



AGENDA

General Meeting

13 December 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 Mundubbera Boardroom on Wednesday, 13 December 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**
- 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>Carla Ulcoq</i>	<i>Gayndah</i>
<i>George Dent</i>	<i>Gayndah</i>
<i>Norma Burns</i>	<i>Gayndah</i>
<i>Leonard Ogle</i>	<i>Monto</i>
<i>Patricia Bowles</i>	<i>Monto</i>
<i>Harvey Dingle</i>	<i>Mount Perry</i>

6 DEPUTATIONS/PETITIONS

A deputation is scheduled at the commencement of the meeting regarding a community sentiment survey. The representation has been allocated 20 minutes.

Council will make time available at each General Meeting for public questions. 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 INTERES

The Mayor to call for declarations of interests.

8 CONFIRMATION OF MINUTES

8.1 MINUTES OF THE GENERAL MEETING HELD ON 22 NOVEMBER 2023

Doc Id: 1168167

Author: Marlene Carstens, Executive Assistant Works

Authoriser: Margot Stork, Chief Executive Officer

Attachments: 1. Minutes of the General Meeting held on 22 November 2023

OFFICERS RECOMMENDATION

That the Minutes of the General Meeting held on 22 November 2023 be confirmed.

**MINUTES OF NORTH BURNETT REGIONAL COUNCIL
GENERAL MEETING
HELD AT THE GAYNDAH BOARDROOM
ON WEDNESDAY, 22 NOVEMBER 2023 AT 9.00AM**

1 WELCOME/HOUSEKEEPING

The Mayor declared the meeting open at 09.03am 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: Anna Scott (Acting CEO)
Kim Mahoney (General Manager – Corporate and Community)
Allan Hull (Civil Works Manager)*
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)^
Michael Wallace (Contracts and Leasing Officer)^*
Rhys Habermann (Acting Strategic Relationships Manager)
Tegan Bauer (Executive Assistant to the Mayor)

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

3 APOLOGIES/LEAVE OF ABSENCE

As per Resolution 2023/179, it was noted that Margot Stork (CEO) is on a period of leave. Anna Scott (General Manager Works) is Acting CEO.

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>George Cross</i>	<i>Biggenden</i>
<i>Joy Duggan</i>	<i>Gayndah</i>
<i>Robbyn Slack</i>	<i>Gayndah</i>
<i>Beryl Bleys</i>	<i>Monto</i>
<i>Colin Harris</i>	<i>Monto</i>
<i>Joan Ruthenberg</i>	<i>Mundubbera</i>
<i>Mervyn (Clive) Augustine</i>	<i>Mundubbera</i>
<i>Robert Pott</i>	<i>Mundubbera</i>

6 DEPUTATIONS/PETITIONS

Nil.

7 DECLARATIONS OF INTEREST

Nil.

UNCONFIRMED

8 CONFIRMATION OF MINUTES**8.1 MINUTES OF THE GENERAL MEETING HELD ON 25 OCTOBER 2023****OFFICER'S RECOMMENDATION**

That the Minutes of the General Meeting held on 25 October 2023 be confirmed.

RESOLUTION 2023/203

Moved: Cr Dael Giddins
Seconded: Cr Michael Dingle

That the Minutes of the General Meeting held on 25 October 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 OUTSTANDING COUNCIL RESOLUTIONS REPORT****OFFICER'S RECOMMENDATION**

That Council receive the Outstanding Council Resolutions Report from 30 June 2021 to 14 November 2023.

RESOLUTION 2023/204

Moved: Cr Susan Payne

Seconded: Cr Robert Radel

That Council receive the Outstanding Council Resolutions Report from 30 June 2021 to 14 November 2023.

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

Against: Nil

CARRIED 7/0

9.2 2022-2023 ANNUAL REPORT

OFFICER'S RECOMMENDATION

That Council, pursuant to *section 182(2) of the Local Government Regulation 2012 QLD*, adopts the 2022-2023 Annual Report.

OFFICER'S RECOMMENDATION REVISED ON 22 NOVEMBER 2023

That Council, pursuant to *section 182(2) of the Local Government Regulation 2012 QLD*, adopts the 2022-2023 Annual Report, and authorise the Chief Executive Officer to make minor grammatical and/or formatting amendments to the 2022-2023 Annual Report, if required, prior to publication.

202311_1 ITEM 9.2 QON - GOOROOLABA NOT LISTED

Cr Giddins requested that Gooroolba be added to the list of villages on page 54 of the Agenda. In response, Anna Scott (Acting CEO) conveyed to Cr Giddins through the Chair, noting that the correction would be made in the Final Draft of the NBRC 2022-2023 Annual Report before its publication on the website.

RESOLUTION 2023/205

Moved: Cr Melinda Jones
Seconded: Cr Dael Giddins

That Council, pursuant to *section 182(2) of the Local Government Regulation 2012 QLD*, adopts the 2022-2023 Annual Report, and authorise the Chief Executive Officer to make minor grammatical and/or formatting amendments to the 2022-2023 Annual Report, if required, prior to publication.

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

Against: Nil

CARRIED 7/0

9.3 DRAFT LOCAL HOUSING ACTION PLAN (LHAP)

OFFICER'S RECOMMENDATION

That Council endorses the draft North Burnett Local Housing Action Plan (LHAP) for community consultation purposes.

202311_2 ITEM 9.3 QON - COMMUNITY ENGAGEMENT (LHAP)

Cr Payne requested that the details of the LHAP community engagement be advertised through the local paper and in a Mayoral release. Additionally, there should be an update for Councillors at the Workshop scheduled for 6 December on the Community Engagement approach for the LHAP. Through the Chair, Anna Scott (Acting CEO) noted that an update will be tabled at the Councillor Information Workshop.

202311_3 ITEM 9.3 QON - FUTURE REPORTS SEEKING COUNCIL ENDORSEMENT

Cr Jones requested that details of proposed community engagement activities be included in future reports where community engagement activities are noted. Through the Chair, Anna Scott (acting, CEO) stated that proposed consultation activities could be provided in future reports.

202311_4 ITEM 9.3 QON - REFERRING TO THE DWELLING SIZE

Cr Jones requested an amendment to page 188, item 5.6.1 (first point) of the Agenda of the Draft – NBRC Local Housing Action Plan (LHAP), specifying 'fit for purpose' when describing the dwelling size. Through the Chair, Anna Scott (action, CEO), acknowledged the request, stating that the LHAP will be revised accordingly.

RESOLUTION 2023/206

Moved: Cr Dael Giddins

Seconded: Cr Michael Dingle

That Council endorses the draft North Burnett Local Housing Action Plan (LHAP) for community consultation purposes.

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

Against: Nil

CARRIED 7/0

9.4 LOCAL GOVERNMENT ASSOCIATION OF QUEENSLAND ANNUAL CONFERENCE 2023 REPORT

OFFICER'S RECOMMENDATION

That Council note the report on attendance at the 2023 Local Government Association of Queensland Annual Conference.

202311_5 ITEM 9.4 QON - FUTURE AGNEDA AND REPORTS ON CONFERENCE ATTENDANCE

Cr Radel requested that future reports on conference attendance include a copy of the agenda so non-attending Councillors can raise questions about topics of interest. Through the Chair, Anna Scott (Acting CEO) noted that future reports will include both the agenda and the outcome of any motions, limited to North Burnett.

RESOLUTION 2023/207

Moved: Cr Susan Payne
Seconded: Cr Kingsley Mesner

That Council note the report on attendance at the 2023 Local Government Association of Queensland 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

The Chair tabled a additional supplementary motion.

RESOLUTION 2023/208

Moved: Cr Susan Payne
Seconded: Cr Robert Radel

A report be presented at the next Council meeting with the outcomes of the North Burnett Regional Council motions and a copy of the agenda for the 2023 Local Government Association Queensland conference to facilitate potential discussions.

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 OCTOBER 2023

OFFICER'S RECOMMENDATION

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

202311_6 ITEM 10.1 QON - ESCALATION IN UNPAID RATES, MOUNT PERRY

Cr Dingle sought clarification on the escalation in unpaid rates in Mount Perry. Through the Chair, Kim Mahoney (Corporate and Community) responded to Cr Dingle, noting that the question would be taken on notice and a response would be provided.

202311_7 ITEM 10.1 QON - REDUCTION IN INCOME FOR WASHDOWN BAYS

Cr Susan Payne referred to income on page 199 of the Agenda of the Finance Report – October 2023, highlighting a decrease of \$15k in washdown bays' income. She requested clarification on the reason behind this reduction. Through the Chair, Kim Mahoney (Corporate and Community), responded to Cr Payne, stating that the mentioned decrease was a reference to a reduction compared to the budgeted predictions. Kim Mahoney (Corporate and Community) noted that the question would be taken on notice, and a response would be provided.

RESOLUTION 2023/209

Moved: Cr Dael Giddins

Seconded: Cr Kingsley Mesner

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

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

Against: Nil

CARRIED 7/0

10.2 COMMUNITY FINANCIAL REPORT - 2022-2023**OFFICER'S RECOMMENDATION**

That Council adopts the Community Financial Report – 2022-2023 as recommended by the Audit and Risk Committee.

202311_8 ITEM 10.2 QON - COMMUNITY FINANCIAL REPORT PUBLISHED, STAND ALONE MENT

Cr Payne requested that the Community Financial Report be published on Councils website as a standalone document, in addition to being part of the Annual Report. Through the Chair, Kim Mahoney (Corporate and Community) confirmed that the Community Financial Report will be published as a stand alone document on Councils website.

RESOLUTION 2023/210

Moved: Cr Susan Payne
Seconded: Cr Robert Radel

That Council adopts the Community Financial Report – 2022-2023 as recommended by the Audit and Risk Committee.

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 DRAINAGE EASEMENT - FIELDING STREET, GAYNDAH**OFFICER'S RECOMMENDATION**

That Council resolve to grant an Easement for Drainage purposes over part of Lot 2 RP194226, in favour of the Indigenous Wellbeing Centre Ltd; pursuant to *Sections 224 (6), 236 1(b)(ii), 236 (2) of Local Government Regulation 2012.*

At 9.47am, Michael Wallace (Contracts & Leasing Officer) joined the meeting via Microsoft Teams.

RESOLUTION 2023/211

Moved: Cr Dael Giddins

Seconded: Cr Kingsley Mesner

That Council resolve to grant an Easement for Drainage purposes over part of Lot 2 RP194226, in favour of the Indigenous Wellbeing Centre Ltd; pursuant to Sections 224 (6), 236 1(b)(ii), 236 (2) of Local Government Regulation 2012.

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

Against: Nil

CARRIED 7/0

At 9.53am, Michael Wallace (Contracts & Leasing Officer) left the meeting.

11 WORKS

11.1 MOUNT PERRY STAIRS

OFFICER'S RECOMMENDATION

That Council resolves to permanently close the stairs at the front of the Mount Perry Customer Service Centre and Library.

At 9.52am, Allan Hull (Civil Works Manager) joined the meeting in person.

Through the Chair, Cr Dingle preposed a new motion.

RESOLUTION 2023/212

Moved: Cr Michael Dingle

Seconded: Cr Kingsley Mesner

Council resolve to reinstate the stairs and retaining wall in front of the Mount Perry Customer Service and Library Centre to reflect their original state. The tendered cost and estimated total project costs to be presented to Council before starting works.

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

Against: Cr Robert Radel

CARRIED 6/1

At 10.28am, Allan Hull (Civil Works Manager) left the meeting.

12 COUNCILLOR REPORTS

12.1 MAYOR AND COUNCILLORS REPORTS

OFFICER'S RECOMMENDATION

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

RESOLUTION 2023/213

Moved: Cr Kingsley Mesner

Seconded: Cr Dael Giddins

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

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

Against: Nil

CARRIED 7/0

13 URGENT BUSINESS

Nil.

14 CONFIDENTIAL REPORTS

Nil.

15 CLOSURE OF MEETING

The Meeting closed at 10.45am.

The minutes of this meeting were confirmed at the General Meeting held on 13 December 2023.

.....
CHAIRPERSON

UNCONFIRMED

8.2 MINUTES OF THE AUDIT AND RISK COMMITTEE MEETING HELD ON 29 NOVEMBER 2023

Doc Id: 1179707

Author: Kat Bright, Senior Executive Assistant to the CEO

Authoriser: Margot Stork, Chief Executive Officer

Attachments: 1. Minutes of the Audit and Risk Committee Meeting held on 29 November 2023

OFFICERS RECOMMENDATION

That the Minutes of the Audit and Risk Committee Meeting held on 29 November 2023 be noted.

**MINUTES OF NORTH BURNETT REGIONAL COUNCIL
AUDIT AND RISK COMMITTEE MEETING
HELD AT THE GAYNDAH BOARDROOM
ON WEDNESDAY, 29 NOVEMBER 2023 AT 10:00 AM**

1 WELCOME/HOUSEKEEPING

The Chair declared the meeting open at 10.00am and welcomed all attendees.

2 ATTENDEES

MEMBERS:	Peter Cochrane (Chair - Independent Member) Genevieve Dent (Independent Member) Wendy Peebles (Independent Member)^ Cr Melinda Jones (Councillor)* Cr Dael Giddins (Councillor)
STANDING INVITEES:	Margot Stork (Chief Executive Officer) Kim Mahoney (General Manager Corporate & Community) Michael Cartwright (Governance, Policy & Risk Advisor) Owen Jensen (Financial Services Manager)*
INVITEES:	Alan Flynn (Representing the QAO)^* Ben Rogers (Team Leader, Thomas Noble & Russell)^* Anna Scott (General Manager Works)^ Rhys Habermann (Acting Strategic Relationships Manager)
MINUTES:	Kath Hamilton (Executive Assistant – Corporate & Community)

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

3 APOLOGIES/LEAVE OF ABSENCE

Apologies were received for Jacques Coetzee (Signing Officer, Queensland Audit Office) and Raechel Filler (Manager, Queensland Audit Office).

4 ACKNOWLEDGEMENT OF COUNTRY

In the spirit of reconciliation, the NBRC acknowledges the Traditional Custodians of country throughout Australia and their connections to land, sea and community. We pay our respect to their Elders past and present and extend that respect to all Aboriginal and Torres Strait Islander peoples today. The Mayor extended an Acknowledgement of Country.

5 DECLARATIONS OF INTEREST

Nil.

6 CONFIRMATION OF MINUTES

6.1 MINUTES OF THE AUDIT AND RISK COMMITTEE MEETING HELD ON 12 OCTOBER 2023

OFFICERS RECOMMENDATION

That the Minutes of the Audit and Risk Committee Meeting held on 12 October 2023 be confirmed.

COMMITTEE RESOLUTION 2023/5

Moved: Cr Dael Giddins
Seconded: Cr Melinda Jones

That the Minutes of the Audit and Risk Committee Meeting held on 12 October 2023 be confirmed.

CARRIED 5/0

7 FINANCIAL REPORTING

7.1 FINANCE REPORT TO 31 OCTOBER 2023

OFFICERS RECOMMENDATION

That the Audit and Risk Committee receives the Financial Performance (as at 31 October 2023) report.

COMMITTEE RESOLUTION 2023/6

Moved: Genevieve Dent
Seconded: Wendy Peebles

That the audit and risk committee receives the financial performance (as at 31 October 2023) report.

CARRIED 5/0

ARC ACTION 6 INCLUDING AN ADDITIONAL RATIO IN THE FINANCIAL REPORT

Owen Jensen (Financial Services Manager) to include an additional ratio in the Financial Report which shows an adjustment for restricted cash.

NOTE: Moving forward, the latest Finance Report will be tabled for noting at each scheduled ARC meeting.

8 EXTERNAL AUDIT REPORTS

8.1 2022-2023 FINANCIAL AUDIT - FINAL MANAGEMENT LETTER

OFFICERS RECOMMENDATION

That the Audit and Risk Committee:

1. Receives and notes the information in the final audit management letter for the year ended 30 June 2023; and
2. Recommends Council note the final audit management letter for the General Purpose Financial Statement for the year ended 30 June 2023.

COMMITTEE RESOLUTION 2023/7

Moved: Peter Cochrane
Seconded: Cr Dael Giddins

That the Audit and Risk Committee:

1. Receives and notes the information in the final audit management letter for the year ended 30 June 2023; and
2. Recommends Council note the final audit management letter for the General Purpose Financial Statement for the year ended 30 June 2023.

CARRIED 5/0

ARC ACTION 7 ACCOUNTING TREATMENT - ASSETS AND LIABILITIES OF CONTRACTS

Owen Jensen (Financial Services Manager) to present a paper at the next ARC meeting to explain the accounting treatment for Grants.

8.2 2023 AUDIT & RISK COMMITTEE BRIEFING PAPER

OFFICERS RECOMMENDATION

That the Audit and Risk Committee receives and notes the 2023 Audit & Risk Committee QAO Briefing Paper.

COMMITTEE RESOLUTION 2023/8

Moved: Wendy Peebles
Seconded: Cr Melinda Jones

That the Audit and Risk Committee receives and notes the 2023 Audit & Risk Committee QAO Briefing Paper.

CARRIED 5/0

NOTE: Moving forward, all relevant reports from the Queensland Audit Office will be tabled at each scheduled ARC meeting.

At 10.50am Ben Rodgers (Team Leader, Thomas Noble and Russell) and Alan Flynn (Representing the Queensland Audit Office (QAO) left the meeting.

9 INTERNAL AUDIT REPORTS AND INTERNAL CONTROLS

9.1 INTERNAL AUDIT PROGRAM

OFFICERS RECOMMENDATION

That the Audit and Risk Committee:

1. Receives and notes the information in the Internal Audit Plan 2023-2024.
2. Recommends Council endorses the Internal Audit Plan 2023-2024.

COMMITTEE RESOLUTION 2023/9

Moved: Peter Cochrane

Seconded: Wendy Peebles

That the Audit and Risk Committee:

1. Receives and notes the information in the Internal Audit Plan 2023-2024.
2. Recommends Council endorses the Internal Audit Plan 2023-2024.

CARRIED 5/0

ARC ACTION 8 RISK REGISTER REVIEW

Michael Cartwright (Governance, Policy and Risk Advisor) to:

- Compare the existing risk register to ensure consistency with the summary presented in the Internal Audit Plan for 2023-2024.
- Evaluate the appropriateness of changing the title of Appendix C (page 44), specifically for "NBRC Strategic Risks", with the goal of providing clarity regarding the distinction between current and inherited risk ratings.
- Table the current Risk Register at the upcoming ARC meeting, allowing the committee an opportunity to familiarise itself with the existing strategic risks.

9.2 PROGRESS REPORT ON THE IMPLEMENTATION OF INTERNAL AND EXTERNAL AUDIT RECOMMENDATIONS

RECOMMENDATION

That the Audit and Risk Committee:

1. Receives and notes the information in the Internal and External Recommendations Status Registers as at November 2023; and
2. Recommends that Council notes the information in the Internal and External Recommendations Status Registers as at November 2023.

COMMITTEE RESOLUTION 2023/10

Moved: Cr Melinda Jones

Seconded: Cr Dael Giddins

That the Audit and Risk Committee:

1. Receives and notes the information in the Internal and External Recommendations Status Registers as at November 2023; and
2. Recommends that Council notes the information in the Internal and External Recommendations Status Registers as at November 2023.

CARRIED 5/0

10 PERFORMANCE REPORTING

10.1 2022-2023 ANNUAL REPORT

OFFICERS RECOMMENDATION

That the Audit and Risk Committee receive the 2022-2023 Annual Report.

COMMITTEE RESOLUTION 2023/11

Moved: Cr Dael Giddins

Seconded: Wendy Peebles

That the Audit and Risk Committee receive the 2022-2023 Annual Report.

CARRIED 5/0

10.2 2023-2024 (FY24) - QUARTERLY PROGRESS REPORT (Q1)**OFFICERS RECOMMENDATION**

That the Audit and Risk Committee receive the 2023-2024 (FY24) Q1 Progress Report for the period 1 July 2023 – 30 September 2023.

COMMITTEE RESOLUTION 2023/12

Moved: Peter Cochrane
Seconded: Cr Melinda Jones

That the Audit and Risk Committee receive the 2023-2024 (FY24) Q1 Progress Report for the period 1 July 2023 – 30 September 2023.

CARRIED 5/0**11 RISK MANAGEMENT REPORTS****11.1 CRIME AND CORRUPTION COMMISSION ANNUAL REPORT 2022-23****OFFICERS RECOMMENDATION**

That the Audit and Risk Committee notes the Crime and Corruption Commission Annual Report 2022-23.

COMMITTEE RESOLUTION 2023/13

Moved: Cr Melinda Jones
Seconded: Cr Dael Giddins

That the Audit and Risk Committee notes the Crime and Corruption Commission Annual Report 2022-23.

CARRIED 5/0

11.2 WORK HEALTH AND SAFETY MANAGEMENT REPORTS

OFFICERS RECOMMENDATION

That the Audit and Risk Committee:

1. Receives and notes the Work Health and Safety - 2023 Quarter 1 Report and Excessive Leave Report.
2. Receives and notes Council's WHS Management Plan 2023-2026 and WHS Policy Statement.

COMMITTEE RESOLUTION 2023/14

Moved: Wendy Peebles

Seconded: Cr Melinda Jones

That the Audit and Risk Committee:

1. Receives and notes the Work Health and Safety - 2023 Quarter 1 Report and Excessive Leave Report.
2. Receives and notes Council's WHS Management Plan 2023-2026 and WHS Policy Statement.

CARRIED 5/0

ARC ACTION 9 PERCENTAGE TARGETS FOR CORRECTIVE ACTIONS

Michael Cartwright (Governance, Policy, and Risk Advisor) to investigate and determine Council's risk appetite regarding compliance and potentially adjust the targets appropriately (page 427).

12 REGULATORY AND LEGISLATIVE COMPLIANCE REPORTS

12.1 STATUTORY COMPLIANCE AND REPORTING REGISTER

OFFICERS RECOMMENDATION

That the Audit and Risk Committee notes the Statutory Compliance and Reporting Register.

COMMITTEE RESOLUTION 2023/15

Moved: Cr Dael Giddins

Seconded: Genevieve Dent

That the Audit and Risk Committee notes the Statutory Compliance and Reporting Register.

CARRIED 5/0

At 12:27 am, Cr Melinda Jones left the meeting.

13 GOVERNANCE REPORTS

13.1 OUTSTANDING AUDIT AND RISK COMMITTEE RESOLUTIONS REPORT

OFFICERS RECOMMENDATION

That the Audit and Risk Committee receive the Outstanding Audit and Risk Committee Resolutions Report from 12 October 2023 to 14 November 2023.

COMMITTEE RESOLUTION 2023/16

Moved: Wendy Peebles
Seconded: Genevieve Dent

That the Audit and Risk Committee receive the Outstanding Audit and Risk Committee Resolutions Report from 12 October 2023 to 14 November 2023.

CARRIED 4/0

13.2 AUDIT AND RISK COMMITTEE ANNUAL WORK PLAN 2023-2024

RECOMMENDATION

That the Audit and Risk Committee:

1. Develop and adopt an Annual Work Plan for the remainder of the 2023-2024 financial year; and
2. Recommends that Council note the Audit and Risk Committee 2023-2024 Annual Work Plan.

COMMITTEE RESOLUTION 2023/17

Moved: Peter Cochrane
Seconded: Wendy Peebles

That the Audit and Risk Committee:

1. Develop and adopt an Annual Work Plan for the remainder of the 2023-2024 financial year; and
2. Recommends that Council note the Audit and Risk Committee 2023-2024 Annual Work Plan.

CARRIED 4/0

ARC ACTION 10 REVIEW OF THE RISK MANAGEMENT UPDATE REPORT

This report was originally scheduled for discussion at the current meeting as outlined in the Annual Work Plan for 2023-2024. Michael Cartwright (Governance, Policy, and Risk Advisor) to table the Risk Management Update Report at the February 2024 ARC Meeting.

13.3 REVIEW OF AUDIT AND RISK COMMITTEE POLICY AND CHARTER

The committee discussed the review of the Audit and Risk Committee Policy and Charter update should be noted by Council.

OFFICERS RECOMMENDATION

That the Audit and Risk Committee:

1. Endorse the proposed changes to the Audit and Risk Committee Policy; and
2. Endorse the proposed changes to the Audit and Risk Committee Charter.

COMMITTEE RESOLUTION 2023/18

Moved: Cr Dael Giddins

Seconded: Peter Cochrane

That the Audit and Risk Committee:

1. Endorse the proposed changes to the Audit and Risk Committee Policy; and
2. Endorse the proposed changes to the Audit and Risk Committee Charter.
3. Recommends that Council note the proposed changes to the Audit and Risk Committee Policy and Charter.

CARRIED 4/0

13.4 AUDIT AND RISK COMMITTEE SCHEDULE OF MEETINGS FOR 2024

OFFICERS RECOMMENDATION

That the Audit and Risk Committee adopt the schedule of meetings for 2024 as per the table below and recommends noting of same by Council.

Meeting Date	Meeting Commencement	Meeting Location
Thursday 15 February 2024	10.00 am	Gayndah Boardroom
Thursday 9 May 2024	10.00 am	Gayndah Boardroom
Thursday 15 August 2024	10.00 am	Gayndah Boardroom
Thursday 10 October 2024	10.00 am	Gayndah Boardroom
Thursday 14 November 2024	10.00 am	Gayndah Boardroom

COMMITTEE RESOLUTION 2023/19

Moved: Peter Cochrane

Seconded: Cr Dael Giddins

That the Audit and Risk Committee adopt the schedule of meetings for 2024 as per the table below and recommends noting of same by Council.

Meeting Date	Meeting Commencement	Meeting Location
Thursday 15 February 2024	10.00 am	Gayndah Boardroom
Thursday 9 May 2024	10.00 am	Gayndah Boardroom
Thursday 15 August 2024	10.00 am	Gayndah Boardroom
Thursday 10 October 2024	10.00 am	Gayndah Boardroom
Thursday 14 November 2024	10.00 am	Gayndah Boardroom

CARRIED 4/0

14 CONFIDENTIAL REPORTS

Nil.

7 GENERAL BUSINESS

Nil.

8 CLOSURE OF MEETING

The Meeting closed at 12.41pm.

The minutes of this meeting were confirmed at the Audit and Risk Committee Meeting held on 15 February 2024.

.....
CHAIRPERSON

9 OFFICE OF THE CHIEF EXECUTIVE OFFICER

9.1 LOCAL GOVERNMENT ASSOCIATION OF QUEENSLAND ANNUAL CONFERENCE 2023 ADDITIONAL REPORT

Doc Id: 1182528
Author: Margot Stork, Chief Executive Officer
Authoriser: Margot Stork, Chief Executive Officer
Attachments: Nil

EXECUTIVE SUMMARY

The Local Government Association of Queensland (LGAQ) Annual Conference is a pivotal gathering for Queensland's local government leaders, providing a platform for networking and strategic discussions. Following attendance at the conference, a report was presented to Council at the General Meeting in Gayndah on 22 November 2023. Council passed the below resolution:

RESOLUTION 2023/208

A report be presented at the next Council meeting with the outcomes of the North Burnett Regional Council motions and a copy of the agenda for the 2023 Local Government Association Queensland conference to facilitate potential discussions.

This additional report aims to address the specific requirements of Resolution 2023/208.

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:

3. *Prosperous Future – to ensure economic growth for future generations*

OFFICERS RECOMMENDATION

That Council note the additional report following attendance at the 2023 Local Government Association of Queensland (LGAQ) Annual Conference.

REPORT

The Agenda for the LGAQ Annual Conference, held in Gladstone from 16 October to 18 October 2023 is attached.

North Burnett Regional Council (NBRC), either independently or in collaboration with other Councils, submitted motions at the LGAQ conference (as per Resolution 2023/129 and 2023/158). The following table outlines these motions along with the outcomes of the conference vote.

Submitting Council	#	Title	Motion	Vote
NBRC	22	Dedicated regional waste infrastructure funding	<p>The LGAQ calls on the State Government to provide:</p> <ul style="list-style-type: none"> Dedicated funding to reduce the impacts of distance for regional, rural and remote councils from existing advanced waste recycling or repurposing facilities; and Additional funding for appropriate and compliant waste management services. 	Carried

Submitting Council	#	Title	Motion	Vote
NBRC	28	Simplify the regulatory processes for local gravel pits	The LGAQ calls on the State Government to simplify the regulatory processes to allow councils to utilise local gravel pits to ease supply chain pressures and to support local economic development.	Carried
NBRC	35	Funding for the implementation of practical solutions to the housing crisis	The LGAQ calls on the State Government to partner with councils to fund the implementation of practical solutions to the housing crisis, particularly experienced in regional areas, as identified under Local Housing Action Plans (LHAPs).	Carried
NBRC	44	Councillor remuneration costs across Queensland	The LGAQ calls on the State Government to take control of and meet all Councillor remuneration costs across Queensland with such payments to be adjusted to provide equity for all Councillors across the State through the provision of same pay for same work.	Lost
NBRC and Balonne Shire	54	Grant Funding for Regional, Rural and Remote Areas	The LGAQ calls on State and Federal governments to limit the co-contribution requirements for grant funding programs (including the Growing Regions Program) to 10 per cent or less, for local government areas classified as regional, rural or remote, which have limited capacity to raise or increase own source revenue outside current rating streams.	Carried
NBRC	80	Review the timings of Local Government Elections	The 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.	Lost
NBRC	89	Simplify regulatory requirements for washdown facilities	The LGAQ calls on the State Government to amend the Environmental Protection Act 1994 to simplify regulatory requirements to ensure that communities can continue to provide washdown facilities to mitigate the spread of weeds and seeds and support other biosecurity measures.	Carried
NBRC	112	Attracting professionals, skilled and unskilled LG workers to regional and remote areas	The LGAQ calls on the State and Federal governments to develop innovative programs to attract and incentivise professional, skilled and unskilled local government workers to regional and remote areas.	Carried
NBRC	139	Investment in skills training and supply chain improvements for water and wastewater treatment services	The LGAQ calls on the State and Federal governments to: <ol style="list-style-type: none"> work with local councils to identify existing skills shortages and on-the-job training opportunities for water and wastewater treatment that meet micro-credentialing requirements, and support increased investment in skills training, supply chain improvements, and initiatives to ensure the reliable delivery of potable water, wastewater collection and treatment, and other essential services. 	Carried

Submitting Council	#	Title	Motion	Vote
NBRC, South Burnett, Toowoomba, and Western Downs	140	Investment in water infrastructure projects across regional Queensland for water security	The LGAQ calls on the State and Federal governments to provide increased investment toward the construction of new and augmented water infrastructure projects across regional Queensland to improve water security and deliver long term, bulk water sources for regional communities.	Carried

CONSULTATION

The LGAQ Annual Conference Agenda (including all motions) was circulated via email to Councillors on 6 October 2023.

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

This additional report aims to address the specific requirements of Resolution 2023/208.

9.2 REVIEW OF AUDIT AND RISK COMMITTEE POLICY AND CHARTER

Doc Id: 1182840

Author: Michael Cartwright, Governance Policy and Risk Advisor

Authoriser: Margot Stork, Chief Executive Officer

Attachments:

1. Review - Draft 1109 Audit and Risk Committee Policy.docx [1178721]
2. Review - Draft Audit and Risk Committee Charter.docx [1178722]

EXECUTIVE SUMMARY

The Audit and Risk Committee (ARC) (the 'Committee') is integral to good governance and an invaluable source of independent advice for Council.

The purpose of this report is to provide Council with the proposed changes to the Audit and Risk Committee Policy, and Charter as recommended by the Audit and Risk Committee. These documents establish the framework for the Committee to oversee the efficient and effective fiduciary control of Council operations.

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 note the proposed changes to the Audit and Risk Committee Policy and Charter.

REPORT

Section 105(4) of the *Local Government Act 2009* requires that an Audit and Risk Committee:

1. Monitors and reviews -
 - the integrity of financial documents; and
 - the internal audit function; and
 - the effectiveness and objectivity of Council's internal auditors.
2. Makes recommendations to the Council about any matters that the Committee considers need action or improvement.
3. Provide independent assurance and advise Council on matters of accountability, risk management and internal control to assist Council in effectively discharging its responsibilities.
4. Review and make recommendations to Council on matters referred to the Committee.
5. Provide an oversight function on Council's overall financial performance including strategic financial policies.
6. Monitor and report on the relevance of Council's medium and long-term financial policies to Council's overall strategic direction.
7. Monitor and review strategic performance measurement criteria.

Further, Section 35 of the *Financial and Performance Management Standard 2009* requires that where an Audit Committee is established, the accountable officer or statutory body must prepare terms of reference.

To achieve the responsibilities of the Committee, the Audit Committee Policy and Charter must be reviewed and updated as needed to reflect changes to the Council's operating context, new circumstances and changing needs.

The Charter clearly articulates the Committee's role and responsibilities, composition (including size), structure and membership requirements, authority, processes and procedures. It makes clear the Committee's independence and ensures that its members between them have the accounting and financial expertise and a sufficient understanding of the industry in which the Council operates, to be able to discharge the Committee's mandate effectively.

CONSULTATION

The proposed changes were endorsed by the Audit and Risk Committee at the meeting held in Gayndah on the 29 November 2023 as per the following resolution:

[COMMITTEE RESOLUTION 2023/18]

Moved: Cr Dael Giddins

Seconded: Peter Cochrane

That the Audit and Risk Committee:

1. Endorse the proposed changes to the Audit and Risk Committee Policy; and
2. Endorse the proposed changes to the Audit and Risk Committee Charter.
3. Recommends that Council note the proposed changes to the Audit and Risk Committee Policy and Charter.

[CARRIED] 4/0

RISK IMPLICATIONS

Reputation / Political

Not Applicable.

Occupational Health & Safety (WHS)

Not Applicable.

Financial Impact

A revised Policy and Charter will have no direct impact on Council's budget.

Legal & Regulatory

Section 105 of the *Local Government Act 2009* requires large Local Governments to establish an efficient and effective internal audit function and audit committee with specific minimum responsibilities in relation to the financial integrity of the Council and the effectiveness of its internal auditors. Whilst not a large Local Government, Council acknowledges the benefits in establishing an Audit and Risk Committee.

Section 35 of the *Financial and Performance Management Standard 2009* requires that where an Audit Committee is established, the accountable officer or statutory body must prepare terms of reference.

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 primary objective of the Audit and Risk Committee is to assist Council in fulfilling its oversight responsibilities relating to accounting and reporting requirements imposed under the *Local Government Act 2009* and other relevant legislation. The Audit and Risk Committee Charter sets the principles and standards for the Audit and Risk Committee and explains the role of the Committee within Council.

Draft 1109 Audit and Risk Committee Statutory Policy



PURPOSE

- 1) Council's Audit and Risk Committee (ARC) (the 'Committee') is to operate in accordance with the requirements of the *Local Government Act 2009*, *Local Government Regulation 2012*, and the Audit and Risk Committee Charter (Attachment A).

The ~~Audit and Risk Committee~~ ARC has authority to review and make recommendations to Council on any matters within the scope of its responsibilities, as outlined in the Audit and Risk Committee Charter.

The Committee is a fundamental component of good corporate governance. It plays a key role in assisting Council to fulfil its governance and oversight responsibilities in relation to a number of areas including, financial reporting, internal control systems, risk management, legal and regulatory compliance and audit functions.

The Committee is an advisory body only and must keep Council informed of its activities.

The Committee does not diminish management or a Councillor's individual or overall responsibilities.

SCOPE

- 2) The scope of the ~~Audit and Risk Committee's~~ assurance, oversight and advisory responsibilities is outlined in the Audit and Risk Committee Charter.

DEFINITIONS

Term	Definition
Council	Means North Burnett Regional Council (NBRC)
Audit Committee	Means a committee that – <ul style="list-style-type: none"> (a) Monitors and reviews – <ul style="list-style-type: none"> i. the integrity of financial documents; and ii. the internal audit function; and iii. the effectiveness and objectivity of the local government's internal auditors; and (b) Makes recommendations to the local government about any matters that the audit committee considers need action or improvement.
Charter	A document which outlines the role, responsibilities, operational requirements and reporting obligations of the audit committee.
Independent external member	A professional, experienced individual appointed to the audit committee by Council, who is independent of Council and councillors.

POLICY

OBJECTIVES

- 3) This policy and the attached Audit and Risk Committee Charter, outline the purpose, operation and reporting obligations of the North Burnett Regional Council (Council) Audit and Risk Committee.

POLICY STATEMENT

~~Council's Audit and Risk Committee is to operate in accordance with the requirements of the Local Government Act 2009, Local Government Regulation 2012, and the Audit and Risk Committee Charter (Attachment A).~~ Local government bodies are expected to meet high standards of governance and accountability. There are a number of statutory duties, regulations, and standards relating to financial reporting, governance, and audit that Council must comply with, and an Audit and Risk Committee is best placed to oversee these requirements.

- 4) The Committee will assist Council to fulfil its responsibilities for accountability to the local community, whilst meeting the expectations of partners, regulators, and other stakeholders.

ROLES AND RESPONSIBILITIES

- 5) The ~~Audit and Risk Committee's~~ primary duties are to:
- Provide reasonable assurance that NBRC's strategic objectives are realised and achieved through effective and efficient measures within the standard framework of internal control and risk management
 - Oversee the internal audit and risk management functions to enhance NBRC's governance, internal control systems and decision-making processes
 - Monitor and review the integrity of financial documents
 - Monitor the implementation of risk management plan and strategy to ascertain that control measures are adopted to manage significant operational risks
 - Promote transparency, integrity and ethical conduct within NBRC
 - Ensure that adequate resources are allocated for the efficient and effective performance of internal audit and risk management functions.

APPLICABLE LEGISLATION AND REGULATION

- 6) Applicable legislation and regulation:
- Local Government Act 2009*
 - Local Government Regulation 2012*
 - Financial Accountability Act 2009*

RELATED DOCUMENTS

- 7) Related documents are:
- Attachment A – Audit and Risk Committee Charter
 - 1110 Internal Audit Policy
 - 1176 Fraud and Corruption Prevention Policy
 - 2213 Enterprise Risk Management Policy

RESPONSIBLE OFFICER

Chief Executive Officer

REVIEW DATE

[To insert date] (Standard four year term)

It is the responsibility of the Office of the CEO to monitor the adequacy of this policy and implement and approve appropriate administrative changes. This policy will be formally considered by Council every four (4) years or as required at law.

REVISION HISTORY

Version	Meeting	Approval Date	History
1	General Meeting	8 April 2008	New Policy
2	Policy and Planning	7 June 2011	Revised
3	Policy and Planning	2 October 2012	Revised
4	General Meeting	15 December 2015	Revised

5	General Meeting	15 August 2018	Revised
6	General Meeting	28 September 2022	Revised
7	General Meeting	<TBA>	Revised

DRAFT

Audit and Risk Committee Charter



Audit and Risk Committee Charter

~~AUGUST 2022~~ November 2023

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1. PURPOSE

This charter sets out the objectives, authority, responsibilities, composition, tenure, reporting and administrative arrangements associated with the Audit and Risk Committee (ARC) (the 'Committee') of the North Burnett Regional Council (Council).

2. LEGISLATIVE MANDATE

The ARC ~~Audit and Risk Committee~~ is an advisory Committee of Council, established and governed in accordance with the *Local Government Act 2009* and *Local Government Regulation 2012*, which require each local government to establish an efficient and effective internal audit function and that each large local government must establish an Audit Committee.

3. OBJECTIVE

The primary objective of the ARC ~~Audit and Risk Committee~~ is to promote good corporate governance through the provision of independent assurance, oversight and advice to Council and the Chief Executive Officer on matters relating to fraud and corruption control, risk management, internal control, governance, compliance, audit, financial statement preparation and financial management.

4. SCOPE

The scope of the Committees ~~Audit and Risk Committee~~ responsibilities under this charter include the operations and activities of the Council ~~and its controlled entities~~.

5. AUTHORITY

The Committee ~~Audit and Risk Committee~~ has authority to review and make recommendations to Council on any matters within its scope of responsibility as outlined in this charter. In doing so the Committee is empowered to:

- seek any information it requires from management and staff and controlled entities, all of whom are required to cooperate with the Committee's requests
- meet and discuss matters with Council officers, internal auditors and external auditors as required
- seek resolution of any disagreements between management and auditors regarding audit matters and the financial statements
- request the attendance of any employee, including the Chief Executive Officer, at formal Committee meetings.

6. INDEPENDENCE

As an advisory Committee of Council, the ARC ~~Audit and Risk Committee~~ is independent of management and does not have any executive powers, delegated responsibility, or authority to implement actions over which management has responsibility. The Committee needs to liaise closely with management and internal and external auditors to carry out its responsibilities.

The Committee will be provided with adequate resources in order to fulfil its oversight responsibilities.

Whilst the primary responsibility for financial and other reporting, internal control and compliance with laws, regulations and ethics within Council rest with management, the Audit and Risk Committee exercises a monitoring, oversight, review and advisory role.

7. REPORTING LINE

The ~~Audit and Risk Committee~~ through the Chair will report to Council.

8. COMPOSITION

~~Local Government Regulation 2012~~ section 210 requires the composition of the Audit Committee to consist of at least three and no more than six members and include:

- at least one Councillor but no more than two Councillors nominated by Council; and
- between one and four independent external members as determined by Council.

Council may resolve from time to time to change the composition of the ~~Audit and Risk~~ Committee.

The members, taken collectively, should have a broad range of skills and experience relevant to the Committee's responsibilities. At least one member will have significant accounting or related financial management experience with an understanding of accounting and auditing standards in a public sector environment.

The Chief Executive Officer cannot be a member of the Audit and Risk Committee, but is a standing invitee to Committee meetings, as are Council's ~~nominated~~ General Manager Corporate and Community, Manager Financial Services, Manager Strategic Relationships and Governance Policy and Risk Advisor.

Other management and staff may be invited to attend meetings as required.

A representative of the Queensland Audit Office (and/or its nominated contracted audit firm) ~~will~~ may be invited to attend meetings of the Committee to contribute where relevant and appropriate.

9. APPOINTMENT AND TENURE

~~Local~~ Councillor members will generally be appointed to the Committee for the full Council term unless otherwise determined by Council.

~~Independent~~ External members will be recruited via a publicly advertised merit-based selection process and will be appointed for the period determined by Council - generally between two and four years. Appointments of external members to the Committee will be staggered to ensure appropriate continuity and succession planning.

External members may be recommended for appointment for subsequent terms following a review of their performance by the Chief Executive Officer and discussion with the Chair of the Committee. External members ~~generally~~ may serve on the Committee for up to a maximum of two Council terms (8 years), unless otherwise determined by Council.

Remuneration of external independent members of the Committee is set by Council in recognition of the skills and experience, time commitment and responsibilities assumed and required to fulfil the role.

Current remuneration is as follows:-

- Independent Audit and Risk Committee Member - \$750.00 (Per Meeting) plus reimbursement of mileage from the Members home address to location of the meeting, return.
- Audit and Risk Committee Chair - \$1,250.00 (Per Meeting) plus reimbursement of mileage from the Members home address to location of the meeting, return..

Milage will be calculated on the [Cents per kilometre method at the rate published by the Australian Taxation Office \(ato.gov.au\)](#) for travel within that financial year

10. CHAIR

Council will nominate one of the independent external members as the Committee Chair. The Chair will receive additional remuneration as determined by Council in recognition of the additional time and responsibilities associated with this role.

Appointment to the position of Chair may be rotated so as to ensure appropriate continuity and succession planning.

11. COMMITTEE RESPONSIBILITIES

The Audit and Risk Committee will provide oversight, monitoring, review and advisory activities in the following responsibility areas:

11.1 Financial Statements and Reporting

- Monitor and assess progress against agreed financial statement preparation and auditing milestones.
- Review Council's draft annual financial statements (including draft financial sustainability statements) prior to their provision to the external auditors including for compliance with relevant accounting standards and other relevant policies.
- Monitor and review asset revaluation programs, processes, policies, activities and outcomes including the quality and timeliness of preparation.
- Review significant accounting and reporting issues, including complex or unusual transactions and highly judgmental areas, and recent professional and regulatory pronouncements, and understand their impact on the financial statements.
- Monitoring management's readiness/planning for forthcoming changes in accounting standards.
- Provide guidance to management in relation to the simplification and readability of Council's financial statements.
- Review with management and the external auditors any significant adjustments or changes between draft and final financial statements.
- Review Council's final financial statements (including final financial sustainability statements) and provide advice to the Chief Executive Officer on whether appropriate action has been taken in response to audit recommendations and adjustments.
- Recommend the signing of the draft financial statements by the Mayor and Chief Executive Officer.
- Review with management and the external auditors all matters required to be communicated to the Committee under generally accepted auditing Standards.
- Satisfy itself about the adequacy of key internal controls supporting the timeliness and integrity of Council's financial statement preparation process.
- Consider management representations made in accordance with Council's Management Representation Policy.
- Consider the processes in place designed to ensure that financial information included in Council's annual report is consistent with the signed financial statements.
- Review the draft annual report before release and consider the consistency of financial information being reported.
- Review, evaluate and provide advice on Council's significant accounting and financial management policies including any substantive changes to these policies.
- ~~Overview the process of preparation of Council's controlled entities' financial statements to ensure an efficient process is undertaken and that such financial statements comply with relevant accounting standards and legislation.~~
- ~~Encourage the Council's controlled entities to adopt consistent financial reporting approaches and statements.~~

- ~~• Receive and review reports issued by the Queensland Audit Office (or its nominated contractor) in relation to Council's controlled entities and monitor any required actions arising.~~
- ~~• Monitor policies, processes and activities for the creation and cessation of controlled entities including any transfer/transition of functions between such entities and consequent implications for financial reporting.~~

11.2 External Audit

- Review the external auditor's proposed audit scope, approach and client strategy for the ensuing year, including coordination of audit effort with internal audit.
NB: The Council's external auditors are the Queensland Audit Office (QAO) or its nominated contractors.
- Review the external auditor's closing reports, long form audit reports and observation reports relating to Council's interim and final audit and monitor management's responsiveness to external audit recommendations and the timeliness of implementation of agreed actions with particular emphasis given to recommendations where a Significant Deficiency has been identified.
- Provide input and feedback on financial statement and performance audit coverage proposed by external audit and provide feedback on the audit services provided.
- Monitor the undertaking of QAO Performance Audits where Council is a participant in that audit.
- Review Auditor-General observation reports issued to Council's controlled entities and monitor management's responsiveness in addressing recommendations.
- As required, meet separately with the external auditors to discuss any matters that the Committee or external auditors believe should be discussed.
- Monitor and review the effectiveness, independence, and objectivity of Council's external auditors.
- Provide advice to the Chief Executive Officer on action to be taken on significant issues raised in relevant external audit reports or better practice guides.
- Monitor sector wide Auditor-General reports, including management's response to those with relevant observations and recommendation for Council.

11.3 Internal Audit

- Contribute to the development of internal audit plans and resourcing through participation in annual planning workshops.
- Review and if appropriate, endorse the risk-based annual Internal Audit Plan and three-year Strategic Audit Plan prepared by the Internal Audit Unit, and monitor implementation of the Internal Audit Plan and approve any changes thereto.
- Assess opportunities to support the development, review and oversight of the internal control environment by identifying appropriate business improvement activities.
- Monitor and assess the adequacy of the activities, staffing and resource levels, independence and organisational placement of the internal audit function.
- Review internal audit progress reports for the current and preceding financial years and monitor management's progress and timeliness in addressing audit recommendations and actions.
- Monitor and assess the effectiveness of the internal audit function, with reference to the Institute of Internal Auditors' International Professional Practices Framework for Internal Auditing.
- Review internal audit reports and provide advice to the Chief Executive Officer on significant issues identified in audit reports and action to be taken, including identification and dissemination of good

practice.

- As required, meet separately with the Governance Policy and Risk Advisor to discuss any matters that the Committee or Internal Audit Unit believe should be discussed.
- Review the Internal Audit Charter, resources, and budget annually such that the Charter maintains and enforces Internal Audit's independence from management.

11.4 Governance and Internal Controls

- Monitor management's approach to maintaining an effective internal control framework, including external parties such as contractors, suppliers, business partners and advisers.
- Consider how management identifies any required changes to the design or implementation of key internal controls.
- Monitor whether management has taken steps to embed a culture that promotes the proper use of Council resources and is committed to ethical and lawful behaviour.
- Understand the scope of internal and external auditors' review of internal controls, and obtain reports on significant findings and recommendations, together with management's responses including the timeliness of implementation of agreed actions.
- Review and consider the relevance of better practice guidance and reports released by external review agencies.
- Recommend governance and internal control improvements for management consideration.

11.5 Fraud and Corruption Control

- Contribute to the identification or potential fraud and corruption matters and possible mitigation and/or management strategies.
- Monitor and assess whether management has in place a current and comprehensive fraud and corruption control strategy, including Council's policy, plan, actions and targets together with self-assessment tools.
- Monitor the process of developing and implementing fraud and corruption control arrangements including mechanisms in place to identify, assess and manage fraud and corruption risks.
- Consider reports on fraud and/or corruption that outline any identified allegations of fraud and/or corruption, the status and/or outcomes of significant investigations and any changes to identified fraud and/or corruption risk profiles.
- Assess whether there are adequate responsibility structures in place, with roles, responsibilities and accountabilities clearly defined.
- Assess the adequacy of fraud and/or corruption reporting systems and reporting to capture, monitor and report on fraudulent and/or corrupt activities including Public Interest Disclosures in an efficient, effective and timely manner.

11.6 Risk Management

- Monitor whether management has in place a current and comprehensive enterprise risk management framework and associated procedures for effective identification, assessment, management and reporting of key business and financial risks.
- Consider whether a sound and effective approach has been followed in managing key risks including those associated with major projects, programs, services and activities, major economic, social and health events.
- Consider reports on changes in the corporate and directorate risk profile, including consideration of emerging risk areas.

- Consider whether a sound and effective approach has been followed in establishing business continuity planning and disaster management arrangements, including whether business continuity and disaster recovery plans have been periodically updated and tested.
- Consider risk and probity matters associated with significant procurement activities.
- Consider opportunities which have been identified to improve the efficiency and effectiveness of the Council's operations.
- Consider factors and risks affecting the effectiveness of Council operations, for example, supply chain issues, culture across the organisation, no. of vacancies, etc.

11.7 Legislative and Policy Compliance

- Consider whether management has in place an overall compliance and accountability framework together with relevant policies and procedures which reflect legislative, regulatory and policy requirements, and that these are periodically reviewed and updated.
- Monitor the effectiveness of the system and structure for ensuring compliance with laws and regulations, with particular focus on the Local Government Act and other legislative requirements relevant to the Audit and Risk Committee's areas of focus.
- Monitor the effectiveness of regulatory and compliance activities associated with the Council's democratically elected representatives.
- Review the findings of any examinations by external regulatory agencies and monitor management's implementation of improvement recommendations including timeliness of implementation.
- Monitor the process for communicating the code of conduct to Council personnel and to external parties where appropriate, and for monitoring compliance therewith.
- Obtain and review regular updates from management regarding compliance matters.
- Consider whether management has appropriately considered legal and compliance risks as part of Council's enterprise risk management plan.
- Monitor compliance with relevant regulations for Council's activities including statutory regulations for Council's controlled entities.

12. MEMBER RESPONSIBILITIES

Members of the Committee are required ~~expected~~ to observe the legal requirements of the *Local Government Act 2009*, and the *Local Government Regulation 2012*.

Members are required ~~expected~~ to at all times:

- Act in the best interest of Council.
- Apply ~~good~~ analytical skills, objectivity and judgement.
- Monitor external environments to identify and raise matters which are of relevance to the work and responsibilities of the Committee.
- Maintain confidentiality of information and documentation considered by the Committee.
- Participate by expressing opinions constructively and openly, raise issues that relate to the Committee's responsibilities and pursue independent lines of enquiry.
- Contribute the necessary time required to review agenda papers prior to attending meetings.

13. REPORTING

Following each meeting of the Committee a report (minutes) is to be provided to the next Council meeting round, outlining the:

- matters reviewed by the Committee
- recommendations to Council relating to the matters reviewed by the Committee
- any additional recommendations that the Committee wishes to bring to the attention of Council.

Consistent with the Local Government Regulation 2012 (Chapter 8, Part 2) this non- confidential report is tabled and discussed in an open session of Council.

Upon receipt of the Auditor-General's certification of Council's financial statements each year, the Committee will present a written annual report to Council on the operation and activities of the Committee, including such matters as:

- A summary of work the Committee performed in the discharge of its responsibilities during the preceding year.
- A summary of Council's progress in addressing the findings and recommendations made in internal and external audit and Auditor-General reports to parliament.
- The outcomes of the external auditor's report on the financial statements of the Council and its controlled entities and subsequent inclusion in the Council's Annual Report.
- An assessment of Council's risk, control and compliance framework, including details of any significant emerging risks and issues or legislative changes affecting Council.
- Details of meetings, including the number of meetings held during the relevant period, and the number of meetings each member attended.

The Chair will attend Council to present the annual report of the Audit and Risk Committee.

The Committee may, at any time, report to the Chief Executive Officer on any other matter it deems of sufficient importance.

14. ADMINISTRATIVE ARRANGEMENTS

14.1 General

The Committee will maintain and update an Audit and Risk Committee Forward Meeting Schedule that includes the dates, location and proposed agenda items for each meeting for the forthcoming year to demonstrate how it intends to discharge its responsibilities under this Charter.

14.2 Meetings

- 14.2.1 The Committee will meet at least four times a year, with authority to convene additional meetings as required to consider financial statement and annual planning matters.
- 14.2.2 Meetings are closed to the public due to the sensitive nature of items that are considered by the Committee. Information disclosed to members of the Committee is confidential to the Committee.
- 14.2.3 Council management may be invited by the Audit and Risk Committee to attend meetings, as and when required, to discuss any item affecting their respective roles.

14.3 Attendance at Meetings and Quorums

A quorum of the Audit and Risk Committee meeting will be four members of the Committee. If the Chair is absent, the member chosen by the members present as Chair for the meeting presides.

14.4 Agenda Papers and Minutes

~~A quorum of the Audit and Risk Committee meeting will be four members of the Committee. If the Chair is absent, the member chosen by the members present as Chair for the meeting presides.~~

- 14.4.1 Meeting agendas will be prepared and provided to members one week in advance of each meeting. The Chair of the Committee will be given the opportunity to contribute to the development of the agenda.
- 14.4.2 Minutes of Committee meetings will be reviewed and signed-off by the Chair and circulated within two weeks of the meeting to each member ~~and Committee observers, as appropriate.~~ Notes of actions arising will be maintained with appropriate timelines.
- 14.4.3 Meeting agendas are deemed confidential due to the sensitive nature of the items that are included in the papers.
- 14.4.4 The Committee will provide Council with a written report (minutes) about the matters reviewed at each meeting and the Committee's recommendations about the matters as soon as practicable after the meeting.
- 14.4.5 Council's Executive Support staff ~~Corporate Assurance Branch~~ will provide secretariat support to the Committee.

14.5 Conflicts of Interest

~~A quorum of the Audit and Risk Committee meeting will be four members of the Committee. If the Chair is absent, the member chosen by the members present as Chair for the meeting presides.~~

- 14.5.1 Members of the Committee are required to provide declarations declaring any potential or actual conflicts of interest or related parties they may have in relation to their responsibilities. Initial declarations will be recorded in the minutes of the relevant meeting.
- 14.5.2 As they arise between meetings, or at the beginning of each Committee meeting, members are required to declare any new or changed potential or actual conflicts of interest or related parties that may apply to specific matters on the meeting agenda.
- 14.5.3 Where there is an actual, potential or perceived conflict of interest or where it may be otherwise required and as agreed by the other members of the Committee present, the member will be excused from the meeting or from the Committee's consideration of the relevant agenda item(s). Details of potential or actual conflicts of interest declared by members and action taken will be appropriately recorded.

14.6 Performance Review and Assessment

The Chair of the Audit and Risk Committee, in consultation with the Chief Executive Officer, will initiate a review of the performance of the Committee at least annually.

14.7 Induction of New Members

~~A quorum of the Audit and Risk Committee meeting will be four members of the Committee. If the Chair is absent, the member chosen by the members present as Chair for the meeting presides.~~

- 14.7.1 New members of the Audit and Risk Committee will be provided with induction material to allow the members to familiarise themselves with the organisation and to facilitate their understanding of its principal operations and activities, corporate governance arrangement, corporate practices and culture.
- 14.7.2 New members will receive relevant information and briefings upon their appointment to assist them to understand and meet their responsibilities under this Charter. Further training may be made available if required.

14.8 Review of Charter

~~A quorum of the Audit and Risk Committee meeting will be four members of the Committee. If the Chair is absent, the member chosen by the members present as Chair for the meeting presides.~~

- 14.8.1 Every two years, (or as necessary) due to Council, legislative and regulatory changes, the The Committee will review and confirm the appropriateness of the Audit and Risk Committee Charter every 2 years, or at any other time considered to be necessary.
- 14.8.2 Any substantive changes to the charter will be recommended by the Committee for consideration and, if appropriate, adoption by Council.
- 14.8.3 The Chief Executive Officer will continue to monitor the Charter and is authorised to make administrative changes where appropriate to ensure consistency with Council operations.

15. RELATED DOCUMENTS

Documents
Audit and Risk Committee – Forward Meeting Schedule

16. RESPONSIBLE OFFICER

General Manager Corporate and Community Chief Executive Officer

17. REVIEW DATE

It is the responsibility of the Office of the CEO to monitor the adequacy of this Charter and implement and approve appropriate administrative changes.

This Charter, in conjunction with the Policy, will be formally considered by Council every four (4) years or as required at law.

REVISION HISTORY

Version	Meeting	Approval Date	History
1	General	28 September 2022	New
2	General	<TBA>	Revised

9.3 AUDIT AND RISK COMMITTEE ANNUAL WORK PLAN 2023-2024

Doc Id: 1183577

Author: Kat Bright, Senior Executive Assistant To The CEO

Authoriser: Margot Stork, Chief Executive Officer

Attachments: 1. Audit and Risk Committee Annual Work Plan 2023-2024 [1180016]

EXECUTIVE SUMMARY

An annual work plan provides a concise overview of the planned activities and reporting requirements of the Audit and Risk Committee for a specific fiscal or calendar year.

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 note the Audit and Risk Committee 2023-2024 Annual Work Plan, as recommended by the Audit and Risk Committee.

REPORT

During the Audit and Risk Committee meeting held on 12 October 2023, a plan for the remaining portion of the 2023-2024 financial year was established. The following resolution was passed:

[COMMITTEE RESOLUTION] [2023/17]

Moved: Peter Cochrane

Seconded: Wendy Peebles

That the Audit and Risk Committee:

1. Develop and adopt an Annual Work Plan for the remainder of the 2023-2024 financial year; and
2. Recommends that Council note the Audit and Risk Committee 2023-2024 Annual Work Plan.

[CARRIED] 4/0

The plan, developed in collaboration with Committee Members and Councils Executive Leadership Team, signifies the committees focus on strategic priorities and commitment to proactive regulatory compliance and reporting requirements throughout the year.

CONSULTATION

The Annual Work Plan was developed in consultation with the Committee Members, Council's Executive Leadership Team and the Financial Services Manager.

RISK IMPLICATIONS

Reputation / Political

Not having an annual work plan can pose significant reputational risks for Council. Reputation is a critical asset for any business, and a lack of planning and direction can lead to negative perceptions among stakeholders, employees, and the public.

Financial Impact

Audit and Risk Committee costs including internal audit programming are included in Council's annual budget.

Legal & Regulatory

An annual work plan demonstrates that Council takes a proactive approach to regulatory and legal compliance, which can help minimise legal risks and maintain a positive reputation. Regularly reviewing and updating the plan is essential to staying current with evolving regulations and maintaining a strong compliance posture.

KEY MESSAGE

Having a well-structured annual work plan will help the Audit and Risk Committee stay focused on their strategic priorities and reporting requirements throughout the year.

AUDIT AND RISK COMMITTEE ANNUAL WORK PLAN

Adopted by the ARC on 29/11/2023 as per Committee Resolution 2023/17 (Doc ID: 1180016)

Key Responsibilities	Considerations	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Financial Reporting	Review Financial Position Report (most recent monthly report)		Each Meeting			Each Meeting			Each Meeting			Each Meeting	
	Review Annual Infrastructure Valuation Methodology Report								Annually				
	Review Annual Infrastructure Valuation Report											Annually	
	Review Financial Reporting Timetable / Plan								Annually				
	Review Pro-Forma Annual Financial Statements											Annually	
	Review draft Annual Financial Statements		Annually										
	Review final Annual Financial Statements				Annually								
	Review Annual Budget		Annually										
	Review of Capital Expenditure Budget		Annually										
	Review of Long-Term Financial Plan		Annually										
External Audit (EA)	Review EA 'Client Service Plan' (inc. audit timetable, staffing and audit fee)								Annually				
	Review EA Report on Annual Financial Statements (inc. clearance & management cert)				Annually								
	Review all EA Reports/Reviews/Evaluations (as required)		Each Meeting			Each Meeting			Each Meeting			Each Meeting	
	Chair and Independent Members to meet with EA					Annually							
Internal Audit (IA) and Internal Controls	Review Annual Management Report of Internal Policies and Procedures Review								Annually				
	Review draft Internal Audit Program					Annually							
	Review Progress Report on the Implementation of Internal and External Audit Recommendations		Each Meeting			Each Meeting			Each Meeting			Each Meeting	
Performance Reporting	Review draft Annual Report				Annually								
	Review Quarterly Progress Report (most recent update on Council's progress, performance & operational outcomes)		Quarterly			Quarterly			Quarterly			Quarterly	
Risk Management	Review the Risk Management Framework (inc. Business Continuity Plan, Disaster Recovery, Cyber Threats, etc.)					Annually							
	Review the Workplace, Health & Safety Management Report		Each Meeting			Each Meeting			Each Meeting			Each Meeting	
	Review the Risk Management Update Report					Twice Yearly						Twice Yearly	
	Review Financial Risks & Management Report											Annually	
	Review Annual Insurance Renewal Activity Report											Annually	
Regulatory and Legislative Compliance	Review Legislative Compliance Timetable / Plan											Annually	
	Review Compliance Register Report								Annually				
Governance	Review Fraud & Corruption Control Plan					Twice Yearly						Twice Yearly	
	Review Fraud Report (as required)		Each Meeting			Each Meeting			Each Meeting			Each Meeting	
	Review Charter and Annual Work Plan					Annually							
	Establish a Schedule of Meetings					Annually							
	Review Effectiveness of Committee and Member Performance		Bi-Annually										
	Review Related Party Disclosure/s								Bi-Annually				
	ARC Chair to table a Report to Council annually (or as required)											Annually	
	Confirm the Minutes of the Previous Meeting		Each Meeting			Each Meeting			Each Meeting			Each Meeting	

Activities established from responsibilities outlined in the Charter.

Audit Committee Meeting
 Major focus of meeting

9.4 AUDIT AND RISK COMMITTEE SCHEDULE OF MEETINGS FOR 2024**Doc Id:** 1183621**Author:** Kat Bright, Senior Executive Assistant To The CEO**Authoriser:** Margot Stork, Chief Executive Officer**Attachments:** Nil**INTRODUCTION/BACKGROUND**

The purpose of this report is to table the Audit and Risk Committee schedule of meetings for 2024 including the date, time, and location of meetings.

Meeting Date	Meeting Commencement	Meeting Location
Thursday 15 February 2024	10.00 am	Gayndah Boardroom
Thursday 9 May 2024	10.00 am	Gayndah Boardroom
Thursday 15 August 2024	10.00 am	Gayndah Boardroom
Thursday 10 October 2024	10.00 am	Gayndah Boardroom
Thursday 14 November 2024	10.00 am	Gayndah Boardroom

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 note the Audit and Risk Committee schedule of meetings for 2024 as recommended by the Audit and Risk Committee.

OFFICER COMMENTS/CONCLUSION

As outlined in the Charter, the Audit and Risk Committee (Committee) will maintain and update a Committee Forward Meeting Schedule that includes the dates, location and proposed agenda items for each meeting for the forthcoming year to demonstrate how it intends to discharge its responsibilities under the Charter.

The schedule was adopted by the Audit and Risk Committee at the meeting held on 29 November 2023 as per the following resolution:

COMMITTEE RESOLUTION [2023/19]

Moved: Peter Cochrane

Seconded: Cr Dael Giddins

That the Audit and Risk Committee adopt the schedule of meetings for 2024 as per the table below and recommends noting of same by Council.

Meeting Date	Meeting Commencement	Meeting Location
Thursday 15 February 2024	10.00 am	Gayndah Boardroom
Thursday 9 May 2024	10.00 am	Gayndah Boardroom
Thursday 15 August 2024	10.00 am	Gayndah Boardroom
Thursday 10 October 2024	10.00 am	Gayndah Boardroom
Thursday 14 November 2024	10.00 am	Gayndah Boardroom

[CARRIED] 4/0

Meeting Dates

As per Section 14.2.1 of the Charter, the committee will convene at a minimum of four (4) times annually, with the authority to schedule additional meetings as necessary to address financial statement and annual planning matters. It was agreed that the Committee will hold five (5) meetings per year. This adjustment aligns with the Committees Annual Work Plan and aims to ensure a balanced distribution of agenda items across all meetings.

Furthermore, the meeting dates have been carefully aligned with the Council General Meeting schedule for 2024 which allows for effective planning and preparation of relevant materials and adheres to Councils standard reporting cadence.

It was the decision of the Committee to hold meetings on a Thursday.

Meeting Times

It was the decision of the Committee to commence each meeting at 10:00am AEST. This timing was selected to accommodate the Committee's collective preferences and optimise attendance.

Meeting Locations

It was the decision of the Committee to hold meetings in a single location being the Boardroom in Gayndah. This location was selected considering both connectivity and the convenience of Committee Members.

CONSULTATION

The schedule was discussed with the Committee.

RISK IMPLICATIONS**Reputation / Political**

Establishing a schedule of meetings ensures that there is regular oversight and monitoring of key functions such as financial reporting, risk management, and compliance.

Occupational Health & Safety (WHS)

Consideration has been given to the occupational health and safety requirements of Council towards staff and Members when proposing the meeting schedule.

Financial Impact

Council maintains a low-risk appetite for decisions that have a significant negative impact on Council's long-term financial sustainability.

The Committee Schedule of Meetings for 2024 will have no material impact on Council's financial position.

Legal & Regulatory

Well-structured Committee meetings will assist Members in achieving informed conclusions that are derived from analysis and constructive debate. The Audit Committee Meeting Schedule is to help plan the Committee's annual activities and meeting agendas.

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 Audit and Risk Committee schedule of meetings for 2024 is for noting by Council as recommended by the Committee.

10 CORPORATE AND COMMUNITY

10.1 DEVELOPMENT APPLICATION - MATERIAL CHANGE OF USE - SERVICE STATION AND OPERATIONAKL WORK - ADVERTISING DEVICE AT CAROLINE STREET / ISIS HIGHWAY (BETWEEN FREDERICK AND JOHN STREETS) BIGGENDEN

Doc Id: 1182685

Author: Lyn McLeod, Development Officer

Authoriser: Margot Stork, Chief Executive Officer

Attachments:

1. Common Material.docx [1182479]
2. Service Station proposal plans.pdf [1180782]
3. Landscape Concept Plan.pdf [1180784]
4. Detailed assessment against Planning Scheme Codes.pdf [1182489]
5. Economic Impact Assessment Report.pdf [1183496]
6. Engineering Report - amended.pdf [1183497]
7. Traffic Impact Assessment - amended.pdf [1183494]
8. Noise Impact Assessment.pdf [1183499]
9. Decision Notice.docx [1180787]
10. Summary of Submissions.docx [1180788]

EXECUTIVE SUMMARY

Council has received a properly made development application from SJS Fuels Pty Ltd C/- Project Urban for a Material change of use—Service station and Operational work—Advertising device under the planning scheme. The subject land is at John Street, Caroline Street, and Frederick Street, Biggenden QLD 4621 (described as Lot 11 on B4469 and Lot 21 on B4469).

The application seeks a development permit for a Material Change of Use of premises that is impact assessable under the planning scheme. The Material Change of Use requires assessment against the assessment benchmarks (to the extent relevant) provided by Section 45(5) of the *Planning Act 2016* and any matters prescribed by regulation. Operational work would otherwise be code assessable but is part of the impact assessable application. The *Development Assessment Rules* set out the procedural requirements Council must follow in the development assessment process.

The applicant carried out public notification about the application in accordance with Part 4 of the *Development Assessment Rules* and for a period of no less than 15 business days from 15 September 2023 until 6 October 2023. Council received five properly made submissions and one submission that was not properly made. Matters raised in the submissions have been addressed in the assessment of the development application or in recommended conditions.

The procedural requirements set out by the *Development Assessment Rules* to enable Council to decide this application have been fulfilled—including a response by the applicant to an Information Request issued by Council, public notification about the application and receipt of a referral agency response. The proposed development, while conflicting with the purpose of the General residential zone in the planning scheme, warrants approval having regard to other relevant matters as permitted in s45 of the *Planning Act 2016*—there is an economic, community and planning need. for the proposed use, and there are no suitably zoned and located alternative sites

Applicant:	SJS Fuels Pty Ltd
Land description:	Lot 11 on B4469 and Lot 21 on B4469
Site area:	4046 m ²
Zone/Precinct:	General residential zone
Overlays:	None applicable
Strategic framework	Biggenden is identified as a local centre

Proposal:	<ul style="list-style-type: none"> • Material Change of Use—Service Station; and • Operational Work—Advertising Devices
Proposal Assessment category:	Impact Assessable
Properly made date:	4 May 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:

2. *Sustainable Communities – to retain population and attract investment*

OFFICERS RECOMMENDATION

That Council:

1. Approve a Material Change of Use for a Service Station and Operational Work for Advertising Devices on land situated at John Street, Caroline Street, and Frederick Street, Biggenden, (described as Lot 11 on B4469 and Lot 21 on B4469) subject to relevant or reasonably required conditions.
2. Provide the decision notice to the applicant as required by section 63 Notice of decision, of the *Planning Act 2016*.

REPORT

Proposed Development

The applicant proposes to establish a Service Station which would operate between the hours of 5am and 8pm, seven days a week. This application also includes a Development Permit for Operational Works for Advertising Devices. The development application and related documentation is on Council's website as 'common material'. Attachment 1 provides links to the common material.

The development application follows pre-lodgement meetings and other communications from early 2022, even though this application and its assessment is independent and self-contained. The proposed development would be established in accordance with the plans and supporting documentation included in the development application. See Attachment 2—Service station proposal plans.

The Service Station would include an ancillary shop and food and drink outlet (gross floor area of 200m²), and two fuel canopies, one for cars (6.0 metres high) and one for trucks (6.4 metres high). The shop would have a retail sales area for convenience goods, a counter, preparation/office area, PWD toilet, cool room, storeroom and freezer. The proposal incorporates the sale of fuel, convenience goods, coffee and hot food. The proposed retail building would have a low-rise built form with a maximum height of 5.1m. The building would be a contemporary Service Station design, with an awning and windows providing articulation. The building would have generous setbacks to all property boundaries with a setback of 6m to the boundary with the adjoining residential lots.

The applicant proposes two vehicular access points, one from Frederick Street and one from Caroline Street (Isis Highway - State-controlled road). The access points would enable all vehicles (including delivery trucks) to enter and leave the site in a forward gear. There would be a pedestrian access point near the Frederick Street-Caroline Street corner connecting to the retail area.

Landscaping would soften the built form and hardstand areas of the proposed development, as shown in the Landscape Concept Plans prepared by Project Urban. See Attachment 3 – Landscape concept plans.

The subject site can connect to all urban infrastructure. Stormwater would be collected and treated on-site and discharged into a legal point of discharge. Internal water, sewer, telecommunications and electrical connections would be finalised in the detail design phase.

The application seeks approval for the following advertising devices:

1. one 6m high pylon freestanding sign located at the front of the site adjacent to Frederick Street—including a digital display for fuel pricing;
2. three awning fascia signs on both the car and truck canopies; and
3. one hamper sign fixed above the main entrance of the Service Station shop (a maximum height of 6.75m above ground level).

The applicant does not propose any ‘third party’ advertising devices.

Context of the Site

The subject site fronts Caroline Street (Isis Highway - State-controlled road) in a part of Biggenden that contains several other non-residential uses, namely a Kindergarten, Council works depot, BP service station, EPIC Assist disability services—all within approximately 200 metres of the site. While dwelling houses contribute significantly to the character and amenity of the locality, the presence of the highway and other nearby non-residential uses create a sense the site awaits a more intense use. The site and the two adjacent lots have been vacant for more than 20 years, leaving a gap in the locality.

It would be proper to regard the site as either on the edge of a residential area or in an area potentially transitioning to non-residential uses.

Assessment - Planning Scheme Generally

The application requires ‘impact assessment’, which is a broad and discretionary form of assessment against the planning scheme. Assessment is not limited to the codes but should also be against the strategic outcomes. The assessment manager must have regard to matters prescribed by regulation and any other ‘relevant matter’. The *Planning Act 2016* requires the assessment manager’s decision be based on its assessment (s 59).

The assessment against the planning scheme concludes that, on balance, there is a broader economic, community and planning need for the service station, the development would be appropriately designed and sited to minimise or avoid adverse impacts, and reasonable and relevant conditions. Even so, the Council should note one significant aspect of non-compliance with the planning scheme—the purpose of the General residential zone in which the land is situated intends for the land to be developed for residential purposes or for non-residential uses that are “...small-scale and provide services that are predominantly oriented to local custom.” Even though the service station would provide for local needs it would depend heavily on passing trade.

There are no relevant matters of State interest identified in the State Planning Policy or Regional Plan.

A full assessment against relevant codes in the planning scheme concludes the proposal complies or could be conditioned to comply with the acceptable outcomes and most of the performance outcomes. The proposal cannot be said to comply with the overall outcomes of the General residential zone code. Attachment 4 to this report contains the detailed assessment against the planning scheme codes.

Assessment - Amenity

The implications for amenity include visual impacts and the potential perception the proposed use intrudes into an otherwise residential environment. ‘Amenity’ however does not merely relate to the absence of the negative impacts of noise, lighting, traffic volumes and similar—but is the positive attributes that make a place pleasant and enjoyable.

The two vacant adjoining lots (Lots 12 and 20 on B4469) are likely to be developed for residential purposes or continue as vacant land. They separate the development from nearby housing to a reasonable extent.

While the proposed service station is likely to change the character of the immediate vicinity, the separation from houses, the design (e.g., landscaping, acoustic barrier, lighting etc) and operational limitations (e.g., operating hours) protects residential amenity as much as practicable.

As a last resort, the Council is responsible for managing environmental nuisance issues under the *Environmental Protection Act 1994*. An environmental nuisance includes unreasonable interference with an environmental value caused by emissions of aerosols, fumes, light, noise, odour, dust or smoke.

Assessment - Planning need for the use

It is a relevant matter for Council to consider 'planning need', including—

1. the need and demand for the proposed development.
2. the potential economic impacts; and,
3. community benefits the proposed development would be likely to deliver.

This matter is important, especially noting the planning scheme would not ordinarily countenance a service station establishing in the General residential zone. The Planning and Environment Court has given direction on the subject as follows:

“(1) need in the town planning sense does not mean a pressing need or a critical need or even a widespread desire.

(2) a thing is needed if its provision, taking all things into account, improves the physical well-being of the community.

(3) need does not connote a pressing urgency but relates to the well-being of the community.

(4) a use is needed if it would, on balance, improve the services and facilities available in a locality. It must always be remembered that statements of this kind inform an assessment of need. They are not to be treated as a checklist to be considered, and favourably answered, in every case.”

(Austin BMI Pty Ltd v Ipswich City Council & Ors [2023] QPEC 27 at [737])

The Foresight Partners Economic Need and Impact Assessment Report and correspondence addressing 'economic response to submissions' (Attachment 5), submitted by the applicant conclude:

1. estimated total sales represents a viable operating level having regard to the competition, trade area and passing trade;
2. introducing the proposal would redirect some custom from the nearby BP service station;
3. additional sales would be likely due to passing trade that would not otherwise refuel in Biggenden—as a new and modern facility giving choice of service stations and brands;
4. potential impacts would be likely to be at an acceptable level and not threaten the viability of the existing BP service station; and
5. the community would benefit due to having greater choice and variety in refuelling facilities, price competition, availability of takeaway and convenience goods, and support for a modest number of jobs (10-12 ongoing jobs) with a proportion being available to junior employees.

While the added competition is likely to adversely affect the trade position of the existing BP service station this is not likely to be significant enough to consider refusing the application. The Council's assessment should go further than considering the impact on competing uses. The Courts have made it clear the planning system is not to be used for protecting the competitive position of businesses *per se*. The Council, however, may consider whether new development is likely to contribute to urban decline. (An example would be if a new major shopping centre on the edge of town was likely to blight a town centre.)

