

# BUSINESS PAPER

## Ordinary Meeting

**Wednesday 11 November 2020**

Surat Administration Centre

### NOTICE OF MEETING

Date: 2 November 2020

Mayor:

Councillor T D Golder

Deputy Mayor:  
Councillors:

Councillor G B McMullen  
Councillor J R P Birkett  
Councillor M C Edwards  
Councillor J L Guthrie  
Councillor J M Hancock  
Councillor W L Ladbrook  
Councillor C J O'Neil  
Councillor W M Taylor

Chief Executive Officer:

Ms Julie Reitano

Executive Management:

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

Attached is the agenda for the **Ordinary Meeting** to be held at the Surat Administration Centre on  
**11 November, 2020 at 6.30PM.**



Julie Reitano  
**Chief Executive Officer**

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## Status Reports

### Next General Meeting

- To be held at the Roma Administration Centre on 25 November 2020.

## Confidential Items

In accordance with the provisions of section 254J(3) 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 Unallocated State Land - Lot 24 on J4614

**Classification:** Closed Access

Local Government Regulation 2012 Section 254J(3)(i) a matter the local government is required to keep confidential under a law of, or formal arrangement with, the Commonwealth or a State.

#### C.2 Quarter 1 2020/21 Budget Review

**Classification:** Closed Access

Local Government Regulation 2012 Section 254J(3)(c) the local government's budget.

#### C.3 Grazing Land

**Classification:** Closed Access

Local Government Regulation 2012 Section 254J(3)(g) negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government.

#### C.4 Request to waive water charges - Assessment 12008967

**Classification:** Closed Access

Local Government Regulation 2012 Section 254J(3)(d) rating concessions.

#### C.5 Rates capping and concession

**Classification:** Closed Access

Local Government Regulation 2012 Section 254J(3)(d) rating concessions.

#### C.6 Minor Amendments to the Organisational Structure & Current Vacancies

**Classification:** Closed Access

Local Government Regulation 2012 Section 254J(3)(b) industrial matters affecting employees.

**C.7 COVID-19 Leased Cafes, Caravan Parks, Car Hire Companies and Hibernian Hall Users****Classification:** Closed Access

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**Closure**

**MINUTES OF THE ORDINARY MEETING OF MARANOA REGIONAL COUNCIL HELD AT ROMA ADMINISTRATION CENTRE ON 28 OCTOBER 2020 SCHEDULED TO COMMENCE AT 9.00AM**

**ATTENDANCE**

Mayor Cr. T D Golder chaired the meeting with Deputy Mayor Cr. G B McMullen, Cr. J R P Birkett, Cr. M C Edwards, Cr. J L Guthrie, Cr. J M Hancock, Cr. W L Ladbrook, Cr. C J O'Neil, Cr. W M Taylor, 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 Services – Sharon Frank, Deputy Director / Strategic Road Management – Cameron Hoffmann, Manager Economic & Community Development – Ed Sims, Manager Procurement & Plant – Michael Worthington, Manager Water, Sewerage & Gas – Graham Sweetlove, Manager Planning & Building Development – Danielle Pearn, Manager Facilities (Land, Buildings & Structures) – Tanya Mansfield, Manager Airports (Roma, Injune, Surat, Mitchell) – Ben Stewart, Operations Manager Finance – Dee Sullivan, Specialist Arts & Culture – Kym Walters, Local Development Officer Injune – Kimberley Amor, Local Development Officer Mitchell – Jane Fenton, Local Development Officer Surat – Dianne Clayton, Support Officer Economic & Community Development – Tennielle Limpus.

**WELCOME**

The Mayor welcomed all present and declared the meeting open at 9.10am.

**CONFIRMATION OF MINUTES**

**Resolution No. OM/10.2020/46**

**Moved Cr Edwards**

**Seconded Cr McMullen**

**That the minutes of the Ordinary Meeting held on 14 October 2020 be confirmed.**

**CARRIED**

**9/0**

**Resolution No. OM/10.2020/47**

**Moved Cr McMullen**

**Seconded Cr Taylor**

**That the minutes of the Special Meeting held on 23 October 2020 be confirmed, with Council providing the following clarification regarding Item 7.1:**

- **The resolution refers to any unspent Council funds to be returned in 7 days.**

**CARRIED**

**9/0**

**Responsible Officer**

**Lead Officer – Elected Members & Community Engagement**

**ON THE TABLE**

Cr O'Neil advised that a matter regarding Toowoomba & Surat Basin Enterprise (TSBE) which was laid on the table at the Ordinary meeting on 14 October 2020 had not been included in the agenda. Cr O'Neil further clarified that his intent behind laying the matter on the table was to allow for the reporting officer to be present for Council's deliberations.

The Chief Executive Officer suggested that this report and an additional late report in relation to the Audit Committee Meeting could be included and considered at a later point during the meeting if approved by Council.

**Resolution No. OM/10.2020/48**

**Moved Cr O'Neil**

**Seconded Cr Hancock**

**That Council include two (2) additional reports for the meeting.**

***The report items included are as follows:***

- ***L.13 – Additional Services – Toowoomba and Surat Basin Enterprise Pty Ltd.***
- ***L.14 – Audit Committee Report.***

**CARRIED**

**9/0**

**Responsible Officer**

**Lead Officer – Elected Members & Community Engagement**

**DECLARATION OF CONFLICTS OF INTEREST**

New legislation came into effect on Monday 12 October 2020 which changes how Councillors' Conflicts of Interest are managed.

Consistent with Council meetings since introduction of the new legislation, Council dealt with Conflicts of Interest in the order of business.

**Resolution No. OM/10.2020/49**

**Moved Cr O'Neil**

**Seconded Cr Ladbrook**

**That:**

1. **The [Councillor] 'Declaration of Conflicts of Interest' be declared as they happen *[upon introduction of each Item by the Chair and prior to Council considering the introduced item]*.**
2. **The Standing Orders Policy be updated to reflect this approach and considered by Council at a future meeting.**

***[Wording amended by Cr O'Neil from his original motion following a suggestion from the Chief Executive Officer that Council could use the same wording for this segment as was used at the meeting on 14 October 2020. Cr O'Neil indicated he was happy with this approach, and included point 2 of the resolution].***

**CARRIED**

**9/0**

**Responsible Officer**

**Director Corporate & Community Services /  
Lead Officer – Elected Members & Community Engagement**

The Chief Executive Officer enquired in regard to a conflict that had been sent through by Cr Edwards that Council was not yet aware of. Cr Edwards indicated that he had mistakenly referenced the incorrect item number. He had meant to advise Item 5.10 – [Bassett Park User Agreement – Maranoa Equestrian Association] rather than 5.1.

**Item Number:** 5.1 **File Number:** D20/99244

**SUBJECT HEADING:** AVIATION INCIDENT MEMORIAL PLAQUE AT ROMA AIRPORT

**Officer's Title:** Manager - Airports (Roma, Injune, Surat, Mitchell)

**Executive Summary:**

*On the 22<sup>nd</sup> of September 1981, a light aircraft travelling to Roma from Augathella encountered an issue resulting in a fatal collision with ground in the vacant paddock between Bassett Lane and Dargal Road, South of the Roma Airport.*

*The family of the pilot involved requested that a memorial plaque be placed on the fence nearby the location of the incident. This report served to provide Council with the information surrounding the request.*

**Resolution No. OM/10.2020/50**

**Moved Cr McMullen**

**Seconded Cr Guthrie**

**That Council authorise the placement of a memorial plaque near Gate 11 of the Roma Airport perimeter fence, on Bassett Lane, as the closest location to the incident site, noting that the placement must not obstruct any regulatory signage or impede access and that the cost of installation and maintenance of the plaque be borne by the applicant.**

**CARRIED**

**9/0**

**Responsible Officer**

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

**Item Number:** 5.2 **File Number:** D20/99245

**SUBJECT HEADING:** CARE OUTREACH REQUEST PERMISSION TO USE THE INJUNE COMMUNITY CENTRE

**Officer's Title:** Local Development Officer - Injune

**Executive Summary:**

*Care Outreach a Not-for-Profit Organisation has requested use of the Injune Community Centre for their "Christmas for the Bush 2020" annual event at no cost. This event is planned from Saturday, 21 November to Saturday, 12 December 2020.*

*In addition to this year's request, Care Outreach also requested use of two caravan park sites and two cabins for the duration of their stay at no cost.*

**Resolution No. OM/10.2020/51**

**Moved Cr O'Neil**

**That this matter lay on the table until later in the meeting.**

*[Cr O'Neil clarified that the information he was seeking is as follows (which included a second point requiring investigation as suggested by Mayor Golder:*

- *What would the cost be for Council to clean the two cabins?*
- *Would the applicant be happy to use them 'as is' and bring their own linen?.*

CARRIED

9/0

Responsible Officer	Manager – Economic & Community Development
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Item Number: 5.3 File Number: D20/99246

SUBJECT HEADING: TENDER 21009: PURCHASE AND REMOVAL OF TWO (2) DISUSED COTTAGES AT 97 ANN STREET, MITCHELL

Officer's Title: Manager - Procurement & Plant

**Executive Summary:**

*Council invited tenders for the purchase and removal two (2) disused cottages located at 97 Ann Street, Mitchell Qld 4465 on land described as Lot 1 on SP200053 that are surplus to Council requirements.*

*The tender period opened on 11 August 2020 with a closing date of 4 September 2020.*

*The evaluation panel assessed the submissions and the report was tabled for Council's consideration.*

**Resolution No. OM/10.2020/52**

Moved Cr Birkett

Seconded Cr McMullen

That Council:

1. Accept the offer from Burke Industries for the purchase of both cottages, noting the tendered value of \$18,000 plus GST for a total value per cottage of \$19,800.
2. Authorise the Chief Executive Officer (or delegate) to enter into a contract for the sale and removal of the cottages with Burke Industries.

*[Wording amended by Cr Birkett following Councillors' advice that he was referring to an alternate item rather than the matter under consideration. Cr Birkett subsequently amended the motion].*

CARRIED

9/0

Responsible Officer	Manager - Procurement & Plant
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Item Number: 5.4 File Number: D20/99247

SUBJECT HEADING: TENDER 21013: SALE OF LAND AND BUILDING AT 6 BURROWES STREET, SURAT QLD 4417.

Officer's Title: Manager - Procurement & Plant

**Executive Summary:**

*Council invited tenders for the sale of the premises located at 6 Burrowes Street, Surat QLD 4417.*

*This report summarised the results of Tender 21013 and was submitted for Council's consideration.*

**Resolution No. OM/10.2020/53**

**Moved Cr Hancock**

**Seconded Cr McMullen**

**That Council:**

1. Accept the offer from Mathew Pierce of Toowoomba Qld 4350 for thirty thousand dollars (\$30,000).
2. Authorise the Chief Executive Officer (or delegate) to enter into negotiations with Mathew Pierce formalising the terms and conditions in the draft contract and execute any documentation associated with this asset disposal.

*[Wording amended by Cr Hancock following confirmation from the reporting officer that GST did not apply in this instance. Cr Hancock subsequently removed this reference to GST].*

CARRIED

9/0

<b>Responsible Officer</b>	<b>Manager - Procurement &amp; Plant</b>
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#### DECLARATION OF CONFLICT OF INTEREST

Agenda item	Item description and key content	Councillor	Precis of personal interest
5.5	Availability of Accommodation for Horses – Annual Roma Show	Wayne (George) Ladbrook	Cr Ladbrook's related party (spouse) is Vice President of the Roma Show Society, Chief Horse Steward and author of the letter to Council.

Cr Ladbrook advised as follows:

I, Councillor George Ladbrook, inform the meeting that I have a declarable conflict of interest in this matter (as defined by section 150EN of the *Local Government Act 2009*).

This declarable conflict of interest arises because the person who is a related party of mine has an interest in this matter.

Particulars:

- (i) Name of the related party is Alannah Ladbrook
- (ii) The nature of my relationship with the party is, she is my Spouse
- (iii) The nature of the related party's interests in this matter is that Alannah is Vice President of the Roma Show Society, Chief Horse Steward and author of the letter to Council.

I propose to leave and stay away from the place where the meeting is being held while this matter is discussed and voted on.

Cr Ladbrook left the meeting at 9.37am, taking no part in discussion or debate on the following item.

**Item Number:**

**5.5**

**File Number: D20/99248**

**SUBJECT HEADING:**

**AVAILABILITY OF ACCOMMODATION FOR HORSES - ANNUAL ROMA SHOW**

**Officer's Title:**

**Manager - Facilities (Land, Buildings & Structures)**

#### ***Executive Summary:***

*Council received correspondence raising concerns regarding the availability of stable accommodation for horses during the annual Roma Show.*



**Resolution No. OM/10.2020/54**
**Moved Cr Golder**
**Seconded Cr O'Neil**
**The Council:**

1. Acknowledge receipt of the correspondence.
2. Proceed with the planned expansion of racing stables at Bassett Park.
3. Confirm that racehorses are able to remain accommodated in the stables at Bassett Park during the duration of the Roma Show *[as is the current approach]*.
4. Confirm that recreational horse owners must vacate stables and feed rooms at Bassett Park during the duration of the Roma Show and that Council enter into stable user agreements with recreational horse owners that reflect this requirement.
5. Confirm that trainers are not able to train horses on the race track during the week of the Roma Show from 9:00 am Sunday before the show until 5:00 pm Sunday after the show.
6. Support the Roma Show Society to apply for external funding to improve the availability of dedicated horse accommodation during the annual Roma Show.
7. Work with the Roma Show Society to identify suitable alternative locations at Bassett Park for portable yards to be set up to temporarily accommodate horses away from the Racehorse stabling area.
8. Work with the Roma Show Society to rectify the issues with the tie up stalls and that a full report including costings be tabled at an upcoming meeting.
9. Authorise the Chief Executive Officer (CEO), or delegate, to execute the user agreements with recreational horse owners in respect to use of stables at Bassett Park.

*[Wording amended by Mayor Golder in regard to point 5 following further discussion, and to point 8 following further discussion to clarify Council's approach in regard to this point, incorporating suggestions from the Chief Executive Officer and Deputy Chief Executive Officer. Mayor Golder indicated he was happy to accept the amendments].*

**CARRIED**
**8/0**
**Section 150FA (2)(e) of the Local Government Act 2009**

*For a matter to which the prescribed conflict of interest or declarable conflict of interest relates - the name of each eligible councillor who voted on the matter, and how each eligible councillor voted.*

**Name of each eligible councillor who voted on the matter:**

Mayor Cr. Tyson Golder, Deputy Mayor Cr. Geoff McMullen, Cr. John Birkett, Cr. Mark Edwards, Cr. Julie Guthrie, Cr. Johanne Hancock, Cr. Cameron O'Neil, Cr. Wendy Taylor.

**How each eligible councillors voted:**

Each councillor voted in favour of the motion.

<b>Responsible Officer</b>	<b>Manager - Facilities (Land, Buildings &amp; Structures)</b>
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At cessation of discussion and debate on the abovementioned item, Cr Ladbrook returned to the meeting at 10.03am.

Cr Edwards left the meeting at 10.03am, and returned at 10.05am.

Cr O'Neil left the meeting at 10.10am, and returned at 10.12am.

Cr McMullen left the meeting at 10.22am, and returned at 10.24am.

**Item Number:** 5.6 **File Number:** D20/99249

**SUBJECT HEADING:** AVAILABLE INDUSTRIAL LAND - MITCHELL

**Officer's Title:** Administration Officer - Land Administration

***Executive Summary:***

*Council requested that information be provided on industrial land located in Mitchell that may be surplus to Council's requirements.*

**Resolution No. OM/10.2020/55**

**Moved Cr Birkett**

**Seconded Cr Golder**

That Council resolve that it is in the public interest to invite expressions of interest (for the purpose of short listing prior to proceeding to a tender process) for the use (lease or purchase) of some or all of the vacant industrial land located in Sophia and Grace Street, Mitchell, specifically described as Lots 27, 28, 29, 30, 31, 32, 34 and 35 on MH15119. Noting that Council has no intention of upgrading Grace Street.

**Statement of Reason**

The reason for having an expression of interest process as the first step is because Council's primary focus is on economic development potential of this land for the community of Mitchell, and Council is interested in assessing from the prospective tenderers:

- The proposed use of the land
- Timeframes for development
- Number of lots proposed to be developed and configuration
- Type of use (lease or buy)
- An explanation of the economic benefits to Mitchell and the Maranoa

*[Wording for this resolution was amended a number of times as a result of progressive discussions between Councillors and officers].*

CARRIED

9/0

**Responsible Officer**

**Administration Officer - Land Administration**

**COUNCIL ADJOURNED THE MEETING**  
 FOR MORNING TEA AT 10.36AM

**SUBJECT HEADING: RESUMPTION OF STANDING ORDERS**  
 COUNCIL RESUMED THE MEETING AT 11.08PM

Item Number: 5.7 File Number: D20/99250

SUBJECT HEADING: BUNGIL STREET OVALS USER AGREEMENT - ROMA & DISTRICT LITTLE ATHLETICS

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

**Executive Summary:**

*Roma & District Little Athletics group advised Council that they wish to renew their User Agreement for the use of the Bungil Street Ovals. The current user agreement expires on 21 November 2020.*

**Resolution No. OM/10.2020/56**

Moved Cr McMullen

Seconded Cr Guthrie

**That Council:**

1. Enter into an agreement with Roma & District Little Athletics for a five (5) year term for the use of the Bungil Street Ovals, expiring on 21 November 2025.
2. Authorise the Chief Executive Officer (CEO), or delegate, to execute the agreement and any other associated documentation.

CARRIED

9/0

Responsible Officer

Facility Lease Management & Housing Officer / Team Coordinator

Item Number: 5.8 File Number: D20/99251

SUBJECT HEADING: MARANOA ONLINE MAPPING SERVICE

Author and Officer's Title: Manager - Planning & Building Development

**Executive Summary:**

*Through Council's successful application to Round 2 of the State Government's Innovation and Improvement Fund it has been possible to develop Council's online services and resources, and create an interactive mapping tool for the community.*

*As this project is nearing completion, Council was asked to endorse the launch of the new mapping tool and release Council's mapping data to the community on the Maranoa Regional Council website.*

**Resolution No. OM/10.2020/57**

Moved Cr Hancock

Seconded Cr Edwards

**That Council:**

1. Acknowledge the State Government's contribution to the project through Round 2 of the Innovation and Improvement Fund.
2. Authorise the public release of the datasets identified in Attachment 1 to this report.
3. Launch the Online Mapping Service to the public via the Maranoa Regional Council website on 2 November 2020, subject to State approval of Council's media statement relating to the project.

CARRIED

9/0

Responsible Officer

Manager - Planning & Building Development

Item Number:

5.9

File Number: D20/99252

SUBJECT HEADING:

REQUEST FOR USE OF LAND FOR A PROPOSED  
EXHIBITION / COMPETITION 'SCULPTURES OUT BACK'

Officer's Title:

Specialist - Arts & Culture  
Project Officer  
Regional Events Attraction / Local Development

**Executive Summary:**

*Council received a proposal from Ian Galloway from the Roma on Balonne Gallery, to create an annual outdoor exhibition of sculptures adjacent the Warrego Highway from Explorers Inn to the Big Rig Visitor Information Centre. The proposed exhibition will be held from May to September 2021. This exhibition will be promoted as "Sculptures Out Back".*

**Resolution No. OM/10.2020/58**

Moved Cr O'Neil

Seconded Cr Taylor

That Council:

1. Write to Roma on Bungil Committee to provide in principle support for this project and commend the committee on the foresight for such a plan.
2. Approve of access to Lot 210 on WV1624 - R423 - Reserve for Park, to the Roma on Bungil Art Gallery for the purposes of an art exhibition, entitled "Sculptures Out Back" from the months of May through to September 2021 on the following conditions:
  - a) That all Main Roads approvals are obtained where applicable;
  - b) 2021 will be a pilot project and any subsequent exhibitions on the site will be subject to Council approval.
3. Provide assistance where appropriate to the organising committee.

*[Wording amended by Cr O'Neil following a request to confirm its in principle support for the project. Cr O'Neil indicated he was happy to accept the amendment (included as point 1), and a further suggestion from the Manager].*

CARRIED

9/0

Responsible Officer

Specialist - Arts & Culture

## DECLARATION OF CONFLICT OF INTEREST

Agenda item	Item description and key content	Councillor	Precis of personal interest
5.10	Bassett Park User Agreement – Maranoa Equestrian Association Inc	Mark Edwards	Cr Edwards' related party is a member of Maranoa Equestrian Association Inc.

Cr Edwards advised as follows:

*I, Councillor Mark Edwards, inform this meeting that I have a declarable conflict of interest in this matter (as defined in section 150EN of the Local Government Act 2009). This declarable conflict of interest arises because a person who is a related party of mine has an interest in this matter.*

*Particulars:*

- (i) Name of the related party is Dianne Edwards*
- (ii) The nature of my relationship with this related party is that she is my work colleague and ex-wife.*
- (iii) The nature of the related party's interests in this matter is that she is a member of the Maranoa Equestrian Association Inc.*

*I wish to participate in the decision in relation to this matter. I acknowledge that eligible Councillors must now determine, pursuant to section 150ES of the Local Government Act 2009, whether I:*

- May participate in the decision about the matter, including by voting on the matter; or*
- Must leave the meeting, including any area set aside for the public, and stay away from the meeting while the eligible Councillors discuss and vote on the matter.*

*Cr Hancock sought further clarification from Cr Edwards as to whether the related party was part of a business partnership. Cr Edwards confirmed that this was not the case, and that the party is a work colleague.*

### Resolution No. OM/10.2020/59

**Moved Cr Guthrie**

**Seconded Cr McMullen**

**That it is in the public interest that Cr Edwards participates and votes on the Agenda Item 5.10, because a reasonable person would trust that the final decision was made in the public interest.**

CARRIED

8/0

Cr Edwards did not vote on this motion as he was the declaring Councillor under consideration in this matter.

<b>Responsible Officer</b>	<b>Lead Officer – Elected Members &amp; Community Engagement</b>
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Item Number: 5.10 File Number: D20/99253

SUBJECT HEADING: BASSETT PARK USER AGREEMENT - MARANOA EQUESTRIAN ASSOCIATION INC

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

**Executive Summary:**

*Council was asked to consider entering into an agreement with the Maranoa Equestrian Association Incorporated in respect to their use of Bassett Park Roma.*

**Resolution No. OM/10.2020/60**

Moved Cr McMullen

Seconded Cr Golder

**That Council:**

1. Enter into an agreement with Maranoa Equestrian Association Incorporated for the group's use of Bassett Park for a period of (5) five years.
2. Agree to the Maranoa Equestrian Association Incorporated's request for Council to continue to waive the fees charged for the use of their respective areas at Bassett Park and assign the charges to Ongoing Assistance GL2887.2245.2001 for the term of this agreement.
3. Authorise the Chief Executive Officer (CEO), or delegate, to execute the agreement and any other associated documentation.

*[Wording amended by Cr McMullen following a request from the Mayor seeking to extend the term of the agreement to 5 years, rather than 3 years. Following clarification from the Manager, Cr McMullen confirmed he was happy to accept the amendment].*

CARRIED

9/0

**Section 150FA (2)(e) of the Local Government Act 2009**

*For a matter to which the prescribed conflict of interest or declarable conflict of interest relates - the name of each eligible councillor who voted on the matter, and how each eligible councillor voted.*

**Name of each eligible councillor who voted on the matter:**

Mayor Cr. Tyson Golder, Deputy Mayor Cr. Geoff McMullen, Cr. John Birkett, Cr. Mark Edwards, Cr. Julie Guthrie, Cr. Johanne Hancock, Cr. Wayne (George) Ladbrook, Cr. Cameron O'Neil, Cr. Wendy Taylor.

**How each eligible councillors voted:**

Each councillor voted in favour of the motion.

Responsible Officer	Facility Lease Management & Housing Officer / Team Coordinator
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## DECLARATION OF CONFLICT OF INTEREST

Agenda item	Item description and key content	Councillor	Precis of personal interest
5.11	Request for Fee Waiver – Roma Show Society	Wayne (George) Ladbrook	Cr Ladbrook's related party (spouse) is Vice President of the Roma Show Society.

Cr Ladbrook advised as follows:

I, Councillor George Ladbrook, inform this meeting that I have a declarable conflict of interest in this matter (as defined in section 150EN of the *Local Government Act 2009*).

This declarable conflict of interest arises because the person who is a related party of mine has an interest in this matter.

Particulars:

- (i) Name of the related party is Alannah Ladbrook.
- (ii) The nature of my relationship with this related party is she is my Spouse.
- (iii) The nature of the related party's interests in this matter is that Alannah is Vice President of the Roma Show Society.

I propose to leave and stay away from the place where the meeting is being held while this matter is discussed and voted on.

Cr Ladbrook left the meeting at 11.31am, taking no part in discussion or debate on the following matter.

**Item Number:** 5.11 **File Number:** D20/99254

**SUBJECT HEADING:** REQUEST FOR FEE WAIVER-ROMA SHOW SOCIETY

**Officer's Title:** Support Officer - Economic & Community Development

### **Executive Summary:**

*Council received a request from Roma Show Society requesting a fee waiver for the use of the upstairs bar area at Bassett Park on Saturday 20 March 2021.*

*Roma Show Society wish to host the Queensland Ag Shows Annual General Meeting which is expected to bring around 50 delegates and their families from around Queensland to the region.*

### **Resolution No. OM/10.2020/61**

**Moved Cr Hancock**

**Seconded Cr Birkett**

**That Council waive the hire fees for the upstairs bar area at Bassett Park for Saturday 20 March 2021 to be allocated from the Minor In-Kind Budget.**

CARRIED

8/0

### **Section 150FA (2)(e) of the Local Government Act 2009**

*For a matter to which the prescribed conflict of interest or declarable conflict of interest relates - the name of each eligible councillor who voted on the matter, and how each eligible councillor voted.*

#### **Name of each eligible councillor who voted on the matter:**

Mayor Cr. Tyson Golder, Deputy Mayor Cr. Geoff McMullen, Cr. John Birkett, Cr. Mark Edwards, Cr. Julie Guthrie, Cr. Johanne Hancock, Cr. Cameron O'Neil, Cr. Wendy Taylor.

**How each eligible councillors voted:**  
 Each councillor voted in favour of the motion.

<b>Responsible Officer</b>	<b>Support Officer - Economic &amp; Community Development</b>
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At cessation of discussion and debate on the abovementioned item, Cr. Ladbrook returned to the meeting at 11.34am.

**Item Number:** 8.1 **File Number:** D20/98262

**SUBJECT HEADING:** SOUTH WEST DRAG RACING ASSOCIATION INC - LEASE AGREEMENT

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

***Executive Summary:***

*Council considered an amended resolution from the Council meeting on 9 September 2020.*

**Resolution No. OM/10.2020/62**

**Moved Cr Taylor**

**Seconded Cr Birkett**

**That Council rescind (repeal) Resolution Number OM/09.2020/25 stating:**

**That Council:**

1. Commence preparation of the lease with South West Drag Racing Association Incorporated and Roma and District Motorcycle Club, in respect to the group's shared use of Lot 5 on RP910338 located at Kimbler Road Roma.
2. Authorise the Chief Executive Officer (CEO), or delegate, to execute the lease and any other associated documentation.

**And replace with the following motion:**

**That Council:**

1. Commence preparation of the lease with South West Drag Racing Association Incorporated and Roma and District Motorcycle Club, in respect to the group's shared use of Lot 5 on SP230317 located at Kimbler Road Roma.
2. Authorise the Chief Executive Officer (CEO), or delegate, to execute the lease and any other associated documentation.

**CARRIED**

**9/0**

<b>Responsible Officer</b>	<b>Facility Lease Management &amp; Housing Officer / Team Coordinator</b>
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## BUSINESS

### CORPORATE & COMMUNITY SERVICES

Item Number: 11.1

File Number: D20/87302

**SUBJECT HEADING:** ANNUAL REVIEW OF DELEGATION OF COUNCIL POWERS TO THE POSITION OF CHIEF EXECUTIVE OFFICER

**Officer's Title:** Governance Officer

#### **Executive Summary:**

Pursuant to section 257(4) of the Local Government Act 2009, Council's Delegations to the Chief Executive Officer are required to be reviewed annually. In addition to this annual review, delegations are reviewed and updated according to changes in State Government legislation as they occur throughout the year.

This report proposed to Council that the current delegation of Council powers under State Legislation and Local Laws to the position of Chief Executive Officer remain unchanged.

#### **Resolution No. OM/10.2020/63**

Moved Cr O'Neil

Seconded Cr McMullen

#### **That Council:**

1. Confirm the annual review of the delegations to the Chief Executive Officer pursuant to section 257(4) of the *Local Government Act 2009*.
2. Confirm that the current delegations (contained in Schedule 1 of the Instruments of Delegation attached to this officer's report) to the Chief Executive Officer for the following legislation and local laws will remain unchanged from this review.

Legislation / Local Law	Resolution Number and Date
<input type="checkbox"/> Aboriginal Cultural Heritage Act 2003	GM/01.2016/36 20 January 2016
<input type="checkbox"/> Animal Care and Protection Act 2001	GM/06.2016/39 22 June 2016
<input type="checkbox"/> Animal Management (Cats and Dogs) Act 2008	GM/11.2017/06 8 November 2017
<input type="checkbox"/> Biosecurity Act 2014	GM/12.2017/83 13 December 2017
<input type="checkbox"/> Biosecurity Regulation 2016	GM/06.2019/06 12 June 2019
<input type="checkbox"/> Body Corporate and Community Management (Accommodation Module) Regulation 2008	GM/06.2016/39 22 June 2016
<input type="checkbox"/> Body Corporate and Community Management (Commercial Module) Regulation 2008	GM/06.2016/39 22 June 2016
<input type="checkbox"/> Body Corporate and Community Management (Small Schemes Module) Regulation 2008	GM/06.2016/39 22 June 2016
<input type="checkbox"/> Body Corporate and Community Management (Standard Module) Regulation 2008	GM/06.2016/39 22 June 2016
<input type="checkbox"/> Body Corporate and Community Management Act 1997	GM/06.2016/39 22 June 2016
<input type="checkbox"/> Building Act 1975	GM/02.2018/51 28 February 2018

<input type="checkbox"/> Building Units and Group Titles Act 1980	GM/06.2016/39 22 June 2016
<input type="checkbox"/> Disaster Management Act 2003 (Qld) (DIMA)	OM/07.2020/07 8 July 2020
<input type="checkbox"/> Disaster Management Regulation 2014	GM/11.2016/36 20 January 2016
<input type="checkbox"/> Environmental Protection (Water) Policy Act 2009	GM/06.2016/39 22 June 2016
<input type="checkbox"/> Environmental Protection Act 1994	GM/02.2019/05 13 February 2019
<input type="checkbox"/> Environmental Protection Regulation 2019 (ENPR)	GM/12.2019/04 11 December 2019
<input type="checkbox"/> Fire and Emergency Services Act 1994	GM/07.2015/39 22 July 2015
<input type="checkbox"/> Food Act 2006	GM/01.2016/36 20 January 2016
<input type="checkbox"/> Food Production (Safety) Act 2000	GM/01.2016/36 20 January 2016
<input type="checkbox"/> Gas Supply Act 2003	GM/06.2016/39 22 June 2016
<input type="checkbox"/> Gas Supply Regulation 2007	GM/06.2016/39 22 June 2016
<input type="checkbox"/> Health (Drugs and Poisons) Regulation 1996	GM/12.2015/04 9 December 2015
<input type="checkbox"/> Housing Act 2003	GM/12.2014/09 10 December 2014
<input type="checkbox"/> Housing Regulation 2015	GM/06.2016/39 22 June 2016
<input type="checkbox"/> Information Privacy Act 2009	GM/07.2018/51 26 July 2018
<input type="checkbox"/> Land Act 1994 (Qld) (LANA)	OM/09.2020/59 23 September 2020
<input type="checkbox"/> Land Title Act 1994	GM/07.2018/50 26 July 2018
<input type="checkbox"/> Local Government Act 2009	GM/05.2019/34 22 May 2019
<input type="checkbox"/> Local Government Regulation 2012	GM/05.2019/36 22 May 2019
<input type="checkbox"/> Mineral Resources Act 1989 (MIRA)	OM/09.2020/60 23 September 2020
<input type="checkbox"/> Neighbourhood Disputes (Dividing Fences and Trees) Act 2011	GM/06.2016/39 22 June 2016
<input type="checkbox"/> Peaceful Assembly Act 1992	GM/06.2016/39 22 June 2016
<input type="checkbox"/> Planning Act 2016	GM/05.2019/33 22 May 2019
<input type="checkbox"/> Planning Act 2016 – Development Assessment Rules	GM/12.2017/82 13 December 2017
<input type="checkbox"/> Planning Regulation 2017	GM/05.2019/35 22 May 2019
<input type="checkbox"/> Plumbing and Drainage Act 2018	GM/07.2019/13 10 July 2019
<input type="checkbox"/> Plumbing and Drainage Regulation 2019	GM/07.2019/01 10 July 2019
<input type="checkbox"/> Prostitution Act 1999	GM/06.2016/39 22 June 2016
<input type="checkbox"/> Public Health (ICPAS) Act 2003	GM/01.2016/36 20 January 2016

<input type="checkbox"/> Public Health Act 2005	GM/06.2019/07 12 June 2019
<input type="checkbox"/> Public Health Regulation 2005	GM/06.2016/09 12 June 2019
<input type="checkbox"/> Public Records Act 2002	GM/11.2015/51 25 November 2015
<input type="checkbox"/> Queensland Heritage Act 1992	GM/06.2016/39 22 June 2016
<input type="checkbox"/> Residential Services (Accreditation) Act 2002	GM/06.2016/39 22 June 2016
<input type="checkbox"/> Residential Tenancies and Rooming Accommodation Act 2008	GM/01.2015/06 21 January 2015
<input type="checkbox"/> Residential Tenancies and Rooming Accommodation Regulation 2009	GM/06.2016/39 22 June 2016
<input type="checkbox"/> Right to Information Act 2009	GM/06.2019/89 26 June 2019
<input type="checkbox"/> State Penalties Enforcement Act 1999	GM/06.2019/90 26 June 2019
<input type="checkbox"/> Stock Act 1915	GM/01.2016/36 20 January 2016
<input type="checkbox"/> Stock Route Management Act 2002	GM/07.2018/52 26 July 2018
<input type="checkbox"/> Tattoo Industry Act 2013	GM/07.2018/06 11 July 2018
<input type="checkbox"/> Tobacco and Other Smoking Products Act 1998	GM/06.2016/39 22 June 2016
<input type="checkbox"/> Transport Operations (Road Use Management – Road Rules) Regulation 2009	GM/03.2015/04 11 March 2015
<input type="checkbox"/> Transport Operations (Road Use Management) Act 1995	GM.334.12 26 October 2012
<input type="checkbox"/> Transport Infrastructure Act 1994	GM.334.12 26 October 2012
<input type="checkbox"/> Waste Reduction and Recycling Act 2011	GM/07.2019/02 10 July 2019
<input type="checkbox"/> Waste Reduction and Recycling Regulation 2011	GM/07.2019/03 10 July 2019
<input type="checkbox"/> Water Act 2000	GM/06.2019/08 12 June 2019
<input type="checkbox"/> Water Regulation 2016	OM/07.2020/08 8 July 2020
<input type="checkbox"/> Water Supply (Safety and Reliability) Act 2008	GM/01.2018/05 24 January 2018
<input type="checkbox"/> Work Health and Safety Act 2011	GM/02.2018/49 28 February 2018
<input type="checkbox"/> Local Law No. 1 (Administration) 2011	GM/08.2014/46 27 August 2014
<input type="checkbox"/> Subordinate Local Law No.1.1 (Alteration or Improvement to Local Government Controlled Areas and Roads) 2011	GM/06.2016/39 22 June 2016
<input type="checkbox"/> Subordinate Local Law No. 1.12 (Operation of Temporary Entertainment Events) 2011	GM/01.2016/36 20 January 2016
<input type="checkbox"/> Subordinate Local Law No. 1.13 (Undertaking Regulated Activities regarding Human Remains) 2011	GM/01.2016/36 20 January 2016
<input type="checkbox"/> Subordinate Local Law No. 1.14 (Undertaking Regulated Activities on Local Government Controlled Areas and Roads) 2011	GM/01.2016/36 20 January 2016
<input type="checkbox"/> Subordinate Local Law No. 1.15 (Carrying Out Works on a Road or Interfering with a Road or its Operation) 2011	GM/01.2016/36 20 January 2016

<input type="checkbox"/> Subordinate Local Law No. 1.16 (Gates and Grids) 2011	GM/01.2016/36 20 January 2016
<input type="checkbox"/> Subordinate Local Law No. 1.17 (Sale or Consignment of Stock at a Saleyard) 2011	GM/10.2014/05 8 October 2014
<input type="checkbox"/> Subordinate Local Law No. 1.18 (Use of a Vehicle on an Airside Area) 2011	GM/09.2014/55 24 September 2014
<input type="checkbox"/> Subordinate Local Law No. 1.2 (Commercial Use of Local Government Controlled Areas and Roads) 2011	GM/06.2016/39 22 June 2016
<input type="checkbox"/> Subordinate Local Law No. 1.3 (Establishment or Occupation of a Temporary Home) 2011	GM/01.2016/36 20 January 2016
<input type="checkbox"/> Subordinate Local Law No. 1.4 (Installation of Advertising Devices) 2011	GM/01.2016/36 20 January 2016
<input type="checkbox"/> Subordinate Local Law No. 1.5 (Keeping of Animals) 2011	GM/12.2014/06 10 December 2014
<input type="checkbox"/> Subordinate Local Law No. 1.6 (Operation of Camping Grounds) 2011	GM/01.2016/36 20 January 2016
<input type="checkbox"/> Subordinate Local Law No. 1.8 (Operation of Caravan Parks) 2011	GM/01.2016/36 20 January 2016
<input type="checkbox"/> Subordinate Local Law No. 4 (Local Government Controlled Areas, Facilities and Roads) 2011	GM/01.2016/36 20 January 2016
<input type="checkbox"/> Local Law No. 2 (Animal Management) 2011	GM/12.2014/07 10 December 2014
<input type="checkbox"/> Local Law No. 4 (Local Government Controlled Areas, Facilities and Roads) 2011	GM/01.2016/36 20 January 2016
<input type="checkbox"/> Local Law No. 6 (Operation of Saleyards) 2011	GM/10.2014/04 8 October 2014
<input type="checkbox"/> Local Law No. 7 (Aerodromes) 2011	GM/09.2014/54 24 September 2014
CARRIED 9/0	

Responsible Officer	Governance Officer
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Item Number: 11.2 File Number: D20/97233

SUBJECT HEADING: 2019/20 ANNUAL FINANCIAL STATEMENTS

Officer's Title: Operations Manager - Finance

**Executive Summary:**

The Annual Financial Statements for the year ended 30 June 2020, including the General Purpose Financial Statements and Current Year Financial Sustainability Statement, were certified by the Queensland Audit Office on 9 October 2020 with an unmodified audit opinion 'clean bill of health' for the financial statements.

Resolution No. OM/10.2020/64	
Moved Cr Edwards	Seconded Cr Ladbrook
That Council receive and note the audited Annual Financial Statements for 2019/20.	
CARRIED 9/0	

Responsible Officer	Operations Manager - Finance
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Item Number: 11.3 File Number: D20/97252

SUBJECT HEADING: QUEENSLAND AUDIT OFFICE FINAL MANAGEMENT LETTER 2019/20

Councillor's Title: Mayor Golder

**Executive Summary:**

The 2019/20 financial audit was completed by the Queensland Audit Office (QAO) on 9 October 2020, with the certified Financial Statements forwarded to the Mayor on the same date. The Final Management Report for 2019/20 was received on 12 October 2020 and was presented to Council by the Mayor.

**Resolution No. OM/10.2020/65**

Moved Cr Golder

Seconded Cr Edwards

That pursuant to section 213(3) of the *Local Government Regulation 2012*, Council receive and note the Queensland Audit Office Final Management Report for 2019/20 as presented by the Mayor.

CARRIED

9/0

Item Number: 11.4 File Number: D20/98482

SUBJECT HEADING: INVESTMENT REGISTER AS AT 30 SEPTEMBER 2020

Officer's Title: Contractor - Finance Systems Support

**Executive Summary:**

The purpose of this report was to present to Council the Investment Report (including the Trading Limits report) as at 30 September 2020.

**Resolution No. OM/10.2020/66**

Moved Cr Hancock

Seconded Cr Taylor

That the Investment Report as at 30 September 2020 be received and noted.

CARRIED

9/0

Responsible Officer

Contractor - Finance Systems Support

Item Number: 11.5 File Number: D20/98526

SUBJECT HEADING: MONTHLY FINANCIAL REPORTS FOR THE PERIOD ENDING 30 SEPTEMBER 2020

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 September 2020 (including year to date).

**Resolution No. OM/10.2020/67**

**Moved Cr O'Neil**

**Seconded Cr Birkett**

**That the monthly financial report for the period ending 30 September 2020 be received and noted.**

**CARRIED**

**9/0**

**Responsible Officer**

**Contractor - Finance Systems Support**

#### **INFRASTRUCTURE SERVICES**

**Item Number:**

**12.1**

**File Number: D20/94518**

**SUBJECT HEADING:**

**FUTURE DROUGHT FUND: NATURAL RESOURCE  
MANAGEMENT DROUGHT RESILIENCE PROGRAM -  
GRANTS**

**Officer's Title:**

**Manager - Water, Sewerage & Gas  
Program Funding & Budget Coordinator**

#### **Executive Summary:**

*The Australian Government is inviting applications under the Future Drought Fund: Natural Resource Management Drought Resilience Program - Grants.*

*The program is focused on support for experimentation in natural resource management (NRM) practices, systems and approaches that go beyond current best practice. This aims to foster innovation and transformational change in the management of natural capital to deliver drought resilience in agricultural landscapes.*

**Resolution No. OM/10.2020/68**

**Moved Cr O'Neil**

**That it lay it on the table until the manager was present.**

**CARRIED**

**9/0**

**Responsible Officer**

**Lead Officer – Elected Members &  
Community Engagement**

**Item Number:**

**12.1**

**File Number: D20/94518**

**SUBJECT HEADING:**

**FUTURE DROUGHT FUND: NATURAL RESOURCE  
MANAGEMENT DROUGHT RESILIENCE PROGRAM -  
GRANTS**

**Officer's Title:**

**Manager - Water, Sewerage & Gas  
Program Funding & Budget Coordinator**

#### **Executive Summary:**

*The Australian Government is inviting applications under the Future Drought Fund: Natural Resource Management Drought Resilience Program - Grants.*

*The program is focused on support for experimentation in natural resource management (NRM) practices, systems and approaches that go beyond current best practice. This aims to foster innovation and transformational change in the management of natural capital to deliver drought resilience in agricultural landscapes.*

*This matter had been laid on the table to allow for the reporting officer to be present. With the officer in attendance, Council resumed its deliberations.*

**Resolution No. OM/10.2020/69**

**Moved Cr Golder**

**Seconded Cr Hancock**

**That Council not submit an application for funding under the Future Drought Fund: Natural Resource Management Drought Resilience Program - Grants.**

CARRIED

9/0

**Responsible Officer**

**Manager - Water, Sewerage & Gas**

**Item Number:**

**12.2**

**File Number: D20/97136**

**SUBJECT HEADING:**

**SURAT WATER STRATEGY**

**Officer's Title:**

**Manager - Water, Sewerage & Gas**

***Executive Summary:***

*A strategy has been prepared for Surat water to address the current issues, including lack of redundancy of supply, storage capacity, renewal burden and firefighting capacity.*

**Resolution No. OM/10.2020/70**

**Moved Cr Hancock**

**Seconded Cr Taylor**

**That Council:**

1. Note the contents of the report.
2. Release the 10 year water supply strategy for Surat via the 'Have Your Say' platform and promote it through Council's communication networks, with a paper copy made available for the community at the Surat Customer Service Centre.
3. Be provided a report inclusive of community feedback at a future meeting.

***[Wording amended by Cr Hancock following discussion to clarify communication of the strategy to community].***

CARRIED

9/0

**Responsible Officer**

**Manager - Water, Sewerage & Gas**

**Item Number:**

**12.3**

**File Number: D20/91661**

**SUBJECT HEADING:**

**ADDITION TO THE ROAD REGISTER - UNNAMED ROAD  
OFF BLUE HILLS ROAD**

**Officer's Title:**

**Deputy Director / Strategic Road Management  
Assets Officer - Transport Network**

***Executive Summary:***

*Council received a request to include an unnamed section of road off Blue Hills Road to Council's Road Register. The unnamed roadway provides direct and primary property access to five (5) individually owned lots and is currently not listed on Council's Road Register.*



*This report provided Council with the details of the request, the investigation completed by Council Officers and a recommendation for Council's consideration.*

**Resolution No. OM/10.2020/71**

**Moved Cr McMullen**

**Seconded Cr Golder**

**That Council:**

1. Endorse the addition of the unnamed section of road off Blue Hills Road onto Council's Road Register, with the classification of Rural Access – Primary B, and a length of 2.465 kilometres.
2. Name the section of unnamed roadway off Blue Hills Road, Latemores Road.

*[Wording amended by Cr McMullen following discussion confirming the policy framework for road naming. Subsequently Cr McMullen proposed a slight adjustment to the road name to that which was proposed in the recommendation].*

**CARRIED**

**9/0**

**Responsible Officer**

**Deputy Director / Strategic Road Management**

**DEVELOPMENT, FACILITIES & ENVIRONMENTAL SERVICES**

**Item Number:**

**13.1**

**File Number: D20/95817**

**SUBJECT HEADING:**

**SURAT POOL & WALLUMBILLA POOL - REQUEST FOR POOL CLOSURE**

**Officer's Title:**

**Support Officer - Facilities**

***Executive Summary:***

*Council received a request from the Manager of the Surat & Wallumbilla Swimming Pools seeking permission for closure of the facilities to the general public to hold Annual Swimming Carnivals and Swim Camp.*

**Resolution No. OM/10.2020/72**

**Moved Cr O'Neil**

**Seconded Cr Taylor**

**That Council:**

1. Approve the request to close the Surat Swimming Pool to the general public on 24, 25 and 26 November 2020 between the hours of 8.00am – 3.00pm for the Teelba State School Annual Swim Camp.
2. Approve the request to close the Surat Swimming Pool to the general public on 20 November 2020 between the hours of 8.00am – 3.00pm for the Surat State School Swimming Carnival.
3. Approve the request to close the Wallumbilla Swimming Pool to the general public on 28 November 2020 between the hours on 8.00am – 1.30pm for the Wallumbilla Swimming Club Carnival.
4. Advise the community of these closures through a notice at the pool and a media release.

*[Wording amended by Cr O'Neil following discussion in regard to hours of operation and the current lease agreement].*



CARRIED

9/0

**Responsible Officer**

**Support Officer - Facilities**

Councillors Birkett and Ladbrook left the meeting at 12.01pm.

#### DECLARATION OF CONFLICT OF INTEREST

Agenda item	Item description and key content	Councillor	Precis of personal interest
13.2	Survey Costs – Conversion of Tenure – Lot 29 on WT342	Julie Guthrie	Cr Guthrie lives on Komine East Road and Lot 29 on WT342 is owned by her neighbours.

Cr Guthrie advised as follows:

I, Councillor Julie Guthrie, inform this meeting that I have a declarable conflict of interest in this matter (as defined in section 150EN of the *Local Government Act 2009*). The nature of my interest is that I live on Komine East Road and Lot 29 on WT342 is owned by my neighbours.

I wish to participate in the decision in relation to this matter. I acknowledge that eligible Councillors must now determine, pursuant to section 150ES of the *Local Government Act 2009*, whether I:

- May participate in the decision about the matter, including by voting on the matter; or
- Must leave the meeting, including any area set aside for the public, and stay away from the meeting while the eligible councillors discuss and vote on the matter.

#### Resolution No. OM/10.2020/73

**Moved Cr Taylor**

**Seconded Cr McMullen**

**That it is in the public interest that Cr Guthrie participates and votes on the Agenda Item 13.2, because a reasonable person would trust that the final decision was made in the public interest.**

CARRIED

6/0

Cr Guthrie did not vote on this motion as she was the declaring Councillor under consideration in this matter.

**Responsible Officer**

**Lead Officer – Elected Members and Community Engagement**

Councillors Birkett and Ladbrook returned to the meeting at 12.03pm.

**Item Number:**

**13.2**

**File Number: D20/95828**

**SUBJECT HEADING:**

**SURVEY COSTS - CONVERSION OF TENURE - LOT 29 ON WT342**

**Officer's Title:**

**Administration Officer - Land Administration**

#### **Executive Summary:**

*At its meeting held on 8 August 2018, Council considered an application for conversion of GHPL 36/8007 over Lot 29 on WT342 to freehold tenure. Council subsequently agreed to offer no objection to the proposal and agreed to contribute towards costs associated with the survey required to establish the boundaries of the land parcels in order to protect Council infrastructure located on the land (Resolution No. GM/08.2018/36).*

The landholders have now supplied Council with a tax invoice showing apportionment of costs in relation to survey fees.

**Resolution No. OM/10.2020/74**

**Moved Cr McMullen**

**Seconded Cr Edwards**

That in accordance with Council Resolution No. GM/08.2018/36, Council reimburse the landholder \$18,400 plus GST for costs associated with completing survey works to establish road reserves to encase existing roads within Lot 29 on WT342.

CARRIED

9/0

**Section 150FA (2)(e) of the Local Government Act 2009**

*For a matter to which the prescribed conflict of interest or declarable conflict of interest relates - the name of each eligible councillor who voted on the matter, and how each eligible councillor voted.*

**Name of each eligible councillor who voted on the matter:**

Mayor Cr. Tyson Golder, Deputy Mayor Cr. Geoff McMullen, Cr. John Birkett, Cr. Mark Edwards, Cr. Julie Guthrie, Cr. Johanne Hancock, Cr. Wayne (George) Ladbrook, Cr. Cameron O'Neil, Cr. Wendy Taylor

**How each eligible councillors voted:**

Each councillor voted in favour of the motion.

**Responsible Officer**

**Administration Officer - Land Administration**

**Item Number:**

**13.3**

**File Number: D20/96569**

**SUBJECT HEADING:**

**MEMORANDUM OF UNDERSTANDING - GIVIT AND MARANOA REGIONAL COUNCIL**

**Officer's Title:**

**Associate to the Director / Directorate Budget & Emergency Management Coordination**

**Executive Summary:**

Council has a current Memorandum of Understanding with GIVIT that is due to expire in October 2020. A three-year draft Memorandum of Understanding for the period October 2020 to October 2023 has been written for Council's consideration.

GIVIT offers all Queensland Local Governments a free Disaster Recovery Service that supports charities, frontline services, agencies and governments by coordinating the deluge of donations that commonly occurs post-disaster and ensures offers of good quality goods and services are allocated to meet specific needs.

**Resolution No. OM/10.2020/75**

**Moved Cr Ladbrook**

**Seconded Cr Guthrie**

That Council authorise the Chief Executive Officer (CEO) or delegate to enter into a Memorandum of Understanding with GIVIT for the purpose of assisting Council and the community during the recovery phase of a disaster within the region.

CARRIED

9/0

**Responsible Officer**

**Associate to the Director / Directorate Budget & Emergency Management Coordination**

**Item Number:** 13.4 **File Number:** D20/91995  
**SUBJECT HEADING:** DISPOSAL OF 25,000 LITRE WATER TANKS - INJUNE  
**Officer's Title:** Council Buildings & Structures Maintenance Officer / Team Coordination

**Executive Summary:**

*This report was tabled to seek Council's approval to dispose of two 25,000 litre water tanks that were transferred to Council at the end of the most current lease of the Injune Caravan Park.*

**Resolution No. OM/10.2020/76**

**Moved Cr McMullen**

**Seconded Cr O'Neil**

**That Council:**

1. Decline the disposal of the two (2) 25,000L water tanks to the Injune Golf Club Inc. for use at the Injune Golf Club.
2. Call an Expression of Interest for the disposal of the water tanks with only not for profit community groups and clubs being invited to submit offers.

CARRIED

9/0

**Responsible Officer**

**Council Buildings & Structures Maintenance Officer / Team Coordination**

**Item Number:** 13.5 **File Number:** D20/98155  
**SUBJECT HEADING:** FUNDING APPLICATION FOR MITCHELL AERODROME APRON AND TAXIWAY PROJECT  
**Officer's Title:** Manager - Airports (Roma, Injune, Surat, Mitchell)

**Executive Summary:**

*Council is eligible to apply for funding under the Federal Government's Remote Airstrip Upgrade Program (RAUP). It was recommended that Council apply for repair works at Mitchell Aerodrome.*

**Resolution No. OM/10.2020/77**

**Moved Cr O'Neil**

**Seconded Cr Birkett**

**That Council:**

1. Submit an application for works on Mitchell aerodrome under the Federal Government's Remote Airstrip Upgrade Program (RAUP).
2. Commit to providing appropriate co-contributions to deliver the project within 14 months of funding being approved.
3. Commit to the management and costs associated with the ongoing operation and maintenance of the infrastructure for any successful project/s.
4. Authorise the Chief Executive Officer (CEO) or delegate to sign the funding agreement with the Department of Industry, Science, Energy and Resources if the application is successful.

CARRIED

9/0

**Responsible Officer**

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

Item Number: 13.6 File Number: D20/98169

**SUBJECT HEADING:** MITCHELL ON MARANOA GALLERY USER AGREEMENT  
- BOORINGA ACTION GROUP (SUB COMMITTEE)  
FRIENDS OF THE GALLERY COMMITTEE

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

**Executive Summary:**

*Booringa Action Group has advised Council that they wish to renew their User Agreement for the use of the Mitchell on Maranoa Gallery. The current user agreement expires on 21 November 2020.*

**Resolution No. OM/10.2020/78**

**Moved Cr Edwards**

**Seconded Cr Birkett**

**That Council:**

1. Enter into an agreement with Booringa Action Group (Sub Committee) Friends of the Gallery Committee for a five (5) year term for the use of the Mitchell on Maranoa Gallery, expiring on 21 November 2025.
2. Authorise the Chief Executive Officer (CEO), or delegate, to execute the agreement and any other associated documentation.

CARRIED

9/0

**Responsible Officer**

**Facility Lease Management & Housing Officer / Team Coordinator**

**DECLARATION OF CONFLICT OF INTEREST**

Agenda item	Item description and key content	Councillor	Precis of personal interest
13.7	Country Universities Centre Maranoa	Cameron O'Neil	Cr O'Neil is the Chair and non Executive Director of Country Universities Centre Maranoa

Cr O'Neil advised as follows:

*I, Cr Cameron O'Neil, inform the meeting that I have a prescribed conflict of interest in this matter (13.7) (as defined in section 150EI of the Local Government Act 2009). The nature of my prescribed interest in the matter arises because I am the Chair and non-Executive Director of Country Universities Centre Maranoa [Limited] and their interest in the matter is that they have written to Council seeking support. As a result of my conflict of interest I will deal with this matter by leaving the room while the matter is considered and voted on.*

Cr O'Neil left the meeting at 12.15pm, taking no part in discussion or debate on the following item.

**Item Number:** 13.7

**File Number:** D20/98400

**SUBJECT HEADING:** COUNTRY UNIVERSITIES CENTRE MARANOA

**Officer's Title:** Manager - Economic & Community Development

**Executive Summary:**

*CUC Maranoa Ltd are about to appoint a Manager who will need a temporary lockable workspace for approximately 4 months, during which negotiations for permanent tenure in prospective premises is finalised. CUC Maranoa has approached Council requesting consideration of a fee waiver for the rent of an office in the Community Hub.*

**Resolution No. OM/10.2020/79**

**Moved Cr McMullen**

**Seconded Cr Golder**

**That Council:**

1. **Acknowledge Country Universities Centre Maranoa Limited's request to tenant a lockable office within the Roma Community Hub.**
2. **Enter into a Serviced Office Agreement for a period of 4 months commencing 1 November 2020 and expiring 28 February 2021.**
3. **Approve a fee waiver for the monthly rent of \$550 (GST inclusive) for the term of this agreement. Costs to be allocated to Work Order 02887.2247 In-kind Assistance Major.**
4. **Authorise the Chief Executive Office (CEO), or delegate, to execute the lease and any other associated documentation.**
5. **Make representation to the Queensland Premier highlighting the need for securing a space to accommodate the Country Universities Centre Maranoa Limited.**

*[Wording amended by Cr McMullen following a request from Mayor Golder to include point 4 of the motion, which Cr McMullen confirmed he was happy to accept].*

**CARRIED**

**8/0**

**Section 150FA (2)(e) of the Local Government Act 2009**

*For a matter to which the prescribed conflict of interest or declarable conflict of interest relates - the name of each eligible councillor who voted on the matter, and how each eligible councillor voted.*

**Name of each eligible councillor who voted on the matter:**

Mayor Cr. Tyson Golder, Deputy Mayor Cr. Geoff McMullen, Cr. John Birkett, Cr. Mark Edwards, Cr. Julie Guthrie, Cr. Johanne Hancock, Cr. Wayne (George) Ladbrook, Cr. Wendy Taylor.

**How each eligible councillors voted:**

Each councillor voted in favour of the motion.

<b>Responsible Officer</b>	<b>Manager - Economic &amp; Community Development</b>
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At cessation of discussion and debate on the abovementioned item, Cr O'Neil returned to the meeting at 12.25pm.

**Item Number:** 13.8

**File Number:** D20/98771

**SUBJECT HEADING:** HOUSING AVAILABILITY IN MITCHELL

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

***Executive Summary:***

*There is an emerging issue in Mitchell and other locations in the Maranoa Region where existing and prospective residents are unable to secure rental accommodation in town. The State Department of Housing and Public Works has a number of vacant housing properties within the Maranoa Region.*

**Resolution No. OM/10.2020/80**

**Moved Cr Birkett**

**Seconded Cr Golder**

**That Council:**

1. **Write to the Department of Housing and Public Works in regard to vacant state owned housing properties:**
  - in Mitchell where the matter was originally raised; and
  - in other towns within the Maranoa Region.
2. **Advise the Department of demand for rental accommodation in Mitchell (and other locations within the region) and request that the Department allocate funding to repair and refurbish housing that it has deemed unlettable due to property condition.**
3. **Request that the Department of Housing and Public Works and its property agents Horizon Housing consider streamlining their tenancy application process and recognise the need for emergency housing to be available to meet the needs of the Mitchell community (and other locations within the region).**
4. **Investigate other potential opportunities to make more housing stock available across the region.**

***[Wording amended by Cr Birkett following further discussion with Councillors highlighting that other locations across the region were also currently suffering from a shortage of available housing].***

**CARRIED**

**9/0**

**Responsible Officer**

**Manager - Facilities (Land, Buildings & Structures)**

Cr McMullen left the meeting at 2.54pm and returned at 12.56pm.  
 Cr Ladbrook left the meeting at 12.56pm, and returned at 12.58pm.  
 Cr Hancock left the meeting at 1.00pm, and returned at 1.02pm.

During Council's deliberations in relation to this agenda item, Cr. McMullen queried (Section 150EW) whether there may be a potential declarable conflict of interest for Cr Birkett with the planned changes that originated as a Mitchell landfill issue. This was in the context of Cr Birkett's personal plumbing business and the benefits that may accrue from changes in how construction waste is handled at the Mitchell facility.

## DECLARATION OF CONFLICT OF INTEREST

Agenda item	Item description and key content	Councillor	Precis of personal interest
13.9	Acceptance of Construction and Demolition Waste at Unmanned Waste Facilities	John Birkett	Cr Birkett could potentially unload commercial waste at the Mitchell Waste Facility as part of his personal plumbing business and benefit from proposed changes to arrangements.

