



# Chief Executive Notice

## Notice about the process for amending a planning scheme under section 18(3) of the *Planning Act 2016*

### Proposed Planning Scheme Amendment No.17 (Tailored Amendment – Bundaberg Health and Enterprise Precinct) - Bundaberg Regional Council

#### Introduction

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This notice is given by the Chief Executive of the Department of State Development, Infrastructure and Planning (the Department) administering the *Planning Act 2016* (the Planning Act) in accordance with section 18(3) of the Planning Act, with respect to the planning scheme amendment proposed by the Local Government (proposed amendment) by way of notice under section 18(2) of the Planning Act.

Part A of this notice sets out the steps undertaken for the planning and preparation of the proposed planning scheme amendment prior to the issuing of this notice. Parts B & C of this notice set out the process that applies to the proposed amending of this planning scheme, and the entity responsible for each step in the process<sup>1</sup>.

The process stated in this notice must be followed by the Local Government in accordance with section 18(6) of the Planning Act.

#### 1. Chief Executive Powers and Functions

The Chief Executive delegates under section 282 of the *Public Sector Act 2022* the functions and powers of the Chief Executive under this notice to the following delegates:

- 1.1 For Chief Executive functions and powers listed in Part B of this notice:
  - (a) Deputy Director-General, Planning Group
  - (b) Executive Director, Planning Group
  - (c) Director, Planning Group
  - (d) Manager, Planning Group
- 1.2 For Chief Executive functions and powers listed in Part C of this notice, the person stated as the delegate for each step in Column 4 of Table 2.

Chief Executive delegations exclude the power to subdelegate.

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<sup>1</sup> Where the functions and powers of the Chief Executive under this notice may be appropriately performed or exercised by an officer in Planning Group in the Department, this notice includes the delegation of the Chief Executive.

## Part A – Planning and preparation

Early and ongoing engagement with the State Government and other stakeholders identifies and helps address issues early in the plan-drafting process.

Table 1 sets out the steps that the Local Government has advised the Chief Executive have been undertaken for the planning and preparation of the proposed planning scheme amendment prior to the issuing of this notice.

**Table 1: Planning and preparation steps**

Step No.	Summary of action/s	Specific action/s
Step A	Early engagement with State agencies and other relevant parties	<p>Early engagement<sup>2</sup> has been undertaken on the proposed planning scheme amendment with the following State agencies and other relevant parties:</p> <ul style="list-style-type: none"><li>• Council officers provided the draft planning scheme amendment package to the Department seeking feedback via email dated 16 June 2025. This draft amendment package was sent to Wide Bay Burnett State Assessment and Referral Agency (SARA), Queensland Health and the Department of Transport and Main Roads for preliminary feedback prior to commencing the formal amendment process.</li><li>• In terms of other relevant parties, the draft amendment package was also sent to the two key landowners within the local plan area for preliminary feedback on 22 May 2025.</li><li>• Prior to the drafting of the planning scheme amendment, the consultants (Mewin Planning Pty Ltd) engaged with key landowners, Bundaberg Brewed Drinks, Economic Development Queensland, the Department, private hospitals in the region, and Queensland Health.</li><li>• Prior to the local planning project completed by Mewin Planning Consultants Pty Ltd, the Queensland Government engaged Urbis Pty Ltd to prepare concept masterplanning for the land surrounding the new Bundaberg Hospital site. This masterplanning involved consultation across State agencies and with the Council. The local plan project and proposed planning scheme amendment package progresses this concept masterplanning completed by the Queensland Government to facilitate the creation of a high quality and vibrant health, knowledge and enterprise precinct surrounding the new Bundaberg Hospital, supported by interconnected residential neighbourhoods and supporting local services, community facilities and open space.</li></ul> <p>The following State agencies and other relevant parties have written to the Council to provide preliminary advice on the proposed planning scheme amendment:</p> <ul style="list-style-type: none"><li>• Preliminary feedback was received from Queensland Health on 1 July 2025 (summary of feedback and outcomes provided within the required material).</li><li>• Preliminary feedback was received from consultants on behalf of the two key landowners within the local plan area (summary of feedback and outcomes provided within the required material).</li></ul>

<sup>2</sup> Early engagement with State agencies may lead to the State agency writing to the department to:

- (a) provide preliminary advice on the proposed planning scheme amendment; and/or
- (b) advise they wish to opt out of the state interest review for the proposed planning scheme amendment (Step 1 of Table 2, Part C).