In ideal circumstances, a service station would locate on land in a Centre zone or Industry zone, be between 3,000 m² and 6,000 m² (approx.), be able to access all urban services, not require access past sensitive land uses, not abut sensitive land uses, not affected by natural hazards, and be exposed to passing traffic or be conveniently accessible to likely users. Inevitably, it would be rare to meet all essential site selection criteria and decisions need to be made about compromising on one or more of them. The planning scheme has not zoned any land that would be specifically acceptable for a service station and therefore it is necessary to weigh up the overall benefit to the community against the inconsistency with the scheme.

It is open to Council to conclude that:

1. the planning scheme enables a service station as code assessable development in zones such as the Industry zone or parts of the Centre zone—but not in the General residential zone;
2. there are no suitably zoned sites meeting such locational criteria as fronting the highway, able to be connected to urban services, and close to or within the urban area.
3. there are no practical alternatives to the subject site.
4. there is an economic need and a community need to the extent that the broader community would benefit from the proposed development due to the limited provision in the locality.
5. on balance, there is a need for the proposed development that justifies the conflict with the planning scheme (regarding the expectations for the General residential zone).

Assessment - Engineering Considerations

Stormwater

The amended Engineering Report prepared by Contour Consulting Engineers (Attachment 6 - addresses the issue of stormwater quality. It confirms a bio-retention basin with a filter area of 61m² would be provided and be adequate. The solution is an appropriate design response to one of the submitter's issues of potential contamination of waterways by the use and consequent adverse impact on wildlife.

The amended Engineering Plans show some minor filling to raise the site slightly to allow for adequate stormwater drainage and to ensure the bio-retention and detention basin infrastructure can outlet to the external drainage channel in John Street. The proposed fill is relatively minor (about 0.5m but varying across the site). A retaining wall (up to 0.6m height) is required along the western boundary. Existing site levels are below the surrounding road levels, so the minor filling will also assist with driveway/crossover grades, where connecting to external roads. The proposed filling is not expected to impact on neighbouring properties, the surrounding road levels or existing infrastructure within the site.

Sewer

Following discussions with Council Officers, the applicant made minor changes to the proposed site layout to minimise any potential impacts on the existing sewer through the site.

Road Pavement

The applicant assessed the impacts on the Frederick Street pavement and concluded the proposed development is likely to exceed the current design pavement loadings for the existing pavement in Frederick Street. As details of the existing pavement are unknown, the report recommends further investigation works be undertaken during the detailed design stage to determine the extent of any improvement works that might be required. The applicant accepts it is reasonable for a condition to require further details of the existing pavement to be provided and submit a detailed design for any necessary upgrade works to accommodate post development traffic loadings to Council for approval as part of a future operational works application.

Assessment - Traffic

The amended Traffic Impact Assessment prepared by Contour Consulting Engineers Attachment 7 concluded:

1. the use is unlikely to generate significant 'new' trips—patronage is likely to be via traffic already travelling on the Caroline Street (Isis Highway - State-controlled road);

2. the two proposed access points (Caroline Street and Frederick Street) would be unrestricted allowing movements in all directions—although the internal layout is likely to encourage heavy vehicles to enter via Frederick Street and exit via Caroline Street (Isis Highway - State-controlled road);
3. the nine proposed car parking spaces and the two spaces for the air/water bay would be adequate and complies with the relevant Australian Standard (AS2890.1);
4. the layout allows for adequate queuing and would not impede access from the street;
5. there would be space for B-Doubles and articulated vehicles to manoeuvre and to park for non-fuel deliveries; and
6. the pedestrian footpath from Frederick Street enables pedestrian access independent of the driveways.

The State Assessment and Referral Agency (SARA) has assessed the traffic impact and given a favourable referral response, subject to conditions. The referral response must be attached to any approval.

Assessment - Noise

The operating service station would have the potential to affect the nearest noise sensitive places. The applicant has carried out detailed noise propagation modelling considering all potential noise emissions associated with daytime, evening and night-time operation of the proposed service station to determine the potential noise impact on the nearest noise sensitive places.

The assessment considered all activities such as:

1. Vehicles movements in the forecourt and parking areas.
2. Trucks movements on the internal driveways.
3. Mechanical equipment including fuel pumps, air compressors, ice box condensers and air conditioning/refrigeration condensers; and
4. Fuel tanker trucks, delivery trucks and waste collection.

The applicant's Noise Impact Assessment prepared by ATP Consulting Engineers (Attachment 8) concludes the noise emissions from the activities at the proposed development would comply with the relevant noise criteria at the nearest noise sensitive receptors, provided noise mitigation measures are employed, including delivery hours, waste collection hours, and an acoustic barrier along the north-western boundary.

The Council assessment concurs with the ATP report and recommends conditions that would maintain an acceptable noise environment.

SARA Referral Agency Response

SARA gave a referral agency response with conditions by notice dated 13 June 2023 and must be attached to a council approval. The Council does not need to assess any impacts on Caroline Street (Isis Highway - State-controlled road).

Recommended Decision

The procedural requirements set out by the *Development Assessment Rules* to enable Council to decide this application have been fulfilled—including a response by the applicant to an Information Request issued by Council, public notification about the application and receipt of a referral agency response. The proposed development, while conflicting with the purpose of the General residential zone in the planning scheme, warrants approval having regard to other relevant matters as permitted in s45 of the *Planning Act 2016*—there is an economic, community and planning need.

Recommended Conditions

The recommendation to approve the application includes Council's planning and engineering conditions, most of which are relatively standard for such development projects. The draft conditions have been discussed with the applicant on a without prejudice basis and accepted as reasonable.

The recommended conditions are within the approvals package at Attachment 9—Decision Notice.

CONSULTATION

- (1) Council's Technical Services identified appropriate conditions and supports approval of the application, including the requirement for upgrading the pavement in Frederick Street.
- (2) The application required referral to the State for proximity to the State-controlled road corridor. Council's decision notice is required to include SARA's response notice dated 13 June 2023 which recommended approval subject to conditions.
- (3) The application required public notification and was publicly notified for no less than 15 business days from 15 September 2023 until 6 October 2023, in accordance with Part 4 of the Development Assessment Rules, resulting in the Council receiving six submissions, one of which was not 'properly made'—
 - the *Planning Act 2017* requires that the Council consider and deal with the matters raised in the submissions in reaching its decision.
 - the Council can still consider the submission that was not properly made however the submitter cannot receive appeal rights.
 - submitter comments about adverse impacts on land values are not a planning ground and cannot be considered.
 - the submitters all have property interests close to the subject site.
 - Attachment 10—Summary of Submissions summarises and responds to the submissions.
- (4) The submissions focused on the negative effect on amenity, stormwater impacts, effects upon wildlife due to water contamination, road safety, loss of residential land, no planning need—all matters have been addressed in the assessment or in recommended conditions.

RISK IMPLICATIONS

Reputation / Political

Some local residents, including those who made submissions, may oppose a decision to approve the application. A media release and social media posts, explaining the decision, may be appropriate.

Occupational Health & Safety (WHS)

There are no implications for Occupational Health and Safety.

Financial Impact

Nil. Recommended conditions of approval must be completed at no cost to Council.

Legal & Regulatory

The approval, development and operation of the facility is managed by several legislative and operational requirements in addition to the *Planning Act 2016*, subordinate regulation, and the North Burnett Planning Scheme 2014.

The Council must decide the application in accordance with the decision rules in section 60 of the *Planning Act 2016*. Accordingly:

- (1) The assessment manager:
 - may approve all or part of the application.
 - may refuse the application.
 - may give a preliminary approval for all or part of the proposal.
 - may impose conditions.
- (2) Development conditions must:
 - be relevant to but not an unreasonable imposition; and
 - be reasonably required as a consequence of the development.

Environmental

The assessment has included:

- (1) managing stormwater impacts on water quality released to the environment;
- (2) considering noise impacts and the potential for environmental nuisance;
- (3) amenity and the prospect of environmental nuisance—managed by such conditions as limiting the hours of operation.

Property & Infrastructure

There are no affected Council-controlled properties. The potential for adverse impacts on the Frederick Street pavement has been considered, resulting in a condition that requires the proponent to upgrade the road pavement. The project would adequately mitigate impacts on stormwater (quality and quantity) through the proposed on-site bio basin and detention basin.

Human Resources

The development assessment process involved assistance from Council's consultants as well as internal review by service partners.

Information Communications Technology

There are not likely to be any implications for ICT.

Service Delivery

There are not likely to be any implications for the delivery of Council services.

Climate

There are no direct climate impacts because of approving the development. The service station would sell fossil fuels, however, would not be likely to increase such use. The recommended approval conditions enable, but do not require, EV charging stations.

KEY MESSAGE

Approving the development application would be a decision that balances the competing outcomes of the overall economic and community need with the planning scheme and the potential adverse effects on the amenity of the locality—having regard to the ability to manage impacts through conditions.

Attachment A – Common Material Including Application

Document name	Link to Public Document Published on Council's website
Applicant – application forms	https://northburnett.qld.gov.au/wp-content/uploads/2023/05/Applicant-Application-forms-1.pdf
Applicant – planning assessment report	https://northburnett.qld.gov.au/wp-content/uploads/2023/05/Applicant-Planning-Assessment-Reports-1.pdf
NBRC – confirmation notice	https://northburnett.qld.gov.au/wp-content/uploads/2023/05/NBRC-Confirmation-Notice-1.pdf
Applicant – notice that referral undertaken	https://northburnett.qld.gov.au/wp-content/uploads/2023/05/Applicant-Referral-undertaken.pdf
State Assessment Referral Agency – confirmation notice	https://northburnett.qld.gov.au/wp-content/uploads/2023/05/State-Assessment-Referral-Agency-Confirmation-Notice.pdf
State Assessment Referral Agency – no statutory information request	https://northburnett.qld.gov.au/wp-content/uploads/2023/05/State-Assessment-Referral-Agency-No-Statutory-Information-Request.pdf
NBRC – information request	https://northburnett.qld.gov.au/wp-content/uploads/2023/05/NBRC-Information-Request.pdf
State Assessment Referral Agency – decision notice	https://northburnett.qld.gov.au/wp-content/uploads/2023/07/10120-DSDILGP-Decision-Notice-130623.pdf
State Assessment Referral Agency – access decision	https://northburnett.qld.gov.au/wp-content/uploads/2023/07/10120-DSDILGP-Access-Application-decision-140623.pdf
Applicant – response to North Burnett Regional Council's information request	https://northburnett.qld.gov.au/wp-content/uploads/2023/09/10120-Information-Request-Response.pdf
Applicant – notice to commence public notification	https://northburnett.qld.gov.au/wp-content/uploads/2023/10/10120-Public-Notification-Confirmation-of-Completion.pdf

Document name	Link to Public Document Published on Council's website
NBRC – correspondence error in public notification sign/advert	https://northburnett.qld.gov.au/wp-content/uploads/2023/11/10120-Correspondence-error-in-public-notification-details.pdf
Applicant – Remedy incorrect public notification sign/advert	https://northburnett.qld.gov.au/wp-content/uploads/2023/11/10120-remedy-incorrect-sign.pdf
Applicant – notice to re-commence public notification	https://northburnett.qld.gov.au/wp-content/uploads/2023/11/10120-Notice-of-Intent-to-Commence-Public-Notification-2.pdf
Applicant – public notification confirmation of completion	https://northburnett.qld.gov.au/wp-content/uploads/2023/10/10120-Public-Notification-Confirmation-of-Completion.pdf
Submissions (redacted)	https://northburnett.qld.gov.au/wp-content/uploads/2023/11/10120-Submissions-redacted.pdf
Applicant – response to submissions	https://northburnett.qld.gov.au/wp-content/uploads/2023/11/10120-Applicants-Response-to-Submissions.pdf
NBRC – request to extend decision period	https://northburnett.qld.gov.au/wp-content/uploads/2023/11/10120-Council-Request-to-Extend-Decision-Period.pdf
Applicant – agreement to extend decision making period	https://northburnett.qld.gov.au/wp-content/uploads/2023/11/10120-Applicant-agreement-to-extend-decision-making-period.pdf

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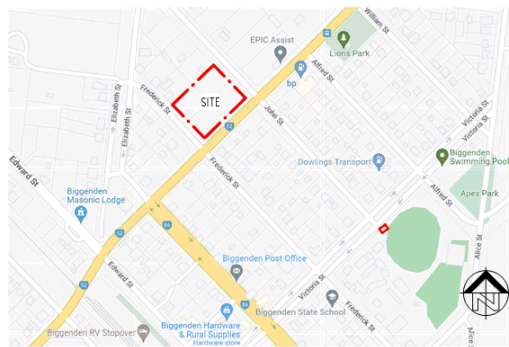
ARCHITECTURAL DA DRAWINGS

PROPOSED SERVICE STATION

LOT 11 & LOT 21 FREDERICK STREET, BIGGENDEN QLD 4621



3D PERSPECTIVE FOR ILLUSTRATION ONLY



LOCALITY PLAN
 NTS

ARCHITECTURAL DRAWINGS	
DRG No.	DRAWING TITLE
DA00	COVER PAGE
DA01	PROP. SITE PLAN
DA02	PROP. FLOOR PLAN
DA03	BUILDING ELEVATIONS & PERSPECTIVES
DA04	BUILDING ELEVATIONS & PERSPECTIVES
DA06	BUILDING SECTIONS

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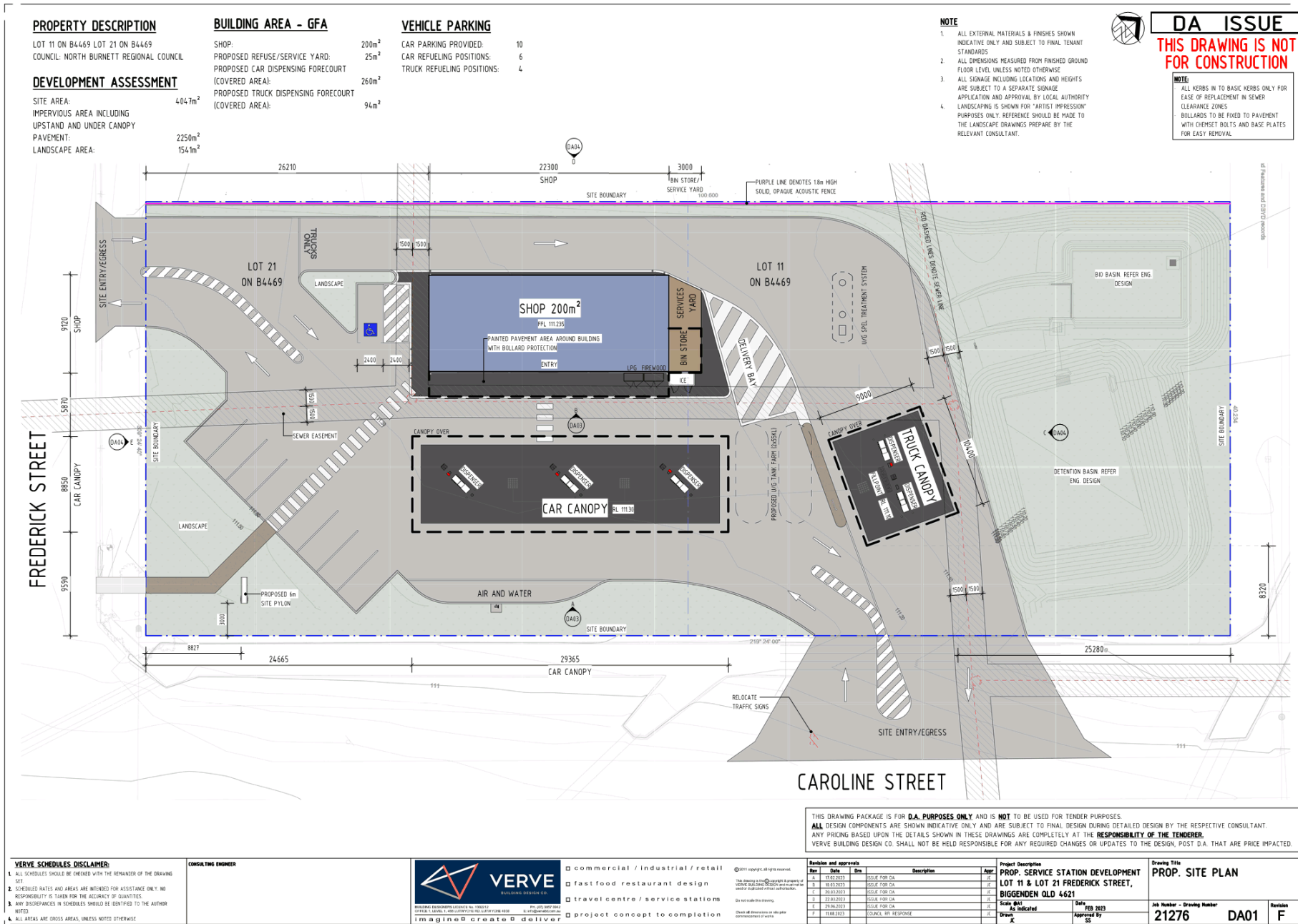
- commercial / industrial / retail
- fast food restaurant design
- travel centre / service stations
- project concept to completion

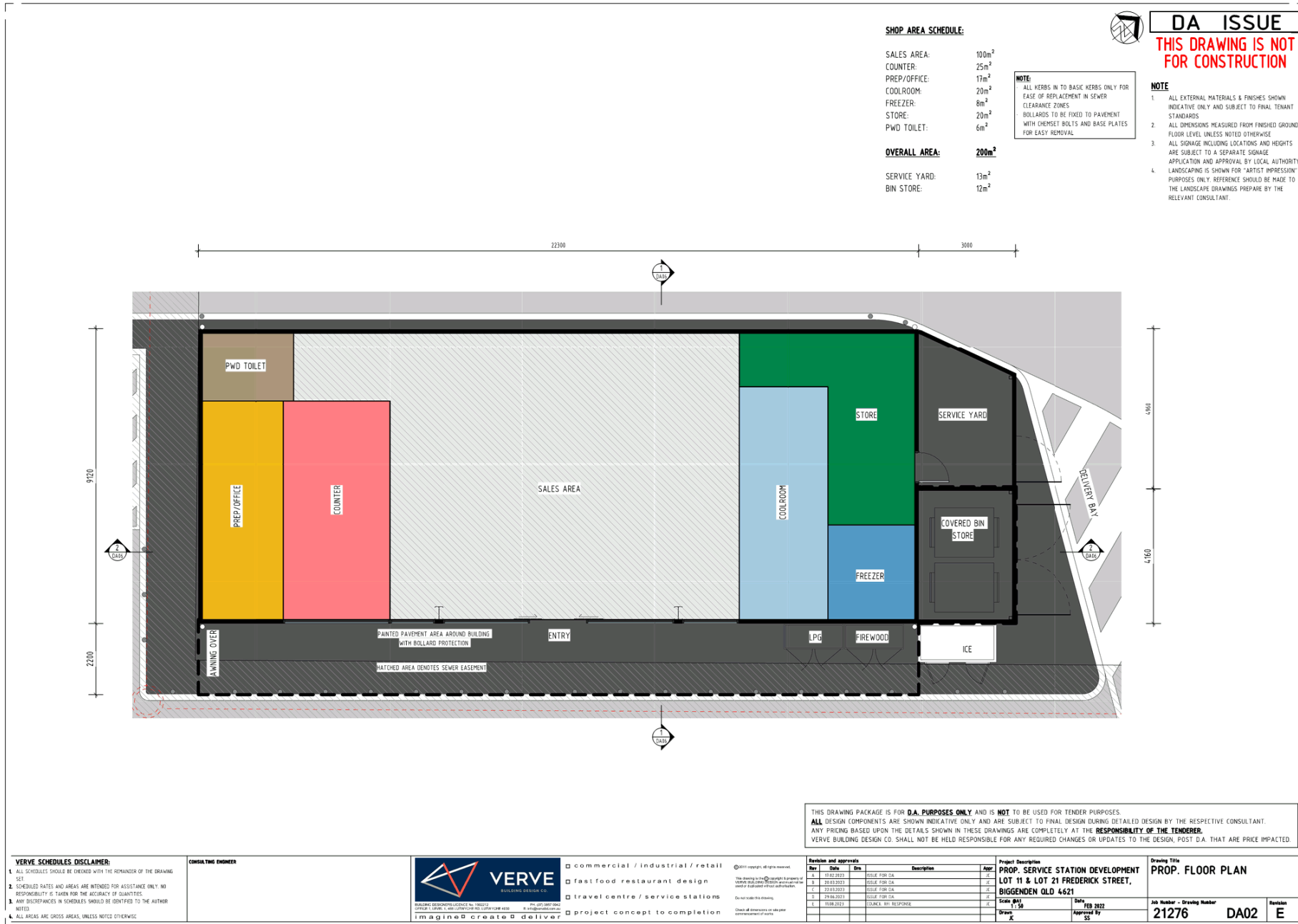
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Revision and approvals	
Rev	Date
A	18.02.2023
B	20.03.2023
C	20.03.2023
D	15.08.2023

Description	Appr.
ISSUE FOR DA	-
ISSUE FOR DA	-
ISSUE FOR DA	-
COMES WITH SUPPLEMENT	-

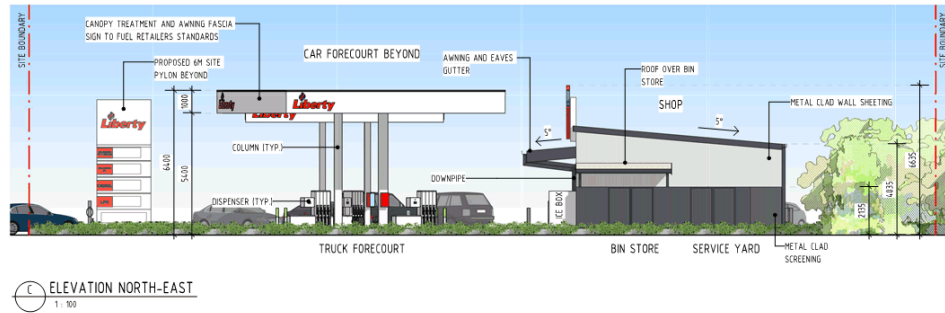
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Scale: 1:50	Date: FEB 2022	Job Number - Drawing Number	Revision
Drawn: JC	Approved By: SS	21276 DA00	D





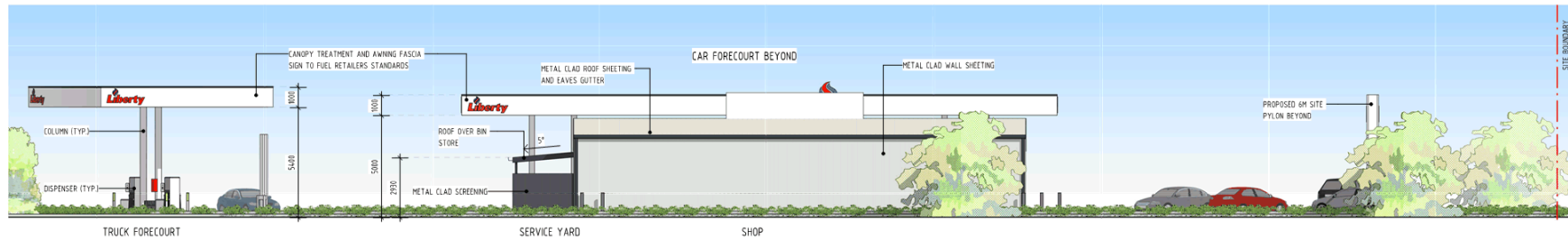


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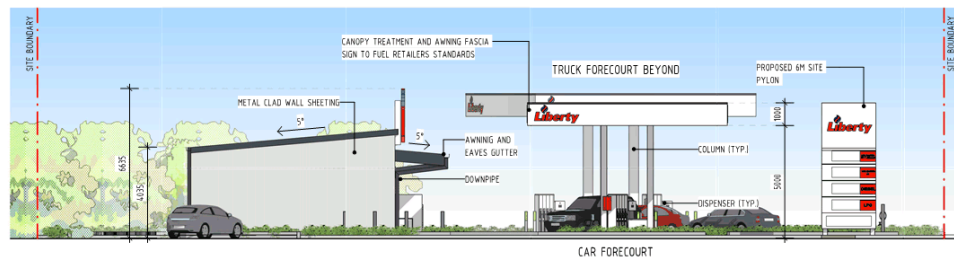


C ELEVATION NORTH-EAST
1:100

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D ELEVATION NORTH-WEST
1:100



E ELEVATION SOUTH-WEST
1:100

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- fast food restaurant design
- travel centre / service stations
- project concept to completion

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Revision and approvals		
Rev	Date	Description
1	11.02.2023	ISSUE FOR D.A.
2	20.03.2023	ISSUE FOR D.A.
3	23.03.2023	ISSUE FOR D.A.
4	13.08.2023	COUNCIL D.A. RESPONSE

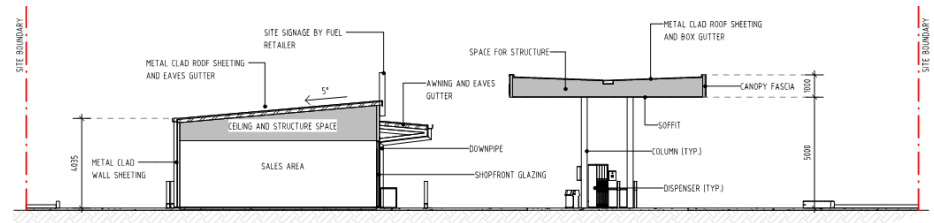
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PROP. SERVICE STATION DEVELOPMENT LOT 11 & LOT 21 FREDERICK STREET, BIGGENDEN QLD 4621	
Drawn By	SS
As Indicated	X
Date	FEB 2022
Approved By	SS

Drawing Title		Revision	
BUILDING ELEVATIONS & PERSPECTIVES		D	
Job Number - Drawing Number	21276 DA04		

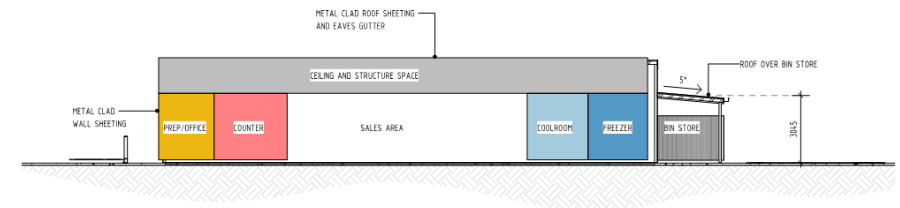
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SECTION 1
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SECTION 2
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2	20.03.2023		ISSUE FOR D.A.	
3	20.03.2023		ISSUE FOR D.A.	
3	19.08.2023		COUNCIL IPI RESPONSE	

Project Description
 PROP. SERVICE STATION DEVELOPMENT LOT 11 & LOT 21 FREDERICK STREET, BIGGENDEN QLD 4621

Drawing Title
 BUILDING SECTIONS

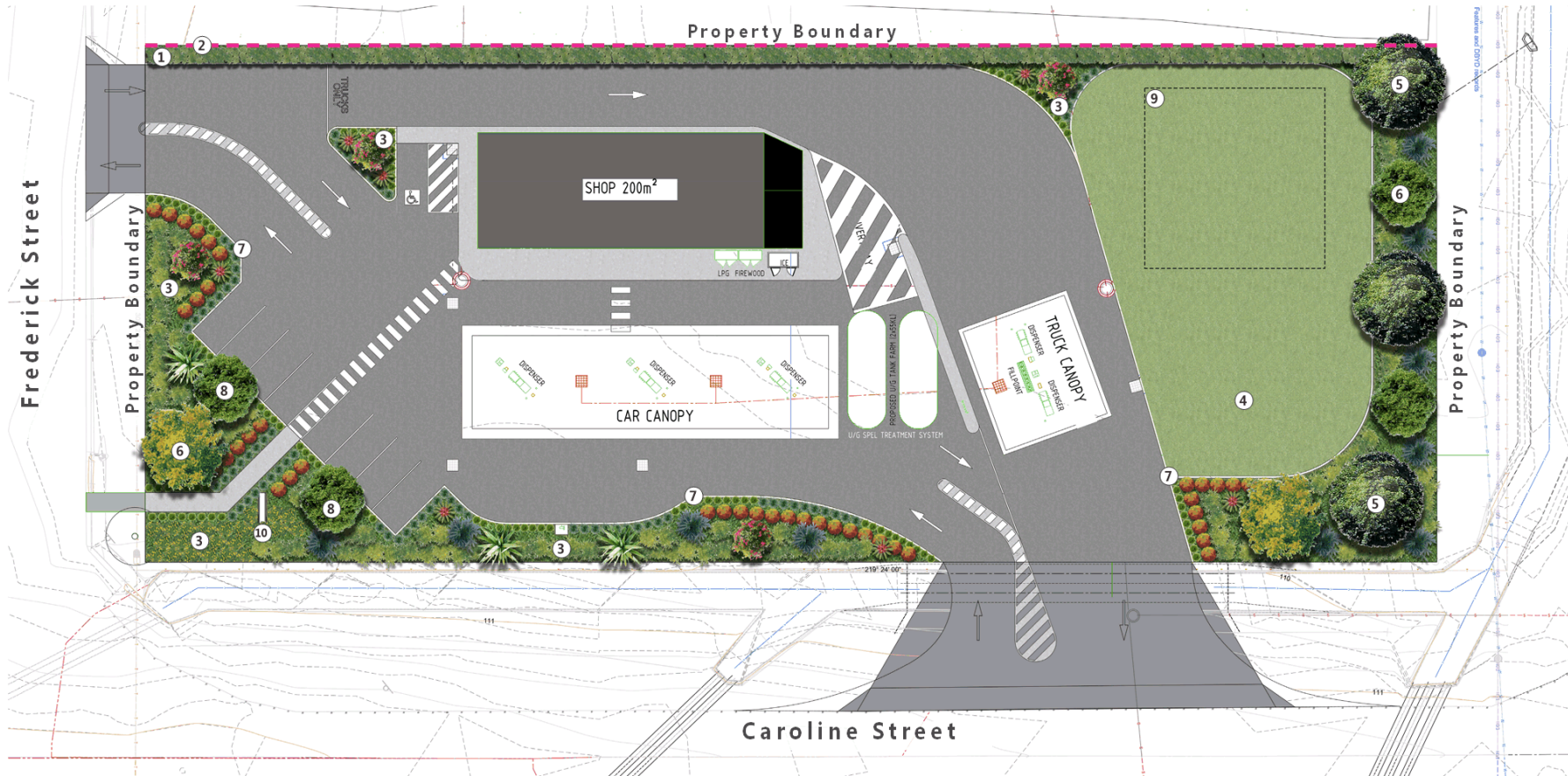
Scale: As Indicated
 Date: FEB 2022
 Approved By: SS

Job Number - Drawing Number
 21276 DA06

Revision
 D

Legend:

- ① Screening shrub planting to property boundary.
- ② 1.8m high Acoustic Fence
- ③ Shrub, grass and groundcover planting for visual amenity.
- ④ Turf area to open views and create a tidy appearance.
- ⑤ Tree planting for shade and visual amenity.
- ⑥ Tree, shrub and groundcover planting.
- ⑦ Border and low planting for sight lines and visual amenity.
- ⑧ Shade planting for car parks.
- ⑨ Underground Water Detention Facility
- ⑩ Proposed Site Pylon



LANDSCAPE CONCEPT PLAN

SD-1

FREDERICK STREET, BIGGENDEN - BIGGENDEN SERVICE STATION

JOB NO.
21401

SCALE 1:300 @ A3
0m 7.5m 15m

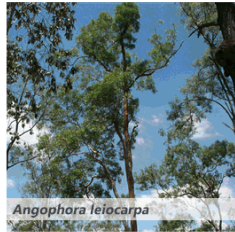


Revision	Date	Amendments
A	21.03.2023	For Approval
B	13.04.2023	For Approval

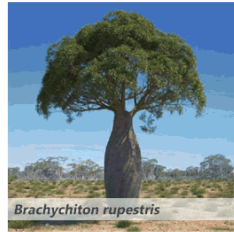


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FEATURE TREES / SHADE TREES



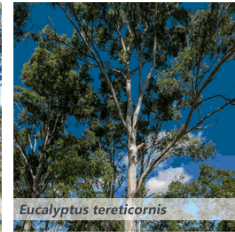
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Brachychiton rupestris



Casuarina cunninghamiana



Eucalyptus tereticornis

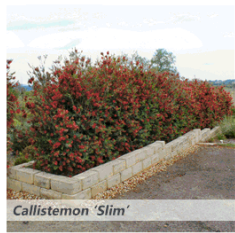


Flindersia australis



Tristaniopsis 'Luscious'

SCREENING SHRUBS



Callistemon 'Slim'



Syzygium 'Resilience'

SHRUBS AND GROUNDCOVERS



Banksia 'Birthday Candles'



Bromeliad sp.



Dracaena marginata



Callistemon 'Little John'



Callistemon 'Rocky Rambler'

SHRUBS AND GROUNDCOVERS CONTINUED



Grevillea 'Superb'



Leptospermum 'Lemon Frost'



Melaleuca 'Claret Top'

GRASSES



Dianella caerulea



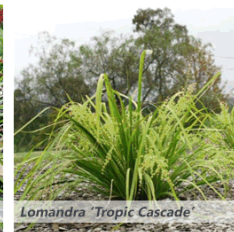
Dietes grandiflora



Liriope 'Evergreen Giant'



Lomandra hystrix



Lomandra 'Tropic Cascade'



Tulbaghia violacea

PLANT PALETTE

SD-2

FREDERICK STREET, BIGGENDEN - BIGGENDEN SERVICE STATION

JOB NO.
21401

Revision	Date	Amendments
A	21.03.2023	For Approval
B	13.04.2023	For Approval



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ATTACHMENT 4: Detailed assessment against planning scheme codes

Note: Council assessment comments recorded in blue in response to applicant's assessment.

PROJECT URBAN – 21401

April 2023

Purpose and Overall Outcomes	Comment
(1) The purpose of the General residential zone code is to provide for: a. Residential uses; and b. Community uses, and small scale services, facilities and infrastructure, to support local residents. Disagree: does not comply - not 'small scale' and not primarily supporting local residents	Complies: The proposal seeks to establish a business use that will add to the range of services currently available in Biggenden and will provide further choice for local residents and people visiting the town.
(2) (b) the protection of people and premises from natural hazard and crime; Agree	Complies: The subject site is not affected by bushfire or flood hazard. Appropriate lighting and security measures will be provided to prevent crime.
(2) (c) the protection and enhancement of significant natural features;	Complies: The application does not have any natural features of value. Agree
(d) safe, efficient and sustainable infrastructure; Agree	Complies: The proposal can be connected to the existing infrastructure within the local area.
(e) safe and efficient transport networks; Agree: can be conditioned regarding the possible upgrading of Frederick Street pavement	Complies: The proposed accesses will be designed in accordance with the relevant requirements of Department of Transport and Main Roads (DTMR) and Council.
(f) non-residential uses are small-scale and provide services that are predominantly oriented to local custom; Disagree: as in (1) above	Complies: The proposal is for a small-scale service station which is intended to serve the needs of the local community as well as people travelling along the Isis Highway.
(g) development occurs in an orderly and sequential manner, generally as a logical extension of existing urban areas;	Complies: The application site is located within the urban area of Biggenden and will bring an under-utilised site into active use. Agree
(h) connection to or the efficient and timely provision of infrastructure, including any social infrastructure, appropriate to the use;	Complies: The proposal will be connected to the existing infrastructure which is already available within the local area. Agree
(j) a high standard of residential amenity.	Complies: The proposal has been designed to maintain the amenity of the local area and includes measures such as a 1.8m high acoustic fence along the rear boundary of the site and a vapour recovery system to minimise any potential impacts on the closest sensitive receivers.

The applicant's submission omits para "(i) a predominantly low-intensity, residential scale, form and character;" The proposal does not comply with the overall outcome.

The proposal does not comply with the overall outcome regarding 'residential amenity'. The proposal creates a high standard of highway commercial amenity.

Comment: As set out above, the proposed development complies with the relevant elements of the Purpose and Overall outcomes for the General Residential Zone Code.

An assessment of the proposal against the relevant Performance and Acceptable Outcomes is provided in **Attachment 6**. This assessment demonstrates that the proposal generally complies with all the applicable Acceptable Outcomes in the code except for AO2.1 and AO2.2 and as such, alternative solutions that demonstrate compliance with the corresponding Performance Outcome, PO2, are provided below.

Note: Council assessment comments recorded in blue in response to applicant's assessment.

6.2.3 General Residential Zone Code

6.2.3.3 Performance and acceptable outcomes

Table 6.2.3—General residential zone code: Accepted subject to requirements and assessable development POs and AOs

Performance Outcomes	Acceptable Outcomes	Code Compliance
For accepted subject to requirements and assessable development		
Effects of use		
<p>PO1 Non-residential uses protect sensitive land uses from the adverse impacts of ongoing operations and otherwise operate in a manner that does not significantly interfere with the visual and acoustic amenity of users of adjoining premises.</p> <p>The proposal protects nearby housing from adverse visual and acoustic effects as far as reasonably practical.</p>	<p>AO1.1 A 1.8 metres high solid, opaque acoustic fence stands along the full length of any common boundary with a sensitive land use.</p> <p>AO1.2 Air conditioning and refrigeration units and refuse storage areas locate at least 5 metres from any adjoining premises containing a sensitive land use.</p> <p>AO1.3 Air conditioning and refrigeration units—</p> <ol style="list-style-type: none"> a. collocate with other plant and building services; or b. form part of the roof design of buildings; or c. incorporate acoustic barriers and visual screening. <p>AO1.4 Refuse storage areas locate—</p> <ol style="list-style-type: none"> a. behind the front building line and are not visible from the street; or b. within screened enclosures— <ol style="list-style-type: none"> i comprising solid, opaque materials; and ii not less than 1.8 metres high; or behind landscaping comprising dense screening shrubs, 	<p>Complies – A 1.8m high solid, opaque acoustic fence will be provided along the full length of the rear boundary. Agree - matter to be conditioned</p> <p>Complies – Air conditioning, refrigeration units and refuse storage areas will be located more than 5m from adjoining premises. Agree</p> <p>Complies – Air conditioning and refrigeration units will be appropriately integrated into the built form. Agree - matter to be conditioned</p> <p>Complies – The refuse storage area has been positioned on the northern end of the service station shop. This refuse area will be screened with 2.2m high metal clad screening. Agree - matter to be conditioned</p>

	<p>maintained to a minimum height of 1.8 metres above ground level.</p> <p>AO1.5 The vertical illumination resulting from direct or indirect light from the premises is eight lux or less when measured at ground level at any point 1.5 metres outside the site.</p>	<p>Proposal can be conditioned to comply. Agree - matter to be conditioned</p>
<p>Operating hours for non-residential uses</p>		
<p>PO2 Non-residential uses only operate during hours that are appropriate for a residential locality.</p>	<p>AO2.1 Activities only occur between the hours of 8:00am and 6:00pm other than—</p> <ul style="list-style-type: none"> a. activities that are not audible or visible from outside the premises; and b. do not involve visitors to the premises. <p>AO2.2 Loading and unloading—</p> <ul style="list-style-type: none"> a. occurs only between the hours of— <ul style="list-style-type: none"> i 8:00am and 5:00pm Monday to Friday; ii 8:00am and 12:00pm (noon) on Saturdays; and b. does not occur on Sundays and public holidays. <p>AO2.3 No outdoor activities occur on Sundays or public holidays.</p>	<p>Alternative Outcome – Refer to Section 9.4.1 of Development Assessment Planning Report. Generally agree - matter to be conditioned. Refer assessment report.</p> <p>Alternative Outcome – Refer to Section 9.4.1 of Development Assessment Planning Report. Generally agree - matter to be conditioned. Refer assessment report.</p> <p>Not Applicable Agree</p>
<p>Intensity and Scale</p>		
<p>PO3 The intensity of residential uses is appropriately to the locality.</p> <p>Not applicable</p>	<p>AO3.1 No more than one Dwelling house or Caretaker's accommodation locates on each lot.</p> <p>OR</p> <p>AO3.2 For other than a Dwelling house or Caretakers accommodation, the total gross floor</p>	<p>Not applicable – The proposal is for a Service Station. Agree</p> <p>Complies – The proposed Service Station shop has a gross floor area of 200m², which is less than 50% of the site area.</p>

[Agree](#)

<p>PO4 Works have a domestic scale, form and character sympathetic to the surrounding area.</p> <p>While not of a domestic character, the proposal is appropriate for an exposed highway location noting the presence of other non-residential uses nearby</p>	<p>area is not more than 50 per cent of site area.</p> <p>AO4.1 The total use area of non-residential uses is less than 60 square metres or 6 per cent of the area of the lot, whichever is the lesser.</p> <p>AO4.2 New building work does not result in the premises exceeding the maximum building and structure heights stated in Column 4 of Table 6.3.1.</p> <p>Agree - revised plans demonstrate 6.4m canopy height</p>	<p>Complies – The proposal has a total use area of 200m²m which represents less than 6% of the area of the lot. It is also relevant to note that the proposal complies with the site cover and plot ratio criteria set out in Column 4 of Table 6.3.1. Agree</p> <p>Complies – Column 4 of Table 6.3.1 specifies a maximum height of 10m for buildings and 12m for structures. As demonstrated in the Proposal Plans in Attachment 1, the proposed building, canopies and signage do not exceed 6.75m in height an therefore comply with the maximum height limits set out in Table 6.3.1.</p>
Setbacks and Boundary Clearances		
<p>PO5 Frontage setbacks of buildings are consistent with those in the vicinity.</p>	<p>AO5.1 New building work is no closer to a frontage than the minimum frontage setbacks stated in Column 4 of Table 6.3.1.</p> <p>Agree - 8.32m (Caroline) and 26.21m (Frederick) street setbacks</p>	<p>Complies – The proposal has been setback more than 6m from the primary street frontage (Caroline Street) and more than 3m from secondary street frontages (John Street and Frederick Street). These setbacks comply with Column 4 of Table 6.3.1which specifies;</p> <ul style="list-style-type: none"> • 6m minimum setback to the primary street frontage; and • 3m minimum setback to the secondary street frontages.
<p>PO6 Side and rear setbacks maintain privacy, breezes and solar access to adjoining premises.</p>	<p>AO6.1 New building work is no closer to a boundary than the minimum stated in Column 4 of Table 6.3.1.</p> <p>Agree - use is >6m to Lot 12 and 20 B4469</p>	<p>Complies – The proposal has been setback more than 6m from the rear boundary – that adjoins land in the General residential zone. This setback complies with Column 4 of Table 6.3.1 which specifies a 6m minimum setback to rear boundary as it adjoins land in the General residential zone.</p>

Site Suitability		
<p>PO7 Sites are suitably-sized and configured for the intended use and any associated works, including building work, vehicle parking and manoeuvring areas, landscaping or buffering, waste management, and water cycle management.</p>	<p>AO7.1 The site has an area of at least 800m² and a frontage of at least 20 metres.</p>	<p>Complies – The site has a combined area of 4,047m² and a frontage of approximately 180m (combined). Agree</p>
Development involving Caretaker’s Accommodation		
<p>PO8 Caretaker’s accommodation—</p> <ul style="list-style-type: none"> a. meets the immediate and essential management, security or operational needs of the non-residential use operating from the same premises; b. is subsidiary to the non-residential use; c. caters only for the caretaker(s) of the premises and their reasonably associated household members; and d. is of a size that meets the essential accommodation needs of the caretaker and their reasonably associated household members. 	<p>AO8.1 A maximum of one dwelling for caretaker’s accommodation locates on a lot.</p> <p>AO8.2 The GFA of the caretaker’s accommodation is 150m² or less.</p> <p>AO8.3 One car parking space is available onsite for the exclusive use of residents.</p>	<p>Not applicable – The proposal does not involve caretaker’s accommodation. Agree</p>
<p>PO9 Caretaker’s accommodation provides an acceptable level of amenity, privacy and comfort suitable for long-term habitation.</p>	<p>AO9.1 Residents of the caretaker’s accommodation have a direct pedestrian entry for their exclusive use that is separate to the pedestrian entry for the non-residential section of the premises.</p> <p>AO9.2 Residents have exclusive use of private open space either—</p> <ul style="list-style-type: none"> a. at ground level, at least 35m² in area, having a minimum dimension of three metres, and directly accessible from the caretaker’s accommodation; or b. above ground level, consisting of a balcony at least 8m² in area, having a minimum 	<p>Not applicable Agree</p>

	dimension of two metres, and directly accessible from a living room.	
For assessable development only		
Appropriate use		
PO10 Non-residential uses locate in the General residential zone only if they primarily provide a local service.	no acceptable outcome identified Do not agree that the proposal primarily provides a local service. Despite that, there are grounds to approve the application: planning need; no practical and suitably zone alternative sites.	Complies – The subject site, whilst situated within the General residential zone, is situated on the Isis Highway, which is the main road through Biggenden. Given the location of the site, the proposal is well positioned to provide a local service to the Biggenden community and to those travelling through the town.
PO11 The use does not create or worsen a conflict between land uses and incorporates buffering, screening, noise barriers or other effective methods to mitigate potential adverse effects.	no acceptable outcome identified Agree - matters to be conditioned	Complies – Appropriate mitigation measures have either been included in the design or are recommended in the Acoustic Report in Attachment 4 . Some of these measures include: <ul style="list-style-type: none"> - 1.8m high acoustic barrier along the north western boundary; - Limitations on the timing of deliveries and waste collection; - The provision of a vapour recovery system; and - Substantial landscape buffering The implementation of these mitigation measures will protect the amenity of nearby sensitive uses.
PO12 Residential and other uses in which occupants are likely to be sensitive to high levels of dust, light, noise, odours, vibrations and other potential environmental contaminants do not locate close to— a. industrial, rural or other uses likely to create a conflict between land uses; or b. State-controlled road, or significant local government road.	AO12.1 If involving development that increases the number of people who live, work or congregate on the premises no buildings or structures locate within 250 metres of a solid waste management facility or sewerage treatment plant.	Not applicable – The subject site is not located within 250m of a solid waste management facility or sewerage treatment plant. Agree

<p>PO13 Uses do not locate or operate in a way likely to conflict or interfere with the safe operation of infrastructure.</p>	<p>no acceptable outcome identified</p>	<p>Complies – The proposal has been designed appropriately and will not conflict with or interfere with the safe operation of infrastructure. Agree - matters to be conditioned</p>
<p>Privacy, Visual Amenity and Character</p>		
<p>PO14 The appropriate location and orientation of windows, use of privacy screens or hoods, and use of landscape planting and features protect the privacy of residents in adjoining dwellings.</p>	<p>no acceptable outcome identified</p> <p style="text-align: right;">Agree</p>	<p>Complies – The subject site is located on the Isis Highway and the proposed building, which is located towards the rear of the site, has been orientated towards the Highway, rather than the closest residential properties. In addition, the shop has no windows or openings that face the side or rear boundaries. Furthermore, the proposed layout includes a 1.8m high acoustic fence along the rear boundary and landscape buffers to the front, rear and side boundaries which will also help to buffer the development from the dwelling located closest to the site.</p>
<p>PO15 Buildings provide an attractive presentation to the street that—</p> <ul style="list-style-type: none"> a. is compatible in scale with adjoining premises; b. is orientated towards the street with verandahs, decks and windows and other openings; and c. avoids or minimises hardstand or car parking between the building and the street. 	<p>no acceptable outcome identified</p> <p style="text-align: right;">Agree</p>	<p>Complies – As noted above, the proposal complies with all the building envelope criteria set out in Table 6.3.1 and as such, is compatible with the scale of development envisaged within the General residential zone. In addition, the proposed building has been orientated towards the Caroline Street/Isis Highway frontage and a landscape buffer is proposed to help enhance and screen the development from the road.</p>
<p>PO16 The use of complementary roof form, street elevations, construction materials, fences or retaining walls, and landscaping reflects and enhances the existing character of the locality.</p>	<p>no acceptable outcome identified</p> <p style="text-align: right;">Agree - revised plans demonstrate 6.4m canopy height</p>	<p>Complies – The proposal has a low rise built form with a maximum height of 6.75m. The service station shop has a contemporary design, with an awning and eastern facing windows for articulation. Proposed landscaping will soften the built form and enhance the existing character of the locality.</p>

9.4.3 Infrastructure and Operational Work Code

9.4.3.1 Application

- (1) This code applies to development that is accepted subject to requirements or assessable, involving material change of use, reconfiguring a lot, building work and operational work (excluding placing an advertising device) involving landscaping, vehicular parking and access, provision of infrastructure and erosion and sediment control to the extent identified in Part 5 Tables of assessment.
- (2) When using this code, reference should be made to section 5.3.2 and, where applicable, section 5.3.3 located in Part 5 Tables of assessment.

9.4.3.2 Purpose and overall outcomes

- (1) The purpose of the Infrastructure and operational work code is to—
 - a. identify appropriate requirements and circumstances for providing non-trunk infrastructure; and,
 - b. state relevant standards for design and construction of non-trunk infrastructure;
 - c. incorporate soft and hard landscaping within development to create a pleasant environment for people who engage with the site;
 - d. incorporate sufficient car parking spaces, safe and convenient access, appropriate facilities for service vehicles including loading and unloading, all designed and constructed to accepted community standards.
- (2) The purpose of the Infrastructure and operational work code will be achieved through the following overall outcomes—
 - a. non-trunk infrastructure—
 - i. services development to a suitable level that meets the anticipated needs of users;
 - ii. is safe, cost-effective and efficient; and
 - iii. creates no significant adverse environmental effects;
 - b. the protection and integration of vegetation of ecological, aesthetic and cultural significance into landscape design;
 - c. landscaping is—
 - i. attractive and suited to the climate;
 - ii. enhances townscapes, streetscapes and landscapes in the North Burnett Region;
 - iii. complements and enhances the uses and other works on-site;
 - iv. protects the privacy of occupiers of nearby premises;
 - v. discourages crime and vandalism and enhances personal and property security and safety;
 - vi. has low maintenance, energy and water requirements; and
 - d. a safe and efficient road network that avoids excessive traffic, parking, manoeuvring or servicing on roads near the development; and,
 - e. safe, efficient and convenient pedestrian, cycle, mobility-impaired, and vehicular access to, and manoeuvring within sites; and
 - f. adequate on-site facilities for servicing by delivery, refuse and other service vehicles.

9.4.3.3 Interpretation

(1) For the purposes of section 9.4.3 Infrastructure and operational work code, “infrastructure” means non-trunk infrastructure.

9.4.3.4 Performance and acceptable outcomes

Table 9.4.5—Infrastructure and operational work code: Accepted subject to requirements and assessable development POs and AOs

Performance Outcomes	Acceptable Outcomes	Code Compliance
Section 1: Landscaping		
<p>PO1 Planting and works incorporated in the landscaping—</p> <ul style="list-style-type: none"> (a) include species suitable for the region that are non-invasive and droughttolerant; (b) include existing significant vegetation and other natural features; (c) is safely designed and constructed; (d) (d) protects infrastructure, utilities and adjoining premises. 	<p>AO1.1 Landscaping does not include any species identified as an unacceptable species in planning scheme policy SC6.5 Landscaping, section SC6.5.5 Unacceptable plant species for landscaping or are otherwise known to be toxic to people or animals.</p> <p>AO1.2 Landscaping retains and incorporates significant natural features of the site.</p> <p>AO1.3 Landscaping provides universal access in accordance with Australian Standard AS 1428: Design for Access and Mobility.</p> <p>AO1.4 Landscaping enables passive surveillance of car parking areas, communal spaces, children’s play areas and pathways.</p> <p>AO1.5 All pedestrian surfaces are slip-resistant and trafficable in all weather conditions.</p> <p>AO1.6 Root barriers minimise the risk of intrusion and damage to services and utilities.</p>	<p>Complies AO1.1 – AO1.8: Refer to Landscape Concept Plan, prepared by Project Urban and included in Attachment 5. This plan demonstrates that the subject site/proposed development will be landscaped in accordance with Council’s requirements. A detailed landscape design will be provided as part of a subsequent Operational Works application.</p> <p>Agree - conditions to be imposed for final detail planting plan to be submitted for approval</p>

	<p>AO1.7 Landscaping incorporates water conservation measures appropriate to the site, including—</p> <ul style="list-style-type: none"> (a) grouping plants in mulched beds wherever appropriate; (b) avoiding or minimising impervious surfaces; (c) incorporating semi-porous pavement surfaces as an alternative to impervious surfaces; and, (d) draining hard surface areas to landscaped areas and water sensitive urban design devices. <p>AO1.8 Landscaping works do not cause ponding of water on the premises or adjoining land.</p>	
<p>PO2 Neighbouring premises retain reasonable visual and acoustic privacy.</p>	<p>AO2.1 Landscape buffers between incompatible land uses incorporate—</p> <ul style="list-style-type: none"> (a) earth mounding; (b) a diverse range of plant species that provide variation in colour, texture and form; (c) layered planting—large tree species planted at 6.0m centres to provide an upper storey, small trees planted at 3.0m centres to provide a mid-storey, and shrubs and groundcovers planted at 1.5m centres. 	<p>Complies: Refer to Landscape Concept Plan (Attachment 5). A compliant landscape buffer will be provided along the full length of the north western boundary line. A detailed landscape design will be provided as part of a subsequent Operational Works application.</p> <p>Agree - matters to be conditioned</p>
<p>PO3 Landscaping in car parking areas—</p> <ul style="list-style-type: none"> (a) screens sensitive neighbouring premises, (b) shades the areas; and (c) includes works to ensure the safety of users and infrastructure. 	<p>AO3.1 Unless required by a development approval or another planning scheme code, car parking areas incorporate the following—</p> <ul style="list-style-type: none"> (a) screen landscaping at least 1.5m wide adjacent to any sensitive land use or a 	<p>Complies: Refer to Landscape Concept Plan (Attachment 5). Car parking areas will be appropriately screened to adjoining/nearby sensitive land uses, and shade trees will be provided at a rate of one tree per six car parking spaces.</p>

[Agree](#)

	<p>General residential zone, Rural residential zone, or Township zone;</p> <p>(b) a planter bed at least 2.0m wide adjacent to a frontage; and,</p> <p>(c) shade trees within parking areas at the rate of one tree per six car parking spaces.</p> <p>AO3.2 Wheel stops, bollards, kerbs or other barriers provide protection along the boundaries between landscape areas and parking, manoeuvring and utility spaces.</p> <p>AO3.3 Landscaping, walls or fences conceal storage and utility areas.</p> <p>AO3.4 Landscaping, including any structures, provides visibility for traffic at intersections, access points, and locations where there are likely to be significant pedestrian or cycle activity.</p> <p>AO3.5 Planting within or adjacent to high voltage transmission line easements is consistent with—</p> <p>(a) Screening your home from powerlines, A guide for planting trees and shrubs outside of easements to screen powerlines (Powerlink Queensland);</p> <p>(b) Easement co-use information, Building for the future (Powerlink Queensland).</p>	<p>Complies AO3.2 – AO3.5: Refer to Proposal Plans (Attachment 1), Engineering Report/Plans (Attachment 2) & Landscape Concept Plan (Attachment 5). Further design details will be provided at operational works stage.</p> <p>Agree - matters to be conditioned</p>
<p>Section 2: Infrastructure (non-trunk) works</p>		
<p>For assessable development</p>		
<p>General</p>		
<p>PO4 Uses that are urban in nature or intensity locate where they can readily connect to</p>	<p>no acceptable outcome identified</p>	<p>Complies: The proposal can be readily connected to existing infrastructure and</p>

Agree - matters to be conditioned

<p>existing infrastructure and services or connect with only modest extension of infrastructure networks.</p>		<p>services. Refer to Engineering Report/Plans (Attachment 2).</p>
<p>PO5 The type and scale of uses— (a) is consistent with the capacity of the infrastructure servicing the premises; and, (b) allows the safe and efficient operation of infrastructure without interference by incompatible uses or works.</p>	<p>no acceptable outcome identified</p> <p style="text-align: center;">Agree - matters to be conditioned, notably roadworks upgrade.</p>	<p>Complies: The existing infrastructure surrounding the subject site is capable of accommodating the proposed development. Refer to Engineering Report/Plans (Attachment 2).</p>
<p>PO6 The provision of infrastructure maximises the safety of drivers, bicyclists and pedestrians.</p>	<p>no acceptable outcome identified</p> <p style="text-align: center;">Agree - matters to be conditioned</p>	<p>Complies: The proposal has been designed, and will be managed, to ensure that public safety is maintained. A number of design items like generous sight lines from the State controlled road, access from an access way, internal movement design and pedestrian treatments internally have been incorporated. The proposal will also be designed to comply with all necessary standards in order to avoid adverse impacts on the local environment. Refer to supporting documentation.</p>
<p>Water supply and sewerage infrastructure</p>		
<p>PO7 The development has an adequate quantity and quality of water supply for potable use, operational use and firefighting purposes.</p>	<p>AO7.1 Where available – premises have a connection to a reticulated town water supply.</p> <p>OR</p> <p>AO7.2 Where unable to connect to a reticulated water supply— (a) residential premises connect to a rainwater tank with a minimum capacity of 45,000 litres; or (b) non-residential premises – no acceptable outcome identified.</p>	<p>Complies AO7.1: The proposal can be readily connected to existing infrastructure and services. Refer to Engineering Report/Plans (Attachment 2).</p> <p style="text-align: center;">Agree - matters to be conditioned</p>

<p>PO8 Reticulated water supply infrastructure is robust, fit for purpose, easy to maintain and readily augmented.</p>	<p>AO8.1 Reticulated water supply infrastructure design and construction is in accordance with SC6.2 Design and construction standards for development works policy.</p>	<p>Complies: Refer to Engineering Report/Plans (Attachment 2). Appropriate conditions can be applied to address this requirement. Agree - matters to be conditioned</p>
<p>PO9 The development has an adequate means of treating and disposing of effluent and other wastewater that protects public health and safety and minimises risks to the environment.</p>	<p>AO9.1 For all zones other than the Rural zone and the Recreation and open space zone, all premises connect to a reticulated sewerage system where provided.</p> <p>OR</p> <p>AO9.2 If in the Rural zone or Recreation and Open space zone or connection to a reticulated sewerage system is not available, the use incorporates an onsite wastewater treatment system that complies with the Plumbing and Drainage Act 2002.</p>	<p>Complies: The proposal will be connected to the reticulated sewerage system available to the subject site. Refer to Engineering Report/Plans (Attachment 2).</p> <p>Agree - matters to be conditioned</p>
<p>PO10 Reticulated sewerage infrastructure is robust, fit for purpose, easy to maintain and readily augmented.</p>	<p>AO10.1 Reticulated sewerage infrastructure design and construction is in accordance with SC6.2 Design and construction standards for development works policy.</p>	<p>Complies: Sewerage infrastructure work will be designed and constructed in accordance with relevant standards. Refer to Engineering Report/Plans (Attachment 2).</p> <p>Agree - matters to be conditioned</p>
<p>Roads</p>		
<p>PO11 The development incorporates road infrastructure of appropriate design and capacity that is compatible with the amount of traffic generated by the development, existing uses in the locality and through traffic.</p>	<p>no acceptable outcome identified</p>	<p>Not applicable: The proposed development does not require new road infrastructure. Disagree - external roadworks (upgrades) warranted to support traffic movements. Matters to be conditioned</p>
<p>PO12 Development generating significant pedestrian movements incorporates footpaths to a standard compatible with the locality.</p>	<p>AO12.1 If in the Centre zone, a full-width paved footpath extends along the full length of the site frontage.</p> <p>AO12.2 If in the General residential zone, a 1.2 metre wide paved footpath extends along the full length of the site frontage.</p>	<p>Not applicable: The subject site is included in the General residential zone. Agree</p> <p>Alternative Outcome: Refer to Section 9.5.1 of the Planning Report. Agree</p>

	AO12.3 If in zones other than the Centre zone or General residential zone – no acceptable outcome identified.	Not applicable. Agree
PO13 Development generating high pedestrian and cyclist movements includes the provision of shared cycle and pedestrian paths.	no acceptable outcome identified	Not applicable: The proposal is not expected to generate high volumes of pedestrian and cycle movements. Agree
PO14 Road infrastructure— (a) meets adequate geometric design, design speed, horizontal and vertical alignment, grades and structural design standards for use by vehicles, bicycles and pedestrians; (b) is safe and efficient; (c) maintains the safety of users; and (d) provides for emergency vehicles, buses and service vehicles.	AO14.1 Road and footpath design and construction is in accordance with SC6.2 Design and construction standards for development works policy. AO14.2 The width and alignment of shared pedestrian and cycle paths are in accordance with Austroads Guide to Road Design Part 6A: Pedestrian and Cyclist Paths.	Complies: The proposal will be designed to comply where necessary. Agree - matters to be conditioned
Stormwater		
PO15 Development incorporates stormwater drainage that— (a) avoids or minimises adverse impacts on environmental waters from: i. altered stormwater quality and hydrology; and ii. the release and mobilisation of sediment, nutrients and other pollutants; (b) protects the stability of buildings upstream and downstream; (c) protects the efficiency of downstream drainage; and, (d) directs stormwater to one or more lawful points of discharge.	AO15.1 Stormwater design and construction is in accordance with SC6.2 Design and construction standards for development works policy and, for any exceptions stated in SC6.2.5, the assessment benchmarks in the two following acceptable outcomes. AO15.2 At the construction phase design and construction of works achieves the stormwater management design objectives included in Table 9.4.6—Part 1 Construction phase: stormwater management design objectives, Table 9.4.7—Part 2 Construction phase: stormwater management design objectives for temporary drainage works and Table 9.4.8—Part 3 Construction phase: stormwater management design objectives for emergency	Complies AO15.1: Refer to Engineering Report/Plans (Attachment 2). The proposed stormwater drainage system will be designed in accordance with the relevant standard/s. Agree Not applicable: This information will be provided as part of a subsequent Operational Works Application. Agree - matters to be conditioned

	<p>spillways on temporary sediment basins as applicable.</p> <p>AO15.3 At the post-construction phase works achieve—</p> <p>(a) the applicable stormwater management design objectives on-site, as identified in Table 9.4.9—Post-construction phase: stormwater management design objectives; or</p> <p>(b) an alternative locally appropriate solution offsite with an equivalent or improved water quality outcome to the relevant stormwater management design objectives in Table 9.4.9—Post-construction phase: stormwater management design objectives.</p>	<p>Not applicable at this stage.</p> <p>Agree - matters to be conditioned</p>
Electricity		
<p>PO16 Development incorporates a reliable supply of electricity adequate for the proposed use.</p>	<p>AO16.1 For all zones other than the Rural zone and the Recreation and open space zone, all premises have a connection to the reticulated electricity network.</p> <p>OR</p> <p>AO16.2 If in the Rural zone or Recreation and open space zone—</p> <p>(a) premises have a connection to the reticulated electricity network; or</p> <p>(b) premises generate electricity on-site.</p>	<p>Complies: The proposal will be connected to the reticulated electricity network. Refer to Engineering Report/Plans (Attachment 2).</p> <p>Agree - matters to be conditioned</p>
<p>PO17 Reticulated electricity infrastructure meets the design, construction and operational standards of the current service provider.</p>	<p>no acceptable outcome identified</p>	<p>Proposal can be conditioned to comply.</p> <p>Agree - matters to be conditioned</p>
<p>PO18 On-site electricity generation infrastructure provides a reliable and safe</p>	<p>no acceptable outcome identified</p>	<p>Not applicable: On-site electricity generation infrastructure is not proposed.</p>

Agree

supply of electricity and meets current applicable design, construction and operational standards.		
Street Lighting and Telecommunications		
PO19 Development incorporates street lighting that is compatible with the locality and provides an acceptable level of safety for residents and motorists.	AO19.1 The provision of street lighting is in accordance with AS/NZS 1158:2005 Lighting for roads and public spaces.	Not applicable: No new roads are proposed as part of the proposal. Agree
PO20 Street lighting infrastructure meets current design, construction and operational standards.	AO20.1 The design and construction of street lighting is in accordance with AS/NZS 1158:2005 Lighting for roads and public spaces.	Not applicable: As above. Agree
PO21 Development incorporates telecommunication services that are compatible with the locality and meet reasonable community expectations.	no acceptable outcome identified	Complies: The proposal will be provided with a connection to local telecommunication services. Agree - matters to be conditioned
PO22 Telecommunication infrastructure meets the design, construction and operational standards of the relevant provider.	no acceptable outcome identified	Complies: As above and the proposal can be conditioned accordingly. Agree - matters to be conditioned
Section 3: Parking access and movement		
For accepted subject to requirements and assessable development		
Vehicular access		
PO23 Premises have safe and efficient vehicular access for motorists and maintain the safety of pedestrians.	AO23.1 Vehicular access between the local government road network and the ingress and egress points of the site meets the standards stated in SC6.2 Design and construction standards for development works policy.	Complies: Site access will be designed in accordance with the relevant standard/s. Refer to Engineering Report/Plans (Attachment 2) and Traffic Report (Attachment 3). Agree - matters to be conditioned
Vehicle Parking		
PO24 The use incorporates sufficient vehicle parking to meet demand for the number and type of vehicles for the type of development considering the practical opportunities available for shared car parking provision and the operation of alternative transport modes to private motor vehicles.	AO24.1 The number of vehicle parking spaces is not less than that identified as applicable to the defined use in Table 9.4.7—Car parking and service vehicle provision rates.	Alternative Outcome: Refer to Section 9.5.1 of Planning Report. Agree - reasonable alternative advocated in site-specific context.

<p>PO25 Vehicle parking areas are freely accessible to all employees on-site and visitors to the development during the normal hours of operation of the development with no encumbrance, fee or charge.</p>	<p>AO25.1 Vehicle parking areas have no gateways, doors, or similar devices that restrict vehicular access by employees or visitors.</p>	<p>Complies: Refer to Proposal Plans (Attachment 1), Engineering Report/Plans (Attachment 2) & Traffic Impact Assessment (Attachment 3). Agree</p>
<p>PO26 Vehicle parking areas, driveways and associated accesses function satisfactorily and are constructed and line-marked to be suitable for their intended purpose.</p>	<p>AO26.1 All vehicle-parking areas on the lot are in accordance with AS2890.1 Parking facilities—Offstreet car parking (excepting for sections 4.3 and 4.4 and Appendix C).</p> <p>AO26.2 Where the development includes a combination of ‘low turnover’ and ‘high turnover’ car spaces (as defined in the Australian Standard), the parking spaces and aisles meet the high turnover or Class 3 requirements in AS2890.1 Parking facilities—Off-street car parking.</p> <p>AO26.3 Vehicle parking areas are constructed with a hardstand surface.</p> <p>AO26.4 Signs and line marking are in accordance Queensland Department of Main Roads Manual of Uniform Traffic Control Devices.</p> <p>AO26.5 There is no increase in the number of access points to State-controlled roads or significant local government roads as identified on Overlay Map OM-INFR-01.</p>	<p>Complies: All parking areas have been designed in accordance with AS2890.1 <i>Parking facilities—Offstreet car parking (excepting for sections 4.3 and 4.4 and Appendix C)</i>. Agree - matters to be conditioned</p> <p>Not applicable. Agree</p> <p>Complies Agree - matters to be conditioned</p> <p>Can be conditioned to comply. Agree - matters to be conditioned</p> <p>Alternative Outcome: Refer to Section 9.5.1 of Planning Report Agree - SARA have granted approval for new permitted road access location to State-controlled road</p>
<p>PO27 The premises incorporate access and parking for people with disabilities or mobility impairment.</p>	<p>AO27.1 Parking spaces for people with disabilities is available at the rate set out in</p>	<p>Complies: One (1) PWD space has been provided in accordance with AS2890.6 <i>Parking</i> Agree - matters to be conditioned</p>

	<p>AS2890.6 Parking facilities—Off-street parking for people with disabilities.</p> <p>AO27.2 Access and internal manoeuvring is available in accordance with AS2890.6 Parking facilities—Off-street parking for people with disabilities, and AS1428 Design for access and mobility.</p>	<p><i>facilities—Off-street parking for people with disabilities.</i></p> <p>Complies: Refer to Engineering Report/Plans (Attachment 2) & Traffic Impact Assessment (Attachment 3). These reports/plans demonstrate that access and internal manoeuvring is in accordance with AS2890.6 <i>Parking facilities—Off-street parking for people with disabilities, and AS1428 Design for access and mobility.</i> Agree - matters to be conditioned</p>
Vehicle Manoeuvring		
<p>PO28 Premises avoid the use of the public road system for movement between car parking and vehicle service areas in the development.</p>	<p>AO28.1 Manoeuvring and circulation areas within the site meet the standards in Austroads Design Vehicles and Turning Path Templates; AS2890.1 Parking facilities—Off-street car parking; and AS2890.2 Parking facilities—Off-street commercial vehicle facilities.</p> <p>AO28.2 All vehicles can enter and exit the premises in forward gear.</p>	<p>Complies: Refer to Engineering Report/Plans (Attachment 2) & Traffic Impact Assessment (Attachment 3). These reports/plans demonstrate that the manoeuvring and circulation areas within the site meet the standards in the <i>Austroads Design Vehicles and Turning Path Templates; AS2890.1 Parking facilities—Off-street car parking; and AS2890.2 Parking facilities—Off-street commercial vehicle facilities.</i> Agree - matters to be conditioned</p> <p>Complies: All vehicles can enter and exit the site in a forward gear. Agree</p>
Loading, unloading and service spaces		
<p>PO29 Loading and unloading areas allow for the—</p> <ul style="list-style-type: none"> (a) collection and set down of passengers; (b) parking of trailers; (c) service vehicle parking; and, (d) loading and unloading of goods. 	<p>AO29.1 Premises incorporate loading, unloading and set down areas in accordance with AS2890.2 Parking facilities—Off-street commercial vehicle facilities.</p>	<p>Complies: Refer to Engineering Report/Plans (Attachment 2) & Traffic Impact Assessment (Attachment 3). These reports/plans demonstrate that the proposal incorporates a loading, unloading and set down area in accordance with AS2890.2 Parking facilities—Off-street commercial vehicle facilities. Agree - matters to be conditioned</p>

	AO29.2 For sites greater than 4,000m ² in area, provision is made for service vehicles in accordance with Table 9.4.7—Car parking and service vehicle provision rates.	Complies: Service vehicle parking has been provided in accordance with Table 9.4.7 Agree
For assessable development		
Cyclists and pedestrians		
PO30 Pathways within the site provide for safe and convenient access so that— (e) the main pedestrian access from the street to the building is easily identified; and (f) the vehicular access to the site is separate from the pedestrian access; and (g) design features— i. delineate areas of potential conflict between vehicles and pedestrians; ii. provide a low-speed traffic environment within the site; and iii. incorporate appropriate lighting, directional signs, and pavement marking.	no acceptable outcome identified	Complies: Internal pathways have been designed in accordance with PO30. Refer to supporting documentation. Agree - matters to be conditioned
PO31 The use incorporates adequate bicycle parking on the lot that meets appropriate design and construction standards.	AO31.1 For all uses, other than residential uses, where the required vehicle parking provision exceeds 20 parking spaces—the number of on-site bicycle parking facilities is not less than that set out in Department of Main Roads Road Planning and Design Manual (Table 5.12). AO31.2 On-site bicycle facilities meet the requirements in AS2890.3 Parking Facilities—Bicycle parking facilities.	Not applicable Agree Agree Not applicable: Bicycle parking is not required as part of a Service Station development and as such, no bicycle parking has been provided.
Amenity		
PO32 Vehicle parking and manoeuvring areas and traffic generated by the use do not	AO32.1 All areas on the site on which vehicles drive are constructed and surfaced to the standards set out in SC6.2 Design and	Complies: The proposal has been designed in accordance with the standards set out in SC6.2 <i>Design and construction standards for</i> Agree - matters to be conditioned

<p>adversely affect amenity or result in an environmental nuisance having regard to— (h) the appearance of such areas; (i) dust emissions; and (j) noise from vehicle movement.</p>	<p>construction standards for development works policy.</p>	<p><i>development works policy</i>. Refer to Engineering Report/Plans (Attachment 2) & Traffic Impact Assessment (Attachment 3).ss</p>
<p>Section 4: Erosion and sediment control</p>		
<p>For accepted subject to requirements and assessable development</p>		
<p>PO33 Construction activities for development avoid degradation of the site and avoid or minimise adverse impacts on stormwater quality.</p>	<p>AO33.1 If in an urban area—the works include the design, installation, construction, operation, monitoring and maintenance of erosion sediment control practices in accordance with the Urban Stormwater Quality Planning Guidelines 2010.</p> <p>OR</p> <p>AO33.2 If in a rural area—no acceptable outcome identified.</p>	<p>Proposal can be conditioned to comply. <i>Agree - matters to be conditioned</i></p>
<p>Section 5: Fire Services in development accessed by common private title where any part of the development or any building is more than 90 metres from the nearest located fire hydrant</p>		
<p>For assessable development</p>		
<p>PO34 Hydrants are located in positions that will enable fire services to access water safely, effectively and efficiently.</p>	<p>AO34.1 Residential streets and common access ways within a common private title should have hydrants placed at intervals of no more than 120 metres and at each intersection. Hydrants may have a single outlet and be situated above or below ground.</p> <p>AO34.2 Commercial and industrial streets and access ways within streets serving commercial properties such as factories, warehouses and offices should be provided with above or below ground fire hydrants at nor more than 90-metre intervals and at each street intersection. Above</p>	<p>Not applicable. <i>Agree</i></p>

	ground fire hydrants should have dual valved outlets.	
PO35 Road widths and construction within the development are adequate for fire emergency vehicles to gain access to a safe working area close to buildings and near water supplies whether or not on-street parking spaces are occupied	AO35.1 Road access minimum clearances of 3.5 metres wide and 4.8 metres high are provided for safe passage of emergency vehicles.	Not applicable Agree
PO36 Hydrants are suitably identified so that fire services can locate them at all hours.	AO36.1 Hydrants are identified as specified in 'Identification of street hydrants for fire fighting purposes' on the Department of Transport and Main Roads website61.	Not applicable Agree

9.4.1 Advertising devices code

9.4.1.1 Application

1. This code applies to development that is accepted subject to requirements or assessable, involving carrying out operational work for placing an advertising device on premises to the extent identified in Part 5 Tables of assessment.
2. When using this code, reference should be made to section 5.3.2 and, where applicable, section 5.3.3 located in Part 5 Tables of assessment.

9.4.1.2 Purpose and overall outcomes

1. The purpose of the advertising devices code is to ensure that advertising devices have minimal impacts on the visual amenity and character of an area and maintain the safety of pedestrians, cyclists and motorists.
2. The purpose of the code will be achieved through the following overall outcomes—
 - a. advertising devices—
 - i. do not impact on the visual amenity of the Region and the scenic qualities including views and vistas, especially from tourist routes;
 - ii. do not result in visual clutter;
 - iii. locate in positions, and have dimensions, that bear a reasonable relationship to the surrounding area;
 - iv. do not dominate or otherwise adversely affect the surrounding landscape setting;
 - v. do not create a traffic hazard for road network users.

