

BUSINESS PAPER

General Meeting

Wednesday 13 February 2019

Roma Administration Centre

NOTICE OF MEETING

Date: 8 February 2019

Mayor:

Councillor T D Golder

Deputy Mayor:
Councillors:

Councillor J L Chambers
Councillor N H Chandler
Councillor P J Flynn
Councillor G B McMullen
Councillor W M Newman
Councillor C J O'Neil
Councillor D J Schefe
Councillor J M Stanford

Chief Executive Officer:

Ms Julie Reitano

Senior Management:

Mr Rob Hayward (Deputy Chief Executive Officer/Director
Development, Facilities & Environmental Services)
Ms Sharon Frank (Director Corporate, Community & Commercial
Services)

Please find attached agenda for the **General Meeting** to be held at the Roma Administration Centre on **February 13, 2019 at 9.00AM.**



Julie Reitano
Chief Executive Officer

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Status Reports

Next General Meeting

- To be held at the Roma Administration Centre on 27 February 2019.

Confidential Items

In accordance with the provisions of section 275 of the *Local Government Regulation 2012*, a local government may resolve to close a meeting to the public to discuss confidential items that it's Councillors or members consider it necessary to close the meeting.

C Confidential Items

- C.1 Request for Rates Recategorisation - Assessment No. 13012380 & 13012398**
Classification: Closed Access
 Local Government Regulation 2012 Section 275(h) other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage.
- C.2 Cinema Roma proposal for Council to Lease or Purchase**
Classification: Closed Access
 Local Government Regulation 2012 Section 275(h) other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage.
- C.3 Council Housing - 32 George St Wallumbilla**
Classification: Closed Access
 Local Government Regulation 2012 Section 275(h) other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage.
- C.4 Agistment of paddocks - Police Paddock, Dargal Road**
Classification: Closed Access
 Local Government Regulation 2012 Section 275(h) other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage.
- C.5 Bendemere Pony Club - Request for Assistance to Replace Fence**
Classification: Closed Access

Local Government Regulation 2012 Section 275(h) other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage.

C.6 Claim for Damages - Edna Street Property

Classification: Closed Access

Local Government Regulation 2012 Section 275(h) other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage.

C.7 Personal Injuries Claim

Classification: Closed Access

Local Government Regulation 2012 Section 275(h) other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage.

C.8 Offer for Purchase - 52 Oxford Street Mitchell

Classification: Closed Access

Local Government Regulation 2012 Section 275(h) other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage.(Offer for consideration to Purchase Council property)

C.9 Application for Partial Road Closure

Classification: Closed Access

Local Government Regulation 2012 Section 275(h) other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage.

C.10 Injune Lettable Space (Cafe on Second) - Lease renewal

Classification: Closed Access

Local Government Regulation 2012 Section 275(h) other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage.

C.11 Request for Council assistance-Roma and District Motorcycle Club

Classification: Closed Access

Local Government Regulation 2012 Section 275(h) other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage.

C.12 Updated Container Refund Agreement

Classification: Closed Access

Local Government Regulation 2012 Section 275(e) contracts proposed to be made by it.

C.13 Roma Airport Security Screening Upgrades

Classification: Closed Access

Local Government Regulation 2012 Section 275(c) (e) the local government budget; AND contracts proposed to be made by it.

- C.14 Lighting at Cable Yards and Spelling Yards - Update**
Classification: Closed Access
Local Government Regulation 2012 Section 275(c) the local government budget.
- C.15 Roma Saleyards - Monthly Business Reports - November and December 2018**
Classification: Closed Access
Local Government Regulation 2012 Section 275(h) other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage.
- C.16 Minor Amendments to the Organisational Structure**
Classification: Closed Access
Local Government Regulation 2012 Section 275(a) the appointment, dismissal or discipline of employees.
- C.17 Request for Rates Recategorisation - Assessment No. 11004793**
Classification: Closed Access
Local Government Regulation 2012 Section 275(h) other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage.
- C.18 Applications for Rate Payment Arrangements**
Classification: Closed Access
Local Government Regulation 2012 Section 275(d) rating concessions.
- C.19 Quotation Request - Win and Crush Material at OK Pit (Injune)**
Classification: Closed Access
Local Government Regulation 2012 Section 275(e) contracts proposed to be made by it.
- C.20 Tender 19010 - Design & Construction of Interpretive Centre at Roma Saleyards**
Classification: Closed Access
Local Government Regulation 2012 Section 275(e) contracts proposed to be made by it.
- C.21 Memorandum of Understanding between Maranoa Regional Council and Department of Transport and Main Road RoadTek (South)**
Classification: Closed Access
Local Government Regulation 2012 Section 275(e) contracts proposed to be made by it.
- C.22 Project Update - Roma Touch Field Upgrade**
Classification: Closed Access
Local Government Regulation 2012 Section 275(h) other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage.

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Closure
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MINUTES OF THE GENERAL MEETING OF MARANOA REGIONAL COUNCIL HELD AT ROMA ADMINISTRATION CENTRE ON 23 JANUARY 2019 COMMENCING AT 9.05AM

ATTENDANCE

Mayor Cr. T D Golder chaired the meeting with, Deputy Mayor Cr. J L Chambers, Cr. N H Chandler, Cr. P J Flynn, Cr. G B McMullen, Cr. W M Newman, Cr. C J O'Neil, Cr. D J Scheffe, Cr. J M Stanford, Chief Executive Officer – Julie Reitano, and Minutes Officer – Kelly Rogers in attendance.

AS REQUIRED

Deputy Chief Executive Officer/Director Development, Facilities & Environmental Services – Rob Hayward, Director Corporate, Community & Commercial Services – Sharon Frank, Manager Procurement & Commercial Services – Ryan Gittins, Manager Planning & Building Development – Danielle Pearn, Manager Program & Contract Management – Cameron Hoffmann, Regional Grants & Council Events Development Coordinator – Susan Sands, Facility Lease Management & Housing Officer/Team Coordinator – Madonna Mole, Rates and Utilities Billing Officer – Catherine (Katie) Ballard.

WELCOME

The Mayor welcomed all present and declared the meeting open at 9.05am.

APOLOGIES

There were no apologies for the meeting.

CONFIRMATION OF MINUTES

Resolution No. GM/01.2019/01

Moved Cr Newman

Seconded Cr Stanford

That the minutes of the General Meeting held on 12 December 2018 be confirmed.

CARRIED

9/0

Resolution No. GM/01.2019/02

Moved Cr Chambers

Seconded Cr McMullen

That the minutes of the Special Meeting held on 21 December 2018 be confirmed.

CARRIED

9/0

COUNCILLOR DECLARATIONS OF CONFLICTS OF INTEREST

Cr. Scheffe declared a 'Conflict of Interest' with the following item:

- C.16 – Senior Citizens Building - User Agreement

Due to his wife operating a business out of the premises under consideration and named in the report.

Cr. Scheffe foreshadowed that he would remove himself from discussions and decisions on this matter.

Cr. Flynn declared a 'Conflict of Interest' with the following items:

- C.22 – November 2018 – Monthly Business Unit Report – Airports;
- C.23 – Roma Airport Aviation Security Identification Card and Security Fee Information Report

Due to him being the owner of a business that has a contract with a major air service provider.

Cr. Flynn foreshadowed that he would remove himself from discussions and decisions on these matters.

ON THE TABLE

There were no items for discussion on the table.

PRESENTATIONS/PETITIONS AND DEPUTATIONS

There were no presentations/petitions or deputations at the meeting.

CONSIDERATION OF NOTICES OF MOTION

There were no notices of motion for consideration.

BUSINESS

CONFIDENTIAL ITEMS MOVED TO OPEN ACCESS

Council considered the potential for a number of Confidential reports to be moved to the open access section of the Agenda. The outcome of these considerations are recorded below:

ITEM:C.10 – CONTRIBUTION TO INLAND QUEENSLAND ROADS ACTION PROJECT (IQ- RAP)

Resolution No. GM/01.2019/03

Moved Cr Newman

Seconded Cr McMullen

That Item C.10 – Contribution to Inland Queensland Roads Action Project (IQ-RAP), be moved from the Confidential segment of the Agenda to the Open segment of the Agenda with attachments 1, 2 and 3 to be removed prior to publication.

(Item C.10 re-numbered to Item 12.2)

CARRIED

9/0

ITEM:C.21 - LOCOMOTIVE MITCHELL MEMORIAL PARK COMMUNITY CONSULTATION

Resolution No. GM/01.2019/04

Moved Cr Newman

Seconded Cr Chambers

That Item C.21 – Locomotive Mitchell Memorial Park Community Consultation, be moved from the Confidential segment of the Agenda to the Open segment of the Agenda with attachments referencing individual names updated to remove names prior to publication.

(Item C.21 re-numbered to Item 13.10)

CARRIED

9/0

Cr. Flynn, having previously foreshadowed a 'Conflict of Interest' in the following item, for reasons stated under Section 'COUNCILLOR DECLARATIONS OF CONFLICTS OF INTEREST,' left the Chamber at 9.12am, taking no part in discussions and debate on the matter.

ITEM: C.23 – ROMA AIRPORT AVIATION SECURITY IDENTIFICATION CARD AND SECURITY FEE INFORMATION REPORT

Resolution No. GM/01.2019/05

Moved Cr Newman

Seconded Cr Stanford

That Item C.23 – Roma Airport Aviation Security Identification Card and Security Fee Information Report, be moved from the Confidential section of the Agenda to the Open section of the Agenda with attachments referencing individual names updated to remove names prior to publication.

(Item C.23 re-numbered to Item 13.11)

CARRIED

8/0

At cessation of discussion and debate on the abovementioned item, Cr. Flynn returned to the Chamber at 9.13am.

OFFICE OF THE CEO

Item Number:

10.1

File Number: D19/1666

SUBJECT HEADING:

VOTING ARRANGEMENTS FOR THE 2020 LOCAL GOVERNMENT ELECTION

Officer's Title:

Associate to the Chief Executive Officer

Executive Summary:

Under Section 45 of the Local Government Electoral Act 2011, Council must apply to the Minister for Local Government prior to 1 July 2019 for the 2020 Local Government Election to be conducted by postal ballot. Council is asked to consider its position on this matter.

Resolution No. GM/01.2019/06

Moved Cr Chambers

Seconded Cr O'Neil

That Council seek further information from Electoral Commission Queensland (ECQ) with regard to options and costings for the 2020 Local Government Election.

Footnote:

For incorporation in the request, a number of questions raised by the Deputy Mayor and circulated to Councillors.

CARRIED

9/0

Responsible Officer

Manager Communication, Information and Administration Services

Item Number: 10.2

File Number: D19/3456

SUBJECT HEADING: LOCAL GOVERNMENT REMUNERATION AND DISCIPLINE TRIBUNAL SCHEDULE - 1 JULY 2019

Officer's Title: Associate to the Chief Executive Officer

Executive Summary:

On 30 November 2018, the Local Government Remuneration and Discipline Tribunal concluded its review of remuneration for Mayors, Deputy Mayors and Councillors of Local Governments as required by Chapter 8, Part 1, Division 1 of the Local Government Regulation 2012.

The report formally tabled a copy of the Tribunal's remuneration determination.

Resolution No. GM/01.2019/07

Moved Cr Chandler

Seconded Cr Newman

That Council note the findings of the Local Government Remuneration and Discipline Tribunal's review.

CARRIED

7/2

Mayor Golder called for a division of the vote.

The outcomes were recorded as follows:

Those in Favour of the Motion	Those Against the Motion
Cr. Chambers	Cr. Golder
Cr. Chandler	Cr. McMullen
Cr. Flynn	
Cr. Newman	
Cr. O'Neil	
Cr. Schefe	
Cr. Stanford	

Responsible Officer

Associate to the Chief Executive Officer

CORPORATE, COMMUNITY & COMMERCIAL SERVICES

Item Number: 11.1

File Number: D19/2362

SUBJECT HEADING: MONTHLY FINANCIAL REPORTS ACTUAL V BUDGET AS AT 30 NOVEMBER 2018

Officer's Title: Contractor - Finance Systems Support

Executive Summary:

The purpose of this report was for the Chief Executive Officer to present a monthly financial report to Council in accordance with section 204 of the Local Government Regulation 2012 for the month of November 2018 and year to date.

Resolution No. GM/01.2019/08

Moved Cr Chambers

Seconded Cr Stanford

That the financial reports for the period ending 30 November 2018 be received and noted.

CARRIED

9/0

Responsible Officer

Contractor - Finance Systems Support

Item Number: 11.2 **File Number:** D19/3225
SUBJECT HEADING: MONTHLY FINANCIAL REPORTS ACTUAL V BUDGET AS AT 31 DECEMBER 2018
Officer's Title: Contractor - Finance Systems Support

Executive Summary:

The purpose of this report was for the Chief Executive Officer to present a monthly financial report to Council in accordance with section 204 of the Local Government Regulation 2012 for the month of December 2018 and year to date.

Resolution No. GM/01.2019/09

Moved Cr Chambers

Seconded Cr Stanford

That the financial reports for the period ending 31 December 2018 be received and noted.

CARRIED

9/0

Responsible Officer

Contractor - Finance Systems Support

Item Number: 11.3 **File Number:** D19/3012
SUBJECT HEADING: MY MARANOA BUSINESS INITIATIVE
Officer's Title: Manager - Procurement & Commercial Services

Executive Summary:

The My Maranoa Business initiative was released to businesses in Injune, Surat and Mitchell throughout the 2017/18 financial year. The initiative includes a number of deliverables pertaining to Local Business and Council's procurement processes, including Local Star Rating decals, streamlined purchasing process for low-value transactions, and the promotion of local businesses through the My Maranoa App and Council website.

This report provided Council with an overview of the rollout's progress, including recent consultation with businesses located in Wallumbilla, Yuleba, and Roma, and sought approval for an extension until the end of the 2018/19 financial year.

Following a 'Mover' and 'Seconded' for the draft motion being obtained, Mayor Golder declared a possible 'Conflict of Interest' in this item due to his personal business (Golders) being named in the report. He further indicated that his business does not have anything to do with Council from a business point of view with contracts.

Mayor Golder advised that he would be dealing with this 'Conflict of Interest' by removing himself from discussion and debate on this matter.

Mayor Golder left the Chamber at 9.24am taking no part in discussion and debate on the matter. Deputy Mayor, Cr. Chambers, took the role of 'Acting Chair' in his absence.

Cr. Flynn also declared a 'Conflict of Interest' in this item due to his personal business (Maranoa Travel) being named in the report, and further stated that at no stage had he requested his business be included in the listing.

Cr. Flynn advised that he would be dealing with this 'Conflict of Interest' by removing himself from discussion and debate on this matter.

Cr. Flynn left the Chamber at 9.24am taking no part in discussion and debate on the matter.

Resolution No. GM/01.2019/10
Moved Cr Schefe
Seconded Cr Newman
That Council:

1. Approve an extension to the My Maranoa Business initiative rollout until 30 June 2019.
2. Authorise the Councillor Portfolio Chair for Local Business to work closely with Council staff as approved by the Chief Executive Officer to deliver the initiative as follows:
 - Local Development Officer in each community;
 - Manager Procurement & Commercial Services;
 - Relevant Director – Director Corporate, Community & Commercial Services.

CARRIED

7/0

Responsible Officer
Manager - Procurement & Commercial Services

Cr. O'Neil left the Chamber at 9.28am, and returned at 9.29am.

At cessation of discussion and debate on the abovementioned item, Mayor Golder and Cr. Flynn returned to the Chamber at 9.29am. Mayor Golder assumed the chair at that time.

Item Number:
11.4
File Number: D18/102324
SUBJECT HEADING:
**AUSTRALIA POST SIGNATORIES - YULEBA
 LICENSED POST OFFICE/SERVICES CENTRE**
Officer's Title:
Regional Customer Services Officer/Team Coordinator
Executive Summary:
Australia Post has been in contact with Council to check that signatories are current for the Licensed Post Office (LPO) Agreement.
Resolution No. GM/01.2019/11
Moved Cr O'Neil
Seconded Cr Newman
That Council:

1. Nominate Chief Executive Officer – Julie Reitano and Director of Corporate, Community and Commercial Services – Sharon Frank as the signatories for the Licensed Post Office (LPO) Agreement.
2. Report the signatories back to Australia Post for a new agreement to be drafted.

CARRIED

9/0

Responsible Officer
Regional Customer Services Officer/Team Coordinator

INFRASTRUCTURE SERVICES**Item Number:** 12.1**File Number:** D19/2968**SUBJECT HEADING:** REQUEST FROM ASSESSMENT 13004536 FOR
EXTENSION TO COUNCIL'S REGIONAL WATER SUPPLY
ZONE BOUNDARY**Officer's Title:** Manager - Water, Sewerage & Gas

Executive Summary:

The applicant wishes to develop their lot and has requested a connection to the Council water reticulation network. There is no water main near this lot and they are well outside of the Regional Water Supply Zone. They have therefore requested that Council extend the boundary of the supply zone to allow them to access this network.

Resolution No. GM/01.2019/12**Moved Cr Flynn****Seconded Cr McMullen**

That further information be provided with regard to detailed costings for the application in regard to assessment 13004536.

CARRIED

9/0

Responsible Officer**Manager - Water, Sewerage & Gas****DEVELOPMENT, FACILITIES & ENVIRONMENTAL SERVICES****Item Number:** 13.1**File Number:** D18/99444**SUBJECT HEADING:** DEVELOPMENT APPLICATION FOR MATERIAL CHANGE
OF USE "DWELLING HOUSE"**Location:** 261 Burtons Road, Orange Hill (4RP185444)**Officer's Title:** Lead Town Planner

Executive Summary:

A development application for a Material Change of Use for a "Dwelling house" was submitted which, if approved, would allow a second dwelling to be constructed on the landowner's rural property located at 261 Burtons Road, Orange Hill (Lot 4 on RP185444).

The development application is subject to impact assessment and must be assessed against the assessment benchmarks (to the extent relevant) provided by Section 45 of the Planning Act 2016. The Development Assessment Rules set out the procedural requirements for the development assessment process.

Public notification about the application was carried out in accordance with Part 4 of the Development Assessment Rules and for a period of 15 business days between 23 November 2018 and 14 December 2018. There were no properly made submissions received during this period.

The procedural requirements set out by the Development Assessment Rules to enable Council to make a decision on this matter have been fulfilled. The development application is generally consistent with the assessment benchmarks provided by the Planning Act 2016 and any perceived conflict with the assessment benchmarks can be addressed by way of conditions of development approval.

Resolution No. GM/01.2019/13**Moved Cr Chandler****Seconded Cr Newman**

That Council approve the application for a Material Change of Use “Dwelling house” on part of the land located at 261 Burtons Road, Orange Hill (being Lot 4 on RP 185444) subject to the following conditions:

Preamble

- i. The Capricorn Municipal Development Guidelines apply to this development. Refer to <http://www.cmdg.com.au/> for the Capricorn Municipal Development Guidelines (CMDG).
- ii. The relevant planning scheme for this development is the Maranoa Planning Scheme 2017. All references to the ‘Planning Scheme’ and ‘Planning Scheme Schedules’ within these conditions refer to the above Planning Scheme.
- iii. All Aboriginal Cultural Heritage in Queensland is protected under the (*Aboriginal Cultural Heritage Act 2003*) and penalty provisions apply for any unauthorised harm. Under the legislation a person carrying out an activity must take all reasonable and practicable measures to ensure the activity does not harm Aboriginal Cultural Heritage. This applies whether or not such places are recorded in an official register and whether or not they are located in, on or under private land. The developer is responsible for implementing reasonable and practical measures to ensure the Cultural Heritage Duty of Care Guidelines are met and for obtaining any clearances required from the responsible entity.
- iv. The *Environmental Protection Act 1994* states that a person must not carry out any activity that causes, or is likely to cause, environmental harm unless the person takes all reasonable and practicable measures to prevent or minimise the harm. Environmental harm includes environmental nuisance. In this regard, persons and entities involved in the operation of the approved development are to adhere to their ‘general environmental duty’ to minimise the risk of causing environmental harm to adjoining premises.
- v. The land use rating category for the site may change upon commencement of any approved use on the site. Council’s current Revenue Statement, which includes the minimum general rate levy for the approved use/s is available on the Council website: www.maranoa.qld.gov.au.
- vi. It is the responsibility of the developer to obtain all necessary permits and approvals associated with the development of the site and submit all necessary plans and policies to the relevant authorities for the approved use.
- vii. Refer to Attachment 2 – Adopted Infrastructure Charges Notice for infrastructure charges levied for the approved development.
- viii. In completing an assessment of the proposed development, Council has relied on the information submitted in support of the development application as true and correct. Any change to the approved operations on the site may require a new or changed development approval. It is recommended to contact Council for advice in the event of any potential change in circumstances.

Use

1. The approved development is for a “Dwelling house” (second dwelling) and associated carport as shown on the approved plans.

Note:

This development approval and the approval conditions apply to the “Proposed Residence & Carport” as shown on Site Plan 2018-21 01 prepared by I & K Builders dated 26/10/18. This approval does not apply to or authorise any other development on the site.

2. All conditions relating to the establishment of the approved development must be fulfilled prior to the approved use commencing, unless otherwise noted within these conditions.

Compliance Inspection

3. Prior to the commencement of use the applicant shall contact Council’s Planning Department and arrange a development compliance inspection.

Approved Plans and Documents

4. All works and operations are to be carried out generally in accordance with the approved plans listed in the following table. Where the approved plans are in conflict with the Assessment Manager’s conditions, the Assessment Manager’s conditions shall take precedence.

Plan/Document Number	Plan/Document Name	Date
2018-21 01	Site Plan	26/10/18
2018-21 02	Locality Plan	26/10/18
2018-21 03	Floor Plan	26/10/18
2018-21 04	Elevations	26/10/18

Development Works

5. The developer shall ensure that all approved works are carried out by appropriately qualified persons and the developer and the persons carrying out and supervising the work shall be responsible for all aspects of the works, including public and worker safety, and shall ensure adequate barricades, signage and other warning devices are in place at all times.
6. The developer is responsible for locating and protecting any Council and public utility services, infrastructure and assets that may be impacted on during construction of the development. Any damage to existing infrastructure (kerb, road pavement, existing underground assets, etc.) that is attributable to the progress of works on the site or vehicles associated with the development of the site shall be immediately rectified in accordance with the asset owners’ requirements and specifications and to the satisfaction of the asset owners’ representative(s).

Applicable Standards

7. All works must comply with:
 - a. this development approval;
 - b. the applicable codes of the planning scheme for the area;
 - c. Council’s standard designs for such work where such designs exist;
 - d. the Capricorn Municipal Development Guidelines; and
 - e. any relevant Australian Standard that applies to that type of work.

Despite the requirements of paragraphs a-e above, Council may agree in writing to an alternative specification. This alternative specification prevails over those specified in paragraphs a-e in the event of any inconsistency.

The developer must also ensure that any works do not conflict with any requirements imposed by any lawful requirements outside those stated above.

Access Road

8. A 4.0 metre wide internal access road shall be provided from the existing crossover from Burtons Lane to the “Proposed Residence & Carport” shown on Site Plan 2018-21 01 prepared by I & K Builders dated 26/10/18. The internal access road shall remain free of impediment or obstacle at all times.
9. The landowner is responsible for the maintenance of the vehicle crossover from the road carriageway to the property boundary. Should any damage be caused to Burtons Lane at the approved access location, it is the landowner’s responsibility to ensure it is reinstated. Any repair works are to be undertaken in consultation with Council and at the landowner’s expense.

Building Appearance

10. The “Dwelling house”, including the carport, is to incorporate building materials and surface finishes that are compatible and consistent with the primary dwelling house on the site.

Refuse Storage

11. Waste containers must be provided on site for the exclusive use of the “Dwelling house” and must be maintained in a clean and tidy state at all times while the use continues. The waste containers shall be emptied and the waste removed from the site on a regular basis.

Lighting

12. Lighting associated with the approved use, including any security lighting, shall be such that the lighting intensity does not exceed 8.0 lux at a distance of 1.5 meters from the Development site area.
13. All lighting shall be directed or shielded so as to ensure that no glare directly affects land uses outside of the development site area.

Avoiding Nuisance

14. During and after the establishment of the approved development, no nuisance is to be caused outside the development site area by way of smoke, dust, rubbish, contaminant, stormwater discharge or siltation at any time.
15. There must not be unreasonable or sustained levels of noise or odour and no nuisance caused outside the development site area during the course of any construction works and after the use commences.

Construction Activities

16. During construction, soil erosion and sediment must be managed in accordance with the Capricorn Municipal Design Guidelines.
17. If there is a possibility of erosion or silt or other materials being washed off the property being developed during the development process, the developer must document and implement a management plan that prevents this from occurring.
18. All fill placed on the site is limited to that necessary to accommodate the approved use.

Note: An Operational works application will be required to be submitted to and approved by Council for any of cut and/or filling works that exceed 100m³.

19. Excavation or filling must be undertaken in accordance with the Capricorn Municipal Development Guidelines.

Services

20. The “Dwelling house” is to be provided with a minimum water supply of 22,500 litres provided by a rainwater tank connected to the premises.
21. The site must be connected to an on-site sewerage treatment system adequate for the use that is designed in accordance with AS/NZS 1547:2012.
22. The removal and disposal of any effluent from the site must be performed by a suitably licensed contractor.

Note: The landowner/operator is responsible for obtaining any permits required to achieve compliance with environmental laws relevant to the provision of onsite sewerage treatment and/or disposal.

23. In the event that the “Dwelling house” cannot be supplied with an adequate supply of electricity through efficient design and alternative energy technologies, a connection to the reticulated electricity network must be made available.
24. If the “Dwelling house” is connected to a telecommunication service, then such works shall be undertaken in accordance with the relevant service provider’s requirements and specifications along with relevant building standards requirements and specifications.
25. Any conflicts associated with proposed and existing services shall be forwarded by the developer to the appropriate controlling authority for approval for any proposed changes.

Stormwater and Drainage

26. Appropriate pollution control devices and/or methods shall be implemented to ensure that no contamination or silting of creeks or other waterways result from the stormwater generated from the approved use.
27. Stormwater must not be allowed to pond on the property being developed, during the development process and after the development has been completed.
28. Post-development stormwater runoff flows from the development site are not to exceed pre-development stormwater runoff flows to adjoining properties and roads.

Emergency Events

29. A bushfire hazard management plan shall be prepared prior to the commencement of use having regard to the site characteristics and management procedures in the event of a bushfire. All occupants of the “Dwelling house” shall be made aware of the bushfire hazard management plan, its content, and the procedures that need to be followed in the case of a bushfire event.
30. The “Dwelling house” must be provided with access to a reliable water supply for firefighting purposes (such as a dedicated water tank with a minimum 22,500 litre capacity, a swimming pool or dam located on the site and within the proximity of the dwelling).

31.	A flood management plan shall be prepared prior to the commencement of the use having regard to the site characteristics and management procedures in the event of flood. All occupiers shall be made aware of the flood management plan, its content, and the procedures that need to be followed in the case of a major flood event.
Latest Version	
32.	Where another condition refers to a specific published standard, manual or guideline, including specifications, drawings, provisions and criteria within those documents, that condition shall be deemed as referring to the latest versions of those publications that are publicly available at the time the first operational works or compliance approval is lodged with the assessment manager or approval agency for those types of works to be performed or approved, unless a regulation or law requires otherwise.
Application Documentation	
33.	It is the developer's responsibility to ensure that all entities associated with the Development Approval have a legible copy of the Decision Notice and the Approved Plans and the Approved Documents bearing 'Council Approval'.
CARRIED	
9/0	

Responsible Officer	Lead Town Planner
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Item Number: 13.2 **File Number:** D18/99505

SUBJECT HEADING: DEVELOPMENT APPLICATION FOR A MATERIAL CHANGE OF USE "LOW IMPACT INDUSTRY"

Location: Warrego Highway, Roma (69SP206879)

Applicant: Outback Truckstops Pty Ltd C/- Precinct Urban Planning

Officer's Title: Lead Town Planner

Executive Summary:

Precinct Urban Planning, on behalf of Outback Truckstops Pty. Ltd., have submitted a development application for a Material Change of Use for a "Low impact industry" which, if approved, would provide for the expansion of the existing iOR Petroleum facility that is located approximately 5 kilometres west of Roma on the Warrego Highway (being Lot 69 on SP206879).

The development application is subject to impact assessment and must be assessed against the assessment benchmarks (to the extent relevant) provided by Section 45 of the Planning Act 2016. The Development Assessment Rules set out the procedural requirements for the development assessment process.

Public notification about the application was carried out in accordance with Part 4 of the Development Assessment Rules and for a period of 15 business days between 28 November 2018 and 19 December 2018. There were no properly made submissions received during this period.

The procedural requirements set out by the Development Assessment Rules to enable Council to make a decision on this matter have been fulfilled. The development application is generally consistent with the assessment benchmarks provided by the Planning Act 2016 and any perceived conflict with the assessment benchmarks is addressed having regard to the lawful existing use of the development site or can otherwise be appropriately addressed by way of conditions of development approval.

Resolution No. GM/01.2019/14

Moved Cr Newman

Seconded Cr McMullen

That Council approve the application for a Material Change of Use “Low impact industry” (expansion of existing industrial activity) on part of the land located on Lot 69 on SP206879 subject to the following conditions:

Preamble

1. The Capricorn Municipal Development Guidelines apply to this development. Refer to <http://www.cmdg.com.au/> for the Capricorn Municipal Development Guidelines (CMDG).
2. The relevant planning scheme for this development is the Maranoa Planning Scheme 2017. All references to the ‘Planning Scheme’ and ‘Planning Scheme Schedules’ within these conditions refer to the above Planning Scheme.
3. All Aboriginal Cultural Heritage in Queensland is protected under the (*Aboriginal Cultural Heritage Act 2003*) and penalty provisions apply for any unauthorised harm. Under the legislation a person carrying out an activity must take all reasonable and practicable measures to ensure the activity does not harm Aboriginal Cultural Heritage. This applies whether or not such places are recorded in an official register and whether or not they are located in, on or under private land. The developer is responsible for implementing reasonable and practical measures to ensure the Cultural Heritage Duty of Care Guidelines are met and for obtaining any clearances required from the responsible entity.
4. The *Environmental Protection Act 1994* states that a person must not carry out any activity that causes, or is likely to cause, environmental harm unless the person takes all reasonable and practicable measures to prevent or minimise the harm. Environmental harm includes environmental nuisance. In this regard, persons and entities involved in the operation of the approved development are to adhere to their ‘general environmental duty’ to minimise the risk of causing environmental harm to adjoining premises.
5. The land use rating category for the site may change upon commencement of any approved use on the site. Council’s current Revenue Statement, which includes the minimum general rate levy for the approved use/s is available on the Council website: www.maranoa.qld.gov.au.
6. It is the responsibility of the developer to obtain all necessary permits and approvals associated with the development of the site and submit all necessary plans and policies to the relevant authorities for the approved use.
7. All persons involved in the operation or use of the site have an obligation to take all reasonable and practical measures to prevent or minimise any biosecurity risk under the *Biosecurity Act 2014*.
8. Refer to Attachment 2 – Adopted Infrastructure Charges Notice for infrastructure charges levied for the approved development.
9. In completing an assessment of the proposed development, Council has relied on the information submitted in support of the development application as true and correct. Any change to the approved operations on the site may require a new or changed development approval. It is recommended to contact Council for advice in the event of any potential change in circumstances.

Use

10. The approved development is for a Material Change of Use - “Low impact industry” (expansion of an existing industrial activity) as shown on the approved plans.

Note: This development approval and the approval conditions apply to the Proposed ULP Loadout facility, Proposed Cross Loading Area, Proposed Workshop and Proposed Dongas shown on Approved Plan 00078/18 - Proposed Site Plan prepared by Martin Building Design dated 11/06/18. This approval does not apply or authorise any other development or use on the site.

11. A Biosecurity Plan for the site must be prepared and implemented in accordance with the *Biosecurity Act 2014*. The plan must be prepared by an appropriately qualified person taking into account all existing and approved operations on the site and addressing the risk of spread of Priority Pest Plants. A copy of the plan must be submitted to Council prior to commencement of the approved development.

Note: The Pest Management Plan (PMP) for the Maranoa Region is available on Council’s website via the following link: <http://www.maranoa.qld.gov.au/pest-management-plan>.

The PMP identifies, among others, Parkinsonia, Prickly Acacia and Parthenium as Priority Pest Plants to be managed in the Maranoa Region.

Compliance Inspection

12. All conditions relating to the establishment of the approved development must be fulfilled prior to the approved use commencing, unless otherwise noted within these conditions.
13. Prior to the commencement of use the applicant shall contact Council’s Planning Department and arrange a development compliance inspection.

Approved Plans and Documents

14. All works and operations are to be carried out generally in accordance with the approved plans listed in the following table. Where the approved plans are in conflict with the Assessment Manager’s conditions, the Assessment Manager’s conditions shall take precedence.

Plan/Document Number	Plan/Document Name	Date
00078/18 1 of 5	Existing Site Plan	11/06/18
00078/18 2 of 5	Proposed Site Plan	11/06/18
00078/18 3 of 5	Road & Carpark Details	11/06/18
00078/18 4 of 5	Satellite Imagery Overlay	11/06/18
00078/18 5 of 5	Proposed Workshop	11/06/18
00078/18 6 of 5	Workshop Elevations	11/06/18
Project No: 13887	Stormwater Management Plan	16/11/18
	HT30 Specification Sheet	

Development Works

15. During the course of constructing the works, the developer shall ensure that all works are carried out by appropriately qualified persons and the developer and the persons carrying out and supervising the work shall be responsible for all aspects of the works, including public and worker safety, and shall ensure adequate barricades, signage and other warning devices are in place at all times.

16. The developer is responsible for locating and protecting any Council and public utility services, infrastructure and assets that may be impacted on during construction of the development. Any damage to existing infrastructure (kerb, road pavement, existing underground assets, etc.) that is attributable to the progress of works on the site or vehicles associated with the development of the site shall be immediately rectified in accordance with the asset owners' requirements and specifications and to the satisfaction of the asset owners' representative(s).

17. All works must comply with:

- a. this development approval;
- b. any relevant Acceptable Solutions of the applicable codes of the planning scheme for the area;
- c. Council's standard designs for such work where such designs exist;
- d. the Capricorn Municipal Development Guidelines; and
- e. any relevant Australian Standard that applies to that type of work.

Despite the requirements of paragraphs a-e above, Council may agree in writing to an alternative specification. This alternative specification prevails over those specified in paragraphs a-e in the event of any inconsistency.

The developer must also ensure that any works do not conflict with any requirements imposed by any concurrent lawful requirements outside those stated above.

Emergency Events

18. All material and machinery with the potential to cause harm by way of floating debris or potential contamination of waterways during a flood event must be stored outside of the Flood hazard area as defined on the State Planning Policy Interactive Mapping System or in flood proof containers that are adequately secured. Any material or machinery with the potential to cause harm or contamination that is located in these areas shall be stored in such a manner as to be easily accessed and relocated off-site ahead of a minor or major flood event.
19. A flood management plan, having regard to the site characteristics and management procedures in the event of flood, shall be prepared prior to the commencement of the use. The owner and/or operator, staff and visitors shall be made aware of the flood management plan, its content and the procedures that need to be followed in the case of a major flood event.

Avoiding Nuisance

20. No nuisance is to be caused to adjoining properties and occupiers by the way of smoke, dust, noise, odour, rubbish, contaminant, stormwater discharge or siltation at any time.
21. Dust emanating as a result of operations carried out onsite must be continually monitored and suppressed in order to prevent any dust drifting onto road networks, nearby properties and sensitive land uses. The landowner/operator must implement a dust management plan for the site operations.
22. The approved use and its surrounds must be kept in an orderly fashion, free of rubbish and clear of weeds and long grasses. The approved development and the premises are to be maintained in a clean and tidy condition and not pose any health and safety risks to the community.

Repair Damaged Infrastructure

23. The developer is responsible for locating and protecting any Council and public utility services, infrastructure and assets.

24. Any damage to roads and infrastructure that is attributable to the progress of works on the site or vehicles associated with the development of the site, must be repaired in accordance with the asset owners' requirements and specifications and to the satisfaction of the asset owners' representative(s).

Erosion Control

25. All construction works on site are to be undertaken in accordance with the Institute of Engineers (Australia) (IEAUST) Soil Erosion and Sediment Control Engineering Guidelines for Queensland Construction sites.
26. If there is a possibility of erosion or silt or other materials being washed off the property during the development process or after the development is completed, the developer must document and implement a management plan that prevents this from occurring.
27. The developer shall immediately clean up and satisfactorily remove any deposited construction material or silt runoff from the development site.
28. Stockpiles of topsoil, sand, aggregate, spoil or other material capable of being moved by the action of running water shall be stored clear of drainage paths and be prevented from entering the road and/or drainage system.
29. Should it be necessary for the road and/or drainage system to be reinstated or cleaned up due to erosion and/or sedimentation from the site, then such works shall be at no cost to Council. Such works shall be undertaken immediately where there is a potential hazard to pedestrians and/or passing traffic.

Advertising Signage

30. Any proposed advertising signage that does not form part of this approval is subject to further development approval unless otherwise meeting the requirements for Accepted development in the Planning Scheme, or other applicable planning instrument in force at the relevant time.
31. Any free standing advertising signage or structure to be constructed on the subject site shall be designed by an RPEQ (Structural) Engineer and certification provided for both design and construction.

Access, Parking and Manoeuvring

32. Vehicles entering and exiting the development site must be able to enter and leave in forward direction. Vehicle manoeuvres in this regard are to be totally contained within the development site boundaries.
33. All vehicle movements within the site are to be clear of proposed parking areas, buildings and landscape treatments. Vehicle parking bays must not encroach into swept paths for vehicle movement's onsite.
34. All heavy vehicle access, parking and standing areas must be separated from light vehicle parking areas.
35. All onsite access, parking and manoeuvring areas are to be sealed with an approved impervious surface. Surfacing shall consist of reinforced concrete, concrete pavers, segmental clay pavers, asphaltic hotmix or two coat (primerseal/seal) bitumen seal.
36. A minimum of twenty-eight car parking spaces, including one (1) car parking space for persons with disabilities, shall be provided generally in the area shown as "Designated Parking" on approved plan number 00078/18 Sheet 2 of 5 – "Proposed Site Plan" prepared by Martin Building Design dated 11/06/18.

37. The car parking area shall be designed, signed and line marked in accordance with approved plan 00078/18 Sheet 3 of 5 "Road & Carpark Details" prepared by Martin Building Design dated 11/06/18.
38. All parking spaces are to be clearly delineated with an appropriate line-marking paint that meets the applicable Australian Standard.
39. Disabled car parking bays shall be designed in accordance with AS/NZS 2890.6:2009 Parking Facilities Part 1: Off-Street Car Parking.
40. All vehicular access and related items must comply with (i) the development approval conditions, (ii) any relevant provisions in the planning scheme for the area including Schedule 2: "Standards for Roads, Car Parking, Access and Manoeuvring Areas", (iii) Council's standard designs for such work where such designs exist, (iv) any relevant Australian Standard that applies to that type of work and (v) the Capricorn Municipal Development Guidelines (CMDG) and (vi) any alternative specifications that Council has agreed to in writing and which the developer must ensure do not conflict with any requirements imposed by any applicable laws and standards.

Refuse Storage

41. A permanent enclosed bulk refuse storage area must be provided within the development. All refuse storage containers shall be screened and retain reasonable standards of amenity for users of the premises and surrounding land uses. Refuse storage facilities must not be visually obtrusive.
42. All refuse storage containers must be maintained in a clean and tidy state at all times while the use continues, and shall be emptied and the waste removed from the site on a regular basis.
43. A dedicated area shall be provided for service vehicle access and manoeuvring for waste collection within the development site area. The dedicated area shall be provided in accordance with the Capricorn Municipal Development Guidelines.

Lighting

44. Lighting associated with the approved use, including any security lighting, shall be such that the lighting intensity does not exceed 8.0 lux at a distance of 1.5 metres from the Development site area.
45. All lighting shall be directed or shielded so as to ensure that no glare directly affects land uses outside of the Development site area.

Provision of Services

46. The approved development is to be provided with an approved water allocation as provided by the relevant agency with sufficient capacity to meet all operational needs, including potable water sufficient to meet the needs of all visitors to the site and water required to mitigate dust nuisance generated by vehicles accessing the site.
47. The approved development must be provided with access to a reliable water supply for firefighting purposes.
48. The site must be connected to an on-site sewerage treatment system that is adequate for the approved use. The removal and disposal of any effluent from the site must be performed by a suitably licensed contractor.
49. The number of employees and visitors on site at any one time shall be limited to the maximum capacity of the onsite sewerage treatment system.

Note: The landowner/operator is responsible for obtaining any permits required to achieve compliance with environmental laws relevant to the provision of onsite sewerage treatment and/or disposal.

- 50. The provision of sanitary/amenity facilities adequate to meet the needs of all employees and visitors must be provided on site.**

Note: The landowner/operator is responsible for obtaining any development permits required in conjunction with the provision of amenities on the site, including permits for building works and plumbing and drainage works.

- 51. The development must be connected to an electricity reticulation service in accordance with the relevant service provider's requirements and specifications along the relevant building standards, requirements and specifications.**
- 52. If the development is connected to a telecommunication service, then such works shall be undertaken in accordance with the relevant service provider's requirements and specifications along with relevant building standards requirements and specifications.**
- 53. Any conflicts associated with proposed and existing services shall be forwarded by the developer to the appropriate controlling authority for approval for any proposed changes.**

Stormwater and Drainage

- 54. Stormwater runoff from roofs and impervious surfaces is to be collected internally and piped generally in accordance with the CMDG Design Guidelines D-5 'Stormwater Drainage Design' to the lawful point of discharge.**
- 55. Stormwater must not be allowed to pond on the property being developed during the development process and after the development has been completed.**
- 56. Post-development stormwater runoff flow from the development site is not to exceed pre-development stormwater runoff flows to adjoining properties or roads, as demonstrated in the approved Stormwater Management Plan Project No: 13887 prepared by RMA Engineers dated 16 November 2018.**
- 57. There must be no increases in any silt loads or contaminants in any overland flow from the property being developed during the development process and after the development has been completed. All wastewater from the approved operation is to be collected onsite using appropriate pollution control devices or methods to ensure no contamination or silting of creeks or other waterways.**

No Cost to Council

- 58. The developer is responsible for meeting all costs associated with the approved development unless there is specific agreement by other parties, including the Council, to meeting those costs.**
- 59. All rates and charges of any description and all arrears of such rates and charges, together with interest outstanding thereon, on the land, due to Council, shall be paid to the Council prior to construction commencing.**

Latest Versions

60. Where another condition refers to a specific published standard, manual or guideline, including specifications, drawings, provisions and criteria within those documents, that condition shall be deemed as referring to the latest versions of those publications that are publicly available at the first operational works or compliance approval is lodged with the assessment manager or approval agency for those types of works to be performed or approved, unless a regulation or law requires otherwise.

Application Documentation

61. It is the developer's responsibility to ensure that all entities associated with this Development Approval have a legible copy of the Decision Notice and the Approved Plans and Approved Documents bearing 'Council Approval.'

CARRIED

9/0

Responsible Officer	Lead Town Planner
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Item Number: 13.3 File Number: D19/170

SUBJECT HEADING: DEVELOPMENT APPLICATIONS FOR DOMESTIC OUTBUILDINGS IN FLOOD HAZARD AREAS

Officer's Title: Lead Town Planner

Executive Summary:

Domestic outbuildings (sheds) proposed in flood hazard areas are made impact assessable under the Maranoa Planning Scheme 2017 and require a development approval to be issued by Council prior to construction. The required development application fee is \$2,060 and the process can take up to six months from the time an application is received.

Generally, a shed associated with an existing residential dwelling which is able to achieve compliance with the overarching zone code provisions (i.e. setbacks, size, and height) is accepted development and would not require a development permit from Council.

Several residents who own residential properties in a flood hazard area and are wanting to build a shed have questioned the reasonableness of the development application process and the associated fees.

Resolution No. GM/01.2019/15

Moved Cr Newman

Seconded Cr McMullen

That Council:

1. Authorise the preparation of a Temporary Local Planning Instrument (TLPI) that provides planning policies specific to the assessment of domestic outbuildings in flood hazard areas identified in Council's adopted flood hazard mapping contained in the Maranoa Planning Scheme 2017.
2. Waive the town planning application fees for domestic outbuildings associated with a residential dwelling in a flood hazard area until such time as a decision is made regarding the TLPI.

CARRIED

9/0

Responsible Officer	Lead Town Planner
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Item Number: 13.4 **File Number:** D18/99067
SUBJECT HEADING: REGIONAL POOL REPORT NOVEMBER 2018
Officer's Title: Support Officer - Facilities

Executive Summary:

Across the region, Council maintain five swimming pool complexes and the Great Artesian Spa complex.

Contractors operate the pools under Management Agreements, and provide monthly reports to Council identifying attendance, pool temperatures, chemical levels, maintenance issues and consumables.

Reports were presented for the month of November 2018 for the Mitchell Swimming Pool, Great Artesian Spa, Injune Swimming Pool, Surat Swimming Pool and Wallumbilla Swimming Pool.

The Roma Denise Spencer Pool report had not been submitted by the contractor at the time of writing the report.

Resolution No. GM/01.2019/16

Moved Cr O'Neil

Seconded Cr Flynn

That Council receive the Regional Swimming Pool reports for the month of November 2018.

CARRIED

9/0

Responsible Officer

Support Officer - Facilities

Item Number: 13.5 **File Number:** D19/642
SUBJECT HEADING: REGIONAL POOL REPORT DECEMBER 2018
Officer's Title: Support Officer - Facilities

Executive Summary:

Across the region, Council maintains five swimming pool complexes and The Great Artesian Spa complex.

Contractors operate the pools under Management Agreements, and provide monthly reports to Council identifying attendance, pool temperatures, chemical levels, maintenance issues and consumables.

Reports presented for the month of December 2018 include Great Artesian Spa, Mitchell Memorial Pool, Surat Pool and Wallumbilla Pool.

Injune Pool & Denise Spencer Pool Roma monthly report has not yet been submitted by the Contractor at the time of writing this report.

Resolution No. GM/01.2019/17

Moved Cr Newman

Seconded Cr O'Neil

That Council receive the Regional Swimming Pool reports for the month of December 2018.

CARRIED

9/0

Responsible Officer

Support Officer - Facilities

Item Number: 13.6 File Number: D19/1682

SUBJECT HEADING: USER AGREEMENT RENEWAL - QUEENSLAND BLUE LIGHT ASSOCIATION INC - BENDEMERE BLUELIGHT SHED

Officer's Title: Facility Lease Management & Housing Officer/Team Coordinator

Executive Summary:

Council has been advised by Queensland Blue Light Association Inc. - Bendemere Blue Light Shed that they would like to renew their User Agreement for the building known as the Bendemere Blue Light Shed, located in Perry Street in Yuleba.

Resolution No. GM/01.2019/18

Moved Cr Newman

Seconded Cr Chambers

That Council enter into an agreement with the Queensland Blue Light Association Inc. - Bendemere Blue Light Shed for the use of the Bendemere Blue Light Shed for a period of (5) five years.

CARRIED

9/0

Responsible Officer

Facility Lease Management & Housing Officer/Team Coordinator

Item Number: 13.7 File Number: D19/2132

SUBJECT HEADING: USE OF COUNCIL FACILITIES BY ROMA PERFORMING ARTS

Officer's Title: Regional Grants & Council Events Development Coordinator

Executive Summary:

Council received a request from the Roma Performing Arts to assist with their 2019 performance, which is their 50th anniversary year. The assistance relates to the extended use of Council facilities – the Cultural Centre and the Hibernian Hall – in the lead-up to the production in May.

Resolution No. GM/01.2019/19

Moved Cr Chandler

Seconded Cr Chambers

That Council:

1. Approve the request from the Roma Performing Arts Society for extended use of Council facilities in the lead-up to their production in May 2019, noting it is a larger production to mark their 50th anniversary year specifically:
 - a) Use of the Hibernian Hall for the first Sunday of the month from February – May;
 - b) Exclusive use of the auditorium in the Cultural Centre from 24 April – 21 May.
2. Recognise that as a not-for-profit organisation, there is no charge or bond applicable for the hire of these facilities under the 2018/19 Fees and Charges.
3. Work with the Roma Performing Arts Society to formulate a User Agreement to cover performances in future years.

CARRIED

9/0

Responsible Officer

Regional Grants & Council Events Development Coordinator

Item Number: 13.8 File Number: D19/3071

SUBJECT HEADING: FUNDING AVAILABLE THROUGH AUSTRALIAN GOVERNMENT'S 'COMMUNITIES COMBATING PESTS AND WEED IMPACTS DURING DROUGHT' PROGRAM

Officer's Title: Regional Grants & Council Events Development Coordinator

Executive Summary:

Council is one of the 202 drought-affected local councils who are eligible to apply for the Australian Government's 'Communities Combating Pests and Weed Impacts During Drought' Program. There is no co-contribution required.

Resolution No. GM/01.2019/20

Moved Cr Newman

Seconded Cr Stanford

That Council:

1. Apply for funding for a weeds eradication program under the Australian Government's 'Communities Combating Pests and Weed Impacts During Drought' Program.
2. Authorise the Chief Executive Officer, or delegate, to sign the funding agreement if the application is successful.

CARRIED

9/0

Responsible Officer

Regional Grants & Council Events Development Coordinator

Item Number: 13.9 File Number: D19/3381

SUBJECT HEADING: APPROVAL FOR VARIATION TO WORKS FOR QUEENSLAND FUNDED PROJECTS

Officer's Title: Regional Grants & Council Events Development Coordinator

Executive Summary:

Council has previously received \$1.35m in non-contestable funding under the Queensland Government's Works for Queensland program 2017-19. One of the projects is under budget, and it was proposed that a variation be requested from the Department to allocate these funds to another approved project.

Resolution No. GM/01.2019/21

Moved Cr Chambers

Seconded Cr Schefe

That Council:

1. Request a variation from the Department of Local Government for projects under the Works for Queensland 2017-19 Program:
 - Re-allocate the budget surplus (approximately \$30,000) from the Bore 12 Reservoir and Booster project to the Metering Unmetered Connections in Roma project.
2. Authorise the Chief Executive Officer to sign the variation form.

CARRIED

8/1

Mayor Golder called for a division of the vote.

The outcomes were recorded as follows:

Those in Favour of the Motion	Those Against the Motion
Cr. Chambers	Cr. Golder
Cr. Chandler	
Cr. Flynn	
Cr. McMullen	
Cr. Newman	
Cr. O'Neil	
Cr. Schefe	
Cr. Stanford	

Responsible Officer	Regional Grants & Council Events Development Coordinator
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The following item was moved from the Confidential Agenda to the Open Agenda as resolved by Council earlier during the meeting.

Item Number: 12.2 (Originally Item Number - C.10)

File Number: D19/3148

SUBJECT HEADING:

**CONTRIBUTION TO INLAND QUEENSLAND ROADS
ACTION PROJECT (IQ-RAP)**

Officer's Title:

Assets Officer - Transport Network

Executive Summary:

Council received a request from the Chair of the Inland Queensland Roads Action Group to continue its support of the Inland Queensland Road Action Project (IQ-RAP) through a \$1,500 (excluding GST) contribution for secretariat support services.

Resolution No. GM/01.2019/22

Moved Cr Chambers

Seconded Cr Chandler

That Council:

- 1. Authorise the contribution of \$1,500 (excluding GST) to provide continued support towards progressing the Inland Queensland Road Action Project.**
- 2. Transfer the required funding from GL 2201.2001.2001 - Infrastructure Management and Support.**

CARRIED

9/0

Responsible Officer	Assets Officer - Transport Network
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The following item was moved from the Confidential Agenda to the Open Agenda as resolved by Council earlier during the meeting.

Item Number: 13.10
(Originally Item Number C.21)

File Number: D19/3177

SUBJECT HEADING: LOCOMOTIVE MITCHELL MEMORIAL PARK COMMUNITY CONSULTATION OUTCOME

Officer's Title: Local Development Officer - Mitchell

Executive Summary:

The Queensland Pioneer Railway restoration committee has previously approached Council requesting that they acquire the C17 locomotive from Mitchell Memorial Park with the proposal that it be relocated and restored at the Queensland Pioneer Steam Railway in Ipswich.

Council resolved at their meeting on 23 May 2018 to undertake community consultation regarding this request, which occurred in October 2018. The report provides an update on the results of the consultation.

Discussion:

The following draft motion was put forward by Mayor Golder:

Moved Cr Golder

That Council:

1. Accept the results from the Mitchell community consultation.
2. Allow the C17 Locomotive, currently located in the Mitchell Memorial Park, to be removed for restoration purposes by the Queensland Pioneer Steam Railway committee, and relocated to the Queensland Pioneer Steam Railway in Ipswich, on the proviso that Council sign an agreement with the Queensland Pioneer Steam Railway Committee that Council can buy back the fully restored steam train over the next ten (10) years for the amount of \$350,000 should future terms of Council decide they would like a working steam train in Mitchell at some time.
3. Investigate options in the interim period for replacement of any gift given by the committee to be taken back to the Mitchell community for further consultation.

NO VOTE TAKEN

Cr. McMullen indicated that he would 'Second' the draft motion if Mayor Golder was happy to remove reference to the initially quoted monetary figure specified in point 2 of the draft motion. Mayor Golder indicated he was happy to accept the amendment, and therefore the amended draft motion was recorded as follows:

Moved Cr Golder

Seconded Cr McMullen

That Council:

1. Accept the results from the Mitchell community consultation.
2. Allow the C17 Locomotive, currently located in the Mitchell Memorial Park, to be removed for restoration purposes by the Queensland Pioneer Steam Railway committee, and relocated to the Queensland Pioneer Steam Railway in Ipswich, on the proviso that Council sign an agreement with the Queensland Pioneer Steam Railway Committee that Council can buy back the fully restored steam train over the next ten (10) years should future terms of Council decide they would like a working steam train in Mitchell at some time.

- 3. Investigate options in the interim period for replacement of any gift given by the committee to be taken back to the Mitchell community for further consultation.**

NO VOTE TAKEN

No vote was taken on the draft motion with Cr. Flynn putting forward a further amendment to the draft motion as follows:

Moved Cr Flynn

Seconded Cr Chambers

That:

- 1. Council accept the results from the Mitchell community consultation and allow the C17 Locomotive, currently located in the Mitchell Memorial Park, to be removed for restoration purposes by the Queensland Pioneer Steam Railway committee, and relocated at the Queensland Pioneer Steam Railway in Ipswich.**
- 2. Relocation take place subject to Council's investigation of options for the replacement of the locomotive, with these options presented to the community for consultation.**

NO VOTE TAKEN

No vote was taken on the amendment to the draft motion with a Procedural Motion put forward and recorded as follows:

Moved Cr Stanford

That the matter lay on the table for further consideration at a later point during the meeting to allow time for further investigation and discussion with the Queensland Pioneer Steam Railway committee.

MOTION WITHDRAWN

Mayor Golder then put forward a further Procedural Motion with the outcome recorded as follows:

Resolution No. GM/01.2019/23

Moved Cr Golder

That the matter lay on the table for further consideration at a later point during the meeting to allow time for further investigation into the potential value of the asset for Council's further consideration.

CARRIED

7/2

Mayor Golder called for a division of the vote. The outcomes were recorded as follows:

Those in Favour of the Motion	Those Against the Motion
Cr. Chambers	Cr. Newman
Cr. Chandler	Cr. O'Neil
Cr. Flynn	
Cr. Golder	
Cr. McMullen	
Cr. Schefe	
Cr. Stanford	

The following item was moved from the Confidential Agenda to the Open Agenda as resolved by Council earlier during the meeting.

Cr. Flynn, having previously foreshadowed a 'Conflict of Interest' in the following item, for reasons stated under Section 'COUNCILLOR DECLARATIONS OF CONFLICTS OF INTEREST,' left the Chamber at 10.21am, taking no part in discussions and debate on the matter.

Item Number:
(Originally Item C.23)

12.3

File Number: D19/1843

SUBJECT HEADING:

**ROMA AIRPORT AVIATION SECURITY IDENTIFICATION
 CARD AND SECURITY FEE INFORMATION REPORT**

Author and Councillor's Title:

Manager - Airports (Roma, Injune, Surat, Mitchell)

Executive Summary:

This report provided background information relating to correspondence received from Roma Airport users on the control and display of Aviation Security Identification Cards in airside areas, particulars of the security call out fee advertised, commentary on security screening processes generally in place at Roma Airport and a comparison with another regional council area as proposed in the correspondence.

Moved Cr Golder

Seconded Cr McMullen

That Council:

1. Receive and note the Officer's report as presented.
2. Requests the Manager - Airports (Roma, Injune, Surat, Mitchell) liaise with regard to the concerns raised in the letter with a view to resolving the issues noted by the resident, and if necessary a report be brought back to Council.

NO VOTE TAKEN

Responsible Officer

**Manager - Airports (Roma, Injune, Surat,
 Mitchell)**

Resolution No. GM/01.2019/24

Moved Cr Stanford

That the matter lay on the table for further consideration.

CARRIED

6/2

Mayor Golder called for a division of the vote. The outcomes were recorded as follows:

Those in Favour of the Motion	Those Against the Motion
Cr. Chambers	Cr. Newman
Cr. Chandler	Cr. O'Neil
Cr. Flynn	
Cr. Golder	
Cr. McMullen	
Cr. Schefe	
Cr. Stanford	

Responsible Officer

**Manager - Airports (Roma, Injune, Surat,
 Mitchell)**

At cessation of discussion and debate on the abovementioned item, Cr. Flynn returned to the Chamber at 10.29am.

SUBJECT HEADING: SUSPENSION OF STANDING ORDERS
 COUNCIL ADJOURNED THE MEETING FOR MORNING TEA AT 10.30AM

SUBJECT HEADING: RESUMPTION OF STANDING ORDERS
 COUNCIL RESUMED THE MEETING AT 11.09AM

CONFIDENTIAL ITEMS

Item Number: C.1 **File Number:** D19/3382

SUBJECT HEADING: QUARTER 2 REPORT - PROGRESS ON IMPLEMENTING THE CORPORATE PLAN AND OPERATIONAL PLAN

Officer's Title: Chief Executive Officer

Executive Summary:

The report tabled the second quarter's report on Council's progress with implementing the Corporate Plan and Operational Plan.

Resolution No. GM/01.2019/25

Moved Cr Chambers

Seconded Cr Scheffe

That the report be received.

CARRIED

9/0

Responsible Officer

Chief Executive Officer

Item Number: C.2 **File Number:** D19/847

SUBJECT HEADING: MINOR AMENDMENTS TO THE ORGANISATIONAL STRUCTURE

Officer's Title: Manager - Organisational Development & Human Resources

Executive Summary:

The report sought Council approval for minor amendments to the organisational structure.

Resolution No. GM/01.2019/26

Moved Cr O'Neil

Seconded Cr Flynn

That Council endorse the proposed amendment to the organisational structure as follows:

- Change the position of Team Coordinator – Roma Parks & Gardens and Bassett Park / Regional Horticulturist (0239) to Team Coordinator – Roma Parks & Gardens and Regional Horticulturist
- Change reporting line of Bassett Park Worker / Team Leader (0224) from Team Coordinator – Roma Parks & Gardens and Bassett Park / Regional Horticulturist (0239) to Manager – Facilities (Land, Buildings & Structures) (0110)
- Change Regional Tourism Development Coordinator (Casual) (0220) FTE from 0.60 to 0.66
- Change Project Officer Tourism (Casual) (0681) FTE from 0.31 to 0.33

- Remove the position of Leading Hand (0952) from the Organisational Structure
- Change the position of Manager – Corporate Governance & Enterprise Risk (0121) to Operations Manager – Enterprise Risk, Quality, Safety & Environment
- Create a new position i.e. Project Officer – Rural Land Services reporting to the Manager – Environment, Health, Waste & Rural Land Services.

Further that Council note the planned arrangements for the gardening assistance for Bassett Park and Airport.

CARRIED

8/1

Mayor Golder called for a division of the vote.

The outcomes were recorded as follows:

Those in Favour of the Motion	Those Against the Motion
Cr. Chambers	Cr. Golder
Cr. Chandler	
Cr. Flynn	
Cr. McMullen	
Cr. Newman	
Cr. O'Neil	
Cr. Schefe	
Cr. Stanford	

Responsible Officer	Manager - Organisational Development & Human Resources
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Item Number:

C.3

File Number: D18/95649

SUBJECT HEADING:

REVIEW RATES PAYMENT ARRANGEMENT -
ASSESSMENT 14010888

Officer's Title:

Rates and Utilities Billing Officer

Executive Summary:

Council approved a temporary rate payment arrangement of \$100/week for a trial period of three months under a hardship application. The trial period has now finished. This report is to consider the rates payment arrangement proposed by the applicant.

Resolution No. GM/01.2019/27

Moved Cr Chambers

Seconded Cr Chandler

That:

1. Council not accept the rate payment arrangement as it exceeds a reasonable timeframe to have rates and charges paid in full.
2. Given the rates and charges have been outstanding for more than three years, continue with the adopted debt recovery process.

CARRIED

8/1

Mayor Golder called for a division of the vote.

The outcomes were recorded as follows:

Those in Favour of the Motion	Those Against the Motion
Cr. Chambers	Cr. Golder
Cr. Chandler	
Cr. Flynn	
Cr. McMullen	
Cr. Newman	
Cr. O'Neil	
Cr. Scheffe	
Cr. Stanford	

Responsible Officer	Rates and Utilities Billing Officer
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Item Number: C.4 **File Number:** D19/2956

SUBJECT HEADING: SALE OF LAND UPDATE - LOT 46 WAL53332 & LOT 2 RP105321

Officer's Title: Rates and Utilities Billing Officer

Executive Summary:

The purpose of this report was to provide Council with an update on the progress of the sale of land for rate arrears on Lot 46 WAL53332 & Lot 2 RP105321.

Resolution No. GM/01.2019/28

Moved Cr McMullen

Seconded Cr Chandler

That Council receive the information and note that:

- There are three (3) properties (of the 20 assessments listed in Resolution No. GM/06.2018/55) remaining in this debt recovery process; and
- Each has outstanding rates and charges over three years; and
- Each has had six months' notice about the decision to sell the land for overdue rates and charges; and
- Each still has the opportunity to pay the outstanding rates and charges in full before the auction, scheduled for 2pm Thursday 24 January 2019.

CARRIED

8/1

Mayor Golder called for a division of the vote.

The outcomes were recorded as follows:

Those in Favour of the Motion	Those Against the Motion
Cr. Chambers	Cr. Golder
Cr. Chandler	
Cr. Flynn	
Cr. McMullen	
Cr. Newman	
Cr. O'Neil	
Cr. Scheffe	
Cr. Stanford	

Responsible Officer	Rates and Utilities Billing Officer
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Item Number: C.5 File Number: D19/3165

SUBJECT HEADING: RATES HARDSHIP APPLICATION - ASSESSMENT
14020630

Officer's Title: Rates and Utilities Billing Officer

Executive Summary:

Correspondence has been received from a ratepayer requesting an extension of time for payment of rates for Assessment 14020630.

Resolution No. GM/01.2019/29

Moved Cr Newman

Seconded Cr Stanford

That Council:

1. Grant an extension of time of 6 months to allow time for the matrimonial property settlement or sale of the property.
2. At the completion of the 6 month period, review the applicant's request.
3. Advise the applicant to keep in contact with Council on a regular basis regarding the matrimonial property settlement or sale progress of the property.

CARRIED

9/0

Responsible Officer

Rates and Utilities Billing Officer

Item Number: C.6 File Number: D19/2998

SUBJECT HEADING: MY MARANOA BUSINESS INITIATIVE - OPTION FOR
MONTHLY BILLING OF RETICULATED NATURAL GAS
ACCOUNTS FOR INDUSTRIAL AND COMMERCIAL
CUSTOMERS

Officer's Title: Rates & Utilities Billing Officer

Executive Summary:

Council has trialled monthly gas readings and invoicing with one (1) industrial customer since July 2018. The monthly billing has assisted the customer to improve the management of their account and has had a positive effect on the balance outstanding (significant reduction). As industrial and commercial gas customers often have high consumption due to their business operations, the utility billing amount after three months can be significant. Monthly billing may assist businesses in this situation.

Resolution No. GM/01.2019/30

Moved Cr Chandler

Seconded Cr Golder

That Council provide industrial and commercial gas customers the option of a monthly gas billing cycle.

CARRIED

9/0

Responsible Officer

Rates & Utilities Billing Officer

Item Number: C.7 File Number: D19/3069

SUBJECT HEADING: QUOTATION REQUEST - PRODUCTION OF AGGREGATE MATERIAL AT ROMA QUARRY

Officer's Title: Manager - Procurement & Commercial Services

Executive Summary:

Pre-Qualified Suppliers for On-Site Crushing Services were invited to provide quotes for the production of aggregate at the Roma Quarry. The quote was released on 19 December 2018 and closed on 4 January 2019.

The submissions were tabled for Council's consideration.