Step No.	Summary of action/s	Specific action/s
Step B	<p>Local Government proposes a planning scheme amendment and requests a streamlined amendment process</p>	<p>The Council proposed to make the Planning scheme amendment No.17 (Tailored Amendment – Bundaberg Health and Enterprise Precinct) on 30 September 2025.</p> <p>On 10 October 2025 the Council wrote to the Chief Executive requesting the Chief Executive to issue a notice under section 18(3) of the Planning Act for the proposed Planning scheme amendment No.17 (Tailored Amendment – Bundaberg Health and Enterprise Precinct) to the <i>Bundaberg Regional Council Planning Scheme 2015</i>.</p> <p>The request included:</p> <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> a draft notice under section 18(3) of the Act for the Chief Executive's consideration;</li> <li><input checked="" type="checkbox"/> a communications strategy;</li> <li><input checked="" type="checkbox"/> an electronic copy of the proposed planning scheme amendment;</li> <li><input checked="" type="checkbox"/> a statement about the nature and objectives of the proposed planning scheme amendment and why a streamlined amendment process is proposed;</li> <li><input checked="" type="checkbox"/> consideration of the effect of the proposed planning scheme amendment on state interests;</li> <li><input checked="" type="checkbox"/> any relevant mapping (if available); and</li> <li><input checked="" type="checkbox"/> the outcomes of early engagement.</li> </ul>

## Part B – General process provisions

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This part prescribes matters that are to be read in conjunction with the requirements set out in Part C.

### 1. Requesting information and changes

- 1.1 The Minister for Planning (Minister) or Chief Executive, as relevant to the process, may, at any time, give the Local Government a notice:
  - (a) requesting further information; or
  - (b) advising of any changes to the proposed planning scheme amendment to address State interests.

### 2. Managing timeframes

- 2.1 The Minister, Chief Executive, or Local Government, may pause a timeframe (except for the public consultation timeframe) for an action for which the entity is responsible, by giving notice to the other entity prescribed in the relevant section of the process. This notice must state the period for which the timeframe will be paused and a date upon which the timeframe will restart.

- 2.2 If a notice to pause a timeframe is given, the process is paused from the day<sup>3</sup> after the notice is given until the date stated in the notice, unless the notice is earlier withdrawn by the party that gave the notice.
- 2.3 If a notice to pause a timeframe is withdrawn, the process restarts from the day after the withdrawal notice is given.
- 2.4 The duration of a pause notice may be extended by the giving of another pause notice before the paused period ends.
- 2.5 Each entity may only pause timeframes for steps for which it is responsible under Part C of this notice for a cumulative total number of days as follows:
  - (a) for the Minister and the Chief Executive, collectively a total of 45 days; and
  - (b) for the local government, a total of 45 days.
- 2.6 A timeframe may be paused beyond the cumulative total number of days stated in Section 2.5 where the Local Government and either the Minister or Chief Executive, whichever entity is relevant to the current part of the process, agree that it is appropriate to pause the timeframe for a further agreed number of days.

### **3. Public consultation**

For public consultation included in Part C of this notice, the local government is required to comply with the following:

- 3.1 Publish at least one public notice about the proposal to amend the planning scheme.
- 3.2 Keep the proposed planning scheme amendment available for inspection and purchase for the duration of the consultation period identified in Part C of this notice.
- 3.3 The public notice must:
  - (a) be in accordance with the requirements stated in the definition of 'public notice' in schedule 2 of the Planning Act;
  - (b) state the consultation period identified in Part C of this notice; and
  - (c) state that any person may make a submission about the proposed planning scheme amendment to the Local Government within the consultation period.
- 3.4 Consider all properly made submissions about the proposed planning scheme amendment.
- 3.5 Notify persons who made properly made submissions about how the Local Government dealt with the submissions.
- 3.6 For the public consultation report, a notice containing a summary of the matters raised in the properly made submissions and stating how the Local Government dealt with the matters must be given to the Minister.
- 3.7 If consultation is required to be repeated due to a significantly different change (having regard to the definition in the Minister's Guidelines and Rules (MGR), including reference to schedule 2 of the MGR), the Local Government may decide to limit the public consultation to only those aspects of the proposed planning scheme amendment that have changed.

### **4. Communications strategy**

The Local Government is required to implement the communications strategy about the proposed planning scheme amendment at Appendix A.

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<sup>3</sup> Business day

## 5. Changing the proposed planning scheme amendment

- 5.1 The Local Government may make changes to the proposed planning scheme amendment or propose conditions the Minister or Chief Executive may consider imposing.
- 5.2 The Local Government must ensure any changes made to the proposed planning scheme amendment continue to appropriately integrate and address relevant state interest/s, including those identified in a State interest review.
- 5.3 Where a change results in a version of the proposed planning scheme amendment that is significantly different (having regard to the definition in the MGR, including reference to schedule 2 of the MGR) to the version released for public consultation, the Local Government must restart the consultation process as outlined in Part C.
- 5.4 However, the Chief Executive may determine that Section 5.3 does not apply for a change that is significantly different, if the change addresses an issue raised in submissions or addresses a matter raised during State interest review.
- 5.5 At any time the Chief Executive may consider giving to the Local Government an amended notice about the process for amending the planning scheme, in accordance with section 18(3)(b) of the Planning Act.