Whilst it was recognised that Council was now expanding communications and arrangements at other unmanned waste facilities, it was determined by those present that it would be best to declare a conflict of interest given this item related to construction and demolition waste (also applicable to tradespeople). Cr Birkett then advised as follows:

I, Councillor John Birkett, inform this meeting that I have a declarable conflict of interest (item 13.9 – Acceptance of Construction and Demolition Waste at Unmanned Waste Facilities (as defined in section 150EN of the *Local Government Act 2009*) because a reasonable person may have a perception of bias because I own a plumbing business that potentially could be unloading/leaving commercial waste at the Mitchell dump.

I propose to now leave the place where the meeting is being held while this matter is discussed and voted on.

Cr Birkett left the meeting at 1.03pm, taking no part in the remaining discussion or debate on the following item.

**Item Number:** 13.9 **File Number:** D20/96401

**SUBJECT HEADING:** **ACCEPTANCE OF CONSTRUCTION AND DEMOLITION WASTE AT UNMANNED WASTE FACILITIES**

**Location:** Mitchell, Wallumbilla, Yuleba, Surat and Injune

**Officer's Title:** **Manager - Environment, Health, Waste & Rural Land Services**

### **Executive Summary:**

*Delivery of construction waste to un-manned waste facilities under Council's jurisdiction has a number of legislative requirements that Council must include in its operational process as well as monthly reporting to Department of Environment and Science.*

**Resolution No. OM/10.2020/81**

**Moved Cr Golder**

**Seconded Cr McMullen**

**That Council:**

1. Request any person wishing to dispose of construction waste at any of the unmanned sites (Yuleba, Wallumbilla, Injune, Mitchell & Surat) to make an appointment through their local Council office, so an authorised person can attend and provide direction and undertake all recording in accordance with legislative requirements.
2. Consider installation of a weighbridge at the Mitchell Waste Facility as part of the 2021/22 budget deliberations.
3. Update the Mitchell Waste Transfer Facility pamphlet.



**4. Distribute an update through / to:**

- Local customer service offices;
- Local development officer contact lists;
- Builders and those on Council's registers of pre-qualified suppliers;
- The broader community within the Maranoa via a media release and as an insert with the next half yearly rate notices.

*[Wording amended by Cr Golder following discussion with Councillors and officers].*

CARRIED

8/0

**Section 150FA (2)(e) of the Local Government Act 2009**

*For a matter to which the prescribed conflict of interest or declarable conflict of interest relates - the name of each eligible councillor who voted on the matter, and how each eligible councillor voted.*

**Name of each eligible councillor who voted on the matter:**

Mayor Cr. Tyson Golder, Deputy Mayor Cr. Geoff McMullen, Cr. Mark Edwards, Cr. Julie Guthrie, Cr. Johanne Hancock, Cr. Wayne (George) Ladbrook, Cr. Cameron O'Neil, Cr. Wendy Taylor.

**How each eligible councillors voted:**

Each councillor voted in favour of the motion.

<b>Responsible Officer</b>	<b>Manager - Environment, Health, Waste &amp; Rural Land Services</b>
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**COUNCIL ADJOURNED THE MEETING**  
 FOR LUNCH AT 1.08PM

Cr Birkett returned to the meeting at conclusion of consideration of Item 13.9 during adjournment.

**SUBJECT HEADING: RESUMPTION OF STANDING ORDERS**  
 COUNCIL RESUMED THE MEETING AT 3.02PM

**COUNCILLOR BUSINESS**

**Item Number:** 14.1 **File Number:** D20/98596

**SUBJECT HEADING:** RATES CONCESSIONS – LOSS OF LOVED ONE

**Councillor's Title:** Cr. Tyson Golder

**Executive Summary:**

*This report was presented to Council, seeking to explore further options of rate concessions for residents who are experiencing the loss of a loved one.*

**Resolution No. OM/10.2020/82**

**Moved Cr Golder**

**Seconded Cr Edwards**

**That a report be prepared for an upcoming Council meeting.**

CARRIED

9/0

<b>Responsible Officer</b>	<b>Director Corporate &amp; Community Services</b>
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Item Number: 14.2 File Number: D20/99212

SUBJECT HEADING: SAVING OF THE BUILDING AT THE ROMA HOSPITAL

Councillor's Title: Cr. Tyson Golder

**Executive Summary:**

Mayor Golder requested Council consider relocating the historic timber building which was the former engineers' office in the old board room at the Roma Hospital.

Moved Cr Golder

Seconded Cr Ladbrook

That a report be prepared for an upcoming Council meeting, and in the interim write to the South West Hospital [& Health Service] Board asking them not to enact demolition of the identified building.

*[Wording amended by Cr Golder from his original motion following a suggestion from Cr O'Neil and discussion with those present].*

NO VOTE TAKEN

Resolution No. OM/10.2020/83

Moved Cr Golder

That the matter lay on the table until later in the meeting.

CARRIED

9/0

Responsible Officer

Lead Officer – Elected Members & Community Engagement

The Chief Executive Officer left the meeting at 3.15pm, and returned at 3.19pm.  
 The Chief Executive Officer left at 3.20pm, and returned at 3.21pm.

Item Number: 14.3 File Number: D20/99262

SUBJECT HEADING: COUNCIL OWNED PRIVATE LABEL MEAT WORKS

Councillor's Title: Cr. Tyson Golder

**Executive Summary:**

Mayor Golder requested that Council consider undertaking community consultation for a Council owned private labelled meat works in the Maranoa.

Resolution No. OM/10.2020/84

Moved Cr Golder

Seconded Cr McMullen

That a report be prepared for an upcoming Council meeting.

CARRIED

6/3

Cr. 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. Birkett	Cr. Hancock
Cr. Edwards	Cr. O'Neil
Cr. Golder	Cr. Taylor
Cr. Guthrie	
Cr. Ladbroke	
Cr. McMullen	

Responsible Officer	Manager – Economic & Community Development
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#### LATE ITEMS

Item Number: L.1 File Number: D20/94289

SUBJECT HEADING: COUNCIL MEETING SCHEDULE

Officer's Title: Lead Officer - Elected Members & Community Engagement

#### Executive Summary:

This report sought Council's approval for proposed amendments to the remainder of the 2020 Council Meeting Schedule, and requested direction in setting of the 2021 Council Meeting Schedule.

Resolution No. OM/10.2020/85

Moved Cr O'Neil

Seconded Cr McMullen

That Council:

1. Approve the remaining ordinary meeting schedule for 2020, noting removal of the ordinary meeting scheduled for 23 December 2020 as follows:

November	OM19-11.11.20 Wednesday	Ordinary	Surat Shire Hall COVID-19 restrictions in place	6.30pm
	OM20-25.11.20 Wednesday	Ordinary	Roma (Ernest Brock Room) COVID-19 restrictions in place	9am
December	OM21-09.12.20 Wednesday	Ordinary	Yuleba Memorial Hall COVID-19 restrictions in place	12pm

2. Approve the initial ordinary meeting schedule for January – March 2021 as follows:

January	OM01-27.01.21 Wednesday	Ordinary	Roma (Ernest Brock Room) COVID-19 restrictions in place	9am
February	OM02-10.02.21 Wednesday	Ordinary	Injune Memorial Hall COVID-19 restrictions in place	12pm
	OM03-24.02.21 Wednesday	Ordinary	Roma (Ernest Brock Room) COVID-19 restrictions in place	9am
March	OM04-10.03.21 Wednesday	Ordinary	Roma (Ernest Brock Room) COVID-19 restrictions in place	9am

	OM05-24.03.21 Wednesday	Ordinary	Roma (Ernest Brock Room) COVID-19 restrictions in place	9am
<b>3. Consider the outcome of the trial once concluded in February 2021 and review the ordinary meeting schedule for the remainder of 2021 (April – December).</b>				
CARRIED				9/0

Responsible Officer	Lead Officer - Elected Members & Community Engagement
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Item Number: L.2 File Number: D20/98184

SUBJECT HEADING: REQUEST FOR REDUCED TRADING TERMS – CREDITOR 15401

Officer's Title: Manager - Procurement & Plant

**Executive Summary:**

Council has received correspondence from a supplier, requesting a reduction in trading terms. This request was tabled for Council's consideration.

**Resolution No. OM/10.2020/86**

Moved Cr McMullen

Seconded Cr Guthrie

That Council approve the reduction in trading terms as requested by creditor 15401 as detailed below:

- Fourteen (14) days from date of invoice or from receipt of invoice (whichever is the later) for invoices issued after Council has received the completed services or invoices issued while the services are still in progress.

CARRIED

9/0

Responsible Officer	Manager - Procurement & Plant
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Item Number: L.3 File Number: D20/101121

SUBJECT HEADING: TENDER 21006 APPROVED CONTRACTOR LIST FOR REAL ESTATE & VALUATION SERVICES

Officer's Title: Manager - Procurement & Plant

**Executive Summary:**

This report sought Council's approval to establish supplier arrangements for an Approved Contractor List of Suppliers for Valuation Services.

The evaluation panel assessed the submissions and the report was tabled for Council's consideration.

**Resolution No. OM/10.2020/87**

Moved Cr Golder

Seconded Cr Guthrie

That Council:

- Approve the formation of an Approved Contractor List for Valuation Services.

**2. Include the suppliers below in the Approved Contractor List:**

- ☐ 3D Property Consulting
- ☐ Acumentis
- ☐ CIVIS (Qld) Pty Ltd T/A Colliers International
- ☐ Fraser Valuers
- ☐ Price Waterhouse Coopers

**3. Approve the Approved Contractor List until October 2024, with a refresh opportunity every twelve (12) months.**

**4. Authorise the Chief Executive Officer (or delegate) to enter into a Deed of Agreement with the selected suppliers formalising the terms and conditions detailed in the draft agreement.**

CARRIED

9/0

<b>Responsible Officer</b>	<b>Manager - Procurement &amp; Plant</b>
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**Item Number:**

**L.4**

**File Number: D20/94835**

**SUBJECT HEADING:**

**REQUEST FOR REDUCED TRADING TERMS – CREDITOR 12817.01.**

**Officer's Title:**

**Lead Accounts Processing Officer / System Administrator**

***Executive Summary:***

*Council received correspondence from a supplier requesting a reduction in trading terms from 28 days to 7 days.*

**Resolution No. OM/10.2020/88**

**Moved Cr Hancock**

**Seconded Cr Ladbrook**

**That Council approve the request in trading terms from twenty-eight (28) days to fourteen (14) days for any invoices submitted by creditor 12817.01.**

CARRIED

9/0

<b>Responsible Officer</b>	<b>Lead Accounts Processing Officer / System Administrator</b>
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**Item Number:**

**L.5**

**File Number: D20/95878**

**SUBJECT HEADING:**

**BIGGER BIG RIG INTERPRETIVE DESIGN DEVELOPMENT - PROJECT WORKING GROUP**

**Officer's Title:**

**Deputy Director / Strategic Road Management  
Project Officer - Program & Contract Management**

***Executive Summary:***

*The purpose of this report was to table, for Council's consideration, the establishment of a Project Working Group. It would be the intent that this group collaboratively works with Council's Project Management Team and the successful tenderer of the Bigger Big Rig Interpretive Design Tender (Tender 21008) on the interpretive content and design concepts for approval by Council at each stage.*

**Resolution No. OM/10.2020/89**

**Moved Cr O'Neil**

**Seconded Cr Taylor**

**That Council:**

1. Approve in principle the temporary Bigger Big Rig Interpretive Design Development - Project Working Group, with the membership arrangements as follows:
  - Historical (oil and gas) Representative
  - Tourism Representative
  - Environmental Representative
  - Business Representative
  - Indigenous Representative
  - Historical Representative (Big Rig Site/Museum)
  - Industry Representative
  - Councillor Representative (Chair)
  - Council Representative - Regional Tourism Development Coordinator
  - Council Representative - Manager Economic & Community Development
  - Council Representative - Project Superintendent (Attendee only)
  - Council Representative - Project Manager (Attendee only)
2. Invite representatives as outlined in the report; with an update to a future meeting to confirm the membership of the Project Working Group.
3. Note the Terms of Reference, with the formal adoption to occur as part of the subsequent report to Council on this topic.
4. Acknowledge that during the concept and design development stage, additional stakeholders (individuals, industry representatives, and local tourism & historical/heritage organisations) may be approached to provide local tourism content and/or artefacts that may feature on the project.
5. Endorse Cr Johanne Hancock as Councillor Representative and Chair of that working group.

CARRIED

5/4

Cr. Golder called for a division of the vote.

The outcomes were recorded as follows:

<b>Those in Favour of the Motion</b>	<b>Those Against the Motion</b>
Cr. Birkett	Cr. Edwards
Cr. Hancock	Cr. Golder
Cr. McMullen	Cr. Guthrie
Cr. O'Neil	Cr. Ladbrook
Cr. Taylor	

**Responsible Officer**

**Deputy Director / Strategic Road Management**

## DECLARATION OF CONFLICT OF INTEREST

Agenda item	Item description and key content	Councillor	Precis of personal interest
L.6	Request for Fee Waiver – Sheehan Events	Tyson Golder	A representative of Sheehan Events may have purchased, or will purchase items from Mayor Golder's personal business for this event.

Cr. McMullen enquired regarding the Mayor having a potential conflict in Item L.6, as a result of Cr McMullen having had prior discussions with the applicant regarding a representative of Sheehan events purchasing goods from the Mayor's business (Golders), and to his knowledge for this particular event.

Following discussions exploring this conflict, Mayor Golder advised as follows:

*I, Cr Tyson Golder, inform the meeting that I have a prescribed conflict of interest as a result of this proponent in L.6 – Request for Fee Waiver – Sheehan Events, purchasing goods from my business [Golders] or [purchasing goods] for this event or whatever, and as a result of my conflict of interest I will now leave the meeting while the matter is considered and voted on.*

Mayor Golder left the meeting at 3.53pm, taking no part in consideration of or voting on the following item. The Deputy Mayor took the role of 'Acting Chair' in the Mayor's absence.

**Item Number:**

**L.6**

**File Number: D20/99400**

**SUBJECT HEADING:**

**REQUEST FOR FEE WAIVER - SHEEHAN EVENTS**

**Officer's Title:**

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

### ***Executive Summary:***

*Council has received correspondence from Sheehan Events requesting a fee waiver for passenger and landing fees at Roma Airport.*

*Sheehan Events are planning on chartering an aircraft for the 2021 Roma Rugby Races, with up to 80 persons attending the event for the weekend.*

### **Resolution No. OM/10.2020/90**

**Moved Cr O'Neil**

**That this matter lays on the table until a future meeting.**

***[Cr O'Neil foreshadowed his request for additional information on the matter, specifically the last two (2) resolutions pertaining to Sheehan Events, and further that the decisions the previous Council made surrounding this event be made available to all Councillors].***

**CARRIED**

**7/1**

### **Section 150FA (2)(e) of the Local Government Act 2009**

*For a matter to which the prescribed conflict of interest or declarable conflict of interest relates - the name of each eligible councillor who voted on the matter, and how each eligible councillor voted.*

#### **Name of each eligible councillor who voted on the matter:**

Deputy Mayor Cr. Geoff McMullen, Cr. John Birkett, Cr. Mark Edwards, Cr. Julie Guthrie, Cr. Johanne Hancock, Cr. Wayne (George) Ladbrook, Cr. Cameron O'Neil, Cr. Wendy Taylor.

**How each eligible councillors voted:**
In favour of the motion:

Cr. John Birkett, Cr. Mark Edwards, Cr. Julie Guthrie, Cr. Johanne Hancock, Cr. Wayne (George) Ladbrook, Cr. Cameron O'Neil, Cr. Wendy Taylor.

Against the motion:

Deputy Mayor Cr. Geoff McMullen.

<b>Responsible Officer</b>	<b>Manager - Airports (Roma, Injune, Surat, Mitchell)</b>
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At cessation of discussion and debate on the abovementioned item, Mayor Golder returned to the meeting at 3.56pm.

**Item Number:** L.7 **File Number:** D20/100326

**SUBJECT HEADING:** AUSTRALIA DAY AMBASSADOR PROGRAM

**Officer's Title:** Local Development Officer - Surat

**Executive Summary:**

*The Australia Day Ambassador Program sends high achieving Australians to local Australia Day celebrations in cities, and regional and remote areas across the nation. Each year, on the 26 January, the towns in the Maranoa Regional Council area organise Australia Day Awards & Celebrations for their communities.*

*The inclusion of the Australia Day Ambassador Program in these celebrations will enhance these celebrations.*

**Resolution No. OM/10.2020/91**

**Moved Cr O'Neil**

**Seconded Cr Hancock**

**That Council approve the inclusion of the Australia Day Ambassador Program as part of the Australia Day Awards & Celebrations for 2021.**

CARRIED

9/0

<b>Responsible Officer</b>	<b>Local Development Officer - Surat</b>
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**Item Number:** L.8 **File Number:** D20/100425

**SUBJECT HEADING:** ROMA DENISE SPENCER POOL TENDER

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

**Executive Summary:**

*At the Council meeting held on 14 October 2020, Council resolved to undertake a number of actions prior to the release of the invitation to tender to manage the Denise Spencer Pool Roma.*

**Resolution No. OM/10.2020/92**

**Moved Cr Golder**

**Seconded Cr McMullen**

**That Council:**

1. Proceed with community consultation in regard to whether respondents would increase their usage of regional pools if pool entry was free, and if so would respondents spend more at the kiosks.



2. Consider findings from this community consultation in a future report to an Ordinary meeting, along with the outcomes of the Roma Denise Spencer Pool Feasibility Study Community Survey completed in 2019.
3. Not call for tenders to manage the Denise Spencer Pool until Council has had an opportunity to consider the community feedback and decide on how the facility will operate in the future.
4. Authorise the Chief Executive Officer, or delegate, to secure the services of a contractor to manage the Denise Spencer Pool for a period of 3 months, as per the current opening hours and admission charges, and execute any necessary documentation relating to the engagement.
5. Request an on-site tour for the new term of Council to familiarise themselves with the facility with relevant Council officers, and seek feedback from the outgoing manager.

*[Wording amended by Mayor Golder from his original motion, to include point 5, following further discussions].*

CARRIED

9/0

Responsible Officer	Manager - Facilities (Land, Buildings & Structures)
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#### DECLARATION OF CONFLICT OF INTEREST

Agenda item	Item description and key content	Councillor	Precis of personal interest
L.9	Bassett Park Racing Stables Expansion - Roma project variation - Queensland Government's Building our Regions program	Cr Wayne (George) Ladbroke	Cr Ladbroke is a committee member of the Roma Turf Club Inc.

Cr Ladbroke advised as follows:

*I, Councillor Ladbroke, inform this meeting that I have a [declarable] conflict of interest in this matter (as defined in section 150EN of the Local Government Act 2009) on Item L.9 – Bassett Park Racing Stables Expansion – [Roma Project Variation – Queensland Government's Building our Regions Program].*

*This declarable conflict of interest arises because I am a committee member of the Roma Turf Club and I propose to leave this meeting while this matter is being discussed and voted on.*

Cr Ladbroke left the meeting at 4.08pm, taking no part in discussions or vote on the following item.

**Item Number:** L.9 **File Number:** D20/100868

**SUBJECT HEADING:** **BASSETT PARK RACING STABLES EXPANSION - ROMA PROJECT VARIATION - QUEENSLAND GOVERNMENT'S BUILDING OUR REGIONS PROGRAM**

**Officer's Title:** **Program Funding & Budget Coordinator  
Executive Customer Service Officer - Office of the Mayor & CEO**

#### **Executive Summary:**

*Council was successful in obtaining funding for the Bassett Park Racing Stables Expansion – Roma project under the Queensland Government's Building Our Regions Round 5 program. The funding schedule for the project was executed on 10 July 2020.*



*This report sought Council's approval to submit a project variation to the funding schedule scope of works.*

**Resolution No. OM/10.2020/93**

**Moved Cr McMullen**

**Seconded Cr Guthrie**

**That Council authorise the Chief Executive Officer, or delegate to submit a project variation for the Bassett Park Racing Stables Expansion – Roma Building our Regions funding schedule to amend the scope of works as listed below:**

- 1. Increase the number of new racing stables to be constructed from thirty-eight (38) to forty-four (44).**
- 2. Increase the number of feed/tack storage bays to be constructed from six (6) to eight (8).**

**CARRIED**

**8/0**

**Section 150FA (2)(e) of the Local Government Act 2009**

*For a matter to which the prescribed conflict of interest or declarable conflict of interest relates - the name of each eligible councillor who voted on the matter, and how each eligible councillor voted.*

**Name of each eligible councillor who voted on the matter:**

Mayor Cr. Tyson Golder, Deputy Mayor Cr. Geoff McMullen, Cr. John Birkett, Cr. Mark Edwards, Cr. Julie Guthrie, Cr. Johanne Hancock, Cr. Cameron O'Neil, Cr. Wendy Taylor

**How each eligible councillors voted:**

Each councillor voted in favour of the motion.

**Responsible Officer**

**Program Funding & Budget Coordinator**

At cessation of discussion and debate on the abovementioned item, Cr Ladbrook returned to the meeting at 4.09pm.

**Item Number:**

**L.10**

**File Number: D20/101846**

**SUBJECT HEADING:**

**REQUEST FOR SUPPORT - RAILWAY DOCUMENTARY**

**Councillor's Title:**

**Cr. Tyson Golder**

**Executive Summary:**

*A request was received through the Office of the Mayor, requesting Council's support for an Injune railway documentary to support Injune tourism.*

**Resolution No. OM/10.2020/94**

**Moved Cr Golder**

**Seconded Cr Birkett**

**That Council:**

- 1. Waive the fees for the use of the Hibernian Hall.**
- 2. Approve for [Council staff] to distribute promotional material and media in support of encouraging 'extras' required for the movie shoot.**
- 3. Work with users of the Hibernian Hall to make this project happen, if the users are in agreeance with this project.**

**[Wording amended by Mayor Golder from his original motion, following further discussions].**

CARRIED

9/0

**Responsible Officer**

**Manager – Facilities (Land, Building & Structures)**

#### DECLARATION OF CONFLICT OF INTEREST

Agenda item	Item description and key content	Councillor	Precis of personal interest
L.11	Request for Support Of The Construction of A Cattle Cross Loading Station	Cameron O'Neil	Cr O'Neil's wife is employed by Livestock and Rural Transporters Association Queensland Inc. (LRATQ) who have provided a letter of endorsement for the construction of a Cattle Cross Loading Station.

Cr O'Neil advised as follows:

I, Councillor Cameron O'Neil, inform the meeting that I have a declarable conflict of interest in matter L.11. This declarable conflict of interest arises because Laney O'Neil, my wife, and defined close associate, is employed by the Livestock and Rural Transporters Association of Queensland Incorporated (LRATQ), who have provided a letter of endorsement for the construction of a Cattle Cross Loading Station.

Although I have a declarable conflict of interest, I do not believe a reasonable person could have a perception I have a perception of bias because of the long bow between the association that my wife works for and the matter that is before Council.

Therefore, I choose to remain in the meeting, however I will respect the decision of the meeting about whether I can remain and participate in the decision.

#### Resolution No. OM/10.2020/95

**Moved Cr Taylor**

**Seconded Cr Hancock**

**That it is in the public interest that Cr O'Neil participates and votes on the Agenda Item L.11, because a reasonable person would trust that the final decision was made in the public interest.**

CARRIED

8/0

Cr O'Neil did not vote on this motion as he was the declaring Councillor under consideration in this matter.

**Responsible Officer**

**Lead Officer – Elected Members & Community Engagement**

Item Number: L.11 File Number: D20/87429

**SUBJECT HEADING:** REQUEST FOR SUPPORT OF THE CONSTRUCTION OF A CATTLE CROSS LOADING STATION

**Officer's Title:** Deputy Director / Strategic Road Management

**Executive Summary:**

*Council received a request from IOR Petroleum Pty Ltd formally seeking support, either financial or through the provision of quarry materials, for the construction of a Cattle Cross Loading Facility to the west of Roma.*

**Moved Cr Golder**

**Seconded Cr McMullen**

**That Council:**

1. Note the letter of support provided with the request from the Livestock and Rural Transporters Association of Queensland (LRATQ) for the construction of a Cattle Cross Loading Facility to the west of Roma.
2. Authorise [that] negotiations, on the basis of Council providing 1544m<sup>3</sup> of roadbase to the proposed site, be held with IOR Petroleum with the view to developing an arrangement, binding to the property, that conditions:
  - a. the facility be available for use by the public (i.e. not just IOR fuel customers) for the term outlined in 2(b).
  - b. the facility is to be operated and maintained for a minimum of ten (10) years;
  - c. should either of the above items not be satisfied the value of the material would be returned to Council in the form of a financial payment.

NO VOTE TAKEN

**Responsible Officer**

**Deputy Director / Strategic Road Management**

No vote was taken on the draft motion at that time, with Cr Hancock proposing an amendment to the motion, as follows:

**Moved Cr Hancock**

**Seconded Cr Taylor**

**That Council:**

1. Note the letter of support provided with the request from the Livestock and Rural Transporters Association of Queensland (LRATQ) for the construction of a Cattle Cross Loading Facility to the west of Roma.
2. Authorise that negotiations, on the basis of Council providing 1544m<sup>3</sup> of roadbase to the proposed site, be held with IOR Petroleum with the view to developing an arrangement, binding to the property, that conditions:
  - a. the facility be available for use by the public (i.e. not just IOR fuel customers) for the term outlined in 2(b).
  - b. the facility is to be operated and maintained for a minimum of ten (10) years;
  - c. should either of the above items not be satisfied the value of the material would be returned to Council in the form of a financial payment.

3. Undertake further consultation with key Roma Saleyards users regarding the proposed Cattle Cross Loading Facility, with a summary to be provided through a subsequent report to Council.

MOTION LOST

3/6

Cr. 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. Hancock	Cr. Birkett
Cr. O'Neil	Cr. Edwards
Cr. Taylor	Cr. Golder
	Cr. Guthrie
	Cr. Ladbrook
	Cr. McMullen

**Section 150FA (2)(e) of the Local Government Act 2009**

*For a matter to which the prescribed conflict of interest or declarable conflict of interest relates - the name of each eligible councillor who voted on the matter, and how each eligible councillor voted.*

**Name of each eligible councillor who voted on the matter:**

Mayor Cr. Tyson Golder, Deputy Mayor Cr. Geoff McMullen, Cr. John Birkett, Cr. Mark Edwards, Cr. Julie Guthrie, Cr. Johanne Hancock, Cr. Wayne (George) Ladbrook, Cr. Cameron O'Neil, Cr. Wendy Taylor

**How each eligible councillors voted:**

In favour of the motion:

Mayor Cr. Tyson Golder  
 Deputy Mayor Cr. Geoff McMullen  
 Cr John Birkett  
 Cr Mark Edwards  
 Cr Julie Guthrie  
 Cr. Wayne (George) Ladbrook

Against the motion:

Cr. Johanne Hancock  
 Cr. Cameron O'Neil  
 Cr. Wendy Taylor

**Responsible Officer**

**Deputy Director / Strategic Road Management**

With the amendment lost, Council voted on the initial motion, with the outcome recorded as follows:

**Resolution No. OM/10.2020/97**

**Moved Cr Golder**

**Seconded Cr McMullen**

**That Council:**

- Note the letter of support provided with the request from the Livestock and Rural Transporters Association of Queensland (LRATQ) for the construction of a Cattle Cross Loading Facility to the west of Roma.

2. Authorise that negotiations, on the basis of Council providing 1544m<sup>3</sup> of roadbase to the proposed site, be held with IOR Petroleum with the view to developing an arrangement, binding to the property, that conditions:

- a. the facility be available for use by the public (i.e. not just IOR fuel customers) for the term outlined in 2(b).
- b. the facility is to be operated and maintained for a minimum of ten (10) years;
- c. should either of the above items not be satisfied the value of the material would be returned to Council in the form of a financial payment.

CARRIED

9/0

**Section 150FA (2)(e) of the Local Government Act 2009**

*For a matter to which the prescribed conflict of interest or declarable conflict of interest relates - the name of each eligible councillor who voted on the matter, and how each eligible councillor voted.*

**Name of each eligible councillor who voted on the matter:**

Mayor Cr. Tyson Golder, Deputy Mayor Cr. Geoff McMullen, Cr. John Birkett, Cr. Mark Edwards, Cr. Julie Guthrie, Cr. Johanne Hancock, Cr. Wayne (George) Ladbrook, Cr. Cameron O'Neil, Cr. Wendy Taylor.

**How each eligible councillors voted:**

Each councillor voted in favour of the motion.

<b>Responsible Officer</b>	<b>Deputy Director / Strategic Road Management</b>
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**Item Number:**

**L.12**

**File Number: D20/100132**

**SUBJECT HEADING:**

**APPLICATIONS FOR COMMUNITY GRANTS ROUND ONE 2020/21**

**Officer's Title:**

**Local Development Officer - Mitchell  
Support Officer - Economic & Community Development**

**Executive Summary:**

*Council is committed to supporting local and regional initiatives that provide opportunities for residents to access and participate in a wide range of recreational, cultural, environmental, community and economic development projects and activities through the Community Grants Program.*

*Eleven grant applications were received and assessed under Round 1 for 2020/21. Six (6) Small Grants and five (5) Community Grants were recommended for funding, subject to conditions where applicable.*

**Resolution No. OM/10.2020/98**

**Moved Cr Taylor**

**Seconded Cr McMullen**

**That Council:**

1. Endorse the recommendations of the assessment panel and approve the following Community Grant applications for payment:

GROUP	GRANT TYPE	FUNDED
Surat Hospital Auxiliary	Small	\$2,355
Eumamurrin Gun Club	Small	\$2,800
Injune and District Men's Shed Inc	Small	\$3,000
Queensland Blue Light Association Inc – Mitchell Branch	Small	\$1,008.50
QCWA – Roma Branch	Small	\$2,901.55
Warroo Retirement Village	Small	\$1,985
Sub-Total		\$14,050.05

GROUP	GRANT TYPE	FUNDED
Surat Bowls Club	Community	\$4,000
Roughlie Community Centre	Community	\$5,467
Maranoa Horse and Pony Club Inc	Community	\$8,000
Roma Polocrosse Club Inc	Community	\$8 000
Begonia Golf and Sports Club Inc	Major	\$14,000
Sub-Total		\$39,467
TOTAL		\$53,517.05

**2. Remove the Major Grant Category from Round Two, 2020/21 due to budget constraints.**

CARRIED 9/0

<b>Responsible Officer</b>	<b>Local Development Officer - Mitchell</b>
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**Item Number:** L.13 **File Number:** D20/

**SUBJECT HEADING:** **ADDITIONAL SERVICES - TOOWOOMBA AND SURAT BASIN ENTERPRISE PTY LTD.**

**Author & Officer's Title:** **Manager - Economic & Community Development**

**Executive Summary:**

*Following a recent presentation to Council by TSBE/Food Leaders Australia General Manager Bruce McConnell, Council requested an estimate of additional services and associated costs that TSBE might provide to Council in the 2020/21 financial year.*

*A detailed submission of the proposed additional services is described in this report, and the consideration of Council to amend or accept the proposal for additional services, was requested by way of this report.*

**Resolution No. OM/10.2020/99**
**Moved Cr O'Neil**
**Seconded Cr Birkett**
**That Council:**

1. Engage TSBE to achieve 1.2,1.4,1.5 and 2 (noting that the value of the marketing support ID2 is for \$7,250), of the proposal as described in this report during the current financial year.
2. Authorise the Chief Executive Officer (CEO) to sign the agreement as attached to the officer's report.

CARRIED

6/3

Cr. 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. Birkett	Cr. Edwards
Cr. Guthrie	Cr. Golder
Cr. Hancock	Cr. Ladbroke
Cr. McMullen	
Cr. O'Neil	
Cr. Taylor	

**Responsible Officer**
**Manager - Economic & Community Development**
**Item Number:**
**5.2**
**File Number: D20/99245**
**SUBJECT HEADING:**
**CARE OUTREACH REQUEST PERMISSION TO USE THE INJUNE COMMUNITY CENTRE**
**Officer's Title:**
**Local Development Officer - Injune**
**Executive Summary:**

Care Outreach a Not-for-Profit Organisation has requested use of the Injune Community Centre for their "Christmas for the Bush 2020" annual event at no cost. This event is planned from Saturday, 21 November to Saturday, 12 December 2020.

In addition to this year's request, Care Outreach also requested use of two caravan park sites and two cabins for the duration of their stay at no cost.

This matter had been laid on the table earlier during the meeting following Council's request for further information. This to hand, Council resumed its deliberations.

**Resolution No. OM/10.2020/100**
**Moved Cr McMullen**
**Seconded Cr Birkett**
**That Council:**

1. Approve Care Outreach's request for permission to use the Injune Community Centre for the "Christmas for the Bush" annual event from Saturday, 21 November to Saturday, 12 December 2020, at no cost.

2. Approve a professional clean of the facilities (including cabins) prior to arrival and upon departure, with funds drawn from the Minor In-kind budget (up to the value of \$400).
3. Provide notice to Injune Youth Group Coordinators & Injune Blue Light that this request has been approved by Council for the nominated dates.
4. Request Care Outreach vehicles not be parked on the grassed area for the duration of stay.
5. Approve Care Outreach permission to use two powered caravan sites at the Injune Caravan Park for the duration of their stay.
6. Approve Care Outreach's request to use two cabins.

CARRIED

9/0

<b>Responsible Officer</b>	<b>Local Development Officer - Injune</b>
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**Item Number:**

**L.14**

**File Number: D20/102446**

**SUBJECT HEADING:**

**AUDIT COMMITTEE REPORT**

**Author & Officer's Title:**

**Director - Corporate & Community Services**

***Executive Summary:***

*The purpose of this report was for the Chief Executive Officer to present the unconfirmed minutes of the Audit Committee Meeting held on 28 September 2020, in accordance with section 211(1)(c) of the Local Government Regulation 2012, and for Council to receive and note the covering report.*

**Resolution No. OM/10.2020/101**

**Moved Cr Birkett**

**Seconded Cr Taylor**

**That Council receive and note the unconfirmed minutes of the Audit Committee Meeting held on 28 September 2020 and the information contained within the report.**

CARRIED

9/0

<b>Responsible Officer</b>	<b>Director - Corporate &amp; Community Services</b>
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**COUNCIL ADJOURNED THE MEETING  
FOR A RECESS AT 5.31PM**

**SUBJECT HEADING: RESUMPTION OF STANDING ORDERS  
COUNCIL RESUMED THE MEETING AT 6.28PM**

**CHANGE TO ORDER OF BUSINESS**

**Resolution No. OM/10.2020/102**

**Moved Cr O'Neil**

**Seconded Cr Hancock**

**That we [Council] deal with matters LC.4 and C.12 before all other agenda items.**

CARRIED

9/0

<b>Responsible Officer</b>	<b>Lead Officer – Elected Members &amp; Community Engagement</b>
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## CONFIDENTIAL ITEMS

Resolution No. OM/10.2020/103

Moved Cr Hancock

Seconded Cr Birkett

In accordance with the provisions of section 254J(3) of the *Local Government Regulation 2012*, that Council resolve to close the meeting to the public [at 6.29pm] to discuss confidential items that Councillors consider is necessary to close the meeting.

In accordance with Section 254J(5) of the *Local Government Regulation 2012*, the table as presented provides:

- The matters to be discussed;
- An overview of what is to be discussed while the meeting is closed.

Agenda Item	Matters to be discussed (Reasons to close the meeting under the <i>Local Government Regulation 2012</i> )	Overview
<b>C.2 - Proposed Road Acquisition: Lot 2 on SP106629 - Landowner</b>	Section 254J(3)(h) negotiations relating to the taking of land by the local government under the <i>Acquisition of Land Act 1967</i> .	Council has been in negotiations with the owner of Lot 2 on SP106629 regarding a section of constructed road that accesses the Wallumbilla Waste Facility.  The constructed access road currently sits outside a dedicated road area and traverses Lot 2 on SP106629.  This report provides a summary of the actions required to formalise this section of constructed road on a formal area dedicated for the purposes of road.
<b>C.2 - State Government Surplus Properties - Maranoa Region</b>	Section 254J(3)(i) a matter the local government is required to keep confidential under a law of, or formal arrangement with, the Commonwealth or a State.	Council previously considered details of State Government properties listed as surplus in the Maranoa Region for the period 27 July 2020 to 3 August 2020. Council sought further information on the listed surplus properties.
<b>C.3 - Public Safety Business Agency - Lot 14 on W4097</b>	Section 254J(3)(g) negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government.	Council has received correspondence from Public Safety Business Agency seeking to determine Council's potential interest in acquiring vacant land described as Lot 14 on W4097 for any community or commercial purposes. Council's direction is sought.
<b>C.4 - Tender 21008 - Bigger Big Rig Interpretive Design and Construction</b>	Section 254J(3)(g) negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government.	Council invited suitably qualified and experienced contractors to submit a fixed price lump sum and supporting documentation, for the design and fit out of the interpretive elements of the Roma Bigger Big Rig Project.  Responses were reviewed by the Tender Evaluation Panel and the report is submitted for Council's consideration.
<b>C.5 - Proposed Acquisition of Land - Injune</b>	Section 254J(3)(g) negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government.	At the Council meeting held on 9 September 2020, Council requested that a report be presented regarding the proposed Cultural Heritage Injune Preservation Society (CHIPS) Timber Museum project in Injune.

<b>C.6 - COVID-19 Leased Cafes, Caravan Parks, Car Hire Companies and Hibernian Hall Users</b>	Section 254J(3)(g) negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government.	At the Council meeting held on 26 August 2020, Council, in reference to the National Cabinet Mandatory Code of Conduct for SME Commercial Leasing Principles during COVID-19, considered the continuation of rent reprieve support for lessees of Council commercial café spaces, caravan parks, Hibernian Hall users and car hire companies. This report tables further information provided by tenants in regard to the degree of financial hardship still being suffered due to COVID-19 restrictions.
<b>C.7 - Applications for Rate Payment Arrangements</b>	Section 254J(3)(d) rating concessions.	Applications for rate payment arrangements have been received from various ratepayers. The timeframes the applicants have proposed to have their rates paid in full extends beyond the current financial year timeframe that is adopted in Council's adopted Revenue Statement.
<b>C.8 - Review of Council Decision - Capital Upgrade Request 262 Currey Street, Roma</b>	Section 254J(3)(f) matters that may directly affect the health and safety of an individual or a group of individuals.	Council has received correspondence from the owners of Lot 189 on M536 to reconsider a previous Council decision and complete a bitumen dust seal on a section of Currey Street in front of their residence at 262 Currey Street.  This report provides Council with the details of the request and the investigation completed by Council Officers and recommendation for Council's consideration.
<b>C.9 - Injune Lettable Space - Cafe on Second Option to Renew</b>	Section 254J(3)(g) negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government.	The current Manager has put forward a proposal for Council's consideration.
<b>C.10 - New Drafts including Improvements to Access Laneways, and Access Gate Near Office Area - Roma Saleyards</b>	Section 254J(3)(f) matters that may directly affect the health and safety of an individual or a group of individuals.	At a series of meetings Council has been considering matters raised by the Roma Livestock Agents Association. This report tables further information for Council's consideration.
<b>C.11 - Clearview Rise (Stage 3)</b>	Section 254J(3)(g) negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government.	Economic Development Queensland has advised Council that they wish to complete Stage 3 of Clearview Rise Estate, located in Bowen Street, Roma. Council is asked to consider two conditions of the subdivision approval that remain outstanding.
<b>C.12 - Preliminary Negotiations – Business Partnership</b>	Section 254J(3)(g) negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government.	The report provides an opportunity for the new term of Council to consider a proposal initially raised during the last term of Council. Budget has been allocated and work done on sourcing images and concepts.
<b>C.13 - Expression of Interest - Vulnerable Road User Program</b>	Section 254J(3)(f) matters that may directly affect the health and safety of an individual or a group of individuals.	The Department of Transport and Main Roads has announced new funding of \$500,000 to support all road authorities deliver on safety and accessibility for vulnerable roads users.  Expressions of interest for funding are now open for the investigation and implementation of lower speed limits in areas of high pedestrian and bicycle rider activities.
<b>C.14 - Bigger Big Rig Project - Memorandum of Understanding (Financial Deed)</b>	Section 254J(3)(g) negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government.	Visit Roma has committed a \$10,000 contribution towards the Bigger Big Rig Project. This report presents to Council for consideration a draft Memorandum of Understanding (Financial Deed) recognising Visit Roma's financial commitment towards the project.

<b>C.15 - Racecourse North Estate Injune - Land for Sale</b>	Section 254J(3)(e) legal advice obtained by the local government or legal proceedings involving the local government including, for example, legal proceedings that may be taken by or against the local government.	Council completed the development of 22 parcels of land at the 'Racecourse North Estate', Injune in response to community demand for vacant land suitable for the construction of residential housing. The land is described as Lots 8 – 11 and Lots 13 – 30 on SP297126. Council's direction is sought on the disposal of this land.
<b>LC.1 - Offer to purchase land and buildings at 29 Bowen Street and 45 - 47 Hawthorne Street</b>	Section 254J(3)(g) negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government.	Council publicly invited tenders for the purchase or lease of the land and buildings at 29 Bowen Street and 45-47 Hawthorne Street Roma. Tenders closed on 24 August 2020. Council received one late offer and declined this offer at its 23 September Ordinary Meeting (OM/09.2020/104). The interested party has now submitted another offer for Council's consideration.
<b>LC.2 - COVID-19 Rent Reprieve - Hibernian Hall User Dance West03</b>	Section 254J(3)(i) a matter the local government is required to keep confidential under a law of, or formal arrangement with, the Commonwealth or a State.	A Hibernian Hall User has asked Council to consider some matters.
<b>LC.3 - Glen Olive Road Access – Mount Howe</b>	Section 254J(3)(e) legal advice obtained by the local government or legal proceedings involving the local government including, for example, legal proceedings that may be taken by or against the local government.	Following a number of Council meetings and deputations, Council has been considering the current status of Glen Olive Road and potential ways forward. The report provides a further update to Council for consideration.
<b>LC.4 - Consideration of Budget Amendment</b>	Section 254J(3)(c) the local government's budget.	The report tables a budget amendment for consideration by Council.
<b>CARRIED</b>		<b>9/0</b>

<b>Responsible Officer</b>	<b>Lead Officer – Elected Members &amp; Community Engagement</b>
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<b>Resolution No. OM/10.2020/104</b>	
<b>Moved Cr Hancock</b>	<b>Seconded Cr O'Neil</b>
<b>That Council open the meeting to the public [at 7.05pm].</b>	
<b>CARRIED</b>	
<b>9/0</b>	

<b>Responsible Officer</b>	<b>Lead Officer – Elected Members &amp; Community Engagement</b>
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## DECLARATION OF CONFLICTS OF INTEREST

<b>Agenda item</b>	<b>Item description and key content</b>	<b>Councillor</b>	<b>Precis of personal interest</b>
C.6	COVID-19 Leased Cafes, Caravan Parks, Car Hire Companies and Hibernian Hall Users	Wendy Taylor	The interest for Cr Taylor arises because a family friend, Jodi Noon, is a user of Hibernian Hall.

Cr Taylor advised as follows:

I, Councillor Wendy Taylor, inform the meeting that I have a declarable conflict of interest in this matter (as defined in section 150EN of the *Local Government Act 2009*). This declarable conflict of interest arises because a person who is a related party of mine has an interest in this matter.

Particulars:

- (i) Name of the related party is Jodi Noon.
- (ii) The nature of my relationship with this related party is that I have a close personal relationship with her as she is a family friend.
- (iii) The nature of the related party's interests in this matter is that Jodi Noon has a user agreement with the Council for the use of the Hibernian Hall.

As a result of my conflict I will leave the room while this matter is considered and voted on.

**DECLARATION OF CONFLICT OF INTEREST**

Agenda item	Item description and key content	Councillor	Precis of personal interest
C.10	New Drafts including Improvements to Access Laneways, and Access Gate Near Office Area – Roma Saleyards	Wendy Taylor	Cr Taylor's daughter, Kylie Taylor, works for AAM Operations Pty Ltd which is the contractor to Council for the Movement and Control of Stock at the Roma Saleyards. Kylie is based in Brisbane and works in their Finance area.

Cr Taylor advised as follows:

I, Councillor Wendy Taylor, inform this meeting that I have a declarable conflict of interest in this matter (as defined in section 150EN of the *Local Government Act 2009*).

This declarable conflict of interest arises because a person who is a related party of mine has an interest in an entity that has an interest in the matter.

Particulars:

- (i) Name of the related party is Kylie Taylor
- (ii) The nature of my relationship with this related party is that she is a close associate (i.e. child).
- (iii) The nature of the related party's interests in this matter is that she works for AAM Corporation Services which is a branch of AAM Operations Pty Ltd, which is a contractor to Council for the Movement and Control of Stock at the Roma Saleyards who have access to the facilities mentioned in the report.

I wish to participate in the decision in relation to this matter. I acknowledge that eligible Councillors must now determine, pursuant to section 150ES of the *Local Government Act 2009*, whether I:

- May participate in the decision about the matter, including by voting on the matter; or
- Must leave the meeting, including any area set aside for the public, and stay away from the meeting while the eligible councillors discuss and vote on the matter.

**Resolution No. OM/10.2020/105**

**Moved Cr Hancock**

**Seconded Cr O'Neil**

**That it is in the public interest that Cr Taylor participates and votes on Item C.10, because a reasonable person would trust that the final decision is made in the public interest.**

CARRIED

8/0

Cr Taylor did not vote on this motion as she was the declaring Councillor under consideration in this matter.

<b>Responsible Officer</b>	<b>Lead Officer – Elected Members &amp; Community Engagement</b>
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#### DECLARATION OF CONFLICT OF INTEREST

Agenda item	Item description and key content	Councillor	Precis of personal interest
LC.2	COVID19 Rent Reprieve – Hibernian Hall User Dance West03	Wendy Taylor	The interest for Cr Taylor arises because a family friend, Jodi Noon, is a user of Hibernian Hall.

Cr Taylor advised as follows:

I, Councillor Wendy Taylor, inform this meeting that I have a declarable conflict of interest in this matter (as defined in section 150EN of the *Local Government Act 2009*). This declarable conflict of interest arises because a person who is a related party of mine has an interest in this matter.

Particulars:

- (i) Name of the related party is Jodi Noon.
- (ii) The nature of my relationship with this related party is that I have a close personal relationship with her as she is a family friend.
- (iii) The nature of the related party's interests in this matter is that Jodi Noon has a user agreement with Council for the use of the Hibernian Hall.

As a result of my conflict I will leave the room while this matter is considered and voted on.

#### DECLARATION OF CONFLICT OF INTEREST

Agenda item	Item description and key content	Councillor	Precis of personal interest
C.13	Expression of Interest – Vulnerable Road User Program	Cameron O'Neil	The interest for Cr O'Neil arises because he resides within the section of the road referenced within the report and under consideration for the expressions of interest.

Cr O'Neil advised as follows:

I inform this meeting that I have a declarable conflict of interest in this matter. The nature of the interest is as follows:

I reside within the section of the road referenced within the report and under consideration for the expressions of interest. I propose to leave and stay away from the place where this meeting is held while the matter is discussed and voted on.

## DECLARATION OF CONFLICT OF INTEREST

Agenda item	Item description and key content	Councillor	Precis of personal interest
LC.3	Glen Olive Road Access – Mount Howe	Geoff McMullen	The interest for Cr McMullen arises because of a close personal relationship with Dan Creevey of Creevey Russell Lawyers.

Cr McMullen advised as follows:

I, Councillor Geoff McMullen, inform this meeting that I have a declarable conflict of interest in this matter (as defined in section 150EN of the *Local Government Act 2009*).

This declarable conflict of interest arises because a person who is a related party of mine has an interest in this matter.

Particulars:

- (i) Name of the related party is Dan Creevey of Creevey Russell Lawyers
- (ii) The nature of my relationship with this related party is that he is my legal representative.
- (iii) The nature of the related party's interests in this matter is that he is representing one of the landholders mentioned in the report.

I wish to participate in the decision in relation to this matter. I acknowledge that eligible Councillors must now determine, pursuant to section 150ES of the *Local Government Act 2009*, whether I:

- May participate in the decision about the matter, including by voting on the matter; or
- Must leave the meeting, including any area set aside for the public, and stay away from the meeting while the eligible Councillors discuss and vote on the matter.

### Resolution No. OM/10.2020/106

Moved Cr Guthrie

Seconded Cr Birkett

**That it is in the public interest that Cr McMullen participates and votes on the Agenda Item LC.3, because a reasonable person would trust that the final decision was made in the public interest.**

CARRIED

8/0

Cr McMullen did not vote on this motion as he was the declaring Councillor under consideration in this matter.

Responsible Officer	Lead Officer – Elected Members & Community Engagement
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## CONFIDENTIAL ITEMS – Continued

**Resolution No. OM/10.2020/107**

**Moved Cr O'Neil**

**Seconded Cr McMullen**

In accordance with the provisions of section 254J(3) of the *Local Government Regulation 2012*, that Council resolve to close the meeting to the public [at 7.33pm] to discuss confidential items that Councillors consider is necessary to close the meeting. In accordance with Section 254J(5) of the *Local Government Regulation 2012* we go back into closed to discuss the remaining matters that have previously been tabled as part of the meeting.

CARRIED

9/0

<b>Responsible Officer</b>	<b>Lead Officer – Elected Members &amp; Community Engagement</b>
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Cr. Birkett left the meeting at 7.34pm, and returned at 7.36pm.

Cr. Ladbroke left the meeting at 7.36pm, and returned at 7.39pm.

### **COUNCIL ADJOURNED THE MEETING FOR A RECESS AT 7.40PM**

#### **SUBJECT HEADING: RESUMPTION OF STANDING ORDERS**

COUNCIL RESUMED THE MEETING IN CLOSED SESSION AT 8.13PM

Cr O'Neil having previously foreshadowed a declarable conflict in regard to C.13, left the meeting taking no part in discussion on the matter at 8.35pm.

**Resolution No. OM/10.2020/108**

**Moved Cr Hancock**

**Seconded Cr McMullen**

**That Council open the meeting to the public [at 8.37pm].**

CARRIED

8/0

<b>Responsible Officer</b>	<b>Lead Officer – Elected members &amp; Community Engagement</b>
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Council then invited Cr O'Neil to return to the meeting. He returned at 8.39pm, so that he was present for Cr Hancock's declaration of Conflict of Interest as follows:

### **DECLARATION OF CONFLICT OF INTEREST**

<b>Agenda item</b>	<b>Item description and key content</b>	<b>Councillor</b>	<b>Precis of personal interest</b>
C.13	Expression of Interest – Vulnerable Road User Program	Johanne Hancock	The interest for Cr Hancock arises because of her spouse and parents owning a business that adjoins a main entrance to Surat, and her parents owning a property that is located on a main entrance to Surat.



Cr Hancock advised as follows:

I am declaring [Councillor Johanne Hancock], a declarable conflict of interest in item C.13 - Expression of Interest – Vulnerable Road User Program, the interest arises because of the potential of changing the resolution from what is recommended, and its because a person who is related party of mine has an interest in this matter.

The particulars are:

- (i) The name of the related party is my husband Graham Hancock and my parents Paul and Rachel Parravicini.
- (ii) The nature of my relationship with this related party is they are my spouse and my parents.
- (iii) The nature of the related party's interests in this matter is that my spouse and my parents own a business that adjoins a main entrance to Surat and my parents also own a residence that also adjoins a main entrance to Surat.

I wish to participate in the decision in relation to this matter because I believe I do not have a conflict. I believe it is of an ordinary business matter where the Councillor or close associated related party of the Councillor stands to gain a benefit or suffer a loss in relation to the matter that is no greater than the benefit or loss that a significant proportion of persons in the local government area stand to gain or lose.

I acknowledge that eligible Councillors must now determine, pursuant to section 150ES of the *Local Government Act 2009*, whether I:

- May participate in the decision about the matter, including by voting on the matter; or
- Must leave the meeting, including any area set aside for the public, and stay away from the meeting while the eligible Councillors discuss and vote on the matter.

**Resolution No. OM/10.2020/109**

**Moved Cr Guthrie**

**Seconded Cr Taylor**

**That it is in the public interest that Cr Hancock participates and votes on the Agenda Item C.13, because a reasonable person would trust that the final decision was made in the public interest.**

CARRIED

7/0

Cr Hancock did not vote on this motion as he was the declaring Councillor under consideration in this matter, nor did Cr O'Neil having a declarable conflict of interest in this matter.

<b>Responsible Officer</b>	<b>Lead Officer – Elected Members &amp; Community Engagement</b>
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Cr O'Neil, having previously foreshadowed a declarable conflict in regard to Item C.13, left the meeting at 8.43pm taking no part in discussion on the matter.



**Resolution No. OM/10.2020/110**
**Moved Cr Hancock**
**Seconded Cr McMullen**

In accordance with the provisions of section 254J(3) of the *Local Government Regulation 2012*, that Council resolve to close the meeting to the public [at 8.43pm] to discuss confidential items that Councillors consider is necessary to close the meeting. In accordance with Section 254J(5) of the *Local Government Regulation 2012* we go back into closed to discuss the remaining matters that have previously been tabled as part of the meeting.

**CARRIED**
**8/0**
**Responsible Officer**
**Lead Officer – Elected Members & Community Engagement**

At cessation of discussion in relation to Item C.13, Cr O'Neil returned to the meeting at 8.49pm.

**Resolution No. OM/10.2020/111**
**Moved Cr O'Neil**
**Seconded Cr Birkett**

**That Council open the meeting to the public [at 9.53pm].**

**CARRIED**
**9/0**
**Item Number:**
**C.1**
**File Number: D20/84385**
**SUBJECT HEADING:**
**PROPOSED ROAD ACQUISITION: LOT 2 ON SP106629 - LANDOWNER COMPENSATION AGREEMENT**
**Officer's Title:**
**Deputy Director / Strategic Road Management  
Project Officer - Program & Contract Management**
**Executive Summary:**

*Council has been in negotiations with the owner of Lot 2 on SP106629 regarding a section of constructed road that accesses the Wallumbilla Waste Facility.*

*The constructed access road currently sits outside a dedicated road area and traverses Lot 2 on SP106629.*

*This report provided a summary of the actions required to formalise this section of constructed road on a formal area dedicated for the purposes of road.*

**Resolution No. OM/10.2020/112**
**Moved Cr McMullen**
**Seconded Cr Guthrie**

**That Council authorise the Chief Executive Officer, or delegate, to:**

- 1. Formally enter into a Road Agreement, as attached, with the Landowner of Lot 2 on SP106629 with the view of opening a dedicated road area over the constructed access road for the Wallumbilla Waste Facility.**
- 2. Complete the required actions with the Department of Natural Resources, Mines and Energy to effect a road opening action over the area the subject of this report.**

CARRIED

9/0

Responsible Officer

Deputy Director / Strategic Road Management

Item Number:

C.2

File Number: D20/95662

SUBJECT HEADING:

STATE GOVERNMENT SURPLUS PROPERTIES - MARANOA REGION

Officer's Title:

Administration Officer - Land Administration

**Executive Summary:**

Council previously considered details of State Government properties listed as surplus in the Maranoa Region for the period 27 July 2020 to 3 August 2020. Council sought further information on the listed surplus properties.

**Resolution No. OM/10.2020/113**

Moved Cr Hancock

Seconded Cr Guthrie

That Council advise the Department of Transport and Main Roads that:

1. It objects to the proposed surrender of Part of Lot 17 on SP109399 due to the lack of information available to make a meaningful assessment.
2. On provision of further information regarding the likelihood of any vehicle movements, either entering or existing the site, via Currey Street, the matter may be able to be revisited/reconsidered.

CARRIED

9/0

Responsible Officer

Administration Officer - Land Administration

Item Number:

C.3

File Number: D20/96639

SUBJECT HEADING:

PUBLIC SAFETY BUSINESS AGENCY - LOT 14 ON W4097

Officer's Title:

Administration Officer - Land Administration

**Executive Summary:**

Council received correspondence from Public Safety Business Agency seeking to determine Council's potential interest in acquiring vacant land described as Lot 14 on W4097 for any community or commercial purposes. Council's direction was sought.

**Resolution No. OM/10.2020/114**

Moved Cr Birkett

Seconded Cr Ladbrook

That Council decline the offer to acquire vacant land described as Lot 14 on W4097.

CARRIED

9/0

Responsible Officer

Administration Officer - Land Administration

Item Number:

C.4

File Number: D20/96747

**SUBJECT HEADING:**
**TENDER 21008 - BIGGER BIG RIG INTERPRETIVE  
DESIGN AND CONSTRUCTION**
**Officer's Title:**
**Deputy Director / Strategic Road Management  
Project Officer - Program & Contract Management**
**Executive Summary:**

*Council invited suitably qualified and experienced contractors to submit a fixed price lump sum and supporting documentation, for the design and fit out of the interpretive elements of the Roma Bigger Big Rig Project.*

*Responses were reviewed by the Tender Evaluation Panel and the report was submitted for Council's consideration.*

**Resolution No. OM/10.2020/115**
**Moved Cr O'Neil**
**Seconded Cr Hancock**
**That Council:**

1. **Select Xzibit Pty Ltd as the preferred supplier for Tender 21008 - Bigger Big Rig Interpretive Design and Construction Project.**
2. **Authorise the Chief Executive Officer (or delegate) to enter into final negotiations with Xzibit Pty Ltd, noting the tendered value of \$687,376.80 GST inclusive for Concept 1 and execute the contract if the final terms are acceptable.**
3. **Continue to work with the contractor (post tender award) with the view of maximising use of local contractors and suppliers where possible.**

**CARRIED**
**9/0**
**Responsible Officer**
**Deputy Director / Strategic Road  
Management**
**Item Number:**
**C.5**
**File Number: D20/97437**
**SUBJECT HEADING:**
**PROPOSED ACQUISITION OF LAND - INJUNE**
**Officer's Title:**
**Manager - Facilities (Land, Buildings & Structures)**
**Executive Summary:**

*At the Council meeting held on 9 September 2020, Council requested that a report be presented regarding the proposed acquisition of additional land for the Cultural Heritage Injune Preservation Society (CHIPS) Timber Museum project in Injune.*

**Moved Cr Golder**
**That we [Council] lay this on the table until the next meeting.**
**MOTION LOST**
**0/9**
**Responsible Officer**
**Lead Officer – Elected Members &  
Community Engagement**

**Item Number:** C.5 **File Number:** D20/97437  
**SUBJECT HEADING:** PROPOSED ACQUISITION OF LAND - INJUNE  
**Officer's Title:** Manager - Facilities (Land, Buildings & Structures)

**Executive Summary:**

*At the Council meeting held on 9 September 2020, Council requested that a report be presented regarding the proposed acquisition of additional land for the Cultural Heritage Injune Preservation Society (CHIPS) Timber Museum project in Injune.*

**Resolution No. OM/10.2020/117**

**Moved Cr Guthrie**

**Seconded Cr McMullen**

**That Council:**

1. Not progress with purchase of the land with the current budget allocation to focus on construction of the proposed timber museum shed.
2. Finalise the design in consultation with CHIPS and prepare construction drawing and costings, with costs to be allocated to the project work order.
3. Consider at a future budget review allocating funds necessary to fund the cost of constructing the proposed timber museum shed.