9.4.1.3 Performance and acceptable outcomes

Table 9.4.1—Advertising devices code: Accepted subject to requirements and assessable development POs and AOs

Performance Outcomes	Acceptable Outcomes	Code Compliance
Visual Amenity		
PO1 Advertising devices do not— a) detract from the desirable characteristics of the natural and built environment in non-residential localities; or b) cause visual clutter.	AO1.1 In the Centre, Community facilities, Industry, Recreation and open space and Township zones the advertising device— a) complies with the dimensions and characteristics stated in Table 9.4.2—Advertising devices: Acceptable dimensions and characteristics; b) is ancillary to, and associated with lawful use of the premises on the same land; and	Not applicable: The site is included in the <i>General residential zone</i> . Agree

	<p>c) if a freestanding sign— (i) locates on a lot of 2000m² or greater; (ii) is the only freestanding sign on the lot; (iii) is not collocated with any existing moving sign, freestanding sign or three-dimensional sign; and (iv) is a minimum of 6 metres from an adjoining site boundary or road frontage.</p>	
<p>PO2 Advertising devices in rural localities do not— a) adversely impact the visual amenity of adjoining premises; b) dominate their landscape setting; or c) detract from the scenic quality of the area including views and vistas; or d) cause visual clutter.</p>	<p>AO2.1 In the Rural zone – a) the advertising device complies with the dimensions and characteristics stated in Table 9.4.2—Advertising devices: Acceptable dimensions and characteristics; b) there is only one advertising device on the lot; and c) the advertising device is a minimum of— (i) 1 km from any other advertising device, unless it is ancillary to and associated with a lawful use of the premises on the same land; and (ii) 200 metres from any existing dwelling house; (iii) 3 metres from an adjoining site boundary; and (iv) 6 metres from a road frontage.</p>	<p>Not applicable: site is included in the <i>General residential zone</i>. Agree</p>
<p>PO3 Advertising devices— a) do not adversely impact on the visual amenity of the surrounding area; b) do not cause visual clutter; and c) are of a scale commensurate with the residential density of the locality.</p>	<p>AO3.1 In the General residential zone and Rural residential zone— a) an advertising device is a home-based business sign or a fence sign complying with the dimensions and characteristics stated in Table 9.4.2—Advertising devices:</p>	<p>Alternative Outcome: Refer to Section 9.5.1 of Planning Report. Agree</p>

	Acceptable dimensions and characteristics; and b) is ancillary to, and associated with a lawful use of the premises on the same land.	
Safety		
PO4 The advertising device— a) does not unduly obstruct or distract, vehicular, pedestrian or cycle traffic; and b) does not due to height or illumination, interfere with the use, operation or safety of any airport; and c) is safely constructed.	AO4.1 The advertising device— a) complies with the dimensions and characteristics stated in Table 9.4.2— Advertising devices: Acceptable dimensions and characteristics; b) is clear of any roadway or vehicular crossover; c) is clear by a minimum of 1 metre from existing service infrastructure; and d) construction is in accordance with the standards in Sections 3.1 and 3.2 of AS 1170.1 1989.	Complies: The proposed advertising devices: <ul style="list-style-type: none"> • Are clear of any roadway or vehicular crossover; • Are clear by a minimum of 1 metre from existing service infrastructure; and • Will be constructed in accordance with the standards in Sections 3.1 and 3.2 of AS 1170.1 1989. <p>Agree - matters to be conditioned</p>
Illumination		
PO5 An advertising device that incorporates flashing or pulsating forms of illumination, a digital advertising device or an electronic display component of an advertising device— a) is compatible with the surrounding amenity and character; b) does not cause a nuisance; c) does not cause distraction or compromise traffic safety; and d) does not cause or contribute to visual clutter.	AO5.1 A flashing sign, digital advertising device or electronic display component of an advertising device— a) has no content that emulates a traffic control device; and b) has a maximum surface luminance of 350 cd/m ² during hours of darkness and 6000 cd/m ² during daylight hours. AO5.2 A digital advertising device or electronic display component of an advertising device— a) includes only static images or text with a dwell time of 8 seconds or more;	Complies: The 6m tall pylon freestanding sign will be used to advertise fuel pricing (digital or electronic and no flashing). All the proposed advertising devices will comply with AO5.1 (a) & (b). Agree - matters to be conditioned Complies: Proposed advertising devices will comply with AO5.2 (a) – (d). Agree - matters to be conditioned

	<ul style="list-style-type: none">b) has no animations, video or scrolling content;c) incorporates a sensor to adjust illumination levels according to ambient light levels; andd) defaults to a blank screen in the event of a malfunction.	
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ECONOMIC NEED AND IMPACT ASSESSMENT

**PROPOSED SERVICE STATION
FREDERICK STREET, BIGGENDEN**

PREPARED FOR:
SJS FUELS PTY LTD

23009
APRIL 2023

FORESIGHT PARTNERS

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Disclaimer

The sole purpose of this report is to provide SJS Fuels Pty Ltd (the Client) with information in accordance with Foresight Partners Pty Ltd's scope of services set out in its proposal to the Client.

Foresight Partners has relied upon information relevant to this report provided by government agencies, the Client and others. Except as otherwise stated in the report, Foresight Partners has not attempted to verify the accuracy or completeness of such information.

The assumptions underlying the findings, observations, forecasts and conclusions presented in this report are subject to significant uncertainties and contingencies. Therefore, actual results may differ significantly from forecast results. Foresight Partners do not make or imply any warranty or guarantee with respect to the data reported or to the findings, observations, forecasts and conclusions expressed in this report. Foresight Partners cannot confirm or guarantee achievement of any forecast growth or performance, as future events, by nature, are not amenable to independent confirmation or substantiation.

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1. INTRODUCTION

1.1 Subject Site and Proposed Development

The subject site comprises Lot 11 and Lot 21 Frederick Street, Biggenden.

Current plans for the proposed development include a service station with five bowsers, being three under a car canopy and two under a truck canopy. The service station tenancy will have a Gross Floor Area (GFA) of 200m².

As at 2021, Average Annual Daily Traffic (AADT) along Caroline Street (passing the subject site) was around 1,736 vehicles, of which around 20.2% comprised heavy vehicles. This proportion is considered very high and can be explained by the highway location and relatively low local population.

Figure 1.1 shows an aerial view of the subject site and its local surroundings. The only existing service station in Biggenden (BP) is located on the opposite side of Caroline Street (Isis Highway) around 100 metres from the subject site.

1.2 Purpose of Report

This report was commissioned by the applicant (SJS Fuels Pty Ltd) to assess:

- the demand and need for the proposed development;
- potential economic impacts of the proposal; and
- likely community benefits associated with the proposal.

In preparing this report, a number of investigations were undertaken. These included:

- definition of a local trade area for the proposal;
- analysis of likely trade area population growth and its socio-economic characteristics;
- review of competitive service stations;
- forecast fuel demand in the local area with consideration of passing vehicles along Caroline Street (Isis Highway);
- analysis of likely sales of the proposal based on a turn-in rate analysis;
- assessment and discussion of potential economic impacts; and
- assessment and discussion of need and community benefits.



2. MARKET FUNDAMENTALS

2.1 Defined Local Trade Area

Primary and Secondary Trade Areas (PTA and STA) have been defined to represent a Total Trade Area (TTA) from which a service station at the subject site is likely to draw a portion of its regular trade.

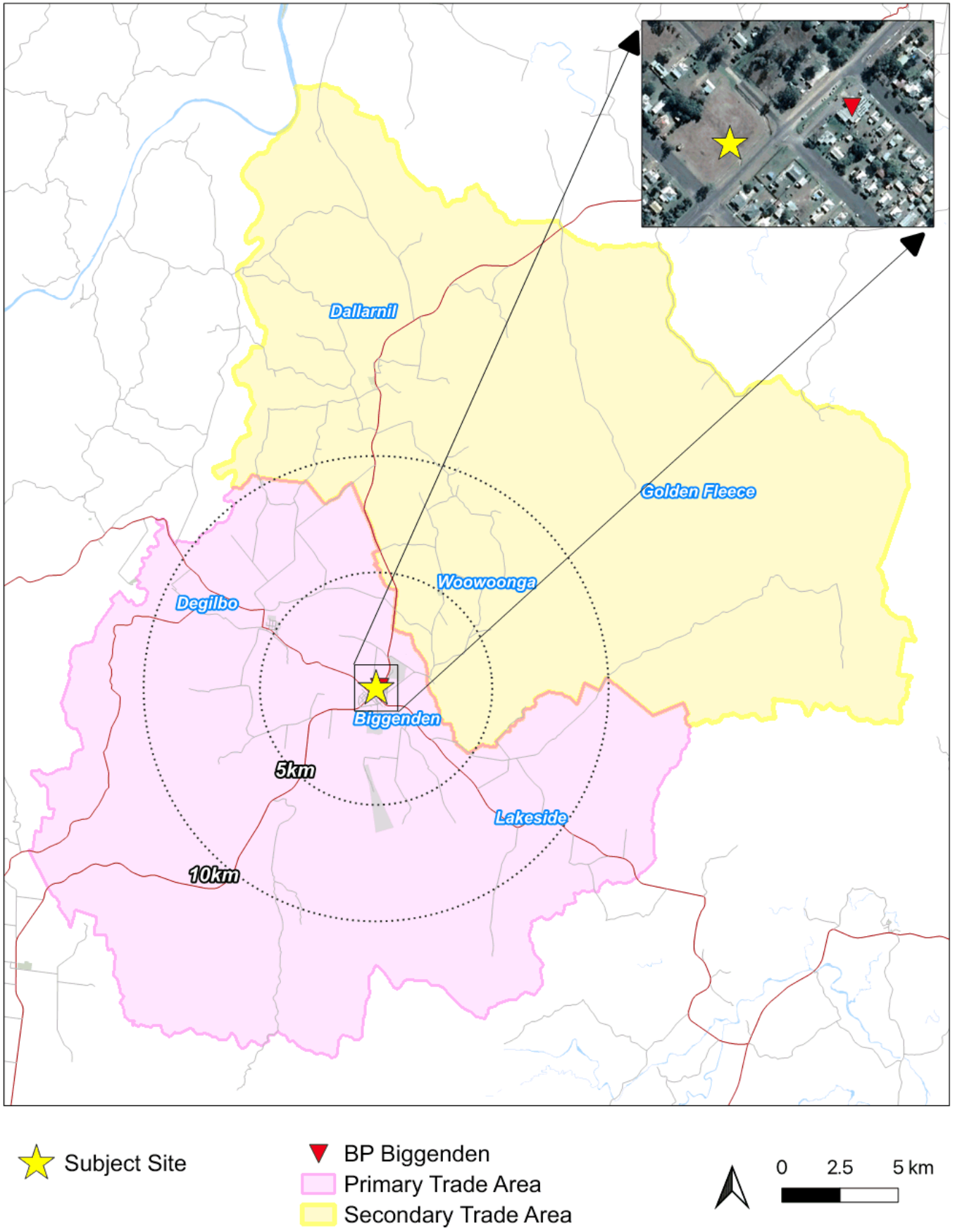
Several factors influence the geographic extent of the defined trade areas, including:

- The size and function of the proposed service station at the subject site;
- The size and proximity of existing (and future) potentially competitive service stations;
- The ease of access to the subject site by car; and
- Natural and man-made barriers to movement, such as the road network and topographic features.

Figure 2.1 shows the only competitive local service station (BP) and the defined trade areas for the proposed service station at the subject site.

The existing BP Biggenden and the proposal would likely meet the vast majority of the trade area's fuel needs.

Figure 2.1: Defined Trade Areas and Existing Competition



2.2 Population Growth

Table 2.1 sets out the estimated resident population in the Total Trade Area between 2016 and 2033.

The Total Trade Area population as at the 2021 Census was around 1,440 persons. The current population is approximately 1,450 persons, which is expected to increase to around 1,490 persons by 2033. Majority of the population of the Total Trade Area is concentrated in the Biggenden urban area (i.e. the PTA).

Table 2.1: Estimated Resident Population, Defined Total Trade Area, 2016 to 2033

	2016	2021	2023	2025	2027	2029	2031	2033	Incr. 2023-2032
Primary Trade Area									
Population	1,065	1,025	1,030	1,030	1,035	1,035	1,040	1,040	10
Occupied Dwellings	495	510	515	520	525	525	530	535	20
Persons per Dwelling	2.15	2.01	2.00	1.98	1.97	1.97	1.96	1.94	
Secondary Trade Area									
Population	370	415	420	430	435	440	450	450	30
Occupied Dwellings	155	190	195	200	200	205	210	210	15
Persons per Dwelling	2.39	2.18	2.15	2.15	2.18	2.15	2.14	2.14	
Total Trade Area									
Population	1,435	1,440	1,450	1,460	1,470	1,475	1,490	1,490	40
Occupied Dwellings	650	700	710	720	725	730	740	745	35
Persons per Dwelling	2.21	2.06	2.04	2.03	2.03	2.02	2.01	2.00	

Source: Foresight Partners' estimates based on ABS Census data, QGSO Population Projections Medium series (2018 edition), ABS Dwelling Approval data, and proposed and approved residential developments. Figures are rounded.

2.3 Socio-economic Characteristics

A summary of the demographic characteristics of trade area residents compared to the North Burnett LGA and Queensland are shown in Table 2.2. Key differences include:

- The Total Trade Area has an older age profile than the North Burnett LGA and Queensland, with an average age of 51.3 years (compared to 45.4 years and 39.3 years for the North Burnett LGA and Queensland respectively);
- The Total Trade Area has a significantly lower labour force participation rate;
- Average annual household income in the Total Trade Area (\$63,636) is significantly lower than the North Burnett LGA (\$77,970) and Queensland (\$117,932);
- A much higher proportion of Total Trade Area residents own their homes outright (58.7%) compared to the North Burnett LGA (47.1%) and Queensland (29.5%);
- The Total Trade Area exhibits mobility commensurate with the LGA and Queensland averages, with around 55.5% of households owning two or more cars;

Based on the above, it is concluded that the Total Trade Area is characterised by an older, retired or semi-retired population with minimal household occupancy costs and average mobility.

Table 2.2: Socio-economic Characteristics, Total Trade Area, 2021

	PTA	STA	TTA	North Burnett LGA	QLD
Age (% residents)					
0-9 (Gen Alpha)	8.2	11.9	9.3	9.7	12.1
10-24 (Gen Z)	12.8	10.6	12.2	15.8	19.0
25-39 (Millennials/Gen Y)	10.6	11.1	10.8	14.5	20.5
40-54 (Gen X)	15.5	18.8	16.4	17.7	19.5
55-74 (Baby Boomers)	32.8	38.6	34.4	30.2	21.7
75+ (Interwar Gen)	19.9	8.9	16.9	12.0	7.2
Average Age (Years)	52.4	48.5	51.3	45.4	39.3
Employment (%)					
In labour force	38.1	48.1	40.8	59.5	65.8
Unemployed	9.2	8.5	9.0	5.0	5.4
White collar occupations	52.4	62.5	55.6	57.5	68.8
Employed per household (persons)	0.61	0.82	0.66	1.09	1.31
Household Income					
Average (\$2022 values)	\$63,724	\$63,400	\$63,636	\$77,970	\$117,932
Dwelling Structure (% households)					
Detached	95.0	100.0	96.3	94.3	75.0
Semi-detached	0.9	0.0	0.7	1.6	11.7
Flats/units	0.0	0.0	0.0	1.7	12.5
Other structure	4.1	0.0	3.0	2.4	0.7
Dwelling Tenure (% households)					
Owned	58.9	58.1	58.7	47.1	29.5
Purchasing	19.1	31.6	22.3	23.5	35.0
Renting	19.6	10.3	17.2	24.4	33.6
Average Annual Occupancy Cost - Mortgages	\$11,838	\$14,838	\$12,582	\$17,440	\$25,166
Average Annual Occupancy Cost - Rentals	\$11,593	\$11,286	\$11,556	\$11,561	\$21,193
Mobility (% households)					
No car	4.4	3.3	4.1	4.7	5.8
1 Car	44.0	29.6	40.4	33.9	35.8
2 or more cars	51.5	67.1	55.5	61.4	58.4
Avg. Vehicles per Household (no.)	1.71	2.10	1.81	1.95	1.80
Education (% persons Aged 20+)					
Bachelors Degree	4.8	6.2	5.2	7.3	16.2
Grad Dip/Grad Cert	0.3	1.2	0.6	0.9	2.4
Postgraduate Degree	0.0	1.2	0.3	1.0	5.1
Family Type (% households)					
Couples with Children	14.4	18.2	15.4	21.0	29.3
Couples without Children	33.6	36.9	34.5	33.9	28.6
Single Parent Household	7.8	10.5	8.5	8.8	12.0
Lone Person Household	39.3	29.4	36.7	31.5	24.7
Group/Other Household	4.8	4.9	4.8	4.8	5.5
Avg. Household Size (persons)	2.01	2.19	2.05	2.25	2.53

Source: ABS Census 2021.

3. FORECAST FUEL DEMAND

3.1 Competition

A service station at the subject site is realistically likely to compete with only one other service station, BP Biggenden, located around 100m north-east of the subject site along Caroline Street. The BP has three bowsers, comprising two under a canopy and one designed to cater to heavy vehicles.

The next nearest service stations are in Apple Tree Creek and Childers, over half an hour from the subject site by car.

3.2 Local Fuel Market Size

Estimates of the Total Trade Area fuel market size are based on the following assumptions:

- The average number of vehicles per household in the Primary and Secondary Trade Areas remains consistent (at 1.71 and 2.10 respectively);
- The average annual travel distance per vehicle (in kilometres) is 25% higher in the Total Trade Area compared to the Queensland average (given the rural nature of the area); and
- The average fuel consumption per vehicle is commensurate with the Queensland average, at 11.1 litres per 100 kilometres.

Table 3.1 sets out the Total Trade Area fuel market size based on these assumptions.

It is estimated that Total Trade Area residents generate demand for around 2.4 million litres in 2023, which is expected to remain relatively consistent to 2032 due to limited population growth.

The implications of this analysis include:

- The number of Total Trade Area vehicles is consistent with expectations in consideration of AADT counts passing the subject site;
- Demand for fuel by Total Trade Area residents alone is sufficient to support one service station, without considering the substantial amount of external trade that likely occurs in this location; and
- The proposed service station is likely to draw around 45% of its total fuel sales from Total Trade Area residents.

Table 3.1: Total Trade Area Fuel Market Size, 2023 to 2033

	2023	2025	2027	2029	2031	2033
PTA Households	515	520	525	525	530	535
Average Vehicles per Household	1.71	1.71	1.71	1.71	1.71	1.71
PTA Total Vehicles	883	892	900	900	909	917
STA Households	185	185	190	195	200	200
Average Vehicles per Household	2.10	2.10	2.10	2.10	2.10	2.10
STA Total Vehicles	388	388	399	409	420	420
Total Trade Area Vehicles	1,271	1,280	1,299	1,309	1,328	1,337
Average QLD Travel/Vehicle (km)	16,875	16,875	16,875	16,875	16,875	16,875
Average QLD Vehicle Fuel Consumption (L/100km)	11.1	11.1	11.1	11.1	11.1	11.1
Average Annual Fuel Usage/Vehicle (L)	1,873	1,873	1,873	1,873	1,873	1,873
PTA Annual Fuel Demand (million litres)	1.7	1.7	1.7	1.7	1.7	1.7
STA Annual Fuel Demand (million litres)	0.7	0.7	0.7	0.8	0.8	0.8
Total Annual Fuel Demand (million litres)	2.4	2.4	2.4	2.5	2.5	2.5

Source: ABS Census 2021, ABS Survey of Motor Vehicle Use (2018 for pre-COVID figures), ABS Motor Vehicle Census (2021), Foresight Partners. Figures may not add due to rounding.

3.3 Turn-in Rate Analysis

To estimate future demand and sales for a service station at the subject site, we have undertaken a turn-in rate analysis. This analysis applies an estimated turn-in rate to AADT passing the proposed service station.

Table 5.2 sets out estimates of fuel sales (in million litres and dollars) for the proposed service station based on known AADT figures and Foresight Partners' estimates of future AADT growth¹. The estimated vehicle turn-in rate of 5.5% is based on available data for similar service stations.

It is estimated that the proposed service station could achieve fuel sales of around 2.54ML in 2025, and total sales of around \$5.38 million. This represents a viable operating level.

¹ Based on population growth in the region, the estimated number of vehicles in the Total Trade Area and historic AADT counts.

Table 3.2: Turn-in Rate and Sales Analysis, Proposed Service Station

	Actual	Forecast	Forecast
	2021	2023	2025
Estimated Daily Passing Traffic (AADT)	1,736	1,771	1,806
Vehicle Turn-in Rate			5.50%
Average Daily Patronage (vehicles)			99
Average Purchase per Vehicle (litres) *			70
Fuel Sales per Annum (million litres)			2.54
Fuel Price per Litre			1.8
Fuel Turnover per Annum (\$m)			4.57
Convenience Retail Sales (\$m)			0.81
Total Service Station Sales (\$m)			5.38

Source: Department of Transport and Main Roads Traffic Census Data via Queensland Government Open Data Portal, Foresight Partners. Figures may not add due to rounding. Assumes constant fuel price. *Higher than average due to high proportion of heavy vehicles with greater fuel requirements.

4. POTENTIAL IMPACTS

4.1 Impact Implications

Potential impacts of the proposed service station are likely to be concentrated primarily upon the existing BP service station in the Biggenden locality.

However, due to its location and the lack of competitive service stations nearby, it is likely that the BP Biggenden service station is overtrading.

It is estimated that BP Biggenden currently generates an annual turnover of around \$10 million. This is in consideration of the monopoly it enjoys in the Total Trade Area, and the likely significant sales from passing traffic.

The introduction of the proposal will redirect custom from the BP to the proposal, however the BP is expected to remain viable at post-impact sales of around \$4-5 million per annum. This is slightly lower than the proposal due to its offering (i.e. less bowsers).

Furthermore, additional sales will likely be directed to the proposal from passing traffic that would not otherwise refuel in Biggenden. This is due to the provision of a new/modern facility and an increased choice of service stations (and brands).

5. NEED AND BENEFITS

Need for the proposal is demonstrated by the following:

- The limited provision of only one service station in the Total Trade Area.
- Current passing traffic volumes are sufficient to support two service stations. Therefore, there is an economic need for an additional service station in this location.
- The proposal will rely on both trade area resident demand and passing trade. This assessment demonstrates that the proposal would be viable, and capture a reasonable proportion of fuel demand generated by trade area residents.
- Potential impacts of the proposal would be of an acceptable level and would unlikely threaten the viability of the existing BP service station.

Benefits of the proposed development include:

- A modest number of jobs would be supported during the construction phase, and on-going employment would be generated once the proposed service station is trading. Based on discussions with the applicant, it is expected that around 10-12 ongoing jobs will be supported, with a portion of these available to junior employees (e.g. new entrants to the workforce).
- Greater choice and variety in refueling facilities available to Total Trade Area residents and passing traffic. This is particularly relevant in an area with only one existing option for fuel services.
- Fostering price competition with the existing service station resulting in consumer benefits. This is particularly important as the local market is currently monopolised by a single service station.

It is concluded that there is a demonstrated economic need for the subject proposal, and it will provide a number of community benefits.



Property Market Analysis and Development Strategies

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23009
19 October 2023

SJS Fuels Pty Ltd
C/- Jaiden Banks and Jimmy Singh

Dear Jaiden,

Re: Economic Response to Submissions, Proposed Service Station, John Street and Frederick Street, Biggenden (DA230024)

As requested, we set out the following response to submissions received with respect to the subject Development Application (DA230024) as relevant to economic need. This response should be read in conjunction with our economic need and impact assessment report (dated April 2023) submitted with the subject DA.

What is Economic and Community Need?

In considering the submissions lodged with respect to this DA, it is important to identify the definition and interpretation of economic and community need.

The concept of need is well understood and regularly discussed and assessed in the Queensland Planning and Environment Court which is the ultimate arbiter of Planning Scheme interpretation and discretionary assessments.

Previously, in respect of the concept of need, the Court has held that:

- need does not mean pressing need, critical need, nor a widespread desire. Rather, a thing is needed if its provision, taking all things into account, will improve the physical well-being of the community¹, or would on balance improve the services and facilities available²;
- whether a need exists is to be decided from the perspective of the community. In planning terms it is interpreted as indicating a facility which will improve the ease, comfort, convenience, and efficient lifestyle of the community³;
- fundamental to the principle of need is that it is a matter to be judged from the perspective of community interest rather than that of any individual such as the applicant, a commercial competitor or particular objectors⁴;
- the impact of a proposed development on existing like businesses is not a matter which is to be taken into account adversely to the proposed new facility unless the extent of competition will cause an overall adverse effect on the extent and adequacy of facilities available to the community⁵;

¹ Cut Price Stores Retailers v Caboolture Shire Council [1984] QPLR 126 at 131.

² Roosterland Pty Ltd v Brisbane City Council (1986) 23 APA 58 at 60.

³ Fitzgibbons Hotel Pty Ltd v Logan City Council [1997] QPELR 208 at 213.

⁴ TMP Holdings Pty Ltd v Caloundra City Council [2002] QPELR 1 at [9]; Isgro v. Gold Coast City Council & Anor [2003] QPELR 414.

⁵ Kentucky Fried Chicken Pty Ltd v Gantidis (1979) 140 CLR 675, at 687

- any possible adverse effects on an existing business will only be relevant to the extent that there is a risk of a reduction in the level of services enjoyed by the community by depressing one provider and not replacing it with another⁶; and
- the provision of competition and choice can be a matter which provides for a need⁷.

Our economic need and impact assessment was prepared in consideration of the above and it is clear that, having regard to these interpretations, there is a need for the proposed development.

Matters Raised in Submissions

Our responses to the key issues raised in the submissions (where relevant to need) are outlined below with regard to the definition/interpretations of need outlined above. Matters related to traffic, amenity, noise, etc are referred to the relevant consultants in these fields.

Table 1: Economic Response to Matters Raised in Submissions, DA230024

No.	Matter Raised:	Our Response:
1	<p>The proposed development would <i>'disadvantage established stakeholders'</i>.</p> <p>The proposal will erode the viability of Biggenden Food and Fuel.</p>	<p>The submitted economic need and impact assessment appropriately addresses demand, need, and impacts of the proposed development.</p> <p>Commercial competitive impacts are not a planning concern where there is sufficient demand to support the existing and proposed facilities. Furthermore, the provision of competition and choice is a matter which supports need, as held by the P&E Court.</p> <p>Also held by the P&E Court, need is a matter to be judged from the perspective of community interest, rather than that of any individual such as the applicant, a commercial competitor, or particular objectors.</p> <p>The submissions do not offer any evidence or analysis to justify their claims that there is sufficient demand to support only one service station.</p>
2	<p>There is no need for another fuel and food outlet in a township as small as Biggenden.</p>	<p>Need is appropriately addressed in the submitted economic need and impact assessment. It should be noted that the demonstrated need is current, and does not rely upon future demand growth.</p> <p>An example of a small rural township with two viable fuel outlets is Goomeri, located around 112km by road south of Biggenden. The Goomeri catchment (~10-15km radius) of 1,050 residents (2021 data) plus passing traffic supports two service stations, namely Shell and BP. By comparison, the Biggenden catchment had a 2021 population of around 1,440 residents (p6 of our report) and is therefore sufficient to support the proposal. There are several other examples of townships we could provide.</p>
3	<p>Historic closure of other food/fuel facilities indicates that the market is</p>	<p>There are many aspects that determine the ongoing viability of a fuel facility which include (but are not limited to) market</p>

⁶ Zieta No. 59 Pty Ltd v Gold Coast City Council (1987)

⁷ Bunnings Building Supplies Pty Ltd v Redland Shire Council (2000) QPELR 193, at 198.

No.	Matter Raised:	Our Response:
	too small to support another fuel facility.	<p>size, site location and exposure, marketing/signage, personal financial circumstances/debt, etc.</p> <p>It is noted that personal financial circumstances are not a relevant consideration in planning assessment.</p> <p>With regard to the above, the closure of a historic facility cannot be directly linked to insufficient need for a second fuel retailing facility in Biggenden, particularly where a site presumably required significant capital expenditure to repair fire damage (as stated in the submissions).</p>
4	There is no need for an additional food outlet in Biggenden.	<p>The proposed Development Application is for a Service Station use which is distinct from a Food and Drink Outlet use. The proposed Service Station tenancy will operate in accordance with the prescribed use definition.</p>
5	There is a second fuel retailer in Biggenden (Dowlings) which is not considered in the economic assessment.	<p>Based on a review of online sources (Google Maps & Street View, aerial imagery) Dowlings Transport at 34 Victoria Street, Biggenden was publicly advertising fuel sales in April 2021 and at Sept 2022 with a small roadside sign.</p> <p>'Dowlings' appears to be a home-based transport business and is not equipped to handle typical customer volumes of a commercial fuel operation nor does it have main road exposure to conveniently serve passing traffic. There is no significant road signage nor is there a fuel bowser clearly visible from the road frontage.</p> <p>Furthermore, this facility is not included in the state government register of fuel price reporting indicating that this is not a commercial fuel retailing facility.</p> <p>It is expected that commercial fuel sales at this facility would be minimal and would not materially impact the assessment we have undertaken.</p> <p>In any case, a separate submission indicates that 'Dowlings' have ceased the sale of fuel to the public.</p>
6	There are fuel options in Childers, Bundaberg, Maryborough, and Ban Ban Springs.	<p>These locations are well-beyond the relevant trade area/catchment considered in the economic need and impact assessment are of little relevance to this analysis.</p> <p>While it is acknowledged that fuel facilities exist in these locations, need for the proposal is demonstrated in consideration of a more localised trade area/catchment.</p> <p>Furthermore, we would not consider these as 'convenient' locations for trade area residents to refuel given the nearest service stations beyond the catchment are 38km (Ban Ban Springs) to 46km (Childers) by road from the subject site.</p>
7	Competition will not decrease fuel prices.	<p>It is widely accepted (by the P&E Court and economic experts) that new market entrants stimulate price competition, particularly where the entrant is an independent operator. In our experience, we have observed fuel price decreases in regional townships in Queensland due to the</p>

No.	Matter Raised:	Our Response:
		establishment of a second fuel operator (where there was a monopoly held by one fuel outlet). Protection from commercial competition is not a relevant planning matter, and in fact, represents a community disbenefit.

Conclusion

Based on the above, it is concluded that there is no information/analysis provided in the submissions which undermine the conclusions of the economic need and impact assessment submitted with the Development Application.

It is maintained that there is a demonstrated and present need for the proposed development.

We trust this letter contains sufficient information and explanation. If anything further is required, please contact the undersigned.

Yours sincerely,



Jordan Musk
Director

ENGINEERING REPORT

PROPOSED SERVICE STATION DEVELOPMENT FREDERICK STREET, BIGGENDEN

Prepared for:
SJS Fuels Pty Ltd
August 2023
Reference: 3020-ENG01



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Proposed Service Station Development – Frederick Street, Biggenden



Final Issue Approval			
Date	Name	Signature	Document Status
14/08/2023	Jeremy Piva RPEQ 22801		A

Revision Record					
Rev	Date	Comments	Status	Author	Reviewer
A	13/03/23	Initial Issue	A	KRM	CF
B	20/04/2023	Minor Amendments	A	KRM	NB
C	14/08/2023	Response to Council RFI	A	JP	SC

A - Approval	B - Building Approval	C - Construction	P - Preliminary
R - Revision	T - For Tender	X - Information	D - Draft

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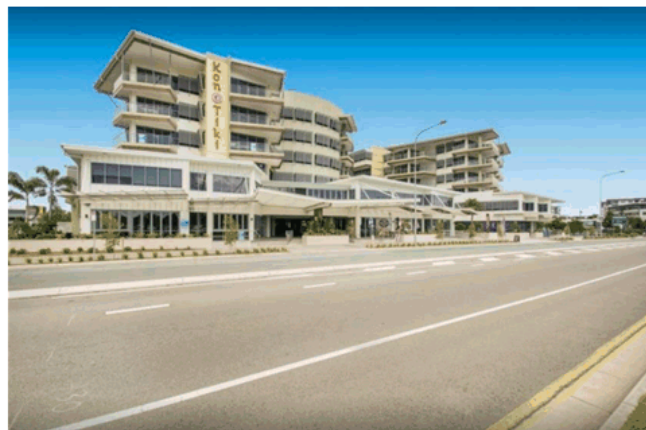




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1 INTRODUCTION

This Engineering Report has been commissioned by SJS Fuels Pty Ltd and forms part of a 'Material Change of Use' (MCU) application to be lodged with North Burnett Regional Council (Council). The development application relates to a proposed service station, that will be located at Frederick Street, Biggenden. The development spans over two existing allotments, which are described as Lot 11 and 21 on B4469 ('subject site'). A site locality plan is presented in Figure 1-1 below.

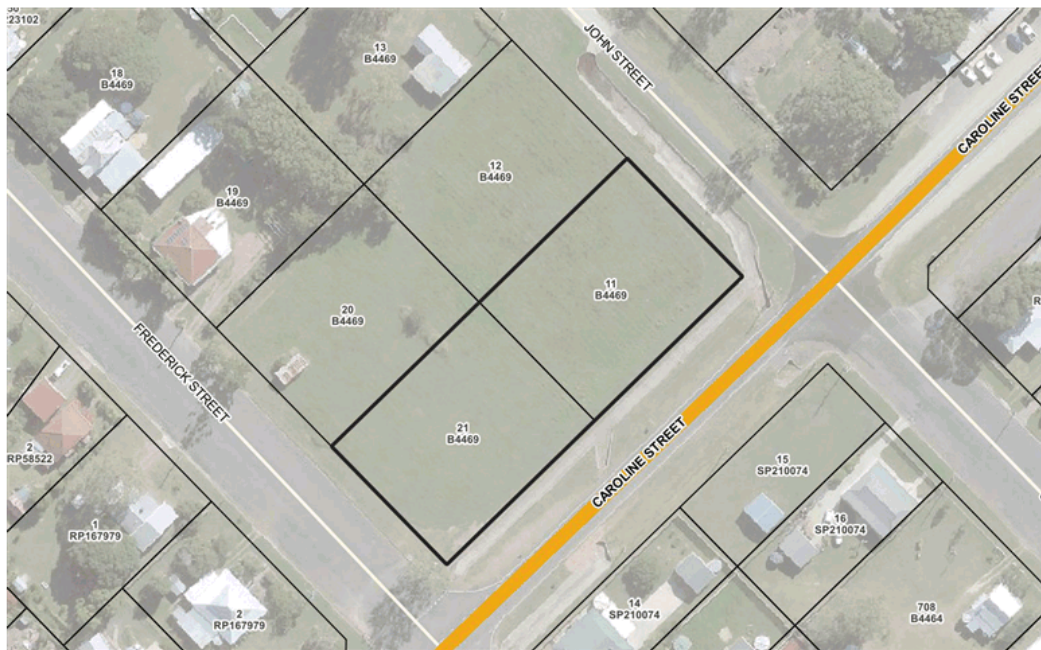


FIGURE 1-1 SITE LOCALITY PLAN

The proposed development is located within the 'General Residential Zone' as per the North Burnett Regional Planning Scheme 2014. This report will provide commentary to address relevant engineering requirements for the development. This report will address:

- Existing site description and characteristics;
- Commentary on relevant Overlay impacts;
- Proposed development works, including likely earthworks;
- Stormwater management, including a Lawful Point of Discharge, Quantity and Quality requirements; and
- Assessment of existing infrastructure and future service connections;

A conceptual architectural layout plan is presented in **Appendix A**.

This report (Revision C) has been updated to include additional information to address items 1 and 2 of Council's Information Request Letter, dated 19 May 2023 (ref: DA230024). Refer to Section 4.3 of this report which describes the proposed bio-retention basin to achieve stormwater quality objectives (addressing Item 1 of Council's Letter). Refer Section 4.3 and Contour Plans presented in **Appendix C** demonstrating that an outlet is achieved (addressing Item 2 of Council's Letter).



2 EXISTING SITE

2.1 GENERAL

The existing site has an overall area of approximately 4,047m² and is undeveloped with good grass cover. The site is bounded by John Street to the north-east, Caroline Street to the south-east, Frederick Street to the south-west, and residential allotments to the north-west. It is noted that Caroline Street is a State Controlled Road, and as such is subject a referral to the Department of Transport and Main Roads (TMR). An aerial photograph of the subject site is presented in Figure 2-1 below.



FIGURE 2-1 EXISTING SITE AERIAL



FIGURE 2-2 SITE STREET VIEW – FROM FREDERICK STREET



2.2 TOPOGRAPHY

A site survey has been obtained from Project Urban and is presented in **Appendix B**. The site generally falls to the north-east, with grades varying between 0.5% and 1.0%. Elevations across the site range from a high point of RL111.30 in the southmost corner to a low point of RL110.08 in the northmost corner.

2.1 CATCHMENTS

The site is generally considered a self-contained catchment and is not expected to experience significant impact due to external flow. The road network and surrounding open channel drain is considered to act as a cut-off for upstream flow from Frederick Street and Caroline Street.

Runoff on the adjoining residential allotments to the north-west is generally not considered to enter the subject site. The 2012 LiDAR contours support this, with contour grading indicating runoff is generally directed northwards, to discharge over the adjoining residential allotments (Lot 12 and 20 on B4469). LiDAR contours are presented Figure 2-3 below.

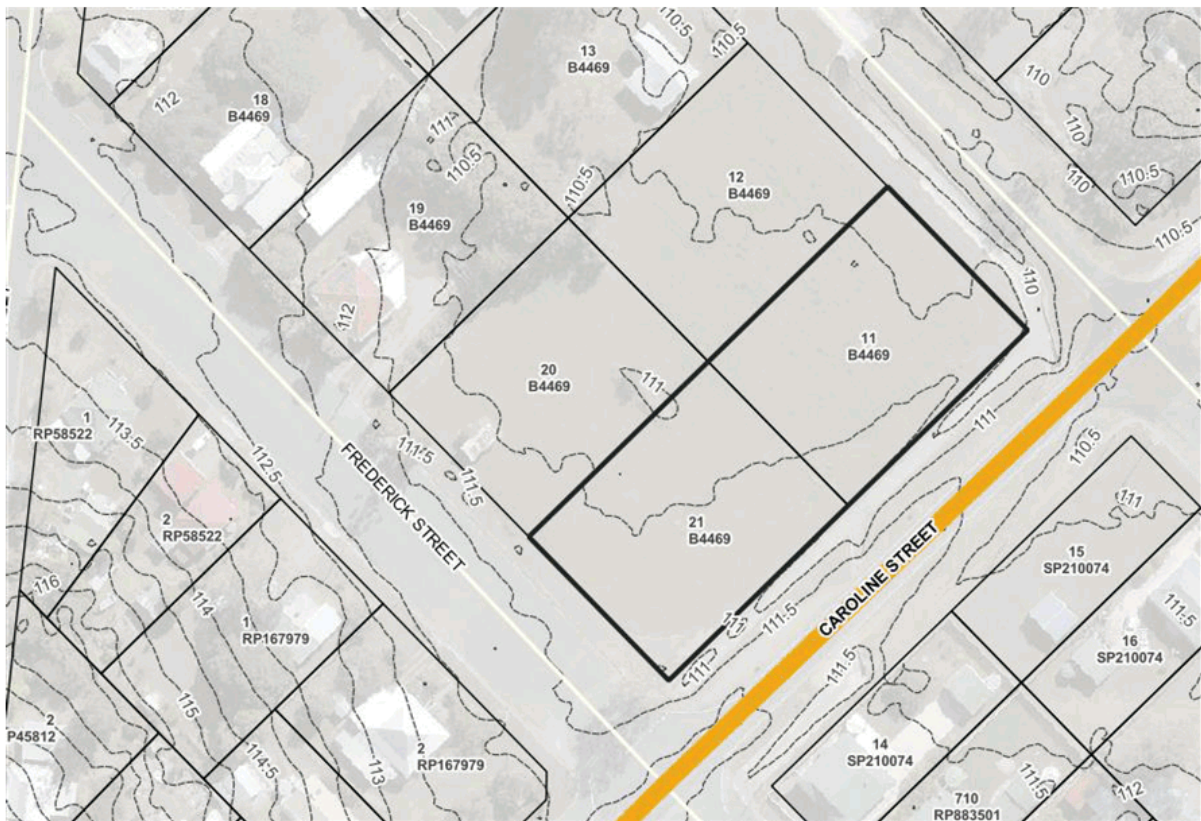


FIGURE 2-3 LIDAR CONTOURS (0.5M INTERVAL – 2012 AERIAL SURVEY)

A Strahler Order analysis has been undertaken to assist in determining likely regional overland flow paths. The results are presented in Figure 2-4 and support that the site is generally self-contained catchment.

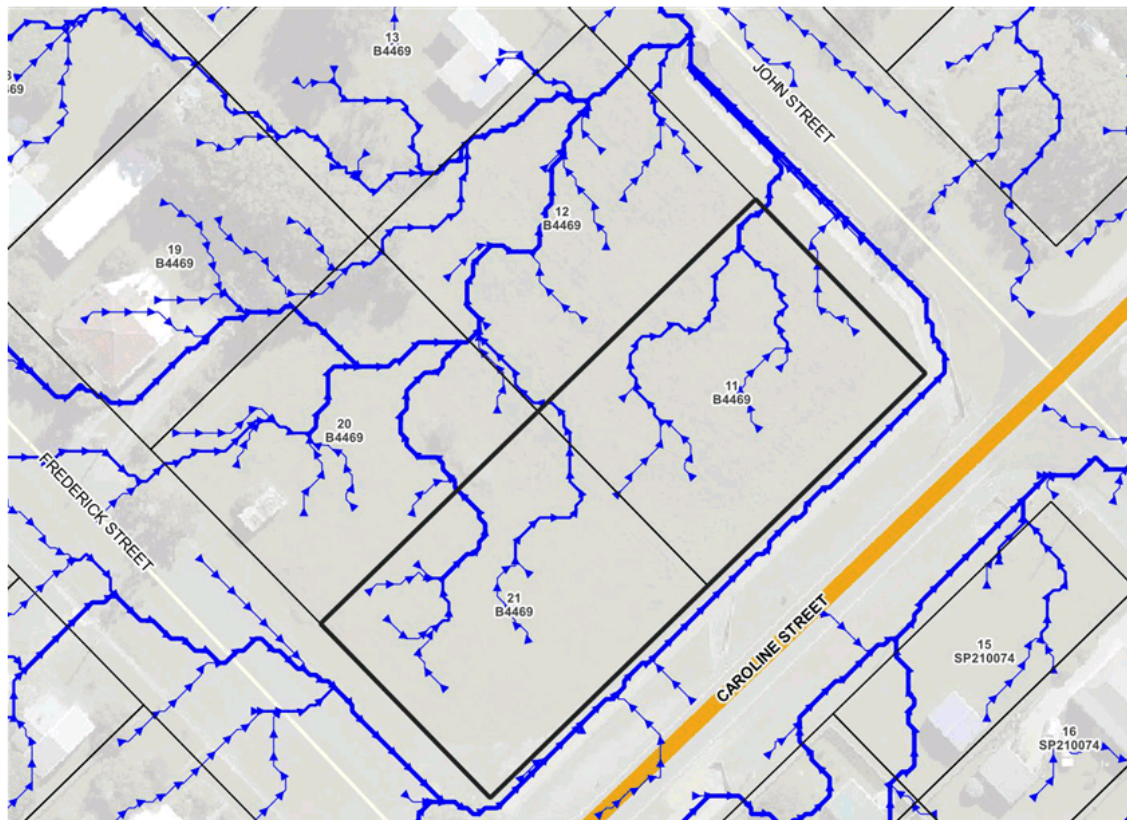


FIGURE 2-4 STRAHLER ORDER CHANNEL ANALYSIS

Notwithstanding, it is acknowledged that in major overland conditions where the capacity of the existing drain is exceeded there may be some external runoff from Frederick Street or Caroline Street discharged into the site; it is considered that this runoff can be conveyed through the site and discharged to John Street generally as per existing conditions. The requirements for conveyance will be confirmed as part of detailed design.

2.2 OVERLAYS

Council's Planning Scheme was reviewed to determine if the site was impacted by specific overlays. The results are tabulated in Table 2-1 below.

TABLE 2-1 SBRC PLANNING SCHEME OVERLAYS

Planning Scheme Overlay	Status
OM-ER Extractive Resources	Not Affected
OM-FH Flood Hazard	Not Affected
OM-INFR Infrastructure	Not Affected
OM-HL Historic Lots	Not Affected

The site is not affected by Council overlays.



3 PROPOSED WORKS

A conceptual development layout plan is presented in **Appendix C**. It is considered that the works can be readily achieved, in general compliance with Council, QUDM and TMR requirements. The proposed development works may include a combination of:

- Earthworks Cut/Fill to shape the site to proposed design levels;
- Battering and small retaining walls;
- Grading associated with drainage conveyance;
- New internal piped infrastructure;
- New external drainage infrastructure (culverts);
- Driveway access crossovers; and
- Other works associated with structures and infrastructure relevant to the development.

Earthworks filling is proposed to raise the site slightly to allow for adequate stormwater drainage and to ensure the bio-retention and detention basin infrastructure can outlet to the external drainage channel in John Street. Conceptual design contours are shown in Plan No. 3020-C01. The proposed fill is considered minor and in the order of 0.5m (varying across the site). A short retaining wall (up to 0.6m height) is required along the western boundary. Existing site levels are below the surrounding road levels, so the minor filling will also assist with driveway/crossover grades where connecting to external roads. Proposed filling is not expected to impact on neighbouring properties or the surrounding road levels.

Driveway accesses will be provided in accordance with Council/TMR requirements, and it is expected that two heavy duty crossovers will be constructed in general accordance with IPWEA Standard Drawing RS-051 ("Vehicle Crossings – Heavy Duty"). The extent of driveway flaring will be selected to contain the swept paths of design vehicles, and as such the layout may not match RS-051. Internally, parking is to be provided in compliance with Council requirements and AS2890.1. Contour has prepared preliminary vehicle movement swept paths, and it can be seen than the nominated design vehicles can move through the site.

Stormwater Management has been addressed in Section 4, and the development has been provided with a Lawful Point of Discharge. On-site detention will be provided to ensure that peak flow discharge results in no actionable nuisance. A bio-retention basin is proposed to achieve water quality treatment targets.

It is considered that the proposed development can occur, without any significant impediment, in general accordance with Council requirements.

4 STORMWATER MANAGEMENT

4.1 PROPOSED DRAINAGE

The proposed design is to generally comply with the requirements of the Queensland Urban Drainage Manual 2017 (QUDM), Council's Planning Scheme and other relevant codes and guidelines.

The conceptual development layout is shown on Contour drawings presented in **Appendix C**. Design of the overall drainage system is to generally comply with the minor/major drainage system requirements as per QUDM.

The minor storm event is the 10% Annual Exceedance Probability (AEP) event for the 'Central business and commercial' development category in accordance with Table 7.3.1 of QUDM. The combined minor/major drainage system will be designed to cater for the 1% AEP flows in accordance with Table 7.3.2 of QUDM. Generally, the major drainage system will consist of overland flow paths designed to carry flows in excess of the capacity of the minor drainage system (i.e. 1% AEP minus 10% AEP).

4.2 LAWFUL POINT OF DISCHARGE

The Lawful Point of Discharge is nominated as the Council road-reserve and adjoining open channel drain to which the site presently discharges. The development will provide on-site detention to ensure that peak flows are sufficiently non-worsened. It is noted that access will be provided over the existing concrete drain, and therefore a culvert system will be provided with an equivalent capacity.

We consider that the development will largely retain existing discharge characteristics, and therefore has achieved a Lawful Point of Discharge in accordance with QUDM (2017) requirements.

4.1 CULVERT ACCESS – CAROLINE STREET

Survey from Project Urban indicates that the existing concrete drain in Caroline Street is 2.9m wide and 600mm deep. The access crossover on Caroline Street is to provide a culvert system that is generally equivalent. Conceptually, 2x 1500x600mm RCBCs have been shown in drawings presented in **Appendix C** – full analysis and sizing of the replacement culverts is to be undertaken as part of detailed design, with confirmation from the certifying engineer that capacity is generally retained.

It is anticipated that the construction of the crossover will require minor modification works and realignment of the drain to facilitate the installation of the culvert system, especially around the existing sewer manhole located within the drain wall – refer Figure 4-1. The anticipated realignment is shown in drawings within **Appendix C**, and it is generally considered minor.



FIGURE 4-1 EXISTING SEWER MANHOLE WITHIN DRAIN



4.2 STORMWATER QUANTITY MANAGEMENT

4.2.1 RATIONAL METHOD CALCULATIONS

Contour has undertaken preliminary Rational Method calculations assuming the following:

- Subject site area of 0.405ha;
- Pre-development assessed as 0% fraction impervious (*fi*) based on aerial mapping;
- Post-development assessed as 56% overall fraction impervious based on:
 - 2339m² development area at 100% *fi*, based on architectural drawing measurements, and
 - Balance landscaping at 0% *fi*;
- 22-minute pre-development time of concentration based on 50m sheet flow + 50m concentrated flow;
- 12-minute post-development time of concentration.
- IFD coefficients from the Bureau of Meteorology (BOM).

A full copy of the Rational Method calculations is presented in **Appendix D**.

The Rational Method results are presented in Table 4-1 below.

TABLE 4-1 RATIONAL METHOD PEAK FLOWS (M³/S)

Event	Pre-Development	Post Development (without Mitigation)
63% AEP (Q1)	0.035	0.060
39% AEP (Q2)	0.046	0.079
18% AEP (Q5)	0.064	0.110
10% AEP (Q10)	0.077	0.132
5% AEP (Q20)	0.092	0.158
2% AEP (Q50)	0.117	0.201
1% AEP (Q100)	0.135	0.231

It can be seen that the development, without mitigation, results in an increase to peak flow.

4.2.1 XPRAFTS MODEL

Hydrological analysis of the pre-development and post-development conditions was modelled using XPRAFTS runoff routing software. Catchment node details are presented in Table 4-2 below. Nodes 'PreDev', 'PostDev' and 'PostMit' were reported on for pre-development, post-development, and post-development with detention scenarios.

TABLE 4-2 XP-RAFTS POST DEVELOPMENT NODE SETUP

Node	Description	Sub catchment	Area (ha)	f.i
PreDev	Pre-developed conditions, existing catchment.	n/a	0.405	0%
PostDev	Post-developed, with no mitigation (OSD)	1	0.171	0%
		2	0.234	100%
Mit_Perv	Post-developed landscaping to bypass detention	n/a	0.171	0%
Mit_Imperv	Post-developed impervious area to underground detention system	n/a	0.234	100%
MitDev	Gauge node for measuring flows	n/a	-	-



Node	Description	Sub catchment	Area (ha)	f.i
DetTank	Node for underground detention tank	n/a	-	-

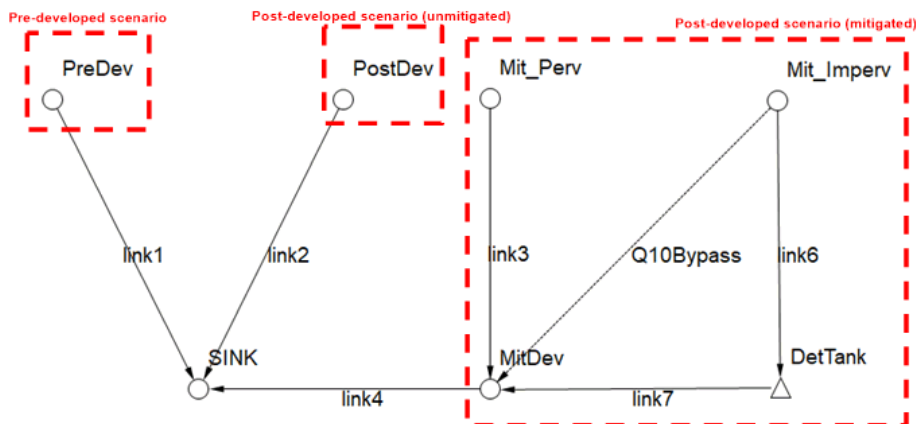


FIGURE 4-2 XPRAFTS MODEL SCHEMATIC

An initial and continuing loss model has been adopted for the XPRAFTS model. Parameters are outlined in Table 4-3 below.

TABLE 4-3 LOSS PARAMETERS

Losses	Initial	Continuing
Pervious	10	2.5
Impervious	0	0

The modelled discharges were compared with the Rational Method calculations for the Pre and Post developed cases to validate the XPRAFTS model. As outlined in Table 4-4 below, the modelled discharges compare well with Rational Method estimates. It is noted XPRAFTS model has generated somewhat higher post-development peak flows for the more frequent events, and this is considered conservative.

TABLE 4-4 XPRAFTS – ESTIMATED PRE AND POST-DEVELOPMENT PEAK FLOW (M³/S)

Event	Rational Method		XPRAFTS	
	PRE	POST	PRE	POST
63% AEP (Q1)	0.035	0.060	0.031	0.069
39% AEP (Q2)	0.046	0.080	0.046	0.091
18% AEP (Q5)	0.064	0.111	0.067	0.119
10% AEP (Q10)	0.077	0.133	0.082	0.134
5% AEP (Q20)	0.092	0.159	0.102	0.156
2% AEP (Q50)	0.117	0.203	0.126	0.177
1% AEP (Q100)	0.135	0.234	0.147	0.205

The peak discharges, which were estimated using XP-RAFTS, were adopted for the hydraulic modelling.



4.2.1 DETENTION RESULTS

The proposed detention system details are shown in Table 4-5 below. The detention arrangement is shown conceptually in Contour drawings presented in **Appendix C**. It is assumed that detention could be provided via an open basin or an underground 'crate' style system, such as the Novaplas Drainwell vault – refer **Appendix E**. An open basin has been conceptually shown in the development layout plans and would be confirmed during future detailed design.

TABLE 4-5 PROPOSED DETENTION DETAILS

Feature	Underground Tank
Detention Volume (m³)	86.4m ³
Detention Tank/Basin Minimum Depth (m)	0.45m
Low Flow Outlet	185mm orifice plate
High Flow Weir	Surcharge Pit or overflow weir

Critical duration storm peak flows for the pre and post developed cases are presented in Table 4-6 below. The post developed case includes the proposed water quantity mitigation measures.

TABLE 4-6 MITIGATED PEAK FLOW DISCHARGE RESULTS (M³/S)

Event	Pre-Development	Post-Development (Mitigated)
63% AEP (Q1)	0.031	0.041
39% AEP (Q2)	0.046	0.054
18% AEP (Q5)	0.067	0.067
10% AEP (Q10)	0.082	0.075
5% AEP (Q20)	0.103	0.086
2% AEP (Q50)	0.126	0.115
1% AEP (Q100)	0.147	0.139

The proposed detention arrangement generally results in non-worsening peak flow discharge. It is noted that minor worsening is observed in the 1-year and 2-year events. We do not consider that these events will constitute an actionable nuisance, especially in consideration of the large upstream catchment that is serviced by the drain. Importantly, all events from the 5-year to 100-year event are non-worsened. It is also noted that the XPRAFTS model generated post-development peak flows that were 15% higher than Rational Method estimates for these events, and therefore the model is somewhat conservative.

It is noted that minor variances to the detention design as per Table 4-5 may occur as part of detailed design. Generally, the overall detention volume as per Table 4-5 is to be retained, with any changes to the depth/outlet configuration to be confirmed as achieving performance in accordance with Table 4-6 above.

The proposed detention system is considered to satisfy non-worsening requirements, such that no adverse impact or actionable nuisance is created.



4.3 STORMWATER QUALITY MANAGEMENT

The objectives for stormwater quality management are outlined in Council's Planning Scheme and the single State Planning Policy (SPP).

The proposed road circulation and building areas occupy a space of approximately 2250m² with the balance of the site to be utilised as landscaping. As per the State Planning Policy (SPP), operational load reduction targets are only applicable for a Material Change of Use if the premises exceed 2500m². Notwithstanding, Council have requested that stormwater quality design objectives be met for this development on the basis that Lots 11 and 21 have a combined premises area of 4047m².

To meet the SPP water quality objectives, a bio-retention basin is proposed with a filter area of 61m², equivalent to 1.5% of the site catchment area. This is considered to comply with the SPP Table B which states "In lieu of modelling, the default bio-retention treatment area to comply with load reduction targets for all Queensland regions is 1.5 per cent of the contributing catchment area".

The bio-retention basin is conceptually shown in Plan No. 3020-C05 and may be subject to change during detailed design. Runoff from the proposed service station buildings and pavements will report to the bio-retention basin as surface flow, directed into the basin by a concrete area which will act as maintenance access.

The bio-retention basin subsoil flows will outlet directly to the external drainage channel in John Street (drainage line 2-1 to 3-1 shown in Plans 3020-C05 and C06). During larger rainfall events, the bio-retention basin will fill to an extended detention depth of 300mm above the filter area, at which point flows will be directed into the detention basin (drainage line 1-2 to 2-2). The detention basin will discharge via a culvert/headwalls to the external drainage channel in John Street.

The basin/drainage arrangement is shown in Contour Plans 3020-C05 to C07. Plan No. 3020-C06 includes preliminary long sections to demonstrate that an outlet to the open drain in John Street can be achieved. The basin arrangement may be subject to change and further refinement during future detailed design.

4.3.1 CONSTRUCTION PHASE

The pollutants that would typically be generated during the construction of the proposed development are outlined in below.

TABLE 4-7 TYPICALLY GENERATED POLLUTANTS DURING CONSTRUCTION

Pollutant	Source
Litter	Paper, construction packing, food packaging, cement bags, off-cuts
Sediment	Unprotected exposed soils and stockpiles during earthworks and building
Hydrocarbons	Fuel and oil spills, leaks from construction equipment
Toxic Materials	Cement slurry, asphalt prime, solvents, cleaning agents, wash waters (e.g. from tile works)
Ph Altering Substances	Acid Sulphate Soils, cement slurry

Best practice measures will be utilised during the construction phase to minimise the potential impacts of the above-mentioned pollutants. These may include erosion and sediment control measures in general accordance

Proposed Service Station Development – Frederick Street, Biggenden



with International Erosion Control Association 2008, Councils Erosion and Sediment Control Standard, and appropriate storage of materials and refuse.

4.3.2 HYDROCARBON MANAGEMENT

The proposed development will incorporate a 9,000L SPEL Purceptor to facilitate hydrocarbon quality management, as per Contour drawings presented in **Appendix C**. The fuelling area under each canopy is to be bunded, to prevent the ingress of stormwater runoff into the treatment system. Detail drawings of the proposed SPEL Purceptor are presented in **Appendix F**. The total hydrocarbon storage volume of the SPEL Purceptor, in the event of a spill is 9,000L.

The bulk fuel transfer pump will be located adjacent to an undercover canopy to enable refuelling of the underground storage tanks with the tanker parked under the canopy area. This will ensure that any potential leaks or spills are directed to the SPEL Purceptor treatment device.

5 EXISTING SERVICES

This report identifies existing services within the verge as per Council and “Before You Dig” (BYD) records. An underground service locator will be engaged to provide detailed information prior to the commencement of a detailed design phase (as required). The development will consider adequate clearance, cover and constructability in relation to new infrastructure and the existing services. It is also noted that it will be the responsibility of the future contractor to confirm the existence of all services, prior to the commencement of any construction works. The obtained Council and BYD infrastructure records are presented in **Appendix G**.

5.1 SEWER AND WATER RETICULATION

An extract of Council records is presented in Figure 5-1 below.

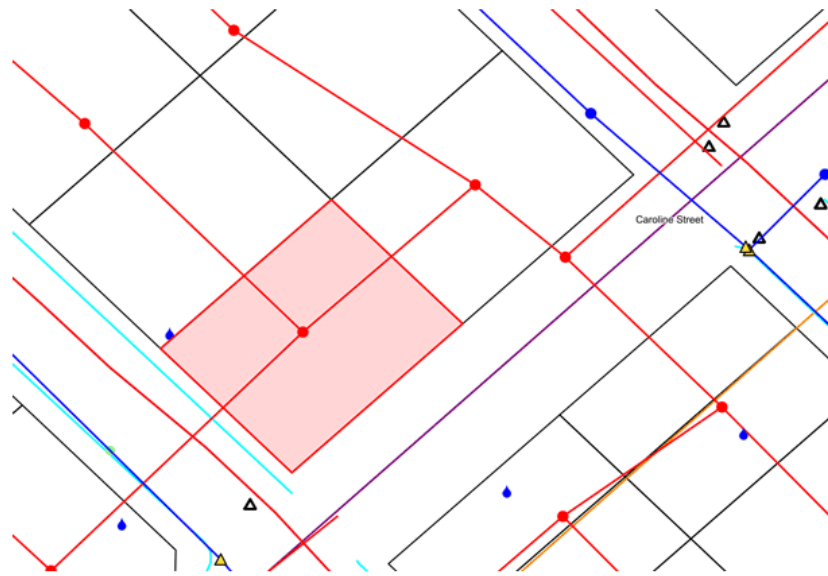


FIGURE 5-1 COUNCIL SEWER AND WATER RECORDS

It can be seen there is a gravity sewer running through the site, connecting to central manholes located within each lot of the development. The development will comply with “build over” asset performance requirements, as identified within the Queensland Development Code (QDC) MP1.4.

Minor sewer works are anticipated, and this generally consists of:

- Disconnecting of existing 100mm property connections (if required);
- Construction of new 150mm¹ commercial connection;
- Raise and replace existing manhole lids to match new surface levels and provide trafficability via a Class ‘D’ cover.

The site has access to water reticulation via John Street, and it is considered that an above ground meter will likely be required. A dedicated fire service offtake may be required by the development. Metering is to be in accordance with Council requirements, with specifics regarding metering / fire servicing requirements to be confirmed by the hydraulic designer as part of detailed design.

¹ Size requirements to be confirmed as part of detailed design.



5.2 ELECTRICITY

Electricity within the area appears to be provided via overhead cables – refer Figure 5-2. No underground services were noted on the Ergon BYD plans.



FIGURE 5-2 OVERHEAD ELECTRICAL – JOHN STREET

5.3 TELECOMMUNICATIONS

Telstra BYD records indicate the site contains underground cables around the perimeter on Frederick Street, John Street and Caroline Street – refer Figure 5-3 below.

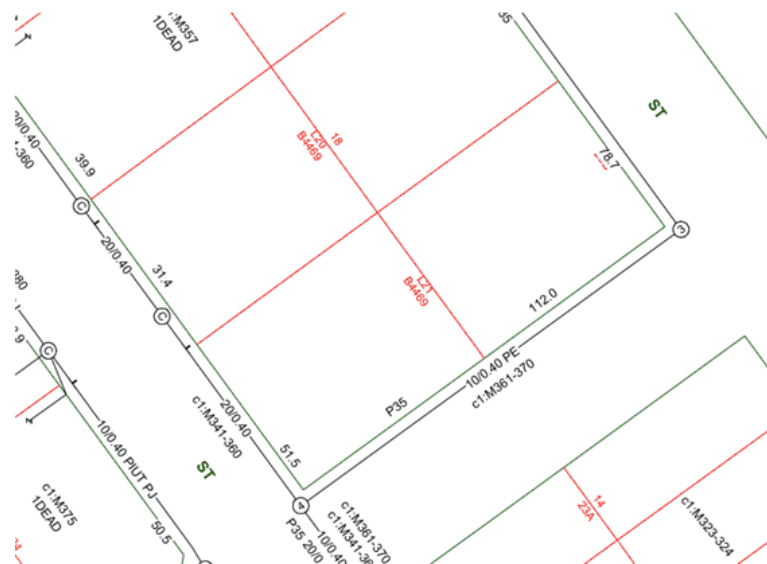


FIGURE 5-3 TELSTRA DBYD RECORDS



6 SUMMARY

A preliminary investigation has been undertaken to determine the indicative engineering infrastructure requirements for the site. Contour has concluded the following key points:

- The proposed development will be designed, generally in accordance with relevant Council, QUDM and DTMR guidelines.
- A conceptual development infrastructure layout is presented in **Appendix C**.
- Site access will be provided via Frederick Street and Caroline Street.
- The proposed access over Caroline Street will require the installation of a culvert system. The proposed culvert system is to retain the existing capacity of the drain. A nominal 2x 1500x600mm is shown on conceptual engineering plans, with sizing to be confirmed as part of detailed design.
- The site is not affected by flooding as per the Flood Hazard Overlay.
- A Lawful Point of Discharge (LPOD) is to be provided a piped connection to the adjacent open channel concrete drain.
- The development will provide on-site detention as part of water quantity mitigation. The proposed detention arrangement is generally effective at mitigating post-development flows. Minor increases were observed in the 1-year and 2-year events, and these are not considered to constitute an actionable nuisance.
- A bio-retention basin is proposed and is considered to achieve relevant SPP stormwater management design objectives.
- The development will provide a 9,000L SPEL Purceptor (or approved equivalent) as part of water quality management for hydrocarbons. The Purceptor device will be connected to the drainage system under the canopy / bunded fuelling area. Stormwater surface flows will be directed away from the Purceptor treatment system.
- There is gravity sewer, water reticulation, electrical and telecommunication infrastructure surrounding the site. An underground service locator will be engaged as part of future detailed design to confirm the location of relevant assets (as required).
- Before You Dig records are presented in **Appendix G**.

Based on our investigative works, we consider that Council has no impediment to the approval of this development within the context of engineering issues. We therefore recommend that Council approves the application subject to reasonable, relevant, equitable and justifiable conditions.

7 QUALIFICATIONS

This report has been prepared by Contour Consulting Engineers Pty Ltd, under the direction of a Registered Professional Engineer of Queensland. This report has been tailored to investigate issues in the context of the proposal and at the area of interest, as detailed herein.

The information contained in this report is not to be used outside of the subject area.

We consider that this report accurately reflects the conditions of the area of interest, at the time the study was undertaken. The results/recommendations/conclusions of this report are to be reviewed if the details of proposal change, or if conditions change, or if the amendment are made to built-infrastructure in the future,

This report is only to be used in full and may not be used to support objectives other than those set out herein, except where written approval, with comments, are provided by Contour Consulting Engineers Pty Ltd.

Proposed Service Station Development – Frederick Street, Biggenden



Contour Consulting Engineers Pty Ltd accepts no responsibility for the accuracy of information supplied to them by second and third parties.

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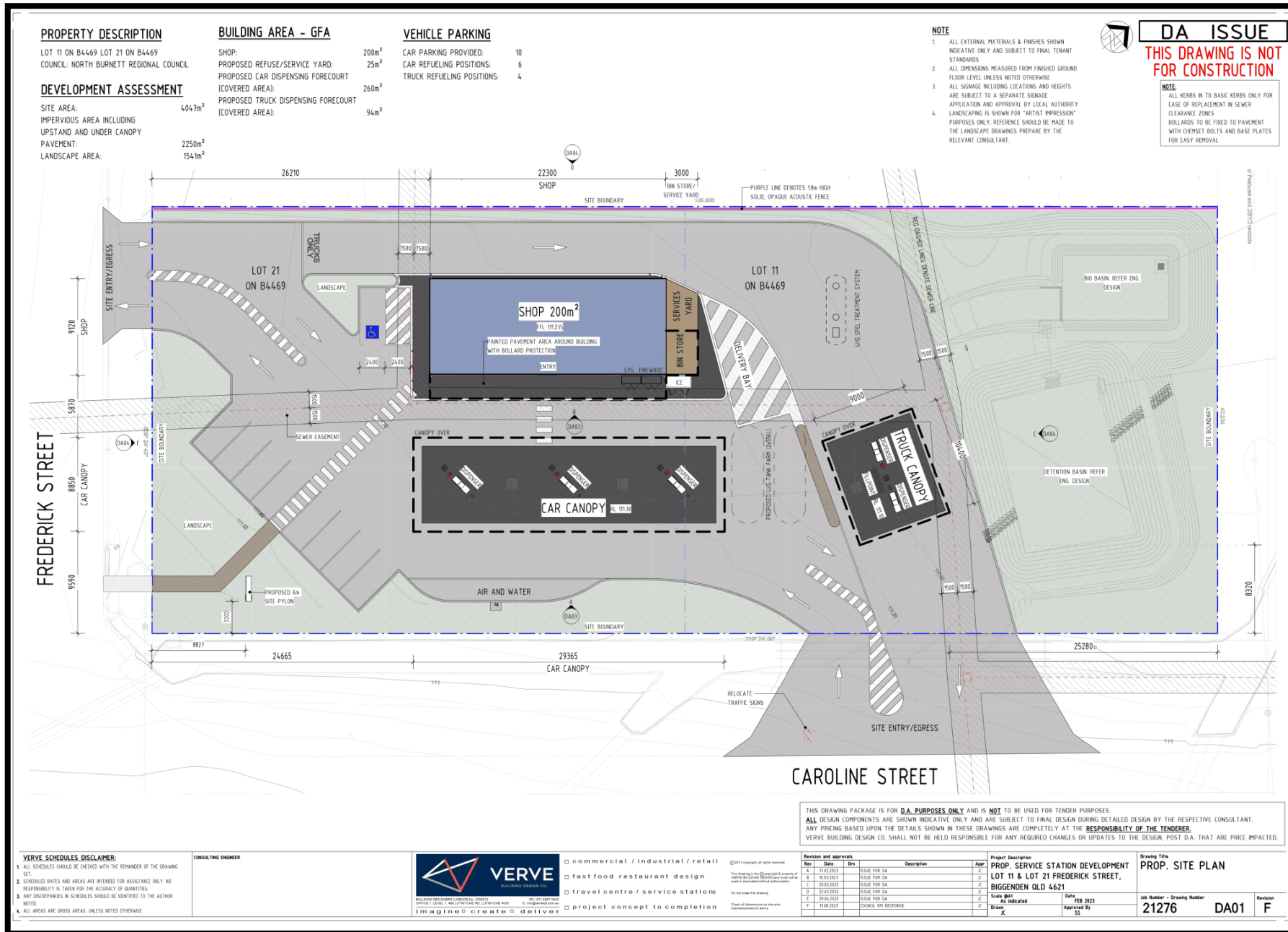
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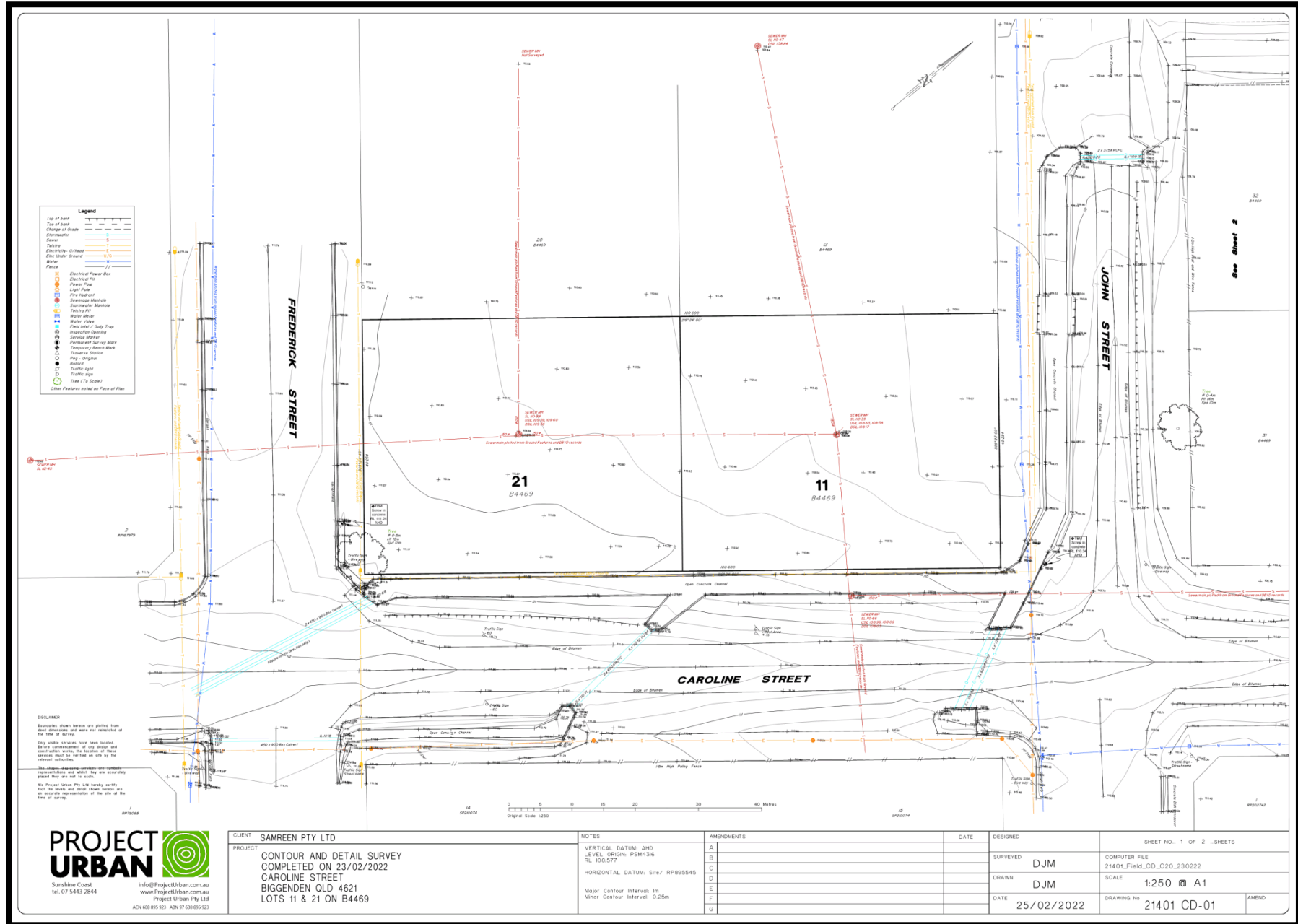


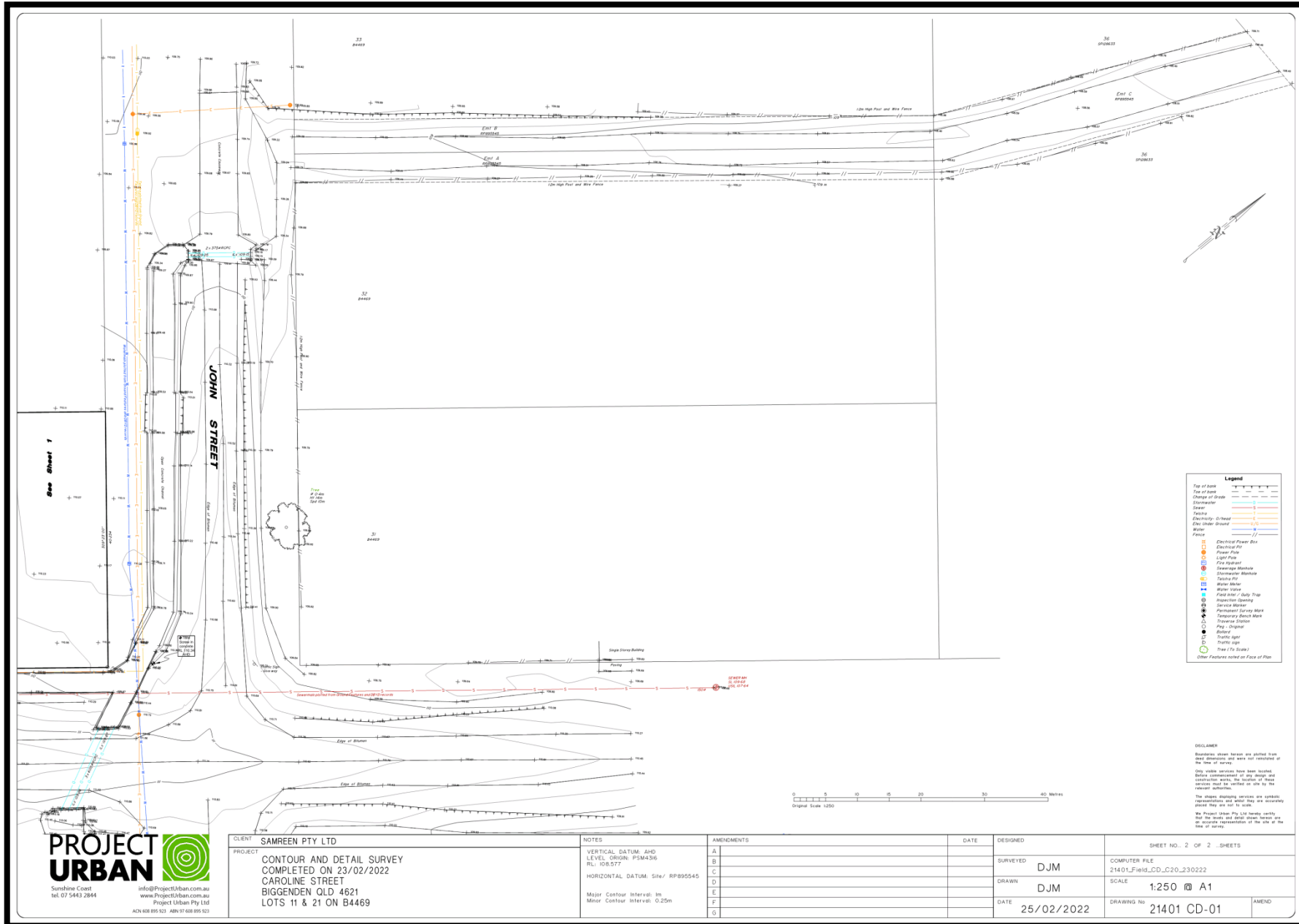
Appendix A. Architectural Layout Plan





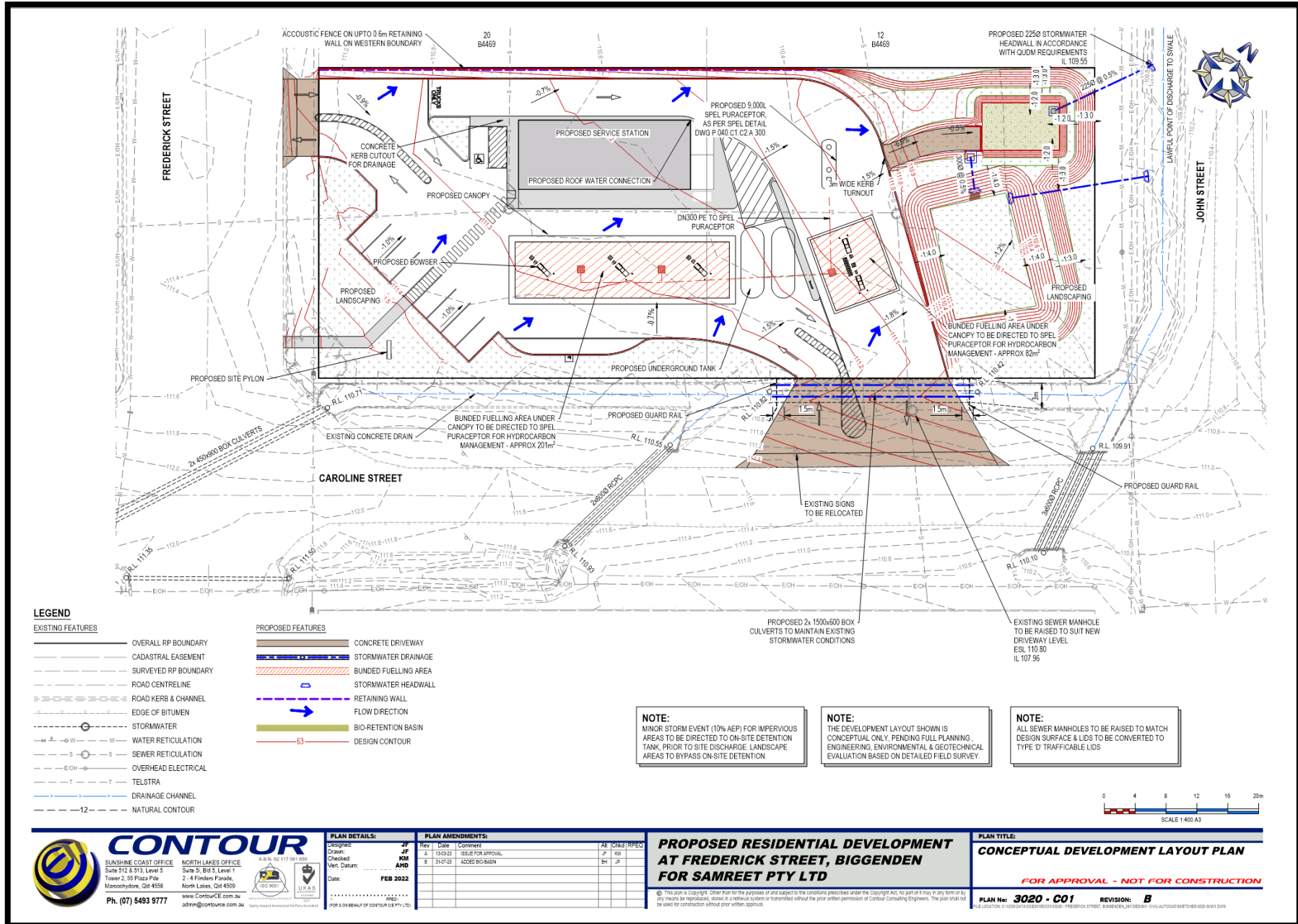
Appendix B. Detail Survey







Appendix C. Conceptual Engineering Drawings



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PLAN DETAILS:		PLAN AMENDMENTS:	
Designed: JF	Rev: A	Date: 13/03/23	Comment: ISSUED FOR APPROVAL
Drawn: JF	Rev: B	Date: 31/07/23	Comment: ISSUED BIC-BASIN
Checked: KM			
Vert. Datum: AHD			
Date: FEB 2022			

