



AGENDA

General Meeting

27 September 2023

NOTICE OF GENERAL MEETING

To: Cr Leslie Hotz (Mayor)
Cr Robert Radel (Deputy Mayor/Division 6)
Cr Melinda Jones (Division 1)
Cr Kingsley Mesner (Division 2)
Cr Susan Payne (Division 3)
Cr Dael Giddins (Division 4)
Cr Michael Dingle (Division 5)

Please be advised that the General Meeting of the North Burnett Regional Council will be held at the Mt Perry Boardroom on Wednesday, 27 September 2023 commencing at 9.00am.

An agenda is attached for your information.



Margot Stork

Chief Executive Officer

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1 WELCOME/HOUSEKEEPING**2 ATTENDEES****3 APOLOGIES/LEAVE OF ABSENCE**

An apology from Cr Susan Payne has been received.

OFFICERS RECOMMENDATION

That Council receive and accept Cr Payne's apology for the General Meeting held on Wednesday, 27 September 2023.

4 ACKNOWLEDGEMENT OF COUNTRY**5 MOMENT OF SILENCE AND REFLECTION**

The Mayor to call for a moment of silence to pay respects to those who have passed in our region.

<i>Eric Bertwistle</i>	<i>Biggenden</i>
<i>Grace McGregor</i>	<i>Biggenden</i>
<i>Malcolm Bishop</i>	<i>Biggenden</i>
<i>Peter Birchley</i>	<i>Eidsvold</i>
<i>Elva Turner</i>	<i>Monto</i>
<i>Gwen Hampson</i>	<i>Monto</i>
<i>Julie Farrell</i>	<i>Monto</i>
<i>Michael Jamieson</i>	<i>Monto</i>
<i>Taine Rooney</i>	<i>Monto</i>
<i>Barry Holznagel</i>	<i>Mundubbera</i>

6 DEPUTATIONS/PETITIONS

Mr Mark Postle is scheduled to attend the meeting at 9.15am to make a deputation to Council regarding the old Caravan Park in Mundubbera. The representation has been allocated 15 minutes concluding at 9.30am.

Council will make time available at each General Meeting for public questions/representations commencing at 9.15am. This is an opportunity for members of the public to make a representation on a matter in which they have an interest on an item which is before the Council for decision e.g. development applications.

A deputation wishing to attend and address a meeting of the Council shall apply in writing to the CEO not less than seven (7) business days before the meeting. The CEO, on receiving an application for a deputation, shall notify the Chairperson who will determine whether the deputation may be heard. The CEO will inform the deputation of the determination in writing. Where it has been determined the deputation will be heard, a convenient time will be arranged for that purpose, and an appropriate time period allowed (e.g. 15 minutes).

Meetings proceed in accordance with the [Standing Orders Model Meeting Procedures PRO-5005](#), which is a Departmental directive outlining the procedures for meetings of local government.

7 DECLARATIONS OF INTEREST

The Mayor to call for any declaration of interests.

8 CONFIRMATION OF MINUTES

8.1 MINUTES OF THE GENERAL MEETING HELD ON 23 AUGUST 2023

Doc Id: 1164701

Author: Kat Bright, Senior Executive Assistant to the CEO

Authoriser: Margot Stork, Chief Executive Officer

Attachments: 1. Minutes of the General Meeting held on 23 August 2023

OFFICERS RECOMMENDATION

That the Minutes of the General Meeting held on 23 August 2023 be confirmed.

**MINUTES OF NORTH BURNETT REGIONAL COUNCIL
GENERAL MEETING
HELD AT THE MONTO BOARDROOM
ON WEDNESDAY, 23 AUGUST 2023 AT 9.00AM**

1 WELCOME/HOUSEKEEPING

The Mayor declared the meeting open at 9.01am and welcomed all attendees.

2 ATTENDEES

COUNCILLORS: Cr Leslie Hotz (Mayor)
Cr Robert Radel (Deputy Mayor)
Cr Dael Giddins
Cr Kingsley Mesner
Cr Melinda Jones^
Cr Michael Dingle
Cr Susan Payne

OFFICERS: Margot Stork (CEO)
Anna Scott (General Manager - Works)
Kim Mahoney (General Manager – Corporate and Community)
Allan Hull (Civil Works Manager)^*
Amanda Nissen (Customer Experience and Communities Manager)^*
Jenny Hall (Community Development Stream Leader)^*
Kat Bright (Senior Executive Assistant to the CEO and Mayor)^
Kath Hamilton (Executive Assistant to the General Manager – Corporate and Community)
Marlene Carstens (Executive Assistant to the General Manager - Works)^
Michael Cartwright (Governance, Policy and Risk Advisor)^
Owen Jensen (Financial Services Manager)^*
Rachael Duncan (Environment Stream Leader)^*
Rhys Habermann (Acting Strategic Relationships Manager)
Taylor Applewaite (Administration Officer – Executive Services)^
Tegan Bauer (Executive Assistant to the Mayor)

*^ attended the meeting via Microsoft Teams * attended part of the meeting only*

3 APOLOGIES/LEAVE OF ABSENCE

Nil.

4 ACKNOWLEDGEMENT OF COUNTRY

On behalf of Council, the Mayor extended an Acknowledgement of Country.

5 MOMENT OF SILENCE AND REFLECTION

The Mayor called for a moment of silence to pay respects to those who have passed in our region.

<i>Darryl Faint</i>	<i>Biggenden</i>
<i>Alex Pinton</i>	<i>Eidsvold</i>
<i>Ashley Cobbo</i>	<i>Gayndah</i>
<i>Lorraine Maas</i>	<i>Gayndah</i>
<i>Shirley Cooper</i>	<i>Gayndah</i>
<i>Coralie Keiler</i>	<i>Monto</i>
<i>Frederick Dahtler</i>	<i>Monto</i>
<i>Brian Tucker</i>	<i>Mount Perry</i>
<i>Clarence Daffey</i>	<i>Mundubbera</i>

6 DEPUTATIONS/PETITIONS

There were nil deputations for this meeting.

7 DECLARATIONS OF INTEREST

I Cr Jones, inform the meeting that pursuant to *Section 150EQ of the Local Government Act 2009*, that I have a declarable conflict of interest with regards to **Item 10.3 – RADF COMMUNITY GRANTS ROUND 3 2022-23** (specifically point 3 (a) of the Officers Recommendation) as I am an Executive on the committee that supports the project.

As a result of this conflict of interest, I would like to remain in the room whilst the matter is considered and voted on.

DECLARATION OF INTEREST - CR JONES

RESOLUTION 2023/142

Moved: Cr Dael Giddins

Seconded: Cr Kingsley Mesner

That in accordance with *Section 150EQ of the Local Government Act 2009*, it is in the public interest that Cr Jones remains in the meeting for the discussion of Item 10.3 - RADF COMMUNITY GRANTS ROUND 3 2022-23 and then asked to leave for the vote concerning point 3 (a) of the Officers Recommendation.

In Favour: Crs Leslie Hotz, Robert Radel, Melinda Jones, Susan Payne, Dael Giddins, Michael Dingle and Kingsley Mesner

Against: Nil

CARRIED 7/0

8 CONFIRMATION OF MINUTES

8.1 MINUTES OF THE GENERAL MEETING HELD ON 31 JULY 2023

OFFICERS RECOMMENDATION

That the Minutes of the General Meeting held on 31 July 2023 be confirmed.

RESOLUTION 2023/143

Moved: Cr Kingsley Mesner

Seconded: Cr Dael Giddins

That the Minutes of the General Meeting held on 31 July 2023 be confirmed.

In Favour: Crs Leslie Hotz, Robert Radel, Melinda Jones, Susan Payne, Dael Giddins, Michael Dingle and Kingsley Mesner

Against: Nil

CARRIED 7/0

9 OFFICE OF THE CHIEF EXECUTIVE OFFICER**9.1 CURRENT OUTSTANDING COUNCIL RESOLUTIONS REPORT****OFFICERS RECOMMENDATION**

That Council receive the Current Outstanding Council Resolutions Report from May 2021 to July 2023.

RESOLUTION 2023/144

Moved: Cr Susan Payne
Seconded: Cr Dael Giddins

That Council receive the Current Outstanding Council Resolutions Report from May 2021 to July 2023.

In Favour: Crs Leslie Hotz, Robert Radel, Melinda Jones, Susan Payne, Dael Giddins, Michael Dingle and Kingsley Mesner

Against: Nil

CARRIED 7/0

202308_1 ITEM 9.1 QON - OUTSTANDING RES 2023/50 REVIEW OF PUBLIC WASHDOWN FACILITIES COMPLIANCE AND OPERATIONS

Cr Payne requested an update specifically on the Mundubbera Washdown Facility. Through the Chair, Margot Stork (CEO) responded to Cr Payne noting that an update will be tabled at a Councillor Information Workshop.

202308_2 ITEM 9.1 QON - OUTSTANDING RES 2022/29 MONTO LANDCARE GROUP INC.

Mayor Hotz queried which lease site the outstanding resolution referred to as he is of the belief that there are three (3) sites with the group. Through the Chair, Michael Cartwright (Governance, Policy and Risk Advisor) responded to Mayor Hotz noting that the question would be taken on notice.

2202308_3 ITEM 9.1 QON - OUTSTANDING RES 2022/181 MOUNT PERRY COMMUNITY DEVELOPMENT BOARD INCORPORATED – REQUEST FOR EXEMPTION FROM HALL HIRE FEES

Cr Giddins requested an update on the review of Policy 269 Free Use of Meeting Rooms for Non-For-Profit Organisations. Through the Chair, Margot Stork (CEO) responded to Cr Giddins noting that an update will be tabled at a Councillor Information Workshop.

9.2 CARETAKER PERIOD - POLICY AND PROCEDURES

OFFICERS RECOMMENDATION

That Council:

1. Adopt by Resolution – Policy 2003 Caretaker Period
2. Adopt by Resolution – Procedures – PRO2003 Caretaker Period

RESOLUTION 2023/145

Moved: Cr Kingsley Mesner

Seconded: Cr Robert Radel

That Council:

1. Adopt by Resolution – Policy 2003 Caretaker Period
2. Adopt by Resolution – Procedures – PRO2003 Caretaker Period

In Favour: Crs Leslie Hotz, Robert Radel, Melinda Jones, Susan Payne, Dael Giddins, Michael Dingle and Kingsley Mesner

Against: Nil

CARRIED 7/0

10 CORPORATE AND COMMUNITY

10.1 FINANCE REPORT TO 31 JULY 2023

OFFICERS RECOMMENDATION

That in accordance with section 204 *Local Government Regulation 2012 (Qld)*, Council receives the Finance Report for the period ended 31 July 2023.

RESOLUTION 2023/146

Moved: Cr Dael Giddins
Seconded: Cr Michael Dingle

That in accordance with section 204 *Local Government Regulation 2012 (Qld)*, Council receives the Finance Report for the period ended 31 July 2023.

In Favour: Crs Leslie Hotz, Robert Radel, Melinda Jones, Susan Payne, Dael Giddins, Michael Dingle and Kingsley Mesner

Against: Nil

CARRIED 7/0

202308_4 ITEM 10.1 QON - MOUNT PERRY OVERDUE RATES

Cr Dingle queried if the dollar value representing the overdue rates for Mount Perry (page 58 of the Agenda) was correct. Through the Chair, Owen Jensen (Financial Services Manager) responded to Cr Dingle noting that the question would be taken on notice.

10.2 GOVERNANCE POLICY 2261 LOCAL DISASTER MANAGEMENT LEVY

OFFICERS RECOMMENDATION

That Council adopts Governance Policy 2261 Local Disaster Management Levy as presented.

RESOLUTION 2023/147

Moved: Cr Melinda Jones
Seconded: Cr Robert Radel

That Council adopts Governance Policy 2261 Local Disaster Management Levy as presented.

In Favour: Crs Leslie Hotz, Robert Radel, Melinda Jones, Susan Payne, Dael Giddins, Michael Dingle and Kingsley Mesner

Against: Nil

CARRIED 7/0

10.3 RADF COMMUNITY GRANTS ROUND 3 2022-23**OFFICERS RECOMMENDATION**

That Council:

1. Endorse the following Regional Arts Development Fund (RADF) applications on the recommendation of the North Burnett Arts and Cultural Advisory Committee (NBACAC):
 - (a) Rachel Koster: North Burnett Regional Songwriting Workshop - \$4,490.
 - (b) Monto Art Group: Artist Workshop with Lizzie Taylor - \$880.
2. Decline the following RADF application on the recommendation of the NBACAC.
 - (a) Gayndah and District Historical Society: Blacksmithing Workshop - \$4,200.
3. Endorse the following RADF project variation, on the recommendation of the NBACAC:
 - (a) Noosa Film Academy Pty Ltd - auspiced by Monto Magic Tourism Action Group: Youth Acting and Screen Production – additional funding allocation to include Mundubbera State College and Eidsvold State School in the program - \$5,285.

The Chair confirmed that this matter would be split into two (2) parts having considered the conflict of interest declared earlier in the meeting.

RESOLUTION 2023/148

Moved: Cr Kingsley Mesner

Seconded: Cr Dael Giddins

That Council:

1. Endorse the following Regional Arts Development Fund (RADF) applications on the recommendation of the North Burnett Arts and Cultural Advisory Committee (NBACAC):
 - (a) Rachel Koster: North Burnett Regional Songwriting Workshop - \$4,490.
 - (b) Monto Art Group: Artist Workshop with Lizzie Taylor - \$880.
2. Decline the following RADF application on the recommendation of the NBACAC.
 - (a) Gayndah and District Historical Society: Blacksmithing Workshop - \$4,200.

In Favour: Crs Leslie Hotz, Robert Radel, Melinda Jones, Susan Payne, Dael Giddins, Michael Dingle and Kingsley Mesner

Against: Nil

CARRIED 7/0

At 9:34 am, Cr Jones left the meeting.

RESOLUTION 2023/149

Moved: Cr Kingsley Mesner

Seconded: Cr Dael Giddins

- (a) Noosa Film Academy Pty Ltd - auspiced by Monto Magic Tourism Action Group: Youth Acting and Screen Production – additional funding allocation to include Mundubbera State College and Eidsvold State School in the program - \$5,285.

In Favour: Crs Leslie Hotz, Robert Radel, Melinda Jones, Susan Payne, Dael Giddins, Michael Dingle and Kingsley Mesner

Against: Nil

CARRIED 7/0

At 9:35 am, Cr Jones returned to the meeting.

10.4 WIDE BAY BURNETT REGIONAL WASTE AND RESOURCE RECOVERY PLAN

OFFICERS RECOMMENDATION

That Council note and support in principle the Wide Bay Burnett Regional Waste and Resource Recovery Plan.

RESOLUTION 2023/151

Moved: Cr Susan Payne

Seconded: Cr Melinda Jones

That Council note and support in principle the Wide Bay Burnett Regional Waste and Resource Recovery Plan.

In Favour: Crs Leslie Hotz, Robert Radel, Melinda Jones, Susan Payne, Dael Giddins, Michael Dingle and Kingsley Mesner

Against: Nil

CARRIED 7/0

11 WORKS

11.1 WALKING NETWORK PLANNING REPORT

Through the Chair, Anna Scott (General Manager – Works) advised that at the time of submitting the report to Council, Officers had attached the April 2023 version of the report from the consulting engineers Cormac Rd Pty Ltd (CRC). Since then, CRC have provided an updated version dated July 2023 which was tabled during the meeting. The table below shows a summary of changes when comparing both versions. All changes are highlighted in the July 2023 version.

Reference (July 2023 version)	April 2023 Version	July 2023 Version
Page 6	Mundubbera - no content.	Mundubbera - content added.
Page 31	Line 247 included for the construction of a path and repair to pedestrian bridge Esplanade Street, Eidsvold.	Removed line 247 due to the cost and risk associated with the pedestrian bridge.
Page 49		Line 190 added following Councillor feedback.
		Line 204 added following Councillor feedback

OFFICERS RECOMMENDATION

That Council endorse the report titled Walking Network Plans – Biggenden, Eidsvold, Gayndah, Monto and Mundubbera.

RESOLUTION 2023/152

Moved: Cr Kingsley Mesner

Seconded: Cr Dael Giddins

That Council endorse the report titled Walking Network Plans – Biggenden, Eidsvold, Gayndah, Monto and Mundubbera dated July 2023.

In Favour: Crs Leslie Hotz, Robert Radel, Melinda Jones, Susan Payne, Dael Giddins, Michael Dingle and Kingsley Mesner

Against: Nil

CARRIED 7/0

ATTACHMENTS

- 1 Walking Network Plans - Biggenden, Eidsvold, Gayndah, Monto and Mundubbera - Final Report with Markups - July 2023

202308_5 ITEM 11.1 PATH FROM ESPLANADE ST EIDSVOLD TO GOLF COURSE

Cr Payne queried the removal of line 247 (Path from Esplanade St to Eidsvold Golf Course on page 31 of the April 2023 version) in the July 2023 version. Through the Chair, Anna Scott (General Manager Works) responded to Cr Payne noting that Council will liaise further with the Golf Club to understand how the path is utilised.

12 COUNCILLOR REPORTS

12.1 MAYOR AND COUNCILLORS REPORTS

OFFICERS RECOMMENDATION

That Council receives the Councillor Reports for the period 1 July 2023 to 31 July 2023.

RESOLUTION 2023/153

Moved: Cr Dael Giddins

Seconded: Cr Michael Dingle

That Council receives the Councillor Reports for the period 1 July 2023 to 31 July 2023.

In Favour: Crs Leslie Hotz, Robert Radel, Melinda Jones, Susan Payne, Dael Giddins, Michael Dingle and Kingsley Mesner

Against: Nil

CARRIED 7/0

12.2 RESCISSION MOTION

Through the Chair, Margot Stork (CEO) noted that legal opinion was sought and provided to the Mayor for consideration.

Mayor Hotz proposed the following motion to progress with the appointment of two (2) Councillors to the Audit Committee.

RESOLUTION 2023/154

Moved: Cr Dael Giddins
Seconded: Cr Michael Dingle

That Council resolves that:

- Movers and seconders be called to nominate Councillors for the two (2) Audit Committee positions;
- Each nominee who is moved and seconded, and who accepts the nomination, will be given 2 minutes to address the meeting on their nomination;
- Voting will follow in the order in which each Councillor has been nominated;
- Voting will continue until two Councillors are elected to the Audit Committee.

In Favour: Crs Leslie Hotz, Robert Radel, Melinda Jones, Dael Giddins, Michael Dingle and Kingsley Mesner

Against: Cr Susan Payne

CARRIED 6/1

MOTION

Moved: Cr Robert Radel

Seconded: Nil

That Cr Payne be nominated to be appointed to the Audit and Risk Committee.

Cr Payne declined the nomination.

MOTION LAPSED DUE TO NO SECONDER AND DECLINE OF NOMINATION

RESOLUTION 2023/155

Moved: Cr Dael Giddins
Seconded: Cr Michael Dingle

That Cr Jones be appointed to the Audit and Risk Committee.

In Favour: Crs Leslie Hotz, Robert Radel, Melinda Jones, Dael Giddins, Michael Dingle and Kingsley Mesner

Against: Cr Susan Payne

CARRIED 6/1

MOTION

Moved: Cr Robert Radel

Seconded: Nil

That Mayor Hotz be nominated to be appointed to the Audit and Risk Committee.

Mayor Hotz declined the nomination.

MOTION LAPSED DUE TO NO SECONDER AND DECLINE OF NOMINATION**RESOLUTION 2023/156**

Moved: Cr Melinda Jones

Seconded: Cr Michael Dingle

That Cr Giddins be appointed to the Audit and Risk Committee.

In Favour: Crs Leslie Hotz, Melinda Jones, Dael Giddins and Michael Dingle

Against: Crs Robert Radel, Susan Payne and Kingsley Mesner

CARRIED 4/3

MOTION

Moved: Cr Susan Payne

Seconded: Cr Kingsley Mesner

That Cr Dingle be appointed to the Audit and Risk Committee.

**MOTION LAPSED AS IT DID NOT PROCEED TO A VOTE AS PER RESOLUTION 2023/119
(POINT 4) IN THAT TWO (2) COUNCILLORS WERE SUCCESSFULLY APPOINTED**

13 URGENT BUSINESS**13.1 LATE SUBMISSION OF MOTION TO THE 2023 LGAQ ANNUAL CONFERENCE****RESOLUTION 2023/157**

Moved: Cr Robert Radel

Seconded: Cr Susan Payne

That this item be tabled as an Urgent Matter of Business so that Council may consider the submission of a late motion to the 2023 LGAQ Annual Conference.

In Favour: Crs Leslie Hotz, Robert Radel, Melinda Jones, Susan Payne, Dael Giddins, Michael Dingle and Kingsley Mesner

Against: Nil

CARRIED 7/0**RESOLUTION 2023/158**

Moved: Cr Robert Radel

Seconded: Cr Michael Dingle

That Council authorise the Chief Executive Officer to submit a late motion to the Local Government Association of Queensland (LGAQ) for their 2023 Annual Conference as follows:

That the Local Government Association of Queensland (LGAQ) calls on the State Government to review the timing of Local Government Elections with consideration given to holding such elections between September and November in every fourth year.

In Favour: Crs Leslie Hotz, Robert Radel, Melinda Jones, Susan Payne, Dael Giddins, Michael Dingle and Kingsley Mesner

Against: Nil

CARRIED 7/0

14 CONFIDENTIAL REPORTS

OFFICERS RECOMMENDATION

That Council considers the confidential report(s) listed below in a meeting closed to the public in accordance with Section 275(1) of the *Local Government Regulation 2012*:

14.1 North Burnett Region - Tourism Destination Management Organisation (DMO) Association

This matter is considered to be confidential under 254J - 254J(3)(g) of the Local Government Regulation, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government.

RESOLUTION 2023/159

Moved: Cr Michael Dingle

Seconded: Cr Robert Radel

That Council considers the confidential report(s) listed below in a meeting closed to the public in accordance with Section 275(1) of the *Local Government Regulation 2012*:

14.1 North Burnett Region - Tourism Destination Management Organisation (DMO) Association

This matter is considered to be confidential under 254J - 254J(3)(g) of the Local Government Regulation, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government.

In Favour: Crs Leslie Hotz, Robert Radel, Melinda Jones, Susan Payne, Dael Giddins, Michael Dingle and Kingsley Mesner

Against: Nil

CARRIED 7/0

THE MEETING MOVED INTO A CLOSED SESSION AT 10.29AM.

NOTE: During the confidential closed session, Councillors discussed the content in the confidential report listed above.

RESOLUTION 2023/160

Moved: Cr Dael Giddins
 Seconded: Cr Robert Radel

That Council moves out of Closed Session into Open Session.

In Favour: Crs Leslie Hotz, Robert Radel, Melinda Jones, Susan Payne, Dael Giddins, Michael Dingle and Kingsley Mesner

Against: Nil

CARRIED 7/0

THE MEETING MOVED BACK INTO AN OPEN SESSION AT 11.00AM.**14.1 NORTH BURNETT REGION - TOURISM DESTINATION MANAGEMENT ORGANISATION (DMO) ASSOCIATION****OFFICERS RECOMMENDATION**

That Council:

1. Adopt Bundaberg Tourism as the preferred DMO provider for the North Burnett Region; OR
2. Adopt a hybrid model comprising of Bundaberg Tourism as a DMO provider, coupled with Council membership to Drive Inland as the preferred tourism option for the North Burnett Region; OR
3. Adopt Queensland Country Tourism as the preferred DMO provider for the North Burnett Region.

AND

4. Authorise the Chief Executive Officer to negotiate and enter into any agreement(s) necessary, and arrange for the payment of any contribution amounts to implement the preferred tourism option.

OR

5. Resolve not to enter any financial arrangement with a DMO provider.

RESOLUTION 2023/161

Moved: Cr Melinda Jones
 Seconded: Cr Dael Giddins

That Council:

1. Adopt a hybrid model comprising of Bundaberg Tourism as a DMO provider, coupled with Council membership to Drive Inland as the preferred tourism option for the North Burnett Region; and
2. Authorise the Chief Executive Officer to negotiate and enter into any agreement(s) necessary and arrange for the payment of any contribution amounts to implement the preferred tourism option.

In Favour: Crs Melinda Jones and Dael Giddins

Against: Crs Leslie Hotz, Robert Radel, Susan Payne, Michael Dingle and Kingsley Mesner

LOST 2/5

MOTION

Moved: Cr Kingsley Mesner

Seconder: Nil

That Council resolves to not to enter any financial arrangement with a DMO provider.

LAPSED DUE TO NO SECONDER

RESOLUTION 2023/162

Moved: Cr Robert Radel

Seconded: Cr Michael Dingle

That Council:

1. Does not enter any financial arrangement with a DMO provider and continue Council membership to Drive Inland as the preferred tourism option for the North Burnett Region; and
2. Authorise the Chief Executive Officer to arrange for the payment of the membership contribution amount to implement the preferred tourism option.

In Favour: Crs Leslie Hotz, Robert Radel, Susan Payne, Michael Dingle and Kingsley Mesner

Against: Crs Melinda Jones and Dael Giddins

CARRIED 5/2

15 CLOSURE OF MEETING

The Meeting closed at 11.09am.

The minutes of this meeting were confirmed at the General Meeting held on 27 September 2023.

.....
CHAIRPERSON

ATTACHMENT 1

**WALKING NETWORK PLANS - BIGGENDEN, EIDSVOLD, GAYNDAH, MONTO AND
MUNDUBBERA - FINAL REPORT WITH MARKUPS - JULY 2023**

UNCONFIRMED



North Burnett Regional Council Walking Network Plans

Biggenden
Eidsvold
Gayndah
Monto
Mundubbera



July 2023

Executive Summary

Walking is an important mode of transport in each of the North Burnett townships, contributing to health and wellbeing, social interaction, tourism and the local economy. North Burnett Regional Council recognises the importance of making walking an attractive transport and exercise option by providing a safe and comfortable pathway network for people of all ages and abilities.

To help ensure future investment in pathways is well directed, Council has partnered with the Department of Transport and Main Roads (DTMR) to produce Walking Network Plans (WNP) and Priority Works Programs for five towns in the North Burnett region:

- Biggenden
- Eidsvold
- Gayndah
- Monto
- Mundubbera.

Council is currently awaiting response from DTMR regarding funding approval for the Mt Perry WNP for 2023/24.

The Walking Network Plans and Priority Works Programs for each town are contained in the appendices of this overarching report. Each appendix comprises of:

- Map showing primary and secondary paths
- Prioritised and costed program of works
- Commentary on the maps and programs, including input received from the community workshops held in each town.

The body of this report describes how the plans were developed and gives a summary of the overall outcomes.

It is important to note that the programs of works will not be able to be delivered, even over an extended period of time, with Council funds alone. It is expected that this report and the detailed information contained in the appendices will assist Council in obtaining grant funding from higher levels of government for future pathway improvements in the North Burnett Region.



Burnett Riverwalk, Gayndah

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Glossary of Terms and Abbreviations

CBD	Central Business District
IPWEAQ	Institute of Public Works Engineers Australia – Queensland Division
MCA	Multi-criteria assessment
NBRC	North Burnett Regional Council
PCN	Principal Cycle Network
PCNP	Principal Cycle Network Plan
PWP	Priority Works Program
DTMR	Queensland Department of Transport and Main Roads
WNP	Walking Network Plan

Document Control

Version No.	Description of Revision	Author	Reviewer	Date
1.0	Final version for release - includes TMR and Council comments and information	L O'Brien	L Marshall	26 July 2023

1. Introduction

1.1. Scope

The Queensland Government wants walking to become 'an easy choice for everyone, every day'. Every Queenslanders should have the opportunity to walk for transport, health and recreation. More people will walk when everyday destinations are connected by comfortable, direct, safe and accessible routes. To support this, the Queensland Government has developed the *Queensland Walking Strategy* and the *Action Plan for Walking 2022-2024*, as well as funding opportunities to assist local governments to plan urban footpath networks under a Walking Network Plan (WNP). A WNP can include improvements and upgrades to the existing footpath network such as the provision of improved signage, lighting, seating, shelter and drinking fountains, as well as the construction of new footpaths. The funding is provided by the Department of Transport and Main Roads (TMR) on a 50/50 contribution with successful Councils. In 2022/23, North Burnett Regional Council (NBRC) were successful in their funding application to develop WNPs to cover the urban areas in the towns of:

- Biggenden
- Eidsvold
- Gayndah
- Monto
- Mundubbera.

Council engaged consulting engineers Cormac Rd Civil Pty Ltd (CRC) to assist in preparing the WNPs and works programs.

While the project scope has not specifically included consideration of the needs of cyclists, the following is noted.

- Due to relatively small populations, pedestrian and cyclist numbers in the North Burnett towns are generally low compared to larger towns and cities.
- In Queensland, bicycles are permitted to ride on footpaths provided they keep left and give way to pedestrians. Footpaths in the North Burnett towns are particularly suitable for use by children on bicycles, subject to the provision of appropriate street crossing points.
- Many of the local town streets have very wide sealed road pavements and low vehicle traffic volumes. They are generally suitable for on-road use by confident cyclists. The state-controlled roads in each town may be exceptions to this as they carry much higher vehicle traffic volumes, including trucks. Planning for cycle facilities on these state-controlled roads is outside the scope of this project and is the responsibility of TMR.
- The Walking Network Plans and works programs in this report include a small number of existing shared paths for which future upgrades/extensions have been identified.
- In each of the North Burnett towns, TMR and Council have agreed on a set of core cycling routes, called the Principal Cycle Network (PCNP). Where the Walking Network Plan proposes pedestrian paths on the Principal Cycle Network there may be opportunities to fund shared pedestrian – cycle facilities via TMR's Cycle Network Local Government Grants Program.

1.2. Context

The NBRC Walking Network Plans are shaped by a number of other plans, policies and legislation.

Source	Document	Context
North Burnett Regional Council	Planning Scheme	The provision of a network of pathways is identified in the Planning Scheme to support the development of strong and healthy communities. The Scheme defines the desired standard of service for pathways, referencing Australian Standards, Austroads <i>Guide to Road Design – Part 6A</i> and <i>Complete Streets</i> by IPWEAQ. The Scheme also identifies a limited number of trunk pathways. These are paths which may be improved using infrastructure charges from developers.

	Sport and Recreation Infrastructure and Strategic Plan 2018 - 2028	This plan notes the need to improve walking and cycling links between sporting and recreation assets, including those located on the Burnett River. It also notes the opportunities for rail trails in the Region. The Walking Network Plans aim to include links within the urban areas of each town.
	Asset Management Plan – Roads & Bridges	The asset management plan defines useful lives, service levels and performance standards for roads, bridges, kerbing, culverts and pathways. It identifies that paths have a useful life of 22 years and that Council should budget \$123,000 for depreciation of the existing pathway network each year. As the network is extended, this amount will increase.
State Government	Wide Bay Burnett Regional Plan 2022	This document is in draft form but updates the previous version. It is a high level document which recognises the importance of providing access to transport choices including walking, and for providing services which are in close proximity to encourage walking.
	Wide Bay Burnett Regional Transport Plan 2019	This plan includes a specific (high level) objective to reduce the reliance of private vehicles by supporting more trips by walking, cycling and public transport.
	Queensland Walking Strategy 2019 - 2029	This strategy promotes the benefits of walking and identifies four priorities: <ul style="list-style-type: none"> 1. Planning for walkable communities and places 2. Building connected, comfortable and safe walking environments for all 3. Encouraging more people to walk as part of their ‘everyday’ 4. Working together (between the different levels of government and private enterprise). The development of Walking Network Plans supports all four priorities.
	Action Plan for Walking 2022-2024	This plan provides activities that the state government will undertake to support the four priorities identified in the Queensland Walking Strategy. Under ‘Working Together’, the state government has identified an action to invest \$2.5M between 2021/22 and 2022/23, some of which has been allocated to local government grants for preparing Walking Network Plans and Priority Works Programs. The grant program provides a methodology that must be applied by local governments in performing this work.
Federal Government	2021 Australian Infrastructure Plan	This broad-reaching plan recognises the importance of active transport (walking and cycling) as part of an integrated transport network.
Legislation	Disability Discrimination Act 1992	This federal legislation requires public places (including pathways, parks etc) to be accessible to people with a disability. The Act does not require immediate changes to existing infrastructure but advocate groups in most areas have reasonable expectations of continuous improvement. New facilities should be accessible except in specific circumstances. The Queensland Anti-Discrimination Act (1991) is generally similar in scope.
	Transport Operations (Road Use Management – Road Rules) Regulation 2009	This state regulation includes the road rules pertaining to pedestrians, as well as the use of bicycles (and other mobility devices) on pathways. It is relevant in implementing regulatory signs among other things.



Monto RV Stop-over

2. Demographics

2.1. Age

Town populations and broad age distributions are tabulated below.

Town / State	Population	Median Age	% Population 14 years and under	% Population 65 years and older
Biggenden	657	59	11%	41%
Eidsvold	426	47	20%	27%
Gayndah	1,695	47	15%	27%
Monto	1,021	54	13%	34%
Mundubbera	1,066	38	14%	22%
Queensland	5,156,138	38	19%	17%

Source: ABS 2021 Census community profiles

In summary, population statistics show:

- With the exception of Mundubbera, the median ages of the populations in each town are significantly higher than the state average
- With the exception of Eidsvold, the proportions of school age children are lower than the state average
- The percentages of the population of each town aged 65 years and over are much higher than the state average, particularly in Biggenden.

A higher median age indicates a greater use of mobility aids and an increased need for resting places and shade. The social and health benefits of walking are important for older people.

Further, Australian and international research identifies that older pedestrians (over age 65) are at increased risk of injury and death from road crashes. Planners need to ensure that walking speeds of older people are considered in sight distance assessments.

2.2. Employment, Income and Vehicle Ownership

Employment statistics show similar divergence in communities of the North Burnett to the state averages.

Town / State	% Unemployed	% Population not in Labour Force	% Labour Force Participation	Median Household Income (Weekly)	% Households with no Motor Vehicles
Biggenden	10.8%	53%	27.2%	\$703	2.89%
Eidsvold	14.2%	35%	42.9%	\$772	5.63%
Gayndah	6.0%	32%	48.5%	\$988	2.30%
Monto	8.5%	40%	44.9%	\$829	2.74%
Mundubbera	2.0%	24%	58.3%	\$1,218	3.56%
Queensland	5.4%	26%	61.6%	\$1,675	2.06%

Source: ABS 2021 Census community profiles

In summary, employment statistics show:

- The unemployment rate is significantly higher in Biggenden, Eidsvold and Monto than the state average
- Mundubbera has a much lower unemployment rate compared to the other towns in the region and the state average
- Participation in the workforce is significantly lower than the state average in all towns except Mundubbera
- Median household incomes in all towns are much lower than the state average
- In Eidsvold and Mundubbera, the percentage of households with no vehicles is much higher than the state average.

Together with a lack of public transport, the income and vehicle ownership statistics point to a higher reliance on walking and cycling for transport.

2.3. Health and Disability

Selected health statistics are tabulated below.

Town / State	% Population with long term health conditions	% Population with Need for Assistance
Biggenden	61%	12.9%
Eidsvold	55%	6.8%
Gayndah	54%	10.0%
Monto	55%	12.7%
Mundubbera	46%	6.9%
Queensland	58%	6.0%

Source: ABS 2021 Census community profiles

People with a ‘need for assistance’ are those needing assistance in their day to day lives in one or more of the three core activity areas or self-care, mobility and communication because of a long term condition, a disability or old age. The ABS data shows that Biggenden, Gayndah and Monto have a much higher proportion of people needing assistance than the state average.

Walking has many health benefits. A number of long term health conditions can be reduced in severity or managed with regular walking.

2.4. Implications for the Walking Network

Lower incomes, higher unemployment rates and lower rates of vehicle ownership indicate the importance of walking as a means of transport. Investment in walking infrastructure will return high social, health and economic benefits.

Planning, design and construction need to support and encourage older people and people with disabilities and long term health conditions to walk more often.



3. Existing walking networks

Characteristics and key features of the existing networks in each town are given below. Quantitative information about the lengths and conditions of the existing path networks can be found in Council’s Asset Management Plan.

Town	Existing Footpath Network Summary
Biggenden	<ul style="list-style-type: none"> • The Town centre of Biggenden includes attractive gardens (Beiers Park) and pathways on Edward St and Victoria St. • The town has a relatively well-developed footpath network and the majority of existing concrete paths are in fair to good condition. • Urban pathway finishes in Edward St are worn in places. Pedestrian crossing points in the CBD could be improved. • Council has previously investigated streetscaping improvements for the Biggenden CBD. • The disused rail line divides the town. Pedestrian connectivity over rail corridor could be improved. • There are several missing/poor connections to key walking destinations (e.g., kindergarten, bowls club, intercity bus stop). • There are many missing or sub-standard kerb ramps.
Eidsvold	<ul style="list-style-type: none"> • Boundary Creek pathway offers an attractive off-road/nature walk and cycling path. Generally good paths on Moreton St in CBD, including Apex Lions Park. • The majority of existing concrete paths are in fair to good condition. • There are no formal walking or cycling connections to the RM Williams Australian Bush Learning Centre, showground and RV parking, or to the Golf Course and Mens Shed. The pedestrian bridge to golf course is also in poor condition and, based on community input, is well used. • Connections to skate park, showground and RM Williams Centre could be improved, including the pedestrian bridge which is in poor condition. Note that TMR has committed funding and has plans prepared for a new shared path between Esplanade St and the RM Williams Centre. • Connections to the state school require improvement. • There are many missing or sub-standard kerb ramps.
Gayndah	<ul style="list-style-type: none"> • Burnett Riverwalk is an attractive facility with opportunities for extensions in both directions. • The path network is relatively less complete in Gayndah than in the other towns but the majority of existing paths are in fair to good condition. • Paths in the CBD (Capper St) are aged and crossing points could be improved. Overall streetscape improvements could also be considered in the Gayndah CBD. • Connections to parks, Gayndah state school and other key destinations could be improved. • There are many missing or sub-standard kerb ramps.
Monto	<ul style="list-style-type: none"> • The pathways in the main street (Newton St) are wide and attractive, although broken concrete at the top of kerbing in places needs repair. • The pathway and gardens on Lister St are also a feature. • There are opportunities to improve connections to some key destinations including Rotary Park and the water tower art, Neighbourhood Centre, sporting fields, the state school and the Monto Health Service. • The disused rail corridor divides the town. The existing footpath on the overbridge is in poor condition. • The majority of paths are in fair to good condition. • There are many missing or substandard kerb ramps.
Mundubbera	<ul style="list-style-type: none"> • The paths in Bicentennial Park and Seligmann Ave are attractive and well used. • Similarly, the footpaths on Lyons St in the CBD are well finished and attractive. • The network in Mundubbera is much more extensive than in the other towns but there are missing links to some important walking destinations. • There are significant sections of paths in poor condition. In some places, aged concrete paths are overgrown with grass and are no longer visible. • Crossing points at the Lyons St roundabout could be improved. • There are many missing or sub-standard kerb ramps.

Further details about the existing networks are included in Appendices A – E.

Crash records have been reviewed to identify pedestrian crashes in the past 20 years.

Town	Crash date	Location	Conditions	Crash Description	Severity
Biggenden	No reported pedestrian crashes in the past 20 years				
Eidsvold	2007	Burnett Hwy (180m north of Golden Spur St)	Dark, clear, dry	Pedestrian: play / work / stand / lie on road	Hospitalisation
Gayndah	2008	Burnett Hwy	Daylight, clear, dry	Pedestrian: near side vehicle hit from right	Hospitalisation
	2009	Burnett Hwy (Capper St at Pineapple St intersection)	Daylight, clear, dry	Pedestrian: far side vehicle hit from left	Medical treatment
	2011	Walker St (between Bridge St and Elliot St)	Dark, clear, dry	Pedestrian: play / work / stand / lie on road	Medical treatment
	2015	Burnett Hwy (Capper St between Pineapple St and Warton St)	Dawn/dusk, clear, dry	Pedestrian: near side vehicle hit from right	Hospitalisation
	2021	Warton St (between Porter St and Maud St)	Dark, clear, dry	Pedestrian: near side vehicle hit from right	Hospitalisation
Monto	No reported pedestrian crashes in the past 20 years				
Mundubbera	2002	Strathdee St (between Phillip St and Wilson Ave)	Daylight, clear, dry	Pedestrian: near side vehicle hit from right	Hospitalisation
	2006	Lyons St (near Mundubbera Hotel)	Daylight, clear, dry	Pedestrian: far side vehicle hit from left	
	2007	Lyons St (near Mundubbera Hotel)	Daylight, clear, dry	Pedestrian: hit other	
	2010	Strathdee St (between Phillip St and Wilson Ave)	Dark, wet	Pedestrian: hit facing traffic	Minor injury

Every crash is important. The crash data is not atypical of small regional towns. The dataset contains information on crashes reported to the police which resulted from the movement of at least one road vehicle on a road or road related area. Crashes involving personal mobility devices and pedestrians are under-reported which is a significant risk to understanding crash risks, locations and costs. The following is noted:

- Capper St in the Gayndah CBD carries approximately 2,300 vehicles per day with 16% heavy commercial vehicles. It is the most heavily trafficked road in any of the North Burnett towns. A 50km/hr speed limit is in place. The provision of safe pedestrian crossing points on this road is an important issue for the Walking Network Plan and works program.
- There have been no reported crashes on Lyons St in Mundubbera since 2007. The centre parking on Lyon St creates potential pedestrian safety issues that are difficult to address other than with traffic speed controls. At the current time, the 50km/hr default urban speed limit applies on Lyons St. Should there be further pedestrian crashes, or if pedestrian safety on Lyon St is identified as a concern by the local community, a reduced speed limit could be considered.
- Four of the ten reported crashes involve pedestrians being struck from the right (near side). This is the most common pedestrian crash type in Queensland and the most common pedestrian crash type causing death and serious injury. The provision of safe crossing points, including adequate visibility of oncoming traffic for pedestrians (and vice versa) is vital.



Newton St, Monto

4. Planning the Walking Networks

4.1. Vision and Objectives

The vision for the Walking Network Plans was discussed at the community workshops that were held in each town (see Section 4.4).

Vision: *To provide a network of accessible paths that is safe, connected and inviting for all users.*

The objectives of the Walking Network Plans relate directly to the *Queensland Walking Network Strategy*.

Objective:

To provide -

- *Accessible and complete walking routes that include kerb ramps, road crossings, smooth and suitably wide paths, and aids to assist those with hearing and vision impairments*
- *Direct walking routes that include convenient short-cuts and road crossings in the places where people naturally want to walk*
- *Comfortable, attractive and inclusive walking routes that have shade and shelter, wayfinding signage, drinking water and places to stop and rest*
- *Safe and secure walking routes with surveillance from adjacent properties, lighting for night-time use and elimination of potential hiding places.*



Jaycees Park, Capper St, Gayndah

4.2. Overview of method

The State Government has provided guidance for developing Walking Network Plans and priority works programs via the TMR website at <https://www.tmr.qld.gov.au/Travel-and-transport/Pedestrians-and-walking/Guidance-and-Resources/Walking-Network-Planning-Guidance> . This prescribes a six stage process:

- Stage 1 – Prepare draft walking network plan
- Stage 2 – Test the draft walking network plan
- Stage 3 – Finalise the walking network plan
- Stage 4 – Prepare draft works program
- Stage 5 – Finalise the works program
- Stage 6 – Implement, evaluate and promote the network plan and works program.

Further assistance is given in:

- *Walkability Improvement Tool – A Decision Making Guide for Neighbourhood Enhancements* (Queensland Treasury Planning Group, 2020)
- *Guidelines for development Principal Pedestrian Networks* (State of Victoria, 2015).

The TMR six stage process has been applied for the North Burnett project with the following amendments:

- Stage 1
Mesh block population and employment data has not been used to map residential populations or estimate numbers of walking trips as the geographic areas represented by the mesh blocks are too large to provide useful detail in regional townships. Instead, destinations and routes have been identified initially from desktop analysis and site inspections before being verified with stakeholders. For each of the towns, the ‘walking catchment’ has been defined as the whole of the town area.
- Stage 6
Implementation of the program is not part of the current project and will be carried out by Council in future years as funds permit.

4.3. Hierarchy of Paths and Destinations

Walking paths have been defined as either primary or secondary paths.

Primary paths:

- Are used most heavily on a daily basis
- Typically connect major residential, retail, educational and commercial areas
- Are accessible to workers, residents and visitors within 2 minutes of starting their walking trip
- Should be evenly spaced and (where they are parallel), not closer than 400m apart
- May be within road reserves or off-road where logical, to match desired lines
- May be of a higher standard (or have additional facilities) and are likely to be the higher priority for construction.

In each town, the centroid of the CBD has been identified as the primary walking destination. A large number of secondary destinations have been mapped, including schools, hospitals and community health centres, aged care and accommodation places, caravan parks, RV stop-overs, tourist attractions and so on.

4.4. Stakeholder Workshops

Draft Walking Network Plans were presented and discussed at stakeholder workshops in each town in late November/early December 2022. Members of the community were notified of the consultation sessions via Council’s webpage and by letters/emails sent directly to known key stakeholders.

The workshop attendees provided invaluable input about:

- Additional destinations not identified in the desktop analyses, and destinations which are not required (eg. where a facility has recently closed down)

- Walking routes, including any differences to the routes, shown in the draft WNPs
- Gaps and other deficiencies in the existing network
- Future plans or projects that may require changes to the network
- Highest priority projects.

As well as identifying extensions to the network (i.e., new paths) and improvement to existing paths, the workshops considered associated facilities such as signage, seating, shade and so on.

Workshop participants represented a cross-section of the community in each town. The input provided has been included in the Plans and works programs.

4.5. Pathway Standards and Costs

In developing the lists of recommended works, a number of assumptions have been made.

Item	Assumption	Comment
Path width (standard pedestrian path)	1.5 metres	Exceptions have been made in CBD areas where paved paths are generally 4.0m wide or the full width of the verge.
Shared path width	2.5 - 3.0 metres	Only applied on specific shared paths such as the Burnett Riverwalk in Gayndah and the future upgrading of the Boundary Creek path in Eidsvold.
Path type	Concrete	Reinforced concrete is the preferred construction material as it gives the longest life and lowest annual maintenance cost. However, Council may choose to adopt alternative materials (such as asphalt) due to specific site or other conditions.
Path cost	\$120/m ²	This is taken as a typical and complete construction cost for new concrete paths and renewal of existing paths. Actual costs may vary due to terrain, numbers of driveway crossings etc and should be assessed on an individual project basis when projects are further developed for construction programs.
Kerb ramp cost	\$5,000 each	This is applied as a typical construction cost for a kerb/pram ramp. Additional costs have been applied where it is obvious that extra work is required. Again, estimated costs should be re-assessed as projects are moved on to construction programs in future.

Costs for miscellaneous and unique items such as wayfinding signage, seating, lighting etc are concept level only and based on experience with similar works in other local government areas.

In general, the following applies to all cost estimates shown in the prioritised works program:

- Costs are based on 2022/23 prices, with no provision for cost escalation in future years
- Costs assume average terrain, ground conditions etc
- As projects are considered for funding based on future capital works programs, an engineering assessment is required to determine the level of survey and design required and cost estimates should be updated to provide an accurate and project specific costing.

4.6. Multi-Criteria Assessment

The TMR guidance material recommends that pathway projects are placed into three categories: essential, important, non-essential. To do this, a multi-criteria method has been developed and applied. In large part, the method uses the same criteria and scoring parameters as the TMR *Guidelines – Walking Local Government Grants 2022-23 Round*. Three additional criteria have been included to provide greater local relevance: path priority (i.e., primary or secondary), community support (based on the stakeholder workshops) and cost (to increase priority for very low cost projects).