CARRIED

9/0

**Responsible Officer**

**Manager - Facilities (Land, Buildings & Structures)**

**Item Number:** C.6 **File Number:** D20/97207  
**SUBJECT HEADING:** COVID-19 LEASED CAFES, CARAVAN PARKS, CAR HIRE COMPANIES AND HIBERNIAN HALL USERS  
**Officer's Title:** Administration Officer - Land Administration

**Executive Summary:**

*At the Council meeting held 26 August 2020, Council, in reference to the National Cabinet Mandatory Code of Conduct for SME Commercial Leasing Principles during COVID-19, considered the continuation of rent reprieve support for lessees of Council commercial café spaces, caravan parks, Hibernian Hall users and car hire companies. This report tabled further information provided by tenants in regard to the degree of financial hardship still being suffered due to COVID-19 restrictions.*

**Resolution No. OM/10.2020/118**

**Moved Cr O'Neil**

**That this matter lays on the table until the next ordinary meeting of Council.**

CARRIED

9/0

**Responsible Officer**

**Administration Officer - Land Administration**

**Item Number:** C.7 **File Number:** D20/98203  
**SUBJECT HEADING:** APPLICATIONS FOR RATE PAYMENT ARRANGEMENTS  
**Officer's Title:** Rates & Utilities Billing Officer

**Executive Summary:**

*Applications for rate payment arrangements have been received from various ratepayers. The timeframes the applicants have proposed to have their rates paid in full extends beyond the current financial year timeframe that is adopted in Council's adopted Revenue Statement.*

**Resolution No. OM/10.2020/119**

**Moved Cr Edwards**

**Seconded Cr Birkett**

**That Council accept the applicants' payment arrangements as set out in Table A of the officer's report and as listed below, subject to all rates, charges and arrears accumulated being paid in full by 30 June 2022:**

Assessment Number	Approved Payment Plan
14008676	\$571/month
14027379	\$400/fortnight + balance by 30 June 2022
14020283	\$162/fortnight

CARRIED

9/0

**Responsible Officer**

**Rates & Utilities Billing Officer**

**Item Number:** C.8 **File Number:** D20/99032  
**SUBJECT HEADING:** REVIEW OF COUNCIL DECISION - CAPITAL UPGRADE REQUEST 262 CURREY STREET, ROMA  
**Officer's Title:** Deputy Director / Strategic Road Management

**Executive Summary:**

*Council received correspondence from the owners of Lot 189 on M536 to reconsider a previous Council decision and complete a bitumen dust seal on a section of Currey Street in front of their residence at 262 Currey Street.*

*This report provided Council with the details of the request and the investigation completed by Council Officers and recommendation for Council's consideration.*

**Resolution No. OM/10.2020/120**

**Moved Cr Golder**

**Seconded Cr McMullen**

**That:**

1. Council receive and note the contents of the report.
2. Council write to the owners of 262 Currey Street, Roma advising that:
  - a. Council has approved \$65,000 in the 2020/21 Budget to complete one (1) dust seal around the region in 2020/21;

b. The funding allocation referred to in Item 2(a) will be considered on a contestable basis based on similar requests Council has received for dust sealing in front of residences;	
c. Their request for dust seal, in front of 262 Currey Street, will be added to the list for consideration as part of a future report to Council whereby Council will consider and approve the location for the dust seal as referred to in Item 2(a).	
3. A report be brought back to Council identifying opportunities to maximise use of the available budget.	
CARRIED	9/0

Responsible Officer	Deputy Director / Strategic Road Management
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Item Number: C.9 File Number: D20/99255  
 SUBJECT HEADING: INJUNE LETTABLE SPACE - CAFE ON SECOND OPTION TO RENEW  
 Officer's Title: Facility Lease Management & Housing Officer / Team Coordinator

**Executive Summary:**

*The current Manager has put forward a proposal for Council's consideration.*

Resolution No. OM/10.2020/121	
Moved Cr McMullen	Seconded Cr O'Neil
That Council:	
1. Acknowledge the request from Keltone Pty Ltd to operate reduced hours and renew their current lease.	
2. Approve the operating hours of Monday – Saturday 8.00am – 2.00pm until 2 December 2020 with operating hours to revert to those included in the lease after this date.	
3. Advise the lessee that if they would like to take up the option of a new lease it would have to be the same amount of hours as the current lease agreement.	
4. Advise the lessee of Council's intention to retender if this option is not accepted as per the current lease agreement.	
CARRIED	9/0

Responsible Officer	Facility Lease Management & Housing Officer / Team Coordinator
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Item Number: C.10 File Number: D20/99256

**SUBJECT HEADING:** NEW DRAFTS INCLUDING IMPROVEMENTS TO ACCESS LANEWAYS, AND ACCESS GATE NEAR OFFICE AREA - ROMA SALEYARDS

**Officer's Title:** Manager - Saleyards

**Executive Summary:**

*At a series of meetings Council has been considering matters raised by the Roma Livestock Agents Association. This report tabled further information for Council's consideration.*

**Resolution No. OM/10.2020/122**

**Moved Cr O'Neil**

**Seconded Cr Hancock**

**That the information contained in the report be noted.**

CARRIED

9/0

**Responsible Officer**

**Manager - Saleyards**

Item Number: C.11 File Number: D20/99257

**SUBJECT HEADING:** CLEARVIEW RISE (STAGE 3)

**Officer's Title:** Manager - Planning & Building Development

**Executive Summary:**

*Economic Development Queensland has advised Council that they wish to complete Stage 3 of Clearview Rise Estate, located in Bowen Street, Roma. Council was asked to consider two conditions of the subdivision approval that remain outstanding.*

**Resolution No. OM/10.2020/123**

**Moved Cr Hancock**

**Seconded Cr Ladbrook**

**That Council:**

1. Advise Economic Development Queensland that Council's acceptance of the proposed transfer of land, identified as Lot 900 on proposed Survey Plan SP321788, forming part of Stage 3 of Clearview Rise estate, be conditional upon the following:
  - (a) Economic Development Queensland simultaneously facilitate the transfer, to Council, of proposed Lot 145 on SP321788 (i.e. the balance of original Lot 145 SP316830), to enable a viable area of public open space to be provided for residents in the locality, noting that this land was declared surplus to agency requirements in the report produced from the Government Land Register for the period 6-13 July 2020 (former property reference: Lot 145 SP279195);
  - (b) Both Lot 900 on SP321788 and Lot 145 on SP321788 be transferred to Council in fee simple, without the trustee requirement detailed in condition 10 of Development Approval Ref: DEV2020/197;
  - (c) Economic Development Queensland reimburse Council for the Handover Works required to remediate proposed Lot 900 on SP321788 prior to Council's acceptance of the land transfer; and

(d) The transfer of Lot 900 on SP321788 and Lot 145 on SP321788 to Council, occurs at no cost to Council.	
2. Authorise the Chief Executive Officer, or delegate, to sign documentation necessary to facilitate the transfer of proposed Lot 900 on SP321788 and Lot 145 on SP321788 to Council in fee simple, in due course.	
3. Authorise the Chief Executive Officer, or delegate, to sign the easement documentation (as amended) for the creation of public utility easements (including sewerage and drainage infrastructure) within Stage 3 of Clearview Rise estate (Development Approval Ref: DEV2020/197), as shown on proposed Survey Plan SP321788, in due course.	
CARRIED	9/0

Responsible Officer	Manager - Planning & Building Development
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Item Number: C.12 File Number: D20/99258

SUBJECT HEADING: PRELIMINARY NEGOTIATIONS – BUSINESS PARTNERSHIP

Officer's Title: Manager - Economic & Community Development

**Executive Summary:**

*The report provides an opportunity for the new term of Council to consider a proposal initially raised during the last term of Council. Budget has been allocated and work done on sourcing images and concepts.*

<b>Resolution No. OM/10.2020/124</b>	
<b>Moved Cr O'Neil</b>	<b>Seconded Cr Guthrie</b>
<b>That Council note the contents of the report and re-affirm for Councillors Taylor and McMullen to progress discussions.</b>	
CARRIED	9/0

Responsible Officer	Manager - Economic & Community Development
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Cr. O'Neil, having previously foreshadowed a prescribed conflict of interest in this matter (as defined in section 150EI(c)(ii) of the *Local Government Act 2009*), left the meeting at 10.10pm, taking no part in discussions or voting on the matter.



Item Number: C.13 File Number: D20/99259

SUBJECT HEADING: EXPRESSION OF INTEREST - VULNERABLE ROAD USER PROGRAM

Officer's Title: Deputy Director / Strategic Road Management

**Executive Summary:**

*The Department of Transport and Main Roads has announced new funding of \$500,000 to support all road authorities deliver on safety and accessibility for vulnerable roads users.*

*Expressions of interest for funding are now open for the investigation and implementation of lower speed limits in areas of high pedestrian and bicycle rider activities.*

**Resolution No. OM/10.2020/125**

**Moved Cr McMullen**

**Seconded Cr Hancock**

**That Council:**

1. Acknowledge and commend the Department of Transport and Main Roads on its Vulnerable Road User Program and objective of achieving lower speed limits in areas of high pedestrian and bicycle rider activity.
2. Not provide a submission to the expression of interest as Council's current main priorities for speed limit reductions are located on State-Controlled Roads.
3. Write to the Department of Transport and Main Roads advocating and providing support for submissions to be made by the Department under the program for the following locations:
  - a) Burrowes and Cordelia Street, Surat [60km to 50km]; and
  - b) Warrego Highway through Yuleba [80km to 60km]

CARRIED

8/0

**Section 150FA (2)(e) of the Local Government Act 2009**

*For a matter to which the prescribed conflict of interest or declarable conflict of interest relates - the name of each eligible councillor who voted on the matter, and how each eligible councillor voted.*

**Name of each eligible councillor who voted on the matter:**

Mayor Cr. Tyson Golder, Deputy Mayor Cr. Geoff McMullen, Cr. John Birkett, Cr. Mark Edwards, Cr. Julie Guthrie, Cr. Johanne Hancock, Cr. Wayne (George) Ladbrook, Cr. Wendy Taylor

**How each eligible councillors voted:**

Each councillor voted in favour of the motion.

<b>Responsible Officer</b>	<b>Deputy Director / Strategic Road Management</b>
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At cessation of discussion and debate on the abovementioned item, Cr O'Neil returned to the meeting at 10.12pm.

**Item Number:** C.14 **File Number:** D20/99260

**SUBJECT HEADING:** BIGGER BIG RIG PROJECT - MEMORANDUM OF UNDERSTANDING (FINANCIAL DEED)

**Officer's Title:** Deputy Director / Strategic Road Management

**Executive Summary:**

*Visit Roma has committed a \$10,000 contribution towards the Bigger Big Rig Project. This report presented to Council for consideration a draft Memorandum of Understanding (Financial Deed) recognising Visit Roma's financial commitment towards the project.*

**Resolution No. OM/10.2020/126**

**Moved Cr Edwards**

**Seconded Cr Ladbrook**

**That Council authorise the Chief Executive Officer (or delegate) to:**

1. Provide a copy for Visit Roma's review.
2. Informally liaise with Councillors in relation to any proposed amendments.
3. Sign the Memorandum of Understanding (Financial Deed) on behalf of Council with Visit Roma subject to any minor amendments that the parties consider appropriate.

CARRIED

9/0

**Responsible Officer**

**Deputy Director / Strategic Road Management**

Cr Taylor left the meeting at 9.04pm, and returned at 9.07pm.

Cr Edwards left the meeting at 9.08pm, and returned at 9.10pm.

**Item Number:** C.15 **File Number:** D20/99261

**SUBJECT HEADING:** RACECOURSE NORTH ESTATE INJUNE - LAND FOR SALE

**Officer's Title:** Council Buildings & Structures Maintenance Officer / Team Coordination

**Executive Summary:**

*Council completed the development of 22 parcels of land at the 'Racecourse North Estate', Injune in response to community demand for vacant land suitable for the construction of residential housing. The land is described as Lots 8 – 11 and Lots 13 – 30 on SP297126. Council's direction is sought on the disposal of this land.*

**Resolution No. OM/10.2020/127**

**Moved Cr Golder**

**That this lay on the table until a future meeting.**

CARRIED

9/0

**Responsible Officer**

**Council Buildings & Structures Maintenance Officer / Team Coordination**

## LATE CONFIDENTIAL ITEMS

Item Number: LC1 File Number: D20/99900

**SUBJECT HEADING:** OFFER TO PURCHASE LAND AND BUILDINGS AT 29 BOWEN STREET AND 45 - 47 HAWTHORNE STREET

**Officer's Title:** Council Buildings & Structures Maintenance Officer / Team Coordination

### **Executive Summary:**

Council publicly invited tenders for the purchase or lease of the land and buildings at 29 Bowen Street and 45-47 Hawthorne Street Roma. Tenders closed on 24 August 2020. Council received one late offer and declined this offer at its 23 September Ordinary Meeting (OM/09.2020/104).

The interested party has now submitted another offer for Council's consideration.

**Moved Cr Golder**

**Seconded Cr Ladbrook**

**That Council decline the offer received to purchase 29 Bowen Street and 45 – 47 Hawthorne Street, Roma.**

NO VOTE TAKEN

**Responsible Officer**

**Council Buildings & Structures Maintenance Officer / Team Coordination**

### **Resolution No. GM/10.2020/128**

**Moved Cr O'Neil**

**That this matter lays on the table until a future meeting of Council.**

CARRIED

6/3

Cr. 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. Birkett	Cr. Edwards
Cr. Guthrie	Cr. Golder
Cr. Hancock	Cr. Ladbrook
Cr. McMullen	
Cr. O'Neil	
Cr. Taylor	

**Responsible Officer**

**Council Buildings & Structures Maintenance Officer / Team Coordination**

Cr Taylor, having previously foreshadowed a declarable conflict of interest, left the meeting at 10.16pm, taking no part in discussions or voting on the matter.

**Item Number:** LC.2 **File Number:** D20/100183

**SUBJECT HEADING:** COVID-19 RENT REPRIEVE - HIBERNIAN HALL USER DANCE WEST03

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

**Executive Summary:**

*An email was received by Council from Jodie Noon (Principle/Creative Director Dance wEST03) seeking a reduction of her outstanding debtor account and also requesting a continued reduction in the current hire fee for the Hibernian Hall until mid-February 2021.*

**Resolution No. OM/10.2020/129**

**Moved Cr McMullen**

**That this lay on the table until a future meeting.**

**Section 150FA (2)(e) of the Local Government Act 2009**

*For a matter to which the prescribed conflict of interest or declarable conflict of interest relates - the name of each eligible councillor who voted on the matter, and how each eligible councillor voted.*

**Name of each eligible councillor who voted on the matter:**

Mayor Cr. Tyson Golder, Deputy Mayor Cr. Geoff McMullen, Cr. John Birkett, Cr. Mark Edwards, Cr. Julie Guthrie, Cr. Johanne Hancock, Cr. Wayne (George) Ladbrook, Cr. Cameron O'Neil.

**How each eligible councillors voted:**

Each councillor voted in favour of the motion.

CARRIED

8/0

**Responsible Officer**

**Facility Lease Management & Housing Officer / Team Coordinator**

At cessation of discussion and debate on the abovementioned item, Cr Taylor returned to the meeting at 10.16pm.

**Item Number:** LC.3 **File Number:** D20/101332

**SUBJECT HEADING:** GLEN OLIVE ROAD ACCESS - MOUNT HOWE

**Officer's Title:** Deputy Director / Strategic Road Management

**Executive Summary:**

*Following a number of Council meetings and deputations, Council has been considering the current status of Glen Olive Road and potential ways forward. The report provides a further update to Council for consideration.*

**Resolution No. OM/10.2020/130**

**Moved Cr McMullen**

**Seconded Cr Edwards**

**That Council:**

1. Progress action, the implementation of which ensures Glen Olive Road, to the extent that it is identified on Council's Road Register, remains open for use by the public – including but not limited to providing access to the following lots 4WAR12, 3WAR20, 13WAR46, 9WAR46, and 7WAR15.

2. Write to the landowners seeking to formalise the current alignment of Glen Olive Road consistent with Point 1 of this resolution.
3. Write to all landowners, whose land Glen Olive Road currently traverses outside the dedicated road area, seeking to have Glen Olive Road, to the extent that it is identified on Council's Road Register, to remain open for use by the public while Council continues to progress the matter.

CARRIED

9/0

**Section 150FA (2)(e) of the Local Government Act 2009**

*For a matter to which the prescribed conflict of interest or declarable conflict of interest relates - the name of each eligible councillor who voted on the matter, and how each eligible councillor voted.*

**Name of each eligible councillor who voted on the matter:**

Mayor Cr. Tyson Golder, Deputy Mayor Cr. Geoff McMullen, Cr. John Birkett, Cr. Mark Edwards, Cr. Julie Guthrie, Cr. Johanne Hancock, Cr. Wayne (George) Ladbrook, Cr. Cameron O'Neil, Cr. Wendy Taylor

**How each eligible councillors voted:**

Each councillor voted in favour of the motion.

<b>Responsible Officer</b>	<b>Deputy Director / Strategic Road Management</b>
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**Item Number:**

LC.4

**File Number:** D20/102026

**SUBJECT HEADING:**

**CONSIDERATION OF BUDGET AMENDMENT**

**Officer's Title:**

**Manager - Economic & Community Development  
Chief Executive Officer**

**Executive Summary:**

*The report tables a budget amendment for consideration by Council.*

**Resolution No. OM/10.2020/131**

**Moved Cr Golder**

**Seconded Cr Edwards**

**That Council approve the revised 2020/21 financial statements for the budget amendments in the report's attachments:**

- Revenue Policy 2020/21
- Revenue Statement 2020/21
- Revised Budget Financial Statements 2020/21 & following two years
- Revised Budget Financial Statements 2020/21 & following nine years
- Revised Financial Sustainability Ratios 2020/21
- Total Value of Change in Rates and Charges
- Updated Debt (Borrowings) Policy 2020/21

**And that the documents be placed on the Council website:**

<http://www.maranoa.qld.gov.au/council/budgets>

CARRIED

6/3

Cr. 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. Birkett	Cr. Hancock
Cr. Edwards	Cr. O'Neil
Cr. Golder	Cr. Taylor
Cr. Guthrie	
Cr. Ladbroke	
Cr. McMullen	

<b>Responsible Officer</b>	<b>Manager - Economic &amp; Community Development</b>
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**Item Number:** 14.2 **File Number:** D20/99212

**SUBJECT HEADING:** SAVING OF THE BUILDING AT THE ROMA HOSPITAL

**Councillor's Title:** Cr. Tyson Golder

**Executive Summary:**

Mayor Golder requested Council consider relocating the historic timber building which was the former engineers' office in the old board room at the Roma Hospital.

This matter had been laid on the table earlier during the meeting. Council resumed its deliberations.

**Resolution No. OM/10.2020/132**

**Moved Cr Golder**

**Seconded Cr Birkett**

That a report be prepared for an upcoming Council meeting, and in the interim write to the South West Hospital [and Health Service] Board asking them not to enact demolition of the identified building.

CARRIED

9/0

<b>Responsible Officer</b>	<b>Manager – Facilities (Land, Buildings &amp; Structures)</b>
----------------------------	--

**CLOSURE**

There being no further business, the Mayor thanked Council for their attendance and declared the meeting closed at 10.24pm.

**These Minutes are to be confirmed at the next Ordinary Meeting of Council to be held on 11 November 2020, at Surat Shire Hall.**

.....  
Mayor.

.....  
Date.

.....  
Deputy Mayor.

.....  
Date.

## **OFFICER REPORT**

**Meeting:** Ordinary 11 November 2020

**Date:** 3 June 2020

**Item Number:** 5.1

**File Number:** D20/51902

**SUBJECT HEADING:** Council Asset - 236 Edwardes Street, Roma

**Classification:** Open Access

Tanya Mansfield

---

### **Executive Summary:**

Council owns freehold property located at 236 Edwardes Street, Roma that was acquired as part of the Roma Flood Mitigation project. The levee bank on the property must be secured before the house on the property can be offered for sale.

### **Officer's Recommendation:**

That Council:

1. Pursue a development application to subdivide land described as Lot 1 on RP4380 into two lots, as shown on the attached plan of development;
2. Authorise the Chief Executive Officer (or delegate) to give landowner's consent to making a development application for the subdivision and endorse any other documentation necessary to facilitate the creation of the proposed lots; and
3. If the subdivision is approved, offer Lot 1 (being an area of 1,759m<sup>2</sup> with frontage to Edwardes Street, Roma) for sale by tender, and retain Lot 2 (being an area of 2,255m<sup>2</sup>) for the purpose of flood mitigation.

---

### **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).

N/A

### **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
N/A	N/A

### **Context:**

***Why is the matter coming before Council?***

Council's direction is sought on the subdivision and disposal of the Council owned freehold property located at 236 Edwardes Street, Roma and described as Lot 1 on RP4380.

**Background:**

***Has anything already happened in relation to this matter?***

(Succinct overview of the relevant facts, without interpretation)

Council considered the disposal of the freehold property located at 236 Edwardes Street Roma at its Ordinary Meeting held 27 May 2020. Council resolved –

***Resolution No. OM/05.2020/93***

***That the matter lay on the table until the next meeting to receive a costing on subdivision.***

After the meeting, contact was made with John Morrow, Cadastral Surveyor - Fyfe, in regard to the cost of subdivision of the land. John Morrow advised that his company had completed significant work on this particular lot in the past, and were pretty close to finalising a plan of the subdivision prior to Council acquiring the land. Fyfe, on behalf of Council, had undertaken a similar subdivision for the two adjoining properties to the North (shown on attached plan).

As Fyfe had already completed a substantial amount of work on this project, they were asked to finalise the subdivision work and complete and submit a Reconfiguring a Lot (ROL) on Council's behalf. The documentation prepared by Fyfe is attached.

**Sale of Land**

Council purchased the property located at 236 Edwardes Street, Roma in June 2018 as part of the Roma flood mitigation project.

The expected sale price is likely to be less than what Council paid for the property.

At Council's General Meeting held 12 September 2018, Council's direction was sought on the future plans for the property. Council resolved –

***Resolution No. GM/09.2018/28***

***That Council offer the property for sale once the flood mitigation works are completed.***

The flood mitigation works have now been completed.

A property valuation is currently being completed and will be presented to a future Council Meeting, along with tenders received (should Council opt for this method of disposal).



There has been interest expressed in purchasing the property and the interested party has been advised of Council's obligations under the Local Government Regulation 2012 ie. Disposal of valuable non-current asset must be by tender or auction. This person will be advised of Council's decision from the meeting today.

**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)

Maranoa Planning Scheme

***Local Government Regulation 2012 – Reg 227***

**Valuable non-current asset contract – tenders or auction needed first  
227 Valuable non-current asset contract – tenders or auction needed first**

- (1) A local government cannot enter into a valuable non-current asset contract unless it first –
  - (a) Invites written tenders for the contract under *section 228*; or
  - (b) Offers the non-current asset for sale by auction.

- (2) This section is subject to *division 4*.

**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)

Consultation has been held with Manager, Planning & Building Development and Lead Town Planner – Planning & Building Development regarding the proposed subdivision of the land.

Consultation was held with Manager - Construction with regard to placing the property on the market. Information received was that the levee bank works were finished on the land and the Manager - Construction could not see any issues with the disposal of the property.

**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?*

Potential subdivision costs - \$714.30 application fee and, if approved, \$361.80 plan endorsement fee, plus the cost of survey.

Should the property be sold by tender or auction prior to 30 June 2021, the financial income would impact the current year's financial income by the price of the sale.

### 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)*

Fees, charges and upkeep would impact future years' expenditure should the property not be sold.

### 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)*

Another party has expressed interest in purchasing the property.

### 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
Financial Risk	Potential financial loss if the property is sold for less than purchase cost. The property was purchased by Council for a purpose – being to expedite the Roma levee bank project.
Subdivision - Maranoa Planning Scheme	The land is zoned rural and Maranoa Planning Scheme states a minimum area of 300 hectares for new lots. The premises at 0.4047 ha would be under the minimum area.
Subdivision – Maranoa Planning Scheme	The eastern side of the land is impacted by areas of low, significant, high and extreme flood hazard.

### 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 property is Council owned on freehold land. Council can dispose of it through either tender or auction.

If Council opts to sell the property by tender, tender documents will be drafted and the property advertised for sale. Council need not accept all or any tender received.

Before the property can be offered for sale, it is important that the levee bank be protected. The levee will be protected through the subdivision of the land.

Council will retain the back of the property (shown as 2 on the plans attached). The levee bank will be located on 2. This land which is located on the “wrong” side of the levee bank will be prone to flooding and will not be suitable for any future development. Therefore it is recommended that Council retain this land.

**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. Pursue a development application to subdivide land described as Lot 1 on RP4380 into two lots, as shown on the attached plan of development;
2. Authorise the Chief Executive Officer (or delegate) to give landowner’s consent to making a development application for the subdivision and endorse any other documentation necessary to facilitate the creation of the proposed lots; and
3. If the subdivision is approved, offer Lot 1 (being an area of 1,759m<sup>2</sup> with frontage to Edwardes Street, Roma) for sale by tender, and retain Lot 2 (being an area of 2,255m<sup>2</sup>) for the purpose of flood mitigation.

**Link to Operational Plan Function:**

Corporate Plan 2018-2023

Strategic Priority 4: Growing our region

4.10 Facilities

**Supporting Documentation:**

<a href="#"><u>1</u></a>	Planning Report - Reconfiguring Lot 1 on RP4380	D20/98963
<a href="#"><u>2</u></a>	Plan of Development	D20/98936
<a href="#"><u>3</u></a>	Development Application Details	D20/98939
<a href="#"><u>4</u></a>	Smart Map	D20/98941
<a href="#"><u>5</u></a>	Title Search - 236 Edwardes Street	D20/98943

**Report authorised by:**

Deputy Chief Executive Officer/Acting Director Infrastructure Services







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## LIST OF ATTACHMENTS

Attachment	Document
1	DA Form 1
2	Owner's Consent
3	Current Title Search
4	SmartMap
5	Fyfe Pty Ltd Plan of Development

**Disclaimer:** This Planning Report is prepared using data from other sources and any opinions expressed in this report have relied on such data. Out of the Woods Planning can give no guarantee as to the accuracy of the data and any financial decisions based on this report should be made in conjunction with other advice. This report has been prepared for the sole use of the client and may not be used by a third party without the consent of Out of the Woods Planning.

### Document Control:

Version	Description	Author	Date
1.0	Draft	WW	14/10/2020



## 1 EXECUTIVE SUMMARY

### 1.1 INTRODUCTION

We act for the applicant, Fyfe Pty Ltd, and submit a Development Application on their behalf for Council approval for a Development Permit for Reconfiguring a Lot – 1 lot into 2 lots over the subject land.

The subject land, being Lot 1 on RP4380, is located at 236 Edwards Street, Roma and is currently used as a residential property. A levee bank was constructed at the rear of Lot 1 and this proposal is to remove the constraint from the residential property.

The development application is made under the Maranoa Regional Council Planning Scheme which classifies the land as being within the Rural Zone. The proposal has been identified in the Planning Scheme as being Code Assessable.

The application is made in accordance with the *Planning Act 2016* for assessment under the Development Assessment Rules against the current Planning Scheme.

To assist with the processing of the application, we have set out below details of the proposal and supporting information.

### 1.2 APPLICATION SUMMARY

**Table 1: Summary of Application**

Address of Subject Land	236 Edwardes Street, Roma
Real Property Description	Lot 1 on RP4380
Area of Subject Land	4047m <sup>2</sup>
Zone	Rural Zone
Council Overlays	Airport Environs, Agricultural Land, Biodiversity, Bushfire Hazard, Flood Hazard
Name of Landowner	Maranoa Regional Council
Type of Application	Development Permit for Reconfiguring a Lot – 1 Lot into 2 Lots
Level of Assessment	Code Assessable
Referral Agencies	None





## 2 SITE LOCATION AND DESCRIPTION

### 2.1 SITE CHARACTERISTICS

The subject land, being Lot 1 on RP4380, is located at 236 Edwardes Street, Roma and is approximately 1.2km by road north east of Roma CBD, as shown on Figure 1 below. The subject land is identified as being located within the Rural Zone according to the Maranoa Regional Council Planning Scheme.

The subject land contains a dwelling house and a shed. The subject land also contains a levee bank which was constructed by Council in 2013 after the severe floods of 2011/2012.

The site has vehicular access to Edwardes Street which is a bitumen sealed road with grass shoulders. The site also has a frontage to an unnamed road reserve to the south.

The rear half of the subject land is classified as Category B remnant vegetation containing of concern regional ecosystem and essential habitat for the Koala. The watercourse adjoining the subject land at the rear is of stream order 5 and is known as Bungil Creek.

There are no reticulated services to the site other than electricity and telecommunications.

Figure 1: Site Location

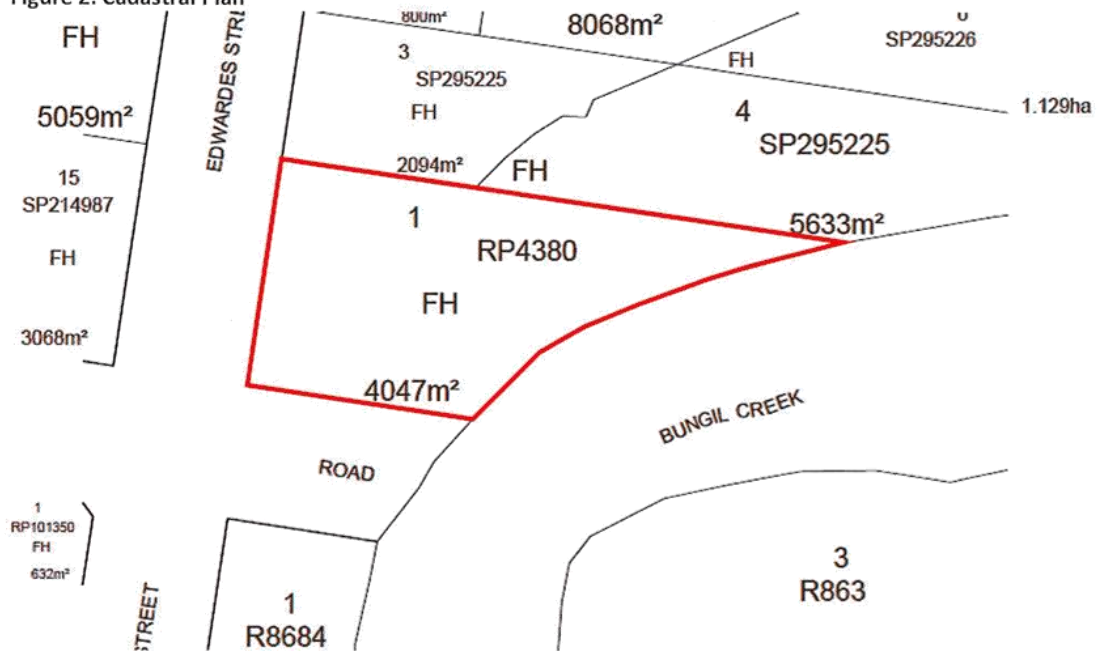


Source: Google Maps





Figure 2: Cadastral Plan



Source: DNRME

Figure 3: Aerial Photo



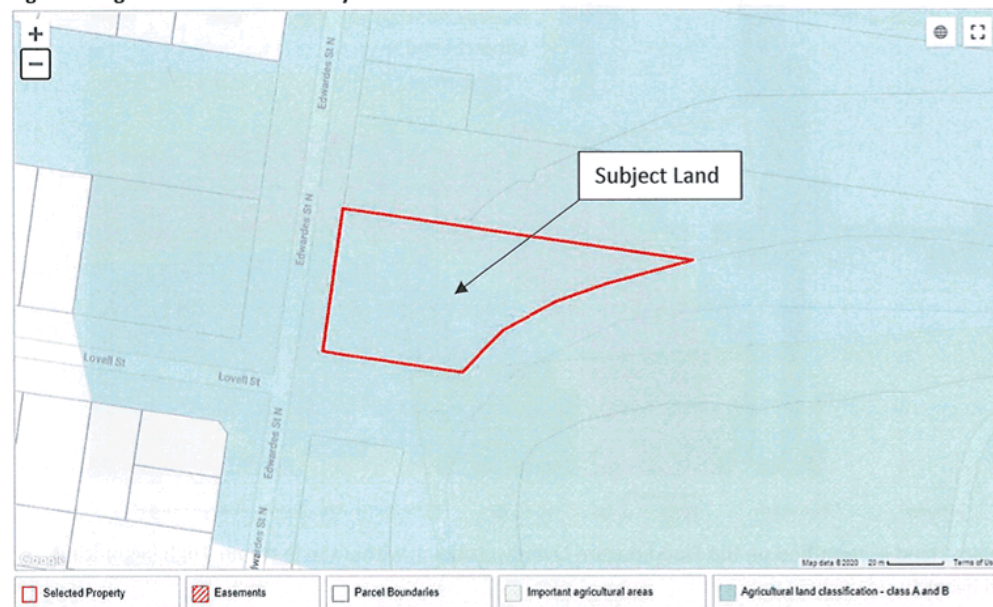
Source: Qld Globe



## 2.2 COUNCIL OVERLAYS

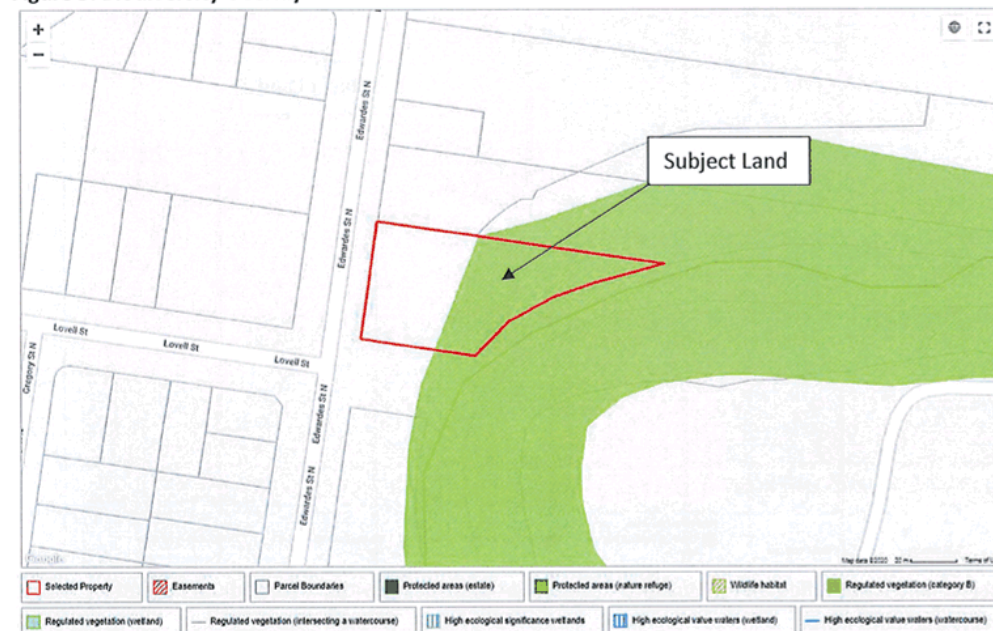
The subject land is affected by Council Overlays as shown in the figures below.

**Figure 4: Agricultural Land Overlay**



The subject land is identified on the Agricultural Land Overlay as having an agricultural land classification of Class A and B.

**Figure 5: Biodiversity Overlay**

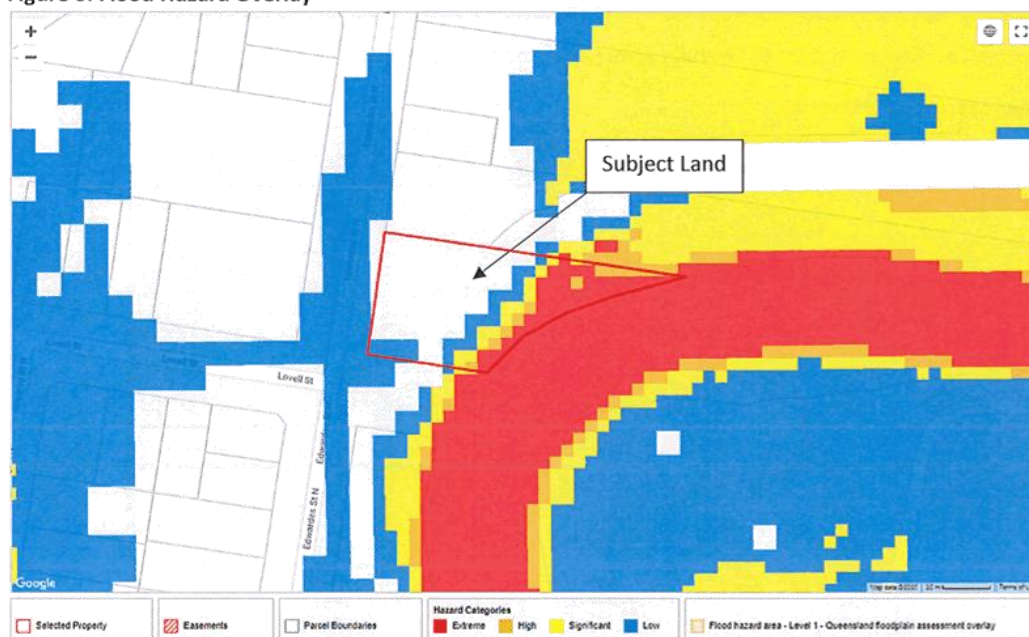


The subject land is identified on the Biodiversity Overlay as containing regulated vegetation (category B).



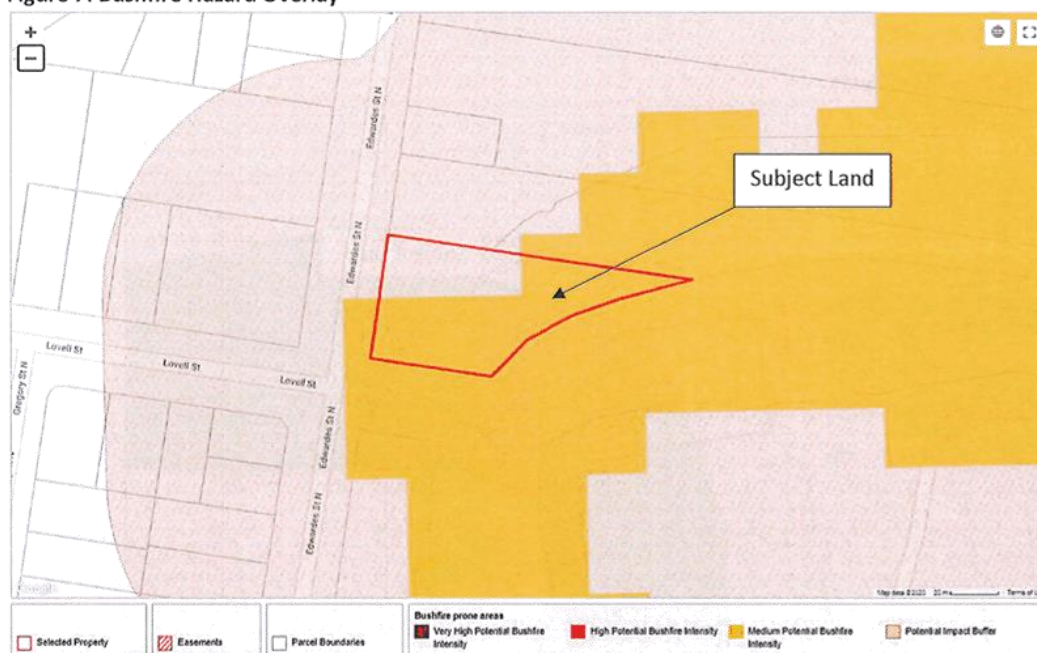


Figure 6: Flood Hazard Overlay



Part of the subject land is identified on the Flood Hazard Overlay as being within the Extreme, High, Significant and Low flood hazard.

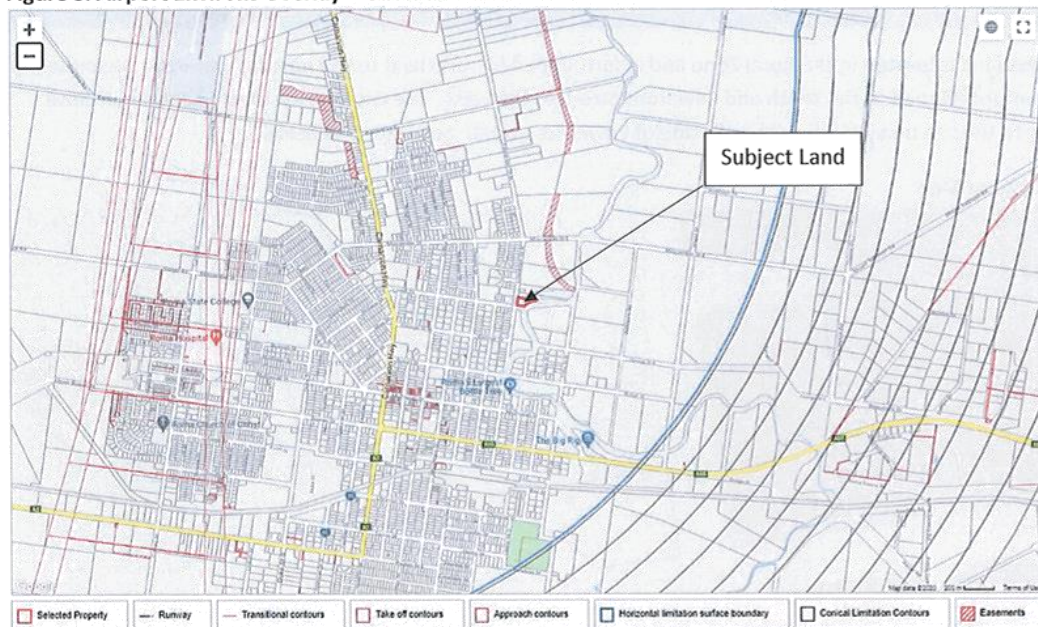
Figure 7: Bushfire Hazard Overlay



Part of the subject land is identified on the Bushfire Hazard Overlay as being within the Medium Potential Bushfire Intensity and buffer area.

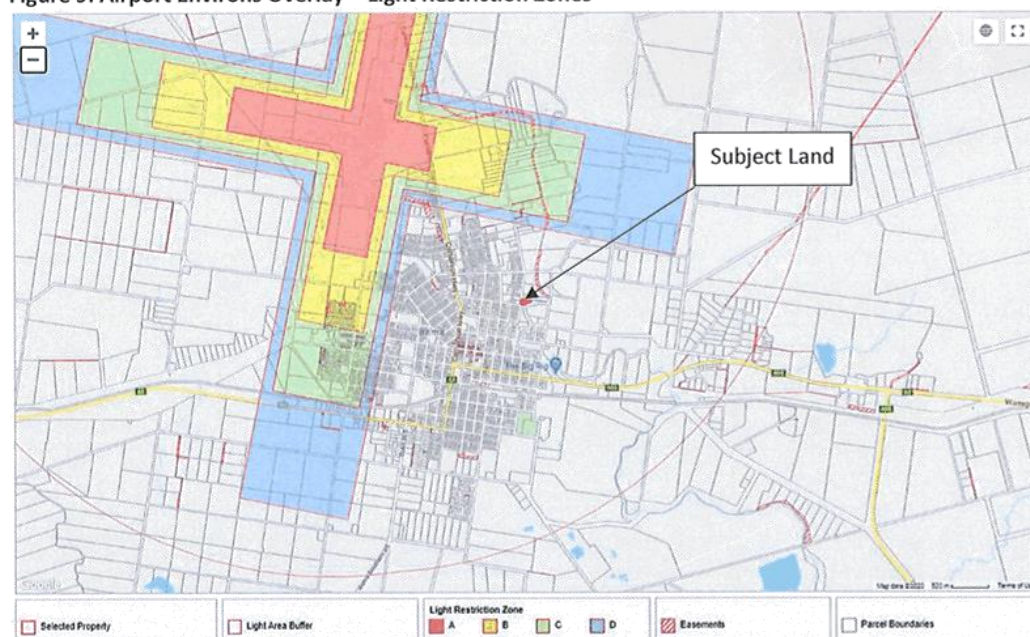


Figure 8: Airport Environs Overlay – Obstacle Limitation Surfaces



The subject land is identified on the Airport Environs Overlay as being within the horizontal limitation surface boundary.

Figure 9: Airport Environs Overlay – Light Restriction Zones



The subject land is identified on the Airport Environs Overlay as being within the light area buffer.

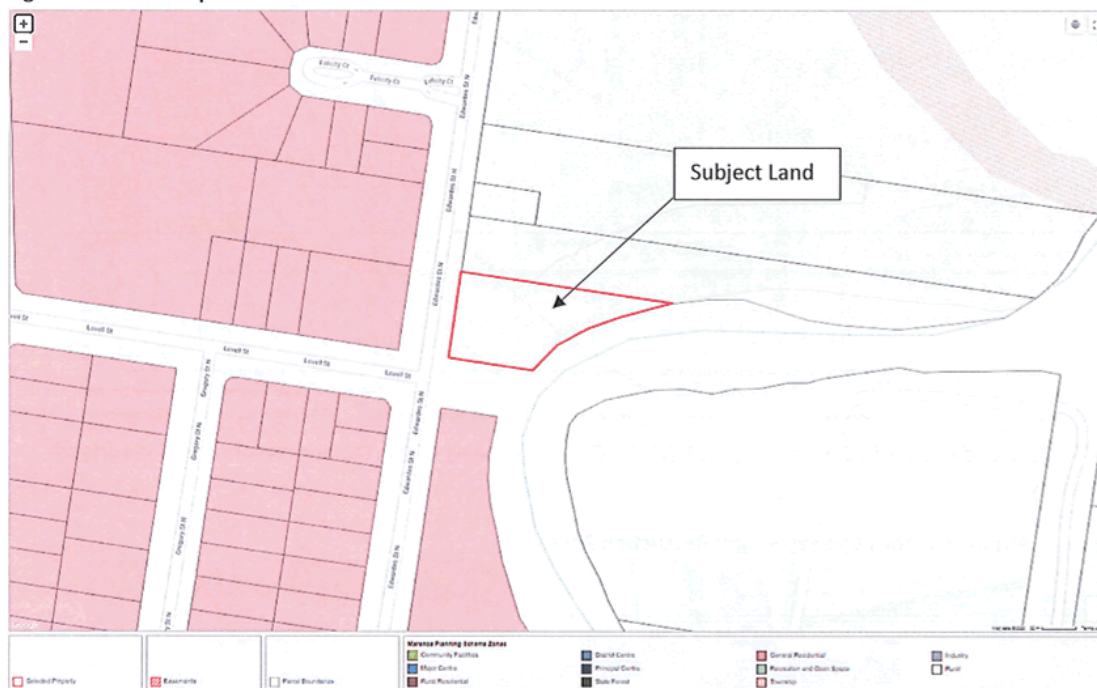




## 2.3 ADJOINING AND SURROUNDING DEVELOPMENT

The subject land is located in the Rural Zone and is surrounded by rural land to the north, a watercourse to the east, an unformed road to the south and Edwardes Street to the west. The General Residential Zone is in close proximity to the site being on the opposite side of Edwardes Street. See Figure 10 below.

Figure 10: Zone Map





### 3 PROPOSED DEVELOPMENT

It is proposed to obtain a Development Permit over the subject land for Reconfiguring a Lot – 1 lot into 2 lots.

Please refer to Plan of Development in **Attachment 5**.

#### 3.1 PROPOSAL

Acceptable Outcome AO43.1 of the Reconfiguring a Lot Code requires land shown on the State Planning Policy interactive mapping system as fully or partly identified as Agricultural Land Classification (ALC) Class A or B having a minimum area of 300 hectares. The subject land is identified as Agricultural Land Classification Class A and B however the original lot size is only 4047m<sup>2</sup> and is not viable as agricultural land given the severe constraints.

Proposed lot sizes are:

Proposed Lot 1 (house lot): 1759m<sup>2</sup>

Proposed Lot 2 (levee bank): 2255m<sup>2</sup>

Proposed Lot 1 is located inside the levee bank and can continue as a residential use. The proposed lot is not considered viable as rural land and is located close enough to the General Residential Zone to not refract from the Rural Zone.

Proposed Lot 2 is undevelopable and suitable as a reserve only.

#### 3.2 SERVICES

Electricity is connected to Proposed Lot 1.

It is not expected that electricity will be required for Proposed Lot 2.

There are no building works or operational works proposed as part of this application and it is not expected that the subdivision will have any impact on stormwater drainage.

#### 3.3 ACCESS AND TRAFFIC

Proposed Lot 1 has vehicular access via an existing crossover from Edwardes Street.

Proposed Lot 2 will have a frontage to an unformed road reserve on the southern boundary of the site. It is expected this will provide access for maintenance to the levee bank on Proposed Lot 2 and adjoining lots containing the levee bank.



## 4 LEGISLATIVE MATTERS

### 4.1 PLANNING ACT 2016

The *Planning Act 2016* is the overriding legislation for this Development Application. Compliance with the Act and any subordinate legislation will be demonstrated and where any conflict exists with compliance, sufficient justification will be provided.

### 4.2 STATE PLANNING POLICY

The subject land has been identified as containing state interests and therefore the State Planning Policy (SPP) is applicable to the development. These interests are detailed in Table 2 below.

**Table 2: State Interests**

State Interest	Details
Agriculture	Important agricultural areas Agricultural land classification – class A and B
Biodiversity	MSES – Wildlife habitat (endangered or vulnerable) MSES – Regulated vegetation (category B) MSES – Regulated vegetation (essential habitat)
Natural Hazards, Risk and Resilience	Flood hazard area – Level 1 – Queensland floodplain assessment overlay Flood hazard area – Local Government flood mapping area Bushfire prone area
Strategic Airports and Aviation Facilities	Light area buffer 6km Wildlife hazard buffer zone

Part 2 of the Maranoa Regional Planning Scheme states that the State Planning Policy has been integrated into the planning scheme and therefore this report is not required to address the above state interests.

### 4.3 DARLING DOWNS REGIONAL PLAN

The subject land is located in the Priority Living Area of the Darling Downs Regional Plan and therefore is consistent with the intent of the Regional Plan.

### 4.4 DEVELOPMENT REFERRALS FOR ASSESSMENT

There are no referrals required under Schedule 10 of the Planning Regulation 2017.





## 5 MARANOA REGIONAL COUNCIL PLANNING SCHEME

### 5.1 APPLICABLE CODES

The following codes of the Maranoa Regional Council Planning Scheme are applicable to this development:

- Reconfiguring a Lot Code
- Agricultural Land Overlay Code
- Airport Environs Overlay Code
- Biodiversity Areas Overlay Code
- Bushfire Hazard Overlay Code
- Flood Hazard Overlay Code

The Codes are addressed in 5.3 below.

The proposed development will demonstrate compliance with all applicable codes and where any conflict exists with compliance, sufficient justification will be provided.

### 5.2 LEVEL OF ASSESSMENT

The proposed development has been identified in the Maranoa Regional Council Planning Scheme Tables of Assessment as Code Assessable.

### 5.3 CODES OF THE MARANOA REGIONAL COUNCIL PLANNING SCHEME

#### 5.3.1 RECONFIGURING A LOT CODE

**Table 3: Reconfiguring a Lot Code**

Performance Outcomes	Acceptable Outcomes	Proposal
<b>PLANNING</b>		
<b>Siting, design and density</b>		
<b>PO 1 Siting</b> Reconfiguring of a lot: (a) accommodates the site's urban and environmental context; (b) responds appropriately to the site's constraints; and, (c) adjoins development of a similar density.		The reconfiguration is appropriate in regards to siting, design and density. The reconfiguration will remove constraints from the residential lot. The density is similar to lots in proximity to the subject land.
<b>PO 2 Lot design – facilitating use</b> Lot design facilitates effective use by: (a) providing an area within the lot sufficient to contain a desired use for the zone. (b) encouraging efficient urban infrastructure and land use; (c) orienting lots to ensure that structures and spaces have the opportunity to maximise solar energy, daylight and breezes; and,		The current use of Proposed Lot 1 is residential. While the property is located in the rural zone, it is not large enough to be viable as a rural use.  Proposed Lot 2 will be heavily constrained with remnant vegetation and a levee bank and will only be appropriate for reserve/park use.





Performance Outcomes	Acceptable Outcomes	Proposal
(d) providing area to accommodate landscaping elements that offer shade, screening or privacy.		
<b>PO 3 Lot design - area</b> The lot area promotes the density suitable for the purpose or intended character of the zone.  In the General residential zone, varied lot sizes promote a range of housing types.		The subject land is in proximity to the General Residential Zone with similar lot sizes as those proposed. The subject land also adjoins a lot of similar size within the Rural Zone.
<b>PO 4 Lot design – irregular shaped lots</b> Irregular shaped lots may be created where the creation of regular lots is impractical.  Note: a significant curve in the road is an example of a sufficient reason for the creation of an irregular shaped lot. An irregular shaped lot is one that has more than one corner with an angle of less than 75 degrees.	<b>AO 4.1</b> Irregular shaped lots have a maximum width to depth ratio of 1:5. <b>AO 4.2</b> Irregular shaped lots have minimum frontages to the street for particular zones as follows: (a) No requirement for the Rural zone or Centre zones; (b) 6 metres minimum for the General residential zone and Township zone; (c) 12 metres minimum for all other zones.  Note: the residential zones are the Rural residential, General residential and Township zones. Centre zones are the Principle, Major and District centre zones.	Not applicable.
<b>PO 5 Lot design – rear lots</b> A rear lot with access easement may be created where: (a) it is not possible for the site to be reconfigured so that all lots have full frontage to a road; (b) the future siting of buildings on the rear lot would not be detrimental to the use of surrounding lots; and, (c) vehicular access to a rear lot will not create nuisance for adjoining lots.	<b>AO 5.1</b> Rear lot access is located on only one side of a full frontage lot. <b>AO 5.2</b> Where two rear lots with access to the same street adjoin each other, a single common driveway and reciprocal access easement is provided. <b>AO 5.3</b> Access easements are a minimum of 6 metres wide, excepting a single residential access easement, which may be 5 metres wide. <b>AO 5.4</b> Rear lots may also be irregular lots, and conform to PO 4 Lot design – irregular shaped lots. Note: all area calculations for rear lots do NOT include access easements.	Not applicable – there are no rear lots.



Performance Outcomes	Acceptable Outcomes	Proposal
<b>PO 6 Lot design – realignment of boundaries</b> Boundaries between lots may be realigned where a clear improvement to the existing alignment is demonstrated.	<b>AO 6.1</b> Boundary realignment results in: (a) the remedying of an encroachment by a building or structure; (b) a more regular shape for the resultant lots; (c) provision of access for a lot that previously had no access or an unsuitable access; or (d) improved rural productivity.	Not applicable.
<b>PO 7 Lot design – internal subdivision</b> Where a building format plan or community titles subdivision is used, the subdivision facilitates an effective use of the lot in a manner that is consistent with the overall outcomes for the zone or local plan area.		Not applicable.
<b>PO 8 Separation of incompatible land uses</b> Lot design and location provides sufficient distances between: (a) future uses within the reconfiguration that have a potential to cause nuisance or hazard and adjacent zones, (b) existing uses outside the zone that have the potential to cause nuisance or hazard and the reconfigured lots, (c) existing or proposed infrastructure that requires buffering and the reconfigured lots, and (d) other natural or constructed hazards and the reconfigured lots.	<b>AO 8.1</b> Future uses that comply with the intent of the zone in which the reconfiguring is occurring are protected from incompatible uses by the minimum separation distances specified for those incompatible uses in this scheme.  <b>AO 8.2</b> Any future uses to be within a reconfiguring and requiring separation from surrounding uses have the separation area contained <i>within</i> the reconfigured lot.	There are no adjoining incompatible uses.
<b>PO 9 Buffers</b> Where buffers will be required between zones, lot design shall include an appropriate allocation of an area for the buffer.	Note: Refer to SC6.2 Planning scheme policy – Landscaping for guidance on designing and establishing landscape buffers.	Not applicable.
<b>Amenity</b>		
<b>PO 10 Streetscape</b> Lot reconfigurations maintain the existing streetscape and character of an area or neighbourhood.	<b>AO 10.1</b> Existing elements within the street are retained wherever possible (including footpaths, street furniture, and street trees).	The reconfiguration will not affect the amenity of the area – it is not proposed to clear vegetation or change the character of the site.





Performance Outcomes	Acceptable Outcomes	Proposal
<b>PO 11 Cultural heritage</b> The physical integrity and significance of cultural heritage discovered during development is retained. Note: Cultural heritage refers to indigenous and non-indigenous cultural heritage.	<b>AO 11.1</b> Protection of cultural heritage is achieved by demonstrated agreement with the appropriate aboriginal or cultural heritage body responsible for the care of that heritage.	There are no works or clearing proposed as part of this development and it is not considered necessary to enter into an agreement with a cultural heritage body at this stage.
<b>Parks, open space and landscaping</b>		
<b>PO 12 Public parks</b> Where a public park forms part of a development, the park: <ul style="list-style-type: none"> <li>(a) is part of a broader network of parks that is planned to deliver a variety of recreation and sporting options, and has a particular role within that network;</li> <li>(b) creates an attractive setting and a focal point for the community;</li> <li>(c) facilitates the retention of native vegetation, water courses, wetlands and other areas of environmental significance and natural and cultural features.</li> </ul>	<b>AO 12.1</b> Public parks are provided in accordance with the Local government infrastructure plan. <b>AO 12.2</b> Public parks are designed and constructed in accordance with: <ul style="list-style-type: none"> <li>(a) the relevant sections of the <i>Capricorn Municipal Development Guidelines</i>;</li> <li>(b) the Operational works landscaping code; and,</li> <li>(c) <i>SC6.2 Planning scheme policy – Landscaping</i> (for guidance on designing and establishing landscape works).</li> </ul> <b>AO 12.3</b> Parks are not located in the high or extreme flood hazard category areas. Where parks contain high or extreme flood hazard category areas, these areas are considered open space, and have minimal or no improvements. <b>AO 12.4</b> The boundary of the park must only adjoin freehold lots to a maximum of 25% of the total length of the boundary.	Not applicable.
<b>PO 13 Open space</b> Where open space forms part of a development: <ul style="list-style-type: none"> <li>(a) the open space is not isolated, but forms part of a legible and interconnected movement and open space network; and,</li> <li>(b) the open space allows for important landmarks or vistas or other areas of high scenic quality to be viewed from the site.</li> <li>(c) facilitates the retention of native vegetation, water courses, wetlands and other areas of</li> </ul>	<b>AO 13.1</b> Areas appropriate for open space are identified during the application process, and proposals for the treatment and long term management of the space are determined prior to the space becoming dedicated as public land.	Not applicable.