Resolution No. GM/01.2019/31

Moved Cr McMullen

Seconded Cr Newman

That:

1. Council select Milbrae Quarries Pty Ltd as the recommended supplier for Quotation Request – Aggregate Production at Roma Quarry.
2. The scope of work be limited to the production of 50,000 tonnes of aggregate (exclusive of crusher dust and scalps).
3. Council authorise the Chief Executive Officer (or delegate) to enter into final negotiations with Milbrae Quarries Pty Ltd, noting the quoted value of \$935,000 inclusive of GST, and form a contract by way of purchase order if the terms are acceptable.
4. Expenditure be assigned to Work Order 14583.2591 (Quarry Operations – Production Costs – Crushing).

CARRIED

9/0

Responsible Officer

Manager - Procurement & Commercial Services

Item Number: C.8 File Number: D18/99249

SUBJECT HEADING: ROMA QUARRY BUSINESS REPORT - NOVEMBER 2019

Officer's Title: Administration / Costing Officer – Materials Production (Quarry & Pits)

Executive Summary:

This report was presented to Council to provide a summary of the Council's Quarry for November 2018 and the financial year to date. The information in this report aimed to review the month's activities, give an overview of financial performance and bring to Council's attention any emerging issues.

Resolution No. GM/01.2019/32

Moved Cr Chambers

Seconded Cr Stanford

That Council receive and note the Officer's report as presented.

CARRIED

9/0

Responsible Officer

Administration / Costing Officer – Materials Production (Quarry & Pits)

Item Number: C.9 File Number: D18/97255

SUBJECT HEADING: EXPRESSION OF INTEREST: ARTHUR STREET CARPARK

Officer's Title: Manager – Program & Contract Management
Support Officer – Program & Contract Management / Maintenance & Construction

Executive Summary:

Council previously resolved, through Resolution No. GM/12.2016/04 to call for Expressions of Interest, through advertisements in the local media, from parties interested in the placement of advertising signage in this location. The draft document and the process associated with calling for expressions of interest were presented for Council's consideration.

Resolution No. GM/01.2019/33

Moved Cr Scheffe

Seconded Cr McMullen

That Council:

1. Endorse the Arthur Street Carpark Signage Expression of Interest document and advertising plan.
2. Formally correspond with the original applicant advising of the Expression of Interest on release.
3. Note that as per GM/12.2016/04, a report detailing the outcome of the Expression of Interest process and consultation with respondents, is to be presented to a future Council meeting.

CARRIED

9/0

Responsible Officer

Support Officer – Program & Contract Management / Maintenance & Construction

Item Number: C.11 File Number: D18/99646

SUBJECT HEADING: APPLICATION FOR CONVERSION OF TENURE - LOT 5317 ON WT805970

Officer's Title: Administration Officer - Land Administration

Executive Summary:

The Department of Natural Resources, Mines and Energy sought Council's views on an application it has received for conversion of Pastoral Holding (PH) 36/5317 over Lot 5317 on WT805970 to freehold tenure.

Resolution No. GM/01.2019/34

Moved Cr Chandler

Seconded Cr Stanford

That Council advise the Department of Natural Resources, Mines and Energy it offers no objection to the conversion of PH 36/5317 over Lot 5317 on WT805970 to freehold tenure, and should survey be required to establish boundaries of the land parcel then:

- Council will contribute to the costs associated with completing full survey of the land parcel;

- The contribution will be limited to costs associated with establishing road reserves to encase roads within this parcel, if they are listed in Council's Road Register;
- Reimbursement will be made following receipt of documents confirming the road reserves have been registered and all associated costs have been paid; and
- Council authorises the Chief Executive Officer (or delegate) to negotiate arrangements with the landowner.

CARRIED

9/0

Responsible Officer

Administration Officer - Land Administration

Item Number:

C.12

File Number: D18/101290

SUBJECT HEADING:

REQUEST TO SELL OR LEASE LAND - LOT 2 ON DUB5333

Officer's Title:

Administration Officer - Land Administration

Executive Summary:

Council received interest in the lease or purchase of Council owned land described as Lot 2 on DUB5333.

Resolution No. GM/01.2019/35

Moved Cr Chambers

Seconded Cr Chandler

That Council:

1. Not sell Council freehold land described as Lot 2 on DUB5333.
2. Invite tenders from parties interested in entering a three (3) year agreement to graze stock on Council owned land being Lot 2 on DUB5333, Plasery Road, Mitchell, once further investigation is undertaken by officers with regard to approval arrangements for the provision of adequate water.

CARRIED

9/0

Responsible Officer

Administration Officer - Land Administration

Item Number:

C.13

File Number: D18/97776

SUBJECT HEADING:

APPLICATION FOR CONVERSION OF PDH 36/2501 OVER LOT 2501 ON SP274329

Officer's Title:

Land Administration Officer

Executive Summary:

The Department of Natural Resources, Mines and Energy sought Council's views on an application it has received for conversion of Lease Land (LL) PDH 36/2501 over Lot 2501 on SP274329 to freehold tenure.

Resolution No. GM/01.2019/36

Moved Cr Newman

Seconded Cr McMullen

That Council advise the Department of Natural Resources, Mines and Energy that it offers no objection to the conversion of PDH 36/2501 over Lot 2501 on SP274329 to freehold tenure.

CARRIED

9/0

Responsible Officer

Land Administration Officer

Item Number: C.14 **File Number:** D18/97689

SUBJECT HEADING: CONVERSION TO FREEHOLD APPLICATION - LOT 6 ON SP222875

Officer's Title: Land Administration Officer

Executive Summary:

The Department of Natural Resources, Mines and Energy sought Council's views on an application it has received for conversion of Land Lease (LL) PPL 0/215955 being Lot 6 on SP222875 to freehold tenure.

Resolution No. GM/01.2019/37

Moved Cr Newman

Seconded Cr Stanford

That Council advise the Department of Natural Resources, Mines and Energy that it offers no objection to the conversion of PPL 0/215955 being Lot 6 on SP222875 to freehold tenure.

CARRIED

9/0

Responsible Officer

Land Administration Officer

Item Number: C.15 **File Number:** D18/98309

SUBJECT HEADING: AMENDMENT OF 2018/19 CAPITAL WORKS BUDGET - 17 RAILWAY PARADE INJUNE

Officer's Title: Manager - Facilities (Land, Buildings & Structures)

Executive Summary:

Council was asked to consider changing the scope of Work Order 18903 - Kitchen upgrade at 17 Railway Parade Injune as funded in the 2018/19 Capital Works Budget to instead paint the exterior of the house.

Resolution No. GM/01.2019/38

Moved Cr Chandler

Seconded Cr Schefe

That Council:

- 1. Not upgrade the kitchen in the Council owned house at 17 Railway Parade Injune at this time.**
- 2. Transfer funds of \$15,000 allocated to work order 18903 in the 2018/19 Capital Works Budget to paint the exterior of the house located at 17 Railway Parade, Injune.**

CARRIED

9/0

Responsible Officer

Manager - Facilities (Land, Buildings & Structures)

Cr. Schefe, having previously foreshadowed a 'Conflict of Interest' in the following item, for reasons stated under Section 'COUNCILLOR DECLARATIONS OF CONFLICTS OF INTEREST,' left the Chamber at 11.26am, taking no part in discussions and debate on the matter.

Item Number: C.16 **File Number:** D18/88109
SUBJECT HEADING: SENIOR CITIZENS BUILDING - USER AGREEMENT
Officer's Title: Facility Lease Management & Housing Officer/Team Coordinator

Executive Summary:

The report sought Council's direction on a request received from Roma U3A to enter into a joint agreement with the Roma Senior Citizens' group for the use of the Roma Senior Citizens' building. Roma U3A have had a joint verbal arrangement with Roma Senior Citizens to use the facility on a trial basis for the past 9 months commencing 21 March 2018. This arrangement has been beneficial to both parties; U3A having a facility to actively hold classes and Roma Senior Citizens receiving donations each time the facility was used.

Resolution No. GM/01.2019/39

Moved Cr O'Neil

Seconded Cr Chambers

That Council:

1. Enter into an agreement with Roma Senior Citizens for the use of the Roma Senior Citizens Centre for a period of 3 (three) years with the option to extend for a further 3 (three) years.
2. Agree to the payment of rates on 4SP103335.
3. Charge no hire fee for the use of the Roma Senior Citizens Building for the term of this agreement.
4. Require the Roma Senior Citizens to enter into sub agreements for subsequent use of the building.
5. Provide administrative support in drafting the required sub-agreements.

CARRIED

8/0

Responsible Officer

Facility Lease Management & Housing Officer/Team Coordinator

At cessation of discussion and debate on the abovementioned item, Cr. Scheffe returned to the Chamber at 11.30am.

Item Number: C.17 **File Number:** D19/2004
SUBJECT HEADING: ROMA COMMUNITY HUB - REQUEST TO OCCUPY LOCKABLE OFFICE
Officer's Title: Facility Lease Management & Housing Officer/Team Coordinator

Executive Summary:

A request was received from Rehab Management to move from the open plan section within the Roma Community Hub into a lockable office. Rehab Management (Aim Big Employment) currently occupies a desk in the open plan section of the Roma Community Centre and has held an agreement since the 30 August 2018.

Resolution No. GM/01.2019/40

Moved Cr O'Neil

Seconded Cr Chambers

That Council:

1. Enter into an arrangement agreement with Rehab Management for a lockable office within the Roma Community Hub for a period of 6 months commencing 28 January 2019, with the option to renew for a further six months.
2. Offer Rehab Management the opportunity to enter into this arrangement at the agreed rental amount of \$550 per month GST inclusive.

CARRIED

9/0

Responsible Officer	Facility Lease Management & Housing Officer/Team Coordinator
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Item Number:

C.18

File Number: D18/96923

SUBJECT HEADING:

REQUEST FOR FINANCIAL SUPPORT FROM MARANOA CHAPLAINCY COMMITTEE

Officer's Title:

Regional Grants & Council Events Development Coordinator

Executive Summary:

Council received a request from the Maranoa Local Chaplaincy Committee for financial support.

Resolution No. GM/01.2019/41

Moved Cr Newman

Seconded Cr Chambers

That Council decline the request from the Maranoa Local Chaplaincy Committee for financial support, due to budgetary constraints.

CARRIED

7/2

Mayor Golder called for a division of the vote.

The outcomes were recorded as follows:

Those in Favour of the Motion	Those Against the Motion
Cr. Chambers	Cr. Golder
Cr. Chandler	Cr. Schefe
Cr. Flynn	
Cr. McMullen	
Cr. Newman	
Cr. O'Neil	
Cr. Stanford	

Responsible Officer	Regional Grants & Council Events Development Coordinator
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Item Number: C.19 File Number: D19/1995

SUBJECT HEADING: REQUEST FOR FINANCIAL ASSISTANCE FROM ROMA PERFORMING ARTS

Officer's Title: Regional Grants & Council Events Development Coordinator

Executive Summary:

Council received a request for financial assistance from the Roma Performing Arts Society to assist with their 2019 performance, which is their 50th anniversary year.

Resolution No. GM/01.2019/42

Moved Cr Chandler

Seconded Cr Newman

That Council:

1. Decline the request for financial assistance from the Roma Performing Arts Society to perform 'Legally Blonde the Musical' in May 2019.
2. Encourage the society to submit an application under the 'out of round' Regional Arts Development Fund (RADF).

CARRIED

7/2

Mayor Golder called for a division of the vote.

The outcomes were recorded as follows:

Those in Favour of the Motion	Those Against the Motion
Cr. Chambers	Cr. Golder
Cr. Chandler	Cr. McMullen
Cr. Flynn	
Cr. Newman	
Cr. O'Neil	
Cr. Schefe	
Cr. Stanford	

Responsible Officer

Regional Grants & Council Events Development Coordinator

Item Number: C.20 File Number: D19/3000

SUBJECT HEADING: EVENTS PLANNED FOR 2019

Officer's Title: Regional Grants & Council Events Development Coordinator

Executive Summary:

Since Council set the date of the Maranoa Food and Fire Festival for 14 September, there has been a range of other events planned for the region for this quarter. Council was asked to re-consider its commitment to delivering this event.

Resolution No. GM/01.2019/43
Moved Cr McMullen
Seconded Cr Stanford
That Council:

1. **Not commit to delivering the Maranoa Food and Fire Festival on 14 September 2019, due to other events being planned for the region in the quarter.**
2. **Note potential allocations for in-kind and sponsorship requests for the current and 2019/20 budget.**

CARRIED

8/1

Mayor Golder called for a division of the vote.

The outcomes were recorded as follows:

Those in Favour of the Motion	Those Against the Motion
Cr. Chambers	Cr. Golder
Cr. Chandler	
Cr. Flynn	
Cr. McMullen	
Cr. Newman	
Cr. O'Neil	
Cr. Schefe	
Cr. Stanford	

Responsible Officer
**Regional Grants & Council Events
Development Coordinator**
Item Number:
(Originally Item Number C.21)
13.10
File Number: D19/3177
SUBJECT HEADING:
**LOCOMOTIVE MITCHELL MEMORIAL PARK COMMUNITY
CONSULTATION OUTCOME**
Officer's Title:
Local Development Officer - Mitchell
Executive Summary:

The Queensland Pioneer Railway restoration committee has previously approached Council requesting that they acquire the C17 locomotive from Mitchell Memorial Park, to be relocated and restored at the Queensland Pioneer Steam Railway in Ipswich.

Council resolved at their meeting on 23 May 2018 to undertake community consultation regarding this request, which occurred in October 2018.

The report provided an update on the results of the consultation.

This matter had been laid on the table to allow officers additional time to investigate the potential value of the asset. With additional information to hand, Council resumed consideration of this matter.

Resolution No. GM/01.2019/44
Moved Cr Stanford
That the matter lay on the table for further consideration at the next General Meeting of Council following further investigations.

CARRIED

6/3

Mayor Golder called for a division of the vote.

The outcomes were recorded as follows:

Those in Favour of the Motion	Those Against the Motion
Cr. Chandler	Cr. Chambers
Cr. Flynn	Cr. Newman
Cr. Golder	Cr. O'Neil
Cr. McMullen	
Cr. Schefe	
Cr. Stanford	

Responsible Officer

**Local Development Officer – Mitchell /
Director Corporate, Community &
Community Services / Director Development,
Facilities & Environmental Services**

Cr. Flynn, having previously foreshadowed a 'Conflict of Interest' in the following item, for reasons stated under Section 'COUNCILLOR DECLARATIONS OF CONFLICTS OF INTEREST,' left the Chamber at 12.01pm, taking no part in discussions and debate on the matter.

Item Number:

C.22

File Number: D19/1801

SUBJECT HEADING:

**NOVEMBER 2018 - MONTHLY BUSINESS UNIT REPORT -
AIRPORTS**

Officer's Title:

Manager - Airports (Roma, Injune, Surat, Mitchell)

Executive Summary:

This monthly report was presented to Council to provide a summary of the performance of Council's Airports (Roma, Injune, Surat & Mitchell) over the past month and year to date. The information in this report aims to review the month's activities, give an overview of financial performance and bring to Council's attention any emerging issues.

Resolution No. GM/01.2019/45

Moved Cr O'Neil

Seconded Cr McMullen

That Council receive and note the Officer's report as presented.

CARRIED

8/0

Responsible Officer

**Manager - Airports (Roma, Injune, Surat,
Mitchell)**

At cessation of discussion and debate on the abovementioned item, Cr. Flynn returned to the Chamber at 12.02pm.

Item Number:
 (Originally Item C.23)

12.3

File Number: D19/1843

SUBJECT HEADING:

**ROMA AIRPORT AVIATION SECURITY IDENTIFICATION
 CARD AND SECURITY FEE INFORMATION REPORT**

Author and Councillor's Title:

Manager - Airports (Roma, Injune, Surat, Mitchell)

Executive Summary:

This report serves to provide the relevant background information relating to correspondence received from Roma Airport users on the control and display of Aviation Security Identification Cards in airside areas, particulars of the security call out fee advertised, commentary on security screening processes generally in place at Roma Airport and a comparison with another regional council area as proposed in the correspondence.

This matter had been laid on the table earlier during the meeting. A draft motion was recorded at the time but not voted on as follows:

Moved Cr Golder

Seconded Cr McMullen

That Council:

- 1. Receive and note the Officer's report as presented.**
- 2. Request the Manager - Airports (Roma, Injune, Surat, Mitchell) liaise with regard to the concerns raised in the letter with a view to resolving the issues noted by the resident, and if necessary a report be brought back to Council.**

NO VOTE TAKEN

An amendment to the draft motion was put forward and the amendment voted on, with the outcome recorded as follows:

Resolution No. GM/01.2019/46

Moved Cr Newman

Seconded Cr O'Neil

That Council:

- 1. Receive and note the Officer's report as presented.**
- 2. Provide a copy of the report to any individuals who have contacted Council in regard to this issue.**
- 3. Provide a briefing note on this report to all members of the Airport Advisory Committee.**

CARRIED

6/2

Mayor Golder called for a division of the vote. The outcomes were recorded as follows:

Those in Favour of the Motion	Those Against the Motion
Cr. Chambers	Cr. Golder
Cr. Chandler	Cr. McMullen
Cr. Newman	
Cr. O'Neil	
Cr. Schefe	
Cr. Stanford	

Responsible Officer

Manager - Airports (Roma, Injune, Surat, Mitchell)

A vote was then undertaken on the amended motion, with the outcome recorded as follows:

Resolution No. GM/01.2019/47

Moved Cr Newman

Seconded Cr O'Neil

That Council:

1. Receive and note the Officer's report as presented.
2. Provide a copy of the report to any individuals who have contacted Council in regard to this issue.
3. Provide a briefing note on this report to all members of the Airport Advisory Committee.

CARRIED

6/2

Mayor Golder called for a division of the vote.

The outcomes were recorded as follows:

Those in Favour of the Motion	Those Against the Motion
Cr. Chambers	Cr. Golder
Cr. Chandler	Cr. McMullen
Cr. Newman	
Cr. O'Neil	
Cr. Schefe	
Cr. Stanford	

Responsible Officer

Manager - Airports (Roma, Injune, Surat, Mitchell)

At cessation of discussion and debate on the abovementioned item, Cr. Flynn returned to the Chamber at 12.14pm.

Item Number:

C.24

File Number: D19/3127

SUBJECT HEADING:

**SURAT STATE EMERGENCY SERVICE (SES)
ACCOMODATION BUILDING**

Officer's Title:

Project Officer – Emergency Management

Executive Summary:

Correspondence was received from an SES Surat representative expressing disappointment and seeking further action in relation to the replacement donga. The report outlined the actions underway.

Resolution No. GM/01.2019/48

Moved Cr Chambers

Seconded Cr Schefe

That Council receive and note the Officer's report as presented.

CARRIED

7/2

Mayor Golder called for a division of the vote.

The outcomes were recorded as follows:

Those in Favour of the Motion	Those Against the Motion
Cr. Chambers	Cr. Golder
Cr. Chandler	Cr. McMullen
Cr. Flynn	
Cr. Newman	
Cr. O'Neil	
Cr. Scheffe	
Cr. Stanford	

Responsible Officer	Associate to the Director / Budget & Support Coordination
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Item Number: C.25 **File Number:** D19/807

SUBJECT HEADING: DESIGN BRIEF FOR PETER KEEGAN OIL AND GAS MUSEUM

Officer's Title: Regional Tourism Development Coordinator

Executive Summary:

In the 2018/19 budget Council made an allocation of \$20 000 for the establishment of the Peter Keegan Oil and Gas Museum. After meeting on site with Peter Keegan, the Roma History Lodge and Queensland Museum Network to assess the items currently in the National Oil & Gas Institute (NOGI) Collection, it is clear the project requires a design brief to enable progress.

Council was asked to consider a quotation submitted to develop a design brief for the Peter Keegan Oil and Gas Museum.

Lydia Egunnike, Museum Development Officer with Queensland Museum Network has a deep knowledge of the existing NOGI Collection. Ms Egunnike spent many hours completing a Significance Assessment of The Big Rig Archive Collection in March 2017 and she has recently spent four weeks digitising and cataloguing the collection. During the development of the Significance Assessment she spent a lot of time with Peter Keegan to gain an understanding of the items in the collection.

In her role as Museum Development Officer, Ms Egunnike has submitted a quote to develop a design brief for the Peter Keegan Oil and Gas Museum.

Resolution No. GM/01.2019/49

Moved Cr Chandler

Seconded Cr Chambers

That Council:

1. Engage Museum Development Officer, Lydia Egunnike, to develop the Design Brief for the Peter Keegan Oil and Gas Museum for the quoted cost of \$6,448.60 (GST inclusive).
2. Resolve in accordance with Section 235 of the of the *Local Government Regulation 2012* that, because of the specialised or confidential nature of the services that are sought, it would be impractical or disadvantageous for the local government to invite quotes or tenders.
3. Note that funds are available within Work Order 19820.2800.2001 - Peter Keegan Oil and Gas Museum Development

CARRIED

9/0

Responsible Officer	Regional Tourism Development Coordinator
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Item Number: C.26 File Number: D18/93434

SUBJECT HEADING: REQUEST FOR CAPITAL UPGRADE - FOOTPATH IVAN STREET SURAT

Officer's Title: Assets Officer - Transport Network

Executive Summary:

Council received a request to construct a footpath along Ivan Street, Surat – primarily for the purpose of linking the Warroona Retirement Village to the Surat Multipurpose Health Service.

Resolution No. GM/01.2019/50

Moved Cr Chambers

Seconded Cr Newman

That Council:

1. Note that the request is seeking to improve the current footpath link between Warroona Retirement Village and the Surat Multipurpose Health Service.
2. Note that the 2018/19 Capital Works Budget currently has no budget provision to construct a footpath along Ivan Street, Surat to link the Warroona Retirement Village and the Surat Multipurpose Health Service.
3. Explore future funding opportunities, including consideration as part of the 2019/20 budget deliberations, to construct a concrete footpath along Ivan Street, Surat - linking the Warroona Retirement Village and the Surat Multipurpose Health Service.

CARRIED

9/0

Responsible Officer

Assets Officer - Transport Network

Item Number: C.27 File Number: D18/86147

SUBJECT HEADING: CLAIM FOR DAMAGES - INCIDENT OCCURED AT ARTHUR STREET ROMA CARPARK

Officer's Title: Land Administration Officer

Executive Summary:

Council received a claim for damages to a vehicle that occurred when a shade sail fell on the car while parked in the Arthur Street Carpark.

Resolution No. GM/01.2019/51

Moved Cr McMullen

Seconded Cr Stanford

That Council pay \$82.50 which is the cost of damages quoted by Knight's Smash Repairs to remedy the damage to the vehicle caused by falling Shade Sail.

CARRIED

9/0

Responsible Officer

Land Administration Officer

SUBJECT HEADING: SUSPENSION OF STANDING ORDERS

COUNCIL ADJOURNED THE MEETING FOR a BRIEF RECESS IMMEDIATELY FOLLOWED BY LUNCH AT 12.28PM

SUBJECT HEADING: RESUMPTION OF STANDING ORDERS

COUNCIL RESUMED THE MEETING AT 1.27PM

The Mayor was not present at the resumption of Standing Orders and the Deputy Mayor took the role of Acting Chair in his absence.

The Chief Executive Officer was not present at resumption of Standing Orders.

CONFIDENTIAL ITEMS (discussed in closed session)

In accordance with the provisions of section 275 of the *Local Government Regulation 2012*, Council resolved to close the meeting to discuss items LC.1 – LC.5, which it has deemed to be of a confidential nature and specifically pertaining to the following sections:

- (c) the local government budget;
- (e) contracts proposed to be made by it;
- (h) other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage;

Resolution No. GM/01.2019/52

Moved Cr McMullen

Seconded Cr Chandler

That Council close the meeting to the public at 1.28pm.

CARRIED

8/0

The Chief Executive Officer returned to the Chamber at 1.35pm.

Mayor Golder returned to the Chamber at 1.36pm and assumed the Chair.

Cr. Chambers left the Chamber at 1.48pm, and returned at 1.51pm.

DECLARATION OF COUNCILLOR CONFLICTS OF INTEREST – LATE CONFIDENTIAL ITEMS

Prior to discussions in relation to Item LC.4 - Update on Flood Mitigation Landholder Matters – Assessment No. 14019178, the following declarations were made.

Mayor Golder declared a 'Conflict of Interest' in Item LC.4 – Update on Flood Mitigation Landholder Matters – Assessment No. 14019178, due to his mother having a legal agreement with Council in relation to flood mitigation.

Mayor Golder advised that he would be dealing with the 'Conflict of Interest' by leaving the Chamber during discussion and debate on the matter. Mayor Golder left the Chamber at 2.12pm.

Deputy Mayor, Cr. Chambers, took the role of Acting Chair in the Mayor's absence.

Cr. Flynn declared a 'Conflict of Interest' in Item LC.4 – Update on Flood Mitigation Landholder Matters – Assessment No. 14019178, due to him owning a house in the area that the levee is bound by, and that voting on this matter may cause a perception that he may have directly benefited from the levee.

Cr. Flynn advised that he would be dealing with this 'Conflict of Interest' by leaving the Chamber during discussion and debate on the matter. Cr. Flynn left the Chamber at 2.12pm.

Cr. Stanford advised that in relation to Item LC.4 – Update on Flood Mitigation Landholder Matters – Assessment No. 14019178, she had in the past removed herself from discussion and debate on matters relating to Stage 1 Flood Mitigation.

However, since these earlier declarations of 'Conflict of Interest' she advised that the previous work association with a Stage 1 Roma Flood Mitigation applicant no longer existed as Cr. Stanford no longer works for that organisation.

Cr. Chambers left the Chamber at 2.18pm, and returned at 2.19pm.

The Chief Executive Officer left the Chamber at 2.44pm, and returned at 2.45pm.

Cr. O'Neil left the Chamber at 2.48pm, and returned at 2.50pm.

Cr. Newman left the Chamber at 2.53pm, and returned at 2.57pm.

Cr. Stanford left the Chamber at 2.58pm, and returned at 3.04pm.

Cr. Chandler left the Chamber at 3.05pm, and returned at 3.10pm.

Cr. Scheffe left the Chamber at 3.10pm, and returned at 3.15pm.

Cr. O'Neil left the Chamber at 3.18pm, and returned at 3.22pm.

Cr. Chandler left the Chamber at 3.23pm, and returned at 3.24pm.

At cessation of discussions in relation to Item LC.4 - Update on Flood Mitigation Landholder Matters – Assessment No. 14019178, Mayor Golder and Cr. Flynn returned to the Chamber at 3.31pm. Mayor Golder assumed the Chair at that time.

Cr. Chambers left the Chamber at 3.42pm, and returned at 3.46pm.

Cr. Newman left the Chamber at 3.50pm, and returned at 3.51pm.

Cr. Flynn left the Chamber at 4.24pm.

Resolution No. GM/01.2019/53

Moved Cr O'Neil

Seconded Cr McMullen

That Council opens the meeting to the public at 4.31pm.

CARRIED

8/0

SUBJECT HEADING: SUSPENSION OF STANDING ORDERS
COUNCIL ADJOURNED THE MEETING FOR A RECESS AT 4.33PM

SUBJECT HEADING: RESUMPTION OF STANDING ORDERS
COUNCIL RESUMED THE MEETING AT 5.03PM

LATE CONFIDENTIAL ITEMS

Item Number: LC.1 File Number: D19/3190

SUBJECT HEADING: TENDER 19005 - CONSTRUCTION OF MULTI-PURPOSE FACILITY AT ROMA SALEYARDS

Officer's Title: Manager - Procurement & Commercial Services

Executive Summary:

At the General Meeting held 28 November 2018, Council selected J Hutchinson Pty Ltd as the recommended tenderer for Tender 19005 – Construction of Multi-Purpose Facility at Roma Saleyards.

Council subsequently entered into final negotiations with the successful Tenderer. The outputs of the negotiation process were tabled for Council's information.

Resolution No. GM/01.2019/54

Moved Cr O'Neil

Seconded Cr Schefe

That Council:

1. Note the revised contract value for Tender 19005 – Construction of Multi-Purpose Facility at Roma Saleyards as \$7,356,463.40 inclusive of GST.
2. Approve the final pricing schedule as attached to the Officer's Report, noting the intention that the Chief Executive Officer will delegate to the Manager – Program & Contract Management to order provisional items as/if required, up to the approved project budget.

CARRIED

6/2

Mayor Golder called for a division of the vote.

The outcomes were recorded as follows:

Those in Favour of the Motion	Those Against the Motion
Cr. Chambers	Cr. Golder
Cr. Chandler	Cr. McMullen
Cr. Newman	
Cr. O'Neil	
Cr. Schefe	
Cr. Stanford	

Responsible Officer

Manager - Procurement & Commercial Services

Cr. Chambers left the Chamber at 5.04pm.

Item Number: LC.2 File Number: D19/4172

SUBJECT HEADING: CODE OF COMPETITIVE CONDUCT 2018/19

Officer's Title: Contractor - Strategic Finance

Executive Summary:

The report presented the Code of Competitive Conduct prescribed under the Local Government Act 2009 and Local Government Regulation 2012 applicable to Maranoa Regional Council for the financial year 2018/19.

Resolution No. GM/01.2019/55

Moved Cr Newman

Seconded Cr Stanford

That Council not apply the Code of Competitive Conduct for 2018/19.

Reason for Decision

Given the level of expenditure in the business activities and the little or no competition for the services' provision, Council's sees no public benefit in applying the Code of Competitive Conduct at this time.

- Building Certifying Activity
- Roads Activity
- Quarry Operations
- Saleyards Operations
- Waste Management
- Airport Operations
- Water and Sewerage Services
- Gas Operations

Note: It was also recommended, and Council resolved that the Code of Competitive Conduct also not be applied to Plant Services for 2018/19.

CARRIED

7/0

Responsible Officer

Contractor - Strategic Finance

Item Number: LC.3 File Number: D19/3928

SUBJECT HEADING: SHARING OUR YEAR

Officer's Title: Chief Executive Officer

Executive Summary:

The report outlined the next stage development of Council's intranet.

During the year it will become the primary internal governance, communication and management tool. For key legislative reporting tasks it will significantly streamline the collation of information within the new Corporate Plan framework.

Resolution No. GM/01.2019/56

Moved Cr O'Neil

Seconded Cr Newman

That:

1. Council endorse the project.

2. Council resolve, under section 235(b) of the *Local Government Regulation 2012* that because of the specialised nature of the services that are sought, it would be impractical or disadvantageous for Council to invite quotes or tenders.
3. Funds be transferred from Work Order 19837 – SharePoint Intranet/Internet Service Agreement to fund the development, with any future needs arising for service support considered as part of a budget review.

CARRIED

7/0

Responsible Officer	Chief Executive Officer
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Item Number: LC.5 File Number: D19/4688

SUBJECT HEADING: DRAFT PROCESS FOR CONSIDERATION OF BUDGET SUBMISSIONS AND PREPARATION OF THE ANNUAL OPERATIONAL PLAN

Officer's Title: Chief Executive Officer

Executive Summary:

The report tabled a proposed budget timetable to enable adoption in June 2019.

Resolution No. GM/01.2019/57

Moved Cr O'Neil

Seconded Cr Stanford

That Council:

1. Endorse the preliminary timetable for the holding of the Budget Submissions and Financial Planning Standing Committee and associated budget deliberations as follows:
 - **Monday, 11 February 2019**
 - *Financial Planning & Budget Submissions Committee to review annual services ahead of budget preparations (Start of the Operational Plan).*
 - *Committee to review headline performance measures (Start of the Operational Plan).*
 - **Tuesday, 5 March 2019 (Committee Meeting)**
 - *Draft operating budget review by Committee.*
 - *Fees and charges schedule review by Committee.*
 - *Preliminary review of revenue available for capital/one-off projects (assuming no rate increase)*
 - *Consideration of which requests from elected members will proceed for preliminary costing.*
 - *Preliminary discussion about rating strategy / discount / concessions.*

This would include a report on how the 2018/19 rating has progressed and any issues that need to be considered.
 - **Wednesday, 13 March 2019 (Council meeting)**
 - *Review of capital projects supported by an Asset Management Plan, policy and funded works.*
 - *Follow-up review of revenue available for capital/one-off projects (What's left in the 'bucket').*
 - *Determination of preliminary rating parameters.*

- **Wednesday, 20 March 2019 (Committee meeting)**
 - ***Consideration of information from officers for Mayor/Councillor submissions.***
 - ***Workshop to determine priorities / overall prioritisation of works having regard to costings and available revenue.***
 - ***Rates model output.***
 - **Tuesday, 2 April 2019 (Committee meeting)**
 - ***Draft statutory statements based on the Committee's recommendations + project listing.***
2. Consider the remainder of the budget timetable requirements and budget process at its first Budget Submissions and Financial Planning Standing Committee on 11 February 2019.

CARRIED

7/0

Responsible Officer	Chief Executive Officer
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Cr. Chambers returned to the Chamber at 5.08pm.

LATE ITEMS

Item Number: L.1 File Number: D19/3558

SUBJECT HEADING: APPLICATION FOR BRIDGE FUNDING

Officer's Title: Regional Grants & Council Events Development Coordinator

Executive Summary:

Round four of the Australian Government's Bridges Renewal Program is open for submissions until 5 February 2019.

Resolution No. GM/01.2019/58

Moved Cr Chandler

Seconded Cr Newman

That Council:

1. **Note the key objectives of Round 4 of the Australian Government's Bridge Renewal Program, including the requirement to provide 50% financial contribution towards any project nominated under the program.**
2. **Not make submission/s under this funding round.**

CARRIED

8/0

Responsible Officer	Regional Grants & Council Events Development Coordinator
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Item Number: L.2

File Number: D19/3737

SUBJECT HEADING: DRAFT POLICY - USE OF PERSONAL DEVICES

Officer's Title: Chief Executive Officer

Executive Summary:

The issue of cyber security is increasing in importance as part of all businesses' operations, including all tiers of government.

The report tabled for Councillors' information a draft policy that is in development for employees and contractors. A weakness has been identified in Council's security framework in relation to access to Council information from personal devices. The policy outlines some proposed pre-requisites for access:

- *Registration/enrolment of the device in Council's Mobile Device Management platform;*
- *Pin code protection and password maintenance.*

Whilst the initial action was to address this from an employee and contractor perspective, it has been identified that the issue is also applicable to some Councillors who currently access, or wish to access, Council systems using personal devices.

Whilst the Expenses Reimbursement Policy for Councillors currently references mobile phones, it is silent on matters pertaining to the security of Council data and access to Council systems (e.g. e-mail).

Resolution No. GM/01.2019/59

Moved Cr Chambers

Seconded Cr Stanford

That Councillors review the policy attached to the officer's report and the matter be referred to the next policy development workshop for discussion.

CARRIED

6/2

Mayor Golder called for a division of the vote.

The outcomes were recorded as follows:

Those in Favour of the Motion	Those Against the Motion
Cr. Chambers	Cr. Golder
Cr. Chandler	Cr. McMullen
Cr. Newman	
Cr. O'Neil	
Cr. Scheffe	
Cr. Stanford	

Responsible Officer

Chief Executive Officer

Item Number: L.3

File Number: D19/4704

SUBJECT HEADING:
**INTEGRATED DOCUMENT - ANNUAL REPORT 2017/18,
 CORPORATE PLAN 2018-2023 & OPERATIONAL PLAN
 2018/19**
Officer's Title:
Chief Executive Officer
Executive Summary:

The report tabled the final integrated document (Looking Back, Looking Forward) including updated 2018/19 Operational Plan and Corporate Plan 2018-2023.

Resolution No. GM/01.2019/60
Moved Cr Chambers
Seconded Cr O'Neil

That Council endorse the updated and integrated document, and the annual list of services be referred to the first Budget Submissions and Financial Planning Standing Committee as an input into the new Operational Plan and budget preparations.

CARRIED
8/0
Responsible Officer
Chief Executive Officer
REQUEST TO INCLUDE LATE CONFIDENTIAL ITEMS

Council's approval was sought to include an additional two (2) late Confidential verbal items to the agenda for formal consideration. Council voted on this request with the outcome recorded as follows:

Resolution No. GM/01.2019/61
Moved Cr O'Neil
Seconded Cr McMullen

That the following items be added to this meeting's agenda:

- **LC.6 – Update on Flood Mitigation Landholder Matters – Assessment No. 14019137; and**
- **LC.7 – Australia Pacific LNG Temporary Workers' Accommodation Facilities - Application to Office of the Coordinator-General for change of condition – Request for further information.**

CARRIED
8/0

Cr. Chandler left the Chamber at 5.21pm and did not return for the remainder of the meeting.

Cr. Flynn returned to the Chamber briefly at 5.29pm and again left at 5.29pm, not returning for the remainder of the meeting.

Cr. O'Neil left the Chamber at 5.27pm, and returned at 5.28pm.

Cr. Stanford left the Chamber at 5.29pm, and returned at 5.30pm.

LATE VERBAL CONFIDENTIAL ITEM

Item Number: LC.7

File Number: N/a

SUBJECT HEADING: AUSTRALIA PACIFIC LNG TEMPORARY WORKERS' ACCOMMODATION FACILITIES - APPLICATION TO OFFICE OF THE COORDINATOR-GENERAL FOR CHANGE OF CONDITION - REQUEST FOR FURTHER INFORMATION

Officer's Title: Chief Executive Officer

Executive Summary:

Council's advice was sought in response to further information requested through the Chief Executive Officer by the Coordinator-General's Office, in consideration of Council's submission about the Australia Pacific LNG (APLNG) Temporary Workers' Accommodation.

Resolution No. GM/01.2019/62

Moved Cr Schefe

Seconded Cr Newman

That Council authorise the Chief Executive Officer to formulate a written response to the Coordinator-General's Office in reply to their query, using the initial draft that was prepared by Cr. Schefe and discussed at this meeting, as a guide.

CARRIED

7/0

Responsible Officer

Chief Executive Officer

Mayor Golder, having previously foreshadowed a possible perceived 'Conflict of Interest' in the following item, for reasons stated under Section **'DECLARATION OF COUNCILLOR CONFLICTS OF INTEREST – LATE CONFIDENTIAL ITEMS.**

Mayor Golder advised he would be dealing with this possible perceived conflict of interest by leaving the meeting while the matters were discussed and voted on. Mayor Golder left the Chamber at 5.31pm, and did not return for the remainder of the meeting.

Deputy Mayor, Cr. Chambers, took the role of 'Acting Chair' during his absence and for the remainder of the meeting.

LATE CONFIDENTIAL ITEM

Item Number: LC.4

File Number: D19/4680

SUBJECT HEADING: UPDATE OF FLOOD MITIGATION LANDHOLDER MATTERS - ASSESSMENT NO. 14019178

Officer's Title: Chief Executive Officer

Executive Summary:

Further to the report tabled at the Council meeting on 12 September 2018, Council authorised its valuer to enter into without prejudice discussions with the landholder's valuer. This report provided an update to Council in relation to these discussions.

Resolution No. GM/01.2019/63
Moved Cr O'Neil
Seconded Cr Newman

That Council make a 'without prejudice' offer to the landholder to the value of the mid-point between the revised assessments formed by each of the valuers through without prejudice discussions, in full and final settlement of the matter.

CARRIED
6/0
Responsible Officer
Chief Executive Officer
LATE VERBAL CONFIDENTIAL ITEM

Cr. Stanford declared a 'Conflict of Interest' in Item LC.6 - Update on Flood Mitigation Landholder Matters – Assessment No. 14019137, due to her long term family association with the applicant under consideration in this matter. Cr. Stanford advised that she would deal with this 'Conflict of Interest' by removing herself from discussions and debate on the matter.

Cr. Stanford left the Chamber at 5.35pm taking no part in discussion on the matter, and did not return for the remainder of the meeting.

Resolution No. GM/01.2019/64
Moved Cr O'Neil
Seconded Cr Newman

That Council close the meeting to the public at 5.36pm to discuss item LC.6 - Update on Flood Mitigation Landholder Matters – Assessment No. 14019137, in accordance with S275(h) of the *Local Government Regulation 2012*.

CARRIED
5/0
Resolution No. GM/01.2019/65
Moved Cr O'Neil
Seconded Cr McMullen

That Council open the meeting to the public at 5.51pm.

CARRIED
5/0

Cr. McMullen left the Chamber at 6.04pm, and returned at 6.05pm.

Item Number:
LC.6
File Number: D19/4939
SUBJECT HEADING:
**UPDATE ON FLOOD MITIGATION LANDHOLDER
MATTERS - ASSESSMENT NO. 14019137**
Officer's Title:
Chief Executive Officer
Executive Summary:

Council is in receipt of correspondence pertaining to outstanding landholder negotiations regarding mitigation measures for a Stage 1 Roma Flood Mitigation property.

Resolution No. GM/01.2019/66

Moved Cr O'Neil

Seconded Cr Newman

That:

1. Council request that the offer dated 20 December 2018 remain open to allow additional time for valuations to be undertaken by both parties.
2. Council and the property owner each undertake a before and after valuation of the property with registered valuers. Both will be undertaken at Council's cost with the offer to the property owner that they select their own preferred valuer should they wish to do so.

CARRIED

5/0

Responsible Officer

Chief Executive Officer

CLOSURE

There being no further business, the Deputy Mayor thanked Council for their attendance and declared the meeting closed at 6.12pm.

These Minutes are to be confirmed at the next General Meeting of Council to be held on 13 February 2019, at Roma Administration Centre.

.....
Mayor.

.....
Date.

MINUTES OF THE SPECIAL MEETING OF MARANOA REGIONAL COUNCIL HELD AT ROMA ADMINISTRATION CENTRE ON 7 FEBRUARY 2019 COMMENCING AT 10.08AM

ATTENDANCE

Mayor Cr. T D Golder chaired the meeting with Deputy Mayor J L Chambers (by telephone), Cr. N H Chandler (by telephone), Cr. G B McMullen, Cr. W M Newman, Cr D J Schefe, Chief Executive Officer – Julie Reitano and Minutes Officer – Kelly Rogers in attendance.

AS REQUIRED

Manager Water, Sewerage & Gas – Graham Sweetlove (by telephone), Regional Grants & Council Events Development Coordinator – Susan Sands.

WELCOME

The Mayor welcomed all present and declared the meeting open at 10.08am.

APOLOGIES

Resolution No. SM/02.2019/01

Moved Cr Schefe

Seconded Cr McMullen

That apologies be received and leave of absence granted for Councillors Flynn, O'Neil and Stanford for this meeting

CARRIED

6/0

DECLARATION OF CONFLICTS OF INTEREST

There were no declarations of Conflicts of Interest.

BUSINESS

Item Number: 3.1

File Number: D19/8539

SUBJECT HEADING:

FUNDING AVAILABLE THROUGH LOCAL GOVERNMENT GRANTS & SUBSIDIES PROGRAM

Officer's Title:

Regional Grants & Council Events Development Coordinator

Executive Summary:

Council is eligible to apply for funding under the State Government's Local Government Grants & Subsidies Program (LGGSP).

At its meeting on 12 December, Council resolved to apply for funding for the following two projects, Resolution No. GM/12.2018/19.

- a) New Bore for Mitchell*
- b) Yuleba Water Facility*

Following the recent water issues in Roma, it was recommended that Council apply for three water projects under the program, with the addition of:

- c) Bore and Switchboard - McGrath Park, Roma*

Resolution No. SM/02.2019/02

Moved Cr Schefe

Seconded Cr McMullen

That Council:

1. Apply for funding under the State Government's Local Government Grants & Subsidies Program (LGGSP) for:
 - Mitchell Bore – Priority 1
 - Yuleba Water Facility – Priority 2
 - Bore and Switchboard at McGrath Park, Roma – Priority 3
2. Make necessary co-contributions (a minimum of 40%) for each project in the 2019/20 budget, and 2020/21 budget if required.
3. Authorise the Chief Executive Officer to sign the funding agreement for any successful project/s.
4. Note that this resolution is not in conflict with Resolution *GM/12.2018/19*, but rather incorporates an additional project (Project total cost - \$450,000) for submission under the same program.

CARRIED

6/0

Responsible Officer	Regional Grants & Council Events Development Coordinator
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CLOSURE

There being no further business, the Mayor thanked Council for their attendance and declared the meeting closed at 10.21am.

These Minutes are to be confirmed at the next General Meeting of Council to be held on 13 February 2019, at the Roma Administration Centre.

.....
Mayor.

.....
Date.

OFFICER REPORT

Meeting: General 13 February 2019

Date: 21 January 2019

Item Number: 11.1

File Number: D19/4298

SUBJECT HEADING: Delegation of Council Powers to the Chief Executive Officer under the Environmental Protection Act 1994

Classification: Open Access

Officer's Title: Associate to the Director – Corporate, Community & Commercial Services

Executive Summary:

Council's Delegations are reviewed and updated throughout the year. This reports seeks Council's approval for delegation of Council powers under the *Environmental Protection Act 1994* to the position of Chief Executive Officer.

Officer's Recommendation:

That Council:

- a) Under section 257 of the *Local Government Act 2009*, resolve to delegate the exercise of powers contained in Schedule 1 of the Instruments of Delegation included in the officer's report, to the Chief Executive Officer. These powers must be exercised subject to any limitations contained in Schedule 2 of the attached Instruments of Delegation for the *Local Government Act 2009*.
- b) All prior resolutions delegating the same powers to the Chief Executive Officer are repealed.

Individuals or Organisations to which the report applies:

Are there any individuals or organisations who stand to gain a benefit, or suffer a loss, (either directly or indirectly) depending on the outcome of consideration of this matter?

(Note: This is to assist Councillors in identifying if they have a Material Personal Interest or Conflict of Interest in the agenda item - i.e. whether they should participate in the discussion and decision making).

There are no individuals stand to gain a benefit or suffer a loss from the proposed delegation of powers.

Acronyms:

Are there any industry abbreviations that will be used in the report?

Note: This is important as particular professions or industries often use shortened terminology where they refer to the matter on a regular basis. However, for individuals not within the profession or industry it can significantly impact the readability of the report if these aren't explained at the start of the report).

Acronym	Description
ENPA	Environmental Protection Act 1994

Context:

Why is the matter coming before Council?

Amendments have been made to the Environmental Protection Act 1994 which have resulted in amendments being made to Council's delegable powers. This report seeks Council's approval to amend the existing delegable powers to align with the amendments made under the Environmental Protection Act.

Background:

Has anything already happened in relation to this matter?

(Succinct overview of the relevant facts, without interpretation)

Environmental Protection Act 1994 ('ENPA')

The ENPA has been amended by the Planning (Consequential) and Other Legislation Amendment Act 2016

The amendment has resulted in minor amendments to the Table of Delegable Powers as a result of the provisions of the new Planning Act.

Minor additional amendments were made to the tables for consistency.

Section of ENPA	Description	Amendments
173(3)	In certain circumstances, power to refuse an application for an environmental authority.	<p>(1) The administering authority must refuse an application if the applicant is not a registered suitable operator.</p> <p>(2) Subsection (3) applies to a development application if, under section 115, the application is taken to also be an application for an environmental authority and either of the following applies—</p> <p>(a) the administering authority or planning chief executive is a referral agency for the development application and directs the assessment manager for the application to</p> <p>(i) refuse the application; or</p> <p>(ii) give any development approval only as a preliminary approval;</p> <p>(b) the administering authority or planning chief executive is the assessment manager for the development application and decides to—</p> <p>(i) refuse the application; or</p> <p>(ii) give a preliminary approval even though the development application sought a development permit.</p> <p>(3) The administering authority must refuse the application for an environmental authority.</p> <p>(4) This section applies despite sections 170, 171 and 172.</p> <p>(5) In this section— preliminary approval means a preliminary approval under the Planning Act.</p>
332(a)	Power to require a person or public authority to prepare and submit for approval a draft transitional environmental program (a) as a condition of an	Removal of point B

	environmental authority; or (b) as a development condition of a development approval	
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Background to Delegation of Powers

Council is vested with the power to make a range of decision and various actions under legislation and other statutory instruments. Council derives those powers from State law, such as the *Local Government Act 2009*, and under its local laws and planning scheme.

Section 257 of the *Local Government Act 2009* allows Council, by resolution, to delegate its powers under State and other laws, to one or more individuals or standing committees, including to the Chief Executive Officer.

The delegation of a Council's power does not involve Council parting with or surrendering those powers. Council continues to retain all powers which are the subject of delegation. A delegation involves the "sharing" of power, so that both Council and the Chief Executive Officer can exercise the same power.

Other important legal principles which apply to the delegation proposal set out in the report are:

- a) Council at all times retains the power to revoke the delegation. Accordingly Council retains ultimate control.
- b) Council, as the delegator, still has responsibility to ensure that the relevant power is properly exercised. Council will therefore continue to supervise and oversee the exercise of its powers.
- c) A delegation of power by Council may be subject to any lawful conditions which Council wishes to impose. The imposition of conditions enables Council to impose checks and balances on its delegations. However, as with any vesting power, the delegated power cannot be unduly fettered.
- d) The delegate must exercise a delegated power fairly and impartially, without being influenced by or being subject to the discretion of other individuals.
- e) A local government must not delegate a power that an Act states must be exercised by resolution.

Legislation, Local Laws, State Policies & Other Regulatory Requirements:

What does the legislation and other statutory instruments include about the matter under consideration? (Include an extract of the relevant section's wording of the legislation – please do not just quote the section number as that is of no assistance to Councillors)

Section 518(1)(b) of the *Environmental Protection Act 1994* allows Council to resolve to delegate powers under the *Environmental Protection Act 1994*. The specific delegable powers are provided in the attached **Table of Delegable Powers**.

This report has been provided in compliance with section 257(1) of the *Local Government Act 2009*, which allows for the Local Government, by resolution, to delegate power under the *Local Government Act 2009* or another act to the Chief Executive Officer.

Council Policies or Asset Management Plans:

Does Council have a policy, plan or approach ordinarily followed for this type of decision?

What are relevant sections of the policy or plan?

(Quote/insert the relevant section's wording / description within the report)

N/A

Input into the Report & Recommendation:

Have others' views or input been sourced in developing the report and recommendation to Council? (i.e. other than the report author?) What did each say? (Please include consultation with the funding body, any dates of critical importance or updates or approvals required)

MacDonnell's Law

Funding Bodies:

Is the project externally funded (or proposed to be)? If so, are there any implications in relation to the funding agreement or grant application. (Please do not just include names)

N/A

This Financial Year's Budget:

Will the matter under consideration impact how much Council collects in income or how much it will spend? How much (\$)? Is this already included in the budget? (Include the account number and description).

If the matter under consideration has not been included in the budget, where can the funds be transferred from? (Include the account number and description) What will not be done as a result?

The delegation update service is funded in the current financial year's budget.

Future Years' Budgets:

Will there need to be a change in future years' budgets to cater for a change in income or increased expenditure as a result of Council's decision? How much (\$)? (e.g. estimate of additional maintenance or operating costs for a new or upgraded project)

N/A

Impact on Other Individuals or Interested Parties:

Is there anyone who is likely to be particularly interested in or impacted by the decision, or affected by the recommendation if adopted? What would be their key interests or concerns?

(Interested Parties Analysis - IS9001:2015)

Amendment of delegable powers will have minimal impact on Council Officers daily operations.

Risks:

What could go wrong if Council makes a decision on this matter? (What is the likelihood of it happening and the consequence if it does) (List each identified risk in a table)

Risk	Description of likelihood & consequences
Legislative requirement	The delegation of Local Government powers is important and necessary for the effective operation of Council.

Advice to Council:

What do you think Council should do, based on your skills, qualifications and experience, your knowledge of this and related matters, and the facts contained in the report?

(A summary of what the employee thinks Council needs to hear, not what they think individual Councillors want to hear – i.e. employees must provide sound and impartial advice – the employee's professional opinion)

<Provide details>

Recommendation:

What is the 'draft decision' based on the advice to Council?

Does the recommendation suggest a decision contrary to an existing Council policy? If so, for what reason?

(Note: recommendations if adopted by Council become a legal decision of government and therefore must be clear and succinct about the action required by employees (unambiguous)).

Does this recommendation suggest a decision contrary to an existing Council policy? If so, for what reason?

That Council:

- c) Under section 257 of the *Local Government Act 2009*, resolve to delegate the exercise of powers contained in Schedule 1 of the Instruments of Delegation included in the officer's report, to the Chief Executive Officer. These powers must be exercised subject to any limitations contained in Schedule 2 of the attached Instruments of Delegation for the *Local Government Act 2009*.
- d) All prior resolutions delegating the same powers to the Chief Executive Officer are repealed.

Link to Corporate Plan:

Corporate Plan 2018-2023

Strategic Priority 5: Managing our operations well

5.1 Continue to improve everything we do

5.1.3 Comply with our legal obligations.

Supporting Documentation:

1	Environmental Protection Act 1994 - Instrument of Delegation	D19/4316
2	Environmental Protection Act 1994 - Table of Delegable Powers	D19/4315

Report authorised by:

Director - Corporate, Community & Commercial Services

INSTRUMENT OF DELEGATION

Maranoa Regional Council *Environmental Protection Act 1994*

Under section 518(1)(b) of the *Environmental Protection Act 1994*, **Maranoa Regional Council** resolves to delegate the exercise of the powers contained in Schedule 1 to the Chief Executive Officer.

These powers must be exercised subject to the limitations contained in Schedule 2.

All prior resolutions delegating the same powers to the Chief Executive Officer are repealed.

Schedule 1

Environmental Protection Act 1994 ("ENPA")**CHAPTER 5 – ENVIRONMENTAL AUTHORITIES FOR ENVIRONMENTALLY RELEVANT ACTIVITIES****Part 2 - Application Stage****Division 4 – Notices about not properly made applications**

Entity power given to	Section of ENPA	Description
Administering Authority	128(2)	In certain circumstances, the power to give the applicant a notice.
Administering Authority	129(2)	In certain circumstances, the power to agree to a further period with the applicant.

Division 5 – Joint applicants

Entity power given to	Section of ENPA	Description
Administering Authority	130(3)	In certain circumstances, the power to: <ul style="list-style-type: none"> (a) give a notice or other document relating to the application to all the applicants, by giving it to the principal applicant nominated in the application; or (b) make a requirement under this chapter relating to the application of all the applicants, by making it of the principal applicant nominated in the application.

Division 6 – Changing applications**Subdivision 1 – Preliminary**

Entity power given to	Section of ENPA	Description
Administering Authority	131(d)	In certain circumstances, power to be satisfied that a change would not adversely affect the ability of the authority to assess the changed application.

Subdivision 3 – Changed applications – effect on assessment process

Entity power given to	Section of ENPA	Description
Administering Authority	133(1)(b)	Power to agree in writing to the change.
Administering Authority	134(4)	In certain circumstances, the power to be satisfied that the change would not be likely to attract a submission objecting to the thing the subject of the change, if the notification stage were to apply to the change.

Part 3 - Information Stage**Division 2 – Information requests**

Entity power given to	Section of ENPA	Description
Administering	140(1)	Power to ask the applicant, by written request (an <i>information request</i>), to

Authority		give further information needed to assess the application.
Administering Authority	143(2)	In certain circumstances, the power to include in an information request a requirement that the applicant provide an EIS for the application.
Administering Authority	145(1)	Power to, by written notice given to the applicant and without the applicant's agreement, extend the information request period by not more than 10 business days.
Administering Authority	145(3)	Power to request a further extension of the information request period.
Administering Authority	147(3)	Power to, within 5 business days after receiving the request: (a) decide whether to agree to the extension; and (b) give an information notice of the decision.

Part 4 - Notification Stage**Division 2 – Public notice**

Entity power given to	Section of ENPA	Description
Administering Authority	152(3)	Power to: (a) give the applicant an information notice about the decision before the application notice is given; and (b) decide an additional or substituted way to give or publish the application notice.
Administering Authority	159(2)	In certain circumstances, power to decide whether to allow the application to proceed under this part as if the noncompliance had not happened.
Administering Authority	159(3)	In certain circumstances, power to be satisfied that there has been substantial compliance with the public notice requirements.
Administering Authority	159(4)	In certain circumstances, power to within 10 business days after the decision is made, give the applicant written notice of the decision.
Administering Authority	159(5)(b)(i)	In certain circumstances, power to: (a) fix a substituted way to give or publish the application notice; and (b) give the applicant written notice of the substituted way.
Administering Authority	159(5)(b)(ii)	In certain circumstances, power to: (a) fix a new submission period for the application; and (b) give the applicant written notice of the period.
Administering Authority	159(5)(b)(iii)	In certain circumstances, power to give the applicant an information notice about the decision.

Division 3 – Submissions about applications

Entity power given to	Section of ENPA	Description
An Entity	160	Power to, within the submission period, make a submission to the administering authority about the application.
Administering Authority	161(3)	Power to accept a written submission even if it is not a properly made submission.
An Entity	162(1)	In certain circumstances, power to, by written notice, amend or replace a submission.

Part 5 - Decision Stage
Division 2 – Deciding an application
Subdivision 1 – Decision period

Entity power given to	Section of ENPA	Description
Administering Authority	168(2)	In certain circumstances, the power to, by written notice given to the applicant and without the applicant's agreement, extend the period mentioned in subsection 168(1) by not more than 20 business days.
Administering Authority	168(4)	Power to request a further extension of the decision period.

Subdivision 2 – Decision

Entity power given to	Section of ENPA	Description
Administering Authority	170(2)(a)	In certain circumstances, the power to decide that the application be approved subject to the standard conditions for the relevant activity or authority.
Administering Authority	170(2)(b)	In certain circumstances, the power to decide that the applicant be issued an environmental authority on conditions that are different to the standard conditions for the activity or authority.
Administering Authority	171(2)(a)	In certain circumstances, the power to decide that the application be approved subject to conditions that are different to the standard conditions for the activity or authority.
Administering Authority	171(2)(b)	In certain circumstances, the power to decide that the applicant be issued an environmental authority subject to the standard conditions for the activity or authority.
Administering Authority	172(2)	In certain circumstances, the power to decide that the application: (a) be approved subject to conditions; or (b) be refused.
Administering Authority	173(1)	Power to refuse an application if the applicant is not a registered suitable operator.
Administering Authority	173(3)	In certain circumstances, power to refuse an application for an environmental authority.

Division 4 – Steps after deciding application

Entity power given to	Section of ENPA	Description
Administering Authority	195	In certain circumstances, power to issue an environmental authority to the applicant.
Administering Authority	198(2)	In certain circumstances, power to give the application an information notice about the decision.
Administering Authority	198(4)	In certain circumstances, power to give any submitter for the application an information notice about the decision.

Division 6 – Conditions

Entity power given to	Section of ENPA	Description
Administering Authority	203(1)	Power to impose a condition on an environmental authority or draft environmental authority if:

		(a) it considers the condition is necessary or desirable; and (b) if the authority is for an application to which section 115 applies - the condition relates to the carrying out of the relevant prescribed ERA.
Administering Authority	203(2)	In certain circumstances, power to impose a condition on an environmental authority or draft environmental authority.
Administering Authority	204(2)	In certain circumstances, power to impose on the authority a condition requiring the holder of the authority to take all reasonable steps to ensure the relevant activity complies with the eligibility criteria for the activity.
Administering Authority	209(4)	Power to enter into an agreement to establish obligations, or secure the performance, of a party to the agreement about a condition.

Part 6 - Amending Environmental Authorities by Administering Authority

Division 1 – Amendments

Entity power given to	Section of ENPA	Description
Administering Authority	211	In certain circumstances, power to amend an environmental authority to correct a clerical or formal error.
Administering Authority	212(2)	Power to amend the environmental authority to ensure compliance with conditions included in a determination made by the NNTT under the Commonwealth Native Title Act, section 38(1)(c).
Administering Authority	212(3)	Power to give written notice of the amendment to the environmental authority holder.
Administering authority	212A(2)	Power to amend the environmental authority to ensure it is consistent with the regional interests development approval.
Administering authority	212A(3)	Power to given written notice the amendment to the environmental authority holder.
Administering Authority	213(2)	In certain circumstances, power to amend the existing authority to replace the existing standard conditions with the new standard conditions.
Administering Authority	213(3)	In certain circumstances, power to give written notice of the amendment to the environmental authority holder.
Administering Authority	214(2)	In certain circumstances, power to amend the environmental authority.
Administering Authority	214(3)	In certain circumstances, power to give: (a) an information notice about the amendment to the holder of the environmental authority; and (b) written notice of the amendment to the assessment manager for the development application.
Administering Authority	215(1)	In certain circumstances, power to amend an environmental authority.
Administering Authority	215(1)(a)	Power to consider the amendment is necessary or desirable because of a matter mentioned in subsection (2) and the procedure under division 2 is followed.

Division 2 – Procedure for particular amendments

Entity power given to	Section of ENPA	Description
Administering Authority	216	Power to propose to amend an environmental authority
Administering	217	Power to give the environmental authority holder a written notice (the

Authority		proposed amendment notice).
Administering Authority	218	Power to consider any written representation made within the period stated in the proposed amendment notice by the holder of the environmental authority.
Administering Authority	219(1)	In certain circumstances, power to believe a ground exists to make the proposed amendment, and to make the amendment.
Administering Authority	219(3)	Power to give the holder written notice of the decision.
Administering Authority	220	Power to give the environmental authority holder an information notice about the decision.

Division 3 – Steps for amendments

Entity power given to	Section of ENPA	Description
Administering Authority	221(2)(b)	In certain circumstances, power to issue the amended environmental authority to the holder.

Part 7 - Amendment of Environmental Authorities by Application

Division 2A – Provision for particular amendment applications

Entity power given to	Section of ENPA	Description
Administering Authority	227A(2)	Power to refuse application within 10 business days after receiving the amendment application.
Administering Authority	227A(3)	Power to require the holder of the environmental authority to make a site-specific application for a new environmental authority.
Administering Authority	227A(5)	Power to give written notice of any refusal.

Division 3 – Assessment level decisions

Entity power given to	Section of ENPA	Description
Administering Authority	228(1)	Power to decide whether the proposed amendment is a major or minor amendment.
Administering Authority	229	Power to give the applicant a written notice.
Administering Authority	230(2)	In certain circumstances, power to be satisfied that: <ul style="list-style-type: none"> (a) there is likely to be a substantial increase in the risk of environmental harm under the amended environmental authority; and (b) the risk is the result of a substantial change in: <ul style="list-style-type: none"> (i) the quantity or quality of contaminant permitted to be released into the environment; or (ii) the results of the release of a quantity or quality of contaminant permitted to be released into the environment.

Division 4 – Process if proposed amendment is a major amendment

Entity power given to	Section of ENPA	Description
Administering Authority	233(3)	In certain circumstances, power to: <ul style="list-style-type: none"> (a) decide another way of publishing the notice for subsection (2)(b)(ii);

		and (b) give the applicant an information notice about the decision before the notice is published.
Administering Authority	237(1)(b)	Power to agree in writing to the change.
Administering Authority	238(3)(a)	In certain circumstances, power to within 10 business days after notice of the change is received, ask the applicant to give further information needed to assess the application
Administering Authority	238(7)	In certain circumstances, power to be satisfied the change would not be likely to attract a submission objecting to the thing the subject of the change, if the notification stage were to apply to the change.

Division 5 – Process if proposed amendment is minor amendment

Entity power given to	Section of ENPA	Description
Administering Authority	240(1)	Power to decide either to approve or refuse the application: (a) for a condition conversion – within 10 business days after the application is received (for a condition conversion); or (b) otherwise, within 10 business days after notice of the assessment level decision is given to the applicant.
Administering Authority	240(2)	Power to be satisfied the proposed amendment is necessary or desirable.
Administering Authority	240(3)	In certain circumstances, power to make any other amendments to the conditions of the environmental authority it considers: (a) relate to the subject matter of the proposed amendment; and (b) are necessary or desirable.

Division 6 – Steps after deciding amendment application

Entity power given to	Section of ENPA	Description
Administering Authority	242(1)(b)	In certain circumstances, power to issue the amended environmental authority to the applicant.
Administering Authority	242(3)	Power to within 5 business days after the decision is made, give the applicant an information notice about the decision.

Part 8 - Amalgamating Environmental Authorities

Division 2 – Deciding amalgamation application

Entity power given to	Section of ENPA	Description
Administering Authority	247(1)	Power to, within 20 business days after the day the amalgamation application is received, decide to: (a) approve the application; or (b) if the application is for an amalgamated local government authority or amalgamated project authority—refuse the application.
Administering Authority	247(2)(c)	Power to be satisfied there is an appropriate degree of integration between the activities.
Administering Authority	247(3)	Power to be satisfied the relevant activities for the existing environmental authorities are being carried out as a single integrated operation.

Division 3 – Miscellaneous provisions

Entity power given to	Section of ENPA	Description
Administering Authority	248(b)	In certain circumstances, power to issue to the applicant: (a) if the application is for an amalgamated corporate authority – an amalgamated corporate authority; or (b) if the application is for an amalgamated local government authority – an amalgamated local government authority; or (c) if the application is for an amalgamated project authority – an amalgamated project authority.
Administering Authority	249	Power to, within 10 business days after refusing an amalgamation application, give the applicant an information notice about the decision.