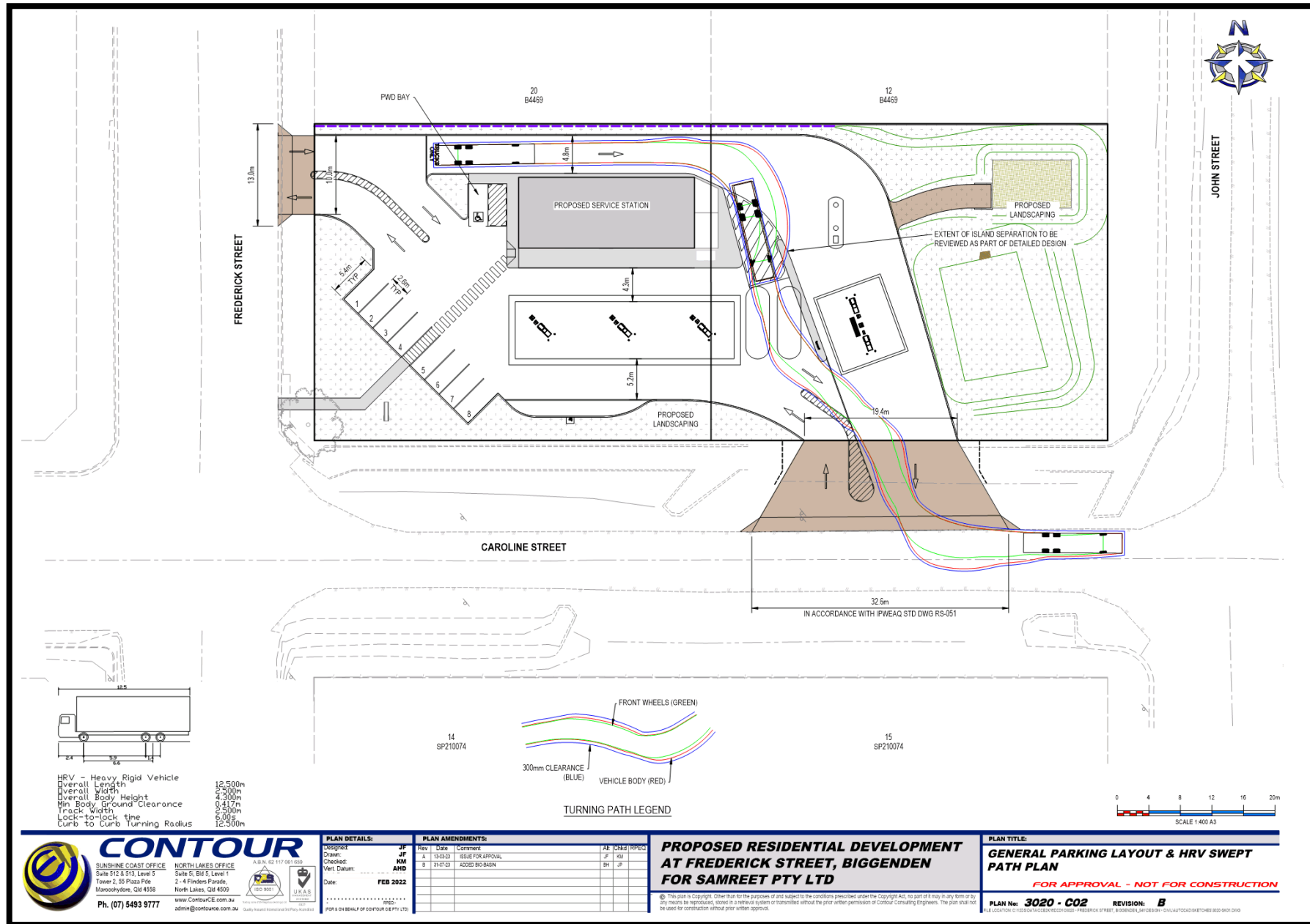
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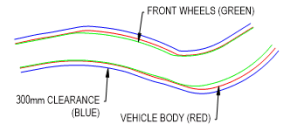
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CONCEPTUAL DEVELOPMENT LAYOUT PLAN

FOR APPROVAL - NOT FOR CONSTRUCTION

PLAN No: **3020 - C01** REVISION: **B**



HRV - Heavy Rigid Vehicle	12.500m
Overall Length	2.500m
Overall Width	4.200m
Overall Body Height	0.417m
Min. Body ground Clearance	2.500m
Track Width	5.000m
Lock-to-lock time	12.500m
Curb to Curb Turning Radius	



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Checked:	NM	B	21-07-23	ADDED BRG-BAYEN	SH	JF
Vert. Datum:	AHD					
Date:	FEB 2022					

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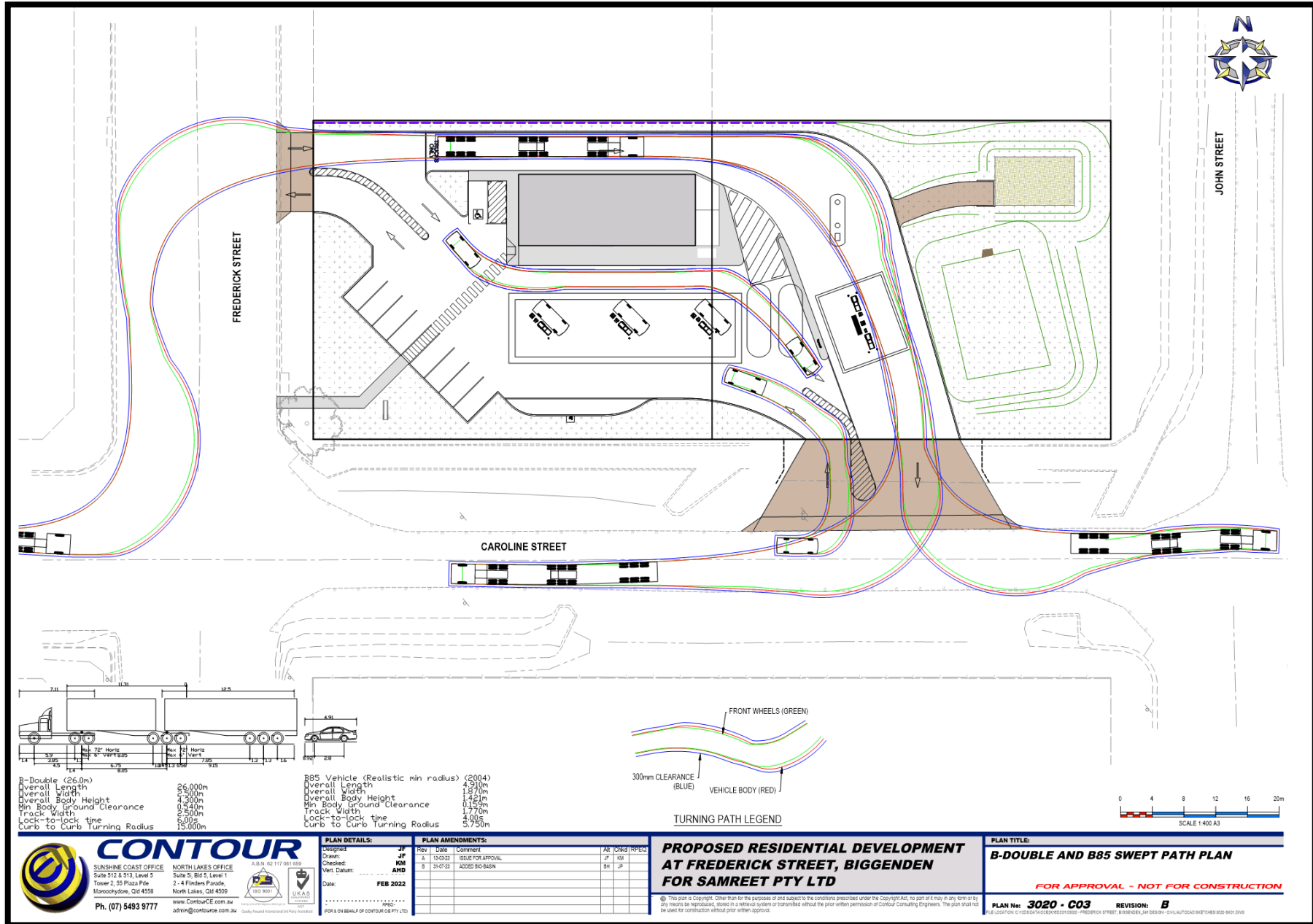
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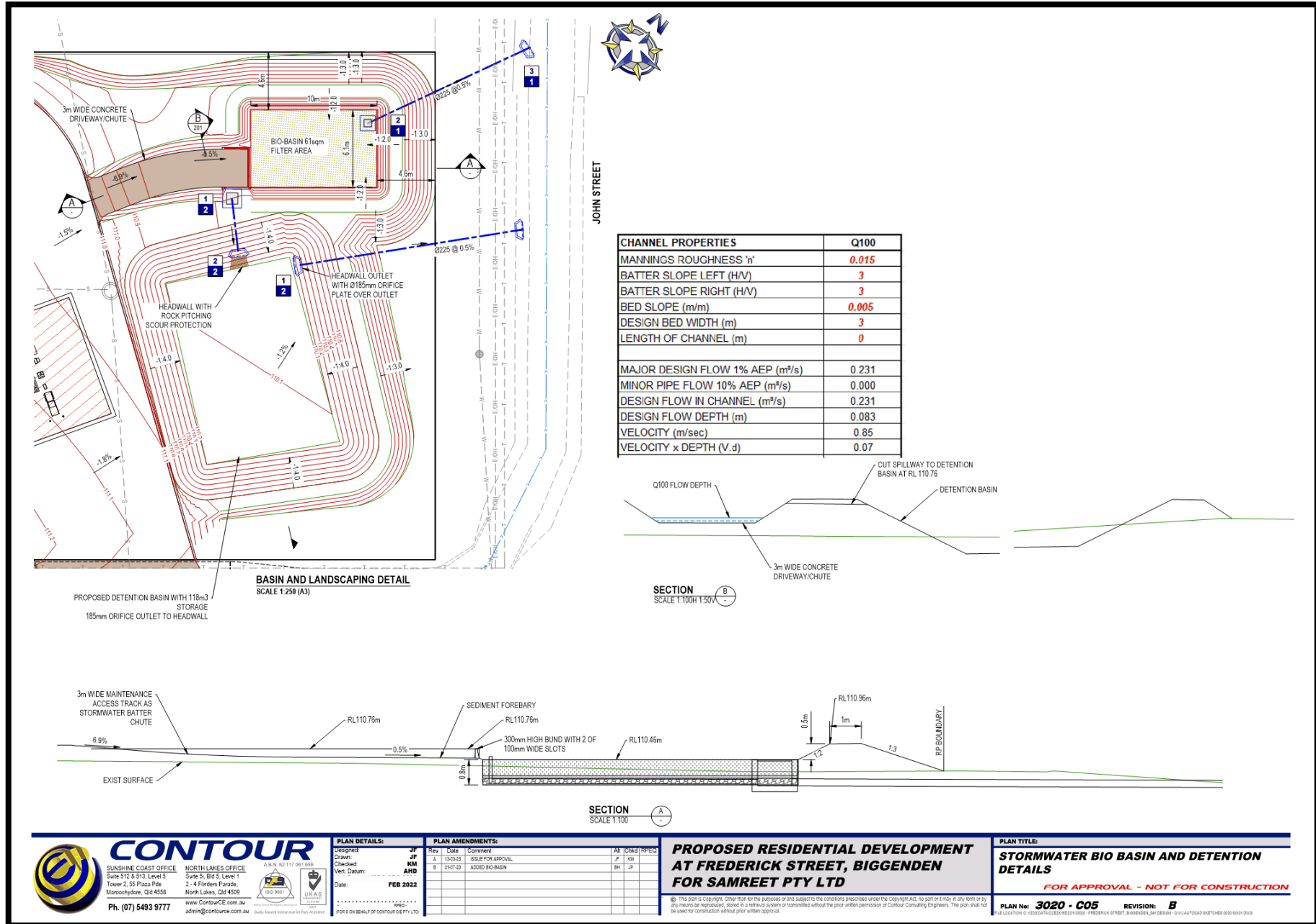
PLAN TITLE:
**GENERAL PARKING LAYOUT & HRV SWEEP
 PATH PLAN**

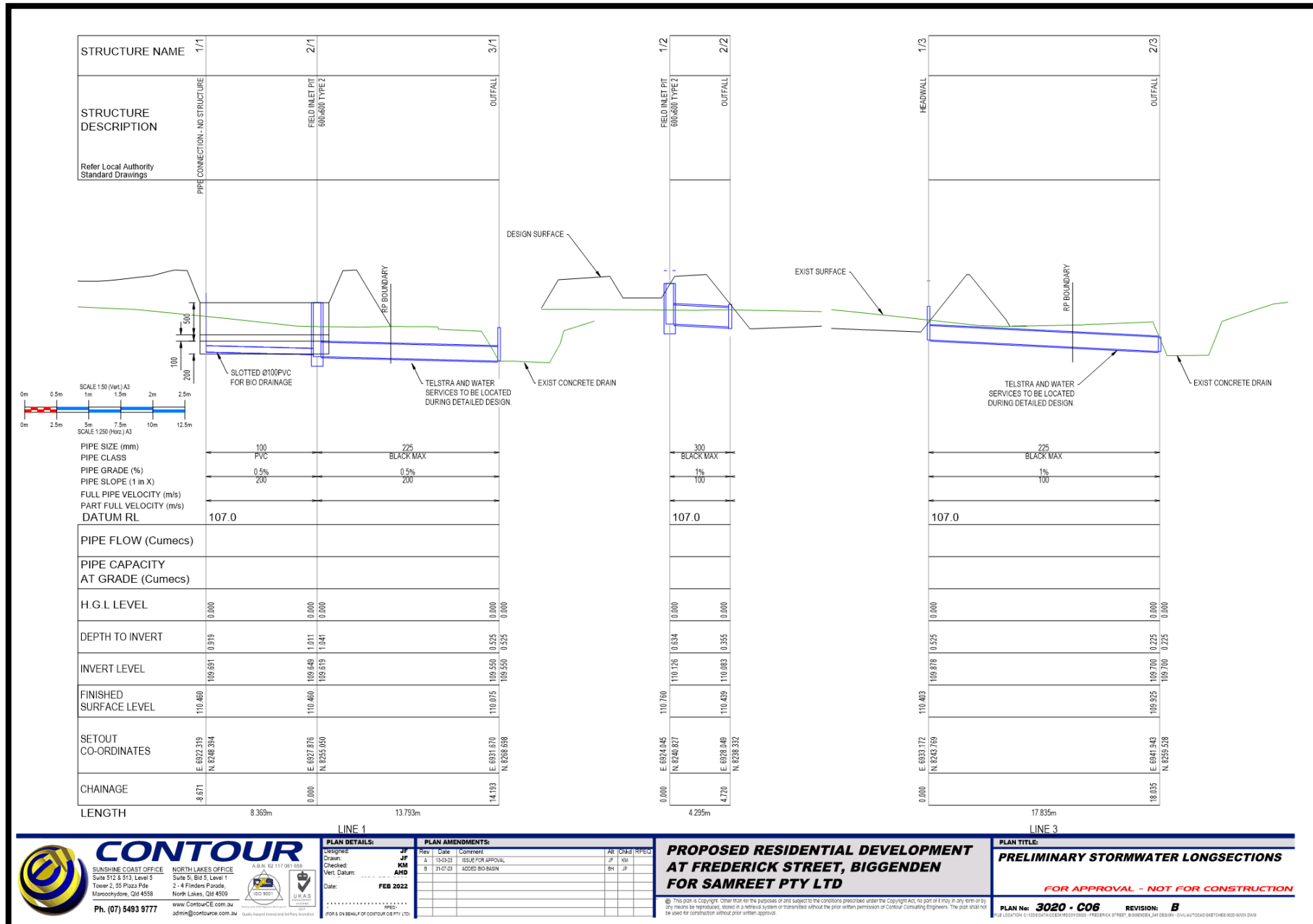
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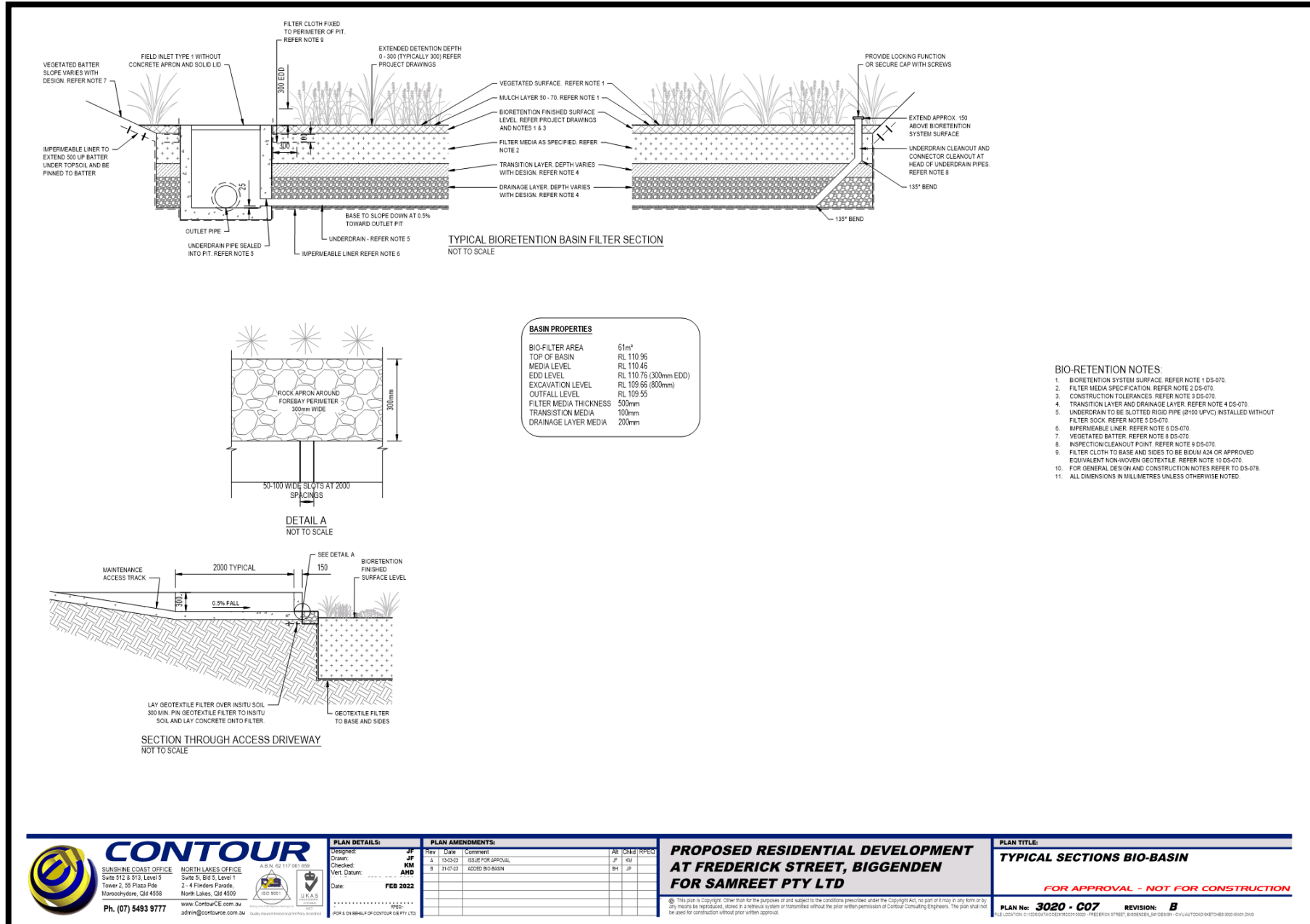
PLAN No: 3020 - C02 **REVISION: B**

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PLAN DETAILS:		PLAN AMENDMENTS:	
Revised:	13/03/23	Issue for approval	JF KM
Drawn:	31/07/22	Issued Bio-Basin	BH JP
Checked:			
Vert. Datum:			
Date:	FEB 2022		

PROPOSED RESIDENTIAL DEVELOPMENT AT FREDERICK STREET, BIGGENDEN FOR SAMREET PTY LTD

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PLAN TITLE:
TYPICAL SECTIONS BIO-BASIN

FOR APPROVAL - NOT FOR CONSTRUCTION

PLAN No: 3020 - C07 **REVISION:** B

FILE LOCATION: C:\3020\3020-01\3020-01\3020-01\3020-01\FREDERICK STREET - BIGGENDEN.dwg



Appendix D. Engineering Calculations

RATIONAL METHOD CALCULATION SHEET

PROJECT DETAILS

PROJECT	Frederick Street, Biggenden
----------------	-----------------------------

CATCHMENTS

NAME	Pre*	Post*	*Development Area only	Pre (Entire Site)	Post (Entire Site)	Regional Drain (Estimate)
AREA (ha)	0.234	0.234		0.405	0.405	11.000
% IMPERV (fi)	0.00	1.00		0.00	0.58	0.40
TOC (min)	15	5		22	12	25
C _{10%} (override)						
AREA Perv. (ha)	0.234	0.000		0.405	0.171	
AREA Imp. (ha)	0.000	0.234		0.000	0.234	

COEFFICIENTS OF DISCHARGE

C _{63%}	0.472	0.720	0.472	0.619	0.576
C _{39%}	0.501	0.765	0.501	0.658	0.612
C _{18%}	0.560	0.855	0.560	0.735	0.684
C _{10%}	0.590	0.900	0.590	0.774	0.720
C _{5%}	0.619	0.945	0.619	0.813	0.756
C _{2%}	0.678	1.000	0.678	0.890	0.828
C _{1%}	0.708	1.000	0.708	0.929	0.864

RAINFALL INTENSITIES (MM/HR)

I _{63%}	79.0	112.0	65.5	86.7	61.0
I _{39%}	98.8	140.8	82.0	108.5	76.5
I _{18%}	122.7	175.8	102.0	134.8	95.3
I _{10%}	139.1	199.7	115.7	152.8	108.2
I _{5%}	158.7	228.2	132.1	174.2	123.6
I _{2%}	184.4	265.2	153.7	202.4	143.8
I _{1%}	203.9	293.1	170.0	223.7	159.1

PEAK FLOWS (CU.M/S)

Q _{63%}	0.024	0.052	0.035	0.060	1.074
Q _{39%}	0.032	0.070	0.046	0.080	1.430
Q _{18%}	0.045	0.098	0.064	0.111	1.991
Q _{10%}	0.053	0.117	0.077	0.133	2.379
Q _{5%}	0.064	0.140	0.092	0.159	2.854
Q _{2%}	0.081	0.172	0.117	0.203	3.636
Q _{1%}	0.094	0.191	0.135	0.234	4.198

TIME OF CONCENTRATION CALCULATION SHEET						
Project		Frederick Street, Biggenden				
CATCHMENT						
Name	Pre*	Post*	Pre (Entire Site)	Post (Entire Site)	Regional Drain (Estimate)	
STANDARD INLET TIME						
Road or Paved Area?	N	Y				
Slope (%)	1%	1.0%				
t (min)	15.0	5.0				
OVERLAND (FRIENDS EQUATION - QUDM 4.5)						
L (m)			50.0			
Hortons 'n'			0.045			
S (%)			0.7%			
t (min)			19.1			
KERB/CHANNEL (MANNINGS - QUDM 4.6)						
L (m)						
S (%)						
t (min)						
PIPED (MANNINGS - QUDM 4.8)						
L (m)						
Mannings 'n'						
S (%)						
Dia (m)						
t (min)						
PIPED (MANNINGS - QUDM 4.8)						
L (m)						
Mannings 'n'						
S (%)						
Dia (m)						
t (min)						
FLOW TRAVEL TIME IN PIPES AND CHANNELS - ARGUE 1986 (QUDM - FIGURE 4.5)						
Flow distance (m)						
Fall of channel (m)						
Time (graph)						
Multiplier						
t (min)						
CREEK/RURAL (STREAM VELOCITY - QUDM T4.6.6)						
L (m)			50.0			
S (%)			1.0%			
Flood Plain Storage						
t (min)			2.8			
MANUAL ADJUSTMENT (REFER REPORT, ETC)						
t (min)						
TOTAL TIME OF CONCENTRATION						
t (min)	15.0	5.0	21.8	12.0		

Calculate d as pro-rata of Pre*, Post* versus Pre (Entire Site)

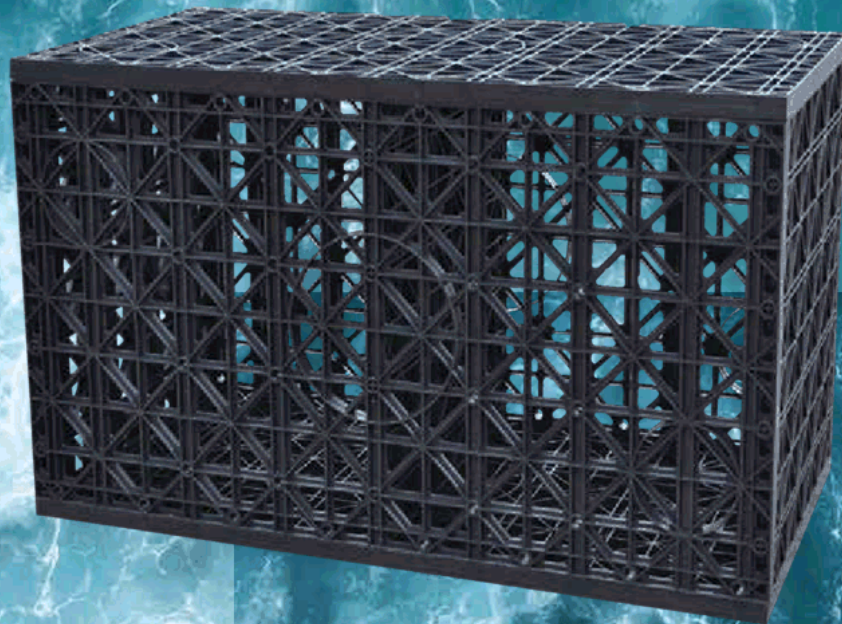


Appendix E. Drainwell Product Information



DRAINWELL

subsurface water management system



**Stormwater
Detention**

**Infiltration/
Soakwells**

**Rainwater
Harvesting**

**Septic Leach
Drains/Effluent
Waste**

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Company Profile

Contents

- Features and Benefits 2
- Residential Soakwells 3
- Commercial Infiltration Tanks 4
- Stormwater Detention Tanks 5
- Septic Leach Drains 6
- Assembly: Non-Trafficable 7
- Assembly: Trafficable 8
- Installation Guideline 9
- Drainwell Specifications 10

Novaplas Australia is 100% Australian owned & operated and has been manufacturing Drainwell underground tanks for over 10 years.

Novaplas Australia is an environmentally conscious company doing our bit to save plastic from polluting our precious oceans and saving unnecessary landfill waste. That is why our Drainwell underground tanks are made from 100% Recycled Polypropylene which would otherwise end up in landfills or oceans.

Drainwell underground tanks are used in many applications, including:

- Infiltration/Absorption Tanks
- Stormwater Detention Tanks
- Rainwater Harvesting Tanks
- Roadside Swales
- Septic Leach Drains/Effluent Lines

Drainwell underground tanks are installed below:

- Shopping Centre Car Parking Areas
- Industrial Warehouse Driveways
- Sports Grounds
- Residential Gardens and Driveways



- 1. Water from Downpipe
- 2. Re-use Rainwater Harvesting Storage Tank
- 3. Poly Liner
- 4. Geotextile Fabric
- 5. Course Sand
- 6. Pump
- 7. Overflow
- 8. Infiltration/Detention Tank
- 9. Infiltrating Water
- 10. Outlet to Stormwater



Features & Benefits

Strong Structural Design
Can be installed under driveways, carparks and other trafficable areas

Infiltration
Large permeable area including sides and ends

UV Stabilised
Increased product life

Australian Owned & Manufactured
Large stock inventory, minimal lead time

Large Volume with Fewer Modules
Projects require fewer modules resulting in less assembly time

Detention
Alleviates on-site and downstream flooding

Flat Pack Form
Easy to transport, save on bulky transport expense

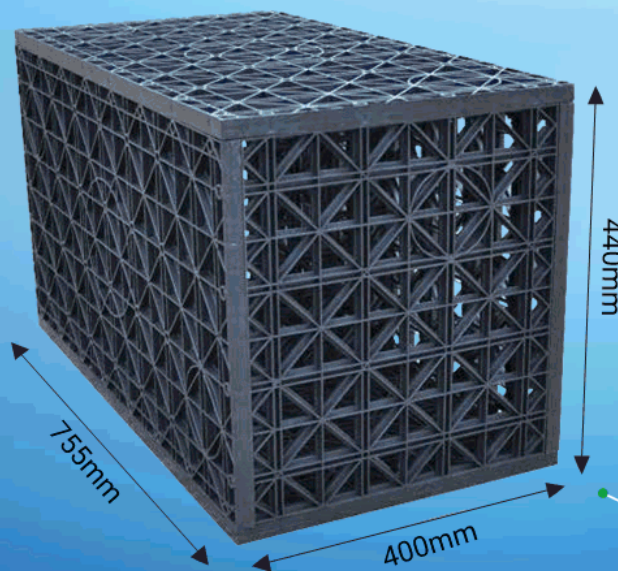
Lightweight
Easy to handle, no crane required

150mm Cut Out Guide for DWV
Simple pipe connection, less installation time

Trafficable
Increased utilisation of valuable land

Modular
Interlock vertically and position horizontally to create any shape and size

90mm Cut Out Guide for DWV
Simple pipe connection, less installation time



Retention
Collect, store and reuse precious rainwater

Chemically Inert
Increased product life, will not be affected by harmful chemicals





Residential Soakwells

Drainwell Plastic Soakwells are a modular DIY stormwater drainage cell. They can be installed under either trafficable or non-trafficable areas assuming the minimum cover requirement is achieved.

Drainwell Soakwells are only 440mm high and are an ideal high water table soakage solution. They consist of panels which are simply clipped together by hand. **Drainwell Soakwells** are light weight for easy handling and installation.

Drainwell Residential Soakwells can be supplied in a flat-pack kit form.

D.I.Y. Soakwell Kit



During Installation



Tank Wrapped, Ready For Backfill



Ph: 1800 999 159

Page 3



Commercial Infiltration Tanks

Drainwell **Infiltration Tanks** collect and release excess stormwater. The collected stormwater seeps back into the ground and recharges the natural aquifers.

Drainwell **Infiltration Tanks** are installed under concrete slabs, as well as under driveways, and under car parking areas. Drainwell **Infiltration Tanks** are a cube shape which is best for minimal excavation.

You will **save up to 25% on excavation size** and **save up to 100% on graded stone purchases**.

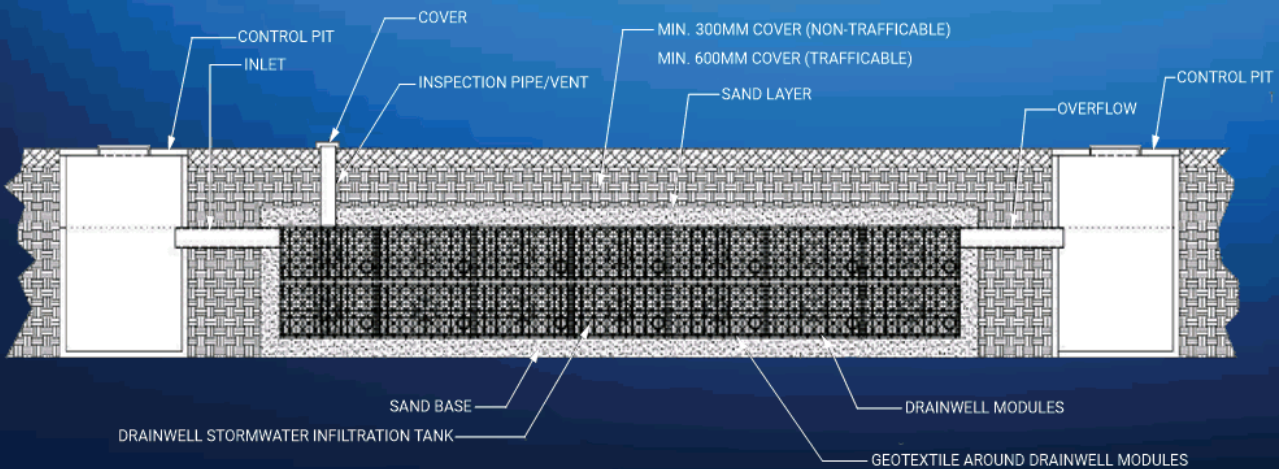
5,000m³ Under Car Park



650m³ Tank



Infiltration Tank Cross Section





Stormwater Detention Tanks

Drainwell **Stormwater Detention** Tanks are Made in Australia from 100% recycled materials. These tanks are easy to install, providing a solution to many constraints on building sites.

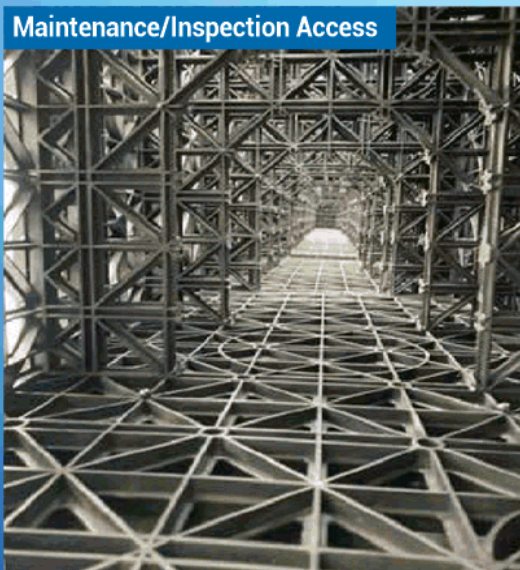
Drainwell **Stormwater Detention** Tanks are a cube shape which is best for minimal excavation.
 You will **save up to 25% on excavation size** and **save up to 100% on graded stone purchases**.

What is Stormwater Detention ?

Stormwater Detention is the process of holding stormwater run-off from your site. The collection and slow release of stormwater is called **Stormwater Detention**.

Underground **Stormwater Detention** Tanks are used to control stormwater runoff. Stormwater runoff needs to be managed on commercial as well as residential sites. Excess runoff is a hazard especially during large rainfall events.

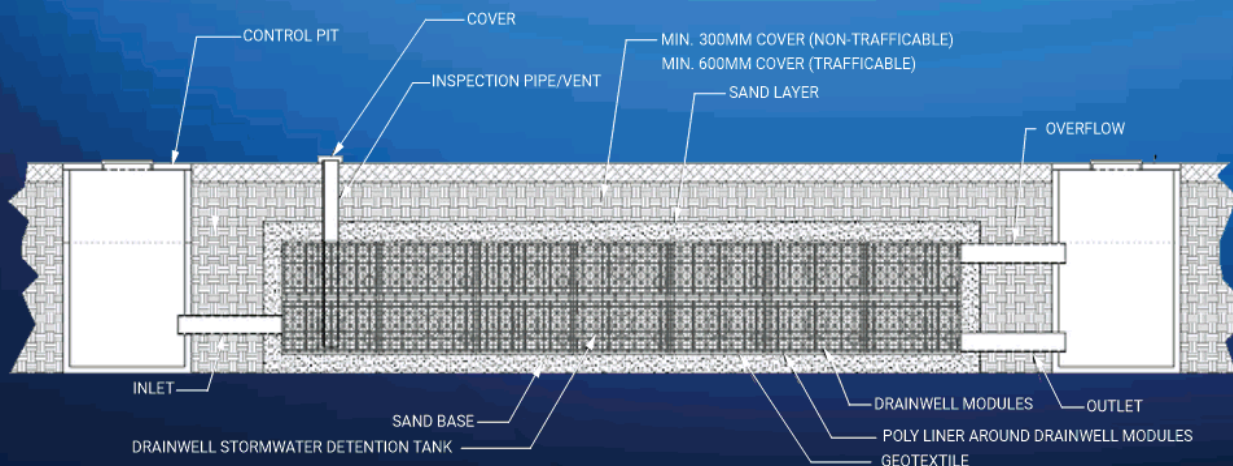
Maintenance/Inspection Access



150m³ OSD Tank Under Carpark



Detention Tank Cross Section



Ph: 1800 999 159

Page 5



Septic Leach Drains/Effluent Waste

Drainwell Septic Leach Drains are an absorption trench or bed that provide dispersal of **effluent** from **septic tanks**. **Effluent** dispersal can be through percolation or evapotranspiration (ETS). Seepage holes in the sides and base of the Drainwell modules assist with seepage of **effluent**.

Drainwell Septic Leach Drains are wrapped in geo cloth filter wrap to stop sand or debris from entering the leach drain modules.

The **Septic Leach Drain** design is governed by several factors. These factors can include:

- the size of the leach drain,
- amount of liquid waste to be disposed of,
- type of soil around it,
- how it is built.



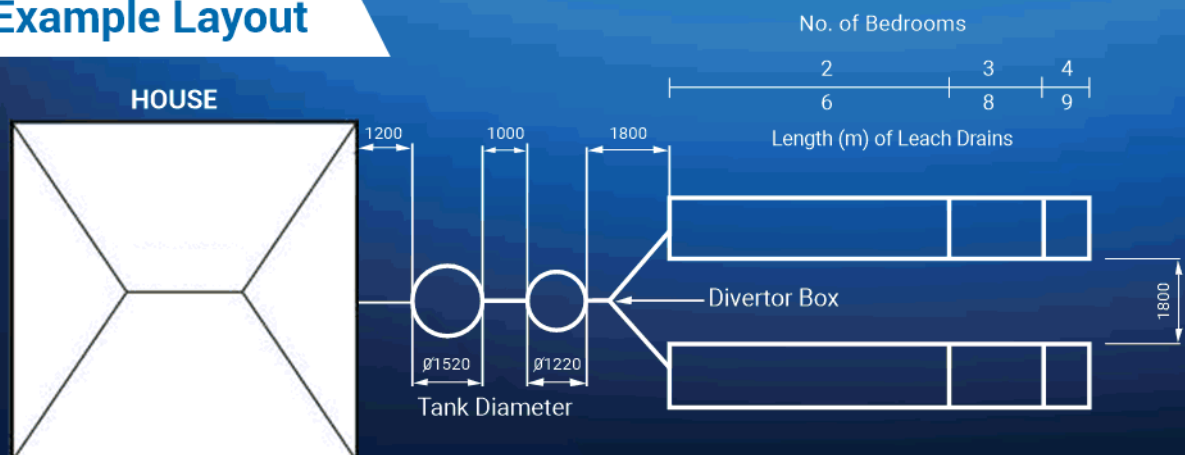
Residential System



Commercial System

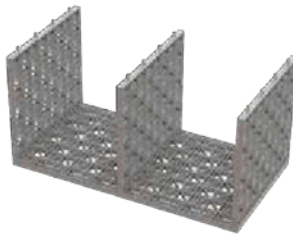


Example Layout

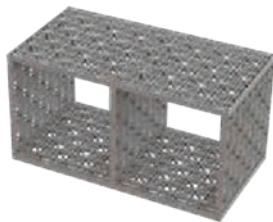




Assembly Non-Trafficable



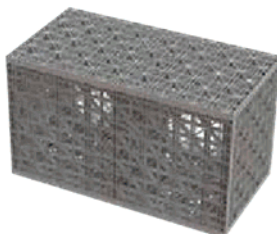
STEP 1:
Place 1 (One) Large Panel onto a firm flat surface. Insert 3 (Three) small panels with the 400mm side (side with long pins) into the large panel. Use a rubber mallet to lightly tap the panels together at every stage.



STEP 2:
Place a large panel on to the top of the small panels and lightly tap together.

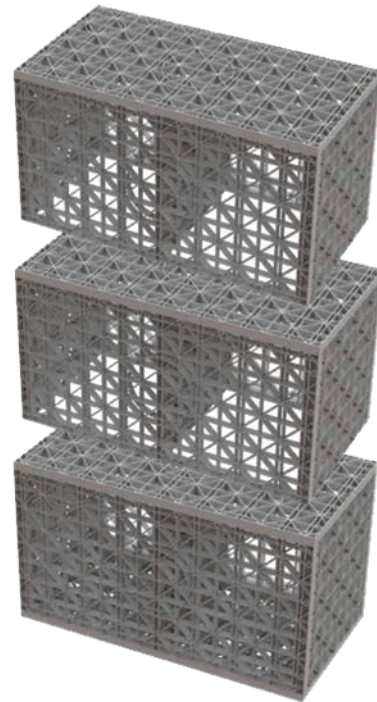


STEP 3:
Turn module over, place a large panel on to the top and lightly tap together.

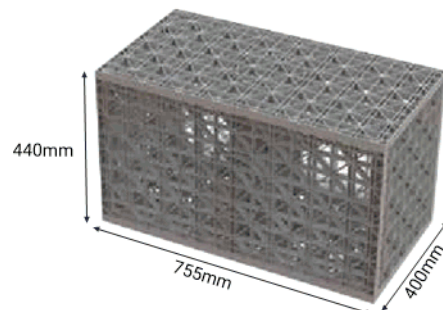


STEP 4:
Turn module over, place final panel on to the top and lightly tap together.

STACKING MODULES:
Assemble 1 complete module. For every module to be stacked on top, stop at Step 3. Connect 'Step 3' module on to roof of module below.

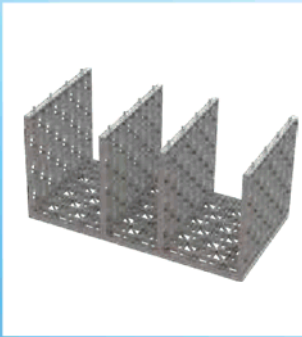


MODULE ORIENTATION:
When correctly assembled, the Drainwell module should be 755mm (Long) x 400mm (Wide) x 440mm (High). It is very important that the modules are installed the correct way up. IE. 440mm high.

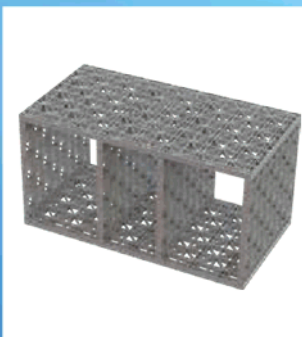




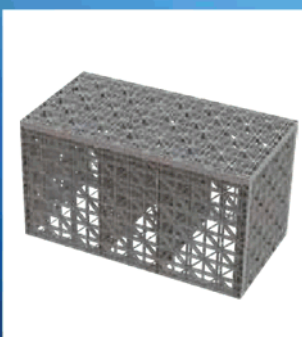
Assembly Trafficable



STEP 1:
Place 1 (One) Large Panel onto a firm flat surface. Insert 4 (Four) small panels with the 400mm side (side with long pins) into the large panel. Use a rubber mallet to lightly tap the panels together at every stage.



STEP 2:
Place a large panel on to the top of the small panels and lightly tap together.

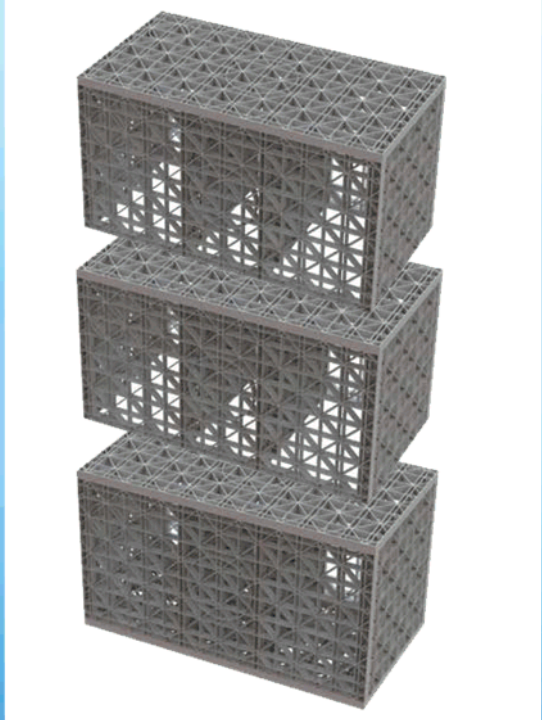


STEP 3:
Turn module over, place a large panel on to the top and lightly tap together.

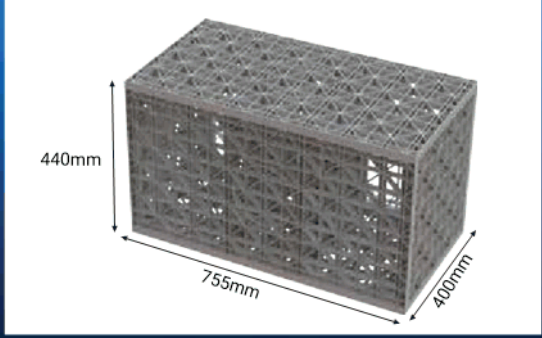


STEP 4:
Turn module over, place final panel on to the top and lightly tap together.

STACKING MODULES:
Assemble 1 complete module. For every module to be stacked on top, stop at Step 3. Connect 'Step 3' module on to roof of module below.



MODULE ORIENTATION:
When correctly assembled, the Drainwell module should be 755mm (Long) x 400mm (Wide) x 440mm (High). It is very important that the modules are installed the correct way up. IE. 440mm high.





Basic Installation Guideline

INFILTRATION SYSTEM

1. Form a pit by excavation, according to specified dimensions.
2. Level base of pit and compact.
3. Backfill pit with a minimum 100mm of coarse sand, and compact.
4. Line base and walls of pit with Geotextile ensuring that seams have a minimum 200mm overlap. If required, seal joints with adhesive PVC tape. Allow sufficient Geotextile length to cover the surface of the Drainwell modules once positioned in pit.
5. Place assembled Drainwell modules into position, on top of Geotextile, inside pit. Ensure modules are placed the correct way up. IE. 440mm high.
6. If required, secure Drainwell modules together with clips or heavy duty cable ties.
7. Cut holes in the correct position for inlet and outlet pipes as required.
8. Tightly cover the sides and top of modules with Geotextile. Inlet/outlet pipes can be sealed with adhesive PVC tape, if required.
9. Backfill around sides and top of modules with clean coarse sand and compact according to engineers specifications.
10. Backfill a minimum 600mm of clean fill on top of modules and compact according to engineers specifications.

DETENTION/RETENTION SYSTEM

1. Follow steps 1-4 above.
2. Line base and walls of pit with Poly Liner. Seal joints with tape supplied. Allow sufficient liner length to cover the surface of the Drainwell modules once positioned in pit.
3. Install a second layer of Geotextile over the Poly Liner.
4. Follow steps 5-10 above.

ADDITIONAL INSTALLATION NOTES

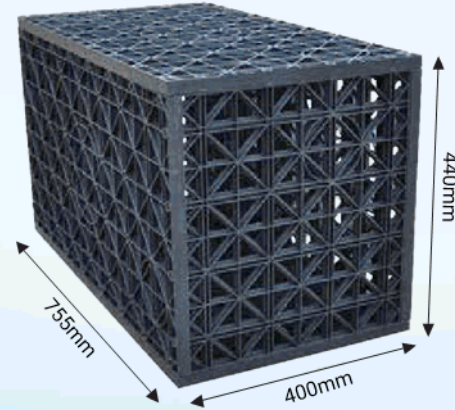
1. It is important that every Drainwell installation is fitted with an overflow or vent.
2. Any connection of inlet or outlet piping through liner should be made with a good seal around penetration point.
3. If pre-filtration of stormwater is required, please contact manufacturer.



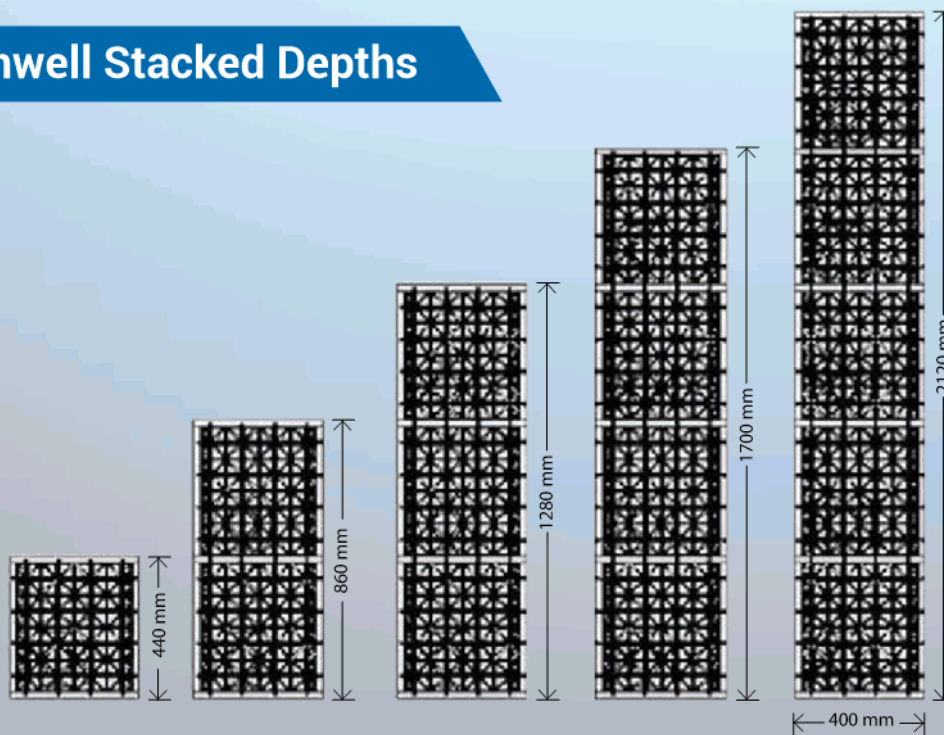


Specification

Drainwell™ Module		DW1592
Dimensions (mm)	Length	755
	Width	400
	Height	440
Volume (m3)		.132
Tanks per m3		7.5
Weight (Kg)	3 Panels	6.65
	4 Panels	7.3
	5 Panels	7.9
Maximum Load (Tons/m2)	3 Panels (1 Internal)	23.66 t/m ²
	4 Panels (2 Internal)	29.76 t/m ²
	5 Panels (3 Internal)	32.42 t/m ²
Internal Open Area		<95%
Polymer Type		Polypropylene UV Stabilised
Service Temp		-20°C to 120°C
Chemically inert and not affected by Moulds and Algae		



Drainwell Stacked Depths



NOVAPLAS AUSTRALIA P/L
17 Catalano Road
Canning Vale WA 6155
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E: info@novaplas.com.au
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DRAINWELL
subsurface water management system

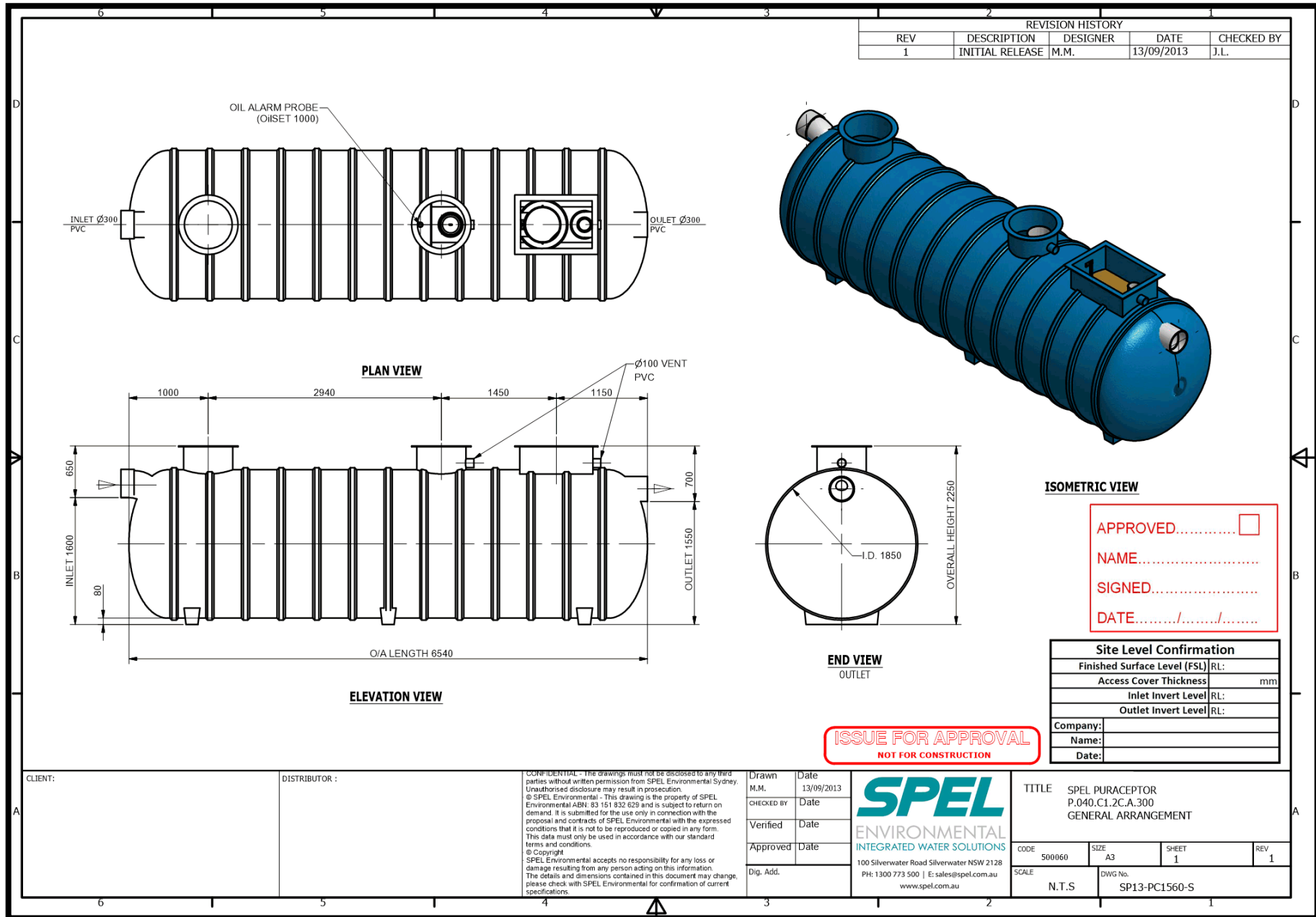
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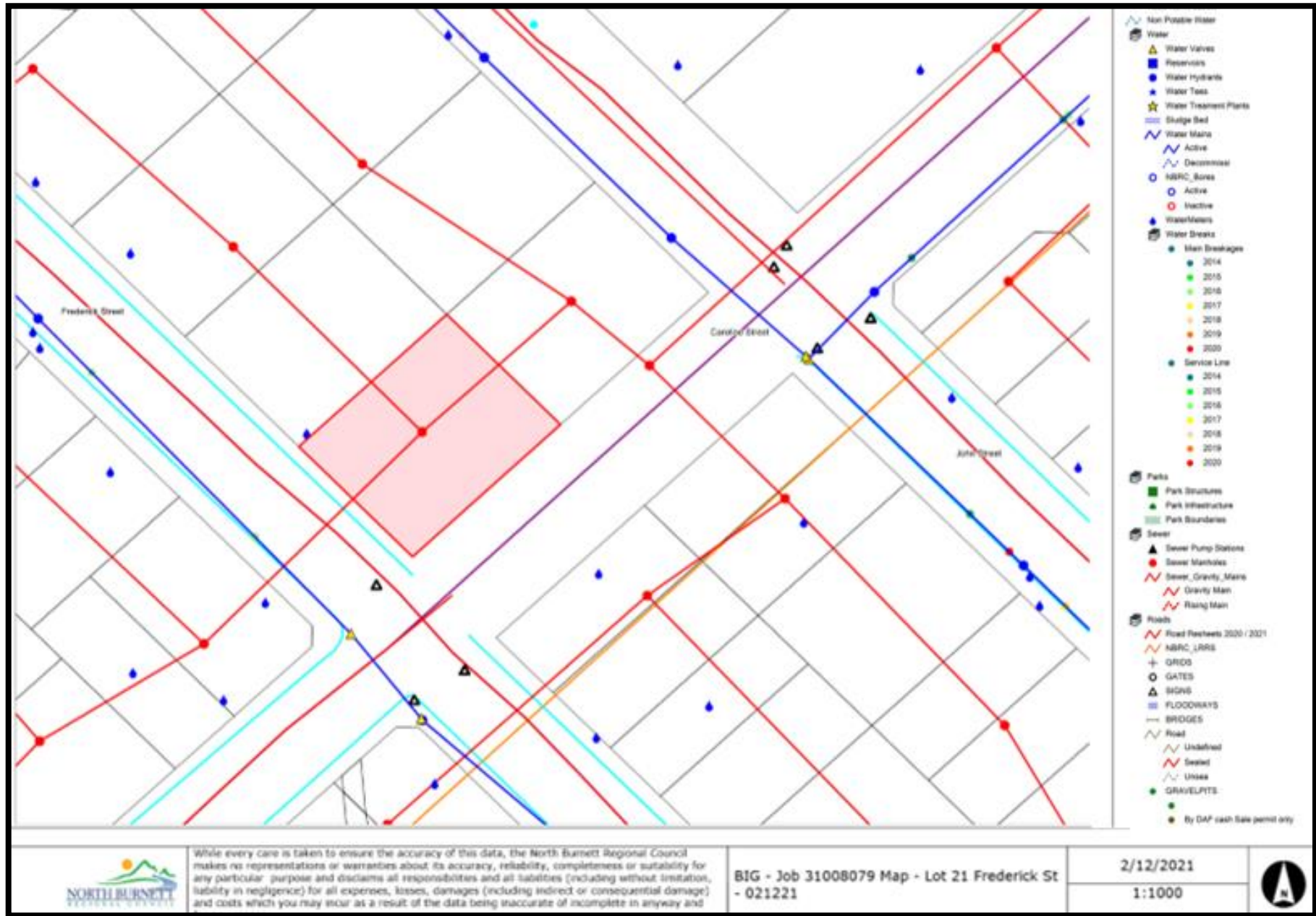


Appendix F. SPEL Purceptor Details





Appendix G. Before You Dig Plans

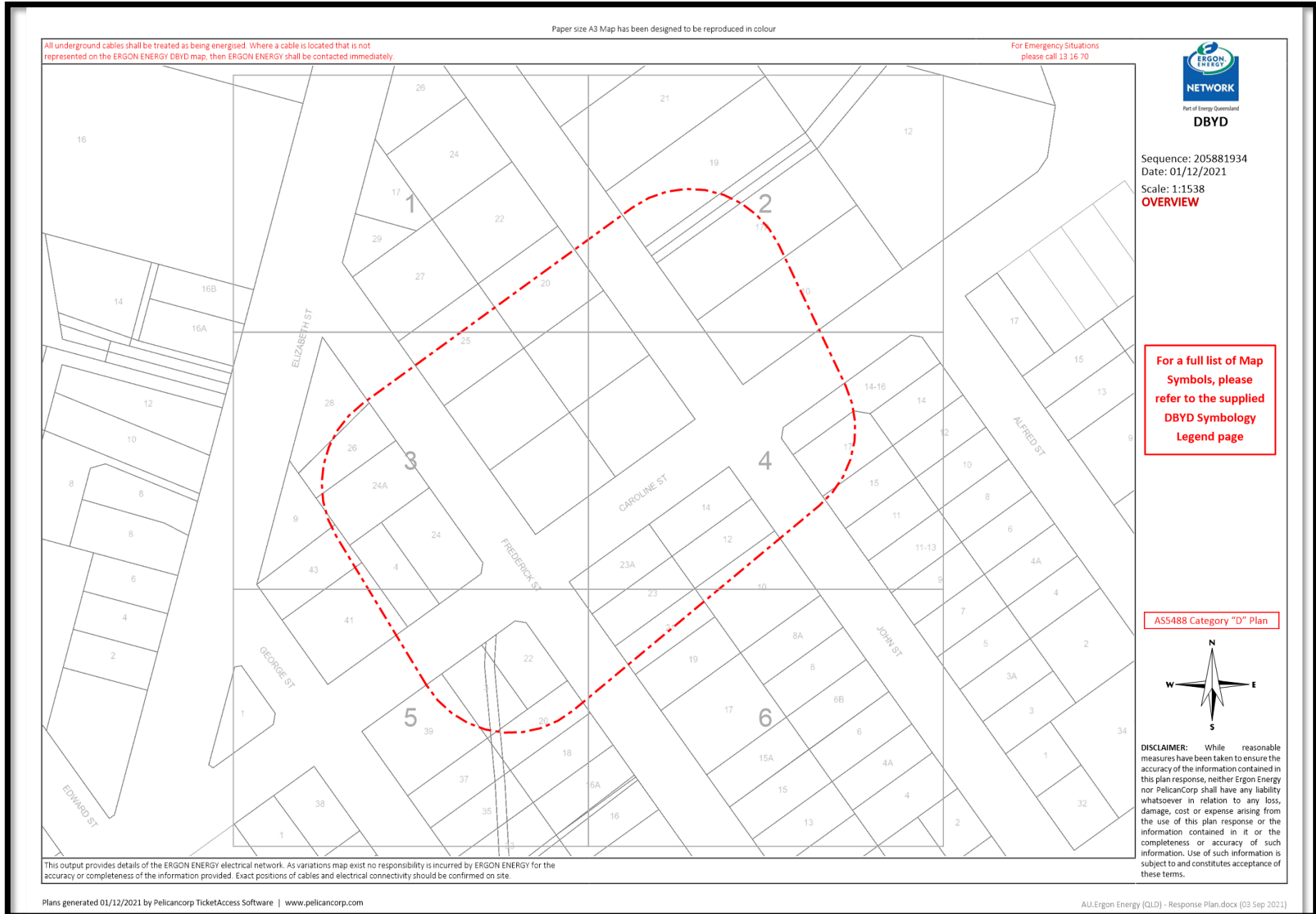


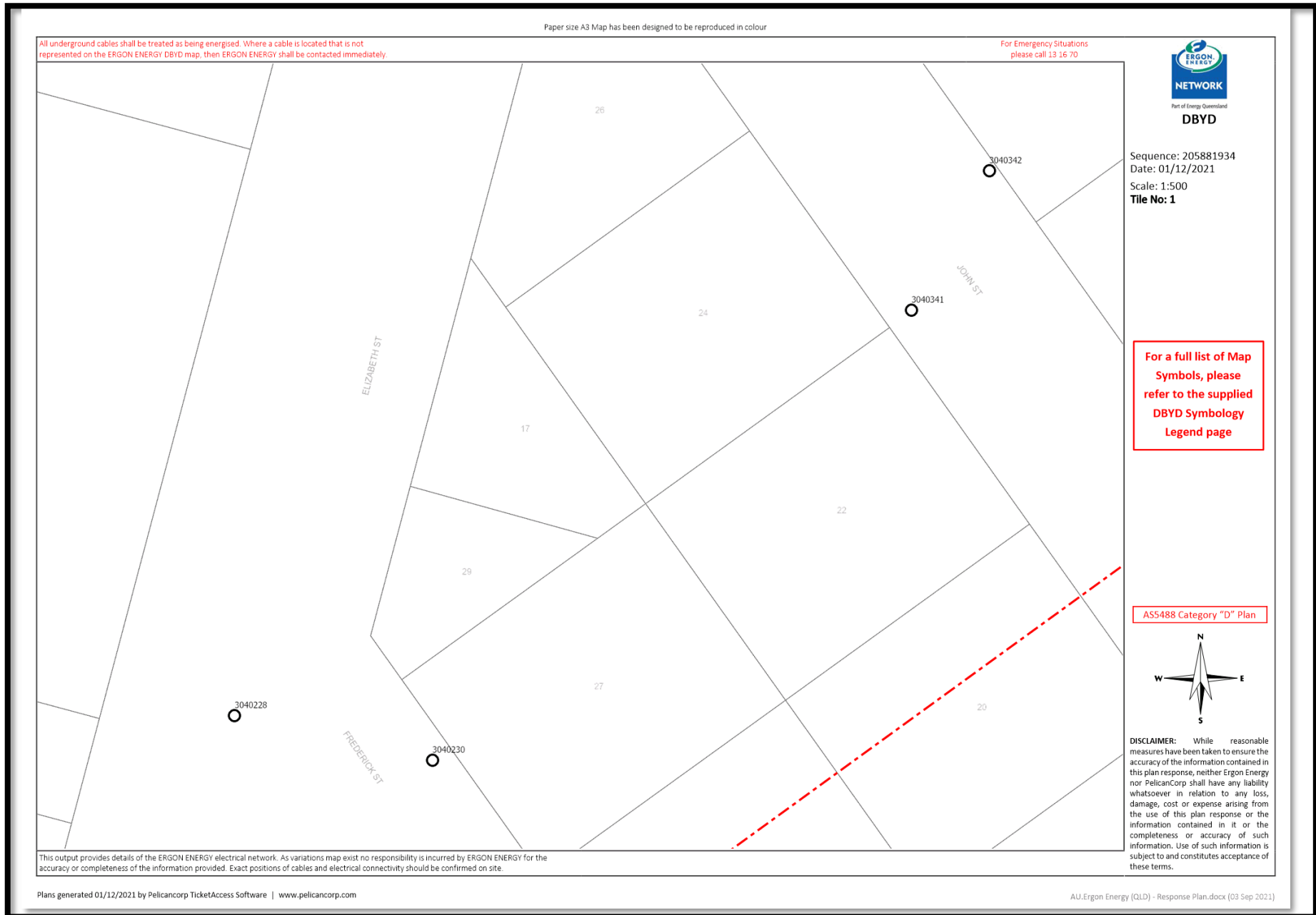
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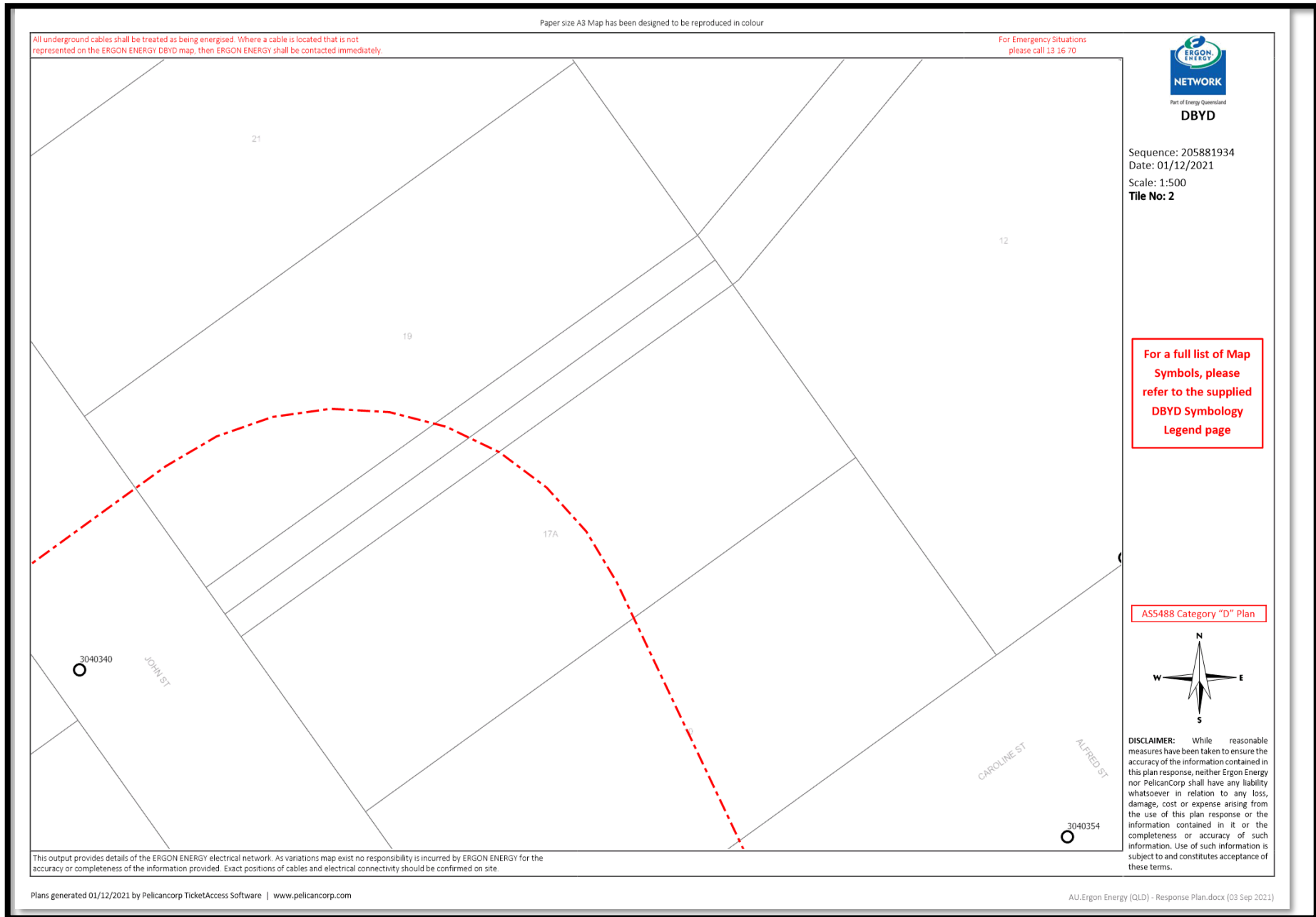
BIG - Job 31008079 Map - Lot 21 Frederick St
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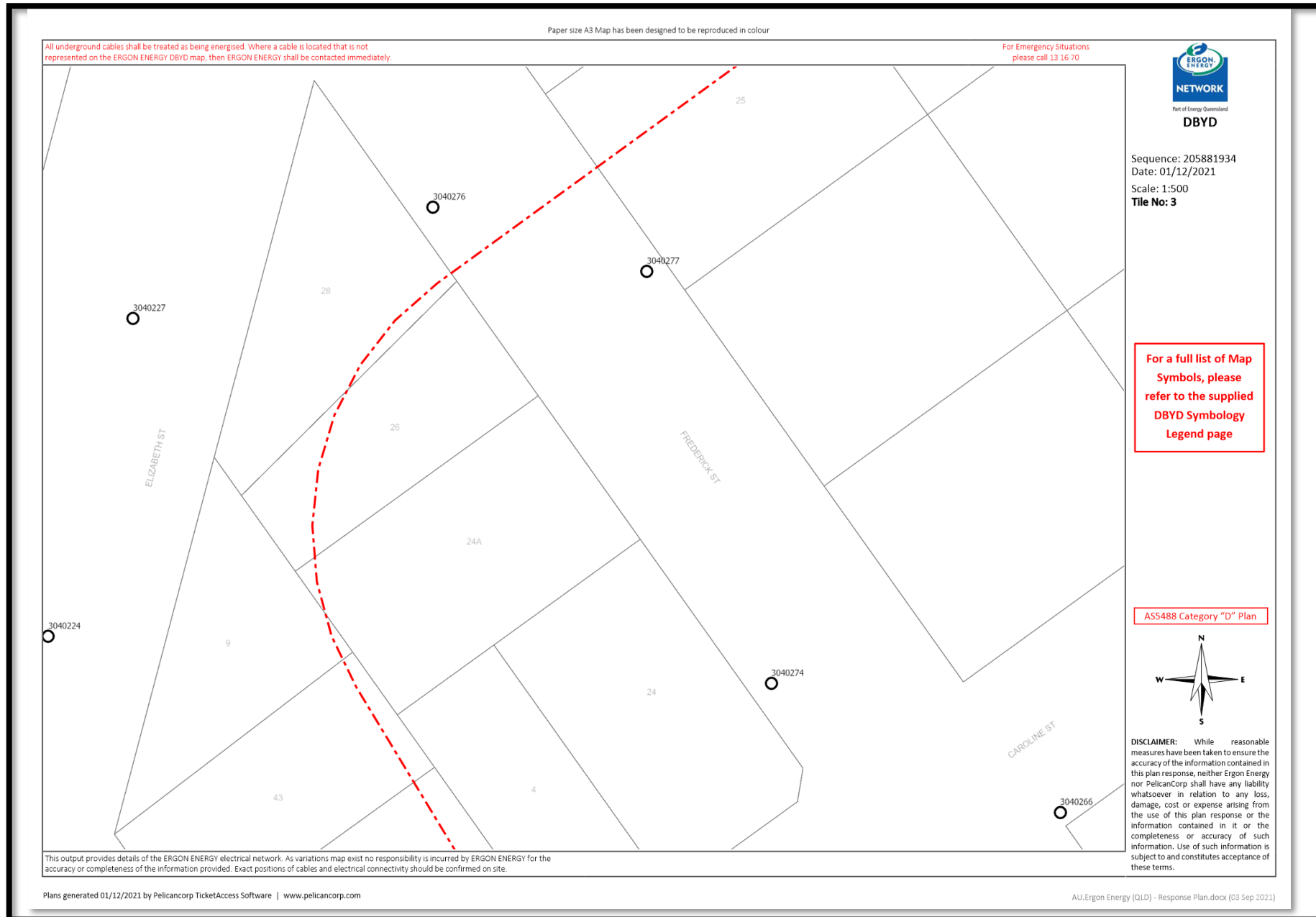
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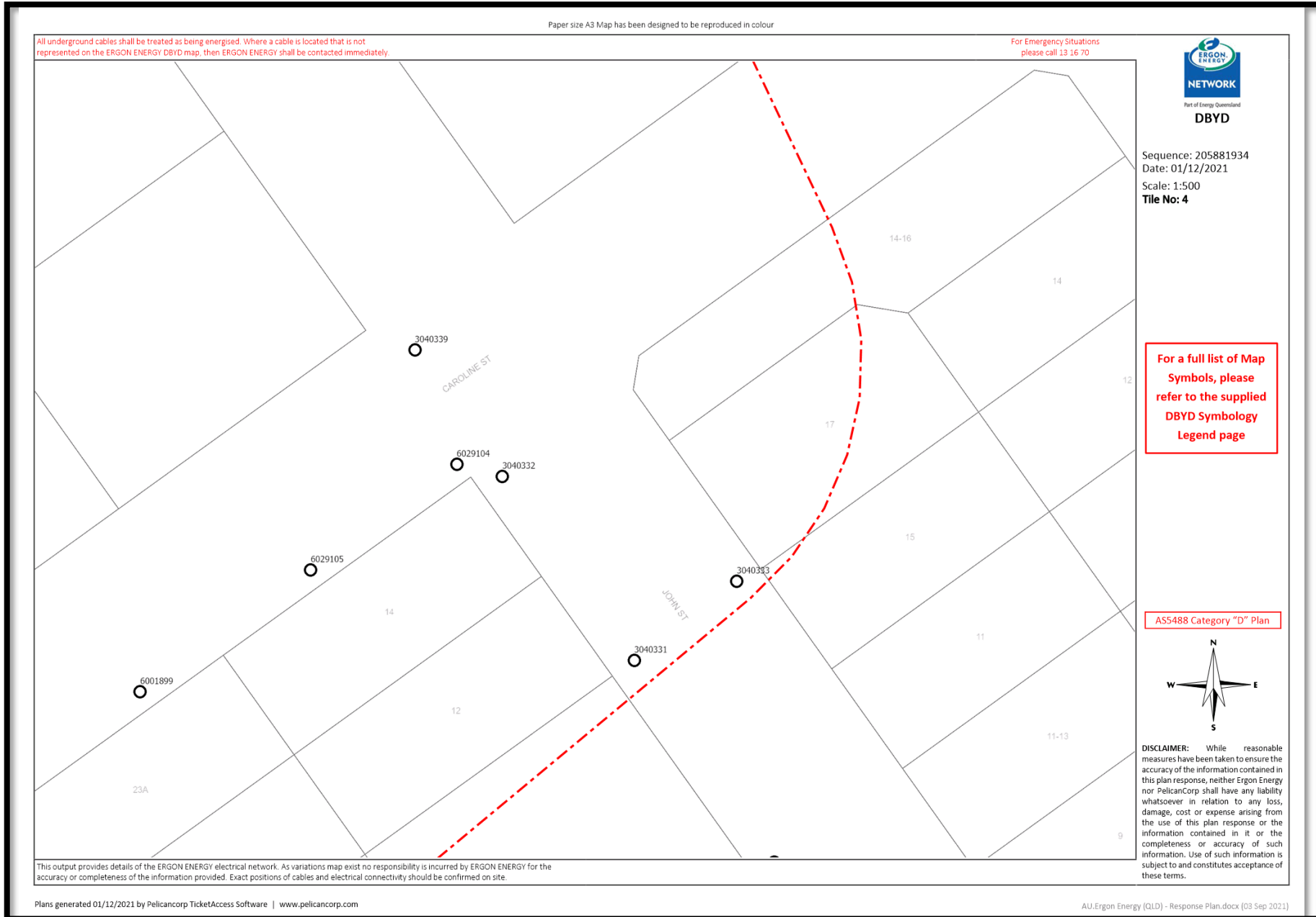