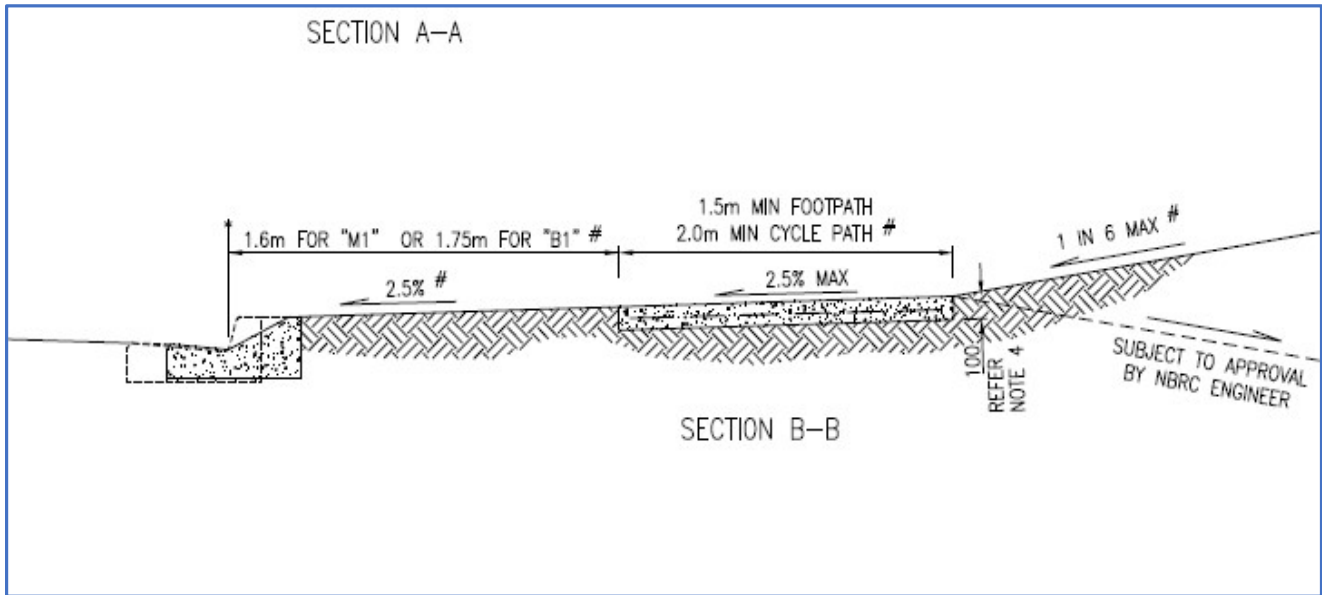
Criteria	Measure	Scoring Parameters	
		Score	Description
Path priority	Give increased priority to projects on primary paths	3	Primary path
Places to Walk	Is there a variety/diversity of secondary destinations/trip attractors within the 1-2km catchment of the primary destination? Trip attractors include: - schools (existing, new or upgraded primary and secondary schools and colleges) - public transport stations and stops town centres/activity centres and local neighbourhood shops (count these attractors as one attractor rather than every shop or business within the centre) - medium/high density neighbourhoods – current or DA approved (count as one attractor) - hospital/medical centre attractors - higher education campuses - industrial activity centres (count as one attractor rather than every business within the area) - sport or recreation facilities - cultural and entertainment facilities - tourist destinations.	4	10 or more trip attractors within identified precinct
		3	4 to 9 trip attractors within the identified precinct
		2	1 to 3 trip attractors within the identified precinct
		0	No destinations to walk to
Demand by Vulnerable Users	Is the precinct accessed by a high number of vulnerable users including people who: - are aged 65 years and over - are aged under 18 years - experience socio-economic disadvantage - are Aboriginal or Torres Strait Islander (ATSI) - require assistance due to level of ability (based on core activity need for assistance). Data source: Social Atlas (https://atlas.id.com.au/) or https://www.abs.gov.au/census In the case of difficulty obtaining this information at your precinct level, use the next available geographic scale at which this information is available.	4	Precinct has a high number of people in four or more of the identified vulnerable user groups
		3	Precinct has a high number of people in three of the identified vulnerable user groups
		2	Precinct has a high number of people in two of the identified vulnerable user groups
		1	Precinct has a high number of people in one of the identified vulnerable user groups
		0	Precinct does not have a high number of people in any of the identified vulnerable groups
Safety	1) Is there a history of crashes involving pedestrians (minor injury and greater) in the precinct within the last (latest available) five (full) years of available crash data? (score of 2 if more than 10 identified crashes and score of 1 if between 9 to 1 identified crashes) Data source: TMR WebCrash 2) Has the community raised concerns about hazardous locations in the precinct in the last five years? (score of 2)	4	Cumulative score, with a maximum score of 4 if yes to all questions and the precinct has more than 10 identified crashes
		3	
		2	
		1	
		0	
Whole of Government Priority	Would the project assist to deliver any broader Queensland Government priorities or initiatives (i.e., health, social housing, sport and recreation or Priority Development Areas)? Do you intend to coordinate with your Department of Transport and Main Roads District to undertake network planning?	4	Delivers on more than two broader Queensland Government priorities and intends to work with TMR District
		3	Delivers on two broader Queensland Government priorities and intends to work with TMR District
		2	Delivers on one broader Queensland Government priority and intends to work with TMR District
		1	Does not deliver on broader Queensland Government priorities but intends to work with TMR District
		0	Does not deliver on broader Queensland Government priorities and shows no evidence of intention to work with TMR District
Cost Score	Give increased priority to low cost projects	4	if cost < \$10,000
		3	if cost is between \$10,000 and \$20,000
		2	if cost is between \$20,000 and \$30,000
Community Support	Give increased priority to projects most strongly supported by the community	4	If project was identified as a high priority by the stakeholder workshop

These criteria and scoring parameters are taken from the Guidelines - Walking Local Government Grants 2022-23 Round

Projects have been categorised as essential, important or non-essential based on their total score from the MCA.

The MCA provides a first pass at defining priorities and should be used as a guide only, for Council's consideration when future funding programs are being compiled. The method could easily be altered, for example by the application of different weightings to the criteria or the use of other criteria.

In particular, Council may wish to provide higher priority to pathway renewal projects ahead of extension of the network. This report is not intended to replace or duplicate Council's Asset Management Plan for pathways - the Asset Management Plan should override this document in guiding Council's renewal program.



Extract from NBRC Standard Drawing for footpaths and cycle paths

5. Summary of Walking Network Plans and Programs

WNP maps and PWPs are contained in appendices to this report:

- Appendix A - Biggenden
- Appendix B - Eidsvold
- Appendix C - Gayndah
- Appendix D - Monto and
- Appendix E - Mundubbera.

5.1. Overview of Works Identified

Work type	Example	Description
Construct new paths	 <p data-bbox="500 1031 662 1056">Meson St, Gayndah</p>	<p data-bbox="846 604 1445 814">In each town there are important walking destinations which are not connected to the walking network and significant network extensions have been identified. In many cases, the demand for new paths can be seen from the level of wear on the existing verge. In other cases, pedestrians including school children and wheelchair users were observed on the road pavement.</p> <p data-bbox="846 814 1445 968">The construction of new paths will include kerb ramps and any other necessary connections to the existing network. Construction will occur in a logical order, extending from the existing path network based on the anticipated level of use and type of users.</p> <p data-bbox="846 968 1445 1052">The WNPs have not aimed to include pathways on every street as this is not considered a sustainable long-term objective for Council.</p>
Renew existing paths	 <p data-bbox="467 1451 695 1476">Path to Skate Park, Eidsvold</p>	<p data-bbox="846 1224 1445 1308">There are aged paths in poor to very poor condition in each of the towns. The majority of these are included for renewal in the Priority Works Program.</p>
Construct missing sections	 <p data-bbox="435 1808 727 1833">Fielding St at Gayndah State School</p>	<p data-bbox="846 1612 1445 1728">In each town there are missing links to road crossings, across commercial driveways etc. Construction of short missing links are generally low cost works which will provide immediate and clear benefits for the community.</p>

Work type	Example	Description
Construct kerb ramps	 <p data-bbox="483 516 680 537">Mount Rose St, Eidsvold</p>	<p data-bbox="857 128 1437 243">Paths without kerb ramps at intersections are difficult (if not impossible) to use safely by people pushing prams or using wheelchairs, walking frames or scooters and by people with impaired vision.</p> <p data-bbox="857 249 1446 548">There are numerous examples of missing kerb ramps in each of the towns. Generally, construction of ramps is a relatively low cost activity which will provide an immediate and clear improvement to the existing path network. In some cases, kerb ramps exist which do not comply with current standards. They may be too narrow or in the case of steel ramps, present a danger to pedestrians (particularly vision impaired) and parking vehicles. Replacement of sub-standard kerb ramps have been included on the program but given a lower priority.</p>
Upgrade accessible parking bays	 <p data-bbox="492 829 672 850">Victoria St, Biggenden</p>	<p data-bbox="865 688 1427 747">There are some sites where kerbside accessible parking bays do not have the required kerb ramps or signage.</p>
Remove existing paths	 <p data-bbox="488 1234 675 1255">Landy St, Mundubbera</p>	<p data-bbox="849 936 1451 1205">Mundubbera has by far the most extensive footpath network and also the greatest length of paths in very poor condition, with some old paths barely visible under grass. Some of the existing paths are not considered necessary based on existing and future demand combined with Council's long term ability to fund renewal. These paths have not been included in the Walking Network Plan and are shown in the Priority Works Program for removal in due course.</p>
Install safe crossing points	 <p data-bbox="399 1516 764 1537">Dalgangal St / Bridge St intersection</p>	<p data-bbox="854 1356 1442 1472">Safe road crossing points need to be installed at a number of locations. Where these are on state-controlled roads TMR requires compliance with its current best practice standards.</p>
Special projects	 <p data-bbox="467 1881 696 1902">Biggenden streetscape plan</p>	<p data-bbox="849 1635 1446 1843">Several special projects have been identified through the stakeholder workshops. These have been captured on the Priority Works Program but have not been costed or assigned a priority. These projects are beyond Council's normal pathway construction and renewal activities and each would require considerable additional planning and/or design to determine their viability. (See Section 5.3).</p>

5.2. Summary of Priority Works Programs

The works identified are summarised below. This excludes “special projects” which are discussed in more detail in Section 5.3.

Town	Work Priority	Est. Value
Gayndah	Essential	\$ 243,900
	Important	\$ 2,989,300
	Non-Essential	\$ 2,546,100
	Total	\$ 5,779,300
Mundubbera	Essential	\$ 218,500
	Important	\$ 458,500
	Non-Essential	\$ 826,200
	Total	\$ 1,503,200
Monto	Essential	\$ 128,800
	Important	\$ 527,500
	Non-Essential	\$ 906,900
	Total	\$ 1,563,200
Eidsvold	Essential	\$ 187,400
	Important	\$ 455,800
	Non-Essential	\$ 916,300
	Total	\$ 1,559,500
Biggenden	Essential	\$ 167,100
	Important	\$ 247,900
	Non-Essential	\$ 504,000
	Total	\$ 919,000
Total	Essential	\$ 945,700
	Important	\$ 4,679,000
	Non-Essential	\$ 5,699,500
	Total	\$ 11,324,200

Council typically allocates \$200,000 per year to footpath renewal and construction. The Priority Works Program includes a substantial quantity of work which is well beyond Council’s ability to fund from its normal revenue sources. Funding grants from higher levels of government will be required to deliver the works. However, it is expected that the Walking Network Plans and works programs will strongly support Council’s future applications for grant funding for particular projects.

It is further noted that Council makes decisions each year about which projects will receive Council funding. This report is intended as a guide only. For many valid reasons, Council may choose to vary the priorities recommended in this report, or to carry out footpath works which are not included in the report.



Examples of paths in poor to very poor condition, impacting on use by wheelchairs, prams etc

5.3. Special Projects

The stakeholder workshops identified several projects which would be outside Council’s normal footpath renewal and construction programs, requiring involvement from a range of Council departments and external bodies. To ensure these projects are captured for future consideration by Council, the special projects have been shown in the Priority Works Programs but are not costed or given a priority.

These special projects include:

- **Biggenden CBD Streetscape**
With the aid of consultant architects in 2020, Council carried out concept planning for streetscaping in the centre of Biggenden. Delivery of detailed design and construction of this project remains unfunded.
- **Gayndah CBD Streetscape**
It was noted during the Gayndah stakeholder workshop that the streetscape (i.e., footpath finishes, street furniture, street plantings etc) in the CBD are generally not of a standard expected in a modern town centre. Planning and design for streetscape improvements would guide the future renewal of footpaths and associated infrastructure and landscaping in this area.
- **Monto Nature Trail**
Some community members in Monto raised a potential nature walk that had previously been proposed by a past LandCare president. The path would approximately follow the waterway from the LandCare office, cross the rail corridor, run south of the high school, cross Airport Rd and Flinders St, then travel north of the Caravan Park to the old railway station.
- **Mundubbera**
Community members at the Mundubbera workshop requested consideration of a path on the Dimitrios Bridge which is on the Mundubbera – Durong Rd, crossing the Burnett River on the southern approach to town. The bridge and road are State-controlled assets and therefore are the responsibility of TMR. Given the likely cost of this path (more than \$10M) and the rural land use on the southern side of the bridge, this project may be difficult for Council and TMR to support in the short to medium term.

In addition, there is a major project planned by TMR:

- **Eidsvold**
TMR has funding committed to reconstruct and extend a 2.5m wide shared path parallel to the Burnett Highway between Esplanade St and the RM Williams Centre, connecting the skatepark and the showgrounds along the way. This work includes replacement of the aged pedestrian bridge over Boundary Creek. Design has been completed. Construction timing is yet to be confirmed.



Potential streetscape improvement in Biggenden will improve walkability

6. Implementation, Monitoring and Review

Action	Timeframe	Notes
Review project priorities and update costings	Annually as part of the development of the annual capital works program	The construction of new paths and improvements to existing paths needs to be balanced with renewal of existing paths that are in poor – very poor condition. Consider allocating funding to progress planning or design of the “special projects” that have been identified.
Monitor footpath usage and demand for new paths	Ongoing	This may be done through observation, feedback from members of the community and/or “Have Your Say” surveys.
Monitor opportunities for external funding	Ongoing	TMR provides 50/50 funding for pathway construction and improvement projects through its School Transport Infrastructure Program (STIP). All paths in the North Burnett towns support safe pedestrian and bicycle access to schools for school children. Other funding opportunities are likely to emerge from time to time.
Undertake periodic condition surveys to refine path renewal priorities	As per Council’s <i>Asset Management Plan - Roads & Bridges</i>	This may be carried out by Asset Management specialists, such as the Council staff and consultants utilised by Council in the past.
Formally update Walking Network Plans and Priority Works Programs	Nominally 10 years	The need to update the WNPs and Priority Works Program will depend on the rate of progress of project delivery and changes in pedestrian demand.



Mundubbera Riverwalk

7. References

1. *Queensland Walking Strategy 2019- 2029*, Queensland Government, 2019
2. *Action Plan for Walking 2022-2023*, Queensland Government, 2021
3. *Walkability Improvement Tool – A Decision Making Guide for Neighbourhood Enhancements*, Queensland Treasury, 2020
4. *Guidelines for Developing Principal Pedestrian Networks*, Victorian Government, 2015
5. *Designing Streets for Kids*, Global Designing Cities Initiative, 2020
6. *NBRC Asset Management Plan – Roads and Bridges*, North Burnett Regional Council, 2019
7. *Principal Cycle Network Plan – Wide Bay Burnett*, Queensland Department of Transport and Main Roads, 2016
8. *Guide to Road Design – Part 6A: Pedestrians and Cyclists*, Austroads, 2021
9. *Queensland Manual of Uniform Traffic Control Devices, Part 9*, Department of Transport and Main Roads, November 2022
10. *Australian Standard AS1742.9-2018 Manual of Uniform Traffic Control Devices Part 9 – 2018*

8. Limitations

This report -

- Has been prepared for NBRC and TMR for the purpose of informing pathway planning and construction in the towns studied. It may not be used or relied upon by any other persons or for any other purposes.
- Has not included detailed design and costings of the recommended works. Designs and costings will require review and updating prior to applications for funding and/or commitment of funding for each project.
- Is based on opinions and assumptions made by CRC based on the information available at the time and the scope of services required by NBRC. From time to time, walking facilities may be required in other locations which have not been identified in this report.
- Should be reviewed and updated periodically by Council and TMR.
- Applies the MCA project prioritisation method based on the State Government's *Guideline – Walking Local Government Grants*, augmented with additional criteria. The project priorities given in the report are a guide for Council. Project priorities should be reviewed annually by Council in the development of its budgets and programs.

Appendix A – Biggenden

Biggenden Walking Network Plan and Priority Works Program

Overview

The Walking Network Plan (WNP) and Priority Works Program (PWP) for Biggenden should be read in conjunction with the overarching report which explains the methodology, assumptions and limitations applicable.

Stakeholder Workshop

A stakeholder workshop was held in Biggenden on 2 December 2022 and was attended by a number of community members representing various interests. It was also attended by Council staff with good knowledge of the local area.

The workshop reviewed a draft WNP prepared by consultants Cormac Rd Civil (CRC), providing valuable input. Major walking destinations were refined and are shown on the WNP. The workshop also identified multiple important projects which have been included in the PWP and given additional priority for construction.

High Priority Works

- Safe access to the kindergarten including a crossing point on Caroline St.
- Improve access to the hospital by updating the crossing points at Victoria and Alice Streets.
- Pathway/s to the Lions Park, Service Station and intercity bus stop.
- A path to the police station, bowls club, museum and future women’s shed at the southern end of Edward St.
- Improved connections over the railway line.
- Improved path connections to the Caravan Park.
- Path on Gloucester St in ‘new town’ (west of the railway corridor).
- Provide kerb ramps at accessible parking bays.
- Seating on Walsh St path.
- Construction/renewal of kerb ramps generally.
- Path renewal and widening (eg. Beiers Park path on Edward St).

Other Works

Other proposed works were also raised at the workshop and have been included in the program:

- Widening the path on the western side of Edward St.
- Additional paths in the residential area west of the railway.
- Connection to the Bluff View walking track.

Future Related Projects

Future projects or activities which are relevant to the pathway network include:

- Possible Women’s Shed (at southern end of Edward St).



The PWP includes a connection to the start of the Bluff View walking track



Connections to the rail overbridge path

- CWA Hall is having the front access ramp replaced. A project is included in the PWP to improve path connections to this building.
- Additional signage is proposed for the Pioneer Walk in Breier Park.
- A walking trail has previously been proposed by members of the community for Mt Woowoonga (around the golf course and hospital).

Existing Path Locations and Conditions

Existing path locations and conditions are shown on the map below. This information has been sourced from data provided by Shepherd Asset Management Services.

Walking Network Plan and Priority Works Program

The Biggenden WNP and detailed PWP are attached.

Summary of Priority Works for Biggenden

Town	Work Priority	Est. Value
Biggenden	Essential	\$ 167,100
	Important	\$ 247,900
	Non-Essential	\$ 504,000
	Total	\$ 919,000

Special Projects

Concept plans for streetscaping in the CBD have been prepared, however major works are currently unfunded. This future project is included in the PWP but is not given a cost estimate or construction priority.

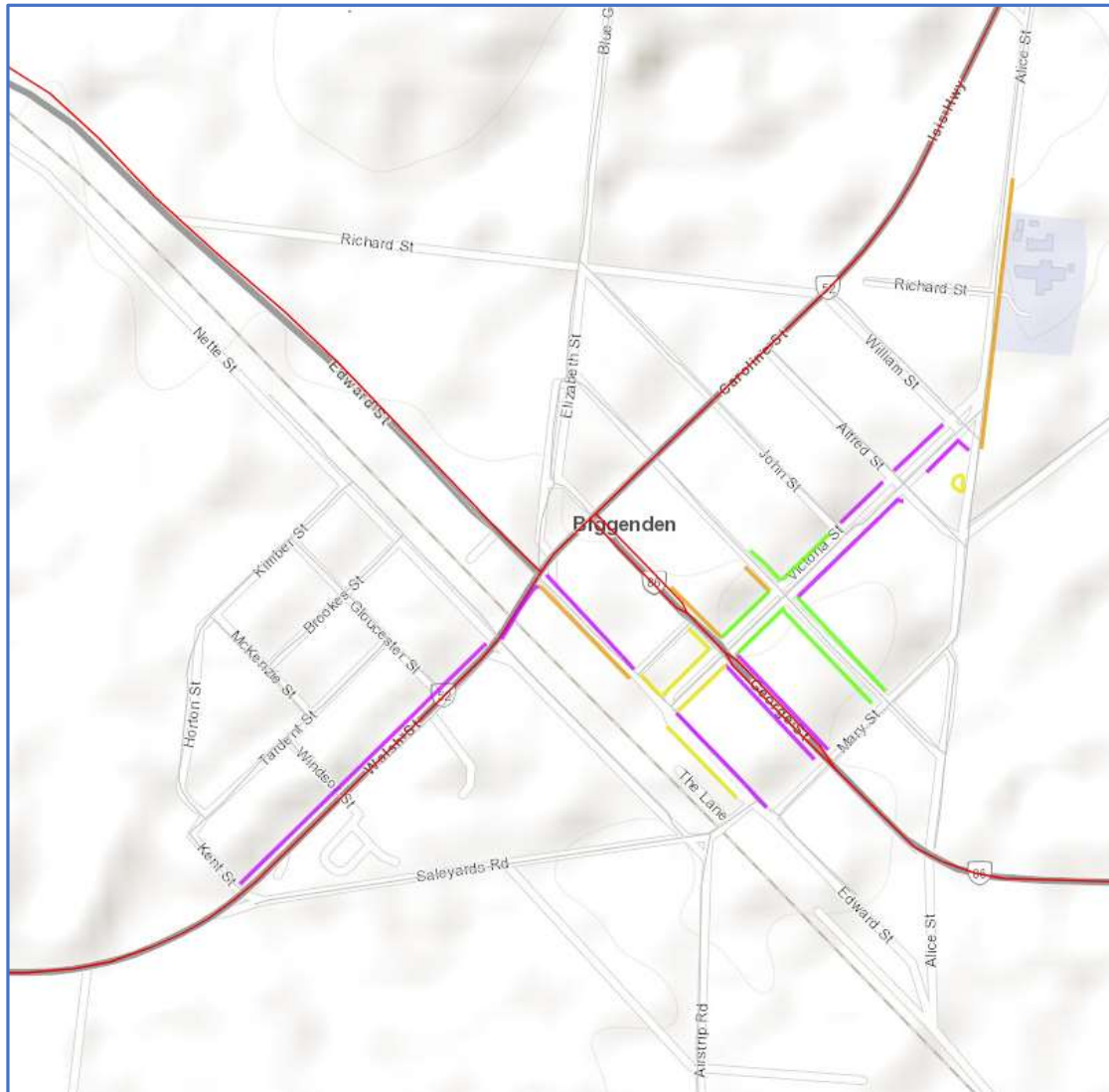


Showground and caravan park



Access to CWA hall and playground on Edward St

Existing Paths and Conditions in Biggenden



Condition - Footpath

- 1
- 2
- 3
- 4
- 5

1 = good / new condition
5 = very poor condition

DESTINATIONS



PRIMARY DESTINATION:

Biggenden Central Business District

SECONDARY DESTINATIONS:

1. Biggenden State School
2. Biggenden Multipurpose Health Service
3. Post Office
4. Biggenden Information Kiosk
5. Biggenden Showgrounds
6. Biggenden Swimming Pool
7. Apex Park - Skate Park
8. Biggenden Historical Society
9. Mountain View Caravan Park
10. Bluecare Biggenden Community and Respite Care
11. Biggenden Golf Course
12. Lions Park/ Intercity Bus stop
13. Biggenden Lawn Bowls Club
14. Beiers Park
15. Biggenden Wall of Fame and Pioneer Walk
16. Biggenden Self-Contained RV Stopover
17. Biggenden Doll & Toy Museum
18. Biggenden Motel
19. Burnett Livestock Exchange
20. Biggenden Sports Complex
21. Biggenden Kindergarten and Daycare
22. Tennis Courts

CRC-P4004

WALKING NETWORK PLANNING
BIGGENDEN WNP

crc

quality complex best for good solutions driven

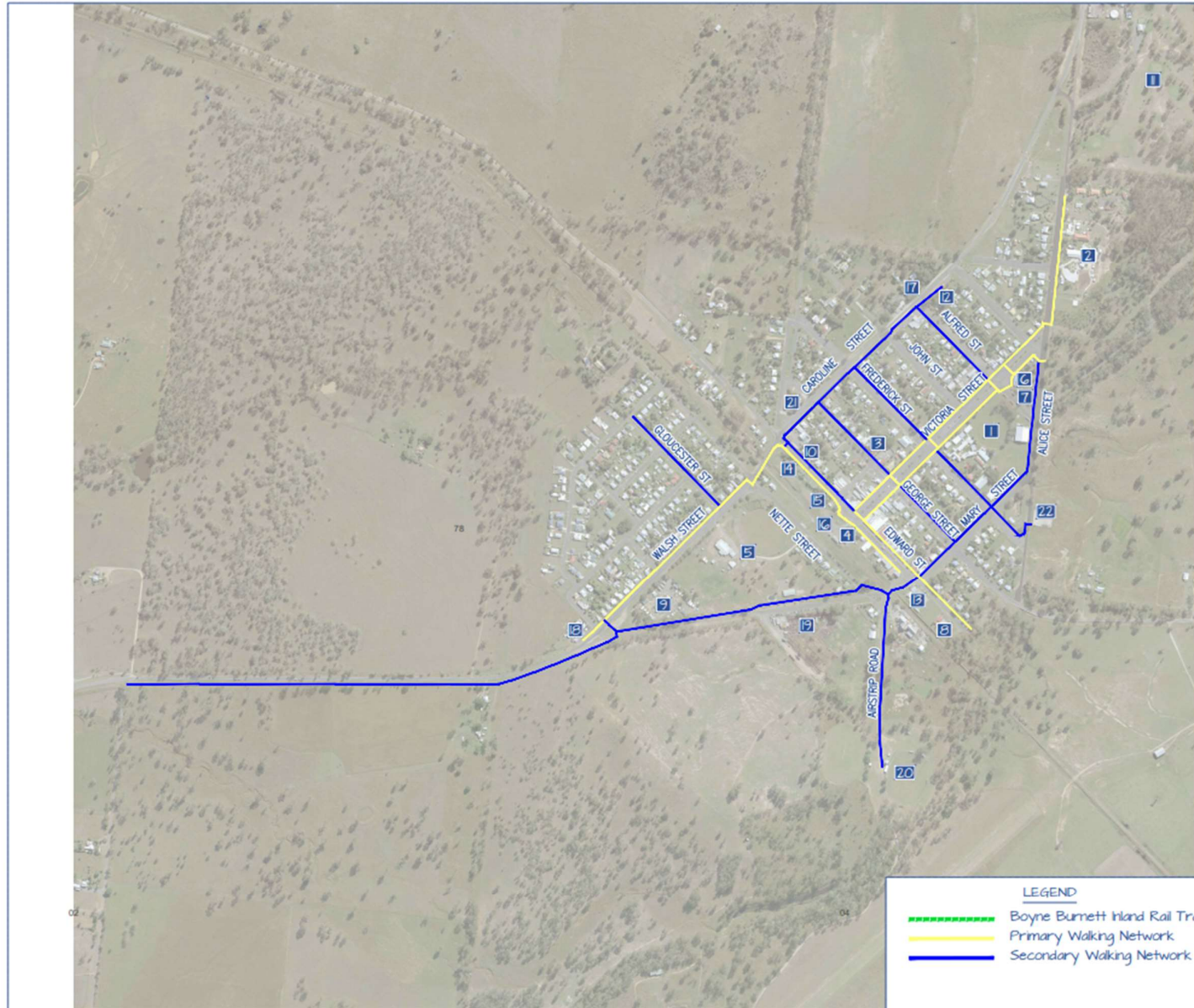
in collaboration with



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 Date Modified: 18/07/2023 12:20pm
 User: J. K. CRC Planning

2	Approved WNP	LJM	04/23
1	Issued For THM Approval		
2023	Revision Description	Drawn	Date

BIGGENDEN, QUEENSLAND



Priority Works Program - Biggenden

Ref	Town	Street	Side	Section	Recommendation	Length	Width	Quantity	Units	Unit Rate	Est Cost	Comments	MCA ranking
207	Biggenden	Airstrip Rd	Eastern	Saleyard Rd to Football and cricket grounds	Construct path	465	1.50	698	m2	\$ 120	\$ 83,700	Access to football and cricket grounds	Non-essential
208	Biggenden	Alfred St	Western	Caroline St to Victoria St	Construct path	270	1.50	405	m2	\$ 120	\$ 48,600	Access to Lions park, intercity bus stop and service station	Important
209	Biggenden	Alice St	Eastern	Victoria St to Hospital	Renew existing path	430	1.50	645	m2	\$ 120	\$ 77,400	Existing path in poor condition	Non-essential
210	Biggenden	Caroline St	Both	Edward St to George St	Construct crossing point for Kindergarten / Daycare Centre	NA	NA	1	ls	\$ 10,000	\$ 10,000	Consider pedestrian refuge island	Essential
211	Biggenden	Caroline St	Southern	Edward St to George St	Construct path	110	1.50	165	m2	\$ 120	\$ 19,800		Essential
212	Biggenden	Caroline St	Southern	George St to Frederick St	Construct path	110	1.50	165	m2	\$ 120	\$ 19,800		Essential
213	Biggenden	Caroline St	Southern	Frederick St to William St	Construct path	350	1.50	525	m2	\$ 120	\$ 63,000		Non-essential
214	Biggenden	Edward St	Both	Victoria St to Mary St	Construct kerb ramps at existing crossing points	NA	NA	1	ls	\$ 30,000	\$ 30,000	Three existing crossing points do not have kerb ramps	Important
215	Biggenden	Edward St	Eastern	Caroline St to Victoria St	Construct kerb ramp for accessible parking bay	NA	NA	1	ls	\$ 10,000	\$ 10,000	At Blue Care Community and Respite Centre	Essential
216	Biggenden	Edward St	Eastern	Augusta St intersection	Construct kerb ramps	NA	NA	1	ls	\$ 5,000	\$ 5,000	Replace existing steel grids	Essential
217	Biggenden	Edward St	Eastern	Victoria St intersection	Construct kerb ramps	NA	NA	1	ls	\$ 7,500	\$ 7,500	Replace existing steel grids	Essential
218	Biggenden	Edward St	Eastern	Mary St south	Construct path	140	1.50	210	m2	\$ 120	\$ 25,200	Construct path to connect to bowls club, historical society and police station	Essential
219	Biggenden	Edward St	Western	Caroline St to Augusta St	Renew existing path	260	1.50	390	m2	\$ 120	\$ 46,800	Existing path in poor condition and narrow. Reconstruct to rail overbridge. Include connections to existing shelters / seating in park	Important
220	Biggenden	Edward St	Western	Augusta St to Victoria St	Construct path to connect to playground, information kiosk and QCWA building	40	1.50	60	m2	\$ 200	\$ 12,000	Include kerb ramps to cross Edward St	Important
221	Biggenden	Frederick St	Eastern	Caroline St to Victoria St	Construct path	280	1.50	420	m2	\$ 120	\$ 50,400	Connection from Caroline St to school	Non-essential
222	Biggenden	Frederick St	Eastern	Mary St to Alice St	Construct path	110	1.50	165	m2	\$ 120	\$ 19,800		Important
223	Biggenden	George St	Western	Caroline St to Elizabeth St	Construct path from proposed crossing point to Kindergarten / Daycare Centre entrance	50	1.50	75	m2	\$ 120	\$ 9,000		Essential
224	Biggenden	George St	Eastern	Victoria St to Caroline St	Construct path	170	1.50	255	m2	\$ 120	\$ 30,600		Non-essential

Ref	Town	Street	Side	Section	Recommendation	Length	Width	Quantity	Units	Unit Rate	Est Cost	Comments	MICA ranking
225	Biggenden	George St	Western	Augusta St intersection	Construct kerb ramps	NA	NA	1	ls	\$ 5,000	\$ 5,000	Construct kerb ramp on northern side of intersection	Important
226	Biggenden	George St	Western	Caroline St to Augusta	Renew existing path	15	1.50	23	m2	\$ 120	\$ 2,700	Existing path in poor condition	Important
227	Biggenden	George St	Eastern	Caroline St to Victoria St	Renew existing path	50	1.50	75	m2	\$ 120	\$ 9,000	Sections of existing path in poor condition	Important
228	Biggenden	Gloucester St	Eastern	Walsh St to Kimber St	Construct path	325	1.50	488	m2	\$ 120	\$ 58,500		Non-essential
229	Biggenden	Saleyards Rd	Northern	Edward St to Walsh St	Construct path	780	1.50	1,170	m2	\$ 120	\$ 140,400	Connects showgrounds and caravan park to CBD	Non-essential
230	Biggenden	Victoria St	Both	George St intersection	Construct kerb ramps at intersection	NA	NA	1	ls	\$ 20,000	\$ 20,000	Construct compliant kerb ramps at all corners of intersection	Important
231	Biggenden	Victoria St	Northern	Alice St intersection	Extend path on northern side and construct additional crossing point on Alice St	60	1.50	90	m2	\$ 120	\$ 10,800	Improve access to Hospital	Essential
232	Biggenden	Victoria St	Northern	John St to Alfred St	Renew existing path	100	1.50	150	m2	\$ 120	\$ 18,000	Existing path in poor condition	Important
233	Biggenden	Victoria St	Northern	Alfred St to William St	Renew existing path	110	1.50	165	m2	\$ 120	\$ 19,800	Existing path in poor condition	Important
234	Biggenden	Victoria St	Northern	George St to Frederick St	Construct kerb ramp for accessible parking bay	NA	NA	1	ls	\$ 10,000	\$ 10,000	At Memorial Hall	Essential
235	Biggenden	Walsh St	Both	Gloucester St to Nette St	Construct crossing point to connect existing path to pedestrian bridge	NA	NA	1	ls	\$ 10,000	\$ 10,000	Existing path does not connect to pedestrian path on rail overbridge	Essential
236	Biggenden	Walsh St	Both	Caravan Park	Construct crossing point for Caravan Park to path on northern side	NA	NA	1	ls	\$ 10,000	\$ 10,000		Essential
237	Biggenden	Walsh St	Both	Caravan Park to Rail overpass	Install seating	NA	NA	1	ls	\$ 20,000	\$ 20,000	Consider shade shelter/s also.	Essential
238	Biggenden	Walsh St	Southern	Kent St intersection	Construct path to connect to Bluff View Walking Track	90	1.50	135	m2	\$ 120	\$ 16,200	Connection to Bluff View Walking Track around heavy vehicle rest area	Important
239	Biggenden	Edward St	Southern	CBD	Streetscaping					TBD	TBD	Special project - Streetscaping project as per previous planning by Council	

Appendix B - Eidsvold

Eidsvold Walking Network Plan and Priority Works Program

Overview

The Walking Network Plan (WNP) and Priority Works Program (PWP) for Eidsvold should be read in conjunction with the overarching report which explains the methodology, assumptions and limitations applicable.

Stakeholder Workshop

A stakeholder workshop was held in Eidsvold on 1 December 2022 and was attended by a number of community members representing various interests. It was also attended by Council staff with good knowledge of the local area.

The workshop reviewed a draft WNP prepared by consultants CRC, providing valuable input. Major walking destinations were refined and are shown on the WNP. The workshop also identified a number of important projects which have been included in the PWP and given additional priority for construction.

High Priority Works

- Provide a connection to the golf club, men's shed, service station (which sells take-away food) and RM Williams Centre. Additional planning and consultation is required for this as there are alternative routes available, including using the existing pedestrian bridge near Crown St and connecting to the rail corridor, or by extending the path within the Burnett Highway corridor (for which TMR has funding committed and designs complete). A safe crossing point on the highway is required and this will require liaison with TMR.
- Renew sections of path on Moreton St that are in poor condition.
- Improve connections to the school. It was noted that there are short missing sections of paths, missing kerb ramps, no pathway for parking area on Golden Spur St, and kerbing and accessible parking bay obstructing the zebra crossing.
- Extend the path network down Hamilton St and along Esplanade St to connect to the doctor's surgery, caravan park, golf course, bowls club and tennis courts.
- Provide accessible connections from Moreton St to the Star Hotel corner where there are currently no kerb ramps and challenging level differences.
- Repair pedestrian bridges near Crown St and on the Boundary Creek path (to skatepark).

Other Works

Other proposed works were also raised at the workshop and have been included in the program:

- Extend path on Golden Spur St to Hamilton Ave.
- Improve connections at the hospital.
- Consider providing a path to the cemetery.
- Improve general connectivity at intersections by completing missing section and constructing kerb ramps.
- Provide pathways to the daycare centre on Mount Rose St from the CBD and the school.



Golf course access



No kerb ramps – Burnett Hwy and Moreton St

- Provide lighting to the proposed path on Esplanade St, between Hamilton St and the bowls club
- Provide connections to the skatepark
- Install shade, drinking fountains and seating near the skatepark and on the path to the hospital
- Consider widening the Boundary Creek path as a shared path for recreational use by pedestrians and cyclists
- Construct a path on Mount Rose St west to the start of Pownall St (currently used for recreation and exercise)
- Consider improved crossings/access to the pool from Hodgkinson St.

Future related projects

- TMR has funding committed and designs completed to replace and extend a shared path parallel to the Burnett Highway from Esplanade St to the RM Williams Centre. The project includes replacement of the pedestrian bridge over Boundary Creek. Construction timing is expected to be confirmed soon.
- Activation of the Boyne – Burnett Inland Rail Trail is proposed. Connections from the rail trail to the CBD will be required. The trail is currently used by some local people but requires upgrading, including a highway crossing.
- The elderly care units (Moreton Street north of Crown St) are being extended.
- Community members noted that additional public housing and government medical accommodation has been mooted in the vicinity of the elderly care units.

Existing Path Locations and Conditions

Existing path locations and conditions are shown on the map below. This information has been sourced from data provided by Shepherd Asset Management Services

Walking Network Plan and Priority Works Program

The Eidsvold WNP and detailed PWP are attached

Summary of Priority Works for Eidsvold

Town	Work Priority	Est. Value
Eidsvold	Essential	\$ 187,400
	Important	\$ 455,800
	Non-Essential	\$ 916,300
	Total	\$ 1,559,500

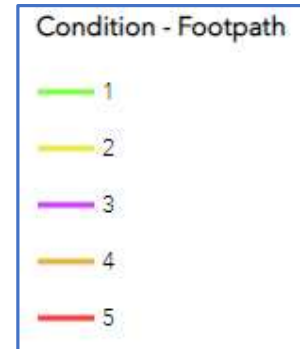
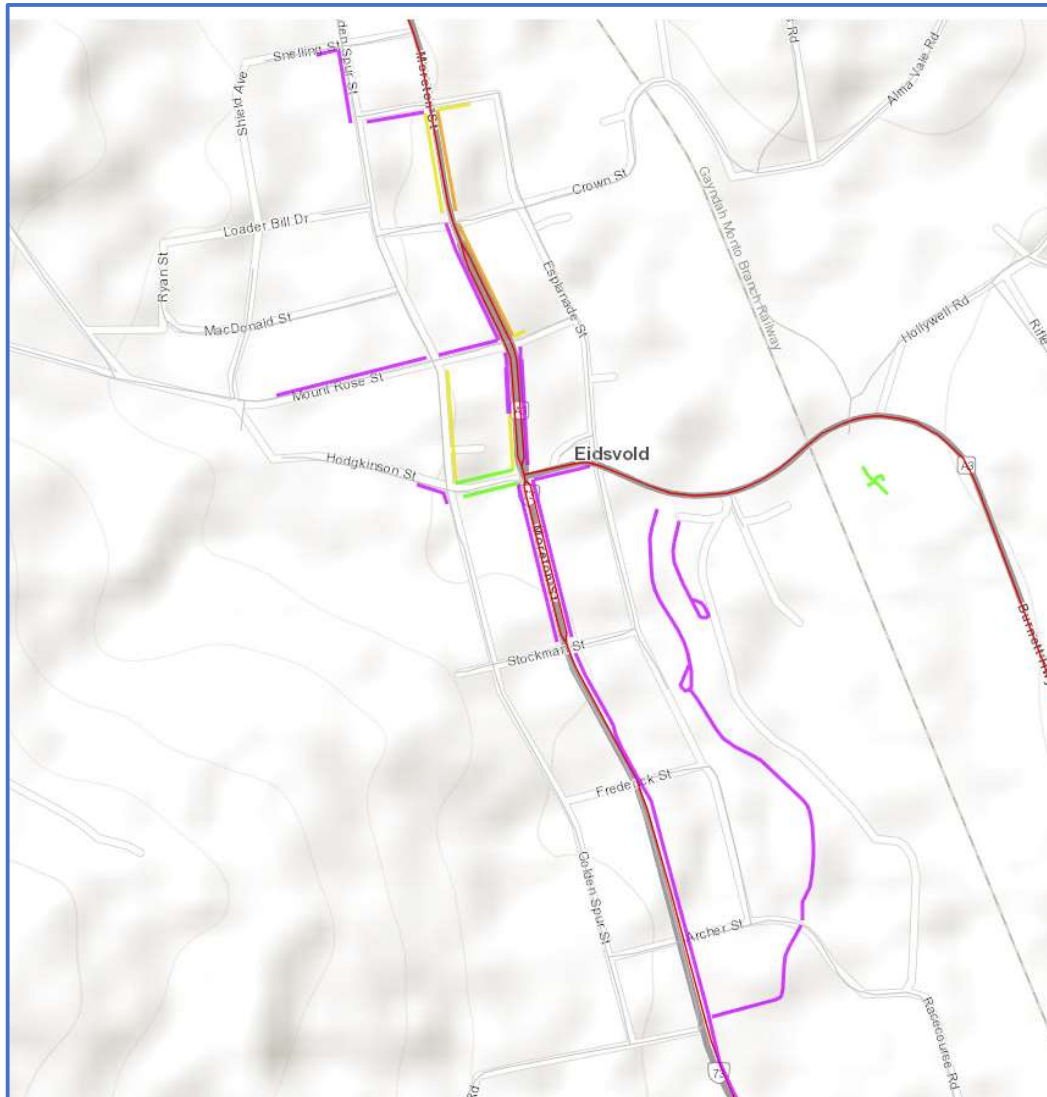


Pedestrian and cycle access to school



Connection to hospital building entrance

Existing Paths and Conditions in Eidsvold



1 = good / new condition
5 = very poor condition

Priority Works Program - Eidsvold

Ref	Town	Street	Side	Section	Recommendation	Length	Width	Quantity	Units	Unit Rate	Est Cost	Comments	MICA ranking
240	Eidsvold	Boundary Creek path	NA	Burnett Hwy to Reservoir Rd	Upgrade to shared path standard and provide connections to Esplanade St	1,170	3.00	3,510	m2	\$ 120	\$ 421,200	Upgrade to 3.0m shared path standard for use by cyclists	Non-essential
241	Eidsvold	Boundary Creek path	NA	Burnett Hwy to Reservoir Rd	Provide shelter, seating and water on Boundary Creek pathway	NA	NA	1	ls	\$ 30,000	\$ 30,000		Non-essential
242	Eidsvold	Burnett Highway	Southern	Esplanade St to skate park	Renew existing path	200						Reconstruct path from Esplanade St to skate park. This work is planned and funded by TMR	Essential
243	Eidsvold	Burnett Highway	Southern	Esplanade St to skate park	Renew existing bridge	NA						Repair or replace bridge. This work is planned and funded by TMR.	Essential
244	Eidsvold	Burnett Highway	Southern	Esplanade St to skate park	Provide shelter, seating and water at skate park	NA	NA	1	ls	\$ 30,000	\$ 30,000	May also service pedestrians and cyclists to showgrounds etc	Important
245	Eidsvold	Crown St	Northern	Moreton St to Esplanade St	Construct path	120	1.50	180	m2	\$ 120	\$ 21,600		Important
246	Eidsvold	Crown St	Northern	Esplanade St to Men's Shed	Construct path	370	1.50	555	m2	\$ 120	\$ 66,600		Important
247	Eidsvold	Esplanade St	Eastern	Esplanade St to Golf Course	Construct path and repair pedestrian bridge	NA	NA	1	ls	\$ 100,000	\$ 100,000	Construct path from Esplanade St to golf course including repairing/replacing bridge over gully	Important
248	Eidsvold	Esplanade St	Western	Hamilton Ave to Crown St	Construct path	190	1.50	285	m2	\$ 120	\$ 34,200		Important
249	Eidsvold	Esplanade St	Western	Crown St to Mount Rose St	Construct path	210	1.50	315	m2	\$ 120	\$ 37,800		Non-essential
250	Eidsvold	Esplanade St	Western	Mount Rose St to Hodgkinson St	Construct path	195	1.50	293	m2	\$ 120	\$ 35,100		Non-essential
251	Eidsvold	Esplanade St	Western	Hamilton Ave to Hodgkinson St	Install lighting	NA	NA	10	per light	\$ 5,000	\$ 50,000	Lighting for pedestrians - caravan park to bowls club	Non-essential
252	Eidsvold	Esplanade St	Western	Hodgkinson St to Stockman St	Construct path	300	1.50	450	m2	\$ 120	\$ 54,000	Include connection to Boundary Creek Path	Non-essential
253	Eidsvold	Esplanade St	Western	Stockman St to Archer St	Construct path	560	1.50	840	m2	\$ 120	\$ 100,800	Include connection to Boundary Creek Path	Non-essential
254	Eidsvold	Golden Spur St	Both	Mount Rose St intersection	Construct kerb ramps at Mount Rose St intersection	NA	NA	1	ls	\$ 20,000	\$ 20,000	Construct compliant kerb ramps for all existing paths	Non-essential

Ref	Town	Street	Side	Section	Recommendation	Length	Width	Quantity	Units	Unit Rate	Est Cost	Comments	MICA ranking
255	Eidsvold	Golden Spur St	Both	Mount Rose St to Stockman St	Upgrade connections to School	NA	NA	1	ls	\$ 50,000	\$ 50,000	Construct connecting path to zebra crossing, remove parking bay from crossing, connect/upgrade paths on northern side of Hodgkinson St, extend path on Hodgkinson St on school frontage, construct path on Golden Spur St on school / car parking frontage, linemarking and signage	Essential
256	Eidsvold	Golden Spur St	Western	Hodgkinson St to Hamilton Ave	Construct path	660	1.50	990	m2	\$ 120	\$ 118,800	Construct new path include kerb ramps at intersections	Non-essential
257	Eidsvold	Hamilton Ave	Southern	Medical Centre to Esplanade St	Construct path	55	1.50	83	m2	\$ 120	\$ 9,900	Construct new path to connect Medical Centre to (proposed path on) Esplanade St	Important
258	Eidsvold	Hodgkinson St	Northern	Moreton St to Esplanade St	Construct path to pool	80	1.50	120	m2	\$ 120	\$ 14,400	Path connection to existing pedestrian bridge over stormwater channel	Important
259	Eidsvold	Moreton St	Both	Hospital entrance	Path connection to Hospital entrance	NA	NA	1	ls	\$ 10,000	\$ 10,000	Desirable for Queensland Health to construct internal path also.	Essential
260	Eidsvold	Moreton St	Both	Mount Rose St intersection	Construct compliant kerb ramps at intersection	NA	NA	1	ls	\$ 20,000	\$ 20,000	Construct kerb ramps for all crossing points at intersection	Essential
261	Eidsvold	Moreton St	Eastern	Mount Rose St to Hamilton Ave	Renew existing path	430	1.50	645	m2	\$ 120	\$ 77,400	Existing path is in very poor condition	Essential
262	Eidsvold	Moreton St	Eastern	Hodgkinson St to Stockman St	Construct kerb ramp at Hodgkinson St	NA	NA	1	ls	\$ 20,000	\$ 20,000	Provides accessible path to Star Hotel. Ramp may be east of the Moreton / Hodgkinson intersection.	Essential
263	Eidsvold	Moreton St	Eastern	Hodgkinson St to Stockman St	Renew existing path	295	1.50	443	m2	\$ 120	\$ 53,100	Existing path in poor condition	Important
264	Eidsvold	Moreton St	Eastern	Stockman St intersection	Construct kerb ramps at Stockman St	NA	NA	1	ls	\$ 5,000	\$ 5,000		Essential
265	Eidsvold	Moreton St	Western	Crown St intersection	Construct kerb ramps	NA	NA	1	ls	\$ 5,000	\$ 5,000		Essential
266	Eidsvold	Mount Rose St	Northern	Shield Ave to Ray Pownall Dr	Construct path	270	1.50	405	m2	\$ 120	\$ 48,600	Construct new path from end of the existing path to Ray Pownall Dr (Airport access road)	Non-essential
267	Eidsvold	Path to RM Williams and Service Station	NA	Esplanade St to Railway Station Rd	Construct path from Esplanade St to R M Williams Centre, Men's Shed, Golf Club, RV parking, showgrounds, BP Service Station	700	1.50	1,050	m2	\$ 120	\$ 126,000	Construct new path from Esplanade St to RM Williams Centre and Service Station, including crossing point on Burnett Highway. Requires planning to identify corridor. May use rail corridor, Crown St, golf course land.	Important

Appendix C - Gayndah

Gayndah Walking Network Plan and Priority Works Program

Overview

The Walking Network Plan (WNP) and Priority Works Program (PWP) for Gayndah should be read in conjunction with the overarching report which explains the methodology, assumptions and limitations applicable.