## Part C – Process for amending the planning scheme

Unless stated otherwise, the process described in this Part C is to be undertaken in the order in which it is prescribed in Table 2. The proposed planning scheme amendments will be informed by the steps taken under Part A. This does not preclude the need for steps to be repeated should changes be made to the proposed amendment, as provided for in Part B.

**Table 2: Process for amending the planning scheme**

1. Step No.	2. Summary of action/s	3. Specific action/s	4. Entity responsible for action/s	5. Timeframes <sup>4</sup>
<b>State interest review (may occur concurrently with public consultation)</b>				
Step 1	State interest review of proposed amendment	Undertake State interest review, and consideration of the proposed amendment. In undertaking the State interest review, State agency consideration of the effect of the amendment on State interests may be sought.	Minister	Commencing on the day after the Chief Executive gives notice to the Local Government under Section 18(3) of the Planning Act
Step 2	State agency briefing	The Department facilitates a meeting with the Local Government, and invited State agencies identified as having state interests relevant to or potentially affected by the proposed amendment.	Chief Executive Delegate: Department Manager (Planning Services, Wide Bay Burnett)	Within 5 days from the commencement of Step 1

<sup>4</sup> Timeframes for steps in the process may be tailored based on the scope, risk and complexity of the proposed amendment.

1. Step No.	2. Summary of action/s	3. Specific action/s	4. Entity responsible for action/s	5. Timeframes <sup>4</sup>
Step 3	Outcome of the State interest review	Local Government provided with a notice of the outcome of the State interest review.	Minister	Within 30 days from the commencement of Step 1
<b>Public consultation (may occur concurrently with state interest review)</b>				
Step 4	Public consultation	<p>Local Government undertakes public consultation in accordance with the requirements outlined in Part B, sections 3.1 to 3.3 and 4 of this notice.</p> <p>Note – Public consultation may be carried out at the same time as the State interest review.</p>	Local Government Delegate: Chief Executive Officer General Manager Regional Growth & Development Manager Land Use Planning & Policy Senior Strategic Planner	The consultation period is a minimum 20 business days after the day the last public notice is published in the Local Government area
<b>Considering submissions and approval to adopt</b>				
Step 5	Local Government gives notice	<p>Local Government considers feedback from the State interest review and public consultation and gives notice to the Minister requesting approval to adopt the proposed amendment.</p> <p>This request must include a copy of the public consultation report, provided to the Minister in accordance with the requirements outlined in Part B, section 3 of this notice and the Chief Executive and may also include proposed conditions for the Minister to consider imposing.</p>	Local Government Delegate: Chief Executive Officer General Manager Regional Growth & Development Manager Land Use Planning & Policy	Within 75 days from the end of Step 3 or Step 4, whichever is the later
Step 6	Consideration for approval to adopt	<p>The Minister considers the request for approval to adopt the proposed planning scheme amendment and gives notice to the Local Government stating whether the proposed amendment may:</p> <p>(a) be adopted, with or without conditions; or  (b) not be adopted and the reasons why.</p>	Minister	Within 20 days from the end of Step 5

Local Government to adopt				
1. Step No.	2. Summary of action/s	3. Specific action/s	4. Entity responsible for action/s	5. Timeframes <sup>4</sup>
Step 7	Local Government consideration to adopt	<p>The Local Government decides to either:</p> <ul style="list-style-type: none"> <li>(a) adopt the proposed planning scheme amendment in accordance with a notice given by the Minister under Step 6; or</li> <li>(b) not proceed with the proposed planning scheme amendment.</li> </ul> <p>After the planning scheme is amended, the Local Government must publish a public notice about amending the planning scheme.</p>	Local Government	None
Step 8	Local Government provides public notice and copy of planning scheme amendment to the Chief Executive	The Local Government must give the Chief Executive a copy of the public notice about the decision made by the Local Government regarding the adoption of the planning scheme amendment and if made, a certified copy of the planning scheme amendment.	Local Government Delegate: Chief Executive Officer General Manager Regional Growth & Development Manager Land Use Planning & Policy	Within 10 business days of publishing the public notice

Dated 17.11.2025  


John Sosso  
 Director-General  
 Department of State Development, Infrastructure and Planning

## **Appendix A: Local Government communications strategy**



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# Communications Strategy

## Proposed Planning Scheme Amendment No. 17 Tailored Amendment – Bundaberg Health and Enterprise Precinct



Regional Growth & Development  
Land Use Planning & Policy  
**September 2025**

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## 1.0 Introduction

Council has drafted an amendment to the Bundaberg Regional Council Planning Scheme to incorporate local planning for the Bundaberg Health and Enterprise Precinct. The Council intends to progress this planning scheme amendment using the tailored process for plan-making established under section 18 of the *Planning Act 2016* (the Act).

This strategy has been developed to support statutory requirements for public notification under the Act, taking guidance from the *Community engagement toolkit for planning*.

This strategy identifies relevant stakeholders for involvement in public consultation, representing stakeholders that are either affected by this proposed amendment or have the potential to influence outcomes of the drafting process.