Division 4 – De-amalgamating environmental authorities

Entity power given to	Section of ENPA	Description
Administering Authority	250C(a)	Power to de-amalgamate the relevant authority within 15 business days after receiving a de-amalgamation application that complies with section 250B.

Part 9 - Transferring Environmental Authorities for Prescribed ERAs

Entity power given to	Section of ENPA	Description
Administering Authority	254(1)	Power to consider each transfer application and decide to: (a) approve the transfer; or (b) refuse the transfer.
Administering Authority	255(1)(b)	In certain circumstances, power to issue the amended environmental authority (the transferred environmental authority) to each holder.
Administering Authority	255(2)	In certain circumstances, power to, within 10 business days after the decision is made, give the existing holder and the proposed holder written notice of the decision.

Part 10 - Surrender of Environmental Authorities**Division 1 – Preliminary**

Entity power given to	Section of ENPA	Description
Administering Authority	258(2)	In certain circumstances, power to by written notice (a surrender notice), require the holder of the environmental authority to make a surrender application.
Administering Authority	261(2)	In certain circumstances, power to approve a surrender application for part of the environmental authority.

Division 3 – Final rehabilitation reports

Entity power given to	Section of ENPA	Description
Administering Authority	264(2)(a)	Power to agree to a methodology.

Division 4 – Requests for Information

Entity power given to	Section of ENPA	Description
Administering Authority	265	Power to ask the applicant, by written request, to give further information needed to assess the surrender application.

Division 5 – Deciding surrender applications

Entity power given to	Section of ENPA	Description
Administering Authority	266(1)	Power to decide to: (a) approve the surrender application; or (b) refuse the surrender application.
Administering Authority	269(a)	Power to be satisfied the conditions of the environmental authority have been complied with.
Administering Authority	269(b)(i)	Power to be satisfied the land on which each relevant activity for the environmental authority has been carried out has been satisfactorily rehabilitated.
Administering Authority	269(b)(ii)	Power to be satisfied the land will be satisfactorily rehabilitated under a transitional environmental program.
Administering Authority	269(c)	Power to be satisfied of another circumstance prescribed by regulation.

Division 8 – Miscellaneous provisions

Entity power given to	Section of ENPA	Description
Administering Authority	275(a)(ii)	In certain circumstances, power to give the applicant written notice of the decision.
Administering Authority	275(b)	In certain circumstances, power to give the applicant an information notice about the decision.

Part 11 - Cancellation or Suspension of Environmental Authorities**Division 1 – Preliminary**

Entity power given to	Section of ENPA	Description
Administering Authority	278(1)	In certain circumstances, power to cancel or suspend an environmental authority .

Division 2 – Procedure for cancellation or suspension by administering authority

Entity power given to	Section of ENPA	Description
Administering Authority	280(1)	Power to give the environmental authority holder a written notice.
Administering Authority	281	Power to consider any written representation made within the stated period by the environmental authority holder.
Administering Authority	282(1)	In certain circumstances, power to believe a ground exists to take the proposed action.
Administering	282(1)(a)	In certain circumstances, power to suspend the environmental authority for no

Authority		longer than the proposed suspension period.
Administering Authority	282(1)(b)	In certain circumstances, power to either cancel the environmental authority or suspend it for a fixed period.
Administering Authority	282(3)	Power to decide not to take the proposed action and, if so, give the environmental authority holder written notice of the decision.
Administering Authority	283(1)	Power to give the environmental authority holder an information notice about the decision.
Administering Authority	283(2)	In certain circumstances, power to give written notice of the decision to the chief executive administering the resource legislation.

Part 11A - General Provisions**Division 3 – Deciding suspension applications**

Entity power given to	Section of ENPA	Description
Administering Authority	284C	Power to decide whether to approve the application or refuse the application.
Administering Authority	284F(1)(a)(ii)	In certain circumstances, power to give the holder of the environmental authority written notice of the decision.
Administering Authority	284F(1)(b)	In certain circumstances, power to give the holder an information notice about the decision.

Part 12 - General Provisions**Division 1 – Plan of operations for environmental authority relating to mining lease or petroleum lease**

Entity power given to	Section of ENPA	Description
Administering Authority	287	Power to agree with the holder in writing to a shorter period.

Division 2 – Financial assurance**Subdivision 1 – Requiring financial assurance**

Entity power given to	Section of ENPA	Description
Administering Authority	292(1)	Power to, by condition of an environmental authority, require the holder of the environmental authority to give the administering authority financial assurance.
Administering Authority	292(2)	Power to be satisfied the condition is justified.
Administering Authority	292(3)	Power to require a financial assurance to remain in force until satisfied no claim is likely to be made on the assurance.

Subdivision 2 – Amount and form of financial assurance

Entity power given to	Section of ENPA	Description
Administering Authority	295(1)	Power to decide the amount and form of financial assurance required under a condition of an environmental authority.
Administering Authority	295(2)(c)	Power to agree with the holder of the environmental authority to a further period.

Administering Authority	295(4)	Power to form an opinion as to the amount that represents the total of likely costs and expenses that may be incurred taking action to rehabilitate or restore and protect the environment because of environmental harm that may be caused by the activity.
Administering Authority	296	Power to, within 5 business days after making a decision under section 295(1), give an information notice about the decision to the holder of the environmental authority.

Subdivision 3 – Claiming or realising financial assurance

Entity power given to	Section of ENPA	Description
Administering Authority	299(2)	Power to must give written notice to the entity who gave the financial assurance.
Administering Authority	300	Power to consider any written representations made within the stated period by the entity who gave the financial assurance.
Administering Authority	301(1)	Power to decide whether to make a claim on or realise the financial assurance.
Administering Authority	301(2)	In certain circumstances, power to give the entity an information notice about the decision.

Subdivision 4 – Amending or discharging financial assurance

Entity power given to	Section of ENPA	Description
Administering Authority	304(1)	Power to, by written notice, require the applicant to give it a compliance statement for the financial assurance before deciding the application.
Administering Authority	305(1)(a)	Power to approve or refuse the application.
Administering Authority	305(1)(b)	In certain circumstances, power to give the applicant an information notice about the decision.
Administering Authority	305(3)	Power to be satisfied no claim is likely to be made on the assurance.
Administering Authority	305(5)	Power to withhold making a decision under subsection (1).
Administering Authority	306(1)	In certain circumstances, power to, at any time, require the holder of an environmental authority or small scale mining tenure for which financial assurance has been given to change the amount of the financial assurance.
Administering Authority	306(3)	Power to give written notice to the holder of the environmental authority or small scale mining tenure.
Administering Authority	306(6)	In certain circumstances, power to consider any written submissions made by the holder within the stated period.

Division 3 – Annual fees and returns

Subdivision 1 – Annual notices

Entity power given to	Section of ENPA	Description
Administering Authority	308(2)	In certain circumstances, power to give the environmental authority holder a written notice complying with subsection (3) (an <i>annual notice</i>).
Administering Authority	310(1)	In certain circumstances, power to change the anniversary day, for an environmental authority for which an annual fee is prescribed under a

		regulation, to another day (the new day).
Administering Authority	311	Power to decide whether or not to change the anniversary day to the new day.
Administering Authority	312	Power to give the holder: (a) if the decision is to change the day – written notice of the decision; or (b) if the decision is not to change the day – an information notice about the decision.

Division 4 – Non-compliance with eligibility criteria

Entity power given to	Section of ENPA	Description
Administering Authority	314(2)	In certain circumstances, power to require the holder of the environmental authority to: (a) make a site-specific application for a new environmental authority under part 2; or (b) make an amendment application for the authority under part 7.
Administering Authority	314(3)	Power to give written notice of the proposed requirement to the holder of the environmental authority.
Administering Authority	314(5)	Power consider any representations made by the holder within the stated period.

Division 5 – Miscellaneous provisions

Entity power given to	Section of ENPA	Description
Administering Authority	315(1)	Power to ask any entity for advice, comment or information about an application made under this chapter at any time.

CHAPTER 7 – ENVIRONMENTAL MANAGEMENT

Part 1 - Environmental Duties

Division 2 – Duty to Notify of Environmental Harm

Subdivision 3B – Duty of local government

Entity power given to	Section of ENPA	Description
Local Government	320DB(1)	Power to give the administering authority written notice of the activity.
Local Government	320DB(2)	Power to give the administering authority written notice of (a) the nature of the event or change in the condition and the circumstances in which the event or change happened or is happening; or (b) within 24 hours after becoming aware of the event or change in condition of the land.

Part 2 - Environmental Evaluations
Division 2 – Environmental audits
Subdivision 1 – Audit requirements

Entity power given to	Section of ENPA	Description
Administering Authority	322(1)	In certain circumstances, power to, by written notice, require the holder of an environmental authority to: (a) conduct or commission an audit (an environmental audit) about a stated matter concerning a relevant activity; and (b) give the administering authority an environmental report on the audit.
Administering Authority	322(2)	Power to be reasonably satisfied the audit is necessary or desirable.
Administering Authority	323(1)	Power to be satisfied that: (a) a person is, or has been, contravening a regulation, an environmental protection policy, a transitional environmental program or an enforceable undertaking; or (b) a person is, or has been, contravening any of the following provisions: (i) section 363E; (ii) section 440Q; (iii) section 440ZG; (iv) a provision of chapter 8, part 3D, 3E or 3F.
Administering Authority	323(2)	Power to, by written notice (also an audit notice), require the person to: (a) Conduct or commission an audit (also an environmental audit) about the matter; and (b) give the administering authority an environmental report about the audit.

Division 3 – Environmental investigations

Entity power given to	Section of ENPA	Description
Administering Authority	326B(1)	Power to be satisfied on reasonable grounds that: (a) an event has happened causing environmental harm while an activity was being carried out; or (b) an activity or proposed activity is causing, or is likely to cause environmental harm.
Administering Authority	326B(2)	Power to, by written notice (an investigation notice), require the person who has carried out, is carrying out or is proposing to carry out the activity to: (a) conduct or commission an investigation (an environmental investigation) about the event or activity; and (b) submit an environmental report about the investigation to the authority.
Administering Authority	326BA(1)	Power to be satisfied that circumstances contained in subsection (a) – (c) apply to the land.
Administering Authority	326BA(2)	Power to give written notice (an investigation notice) requiring a prescribed responsible person for the land to (a) conduct or commission an investigation; and (b) give the administering authority an investigation report.

Division 5 – Steps after receiving environmental reports

Entity power given to	Section of ENPA	Description
Administering Authority	326F(2)	Power to, by written notice, ask the recipient to give further information needed to decide whether to approve the environmental report.
Administering Authority	326G(4)	Power to decide to accept the report or to refuse to accept the report.
Administering Authority	326G(5)	Power to be satisfied that the report does not adequately address the relevant matters for the environmental investigation to which the report relates.
Administering Authority	326G(7)	In certain circumstances, power to extend the period mentioned in subsection (6) for making the decision.
Administering Authority	326G(7)(a)	Power to be satisfied that there are special circumstances for extending the time.
Administering Authority	326G(8)	Power to give the recipient written notice of the decision within 5 business days after making the decision.
Administering Authority	326H	Power to do one or more of the following: (a) require the recipient to prepare and submit a transitional environmental program to it; (b) if the recipient is the holder of an environmental authority – amend the conditions of the authority; (c) serve an environmental protection order on the recipient; or (d) take any other action it considers appropriate.
Administering Authority	326I(2)	Power to require the recipient to conduct or commission another environmental investigation and submit a report on the investigation to it.
Administering Authority	326I(3)	Power to give written notice to the recipient.

Part 3 - Transitional Environmental Programs**Division 2 - Submission and approval of transitional environmental programs**

Entity power given to	Section of ENPA	Description
Administering Authority	332(1)	Power to require a person or public authority to prepare and submit for approval a draft transitional environmental program as a condition of an environmental authority.
Administering Authority	332(2)	In the specified circumstances, the power to require a person or public authority to prepare and submit for approval a draft transitional environmental program.
Administering Authority	334A(1)	Power to, by written notice, ask the person or public authority that submitted the draft transitional environmental program to give further information needed to decide whether to approve the draft program.
Administering Authority	336(1)	Power to invite a person or public authority that has submitted a draft transitional environmental program and another person who has made a submission under section 335 of the Environmental Protection Act 1994 about the transitional environmental program, to a conference to help in deciding whether or not to approve the program.
Administering Authority	336(2)	Power to give written notice to all persons invited to attend a conference of when and where the conference is to be held.
Administering Authority	336(3)	If its considered impracticable to give notice to all persons invited to attend a conference, the power to give notice of the conference by publishing a notice

		in the newspapers you decide.
Administering Authority	336(4)	In the specified circumstances, the power to appoint an independent person to mediate a conference.
Administering Authority	336A(1)	Power to ask any person for advice, comment or information about a submission for approval of a transitional environmental program at any time.
Administering Authority	337(1)	In the specified circumstances, the power to decide whether to approve a draft transitional environmental program within the specified time period.
Administering Authority	337(2)	In certain circumstances, power to extend the period mentioned in subsection (1) for making the decision.
Administering Authority	337(2)	Power to give an information notice about the decision to extend to the person or public authority that submitted the program and any submitters.
Administering Authority	338(1)	In deciding whether to approve or refuse to approve a draft program or the conditions (if any) of the approval, the power to: <ul style="list-style-type: none"> (a) comply with any relevant regulatory requirement; and (b) subject to paragraph (a), consider the specified criteria.
Administering Authority	339(1)	Power to: <ul style="list-style-type: none"> (a) approve a draft transitional environment program: <ul style="list-style-type: none"> (i) as submitted; or (ii) as amended at the request, or with the agreement, of the administering authority; or (b) refuse to approve a draft transitional environmental program.
Administering Authority	339(2)	Power to impose on an approval of a draft transitional environmental program: <ul style="list-style-type: none"> (a) any conditions the authority must impose under a regulatory requirement; (b) a condition requiring the holder of the approval to give an amount of financial assurance as security for compliance with the transitional environmental program and any conditions of the program; and (c) any other conditions the administering authority considers appropriate.
Administering Authority	340(1)	Power to, within 8 business days after making a decision under section 339, give the person or public authority that submitted the program a written notice about the decision.
Administering Authority	340(2)(b)	If the program is approved, power to state any conditions imposed on the approval by the administering authority.
Administering Authority	340(2)(c)	If the program is approved, power to state the day the approval ends.
Administering Authority	340(3)	If the program is refused, or approved with conditions, power to give an information notice.
Administering Authority	342(2)	In the specified circumstances, the power to consider and decide whether to approve a draft transitional environmental program if satisfied there has been substantial compliance with the Environmental Protection Act 1994.
Administering Authority	343A(2)(B)	In certain circumstances, power to give the holder of the environmental authority a copy of the environmental authority including the note.

Division 3A – Financial assurances

Entity power given to	Section of ENPA	Description
Administering Authority	344(3)	In the specified circumstances, the power to approve an amendment of an approval for a transitional environmental program for an environmentally relevant activity.
Administering	344(4)	Without limiting the matters to be considered in deciding an application, the

Authority		power to have regard to the specified criteria.
Administering Authority	344A(2)	Power to may recover the reasonable costs or expenses of taking the action by making a claim on or realising the financial assurance or part of it.
Administering Authority	344A(3)	Power to give written notice to the person who gave the financial assurance.
Administering Authority	344B	Power to consider any written representations made within the stated period by the person who gave the financial assurance.
Administering Authority	344C(1)	Power to, within 10 business days after the end of the stated period, decide whether to make a claim on or realise the financial assurance.
Administering Authority	344C(2)	Power to, within 5 business days after making the decision, give the person an information notice about the decision.

Division 3B – Cancellation of approval for transitional environmental programs

Entity power given to	Section of ENPA	Description
Administering Authority	344E(1)	Power to cancel the approval for a transitional environmental program for the reasons provided in that subsection.
Administering Authority	344E(1)(b)	Power to be satisfied the approval holder has: (i) disposed of the place or business to which the program relates; or (ii) ceased the activity to which the program relates.
Administering Authority	344E(2)(a)	Power to give a notice stating the details of the cancellation to the approval holder.
Administering Authority	344F(2)(a)	Power to withdraw the notice by another written notice.
Administering Authority	344G(2)	Power to give the holder of the environmental authority a copy of the authority that does not include the note.

Part 4 - Special Provisions about Voluntary Submission of Transitional Environmental Programs

Entity power given to	Section of ENPA	Description
Administering Authority	352(1)	In the specified circumstances, the power to give written notice to a person of: (a) receiving a program notice; and (b) the day by which a draft transitional environmental program dealing with the activity must be submitted for approval.
Administering Authority	355(1)	In certain circumstances, power to apply to the Court for an order that section 353(1) does not apply to the person for any continuation of the original offence.

Part 4A - Temporary emissions licences

Entity power given to	Section of ENPA	Description
Administering Authority	357E(1)	Power to: (a) grant the application for a temporary emissions licence: (i) as submitted; (ii) on different terms than have been requested in the application; or (b) refuse to grant the application for a temporary emissions licence.

Administering Authority	357E(2)	Power to impose conditions on the temporary emissions licence it considers are necessary or desirable.
Administering Authority	357F	Power to give the applicant an information notice about the decision if the decision is to: (a) grant the application on different terms than have been requested in the application: or (b) refuse the application.
Administering Authority	357J	In certain circumstances, power to amend, cancel or suspend a temporary emissions licence.

Part 5 - Environmental Protection Orders

Entity power given to	Section of ENPA	Description
Administering Authority	358	In the specified circumstances, the power to issue an order (an environmental protection order) to a person.
Administering Authority	359	Before deciding to issue an environmental protection order, the power to consider the standard criteria.

CHAPTER 9 – INVESTIGATION AND ENFORCEMENT

Part 1 - Administration Generally

Entity power given to	Section of ENPA	Description
As delegate of the Chief Executive of the Environmental Protection Agency: 516(1)(b) and 517	445(1)(c) ¹	In the specified circumstances, the power to appoint an authorised person.
As delegate of the Chief	448 ²	In the specified circumstances, the power to issue an identity card to each authorised person appointed.

¹ The power is subject to the following limitations as per the instrument of delegation of the Chief Executive of the Environmental Protection Agency dated 7 February 2008 (copy attached).

1. The only powers under the *Environmental Protection Act 1994* the authorised person who is appointed by the Local Govt is to exercise are:
 - (a) Sections 440J, 452, 453, 455, 456, 457, 459, 460, 461, 462, 463A, 463, 464, 465 and 466 of the *Environmental Protection Act 1994*; and
 - (b) Only to be used in relation to those matters referred to in s.440D of the *Environmental Protection Act 1994*; and
2. That the certificates issued pursuant to s.490 of the *Environmental Protection Act 1994* are only used in respect of Court proceedings in relation to those matters referred to in s.440D of the *Environmental Protection Act 1994*.

² The power is subject to the following limitations as per the instrument of delegation of the Chief Executive of the Environmental Protection Agency dated 7 February 2008 (copy attached).

1. The only powers under the *Environmental Protection Act 1994* the authorised person who is appointed by the Local Govt is to exercise are:
 - (a) Sections 440J, 452, 453, 455, 456, 457, 459, 460, 461, 462, 463A, 463, 464, 465 and 466 of the *Environmental Protection Act 1994*; and
 - (b) Only to be used in relation to those matters referred to in s.440D of the *Environmental Protection Act 1994*; and
2. That the certificates issued pursuant to s.490 of the *Environmental Protection Act 1994* are only used in respect of Court proceedings in relation to those matters referred to in s.440D of the *Environmental Protection Act 1994*.

Executive of the Environmental Protection Agency: 516(1)(b) & 517.		
Administering Authority	451(1)	In the specified circumstances, the power to give a notice under section 451 of the Environmental Protection Act 1994 to a person requiring the person to give information relevant to the administration and enforcement of the Environmental Protection Act 1994.

Part 2 - Powers of Authorised Persons for Places and Vehicles

Entity power given to	Section of ENPA	Description
Administering Authority	454(1)	Power to believe on reasonable grounds land is contaminated land
Administering Authority	454(3)(b)	Power to give written notice to the owner and occupier.
Administering Authority	458(2)	In the specified circumstances, the power to give written notice of an application made under section 458(1) of the Environmental Protection Act 1994 to: <ul style="list-style-type: none"> (a) the owner of the land; and (b) if the owner is not the occupier of the land - the occupier; and (c) if the application is for an order to carry out work mentioned in section 458(1)(a) of the Environmental Protection Act 1994: <ul style="list-style-type: none"> (i) the environmental authority holder; or (ii) transitional environmental program approval holder; or (iii) the registered operator. (d) if the application is for an order to take actions required under a clean-up notice – the recipient of the notice.
As delegate of the Chief Executive of the Environmental Protection Agency: 516(1)(b) and 517.	490	In the specified circumstances, the power to issue a certificate.

CHAPTER 10 – LEGAL PROCEEDINGS

Part 3 - Legal Proceedings

Entity power given to	Section of ENPA	Description
Administering Authority	502A(2)	Power to carry out work or take any other action reasonably necessary to fulfil the requirements of an order made against a person under section 502.

Part 5 - Enforceable undertakings

Entity power given to	Section of ENPA	Description
Administering	507(1)	Power to accept an enforceable undertaking.

Authority		
Administering Authority	507(3)	Power to give written notice of: (a) administering authority's decision to accept or reject the enforceable undertaking; and (b) the reasons for the decision.
Administering Authority	507(4)	Power to form a reasonable belief that the undertaking will: (a) secure compliance with the Act; and (b) enhance the protection of the environment.
Administering Authority	509(1)	Power to give written agreement to: (a) withdraw the undertaking; or (b) vary the undertaking.
Administering Authority	510	Power to amend an enforceable undertaking with the written agreement of the person who made the undertaking.
Administering Authority	511	Power to: (a) amend an enforceable undertaking to correct a clerical or formal error; and (b) give written notice of the amendment to the enforceable undertaking.
Administering Authority	512(1)	Power to amend or suspend an enforceable undertaking if the administering authority is satisfied of the requirements in paragraphs (a) – (d).
Administering Authority	512(2)	Power to give a notice stating proposed action in respect of the enforceable undertaking.
Administering Authority	512(4)	Power to consider written representations.
Administering Authority	512(5)	Power to decide to take action under the section.
Administering Authority	512(6)	Power to give an information notice about the decision within 10 business days after making the decision.
Administering Authority	512(7)	Power to give written notice of a decision not to take action.
Administering Authority	513(2)	Power to apply to the Magistrates Court for an order about contravention of enforceable undertaking.

CHAPTER 11 – ADMINISTRATION

Part 3 - Review of Decisions and Appeals

Division 2 – Internal Review of Decisions

Entity power given to	Section of ENPA	Description
Administering Authority	521(2)(a)(ii)	In the specified circumstances, the power to allow a longer period within which an application for a review of an original decision must be made.
Administering Authority	521(5)	In the specified circumstances, the power to, within the decision period for a review of an original decision: (a) review the original decision; and (b) consider any submissions properly made by a recipient of a review notice; and (c) make a decision (the review decision) to: (i) confirm or revoke the original decision; or (ii) vary the original decision in a way considered appropriate.

Administering Authority	521(8)	Within 10 business days after making a review decision, the power to give written notice of the review decision to the applicant and persons who were given notice of the original decision.
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CHAPTER 12 – MISCELLANEOUS

Part 3A - Auditors

Division 1 – Preliminary

Entity power given to	Section of ENPA	Description
Auditor	568	<p>Power to, subject to the terms of an approval under division 2:</p> <ul style="list-style-type: none"> (a) conduct environmental audits and prepare environmental reports about audits under chapter 7, part 2, division 2; and (b) evaluate site investigation reports, validation reports, draft site management plans and draft amendments of site management plans prepared under chapter 7, part 8 against criteria prescribed under a regulation (the prescribed criteria) and: <ul style="list-style-type: none"> (i) if the report or plan does not comply with the prescribed criteria—prepare a report about the evaluation; or (ii) if the report or plan complies with the prescribed criteria—provide written certification that it complies with the criteria; and (c) audit or evaluate another matter or thing prescribed under a regulation and prepare a report or written certification about the audit or evaluation.

CHAPTER 13 – SAVINGS, TRANSITIONAL AND RELATED PROVISIONS

Part 5 - Transitional provisions for Environmental Protection Legislation Amendment Act 2003

Entity power given to	Section of ENPA	Description
Administering Authority	620(2)	In the specified circumstances, the power to change or cancel a condition of an environmental authority.
Administering Authority	620(5)(b)	<p>In the specified circumstances, if a condition has changed or cancelled, the power to, within the specified time period, give the registered operator:</p> <ul style="list-style-type: none"> (i) a copy of the development conditions as applying after the change or cancellation; and (ii) a registration certificate.
Administering Authority	621(1)	<p>Power to, for an activity being carried out under an environmental authority mentioned in section 619(1) of the Environmental Protection Act 1994, give to the person carrying out the activity:</p> <ul style="list-style-type: none"> (a) if the activity was carried out at 1 location - a development approval for the location; or (b) if the activity was carried at more than 1 location and is not a mobile and temporary environmentally relevant activity - a development approval for each location; or (c) if the activity is a mobile and temporary environmentally relevant activity - a development approval for a mobile and temporary environmentally relevant activity.
Administering Authority	621(2)	If the person carrying out the activity does not have a registration certificate for the activity, the power to also give the person a registration certificate for the activity.

Administering Authority	621(4)	If you act under section 621(1) or (2) of the Environmental Protection Act 1994, the power to give the person carrying out the activity an information notice about your decision to give the approval or approval and certificate.
Administering Authority	623(2)	In the specified circumstances, the power to give a registered operator a notice stating that you are satisfied that the risk of environmental harm from carrying out the activity is no longer insignificant.
Administering Authority	626(3)(a)	In the specified circumstances, the power to, by written notice, ask an applicant to give a stated document or information relevant to an application.

Part 6 - Transitional Provisions for Petroleum and Other Legislation Amendment Act 2004

Entity power given to	Section of ENPA	Description
Administering Authority	634(1)	In the specified circumstances, the power to amend a condition about financial assurance imposed under Part 7, Chapter 13 of the Environmental Protection Act 1994 to require the giving of replacement financial assurance, in a form and amount decided by you.

Part 17 - Transitional provisions for the Environmental Protection and Other Legislation Amendment Act 2011

Entity power given to	Section of ENPA	Description
Administering Authority	671(2)	Power to consider, or continue to consider, the draft transitional environment program and decide whether to approve an existing draft transitional environment program under the unamended Act.

Part 18 - Transitional provisions for Environmental Protection (Greentape Reduction) and Other Legislation Amendment Act 2012

Division 5 –Transitional authorities for environmentally relevant activities

Entity power given to	Section of ENPA	Description
Administering Authority	697(1)	Power to decide whether to approve the application or refuse the application.
Administering Authority	698(1)	In certain circumstances, power to: (a) amend the environmental authority to give effect to the conversion; and (b) issue the amended environmental authority to the applicant.
Administering Authority	698(2)	In certain circumstances, power to give the applicant an information notice about the decision.

Division 5A – Suspended Activities

Entity power given to	Section of ENPA	Description
Administering Authority	698B	Power to approve an application to convert the surrendered registration certificate to an environmental authority that has been suspended under chapter 5, part 11A (a conversion application).

Division 6 – Financial assurance

Entity power given to	Section of ENPA	Description
Administering Authority	699(4)	Power to amend the environmental authority to impose a condition about financial assurance.
Administering Authority	699(5)	Power to give written notice of the amendment.

Division 8 – Provisions about environmental management plans

Entity power given to	Section of ENPA	Description
Administering Authority	701(2)	Power to amend the new authority to impose conditions consistent with the environmental management plan.

Schedule 2**Limitations to the Exercise of Power**

1. Where Council in its budget or by resolution allocates an amount for the expenditure of Council funds in relation to a particular matter, in exercising delegated power in relation to that matter, the delegate will only commit Council to reasonably foreseeable expenditure up to the amount allocated.
2. The delegate will not exercise any delegated power in relation to a matter which, to the delegate's knowledge, adversely affects, or is likely to adversely affect, Council's relations with the public at large.
3. The delegate will not exercise any delegated power contrary to a resolution or other decision of Council (including a policy decision relating to the matter).
4. The delegate will not exercise any delegated power in a manner, or which has the foreseeable effect, of being contrary to an adopted Council policy or procedure.
5. The delegate will only exercise a delegated power under this resolution in a manner which complies with the requirements of Council's Planning Scheme, and any exercise of power which involves a departure from or variation of those requirements will only be undertaken by Council.
6. The delegate will not exercise any delegated power which cannot lawfully be the subject of delegation by Council.

[2017 07 03 - ENPA - Delegation Instrument - Maranoa]

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Delegable Powers under the Environmental Protection Act 1994 ("ENPA")

CHAPTER 5 – ENVIRONMENTAL AUTHORITIES FOR ENVIRONMENTALLY RELEVANT ACTIVITIES

Part 2 - Application Stage

Division 4 – Notices about not properly made applications

Entity power given to	Section of ENPA	Description	Delegation to the CEO / Date of Resolution	Sub-Delegation to Officers	Date of Sub-Delegation	Limitations and Conditions
Administering Authority	128(2)	In certain circumstances, the power to give the applicant a notice.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering Authority	129(2)	In certain circumstances, the power to agree to a further period with the applicant.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			

Division 5 – Joint applicants

Entity power given to	Section of ENPA	Description	Delegation to the CEO / Date of Resolution	Sub-Delegation to Officers	Date of Sub-Delegation	Limitations and Conditions
Administering Authority	130(3)	In certain circumstances, the power to: (a) give a notice or other document relating to the application to all the applicants, by giving it to the principal applicant nominated in the application; or (b) make a requirement under this	This is an existing delegable power (GM/01.2016/36 20.01.2016).			

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		chapter relating to the application of all the applicants, by making it of the principal applicant nominated in the application.				
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Division 6 – Changing applications**Subdivision 1 – Preliminary**

Entity power given to	Section of ENPA	Description	Delegation to the CEO / Date of Resolution	Sub-Delegation to Officers	Date of Sub-Delegation	Limitations and Conditions
Administering Authority	131(d)	In certain circumstances, power to be satisfied that a change would not adversely affect the ability of the authority to assess the changed application.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			

Subdivision 3 – Changed applications – effect on assessment process

Entity power given to	Section of ENPA	Description	Delegation to the CEO / Date of Resolution	Sub-Delegation to Officers	Date of Sub-Delegation	Limitations and Conditions
Administering Authority	133(1)(b)	Power to agree in writing to the change.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering Authority	134(4)	In certain circumstances, the power to be satisfied that the change would not be likely to attract a submission objecting to the thing the subject of the change, if the notification stage were to apply to the change.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			

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Part 3 - Information Stage**Division 2 – Information requests**

Entity power given to	Section of ENPA	Description	Delegation to the CEO / Date of Resolution	Sub-Delegation to Officers	Date of Sub-Delegation	Limitations and Conditions
Administering Authority	140(1)	Power to ask the applicant, by written request (an information request), to give further information needed to assess the application.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering Authority	143(2)	In certain circumstances, the power to include in an information request a requirement that the applicant provide an EIS for the application.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering Authority	145(1)	Power to, by written notice given to the applicant and without the applicant's agreement, extend the information request period by not more than 10 business days.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering Authority	145(3)	Power to request a further extension of the information request period.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering Authority	147(3)	Power to, within 5 business days after receiving the request: (a) decide whether to agree to the extension; and (b) give an information notice of the decision.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			

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Part 4 - Notification Stage**Division 1 – Preliminary**

Entity power given to	Section of ENPA	Description	Delegation to the CEO / Date of Resolution	Sub-Delegation to Officers	Date of Sub-Delegation	Limitations and Conditions
Administering Authority	150(1)(d)	In certain circumstances, the power to be satisfied that the change would not be likely to attract a submission objecting to the thing the subject of the change, if the notification stage were to apply to the change.				

Division 2 – Public notice

Entity power given to	Section of ENPA	Description	Delegation to the CEO / Date of Resolution	Sub-Delegation to Officers	Date of Sub-Delegation	Limitations and Conditions
Administering Authority	152(3)	Power to: (a) give the applicant an information notice about the decision before the application notice is given; and (b) decide an additional or substituted way to give or publish the application notice.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering Authority	159(2)	In certain circumstances, power to decide whether to allow the application to proceed under this part as if the noncompliance had not happened.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering Authority	159(3)	In certain circumstances, power to be satisfied that there has been substantial compliance with the public notice requirements.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering Authority	159(4)	In certain circumstances, power to within 10 business days after the decision is made, give the applicant written notice of the decision.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			

			20.01.2016).			
Administering Authority	159(5)(b)(i)	In certain circumstances, power to: (a) fix a substituted way to give or publish the application notice; and (b) give the applicant written notice of the substituted way.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering Authority	159(5)(b)(ii)	In certain circumstances, power to: (a) fix a new submission period for the application; and (b) give the applicant written notice of the period.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering Authority	159(5)(b)(iii)	In certain circumstances, power to give the applicant an information notice about the decision.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			

Division 3 – Submissions about applications

Entity power given to	Section of ENPA	Description	Delegation to the CEO / Date of Resolution	Sub-Delegation to Officers	Date of Sub-Delegation	Limitations and Conditions
An Entity	160	Power to, within the submission period, make a submission to the administering authority about the application.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering Authority	161(3)	Power to accept a written submission even if it is not a properly made submission.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
An Entity	162(1)	In certain circumstances, power to, by written notice, amend or replace a submission.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			

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Part 5 - Decision Stage**Division 2 – Deciding an application****Subdivision 1 – Decision period**

Entity power given to	Section of ENPA	Description	Delegation to the CEO / Date of Resolution	Sub-Delegation to Officers	Date of Sub-Delegation	Limitations and Conditions
Administering Authority	168(2)	In certain circumstances, the power to, by written notice given to the applicant and without the applicant's agreement, extend the period mentioned in subsection 168(1) by not more than 20 business days.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering Authority	168(4)	Power to request a further extension of the decision period.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			

Subdivision 2 – Decision

Entity power given to	Section of ENPA	Description	Delegation to the CEO / Date of Resolution	Sub-Delegation to Officers	Date of Sub-Delegation	Limitations and Conditions
Administering Authority	170(2)(a)	In certain circumstances, the power to decide that that the application be approved subject to the standard conditions for the relevant activity or authority.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering Authority	170(2)(b)	In certain circumstances, the power to decide that the applicant be issued an environmental authority on conditions that are different to the standard conditions for the activity or authority.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering Authority	171(2)(a)	In certain circumstances, the power to decide that the application be approved subject to conditions that are different to the standard conditions for the activity or authority.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			

Administering Authority	171(2)(b)	In certain circumstances, the power to decide that the applicant be issued an environmental authority subject to the standard conditions for the activity or authority.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering Authority	172(2)	In certain circumstances, the power to decide that the application: (a) be approved subject to conditions; or (b) be refused.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering Authority	173(1)	Power to refuse an application if the applicant is not a registered suitable operator.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering Authority	173(3)	In certain circumstances, power to refuse an application for an environmental authority.	Minor wording change. This is an existing delegable power (GM/01.2016/36 20.01.2016).			

Division 4 – Steps after deciding application

Entity power given to	Section of ENPA	Description	Delegation to the CEO / Date of Resolution	Sub-Delegation to Officers	Date of Sub-Delegation	Limitations and Conditions
Administering Authority	195	In certain circumstances, power to issue an environmental authority to the applicant.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering Authority	198(2)	In certain circumstances, power to give the application an information notice about the decision.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			

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Administering Authority	198(4)	In certain circumstances, power to give any submitter for the application an information notice about the decision.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
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Division 6 – Conditions

Entity power given to	Section of ENPA	Description	Delegation to the CEO / Date of Resolution	Sub-Delegation to Officers	Date of Sub-Delegation	Limitations and Conditions
Administering Authority	203(1)	Power to impose a condition on an environmental authority or draft environmental authority if: (a) it considers the condition is necessary or desirable; and (b) if the authority is for an application to which section 115 applies - the condition relates to the carrying out of the relevant prescribed ERA.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering Authority	203(2)	In certain circumstances, power to impose a condition on an environmental authority or draft environmental authority.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering Authority	204(2)	In certain circumstances, power to impose on the authority a condition requiring the holder of the authority to take all reasonable steps to ensure the relevant activity complies with the eligibility criteria for the activity.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering Authority	209(4)	Power to enter into an agreement to establish obligations, or secure the performance, of a party to the agreement about a condition.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			

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Part 6 - Amending Environmental Authorities by Administering Authority

Division 1 – Amendments

Entity power given to	Section of ENPA	Description	Delegation to the CEO / Date of Resolution	Sub-Delegation to Officers	Date of Sub-Delegation	Limitations and Conditions
Administering Authority	211	In certain circumstances, power to amend an environmental authority to correct a clerical or formal error.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering Authority	212(2)	Power to amend the environmental authority to ensure compliance with conditions included in a determination made by the NNTT under the Commonwealth Native Title Act, section 38(1)(c).	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering Authority	212(3)	Power to give written notice of the amendment to the environmental authority holder.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering authority	212A(2)	Power to amend the environmental authority to ensure it is consistent with the regional interests development approval.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering authority	212A(3)	Power to given written notice the amendment to the environmental authority holder.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering Authority	213(2)	In certain circumstances, power to amend the existing authority to replace the existing standard conditions with the new standard conditions.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering Authority	213(3)	In certain circumstances, power to give written notice of the amendment to the environmental authority holder.	This is an existing delegable power (GM/01.2016/36			

			20.01.2016).			
Administering Authority	214(2)	In certain circumstances, power to amend the environmental authority.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering Authority	214(3)	In certain circumstances, power to give: (a) an information notice about the amendment to the holder of the environmental authority; and (b) written notice of the amendment to the assessment manager for the development application.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering Authority	215(1)	In certain circumstances, power to amend an environmental authority.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering Authority	215(1)(a)	Power to consider the amendment is necessary or desirable because of a matter mentioned in subsection (2) and the procedure under division 2 is followed.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			

Division 2 – Procedure for particular amendments

Entity power given to	Section of ENPA	Description	Delegation to the CEO / Date of Resolution	Sub-Delegation to Officers	Date of Sub-Delegation	Limitations and Conditions
Administering Authority	216	Power to propose to amend an environmental authority	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering Authority	217	Power to give the environmental authority holder a written notice (the proposed amendment notice).	This is an existing delegable power (GM/01.2016/36 20.01.2016).			

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Administering Authority	218	Power to consider any written representation made within the period stated in the proposed amendment notice by the holder of the environmental authority.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering Authority	219(1)	In certain circumstances, power to believe a ground exists to make the proposed amendment, and to make the amendment.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering Authority	219(3)	Power to give the holder written notice of the decision.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering Authority	220	Power to give the environmental authority holder an information notice about the decision.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			

Division 3 – Steps for amendments

Entity power given to	Section of ENPA	Description	Delegation to the CEO / Date of Resolution	Sub-Delegation to Officers	Date of Sub-Delegation	Limitations and Conditions
Administering Authority	221(2)(b)	In certain circumstances, power to issue the amended environmental authority to the holder.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			

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Part 7 - Amendment of Environmental Authorities by Application

Division 2A – Provision for particular amendment applications

Entity power given to	Section of ENPA	Description	Delegation to the CEO / Date of Resolution	Sub-Delegation to Officers	Date of Sub-Delegation	Limitations and Conditions
Administering Authority	227A(2)	Power to refuse application within 10 business days after receiving the amendment application.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering Authority	227A(3)	Power to require the holder of the environmental authority to make a site-specific application for a new environmental authority.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering Authority	227A(5)	Power to give written notice of any refusal.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			

Division 3 – Assessment level decisions

Entity power given to	Section of ENPA	Description	Delegation to the CEO / Date of Resolution	Sub-Delegation to Officers	Date of Sub-Delegation	Limitations and Conditions
Administering Authority	228(1)	Power to decide whether the proposed amendment is a major or minor amendment.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering Authority	229	Power to give the applicant a written notice.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering	230(2)	In certain circumstances, power to be	This is an existing			

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Authority		<p>satisfied that:</p> <p>(a) there is likely to be a substantial increase in the risk of environmental harm under the amended environmental authority; and</p> <p>(b) the risk is the result of a substantial change in:</p> <p>(i) the quantity or quality of contaminant permitted to be released into the environment; or</p> <p>(ii) the results of the release of a quantity or quality of contaminant permitted to be released into the environment.</p>	delegable power (GM/01.2016/36 20.01.2016).			
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Division 4 – Process if proposed amendment is a major amendment

Entity power given to	Section of ENPA	Description	Delegation to the CEO / Date of Resolution	Sub-Delegation to Officers	Date of Sub-Delegation	Limitations and Conditions
Administering Authority	233(3)	<p>In certain circumstances, power to:</p> <p>(a) decide another way of publishing the notice for subsection (2)(b)(ii); and</p> <p>(b) give the applicant an information notice about the decision before the notice is published.</p>	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering Authority	237(1)(b)	Power to agree in writing to the change.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering Authority	238(3)(a)	In certain circumstances, power to within 10 business days after notice of the change is received, ask the applicant to give further	This is an existing delegable power (GM/01.2016/36			

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		information needed to assess the application	20.01.2016).			
Administering Authority	238(7)	In certain circumstances, power to be satisfied the change would not be likely to attract a submission objecting to the thing the subject of the change, if the notification stage were to apply to the change.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			

Division 5 – Process if proposed amendment is minor amendment

Entity power given to	Section of ENPA	Description	Delegation to the CEO / Date of Resolution	Sub-Delegation to Officers	Date of Sub-Delegation	Limitations and Conditions
Administering Authority	240(1)	Power to decide either to approve or refuse the application: (a) for a condition conversion – within 10 business days after the application is received (for a condition conversion); or (b) otherwise, within 10 business days after notice of the assessment level decision is given to the applicant.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering Authority	240(2)	Power to be satisfied the proposed amendment is necessary or desirable.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering Authority	240(3)	In certain circumstances, power to make any other amendments to the conditions of the environmental authority it considers: (a) relate to the subject matter of the proposed amendment; and (b) are necessary or desirable.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			

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Division 6 – Steps after deciding amendment application

Entity power given to	Section of ENPA	Description	Delegation to the CEO / Date of Resolution	Sub-Delegation to Officers	Date of Sub-Delegation	Limitations and Conditions
Administering Authority	242(1)(b)	In certain circumstances, power to issue the amended environmental authority to the applicant.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering Authority	242(3)	Power to within 5 business days after the decision is made, give the applicant an information notice about the decision.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			

Part 8 - Amalgamating Environmental Authorities

Division 2 – Deciding amalgamation application

Entity power given to	Section of ENPA	Description	Delegation to the CEO / Date of Resolution	Sub-Delegation to Officers	Date of Sub-Delegation	Limitations and Conditions
Administering Authority	247(1)	Power to, within 20 business days after the day the amalgamation application is received, decide to: (a) approve the application; or (b) if the application is for an amalgamated local government authority or amalgamated project authority—refuse the application.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering Authority	247(2)(c)	Power to be satisfied there is an appropriate degree of integration between the activities.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering Authority	247(3)	Power to be satisfied the relevant activities for the existing environmental authorities are being carried out as a single integrated	This is an existing delegable power			

		operation.	(GM/01.2016/36 20.01.2016).			
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Division 3 – Miscellaneous provisions

Entity power given to	Section of ENPA	Description	Delegation to the CEO / Date of Resolution	Sub-Delegation to Officers	Date of Sub-Delegation	Limitations and Conditions
Administering Authority	248(b)	In certain circumstances, power to issue to the applicant: (a) if the application is for an amalgamated corporate authority – an amalgamated corporate authority; or (b) if the application is for an amalgamated local government authority – an amalgamated local government authority; or (c) if the application is for an amalgamated project authority – an amalgamated project authority.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering Authority	249	Power to, within 10 business days after refusing an amalgamation application, give the applicant an information notice about the decision.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			

Division 4 – De-amalgamating environmental authorities

Entity power given to	Section of ENPA	Description	Delegation to the CEO / Date of Resolution	Sub-Delegation to Officers	Date of Sub-Delegation	Limitations and Conditions
Administering Authority	250C(a)	Power to de-amalgamate the relevant authority within 15 business days after receiving a de-amalgamation application that complies with section 250B.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			

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Part 9 - Transferring Environmental Authorities for Prescribed ERAs

Entity power given to	Section of ENPA	Description	Delegation to the CEO / Date of Resolution	Sub-Delegation to Officers	Date of Sub-Delegation	Limitations and Conditions
Administering Authority	254(1)	Power to consider each transfer application and decide to: (a) approve the transfer; or (b) refuse the transfer.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering Authority	255(1)(b)	In certain circumstances, power to issue the amended environmental authority (the transferred environmental authority) to each holder.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering Authority	255(2)	In certain circumstances, power to, within 10 business days after the decision is made, give the existing holder and the proposed holder written notice of the decision.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			

Part 10 - Surrender of Environmental Authorities
Division 1 – Preliminary

Entity power given to	Section of ENPA	Description	Delegation to the CEO / Date of Resolution	Sub-Delegation to Officers	Date of Sub-Delegation	Limitations and Conditions
Administering Authority	258(2)	In certain circumstances, power to by written notice (a surrender notice), require the holder of the environmental authority to make a surrender application.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering Authority	261(2)	In certain circumstances, power to approve a surrender application for part of the environmental authority.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			

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Division 3 – Final rehabilitation reports

Entity power given to	Section of ENPA	Description	Delegation to the CEO / Date of Resolution	Sub-Delegation to Officers	Date of Sub-Delegation	Limitations and Conditions
Administering Authority	264(2)(a)	Power to agree to a methodology.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			

Division 4 – Requests for Information

Entity power given to	Section of ENPA	Description	Delegation to the CEO / Date of Resolution	Sub-Delegation to Officers	Date of Sub-Delegation	Limitations and Conditions
Administering Authority	265	Power to ask the applicant, by written request, to give further information needed to assess the surrender application.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			

Division 5 – Deciding surrender applications

Entity power given to	Section of ENPA	Description	Delegation to the CEO / Date of Resolution	Sub-Delegation to Officers	Date of Sub-Delegation	Limitations and Conditions
Administering Authority	266(1)	Power to decide to: (a) approve the surrender application; or (b) refuse the surrender application.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering Authority	269(a)	Power to be satisfied the conditions of the environmental authority have been complied with.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering Authority	269(b)(i)	Power to be satisfied the land on which each relevant activity for the environmental authority has been carried out has been	This is an existing delegable power (GM/01.2016/36			

		satisfactorily rehabilitated.	20.01.2016).			
Administering Authority	269(b)(ii)	Power to be satisfied the land will be satisfactorily rehabilitated under a transitional environmental program.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering Authority	269(c)	Power to be satisfied of another circumstance prescribed by regulation.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			

Division 8 – Miscellaneous provisions

Entity power given to	Section of ENPA	Description	Delegation to the CEO / Date of Resolution	Sub-Delegation to Officers	Date of Sub-Delegation	Limitations and Conditions
Administering Authority	275(a)(ii)	In certain circumstances, power to give the applicant written notice of the decision.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering Authority	275(b)	In certain circumstances, power to give the applicant an information notice about the decision.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			

Part 11 - Cancellation or Suspension of Environmental Authorities

Division 1 – Preliminary

Entity power given to	Section of ENPA	Description	Delegation to the CEO / Date of Resolution	Sub-Delegation to Officers	Date of Sub-Delegation	Limitations and Conditions
Administering Authority	278(1)	In certain circumstances, power to cancel or suspend an environmental authority .	This is an existing delegable power (GM/01.2016/36 20.01.2016).			

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Division 2 – Procedure for cancellation or suspension by administering authority

Entity power given to	Section of ENPA	Description	Delegation to the CEO / Date of Resolution	Sub-Delegation to Officers	Date of Sub-Delegation	Limitations and Conditions
Administering Authority	280(1)	Power to give the environmental authority holder a written notice.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering Authority	281	Power to consider any written representation made within the stated period by the environmental authority holder.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering Authority	282(1)	In certain circumstances, power to believe a ground exists to take the proposed action.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering Authority	282(1)(a)	In certain circumstances, power to suspend the environmental authority for no longer than the proposed suspension period.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering Authority	282(1)(b)	In certain circumstances, power to either cancel the environmental authority or suspend it for a fixed period.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering Authority	282(3)	Power to decide not to take the proposed action and, if so, give the environmental authority holder written notice of the decision.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering Authority	283(1)	Power to give the environmental authority holder an information notice about the decision.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			

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Administering Authority	283(2)	In certain circumstances, power to give written notice of the decision to the chief executive administering the resource legislation.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
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Part 11A - General Provisions**Division 3 – Deciding suspension applications**

Entity power given to	Section of ENPA	Description	Delegation to the CEO / Date of Resolution	Sub-Delegation to Officers	Date of Sub-Delegation	Limitations and Conditions
Administering Authority	284C	Power to decide whether to approve the application or refuse the application.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering Authority	284F(1)(a)(ii)	In certain circumstances, power to give the holder of the environmental authority written notice of the decision.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering Authority	284F(1)(b)	In certain circumstances, power to give the holder an information notice about the decision.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			

Part 12 - General Provisions**Division 1 – Plan of operations for environmental authority relating to mining lease or petroleum lease**

Entity power given to	Section of ENPA	Description	Delegation to the CEO / Date of Resolution	Sub-Delegation to Officers	Date of Sub-Delegation	Limitations and Conditions
Administering Authority	287	Power to agree with the holder in writing to a shorter period.	This is an existing delegable power (GM/01.2016/36			

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			20.01.2016).			
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Division 2 – Financial assurance**Subdivision 1 – Requiring financial assurance**

Entity power given to	Section of ENPA	Description	Delegation to the CEO / Date of Resolution	Sub-Delegation to Officers	Date of Sub-Delegation	Limitations and Conditions
Administering Authority	292(1)	Power to, by condition of an environmental authority, require the holder of the environmental authority to give the administering authority financial assurance.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering Authority	292(2)	Power to be satisfied the condition is justified.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering Authority	292(3)	Power to require a financial assurance to remain in force until satisfied no claim is likely to be made on the assurance.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			

Subdivision 2 – Amount and form of financial assurance

Entity power given to	Section of ENPA	Description	Delegation to the CEO / Date of Resolution	Sub-Delegation to Officers	Date of Sub-Delegation	Limitations and Conditions
Administering Authority	295(1)	Power to decide the amount and form of financial assurance required under a condition of an environmental authority.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering Authority	295(2)(c)	Power to agree with the holder of the environmental authority to a further period.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			

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|-------------------------|--------|--|--|--|--|--|
| Administering Authority | 295(4) | Power to form an opinion as to the amount that represents the total of likely costs and expenses that may be incurred taking action to rehabilitate or restore and protect the environment because of environmental harm that may be caused by the activity. | This is an existing delegable power (GM/01.2016/36 20.01.2016). | | | |
| Administering Authority | 296 | Power to, within 5 business days after making a decision under section 295(1), give an information notice about the decision to the holder of the environmental authority. | This is an existing delegable power (GM/01.2016/36 20.01.2016). | | | |

Subdivision 3 – Claiming or realising financial assurance

Entity power given to	Section of ENPA	Description	Delegation to the CEO / Date of Resolution	Sub-Delegation to Officers	Date of Sub-Delegation	Limitations and Conditions
Administering Authority	299(2)	Power to must give written notice to the entity who gave the financial assurance.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering Authority	300	Power to consider any written representations made within the stated period by the entity who gave the financial assurance.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering Authority	301(1)	Power to decide whether to make a claim on or realise the financial assurance.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering Authority	301(2)	In certain circumstances, power to give the entity an information notice about the decision.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			

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**Subdivision 4 – Amending or discharging
financial assurance**

Entity power given to	Section of ENPA	Description	Delegation to the CEO / Date of Resolution	Sub-Delegation to Officers	Date of Sub-Delegation	Limitations and Conditions
Administering Authority	304(1)	Power to, by written notice, require the applicant to give it a compliance statement for the financial assurance before deciding the application.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering Authority	305(1)(a)	Power to approve or refuse the application.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering Authority	305(1)(b)	In certain circumstances, power to give the applicant an information notice about the decision.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering Authority	305(3)	Power to be satisfied no claim is likely to be made on the assurance.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering Authority	305(5)	Power to withhold making a decision under subsection (1).	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering Authority	306(1)	In certain circumstances, power to, at any time, require the holder of an environmental authority or small scale mining tenure for which financial assurance has been given to change the amount of the financial assurance.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering Authority	306(3)	Power to give written notice to the holder of the environmental authority or small scale mining tenure.	This is an existing delegable power (GM/01.2016/36			

			20.01.2016).			
Administering Authority	306(6)	In certain circumstances, power to consider any written submissions made by the holder within the stated period.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			

Division 3 – Annual fees and returns

Subdivision 1 – Annual notices

Entity power given to	Section of ENPA	Description	Delegation to the CEO / Date of Resolution	Sub-Delegation to Officers	Date of Sub-Delegation	Limitations and Conditions
Administering Authority	308(2)	In certain circumstances, power to give the environmental authority holder a written notice complying with subsection (3) (an annual notice).	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering Authority	310(1)	In certain circumstances, power to change the anniversary day, for an environmental authority for which an annual fee is prescribed under a regulation, to another day (the new day).	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering Authority	311	Power to decide whether or not to change the anniversary day to the new day.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering Authority	312	Power to give the holder: (a) if the decision is to change the day – written notice of the decision; or (b) if the decision is not to change the day – an information notice about the decision.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			

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Division 4 – Non-compliance with eligibility criteria

Entity power given to	Section of ENPA	Description	Delegation to the CEO / Date of Resolution	Sub-Delegation to Officers	Date of Sub-Delegation	Limitations and Conditions
Administering Authority	314(2)	In certain circumstances, power to require the holder of the environmental authority to: (a) make a site-specific application for a new environmental authority under part 2; or (b) make an amendment application for the authority under part 7.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering Authority	314(3)	Power to give written notice of the proposed requirement to the holder of the environmental authority.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering Authority	314(5)	Power consider any representations made by the holder within the stated period.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			

Division 5 – Miscellaneous provisions

Entity power given to	Section of ENPA	Description	Delegation to the CEO / Date of Resolution	Sub-Delegation to Officers	Date of Sub-Delegation	Limitations and Conditions
Administering Authority	315(1)	Power to ask any entity for advice, comment or information about an application made under this chapter at any time.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			

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CHAPTER 7 – ENVIRONMENTAL MANAGEMENT**Part 1 - Environmental Duties****Division 2 – Duty to Notify of Environmental Harm*****Subdivision 3B – Duty of local government***

Entity power given to	Section of ENPA	Description	Delegation to the CEO / Date of Resolution	Sub-Delegation to Officers	Date of Sub-Delegation	Limitations and Conditions
Local Government	320DB(1)	Power to give the administering authority written notice of the activity.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Local Government	320DB(2)	Power to give the administering authority written notice of (a) the nature of the event or change in the condition and the circumstances in which the event or change happened or is happening; or (b) within 24 hours after becoming aware of the event or change in condition of the land.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			

Part 2 - Environmental Evaluations**Division 2 – Environmental audits*****Subdivision 1 – Audit requirements***

Entity power given to	Section of ENPA	Description	Delegation to the CEO / Date of Resolution	Sub-Delegation to Officers	Date of Sub-Delegation	Limitations and Conditions
Administering Authority	322(1)	In certain circumstances, power to, by written notice, require the holder of an environmental authority to: (a) conduct or commission an audit (an	This is an existing delegable power (GM/01.2016/36 20.01.2016).			

		<p>environmental audit) about a stated matter concerning a relevant activity; and</p> <p>(b) give the administering authority an environmental report on the audit.</p>				
Administering Authority	322(2)	Power to be reasonably satisfied the audit is necessary or desirable.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering Authority	323(1)	<p>Power to be satisfied that:</p> <p>(a) a person is, or has been, contravening a regulation, an environmental protection policy, a transitional environmental program or an enforceable undertaking; or</p> <p>(b) a person is, or has been, contravening any of the following provisions:</p> <p>(i) section 363E;</p> <p>(ii) section 440Q;</p> <p>(iii) section 440ZG;</p> <p>(iv) a provision of chapter 8, part 3D, 3E or 3F.</p>	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering Authority	323(2)	<p>Power to, by written notice (also an audit notice), require the person to:</p> <p>(a) Conduct or commission an audit (also an environmental audit) about the matter; and</p> <p>(b) give the administering authority an environmental report about the audit.</p>	This is an existing delegable power (GM/01.2016/36 20.01.2016).			

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Division 3 – Environmental investigations

Entity power given to	Section of ENPA	Description	Delegation to the CEO / Date of Resolution	Sub-Delegation to Officers	Date of Sub-Delegation	Limitations and Conditions
Administering Authority	326B(1)	Power to be satisfied on reasonable grounds that: (a) an event has happened causing environmental harm while an activity was being carried out; or (b) an activity or proposed activity is causing, or is likely to cause environmental harm.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering Authority	326B(2)	Power to, by written notice (an investigation notice), require the person who has carried out, is carrying out or is proposing to carry out the activity to: (a) conduct or commission an investigation (an environmental investigation) about the event or activity; and (b) submit an environmental report about the investigation to the authority.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering Authority	326BA(1)	Power to be satisfied that circumstances contained in subsection (a) – (c) apply to the land.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering Authority	326BA(2)	Power to give written notice (an investigation notice) requiring a prescribed responsible person for the land to (a) conduct or commission an investigation; and (b) give the administering authority an investigation report.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			

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Division 5 – Steps after receiving environmental reports

Entity power given to	Section of ENPA	Description	Delegation to the CEO / Date of Resolution	Sub-Delegation to Officers	Date of Sub-Delegation	Limitations and Conditions
Administering Authority	326F(2)	Power to, by written notice, ask the recipient to give further information needed to decide whether to approve the environmental report.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering Authority	326G(4)	Power to decide to accept the report or to refuse to accept the report.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering Authority	326G(5)	Power to be satisfied that the report does not adequately address the relevant matters for the environmental investigation to which the report relates.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering Authority	326G(7)	In certain circumstances, power to extend the period mentioned in subsection (6) for making the decision.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering Authority	326G(7)(a)	Power to be satisfied that there are special circumstances for extending the time.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering Authority	326G(8)	Power to give the recipient written notice of the decision within 5 business days after making the decision.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering Authority	326H	Power to do one or more of the following: (a) require the recipient to prepare and submit a transitional environmental program to it; (b) if the recipient is the holder of an	This is an existing delegable power (GM/01.2016/36 20.01.2016).			

		environmental authority – amend the conditions of the authority; (c) serve an environmental protection order on the recipient; or (d) take any other action it considers appropriate.				
Administering Authority	326l(2)	Power to require the recipient to conduct or commission another environmental investigation and submit a report on the investigation to it.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering Authority	326l(3)	Power to give written notice to the recipient.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			

Part 3 - Transitional Environmental Programs

Division 2 - Submission and approval of transitional environmental programs

Entity power given to	Section of ENPA	Description	Delegation to the CEO / Date of Resolution	Sub-Delegation to Officers	Date of Sub-Delegation	Limitations and Conditions
Administering Authority	332(1)	Power to require a person or public authority to prepare and submit for approval a draft transitional environmental program as a condition of an environmental authority.	Removal of point B This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering Authority	332(2)	In the specified circumstances, the power to require a person or public authority to prepare and submit for approval a draft transitional environmental program.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering Authority	334A(1)	Power to, by written notice, ask the person or public authority that submitted the draft transitional environmental program to give	This is an existing delegable power			

		further information needed to decide whether to approve the draft program.	(GM/01.2016/36 20.01.2016).			
Administering Authority	336(1)	Power to invite a person or public authority that has submitted a draft transitional environmental program and another person who has made a submission under section 335 of the Environmental Protection Act 1994 about the transitional environmental program, to a conference to help in deciding whether or not to approve the program.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering Authority	336(2)	Power to give written notice to all persons invited to attend a conference of when and where the conference is to be held.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering Authority	336(3)	If its considered impracticable to give notice to all persons invited to attend a conference, the power to give notice of the conference by publishing a notice in the newspapers you decide.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering Authority	336(4)	In the specified circumstances, the power to appoint an independent person to mediate a conference.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering Authority	336A(1)	Power to ask any person for advice, comment or information about a submission for approval of a transitional environmental program at any time.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering Authority	337(1)	In the specified circumstances, the power to decide whether to approve a draft transitional environmental program within the specified time period.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering Authority	337(2)	In certain circumstances, power to extend the period mentioned in subsection (1) for making the decision.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			

Administering Authority	337(2)	Power to give an information notice about the decision to extend to the person or public authority that submitted the program and any submitters.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering Authority	338(1)	In deciding whether to approve or refuse to approve a draft program or the conditions (if any) of the approval, the power to: (a) comply with any relevant regulatory requirement; and (b) subject to paragraph (a), consider the specified criteria.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering Authority	339(1)	Power to: (a) approve a draft transitional environment program: (i) as submitted; or (ii) as amended at the request, or with the agreement, of the administering authority; or (b) refuse to approve a draft transitional environmental program.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering Authority	339(2)	Power to impose on an approval of a draft transitional environmental program: (a) any conditions the authority must impose under a regulatory requirement; (b) a condition requiring the holder of the approval to give an amount of financial assurance as security for compliance with the transitional environmental program and any conditions of the program; and (c) any other conditions the administering authority considers appropriate.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering	340(1)	Power to , within 8 business days after making a decision under section 339, give	This is an existing			

Authority		the person or public authority that submitted the program a written notice about the decision.	delegable power (GM/01.2016/36 20.01.2016).			
Administering Authority	340(2)(b)	If the program is approved, power to state any conditions imposed on the approval by the administering authority.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering Authority	340(2)(c)	If the program is approved, power to state the day the approval ends.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering Authority	340(3)	If the program is refused, or approved with conditions, power to give an information notice.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering Authority	342(2)	In the specified circumstances, the power to consider and decide whether to approve a draft transitional environmental program if satisfied there has been substantial compliance with the Environmental Protection Act 1994.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering Authority	343A(2)(B)	In certain circumstances, power to give the holder of the environmental authority a copy of the environmental authority including the note.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			

Division 3A – Financial assurances

Entity power given to	Section of ENPA	Description	Delegation to the CEO / Date of Resolution	Sub-Delegation to Officers	Date of Sub-Delegation	Limitations and Conditions
Administering Authority	344(3)	In the specified circumstances, the power to approve an amendment of an approval for a transitional environmental program for an environmentally relevant activity.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			

Administering Authority	344(4)	Without limiting the matters to be considered in deciding an application, the power to have regard to the specified criteria.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering Authority	344A(2)	Power to may recover the reasonable costs or expenses of taking the action by making a claim on or realising the financial assurance or part of it.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering Authority	344A(3)	Power to give written notice to the person who gave the financial assurance.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering Authority	344B	Power to consider any written representations made within the stated period by the person who gave the financial assurance.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering Authority	344C(1)	Power to, within 10 business days after the end of the stated period, decide whether to make a claim on or realise the financial assurance.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering Authority	344C(2)	Power to, within 5 business days after making the decision, give the person an information notice about the decision.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			

Division 3B – Cancellation of approval for transitional environmental programs

Entity power given to	Section of ENPA	Description	Delegation to the CEO / Date of Resolution	Sub-Delegation to Officers	Date of Sub-Delegation	Limitations and Conditions
Administering Authority	344E(1)	Power to cancel the approval for a transitional environmental program for the reasons provided in that subsection.	This is an existing delegable power (GM/01.2016/36			

			20.01.2016).			
Administering Authority	344E(1)(b)	Power to be satisfied the approval holder has: (i) disposed of the place or business to which the program relates; or (ii) ceased the activity to which the program relates.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering Authority	344E(2)(a)	Power to give a notice stating the details of the cancellation to the approval holder.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering Authority	344F(2)(a)	Power to withdraw the notice by another written notice.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering Authority	344G(2)	Power to give the holder of the environmental authority a copy of the authority that does not include the note.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			

Part 4 - Special Provisions about Voluntary Submission of Transitional Environmental Programs

Entity power given to	Section of ENPA	Description	Delegation to the CEO / Date of Resolution	Sub-Delegation to Officers	Date of Sub-Delegation	Limitations and Conditions
Administering Authority	352(1)	In the specified circumstances, the power to give written notice to a person of: (a) receiving a program notice; and (b) the day by which a draft transitional environmental program dealing with the activity must be submitted for approval.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering Authority	355(1)	In certain circumstances, power to apply to the Court for an order that section 353(1)	This is an existing delegable power			

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		does not apply to the person for any continuation of the original offence.	(GM/01.2016/36 20.01.2016).			
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Part 4A - Temporary emissions licences

Entity power given to	Section of ENPA	Description	Delegation to the CEO / Date of Resolution	Sub-Delegation to Officers	Date of Sub-Delegation	Limitations and Conditions
Administering Authority	357E(1)	Power to: (a) grant the application for a temporary emissions licence: (i) as submitted; (ii) on different terms than have been requested in the application; or (b) refuse to grant the application for a temporary emissions licence.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering Authority	357E(2)	Power to impose conditions on the temporary emissions licence it considers are necessary or desirable.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering Authority	357F	Power to give the applicant an information notice about the decision if the decision is to: (a) grant the application on different terms than have been requested in the application: or (b) refuse the application.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering Authority	357J	In certain circumstances, power to amend, cancel or suspend a temporary emissions licence.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			

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Part 5 - Environmental Protection Orders

Entity power given to	Section of ENPA	Description	Delegation to the CEO / Date of Resolution	Sub-Delegation to Officers	Date of Sub-Delegation	Limitations and Conditions
Administering Authority	358	In the specified circumstances, the power to issue an order (an <i>environmental protection order</i>) to a person.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering Authority	359	Before deciding to issue an environmental protection order, the power to consider the standard criteria.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			

CHAPTER 9 – INVESTIGATION AND ENFORCEMENT**Part 1 - Administration Generally**

Entity power given to	Section of ENPA	Description	Delegation to the CEO / Date of Resolution	Sub-Delegation to Officers	Date of Sub-Delegation	Limitations and Conditions
As delegate of the Chief Executive of the Environmental Protection Agency: 516(1)(b) and	445(1)(c) ³	In the specified circumstances, the power to appoint an authorised person.	This is an existing delegable power (GM/01.2016/36 20.01.2016).	Sub-delegation is not recommended		

³ The power is subject to the following limitations as per the instrument of delegation of the Chief Executive of the Environmental Protection Agency dated 7 February 2008 (copy attached).