Stakeholder Workshop

A stakeholder workshop was held in Gayndah on 28 November 2022 and was attended by a number of community members representing various interests. It was also attended by a NBRC Councillor and Council staff with good knowledge of the local area.

The workshop reviewed a draft WNP prepared by consultants CRC, providing valuable input. Major walking destinations were refined and are shown on the WNP. The workshop also identified multiple important projects which have been included in the PWP and given additional priority for construction.

High Priority Works

- Extend the Capper St path to Zonhoven Park, the RV/free camping area on the eastern side of Oaky Creek. This was the highest priority pathway construction project identified by the stakeholder workshop.
- Extend primary path along Meson St to Barrow St and on Barrow St to the caravan park.
- Construct path on Anzac Pde and Simon St to Capper St, connecting to Council depot, Gunther Village Aged Care, and the IGA.
- Construct a crossing point at the intersection of Bridge St and Dalgangal Rd.
- Provide a path, including road crossing point, to the entrance of the Lions Park on Anzac Ave.
- Construct paths on Simon St and Maltby St to connect to the Riverwalk entry points.
- Construct stage 2 of the Riverwalk (from Simon St to the pool).

Other Works

Other possible improvements were raised at the workshop and have been included in the program.

- Construct path on Queen St (Fielding St to Spencer St) to connect to sports facilities and school. Consider current parking arrangements.
- Review shared use on Capper St footpaths. Currently bicycles, scooters and skateboards are banned by old signs on the Capper St footpath in the CBD. Stakeholders at the workshop (including police), agreed that the restrictions could be removed as it is safer for cyclists (particularly children), to use the footpath rather than the roadway.
- Install bicycle racks in the CBD area as bikes are being left outside businesses, including in the gardens at the doctor's clinic.



Capper St crossing point - shrub potentially obscures pedestrians



Example of poor path connections at an intersection



Bridge St / Dalgangal St intersection

- Street crossings in general need to be improved where kerb ramps are missing or their current condition is sub-standard.
- Provide seating and shade in Simon St near Gunther Village.
- Consider signage on Bridge St to advise pedestrians to use the pathway on the bridge rather than the traffic lanes.
- Construct a path to the Mt Archer lookout, separate from the road and consider lighting this path.
- Conduct an audit of existing signs and provide wayfinding signs. Consider cultural, community, nature and/or history bollards/signs for a walking tour.
- Install lighting from Mackenzie Bridge to Zonhaven Park.
- Some community members identified that lighting in the town could be improved with additional lights and/or upgrading to LED lights.
- Extend the path on Dalgangal Rd to the Norco Depot, public park and toilets, mechanic workshop and other businesses.

Future related projects

Future projects or activities which are relevant to the pathway network include:

- Extend Riverside Pathway eastwards from Simon St to the Pool
- Extend Riverside Pathway westwards from bridge to Barrow St. Priority for this is lower than the extension to the Pool.

Both projects have been included in the PWP.

Existing Path Locations and Conditions

Existing path locations and conditions are shown on the map below. This information has been sourced from data provided by Shepherd Asset Management Services.

Walking Network Plan and Priority Works Program

The Gayndah WNP and detailed PWP are attached.

Summary of Priority Works for Gayndah

Town	Work Priority	Est. Value
Gayndah	Essential	\$ 243,900
	Important	\$ 2,989,300
	Non-Essential	\$ 2,546,100
	Total	\$ 5,779,300



Queen St - Missing kerb ramp and path connections at school



Fielding St - Missing path connections at school

Special Projects

As noted above, the streetscape in the Gayndah CBD is dated and could be improved. A potential future streetscaping project would be a major expense and requires further consideration regarding priority and potential sources of funding. It has been included in the PWP but has not been given a cost estimate or construction priority.

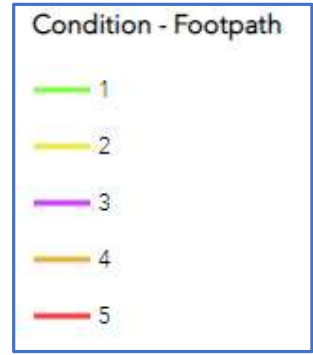
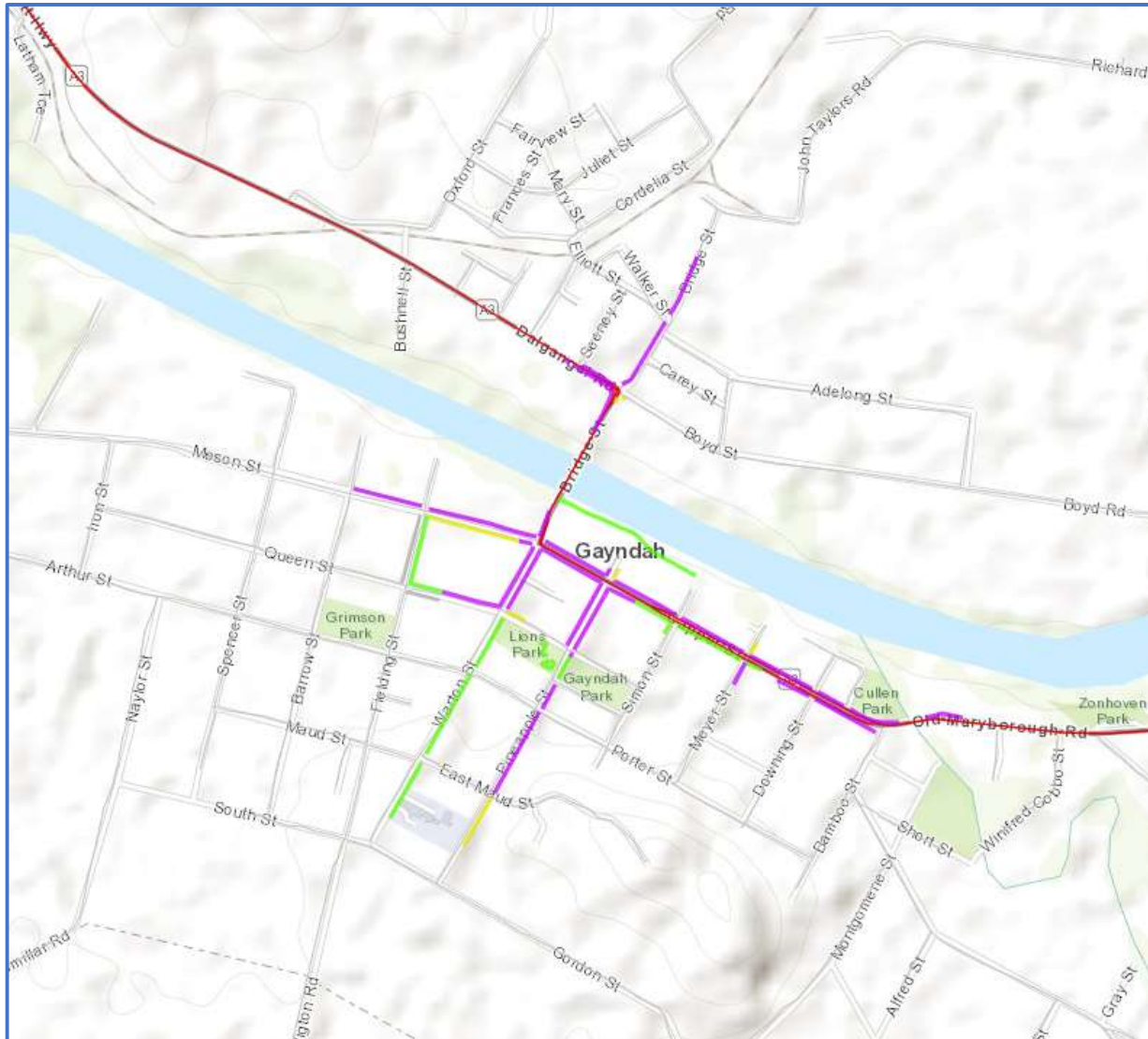


WNP includes path extension on Meson St



Connections to Lions Park included in PWP

Existing Paths and Conditions in Gaydah



1 = good / new condition
5 = very poor condition

GAYNDAH, QUEENSLAND

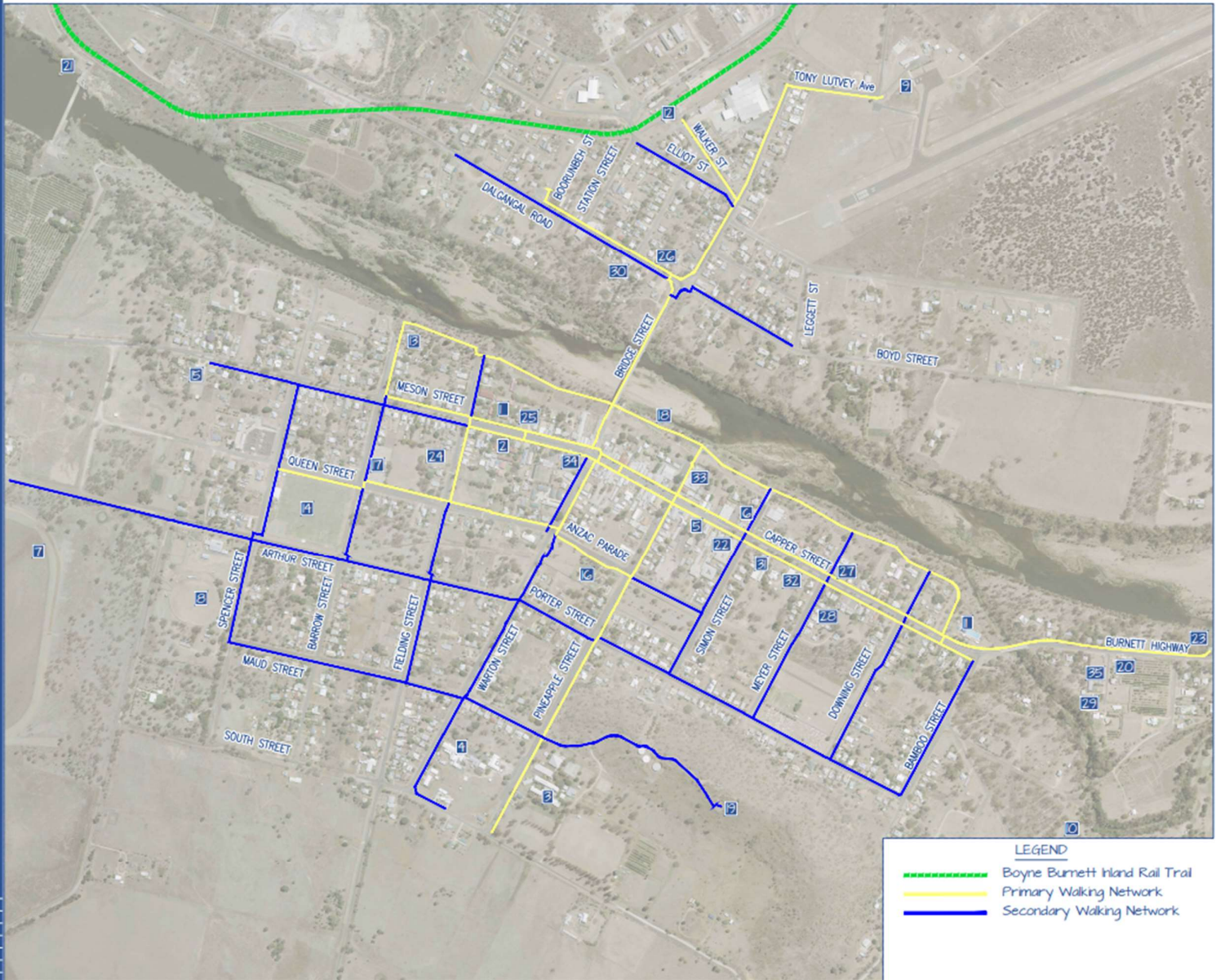
DESTINATIONS

PRIMARY DESTINATION

- 1. Gayndah Central Business District

SECONDARY DESTINATIONS

- St Joseph's Catholic Primary School & Church
- Gayndah State Primary School
- Burnett State College
- Hospital
- Post Office
- Museum and Information Centre
- Racecourse
- Showgrounds
- Airport, Emergency Mgmt. Centre & Mens Shed
- Golf Course
- Gayndah Pool
- Gayndah Train Station - Heritage railway with caravan stopover facilities
- Riverview Caravan Park and Cabins
- Peter Dunn Oval - Multi-use sports field
- Bluecare Aged Care
- Lions Park - skatepark & day use rec. areas
- Tennis Courts
- Riverwalk - Parkrun
- Archers Lookout
- Gayndah's Big Orange
- Claude Wharton Weir
- Gunther Village
- Zorhoven Park
- Indigenous Well-being Center
- Art Gallery & Uniting Church
- Wesleyan Methodist Church
- Anglican Parish of Gayndah
- Country Hope Church
- Gayndah Seventh-day Adventist
- Liberty Motel & Caravan Park
- Country Roads Motor Inn
- Colonial Motor Inn
- Golden Orange Hotel
- Grand Hotel
- Gayndah A Motel



LEGEND

- Boyne Burnett Inland Rail Trail
- Primary Walking Network
- Secondary Walking Network

CRC-P4001

WALKING NETWORK PLANNING
GAYNDAH WNP

crc

quality people. best focused solution driven.

in collaboration with



**NORTH BURNETT
REGIONAL COUNCIL**

Issue No.	Issue Description	Issue Date	Issue Status
1	Approved WNP	LBM	09/23
2	Issued For TMR Approval		
3			
4			
5			
6			
7			
8			
9			
10			

Priority Works Program - Gayndah

Ref	Town	Street	Side	Section	Recommendation	Length	Width	Quantity	Units	Unit Rate	Est Cost	Comments	MCA ranking
1	Gayndah	Anzac Pde	Southern	Warton St to Pineapple St	Construct path	220	1.50	330	m2	\$ 120.00	\$ 39,600	Connects to Lions park incl playground	Essential
2	Gayndah	Anzac Pde	Southern	Pineapple St to Simon St	Construct path	220	1.50	330	m2	\$ 120.00	\$ 39,600		Important
3	Gayndah	Anzac Pde	Both	Warton St to Pineapple St	Construct crossing points to Lions Park	NA	NA	1	ls	\$ 10,000.00	\$ 10,000		Essential
4	Gayndah	Arthur St	Southern	Warton St to Fielding St	Construct path	240	1.50	360	m2	\$ 120.00	\$ 43,200		Non-essential
5	Gayndah	Arthur St	Southern	Fielding St to Barrow St	Construct path	240	1.50	360	m2	\$ 120.00	\$ 43,200		Non-essential
6	Gayndah	Arthur St	Southern	Barrow St to Spencer St	Construct path	240	1.50	360	m2	\$ 120.00	\$ 43,200		Non-essential
7	Gayndah	Arthur St	Southern	Spencer St to Racecourse	Construct path	600	1.50	900	m2	\$ 120.00	\$ 108,000		Non-essential
8	Gayndah	Bamboo St	Western	Capper St to Porter St	Construct path	410	1.50	615	m2	\$ 120.00	\$ 73,800		Non-essential
9	Gayndah	Barrow St	Eastern	Meson St to Caravan Park	Construct path	170	1.50	255	m2	\$ 120.00	\$ 30,600		Essential
10	Gayndah	Barrow St	Eastern	Meson St to Queen St	Construct path	220	1.50	330	m2	\$ 120.00	\$ 39,600		Non-essential
11	Gayndah	Barrow St	Eastern	Queen St to Arthur St	Construct path	220	1.50	330	m2	\$ 120.00	\$ 39,600		Important
12	Gayndah	Boyd St	Southern	Bridge St to Leggett St	Construct path	350	1.50	525	m2	\$ 120.00	\$ 63,000		Non-essential
13	Gayndah	Bridge St	Western	Walker St to Tony Lutvey Ave	Construct path	170	1.50	255	m2	\$ 120.00	\$ 30,600		Important
14	Gayndah	Bridge St	Western	Capper St to Dalgangal Rd	Construct crossing points at Dalgangal Rd I/S	NA	NA	1	ls	\$ 25,000.00	\$ 25,000		Essential
15	Gayndah	Bridge St	Western	Walker St to Tony Lutvey Ave	Construct kerb ramp / connection to Packers access	NA	NA	1	ls	\$ 2,500.00	\$ 2,500		Important
16	Gayndah	Bridge St	Western	Capper St to Burnett River Bridge	Renew existing path	75	1.50	113	m2	\$ 120.00	\$ 13,500		Important
17	Gayndah	Bridge St	Western	Burnett River Bridge to Dalgangal Rd	Renew existing path	140	1.50	210	m2	\$ 120.00	\$ 25,200		Important
18	Gayndah	Bridge St	Western	Dalgangal Rd to Walker St	Renew existing path	270	1.50	405	m2	\$ 120.00	\$ 48,600		Non-essential
19	Gayndah	Bridge St	Western	Walker St to Packers access	Renew existing path	190	1.50	285	m2	\$ 120.00	\$ 34,200		Non-essential
20	Gayndah	Capper St	Northern	Bridge St to Maltby Pl	Renew existing path	210	4.00	840	m2	\$ 300.00	\$ 252,000	Higher unit rate for CBD path finishes	Important
21	Gayndah	Capper St	Northern	Maltby Pl to Simon St	Renew existing path	210	4.00	840	m2	\$ 300.00	\$ 252,000	Higher unit rate for CBD path finishes	Important
22	Gayndah	Capper St	Northern	Simon St to Meyer St	Renew existing path	220	1.50	330	m2	\$ 120.00	\$ 39,600		Important
23	Gayndah	Capper St	Northern	Meyer St to Downing St	Renew existing path	220	1.50	330	m2	\$ 120.00	\$ 39,600		Important
24	Gayndah	Capper St	Northern	Downing St to Cullen Ave	Renew existing path	100	1.50	150	m2	\$ 120.00	\$ 18,000		Essential
25	Gayndah	Capper St	Northern	Cullen Ave to Mackenzie Bridge	Renew existing path	160	1.50	240	m2	\$ 120.00	\$ 28,800		Important
26	Gayndah	Capper St	Northern	Mackenzie Bridge to end of path	Renew existing path	150	1.50	225	m2	\$ 120.00	\$ 27,000		Important
27	Gayndah	Capper St	Southern	Bamboo St to Downing St	Renew existing path	210	1.50	315	m2	\$ 120.00	\$ 37,800		Important

Ref	Town	Street	Side	Section	Recommendation	Length	Width	Quantity	Units	Unit Rate	Est Cost	Comments	MICA ranking
28	Gayndah	Capper St	Southern	Downing St to Meyer St	Renew existing path	110	1.50	165	m2	\$ 120.00	\$ 19,800	Renew from Downing St to service station	Essential
29	Gayndah	Capper St	Southern	Downing St to Meyer St	Construct concrete path through service station access	60	1.50	90	m2	\$ 250.00	\$ 22,500		Important
30	Gayndah	Capper St	Southern	Meyer St to Simon St	Replace kerb ramp at Meyer St	NA	NA	1	ls	\$ 2,500.00	\$ 2,500		Essential
31	Gayndah	Capper St	Southern	Meyer St to Simon St	Replace kerb ramp at Simon St	NA	NA	1	ls	\$ 2,500.00	\$ 2,500		Essential
32	Gayndah	Capper St	Southern	Simon St to Pineapple St	Replace kerb ramp at Simon St	NA	NA	1	ls	\$ 2,500.00	\$ 2,500		Essential
33	Gayndah	Capper St	Southern	Simon St to Pineapple St	Remove shrub and upgrade pedestrian refuge	NA	NA	1	ls	\$ 15,000.00	\$ 15,000	Shrub obscures visibility of/for pedestrians in median refuge	Essential
34	Gayndah	Capper St	Southern	Simon St to Pineapple St	Renew existing path	90	4.00	360	m2	\$ 300.00	\$ 108,000	Renew from Post Office to Pineapple St. Higher rate for CBD path finishes	Important
35	Gayndah	Capper St	Southern	Pineapple St to Warton St	Renew existing path	210	4.00	840	m2	\$ 300.00	\$ 252,000		Important
36	Gayndah	Capper St	Southern	Warton St to Fielding St	Renew existing path	50	4.00	200	m2	\$ 300.00	\$ 60,000	Renew in front of Grand Hotel. Higher rate for CBD path finishes	Important
37	Gayndah	Cullen Av	Eastern	Capper St to Riverwalk	Construct path	130	1.50	195	m2	\$ 120.00	\$ 23,400		Essential
38	Gayndah	Dalgangal Rd	Northern	Bridge St to Seeney St	Renew existing path	130	1.50	195	m2	\$ 120.00	\$ 23,400		Important
39	Gayndah	Dalgangal Rd	Northern	Seeney St to Station St	Construct path	160	1.50	240	m2	\$ 120.00	\$ 28,800		Important
40	Gayndah	Dalgangal Rd	Northern	Station St to Boorunbeh St	Construct path	160	1.50	240	m2	\$ 120.00	\$ 28,800		Important
41	Gayndah	Dalgangal Rd	Southern	Bridge St to Caravan Park	Renew existing path	160	1.50	240	m2	\$ 120.00	\$ 28,800		Non-essential
42	Gayndah	Dalgangal Rd	Southern	Bridge St to Caravan Park	Construct path through service station access	40	1.50	60	m2	\$ 250.00	\$ 15,000		Non-essential
43	Gayndah	Dalgangal Rd	Southern	Caravan Park to Norco	Construct path	540	1.50	810	m2	\$ 250.00	\$ 202,500		Non-essential
44	Gayndah	Downing St	Eastern	Capper St to Porter St	Construct path	410	1.50	615	m2	\$ 120.00	\$ 73,800		Non-essential
45	Gayndah	Downing St	Eastern	Capper St to Riverwalk	Construct path	145	1.50	218	m2	\$ 120.00	\$ 26,100		Non-essential
46	Gayndah	East Maud St	Southern	Warton St to Pineapple St	Construct path	230	1.50	345	m2	\$ 120.00	\$ 41,400		Non-essential
47	Gayndah	East Maud St	Southern	Pineapple St to Lookout	Construct shared path	560	3.00	1,680	m2	\$ 300.00	\$ 504,000	Unit rate allows for earthworks etc	Non-essential
48	Gayndah	Elliot St	Southern	Walker St to Station St	Construct path	290	1.50	435	m2	\$ 120.00	\$ 52,200		Non-essential
49	Gayndah	Fielding St	Eastern	Maud St to Arthur St	Construct path	275	1.50	413	m2	\$ 120.00	\$ 49,500		Non-essential
50	Gayndah	Fielding St	Eastern	Arthur St to Queen St	Construct path	190	1.50	285	m2	\$ 120.00	\$ 34,200		Non-essential
51	Gayndah	Fielding St	Western	Capper St to Queen St	Construct path (missing connection to zebra crossing)	15	3.00	45	m2	\$ 200.00	\$ 9,000	Missing path connect to zebra crossing	Important
52	Gayndah	Fielding St	Eastern	Capper St to West Burnett Tce	Construct path	180	1.50	270	m2	\$ 120.00	\$ 32,400		Non-essential
53	Gayndah	Gordon St	Northern	Warton St to Ambulance Station	Construct path	100	1.50	150	m2	\$ 120.00	\$ 18,000		Important

Ref	Town	Street	Side	Section	Recommendation	Length	Width	Quantity	Units	Unit Rate	Est Cost	Comments	MICA ranking
54	Gayndah	Maltby Pl	Eastern	Capper St to Riverwalk	Construct path	130	1.50	195	m2	\$ 120.00	\$ 23,400		Important
55	Gayndah	Maud St	Southern	Warton St to Fielding St	Construct path	160	1.50	240	m2	\$ 120.00	\$ 28,800		Non-essential
56	Gayndah	Maud St	Southern	Fielding St to Spencer St	Construct path	460	1.50	690	m2	\$ 120.00	\$ 82,800		Non-essential
57	Gayndah	Meson St	Northern	Barrow St to Fielding St	Renew existing path	220	1.50	330	m2	\$ 120.00	\$ 39,600		Important
58	Gayndah	Meson St	Northern	Fielding St to Warton St	Renew existing path	340.00	1.50	510	m2	\$ 120.00	\$ 61,200		Important
59	Gayndah	Meson St	Southern	Fielding St to Barrow St	Construct path	225	1.50	338	m2	\$ 120.00	\$ 40,500		Non-essential
60	Gayndah	Meson St	Southern	Barrow St to Spencer St	Construct path	225	1.50	338	m2	\$ 120.00	\$ 40,500		Non-essential
61	Gayndah	Meson St	Southern	Spencer St to BlueCare Aged Care	Construct path	370	1.50	555	m2	\$ 120.00	\$ 66,600		Non-essential
62	Gayndah	Meyer St	Eastern	Capper St to Porter St	Construct path	340	1.50	510	m2	\$ 120.00	\$ 61,200		Non-essential
63	Gayndah	Meyer St	Eastern	Capper St to Riverwalk	Construct path	145	1.50	218	m2	\$ 120.00	\$ 26,100		Non-essential
64	Gayndah	Burnett Highway	Northern	Mackenzie Bridge to ZonHoven Park	Construct path	500	1.50	750	m2	\$ 120.00	\$ 90,000		Important
65	Gayndah	Pineapple St	Eastern	Capper St to Anzac Pde	Renew existing path	230	1.50	345	m2	\$ 120.00	\$ 41,400		Important
66	Gayndah	Pineapple St	Eastern	Sam Weller Ave to East Maud St	Renew existing path	370	1.50	555	m2	\$ 120.00	\$ 66,600	Include realigning ramps at Porter St intersection	Important
67	Gayndah	Pineapple St	Western	Capper St to Anzac Pde	Renew existing path	210	1.50	315	m2	\$ 120.00	\$ 37,800		Non-essential
68	Gayndah	Porter St	Southern	Warton St to Pineapple St	Construct path	220	1.50	330	m2	\$ 120.00	\$ 39,600		Non-essential
69	Gayndah	Porter St	Northern	Pineapple St to Simon St	Construct path	220	1.50	330	m2	\$ 120.00	\$ 39,600		Non-essential
70	Gayndah	Porter St	Northern	Simon St to Meyer St	Construct path	220	1.50	330	m2	\$ 120.00	\$ 39,600		Non-essential
71	Gayndah	Queen St	Both	Warton St to Fielding St	Construct kerb ramp and path connections at Warton St I/S	NA	NA	1	ls	\$ 10,000.00	\$ 10,000		Important
72	Gayndah	Queen St	Northern	Warton St to Fielding St	Renew existing path	180	1.50	270	m2	\$ 120.00	\$ 32,400	Renew section from Warton St to School	Non-essential
73	Gayndah	Queen St	Both	Warton St to Fielding St	Construct ramps and path connection for zebra crossing	NA	NA	1	ls	\$ 10,000.00	\$ 10,000	Missing ramps and path connections at zebra crossing	Important
74	Gayndah	Porter St	Northern	Meyer St to Downing St	Construct path	220	1.50	330	m2	\$ 120.00	\$ 39,600		Non-essential
75	Gayndah	Porter St	Northern	Downing St to Bamboo St	Construct path	230	1.50	345	m2	\$ 120.00	\$ 41,400		Non-essential
76	Gayndah	Queen St	Northern	Fielding St to Barrow St	Construct path	240	1.50	360	m2	\$ 120.00	\$ 43,200		Important
77	Gayndah	Queen St	Southern	Barrow St to Spencer St	Construct path	240	1.50	360	m2	\$ 120.00	\$ 43,200		Important
78	Gayndah	East Burnett Tce	NA	Simon St to Cullen Av	Construct shared path	580	3.00	1,740	m2	\$ 200.00	\$ 348,000	Unit rate allows for lighting, landscaping etc	Important
79	Gayndah	West Burnett Tce	NA	Bridge St to Barrow St	Construct shared path	660	3.00	1,980	m2	\$ 200.00	\$ 396,000	Unit rate allows for lighting, landscaping etc	Important
80	Gayndah	Simon St	Western	Capper St to Riverwalk	Construct path	130	1.50	195	m2	\$ 120.00	\$ 23,400		Non-essential

Ref	Town	Street	Side	Section	Recommendation	Length	Width	Quantity	Units	Unit Rate	Est Cost	Comments	MICA ranking
81	Gayndah	Simon St	Western	Capper St to Anzac Pde	Construct path	170	1.50	255	m2	\$ 120.00	\$ 30,600		Important
82	Gayndah	Simon St	Western	Anzac Pde to Porter St	Construct path	190	1.50	285	m2	\$ 120.00	\$ 34,200		Non-essential
83	Gayndah	Spencer St	Eastern	Meson St to Queen St	Construct path	220	1.50	330	m2	\$ 120.00	\$ 39,600		Non-essential
84	Gayndah	Spencer St	Eastern	Queen St to Arthur St	Construct path	210	1.50	315	m2	\$ 120.00	\$ 37,800		Non-essential
85	Gayndah	Spencer St	Western	Arthur St to Maud St	Construct path	280	1.50	420	m2	\$ 120.00	\$ 50,400		Non-essential
86	Gayndah	Tony Lutvey Av	Southern	Bridge St to Aisport	Construct path	250	1.50	375	m2	\$ 120.00	\$ 45,000		Non-essential
87	Gayndah	Walker St	Northern	Bridge St to National St	Construct path	250	1.50	375	m2	\$ 120.00	\$ 45,000		Important
88	Gayndah	Warton St	Eastern	Capper St to Queen St	Renew existing path	210	1.50	315	m2	\$ 120.00	\$ 37,800		Important
89	Gayndah	Warton St	Western	Capper St to Queen St	Renew existing path	210	1.50	315	m2	\$ 120.00	\$ 37,800		Non-essential
90	Gayndah	Warton St	Eastern	Hospital to Gordon St	Construct path	165	1.50	248	m2	\$ 120.00	\$ 29,700		Non-essential
	Gayndah	Other Actions											
91	Gayndah	Capper St		CBD	Review crossing locations. Few formal crossing points available - eg no crossing point at Warton St	NA	NA	1	ls	\$ 25,000	\$ 25,000		Essential
92	Gayndah	Capper St		CBD	Consider removing old signs which ban bicycles, scooters and skateboards from using the path	NA	NA	1	ls	\$ 10,000	\$ 10,000		Essential
93	Gayndah	Capper St		CBD	Planning and design for streetscape improvements including replacing path surfaces, street furniture, trees, landscaping and crossings.	NA	NA	1	ls	\$ 250,000	\$ 250,000	Estimated cost is for planning and design only. This should be done before the recommended path renewal works on Capper St.	Important
94	Gayndah	Various		CBD	Seating and shade	NA	NA	1	ls	\$ 50,000	\$ 50,000	Including Meson St, Capper St, Simon St (at GRV) plus Lions Park entry	Important
95	Gayndah	Various		Whole town	Improve wayfinding signage	NA	NA	1	ls	\$ 75,000	\$ 75,000		Non-essential
96	Gayndah	Capper St		CBD	Bicycle racks	NA	NA	1	ls	\$ 20,000	\$ 20,000	Capper St and Meson St	Essential
97	Gayndah	Capper St		CBD	Streetscaping	NA	NA	1	ls	TBD	TBD	Special project - Streetscaping to provide appropriate urban finishes, seating, street trees etc in Gayndah CBD	
98	Gayndah	Pineapple St		Anzac Pde to Sam Weller Ave	Consider bollards or wheel stops parallel to path to provide separation from vehicles	NA	NA	1	ls	\$ 25,000	\$ 25,000		Important

Appendix D - Monto

Monto Walking Network Plan and Priority Works Program

Overview

The Walking Network Plan (WNP) and Priority Works Program (PWP) for Monto should be read in conjunction with the overarching report which explains the methodology, assumptions and limitations applicable.

Stakeholder Workshop

A stakeholder workshop was held in Monto on 30 November 2022 and was attended by a number of community members representing various interests. It was also attended by a NBRC Councillor and Council staff with good knowledge of the local area.

The workshop reviewed a draft WNP prepared by consultants CRC, providing valuable input. Major walking destinations were refined and are shown on the WNP. The workshop also identified multiple important projects which have been included in the PWP and given additional priority for construction.

High Priority Works

- Construct a path to the neighbourhood centre, police station and Rotary Park (including the water tower art).
- Provide a path to the Hospital either through the show grounds or via Leichhardt St.
- Improve connections to the primary school.
- Renew the section of Rutherford St footpath near the pool.
- Make improvements to street crossings in general by providing (or improving) kerb ramps and crossing locations.
- Renew pathway surfacing on rail overpass bridge.

Other Works

Other possible improvements were raised at the workshop and have been included in the program.

- Construct a path on Flinders St including a safe crossing point (or points). This is needed for residents on the southern side of the highway as well as the caravan park on the northern side.
- Construct a path to the sporting facilities at Thomson St.
- Investigate wayfinding signage to assist visitors.
- Repair deteriorating concrete at the top of kerb and channel on the Newton St footpaths.
- Construct a path on Mouatt St to the bowls club and racecourse.

Future related projects

Future projects or activities which are relevant to the pathway network include:

- A mural is proposed on a 'retro' style caravan to be located on caravan park land near the Lions Park.



Missing kerb ramps, Lister St



Path damaged by tree roots, Rutherford St

- Monto Magic has obtained grant funding to construct gravel surfacing on the section of trail through the town and to construct a gravel crossing from Eyre St to Lister St. This suits an existing pedestrian desired path as a direct route from the western area of town to the CBD.

Existing Path Locations and Conditions

Existing path locations and conditions are shown on the map below. This information has been sourced from data provided by Shepherd Asset Management Services.

Walking Network Plan and Priority Works Program

The Monto WNP and detailed PWP are attached.

Summary of Priority Works for Monto

Town	Work Priority	Est. Value
Monto	Essential	\$ 128,800
	Important	\$ 527,500
	Non-Essential	\$ 906,900
	Total	\$ 1,563,200

Special Projects

Community members have identified a potential walking track that was originally proposed by a past member of LandCare some years ago. The path would be a nature trail, following the waterway from the LandCare office, across rail corridor, south of High School, across Airport Rd, across Flinders St, north of the Caravan Park to the old railway station. Further investigations would be needed to confirm the viability and likely costs. It has been captured as a “special project” in the PWP but a cost estimate and priority have not been applied.

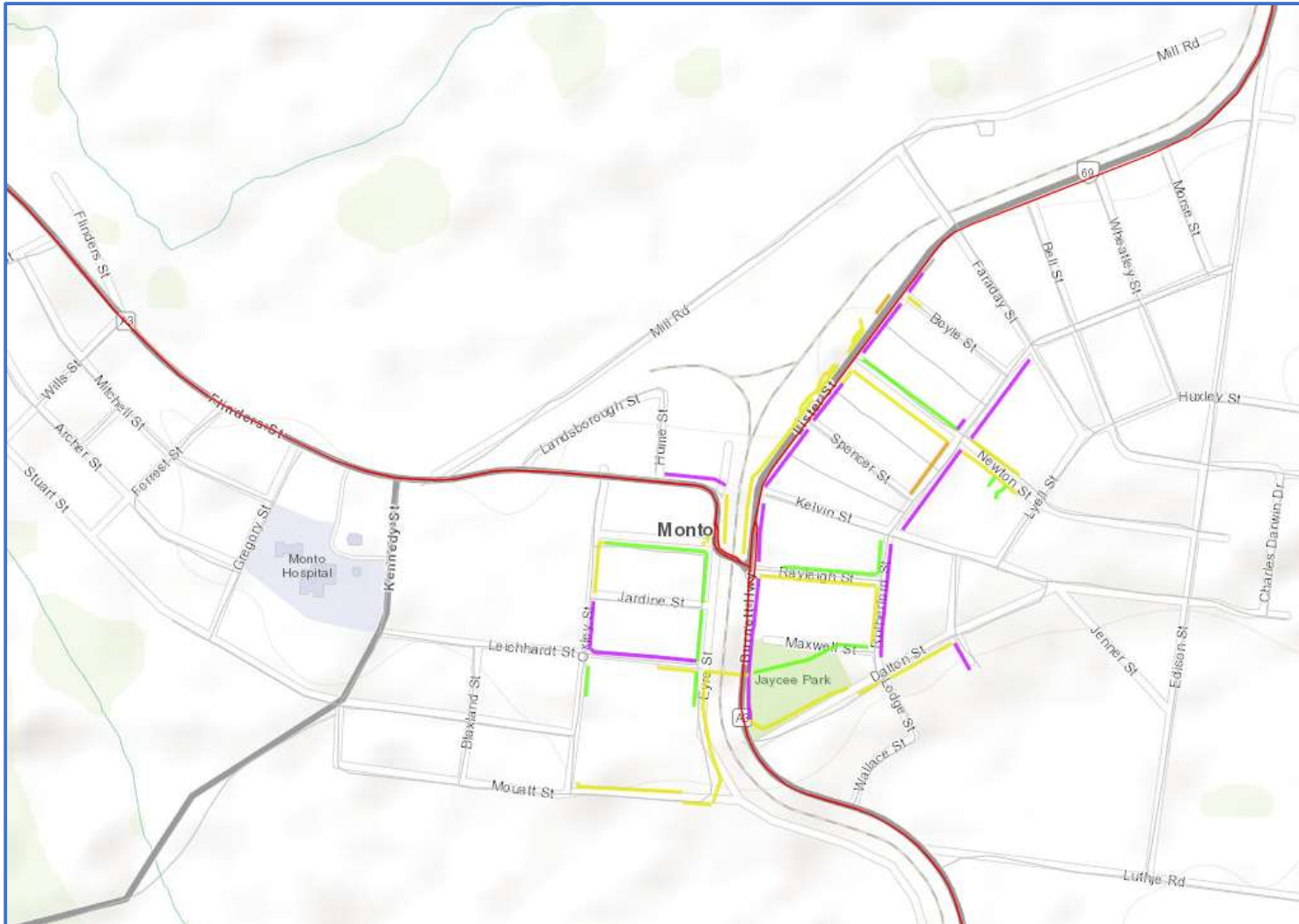


Path to Rotary Park included in WNP and PWP



Missing warning signage at crossings in Lister St

Existing Paths and Conditions in Monto



DESTINATIONS

PRIMARY DESTINATION

Monto Central Business District

SECONDARY DESTINATIONS:

1. St Therese's Catholic Primary School
2. Monto State School
3. Monto State High School
4. Monto Health Services
5. Post Office
6. Monto Information Centre
7. Monto Showgrounds
8. Monto Racecourse
9. Monto Swimming Pool
10. War Memorial
11. Monto Heritage Centre
12. Monto Garavan and Cain Park
13. Ridgheaven Retirement Complex
14. Bluecare Respite Services
15. Rotary Park - Water Tower Art
16. Don Mahnes Park
17. Monto Lawn Bowls Club
18. Water Tank Art
19. Joycee Park - Skate Park
20. Monto Sports Complex
21. Colonial Motor Inn
22. Grand Hotel
23. Three Moon Motel
24. Albert Hotel
25. All Saints Anglican Church & Presbyterian Church of Old
26. Seventh day Adventist Church
27. St Therese's Catholic Church
28. Kingdom Hall of Jehovah's Witnesses
29. Anglican Church
30. Lions Park
31. Neighborhood Centre
32. Monto Girls Guides
33. Community Hall
34. Gagg
35. Police Station



MONTO, QUEENSLAND



LEGEND

- Boyne Burnett Inland Rail Trail
- Primary Walking Network
- Secondary Walking Network

CRC-P4003
 WALKING NETWORK PLANNING
 MONTO WNP



quality people. smart. forward. solutions. driven.

in collaboration with



3. Path and Distribution amendment from HBRC
 2. Approved WNP
 1. Mead For TMK Approval
 11/20 12/20 1/21 4/21 5/21

Rev	Comments/Description	Drawn	Date
3	Path and Distribution amendment from HBRC	LJM	07/22
2	Approved WNP	LJM	04/22
1	Mead For TMK Approval		

Priority Works Program – Monto

Ref	Town	Street	Side	Section	Recommendation	Length	Width	Quantity	Units	Unit Rate	Est Cost	Comments	MCA ranking
165	Monto	Airport Rd	Southern	Kennedy St to Racecourse, Bowls Club	Construct path	340	1.50	510	m2	\$ 120	\$ 61,200	Construct new path to racecourse and bowls club	Non-essential
166	Monto	Dalton St	Southern	Kelvin St to Lodge St	Construct path	330	1.50	495	m2	\$ 120	\$ 59,400		Non-essential
167	Monto	Flinders St	Southern	Cunningham St to Kennedy St	Construct path	620	1.50	930	m2	\$ 120	\$ 111,600		Important
168	Monto	Flinders St	Southern	Kennedy St to Burke St	Construct path	720	1.50	1,080	m2	\$ 120	\$ 129,600	Construct new path incl crossing points for caravan park and at Hume St	Non-essential
169	Monto	Gregory St	Eastern	Flinders St to Stuart St	Construct path	350	1.50	525	m2	\$ 120	\$ 63,000		Non-essential
170	Monto	Huxley St	Eastern	Faraday St to Neighbourhood Centre	Construct path	550	1.50	825	m2	\$ 120	\$ 99,000	Construct path to access Police Station, Rotary Park and Neighbourhood Centre	Important
171	Monto	Kelvin St	Northern	Lister St to Lyell St	Construct path	420	1.50	630	m2	\$ 120	\$ 75,600		Non-essential
172	Monto	Kelvin St	Northern	Lyll St to Edison St	Construct path	320	1.50	480	m2	\$ 120	\$ 57,600		Non-essential
173	Monto	Kelvin St	Southern	Rutherford St to Thomson St	Construct path	110	1.50	165	m2	\$ 120	\$ 19,800	Construct path to Sports Complex	Non-essential
174	Monto	Kennedy St	Western	Leichhardt St to Hospital entrance	Construct path	130	1.50	195	m2	\$ 120	\$ 23,400	Construct new path to hospital and showgrounds. Alternative is to upgrade existing path through showgrounds	Non-essential
175	Monto	Kennedy St	Western	Mouatt St to Airport Rd	Construct path	75	1.50	113	m2	\$ 120	\$ 13,500	Construct new path to racecourse and bowls club	Non-essential
176	Monto	Leichhardt St	Northern	Oxley St to Kennedy St	Construct path	345	1.50	518	m2	\$ 120	\$ 62,100	Construct new path to hospital and showgrounds. Alternative is to upgrade existing path through showgrounds	Important
177	Monto	Leichhardt St	Southern	Eyre St to Oxley St	Construct path	120	1.50	180	m2	\$ 120	\$ 21,600	Construct new path from zebra crossing to Oxley St path. Upgrade crossing at Eyre St	Essential
178	Monto	Lister St	Both	Rayleigh St to Faraday St	Construct compliant crossing points	NA	NA	1	ls	\$ 15,000	\$ 15,000	Upgrade existing sub-standard crossing points at 5, 10 and 9 Lister St	Important
179	Monto	Lister St	Eastern	Boyle St to Faraday St	Construct kerb ramps at Faraday St	NA	NA	1	ls	\$ 5,000	\$ 5,000	Kerb ramps required at Faraday St (access to Foodworks)	Essential
180	Monto	Lister St	Eastern	Newton St to Kelvin St	Renew path at Spencer St intersection	NA	NA	1	ls	\$ 5,000	\$ 5,000	Existing ramps very rough and ponding water	Essential
181	Monto	Lister St	Eastern	Kelvin St to Rayleigh St	Renew existing path	110	1.50	165	m2	\$ 120	\$ 19,800	Renew aged concrete and AC path	Important
182	Monto	Lister St	Southern	Boyle St to Faraday St	Construct path	110	1.50	165	m2	\$ 120	\$ 19,800		Important
183	Monto	Lister St	Southern	Faraday St to Morse St	Construct path	360	1.50	540	m2	\$ 120	\$ 64,800		Non-essential
184	Monto	Lister St	Southern	Morse St to Girl Guides	Construct path	450	1.50	675	m2	\$ 120	\$ 81,000		Non-essential

Ref	Town	Street	Side	Section	Recommendation	Length	Width	Quantity	Units	Unit Rate	Est Cost	Comments	MCA ranking
185	Monto	Lyell St	Western	Newton St to Faraday St	Construct path	130	1.50	195	m2	\$ 120	\$ 23,400	Construct path to access Police Station, Rotary Park and Neighbourhood Centre	Important
186	Monto	Lyell St	Western	Kelvin St to Newton St	Construct path	120	1.50	180	m2	\$ 120	\$ 21,600		Important
187	Monto	Mouatt St	Northern	Oxley St to Kennedy St	Construct path	410	1.50	615	m2	\$ 120	\$ 73,800	Construct new path to racecourse and bowls club	Non-essential
188	Monto	Newton St	Both	Rutherford St to Lyell St	Install compliant signage and zebra crossings	NA	NA	1	ls	\$ 2,000	\$ 2,000	Review signage and install compliant signs (including pedestrian crossing signs - R3-1)	Essential
189	Monto	Newton St	Northern	Lister St to Rutherford St	Repair spalling concrete at kerb	NA	NA	1		\$ 40,000	\$ 40,000	Remove and replace concrete above the kerb	Important
190	Monto	Newton St	Northern	Rutherford St to Lyell St	Construct path	40	1.50	60	m2	\$ 120	\$ 7,200	Construct new path incl kerb ramps at intersections	Essential
191	Monto	Newton St	Southern	Lyell St to Edison St	Construct path	250	1.50	375	m2	\$ 120	\$ 45,000	Construct new path incl kerb ramps at intersections	Important
192	Monto	Newton St	Southern	Rutherford St to Lyell St	Construct path	45	1.50	68	m2	\$ 120	\$ 8,100	Extend existing path to Lyell St intersection	Essential
193	Monto	Oxley St	Western	Flinders St to Cunningham St	Construct path	100	1.50	150	m2	\$ 120	\$ 18,000		Non-essential
194	Monto	Oxley St	Western	Leichhardt St to Mouatt St	Construct path	240	1.50	360	m2	\$ 120	\$ 43,200		Non-essential
195	Monto	Oxley St	Both	Leichhardt St to Stuart St	Construct kerb ramps at zebra crossing	NA	NA	1	ls	\$ 5,000	\$ 5,000	Construct kerb ramps and missing concrete connections to existing zebra crossing	Essential
196	Monto	Rayleigh St	Northern	Eyre St to Lister St (Railway overpass)	Renew existing path	45	2.00	90	m2	\$ 120	\$ 10,800	Asphalt path on rail overpass in very poor condition.	Essential
197	Monto	Rutherford St	Both	Kelvin St to Dalton St	Construct kerb ramps at zebra crossing near Rayleigh St	NA	NA	1	ls	\$ 7,500	\$ 7,500	Construct kerb ramps and missing concrete connections to existing zebra crossing	Essential
198	Monto	Rutherford St	Eastern	Newton St to Kelvin St	Renew existing path	120	1.50	180	m2	\$ 120	\$ 21,600	Renew existing path past swimming pool, including ramp at Kelvin St	Essential
199	Monto	Rutherford St	Eastern	Kelvin St to Dalton St	Renew existing path	60	1.50	90	m2	\$ 120	\$ 10,800	Renew path - damaged by tree roots	Important
200	Monto	Rutherford St	Eastern	Kelvin St to Dalton St	Construct kerb ramps at Dalton St	NA	NA	1	ls	\$ 5,000	\$ 5,000	Construct kerb ramps to join existing paths at Dalton St intersection	Essential
201	Monto	Rutherford St	Southern	Faraday St to Edison St	Construct path	360	1.50	540	m2	\$ 120	\$ 64,800		Non-essential
202	Monto	Rutherford St	Western	Kelvin St to Dalton St	Construct kerb ramps at Rayleigh St	NA	NA	1	ls	\$ 5,000	\$ 5,000	Construct kerb ramps at Rayleigh St intersection	Essential
203	Monto	Rutherford St	Western	Newton St to Spencer St	Renew existing path	115	1.50	173	m2	\$ 120	\$ 20,700	Renew path - some locations badly cracked. Rated Condition State 4 in RACAS	Important
204	Monto	Stuart St	Northern	Gregory St to Kennedy St	Construct path	240	1.50	360	m2	\$ 120	\$ 43,200		Non-essential
205	Monto	Stuart St	Both	Stuart St to Airport Rd	Construct crossing point and connections	NA	NA	1	ls	\$ 15,000	\$ 15,000	Construct kerb ramps and path connections between Stuart St path and Airport Rd path	Non-essential

Ref	Town	Street	Side	Section	Recommendation	Length	Width	Quantity	Units	Unit Rate	Est Cost	Comments	MCA ranking
206	Monto	Thomson St	Western	Kelvin St to Dalton St	Construct path	125	1.50	188	m2	\$ 120	\$ 22,500	Construct path to Sports Complex	Important
207	Monto	Thomson St	Western	Dalton St to Sports Complex	Renew existing path	90	1.50	135	m2	\$ 120	\$ 16,200	Renew existing path on Thomson St to Sports Complex	Important
208	Monto	Nature trail	Various	Land Care office to old railway station	Plan nature trail	NA	NA	1	ls	TBD	TBD	Special Project - Requested by members of local community. Develop plan for nature trail from Land Care office, across rail corridor, south of High School, across Airport Rd, across Flinders St, north of Caravan Park to old railway station	
209	Monto	Various	Various	Various	Wayfinding signage	NA	NA	1	ls	\$ 25,000	\$ 25,000	Develop and implement wayfinding signage plan	Essential



Appendix E – Mundubbera



Mundubbera Walking Network Plan and Priority Works Program

Overview

The Walking Network Plan (WNP) and Priority Works Program (PWP) for Mundubbera should be read in conjunction with the overarching report which explains the methodology, assumptions and limitations applicable.