Performance Outcomes	Acceptable Outcomes	Proposal
environmental significance and natural and cultural features.		
<b>PO 14 Watercourses</b> Development on land adjacent to a watercourse and its buffer (the riparian area) maintains an appropriate extent of public access to watercourses and minimises the possibility of detrimental 'edge effects'.	<b>AO 14.1</b> New lots do not directly back directly onto the riparian area.  <b>AO 14.2</b> New roads are located between the watercourse buffer and formed lots where possible. Note: AO14.1 does not apply to the subdivision of allotments in the Rural Zone.	A major watercourse of Stream Order 5 adjoins the subject land at the rear and Proposed Lot 2 will most likely form part of the riparian buffer area.  Not applicable.
<b>PO 15 Street trees and Landscaping</b> Street trees and landscaping shall: <ul style="list-style-type: none"> <li>(a) contribute positively to the street;</li> <li>(b) be visually pleasing and create an attractive environment;</li> <li>(c) be located to take account of the direction of the breezes and sun;</li> <li>(d) be located to give privacy and buffering from or for any incompatible uses,</li> <li>(e) be located to avoid interference with electricity lines and other infrastructure; and</li> <li>(f) maintain sight lines at intersections for traffic.</li> </ul>	<b>AO 15.1</b> Subdivisions of greater than 5 lots identify the location and type of street trees proposed for the development during the application process.  <b>AO 15.2</b> Street trees and landscaping shall be designed and constructed in accordance with: <ul style="list-style-type: none"> <li>(a) the <i>Capricorn Municipal Development Guidelines</i>; and,</li> <li>(b) <i>SC 6.2 Planning scheme policy – Landscaping</i> (for guidance on designing and establishing landscape works).</li> </ul>	Not applicable.
<b>ENGINEERING</b>		
<b>Erosion Control</b>		
<b>PO 16 Construction activities</b> Both erosion control and silt collection measures are undertaken to ensure the protection of environmental values during construction.	<b>AO 16.1</b> During construction, soil erosion and sediment is managed in accordance with the <i>Capricorn Municipal Development Guidelines</i> .	Not applicable – there are no construction works required for this development.
<b>Provision of services</b>		
<b>PO 17 Orderly provision of services</b> The provision of services is appropriate to the site's urban context and setting, and fits with the provisioning plans of council. Where out of sequence, the required services are provided.	<b>AO 17.1</b> The development generally accords with the Local government infrastructure plan's progressive and orderly program of expansion for infrastructure within the region.	The subject land is already connected to electricity and telecommunications. It is unlikely that Proposed Lot 2 will require any services due to the constraints on the site.
<b>PO 18 Electricity supply</b> All lots are provided with an adequate supply of electricity.	<b>AO 18.1</b> All lots are connected to the reticulated electricity infrastructure. The connection is to be approved by	Proposed Lot 1 is connected to electricity however electricity is not required for Proposed Lot 2 as it is likely that the lot will become a reserve.





Performance Outcomes	Acceptable Outcomes	Proposal
	the relevant energy regulatory authority. <b>AO 18.2</b> New developments of more than 10 lots are to be supplied with an underground power supply.	Not applicable.
<b>PO 19 Gas supply</b> Where a reticulated gas supply is available: (a) lots are provided with a supply of reticulated gas; and, (b) access to reticulated infrastructure is to be maintained for maintenance and replacement purposes.	<b>AO 19.1</b> Where available, lots are connected to Council's reticulated gas system.	Reticulated gas supply is not available to the site.
<b>PO 20 Water supply</b> To ensure the provision of a potable and fire-fighting water supply: (a) an adequate supply and volume of water is provided to and for the lot; and (b) access to reticulated water infrastructure is maintained for maintenance and replacement purposes.	<b>AO 20.1</b> Within the urban zones, reconfigured lots are connected to Council's reticulated water system in accordance with the <i>Capricorn Municipal Development Guidelines</i> .  Note: urban zones include all zones except for the Rural zone.	Reticulated water supply is not available to the subject land.  Proposed Lot 1 contains a single dwelling with water tanks attached to the building.  Potable water will not be required for Proposed Lot 2 because it is unlikely that the lot will be able to be developed due to the constraints on the site.
<b>PO 21 Effluent disposal</b> To ensure that public health and environmental values are preserved: (a) all lots provide for the effective treatment and disposal of effluent and other waste water; and (b) access to reticulated infrastructure is to be maintained for maintenance and replacement purposes. (c) Where not located in a sewered area, provision is made for an adequate area for the safe and sustainable on-site treatment and disposal of effluent	<b>AO 21.1</b> Within the urban zones, reconfigured lots are connected to Council's reticulated sewerage system in accordance with the <i>Capricorn Municipal Development Guidelines</i> .  <b>AO 21.2</b> Where Council determines that it is not practical to connect to the reticulated sewerage system, the design of lots ensures that future premises can be connected to an onsite effluent disposal system in accordance with <i>AS/NZS 1547:2012</i> .  Note: urban zones include all zones except for the Rural zone.	Not applicable.  Proposed Lot 1 contains a single dwelling with an effluent disposal system.  It is unlikely that Proposed Lot 2 will require effluent disposal as it is unlikely to be developed.
<b>PO 22 Street lighting</b> Street lighting is provided: (a) to ensure safety of vehicles, cyclists and pedestrians; and	<b>AO 22.1</b> Street lighting is designed and constructed in accordance with the <i>Capricorn Municipal Development Guidelines</i> .	Not applicable.



Performance Outcomes	Acceptable Outcomes	Proposal
<p>(b) to an appropriate engineering standard.</p> <p>Access to infrastructure is to be maintained for maintenance and replacement purposes</p> <p>Note: Refer to SC6.2 Planning scheme policy – Landscaping and the Crime Prevention Through Environmental Design (CPTED) Guidelines for Queensland for guidance on achieving this outcome.</p>	<p><b>AO 22.2</b></p> <p>Development provides for lighting of a suitable standard to support the use of all areas and facilities and maintain the safety and security of people and property.</p>	
<b>Stormwater and drainage</b>		
<p><b>PO 23 Stormwater and inter-allotment drainage</b></p> <p>Stormwater is collected and discharged so as to:</p> <ul style="list-style-type: none"> <li>(a) protect the stability of buildings and the use of adjacent land;</li> <li>(b) prevent water-logging of nearby land; and,</li> <li>(c) protect and maintain environmental values.</li> </ul> <p>Access to infrastructure is to be maintained for maintenance and replacement purposes.</p>	<p><b>AO 23.1</b></p> <p>Stormwater and inter-allotment drainage is collected and discharged in accordance with the <i>Capricorn Municipal Development Guidelines</i>.</p>	<p>The development is a minor rural subdivision into two lots and it is not expected that stormwater drainage will change.</p>
<b>Roads and rail</b>		
<p><b>PO 24 Protection of State controlled roads</b></p> <p>Development adjacent to State controlled roads is located to ensure safe and efficient use of the highway, and maintain and enhance the integrity of the highway as a link between centres.</p>	<p><b>AO 24.1</b></p> <p>No direct access to State Controlled Roads is permitted except at existing intersections.</p>	<p>Not applicable – the site is not adjacent to a State-controlled road.</p>
<p><b>PO 25 Rail corridors</b></p> <p>Development adjacent to rail corridors does not prejudice the safety, speed and intended role of existing and future rail corridors.</p>	<p><b>AO 25.1</b></p> <p>The design and construction of the development abutting a railway corridor ensures that the efficient function, operation and maintenance of railway services is maintained, and that there are no adverse impacts on the corridor or on railway operations.</p>	<p>Not applicable – the site is not adjacent to a rail corridor.</p>
<p><b>PO 26 Roads</b></p> <p>Where new roads form part of a development the configuration of roads is responsive to its setting</p> <p>Adequate road access is provided for each lot to the existing road network.</p>	<p><b>AO 26.1</b></p> <p>Each lot has an approved access to the existing road network.</p>	<p>Proposed Lot 1 has an existing access to Edwardes Street.</p> <p>Proposed Lot 2 will have access to an unformed road on the southern side of the lot. This will likely provide access to the lot for maintenance of the levee bank and riparian area.</p>





Performance Outcomes	Acceptable Outcomes	Proposal
Laneway access may be used where it optimises the use of public streets by pedestrians, and minimises pedestrian / vehicle conflict points.	<b>AO 26.2</b> Roads are designed and constructed in accordance (as a minimum) with the <i>Capricorn Municipal Development Guidelines</i> .	Not applicable.
<b>PO 27 Connectivity</b> Roads and paths are effectively connected beyond the site, and integrate the site with existing or planned development on adjoining sites, and to the town as a whole.	<b>AO 27.1</b> Developments avoid the use of cul-de-sacs.	Not applicable.
<b>PO 28 Active transport</b> Paths and bikeways provide for the efficient movement of pedestrians, cyclists, and efficient public transport routes are identified.	<b>AO 28.1</b> Footpaths are provided as a minimum along one side of each road, and along the edges of parks. <b>AO 28.2</b> Footpaths and bikeways are provided in parks and open spaces linking to the surrounding area.	Not applicable.
<b>Access, parking and manoeuvring</b>		
<b>PO 29 Vehicle access</b> Vehicle access is provided to each lot ensuring safe and effective movement of motorists and pedestrians.	<b>AO 29.1</b> All lots connect to the road network via a crossover designed and constructed in accordance with the <i>Capricorn Municipal Development Guidelines</i> . <b>AO 29.2</b> Where access is via an easement, the access road within the easement is to be designed and constructed in accordance with the <i>Capricorn Municipal Development Guidelines</i> .	Proposed Lot 1 has an existing access to Edwardes Street.  Proposed Lot 2 will have access to an unformed road on the southern side of the lot. This will likely provide access to the lot for maintenance of the levee bank and riparian area.
<b>ENVIRONMENTAL</b>		
<b>PO 30 Vegetation retention</b> Development retains vegetation not mapped as MSES where it is: (a) adjacent to water courses and protecting water quality (riparian); (b) protecting an identified habitat; or (c) minimising soil erosion. (d)	Note: MSES areas are mapped on the SPP Interactive Mapping System (Plan Making).	There is no proposal to clear vegetation as part of this development application.
<b>PO 31 Pests</b> Development avoids the introduction of non-native pest species (plant or animal), that pose a risk to ecological integrity.	<b>AO 31.1</b> Development avoids the introduction of non-native pest species.	Not applicable – there are no works proposed.





Performance Outcomes	Acceptable Outcomes	Proposal
<b>PO 32 Watercourse buffers</b> Development ensures the maintenance of riparian areas and water quality including protection from off-site transfer of sediment.	<b>AO 32.1</b> A minimum 10 metre wide vegetated buffer area is provided extending from the high bank of any watercourse. Buffer areas include a cover of vegetation, including grasses.	There is a major watercourse of Stream Order 5 (Bungil Creek) at the rear of the subject land. Proposed Lot 2 contains a levee bank and it is likely that this lot will act as a buffer to the watercourse.
<b>PO 33 Watercourse integrity</b> Bank stability, channel integrity and in-stream habitat is protected from degradation and maintained or improved at a standard commensurate with pre-development environmental conditions.  Development ensures that the natural surface water and groundwater hydrologic regimes of watercourses and associated buffers are maintained to the greatest extent possible.	<b>AO 33.1</b> No direct interference or modification of watercourse channels, banks or riparian and in-stream habitat occurs.  <b>AO 33.2</b> Existing natural flows of surface and groundwater are not altered through channelization, redirection of interruption of flows.	The watercourse, including the banks, will not be interfered with as part of this development. A levee bank was constructed by Council in 2013 after the 2011/2012 floods caused extensive damage to property. The levee bank forms part of Proposed Lot 2 and it is likely that the lot will become reserve land.
<b>PO 34 Water quality</b> The standard of effluent and/or stormwater runoff from premises ensures the quality of surface water is suitable for: (a) the biological integrity of aquatic ecosystems; (b) recreational use; (c) supply as drinking water after minimal treatment; (d) agricultural use or industrial use; and (e) minimises nuisance or harm to adjoining land owners.	<b>AO 34.1</b> Stormwater systems are to be designed and constructed in accordance with the <i>Capricorn Municipal Development Guidelines</i> .	There are no proposed works as part of this development and water quality is not expected to be affected.
<b>PO 35 Sloping land</b> Development is undertaken to ensure: (a) vulnerability to landslip erosion and land degradation is minimised; and (b) that the safety of persons and property is not compromised.	<b>AO 35.1</b> Development is not undertaken on slopes greater than 15%	The property is not sloping.
<b>SAFETY AND RESILIENCE TO HAZARDS</b>		
<b>PO 36 Bushfire hazard area</b> Reconfiguring a lot maintains the safety of people and property by avoiding areas of high bushfire hazard or alternatively, mitigating the risk through the provision of firebreaks.	<b>AO 36.1</b> Additional lots are not formed in bushfire hazard areas identified as high hazard within the State Planning Policy interactive mapping system.	Part of the subject land is located within the Medium Potential Bushfire Hazard on the SPP interactive mapping system.





Performance Outcomes	Acceptable Outcomes	Proposal
<b>PO 37 Flood hazard area</b> Reconfiguring a lot maintains the safety of people and property by avoiding areas of flood hazard.	<b>AO 37.1</b> Additional lots are not created within the Defined Flood Area (1% AEP Event).	The rear part of the subject land is located within the flood hazard overlay. A levee bank has been constructed through Proposed Lot 2 and it is unlikely that the lot will be used for any other purpose than a reserve.  Proposed Lot 1 contains an existing house and is protected from flooding by the levee bank.
<b>PO 38 Electricity transmission line easement</b> Lot layout and design adjoining an electricity transmission line easement ensures adequate separation between lines and occupied areas.	<b>AO 38.1</b> Lot layout and design is in accordance with Schedule 8, Separation distances.	Not applicable.
<b>PO 39 Electricity transmission line easement – vegetation</b> Transmission lines within an electricity transmission line easement are protected from vegetation. Note: please contact Powerlink for location of easements.	<b>AO 39.1</b> Landscaping near electric lines or substations,, is designed and developed so that: (a) no vegetation is planted within 20 metres of a transmission structure or within 5 metres of a transmission line; or, (b) otherwise, on land within an easement, any vegetation at maturity or landscaping structures or works do not exceed 3.5 metres in height; and, (c) on land adjoining an electricity substation boundary, the vegetation foliage at maturity is not within 3 metres of the substation boundary. However, where a substation has a solid wall along any part of its boundary, foliage may extend to, but not above or beyond, that solid wall; and, (d) personnel and vehicular access is available to the electricity infrastructure at all times.	Not applicable.
<b>PO 40 Gas and oil pipelines</b> Provision is made to ensure that future buildings can be located at an appropriate distance from pipelines to ensure community safety and that the operation of the activity is not compromised.  Note: 'Dial Before You Dig' maintains mapping of all flow, trunk and transmission gas lines for public reference.		Not applicable.



Performance Outcomes	Acceptable Outcomes	Proposal
<b>PO 41 Development in the vicinity of an airport</b> Development does not adversely affect the present or future operational needs of airports.		It is not expected that the subdivision will impact the airport.
<b>PO 42 Public safety</b> Development is planned, designed and constructed to enhance public safety and reduce the potential for crime and vandalism.  Note: Refer to SC6.2 Planning scheme policy – Landscaping and the Crime Prevention Through Environmental Design (CPTED) Guidelines for Queensland for guidance on achieving this outcome.	<b>AO 42.1</b> Developments are planned, designed and constructed to: (a) allow passive surveillance into, and visibility within, communal recreational spaces, children's play areas/playgrounds, pathways and car parks; (b) define territory and ownership of public, common, semi-private and private space and avoid the creation of ambiguous spaces adjacent to areas with security issues; and, (c) ensure visibility at access points, pedestrian crossings, speed control devices and intersections is not impeded.	Not applicable – it is not expected that the development will affect public safety or have the potential for crime or vandalism.
<b>Rural zone</b>		
<b>PO 43 Lot size in the Rural zone</b> The reconfiguring of lots within the Rural Zone: (a) occurs primarily to ensure the continued ongoing viability of primary production; (b) minimises the fragmentation of productive rural land; and, (c) allows for the geographical separation of allotments using such features as watercourses, roads, or ridgelines, providing the lots meet minimum size requirements.	<b>AO 43.1</b> For land shown on the State Planning Policy interactive mapping system as fully or partly identified as Agricultural Land Classification (ALC) Class A or B, lots may have a minimum area of 300 hectares; or  <b>AO 43.2</b> For land NOT shown on the State Planning Policy interactive mapping system as Agricultural Land Classification (ALC) Class A or B, lots may have a minimum area of 600 hectares; and	The subject land is identified as Agricultural Land Classification Class A and B however the proposed lot sizes cannot comply AO43.1 given the severe constraints on the site.  The main purpose of the subdivision is to remove the severe constraints of the levee bank and remnant vegetation from the existing house site.  Proposed Lot 2 will most likely be undevelopable and only suitable as a reserve.  Not applicable.





Performance Outcomes	Acceptable Outcomes	Proposal
	<b>AO 43.3</b> Lots may be formed for the purpose of providing a secure supply of bore water to be shared between a number of lots. These lots are only of sufficient size to accommodate and maintain the bore, and are considered an infrastructure provided to support rural production.	Not applicable.
<b>PO 44 Stock route network</b> The stock route network (identified in overlay SPP – Economic Growth these – Agriculture – stock routes) is protected from incompatible development on adjoining sites.		Not applicable – the subject land is not located near a stock route.



### 5.3.2 AGRICULTURAL LAND OVERLAY CODE

Table 4: Agricultural Land Overlay Code

Performance outcomes	Acceptable outcomes	Proposal
<b>PLANNING</b>		
<b>Use and density</b>		
<b>PO 1 Use</b> Development on ALC Class A and Class B land is limited to:- (a) rural uses that make use of and rely upon the quality of the agricultural land resource; (b) complementary uses that are essential to on-site farming practice.	<b>AO 1.1</b> Development on ALC Class A and Class B land is limited to the following:- (a) uses in the Rural activities activity group, excluding permanent plantation; (b) complementary uses in the form of caretaker's accommodation, dwelling house, home-based business, landing and nature based tourism.  <b>AO 1.2</b> Development ensures that for any site, the total area of ALC Class A and Class B land covered by all of the following does not exceed 1,000 square metres: - (a) buildings and structures except for buildings and structures associated with the primary agricultural use, and used for a productive purpose; (b) on-site car and truck parking, access and manoeuvring areas; (c) on-site waste water treatment systems and subsurface irrigation areas.  Note—other uses or development will only be permitted to occur on ALC Class A and Class B land where:- (a) an overriding need exists for the development in terms of public benefit; (b) no suitable alternative site exists; and (c) loss or fragmentation of ALC Class A and Class B land is minimised to the extent possible.	The subject land is not viable as agricultural land due to the constraints on the site.  The subdivision is justified given the location of the levee bank and remnant vegetation on the site.
<b>PO 2 Separation – residential uses</b> Development for residential activities and other sensitive land uses does not adversely impact on the ongoing operational efficiency and productive agricultural use of ALC Class A and Class B land.  Note: Sensitive land uses are defined in the State Planning Policy.	<b>AO 2.1</b> No acceptable outcome provided.  Note—to demonstrate compliance with this performance outcome, an assessment of appropriate separation distances and buffers between the proposed development and areas of ALC Class A and Class B land may need to be undertaken in accordance with the State Planning Policy Guideline: State Interest—Agriculture.	The subject land is not viable as agricultural land and Proposed Lot 1 will most likely only be suitable as residential land. Proposed Lot 2 will only be suitable as reserve land.  Given the location is in close proximity to a residential area, it is not expected that the subdivision will impact on productive agricultural land.





Performance outcomes	Acceptable outcomes	Proposal
<b>PO 3 Fragmentation - subdivision</b> Reconfiguring a lot involving ALC Class A and Class B land does not result in lot sizes or lot configurations that lead to:- <ul style="list-style-type: none"> <li>(a) fragmentation of rural land and loss of land for viable rural production;</li> <li>(b) proposed lots intended for general residential or rural residential use;</li> <li>(c) loss of flexibility in the way landholdings are used for agricultural production.</li> </ul>	<b>AO 3.1</b> Development ensures that the lot size of all created lots complies with minimum lot sizes required by the Reconfiguring a lot code.	The proposed subdivision does not fragment viable rural land.  Proposed Lot 1 will most likely only be suitable as residential land however the property is located in close proximity to a residential zone and it is not expected the proposal will impact agricultural land.
<b>PO4 Fragmentation – boundary realignment</b> The boundaries of existing lots containing ALC Class A and Class B land are not rearranged, unless it can be demonstrated that a rearrangement of lot boundaries would:- <ul style="list-style-type: none"> <li>(a) aggregate ALC Class A and Class B land resources and maximise the utility of the land for agricultural purposes;</li> <li>(b) provide for better land management; and</li> <li>(c) not give rise to, or worsen, land use conflicts between agricultural and residential land uses.</li> </ul>	<b>AO 4.1</b> No acceptable outcome provided.	Not applicable.
<b>ENGINEERING</b>		
<b>Stormwater and Drainage</b>		
<b>PO5 Stormwater and Drainage</b> Development for non-agricultural purposes is located, designed and constructed to minimise the impact of sediment and stormwater run-off on ALC Class A and Class B land.	<b>AO5</b> No acceptable outcome provided.	It is not expected that the subdivision will affect stormwater runoff.



### 5.3.3 BIODIVERSITY AREAS OVERLAY CODE

Table 5: Biodiversity Areas Overlay Code

Performance outcomes	Acceptable outcomes	Proposal
<b>ENVIRONMENTAL</b>		
<b>PO 1 Biodiversity</b> (a) Development is located in areas that avoid significant adverse impacts on matters of State environmental significance; (b) facilitates the protection and enhancement of matters of State environmental significance; and, (c) preserves or enhances ecological connectivity.		The proposed subdivision will protect MSES land by dedicating Proposed Lot 2 as reserve land.
<b>PO 2 Protected environment</b> Development retains environments and vegetation described as matters of State environmental significance (MSES), protected under the following legislation: <ul style="list-style-type: none"> <li>• <i>Nature Conservation Act 1992</i></li> <li>• <i>Fisheries Act 1994</i></li> <li>• <i>Environmental Protection Act 1994</i></li> <li>• <i>Vegetation Management Act 1999</i></li> <li>• <i>Environmental Offsets Act 2014</i>.</li> </ul>	<b>AO 2.1</b> Development located on sites containing matters of State environmental significance is located outside of those areas of environmental significance and does not result in a significant impact on the relevant environmental values, or  Where development occurs within areas of mapped State environmental significance, that development is located, designed and operated to mitigate significant impacts on the relevant environmental values.  Note: a report certified by an appropriately qualified person may be required to demonstrate:- <ul style="list-style-type: none"> <li>(a) that the development will not result in significant impacts on relevant environmental values;</li> <li>(b) that a site does not contain any matters of environmental significance, or that the extent of the area of environmental significance is different to that mapped;</li> <li>(c) how the proposed development mitigates impacts, including on water quality, hydrology and biological processes.</li> </ul>	All vegetation will be retained and it is not expected that there will be any impacts on environmental values.  It is not considered necessary that a report from an appropriately qualified person will be required given the low impact of the proposal.
<b>Watercourses and wetlands</b>		
<b>PO3 Wetland buffers</b> An adequate buffer to wetlands is provided and maintained to assist in the maintenance of water quality, existing hydrological characteristics, habitat and visual amenity values.	<b>AO 3.1</b> A wetland buffer is provided and maintained which has a minimum width of:- <ul style="list-style-type: none"> <li>(a) 50 metres where the wetland is located within an urban or rural residential zoned area; or</li> </ul>	It is expected that Proposed Lot 2 will act as a buffer between the watercourse and the residential area.





Performance outcomes	Acceptable outcomes	Proposal
	<p>(b) 200 metres where the wetland is located outside an urban or rural residential zoned area.</p> <p>An alternative wetland buffer may be provided and maintained, the width of which is supported by an evaluation of the environmental values and potential threats to the wetland.</p> <p><b>AO 3.2</b></p> <p>Development involving vegetation clearing or high impact earthworks does not occur in a wetland buffer.</p> <p>Editor's note—high impact earthworks has the meaning given in the <i>Planning Regulation 2017</i>.</p>	
<p><b>PO4 Watercourses</b></p> <p>Development:-</p> <p>(a) retains, enhances and maintains the environmental values and functioning of watercourses;</p> <p>(b) provides and maintains adequate vegetated buffers and setbacks to watercourses;</p> <p>(c) maintains and restores connectivity between aquatic habitats and access for fish along watercourses/waterways and into key habitats.</p>	<p><b>AO 4.1</b></p> <p>A minimum width buffer is provided on either side of a MSES watercourse (Stream Order 1 or 2: 25m, Stream order 3 or 4: 50m, Stream order 5 or greater: 100m).</p> <p><b>AO 4.2</b></p> <p>Development does not involve the removal of native vegetation from a watercourse or watercourse buffer.</p> <p><b>AO 4.3</b></p> <p>Cleared, degraded or disturbed watercourses and watercourse buffer areas within the site are rehabilitated along their full length in accordance with a detailed rehabilitation plan *.</p> <p><b>AO 4.4</b></p> <p>Site layout does not impact upon the natural drainage systems associated with the primary watercourse.</p> <p><b>AO 4.5</b></p> <p>Development is undertaken in accordance with an approved environmental management plan that sufficiently protects the watercourse.</p> <p><b>AO 4.6</b></p> <p>All in-stream development works ensures that movement of fish across watercourse/waterway barriers is catered for and that lateral and longitudinal migrations can be maintained within the whole of the system.</p> <p>Note— *a rehabilitation plan should include:-</p> <p>(a) appropriate rehabilitation and restoration methods for bed/banks and in-stream and watercourse vegetation for watercourses;</p>	<p>The proposed reconfiguration will provide a buffer of approximately 50m to Bungil Creek.</p> <p>It is not proposed to clear any vegetation as part of the subdivision.</p>



Performance outcomes	Acceptable outcomes	Proposal
	(b) management measures of weed species; (c) consideration of fauna habitat (including relevant international agreements such as CAMBA, JAMBA and Ramsar); (d) provision of buffers in the form of riparian vegetation and separation by way of distance between the development and the vegetated buffers; (e) proposed planting regimes (utilising species appropriate to the area); (f) proposed measures for the protection of vegetation and habitat whilst rehabilitation works are being undertaken.	
<b>Vegetation Retention</b>		
<b>PO 5 Vegetation corridors</b> Existing ecological corridors are protected and where possible enhanced, and have dimensions and characteristics that will:- (a) effectively link habitats on and/or adjacent to the development site; (b) facilitate the effective movement of terrestrial or aquatic fauna using the development site as habitat.	<b>AO 5.1</b> Where development is within a corridor, native vegetation is retained, regenerated and rehabilitated. <b>AO 5.2</b> Development within an ecological corridor mitigates adverse impacts on native fauna feeding, nesting, breeding and roosting sites and native fauna movements, including (but not limited to):- (a) ensuring that development (e.g. roads, pedestrian access, in-stream structures) during both the construction and operation phases does not create barriers to the movement of fauna along or within ecological corridors; (b) providing wildlife movement infrastructure where necessary and directing fauna to locations where wildlife movement infrastructure has been provided to enable fauna to safely negotiate a development area; (c) separating fauna from potential hazards (e.g. through appropriate fencing). Note: - where an ecological corridor is required to facilitate fauna movement, access or use of on-site habitat, the dimensions and characteristics of the ecological corridor will need to be determined by a site-specific ecological assessment.	It is not proposed to clear native vegetation or any vegetation corridors. This small reconfiguration will not impact on ecological values.
<b>PO 6 Habitat</b> Development protects the habitat of endangered, vulnerable and near threatened species and local species of significance.	<b>AO 6.1</b> Development incorporates siting and design measures to protect and retain identified ecological values and	Given there is no vegetation clearing, habitat values will not be impacted.





Performance outcomes	Acceptable outcomes	Proposal
	<p>underlying ecosystem processes within or adjacent to the development site.</p> <p><b>AO 6.2</b> Other forms of potential human disturbance to these areas, such as presence of vehicles, pedestrian use, increased exposure to domestic animals, noise and lighting impacts, are avoided, or alternatively adverse impacts are sufficiently mitigated to retain critical life stage ecological processes (such as feeding, breeding or roosting).</p>	



## 5.3.4 BUSHFIRE HAZARD OVERLAY CODE

Table 6: Bushfire Hazard Overlay Code

Performance outcomes	Acceptable outcomes	Proposal
<b>PLANNING</b>		
<b>Siting and density</b>		
<b>PO 1 Density</b> Development maintains the safety of people and property from the adverse impacts of bushfire by avoiding a higher concentration of people living or congregating in bushfire hazard areas.	<b>AO 1</b> Development which will materially increase the number of people living or congregating on premises, including reconfiguring a lot, avoids confirmed medium, high or very high bushfire hazard areas. This includes, but is not limited to, the following uses:- (a) child care centre; (b) community care centre; (c) community residence; (d) community use; (e) detention facility; (f) educational establishment; (g) emergency services; (h) hospital; (i) indoor sport, recreation and entertainment; (j) outdoor sport, recreation and entertainment; (k) relocatable home park; (l) residential care facility; (m) retirement facility; (n) tourist attraction; and (o) tourist park.	The proposal does not increase the number of people living or congregating on the premises as it is expected that Proposed Lot 2 will only be suitable as reserve land.
<b>PO 2 Lot design</b> The lot layout of new development is designed to:- (a) mitigate any potential bushfire hazard; (b) provide safe building sites.	<b>AO 2.1</b> Residential lots are designed so that their size and shape allow for efficient emergency access to buildings for fire fighting appliances (e.g. by avoiding battle-axe/hatchet lots and long narrow lots with long access drives to buildings). <b>AO 2.2</b> Residential lots are designed to provide building envelopes in the lowest bushfire hazard area within the lot.	Proposed Lot 1 contains an existing house. There is sufficient access for fire fighting appliances.
<b>ENGINEERING</b>		
<b>Provision of Services</b>		
<b>PO 3 Water supply</b> Dwellings are provided with an adequate water supply for fire fighting	<b>AO 3.1</b> Premises are connected to the reticulated water supply infrastructure network; or,	The subject land is located within the Medium Potential Bushfire Hazard. It is unclear if the dwelling contains a water supply capacity of 45,000 litres.





Performance outcomes	Acceptable outcomes	Proposal
<p>purposes which is reliable, safely located and freely accessible.</p>	<p>Where there is no reticulated water supply:-</p> <ul style="list-style-type: none"> <li>(a) each dwelling is provided with a minimum water supply capacity of 45,000 Litres dedicated for fire fighting purposes;</li> <li>(b) and the water supply dedicated for fire fighting purposes is:- <ul style="list-style-type: none"> <li>(i) sourced from a separate tank;</li> <li>(ii) or where sourced from the main water supply tank for the dwelling, the building's take off connection from the tank is at a level that allows 45,000 Litres to be dedicated for firefighting purposes;</li> <li>(iii) a swimming pool or dam equipped with the necessary improvements to enable access for fire fighting purposes.</li> </ul> </li> </ul> <p><b>AO 3.2</b></p> <p>The water supply outlet for fire fighting purposes is:-</p> <ul style="list-style-type: none"> <li>(a) located remote from any potential fire hazards such as venting gas bottles;</li> <li>(b) provided with an outlet pipe 50mm in diameter and fitted with a 50mm male camlock (standard rural fire brigade fitting); and,</li> <li>(c) provided with an accessible all-weather hardstand area for use by fire vehicles that is located within 6 metres of the outlet, or the swimming pool or dam.</li> </ul>	
<b>Roads</b>		
<p><b>PO 4 Firefighting and escape routes</b></p> <p>Where development involves provision of a new public or private road, the layout, design and construction of the road:-</p> <ul style="list-style-type: none"> <li>(a) allows easy and safe movement away from any encroaching fire;</li> <li>(b) allows easy and safe access for fire fighting and other emergency vehicles; and,</li> <li>(c) provides for alternative safe access and evacuation routes should access in one direction be blocked in the event of a fire.</li> </ul>	<p><b>AO 4.1</b></p> <p>Where additional lots are created, the road layout forms connected roads and wherever possible avoids cul-de-sacs and no-through roads.</p> <p><b>AO 4.2</b></p> <p>Roads have a maximum gradient of 12.5%.</p>	<p>Not applicable – there are no new roads.</p>



Performance outcomes	Acceptable outcomes	Proposal
<b>PO 5 Firebreaks</b> Fire breaking trails are located, designed and constructed to prevent the spread of fire by:- (a) ensuring adequate access for fire fighting and other emergency vehicles; (b) provides for alternative safe access and evacuation routes for both residents and emergency personnel should access in one direction be blocked in the event of a fire. (c) providing for the separation of developed areas and adjacent high or very high bushfire hazard areas.	<b>AO 5.1</b> Where development involves the creation of a new road, fire breaking trails are:- (a) provided along and within a cleared road reserve, and have a minimum width of 20 metres; (b) have a maximum gradient of 12.5%; and, (c) located between the development site and hazardous vegetation. Or,  Where development does not involve the creation of a new road, fire breaking trails are provided between the development site and hazardous vegetation. Such fire breaking trails:- (a) have a cleared minimum width of 6 metres; (b) have a maximum gradient of 12.5%; (c) provide continuous access for fire fighting vehicles; (d) allow for vehicle access every 200 metres; (e) provide passing bays and turning areas for fire fighting appliances at frequent intervals; (f) have a minimum cleared height of 4 metres; (g) have formed width, gradient and erosion control devices, and are provided to all-weather standard; and (h) are located within an access easement that is granted in favour of the Council and the Queensland Fire and Rescue Service.	Not applicable.
<b>SAFETY AND RESILIENCE TO HAZARDS</b>		
<b>PO 6 Bushfire hazard mitigation plan</b> Bushfire mitigation measures are adequate for the potential bushfire hazard level of the site, having regard to the following:- (a) vegetation type; (b) slope; (c) aspect; (d) on-site and off-site bushfire hazard implications of the particular development;	<b>AO 6.1</b> The level of bushfire hazard shown on the SPP interactive mapping system (plan making) is confirmed via the preparation of a site-specific bushfire hazard assessment and management plan; and, development is located, designed and operated in accordance with the bushfire hazard management plan.	It is not considered necessary to prepare a bushfire management plan for this small reconfiguration.





Performance outcomes	Acceptable outcomes	Proposal
(e) bushfire history; (f) conservation values of the site; (g) ongoing maintenance. Note—where a bushfire hazard assessment and management plan has previously been approved for the development proposed on the site (e.g. as part of a prior approval), design of the proposed development in accordance with that plan shall be taken as achieving compliance with this performance outcome of the code.		
<b>PO 7 Community infrastructure</b> Community infrastructure is able to function effectively during and immediately after bushfire events.	<b>AO 7.1</b> Community infrastructure is located outside confirmed medium, high or very high bushfire hazard areas; or,  Where located in a confirmed medium, high or very high bushfire hazard area, community infrastructure is designed to function effectively during and immediately after bushfire events in accordance with a bushfire hazard management plan.	Not applicable.
<b>PO 8 Hazardous substances</b> Public safety and the environment are not adversely affected by the detrimental impacts of bushfire on hazardous materials either manufactured or stored in bulk.	<b>AO 8.1</b> Development involving the manufacture or storage of hazardous materials in bulk is not located within a medium or high or very high bushfire hazard area.	Hazardous substances will not be kept on the site.



### 5.3.5 AIRPORT ENVIRONS OVERLAY CODE

Table 7: Airport Environs Overlay Code

Performance outcomes	Acceptable outcomes	Proposal												
<b>PLANNING</b>														
<i>Use, density and built form</i>														
<b>PO 1 Height - OLS</b> Development does not cause an obstruction or hazard to the safe movement of aircraft by any temporary or permanent intrusion of a physical structures into the airport's operational airspace.	<b>AO 1.1</b> The obstacle limitation surface (OLS) of the airport is not intruded upon by: <ul style="list-style-type: none"> <li>(a) buildings;</li> <li>(b) structures (both freestanding or attached to buildings, including signs, masts or antennae); or,</li> <li>(c) vegetation.</li> </ul> Note: where proposed development is likely to intrude into the OLS of the airport, it is highly recommended that CASA and Airservices Australia be consulted prior to the lodgement of any development application to determine how compliance with performance outcome PO1 can be achieved.	The existing building is single storey and is not expected to intrude on the OLS.												
<b>PO 2 Height – Communications</b> Development ensures that temporary or permanent physical structures located within an aviation facility's building restricted area do not interfere with the safe and continued functioning of the aviation facility.	<b>AO 2.1</b> Buildings, structures, trees, fences or any other physical obstructions (including overhead power and telecommunications cables) located in the building restricted area <table border="1"> <thead> <tr> <th>Building restricted area</th><th>Description</th><th>Action required</th></tr> </thead> <tbody> <tr> <td>Zone A</td><td>               If development is located:               <ul style="list-style-type: none"> <li>a. within 100m of the VHF antenna</li> <li>OR</li> <li>b. between 100-600m from the centre of the VHF antenna and the development will cross the zone boundary (defined as an elevation angle of 2 degrees starting at 10mAGH).</li> </ul> </td><td>All applications must be referred to Airservices Australia for assessment. Applications should be assessed against the relevant provisions of the SPP code.</td></tr> <tr> <td>Zone B</td><td>If development is located between 100-600m from the centre of the VHF antenna and the development will not cross the zone boundary.</td><td>No requirements. Airservices Australia should be advised of proposals for large obstructions.</td></tr> <tr> <td>Area of interest</td><td>If development is located between 600-2000m from the antenna</td><td>No requirements. Airservices Australia should be advised of proposals for large obstructions.</td></tr> </tbody> </table> General guidance:	Building restricted area	Description	Action required	Zone A	If development is located: <ul style="list-style-type: none"> <li>a. within 100m of the VHF antenna</li> <li>OR</li> <li>b. between 100-600m from the centre of the VHF antenna and the development will cross the zone boundary (defined as an elevation angle of 2 degrees starting at 10mAGH).</li> </ul>	All applications must be referred to Airservices Australia for assessment. Applications should be assessed against the relevant provisions of the SPP code.	Zone B	If development is located between 100-600m from the centre of the VHF antenna and the development will not cross the zone boundary.	No requirements. Airservices Australia should be advised of proposals for large obstructions.	Area of interest	If development is located between 600-2000m from the antenna	No requirements. Airservices Australia should be advised of proposals for large obstructions.	Not applicable.
Building restricted area	Description	Action required												
Zone A	If development is located: <ul style="list-style-type: none"> <li>a. within 100m of the VHF antenna</li> <li>OR</li> <li>b. between 100-600m from the centre of the VHF antenna and the development will cross the zone boundary (defined as an elevation angle of 2 degrees starting at 10mAGH).</li> </ul>	All applications must be referred to Airservices Australia for assessment. Applications should be assessed against the relevant provisions of the SPP code.												
Zone B	If development is located between 100-600m from the centre of the VHF antenna and the development will not cross the zone boundary.	No requirements. Airservices Australia should be advised of proposals for large obstructions.												
Area of interest	If development is located between 600-2000m from the antenna	No requirements. Airservices Australia should be advised of proposals for large obstructions.												





Performance outcomes	Acceptable outcomes	Proposal
	<ul style="list-style-type: none"> <li>The propagation distance for VHF signals is governed by the line of sight from the antenna at the transmitting site. Generally, the antenna is mounted so that it is clear of obstructions such as trees, buildings and hills.</li> <li>Substantial structures are generally prohibited within Zone A.</li> </ul> <p><b>Figure 8.2.2A</b></p> <p><b>AO 2.2</b> Buildings, structures, trees, fences or any other physical obstructions (including overhead power and telecommunications cables) located in the building restricted area of the Roma Airport non-directional beacon (NDB) facility:-</p> <ol style="list-style-type: none"> <li>do not penetrate into 'Zone A' as identified on Figure 8.2.2B (Roma Airport NDB facility building restricted area); and</li> <li>are wholly contained within 'Zone B' as identified on Figure 8.2.2B.</li> </ol> <p><b>Figure 8.2.2B Roma Airport NDB facility building restricted area</b></p> <p><b>AO 2.3</b> For all other aviation facilities—no acceptable outcome provided.</p>	
<p><b>PO 3 Buffers</b> Development does not cause an obstruction or hazard to the safe movement of aircraft within the airport's operational airspace through the attracting of wildlife, in particular flying vertebrates such as birds or bats, in significant numbers.</p>	<p><b>AO 3.1</b> Uses involving the bulk handling or disposal of putrescible waste, such as landfill and waste transfer facilities located within a wildlife hazard buffer zone (i.e. within 13 kilometres of an airport's runway), include measures to reduce the potential to attract birds and bats.</p>	<p>The proposed development does not have the potential to attract birds or bats.</p>





Performance outcomes	Acceptable outcomes	Proposal
	<p><b>AO 3.2</b> Uses involving the following activities are not located within 3 kilometres of an airport's runway:-</p> <ul style="list-style-type: none"> <li>(a) aquaculture, except where using a recirculating aquaculture system contained within sheds;</li> <li>(b) intensive animal industry;</li> <li>(c) animal keeping, where involving a wildlife or bird sanctuary; and</li> <li>(d) industrial uses, where involving food processing plants or stock handling or slaughtering.</li> </ul> <p><b>AO 3.3</b> Where outdoor recreation and entertainment activities, or uses or activities listed in AO 3.2 (above) are located between 3 and 8 kilometres of an airport's runway:-</p> <ul style="list-style-type: none"> <li>(a) potential food and waste sources are covered or otherwise secured so they do not present a food source for domestic or other wildlife; and</li> <li>(b) development includes measures to reduce the potential to attract birds and bats.</li> </ul> <p><b>AO 3.4</b> Landscaping and drainage works (including artificial waterbodies) forming part of development located within 3 kilometres of an airport's runway, are designed and installed to minimise bird and bat attracting potential (such as avoidance of fruiting and/or flowering plant species).</p>	
<b>Avoiding nuisance</b>		
<p><b>PO 4 Lighting</b> Development does not cause an obstruction or hazard to the safe movement of aircraft within the airport's operational airspace through the installation of external lighting that could distract or interfere with a pilot's vision, or confuse the visual identification of runway, approach or navigational lighting from the air.</p>	<p><b>AO 4.1</b> Outdoor lighting (including street lighting and security lighting) located within a lighting area buffer zone (i.e. within 6 kilometres of an airport's runway), does not involve:-</p> <ul style="list-style-type: none"> <li>(a) lighting that shines, projects or reflects above a horizontal plane;</li> <li>(b) coloured, flashing or sodium lighting;</li> <li>(c) flare plumes; or</li> </ul>	<p>Outdoor lighting will not cause a nuisance.</p>



Performance outcomes	Acceptable outcomes	Proposal
	(d) configurations of lights in straight parallel lines greater than 500 metres in length.	
<b>PO 5 Particulate release</b> Development does not cause an obstruction or hazard to the safe movement of aircraft within an airport's operational airspace through the emission of particulates, gases or other materials that may cause air turbulence, reduce visibility or affect aircraft engine performance.	<b>AO 5.1</b> Development does not release the following emissions into operational airspace:- (a) gaseous plumes with a velocity exceeding 4.3 metres per second; (b) smoke, dust, ash or steam; or (c) emissions with depleted oxygen content.	The proposed subdivision will not release emissions.
<b>PO 6 Noise emissions</b> Development and land uses that are sensitive to noise interference or noise nuisance:- (a) avoid noise affected areas surrounding the airport; or (b) are sited, designed and constructed to mitigate noise nuisance to acceptable levels.	<b>AO 6.1</b> The following uses, or the creation of additional lots to accommodate these uses, are not located on land subject to the nominated Australian noise exposure forecast (ANEF) contour:- (a) permanent forms of residential accommodation within the <b>20 ANEF</b> contour (or greater); (b) visitor or temporary accommodation uses including hotel, short-term accommodation and tourist park within the <b>25 ANEF</b> contour (or greater); (c) community uses including child care centre, community care centre, community use, educational establishment, health care services and place of worship within the <b>20 ANEF</b> contour (or greater); (d) business or entertainment uses including food and drink outlet, function facility, service industry, shop, shopping centre, showroom and tourist attraction within the <b>25 ANEF</b> contour (or greater); (e) industry uses including low impact industry and research and technology industry within the <b>30 ANEF</b> contour (or greater). <b>OR</b> Development located within the ANEF contours mentioned above is designed and constructed to attenuate aircraft noise in accordance with Australian Standard AS 2021: Acoustics—Aircraft	It is not expected that the proposed development will cause a nuisance.





Performance outcomes	Acceptable outcomes	Proposal
	<p>noise intrusion—Building siting and construction.</p> <p>Note: - AS2021 considers aircraft noise impacts on indoor spaces only. Noise impacts on outdoor use areas will require separate assessment to determine whether noise levels can be mitigated to be within acceptable limits.</p>	
<b>Safety and resilience to hazards</b>		
<p><b>PO 7 Public safety</b></p> <p>Development within the public safety areas located at the end of airport runways avoids:-</p> <ul style="list-style-type: none"> <li>(a) a significant increase in the number of people living, working or congregating in those areas; and</li> <li>(b) the use or storage of hazardous materials.</li> </ul>	<p><b>AO 7.1</b></p> <p>Development within a public safety area does not introduce or intensify:-</p> <ul style="list-style-type: none"> <li>(a) residential, business, entertainment, industrial, community or recreation activities; or</li> <li>(b) any uses involving the production, manufacture or bulk storage of flammable or hazardous goods or materials.</li> </ul>	Not applicable.



## 5.3.6 FLOOD HAZARD OVERLAY CODE

Table 8: Flood Hazard Overlay Code

Performance outcomes	Acceptable outcomes	Proposal
<b>PLANNING</b>		
<b>Use, density and built form</b>		
<b>PO 1 Scale</b> The scale of development within the Defined flood area does not increase.		The proposed subdivision does not increase the developable area of the site as Proposed Lot 2 will only be suitable as reserve land.
<b>PO 2 Location</b> Premises are located to: <ul style="list-style-type: none"> <li>(a) avoid flooding;</li> <li>(b) protect life and property; and</li> <li>(c) avoid changing the extent and magnitude of flooding.</li> </ul> Note: Where no flood hazard map is available, assessment of potential flooding impacts will take account of the QRA online mapping that shows the likely extent of floodplains in the 'Interim Floodplain Assessment Overlay'. This is consistent with the Queensland Reconstruction Authority (QRA) model code within the document: Planning for stronger, more resilient floodplains guidelines.	<b>AO 2.1</b> <b>Where the development site is in any part, within the defined flood area:</b> Development is sited on areas within the site that would not be subject to flooding during a Defined flood event; or <b>AO 2.2</b> Development conforms to the Performance Outcomes within this code. <b>AO 2.3</b> <b>Where outside the Defined flood area, but mapped as flood prone in the Queensland Reconstruction Authority online mapping:</b> Development maintains personal safety at all times; and is resilient to flood events by avoiding the potential risk of flooding.	The flood hazard mapping shows that the flood area is located on Proposed Lot 2 only. Proposed Lot 1 should not be subject to flooding as it will be protected by the levee bank.
<b>PO 3 Density and site coverage</b> The number of people requiring assistance during flood events is minimised.	<b>AO 3.1</b> There is no increase in people living or working within the significant, high and extreme flood hazard areas. <b>AO 3.2</b> Within the low flood hazard areas, increases in population are minimal, and uses are of a low density, and <b>AO 3.3</b> In rural areas subject to flooding, occupied uses are located outside flood affected areas.  Note: The Reconfiguring a Lot Code also prevents any additional lots being created within the Defined flood area.	The proposed reconfiguration will not increase the number of people living on the site. Proposed Lot 1 contains an existing house and Proposed Lot 2 is only suitable as reserve land.





Performance outcomes	Acceptable outcomes	Proposal
<b>Amenity</b>		
<p><b>PO 4 General amenity</b></p> <p>Surrounding land does not suffer a reduction in use value as a result of development within the floodplain.</p> <p>Note: Where any alteration of patterns of flooding is expected, a flood assessment report will be necessary to demonstrate compliance to the satisfaction of the assessment manager. This flood assessment report should include an assessment of the proposal against these outcomes and may require specific hydraulic and hydrologic investigation to be undertaken by a suitably qualified professional engineer.</p>	<p><b>AO 4.1</b></p> <p><b>For rural areas:</b></p> <p>Areas mapped as flood areas within this Scheme, or by the Queensland Reconstruction Authority mapping, may not be physically altered by any works, including vegetation clearing.</p> <p><b>AO 4.2</b></p> <p><b>For urban areas:</b></p> <p>Works do not involve any physical alteration to a watercourse or floodway, including vegetation clearing, and involve no net filling exceeding 50 cubic metres of fill; or</p> <p><b>AO 4.3</b></p> <p><b>For urban areas:</b></p> <p>The development complies with any applicable development criteria set out in a floodplain management plan; or</p> <p><b>AO 4.4</b></p> <p><b>For urban areas:</b></p> <p>If a floodplain management plan does not exist, the proposed works either:</p> <ul style="list-style-type: none"> <li>(a) avoid any reductions of on-site flood storage capacity and contain within the subject site any changes to depth / duration / velocity of flood waters of all floods up to and including a Defined flood event; or</li> <li>(b) do not change the flood characteristic at the Defined flood event flood level outside the subject site in ways that would result in: <ul style="list-style-type: none"> <li>(i) loss of flood storage;</li> <li>(ii) loss of or changes to flow paths;</li> <li>(iii) acceleration or retardation of flows; or</li> <li>(iv) any reduction in flood warning times.</li> </ul> </li> </ul>	<p>There are no works proposed as part of this development.</p>
<p><b>PO 5 Building standards</b></p> <p>Buildings are designed to be resilient to flooding.</p> <p>Note: The relevant building assessment provisions under the Building Act 1975, including QDC MP3.5 – Construction of Buildings in Flood</p>	<p><b>AO 5.1</b></p> <p>Buildings meet the requirements of Queensland Development Code MP 3.5 – Construction of buildings in flood hazard areas.</p> <p><b>AO 5.2</b></p>	<p>Not applicable – there are no new buildings proposed.</p>



Performance outcomes	Acceptable outcomes	Proposal
hazard areas, apply to building work within a flood hazard area.	Dwellings are sited so that the base of the bearers of floors of all habitable rooms can be located at least 300mm above the defined flood event; or <b>AO 5.3</b> Where involving an extension to an existing dwelling house with a finished floor level below the Defined flood event flood level: (a) the extension must not be for the purpose of adding a secondary dwelling; and (b) the extension must not have a finished floor level that is lower than the finished floor level of the existing dwelling.	
<b>PO 6 Building materials and techniques</b> Where construction is below the Defined flood level, materials and building techniques are used that minimise the need for repair after a flood event.	<b>AO 6.1</b> Building materials and surface treatments used under the Defined flood level are resistant to water damage and do not include wall cavities that would collect water and sediment during a flood event.	Not applicable.
<b>PO 7 Essential community infrastructure</b> Essential community infrastructure maintains functionality during and after a Defined flood event.	<b>AO 7.1</b> Essential community infrastructure is not located within the Defined flood area.  Note: Essential community infrastructure includes emergency services and emergency shelters, police facilities, and hospitals and associated facilities.	Not applicable.
<b>ENGINEERING</b>		
<b>Floodwater</b>		
<b>PO 8 Flood storage capacity and the Defined flood area</b> Development does not directly, indirectly or cumulatively change flood characteristics in a manner that may cause adverse impacts external to the development site.  Note: Where any alteration of patterns of flooding is expected, a flood assessment report will be necessary to demonstrate compliance to the satisfaction of the assessment manager. This flood assessment report should include an assessment of the proposal against these outcomes and may require specific hydraulic and hydrologic investigation to be undertaken by a suitably qualified professional engineer.	<b>AO 8.1</b> Development within the Defined flood area does not result in a reduction in flood storage capacity. <b>AO 8.2</b> Development does not increase the duration of flooding or the depth and velocity of floodwaters external to the development site.	There are no works proposed and therefore no change to flood characteristics.





Performance outcomes	Acceptable outcomes	Proposal
<b>Access and parking</b>		
<b>PO 9 Access</b> An escape / safety route is identified and maintained for all development within the Defined flood area.	<b>AO 9.1</b> For all development within the Defined flood area, a direct route passing only through areas of lower hazard ratings and suitable for the predicted warning time is defined and maintained.	Access to and from the site can be sought outside of the mapped flood hazard area.
<b>PO 10 Parking and manoeuvring</b> Vehicle parking and service vehicle provision may be provided within the Defined flood area where the vehicles can be removed before flooding occurs.	<b>AO 10.1</b> A direct access route suitable for the stored vehicles passing only through areas of lower hazard ratings and suitable for the predicted warning time is defined and maintained. <b>AO 10.2</b> All carparking, access and manoeuvring areas are to be sealed with an impervious surface.	Any parking and manoeuvring will be outside of the mapped flood hazard area.
<b>ENVIRONMENTAL</b>		
<b>PO 11 Water quality</b> The environment and so too public safety are not affected by the detrimental impacts of hazardous materials released to the environment during a flood event.	<b>AO 11.1</b> The manufacture, storage and use of hazardous materials: (a) takes place above the Defined flood level; or (b) takes place in a structure that is designed to exclude floodwater intrusion.	No hazardous materials will be stored on site.
<b>SAFETY AND RESILIENCE TO HAZARDS</b>		
<b>PO 12 Personal safety</b> Development maintains the safety of people during all floods up to and including a Defined Flood Event.  Note: A Defined flood event (DFE) is identified first in an adopted flood hazard map under the planning scheme or, in the absence of an adopted flood hazard map, flood mapping prepared and maintained by the Queensland Reconstruction Authority or other Queensland Government Agency.		The mapped flood hazard is located on a small area of Proposed Lot 2 only. Access from the site can be sought outside of the flood hazard area.
<b>PO 13 Temporary or movable structures</b> For development involving temporary or movable residential structures, clear escape from flooding is available, identified and maintained.	<b>AO 13.1</b> There is at least one evacuation route that remains passable for emergency evacuations during all floods up to and including a Defined flood event; and <b>AO 13.2</b> A flood evacuation management plan is made available to all occupants of the site; and	Not applicable.



Performance outcomes	Acceptable outcomes	Proposal
	<b>AO 13.3</b> The premises are located in an area where there is sufficient flood warning time to enable safe evacuation or safe refuge is available within the site.	
<b>PO 14 Protection of essential services</b> Essential services infrastructure maintains functionality during and after a Defined flood event.  Note: Essential services infrastructure includes, but is not limited to, on-site electricity, gas, water supply, sewerage and telecommunications services.	<b>AO 14.1</b> Components of infrastructure that are likely to fail to function or may result in contamination when inundated by flood water (for example, electrical switchgear and motors, water supply pipeline air valves) are: (a) located above the Defined flood level; or (b) designed and constructed to exclude flood water intrusion and/or infiltration, and to resist hydrostatic and hydrodynamic forces as a result of inundation by a Defined flood event.	Not applicable – there are no services on the site.





## 6 CONCLUSION

The Development Application is for the issue of a Development Permit for Reconfiguring a Lot – 1 lot into 2 lots over the subject land.

The proposed development complies with all of the Performance Outcomes or Acceptable Outcomes of the Planning Scheme Codes which are applicable to this development, or an alternative solution has been provided.

The proposed reconfiguration is consistent with existing surrounding development and would not have an impact on services, nor would it be detrimental to the amenity of the area.

We trust the details of the Development Application set out above are satisfactory and please contact the writer for any further details if required.

Yours Sincerely

Wendy Wood | Principal Planner



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**HEAD OFFICE**  
Unit 2, 124 5th Terrace  
Adelaide SA 5000  
GPO Box 2450  
Adelaide SA 5001  
www.yfe.com.au  
Telephone 617 4622 7766

**PROJECT OFFICE**  
56 Bungle Street  
Rena, QLD 4655  
PO Box 79  
Telephone 617 4622 7766

LOCAL GOV.: MARANCA REGIONAL  
LOCALITY: ROMA  
PROJECT No: 38169-11  
SCALE: 1:500  
DATE: 14/09/2020  
DRAWN BY: NXB  
CHECKED BY: DD

DRAWING No: 38169-11\_POD-001

## PLAN OF DEVELOPMENT

### SHOWING RECONFIGURING OF LOTS 1 & 2

CANCELLING LOT 1 ON RP4380  
236 EDUARDES STREET, ROMA

A	ISSUED FOR REVIEW	NXB	14/09/21
REV	DETAILS	BY DATE	



Sheet	of
1	1

[illegible]



2

## DA Form 1 – Development application details

Approved form (version 1.3 effective 28 September 2020) made under section 282 of the Planning Act 2016.

This form **must** be used to make a development application involving **code assessment or impact assessment**, except when applying for development involving only building work.

For a development application involving **building work only**, use *DA Form 2 – Building work details*.

For a development application involving **building work associated with any other type of assessable development** (i.e. **material change of use, operational work or reconfiguring a lot**), use this form (*DA Form 1*) and parts 4 to 6 of *DA Form 2 – Building work details*.

Unless stated otherwise, all parts of this form **must** be completed in full and all required supporting information **must** accompany the development application.

One or more additional pages may be attached as a schedule to this development application if there is insufficient space on the form to include all the necessary information.

This form and any other form relevant to the development application must be used to make a development application relating to strategic port land and Brisbane core port land under the *Transport Infrastructure Act 1994*, and airport land under the *Airport Assets (Restructuring and Disposal) Act 2008*. For the purpose of assessing a development application relating to strategic port land and Brisbane core port land, any reference to a planning scheme is taken to mean a land use plan for the strategic port land, Brisbane port land use plan for Brisbane core port land, or a land use plan for airport land.

**Note:** All terms used in this form have the meaning given under the Planning Act 2016, the Planning Regulation 2017, or the Development Assessment Rules (DA Rules).