Exploring stakeholder interests, concerns and influence, this strategy aligns appropriate community engagement tools to each stakeholder to ensure that public consultation is inclusive, accessible and appropriate to the intended audience.

Finally, this strategy provides an implementation plan for community engagement activities being undertaken during the public notification period.

### 1.1 Tailored approach – Statutory Requirements and Timing

Council intends to progress this planning scheme amendment using the tailored process for plan-making established under section 18 of the Act.

Pursuant to section 18 of the Act, after the local government gives notice about the proposed amendment to the Chief Executive, the Chief Executive must give a notice (or amended notice) to the local government specifying the process for amending the planning scheme.

This notice, or amended notice, must state at least—

- a) the local government must publish at least 1 public notice about the proposal to make or amend the planning scheme; and
- b) the local government must keep the instrument available for inspection and purchase for a period (the **consultation period**) stated in the public notice of at least—
  - i) for a proposed planning scheme—40 business days after the day the last public notice is published; or
  - ii) for a proposed amendment—20 business days after the day the last public notice is published; and
- c) the public notice must state that any person may make a submission about the instrument to the local government within the consultation period; and
- d) a communications strategy that the local government must implement about the instrument; and
- e) the local government must consider all properly made submissions about the planning scheme or amendment; and
- f) the local government must notify persons who made properly made submissions about how the local government dealt with the submissions; and
- g) the local government must give the Minister a notice containing a summary of the matters raised in the properly made submissions and stating how the local government dealt with the matters; and
- h) after the planning scheme is made or amended, the local government must publish a public notice about making or amending the planning scheme.

This communications strategy aligns with these statutory requirements for public notification. It is proposed to undertake state interest review and public notification concurrently.

## **2.0 Communications Strategy**

Community engagement is important for ensuring that planning decisions reflect the best interests of the community. By engaging appropriate stakeholders, Council can receive meaningful feedback about the proposed amendment during the public consultation period.

### **2.1 Purpose**

The purpose of this communications strategy is to: -

- Provide relevant information to the Chief Executive regarding the communications and engagement approach Council will assume to undertake public notification in accordance with statutory requirements;
- Identify relevant stakeholders, including their underlying interests, potential concerns and their contribution to the public notification process;
- Outline the strategy for community engagement for the delivery of this consultation plan;
- Facilitate informative and meaningful engagement with relevant stakeholders.

### **2.2 Objectives of Stakeholder Engagement**

The overarching objectives of this communications strategy are to: -

- Engage with identified project stakeholders regarding the proposed amendment, selecting engagement tools that are appropriate and meaningful;
- Ensure that affected landowners and the community are adequately informed about the proposed amendment and can provide feedback about the local planning outcomes;
- Enhance community acceptance of final decisions and resultant outcomes through appropriate engagement processes;
- Strengthen relationships between Bundaberg Regional Council and project stakeholders;
- Engage in mutual learning where concerns raised in consultation are considered through the amendment process, facilitating informed and transparent decision-making;
- Meet statutory obligations of Bundaberg Regional Council, and other regulatory bodies.

### **2.3 Preliminary Stakeholder Engagement**

In 2024, the Queensland Government engaged Urbis to complete a Concept Master Plan for the land surrounding the new Bundaberg Hospital being built at Thabeban. This Concept Master Plan sought to maximise economic opportunities for the region by facilitating a high quality health and education precinct surrounding the hospital. This project involved engagement with the local government and various state agencies.

Council engaged Mewings Planning Consultants Pty Ltd in October 2024 to progress concept masterplanning completed by the Queensland Government, preparing a local plan (draft planning scheme amendment package) for the Bundaberg Health and Enterprise Precinct. Prior to preparation of this local plan, the consultants undertook preliminary targeted engagement with landowners, Bundaberg Brewed Drinks, Economic Development Queensland, Department of State Development Infrastructure and Planning, Friendly Society Private Hospital Bundaberg, Mater Private Hospital Bundaberg, and Queensland Health (Wide Bay Burnett Hospital and Health Service).

The draft planning scheme amendment package was sent to the two main landowners within the local plan area on 22 May 2025 and the Queensland Government (DSDIP, WBBSARA, Queensland Health, DTMR) on 16 June 2025 for preliminary feedback prior to commencing the formal planning scheme amendment process. Feedback was received from consultants on behalf of the two key landowners, resulting in some changes to the amendment package.