- The only powers under the *Environmental Protection Act 1994* the authorised person who is appointed by the Local Govt is to exercise are:
 - Sections 440J, 452, 453, 455, 456, 457, 459, 460, 461, 462, 463A, 463, 464, 465 and 466 of the *Environmental Protection Act 1994*; and
 - Only to be used in relation to those matters referred to in s.440D of the *Environmental Protection Act 1994*; and
- That the certificates issued pursuant to s.490 of the *Environmental Protection Act 1994* are only used in respect of Court proceedings in relation to those matters referred to in s.440D of the *Environmental Protection Act 1994*.

517						
Chief Executive Officer	445(2)	Power to appoint an employee of a local government to be an authorised person	Delegation not required	Sub-delegation is not recommended		
As delegate of the Chief Executive of the Environmental Protection Agency: 516(1)(b) & 517.	448 ⁴	In the specified circumstances, the power to issue an identity card to each authorised person appointed.	This is an existing delegable power (GM/01.2016/36 20.01.2016).	Sub-delegation is not recommended		
Administering Authority	451(1)	In the specified circumstances, the power to give a notice under section 451 of the Environmental Protection Act 1994 to a person requiring the person to give information relevant to the administration and enforcement of the Environmental Protection Act 1994.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			

Part 2 - Powers of Authorised Persons for Places and Vehicles

Entity power given to	Section of ENPA	Description	Delegation to the CEO / Date of Resolution	Sub-Delegation to Officers	Date of Sub-Delegation	Limitations and Conditions
Administering Authority	454(1)	Power to believe on reasonable grounds land is contaminated land	This is an existing delegable power (GM/01.2016/36			

⁴ The power is subject to the following limitations as per the instrument of delegation of the Chief Executive of the Environmental Protection Agency dated 7 February 2008 (copy attached).

- The only powers under the *Environmental Protection Act 1994* the authorised person who is appointed by the Local Govt is to exercise are:
 - Sections 440J, 452, 453, 455, 456, 457, 459, 460, 461, 462, 463A, 463, 464, 465 and 466 of the *Environmental Protection Act 1994*; and
 - Only to be used in relation to those matters referred to in s.440D of the *Environmental Protection Act 1994*; and
- That the certificates issued pursuant to s.490 of the *Environmental Protection Act 1994* are only used in respect of Court proceedings in relation to those matters referred to in s.440D of the *Environmental Protection Act 1994*.

			20.01.2016).			
Administering Authority	454(3)(b)	Power to give written notice to the owner and occupier.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering Authority	458(2)	In the specified circumstances, the power to give written notice of an application made under section 458(1) of the Environmental Protection Act 1994 to: <ul style="list-style-type: none"> (a) the owner of the land; and (b) if the owner is not the occupier of the land - the occupier; and (c) if the application is for an order to carry out work mentioned in section 458(1)(a) of the Environmental Protection Act 1994: <ul style="list-style-type: none"> (i) the environmental authority holder; or (ii) transitional environmental program approval holder; or (iii) the registered operator. (d) if the application is for an order to take actions required under a clean-up notice – the recipient of the notice. 	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering Executive	463(2)	In the specified circumstances, the power to direct the destruction or disposal of a forfeited thing.	Delegation not required			
As delegate of the Chief Executive of the Environmental Protection Agency: 516(1)(b) and 517.	490	In the specified circumstances, the power to issue a certificate.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			

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CHAPTER 10 – LEGAL PROCEEDINGS**Part 3 - Legal Proceedings**

Entity power given to	Section of ENPA	Description	Delegation to the CEO / Date of Resolution	Sub-Delegation to Officers	Date of Sub-Delegation	Limitations and Conditions
Administering Authority	502A(2)	Power to carry out work or take any other action reasonably necessary to fulfil the requirements of an order made against a person under section 502.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			

Part 5 - Enforceable undertakings

Entity power given to	Section of ENPA	Description	Delegation to the CEO / Date of Resolution	Sub-Delegation to Officers	Date of Sub-Delegation	Limitations and Conditions
Administering Authority	507(1)	Power to accept an enforceable undertaking.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering Authority	507(3)	Power to give written notice of: (a) administering authority's decision to accept or reject the enforceable undertaking; and (b) the reasons for the decision.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering Authority	507(4)	Power to form a reasonable belief that the undertaking will: (a) secure compliance with the Act; and (b) enhance the protection of the environment.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering Authority	509(1)	Power to give written agreement to: (a) withdraw the undertaking; or	This is an existing delegable power (GM/01.2016/36			

		(b) vary the undertaking.	20.01.2016).			
Administering Authority	510	Power to amend an enforceable undertaking with the written agreement of the person who made the undertaking.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering Authority	511	Power to: (a) amend an enforceable undertaking to correct a clerical or formal error; and (b) give written notice of the amendment to the enforceable undertaking.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering Authority	512(1)	Power to amend or suspend an enforceable undertaking if the administering authority is satisfied of the requirements in paragraphs (a) – (d).	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering Authority	512(2)	Power to give a notice stating proposed action in respect of the enforceable undertaking.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering Authority	512(4)	Power to consider written representations.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering Authority	512(5)	Power to decide to take action under the section.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering Authority	512(6)	Power to give an information notice about the decision within 10 business days after making the decision.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering Authority	512(7)	Power to give written notice of a decision not to take action.	This is an existing delegable power (GM/01.2016/36			

			20.01.2016).			
Administering Authority	513(2)	Power to apply to the Magistrates Court for an order about contravention of enforceable undertaking.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			

CHAPTER 11 – ADMINISTRATION

Part 2 - Delegations

Entity power given to	Section of ENPA	Description	Delegation to the CEO / Date of Resolution	Sub-Delegation to Officers	Date of Sub-Delegation	Limitations and Conditions
CEO (both as CEO and as administering executive)	517(2)	Power to delegate their powers under this Act to an appropriately qualified employee of the local government.	CEO Power – No delegation required	Do not recommend sub-delegation		

Part 3 - Review of Decisions and Appeals

Division 2 – Internal Review of Decisions

Entity power given to	Section of ENPA	Description	Delegation to the CEO / Date of Resolution	Sub-Delegation to Officers	Date of Sub-Delegation	Limitations and Conditions
Administering Authority	521(2)(a)(ii)	In the specified circumstances, the power to allow a longer period within which an application for a review of an original decision must be made.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering Authority	521(5)	In the specified circumstances, the power to, within the decision period for a review of an original decision: (a) review the original decision; and (b) consider any submissions properly made by a recipient of a review notice; and	This is an existing delegable power (GM/01.2016/36 20.01.2016).			

		(c) make a decision (the review decision) to: (i) confirm or revoke the original decision; or (ii) vary the original decision in a way considered appropriate.				
Administering Authority	521(8)	Within 10 business days after making a review decision, the power to give written notice of the review decision to the applicant and persons who were given notice of the original decision.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			

Division 3 – Appeals

Subdivision 2 – Appeals to Court

Entity power given to	Section of ENPA	Description	Delegation to the CEO / Date of Resolution	Sub-Delegation to Officers	Date of Sub-Delegation	Limitations and Conditions
Dissatisfied person	531(1)	In certain circumstances, power to may appeal against the decision to the Court.	Recommend that this power be delegated on a case by case basis.		Recommend that this power be delegated on a case by case basis	

Part 4 - General

Entity power given to	Section of ENPA	Description	Delegation to the CEO / Date of Resolution	Sub-Delegation to Officers	Date of Sub-Delegation	Limitations and Conditions
Administering Executive	544(1)	Power to approve forms.	Delegation not required			

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CHAPTER 12 – MISCELLANEOUS**Part 3A - Auditors****Division 1 – Preliminary**

Entity power given to	Section of ENPA	Description	Delegation to the CEO / Date of Resolution	Sub-Delegation to Officers	Date of Sub-Delegation	Limitations and Conditions
Auditor	568	<p>Power to, subject to the terms of an approval under division 2:</p> <p>(a) conduct environmental audits and prepare environmental reports about audits under chapter 7, part 2, division 2; and</p> <p>(b) evaluate site investigation reports, validation reports, draft site management plans and draft amendments of site management plans prepared under chapter 7, part 8 against criteria prescribed under a regulation (the prescribed criteria) and:</p> <p>(i) if the report or plan does not comply with the prescribed criteria—prepare a report about the evaluation; or</p> <p>(ii) if the report or plan complies with the prescribed criteria—provide written certification that it complies with the criteria; and</p> <p>(c) audit or evaluate another matter or thing prescribed under a regulation and prepare a report or written certification about the audit or evaluation.</p>	This is an existing delegable power (GM/01.2016/36 20.01.2016).			

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CHAPTER 13 – SAVINGS, TRANSITIONAL AND RELATED PROVISIONS

Part 5 - Transitional provisions for Environmental Protection Legislation Amendment Act 2003

Entity power given to	Section of ENPA	Description	Delegation to the CEO / Date of Resolution	Sub-Delegation to Officers	Date of Sub-Delegation	Limitations and Conditions
Administering Authority	620(2)	In the specified circumstances, the power to change or cancel a condition of a environmental authority.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering Authority	620(5)(b)	In the specified circumstances, if a condition has changed or cancelled, the power to, within the specified time period, give the registered operator: (i) a copy of the development conditions as applying after the change or cancellation; and (ii) a registration certificate.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering Authority	621(1)	Power to, for an activity being carried out under an environmental authority mentioned in section 619(1) of the Environmental Protection Act 1994, give to the person carrying out the activity: (a) if the activity was carried out at 1 location - a development approval for the location; or (b) if the activity was carried at more than 1 location and is not a mobile and temporary environmentally relevant activity - a development approval for each location; or (c) if the activity is a mobile and temporary environmentally relevant	This is an existing delegable power (GM/01.2016/36 20.01.2016).			

		activity - a development approval for a mobile and temporary environmentally relevant activity.				
Administering Authority	621(2)	If the person carrying out the activity does not have a registration certificate for the activity, the power to also give the person a registration certificate for the activity.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering Authority	621(4)	If you act under section 621(1) or (2) of the Environmental Protection Act 1994, the power to give the person carrying out the activity an information notice about your decision to give the approval or approval and certificate.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering Authority	623(2)	In the specified circumstances, the power to give a registered operator a notice stating that you are satisfied that the risk of environmental harm from carrying out the activity is no longer insignificant.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering Authority	626(3)(a)	In the specified circumstances, the power to, by written notice, ask an applicant to give a stated document or information relevant to an application.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			

Part 6 - Transitional Provisions for Petroleum and Other Legislation Amendment Act 2004

Entity power given to	Section of ENPA	Description	Delegation to the CEO / Date of Resolution	Sub-Delegation to Officers	Date of Sub-Delegation	Limitations and Conditions
Administering Authority	634(1)	In the specified circumstances, the power to amend a condition about financial assurance imposed under Part 7, Chapter 13 of the Environmental Protection Act 1994 to require the giving of replacement financial assurance, in a form and amount decided by you.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			

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Part 17 - Transitional provisions for the Environmental Protection and Other Legislation Amendment Act 2011

Entity power given to	Section of ENPA	Description	Delegation to the CEO / Date of Resolution	Sub-Delegation to Officers	Date of Sub-Delegation	Limitations and Conditions
Administering Authority	671(2)	Power to consider, or continue to consider, the draft transitional environment program and decide whether to approve an existing draft transitional environment program under the unamended Act.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			

Part 18 - Transitional provisions for Environmental Protection (Greentape Reduction) and Other Legislation Amendment Act 2012

Division 5 –Transitional authorities for environmentally relevant activities

Entity power given to	Section of ENPA	Description	Delegation to the CEO / Date of Resolution	Sub-Delegation to Officers	Date of Sub-Delegation	Limitations and Conditions
Administering Authority	697(1)	Power to decide whether to approve the application or refuse the application.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering Authority	698(1)	In certain circumstances, power to: (a) amend the environmental authority to give effect to the conversion; and (b) issue the amended environmental authority to the applicant.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering Authority	698(2)	In certain circumstances, power to give the applicant an information notice about the decision.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			

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Division 5A – Suspended Activities

Entity power given to	Section of ENPA	Description	Delegation to the CEO / Date of Resolution	Sub-Delegation to Officers	Date of Sub-Delegation	Limitations and Conditions
Administering Authority	698B	Power to approve an application to convert the surrendered registration certificate to an environmental authority that has been suspended under chapter 5, part 11A (a conversion application).	This is an existing delegable power (GM/01.2016/36 20.01.2016).			

Division 6 – Financial assurance

Entity power given to	Section of ENPA	Description	Delegation to the CEO / Date of Resolution	Sub-Delegation to Officers	Date of Sub-Delegation	Limitations and Conditions
Administering Authority	699(4)	Power to amend the environmental authority to impose a condition about financial assurance.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			
Administering Authority	699(5)	Power to give written notice of the amendment.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			

Division 8 – Provisions about environmental management plans

Entity power given to	Section of ENPA	Description	Delegation to the CEO / Date of Resolution	Sub-Delegation to Officers	Date of Sub-Delegation	Limitations and Conditions
Administering Authority	701(2)	Power to amend the new authority to impose conditions consistent with the environmental management plan.	This is an existing delegable power (GM/01.2016/36 20.01.2016).			

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[2017 07 03 - ENPA - Delegation Table]

OFFICER REPORT

Meeting: General 13 February 2019

Date: 23 January 2019

Item Number: 11.2

File Number: D19/4976

SUBJECT HEADING: Q2 2018/19 Budget Changes

Classification: Open Access

Officer's Title: Specialist - Strategic Finance

Executive Summary:

In accordance with S170 (3) of the *Local Government Regulation 2012*, the local government may, by resolution, amend the budget for a financial year at any time before the end of the financial year.

The overall change to this budget review is \$2,750,815

Funding sources are as follows:

- \$ 2,096,587 is funded by capital grants and contributions
- \$ 640,150 from specific reserves, e.g. water
- \$ 14,078 from general funded reserves

Officer's Recommendation:

That the Council adopt the Second Quarter Budget Review 2018/19 as shown in the following attachments:

1. Q2 Capital Budget Amendments
2. Q2 Operating Budget Amendments
3. Revised Budget Financial Statements 2018/19 & following two years
4. Revised Budget Financial Statements 2018/19 & following nine years
5. Revenue Policy 2018/19
6. Revenue Statement 2018/19
7. Total Value of Change in Rates and Charges
8. Revised Financial Sustainability Ratios 2018/19

Individuals or Organisations to which the report applies:

Are there any individuals or organisations who stand to gain a benefit, or suffer a loss, (either directly or indirectly) depending on the outcome of consideration of this matter?

(Note: This is to assist Councillors in identifying if they have a Material Personal Interest or Conflict of Interest in the agenda item - i.e. whether they should participate in the discussion and decision making).

None

Acronyms:

Are there any industry abbreviations that will be used in the report?

Note: This is important as particular professions or industries often use shortened terminology where they refer to the matter on a regular basis. However, for individuals not within the profession or industry it can significantly impact the readability of the report if these aren't explained at the start of the report).

Acronym	Description
<Insert Acronym>	<Provide details>

Context:

Why is the matter coming before Council?

In accordance with S170 (3) of the *Local Government Regulation 2012*, the local government may, by resolution, amend the budget for a financial year at any time before the end of the financial year.

Background:

Has anything already happened in relation to this matter?

(Succinct overview of the relevant facts, without interpretation)

Original Budget adopted 26 July 2018

Q1 Budget Changes adopted 24 October 2018

Legislation, Local Laws, State Policies & Other Regulatory Requirements:

What does the legislation and other statutory instruments include about the matter under consideration? (Include an extract of the relevant section's wording of the legislation – please do not just quote the section number as that is of no assistance to Councillors)

In accordance with S170 (3) of the *Local Government Regulation 2012*, the local government may, by resolution, amend the budget for a financial year at any time before the end of the financial year.

Council Policies or Asset Management Plans:

Does Council have a policy, plan or approach ordinarily followed for this type of decision?

What are relevant sections of the policy or plan?

(Quote/insert the relevant section's wording / description within the report)

Not applicable for Q2 Budget Review

Input into the Report & Recommendation:

Have others' views or input been sourced in developing the report and recommendation to Council? (i.e. other than the report author?) What did each say? (Please include consultation with the funding body, any dates of critical importance or updates or approvals required)

Second Quarter Budget review was completed by managers/coordinators. Please refer to Q2 Capital Budget Amendments and Q2 Operating Budget Amendments for details.

Funding Bodies:

Is the project externally funded (or proposed to be)? If so, are there any implications in relation to the funding agreement or grant application. (Please do not just include names)

Some projects are externally funded. Refer Q2 Capital Budget Amendments

This Financial Year's Budget:

Will the matter under consideration impact how much Council collects in income or how much it will spend? How much (\$)? Is this already included in the budget? (Include the account number and description).

Maranoa Regional Council

General Meeting - 13 February 2019

If the matter under consideration has not been included in the budget, where can the funds be transferred from? (Include the account number and description) What will not be done as a result?

Refer Q2 Capital Budget Amendments and Q2 Operating Budget Amendments for Work Order numbers and General ledger numbers.

The below table shows at a high level the changes to the current budget 2018/19.

Directorate	Original Budget \$	Q1 Budget \$	Q2 Proposed Budget \$	Increase/(Decrease) \$	Grant and Contribution \$	Specific Reserves (Airport, WSG, Saleyards, Plant) \$	General Revenue \$
Operational budget							
Office of the CEO	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Corporate, Community & Commercial Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Development, Facilities & Environmental Services	\$ 1,736,200	\$ 1,741,200	\$ 1,786,500	\$ 45,300	\$ -	\$ -	\$ 45,300
Infrastructure Services	\$ 2,798,795	\$ 2,916,185	\$ 2,916,185	\$ -	\$ -	\$ -	\$ -
Sub total	\$ 4,534,995	\$ 4,657,385	\$ 4,702,685	\$ 45,300	\$ -	\$ -	\$ 45,300
Capital Works							
Office of the CEO							
Corporate, Community & Commercial Services	\$ 8,183,287	\$ 8,616,708	\$ 8,932,664	\$ 315,956	\$ -	\$ 327,178	(\$ 11,222)
Development, Facilities & Environmental Services	\$ 7,602,702	\$ 8,666,738	\$ 8,824,988	\$ 158,250	\$ -	\$ 178,250	(\$ 20,000)
Infrastructure Services	\$ 4,748,173	\$ 4,811,109	\$ 7,042,418	\$ 2,231,309	\$ 2,096,587	\$ 134,722	\$ -
Sub total	\$ 20,534,162	\$ 22,094,555	\$ 24,800,070	\$ 2,705,515	\$ 2,096,587	\$ 640,150	(\$ 31,222)
Totals	\$ 25,069,157	\$ 26,751,940	\$ 29,502,755	\$ 2,750,815	\$ 2,096,587	\$ 640,150	\$ 14,078

Future Years' Budgets:

Will there need to be a change in future years' budgets to cater for a change in income or increased expenditure as a result of Council's decision? How much (\$)? (e.g. estimate of additional maintenance or operating costs for a new or upgraded project)

\$45,000 final contribution to the transition of Injune Retirement Village WO 20046

Impact on Other Individuals or Interested Parties:

Is there anyone who is likely to be particularly interested in or impacted by the decision, or affected by the recommendation if adopted? What would be their key interests or concerns? (Interested Parties Analysis - IS9001:2015)

None

Risks:

What could go wrong if Council makes a decision on this matter? (What is the likelihood of it happening and the consequence if it does) (List each identified risk in a table)

Risk	Description of likelihood & consequences
The local government may, by resolution, amend the budget for a	The consequence of not amending the budget when the expenditure is either not in the budget or overspent would result in non-compliance with a legislative requirement under the Local Government Act and

financial year at any time before the end of the financial year.	Regulation. <i>Section 173 of the Local Government Regulation 2012 If the local government's budget for a financial year is amended after the money is spent, the amendment must take the spending into account.</i>
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Advice to Council:

What do you think Council should do, based on your skills, qualifications and experience, your knowledge of this and related matters, and the facts contained in the report?

(A summary of what the employee thinks Council needs to hear, not what they think individual Councillors want to hear – i.e. employees must provide sound and impartial advice – the employee's professional opinion)

The overall change to this budget review is \$2,750,815

Funding sources are as follows:

- \$ 2,096,587 is funded by capital grants and contributions
- \$ 640,150 from specific reserves, e.g. water
- \$ 14,078 from general funded reserves

There is no impact of this budget review to current position as the budget amendments proposed are either externally funded, funding come from existing reserves and a mere budget reallocation within budget line items. In addition, major capital works budget changes included in this review have been previously approved by Council.

Recommendation:

What is the 'draft decision' based on the advice to Council?

Does the recommendation suggest a decision contrary to an existing Council policy? If so, for what reason?

(Note: recommendations if adopted by Council become a legal decision of government and therefore must be clear and succinct about the action required by employees (unambiguous)).

Does this recommendation suggest a decision contrary to an existing Council policy? If so, for what reason?

It is recommended that the Council adopt the Second Quarter Budget Review 2018/19 as shown in the following attachments:

1. Q2 Capital Budget Amendments
2. Q2 Operating Budget Amendments
3. Revised Budget Financial Statements 2018/19 & following two years
4. Revised Budget Financial Statements 2018/19 & following nine years
5. Revenue Policy 2018/19
6. Revenue Statement 2018/19
7. Total Value of Change in Rates and Charges
8. Revised Financial Sustainability Ratios 2018/19

Link to Corporate Plan:

Corporate Plan 2018-2023

Strategic Priority 2: Delivering strong financial management

2.3 Keep our accounts in order

2.3.1 Provide timely, accurate and complete financial information for: - Council to make decisions; - Reports to the community and other stakeholders about Council's budgets and financial activities; - Financial returns and claims.

Supporting Documentation:

[1](#)  Q2 Budget Attachment

D19/5187

Report authorised by:

Director - Corporate, Community & Commercial Services

MARANO REGIONAL COUNCIL

Q2 BUDGET REVIEW 2018/19 CAPITAL WORKS

Work Order	Capital Works Description	Original Budget 2018/2019	Q1 Review	Q2 Review	Increase/Decrease	Reason for increase/decrease (or Council resolution number date and recommendation)	Grants	Subsidies	Unspent Loan	Santos/Origin	Other	Reserves	Funded Depreciation	General Revenue
Show net change value (i.e. increase/decrease amount)														
19736	Upgrade of footpaths - 50% contribution	30,000	22,044	16,272	- 5,772	GM/11.2018/126 28/11/2018 Co-contribution agreement Applicant - \$13,728 Council (from WO19736) - 13,728 (increase \$5772 each contributor)								- 5,772
20008	Footpath Upgrade Cnr Charles and McDowall	-	15,912	27,456	11,544	GM/11.2018/126 28/11/2018 Co-contribution agreement Applicant - \$13,728 Council (from WO19736) - 13,728 (increase \$5772 each contributor)					5,772			5,772
18411	Gas Nwk New Warrego Highway Renewal	-	25,000	-	- 25,000	GM/11.2018/109 28/11/2018 Transfer \$25,000 to WO18895						- 25,000		-
18895	Roma New Gas Main Extension	-	8,222	117,649	109,427	1. GM/11.2018/109 28/11/2018 Transfer \$25,000 from WO18411 Additional costs \$83,859 2. It is recommended to increase budget by \$568 for finalisation costs of project.						109,427		-
18651	New Miscamble Street Roma Reservoir and Boost Pump	-	14,869	48,573	33,704	It is recommended to increase budget as additional works were undertaken to include water mains as part of this project						33,704		-
18894	Injune Water Supply Replace Bore 1	-	6,889	23,480	16,591	It is recommended to increase budget as the project required: - that the electrical supply to be separated from the camp supply which has increased costs - replacement of the pump which was not included in original scope						16,591		-
18893	Potable WS Cap New Roma SCADA Telemetry	450,000	450,000	-	- 450,000	It is recommended to transfer budget to WO19752 to deliver all works under one work order						- 450,000		-
19752	SCADA for Water Supplies - Regional Sites	100,000	100,000	1,050,000	950,000	Project as part of the SCADA projects funding Smart Cities and Suburbs Round Two GM/06.2018/39 13/06/2018 Funding of \$500k successful under the Smart Cities and Suburbs Round 2 It is recommended to transfer budget to WO18893 to deliver all works under one work order Project as part of the SCADA projects funding Smart Cities and Suburbs Round Two	500,000					450,000		-
18889	Sewerage Reticulation Cap New Roma Central and Remote monitoring facilities	150,000	150,000	-	- 150,000	It is recommended to transfer budget to WO19756 to deliver all works under one work order Project as part of the SCADA projects funding Smart Cities and Suburbs Round Two						- 150,000		-
19756	SCADA for Sewerage Facilities Supplies - Roma and Regional Sites	400,000	400,000	550,000	150,000	It is recommended to transfer budget from WO18889 to deliver all works under one work order Project as part of the SCADA projects funding Smart Cities and Suburbs Round Two						150,000		-
19721	Warrong Road (b) Gravel Resheet Ch 26.12 to 28.02 & Ch 29.90 to 34.42 Ch 31 - 38.80m	161,627	161,627	161,627	-	It is recommended to amend chainages following review of location								-
19733	Urban Street Bitumen Rehabilitation Program	335,300	335,300	159,500	- 175,800	GM/11.2018/42 On hold pending outcome of Stage 2 and Stage 3 investigation under MIPP2 GM/12.2018/34 12/12/2018 Fund from 2018/19 Urban Street Bitumen Rehabilitation Program						- 175,800		-
20065	Asphalt Overlay Parking Lanes - Quintin Street Roma			175,800	175,800	GM/12.2018/34 12/12/2018 Fund from 2018/19 Urban Street Bitumen Rehabilitation Program						175,800		-
19729	Angry Jungle Gravel Resheet - Ch 0.00 to Ch 3.10	170,500	170,500	-	- 170,500	It is recommended to move budget to new work order 19883 and amend as per final negotiations with Santos GLNG under SLA4				- 170,500				-
19730	Torroweap Road Gravel Resheet - Ch 0.00 to Ch 1.76 plus Dust Seal	352,000	352,000	217,751	- 134,249	It is recommended to amend budget as per final negotiations with Santos GLNG under SLA4. Negotiations were still in progress at time of budget development with funding now finalised (budget = direct + indirect costs only)				- 134,249				-
19731	Howards Road Gravel Resheet - Ch 2.10 to Ch 3.10	55,000	55,000	-	- 55,000	It is recommended to move budget to new work order 19886 and amend as per final negotiations with Santos GLNG under SLA4				- 55,000				-

MARANO REGIONAL COUNCIL

Q2 BUDGET REVIEW 2018/19 CAPITAL WORKS

Work Order	Capital Works Description	Original Budget 2018/2019	Q1 Review	Q2 Review	Increase/Decrease	Reason for increase/decrease (or Council resolution number date and recommendation)	Grants	Subsidies	Unspent Loan	Santos/Origin	Other	Reserves	Funded Depreciation	General Revenue
Show net change value (i.e. increase/decrease amount)														
19880	Roma East - Cleland Road - Gravel Resheet - Ch 0.0 to 3.1km			188,541	188,541	It is recommended to add project as per final negotiations with Santos GLNG under SLA4. Negotiations were still in progress for Roma East developments at time of budget development and following inspections additional roads were identified as requiring upgrade. (budget = direct + indirect costs only)				188,541				-
19881	Roma East - Mount Everdale Road - Gravel Resheet - Ch 0.0 to 1.5km			55,766	55,766	It is recommended to add project as per final negotiations with Santos GLNG under SLA4. Negotiations were still in progress for Roma East developments at time of budget development and following inspections additional roads were identified as requiring upgrade. (budget = direct + indirect costs only)				55,766				-
19882	Roma East - Kangaroo Ck Road - Gravel Resheet - Ch 0.0 to 11.8km			213,237	213,237	It is recommended to add project as per final negotiations with Santos GLNG under SLA4. Negotiations were still in progress for Roma East developments at time of budget development and following inspections additional roads were identified as requiring upgrade. (budget = direct + indirect costs only)				213,237				-
19883	Roma East - Angry Jungle Road - Gravel Resheet - Ch 0.0 to 4.9km			156,143	156,143	It is recommended to move budget from work 19729 and amend as per final negotiations with Santos GLNG under SLA4. (budget = direct + indirect costs only)				156,143				-
19884	Roma East - Box Gully A Road - Heavy Formation Grade - Ch 0.0 to 4.4km			57,359	57,359	It is recommended to add project as per final negotiations with Santos GLNG under SLA4. Negotiations were still in progress for Roma East developments at time of budget development and following inspections additional roads were identified as requiring upgrade. (budget = direct + indirect costs only)				57,359				-
19885	Roma East - Box Gully B Road - Heavy Formation Grade - Ch 4.4 to 11.2km			98,785	98,785	It is recommended to add project as per final negotiations with Santos GLNG under SLA4. Negotiations were still in progress for Roma East developments at time of budget development and following inspections additional roads were identified as requiring upgrade. (budget = direct + indirect costs only)				98,785				-
19886	Roma East - Howards Road - Heavy Formation Grade/Gravel Resheet - Ch 0.0 to 2.8km			121,091	121,091	It is recommended to move budget from work order 19731 and amend as per final negotiations with Santos GLNG under SLA4. As per Santos Agreement - Purchase order 1142594 (budget = direct + indirect costs only)				121,091				-
19888	Roma East - Berrima Road - Heavy Formation Grade/Dust Seal - Ch 0.0 to 6.9km			54,969	54,969	It is recommended to add project as per final negotiations with Santos GLNG under SLA4. Negotiations were still in progress for Roma East developments at time of budget development and following inspections additional roads were identified as requiring upgrade. As per Santos Agreement - Purchase order 1141963 (budget = direct + indirect costs only)				54,969				-
20036	Arcadia Valley Road - Road Safety Upgrades 0-23.365km			1,004,673	1,004,673	It is recommended to add project as per final negotiations with Santos GLNG under SLA4. As per Santos Agreement - Purchase order 1142948 (budget = direct + indirect costs only)				1,004,673				-
19724	Rural Road Annual Bitumen Reseal Program	1,932,000	1,932,000	1,766,045	- 165,955	GM/11.2018/41 Bitumen surfacing activities associated with 2018/19 Rehabilitation Program be funded from the 2018/19 Rural Road Reseal Program GM/11.2018/119 Bitumen sealing award								- 165,955
19725	Rural Road Bitumen Rehabilitation Program	611,746	611,746	-	- 611,746	GM/11.2018/41 Refer WO20039, WO20040, WO20041, WO20042, WO20043 Bitumen surfacing of the Rehabilitation works to be funded under 2018/19 Rural Road Bitumen Reseal Program								- 611,746

MARANOA REGIONAL COUNCIL

Q2 BUDGET REVIEW 2018/19 CAPITAL WORKS

Work Order	Capital Works Description	Original Budget 2018/2019	Q1 Review	Q2 Review	Increase/Decrease	Reason for increase/decrease (or Council resolution number date and recommendation)	Grants	Subsidies	Unspent Loan	Santos/Origin	Other	Reserves	Funded Depreciation	General Revenue
Show net change value (i.e. increase/decrease amount)														
20039	Duck Creek Road Rehabilitation 2018/2019 - Ch 0.03 - Ch 1.74 (GM/11.2018/41)	-	-	100,862	100,862	GM/11.2018/41 Prioritised scope of works for the 2018/19 Rural Road Rehabilitation Program Bitumen surfacing of the Rehabilitation works to be funded under 2018/19Rural Road Bitumen Reseal Program								100,862
20040	Bindango Road Rehabilitation 2018/2019 - Ch 0 - Ch 0.34 (GM/11.2018/41)	-	-	19,200	19,200	GM/11.2018/41 Prioritised scope of works for the 2018/19 Rural Road Rehabilitation Program Bitumen surfacing of the Rehabilitation works to be funded under 2018/19Rural Road Bitumen Reseal Program								19,200
20041	Hodgson Lane North Road Rehabilitation 2018/2019 - Ch 0.03 - Ch 1.60 (GM/11.2018/41)	-	-	89,690	89,690	GM/11.2018/41 Prioritised scope of works for the 2018/19 Rural Road Rehabilitation Program Bitumen surfacing of the Rehabilitation works to be funded under 2018/19Rural Road Bitumen Reseal Program								89,690
20042	Tomoo Road Rehabilitation 2018/2019 - Various Sections (GM/11.2018/41)	-	-	145,237	145,237	GM/11.2018/41 Prioritised scope of works for the 2018/19 Rural Road Rehabilitation Program Bitumen surfacing of the Rehabilitation works to be funded under 2018/19Rural Road Bitumen Reseal Program								145,237
20043	Mt Moffatt Road Rehabilitation 2018/2019 - Various Sections (GM/11.2018/41)	-	-	422,712	422,712	GM/11.2018/41 Prioritised scope of works for the 2018/19 Rural Road Rehabilitation Program Bitumen surfacing of the Rehabilitation works to be funded under 2018/19Rural Road Bitumen Reseal Program								422,712
					-									-
Totals - Infrastructure Services Capital Works		4,748,173	4,811,109	7,042,418	2,231,309		500,000	-	-	1,590,815	5,772	134,722	-	-
18375	Roma Airport Runway Upgrade	7,486,948	8,551,702	8,729,952	178,250	GM/11.2018/38 14/11/2018 Include an overlay of the regular public transport (RPT) taxiway						178,250		-
19696	Design works for movement area & lighting replacements including replacement of activated lighting control	25,000	25,000	25,000		GM/11.2018/37 -14/11/2018 Replacement Pilot Activated Lighting Control included								-
15231	Galleries and Libraries Roma - Air-conditioning Upgrade	57,477	57,477	32,137	25,340	GM/11.2018/24 14/11/2018 Transfer \$25,340.10 from WO15231 to WO15233								25,340
15233	Roma Cultural Centre Capital Upgrade Roma - Admin Centre Air-conditioning Upgrade	13,277	12,559	37,899	25,340	GM/11.2018/24 14/11/2018 Transfer \$25,340.10 from WO15231 to WO15233								25,340
18366	Design Replacement of the Mitchell Dance Studio	20,000	20,000	-	20,000	GM/03.2018/38 - Monies Trf from WO18366 - Mitchell Dance Studio to contribution to Injune Retirement Village - WO20046 (Operating)								20,000
					-									-
Totals - DFES Capital Works		7,602,702	8,666,738	8,824,988	158,250		-	-	-	-	-	178,250	-	20,000
18945	Replace Roma Cemetery Fencing	-	35,000	30,074	4,926	GM/11.2018/113 28/11/2018 Transfer remaining budget to Roma Cemetery Stage 2 fencing replacement								4,926
20054	Replace Roma Cemetery Fencing Stage 2	-	-	35,000	35,000	GM/11.2018/113 28/11/2018 Roma Cemetery Stage 2 fencing replacement \$4,926 to be transferred from WO18945 \$30,074 to be transferred from CDH Reserve						30,074		4,926
19764	Drug and Alcohol Testing Equipment	22,000	22,000	12,259	9,741	It is recommended to reduce budget as project has been completed under budget								9,741
19763	Electric Forklift Mitchell Depot	18,000	18,000	16,519	1,481	It is recommended to reduce budget as project has been completed under budget								1,481
18947	Replacement of Main Unloading Ramp	71,184	71,184	-	71,184	Refer to Manager's report Council meeting 13 Feb 2019						71,184		-
18949	Auctioneers Walkways	40,000	40,000	-	40,000							40,000		-
18950	Safety Walkways	20,000	20,000	-	20,000							20,000		-
18948	Lighting at Cable Yards and Spelling Yards	89,138	89,138	220,322	131,184							131,184		-
16037	Saleyards Precinct Development - Saleyards Truck Stop	-	282,714	714	282,000	It is recommended to transfer \$282,000 to WO18555 to allow work order 16037 to be finalised/closed out			282,000					-

MARANO REGIONAL COUNCIL

Q2 BUDGET REVIEW 2018/19 CAPITAL WORKS

Work Order	Capital Works Description	Original Budget 2018/2019	Q1 Review	Q2 Review	Increase/Decrease	Reason for increase/decrease (or Council resolution number date and recommendation)	Grants	Subsidies	Unspent Loan	Santos/Origin	Other	Reserves	Funded Depreciation	General Revenue
Show net change value (i.e. increase/decrease amount)														
18555	Saleyard hardstand & carpark	-	-	501,038	501,038	1. GM/11.2018/79 28.11.2018 Increase budget by: - \$219,038 (funded from Saleyards Reserve) Please note: original resolution was based on budget of \$282,000 in WO18555 however actual budget of \$282k is in WO16037 2. It is recommended that budget of \$282,000 is transferred from WO16037 Saleyards Truck stop Development to allow WO16037 to be finalised/closed out			282,000			219,038		-
18679	New Multi Purpose Facility	7,922,965	7,922,965	8,091,137	168,172	GM/11.2018/79 28.11.2018 Increase budget by \$168,172 Please note: original resolution referred to WO18556 however this should have been WO18679 It is recommended to amend original resolution to correct that work order is 18679						168,172		-
18680	Saleyards New Truck Wash Pond		115,707	25,601	- 90,106	It is recommended to reduce budget as project complete with final inspection/test						- 90,106		-
Totals - CCS Capital Works		8,183,287	8,616,708	8,932,664	315,956		-	-	-	-	-	327,178	-	11,222
Totals - Capital Works		20,534,162	22,094,555	24,800,070	2,705,515		500,000	-	-	1,590,815	5,772	640,150	-	31,222

MARANOA REGIONAL COUNCIL

Q2 BUDGET REVIEW 2018/19 OPERATIONAL BUDGETS

Master.Sub	Description	Original Budget 2018/19	Q1 Review	Q2 Review	Increase/ Decrease	Reason for increase/decrease (or Council resolution number date and recommendation)
Director DFES						
GL2015.2094.2001	Development, Facilities & Environmental Services - Legal Services	2,500	2,500	-	(2,500)	Trf to GL2015.2001.2001 Materials & Services
GL2015.2001.2001	Development, Facilities & Environmental Services - Materials & Services	2,500	2,500	5,000	2,500	Trf from GL2015.2094.2001 Legal Services
	Director DFES Total	\$ 5,000	\$ 5,000	\$ 5,000	\$ -	
Economic & Community Development						
GL1881.1133.1510	Tourism Operating Income - Event Sponsorships	-	-	(14,600)	(14,600)	Increase to allow income from Outback Tourism Sponsorship
GL1881.1995.1003	Tourism Operating Income - Outback Tourism Awards Admission	-	-	(45,050)	(45,050)	Increase to allow income from Outback Tourism Admissions
WO 19762.2537.2001 - Outback Queensland Tourism Awards	Tourism Projects	-	5,000	64,650	59,650	Additional costs funded from admission fees and sponsorship above GM/03.2018/38 - Monies Trf from WO18366 - Mitchell Dance Studio \$20K in 18/19 budget (capital)
WO20046.2800.2001	Transition of Injune Retirement Village	-	-	45,000	45,000	Increase budget Trf from WO19607.2800.2001
WO19600.2800.2001	Community Drought Funding 2018	-	-	65,000	65,000	Decrease budget Trf to WO19600.2800.2001
WO19607.2800.2001	Community Drought Funding 2018	130,000	130,000	65,000	(65,000)	Decrease GM/10.2018/83 Trf to WO 14826.2539.2001 Yuleba/Wall General Ops replace Jackson Town Entrance Sign
GL2883.2001.301	Local Development Payroll	512,566	512,566	511,186	(1,380)	Increase GM/10.2018/83 Trf from GL 2883.2001.301 Decrease Trf to WO14826.2539.2001 Yuleba/Wallumbilla Local Development Operations - replace Jackson Town Entrance Sign
WO14826.2539.2001	Local Development Projects Yuleba/Wall General Ops	2,000	2,000	3,380	1,380	Increase GM/11.2018/22 Trf from WO14825.2539.2001 Roma General Ops - RSL host a meet and greet
GL2887.2249.2001	Sponsorship	10,000	10,000	11,500	1,500	Decrease GM/11.2018/22 Trf to GL2887.2249.2001 RSL host a meet and greet
WO14825.2539.2001	Local Development Projects Roma	5,000	5,000	3,500	(1,500)	
GL1883.1099	Local Development Revenue - Dept of Premier & Cabinet	(9,970)	(9,970)	(9,670)	300	
	Economic & Community Development Total	\$ 649,596	\$ 654,596	\$ 699,896	\$ 45,300	
Environmental Health, Waste & Rural Land Services						
GL2061.2094.2001	Environmental Health Legal Services	-	-	20,000	20,000	
GL2061.2180.2001	Environmental Health Licences & Inspection	170,297	170,297	147,297	(23,000)	Reallocation/transfer of budget
WO17521.2800	Rural Lands Projects Bat Relocation	-	-	3,000	3,000	
GL1145.1117	Rural Lands Revenue - Dept of Natural Resources	(133,500)	(133,500)	(171,350)	(37,850)	Additional funding for 2018/19 to cover Albany Downs and DNR Mitchell works
WO19855.2800	DNR Cap Works Mitchell	-	-	31,850	31,850	Increase budget due to increase in funding - Dept of Natural Resources
WO19679.2800	Albany Downs SRWF	-	-	6,000	6,000	Provision due to new funding - Dept of Natural Resources
GL2145.2001.301	Rural lands Payroll Ordinary	145,729	145,729	140,729	(5,000)	
WO14427.2001.301	Secondary Route Payroll Ordinary	1,000	1,000	6,000	5,000	
WO14420.2001	Parthenium Materials & Services	13,000	13,000	11,000	(2,000)	Reallocation/transfer of budget
WO14421.2001	Mother Of Millions Materials & Services	1,000	1,000	3,000	2,000	
GL2412.2002.2156	Roma - Compacting/Pushing/Covering	492,398	492,398	472,398	(20,000)	
GL2412.2002.2157	Roma - Litter Control	2,570	2,570	22,570	20,000	
GL2412.2002.2319	Roma - Rates & Charges	12,811	12,811	24,811	12,000	
GL2412.2014.2319	Mitchell - Rates & Charges	46,000	46,000	34,000	(12,000)	
GL2412.2013.2156	Jackson - Compacting/Pushing/Covering	1,424	1,424	4,424	3,000	
GL2412.2013.2139	Jackson - Rates & Charges	6,782	6,782	3,782	(3,000)	
GL2412.2014.2158	Mitchell - Waste Collection	204,362	204,362	198,362	(6,000)	Reallocation of budget between locations
GL2412.2016.2158	Mungallala - Waste Collection	200	200	6,200	6,000	
GL2412.2017.2156	Surat - compacting/Pushing/covering	76,190	76,190	73,190	(3,000)	
GL2412.2017.2157	Surat - Litter Control	2,000	2,000	5,000	3,000	
GL2412.2018.2157	Wallumbilla - Litter control	500	500	3,500	3,000	
GL2412.2019.2156	Yuleba - compacting/pushing/covering	38,841	38,841	35,841	(3,000)	
	Environmental Health, Waste & Rural Land Services Total	\$ 1,081,604	\$ 1,081,604	\$ 1,081,604	\$ -	
	Totals - Development, Facilities & Environmental Services	\$ 1,736,200	\$ 1,741,200	\$ 1,786,500	\$ 45,300	

MARANOA REGIONAL COUNCIL

Q2 BUDGET REVIEW 2018/19 OPERATIONAL BUDGETS

Master.Sub	Description	Original Budget 2018/19	Q1 Review	Q2 Review	Increase/ Decrease	Reason for increase/decrease (or Council resolution number date and recommendation)
Infrastructure Support Services						
2201.2001	Infrastructure Support Services : Management & Support Services	560,888	560,888	483,579	(77,309)	It is recommended to transfer funds to Program and Contract Mgmt for position transferred from WSG area which was originally funded from reserves
Infrastructure Support Services Total		\$ 560,888	\$ 560,888	\$ 483,579	(\$ 77,309)	
Maintenance Delivery & Works						
1261.1064	Roads Drainage and Parks Operating Revenue : Maintenance Permit	(2,000)	(2,000)	(2,500)	(500)	It is recommended to increase revenue base on current revenue received to date. More permit requests than anticipated for the year to date
1261.1065	Roads Drainage and Parks Operating Revenue : Pipeline Permit	(13,000)	(13,000)	(17,000)	(4,000)	It is recommended to increase revenue base on current revenue received to date. More permit requests than anticipated for the year to date
Maintenance Delivery & Works Total		(\$ 15,000)	(\$ 15,000)	(\$ 19,500)	(\$ 4,500)	
Program and Contract Management						
1392.1399	Energy Sector Maintenance Contracts : QGC Contribution Operating	-	-	(34,271)	(34,271)	It is recommended to increase revenue based on current revenue received to date
2392.2399	Energy Sector Maintenance Works : Energy Sector Recoverable Works - QGC	-	-	37,304	37,304	It is recommended to increase budget based on current expenditure to date
2221.2001	Infrastructure Contract Management : Management & Support Services	372,160	372,160	450,936	78,776	GM/12.2018/50 Transfer of position 0504 from WSG
1392.1396	Energy Sector Maintenance Contracts : Margin - Energy Contracts Works	(1,467,024)	(1,467,024)	(867,458)	599,566	It is recommended to reduce CSG Margin revenue based on deferral of Bonnydoon Road project and IT3B current project estimate lower than originally programmed
9515.9673	Roads & Drainage Transfer to Reserves : Transfer to Reserves Santos Margin	1,467,024	1,467,024	867,458	(599,566)	It is recommended to reduce CSG Margin transfer to reserves based on deferral of Bonnydoon Road project and IT3B current project estimate lower than originally programmed
Program and Contract Management Total		\$ 372,160	\$ 372,160	\$ 453,969	\$ 81,809	
Water						
1471.1002	Water Operating Revenue : Connection Fees	(5,000)	(5,000)	(5,500)	(500)	It is recommended to increase revenue base on current revenue received to date. More connections than anticipated for the year to date
1471.1017	Water Operating Revenue : Water Sales Wash Down Facility	(35,000)	(35,000)	(40,000)	(5,000)	It is recommended to increase revenue base on current revenue received to date. Higher usage than anticipated for the year to date
1471.1232	Water Operating Revenue : Rates Written Off	12,000	12,000	15,000	3,000	It is recommended to increase budget based on current expenditure to date. Higher costs than anticipated
2471.2001	Water Infrastructure Administration : Management & Support Services	404,114	404,114	364,726	(39,388)	GM/12.2018/50 Transfer of position 0504 (Karen 50% water 45% Sewerage 5% gas) to Program and Contract Management
1652.1021	Laboratory Operating Revenue : Testing Fees	(115,000)	(115,000)	(120,000)	(5,000)	It is recommended to increase revenue base on current revenue received to date. More requests for external samples have been received than anticipated
2652.203	Laboratory Operating Expenses : Operations & Administration	35,000	35,000	40,000	5,000	It is recommended to increase budget based on current expenditure to date. More requests for external samples have been received than anticipated
9005.9615	Water Infrastructure Transfer to Reserves : Transfer to Water Reserves	350,183	480,564	522,452	41,888	It is recommended to increase transfer to reserves based on budget adjustments recommended as per above
Water Total		\$ 646,297	\$ 776,678	\$ 776,678	\$ -	

MARANOA REGIONAL COUNCIL

Q2 BUDGET REVIEW 2018/19 OPERATIONAL BUDGETS

Master.Sub	Description	Original Budget 2018/19	Q1 Review	Q2 Review	Increase/ Decrease	Reason for increase/decrease (or Council resolution number date and recommendation)
Sewerage						
1481.1002	Sewerage Operating Revenue : Connection Fees	(22,139)	(22,139)	(25,000)	(2,861)	It is recommended to increase revenue base on current revenue received to date. More connections than anticipated for the year to date
1481.1004	Sewerage Operating Revenue : Inspection Fees	(2,500)	(2,500)	(2,800)	(300)	It is recommended to increase revenue base on current revenue received to date. More inspections than anticipated for the year to date
1481.1027	Sewerage Operating Revenue : Sale of Plans	(200)	(200)	(300)	(100)	It is recommended to increase revenue base on current revenue received to date. Increase in requests for plan than anticipated
2481.2001	Sewerage Infrastructure Administration : Management & Support Services	404,222	404,222	368,773	(35,449)	GM/12.2018/50 Transfer of position 0504 (Karen 50% water 45% Sewerage 5% gas) to Program and Contract Management
1481.1025	Sewerage Operating Revenue : Private Works	-	-	(1,205)	(1,205)	It is recommended to increase revenue base on current revenue received to date. Increase in private works than anticipated
2488.2025	Sewerage Private Works : Private Works	-	-	358	358	It is recommended to increase budget based on current expenditure to date.
9510.9654	Sewerage Transfer to Reserve : Transfer to Sewerage Reserves	208,416	195,425	234,982	39,557	It is recommended to increase transfer to reserves based on budget adjustments recommended as per above
	Sewerage Total	\$ 587,799	\$ 574,808	\$ 574,808	\$ -	
Gas						
01421.1002	Gas Network Operating Revenue : Connection Fees	(1,000)	(1,000)	(1,700)	(700)	It is recommended to increase revenue base on current revenue received to date. More connections than anticipated for the year to date
2421.2001	Gas Network Operating Expenses : Management & Support Services	86,065	86,065	82,126	(3,939)	GM/12.2018/50 Transfer of position 0504 (Karen 50% water 45% Sewerage 5% gas) to Program and Contract Management
2421.2002	Gas Network Operating Expenses : O & M Roma	354,155	354,155	370,000	15,845	It is recommended to increase budget based on current expenditure to date. Increased costs due to leak survey and leak repairs
9501.965	Gas Network Transfer to Reserves : Transfer to Gas Reserves	207,431	207,431	196,225	(11,206)	It is recommended to decrease transfer to reserves based on budget adjustments recommended as per above
	Gas Total	\$ 646,651	\$ 646,651	\$ 646,651	\$ -	
	Totals - Infrastructure Services	\$ 2,798,795	\$ 2,916,185	\$ 2,916,185	\$ -	
TOTAL COUNCIL - OPERATING		\$ 4,534,995	\$ 4,657,385	\$ 4,702,685	\$ 45,300	

Maranoa Regional Council Statement of Financial Position

	Jun-18 Actual \$	Jun-19 Revised Budget \$	Jun-20F \$	Jun-21F \$
Assets				
Current assets				
Cash and cash equivalents	72,988,000	55,258,509	54,203,389	53,497,376
Trade and other receivables	8,854,000	8,880,562	8,907,204	8,933,925
Inventories	1,789,000	1,794,367	1,799,750	1,805,149
Total current assets	83,631,000	65,933,438	64,910,343	64,236,450
Non-current assets				
Property, plant & equipment	777,843,000	842,065,936	846,342,165	850,246,735
Total assets	861,474,000	907,999,373	911,252,508	914,483,186
Liabilities				
Current liabilities				
Trade and other payables	10,911,000	10,943,733	10,976,564	11,009,494
Borrowings	1,600,000	1,057,189	1,109,948	1,165,642
Provisions	3,308,000	3,317,924	3,327,878	3,337,861
Total current liabilities	15,819,000	15,318,846	15,414,390	15,512,997
Non-current liabilities				
Borrowings	12,721,000	16,004,599	14,894,651	13,729,009
Employee	800,000	802,400	804,807	807,222
Other	1,460,000	1,464,380	1,468,773	1,473,179
Provisions	2,260,000	2,266,780	2,273,580	2,280,401
Total non-current liabilities	14,981,000	18,271,379	17,168,231	16,009,410
Total liabilities	30,800,000	33,590,225	32,582,621	31,522,407
Net community assets	830,674,000	874,409,148	878,669,886	882,960,778
Community equity				
Asset revaluation surplus	283,169,000	283,253,251	283,337,981	283,423,155
Retained surplus	547,505,000	591,155,897	595,331,905	599,537,623
Total community equity	830,674,000	874,409,148	878,669,886	882,960,778

Maranoa Regional Council Cash Flow Statement

	Jun-18 Actual \$	Jun-19 Revised Budget \$	Jun-20F \$	Jun-21F \$
Cash flows from operating activities				
Receipts from customers	60,211,000	54,533,384	56,606,352	57,678,982
Payments to suppliers and employees	(59,558,000)	(58,434,996)	(59,042,042)	(60,262,799)
Interest received	2,029,000	1,781,500	1,820,975	1,861,481
Rental income	644,000	714,952	728,536	742,378
Non-capital grants and contributions	18,926,000	19,736,477	20,128,900	20,529,128
Borrowing costs	(1,126,000)	(770,706)	(664,833)	(612,074)
Other cashflow items		9,508	17,561	17,613
Net cash inflow from operating activities	21,126,000	17,570,119	19,595,449	19,954,711
Cash flows from investing activities				
Payments for property, plant and equipment	(41,200,000)	(84,753,116)	(25,092,157)	(25,006,006)
Grants, subsidies, contributions and donations	24,910,000	46,171,718	4,905,594	4,836,929
Proceeds from sale of assets	733,000	533,000	593,183	618,301
Net cash inflow from investing activities	(15,557,000)	(38,048,398)	(19,593,380)	(19,550,776)
Cash flows from financing activities				
Proceeds from borrowings	2,900,000	4,500,000	-	-
Repayment of borrowings	(1,543,000)	(1,751,212)	(1,057,189)	(1,109,948)
Net cash inflow from financing activities	1,357,000	2,748,788	(1,057,189)	(1,109,948)
Total cash flows				
Net increase in cash and cash equivalent held	6,926,000	(17,729,491)	(1,055,119)	(706,013)
Opening cash and cash equivalents	66,062,000	72,988,000	55,258,509	54,203,389
Closing cash and cash equivalents	72,988,000	55,258,509	54,203,389	53,497,376

Maranoa Regional Council Statement of Income and Expenditure

	Jun-18 Actual \$	Jun-19 Revised Budget \$	Jun-20F \$	Jun-21F \$
Revenue				
Operating revenue				
General rates	23,438,000	24,362,685	25,580,819	26,092,436
Separate rates	748,000	781,745	820,832	837,249
Water	3,199,000	3,267,990	3,431,390	3,500,017
Water consumption, rental and sundries	2,007,000	2,005,024	2,105,275	2,147,381
Sewerage	2,499,000	2,704,497	2,839,722	2,896,516
Waste management	1,457,000	1,533,035	1,609,687	1,641,880
Less: discounts	(1,935,000)	(974,507)	(1,023,233)	(1,074,394)
Less: pensioner remissions	(287,000)	(166,399)	(174,719)	(183,455)
Net rates, levies and charges	31,126,000	33,514,070	35,189,773	35,857,630
Fees and charges	11,412,000	11,074,541	11,283,850	11,497,115
Rental income	644,000	714,952	728,536	742,378
Interest received	2,029,000	1,781,500	1,820,975	1,861,481
Recoverable works and sales revenue	7,000,000	6,083,513	6,198,491	6,315,643
Other income	2,394,000	3,861,260	3,934,238	4,008,595
Grants, subsidies, contributions and donations	18,926,000	19,736,477	20,128,900	20,529,128
Total operating revenue	73,531,000	76,766,313	79,284,764	80,811,970
Capital revenue				
Government subsidies and grants—capital	11,039,000	21,699,664	4,835,000	4,765,000
Contributions—capital	13,786,000	24,402,769	-	-
Developer Contribution/Infrastructure Charges	85,000	69,285	70,594	71,929
Other capital revenue/(Expenses)	93,000	-	-	-
Grants, subsidies, contributions and donations	25,003,000	46,171,718	4,905,594	4,836,929
Total revenue	98,534,000	122,938,031	84,190,358	85,648,899
Expenses				
Operating expenses				
Employee benefits	28,924,000	28,355,104	28,990,632	29,640,413
Materials and services	27,846,000	30,079,892	30,051,410	30,622,386
Finance costs	597,000	770,706	664,833	612,074
Depreciation and amortisation	20,718,000	20,081,431	20,307,475	20,568,308
Total operating expenses	78,085,000	79,287,134	80,014,350	81,443,181
Other capital expenses	10,917,000	-	-	-
Net result	9,532,000	43,650,897	4,176,008	4,205,718
Operating result				
Operating revenue	73,531,000	76,766,313	79,284,764	80,811,970
Operating expenses	78,085,000	79,287,134	80,014,350	81,443,181
Operating result	(4,554,000)	(2,520,821)	(729,586)	(631,211)

Maranoa Regional Council Statement of Changes in Equity

	Jun-18 Actual	Jun-19 Revised Budget	Jun-20F	Jun-21F
	\$	\$	\$	\$
Asset revaluation surplus				
Opening balance	195,983,000	283,169,000	283,253,251	283,337,981
Net result	na	na	na	na
Increase in asset revaluation surplus	87,186,000	84,251	84,730	85,174
Closing balance	283,169,000	283,253,251	283,337,981	283,423,155
Retained surplus				
Opening balance	537,973,000	547,505,000	591,155,897	595,331,905
Net result	9,532,000	43,650,897	4,176,008	4,205,718
Increase in asset revaluation surplus	na	na	na	na
Closing balance	547,505,000	591,155,897	595,331,905	599,537,623
Total				
Opening balance	733,956,000	830,674,000	874,409,148	878,669,886
Net result	9,532,000	43,650,897	4,176,008	4,205,718
Increase in asset revaluation surplus	87,186,000	84,251	84,730	85,174
Closing balance	830,674,000	874,409,148	878,669,886	882,960,778

Maranoa Regional Council
Statement of Financial Position

	Jun-18 Actual \$	Jun-19 Revised Budget \$	Jun-20F \$	Jun-21F \$	Jun-22F \$	Jun-23F \$	Jun-24F \$	Jun-25F \$	Jun-26F \$	Jun-27F \$	Jun-28F \$
Assets											
Current assets											
Cash and cash equivalents	72,988,000	55,258,509	54,203,389	53,497,376	51,940,727	53,115,933	48,660,916	50,664,238	51,872,214	50,951,522	52,313,082
Trade and other receivables	8,854,000	8,880,562	8,907,204	8,933,925	8,960,727	8,987,609	9,014,572	9,041,616	9,068,741	9,095,947	9,123,235
Inventories	1,789,000	1,794,367	1,799,750	1,805,149	1,810,565	1,815,996	1,821,444	1,826,909	1,832,390	1,837,887	1,843,400
Total current assets	83,631,000	65,933,438	64,910,343	64,236,450	62,712,018	63,919,538	59,496,932	61,532,762	62,773,344	61,885,356	63,279,717
Non-current assets											
Property, plant & equipment	777,843,000	842,065,936	846,342,165	850,246,735	854,380,410	855,981,432	863,258,694	864,622,073	866,865,733	871,297,151	873,524,695
Total assets	861,474,000	907,999,373	911,252,508	914,483,186	917,092,429	919,900,970	922,755,626	926,154,835	929,639,077	933,182,507	936,804,411
Liabilities											
Current liabilities											
Trade and other payables	10,911,000	10,943,733	10,976,564	11,009,494	11,042,522	11,075,650	11,108,877	11,142,204	11,175,630	11,209,157	11,242,784
Borrowings	1,600,000	1,057,189	1,109,948	1,165,642	1,224,450	1,286,563	881,409	916,048	952,085	979,362	986,923
Provisions	3,308,000	3,317,924	3,327,878	3,337,861	3,347,875	3,357,919	3,367,992	3,378,096	3,388,231	3,398,395	3,408,591
Total current liabilities	15,819,000	15,318,846	15,414,390	15,512,997	15,614,847	15,720,132	15,358,278	15,436,348	15,515,946	15,586,914	15,638,298
Non-current liabilities											
Borrowings	12,721,000	16,004,599	14,894,651	13,729,009	12,504,559	11,217,996	10,336,587	9,420,539	8,468,454	7,489,092	6,502,169
Employee	800,000	802,400	804,807	807,222	809,643	812,072	814,508	816,952	819,403	821,861	824,327
Other	1,460,000	1,464,380	1,468,773	1,473,179	1,477,599	1,482,032	1,486,478	1,490,937	1,495,410	1,499,896	1,504,396
Provisions	2,260,000	2,266,780	2,273,580	2,280,401	2,287,242	2,294,104	2,300,986	2,307,889	2,314,813	2,321,757	2,328,723
Total non-current liabilities	14,981,000	18,271,379	17,168,231	16,009,410	14,791,801	13,512,100	12,637,573	11,728,428	10,783,267	9,810,849	8,830,892
Total liabilities	30,800,000	33,590,225	32,582,621	31,522,407	30,406,649	29,232,232	27,995,852	27,164,776	26,299,213	25,397,764	24,469,190
Net community assets	830,674,000	874,409,148	878,669,886	882,960,778	886,685,780	890,668,739	894,759,775	898,990,059	903,339,864	907,784,743	912,335,222
Community equity											

Asset revaluation surplus	283,169,000	283,253,251	283,337,981	283,423,155	283,508,796	283,594,693	283,681,392	283,768,283	283,855,481	283,943,235	284,031,277
Retained surplus	547,505,000	591,155,897	595,331,905	599,537,623	603,176,984	607,074,046	611,078,383	615,221,777	619,484,384	623,841,507	628,303,945
Total community equity	830,674,000	874,409,148	878,669,886	882,960,778	886,685,780	890,668,739	894,759,775	898,990,059	903,339,864	907,784,743	912,335,222

Maranoa Regional Council Cash Flow Statement

	Jun-18 Actual \$	Jun-19 Revised Budget \$	Jun-20F \$	Jun-21F \$	Jun-22F \$	Jun-23F \$	Jun-24F \$	Jun-25F \$	Jun-26F \$	Jun-27F \$	Jun-28F \$
Cash flows from operating activities											
Receipts from customers	60,211,000	54,533,384	56,606,352	57,678,982	58,770,823	59,882,160	61,013,281	62,164,472	63,336,024	64,528,224	65,741,362
Payments to suppliers and employees	(59,558,000)	(58,434,996)	(59,042,042)	(60,262,799)	(61,508,977)	(62,781,109)	(64,079,740)	(65,405,425)	(66,758,731)	(68,140,239)	(69,550,540)
Interest received	2,029,000	1,781,500	1,820,975	1,861,481	1,903,053	1,945,724	1,989,532	2,034,514	2,080,710	2,128,160	2,176,908
Rental income	644,000	714,952	728,536	742,378	756,483	770,857	785,503	800,427	815,636	831,133	846,924
Non-capital grants and contributions	18,926,000	19,736,477	20,128,900	20,529,128	20,937,316	21,353,622	21,778,208	22,211,239	22,652,881	23,103,308	23,562,693
Borrowing costs	(1,126,000)	(770,706)	(664,833)	(612,074)	(556,380)	(497,572)	(435,459)	(382,321)	(347,682)	(311,645)	(274,152)
Other cashflow items		9,508	17,561	17,613	17,666	17,719	17,772	17,826	17,879	17,933	17,986
Net cash inflow from operating activities	21,126,000	17,570,119	19,595,449	19,954,711	20,319,984	20,691,401	21,069,097	21,440,732	21,796,717	22,156,874	22,521,182
Cash flows from investing activities											
Payments for property, plant and equipment	(41,200,000)	(84,753,116)	(25,092,157)	(25,006,006)	(25,506,106)	(23,602,269)	(29,349,303)	(23,480,410)	(24,861,584)	(27,631,890)	(25,192,416)
Grants, subsidies, contributions and donations	24,910,000	46,171,718	4,905,594	4,836,929	4,168,288	4,274,673	4,276,085	4,277,523	4,278,988	4,280,481	4,282,002
Proceeds from sale of assets	733,000	533,000	593,183	618,301	626,826	1,035,851	835,667	646,886	909,904	1,225,929	730,154
Net cash inflow from investing activities	(15,557,000)	(38,048,398)	(19,593,380)	(19,550,776)	(20,710,992)	(18,291,745)	(24,237,551)	(18,556,002)	(19,672,692)	(22,125,480)	(20,180,260)
Cash flows from financing activities											
Proceeds from borrowings	2,900,000	4,500,000	-	-	-	-	-	-	-	-	-
Repayment of borrowings	(1,543,000)	(1,751,212)	(1,057,189)	(1,109,948)	(1,165,642)	(1,224,450)	(1,286,563)	(881,409)	(916,048)	(952,085)	(979,362)
Net cash inflow from financing activities	1,357,000	2,748,788	(1,057,189)	(1,109,948)	(1,165,642)	(1,224,450)	(1,286,563)	(881,409)	(916,048)	(952,085)	(979,362)
Total cash flows											
Net increase in cash and cash equivalent held	6,926,000	(17,729,491)	(1,055,119)	(706,013)	(1,556,649)	1,175,206	(4,455,017)	2,003,322	1,207,977	(920,692)	1,361,559
Opening cash and cash equivalents	66,062,000	72,988,000	55,258,509	54,203,389	53,497,376	51,940,727	53,115,933	48,660,916	50,664,238	51,872,214	50,951,522
Closing cash and cash equivalents	72,988,000	55,258,509	54,203,389	53,497,376	51,940,727	53,115,933	48,660,916	50,664,238	51,872,214	50,951,522	52,313,082