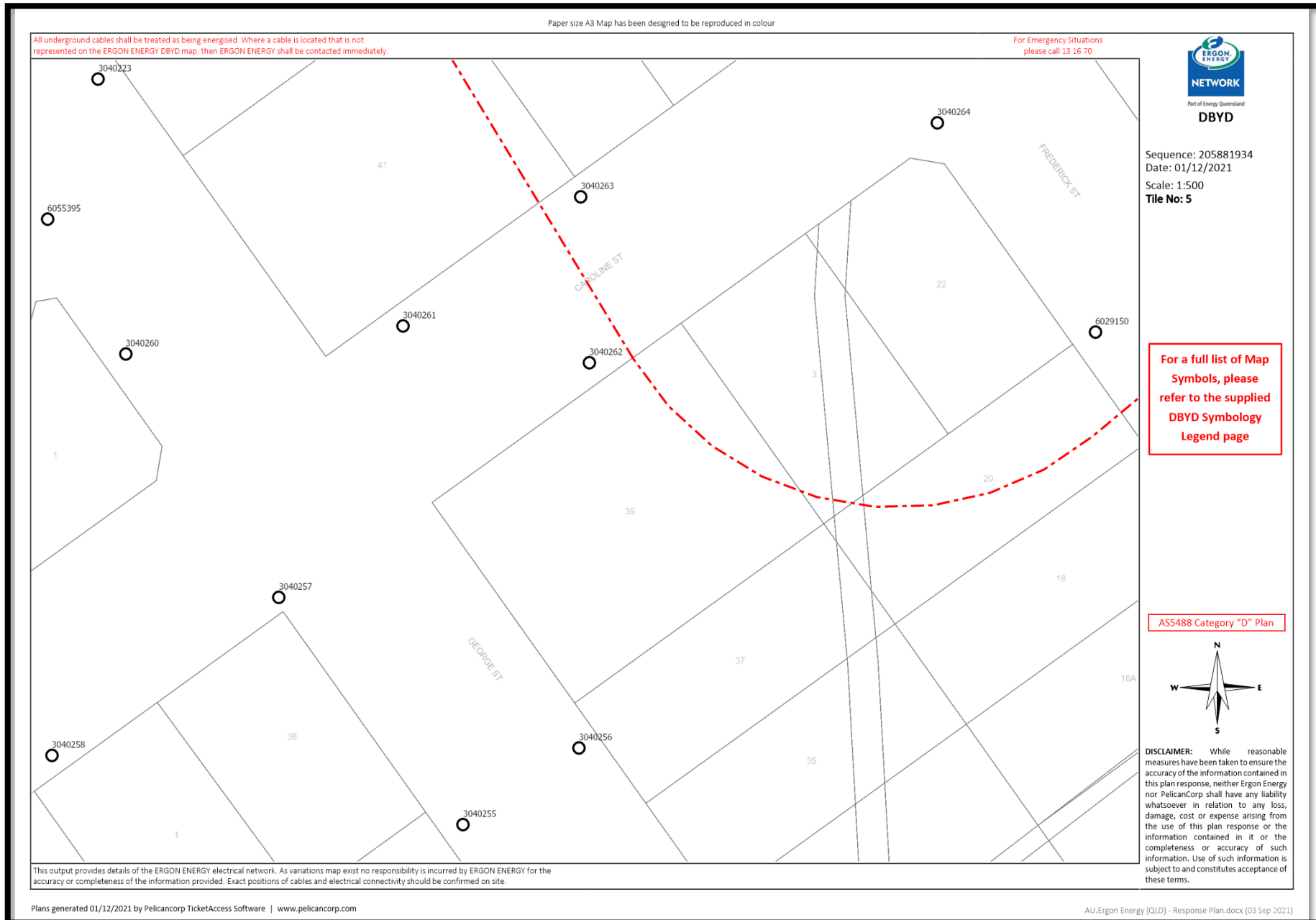


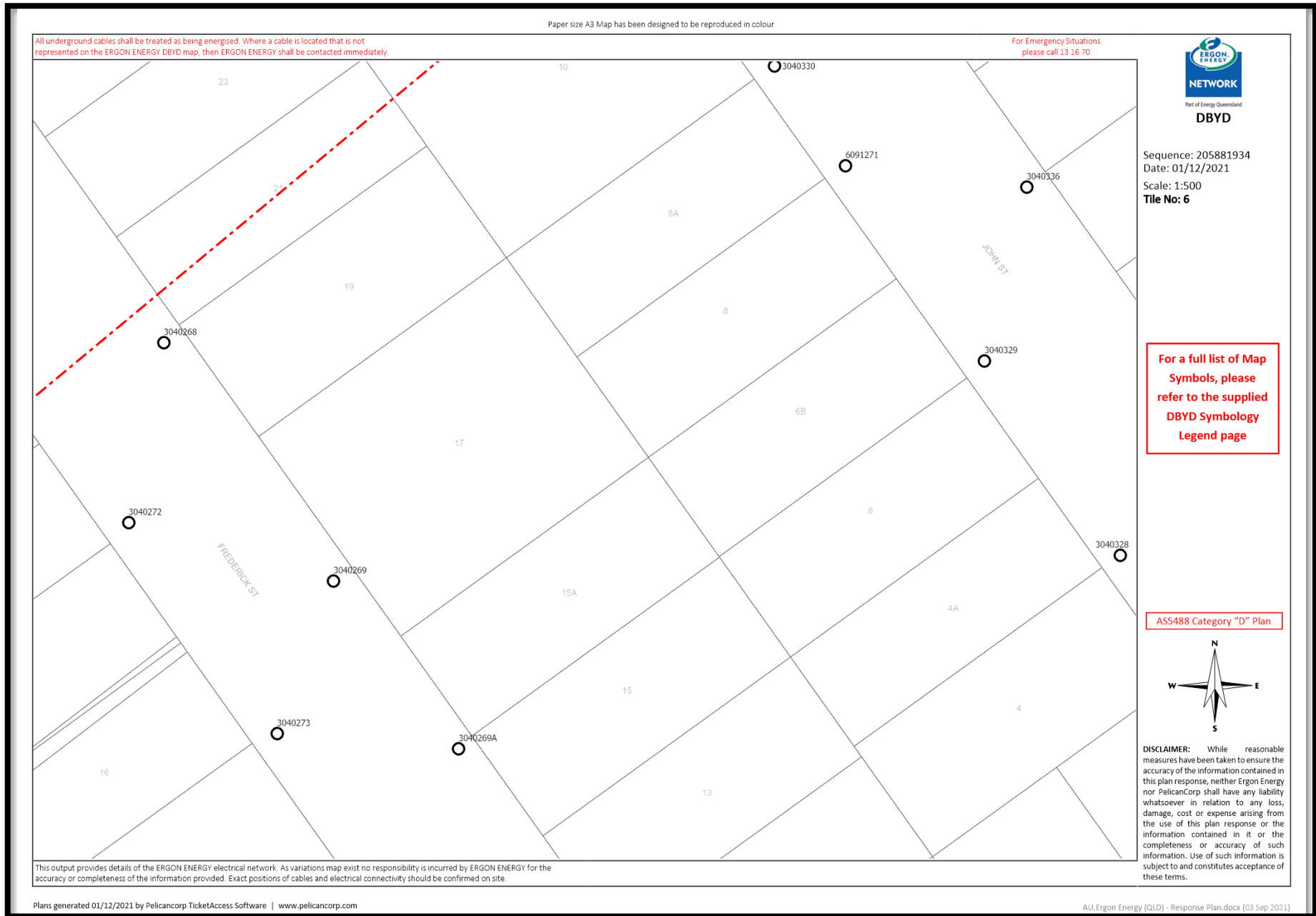


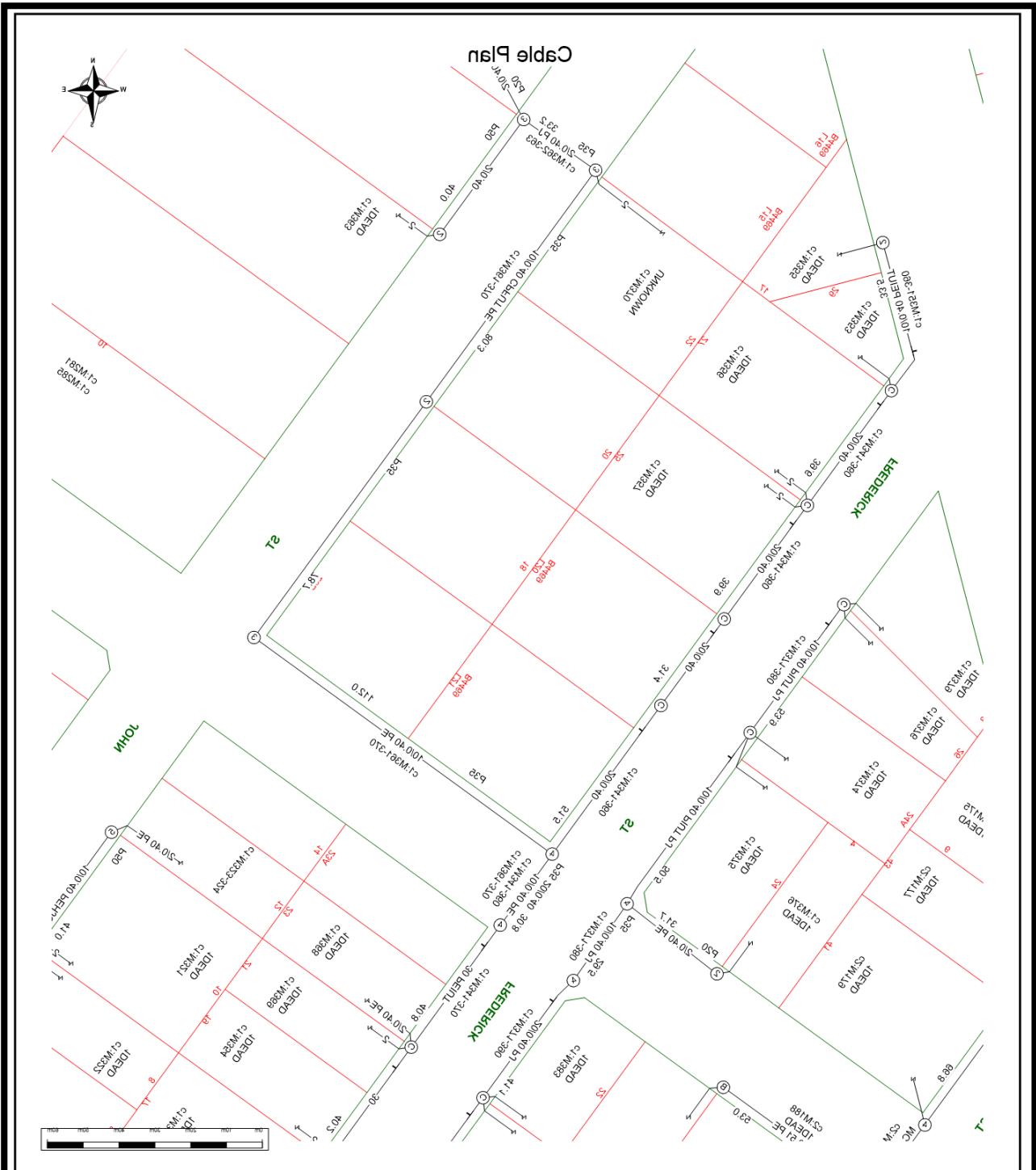













<p>Generated On 01/12/2021 17:10:35</p> <p>TELTRA CORPORATION LIMITED A.C.N. 051 775 559</p>		<p>For all Telstra DBYD plan enquiries - email - Telstra.Plans@team.telstra.com For urgent onsite contact only - ph 1800 633 635 (plus frst)</p>
<p>any assistance.</p> <p>Contact Telstra Plan Services should you require</p> <p>in hot area. Please read the Duty of Care and</p> <p>CAUTION: Fibre optic and/or major network present</p> <p>Sequence Number: 202881932</p>		

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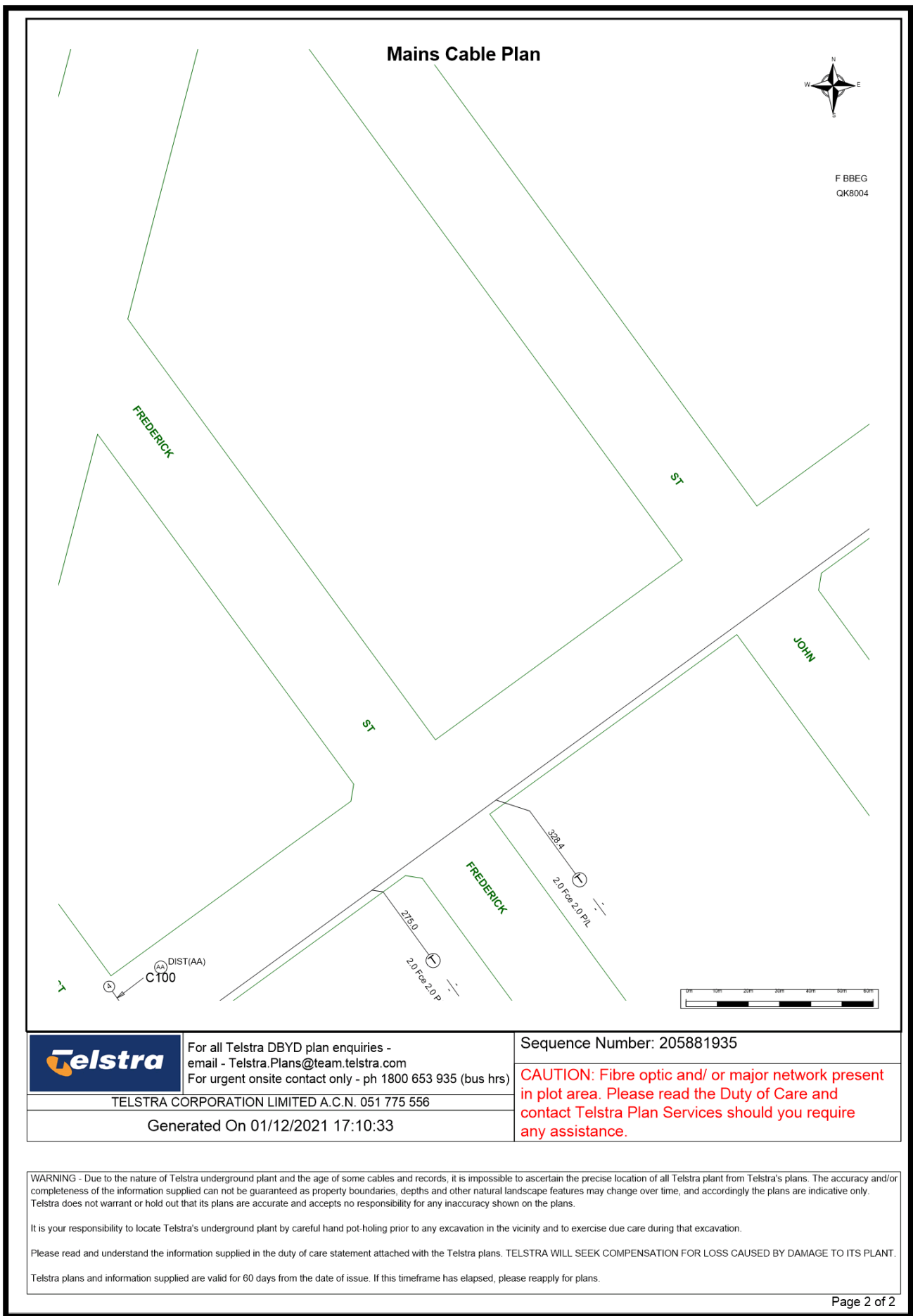
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It is your responsibility to locate Telstra's underground plant by careful hand probing prior to any excavation in the vicinity and to exercise due care during that excavation.

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completeness of the information supplied can not be guaranteed as property boundaries, depths and other natural landscape features may change over time, and accordingly the plans are indicative only.

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TRAFFIC IMPACT ASSESSMENT

PROPOSED SERVICE STATION

FREDERICK STREET, BIGGENDEN

Prepared for:

SJS Fuels Pty Ltd

August 2023

Reference: CIV03020-TRAF01



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Final Issue Approval			
Date	Name	Signature	Document Status
14/08/2023	Jeremy Piva RPEQ 22801		A

Revision Record					
Rev	Date	Comments	Status	Author	Reviewer
A	06/03/2023	Original Issue	A	JP	CF
B	20/04/2023	Minor Amendments	A	JP	NB
C	14/08/2023	Response to Council RFI	A	JP	CF

A - Approval	B - Building Approval	C - Construction	P - Preliminary
R - Revision	T - For Tender	X - Information	D - Draft

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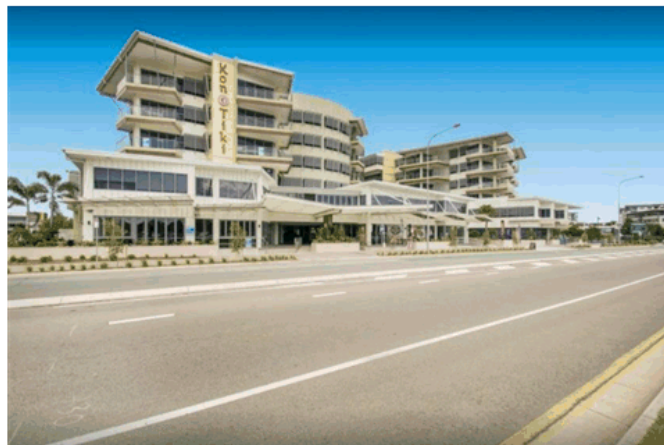
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Proposed Service Station, Frederick St, Biggenden



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- APPENDIX D. ENGINEERING LAYOUT AND SWEEPED PATH PLANS
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1 INTRODUCTION

Contour Consulting Engineers Pty Ltd (Contour) have been engaged by SJS Fuels Pty Ltd (Client) to prepare a Traffic Impact Assessment, for a proposed Service Station (Proposed Development) located at Caroline Street, Biggenden (Subject Site). The Subject Site includes 4 adjoining lots described as Lots 11 and 12 on B4469. Refer Figure 1-1 for further details on site locality.

Architectural layout plans of the proposed development have been prepared by Verve Building Design Pty Ltd and are presented in **Appendix A**.

This report will examine the traffic and transport impacts of the proposed development and will form part of a development application to North Burnett Regional (Council).

The Subject Site is located on Caroline Street, which forms part of the Isis Highway. As such, the application will be referred to and reviewed by the Department of Transport and Main Roads (TMR).

This report (Revision C) has been updated to include an assessment of pavement impacts to Frederick Street, as requested in Council’s Information Request Letter, dated 19 May 2023 (ref: DA230024).

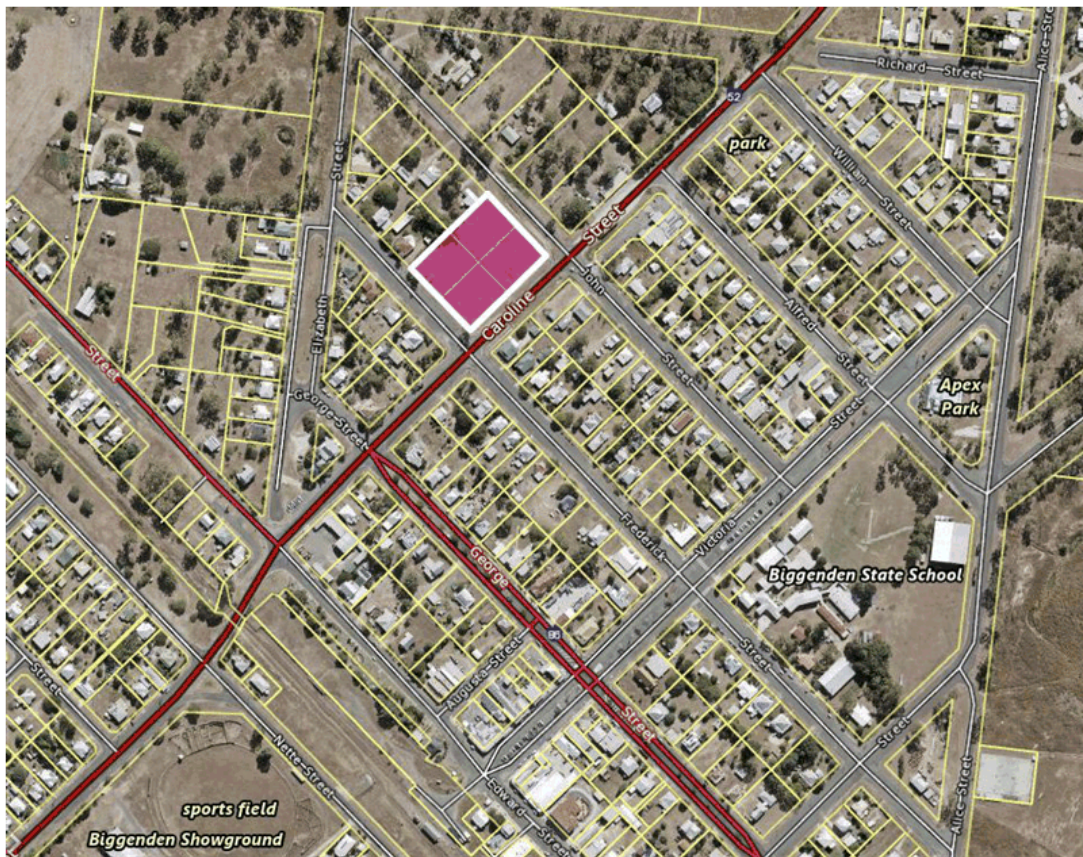


FIGURE 1-1: SITE LOCALITY MAP

1.1 PRE-LODGE MENT ADVICE

A pre-lodgement meeting was held with the State Assessment and Referral Agency (SARA) and representatives from TMR on 31 January 2022. Notes from this meeting are included in **Appendix B**. Key advice received during the meeting, relating to

Proposed Service Station, Frederick St, Biggenden



- TMR would consider an entry/exit on Frederick Street and a single entry/exit on Caroline Street. There would be no need to place restrictions on the movements to/from the direct access (for example to left-in/left-out only). All movements would be allowable.
- TMR do not require detailed traffic/SIDRA analyses or turn warrant assessment for the proposed development.
- The applicant must demonstrate swept paths for relevant heavy vehicles accessing the proposed development.

2 EXISTING SITE DETAILS

2.1 GENERAL

The Subject Site is located on the northern side of Caroline Street. The Subject Site sits across two existing land parcels – Lots 11 and 12 on B4469.

The Subject Site is currently vacant and does not include any formalised existing driveway access. There is an existing concrete lined open drain which runs along the Caroline Street frontage and down John Street.

Refer Aerial image in Figure 2-1 for details.

The Subject Site is located in the 'General Residential Zone', under the North Burnett Regional Planning Scheme 2014. The Subject Site covers a combined land area of 4,046m².



FIGURE 2-1: SUBJECT SITE AERIAL IMAGE (QLD GLOBE 2022)



2.2 EXISTING ROAD NETWORK

Details of existing roads in the vicinity of the Subject Site, are summarised in Table 2-1 below.

TABLE 2-1: EXISTING ROAD DETAILS

Road	Authority	Classification	Speed Limit	Details
Caroline Street (Isis Hwy)	TMR	State Controlled Road	60km/h	2 lanes, undivided, no kerb and channel. Approx. 7m sealed width. Grassed road shoulder and concrete lined table drains.
Frederick Street	Council	Local Access Road	50km/h	2 lanes, undivided with kerb and channel. Approx. 21m sealed width.
John Street	Council	Local Access Road	50km/h	2 lanes, undivided, no kerb and channel. Approx. 5m sealed width.

Street view images of existing road frontages are shown in Figures 2-2, 2-3 and 2-4.



FIGURE 2-2: EXISTING CAROLINE STREET FRONTAGE (GOOGLE STREET VIEW)



FIGURE 2-3: EXISTING FREDERICK STREET FRONTAGE (GOOGLE STREET VIEW)

Proposed Service Station, Frederick St, Biggenden



FIGURE 2-4: EXISTING JOHN STREET FRONTAGE (GOOGLE STREET VIEW)

2.3 EXISTING TRAFFIC VOLUMES

Detailed traffic analysis is considered not required and traffic surveys have not been conducted. TMR traffic survey data has recorded an annual average daily traffic (AADT) volume of 1,736 vehicles per day (vpd) in 2021, with a heavy vehicle percentage of approximately 20%.

3 PROPOSED DEVELOPMENT

3.1 GENERAL

The proposal is for the development of a service station comprising the following:

- Separate access points from Caroline and Frederick Streets
- 3 x rows of light vehicle fuel bowsers.
- Separate heavy vehicle refuelling area.
- Service station & ancillary shop with approximately 200m2 GFA.
- 9 x formalised parking spaces including an accessible space for persons with a disability.
- Air and water bay suitable for stopping for 1-2 vehicles.
- Loading bay adjacent to the building for refuse collection and non-fuel deliveries.

The development layout is detailed in plans prepared by Verve Building Design Co, presented in **Appendix A**. The proposed site plan is shown in Figure 3-1 below.

A detailed description of the development proposal is included in the Planning Assessment Report prepared by Project Urban.

Proposed Service Station, Frederick St, Biggenden

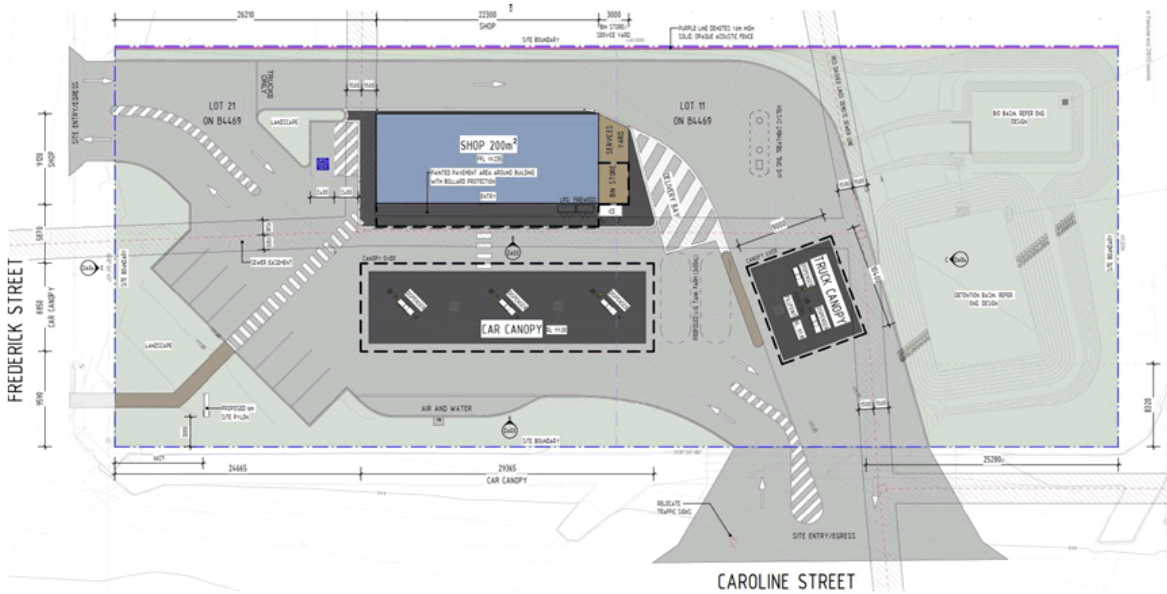


FIGURE 3-1: PROPOSED DEVELOPMENT LAYOUT

3.2 PROPOSED ACCESS

Vehicle access is proposed to be provided via two access points, from Caroline Street and Frederick Street. This arrangement allows for access via both frontages enabling light vehicles to circulate through the site in both directions.

Trucks and service vehicles will be required to enter via the Frederick Street access. This allows for trucks to utilise a dedicated internal access to the proposed high flow diesel bowsers, and exit via Caroline Street. Light vehicles can enter/exit via both of the proposed access points.

The alignment of Caroline and Frederick Streets are generally flat and straight, and adequate sight distances are available to/from the proposed access points.

The Caroline Street access will require a large culvert structure to retain the existing concrete drain flows. This is further discussed in the Engineering Report prepared by Contour Consulting Engineers.

3.3 ASSESSMENT AGAINST STATE CODE 1

Being that the proposed development is adjacent to a State Controlled Road, assessment against 'State Code 1: Development in a state-controlled road environment' is applicable. Refer **Appendix C** for responses to this Code.

4 INTERNAL LAYOUT AND PARKING

4.1 PARKING SPACES

Council car parking requirements are outlined in Table 9.4.7 of the North Burnett Regional Council Planning Scheme. Council parking requirements and proposed parking numbers are summarised in Table 4-1 below. Contour have prepared a sketch detailing the access and carparking arrangements. Refer Contour Plan No. 3020-C02, presented in **Appendix D**.

Proposed Service Station, Frederick St, Biggenden



TABLE 4-1: PARKING SPACES SUMMARY

Land Use	Planning Scheme Requirements	Proposed Parking Spaces
Service Station	2 spaces plus 1 space per 25m ² GFA Approx. 200m ² GFA 10 Parking Spaces	9 Parking Spaces + Air/Water stopping bay.

It is noted that the proposed development also includes 'shop' use which is considered ancillary to selling fuel, and therefore the proposed development is considered to fit the definition of a Service Station under Council's Planning Scheme.

The proposed development includes provision for 9 formalised parking spaces. Additionally the development proposes an Air/Water bay suitable for up to 2 vehicles to park. Based on this arrangement, it is considered that the proposed development generally meets requirements of Council's Planning Scheme for a service station use type.

Contour have prepared a layout plan detailing parking and manoeuvring areas. Refer Contour Plan 3020-C02, presented in **Appendix D**.

4.2 PARKING FOR PEOPLE WITH A DISABILITY

The Building Code of Australia prescribes minimum number of car parking spaces that should be provided for persons with a disability (accessible parking spaces). The proportion of spaces varies according to land use however; in general, the rate equates to 1-2% of total spaces.

The proposed development nominates provision for 1 accessible parking space. This space is identified in the development layout plans and has been located to provide convenient and direct access to the building entrance. It is considered that the proposed accessible parking provisions are generally in accordance with Australian Standards.

Accessible parking spaces are to be designed and constructed in accordance with AS2890.6.

4.3 PARKING LAYOUT

The proposed parking layout incorporates parking spaces aligned at 90 degrees to the adjoining internal access/aisle.

Classification of proposed parking facilities generally aligns with user class 3A, as per AS2890.1 (short term, high turnover parking). The proposed car parking layout generally complies with the minimum requirements applicable to this user class, as summarised below:

- Minimum car park dimensions of 2.6m width, 5.4m length

Internal roadway widths and spacing of bowsers allows space for vehicle passing and manoeuvring.

4.4 VEHICLE QUEUING

Parking spaces have been situated to allow in excess of 1 vehicle internal queuing length (6m), between the property boundary and the edge of nearest parking bay

Based on the above, the layout will generally allow for a free influx of traffic which will not adversely affect traffic or pedestrian flows within Caroline and Frederick Streets.

4.5 SERVICE VEHICLES AND WASTE COLLECTION

Service vehicle requirements under Table 9.4.7 of the Planning Scheme nominates that provision is to be made for access by an articulated vehicle (AV).

It is noted that Caroline Street (Isis Highway) is a designated B-Double Route. As such, swept path diagrams for a B-Double have been prepared to demonstrate that a B-Double is able to enter and exit the site in forward gear, entering via Frederick Street, and exiting to Caroline Street. Refer Contour 3020-C03, presented in **Appendix D**.

Given that the development can accommodate a B-double, it is considered that an articulated fuel delivery truck will be able to access and manoeuvre through the site. It is expected that the service station will develop specific operational procedures and a management plan for fuel deliveries.

Proposed Service Station, Frederick St, Biggenden



The proposed development includes a loading bay adjacent to the building which will facilitate waste collection and non-fuel deliveries. The loading bay is expected to generally accommodate medium rigid vehicles (MRV) and waste collection vehicles. Contour have undertaken preparation of a swept path diagram to show that a 12.5m HRV is able to enter and exit in forward gear. Refer Contour Plan 3020-C02, presented in **Appendix D**.

It is considered that delivery and waste collection vehicle movements will be low and where possible, will be undertaken outside of peak hours.

Vehicle crossovers have been shown to generally accommodate the largest design vehicle. Vehicle crossover extents may be subject to change and further refined as part of future detailed design.

5 TRIP GENERATION

5.1 DEVELOPMENT TRIP GENERATION

Based on the uses at the proposed development, traffic generation has been estimated generally as outlined in Table 5-1 below.

TABLE 5-1: DEVELOPMENT GENERATED PEAK HOUR TRAFFIC

Land Use	Quantity	Peak rate	Source	Peak Traffic Volume
Service Station/shop	200 m2	66 trips per 100m2	RTA Guide	132 vph

It is noted that the traffic generation rate applied in the above table is generic only and is unlikely to be directly applicable to a service station in a rural township. It is likely that development generated traffic volumes would be lower than those calculated in Table 4-1. A review of QLD Open Source Data indicates a varying range of trip generation rates for service stations, ranging from 16 to 47 trips per 100m2 GFA, with an average of 26 trips per 100m2. Applying this average rate would result in a peak development generated traffic volume of approximately 52 vph which is likely to be a more realistic estimate. Open source data is summarised in **Appendix E**.

Trips associated with the service station/shop use will be comprised of the following:

- New trips – Trips that otherwise would not be made on the network if the development did not proceed
- Diverted drop in trips – Drivers that divert from an existing trip to visit the proposed development
- Undiverted drop in trips - Drivers that drop in to visit the development, from an existing trip on roads that immediately abut the proposed development.

It can be reasonably expected that the majority of trips associated with a service station development will be 'drop in' and 'diverted drop in' trips. Given the development's location on a regional highway a 'drop in' rate of up to 80% is considered possible. Drivers travelling to/from outlying regional towns and passing through Biggenden would be considered likely to drop in at the proposed service station to refuel/purchase refreshments and as a means to break up longer road trips.

Based on the proposed development generating 52 total peak hour trips and applying a 'drop in' rate of 80%, the proposed development would be estimated to generate in the order of 10 'new' peak hour trips.

Overall, 'new' trips generated by the proposed development will be low and are unlikely to have a perceptible impact on the performance of the road network.

Proposed Service Station, Frederick St, Biggenden



6 PAVEMENT IMPACT ASSESSMENT

Item 4 of Council's Information Request (Ref. DA230024, dated 19 May 2023) requests that a Pavement Impact Assessment be provided for the section of Frederick Street that will be utilised by heavy vehicles to access the proposed development.

6.1 EXISTING PAVEMENT

Frederick Street is classed as a 'Local Access Street' under the North Burnett Planning Scheme. As per Table 6.2 2-1 of Council's Design & Construction Standards for Development Works Policy, Local Access Streets are to be designed for traffic loadings of 6×10^4 equivalent standard axles (ESAs). A design life of 20 years is typical, meaning that the pavement is designed to accommodate annual ESAs of 3×10^3 . This is typical of local access streets which are ordinarily only expected to experience low heavy vehicle usage.

The existing pavement fronting the site is shown in Figure 6-1 below.



FIGURE 6-1: FREDERICK STREET FRONTAGE PAVEMENT

6.2 PROPOSED DEVELOPMENT PAVEMENT LOADINGS

The applicant has advised that the intended opening times for the proposed service station are 5am – 8pm, 7 days per week. They estimate that approximately 10 heavy vehicles will access the proposed service station per day.

As per Section 5.1, the forecast trip generation is equivalent to 26 vehicles accessing the site during peak hour. 10% of the daily traffic could be assumed to occur during each peak hour, which results in calculation of the number of development generated vehicles estimated to access the development on a daily basis to be 260 vpd.

Heavy vehicles make up approximately 20% of the total traffic passing the site.

It is difficult to forecast the number of heavy vehicles that will access the site. It is considered that most heavy vehicles affiliated with large transport companies are unlikely to access the service station, as they typically hold accounts with large national service station chains. Additionally, transport companies, large businesses and farms that operate heavy vehicles would often have refuelling facilities at their depot/base/farm. In light of this, it is estimated that 5% of the vehicles accessing the site would be heavy vehicles, equating to 13 heavy vehicles per day. This is slightly higher than the heavy vehicle traffic estimate provided by the applicant.

TMR's "Guide to Traffic Impact Assessment" notes a value of 3.2 ESAs per heavy vehicle (for roads other than the Bruce Highway).

Proposed Service Station, Frederick St, Biggenden



The proposed development is estimated to generate the below pavement loadings to Frederick Street.

- 41.6 ESA/day = 15,184 ESA/year

The above development generated pavement loadings exceed the ESA traffic loadings for a 'Local Access Street'.

6.3 PAVEMENT IMPACTS

The proposed development pavement loadings are in the order of 5 times higher than the design pavement loadings of a 'Local Access Street'.

Based on this it is considered that Council may require the impacted area of pavement along Frederick Street to be upgraded, to accommodate post development traffic loadings.

It is noted that the existing in-situ pavements, gravel depths and subgrade CBR values are not known. It is recommended that as part of future detailed design, an assessment of existing pavements be undertaken to confirm the following:

- Subgrade CBR values, existing pavement layers and depths;
- Assessment of existing pavement wearing course;
- Whether existing pavement depths and wearing course are adequate to accommodate development generated design traffic ESAs;

Subject to the outcome of the above assessment, a pavement upgrade may be required, the detailed design of which would be confirmed and assessed by Council as part of a future Operational Works application.

It is considered that the above recommendations may be conditioned by Council as part of a development approval for the proposed service station.

7 CONCLUSION

This report has provided an assessment of the transport and traffic impacts of the proposed development Frederick Street, Biggenden. Based on the findings of this report, the following summary points are noted.

- Development generated traffic volumes and distribution has been quantified and is discussed in Section 5 of this report. Overall, 'new' trips generated by the proposed development will be low and are unlikely to have a perceptible impact on the performance of the road network.
- Vehicle access is provided via two access points, from Caroline Street and Frederick Street.
- This arrangement allows for access via both frontages enabling light vehicles to circulate through the site in both directions. Trucks and service vehicles will be required to enter via the Frederick Street access. This allows for trucks to utilise a dedicated internal access to the proposed high flow diesel bowlers and exit via Caroline Street. Light vehicles can enter/exit via both of the proposed access points.
- An assessment against 'State Code 1: Development in a state-controlled road environment' has been undertaken. It is noted that a new access point is proposed to/from the State Controlled Road which will require TMR review and approval.
- The proposed development includes provision for 9 parking spaces, plus parking for up to 2 vehicles in the air/water bay. The provision for parking is considered to comply with the requirements of Council's Planning Scheme for a service station use type. The parking layout has been reviewed and generally complies with the relevant requirements specified in AS2890.1.
- The proposed development layout will allow for a free influx of traffic which will not adversely affect traffic or pedestrian flows within frontage roads. Allowance has been made for vehicles to queue at the fuel bowlers without impeding access to the parking spaces.

Proposed Service Station, Frederick St, Biggenden



- Allowance for access by service vehicles and large heavy vehicles has been considered. B-Doubles and articulated vehicles (i.e. fuel delivery vehicles) are able to manoeuvre through the site. The proposed development layout includes a loading bay for non-fuel deliveries, which can accommodate a HRV.
- The Subject Site can be accessed via a proposed pedestrian footpath from Frederick Street. Pedestrian access to the building entrance is provided, independent of the proposed driveways.
- An assessment of pavement impacts has been undertaken, concluding that the Frederick Street site frontage will be subject to development generated pavement loadings which exceed the design pavement loadings for a 'Local Access Street'.
- It is considered that Council may require the Frederick Street frontage pavement to be upgraded. It is recommended that the existing pavements are assessed and pavement upgrade requirements are to be confirmed during the detailed design stage.

The information and sketches included within this report have been prepared for inclusion in a development application. The information and drawings are conceptual only and may be subject to change during preparation of future detailed design.

Proposed Service Station, Frederick St, Biggenden



8 LIMITATIONS AND CLOSURE

This report has been prepared by Contour Consulting Engineers Pty Ltd, under the direction of a Registered Professional Engineer of Queensland. This report has been tailored to investigate issues in the context of the proposal and at the area of interest, as detailed herein.

The information contained in this report is not to be used outside of the subject area.

We consider that this report accurately reflects the conditions of the area of interest, at the time the study was undertaken. The results/recommendations/conclusions of this report are to be reviewed if the details of proposal change, or if conditions change, or if the amendment are made to built-infrastructure in the future,

This report is only to be used in full and may not be used to support objectives other than those set out herein, except where written approval, with comments, are provided by Contour Consulting Engineers Pty Ltd.

Contour Consulting Engineers Pty Ltd accepts no responsibility for the accuracy of information supplied to them by second and third parties.

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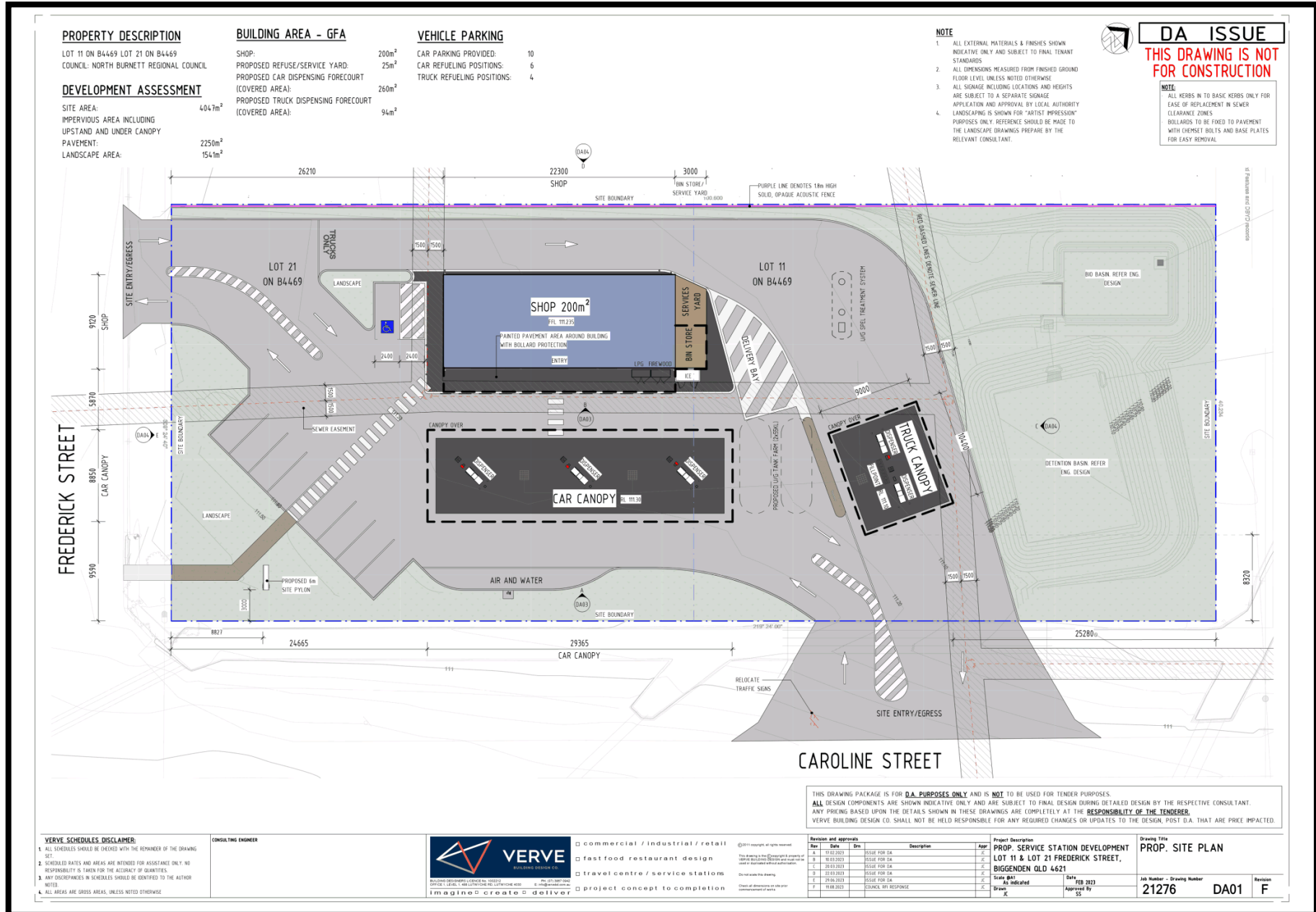
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Appendix A. Architectural Layout Plans





Appendix B. Pre-Lodgement Notes

Jeremy Piva

From: Jenny Sapuppo <Jenny.Sapuppo@dasilgp.qld.gov.au>
Sent: Monday, 7 February 2022 7:37 AM
To: Mick Sheppard; Chris Fulcher; Jeremy Piva; David@insitesjc.com.au; Lyn McLeod; Andrea K McPherson; Adam S Fryer
Subject: Meeting notes - 31 January 2022 - Proposed service station, Biggenden (2111-26100 SPL)

Follow Up Flag: Follow up
Flag Status: Flagged

[CAUTION]: This email originated from outside of the organisation. Do not act on instructions, click links or open attachments unless you recognise the sender and know the content is authentic and safe.

Good Morning All,

Thank you for your attendance and input at last week's meeting to discuss the proposed service station at Frederick and John Streets, Biggenden.

Below are the key points I took from the meeting:

- SARA's written pre-lodgement advice, dated 13 December 2021, states that access to Caroline Street is not supported because can be obtained via John and Frederick Streets. To clarify, this relates to requests for road access under section 62 of the *Transport Infrastructure Act 1994* (Transport Infrastructure Act), not Performance outcome (PO16) of State code 1 of the SDAP, as stated in the advice notice.
- Engineering considerations/constraints relating to the proposed development include:
 - a drain along John Street which would need to be taken into account in the design of any access on this street (noting there is a significant upstream catchment which enters the drain)
 - the narrow (5 metre) width of John Street.
- Council's main concerns are about impacts on residential amenity from any accesses on John and/or Frederick Streets and pavement impacts on these roads from use by commercial/heavy vehicles. Council's preference is for no traffic to be generated on these roads, however they acknowledge that impacts on residential amenity and the road pavement can be managed.
- DTMR noted there only a few residences situated in John and Frederick Streets, and with only minimal 'sweeping' movements needed down these streets for accessing the proposed service station, this is considered unlikely to impact significantly on residential amenity.
- A request for road access made under the Transport Infrastructure Act would consider the need to maintain the function of the state-controlled road. However, DTMR acknowledges the constraints in this area, particularly at the John Street end of the site, and is willing to consider an entry/exit on Frederick Street and a single entry/exit on Caroline Street. There would be no need to place restrictions on the movements to/from the direct access (for example to left-in/left-out only). All movements would be allowable.
- The access off Caroline Street would need to be located a sufficient distance from the intersections with John and Frederick Streets so as not to impact their safe operation. Access off Caroline Street may necessitate widening at the access to accommodate B-Doubles. However, DTMR do not anticipate that a service lane parallel to Caroline Street or dedicated turn lanes would be required.
- DTMR advised a traffic impact assessment would not be required to support a development application due to the low traffic volumes along Caroline Street and the traffic likely to be generated by the proposed use. A development application should be supported by swept paths, however a SIDRA analysis is not needed.
- SARA can provide further pre-lodgement advice if the applicant wishes to submit revised plans which take into account the key points raised in this meeting,

If you note any critical errors, accuracies or omissions that you wish to have amended, **please let me know by COB tomorrow, 8 February 2022**, and I will address these before saving as a finalised record.

Kind regards,



Jenny Sapuppo

Senior Planning Officer

Planning and Development Services

Department of State Development, Infrastructure,
Local Government and Planning

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*I acknowledge the traditional custodians of the lands and waters of Queensland.
I offer my respect to elders past, present and emerging as we work towards a just,
equitable and reconciled Australia.*



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Appendix C. Response to State Code 1

State code 1: Development in a state-controlled road environment

Table 1.2.1: Development in a state-controlled road environment

Performance outcomes	Acceptable outcomes	Response
Buildings and structures		
PO1 The location of buildings, structures, infrastructure, services and utilities does not create a safety hazard in a state-controlled road, or cause damage to, or obstruct road transport infrastructure.	AO1.1 Buildings, structures, infrastructure, services and utilities are not located in a state-controlled road. AND	Complies with AO1.1
	AO1.2 Buildings, structures, infrastructure, services and utilities can be maintained without requiring access to a state-controlled road.	Complies with AO1.2 – Infrastructure can be maintained from within the Subject Site.
PO2 The design and construction of buildings and structures does not create a safety hazard by distracting users of a state-controlled road.	AO2.1 Facades of buildings and structures facing a state-controlled road are made of non-reflective materials. OR	Not assessed as part of this report - To be considered as part of the building design
	AO2.2 Facades of buildings and structures do not reflect point light sources into the face of oncoming traffic on a state-controlled road. AND	Not assessed as part of this report - To be considered as part of the building design
	AO2.3 External lighting of buildings and structures is not directed into the face of oncoming traffic on a state-controlled road and does not involve flashing or laser lights. AND	Not assessed as part of this report - To be considered as part of the building design
	AO2.4 Advertising devices visible from a state-controlled road are located and designed in accordance with the Roadside Advertising Guide, 2 nd Edition, Department of Transport and Main Roads, 2017.	Not assessed as part of this report - To be considered as part of the building design

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 State code 1: Development in a state-controlled road environment

Performance outcomes	Acceptable outcomes	Response
<p>PO3 Road, pedestrian and bikeway bridges over a state-controlled road are designed and constructed to prevent projectiles from being thrown onto a state-controlled road.</p>	<p>AO3.1 Road, pedestrian and bikeway bridges over a state-controlled road include throw protection screens in accordance with section 4.9.3 of the Design Criteria for Bridges and Other Structures Manual, Department of Transport and Main Roads, 2018.</p>	<p>NA</p>
Filling, excavation and retaining structures		
<p>PO4 Filling and excavation does not interfere with, or result in damage to, infrastructure or services in a state-controlled road.</p> <p>Note: Information on the location of services and public utility plants in a state-controlled road can be obtained from the Dial Before You Dig service.</p> <p>Where development will impact on an existing or future service or public utility plant in a state-controlled road such that the service or public utility plant will need to be relocated, the alternative alignment must comply with the standards and design specifications of the relevant service or public utility provider, and any costs of relocation are to be borne by the developer.</p> <p>Refer to the SDAP Supporting Information: Filling, excavation and retaining structures in a state-controlled road environment, Department of Transport and Main Roads, 2017, for further guidance on how to comply with this performance outcome.</p>	<p>No acceptable outcome is prescribed.</p>	<p>Generally, filling and excavation will be confined to within the Subject Site and will not impact on the State Controlled Road.</p>
<p>PO5 Filling, excavation, building foundations and retaining structures do not undermine, or cause subsidence of, a state-controlled road.</p> <p>Note: To demonstrate compliance with this performance outcome, it is recommended an RPEQ certified geotechnical assessment, prepared in accordance with the Road Planning and Design Manual 2nd Edition: Volume 3, Department of Transport and Main Roads, 2016, is provided.</p> <p>Refer to the SDAP Supporting Information: Filling, excavation and retaining structures in a state-controlled road environment, Department of Transport and Main Roads, 2017, for further guidance on how to comply with this performance outcome and prepare a geotechnical assessment.</p>	<p>No acceptable outcome is prescribed.</p>	<p>It is considered that the proposed development can be constructed in compliance with this performance outcome.</p>
<p>PO6 Filling, excavation, building foundations and retaining structures do not cause ground water disturbance in a state-controlled road.</p>	<p>No acceptable outcome is prescribed.</p>	<p>It is considered that the proposed development can be constructed in compliance with this performance outcome.</p>

State Development Assessment Provisions – version 2.3
State code 1: Development in a state-controlled road environment

Performance outcomes	Acceptable outcomes	Response
<p>Note: To demonstrate compliance with this performance outcome, it is recommended an RPEQ certified geotechnical assessment, prepared in accordance with the Road Planning and Design manual 2nd Edition: Volume 3, Department of Transport and Main Roads, 2016, is provided.</p> <p>Refer to the SDAP Supporting Information: Filling, excavation and retaining structures in a state-controlled road environment, Department of Transport and Main Roads, 2017, for further guidance on how to comply with this performance outcome and prepare a geotechnical assessment.</p>		
<p>PO7 Excavation, boring, piling, blasting or fill compaction during construction of a development does not result in ground movement or vibration impacts that would cause damage or nuisance to a state-controlled road, road transport infrastructure or road works.</p> <p>Note: To demonstrate compliance with this performance outcome, it is recommended an RPEQ certified geotechnical assessment, prepared in accordance with Road Planning and Design Manual 2nd Edition: Volume 3, Department of Transport and Main Roads, 2016, is provided.</p> <p>Refer to the SDAP Supporting Information: Filling, excavation and retaining structures in a state-controlled road environment, Department of Transport and Main Roads, 2017, for further guidance on how to comply with this performance outcome and prepare a geotechnical assessment.</p>	<p>No acceptable outcome is prescribed.</p>	<p>It is considered that the proposed development can be constructed in compliance with this performance outcome.</p>
<p>PO8 Development involving the haulage of fill, extracted material or excavated spoil material exceeding 10,000 tonnes per year does not damage the pavement of a state-controlled road.</p> <p>Note: It is recommended a pavement impact assessment is provided.</p> <p>Refer to the SDAP Supporting Information: Filling, excavation and retaining structures in a state-controlled road environment, Department of Transport and Main Roads, 2017, and the Guide to Traffic Impact Assessment, Department of Transport and Main Roads, 2017, for further guidance on how to comply with this performance outcome and prepare a pavement impact assessment.</p>	<p>AO8.1 Fill, extracted material and spoil material is not transported to or from the development site on a state-controlled road.</p>	<p>NA</p>

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State code 1: Development in a state-controlled road environment

Performance outcomes	Acceptable outcomes	Response
<p>PO9 Filling and excavation associated with the construction of vehicular access to a development does not compromise the operation or capacity of existing drainage infrastructure for a state-controlled road.</p> <p>Note: Refer to the SDAP Supporting Information: Filling, excavation and retaining structures in a state-controlled road environment, Department of Transport and Main Roads, 2017, for further guidance on how to comply with this performance outcome.</p>	<p>No acceptable outcome is prescribed.</p>	<p>It is considered that the proposed development can be designed and constructed in compliance with this performance outcome. The Caroline Street crossover will need to maintain drainage channel flows and include culvert structure or similar. To be confirmed as part of detailed design.</p>
<p>PO10 Fill material used on a development site does not result in contamination of a state-controlled road.</p> <p>Note: Refer to the SDAP Supporting Information: Filling, excavation and retaining structures in a state-controlled road environment, Department of Transport and Main Roads, 2017, for further guidance on how to comply with this performance outcome.</p>	<p>AO10.1 Fill material is free of contaminants including acid sulfate content.</p> <p>Note: Soils and rocks should be tested in accordance with AS 1289.0 – Methods of testing soils for engineering purposes and AS 4133.0-2005 – Methods of testing rocks for engineering purposes.</p> <p>AND</p>	<p>It is considered that the proposed development will comply with AO10.1.</p>
	<p>AO10.2 Compaction of fill is carried out in accordance with the requirements of AS 1289.0 2000 – Methods of testing soils for engineering purposes.</p>	<p>It is considered that the proposed development will comply with AO10.2.</p>
<p>PO11 Filling and excavation does not cause wind-blown dust nuisance in a state-controlled road.</p> <p>Note: Refer to the SDAP Supporting Information: Filling, excavation and retaining structures in a state-controlled road environment, Department of Transport and Main Roads, 2017, for further guidance on how to comply with this performance outcome.</p>	<p>AO11.1 Compaction of fill is carried out in accordance with the requirements of AS 1289.0 2000 – Methods of testing soils for engineering purposes.</p> <p>AND</p>	<p>It is considered that the proposed development will comply with AO11.1.</p>
	<p>AO11.2 Dust suppression measures are used during filling and excavation activities such as wind breaks or barriers and dampening of ground surfaces.</p>	<p>It is considered that the proposed development will comply with AO11.2.</p>
<p>Stormwater and drainage</p>		
<p>PO12 Development does not result in an actionable nuisance, or worsening of, stormwater, flooding or drainage impacts in a state-controlled road.</p> <p>Note: Refer to the SDAP Supporting Information: Stormwater and drainage in a state-controlled road environment, Department of</p>	<p>No acceptable outcome is prescribed.</p>	<p>For stormwater management details, refer to the Engineering Report, prepared by Contour Consulting Engineers, Ref: 3020-ENG01(A)</p>

State Development Assessment Provisions – version 2.3
State code 1: Development in a state-controlled road environment

Performance outcomes	Acceptable outcomes	Response
Transport and Main Roads, 2017, for further guidance on how to comply with this performance outcome.		
<p>PO13 Run-off from the development site is not unlawfully discharged to a state-controlled road.</p> <p>Note: Refer to the SDAP Supporting Information: Stormwater and drainage in a state-controlled road environment, Department of Transport and Main Roads, 2017, for further guidance on how to comply with this performance outcome.</p>	<p>AO13.1 Development does not create any new points of discharge to a state-controlled road.</p> <p>AND</p>	<p>For stormwater management details, refer to the Engineering Report, prepared by Contour Consulting Engineers, Ref: 3020-ENG01(A)</p>
	<p>AO13.2 Stormwater run-off is discharged to a lawful point of discharge.</p> <p>Note: Section 3.9 of the Queensland Urban Drainage Manual, Institute of Public Works Engineering Australasia (Queensland Division) Fourth Edition, 2016, provides further information on lawful points of discharge.</p> <p>AND</p>	<p>For stormwater management details, refer to the Engineering Report, prepared by Contour Consulting Engineers, Ref: 3020-ENG01(A)</p>
	<p>AO13.3 Development does not worsen the condition of an existing lawful point of discharge to the state-controlled road.</p>	<p>For stormwater management details, refer to the Engineering Report, prepared by Contour Consulting Engineers, Ref: 3020-ENG01(A)</p>
<p>PO14 Run-off from the development site during construction does not cause siltation of stormwater infrastructure affecting a state-controlled road.</p> <p>Note: Refer to the SDAP Supporting Information: Stormwater and drainage in a state-controlled road environment, Department of Transport and Main Roads, 2017, for further guidance on how to comply with this performance outcome.</p>	<p>AO14.1 Run-off from the development site during construction is not discharged to stormwater infrastructure for a state-controlled road.</p>	<p>For stormwater management details, refer to the Engineering Report, prepared by Contour Consulting Engineers, Ref: 3020-ENG01(A)</p>
<p>Vehicular access to a state-controlled road</p>		
<p>PO15 Vehicular access to a state-controlled road that is a limited access road is consistent with government policy for the management of limited access roads.</p> <p>Note: Refer to the SDAP Supporting Information: Vehicular access to a state-controlled road, Department of Transport and</p>	<p>AO15.1 Development does not require new or changed access to a limited access road.</p> <p>Note: Limited access roads are declared by the transport chief executive under section 54 of the <i>Transport Infrastructure Act 1994</i> and are identified in the DA mapping system.</p> <p>OR</p>	<p>The development proposes new access points to and from the State Controlled Road as detailed in development layout plans. Proposed access locations will need to be reviewed and assessed by TMR.</p>

State Development Assessment Provisions – version 2.3
State code 1: Development in a state-controlled road environment

Performance outcomes	Acceptable outcomes	Response
<p>Main Roads, 2017, for further guidance on how to comply with this performance outcome.</p>	<p>AO15.2 A new or changed access to a limited access road is consistent with the limited access policy for the state-controlled road.</p> <p>Note: Limited access policies for limited access roads declared under the <i>Transport Infrastructure Act 1994</i> can be obtained by contacting the relevant Department of Transport and Main Roads regional office.</p> <p>AND</p>	<p>The development proposes new access points to and from the State Controlled Road as detailed in development layout plans. Proposed access locations will need to be reviewed and assessed by TMR.</p>
	<p>AO15.3 Where a new or changed access is for a service centre, access is consistent with the Service centre policy, Department of Transport and Main Roads, 2013 and the Access policy for roadside service centre facilities on limited access roads, Department of Transport and Main Roads, 2013, and the Service centre strategy for the state-controlled road.</p> <p>Note: The Service centre policy, Department of Transport and Main Roads, 2013, Access policy for roadside service centre facilities, Department of Transport and Main Roads, 2013 and the relevant Service centre strategy for a state-controlled road can be accessed by contacting the relevant Department of Transport and Main Roads regional office.</p>	<p>The development proposes new access points to and from the State Controlled Road as detailed in development layout plans. Proposed access locations will need to be reviewed and assessed by TMR.</p>
<p>PO16 The location and design of vehicular access to a state-controlled road (including access to a limited access road) does not create a safety hazard for users of a state-controlled road or result in a worsening of operating conditions on a state-controlled road.</p> <p>Note: Where a new or changed access between the premises and a state-controlled road is proposed, the Department of Transport and Main Roads will need to assess the proposal to</p>	<p>AO16.1 Vehicular access is provided from a local road.</p>	<p>A single access is proposed from the local road (Frederick Street)</p>
	<p>OR all of the following acceptable outcomes apply:</p> <p>AO16.2 Vehicular access for the development is consistent with the function and design of the state-controlled road.</p> <p>AND</p>	<p>The development proposes new access points to and from the State Controlled Road as detailed in development layout plans. Proposed access locations will need to be reviewed and assessed by TMR.</p>

State Development Assessment Provisions – version 2.3
State code 1: Development in a state-controlled road environment

Performance outcomes	Acceptable outcomes	Response
<p>determine if the vehicular access for the development is safe. An assessment can be made by Department of Transport and Main Roads as part of the development assessment process and a decision under section 62 of <i>Transport Infrastructure Act 1994</i> issued.</p> <p>Refer to the SDAP Supporting Information: Vehicular access to a state-controlled road, Department of Transport and Main Roads, 2017, for further guidance on how to comply with this performance outcome.</p>	<p>AO16.3 Development does not require new or changed access between the premises and the state-controlled road.</p> <p>Note: A decision under section 62 of the <i>Transport Infrastructure Act 1994</i> outlines the approved conditions for use of an existing vehicular access to a state-controlled road. Current section 62 decisions can be obtained from the relevant Department of Transport and Main Roads regional office.</p> <p>AND</p>	<p>The development proposes new access points to and from the State Controlled Road as detailed in development layout plans. Proposed access locations will need to be reviewed and assessed by TMR.</p>
	<p>AO16.4 Use of any existing vehicular access to the development is consistent with a decision under section 62 of the <i>Transport Infrastructure Act 1994</i>.</p> <p>Note: The development which is the subject of the application must be of an equivalent use and intensity for which the section 62 approval was issued and the section 62 approval must have been granted no more than 5 years prior to the lodgement of the application.</p> <p>AND</p>	<p>The development proposes new access points to and from the State Controlled Road as detailed in development layout plans. Proposed access locations will need to be reviewed and assessed by TMR.</p>
	<p>AO16.5 On-site vehicle circulation is designed to give priority to entering vehicles at all times so vehicles do not queue in a road intersection or on the state-controlled road.</p>	<p>Complies with AO16.5</p> <p>Parking spaces are not located near the entry point, and the layout will allow for a free influx of traffic which will not adversely affect traffic or pedestrian flows</p>
<p>Vehicular access to local roads within 100 metres of an intersection with a state-controlled road</p>		
<p>PO17 The location and design of vehicular access to a local road within 100 metres of an intersection with a state-controlled road does not create a safety hazard for users of a state-controlled road.</p> <p>Note: Refer to the SDAP Supporting Information: Vehicular access to a state-controlled road, Department of Transport and Main Roads, 2017, for further guidance on how to comply with this performance outcome.</p>	<p>AO17.1 Vehicular access is located as far as possible from the state-controlled road intersection.</p> <p>AND</p>	<p>NA</p>
	<p>AO17.2 Vehicular access is in accordance with parts, 3, 4 and 4A of the Road Planning and Design Manual, 2nd Edition: Volume 3, Department of Transport and Main Roads, 2016.</p> <p>AND</p>	<p>NA</p>

State Development Assessment Provisions – version 2.3
State code 1: Development in a state-controlled road environment

Performance outcomes	Acceptable outcomes	Response
	AO17.3 On-site vehicle circulation is designed to give priority to entering vehicles at all times so vehicles do not queue in the intersection or on the state-controlled road.	NA
Public passenger transport infrastructure on state-controlled roads		
<p>PO18 Development does not damage or interfere with public passenger transport infrastructure, public passenger services or pedestrian or cycle access to public passenger transport infrastructure and public passenger services.</p> <p>Note: Refer to the SDAP Supporting Information: Vehicular access to a state-controlled road, Department of Transport and Main Roads, 2017, for further guidance on how to comply with this performance outcome.</p>	<p>AO18.1 Vehicular access and associated road access works are not located within 5 metres of existing public passenger transport infrastructure.</p> <p>AND</p>	Complies with AO18.1
	<p>AO18.2 Development does not necessitate the relocation of existing public passenger transport infrastructure.</p> <p>AND</p>	Complies with AO18.2
	<p>AO18.3 On-site vehicle circulation is designed to give priority to entering vehicles at all times so vehicles using a vehicular access do not obstruct public passenger transport infrastructure and public passenger services or obstruct pedestrian or cycle access to public passenger transport infrastructure and public passenger services.</p> <p>AND</p>	Complies with AO18.3
	<p>AO18.4 The normal operation of public passenger transport infrastructure or public passenger services is not interrupted during construction of the development.</p>	Complies with AO18.4
Planned upgrades		

Performance outcomes	Acceptable outcomes	Response
<p>PO19 Development does not impede delivery of planned upgrades of state-controlled roads.</p>	<p>AO19.1 Development is not located on land identified by the Department of Transport and Main Roads as land required for the planned upgrade of a state-controlled road.</p> <p>Note: Land required for the planned upgrade of a state-controlled road is identified in the DA mapping system.</p> <p>OR</p>	<p>NA - We have not identified the Subject Site or nearby land as being required for planned upgrades of the State Controlled Road.</p>
	<p>AO19.2 Development is sited and designed so that permanent buildings, structures, infrastructure, services or utilities are not located on land identified by the Department of Transport and Main Roads as land required for the planned upgrade of a state-controlled road.</p>	<p>NA - We have not identified the Subject Site or nearby land as being required for planned upgrades of the State Controlled Road.</p>
	<p>OR all of the following acceptable outcomes apply:</p> <p>AO19.3 Structures and infrastructure located on land identified by the Department of Transport and Main Roads as land required for the planned upgrade of a state-controlled road are able to be readily relocated or removed without materially affecting the viability or functionality of the development.</p> <p>AND</p>	<p>NA - We have not identified the Subject Site or nearby land as being required for planned upgrades of the State Controlled Road.</p>
	<p>AO19.4 Vehicular access for the development is consistent with the function and design of the planned upgrade of the state-controlled road.</p> <p>AND</p>	<p>NA - We have not identified the Subject Site or nearby land as being required for planned upgrades of the State Controlled Road.</p>
	<p>AO19.5 Development does not involve filling and excavation of, or material changes to, land required for a planned upgrade to a state-controlled road.</p> <p>AND</p>	<p>NA - We have not identified the Subject Site or nearby land as being required for planned upgrades of the State Controlled Road.</p>
	<p>AO19.6 Land is able to be reinstated to the pre-development condition at the completion of the use.</p>	<p>NA</p>

State Development Assessment Provisions – version 2.3
State code 1: Development in a state-controlled road environment

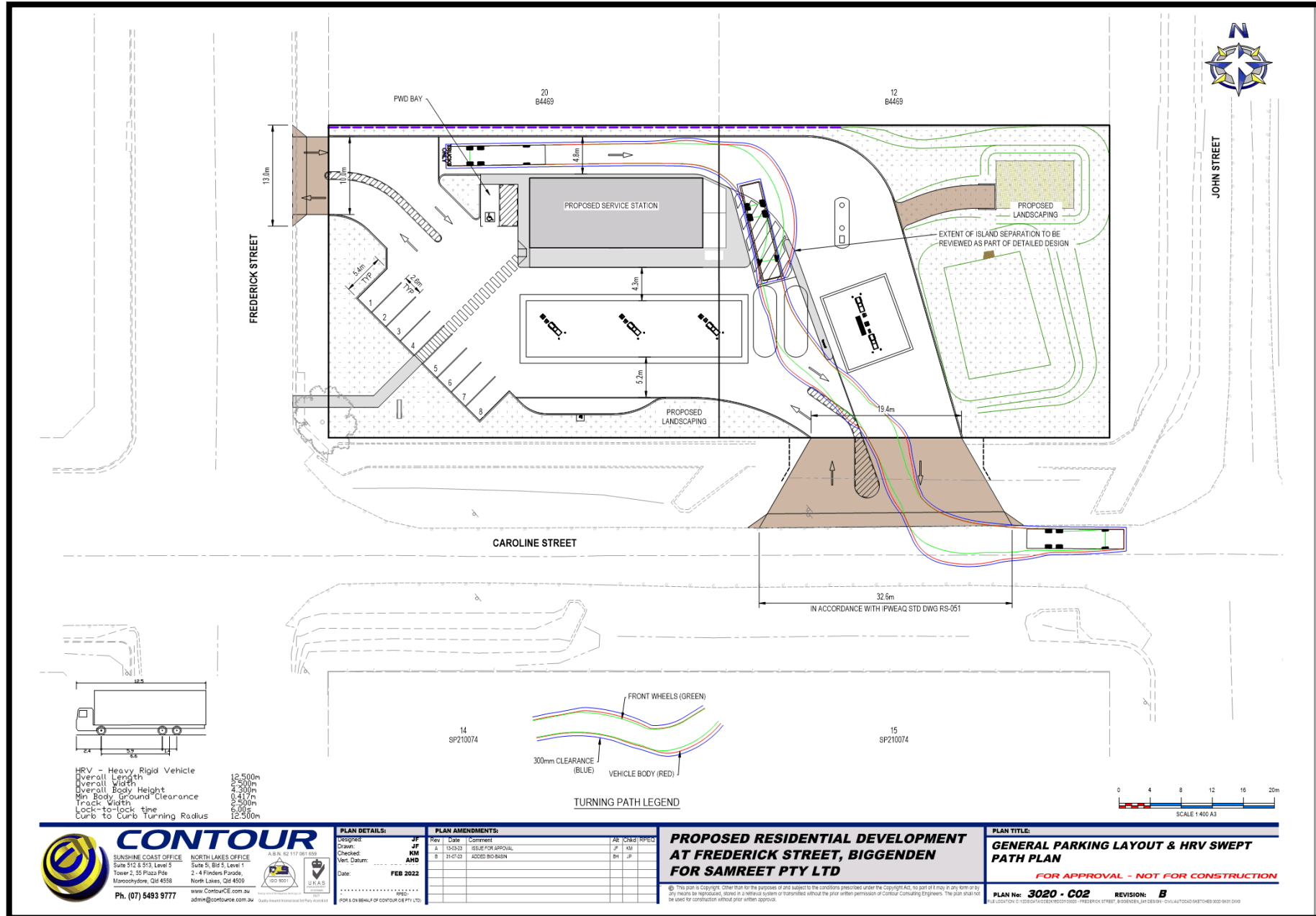
Performance outcomes	Acceptable outcomes	Response
Network impacts		
<p>PO20 Development does not result in a worsening of operating conditions on the state-controlled road network.</p> <p>Note: To demonstrate compliance with this performance outcome, it is recommended that an RPEQ certified traffic impact assessment is provided. Please refer to the Guide to Traffic Impact Assessment, Department of Transport and Main Roads, 2017, for further guidance on how to comply with this performance outcome.</p>	No acceptable outcome is prescribed.	It is considered that development generated 'new' trips will be low and are unlikely to have a perceptible impact on the performance of the road network. Refer Section 5 of the Traffic Impact Assessment, prepared by Contour Consulting Engineers, for further details.
<p>PO21 Development does not impose traffic loadings on a state-controlled road which could be accommodated on the local road network.</p>	<p>AO21.1 The layout and design of the development directs traffic generated by the development to the local road network.</p>	Traffic loadings generated by the proposed development are minor. Refer Section 5 of the Traffic Impact Assessment, prepared by Contour Consulting Engineers, for further details.
<p>PO22 Upgrade works on, or associated with, a state-controlled road are built in accordance with Queensland road design standards.</p>	<p>AO22.1 Upgrade works required as a result of the development are designed and constructed in accordance with the <i>Road Planning and Design Manual</i>, 2nd edition, Department of Transport and Main Roads, 2016.</p> <p>Note: Road works in a state-controlled road require approval under section 33 of the <i>Transport Infrastructure Act 1994</i> before the works commence.</p>	NA – No upgrade works to the State Controlled Road are proposed.

Table 1.2.2: Environmental emissions

Statutory note: Where a **state-controlled road** is co-located in the same transport corridor as a railway, the development should instead comply with table 2.2.2: Environmental emissions in State code 2: Development in a railway environment.