Stakeholder Workshop

A stakeholder workshop was held in Mundubbera on 29 November 2022 and was attended by a number of community members representing various interests. It was also attended by a NBRC Councillor and Council staff with good knowledge of the local area.

The workshop reviewed a draft WNP prepared by consultants CRC, providing valuable input. Major walking destinations were refined and are shown on the WNP. The workshop also identified multiple important projects which have been included in the PWP and given additional priority for construction.

High priority works

- Construct a path on Leichardt St and Orton St from the main hospital entrance to the Community Health and QAS buildings.
- Renew the remaining aged section of concrete path on the northern side of Stuart Russell St between Mahoney St and Bouverie St.
- Construct a path from Strathdee St via Landy St and Anne St to the caravan park entrance, noting that the caravan park provides accommodation for seasonal workers who (mostly) do not have cars.
- Construct the short missing section of path at the southern end of Bauer St to connect to the river path.
- Upgrade the pedestrian connections at the Lyons St/Bouverie St roundabout so that pedestrians are not directed onto the circulating lane of the roundabout.
- Provide/upgrade kerb crossings at various intersections, commencing with the primary routes.

Other works

Other possible improvements were raised at the workshop and have been included in the program.

- Review crossing points in Lyons St where kerb ramps are provided on one side of the street but not on the other.

Future Related Projects

The extension of the Boyne – Burnett Inland Rail Trail from Gayndah to Mundubbera will generate additional pedestrian and cycle traffic between the trail head and CBD.



Missing kerb ramp – Leichhardt St/Perry St



Missing kerb ramp/s – Leichhardt St / Mahoney St

Existing Path Locations and Conditions

Existing path locations and conditions are shown on the map below. This information has been sourced from data provided by Shepherd Asset Management Services.

Although Mundubbera still has a number of missing pathways, the town does have a relatively extensive (though generally aged) footpath network. It appears that many years ago, Council’s aim was to have concrete footpaths on both sides of every residential street - and in some locations that was achieved. However, based on more recent levels of Council funding, this is not a sustainable long-term goal.

The stakeholder workshop included discussion about whether paths are needed on one side or both sides of each street. It was agreed that paths on both sides are only warranted on a small number of primary routes where pedestrian numbers and traffic volumes are highest:

- Lyons St (Bauer St to Bouverie St), and
- Bauer St (Burnett St to Stuart Russell St).

It was noted the WNP will not include a path on every street, as this is not a financially sustainable objective for Council.

The WNP identifies a large network of existing and future paths that connect to significant destinations for a range of users. However, there is approximately 3km of existing concrete footpath in Mundubbera that is not included in the WNP and the majority of this is in poor or very poor condition. If these paths were to be renewed it would cost Council more than \$0.5M; equivalent to 3 to 4 years of Council’s path renewal budget for the whole region. It is therefore recommended that, over time, existing paths which are not shown in the WNP be removed and replaced with grass, as funding and other priorities permit.

Walking Network Plan and Priority Works Program

The Mundubbera WNP and detailed PWP are attached.

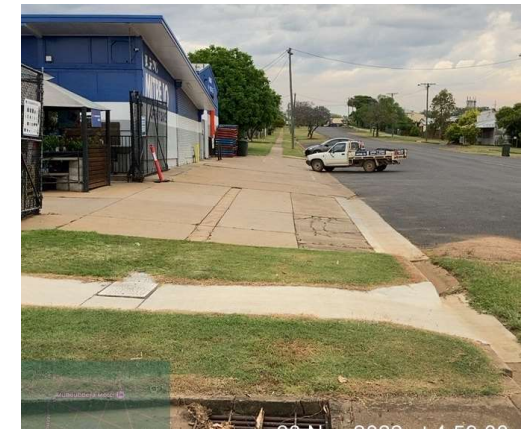
Summary of Priority Works for Mundubbera

Town	Work Priority	Est. Value
Mundubbera	Essential	\$ 218,500
	Important	\$ 458,500
	Non-Essential	\$ 826,200
	Total	\$ 1,503,200

Special Projects



Mahoney St – path renewal required



Missing kerb ramp and path at Stuart Russell St

Community members advised that pedestrians and cyclists currently use the traffic lanes to cross the Burnett River bridge on the Mundubbera – Durong Rd on the southern approach to town. The possibility of a separated pedestrian/cycle path on the bridge has been raised. The bridge and road are State-controlled assets and are the responsibility of TMR. Given the likely cost of this path (more than \$10M) and the rural land use on the southern side of the bridge, this project may be difficult for Council and TMR to support in the short to medium term. However, to allow the request to be further considered in future, it has been captured in the PWP as a “special project”, without an estimated cost or priority for completion.

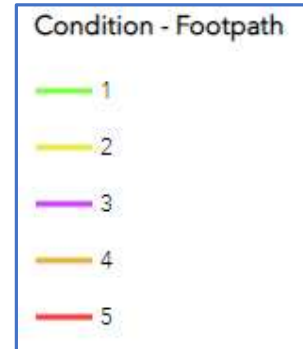
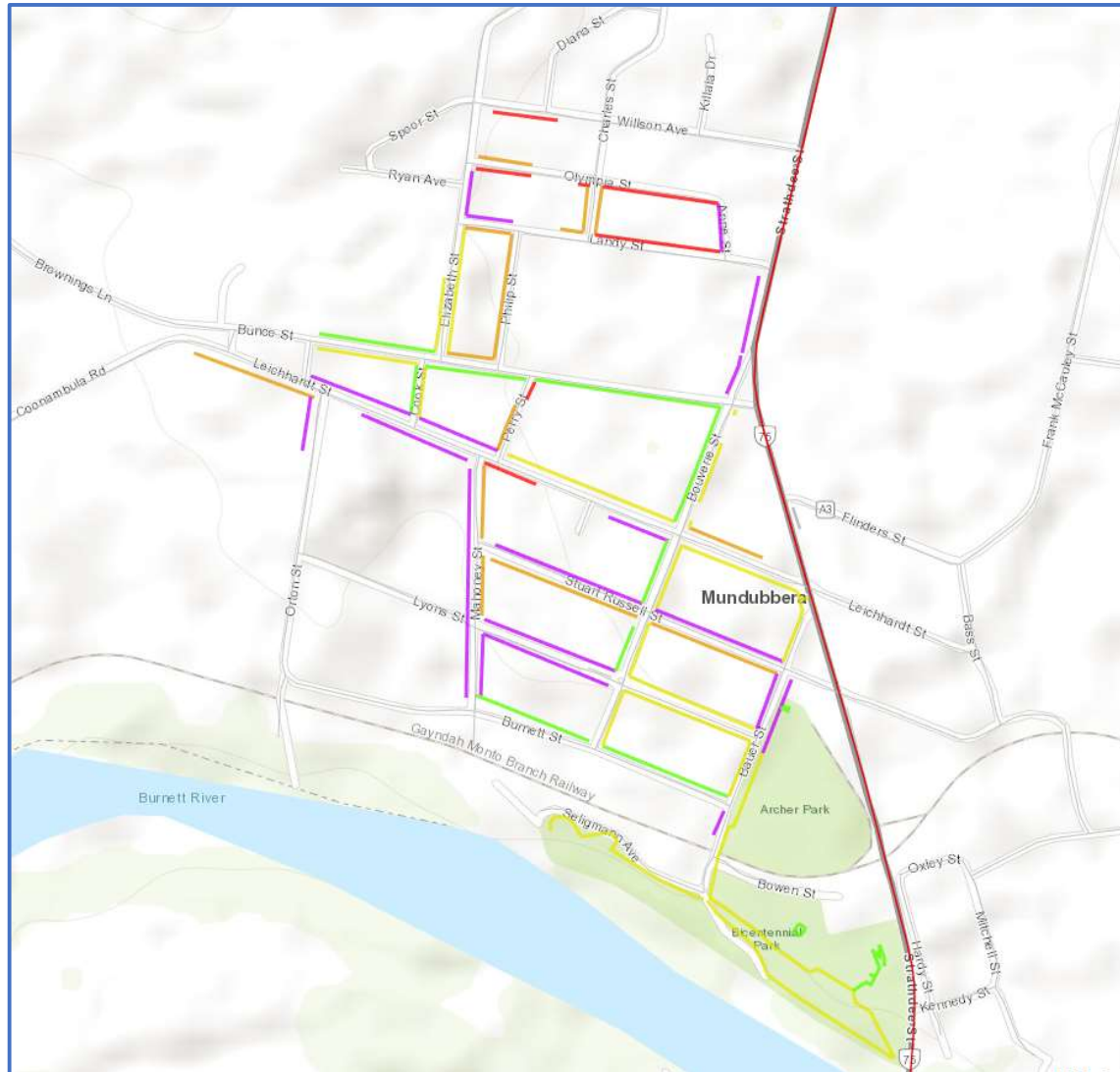


Ramps at Lyons St roundabout



Connections from Lyons St to Memorial Park and pool

Existing Paths and Conditions in Mundubbera



1 = good / new condition
5 = very poor condition

MUNDUBBERA, QUEENSLAND

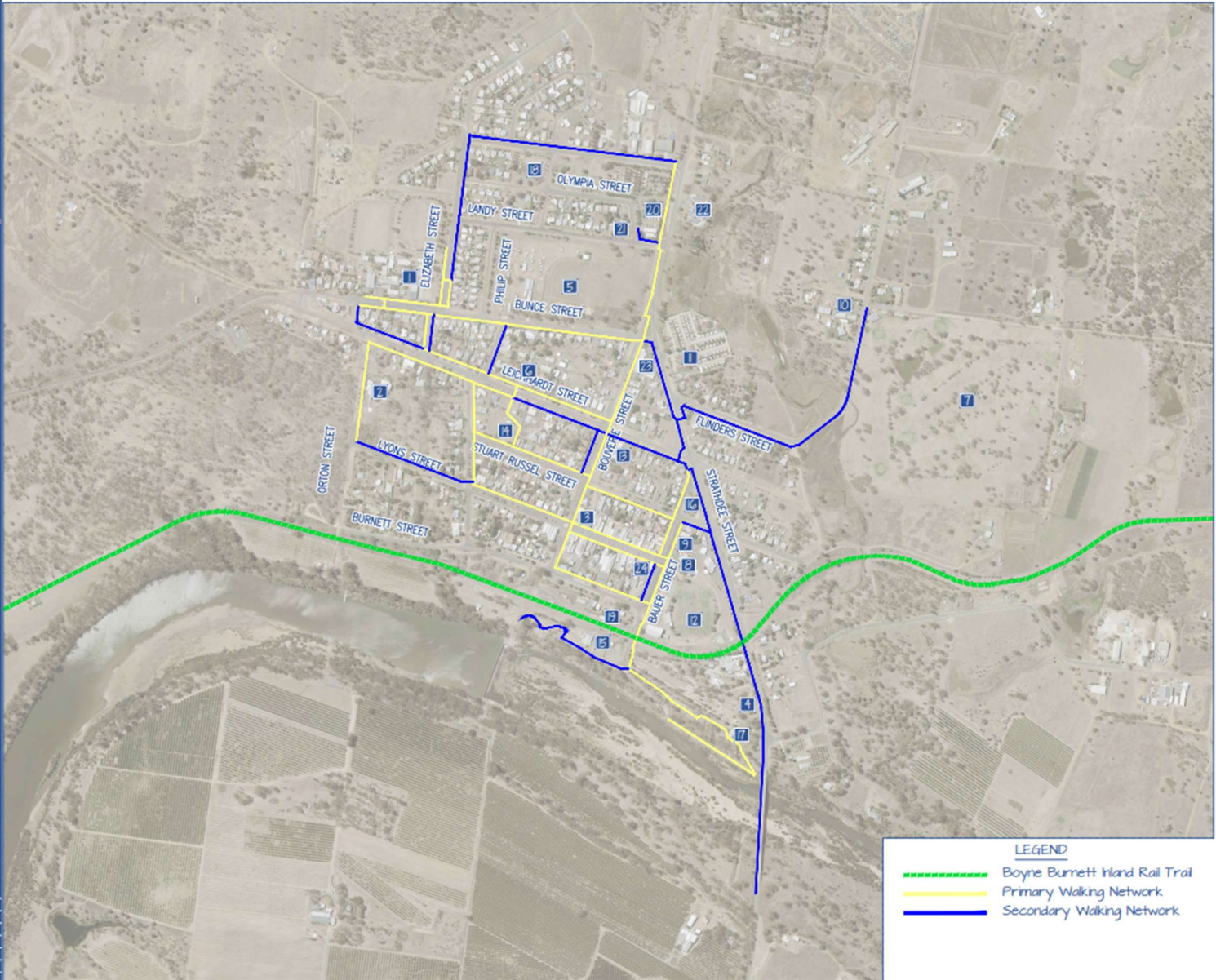
DESTINATIONS

PRIMARY DESTINATION

- Mundubbera Central Business District

SECONDARY DESTINATIONS:

- 1. Mundubbera State School
- 2. Mundubbera Multipurpose Health Service
- 3. Post Office
- 4. Mundubbera Information Centre
- 5. Mundubbera Showgrounds
- 6. Leichhardt Lodge
- 7. Mundubbera Golf Course
- 8. War Memorial Swimming Pool
- 9. War Memorial
- 10. Mundubbera Heritage Centre
- 11. Mundubbera Three Rivers Tourist Park
- 12. Archer Park - Multi-use sports facility
- 13. Bluecare Mundubbera Community and Respite Care
- 14. QCAP and Centre Link offices
- 15. Mundubbera Bowls Club
- 16. Pump Station Art
- 17. Bicentennial Park - Steam Train and Arthur Dagg Walk
- 18. Halfpenny Park
- 19. Mundubbera Railway Precinct
- 20. The Big Mondurrin & Caravan Park
- 21. Kingdom Hall of Jehovahs Witness
- 22. Bilsong Motor Inn
- 23. Mundubbera Motel
- 24. Royal Hotel Mundubbera & Picky Packers



LEGEND

- Boyne Burnett Inland Rail Trail
- Primary Walking Network
- Secondary Walking Network

CRC-P4002
WALKING NETWORK PLANNING
MUNDUBBERA WNP



Issue No.	Issue Description	Drawn	Date
2	Approved WNP	LJM	09/23
1	Issued For TRM Approval		
1	Final Design		

Priority Works Program - Mundubbera

Ref	Town	Street	Side	Section	Recommendation	Length	Width	Quantity	Units	Unit Rate	Est Cost	Comments	MCA ranking
99	Mundubbera	Ann St	Western	Olympia St to Landy St	Remove existing dilapidated path	90	1.50	135	m2	\$ 120	\$ 16,200	Path in very poor condition. Not in WNP.	Non-essential
100	Mundubbera	Bauer St	Eastern	Lyons St to Stuart Russell St	Renew existing path	145	1.50	218	m2	\$ 120	\$ 26,100		Important
101	Mundubbera	Bauer St	Eastern	Seligmann Ave to Burnett St	Construct path (missing sections from Seligmann Ave path)	50	1.50	75	m2	\$ 120	\$ 9,000		Essential
102	Mundubbera	Bauer St	Western	Lyons St to Stuart Russell St	Renew existing path	110	1.50	165	m2	\$ 120	\$ 19,800		Important
103	Mundubbera	Bauer St	Western	Bowen St to Burnett St	Renew existing path	50	1.50	75	m2	\$ 120	\$ 9,000		Essential
104	Mundubbera	Bauer St	Eastern	Lyons St to Stuart Russell St	Construct kerb ramp opposite Lyons St	NA	NA	1	ls	\$ 2,500	\$ 2,500	Existing ramp not compliant	Essential
105	Mundubbera	Bouverie St	Western	Bunce St to Strathdee St	Construct path (missing section on north side of Bunce St)	20	1.50	30	m2	\$ 120	\$ 3,600		Essential
106	Mundubbera	Bunce St	Northern	Elizabeth St to Phillip St	Renew existing path	90	1.50	135	m2	\$ 120	\$ 16,200	Path in very poor condition.	Important
107	Mundubbera	Bunce St	Northern	Elizabeth St to Phillip St	Construct kerb ramps at Elizabeth St	NA	NA	1	ls	\$ 5,000	\$ 5,000		Essential
108	Mundubbera	Bunce St	Northern	Elizabeth St to Phillip St	Construct kerb ramps at Orton St	NA	NA	1	ls	\$ 5,000	\$ 5,000		Essential
109	Mundubbera	Charles St	Eastern	Landy St to Olympia St	Remove existing dilapidated path	90	1.50	135	m2	\$ 40	\$ 5,400	Path in very poor condition. Not in WNP.	Non-essential
110	Mundubbera	Charles St	Western	Landy St to Olympia St	Remove existing dilapidated path	90	1.50	135	m2	\$ 40	\$ 5,400	Path in very poor condition. Not in WNP.	Non-essential
111	Mundubbera	Elizabeth St	Eastern	Landy St to Olympia St	Renew existing path	90	1.50	135	m2	\$ 120	\$ 16,200	Path in very poor condition.	Non-essential
112	Mundubbera	Elizabeth St	Eastern	Olympia St to Wilson St	Construct path	100	1.50	150	m2	\$ 120	\$ 18,000		Non-essential
113	Mundubbera	Flinders St	Southern and eastern	Strathdee St to Ezzy Rd	Construct path	780	1.50	1,170	m2	\$ 120	\$ 140,400		Non-essential
114	Mundubbera	Landy St	Northern	Strathdee St to Caravan Pk entrance	Construct path	120	1.50	180	m2	\$ 120	\$ 21,600	Includes short section on Annn St to caravan park entrance	Important
115	Mundubbera	Landy St	Northern	Elizabeth St to Charles St	Remove existing dilapidated path	130	1.50	195	m2	\$ 40	\$ 7,800	Path in very poor condition. Not in WNP.	Non-essential
116	Mundubbera	Landy St	Northern	Charles St to Ann St	Remove existing dilapidated path	230	1.50	345	m2	\$ 40	\$ 13,800	Path in very poor condition. Not in WNP.	Non-essential

Ref	Town	Street	Side	Section	Recommendation	Length	Width	Quantity	Units	Unit Rate	Est Cost	Comments	MICA ranking
117	Mundubbera	Landy St	Southern	Elizabeth St to Phillip St	Remove existing dilapidated path	90	1.50	135	m2	\$ 40	\$ 5,400	Path in very poor condition. Not in WNP.	Non-essential
118	Mundubbera	Leichhardt St	Northern	Orton St to Cook St	Renew existing path	200	1.50	300	m2	\$ 120	\$ 36,000		Non-essential
119	Mundubbera	Leichhardt St	Northern	Cook St to Perry St	Renew existing path	150	1.50	225	m2	\$ 120	\$ 27,000		Important
120	Mundubbera	Leichhardt St	Northern	Orton St to Cook St	Construct kerb ramps at Orton St	NA	NA	1	ls	\$ 5,000	\$ 5,000		Important
121	Mundubbera	Leichhardt St	Northern	Cook St to Perry St	Construct kerb ramp at Perry St	NA	NA	1	ls	\$ 2,500	\$ 2,500		Essential
122	Mundubbera	Leichhardt St	Southern	Orton St to Coonambula St	Remove existing dilapidated path	230	1.50	345	m2	\$ 40	\$ 13,800	Path in very poor condition. Not in WNP.	Important
123	Mundubbera	Leichhardt St	Southern	Orton St to Mahoney St	Renew existing path	210	1.50	315	m2	\$ 120	\$ 37,800		Important
124	Mundubbera	Leichhardt St	Southern	Mahoney St to Heritage Ct	Renew existing path	110	1.50	165	m2	\$ 120	\$ 19,800	Path in very poor condition.	Important
125	Mundubbera	Leichhardt St	Southern	Heritage Ct to Bouverie St	Renew existing path	120	1.50	180	m2	\$ 120	\$ 21,600		Non-essential
126	Mundubbera	Leichhardt St	Southern	Orton St to Mahoney St	Construct kerb ramp at Mahoney St	NA	NA	1	ls	\$ 5,000	\$ 5,000		Essential
127	Mundubbera	Leichhardt St	Southern	Orton St to Mahoney St	Construct path (Orton St to Hospital)	70	1.50	105	m2	\$ 120	\$ 12,600		Essential
128	Mundubbera	Leichhardt St	Southern	Mahoney St to Heritage Ct	Construct kerb ramp at Mahoney St	NA	NA	1	ls	\$ 5,000	\$ 5,000		Essential
129	Mundubbera	Leichhardt St	Southern	Mahoney St to Heritage Ct	Construct path (Council driveway to 64 Leichhardt St)	90	1.50	135	m2	\$ 120	\$ 16,200	Complete missing section	Important
130	Mundubbera	Leichhardt St	Southern	Bouverie St to Strathdee St	Construct kerb ramp at Bouverie St	NA	NA	1	ls	\$ 2,500	\$ 2,500		Important
131	Mundubbera	Lyons St	Northern	Orton to Mahoney St	Construct path	320	1.50	480	m2	\$ 120	\$ 57,600		Non-essential
132	Mundubbera	Lyons St	Both	Bouverie St roundabout	Construct compliant kerb ramps on all legs	NA	NA	1	ls	\$ 50,000	\$ 50,000		Essential
133	Mundubbera	Lyons St	Northern	Mahoney St to Bouverie St	Renew existing path	260	1.50	390	m2	\$ 120	\$ 46,800		Important
134	Mundubbera	Lyons St	Northern	Bouverie St to Bauer St	Construct kerb ramps at Bauer St	NA	NA	1	ls	\$ 5,000	\$ 5,000		Essential
135	Mundubbera	Lyons St	Southern	Mahoney St to Bouverie St	Renew existing path	250	1.50	375	m2	\$ 120	\$ 45,000		Important
136	Mundubbera	Lyons St	Southern	Bouverie St to Bauer St	Construct kerb ramps at Bauer St	NA	NA	1	ls	\$ 5,000	\$ 5,000		Essential
137	Mundubbera	Mahoney St	Eastern	Leichhardt St to Stuart Russell St	Renew existing path	140	1.50	210	m2	\$ 120	\$ 25,200	Path in very poor condition.	Important
138	Mundubbera	Mahoney St	Eastern	Stuart Russell St to Lyons St	Renew existing path	110	1.50	165	m2	\$ 120	\$ 19,800	Path in very poor condition.	Important

Ref	Town	Street	Side	Section	Recommendation	Length	Width	Quantity	Units	Unit Rate	Est Cost	Comments	MICA ranking
139	Mundubbera	Mahoney St	Eastern	Lyons St to Burnett St	Remove existing dilapidated path	120	1.50	180	m2	\$ 40	\$ 7,200	Path not in WNP.	Important
140	Mundubbera	Mahoney St	Eastern	Stuart Russell St to Lyons St	Construct kerb ramp at Stuart Russell St	NA	NA	1	ls	\$ 2,500	\$ 2,500		Essential
141	Mundubbera	Mahoney St	Western	Leichhardt St to Burnett St	Remove existing path when condition becomes unacceptable	420	1.50	630	m2	\$ 40	\$ 25,200	Path not in WNP.	Non-essential
142	Mundubbera	Olympia St	Northern	Elizabeth St to Charles St	Remove existing dilapidated path	120	1.50	180	m2	\$ 40	\$ 7,200	Path in very poor condition. Not in WNP.	Non-essential
143	Mundubbera	Olympia St	Southern	Elizabeth St to Charles St	Remove existing dilapidated path	120	1.50	180	m2	\$ 40	\$ 7,200	Path in very poor condition. Not in WNP.	Non-essential
144	Mundubbera	Olympia St	Southern	Charles St to Ann St	Remove existing dilapidated path	220	1.50	330	m2	\$ 40	\$ 13,200	Path in very poor condition. Not in WNP.	Non-essential
145	Mundubbera	Orton St	Eastern	Bunce St to Leichhardt St	Construct path	40	1.50	60	m2	\$ 120	\$ 7,200		Important
146	Mundubbera	Orton St	Eastern	Leichhardt St to Lyons St	Construct path	280	1.50	420	m2	\$ 120	\$ 50,400		Essential
147	Mundubbera	Orton St	Western	Leichhardt St to end of path	Remove existing dilapidated path	100	1.50	150	m2	\$ 40	\$ 6,000	Path in very poor condition. Not in WNP.	Non-essential
148	Mundubbera	Perry St	Eastern	Bunce St to Leichhardt St	Renew existing path	140	1.50	210	m2	\$ 120	\$ 25,200	Path in very poor condition.	Non-essential
149	Mundubbera	Perry St	Western	Bunce St to Leichhardt St	Remove existing dilapidated path	140	1.50	210	m2	\$ 40	\$ 8,400	Path in very poor condition. Not in WNP.	Non-essential
150	Mundubbera	Phillip St	Western	Bunce St to Landy St	Remove existing dilapidated path	230	1.50	345	m2	\$ 40	\$ 13,800	Path in very poor condition. Not in WNP.	Non-essential
151	Mundubbera	Strathdee St	Eastern	Stuart Russell St to Leichhardt St	Construct kerb ramp opposite Bauer St path	NA	NA	1	ls	\$ 2,500	\$ 2,500		Important
152	Mundubbera	Strathdee St	Western	Dimitrios Bridge	Construct shared path on bridge	300	3.00	900	m2	TBD	TBD	Special Project - Pathway requested by local community members - requires further planning	
153	Mundubbera	Strathdee St	Western	Dimitrios Bridge to Stuart Russell St	Construct path	790	1.50	1,185	m2	\$ 120	\$ 142,200		Non-essential
154	Mundubbera	Strathdee St	Western	Stuart Russell St to Leichhardt St	Construct path	170	1.50	255	m2	\$ 120	\$ 30,600		Non-essential
155	Mundubbera	Strathdee St	Western	Leichhardt St to Bunce St	Construct path	320	1.50	480	m2	\$ 120	\$ 57,600		Non-essential
156	Mundubbera	Strathdee St	Western	Landy St to Wilson St	Construct path	210	1.50	315	m2	\$ 120	\$ 37,800		Important
157	Mundubbera	Stuart Russell St	Southern	Bauer St to Strathdee St	Construct path	90	1.50	135	m2	\$ 120	\$ 16,200		Important
158	Mundubbera	Stuart Russell St	Northern	Mahoney St to Bouverie St	Renew existing path	230	1.50	345	m2	\$ 120	\$ 41,400		Essential

Ref	Town	Street	Side	Section	Recommendation	Length	Width	Quantity	Units	Unit Rate	Est Cost	Comments	MICA ranking
159	Mundubbera	Stuart Russell St	Northern	Bouverie St to Bauer St	Remove existing dilapidated path	250	1.50	375	m2	\$ 40	\$ 15,000	Path in poor condition. Not in WNP.	Non-essential
160	Mundubbera	Stuart Russell St	Southern	Mahoney St to Bouverie St	Remove existing dilapidated path	300	1.50	450	m2	\$ 40	\$ 18,000	Path in very poor condition. Not in WNP.	Non-essential
161	Mundubbera	Stuart Russell St	Southern	Bouverie St to Bauer St	Renew existing path	250	1.50	375	m2	\$ 120	\$ 45,000		Important
162	Mundubbera	Stuart Russell St	Southern	Mahoney St to Bouverie St	Construct kerb ramp at Bouverie St	NA	NA	1	ls	\$ 5,000	\$ 5,000		Essential
163	Mundubbera	Wilson Ave	Northern	Elizabeth St to Strathdee St	Construct path	580	1.50	870	m2	\$ 120	\$ 104,400		Non-essential
164	Mundubbera	Wilson Ave	Southern	Elizabeth St to Charles St	Remove existing dilapidated path	140	1.50	210	m2	\$ 40	\$ 8,400	Path in very poor condition. Not in WNP.	Non-essential

9 OFFICE OF THE CHIEF EXECUTIVE OFFICER**9.1 OUTSTANDING COUNCIL RESOLUTIONS REPORT****Doc Id:** 1168669**Author:** Kat Bright, Senior Executive Assistant to the CEO**Authoriser:** Margot Stork, Chief Executive Officer**Attachments:** 1. Outstanding Resolutions Report by Date [1169645]**INTRODUCTION/BACKGROUND**

This report provides a summary of outstanding resolutions for North Burnett Regional Council from May 2021 to July 2023 (date range determined by oldest outstanding resolution and latest outstanding resolution).

OFFICER COMMENTS/CONCLUSION








A total of eighteen (18) outstanding resolutions remain for the period of May 2021 to July 2023. The attached table provides updates for each resolution.

This report will be tabled monthly at the General Meeting of Council.

OFFICERS RECOMMENDATION

That Council receive the Outstanding Council Resolutions Report from May 2021 to July 2023.






	Division: All	Date From: All
	Committee: General Meeting	Date To: All
	Officer: All	Doc ID: 1169645
Infocouncil Action Sheets Report		Printed: Friday, 8 September 2023 1:05:09 PM

#	Meeting Date	Res Title	Res Details	Responsible Function	Status	Comments
1	26/05/2021	Offer for Lease - RMWABLC	<p>RESOLUTION 2021/52</p> <p>That Council receive this report as presented and resolves to:</p> <ol style="list-style-type: none"> 1. Call Expressions of Interest for the possible disposal of the asset through lease or sale of the RM Williams Australian Bush Learning Centre in accordance with the requirements of Section 228 of the <i>Local Government Regulation 2012</i>; and 2. Council conducts a community survey to gather community sentiment on the future of the RM Williams Australian Bush Learning Centre; and 3. Further consider a report on the outcome of the Expressions of Interest and survey feedback at the August 2021 General Meeting. 	Corporate & Community	  	<p>Expressions of Interest (EOI) called and assessed. Report tabled at the General Meeting held on 21 July 2022 with outcome of the EOI.</p> <p>Survey outstanding.</p> <p>Refer to report tabled at this General Meeting for proposed updates to this resolution.</p>
2	30/06/2021	Service Delivery Review - Swimming Pools	<p>RESOLUTION 2021/60</p> <p>That Council:</p> <ol style="list-style-type: none"> 1. Continue to maintain and operate existing pools in Biggenden, Eidsvold, Gayndah, Monto and Mundubbera. 2. Further investigation and condition assessment of the region's pools is undertaken. 3. A fit for purpose asset management strategy is developed and funding sort to replace existing pools over 10 years. 4. Review the operating agreements to ensure the most effective delivery of the service to the community and report to Council on the outcomes. 	Office of the CEO	   	<p>A business-as-usual activity that has been captured into the workflow.</p> <p>Completed. No significant structural defects were found. Monitoring program to be implemented to monitor water levels for leaks.</p> <p>This remains a work in progress, with effort planned for 2023/24 financial year to commence the activity.</p> <p>Completed with new leases issues in 2022.</p>

● Completed
 ● Work In Progress
 ● On Hold
 ● Outstanding

	Division: All Committee: General Meeting Officer: All	Date From: All Date To: All Doc ID: 1169645
	Infocouncil Action Sheets Report	

Printed: Friday, 8 September 2023 1:05:09 PM

#	Meeting Date	Res Title	Res Details	Responsible Function	Status	Comments
3	30/06/2021	Service Delivery Review - Showgrounds	RESOLUTION 2021/64 That Council: Work with Show Societies and the Queensland Department of Resources to remove itself as trustee for the Gayndah, Eidsvold, Monto and Mt Perry Showgrounds and negotiate a model similar to that of the Biggenden and Mundubbera Showgrounds.	Office of the CEO		A review of lease/tenure is underway to confirm arrangements for each showground. Completion of this review is expected at the end of September 2023. Following the review, an update will be provided to Councillors at an upcoming Councillor Workshop to discuss next steps.
4	27/01/2022	Tender for Lease of Gayndah Airport Refuelling Facility	RESOLUTION 2022/19 That Council: 1. Resolve to conduct a Tender for the lease of Gayndah Airport Refuelling Facility located at 2 John Taylors Road, Gayndah; being part of Lot 2 RP201121. 2. Authorise the Chief Executive Officer to enter an agreement for the Gayndah Airport Refuelling Facility Depot (proposed Lease Area "A" 2 within RP201121), on terms to be negotiated by the Chief Executive Officer for period not exceeding ten years.	Works	 	Research has commenced to understand what should be included in the AVGA refuelling facility lease. On hold pending outcome of the above.
5	23/02/2022	North Burnett Landcare Group Inc. (now formally known as Monto Landcare Group Inc.)	RESOLUTION 2022/29 That Council: 1. Note the contents of this report. 2. Authorise the Chief Executive Officer to negotiate and finalise a Trustee Lease to North Burnett Landcare Group Inc on terms consistent with the Reserve purpose of "Public Halls" and the Land Act, including terms to ensure broad community access, with a lease term until 30 June 2033 for Lot 1 M74755.	Corporate & Community	 	Completed. No response from Landcare following the 10-year Trustee Lease issued for signing due 18/08/23. On hold pending legal opinion and advice from Department of Resources.






● Completed
 ● Work In Progress
 ● On Hold
 ● Outstanding

	Division: All	Date From: All
	Committee: General Meeting	Date To: All
	Officer: All	Doc ID: 1169645
Infocouncil Action Sheets Report		Printed: Friday, 8 September 2023 1:05:09 PM

#	Meeting Date	Res Title	Res Details	Responsible Function	Status	Comments
			3. In the event, that after negotiations with North Burnett Landcare Group Inc that they do not wish to proceed with a new lease, resolve to relinquish Trusteeship of Reserve for Public Halls being Lot 1 M74755.		●	On hold pending outcome of item 2 above.
			4. Resolve to offer no objections to any application by North Burnett Landcare Group Inc to purchase or apply for Trusteeship of Reserve for Public Halls being Lot 1 M74755.		●	Completed.
			5. Resolve to offer no objections to any application by North Burnett Landcare Group Inc to purchase or apply for Trusteeship of Reserve for Park being Lot 2 M74755.		●	Completed.
			6. Resolve to offer no objections to any application by North Burnett Landcare Group Inc to purchase or apply for Trusteeship of current Unallocated State Land being Lots 3 & 4 M74755.		●	Completed.
			7. Resolve to relinquish Trusteeship of Reserve for Park being Lot 2 M74755.		●	Work in progress.
			8. Resolve to cease to supply North Burnett Landcare Group Inc with any no cost allocation of water effective, 01 March 2022.		●	Completed.
			9. Resolve that from 01 March 2022, that North Burnett Landcare Group Inc be charged full water access and consumption charges pursuant to Council's adopted Revenue Statement.		●	Work in progress.
			10. Authorise the Chief Executive Officer to request a report from North Burnett Landcare Group Inc with regards to the progress of the Wetlands Project, on current leases over Lot 2 RP153207 and Lot 7 SP155908, and take any actions deemed appropriate. This report is to be presented at a Councillor Information Workshop.		●	Completed. Presented at the Councillor Workshop on 05/04/2023.

● Completed ● Work In Progress ● On Hold ● Outstanding

	Division: All	Date From: All
	Committee: General Meeting	Date To: All
	Officer: All	Doc ID: 1169645
Infocouncil Action Sheets Report		Printed: Friday, 8 September 2023 1:05:09 PM

#	Meeting Date	Res Title	Res Details	Responsible Function	Status	Comments
6	21/07/2022	RMWABLC - Expression of Interest	<p>RESOLUTION 2022/117</p> <p>That Council:</p> <ol style="list-style-type: none"> Decline to proceed with any of the Expressions of Interest submitted. Delegate authority to the Chief Executive Officer to determine a tender process designed to attract innovative solutions for the future operation of the Reginald Murray Williams Australian Bush Learning Centre. 	Office of the CEO	 	<p>Expressions of Interest (EOI) called and assessed. Report tabled at the General Meeting held on 21 July 2022 with outcome of the EOI.</p> <p>Refer to the report tabled at this General Meeting for proposed updates to this resolution.</p>
7	24/08/2022	Mount Perry Caravan Park	<p>RESOLUTION 2022/132</p> <p>That Council:</p> <ol style="list-style-type: none"> Resolves to terminate by mutual consent the lease for the period 01 September 2022 to 30 June 2028 with Maclean Parks Pty Ltd, over Lease A SP255553 within Lot 1 on SP117730, located at Heusman Street, Mount Perry, and alternate operating arrangements are explored to maintain this service. Resolves to undertake a review of all Council caravan park operations within the North Burnett region. 	Works	 	<p>Completed.</p> <p>Officers are reviewing the draft report with a focus on the costs associated with each option.</p>
8	26/10/2022	Rural Fire Levy Expenditure	<p>RESOLUTION 2022/163</p> <p>That Council:</p> <ol style="list-style-type: none"> Endorse Biggenden Rural Fire Brigade's request to utilise Rural Fire Levy funds to the value of \$35,813.15 towards construction of a suitably approved shed at Saleyards Road, Biggenden; and 	Office of the CEO		<p>Through the state project team looking after this build, a surveyor has been engaged to conduct a detailed contour survey of the lease block for the builders to accurately quote.</p> <p>Completion date is unknown. However, work is progressing to have a purpose-built facility for the brigades that support the Biggenden area ASAP.</p>






● Completed
 ● Work In Progress
 ● On Hold
 ● Outstanding

	Division: All	Date From: All
	Committee: General Meeting	Date To: All
	Officer: All	Doc ID: 1169645
Infocouncil Action Sheets Report		Printed: Friday, 8 September 2023 1:05:09 PM

#	Meeting Date	Res Title	Res Details	Responsible Function	Status	Comments
	26/10/2022	Rural Fire Levy Expenditure	2. Endorse Mount Perry Rural Fire Brigade's request to utilise Rural Fire Levy Funds to the value of \$900.00 to install a Wireless Access Point at 11 Elliot Street, Mount Perry.	Office of the CEO	●	Completed.
9	23/11/2022	Mount Perry State School P&C request for financial report	<p>RESOLUTION 2022/172</p> <p>That Council resolve:</p> <ol style="list-style-type: none"> 1. That the report, Mount Perry State School P&C Request for Financial Support, lay on the table. 2. The Chief Executive Officer to seek further information and table a report at a future General Meeting of Council early in the New Year. 	Corporate & Community	● ●	Completed. Report to be tabled at an upcoming General Meeting of Council.
10	14/12/2022	Mount Perry Community Development Board Incorporated - Request for exemption from hall hire fees	<p>RESOLUTION 2022/181</p> <p>That Council:</p> <ol style="list-style-type: none"> 1. Council decline to grant Mount Perry Community Development Board Incorporated a fee waiver for use of the community hall. 2. Formal correspondence be sent to Mount Perry Community Development Board Incorporated advising them of Council's decision and that 2022/23 Fees and Charges will be upheld. 3. A review of policies relating to fees and charges for community groups hiring Council facilities be undertaken. 	Corporate & Community	● ● ●	Completed. Completed. A review of related policies is underway with a view to table a report for Council endorsement of amendments anticipated at the end of November 2023.

● Completed ● Work In Progress ● On Hold ● Outstanding

	Division: All	Date From: All
	Committee: General Meeting	Date To: All
	Officer: All	Doc ID: 1169645
Infocouncil Action Sheets Report		Printed: Friday, 8 September 2023 1:05:09 PM

#	Meeting Date	Res Title	Res Details	Responsible Function	Status	Comments
11	25/01/2023	Road Register Classification Review	<p>RESOLUTION 2023/8</p> <p>That Council:</p> <ol style="list-style-type: none"> Engages Shepherd Services to undertake a full review of the Road Register to identify assets potentially being overserved, off alignment or incorrectly classified in the adopted road hierarchy set out in Council's Road asset management plan. The findings are to be returned to Council for review before any service level change. 	Works	 	<p>Completed.</p> <p>Update scheduled at an upcoming Councillor Workshop.</p>
12	25/01/2023	Burnett Inland Economic Development Organisation (BIEDO) - 2023 Partnership proposal	<p>RESOLUTION 2023/13</p> <p>That Council lay the partnership agreement on the table until further clarification is provided, and a report is brought back to Council.</p>	Office of the CEO		Update provided at the Councillor Workshop on 6 September 2023. Refer to the report tabled at this General Meeting.
13	22/02/2023	Monto Administration Building - Future Plan	<p>RESOLUTION 2023/22</p> <p>That Council:</p> <ol style="list-style-type: none"> Resolves to undertake repairs to the Monto Administration Building at 51A Newton Street, Monto Queensland 4630, to the Design Specifications dated 16 March 2022 and Engineering and Architectural Drawings dated 06 April 2022 and 25 March 2022 respectively prepared by Council's consultant structural engineer. Allocate an additional budget of \$137,277 for the stabilising works for the Monto Administration Building. 	Works	 	<p>A site inspection was carried out by a structural engineer in late August 2023. This inspection has confirmed the most likely cause of the cracking and will inform options for Council to consider.</p> <p>\$250,000 carried over from the FY22/23 budget.</p>

● Completed
 ● Work In Progress
 ● On Hold
 ● Outstanding







Division: All
Committee: General Meeting
Officer: All

Date From: All
Date To: All
Doc ID: 1169645

Infocouncil Action Sheets Report

Printed: Friday, 8 September 2023 1:05:09 PM

#	Meeting Date	Res Title	Res Details	Responsible Function	Status	Comments
14	26/04/2023	Review of Public Washdown Facilities' Compliance and Operations	<p>RESOLUTION 2023/51</p> <p>That Council:</p> <ol style="list-style-type: none"> Resolve to put an immediate temporary closure on the Mundubbera Washdown facility due to compliance concerns while investigations commence into a potential and compliant alternative for future use. That notice be provided onsite that the facility has closed and that investigations will commence into a potential and compliant alternative for future use; and locations of alternative services be provided via site signage, social media, and newspaper advertisement. That this matter be tabled at a future General Meeting of Council with outcomes of the investigation. 	Corporate & Community	 	<p>Completed.</p> <p>Meeting with Department of Environment and Science (DES) scheduled for 15 September 2023 for further discussions.</p>
15	28/06/2023	Sale of Land for Overdue Rates and Charges	<p>RESOLUTION 2023/102</p> <p>That Council:</p> <ol style="list-style-type: none"> Receives and notes the information within the report. Pursuant to section 140(2) of the Local Government Regulation 2012: <ol style="list-style-type: none"> sell the land described in the table for overdue rates and charges: 	Corporate & Community	 	<p>Completed.</p> <p>Two (2) of the three (3) properties have paid the outstanding rates in full and will no longer be included in the Sale of Land Process. Contact from the Mortgagee of the third property has been received. Council is not aware at that stage if they will be attending to the outstanding rates. Auction for property not paid to be held between 12/10/2023 (3 months from issue of notice) and 12/1/2024 (6 months from issue of notice).</p>

Assessment ID	2016 and Older Arrears	2017 Arrears	2018 Arrears	2019 Arrears	2020 Arrears	2021 Arrears	2022 Arrears	Arrears for Current Year	Balance on Current Instalment	Penalty Balance	Court Costs	Total Balance Owed
106220000000	0.00	0.00	0.00	0.00	790.85	1,198.54	1,357.84	635.07	635.07	338.91	751.88	5,787.36
403070000000	0.00	0.00	0.00	0.00	3,834.82	3,291.99	3,568.05	5,529.78	5,529.35	974.81	1,748.75	15,674.87
600500000000	0.00	0.00	0.00	0.00	2,897.15	4,136.12	3,648.48	1,578.05	1,561.28	393.82	1,725.11	15,552.31
Grand Total	0.00	0.00	0.00	0.00	5,522.82	8,626.65	8,774.95	3,773.42	3,722.62	2,307.34	4,224.94	37,314.74

● Completed ● Work In Progress ● On Hold ● Outstanding

	Division: All	Date From: All
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	Officer: All	Doc ID: 1169645
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#	Meeting Date	Res Title	Res Details	Responsible Function	Status	Comments
			3. Are presented with a report on the outcomes of the community engagement, by March 2024 and prior to the nomination of Special and Show Holiday dates for 2025.		●	On hold pending the completion of item 2.
18	31/07/2023	North Burnett Regional Planning Scheme - Major Amendment 'Business Resilience Amendment'	<p>RESOLUTION 2023/133</p> <p>That Council:</p> <ol style="list-style-type: none"> Approve the proposed planning scheme amendment 'Business resilience' at Attachment Two (proposed amendment). Resolve to give the proposed amendment to the Minister for a State interest review in accordance with section 16.5 of the Minister's Guidelines and Rules (MGR). Note: Chief Executive Officer has existing delegated authority for preparing the notice to the Minister for the State interest review, including the required material as prescribed in Schedule 3 of the MGR. Delegate to the Chief Executive Officer the responsibility for responding to requests from the State about refinements to the proposed scheme amendment. Note: following the State interest review consultation will be progressed by the Chief Executive Officer only if it can be commenced and completed prior to the end of November 2023. 	Corporate & Community	<p>●</p> <p>●</p> <p>●</p> <p>●</p> <p>●</p>	<p>Completed.</p> <p>The major scheme amendment is lodged with the Department for state interest review through the plan making portal.</p> <p>Noted. Lodged the major scheme amendment with the department for state interest review through the plan making portal.</p> <p>Noted.</p> <p>On hold pending the State interest review before consultation can be progressed by the CEO and only if it can be commenced and completed prior to the end of November 2023.</p>

● Completed ● Work In Progress ● On Hold ● Outstanding

9.2 LOCAL DISASTER MANAGEMENT PLAN

Doc Id: 1164572

Author: Vicki Callanan, Disaster Management Officer

Authoriser: Margot Stork, Chief Executive Officer

Attachments: 1. North Burnett Local Disaster Management Plan [1169757]

EXECUTIVE SUMMARY

The Local Disaster Management Group (LDMG) approved the adoption of the updated North Burnett Local Disaster Management Plan (the Plan) on 29 August 2023.