## 2.4 Stakeholder Identification

For this planning scheme amendment community consultation will involve a range of community and industry stakeholders who are likely to be affected by this proposed amendment or have the ability to influence decision making. The following stakeholders have been identified as relevant to the proposed amendment: -

### **State Agencies**

- Department of State Development, Infrastructure and Planning
- Department of Transport and Main Roads
- Department of the Environment, Tourism, Science and Innovation
- Department of Health (Queensland Health) - Wide Bay Hospital and Health Service

### **Direct Stakeholders**

- Landowners within the Bundaberg Health and Enterprise Precinct
- Adjoining landowners of the Bundaberg Health and Enterprise Precinct
- Bundaberg Brewed Drinks
- The Port Curtis Coral Coast Group (PCCC)

### **Indirect Stakeholders**

- Development industry, including local developers, consultants and the Bundaberg Branch of the Urban Development Institute of Australia (UDIA)
- Private Hospitals throughout the Bundaberg Region
- Central Queensland University
- TAFE Bundaberg
- The broader community

While this list considers stakeholders that are most likely to be affected by the proposed amendment, this list is not exhaustive and is subject to additional consultation if unanticipated public concern and feedback is received.

State agencies will be consulted through State interest review.

## 2.5 Stakeholder Prioritisation

Table 1 details each community stakeholder, their interests and level of influence, likely concerns, and the appropriate method of community engagement.

This table describes how the attention of the community will be raised to the public notification period, and how they are to be informed of the purpose and the general effect of this planning scheme amendment.

Table 1 – Prioritisation Table

Stakeholder Name	Contact Person	Impact	Influence	What is important to the stakeholder?	How might the stakeholder contribute to the project?	How might the stakeholder oppose the project?	Strategy for engaging the stakeholder
<b>Direct</b>							
Landowners within the Bundaberg Health and Enterprise Precinct	Individual landowners	High impact	High influence	<ul style="list-style-type: none"> <li>- Ability to undertake development with minimal planning scheme restrictions.</li> <li>- Ability to continue existing land uses or enact current development approvals.</li> </ul>	<ul style="list-style-type: none"> <li>- Contribute feedback regarding the structure plan, location of intent of precincts, local plan code outcomes, consistent and inconsistent uses, and altered levels of assessment.</li> <li>- Contribute alternative outcomes / suggestions.</li> <li>- May contribute feedback regarding broader impacts in the surrounding area.</li> </ul>	<ul style="list-style-type: none"> <li>- May oppose certain precincts, land use and design outcomes and the impact of these provisions on their land.</li> <li>- May oppose aspects of the local plan which vary from current development approvals.</li> <li>- May raise concerns about stormwater drainage characteristics and other physical constraints on site.</li> </ul>	<p>In addition to complying with the statutory public notification requirements, letters / emails will be sent to affected landowners informing of the proposed amendment and directing where to find supporting documentation and how to make a submission. This correspondence will also invite landowners to arrange a meeting to discuss their concerns.</p> <p>Note - Preliminary feedback has been provided by the two main landowners within the local plan area prior to the formal scheme amendment process.</p>
Landowners adjoining the Bundaberg Health and Enterprise Precinct	Individual landowners	Medium impact	Medium influence	<ul style="list-style-type: none"> <li>- Protection of existing use rights.</li> <li>- Residential amenity and character.</li> <li>- Good connectivity.</li> <li>- Access to hospital, conveniences, parks and open space.</li> <li>- Ability to continue existing industrial activities.</li> <li>- Appropriate interface between future land uses within the local plan area and existing industrial activity.</li> </ul>	<ul style="list-style-type: none"> <li>- Contribute feedback regarding the structure plan, location and intent of precincts, local plan code outcomes, and consistent and inconsistent uses.</li> <li>- Contribute feedback about the nature, scale and intensity of future development.</li> <li>- Contribute feedback regarding broader impacts in the surrounding area.</li> <li>- Contribute feedback about potential impacts to existing industry.</li> <li>- Feedback about proposed industrial precinct.</li> </ul>	<ul style="list-style-type: none"> <li>- May oppose the nature, scale and density of future development.</li> <li>- May oppose land use and design outcomes and the location and intent of precincts.</li> <li>- May oppose consistent and inconsistent land uses.</li> <li>- May oppose any potential impacts to residential amenity.</li> <li>- May oppose any potential reverse amenity impacts for existing industry.</li> </ul>	<p>Engagement tools include:</p> <ul style="list-style-type: none"> <li>- Public notice in BRC Now to notify the community of the proposed amendment and provide information as to how to make a submission.</li> <li>- Refers to Council's website (Our Bundaberg Region) to view the draft amendment and make submissions.</li> </ul>