### PART 1 – APPLICANT DETAILS

1) Applicant details	
Applicant name(s) (individual or company full name)	Fyfe Pty Ltd c/- Out of the Woods Planning
Contact name (only applicable for companies)	Wendy Wood
Postal address (P.O. Box or street address)	14 Cobbold Lane
Suburb	Maroochydore
State	QLD
Postcode	4558
Country	Australia
Contact number	0418 405 006
Email address (non-mandatory)	<a href="mailto:wendy@outofthewoodsplanning.com.au">wendy@outofthewoodsplanning.com.au</a>
Mobile number (non-mandatory)	
Fax number (non-mandatory)	
Applicant's reference number(s) (if applicable)	075

2) Owner's consent	
2.1) Is written consent of the owner required for this development application?	
<input checked="checked" type="checkbox"/> Yes – the written consent of the owner(s) is attached to this development application <input type="checkbox"/> No – proceed to 3)	

## PART 2 – LOCATION DETAILS

3) Location of the premises (complete 3.1) or 3.2), and 3.3) as applicable) Note: Provide details below and attach a site plan for any or all premises part of the development application. For further information, see <a href="#">DA Forms Guide: Relevant plans</a> .				
3.1) Street address and lot on plan				
<input checked="" type="checkbox"/> Street address AND lot on plan (all lots must be listed), <b>or</b> <input type="checkbox"/> Street address AND lot on plan for an adjoining or adjacent property of the premises (appropriate for development in water but adjoining or adjacent to land e.g. jetty, pontoon. All lots must be listed).				
a)	Unit No.	Street No.	Street Name and Type	Suburb
		236	Edwardes Street	Roma
	Postcode	Lot No.	Plan Type and Number (e.g. RP, SP)	Local Government Area(s)
	4455	1	RP4380	Maranoa
b)	Unit No.	Street No.	Street Name and Type	Suburb
	Postcode	Lot No.	Plan Type and Number (e.g. RP, SP)	Local Government Area(s)
3.2) Coordinates of premises (appropriate for development in remote areas, over part of a lot or in water not adjoining or adjacent to land e.g. channel dredging in Moreton Bay) Note: Place each set of coordinates in a separate row.				
<input type="checkbox"/> Coordinates of premises by longitude and latitude				
Longitude(s)		Latitude(s)	Datum	Local Government Area(s) (if applicable)
			<input type="checkbox"/> WGS84 <input type="checkbox"/> GDA94 <input type="checkbox"/> Other:	
<input type="checkbox"/> Coordinates of premises by easting and northing				
Easting(s)		Northing(s)	Zone Ref.	Local Government Area(s) (if applicable)
			<input type="checkbox"/> 54 <input type="checkbox"/> 55 <input type="checkbox"/> 56 <input type="checkbox"/> Other:	
3.3) Additional premises				
<input type="checkbox"/> Additional premises are relevant to this development application and the details of these premises have been attached in a schedule to this development application <input checked="" type="checkbox"/> Not required				
4) Identify any of the following that apply to the premises and provide any relevant details				
<input checked="" type="checkbox"/> In or adjacent to a water body or watercourse or in or above an aquifer				
Name of water body, watercourse or aquifer:			Bungil Creek	
<input type="checkbox"/> On strategic port land under the <i>Transport Infrastructure Act 1994</i>				
Lot on plan description of strategic port land:				
Name of port authority for the lot:				
<input type="checkbox"/> In a tidal area				
Name of local government for the tidal area (if applicable):				
Name of port authority for tidal area (if applicable):				
<input type="checkbox"/> On airport land under the <i>Airport Assets (Restructuring and Disposal) Act 2008</i>				
Name of airport:				



<input type="checkbox"/> Listed on the Environmental Management Register (EMR) under the <i>Environmental Protection Act 1994</i>
EMR site identification: <input type="text"/>
<input type="checkbox"/> Listed on the Contaminated Land Register (CLR) under the <i>Environmental Protection Act 1994</i>
CLR site identification: <input type="text"/>

**5) Are there any existing easements over the premises?**

*Note: Easement uses vary throughout Queensland and are to be identified correctly and accurately. For further information on easements and how they may affect the proposed development, see [DA Forms Guide](#).*

- ☐ Yes – All easement locations, types and dimensions are included in plans submitted with this development application
- ☒ No

## PART 3 – DEVELOPMENT DETAILS

### Section 1 – Aspects of development

<b>6.1) Provide details about the first development aspect</b>
a) What is the type of development? <i>(tick only one box)</i>
<input type="checkbox"/> Material change of use <input checked="" type="checkbox"/> Reconfiguring a lot <input type="checkbox"/> Operational work <input type="checkbox"/> Building work
b) What is the approval type? <i>(tick only one box)</i>
<input checked="" type="checkbox"/> Development permit <input type="checkbox"/> Preliminary approval <input type="checkbox"/> Preliminary approval that includes a variation approval
c) What is the level of assessment?
<input checked="" type="checkbox"/> Code assessment <input type="checkbox"/> Impact assessment <i>(requires public notification)</i>
d) Provide a brief description of the proposal <i>(e.g. 6 unit apartment building defined as multi-unit dwelling, reconfiguration of 1 lot into 3 lots):</i>
Reconfiguration of 1 lot into 2 lots
e) Relevant plans
<i>Note: Relevant plans are required to be submitted for all aspects of this development application. For further information, see <a href="#">DA Forms guide: Relevant plans</a>.</i>
<input checked="" type="checkbox"/> Relevant plans of the proposed development are attached to the development application
<b>6.2) Provide details about the second development aspect</b>
a) What is the type of development? <i>(tick only one box)</i>
<input type="checkbox"/> Material change of use <input type="checkbox"/> Reconfiguring a lot <input type="checkbox"/> Operational work <input type="checkbox"/> Building work
b) What is the approval type? <i>(tick only one box)</i>
<input type="checkbox"/> Development permit <input type="checkbox"/> Preliminary approval <input type="checkbox"/> Preliminary approval that includes a variation approval
c) What is the level of assessment?
<input type="checkbox"/> Code assessment <input type="checkbox"/> Impact assessment <i>(requires public notification)</i>
d) Provide a brief description of the proposal <i>(e.g. 6 unit apartment building defined as multi-unit dwelling, reconfiguration of 1 lot into 3 lots):</i>
e) Relevant plans
<i>Note: Relevant plans are required to be submitted for all aspects of this development application. For further information, see <a href="#">DA Forms Guide: Relevant plans</a>.</i>
<input type="checkbox"/> Relevant plans of the proposed development are attached to the development application
<b>6.3) Additional aspects of development</b>
<input type="checkbox"/> Additional aspects of development are relevant to this development application and the details for these aspects that would be required under Part 3 Section 1 of this form have been attached to this development application
<input checked="" type="checkbox"/> Not required

## Section 2 – Further development details

7) Does the proposed development application involve any of the following?	
Material change of use	<input type="checkbox"/> Yes – complete division 1 if assessable against a local planning instrument
Reconfiguring a lot	<input checked="" type="checkbox"/> Yes – complete division 2
Operational work	<input type="checkbox"/> Yes – complete division 3
Building work	<input type="checkbox"/> Yes – complete DA Form 2 – Building work details

## Division 1 – Material change of use

**Note:** This division is only required to be completed if any part of the development application involves a material change of use assessable against a local planning instrument.

8.1) Describe the proposed material change of use			
Provide a general description of the proposed use	Provide the planning scheme definition (include each definition in a new row)	Number of dwelling units (if applicable)	Gross floor area (m <sup>2</sup> ) (if applicable)
8.2) Does the proposed use involve the use of existing buildings on the premises?			
<input type="checkbox"/> Yes			
<input type="checkbox"/> No			

## Division 2 – Reconfiguring a lot

**Note:** This division is only required to be completed if any part of the development application involves reconfiguring a lot.

9.1) What is the total number of existing lots making up the premises?	
1	
9.2) What is the nature of the lot reconfiguration? (tick all applicable boxes)	
<input checked="" type="checkbox"/> Subdivision (complete 10))	<input type="checkbox"/> Dividing land into parts by agreement (complete 11))
<input type="checkbox"/> Boundary realignment (complete 12))	<input type="checkbox"/> Creating or changing an easement giving access to a lot from a constructed road (complete 13))

10) Subdivision				
10.1) For this development, how many lots are being created and what is the intended use of those lots:				
Intended use of lots created	Residential	Commercial	Industrial	Other, please specify:
				Reserve
Number of lots created	1			1
10.2) Will the subdivision be staged?				
<input type="checkbox"/> Yes – provide additional details below				
<input checked="" type="checkbox"/> No				
How many stages will the works include?				
What stage(s) will this development application apply to?				



11) Dividing land into parts by agreement – how many parts are being created and what is the intended use of the parts?				
Intended use of parts created	Residential	Commercial	Industrial	Other, please specify:
Number of parts created				

12) Boundary realignment			
12.1) What are the current and proposed areas for each lot comprising the premises?			
Current lot		Proposed lot	
Lot on plan description	Area (m <sup>2</sup> )	Lot on plan description	Area (m <sup>2</sup> )
12.2) What is the reason for the boundary realignment?			

13) What are the dimensions and nature of any existing easements being changed and/or any proposed easement? (attach schedule if there are more than two easements)				
Existing or proposed?	Width (m)	Length (m)	Purpose of the easement? (e.g. pedestrian access)	Identify the land/lot(s) benefitted by the easement

### Division 3 – Operational work

*Note: This division is only required to be completed if any part of the development application involves operational work.*

14.1) What is the nature of the operational work?	
<input type="checkbox"/> Road work <input type="checkbox"/> Drainage work <input type="checkbox"/> Landscaping <input type="checkbox"/> Other – please specify:	<input type="checkbox"/> Stormwater <input type="checkbox"/> Earthworks <input type="checkbox"/> Signage <input type="checkbox"/> Water infrastructure <input type="checkbox"/> Sewage infrastructure <input type="checkbox"/> Clearing vegetation
14.2) Is the operational work necessary to facilitate the creation of new lots? (e.g. subdivision)	
<input type="checkbox"/> Yes – specify number of new lots:	
<input type="checkbox"/> No	
14.3) What is the monetary value of the proposed operational work? (include GST, materials and labour)	
\$	

### PART 4 – ASSESSMENT MANAGER DETAILS

15) Identify the assessment manager(s) who will be assessing this development application	
Maranoa Regional Council	
16) Has the local government agreed to apply a superseded planning scheme for this development application?	
<input type="checkbox"/> Yes – a copy of the decision notice is attached to this development application <input type="checkbox"/> The local government is taken to have agreed to the superseded planning scheme request – relevant documents attached <input checked="" type="checkbox"/> No	

## PART 5 – REFERRAL DETAILS

17) Does this development application include any aspects that have any referral requirements?

*Note: A development application will require referral if prescribed by the Planning Regulation 2017.*

☒ No, there are no referral requirements relevant to any development aspects identified in this development application – proceed to Part 6

Matters requiring referral to the **Chief Executive of the Planning Act 2016**:

- ☐ Clearing native vegetation
- ☐ Contaminated land (*unexploded ordnance*)
- ☐ Environmentally relevant activities (ERA) (*only if the ERA has not been devolved to a local government*)
- ☐ Fisheries – aquaculture
- ☐ Fisheries – declared fish habitat area
- ☐ Fisheries – marine plants
- ☐ Fisheries – waterway barrier works
- ☐ Hazardous chemical facilities
- ☐ Heritage places – Queensland heritage place (*on or near a Queensland heritage place*)
- ☐ Infrastructure-related referrals – designated premises
- ☐ Infrastructure-related referrals – state transport infrastructure
- ☐ Infrastructure-related referrals – State transport corridor and future State transport corridor
- ☐ Infrastructure-related referrals – State-controlled transport tunnels and future state-controlled transport tunnels
- ☐ Infrastructure-related referrals – near a state-controlled road intersection
- ☐ Koala habitat in SEQ region – interfering with koala habitat in koala habitat areas outside koala priority areas
- ☐ Koala habitat in SEQ region – key resource areas
- ☐ Ports – Brisbane core port land – near a State transport corridor or future State transport corridor
- ☐ Ports – Brisbane core port land – environmentally relevant activity (ERA)
- ☐ Ports – Brisbane core port land – tidal works or work in a coastal management district
- ☐ Ports – Brisbane core port land – hazardous chemical facility
- ☐ Ports – Brisbane core port land – taking or interfering with water
- ☐ Ports – Brisbane core port land – referable dams
- ☐ Ports – Brisbane core port land – fisheries
- ☐ Ports – Land within Port of Brisbane's port limits (*below high-water mark*)
- ☐ SEQ development area
- ☐ SEQ regional landscape and rural production area or SEQ rural living area – tourist activity or sport and recreation activity
- ☐ SEQ regional landscape and rural production area or SEQ rural living area – community activity
- ☐ SEQ regional landscape and rural production area or SEQ rural living area – indoor recreation
- ☐ SEQ regional landscape and rural production area or SEQ rural living area – urban activity
- ☐ SEQ regional landscape and rural production area or SEQ rural living area – combined use
- ☐ Tidal works or works in a coastal management district
- ☐ Reconfiguring a lot in a coastal management district or for a canal
- ☐ Erosion prone area in a coastal management district
- ☐ Urban design
- ☐ Water-related development – taking or interfering with water
- ☐ Water-related development – removing quarry material (*from a watercourse or lake*)
- ☐ Water-related development – referable dams
- ☐ Water-related development – levees (*category 3 levees only*)
- ☐ Wetland protection area

Matters requiring referral to the **local government**:

- ☐ Airport land
- ☐ Environmentally relevant activities (ERA) (*only if the ERA has been devolved to local government*)



<input type="checkbox"/> Heritage places – Local heritage places
Matters requiring referral to the <b>Chief Executive of the distribution entity or transmission entity:</b>
<input type="checkbox"/> Infrastructure-related referrals – Electricity infrastructure
Matters requiring referral to:
<ul style="list-style-type: none"> <li>• The <b>Chief Executive of the holder of the licence</b>, if not an individual</li> <li>• The <b>holder of the licence</b>, if the holder of the licence is an individual</li> </ul>
<input type="checkbox"/> Infrastructure-related referrals – Oil and gas infrastructure
Matters requiring referral to the <b>Brisbane City Council:</b>
<input type="checkbox"/> Ports – Brisbane core port land
Matters requiring referral to the <b>Minister responsible for administering the Transport Infrastructure Act 1994:</b>
<input type="checkbox"/> Ports – Brisbane core port land ( <i>where inconsistent with the Brisbane port LUP for transport reasons</i> )
<input type="checkbox"/> Ports – Strategic port land
Matters requiring referral to the <b>relevant port operator</b> , if applicant is not port operator:
<input type="checkbox"/> Ports – Land within Port of Brisbane's port limits ( <i>below high-water mark</i> )
Matters requiring referral to the <b>Chief Executive of the relevant port authority:</b>
<input type="checkbox"/> Ports – Land within limits of another port ( <i>below high-water mark</i> )
Matters requiring referral to the <b>Gold Coast Waterways Authority:</b>
<input type="checkbox"/> Tidal works or work in a coastal management district ( <i>in Gold Coast waters</i> )
Matters requiring referral to the <b>Queensland Fire and Emergency Service:</b>
<input type="checkbox"/> Tidal works or work in a coastal management district ( <i>involving a marina (more than six vessel berths)</i> )

**18) Has any referral agency provided a referral response for this development application?**

- ☐ Yes – referral response(s) received and listed below are attached to this development application
- ☐ No

Referral requirement	Referral agency	Date of referral response
Identify and describe any changes made to the proposed development application that was the subject of the referral response and this development application, or include details in a schedule to this development application ( <i>if applicable</i> ).		

**PART 6 – INFORMATION REQUEST**
**19) Information request under Part 3 of the DA Rules**

- ☒ I agree to receive an information request if determined necessary for this development application
- ☐ I do not agree to accept an information request for this development application

**Note:** By not agreeing to accept an information request I, the applicant, acknowledge:

- that this development application will be assessed and decided based on the information provided when making this development application and the assessment manager and any referral agencies relevant to the development application are not obligated under the DA Rules to accept any additional information provided by the applicant for the development application unless agreed to by the relevant parties
- Part 3 of the DA Rules will still apply if the application is an application listed under section 11.3 of the DA Rules.

Further advice about information requests is contained in the [DA Forms Guide](#).

## PART 7 – FURTHER DETAILS

<b>20) Are there any associated development applications or current approvals? (e.g. a preliminary approval)</b>			
<input type="checkbox"/> Yes – provide details below or include details in a schedule to this development application <input checked="" type="checkbox"/> No			
List of approval/development application references	Reference number	Date	Assessment manager
<input type="checkbox"/> Approval			
<input type="checkbox"/> Development application			
<input type="checkbox"/> Approval			
<input type="checkbox"/> Development application			

<b>21) Has the portable long service leave levy been paid? (only applicable to development applications involving building work or operational work)</b>		
<input type="checkbox"/> Yes – a copy of the receipted QLeave form is attached to this development application <input type="checkbox"/> No – I, the applicant will provide evidence that the portable long service leave levy has been paid before the assessment manager decides the development application. I acknowledge that the assessment manager may give a development approval only if I provide evidence that the portable long service leave levy has been paid <input type="checkbox"/> Not applicable (e.g. building and construction work is less than \$150,000 excluding GST)		
Amount paid	Date paid (dd/mm/yy)	QLeave levy number (A, B or E)
\$		

<b>22) Is this development application in response to a show cause notice or required as a result of an enforcement notice?</b>	
<input type="checkbox"/> Yes – show cause or enforcement notice is attached <input checked="" type="checkbox"/> No	

<b>23) Further legislative requirements</b>			
<b>Environmentally relevant activities</b>			
<b>23.1) Is this development application also taken to be an application for an environmental authority for an Environmentally Relevant Activity (ERA) under section 115 of the Environmental Protection Act 1994?</b>			
<input type="checkbox"/> Yes – the required attachment (form ESR/2015/1791) for an application for an environmental authority accompanies this development application, and details are provided in the table below <input checked="" type="checkbox"/> No <small>Note: Application for an environmental authority can be found by searching "ESR/2015/1791" as a search term at <a href="http://www.qld.gov.au">www.qld.gov.au</a>. An ERA requires an environmental authority to operate. See <a href="http://www.business.qld.gov.au">www.business.qld.gov.au</a> for further information.</small>			
Proposed ERA number:		Proposed ERA threshold:	
Proposed ERA name:			
<input type="checkbox"/> Multiple ERAs are applicable to this development application and the details have been attached in a schedule to this development application.			
<b>Hazardous chemical facilities</b>			
<b>23.2) Is this development application for a hazardous chemical facility?</b>			
<input type="checkbox"/> Yes – Form 69: Notification of a facility exceeding 10% of schedule 15 threshold is attached to this development application <input checked="" type="checkbox"/> No <small>Note: See <a href="http://www.business.qld.gov.au">www.business.qld.gov.au</a> for further information about hazardous chemical notifications.</small>			



**Clearing native vegetation**

23.3) Does this development application involve **clearing native vegetation** that requires written confirmation that the chief executive of the *Vegetation Management Act 1999* is satisfied the clearing is for a relevant purpose under section 22A of the *Vegetation Management Act 1999*?

☐ Yes – this development application includes written confirmation from the chief executive of the *Vegetation Management Act 1999* (s22A determination)

☒ No

**Note:** 1. Where a development application for operational work or material change of use requires a s22A determination and this is not included, the development application is prohibited development.

2. See <https://www.qld.gov.au/environment/land/vegetation/applying> for further information on how to obtain a s22A determination.

**Environmental offsets**

23.4) Is this development application taken to be a prescribed activity that may have a significant residual impact on a **prescribed environmental matter** under the *Environmental Offsets Act 2014*?

☐ Yes – I acknowledge that an environmental offset must be provided for any prescribed activity assessed as having a significant residual impact on a prescribed environmental matter

☒ No

**Note:** The environmental offset section of the Queensland Government's website can be accessed at [www.qld.gov.au](http://www.qld.gov.au) for further information on environmental offsets.

**Koala habitat in SEQ Region**

23.5) Does this development application involve a material change of use, reconfiguring a lot or operational work which is assessable development under Schedule 10, Part 10 of the Planning Regulation 2017?

☐ Yes – the development application involves premises in the koala habitat area in the koala priority area

☐ Yes – the development application involves premises in the koala habitat area outside the koala priority area

☒ No

**Note:** If a koala habitat area determination has been obtained for this premises and is current over the land, it should be provided as part of this development application. See koala habitat area guidance materials at [www.des.qld.gov.au](http://www.des.qld.gov.au) for further information.

**Water resources**

23.6) Does this development application involve **taking or interfering with underground water through an artesian or subartesian bore, taking or interfering with water in a watercourse, lake or spring, or taking overland flow water under the Water Act 2000?**

☐ Yes – the relevant template is completed and attached to this development application and I acknowledge that a relevant authorisation or licence under the *Water Act 2000* may be required prior to commencing development

☒ No

**Note:** Contact the Department of Natural Resources, Mines and Energy at [www.dnrme.qld.gov.au](http://www.dnrme.qld.gov.au) for further information.

DA templates are available from <https://planning.dsdmip.qld.gov.au/>. If the development application involves:

- Taking or interfering with underground water through an artesian or subartesian bore: complete DA Form 1 Template 1
- Taking or interfering with water in a watercourse, lake or spring: complete DA Form 1 Template 2
- Taking overland flow water: complete DA Form 1 Template 3.

**Waterway barrier works**

23.7) Does this application involve **waterway barrier works?**

☐ Yes – the relevant template is completed and attached to this development application

☒ No

DA templates are available from <https://planning.dsdmip.qld.gov.au/>. For a development application involving waterway barrier works, complete DA Form 1 Template 4.

**Marine activities**

23.8) Does this development application involve **aquaculture, works within a declared fish habitat area or removal, disturbance or destruction of marine plants?**

☐ Yes – an associated *resource* allocation authority is attached to this development application, if required under the *Fisheries Act 1994*

☒ No

**Note:** See guidance materials at [www.daf.qld.gov.au](http://www.daf.qld.gov.au) for further information.



**Quarry materials from a watercourse or lake**

23.9) Does this development application involve the **removal of quarry materials from a watercourse or lake** under the *Water Act 2000*?

- ☐ Yes – I acknowledge that a quarry material allocation notice must be obtained prior to commencing development  
☒ No

Note: Contact the Department of Natural Resources, Mines and Energy at [www.dnrme.qld.gov.au](http://www.dnrme.qld.gov.au) and [www.business.qld.gov.au](http://www.business.qld.gov.au) for further information.

**Quarry materials from land under tidal waters**

23.10) Does this development application involve the **removal of quarry materials from land under tidal water** under the *Coastal Protection and Management Act 1995*?

- ☐ Yes – I acknowledge that a quarry material allocation notice must be obtained prior to commencing development  
☒ No

Note: Contact the Department of Environment and Science at [www.des.qld.gov.au](http://www.des.qld.gov.au) for further information.

**Referable dams**

23.11) Does this development application involve a **referable dam** required to be failure impact assessed under section 343 of the *Water Supply (Safety and Reliability) Act 2008* (the *Water Supply Act*)?

- ☐ Yes – the 'Notice Accepting a Failure Impact Assessment' from the chief executive administering the *Water Supply Act* is attached to this development application  
☒ No

Note: See guidance materials at [www.dnrme.qld.gov.au](http://www.dnrme.qld.gov.au) for further information.

**Tidal work or development within a coastal management district**

23.12) Does this development application involve **tidal work or development in a coastal management district**?

- ☐ Yes – the following is included with this development application:
- ☐ Evidence the proposal meets the code for assessable development that is prescribed tidal work (*only required if application involves prescribed tidal work*)
  - ☐ A certificate of title
- ☒ No

Note: See guidance materials at [www.des.qld.gov.au](http://www.des.qld.gov.au) for further information.

**Queensland and local heritage places**

23.13) Does this development application propose development on or adjoining a place entered in the **Queensland heritage register** or on a place entered in a local government's **Local Heritage Register**?

- ☐ Yes – details of the heritage place are provided in the table below  
☒ No

Note: See guidance materials at [www.des.qld.gov.au](http://www.des.qld.gov.au) for information requirements regarding development of Queensland heritage places.

Name of the heritage place:	Place ID:
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**Brothels**

23.14) Does this development application involve a **material change of use for a brothel**?

- ☐ Yes – this development application demonstrates how the proposal meets the code for a development application for a brothel under Schedule 3 of the *Prostitution Regulation 2014*  
☒ No

**Decision under section 62 of the *Transport Infrastructure Act 1994***

23.15) Does this development application involve new or changed access to a state-controlled road?

- ☐ Yes – this application will be taken to be an application for a decision under section 62 of the *Transport Infrastructure Act 1994* (subject to the conditions in section 75 of the *Transport Infrastructure Act 1994* being satisfied)  
☒ No



**Walkable neighbourhoods assessment benchmarks under Schedule 12A of the Planning Regulation**

23.16) Does this development application involve reconfiguring a lot into 2 or more lots in certain residential zones (except rural residential zones), where at least one road is created or extended?

☐ Yes – Schedule 12A is applicable to the development application and the assessment benchmarks contained in schedule 12A have been considered

☒ No

Note: See guidance materials at [www.planning.dsdmip.qld.gov.au](http://www.planning.dsdmip.qld.gov.au) for further information.

**PART 8 – CHECKLIST AND APPLICANT DECLARATION****24) Development application checklist**

I have identified the assessment manager in question 15 and all relevant referral requirement(s) in question 17

☒ Yes

Note: See the Planning Regulation 2017 for referral requirements

If building work is associated with the proposed development, Parts 4 to 6 of [DA Form 2 – Building work details](#) have been completed and attached to this development application

☐ Yes

☒ Not applicable

Supporting information addressing any applicable assessment benchmarks is with the development application

Note: This is a mandatory requirement and includes any relevant templates under question 23, a planning report and any technical reports required by the relevant categorising instruments (e.g. local government planning schemes, State Planning Policy, State Development Assessment Provisions). For further information, see [DA Forms Guide: Planning Report Template](#).

☒ Yes

Relevant plans of the development are attached to this development application

Note: Relevant plans are required to be submitted for all aspects of this development application. For further information, see [DA Forms Guide: Relevant plans](#).

☒ Yes

The portable long service leave levy for QLeave has been paid, or will be paid before a development permit is issued (see 21)

☐ Yes

☒ Not applicable

**25) Applicant declaration**

☒ By making this development application, I declare that all information in this development application is true and correct

☒ Where an email address is provided in Part 1 of this form, I consent to receive future electronic communications from the assessment manager and any referral agency for the development application where written information is required or permitted pursuant to sections 11 and 12 of the *Electronic Transactions Act 2001*

Note: It is unlawful to intentionally provide false or misleading information.

**Privacy** – Personal information collected in this form will be used by the assessment manager and/or chosen assessment manager, any relevant referral agency and/or building certifier (including any professional advisers which may be engaged by those entities) while processing, assessing and deciding the development application. All information relating to this development application may be available for inspection and purchase, and/or published on the assessment manager's and/or referral agency's website.

Personal information will not be disclosed for a purpose unrelated to the *Planning Act 2016*, *Planning Regulation 2017* and the *DA Rules* except where:

- such disclosure is in accordance with the provisions about public access to documents contained in the *Planning Act 2016* and the *Planning Regulation 2017*, and the access rules made under the *Planning Act 2016* and *Planning Regulation 2017*; or
- required by other legislation (including the *Right to Information Act 2009*); or
- otherwise required by law.

This information may be stored in relevant databases. The information collected will be retained as required by the *Public Records Act 2002*.

## PART 9 – FOR COMPLETION OF THE ASSESSMENT MANAGER – FOR OFFICE USE ONLY

Date received:  Reference number(s):

### Notification of engagement of alternative assessment manager

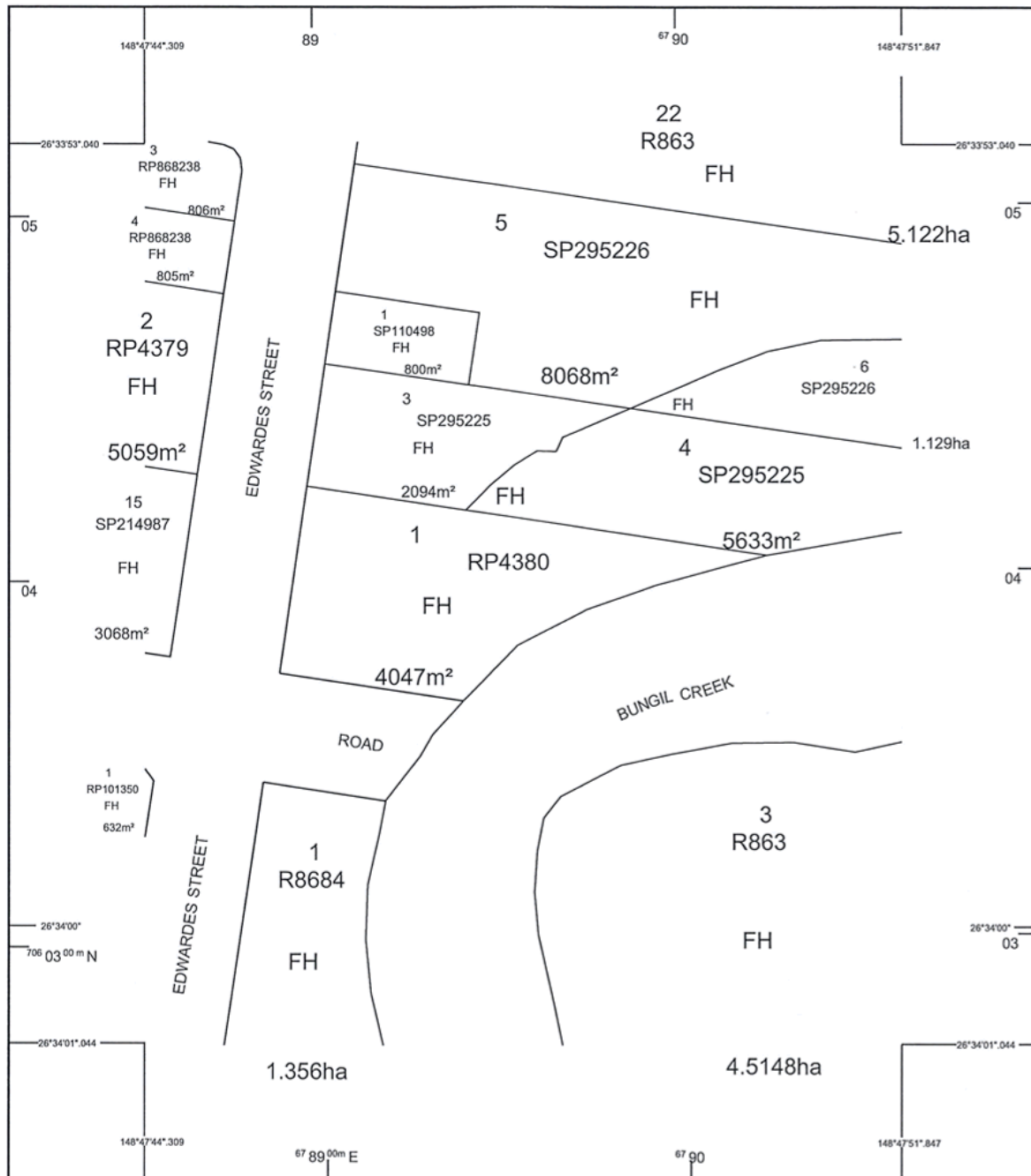
Prescribed assessment manager	
Name of chosen assessment manager	
Date chosen assessment manager engaged	
Contact number of chosen assessment manager	
Relevant licence number(s) of chosen assessment manager	

### QLeave notification and payment

*Note: For completion by assessment manager if applicable*

Description of the work	
QLeave project number	
Amount paid (\$)	
Date paid (dd/mm/yy)	
Date receipted form sighted by assessment manager	
Name of officer who sighted the form	

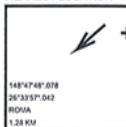




STANDARD MAP NUMBER  
8644-14314

0 30 60 90 120 150 m  
HORIZONTAL DATUM: GDA94 ZONE: 55 SCALE 1:1500

MAP WINDOW POSITION &  
NEAREST LOCATION



#### SUBJECT PARCEL DESCRIPTION

DCDB	1/RP4380
Lot/Plan	4047m <sup>2</sup>
Area/Volume	FREEHOLD
Tenure	MARANOIA REGIONAL
Local Government	ROMA
Locality	10700/48
Segment/Parcel	

#### CLIENT SERVICE STANDARDS

PRINTED (dd/mm/yyyy) 01/10/2020

DCDB 30/09/2020

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**Queensland Government**  
(c) The State of Queensland,  
(Department of  
Natural Resources,  
Mines and Energy) 2020.

**CURRENT TITLE SEARCH**

NATURAL RESOURCES, MINES AND ENERGY, QUEENSLAND

Request No: 34068361

Search Date: 05/06/2020 10:16

Title Reference: 11276189

Date Created: 18/05/1914

Creating Dealing: 602721933

**REGISTERED OWNER**

Dealing No: 718888158 24/07/2018

MARANOA REGIONAL COUNCIL

**ESTATE AND LAND**

Estate in Fee Simple

LOT 1 REGISTERED PLAN 4380  
Local Government: MARANOA**EASEMENTS, ENCUMBRANCES AND INTERESTS**

1. Rights and interests reserved to the Crown by  
Deed of Grant No. 10374120 (SUBN ALLOT 1 SEC 21)

ADMINISTRATIVE ADVICES - NIL

UNREGISTERED DEALINGS - NIL

\*\* End of Current Title Search \*\*

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Requested By: D-ENQ GLOBAL X

## **INFORMATION REPORT**

**Meeting:** Ordinary 11 November 2020

**Date:** 2 November 2020

**Item Number:** 5.2

**File Number:** D20/104014

**SUBJECT HEADING:** Updated Request for Fee Waiver - Sheehan Events

**Classification:** Open Access

**Officer's Title:** Manager - Airports (Roma, Injune, Surat, Mitchell)

---

### **Executive Summary:**

Council has received correspondence from Sheehan Events requesting a fee waiver for passenger and landing fees at Roma Airport.

Sheehan Events are planning on chartering an aircraft for the 2021 Roma Rugby Races, with up to 80 persons attending the event for the weekend.

At its Ordinary Meeting of October 28, 2020 Council resolved that the matter lay on the table until a future meeting to obtain additional information relating to resolutions made by the previous Council surrounding Sheehan Events fee waivers. This report serves to provide this information.

### **Officer's Recommendation:**

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

---

### **Background:**

At its Ordinary Meeting on the 28<sup>th</sup> of October 2020, a report was presented to Council to consider a request for waiving the fees associated with the use of Roma Airport for Sheehan Events to charter a Fokker 70 to Roma for the Rugby Races in 2021, this report is provided as an attachment. Council resolved as follows:

**Resolution No. OM/10.2020/90**

**Moved Cr O'Neil**

**That this matter lays on the table until a future meeting.**

***[Cr O'Neil foreshadowed his request for additional information on the matter, specifically the last two (2) resolutions pertaining to Sheehan Events, and further that the decisions the previous Council made surrounding this event be made available to all Councillors].***

CARRIED

7/1

This report serves to provide Council with further information relating to previous decisions relating to fee waivers for Sheehan Events chartering aircraft to events in the region.

**Body of Report:**

In the previous 3 years, Council has received requests from Sheehan Events for fee waivers associated with the Roma Picnic Races, the following timeline presents the requests and decisions made:

**February 2017:**

Request received for waiving landing and passenger fees for 2017 Picnic Races, resolved as follows:

**Resolution No. GM/02.2017/12**

**Moved Cr Golder**

**Seconded Cr McMullen**

**That Council grant waiver of Landing Fees in support of Youngcare, and to encourage tourism to our region.**

CARRIED

7/1

A further request was received to review previous decision to waive all fees associated with Roma Airport for 2017 Picnic Races, resolved as follows:

**Resolution No. GM/02.2017/39**

**Moved Cr O'Neil**

**Seconded Cr McMullen**

**That Council sponsor the Roma Picnic Races initiative with Sheehan Events and Youngcare to the maximum value of \$7,024, with funds being transferred from Council's Sponsorship Budget GL2887.2249.2001 to the airport ensuring that no airport fees are payable by the event.**

CARRIED

8/0

**September 2017:**

Request received for waiving landing and passenger fees for 2018 Picnic Races, resolved as follows:

**Resolution No. GM/09.2017/78**

**Moved Cr Newman**

**Seconded Cr Schefe**

**That prior to formal consideration, Council:**

- 1. Notify the applicant of the potential implications of the aircraft's ability to land on the runway pavement in the event that repairs to the pavement are in progress during the planned landing timeframe.**
- 2. Request additional information from the applicant, including:**
  - The provision of a letter from Outback Futures in support of the proposal;**
  - Written confirmation as to whether a local charity could be the beneficiary of a portion of the intended donated funds for the upcoming event and any potential future requests;**



- Confirmation that the applicant can land at the Roma Airport within the hours specified by Council, given that Council will incur additional costs for associated security screening requirements if landing were to take place outside the specified hours.
- Confirmation of the proposed approach in acknowledging Council's support of this request if approved.

CARRIED

5/0

This was re-tabled at the meeting of 11 October 2017, resolved as follows:

**Resolution No. GM/10.2017/34**

**Moved Cr O'Neil**

**Seconded Cr Stanford**

**That:**

1. Council sponsor the Roma Picnic Races initiative with Sheehan Events and Outback Futures to the value of \$7,737.40 (including GST).
2. Funds be transferred within GL 2511 (Airport Administration) to a specific (new) Sub account 2249.
3. Council's sponsorship be appropriately acknowledged.
4. Council consider the pavement concession following confirmation of the timing of the Runway Overlay Project.
5. The requirement for the letter from Outback Futures be removed.

CARRIED

8/0

Due to the poor condition of the main runway at Roma at the time of these requests, and prior to the overlay completed in November 2018, additional warning was provided to the proponent regarding potential damage to the runway and/or aircraft from the overload using the Fokker 70 aircraft. Therefore, formal pavement concessions were required with Council resolving as follows at its meeting of the 22<sup>nd</sup> of November 2017:

**Resolution No. GM/11.2017/76**

**Moved Cr O'Neil**

**Seconded Cr McMullen**

**That Council approve the requested pavement concession for the Fokker 70.**

CARRIED

5/3

In summary, both previous requests for fee waivers at Roma Airport from Sheehan Events were approved by the previous term of Council.

**Link to Corporate Plan:**

Corporate Plan 2018-2023

Strategic Priority 4: Growing our region

4.5 Airports

**Supporting Documentation:**

[1](#) Original Report Presented at Ordinary Meeting - 28  
October 2020

D20/99400

**Report authorised by:**

Deputy Chief Executive Officer/Acting Director Infrastructure Services

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**From:** [sheehanevents@iinet.net.au](mailto:sheehanevents@iinet.net.au) <[sheehanevents@iinet.net.au](mailto:sheehanevents@iinet.net.au)>

**Sent:** Tuesday, October 13, 2020 7:11 am

**To:** Tyson Golder

**Cc:** Geoffrey (Geoff) McMullen

**Subject:** Roma Rugby Races

Morning Tyson

As you are aware we are bringing a group of 80 people to Roma for the Rugby Races in June 2021.

We arrive on 25<sup>th</sup> June and depart on Sunday 27<sup>th</sup> June.

We are conducting a Sports Persons dinner on the Friday night with proceeds going to Pinaroo Aged Care Facility and to the Race Club and the Rugby Club.

Guests will also have a \$100 voucher to spend at participating businesses in Roma.

I was wondering if your Council could waive all airport fees for our visit to your town.

Kind Regards

Danny & Julie Sheehan

**Sheehan Events**

**Email:** [sheehanevents@iinet.net.au](mailto:sheehanevents@iinet.net.au)

**Ph:** 0409 638765



**OFFICER REPORT****Meeting:** Ordinary 28 October 2020**Date:** 20 October 2020**Item Number:** L.7**File Number:** D20/99400**SUBJECT HEADING:** Request for Fee Waiver - Sheehan Events**Classification:** Open Access**Officer's Title:** Manager - Airports (Roma, Injune, Surat, Mitchell)

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**Executive Summary:**

Council has received correspondence from Sheehan Events requesting a fee waiver for passenger and landing fees at Roma Airport.

Sheehan Events are planning on chartering an aircraft for the 2021 Roma Rugby Races, with up to 80 persons attending the event for the weekend.

**Officer's Recommendation:**

That Council waive the airport fees for Sheehan Events proposed Rugby Races charter in 2021.

---

**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).

Sheehan Events.

**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

**Context:**

***Why is the matter coming before Council?***

Council has received a request from Sheehan Events requesting a fee waiver for the Roma Airport landing and passenger fees for the Rugby Races in 2021.

Sheehan Events are a commercial business that organises events and tours etc across Queensland and have previously requested fee waivers for Roma Airport in the past.

**Background:*****Has anything already happened in relation to this matter?***

(Succinct overview of the relevant facts, without interpretation)

Sheehan Events have requested waiver of all airport fees, this includes landing and passenger fees.

The costs are outlined below:

**Airport fees:**

Passenger fees: 80 x \$43.90 x 2 movements = \$7,024.00

Landing Fees for Fokker 70: \$726.19

Total: \$7,750.19 including GST

**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 | S 262 (3)(c)

**Powers in support of responsibilities**

(1) This section applies if a local government is required or empowered to perform a responsibility under a Local Government Act.

(2) The local government has the power to do anything that is necessary or convenient for performing the responsibilities.

(3) The powers include all the powers that an individual may exercise, including for example—

(a) power to enter into contracts; and

(b) power to acquire, hold, deal with and dispose of property; and

(c) power to charge for a service or facility, other than a service or facility for which a cost-recovery fee may be fixed.

**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)

This is an opportunity for Council to support up to 80 visitors to the region. The event also includes a fundraising opportunity for Pinaroo, The Roma Turf Club and the Ruma Rugby Club. Additionally, there are flow on benefits to local businesses within Roma as a result of additional tourists for the weekend.

**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?*

This operation was not included in the budget proposed, the revenue that would be gained would be in addition to the budget, therefore waiving the fees would not impact the 2020/2021 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)

Organisers of the Rugby races and Sheehan Events would have interest in the outcome of this matter.

### **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
Not approve request	It is likely to attract negative public attention and would potentially result in cancellation of the charter, impacting on tourism revenue for Roma.

### **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)

In the interest of the wider potential benefits to the region, it is the Author's opinion that Council should waive the fees for this movement.

### **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 waive the airport fees for Sheehan Events proposed Rugby Races charter in 2021.

In the Author's opinion, this draft decision is not contrary to an existing Council policy

**Link to Corporate Plan:**

Corporate Plan 2018-2023

Strategic Priority 4: Growing our region

4.4 Provide airports that contribute to economic and community development of the region

4.10.3 Provide opportunities for community groups to apply for financial and inkind assistance from Council for arts and cultural initiatives.

**Supporting Documentation:**

- |   |   |           |
|---|---|-----------|
| 1 | Request from Sheehan Events to Waive Roma Airport Fees for 2021 Rugby Races | D20/99416 |
|---|---|-----------|

**Report authorised by:**

Deputy Chief Executive Officer/Acting Director Infrastructure Services

## **OFFICER REPORT**

**Meeting:** Ordinary 11 November 2020

**Date:** 26 October 2020

**Item Number:** 11.1

**File Number:** D20/101810

**SUBJECT HEADING:** Roma Performing Arts - Request for Approval

**Classification:** Open Access

**Officer's Title:** Council Buildings & Structures Maintenance  
Officer / Team Coordination

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### **Executive Summary:**

Council has received correspondence from Roma Performing Arts Society Inc. seeking approval to replace the carpet and install mirrors along the southern wall of studio one at the Roma Community Arts Centre.

### **Officer's Recommendation:**

That Council provide in-principle approval to Roma Performing Arts Society Inc. to replace the carpet and install mirrors along the southern wall of studio one at the Roma Community Arts Centre on the following conditions.

- All installations are made by licenced contractors and consideration is made to ensure that the upgrades are safe, compliant with any relevant building legislation and do not decrease the value of the building;
- This approval does not affect the groups responsibilities under their current tenancy agreement with Council; and
- Council has no obligation to maintain the mirrors or to replace the mirrors if damaged.

---

### **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 Community Arts Centre 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?*

Council has received correspondence from Roma Performing Arts Society Inc. seeking approval to replace the carpet and install mirrors along the southern wall of studio one at the Roma Community Arts Centre.

The group have obtained quotations to install 3 x 1,700mm wide by 2,100mm mirrors along the southern wall of studio one and to replace the carpet in studio one.

**Background:**

*Has anything already happened in relation to this matter?*

(Succinct overview of the relevant facts, without interpretation)

The Roma Community Arts Centre is located at 38-44 Hawthorne Street, Roma on land described as Lot 3 & 4 on R868.

Council holds a number of Tenancy Agreements for space at the Roma Community Arts Centre.

Studio 1 and 4 are tenanted by Roma Performing Arts Society Inc. The current agreement has a term of five (5) years commencing 1 October 2018 and expiring on 30 September 2023.

Annual rent is \$2,160.00 per space. All outgoings including building insurance, rates, electricity and water are Council's responsibility. The agreement also holds Council liable for the costs of routine maintenance.

**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)

**22.1 Remove Fittings**

The Tenant will, if so required by the Landlord, remove from the Premises within fourteen (14) days from the expiration or sooner determination of the term of this Lease all fixtures, fittings, floor coverings, signs, and notices or contents of every description erected or installed by the Tenant and requested to be removed by the Landlord. The Tenant will make good any damage caused to the Premises by the removal and if required by the Landlord will realter any alterations made by the Tenant so that the Premises are converted back to their original layout. The Landlord may at its option cause the fixtures, fittings, floor coverings, signs, and notices or contents to be removed and to be stored in a public warehouse or elsewhere at the risk of the Tenant and any damage to be made good and any alterations to be re-altered. The Landlord may recover the costs of removal, storage, making good, and/or realterations from the Tenant as a liquidated debt payable on demand.



## 22.2 Abandon Fittings

Any fittings or fixtures not removed by the Tenant under clause 22.1 will be deemed abandoned by the Tenant and will be and become the property of the Landlord. Nothing contained in this clause relieves the Tenant from, and except where the Landlord agrees in writing to the contrary the Tenant will be liable to the Landlord for, the cost and expense of and associated with any removal by the Landlord of fittings and fixtures not removed by the Tenant from the Premises and the cost and expense of and associated with the making good of any damage to the Premises caused by that removal by the Landlord.

### **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)

Roma Performing Arts Society Inc.

Kym Walters – Community Arts Development Officer has indicated that she is in support of the request, and didn't believe that any of the proposed works would decrease the values of the space in the future.

### **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
Installation	Poor installation could be a safety concern (tripping hazard or mirrors falling).
Long term maintenance	Maintenance of the paintings as a result of vandalism or deterioration over time could be costly.

### 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 provides in-principle approval for the proposed upgrades. Providing that the works are safe and do not diminish the value of the space.

*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 provide in-principle approval to Roma Performing Arts Society Inc. to replace the carpet and install mirrors along the southern wall of studio one at the Roma Community Arts Centre on the following conditions.

- All installations are made by licenced contractors and consideration is made to ensure that the upgrades are safe, compliant with any relevant building legislation and do not decrease the value of the building;
- This approval does not affect the groups responsibilities under their current tenancy agreement with Council; and
- Council has no obligation to maintain the mirrors or to replace the mirrors if damaged.

### Link to Corporate Plan:

Corporate Plan 2018-2023

Strategic Priority 4: Growing our region

4.10 Facilities

**Supporting Documentation:**

[1](#) Request for Permission - Upgrades to Studio 1 - Roma Performing Arts D20/101827

**Report authorised by:**

Manager - Facilities (Land, Buildings & Structures)

Deputy Chief Executive Officer/Acting Director Infrastructure Services



PO Box 47, Roma Qld 4455

Maranoa Regional Council  
PO Box 620  
Roma, Qld 4455.

Attention: CEO – Julie Reitano

Dear Ms Reitano

Re: Upgrades to Studio 1 – Roma Performing Arts

On behalf of the Roma Performing Arts, I would like to put forward a letter seeking permission to have some upgrades done to Studio 1. Since the inception of the Arts Centre we have used this room on a weekly basis as well as made it available for other clubs and committees to use either on a casual basis or permanent arrangement. As a result of the constant use we would like to replace the old carpet and install some mirrors on the southern wall for use by performers during practice sessions and to encourage other groups to use the room.

As responsible tenants we have applied for a grant to cover these costs after discussions with Kym Walters, Community Arts Development Officer who supports our upgrades.

The carpet has many stains and threads are beginning to pull on the join running through the room. We have obtained two quotes to support this replacement if approved.

The mirrors which we would like to install are to assist with practice when preparing for performances and would be installed on the southern side of the room. The size of the mirrors required would be 3 x 1700mm wide by 2100mm high side by side along the wall. We have also obtained quotes for the supply and installation of these pending the outcome of permission from Maranoa Council to install them as well as being successful in obtaining the grant money.

We look forward to Maranoa Council's response to the above request.

Regards

Karen Bendall  
Committee Member  
Roma Performing Arts



## **OFFICER REPORT**

**Meeting:** Ordinary 11 November 2020

**Date:** 29 October 2020

**Item Number:** 12.1

**File Number:** D20/102993

**SUBJECT HEADING:** Council Membership of DASB under QWRAP

**Classification:** Open Access

**Officer's Title:** Manager - Water, Sewerage & Gas

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### **Executive Summary:**

Council is a member of the Downs and Surat Basin (DASB) Group, receiving funding from Queensland Water Regional Alliances Program (QWRAP) towards relevant strategic projects. Council must make a decision about future involvement with QWRAP groups.

### **Officer's Recommendation:**

That Council:

- Note the contents of this report
  - Continue with membership of the DASB Group in the interim
  - Seek to form regional water collaboration and technical group among SWROC Councils under the oversight of the ROC, without an invitation for participation by other DASB Councils.
- 

### **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).

N/A

### **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
DASB	Downs and Surat Basin
QWRAP	Queensland Water Regional Alliances Program
ROC	Regional Organisation of Councils
SWROC	South West Regional Organisation of Councils
SDRC	Southern Downs Regional Council
SWRED	South West Regional Economic Development
TRC	Toowoomba Regional Council
WDRC	Western Downs Regional Council

WSS

Water & Sewerage Services

**Context:**

*Why is the matter coming before Council?*

A decision must be made on future involvement of MRC with QWRAP groups.

**Background:**

*Has anything already happened in relation to this matter?*

(Succinct overview of the relevant facts, without interpretation)

This report follows on from the presentation made to the Council workshop on 27 October 2020, by delegates from QldWater and LGAQ.

Ownership and management of urban water and sewerage services (WSS) by Queensland councils has been brought into question by a number of national studies. In other Australian jurisdictions, management of WSS is undertaken by large authorities that are usually state-owned. Internationally, regionalisation and corporatisation of WSS has been increasing for three decades.

The Queensland Water Regional Alliances Program (QWRAP) was created in 2012 by the LGAQ and Queensland Water Directorate (*qldwater*) in response to three national reviews, calling for reform of the Queensland's council WSS. The program seeks to review costs and benefits of regional approaches and to encourage collaboration among councils. To date, five regions encompassing over 30 councils have agreed to participate in QWRAP including the Downs and Surat Basin (DASB) group which agreed to a Terms of Reference in 2016.

DASB consists of Balonne Shire Council, Goondiwindi Regional Council, Maranoa Regional Council, Southern Downs Regional Council, Toowoomba Regional Council and Western Downs Regional Council.

The following are examples of projects that have been actioned by Groups and most of them have been discussed within the DASB Group:

- Alliance progress (WIM Alliance, WBBROC)
- Biosolids (FNQROC)
- SCADA alignment training (DASB, WBBROC)
- Automatic metering (WIM)
- Director General and Minister visits (ORWA, WIM)
- Reservoir and mains cleaning (ORWA)
- Online-remote water quality data (ORWA)
- Joint sewer relining (WBBROC, ORWA)
- Demand management (DASB)

WIM Alliance – Whitsunday Isaac Mackay Alliance

WBBROC – Wide Bay Burnett Regional Organisation of Councils

FNQROC – Far North Queensland Regional Organisation of Councils

ORWA – Outback Regional Water Alliance

SCADA – Supervisory Control and Data Acquisition

There have been some significant cost savings through these projects.

In addition to these potential advantages, there is significant benefit in knowledge sharing through the group. DASB are sharing documents, tender specifications, knowledge of computer software applications and many other aspects. This saves a lot of time not having to prepare documents from scratch and also taking advantage of the collective knowledge of the group.

The Terms of Reference require the DASB Group to investigate 3 collaborative approaches to consider for the Group. The Group is not bound to adopt any of the approaches from the investigation but must at least consider the merits of the proposals presented at Councillor level. This would ensure that the DASB Group would continue to get QWRAP funding. There is a level of funding provided for a Technical Coordinator and there is project funding which is on a 50/50 share basis.

Three other QLD Groups have developed a formal regional alliance and all have derived cost savings and customer benefits from collaborative action. As well as economies of scale, common advantages have included joint strategic management and planning and regional advocacy with regulators and funding organisations.

The DASB Group commissioned a study on collaboration option. The recommendation was for a Formal Alliance. The findings of this report were presented to Council at a workshop on 12 March 2019. At this time Council supported the concept of a Formal Alliance but indicated that they would want two committees; a governance committee and a technical one.

Four of the six DASB councils were in support of the Formal Alliance, however Toowoomba Regional Council (TRC) and Western Downs Regional Council (WDRC) have not provided any response on this matter.

There have been two new developments since the collaboration report was presented. TRC have proposed a water alliance between TRC, WDRC, SDRC and Tenterfield Shire Council. There is potential that GRC could join this group too. This could see the DASB Group being disbanded.

The other development is that the SWRED Councils have recently formed the South West Regional Organisation of Councils and have expressed interest in forming a QWRAP group for water and sewerage.

Council should consider the following options.

- Continue collaboration with DASB councils and seek to encourage formation of a formal Water Alliance to allow greater access to QWRAP funding. This is the position taken by council in the past with the additional direction that any other SWRED Councils should be invited to participate in any projects undertaken by the Alliance.
- Seek to form regional water collaboration and technical group among SWROC Councils under the oversight of the ROC (either with or without an invitation for participation by other DASB Councils). It is envisaged that such a collaboration could be developed to build on parts of the work already undertaken by the existing DASB technical group.
- Elect to cease regional collaboration on water and sewerage management.

It is recommended that Council continue with involvement in a QWRAP group. To date there has been great benefit and costs savings to Council through this. The DASB membership means that MRC are one of the smaller Councils, being able to share knowledge from the bigger Councils. Under the SWROC alliance, MRC would be the largest Council and so the benefit would be reduced, but there are still cost savings to be achieved.

**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)

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)

Rob Fearon – Qld Water, provided background information

**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)

QWRAP funding is received by groups that form an alliance.

**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?***

There is unlikely to be any impact on this 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)

As a member of a QWRAP Group, Council does enjoy savings on projects and obtain documents free from other groups. This is offset by in-kind time contributions. Overall Council receive benefit from belonging to a group, which will be lost if Council elects to cease regional collaboration on water and sewerage management.



### 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
N/A	N/A

### 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)

There is a lot of benefit in belonging to a QWRAP group and it is recommended that Council does continue with this. The greatest advantage to MRC is to belong to the DASB Group as they obtain the benefit from the larger Councils with more resources. However as it appears that this group is slowly disbanding, it is in MRC interest to pursue a new QWRAP group with SWROC Councils.

### 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
- Continue with membership of the DASB Group in the interim
- Seek to form regional water collaboration and technical group among SWROC Councils under the oversight of the ROC, without an invitation for participation by other DASB Councils.

### Link to Corporate Plan:

Corporate Plan 2018-2023

Strategic Priority 1: Getting the basics right

1.1 Water

### Supporting Documentation:

[1](#) Queensland Water Regional Alliance Program - Update & Council Consultation - Regional Water Governance - 27.10.2020 D20/103059

**Report authorised by:**

Deputy Chief Executive Officer/Acting Director Infrastructure Services



# QWRAP UPDATE and COUNCIL CONSULTATION - REGIONAL WATER GOVERNANCE

MARANOA REGIONAL COUNCIL

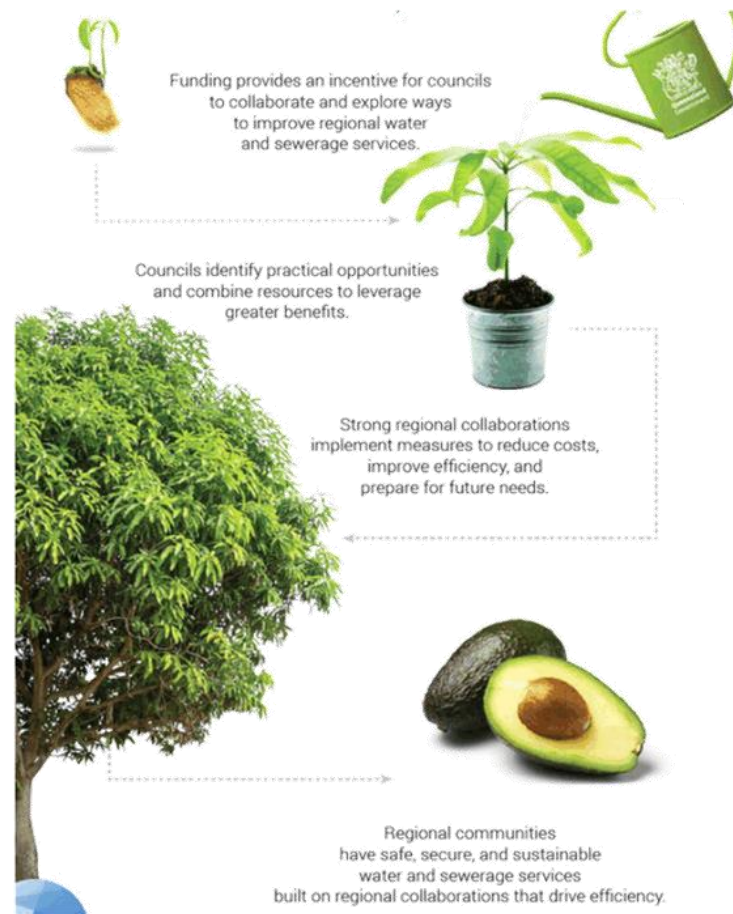
27<sup>th</sup> OCTOBER 2020



DOWNS AND SURAT BASIN WATER GROUP



## WHAT IS QWRAP?



Queensland  
Water Regional Alliance Program

DOWNES AND SURAT BASIN WATER GROUP





## WHY QWRAP?

Most Australian jurisdictions have large state-owned providers.

Reforms resulted in regional, corporatised utilities in:

- Victoria,
- Metro-NSW,
- Tasmania &
- South East Queensland.

### Regional Qld & country NSW are different

- In 2011, three national reviews called for reform in Queensland and
- Different models were suggested. All involved moving away from local government management.

### TasWater takeover: State Government to take ownership of water body from July 2018

Updated 7 Mar 2017, 7:02pm

The Tasmanian Government is making good on its threat to take control of the state's water body, promising to speed up the timeframe of urgently needed infrastructure upgrades.

Premier Will Hodgman used today's State of the State address on the first sitting day of Parliament to outline the Government's intention to assume ownership of TasWater.

"No-one will lose their job as a result of this change of ownership," he said.

"Concessions to low-income Tasmanians and pensioners remain as they are, firmly in place."

Late last year, TasWater announced a 10-year plan to heavily invest in upgrading infrastructure.

Several towns in Tasmania have undrinkable water, and about 20 towns are on Boil Water alerts.

In the weeks before Parliament's return, Treasurer and Local Government Minister Peter Gutwein foreshadowed he did not accept TasWater's approach to fixing the problems.

The Government will take over TasWater from July next year.

It will introduce legislation to prohibit any future privatisation of TasWater.



**PHOTO:** Peter Gutwein has been highly critical of TasWater's approach to upgrading its infrastructure. (ABC News: Pablo Vinales)

**RELATED STORY:** Tasmanian councils have failed the community on water supply: Treasurer

**RELATED STORY:** Tasmanian mayor tells minister to 'roll up the sleeves' over water problems

**RELATED STORY:** Government considers TasWater takeover to tackle water problems

**RELATED STORY:** TasWater boss fires back at Gutwein's plan to wrest control

**MAP:** Hobart 7000

## WHY QWRAP?

**National Infrastructure Plan 2013:** “regional delivery models, formal infrastructure agreements between bodies, and consolidation of local governments, especially in New South Wales and Queensland”.

**National Water Commission 2014:** Urban water reform needs to be accelerated.

**Matthews (ATSE Focus 2015)** “there is no intrinsic reason why water supply to urban communities should be largely run by the public sector rather than the private sector”.

**Harper Review (2015)** “Governments should focus on strengthening economic regulation in urban water and creating incentives for increased private participation in the sector through improved pricing practices”.

**Australian Infrastructure Plan 2016:** In NSW and Qld audits of the LG water sector “should inform pathways to more sustainable models.”

**Productivity Commission 2018:** “The Governments of New South Wales and Queensland should consider the merits of aggregation of regional water utilities, case-by-case [...] Where the expected benefits of horizontal aggregation do not outweigh the costs, governments should consider the case for establishing regional alliances.