The report seeks Council's adoption of the Plan in accordance with Section 80(1)(b) of the *Disaster Management Act 2003*.

CORPORATE PLAN

OUR VISION: A prosperous future for generations built on a solid foundation of customer focused, efficient and effective service delivery.

OUR PRIORITY AREAS:

1. *Essential Service Delivery – Getting the basics right*

OFFICERS RECOMMENDATION

That Council endorse the North Burnett Local Disaster Management Plan as presented.

REPORT

Under Section 57 of the *Disaster Management Act 2003*, a Local Government must prepare a Disaster Management Plan. The plan must be consistent with the disaster management standards and disaster management guidelines. The Local Government may review, or renew, its local disaster management plan when the local government considers it appropriate.

The North Burnett Local Disaster Management Plan (attached) has been updated to reflect machinery of government changes, removal of duplication/inclusion of hyperlinks, update of third-party documents and updated to align with Councils corporate style.

The LDMG adopted the updated Plan and now request Local Government adoption in accordance with Section 80(1)(b) of the *Disaster Management Act 2003*

CONSULTATION

The Local Disaster Management Plan has been reviewed and adopted by the North Burnett LDMG.

RISK IMPLICATIONS

Reputation / Political

Not Applicable.

Occupational Health & Safety (WHS)

Not Applicable.

Financial Impact

Not Applicable.

Legal & Regulatory

Not Applicable.

Environmental

Not Applicable.

Property & Infrastructure

Not Applicable.

Human Resources

Not Applicable.

Information Communications Technology

Not Applicable.

Service Delivery

Not Applicable.

Climate

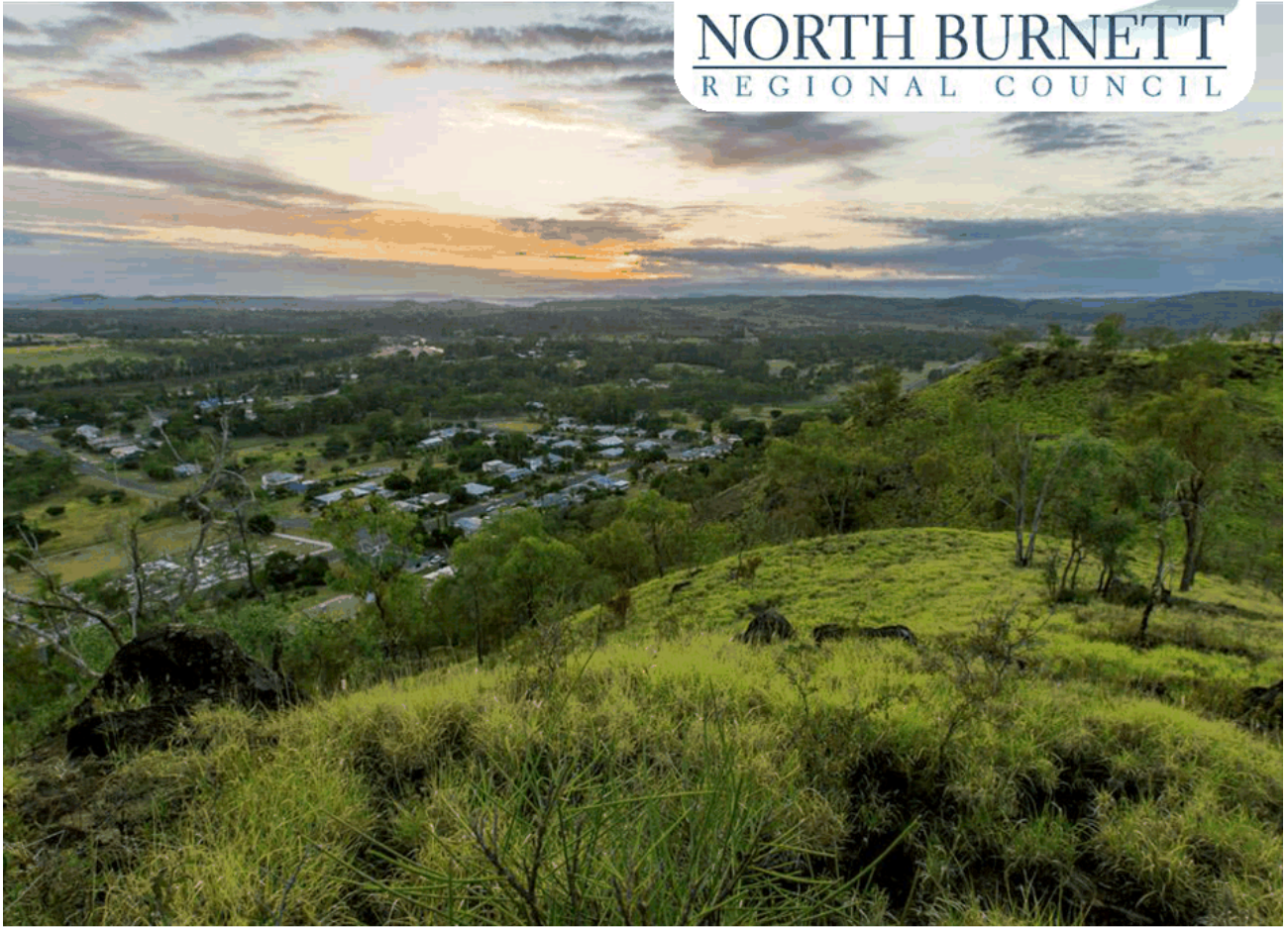
Not Applicable.

KEY MESSAGE

The North Burnett Local Disaster Management Plan has been adopted by the North Burnett LDMG and is now submitted to Council for adoption.



NORTH BURNETT
REGIONAL COUNCIL



Local Disaster Management Plan

ADOPTION

The North Burnett Region Disaster Management Plan, Version 2.1 dated 29 August 2023 has been developed in accordance with the requirements of the *Disaster Management Act, 2003* and is endorsed by the North Burnett Local Disaster Management Group.

Local Disaster Coordinator

___/___/___

The North Burnett Region Disaster Management Plan Version 2.1 dated 29 August 2023 has been reviewed by the Executive Officer of the Bundaberg District Disaster Management Group in accordance with Section 28 of the *Disaster Management Act, 2003*.

Executive Officer

Bundaberg District Disaster Management Group

___/___/___

The North Burnett Region Local Disaster Management Plan, Version 2.1 dated 29 August 2023 was adopted by the North Burnett Regional Council on <Date>, resolution No....., in accordance with Section 80 (1) (b) of the *Disaster Management Act 2003*. The North Burnett Regional Local Disaster Management Plan is approved for distribution.

Chairperson

North Burnett Region Local Disaster Management Group

___/___/___

CONTACT US

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Twitter: @NorthBurnettRC

Facebook: www.facebook.com/north.burnett.regional.council

ABN: 23 439 388 197

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PRELIMINARIES

PURPOSE OF THIS PLAN

The purpose of this plan is to detail the strategy, arrangements, and processes for disaster management in the North Burnett Region. It provides guidance on Prevention, Preparedness, Response and Recovery (PPRR), for the Local Disaster Management Group and the community.

This Local Disaster Management Plan is prepared under the provisions of section 57 of the *Disaster Management Act 2003*. It is consistent with legislation, disaster management guidelines, the State's strategic policy framework for disasters and the Queensland Disaster Management Standard.

MAINTENANCE OF THIS SUB PLAN

This Sub Plan is maintained by the Secretariat of the LDMG. This sub plan is to be reviewed annually by the LDMG to ensure it remains current and relevant.

DISTRIBUTION

This plan is distributed to the following people and organisations:

- All Local Disaster Management Group Members
- Bundaberg Disaster District Coordinator
- North Burnett Regional Council (internal)

DOCUMENT CONTROL

This plan is managed by the North Burnett Regional Council. The Council's Chief Executive Officer is the controller of this plan. Any proposed changes to this plan should be provided to:

"The Chief Executive Officer (Local Disaster Coordinator)"
North Burnett Regional Council
PO Box 390
GAYNDAH QLD 4625

IMPORTANT INFORMATION ABOUT THIS PLAN

Certain privacy related information contained within this plan is not released in the public version of this plan.

North Burnett Regional Council has no objection to material contained in the plan being reproduced for research or planning purposes provided that any material used remains unaltered and due recognition of the source of the materials is recognised.

Any party using the information for any purposes does so at their own risk and releases and indemnifies the North Burnett Regional Council against all responsibility and liability (including negligence, negligent misstatement and pure economic loss) for all expenses, losses, damages and costs as a consequence of such use.

FOREWORD

The North Burnett region is four hours' drive north-west of Brisbane, in the Burnett - Wide Bay Region of South East Queensland. This picturesque countryside, covering 19,700 square kilometres of diverse Australian landscape, is home to six main townships and a number of villages and farming catchments, providing the perfect idyllic lifestyle, that occasionally is subjected to the impact of disasters both natural and non-natural.

The region has a wide range of topography, changing demographics and diversified industries; therefore, there is a need for a collaborative, dynamic and robust Local Disaster Management Plan.

Effective recovery after a disaster is vital to ensure the wellbeing of individuals and our community. It's not just the replacement of what has been destroyed but it's a social and developmental process that involves all sections of the community striving alongside each other, together, to achieve 'business as usual' and/or a 'new normal' as soon as possible. Wherever possible this process should also enhance social networks, improve the natural and built environments, support the economy and increase resilience in the community.

This plan is our committed to ensuring that the Region remains a safe place to live, work and play. Through partnerships with the members of the North Burnett Local Disaster Management Group, the Bundaberg-North Burnett District Disaster Management Group and other neighbouring Local Disaster Groups, as well as our regions support agencies, we will continue to build our regions resilience, prepare our region for impacts and reduce the effects of disasters on the Region and its residents through continual disaster planning and community engagement within the region.

This local disaster management plan has been prepared by the North Burnett Regional Council Local Disaster Management Group in accordance with the Disaster Management Act 2003 Section 57 (1) to ensure the effective coordination of resources necessary to counter the effect of disasters with the North Burnett Region. The focus of the document is on using an 'all-hazards' functional approach, minimising impacts on disaster-affected communities, by ensuring a coordinated effort by all levels of government and non-government entities with responsibilities or capabilities in comprehensive disaster management.

The complexity and timeframes of recovery demands sound planning, effective coordination and above all, community involvement. This plan addresses these aspects and articulates how North Burnett Regional Council Local Disaster Management Group will undertake recovery operations during and following a disaster. In doing so, this plan provides a framework for the management and coordination of recovery, as well as guidance on the major considerations for recovery across the functional areas of human-social, infrastructure, economic and environment recovery.

The achievement of optimum community outcomes that match community need involves a collaborative, coordinated, adaptable and scalable approach where the responsibility for disaster recovery is shared between all sectors of the community. This includes individuals, families, community groups, businesses and all levels of government.

Whilst as a community we may not be able to prevent disaster from occurring, we can prepare our community and enhance its resilience to the adverse impact of any threat.

Chairperson
North Burnett Region
Local Disaster Management Group

STRUCTURE OF THIS PLAN

This Plan details the strategies, arrangements and processes that apply to disaster management for the North Burnett Region. It is a publicly available document (less some privacy/security related matters) and is to be used by authorities and the community to guide measures for disaster prevention, preparedness, response and recovery.

The Plan comprises two parts: a Main Plan with support plans for each of the six major towns in the North Burnett; and a Disaster Operating Manual comprising a number of Sub Plans and Operational Checklists.

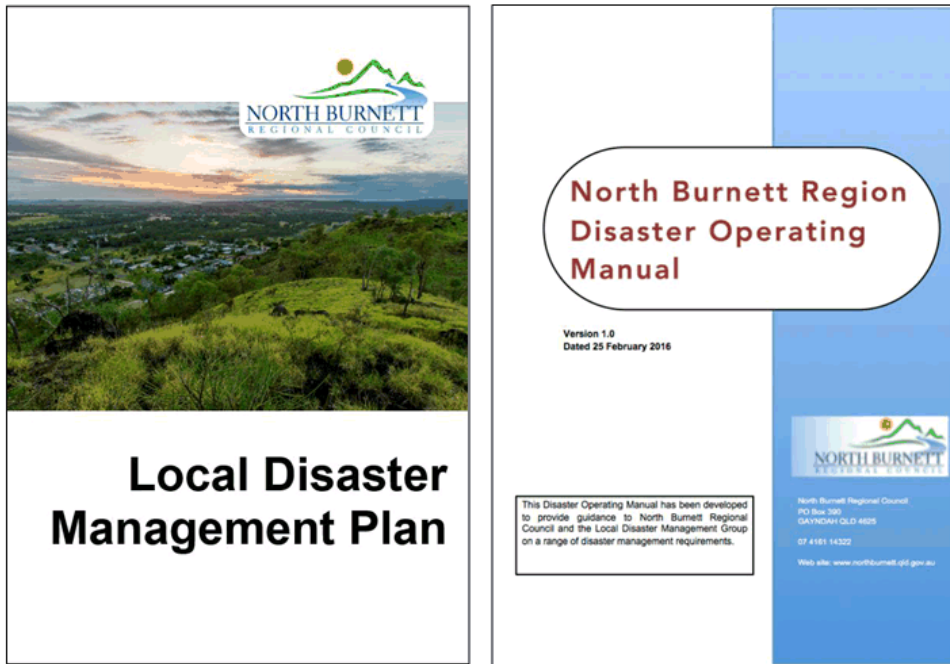


Figure 1 – Two Parts of the North Burnett Region Disaster Management Plan

The main plan outlines the strategies and arrangements for disaster management in the North Burnett Region including supporting plans for each major town in the region. The Disaster Operating Manual contains Operational Checklists and Sub Plans that focus on specific aspects of disaster management. The structure of the plan is outlined in the following paragraphs.

NORTH BURNETT DISASTER MANAGEMENT PLAN

- The context for Disaster Management in the North Burnett including assessment of risk and risk treatments.
- Local Disaster Management Arrangements.
- Strategies for Prevention, Preparedness, Response and Recovery
- Biggenden - Disaster Support Plan
- Eidsvold - Disaster Support Plan
- Gayndah - Disaster Support Plan
- Monto - Disaster Support Plan
- Mount Perry - Disaster Support Plan
- Mundubbera - Disaster Support Plan

DISASTER OPERATING MANUAL

1. Business and Governance
2. Activation & Coordination
3. Community Disaster Education & Awareness
4. Public Information and Warnings
5. Evacuation & Evacuation Centre Management
6. Public Health
7. Resupply
8. Impact Assessment
9. Recovery
10. Bushfire Management & Response¹
11. Pandemic Management & Response
12. Dam Failure
13. Emergency Animal and Plant Disease²

¹ To be developed in conjunction QFES

² To be developed in conjunction with Dept Agriculture and Fisheries

DEFINITIONS & ABBREVIATIONS

A list full listing of definitions and abbreviations used in this plan are detailed in Annex B to this plan.

AMENDMENT AND VERSION CONTROL

The initial version of the plan and subsequent amendments of a procedural nature must be approved by the Local Disaster Coordinator, Local Disaster Management Group and reviewed by the Executive Officer Bundaberg District Disaster Management Group, in accordance with Section 28 of the *Disaster Management Act 2003*. It is to be approved by the North Burnett Regional Council in accordance with Section 80(1) (b), *Disaster Management Act 2003*.

Amendments of a minor nature, e.g., legislation references, contact names, addresses, telephone numbers etc. will be handled administratively by the Local Disaster Coordinator of the Local Disaster Management Group and ratified at a Local Disaster Management Group meeting.

PUBLIC ACCESS AND CONTROLLED DOCUMENT ANNEXES

Certain privacy related matters contained in this plan are not publicly available and their release is conditional to those who have a need to know for operational purposes. A public version of this plan excluding the controlled document annexes shall be made available for public viewing at each Council Customer Service Centre.

Copies of the plan, excluding the controlled document annexes, shall be made available for purchase by members of the public at a fee determined by Council.

Electronic versions of the plan, excluding the controlled document annexes, shall also be made available electronically in a read only portable document format (PDF), shall be made freely available from the Council website.

Electronic copies provided to the District Disaster Coordinator and the members of the North Burnett Local Disaster Management Group (LDMG), shall be full versions that include all confidential annexes.

AMENDMENT AND VERSION CONTROL REGISTER

VERSION	DATE	PREPARED BY	COMMENTS
Version 1.00	01 May 2009	Brian Scotney/ KTG Engineering	Initial version of plan under QDMP Guidelines 2005 & Operational Plan Guidelines 2006.
Version 2.00	25 February 2016	RW Disaster Management Services	Revision to comply with DMA amendments and disaster management standards
Version 2.1	15 August 2023	Disaster Management Department – North Burnett Regional Council	Revision to update formatting, update state department names, remove duplication/include hyperlinks and update of third party documents.

LOCAL DISASTER MANAGEMENT PLAN

SECTION 1 - INTRODUCTION

QUEENSLAND DISASTER MANAGEMENT STRUCTURE

The Queensland disaster management system is a whole-of-Government system that requires a commitment from all levels of Government to deliver an all hazards, comprehensive framework that responds to the needs of the community.

An “all hazards approach” means one set of disaster management arrangements capable of dealing with all hazards – natural and manmade.

A “comprehensive approach” encompasses the PPRR principles of – prevention, preparedness, response and recovery – and involves all levels of government and the community, as defined in the *Disaster Management Strategy Policy Framework*.

The Queensland disaster management system is based on disaster management legislation contained in the *Disaster Management Act 2003*. Acts such as the *Fire and Rescue Services Act 1990*, *Public Safety Preservation Act 1986*, and the *Terrorism (Commonwealth Powers) Act 2002*, may have effect in times of disaster and provide additional powers in specific circumstances when dealing with a disaster.

The primary focus of the whole-of-Government disaster management system in Queensland is to mitigate the effects of disasters wherever possible or practical, while preparing to respond when disasters occur and recovering from their impact.

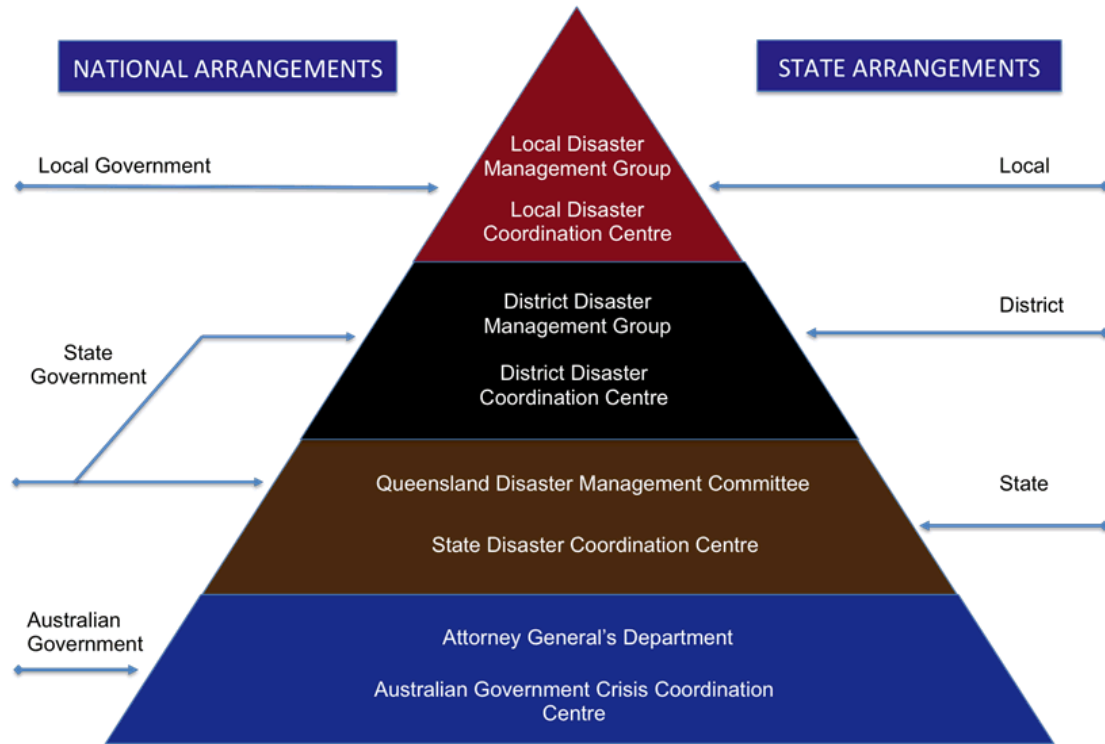
Disaster management arrangements have been developed with a focus on the local community, which is represented by the local government for the area.

For its part local government is responsible for:

- ensuring that it has a disaster response capability;
- providing public works and services to support its community;
- developing and implementing disaster mitigation strategies; and
developing and maintaining a disaster management plan that encompasses the PPRR principles.

The disaster management system in Queensland is shown diagrammatically in Figure 1 below:

Figure 1: Queensland Disaster Management Structure



Note: The various disaster management groups at each level are decision-making bodies that establish the priorities and effort to be undertaken in Disaster Management. They are supported by dedicated Coordination Centres at each level of the Disaster Management structure.

RELATIONSHIP TO OTHER PLANS

This local plan is supported by Disaster Management Plans at the District and State level. The Bundaberg District Disaster Management Plan provides direction and guidance on how the regional resources of the State will support communities in both Bundaberg and North Burnett Regional Council areas. The State Plan outlines the responsibilities and arrangements for Disaster Management across the State as a whole and can be found [here](#). The Bundaberg District Disaster Management Plan can be found [here](#).

KEY OBJECTIVES OF OUR PLAN

The key objectives of the Local Disaster Management Plan are to:

1. align with the State's strategic policy framework for disaster management and the Queensland Disaster Management Standard.
2. detail the LDMG strategy for disaster management in the North Burnett Region;
3. define the disaster management structure of the Local Disaster Management Group;
4. list the agreed roles and responsibilities, under this plan, of the various agencies that have been designated to have lead agency and/or support agency roles in the plan;
5. describe the likely effects of identified threats to the community and property in the area;
6. provide supporting plans and sub plans that address specific aspects of disaster management in North Burnett;
7. incorporate findings of the various risk management studies, including mitigation strategies, into Council's and other supporting agencies corporate governance documents and operational procedures.

HOW OUR PLAN ALIGNS WITH THE STATE STRATEGIC POLICY FRAMEWORK

Our Plan has been developed in accordance with the State Strategic Policy Framework for Disaster Management. The following paragraphs highlight how we are conforming to the policy's eight principles.

- **Our Plan is based on research and modelling studies.** Over the years, the North Burnett Region has experienced many major disaster events, mostly flood related. Historical data from these events along with specific flood studies undertaken using flood modelling data, provides a foundation for our assessment of risk and our disaster prevention, preparation, response and recovery arrangements under this plan.
- **Our Plan is managed.** Our plan outlines the disaster management responsibilities of key people and in the community and the Agencies that support our community. It describes how everyone works together and what we have to do under the Queensland Disaster Management Act, 2003.
- **Our Plan is based on assessment of risk.** We looked at all the disasters that could happen in North Burnett. By analysing how disasters could affect us (risks) we can work out how to prevent those things from happening, or, if we can't prevent them, how we should prepare for them and respond to them when needed. Our risk assessment helps us focus on what is really important to us.
- **Our Plan Identifies opportunities to mitigate risk.** Sometimes we can reduce the risk of something bad happening by working to help prevent it, or we can reduce the impact. Our plan helps us understand what we can do in our community to prevent disasters or lessen their impact.
- **Our Plan tells us how to prepare.** Our plan guides us in our preparation to deal with disasters. It provides procedures to ensure everyone knows what to do before a disaster, including how to make the community better prepared.
- **Our Plan tells us how we should respond.** Our plan guides us when disasters happen. It provides procedures to coordinate everyone's effort and informs us on what we need to do to deal with a disaster.
- **Our Plan guides us in our recovery.** Our plan guides us in providing relief and how we can best manage the Recovery after a disaster.

Our Plan helps us learn from disasters. Learning from disasters is important to ensure we are better prepared next time. Our plan tells us how to capture the lessons of disaster events to make our plan and our community stronger.

HOW OUR PLAN INTEGRATES INTO COUNCIL'S CORPORATE PLANNING PROCESSES

Council's corporate plan contains objectives and strategies for disaster management and risk management that relate to community well-being and community lifestyles, through preparedness for natural and man-made disasters.

The Operational Plan Program sets realistic goals and time frames in which to achieve the Corporate Plan's, desired objectives and strategies.

The North Burnett Regional Planning Scheme 2014 incorporates a Strategic framework to set the policy direction and a range of measures that facilitate its strategic outcomes. Such outcomes include removing or minimising exposure to natural hazards and providing community protection and resilience. Scheme measures include bushfire hazard and flood hazard overlay mapping, and associated development requirements. The planning scheme reflects the State Planning Policy 2017, including those provisions relating to 'Planning for safety and resilience to hazards'.

HOW WE WILL REVIEW AND RENEW OUR PLAN

The Local Disaster Coordinator must ensure that, in accordance with Section 59 of the *Disaster Management Act 2003*, the LDMP is reviewed annually and as necessary after activation. The review process shall be in accordance with the Standard for Disaster Management (the standard) and review processes established as part of the Emergency Management Assurance Framework (EMAF) and managed by the Queensland Inspector General of Emergency Management (IGEM). The standard and EMAF are available on IGEM's [website](#).

SECTION 2 – HAZARDS AND DISASTER RISK ASSESSMENT

INTRODUCTION

The North Burnett Region Disaster Management Plan is developed on the basis of Hazard and Risk Analysis to ensure that all risks are examined and treated appropriately and that we focus on what’s most important for the safety and well being of the North Burnett Community. This section outlines the historical basis of our risk assessment and details the hazards that may impact on the North Burnett. Annex C provides further detail in the form of a Risk Register which documents risks arising from hazards, their relative priority and the risk treatments that are to be applied to manage those risks. The Disaster Risk Register underpins the North Burnett Disaster Management Plan.

HISTORICAL RISK ASSESSMENTS AND HAZARD STUDIES

The North Burnett is a rural area comprising six main centres that support smaller local communities and rural properties. Each town/district has its own unique geography and demography and each are exposed to specific, and sometimes different, risks.

These risks have been identified over the years by undertaking risk assessments supported by flood modelling studies. Flood modelling of the Burnett River has been undertaken to help inform our understanding of the impact of various levels of flooding in the region. These historical risk assessments and flood studies are available through the North Burnett Regional Council. They are detailed in the following table:

FLOOD STUDIES	DISASTER RISK ASSESSMENTS
Gayndah Flood Study Part 1 Gayndah Flood Study Part 2 Mundubbera Flood Study	Natural Disaster Risk Assessments undertaken by pre-amalgamation shires: <ul style="list-style-type: none"> Biggenden Eidsvold Mt Perry Monto Gayndah <p>(Note: the historical risk assessment for Mundubbera cannot be located)</p>

COMMUNITY CONTEXT

An overview of the main characteristics of the North Burnett Region that establish the context for an assessment of risk is detailed in Appendix 1 to this Section.

Additional data on the region is available from the Australian Bureau of Statistics via the “data by region” link on their web page at www.abs.gov.au.

HAZARDS THAT MAY IMPACT ON THE NORTH BURNETT

The following hazards have been assessed for the North Burnett region and are described below:

HAZARDS
FLOODING
<p>Flooding of rivers, streams and creeks throughout the region is a continuing risk subject to seasonal climatic conditions and extreme weather events.</p> <p>Records suggest that the period November to March offer the greatest risk to the community of serious damage to infrastructure and potential loss of life. Flooding is a by-product both during and as an aftermath of cyclones and storms. The worst floods were in 1893, 1942, 1992, 2003, 2010, 2011, 2013, 2015, 2017 and 2022.</p> <p>A map of the Burnett Basin can be downloaded from the Bureau of Meteorology’s Web page at: http://www.bom.gov.au/qld/flood/brochures/burnett/map.shtml</p> <p>The Burnett River sub systems of interest are:</p> <p>Barambah Creek that rises south of Murgon and joins the Burnett River just below Gayndah; Nogo River west of Coomingleah Range and Auburn, Stuart and Boyne Rivers that join the Burnett River just west of Mundubbera.</p> <p>The Council relies upon the Bureau of Meteorology (BoM) and its flood monitoring systems for its flood warning advices.</p> <p>Major road communication routes traverse the Council area. A series of Highways, Main and Council rural roads feed service the area. All major systems cross the Burnett River and major creeks and are vulnerable to flooding. Despite major mitigation construction work by Council and Department of Main Roads, major flooding can occur for short periods. The highways crossing the Council area are major transport routes for the delivery of goods and supplies from the west and east, resulting in significant economic loss to the region and disruption to the lifestyle of local communities and travellers if significant events were to arise.</p>
Biggenden
<p>Biggenden township has some low level areas that are subject to localised short duration flooding. The areas are known to locals and are subject to attention by Council under annual operational planning activities, subject to finance and other priorities.</p> <p>Degilbo Creek has been known to overflow in and around Biggenden and subsequently enter Biggenden in an area bounded by Elizabeth and Caroline Streets, where John and William Streets cross. Approximately 19 properties were affected. The recurrence interval is considered to be 'possible', with 'minor' impact, leading to an assessed risk level of 'Moderate'. Council has attempted to limit future development in this area.</p>

Villages (Coalstoun Lakes and Dallarnil)

The flooding risk is considered to be low, despite the presence of Creeks in the area (Tawah and Merarie Creeks at Dallarnil and Brigalow and Rocky Creeks at Coalstoun Lakes).

Historical evidence suggests that flooding mainly impacts causeways and infrastructure and may cause localised service and limited community disruption.

Eidsvold

Floods of note were in 1893 (highest), 1942, 1992, February 2003, 2010 and 2013. In 1999, there was 150 mm of rain over Eidsvold causing a flash flood in town. These major floods averaged one every 30 years over the last 110 years.

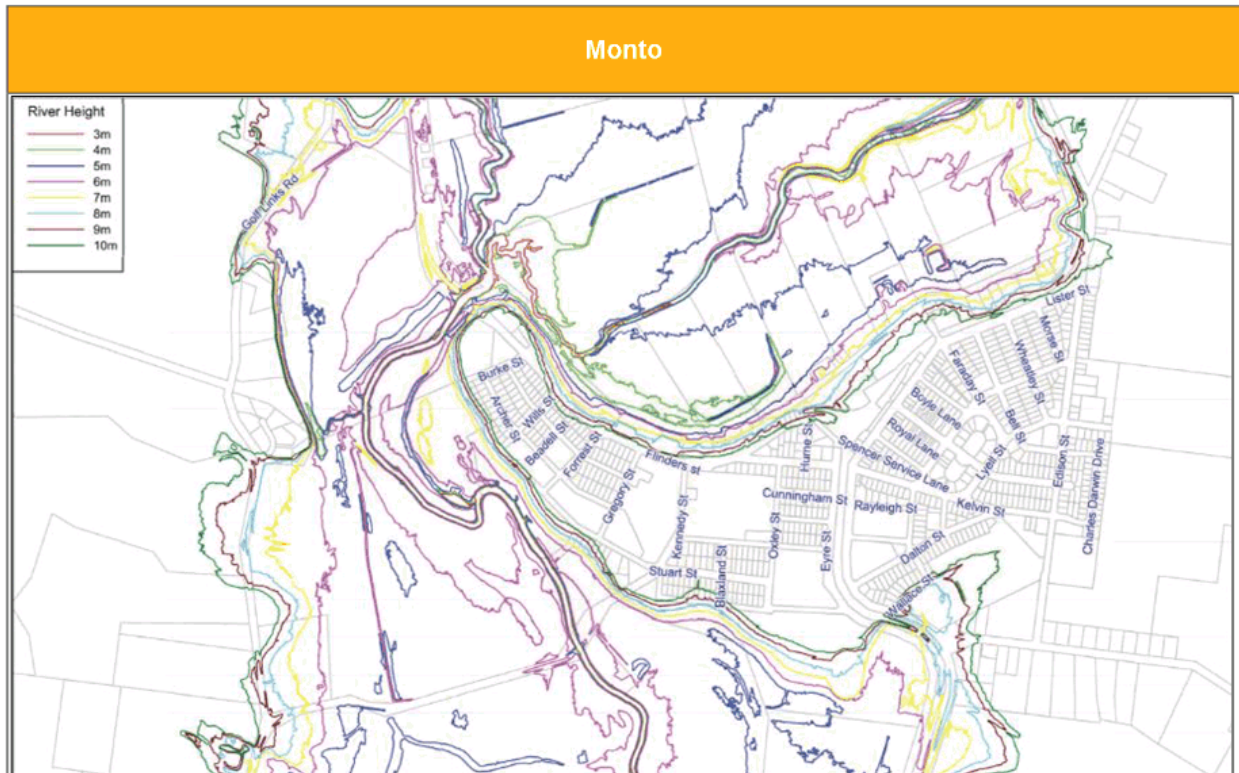
One Eidsvold man was drowned in a flash flood of the Burnett in about 1957 and another drown on the Crown St Culvert some years ago. There used to be a lot more flash floods before the dams went in. There are no flash floods now (source: Aboriginal elders, Eidsvold).

In 1973, a woman and her son were drowned whilst swimming in the river downstream from the Eidsvold flying fox,

Residents to the west of the Burnett appear to be the most vulnerable group in a major flood.

The Nogo River, located to the west of Coomingleh range is a large river that does not create any communication problems in flood.

The township is not generally vulnerable to riverine flooding but localised issues can occur along Harkness Boundary Creek. Rural homesteads along the Burnett River West of Eidsvold can be affected by flooding of the river.



Source: North Burnett Get Ready Guide

The town of Monto is situated near the junction of the Three Moon and Monal creeks, with this junction being at the northwestern outskirts of the town.

Since the settlement of Monto in the early twenties many floods have been recorded, however these events are mainly confined to the limits of the creeks floodplains.

Within the township of Monto the risk of property inundation is restricted to the Mill Road residences, properties and commercial ventures. In the eighty-year period to date no residences have had water ingress, however water has encroached onto their properties, the most significant being the 1942 flood, when water entered the Hyne and Son sawmill.

Major flood events occur when the water from the Three Moon and Monal arrive at Monto at the same time. This type of event is less prevalent since the construction of the Cania Dam, as this dam stores the water from the upper reaches of Three Moon creek.

The Burnett Highway, which runs North to South through the Monto Shire Council, crosses Three Moon creek at Monto over Huntings Bridge. During 1971 this bridge was impassable for fourteen days and outlying properties on the western side of Three Moon creek were reliant upon stored provisions to see them through. The airport is cut off from Monto by Three Moon creek.

Travellers become isolated on the road links.

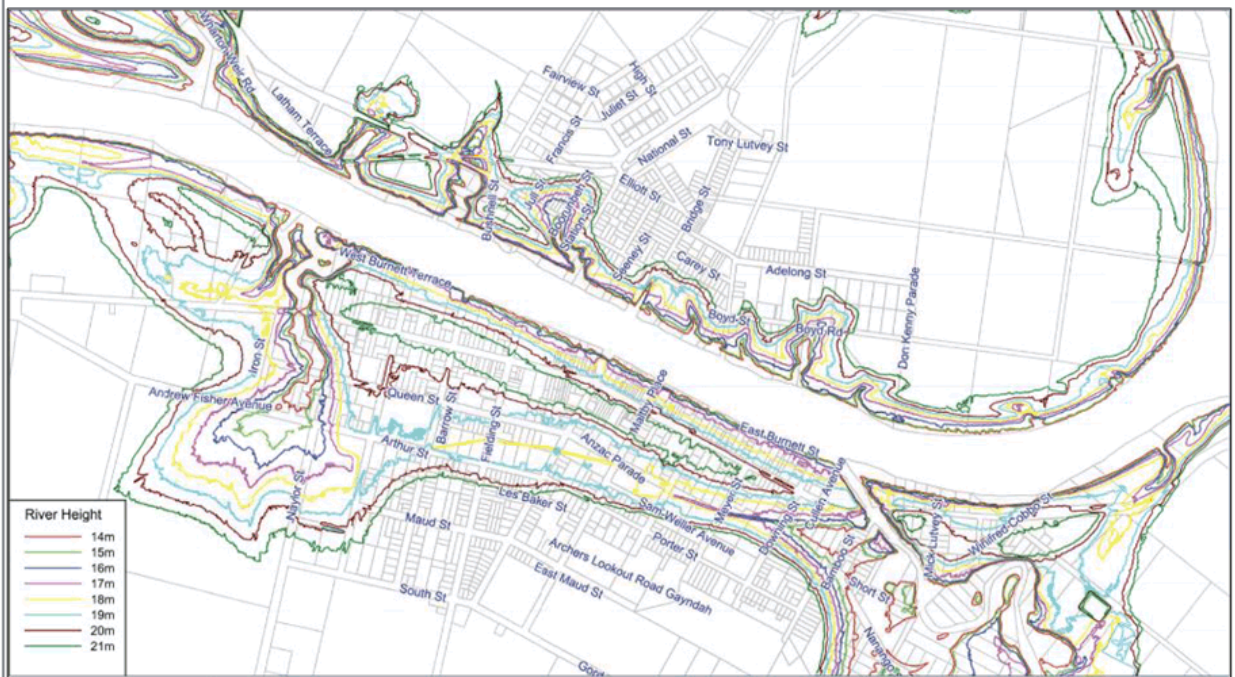
Monto township through isolation by road and power, Kalpowar, Moonford, Bancroft and Mulgildie similarly isolated.

Other local affects of flooding in the Monto area:

- Cania Caravan Park — Road cut at Gorgeoaky Creek
- Dairy Industry — cannot get product to factory
- Rural dwellers through isolation
- School children may become marooned in town if sufficient warning is not available.

The road infrastructure suffers damage at all watercourse crossings.

Gayndah



Source: North Burnett Get Ready Guide

The flood risk is depicted in the flood map above.

Mundubbera



Source: North Burnett Get Ready Guide

Flooding of the Burnett River at Mundubbera can be minor, moderate or major. These flood levels and possible impacts are described below:

- 5 metres – minor flooding - expect road closures
- 10 metres -moderate flooding – road closures and inundation of agricultural land
- 15 metres- major flooding-first habitable house as at 2013 is inundated at 18m in Mundubbera township and first rural residence (Allens farm on Dykehead Road).

BOM will issue Burnett River Flood warnings from the 5 metres event.

TRIGGER POINT	RESPONSE
13 Metres	River not expected to be of concern to town area although access to the airstrip would be closed. Regional road closures and some rural communities will be isolated requiring food supply.
17 Metres	Dimitrios Bridge Closed due to flooding.
18 Metres	Houses inundated.

REGIONAL HISTORICAL FLOOD DATA

The table below summarises the flood history of the river catchment – it contains the flood gauge heights of the more significant recent floods:

FLOOD EVENT	EIDSVOLD BRIDGE	MUNDUBBERA	GAYNDAH	STONELANDS	BRIAN PASTURES
JAN 1890	-	-	16.64m	-	-
FEB 1893	-	-	16.46m	-	-
FEB 1942	-	23.62m	19.66m	-	-
JUL 1954	-	18.29m	14.38m	-	15.27m
FEB 1971	10.69m	17.45m	13.79m	10.24m	9.54m
JAN 1974	7.67m	7.75m	-	11.62m	7.04m
MAY 1983	9.04m	10.60m	8.60m	9.07m	6.40m
MAR 1992	11.50m	8.20m	6.40m	7.41m	6.15m
FEB 2003	14.35m	10.60m	8.60m	-	-
DEC 2010	16.20m	18.82m	15.60m	9.94m	8.15m
JAN 2013	22.06m	23.00m	18.61m	-	13.00m
FEB 2015	12.25m	10.15m	-	5.86m	-

FLOOD CLASSIFICATIONS / RIVER HEIGHT STATIONS

The table below shows the flood classifications for selected river height stations in the North Burnett:

RIVER HEIGHT STATION	FIRST REPORT HEIGHT	CROSSING HEIGHT	MINOR FLOOD	CROPS & GRAZING	MODERATE FLOOD	TOWNS & HOUSES	MAJOR FLOOD
All heights are measured in Metres on flood gauges (B) = Bridge (D/S) = Down Stream							
Eidsvold Bridge	4.0	6.1 (B)	6.0	6.0 (D/S)	9.0	-	12.0 (D/S)
Mundubbera	3.0	17.0 (B)	7.0	11.0	11.0 (D/S)	17.0	18.0
Gayndah	3.0	19.0 (B)	5.0	15.0	8.0	16.3	15.0 (D/S)
Stonelands	-	-	8.5	-	10.0	-	11.5
Brian Pastures	2.0	10.5 (B)	6.0	8.0	8.0 (D/S)	-	9.0 (D/S)

Flood Mapping is available to the community via the [Emergency Management Dashboard](#).

DAM BREAK

DAM BREAK
<p>There are 6 referable dams located within the North Burnett Local Government area:</p> <ul style="list-style-type: none"> • Boondooma Dam – located on the Boyne River • Bjelke-Petersen Dam – located on Barker Creek • Cania Dam – located on Three Moon Creek • Paradise Dam – located on the Burnett River • Perry River Dam – located on Perry River • Wuruma Dam – located on Nogo River <p>Details of responsibility, responding during a dam failure and emergency action plans can be found in Sub Plan 12 – Dam Failure (Doc ID# 755779).</p>

STORM

Storms cover a variety of terminology from Cyclone, East Coast Lows, Tornadoes, Severe Thunderstorms, etc.

A considerable number of domestic and business/industrial structures in the Council's region pre-date the introduction of the wind codes in the mid 1980s and are therefore susceptible to damage caused by winds generated in the various categories of storms, especially cyclones and tornadoes.

The Bureau of Meteorology classifies storms as follows:

STORM	
Severe Storm	Defined by two categories - severe thunderstorms and land gales.
Severe Thunderstorm	<p>This type of thunderstorm is one that produces:</p> <ul style="list-style-type: none"> • hail, diameter of 2 cm or more (\$2 coin size); or • wind gusts of 90 km/h or greater; or • flash floods; or • tornadoes, or any combination of these. <p>South-east Queensland including the Wide Bay/ Burnett Region is a region particularly susceptible to severe thunderstorms during the summer months (October to March) with their hail, flash flooding, lightening and strong winds. These events are responsible for most of the annual damage to property from natural hazards in the region. There are about 20 days a year on which severe thunderstorms develop and on many occasions there have been up to five individual storm systems involved on any one day. Not all thunderstorms, however, produce damage. Over the past 45 years the region has experienced, on average, two damaging thunderstorms each year. In both 1995 and 1999 there were eight such storms.</p> <p>Destructive winds from thunderstorms occur much more frequently in the south-east Queensland region than do severe winds brought by tropical cyclones or east coast lows.</p>

	<p>Thunderstorm winds do, however, impact over a much smaller area. As a result, thunderstorms tend to cause localised but sometimes severe damage in a few suburbs, rather than affecting the whole region. Track widths typically vary from 1 km upwards and can extend for over 100 km if conditions are 'favourable'. Approximately 30% of all severe thunderstorms produce damaging hail. These swaths of hail may impact areas a few kilometres in width and up to 10 km in length. Thunderstorms can also bring with them flash flooding.</p> <p>Almost all storms produce some lightening and associated thunder and can be accompanied by hail.</p>
Tornadoes	<p>Tornadoes may accompany severe super-cell thunderstorms. On average they occur about one day per year in this region. Peak wind speeds are estimated to approach 450 km/h in the larger tornadoes.</p>
Land Gales	<p>Land gales are gale force (62 km) or stronger winds, which occur over the land. They usually last longer and affect much larger areas than thunderstorms. Gales blow when large differences in atmospheric pressure are concentrated over a small distance. This can happen between a "deep" low-pressure system and a strong high, or near an intense cold front.</p>
Cyclones	<p>Tropical cyclones are accompanied by strong winds, with potentially destructive gusts (more than 130 km/h within 100 km of the centre of Category 3 or greater storms. These strong winds can persist for hours, or even days, and can cause widespread building and infrastructure damage or even loss of life. Most of the structural damage caused by tropical cyclones is inflicted by strong winds. This damage can be caused directly by the wind and/or by the debris that it propels, frequently with great force. Cyclones may also result in severe flooding.</p> <p>Cyclones usually occur between November and March, and are not usually a major problem in the Region. On long-term average, 1 to 2 cyclones pass within 500 km of Brisbane each year, whilst in the past 92 years at least 15 of these storms have approached to within 100 km of the Wide Bay - Burnett Coast.</p>
East Coast Lows	<p>East Coast Lows, also known as east coast cyclones, winter cyclones or easterly trough lows, are one of a family of low pressure systems which most often develop during the winter months (May to August) along the east coast of Australia south of 25°C (about the latitude of Bundaberg). These large-scale storm systems often develop rapidly and can become quite intense, with storm force winds extending over wide areas. These events contribute significantly to flooding and wind damage along the coastal margins as well as marine accidents, storm surge and beach erosion.</p> <p>Whilst they share many features with tropical cyclones, east coast lows tend to intensify much more rapidly and form much closer to the south-east Queensland region, with the result that warnings of severe weather are typically quite short. The incidence of this type of storm fluctuates quite widely from one year to the next, with none in some years and the highest incidence being twelve in 1978/79. The long term average annual occurrence is about 2.5 storms per year but since 1960 the average has increased to 3.7.'</p>

	<p>The area has been subjected to fringe effects of tropical cyclones events, with the cyclone centres primarily being located in the eastern seaboard. Events that have reached the area have largely been aftermath effects that have crossed the coast in the northeast to easterly direction.</p> <p>The Bureau of Meteorology reported on 27 October 2002, a large storm outbreak occurred across southeast and central Queensland. Storms flattened trees near Biggenden, while golf ball sized hail was reported from the Rockhampton area. Seven sheep were killed by hail near Moonie. Strong wind gusts from storms damaged trees and structures in Childers.</p> <p>'Land gales or microbursts' hit parts of former Eidsvold Shire in the late 1990s and early 2000s. The Showground, Bowling Club and some private buildings on stations have been damaged from time to time.</p> <p>These narrow destructive gusting bands of wind normally occur from September to November, which, at worst, may be connected with lightning and fire. Such winds have lifted tin off the showground pavilion roof and torn awnings off showground buildings. Shade structures were ripped from the Bowls Club in about 1997. The Faulkner's lost their roof in about 2000. In about 1993, the roof of a shed in the Council yard hinged off and was destroyed in a narrow-gutted windstorm.</p> <p>Approximately 87 % of the current domestic building stock in the Council area was built prior to the introduction of wind codes. There is a high likelihood that these structures were not built to the wind code requirements for the area and are thus vulnerable to wind damage. A high proportion of structures in the Shire are of timber construction.</p>
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MAJOR TRANSPORT ACCIDENT

MAJOR TRANSPORT ACCIDENT	
Road	The road system within the Region carries a myriad of transport, made up of heavy transport carrying hazardous materials and cattle, tourist coaches, school buses and ordinary motor vehicles. The road system consists of the Burnett and Isis Highways, several State main roads and numerous sealed and gravel Council Roads. Many heavy transport vehicles (including those carrying hazardous materials), tourist coaches, school buses and other vehicles use the road system daily. A major incident may exceed the capabilities of the emergency services, depending on the complexity of the incident.
Air	Flight paths of civil and defence aircraft pass over various portions of the area, including residential areas. The effect of aircraft impacting within the Region has the potential to extend emergency services beyond their capacity.
Marine	A recreational boating accident in inland waterways may occur but the likelihood is low.