Stakeholder Name	Contact Person	Impact	Influence	What is important to the stakeholder?	How might the stakeholder contribute to the project?	How might the stakeholder oppose the project?	Strategy for engaging the stakeholder
Wide Bay Hospital and Health Service (Queensland Health)	Health Service Chief Executive	High impact	High influence	<ul style="list-style-type: none"> <li>- Surrounding land uses complement and support the establishment and function of hospital.</li> <li>- That the hospital can operate and function effectively.</li> <li>- That future infrastructure network (e.g., roads, paths, stormwater) does not adversely impact on function / operation of the hospital and emergency services.</li> </ul>	<ul style="list-style-type: none"> <li>- Contribute feedback about alignment of the local planning with the hospital.</li> <li>- Contribute feedback about land use outcomes in Health and Knowledge precincts.</li> <li>- Contribute feedback about infrastructure (e.g., roads, stormwater, paths) and potential impacts on the function of the hospital.</li> <li>- Contribute feedback about the nature, scale and intent of supporting uses catered for in the Health and Knowledge precincts.</li> </ul>	<ul style="list-style-type: none"> <li>- May oppose aspects of the proposed amendment including land use and design outcomes and the location and intent of precincts.</li> <li>- May oppose aspects of the infrastructure network (e.g., roads, pathways, stormwater) and potential impacts on the function of the hospital.</li> </ul>	Consultation will be undertaken through state interest review. This proposed planning scheme amendment was also distributed to Wide Bay Hospital and Health Service (Queensland Health) for preliminary feedback prior to undertaking the formal amendment process.
Bundaberg Brewed Drinks	Individual landowners	High impact	High Influence	<ul style="list-style-type: none"> <li>- Ability to continue using land for the brewed drinks facility.</li> <li>- Potential for future expansion of the facility and associated tourism activity.</li> </ul>	<ul style="list-style-type: none"> <li>- Contribute feedback about intent and layout of industrial precinct including consistent and inconsistent uses.</li> <li>- Contribute feedback about the broader Health and Enterprise Precinct.</li> <li>- May identify plans for expansion of the brewed drinks site.</li> </ul>	<ul style="list-style-type: none"> <li>- May oppose aspects of the proposed amendment including land use outcomes and consistent and inconsistent uses in industrial precinct.</li> <li>- May oppose any potential impacts on the operation and potential future expansion of the brewed drinks site.</li> </ul>	In addition to complying with the statutory public notification requirements, a letter will be sent to Bundaberg Brewed Drinks informing of the proposed amendment and directing where to find supporting documentation and how to make a submission. This letter will also invite the landowner to arrange a meeting to discuss their concerns.
The Port Curtis Coral Coast Group (PCCC)	The PCCC (in liaison with Council's Cultural Development Officer)	Medium Impact	Medium Influence	<ul style="list-style-type: none"> <li>- Protecting cultural heritage features within the local plan area (Native Title).</li> <li>- Native Title Register shows the Saltwater Creek drain traversing Lot 500 on SP341308 and State Government land adjacent to the local plan area along Kay McDuff Drive is</li> </ul>	<ul style="list-style-type: none"> <li>- May contribute feedback about the local plan and any cultural heritage features.</li> </ul>	<ul style="list-style-type: none"> <li>- May oppose some land use elements of the local plan where near cultural heritage features.</li> </ul>	In addition to complying with the statutory notification requirements, correspondence will be sent to Council's Cultural Development Officer to distribute to the PCCC informing of the proposed amendment, directing where to find supporting documentation, how to make a submission and offering meetings.

Stakeholder Name	Contact Person	Impact	Influence	What is important to the stakeholder?	How might the stakeholder contribute to the project?	How might the stakeholder oppose the project?	Strategy for engaging the stakeholder
				identified as part of determined Native Title Claim of the PCCC – QCD 2017/010 - Bailai, Gurang, Gooreng Gooreng, Taribelang Bunda People.			
<b>Indirect</b>							
Development industry, including local developers, consultants and the Bundaberg Branch of the Urban Development institute of Australia	Industry distribution email contacts	Medium impact	Medium influence	ity to undertake industry to customers' satisfaction. imal planning parameters restrict development.	- Contribute feedback about land use and design outcomes, levels of assessment, consistent and inconsistent uses and the location and intent of precincts. - Contribute feedback about certain aspects of the infrastructure network (e.g., roads, parks, drainage, pathways).	- May oppose certain aspects of amendment including land use and design outcomes, increased residential densities., levels of assessment, consistent and inconsistent uses, and the location and intent of precincts. - Concerns where changes introduce additional regulation or costs for development.	Emails will be distributed to the industry email group with a website link to view the draft amendment, supporting information and inviting public submissions.
Private Hospitals throughout the Bundaberg Region.	Friendlies Society Private Hospital, Mater Private Hospital, Bundaberg Private Day Hospital, Wide Bay Private Day Hospital	High impact	High Influence	- Opportunities for private hospitals and health care services to locate near the hospital. - Residential accommodation to support the hospital and health care services.	- Contribute feedback about the intent, land use outcomes and consistent and inconsistent uses within the Health and Knowledge Precinct. - May contribute plans for future development of private hospitals.	- May oppose certain aspects of the amendment including land use and design outcomes, levels of assessment, consistent and inconsistent uses and the intent and location of the Health and Knowledge Precinct.	Letters / emails will be sent to Private Hospitals throughout the Bundaberg Region informing of the amendment, where to find supporting information and how to make a submission. Letters will offer meetings to discuss the amendment with Council officers.
Central Queensland University (CQU)	Vice-Chancellor and President	Low impact	Medium influence	- Opportunities for health related tertiary education within the Health and Knowledge Precinct to complement the new hospital.	- Contribute feedback regarding land use outcomes and consistent and inconsistent uses within the Health and Knowledge precinct.	- May oppose certain aspects including land use and design outcomes, levels of assessment, consistent and inconsistent uses and the intent and location	Letters will be sent to CQU and Tafe Queensland informing of the amendment, where to find supporting information and how to make a submission. Letters will offer meetings to discuss amendment with Council officers.
TAFE Queensland	Chief Executive Officer						