Maranoa Regional Council
Statement of Income and Expenditure

	Jun-18 Actual \$	Jun-19 Revised Budget \$	Jun-20F \$	Jun-21F \$	Jun-22F \$	Jun-23F \$	Jun-24F \$	Jun-25F \$	Jun-26F \$	Jun-27F \$	Jun-28F \$
Revenue											
Operating revenue											
General rates	23,438,000	24,362,685	25,580,819	26,092,436	26,614,284	27,146,570	27,689,501	28,243,291	28,808,157	29,384,320	29,972,007
Separate rates	748,000	781,745	820,832	837,249	853,994	871,074	888,495	906,265	924,390	942,878	961,736
Water	3,199,000	3,267,990	3,431,390	3,500,017	3,570,018	3,641,418	3,714,246	3,788,531	3,864,302	3,941,588	4,020,420
Water consumption, rental and sundries	2,007,000	2,005,024	2,105,275	2,147,381	2,190,328	2,234,135	2,278,818	2,324,394	2,370,882	2,418,299	2,466,665
Sewerage	2,499,000	2,704,497	2,839,722	2,896,516	2,954,447	3,013,535	3,073,806	3,135,282	3,197,988	3,261,948	3,327,187
Waste management	1,457,000	1,533,035	1,609,687	1,641,880	1,674,718	1,708,212	1,742,377	1,777,224	1,812,769	1,849,024	1,886,005
Less: discounts	(1,935,000)	(974,507)	(1,023,233)	(1,074,394)	(1,128,114)	(1,184,520)	(1,243,746)	(1,305,933)	(1,371,230)	(1,439,791)	(1,511,781)
Less: pensioner remissions	(287,000)	(166,399)	(174,719)	(183,455)	(192,627)	(202,259)	(212,372)	(222,990)	(234,140)	(245,847)	(258,139)
Net rates, levies and charges	31,126,000	33,514,070	35,189,773	35,857,630	36,537,047	37,228,166	37,931,126	38,646,065	39,373,119	40,112,420	40,864,099
Fees and charges	11,412,000	11,074,541	11,283,850	11,497,115	11,714,410	11,935,812	12,161,399	12,391,250	12,625,444	12,864,065	13,107,196
Rental income	644,000	714,952	728,536	742,378	756,483	770,857	785,503	800,427	815,636	831,133	846,924
Interest received	2,029,000	1,781,500	1,820,975	1,861,481	1,903,053	1,945,724	1,989,532	2,034,514	2,080,710	2,128,160	2,176,908
Recoverable works and sales revenue	7,000,000	6,083,513	6,198,491	6,315,643	6,435,009	6,556,630	6,680,551	6,806,813	6,935,462	7,066,542	7,200,100
Other income	2,394,000	3,861,260	3,934,238	4,008,595	4,084,357	4,161,552	4,240,205	4,320,345	4,401,999	4,485,197	4,569,967
Grants, subsidies, contributions and donations	18,926,000	19,736,477	20,128,900	20,529,128	20,937,316	21,353,622	21,778,208	22,211,239	22,652,881	23,103,308	23,562,693
Total operating revenue	73,531,000	76,766,313	79,284,764	80,811,970	82,367,675	83,952,363	85,566,524	87,210,652	88,885,251	90,590,825	92,327,888
Capital revenue											
Government subsidies and grants—capital	11,039,000	21,699,664	4,835,000	4,765,000	4,095,000	4,200,000	4,200,000	4,200,000	4,200,000	4,200,000	4,200,000
Contributions—capital	13,786,000	24,402,769	-	-	-	-	-	-	-	-	-
Developer Contribution/Infrastructure Charges	85,000	69,285	70,594	71,929	73,288	74,673	76,085	77,523	78,988	80,481	82,002
Other capital revenue/(Expenses)	93,000	-	-	-	-	-	-	-	-	-	-
Grants, subsidies, contributions and donations	25,003,000	46,171,718	4,905,594	4,836,929	4,168,288	4,274,673	4,276,085	4,277,523	4,278,988	4,280,481	4,282,002
Total revenue	98,534,000	122,938,031	84,190,358	85,648,899	86,535,964	88,227,037	89,842,608	91,488,175	93,164,238	94,871,306	96,609,889
Expenses											
Operating expenses											
Employee benefits	28,924,000	28,355,104	28,990,632	29,640,413	30,304,765	30,984,018	31,678,503	32,388,565	33,114,551	33,856,820	34,615,736
Materials and services	27,846,000	30,079,892	30,051,410	30,622,386	31,204,212	31,797,092	32,401,236	33,016,860	33,644,180	34,283,420	34,934,805
Finance costs	597,000	770,706	684,833	612,074	556,380	497,572	435,459	382,321	347,682	311,645	274,152
Depreciation and amortisation	20,718,000	20,081,431	20,307,475	20,568,308	20,831,246	21,051,293	21,323,073	21,557,036	21,795,218	22,062,298	22,322,760
Total operating expenses	78,085,000	79,287,134	80,014,350	81,443,181	82,896,603	84,329,974	85,838,271	87,344,782	88,901,631	90,514,182	92,147,452

Other capital expenses	10,917,000	-	-	-	-	-	-	-	-	-	-
Net result	9,532,000	43,650,897	4,176,008	4,205,718	3,639,361	3,897,063	4,004,337	4,143,393	4,262,607	4,357,124	4,462,437
Operating result											
Operating revenue	73,531,000	76,766,313	79,284,764	80,811,970	82,367,675	83,952,363	85,566,524	87,210,652	88,885,251	90,590,825	92,327,888
Operating expenses	78,085,000	79,287,134	80,014,350	81,443,181	82,896,603	84,329,974	85,838,271	87,344,782	88,901,631	90,514,182	92,147,452
Operating result	(4,554,000)	(2,520,821)	(729,586)	(631,211)	(528,928)	(377,611)	(271,748)	(134,129)	(16,381)	76,643	180,435

Maranoa Regional Council
Statement of Changes in Equity

	Jun-18 Actual	Jun-19 Revised Budget	Jun-20F	Jun-21F	Jun-22F	Jun-23F	Jun-24F	Jun-25F	Jun-26F	Jun-27F	Jun-28F
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Asset revaluation surplus											
Opening balance	195,983,000	283,169,000	283,253,251	283,337,981	283,423,155	283,508,796	283,594,693	283,681,392	283,768,283	283,855,481	283,943,235
Net result	na	na	na	na	na	na	na	na	na	na	na
Increase in asset revaluation surplus	87,186,000	84,251	84,730	85,174	85,641	85,896	86,699	86,891	87,198	87,755	88,042
Closing balance	283,169,000	283,253,251	283,337,981	283,423,155	283,508,796	283,594,693	283,681,392	283,768,283	283,855,481	283,943,235	284,031,277
Retained surplus											
Opening balance	537,973,000	547,505,000	591,155,897	595,331,905	599,537,623	603,176,984	607,074,046	611,078,383	615,221,777	619,484,384	623,841,507
Net result	9,532,000	43,650,897	4,176,008	4,205,718	3,639,361	3,897,063	4,004,337	4,143,393	4,262,607	4,357,124	4,462,437
Increase in asset revaluation surplus	na	na	na	na	na	na	na	na	na	na	na
Closing balance	547,505,000	591,155,897	595,331,905	599,537,623	603,176,984	607,074,046	611,078,383	615,221,777	619,484,384	623,841,507	628,303,945
Total											
Opening balance	733,956,000	830,674,000	874,409,148	878,669,886	882,960,778	886,685,780	890,668,739	894,759,775	898,990,059	903,339,864	907,784,743
Net result	9,532,000	43,650,897	4,176,008	4,205,718	3,639,361	3,897,063	4,004,337	4,143,393	4,262,607	4,357,124	4,462,437
Increase in asset revaluation surplus	87,186,000	84,251	84,730	85,174	85,641	85,896	86,699	86,891	87,198	87,755	88,042
Closing balance	830,674,000	874,409,148	878,669,886	882,960,778	886,685,780	890,668,739	894,759,775	898,990,059	903,339,864	907,784,743	912,335,222

Revenue Policy 2018/19

Local Government Regulation 2012

Section 169 – Preparation and content of budget

- (2) *The budget must also include—*
(c) *a revenue policy.*

Revenue Policy 2018/19

Purpose

To comply with the requirements of Chapter 4, Part 1 and Part 2 of the *Local Government Act 2009* and Section 169 (2) (c) and Section 193 of the *Local Government Regulation 2012* by setting out:

- (a) the principles which Council will apply during the 2018/19 financial year for:
 - levying rates and charges;
 - granting concessions for rates and charges;
 - the recovery of unpaid rates and charges;
 - cost-recovery fees and methods;
- (b) the purpose of the concessions; and
- (c) the extent to which physical and social infrastructure costs for a new development are to be funded by charges for the development.

Scope

The Revenue Policy applies to revenue raised by rates, utility charges and fees and charges.

This policy applies to the making, levying, recovery and concessions for rates and utility charges and the setting of regulatory and commercial fees and charges for Council.

Definitions

Council	Maranoa Regional Council
Act	<i>Local Government Act 2009</i>
Pensioner	a person who is the holder of a pensioner concession card issued by the department of the Commonwealth responsible for administering the <i>Social Security Act 1991</i> (Cwlth) or the <i>Veterans' Entitlement Act 1986</i> (Cwlth).
Regulation	<i>Local Government Regulation 2012</i>

All other definitions are as per the *Local Government Act 2009* and the *Local Government Regulation 2012*.

1. Details

1.1 Introduction

In accordance with the provisions of the *Local Government Act 2009* and *Local Government Regulation 2012*, Council is required to prepare and adopt by resolution a Revenue Policy.

Council's Revenue Policy is based on the following principles:

- (a) Fairness & Equity – by ensuring the consistent application of lawful rating and charging principles without bias;
- (b) Transparency - by communicating the Council's charging processes and each ratepayer's responsibility under the rating system;

- (c) Efficiency - by having a rating regime that is cost effective to administer;

- (d) Sustainability – to support the financial strategies for the delivery of infrastructure and services identified in Council's short, medium and long term planning.
- (e) Flexibility within agreed parameters - by providing payment arrangements to assist ratepayers in meeting their rate commitments

Council will apply these principles when:

- Making rates and charges;
- Levying rates and charges;
- Recovering rates and charges;
- Granting and administering rates and charges concessions;
- Charging for local government services and facilities;
- Charging for business activities (subject to the National Competition Policy);
- Funding Council infrastructure.

1.2 Making and Levying of Rates and Charges

Council's application of the above principles in making and levying of Rates and Charges for the 2018/19 financial year are detailed as follows:

1.2.1 General Rates

General rates are set each year to assist Council in raising sufficient revenue to provide services to the community (exclusive of water, sewerage and cleansing/waste management utilities).

Council recognises that different categories of land use will generate different needs and requirements for Council services and facilities. Council also recognises that it will incur a different level of resources expenditure to provide the necessary services and facilities and therefore has opted for a system of differential General Rating to meet its needs.

1.2.1.1 Differential General Rates

Council considers that the use of differential general rates allows the following factors to be taken into account in determining how the general rate revenue is to be raised which would not be possible if only one general rate were adopted:

- (a) the relative effects of various land uses on the requirements for, level of, and the cost of providing Council facilities and services;
- (b) movements and variations in the Unimproved Capital Value (UCV) both within categories and between categories of land use which affect the level of rates and issues such as 'fairness' and 'equity';
- (c) location and access to services; and
- (d) amount of the Unimproved Capital Value (UCV) and the rate payable.

To ensure that owners of land across all differential categories contribute equitably to the cost of common services, Council will apply a minimum rate to each differential rating category.

1.2.2 Utility Charges – Water, Sewerage and Waste Management Services

In general, Council will be guided by the principle of user pays in the making of charges that relate to the provision of water, sewerage and waste management services.

Wherever possible, those receiving the benefits of a utility service will pay for the service received through the relevant utility charge. Council will annually review its utility charges and other fees for service to ensure that revenues are meeting intended program goals and are keeping pace with the cost of providing the service.

1.2.3 Special and Separate Rates and Charges

Council may consider levying special and separate rates and charges when appropriate, to recover the costs associated with a particular service, project or facility that provides direct or additional benefit to the ratepayers or class of ratepayer.

1.3 Granting of Rebates and Concessions

1.3.1 Guiding Principles

In accordance with Chapter 4 Part 10 of the *Local Government Regulation 2012* Council may grant a concession for rates and charges. In exercising these concession powers Council will be guided by the principles of equity and transparency by:

- Applying the same treatment to ratepayers with similar circumstances;
- Making clear the requirements necessary to receive concessions;

Consideration may be given by Council to granting a class concession in the event that all or part of the local government area is declared a natural disaster area by the State Government.

1.3.2 The Purpose of Concessions

In accordance with Section 120 (1) of the *Local Government Regulation 2012*, Council may grant a concession in 2018/19 for the owner categories, or in some circumstances occupier categories, and properties used for the listed purposes.

(a) Pensioner Concession

Eligible pensioners as defined in Schedule 8 of the *Local Government Regulation 2012* may be granted a concession on general rates.

(b) Non-Profit Community Organisation Concession

In accordance with Section 120 (1) (b) of the *Local Government Regulation 2012*, a concession may be granted if Council is satisfied that the land is used for community purposes and is operated on a not-for-profit basis.

The purpose of these concessions is to encourage and support not-for-profit and charitable organisations where the land use is considered to contribute to the health and well being of the community and the social enrichment of residents.

(c) Hardship Concession

Council may grant a concession where it can demonstrate that the payment of the rates or charges will cause extreme hardship to the land owner.

(d) Other Concessions

Council will receive and consider applications from ratepayers where Council is satisfied that the application meets the eligibility criteria as provided for in Section 120 (1) of the *Local Government Regulation 2012*. Applications for concessions under this section will be considered and determined by Council on a case by case basis.

1.4 Recovery of Unpaid Amounts of Rates and Charges

Council will exercise its rates recovery powers pursuant to the provisions of Chapter 4 Part 12 of the *Local Government Regulation 2012* in order to reduce the overall rate burden on ratepayers, and will be guided by the principles of:

- Fairness & Equity - by treating all ratepayers in similar circumstances in the same manner; and by making every attempt to follow-up on outstanding rates and charges prior to taking legal action;
- Transparency – by making clear the obligations of ratepayers and the processes used by Council in assisting them meet their obligations;
- Efficiency – by making the process used to recover outstanding rates and charges simple to administer and cost-effective.
- Flexibility – by providing ratepayers with a number of options to meet their rate obligations.

1.5. Charges for Local Government Services and Facilities

With the exception of fees and charges associated with Council's Business Activities, there are broadly two types of fees and charges:

1.5.1 Cost Recovery ('Regulatory') Fees and Charges (s97 of the Local Government Act 2009)

These are fees under a local law or a resolution, which involve:

- (a) an application for the issue or renewal of a licence, permit, registration or other approval under a Local Government Act (an application fee); or
- (b) recording a change of ownership of land; or
- (c) giving information kept under a Local Government Act;

A cost recovery fee must not be more than the cost to Council of taking the action for which the fee is charged.

Whilst Council notes that, pursuant to Section 97 of the Local Government Act 2009, it may introduce a tax component into a regulatory fee in order to achieve a social or other objective, it is not Council's intention to encompass a tax in any regulatory fee.

Accordingly, Council will not recover more than the cost of administering the regulatory regime.

1.5.2 Other ('Commercial') Fees & Charges

Council will apply, as a minimum and as far as practicable, the principle of full cost recovery (including overheads) in setting charges for services and facilities, including community or non-profit organisations.

Council may give consideration to charging at less than the full cost of the service / facility when it considers it appropriate to do so in order to achieve social, economic or environmental goals.

When the service or facility supplied is of a commercial nature, then Council will give consideration to including a 'return on investment' element in the charge. Such consideration will be made on a case by case basis.

1.6 Fees & Charges for Business Activities (Subject to National Competition Policy)

In setting charges for a business under National Competition Policy reforms, Council's pricing strategy will apply full cost pricing principles whilst also meeting other economic, efficiency and social objectives. Full cost pricing means that on average, prices should fully recover all the relevant costs of supplying a product or service including:

- (a) direct costs;
- (b) indirect non-capital costs;
- (c) capital costs (includes return on capital, interest payments, debt guarantee fees and return of capital (depreciation));
- (d) tax equivalent adjustments; and
- (e) other competitive neutrality adjustments.

Council may decide to apply charges at less than full cost pricing in order to achieve social, economic, environmental or other objective. In making any such decision the reason for the decision will be clearly set out in the resolution together with the estimated amount of revenue to be foregone in the subject year.

When any such decision is applied to a Commercialised Business Unit, the direction to the Commercialised Business Unit will be recognised as a 'community service obligation' and a subsidy shall be paid to the Commercialised Business Unit and that subsidy shall be recognised in the accounts of the Commercialised Business Unit.

1.7 Funding of New Development

To minimise the impact of physical and social infrastructure charges on the efficiency of the local economy, Council will be guided by the principle of user pays in the making of physical and social infrastructure charges for new development, to the extent permissible by law. Council may depart from applying this principle if it is determined by Council that it is in the community interest to do so.

Special Provisions

N/A

Related Policies and Legislation

Local Government Act 2009
Local Government Regulation 2012

Associated Documents

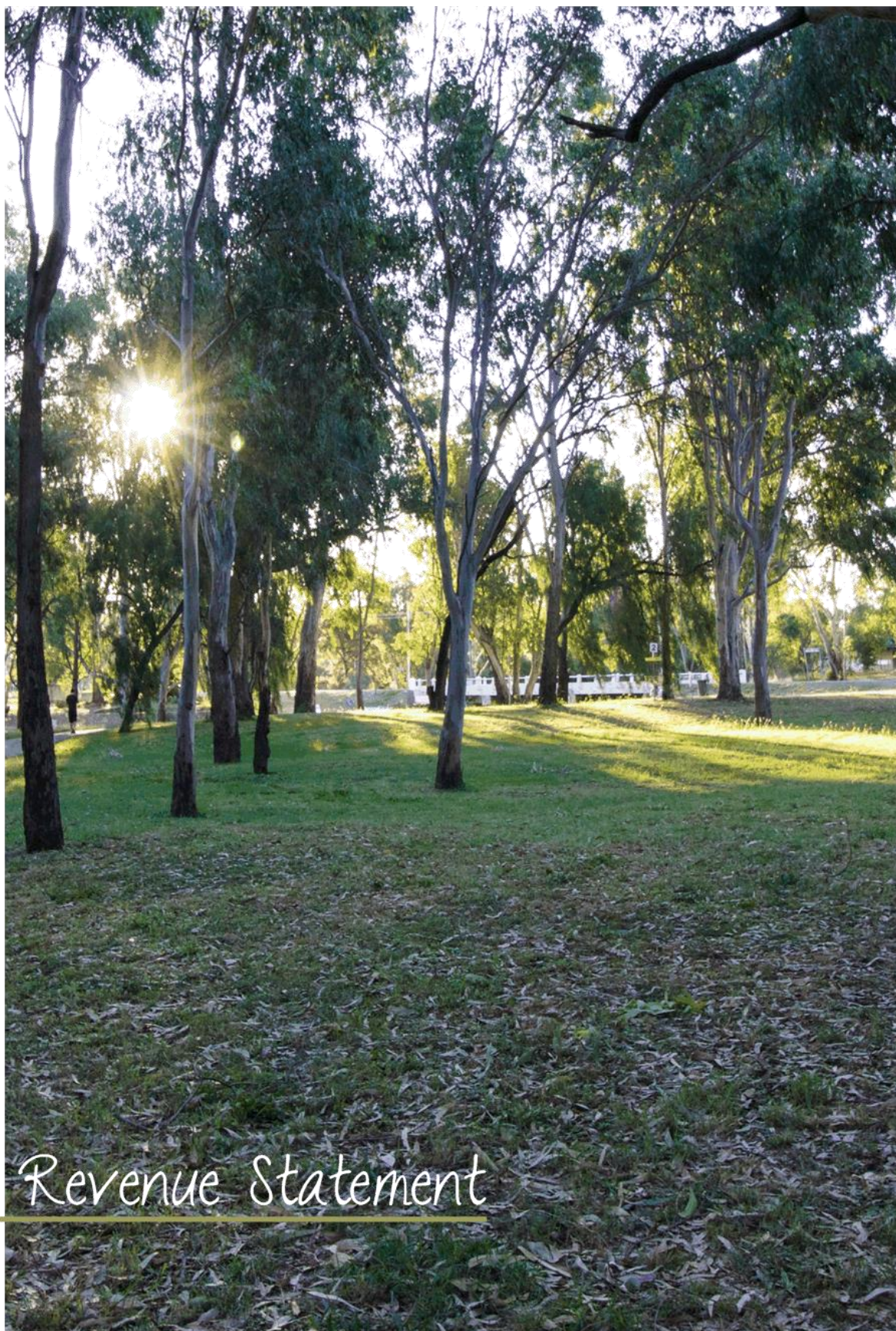
Revenue Statement 2018/19
Community Organisations Rates & Charges Rebates
& Concessions Fees and Charges Register 2018/19

Revenue Statement 2018/19

Local Government Regulation 2012

Section 169 – Preparation and content of budget

- (2) *The budget must also include—*
(b) *a revenue statement; and*



1. PURPOSE

In accordance with the Revenue Policy, Section 104 (5) (a) (iv) of the *Local Government Act 2009*, and Section 169 (2) (b) and Section 172 of the *Local Government Regulation 2012*, this Revenue Statement inclusive of Attachment 1 (Supplementary Information) & Attachment 2 has been developed to outline:

- the rates and charges that will be levied in the 2018/19 financial year;
- the differential general rating categories which will be levied;
- a description of each rating category;
- special rates and charges that will be applied;
- concessions that will be granted for rates and charges;
- criteria for cost-recovery fees; and
- criteria used to determine charges for business activities.

Council will apply the principles set out in the Revenue Policy when making and levying rates and charges, granting concessions and recovering unpaid amounts.

2. OTHER ASSOCIATED DOCUMENTS

- Revenue Policy 2018/19
- Pensioner Rate Concession Policy (as amended from time to time)
- Debt Recovery Policy (as amended from time to time).

3. ADMINISTRATION

3.1 ISSUE OF RATES

Rates and charges will be levied half yearly by a notice generally issued in August or September and February or March each financial year.

3.2 PAYMENT PERIOD

All rates and charges referred to in this policy shall be levied and payable within thirty (30) clear calendar days after the notice has been issued, except where otherwise determined by Council.

3.3 PROMPT PAYMENT DISCOUNT

Discount at the rate of five percent (5%) will be allowed on general rates only provided the full amount of all rates and charges including arrears and interest to the date of payment, less any discount entitlement, is paid on or before the due date.

3.4 INTEREST ON ARREARS

All rates and charges become overdue if they remain unpaid on the day after the due date for payment which is 30 clear days from the date of issue. Rates and charges which remain outstanding for sixty (60) days after the date of issue will incur interest (pursuant to Section 133 of the *Local Government Regulation 2012*) at a rate of eleven per cent (11%) per annum compounding on daily balances. The rate of interest will be determined annually by Council resolution.

Interest will similarly apply to all overdue rates where a concession has been granted pursuant to any other Council policy or provision of the Act or Regulation, including concessions under Section 1.3.2 of the Revenue Policy except where otherwise provided.

3.5 PAYMENT ARRANGEMENTS - RATES & CHARGES PAYABLE

Council may enter into an arrangement to pay rates and charges by way of a payment schedule. Payment arrangements will include a premium equal to the amount of interest which would have been charged (11% - Refer 3.4) if the arrangement had not been entered into. Council may approve a waiver of the premium, provided that the specified conditions of the arrangement are met and all outstanding rates and charges are fully paid by the end of the current financial year. Requests for Payment

Arrangements are by application if the rates and charges will be fully paid by the end of the current financial year. In circumstances where the request extends beyond the current financial year, this will be the subject of a separate report to Council for consideration.

3.6 PAYMENTS IN ADVANCE (LUMP SUM OR BY SEPARATE AMOUNTS)

Council offers ratepayers the opportunity to pre-pay rates either as a lump sum or through a regular payment plan. The latter has the effect of breaking up an estimate of the annual rates amount into smaller, more manageable amounts. The aim is to pay all of the rates off before the end of the discount period.

Interest is not payable on any credit balances held.
(GM.443.12)

3.7 RECOVERY OF UNPAID RATES & CHARGES

Council requires payment of rates and charges within thirty (30) calendar days from date of issue and has an obligation to diligently recover overdue rates and charges. In exercising its recovery powers, Council will be guided by the principles as set out in the Revenue Policy and shall apply the rates and charges recovery process as outlined in Debt Recovery Policy (as amended from time to time).

4. GENERAL RATES

Council makes and levies differential general rates with properties identified using category descriptions, and land use codes as supplied by the Department of Natural Resources, Mines and Energy (included in Attachment 2). In the 2018/19 financial year Council will use the differential general rate categories detailed in Table 1 in Attachment 1.

The rate in the dollar and minimum general rate for each rating category is set out in Table 1 in Section 5 over the page.

5. MINIMUM GENERAL RATE LEVY

Within each differential rating category a minimum general rate has been applied to ensure that all owners contribute a minimum equitable amount towards Council's general revenue requirements. **Table 1 – Differential General Rates** details the minimum general rate which has been applied to each differential rating category.

TABLE 1 – DIFFERENTIAL GENERAL RATES				
Category		Rate in the Dollar \$	Minimum General Rate	Capped Percentage
1.	Residential A	0.020214262	\$615.00	10%
2.	Residential B	0.019203550	\$808.56	10%
3.	Residential C	0.015160696	\$1,344.24	10%
4.	Residential D	0.012128558	\$3,032.14	10%
5.	Large Housesite & Small Rural & Rural Residential A	0.020214262	\$615.00	10%
6.	Large Housesite & Small Rural & Rural Residential B	0.017182122	\$808.56	10%
7.	Large Housesite & Small Rural & Rural Residential C	0.010612488	\$1,202.74	10%
8.	Large Housesite & Small Rural & Rural Residential D	0.009601774	\$2,122.50	10%
9.	Commercial & Industrial	0.019843674	\$730.12	25%
10.	Caravan Parks	0.009921836	\$730.12	Not Capped
11.	Shopping Centre (> 2,500sqm)	0.029765510	\$73,339.28	Not Capped
12.	Transformers	0.019843674	\$730.12	Not Capped
13.	Extractive Industry/Waste Processing, Recycling or Disposal A (< = 5,000 tpa, < = 1 ha)	0.006070566	\$766.62	5%
14.	Extractive Industry/Waste Processing, Recycling or Disposal B (5,001 – 20,000 tpa)	0.006070566	\$1,312.50	5%
15.	Extractive Industry/Waste Processing, Recycling or Disposal C (20,001 – 50,000 tpa)	0.006070566	\$5,250.00	5%
16.	Extractive Industry/Waste Processing, Recycling or Disposal D (50,001 – 100,000 tpa)	0.006070566	\$10,500.00	5%
17.	Extractive Industry/Waste Processing, Recycling or Disposal E (100,001 – 200,000 tpa)	0.006070566	\$21,000.00	5%
18.	Extractive Industry/Waste Processing, Recycling or Disposal F (200,001 – 500,000 tpa)	0.006070566	\$31,500.00	5%
19.	Extractive Industry/Waste Processing, Recycling or Disposal G (>500,000 tpa)	0.006070566	\$63,000.00	5%
20.	Extractive Industry/Waste Processing, Recycling or Disposal H (1 ha – 50 ha, tonnage unknown)	0.006070566	\$5,250.00	5%
21.	Extractive Industry/Waste Processing, Recycling or Disposal I (> 50 ha, tonnage unknown)	0.006070566	\$21,000.00	5%
22.	Refinery	20.350515522	\$192,544.00	Not Capped
23.	Petroleum Leases A (< = 10,000 ha)	0.581226284	\$48,090.48	Not Capped
24.	Petroleum Leases B (10,001 ha - 20,000 ha)	0.495758542	\$91,675.74	Not Capped
25.	Petroleum Leases C (> 20,000 ha)	0.440125248	\$130,965.36	Not Capped
26.	Other Gas & Oil A (< = 6 ha)	0.367750736	\$11,100.62	Not Capped
27.	Other Gas & Oil B (> 6 ha - 1,000 ha)	0.490334314	\$17,706.50	Not Capped
28.	Other Gas & Oil C (> 1,000 ha)	0.594763848	\$43,585.26	Not Capped
29.	Accommodation Work Camps D (1 - 10)	0.051831442	\$1,858.50	Not Capped
30.	Accommodation Work Camps E (11 - 50)	0.071834902	\$11,151.00	Not Capped
31.	Accommodation Work Camps F (51 - 150)	0.035186004	\$37,170.00	Not Capped
32.	Accommodation Work Camps G (151 - 250)	0.155494328	\$74,340.00	Not Capped

TABLE 1 – DIFFERENTIAL GENERAL RATES

Category		Rate in the Dollar \$	Minimum General Rate	Capped Percentage
33.	Large Accommodation Work Camps in Urban Area A (251 - 500)	0.155494328	\$139,387.50	Not Capped
34.	Large Accommodation Work Camps in Urban Area B (501 - 750)	0.155494328	\$232,312.50	Not Capped
35.	Large Accommodation Work Camps in Urban Area C (> 750)	0.155494328	\$371,700.00	Not Capped
36.	Large Accommodation Work Camps A (251 - 500)	0.214992840	\$139,387.50	Not Capped
37.	Large Accommodation Work Camps B (501 - 750)	0.276229058	\$232,312.50	Not Capped
38.	Large Accommodation Work Camps C (> 750)	0.433981532	\$371,700.00	Not Capped
39.	Rural > = 80ha	0.006070566	\$743.92	5%
40.	Rural > = 20ha - < 80ha	0.006070566	\$615.00	5%
41.	Intensive Animal Industry (1,000 - 1,999 SCU)	0.006070566	\$1,528.34	5%
42.	Intensive Animal Industry (2,000 - 2,999 SCU)	0.006070566	\$3,056.70	5%
43.	Intensive Animal Industry (3,000 - 3,999 SCU)	0.006070566	\$4,585.04	5%
44.	Intensive Animal Industry (4,000 - 4,999 SCU)	0.006070566	\$6,113.40	5%
45.	Intensive Animal Industry (5,000 - 7,499 SCU)	0.006070566	\$7,641.74	5%
46.	Intensive Animal Industry (7,500 - 9,999 SCU)	0.006070566	\$11,462.62	5%
47.	Intensive Animal Industry (10,000 - 14,999 SCU)	0.006070566	\$15,283.50	5%
48.	Intensive Animal Industry (15,000 -19,999 SCU)	0.006070566	\$22,925.24	5%
49.	Intensive Animal Industry (> = 20,000 SCU)	0.006070566	\$30,567.00	5%
50.	Pump Sites & Bores	0.006070566	\$324.82	5%
51.	Community Purposes (not for profit)	0.004154868	\$586.38	25%
52.	Other Land (not categorised elsewhere)	0.019843674	\$730.12	0%
53.	Solar Farm 1MW to < 10MW	0.006070566	\$3,500.00	Not Capped
54.	Solar Farm 10MW to < 20MW	0.006070566	\$10,500.00	Not Capped
55.	Solar Farm 20MW to < 40MW	0.006070566	\$21,000.00	Not Capped
56.	Solar Farm 40MW to < 60MW	0.006070566	\$35,000.00	Not Capped
57.	Solar Farm 60MW to < 100MW	0.006070566	\$56,000.00	Not Capped
58.	Solar Farm 100MW to < 200MW	0.006070566	\$105,000.00	Not Capped
59.	Solar Farm 200MW to < 300MW	0.006070566	\$175,000.00	Not Capped
60.	Solar Farm 300MW to < 400MW	0.006070566	\$245,000.00	Not Capped
61.	Solar Farm 400MW to < 500MW	0.006070566	\$315,000.00	Not Capped
62.	Solar Farm > = 500MW	0.006070566	\$385,000.00	Not Capped

6. LIMITATION OF INCREASE IN THE DIFFERENTIAL GENERAL RATE

Council will limit increases in differential general rates levied in the previous year to a maximum stated percentage for those differential rating categories identified in Table 1 – Differential General Rates, provided that a limit on any increase will not apply to rateable land where –

- (a) There has been a change in valuation (other than the revaluation of the entire local government area) during the current or previous financial year; or
- (b) There has been a change in land area during the current or previous financial year unless that change is the result of the Council or a State Government entity acquiring (by agreement or compulsory acquisition) part of a parent parcel, thus creating a new rateable assessment, (the original parcel less the part acquired) in which case a limit on any increase will continue to apply to the new rateable assessment; or
- (c) A discounted valuation under Chapter 2, (Section 50) of the *Land Valuation Act 2010* has ceased; or
- (d) There has been a change in the differential rating category during the 2018/19 financial year; or
- (e) The rating category of the land in 2017/18 financial year, changes in the 2018/19 financial year.

For land on which the rate levied for the previous financial year was for a period less than the full year, the differential general rate for the previous year will be annualised and the limitation applied to the annualised amount in accordance with Section 116(2)(b)(ii) of the *Local Government Regulation 2012*.

7. GENERAL RATES EXEMPTION

Section 93 of the *Local Government Act 2009* and Section 73 of the *Local Government Regulation 2012* detail land which is exempt from rating. In applying these exemptions Council will be guided by the principles outlined in the Revenue Policy and shall raise the awareness of target groups that may qualify for these exemptions.

8. WASTE MANAGEMENT UTILITY CHARGES

Waste management charges are levied on a bi-annual basis each financial year and are levied on all premises where Council's agent is prepared to provide a refuse collection service. A minimum of one charge will be made and levied on each separate occupancy and such a charge shall apply whether or not a service is rendered.

In accordance with Section 94 of the *Local Government Act 2009*, and Section 99 of the *Local Government Regulation 2012*, Council will levy waste management utility charges, for the supply of waste management services (including the collection, removal, storage and disposal of general waste) by the Council, as detailed in Table 2 – Waste Management Utility Charges.

Table 2 - Waste Management Utility Charges

Service Level	2018/19 Charge
Wheelie Bin Service per weekly collection service	
240 Litre wheelie bin	\$254.30
each additional 240 Litre wheelie bin	\$254.30
Wheelie Bin Service twice weekly collection service	
240 Litre wheelie bin	\$508.60

Industrial Bin Service	
Industrial Bin (1/2 size bin) – 1 weekly collection	\$450.24
Industrial Bin – 1 weekly collection	\$900.48
Industrial Bin – 2 weekly collection	\$1,800.96
Industrial Bin – 3 weekly collection	\$2,701.44
Industrial Bin – 1 fortnightly collection	\$450.24

Waste management charges are levied on a bi-annual basis each financial year and are levied on all premises where Council's agent is prepared to provide a refuse collection service. A minimum of one charge will be made and levied on each separate occupancy and such a charge shall apply whether or not a service is rendered.

9. SEWERAGE UTILITY CHARGES

An annual sewerage utility charge will be levied on properties, connected and non-connected, within defined sewerage areas (i.e. within 100 metres of a Council sewer main and which Council considers capable of being connected to the sewerage system) as set out in Table 3 – Sewerage Utility Charges. Criteria for applying the sewerage utility charge is detailed in Attachment 1 – Administration, Differential General Rates & Utility Charges.

Table 3 – Sewerage Utility Charges

Service Level	2018/19 Charge
Pedestal Charge per property	
Vacant Land	\$208.48
Urinal (600mm) (1) (3)	\$416.96
Urinal (1200mm) = (1st Pedestal + 2nd Pedestal)	\$778.36
Urinal (> 1200mm) additional rate per 600mm	\$319.68
1st Pedestal	\$416.96
2nd Pedestal	\$361.40
Additional Pedestals (per pedestal)	\$319.68
Government Pedestals	\$569.88
Other Services	
Trade Waste (2)	\$479.48

(1) 1 Urinal (600 mm) or part thereof = 1 pedestal. For each additional 600mm as per pedestal charge rates.

(2) Trade Waste is liquid waste produced by industry, business, trade or manufacturing premises, other than domestic sewage, illegal substances and stormwater.

(3) Wall Hung Urinals (or part thereof) = 1 pedestal charge

10. WATER UTILITY CHARGES

10.1 Metered Potable Water Utility Charges

Council will levy water charges on all properties, connected and non-connected, within the defined water reticulation service areas of Roma, Injune, Wallumbilla, Jackson, Yuleba, Muckadilla, Mitchell, Surat, Amby and Mungallala. Defined water reticulation service area being within 100 metres of a Council water main and which Council considers capable of being connected to the water system.

For the period 1 July 2018 to 30 June 2019, the basis of the water charges for those properties capable of accessing a water service will comprise of:

- (a) A water access infrastructure charge; and
- (b) A charge for each kilolitre of water used (consumed).

Water access and usage charges will be levied twice yearly.

10.1.1 Metered Potable Water Access Infrastructure Charge

The metered potable water access infrastructure charge is determined according to the water meter size(s) servicing the premises as set out in Table 4 – Metered Potable Water Access Infrastructure Charge.

Table 4 – Metered Potable Water Access Infrastructure Charge	
Description	2018/19 Charge
Vacant (i.e. No connection)	\$231.96
20mm meter connection	\$463.90
25mm meter connection	\$723.68
30mm meter connection	\$1,043.80
40mm meter connection	\$1,855.64
50mm meter connection	\$2,899.44
60mm meter connection	\$4,175.20
70mm meter connection	\$5,655.34
80mm meter connection	\$7,422.58
90mm meter connection	\$9,348.62
100mm meter connection	\$11,597.80
150mm meter connection	\$14,497.24

New water connections will be charged in accordance with fees set out in Council's Register of Regulatory Fees and Commercial Charges.

Water meters used solely and/or exclusively for a Fire Service will be free of access charge.

10.1.2 Metered Potable Water Usage Charge

i) Charge

The per kilolitre usage charge for all users connected to the water supply system in each of the nominated towns will be 89 cents per kilolitre (1,000 litres).

ii) Reading Periods

Readings for the purpose of calculating water usage charges are conducted twice yearly. Water usage charges will be levied during each half-yearly period based on the amount of water usage since the previous billing period. Council reserves the right to read and levy water usage at intervals other than half yearly for specific connections as required.

For the 2018/19 financial year, the first billing period will comprise usage for the period 1 June 2018 to 30 November 2018 (with readings to occur no greater than 14 days prior to or post 1 June 2018 and 30 November 2018).

For the 2018/19 financial year, the second billing period will comprise usage for the period 1 December 2018 to 31 May 2019

(with readings to occur no greater than 14 days prior to or post 1 December 2018 and 31 May 2019).

10.2 Unmetered Potable Water Service Charge

An unmetered potable water service will be charged at a rate determined by Council as per Table 5 – Unmetered Potable Water Service Charge.

Table 5 – Unmetered Potable Water Service Charge		
Classification (Areas shown below are total building "Floor Areas")	Estimated average water usage of the consumers within group (kL)	2018/19 Charge
Commercial, Industrial		
0 - 833.91 m ²	750	\$701.44
833.92 - 1,633.91 m ²	1,242	\$1,161.76
Every 100 m ² over 1,633.91 m ²	58	\$54.80
Laundries, Butchers, Bakers, Garages		
0 - 200 m ²	750	\$701.44
201 - 400 m ²	1,406	\$1,315.20
401 - 1,600 m ²	1,828	\$1,709.76
Public Halls, Public Theatres, Meeting Places, Community Clubs & Associations		
0 - 200 m ²	433	\$405.52
201 - 600 m ²	843	\$789.12
Hotels		
Hotels	2,625	\$2,455.04
Bowls Clubs, Golf Clubs		
Bowls Club	1,875	\$1,753.60
Golf Club	1,875	\$1,753.60
Places of Worship		
Churches	433	\$405.52

10.3 Unmetered Non-Potable Water Charge - Surat

An unmetered non-potable (raw) water service in Surat will be charged at a rate determined by Council as per Table 6 – Unmetered Non-Potable Water Service Charge.

Table 6 – Unmetered Non-Potable Water Charge - Surat			
Classification	Unit	Estimated average water usage of the consumers within group (kL)	2018/19 Charge
Vacant land water supply connection	1	222	\$330.96

Table 6 – Unmetered Non-Potable Water Charge - Surat

Classification	Unit	Estimated average water usage of the consumers within group (kL)	2018/19 Charge
Private residences, Flats, CWA Hostel, Picture Theatre, Public Halls, Fire Brigade, Sawmill, Racecourse, Wild Game Boxes, Housing Commission and Government Residences, Business Premises in separate occupation or tenancy and not connected to private residence or flat.	1	222	\$330.96
Rural Properties including Dairy, "Dunwaitin" and "Rewfarm"	1	222	\$330.96
Private residence / flat with one business	1.5	333	\$496.44
Court House, Caravan Park, Cafe and Residence, Golf Club, Private Residences with two businesses, Industrial Estate, Macropod Processing Plants, Slaughter House	2	444	\$ 661.92
Bowls Club, Cobb & Co Country Motel Surat	3	666	\$992.88
Royal Hotel/Motel, Warroona Retirement Village, Hospital	4	888	\$1,323.84
State/Pre-School	7	1,554	\$2,316.72

10.4 Vacant Potable Water (Not Connected) Surat

The vacant potable water access infrastructure charge of \$231.96 will be levied on each individual land parcel, within the defined water service areas (i.e. within 100 metres of a Council water main and which Council considers capable of being connected to the potable water network) based on the following criteria:

- (i) Vacant and non-metered lands situated in a water area and not serviced with a water connection are levied a vacant water access charge of \$231.96.
- (ii) Where multiple lots are included on one assessment a water access charge will apply for each lot. Example - a house and vacant lot together, 2 water access infrastructure charges will apply.
- (iii) Where a single dwelling is situated across two or more adjoining lots and are included on one Rate Assessment, Council will treat those lots on which the footprint of the building sits as if they were a single lot, and will levy one water access charge.

Council may elect to not levy water access charges against vacant land that is effectively incapable of further development or improvement.

The owner of the land shall be responsible for demonstrating to Council an entitlement to an exemption from the water access charge.

Any rate adjustment will only take effect from the commencement of the rating period in which the application is made and approved by Council.

11. SPECIAL RATES AND CHARGES

11.1 STATE GOVERNMENT PRECEPT SPECIAL RATE

Council has made a special rate (to be known as the "State Government Precept Special Rate") of 0.00025894 cents in the dollar on the unimproved capital value of all rateable land to which the overall plan applies, to fund the cost of the State Government Precept charge, research and 'on-ground' works.

The overall plan for the State Government Precept Special Rate is as follows:

- a. The service, facility or activity for which the plan is made is the cost of the State Government Precept for the Wild Dog Barrier Fence, pest and weed research and 'on-ground' works.
- b. The rateable land to which the special rate applies is all rateable land categorised as Category 39 – Rural, in the 2018/2019 financial year.
- c. The estimated cost of carrying out the overall plan is \$465,056.
- d. The estimated time for carrying out the overall plan is 1 year.

The rateable land or its occupier specially benefits from the service, facility or activity funded by the special rate because it will provide maintenance and renewal of the wild dog barrier fence, and pest and weed research (including 'on-ground' works) which is provided by the Department of Agriculture and Fisheries (DAF) so as to improve the agricultural activities on the land, which will increase productivity for landholders.

11.2 PEST MANAGEMENT SPECIAL RATE

Council has made a special rate to be known as the ("Pest Management Special Rate) of 0.00017536 cents in the dollar on the unimproved capital value of all rateable land to which the overall plan applies, to fund the cost of Pest Management, including pest animals and pest plants, across the Maranoa.

The overall plan for the Pest Management Special Rate is as follows:

- a. The service, facility or activity for which the plan is made is the cost of pest animals and pest plants management across the Maranoa, including meat and factory baits for two coordinated baiting programs and adhoc baiting, wild dog bonus payment for scalps and the treatment of high priority pest plants in accordance with Council's Pest Management Plan.
- b. The rateable land to which the special rate applies is all rateable land categorised as Category 39 – Rural in the 2018/2019 financial year.
- c. The estimated cost of carrying out the activity the subject of the overall plan is \$561,000. The Pest Management Special Rate will levy an estimated \$316,689 towards the total estimated cost of carrying out the activity.
- d. The estimated time for carrying out the overall plan is 1 year.

The rateable land or its occupier specially benefits from the service, facility or activity funded by the special rate because it will provide management of pests, both animal and plant, so as to improve the agricultural activities on the land which will increase productivity for landholders.

11.3 RURAL FIRE BRIGADE SPECIAL CHARGE

Council has made a special charge (to be known as the "Rural Fire Brigade Special Charge") as detailed in the table below on all rateable lands serviced by the rural fire brigades for Amby, Mungallala, Yuleba and Orange Hill, to contribute to the operational costs of fire-fighting and the ongoing provision and maintenance of rural fire-fighting equipment for the rural fire brigades.

Table 7 – Rural Fire Brigade Special Charge

Rural Fire Brigade	2018/19 Charge per Assessment
Amby	\$74.58
Mungallala	\$74.58
Yuleba	\$74.58
Orange Hill	\$50.00

The overall plan for the Rural Fire Brigades Special Charge is as follows:

- i. The service, facility or activity for which the plan is made is to contribute to the operational costs of fire-fighting and the ongoing provision and maintenance of rural fire-fighting equipment for the rural fire brigades that operate throughout the areas of Amby, Mungallala, Yuleba and Orange Hill.
- ii. The rateable land to which the plan applies is all rateable land defined by Queensland Fire and Emergency Services (QFES) – Rural Fire Service as being serviced within each Rural Fire Brigade boundary, as identified in the attached QFES Map for each Brigade (Appendix 7 - 10).
- iii. The estimated cost of carrying out the overall plan is \$20,778.82.
- iv. The estimated time for carrying out the overall plan is 1 year.

The rateable land or its occupier specially benefit from the service, facility or activity funded by the special charge because these local Rural Fire Brigade units respond to emergency (fire) calls.

12. CONCESSIONS

12.1 Pensioner Concession

Council recognises that certain types of pensioners have contributed rates over a period of time and should be afforded a concession to alleviate the impact of rates and charges thereby assisting pensioner property owners to remain in their own homes.

In accordance with Section 120 (1) (a) of the *Local Government Regulation 2012*, Council has adopted a Pensioner Rate Concession Policy that grants pensioners a concession of 50% of the general rate, with a maximum limit of \$307.50 per annum.

Eligibility is based on meeting the requirements to qualify under the State Government Pensioner Rate Subsidy Scheme.

Overdue rates of pensioners subject to this section and policy will bear interest in accordance with Section 3.4 of this Revenue Statement.

Note: This concession is in addition to the Queensland Government's Pensioner Rate Subsidy and further details with respect to eligibility and application of this concession are outlined in Council's Pensioner Rate Concession Policy.

12.2 Non-Profit Community Organisation Concession

A concession is available for general rates and water access charge to certain organisations where the land use is considered to contribute to the social, cultural or sporting welfare of the community in accordance with the Community Organisations – Rates and Charges Rebates and Concessions Policy.

12.3 Hardship Concession

Council recognises that individuals can experience difficulty in meeting their rate commitments and that in some cases it may be appropriate, where genuine financial hardship has been demonstrated, to grant a rates concession to the land owner, for example financial hardship as a result of drought.

Applications for concessions on the grounds of hardship will be considered by Council on a case by case basis. Council may grant eligible applicants a concession by granting the applicant a deferred payment

option and or waiving of interest and or approving a full or partial waiver of rates.

12.4 Other Concessions

Council will receive and consider applications from ratepayers where Council is satisfied that the application meets the eligibility criteria as provided for in Section 120 (1) of the *Local Government Regulation 2012*. Applications for concessions under this section will be considered by Council on a case by case basis.

Council may grant eligible applicants a concession by granting the applicant a deferred payment option or approving a full or partial waiver of rates. If appropriate, Council may also consider offering the applicant a rate payment arrangement option.

13. COST RECOVERY AND OTHER FEES AND CHARGES

It is the intention of Council that, where possible, services provided by Council are fully cost recovered; however, consideration may be given where appropriate to the broad community impact that certain fees and charges may have.

In setting cost recovery and other fees and charges, Council will apply the following criteria to be used in setting the amount of any fee:

- ① Fees associated with cost recovery (regulatory) services will be set at no more than the full cost of providing the service or taking the action for which the fee is charged. Council may choose to subsidise the fee from other sources (e.g. general rate revenue) where Council considers that it would not be reasonable to charge the full cost; and
- ② Charges for commercial services will be set to recover the full cost of providing the service and, if provided by a business unit of Council, may include a component for return on capital.

Council's adopted Fees and Charges include both cost recovery and commercial user pays fees. The cost recovery (regulatory) charges are identified as such in Council's Fees and Charges Schedule and have been determined where appropriate to recover the cost of providing the service.

Council's Fees and Charges Schedule details the fees and charges adopted by Council for the 2018/19 financial year.

14. OTHER STATE GOVERNMENT LEVIES

Maranoa Regional Council will collect, if required, other levies introduced during the 2018/19 financial year on behalf of the State Government.

ATTACHMENT 1 - ADMINISTRATION, DIFFERENTIAL GENERAL RATES & UTILITY CHARGES

PART A – ADMINISTRATION

1.0 DISCOUNT FOR PROMPT PAYMENT

For the purpose of determining eligibility for the prompt payment discount, payment is deemed to be received on or before the due date if receipted at a Council Service Centre, an approved agency, or by electronic means if the payment is recorded in Council's accounts on or before the due date.

Payments made after the due date

It is acknowledged that there are occasions when payment by the due date is not achieved through circumstances beyond the control of the ratepayer. The Local Government Act provides Council with a discretionary power to allow discount in such circumstances.

What will be considered by Council to be beyond a ratepayer's control –

Illness involving hospitalisation and /or incapacitation of the ratepayer at or around the time of the rates being due for discount;

The death or major trauma (accident / life threatening illness / emergency operation) of the ratepayer and/or associated persons (i.e. spouse, children or parents) at or around the time of the rates being due for discount;

The loss of records resulting from factors beyond the ratepayer's control (e.g. fire, flood etc);

An administrative error at the Department of Natural Resources and Mines which resulted in the rates notice being incorrectly addressed by Council;

The return of the rate notice to Council although correctly addressed through no fault or instigation of the ratepayer and beyond the ratepayer's reasonable control;

An administrative error on the part of Council – in this case a discount equivalent to other ratepayers will be provided from the date Council rectifies the error.

What won't be considered by Council to be beyond a ratepayer's control –

Failure of the ratepayer to ensure that Council was given correct notification of the postal address for the service of notices prior to the issue of the rate notices;

Payments made by electronic means (B Pay) on the due date but after the designated, published cut-off time of the ratepayer's financial institution and therefore processed by that financial institution after the due date.

Delays due to the post. Council now provides a number of payment methods including payment at any Post Office or by phone.

2.0 PAYMENT ARRANGEMENTS

Payment arrangements may be accepted under some circumstances where a ratepayer is experiencing difficulty in meeting their rate commitments.

To request a payment plan, the ratepayer must contact Council before the due date shown on the rate notice. All payment plans and the applicable premium amount will be confirmed in writing.

A premium (as referred to in Section 3.5 of the Revenue Statement) may be waived if –

- (i) The arrangement has been approved by Council within 60 days of the date of issue of the rates notice;
- (ii) There are no defaults of the terms and conditions of the arrangement; and
- (iii) All outstanding rates and charges are fully paid by the end of the current financial year.

PART B – DIFFERENTIAL GENERAL RATES

3.0 Differential Rating Categories and Criteria

Council makes and levies differential general rates with properties identified using category descriptions and land use codes from the Department of Natural Resources and Mines (Table 1 – Differential Rating Categories 2018/19). Land owners are advised on each rate notice the differential rating category under which the land is rated.

Council will consider objections to an allocated rating category if –

- (i) A ratepayer considers that, as at the date of issue of the rate notice, their land should have been included in another category; and
- (ii) A written notice of objection is lodged within 30 days of the date of issue of the rate notice.

Lodging an objection does not affect the validity of the rate notice and does not interfere with the legal recovery of rates and charges; it remains due and payable by the due date.

4.0 GENERAL RATES EXEMPTION

As provided by Section 93(3)(j)(ii) of the *Local Government Act 2009* the following land is exempted from rating:

- (a) Land owned by a religious entity if the land is less than 20ha and is used for one or more of the following purposes
 - (i) Religious purposes. Example - public worship;
 - (ii) The provision of education, health or community services. Example facilities for aged or disabled persons;
 - (iii) The administration of the religious entity;
 - (iv) Housing incidental to a purpose mentioned in subparagraphs (i) to (iii);
- (b) Land vested in, or placed under the management and control of, a person under an Act for:
 - (i) A public purpose that is a recreational or sporting purpose; or
 - (ii) A charitable purpose.

Table 1 - Differential Rating Categories	
Description	Identification
Category 1 – Residential A	
Land used, or capable of being used for residential purposes, which has a rating valuation less than or equal to \$40,000.	Land having the land use codes of 01, 02, 03, 06, 08, 09, 72.
Category 2 – Residential B	
Land used, or capable of being used for residential purposes, which has a rating valuation greater than \$40,000 but less than or equal to \$70,000.	Land having the land use codes of 01, 02, 03, 06, 08, 09, 72.
Category 3 – Residential C	
Land used, or capable of being used for residential purposes, which has a rating valuation greater than \$70,000 but less than or equal to \$200,000.	Land having the land use codes of 01, 02, 03, 06, 08, 09, 72.
Category 4 – Residential D	
Land used, or capable of being used for residential purposes, which has a rating valuation greater than \$200,000.	Land having the land use codes of 01, 02, 03, 06, 08, 09, 72.
Category 5 – Large Housesite or Small Rural or Rural Residential A	
Land used, or capable of being used for rural residential, residential or rural purposes, which has an area less than 20 hectares and a rating valuation of less than or equal to \$40,000 which is not otherwise categorised.	Land having the land use codes of 03, 04, 05, 06, 60 - 87, 89, 93, 94.
Category 6 – Large Housesite or Small Rural or Rural Residential B	
Land used, or capable of being used for rural residential, residential or rural purposes, which has an area less than 20 hectares and a rating valuation greater than \$40,000 but less than or equal to \$70,000 which is not otherwise categorised.	Land having the land use codes of 03, 04, 05, 06, 60 - 87, 89, 93, 94.
Category 7 – Large Housesite or Small Rural or Rural Residential C	
Land used, or capable of being used for rural residential, residential or rural purposes, which has an area less than 20 hectares and a rating valuation greater than \$70,000 but less than or equal to \$200,000 which is not otherwise categorised.	Land having the land use codes of 03, 04, 05, 06, 60 - 87, 89, 93, 94.
Category 8 – Large Housesite or Small Rural or Rural Residential D	
Land used, or capable of being used for rural residential, residential or rural purposes, which has an area less than 20 hectares and a rating valuation greater than \$200,000 which is not otherwise categorised.	Land having the land use codes of 03, 04, 05, 06, 60 - 87, 89, 93, 94.
Category 9 – Commercial and/or Industrial	
Land used, or capable of being used, in whole or in part, for commercial or industrial purposes other than where land is included in category 10-12 or 29-38.	Land having the land use codes of 01, 04, 06 - 39, 41 - 48, 72, 92, 96, 97 or 99.
Category 10 - Caravan Parks	
Land used, or capable of being used, in whole or in part, for a caravan park.	Land having the land use code of 49.
Category 11 – Shopping Centre (>2,500sqm)	
Land used for the purpose of a shopping centre with a gross floor area exceeding 2,500m ² , where the land is tenanted by either a department store or large supermarket with major on-site parking facilities and/or a number of specialty shops or offices with major on-site parking facilities.	Land having the land use codes of 12 - 16.
Category 12 – Transformers	
Land used, in whole or in part, for the purpose of a transformer.	Land having the land use code of 91.
Category 13 – Extractive Industry/Waste Processing, Recycling or Disposal A (< = 5,000 tpa, < = 1 ha)	
Land used, in whole or in part, for the purpose of extractive industry and/or waste processing, recycling or disposal activities, where the permitted tonnage of extractive material production and/or waste volumes per annum is less than or equal to 5,000 tonnes or the permitted tonnage of extractive material production and/or waste volumes per annum is unknown and the land is less than or equal to 1 hectare.	Land having the land use code of 40 or has an alternative land use with an extractive and/or waste receipt approval.

Category 14 – Extractive Industry/Waste Processing, Recycling or Disposal B (5,001 - 20,000 tpa)	
Land used, in whole or in part, for the purpose of extractive industry and/or waste processing, recycling or disposal activities, where the permitted tonnage of extractive material production and/or waste volumes per annum is more than 5,000 tonnes but less than or equal to 20,000 tonnes.	Land having the land use code of 40 or has an alternative land use with an extractive and/or waste receipt approval.
Category 15 – Extractive Industry/Waste Processing, Recycling or Disposal C (20,001 – 50,000 tpa)	
Land used, in whole or in part, for the purpose of extractive industry and/or waste processing, recycling or disposal activities, where the permitted tonnage of extractive material production and/or waste volumes per annum is more than 20,000 tonnes but less than or equal to 50,000 tonnes.	Land having the land use code of 40 or has an alternative land use with an extractive and/or waste receipt approval.
Category 16 – Extractive Industry/Waste Processing, Recycling or Disposal D (50,001 – 100,000 tpa)	
Land used, in whole or in part, for the purpose of extractive industry and/or waste processing, recycling or disposal activities, where the permitted tonnage of extractive material production and/or waste volumes per annum is more than 50,000 tonnes but less than or equal to 100,000 tonnes.	Land having the land use code of 40 or has an alternative land use with an extractive and/or waste receipt approval.
Category 17 – Extractive Industry/Waste Processing, Recycling or Disposal E (100,001 – 200,000 tpa)	
Land used, in whole or in part, for the purpose of extractive industry and/or waste processing, recycling or disposal activities, where the permitted tonnage of extractive material production and/or waste volumes per annum is more than 100,000 tonnes but less than or equal to 200,000 tonnes.	Land having the land use code of 40 or has an alternative land use with an extractive and/or waste receipt approval.
Category 18 – Extractive Industry/Waste Processing, Recycling or Disposal F (200,001 – 500,000 tpa)	
Land used, in whole or in part, for the purpose of extractive industry and/or waste processing, recycling or disposal activities, where the permitted tonnage of extractive material production and/or waste volumes per annum is more than 200,000 tonnes but less than or equal to 500,000 tonnes.	Land having the land use code of 40 or has an alternative land use with an extractive and/or waste receipt approval.
Category 19 – Extractive Industry/Waste Processing, Recycling or Disposal G (> 500,000 tpa)	
Land used, in whole or in part, for the purpose of extractive industry and/or waste processing, recycling or disposal activities, where the permitted tonnage of extractive material production and/or waste volumes per annum exceeds 500,000 tonnes.	Land having the land use code of 40 or has an alternative land use with an extractive and/or waste receipt approval.
Category 20 – Extractive Industry/Waste Processing, Recycling or Disposal H (1 ha - 50 ha, tonnage unknown)	
Land used, in whole or in part, for the purpose of extractive industry and/or waste processing, recycling or disposal activities, where the permitted tonnage of extractive material production and/or waste volumes per annum is unknown and the area is greater than 1 hectare but less than or equal to 50 hectares.	Land having the land use code of 40 or has an alternative land use with an extractive and/or waste receipt approval.
Category 21 – Extractive Industry/Waste Processing, Recycling or Disposal I (> 50 ha, tonnage unknown)	
Land used, in whole or in part, for the purpose of extractive industry and/or waste processing, recycling or disposal activities, where the permitted tonnage of extractive material production and/or waste volumes per annum is unknown and the area is greater than 50 hectares.	Land having the land use code of 40 or has an alternative land use with an extractive and/or waste receipt approval.
Category 22 – Refinery	
Land used for the purpose of a gas refinery or separation plant.	Land having the land use code of 31.
Category 23 - Petroleum Leases A (< = 10,000 ha)	
Petroleum leases issued within the Region with an area less than or equal to 10,000 hectares.	Land having the land use code of 40
Category 24 - Petroleum Leases B (10,001 ha - 20,000 ha)	
Petroleum leases issued within the Region with an area greater than 10,000 but less than or equal to 20,000 hectares.	Land having the land use code of 40.
Category 25 - Petroleum Leases C (> 20,000 ha)	
Petroleum leases issued within the Region with an area greater than 20,000 hectares.	Land having the land use code of 40.
Category 26 – Gas & Oil A (< = 6ha)	
Land used for, or in association or connection with, the extraction of petroleum or natural gas pursuant to a lease, where the leased area is less than or equal to 6 hectares, other than land included in category 22 or 29 - 38.	Land having the land use code of 31, 35 or 36.
Category 27 – Gas & Oil B (> 6 ha - 1,000 ha)	
Land used for, or in association or connection with, the extraction of petroleum or natural gas pursuant to a lease, where the leased area is greater than 6 hectares and less than or equal to 1,000 hectares, other than land included in category 22 or 29 - 38.	Land having the land use code of 31, 35 or 36.

Category 28 – Gas & Oil C (> 1,000 ha)		
Land used for, or in association or connection with, the extraction of petroleum or natural gas pursuant to a lease, where the leased area is greater than 1,000 hectares, other than land included in category 22 or 29 - 38.		Land having the land use code of 31, 35 or 36.
Category 29 – Accommodation Work Camps D * (1 - 10)		
Land used, or available for use, in whole or in part for the purpose of an accommodation work camp, with greater than or equal to 1 accommodation unit but less than or equal to 10 accommodation units.		
Category 30 – Accommodation Work Camps E * (11 - 50)		
Land used, or available for use, in whole or in part for the purpose of an accommodation work camp, with greater than 10 accommodation units but less than or equal to 50 accommodation units.		
Category 31 – Accommodation Work Camps F * (51 - 150)		
Land used, or available for use, in whole or in part for the purpose of an accommodation work camp, with greater than 50 accommodation units but less than or equal to 150 accommodation units.		
Category 32 – Accommodation Work Camps G * (151 - 250)		
Land used, or available for use, in whole or in part for the purpose of an accommodation work camp, with greater than 150 accommodation units but less than or equal to 250 accommodation units.		
Category 33 – Large Accommodation Work Camps in Urban Area A * (251 - 500)		
Land used, or available for use, in whole or in part for the purpose of a large accommodation work camp, with greater than 250 accommodation units but less than or equal to 500 accommodation units located in the designated localities of Roma, Mitchell, Injune, Surat, Wallumbilla and Yuleba.		
Category 34 – Large Accommodation Work Camps in Urban Area B * (501 - 750)		
Land used, or available for use, in whole or in part for the purpose of a large accommodation work camp, with greater than 500 accommodation units but less than or equal to 750 accommodation units located in the designated localities of Roma, Mitchell, Injune, Surat, Wallumbilla and Yuleba.		
Category 35 – Large Accommodation Work Camps in Urban Area C * (> 750)		
Land used, or available for use, in whole or in part for the purpose of a large accommodation work camp, with greater than 750 accommodation units located in the designated localities of Roma, Mitchell, Injune, Surat, Wallumbilla and Yuleba.		
Category 36 – Large Accommodation Work Camps A * (251 - 500)		
Land used, or available for use, in whole or in part for the purpose of a large accommodation work camp, with greater than 250 accommodation units but less than or equal to 500 accommodation units.		
Category 37 – Large Accommodation Work Camps B *(501-750)		
Land used, or available for use, in whole or in part for the purpose of a large accommodation work camp, with greater than 500 accommodation units but less than or equal to 750 accommodation units.		
Category 38 – Large Accommodation Work Camps C *(> 750)		
Land used, or available for use, in whole or in part for the purpose of a large accommodation work camp, with greater than 750 accommodation units.		
Category 39 – Rural > = 80 ha		
Land used or capable of being used for rural purposes, which has an area equal to or greater than 80 hectares which is not otherwise categorised.		Land having the land use codes of 04, 05, 06, 60 - 89, 93, 94.
Category 40 – Rural > = 20 ha - < 80 ha		
Land used or capable of being used for rural purposes, which has an area equal to or greater than 20ha but less than 80 hectares which is not otherwise categorised.		Land having the land use codes of 04, 05, 06, 60 - 89, 93, 94.
Category 41 – Intensive Animal Industry (1,000 - 1,999)		
Land used or intended for use, in whole or in part, for the purposes of Intensive Animal Industry requiring approval by Council or requiring licensing as an Environmentally Relevant Activity and having an approved capacity of more than or equal to 1,000 SCU but less than 2,000 SCU.		Land having the land use code of 64, 65 or 66 or has an alternative land use with an intensive animal industry approval.