FIRE (RURAL & URBAN)

Weather and vegetation conditions play a large role in the potential for a fire. The whole of the Council area is vulnerable to grass fires. The urban/rural interface is a potential problem area. The large tracts of State Forests and National Parks present a bushfire problem due to the policies of the State Government with regard to reduction burns and the removal of grazing rights within the forest and park areas.

The bushfire season for South East Queensland and the Wide Bay/Burnett Region typically extends from mid to late winter through to early summer. The greatest danger from bushfire generally occurs in the period towards the end of winter when abundant growth of grass and other fuel from good seasons is followed by a winter of low rainfall and lengthy periods of dry westerly winds.

On average it is estimated that the region experiences a serious fire season about once in every five years and obviously depends on weather conditions.

With mixed open woodland and State Forests/National Parks, the region suffers wildfires in extreme dry and hot conditions. The worst remembered widespread fires were in 1951 and 1994. In November 1994 a major fire front came from the west, from the Cracow. The front was 40-50 km wide, producing much hard risky fire fighting for the eleven days of the declared emergency period.

There are more frequent, more contained fires, either from lightning in the lead up to the wet summers, or fires started by careless motorists, often originating in roadside rest areas.

Domestic and industrial fires are a possibility in urban designated areas.

Potential Bushfire Intensity mapping is found within the [State Planning Policy Interactive Mapping System](#).

It should be noted that this fire risk mapping is generalised and bushfire risk may vary considerably based on current weather and fire load conditions.

EMERGENCY ANIMAL & PLANT DISEASE

There is always a possibility that emergency / exotic animal / plant diseases may be introduced to the area by illegally imported animals and animal products or via the movement of infected stock into and through the area.

Emergency Animal and Plant Disease are lead by Department of Agriculture and Fisheries (DAF).

HAZARDOUS MATERIAL ACCIDENT

There is a potential for a disaster / emergency through the storage, transport and discharge of toxic, flammable substances, gases and infectious substances (e.g. Biological samples). The greatest danger to the general public from these materials usually occurs during their transportation. Transport of hazardous material by road has the potential to cause an accident involving the general travelling public, school buses and tourist coaches.

Hazardous material such as Liquid Petroleum Gas, natural Gas, Chlorine, Sodium Cyanide (solid and liquid), Sodium Hydroxide, Sodium Hypochlorite, Hydrochloric Acid, Sulphuric Acid and Anhydrous Ammonia are common on the roads system.

EPIDEMIC / PANDEMIC

The outbreak of an infectious disease in the populace areas is a possibility and could cause the health system to be taxed beyond its capacity therefore requiring assistance in quarantining and isolation of numbers of people for protracted periods.

Epidemics of communicable diseases are of low probability. However the following hierarchy indicates broad probabilities:

- Communicable diseases commonly found in the general population: meningitis, food-borne illness, influenza, COVID-19 and water-borne diseases;
- Setting – potential disease outbreak locations – childcare centres, schools, aged care facilities, event-specific, prisons, marginalised groups such as IV drug users, animal farms (chicken, cattle);
- Emerging infectious diseases – Swine flu, Bird flu, SARS, Leptospirosis, Lyssa Virus, Q Fever;
- Biological assault – terrorist threat, biological weapons.

EARTHQUAKE

A disaster of this type, which causes damage to property, essential services and perhaps loss of life, could occur without warning. Such disaster could stretch the resources of the region and would more than likely require outside assistance.

Earthquake impact is a possibility, with four (4) events having Modified Mercalli (MM) intensities of 4.3, 5.7, 5.9 and 6.3 felt in the Council area with some damage to buildings being recorded. In the surrounding area eleven (11) other earthquakes were recorded with MM intensities of 4 and fifteen (15) others with MM intensities of 3 or 2. Although a rare event there is the potential for severe damage, loss of life and a considerable economic impact on the economy of the region.

It is recognised that Council and the State's infrastructure could be subjected to substantial damage in a major event.

A major Queensland earthquake fault line runs through Gayndah, and Monto is situated on the northern extremity therefore there is the potential for sonic future event.

The known areas of dilatant soils (which will liquefy when vibrated) are the flats of Three Moon, Monal and Splinter Creeks. No known structures are built on these flats.

LANDSLIP

A disaster of this type, which causes damage to property, essential services and perhaps loss of life and stock, could occur. Such a disaster could stretch the resources of Council and would more than likely require outside assistance. Landslips may occur on the steep slopes of the ranges and could be rain induced. 12% of the land in the area has slopes in excess of 15%.

The [State Planning Policy \(2017\)](#) proposed that all land with a slope of 15% or greater be regarded as a possible landslide/slip area for natural hazard management.

The areas subject to possible landslip, based on available history, are around Mount Woowoonga and the Mount Walsh National Park and a small section of the residential area of Gayndah around the 'hospital hill'/lookout reserve.

TERRORIST ACT

It is possible that a terrorist act may occur in the Council area. If it were to occur it is likely that such an act would involve the Council's infrastructure. It is possible that an event in a neighbouring local government area could indirectly affect North Burnett Regional Council area, e.g. an attack of the State power grid, major water storages or the rail network in the area. Queensland Police Service have operational responsibility for first response to terrorism.

RISK ASSESSMENT & RISK REGISTER

The Risk Assessment for the North Burnett region is maintained by Council as part of this plan. The Risk Assessment documents the risks arising from the above hazards that affect the region or specific localities and rates these risks (prioritises them) according to their likelihood and consequence.

The North Burnett Disaster Risk Register is also maintained by Council on behalf of the LDMG as part of this plan. It details the Risk Treatments to be applied to prevent or mitigate the risks identified. The Risk Assessment and the North Burnett Disaster Risk Register are provided in Annex C to this Plan.

MAKING SURE DISASTER RISKS ARE MANAGED

The Risk Register is a very important document for the LDMG. The Group's responsibility is to make sure that we do the things detailed in our Risk Register to remove or reduce disaster risk for the North Burnett community.

The LDMG should regularly refer to the Risk Register at their meetings to make sure progress is being made in managing disaster risks. If anything changes in the community, the Group may need to change the risk register to take into account those changes.

The LDMG may refer risk treatments that are beyond the capacity of the community to the Bundaberg Disaster District for their advice, support and assistance.

Appendices:

1. General Description of North Burnett

APPENDIX 1 – GENERAL DESCRIPTION OF NORTH BURNETT

FEATURE	RELEVANT INFORMATION AND CONSIDERATIONS
Geography	<p>The area administered by North Burnett Regional Council (NBRC) covers 19,708 square kilometres, which represents 1.1. per cent of the State's area of 1,734,190 square kilometres. The Region's administrative centre is located at Gayndah, approximately 320 road kilometres north west of Brisbane and 148 road kilometres west of Maryborough.</p> <p>The Council area is surrounded by the local government areas of Bundaberg, Fraser Coast, Gympie, South Burnett, Banana, Gladstone and Western Downs.</p> <p>The Burnett River is the major river system in the area with several other Rivers (Boyne, Auburn, Nogo) and Creeks (Three Moon, Monal, Cadarga, Reids and Barambah) in the region.</p> <p>Major water storage areas such as dams and weirs are located on these river/stream systems. These include Jones Weir, Cania Dam, and Paradise Dam to name a few.</p> <p>The region is rural based with several mountain ranges incorporating several national parks or state forests such as Auburn River, Cania Gorge, Mount Walsh National Park, Normanby Range and Archers and McConnell lookouts.</p> <p>Major population centres in the region include Biggenden, Eidsvold, Gayndah, Monto, Mount Perry and Mundubbera.</p> <p>The majority of usable land in the area is used for several industries such as timber, livestock (beef, dairy and pork), limited mining and agricultural industries such as citrus/fruit growing and mixed commercial crops.</p> <p>Throughout the region there are several road systems that carry a wide range of commercial freight, tourism and community needs. Some of these roads are the Maryborough – Biggenden Road, Gayndah – Mount Perry Road, Monto – Mt Perry Road and the Burnett and Isis Highways.</p> <p>A rail line runs from the QR Maryborough hub providing freights services to the region through the following centres of Biggenden, Gayndah, Mundubbera, Eidsvold and Monto. A road-rail service extends to other locations.</p> <p>There are limited air services within the region mainly operating from a range of sealed to grass airstrips.</p>
Climate and Weather	<p>The climate of the area is characterised as being sub-tropical and sub-humid with rainfall tending to be more concentrated in the October to March months.</p> <p>Annual median rainfall for the region ranges from 704 mm (Mundubbera) to 916 mm (Mt. Perry)</p> <p>Frosts occur throughout the region manly in June to August.</p>

	<p>Average seasonal temperatures range from 5 degrees minimum to 32 degrees maximum. Occasionally extreme temperatures are experienced in summer months.</p> <p>Cyclones do not directly affect the area generally but the effects of coastal monsoonal activity or 'East Coast' lows can impact the area. Between September and February the region can experience severe thunderstorms or wind shear.</p>
<p>Population</p>	<p>The region's population as at 2022 was 10,220 persons. The population has seasonal fluctuations due to agricultural crop harvesting labour demands and tourism activities such as festivals and commemorative events.</p>
<p>Community Capacity</p>	<p>Organisations that may provide community response capacity:</p> <ul style="list-style-type: none"> • Lions: Biggenden, Eidsvold, Gayndah, Monto, Mundubbera • Rotary: Biggenden, Gayndah, Monto, Mundubbera • Apex: Biggenden, Monto • QCWA: Biggenden, Gayndah, Monto, Mt Perry, Mundubbera • RSL: Biggenden, Eidsvold, Gayndah, Monto, Mt Perry, Mundubbera
<p>Education Facilities</p>	<p>Throughout the Region there are several Education or Child Care facilities – not all are listed in this section:</p> <p><u>Biggenden:</u></p> <ul style="list-style-type: none"> • Biggenden State School • Kindergarten and Day Care Centre <p><u>Eidsvold:</u></p> <ul style="list-style-type: none"> • Eidsvold State School • Abercorn State School • Kindergarten and Pre School <p><u>Gayndah:</u></p> <ul style="list-style-type: none"> • State Primary School • Burnett State College & TAFE Centre for Open Learning • Binjour State Primary School • St. Joseph's Primary School • Kindergarten and Pre School <p><u>Monto:</u></p> <ul style="list-style-type: none"> • Two Primary State Schools • One Secondary School • St. Therese's Primary School • Kindergarten and Pre School <p><u>Mount Perry:</u></p> <ul style="list-style-type: none"> • Mount Perry State School <p><u>Mundubbera:</u></p> <ul style="list-style-type: none"> • Mundubbera State Primary and Secondary School

	<ul style="list-style-type: none"> • Boynewood, Monogorilby and Binjour State Schools • Kindergarten and Pre School
<p>Critical Infrastructure</p>	<p>Police and Emergency Services:</p> <ul style="list-style-type: none"> • <u>Queensland Police stations</u> Biggenden, Eidsvold, Gayndah, Monto, Mount Perry and Mundubbera. • <u>Queensland Fire & Emergency Services:</u> <ul style="list-style-type: none"> ○ Urban/Auxiliary Brigades Biggenden, Eidsvold, Gayndah, Monto and Mundubbera. ○ Volunteer Rural Fire Brigades Biggenden, Eidsvold, Gayndah, Monto, Mount Perry and Mundubbera. • Queensland Ambulance stations Biggenden, Eidsvold, Gayndah, Monto, and Mundubbera with Mount Perry township being serviced from Gin Gin. • Queensland State Emergency Service Volunteer Units (SES): Biggenden, Eidsvold, Gayndah, Monto, Mount Perry and Mundubbera. <p>Medical and Care facilities:</p> <p><u>Biggenden:</u></p> <ul style="list-style-type: none"> • Hospital/helipad • General Practitioner • Pharmacy • Aged Care <p><u>Eidsvold:</u></p> <ul style="list-style-type: none"> • Public hospital/helipad • General Practitioner • Day Respite Care Centre • Pharmacy <p><u>Gayndah:</u></p> <ul style="list-style-type: none"> • Public hospital/helipad • General Practitioner • Pharmacy • Aged Care Centre • Community Health <p><u>Monto:</u></p> <ul style="list-style-type: none"> • Hospital/helipad

	<ul style="list-style-type: none"> • General Practitioner <p><u>Mount Perry:</u></p> <ul style="list-style-type: none"> • Mount Perry Community Health Centre with visiting Doctor/helipad <p><u>Mundubbera:</u></p> <ul style="list-style-type: none"> • Public Hospital/helipad • General Practitioner • Aged Care units • Pharmacy
<p>Essential Services</p>	<p>Water supply and sewerage:</p> <p>Reticulated water supplies and sewerage are provided in Biggenden, Eidsvold, Gayndah, Monto and Mundubbera with Mount Perry only having a reticulated water system.</p> <p>Waste Removal Landfill Sites: Mundubbera is home to the North Burnett Landfill site. Transfer stations are located within Biggenden, Eidsvold, Gayndah, Monto and Mount Perry.</p> <p>Power: Provided and manage by Ergon Energy.</p> <p>Telecommunications:</p> <p>National and commercial radio reception. Mobile phone reception varies subject to terrain and repeater facilities</p> <p>Television: Free-to-air available in the Region</p> <p>Radio Stations:</p> <p>National & commercial reception Community/Tourist information stations</p>
<p>Hazardous Sites</p>	<ul style="list-style-type: none"> • Bulk Fuel depots • Service Stations • Swimming Pool complexes • Bulk LPG gas suppliers • Rural Farm supply outlets <p>Refer to Council hazardous site register for detail</p>

Table 2 – Community General Description

SECTION 3 – OUR OVERALL DISASTER MANAGEMENT STRATEGY

OUR REGION'S DISASTER MANAGEMENT CONTEXT

A number of defining characteristics of the North Burnett Region drive the region's disaster management arrangements and operational procedures. These are:

- The population is centred in six individual towns with surrounding smaller communities and rural properties. Each town is unique and each town is affected by different risks.
- Towns and communities are vulnerable to extended periods of physical and communication isolation during disasters.
- The region's roads are vulnerable to closure during disasters contributing to the risk of isolation and hampering the manoeuvre of resources during disasters.
- All town airports, with the exception of Gayndah are vulnerable to closure during disasters.
- All towns have Council and Emergency Services personnel living within the community who can provide information and undertake local coordination and provide community support during disasters.

The above characteristics underpin the Disaster Management Strategy for the region.

OUR DISASTER MANAGEMENT STRATEGY

The Disaster Management strategy for the North Burnett region is:

***“Centralised Management & Coordination of all agencies
supported by Disaster Support Groups in each town”.***

This strategy applies to the prevention, preparation, response and recovery elements of disaster management.

The LDMG is the region's peak decision-making body responsible for providing disaster management for the region. Town Disaster Support Groups are formed by the LDMG in each town to support them. The Chair of each Support Group is a member of the core group of the LDMG.

Disaster Support Groups comprise members of that community drawn from Council, Emergency Services (police, fire, ambulance, SES) and Community Organisations that contribute to disaster management. They assist the LDMG by:

- Providing advice and support for prevention & mitigation measures within their community,
- Preparing themselves and their community for possible disasters as directed by the LDMG,
- Providing operational information to the LDMG during disasters and undertaking Local Coordination, Community Support and Evacuation Support as required by the LDMG, and
- Providing advice and assistance to the LDMG as required during Recovery.

The strategy recognises that each town is unique and provides for local input to disaster management decisions while retaining some control over local resources and actions under the management of the Local Disaster Management Group.

The strategy acknowledges the potential for towns/communities to be isolated and unable to communicate with the outside world for extended periods during disasters. In such cases the Town Disaster Support Groups are able to make decisions and coordinate local actions and resources necessary for the preservation life and protection of property.

Centralised management and coordination will be undertaken by the LDMG who will usually convene at Gayndah during disaster operations. The Gayndah Aerodrome is considered to be a key facility for air operations to support the region. The Local Disaster Coordination Centre is located at the Gayndah Aerodrome.

SECTION 4 – LOCAL DISASTER MANAGEMENT ARRANGEMENTS

THE LOCAL DISASTER MANAGEMENT GROUP

The Local Disaster Management Group is established under the authority of the *Disaster Management Act, 2003*. It primarily comprises representatives from Council and State Government entities who work together and have the authority under the Act to commit the resources of their organisation in support of effective disaster management for the community. The LDMG establishes priorities, prepares plans, engages with the community, and coordinates disaster management across the spectrum of prevention, preparedness, response and recovery.

Sub Plan 1 – Business and Governance details the structure, purpose and governance arrangements for the LDMG.

SUPPORT GROUPS OF THE LOCAL DISASTER MANAGEMENT GROUP

Due to the risks associated with the isolation of individual towns, the LDMG has formed six town-based Disaster Support Groups who are responsible for supporting the LDMG in disaster management for their town and surrounding areas.

The Town Disaster Support Groups assist the LDMG in preparing plans for their area of responsibility, coordinating local resources under the direction of the LDMG and, in times of prolonged communications breakdown, for decision making on behalf of the LDMG for the preservation of life and protection of property.

Sub Plan 1 – Business and Governance provides additional detail on the structure, purpose and governance of the Town Disaster Support Groups.

TOWN DISASTER SUPPORT PLANS

A Disaster Support Plan for each town is to be maintained as part of this plan.

These plans outline the composition of the Support Group, and arrangements for Local coordination, Community Support and Evacuation specific to that town and surrounding area. Disaster Support Plans for each town are at Annexes F to K this plan.

DISASTER DISTRICT REPRESENTATION

The Chair of the LDMG and the Local Disaster Coordinator are appointed as the Group's representatives to the Bundaberg DDMG. They are to:

- attend meetings of the DDMG;
- assist the chairperson in the coordination of State support for disaster management in the North Burnett region, and
- commit the Council's resources, as required, in support of efforts to respond effectively to the disaster event.

ROLE AND RESPONSIBILITIES OF COUNCILLORS, NORTH BURNETT REGIONAL COUNCIL

The primary role of Councillors who are not involved in the Local Disaster Management Group is to communicate with their constituents and assist in the passage of information to/from the Group.

The Chief Executive Officer, North Burnett Regional Council will communicate to Councillors relevant information received from the Chairperson LDMG.

LEAD AND SUPPORT AGENCIES

Agencies that contribute to disaster management may be appointed as Lead Agencies for a specific threat. This means that agency has the responsibility for managing the specified threat and for developing sub plans for that threat which are to be included in this disaster management plan (as applicable).

Support Agencies contribute to this sub plan development and support Lead Agencies in responding to the event. The table below details the threat specific agencies for disaster management in North Burnett Region.

THREAT	LEAD AGENCY	SUPPORT AGENCY
Cyclone/ Storm/ Severe Weather Damage	North Burnett Regional Council	Bureau of Meteorology State Emergency Service Queensland Police Service Ergon Energy Telstra Queensland Ambulance Service Queensland Fire & Emergency Service Department of Transport & Main Roads Department of Energy and Public Works Queensland Health
Flood incl. Dam Break Flood	North Burnett Regional Council	Sunwater State Emergency Service Queensland Police Service Ergon Energy Telstra Queensland Ambulance Service Queensland Fire & Emergency Service Department of Transport & Main Roads Queensland Health Department of Resources Department of Energy and Public Works
Major Transport Accident (Road, Air & Marine)	Queensland Police Service NOTE: Civilian Air Accident – initial response QPS until CASA and Dept. Transport arrive. Defence Air Accident - QPS until defence personnel arrive.	Queensland Ambulance Service State Emergency Service Queensland Fire & Emergency Service Ergon Energy Department of Transport & Main Roads Queensland Rail North Burnett Regional Council Queensland Health Department of Agriculture and Fisheries Civil Aviation Safety Authority (CASA) Department of Environment and Science
Fire – Urban	Queensland Fire & Emergency Services	Queensland Police Service Queensland Ambulance Service State Emergency Service Ergon Energy

		North Burnett Regional Council Queensland Health
Fire – Rural	Queensland Fire & Emergency Services – Rural Operations	Queensland Police Service Queensland Ambulance Service Queensland Fire & Emergency Service (Rural) State Emergency Service Ergon Energy North Burnett Regional Council Queensland Health
Emergency Animal/Plant Disease	Department of Agriculture and Fisheries	Department of Agriculture and Fisheries Queensland Police Service North Burnett Regional Council State Emergency Service Queensland Fire & Emergency Service (Auxiliary & Rural) Department of Transport & Main Roads Ergon Energy Government Valuers Queensland Health
Hazardous Material Accident	Queensland Fire & Emergency Service (Urban & Rural)	Queensland Police Service Queensland Fire & Emergency Service North Burnett Regional Council State Emergency Service Queensland Ambulance Service Ergon Energy CHEM Unit RACE (Response Advice for Chemical Emergency) Queensland Health Department of Environment and Science Department of Transport & Main Roads Industry concerned
Communicable Disease (Pandemic)	Queensland Health	Queensland Police Service Queensland Ambulance Service State Emergency Service North Burnett Regional Council
Earthquake	North Burnett Regional Council	Sunwater State Emergency Service Queensland Police Service Ergon Energy Telstra Queensland Ambulance Service Queensland Fire & Emergency Service Department of Transport & Main Roads North Burnett Regional Council Queensland Rail Department of Energy and Public Works Queensland Health

Evacuation (withdrawal)	Queensland Police Service	North Burnett Regional Council State Emergency Service Bureau of Meteorology Queensland Ambulance Service Queensland Fire & Emergency Service Department of Transport & Main Roads Department of Energy and Public Works Department of Communities Housing and Digital Economy
Evacuation (all phases except withdrawal)	North Burnett Regional Council	Queensland Police Service State Emergency Service Bureau of Meteorology Queensland Ambulance Service Queensland Fire & Emergency Services Department of Transport & Main Roads Department of Energy and Public Works Department of Communities Housing and Digital Economy
Earthquake and Landslide	North Burnett Regional Council	State Emergency Service Queensland Police Service Ergon Energy Telstra NBN Queensland Ambulance Service Queensland Fire & Emergency Service Department of Transport & Main Roads Queensland Rail Department of Energy and Public Works Queensland Health Department of Defence (if required)
Mine Disaster	Natural Resources and Mines	Evolution Mining Relevant Mining Operators. State Emergency Service Queensland Police Service Ergon Energy Telstra Queensland Ambulance Service Queensland Fire & Emergency Service Department of Transport & Main Roads North Burnett Regional Council Department of Energy and Public Works Queensland Health
Terrorism	Queensland Police Service	North Burnett Regional Council. Queensland Ambulance Service State Emergency Service Queensland Fire & Emergency Service Ergon Energy

		Telstra Australian Defence Force
Lost Persons Bush & Mountain Search & Rescue	Queensland Police Service	North Burnett Regional Council. Queensland Ambulance Service State Emergency Service Queensland Fire & Emergency Service Queensland Parks & Wildlife Service Queensland Health

Table 1 – Lead and Support Agencies

RESPONSIBILITIES OF AGENCIES

Responsibilities of Agencies are detailed in Annex D to this plan.

HOW WE WILL ENGAGE WITH THE MEDIA

Keeping the community informed of the threat, response and recovery is a key enabler for success in disaster management. The LDMG is responsible for developing the media messages to be delivered to the community for disaster management purposes.

Further detail on engagement with the community is provided in *Sub Plan 3 – Community Disaster Education & Awareness* and *Sub Plan 4 – Public Information and Warnings*.

SECTION 5 – OUR PREVENTION & PREPAREDNESS STRATEGIES

OUR PREVENTION AND PREPAREDNESS OBJECTIVES

Our Prevention and Preparedness objectives are to:

- Ensure we identify and act on opportunities for prevention / mitigation.
- Build capacity in our Community, Council and our LDMG to effectively prepare for, respond to and recover from disasters (getting ready and getting better)

HOW WE WILL IDENTIFY AND ACT UPON OPPORTUNITIES FOR PREVENTION/ MITIGATION

Our Disaster Risk Register is the main tool we will use to identify prevention/mitigation opportunities. The LDMG will regularly review the Disaster Risk Register and act on opportunities to treat risk through prevention and mitigation effort.

The LDMG is to maintain a Disaster Mitigation Opportunities Register that collates the various disaster mitigation opportunities available as well as those mitigation actions completed, being undertaken or planned. This register is to be maintained by the North Burnett Regional Council Disaster Management Officer and is to be reviewed by the LDMG at least annually. See Annex E for a template for this Register.

GETTING READY AND GETTING BETTER

Getting ready is vital to being disaster resilient. We also need to get better at disaster management so we can be more effective. We will do these using three strategies:

- Provision of regular and ongoing Community Education and Awareness activities as directed by the LDMG in the *Annual Community Education & Awareness Plan*.
- Participation in Disaster Management Training including the conduct of Disaster exercises, and
- Effective Post Disaster Assessment processes.

Sub Plan 3 provides further detail on our Community Education and Awareness arrangements and processes.

PRIORITIES FOR COMMUNITY DISASTER EDUCATION AND AWARENESS

The key to effective community disaster education is to involve the community in identifying the best ways we can prepare for disasters. The community should be provided regular community messages about how to become disaster ready. These community messages and awareness activities should be aligned to the times of the year when we expect weather related hazards:

- Storm Season – commences in spring and goes through early summer.
- Bushfire Season – commences in August and goes through to early summer
- Cyclone Season – Similar to Storms, cyclones can occur anytime from November to April.
- Flooding – aligns with Storm and Cyclone season.
- Heatwave – can occur anytime during summer.
- Pandemic – likely to occur during autumn and winter months.

Other hazards like earthquake or dam failure resulting from earthquake can occur anytime and a general understanding by the community of these hazards is required.

The seasonal hazards described above are our priority for community education and awareness.

ANNUAL COMMUNITY DISASTER EDUCATION & AWARENESS PLAN

The LDMG will develop a *Community Disaster Education and Awareness Plan* each 12 months outlining the activities and community messaging required to increase awareness and resilience in the community for the next 12 months based on the above priorities.

The *Community Disaster Education and Awareness Plan* is to be maintained by the LDMG Secretariat and updated by the LDMG annually. A template for this plan and strategies that may be used for community education and awareness is provided at as an annex to *Sub Plan 3 – Community Disaster Education and Awareness*.

PARTICIPATION IN DISASTER MANAGEMENT TRAINING

All members of the LDMG are required to undertake specified training relevant to their function in disaster management. These training requirements are detailed in the [Queensland Disaster Management Training Framework](#) managed by Queensland Fire and Emergency Services.

Other members of the community or supporting agencies can also benefit from some disaster management training to assist in community education & awareness and preparedness. More detail on training requirements for members of the LDMG is in *Sub Plan 1 – Business and Governance Arrangements*.

The LDMG will maintain a current *Disaster Management Training Register* recording the training each LDMG member has undertaken and what training they still have to do. The Register also identifies Council staff or Community representatives that are nominated to undertake some disaster management training to help them support disaster management in the community.

The LDMG Secretariat is responsible for maintaining the *Disaster Management Training Needs Analysis Register* (Doc ID# 833440). The LDMG is to review the register annually.

The Register should be provided to QFES and the Bundaberg Disaster District on request so that the required training can be programmed.

PRACTICING OUR PLANS AND SUB PLANS

The LDMG is to undertake at least one disaster management exercise each year involving members of the LDMG and those people who will support the LDMG in providing warnings and responding to disasters.

Usually this will be in the form of a simulated disaster event that the group has to respond to. The exercise should be conducted before the start of the disaster season e.g. it should be conducted between May and Oct.

The purpose of the exercise is to practice the LDMG and supporting staff in developing and delivering effective warnings as well as making sure disaster operations can be managed and will meet community needs. The exercise makes sure everyone is familiar with the plan. Lessons from the exercise can be used to build a better plan and a stronger community.

The aim, scope and date for these annual exercises are to be set by the LDMG during their routine meetings.

From time to time, the Bundaberg Disaster District or the State may conduct a larger exercise with involvement by the North Burnett LDMG and supporting staff. Participation in a district or state level exercise meets the annual exercise requirement under this plan.

In addition, the Local Disaster Coordination Centre is to be activated to STAND UP at least once annually. This may coincide with the LDMG annual exercise or be conducted as a separate event. The purpose of the annual activation of the LDCC is to practice the activation and test the systems and processes involved in coordination as detailed in *Sub Plan 2 – Activation and Coordination*.

Town Disaster Support Groups are to be included in disaster management exercises. Town Coordination Arrangements are to be exercised concurrently with the simulated activation of the Local Disaster Coordination Centre.

LEARNING FROM EXPERIENCES

After each activation of the LDMG, or any part of this plan; or when asked to by the Local Disaster Coordinator, everyone will come together and look at what happened and how well it worked. This is so we can learn lessons from that event and improve our plan and the way we do things to make our community stronger.

After a disaster or disaster-like event we will:

- Conduct an immediate debrief of the LDMG and Disaster Coordination Centre Staff as soon as we can after the completion of response operations. Town Disaster Support Groups should also conduct immediate debriefs if activated. We do this to capture key lessons while they are still fresh in everyone's mind.
- Conduct a more detailed debrief of the lessons learnt from the event. This may be conducted some days or weeks after the event and will examine the event in more detail once agencies and Disaster Support Groups have conducted their own internal debrief/reviews.

The results of these debriefings including recommendations are to be submitted to the LDMG for their review and action as appropriate and reported to the Bundaberg Disaster District.

More detail on these processes is provided in *Sub Plan 2 – Activation and Coordination*.

SECTION 6 – OUR RESPONSE STRATEGIES

INTRODUCTION

Response is defined as the “actions taken in anticipation of, during, and immediately after an emergency to ensure that its effects are minimised, and that people affected are given immediate relief and support” (Emergency Management Australia Glossary, Manual 3).

OUR RESPONSE OBJECTIVES

When preparing for an impending hazard, or responding to an event, our Response objectives are to:

- Activate early to prepare and to plan for any response.
- Provide early warning to those who need it.
- Conduct effective operational planning.
- Coordinate disaster operations.
- Provide community support to meet community needs.
- Provide timely and relevant logistics support to disaster operations.
- Provide timely and accurate reports to those who require them.
- Manage the funds needed.
- Keep the community up to date.

During disaster operations we will focus on community safety with an emphasis on Public Information & Warnings, Evacuation and Resupply.

The strategies to meet our objectives and effectively undertake effective disaster operations are detailed in the following paragraphs.

EARLY ACTIVATION

We will activate our LDMG and our Local Disaster Coordination Centre (LDCC) early in any possible or actual disaster event so that we have time to make plans to prepare and respond.

We will activate only the resources needed to effectively deal with the size of the event. Smaller events may have less impact on the community and require fewer resources.

The Local Disaster Coordinator is responsible for activating the LDMG and all or any part of this plan to prepare for and respond to an event. To do this the Local Disaster Coordinator will consult with the Chair and the members of the LDMG and may also consult with the District Disaster Coordinator of the Bundaberg Disaster District. The Local Disaster Coordinator will decide on the scale of activation based on the size and type of event and will advise what resources are needed to ensure the response to that event is well coordinated and managed.

There are four levels of activation as detailed in Table 3.

LEVEL OF ACTIVATION	DESCRIPTION
ALERT	Something might happen and we need to be more alert. We are monitoring the event and preparing ourselves to act if we need to. The LDMG are talking to each other about the possibility that something might happen.
LEAN FORWARD	Something is definitely going to happen and we now need to get ourselves ready to take action. We are getting our LDMG together to start planning and we are setting up our coordination centre to help them.
STANDUP	Our LDMG is managing the event and our coordination centre is busy managing the disaster. We are using our local resources to respond to the event and may need to ask for further help from the Disaster District. We are helping people and/or protecting property.
STANDDOWN	We have the event under control and there is no longer a need to manage or coordinate a response.

Table 3 – Levels of Alert and what they mean

Activation procedures including suggested triggers for activation are included in Sub *Plan 2 – Activation and Coordination*.

PROVIDE TIMELY WARNINGS TO THOSE WHO NEED IT

The following warnings are typically received by Council from the Bureau of Meteorology.

- Severe weather warnings;
- Fire weather warnings;
- Cyclone Watch and Cyclone Warnings; and
- Flood warnings.

These warnings are emailed automatically to Council Staff and some members of the LDMG.

In addition, specific warnings and alerts may be received from other agencies such as:

- Bushfire Alerts and Warnings from Queensland Fire and Emergency Service
- Health warnings from Queensland Health or Queensland Ambulance Service (heatwave and pandemic)
- Warnings relating to Dam Safety from Dam Owners.

Warnings may also be received from the Disaster District or from local landowners or people within the community.

All the above warnings are received by Council and will be provided to the LDMG and the community in a variety of ways including Community Radio, Council Website/Facebook Page, Emergency Management Dashboard, telephone or SMS text message, and/or doorknocking.

Sub Plan 4 - Public Information and Warnings provides further detail on how warnings and public information will be managed before, during and after a disaster.

The LDMG does not need to be activated in order for warnings to be conveyed to the community.

A PLAN FOR HOW WE WILL OPERATE IN AN EVENT

When activated to Lean Forward or Stand Up, the LDMG will review the situation and develop the operational objectives to be achieved (what we need to do) and the strategies to be applied (how we are going to do it) for that specific event.

These are documented in an Event Operational Plan. The Event Operational Plan is the plan we develop to deal with each specific event at the time of that event. Once developed it is provided to all LDMG Members, the District Disaster Coordinator, key community leaders and all agencies that will contribute to that plan. The LDMG may update the Operational Plan at various times during the event.

The Local Disaster Coordinator is responsible for making sure we implement the Event Operational Plan to achieve the things the LDMG have directed.

Sub Plan 2 – Activation & Coordination provides additional detail on the Event Operational Plan and a suggested planning process.

COORDINATE DISASTER OPERATIONS

Coordination of disaster operations - including the managing and reporting of information about the disaster, getting the necessary resources, planning for things we have to do now and in the future and for coordinating agency tasks - will be done by a Disaster Coordination Centre established by Council and supported by relevant agencies. The Coordination Centre will implement and report on the Operational Plans developed by the LDMG.

Town Disaster Support Groups, when activated, will operate local coordination cells to assist the Regional Disaster Coordination Centre.

Further information and procedures on how we will coordinate disaster operations is contained within *Sub Plan 2 – Activation and Coordination*.

PROVIDE SUPPORT TO MEET COMMUNITY NEEDS

During disasters, some vulnerable members of the community may need additional support including: medical support, psychological support and relief services. *Sub Plan 6 – Community Support* provides guidance on how we will provide community support in times of disaster.

TIMELY AND ACCURATE OPERATIONAL REPORTING

The Local Disaster Coordinator is required to keep everyone informed of the situation and how the disaster operation is going. This will be done by providing regular Situation Reports prepared by the Local Disaster Coordination Centre and approved by the Local Disaster Coordinator.

Disaster Support Groups and LDMG agencies will also provide regular situation reports to the LDMG via the Local Disaster Coordination Centre as directed by the Local Disaster Coordinator.

Procedures for operational reporting are included in the *Sub Plan 2 - Activation and Coordination*.

TIMELY LOGISTICS SUPPORT

Resources to undertake disaster operations are to be obtained from within the North Burnett Region wherever possible.

If the required resources are not available within the region; or are unsuitable, a *Request for Assistance* will be forwarded to the Bundaberg Disaster District for their action. *Sub Plan 2 – Activation and Coordination* details the format of these requests.

Resource lists detailing suppliers within the region who may be able to provide required support within the region are to be maintained within the Local Disaster Coordination Centre by the LDMG Secretariat. Lead agencies for specific threats are to maintain detailed resource lists applicable to the disaster response they are the lead for.

Disaster Support Groups are to maintain local resource lists as part of their coordination arrangements for the supply of local resources to assist in evacuation and community support.

The regional Disaster Coordination Centre is to maintain resource lists including supplier's contact details and supply capacities for the following key categories:

- Road Transportation
- Air Transportation (including fixed and rotary wing aircraft)
- Earthmoving and heavy lift equipment
- Small equipment and tools including chainsaws, generators, pumps, etc.
- Road repair resources
- Trade services
- Communication supply and repair
- Services and supplies to support Evacuation Centres including catering, sanitation, medical supplies, bedding, etc.

All resource lists are to be reviewed and confirmed as part of the annual activation of the LDCC and Disaster Support Group Coordination arrangements.

SOUND FINANCIAL MANAGEMENT

During disasters LDMG member agencies will incur costs as part of their response. All LDMG member agencies are responsible for keeping a record of their own costs and applying to have those costs reimbursed, if eligible, through Commonwealth and State Disaster Funding arrangements. North Burnett Regional Council will track all expenditure incurred by Council relating to disaster response.

KEEPING THE COMMUNITY INFORMED

Keeping the community informed is very important. We will keep the community informed through one or more of the following:

- Use of local and regional media services (local radio/ regional ABC radio and local print media).
- Council's and Agencies Web Pages.
- Council's and Agencies Facebook and Twitter accounts.
- North Burnett Emergency Management Dashboard
- Community Organisations (schools, hospitals, community groups, etc.).
- Community Activities and Events.
- Community leaders.
- Town and Community Meetings.

The LDMG is responsible for determining the media messages required during disaster operations to keep the community informed and to advise them of the actions they must take in response to the event.

Community messaging during disaster must be accurate and consistent and all agencies should be advised of the community messages that are to be conveyed during disaster operations. Community messages will

change as the disaster event evolves and the community messages should be confirmed after each meeting of the LDMG during disaster operations.

More information on keeping the community informed is included in *Sub Plan 3 – Community Education and Awareness* and *Sub Plan 4 - Public Information and Warning*.

MEDIA MANAGEMENT

All disaster related media enquiries are to be directed to the Chairperson, LDMG, or the Local Disaster Coordinator, LDMG (in the absence of the Chairperson), and unless otherwise authorised the Chairperson LDMG is to conduct media briefings and interviews with key personnel.

All disaster related media releases are to be approved by the Chairperson LDMG or the Local Disaster Coordinator LDMG (in the absence of the Chairperson) and released to the media by the Media Officer.

Releases referring to a particular organisation's involvement are to be issued by the organisation in consultation with the Chairperson or Local Disaster Coordinator, LDMG.

All non-disaster related media enquiries are to be directed to the Mayor or Chief Executive Officer, NBRC.

COMMUNITY SUPPORT

Community Support includes the provision of a range of services to those affected by disasters and includes, provision of food/water/shelter, evacuation services, transportation assistance, financial assistance, psychological support/first aid, medical/health care, and material support in cleaning up/recovering from the event.

It is delivered by a variety of community groups and organisations including North Burnett Regional Council and by the general public.

Given the relatively high risk of isolation that may occur across the region during disasters, our Community Support strategy is to deliver and coordinate initial community support services using local community resources within the town/district. If additional community support resources are required the Town Support Groups may make a request for those services through the LDCC to the LDMG. The LDCC is to coordinate the provision of external community support resources.

Town Disaster Support Plans document the local community groups and organisations that can provide community support services in the first instance.

PRE-DEPLOYMENT OF LOCAL RESOURCES

Towns/Districts have limited resources available to support communities and disaster response operations. Due to the risk of isolation it may not be possible to easily deploy additional resources after the impact of a disaster event. The LDMG/LDCC and Town Disaster Support Groups should therefore consider the likely resources required to support the community and provide an effective response and pre-deploy those resources and assets before the impact of the event wherever possible. Such resources may include people, essential goods, fuel and specialised equipment (such as plant, aircraft, vehicles, power generators).

OUR EVACUATION STRATEGY

During Disaster Operations, the LDMG must constantly focus on the safety of the community and take steps to ensure people are removed from danger to places of safety whenever necessary. Evacuation within North Burnett will usually be undertaken at the town and surrounding district level using local knowledge and resources.

Evacuation of entire communities is unlikely to be necessary. Such large-scale evacuations will often require significant external resources and are likely to be beyond the capacity of the region. If such large-scale evacuations are required, the Bundaberg Disaster District will provide external support in the form of

resources and coordination effort. The LDMG will collaborate with the Disaster District during such large-scale events.

For most disaster events however, evacuation will be to safer places within each town and the community will need to provide the facilities and services required by evacuees.

The LDMG retains primary responsibility for evacuation but the physical implementation of it is likely to be at the town level. Town Disaster Support Groups provide local resources and coordination effort to meet local evacuation needs. Given the likelihood of isolation, each town must be prepared to undertake evacuation without direction and to coordinate local support for extended periods of perhaps several days to a week or more. Long-term support is provided during Recovery.

Mandatory evacuations – where people are required by law to evacuate when directed – can only be undertaken under a declaration of a disaster situation and the Bundaberg Disaster District Coordinator controls such evacuations.

EVACUATION STAGES

Evacuation in North Burnett is undertaken in five stages. They are:

1. Decision
2. Warning
3. Withdrawal
4. Shelter
5. Return

Each of these is discussed in further detail in *Sub Plan 5 – Evacuation and Evacuation Centre Management*.

EVACUATION – TOWN DISASTER SUPPORT PLANS

Each town Disaster Support plan will provide for evacuation arrangements appropriate to the town and surrounding district, and document local information on available facilities, resources and actions required to achieve successful evacuation and ongoing support of evacuees.

EVACUATION CENTRE MANAGEMENT

North Burnett Regional Council is responsible for providing Evacuation support including providing and coordinating suitable facilities and services required by evacuees. Other community organisations and local businesses may assist in servicing the needs of evacuees within an Evacuation Centre.

The Chair of each Town Disaster Support Group is responsible for ensuring appropriate facilities and services are provided using available community resources. Details of local community support arrangements are included in each town's Disaster Support Plan.

Sub Plan 5 – Evacuation & Evacuation Centre Management provides considerations and guidelines for the operation of an Evacuation Centre.

PROVISION OF RELIEF TO TRAVELLERS

Disaster events within North Burnett often impact on the travelling public who may find themselves stranded in a town for an extended period. Some travellers may need assistance with shelter and other services during their enforced stay. Stranded travellers who seek support should be considered evacuees and provided with support, as required, under town evacuation and community support arrangements.

PUBLIC HEALTH

Disaster events increase the health risks to the community. The LDMG is to develop and maintain an Event Public Health Plan early in the activation process. The North Burnett Regional Council Environmental Health

Staff will develop the Event Public Health Plan on behalf of the LDMG in collaboration with Qld Health. The LDMG is to endorse and monitor the Event Public Health Plan. More information on Public Health in disasters is provided in *Sub Plan 6 – Public Health*. It details how Public Health will be managed and coordinated within the North Burnett during and after disaster events.

OUR RESUPPLY STRATEGY

During periods of extended isolation, it may be necessary to provide resupply support to those affected. Resupply often entails additional transportation costs as a result of having to use costly air transport resources to achieve the resupply. Passing these additional transport costs onto consumers causes further difficulties and stress for people already suffering from the disaster event. The Queensland Government has put in place procedures and guidelines for the conduct of various types of resupply that if followed will assist in eligibility for cost recovery processes after the disaster event. The purpose is to absorb additional transportation costs so that they are not passed onto the consumer.

The most likely form of resupply in the North Burnett Region based on the likely hazards of the region is Resupply of isolated properties. If required, this form of resupply will necessitate the ordering, packaging, transportation and aerial delivery of essential goods to isolated homesteads and villages.

Our Resupply Strategy is for the LDCC to manage all resupply operations using the procedures and arrangements detailed in the Queensland Resupply Guidelines and *Sub Plan 7 – Resupply*. The North Burnett Regional Council will fund the transport component of all resupply operations for all LDC approved resupply operations and seek cost recovery after the event under Disaster Relief and Recovery arrangements. Maintenance of accurate operational and financial records are imperative for successful cost recovery.

DISASTER DECLARATIONS

Sometimes it is necessary to take action that temporarily removes people's civil liberties to help save lives or to protect property. This may include directing people to evacuate and preventing people from returning if their properties are not safe. In such cases a Declaration of a Disaster Situation is required which provides for specific powers to be applied in a disaster when they are necessary.

The North Burnett Regional Council and the Local Disaster Management Group have no authority to initiate a Declaration of a Disaster Situation. Only District Disaster Coordinators have that authority (or the Premier and the Minister for events affecting the majority of the State). The Chair of the LDMG and the Local Disaster Coordinator may request a declaration if they believe it is needed to save lives and property.

A copy of any Declaration of a Disaster Situation that includes any part of the North Burnett Region shall be provided by the Bundaberg Disaster District to the Chair of the LDMG and the Local Disaster Coordinator as soon as possible after the declaration is made. The Chair and the Local Disaster Coordinator are to make sure that the community, the LDMG and any other stakeholders are made aware of the declaration.

A declaration of a disaster situation does not provide access to disaster funding.

If powers under a Declaration of a Disaster Situation are invoked, suitable persons may need to be given the authority to exercise declared disaster powers. This process is managed by the Disaster District Coordinator.

IMPACT / DAMAGE ASSESSMENT

After an event it is vital that detailed information on the impact of the event is gathered, collated and analysed to determine the most appropriate response and recovery actions. The process of Damage Assessment requires the allocation of appropriate resources to both collecting impact data and the collation/analysis of it to assist in response and recovery planning. Impact and Damage Assessment processes and arrangements are detailed in *Sub Plan 8 – Impact Assessment*.

RESPONDING TO A BUSHFIRE

QFES is the lead agency for Bushfire management and response. QFES may seek support from the LDMG to assist them in this lead agency role. *Sub Plan 10 – Bushfire Management and Response* provides further detail bushfire management and response arrangements.

RESPONDING TO A PANDEMIC

Queensland Health is the lead agency for Pandemic Management and Response. A pandemic is a global epidemic caused by a pathogen that is easily transmitted to people and that causes high levels of mortality. Pandemics may require a disaster response to help manage the consequences of disruption to normal community services caused by high levels of absenteeism. *Sub Plan 11 - Pandemic Management and Response* details how the North Burnett will manage the consequences of a pandemic.

RESPONDING TO A DAM FAILURE

Heavy rains may cause dams to overflow and cause downstream flooding. A failure of the dam may also cause rapid downstream flooding. Dams that pose a risk to downstream communities in the event of failure are required by legislation to maintain a plan setting out management responsibilities and procedures based on possible dam failure events. These are called Dam Emergency Action Plans and are maintained by the Dam owner/operator. North Burnett Regional Councils holds copies of the following Dam Emergency Action Plans.

- Bjelke-Petersen Dam
- Boondooma Dam
- Cania Dam
- Paradise Dam
- Perry River
- Wuruma Dam.

Paradise Dam does not pose a downstream flooding risk to communities in the North Burnett Regional Council area but does pose a lesser risk of backflooding caused by large inflows to the dam. Other smaller dams in the region may pose a risk to individual landowners and are not considered further in this plan.

Warnings to affected downstream communities is the responsibility of the dam owner/operator. Council and the LDMG may assist if required.

The LDCC and LDMG should refer to specific Dam Emergency Action Plans when required. A summary of these arrangements and relevant data is provided in *Sub Plan 12 – Dam Failure*.

RESPONDING TO EMERGENCY ANIMAL & PLANT DISEASE

Biosecurity Queensland is the lead agency that coordinates the government's efforts to prevent, respond to, and recover from pests and diseases that threaten the economy and environment. Biosecurity operations in response to emergency animal and plant disease will often require local assistance. The response and support arrangements for Emergency Animal & Plant Disease are detailed in *Sub Plan 13 – Emergency and Animal Plant Disease*.

RESPONDING TO TERRORISM

The Queensland Police Service is the lead agency for terrorism related operations. *Sub Plan 14 – Terrorism* details the arrangements for terrorism response in the North Burnett.

SECTION 7 – OUR RECOVERY STRATEGY

DEFINITION OF RECOVERY

Disaster Recovery is:

“the coordinated process of supporting disaster-affected communities’ psychosocial (emotional and social) and physical well-being; reconstruction of physical infrastructure; and economic and environmental restoration (including restoring the natural environment, associated infrastructure and heritage sites and structures, and the management of pollution and contamination). Recovered is being able to lead a life that individuals and communities value living, even if it is different from the life they were living before the disaster event” (Australian Institute of Disaster Resilience [AIDR]).