Appendix D. Engineering Layout and Swept Path Plans



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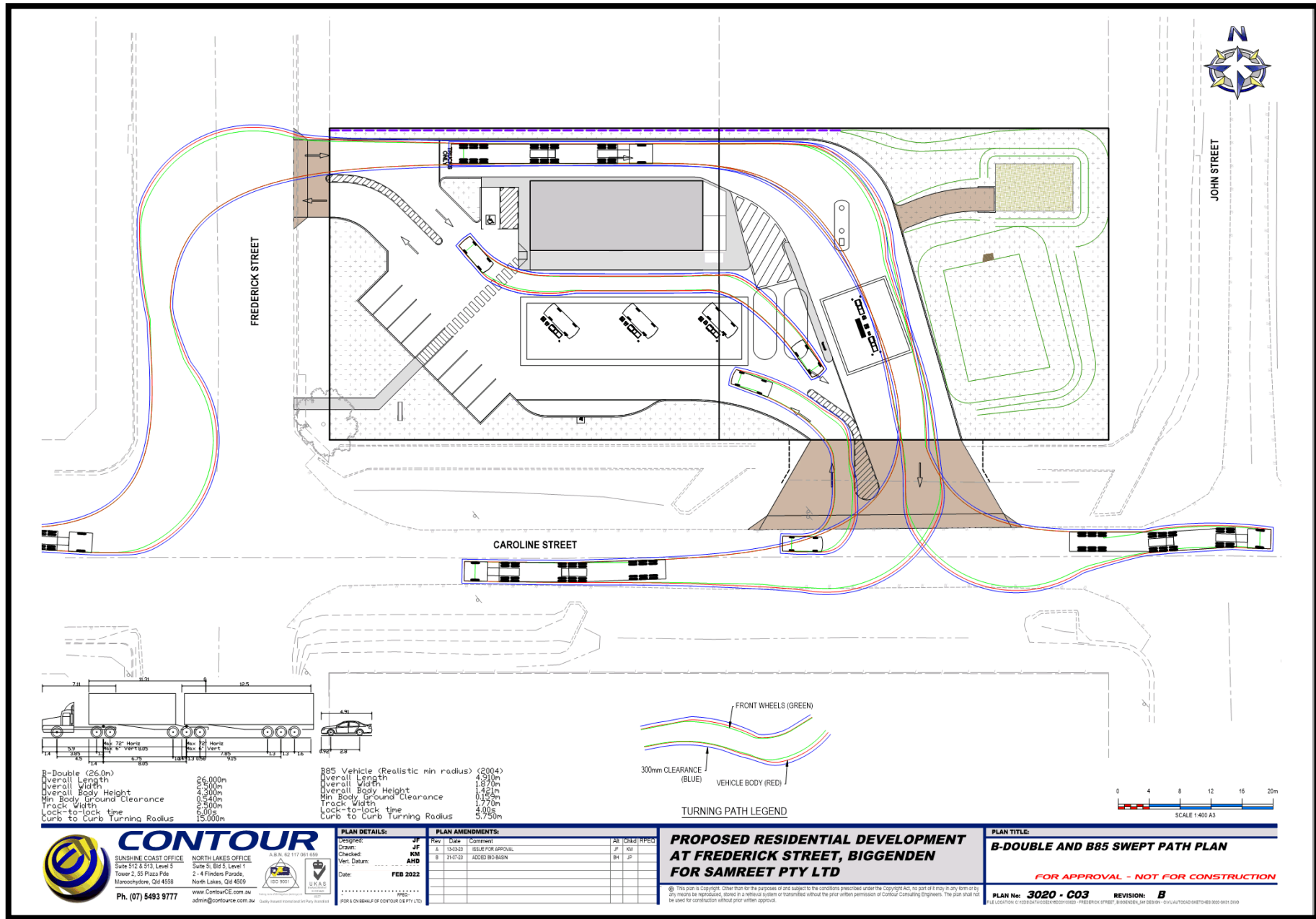
PLAN DETAILS:		PLAN AMENDMENTS:	
Designed: JF	Rev: 1	Date: 15/03/22	Comment: ISSUE FOR APPROVAL
Drawn: JF	Rev: 2	Date: 21/07/23	Comment: ACCOES 80-94/2M
Checked: KM			
Vert. Datum: AHD			
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PLAN No: 3020 - C02 **REVISION: B**



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FOR APPROVAL - NOT FOR CONSTRUCTION

PLAN No: **3020 - C03** REVISION: **B**
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Appendix E. TMR Open Source Traffic Data



Noise Impact Assessment

Proposed Service Station

Lots 11 & 21 Frederick Street in Biggenden

Samreet Pty Ltd
C/-Project Urban

Project No.: ATP220123

Project Name: Lots 11 & 21 on B4469, Frederick Street, Biggenden, QLD

Document No.: ATP220123-R-NIA-01

April 2023



Document Control Record

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Date:	20 April 2023	Date:	20 April 2023

REVISION STATUS

Revision No.	Description of Revision	Date	Approved
0	Issue 1	20 April 2023	S. Temelkoski

Recipients are responsible for eliminating all superseded documents in their possession.

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Client: Samreet Pty Ltd
Doc No.: ATP220123-R-NIA-01
Doc Title: Noise Impact Assessment

Page ii



Executive Summary

ATP Consulting Engineers (ATP) was engaged to carry out noise impact assessment in support of a Material Change of Use (MCU) application for the proposed service station at Lots 11 & 21 on B4469, Frederick Street in Biggenden.

The purpose of this report is to assess potential noise impacts from the activities at the development on the nearest noise sensitive places.

The assessment is carried out in accordance *Environmental Protection (Noise) Policy 2019* and *Australian Standard 1055:2018 – Acoustics: Description and Measurement of Environmental Noise* (AS1055:2018).

Detailed noise propagation modelling was carried out considering all potential noise emissions associated with daytime, evening and night-time operation of the proposed service station at Lots 11 & 21 on B4469, Frederick Street in Biggenden, to determine the potential noise impact on the nearest noise sensitive places.

Noise emissions from the proposed development were calculated considering all proposed activities at the site including:

- Vehicles movements in the forecourt and parking areas;
- Trucks movements on the internal driveways;
- Mechanical equipment including fuel pumps, air compressors, ice box condensers and air conditioning / refrigeration condensers; and
- Fuel tanker trucks, delivery trucks and waste collection.

The results of the operational noise assessment indicate that the noise emissions from the activities at the proposed development, will comply with the relevant noise criteria at the nearest noise sensitive receptors, provided noise mitigation measures are employed.

The following noise mitigation measures are recommended to protect the noise amenity at the nearest noise sensitive places:

- Fuel deliveries can take place during the hours of operation of the proposed service station, which are 5am to 8pm.
- Shop deliveries to the designated delivery bay must be limited to daytime and evening only (7am – 8pm).
- Waste collection must be limited to daytime and evening only (7am – 8pm).
- A 1.8m high acoustic barrier (noise barrier fence) must be constructed along the north-western boundary of the service station with Lots 12 and 20 on B4469.



- The alignment of the recommended 1.8m high noise barrier fence is presented in Figure 5.1 of this report.
- The acoustic barrier must be constructed so that the RL of the top of the acoustic barrier is minimum 1.8m above the RL of the internal trucks-only driveway.
- The acoustic fence must be constructed as follows:
 - Must be free of any gaps on the surface and at the base (except for drainage).
 - Must be constructed of a material with minimum surface density of 12.5kg/m², such as overlapped timber palings with minimum thickness of 20mm, concrete blockwork, brick, autoclaved aerated concrete, or minimum 9mm thick compressed fibre cement sheeting.
 - Must be of a durable construction.
- Typical construction of a timber acoustic barrier (noise barrier fence) is illustrated in Figure 5.2 of this report.

At this stage of the project, the specification of the mechanical equipment is not yet finalised. The following general recommendations should be considered for the design and installation of the mechanical equipment.

- Select equipment with low sound power levels;
- Locate equipment as far away from noise sensitive areas as possible;
- The mechanical services must be isolated from the building structure using appropriate vibration isolation mounts to mitigate structure borne noise.
- Construct solid acoustic screens or enclosures around equipment to screen it from noise sensitive areas; and
- Where equipment has directional noise characteristics, point equipment away from noise sensitive areas.

With the recommended noise mitigation measures in place, the results of noise propagation modelling, considering daytime, evening and night-time operation of the service station indicate compliance with the noise criteria at the nearest noise sensitive places.

Provided the recommended noise mitigation measures are implemented as specified in this report, there are no further acoustic constraints on the establishment of the proposed service station at Lots 11 & 21 on B4469, Frederick Street in Biggenden.



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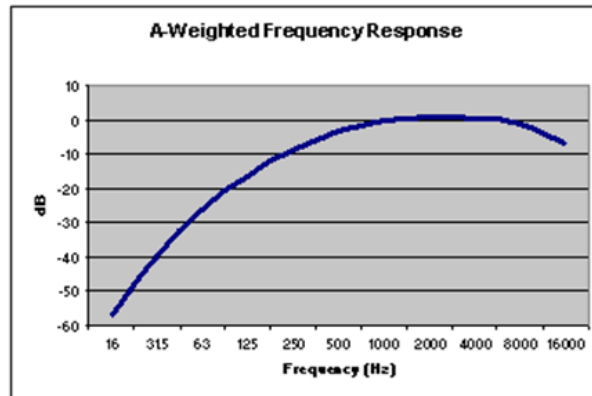
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- Appendix C – Meteorological Data
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- Appendix F – SoundPLAN Noise Contour Maps



Acoustics Glossary

A-weighting The A-weighting filter suppresses low frequency sounds and some of the higher frequency sounds to which the human ear is less sensitive. It is a correction to sound pressure levels to mimic the response of the human ear at low sound pressure levels. The A-weighted sound pressure level correlates well with the perceived loudness at low sound levels. The A-weighted sound pressure level is used extensively for general purpose noise measurements.



- Broadband sound** Sound distributed across the whole audible frequency range.
- dB(A)** The A-weighted sound pressure level.
- Fast time-weighting** The Fast ("F") time-weighting is defined in AS 1259.1-1990. Instruments with F time weighting use a time constant of 125 milliseconds in their exponential averaging circuit.
- Hz (Hertz)** Hertz is the standard measure of the frequency of oscillations in a wave motion. The frequency is most often measured in cycles per second (cps) or Hertz (Hz). Frequency of 1 Hz is one cycle per second.
- Impulsive noise and impulsiveness adjustment** Noise having a high peak of short duration or a sequence of such peaks. Impulsive noise is present if the difference in A-weighted maximum noise levels between fast response and impulse response is greater than 2dB. Impulsiveness adjustment (penalty) of up to 5dB should be applied to the component noise level.
- $L_{Aeq,T}$** "Average-energy" sound level used in situations where sound varies over time. $L_{Aeq,T}$ is the A-weighted sound pressure level that has the same energy as the fluctuating sound over the time period T sec.
- $L_{A01,T}$** Measure of the maximum sound level. $L_{A01,T}$ is a statistical parameter that is the A-weighted sound pressure level that is exceeded for 1% of the measurement time T.
- $L_{A10,T}$** $L_{A10,T}$ is a statistical parameter that is the A-weighted sound pressure level that is exceeded for 10% of the measurement time T.
- $L_{A90,T}$** Background sound level. $L_{A90,T}$ is a statistical parameter that is the A-weighted sound pressure level that is exceeded for 90% of the measurement time T.
- Noise** Unwanted sound.



Octave bands and 1/3 octave bands	<p>A range of frequencies whose upper frequency limit is twice that of its lower frequency limit. In acoustics, the audible spectrum (20Hz to 20kHz) is divided into 10 parts (octaves) with centre frequencies of 31.5Hz, 63Hz, 125Hz, 250Hz, 500Hz, 1kHz, 2kHz, 4kHz, 8kHz and 16kHz.</p> <p>For more detailed frequency analysis, octave bands are further divided into more discrete bands. For examples, 1/3 octaves bands are is where each octave band is divided into three parts.</p> <p>IEC 61260:1995, <i>Electroacoustics — Octave-band and fractional-octave band filters</i></p>
Sound power	<p>The sound energy radiated per unit time by a sound source in all directions, measured in Watts (W).</p>
Sound Power Level, L_w (SWL)	<p>The sound power level in decibels (dB) is 10 times the base 10 logarithm of the ratio of the sound power in W to the reference sound power of 1×10^{-12} W (hearing threshold).</p>
Sound pressure	<p>The difference between the pressure caused by a sound wave and the ambient pressure of the medium the sound wave is passing through. Measured in Pascals (Pa).</p>
Sound Pressure Level, L_p (SPL)	<p>The sound power level in decibels (dB) is 20 times the base 10 logarithm of the ratio of the sound pressure in Pa to the reference sound pressure of 2×10^{-5} Pa (hearing threshold).</p>
Tonal noise, tonality and tonality adjustment	<p>Tonal noise is characterised by one or more distinct frequency components (“tones”) that emerge audibly from the total sound. For example, distinct tones may be emitted by fans, saws, grinders and other equipment. Tonal noise is generally far more annoying than non-tonal noise. Presence of tonal sound (“tonality”) can be identified by analysing the sound levels in adjacent 1/3 octave bands.</p> <p>AS1055.1-1997 and the DEHP Noise Measurement Manual 2013 provides guidance on how tonality should be assessed. If tonal components are clearly audible and they can be detected by 1/3 octave analysis (1/3 octave band exceeds neighbouring bands by at least 5dB), tonality adjustment (penalty) of up to 5dB should be applied to the component noise level.</p>
Weighted Sound Reduction Index (R_w)	<p>A single-number quantity which characterises the airborne sound insulation of a material or building element over a range of frequencies.</p>



1. Introduction

1.1 Project background

ATP Consulting Engineers (ATP) was engaged to carry out noise impact assessment in support of a Material Change of Use (MCU) application for the proposed service station at Lots 11 & 21 on B4469, Frederick Street in Biggenden.

The purpose of this report is to assess potential noise impacts from the activities at the development on the nearest noise sensitive places.

The assessment is carried out in accordance *Environmental Protection (Noise) Policy 2019* and *Australian Standard 1055:2018 – Acoustics: Description and Measurement of Environmental Noise* (AS1055:2018).

1.2 Study objectives

Study objectives are as follows:

- Site inspection and background noise measurements at a representative noise sensitive receptors to determine the background noise levels as per the requirements of AS1055:2018.
- Establishment of noise criteria as per Environmental Protection (Noise) Policy 2019 considering the background noise levels recorded.
- Development of a 3D noise propagation model considering the noise sources associated with operation of the proposed service station and the noise sensitive land uses (i.e. residential areas) in the vicinity of the development.
- Noise propagation modelling to determine the noise levels at the nearest noise sensitive land uses due to the operational noise emissions from the proposed service station and assessment of the noise levels against the relevant noise criteria.
- Recommendations for noise control measures to protect the noise amenity at the nearest noise sensitive land uses.

1.3 Subject site

The location of the proposed development is described as Lots 11 & 21 on B4469, Frederick Street in Biggenden within North Burnett Regional Council (NBRC) local government area. The overall development land area of the proposed service station is 4,046m².

The location of the land subject of the development application for establishment of a service station is presented in Figure 1.1.



Figure 1.1 Site location and proposed service station site

1.4 Description of proposed development

The service station is orientated towards the frontage of Caroline Street with two fuel dispenser canopies. The car canopy, with a total area of 260m², provides three (3) two - sided fuel dispensers allowing for two (2) vehicle fill points per dispenser. This canopy can accommodate a maximum of 6 light-vehicles (cars and SUV's).

The truck canopy, with a total area of 94m² has two (2) truck fuelling bays with a total simultaneous fuelling capacity of four (4) trucks.

The service station will also make provision for an air/water supply point.

The proposed service station includes seven (10) car parking bays with one (1) parking bay for people with a disability. A delivery/refuse collection bay is provided also provided.

Vehicular access to the site will be provided via two entry/egress points on Caroline Street and Frederick Road, respectively.

The proposed hours of operation are between 5:00am to 8:00pm, Monday to Sunday.

The development layout of the proposed service station is presented in Appendix A.



1.5 Zoning

Under the *North Burnett Regional Planning Scheme*, the subject site is located in General residential zone. The land surrounding the proposed site is also zoned as General residential.

Zoning map from the *North Burnett Regional Planning Scheme* online mapping system is presented in Figure 1.2.



Figure 1.2 Zoning map – North Burnett Regional Planning Scheme



1.6 Nearest noise sensitive places

The nearest noise sensitive land uses are presented in Figure 1.3.



Figure 1.3 Nearest noise sensitive places

A description of the nearest noise sensitive land uses is presented in Table 1.1.

Table 1.1 Nearest noise sensitive land uses

Noise sensitive land use	Existing use
10 Caroline Street	Educational institution
12 John Street	Residential dwelling
17 John Street	Residential dwelling
20 John Street	Residential dwelling
22 Frederick Street	Residential dwelling
23A Frederick Street	Residential dwelling
24 Frederick Street	Residential dwelling
24A Frederick Street	Residential dwelling
25 Frederick Street	Residential dwelling



Existing Noise Amenity

2.1 Site-specific noise measurements

Noise monitoring was carried out near the subject site using an automated noise logger to obtain information about the existing background noise levels during day, evening and night-time.

The noise measurement methodology is summarised in Table 2.1.

Table 2.1 Noise measurements

Relevant legislation, standards and guidelines	The noise measurements were carried out in accordance with: <ul style="list-style-type: none"> Australian Standard AS 1055:1997 (<i>Acoustics – Description and measurement of environmental noise</i>).
Measurement location	The noise monitoring was carried out at the boundary between the neighbourly lots, Lot 12, and Lot 20 on B4469, as presented in Figure 2.1. Photos showing the noise monitoring location are presented in Appendix B.
Measurement period	Continuous noise monitoring was carried out 24 hours a day from 12 to 19 March 2022.
Measurement equipment	The following sound measurement equipment has been used: <ul style="list-style-type: none"> Noise logger – ARL Ngara environmental noise logger (serial no. 15-203-537). Calibration – RION NC-74 Sound Level Calibrator. The noise measurement instruments conform to Australian Standard AS IEC61672.1-2004. Calibration was performed during set up and download of the data from the noise logger. The calibration drift was <0.1 dB(A).
Meteorological conditions	The meteorological conditions during the monitoring period have been mostly fine. Weather data for the monitoring period is presented in Appendix C.
Analysis of data	The noise measurement data was analysed to determine the following noise descriptor: <ul style="list-style-type: none"> $L_{A90,T}$: Background noise level during daytime (7am to 6pm), evening (6pm to 10pm) and nighttime (10pm to 7am). The L_{A90} noise levels are used to determine the background creep criteria as per Section 3.2 of this report.



Figure 0.1 Noise monitoring location

2.2 Noise monitoring results

The results of the background noise monitoring undertaken from 12 to 19 March 2022 are presented in Table 2.2 and in Appendix D.

Table 2.2 Measured background noise levels

Date	Background noise levels L ₉₀ dB(A)		
	L _{90,11hr} day (7am–6pm)	L _{90,4hr} evening (6pm–10pm)	L _{90,9hr} night (10pm–7am)
12 March 2022 (Sat)	—	42	37
13 March 2022 (Sat)	43	42	37
14 March 2022 (Sat)	42	40	36
15 March 2022 (Sat)	43	43	39
16 March 2022 (Sat)	41	41	34
17 March 2022 (Sat)	42	42	38
18 March 2022 (Sat)	42	43	36
19 March 2022 (Sat)	42	40	32
Arithmetic Average	42	42	36



3. Noise Criteria

3.1 North Burnett Regional Planning Scheme (2014)

Under the *North Burnett Regional Planning Scheme (2014), Amendments incorporated to 17 August 2020*, the proposed service station (commercial / low impact industry) development can be established subject to effective management of the noise impacts.

The assessable development performance and acceptable outcomes in accordance with the *General residential* zone code under the NBRC planning scheme are presented in Table 3.1.

Table 3.1 Performance outcomes (PO) and Acceptable outcomes (AO)

<p>PO11</p> <p>The use does not create or worsen a conflict between land uses and incorporates buffering, screening, noise barriers or other effective methods to mitigate potential adverse effects.</p>	<p>no acceptable outcome identified</p>
<p>PO12</p> <p>Residential and other uses in which occupants are likely to be sensitive to high levels of dust, light, noise, odours, vibrations and other potential environmental contaminants do not locate close to</p> <ul style="list-style-type: none"> a) industrial, rural or other uses likely to create a conflict between land uses; or b) State-controlled road, or significant local government road. 	<p>AO12.1</p> <p>If involving development that increases the number of people who live, work or congregate on the premises no buildings or structures locate within 250 metres of a solid waste management facility or sewerage treatment plant.</p>

The NBRC planning scheme does not specify environmental noise limits when assessing potential noise impacts from commercial and industrial uses. As such, the noise limits stated in the *Environmental Protection (Noise) Policy 2019* were considered for the proposed development.

3.2 Environmental Protection (Noise) Policy 2019

3.2.1 Acoustic Quality Objectives

The *Environmental Protection (Noise) Policy 2019* identifies environmental values for the acoustic environment and sets acoustic quality objectives for sensitive receptors. The purpose of the acoustic quality objectives is to protect the acoustic amenity of the environment.

The criteria from Schedule 1 of the policy are presented in Table 3.2.



Table 3.2 Acoustic Quality Objectives

Sensitive receptor	Location	Period	Acoustic quality objectives			Environmental value
			L _{Aeq,adj,1-hr}	L _{A10,adj,1-hr}	L _{A01,adj,1-hr}	
Dwelling	Indoors	Day time and evening	35	40	45	Health and wellbeing
		Night-time	30	35	40	Health and wellbeing, in relation to the ability to sleep
	Outdoors	Day time and evening	50	55	65	Health and wellbeing
		Night-time	35 (30 + 5)	40 (35 + 5)	45 (40 + 5)	Health and wellbeing, in relation to the ability to sleep
Educational institution	Indoors	When classes are being offered	35			Health and wellbeing
	Outdoors	When classes are being offered	45 (35 + 10)			Health and wellbeing

The following is noted regarding the acoustic quality objectives:

- Under the *Noise Policy*, daytime is 7am to 6pm, evening is 6pm to 10pm and night-time is 10pm to 7am.
- The *Noise Policy* does not specify outdoor noise criteria for educational institutions or commercial activities; nor does it specify outdoor noise criteria for dwellings during nighttime. However, the outdoor noise criteria have been derived from the internal criteria, assuming 10dB noise reduction by the building envelope with windows partially open and 20dB noise reduction when the windows are fully closed¹.
- The assessment of compliance with the operational noise criteria is based on the results of the noise propagation modelling for a period of 1 hour with maximum noise emissions.

3.2.2 Background Creep

Controlling background creep² is an important consideration under the Noise Policy and the background creep criteria states the following:

To the extent that it is reasonable to do so, noise from an activity must not be:

- *For noise that is continuous noise measured by L_{A90,T} – more than nil dB(A) greater than the existing acoustic environment measured by L_{A90,T}.*

¹ Typical noise reduction for windows partially open and fully closed, *Planning for Noise Control Guideline*, Dept. of Environment and Science (DES).

² Background creep is defined as an increase in the background noise levels due to constant addition of new noise sources in the environment. To prevent increase in the background noise level (L_{90,T}), which is the main noise amenity descriptor, the Policy has stated noise limits which have to be complied with.



- For noise that varies over time measured by $L_{Aeq,adj,T}$ – more than 5dB(A) greater than the existing acoustic environment measured by $L_{A90,T}$.

It should be noted that the 2019 version of the *Noise Policy* no longer includes the background creep criteria as written above. However, the *Policy* includes the following statement “To the extent it is reasonable to do so, noise must be dealt with in a way that ensures– background creep in an area or place is prevented or minimised.” Therefore, it is a requirement that background creep is assessed so ATP has continued to use the background creep criteria as written in the previous 2008 *Policy*.

The background creep criteria, based on the background levels presented in Table 2.2, are presented in Table 3.3.

Table 3.3 Background Creep Noise Criteria

Noise characteristic	Background creep criteria, $L_{Aeq,adj,T}$		
	Day 7:00am – 6:00pm	Evening 6:00pm – 10:00pm	Night 10:00pm – 7:00am
Continuous noise	42 (42 + 0)	42 (42 + 0)	36 (36 + 0)
Time-varying noise	47 (42 + 5)	47 (42 + 5)	41 (36 + 5)



4. Noise Propagation Modelling

4.1 Modelling methodology

A 3D model of the site and surroundings was developed using SoundPLAN noise propagation software considering the proposed activities at the development and location relative to the nearest noise sensitive places.

The calculations were carried out as per the procedures specified in the International Standard ISO9613 (*Acoustics – Attenuation of sound during propagation outdoors*).

The calculation method for a single frequency is as follows:

$$L_s = [L_w + K_0] - [A_{dl} + A_{div} + A_{gr} + A_{bar} + A_{atm} + d_{Lrefl} + d_{Lw}]$$

Where:

L_s	Sound pressure for a single frequency
L_w	Sound power of source
K₀	Correction for propagation in limited spacial angle
A_{Dl}	Mean directivity correction
A_{div}	Mean attenuation due to geometrical spreading
A_{gr}	Mean attenuation due to ground effect
A_{bar}	Mean attenuation due to screening
A_{atm}	Mean attenuation due to air absorption
d_{Lrefl}	Level increase due to reflections
d_{Lw}	Correction due to source operation time

The noise propagation losses are calculated as a combination of distance attenuation (geometrical spreading), screening, ground attenuation and other factors.

The assumptions and data used in development of the operational noise propagation model are presented in Table 4.1.

Table 4.1 Data and assumptions – operational noise model

Proposed development	<ul style="list-style-type: none"> The layout of the proposed development is presented in Appendix A.
Noise sources and operating times	<ul style="list-style-type: none"> Refer to Table 4.3.
Calculation receivers	<ul style="list-style-type: none"> Receivers were attached to the façades of the nearest noise sensitive buildings. Receivers were placed at a height of 1.5m above finished floor level. Sound PLAN adds +2.5dB(A) to the calculated noise levels when the receivers are attached to the buildings, thus the noise levels are façade adjusted.
Terrain	<ul style="list-style-type: none"> Department of Natural Resources and Mines Airborne Laser Scanning (LiDAR) 1 metre data was used to determine the elevation of the development relative to the surrounds. Ground surface absorption factor of 0 was applied to all paved surfaces and 1 for all grassed areas.



Noise control measures	Refer to Section 5 of this report for recommended noise control measures.
Distance attenuation	<ul style="list-style-type: none"> 3D model of the subject site and surroundings was developed using cadastral data in SoundPLAN. The source-receiver distances and geometrical spreading are automatically calculated in SoundPLAN to a high level of accuracy in accordance with the ISO9613 procedure. Separation distances and distance attenuation values are presented in Appendix E.
Barrier attenuation / screening	<ul style="list-style-type: none"> Screening by buildings and acoustic barriers were calculated in SoundPLAN in accordance with the ISO9613 procedure. Barrier attenuation / screening values are presented in Appendix E.
Ground attenuation	<ul style="list-style-type: none"> Sound reflecting surfaces such as pavement are modelled with ground absorption coefficient of 0 (no absorption). Grassed and vegetated areas were modelled with ground absorption coefficient of 1 (100% absorption) in accordance with ISO9613. Ground attenuation values are presented in Appendix E.

The results of Sound PLAN noise modelling are in terms of L_{eq} , as per the ISO9613 calculation procedure. A conversion factor needs to be applied to L_{eq} to obtain results in terms of the other assessment criteria L_{10} and L_{01} . The conversion factors from L_{eq} to L_{10} , and L_{eq} to L_{01} , for various types of noise sources are presented in Table 4.2.

Table 4.2 Noise descriptor conversion factors

Type of Noise	Conversion Factors	
	L_{eq} to L_{10}	L_{eq} to L_{01}
Variable noise	$L_{10} = L_{eq} + 2 \text{ dB}$	$L_{01} = L_{eq} + 8 \text{ dB}$
Continuous noise	$L_{10} = L_{eq}$	$L_{01} = L_{eq}$

Details of the noise sources at the proposed development that were considered in the SoundPLAN model are presented in Table 4.3.



Table 4.3 Noise sources

Operational noise source	Location	Sound power level dB(A) (re 10 ⁻¹² W)	Operational scenario	Tonality/ impulsiveness
Vehicle (light and medium vehicles) movements on the service station forecourt and on the car parking bays of the convenience store	Forecourt (Car Canopy) and parking area	SoundPLAN calculates ³ noise emissions from parking areas based on the number of parking bays, surface type, and the type of parking lot, and considers the impact noise of a car door closing – ‘slam’. Data inputs for car parks are as specified below: <ul style="list-style-type: none"> • Number of parking bays: 17, including 8 parking bays and 6 fuel bays • Surface type: Concrete pavement Parking lot type: Visitors and staff	Peak hours ⁴ : 55 vehicles per hour during AM peak hour (8am to 9am) and PM peak hour (4:45pm to 5:45pm) Day time (7am to 6pm), except for peak hours: 33 vehicles per hour Evening (6pm to 8pm): 28 vehicles per hour Night (5am to 7am), except for early morning period 6am to 7am: 10 vehicles per hour Early morning (6am to 7am): 13 vehicles per hour	+2 dB for impulsiveness of car door slams
Vehicle (heavy vehicles - HV) movements on the service station forecourt and on the AV parking bays of the convenience store	Forecourt (Truck Canopy)	SoundPLAN calculates ⁵ noise emissions from parking areas based on the number of parking bays, surface type, and the type of parking lot, and considers the impact noise of a car door closing – ‘slam’. Data inputs for car parks are as specified below: <ul style="list-style-type: none"> • Number of parking bays: 4, including 4 fuel bays • Surface type: Concrete pavement Parking lot type: Truck stop	Peak hours ⁶ : 6 vehicles per hour during AM peak hour (8am to 9am) and PM peak hour (4:45pm to 5:45pm) Day time (7am to 6pm), except for peak hours: 4 vehicles per hour Evening (6pm to 8pm): 3 vehicles per hour Night (5am to 7am), except for early morning period 6am to 7am: 2 vehicles per hour Early morning (6am to 7am): 2 vehicles per hour	+5 dB for impulsiveness
Vehicle (heavy vehicles - HV) movements on internal driveways	Internal driveway (BOH)	Sound power of 100.7dB(A) / 57.6dB(A)/m,m ² (SoundPLAN library, Heavy vehicle slowly accelerating 10-20km/h)	Hours of operation (5am to 8pm) Number of vehicles as per HV movements above.	n/a

³ SoundPLAN calculates car parking noise emissions based on methodology of the Bavarian parking lot study (2007).
⁴ Calculated as per a *Traffic Impact Assessment Report* carried out for a similar size service station adjacent to a state controlled road.
⁵ SoundPLAN calculates car parking noise emissions based on methodology of the Bavarian parking lot study (2007).
⁶ Calculated as per the *RMS Guide to Traffic Generating Developments*, trip generation of service station with convenience market.



Operational noise source	Location	Sound power level dB(A) (re 10 ⁻¹² W)	Operational scenario	Tonality/ impulsiveness
Fuel pumps	Forecourt (Canopy 1 and 2)	Sound power of 78dB(A) each, total of 10 dispensers (ATP library – fuel pumps)	Hours of operation (5am to 8pm) Number of customers as per vehicle movements above.	+5 dB for tonality
Air compressor	Air/water point	Sound power of 79.3dB(A) (ATP library – service station air pump)	Hours of operation (5am to 8pm) Compressor operating for 2 minutes per hour	+5 dB for tonality
Air compressor “beeper” ⁷	Air/water point	Sound power of 87dB(A) (ATP library – air compressor beeper)	Hours of operation (5am to 8pm) Beeping for 120 seconds per hour during daytime, 60 second during evening, and night time.	+5 dB for tonality
Ice box refrigeration condenser	Front of store	Sound power of 67dB(A)	Continuous use	+5 dB for tonality
Air conditioning condenser / Refrigeration unit	Services yard	Sound power of 80dB(A) (SoundPLAN library – Mechanical plant)	Hours of operation (5am to 8pm) Continuous use	+5 dB for tonality
Delivery / refuse truck idling	Delivery bay	Sound power of 90.8dB(A) (SoundPLAN library – truck idling)	Truck idling for 5min during 7am to 8am during 6pm to 8pm	+5 dB for tonality
Delivery / refuse loading	Delivery bay	Sound power of 92.8dB(A) (SoundPLAN library – truck idling)	Truck idling for 5min during 7am to 8am during 6pm to 8pm	+5 dB for impulsiveness
Fuel delivery tanker – truck idling	Forecourt area	Sound power of 90.8dB(A) (SoundPLAN library – truck idling)	Truck idling for 5min during 7am to 8am during 6pm to 8pm	+5 dB for tonality

Extracts from the SoundPLAN 3D noise propagation model are presented in Figures 4.1 and 4.2.

⁷ Most automatic tyre inflators have a beeper indicating when the set pressure is reached.

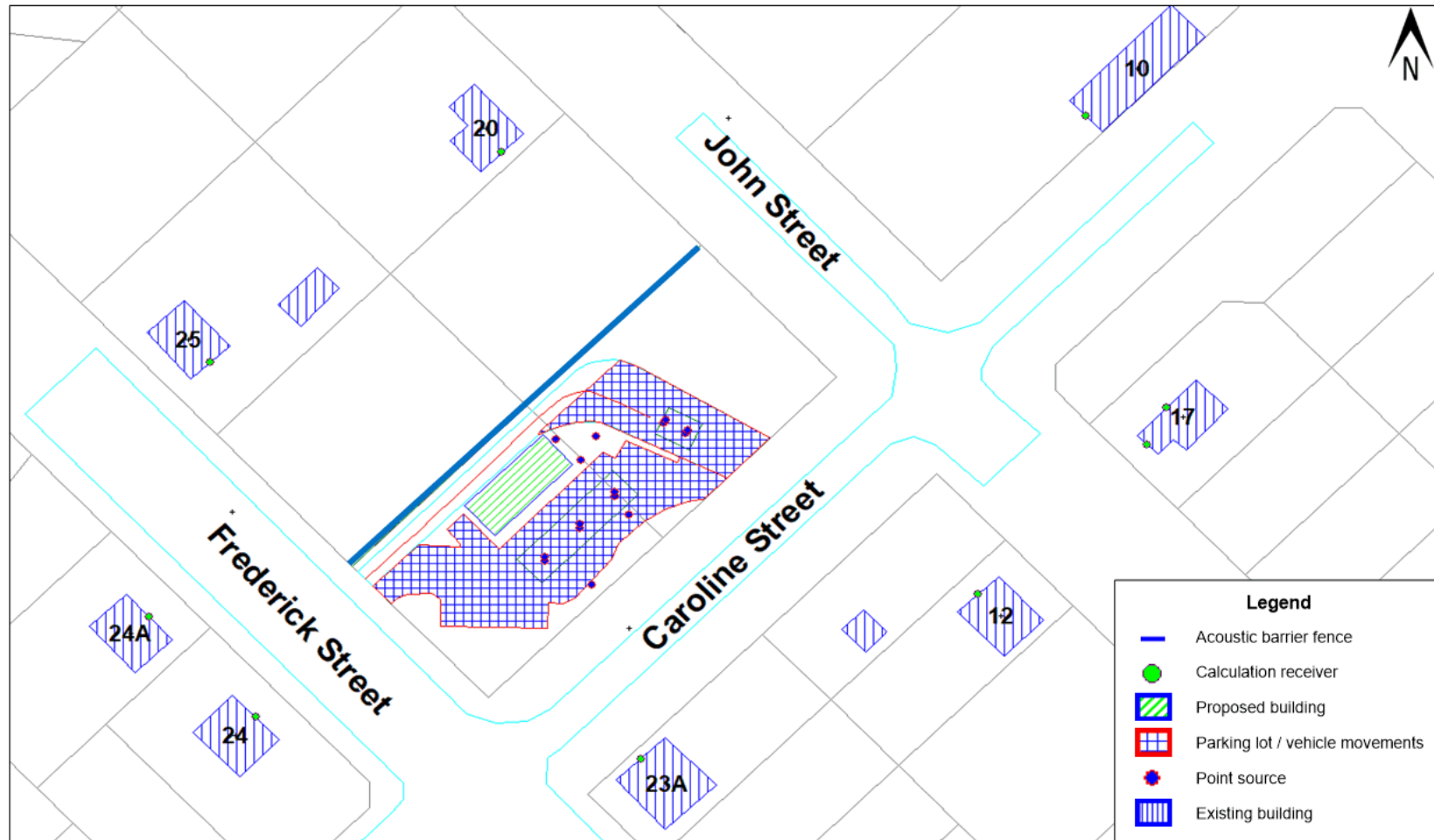


Figure 4.1 SoundPLAN operational noise model – Excerpt

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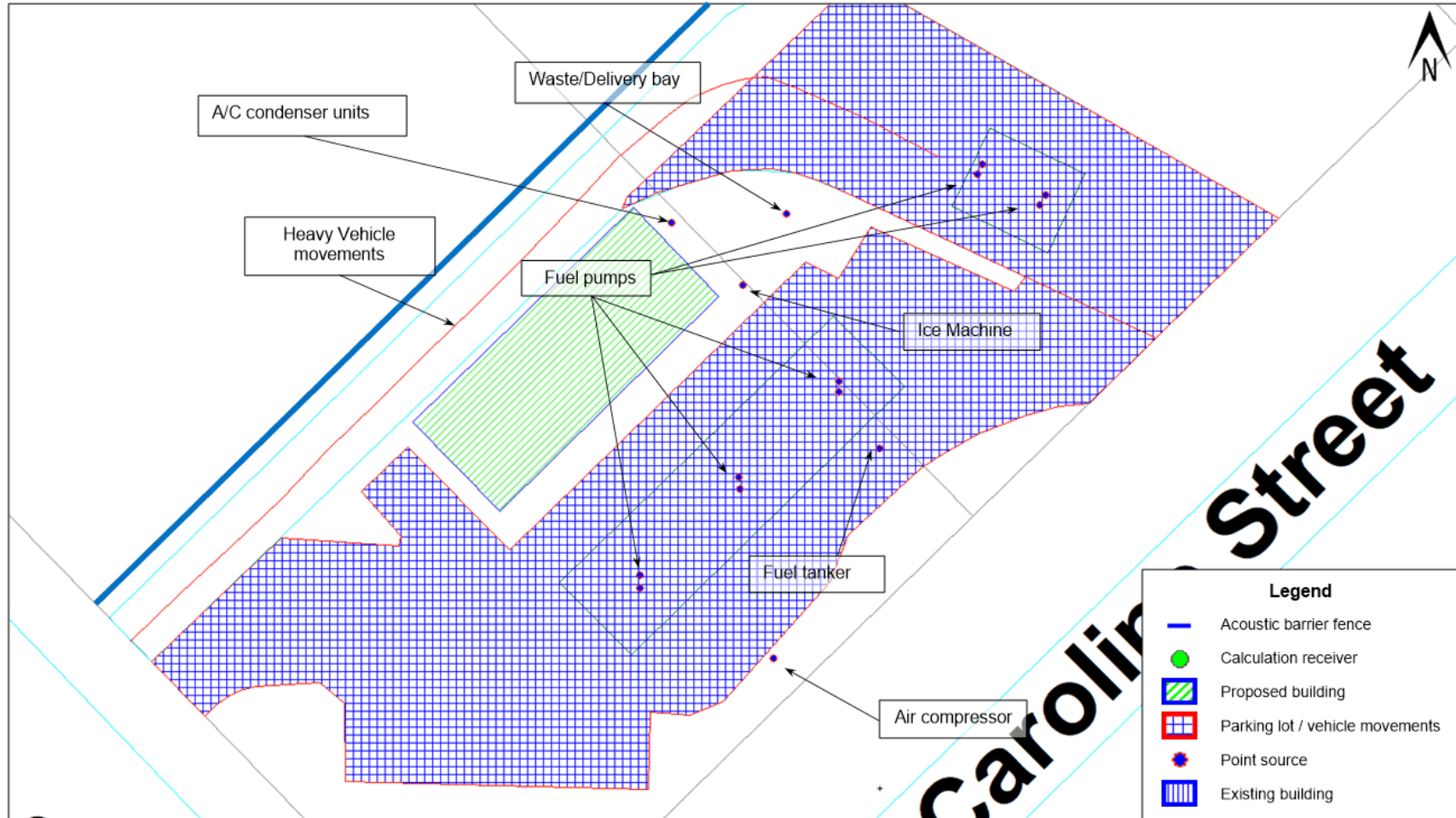


Figure 4.2 SoundPLAN operational noise model - Detail

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4.2 Operational noise calculation results

4.2.1 Acoustic quality objectives

The noise levels associated with the proposed service station, assessed against the acoustic quality objectives, are presented in Table 4.4.

Table 4.4 Operational noise levels – acoustic quality objectives

Receiver name	Calculated noise levels									Complies with noise criteria?
	L _{eq,adj,1hr} day dB(A)	L _{eq,adj,1hr} evening dB(A)	L _{eq,adj,1hr} night dB(A)	L _{10,adj,1hr} day dB(A)	L _{10,adj,1hr} evening dB(A)	L _{10,adj,1hr} night dB(A)	L _{01,adj,1hr} day dB(A)	L _{01,adj,1hr} evening dB(A)	L _{01,adj,1hr} night dB(A)	
<i>EP Noise 2019 acoustic quality objectives (external criteria) for dwellings:</i>	50	50	37	55	55	40	65	65	45	
12 John Street	42	41	36	44	43	38	50	49	44	Yes
17 John Street	39	38	33	41	40	35	47	46	41	Yes
20 John Street	39	38	34	41	40	36	47	46	42	Yes
22 Frederick Street	39	38	29	41	40	31	47	46	37	Yes
23A Frederick Street	46	44	37	48	46	39	54	52	45	Yes
24 Frederick Street	42	40	34	44	42	36	50	48	42	Yes
24A Frederick Street	40	38	31	42	40	33	48	46	39	Yes
25 Frederick Street	36	35	29	38	37	31	44	43	37	Yes
<i>EP Noise 2019 acoustic quality objectives (external criteria) for educational:</i>	45	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	
10 Caroline Street	38	-	-	-	-	-	-	-	-	Yes



4.2.2 Background creep

The noise levels associated with the proposed service station, assessed against the background creep criteria, are presented in Table 4.5.

Table 4.5 Operational noise levels – background creep

Receiver name	Calculated noise levels			Complies with noise criteria?
	L _{eq,adj,11hr} Day dB(A)	L _{eq,adj,4hr} Evening dB(A)	L _{eq,adj,9hr} Night dB(A)	
<i>EP Noise Policy 2008</i> background creep (external criteria):				
Continuous noise	42	42	36	
Variable noise	47	47	41	
10 Caroline Street	35	33	26	Yes
12 John Street	39	37	29	Yes
17 John Street	36	34	26	Yes
20 John Street	37	35	28	Yes
22 Frederick Street	34	33	23	Yes
23A Frederick Street	41	40	30	Yes
24 Frederick Street	38	36	27	Yes
24A Frederick Street	36	33	24	Yes
25 Frederick Street	34	31	23	Yes

SoundPLAN tabulated noise levels (cumulative noise impacts) are presented in Appendix E.

Separate acoustic impacts of the individual noise sources considered in the SoundPLAN model, and the noise propagation modelling factors as per International Standard ISO9613 (*Acoustics – Attenuation of sound during propagation outdoors*) calculation method are also presented in Appendix E.

Noise propagation modelling contour maps are presented in Appendix F.



5. Discussion and Recommendations

Detailed noise propagation modelling was carried out considering all potential noise emissions associated with daytime, evening and night-time operation of the proposed service station at Lots 11 & 21 on B4469, Frederick Street in Biggenden, to determine the potential noise impact on the nearest noise sensitive places.

Noise emissions from the proposed development were calculated considering all proposed activities at the site including:

- Vehicles movements in the forecourt and parking areas;
- Trucks movements on the internal driveways;
- Mechanical equipment including fuel pumps, air compressors, ice box condensers and air conditioning / refrigeration condensers; and
- Fuel tanker trucks, delivery trucks and waste collection.

The relevant noise criteria from the *Environmental Protection (Noise) Policy 2019* were considered in this assessment.

The results of the operational noise assessment indicate that the noise emissions from the activities at the proposed development, will comply with the relevant noise criteria at the nearest noise sensitive receptors, provided noise mitigation measures are employed.

The following noise mitigation measures are recommended to protect the noise amenity at the nearest noise sensitive places:

- Fuel deliveries can take place during the hours of operation of the proposed service station, which are 5am to 8pm.
- Shop deliveries to the designated delivery bay must be limited to daytime and evening only (7am – 8pm).
- Waste collection must be limited to daytime and evening only (7am – 8pm)..
- A 1.8m high acoustic barrier (noise barrier fence), must be constructed along the north-western boundary of the service station with Lots 12 and 20 on B4469.
- The alignment of the recommended 1.8m high noise barrier fence is presented in Figure 5.1.

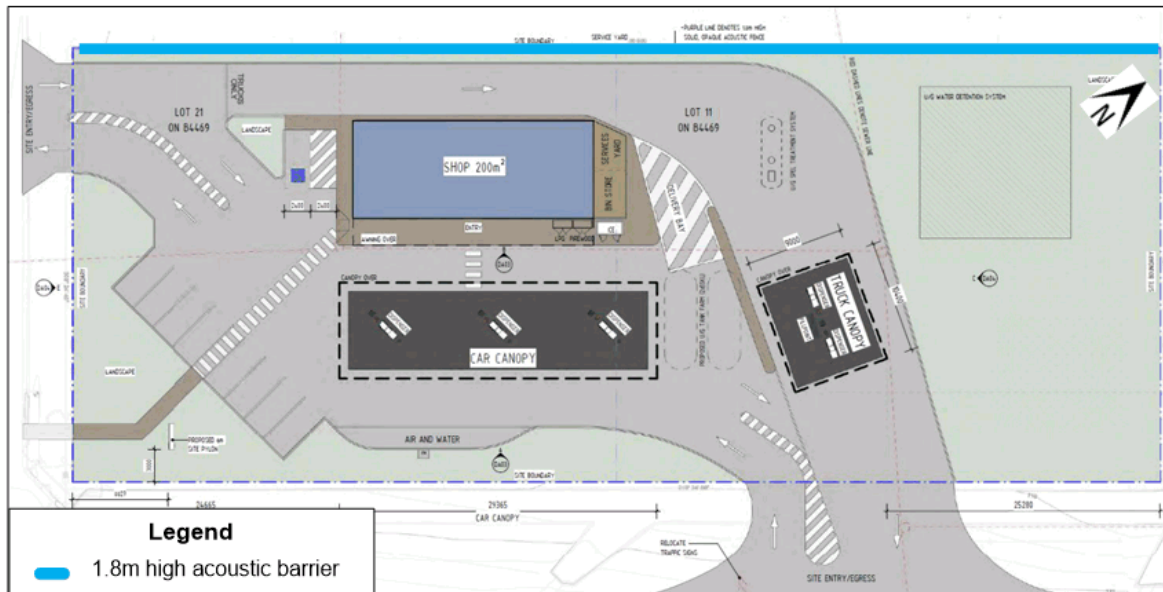


Figure 5.1 Alignment of the recommended acoustic barrier (noise barrier fence)

- The acoustic barrier must be constructed so that the RL of the top of the acoustic barrier is minimum 1.8m above the RL of the internal trucks-only driveway.
- The acoustic fence must be constructed as follows:
 - Must be free of any gaps on the surface and at the base (except for drainage).
 - Must be constructed of a material with minimum surface density of 12.5kg/m^2 , such as overlapped timber palings with minimum thickness of 20mm, concrete blockwork, brick, autoclaved aerated concrete, or minimum 9mm thick compressed fibre cement sheeting.
 - Must be of a durable construction.
- Typical construction of a timber acoustic barrier (noise barrier fence) is illustrated in Figure 5.2.

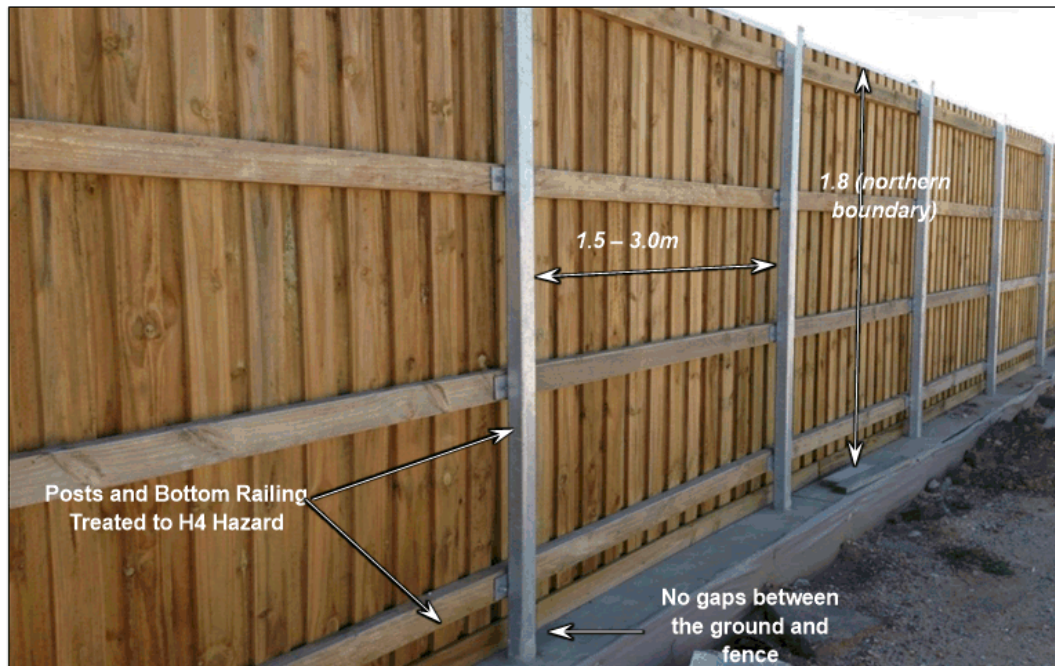


Figure 5.2 Typical timber acoustic barrier (noise barrier fence)

At this stage of the project, the specification of the mechanical equipment is not yet finalised. The following general recommendations should be considered for the design and installation of the mechanical equipment.

- Select equipment with low sound power levels;
- Locate equipment as far away from noise sensitive areas as possible;
- The mechanical services must be isolated from the building structure using appropriate vibration isolation mounts to mitigate structure borne noise.
- Construct solid acoustic screens or enclosures around equipment to screen it from noise sensitive areas; and
- Where equipment has directional noise characteristics, point equipment away from noise sensitive areas.

With the recommended noise mitigation measures in place, the results of noise propagation modelling, considering daytime, evening and night-time operation of the service station indicate compliance with the noise criteria at the nearest noise sensitive places.

Provided the recommended noise mitigation measures are implemented as specified in this report, there are no further acoustic constraints on the establishment of the proposed service station at Lots 11 & 21 on B4469, Frederick Street in Biggenden.



6. References

- Australian Standard AS 1055:2018 (*Acoustics – Description and Measurement of Environmental Noise*)
- Australian Standard ASIEC61672.1-2004 (Electroacoustics – Sound level meters – Specifications)
- Colin H. Hansen, 1994, *Fundamentals of Acoustics*, University of Adelaide, Department of Mechanical Engineering, Adelaide, SA 5005
- International Standard ISO 9613 (*Acoustics – Attenuation of sound during propagation outdoors*)
- *North Burnett Regional Planning Scheme 2014*
- Queensland Government, 2019, *Environmental Protection (Noise) Policy 2019*



Appendix A – Development Layout

Client: Samreet Pty Ltd
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Doc Title: Noise Impact Assessment

ARCHITECTURAL DA DRAWINGS

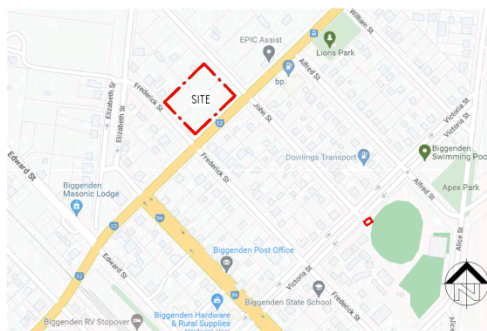
PROPOSED SERVICE STATION

LOT 11 & LOT 21 FREDERICK STREET, BIGGENDEN QLD 4621

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3D PERSPECTIVE FOR ILLUSTRATION ONLY



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ARCHITECTURAL DRAWINGS	
DRG No.	DRAWING TITLE
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DA01	PROP. SITE PLAN
DA02	PROP. FLOOR PLAN
DA03	BUILDING ELEVATIONS & PERSPECTIVES
DA04	BUILDING ELEVATIONS & PERSPECTIVES
DA06	BUILDING SECTIONS

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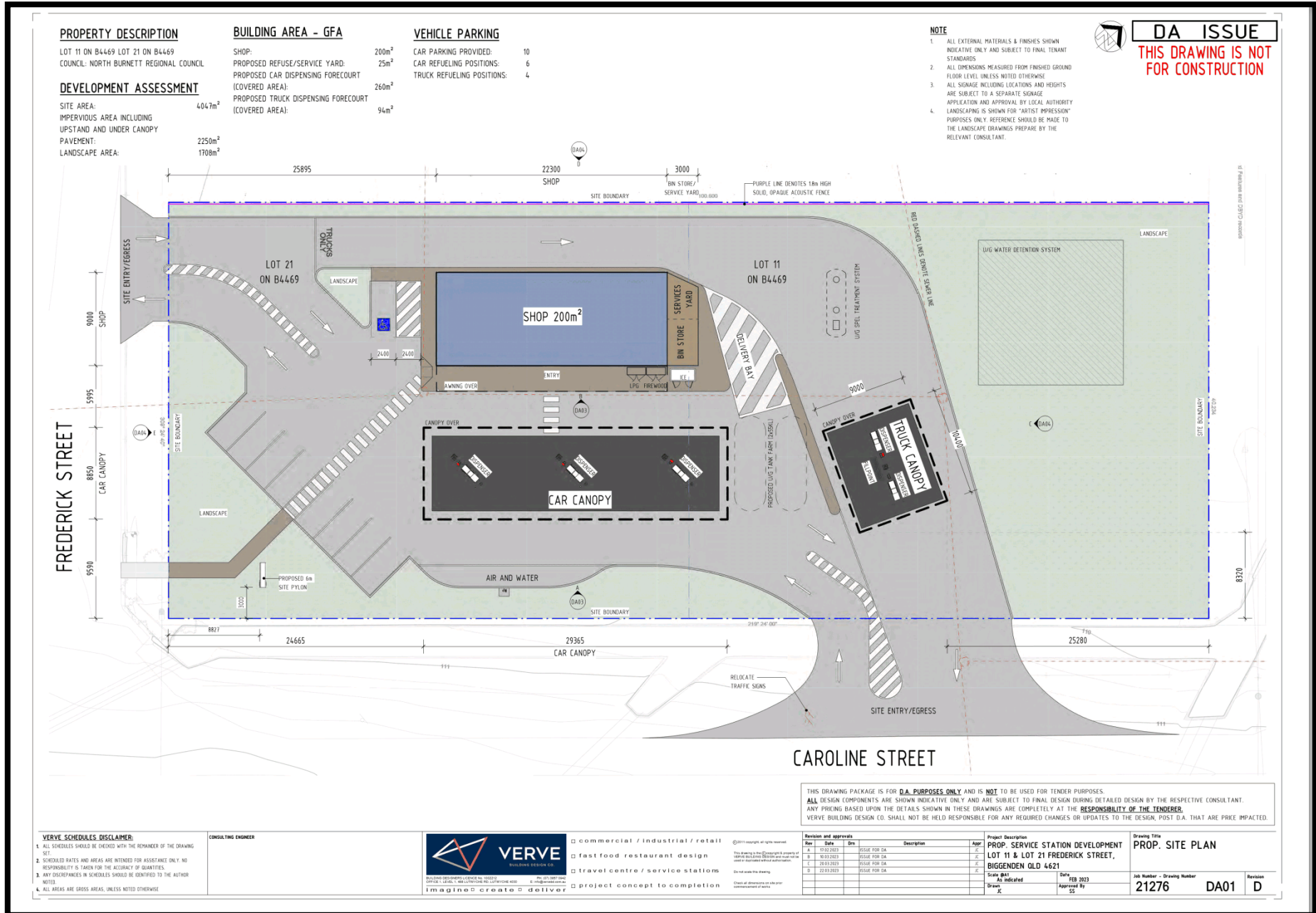


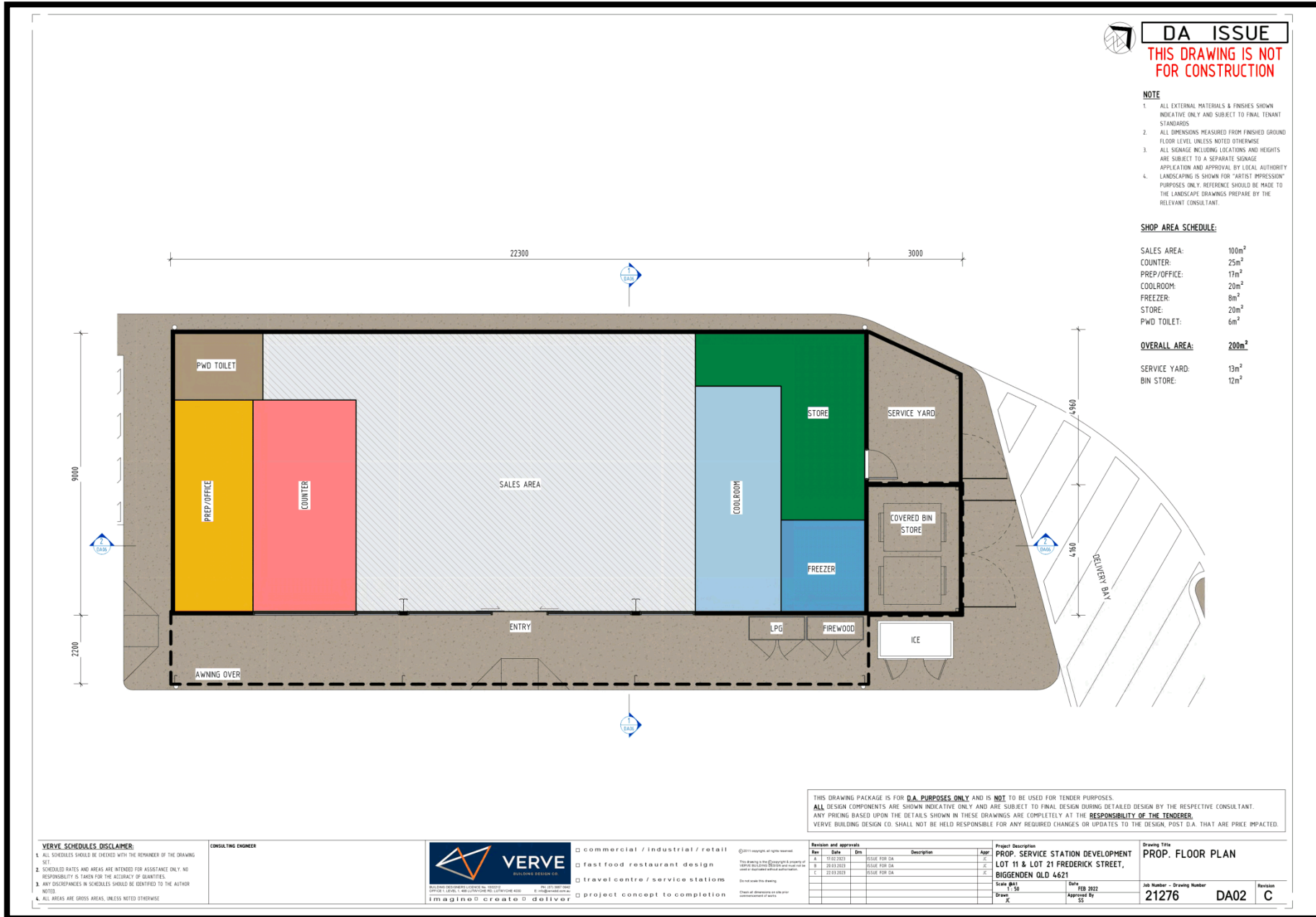
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A	17/02/2023	ISSUE FOR DA	JC	Scale 1:100
B	18/03/2023	ISSUE FOR DA	JC	Scale 1:100
C	22/03/2023	ISSUE FOR DA	JC	Scale 1:100

Drawing Title		Job Number - Drawing Number		Revision
PROP. SERVICE STATION DEVELOPMENT LOT 11 & LOT 21 FREDERICK STREET, BIGGENDEN QLD 4621		21276 DA00		C
Scale 1:100	Date: FEB 2022	Drawn: JC	Approved By: JC	





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CAROLINE STREET

SITE ENTRY SITE EXIT

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1 BUILDING PERSPECTIVE 1



CAR FORECOURT **SHOP BEYOND** **TRUCK FORECOURT**

A ELEVATION SOUTH-EAST - CAR/TRUCK CANOPY
1:100



SHOP **BIN STORE**

B ELEVATION SOUTH-EAST - SHOPFRONT
1:100

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A	19/02/2023	ISSUE FOR DA	K
B	20/03/2023	ISSUE FOR DA	K
C	22/03/2023	ISSUE FOR DA	K

Scale: B1
 As indicated
 Date: FEB 2022
 Approved By: SS

Drawing Title:
BUILDING ELEVATIONS & PERSPECTIVES

Job Number - Drawing Number:
21276 DA03

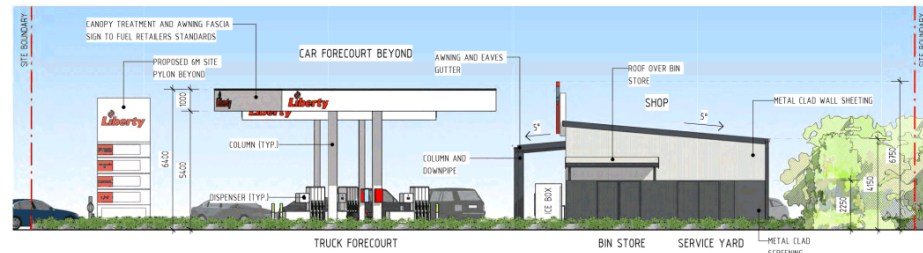
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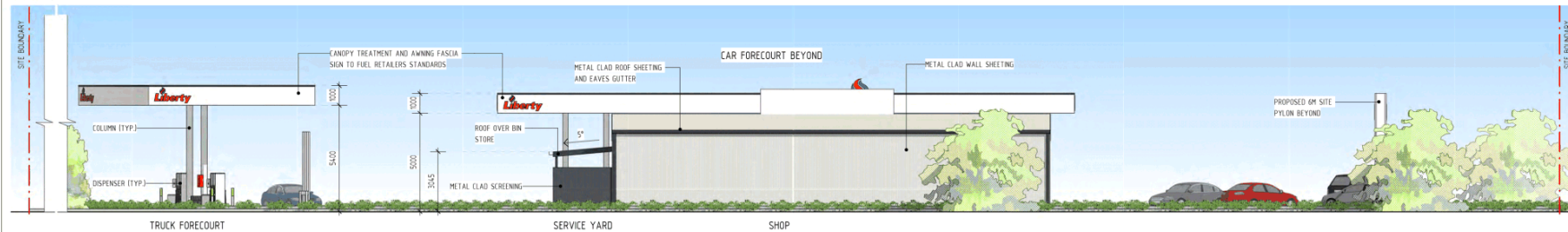
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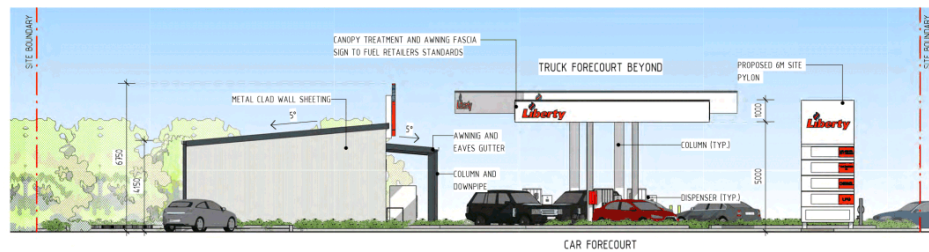
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1:100



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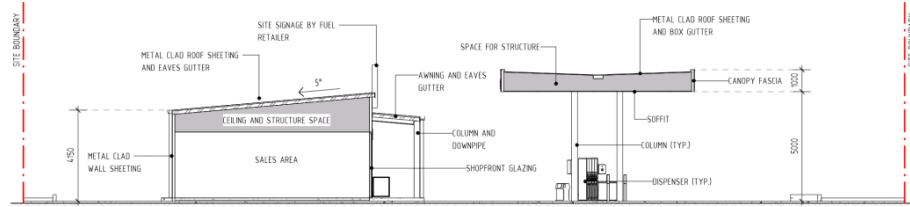
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B	20/03/2023		ISSUE FOR DA	J.S.
C	20/03/2023		ISSUE FOR DA	J.S.

Project Description	
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BIGGENDEN QLD 4621	
Scale	As indicated
Date	FEB 2022
Drawn By	SS
Approved By	

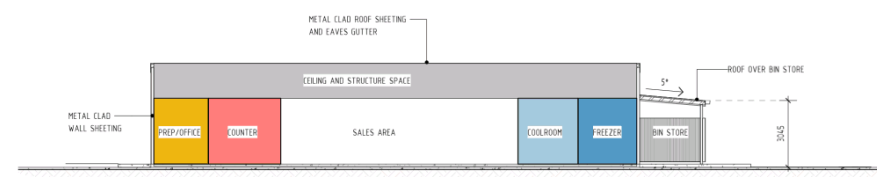
Drawing Title	
BUILDING ELEVATIONS & PERSPECTIVES	
Job Number - Drawing Number	21276 DA04
Revision	C

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CONSULTING ENGINEER



- commercial / industrial / retail
- fast food restaurant design
- travel centre / service stations
- project concept to completion

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Revision and approvals		
Rev	Date	Description
A	10/02/2023	ISSUE FOR DA
B	20/02/2023	ISSUE FOR DA
C	23/02/2023	ISSUE FOR DA

Project Description
PROP. SERVICE STATION DEVELOPMENT LOT 11 & LOT 21 FREDERICK STREET, BIGGENDEN QLD 4621

Scale: **DA1**
 As indicated

Date: **FEB 2022**
 Drawn: **K**
 Approved By: **SS**

Drawing Title
BUILDING SECTIONS

Job Number - Drawing Number
21276 DA06

Revision
C



Appendix B – Noise Monitoring Location

Client: Samreet Pty Ltd
Doc No.: ATP220123-R-NIA-01
Doc Title: Noise Impact Assessment



Photo 1: Noise monitoring location, view due south



Photo 2: Noise monitoring location, view due east

Client: Samreet Pty Ltd
Doc No.: ATP220123-R-NIA-01
Doc Title: Noise Impact Assessment



Appendix C – Meteorological Data

Client: Samreet Pty Ltd
Doc No.: ATP220123-R-NIA-01
Doc Title: Noise Impact Assessment

**Gayndah Airport, Queensland
March 2022 Daily Weather Observations**



**Australian Government
Bureau of Meteorology**

Date	Day	Temps		Rain mm	Evap mm	Sun hours	Max wind gust			9am					3pm						
		Min	Max				Dirn	Spd	Time	Temp	RH	Cld	Dirn	Spd	MSLP	Temp	RH	Cld	Dirn	Spd	MSLP
		°C	°C					km/h	local	°C	%	eighths		km/h	hPa	°C	%	eighths		km/h	hPa
1	Tu	20.3	34.2							25.8	71		NE	4	1005.4	33.2	45		SSW	11	1001.7
2	We	22.6	34.4				NNE	33	17:45	26.6	76		NNE	6	1006.1	33.7	49		NE	7	1001.4
3	Th	25.0	35.8	1.4			NW	39	14:14	29.4	72		NNW	2	1003.7	31.2	43		NW	11	1000.1
4	Fr	19.6	34.1							24.8	81		N	2	1006.0	33.4	38		SW	9	1002.3
5	Sa	22.0	31.9				NE	13	10:43	24.6	78		NE	4	1007.6	31.0	51		ENE	6	1003.4
6	Su	23.3	34.3	0			ESE	44	16:47	27.2	88		N	4	1005.5	33.5	57		NNE	11	999.0
7	Mo	20.3	32.8	2.4			W	24	14:29	23.5	86		ENE	2	1005.8	32.1	33		W	11	1001.8
8	Tu	23.0	33.9	0			NNW	39	14:09	27.5	76		W	4	1006.6	31.7	55			Calm	1002.6
9	We	22.1	32.8	1.0			E	59	15:25	29.1	75		SE	2	1009.6	29.1	64		NE	20	1007.1
10	Th	22.1	30.9	21.2			E	31	13:54	25.6	82		ENE	7	1013.1	29.4	58		E	20	1009.4
11	Fr	22.2	29.7	0			NNE	31	15:31	25.4	69		E	19	1014.8	29.4	58		ENE	17	1011.8
12	Sa	20.2	27.9	0			E	33	17:44	26.5	59		E	17	1017.7	27.3	56		E	19	1015.7
13	Su	16.1	29.3							24.2	66		E	13	1019.8	28.3	45		SE	7	1016.2
14	Mo	16.6		0						24.4	62		E	19	1018.3	28.7	38		ESE	11	1013.8
15	Tu	15.7	29.6							24.6	58		SE	6	1016.8	28.4	47		ESE	17	1013.0
16	We	18.4	28.7							23.5	73		NE	4	1016.4	27.9	46		ESE	13	1012.9
17	Th	15.3	31.0							24.6	64		ESE	19	1015.7	30.5	38		E	9	1010.8
18	Fr	16.9	31.9							24.9	67		ESE	6	1014.0	30.3	43		E	15	1009.4
19	Sa	17.1	30.5							24.9	58		ESE	13	1013.4	29.5	35		E	20	1010.4
20	Su	16.2	31.0	0			SE	24	09:18	24.9	60		ESE	13	1014.7	30.0	40		E	9	1010.8
21	Mo		31.1							23.8	67		SW	4	1014.7	30.4	38		SW	7	1010.5
22	Tu	15.2	30.9	0			NW	28	15:17	23.9	67		W	4	1014.3	30.6	39		NNW	6	1009.6
23	We	16.5	31.9							24.5	72		NE	4	1012.8	31.3	35		NNE	7	1008.4
24	Th	16.7	31.6							24.9	69		NNE	6	1014.3	30.9	41		NNE	9	1010.2
25	Fr	17.8	31.1	0			S	30	20:47	25.4	62		ENE	7	1015.1	30.1	38		NNE	15	1010.9
26	Sa	17.8	30.4	0			E	30	18:09	25.4	59		ENE	13	1015.4	29.5	41		ENE	6	1010.8
27	Su	18.9	27.2	0			E	28	14:04	24.3	77		NW	4	1013.9	22.0	92		NNE	4	1010.0
28	Mo	20.2	31.3	6.4						23.8	81		WSW	11	1009.9	26.1	54		SSW	24	1005.0
29	Tu	16.7	30.6	24.8						20.3	84		WNW	15	1006.4	29.8	40		W	20	1001.1
30	We	18.7	30.1							22.0	74		W	19	1004.2	28.4	45		WSW	22	1001.0
31	Th	17.1	32.4	0						24.7	58		SW	9	1006.8	30.8	40		S	15	1003.2
Statistics for March 2022																					
Mean		19.0	31.4							25.0	70			8	1011.6	30.0	46			12	1007.6
Lowest		15.2	27.2							20.3	58		#	2	1003.7	22.0	33			Calm	999.0
Highest		25.0	35.8	24.8			E	59		29.4	88		#	19	1019.8	33.7	92		SSW	24	1016.2
Total				57.2																	

Observations were drawn from Gayndah Airport (station 039066)

IDCJDW4045.202203 Prepared at 13:01 UTC on 11 Feb 2023
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Appendix D – Noise Measurement Results

Client: Samreet Pty Ltd
Doc No.: ATP220123-R-NIA-01
Doc Title: Noise Impact Assessment



**Unattended Noise Measurements
Service Station Biggenden**

Environmental Noise Levels Day, Evening and Night

Logger Location - Lots 12 and 20 on B4469

ARL Environmental Noise Logger
 Logger Serial Number 15-203-537
 Measurement Title Field Reading
 Measurement started at 12/03/2022 16:56
 Measurement stopped at 21/03/2022 19:54
 Frequency Weighting A
 Time Averaging Fast
 Statistical Interval 15 min
 Pre-measurement Ref. 94.0
 Post-measurement Ref. 94.0
 Engineering Units dB SPL

Date	Day	L _{Aeq,T} dB(A)			L _{A01,T} dB(A)			L _{A10,T} dB(A)			L _{A90,T} dB(A)		
		D	E	N	D	E	N	D	E	N	D	E	N
12/03/2022	Saturday	—	48	43	—	56	52	—	50	46	—	42	37
13/03/2022	Sunday	50	48	46	59	56	54	53	50	49	43	42	37
14/03/2022	Monday	50	47	46	59	56	55	53	50	49	42	40	36
15/03/2022	Tuesday	51	49	45	60	57	53	53	51	48	43	43	39
16/03/2022	Wednesday	50	53	45	59	61	54	52	56	48	41	41	34
17/03/2022	Thursday	50	48	46	59	57	55	53	51	48	42	42	38
18/03/2022	Friday	50	50	44	59	57	53	52	53	47	42	43	36
19/03/2022	Saturday	51	49	44	60	57	53	53	52	47	42	40	32
Average		50	49	45	59	57	54	53	52	48	42	42	36