Category 42 – Intensive Animal Industry (2,000 - 2,999)	
Land used or intended for use, in whole or in part, for the purposes of Intensive Animal Industry requiring approval by Council or requiring licensing as an Environmentally Relevant Activity and having an approved capacity of more than or equal to 2,000 SCU but less than 3,000 SCU.	Land having the land use code of 64, 65 or 66 or has an alternative land use with an intensive animal industry approval.
Category 43 – Intensive Animal Industry (3,000 - 3,999)	
Land used or intended for use, in whole or in part, for the purposes of Intensive Animal Industry requiring approval by Council or requiring licensing as an Environmentally Relevant Activity and having an approved capacity of more than or equal to 3,000 SCU but less than 4,000 SCU.	Land having the land use code of 64, 65 or 66 or has an alternative land use with an intensive animal industry approval.
Category 44 – Intensive Animal Industry (4,000 - 4,999)	
Land used or intended for use, in whole or in part, for the purposes of Intensive Animal Industry requiring approval by Council or requiring licensing as an Environmentally Relevant Activity and having an approved capacity of more than or equal to 4,000 SCU but less than 5,000 SCU.	Land having the land use code of 64, 65 or 66 or has an alternative land use with an intensive animal industry approval.
Category 45 – Intensive Animal Industry (5,000 - 7,499)	
Land used or intended for use, in whole or in part, for the purposes of Intensive Animal Industry requiring approval by Council or requiring licensing as an Environmentally Relevant Activity and having an approved capacity of more than or equal to 5,000 SCU but less than 7,500 SCU.	Land having the land use code of 64, 65 or 66 or has an alternative land use with an intensive animal industry approval.
Category 46 – Intensive Animal Industry (7,500 - 9,999)	
Land used or intended for use, in whole or in part, for the purposes of Intensive Animal Industry requiring approval by Council or requiring licensing as an Environmentally Relevant Activity and having an approved capacity of more than or equal to 7,500 SCU but less than 10,000 SCU.	Land having the land use code of 64, 65 or 66 or has an alternative land use with an intensive animal industry approval.
Category 47 – Intensive Animal Industry (10,000 - 14,999)	
Land used or intended for use, in whole or in part, for the purposes of Intensive Animal Industry requiring approval by Council or requiring licensing as an Environmentally Relevant Activity and having an approved capacity of more than or equal to 10,000 SCU but less than 15,000 SCU.	Land having the land use code of 64, 65 or 66 or has an alternative land use with an intensive animal industry approval.
Category 48 – Intensive Animal Industry (15,000 - 19,999)	
Land used or intended for use, in whole or in part, for the purposes of Intensive Animal Industry requiring approval by Council or requiring licensing as an Environmentally Relevant Activity and having an approved capacity of more than or equal to 15,000 SCU but less than 20,000 SCU.	Land having the land use code of 64, 65 or 66 or has an alternative land use with an intensive animal industry approval.
Category 49 – Intensive Animal Industry (> = 20,000)	
Land used or intended for use, in whole or in part, for the purposes of Intensive Animal Industry requiring approval by Council or requiring licensing as an Environmentally Relevant Activity and having an approved capacity of more than or equal to 20,000 SCU.	Land having the land use code of 64, 65 or 66 or has an alternative land use with an intensive animal industry approval.
Category 50 – Pump Sites & Bores	
Land owned by one or more persons for the purpose of stock water or bore supplies used to water stock or supply domestic premises.	Land having the land use code of 95.
Category 51 – Community Purposes (not for profit)	
Land used for community purposes, where the land is operated on a not-for-profit basis and including land used for the purposes of sporting clubs, religious facilities, educational facilities, libraries, parks, showgrounds, racecourses and cemeteries except where exempt under Section 93 (3) (i) (ii) of the <i>Local Government Act 2009</i> .	Land having the land use codes of 48, 50 - 59.
Category 52 – Other Land (not categorised elsewhere)	
Land not included in any of the other categories.	
Category 53 - Solar Farm 1MW to < 10MW	
Land used, in whole or in part, as a solar farm with a combined output capacity at least equal to 1MW but less than 10MW.	
Category 54 - Solar Farm 10MW to < 20MW	
Land used, in whole or in part, as a solar farm with a combined output capacity at least equal to 10MW but less than 20MW.	
Category 55 - Solar Farm 20MW to < 40MW	
Land used, in whole or in part, as a solar farm with a combined output capacity at least equal to 20MW but less than 40MW.	

Category 56 - Solar Farm 40MW to < 60MW	
Land used, in whole or in part, as a solar farm with a combined output capacity at least equal to 40MW but less than 60MW.	
Category 57 - Solar Farm 60MW to < 100MW	
Land used, in whole or in part, as a solar farm with a combined output capacity at least equal to 60MW but less than 100MW.	
Category 58 - Solar Farm 100MW to < 200MW	
Land used, in whole or in part, as a solar farm with a combined output capacity at least equal to 100MW but less than 200MW.	
Category 59 - Solar Farm 200MW to < 300MW	
Land used, in whole or in part, as a solar farm with a combined output capacity at least equal to 200MW but less than 300MW.	
Category 60 - Solar Farm 300MW to < 400MW	
Land used, in whole or in part, as a solar farm with a combined output capacity at least equal to 300MW but less than 400MW.	
Category 61 - Solar Farm 400MW to < 500MW	
Land used, in whole or in part, as a solar farm with a combined output capacity at least equal to 400MW but less than 500MW.	
Category 62 - Solar Farm > = 500MW	
Land used, in whole or in part, as a solar farm with a combined output capacity at least equal to or more than 500MW.	

If there is some doubt about the primary use of the property, a Categorisation officer approved by the Chief Executive Officer will carry out an inspection and make a recommendation for the Chief Executive Officer's consideration.

The Maranoa Planning Scheme may be a factor in determining the applicable rating category for land.

Council delegates to the Chief Executive Officer the power to determine, in any way the Chief Executive Officer considers appropriate, the rating category to which each parcel of rateable land belongs.

*** For categories 29 - 38 the following definitions apply:**

'Available for use': will be taken to be effective from the date upon which the final plumbing inspection has been passed.

'Accommodation Work Camp': is non-resident worker accommodation and refers to the use of premises for:

- (a) accommodation for non-resident workers; or
- (b) recreation and entertainment facilities for persons residing at the premises and their visitors, if the use is ancillary to the use in paragraph (a).²

Examples include: contractor's camp, construction camp, single person's quarters and temporary workers' accommodation.

² Draws on the definition of 'Non-resident workforce accommodation' included in Schedule 1 - Definitions of the Maranoa Planning Scheme 2017.

An Accommodation Work Camp will be considered to be not operational when all infrastructure (buildings, water and sewerage lines etc.) are removed from the site, or if the site has been abandoned by a third party.

PART C – UTILITY CHARGES

5.0 WASTE MANAGEMENT UTILITY CHARGES

Council has applied a waste management utility charge for the purpose of covering the costs of collection and disposal of refuse and maintenance of waste management facilities.

Waste management charges shall apply to all premises within the Council area where waste services are, or can be made available. The charge will apply irrespective of the level of the service's use. Waste management charges are levied biannually each financial year.

Services other than those incorporated into the rating structure can be separately requested and are invoiced directly to the customer.

5.1 SEWERAGE UTILITY CHARGES

Council has applied a sewerage utility charge for the purpose of covering the costs of operating, maintaining and managing sewerage services.

An annual sewerage charge will be levied on each individual land parcel, connected and vacant, within the defined sewered areas (i.e. within 100 metres of a Council sewer main and which Council considers capable of being connected to the sewerage system) based on the following criteria:

- ① Single residential properties are levied for the first pedestal only. No additional charges apply for extra pedestals.
- ② Flats, units and residential strata title properties are levied per flat, unit or strata title unit, for the first pedestal only. No additional charges apply for extra pedestals.
- ③ Non Residential / Non Strata properties are levied per sewerage pedestal. Example - commercial premises with 3 pedestals will attract a charge for each pedestal.
- ④ Non Residential / Strata properties are levied a minimum of one sewerage charge for each strata unit, regardless of whether or not they have an individual sewer connection. Where units have more than one pedestal, a sewerage charge will be levied for each pedestal serving the unit. Each unit owner is levied separately for sewerage charges.
- ⑤ Where multiple lots are included on one Rate Assessment, a sewerage utility charge will apply for each lot. Example - a house and vacant lot together, 2 sewerage utility charges are levied.
- ⑥ Where a single dwelling is situated across two or more adjoining lots and are included on one Rate Assessment, Council will treat those lots on which the footprint of the building sits as if they were a single lot, and will levy one sewerage utility charge.
- ⑦ A separate charge for trade waste shall be applied to those properties with a Trade Waste Approval.

Council may elect to not levy sewerage charges against vacant land that is effectively incapable of further development or improvement. The land owner shall be responsible for demonstrating to Council an entitlement to exemption from the sewerage levy.

Any rate adjustment will only take effect from the commencement of the rating period in which the application is made and approved by Council.

6.0 METERED POTABLE WATER UTILITY CHARGES

Council is of the view that it is equitable for all users to contribute to the fixed costs of the water supply operation by way of an access charge, while the usage charge for all water used (consumed) conforms with the user pays principles and also provides an incentive for water conservation.

6.1 Metered Potable Water Access Infrastructure Charge

The annual metered potable water access infrastructure charge is levied biannually and determined according to the water meter size(s) servicing the premises.

The metered potable water access infrastructure charge will be levied on each individual land parcel, connected and non-connected, within the defined water service areas (i.e. within 100 metres of a Council potable water main and which Council considers capable of being connected to the water network) based on the following criteria:

- ① Vacant and non-metered lands situated in a potable water area and not serviced with a potable water connection are levied a water access infrastructure charge equal to 50% of the 20mm meter connection charge.
- ② Single residential properties are levied a metered potable water access infrastructure charge based on the size of the water meter servicing the property as the meter size is indicative of the infrastructure required to service the potential size of water user.
- ③ Where multiple lots are included on one assessment a metered potable water access infrastructure charge will apply for each lot. Example - a house and vacant lot together, 2 metered potable water access infrastructure charges will apply.
- ④ Where a single dwelling is situated across two or more adjoining lots and are included on one Rate Assessment, Council will treat those lots on which the footprint of the building sits as if they were a single lot, and will levy one metered potable water access infrastructure charge.
- ⑤ Non strata units / flats are levied one water access infrastructure charge for each parcel based on the size of the meter/s servicing the block of flats.
- ⑥ Properties with multiple connections (including non- strata units/ flats with more than one metered potable water meter connected) are levied a metered potable water access infrastructure charge for each connection. Where an assessment comprises a Body Corporate situation, Council will charge as per the provisions of the *Body Corporate and Community Management Act 1997*.
- ⑦ Strata title properties are levied a minimum metered potable water access infrastructure charge per strata title lot equivalent to the 20mm meter connection for metered potable water access infrastructure charge.

Council may elect to not levy metered potable water access infrastructure charges against vacant land that is effectively incapable of further development or improvement.

The owner of the land shall be responsible for demonstrating to Council an entitlement to an exemption from the water access infrastructure charge.

Any rate adjustment will only take effect from the commencement of the rating period in which the application is made and approved by Council.

6.2 Water Usage Charge - Meter Registering Inaccurately

Where Council is satisfied that a water meter has ceased to register accurately, through no fault of the ratepayer, Council may on application from the ratepayer, remit water usage charges by an amount that results in the water usage charge equalling the quantity of water used during the immediately prior corresponding accurate period of measurement.

6.3 Unmetered Non-Potable Water Charge - Surat

The annual unmetered non-potable water charge is levied biannually for land connected to the service and charged at a rate determined by Council as per Table 6 – Unmetered Non-Potable Water Service Charge.

If an owner of land requests Council to disconnect their land from the unmetered non-potable water service (subject to the payment of any applicable fees), any charge adjustment will be adjusted from the date of disconnection by Council.

PART D – COUNCIL CONCESSIONS

7.1 CONCESSIONS

The Local Government Regulation provides Council with the discretionary power to consider and grant concessions for rates and charges in certain circumstances.

All concessions are subject to written application and applicants must demonstrate their ability to meet the prescribed eligibility criteria for the concession being sought.

For approved applicants, Council will provide a concession on general rates to the specified maximum amount for those categories detailed in Table 1 – Council General Rate Concessions.

Table 1 - Council General Rate Concessions

Concession Category	% of General Rate Concession	Maximum Dollar Value per annum
Pensioner	50%	\$307.50
Non-Profit Community Organisation	Up to 100%	-

8.2 PENSIONER CONCESSION

An approved pensioner shall be -

- (a) A holder of a current eligible concession card i.e. a Queensland 'Pensioner Concession Card' issued by Centrelink, or the Department of Veteran's Affairs, or a Queensland 'Repatriation Health Card – For All Conditions' (Gold Card) issued by the Department of Veterans' Affairs; and
- (b) the owner or life tenant (either solely or jointly) of the property which is his/her principal place of residence; and
- (c) Legally responsible, either solely or jointly with a co-owner, for the payment of Council rates and charges levied on the property.

This concession does not apply to rates on property other than the pensioner's principal place of residence.

The continuing eligibility status of Approved Pensioners will be verified by using updated Centrelink and Veterans' Affairs records. Pensioners whose records differ will be contacted to confirm their status.

This concession is in addition to the Queensland Government Pensioner Rate Subsidy and details of Council's Pensioner Concession are outlined in Council's Pensioner Rate Concession Policy.

8.3 NON-PROFIT COMMUNITY ORGANISATION CONCESSION
(GM/06.2017/53)

Council will consider applications from non-profit organisations in accordance with Council's adopted policy (Community Organisations – Rates and Charges Rebates and Concessions).

8.4 OTHER CONCESSIONS

Concessions are also available for general rates for:

- (i) ratepayers on the grounds of hardship;
- (ii) certain organisations where the land use is considered to be of cultural, environmental, historic, heritage or scientific significance; and
- (iii) other grounds provided for in Section 120 of the *Local Government Regulation 2012*.

Council will receive and consider on a case by case basis applications from ratepayers and organisations where Council is satisfied the application meets the eligibility criteria.

Council may grant eligible applicants a concession by granting the applicant a deferred payment option or approving a full or partial waiver of rates.

PART E – STATE GOVERNMENT SUBSIDIES & LEVIES

Queensland Government Pensioner Rate Subsidy Scheme

In addition to Council's Pensioner Concession, the Queensland Government provides a subsidy to Approved Pensioners. This is equivalent to 20% of the gross rates and charges levied by Council up to a maximum amount as determined by the Department of Communities, Child Safety and Disability Services.

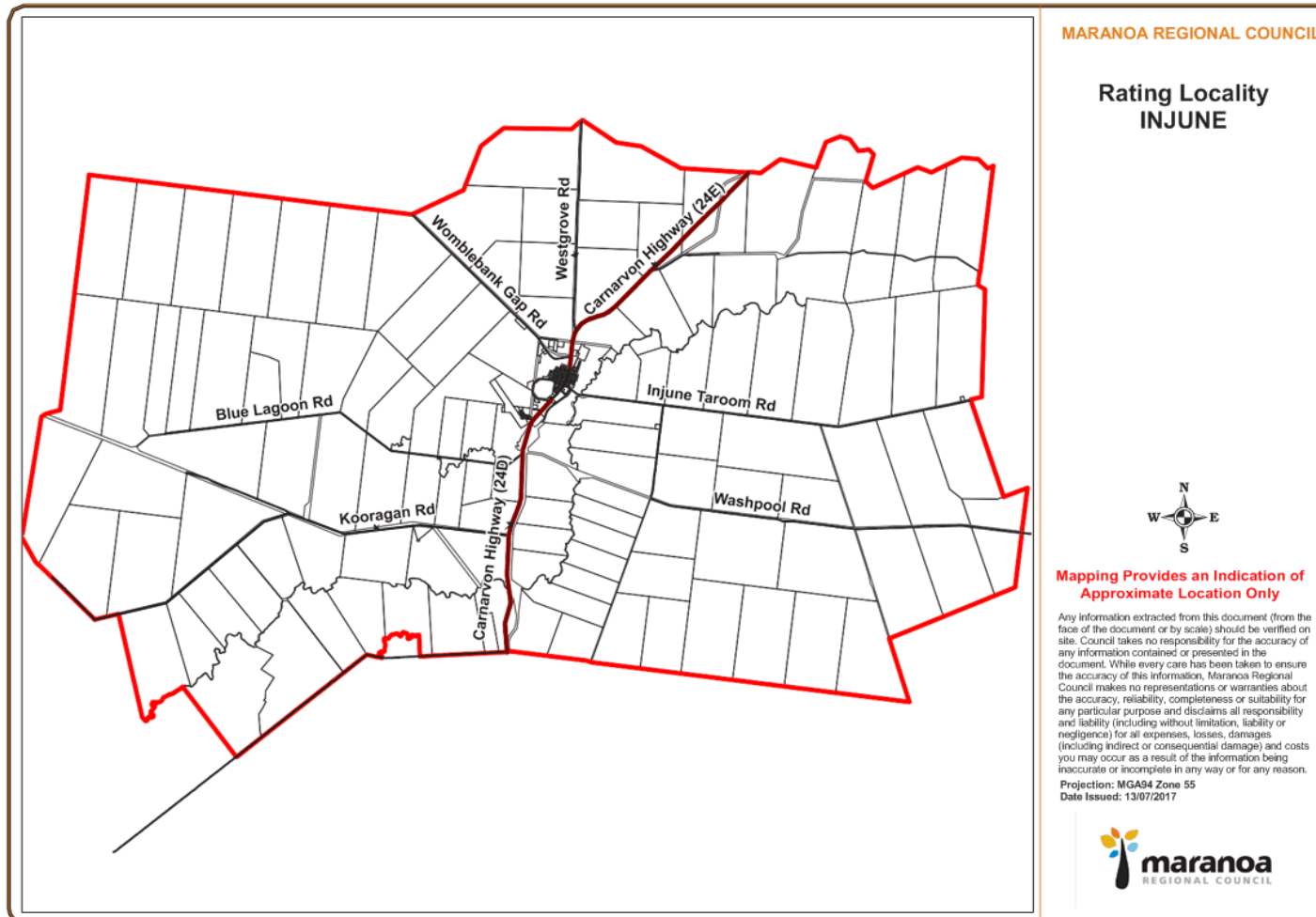
This subsidy is paid by the State Government to Council to be passed on to Approved Pensioners.

Under no circumstances is an Approved Pensioner to receive a subsidy for more than one property, designated as his / her principal place of residence.

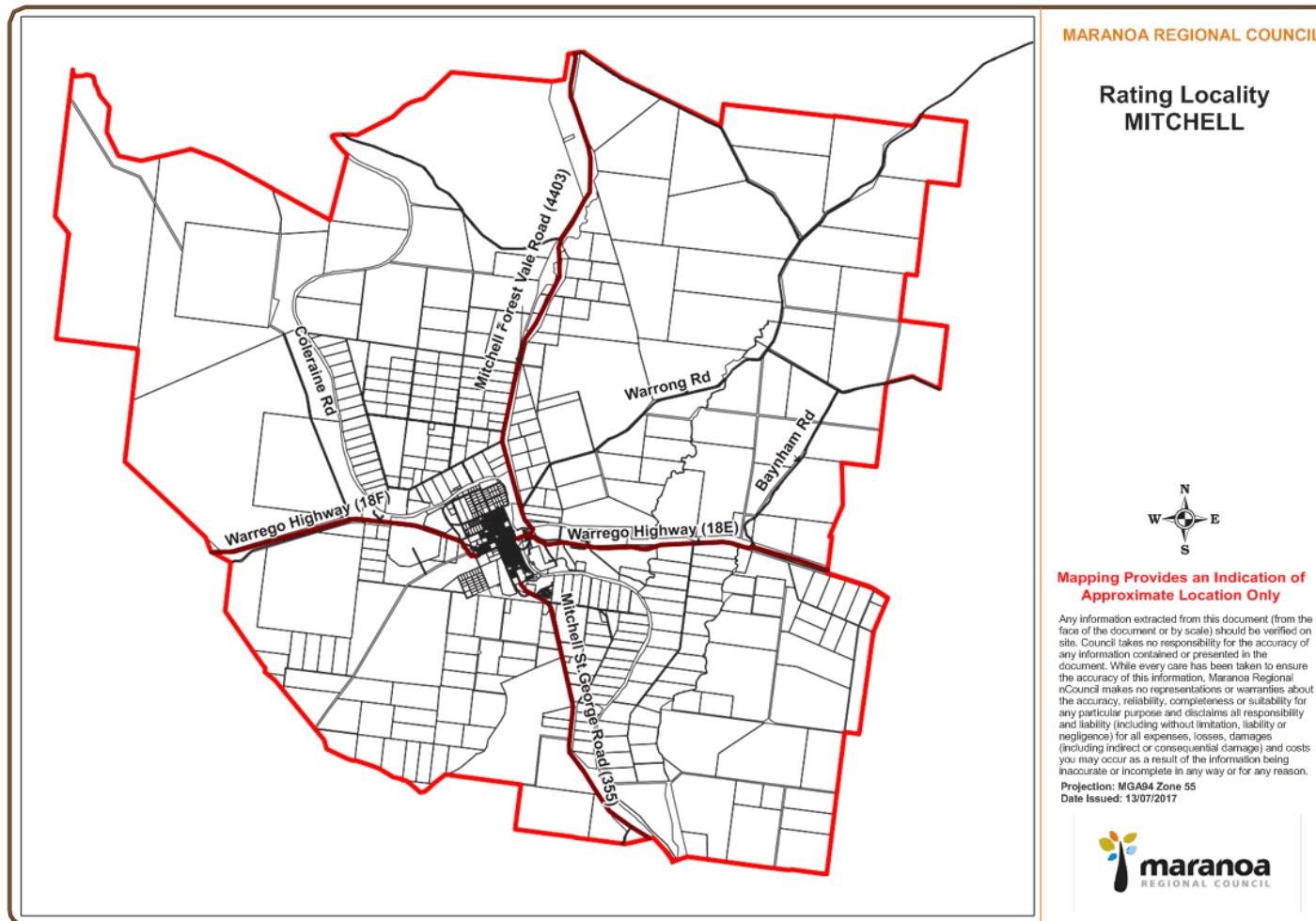
Emergency Management Levy (EML)

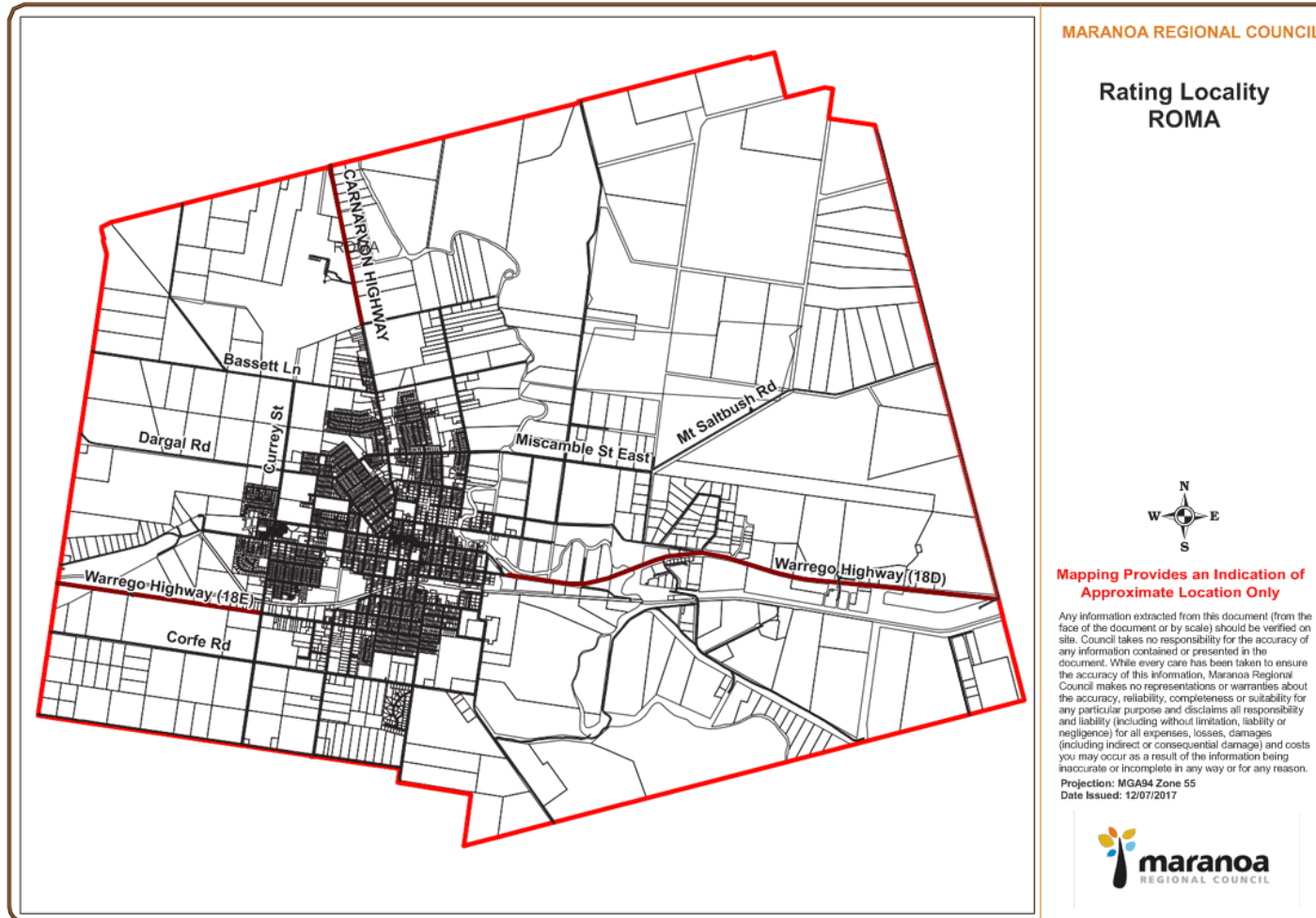
The EML is a State Government levy. Maranoa Regional Council is required to collect the levy on behalf of the State Government.

A State Government subsidy of 20% is available to Approved Pensioners.

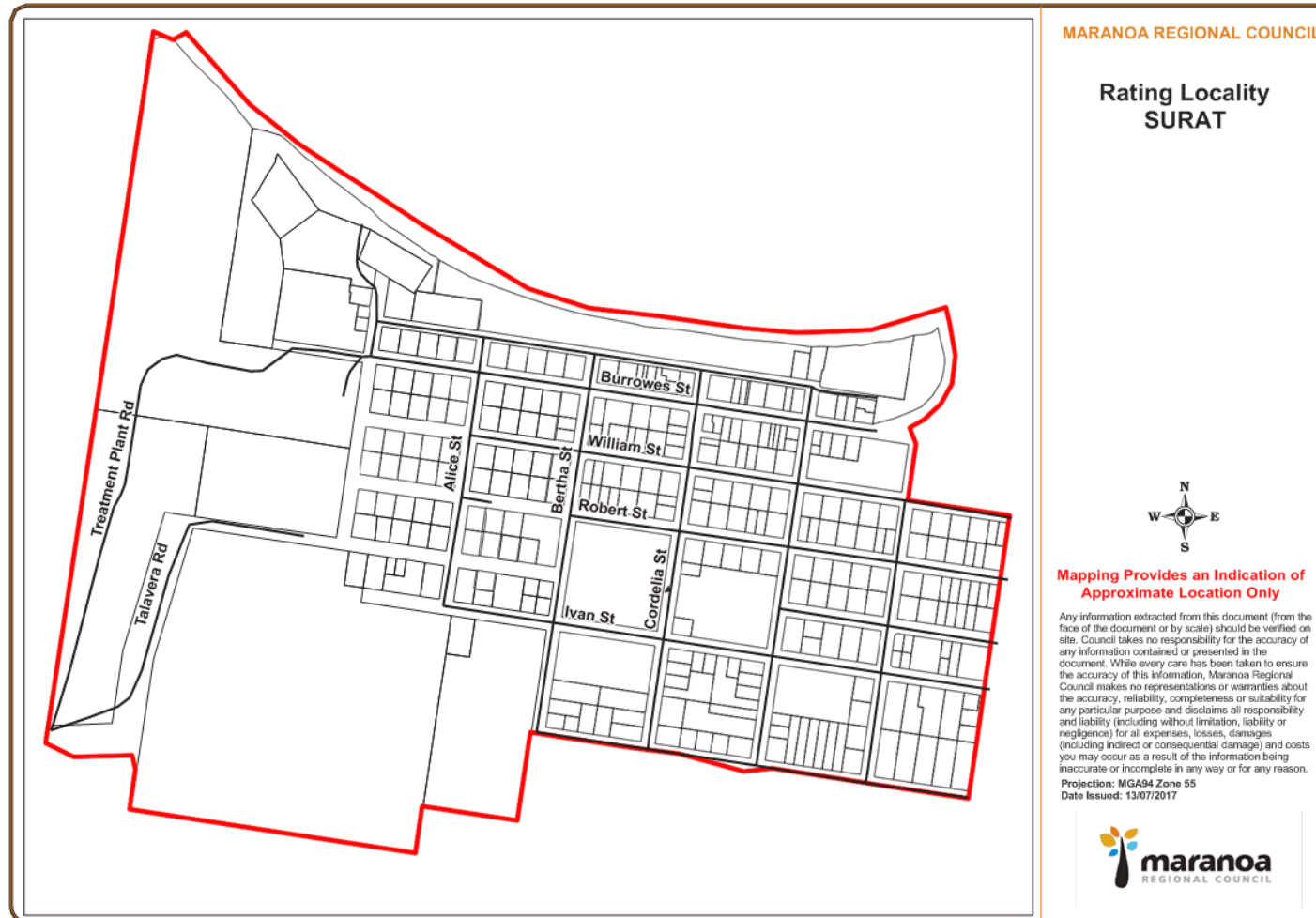


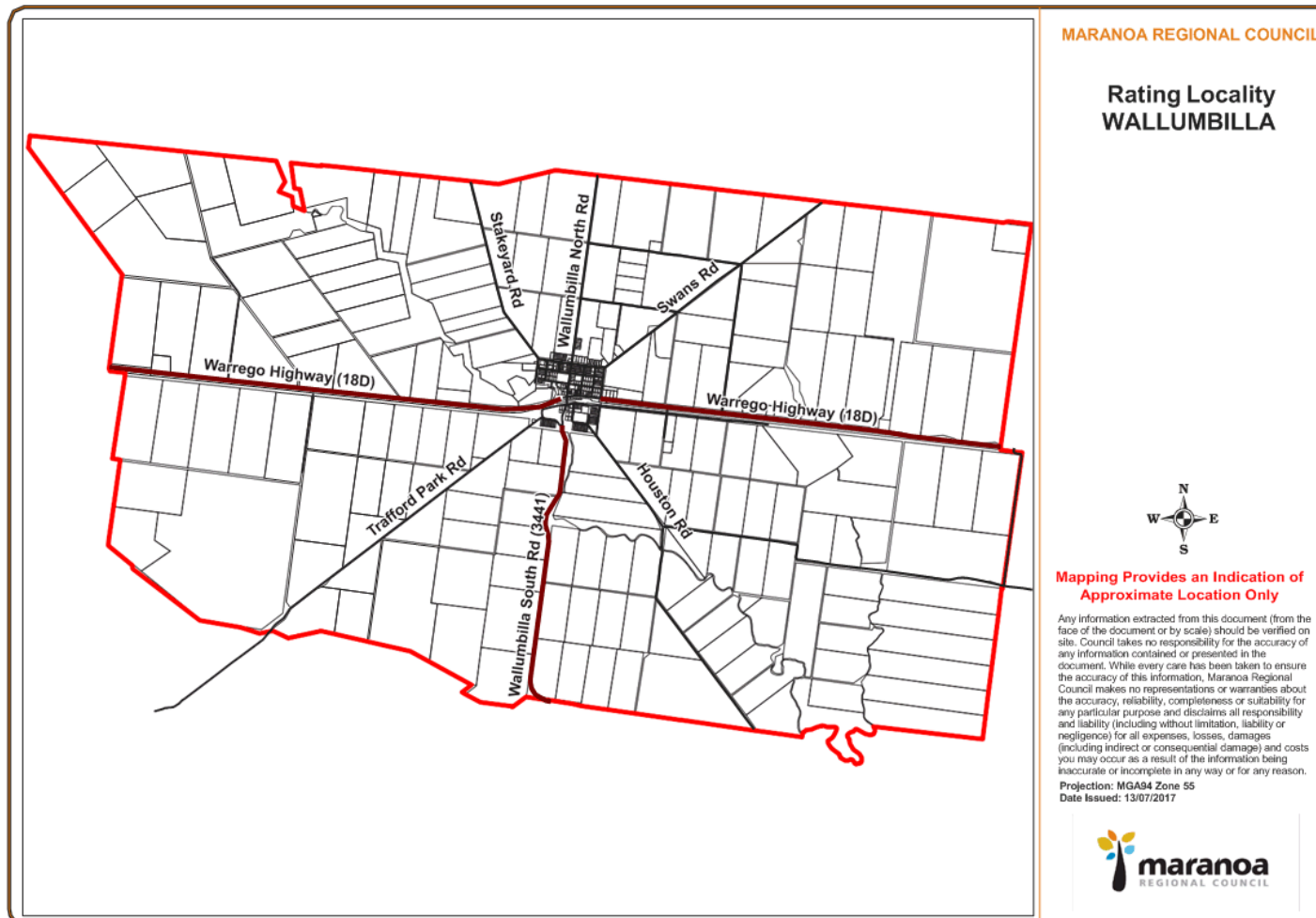
APPENDIX 2 - RATING LOCALITY MITCHELL



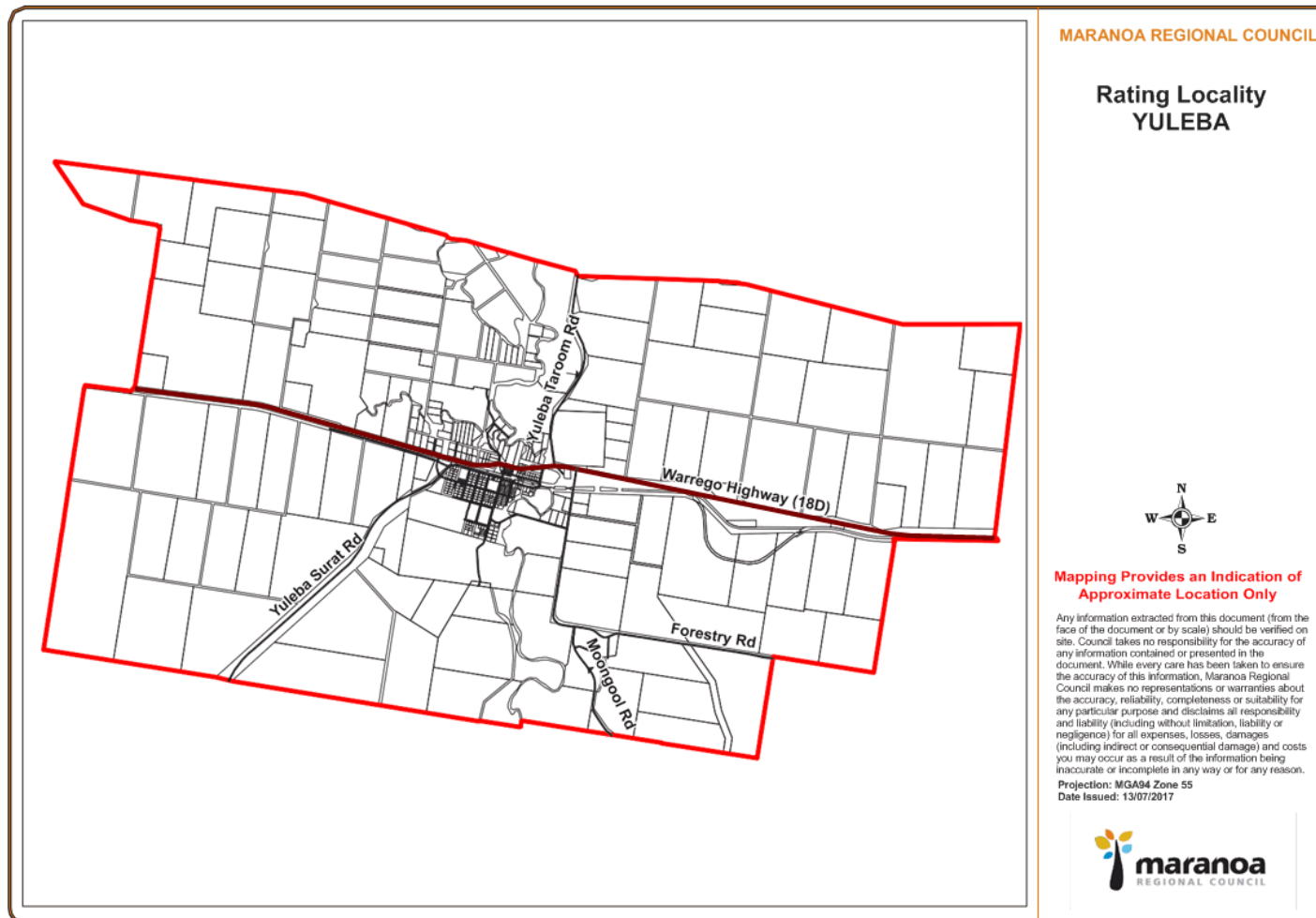


APPENDIX 4 - RATING LOCALITY SURAT





APPENDIX 6 - RATING LOCALITY YULEBA



APPENDIX 7 - AMBY TOWN RURAL FIRE BRIGADE MAP





Amby Town Rural Fire Brigade Area



Mapping Provides an Indication of Approximate Location Only

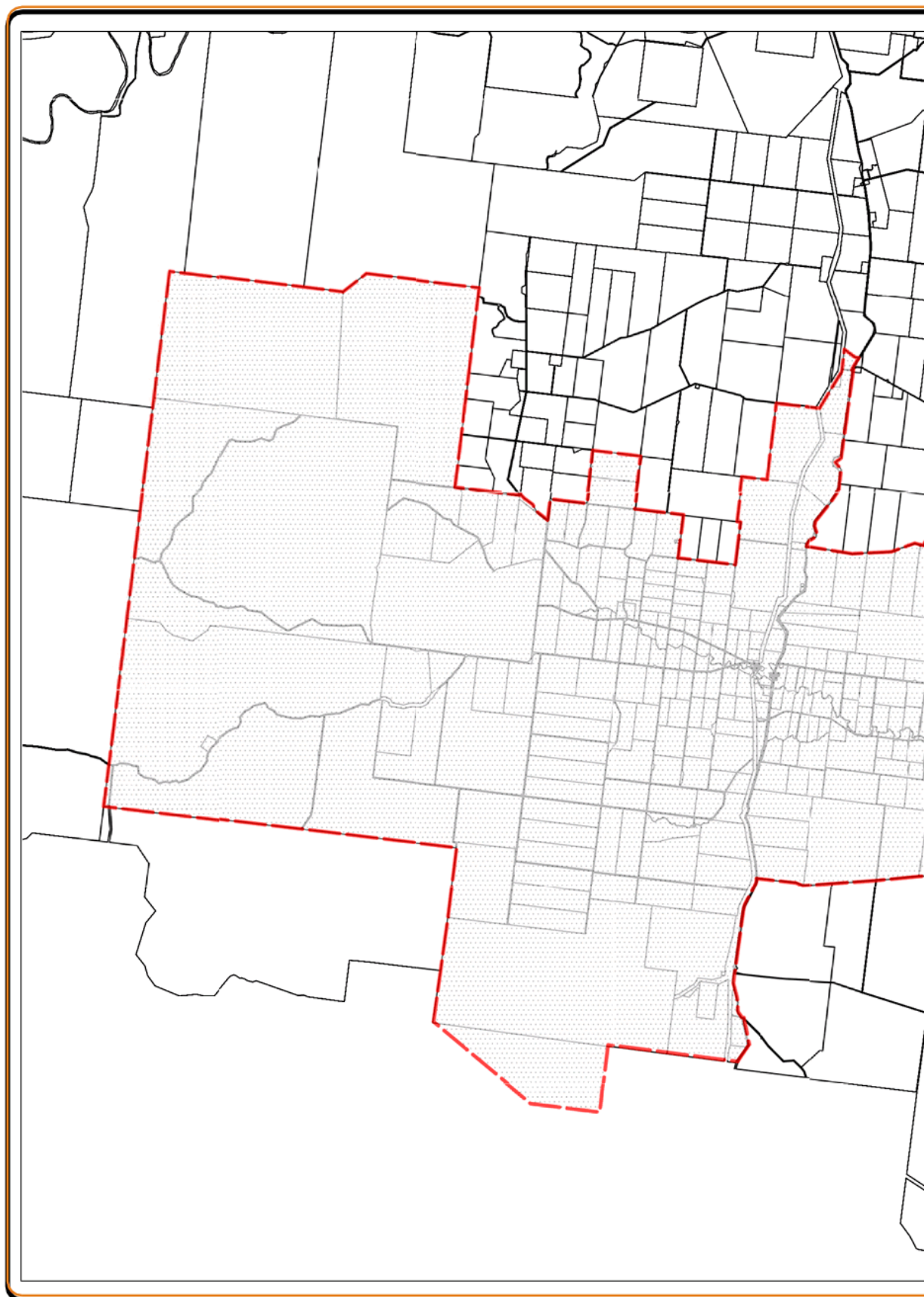
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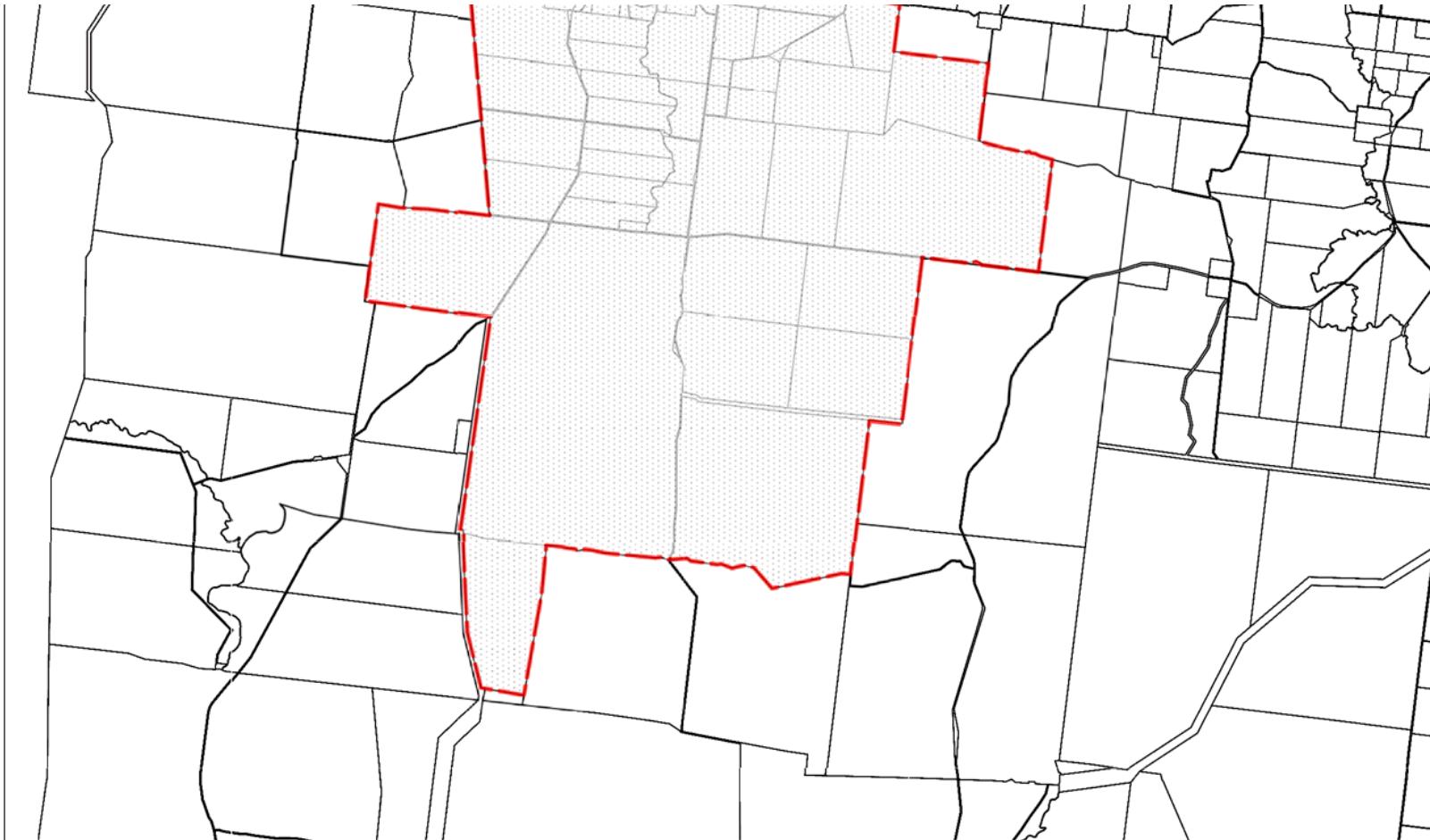
Projection: MGA84 Zone 55

Date of Issue: 25 July 2018



APPENDIX 8 - MUNGALLALA RURAL FIRE BRIGADE MAP





Mungallala Rural Fire Brigade Area



Mapping Provides an Indication of Approximate Location Only

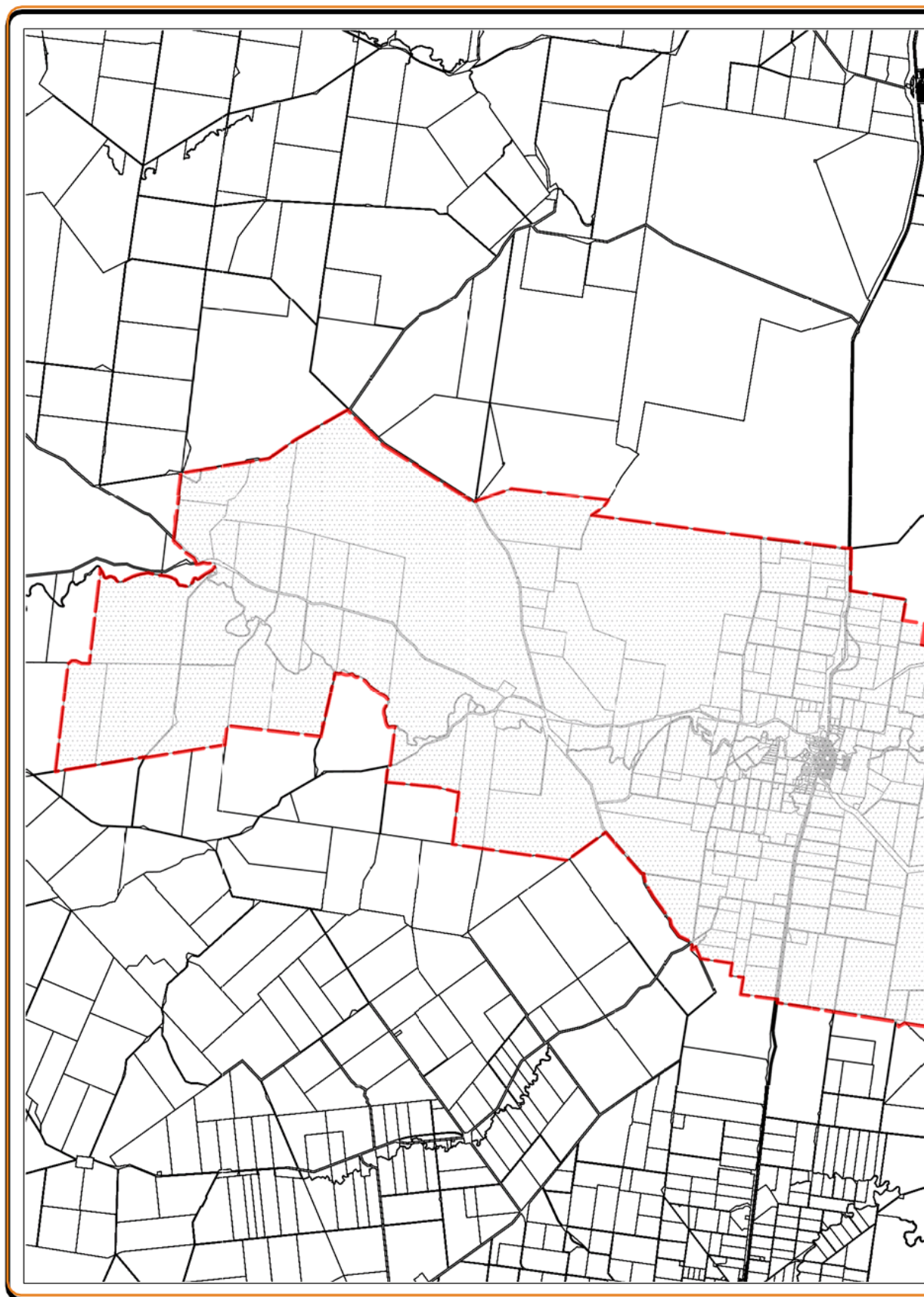
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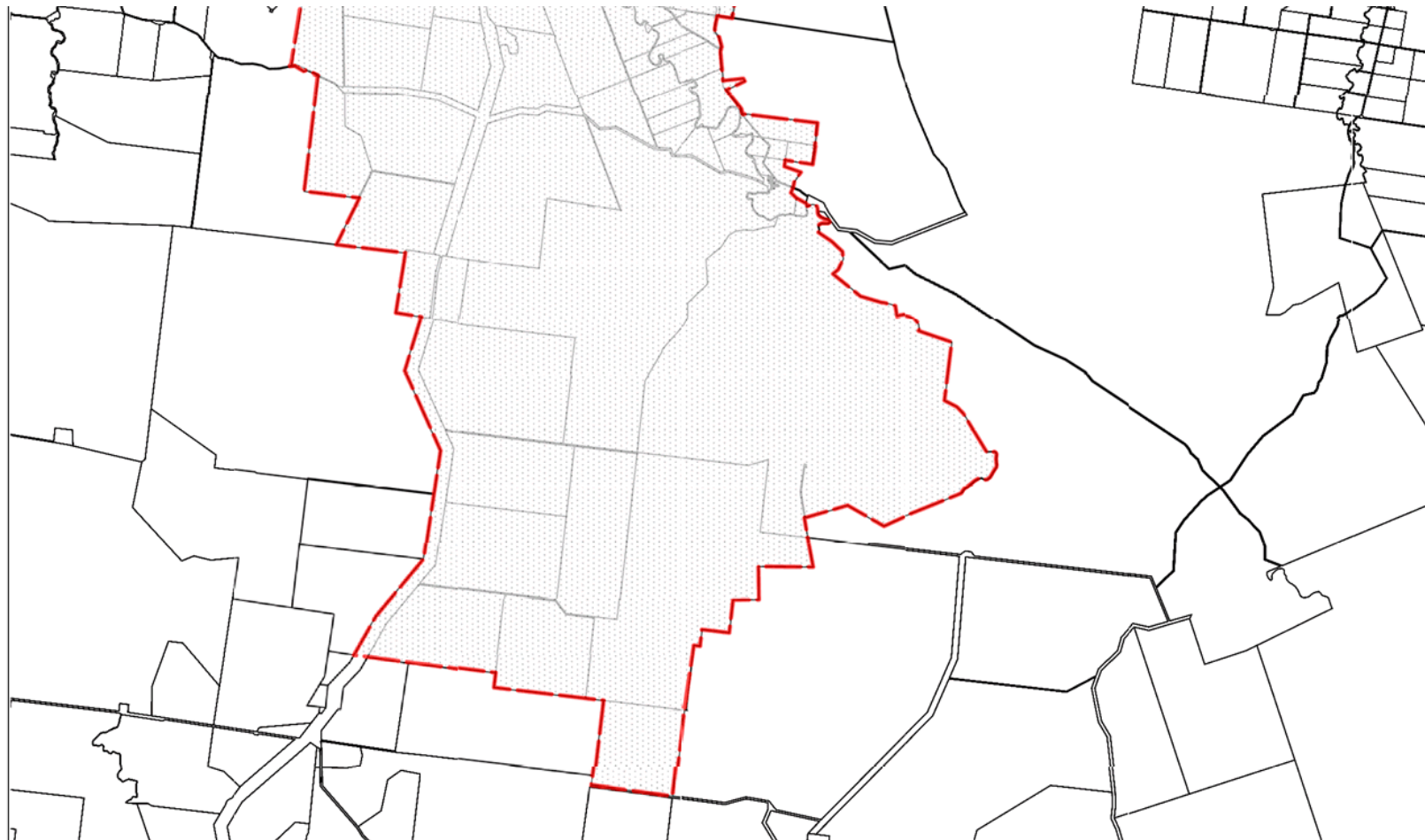
Projection: MGA94 Zone 55

Date of Issue: 25 July 2018



APPENDIX 9 - YULEBA RURAL FIRE BRIGADE MAP





Yuleba Rural Fire Brigade Area



Mapping Provides an Indication of Approximate Location Only

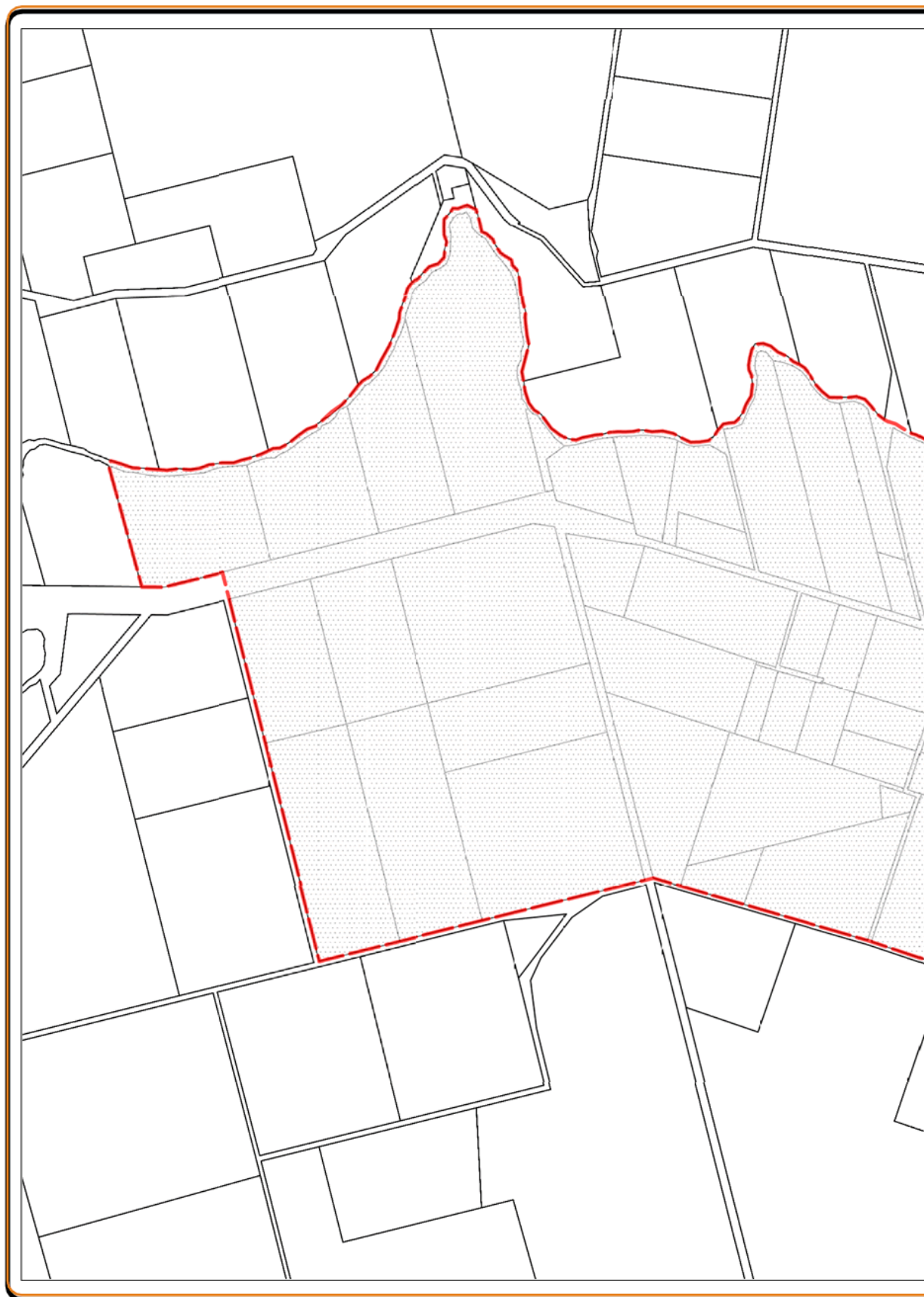
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Projection: MGA84 Zone 55

Date of Issue: 25 July 2018



APPENDIX 10 - ORANGE HILL RURAL FIRE BRIGADE MAP





Orange Hill Rural Fire Brigade Area

Mapping Provides an Indication of Approximate Location Only



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Projection: MGA94 Zone 55
Date of Issue: 25 July 2018



ATTACHMENT 2 - LAND USE CODES

Land Use Codes	
Residential	
01	Vacant Urban Land
02	Single Unit Dwelling
03	Multi Unit Dwelling (Flats)
04	Vacant - Large Housesite
05	Dwelling - Large Homesite
06	Outbuildings
07	Guest House (Private) Hotel
08	Building Units (Primary Use Only)
09	Group Title (Primary Use Only)
Retail Business & Commercial	
10	Combined Multi Dwelling & Shops
11	Shop - Single
12	Shopping Group (More than 6)
13	Shopping Group (2 - 6 Shops)
14	Shops - Main Retail (Central Business District)
15	Shops - Secondary Retail (Fringe CBD)
16	Drive-in Shopping Centre
17	Restaurant
18	Special Tourist Attraction
19	Walkway
20	Marina
21	Residential Institutions (Non-Medical Care)
22	Car Park
23	Retail Warehouse
24	Sales Area Outdoors (Dealers, Boats, Cars, etc.)
25	Professional Offices
26	Funeral Parlour
27	Hospital, Conv. Homes (Medical Care) Private
Transport & Storage	
28	Warehouse & Bulk Stores
29	Transport Terminal

Land Use Codes	
37	Noxious/Offensive Industry (including Abattoir)
38	Advertising - Hoarding
39	Harbour Industries
40	Extractive
Other Business	
41	Child Care - excluding Kindergarten
42	Hotel/Tavern
43	Motel
44	Nurseries (Plants)
45	Theatres & Cinemas
46	Drive-in Theatre
47	Licensed Clubs
48	Sports Clubs/Facilities
49	Caravan Parks
50	Other Clubs (Non-Business)
Special Uses	
51	Religious
52	Cemeteries
53	Commonwealth (Secondary Use Only)
54	State (Secondary Use Only)
55	Library
56	Sportsground, Racecourse, Airfield
57	Parks, Gardens
58	Educational - Including Kindergarten
59	Local Authority (Secondary Use Only)
Sheep Grazing	
60	Sheep Grazing - Dry
61	Sheep Breeding
62	Not Allocated
63	Not Allocated
Cattle Grazing	
64	Cattle Grazing & Breeding

30	Service Station
31	Oil Depot & Refinery
32	Wharves
33	Builders Yard, Contractors Yard
34	Cold Stores - Iceworks
Industrial	
35	General Industry
36	Light Industry

65	Cattle Breeding & Fattening
66	Cattle Fattening
67	Goats
Dairy Cattle	
68	Milk - Quota
69	Milk - No Quota
70	Cream

Land Use Codes	
Agricultural	
71	Oil Seeds
72	P/use-Sec.25;S/use-Higher Use
73	Grains
74	Turf Farms
75	Sugar Cane
76	Tobacco
77	Cotton
78	Rice
79	Orchards
80	Tropical Fruits
81	Pineapples
82	Vineyards
83	Small Crops & Fodder - Irrigated
84	Small Crops & Fodder - Non Irrigated
Other Rural Uses	
85	Pigs
86	Horses
87	Poultry
88	Forestry & Logs
89	Animals - Special
90	Stratum
91	Transformers
92	Defence Force Establishment
93	Peanuts
94	Vacant Rural Land (excl. 01 & 04)
95	Reservoir, Dams, Bores
General Industry	
96	Public Hospital
97	Welfare Homes/Institutions
98	Sect II(i)(vii) Applies (Secondary Use Only)
99	Community Protection Centre

TOTAL VALUE OF CHANGE IN RATES AND CHARGES

Pursuant to sections 169 (6) and 169 (7) of *Local government Regulation 2012*, the total value of the change, expressed as a percentage, in the rates and charges budgeted to be levied for the 2018/19 financial year compared with the rates and charges budgeted to be levied in the 2017/18 financial year is 4.77%. For the purpose of this calculation any discounts and rebates are excluded.

MARANOA REGIONAL COUNCIL						Forecast				
Year ended	Revised 2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28
Operating Surplus Ratio										
(Net Operating Surplus / Total Operating Revenue) (%)	(3.3)%	(0.9)%	(0.8)%	(0.6)%	(0.4)%	(0.3)%	(0.2)%	(0.0)%	0.1%	0.2%
Measures the extent to which operating revenues raised cover operational expenses only or are available for capital funding purposes or other purposes.										
Target between: 0% to 10%										
Net Financial Asset / Liability Ratio										
((Total Liabilities - Current Assets) / Total Operating Revenue)	(42.1)%	(40.8)%	(40.5)%	(39.2)%	(41.3)%	(36.8)%	(39.4)%	(41.0)%	(40.3)%	(42.0)%
Measures the extent to which the net financial liabilities of Council can be repaid from operating revenues										
Target: not greater than 60%										
Asset Sustainability Ratio										
(Capital Expenditure on the Replacement of Assets (renewals) / Depreciation Expense)	155%	91.3%	94.7%	100.4%	100.3%	130.9%	102.2%	107.4%	117.5%	105.2%
This ratio reflects the extent to which the infrastructure assets managed by Council are being replaced as they reach the end of their useful lives.										
Target: greater than 90%										

OFFICER REPORT

Meeting: General 13 February 2019

Date: 6 February 2019

Item Number: 11.3

File Number: D19/8451

SUBJECT HEADING:

Consideration of Councillor attendance at Elected member Training Sessions

Classification:

Open Access

Officer's Title:

Lead Officer - Councillors' Support & Community Engagement

Executive Summary:

Formalisation of councillor attendance at upcoming elected member training as part of enhancing strategy and policy development for Maranoa Regional Council.

Officer's Recommendation:

That Council:

1. Endorse the attendance of Councillors O'Neil, and Stanford at the Sustainable Asset Management training for elected members on 21 February in Brisbane.
2. Endorse the attendance of Councillors O'Neil, Chandler and Stanford at the Financial Reports and Budgets training for elected members on 22 February in Brisbane.
3. Draw the required funds from attending individual Councillor Conference budgets.

Individuals or Organisations to which the report applies:

Are there any individuals or organisations who stand to gain a benefit, or suffer a loss, (either directly or indirectly) depending on the outcome of consideration of this matter?

(Note: This is to assist Councillors in identifying if they have a Material Personal Interest or Conflict of Interest in the agenda item - i.e. whether they should participate in the discussion and decision making).

No

Acronyms:

Are there any industry abbreviations that will be used in the report?

Note: This is important as particular professions or industries often use shortened terminology where they refer to the matter on a regular basis. However, for individuals not within the profession or industry it can significantly impact the readability of the report if these aren't explained at the start of the report).

No

Context:

Why is the matter coming before Council?

To seek formal endorsement of Councillor attendances so as to not compromise insurance entitlements should circumstances arise that lead to the submission of an insurance claim.

Background:

Has anything already happened in relation to this matter?

(Succinct overview of the relevant facts, without interpretation)

Peak Services is a recognised industry leader in Queensland and a Registered Training Organisation (RTO) with a breadth of courses, programs, workshops and services. The organisation offers a range of expertise in the local government sectors, including the delivery of training specifically developed for elected members.

A number of Councillors have indicated a keen interest in attending training sessions offered in February 2019, with Council soon commencing 2019/20 budget preparations for the final budget to be handed down by this term of Council, session details are as follows-

- Sustainable Asset Management (21/02/19) – Cr. O’Neil and Stanford
- Financial Reports & Budgets (22/02/19) – Cr. Chandler, O’Neil and Stanford

Sustainable Asset Management

The module assist with understanding your stewardship responsibilities, knowing what your community can afford and the need to move from annual budgeting to long term planning.