COORDINATION OF RECOVERY

The provision of recovery services is both a Local and State Government responsibility with coordination of recovery planning and action being primarily at the local level. Overall responsibility for recovery at the local level lies with the Local Disaster Management Group (LDMG).

To assist the LDMG, a Local Recovery Coordinator (LRC) is usually appointed supported by Local Recovery Group (LRG).

The LRG comprises representatives from Local and State Governments as well as a range of stakeholders who contribute to recovery outcomes. Their purpose is to:

- share information,
- plan (collaboratively), and
- implement strategies /actions that assist impacted communities recover after a disaster.

The LRG usually achieves this through the formation of four sub-committees that each address one of the four elements of recovery. These sub-committees are made up of the key stakeholders that contribute to that element of recovery. They meet regularly to share information and plan / implement / monitor recovery strategies that address their particular element of recovery.

The sub-committees report to the LRG, which then coordinates the total recovery effort. This framework, depicted below, provides the leadership and management necessary to achieve effective recovery outcomes.

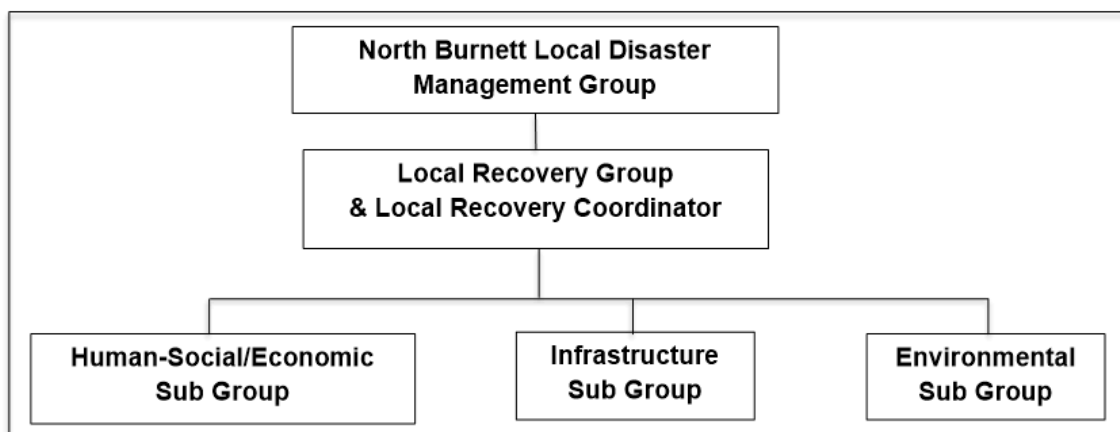


Figure 3 – North Burnett Recovery Framework

OUR RECOVERY OBJECTIVES

Our Recovery Objectives are:

- Ensure we address all parts of Recovery in a balanced way,
- Commence the Recovery effort as soon as possible,
- Engage with State and Federal agencies to ensure comprehensive support to the recovery effort,
- Develop plans for Recovery based on the assessment of need, and
- Effectively monitor and manage the recovery progress.

We will achieve the above objectives by:

- Appointing a Local Recovery Coordinator to coordinate the local recovery effort.
- Activating our Recovery Framework (see above) early during the disaster response phase.
- Engaging with the community to determine their Recovery Needs.
- Developing and implementing comprehensive and coordinated Recovery Action Plans for all elements of Recovery.
- Regularly convening Subgroups and the Local Recovery Group to monitor progress and manage the recovery effort.

LOCAL RECOVERY COORDINATOR

The Council's General Manager Corporate and Community is appointed the Local Recovery Coordinator. The functions of the Local Recovery Coordinator are detailed in *Sub Plan 9 - Recovery*. The Local Recovery Coordinator will activate Recovery arrangements as set out in *Sub Plan 2 – Activation and Coordination*.

LOCAL RECOVERY GROUP

A Local Recovery Group will be established to manage the recovery effort. It will be made up of selected members of the LDMG plus agreed representatives from State and Federal agencies (as required). The specialised work of each of these agencies will align to the four pillars of recovery: economic, human-social, infrastructure and the environment. The role and functions of the Local Recovery Group is detailed in *Sub Plan 9 – Recovery*.

RECOVERY NEEDS ASSESSMENT

Delivering effective recovery requires an understanding of the community's needs. People may have needs across each of the four pillars of recovery. The primary focus of the Local Recovery Group upon activation is to undertake an analysis of community recovery needs and to document them.

EVENT RECOVERY PLAN

Once the community needs are identified, the Local Recovery Group must plan to meet those needs and will develop an event specific Recovery Plan detailing how this will be done. This plan details tasks to be undertaken and by whom, resources required and how they will be managed; and the timeframes when things need to be done by. The Local Recovery Group then implements that plan. Sub Groups contribute component parts of the plan relevant to their particular focus. Further detail on the planning process is provided in *Sub Plan 9 – Recovery*.

MONITORING AND REPORTING

The Local Recovery Group and Sub Groups should meet regularly during Recovery operations to ensure Plans remain relevant and to monitor progress. The Local Recovery Group will document these meetings and provide reports to the Bundaberg Disaster District and other agencies as required.

TRANSITION TO RECOVERY

Immediate / short term recovery commences concurrently with Disaster Operations. At some point however there needs to be a transition to medium and long term recovery where the management responsibility and structure changes to best suit the needs of recovery. This transition Disaster Operations to Medium/Long Term Recovery is a judgement made by the Local Disaster Coordinator/Local Recovery Coordinator based on advice received from members of the LDMG and the Local Recovery Group. It is usually undertaken as disaster operations are winding down.

Usually disaster operations are over when most of the following are true:

- Response agency operations are nearing completion and there is no longer a need to coordinate agencies or response related information.
- The community is largely safe from hazards enabling reconstruction and recovery to begin.
- Utilities are largely restored.
- Access routes to the community are open.
- The majority of displaced persons can return safely to their homes.

Transition from disaster operations to disaster recovery is signalled when the LDMG and the Coordination Centre are stood down and the Local Recovery Coordinator and the Local Recovery Group is activated to Stand Up.

RECOVERY SUB PLAN

Further detail on how Recovery is undertaken in the North Burnett along with guidance on each of the four pillars of Recovery is provided in *Sub Plan 9 – Recovery*.

BLAZE AID

BlazeAid is a volunteer, not-for-profit organisation that works with families and individuals in regional Australia after natural disasters such as fires, floods, cyclones and drought. Working alongside the rural families, BlazeAid volunteers help to provide relief to local communities, helping to rebuild fences and other structures that have been damaged or destroyed.

They often continue for many months helping to rebuild rural communities. BlazeAid can help greatly in rural areas restoring fencing and providing practical assistance to rural families whose properties are disaster affected. BlazeAid has provided assistance in the recovery from recent disasters with Basecamps established in Mundubbera and Monto.

Recovery planners should consider whether involvement of BlazeAid is necessary. *Annex L – BlazeAid* provides detailed information on the organisation and how they work as well as the considerations to be undertaken when deciding to seek their support.

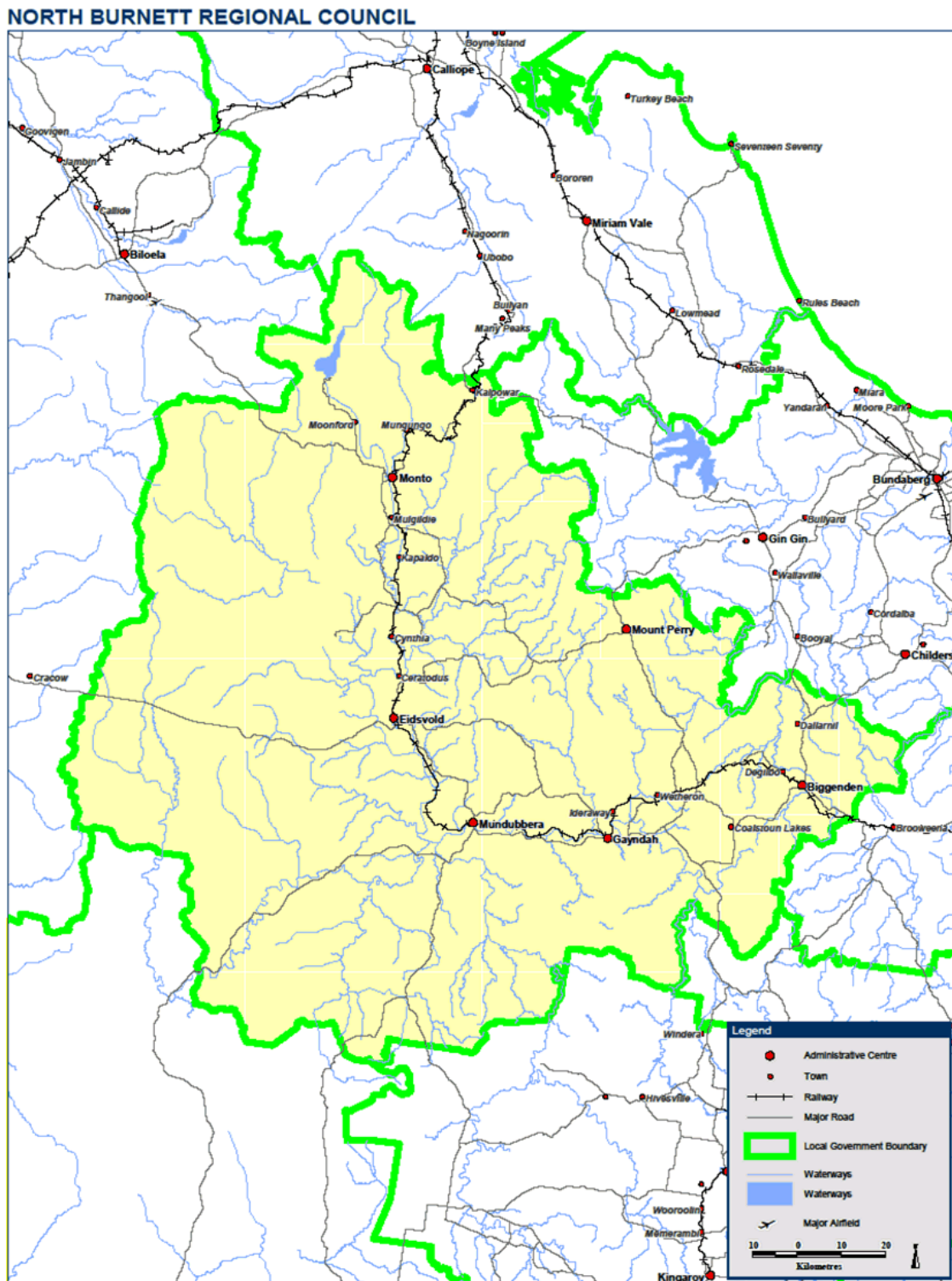
CONCLUSION

This Disaster Management Plan outlines how we will Prevent, Prepare for, Respond to and Recover from disasters affecting the North Burnett Region. The Plan is a dynamic document that is constantly reviewed and updated. This Plan should be read in conjunction with the companion North Burnett Disaster Operating Manual that contains various sub plans. This Plan and the sub plans contained in the companion Manual are available on the Council's website (less privacy related annexures). Copies can be obtained from the North Burnett Regional Council.

ANNEXES TO THE PLAN

- A. Map of North Burnett Region
- B. Glossary of Terms and Abbreviations
- C. North Burnett Region Risk Assessment and Risk Treatments
- D. Agency Responsibilities
- E. Disaster Mitigation Opportunities Register
- F. Biggenden – Disaster Support Plan
- G. Eidsvold – Disaster Support Plan
- H. Gayndah – Disaster Support Plan
- I. Monto – Disaster Support Plan
- J. Mount Perry – Disaster Support Plan
- K. Mundubbera – Disaster Support Plan
- L. BlazeAid

ANNEX A – MAP OF NORTH BURNETT REGION



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ANNEX B – GLOSSARY OF TERMS AND ABBREVIATIONS

TERM OR ABBREVIATION	MEANING
AIIMS	Australasian Inter-service Incident Management System
All Hazards Approach	The all-hazards approach recognises that although counter measures will often vary with specific hazards, it is desirable to establish a single set of management arrangements capable of encompassing all hazards.
AUSVETPAN	Australian Veterinary Emergency Plan - A prescribed set of nationally derived plans for certain mammalian, and bee diseases outlining facets of the disease and disease control.
Average Recurrence Interval (ARI)	The average period expressed in years between the occurrence or exceedance of a flood of given size
North Burnett Regional Local Disaster Management Group	A Group appointed in accordance with Sections 29 and 33 of the <i>Disaster Management Act 2003</i> and known as the North Burnett Local Disaster Management Group (NBLDMG). The functions of the Group are spelt out in Section 30 of the <i>Act</i> .
CEO	Chief Executive Officer of a Local Government
Chairperson	The Chairperson of the "Local Group". The nominee of the Local Government.
Co-ordination Centre	A centre established at State, District Disaster or Local level as a centre of communication and co-ordination during disaster response and recovery operations. At the local level is known as the Local Disaster Coordination Centre (LDCC)
Consequences	The outcome of an event or situation expressed qualitatively or quantitatively, being a loss, injury, disadvantage, or gain.
Chief Veterinary officer (CVO)	Chief veterinary officer, who has responsibility for animal disease control in Queensland.

Disaster	A disaster is a serious disruption in a community, caused by the impact of an event that requires a significant coordinated response by the State and other entities to help the community recover from the disruption.
District Disaster Co-ordinator (DDC)	A District Disaster Coordinator appointed under Section 25(1) (a) of the <i>Disaster Management Act, 2003</i> .
Disaster Management (DM)	Disaster management means arrangements about managing the potential adverse effects of an event, including, for example, arrangements for mitigating, preventing, preparing for, responding to and recovery from a disaster.
District Disaster Management Group (DDMG)	A group formed in accordance with Section 22 of the <i>Disaster Management Act 2003</i> , with functions as defined in Section 23 of the <i>Act</i> and a membership as defined in Section 24 of the <i>Act</i> , and known as the Bundaberg District Disaster Management Group (BDDMG)
Disaster Operations	Disaster operations means activities undertaken before, during or after an event happens to help reduce loss of human life, illness or injury to humans, property loss or damage, or damage to the environment, including, for example, activities to mitigate the adverse effects of the event.
Disaster Response Capability	Disaster response capability for a local government, means the ability to provide equipment and a suitable number of persons, using the resources available to the local government, to effectively deal with, or help another entity to deal with, an emergency situation or a disaster in the local government's area.
DRFA	Disaster Recovery Funding Arrangements
Emergency Animal Disease	An animal disease that does occurs infrequently within Australia that can or does initiate an emergency response to contain/control the disease.

EMA	Emergency Management Australia
Epidemic	An outbreak of a contagious disease that spreads rapidly and widely.
Event	<p>An event means any of the following:</p> <ul style="list-style-type: none"> (a) cyclone, earthquake, flood, storm tide, tornado, tsunami, volcanic eruption or other natural happening. (b) an explosion or fire, a chemical, fuel or oil spill, or gas leak. (c) an infestation, plague or epidemic, e.g., example of epidemic – a prevalence of foot-and mouth disease. (d) a failure of, or disruption to, an essential service or infrastructure. (e) an attack against the State. (f) another event similar to an event mentioned in paragraph (a) to (e). <p>An event may be natural or caused by human acts or omissions.</p>
Exotic Animal Disease	Animal disease that is exotic to Australia – that is, it does not occur normally in Australia. Note that most exotic animal diseases are emergency animal diseases, but not necessarily visa versa.
Fomites	Any object or substance that has been used by an infected person and serves to transfer the infection to others.
Hazard/Threat	A source of potential harm or a situation with a potential to cause loss.
IC	Incident Controller
IMT	Incident Management Team
LDMG	Local Disaster Management Group
Lead Agency	The agency or organisation in control of a specific threat when the plan is implemented – the lead (or primary) response agency.
Local Controller	A person appointed by the Chief Executive of the State Emergency Service and nominated by the Local Government for whose area the State Emergency Service Unit performs State Emergency Service functions.

Forward Disease Control Centre (FDCC)	A field centre set up in a regional town, near the outbreak site, from which all operations in the associated restricted area are controlled when responding to an Emergency Animal Disease emergency.
Local Disaster Management Plan	A plan prepared by the local government in accordance with Sections 57 to 60, inclusive, of the <i>Disaster Management Act, 2003</i> . Known as the North Burnett Regional Council Local Disaster Management Plan.
Mitigation	Measures taken in advance of a disaster aimed at decreasing or eliminating its impact on society and the environment.
NDRRA	Natural Disaster Relief and Recovery Arrangements
NGO	Non-Government Agency
Pandemic	An epidemic over an especially wide geographical area.
PPRR	Prevention, Preparedness, Response and Recovery
QAS	Queensland Ambulance Service
QFES	Queensland Fire & Emergency Service (includes Urban, Auxiliary and Rural Fire Brigades)
QPS	Queensland Police Service
QLDVETPLAN	The Queensland Emergency Animal Disease threat specific operational plan of the State Disaster Management Plan.
QDMC	Queensland Disaster Management Committee
Risk	The chance of something happening that may have an impact on the safety and wellbeing of your community. It includes risk as an opportunity as well as a threat and is measured in terms of consequences and likelihood.
SDCC	State Disaster Co-ordination Centre

State Disease Control Headquarters (SDCHQ)	The office from which all state emergency disease control actions in Queensland are coordinated and in which all significant decisions are taken or confirmed in responding to an Emergency Animal Disease emergency.
State Emergency Service Unit	A Unit established in the Local Government area with the following functions: (a) to perform rescue or similar operations in an emergency; (b) to perform search operations in an emergency or similar situation; (c) to perform other operations in an emergency situation to: (i) help injured persons; or (ii) protect person or property from danger or potential danger associated with the emergency; (d) to perform other activities to help communities prepare for, respond to and recover from an event or a disaster.
Serious Disruption	Serious disruption means: (a) loss of human life, or illness or injury to humans; or (b) widespread or severe property loss or damage; or (c) widespread or severe damage to the environment.
SITREP	Situation Report
SMEAC	Situation, Mission, Execution, Administration and Control
SOP	Standard Operating Procedure/s
Support Agency	The agency or organisations, which support the lead agency when the local disaster management plan is implemented.
Terrorist Act	A terrorist act is an act or threat, intended to advance a political, ideological or religious cause by coercing or intimidating an Australian or foreign government or the public, by causing serious harm to people or property, creating a serious risk of health and safety to the public, disrupting trade, critical infrastructure or electronic systems. (<i>Commonwealth Criminal Code Act 1995</i>) An act of this nature could include civil disturbance/riot, terrorist attack, bombs or explosive devices, arson, sabotage of essential services, shooting massacre, chemical, biological and radiological incidents, kidnapping, scare tactics, firearms or weapons hijack and information technology including the use of viruses to disrupt critical technology systems.

ANNEX C – RISK REGISTER

Held as an Excel Spreadsheet within Councils Electronic Document Management System (Doc ID# 755748). The Risk Register can be made available on request as a PDF document. The custodian is the Council’s Disaster Management Officer.

ANNEX D – AGENCY RESPONSIBILITIES

The following general responsibilities for each Agency are to be regarded as indicative only:

AGENCY	ROLES AND RESPONSIBILITIES
<p>North Burnett Regional Council</p>	<p>Establishment of the Local Disaster Coordination Centre (LDCC). Public warning and advice. Collection and interpretation of meteorological warnings and data. Preservation of public health and hygiene precautions. Protection and maintenance and restoration of water and sewerage services. Assessment and control of chemical pollution of water supply. Maintenance of drainage systems. Assessment and safety of damage buildings. Sign posting, barricading and road maintenance. Clearance of debris. At an airport incident, restrict movement of unauthorised persons until arrival of Police. At the conclusion of the emergency, advise Civil Aviation Authority. Assist in the clean up of private dwellings. Assistance in animal control. Provision of animal records. Provision of other manpower and equipment as necessary. Supply of water tenders. Provision of communication system. Closure of roads as required. Maintain an SES unit in accordance with the Act.</p>
<p>Queensland Police Service</p>	<p>Control of incident/impact site/s. Control of essential traffic routes. Control of evacuation. Assist QFES to Co-ordinate rescue of trapped/stranded persons. Security of specific areas. Roadblocks and diversions. Control of disaster victim identification and emergency mortuary facilities where required. Tracing of persons. Augmenting emergency communications. Investigations of offences. Assistance with stock destruction. Control of crime threatened site. Criminal investigations Mass Incident Response Unit Special Emergency Response Team; Negotiators;</p>

AGENCY	ROLES AND RESPONSIBILITIES
	<p>Public safety Response Team; Explosive ordnance Response Team; Dog Squad; State Crime Operations Command; Security Intelligence Branch Coordinate & control of search operations. Stock control movement. Assistance, on request, with stock and infected material tracing</p>
<p>Queensland Fire & Emergency Services</p>	<p>Safety of persons in relation to fire prevention, fighting and recovery. Control of fire in designated fire zone. Control and clean up of hazardous materials, spillage/release (negotiable with local EHO). Extrication of trapped persons. Advice and directions on public safety/evacuation from fire/hazardous materials danger zone. Assistance in the provision of clean up facilities particularly pumping and hose down (negotiable with ESC). Advice on carcass burning conditions. Provision of spraying and protective equipment (decontamination). Provision of specialist manpower and equipment. Provision of AIIMS trained teams; Road Crash Rescue supported by SES Provision of advice and assistance to all agencies within Queensland Disaster Management Arrangements Provision of disaster management training to agencies or key stakeholders</p>
<p>Queensland Fire & Emergency Service (Rural Operations)</p>	<p>Administration & direction on public safety, evacuation, wildfire. Control of fire in designated fire zone. Safety of persons in relation to fire prevention, fighting and recovery. Provision of specialist manpower and equipment. Any other situation where QFES requires assistance; Provision of AIIMS trained teams;</p>
<p>Department of Agriculture and Fisheries</p>	<p>Co-ordination of resources in emergency animal or plant disease outbreaks. Detection of source of infection. Slaughter and disposal of animals and infective agents. Evaluation and compensation. Control of movement of animals, animal products, vehicles. Disinfection/disinfestation of contamination. Public advice and information. Control of specific enterprises.</p>

AGENCY	ROLES AND RESPONSIBILITIES
Bureau of Meteorology	Flood warning authority Severe weather warnings
Queensland Health	Command, control and co-ordination of medical resources Epidemiological investigation of diseases, contacts and carriers Public Health advice and warnings Psychological and counselling services Medical and health care for disabled persons
State Emergency Service	Agency support to Emergency Response Organisations (communications, welfare, lighting, food handling, air observer and resupply) Community Education Flood boat Operations Road Crash Rescue Search (urban, rural, forensic & evacuation) Storm response (working at heights, temporary roof repairs, chainsaw operations, debris cleanup & sand bagging) Traffic Management (traffic control, road closure/diversions at incident site)
Queensland Ambulance Service	Initial treatment and transport of casualties. Initial triage of casualties.
Ergon Energy	Control of electrical hazards. Restoration of power.
Telstra	Emergency telecommunications. Restoration of Telstra facilities.
Department of Transport & Main Roads	Assistance in tracing of animal and livestock products being transported. Halting, off loading and disinfecting of transportation vehicles is required. Advice on vehicle detour routes. Provision of heavy earthmoving equipment and manpower. Clearance of debris, blocked drains and erection of barricades
Queensland Health	Provision of Site Medical Officer or Site medical Teams as required. On-site field triage of casualties. On-site emergency treatment. In hospital care of persons

AGENCY	ROLES AND RESPONSIBILITIES
Queensland Parks & Wildlife Service	Provision of manpower and equipment.
Government Undertaker or agent	Removal of deceased persons.
Department of Natural Resources and Mines	
Department of Energy Public Works	Provision of engineering and logistical requirements to damaged areas Provision of supplementary accommodation in schools or evacuation centres
Department of Defence	<p>Defence Aid to the Civil Community (DACC) provisions – The provision of defence resources for the performance of tasks, which are primarily the responsibility of the civil community.</p> <p>Defence resources include personnel, equipment, stores, supplies and facilities, and expenditure from defence outlay on administration, personnel support, equipment operation, repair and maintenance.</p> <p>Defence assistance to the civil community may be made available in situations where the State/Territory authorities are unable to react with sufficient speed or lack the necessary resources.</p> <p>A Local Commander/Administrator may authorise the provision of emergency assistance for a specific task(s), from within his own resources, in localised emergency situations when immediate action is necessary to save human life, alleviate suffering, prevent extensive loss of animal life or prevent widespread loss/damage to property.</p> <p>Provision of emergency assistance that does not comply with the requirements detailed above requires Ministerial and other clearances before assistance can be made available.</p>

ANNEX E – TEMPLATE – DISASTER MITIGATION OPPORTUNITIES REGISTER

This register is to be maintained by the Disaster Management Officer, North Burnett Regional Council on behalf of the LDMG. It is to be used to document and manage disaster mitigation opportunities. Agencies are encouraged to contribute to the register. It is to be reviewed annually by the LDMG.

MITIGATION OPPORTUNITY DESCRIPTION	ACTION REQUIRED BY AGENCY	TIMEFRAME	REMARKS

ANNEX F – DISASTER SUPPORT PLAN – BIGGENDEN

Maintained Separately

ANNEX G – DISASTER SUPPORT PLAN – EIDSVOLD

Maintained Separately

ANNEX H – DISASTER SUPPORT PLAN – GAYNDAH

Maintained Separately

ANNEX I – DISASTER SUPPORT PLAN – MONTO

Maintained Separately

ANNEX J – DISASTER SUPPORT PLAN – MOUNT PERRY

Maintained Separately

ANNEX K – DISASTER SUPPORT PLAN – MUNDUBBERA

Maintained Separately

ANNEX L – BLAZE Aid

INTRODUCTION

BlazeAid is a volunteer, not-for-profit organisation that works with families and individuals in regional Australia after natural disasters such as fires, floods, cyclones and drought. Working alongside the rural families, BlazeAid volunteers help to provide relief to local communities, helping to rebuild fences and other structures that have been damaged or destroyed. They often continue for many months helping to rebuild rural communities.

Volunteer organisations like BlazeAid can bring many positive benefits to rural communities after a disaster event. They can contribute to outcomes in all aspects of recovery by lifting spirits, rebuilding infrastructure, boosting the economy and helping the environment.

Since their inception in 2009 after the Black Saturday tragedy, BlazeAid has run 35 basecamps across six states of Australia and has significant experience in working with volunteers and communities after disasters.

Recovery planners should consider requesting such organisations to contribute to their recovery effort.

OBJECTIVES OF THIS ANNEX

The objectives of this annex are to:

1. Describe how BlazeAid works,
2. Identify possible basecamp locations and catering support arrangements, and
3. outline the coordination between BlazeAid and the North Burnett disaster management arrangements.

HOW BLAZE Aid WORKS - CONCEPT

BlazeAid works with families and individuals who are in genuine need of volunteer assistance. This includes those affected who are not insured or are under-insured for the cost of rebuilding their fences, or where their personal, physical or financial circumstances are such that they are in genuine need of BlazeAid's assistance.

BlazeAid is a volunteer-based organization. They assist rural families and individuals to help clear, repair or replace fences that have been lost as a result of natural disasters such as bushfires, floods or cyclones. Where there is enough need in a community, they establish a basecamp (in conjunction with local councils and/or community groups) where volunteers live in their caravans, motorhomes, etc, or in other suitable accommodation.

Fully insured BlazeAid volunteers work alongside people in genuine need of assistance.

A BlazeAid base camp is typically in place for many months with volunteers cycling through to provide whatever support they are able. Volunteers may stay at a base camp for days, weeks or even months at a time.

It's a very big undertaking for BlazeAid to establish a basecamp in a community after a natural disaster. In order to set up a basecamp, there needs to be a significant distance of fencing to be rebuilt, and enough affected individuals and families who are willing to work with the volunteers (usually 20 or more properties, or fewer properties with large distances).

Generally, there needs to be enough clearing and fencing work to sustain volunteers for at least two months for the establishment of a basecamp to be viable. Many BlazeAid basecamps have run for 4 – 8 months, depending on the extent of the damage. Once a basecamp is closed no further assistance to local property owners can be provided.

BlazeAid does not approach a Council to establish a basecamp. It's up to the Local Disaster Management Group to determine the need after a natural disaster. It is incumbent on the LDMG to contact BlazeAid if basecamp is considered necessary and viable.

Once BlazeAid has been requested to provide assistance, chats with local families to get an indication of the level of need in the area.

To be successful, BlazeAid needs:

- a. engagement with the community to assist in coordinating volunteer effort
- b. Community support for the base camp and for the resources necessary to operate the base camp e.g. facilities, catering.
- c. LDMG support including direct support from the Council.

RESOURCING STRATEGY

BlazeAid volunteers work from a basecamp and are considered self-sufficient for basic sleeping accommodation. BlazeAid needs to be able to provide volunteers with somewhere to park caravans, motorhomes, set up tents, etc, for anything from 6 weeks to up to 8 months. BlazeAid also needs cooking facilities, a dining/meeting area, toilets and hot showers (these can be portable units).

BlazeAid undertakes coordination of the basecamp through the appointment of a local volunteer as the Base Camp Coordinator. Base camp coordinators are responsible for coordinating the operation of the base camp and the program of volunteer support.

Volunteers are provided with all meals. BlazeAid requests that local community/sporting/service/church/social groups, etc become involved where possible to help with catering of the evening meal (BlazeAid can reimburse the cost of the catering). This usually works best on a fortnightly roster basis.

Where possible, BlazeAid asks the property owner to provide morning tea and lunch. However, if this is an issue, they send snacks and lunches with the volunteers.

Each morning, Blaze Aid conducts a Morning Muster, where volunteers meet for any updates and for a Safety Talk. BlazeAid volunteers are covered by Volunteer Insurance, and BlazeAid has Public Liability Insurance. We provide volunteers with PPE, including safety glasses, gloves, fluoro vests, ear plugs, and helmets, earmuffs & safety chaps when chain-sawing.

BlazeAid volunteers go out in teams to work with property owners. Volunteers are not permitted to work alone.

Volunteer teams go out seven days a week. Depending on travelling time, they usually arrive at the property at approx. 8.00 am – 8.30 am, and generally finish between 2.00 pm – 4.30 pm.

On days of high temperatures, teams usually start earlier and finish earlier, to avoid the worst of the day's heat.

Generally, BlazeAid is able to provide fencing materials. However, BlazeAid does provide the tools and equipment for volunteers to do fencing.

WHAT BLAZE AID NEEDS FROM THE COMMUNITY AND COUNCIL

1. **A basecamp location.** In the past BlazeAid have used community centres, footy/cricket clubs, camps, showgrounds, etc. It is preferable that these are provided at no cost or minimal cost. BlazeAid can pay the “spike” in the cost of power, water, etc. Base camp localities should provide the following:
 - a. A long term camping/motorhome facility. BlazeAid require somewhere for volunteers to stay long-term in their caravans and motorhomes, preferably with some power available (this can be generators running for set hours of the day).
 - b. Ideally, BlazeAid also seeks to have a separate area nearby where they can set up basic accommodation for volunteers who don't have their own caravan, tent, etc.
 - c. Water, toilets and hot showers are also required for volunteers (these can be portable units).
 - d. An area that can be used as dining area, daily meeting area and socialising area for the volunteers, and for an office to be set up.
 - e. A secure area for tools and equipment (a locked room, shipping container or similar.)
2. **Catering assistance.** Wherever possible, BlazeAid seeks to have local community groups help with the catering of a two course (mains and dessert) evening meal. Usually this is on a roster-basis. In smaller communities, BlazeAid can combine self-catering with the community group catering. A kitchen with an oven, hotplates, sink, fridges, freezers, etc is required. It's not uncommon to feed anywhere from 20 – 70 volunteers per night. Community groups will need to be able to commit for 2 – 6 months or more, depending on the duration of the basecamp.
3. **Financial assistance.** BlazeAid asks the local council and/or local community groups to provide \$5,000 per basecamp. This is used to fund part of the cost of the evening meals, and any basecamp costs (eg gas, power, etc.) BlazeAid usually pays for the spike in electricity, costs, etc, for the time we're using the facilities. Where the disaster has affected properties across more than one Council/Shire, we ask for one payment of \$5,000 for the basecamp (ie not \$5,000 from each Council/Shire). This payment may be met or offset by funding through Natural Disaster Relief and Recovery Arrangements (if activated). BlazeAid will cover all other costs after this initial amount, irrespective of the duration of the basecamp.
4. **Media support.** BlazeAid seeks local media support to raise awareness of the volunteer work undertaken including encouraging local families to register with BlazeAid for assistance, and encouraging people to volunteer with them.

ESTABLISHING A BASECAMP

If the above requirements can be met the first step in establishing a base camp is to contact BlazeAid to discuss the next steps. These will usually involve:

1. BlazeAid engaging with local families to help assess the need.
2. A community meeting may be called to inform the community and enlist their support.
3. Council identifying suitable facilities and resources necessary to operate a basecamp.
4. Arrangements for catering support through the local community.
5. Identification and appointment of a Basecamp Coordinator. BlazeAid provides mentoring and support to basecamp coordinators to assist them in establishing and operating a successful basecamp.
6. Undertaking community awareness programs to attract volunteers and community support.

COORDINATING ARRANGEMENTS

BlazeAid will primarily coordinate itself through the Basecamp Coordinator. This usually includes the operation of the base camp and coordination of the volunteer effort to property owners. The Town Disaster Support Group and LDMG provide support to BlazeAid through the BlazeAid Coordinator as required specifically in relation to facilities and community support.

POSSIBLE BLAZE AID BASE CAMP LOCATIONS

TOWN	LOCATION	FACILITY OWNER (CONTACT DETAILS)	REMARKS (SERVICES, CAPACITY, ETC.)
Biggenden			
Gayndah			
Mundubbera			
Monto			
Eidsvold			
Mt Perry			

COMMUNITY CATERING ORGANISATIONS

TOWN	LOCAL COMMUNITY CATERING PROVIDERS	CONTACT DETAILS	REMARKS (CAPACITY, ETC.)
Biggenden			
Gayndah			
Mundubbera			
Monto			
Eidsvold			
Mt Perry			

CONTACTING BLAZE AID

BlazeAid does not have an office location.

CONTACTS	
Website	http://www.blazeaid.com
Facebook	www.facebook.com/Blazeaid

NORTH BURNETT DISASTER OPERATING MANUAL (SUB PLANS 1-14)

The North Burnett Disaster Operating Manual comprises numerous Sub Plans, which expand on matters addressed in the main plan. It is maintained separately as a collection of individual sub plans. Current Sub Plans and their status is as follows:

SUB PLAN NUMBER	SUB PLAN SUBJECT	STATUS
1	Business & Governance	Complete as at 28 February 2019
2	Activation & Coordination	Complete as at 25 Feb 2016
3	Community Disaster Education & Awareness	Complete as at 25 Feb 2016
4	Public Information and Warnings	Complete as at 25 Feb 2016
5	Evacuation & Evacuation Centre Management	Complete as at 25 Feb 2016
6	Public Health	Complete as at 25 Feb 2016
7	Resupply	Complete as at 25 Feb 2016
8	Impact Assessment	Complete as at 25 Feb 2016
9	Recovery	Complete as at 25 Feb 2016
10	Bushfire Management & Response	To be developed with Queensland Fire and Emergency Services
11	Pandemic Management & Response	Complete as at 5 November 2020
12	Dam Failure	Complete as at 29 June 2023
13	Emergency Animal and Plant Disease	To be developed with Department Agriculture and Fisheries

9.3 DISASTER MANAGEMENT SOFTWARE

Doc Id: 1168164

Author: Vicki Callanan, Disaster Management Officer

Authoriser: Margot Stork, Chief Executive Officer

Attachments: Nil

EXECUTIVE SUMMARY

North Burnett Regional Council (Council) received funding to enhance our flood intelligence tools (software) under various disaster recovery funding programs. This software will assist Council, the Local Disaster Management Group (LDMG) and the community in better preparing for and responding to flood events.

Although funding covers the establishment costs, the ongoing licensing and maintenance costs for these software programs must be covered by Council. This report seeks Council's acceptance of ongoing maintenance costs before proceeding with procurement for the three (3) software packages.

CORPORATE PLAN

OUR VISION: A prosperous future for generations built on a solid foundation of customer focused, efficient and effective service delivery.

OUR PRIORITY AREAS:

1. *Essential Service Delivery – Getting the basics right*

OFFICERS RECOMMENDATION

That Council agree to the ongoing annual licensing and maintenance costs of the Flood Warning Intelligence System, Emergency Management Dashboard Upgrade and Property Level Flood Information Portal.

REPORT

Council received funding under the Flood Risk Management Program (FRMP), Local Recovery and Resilience Grant (LRRG) and Resilient Homes Fund (RHF) for the upfront development costs for the following three (3) projects:

1. Flood Warning Intelligence System
2. Emergency Management Dashboard Upgrade
3. Property Level Flood Information Portal

Funding covers the cost to purchase these software packages. However, the ongoing licensing and maintenance costs for these programs must be covered by Council.

Other Local Governments within the Wide Bay with a high flood risk do not have flood intelligence systems. However, multiple Councils are investigating options as these Councils currently rely on departments within Council (drainage and flood engineers) to provide predictive modelling using software utilised by these departments.

Cost Per Rate Assessment

Licensing and maintenance fees will be an additional \$18,200 per annum. Council has 6800 ratable properties paying the Local Disaster Management Levy. This equates to \$2.67 per annum per rate assessment.

Additional Funding

The Queensland Reconstruction Authority (QRA) may be able to provide additional funding to cover the first year of licensing and maintenance. However, formal application and approval is required.

Council has received funding for seven (7) projects under the Flood Risk Management Program. Request for additional funding may be better reserved for projects which require additional consultative resources. For example, additional funding towards community engagement when developing the Community Flood Action Plans.

Project Alignment with Documented Outcomes

The following three (3) proposed projects will achieve compliance with the following outcomes:

1. Emergency Management Dashboard Upgrade		
Document	Statement	Comment
North Burnett 2021-22 Rainfall and Flooding Events Local Recovery and Resilience Plan	Implement improved methods for collecting impact assessment within the community to better inform funding opportunities and provide support in future events.	Upgrade will allow additional features such as dynamic forms for community to advise of impact which will filter back into Guardian. Additional Opt-In features.
State Recovery and Resilience Plan 2021-22 Southern Queensland Floods – Recovery and resilience priorities for Burnett and Fitzroy region	<i>Human and Social Line of Recovery</i> – “investigate alternative ways of collecting impact assessment data when damage is located within a vast landscape” (p41).	Upgrade will allow additional features such as dynamic forms for community to advise of impact which will filter back into Guardian. Additional Opt-In features.
	<i>Economic line of recovery</i> – “build business and industry resilience to ensure business and industry continuity” (p41).	Upgrade will enable more features to be activated for “disaster proof your business” resources being developed through Get Ready and Community Recovery and Resilience Officer programs.
	<i>Economic line of Recovery</i> - Update overland flow and general flood mapping and make available (p41).	This will be achieved by a combination of projects. The Burnett Catchment Flood Study, Intensity Frequency and Duration Data collection, Flood Warning Intelligence System and Emergency Management Dashboard Upgrade.
	<i>Human and Social Line of Recovery – Information Sharing (p29)</i> - Ensure the community has access to coordinated, accurate and up-to-date information about the event, support services and recovery status, tailored to audience.	
	<i>Economic line of recovery – impact assessment (p29)</i> - Identify business and industry impacts and issues.	Upgrade will allow additional features such as dynamic forms for community to advise of impact which will filter back into Guardian. Additional Opt-In features.

1. Emergency Management Dashboard Upgrade		
Document	Statement	Comment
Burnett Regional Resilience Strategy	<i>We understand the potential disaster risk we face (p41) - enhancing context for data and warnings by communication information simply and visually.</i>	Will provide additional features enabling us to better communicate flood information
	<i>We work together to better manage disaster risk (p41) – ensuring business continuity planning becomes business as usual across the region.</i>	Update to content management will allow 'disaster proof your business' resources to be shared with businesses, including disaster business continuity resources.
Inspector-General of Emergency Management – South East Queensland Rainfall and Flooding February to March 2022 Review	Recommendation 13 The Inspector-General of Emergency Management recommends all local governments that offer an opt-in system develop strategies to increase the number of subscribers who elect to use this service. As part of the annual disaster management plan assessment process for the period 2023–2025, the Office of the Inspector-General of Emergency Management will request information from the relevant local disaster management groups to highlight and share innovative practices that have led to an increase in subscription levels for opt-in services.	Upgrade to content management dashboard will give us additional features to better utilise the Opt-In features of the dashboard.

Benefits

- Upgrade to Content Management Dashboard to enable customisation (currently must pay for each change, we will be able to customise and make changes ourselves)
- Development of template dashboards for different types of disaster events
- Addition of a "Training" Dashboard to undertake training and education to the community outside of the live environment.
- Upgrade to Communications module which gives us enhanced features to better utilise Opt-In's.
- Additional locations added to River Opt-In
- Community Impact Survey through dynamic form development with link on dashboard

Costs

- Funding covers the set-up costs of \$20,000 (LRRG)
- Current maintenance costs for dashboard \$6,000
- Maintenance cost increases by \$1,200 per annum with upgrade (first 3 years covered)
- Maintenance cost for "training dashboard" \$1,200 per annum (first 3 years covered then not renewed)

2. Flood Warning Intelligence System		
Document	Statement	Comment
North Burnett 2021-22 Rainfall and Flooding Events Local Recovery and Resilience Plan	Opportunities to improve the Flood Warning Network are identified and actively seek funding to deliver upgrades.	This software will improve the LDMG's flood warning intelligence
State Recovery and Resilience Plan 2021-22 Southern Queensland Floods – Recovery and resilience priorities for Burnett and Fitzroy region	<i>Economic line of Recovery - Update overland flow and general flood mapping and make available (p41)</i>	This will be achieved by a combination of projects. The Burnett Catchment Flood Study, Intensity Frequency and Duration Data collection, Flood Warning Intelligence System and Emergency Management Dashboard Upgrade.
State Recovery and Resilience Plan 2021-22 Southern Queensland Floods – Recovery and resilience priorities for Burnett and Fitzroy region	<i>Understanding Risk – improving hazard modelling and mapping (p31) – enhance hazard prediction capabilities at local and state levels</i>	This system will enhance our understanding of hazard prediction.
Burnett Regional Resilience Strategy	<i>We understand the potential disaster risk we face – enhancing context for data and warnings by communicating information simply and visually</i>	Intelligence system will allow Council staff to better understand disaster risk and better communicate to our community

Benefits

- Gives us the ability to see river height and rainfall data in one system on an interactive map.
- Builds intelligence into our gauge system allowing us to track river height and rainfall data in real time as it moves through the catchment.
- Provides alerts from gauging stations and advises as trigger points are met.
- Allows us to link actions to specific heights at specific gauge stations.
- Review historical data at each site to compare unfolding events to historical events.

Costs

- Grant covers set up costs of \$80,500 (FRMP)
- Maintenance cost \$6,000 per annum
- Storage and integration of historic data \$6,000 per annum

3. Property Level Flood Information Portal		
Document	Statement	Comment
Resilient Queensland	<i>Queensland Strategy for Disaster Resilience responsibilities</i> (p23) – building community understanding and capability to manage risk	This software will allow community to better understand the flood risk on their property.
North Burnett 2021-22 Rainfall and Flooding Events Local Recovery and Resilience Plan	Strengthen region's recovery and resilience capability and mitigate future potential public safety risks through: Assist and enable individuals, families, and the community to actively participate in their own recovery.	This software will allow community to better understand the flood risk on their property.

Benefits

- Assist residents to understand, be better informed and better prepared for flood-related disasters by having access to up-to-date place-based flood risk information.
- enable any member of the public to enter their address (within NBR) and obtain key information about flooding at their property.
- provide clear and digestible information to gain a greater understanding of the flood likelihood a property may be exposed to during an event, as well as provide access to other flood tools that may further educate them on the risk.
- Links with Councils Emergency Management Dashboard ensuring all information is available and stored within one point of truth.

Costs

- Grant covers set up costs (RHF) and delivered by Queensland Reconstruction Authority. Includes first year of maintenance.
- Maintenance cost \$2-5,000 per annum (tbc)

Total Software Project Costs

Project	Upfront Costs (covered by grants)	Current Costs	Proposed Costs
Guardian IMS	-	\$17,100	\$17,100
Emergency Management Dashboard	\$20,000	\$6,000	\$7,200
Flood Warning Intelligence System	\$80,000	-	\$12,000
Property Level Flood Information Portal	QRA delivering	-	\$2-5,000
TOTALS		\$23,100	\$41,300

CONSULTATION

Not Applicable.

RISK IMPLICATIONS**Reputation / Political**

Not Applicable.

Occupational Health & Safety (WHS)

Not Applicable.

Financial Impact

Council has received funding to purchase software to increase the LDMG, Council and communities flood intelligence. The initial outlay costs for these programs are substantial. It is within Councils best interest to accept grant funding to purchase the software and pay only the ongoing licensing and maintenance costs.

Legal & Regulatory

Not Applicable.

Environmental

Not Applicable.

Property & Infrastructure

Not Applicable.

Human Resources

Not Applicable.

Information Communications Technology

Not Applicable.

Service Delivery

Not Applicable.

Climate

Not Applicable.

KEY MESSAGE

Council has received funding to purchase flood intelligence software under various disaster recovery funding programs. This software will assist Council, LDMG and the community in better preparing for and responding to flood events. Ongoing licensing and maintenance fees should be accepted to ensure our Local Government area has the benefit of these tools.

10 CORPORATE AND COMMUNITY

10.1 FINANCE REPORT TO 31 AUGUST 2023

Doc Id: 1167556

Author: Michelle A. Burns, Senior Accountant
Owen Jensen, Financial Services Manager

Authoriser: Kim Mahoney, General Manager Corporate & Community

Attachments: 1. Finance Report - August 2023.pdf [1168920]

EXECUTIVE SUMMARY

This report provides a summary of Council's financial performance against budget, for the financial year to 31 August 2023.

CORPORATE PLAN

OUR VISION: A prosperous future for generations built on a solid foundation of customer focused, efficient and effective service delivery.

OUR PRIORITY AREAS:

1. *Essential Service Delivery – Getting the basics right*

OFFICERS RECOMMENDATION

That Council, in accordance with section 204 *Local Government Regulation 2012 (Qld)*, receives the Finance Report for the period ended 31 August 2023.

REPORT

The monthly financial report includes a Statement of Financial Performance, Statement of Financial Position and Rates Debtor Analysis. Exception reporting is noted within the reports comparing actual performance against budget. Key highlights as at the end of August 2023 include:

- Rates, Levies and Charges recorded in August 2023 totalling \$10.284m, are lower than budget year-to-date figure of \$10.357m, resulting in a \$73,000 or 0.70% variance.
- Employee Benefits – The result in employee benefits has been impacted by the current level of vacancies, as compared to budget, from a forecast figure of \$2.666m to \$2.164m; with a \$501,403 or 19% variance.
- Materials and Services – The result in Materials & Services of \$3.354m from a budgeted \$3.275n (variance of \$78,849, equivalent to 2.41%) which reflects a minor variance at the commencement of the new financial year.
- Depreciation is below the forecast budget of \$3.193m, at \$2.784m (resulting in a \$409,366 variance and 13% difference), this will trend towards budget upon finalisation of the end of financial year fixed asset schedules.
- The expense coverage ratio has been included as recommended by the Queensland Audit Office as an indicator of Council's short-term liquidity. A target range is between three (3) and six (6) months. The ratio needs to be monitored as cost control measures would need to increase to maintain the ratio at acceptable levels. The ratio currently is at a cash management level of four (4) months, which is within the target range. This has been calculated allowing for externally restricted funds such as unspent capital government grants and subsidies of \$4,613,000, landfill management levy of \$8,287,087, and state government prepaid waste management levy of \$1,738,004. The restricted funds have increased for the landfill management levy by \$838,443 due to the first rates instalment of

2023-2024, and the additional \$423,919 state government waste management levy relates to a 2026-2027 prepayment.