Note

— No noise data available

Day (D): 7:00am to 6:00pm

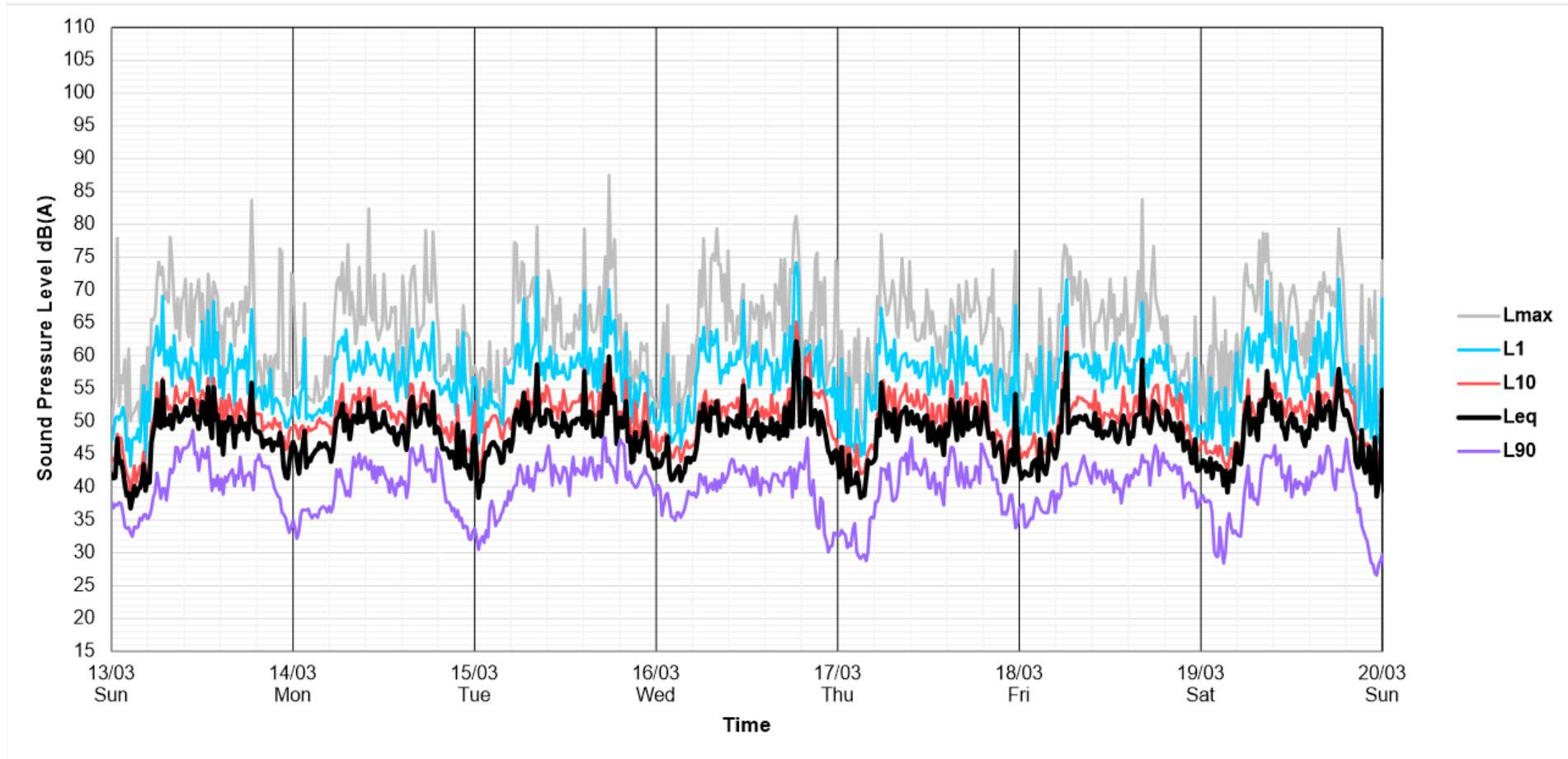
Evening (E): 6:00pm to 10:00pm

Night (N): 10:00pm to 7:00am

■ Rainfall recorded on this day

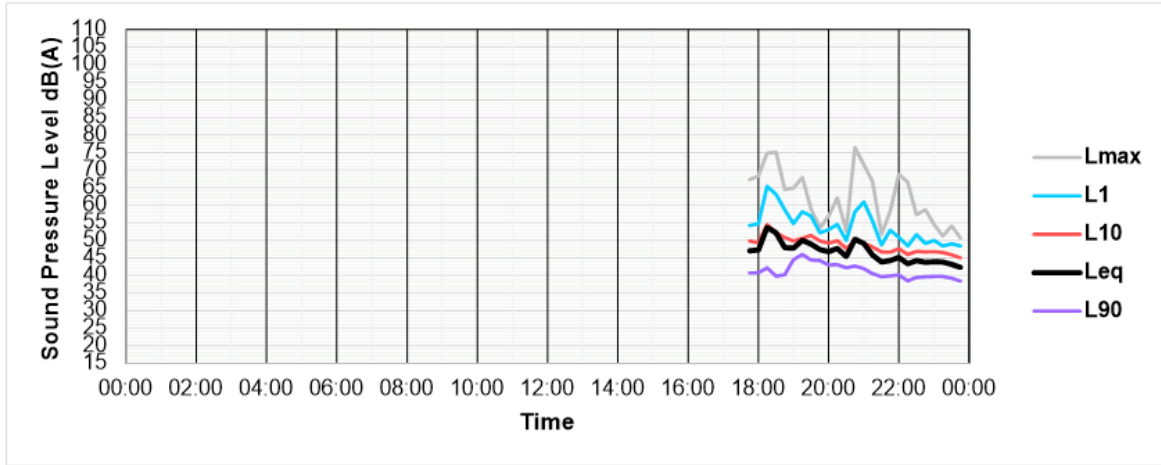


Unattended Noise Measurements 12 to 20 March 2023

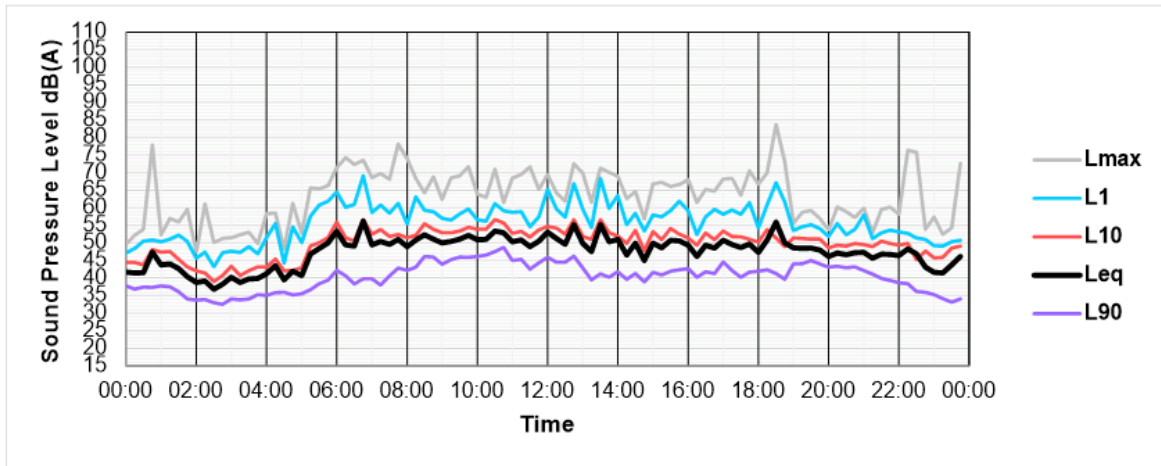




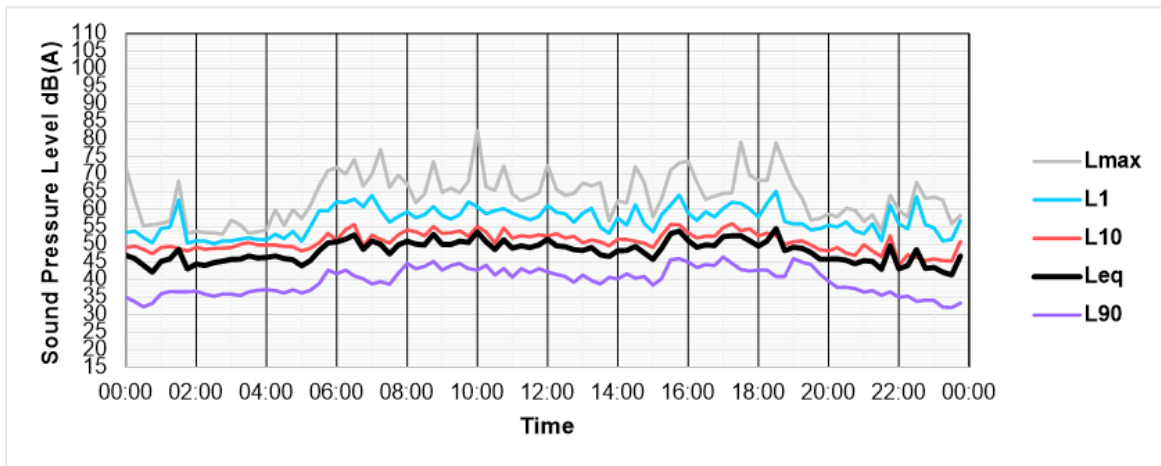
Unattended Noise Measurements Saturday 12 March 2022

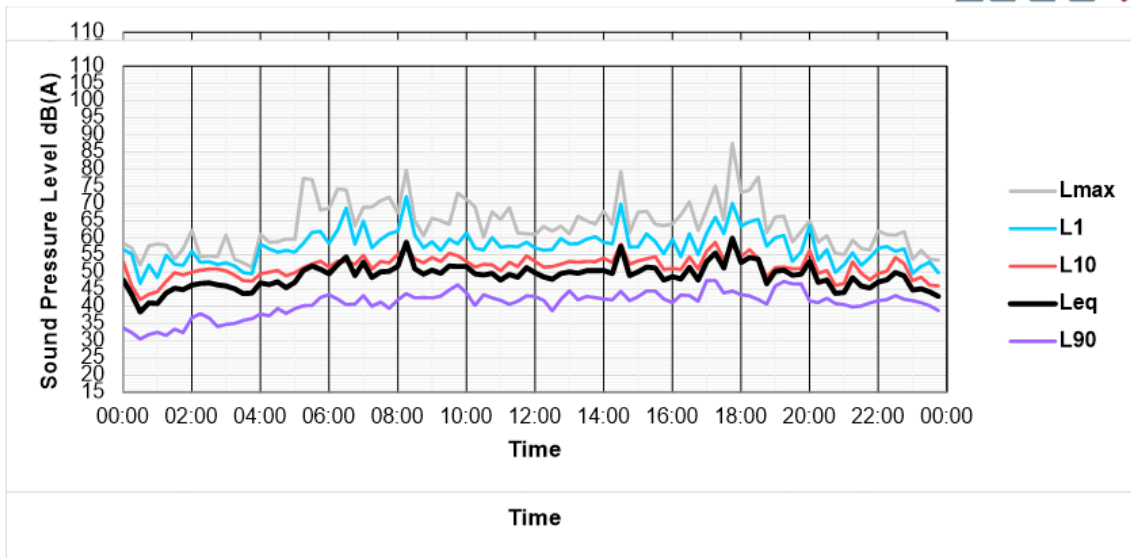


Unattended Noise Measurements Sunday 13 March 2022

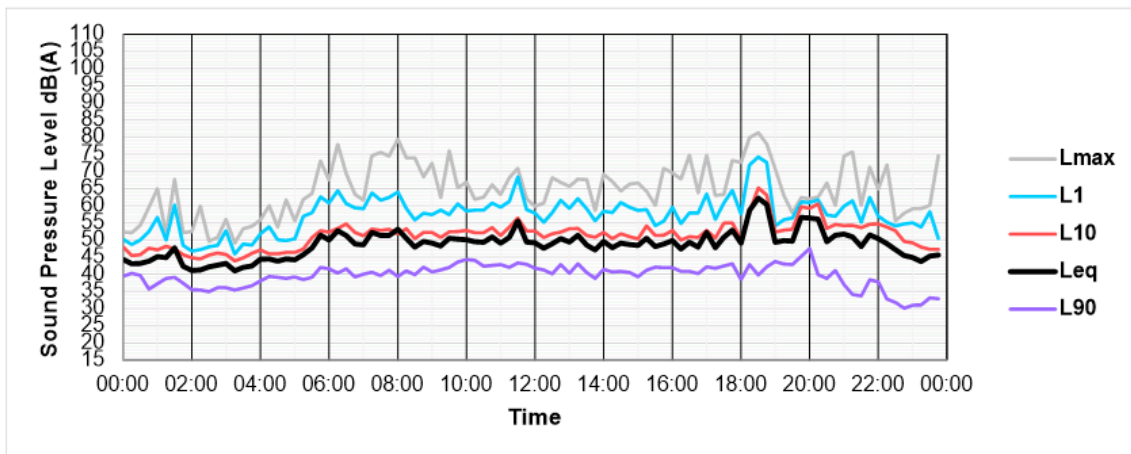


Unattended Noise Measurements Monday 14 March 2022

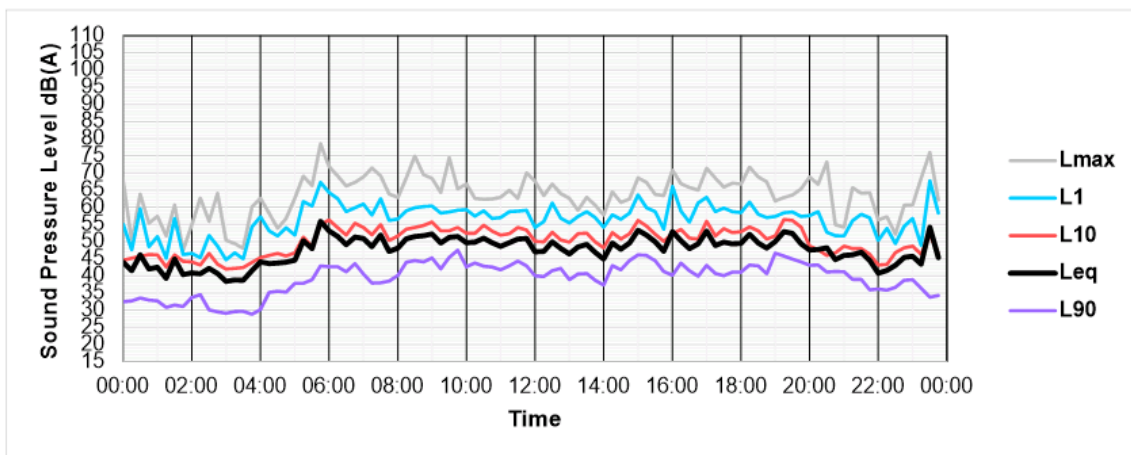




**Unattended Noise Measurements
Wednesday 16 March 2022**

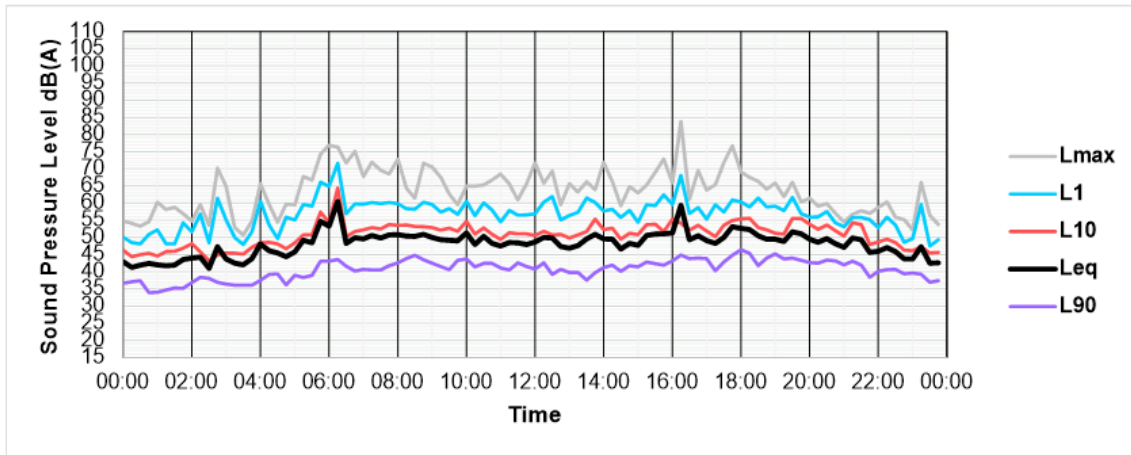


**Unattended Noise Measurements
Thursday 17 March 2022**

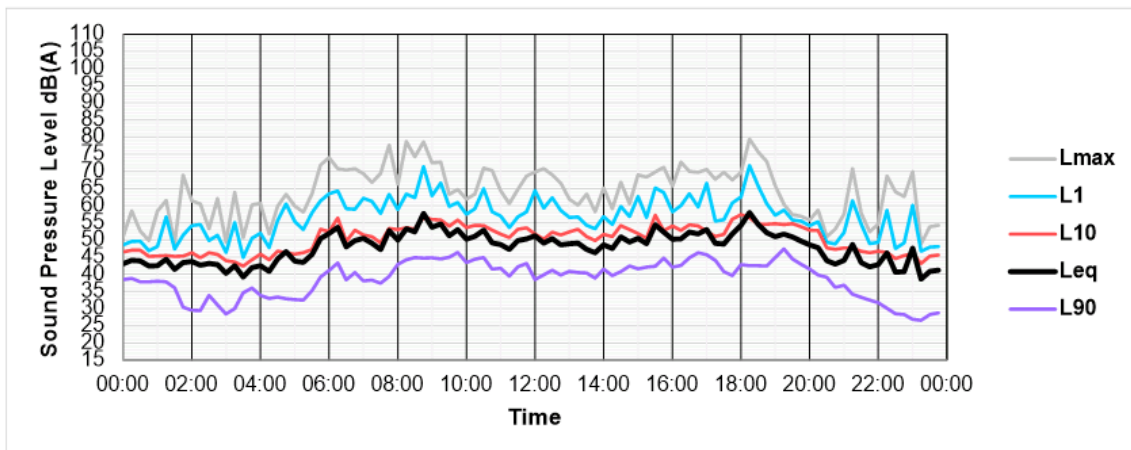




Unattended Noise Measurements Friday 18 March 2022



Unattended Noise Measurements Saturday 19 March 2022





Appendix E – SoundPLAN Tabulated Results

Client: Samreet Pty Ltd
Doc No.: ATP220123-R-NIA-01
Doc Title: Noise Impact Assessment

**Lots 11 and 21, Frederick Street, Biggenden
Predicted Operational Noise Levels at Adjacent Uses
From Activities at Proposed Service Station**

Receiver Name	Floor	Facade	Leq,1h Day dB(A)	Leq,1h Evening dB(A)	Leq,1h Night dB(A)	Leq,11h Day dB(A)	Leq,4h Evening dB(A)	Leq,9h Night dB(A)
10 Caroline Street	GF	SW	38	37	32	35	33	26
12 John Street	GF	NW	42	41	36	39	37	29
17 John Street	GF	NW	38	37	32	35	33	25
17 John Street	GF	SW	39	38	33	36	34	26
20 John Street	GF	SE	39	38	34	37	35	28
22 Frederick Street	GF	NE	39	38	29	34	33	22
22 Frederick Street	GF	NW	39	38	29	34	33	23
23A Frederick Street	GF	NW	46	44	37	41	40	30
24 Frederick Street	GF	NE	42	40	34	38	36	27
24A Frederick Street	GF	NE	40	38	31	36	33	24
25 Frederick Street	GF	SE	36	35	29	34	31	23



	ATP Consulting Engineers	1
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SoundPLAN 8.2

Lots 11 and 21, Frederick Street, Biggenden
 ISO9613 Calculation Method
 Predicted Operational Noise Levels at Adjacent Uses
 From Activities at Proposed Service Station

Legend

Source		Name of source
Source type		Type of source (point, line, area)
time slice		Name of time slice
Li	dB(A)	Level inside
R'w	dB	Rated transmission loss
L'w	dB(A)	Sound power per m, m ²
Lw	dB(A)	Sound power per unit
l or A	m,m ²	Size of source (Length or area)
KI	dB	Correction for source impulsiveness
KT	dB	Correction for source tonality
Ko	dB	Correction for propagation in limited spacial angle
S	m	Distance source - receiver
Adiv	dB	Mean attenuation due to geometrical spreading
Agr	dB	Mean attenuation due to ground effect
Abar	dB	Mean attenuation due to screening
Aatm	dB	Mean attenuation due to air absorption
Amisc	dB	Mean attenuation due to foliage, industrial areas and building areas
ADI	dB	Mean directivity correction
dLrefl	dB	Level increase due to reflections
Ls	dB(A)	Unassessed sound pressure level at receiver $L_s=Lw+Ko+ADI+Adiv+Agr+Abar+Aatm+Afol_site_house+Awind+dLrefl$
dLw	dB	Correction due to source operation time
Cmet	dB	Meteorological correction
ZR	dB	Correction for rest periods
Lr	dB(A)	Assessed level of time slice

Lots 11 and 21, Frederick Street, Biggenden
 ISO9613 Calculation Method
 Predicted Operational Noise Levels at Adjacent Uses
 From Activities at Proposed Service Station

Source	Source type	time slice	Li dB(A)	R'w dB	L'w dB(A)	Lw dB(A)	l or A m,m ²	Kl dB	KT dB	Ko dB	S m	Adiv dB	Agr dB	Abar dB	Aatm dB	Amisc dB	ADI dB	dLrefl dB	Ls dB(A)	dLw dB	Cmet dB	ZR dB	Lr dB(A)
Receiver 10 Caroline Street FI GF Dir SW Leq,15min 38 dB(A)																							
Air compressor	Point	Leq,adj,1h			79.3	79.3		0.0	5.0	0	144.63	-54.2	-4.3	-2.4	-0.5		0.0	0.0	18.0	-14.8	0.0	0.0	8.2
Air compressor_beeper	Point	Leq,adj,1h			87.0	87.0		0.0	5.0	0	144.63	-54.2	0.2	-2.7	-3.8		0.0	0.0	26.4	-14.8	0.0	0.0	16.6
Delivery/Refuse truck_idling	Point	Leq,adj,1h			90.8	90.8		0.0	5.0	0	123.00	-52.8	-1.7	0.0	-0.9		0.0	0.0	35.4		0.0		
Delivery/Refuse truck_loading	Point	Leq,adj,1h			92.0	92.0		5.0	0.0	0	123.00	-52.8	-0.5	0.0	-2.7		0.0	0.1	36.1		0.0		
Fuel bowser 1	Point	Leq,adj,1h			70.9	70.9		0.0	5.0	0	148.22	-54.4	-1.7	-0.6	-1.3		0.0	0.0	13.0	-9.5	0.0	0.0	8.5
Fuel bowser 2	Point	Leq,adj,1h			70.9	70.9		0.0	5.0	0	147.61	-54.4	-1.7	-0.4	-1.3		0.0	0.0	13.1	-9.5	0.0	0.0	8.7
Fuel bowser 3	Point	Leq,adj,1h			70.9	70.9		0.0	5.0	0	138.03	-53.8	-1.5	-0.4	-1.2		0.0	0.0	14.1	-9.5	0.0	0.0	9.6
Fuel bowser 4	Point	Leq,adj,1h			70.9	70.9		0.0	5.0	0	137.50	-53.8	-1.5	-0.4	-1.2		0.0	0.0	14.1	-9.5	0.0	0.0	9.7
Fuel bowser 5	Point	Leq,adj,1h			70.9	70.9		0.0	5.0	0	127.90	-53.1	-1.3	-0.3	-1.1		0.0	0.0	15.2	-9.5	0.0	0.0	10.7
Fuel bowser 6	Point	Leq,adj,1h			70.9	70.9		0.0	5.0	0	127.38	-53.1	-1.3	-0.2	-1.1		0.0	0.0	15.3	-9.5	0.0	0.0	10.8
Fuel bowser 7	Point	Leq,adj,1h			70.9	70.9		0.0	5.0	0	107.90	-51.7	-1.4	0.0	-0.9		0.0	0.0	16.9	-9.5	0.0	0.0	12.5
Fuel bowser 8	Point	Leq,adj,1h			70.9	70.9		0.0	5.0	0	107.12	-51.6	-1.5	0.0	-0.9		0.0	0.0	17.0	-9.5	0.0	0.0	12.5
Fuel bowser 9	Point	Leq,adj,1h			70.9	70.9		0.0	5.0	0	110.08	-51.8	-1.5	0.0	-0.9		0.0	0.0	16.7	-9.5	0.0	0.0	12.2
Fuel bowser 10	Point	Leq,adj,1h			70.9	70.9		0.0	5.0	0	109.36	-51.8	-1.5	0.0	-0.9		0.0	0.0	16.7	-9.5	0.0	0.0	12.3
Fuel delivery tanker	Point	Leq,adj,1h			90.8	90.8		5.0	5.0	0	128.47	-53.2	-1.8	-0.7	-1.1		0.0	0.0	34.2	-10.8	0.0	0.0	33.4
HV movement_Driveway	Line	Leq,adj,1h			57.6	76.5	76.7	0.0	0.0	0	138.37	-53.8	-1.6	-1.4	-0.9		0.0	0.7	19.5	7.4	0.0	0.0	26.9
Ice box	Point	Leq,adj,1h			67.0	67.0		0.0	5.0	0	128.61	-53.2	-3.8	0.0	-0.4		0.0	0.0	9.6	0.0	0.0	0.0	14.6
Mechanical plant (AC & Refrigeration)	Point	Leq,adj,1h			80.0	80.0		0.0	5.0	0	130.30	-53.3	-2.8	0.0	-1.3		0.0	2.1	24.7	0.0	0.0	0.0	29.7
Forecourt_HV	PLot	Leq,adj,1h			58.5	85.5	500.1	0.0	0.0	0	109.19	-51.8	-1.3	0.0	-0.9		0.0	0.1	31.7	1.3	0.0	0.0	33.0
Forecourt_LV	PLot	Leq,adj,1h			47.3	78.1	1193.0	0.0	0.0	0	141.78	-54.0	-1.6	-1.9	-1.3		0.0	0.1	19.4	5.3	0.0	0.0	24.7

Lots 11 and 21, Frederick Street, Biggenden
 ISO9613 Calculation Method
 Predicted Operational Noise Levels at Adjacent Uses
 From Activities at Proposed Service Station

Source	Source type	time slice	Li	R'w	L'w	Lw	I or A	KI	KT	Ko	S	Adiv	Agr	Abar	Aatm	Amisc	ADI	dLrefl	Ls	dLw	Cmet	ZR	Lr
			dB(A)	dB	dB(A)	dB(A)	m,m ²	dB	dB	dB	m	dB	dB	dB	dB	dB	dB	dB	dB(A)	dB	dB	dB	dB(A)
Receiver 12 John Street FI GF Dir NW Leq,15min 42 dB(A)																							
Air compressor	Point	Leq,adj,1h			79.3	79.3		0.0	5.0	0	79.81	-49.0	-3.7	-1.3	-0.3		0.0	0.7	25.6	-14.8	0.0	0.0	15.8
Air compressor_beeper	Point	Leq,adj,1h			87.0	87.0		0.0	5.0	0	79.81	-49.0	0.1	0.0	-2.1		0.0	1.2	37.2	-14.8	0.0	0.0	27.4
Delivery/Refuse truck_idling	Point	Leq,adj,1h			90.8	90.8		0.0	5.0	0	85.99	-49.7	-2.0	-0.2	-0.7		0.0	0.1	38.2		0.0	0.0	
Delivery/Refuse truck_loading	Point	Leq,adj,1h			92.0	92.0		5.0	0.0	0	85.99	-49.7	-0.8	0.0	-2.2		0.0	0.3	39.6		0.0	0.0	
Fuel bowser 1	Point	Leq,adj,1h			70.9	70.9		0.0	5.0	0	89.82	-50.1	-1.6	0.0	-0.7		0.0	1.8	20.3	-9.5	0.0	0.0	15.9
Fuel bowser 2	Point	Leq,adj,1h			70.9	70.9		0.0	5.0	0	89.90	-50.1	-1.6	0.0	-0.7		0.0	1.9	20.3	-9.5	0.0	0.0	15.9
Fuel bowser 3	Point	Leq,adj,1h			70.9	70.9		0.0	5.0	0	83.49	-49.4	-1.5	0.0	-0.7		0.0	1.8	21.0	-9.5	0.0	0.0	16.5
Fuel bowser 4	Point	Leq,adj,1h			70.9	70.9		0.0	5.0	0	83.69	-49.4	-1.6	0.0	-0.7		0.0	1.8	21.0	-9.5	0.0	0.0	16.5
Fuel bowser 5	Point	Leq,adj,1h			70.9	70.9		0.0	5.0	0	77.99	-48.8	-1.4	0.0	-0.6		0.0	0.0	20.0	-9.5	0.0	0.0	15.5
Fuel bowser 6	Point	Leq,adj,1h			70.9	70.9		0.0	5.0	0	78.22	-48.9	-1.5	0.0	-0.6		0.0	0.0	19.9	-9.5	0.0	0.0	15.4
Fuel bowser 7	Point	Leq,adj,1h			70.9	70.9		0.0	5.0	0	69.77	-47.9	-0.9	0.0	-0.6		0.0	0.0	21.5	-9.5	0.0	0.0	17.1
Fuel bowser 8	Point	Leq,adj,1h			70.9	70.9		0.0	5.0	0	69.79	-47.9	-0.9	0.0	-0.6		0.0	0.0	21.5	-9.5	0.0	0.0	17.1
Fuel bowser 9	Point	Leq,adj,1h			70.9	70.9		0.0	5.0	0	74.86	-48.5	-1.0	0.0	-0.6		0.0	0.0	20.8	-9.5	0.0	0.0	16.4
Fuel bowser 10	Point	Leq,adj,1h			70.9	70.9		0.0	5.0	0	74.91	-48.5	-1.0	0.0	-0.6		0.0	0.0	20.8	-9.5	0.0	0.0	16.4
Fuel delivery tanker	Point	Leq,adj,1h			90.8	90.8		5.0	5.0	0	74.12	-48.4	-1.7	-0.2	-0.6		0.0	0.0	39.9	-10.8	0.0	0.0	39.1
HV movement_Driveway	Line	Leq,adj,1h			57.6	76.5	76.7	0.0	0.0	0	102.18	-51.2	-1.6	-2.0	-0.8		0.0	1.0	22.0	7.4	0.0	0.0	29.4
Ice box	Point	Leq,adj,1h			67.0	67.0		0.0	5.0	0	87.05	-49.8	-3.8	-1.8	-0.4		0.0	0.0	11.3	0.0	0.0	0.0	16.3
Mechanical plant (AC & Refrigeration)	Point	Leq,adj,1h			80.0	80.0		0.0	5.0	0	93.48	-50.4	-3.4	0.0	-1.0		0.0	2.4	27.6	0.0	0.0	0.0	32.6
Forecourt_HV	PLot	Leq,adj,1h			58.5	85.5	500.1	0.0	0.0	0	73.14	-48.3	-0.9	-1.2	-0.8		0.0	0.1	34.5	1.3	0.0	0.0	35.9
Forecourt_LV	PLot	Leq,adj,1h			47.3	78.1	1193.0	0.0	0.0	0	86.60	-49.7	-1.6	-0.8	-0.9		0.0	0.5	25.5	5.3	0.0	0.0	30.8

ATP Consulting Engineers

Lots 11 and 21, Frederick Street, Biggenden
 ISO9613 Calculation Method
 Predicted Operational Noise Levels at Adjacent Uses
 From Activities at Proposed Service Station

Source	Source type	time slice	Li	R'w	L'w	Lw	I or A	KI	KT	Ko	S	Adiv	Agr	Abar	Aatm	Amisc	ADI	dLrefl	Ls	dLw	Cmet	ZR	Lr
			dB(A)	dB	dB(A)	dB(A)	m,m²	dB	dB	dB	m	dB	dB	dB	dB	dB	dB	dB	dB(A)	dB	dB	dB	dB(A)
Receiver 17 John Street FI GF Dir SW Leq,15min 39 dB(A)																							
Air compressor	Point	Leq,adj,1h			79.3	79.3		0.0	5.0	0	118.79	-52.5	-4.1	0.0	-0.4		0.0	0.0	22.3	-14.8	0.0	0.0	12.5
Air compressor_beeper	Point	Leq,adj,1h			87.0	87.0		0.0	5.0	0	118.79	-52.5	0.2	0.0	-3.0		0.0	0.0	31.6	-14.8	0.0	0.0	21.9
Delivery/Refuse truck_idling	Point	Leq,adj,1h			90.8	90.8		0.0	5.0	0	113.84	-52.1	-1.1	-0.8	-0.9		0.0	0.3	36.2		0.0		
Delivery/Refuse truck_loading	Point	Leq,adj,1h			92.0	92.0		5.0	0.0	0	113.84	-52.1	0.1	-0.2	-2.7		0.0	0.5	37.5		0.0		
Fuel bowser 1	Point	Leq,adj,1h			70.9	70.9		0.0	5.0	0	127.10	-53.1	-1.7	0.0	-1.1		0.0	2.1	17.3	-9.5	0.0	0.0	12.8
Fuel bowser 2	Point	Leq,adj,1h			70.9	70.9		0.0	5.0	0	126.92	-53.1	-1.6	0.0	-1.0		0.0	2.2	17.3	-9.5	0.0	0.0	12.8
Fuel bowser 3	Point	Leq,adj,1h			70.9	70.9		0.0	5.0	0	118.67	-52.5	-1.6	0.0	-1.0		0.0	0.0	15.8	-9.5	0.0	0.0	11.4
Fuel bowser 4	Point	Leq,adj,1h			70.9	70.9		0.0	5.0	0	118.59	-52.5	-1.6	0.0	-1.0		0.0	0.0	15.8	-9.5	0.0	0.0	11.4
Fuel bowser 5	Point	Leq,adj,1h			70.9	70.9		0.0	5.0	0	110.57	-51.9	-1.5	0.0	-0.9		0.0	0.3	16.9	-9.5	0.0	0.0	12.4
Fuel bowser 6	Point	Leq,adj,1h			70.9	70.9		0.0	5.0	0	110.49	-51.9	-1.5	0.0	-0.9		0.0	0.3	16.9	-9.5	0.0	0.0	12.4
Fuel bowser 7	Point	Leq,adj,1h			70.9	70.9		0.0	5.0	0	95.37	-50.6	-0.8	0.0	-0.8		0.0	0.0	18.7	-9.5	0.0	0.0	14.3
Fuel bowser 8	Point	Leq,adj,1h			70.9	70.9		0.0	5.0	0	94.99	-50.5	-0.8	0.0	-0.8		0.0	0.0	18.8	-9.5	0.0	0.0	14.3
Fuel bowser 9	Point	Leq,adj,1h			70.9	70.9		0.0	5.0	0	100.04	-51.0	-0.7	-0.1	-0.8		0.0	0.0	18.3	-9.5	0.0	0.0	13.9
Fuel bowser 10	Point	Leq,adj,1h			70.9	70.9		0.0	5.0	0	99.72	-51.0	-0.8	0.0	-0.8		0.0	0.0	18.3	-9.5	0.0	0.0	13.9
Fuel delivery tanker	Point	Leq,adj,1h			90.8	90.8		5.0	5.0	0	108.18	-51.7	-2.0	0.0	-0.8		0.0	0.1	36.3	-10.8	0.0	0.0	35.6
HV movement_Driveway	Line	Leq,adj,1h			57.6	76.5	76.7	0.0	0.0	0	130.99	-53.3	-1.3	-2.5	-1.0		0.0	1.1	19.5	7.4	0.0	0.0	26.9
Ice box	Point	Leq,adj,1h			67.0	67.0		0.0	5.0	0	117.07	-52.4	-3.7	-2.4	-0.5		0.0	0.0	8.2	0.0	0.0	0.0	13.2
Mechanical plant (AC & Refrigeration)	Point	Leq,adj,1h			80.0	80.0		0.0	5.0	0	122.19	-52.7	-3.0	-0.1	-1.3		0.0	1.9	24.8	0.0	0.0	0.0	29.8
Forecourt_HV	PLot	Leq,adj,1h			58.5	85.5	500.1	0.0	0.0	0	98.51	-50.9	-0.7	-1.3	-1.0		0.0	0.1	31.8	1.3	0.0	0.0	33.1
Forecourt_LV	PLot	Leq,adj,1h			47.3	78.1	1193.0	0.0	0.0	0	122.32	-52.7	-1.6	-0.2	-1.0		0.0	0.4	22.9	5.3	0.0	0.0	28.2

Lots 11 and 21, Frederick Street, Biggenden
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From Activities at Proposed Service Station

Source	Source type	time slice	Li dB(A)	R'w dB	L'w dB(A)	Lw dB(A)	I or A m,m²	KI dB	KT dB	Ko dB	S m	Adiv dB	Agr dB	Abar dB	Aatm dB	Amisc dB	ADI dB	dLrefl dB	Ls dB(A)	dLw dB	Cmet dB	ZR dB	Lr dB(A)
Receiver 17 John Street FI GF Dir NW Leq,15min 38 dB(A)																							
Air compressor	Point	Leq,adj,1h			79.3	79.3		0.0	5.0	0	125.02	-52.9	-3.9	-1.3	-0.5		0.0	0.0	20.5	-14.8	0.0	0.0	10.7
Air compressor_beeper	Point	Leq,adj,1h			87.0	87.0		0.0	5.0	0	125.02	-52.9	0.3	0.0	-3.2		0.0	0.0	31.2	-14.8	0.0	0.0	21.4
Delivery/Refuse truck_idling	Point	Leq,adj,1h			90.8	90.8		0.0	5.0	0	118.05	-52.4	-1.0	-0.8	-1.0		0.0	0.4	36.0		0.0	0.0	
Delivery/Refuse truck_loading	Point	Leq,adj,1h			92.0	92.0		5.0	0.0	0	118.05	-52.4	0.1	-0.2	-2.7		0.0	0.6	37.3		0.0	0.0	
Fuel bowser 1	Point	Leq,adj,1h			70.9	70.9		0.0	5.0	0	132.92	-53.5	-1.4	0.0	-1.1		0.0	2.2	17.1	-9.5	0.0	0.0	12.6
Fuel bowser 2	Point	Leq,adj,1h			70.9	70.9		0.0	5.0	0	132.68	-53.4	-1.4	0.0	-1.1		0.0	2.2	17.1	-9.5	0.0	0.0	12.7
Fuel bowser 3	Point	Leq,adj,1h			70.9	70.9		0.0	5.0	0	124.17	-52.9	-1.4	0.0	-1.0		0.0	0.0	15.6	-9.5	0.0	0.0	11.1
Fuel bowser 4	Point	Leq,adj,1h			70.9	70.9		0.0	5.0	0	124.03	-52.9	-1.4	0.0	-1.0		0.0	0.0	15.6	-9.5	0.0	0.0	11.1
Fuel bowser 5	Point	Leq,adj,1h			70.9	70.9		0.0	5.0	0	115.69	-52.3	-1.4	0.0	-1.0		0.0	0.3	16.6	-9.5	0.0	0.0	12.1
Fuel bowser 6	Point	Leq,adj,1h			70.9	70.9		0.0	5.0	0	115.56	-52.2	-1.3	0.0	-0.9		0.0	0.3	16.6	-9.5	0.0	0.0	12.2
Fuel bowser 7	Point	Leq,adj,1h			70.9	70.9		0.0	5.0	0	99.56	-51.0	-0.9	0.0	-0.8		0.0	0.0	18.3	-9.5	0.0	0.0	13.8
Fuel bowser 8	Point	Leq,adj,1h			70.9	70.9		0.0	5.0	0	99.12	-50.9	-0.9	0.0	-0.8		0.0	0.0	18.2	-9.5	0.0	0.0	13.8
Fuel bowser 9	Point	Leq,adj,1h			70.9	70.9		0.0	5.0	0	104.04	-51.3	-0.9	-0.4	-0.9		0.0	0.0	17.4	-9.5	0.0	0.0	13.0
Fuel bowser 10	Point	Leq,adj,1h			70.9	70.9		0.0	5.0	0	103.66	-51.3	-0.9	-0.4	-0.9		0.0	0.0	17.4	-9.5	0.0	0.0	13.0
Fuel delivery tanker	Point	Leq,adj,1h			90.8	90.8		5.0	5.0	0	113.60	-52.1	-1.8	-0.2	-0.9		0.0	0.3	36.0	-10.8	0.0	0.0	35.2
HV movement_Driveway	Line	Leq,adj,1h			57.6	76.5	76.7	0.0	0.0	0	135.33	-53.6	-1.3	-2.6	-1.0		0.0	1.1	19.0	7.4	0.0	0.0	26.4
Ice box	Point	Leq,adj,1h			67.0	67.0		0.0	5.0	0	121.62	-52.7	-3.5	-2.4	-0.5		0.0	0.3	8.2	0.0	0.0	0.0	13.2
Mechanical plant (AC & Refrigeration)	Point	Leq,adj,1h			80.0	80.0		0.0	5.0	0	126.43	-53.0	-3.0	-1.4	-1.6		0.0	2.5	23.5	0.0	0.0	0.0	28.5
Forecourt_HV	PLot	Leq,adj,1h			58.5	85.5	500.1	0.0	0.0	0	102.56	-51.2	-0.9	-1.9	-1.2		0.0	0.2	30.5	1.3	0.0	0.0	31.8
Forecourt_LV	PLot	Leq,adj,1h			47.3	78.1	1193.0	0.0	0.0	0	127.81	-53.1	-1.5	-1.2	-1.3		0.0	0.5	21.4	5.3	0.0	0.0	26.7

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Predicted Operational Noise Levels at Adjacent Uses
From Activities at Proposed Service Station

Source	Source type	time slice	Li dB(A)	R'w dB	L'w dB(A)	Lw dB(A)	I or A m,m²	KI dB	KT dB	Ko dB	S m	Adiv dB	Agr dB	Abar dB	Aatm dB	Amisc dB	ADI dB	dLrefl dB	Ls dB(A)	dLw dB	Cmet dB	ZR dB	Lr dB(A)
Receiver 20 John Street FI GF Dir SE Leq,15min 39 dB(A)																							
Air compressor	Point	Leq,adj,1h			79.3	79.3		0.0	5.0	0	96.36	-50.7	-3.9	-7.9	-0.1		0.0	0.0	16.6	-14.8	0.0	0.0	6.8
Air compressor_beeper	Point	Leq,adj,1h			87.0	87.0		0.0	5.0	0	96.36	-50.7	0.1	-23.6	-2.2		0.0	0.0	10.7	-14.8	0.0	0.0	0.9
Delivery/Refuse truck_idling	Point	Leq,adj,1h			90.8	90.8		0.0	5.0	0	65.16	-47.3	-1.5	-4.1	-0.4		0.0	0.3	37.8		0.0		
Delivery/Refuse truck_loading	Point	Leq,adj,1h			92.0	92.0		5.0	0.0	0	65.16	-47.3	-0.5	-5.5	-1.2		0.0	0.3	37.8		0.0		
Fuel bowser 1	Point	Leq,adj,1h			70.9	70.9		0.0	5.0	0	89.80	-50.1	-1.5	-18.6	-0.3		0.0	6.4	6.8	-9.5	0.0	0.0	2.4
Fuel bowser 2	Point	Leq,adj,1h			70.9	70.9		0.0	5.0	0	88.88	-50.0	-1.5	-18.7	-0.3		0.0	0.0	0.3	-9.5	0.0	0.0	-4.1
Fuel bowser 3	Point	Leq,adj,1h			70.9	70.9		0.0	5.0	0	83.78	-49.5	-1.4	-17.4	-0.3		0.0	0.0	2.4	-9.5	0.0	0.0	-2.1
Fuel bowser 4	Point	Leq,adj,1h			70.9	70.9		0.0	5.0	0	82.92	-49.4	-1.4	-17.5	-0.3		0.0	0.0	2.4	-9.5	0.0	0.0	-2.1
Fuel bowser 5	Point	Leq,adj,1h			70.9	70.9		0.0	5.0	0	78.68	-48.9	-1.2	-3.9	-0.6		0.0	0.0	16.3	-9.5	0.0	0.0	11.9
Fuel bowser 6	Point	Leq,adj,1h			70.9	70.9		0.0	5.0	0	77.90	-48.8	-1.2	-3.9	-0.6		0.0	0.0	16.4	-9.5	0.0	0.0	12.0
Fuel bowser 7	Point	Leq,adj,1h			70.9	70.9		0.0	5.0	0	72.33	-48.2	-1.1	-3.9	-0.5		0.0	0.0	17.2	-9.5	0.0	0.0	12.8
Fuel bowser 8	Point	Leq,adj,1h			70.9	70.9		0.0	5.0	0	71.93	-48.1	-1.1	-3.9	-0.5		0.0	0.0	17.2	-9.5	0.0	0.0	12.7
Fuel bowser 9	Point	Leq,adj,1h			70.9	70.9		0.0	5.0	0	68.07	-47.7	-1.1	-4.0	-0.5		0.0	0.0	17.7	-9.5	0.0	0.0	13.2
Fuel bowser 10	Point	Leq,adj,1h			70.9	70.9		0.0	5.0	0	67.63	-47.6	-1.1	-4.0	-0.5		0.0	0.0	17.7	-9.5	0.0	0.0	13.2
Fuel delivery tanker	Point	Leq,adj,1h			90.8	90.8		5.0	5.0	0	83.51	-49.4	-1.8	-3.4	-0.5		0.0	0.0	35.6	-10.8	0.0	0.0	34.8
HV movement_Driveway	Line	Leq,adj,1h			57.6	76.5	76.7	0.0	0.0	0	67.16	-47.5	-1.7	-5.5	-0.3		0.0	1.2	22.5	7.4	0.0	0.0	30.0
Ice box	Point	Leq,adj,1h			67.0	67.0		0.0	5.0	0	69.32	-47.8	-3.1	-3.5	-0.1		0.0	2.3	14.7	0.0	0.0	0.0	19.7
Mechanical plant (AC & Refrigeration)	Point	Leq,adj,1h			80.0	80.0		0.0	5.0	0	63.78	-47.1	-2.7	-5.2	-0.3		0.0	2.3	27.0	0.0	0.0	0.0	32.0
Forecourt_HV	PLot	Leq,adj,1h			58.5	85.5	500.1	0.0	0.0	0	65.97	-47.4	-1.1	-4.6	-0.3		0.0	0.0	32.2	1.3	0.0	0.0	33.5
Forecourt_LV	PLot	Leq,adj,1h			47.3	78.1	1193.0	0.0	0.0	0	86.55	-49.7	-1.5	-6.0	-0.4		0.0	0.3	20.7	5.3	0.0	0.0	26.0

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Source	Source type	time slice	Li	R'w	L'w	Lw	I or A	KI	KT	Ko	S	Adiv	Agr	Abar	Aatm	Amisc	ADI	dLrefl	Ls	dLw	Cmet	ZR	Lr
			dB(A)	dB	dB(A)	dB(A)	m,m ²	dB	dB	dB	m	dB	dB	dB	dB	dB	dB	dB	dB(A)	dB	dB	dB	dB(A)
Receiver 22 Frederick Street FI GF Dir NE Leq,15min 39 dB(A)																							
Air compressor	Point	Leq,adj,1h			79.3	79.3		0.0	5.0	0	92.85	-50.3	-3.4	-2.8	-0.3		0.0	0.0	22.4	-14.8	0.0	0.0	12.6
Air compressor_beeper	Point	Leq,adj,1h			87.0	87.0		0.0	5.0	0	92.85	-50.3	0.4	-2.5	-2.5		0.0	0.0	32.1	-14.8	0.0	0.0	22.3
Delivery/Refuse truck_idling	Point	Leq,adj,1h			90.8	90.8		0.0	5.0	0	125.24	-52.9	-1.8	-0.6	-1.0		0.0	0.0	34.5		0.0		
Delivery/Refuse truck_loading	Point	Leq,adj,1h			92.0	92.0		5.0	0.0	0	125.24	-52.9	-0.5	-0.1	-2.9		0.0	0.0	35.5		0.0		
Fuel bowser 1	Point	Leq,adj,1h			70.9	70.9		0.0	5.0	0	98.30	-50.8	-1.2	-0.7	-0.9		0.0	0.0	17.3	-9.5	0.0	0.0	12.8
Fuel bowser 2	Point	Leq,adj,1h			70.9	70.9		0.0	5.0	0	99.23	-50.9	-1.2	-0.6	-0.9		0.0	0.0	17.3	-9.5	0.0	0.0	12.8
Fuel bowser 3	Point	Leq,adj,1h			70.9	70.9		0.0	5.0	0	105.15	-51.4	-1.3	-0.4	-0.9		0.0	2.0	18.9	-9.5	0.0	0.0	14.4
Fuel bowser 4	Point	Leq,adj,1h			70.9	70.9		0.0	5.0	0	106.01	-51.5	-1.3	-0.4	-0.9		0.0	2.0	18.8	-9.5	0.0	0.0	14.4
Fuel bowser 5	Point	Leq,adj,1h			70.9	70.9		0.0	5.0	0	112.44	-52.0	-1.3	-0.2	-0.9		0.0	2.0	18.5	-9.5	0.0	0.0	14.0
Fuel bowser 6	Point	Leq,adj,1h			70.9	70.9		0.0	5.0	0	113.25	-52.1	-1.3	-0.2	-1.0		0.0	2.0	18.4	-9.5	0.0	0.0	14.0
Fuel bowser 7	Point	Leq,adj,1h			70.9	70.9		0.0	5.0	0	127.67	-53.1	-1.2	-7.1	-0.8		0.0	0.6	9.4	-9.5	0.0	0.0	4.9
Fuel bowser 8	Point	Leq,adj,1h			70.9	70.9		0.0	5.0	0	128.45	-53.2	-1.1	-7.3	-0.8		0.0	0.6	9.2	-9.5	0.0	0.0	4.7
Fuel bowser 9	Point	Leq,adj,1h			70.9	70.9		0.0	5.0	0	129.19	-53.2	-1.2	-0.2	-1.1		0.0	0.3	15.5	-9.5	0.0	0.0	11.1
Fuel bowser 10	Point	Leq,adj,1h			70.9	70.9		0.0	5.0	0	129.95	-53.3	-1.2	-0.2	-1.1		0.0	0.3	15.5	-9.5	0.0	0.0	11.0
Fuel delivery tanker	Point	Leq,adj,1h			90.8	90.8		5.0	5.0	0	108.53	-51.7	-1.7	-0.4	-0.9		0.0	1.7	37.8	-10.8	0.0	0.0	37.0
HV movement_Driveway	Line	Leq,adj,1h			57.6	76.5	76.7	0.0	0.0	0	120.20	-52.6	-1.5	-2.1	-1.0		0.0	1.5	20.8	7.4	0.0	0.0	28.3
Ice box	Point	Leq,adj,1h			67.0	67.0		0.0	5.0	0	120.02	-52.6	-3.7	-2.1	-0.5		0.0	0.0	8.2	0.0	0.0	0.0	13.2
Mechanical plant (AC & Refrigeration)	Point	Leq,adj,1h			80.0	80.0		0.0	5.0	0	124.71	-52.9	-3.1	-13.0	-0.3		0.0	0.1	10.8	0.0	0.0	0.0	15.8
Forecourt_HV	PLot	Leq,adj,1h			58.5	85.5	500.1	0.0	0.0	0	130.40	-53.3	-1.1	-3.4	-1.1		0.0	0.2	26.9	1.3	0.0	0.0	28.2
Forecourt_LV	PLot	Leq,adj,1h			47.3	78.1	1193.0	0.0	0.0	0	102.18	-51.2	-1.3	-2.2	-1.2		0.0	0.7	22.9	5.3	0.0	0.0	28.2

ATP Consulting Engineers

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SoundPLAN 8.2

Lots 11 and 21, Frederick Street, Biggenden
ISO9613 Calculation Method
Predicted Operational Noise Levels at Adjacent Uses
From Activities at Proposed Service Station

Source	Source type	time slice	Li	R'w	L'w	Lw	I or A	KI	KT	Ko	S	Adiv	Agr	Abar	Aatm	Amisc	ADI	dLrefl	Ls	dLw	Cmet	ZR	Lr
			dB(A)	dB	dB(A)	dB(A)	m,m ²	dB	dB	dB	m	dB	dB	dB	dB	dB	dB	dB	dB(A)	dB	dB	dB	dB(A)
Receiver 22 Frederick Street FI GF Dir NW Leq,15min 39 dB(A)																							
Air compressor	Point	Leq,adj,1h			79.3	79.3		0.0	5.0	0	94.88	-50.5	-3.5	-2.9	-0.3		0.0	0.6	22.6	-14.8	0.0	0.0	12.8
Air compressor_beeper	Point	Leq,adj,1h			87.0	87.0		0.0	5.0	0	94.88	-50.5	0.4	-2.9	-2.6		0.0	0.7	32.1	-14.8	0.0	0.0	22.3
Delivery/Refuse truck_idling	Point	Leq,adj,1h			90.8	90.8		0.0	5.0	0	127.19	-53.1	-1.9	-0.7	-1.1		0.0	1.0	35.1		0.0		
Delivery/Refuse truck_loading	Point	Leq,adj,1h			92.0	92.0		5.0	0.0	0	127.19	-53.1	-0.5	-0.2	-3.0		0.0	1.0	36.3		0.0		
Fuel bowser 1	Point	Leq,adj,1h			70.9	70.9		0.0	5.0	0	99.42	-50.9	-1.2	-0.9	-0.9		0.0	0.9	17.9	-9.5	0.0	0.0	13.5
Fuel bowser 2	Point	Leq,adj,1h			70.9	70.9		0.0	5.0	0	100.35	-51.0	-1.2	-0.8	-0.9		0.0	0.9	17.9	-9.5	0.0	0.0	13.5
Fuel bowser 3	Point	Leq,adj,1h			70.9	70.9		0.0	5.0	0	106.90	-51.6	-1.3	-0.5	-0.9		0.0	2.8	19.4	-9.5	0.0	0.0	14.9
Fuel bowser 4	Point	Leq,adj,1h			70.9	70.9		0.0	5.0	0	107.76	-51.6	-1.3	-0.5	-0.9		0.0	2.8	19.3	-9.5	0.0	0.0	14.9
Fuel bowser 5	Point	Leq,adj,1h			70.9	70.9		0.0	5.0	0	114.74	-52.2	-1.3	-0.3	-1.0		0.0	3.0	19.1	-9.5	0.0	0.0	14.6
Fuel bowser 6	Point	Leq,adj,1h			70.9	70.9		0.0	5.0	0	115.54	-52.2	-1.3	-0.3	-1.0		0.0	3.1	19.1	-9.5	0.0	0.0	14.6
Fuel bowser 7	Point	Leq,adj,1h			70.9	70.9		0.0	5.0	0	130.86	-53.3	-1.2	-0.2	-1.1		0.0	0.8	15.9	-9.5	0.0	0.0	11.4
Fuel bowser 8	Point	Leq,adj,1h			70.9	70.9		0.0	5.0	0	131.66	-53.4	-1.1	-0.2	-1.1		0.0	0.2	15.2	-9.5	0.0	0.0	10.7
Fuel bowser 9	Point	Leq,adj,1h			70.9	70.9		0.0	5.0	0	132.06	-53.4	-1.2	-0.4	-1.1		0.0	0.4	15.2	-9.5	0.0	0.0	10.7
Fuel bowser 10	Point	Leq,adj,1h			70.9	70.9		0.0	5.0	0	132.83	-53.5	-1.2	-0.4	-1.1		0.0	0.4	15.1	-9.5	0.0	0.0	10.7
Fuel delivery tanker	Point	Leq,adj,1h			90.8	90.8		5.0	5.0	0	111.09	-51.9	-1.8	-0.6	-0.9		0.0	1.9	37.5	-10.8	0.0	0.0	36.7
HV movement_Driveway	Line	Leq,adj,1h			57.6	76.5	76.7	0.0	0.0	0	120.18	-52.6	-1.5	-2.1	-0.9		0.0	2.0	21.3	7.4	0.0	0.0	28.7
Ice box	Point	Leq,adj,1h			67.0	67.0		0.0	5.0	0	121.75	-52.7	-3.7	-2.2	-0.5		0.0	0.7	8.5	0.0	0.0	0.0	13.5
Mechanical plant (AC & Refrigeration)	Point	Leq,adj,1h			80.0	80.0		0.0	5.0	0	126.06	-53.0	-3.1	-13.5	-0.3		0.0	0.2	10.3	0.0	0.0	0.0	15.3
Forecourt_HV	PLot	Leq,adj,1h			58.5	85.5	500.1	0.0	0.0	0	133.36	-53.5	-1.1	-2.2	-1.3		0.0	0.6	28.0	1.3	0.0	0.0	29.3
Forecourt_LV	PLot	Leq,adj,1h			47.3	78.1	1193.0	0.0	0.0	0	102.97	-51.2	-1.4	-2.1	-1.2		0.0	1.2	23.4	5.3	0.0	0.0	28.7

Lots 11 and 21, Frederick Street, Biggenden
ISO9613 Calculation Method
Predicted Operational Noise Levels at Adjacent Uses
From Activities at Proposed Service Station

Source	Source type	time slice	Li	R'w	L'w	Lw	I or A	KI	KT	Ko	S	Adiv	Agr	Abar	Aatm	Amisc	ADI	dLrefl	Ls	dLw	Cmet	ZR	Lr
			dB(A)	dB	dB(A)	dB(A)	m,m ²	dB	dB	dB	m	dB	dB	dB	dB	dB	dB	dB	dB(A)	dB	dB	dB	dB(A)
Receiver 23A Frederick Street FI GF Dir NW Leq,15min 46 dB(A)																							
Air compressor	Point	Leq,adj,1h			79.3	79.3		0.0	5.0	0	39.39	-42.9	-2.9	-1.5	-0.2		0.0	0.4	32.1	-14.8	0.0	0.0	22.4
Air compressor_beeper	Point	Leq,adj,1h			87.0	87.0		0.0	5.0	0	39.39	-42.9	0.1	0.0	-1.0		0.0	0.6	43.8	-14.8	0.0	0.0	34.0
Delivery/Refuse truck_idling	Point	Leq,adj,1h			90.8	90.8		0.0	5.0	0	71.03	-48.0	-1.9	0.0	-0.6		0.0	0.1	40.4		0.0		
Delivery/Refuse truck_loading	Point	Leq,adj,1h			92.0	92.0		5.0	0.0	0	71.03	-48.0	-0.7	0.0	-1.9		0.0	0.1	41.5		0.0		
Fuel bowser 1	Point	Leq,adj,1h			70.9	70.9		0.0	5.0	0	47.55	-44.5	-1.2	0.0	-0.4		0.0	1.3	26.0	-9.5	0.0	0.0	21.5
Fuel bowser 2	Point	Leq,adj,1h			70.9	70.9		0.0	5.0	0	48.39	-44.7	-1.2	0.0	-0.4		0.0	1.3	25.9	-9.5	0.0	0.0	21.4
Fuel bowser 3	Point	Leq,adj,1h			70.9	70.9		0.0	5.0	0	51.92	-45.3	-1.3	0.0	-0.4		0.0	1.4	25.2	-9.5	0.0	0.0	20.8
Fuel bowser 4	Point	Leq,adj,1h			70.9	70.9		0.0	5.0	0	52.76	-45.4	-1.3	0.0	-0.4		0.0	1.4	25.1	-9.5	0.0	0.0	20.7
Fuel bowser 5	Point	Leq,adj,1h			70.9	70.9		0.0	5.0	0	57.71	-46.2	-1.4	0.0	-0.5		0.0	1.5	24.3	-9.5	0.0	0.0	19.9
Fuel bowser 6	Point	Leq,adj,1h			70.9	70.9		0.0	5.0	0	58.52	-46.3	-1.4	0.0	-0.5		0.0	1.6	24.2	-9.5	0.0	0.0	19.8
Fuel bowser 7	Point	Leq,adj,1h			70.9	70.9		0.0	5.0	0	71.72	-48.1	-1.3	0.0	-0.6		0.0	0.0	20.9	-9.5	0.0	0.0	16.5
Fuel bowser 8	Point	Leq,adj,1h			70.9	70.9		0.0	5.0	0	72.49	-48.2	-1.3	0.0	-0.6		0.0	0.0	20.8	-9.5	0.0	0.0	16.4
Fuel bowser 9	Point	Leq,adj,1h			70.9	70.9		0.0	5.0	0	73.49	-48.3	-1.3	0.0	-0.6		0.0	0.0	20.7	-9.5	0.0	0.0	16.2
Fuel bowser 10	Point	Leq,adj,1h			70.9	70.9		0.0	5.0	0	74.23	-48.4	-1.3	0.0	-0.6		0.0	0.0	20.6	-9.5	0.0	0.0	16.1
Fuel delivery tanker	Point	Leq,adj,1h			90.8	90.8		5.0	5.0	0	53.39	-45.5	-1.6	0.0	-0.4		0.0	1.1	44.3	-10.8	0.0	0.0	43.5
HV movement_Driveway	Line	Leq,adj,1h			57.6	76.5	76.7	0.0	0.0	0	72.85	-48.2	-1.8	-1.8	-0.6		0.0	0.9	25.0	7.4	0.0	0.0	32.4
Ice box	Point	Leq,adj,1h			67.0	67.0		0.0	5.0	0	66.40	-47.4	-3.5	0.0	-0.2		0.0	0.0	15.8	0.0	0.0	0.0	20.8
Mechanical plant (AC & Refrigeration)	Point	Leq,adj,1h			80.0	80.0		0.0	5.0	0	71.97	-48.1	-3.2	-11.6	-0.2		0.0	1.3	18.1	0.0	0.0	0.0	23.1
Forecourt_HV	PLot	Leq,adj,1h			58.5	85.5	500.1	0.0	0.0	0	74.73	-48.5	-1.2	-0.1	-0.6		0.0	0.1	35.2	1.3	0.0	0.0	36.6
Forecourt_LV	PLot	Leq,adj,1h			47.3	78.1	1193.0	0.0	0.0	0	52.17	-45.3	-1.4	-0.9	-0.6		0.0	0.5	30.3	5.3	0.0	0.0	35.6

Lots 11 and 21, Frederick Street, Biggenden
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From Activities at Proposed Service Station

Source	Source type	time slice	Li dB(A)	R'w dB	L'w dB(A)	Lw dB(A)	I or A m,m ²	KI dB	KT dB	Ko dB	S m	Adiv dB	Agr dB	Abar dB	Aatm dB	Amisc dB	ADI dB	dLrefl dB	Ls dB(A)	dLw dB	Cmet dB	ZR dB	Lr dB(A)
Receiver 24 Frederick Street FI GF Dir NE Leq,15min 42 dB(A)																							
Air compressor	Point	Leq,adj,1h			79.3	79.3		0.0	5.0	0	75.39	-48.5	-3.5	-1.6	-0.3		0.0	0.0	25.3	-14.8	0.0	0.0	15.5
Air compressor_beeper	Point	Leq,adj,1h			87.0	87.0		0.0	5.0	0	75.39	-48.5	0.2	0.0	-2.0		0.0	0.0	36.7	-14.8	0.0	0.0	26.9
Delivery/Refuse truck_idling	Point	Leq,adj,1h			90.8	90.8		0.0	5.0	0	93.51	-50.4	-1.9	-12.7	-0.3		0.0	7.2	32.8		0.0	0.0	
Delivery/Refuse truck_loading	Point	Leq,adj,1h			92.0	92.0		5.0	0.0	0	93.51	-50.4	-0.7	-17.0	-1.1		0.0	10.5	33.4		0.0	0.0	
Fuel bowser 1	Point	Leq,adj,1h			70.9	70.9		0.0	5.0	0	68.89	-47.8	-1.3	0.0	-0.6		0.0	0.0	21.3	-9.5	0.0	0.0	16.8
Fuel bowser 2	Point	Leq,adj,1h			70.9	70.9		0.0	5.0	0	69.36	-47.8	-1.3	0.0	-0.6		0.0	0.0	21.2	-9.5	0.0	0.0	16.7
Fuel bowser 3	Point	Leq,adj,1h			70.9	70.9		0.0	5.0	0	78.80	-48.9	-1.4	0.0	-0.6		0.0	0.0	20.0	-9.5	0.0	0.0	15.5
Fuel bowser 4	Point	Leq,adj,1h			70.9	70.9		0.0	5.0	0	79.22	-49.0	-1.4	0.0	-0.6		0.0	0.0	19.9	-9.5	0.0	0.0	15.5
Fuel bowser 5	Point	Leq,adj,1h			70.9	70.9		0.0	5.0	0	88.72	-50.0	-1.4	0.0	-0.7		0.0	1.0	19.8	-9.5	0.0	0.0	15.4
Fuel bowser 6	Point	Leq,adj,1h			70.9	70.9		0.0	5.0	0	89.17	-50.0	-1.4	0.0	-0.7		0.0	1.0	19.7	-9.5	0.0	0.0	15.3
Fuel bowser 7	Point	Leq,adj,1h			70.9	70.9		0.0	5.0	0	108.51	-51.7	-1.3	0.0	-0.9		0.0	0.4	17.5	-9.5	0.0	0.0	13.0
Fuel bowser 8	Point	Leq,adj,1h			70.9	70.9		0.0	5.0	0	109.25	-51.8	-1.2	0.0	-0.9		0.0	0.4	17.4	-9.5	0.0	0.0	13.0
Fuel bowser 9	Point	Leq,adj,1h			70.9	70.9		0.0	5.0	0	106.11	-51.5	-1.3	0.0	-0.9		0.0	1.5	18.7	-9.5	0.0	0.0	14.2
Fuel bowser 10	Point	Leq,adj,1h			70.9	70.9		0.0	5.0	0	106.83	-51.6	-1.3	0.0	-0.9		0.0	1.1	18.3	-9.5	0.0	0.0	13.9
Fuel delivery tanker	Point	Leq,adj,1h			90.8	90.8		5.0	5.0	0	89.05	-50.0	-1.8	-0.1	-0.7		0.0	1.0	39.2	-10.8	0.0	0.0	38.4
HV movement_Driveway	Line	Leq,adj,1h			57.6	76.5	76.7	0.0	0.0	0	65.39	-47.3	-0.6	-0.3	-0.4		0.0	0.2	28.1	7.4	0.0	0.0	35.5
Ice box	Point	Leq,adj,1h			67.0	67.0		0.0	5.0	0	87.72	-49.9	-3.7	-5.4	-0.1		0.0	0.3	8.2	0.0	0.0	0.0	13.2
Mechanical plant (AC & Refrigeration)	Point	Leq,adj,1h			80.0	80.0		0.0	5.0	0	86.95	-49.8	-3.2	-16.0	-0.2		0.0	0.2	11.0	0.0	0.0	0.0	16.0
Forecourt_HV	PLot	Leq,adj,1h			58.5	85.5	500.1	0.0	0.0	0	106.50	-51.5	-1.2	-2.5	-0.8		0.0	0.5	30.0	1.3	0.0	0.0	31.3
Forecourt_LV	PLot	Leq,adj,1h			47.3	78.1	1193.0	0.0	0.0	0	64.96	-47.2	-1.3	-0.1	-0.6		0.0	0.3	29.2	5.3	0.0	0.0	34.5

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SoundPLAN 8.2

Lots 11 and 21, Frederick Street, Biggenden
ISO9613 Calculation Method
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From Activities at Proposed Service Station

Source	Source type	time slice	Li dB(A)	R'w dB	L'w dB(A)	Lw dB(A)	I or A m,m²	KI dB	KT dB	Ko dB	S m	Adiv dB	Agr dB	Abar dB	Aatm dB	Amisc dB	ADI dB	dLrefl dB	Ls dB(A)	dLw dB	Cmet dB	ZR dB	Lr dB(A)
Receiver 24A Frederick Street FI GF Dir NE Leq,15min 40 dB(A)																							
Air compressor	Point	Leq,adj,1h			79.3	79.3		0.0	5.0	0	91.94	-50.3	-3.6	0.0	-0.3		0.0	0.3	25.4	-14.8	0.0	0.0	15.6
Air compressor_beeper	Point	Leq,adj,1h			87.0	87.0		0.0	5.0	0	91.94	-50.3	0.3	0.0	-2.4		0.0	0.4	35.0	-14.8	0.0	0.0	25.3
Delivery/Refuse truck_idling	Point	Leq,adj,1h			90.8	90.8		0.0	5.0	0	100.65	-51.0	-1.6	-14.3	-0.3		0.0	6.5	30.1		0.0	0.0	
Delivery/Refuse truck_loading	Point	Leq,adj,1h			92.0	92.0		5.0	0.0	0	100.65	-51.0	-0.4	-18.8	-1.2		0.0	10.1	30.6		0.0	0.0	
Fuel bowser 1	Point	Leq,adj,1h			70.9	70.9		0.0	5.0	0	82.80	-49.4	-1.3	0.0	-0.7		0.0	0.0	19.5	-9.5	0.0	0.0	15.1
Fuel bowser 2	Point	Leq,adj,1h			70.9	70.9		0.0	5.0	0	82.95	-49.4	-1.3	0.0	-0.7		0.0	0.0	19.5	-9.5	0.0	0.0	15.0
Fuel bowser 3	Point	Leq,adj,1h			70.9	70.9		0.0	5.0	0	91.25	-50.2	-1.3	0.0	-0.7		0.0	0.7	19.3	-9.5	0.0	0.0	14.8
Fuel bowser 4	Point	Leq,adj,1h			70.9	70.9		0.0	5.0	0	91.39	-50.2	-1.3	0.0	-0.7		0.0	0.7	19.3	-9.5	0.0	0.0	14.8
Fuel bowser 5	Point	Leq,adj,1h			70.9	70.9		0.0	5.0	0	99.98	-51.0	-1.3	-8.9	-0.6		0.0	5.7	14.8	-9.5	0.0	0.0	10.3
Fuel bowser 6	Point	Leq,adj,1h			70.9	70.9		0.0	5.0	0	100.20	-51.0	-1.3	-10.3	-0.5		0.0	6.7	14.4	-9.5	0.0	0.0	10.0
Fuel bowser 7	Point	Leq,adj,1h			70.9	70.9		0.0	5.0	0	118.09	-52.4	-1.1	-13.7	-0.5		0.0	0.0	3.1	-9.5	0.0	0.0	-1.3
Fuel bowser 8	Point	Leq,adj,1h			70.9	70.9		0.0	5.0	0	118.72	-52.5	-1.1	-13.8	-0.5		0.0	0.0	3.0	-9.5	0.0	0.0	-1.4
Fuel bowser 9	Point	Leq,adj,1h			70.9	70.9		0.0	5.0	0	114.59	-52.2	-1.2	-14.6	-0.5		0.0	0.0	2.5	-9.5	0.0	0.0	-2.0
Fuel bowser 10	Point	Leq,adj,1h			70.9	70.9		0.0	5.0	0	115.19	-52.2	-1.1	-14.4	-0.5		0.0	0.0	2.7	-9.5	0.0	0.0	-1.8
Fuel delivery tanker	Point	Leq,adj,1h			90.8	90.8		5.0	5.0	0	101.81	-51.1	-1.8	-0.1	-0.8		0.0	0.5	37.5	-10.8	0.0	0.0	36.7
HV movement_Driveway	Line	Leq,adj,1h			57.6	76.5	76.7	0.0	0.0	0	72.11	-48.2	-1.1	-2.7	-0.4		0.0	0.5	24.7	7.4	0.0	0.0	32.1
Ice box	Point	Leq,adj,1h			67.0	67.0		0.0	5.0	0	95.76	-50.6	-3.6	-13.1	-0.1		0.0	2.9	2.6	0.0	0.0	0.0	7.6
Mechanical plant (AC & Refrigeration)	Point	Leq,adj,1h			80.0	80.0		0.0	5.0	0	92.77	-50.3	-2.7	-18.1	-0.3		0.0	0.1	8.8	0.0	0.0	0.0	13.8
Forecourt_HV	PLot	Leq,adj,1h			58.5	85.5	500.1	0.0	0.0	0	114.26	-52.1	-0.9	-6.4	-0.4		0.0	0.2	25.9	1.3	0.0	0.0	27.2
Forecourt_LV	PLot	Leq,adj,1h			47.3	78.1	1193.0	0.0	0.0	0	78.70	-48.9	-1.3	-0.7	-0.6		0.0	0.2	26.8	5.3	0.0	0.0	32.1

ATP Consulting Engineers

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Lots 11 and 21, Frederick Street, Biggenden
 ISO9613 Calculation Method
 Predicted Operational Noise Levels at Adjacent Uses
 From Activities at Proposed Service Station

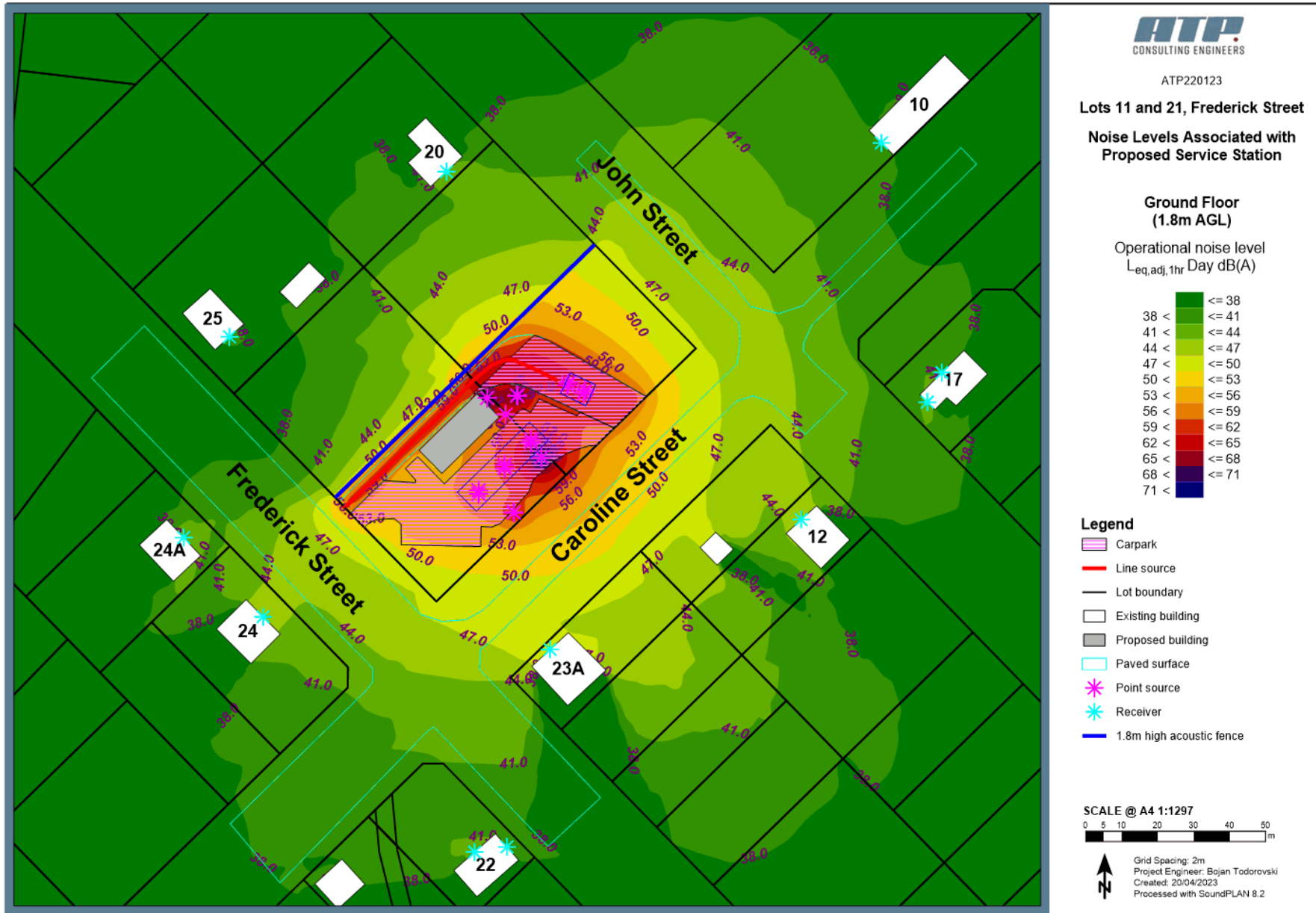
Source	Source type	time slice	Li dB(A)	R'w dB	L'w dB(A)	Lw dB(A)	I or A m,m²	KI dB	KT dB	Ko dB	S m	Adiv dB	Agr dB	Abar dB	Aatm dB	Amisc dB	ADI dB	dLrefl dB	Ls dB(A)	dLw dB	Cmet dB	ZR dB	Lr dB(A)
Receiver 25 Frederick Street FI GF Dir SE Leq,15min 36 dB(A)																							
Air compressor	Point	Leq,adj,1h			79.3	79.3		0.0	5.0	0	92.74	-50.3	-3.9	-8.6	-0.1		0.0	1.5	17.8	-14.8	0.0	0.0	8.0
Air compressor_beeper	Point	Leq,adj,1h			87.0	87.0		0.0	5.0	0	92.74	-50.3	0.1	-24.3	-2.2		0.0	13.5	23.7	-14.8	0.0	0.0	13.9
Delivery/Refuse truck_idling	Point	Leq,adj,1h			90.8	90.8		0.0	5.0	0	81.53	-49.2	-1.8	-3.8	-0.5		0.0	0.3	35.8		0.0		
Delivery/Refuse truck_loading	Point	Leq,adj,1h			92.0	92.0		5.0	0.0	0	81.53	-49.2	-0.7	-5.1	-1.5		0.0	0.5	35.9		0.0		
Fuel bowser 1	Point	Leq,adj,1h			70.9	70.9		0.0	5.0	0	81.72	-49.2	-1.4	-17.6	-0.3		0.0	9.0	11.4	-9.5	0.0	0.0	6.9
Fuel bowser 2	Point	Leq,adj,1h			70.9	70.9		0.0	5.0	0	81.23	-49.2	-1.4	-18.6	-0.3		0.0	8.7	10.0	-9.5	0.0	0.0	5.6
Fuel bowser 3	Point	Leq,adj,1h			70.9	70.9		0.0	5.0	0	84.65	-49.5	-1.4	-18.9	-0.3		0.0	8.8	9.5	-9.5	0.0	0.0	5.0
Fuel bowser 4	Point	Leq,adj,1h			70.9	70.9		0.0	5.0	0	84.24	-49.5	-1.5	-19.1	-0.3		0.0	8.9	9.4	-9.5	0.0	0.0	5.0
Fuel bowser 5	Point	Leq,adj,1h			70.9	70.9		0.0	5.0	0	88.67	-49.9	-1.4	-18.8	-0.3		0.0	6.0	6.4	-9.5	0.0	0.0	1.9
Fuel bowser 6	Point	Leq,adj,1h			70.9	70.9		0.0	5.0	0	88.40	-49.9	-1.5	-18.9	-0.3		0.0	6.0	6.2	-9.5	0.0	0.0	1.8
Fuel bowser 7	Point	Leq,adj,1h			70.9	70.9		0.0	5.0	0	99.60	-51.0	-0.7	-4.1	-0.7		0.0	0.0	14.5	-9.5	0.0	0.0	10.1
Fuel bowser 8	Point	Leq,adj,1h			70.9	70.9		0.0	5.0	0	99.88	-51.0	-0.7	-4.1	-0.7		0.0	0.0	14.5	-9.5	0.0	0.0	10.0
Fuel bowser 9	Point	Leq,adj,1h			70.9	70.9		0.0	5.0	0	94.73	-50.5	-0.8	-4.1	-0.7		0.0	0.0	14.9	-9.5	0.0	0.0	10.4
Fuel bowser 10	Point	Leq,adj,1h			70.9	70.9		0.0	5.0	0	94.99	-50.5	-0.8	-4.0	-0.7		0.0	0.0	14.8	-9.5	0.0	0.0	10.4
Fuel delivery tanker	Point	Leq,adj,1h			90.8	90.8		5.0	5.0	0	92.83	-50.3	-2.0	-14.7	-0.2		0.0	6.6	30.1	-10.8	0.0	0.0	29.3
HV movement_Driveway	Line	Leq,adj,1h			57.6	76.5	76.7	0.0	0.0	0	64.52	-47.2	-1.7	-6.0	-0.3		0.0	2.2	23.4	7.4	0.0	0.0	30.8
Ice box	Point	Leq,adj,1h			67.0	67.0		0.0	5.0	0	79.66	-49.0	-3.6	-14.6	-0.1		0.0	0.0	-0.3	0.0	0.0	0.0	4.7
Mechanical plant (AC & Refrigeration)	Point	Leq,adj,1h			80.0	80.0		0.0	5.0	0	73.52	-48.3	-2.9	-17.0	-0.2		0.0	0.1	11.6	0.0	0.0	0.0	16.6
Forecourt_HV	PLot	Leq,adj,1h			58.5	85.5	500.1	0.0	0.0	0	92.86	-50.3	-1.0	-4.3	-0.5		0.0	0.1	29.5	1.3	0.0	0.0	30.9
Forecourt_LV	PLot	Leq,adj,1h			47.3	78.1	1193.0	0.0	0.0	0	79.47	-49.0	-1.6	-6.2	-0.3		0.0	0.9	21.8	5.3	0.0	0.0	27.1

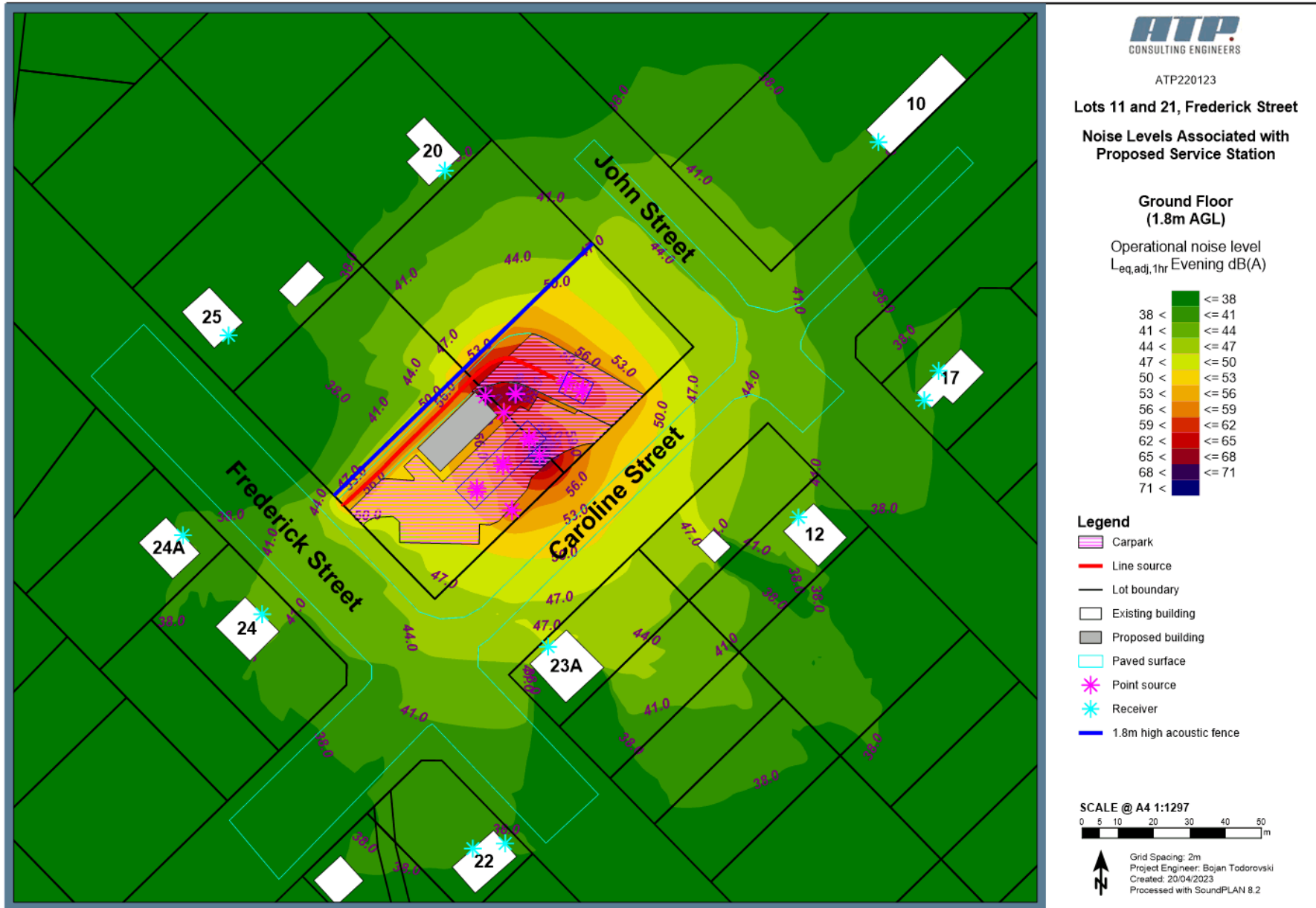
ATP Consulting Engineers

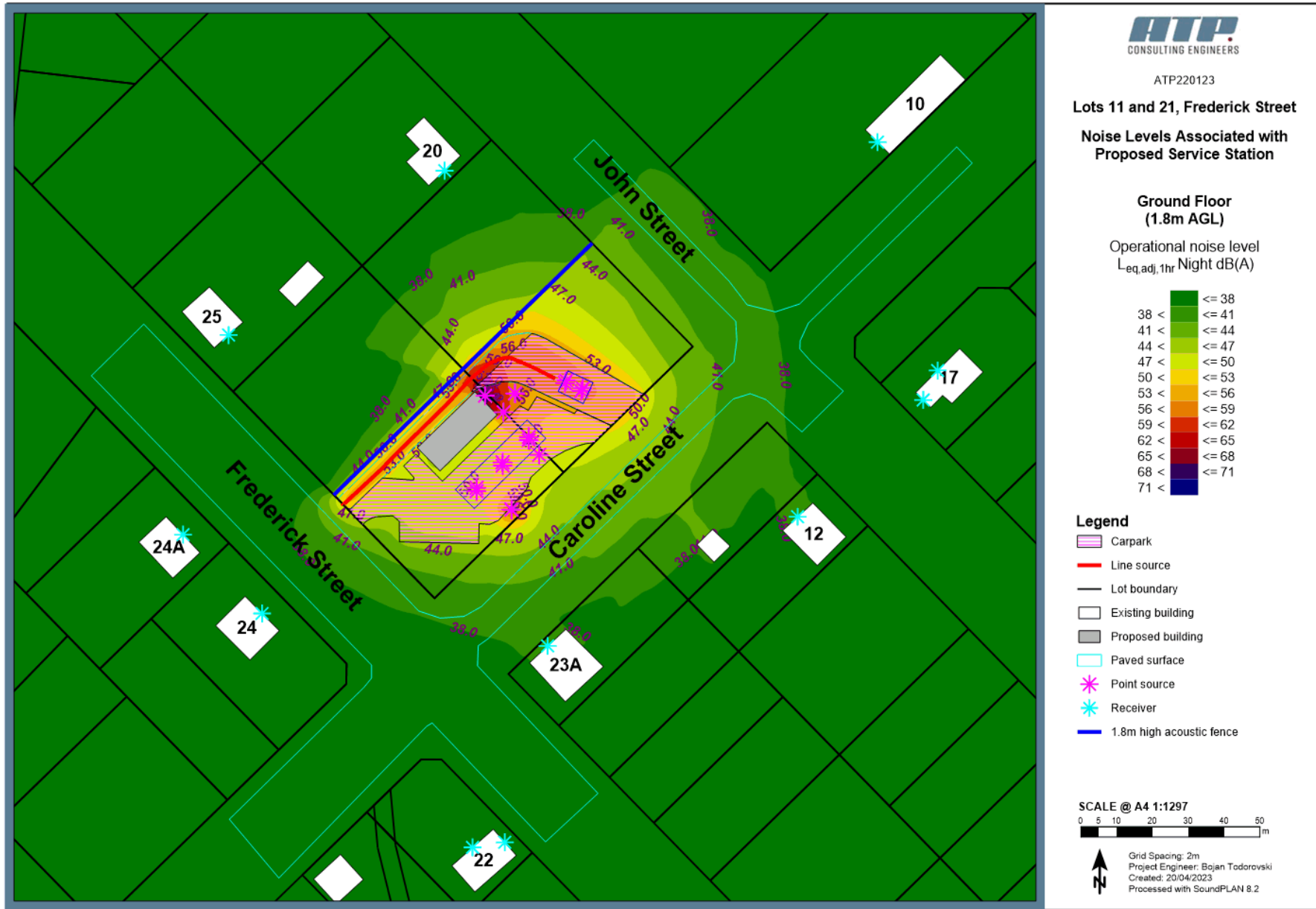


Appendix F – SoundPLAN Noise Contour Maps

Client: Samreet Pty Ltd
Doc No.: ATP220123-R-NIA-01
Doc Title: Noise Impact Assessment









Mailing Address: PO Box 390, Gayndah Qld 4625
Street Address: 34-36 Capper Street, Gayndah Qld 4625
Telephone: 1300 696 272
Facsimile: (07) 4161 1425
Email: admin@northburnett.qld.gov.au
Web: northburnett.qld.gov.au
ABN: 23 439 388 197

[Click here to enter a date.](#)

Our reference: 1180787
Application no.: DA230024

SJS Fuels Pty Ltd
C/- Project Urban
PO Box 6380
MAROOCHYDORE QLD 4558
Email— info@projecturban.com.au

Dear Applicant

RE: DEVELOPMENT APPLICATION FOR MATERIAL CHANGE OF USE – SERVICE STATION AND OPERATIONAL WORK – ADVERTISING DEVICES AT JOHN STREET AND FREDERICK STREET, BIGGENDEN (LAND DESCRIBED AS LOT 11 ON B4469 AND LOT 21 ON B4469)

Thank you for the above-mentioned development application lodged with the North Burnett Regional Council on 2 May 2023 and taken to be properly made on 4 May 2023.