### DOWNES AND SURAT BASIN WATER GROUP



## WHY QWRAP – International Review

### Common principles:

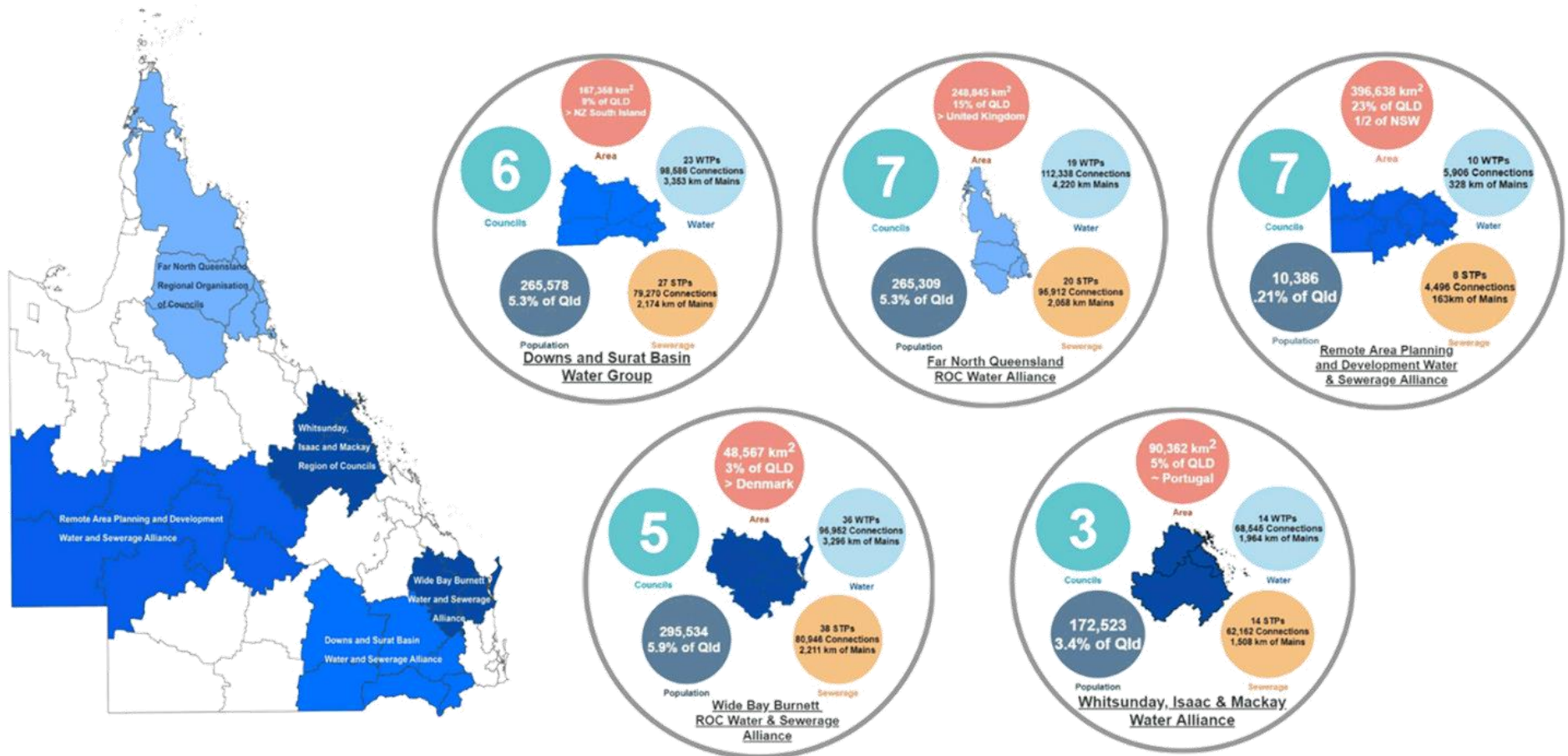
- regionalisation,
- corporatisation,
- increased PPPs,

The common successful models mirror the 2011 recommendations.

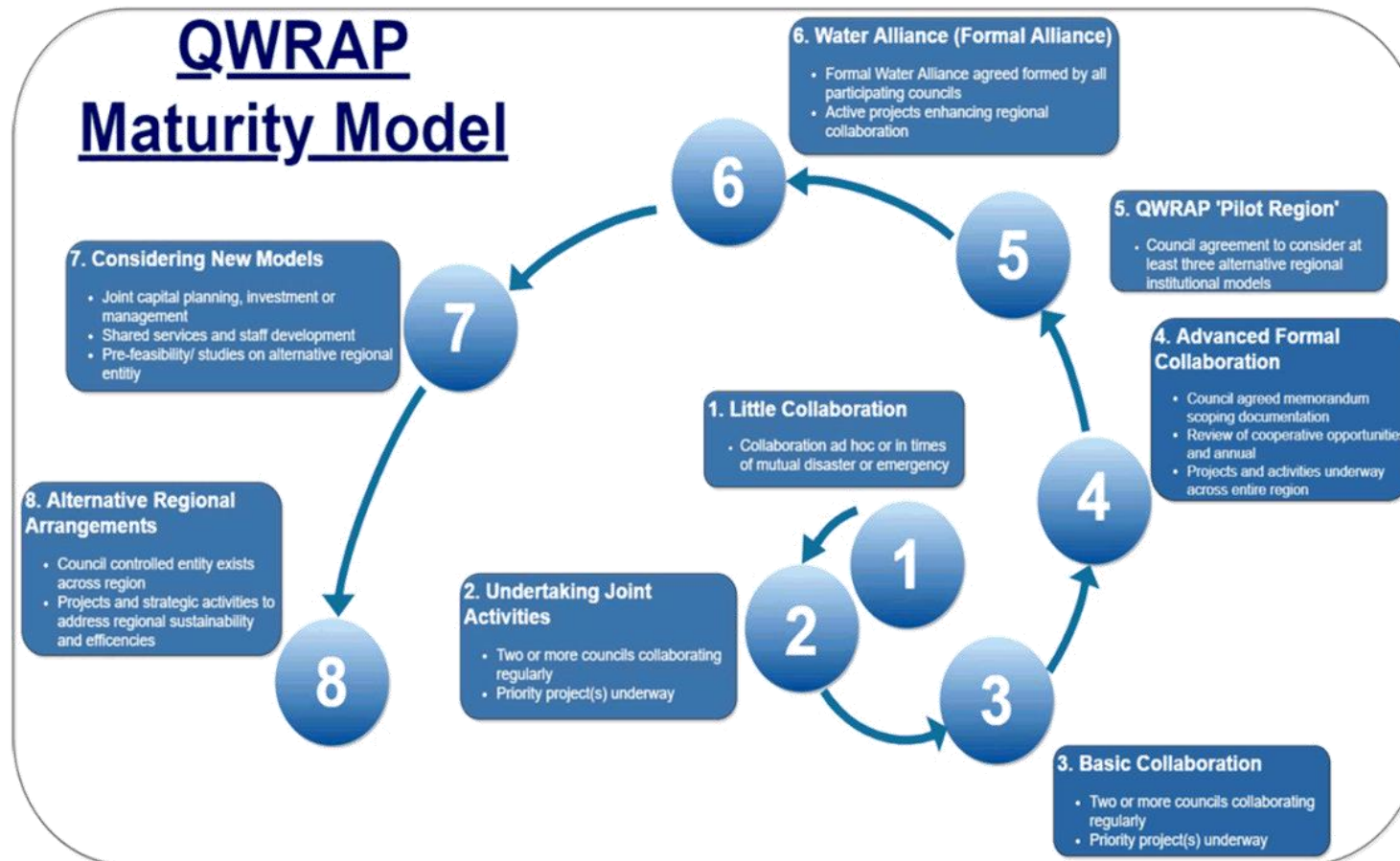


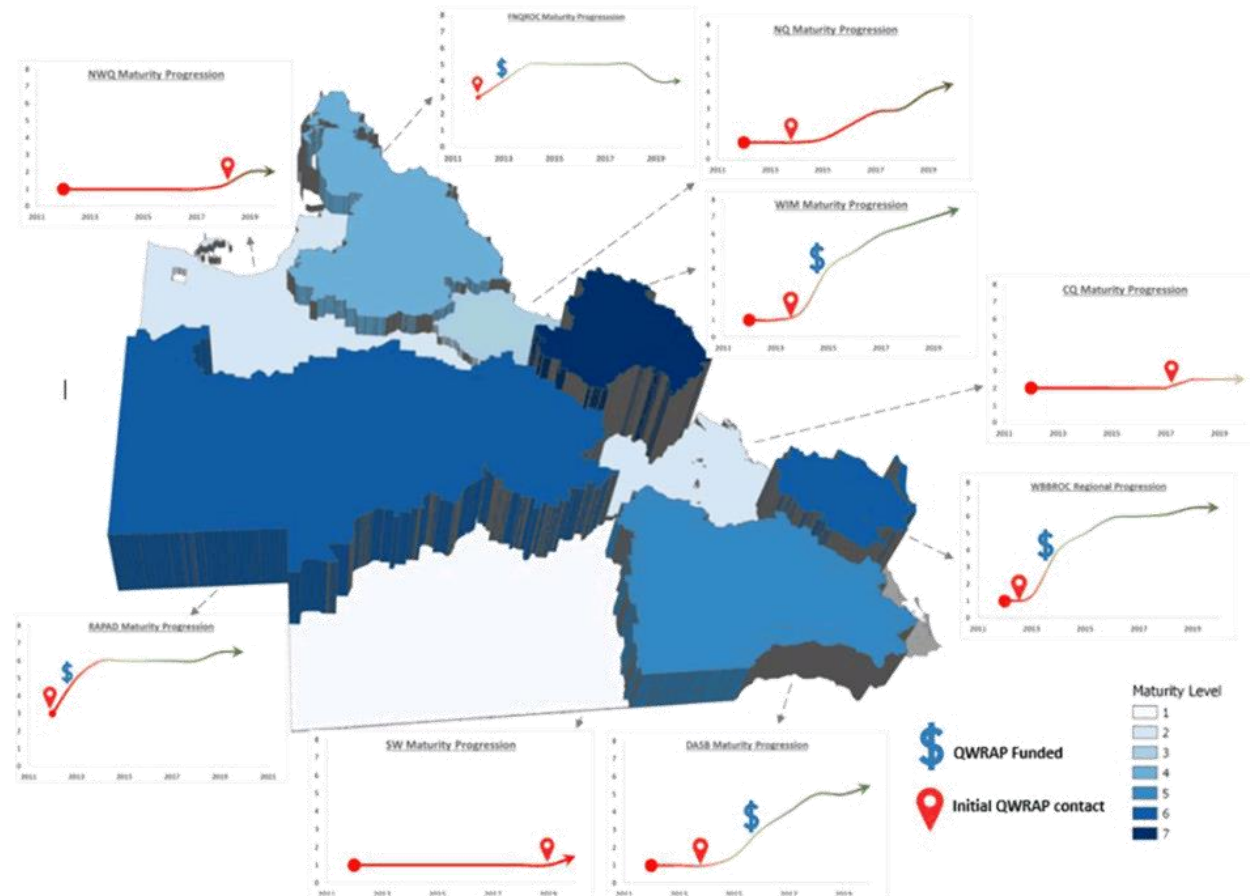
OECD and G20 Models
Council service provider.
Commercialised council service provider.
Council-owned corporation
Regional Alliance of councils (voluntary)
Mandatory (binding) Regional Alliance
County Council (service provision only)
County Council (incl. asset ownership)
Joint Council-Owned Regional Utility.
State-owned Regional Utility.
Whole-jurisdiction government utility.
Privatised water utilities.



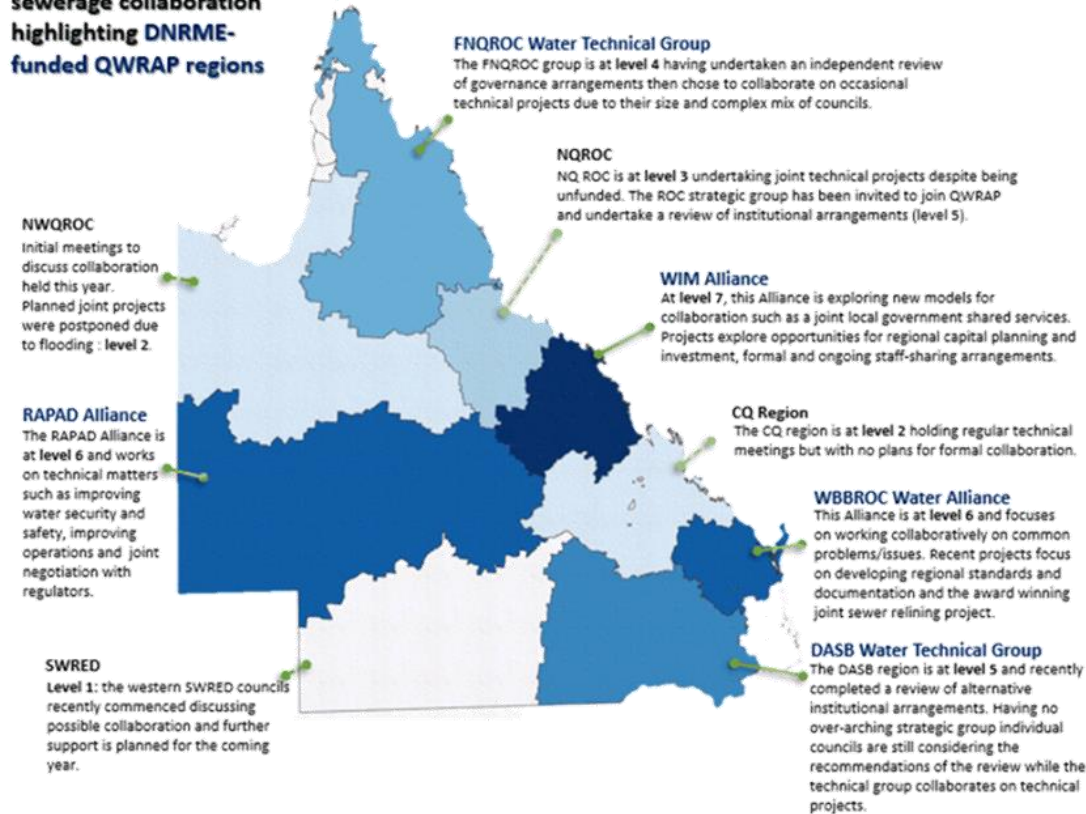




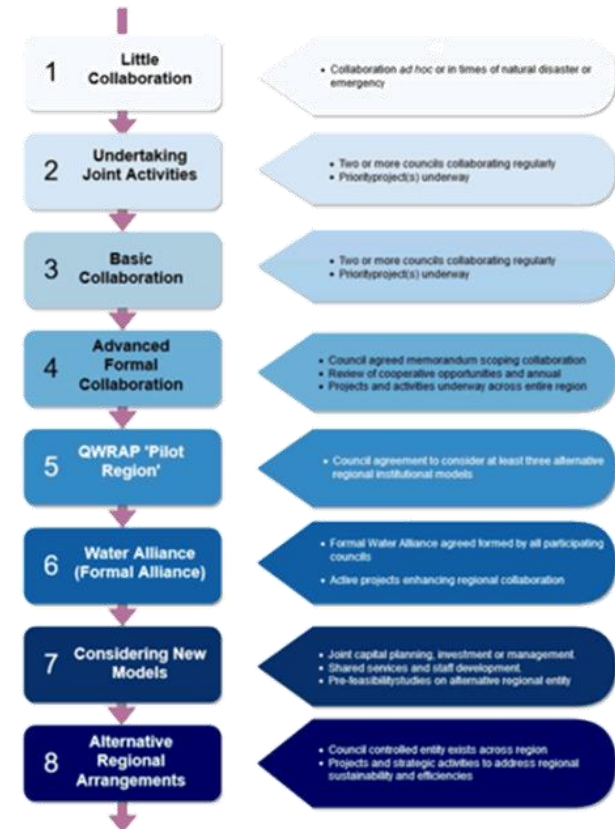




### Maturity in water and sewerage collaboration highlighting DNRME-funded QWRAP regions



### Collaboration Maturity Model



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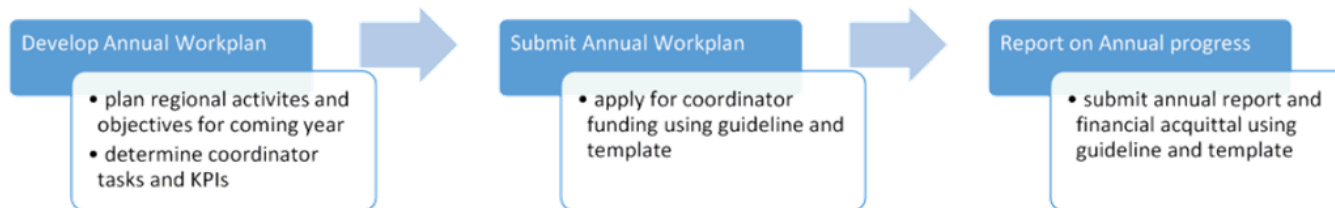


## HOW DOES QWRAP BID POOL FUNDING WORK?

### Joint Projects and Activities

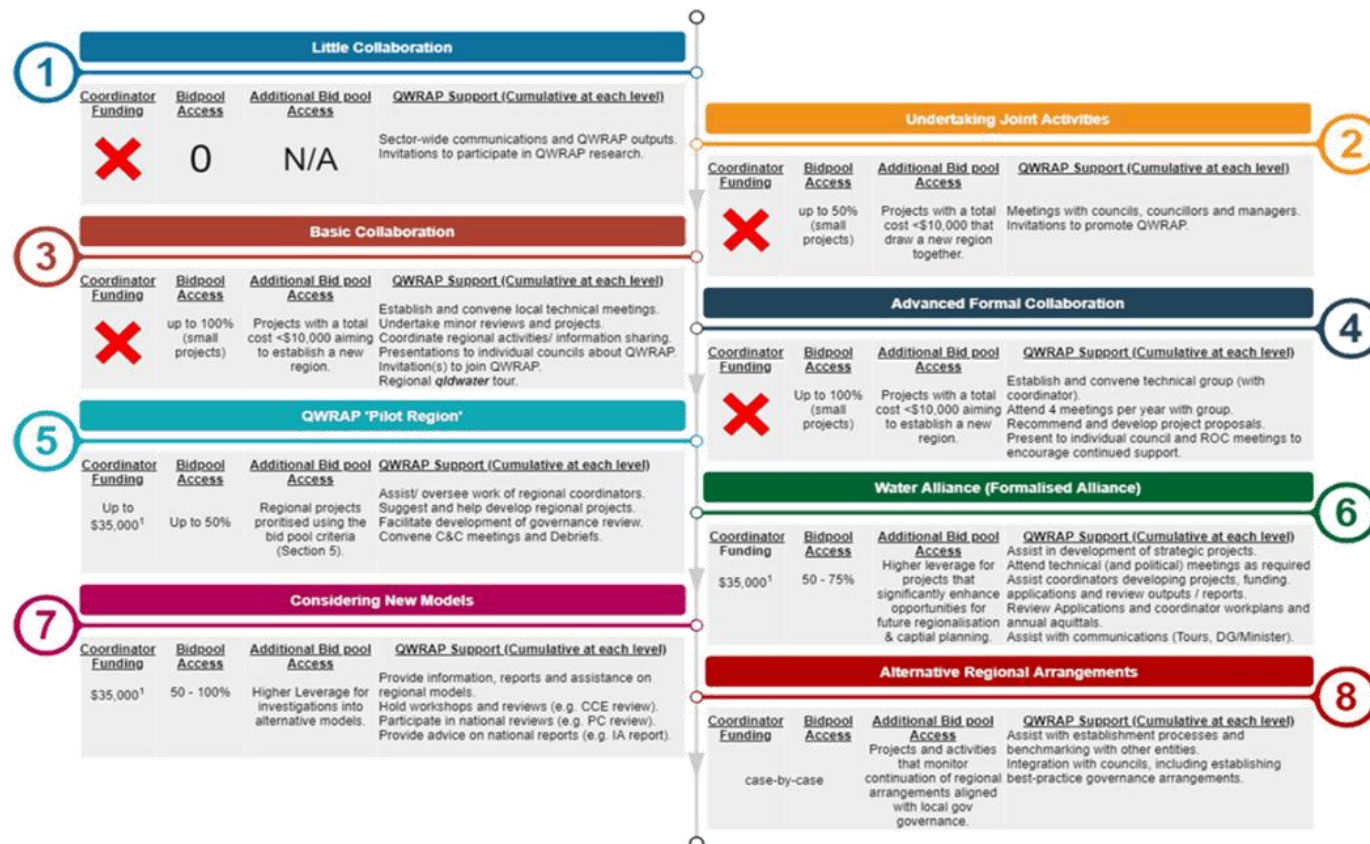


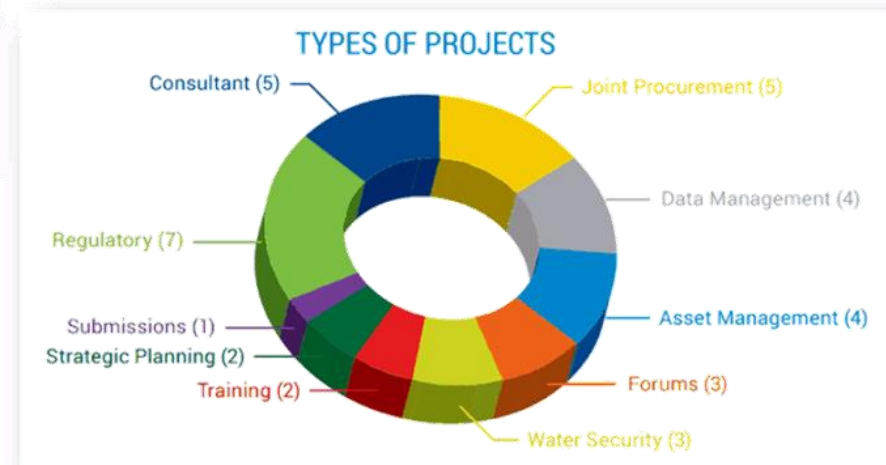
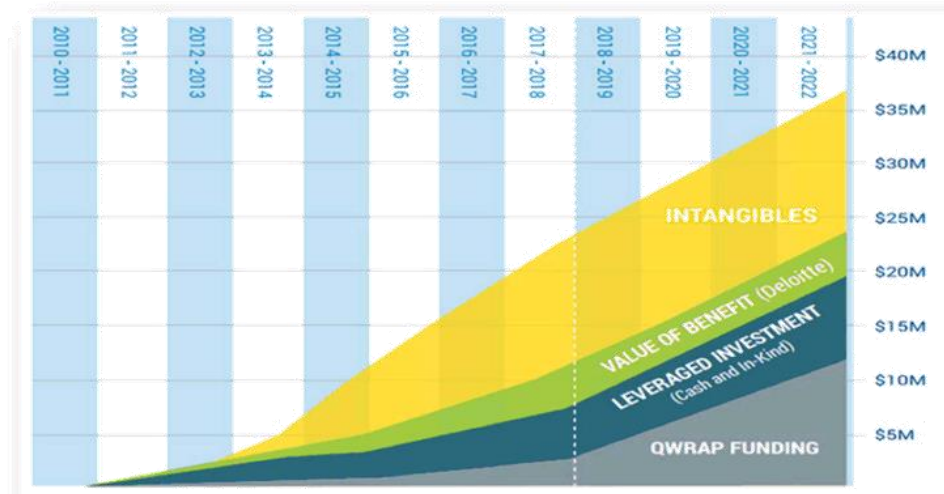
### Funding for Regional Coordinator





## HOW DOES QWRAP BID POOL FUNDING WORK?





Queensland  
Water Regional Alliance Program

DOWNES AND SURAT BASIN WATER GROUP



## QWRAP Research

QWRAP research has focused on a series of issues with the aim of informing council deliberation about regional collaboration and the importance of reform of the urban water industry. A common element has been the analysis of the costs, benefits, risks and opportunities associated with regionalisation of Queensland water and sewerage services.

2019 - [Infrastructure Cliff? Queensland's ageing water and sewerage assets. 2. Cost implications for in-ground assets.](#)

- Research Report 5.2: In-ground asset costs analysis.

2018 – [Infrastructure Cliff? Queensland's ageing Water and Sewerage Assets.](#)- Research Report 5.1: In-ground asset age analysis.

2017 - [Demand Management Case Studies](#) - This report showcases demand management programs from regional Queensland.

2017 - [Council Owned Water Services](#) - Results from workshop on governance options for council controlled water services.

2016 - [Modelling Water Demand.](#)- Research Report 4: Modelling Water Use in Regional Queensland (see also [Water Demand Research](#))

2015 - [Cost Drivers and KPIs.](#) Research Report 3: Review of financial indicators and cost drivers for the Queensland urban water industry.

2015 - [Review of Sustainable Models.](#) Research Report 2: Review of urban water reform in Australia and overseas.

2011 - [QWRAP Scoping Paper.](#) Research Report 1: Review of drivers of urban water reform and alternative institutional models.



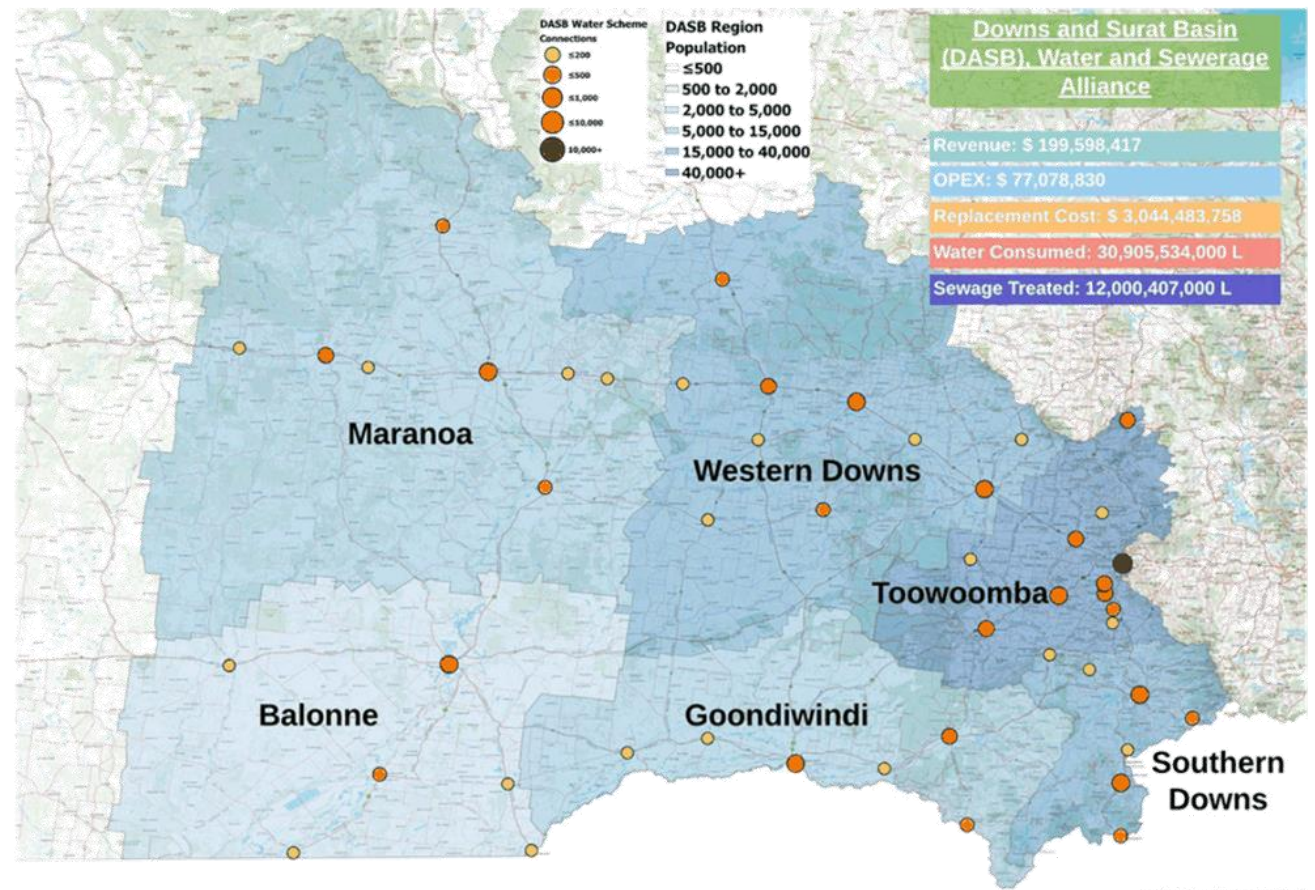
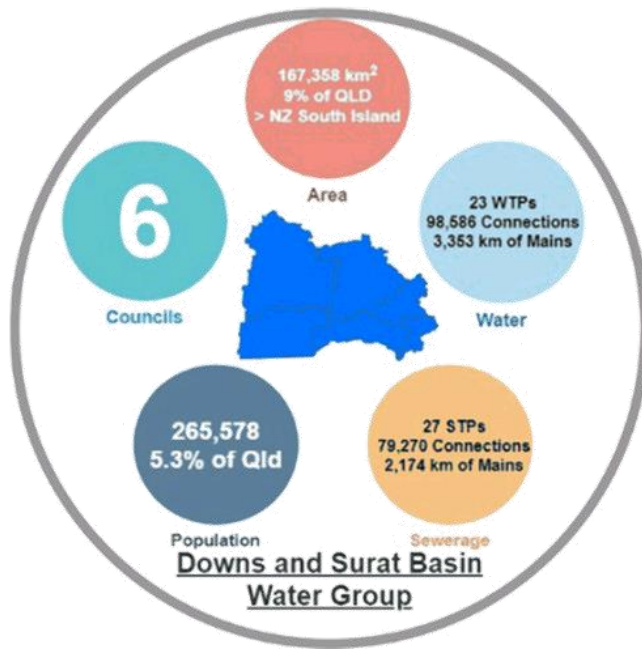
DOWNNS AND SURAT BASIN WATER GROUP







## DOWNS AND SURAT BASIN WATER GROUP



Queensland  
Water Regional Alliance Program

DOWNS AND SURAT BASIN WATER GROUP



## Collaboration Examples – DASB Water Group

### Completed Projects

- Aligning DWQMP anniversary dates
- Joint procurement DWQMP review services
- Regional Water Governance Review Study
- Regional SCADA Standards
- Standard Tender Documentation for sewer relining and condition assessment

### Current Projects

- Regional Water Governance Review – consultation and implementation
- Joint procurement of water and sewerage Cyber Security Audit, Risk Assessment and Mitigation consultancy services
- Operator forums and field days

### Future Projects?

- Joint procurement sewer relining and condition assessment services
- Joint procurement reservoir inspection and cleaning services
- Regional trainee recruitment
- Skills gap analysis and coordinated regional training
- Joint procurement air scouring and pigging services
- Regional engineering student placement program
- Water security assessment gap analysis

## DASB Projects – QWRAP Bid Pool Funding and Council Contributions (to 30<sup>th</sup> August 2020)

Project	Total Project Cash Cost	Bid Pool Funding Received	Councils' Cash Contribution	Councils' In-kind Contribution
Regional Coordinator and Steering Group (including proposed/new projects)	\$129,600	\$120,000 (93%)	\$9,600 (7%)	\$106,243
Regional Water Governance Review	\$79,135	\$46,880 (59%)	\$32,255 (41%)	\$30,579
Regional SCADA Standards	\$97,200	\$72,900 (75%)	\$24,300 (25%)	\$37,990
Water Security Planning	\$17,250	\$17,250 (100%)	\$0	NA
Sewer Relining Standard Tender Documentation	\$11,340	\$7,425 (65%)	\$3,915 (35%)	\$6,231
Regional Operator Forums and Field Days	NA	NA	NA	\$13,163
<b>Total</b>	<b>\$334,525</b>	<b>\$264,455 (79%)</b>	<b>\$70,070 (21%)</b>	<b>\$194,206</b>

Total Projects Cost	Bid Pool Funding Received	Councils' Cash Contribution	Councils' In-kind Contribution
<b>\$528,731</b>	<b>\$264,455 (50%)</b>	<b>\$70,070 (13%)</b>	<b>\$194,206 (37%)</b>



DOWNES AND SURAT BASIN WATER GROUP





## THE DOWNS AND SURAT BASIN REGIONAL WATER GOVERNANCE REVIEW

### What regional water governance options were considered?

1. Independent Operation
2. Formal Alliance
3. Service Delivery Business
4. Joint Council Entity



## WHAT'S IMPORTANT TO DASB WATER BUSINESSES? (HIGH PRIORITY SERVICE OBJECTIVES)

- Managing risk
- Public health
- The environment
- Secure water supplies
- Reliable services
- Legislative compliance
- Worker safety
- Skilled and stable workforce
- Customer Service

- Community consultation
- Local employment
- Maintaining Council's control
- Performance reporting
- Economies of scale
- Flexibility
- Financial sustainability
- External grants and subsidies

## COLLABORATION OPPORTUNITIES AND THE POTENTIAL BENEFITS

1. Identified the collaboration opportunities
2. Assessed in terms of criticality, potential benefits and facilitation costs

ASSETS	SCORE	FINANCIAL CAPACITY AND MANAGEMENT	SCORE
Evaluation of capital investments	15	Emergency response and management	15
Asset valuation framework	12	Regional advocacy	12
Strategic network and asset management	10		
Capital availability for essential works	10		
Maintenance planning and resourcing	10		
Infrastructure design and procurement	10		

## HOW DO THE OPTIONS STACK UP?

Objective	Independent Operation	Formal Alliance	Service Delivery Business	Joint Council Entity
Protection of public health	✓	✓	✓	✓
Legislative compliance	✓	✓	✓	✓
Workplace health and safety	✓	✓	✓	✓
Attraction of skilled staff	≈	≈	✓	✓
Minimising staff turnover	✓	✓	≈	≈
Security of the water supply	✓	✓	✓	✓
Continuity and reliability of water and wastewater services	≈	✓	✓	✓
Renew and maintain water and wastewater infrastructure	≈	✓	✓	✓
Protection of the environment	✓	✓	✓	✓
Effective capital planning	≈	✓	✓	✓
Access to, and use of, shared Council resources	✓	✓	≈	✗
Risk identification, management and mitigation	≈	✓	✓	✓
Minimisation of capital and operating costs	≈	✓	≈	≈
Council control of asset management/capital investment	✓	✓	≈	✗
Council control over water and wastewater charges	✓	✓	≈	≈
Effective and responsive customer service	✓	✓	✓	✓
Financial sustainability	≈	✓	≈	≈
Effective community engagement/customer responsiveness	✓	✓	≈	≈
Employee satisfaction and empowerment	✓	✓	≈	≈
Enhancing local advocacy	✓	✓	≈	≈
Enhancing regional advocacy	≈	✓	✓	✓
Maximising local employment	✓	✓	≈	≈
Taking advantage of innovation and newer technology	≈	✓	✓	✓

## WHAT DID THE REVIEW REPORT RECOMMEND?

### Recommended Governance Model

It is recommended that the Formal Alliance model be adopted, given that it has the ability to provide cost savings, enhanced operational outcomes and longer-term benefits where funding is able to be accessed for specific regional activities for minimal member Council investment.

The Formal Alliance model also has the capacity to provide the necessary benefits to drive improvements in capital and maintenance planning, management and delivery – which represent the highest cost areas for each Council – without the additional costs of the Joint Council Entity model.



## WHAT WAS THE PREFERRED ALLIANCE STRUCTURE?

Two committees:

- A governance committee consisting of CEO and/or Mayor/Councillor representatives from each Council, having overarching decision making power on projects; and
- A technical committee consisting of technical representatives from each Council, which develops and manages the identified projects

The governance committee could be an existing strategic oversight group, such as a ROC, or a dedicated committee.

## What were the learnings from the first round of consultation?

1. All 4 consulted Councils (BSC, GRC, MRC and SDRC) strongly supported the formal water alliance model.
2. Member Councils should have the option to opt out of projects not offering a direct benefit. Councils which opt out would not be required to contribute to the project costs.
3. Contributions to project costs should reflect the benefits to each individual Council.
4. Strong support for a 2 tier governance structure.
5. Interest in adopting a model similar to the existing Roads Alliance model, although at this time there isn't similar access to capital funding.
6. Progress towards a formal water alliance has been hindered by the absence of a corresponding Regional Organisation of Councils.
7. General support for the inclusion of the then SWRED Councils, either as full members of an alliance or as "associate" members participating in selected projects.

## What has happened since then?

1. Unsuccessful in engaging with Toowoomba Regional Council and Western Downs Regional Council.
2. 2020 Local Government Elections.
3. South West Regional Organisation of Councils:
  - QWRAP/water and sewerage group
  - Balonne Shire Council and Maranoa Regional Council withdrawal from DASB?
4. Proposed Water Alliance:
  - Toowoomba Regional Council
  - Western Downs Regional Council
  - Southern Downs Regional Council
  - Tenterfield Shire Council
  - Goondiwindi Regional Council?

# DISCUSSION



Queensland  
Water Regional Alliance Program

DOWNS AND SURAT BASIN WATER GROUP





## **OFFICER REPORT**

**Meeting:** Ordinary 11 November 2020

**Date:** 29 October 2020

**Item Number:** 12.2

**File Number:** D20/103187

**SUBJECT HEADING:** Regional Domestic Water Connection Policy

**Classification:** Open Access

**Officer's Title:** Manager - Water, Sewerage & Gas

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### **Executive Summary:**

There have been several extensions approved to the Regional Domestic Water Zones. The plans attached to the policy have been updated to reflect these and requires Council adoption of the revised policy.

### **Officer's Recommendation:**

That Council adopt the Regional Domestic Water Connections Policy as presented

---

### **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).

N/A

### **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
N/A	N/A

### **Context:**

***Why is the matter coming before Council?***

There have been several extensions approved to the Regional Domestic Water Zones. The plans attached to the policy have been updated to reflect these and requires Council adoption of the revised policy.

### **Background:**

***Has anything already happened in relation to this matter?***

(Succinct overview of the relevant facts, without interpretation)

The Regional Domestic Water Connections Policy defines the conditions under which these connections can be made as well as providing plans of the zones. There have been several extensions approved to the Regional Domestic Water Zones, however the policy has not been formally adopted by Council with the changed plans.

This report presents the policy, unchanged except for the plans updated to reflect the approvals granted by Council for extensions.

In future when these extensions of the zones are presented to Council, a recommendation will be included to say that the plans attached to the policy will be updated. This will obviate the requirement to present this policy again for this purpose.

**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)

This report relates to the Regional Domestic Water Connection 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)

Technical Officer GIS / CAD updated the zones to reflect the new boundaries.

Project Officer - Process & Systems Review WSG reviewed these plans and updated the policy.

**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?***

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)

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)

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
N/A	N/A

**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 new plans have already been approved by Council, this is just a formality to approve them as part of the policy.

**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 adopt the Regional Domestic Water Connections Policy as presented

**Link to Corporate Plan:**

Corporate Plan 2018-2023

Strategic Priority 1: Getting the basics right

1.1 Water

**Supporting Documentation:**

[1](#) Regional Domestic Water Connection Policy

D13/43139

**Report authorised by:**

Deputy Chief Executive Officer/Acting Director Infrastructure Services

## POLICY: REGIONAL DOMESTIC WATER SERVICES



### 1. Purpose

This policy is to apply "Domestic Rural Water Service Areas" to applicable towns and villages within the Maranoa Regional Council area and to prescribe the terms and conditions applicable to water service connections within the adopted areas.

### 2. Scope

This policy is to apply to:

- all Regional Domestic Water Services and Connections;
- applicants for these services;
- Maranoa Regional Council employees who assess applications; and
- All employees and/or contractors engaged to install the required infrastructure.

### 3. Definitions

<b>Regional Domestic Water Service</b>	Is a means for providing to allotments outside the Urban Water Area, where a principal place of residence or other registered dwelling place exists, a safe and accessible potable water supply service for domestic use only;
<b>Regional Domestic Water Service Area</b>	Area as defined in maps in Appendix A, being those Rural areas where Maranoa Regional Council has deemed that a Regional Domestic Water Service may be installed to a principal place of residence or other registered dwelling place exists
<b>Regional Domestic Water Connection</b>	Is a connection provided from a Regional Domestic Water Service to one or more allotments outside the Urban Water Area to provide a means of accessing a safe and potable water supply source
<b>Rural Area</b>	Is that area outside the Urban Water Area.
<b>Urban Water Area</b>	Is that area where expected demand growth has been allowed for, effective planning of the land use has occurred and where infrastructure can be provided efficiently.

### 4. Details

All allotments within the Regional Domestic Water Service Area (as defined on maps in Appendix A), where a principal place of residence or other registered dwelling place exists, are eligible for connection to a Regional Domestic Water Service.

All costs associated with the supply and installation of the infrastructure required to provide the connections are to be borne by the applicant.

The following Regional Domestic Water Service conditions apply:

1. The meter and supply point will be located adjacent to Maranoa Regional Council's water main. The connection between the metering point and the consumer's on-site storage tank is the responsibility of the consumer, as is the maintenance of this service line.
2. Supply and pressure from Maranoa Regional Council's water main will not be guaranteed to be continuous or consistent.
3. Maranoa Regional Council may temporarily disrupt supply for the purpose of repair or maintenance, but shall



## POLICY: REGIONAL DOMESTIC WATER SERVICES



- not be held responsible for damages arising from any interruption.
4. On-site storage with a minimum capacity of 20 Kilolitres must be provided. The storage tank will require an elevated location to provide pressure or a pressure pump system may need to be installed. Additional site storage of 45 Kilolitres of water, using a tank, located within a radius of 50 meters from a dwelling, for fire fighting purposes is required.
  5. The water supply is required to be directly connected from the metering point to the storage tank. No intermediate connections are allowable. The water level in the storage tank is to be controlled automatically by a ball float valve. A minimum air gap of 100mm must be maintained between the tank filling inlet and tank overflow.
  6. All private installations, from the meter, are to be carried out by a suitably qualified and licensed person. The requirements of the Local Government (water, Sewerage and Drainage) Regulation 1993, the Water Supply Code, and appropriate trade standards must be met.
  7. Water supply will only be available for domestic potable purposes.
  8. Connection to councils main will only be given upon council receiving a "properly made" building application, and compliance with conditions 4 and 5.
  9. The cost of connecting the water supply includes the provision of a 25mm meter and a backflow prevention device. Both of these devices remain the property of Maranoa Regional Council, although the maintenance and care of both devices is the responsibility of the consumer. The cost of providing the supply is payable in advance.
  10. At the Council's discretion, a plumber or contractor may be engaged to construct the works quoted. This work will only be commissioned when proved to be of satisfactory standard. Supervision and testing will be at the cost to the contractor. A security deposit will be required for work to be carried out by a contractor. This deposit will be equal to the estimated cost of the work.
  11. The Consumer shall ensure that Council has unencumbered ready access to its meter and installation at all reasonable times.
  12. Only one metered service to each individual property will be permitted of the size noted in condition 9 above.
  13. The consumer is responsible for the maintenance and operation of the water supply installation from the meter. Maranoa Regional Council will not accept any responsibility for the loss of water or resultant cost from and after the installed meter.
  14. In addition to the above conditions, contained in clauses 1 to 13, Maranoa Regional Council reserves the right to alter or amend any of the conditions of supply in line with changing standards and policies. Your failure to abide by any of these conditions in the future may lead to Council refusing to continue to supply your property with water.

#### 5. Related Policies and Legislation

- *Local Government (Water, Sewerage and Drainage) Regulation 1993, the Water Supply Code.*
- *Local Government Regulation 2012*

#### 6. Associated Documents

*Nil*

#### 7. Revision History

Policy Revision	Approval Date	Reference
0.2	27/04/2011	ST.14.1
0.3	17/06/2019	D13/43139
0.4	22/10/2020	D13/43139 / OM/09.2020/90

POLICY: REGIONAL DOMESTIC WATER SERVICES



APPENDIX A

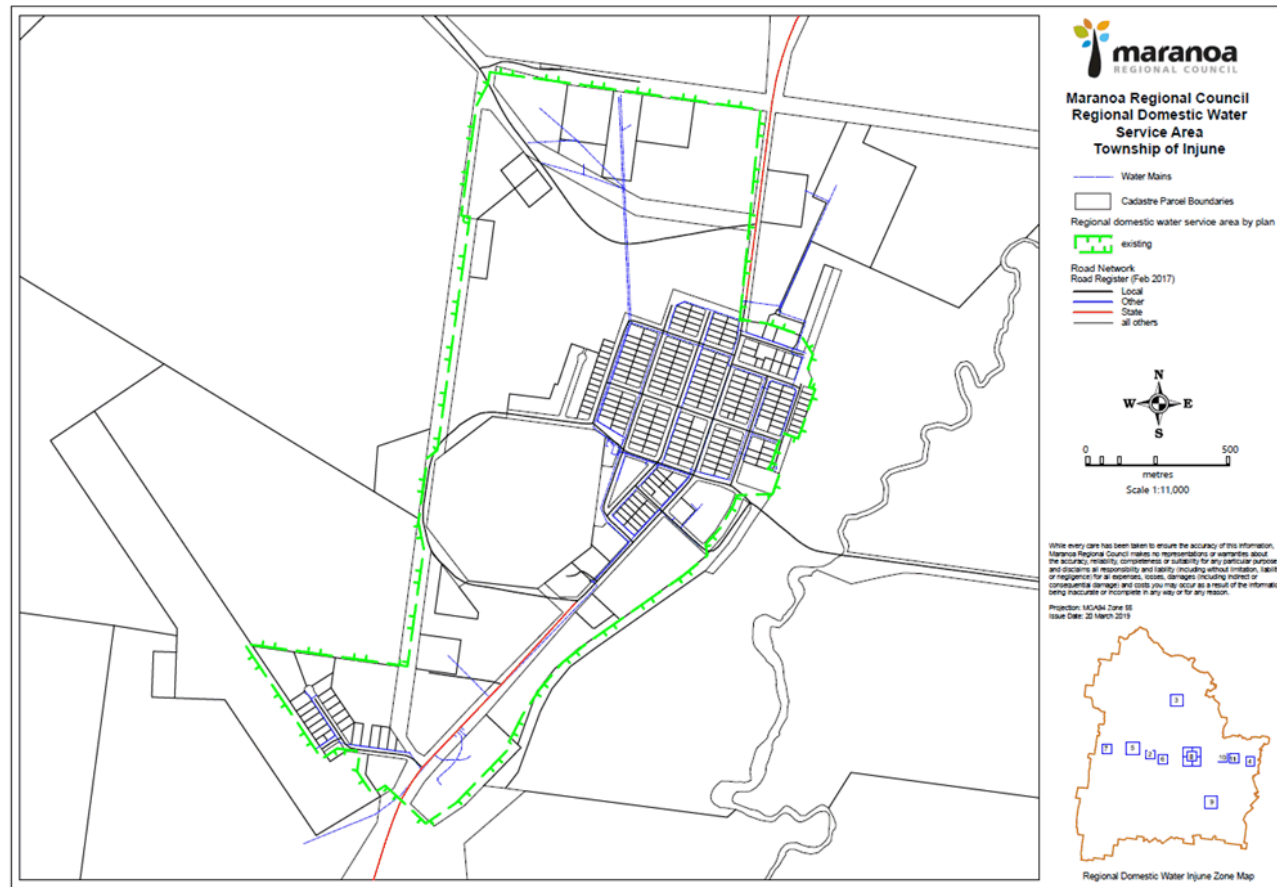
## POLICY: REGIONAL DOMESTIC WATER SERVICES



Document Number: D13/43139  
Revision Number: 0.4  
Resolution Number OM/09.2020/90

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## POLICY: REGIONAL DOMESTIC WATER SERVICES

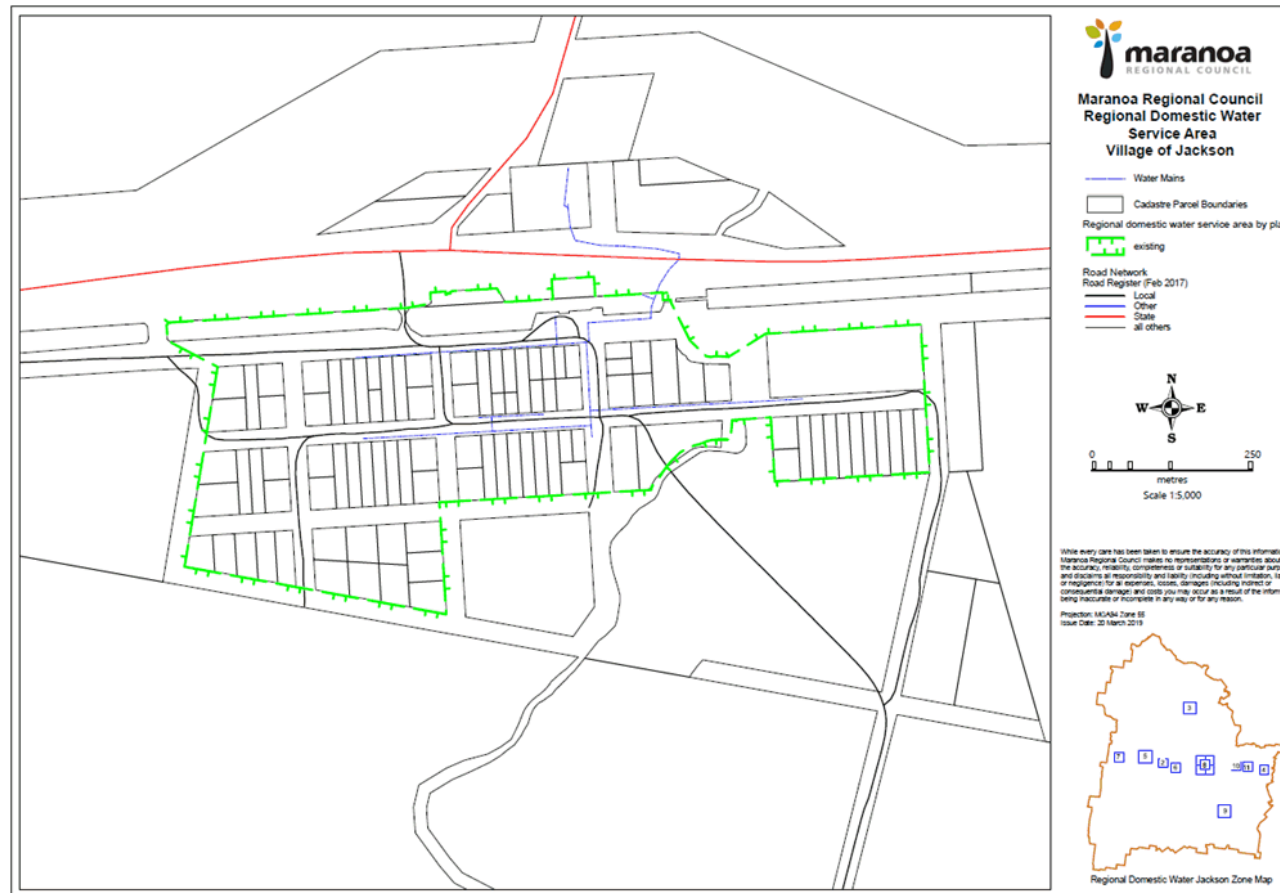


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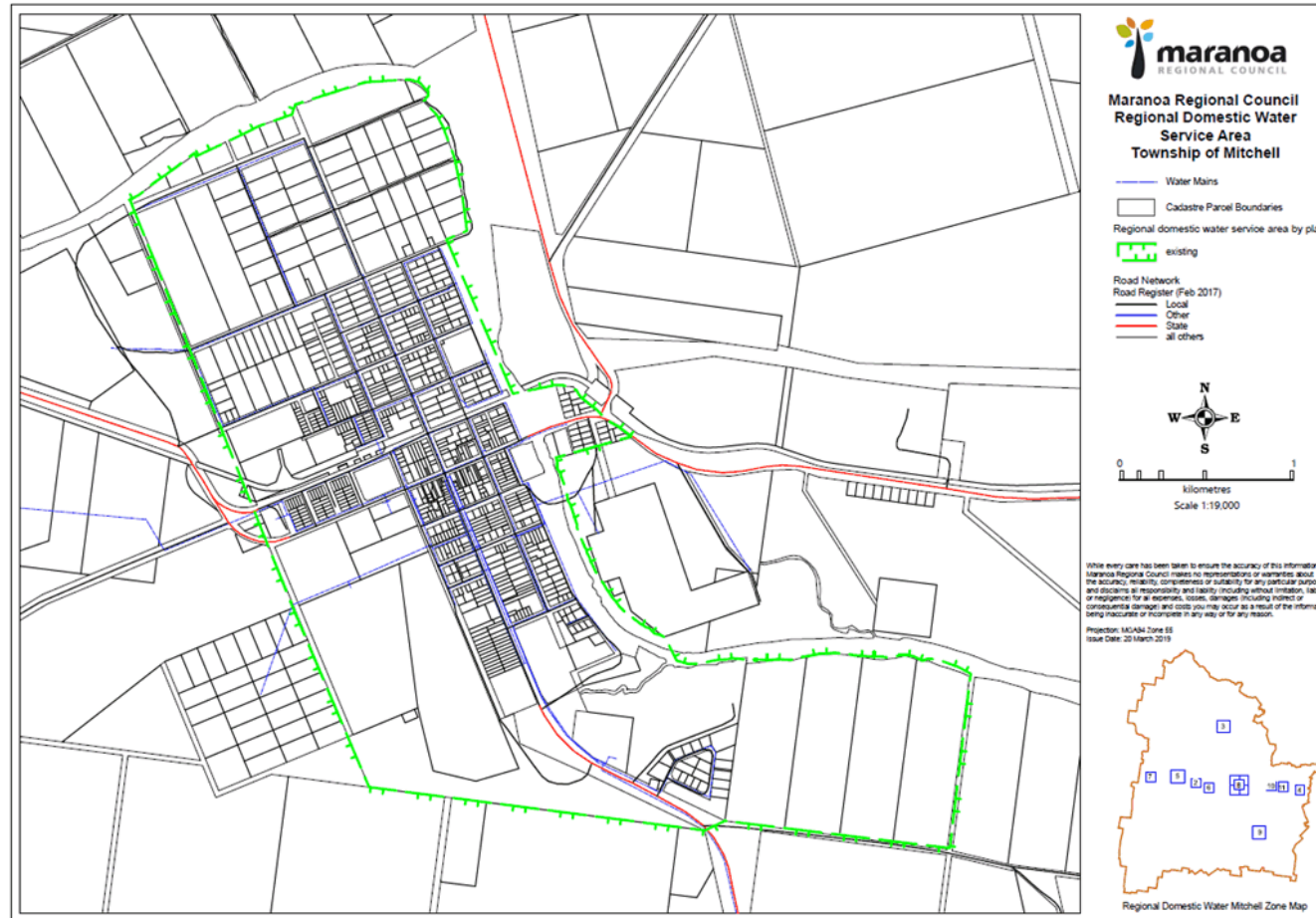
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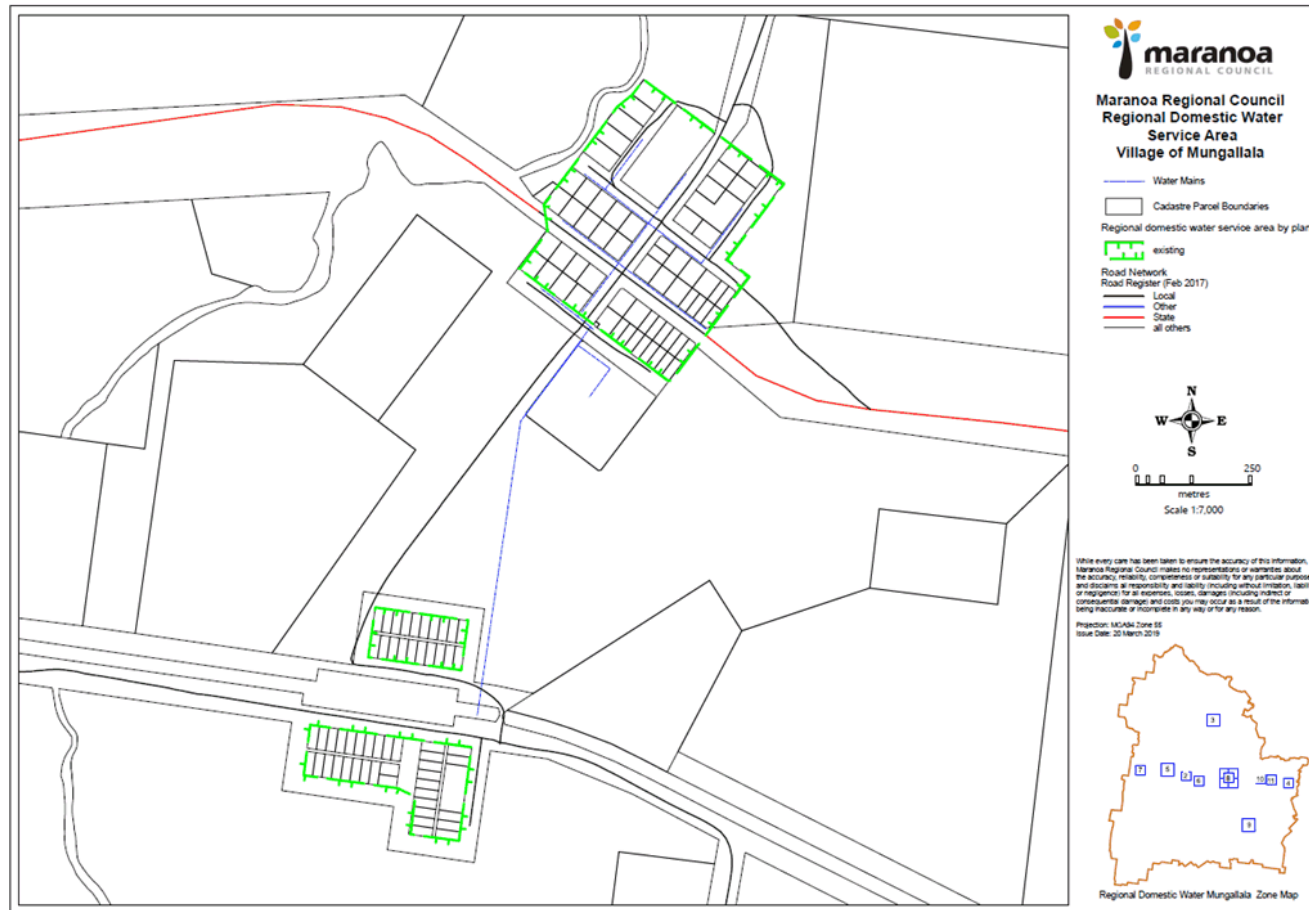
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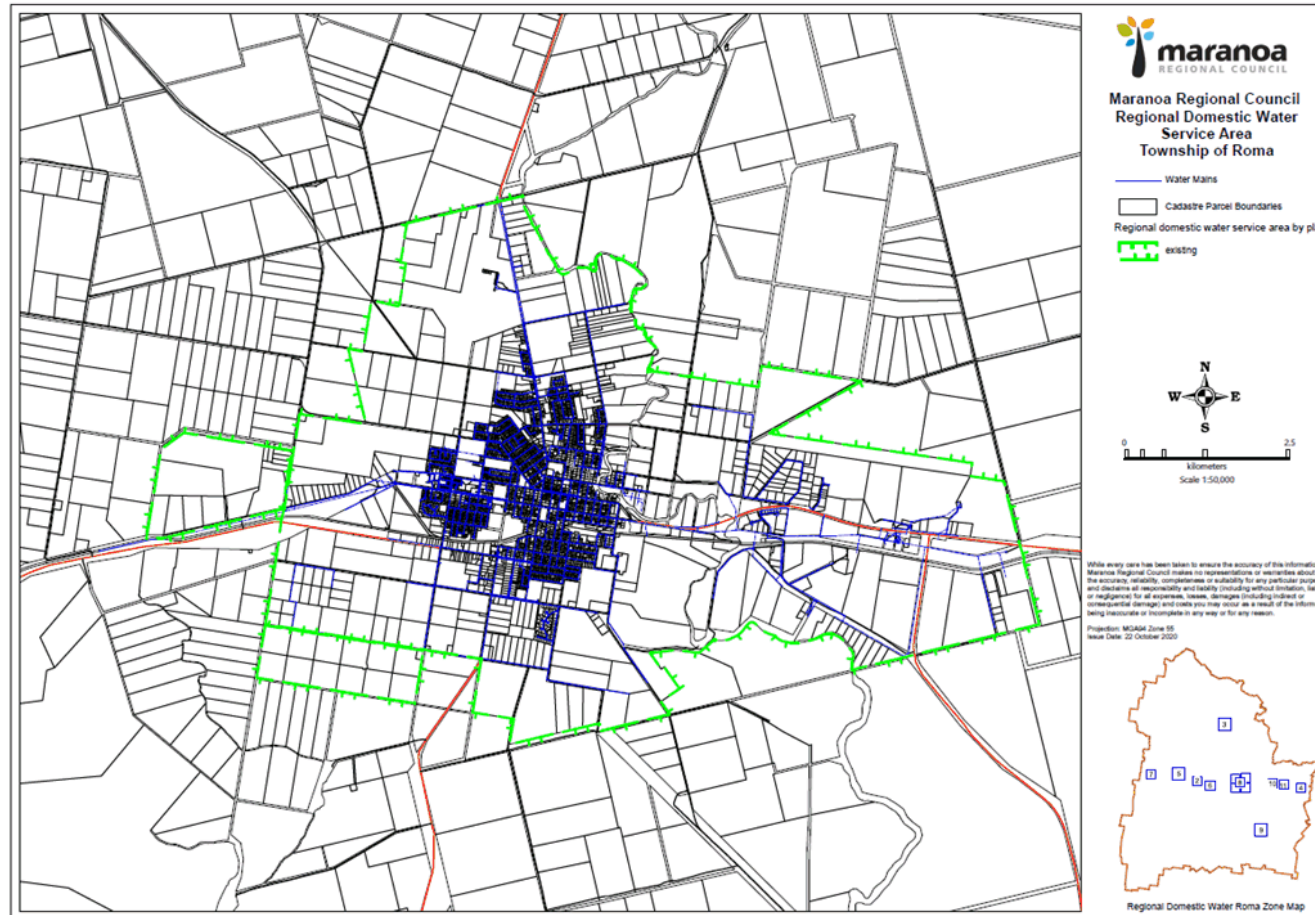