- The current ratio is a liquidity ratio that measures an organisation's ability to pay short-term obligations, or those due within one (1) year. A current ratio above one (1) is considered a minimum. It is anticipated that the current ratio will decrease in the latter half of the year as Council draws down on the operational assistance grants received. Council's current ratio, at 31 August 2023 is 3.78:1.
- Cash and investments as at 31 August 2023 totals \$32,978,000. After consideration of funds held for external restrictions (as above), the total unrestricted cash balance available for operational purposes is currently \$18,340,000.

CONSULTATION

Report prepared with input from internal budget managers and delegation holders.

RISK IMPLICATIONS

Reputation / Political

Low risk if expenditure deviates slightly from budget or project delivery schedule.

Occupational Health & Safety (WHS)

The operational budget enables funding to improve Council's compliance with workplace, health, and safety.

Financial Impact

Low risk as expenditure is broadly in line with budget. The report highlights the need to continue to closely monitor expenditure and incorporate identified efficiencies into operations.

Legal & Regulatory

Council is required under s170 *Local Government Regulation 2012 (Qld)* to have an adopted budget in place for each financial year and by resolution can amend the budget for a financial year at any time before the end of the financial year.

Environmental

Council is managing its landfill and quarry operations by completing closure plans for the end of their respective useful lives. This will enable compliance in accordance with environmental regulations.

Property & Infrastructure

The capital expenditure budget allows for a program in accordance with respective infrastructure asset management plans.

Human Resources

This operational budget enables resourcing to achieve Council's corporate plans and objectives.

Information Communications Technology

The capital expenditure budget includes an asset replacement program for information communication technology infrastructure to be maintained at a requires standard.

Service Delivery

Revenue is set at a level which considers the services which are to be provided to the community.

Climate

Not Applicable.

KEY MESSAGE

Council is presenting this monthly financial report to provide information on financial performance against budget and to comply with legislative requirements.

FINANCIAL PERFORMANCE (as at August 2023)

Areas to note

Overall, the council reported a YTD actual net operating profit before capital grants and contributions as at 31 August 2023 which is currently \$1,247,000 higher than predicted. The net difference is comprised of revenue higher than budget by \$415,000 and operating expenses below budget of \$832,000.

Operating Revenue

- Rates, levies, and charges revenue is below budget by \$73,248, *Natural Resource Management Levy* is higher than budget by \$16,432, and *Waste Management* is above budget by \$3,638. Whereas *Discounts* have increased to budget by \$27,694 *General Rates* are lower than budget by \$26,626, *Other Levies* - including Local Disaster Management Levy is lower than budget by \$14,668, *Water Consumption* has decreased to budget by \$13,080 *Water* has decreased to budget by \$9,492 and *Sewerage* has decreased by \$1,758 to budget.
- Fees and Charges have increased to budget in August by \$129,375 due to additional *Caravan Park Takings* that are above budget by \$66,673 mainly due to increases in Biggenden and Eidsvold, *Building and Development Fees* have increase by \$22,365, *Community Service Fees* are above budget by \$12,431, *Trade Waste & Recycling* revenue has increased by \$20,332 with slight increases across all waste facilities, *Other Fees and Charges* have increased by \$12,007 mainly due to aviation fuel sales and rates search fees and *Licences and Registrations* have increased to budget by \$4,844, Whereas *Water and Sewer Fees* have decreased by \$9,277 to budget.
- Interest received is favourable to budget due to higher levels of average investments to date.
- Other Income is above budget by \$6,709 mainly due to an insurance recovery of \$15,055 for an older vehicle, that was damaged, being written off. Whereas *Washdown Bays* in Gayndah and Monto are below budget by \$7,380, other varying small amounts make up the difference.
- Recurrent Grants, subsidies, contributions are slightly above budget by \$5,827 due to maintenance contribution for Swindon Road.
- Rental Income has decreased from budget by \$8,097, which relates to Council housing and a minor timing difference in invoicing.
- Sales revenue is above budget by \$243,282 which was a result of additional claims Roadworks Performance Contract (RPC) and Road Maintenance Performance Contracts (RMPC) with The Department of Transport being incurred in June 2023 to align with work being completed in last financial year.

Operating Expenditure

- Materials & Services is below budget by \$78,849 which relates to varying small amounts across various many areas.
- Depreciation is slightly below budget as at 31st August 2023, and will trend towards budget as financial end of year 30th June 2023 project capitalisation is finalised.

Capital revenue and expenses

- Capital Revenue is on par with budget.

YTD FY2023 - 2024

	Actual \$000	Budget \$000	Variance \$000	%	Impact on net result
Recurrent Revenue					
Rates, levies and charges	10,284	10,357	(73)	(1%)	▲
Fees and charges	320	191	129	68%	▲
Interest Received	207	84	123	>100%	▲
Other Income	87	80	7	9%	
Recurrent Grants, subsidies, contributions and donations	174	180	(6)	(3%)	
Rental Income	15	23	(8)	(35%)	▼
Sales Revenue	537	293	243	83%	▲
Total Operating Revenue	11,624	11,209	415	4%	
Recurrent Expenses					
Employee Benefits	(2,164)	(2,666)	501	19%	▲
Materials & Services	(3,354)	(3,275)	(79)	(2%)	
Depreciation	(2,784)	(3,193)	409	13%	▲
Finance Costs	(6)	(5)	(0)	(4%)	
Total Operating Expense	(8,307)	(9,139)	832	9%	
Operating Profit / (Loss)	3,316	2,069	1,247	60%	▲
Capital Revenue and Expenses					
Capital Revenue	0	0	0	0%	
Capital Expenses	0	0	0	0%	
Net Capital Income Gain / (Loss)	0	0	0	0%	
Net Result	3,316	2,069	1,247	60%	▲

Legend:

- ▲ favourable movement
- ▼ unfavourable movement

FINANCIAL PERFORMANCE (as at August 2023)

	YTD FY2024	FY 2024
	<i>Actual</i>	<i>Budget</i>
	<i>\$000</i>	<i>\$000</i>
Current Assets		
Cash and cash equivalents	32,978	29,018
Inventories	574	515
Trade and other receivables	10,685	3,344
Contract Assets	5,246	2,787
	49,483	35,664
Non-Current Assets		
Property, plant and equipment	967,744	929,331
	967,744	929,331
Total Assets	1,017,227	964,995
Current Liabilities		
Current Borrowings QTC	(155)	(170)
Contract Liabilities	(4,613)	(2,500)
Other Current Liabilities	(4,219)	(1,724)
Current Provisions	(2,461)	(3,209)
Trade and other payables	(1,632)	(2,620)
	(13,080)	(10,223)
Non Current Liabilities		
Borrowings Non Current	(1,513)	(1,333)
Other Non Current Liabilities	(891)	(876)
Provisions Non Current	(13,468)	(7,263)
	(15,872)	(9,472)
Total Liabilities	(28,952)	(19,695)
Net Community Assets	988,275	945,300
Community Equity		
Asset revaluation reserve	(239,795)	(176,757)
Retained surplus/(deficiency)	(748,480)	(768,543)
Total Community Equity	(988,275)	(945,300)

Areas to note

Assets

- YTD Cash and cash equivalents has increased from 31 July 2023 to 31 August 2023 by \$1,559,000. This is mainly due to rates notices being issued and final payment due by 15 September. Council has also received Disaster Recovery Funding Arrangements (DRFA) of \$1,819,611 for flood restoration works approved.

- Trade and other receivables have decreased from 31 July 2023 to 31 August 2023 by \$558,000, which is mainly as rates are being paid.

- Contract assets represent predominantly works carried out for flood recoveries to date and payable through Disaster Recovery Funding Arrangements (DRFA).

Liabilities

- Current Liabilities have decreased 31 July 2023 to 31 August 2023 by \$88,000 in line with recognition of revenue received and work completed for grant funded projects. Contract liabilities of \$4,613,000 relates to capital grants received in advance and as respective projects are completed, the revenue is therefore able to be recognised for these grants.

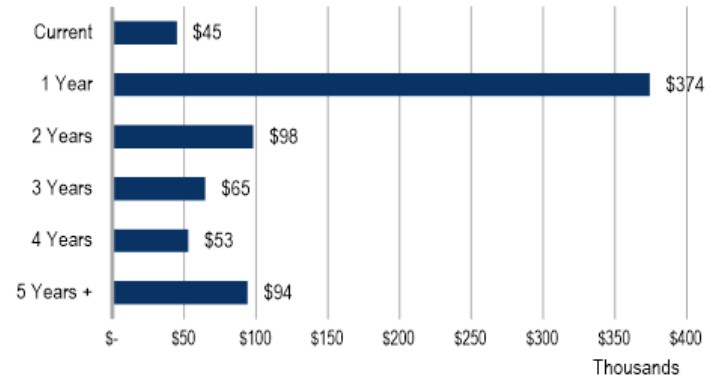
- Other non-current liabilities of \$891,535 relate to the prepayment of the state government waste levy charges for the years 2024-2025 to 2025-2026. These payments will be brought to account in their respective future years.

RATES OVERDUE (as at August 2023)

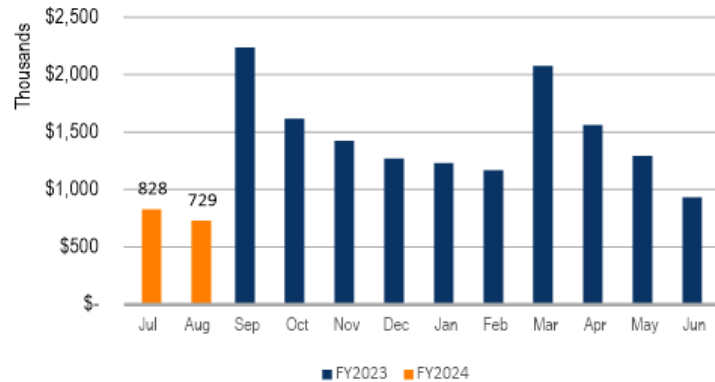
Areas to note

- In August 2023 the rates overdue has decreased from July 2023. This has been a decrease from July (\$828,460) to August (\$729,025) of \$99,435.
- In August 2023 the overdue rates balance has decreased by 12%.
- Approximately 57.51% of rates overdue as at 31 August are less than one year overdue.
- Discount take up for 23/24 year to date cannot be provided as the first discount period does not close until the 15/9/2023.

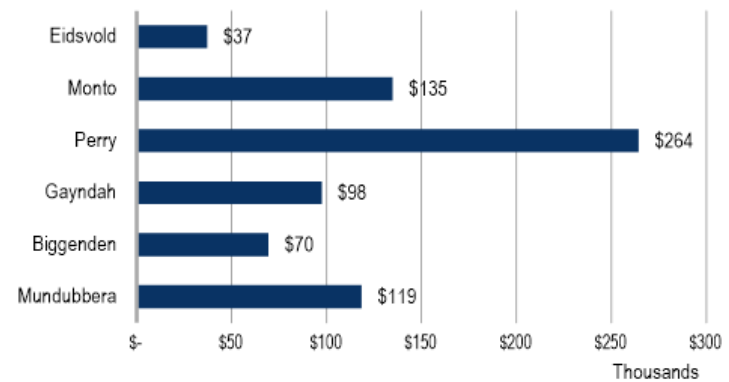
Overdue rates by age



Overdue rates balance



Overdue rates by location



11 WORKS

11.1 REVISED WATER AND WASTEWATER CUSTOMER SERVICE STANDARD

Doc Id: 1167988

Author: Shaun Johnston, Water and Wastewater Manager

Authoriser: Anna Scott, General Manager Works

Attachments:

1. **Customer Service Standards for Water and Wastewater 201022.pdf [1170223]**
2. **Customer-Service-Standards-20-12-19.pdf [1168010]**

EXECUTIVE SUMMARY

To meet regulatory obligations under the *Drinking Water (Safety and Reliability) Act 2008*, Council is required to prepare and adopt by resolution a Customer Service Standard for Water and Wastewater Services.

CORPORATE PLAN

OUR VISION: A prosperous future for generations built on a solid foundation of customer focused, efficient and effective service delivery.

OUR PRIORITY AREAS:

1. *Essential Service Delivery – Getting the basics right*

OFFICERS RECOMMENDATION

That Council adopt the revised Customer Service Standard for Water and Wastewater as presented.

REPORT

As a registered Water Service Provider (WSP), Council is required under the *Water Supply (Safety and Reliability) Act 2008* (the Act) to prepare and adopt Customer Service Standards for Water and Wastewater (CSS). The CSS must be reviewed at least every five years to ensure currency. Updated versions of the CSS must be adopted by resolution of Council.

Council last adopted a reviewed CSS in December 2019. A review undertaken by officers in 2022 identified a number of errors and opportunities within the 2019 version to clarify Council and Customer obligations and processes.

The review focused on ensuring:

1. services required by the Act were appropriately detailed in the CSS
2. services outlined in the CSS reflected the services being provided by Council.
3. standards set within the CSS were achievable by Council giving consideration to capacity, resources, and cost of services.

In addition, officers considered:

1. How CSS are set out for other water service providers within Queensland.
2. Feedback from Councillors and the community regarding the revised CSS.

On 1 November 2022 the initial draft of the revised CSS was workshopped with Council. This document included the following changes:

- Correction of typographical errors.
- Introduction of a secondary service level (rural) to establish a minimum service level for customers connected to Council's services, but who had not been included in the existing Customer Service Area.

- A revised and extended schedule of services and KPIs to match industry standards used to report on the performance of WSPs, and to match Council's capabilities to deliver services in small geographically isolated service areas.
- Numerous additions and clarifications to the standards setting out both Council's and customers' obligations. These replaced an informal internal document that was serving as a guide to staff but did not inform the public about what was expected of them or could be expected of Council.
- A disclaimer clarifying the circumstances under which Council could not ensure the agreed level of service would be delivered, i.e., during natural disasters.
- A table of contents was added for easier searching.
- A summary table was added as a quick reference aid for customers and Customer Service staff.

During a public consultation process one response was received. That response indicated concerns that the addition of the rural service area was reducing service standards to those customers on rural services. The Water and Wastewater Manager followed up with the respondents explaining that those properties in rural areas were not currently included in the Water Service Area and as such had no minimum service standard applying to them under the existing CSS. The inclusion of minimum standards within a Rural Service Area would provide greater safeguards for customers in those areas. For clarity, Rural Service Areas are areas which are supplied with non-standard reticulation mains, typically poly lines of less than 80mm diameter, where fire hydrants cannot be fitted or function effectively and where long runs of very small diameter pipelines mean normal service levels are impossible to meet. However, they do provide a valuable source of water that otherwise would not be available to rural residential areas surrounding some of the region's townships.

On 18 January 2023 an unchanged revised CSS was workshopped with Council and the feedback response discussed.

Since that time, the document has been set aside to await development of the Water Service Area Map including changes associated with the establishment of the rural water service area, which are now well advanced and to the point it is considered appropriate to present the revised Customer Service Standards for Water and Wastewater for adoption by Council resolution.

CONSULTATION

The formulation of these revised standards was carried out following review of the Customer Service Standards of a number of medium and large Queensland councils, to understand how other service providers had created documents to meet regulatory requirements. Inclusions consistent with other councils' standards were introduced to this document. An internal review of the proposed revised document was provided by the General Manager Works, and Corporate Services staff were provided with the opportunity to make comment.

The draft Water and Wastewater Customer Service Standards were then placed on the council website and have remained there for the public to consider. Over November and December 2022, a public consultation process was advertised and interested parties invited to provide feedback on the document via Survey Monkey. One response was received, and the Water and Wastewater Manager followed up with respondents via telephone to discuss the concerns expressed over the addition of a rural service area to the standards and clarify that these provided a minimum standard for those on rural services where none had existed previously.

RISK IMPLICATIONS

Reputation / Political

Having a clear set of service standards decreases the likelihood of misunderstandings that can lead to customer complaints and negative community dialogue. The current CSS has typographical errors which expose Council to reputational risk.

Occupational Health & Safety (WHS)

The response targets set in the document are formulated to minimise the risks to staff operating under time pressures in high-risk activities, out of business hours and/or alone in remote locations.

Financial Impact

This document provides a basis for outlining what the community can expect in return for the fees and charges they pay for water and sewerage services provided by Council. It provides certainty for Council and customers in service interactions.

Legal & Regulatory

The Customer Service Standard is a legal document which meets regulatory requirements and provides a legally binding framework for delivery of water and sewerage services to customers.

Environmental

Council's performance of its environmental duties as a water service provider are measured under this framework.

Property & Infrastructure

Council's performance is measured against the targets set down in the document. Some of these performance outcomes inform investment decisions related to infrastructure replacements and upgrades.

Human Resources

Council's performance is measured against the targets set down in the document. Some of these performance outcomes inform decisions related to staffing levels and training.

Information Communications Technology

Not Applicable.

Service Delivery

The key purpose of the Water and Wastewater Customer Service Standard is to set out performance targets for Council in providing these services, measure performance against these targets, and to provide the framework for a cycle of continuous improvement in serving the community as a water service provider.

Climate

Not Applicable.

KEY MESSAGE

The Water and Wastewater Customer Service Standard is the basis for the agreement all customers consent to when receiving water and sewerage services from a registered Water Service Provider.

As such, it must be made available on Council's website and be available for viewing at customer service locations.

Council will also provide the community with notification of the release of the newly adopted revision through the community newsletter and social media releases.



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CUSTOMER SERVICE STANDARDS FOR WATER AND WASTEWATER

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Introduction

North Burnett Regional Council (Council) is committed to providing access to affordable, safe, and reliable water and wastewater services to residents connected to those services. Council is a Water Service Provider (SPID 490), delivering potable water services and sewerage services across Monto, Mulgildie, Mount Perry, Eidsvold, Mundubbera, Gayndah, Mingo Crossing, and Biggenden.

Purpose

Council's Customer Service Standards (CSS) outline the commitments, responsibilities, and standards customers can expect in relation to water and sewerage services across all reticulated systems in the Council area. These standards ensure compliance to the requirements of the *Water Supply (Safety and Reliability) Act 2008* (the Act) and associated regulation. The CSS ensures that our customers are protected by the provisions of the Act. These provisions, along with customer service performance target measures, form the basis for which Council aims to deliver water and wastewater services. The CSS sets out the rights and obligations of Council and its customers and provides details of:

- the process for establishing new connections
- billing arrangements
- metering
- accounting
- customer consultation
- complaint and dispute resolution.

The CSS has been developed to achieve:

- adequacy and quality of the water supply system
- day-to-day continuity of your water supply
- effective transport of sewage.

When the Customer Service Standard does not apply

These Standards do not apply during periods of declared natural disasters and emergencies and immediately after, or where the customer has failed to provide clear, safe access to Council's infrastructure.

Water and Wastewater – Shared Rights and Responsibilities

Both the Council and its Customers have rights and responsibilities associated with the provision and use of water and wastewater services.



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Council's Rights and Responsibilities as a Service Provider:

- Council has the right to interrupt, postpone or limit the supply of services in situations when:
 - infrastructure is damaged or requires inspection, maintenance, repair or replacement;
 - in the event of drought or as part of a Demand Management Plan; or
 - in the event of fire, flood, cyclone, power shortage or other emergencies.
- To inspect, maintain, operate, repair, replace or remove local government infrastructure, employees and agents of Council may enter a property without providing notice and without the permission of the owner and occupier of the property. As soon as an employee enters the property, they must inform any occupier of the property of the reason for entering the property and that the representative is authorised under the *Local Government Act 2009* and the Act to enter the property and produce an identity card for the owner and occupier of the property to inspect.
- Council is responsible for maintaining water services between the water main and up to the meter installation.
- Council's sewerage infrastructure commences at the inspection opening (i/o) on the property connection stub.
- Council has the authority to request customers to effect necessary repairs to their internal plumbing to ensure compliance with the *Plumbing and Drainage Act 2018*.
- Council has the right to recover all costs from the property owner for damage by the property owner or third party to any Council infrastructure including water services and meters.

Customer Rights and Responsibilities:

- Customers within the declared water and sewerage service areas may apply to be connected to Council's infrastructure. Service connections will only be approved if:
 - a reticulation main is available to your property; and
 - the reticulation main can deliver the service at the minimum standard.
- Customers have the right to make a complaint in accordance with Division 3, s.118 of the Act.
- To connect to water and wastewater services or alter a connection, customers must apply to and receive approval from Council.
- Wastewater and trade waste customers are responsible for maintaining all plumbing, drainage, and fixtures to the point where they connect with Council's infrastructure.
- The Customer is responsible for the installation and maintenance of plumbing on the property side of the meter and must engage a licensed plumber to do internal work on the customer's property including connection to a water service.

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Reviewed October 2022



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- Customers can assist Council's response to water and wastewater issues by:
 - gaining Council permission to build over sewerage infrastructure within their property;
 - providing clear access to the water meter, sewer manholes and other infrastructure within and adjacent to their property by ensuring that any concrete or other structures, tree roots and vegetation are kept well clear and not covering sewer manholes or meter pits with soil, garden mulch or parked vehicles;
 - reporting any unauthorised discharge into, or interference with, the water and wastewater networks; and
 - notifying Council's Customer Service Centre of any service difficulties and faults that customers have encountered.
- Customers must comply with all notices served by Council under the *Water Act 2000*, the Act, and *Local Government Act 2009*, to carry out remedial works within their property within the specified timeframe. Should the customer not comply with an issued notice within the specified time frame, Council has the authority under the acts to enter private property, carry out the required work and recover all costs from the owner.

Responding to Water and Wastewater Service Requests

Council's Customer Service Section facilitates registration of reports about water and sewerage system faults. These are then investigated and rectified as appropriate.

System faults include damaged water and sewerage mains, blocked sewerage mains, odour issues, overflows, leaks, pressure or flow issues, and faulty water meters including the isolating stopcock.

This service does not include faults associated with plumbing or drainage within your property, or on the customer side of the connection point, including internal water leaks, blocked house drains or combined drains.

Customer Service Procedures

Service Areas: Council must, by resolution, declare all or part of its local government area to be a Declared Service Area for a water and/or wastewater. In the case of a new service outside of the Declared Water Service Area, Council will consider each application on its merits. Should the connection be approved, all costs for extension to, and provision of, the service will be recovered from the customer for the provision of the service.

Connections: On submission of the appropriate application form and payment to Council, the request will be assessed, and if consistent with operational standards the following services will be scheduled by Council:

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Reviewed October 2022



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- New water service
- Relocation of existing water service
- Disconnection/reconnection of water service
- Upgrade water service
- New wastewater service connection
- Relocation of wastewater service connection

Charges and Customer Accounts: Fees, charges and rates are set annually by Council resolution. The current water and wastewater rates and charges are available on our website.

Council charges users an annual fixed access charge to its water and wastewater networks and six-monthly consumption charges for water used. Water meters are read twice per year in June and December.

Water Meters: It is compulsory that all serviced properties be metered. A water meter will be provided as part of a new water service connection and will remain the property of Council. The meter will be used to measure the water consumption component of any water charges. All new water meters will be within industry standard limits of accuracy and located according to industry standards.

Council monitors the accuracy of its water meter fleet, and through its water meter replacement program targets inaccurate meters. Water meters are designed to under-register if they wear or fail, but where a customer has reason to doubt either the accuracy or reliability of their water meter, Council will provide advice to the customer on how to check the accuracy of their meter. If the customer still feels the meter is inaccurate, Council offers to test the meter for the fee prescribed in Council's Schedule of Fees and Charges. If the meter is found to be defective, then the fee will be reimbursed along with the amount of any water consumption over-charge. Should you have any problems or enquiries regarding your meter, please contact the Customer Service Centre.

Sanitary Drains and Combined Drains: The owner of a property is responsible for the maintenance and repair of any sanitary drains on their property, up to and including the connection point on Council's sewer. This also includes the cost of clearing any blockages caused by the ingress of tree roots or other foreign objects.

Council is responsible for clearing blockages in Council's wastewater infrastructure. Private plumbers or drainers are not to undertake any work to clear a blockage in Council sewer or wastewater infrastructure without obtaining Council's approval prior to commencing any work. If approved, the Council will reimburse the private Plumber or Drainer fees.

Neighbours with a shared interest are responsible for clearing blockages and performing repairs to a combined drain. If neighbours cannot agree on the solution to a problem, Council may, at its discretion, carry out rectifications and recover costs from the responsible parties based upon the Manager of Water and Wastewater's assessment of contributory responsibility for the cause of the issue.



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Damage to Infrastructure: If Council's water or wastewater infrastructure is damaged, please report the damage to Council's Customer Service Centre 24 hours a day, 7 days per week.

Council will charge the owner of the property for the cost of repairing any damage caused to Council's infrastructure by the property owner or third parties. It is the property owner's responsibility to recover costs from any third party that may have caused the damage.

Where incidental damage to Council infrastructure is caused by a customer's tree or tree roots, the customer will be provided the opportunity to remove the tree at their own cost. Should the customer fail to do so to the satisfaction of Council, Council may remove the tree and recover costs associated with the removal.

If Council's infrastructure is damaged intentionally this is considered an offence and is provided for in the Act. If you witness Council infrastructure being intentionally damaged, please report the damage as soon as possible to minimise any potential compromise to community health.

If damage is done to infrastructure on the property owner's side of the property boundary, after the water meter, then it is the responsibility of the owner to repair or replace the infrastructure. Where a Council employee caused the damage through no fault of the owner, Council will be responsible for the repair of any infrastructure on the property owner's side.

Works and Repairs: When conducting works or repairs, Council will provide reasonable care to ensure the area is left in the same standard as before the work or repairs were carried out. Any work area will be adequately fenced and/or signed to ensure safety.

Water Restrictions: Water restrictions will be implemented consistent with the provisions of PRO-2247 Drought Management Urban Water. Unless it is an emergency, Council will notify customers a minimum of 1 week in advance of water restrictions coming into effect to ensure security of water resources and continuity of supply.

Trade Waste: A customer may only discharge trade waste into Council's Wastewater System provided the customer has first obtained approval for a trade waste permit from Council.

Council will accept trade waste only where there is no likelihood the trade waste will harm a person/s, the environment and/or Council's wastewater system.



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Water Service Levels

Continuity of water supply

Council aims to provide a continuous and reliable delivery of water supply to all customers. At times, Council may need to interrupt your water supply service to undertake planned maintenance and repair work. In these instances, we aim to provide you with at least 48 hours' notice prior to the event.

Our water supply system may also be interrupted by acts outside of our control. For unplanned events, we are unable to provide notice. If your service is affected, we aim to restore your connection as quickly and effectively as possible.

Quality of normal water supply

It is a goal of Council to ensure, by regular and thorough testing of water quality, that the treated water complies with the appropriate standards.

Council aims to maintain compliance with all health-based targets for physical, chemical and microbiological parameters in the Australian Drinking Water Quality Guidelines formulated by the National Health and Medical Research Council.

Adequacy of normal water supply

Council will endeavour to maintain the water flow and pressure in accordance with minimum standards appropriate to service zones.

If you notice a significant change in the usual water supply pressure not caused by household pipes and fittings, we encourage you to contact Council immediately. We will investigate and advise you of any action that has been, or needs to be, taken to rectify any problems.

Sewerage Service Levels

If you notice a significant change in the usual functioning of the sewerage service not caused by household pipes and fittings, we encourage you to contact Council immediately. We will investigate and advise you of any action that has been, or needs to be, taken to rectify any problems.

Effective transport of waste/effluent

Council will treat sewage and dispose of the effluent and sludge in accordance the Department of Environment & Science environmental licenses issued for each of the Council's sewage treatment plants.

Amending the Customer Service Standard

This Standard is adopted by Council resolution and can only be varied by same, or at the direction of the Regulator. Council, in accordance with Section 120 of the Act, must review the customer service standard at least every five (5) years.

Reviewed October 2022

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Consultation and Resolution

Customer Consultation

Council will endeavour to inform customers of any planned interruptions to normal service provision at least 48 hours in advance. This will be via posting relevant information on Council's website, Council's social media platforms, advertising in the local paper, displayed on roadside LED message boards or alternative methods as appropriate. In the event of a planned loss of supply to customers' residence or business, Council will endeavour to complete a letter drop at the affected address at least 48 hours prior to work beginning.

For further information on the above standards, or to make a request, please contact Council's Customer Service staff as detailed below.

Phone 1300 696 272
Email admin2northburnett.qld.gov.au
Fax 07 4161 1425
Mail P.O. Box 390 Gayndah Qld 4625
Website www.northburnett.qld.gov.au

If you are not satisfied with the response to your request, you may ask for it to be escalated via the above means also.

If you remain dissatisfied with Council's service after attempted resolution, the matter may be referred to the Energy and Water Ombudsman Queensland (EWOQ) for further assistance as detailed below.

Phone 1800 662 837
Email complaints2ewoq.com.au
Fax 07 3227 7068
Mail P.O. Box 3640 South Brisbane Qld 4101
Website www.ewoq.com.au

Customers can also phone 13 QGOV (13 74 68) if they have any concerns.



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Water Services Performance Targets

Key Service Characteristics	Customer Service Issue Indicator	Resolution Indicator	Target Response Time	Target Repair Time	Customer Service Target	
Day to Day	Dirty Water / Water Quality	Flush	<90 minutes	<5hours	>95% >90%	
	Broken Water Main	Repair -urgent LOS	<90 minutes	<8 hours	>90%	
	Broken Water Service	Repair -urgent LOS	<90 minutes	<5 hours	>90%	
	Leaking Water Service, Main, Hydrant -Non-urgent	Repair	<2 working days	<10 working days	>90%	
	Leaking Water Service, Main, Hydrant -Non-urgent	Repair or replace	<2 working days	<30 Working days	>90%	
	Defective Stopcock (urgent)	Repair or replace	<90 minutes	<5 hours	>90%	
	Defective Stopcock (non-urgent)	Repair or replace	<2 working days	<30 Working days	>90%	
	Low Water Pressure	Repair (If verified)	<2 working days	<30 working days	>90%	
	Water Service Replacement			<30 Working days	>90%	
	New Water Service			<45 working days	>90%	
	Flow / Pressure Investigation			<30 Working days	>90%	
Long-term	Total Water Main Breaks		Annual		<30	
	Average Response Times (incidents ²)		<60 minutes		>90 %	
	Total Water and Sewer Complaints ³		Annual		<20	
	Customer Consultation					
	Provide Prior Notice of Planned Work Interruptions			>48 hours		>90%
	Provide Prior Notice of Planned Work Interruptions- Minimum Requirement Water			>24 hours		>98%
	Supply (Safety and Reliability) Act 2008					
	Unplanned Interruptions Rate				<50/1000 connections	
	Ratio of Unplanned to Planned Interruptions				>2:1	
	Minimum Water Pressure-Urban				12m	
Minimum Water Pressure-Rural Residential				5m		
Minimum Flow Rate-Urban				20L/min		
Minimum Flow Rate-Rural Residential				4L/min		
Water Quality	Water Quality					
	Physical/Chemical Parameters (Health Guidelines)		Tests completed and in limits		>95%	
	Physical/Chemical Parameters (Aesthetic Guidelines)		Tests completed and in limits		>75%	
	Water Quality Complaints (Taste/Odour – validated)		Rate of Incidents		<10/1000 connections	
	Dirty Water Complaints (validated)		Rate of Incidents		<10/1000 connections	
Microbiological (Coliforms & E-Coli)		Tests completed and in limits		>98%		

¹ Attendance at site, call-back to customer, or remote intervention via SCADA constitute a response.

² Incidents refer to specific conditions as defined in legislation or regulation.

³ Only repeated requests outside normal service targets where the customer states they are calling to complain about the failure to meet the targets are considered complaints.



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Sewerage Services Performance Targets

Key Service Characteristics	Customer Service Indicator	Resolution Indicator	Target Response Time ¹	Target Rectification Time	Customer Service Target
Continuity of Supply	Sewage Main Breaks and Chokes (confirmed)	Response and repair times met	< 90 minutes	<8 hours	>90%
	Sewage Overflows (confirmed)	Response and repair times met	< 90 minutes	<8 hours	>90%
Effective Transport of Waste / Effluent	Compliance with EPA Licence Conditions/Annum	Percentage compliance			>95%
	Odour Complaint Rates/annum	Number of Incidents ²			<10/100km Sewer
	Sewer Main Breaks and Chokes	Number of Incidents	Annual		<10/100km Sewer
	Pump Station Overflows/Annum	Number of Incidents ² (Dry weather)	< 90 minutes	<8 hours	<2/annum
	Rising Main Breaks	Number of confirmed Incidents			<1/10km Rising Main
	Sewer Inflow/Infiltration	Ratio of ADWF to MWWF			<1:4
	Total Sewage overflows Rate/annum	Number of confirmed Incidents ²			<10/100km Sewer
	Confirmed Odour Complaints ³ Rate/annum	Number of confirmed Incidents ²			<5/100km Sewer
	Sewage Overflows to Customer properties Rate/annum	Number of confirmed Incidents			<5/1000 conn.

¹ Attendance at site, call-back to customer, or remote intervention via SCADA constitute a response.

² Incidents refer to specific conditions as defined in legislation or regulation.

³ Only repeated requests outside normal service targets where the customer states they are calling to complain about the failure to meet the targets are considered complaints.



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At a Glance

Council will always endeavour to:	You can help Council provide a better service by:
Maintain continuity of service for customers	Only using registered drainers to install and maintain your internal house and combined drains
Respond promptly to issues on a priority basis	Only using registered plumbers to install and maintain internal water pipes
Provide at least 48 hours' notice before planned interruptions	Learning to read your meter and keep track of usage
Rectify the cause of emergency interruptions as soon as possible	Learning how to detect internal leaks and have these fixed promptly
Replace inaccurate water meters in a timely manner	Keeping access to your meter and any manholes on your property clear
Exercise care not to unnecessarily cause damage to private property	Promptly reporting damage to or issues with Council infrastructure
Rectify damage to private property from carrying out our activities at our cost	Not planting tree species with invasive roots near Council infrastructure or combined drains
Provide at least 1 week's notice of water restriction changes (except in emergencies)	Ensuring Council's underground infrastructure is located and protected before commencing excavations
Maintain Australian Drinking Water Guideline Health standards in all water supplies	Seeking approval before discharging anything other than household sewage into Council's network
Maintain agreed levels of water flow and pressure to service zones	Calling Council if you have any concerns about the safety of your water supply (taste, odour, colour)
Achieve target compliance with ADWG aesthetic guidelines	Calling Council if you notice changes in pressure or flow to your property
Maintain transport and treatment of sewage to licence conditions	Calling Council if you notice unusual odours from our sewer networks or sewage overflows
Consult with customers	Complete applicable requests, supplying all necessary information requested
Treat customers in an appropriate manner	Treating Council staff in an appropriate manner



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CUSTOMER SERVICE STANDARDS

Our customer service standards outline the commitments, responsibilities and standards you can expect from us, in relation to water and sewerage services across all reticulated systems in the North Burnett Regional Council (NBRC) area. The Council is a registered service provider and the standards are written to ensure compliance to the requirements of the Water Supply (Safety and Reliability) Act 2008.

This involves developing and adopting a customer service standard that documents:

- The level of service to be provided to customers;
- processes for customer interaction with the service provider;
- and any other matter stated in the guidelines, if any, issued by the regulator for preparing customer service standards.

The Customer Service Standards contains targets for service delivery and indicators of Council's performance in relation to these targets.

North Burnett Regional Council has developed customer service standards in the key performance areas of:

- Continuity of supply
- Quality of Water
- Adequacy of water supply
- Effective transport of waste/effluent

Responding to Water and Sewerage Service Requests

Council provides a Customer Service System that enables it to register water and sewerage system faults and arrange to have these fixed.

System faults include damaged water and sewerage mains, blocked sewerage mains and faulty water meters including the isolating stopcock.

This service does not include faults associated with water and sewerage plumbing within your property.

Reviewed 18/12/19

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Water Services

The following sections provide a brief overview of our objectives in ensuring the customer service standards for our water services are met.

Day-to-day continuity of water supply

We aim to provide a continuous and reliable delivery of water supply to all customers. At times, Council may need to interrupt your water supply service to undertake maintenance and repair work. In these instances, we aim to provide you with at least 48 hours notice prior to the event.

Our water supply system may also be interrupted by acts outside of our control. For unplanned events, we are unable to provide you any notice. If your service is affected, we aim to restore your connection as quickly and effectively as possible.

Quality of normal water supply

It is a goal of Council to ensure, by regular and thorough testing of water quality, that the treated water complies with the appropriate standards.

Council aims to comply with most physical, chemical and microbiological parameters of the Australian Drinking Water Quality Guidelines.

Adequacy of normal water supply

Council will endeavour to maintain the water flow and pressure in accordance with State Government guidelines.

If you notice a significant change in the usual water supply pressure not caused by household pipes and fittings, we encourage you to contact Council immediately. We will investigate and advise you of any action that has been, or needs to be, taken to rectify any problems.

Water Services Performance Targets

Performance Indicators	Target
Continuity of your water supply	
Notice of planned interruption	≥ 48 hours
Restoration of services from a planned interruption	90% restored within 6 hours
Response to unplanned interruption after notification	≤ 2 hours
Restoration of services from an unplanned interruption	90% restored within 5 hours
Frequency of unplanned service interruptions	≤ 100 main breaks/100 km/yr.
Quality of your water supply	
Treated Drinking Water Quality - Physical/Chemical parameters only	≥ 80% ADWG Aesthetic parameter compliance

Reviewed 18/12/19

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Treated Drinking Water Quality - microbiological	≥ 98% Faecal coliforms compliance
No. of drinking water complaints per 1,000 connections/year	≤ 50
Adequacy of your water supply	
Water pressure	≥ 16m ≥ 95% of the time
Water Flow	≥ 20l/s ≥ 90% of the time

Service Connections

If you wish to apply for a water service connection, you will need to submit an application form to Council. Service connections will only be approved if:

- A reticulation main is available to your property; and
- The reticulation main is capable of delivering the service at the minimum standard

Approval of a new service connection will usually take place within 10 working days after receiving your application fee (as per Council's current fees and charges).

For further information regarding service connections, please contact one of the Customer Service Centres.

Meters

Your water meter is read biannually with billing included in the twice yearly property rates notices.

If you consider your meter is reading inaccurately Council will test the meter for a fee. If the meter is proven to be inaccurate it will be replaced and the fee refunded. We consider a meter to be accurate if recording within the tolerance range of +/- 5% to the reading a new meter.

Council is responsible for the repairing leaking meters and the meter fitting on the water main side of the meter. You are responsible for leaks on the property side of the meter.

Sewerage Services

The following sections provide a brief overview of our objectives in ensuring the customer service standards for our sewerage services are met.

If you notice a significant change in the usual functioning of the sewerage service not caused by household pipes and fittings, we encourage you to contact Council immediately. We will investigate and advise you of any action that has been, or needs to be, taken to rectify any problems.

Reviewed 18/12/19

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Effective transport of waste/effluent

Council will treat sewage and dispose of the effluent and sludge in accordance the Department of Environment & Science environmental licenses issued for each of the council's treatment plants.

Sewerage Services Performance Targets

Performance Indicators	Target
Effective Transport of Sewerage Waste / Effluent	
Response to unplanned events after notification	≤ 2 hours
Restoration of services from an unplanned interruption	90% restored within 5 hours
No of sewage overflows per 100km of main per year	≤ 10
No of Sewage overflows affecting customers properties / 1,000 properties	≤ 5 / year
Sewer main chokes and breaks / 100km of mains	≤ 15 / year
Odour complaints per 1,000 properties	≤ 10 / year

Trade Waste

Trade Waste is any water-borne waste from business, trade or manufacturing premises. Disposal of trade waste to any of the Council Sewage or Wastewater Treatment Plants must be in accordance with Council Policy 232 "Sewerage Trade Waste".

Service Connections

If you wish to apply for a sewerage connection, you will need to submit an application form to Council. Service connections will only be approved if:

- A reticulation main is available to your property; and
- The reticulation main is capable of delivering the service at the minimum standard

Approval of a new service connection will usually take place within 10 working days after receiving your application fee (as per Council's current fees and charges).

For further information regarding service connections, please contact one of the Customer Service Centres.

Service Charges

North Burnett Regional Council sewerage charges are issued through the Councils biannual rates notices.

Reviewed 18/12/19

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Consultation and Resolution

For further information on the above standards please contact Council's customer service staff as detailed below.

Phone 1300 696 272
Email admin@northburnett.qld.gov.au
Fax 07 4161 1425
Mail P.O. Box 390 Gayndah Qld 4625
Website www.northburnett.qld.gov.au

If you remain dissatisfied with NBRC's service standards after attempted resolution the matter may be referred to the Energy and Water Ombudsman Queensland (EWOQ) for further assistance as detailed below.

Phone 1800 662 837
Email complaints@ewoq.com.au
Fax 07 3227 7068
Mail P.O. Box 3640 South Brisbane Qld 4101
Website www.ewoq.com.au

Reviewed 18/12/19

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12 COUNCILLOR REPORTS

12.1 MAYOR AND COUNCILLORS REPORTS

Doc Id: 1167563

Author: Tegan Bauer, Executive Assistant to the Mayor

Authoriser: Margot Stork, Chief Executive Officer

Attachments: 1. Cr Giddins - Councillor Report for August 2023.pdf [1168775]
2. Mayor Hotz - Councillor Report for August 2023.pdf [1168776]

INTRODUCTION/BACKGROUND

This report is a summary of information provided by the Mayor and Councillors outlining their attendance at meetings and functions representing Council for the period 1 August 2023 to 31 August 2023.

In addition to the attached, Councillor Information Workshops were held throughout the period as noted below. These workshops are an opportunity for Council Officers to keep Councillors up to date with projects that are happening throughout the region.

- Wednesday 2 August 2023 in Gayndah
- Wednesday 16 August 2023 in Gayndah

As per the 2023 Meeting Schedule, the Council General Meeting was held on Wednesday 23 August 2023 in Monto.

OFFICER COMMENTS/CONCLUSION

Nil.

OFFICERS RECOMMENDATION

That Council receives the Councillor Reports for the period 1 August 2023 to 31 August 2023.

COUNCILLOR DAEL GIDDINS

AUGUST, 2023

Date	Meeting/Function	Location	Comments
04/08/2023	Local Resident Funeral	Gayndah	Funeral
07/08/2023	Local Resident Funeral Community Member	Gayndah Gayndah	Funeral Discussion with Community Member
08/08/2023	Meeting with Community Member	Gayndah	Discussion in Gayndah Boardroom with Community Members and the issue of roaming dogs
08/08/2023	Gayndah Hospital Community Reference Group	Gayndah	Update of Qld Health Services at Gayndah Hospital. Gayndah Hospital is now fully staff but the Medical Centre is still operating on Relieving Doctors so this has an impact on hospital being on By-Pass during certain periods of time.
09/08/2023	Gayndah State Primary School	Gayndah	Assisted with Independent School Review
10/09/2023	Local Resident Meeting	Gayndah	Discussion regarding our local cemeteries and assistance with accessing website.
11/08/2023	Local Resident Funeral	Gayndah	Funeral
15/08/2023	North Burnett SES Presentation	Gayndah	Presentation to North Burnett SES members of new ATV (vehicle)
15/08/2023	North Burnett LDMG Mtg	Gayndah	LDMG updates from Agencies & Organisations of the LDMG. Season Outlook from the Bureau, Australian Warning System update and the Local Disaster Management Plan Review
15/08/2023	Local Disaster Management Group (LDMG) - Training	Gayndah	Completion of Training for Module 1 – Introduction to Warnings and Alerts
15/08/2023	North Burnett Human, Social Meeting	Gayndah	Update on Agencies within this Group
16/08/2023	LGAQ Elected Members Update	Gayndah	Workshop for Councillors

Date	Meeting/Function	Location	Comments
17/08/2023	Mundubbera State College	Mundubbera	Assisted with Yr10 Students – Mock Interviews
18/08/2023	RSL Vietnam Veterans 50 th Anniversary	Gayndah	Service conducted at the Gayndah Cenotaph/Wreath laying
21/08/2023	Gayndah State Primary School	Gayndah	Took part in the activities at the School for Book Week
22/08/2023	NBRC – Book Week	Mundubbera	Took part in the activities at the Mundubbera Library for Book Week. Assisted with reading to the children at Story Time
22/08/2023	Boyne Burnett Inland Rail Trail (BBIRT) Riders Visit	Mundubbera	Welcomed the bike riders who were travelling through the North Burnett.
23/08/2023	Monto Community Mtg	Monto	Meeting with Community Members
24/08/2023	Gayndah St Joseph's School	Gayndah	Took part in the School's Book Week activities
26/08/2023	Mary 2 Bay Trail Opening	Hervey Bay	Official Opening of the Takura section of the Rail Trail.
30/08/2023	Stepping Black Women's Group	Gayndah	Attended the new GEM program
31/08/2023	Wigton Road Concern	Gayndah	Discussion on road conditions – Wigton Rd

MAYOR LES HOTZ**AUGUST, 2023**

Date	Meeting/Function	Location	Comments
03/08/2023	Memorial Service	Monto	Memorial Service for Phillip Goody. Vietnams Veterans Vigil Service. Phillip Goody died on the 1 May 1970.
04/08/2023	Funeral Service	Gayndah	Funeral Service for Ashley Cobbo.
05/08/2023	Funeral Service	Monto	Funeral Service for Fredrick Dahtler.
16/08/2023	Local Government Elected Member Update 2023	Gayndah	Local Government Association Queensland officers presented an update.
17/08/2023	Burnett State College and Mundubbera State College Mock Interviews	Mundubbera	Councillors Payne, Dingle, Giddins and self attended mock interviews for students.
21/08/2023	Funeral Service	Eidsvold	Funeral Service for Alex Pointon.
22/08/2023	Meeting with Rural Fire Services	Bundaberg	Rural fire brigade controlled burns surrounding townships.
23/08/2023	Community Session with Councillors	Monto	Meeting regarding trees in Lister Street, Monto with community members and Council officers.
25/08/2023	Road Inspection	Monto	Inspected Childs Road and others with Councillor Mesner and Dingle and Council officers.
27/08/2023	Monto Historical Society Meeting	Monto	Main discussion centred around Monto centenary celebrations for 2024.

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13 URGENT BUSINESS

As per the PRO-5005 Standing Order and Model Meeting Procedures, urgent business is business of such urgency that if it was deferred to the next Ordinary Council Meeting the delay could result in the Local Government, or an applicant or relevant stakeholder, being unfairly or unreasonably disadvantaged in some way.

A Councillor wishing to raise a matter of urgent business must provide a verbal report when an urgent business situation arises that does not allow time for a report to be prepared, and a summary will be included in the minutes that provides enough detail to give the reader a clear understanding of the information and advice upon which the Local Government based its deliberations.

As a general principle, all resolutions of Council should ordinarily only be made when Councillors have been given a written report with a recommendation and have had sufficient time to understand the issues involved before making a decision.

Having regard to the above, should a Councillor wish to raise a matter of urgent business, the Councillor must 'move' the following motion and another Councillor is required to 'second' the motion before a verbal report is heard.

Mover:

Seconder:

That the [insert matter] be tabled as an Urgent Matter of Business so that it may be considered by Council.

For:

Against:

14 CONFIDENTIAL REPORTS**OFFICERS RECOMMENDATION**

That Council considers the confidential report(s) listed below in a meeting closed to the public in accordance with Section 275(1) of the *Local Government Regulation 2012*:

14.1 Regional Housing Limited - Rescission Motion

This matter is considered to be confidential under 254J - 254J(3)(g) of the Local Government Regulation, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government.

14.2 Reginald Murray Williams Australian Bush Learning Centre - Rescission Motion

This matter is considered to be confidential under 254J - 254J(3)(g) of the Local Government Regulation, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government.

14.3 Burnett Inland Economic Development Organisation (BIEDO) 2023 Partnership Proposal

This matter is considered to be confidential under 254J - 254J(3)(g) of the Local Government Regulation, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government.

15 CLOSURE OF MEETING