Please find attached the Decision Notice for the above-mentioned development application.

Sections 71 and 72 of the *Planning Act 2016* identify when a development approval has effect and the development may start. In summary, a development approval generally has immediate effect, except when—

- if there is an appeal, after the appeal has ended;
- if there is no appeal but there was a submitter, all submitters have notified the Council that they will not appeal the decision, or when the last appeal period ends.

Please quote Council's application number: DA230024 in all subsequent correspondence relating to this development application. Should you require any clarification regarding this matter or wish to schedule a meeting, please contact Council's Development Services team on telephone 1300 696 272.

Yours sincerely,

Kim Mahoney
General Manager – Corporate and Community

Enc: Decision notice
Approved plans

Address all correspondence to the Chief Executive Officer

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Mailing Address: PO Box 390, Gayndah Qld 4625
 Street Address: 34-36 Capper Street, Gayndah Qld 4625
 Telephone: 1300 696 272
 Facsimile: (07) 4161 1425
 Email: admin@northburnett.qld.gov.au
 Web: www.northburnett.qld.gov.au
 ABN: 23 439 388 197

Decision notice — approval (with conditions)

(Given under section 63 of the Planning Act 2016)

Thank you for your development application detailed below which was properly made on 4 May 2023. The North Burnett Regional Council has assessed your application and decided it as follows—

Applicant's Details

Name: SJS Fuels Pty Ltd
 Postal Address: C/- Project Urban
 PO Box 6380
 MAROOCHYDORE QLD 4558
 Email: info@projecturban.com.au
 Phone No.: (07) 5443 2844
 Mobile No.: N/A

Location details

Street address: John Street and Frederick Street, Biggenden
 Real property description: Lot 11 on B4469 & Lot 21 on B4469
 Local government area: North Burnett Regional Council

Application details:

Application number: DA230024
 Approval sought: Development Permit
 Nature of development proposed: Material Change of Use and Operational Work
 Description of the development proposed: Service Station and Advertising Devices

Decision

Date of decision: [Click here to enter a date.](#)
 Decision details: Approved in full with conditions. These conditions are set out in [Attachment 1](#) and are clearly identified to indicate whether the assessment manager or a concurrence agency imposed them.
 This application is taken to have been approved (a deemed approval) under section 64(5) of the *Planning Act 2016*.

	Planning Regulation 2017 reference	Development Permit	Preliminary Approval
Development assessable under the planning scheme, a temporary local planning instrument, a master plan or a preliminary approval which includes a variation approval		<input checked="" type="checkbox"/>	<input type="checkbox"/>

Address all correspondence to the Chief Executive Officer

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Approved plans and specifications

Copies of the following plans, specifications and/or drawings are enclosed in attachment 3—

Drawing/report title	Prepared by	Date	Reference no.	Version/issue
Cover Page	Verve Building Design Co	11/08/2023	21276 - DA00	D
Prop. Site Plan	Verve Building Design Co	11/08/2023	21276 - DA01	F
Prop. Site Plan	Verve Building Design Co	11/08/2023	21276 - DA02	E
Building Elevations & Perspectives	Verve Building Design Co	11/08/2023	21276 - DA03	D
Building Elevations & Perspectives	Verve Building Design Co	11/08/2023	21276 - DA04	D
Building Sections	Verve Building Design Co	11/08/2023	21276 - DA06	D
Landscape Concept Plan	Project Urban	13/4/2023	21401 – SD-1	B
Plant Palette	Project Urban	13/4/2023	21401 – SD-2	B

Conditions

This approval is subject to the conditions in [Attachment 1 & 2](#). These conditions are clearly identified to indicate whether the assessment manager or concurrence agency imposed them.

Further development permits

Please be advised that the following development permits are required to be obtained before the development can be carried out:

- All Building Work
- All Plumbing and Drainage Work
- All Operational Work

Properly made submissions

The development application was publicly notified from 15 September to 6 October 2023, and the Council received five (5) properly made submissions—

Name of Submitter	Address	Electronic Address
Peter Schaper	24A Frederick Street Biggenden QLD 4621	peandol@bigpond.com
Walburga Schaper	24A Frederick Street Biggenden QLD 4621	olgaschaper@bigpond.com
Kirrily Campbell	23 Frederick Street Biggenden QLD 4621	Not applicable
Ben Holmes	25 Frederick Street Biggenden QLD 4621	bholmes83@icloud.com
Biggenden Petroleum Pty Ltd	14 Alfred Street Biggenden QLD 4621	Not applicable

Referral agencies for the application

The referral agencies for this application are—

For an application involving	Name of referral agency and address	Advice or concurrence agency
<p>State transport corridors and future State transport corridors Schedule 10, Part 9, Division 4, Subdivision 2, Table 4 of the <i>Planning Regulation 2017</i>. Material change of use of premises near a State transport corridor or that is a future State transport corridor</p>	<p>Department of State Development, Infrastructure, Local Government and Planning State Assessment and Referral Agency (SARA) E: WBBSARA@dndmip.qld.gov.au P: PO Box 979 Bundaberg QLD 4670</p>	Concurrence

Currency period for the approval

This development approval will lapse at the end of the period set out in section 85 of *Planning Act 2016*—refer <https://www.legislation.qld.gov.au/view/html/inforce/current/act-2016-025#sec.85>. A hard copy of section 85 of *Planning Act 2016* can be provided upon request.

Conditions about infrastructure

No conditions about infrastructure have been imposed under Chapter 4 of the *Planning Act 2016*

Rights of appeal

The rights of applicants to appeal to a tribunal or the Planning and Environment Court against decisions about a development application are set out in chapter 6, part 1 of the *Planning Act 2016* (<https://www.legislation.qld.gov.au/view/html/inforce/current/act-2016-025#ch.6>) and Schedule 1 of the *Planning Act 2016* (<https://www.legislation.qld.gov.au/view/html/inforce/current/act-2016-025#sch.1>). For particular applications, there may also be a right to make an application for a declaration by a tribunal (see chapter 6, part 2 of the *Planning Act 2016* – <https://www.legislation.qld.gov.au/view/html/inforce/current/act-2016-025#ch.6-pt.2>). A hard copy of the appeal rights extracted from the *Planning Act 2016* can be provided upon request.

Should you require any further assistance in the process, please contact the Council's Development Services Department on 1300 696 272.

Yours faithfully

Kim Mahoney

General Manager – Corporate and Community

Enc: Attachment 1 – conditions imposed by assessment manager
Attachment 2 – conditions imposed by concurrence agency
Attachment 3 – approved plans
Attachment 4 – appeal rights



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ABN: 23 439 388 197

Attachment 1 – Conditions Imposed by Assessment Manager

PART 1 — CONDITIONS RELATING TO MATERIAL CHANGE OF USE – SERVICE STATION

Administrative

1. Carry out the proposed development in accordance with the approved plans and documents as endorsed unless otherwise varied by a development condition or approved in writing by the Assessment Manager and with Council's standards, relevant design guides, Australian Standards and Local Laws.
2. Meet the costs of all works associated with this development at no cost to Council before commencing the use unless stated otherwise, including any necessary alteration or relocation of services, provision of upgrading of roadworks to accommodate all vehicular access works together with all public utility mains and/or installations.

Property Damage & Council Infrastructure

3. Any existing Council infrastructure or private property (including but not limited to, services, kerb, concrete structures, pits, channels, pavement, footpath, reinforced concrete pipes, reinforced concrete box culverts etc.) damaged due to the proposed works is to be rectified or replaced at the applicant's expense before the commencement of the use. The applicant must notify the Council of the affected infrastructure immediately. If damage occurs and is not replaced by the client/contractor, Council has the right to undertake the works and charge the landowner accordingly.

Amalgamate Lots

4. Amalgamate the subject land to a single lot before the lodgement of the first related Building Work or Operational Work application.

Limitations of Approved Use

5. Limit the hours of use of the Service Station, unless otherwise approved by the Assessment Manager, to between the hours of: -
 - (a) 5:00 am to 8:00 pm, on any day.
6. Service vehicle movements for fuel delivery (including loading and unloading) associated with the approved uses must be limited to the hours of: -
 - (a) 5:00 am to 8:00 pm, on any day.
7. All other service vehicle movements (including loading and unloading) associated with the approved uses must be limited to the hours of: -
 - (a) 7:00 am to 8:00 pm, on any day.
8. Waste collection vehicle movements associated with the approved uses must be limited to the hours of: -
 - (a) 7:00 am to 8:00 pm, on any day.
9. The hire, maintenance, repair, servicing or washing of vehicles is not permitted on-site.

Building Design

10. The approved building(s) must be constructed such that it incorporates the external design features as shown on the Approved Plans and/or subsequent Assessment Manager endorsed detailed design drawings, with no inclusions or future alterations being made without approval in writing by the Assessment Manager.
11. Building materials and hard surfaces used in landscape or streetscape works are not highly reflective, or likely to create glare, slippery or otherwise hazardous conditions to the surrounding neighbourhood and environment.
12. Ensure that all materials and finishes selected are easily maintained and do not readily stain, discolour or deteriorate.
13. Any security screens on the premises consist of grille or translucent screens and not solid shutters, screens or roller-doors.
14. All mechanical equipment and other service infrastructure located on the site must be fully enclosed or screened such that they are not visible from the street frontage/s, other public space, or adjoining properties
15. No part of the site may be used for outdoor storage of materials unless specified on the Approved Plans or the conditions of this development approval.
16. All building and structures shall comply with the Queensland Development Code *MP.1.4 Works over or near relevant infrastructure*.

Location of Services and Structures

17. Ensure that all utility service connections to the development are wholly contained within the site unless protected by appropriate easements.
18. Be responsible for the location and protection of any Council and public utility services infrastructure and assets that may be impacted on during construction of the development.
19. Repair all damages incurred to Council and public utility services infrastructure and assets, as a result of the proposed development immediately should hazards exist for public health and safety or vehicular safety. Otherwise, repair all damages immediately upon completion of works associated with the development.

Operational Work

20. Submit an Operational Work application to the Council detailing all civil engineering site works, earthworks, roadworks, sewer and water main construction, and stormwater management and drainage works external to the site and any other works as required by conditions of this approval. The design of these works must be approved by the Council before any works commence. All such works are to be completed to the Council's satisfaction before the commencement of the approved use. All final designs must be designed, supervised and certified by a Registered Professional Engineer of Queensland (RPEQ).
21. All works to become Council assets associated with this development must be accepted by the Council as being 'On-Maintenance' or 'Practically Complete' prior to the commencement of use.
22. Any works that are to be transferred to the Council as a public asset must be subject to a minimum twelve (12) month maintenance period following acceptance of 'On-Maintenance' during which time the developer must be responsible for the maintenance of the works, rectification of any design omissions or defects, and the repair of any construction defects that are subsequently found.

Construction Management

23. Submit to the Council, as part of an Operational Work application, a Dilapidation Survey of Council road infrastructure along the site frontages, which assesses the existing condition of the adjacent verges and road pavement. The Dilapidation Survey must include a report detailing any existing defects or damage, with photographic evidence of the existing infrastructure condition.
24. Submit to Council as part of an Operational Work application, a site-specific Construction Management Plan (CMP) for the development prepared in accordance with the Planning Scheme Policy for Development Works (SC6.2).
25. Do not undertake any construction or building work: -
 - (a) on a Saturday, or business day, before 6:30am or after 6:30pm, or
 - (b) on a Sunday or public holiday, at any time.
26. Ensure that all reasonable actions are taken to prevent sediment or sediment-laden water from being transported to adjoining properties, roads and/or stormwater drainage systems.
27. Contain all litter, building waste, and sediments on the building site by using a skip and any other reasonable means during construction to prevent release causing environmental harm and environmental nuisance. Remove and clean-up sediment or other pollutants in the event that sediment or other pollutants are tracked/released onto adjoining streets or stormwater systems, at no cost to Council.

Earthworks

28. Submit to Council as part of the first Operational Work application, a bulk-earthwork plan of the development showing the finished surface levels for the entire development. The earthworks plan must demonstrate the following:
 - (a) Drainage discharge arrangements;
 - (b) Site fill extents;
 - (c) Total earthworks balance including the volume of cut to fill within the site;
 - (d) Details of the source of external fill imported to the site and the proposed transport route; and
 - (e) Design provision to accord with AS 3798
 - (f) *Guidelines on Earthworks for Commercial and Residential Developments.*

Erosion and Sediment Control

29. Submit to Council as part of an Operational Work application, a Site-Specific Erosion and Sediment Control Plan. This Plan must be designed in accordance with the Planning Scheme Policy for Development Works (SC6.2).

Stormwater Management

30. Design and construct, in accordance with an Operational Work approval, all internal and external quantity and quality stormwater drainage infrastructure necessary to facilitate the development, generally in accordance with the Engineering Report prepared by Contour Consulting, Revision C, dated August 2023. The design of the stormwater system must incorporate Water Sensitive Urban Design (WSUD) techniques.

Note: All stormwater quality improvement devices installed because of this development is private infrastructure and must be maintained by the owner in perpetuity
31. Ensure that all stormwater runoff from the site is treated within the site boundaries before release at the legal point of discharge. The legal point of discharge is the existing street and drainage system on John Street.
32. All potentially contaminated stormwater shall pass through an approved oil/water separator before discharge to the internal stormwater management system.
33. Design and construct stormwater drainage incorporating measures to prevent any solid matter and floatable oils being carried into existing stormwater system.

Address all correspondence to the Chief Executive Officer

Page 7 of 16

34. Provide overland flow paths that do not adversely alter the characteristics of existing overland flows on other properties or that create an increase in flood damage on other properties.
35. Design and construct all internal stormwater drainage works to comply with the relevant Section/s of AS/NZS 3500.3.2.
36. Ensure that adjoining properties and roadways are protected from ponding or nuisance from stormwater because of any site works undertaken as part of the proposed development.

Roadworks

37. Design and construct, in accordance with an Operational Work approval, Frederick Street along the frontage of the proposed development to accommodate the expected vehicle types, numbers and loads, and impacts on the road pavement. Roadworks design must include, but not limited to, the following:
 - (a) Construction of a new road pavement to accommodate the expected traffic numbers/loadings. This includes a new asphalt surfacing, kerb and channel (if required) and all ancillary works (drainage, linemarking etc);
 - (b) The minimum width matching the existing Frederick Street width except where additional widening is required to accommodate manoeuvring swept paths.

Note: Council may review the required upgrading subject to a detailed assessment of the existing subgrade, pavement, and surfacing. Any works required shall be done under an Operational Work permit.

B-Double Route

38. The section of Frederick Street between Caroline Street and the Frederick St site entrance to the property is not currently an approved B-Double Route. Obtain an approval for the route to be used by multi-combination vehicles from the National Heavy Vehicle Regulator prior to allowing access to Multi-Combination vehicles via above road section.

Vehicular Access

39. Construct commercial standard crossovers between the property boundaries and the edges of the Frederick Street, and the Caroline Street road pavements, having a minimum width as shown on Contour Consulting Plan No. 3020-C02 Rev B, generally in accordance with the North Burnett Regional Planning Scheme Policy SC6.2 *Design and construction standards for non-trunk infrastructure works* or for the Caroline Street access in accordance the requirements of the Department of Transport and Main Roads. Ensure that crossover splays are designed to accommodate turning movements of a B-Double.
40. Construct any new crossovers such that the edge of the crossover is no closer than 1 metre to any existing or proposed infrastructure, including any stormwater gully pit, manhole, service infrastructure (e.g. power pole, telecommunications pit), road infrastructure (e.g. street sign, street tree, etc.).
41. Remove any redundant crossovers and reinstate the kerb and channel, road pavement, services, verge and any footpath to Council's standard/to the standard immediately adjacent.

Car Parking

42. Provide a minimum of nine (9) permanently marked car parking spaces (including one (1) person with disability (PWD) spaces), conforming to *Australian Standard AS2890.1:2004 – (Off Street Parking)* and *Australian Standard AS 2890.6:2009 (Off Street Parking for People with Disabilities)* in the locations shown on the approved plans. Such parking spaces may include charging stations for electric vehicles.
43. Design and construct all manoeuvring and parking areas with concrete, asphalt or a two-coat bitumen seal and with longitudinal gradient and crossfall for all driveways to comply with the requirements of AS2890.1.

Address all correspondence to the Chief Executive Officer

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44. Line mark or otherwise delineate all car park aisles and driveways within the development with directional arrows on the pavement to enable all vehicles to enter and leave the site in a forward gear.
45. Provide kerbs, vehicle bollards or tyre stops to control vehicular access and to protect landscaping or pedestrian areas where appropriate.
46. Install appropriate signage to direct vehicles to customer car parking spaces within the development site.
47. Ensure access to car parking spaces, vehicle loading and manoeuvring areas, and driveways remain unobstructed and available for their intended purpose during the hours of operation.

Service Vehicles

48. Provide one (1) parking space for a Small Rigid Vehicle (SRV) within the site ('Delivery Bay').
49. The fuel unloading area must accommodate a minimum 19 metre long Articulated Vehicle (AV). Ensure that the unloading area location does not impede the flow of vehicles through the site or, queue traffic onto the surrounding road network during unloading operations.
50. Carry out all service vehicles loading and unloading within the premises and ensure that service vehicle parking and access areas are kept available for these purposes at all times.

Water Supply

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

Sewerage

52. Connect the development to Council's reticulated sewerage system via a single connection. The connection must be designed in accordance with Council's standards and be approved by Council's Utility Services Section.
53. Actual connection to Council's live sewerage infrastructure must be undertaken by or under the supervision of Council.

Electricity and Telecommunications

54. Reticulated electricity and telecommunication services must be provided to the development in accordance with the standards and requirements of the relevant service provider.

Landscaping

55. Submit an Operational Work application to Council for the final detailed design of all landscaping for the development, generally in accordance with the Landscape Concept Plan SD-1 and SD-2 dated 13/04/2023, prepared by Project Urban. The detail design of these works must be approved by Council before any works commence on the site plan to Council for endorsement, and include the following—
 - (a) planting with suitable endemic species in accordance with planning scheme policy SC6.5.
 - (b) not incorporate any species identified as unacceptable in Table SC6.5.5.1—Unacceptable plant species for landscaping;
 - (c) including a mixture of trees, shrubs and ground cover using the plant palette in the Landscape concept plan.
56. Complete all approved landscaping prior to the commencement of use.

57. At all times, properly maintain the installed landscaping in accordance with the approved design and in a manner that ensures healthy, sustained and vigorous plant growth. All plant material must be allowed to grow to full form and be refurbished when its life expectancy is reached.

Fencing

58. Construct a 1.8 metre high solid, opaque acoustic barrier along the full length of the site's western common boundary to adjoining Lots 12 and 20 on B4469. The proposed acoustic barrier must meet, but not limited to, the following criteria:
- (a) be free of any gaps on the surface and at the base, other than for drainage;
 - (b) constructed of a material with a minimum surface density of 12.5 kg/m²; and
 - (c) be of durable construction.

Waste Collection and Management

59. Maintain and operate an adequate waste disposal service, including the maintenance of refuse bins, so as to not cause any visual or environmental nuisance to the surrounding environment.
60. The on-site waste receptacle storage area must:
- (a) be of a suitable size to adequately contain all waste receptacles maintained on-site; and
 - (b) be suitably screened for visual amenity; and
 - (c) be constructed and located on an imperviously paved area that is bunded and drained to sewer; and
 - (d) be provided with a hose cock and hose in the vicinity of the paved area to allow for on-site cleaning of waste receptacles.
61. Bulk waste bins are to be placed in a way that allows them to be serviced front on or transportable to enable front on servicing.
62. All internal surfaces of waste receptacles must be cleaned and sanitised on a regular basis to prevent the build-up of visible matter. Alternatively, an arrangement is to be made with a service provider to remove and replace soiled receptacles on a regular basis to prevent the build-up of visible matter.

Trade Waste

63. Trade Waste Approval(s) must be obtained before the release of any trade waste to the sewer. Grease trap(s) of an adequate capacity must be installed and maintained in an effective operational condition compliant with Trade Waste Approvals. All waste removed from grease trap(s) must be collected and disposed of by an authorised regulated waste transporter. Documentation to that effect must be maintained on-site for a minimum of twelve (12) months and be made available to an authorised person upon request.

Fuel Storage and Handling

64. Ensure the use is carried out in accordance with *Work Health and Safety Regulation 2011* and *Australian Standard AS1940 – The storage and handling of flammable and combustible liquids*.

Noise

65. Unless conditioned otherwise, the use shall comply with all noise control measures proposed in the *Noise Impact Assessment, ATP220123-R-NIA-01 Revision 0*, prepared by ATP Consulting Engineers and dated 20 April 2023.
66. The approval holder must implement all reasonable and practicable noise attenuation measures to ensure noise generated from the development does not cause an unlawful environmental nuisance, as defined under the *Environmental Protection Act 1994*.

Address all correspondence to the Chief Executive Officer

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Note: Council may request the approval holder to engage the services of an independent, suitably qualified and experienced consultant to undertake a noise impact assessment should a complaint be received and an authorised officer is of the reasonable opinion that an assessment is required to determine compliance with the Environmental Protection (Noise) Policy 2019.

67. Ensure at all times that all grates, manhole covers and the like within the premises are kept tight so as to prevent vibrational noise due to vehicle movement and equipment operation.
68. Do not allow any music or amplified sounds to be audible at any adjoining property boundary. The use of amplified sound systems or outdoor playing of music is not permitted.
69. Compressors must be located within the building envelope and be housed in acoustic enclosures so as not to cause environmental nuisance/harm.
70. All external mechanical plant, including compressors, air conditioning and refrigeration systems shall comply with the provisions in the default noise standard of the *Environmental Protection Act 1994*.

Lighting

71. Lighting used to illuminate any areas of the premises shall be angled or shaded so that light or glare does not directly or indirectly illuminate any nearby premises or roadways in such a manner as to contribute to environmental nuisance.
72. All outdoor lighting installed and operated at the premises must comply with *Australian Standard 4282:2019 - 'The Control of the Obtrusive Effects of Outdoor Lighting'*.

Note: Where an authorised person (Environmental Protection Act 1994) considers that light spillage is causing a nuisance, the person responsible for lighting shall provide an assessment report undertaken by an approved organisation or lighting professional and in accordance with the recommended procedure detailed in AS4282-1997 (Control of the obtrusive effects of outdoor lighting).

PART 2 — CONDITIONS RELATING TO OPERATIONAL WORK – ADVERTISING DEVICE

Amended Plans

73. Submit an amended and final Advertising Devices plan to the Council for endorsement that identifies the design, dimensions and location of all advertising devices associated with the approved use. When endorsed by the Assessment Manager, such plans will form part of the approved plans under this development approval.

General

74. The approved advertising device must not exceed the dimensions and sign areas shown on the Approved Plans.
75. The approved advertising devices must not be used to advertise goods and/or services not sold or conducted on the site (i.e. third-party advertising).
76. All advertising devices must be positioned wholly within the property boundaries of the subject site and must not be located within or across any easements.
77. All advertising devices are to be located clear of any roadway or vehicle crossover and be clear by a minimum of one (1) metre from any existing service infrastructure.
78. Design and construct all advertising devices to comply with the standards in Sections 3.1 and 3.2 of AS 1170.1 1989
79. All conduits, wiring, switches or other electrical apparatus installed on an advertising device must be concealed.
80. Ensure no support, fixing, or other system required for the proper installation of an advertising device is exposed or protrudes in a manner that would create a potential safety hazard.

Address all correspondence to the Chief Executive Officer

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Illumination

81. All illuminated advertising devices must only be illuminated on any day during the open operating hours of the approved use.
82. The approved advertising device must not incorporate flashing lights nor involve illumination by any means other than:
 - (a) an internal light source; or
 - (b) a down light, if externally lit.
83. Illumination resulting from direct, reflected or other incidental light emanating from the approved advertising devices must:
 - (a) incorporate a sensor to adjust illumination levels according to ambient light levels;
 - (b) not exceed a maximum surface luminance of 350 candelas per m² during hours of darkness;
 - (c) not exceed a maximum surface luminance of 6000 candelas per m² during hours of daylight;
 - (d) includes only static images or text with a dwell time of eight (8) seconds or more;
 - (e) have no content that emulates a traffic control device;
 - (f) have no animations, video or scrolling content; and
 - (g) default to a blank screen in the event of a malfunction.

Movement

84. Advertising devices must not revolve, move, contain external moving parts, change their message, flash, have a moving or flashing border, or give the impression of movement in any way.

Maintenance

85. The approved advertising device(s) must be adequately maintained to ensure the signage complies with the Approved Plans and conditions of this development approval. Any structural damage must be made safe and repaired as soon as practical.

Advice to the applicant

- *Unless otherwise explicitly identified, all conditions of this development permit must be completed to the Council's satisfaction prior to the commencement of use unless stated otherwise.*
- *This approval relates to development requiring approval under the Planning Act 2016 only. It is the applicant's responsibility to obtain any other necessary approvals, licences or permits required under State and Commonwealth legislation or council local law, prior to carrying out the development. Information with respect to other council approvals, licences or permits may be found on the North Burnett Regional Council website (northburnett.qld.gov.au). For information about State and Commonwealth requirements please consult with these agencies directly.*
- *The approval holder must apply for all relevant food business licences with Council's Environmental Health Section and obtain approval to commence the construction and fit-out of any food establishment prior to undertaking any works.*
- *Council's approval of the design does not grant approval to enter private property or private easements to undertake works. Where works is to occur on third party private property, owner's consent must be provided prior to the approval of related works.*

- *Council accepts no responsibility for the accuracy of the survey information, the design or any information or detail contained in the approved drawings and specifications. The approval is issued with reliance upon the Engineer's certification and that any aspect of the design not specified by Council policy has been undertaken with due professional diligence to accepted industry standards.*
- *This development approval does not authorise any activity that may harm Aboriginal cultural heritage. Under the Aboriginal Cultural Heritage Act 2003 you have a duty of care in relation to such heritage. Section 23(1) provides that "A person who carries out an activity must take all reasonable and practicable measures to ensure the activity does not harm Aboriginal cultural heritage." Council does not warrant that the approved development avoids affecting Aboriginal cultural heritage. It may therefore be prudent for you to carry out searches, consultation, or a cultural heritage assessment to ascertain the presence or otherwise of Aboriginal cultural heritage. The Act and the associated duty of care guidelines explain your obligations in more detail and should be consulted before proceeding.*



Mailing Address: PO Box 390, Gayndah Qld 4625
Street Address: 34-36 Capper Street, Gayndah Qld 4625
Telephone: 1300 696 272
Facsimile: (07) 4161 1425
Email: admin@northburnett.qld.gov.au
Web: www.northburnett.qld.gov.au
ABN: 23 439 388 197

Attachment 2 – Concurrence Agency Response

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Mailing Address: PO Box 390, Gayndah Qld 4625
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Attachment 3 – Approved Plans

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Please refer to the following pages for approved plans.



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Attachment 4 – Appeal Rights Planning Act 2016

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Please refer to attached document or

<https://www.legislation.qld.gov.au/view/html/inforce/current/act-2016-025#ch.6>

<https://www.legislation.qld.gov.au/view/html/inforce/current/act-2016-025#sch.1>

Attachment 6 - DA230024 Summary of Submissions

Name	Address	Type	Date	For/Against	Concerns
Peter Schaper	24a Frederick Street, Biggenden	Properly made	05/10/2023	Against	<ul style="list-style-type: none"> Impact on peaceful enjoyment of residence because of increased vehicular traffic on Frederick St, including heavy vehicles Adverse impact to property values due to increased traffic and noise Planning need for another fuel and food outlet and impact on existing businesses in a small regional township such as Biggenden Lack of publicly shared economic growth resulting from the development Lack of consideration to meet climate adaption/inclusion of new electric vehicle technology
Walburga Schaper	24a Frederick Street, Biggenden	Properly made	05/10/2023	Against	<ul style="list-style-type: none"> Impact on peaceful enjoyment of residence because of increased vehicular traffic on Frederick St, including heavy vehicles Adverse impact on property values due to increased traffic and noise
Kirrily Campbell	23 Frederick Street, Biggenden	Properly made	27/09/2023	Against	<ul style="list-style-type: none"> Increased noise impact on the surrounding residential area, particularly (resulting from increased vehicles and traffic rather than the proposed use) Loss of undeveloped residential zoned land in Biggenden during a national housing shortage Amenity impacts, including dust, fume and light pollution Adverse impact to the value of property because of proximity to numerous service stations Pedestrian safety resulting from a lack of footpaths in the broader area and no provision of new pathway infrastructure to be developed by the proposal Long-term impacts to available residential zoned land resulting from contaminating land uses such as Service Station
Ben Holmes	25 Frederick Street, Biggenden	Properly made	05/10/2023	Against	<ul style="list-style-type: none"> Impact on peaceful enjoyment of residence and health of family because of increased vehicular traffic on Frederick St, including heavy vehicles Adverse impact to value of property because of increased traffic and noise
Biggenden Petroleum Pty Ltd	14 Alfred Street, Biggenden	Properly made	06/10/2023	Against	<ul style="list-style-type: none"> Change of zoning/commercial use of residential zoned land not being in community expectations or need Lack of acknowledgement to other third party fuel retailers that operate in the local area being considered as part of economic need and impact assessment

Name	Address	Type	Date	For/Against	Concerns
					<ul style="list-style-type: none"> • Lack of community members necessary to meet staffing requirements of the development • Lack of commitment to enforce use of local community members and trades for construction of the development • Potential land contamination risk on residential zoned land • Dangerous vehicle movements resulting from large heavy vehicles exiting the site onto the Isis Highway (Caroline Street) relying on crossing into on-coming lane without any other formal obstruction (such as a raised median) • Accuracy of traffic volumes used in application material
Helene Jones	19 John Street, Biggenden	Not properly made	03/10/2023	Against	<ul style="list-style-type: none"> • Impact to storm/flooding risk of the local area because of the increased use of property and alterations needed to be made to existing stormwater infrastructure to support the development • Impact on existing downstream stormwater infrastructure that is allegedly not maintained adequately by the Council • Impacts on local soil geology of downstream property resulting from increased stormwater • Risk and impact on local wildlife in the surrounding environment from stormwater contamination • State of existing local roads being sufficient to support increased traffic

Summarised submission issues	Assessment comment
The development would negatively effect general amenity and peaceful enjoyment of private residential property	<p>The proposed development involves a commercial use (Service Station) on General residential zoned land, thus local residents in the surrounding area have raised concerns about the impact on their peaceful enjoyment and general amenity of the area. Submitters are particularly concerned about noise and traffic.</p> <p>The applicant has addressed that despite being a non-residential use, the development is located in an urban area, has a small overall built scale necessary to service the community and passing traffic, activates an otherwise under-utilised site on a major road corridor and would be connected to all necessary urban services. The applicant further states the development has been designed to include numerous measures to protect the surrounding environment, including acoustic barriers and vapour recovery systems to avoid or minimise any potential impacts to the closest sensitive receivers to the site. A conceptual landscape plan has been provided that reasonably demonstrates appropriate planting provision to create a natural and visually interesting presentation to all street frontages.</p> <p>In addition to the described design matters, proposed operating hours have been proposed generally consistent with similar businesses uses in the locale. It is necessary to consider the potential impacts of noise generated through loading and unloading of service vehicles and waste collection. Recommended conditions would limit these to daytime and early evening periods (i.e., between 7:00 am and 8:00 pm for service vehicles and waste collection, and between</p>

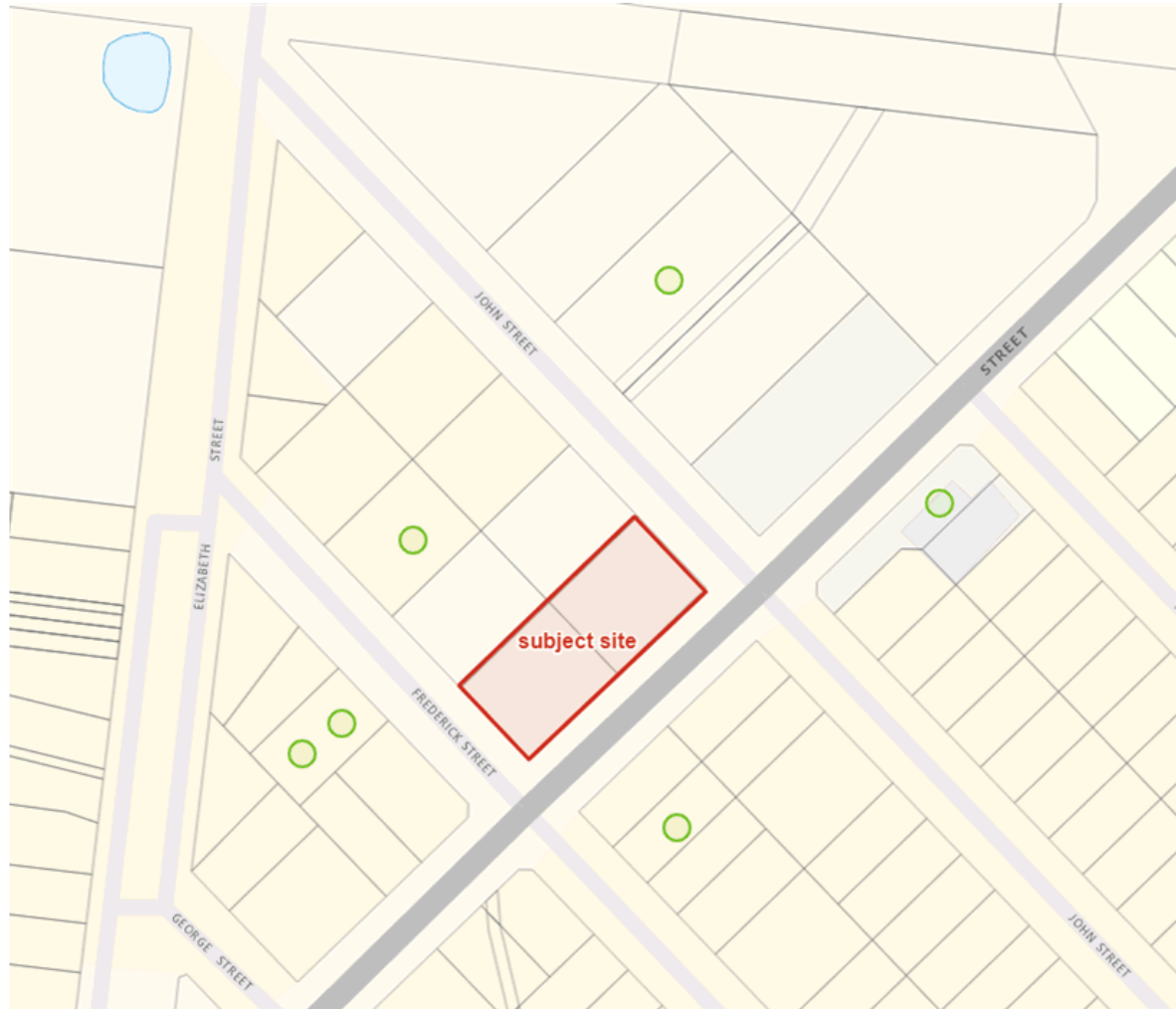
Summarised submission issues	Assessment comment
	<p>5:00 am and 8:00 pm for fuel delivery). Traffic volumes, both pre-development and post-development, of existing roads and intersections were quite low and the development would not substantially increase or worsen these.</p> <p>Subject to reasonable and relevant conditions regarding limited operating hours, building design, construction management, landscaping, acoustic fencing, site management and emissions, the development would be found to not unduly impact the general amenity of the residential locale.</p>
The development would negatively effect property values	Under the <i>Planning Act 2016</i> , matters of personal opinion (including property values) are not assessment benchmarks that may be considered in the development assessment.
Impact of increased stormwater flows from loss of pervious area / worsening of existing flood issues around the site	<p>The development application material includes stormwater management reporting, prepared by a suitably qualified Registered Professional Engineer of Queensland (RPEQ). This reporting includes analysis of stormwater quantity of the local upstream and downstream catchment and makes recommendations for measures, such as on-site detention, to offset the loss of capacity that may occur because of the development and determine necessary infrastructure to convey stormwater through and around the site. Detail design of specific measures would be provided under subsequent Operational Work applications for approval by Council prior to construction commencing. Notwithstanding, preliminary analysis and recommendations concluded that the proposal would not cause any adverse impact on the upstream or downstream environment.</p> <p>Reasonable and relevant conditions are imposed regarding appropriate stormwater management requirements and necessary information to be included under subsequent applications.</p> <p>Given the proposal incorporates stormwater detention and quality devices that result in no worsening, it would not be a reasonable or relevant requirement to require works downstream from the lawful point of discharge.</p>
Impact to local wildlife resulting from water contamination	<p>The development application material includes stormwater management reporting, prepared by a suitably qualified Registered Professional Engineer of Queensland (RPEQ). This reporting demonstrates measures the development would implement to capture stormwater generated by the development and its treatment to remove and minimise contaminants before its release to the downstream network. Such measures include the construction of a bio-retention basin and a SPEL preceptor for hydrocarbon management.</p> <p>To enforcement these measures, the recommendation includes the imposition of reasonable and relevant conditions of approval. As is common practice in such circumstances, the applicant is required to submit Operational Work drawings for Council approval of all final detailed engineering design measures.</p>

Summarised submission issues	Assessment comment
<p>Road safety impact of heavy vehicles turning to/from the State-controlled road</p>	<p>The application material indicates the largest design vehicle to be utilised by the development is a B-Double Heavy Vehicle—the maximum vehicle lawfully permitted to utilise the Isis Highway. Concern was raised by submitters that heavy vehicles exiting the site would rely on accessing across the centre median of the road and therefore impact road safety of other vehicles.</p> <p>It is noted a referral response from SARA regarding the State-controlled road corridor matters was granted approval subject to conditions. This response also approved the proposed location of a new permitted road access to the State-controlled road. Specific conditions were imposed by SARA requiring all design vehicles must not rely on access movements into adjoining lanes.</p> <p>The applicant provided a preliminary response to this concern with advice from their consulting traffic engineer confirming additional driveway widening would be provided at the road edge interface to ensure compliant turning movements for all vehicles would be achieved without trespass into on-coming lanes. Detail design of this widening would be demonstrated under Operational Work applications. Subject to these amendments being presented and in the context of the anticipated low-volume of larger heavy vehicles in a low-speed environment, the development would not unreasonably burden the safe operation of the local and State road environment.</p>
<p>Impact by development to local road networks (ie. Frederick St and John St) due to their reduced level of standard</p>	<p>The development relies upon vehicle access from its southern frontage to Frederick Street, a local access street. This access is necessary for the ingress movements to the site by service vehicles and larger heavy vehicles including up to a B-Double. Concern was shared by Council and an information request was issued seeking further information about pavement impacts to Frederick Street.</p> <p>The applicant responded with most of the necessary material that concluded the development and related vehicle movements would likely exceed existing pavement loadings of the existing road and would warrant upgrade. However, further investigation is still required to determine the full extent of pavement impact and would be conducted as part of detail design works.</p> <p>Conditions of approval have been imposed requiring the design and construction of Frederick St along the frontage of the development necessary to facilitate the development. Related works are anticipated to include new road pavement, kerb and channel and ancillary drainage, line marking etc. works.</p> <p>The development does not propose any access to or from John Street and therefore no impact or worsening of the local road network at that location would occur.</p>
<p>Loss of available residential zoned land</p>	<p>The subject site comprises two lots within the General residential zone near the centre of Biggenden. The site is proximate to urban services for connection provision and considered highly accessible with frontages to three formed roads including a State-controlled road. Vacant residential land adjoins the site to its west.</p> <p>In the broader context of the Biggenden locality, several other vacant residential areas, some partially serviced and some fully serviced, exist that may be capable of redevelopment for residential uses. Of particular note are numerous large land holdings in the General residential zone located off Edward St, Old Coach Rd, Nette St and Kimber St to the north, west and south-west of the site. Even though the development would use land in the General residential</p>

Summarised submission issues	Assessment comment
	<p>zone, on balance, the broader area of Biggenden has ample zoned land to accommodate the anticipated demand for housing.</p> <p>Further, the four lots owned by the applicant (i.e. the two that form the site plus the two adjacent lots) have been vacant for at least twenty years which does not suggest a pressing need for residential development of the site.</p>
<p>Proposed use would cause land contamination that would impact the long term availability of suitable residential zoned land</p>	<p>A Service Station is a notifiable activity and is required to be listed on the State's Environmental Management Register (EMR) / Contaminated Land Registration (CLR).</p> <p>In the instance that the proposed use is developed but then ceases to operate in future and is proposed to be returned or changed to a residential use, necessary remediation of contaminated land would be required in order to remove the site from the relevant register and permit the new residential activity to be developed. This process is considered to be standard practice for the operation and restoration of Service Station sites. No further requirements regarding this remediation matter is considered relevant to be imposed on the current proposal.</p>
<p>Community and planning need for the development / the development would not not benefit the overall community or its economic growth</p>	<p>Submitters expressed the view there was not a community and planning need for the development at this location and questioned the benefit it would provide for the local Biggenden community.</p> <p>The application material was supported by an Economic Needs Assessment that considers numerous matters regarding planning and community need and describes the commercial benefit of the proposal. An assessment against the planning scheme's strategic framework was also completed. Lastly, following receipt of the submissions made, further consideration was presented by the applicant that supports the basis of what is determined to be 'planning need' and how it applies in this instance.</p> <p>Importantly, the concept of 'need' has been tested in numerous instances by the Queensland Planning and Environment Court which has been outlined in the applicant's response to submissions.</p> <p>The following are conclusions that support the proposal from planning and community need point of view—</p> <ul style="list-style-type: none"> • The use is in the urban area of Biggenden and would contribute to the role of Biggenden as a local centre in the broader North Burnett region—with the use activating an otherwise vacant and under-utilised parcel of land. • The use would serve and support local industries and residents and travelling persons—with the availability and sale of fuel and convenience goods in a convenient and highly accessible location. • The use would generate local employment opportunities—with temporary jobs supporting the construction phase of the development and an on-going 10-12 jobs anticipated during the operational phase. Where possible, the applicant would preference construction by local contractors but ultimately this matter would be driven by reasonable market competition and tendering. • There is no empirical evidence to support the submitters' claim the proposal would erode the success or viability of similar or competing businesses—and commercial competitive impacts made as personal opinion or personal financial circumstances cannot be considered as a relevant matter under the <i>Planning Act 2016</i>. • The applicant has addressed that other regional townships of similar scale in the broader Wide Bay Burnett region (eg. Goomeri) can satisfactorily support current need for two commercial fuel retailers based on an equivalent or smaller traffic and population catchment than that of Biggenden.

Summarised submission issues	Assessment comment
	<ul style="list-style-type: none"> • Other potential fuel retailers other than BP in Biggenden (eg. Dowlings) have not been detailed or considered in the applicant's economic need investigation as source information does not indicate the site currently trades or provides commercial fuel retailing facilities, thus any sales or use of that premises would not materially impact the current proposal's assessment. • Other fuel options in the broader Wide Bay Burnett (eg. Childers, Bundaberg, Maryborough, Ban Ban Springs and Gayndah) are not relevant as they are significantly beyond a reasonable and relevant trade area/catchment considered for site-specific economic need and would not be convenient to the intended customers (ie. Biggenden residents and passing travellers). • The introduction of additional retailers to a market such as fuel sales is frequently observed to stimulate price competition where an otherwise market monopoly by a single entity was being made—thus enabling community access to fairer or at minimum alternative options for fuel pricing. Protection of commercial competition of any other entity is not a relevant planning matter. • Whilst the current proposal does not specifically address inclusions of emerging technology such as electric charging or other hybrid fuels, this does not necessarily limit their future introduction to the site as part of future growth or change to the proposal. <p>Ultimately, the proposed development will provide economic benefit that meets a reasonable current need at this site and locality through local expenditure and additional job creation.</p>

DA230024 – Map showing the location of submitters



10.2 FINANCE REPORT TO 30 NOVEMBER 2023**Doc Id:** 1182981**Author:** Michelle A. Burns, Senior Accountant
Owen Jensen, Financial Services Manager**Authoriser:** Margot Stork, Chief Executive Officer**Attachments:** 1. Finance Report - November 2023.pdf [1183456]**EXECUTIVE SUMMARY**

This report provides a summary of Council's financial performance against budget, for the financial year to 30 November 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 30 November 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 November 2023 include:

- Rates, Levies and Charges recorded in November 2023 totalling \$10.004m, are lower than the budget year-to-date figure of \$10.008m, resulting in a \$4,000 or 0.04% variance. Rates overdue has decreased from October 2023 of \$1,214,210 to November 2023 of \$1,088,669 resulting in \$125,541 being repaid, this is due to the focused internal collection period prior to external debt collection.
- 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 \$6.942m to \$6.565m; with a \$377,814 or 5.44% variance.
- Materials and Services – The result in Materials and Services of \$8.073m from a budgeted \$7.217m (variance of \$856,243, equivalent to 11.86%) which is slightly above budget at the commencement of the new financial year and reflects increased costs associated with the Road Maintenance Performance Contract and Roadworks Performance Contract.
- Depreciation is below the forecast budget of \$7.876m, at \$7.833m (resulting in a \$42,916 variance and 0.54% difference).

- 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 need to increase to maintain the ratio at acceptable levels. The ratio currently is at a cash management level of three (3) months, which is within the target range, calculated allowing for restricted funds as follows:
 - Internally restricted for building infrastructure of \$7,920
 - Externally Restricted funds including:
 - unspent capital government grants and subsidies of \$5,749,089
 - landfill management levy of \$8,287,087
 - state government prepaid waste management levy of \$1,738,004.
- 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 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 November 2023 is 3.34:1. After consideration of funds held for external and internal restrictions (as above), Council's current ratio at November 2023 is 2.04:1.
- Cash and investments as at 30 November 2023 totals \$29,840,000. After consideration of funds held for external and internal restrictions (as above), the total unrestricted cash balance available for operational purposes is currently \$14,058,000.

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 November 2023)

Areas to note

Overall, the council reported a YTD actual net operating loss before capital grants and contributions as at 30 November 2023 which is currently \$237,000 lower than predicted. The net difference is comprised of revenue higher than budget by \$668,000 and operating expenses above budget of \$430,000.

Operating Revenue

- Rates, levies, and charges revenue is below budget by \$3,453, *Water Consumption* has decreased to budget by \$11,716, *Discounts* have decreased to budget by \$17,793 and *Waste Management* is above budget by \$3,159. Whereas *General Rates* are lower than budget by \$10,267, *Natural Resource Management Levy* is lower than budget by \$62, *Water* has decreased to budget by \$1,773 and *Sewerage* has decreased by \$327 to budget and *Other Levies* - including Local Disaster Management Levy is lower than budget by \$260.
- Fees and Charges have increased to budget in September by \$264,545 due to additional *Caravan Park Takings* that are above budget by \$145,558 mainly due to increases in *Mt Perry* and *Mingo Crossing*, *Building and Development Fees* have increase by \$9,562, *Community Service Fees* are above budget by \$21,576, *Trade Waste & Recycling* revenue has increased by \$21,557 with slight increases across all waste facilities, *Other Fees and Charges* have increased by \$39,956 mainly due to rates search fees, show grounds Fees & charges and aviation fuel sales and *Licences and Registrations* have increased to budget by \$16,617, Whereas *Water and Sewer Fees* have decreased by \$9,719 to budget.
- Interest received is favourable to budget due to higher levels of average investments to date.
- Other Income is above budget by \$14,900 mainly due to an insurance recovery of \$15,055 for an older vehicle, that was damaged, being written off, Bus revenue is above budget by \$19,283. Whereas *Washdown Bays* in Gayndah, Eidsvold, and Monto are below budget by \$18,307 and Reginal Murray Williams Centre is below budget by \$3,046, other varying small amounts make up the difference.
- Recurrent Grants, subsidies, contributions is above budget by \$97,715 due to timing of early receipt of oad to Recovery income as compared to forecast.
- Rental Income has decreased from budget by \$32,165, which relates to Council housing and a minor timing difference in invoicing.
- Sales revenue is slightly above abudget by \$37,921, which is due to RMPC income at November 2023 of \$40,220, other varying small amounts make up the difference.

Operating Expenditure

- Materials & Services is above budget by \$856,243 which relates to maintenance of transport infrastructure of \$210,014, and insurance costs of \$166,971. In addition, Roadworks Performance Contract (RPC) and Road Maintenance Performance Contract (RMPC) received are higher than budget forecasts.
- Depreciation is slightly below budget by \$42,916 as at 30th November 2023, this will even out as the year progresses.

Capital revenue and expenses

- Capital Revenue is on par with budget.

YTD FY2023 - 2024

	Actual	Budget	Variance	%	Impact on net result
	\$000	\$000	\$000		
Recurrent Revenue					
Rates, levies and charges	10,004	10,008	(4)	(0%)	
Fees and charges	846	582	264	45%	▲
Interest Received	578	289	289	>100%	▲
Other Income	267	252	15	6%	
Recurrent Grants, subsidies, contributions and donations	1,531	1,433	98	7%	
Rental Income	119	151	(32)	(21%)	▼
Sales Revenue	914	876	38	4%	
Total Operating Revenue	14,258	13,590	668	5%	
Recurrent Expenses					
Employee Benefits	(6,565)	(6,942)	378	5%	
Materials & Services	(8,073)	(7,217)	(856)	(12%)	▼
Depreciation	(7,833)	(7,876)	43	1%	
Finance Costs	(34)	(40)	5	14%	▲
Total Operating Expense	(22,505)	(22,075)	(430)	(2%)	
Operating Profit / (Loss)	(8,247)	(8,485)	237	3%	
Capital Revenue and Expenses					
Capital Revenue	77	77	(0)	(0%)	
Capital Expenses	0	0	0	0%	
Net Capital Income Gain / (Loss)	77	77	(0)	(0%)	
Net Result	(8,170)	(8,407)	237	3%	

Legend:

- ▲ favourable movement
- ▼ unfavourable movement

FINANCIAL PERFORMANCE (as at November 2023)

	YTD FY2024	FY 2024
	<i>Actual</i>	<i>Budget</i>
	<i>\$000</i>	<i>\$000</i>
Current Assets		
Cash and cash equivalents	29,840	26,822
Inventories	643	515
Trade and other receivables	1,422	3,344
Contract Assets	4,035	2,787
	35,940	33,468
Non-Current Assets		
Property, plant and equipment	967,274	933,611
	967,274	933,611
Total Assets	1,003,214	967,079
Current Liabilities		
Current Borrowings QTC	(115)	(170)
Contract Liabilities	(5,749)	(2,500)
Other Current Liabilities	(1,908)	(1,724)
Current Provisions	(2,429)	(3,209)
Trade and other payables	(550)	(2,620)
	(10,751)	(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	(26,623)	(19,695)
Net Community Assets	976,591	947,384
Community Equity		
Asset revaluation reserve	(239,795)	(176,757)
Retained surplus/(deficiency)	(736,796)	(770,627)
Total Community Equity	(976,591)	(947,384)

Areas to note

Assets

- YTD Cash and cash equivalents has decreased from 31 October 2023 to 30 November 2023 by \$2,167,000. This is due to additional costs incurred relating to major works including flood damage repairs, and the Biggenden Water Treatment Plant.

- Trade and other receivables have decreased from 31 October 2023 to 30 November 2023 by \$446,000, which is consistent at this time of year as the rating period comes to an end and also relates to timing of claims for major works completed.

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

Liabilities

- Current Liabilities have increased from 31 October 2023 to 30 November 2023 by \$386,000 in line with recognition of revenue received and work completed for grant funded projects. Contract liabilities of \$5,749,000 relates to capital grants received in advance and as respective projects are completed, the revenue is therefore able to be recognised for these grants.

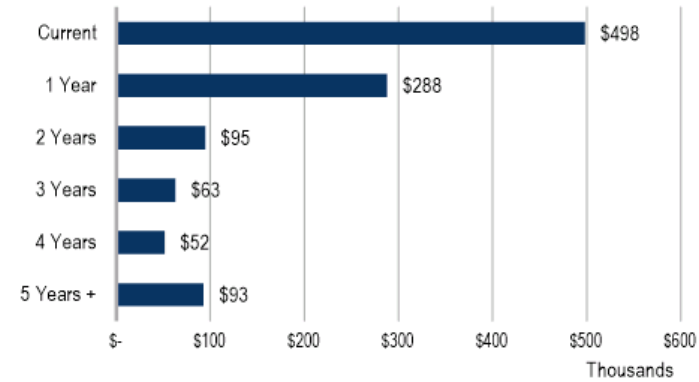
- Other non-current liabilities of \$891,535 relate to the prepayment of the state government waste levy charges for the years 2024-2025 to 2025-2026. These payments will be brought to account in their respective future years.

RATES OVERDUE (as at November 2023)

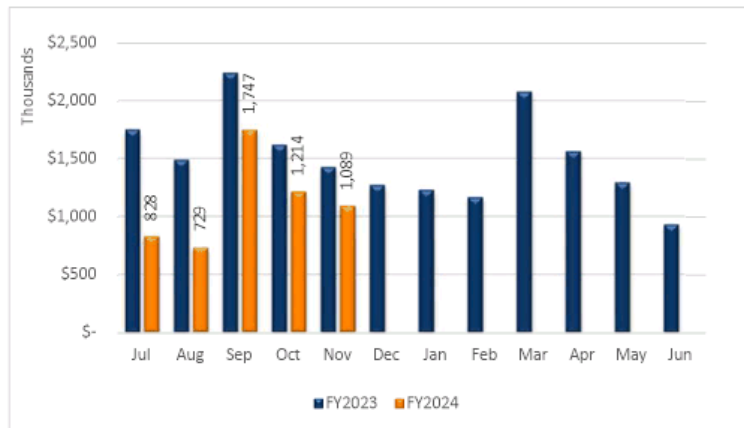
Areas to note

- In November 2023 the rates overdue has decreased from October 2023. This has been a decrease from October (\$1,214,210) to November (\$1,088,669) of \$125,540.
- In November 2023 the rates overdue balance has decreased by 10.34%.
- Approximately 72.23% of rates overdue as at 30 November 2023 are less than one year overdue.
- Discount take up for 23/24 year to date is 86.48% compared to discount take up in the 22/23 year of 89.44%.

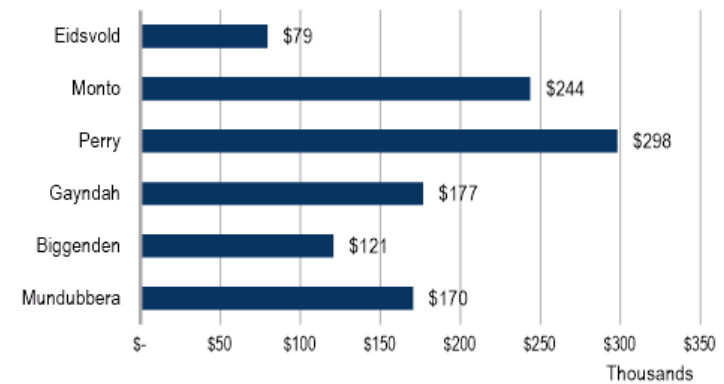
Overdue rates by age



Overdue rates balance



Overdue rates by location



11 WORKS

11.1 GRANT OPPORTUNITY - REMOTE AIRSTRIP UPGRADE PROGRAM

Doc Id: 1182969

Author: Allan Hull, Civil Works Manager

Authoriser: Margot Stork, Chief Executive Officer

Attachments: Nil

EXECUTIVE SUMMARY

The purpose of this report is to seek Council's endorsement of a grant application for Round 10 of the Remote Airstrip Upgrade (RAU) Program to extend the hardstand parking area at the Gayndah Aerodrome to accommodate increasing traffic.

Applications are for 50% of eligible costs and require Council's support for the project, and confirmation that Council is willing to accept responsibility to complete the project and meet the costs of the project not covered by grant funding.

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:

1. An application under the Remote Airstrip Upgrade (RAU) Program to construct a hardstand parking area for light aircraft at the Gayndah Airstrip; and
2. That Council accept responsibility to complete the project and meet the costs of the project not covered by grant funding.
3. A budget amendment to increase the capital budget by \$250,000, noting that \$125,000 would be external funding and \$125,000 from Council funding.

REPORT

The Australian Government recently opened Round 10 of the Remote Airstrip Upgrade (RAU) Program to enhance the safety and accessibility of airstrips in remote and very remote areas of Australia. As an eligible airstrip owner, Council can apply for grants of between \$5,000 and \$3million to improve aerodromes in remote areas of Australia, to provide year-round all-weather access and improve delivery of essential goods and services. This forms part of the Australian Government's commitment to invest in the future of remote communities by assisting airport or aerodrome owners/operators to undertake essential works, promoting aviation safety and access.

The North Burnett Regional Council's Gayndah Aerodrome is the only CASA Certified Airstrip in the North Burnett Region. Due to the remote location of the aerodrome, the apron and hardstand area are combined, and used for both parking and refuelling. The apron was only ever designed for refuelling not parking.

Due to Gayndah Airport's locality, it has become a well-positioned refuelling airport for all traffic heading west. The increasing use and popularity of the aerodrome with light commercial and private aviators has led to multiple aircraft parking on the apron throughout the day. For example:

- The local twin engine mail plane parks on the apron five days a week for eight hours/day all year and is an essential transport service for our region.
- Any emergency visit from the Royal Flying Doctor Service (RFDS) could result in a safety issue, as there is limited room for the RFDS plane to turn on the apron.
- Gayndah airport also accommodates helicopters for refuelling and hard standing over night.

It is proposed to apply for a grant under the RAU program to extend the hardstand parking area to accommodate the increasing traffic. The proposed upgrade would provide a safe parking area (55m x 60m) while ensuring aircraft can safely turn and refuel.

Applications are for 50% of eligible costs and close on Friday 15 December 2023. The project must be completed within 24 months of commencement but no later than 30 April 2026.

CONSULTATION

Internal consultation has been carried out.

RISK IMPLICATIONS

Reputation / Political

Not applicable.

Occupational Health & Safety (WHS)

Not applicable.

Financial Impact

The estimated cost of the project is \$250,000 with Council's contribution being 50% or \$125,000.

Due to the funding guidelines requiring Council's commitment to fund 50% of the project costs, it is necessary to increase the 2023/24 budget. It should however be noted that if Council's application is successful, it is likely that a significant proportion of the budget will need to be carried over into the 2024/25 budget.

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 Remote Airstrip Upgrade (RAU) Program provides an opportunity for Council to construct a safe parking area while ensuring aircraft can safely turn and refuel.

12 COUNCILLOR REPORTS

12.1 MAYOR AND COUNCILLORS REPORTS

Doc Id: 1182463

Author: Tegan Bauer, Executive Assistant to the Mayor

Authoriser: Margot Stork, Chief Executive Officer

Attachments: 1. Cr Giddins - Councillor Report for November 2023.pdf [1182464]
2. Mayor Hotz - Councillor Report for November 2023.pdf [1182486]

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 November 2023 to 30 November 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 1 November 2023 in Gayndah

As per the 2023 Meeting Schedule, the Council General Meeting was held on Wednesday 22 November 2023 in Gayndah.

OFFICER COMMENTS/CONCLUSION

Nil.

OFFICERS RECOMMENDATION

That Council receives the Councillor Reports for the period 1 November 2023 to 30 November 2023.

COUNCILLOR DAEL GIDDINS**NOVEMBER, 2023**

Date	Meeting/Function	Location	Comments
02/11/2023	Bundaberg DDMG/LDMG	Gayndah	Combined meeting to update various department on the Fires within our Region
04/11/2023	Jake Ellwood & Tom (QRA)	Gayndah, Eidsvold, regions	Toured the areas within our Region with Jake Ellwood (QRA) to understand the impact that was had on landholders within our Region
07/11/2023	Fleur McDonald Event	Mundubbera Library	Engaged with participants at Storytime,
08/11/2023	Burnett State College Awards	Gayndah	Assisted with presentation of Awards to Students.
10/11/2023	LGAQ Webinar – Alison Smith & Sally Stannard – Acting Director General of TMR	Teams Webinar - Gayndah	Discussion around T.I.D.S. Road Safety, Heavy Vehicle Accesses. Also spoke on Federal funding for Local Government
11/11/2023	Local Resident Funeral	Gayndah	Attended
11/11/2023	Gayndah Remembrance Day Service	Gayndah	Laying of Council wreath
12/11/2023	140 th Anniversary of the Boolboonda Tunnel	Mt Perry	Attended this Function with Mayor, Cr Dingle, Mayor Jack Dempsey & several Councillors from Bundaberg Regional Council
13/11/2023	Resident Funeral	Mundubbera	Attended
14/11/2023	North Burnett Recovery Group	Gayndah (Teams)	Attended mtg with relevant agencies to assist with Recovery after the Fires
14/11/2023	Gayndah St Joseph's Award Night	Gayndah	Attended School function and assisted with presentation of awards.
15/11/2023	NBRC Councillor Team Building Workshop	Gayndah	Attended Workshop
16/11/2023	Bundaberg DDMG Meeting	Gayndah (Teams)	Update on current Disaster and briefing from various agencies

Date	Meeting/Function	Location	Comments
17/11/2023	Gayndah State Primary School	Gayndah	Assisting with School event
18/11/2023	Gayndah Art Galley Exhibition	Gayndah	Attending the Opening "Love Letters"
20/11/2023	John Peterson Bridge Media Opening	Mundubbera	Media Opening of Bridge with Bruce Saunders and TMR
22/11/2023	Mt Perry Development Board	Mt Perry	Meeting with Community Rural Fire Brigade to discuss concerns around how to be prepared in Fires and who takes the lead in this event.
23/11/2023	District School Swimming Carnival	Gayndah	Assist with the event.
24/11/2023	Resident Funeral	Gayndah	Attended
25/11/2023	Judith Woodman-Huth's Retirement	Gayndah	Attended function in recognition of 40 years of service to our Schools in Gayndah & Mundubbera
25/11/2023	Gayndah RSL Sub-Branch	Gayndah	Attended Annual Dinner and conducted part of the ceremony during the evening.
28/11/2023	Binjour State School Awards Night	Binjour	Assist with the presentation of Awards to the Students
29/11/2023	NBRC Audit & Risk Committee Meeting	Gayndah	Attended Meeting
30/11/2023	Gayndah State Primary School Awards	Gayndah	Assist with presentation of Awards

MAYOR LES HOTZ**NOVEMBER, 2023**

Date	Meeting/Function	Location	Comments
01/11/2023	Local Disaster Management Group (LDMG) Meeting	Gayndah	
03/11/2023	Fires at Eidsvold and South of Gayndah	Eidsvold/Gayndah	Met with fire crew at Eidsvold, travelled to Gayndah to meet with incident control unit at the Gayndah Mount Perry intersection
04/11/2023	Queensland Reconstruction Authority (QRA) Meeting	Gayndah	Fodder Drop and inspection of fire scene and meeting with residents in Eidsvold and Gayndah with inspector Jake Ellwood
06/11/2023	Meeting with community member	Monto	Community member researching Monto History for the 100 th Anniversary
06/11/2023	Meeting with Police Inspector Bundaberg re fires in Eidsvold and Gayndah	Eidsvold/Gayndah	Inspection of fire sites in Eidsvold, Grosvenor and Gayndah
07/11/2023	Meeting with community member	Mundubbera	Concerns regarding road train access
08/11/2023	Meeting with community member	Mundubbera	Concerns regarding Telstra service
08/11/2023	Burnett State College Annual Awards Evening	Gayndah	
09/11/2023	Meeting with community member	Mount Perry	Mount Perry Community Development Board discussions
09/11/2023	Biggenden State School Annual Awards Night	Biggenden	
11/11/2023	Remembrance Day Service	Gayndah	
11/11/2023	Mount Perry Heritage Dinner	Mount Perry	
12/11/2023	140 th Anniversary of the Boolboonda Tunnel	Mount Perry	Mayor Jack Dempsy, Cr Dingle, Cr Giddins attended
14/11/2023	Meeting with Community Member	Mundubbera	Regarding immigration support

Date	Meeting/Function	Location	Comments
14/11/2023	Meeting with Community Member	Binjour	Regarding road drainage issues
14/11/2023	Meeting with Community Member	Mundubbera	Regarding Mundubbera Washdown Bay
14/11/2023	St Joseph's Primary School Awards Night	Gayndah	
15/11/2023	Councillor Team Building Workshop	Gayndah	
16/11/2023	Meeting with Community Member	Mount Perry	Various Matters – Cr Dingle attended as well
16/11/2023	Eidsvold Housing Allocation Meeting	Bundaberg	Regarding allocation of housing in Eidsvold
16/11/2023	Meeting with Community Member	Mount Perry	Regarding amalgamation of blocks
17/11/2023	Monto State High School Awards Ceremony	Monto	
20/11/2023	Official Opening John Peterson Bridge with Assistant Minister Bruce Saunders MP	Mundubbera	
21/11/2023	Meeting with Assistant Minister Bruce Saunders MP – Cania Road intersection and Monto Mount Perry Road	Monto	Community users present
22/11/2023	Community Councillor Session	Gayndah	
22/11/2023	Mount Perry Community Disaster Preparedness Evening	Mount Perry	
23/11/2023	Meeting with Community Member	Eidsvold	Regarding concerns of lack of doctors/health
23/11/2023	Regional Roads and Transport Group (RRTG) Meeting	Online	Questions raised regarding membership and expenditure of funds for 2023/2024
23/11/2023	Discussion with Department of Agriculture and Fisheries (DAF)	Gayndah	Meeting with Jamie Gorry, Rolfe Ellem and Stephanie Denman

Date	Meeting/Function	Location	Comments
23/11/2023	St Therese's Celebration Night	Monto	
27/11/2023	Discussion on Long Service Daycare	Monto	Discussion on long service daycare with community members and Cr Jones
27/11/2023	Monto Rate Payers Association Meeting	Monto	
28/11/2023	Official Opening of New Biggenden Hospital Staff Accommodation	Biggenden	
28/11/2023	Meeting with Department State Development Infrastructure, Local Government and Planning (DSDILGP)	Gayndah	
28/11/2023	So you want to be a Councillor session	Gayndah	
30/11/2023	Councillor Road Portfolio Meeting	Mundubbera	

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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 REVIEW OF COUNCIL CONTROLLED CARAVAN PARKS

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 EMERGENT OPPORTUNITY - STAFF HOUSING

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 2022-2023 FINANCIAL AUDIT - FINAL MANAGEMENT LETTER

This matter is considered to be confidential under 254J - 254J(3)(i) of the Local Government Regulation, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with a matter the local government is required to keep confidential under a law of, or formal arrangement with, the Commonwealth or a State.

14.4 PROGRESS REPORT ON THE IMPLEMENTATION OF INTERNAL AND EXTERNAL AUDIT RECOMMENDATIONS

This matter is considered to be confidential under 254J - 254J(3)(i) of the Local Government Regulation, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with a matter the local government is required to keep confidential under a law of, or formal arrangement with, the Commonwealth or a State.

14.5 INTERNAL AUDIT PROGRAM

This matter is considered to be confidential under 254J - 254J(3)(i) of the Local Government Regulation, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with a matter the local government is required to keep confidential under a law of, or formal arrangement with, the Commonwealth or a State.

14.6 PROCUREMENT EXCEPTION - SPECIALISED DATA CONVERSION SERVICES

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.

14.7 PROCUREMENT EXCEPTION - PROVISION OF QUARRIED GRAVEL MATERIALS

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.

14.8 PROCUREMENT EXCEPTION - PROVISION OF ASIST WORKSHOPS TO NORTH BURNETT COMMUNITY

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