Financial Reports & Budgets

This module explores the way in which local governments are required to plan for the future, develop an annual budget and monitor, review and interpret financial reports.

Legislation, Local Laws, State Policies & Other Regulatory Requirements:

What does the legislation and other statutory instruments include about the matter under consideration?

(Include an extract of the relevant section’s wording of the legislation – please do not just quote the section number as that is of no assistance to Councillors)

Local Government Act 2009

Chapter 2

12Responsibilities of councillors

(1)A councillor must represent the current and future interests of the residents of the local government area.

(2)All councillors of a local government have the same responsibilities, but the mayor has some extra responsibilities.

(3)All councillors have the following responsibilities—

(a)ensuring the local government—

(i)discharges its responsibilities under this Act; and

(ii)achieves its corporate plan; and

(iii)complies with all laws that apply to local governments;

- (b) providing high quality leadership to the local government and the community;
- (c) participating in council meetings, policy development, and decision-making, for the benefit of the local government area;
- (d) being accountable to the community for the local government's performance.

Section 107 Insurance

- (1) A local government must maintain the following insurance—
 - (a) public liability insurance;
 - (b) professional indemnity insurance.
- (2) The insurance must be for at least the amount required under a regulation.
- (3) A local government may enter into a contract of insurance with WorkCover Queensland, or another insurer, to cover its councillors.
- (4) For that purpose, a councillor's role includes attending—
 - (a) meetings of the local government or its committees that the councillor is entitled or asked to attend; and
 - (b) meetings for a resident of the local government area; and
 - (c) conferences, deputations, inspections and meetings at which the councillor's attendance is permitted by the local government; and
 - (d) official functions organised for the local government.

Council Policies or Asset Management Plans:

Does Council have a policy, plan or approach ordinarily followed for this type of decision?

What are relevant sections of the policy or plan?

(Quote/insert the relevant section's wording / description within the report)

Expenses Reimbursement Policy (Councillors)

Input into the Report & Recommendation:

Have others' views or input been sourced in developing the report and recommendation to Council? (i.e. other than the report author?) What did each say? (Please include consultation with the funding body, any dates of critical importance or updates or approvals required)

Councillors of Maranoa Regional Council

Funding Bodies:

Is the project externally funded (or proposed to be)? If so, are there any implications in relation to the funding agreement or grant application. (Please do not just include names)

No

This Financial Year's Budget:

Will the matter under consideration impact how much Council collects in income or how much it will spend? How much (\$)? Is this already included in the budget? (Include the account number and description).

If the matter under consideration has not been included in the budget, where can the funds be transferred from? (Include the account number and description) What will not be done as a result?

Registration: \$530(GST free) for each one day course per person

	\$220 charged for assessment of each course (optional)
Accommodation & Meals:	Estimated at \$240 per night
Travel:	Flights estimated at \$453 per person
Total:	Estimate of \$1,223 per person

Associated costs to be drawn from Councilor's individual Conference budget.

Future Years' Budgets:

Will there need to be a change in future years' budgets to cater for a change in income or increased expenditure as a result of Council's decision? How much (\$)? (e.g. estimate of additional maintenance or operating costs for a new or upgraded project)

No

Impact on Other Individuals or Interested Parties:

Is there anyone who is likely to be particularly interested in or impacted by the decision, or affected by the recommendation if adopted? What would be their key interests or concerns? (Interested Parties Analysis - IS9001:2015)

No

Risks:

What could go wrong if Council makes a decision on this matter? (What is the likelihood of it happening and the consequence if it does) (List each identified risk in a table)

Risk	Description of likelihood & consequences
None identified	<Provide details>

Advice to Council:

What do you think Council should do, based on your skills, qualifications and experience, your knowledge of this and related matters, and the facts contained in the report?

(A summary of what the employee thinks Council needs to hear, not what they think individual Councillors want to hear – i.e. employees must provide sound and impartial advice – the employee's professional opinion)

Endorse attendances in support of expanding knowledge of Councillors in their role as leaders in delivering strong and sustainable financial management for the Maranoa.

Recommendation:

What is the 'draft decision' based on the advice to Council?

Does the recommendation suggest a decision contrary to an existing Council policy? If so, for what reason?

(Note: recommendations if adopted by Council become a legal decision of government and therefore must be clear and succinct about the action required by employees (unambiguous)).

Does this recommendation suggest a decision contrary to an existing Council policy? If so, for what reason?

That Council:

1. Endorse the attendance of Councillors O'Neil, and Stanford at the Sustainable Asset Management elected member training session on 21 February in Brisbane.

2. Endorse the attendance of Councillors O'Neil, Chandler and Stanford at the Financial Reports and Budgets elected member training session on 22 February in Brisbane.
3. Draw the required funds from attending individual Councillor Conference budgets.

Link to Corporate Plan:

Corporate Plan 2018-2023

Strategic Priority 2: Delivering strong financial management

2.1 Plan for our region's financial future

2.1.1 Consider both the short-term and longer term financial impacts of Council's policy development and decisions, on behalf of current and future residents.

Supporting Documentation:

Nil

Report authorised by:

Manager - Communication, Information & Administration Services

Director - Corporate, Community & Commercial Services

OFFICER REPORT

Meeting: General 13 February 2019

Date: 21 November 2018

Item Number: 12.1

File Number: D18/93435

SUBJECT HEADING: Request for Formal School Bus Zone - Surat State School

Classification: Open Access

Officer's Title: Manager – Program & Contract Management

Executive Summary:

Council has received a request from the Surat State School seeking to formalise a designated on road school bus zone at the school. Recently, the school had an increase of services with the addition of a second school bus service; consequently the school is seeking to endorse a suitable stopping area in lieu of the previous on-campus arrangement.

Officer's Recommendation:

That Council:

1. Endorse the placement of a school bus stopping zone along Cordia Street / Carnarvon Highway, Surat subject to review and approval by the Department of Transport and Main Roads; and
2. In conjunction with the Surat State School, consult with the staff and parents of the school regarding the changes associated with the installation of the proposed school bus stopping area.

Individuals or Organisations to which the report applies:

Are there any individuals or organisations who stand to gain a benefit, or suffer a loss, (either directly or indirectly) depending on the outcome of consideration of this matter?

(Note: This is to assist Councillors in identifying if they have a Material Personal Interest or Conflict of Interest in the agenda item - i.e. whether they should participate in the discussion and decision making).

Surat State School

Approved TransLink Bus Operators

Acronyms:

Are there any industry abbreviations that will be used in the report?

Note: This is important as particular professions or industries often use shortened terminology where they refer to the matter on a regular basis. However, for individuals not within the profession or industry it can significantly impact the readability of the report if these aren't explained at the start of the report).

Acronym	Description
DTMR	Department of Transport and Main Roads
MOU	Memorandum of Understanding
SCR	State Controlled Roads

Context:

Why is the matter coming before Council?

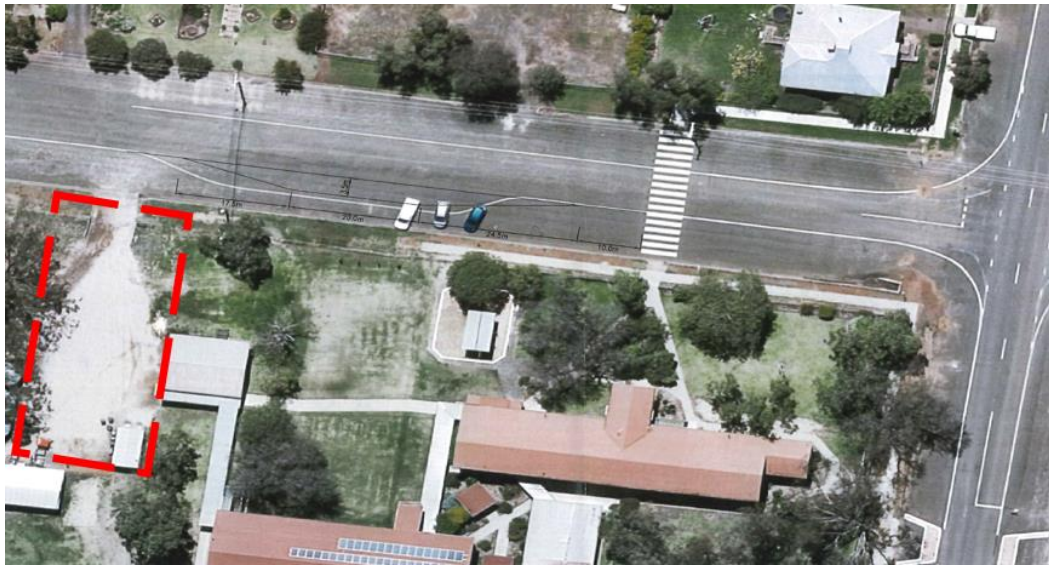
As the local government road authority, Council is responsible for the control of all roads, excluding State Controlled Road, within its local government area. The report presents Council with details of a request from the Surat State School and recommendations for consideration.

Background:

Has anything already happened in relation to this matter?

(Succinct overview of the relevant facts, without interpretation)

- Council has received a request from the Surat State School seeking to formalise a designated on road school bus zone at the school.
- Following discussions with the school, it has been noted that a number of recent changes has prompted the request to Council. These include:
 - The school has had an additional school bus service added and is seeking to formalise a suitable area in lieu of the previous on-campus the stopping area.
 - The schools existing/original bus service has recently been upgraded to a larger bus.
- Under the arrangements at the time of the request the bus drop off location was located off Robert Street on the school campus. A map outlining the area being used at the time of the request has been included below.
- As part of the onsite discussions with the key users, Council were advised that this location, when being used, required the bus to complete a number of reversing manoeuvres [due to the size of the area] for the bus to exit the grounds. Concerns were raised by both the principal and bus operators regarding the safety of such arrangement.
- It was also noted that the area is of a gravel standard and therefore would be problematic from an ongoing maintenance perspective and when loading and unloading children in wet weather
- Initially, Robert Street was identified as the preferred location for the bus zone.



- Council's Design Services Team completed a preliminary design for the proposed Robert Street location. A number of undesirable situations were identified with this location as part of the preliminary design process. These were discussed with the school, which included;
 - Due to the width of Robert Street, the size of the entry tapers were significant to allow the bus stopping zone to be directly adjacent to the kerb and channel.
 - The existing cross fall of Robert Street and section adjacent to the footpath is steep and may be problematic for students negotiating the area between the bus and footpath.
 - The large tapers required a considerable footprint to be occupied to facilitate the installation of a compliant bus stopping zone.
 - The nature of the linemarking required to delineate the bus zone would have resulted in the area needing to be used exclusively as a bus zone. This would significantly reduce existing car parking capacity on Robert Street.
 - Feedback from discussions with the school noted that Robert Street is used primarily for long term parking and drop off for students arriving by car.
 - During wet weather events, the kerb and channel on Robert Street forms a critical stormwater link for the town. The proposed location of the bus stop is known to have considerable water flows [depth, width and velocity] during such events.

- For reference, a copy of the draft preliminary design drafted for Robert Street is included.

Draft Preliminary Design Option – Robert Street, Surat

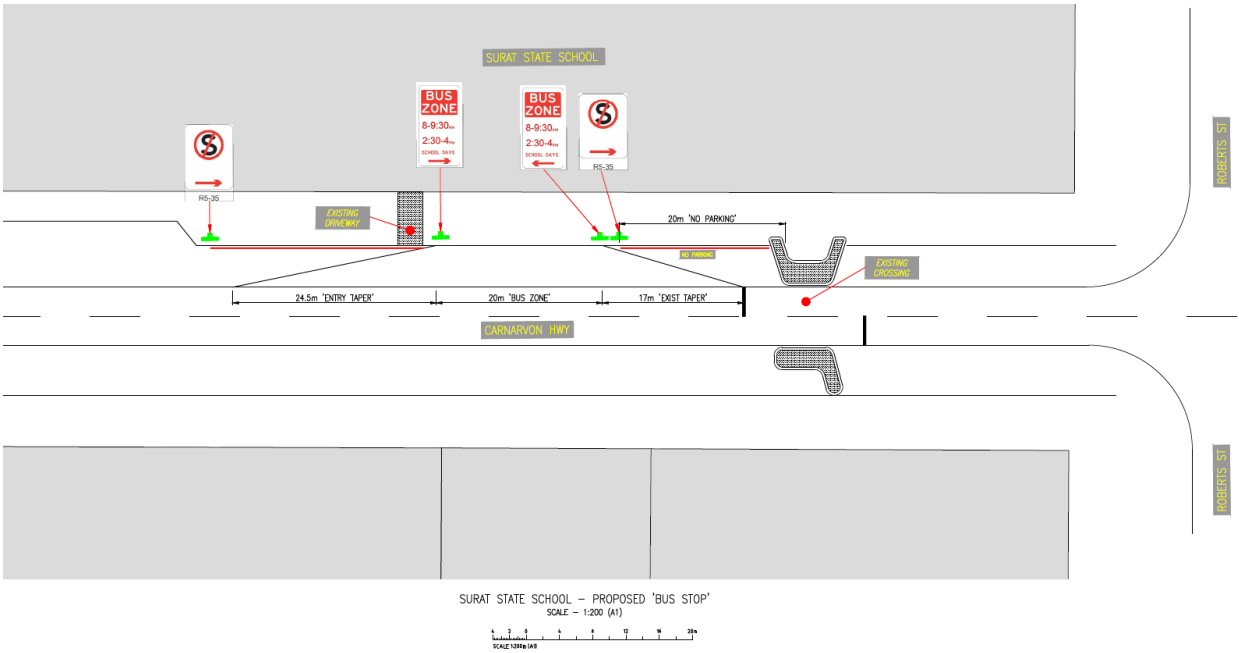


- The results of the preliminary design and review of the Robert Street option were discussed with the school. During a subsequent site visit, Cordelia Street was identified as a preferred sight for the new bus zone.
- Given the proximity of the new proposed bus zone to the State Controlled Network, a preliminary discussion was held with the Department of Main Road to discuss the Cordelia Street option.
- Council's Design Services Team has now completed the preliminary design for the Cordelia Street option. A copy of the overall site plan and design have been included in the report.
- The Cordelia Street preliminary design has been sent to DTMR and TransLink for consideration and approval.

New proposed site – Cordelia Street, Surat



Draft Preliminary Design Option – Cordelia Street, Surat



Legislation, Local Laws, State Policies & Other Regulatory Requirements:
What does the legislation and other statutory instruments include about the matter under consideration?

(Include an extract of the relevant section's wording of the legislation – please do not just quote the section number as that is of no assistance to Councillors)

There is a number of road design guidelines that apply to the placement of a school bus zone. The main guidelines applicable in this instance include:

- TMR supplement to Austroads Guide – School Bus Zone Layout
- DTMR – Volume 2 Part 5 Road Safety for Rural & Remote Areas

Given the proximity of the proposed works with the State Controlled Road Network (i.e. Carnarvon Highway), the MOU for the determination of Cost-sharing Arrangements between the DTMR and Queensland Local Governments applies in this instance.

The purpose of the MOU is to promote cooperation and good practice in the interaction between DTMR and local governments about road related business on a SCR and those areas immediately adjacent to and under the control of local government authority (including local roads). It should be noted that the MOU is a policy document and does not override any Local, State or Commonwealth legislative responsibilities.

The area of the proposed bus zone on Cordelia Street falls under the item definition of “*parts of the carriageway other than traffic lanes, shoulders/cycle lanes that is typically used solely for parking*”. A summary of the MOU requirements for such area is outlined below.

3.5 Summary of Cost Sharing Responsibilities

COST SHARING RESPONSIBILITY – PARKING						
Item	Planning	Design	Funding of Construction	Funding of Rehabilitation	Funding of Maintenance	Ownership
Parts of the carriageway other than traffic lanes, shoulders/ cycle lanes that is typically used solely for parking	Joint	Joint	Local Government funds the construction of that area of carriageway that is not a traffic lane or associated shoulder/cycle lane.	Local Government funds the rehabilitation of that area of carriageway that is not a traffic lane or associated shoulder/cycle lane.	Local Government funds the maintenance of that area of carriageway that is not a traffic lane or associated shoulder/cycle lane.	TMR with the exception of parking meter equipment, in-ground sensors and signs.

Council Policies or Asset Management Plans:

Does Council have a policy, plan or approach ordinarily followed for this type of decision?
What are relevant sections of the policy or plan?

(Quote/insert the relevant section's wording / description within the report)

Council Policy – Road Network Design Standards and Capricornia Municipal Development Guidelines (CMDG) outlines the minimum design and construction specifications and drawings to be applied to road network infrastructure within the Maranoa Regional Council.

Urban Streets Asset Management Plan - In accordance with this plan, Section 4.5 – Asset Program to meet demand, Council has identified that it will assess new assets required to meet demand. Council has been advised that the school enrolment numbers have grown to approximately 100 students of which approximately one third of these enrolments travel to and from school via bus.

Input into the Report & Recommendation:

Have others' views or input been sourced in developing the report and recommendation to Council? (i.e. other than the report author?) What did each say?

(Please include consultation with the funding body, any dates of critical importance or updates or approvals required)

- Assets Officer Transport Network – assisted in managing the overall request and the drafting of the report. Reviewed linkages to Council Policy and Asset Management Plans. Attended site visits and assisted in organising the preliminary design and meeting discussions with DTMR.
- Specialist Design Service – prepared draft plans for the project.
- Project Officer Capital Works – provided valuable input into the design review process and local conditions along Robert Street
- Surat State School Principal – initial applicant. Meet on site on a number of occasions to discuss options.
- Bus Operator of the Original Bus service – meet Council Officer's on site to discuss concerns regarding the on-campus bus stop arrangements.
- TransLink Transport Network Coordinator:
 - Provided detail surrounding the size of the buses that will be using the new proposed zone; and
 - In September, TransLink formally advised Council that a second bus service had been approved for Surat State School.
- Department of Transport and Main Roads – provides advice as to the requirements associated with the project and its interaction with the State Controlled Road Network. DTMR are currently completing a design review of the preliminary design option for Cordelia Street.

Funding Bodies:

Is the project externally funded (or proposed to be)? If so, are there any implications in relation to the funding agreement or grant application. (Please do not just include names)

Nil. Under the MOU arrangement, it is noted that funding of construction, would be the responsibility of Council.

This Financial Year's Budget:

Will the matter under consideration impact how much Council collects in income or how much it will spend? How much (\$) ? Is this already included in the budget? (Include the account number and description).

If the matter under consideration has not been included in the budget, where can the funds be transferred from? (Include the account number and description) What will not be done as a result?

Based on the draft preliminary design for the Cordelia Street option, the work scope includes minor line marking, installation of four (4) new bus zone signs and short extension of the existing barrier fencing. It is estimated that costs associated with the current design would be in the order of \$3,500.

It would be recommended that the works be funded through 02446.2022 – School Bus (Regional). There is a current budget provision of \$77,776, with no expenditure incurred against this to date; however it should be noted that the final design and scope of works will need to consider the outcome of the DTMR review.

Future Years' Budgets:

Will there need to be a change in future years' budgets to cater for a change in income or increased expenditure as a result of Council's decision? How much (\$)? (e.g. estimate of additional maintenance or operating costs for a new or upgraded project)

Future renewal of signage, fencing and line marking would needed to be funded through the street operations and maintenance budget.

Impact on Other Individuals or Interested Parties:

Is there anyone who is likely to be particularly interested in or impacted by the decision, or affected by the recommendation if adopted? What would be their key interests or concerns?
(Interested Parties Analysis - IS9001:2015)

Parking impact – Families/parents and teachers on street parking reduced

Bus Students – Improved parking for the bus allows safer drop off and pick up zone

Risks:

Is there any uncertainty associated with the requested decision? What could go wrong if Council makes a decision on this matter? (What is the likelihood of it happening and the consequence if it does)

Risk	Description of likelihood & consequences
Safety of implemented solution	A number of road design guidelines apply to the placement of a school bus zone. It is planned that these guidelines would be used as the basis for any proposed solution.
Failure to provide a dedicated School Bus Zone area	Increases the risk of unpredictable drop off options, or locations that at less than desirable. This presents in increase risk to the driver, other motorists and children using the service.
Loss of car parking due to the implementation of School Bus Zone	The Robert Street design option has a considerable design footprint that is likely to impact on the current parking arrangements. The planned solution for Cordelia Street minimises the impact on existing parking at the school.
Failure to communicated planned traffic condition changes with the main users	The draft recommendation provides an action that Council, in conjunction with the Surat State School, consult with the staff and parents of the school regarding the changes associated with the installation of the proposed school bus stopping area.

Advice to Council:

What do you think Council should do, based on your skills, qualifications and experience, your knowledge of this and related matters, and the facts contained in the report?

As per the recommendation.

Recommendation:

What is the 'draft decision' based on the advice to Council?

Does the recommendation suggest a decision contrary to an existing Council policy? If so, for what reason?

(Note: recommendations if adopted by Council become a legal decision of government and therefore must be clear and succinct about the action required by employees (unambiguous)).

That Council:

1. Endorse the placement of a school bus stopping zone along Cordia Street / Carnarvon Highway, Surat subject to review and approval by the Department of Transport and Main Roads; and
2. In conjunction with the Surat State School, consult with the staff and parents of the school regarding the changes associated with the installation of the proposed school bus stopping area.

Link to Corporate Plan:

Corporate Plan 2018-2023

Strategic Priority 1: Getting the basics right

1.3 Manage our region's urban and rural roads

1.3.3 E Deliver the capital works program approved through the budget, focussing limited available funding on renewal of existing roads.

Supporting Documentation:

[1](#) Mr Justin Washington - Principal, Surat State School - D18/96759
Request for designated school bus zone - Robert Street
Surat

Report authorised by:

Deputy Chief Executive Officer/Director - Development, Facilities & Environmental Services

Karen McMillan

From: WASHINGTON, Justin (jwash9) <jwash9@eq.edu.au>
Sent: Wednesday, 18 April 2018 11:35 AM
To: CEO
Subject: Surat State School

To Maranoa Regional Council CEO,

I am writing to request council to establish a designated school bus stop for Surat State School, currently the school bus enters the school grounds to drop off and pick up students. Due safety and the view of the bus being upgraded to a larger bus, the current location is not suitable. Therefore a bus stop located on Robert Street is requested. Additionally, the Surat to Roma school bus stops directly on the school crossing zone on Robert Street and would therefore make use of the new bus stop.

I am happy to meet and discuss this matter with council.

I look forward to hearing from you.

Regards

Mr Justin Washington
Principal
Surat State School

46264333

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OFFICER REPORT

Meeting: General 13 February 2019

Date: 1 February 2019

Item Number: 12.2

File Number: D19/6597

SUBJECT HEADING: Request from assessment 13004536 for
Extension to Council's Regional Water Supply
Zone Boundary - Additional Information

Classification: Open Access

Officer's Title: Manager - Water, Sewerage & Gas

Executive Summary:

At the Council meeting of 23 January 2019, Council considered the report on this matter and requested additional information regarding the costings. GM/01.2019/12.

Officer's Recommendation:

That Council

- Note the contents of this report
- Decline the request to expand the Regional Water Supply Zone
- Inform the applicant of this decision

Individuals or Organisations to which the report applies:

Are there any individuals or organisations who stand to gain a benefit, or suffer a loss, (either directly or indirectly) depending on the outcome of consideration of this matter?

(Note: This is to assist Councillors in identifying if they have a Material Personal Interest or Conflict of Interest in the agenda item - i.e. whether they should participate in the discussion and decision making).

Applicants on lot 197 on Plan M535 are requesting this extension of the Regional Water Supply Zone boundary, to enable them to connect to the water supply

Acronyms:

Are there any industry abbreviations that will be used in the report?

Note: This is important as particular professions or industries often use shortened terminology where they refer to the matter on a regular basis. However, for individuals not within the profession or industry it can significantly impact the readability of the report if these aren't explained at the start of the report).

Acronym	Description
<Insert Acronym>	<Provide details>

Context:

Why is the matter coming before Council?

There is a request to extend the boundary of the Regional Water Supply Zone. This requires Council approval to implement. At the Council meeting of 23 January 2019, Council considered the report and requested additional information regarding the costings. GM/01.2019/12.

Background:

Has anything already happened in relation to this matter?

(Succinct overview of the relevant facts, without interpretation)

The applicants wish to develop their lot and have requested a connection to the Council water reticulation network. There is no water main near this lot and they are well outside of the Regional Water Supply Zone. They have therefore requested that Council extend the boundary of the supply zone to allow them to access this network.

Legislation, Local Laws, State Policies & Other Regulatory Requirements:

What does the legislation and other statutory instruments include about the matter under

consideration? (Include an extract of the relevant section's wording of the legislation – please do not just quote the section number as that is of no assistance to Councillors)

N/A

Council Policies or Asset Management Plans:

Does Council have a policy, plan or approach ordinarily followed for this type of decision?

What are relevant sections of the policy or plan?

(Quote/insert the relevant section's wording / description within the report)

The Regional Domestic Water Services Policy sets out the conditions of the connection should this request be approved.

Input into the Report & Recommendation:

Have others' views or input been sourced in developing the report and recommendation to Council? (i.e. other than the report author?) What did each say? (Please include consultation with the

funding body, any dates of critical importance or updates or approvals required)

Team Coordinator - Projects & Compliance WSG. He supports the recommendation to decline this request.

Manager, Planning & Building Development – provided the following comment:

The subject lot is located in the Rural Zone of the Maranoa Planning Scheme 2017 and is outside of the Strategic Plan which identifies land intended to accommodate future urban growth over the next 10-15 years. The lot is outside the approved Water Supply Service Area in the adopted Local Government Infrastructure Plan (LGIP) and the LGIP does not include any provision to extend the reticulated water supply network to service the lot.

Rick Johnson – Johnson Drilling on drilling costs for the bore. He confirmed that a bore could easily be constructed for \$50,000.

Funding Bodies:

Is the project externally funded (or proposed to be)? If so, are there any implications in relation to the funding agreement or grant application. (Please do not just include names)

N/A

This Financial Year's Budget:

Will the matter under consideration impact how much Council collects in income or how much it will spend? How much (\$) Is this already included in the budget? (Include the account number and description).

If the matter under consideration has not been included in the budget, where can the funds be transferred from? (Include the account number and description) What will not be done as a result?

Applicant has offered to pay all costs associated with the proposed main extension.

Future Years' Budgets:

Will there need to be a change in future years' budgets to cater for a change in income or increased expenditure as a result of Council's decision? How much (\$)? (e.g. estimate of additional maintenance or operating costs for a new or upgraded project)

The applicant would be charged an access charge as well as usage charge for the water connection, which would go towards the ongoing cost for maintenance and operations. To service this lot would require an extension of the mains of approximately 2.3km. The revenue collected would not cover the ongoing costs for this length of main.

Note the applicant states that the extension of the water main is only 800m. This assumes extending an existing water main through private property (currently owned by the Ferrier family) directly to their lot. This cannot be supported, Council do not construct water mains in private properties for security of the supply and to facilitate future maintenance and renewal activities. It is recommended that if they were to connect to the reticulation a new main would have to be constructed from the corner of Currey Street and Geoghegan Road. This is a distance of 2,300m.

Impact on Other Individuals or Interested Parties:

Is there anyone who is likely to be particularly interested in or impacted by the decision, or affected by the recommendation if adopted? What would be their key interests or concerns?
(Interested Parties Analysis - IS9001:2015)

The Roma water supply has been modeled assuming growth in the urban area. Allowing the Regional Water Supply Zone to expand, places an additional burden on the system that could impact on existing and future users in the Urban Supply Zone. It is recommended that the Regional Water Supply Zones only be expanded in exceptional circumstances.

The Roma water strategy reflects the results of modelling of the network, to eliminate issues that have arisen from indiscriminate expansions in the past and under sized water mains. To allow any expansion of the Water Supply Zones that are contrary to this strategy, can lead to pressure and flow issues for other consumers.

The recent water supply issues in Roma recently highlight these risks of allowing the network to expand beyond its designed area. Additional demand places a risk on affecting existing consumers as well as those future consumers within the Urban Water Supply Area.

Risks:

What could go wrong if Council makes a decision on this matter? (What is the likelihood of it happening and the consequence if it does) (List each identified risk in a table)

Risk	Description of likelihood & consequences
Pressure and supply issues to other consumers	The expansion of the Regional Water Supply Zone places an additional burden on the system with a high probability of affecting other consumers. This can result in other consumers experiencing pressure problems and other supply issues such as poor flow. If bores are used

	<p>for excessive hours this can also create taste problems and can lead to equipment failures.</p> <p>Expanding the Regional Water Supply Zone boundary allows all other properties within that extended area to apply for a water supply as well, further exacerbating the problem.</p>
--	--

Advice to Council:

What do you think Council should do, based on your skills, qualifications and experience, your knowledge of this and related matters, and the facts contained in the report?

(A summary of what the employee thinks Council needs to hear, not what they think individual Councillors want to hear – i.e. employees must provide sound and impartial advice – the employee's professional opinion)

It is recommended that Council decline this request and not approve the expansion of the Regional Water Supply Zone. The expansion of this zone will have a negative impact on other consumers. Council will also incur ongoing additional maintenance and operations costs.

The cost of extending the main to service this lot is approximately \$75,000, to be paid by the applicant and the applicant could sink their own bore for close to this sum. Rick Johnson has confirmed that a bore could easily be sunk for \$50,000, allowing \$25,000 for the pump and other equipment that might be required.

Recommendation:

What is the 'draft decision' based on the advice to Council?

Does the recommendation suggest a decision contrary to an existing Council policy? If so, for what reason?

(Note: recommendations if adopted by Council become a legal decision of government and therefore must be clear and succinct about the action required by employees (unambiguous)).

Does this recommendation suggest a decision contrary to an existing Council policy? If so, for what reason?

That Council decline this request and not approve the expansion of the Regional Water Supply Zone

Link to Corporate Plan:

Corporate Plan 2018-2023

Strategic Priority 1: Getting the basics right

1.1 Supply water to our towns

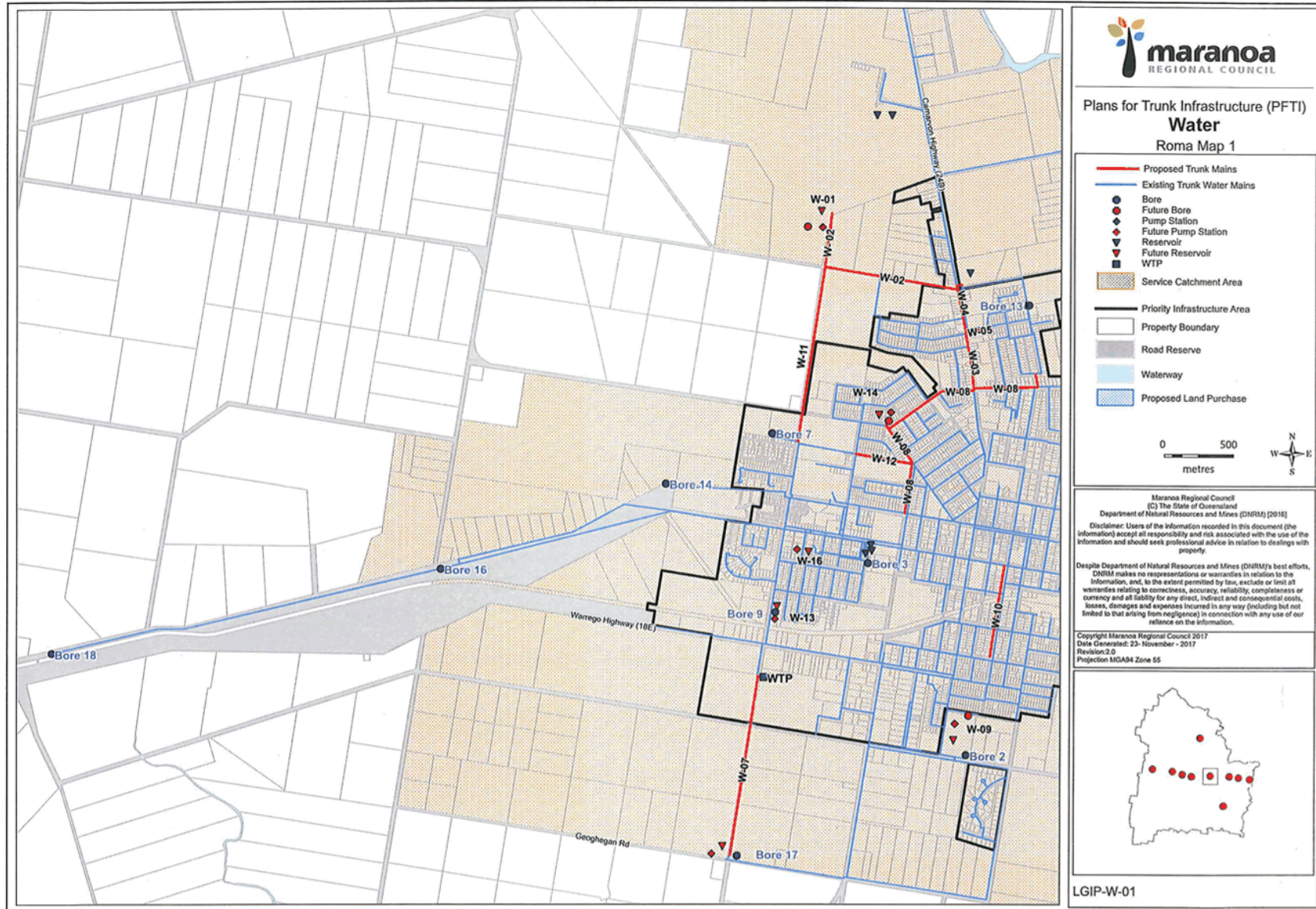
1.1.1 Deliver water to the right standard for the health of our communities, ensuring compliance with the State Government's Water Supply (Safety and Reliability) Act 2008 and Regulation 2011, and Public Health Act 2005 and Regulation 2005.

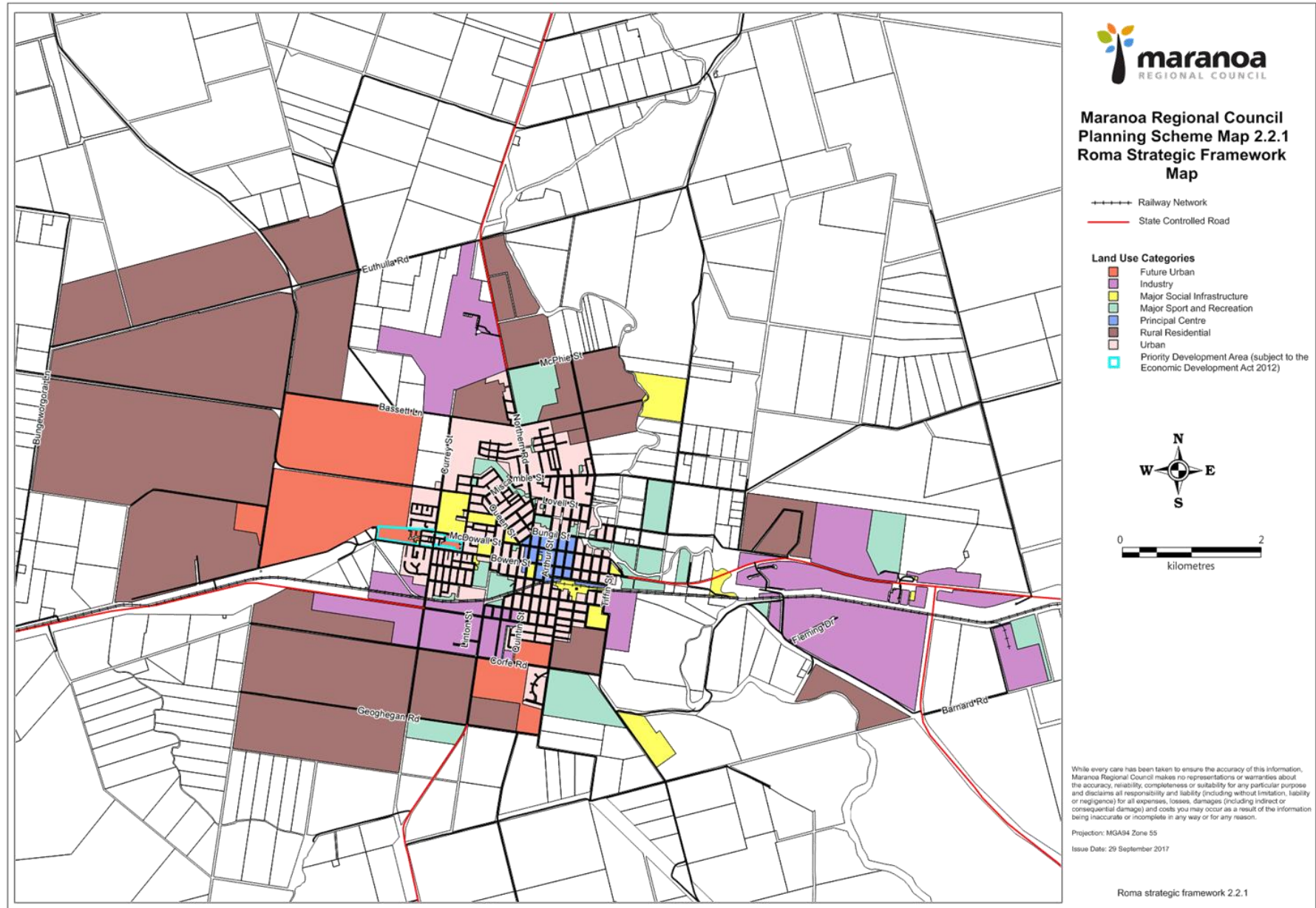
Supporting Documentation:

- | | | |
|-------------------|---|----------|
| 1 | Maranoa Planning Scheme 2017 - Schedule 3 - LGIP-Water Roma Map 1 LGIP-W-01 | D19/9073 |
| 2 | Planning Scheme Map 2.2.1 Roma Strategic Plan Framework Map | D19/9075 |

Report authorised by:

Deputy Chief Executive Officer/Director - Development, Facilities & Environmental Services





OFFICER REPORT

Meeting: General 13 February 2019

Date: 1 February 2019

Item Number: 12.3

File Number: D19/6611

SUBJECT HEADING: Asset Management Plan - Water Network,
Revision January 2019.

Classification: Open Access

Officer's Title: Manager - Water, Sewerage & Gas

Executive Summary:

Council is responsible for the management of 264.762 kilometres of water main and associated infrastructure with a replacement value of \$76,774,265. The development of a 10 year asset management plan provides direction and aids in ensuring that services are provided in a financially sustainable manner.

This revision provides more accurate renewal data and updates the capital upgrades required. It also incorporates the Bore Replacement Strategy and Fire Capacity Shortfall exercise recently completed.

Officer's Recommendation:

That Council;

1. Receive the Water Network Asset Management Plan (AMP) Rev 1 as presented;
2. Endorse the Water Network AMP for inclusion in the Local Government Infrastructure Planning documentation; and
3. Consider the Water Network AMP in parallel with budget preparation.

Individuals or Organisations to which the report applies:

Are there any individuals or organisations who stand to gain a benefit, or suffer a loss, (either directly or indirectly) depending on the outcome of consideration of this matter?

(Note: This is to assist Councillors in identifying if they have a Material Personal Interest or Conflict of Interest in the agenda item - i.e. whether they should participate in the discussion and decision making).

The AMP addresses issues that affect all of the communities that have water supply networks.

Acronyms:

Are there any industry abbreviations that will be used in the report?

Note: This is important as particular professions or industries often use shortened terminology where they refer to the matter on a regular basis. However, for individuals not within the profession or industry it can significantly impact the readability of the report if these aren't explained at the start of the report).

Acronym	Description
AMP	Asset Management Plan

Context:

Why is the matter coming before Council?

The AMP provides direction for the water network for the next 10 years including the costs associated with this. The contents and costs need to be endorsed by Council to allow them to be considered in future budget preparations.

Copies of the draft plan will be provided under separate cover.

Background:

Has anything already happened in relation to this matter?

(Succinct overview of the relevant facts, without interpretation)

Council endorsed the previous version of this AMP on 13 December 2017. GM/12.2017/110. The AMP is to be reviewed annually.

In this review, the following items were addressed:

- Updated the asset details and valuation values
- The references to the Corporate Plan 2018-2023 were included
- Included the results from the 2018 customer survey
- The water main condition scores were extensively reviewed, providing more accurate renewal dates and costs
- The bore replacement strategy was prepared and included in the appendices. The costs associated with this report have been included in the tables and graphs
- Details of the firefighting capacity shortfall have been included in the appendices and costs associated with this report included in the tables and graphs
- The previous report included a full listing of all components with a condition of 4-5. This has been removed and replaced with the detailed 10 year renewal program including assets and costs.

Legislation, Local Laws, State Policies & Other Regulatory Requirements:

What does the legislation and other statutory instruments include about the matter under consideration?

(Include an extract of the relevant section's wording of the legislation – please do not just quote the section number as that is of no assistance to Councillors)

N/A

Council Policies or Asset Management Plans:

Does Council have a policy, plan or approach ordinarily followed for this type of decision?

What are relevant sections of the policy or plan?

(Quote/insert the relevant section's wording / description within the report)

Council has an Asset Management Policy and this AMP falls under that policy.

Input into the Report & Recommendation:

Have others' views or input been sourced in developing the report and recommendation to Council? (i.e. other than the report author?) What did each say? (Please include consultation with the funding body, any dates of critical importance or updates or approvals required)

Team Coordinator - Projects & Compliance WSG – reviewed Bore Replacement Strategy and provided input into the firefighting capacity shortfall exercise. He supported the reports and costings included in this AMP.

Team Leaders WSG – input was sought from all of the Team Leaders WSG on Bore Replacement Strategy and the firefighting capacity shortfall exercise. They provided useful input that was incorporated into the final reports.

Lead Infrastructure Program Funding, Budget Coordination Officer – reviewed the AMP and the workings for the financials. Comments received were addressed.

Funding Bodies:

Is the project externally funded (or proposed to be)? If so, are there any implications in relation to the funding agreement or grant application. (Please do not just include names)

The AMP identifies that the ten year program cannot be achieved without external funding unless the water charges are increased significantly.

This Financial Year's Budget:

Will the matter under consideration impact how much Council collects in income or how much it will spend? How much (\$)? ***Is this already included in the budget? (Include the account number and description).***

If the matter under consideration has not been included in the budget, where can the funds be transferred from? (Include the account number and description) What will not be done as a result?

N/A

Future Years' Budgets:

Will there need to be a change in future years' budgets to cater for a change in income or increased expenditure as a result of Council's decision? How much (\$)? (e.g. estimate of additional maintenance or operating costs for a new or upgraded project)

The AMP feeds directly into the budget preparation process and will be referred to for maintenance and operational costs as well as identifying upgrades and renewals in this and future budget preparation exercises.

Impact on Other Individuals or Interested Parties:

Is there anyone who is likely to be particularly interested in or impacted by the decision, or affected by the recommendation if adopted? What would be their key interests or concerns?
(Interested Parties Analysis - IS9001:2015)

The Queensland Fire and Emergency Services would be interested in the firefighting capacity shortfall exercise. This addresses current gaps in the hydrant coverage and the ability to provide fire fighting capacity.

Risks:

What could go wrong if Council makes a decision on this matter? (What is the likelihood of it happening and the consequence if it does) (List each identified risk in a table)

Risk	Description of likelihood & consequences
Council not endorsing AMP revision	The budget preparation will be carried out with costings that are out of date and could lead to insufficient budgets being approved to carry out necessary works.
Bore Replacement strategy is not	The operational activities identified to check bore condition may not proceed and there would be no

approved	allowance for the activities identified to reduce this risk.
Firefighting capacity shortfall exercise is not approved	Potential risks with inadequate firefighting capacity will continue.

Advice to Council:

What do you think Council should do, based on your skills, qualifications and experience, your knowledge of this and related matters, and the facts contained in the report?

(A summary of what the employee thinks Council needs to hear, not what they think individual Councillors want to hear – i.e. employees must provide sound and impartial advice – the employee's professional opinion)

This AMP is an accurate reflection of the requirements at this time with the information to hand. Funding will be an issue and this is acknowledged in the AMP, but the required budgets need to be highlighted in order to work towards the optimum solution. Council should therefore endorse this AMP to allow planning to proceed towards implementing it.

Recommendation:

What is the 'draft decision' based on the advice to Council?

Does the recommendation suggest a decision contrary to an existing Council policy? If so, for what reason?

(Note: recommendations if adopted by Council become a legal decision of government and therefore must be clear and succinct about the action required by employees (unambiguous)).

Does this recommendation suggest a decision contrary to an existing Council policy?

If so, for what reason?

That Council;

1. Receive the Water Network Asset Management Plan (AMP) Rev 1 as presented;
2. Endorse the Water Network AMP for inclusion in the Local Government Infrastructure Planning documentation; and
3. Consider the Water Network AMP in parallel with budget preparation.

Link to Corporate Plan:

Corporate Plan 2018-2023

Strategic Priority 4: Growing our region

4.6 Supply reticulated gas for domestic, commercial and industrial use

4.6.3 Provide annual service delivery, infrastructure renewal and upgrade.

Supporting Documentation:

Nil

Report authorised by:

Lead Infrastructure Program Funding & Budget Coordination Officer

Deputy Chief Executive Officer/Director - Development, Facilities & Environmental Services

OFFICER REPORT

Meeting: General 13 February 2019

Date: 8 February 2019

Item Number: 12.4

File Number: D19/9157

SUBJECT HEADING: Actions for Roma Bore Security

Classification: Open Access

Officer's Title: Manager - Water, Sewerage & Gas

Executive Summary:

Following the recent water supply shortage in Roma in January, an action plan has been developed to provide more security against a repeat of this type of event. This report highlights the proposed actions.

Officer's Recommendation:

That Council note the contents of this report

Individuals or Organisations to which the report applies:

Are there any individuals or organisations who stand to gain a benefit, or suffer a loss, (either directly or indirectly) depending on the outcome of consideration of this matter?

(Note: This is to assist Councillors in identifying if they have a Material Personal Interest or Conflict of Interest in the agenda item - i.e. whether they should participate in the discussion and decision making).

Roma water consumers

Acronyms:

Are there any industry abbreviations that will be used in the report?

Note: This is important as particular professions or industries often use shortened terminology where they refer to the matter on a regular basis. However, for individuals not within the profession or industry it can significantly impact the readability of the report if these aren't explained at the start of the report).

Acronym	Description
<Insert Acronym>	<Provide details>

Context:

Why is the matter coming before Council?

In January 2019 Roma water supply was severely compromised due to the failure of bore 17 as well bores 12 and 7. This resulted in the bores not being able to meet demand and keep the reservoirs full. Many customers had very low pressure and at times no water. A meeting was held to brainstorm how this can be addressed to reduce the risk of a repeat occurrence. This report summarises the finding of that meeting.

The following actions were identified;

Low cost actions:

- A roster is being prepared for watering for school and sports fields. This will spread the load better and reduce the peak demand.
- Check the trunk mains from bores 14, 16 & 18 to minimise the impact that they have on each other.
- Introduce a water restriction system with levels from 1-5 clearly stating the parameters for each.
- Enforcing water restrictions would result in better adherence to the water restrictions in place and significantly reduce demand.
- Education programmes in schools to make the children more aware of the need for conservation.

Medium cost actions:

- Produce a fridge magnet for the water restriction levels and send it out to each household.
- Purchase spare inner casings to have in stock. These cost in the order of \$1,000 per length and we would order 3 (we already have 7 in storage).
- Purchase a larger motor for bore 15 and keep the current motor as a spare for bores 14,15,16,17 & 18. This would cost in the order of \$15-20,000.

Higher costs actions:

- Construct a new bore at McGrath Park to replace bore 5. This will feed directly into the reservoir at the tower. At this time we would only construct the bore at a cost of about \$450K and connect it into existing reticulation. For the future we would consider a separate delivery pipeline and generator at this site. Long term a reservoir is planned for this site with a booster system.
- Construct a main down Currey Street from bore 19 to Miscamble Street reservoir. The approximate cost is \$300,000.

Longer term actions:

- Investigate the possibility and cost of cleaning out the old tanks at the power station and rehabilitating them to put them back in service. This includes refurbishment of the booster pumps.
- Alter the pipework and valving at bore 11 to allow it to feed into the reticulation in the event that bore 15 is out of commission.
- It is important to address renewal of old mains at the level identified in the AMP. The recent improvement in pressures combined with very dry conditions have increased the frequency of breaks which wastes a lot of water.
- A bore strategy has been prepared, incorporated into the revision of the AMP. This highlights additional actions such as regular inspections of bores to identify potential failures of bores earlier.
- Should smaller bore such as bore 2 fail we would replace this with a larger bore to provide more redundancy.
- Bassett Park should have its own source of water to reduce the impact on the network.
- Bore 7 will be tested for metals in spring to allow it to be ready for summer use if required.

Background:

Has anything already happened in relation to this matter?

(Succinct overview of the relevant facts, without interpretation)

The low cost actions are currently being addressed. Seven of the required ten Inner casings have been secured. The new bore at McGrath Park has been put forward as the third project for the LGGSP funding application.

Legislation, Local Laws, State Policies & Other Regulatory Requirements:

What does the legislation and other statutory instruments include about the matter under consideration? (Include an extract of the relevant section's wording of the legislation – please do not just quote the section number as that is of no assistance to Councillors)

Nil

Council Policies or Asset Management Plans:

Does Council have a policy, plan or approach ordinarily followed for this type of decision?

What are relevant sections of the policy or plan?

(Quote/insert the relevant section's wording / description within the report)

In line with the Water Network AMP

Input into the Report & Recommendation:

Have others' views or input been sourced in developing the report and recommendation to Council? (i.e. other than the report author?) What did each say? (Please include consultation with the funding body, any dates of critical importance or updates or approvals required)

Team Coordinator - Projects & Compliance WSG
Team Coordinator - Operations & Maintenance Water
Team Leader Water Sewerage – Roma / Injune / Muckadilla
Water Plant Operator Roma
Assistant Water Treatment Plant Operator
Plumber Gas services
Deputy CEO / Director, Development, Facilities & Environmental Services
Chief Executive Officer

These Council staff members attended the brain storm session and contributed to the list of actions.

Funding Bodies:

Is the project externally funded (or proposed to be)? If so, are there any implications in relation to the funding agreement or grant application. (Please do not just include names)

The Bore 20 will be submitted for external funding.

This Financial Year's Budget:

Will the matter under consideration impact how much Council collects in income or how much it will spend? How much (\$)? Is this already included in the budget? (Include the account number and description).

If the matter under consideration has not been included in the budget, where can the funds be transferred from? (Include the account number and description) What will not be done as a result?

The higher cost items will be presented at future budget preparation meetings.

Future Years' Budgets:

Will there need to be a change in future years' budgets to cater for a change in income or increased expenditure as a result of Council's decision? How much (\$)? (e.g. estimate of additional maintenance or operating costs for a new or upgraded project)

There will be no change to the costs identified in the Water Network AMP.

Impact on Other Individuals or Interested Parties:

Is there anyone who is likely to be particularly interested in or impacted by the decision, or affected by the recommendation if adopted? What would be their key interests or concerns?

(Interested Parties Analysis - IS9001:2015)

N/A

Risks:

What could go wrong if Council makes a decision on this matter? (What is the likelihood of it happening and the consequence if it does) (List each identified risk in a table)

Risk	Description of likelihood & consequences
<Insert Risk>	<Provide details>

Advice to Council:

What do you think Council should do, based on your skills, qualifications and experience, your knowledge of this and related matters, and the facts contained in the report?

(A summary of what the employee thinks Council needs to hear, not what they think individual Councillors want to hear – i.e. employees must provide sound and impartial advice – the employee's professional opinion)

N/A

Recommendation:

What is the 'draft decision' based on the advice to Council?

Does the recommendation suggest a decision contrary to an existing Council policy? If so, for what reason?

(Note: recommendations if adopted by Council become a legal decision of government and therefore must be clear and succinct about the action required by employees (unambiguous)).

Does this recommendation suggest a decision contrary to an existing Council policy? If so, for what reason?

That Council note the contents of this report

Link to Corporate Plan:

Corporate Plan 2018-2023

Strategic Priority 1: Getting the basics right

1.1 Supply water to our towns

1.1.1 Deliver water to the right standard for the health of our communities, ensuring compliance with the State Government's Water Supply (Safety and Reliability) Act 2008 and Regulation 2011, and Public Health Act 2005 and Regulation 2005.

Supporting Documentation:

Nil

Report authorised by:

Deputy Chief Executive Officer/Director - Development, Facilities & Environmental Services

OFFICER REPORT

Meeting: General 13 February 2019

Date: 5 February 2019

Item Number: 13.1

File Number: D19/8034

SUBJECT HEADING: Closure of Library Services for Staff to Attend Training 2019

Classification: Open Access

Officer's Title: Support Officer - Economic & Community Development

Executive Summary:

Request for closure of library services to conduct staff training workshops on dates listed below for 2019.

Officer's Recommendation:

That Council endorse the closure of Library Services to allow all staff to attend staff training.

Dates of Workshops for 2019:

- Wednesday, 3 April 2019
 - Friday, 6 December 2019
-

Individuals or Organisations to which the report applies:

Are there any individuals or organisations who stand to gain a benefit, or suffer a loss, (either directly or indirectly) depending on the outcome of consideration of this matter?

(Note: This is to assist Councillors in identifying if they have a Material Personal Interest or Conflict of Interest in the agenda item - i.e. whether they should participate in the discussion and decision making).

Community members wishing to access Library services on these days.

QGAP Customers wishing to access services in the Surat and Injune Libraries.

Centrelink customers wishing to access Centrelink services within the Surat Library.

Acronyms:

Are there any industry abbreviations that will be used in the report?

Note: This is important as particular professions or industries often use shortened terminology where they refer to the matter on a regular basis. However, for individuals not within the profession or industry it can significantly impact the readability of the report if these aren't explained at the start of the report).

Acronym	Description
QGAP	Queensland Government Agent Program

Context:

Why is the matter coming before Council?

This matter has been brought to council to seek resolution to close all Council Libraries within the region to allow for the Library staff to attend two training days in 2019.

The all library staff training days will ensure that Library services are meeting the Strategic Plans priority 5: Managing our operations well, 5.3 Develop our teams and their leaders to deliver quality services and projects and 5.3.1 Develop and implement a centralized training plan with key focus on mandatory positions requirements, safety and low cost networking industry opportunities.

The workshops will include topics that will improve library services through:

- Strategic planning
- Library procedure
- Service level agreement
- Improving Customer Service procedures
- Public Programming – New Trends, Future Ideas

Workshop dates for 2019 will include:

Dates for Workshop	Libraries Closed
Wednesday, 3 April 2019	Roma, Surat, Mitchell, Injune and Wallumbilla and Jackson
Friday, 6 December 2019	Roma, Surat, Mitchell, Injune and Wallumbilla

Background:

Has anything already happened in relation to this matter?

(Succinct overview of the relevant facts, without interpretation)

Tentative dates have been set as stated in the context of this report and will become the dates if council resolves to close the libraries for staff training.

Legislation, Local Laws, State Policies & Other Regulatory Requirements:

What does the legislation and other statutory instruments include about the matter under consideration? (Include an extract of the relevant section's wording of the legislation – please do not just quote the section number as that is of no assistance to Councillors)

NIL

Council Policies or Asset Management Plans:

Does Council have a policy, plan or approach ordinarily followed for this type of decision? What are relevant sections of the policy or plan?

(Quote/insert the relevant section's wording / description within the report)

NIL

Input into the Report & Recommendation:

Have others' views or input been sourced in developing the report and recommendation to Council? (i.e. other than the report author?) What did each say? (Please include consultation with the funding body, any dates of critical importance or updates or approvals required)

Joanna Weinert – Acting Library coordinator. Joanna has been the lead input for this report. Joanna has supplied the details of tentative dates and training that will be covered during these training days. Joanna will be facilitating these training days until a full time Coordinator is placed into the role.

Library Staff Members – Library staff have been informed that two training days will be held this year if approved by council.

Ed Sims- Manager Economic & Community Development – Ed was consulted regarding the tentative dates for the staff training days and was happy with these dates.

Funding Bodies:

Is the project externally funded (or proposed to be)? If so, are there any implications in relation to the funding agreement or grant application. (Please do not just include names)

NIL

This Financial Year's Budget:

Will the matter under consideration impact how much Council collects in income or how much it will spend? How much (\$)? ***Is this already included in the budget? (Include the account number and description).***

If the matter under consideration has not been included in the budget, where can the funds be transferred from? (Include the account number and description) What will not be done as a result?

NIL

Future Years' Budgets:

Will there need to be a change in future years' budgets to cater for a change in income or increased expenditure as a result of Council's decision? How much (\$)? (e.g. estimate of additional maintenance or operating costs for a new or upgraded project)

NIL

Impact on Other Individuals or Interested Parties:

Is there anyone who is likely to be particularly interested in or impacted by the decision, or affected by the recommendation if adopted? What would be their key interests or concerns?
(Interested Parties Analysis - IS9001:2015)

This could affect Community Members and QGAP customers wanting to access Library facilities on the recommended days of closure.

Risks:

What could go wrong if Council makes a decision on this matter? (What is the likelihood of it happening and the consequence if it does) (List each identified risk in a table)

Risk	Description of likelihood & consequences
<Insert Risk>	<Provide details>

Advice to Council:

What do you think Council should do, based on your skills, qualifications and experience, your knowledge of this and related matters, and the facts contained in the report?

(A summary of what the employee thinks Council needs to hear, not what they think individual Councillors want to hear – i.e. employees must provide sound and impartial advice – the employee's professional opinion)

Library staff have been attending training days for a number of years. This has benefited the team by providing an opportunity to update skills and refresh knowledge. It has given the team a chance to come together and discuss the running of the Libraries within the region and to work together to provide the community with

excellent customer service. With plenty of time to advertise the libraries closure throughout the region the impact would be minimal to the community.

Recommendation:

What is the 'draft decision' based on the advice to Council?

Does the recommendation suggest a decision contrary to an existing Council policy? If so, for what reason?

(Note: recommendations if adopted by Council become a legal decision of government and therefore must be clear and succinct about the action required by employees (unambiguous)).

Does this recommendation suggest a decision contrary to an existing Council policy? If so, for what reason?

That Council endorse the closure of Library Services to allow all staff to attend staff training.

Dates of Workshops for 2019:

- Wednesday, 3 April 2019
- Friday, 6 December 2019

Link to Corporate Plan:

Corporate Plan 2018-2023

Strategic Priority 5: Managing our operations well

5.3 Develop our teams and their leaders to deliver quality services and projects

5.3.1 Develop and implement a centralised training plan with a key focus on mandatory position requirements, safety and low cost networking industry opportunities.

Supporting Documentation:

Nil

Report authorised by:

Manager - Economic & Community Development

Deputy Chief Executive Officer/Director - Development, Facilities & Environmental Services

OFFICER REPORT

Meeting: General 13 February 2019

Date: 13 November 2018

Item Number: 13.2

File Number: D18/90784

SUBJECT HEADING: Proposed changes to Wall of Fame
Classification: Open Access
Officer's Title: Regional Sport & Recreation Development Coordinator

Executive Summary:

This report recommends Wall of Fame inductees be recognised by Council when achieving world recognition for their achievements. The form of recognition would be to the Wall of Fame inductee photograph to hang in current chronological formation on the Wall with a different coloured frame to identify their achieving a world sporting title or success. The current frames are gold in colour. To distinguish those inductees who have excelled beyond representing Australia to succeeding at world level, Council consider changing the gold frame to a green frame.

Officer's Recommendation:

That Council assess individual Wall of Fame inductee's performance and if their sporting performance is evaluated and shows world recognition has been achieved, the photograph frame be green in colour.

Individuals or Organisations to which the report applies:

Are there any individuals or organisations who stand to gain a benefit, or suffer a loss, (either directly or indirectly) depending on the outcome of consideration of this matter?

(Note: This is to assist Councillors in identifying if they have a Material Personal Interest or Conflict of Interest in the agenda item - i.e. whether they should participate in the discussion and decision making).

No

Acronyms:

Are there any industry abbreviations that will be used in the report?

Note: This is important as particular professions or industries often use shortened terminology where they refer to the matter on a regular basis. However, for individuals not within the profession or industry it can significantly impact the readability of the report if these aren't explained at the start of the report).

Acronym	Description
<Insert Acronym>	<Provide details>

Context:

Why is the matter coming before Council?

As this is a change to current Wall of Fame processes, a Council decision is sought.

Corporate Plan:

Is this type of matter incorporated in, or consistent with, Council's 5 Year Corporate Plan? If so, where/how?

N/A

Background:

Has anything already happened in relation to this matter?

(Succinct overview of the relevant facts, without interpretation)

Recent informal discussions around identifying success further than representing Australia, to identifying world recognition.

Legislation, Local Laws, State Policies & Other Regulatory Requirements:

What does the legislation and other statutory instruments include about the matter under consideration?

N/A

Council Policies or Asset Management Plans:

Does Council have a policy, plan or approach ordinarily followed for this type of decision?

What are relevant sections of the policy or plan?

See attached current document to assist with decision making when nominations are received for Wall of Fame consideration. It clearly states the nominee must have represented Australia in a National Sporting Organisation, recognised by the Australian Sports Commission

Input into the Report & Recommendation:

Have others' views or input been sourced in developing the report and recommendation to Council? (i.e. other than the report author?) What did each say?

Opinions were sought from the following interested parties:
Cr Peter Flynn-Councillor, Portfolio Sport and Recreation
Ed Sims-Manager Economic and Community Development
Rob Hayward-Deputy CEO / Director, Development, Facilities & Environmental Services
Greg Caletti-Maranoa PCYC Branch Manager

This Financial Year's Budget:

Will the matter under consideration impact how much Council collects in income or how much it will spend? How much (\$)? Is this already included in the budget? (Include the account number and description).

If the matter under consideration has not been included in the budget, where can the funds be transferred from? (Include the account number and description) What will not be done as a result?

No, current frame would be used and simply altered in colour. This would allow frame size to remain identical and not spoil or alter the current hanging pattern. Information will be sought from painting professional, as to the type of paint and painting application method to be used.

Future Years' Budgets:

Will there need to be a change in future years' budgets to cater for a change in income or increased expenditure as a result of Council's decision? How much (\$)? (e.g. estimate of additional maintenance or operating costs for a new or upgraded project)

No

Impact on Other Individuals or Interested Parties:

Is there anyone who is likely to be particularly interested in or impacted by the decision, or affected by the recommendation if adopted? What would be their key interests or concerns?

(Interested Parties Analysis - IS9001:2015)

No

Risks:

Is there any uncertainty associated with the requested decision? What could go wrong if Council makes a decision on this matter? (What is the likelihood of it happening and the consequence if it does)

Risk	Description of likelihood & consequences
Incorrect identification of sporting prowess	All attempts will be made to ensure that all inductees worthy of identification for world recognition, have their sporting achievements correctly assessed

Advice to Council:

What do you think Council should do, based on your skills, qualifications and experience, your knowledge of this and related matters, and the facts contained in the report?

Council should consider recognising the higher level of achievements by those inductees who have gained world recognition.

Recommendation:

What is the 'draft decision' based on the advice to Council?

Does the recommendation suggest a decision contrary to an existing Council policy? If so, for what reason?

(Note: recommendations if adopted by Council become a legal decision of government and therefore must be clear and succinct about the action required by employees (unambiguous)).

N/A

Link to Corporate Plan:

Corporate Plan 2018-2023

Strategic Priority 4: Growing our region

4.12 Develop healthy and connected communities through sport and recreation activities and facilities

4.12.5 Implement initiatives to maximise use of facilities and participation in sport and recreation.

Supporting Documentation:

[1](#) Wall of Fame_Criteria

D13/22071

Report authorised by:

Manager - Economic & Community Development

Deputy Chief Executive Officer/Director - Development, Facilities & Environmental Services

WALL OF FAME GUIDELINES FOR NOMINATING CANDIDATES:

Before completing your nomination form, please make sure you have read the following information.

Criteria for Nominees

1. Nominees must be:
 - A resident or past resident of the Maranoa Regional Council area.
 - Nominees should have made a sporting contribution at the highest level of national competition by representing Australia.
 - Agreeable to their inclusion on the Wall of Fame.
-
2. Team players will be considered on the same basis as individuals.
-
3. Any person or organisation may make nomination for consideration by Council on the appropriate forms and signed by the Nominator.
-
4. Nominations can be submitted at any time throughout the year, but allocations shall be made twice yearly by Council in June and December of each calendar year. Any nomination previously submitted prior to March 2008, but not selected, may be resubmitted for reconsideration by Council.
-
5. Council will not research the nomination, therefore there must be supportive detail provided with the appropriate form to allow Council to make their decision.
-
6. Council is responsible for validating all information submitted with the appropriate sporting organisation, not for undertaking the initial research.
-
7. Insufficient information given may lead to the Nominator being notified to resubmit the nomination form with the needed supportive detail.
-
8. All Wall of Fame nominations must include:
 - A covering letter by the Nominator
 - A completed Wall of Fame Nomination Form, signed by Nominator
 - Documentation showing the Nominee's merits in relation to their achievements
-
9. It shall remain the responsibility of the Nominee, if successful for inclusion on the Wall of Fame, to provide a professional studio photograph dressed in suitable sporting attire.
-
10. Council's decision shall be final and no correspondence will be entered into.