Stakeholder Name	Contact Person	Impact	Influence	What is important to the stakeholder?	How might the stakeholder contribute to the project?	How might the stakeholder oppose the project?	Strategy for engaging the stakeholder
					<ul style="list-style-type: none"> <li>- May contribute plans for health related education in conjunction with hospital.</li> </ul>	<ul style="list-style-type: none"> <li>- of the Health and Knowledge Precinct.</li> </ul>	
The broader community	Public Notice in BRC Now	Low impact	Medium influence	<ul style="list-style-type: none"> <li>- The development of the new hospital and supporting health care services.</li> <li>- Opportunities for residential accommodation to support the hospital.</li> <li>- Additional housing.</li> </ul>	<ul style="list-style-type: none"> <li>- Contribute feedback regarding the land use outcomes and location and intent of precincts.</li> <li>- Contribute feedback regarding the existing character and amenity of the broader area.</li> </ul>	<ul style="list-style-type: none"> <li>- May raise concerns about scale / density of development within the Health and Enterprise Precinct.</li> <li>- May raise concerns about impacts to land use and development in surrounding area.</li> </ul>	<ul style="list-style-type: none"> <li>- Engagement tools include:</li> <li>- Public notice in BRC Now to notify the community of the proposed amendment and provide information as to how to make a submission.</li> <li>- Refers to Council's website (Our Bundaberg Region) to view the draft amendment and make submissions.</li> </ul>

## 2.6 Level of Engagement

The appropriate level of community engagement for the implementation and delivery of this communications strategy is to inform and consult stakeholders, as per the IAP2's Public Participation Spectrum.

Table 2 aligns the level of community engagement with the level of stakeholder impact to inform the appropriate engagement and implementation plan.

*Table 2 – Aligning community engagement to stakeholder impact levels*

Likely Level of Impact	Criteria - Justification	Level of community engagement
Modest impact on whole community	The proposed amendment incorporates local planning for the land surrounding the new Bundaberg Hospital, and as such, is likely to have a modest impact across the community.	Inform / Consult
Modest impact on the local plan area (Bundaberg Health and Enterprise Precinct)	The proposed amendment incorporates local planning for the land surrounding the new Bundaberg Hospital. This is referred to as the Bundaberg Health and Enterprise Precinct. Preliminary consultation was undertaken with the two main landowners within the precinct, with changes made to the draft amendment package in response to feedback. This preliminary engagement has lowered the level of impact from high to modest.	Inform / Consult

Consistent with IAP2's Public Participation Spectrum, to effectively inform and consult stakeholders the following promises are made to the community: -

- 'We will keep you informed, listen to and acknowledge concerns and aspirations, and provide feedback on how public input influenced the decision.'
- 'We will seek your feedback on drafts and proposals' (International Association for Public Participation, n.d).

This level of engagement is considered most suitable for the proposed amendment, providing balanced and objective information to relevant stakeholders about the nature of proposed changes and the importance of this local planning, and ensuring that the final amendment adequately considers the concerns and interests of stakeholders.

### **3.0 Implementation Plan**

Table 3 outlines the community engagement tools that will be used throughout the public notification period for the proposed planning scheme amendment, considered appropriate for reaching out to affected stakeholders, informing the public and allowing the community to have a say about this local planning surrounding the new Bundaberg Hospital.

Engagement tools will aim to effectively achieve the following outcomes: -

- Raise awareness of the draft planning scheme amendment;
- Provide accessible and accurate information to the public;
- Seek submissions on the draft planning scheme amendment;
- Engagement with specific communities and stakeholders; and
- Hear concerns and issues raised by the community.