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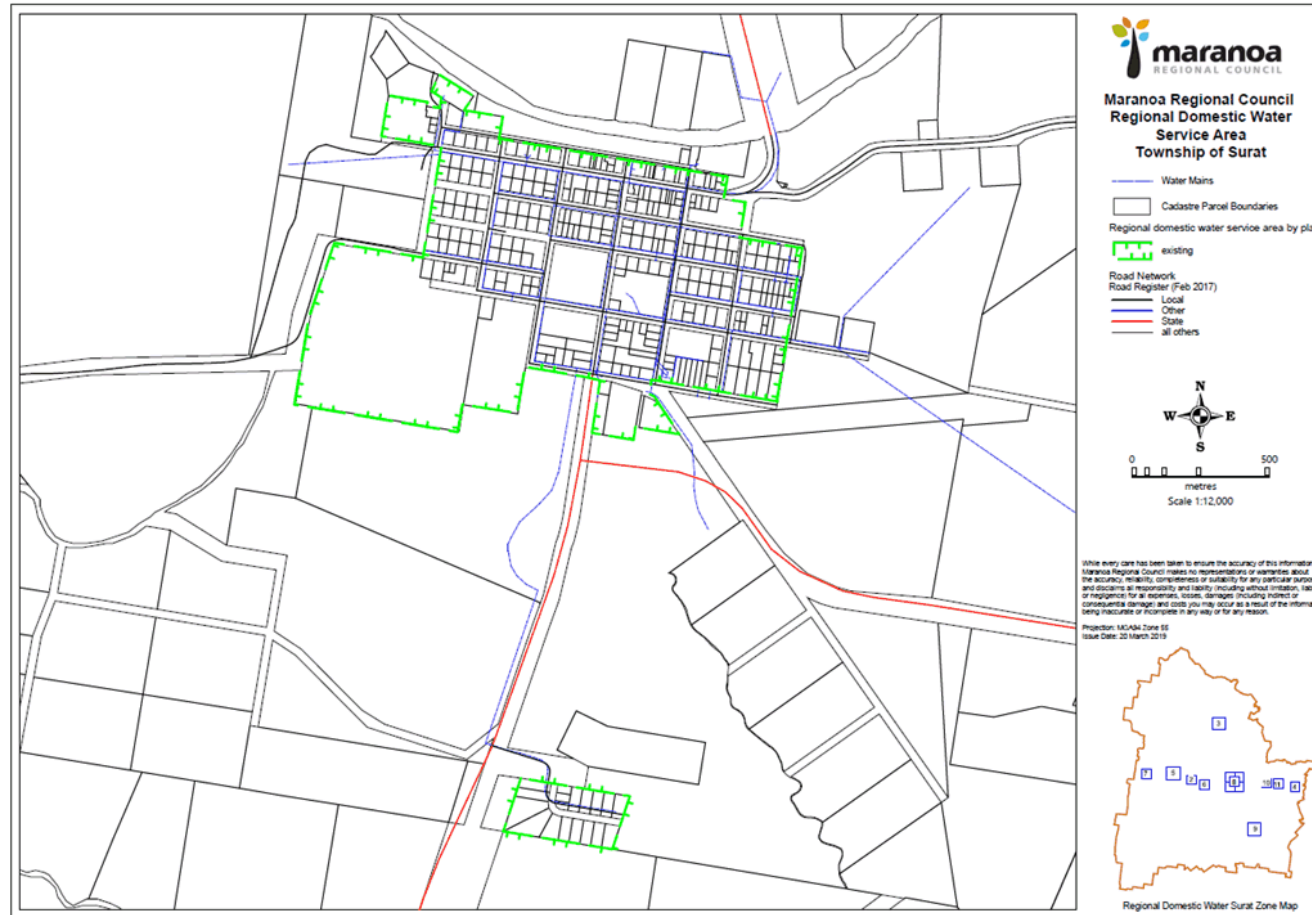
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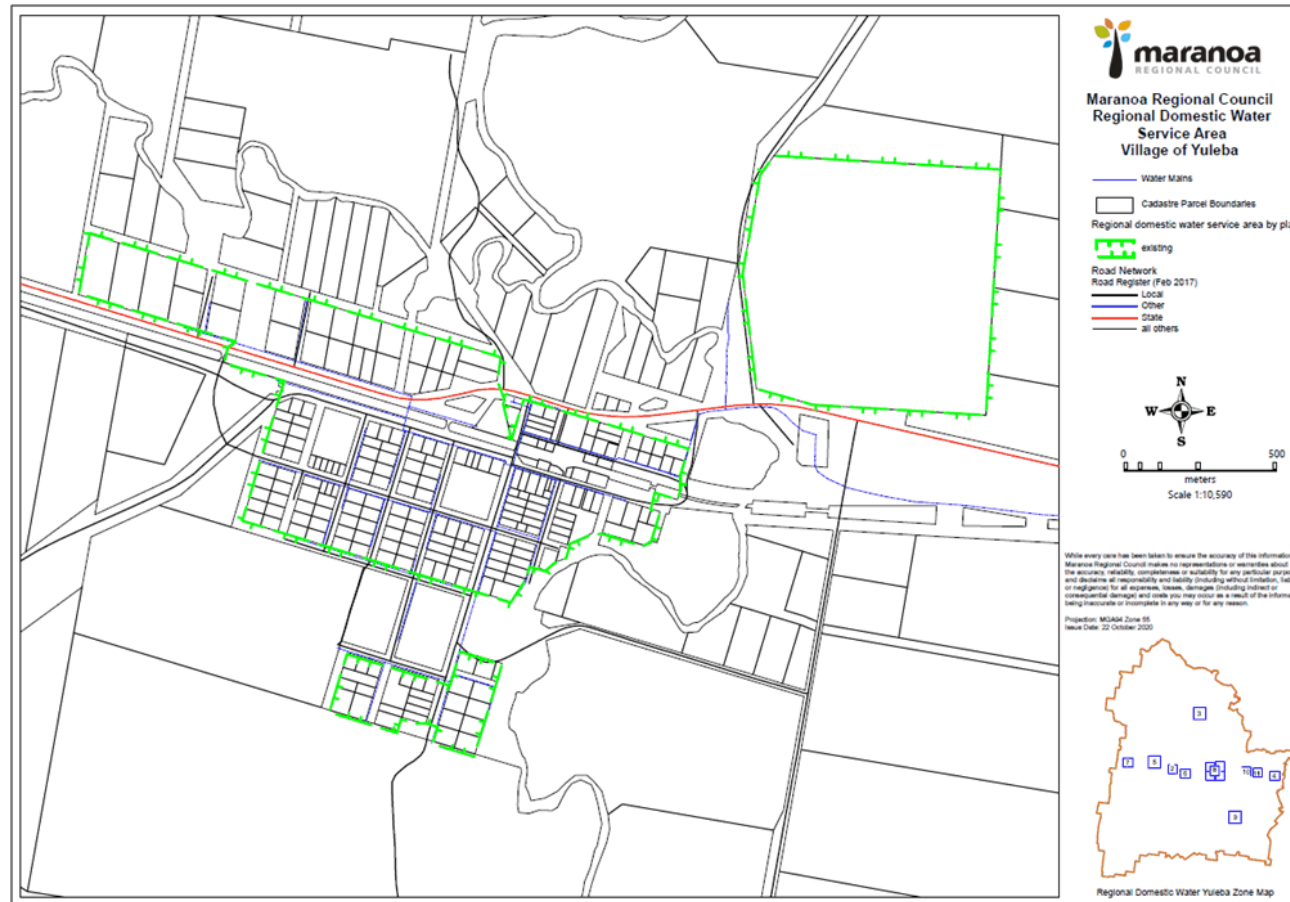
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## POLICY: REGIONAL DOMESTIC WATER SERVICES



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## **OFFICER REPORT**

**Meeting:** Ordinary 11 November 2020

**Date:** 2 November 2020

**Item Number:** 12.3

**File Number:** D20/104230

**SUBJECT HEADING:** National Road Safety Week 2020 - Participation Proposal

**Classification:** Open Access

**Officer's Title:** Deputy Director / Strategic Road Management

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### **Executive Summary:**

Between 15 to 22 November, the National Road Safety Week initiative will be rolled out across the country. National Road Safety Week is an annual initiative that aims to highlight the impact of road trauma and ways to reduce it.

This report outlines a draft participation schedule for Council to consider.

### **Officer's Recommendation:**

That Council approve participation in National Road Safety Week 2020 as per the schedule included in this report, inclusive of Options 1 to 11, with funding to be provided from the existing allocation within the Road Safety Operations Budget.

---

### **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).

Safer Australian Roads and Highways (SARAH) Group

### **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
SARAH	Safer Australian Roads and Highways

### **Context:**

***Why is the matter coming before Council?***

Participation in the National Road Safety Week initiative requires the allocation of resources including staff, and potentially budget. The matter is coming before Council to seek approval as to the level of participation (if any) Council would like to provide to this national initiative.

**Background:**

***Has anything already happened in relation to this matter?***

(Succinct overview of the relevant facts, without interpretation)

(Source: National Road Safety Week Website)

*Every year more than 1220 are killed and another 35,000 seriously injured on Australian roads. Traffic injury is the biggest killer of Australian children under 15 and the second-biggest killer of all Australians aged between 15 and 24.*

National Road Safety Week is an annual initiative from the Safer Australian Roads and Highways (SARAH) Group, partnering road safety organisations and Government. The week highlights the impact of road trauma and ways to reduce it.

A draft participation schedule has been prepared for Council's consideration. This has been included on the following page. The schedule outlines several options, each with a short overview and estimated cost.

Council is not obligated to participate in the national event. The participation schedule is not something that is pre-populated by Safer Australian Roads and Highways (SARAH) Group, but has been developed by Council staff and tailored to our region. In considering the matter, Council may choose:

- 1) **not participate** in any of the options presented;
- 2) participate in **some** of the options presented; or
- 3) participate in **all** options outlined in the participation schedule.

## NATIONAL ROAD SAFETY WEEK 2020 PROPOSAL

15 – 22 November

Option	Details	Cost
1.	Temporary Update of Email Banner (15 – 22 November)	\$0
2.	Amend Street Lights to Yellow (15 – 22 November)	\$0 Resources required to reprogram are already funded.
3.	Yellow Lapel Pins for Councillors to wear during NRSW – including Councillor Briefing on 18 November	\$55
4.	Coordinate Installation of Apex Signs + Media Release (during week - Wednesday)	\$0 Implementation of an existing Council resolution.
5.	Social Media in advance of week – minimum of 1 post (coming soon – 5 days out)	\$0 Content developed. Resources required to post are already funded.
6.	15 November – social media post with National Road Safety Week video (featuring Rove McManus)	\$0 Content developed. Resources required to post are already funded.
7.	Social Media Posts during NRSW <ul style="list-style-type: none"> <li>- 15 November – National Road Safety Week Video (featuring Rove McManus)</li> <li>- During Week – three animation downloads                             <ul style="list-style-type: none"> <li>o Safe Driving to Work (Monday)</li> <li>o Protecting Every Life (Wednesday)</li> <li>o Arrive home safe for your loved ones (Friday)</li> </ul> </li> </ul>	\$0 Content developed. Resources required to post are already funded.
8.	Presentation to Council at the briefing on 18 November outlining the key crash history statistics and emerging trends regarding road safety in the Maranoa region. Presenters to be Council's Deputy Director – Infrastructure Services and Representative from Queensland Police Service.	\$0
9.	Years 7, 8, 9 and 10 – <del>Roadset</del> . Online education program developed by the Australia Road Safety Foundation. Social Media Post introducing platform to the community.	\$0 Content developed. Resources required to post are already funded.
10.	Launch Colouring in Competition at start of Week <ul style="list-style-type: none"> <li>- judged by a panel consisting 2 x Councillors, 1 x Council Staff and 1 x Queensland Police.</li> <li>- each prize pool consisting of \$200 worth vouchers (1 x \$150 and 2 x \$25) to a local business of your choice                             <ul style="list-style-type: none"> <li>o Ages Prep to Yr 1; and</li> <li>o Ages Yr 2 to Yr 4</li> </ul> </li> </ul>	\$400
11.	Council Sponsored Driver Education Program for New Licence Holders or School Leavers. This could take the form of Council funding 3 Days of a Driver Training Specialists attending the Maranoa to conduct 6 x ½ Day Sessions for 6 Participants per Session (total of 36 participants all up).	\$10,000
		<b>\$10,455</b>

**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 following provisions under the *Local Government Act 2009* have been outlined in this report as particularly relevant to this matter.

An extract of the local government principles that underpin the *Local Government Act 2009* and responsibilities of councillors have been included. The recommendation as drafted is consistent with both of these relevant provisions.

**Section 4(2)**

*The local government principles are—*

- a) transparent and effective processes, and decision-making in the public interest; and*
- b) sustainable development and management of assets and infrastructure, and delivery of effective services; and*
- c) democratic representation, social inclusion and meaningful community engagement; and*
- d) good governance of, and by, local government; and*
- e) ethical and legal behaviour of councillors, local government employees and councillor advisors.*

**Section 12 Responsibilities 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.*

**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)

Program Funding & Budget Coordinator  
Assets Officer – Transport Network  
Communications Officer – Infrastructure Services  
Sergeant Roma Road Policing Unit  
Motor School Driver Training Specialist  
Australian Local Government Association

**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 recommendation as presented would require a budget commitment of \$10,455.

Each year, Council includes a budget provision for road safety initiatives. In 2020/21, this allocation is \$50,000. There have been minimal commitments made against this account so far this year.

Typically, this budget is used to undertake physical works on road, however it is understood that the intent of the allocation is to deliver tangible road safety benefits for the Maranoa region. It is the author's belief that the draft participation proposal (and recommendation) falls within the intent of this allocation.

Alternatively, Council may wish to participate in National Road Safety Week with nil cost items only. This would include Options 1,2,4,5,6,7,8 and 9.

**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)

Residents of the Maranoa Regional Council

Queensland Police Service

Safer Australian Roads and Highways (SARAH) Group

### 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
---	---

### 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 manages one of the largest road networks (by length) in Queensland. Given this, Council - as a local government – may feel there is an implied responsibility to be a champion in the region on the topic of road safety awareness.

The draft recommendation provides Council with the opportunity to demonstrate the importance Council places on the topic of road safety.

### 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 participation in National Road Safety Week 2020 as per the schedule included in this report, inclusive of Options 1 to 11, with funding to be provided from the existing allocation within the Road Safety Operations Budget.

### Link to Corporate Plan:

Corporate Plan 2018-2023

Strategic Priority 4: Growing our region

4.13 Sport, recreation and community wellbeing

### Supporting Documentation:

Nil

### Report authorised by:

Program Funding & Budget Coordinator

Deputy Chief Executive Officer/Acting Director Infrastructure Services

Chief Executive Officer

## **OFFICER REPORT**

**Meeting:** Ordinary 11 November 2020

**Date:** 21 October 2020

**Item Number:** 12.4

**File Number:** D20/100334

**SUBJECT HEADING:** Gas for Industrial/Commercial Development Policy

**Classification:** Open Access

**Officer's Title:** Manager - Water, Sewerage & Gas

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### **Executive Summary:**

During the budget deliberations there was a lot of discussion around promoting the use of gas and increasing usage. To this end the tariff for industrial and commercial usage for the top tier was reduced from \$0.035 to \$0.015/MJ.

A policy was also developed to further encourage connection to the network, but was never formally adopted. This policy has been reviewed and is now submitted to Council for adoption.

### **Officer's Recommendation:**

That Council adopt the Gas for Industrial/Commercial Development Policy as presented

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### **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).*

Customers current and future that may use gas in their industrial or commercial processing.

### **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
N/A	N/A

### **Context:**

***Why is the matter coming before Council?***

During the budget deliberations there was a lot of discussion around promoting the use of gas and increasing usage. To this end the tariff for industrial and commercial usage for the top tier was reduced from \$0.035 to \$0.015/MJ.

A policy was also developed to further encourage connection to the network, but was never formally adopted. This policy has been reviewed and is now submitted to Council for adoption.

**Background:**

***Has anything already happened in relation to this matter?***

(Succinct overview of the relevant facts, without interpretation)

The Roma gas network is reasonably small, with less than 600 connections. There are therefore little economies of scale to allow the costs to be shared over a large customer base.

The largest users are industrial and commercial (excluding Council) and therefore new industrial and commercial customers are to be encouraged to increase the gas consumption.

Reducing the tariff for industrial and commercial usage over 5000 MJ to \$0.015, may go some way to encourage new customers to this network. However as the network extent is very limited, there could be costs involved to extend the network to the consumer's site. This policy addresses this issue, making this a Council cost in some instances, or Council will contribute to these costs.

If this policy is approved, local business will be targeted with marketing to promote connecting to the gas network. Other means of marketing Roma for development will be investigated.

**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)

This will be a new policy: Gas Industrial/Commercial Development 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)

- Director – Corporate and Community Services

**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?*

This is dependent on the uptake of new customers of this policy. There could be some extensions to the network required. These costs will be recovered through revenue from these customers in the future.

Any requests for a gas main extension in 2020/21 will be brought to a Council meeting for consideration, with funding sourced from current Gas Reserves.

**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)*

In the past an amount of \$100,000 was included in the budget to allow for any requests for network extensions. This practice will continue to allow a buffer in the event that an extension is required. The cost of most individual extensions should be well within this budget.

A future budget allowance for gas main extensions will be considered during the budget deliberations for 2021/22.

**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
Large uptake of policy could require costly extensions	The likelihood of this is low and the costs would be recovered through future revenue from gas usage. In the long term this will be of great benefit to 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)

It is important to encourage new industrial and commercial consumers to the gas network. This policy will make it more attractive to connect and use gas rather than other forms of energy. It is recommended that it be put in place and be promoted.

**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 adopt the Gas for Industrial/Commercial Development Policy as presented

**Link to Corporate Plan:**

Corporate Plan 2018-2023

Strategic Priority 4: Growing our region

4.7 Gas

**Supporting Documentation:**

- |   |                   |   |           |
|---|-------------------|---|-----------|
| 1 | <a href="#">↓</a> | Gas Industrial/Commercial Development Policy                    | D20/67712 |
| 2 | <a href="#">↓</a> | MRC Planning Scheme Map 2.2.1 Roma Strategic Plan Framework Map | D19/9075  |

**Report authorised by:**

Director - Corporate & Community Services

Deputy Chief Executive Officer/Acting Director Infrastructure Services

## 1. Policy Purpose

To provide incentive for industrial and commercial development, making use of the gas network.

This policy defines the incentives offered and the criteria required.

The objective of this policy is to ensure:

- Industrial developments are promoted;
- New industrial and commercial customers are encouraged to establish in Roma;
- Existing customers are encouraged to use gas within their processing;
- That the gas network is utilised whenever possible to increase gas usage;
- Gas usage is increased to develop economies of scale for all consumers benefit.

## 2. Policy Scope

This policy applies to all new industrial and commercial customers and industrial developments in Roma that connect to the gas network. It also applies to existing industrial and commercial customers that want to connect to the gas network.

## 3. Definitions

Term	Definition
<b>New Industrial Customer</b>	A person or party establishing a new industry in Roma
<b>New Commercial Customer</b>	A person or party establishing a new commercial business in Roma
<b>Industrial Development</b>	Creation of new industrial lots for future use
<b>Existing Industrial &amp; Commercial Customer</b>	An industrial or commercial customer with an established business that is not currently connected to the gas network

## 4. Policy Details

### 4.1. Introduction

**4.1.1.** The gas network is only located in Roma and is not very extensive.

**4.1.2.** Most extensions to the network are constructed on request.

**4.1.3.** Prior to this policy all these extensions were paid for by the applicant.

### 4.2. Gas to the Industrial Areas

- 4.2.1. There are 4 industrial areas in Roma. These are along Raglan Street and the adjacent area, East of Bungil Creek, at the Roma Airport and a block along Tiffin Street. (See the Planning Scheme Map 2.2.1)
- 4.2.2. There is gas reticulation along Raglan Street up to Currey Street, as well as a short distance along Spencer Street, to the south. The gas reticulation along the Warrego Highway to the east of Bungil Creek is to approximately the centre of the Sale Yards. There is no gas to the Roma Airport, the closest reticulation being at Alexander Avenue. There is gas along Tiffin Street from the Warrego Highway to the railway line.
- 4.2.3. A request for a gas supply in the Raglan Street zone could be reasonably easily accommodated by extending the existing network. The area between the Bungil Creek and the Sale Yards can be similarly accommodated. The remaining areas requires extensive main extension and or requires crossing of a highway and/or railway line.

#### **4.3. Charges for extensions to the network**

- 4.3.1 For any new industrial customer or existing industrial business within the Raglan Street Industrial area, in Tiffin Street or the area between the Bungil Creek and the Sale Yards, Council will extend the gas network to the property, if required, at Council's expense.
- 4.3.2 For a new industrial customer or existing business in any of the other Industrial areas, Council will extend the gas network to the property, at the customer's expense. For a large potential gas user, Council may negotiate a part payment of this expense, dependent on the volume of gas to be consumed.
- 4.3.3 For a new industrial development, the developer shall provide the internal gas network and Council will extend the gas reticulation, if required, to connect the development to the Council network, at Council's expense.
- 4.3.4 For a new or existing commercial customer this will be assessed on a case by case basis and will be dependent on their locality relative to the existing network as well as the potential volume of gas to be consumed.

#### **4.4. Criteria**

The following criteria applies:

- a. The new industry must be located within the industrial areas defined in the Planning Scheme
- b. This is subject to the customer utilising the gas within their industrial processing.
- c. There would be a minimum lead time of 6 months for Council to install the gas main to the property or development, from the time of the request.
- d. Council will not action the construction of the gas main extension until construction has commenced on the building. This does not apply to existing businesses or Industrial Developments.

#### **4.5. Application for gas network extension**



- 4.5.1** For a new development this will be through the development application process. Council's contribution will be included in the conditions for the development.
- 4.5.2** For an existing business or a new industrial/commercial customer this shall be in writing to Council.

## **5. Special Provisions**

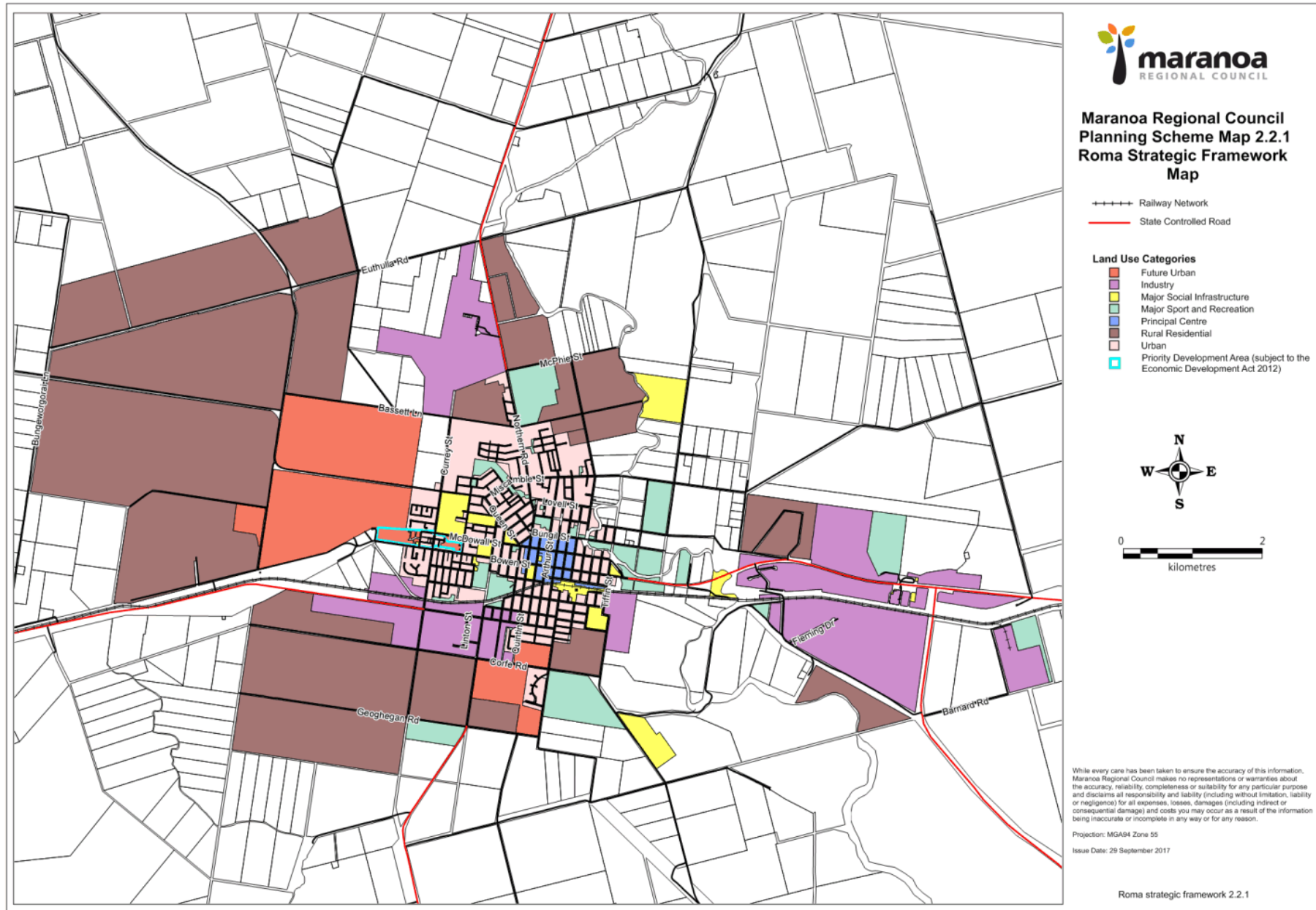
Nil

## **6. Related Policies and Legislation**

Local Government Act 2009  
Local Government Regulation 2012

## **7. Associated Documents**

MRC Planning Scheme Map 2.2.1 Roma Strategic Framework Map (D19/9075)



## **OFFICER REPORT**

**Meeting:** Ordinary 11 November 2020

**Date:** 2 November 2020

**Item Number:** 12.5

**File Number:** D20/103929

**SUBJECT HEADING:** Endorsement of Transport Development Scheme (TIDS) works program 2021-22 to 2024-25

**Classification:** Open Access

**Officer's Title:** Deputy Director / Strategic Road Management

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### **Executive Summary:**

Maranoa Regional Council is a member of the South West Regional Road and Transport Group (SWRRTG). Council is required to develop and endorse the proposed four (4) year rolling program (2021-22 to 2024-25) and agree in-principle to matching the funding provided through the Transport and Infrastructure Development Scheme (TIDS) program with a 50% council contribution.

### **Officer's Recommendation:**

That Council:

1. Endorse the proposed Transport Infrastructure Development Scheme (TIDS) work program, noting the 2021-22 Council contribution amount of \$1,633,500.
2. Provide preliminary commitment to funding the contribution required for the 2022-23, 2023-24 and 2024-25 programs (\$1,633,500 \$1,633,500 and \$1,633,500 respectively) subject to annual review as part of future budget deliberations.
3. Authorise the Chief Executive Officer, or delegate to sign the project scope forms for projects on the program.

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### **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).

Nil

## 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
TIDS	Transport Infrastructure Development Scheme
SWRRTG TC	South West Regional Road and Transport Group Technical Committee
SWRRTG	South West Regional Road and Transport Group
LRRS	Local Roads of Regional Significance
RRGs	Regional Road Groups

## Context:

### Why is the matter coming before Council?

As a member of the South West Regional Road and Transport Group, Council is required to develop and endorse a proposed four (4) year rolling program (2021-22 to 2024-25) and agree in-principle to matching the funding provided through the TIDS program with a 50% council contribution where funds are allocated on a local government road network.

## Background:

### Has anything already happened in relation to this matter?

(Succinct overview of the relevant facts, without interpretation)

TIDS funding is available for Local Roads of Regional Significance (LRRS). Below is the latest South West Regional Road and Transport Group summary by Local Government for TIDS funding for the current approved 4 year program.

Project Description	2020/21	2021/22	2022/23	2022/23
SWRRTG Allocation	\$6,646,375	\$6,646,375	\$6,646,375	\$6,646,375
<b>SWRRTG Total Program</b>	<b>\$6,646,375</b>	<b>\$6,646,375</b>	<b>\$6,646,375</b>	<b>\$6,646,375</b>
Balonne SC	\$975,000	\$975,000	\$975,000	\$975,000
<b>Maranoa RC</b>	<b>\$1,633,500</b>	<b>\$1,633,500</b>	<b>\$1,633,500</b>	<b>\$1,633,500</b>
Murweh SC	\$975,000	\$975,000	\$975,000	\$975,000
Paroo SC	\$975,000	\$975,000	\$975,000	\$975,000
Quilpie SC	\$975,000	\$975,000	\$975,000	\$975,000
Bulloo SC	\$975,000	\$975,000	\$975,000	\$975,000
Regional Capability Funding	\$137,875	\$137,875	\$137,875	\$137,875

The table below shows the approved LRRS roads and lengths within the Maranoa region.

Road Name	Length	Start	End
Arcadia Valley Rd	23.31	Carnarvon Hwy	MRC Boundary
Ashmount Rd	47.565	Mirraboooka Rd	Dunkeld Rd



**Maranoa Regional Council**

**Ordinary Meeting - 11 November 2020**

<b>Road Name</b>	<b>Length</b>	<b>Start</b>	<b>End</b>
Begonia Rd	43.83	Roma Southern Rd	Mitchell St George Rd
Bollon Rd	187.255	Mitchell	MRC Boundary
Chrystal St	1.176	Tiffin St	Warrego Hwy
Corfe Rd	2.655	Tiffin St	Currey St
Currey St	2.281	Corfe St	Dargal Rd
Dargal Rd	3.192	Currey St	Orallo Rd
Duck Creek Rd	52.085	Carnarvon Hwy	Injune-Taroom Rd
Dunkeld Rd	4.41	Ashmount Rd	Mitchell St George Rd
East St	0.445	Warrego Hwy	Russel St
Euthulla Rd	2.805	Carnarvon Highway	Orallo Rd
Fairview Rd	30.695	Carnarvon Highway	East End
Hoganthulla Rd	87.94	Forestvale Road	MRC Boundary
Injune-Taroom Rd	50.672	Injune	MRC Boundary
Maranoa Rd	57.315	Carnarvon Hwy	Roma Southern Rd
Mt Moffat Rd (a)	35.72	Hoganthulla Rd / Forestvale Rd	Womblebank Gap Rd
Mt Moffat Rd (b)	61.17	Womblebank Gap Rd	Westgrove Rd
Mt Moffat Rd (c)	25.0	Westgrove Rd	End
Orallo Rd	80.448	Dargal Rd	Carnarvon Hwy
Redford Rd	91.44	Warrego Hwy	Hoganthulla Rd
Roma Southern Rd	91.41	Dunkeld Rd	MRC Boundary
Russel St	0.48	East St Wallumbilla	Wallumbilla North Rd
Teelba Rd	57.486	Surat Development Rd	MRC Boundary
Tiffin St	0.462	Warrego Hwy	Chrystal St
Tiffin St	1.07	Chrystal St	Corfe St
Wallumbilla North Rd	35.28	Russel St, Wallumbilla	MRC Boundary
Womblebank Gap Rd	49.789	Injune	Mt Moffat Rd
Yuleba Taroom Rd	41.17	Warrego Hwy	MRC Boundary
Yuleba-Surat Rd	37.649	Yuleba	Condamine Hwy
Yuleba-Surat Rd	26.137	Condamine Hwy	Carnarvon Hwy
	1232.342		

**Proposed new 4 Year Works Program**

The Road Alliance requires Regional Road Groups to have a four (4) year rolling program with an indicative 'beyond year'. Funding for the first year, being 2021/22, is firm and the following 3 years may potentially change as this program is reviewed annually.

The SWRRTG has given direction that each Council is to be allocated \$975,000 per year with the exception of Maranoa, that due to their large road network be allocated \$1,633,500.

A review of the potential projects eligible for funding under the TIDS program has been completed and proposed projects have been identified in the attached program of works. See attached “*Draft Works Program – TIDS 2021-22 to 2024-25*”.

It is proposed that the updated program be submitted to the SWRRTG TC for assessment and review. Furthermore, a recommendation can then be submitted to the SWRRTG meeting for endorsement of the four (4) year works program.

Council's approval is sort for the updated program, particularly the proposed works for 2021/22, and recognition of the funding contribution required prior to submission to the SWRRTG.

**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 Regulation 2012**

Section 170 of the Local Government Regulation 2012 contemplates the adoption and amendment of financial year budgets.

*Section 170 - Adoption and amendment of budget*

- (1) *A local government must adopt its budget for a financial year—*
  - (a) *after 31 May in the year before the financial year; but*
  - (b) *before—*
    - (i) *1 August in the financial year; or*
    - (ii) *a later day decided by the Minister.*

- (2) *If the budget does not comply with section 169 when it is adopted, the adoption of the budget is of no effect.*

- (3) ***The local government may, by resolution, amend the budget for a financial year at any time before the end of the financial year.***

- (4) *If the budget does not comply with the following when it is amended, the amendment of the budget is of no effect—*
  - (a) *section 169;*

- (b) *the local government's decision about the rates and charges to be levied for the financial year made at the budget meeting for 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)

The current adopted transport network asset management plans (Rural Road and Urban Street) were considered as part of the development of the four (4) year rolling program.

**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 – Construction

Lead Infrastructure Program Funding & Budget Coordination

**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 State Government TIDS program provides funding to local governments for transport related initiatives which support state government objectives and is managed through Regional Road Groups (RRGs). Where funding is to be allocated to a local government road, Councils are required to provide 50% matching contribution.

All funding is required to be expended in the financial year allocated.

**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 impact on 2020-2021 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)

Council must contribute a minimum of 50% of the total project cost. The cost to Maranoa based on the proposed program for 2021/22 is \$1,633,500.

Total value of Maranoa's component of the 4 year rolling Work Program, 2021/22 to 2024/25, is \$6,534,000.

**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)

If Maranoa Regional Council is unable to spend all allocated funding within the financial year, these funds can be reallocated to another Council within the SWRRTG.

**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
Failure to Assign Projects on the forward TID Program	Failure to assign project on the forward TIDS Program may risk the current allocation being distributed amongst other member Councils.

**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 Council endorse the proposed TIDS work program

**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 proposed TIDS work program, noting the 2021-22 Council contribution amount of \$1,633,500.
2. Provide preliminary commitment to funding the contribution required for the 2022-23, 2023-24 and 2024-25 programs (\$1,633,500 \$1,633,500 and \$1,633,500 respectively) subject to annual review as part of future budget deliberations.
3. Authorise the Chief Executive Officer, or delegate to sign the project scope forms for projects on the program.

**Link to Corporate Plan:**

Corporate Plan 2018-2023

Strategic Priority 1: Getting the basics right

1.3 Roads and drainage

**Supporting Documentation:**

[1](#) Draft works program - TIDS 2021-22 to 2024-25

D20/104254

**Report authorised by:**

Deputy Chief Executive Officer/Acting Director Infrastructure Services



Draft TIDS Work Program				Current year	FIXED	INDICATIVE		
Road Name	Primary Work description	Location	Total Project Cost	2020 / 2021	2021 / 2022	2022 / 2023	2023 / 2024	2024 / 2025
				TIDS	TIDS	TIDS	TIDS	TIDS
Hoganthulla Road	Gravelling of inverts	Sections 0.0 - 56.0km	400,000	200,000				
Mt Moffatt Road (a)	Bitumen Rehabilitation	26.274 - 30.997km	1,416,900	708,450				
Other Initiatives	Long Distance Coach Stop Program (PWD Compliance)	2019-20 Mitchell, Mungallala 2020-21 Jackson, Muckadilla, Amby 2021-22 Yuleba, Wallumbilla, Roma	220,000	55,000	55,000			
Teelba Road	Gravel Resheet	57.19 - 75.18km	1,200,000	600,000				
Ashmount Road	Bitumen Rehabilitation	0.00 - 8.000km	1,680,000		840,000			
Hoganthulla Road	Gravel Resheet	56.0 - 76.0 km	1,300,000	70,050	579,950			
Redford Road	Widen Pavement / Gravel Resheet	20.54 - 38.44km	984,500		158,550	333,700		
Begonia	Gravel Resheet	13.30 - 34.20km	1,358,500			679,250		
Mt Moffatt Road (b)	Gravel Resheet	64.815 - 73.00km	1,241,100			620,550		
Dargal Road	Bitumen Rehabilitation	0.00 - 3.19km	670,000				335,000	
Euthulla Road	Bitumen Rehabilitation	0.00 - 2.81km (Orallo Road to Carnarvon Highway)	507,500				253,750	
Orallo Road	Bitumen Rehabilitation	0.00 - 11.80km (Dargal Road to Euthulla Road)	579,600				289,800	
Teelba Road	Gravel Resheet	86.89 - 114.59km	1,509,900				754,950	
Ashmount Road	Bitumen Rehabilitation	8.000 - 14.525km	1,370,250					685,125
Begonia	Gravel Resheet	0.00 - 13.30km	1,001,250					500,625
Hoganthulla Road	Gravel Resheet	76.0 - 87.94 (boundary)	895,500					447,750
			16,335,000	1,633,500	1,633,500	1,633,500	1,633,500	1,633,500

## **OFFICER REPORT**

**Meeting:** Ordinary 11 November 2020

**Date:** 1 September 2020

**Item Number:** 13.1

**File Number:** D20/83403

**SUBJECT HEADING:** Injune Grease Trap

**Classification:** Open Access

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

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### **Executive Summary:**

At the Ordinary Council meeting held on 12 August 2020, Council requested that quotes be sourced to relocate the grease trap recently installed to service Café on Second in Injune. Pricing and other information is tabled for Councillor's consideration.

### **Officer's Recommendation:**

That Council:

1. Undertake consultation with the community via the "Have your Say" platform with the two options being that 1. The grease trap remains in its current location to service Café on Second or 2. The grease trap be relocated to the back of the block and installed underground in a service pit at an estimated cost of \$13,564.32 (including GST).
  2. Community consultation material to note that the pump must stay in its current location in order to pump waste from the café kitchen to the grease trap.
  3. Proceed with construction of a fence of aluminium slat construction around the current location of the grease trap behind Café on Second, to screen the pump and wheelie bins.
- 

### **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).

Café on Second Lessees

### **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?***

At the Ordinary Council meeting held on 12 August 2020, Council resolved that:-

***Resolution No. OM/08.2020/56***

***That Council:***

- 1. Organise quotes for presentation at an upcoming meeting for the installation of the grease trap for Café on Second Injune, several metres away from the existing location, underground and in the grassed area next to the inside of the footpath, or suggested alternative location/s.***
- 2. Cease the community consultation and any further actions in relation to the installation of a screening fence.***
- 3. Organise a quote for the removal of the cement block and infrastructure (if required).***

**Background:**

***Has anything already happened in relation to this matter?***

(Succinct overview of the relevant facts, without interpretation)

In accordance with Council's decision (***Resolution No. OM/08.2020/56***), the following actions have been undertaken.

***Action 1. Organise quotes for presentation at an upcoming meeting for the installation of the grease trap for Café on Second Injune, several metres away from the existing location, underground and in the grassed area next to the inside of the footpath, or suggested alternative location/s.***

Quotations were obtained from the local Roma based plumber who installed the existing system, for two alternative options being:-

- (a) Disconnect, drain and relocate existing grease pit and install in footpath. Reconnect grease pit to existing plumbing. This quote does not include relocating services in footpath to accommodate grease pit, which is likely to be the case. Quote does not include fencing or concreting around grease pit. Extra charges apply if invert levels of drains do not line up. Quote does not include emptying of grease pit. Relocation of the existing grease pit from its current site and in the footpath. \$16,103.12 including GST.
- (b) Disconnect and remove existing grease pit and reinstall underground at back of block. Excavate and install new sewer connection on council main in location discussed with Council staff. Install new 100 mm PVC drain with ORG and connect to grease pit outlet. Re-run outlet from existing pump pit in 32mm pressure pipe to new location of grease pit and connect. Re-locate hose tap and RPZD valve to grease pit site. Quote does not include concreting or fencing around grease pit. Quote does not include emptying of grease pit. \$13,564.32 including GST.

**\*\*Important\*\***

**Please note that if Council opts for either of these options to relocate the grease pit, the pump will need to remain in its current location to pump the waste material to the grease pit.**

***Action 2. Cease the community consultation and any further actions in relation to the installation of a screening fence.***

On 14 August 2020, the community consultation display was removed from the Injune Administration Centre. The display had been in place from 17 July 2020 until 14 August 2020. All responses were put in a sealed envelope and were not viewed until this report was prepared. Outcome of consultation is included below.

***Action 3. Organise a quote for the removal of the cement block and infrastructure (if required).***

In order to pump the waste from Café on Second, the pump will need to remain in its current location. The loading bay is also being used to store wheelie bins which have been a source of complaint from the public, due to them being unsightly.

**History**

At the Ordinary Council meeting held on 12 February 2020, Council resolved (Resolution No. GM/02.2020/82):-

***That Council:***

- 1. Arrange the purchase and installation of a grease trap and associated pump to service the Council owned commercial space located on part of Lot 1 on SP166537.***
- 2. Fund 50 percent of the cost of purchase and installation of the grease trap and associated pump, and invoice Keltone Pty Ltd the remaining 50% of the cost.***
- 3. Provide this assistance on the following conditions:***
  - (a) the tenants organise and fund regular cleaning of the grease trap.***
  - (b) the grease trap will be a fixture of the facility and will be the property of Council at the expiry of the current lease agreement.***

This report included the following proposal that was agreed to by Council and points one and two points were subsequently actioned by staff.

1. The installation of an above ground grease trap. The waste from the kitchen can be plumbed over to a pump station installed adjacent to the grease trap, the waste pumped up into the trap treated and outflows gravity fed into existing plumbing.
2. The bins can continue to be stored in the loading bay in such a manner that pedestrian access is still possible to the back of the bay to enable deliveries to be placed on dock.



3. A blind or screen be built around the loading bay area including a gate on the front. This would hide the unsightly grease trap and discourage unauthorised access to the bins, grease trap, pump and plumbing. It could be built out of Zinc.
4. Approach Towns and Surrounds about the possible installation of a public Wheelie Bin on Second Ave approaching Ronald Street for use by travellers as they currently use the cafe's bins.

It was important that Council addressed the grease trap issue as not having a grease trap in place meant that the Café was operating in breach of trade waste regulations. Grease entering the sewer line causes damage to Council's sewer infrastructure and can cause blockages that affect both the business with no grease trap in place, and other businesses and residences that use that same line.

Council had previously purchased and fitted an under the counter grease trap. After installation and some use, Café owners advised that they weren't happy with the unit and in particular the frequency that the grease collection basket needed emptying and the associated smell of the basket being full. The under the counter grease trap was removed from the Café at the lessees request.

**Waste/Rubbish Bins.** The bins had been located on the footpath but this has lead to problems with the lawn underneath the bins dying and complaints about the bins being unsightly. It also caused issues with the bins being used by travellers for disposal of rubbish, which increased the frequency the bins needed emptying. The wheelie bins are emptied weekly and have been placed in the loading bay.

The grease trap was installed by local Roma based contractors at a cost of \$13,837 including GST. The lessee of Café on Second have not yet been billed the 50% contribution provided for in the resolution from 12 February 2020.

Below is a photo of the installed grease trap in the loading bay at the Injune Information Centre. It was originally planned to install a screening fence around the loading bay to shield the grease trap infrastructure and bins from public view.



## Community Feedback

### Summary of Complaints Received and Recorded in Customer Request System

Customer Name (initials included for privacy)	Date Customer Request Generated	Details of Complaint	Response provided to customer
I.W	18 August 2020  CRM15226/2020	I.W was having lunch at Cafe on Second veranda and believed he could smell the grease trap where he was sitting.	19 August 2020 – Council Officer contacted customer. Advised that it was recently discovered there was a missing cap on the pipework. This was not secured during install of plumbing for the Grease Trap.  This was allowing smell from the drainage to vent under the building and the pipe to leak during peak use.  This has since been

**Maranoa Regional Council**

**Ordinary Meeting - 11 November 2020**

			rectified and any smells should dissipate. Please contact Council if the problem isn't resolved. Left direct contact details with the customer.
I.W	<p>2 July 2020</p> <p>Complaint received via Office of Mayor</p> <p>CRM12641/2020</p>	<p>Customer (I.W) described the grease trap as a "shocking eyesore" and "detracts from the facility".</p>	<p>2 July 2020 – Council Officer contacted customer. Advised that installation of a privacy/screening fence was included for capital funding consideration and that Council was undertaking consultation with the community regarding the best style of privacy fence for that area.</p> <p>22 July 2020 – Council Officer contacted customer and encouraged him to attend Injune Office and vote on his preferred style/design for the privacy/screening fence.</p>
Anonymous	<p>19 June 2020</p> <p>Complaint received via Cr McMullen.</p> <p>CRM11494/2020</p>	<p>One concerned Injune resident has asked:-</p> <ol style="list-style-type: none"> <li>1. Why has this grease trap has been set up in the loading dock at the cafe/ library?</li> <li>2. Why wasn't it placed in the ground rather than above?</li> </ol>	<p>24 June 2020 - Overview - Injune Cafe on Second Grease Trap - Report completed by Manager – Facilities (Land, Buildings and Structures) and circulated to Councillors.</p>

**Maranoa Regional Council**

**Ordinary Meeting - 11 November 2020**

		I think everyone including tourists that see it will be thinking what an eyesore. The other question will this create unpleasant odour for people working/ visiting the Library or dining on the verandah?	
Internal Customer Request (Council Employee)	15 June 2020 CRM11086/2020	Smell coming from the grease trap at the Injune Café.	<p>24 July 2020 - Upon investigation it was determined the smell was coming from under the building and not the Grease Trap.</p> <p>Contract Plumbers discovered a cap missing on a junction under the building that was not secured during install of plumbing for the Grease Trap. This was allowing the smell from the drainage to vent under the building and the pipe to leak during peak use.</p> <p>Contract Plumbers returned to install a cap on the junction and treat the spill, the same day. No further odour present under the building or around the Grease Trap. There have been no reports of a smell in the last 10 days from the public or from staff working at the facility.</p>



## Injune Arts Inc.

On 4 September 2020, Injune Arts Inc forwarded correspondence to Council (attached) objecting to any plans to install the grease trap either above ground or underground in the lawn/grassed area to the west of the loading bay. Injune Arts Inc have advised that this area is used by the group every 6 weeks for the purpose of hosting exhibition openings at the Injune Creek Gallery. Injune Arts Inc advise in their attached correspondence that 12-120 residents attend exhibition openings.

## Outcome of Consultation on Screening/Privacy Fence

On 14 August 2020, the community consultation display was removed from the Injune Administration Centre. The display had been in place from 17 July 2020 until 14 August 2020. The consultation period had been promoted to end on 7 August 2020. The options offered to the community are attached.

## Results of Consultation

A total of 18 responses received. 16 responses indicated a preferred option. 2 responses only provided comment.

Option1		Option 2	Option 3	Option 4		Option 5	Option 6
Zinc Good Neighbour		Colorbond	Aluminium	Timber Slats		Perforated Metal	
Vert	Hori			Vert	Hori		
0	1	2	13	0	0		0

Three feedback forms provided comment on the location.

J.D. "Refused to vote for any option as I believe this grease trap should never have been placed in that position. I will vote to have it moved."

L.D. "Pull down shift down the back where it belongs".

V.P. Voted for option 3 – aluminium slats. But also added the comment – "I still feel the best option was to bury it under the grass on the footpath as this would be keeping the aesthetics appropriate for the location between an outdoor eating space and art gallery. A fence will do nothing to stop the odour that has been detected in the food area. (Dated 28/7/2020)

Two responses suggested that the aluminium slats be green in colour (same green as rails), to blend in with the rest of the building.

Two responses commented that wood should not be used due to its ongoing maintenance requirements.

## Screening Fence

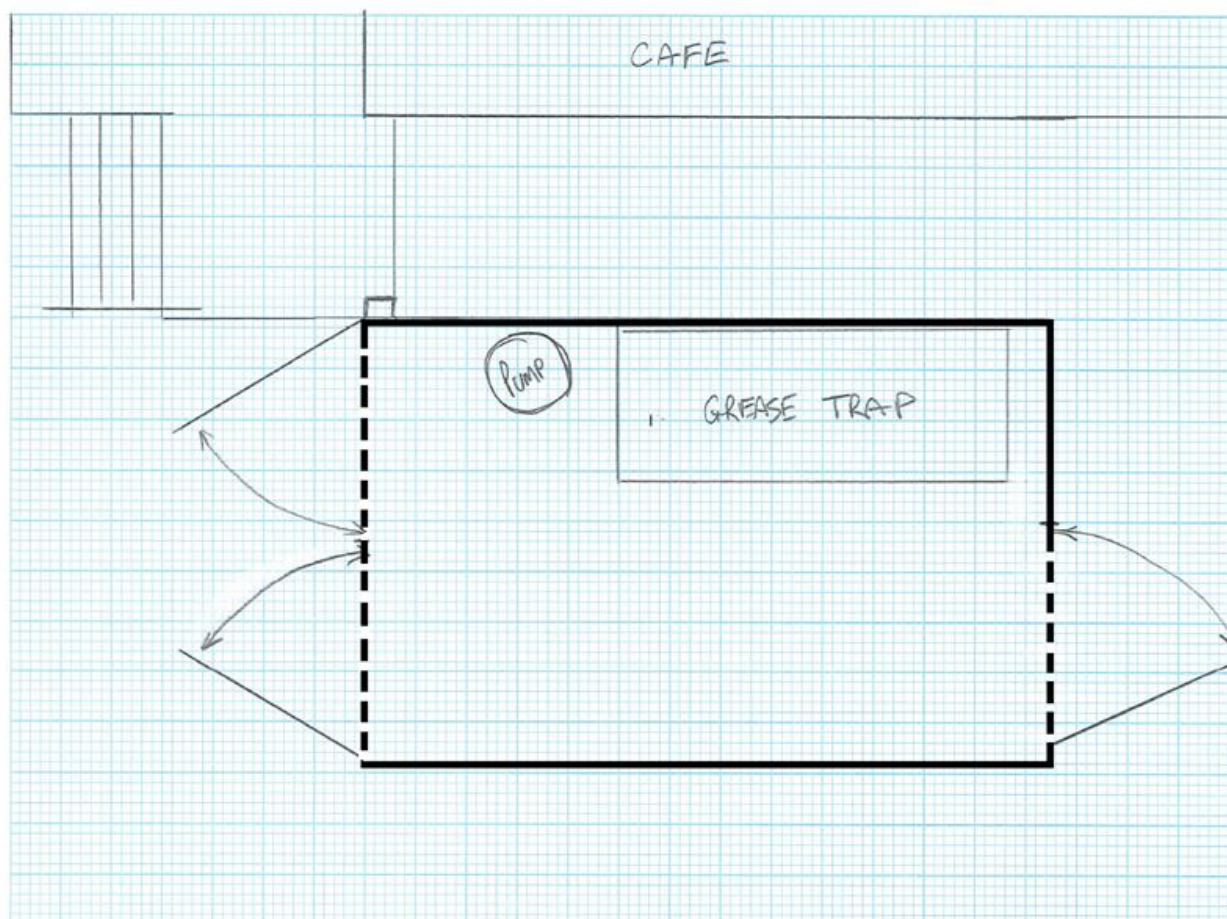
The most popular option for a screening fence is aluminium slats which scored 13/16 votes. It is proposed to fence the loading dock with gates at both ends being double gate at street end, and single pedestrian gate at other end as shown in diagram below.

The screening fence has been costed as:-

2400x1800 screen complete with posts and mountings	\$960.00 x 4	\$3,840
1200x1800 screen	\$1 060 x 2	\$2,120
Front Gates 2 x 1400x1800 leaves plus furniture		\$1,870
Rear gate		\$1,040
Total Materials		<u>\$8,870</u>

Plus Labour Demo / Install 4 days x 2 men	\$6,400
Contingency 10%	+\$1,527

= \$16 797  
(inc GST)

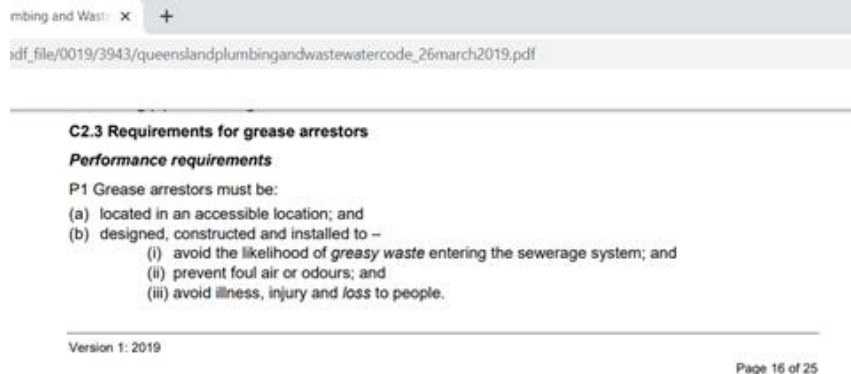


### Legislation, Local Laws, State Policies & Other Regulatory Requirements:

***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 Queensland Plumbing and Wastewater Code include requirements for grease traps. The code requires that a grease arrester be installed as close as practicable to the appliance or fixtures the arrester serves.



Queensland Plumbing and Wastewater Code

**Deemed-to-satisfy solutions**

**D1 A grease arrester must:**

- (a) be of a size and design approved:
  - (i) for premises in a sewered area—by the sewerage service provider; or
  - (ii) for any other premises—by the local government;
- (b) be installed:
  - (i) in an accessible position to enable servicing;
  - (ii) preferably outside a building; and
  - (iii) as close as practicable to the appliance or fixtures the arrester serves.
- (c) have a gas-tight lid suitable for loads likely to be imposed.

**D2 The grease arrester outlet must:**

- (a) have a minimum diameter of 100mm; and
- (b) be fitted with a trap.

**D3 Grease arrestors must have a:**

- (a) 100mm vent that complies with AS/NZS 3500.2 section 6.9 and is installed at the upper end of a drain that connects to the grease arrester; and

**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)

Plumbing Contractor

Building Projects, Maintenance Planning & Inspections Officer, Facilities (Land, Buildings & Structures)

**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?***

Impact on this year's budget is dependent on which outcome Council decides to pursue. Maximum Cost will be \$16,103.12 for plumbing plus any requirement to relocate services in footpath, fencing or concreting around the grease trap. Extra costs may apply if drains do not line up.

Current special projects/capital works budget \$12,500.

### **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)

Injune Arts Inc – concerns about any proposal to install the grease trap above ground or underground in the lawn area to the west of the loading bay.

Café on Second – require functioning grease trap to be able to operate a café business.

Injune Residents I.W, J.D, L.D and anonymous who have complained about the current location of the grease trap.

Other complainants may have complained directly to Councillors. As such these complaints may not be recorded in the CRM system.

### **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
Financial	<p>Council does have budget allocated to fund a screening fence (\$12,500).</p> <p>At the time of applying for budget, a figure was included that accommodated a range of types of fencing/screens and also allowed that the community may have wanted tourism promotional type signage installed on the fence.</p>



	There is insufficient budget in this work order to effect the relocation of the grease trap. Fencing may also still be required to screen the pump and wheelie bins that will still remain in the loading bay location.
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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)

Council has a record of complaints about the location of the grease trap being received from four individuals (I.W, J.D, L.D & Anonymous) and a further comment from V.P who also voted on the aluminum slat option.

The outcome of consultation was overwhelming support for the aluminum slat option for the fence. The fence will need to be installed to shield the pump and wheelie bins, whether the grease trap is relocated or not.

It is recommended that Council proceed with construction of the privacy fence, and also undertake consultation with the Injune Community to determine the views of the wider community in regard to relocating the grease trap to the back of the block at an estimated cost of \$13,564.32 (including GST).

It is recommended that Council not proceed with any planning or consultation in regard to placing the system on the footpath in consideration of the correspondence received from Injune Arts Inc.

**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. Undertake consultation with the community via the "Have your Say" platform with the two options being that 1. The grease trap remains in its current location to service Café on Second or 2. The grease trap be relocated to the back of the block and installed underground in a service pit at an estimated cost of \$13,564.32 (including GST).
2. Community consultation material to note that the pump must stay in its current location in order to pump waste from the café kitchen to the grease trap.
3. Proceed with construction of a fence of aluminium slat construction around the current location of the grease trap behind Café on Second, to screen the pump and wheelie bins.

**Link to Operational Plan Function:**

Corporate Plan 2018-2023

Strategic Priority 4: Growing our region

4.10 Facilities

**Supporting Documentation:**

1	Correspondence Injune Gallery Committee	D20/86812
2	Consultation - Injune Cafe on Second Grease Trap Screening Fence	D20/99775

**Report authorised by:**

Deputy Chief Executive Officer/Acting Director Infrastructure Services



4 September 2020

Injune Arts Inc  
Injune Creek Gallery  
Second Avenue  
Injune Qld 4454

Dear Ms Reitano,

Our correspondence refers to a resolution from the Council Minutes of 12 August 2020, listed below.

**That Council:**

1. **Organise quotes for presentation at an upcoming meeting for the installation of the grease trap for Café on Second Injune, several metres away from the existing location, underground and in the grassed area next to the inside of the footpath, or suggested alternative location/s.**
2. **Cease the community consultation and any further actions in relation to the installation of a screening fence.**
3. **Organise a quote for the removal of the cement block and infrastructure (if required) is correspondence refers to the following Council resolution.**

It has come to our attention that Council are considering relocation of the newly installed grease trap for Café on Second, located in the loading bay at the Injune Multi- Purpose Building on Second Avenue. Our group has no objection to the current location or proposed relocation of the grease trap, but vehemently object to any plans to place the grease trap either above ground or underground in the lawn/grassed area to the west of the loading bay.