OFFICER REPORT

Meeting: General 13 February 2019

Date: 30 January 2019

Item Number: 13.3

File Number: D19/6316

SUBJECT HEADING: Request for Councillor meeting-Roma Rednecks
Mud Derby

Classification: Open Access

Officer's Title: Regional Sport & Recreation Development
Coordinator

Executive Summary:

Cr Golder and Council staff met with Roma Rednecks Mud Derby executive members Lachlan Hall, Katie Garbutt and Jeff Connolly (President, Secretary, Vice President), on 1 March 2018 to discuss proposed relocation of mud derby track from Bungil Street to Kimbler Road. Council initiated the meeting to gauge the club's outlook on the proposal to assist with ongoing dust and noise complaints from residents on Bungil Street. Mud Derby members have enquired a number of times on the outcome of the meeting and have requested a meeting with Councillors.

At the meeting, there was discussion on the suitability of the land under review, possibility of shared facilities with either drags or/and motocross clubs and track construction/costs, with suggestions of Council funding a master plan of the area in question, to ascertain if the location was suitable and total cost of the project. A verbal quote of \$4,500.00 (March 2018) for a Master Plan was obtained from Scott Alston of MAK Planning and Design (without quantity surveyor costings). It would be termed an architect preliminary estimate. The quote/estimate, included drawings, one site visit and meeting with Council staff and mud derby executive.

Officer's Recommendation:

That Councillors meet with Roma Rednecks Mud Derby executive as follow up to initial meeting to discuss outcomes of the relocation meeting.

Individuals or Organisations to which the report applies:

Are there any individuals or organisations who stand to gain a benefit, or suffer a loss, (either directly or indirectly) depending on the outcome of consideration of this matter?

(Note: This is to assist Councillors in identifying if they have a Material Personal Interest or Conflict of Interest in the agenda item - i.e. whether they should participate in the discussion and decision making).

No

Acronyms:

Are there any industry abbreviations that will be used in the report?

Note: This is important as particular professions or industries often use shortened terminology where they refer to the matter on a regular basis. However, for individuals not within the profession or industry it can significantly impact the readability of the report if these aren't explained at the start of the report).

Acronym	Description
<Insert Acronym>	<Provide details>

Context:

Why is the matter coming before Council?

Council initiated a meeting with Mud Derby executive and to date there has been no reporting back to the club on the discussions held at a meeting on 1 March 2018.

Background:

Has anything already happened in relation to this matter?

(Succinct overview of the relevant facts, without interpretation)

A meeting was held on Kimbler Road near drags and motorcross sites between Council staff, Mayor and members of the mud derby club, to gauge if the mud derby could relocate into the area which includes Roma's motor sports. Mud Derby members have been requesting to meet with Councillors to discuss the outcomes from this meeting.

Legislation, Local Laws, State Policies & Other Regulatory Requirements:

What does the legislation and other statutory instruments include about the matter under consideration?

(Include an extract of the relevant section's wording of the legislation – please do not just quote the section number as that is of no assistance to Councillors)

N/A

Council Policies or Asset Management Plans:

Does Council have a policy, plan or approach ordinarily followed for this type of decision?

What are relevant sections of the policy or plan?

(Quote/insert the relevant section's wording / description within the report)

No

Input into the Report & Recommendation:

Have others' views or input been sourced in developing the report and recommendation to Council? (i.e. other than the report author?) What did each say?

(Please include consultation with the funding body, any dates of critical importance or updates or approvals required)

No

Funding Bodies:

Is the project externally funded (or proposed to be)? If so, are there any implications in relation to the funding agreement or grant application.

(Please do not just include names)

No

This Financial Year's Budget:

Will the matter under consideration impact how much Council collects in income or how much it will spend? How much (\$) Is this already included in the budget? (Include the account number and description).

If the matter under consideration has not been included in the budget, where can the funds be transferred from? (Include the account number and description) What will not be done as a result?

No

Future Years' Budgets:

Will there need to be a change in future years' budgets to cater for a change in income or increased expenditure as a result of Council's decision? How much (\$)? (e.g. estimate of additional maintenance or operating costs for a new or upgraded project)

If Council decides to progress this proposal of relocating the mud derby sporting activities from Bungil Street to Kimbler Road, considerable budget/funding would need to be sourced.

Impact on Other Individuals or Interested Parties:

Is there anyone who is likely to be particularly interested in or impacted by the decision, or affected by the recommendation if adopted? What would be their key interests or concerns? (Interested Parties Analysis - IS9001:2015)

Residents of Bungil Street-Harold Rose and Brenda Hill-numerous complaints of noise and dust from mud derby events each Easter.
Easter in the Country committee-mud derby event has crowds in excess of 300 people. The new location may affect numbers due to greater distance from CBD.
South West Drags and Roma and District Motorcycle Club (motorcross) clubs-ability for clubs to work together and increase volunteerism.

Risks:

What could go wrong if Council makes a decision on this matter? (What is the likelihood of it happening and the consequence if it does) (List each identified risk in a table)

Risk	Description of likelihood & consequences
Offer of Master Plan and assistance with relocation planning	If budget allocation or funding cannot be sourced, expectations of the mud derby club will be heightened and disappointment will be high if the project cannot be progressed.
If Councillors do not meet with mud derby executive	The current attitude of members is that Council approached the committee with relocation ideas and to date there has been no follow up, even though requests have been made.

Advice to Council:

What do you think Council should do, based on your skills, qualifications and experience, your knowledge of this and related matters, and the facts contained in the report?

(A summary of what the employee thinks Council needs to hear, not what they think individual Councillors want to hear – i.e. employees must provide sound and impartial advice – the employee's professional opinion)

I believe that Councillor should host the mud derby executive members at an upcoming Councillor workshop to discuss the proposal further or advise that the project cannot be progressed at this time due to no budget or funding. Council then to advise the club how they can continue to assist the club to operate as a valued event during Easter in the Country, with ongoing annual noise and dust complaints from neighbouring residents. As per correspondence to the club in May 2018, the Roma Rednecks Mud Derby is required to monitor the noise outputs from vehicles participating in mud derby events and ensure excessive noise is not being created by modified or damaged exhaust systems.

Recommendation:

What is the 'draft decision' based on the advice to Council?

Does the recommendation suggest a decision contrary to an existing Council policy? If so, for what reason?

(Note: recommendations if adopted by Council become a legal decision of government and therefore must be clear and succinct about the action required by employees (unambiguous)).

Does this recommendation suggest a decision contrary to an existing Council policy? If so, for what reason?

N/A

Link to Corporate Plan:

Corporate Plan 2018-2023

Strategic Priority 4: Growing our region

4.12 Develop healthy and connected communities through sport and recreation activities and facilities

4.12.1 In partnership with the community, commence implementation of the Maranoa Sport and Recreation Strategy with the key strategies including: Sustainable and shared community leadership for sport and recreation in the Maranoa - Local communities and visitors are aware of the diverse sport and recreation opportunities across the Maranoa - Funding for sport and recreation facilities and activities is optimised and equitable across the Maranoa - Access to sport and recreation

Supporting Documentation:

Nil

Report authorised by:

Manager - Economic & Community Development

Deputy Chief Executive Officer/Director - Development, Facilities & Environmental Services

OFFICER REPORT

Meeting: General 13 February 2019

Date: 23 January 2019

Item Number: 13.4

File Number: D19/4837

SUBJECT HEADING: Parkrun at Mitchell RSL and Combined Sports Complex

Classification: Open Access

Officer's Title: Manager - Facilities (Land, Buildings & Structures)

Executive Summary:

Council has received a request to hold Parkrun on a Council managed reserve being the Mitchell RSL and Combined Sports Complex.

Officer's Recommendation:

That Council agree to Parkrun conducting activities weekly and on New Years Day and Christmas, at the Mitchell RSL & Combined Sports Complex in collaboration with the Mitchell RSL and Combined Sports Club on the condition that Parkrun maintains adequate public liability insurance.

Individuals or Organisations to which the report applies:

Are there any individuals or organisations who stand to gain a benefit, or suffer a loss, (either directly or indirectly) depending on the outcome of consideration of this matter?

(Note: This is to assist Councillors in identifying if they have a Material Personal Interest or Conflict of Interest in the agenda item - i.e. whether they should participate in the discussion and decision making).

Residents of Mitchell and surrounding communities who participate in Parkrun activities.

Acronyms:

Are there any industry abbreviations that will be used in the report?

Note: This is important as particular professions or industries often use shortened terminology where they refer to the matter on a regular basis. However, for individuals not within the profession or industry it can significantly impact the readability of the report if these aren't explained at the start of the report).

Acronym	Description
Nil	

Context:

Why is the matter coming before Council?

Parkrun Event Ambassador for Parkrun Australia, Ian Wickham has submitted a request asking for Council permission to use the Mitchell RSL & Combined Sports Club facility every Saturday morning from 6.30am to 8.30am (52 weeks of the year) to hold a Parkrun activity.

The activity is a free, weekly 5km timed run and people of all ages, adults and children, are encouraged to take part – the participant can complete the course at their own pace - walking or running. The course starts and ends at the RSL Complex with the attached map showing the proposed course for the park run event. It is proposed that the running course will be on Lot 115 on DL335 (Mitchell RSL and Combined Sports Complex) and extend to Council reserve being Lot 9 on SP260550 (stock route).

In addition to the weekly run, Parkrun are requesting to have extra-special parkrun events on Christmas Day and New Year's Day. This has been successful with other Parkrun Groups bringing together people who may otherwise spend this day alone.

The local volunteer event director for this event will be Maggie Caskey.

Parkrun request that Council consider waiving any fee that is associated with using the course and running the event.

Parkrun hold Public Liability Insurance to the value of \$30 million.

Background:

Has anything already happened in relation to this matter?

(Succinct overview of the relevant facts, without interpretation)

Mitchell resident, Maggie Caskey, contacted Council to ask them for approval to run a weekly Parkrun activity at the Mitchell RSL & Sporting Club Complex.

A request has been forwarded from Parkrun (Australia) asking for Council support to run the event. This free, weekly, timed event is currently run at 343 locations around Australia and is for people of all ages - adults and children.

A letter from the Mitchell RSL and Combined Sports Club has been received by Council showing strong support for this activity. In this letter the Mitchell RSL and Combined Sports Club indicate that they feel there will be no issues in working around the few times during the year when there will be another event being held at the grounds i.e. Campdraft, Football, Netball, stating that all the parties preserve the rights of the existing clubs.

Parkrun operates successfully in Roma and will celebrate its five-year anniversary in May 2019.

Legislation, Local Laws, State Policies & Other Regulatory Requirements:

What does the legislation and other statutory instruments include about the matter under consideration?

(Include an extract of the relevant section's wording of the legislation – please do not just quote the section number as that is of no assistance to Councillors)

Nil

Council Policies or Asset Management Plans:

Does Council have a policy, plan or approach ordinarily followed for this type of decision?

What are relevant sections of the policy or plan?

(Quote/insert the relevant section's wording / description within the report)

The proposal fits with other Council Be Healthy Maranoa initiatives to encourage all residents of the Maranoa to live a healthy lifestyle.

Input into the Report & Recommendation:

Have others' views or input been sourced in developing the report and recommendation to Council? (i.e. other than the report author?) What did each say? (Please include consultation with the funding body, any dates of critical importance or updates or approvals required)

Maggie Caskey – local event volunteer director – initially approached Council to see if Council would support the event.

Mitchell RSL and Combined Sports Club – giving their support for the weekly parkrun event.

Kay Crosby, Manager – Environment, Health Waste and Rural Land Services advises that she has no objection to part of the route for the Parkrun activity being on Reserve Land being Lot 9 on SP 260550 (stock route). The course follows the road/fence at the northern end. Council is the Trustee of this land. Kay also states that people enter this event at their own risk with Council not liable for public liability or personal liability.

Funding Bodies:

Is the project externally funded (or proposed to be)? If so, are there any implications in relation to the funding agreement or grant application. (Please do not just include names)

Advice from Parkrun that there is a \$5,000 cost to launch a parkrun event – Maggie Caskey as the local event volunteer director will be looking for ways to raise this money. No request has been asked of Council for this funding.

This Financial Year's Budget:

Will the matter under consideration impact how much Council collects in income or how much it will spend? How much (\$)? Is this already included in the budget? (Include the account number and description).

If the matter under consideration has not been included in the budget, where can the funds be transferred from? (Include the account number and description) What will not be done as a result?

Nil

Future Years' Budgets:

Will there need to be a change in future years' budgets to cater for a change in income or increased expenditure as a result of Council's decision? How much (\$)? (e.g. estimate of additional maintenance or operating costs for a new or upgraded project)

Nil

Impact on Other Individuals or Interested Parties:

Is there anyone who is likely to be particularly interested in or impacted by the decision, or affected by the recommendation if adopted? What would be their key interests or concerns? (Interested Parties Analysis - IS9001:2015)

Residents and tourists may benefit from having this activity available.

Existing facility users may be impacted by the event each Saturday morning, but by involving the Mitchell RSL and Combined Sports Club in the day-to-day coordination of events at the complex will help to manage this impact.

Risks:

What could go wrong if Council makes a decision on this matter? (What is the likelihood of it happening and the consequence if it does) (List each identified risk in a table)

Risk	Description of likelihood & consequences
Conflict with other events at the complex eg. Junior and senior rugby league, and campdraft.	Managed through involvement of Mitchell RSL and Combined Sports Club. Path of park run has been designed to reduce impacts on other activities.

Advice to Council:

What do you think Council should do, based on your skills, qualifications and experience, your knowledge of this and related matters, and the facts contained in the report?

(A summary of what the employee thinks Council needs to hear, not what they think individual Councillors want to hear – i.e. employees must provide sound and impartial advice – the employee's professional opinion)

Council should support this request from Parkrun as it will complement the existing sporting activities already in place.

Recommendation:

What is the 'draft decision' based on the advice to Council?

Does the recommendation suggest a decision contrary to an existing Council policy? If so, for what reason?

(Note: recommendations if adopted by Council become a legal decision of government and therefore must be clear and succinct about the action required by employees (unambiguous)).

Does this recommendation suggest a decision contrary to an existing Council policy? If so, for what reason?

That Council agree to Parkrun conducting activities weekly and on New Years Day and Christmas, at the Mitchell RSL & Combined Sports Complex in collaboration with the Mitchell RSL and Combined Sports Club on the condition that Parkrun maintains adequate public liability insurance.

Link to Corporate Plan:

Corporate Plan 2018-2023

Strategic Priority 4: Growing our region

4.9 Manage Council's land and buildings that contribute to the provision of a range of services across the region and are used by residents, visitors, business, industry and Council

4.9.8 Undertake land management activities including easements, acquisition of property, sale of land and conduct and compensation agreements with Coal Seam Gas resource companies. This includes formal response to requests to the State Government for land tenure under the Land Act 1994.

Supporting Documentation:

- | | | | |
|---|--------------------------|---|----------|
| 1 | <u>↓</u> | Request from Parkrun for weekly event to be held at Mitchell RSL & Combined Sports Club | D19/4895 |
| 2 | <u>↓</u> | Support for parkrun event - Mitchell RSL and Combined Sports Club | D19/4897 |
| 3 | <u>↓</u> | Map showing start finish and course for proposed Parkrun activity in Mitchell | D19/5507 |
| 4 | <u>↓</u> | Certificate of Currency - Parkrun | D19/6235 |

Report authorised by:

Deputy Chief Executive Officer/Director - Development, Facilities & Environmental Services

Maranoa Regional Council

100 Cambridge St

Mitchell QLD 4465

REQUEST FOR CONSIDERATION FOR PERMISSION TO USE Mitchell
RSL Combined Sporting Complex

Dear Council,

Local resident Maggie Caskey, together with Ian Wickham (Event Ambassador, parkrun Australia) are working to bring parkrun to Mitchell.

parkrun is a FREE, WEEKLY, TIMED event currently run in 343 locations across Australia. parkrun fits well within councils strategy to increase activity through free activities and at the core of parkrun AUSTRALIA heart is “inclusivity”!

The proposed is as per the attached map.

We would like to ask Council to consider and approve our request for permission to use the above described course, every [Saturday morning from 6:30am to 8:30am](#), 52 weeks a year. In addition, we would like to option to have extra-special parkrun events on Christmas Day and New Year’s Day. parkrun will be organised and delivered entirely by volunteers, lead by Maggie Caskey who will be the volunteer Event Director. parkrun will be a FREE event, with no cost to participants, the organising team, or landowners for the lifetime of the event. It is for these reasons that we also ask Council to waive any fees associated with using the course. To launch a parkrun \$5000 is required and Maggie is currently looking at ways to raise this one off amount, if you have any ideas I am sure Maggie will assist.

Thank you for considering our request.

If there is any additional information you need, please don’t hesitate to get in touch with the people working hard to bring parkrun to Mitchell:

Maggie Caskey Event Director (volunteer) Mitchell parkrun

ph: [0400 104 689](tel:0400104689)

e: maggie.burey@outlook.com

Ian Wickham Event Ambassador (volunteer) parkrun Australia

ph: [0459 587 845](tel:0459587845)

e: ian.wickham@parkrun.com

Mel Erbacher Operations Assistant

parkrun Australia

ph: [0455 686 612](tel:0455686612)

e: australia@parkrun.com

Kind regards

Ian Wickham
Event Ambassador (Volunteer) | parkrun Australia

e: ian.wickham@parkrun.com

m: 0459 587 845

w: www.parkrun.com.au

Mitchell RSL & Combined Sports Club

PO Box 182

Mitchell 4465

ABN 93 373 799 674

**Contact Details**

Jeff Watson 0429099443

Bree Jiggins 0408347914

Email: booringaactiongroup@gmail.com

Wednesday, 23 January 2019

The Manager,
Facilities (Land, Buildings & Structures),
Maranoa Regional Council,
PO Box 42,
Mitchell Qld 4465

Dear Tanya,

Recently we received an enquiry from Mrs Maggie Caskey about the possibility of using the Mitchell RSL & Combined Sports Club Complex for a weekly Parkrun.

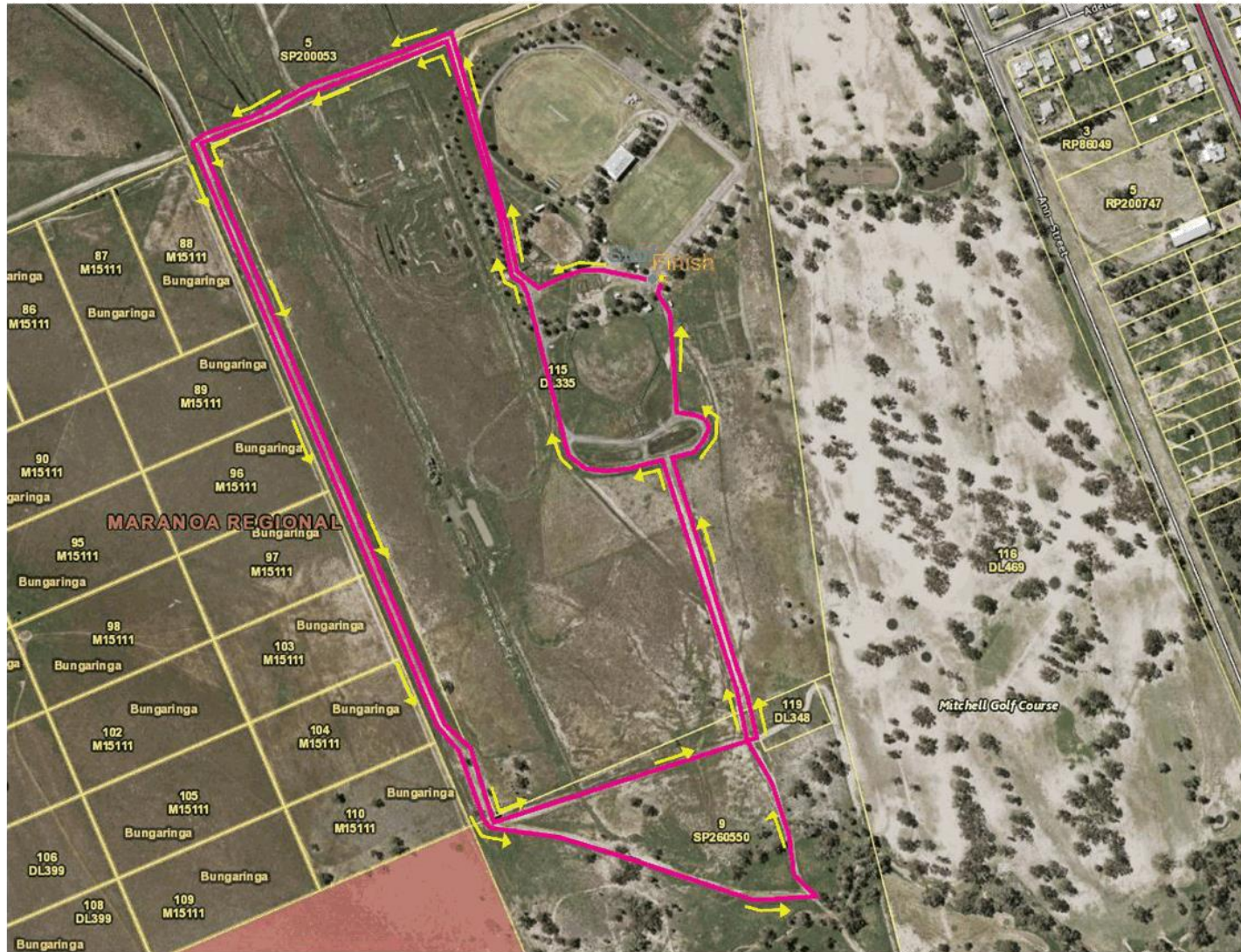
Although I must admit to knowing absolutely nothing about the concept prior to Maggie's approach, some investigation has shown that it is a widely established and enjoyed activity Australia wide. As such, it would be an excellent addition to the range of activities at the complex and, in all probability, something else for visitors and tourists to enjoy in Mitchell.





For those reasons, I am very happy to confirm that the club has absolutely no objection to the establishment of this new activity. Being scheduled for Saturday mornings, (as Maggie has indicated), there will of course be the odd occasion that it would clash with some of the already established events (e.g. Campdraft and Junior football and netball). These would however only be isolated occasions and could easily be worked around with a minimal amount of negotiation. I mention them only for all parties to be aware that they will occur from time to time and to preserve the rights of the existing clubs when such a clash might occur.







Yours faithfully,

Secretary/Treasurer

MITCHELL PARK RUN MAP



<div style="writing-mode: vertical-rl; transform: rotate(180deg);"> LIU Certificate of Currency </div>	<div style="text-align: right;">  </div> <h2 style="text-align: center;">LIU Certificate of Currency</h2>
	<h3 style="text-align: center;">Primary Liability Insurance Certificate of Currency</h3> <p>This Certificate:</p> <ul style="list-style-type: none"> • Is issued as a matter of information only and confers no rights upon the holder. • Does not amend, extend or alter the coverage afforded by the Policy(ies) listed. • Is only a summary of the cover provided. • Reference must be made to the current Policy wording for full details. • Is current at the date of issue only. <p>This certificate confirms that the under mentioned Policy is effective in accordance with the details shown:</p> <p>Insured: Athletics Australia, Australian Masters Athletics Inc, i-run, the following affiliated Member Associations (Queensland Athletics, Athletics Western Australia, Athletics New South Wales, Athletics North Queensland, Athletics South Australia, Athletics Tasmania, Athletics Victoria, Australian Capital Territory Athletics and North Territory Athletics,) and all affiliated clubs and bodies including all members, coaches, voluntary workers, official, referees, approved event managers and race directors.</p> <p>Approved Event Manger: parkrun Australia</p> <p>Insured Event: as per attached</p> <p>Event Date: each week</p> <p>Policy Number: SY-CAS-17-431098</p> <p>Period of Insurance: From: 31 August 2018 To: 31 August 2019 Both dates 4:00pm local standard time</p> <p>Territorial Limit: Worldwide.</p> <p>Limit of Indemnity: AUD30,000,000 any one Occurrence in respect of public liability and in the aggregate during the Period of Insurance in respect of Product liability.</p> <p>AUD10,000,000 any one Claim and in the aggregate for all Claims made during the Period of Insurance in respect of Financial Loss.</p> <hr/> <div style="display: flex; justify-content: space-between; align-items: center;"> <div>    </div> <div> LIU THE PEOPLE, THE PRODUCTS, THE CAPACITY™ </div> <div> Liberty LIU Liberty Mutual </div> </div>
<p>This Certificate and the documents which it includes by reference are provided solely for the prospective insured named in this Certificate and may not be relied on in whole, or in part, by any other person or entity. The information in this Certificate is confidential and is intended for the use of the individual or entity named above. If you have received this communication in error, please notify us immediately by telephone 02 8298 5800 and return or securely destroy the Certificate and any enclosed documents. Thank you.</p>	

<div style="writing-mode: vertical-rl; transform: rotate(180deg);"> LIU Certificate of Currency </div>	<div style="text-align: right;">  </div> <h2 style="text-align: center;">LIU Certificate of Currency</h2>
	<p>Remarks: The indemnity granted by this Policy extends to as principal, in respect of that principal's vicarious liability for the negligent acts or omissions of the Insured pursuant to Definition 2.5 and arising out of the Insured's business, but this Policy does not extend to the liability of the principal howsoever arising out of the negligence, breach of contract or breach of duty of such principal.</p> <div style="display: flex; justify-content: space-around; align-items: flex-end; margin-top: 20px;"> <div style="text-align: center;">  For and on behalf of Liberty International Underwriters </div> <div style="text-align: center;">  <small>LIBERTY MUTUAL INSURANCE COMPANY A.B.N. 61 086 083 605</small> </div> <div style="text-align: right;"> 31 August 2018 Date </div> </div> <p>Liberty International Underwriters is a trading name of Liberty Mutual Insurance Company (ABN 61 086 083 605). Incorporated in Massachusetts, U.S.A. (The liability of members is limited).</p>
<div style="display: flex; justify-content: space-between; align-items: center; margin-bottom: 10px;">    <div style="text-align: center;"> LIU <small>THE PEOPLE, THE PRODUCTS, THE CAPACITY™</small> </div> <div> Liberty LIU Liberty Mutual </div> </div> <p>This Certificate and the documents which it includes by reference are provided solely for the prospective insured named in this Certificate and may not be relied on in whole, or in part, by any other person or entity. The information in this Certificate is confidential and is intended for the use of the individual or entity named above. If you have received this communication in error, please notify us immediately by telephone 02 8298 5800 and return or securely destroy the Certificate and any enclosed documents. Thank you.</p>	

parkrun

Appendix 1a: parkrun Australia locations

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Appendix 1b: parkrun Australia Event Interested Parties

Page 1 of 2:



ACT Government	City of Greater Shepparton	Hobart City Council
Adelaide City Council	City of Hobart	Hobsons Bay City Council
Adelaide Hills Council	City of Hobsons Bay	Horsham Rural City Council
Albury City Council	City of Holdfast Bay	Hume City Council
Alexandrina Council	City of Joondalup	Huon Valley Council
Alpine Shire Council	City Of Kalgoorlie Boulder	Inner West Council
City of Wodonga	City of Mandurah	Inverell Shire Council
Ballina Shire Council	City of Marion	Ipswich City Council
Barossa Valley Council	City of Melbourne	Kangaroo Island Council
Barwon Coast Committee of Management Inc.	City of Melton	Kempsey Shire Council
Bass Coast Shire Council	City of Moreland	Kentish Council
Batemans Bay Marina	City Of Mount Gambier	Ku-Ring-Gai Council
Baw Baw Shire Council	City of Onkaparinga	Lake Macquarie City Council
Bayside Council	City of Perth	Latrobe City
Bega Valley Shire Council	City of Playford	Latrobe Council
Bellingen Shire Council	City of Port Adelaide Enfield	Launceston City Council
Balonne Shire Council	City of Port Lincoln	Lismore City Council
Blacktown City Council	City of Rockingham	Liverpool City Council
Blue Mountains City Council	City of Stirling	Livingstone Shire Council
Bourke Shire Council	City of Swan	Lockyer Valley Regional Council
Braidwood Showground Reserve Trust	City of Sydney	Logan City Council
Brisbane City Council	City of Victor Harbor	Macedon Ranges Shire Council
Broken Hill Council	City of Wimmeroo	Mackay Regional Council
Bruce, David Allan and Sharon Maree	City of Wodonga	Maitland City Council
Burnie City Council	City Of Wyndham	Mansfield Shire Council
Burnside City Council	Clare & Gilbert Valleys Council	Maranoa Regional Council
Burdekin Shire Council	Clarence City Council	Maribymong City Council
C & R Irons Family Trust TA C&R Irons Pty Ltd and The Honnef Family Trust TA TK Honnef Pty Ltd	Clarence Valley Council	Melton City Council
Campaspe Shire Council	Cloncurry Shire Council	Merle Norman Cosmetics Pty Ltd
Cassowary Coast Regional Council	Cobar Shire Council	Mid-Western Regional Council
Centennial Parklands	Coffs Coast State Park Trust	Minister for Environment and Water
City of Greater Bendigo	Coffs Harbour City Council	Mirvac
City of Ballarat	Coorong District Council	Moira Shire Council
City of Onkaparinga	Cowra Council	Moreton Bay Regional Council
Cairns Regional Council	Devonport City Council	Mornington Peninsula Shire
Camden Council	Dept. of Environment Water and Natural Resources	Mosman Council
Campbelltown City Council	Dept. of Environment, Land, Water and Planning (Victoria)	Mount Alexander Shire Council
Cannonvale State School	Dept. of Planning, Transport and Infrastructure (SA)	Mount Isa City Council
Canterbury City Council	Dept. of Industry Lands NSW	Newcastle City Council
Canterbury-Bankstown Council	District Council of Mount Barker	Nillumbik Shire Council
Cardinia Shire Council	District Council of Barunga West	Noosa Council
Central Coast Council	Doomadgee Aboriginal Shire Council	Noosaville State School
Central Coast Regional Development Corporation	East Gippsland Shire Council	Northeast Business Park Pty Ltd
Chief Executive of the OEH, the Minister for Environment and the Crown in right of the State of NSW	Eurobodalla Shire Council	North Sydney Council
City of Albany	Fraser Coast Regional Council	NSW National Parks
City of Bunbury	Geelong City Council	Parks South Australia
City of Busselton	Gladstone Regional Council	Parks Victoria
City of Canada Bay Council	Glenelg Shire Council	Ocean View Estates Winery Pty Ltd
City of Canning	Glenorchy City Council	Orange City Council
City of Casey	Gold Coast City Council	Parramatta City Council
City of Cockburn	Golden Plains Shire Council	Pittsworth Shire Council
City Of Darwin	Goulburn Mulwaree Council	Port Augusta City Council
City of Gold Coast	Greater Taree City Council	Port Macquarie Hastings Council
City of Gosnells	Gungahlin Community Council	Port Stephens Council
City of Greater Geelong	Hawkesbury City Council	Qld Government
	Hepburn Shire Council	Qld Parks & Wildlife Service
	Hindmarsh Shire	Redland City Council
		Rockhampton Regional Council
		Sirromet

Appendix 1b: parkrun Australia Event Interested Parties

Page 2 of 2:



South Bank Corporation	T.E Morris & Associates Pty Ltd	University of New England
South East Queensland Water	Tamborine Mountain Sports	Upper Hunter Shire Council
South Grampians Shire	Association	Venues Live
Southern Downs Regional Council	Tamworth Regional Council	Waratah-Wynyard Council
Shellharbour City Council	Tea Tree Gully Council	Warringah Shire Council
Shire of Manjimup	The Chief Executive of the Office of	Wellington Shire Council
Shire of Mundaring	Environment and Heritage, the	West Tamar Council
Shire of Augusta-Margaret River	Minister for Environment and the	Western Downs Regional Council
Shire of Wagga Wagga	Crown in right of the State of NSW	Whitsunday Regional Council
Shire of Wyndham-East Kimberley	The Minister administering the Crown	Whitehorse City Council
Shire of Yarra Ranges	Lands Act 1989	Whittlesea Shire Council
Shoalhaven City Council	The Minister for Sustainability,	Wingecarribee Shire Council
Singleton Council	Environment and Natural	Wollongong City Council
Snowy Monaro Regional Council	Resources and Parks SA	Wollondilly Council
St Phillip's Christian College, Nulkaba	The Rural City of Murray Bridge	Woodford Show Society
Strathbogie Shire Council	The Southport School	Wyndham City Council
Sunshine Coast Regional Council	Toowoomba Regional Council	Yorke Peninsula District Council
Surf Coast Shire Council	Town of Cambridge	
Sutherland Shire Council	Town of Cottesloe/Town of Port	
Sydney International Regatta Centre	Hedland	
Tableland Regional Council	Town of Victoria Park	
	Townsville City Council	
	Transurban Queensland	
	Tuggeranong Community Council	
	Tweed Shire Council	
	University of Queensland	

Appendix 1c: junior parkrun locations Australia

Qld	Vic
Cannonvale junior parkrun Southport junior parkrun	Westerfolds junior parkrun

Appendix 1d: junior parkrun Australia Event Interested Parties

Cannonvale Primary School
The Southport School
Parks Victoria

Appendix 1e: parkrun locations outside Australia

Malaysia	Singapore
Taman Pudu Ulu parkrun Presint 18 parkrun, Putrajaya	East Coast park parkrun West Coast park parkrun Bishan parkrun

Appendix 1f: parkrun locations outside Australia Event Interested Parties

Dewan Bandaraya Kuala Lumpur
Perbadanan Putrajaya

OFFICER REPORT

Meeting: General 13 February 2019

Date: 20 December 2018

Item Number: 13.5

File Number: D18/102269

SUBJECT HEADING:

Roma Historical Precincts Inc.- Request to Attach Signs on Butter Factory fence

Classification:

Open Access

Officer's Title:

Facility Lease Management & Housing
Officer/Team Coordinator

Executive Summary:

Council has been approached by the Roma Historical Precincts Inc. with a request to display signage on the exterior fence of the Butter Factory.

Officer's Recommendation:

That Council approve the request from the Roma Historical Precincts Inc. to display container donation signage at the Butter Factory on the following conditions:-

- Roma Historical Precincts Inc. is responsible for ensuring the signage is maintained in a neat condition, includes current information, and is appropriate for the location.
 - Roma Historical Precincts Inc. to contact Council's Planning Department before signage is placed to ensure compliance with Council planning requirements.
-

Individuals or Organisations to which the report applies:

Are there any individuals or organisations who stand to gain a benefit, or suffer a loss, (either directly or indirectly) depending on the outcome of consideration of this matter?

(Note: This is to assist Councillors in identifying if they have a Material Personal Interest or Conflict of Interest in the agenda item - i.e. whether they should participate in the discussion and decision making).

Roma Historical Precincts Inc.

Acronyms:

Are there any industry abbreviations that will be used in the report?

Note: This is important as particular professions or industries often use shortened terminology where they refer to the matter on a regular basis. However, for individuals not within the profession or industry it can significantly impact the readability of the report if these aren't explained at the start of the report).

Acronym	Description
Nil	Nil

Context:

Why is the matter coming before Council?

Roma Historical Precincts Inc. would like to display signage on the exterior fence of the Butter Factory to inform the general public that it will be a container donation point.

Background:

Has anything already happened in relation to this matter?

(Succinct overview of the relevant facts, without interpretation)

The Roma Historical Precincts Inc. have written to Council asking for permission to display signage at the facility known as the old butter factory.

Under the Maranoa Planning Scheme the level of assessment for advertising signage is excepted development, subject to requirements. Before any signage is erected Council's Planning Department is to be contacted to ensure compliance with the planning criteria.

Legislation, Local Laws, State Policies & Other Regulatory Requirements:

What does the legislation and other statutory instruments include about the matter under consideration?

(Include an extract of the relevant section's wording of the legislation – please do not just quote the section number as that is of no assistance to Councillors)

Nil

Council Policies or Asset Management Plans:

Does Council have a policy, plan or approach ordinarily followed for this type of decision?

What are relevant sections of the policy or plan?

(Quote/insert the relevant section's wording / description within the report)

Advertising signage is covered in the lease between Council and Roma Historical Precincts group.

Clause 4.10 Advertising Devices

No advertising sign, bill, placard, notice or poster is to be affixed, painted, exhibited or operated upon the premises without lessor permission.

Input into the Report & Recommendation:

Have others' views or input been sourced in developing the report and recommendation to Council? (i.e. other than the report author?) What did each say? (Please include consultation with the funding body, any dates of critical importance or updates or approvals required)

Manager – Facilities (Land, Buildings & Structures)
Roma Historical Precincts Inc.

Funding Bodies:

Is the project externally funded (or proposed to be)? If so, are there any implications in relation to the funding agreement or grant application. (Please do not just include names)

Nil

This Financial Year's Budget:

Will the matter under consideration impact how much Council collects in income or how much it will spend? How much (\$)? Is this already included in the budget? (Include the account number and description).

If the matter under consideration has not been included in the budget, where can the funds be transferred from? (Include the account number and description) What will not be done as a result?

Nil

Future Years' Budgets:

Will there need to be a change in future years' budgets to cater for a change in income or increased expenditure as a result of Council's decision? How much (\$)? (e.g. estimate of additional maintenance or operating costs for a new or upgraded project)

Nil

Impact on Other Individuals or Interested Parties:

Is there anyone who is likely to be particularly interested in or impacted by the decision, or affected by the recommendation if adopted? What would be their key interests or concerns? (Interested Parties Analysis - IS9001:2015)

Nil

Risks:

What could go wrong if Council makes a decision on this matter? (What is the likelihood of it happening and the consequence if it does) (List each identified risk in a table)

Risk	Description of likelihood & consequences
Nil	

Advice to Council:

What do you think Council should do, based on your skills, qualifications and experience, your knowledge of this and related matters, and the facts contained in the report?

(A summary of what the employee thinks Council needs to hear, not what they think individual Councillors want to hear – i.e. employees must provide sound and impartial advice – the employee's professional opinion)

It is recommended that Council agree to the placement of signs at the old butter factory providing any necessary requirements for Council planning are met.

Recommendation:

What is the 'draft decision' based on the advice to Council?

Does the recommendation suggest a decision contrary to an existing Council policy? If so, for what reason?

(Note: recommendations if adopted by Council become a legal decision of government and therefore must be clear and succinct about the action required by employees (unambiguous)).

Does this recommendation suggest a decision contrary to an existing Council policy? If so, for what reason?

That Council approve the request from the Roma Historical Precincts Inc. to display container donation signage at the Butter Factory on the following conditions:-

- Roma Historical Precincts Inc. is responsible for ensuring the signage is maintained in a neat condition, includes current information, and is appropriate for the location.
- Roma Historical Precincts Inc. to contact Council's Planning Department before signage is placed to ensure compliance with Council planning requirements.

Link to Corporate Plan:

Corporate Plan 2018-2023

Strategic Priority 4: Growing our region

4.9 Manage Council's land and buildings that contribute to the provision of a range of services across the region and are used by residents, visitors, business, industry and Council

4.9.3 Develop and implement agreements for the long term use of facilities (including leases, management agreements, user agreements).

Supporting Documentation:

1 [!\[\]\(83f22ed94ec5517769dd76d702c6bfd8_img.jpg\)](#) Request from Roma Historical Precincts to place signs on fence at Butter Factory D19/8470

Report authorised by:

Manager - Facilities (Land, Buildings & Structures)

Deputy Chief Executive Officer/Director - Development, Facilities & Environmental Services

From: Ray Howson <rhowson2@bigpond.com>
Sent: Thursday, 13 December 2018 9:42 AM
To: Tanya Mansfield <Tanya.Mansfield@maranoa.qld.gov.au>
Cc: 'Mark Edwards' <markedwards9@gmail.com>
Subject: Signage Funding Application

Good Morning Tanya,

I am currently preparing a funding application for signage and also a box trailer to promote the Butter Factory Site as a Container Drop off Point, through the Queensland Governments funding arrangements for NFP's.

Could you provide a letter of support from Council for this project? As Council is the owner of the site, we do need a letter authorizing our use of the site. I will also include a copy of the Lease Summary sheet in documents in support. As per our lease conditions we also need an email from you authorizing the placement of signs on the site. (Clause 4.10)

The funding being sought is \$3700 plus GST

We would like to pay our lease amount. Can you supply bank account details to enable that.

Thank You

Regards

Ray Howson

Secretary

Roma Historical Precincts Inc.

OFFICER REPORT

Meeting: General 13 February 2019

Date: 6 February 2019

Item Number: 13.6

File Number: D19/8220

SUBJECT HEADING: User Agreement renewal - WOTS on Gymnastic Fun & Fitness

Classification: Open Access

Officer's Title: Facility Lease Management & Housing
Officer/Team Coordinator

Executive Summary:

Council has been advised by the Director of WOTS on Gymnastic Fun & Fitness that she would like to renew the user agreement for the use of the Hibernian Hall.

Officer's Recommendation:

That Council

1. Enter into an agreement with WOTS on Gymnastic Fun & Fitness for the use of the Hibernian Hall Roma for a period of two (2) years.
2. Charge WOTS on Gymnastic Fun & Fitness a hire fee for a multiple user as per Council fees and charges for the use of the Hibernian Hall for the term of this agreement.

Individuals or Organisations to which the report applies:

Are there any individuals or organisations who stand to gain a benefit, or suffer a loss, (either directly or indirectly) depending on the outcome of consideration of this matter?

(Note: This is to assist Councillors in identifying if they have a Material Personal Interest or Conflict of Interest in the agenda item - i.e. whether they should participate in the discussion and decision making).

WOTS on Gymnastic Fun & Fitness

Acronyms:

Are there any industry abbreviations that will be used in the report?

Note: This is important as particular professions or industries often use shortened terminology where they refer to the matter on a regular basis. However, for individuals not within the profession or industry it can significantly impact the readability of the report if these aren't explained at the start of the report).

Acronym	Description
Nil	Nil

Context:

Why is the matter coming before Council?

WOTS on Gymnastic Fun & Fitness has advised Council they wish to enter into another agreement for the use of the Hibernian Hall. The current agreement will expire on the 10 April 2019.

Background:

Has anything already happened in relation to this matter?

(Succinct overview of the relevant facts, without interpretation)

Listed below is a table of use from the current user agreement.

Day	Morning Times	Afternoon Times
Monday	9.00am – 12.15pm	3.15pm – 5.15pm
Tuesday	9.00am – 12.15pm	3.15pm – 5.15pm
Wednesday		3.15pm – 6.15pm
Thursday	9.00am – 12.00pm	

The current hourly rate applicable to this user is \$13.20 per hour as a multiple user. In the new agreement the hourly rate will be \$14.35 which is an increase of \$1.15 per hour.

This fee increase has been discussed with the Director of WOTS on Gymnastic Fun & Fitness, she acknowledges the increase and is happy to continue hiring the Hibernian Hall but will no longer required the Thursday hours in the new agreement.

Legislation, Local Laws, State Policies & Other Regulatory Requirements:

What does the legislation and other statutory instruments include about the matter under consideration? (Include an extract of the relevant section's wording of the legislation – please do not just quote the section number as that is of no assistance to Councillors)

Nil

Council Policies or Asset Management Plans:

Does Council have a policy, plan or approach ordinarily followed for this type of decision?

What are relevant sections of the policy or plan?

(Quote/insert the relevant section's wording / description within the report)

Nil

Input into the Report & Recommendation:

Have others' views or input been sourced in developing the report and recommendation to Council? (i.e. other than the report author?) What did each say? (Please include consultation with the funding body, any dates of critical importance or updates or approvals required)

Manager - Facilities (Land, Buildings & Structures)

Director – WOTS on Gymnastics Fun & Fitness

Funding Bodies:

Is the project externally funded (or proposed to be)? If so, are there any implications in relation to the funding agreement or grant application. (Please do not just include names)

Nil

This Financial Year's Budget:

Will the matter under consideration impact how much Council collects in income or how much it will spend? How much (\$)? Is this already included in the budget? (Include the account number and description).

If the matter under consideration has not been included in the budget, where can the funds be transferred from? (Include the account number and description) What will not be done as a result?

Nil

Future Years' Budgets:

Will there need to be a change in future years' budgets to cater for a change in income or increased expenditure as a result of Council's decision? How much (\$)? (e.g. estimate of additional maintenance or operating costs for a new or upgraded project)

Yearly rate over term of user agreement - approx. 418.5 hrs per year x \$14.35 (hourly rate of hire for multiple user) x 2 = \$12,010.95

Increase revenue for Facilities.

GL – 1491.1081.1003

Impact on Other Individuals or Interested Parties:

Is there anyone who is likely to be particularly interested in or impacted by the decision, or affected by the recommendation if adopted? What would be their key interests or concerns?
(Interested Parties Analysis - IS9001:2015)

Thursdays are now available for other users within the community.

Risks:

What could go wrong if Council makes a decision on this matter? (What is the likelihood of it happening and the consequence if it does) (List each identified risk in a table)

Risk	Description of likelihood & consequences
Nil	Nil

Advice to Council:

What do you think Council should do, based on your skills, qualifications and experience, your knowledge of this and related matters, and the facts contained in the report?

(A summary of what the employee thinks Council needs to hear, not what they think individual Councillors want to hear – i.e. employees must provide sound and impartial advice – the employee's professional opinion)

It is advised that Council renew the agreement with Wots on Gymnastic Fun & Fitness.

Recommendation:

What is the 'draft decision' based on the advice to Council?

Does the recommendation suggest a decision contrary to an existing Council policy? If so, for what reason?

(Note: recommendations if adopted by Council become a legal decision of government and therefore must be clear and succinct about the action required by employees (unambiguous)).

Does this recommendation suggest a decision contrary to an existing Council policy? If so, for what reason?

That Council

1. Enter into an agreement with WOTS on Gymnastic Fun & Fitness for the use of the Hibernian Hall Roma for a period of two (2) years.
2. Charge WOTS on Gymnastic Fun & Fitness a hire fee for a multiple user as per Council fees and charges for the use of the Hibernian Hall for the term of this agreement.

Link to Corporate Plan:

Corporate Plan 2018-2023

Strategic Priority 4: Growing our region

4.9 Manage Council's land and buildings that contribute to the provision of a range of services across the region and are used by residents, visitors, business, industry and Council

4.9.3 Develop and implement agreements for the long term use of facilities (including leases, management agreements, user agreements).

Supporting Documentation:

Nil.

Report authorised by:

Manager - Facilities (Land, Buildings & Structures)

Deputy Chief Executive Officer/Director - Development, Facilities & Environmental Services

OFFICER REPORT

Meeting: General 13 February 2019

Date: 6 February 2019

Item Number: 13.7

File Number: D19/8223

SUBJECT HEADING: Locomotive Mitchell Memorial Park community consultation outcome

Classification: Open Access

Officer's Title: Local Development Officer - Mitchell

Executive Summary:

The Queensland Pioneer Steam Railway (QPSR) restoration committee has previously approached Council requesting that they acquire the C17 locomotive from Mitchell Memorial Park, to be relocated and restored at the Queensland Pioneer Steam Railway in Ipswich.

Council resolved at their meeting on 23 January 2019 to approach QPSR with further questions detailing the proposed exchange of the locomotive, and to obtain a valuation of the engine located at the Memorial Park.

Officer's Recommendation:

That Council:

1. Accept the results from the Mitchell community consultation.
 2. Investigate options for a replacement for the locomotive, and take back to the Mitchell community for further consultation.
 3. Following the acceptance by the Mitchell community of the proposed replacement for the locomotive, allow the C17 Locomotive, currently located in the Mitchell Memorial Park, to be removed by the Queensland Pioneer Steam Railway committee, and relocated at the Queensland Pioneer Steam Railway complex in Ipswich for restoration purposes.
-

Individuals or Organisations to which the report applies:

Are there any individuals or organisations who stand to gain a benefit, or suffer a loss, (either directly or indirectly) depending on the outcome of consideration of this matter?

(Note: This is to assist Councillors in identifying if they have a Material Personal Interest or Conflict of Interest in the agenda item - i.e. whether they should participate in the discussion and decision making).

Queensland Pioneer Steam Railway stand to gain a benefit if Council agree to allow them to restore the C17 locomotive.

Acronyms:

Are there any industry abbreviations that will be used in the report?

Note: This is important as particular professions or industries often use shortened terminology where they refer to the matter on a regular basis. However, for individuals not within the profession or industry it can significantly impact the readability of the report if these aren't explained at the start of the report).

Acronym	Description
QPSR	Queensland Pioneer Steam Railway
C17 locomotive	Class of Steam Engine

Context:

Why is the matter coming before Council?

This report was previously presented at the Council meeting on 23 January 2019. At the meeting, Council resolved as follows:

Resolution No. GM/01.2019/44

That the matter lay on the table for further consideration at the next General Meeting of Council following further investigations.

This report will allow Councillors further clarification of the possible exchange process of the Locomotive and update Council regarding investigation into the potential value of the asset.

Background:

Has anything already happened in relation to this matter?

(Succinct overview of the relevant facts, without interpretation)

Accounting Services staff have been in contact with Council's Valuers, APV Pty Ltd, and were advised verbally that in a standard valuation for a Council, a non-operational steam locomotive in a park setting is considered a nil value asset. The Valuers were not able to provide a specialised valuation, nor did they know of a provider who could do so. Extensive research has been conducted to investigate this issue, however a specialised valuer who can value the steam locomotive was not able to be identified to date.

Council officers led a teleconference with Mr Robert Shearer – QPSR obtaining the following information regarding the Locomotive and the possibility of a 10-year buy-back for a future Council to undertake. Below are the highlighted bullet points from the discussion;

- Council officers advised Mr Shearer of the request from Council to investigate the possibility of a future term of Council being able to purchase the restored locomotive back from the Ipswich society, in an approximate 10-year period. This would see the restored locomotive returned to the Mitchell community.
- Mr Shearer explained that the length of time expected for the restoration is around 3-5 years, so it would not be fit for rail until around 2023-2025. If it were operational by 2025, QPSR would be aiming to have it running in Ipswich for at least 10-15 years due to the investment (of money and time) from QPSR volunteers.
- The expected cost to restore the locomotive is around \$500,000 with volunteer hours, and donated assistance from other companies for repairs. The cost could get up to \$1million if they have to undertake major boiler work.
- The group have a grant application to the State Government for \$750,000. If this is successful, they will be able to use paid labour to expedite the restoration process.

- There are also criteria around asset management with the grant – if the grant is successful, the locomotive would be expected to remain as an asset for QPSR for a certain period of time – 10 to 20 years?
- Mr Shearer believes the main issue would be the buyback negotiation of 10 years from when they take the locomotive – this is due to the work the 160 volunteers will put into the restoration of the engine, to then lose it within in a 10 year period would seem disheartening and probably a game stopper. It could take the volunteers 5 years to bring it up to the standard they want and therefore would only be able to operate for the group for 5 years - negating its intended use as a second locomotive.
- It is hoped to get at least 20 years out of the boiler, but this won't be known until they can get it down to Ipswich and investigate properly.
- If there was something that made the locomotive unfit for purpose, the group would **gift it back to Mitchell**.
- Mr Shearer also spoke about possibility of the locomotive making the trip out to Mitchell – it would be at least 5-6 years before it could even be considered.
- If QPSR can satisfy engineers at QRail, that the standard of the C17 is high enough to operate on the Main line, then that could mean coming out for one week at 50km per hour heading towards the eastern side of Roma with a QR or Aurizon crew. The locomotive would then head further west to Mitchell with a QPSR Crew QRail pilot. It was noted this would be a long and expensive journey travelling 50km/ph.
- The possibility of bringing the locomotive back to run on rails in Mitchell was discussed. Mr Shearer reiterated the issues raised at the community consultation.
- There are 160 volunteers in Ipswich, and they can barely keep up with the requirements from QR to have an operating railway. They have been operating for over 40 years, and so they have a 'grandfather' clause for most of their activities.
- Toowoomba Heritage Railway (DDSR) have been operating for 25 years, and QR does not let them operate rail services on their network.

Items for exchange

- Robert Shearer suggested (as per community's request) the exchange of a C17 cab that they will sand blast and paint from their Ipswich headquarters. We would need to provide a 3m x 3m concrete slab to bolt the loco on for a child's play train located at the Memorial Park. This Loco would be safe and would receive a check for asbestos etc. QPSR can even add a whistle for children to blow! (Officers would need to ensure with Towns & Surrounds / Risk teams that the equipment is deemed safe).
- Robert advised that QPSR may be willing to exchange for both the children's play cab and the Westlander carriage – however if there was a buy back scheme for the locomotive, these items would have to be considered as they would not be able to be usefully returned.
- Mitchell would have naming rights for the Engine and residence from 4465 will receive free journeys to ride on the train when operational from Ipswich.

In conclusion

- There is a high probability of risk (both to the engine condition and the public) if the engine remains in its present location in the Mitchell Park.
- Robert advised that the group have more members than ever before, and when they start a project, they finish it, irrespective of how long it takes. They have invaluable support from other organisations with skilled services, parts and labour.

Legislation, Local Laws, State Policies & Other Regulatory Requirements:

What does the legislation and other statutory instruments include about the matter under consideration?

(Include an extract of the relevant section's wording of the legislation – please do not just quote the section number as that is of no assistance to Councillors)

The Local Government Regulation 2012, states that valuable non-current assets (e.g. plant and equipment valued at >\$5,000 ex GST) must first be offered for sale via tender or auction (Section 227, LGR 2012).

However, there are a number of exceptions to this requirement, including a provision for the disposal of valuable non-current assets to community organisations (without being offered for sale by way of tender or auction):

236 EXCEPTIONS FOR VALUABLE NON-CURRENT ASSET CONTRACTS

(1) Subject to subsections (2) to (4) , a local government may dispose of a valuable non-current asset other than by tender or auction if—

(a) the valuable non-current asset—

(i) was previously offered for sale by tender or auction but was not sold; and

(ii) is sold for more than the highest tender or auction bid that was received; or

(b) the valuable non-current asset is disposed of to—

(i) a government agency; or

(ii) a community organisation

The term 'community organisation' is defined in Schedule 8 of the LGR:

"community organisation" means—

(a) an entity that carries on activities for a public purpose; or

(b) another entity whose primary object is not directed at making a profit.

Council Policies or Asset Management Plans:

Does Council have a policy, plan or approach ordinarily followed for this type of decision?

What are relevant sections of the policy or plan?

(Quote/insert the relevant section's wording / description within the report)

Accounting Services staff have been in contact with Council's Valuers, APV Pty Ltd, and were advised verbally that in a standard valuation for a Council, a non-operational steam locomotive in a park setting is considered a nil value asset. The Valuers were not able to provide a specialised valuation, nor did they know of a provider who could do so. Extensive research has been conducted to investigate this issue, however a specialised valuer who can value the steam locomotive was not able to be identified to date.

Input into the Report & Recommendation:

Have others' views or input been sourced in developing the report and recommendation to Council? (i.e. other than the report author?) What did each say? (Please include consultation with the funding body, any dates of critical importance or updates or approvals required)

Strategic Finance, Asset Management & Sustainability engaging the appropriate evaluation service.

Robert Shearer from QPSR presented a 30-page document to the community outlining key facts about C17 locomotive.

Points to be noted are;

- Locomotive was reboilered in November '68 and decommissioned April '69 (it was never in service around Mitchell or Western Queensland.)
- Locomotive has been on plinth at Mitchell since 1970.
- Tender body is rusted through due to leaves from gum trees. Evidence of minor compacted rust under footplate floor, this can lead to floor giving way completely if left untreated. QPSR believe this could happen soon if left untreated along with a number of other issues.

Jeff Watson, Booringa Action Group – would like to see an alternative option for the train.

Community consultation – the Mitchell community have provided majority feedback in favour of allowing the train to be relocated to QPSR.

Funding Bodies:

Is the project externally funded (or proposed to be)? If so, are there any implications in relation to the funding agreement or grant application. (Please do not just include names)

NIL

This Financial Year's Budget:

Will the matter under consideration impact how much Council collects in income or how much it will spend? How much (\$)? Is this already included in the budget? (Include the account number and description).

If the matter under consideration has not been included in the budget, where can the funds be transferred from? (Include the account number and description) What will not be done as a result?

At its meeting on 23 May 2018, Council resolved to ***allocate costs involved with the community consultation to the Mitchell General Operations budget WO 14827.2539.2001 (Local Development Mitchell Operations)***
(Resolution No. GM/05.2018/46)

Future Years' Budgets:

Will there need to be a change in future years' budgets to cater for a change in income or increased expenditure as a result of Council's decision? How much (\$)? (e.g. estimate of additional maintenance or operating costs for a new or upgraded project)

If Council resolve to keep the locomotive, costs will be incurred to fence the surrounding precinct for safety reasons and install appropriate signage deterring persons from climbing on the locomotive.

If Council resolve to allow the locomotive to be removed for restoration, budget implications will occur regarding what to install in its place eg: concrete slab for replacement train to be mounted on in the Memorial Park.

Impact on Other Individuals or Interested Parties:

Is there anyone who is likely to be particularly interested in or impacted by the decision, or affected by the recommendation if adopted? What would be their key interests or concerns?

(Interested Parties Analysis - IS9001:2015)

Queensland Pioneer Steam Railway – they are requesting the locomotive for restoration to make it a working engine on the Ipswich Railway.

Mitchell community – option has been given to the community to name the engine to reflect its origins eg; “Booringa” “Major Mitchell” “The Mitchell” etc.

People from the Mitchell postcode would enjoy free travel on the restored locomotive at QPSR as well as visitation rights or just checking in to see the progress on the restoration of the Locomotive.

Mitchell Community / Major Mitchell Caravan Park / Booringa Museum – offer to house a carriage from the Westlander Stalwart; Carriage 1540. The options for this carriage are not limited to, but may include;

- Bed and breakfast options at the Major Mitchell Caravan Park
- Tea rooms
- Community study/education area
- Display at the Booringa Heritage museum
- Extension to the library to provide quiet reading areas
- Community meeting area
- Education centre driver reviver
- Community emergency shelter

Risks:

What could go wrong if Council makes a decision on this matter? (What is the likelihood of it happening and the consequence if it does) (List each identified risk in a table)

Risk	Description of likelihood & consequences
If Council decide to keep the locomotive, serious safety concerns are in place for the steam engine.	The likelihood of a person of any age falling through or hurting themselves by climbing on to the engine is high. In recent months sharps have been found inside the boiler.
If Council decide to keep the locomotive, a permanent fence will need to be installed.	Upgrade the existing fence and signage would be required. A security fence would need to be installed to prevent people climbing the fence. This will detract from the beautification of the locomotive, but will be necessary to eliminate the risk of serious injury.
Risk of restoring locally	QPSR estimate the cost of restoration for a static display of around \$50,000, depending on having the necessary expert skills, parts and machinery. There is also the risk of costly mistakes from unskilled workmanship.

Risk of further deterioration if action is not taken.	QPSR estimate if the deterioration at the drag box and tender continue within a 2-year span, major work will likely be required to the sub frame (replacement of frame sections and drag box), once this begins the option of restoration begins to drop exponentially and costs become prohibitive. The risk of public injury also increases.
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Advice to Council:

What do you think Council should do, based on your skills, qualifications and experience, your knowledge of this and related matters, and the facts contained in the report?

(A summary of what the employee thinks Council needs to hear, not what they think individual Councillors want to hear – i.e. employees must provide sound and impartial advice – the employee's professional opinion)

Based on the presentation from QPSR and community feedback, it is recommended that the C17 locomotive be removed and restored by QPSR. This would prevent the engine from deteriorating further in the park, and enable it to be restored to working condition – 'brought back to life'.

Replacement options include:

1. Investigate the opportunity of installing a similar style locomotive at the Memorial Park in place of the C17, to allow children something safe to climb and play on in a much smaller version. This may be possible through QPSR in exchange for the locomotive.
2. Install the sleeping car at the caravan park as a unique accommodation option. This would have the benefit of being managed (booked, cleaned, serviced etc.) through an existing accommodation provider, and would not detract, rather it would enhance, a local business.

Recommendation:

What is the 'draft decision' based on the advice to Council?

Does the recommendation suggest a decision contrary to an existing Council policy? If so, for what reason?

(Note: recommendations if adopted by Council become a legal decision of government and therefore must be clear and succinct about the action required by employees (unambiguous)).

Does this recommendation suggest a decision contrary to an existing Council policy? If so, for what reason?

That Council:

1. Accept the results from the Mitchell community consultation.
2. Investigate options for a replacement for the locomotive, and take back to the Mitchell community for further consultation.
3. Following the acceptance by the Mitchell community of the proposed replacement for the locomotive, allow the C17 Locomotive, currently located in the Mitchell Memorial Park, to be removed by the Queensland Pioneer Steam Railway committee, and relocated at the Queensland Pioneer Steam Railway complex in Ipswich for restoration purposes.

Link to Corporate Plan:

Corporate Plan 2018-2023

Strategic Priority 4: Growing our region

4.1 Work with our communities to identify priorities, and provide leadership and advocacy to grow our region

4.1.5 Provide administrative support to Council's decision-making and community engagement processes.

Supporting Documentation:

Nil

Report authorised by:

Regional Grants & Council Events Development Coordinator

Manager - Economic & Community Development

Deputy Chief Executive Officer/Director - Development, Facilities & Environmental Services

COUNCILLOR REQUEST FOR AN AGENDA REPORT

Meeting: General 13 February 2019

Date: 15 January 2019

Item Number: 14.1

File Number: D19/2771

SUBJECT HEADING: A Dustseal Program for Extenuating Circumstances

Classification: Open Access

Councillor's Title: Cr Tyson Golder

Executive Summary:

That Council create a policy allowing for funding from the roads budget to carry out dust seals in the 2018/19 year for residents with extenuating circumstances.

Councillor's Recommendation:

That a report be prepared for an upcoming Council meeting.

Details of Requested Agenda Report:

To complete two dust seals per financial year in the Maranoa where residents can apply to Council where there is extenuating circumstances and health, livability and quiet enjoyment has been affected. This policy is needed because there has been no substantial history of residents paying a 50% contribution to carry out a dust seal.

Supporting Documentation:

Nil

COUNCILLOR REQUEST FOR AN AGENDA REPORT

Meeting: General 13 February 2019

Date: 4 February 2019

Item Number: 14.2

File Number: D19/7141

SUBJECT HEADING: Equipment - Roma Water Service

Classification: Open Access

Councillor's Title: Cr Tyson Golder

Executive Summary:

Mayor asks that Council purchase and keep as a minimum a full set of electric motor, pump and consumable parts for each of the main 3 bores in Roma.

Councillor's Recommendation:

That a report be prepared for an upcoming Council meeting.

Details of Requested Agenda Report:

Mayor Golder asks that an investigation also be included in the budget for a 10 MEG storage for the western high part of Roma, to give water security to supply for the people of Roma.

Officer's Note – Please refer to e-mail to all Councillors on 29 January 2019 and 8 February 2019.

Supporting Documentation:

Nil

COUNCILLOR REQUEST FOR AN AGENDA REPORT

Meeting: General 13 February 2019

Date: 23 January 2019

Item Number: 14.3

File Number: D19/4802

SUBJECT HEADING: Customer Request for Traffic Lights at Lonesome Range

Classification: Open Access

Councillor's Title: Cr Tyson Golder

Executive Summary:

Concerned customer has written to Mayor Golder advising of safety concern at the inability to see oncoming traffic from any distance on the Lonesome Range through the Arcadia Valley, with a suggestion that traffic lights be installed.

Councillor's Recommendation:

That a report be prepared for an upcoming Council meeting.

Note: This is a customer request in the system in relation to this matter – an update on the officer's actions, both planned and underway, can be provided at the meeting.

Details of Requested Agenda Report:

Nil.

Supporting Documentation:

[1](#) Michael Wright - Letter to council regarding Lonesome Range safety concern - 21 January 2019 D19/4793



To whom it may concern;

I am writing in regards to having council put traffic lights at the Lonesome Range in the Acadia Valley Loop Road.

I travel to fields in the Acadia Valley multiple times a week on the Lonesome Range and have had a few near misses with accidents due to oncoming traffic not calling up or not being able to call up. When on the Lonesome Range you are unable to see what traffic is coming until it is too late.

There is a need for traffic lights to be placed at the top and bottom of the Lonesome as the road isn't wide enough for 2 vehicles to pass yet alone 2 trucks pass. By having traffic lights this will help all traffic coming through the Lonesome as some vehicles do not have radios to communicate that there is traffic on the road.

By having traffic lights it will prevent an accident that is likely to result in serious injury. It will also help the local resident's safety when leaving their houses as they don't know where the traffic is.

If you have any further questions please feel free to contact me.

Kind regards

A handwritten signature in black ink, appearing to read 'Michael Wright', is written over a large, faint background watermark of the Maranoa Laundry logo.

Michael Wright

Director of Maranoa Laundry

Locally Owned - Servicing All Areas