Table 3 – Community Engagement Action Plan

Activity	Description	Stakeholder Group	Actions	Resources and Budget	Timeframes	Responsible Officer
<b>Raise Awareness</b>						
Notice in BRC Now (online Council news)	<ul style="list-style-type: none"> <li>- Public notice published on BRC Now for a minimum of 20 business days. This is to inform the community of the proposed amendment and provide information as to how to make a submission.</li> <li>- Refers to Council's website to view the draft amendment and make submissions.</li> </ul>	Broader Community	Public notice to be in BRC Now on the first day of public notification.	<ul style="list-style-type: none"> <li>- In house writer</li> <li>- In house public notice</li> </ul>	<ul style="list-style-type: none"> <li>- Public notice to be published on day 0.</li> </ul>	TBC
Public notice and proposed amendments on Councils website.	<ul style="list-style-type: none"> <li>- Publish a copy of the public notice and the draft planning scheme amendment on Council's website (Our Bundaberg Region). Include information about the amendment and the need for local planning for the land surrounding the new Bundaberg Hospital.</li> </ul>	Broader Community	<ul style="list-style-type: none"> <li>- Finalise draft planning scheme amendment.</li> <li>- Create page on Council's website with amendment and guidance for making submission.</li> <li>- Publish web page on first day of notification.</li> </ul>	<ul style="list-style-type: none"> <li>- In house writer</li> <li>- In-house media / graphic design</li> </ul>	<ul style="list-style-type: none"> <li>- Website to be 'live' on day 0.</li> </ul>	TBC
Media Release	Prepare and issue a media release for Bundaberg Regional Council to raise awareness of the project.	Broader Community	<ul style="list-style-type: none"> <li>- Prepare release</li> <li>- Approve release</li> <li>- Issue release</li> </ul>	<ul style="list-style-type: none"> <li>- In-house comms team</li> </ul>	<ul style="list-style-type: none"> <li>- Media release to be ready for day 0. Councils' comms team to determine release date.</li> </ul>	TBC
Letter / email to affected stakeholders	<p>Letters / emails to the following stakeholders to inform of the proposed amendment, where to view / obtain a copy and how to make a submission: --</p> <ul style="list-style-type: none"> <li>- Landowners within the Bundaberg Health and Enterprise Precinct.</li> <li>- Bundaberg Brewed Drinks</li> <li>- Development industry distribution group</li> <li>- Private Hospitals</li> <li>- CQU and Tafe Queensland</li> <li>- The PCCC (in liaison with Council's Cultural Development Officer).</li> </ul>	Individual landowners, Bundaberg Brewed Drinks, Development industry group, Private Hospitals, CQU, Tafe, the PCCC	<ul style="list-style-type: none"> <li>- Letters / emails to be drafted and reviewed.</li> <li>- Sent out by post or electronically if available.</li> </ul>	<ul style="list-style-type: none"> <li>- In-house writer</li> <li>- Postal costs</li> </ul>	<ul style="list-style-type: none"> <li>- Letters to be sent the day before day 0 for them to be received on or shortly after day 0. If using email for some or all recipients, send on day 0.</li> </ul>	TBC
Copy of material at Council offices	Make a hard copy of the notice, proposed amendment and supporting information available at Level 6, Auswide Building, 16 Barolin Street, Bundaberg (Development Counter).	Broader Community	<ul style="list-style-type: none"> <li>- Prepare material to be displayed.</li> </ul>	<ul style="list-style-type: none"> <li>- In-house</li> </ul>	<ul style="list-style-type: none"> <li>- Static displays to be installed the day before day 0 and be displayed and fully stocked of material for the full extent of public notification.</li> </ul>	TBC

Activity	Description	Stakeholder Group	Actions	Resources and Budget	Timeframes	Responsible Officer
Internal information material	Information provided to Council's Customer Service team to instruct them where to direct enquiries.	Customer Service team	- Prepare material to inform Customer Service team.	- In-house	- Issued to CSO's team leader 2 or 3 days prior to day 0.	TBC
<b>Public notification and capturing community input</b>						
Telephone enquiries	- Provide the Council contact number on all public notification information.	Broader Community	- Answering phone enquiries, referring community to Council's Land Use Planning and Policy team. - Providing information and guidance.	Officer time	- Respond to phone calls. - Direct community to Council's website for making submissions.	TBC
<b>Planning Counter Enquiries</b>						
Planning Counter Enquiries	During office hours, in person at Council's Development counter.	Broader Community	- Answer questions and provide information and guidance over development counter. - Refer to information on website and prompt submissions to have say.	Officer time	- Respond to customer enquiries at development counter. - Provide additional information.	TBC
Online Submission	In addition to a written or email submission, provide the option for an online submission.	Entire Community	- Prepare online submission form. - Publish online form on website.	- In-house writer - Officer time	- Online form; Ready and published with website material.	TBC
<b>Finalise and provide feedback</b>						
Email or letter to submitters	Emails and letters sent to submitters acknowledging receipt of their submission, and subsequent response as to how their submission has been considered.	Submitters	- Acknowledgement letter / email - Prepare and send letter / emails addressing the submission.	- In-house team member - Editing - Postage	- As required following completion of consultation period and after review of submissions by Council.	TBC

## 4.0 Conclusion

This communications strategy has provided a community engagement plan to support the public notification period for the proposed planning scheme amendment.

This strategy has been developed in good faith to ensure that the community is adequately informed of the proposed changes and to allow comprehensive community feedback in addition to public submissions. By ensuring that the community and stakeholders are adequately and inclusively engaged, Council seeks to address community concerns and lessen the impact of the final adoption of the planning scheme amendment.

Overall, it is important that this communications strategy is followed to effectively capture community opinion and concern, ensuring that the process is undertaken in a way that satisfies Council's responsibilities under the *Planning Act 2016*.