This area is used by our group every six weeks for the purpose of hosting our exhibition openings at Injune Creek Gallery. This is a very appealing grassed space that adjoins the Gallery, which is well lit (lighting was requested and supplied during 2019 by Council), has an outdoor power supply and an adjacent deck for our entertainers. This area allows a tea/coffee station, bar and grazing table to be set up in a circle of 4 - 6 tables with seating for our patrons on lawn, which our group fertilises each year to keep it lush and thick.

The number of residents who attend exhibition openings ranges from 12 – 120 people. We take pride in offering a fantastic arts and culture experience annually for in excess of 1000 visitors and locals.



On another note, Second Avenue has space allocated for bus parking. Pre COVID19 rules set in place by gas companies preventing workers stopping in towns within the region, this is where buses stop during transportation of coal seam gas employees to and from the northern gas fields. On a daily basis, this area is busy with buses and light vehicles as coal seam gas workers frequent the local businesses in this area. Why stop traffic flow in this area along Second Avenue by placing infrastructure on/nearby to a busy thoroughfare? Surely this would lead to the grease trap needing to be fenced or have some barrier in place that will detract enormously from the beautiful aesthetics of our building which we take immense pride in.

In summary, our group do not support Council relocating the grease trap to the lawn area on Second Avenue. We do support placing a screen/fence around it in its current location as we appreciate the expense outlaid to date. For return correspondence, please email me at [montavista.sellars@gmail.com](mailto:montavista.sellars@gmail.com)

Yours sincerely

Karen Sellars  
Secretary





## Injune Community Consultation Screening Fence – Multi-Purpose Centre

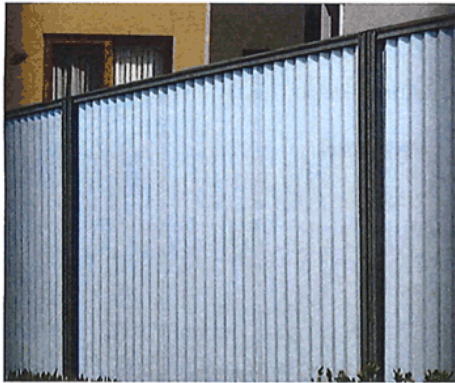
- Council has installed a new grease trap to service Café on Second.
- Grease traps are a legal requirement for all café businesses to stop grease entering the sewer line, damaging Council infrastructure and interfering with other services on that line.
- Unfortunately grease traps while functional, are not pretty.
- Council is planning to install a screening fence around the grease trap and invites the Injune Community to have input on the design of the fence.

### **COUNCIL WOULD LIKE YOUR FEEDBACK**

Council is seeking community feedback on the style of screening fence that would best compliment the space and existing buildings.

Please choose from options provided below:-

#### **Option 1: - Zinc Good Neighbour**



*Vertical*



*Horizontal*



**Option 2: - Colorbond Good Neighbour**



**Option 3: - Aluminium Slats**



**Option 4: - Timber Slats**

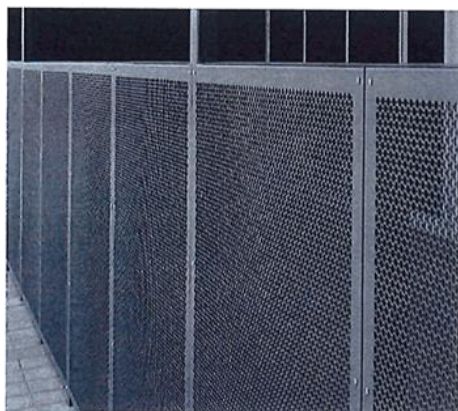


*Vertical*



*Horizontal*

**Option 5: - Perforated Metal**





**MEDIA RELEASE**

27 July 2020

FOR IMMEDIATE RELEASE



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**INSTALLATION OF GREASE TRAP AT THE INJUNE MULTI-PURPOSE CENTRE**

To comply with mandatory café business operating requirements an above ground grease trap has been installed at the Injune Multi-Purpose Centre to service the Injune Café.

Grease traps are a requirement for all café businesses to stop grease entering the sewer line, damaging Council infrastructure and interfering with other services on that line.

An above ground grease trap was necessary due to the location of the café kitchen and the extent of existing underground infrastructure in that area. The area adjacent to the grease trap will also be used for storage of café wheelie bins and disposables.

A screening fence will be installed around the grease trap and Council is calling upon the local community to contribute suggestions regarding the type of fence best suited to this location.

A display showing the types of screening being considered will be on display in the Injune Council Office/Library from Monday, 20 July until Friday, 7 August. To submit suggestions for the type of screening for beautification of the area please contact Maranoa Regional Council on 1300 007 662.

-ENDS-

**Media Contact: Anna-Louise Murphy – Communications Officer**

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**Media Enquiries**

Email: [communications@maranoa.qld.gov.au](mailto:communications@maranoa.qld.gov.au) Phone: 0439 568 166

## **OFFICER REPORT**

**Meeting:** Ordinary 11 November 2020

**Date:** 19 October 2020

**Item Number:** 13.2

**File Number:** D20/99235

**SUBJECT HEADING:** Christmas Celebrations

**Classification:** Open Access

**Officer's Title:** Support Officer - Economic & Community Development

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### **Executive Summary:**

Council submitted a funding application under the Community Drought Support offered by the Department of Communities, Disabilities and Seniors. This application was partly successful. In the past Council has been able to offer a financial contribution to Communities to hold Christmas celebrations using the funds from this grant. This report is to seek support from Council to continue this contribution to communities for their annual Christmas celebrations regardless of the outcome of the grant application.

### **Officer's Recommendation:**

1. That Council approve a budget allocation for Community Christmas Celebrations of \$7,500.00 to be distributed to the 15 local community associations listed in this report and
2. The budget allocation from budget line item, "Local Development wages" GL 2883.2001.0301.

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### **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 groups which may benefit from the funding.

### **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
P&C	Parents and Citizens

### **Context:**

***Why is the matter coming before Council?***

Council has been approached by the Yuleba P & C Association requesting financial support for their annual Christmas celebrations. Since 2017 Council has been successful in obtaining external funding which has been allocated to Community groups to hold an event that would allow drought affected communities to come together in a social setting. Many of these events were held at the end of the year for community Christmas celebrations.

As Council was unsuccessful in obtaining an external grant for the 2020/2021 year for these events, this report is seeking a budget allocation of \$7500, to be sourced from the Yuleba/ Wallumbilla Local Development officer (currently vacant) wage allocation, within the Local Development wages GL 2883.2001.0301. Allocation of these funds would enable Council to continue to offer community groups a contribution to be put towards their annual Christmas celebrations.

It is suggested that the groups below be offered a total amount of \$500.00 each to go towards their annual Christmas celebrations for 2020. These are the same groups that received funding in 2019/2020 for their Christmas Celebrations.

- Amby Community Association
- Begonia Community
- Bymount Recreation Association
- Dunkeld Golf Club
- Eumamurrin Association
- Hodgson Soldiers Memorial Hall
- Jackson CWA
- Muckadilla Community Assoc
- Mungallala Progress
- Noonga Community Association
- Roughlie Community Association
- Teelba State School P&C
- Wallumbilla Town Improvement Group
- Yuleba P&C
- Injune Bowls Club

**Background:**

***Has anything already happened in relation to this matter?***

(Succinct overview of the relevant facts, without interpretation)

In 2017 Council received \$130,000 in funding from the Department of Communities, Child Safety and Disability Services for Community drought support. \$49,550 of this funding was allocated to 45 Community groups to hold a Community event that would bring drought affected communities together in a social setting. Out of these 45 events, 13 of these were Christmas celebrations.



In 2018-2019, Council received another \$130,000 in funding from the Department of Communities, Child Safety and Disability Services for Community drought support. \$38,600 of this funding was allocated to 34 Community groups to hold Community events that would bring drought affected communities together in a social setting. Out of these 34 events, 14 of these were Christmas celebrations.

In 2019 – 2020, Council received \$50,000 in funding from Western Queensland Primary Health Network for the Empowering our Communities project. This funding was allocated to 47 Community groups to hold Community events that would bring drought affected communities together in a social setting. Out of these 47 events, 15 of these were Christmas celebrations.

In 2019-20, a total of \$5 million (excluding GST) was made available through the Community Drought Support grants through the Department of Communities, Disability Services and Seniors. Council was successful in obtaining \$6,900 which was resolved (OM/09.2020/47) to be allocated in equal amounts of \$1,380.00 to 5 Community events which were:

- Roma Show
- Mitchell Show
- Wallumbilla Show
- Injune Races
- Surat Christmas Party

2019–2020 saw an allocation of funds for community groups, as listed above, to host Christmas Celebrations.

**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)

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)

### 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?*

A total amount of \$7,500.00 will allow an allocation of \$500 for each community group listed. This budget amount can be sourced from the Yuleba/ Wallumbilla Local Development officer (currently vacant) wage allocation, within the Local Development wages GL 2883.2001.0301.

### 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 does not receive a grant in 2021/2022, Council may need to allocate a similar budget for next year.

### 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)

Recipients of funding.

### 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 approving this budget allocation	Community Groups miss out on additional support to assist them with their annual Christmas celebrations; therefore the community groups may not be able to hold their Annual Community Christmas Celebrations.

### 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)

As this financial support has been provided by Council for the past 4 years, albeit through an external source, it is recommended that Council offer this support again for the 2020/2021 year to continue to provide our communities the opportunity to hold their Christmas celebrations. With the COVID 19 restrictions starting to ease this will allow our communities to come together and celebrate the festive season.

**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 a budget allocation for Community Christmas Celebrations.

**Link to Corporate Plan:**

Corporate Plan 2018-2023

Strategic Priority 4: Growing our region

4.12 Local development and events

4.11.1 Coordinate Council's grant programs and other funding to community groups.

**Supporting Documentation:**

Nil.

**Report authorised by:**

Manager - Economic & Community Development

Deputy Chief Executive Officer/Acting Director Infrastructure Services

## **OFFICER REPORT**

**Meeting:** Ordinary 11 November 2020

**Date:** 23 October 2020

**Item Number:** 13.3

**File Number:** D20/101078

**SUBJECT HEADING:** Grazing Land - Surat

**Classification:** Open Access

**Officer's Title:** Administration Officer - Land Administration

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### **Executive Summary:**

Council has requested a report be provided about use of land in the Surat region for grazing of horses to improve the liveability attraction for prospective new residents of Surat.

### **Officer's Recommendation:**

That Council note the report.

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### **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).

Nil

### **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
DNRME	Department of Natural Resources, Mines and Energy
USL	Unallocated State Land

### **Context:**

***Why is the matter coming before Council?***

Council has requested a report be provided about use of land in the Surat region for grazing of horses to improve the liveability attraction for prospective new residents of Surat.

Council is asked to consider the report.

### **Background:**

***Has anything already happened in relation to this matter?***

(Succinct overview of the relevant facts, without interpretation)



At the Ordinary Meeting held 8 July 2020, Council considered liveability attraction for prospective new residents of Surat. Council resolved –

**OM/07.2017/17**

***That a report be prepared for an upcoming Council meeting.***

A review has been completed of available freehold and reserve land in the area of the Surat township.

**Freehold Land –**

There is no Council freehold land available or identified as suitable in or around Surat for this purpose. A map indicating Council freehold land is attached to the Report for Council's information.

**Reserve Land –**

The township of Surat is surrounded by reserve land, which Council is the Trustee for. A map indicating reserve land is attached to the Report for Council's information.

**Camping and Water Reserves –**

Grazing on a camping and water reserve can only be undertaken in accordance with the following –

- a. Short term agistment permit for Landholder affected by fire, flood or drought; or
- b. Lease or permit to occupy; or
- c. Trustee lease from council;

Note that the DNRME has an interest in these reserves, and generally are opposed to grazing uses.

**Racecourse Reserve –**

The Racecourse Reserve has an area of 63.131 hectares and is located on Surat Development Road east of Surat.

This reserve is used by the Surat Diggers Race Club, Surat Pony Club and Surat Campdraft Association. Traditionally there is an Agreement held between Council and the users of these groups for use of this land.

A Trustee Lease was issued over part of the Racecourse Reserve to the Surat Clay Target Club Inc., commencing 17 July 2018, expiring 30 September 2027.

It should be noted that clay target events can produce loud noise when being held.

**Recreation Reserve –**

This Reserve has an area of 34 hectares and is located in Ivan Street.

The land was previously held by the Surat Golf Club. In 2017 the Surat Golf Club surrendered their lease and the land was transferred back to Council as Reserve for Recreation purposes for use by the Surat community.

There are two dams on the reserve land, which Council uses to dispose of its excess treated water from the sewerage ponds.

#### Unallocated State Land –

Unallocated State land can be accessed for short term grazing under the Stock Route Management Act, under the same conditions as short term grazing on reserves. Use or access to this land would have to be negotiated with the DNRME.

It should be noted that native title interests may have to be resolved before this land could have tenure issued over it to allow usage for long term agistment.

It should also be noted that most of the USL in Surat appears to be very low lying and would potentially be impacted by flooding. (Copy of Surat flood hazard map attached to Report)

Currently most of this land outside the town area is managed as part of the stock route network.

#### **Land identified that could potentially be used for grazing purposes and potential issues identified –**

Unallocated State Land described as Lot 27 on USL45073, situated on the Talavera Road, with an area of 41.3 hectares.

Problem with issues of practicality due to the land being located in low lying area –

- what happens when the gully runs preventing access;
- would land users expect road and drainage upgrades.

USL is unallocated state land. Any request to use the land needs to be through an application to DNRME.

#### **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)

Subordinate Local Law No. 2 Animal Management

Schedule 1 – Prohibition on Keeping Animals – Section 5

	Column 1 Animal	Column 2 Circumstances in which keeping of an animal or animals is prohibited
3	Horse or cow	<p>a) An animal to which this item 3 applies on an allotment in a designated town area with an area less than 4000 m<sup>2</sup>.</p> <p>b) A density of animals to which this item 3 applies on an allotment in a designated town area that is greater than 1 animal per 4000 m<sup>2</sup>.</p>

### 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)

All groups/individuals are required to enter into a formal agreement for the use of Council owned land.

### 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)

Rural Land Services & Funding Officer / Team Coordinator – Rural Land Services

### 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
Health of Livestock	Loud noise may cause livestock to take fright and injuries occur. Contaminated land may cause issues with livestock. Land in low lying areas may cause issues in time of heavy rain events.

**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 note the report.

**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?***

Council note the report.

**Link to Corporate Plan:**

Corporate Plan 2018-2023

Strategic Priority 4: Growing our region

4.10 Facilities

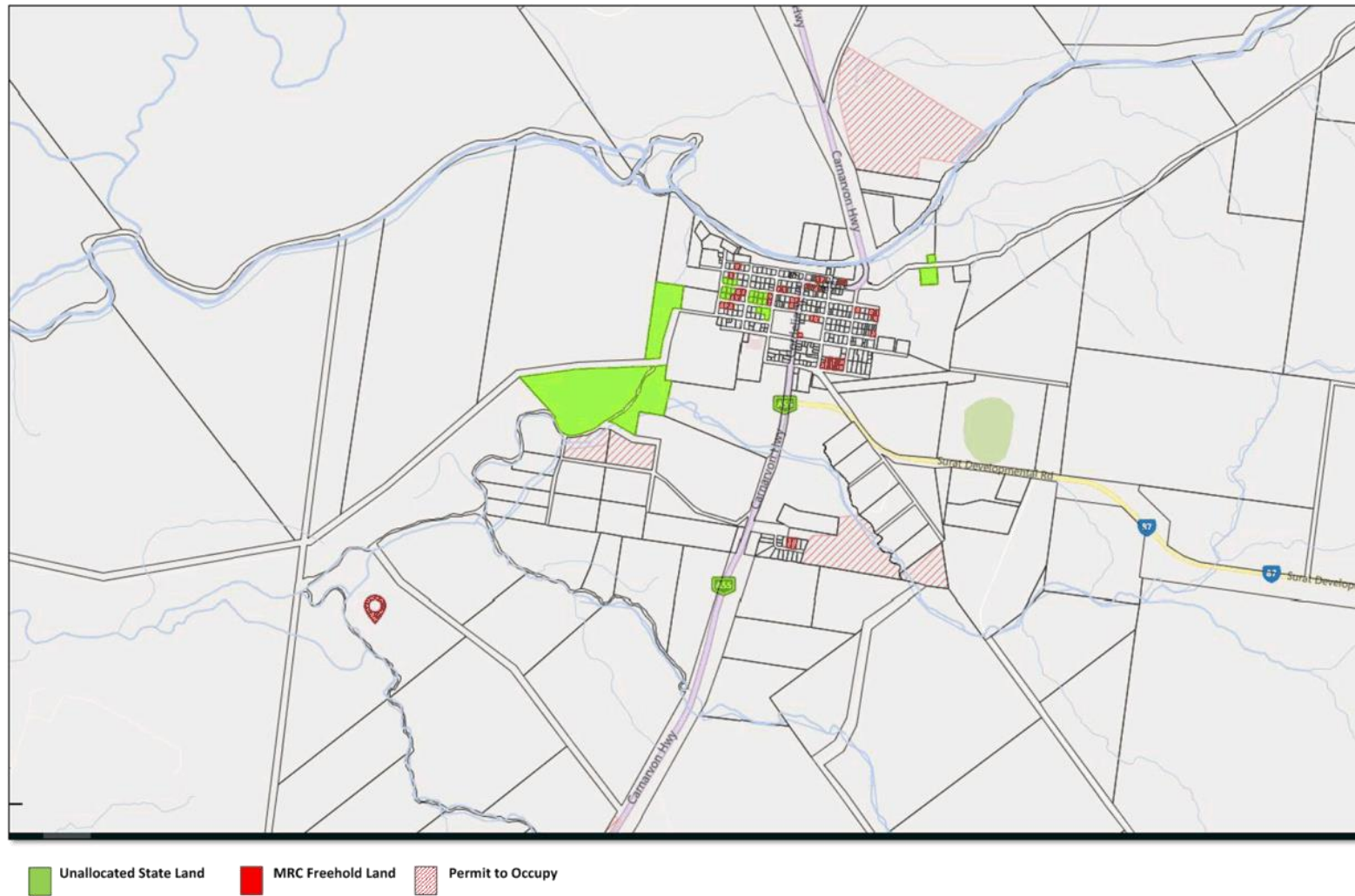
**Supporting Documentation:**

1	Surat Indicative Location Map - MRC Freehold Land - Unallocated State Land - Permit to Occupy Land	D20/102058
2	Surat Indicative Location Map - Reserve Land	D20/102106
3	Surat flood hazard map	D20/102107
4	Indicative Location Map - Lot 27 on USL45073	D20/102109

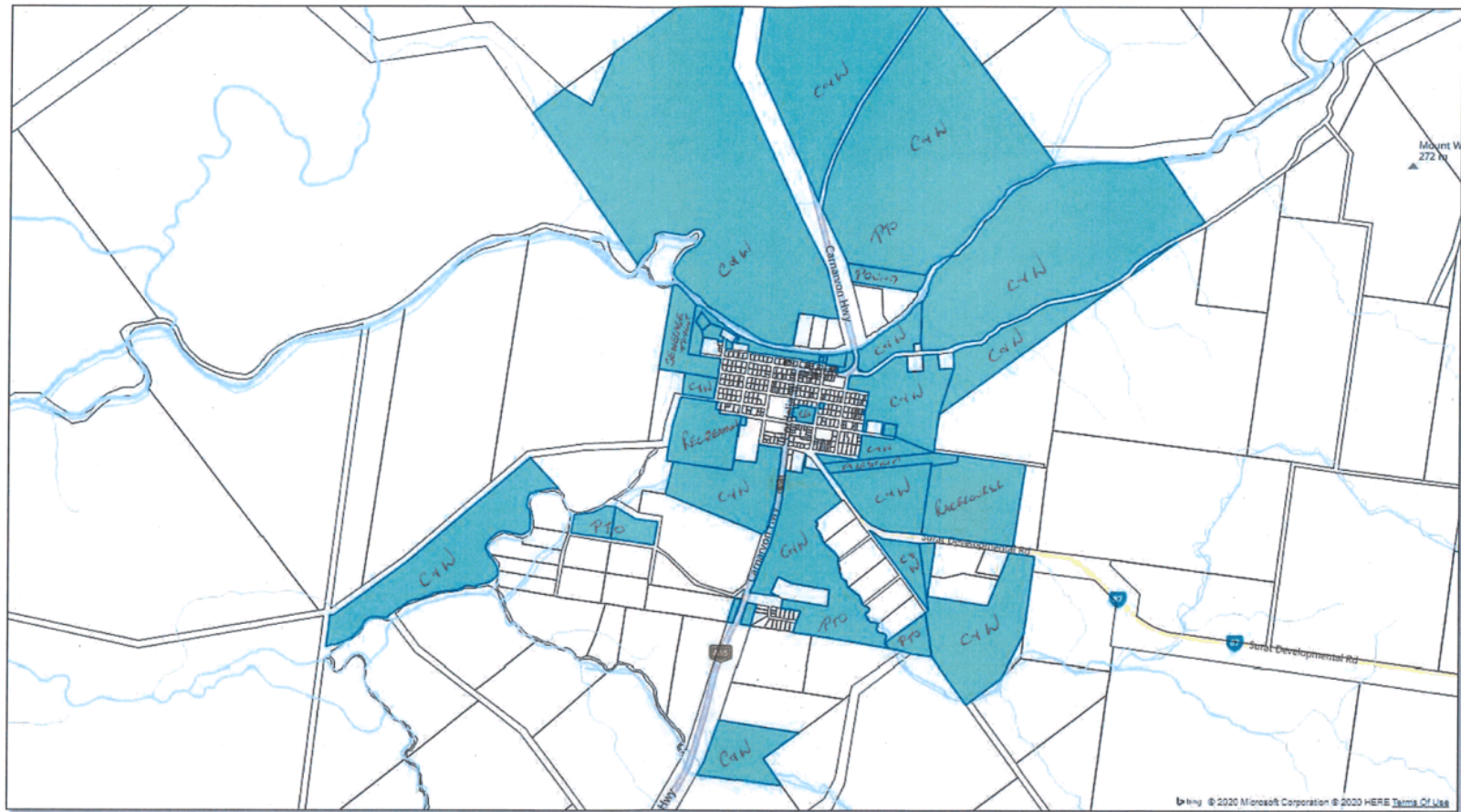
**Report authorised by:**


Manager - Facilities (Land, Buildings & Structures)

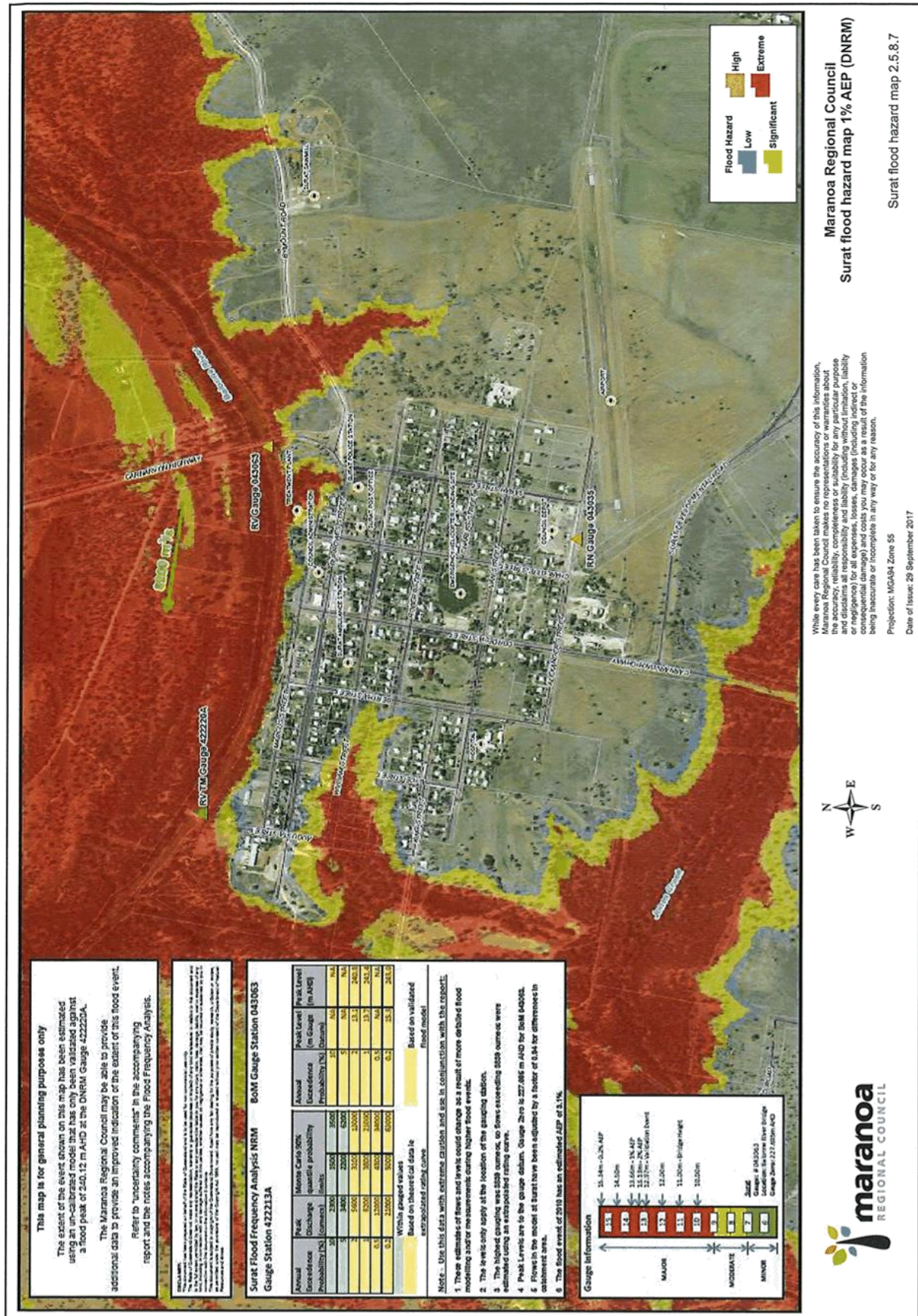
Deputy Chief Executive Officer/Acting Director Infrastructure Services



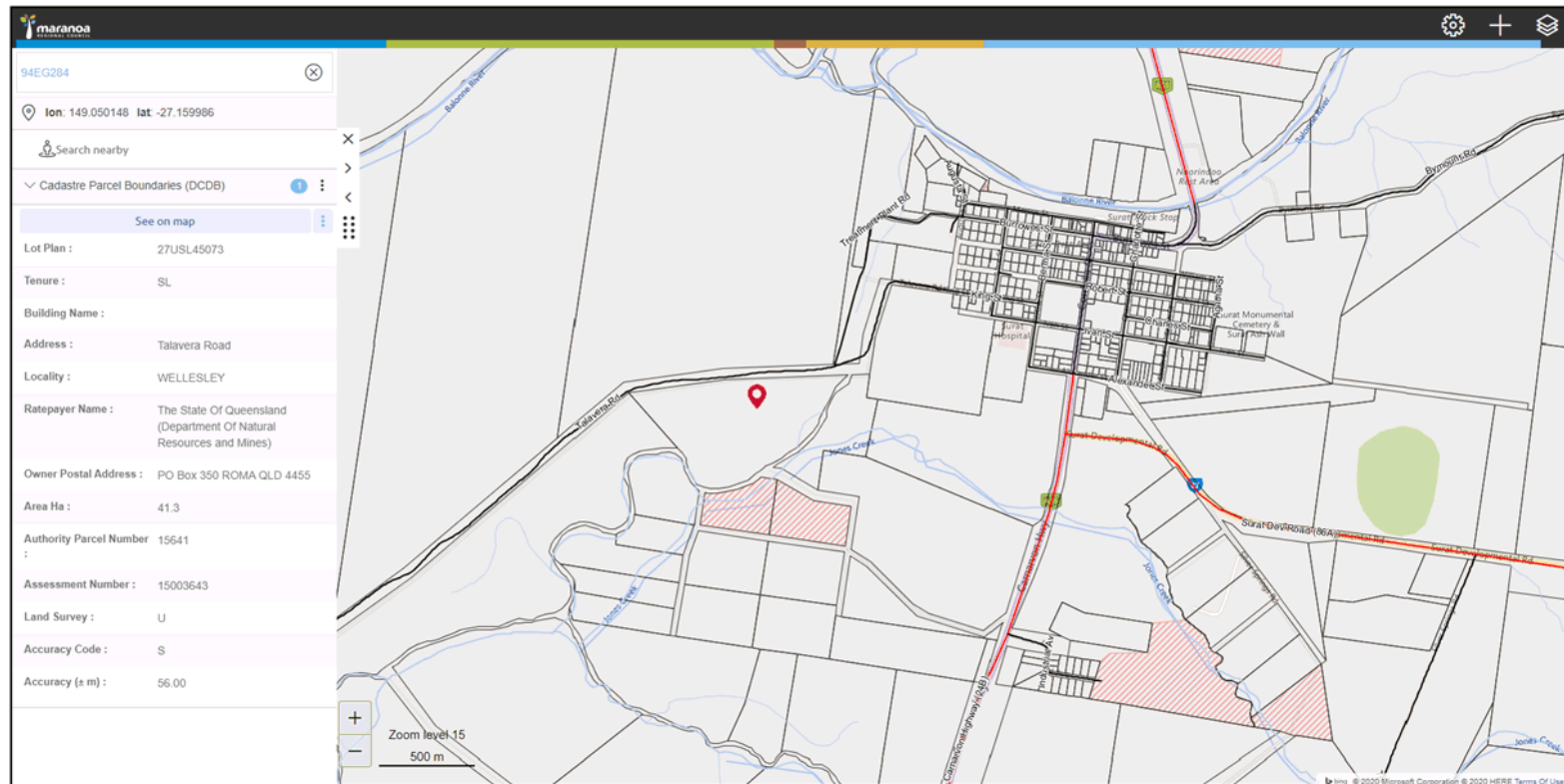




 Reserve Land including Permit to Occupy







## **OFFICER REPORT**

**Meeting:** Ordinary 11 November 2020

**Date:** 26 October 2020

**Item Number:** 13.4

**File Number:** D20/101396

**SUBJECT HEADING:** Denise Spencer Pool Closure - Roma All Stars and Roma State College Annual Swim Carnivals

**Classification:** Open Access

**Officer's Title:** Support Officer - Facilities

---

### **Executive Summary:**

Council has received a request from the Manager of the Denise Spencer Pool seeking permission for closure of the facility to the general public to hold the Roma All Stars and Roma State College Annual Swim Carnivals.

### **Officer's Recommendation:**

That Council:

1. Approve the request to close the Denise Spencer Swimming Pool to the general public on Saturday 5 December 2020 from 10.00am to 2.00pm, for the Roma All Stars Annual Swim Carnival.
2. Approve the request to close the Denise Spencer Swimming Pool to the general public on Friday 20 November 2020 from 8.00am to 3.00pm, for the Roma State College Annual Swim Carnival.
3. Advise the community of the closures through a notice at the pool and a media release.

---

### **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 All Stars Swim Club  
Roma State College Students

### **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 Swimming Pool Manager is seeking approval for the closure of the Denise Spencer Pool for an annual swim carnivals in November and December.

**Background:**

***Has anything already happened in relation to this matter?***

(Succinct overview of the relevant facts, without interpretation)

Council received a request from the Roma Swimming Pool Manager seeking approval for the closure of the Denise Spencer Pool for an annual swim carnivals to be held in November and December during the specified times.

Council has historically allowed the pool to be closed for this carnival in the past.

**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

Contract Manager – Denise Spencer Pool

**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)

Roma All Stars Swim Club  
Roma State College Students  
General Public/ Swimmers

**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
Political	Members of the public could become disgruntled if the pool is not open for use.
Political	Children train year round for the annual swimming carnivals.

**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)

Approve the closure of the Denise Spencer Pool for the Annual Swim Carnivals to take 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:

1. Approve the request to close the Denise Spencer Swimming Pool to the general public on Saturday 5 December 2020 from 10.00am to 2.00pm, for the Roma All Stars Annual Swim Carnival
2. Approve the request to close the Denise Spencer Swimming Pool to the general public on Friday 20 November 2020 from 8.00am to 3.00pm, for the Roma State College Annual Swim Carnival.
3. Advise the community of the closures through a notice at the pool and a media release.

**Link to Corporate Plan:**

Corporate Plan 2018-2023

Strategic Priority 4: Growing our region

#### 4.10 Facilities

**Supporting Documentation:**

- 1 [↓](#) Correspondence received from Stacey Robertson (Roma Pool) - Request for closure Roma All Stars Annual Swim Carnival D20/101338
- 2 [↓](#) Correspondence received from Roma Pool Manager - Request for Closure of the Denise Spencer pool for the Roma State College Annual Swim Carnival D20/103469

**Report authorised by:**

Manager - Facilities (Land, Buildings & Structures)

Deputy Chief Executive Officer/Acting Director Infrastructure Services

**Monique Light**

---

**From:** Stacey Robertson <coachstacey7@gmail.com>  
**Sent:** Monday, 26 October 2020 6:28 AM  
**To:** Facilities.Maintenance; Madonna Mole  
**Subject:** Annual All Stars Carnival

Hi Team

The Roma AllStars Have requested the pool to be shut from 10 to 2 pm on Saturday 5thn December 2020. I am seeking approval from the council for this to happen.

Kind Regards

*Stacey Robertson*

PO BOX 272, ROMA QLD 4455/ Mobile: 0408847255

"Prioritize human connection! Building a community of people who can help you through life's ups and downs is a vital step towards happiness and good health."

**Monique Light**

---

**From:** Stacey Robertson <coachstacey7@gmail.com>  
**Sent:** Friday, 30 October 2020 6:33 AM  
**To:** Gavin Pallisier; Facilities.Maintenance  
**Subject:** Fwd: Dimming carnival  
  
**Categories:** Monique

Kind Regards

## Stacey Robertson

PO BOX 272, ROMA QLD 4455/ Mobile: 0408847255

"Prioritize human connection! Building a community of people who can help you through life's ups and downs is a vital step towards happiness and good health."

----- Forwarded message -----

From: **MAWN, Margaret (mmawn1)** <mmawn1@eq.edu.au>  
Date: Thu, Oct 29, 2020 at 7:44 AM  
Subject: RE: Dimming carnival  
To: Stacey Robertson <coachstacey7@gmail.com>  
Cc: GRIFFIN, Rachel (rgrif119) <rgrif119@eq.edu.au>

Dear Stacey

My apologies that this has not been done! I've included Rachel Griffin in this email and she will clarify any other requirements. Stacey, I'm very sorry we missed this request.

Dear Stacey

On behalf of the College, I am submitting a formal request for the Denise Spencer pool to be closed to the public on the day of the Roma State College Swimming Carnival with details below:

Date: Friday, 20 November, 2020

- Roma State College PRIMARY students would be swimming from 9.00am – 12 noon

- Roma State College SECONDARY students would be swimming from 12.30 – 3.00pm
- Set up and pull down times would also be required
- Swimming lanes are required as per competition arrangements
- Spectators are not permitted to attend the carnival
- The use of the swimming club rooms is required for recording
- There won't be a P and C BBQ

Lastly, we request please that the canteen not sell lollies until 11am – we just need all those little ones to be able to function when they return to school please, Stacey. Is that possible please?

Kind regards, Margaret

**From:** Stacey Robertson <[coachstacey7@gmail.com](mailto:coachstacey7@gmail.com)>  
**Sent:** Wednesday, 28 October 2020 7:51 PM  
**To:** MAWN, Margaret (mmawn1) <[mmawn1@eq.edu.au](mailto:mmawn1@eq.edu.au)>  
**Subject:** Dimming carnival

Hi Margaret

It was brought to my attention that the school is to hold a swimming carnival at the public pool on Friday 20th November. It is usual practice to request a public pool be shut to the public and the swim school to cancel all lessons that day.

I have not been asked but parents received an email two weeks ago advertising that it was happening.

Could you please ask who ever is organising it to email a request so I can put a proposal before the Council?

Kind regards

Stacey



--

Kind Regards

*Stacey Robertson*

PO BOX 272, ROMA QLD 4455/ Mobile: 0408847255

"Prioritize human connection! Building a community of people who can help you through life's ups and downs is a vital step towards happiness and good health."

\*\*\*\*\*  
\*\*\*\*

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## **OFFICER REPORT**

**Meeting:** Ordinary 11 November 2020

**Date:** 26 October 2020

**Item Number:** 13.5

**File Number:** D20/101501

**SUBJECT HEADING:** Bassett Park - Race Horse Trainers Agreement

**Classification:** Open Access

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

---

### **Executive Summary:**

Council is asked to consider entering into a formal agreement with Jessika-Lee Brand for the use of the Racetrack at Bassett Park.

### **Officer's Recommendation:**

That Council:-

1. Enter into a non- exclusive User Agreement with Racehorse Trainer Jessika-Lee Brand for a period of three (3) years for the use of the track and relevant facilities at Bassett Park.
2. Authorise the Chief Executive Officer (CEO), or delegate, to finalise and execute the agreement and any other associated documentation.

---

### **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).

Jessika-Lee Brand

### **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?***

Ms Brand has applied to Queensland Racing and has been granted a licence to train racehorses at Bassett Park.

### **Background:**

***Has anything already happened in relation to this matter?***

(Succinct overview of the relevant facts, without interpretation)

Council holds 12 current trainer agreements for the use of the track and the facilities at Bassett Park Roma. As more people are starting to gain their trainers licence and use this area, it is imperative that users enter into an agreement with Council to understand what their responsibilities are in regard to the use of Bassett Park, the stables and the race track area.

**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)

Bassett Park Worker/Team Leader

Racehorse Trainer

**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?***

Revenue for Bassett Park –

- \$11.00 per horse per week old stalls
- \$22.00 per horse per week new stalls
- \$9.00 per horse per week for track fees

**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)

Figures are increased as per annual fees and charges

### 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)

Users of Bassett Park

### 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)

That Council enter into an agreement with all racehorse trainers who currently use the Bassett Park venue to train their horses.

### 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 a non- exclusive User Agreement with Racehorse Trainer Jessika-Lee Brand for a period of three (3) years for the use of the track and relevant facilities at Bassett Park.
2. Authorise the Chief Executive Officer (CEO), or delegate, to finalise and execute the agreement and any other associated documentation.

### Link to Corporate Plan:

Corporate Plan 2018-2023

Strategic Priority 4: Growing our region

4.10 Facilities

### Supporting Documentation:

[1](#) Bassett Park User Agreement - Racehorse Trainers  
(draft)

D16/102691



**Report authorised by:**

Manager - Facilities (Land, Buildings & Structures)

Deputy Chief Executive Officer/Acting Director Infrastructure Services



## **BASSETT PARK**

## **Racehorse Trainers**

## **User Agreement**

---

## FACILITY USER AGREEMENT

### BACKGROUND

- A. Hirer has requested access to the Venue and use of the Facilities for the duration of the Term.
- B. Council has agreed to grant an access licence to the Hirer on the terms and conditions contained in this document.

### OPERATIVE PROVISIONS

#### 1. DEFINITIONS

The following words have these meanings in this document unless the contrary intention appears:

**Access Times** means the times that the Hirer may access and use the Venue and Facilities as specified in Item 8 of the Hire Details.

**Associates** means each of a party's employees, officers, agents, contractors, service suppliers, invitees, customers, patrons and those persons who at any time are under the control of, and in or on the Venue and the Facilities with the consent (express or implied) of, a party.

**Council** means the owner of the Venue and the Facilities more particularly described in Item 1 of the Hire Details.

**Council Responsibilities** means the costs, expenses, services, maintenance, cleaning and other matters specified in Item 16 of the Hire Details.

**Facilities** means those facilities, amenities, plant & equipment, accommodations, services, attractions or other features built or located at the Venue specified in Item 4 of the Hire Details.

**Government Authority** means any governmental or semi-governmental administrative, fiscal or judicial department, commission, authority, tribunal, agency or entity.

**Hire Details** means those details specified in Schedule 1.

**Hire Fee** means the amount specified in Item 9 of the Hire Details.

**Hirer** means the party described in Item 2 of the Hire Details.

**Hirer Responsibilities** means the cleaning, maintenance and other responsibilities to be carried out by Hirer under this document as specified in Item 15 of the Hire Details.

**Insurance** means the policy types and levels of cover specified in Item 13 of the Hire Details.

**Outgoings** means that share of the costs associated with the running and upkeep of the Venue and Facilities to be paid by Hirer as specified in Item 14 of the Hire Details.

**Permitted Use** means those uses of the Venue and the Facilities specified in Item 5 of the Hire Details.

**Responsible Person** means:

- (a) Council – that person or officer identified in Item 1 of the Hire Details; and

- (b) Hirer – that person or officer identified in Item 2 of the Hire Details.

**Signage** means the permanent signs and advertising that the Hirer is permitted to install or display at the Venue and Facilities in accordance with clause 6 and Item 10 of the Hire Details.

**Term** means the period specified in Item 7 of the Hire Details.

**Venue** means the land described in Item 3 of the Hire Details.

## 2. HIRE OF VENUE AND FACILITIES

- (a) Council grants to the Hirer a licence to access and use the Venue and Facilities during the Term on the conditions contained in this document.
- (b) The Hirer may only use the Venue and Facilities for the Permitted Use and during the Access Times.
- (c) The Hirer must pay Council the Hire Fee and Outgoings in accordance with Council's payment terms from time to time.
- (d) If the licence granted under this document is stipulated in Item 6 of the Hire Details to be:
- (i) 'Exclusive' - Hirer may access and use the Venue and Facilities during the Access Times for the duration of the Term without interruption by Council or its Associates; or
  - (ii) 'Non-Exclusive' – Council reserves the right to grant to third party rights to access and use of the Venue and Facilities concurrent to Hirer's Access Times.
- (e) Council reserves its rights to deal with the Venue and Facilities outside of the Access Times in its absolute discretion.

## 3. CONDITION REPORTING

Hirer must provide a condition report to Council in respect of the Venue and Facilities in as required pursuant to Item 11 of Schedule 1 (Hire Details) and in the format required by Council.

## 4. RESPONSIBLE PERSON

Each party's Responsible Person will administer this document and anything arising in connection with this document. Each party may nominate a new Responsible Person by giving written notice to the other party.

## 5. MAINTENANCE & CLEANING

- (a) Hirer must carry out the Hirer Responsibilities during the Term as well as make good any damage or deliberate act of vandalism caused or committed by Hirer or its Associates.
- (b) Council will undertake the Council Responsibilities all other upkeep of the Venue and the Facilities not specified in clause 5(a).

## 6. SIGNAGE AND ADVERTISING

The Hirer may erect the Signage but must not erect any other permanent signs or advertising at the Venue without the prior written approval of Council.

---

**7. HIRER'S WORKS**

The Hirer must ensure that anything done by it in connection with this document is undertaken:

- (a) in a proper and workmanlike manner;
- (b) by suitably qualified and reputable contractors and tradespeople;
- (c) without unreasonably disturbing other occupiers and users of the Venue and Facilities; and
- (d) in accordance with any directions, conditions and requirements imposed by Council.

**8. HIRER'S WARRANTIES**

The Hirer warrants that:

- (a) it has the power to enter into and perform its obligations under this document;
- (b) it has (or will have) in full force and effect the authorisations, approvals, licences and consents necessary to enter into this document and perform obligations under it; and
- (c) its obligations under this document are valid and binding and are enforceable against it.

**9. INDEMNITIES AND RELEASE**

- (a) Hirer agrees to use the Venue and Facilities at its own risk and releases (to the full extent permitted by law) and indemnifies Council against any liability or loss arising from, and any costs, claims, charges and expenses incurred, in connection with damage to or loss of any thing and injury to, or the death of, any person caused by the act, inaction, negligence or default the Hirer or its Associates arising in connection with the Permitted Use or this document.
- (b) Hirer's liability to indemnify Council is reduced proportionally to the extent that any negligent act or omission of Council or its Associates has contributed to the injury, damage or loss.
- (c) Hirer is responsible for the cost of making good any damage caused to the Venue and Facilities arising out of and in with anything done by the Hirer in connection with this document (reasonable wear and tear is exempted).

**10. INSURANCE**

Hirer must:

- (a) take out, comply with and maintain the Insurance (which must be on a 'claims occurring basis') for the duration of the Term;
  - (b) give Council evidence of currency on request;
  - (c) immediately rectify anything which prejudices or might prejudice either the Insurance or Council's insurance; and
  - (d) immediately notify Council if an event occurs which gives rise or might give rise to a claim under or which might prejudice the Insurance or Council's insurance.
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**11. SAFETY, ACCIDENTS AND/OR FIRST AID**

- (a) Hirer acknowledges use of the Venue and Facilities is subject to a number of risks, including injury, and the responsibility for supervision and instruction of its Associates brought into the Venue by it rests with it.
- (b) Hirer acknowledges responsibility for administering first aid in the event of an emergency rests with it. Hirer will immediately notify the nearest Queensland Ambulance Service Centre (by phoning '000') of any accident occurring on or at the Venue and Facilities requiring urgent medical attention.
- (c) Hirer must immediately notify Council upon the occurrence of any incidents at the Venue involving injury, first aid or the risk of injury to a worker or any other person at the Venue.
- (d) Hirer acknowledges that Council may require it to implement changes to its existing policies, procedures and practices from time to time as Council deems necessary.
- (e) Hirer must provide Council with safety reports as requested by Council and as stipulated by Item 12 'Safety Reporting' of the Hire Details covering all safety, hazard and risk management issues relating to the Permitted Use.
- (f) Hirer warrants that all information provided to Council by it in accordance with clause 11 is correct and complete and indemnifies Council for any and all liability that arises as a result of incorrect or incomplete information provided to Council.

**12. MISCELLANEOUS****12.1 Amendment**

This document can only be amended or replaced by another document signed by the parties.

**12.2 Assignment**

Hirer may not assign, mortgage, encumber, charge, subcontract or declare a trust over or create an interest in, its rights under this document without the prior written consent of Council.

**12.3 Compliance with laws**

Hirer must comply on time with all laws and all lawful requirements and orders of Government Authorities in connection with the occupation and use of the Venue and Facilities including obtaining any approvals or licences required in connection with the Permitted Use.

**12.4 Costs**

Each party shall meet their own costs incurred in connection with this document but the Hirer will pay any stamp duty in relation to this document.

**12.5 Counterparts and facsimile copies**

This document may be executed in counterparts including by a facsimile copies. All counterparts together are taken to constitute one instrument and may be relied upon by a party to the same extent as if it was an original of this document executed by the party.

**12.6 Default**

Council may immediately terminate this document by giving the Hirer notice if Hirer fails to comply with any conditions of this document.

**12.7 Discretion in exercising rights**

A party may exercise a right or remedy or give or refuse its consent in any way it considers appropriate (including by imposing conditions), unless this document expressly states otherwise.

**12.8 Disputes**

All disputes in connection with this document are to be resolved, fully and conclusively, by Council's Chief Executive Officer. Each party must continue to perform its obligations under this document while any dispute is determined under this clause.

**12.9 Entire agreement**

This document is entered into by the parties as an agreement and embodies the entire understanding between the parties and supersedes all previous arrangements on the subject matter of this document.

**12.10 Governing law**

The laws in force in Queensland apply to this document. Each party irrevocably submits to the non-exclusive jurisdiction of the courts exercising jurisdiction in Queensland.

**12.11 GST**

All amounts payable under or in connection with this document are exclusive of Goods and Services Tax (GST) unless otherwise stated.

**12.12 Make good**

When this document ends the Hirer must make good the Venue and Facilities including by cleaning, repairing any damage arising in connection the Hirer's use of the Venue and Facilities, and removing all signage, advertising, plant, equipment and supplies that do not belong to Council or other authorised users of the Venue and Facilities.

**12.13 No liability for loss**

A party is not liable for loss caused by the exercise or attempted exercise of, failure to exercise, or delay in exercising a right or remedy under this document.

**12.14 No merger**

None of the rights and obligations of a party under this document merge whatsoever and at all times remain in full force and effect.

**12.15 No warranty by giving consent**

By giving its approval or consent, a party does not make or give any warranty or representation as to any circumstance relating to the subject matter of the consent or approval.

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**12.16 Remedies cumulative**

The rights and remedies provided in this document are in addition to other rights and remedies given by law independently of this document.

**12.17 Rights contractual**

The rights granted under this document to the Hirer are contractual in nature only and do not attach to or create an interest or estate in, the Venue or the Facilities.

**12.18 Severability**

If the whole, or any part, of a provision of this document unenforceable in a jurisdiction, it is severed for that jurisdiction. The remainder of this document has full force and effect and the enforceability of that provision in any other jurisdiction is not affected.

**12.19 Survival of rights and obligations**

Rights accrued to a party up to the date of termination or expiration of this document, indemnities and obligations of confidence given by a party under this document survive termination or expiration of this document

**12.20 Waiver**

A right under this document can only be waived in writing by the party waiving the right. A party does not waive its rights under this document because it grants an extension or forbearance. A waiver of a right on one or more occasions does not operate as a waiver of that right if that right arises again. The exercise of a right does not prevent any further exercise of that right or of any other right. If a party does not exercise a right or remedy fully or at a given time, the party may still exercise it later.

## Schedule 1

### HIRE DETAILS

Item 1	<b>Council</b>	<b>Maranoa Regional Council ABN 99 324 089 164</b> Responsible Person: Facility Lease Agreements Phone: 1300 007 662 Email: council@maranoa.qld.gov.au Address: P O Box 42 Mitchell Q 4465
Item 2	<b>Hirer</b>	<b>Trainer</b> Responsible Person: Phone: Email: Address:
Item 3	<b>Venue</b>	Bassett Park Show Grounds (Lot 1 on RP 173063 & Lot 7 on RP 173059)
Item 4	<b>Facilities</b>	Stables, Track, Equine Pool, Roll Yards, Day Yards, Wash Down Bay
Item 5	<b>Permitted Use</b>	Preparing and training of horses.
Item 6	<b>Licence Type</b>	<del>Exclusive</del> /Non-Exclusive
Item 7	<b>Term</b>	3 years
Item 8	<b>Access Times</b>	Daily <ul style="list-style-type: none"> <li>Track times are restricted to 4am – 9am</li> </ul>
Item 9	<b>Hire Fee</b>	Council's fees and charges adopted for each financial year in respect of the Venue and Facilities.
Item 10	<b>Signage</b>	Prior authorisation from Council must be sought.
Item 11	<b>Condition Report</b>	Notify Coordinator of Bassett Park of any damage, malfunction or required maintenance including any damage to the fixtures, fittings, plant, equipment or chattels within 24 hours of detecting an issue.
Item 12	<b>Safety Reporting</b>	Any safety Incident or Accident must be reported to Council immediately.
Item 13	<b>Insurance</b>	Public Liability - \$20,000,000.00 (on a 'claims occurring basis')
Item 14	<b>Outgoings</b>	<ul style="list-style-type: none"> <li>Council shall be responsible for water and electricity at the premises.</li> <li>Water and electricity is a major cost item for Council and the usage of both is to be monitored carefully.</li> </ul>
Item 15	<b>Hirer Responsibilities</b>	<ul style="list-style-type: none"> <li>Insurance – property and public liability.</li> <li>All Persons using the track and /or facilities are deemed to have read these rules and have agreed to be bound by them.</li> <li>Must be registered with Racing Queensland and hold a current License, proof of this licence may be requested.</li> <li>Verbal or physical abuse of Maranoa Council staff will not be tolerated. Eviction of persons and horses from the grounds may occur if this should happen.</li> <li>Trainer/Owners must ensure riders are of a capable</li> </ul>

standard to handle the horse they are riding each time.

- Training of horses must be done during the allotted times 4am – 9am, permission must be sought to use track out of nominated track hours.
- Trainers or Owner Trainers are not permitted to use track or associated facilities if the account has been placed on '**Stop Credit**' as per Councils Debt Recovery Policy. If Accounts are placed on stop credit, Invoices will be forwarded to Queensland Racing.
- All Trainers/Owners must report any accident or incident and must complete the Incident Report Forms available from the Coordinator Bassett Park.
- Understanding the limited number of riders available in the region, vehicle led horses on the track will be permitted. Notwithstanding, to ensure the safety of other users of the track there will be:
  - **No** vehicle led horses and rider ridden horses on the track at the same time.
  - Allocated training times are to be adhered to, too help maintain the isolation/separation of these training practices. Training hours will be :

Vehicle Lead Horses	am to am
Rider Ridden Horses	am to am

- No horse is to be exercised on a lead from another horse or pony on any track whilst the main body of horses is working.
- All trainers are to take responsibility and not cause damage to track by working when wet or unsuitable.
- All Trainers, Owner Trainer or any person deemed to be in charge of a horse/s are responsible for ensuring All Trainers, Owner Trainer or any person deemed to be in charge of a horse/s are responsible for ensuring that all riders, strappers, stable hands or any person engaged in the care and or handling of horses in this track are:
  - Registered with Racing Queensland.
  - Acting in accordance with the instruction of the Trainer, Owner, Owner Trainer or person in charge of a horse/s.
  - Insured against all contingencies resulting from any accident, mishap or action of that person which may result in action being taken for compensation expense or any claim under any law or regulation or at common law and that Maranoa Regional Council, Council Staff and the Track Supervisor/Caretaker are indemnified against any such claims by any persons against such Trainer, Owner or Owner Trainer.



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- All work riders must comply with the following dress requirements, as per Racing Queensland Standards
    - Skull caps with approved chin strap properly fastened.
    - Approved safety vests.
    - Shirt with sleeves, long or short.
    - Riding breeched or appropriate trousers.
    - Approved riding boots.
    - Safety irons only to be used.
    - Any and all other steward's requirements.
  - Cleaning of facilities, removal of manure/hay/sawdust and replacement of bedding.
  - All horses being lead, ridden or swimming must have a bit in their mouth.
  - In the event of a 'lock down' due to exotic disease caused by their animals, Owners/Owner Trainers are responsible for all associated costs and any fees lost due to the facility not being available during that period and until the site is cleared by Government Authority.
  - Injured /sick animals must be vet checked and a report provided to Council.
  - Sharps & needles are to be disposed of in the containers provided.
  - Restraint, control, care and all costs associated with stabling an animal is the responsibility of the Owner/Trainer/Owner Trainer.
  - No dogs are permitted on site.
  - All children in the horse area must be supervised and accompanied by an adult.
  - Roll yards are not to be used as day yards.
  - Equine Pool gate is to remain closed at all times.
  - Day yard is only to be used during the day – fines will apply.
  - Stable lights are to be turned off when not in stables.
  - Horses may be required to be removed from part of or the entire complex for Annual Roma Show upon giving three weeks' notice.
  - Council reserves the right to close the track due to special events being held, upon prior notice being given.

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**Item 16 Council Responsibilities**

- Annual pest control
  - Maintenance buildings/inclusions
  - Maintenance lawns/grassed area/gardens
  - Maintenance of track – safe condition as per racing regulations
  - Rates, water, sewerage and refuse charges
  - Organising bins
  - Insurances - property and public liability
  - Supply and cost of sawdust
  - Inform trainers of events at facility via calendar /whiteboard
-

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## Execution

**Executed** as an agreement.

### COUNCIL

**SIGNED** for **MARANOA REGIONAL COUNCIL**

by its duly authorised officer, in the  
presence of:

\_\_\_\_\_  
Signature of officer

\_\_\_\_\_  
Signature of witness

\_\_\_\_\_  
Name of officer (BLOCK LETTERS)

\_\_\_\_\_  
Name of witness (BLOCK LETTERS)

\_\_\_\_\_  
Office held (BLOCK LETTERS)

\_\_\_\_\_  
Date signed

### HIRER

**SIGNED** by **TRAINER –**  
in the presence of:

\_\_\_\_\_  
Signature of trainer

\_\_\_\_\_  
Signature of witness

\_\_\_\_\_  
Name of Trainer (BLOCK LETTERS)

\_\_\_\_\_  
Name of witness (BLOCK LETTERS)

\_\_\_\_\_  
Office held (BLOCK LETTERS)

\_\_\_\_\_  
Date signed

**COUNCILLOR REQUEST FOR AN AGENDA REPORT**

**Meeting:** Ordinary 11 November 2020

**Date:** 19 October 2020

**Item Number:** 14.1

**File Number:** D20/99147

**SUBJECT HEADING:** Replacement options for the May Street Bridge in Wallumbilla.

**Classification:** Open Access

**Councillor's Title:** Cr Tyson Golder

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**Executive Summary:**

For Council to explore other options to replace the timber bridge in Wallumbilla

**Councillor's Recommendation:**

That a report be prepared for an upcoming Council meeting.

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**Details of Requested Agenda Report:**

I would like to explore alternative options for the May Street Bridge that residents used to utilise but can't now as it has been closed for some years.

**Supporting Documentation:**

Nil

**COUNCILLOR REQUEST FOR AN AGENDA REPORT**

**Meeting:** Ordinary 11 November 2020

**Date:** 23 October 2020

**Item Number:** 14.2

**File Number:** D20/101250

**SUBJECT HEADING:** Driveway / Footpath Disability Access for the Maranoa

**Classification:** Open Access

**Councillor's Title:** Cr Tyson Golder

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**Executive Summary:**

This report is being presented to Council after I have received feedback from some residents in the community about the difficult access for mobility in driveways and footpaths.

**Councillor's Recommendation:**

That a report be prepared for an upcoming Council meeting.

---

**Details of Requested Agenda Report:**

I would like for Council to subsidise construction of maintenance or capital for easier access to driveways to make them more accessible for wheelchairs, electric mobility scooters and other items of that nature.

I would like Council to also explore options (if any) NDIS funding available, which would reduce the cost to Council.

**Supporting Documentation:**

Nil

**COUNCILLOR REQUEST FOR AN AGENDA REPORT**

**Meeting:** Ordinary 11 November 2020

**Date:** 30 October 2020

**Item Number:** 14.3

**File Number:** D20/103527

**SUBJECT HEADING:** Sponsorship Support for Injune Retirement Village

**Classification:** Open Access

**Councillor's Title:** Cr Tyson Golder

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**Executive Summary:**

I would like Council to sponsor the Injune Retirement Village / Pinaroo.

**Councillor's Recommendation:**

That a report be prepared for an upcoming Council meeting.

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**Details of Requested Agenda Report:**

I would like Council to commit to sponsoring the Injune Retirement Village / Pinaroo for the amount of \$10,000 for a 12-month tv promotional campaign to advertise cost effective independent living for over 55's, available at the village with the aim of increasing numbers so the village is financially self-sustainable.

**Supporting Documentation:**

Nil



**COUNCILLOR REQUEST FOR AN AGENDA REPORT**

**Meeting:** Ordinary 11 November 2020

**Date:** 30 October 2020

**Item Number:** 14.4

**File Number:** D20/103541

**SUBJECT HEADING:** Railway Historical Cemetery

**Classification:** Open Access

**Councillor's Title:** Cr Tyson Golder

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**Executive Summary:**

Council received correspondence addressed to the elected members, in relation to Council supporting the preservation of the Railway land Roma cemetery site.

A copy of the correspondence was circulated under separate cover due to privacy reasons.

**Councillor's Recommendation:**

That a report be prepared for an upcoming Council meeting.

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**Details of Requested Agenda Report:**

I would like Council to investigate the original graves and gravesite on the railway land and preserve it for the community.

**Supporting Documentation:**

Nil.

**COUNCILLOR REQUEST FOR AN AGENDA REPORT**

**Meeting:** Ordinary 11 November 2020

**Date:** 30 October 2020

**Item Number:** 14.5

**File Number:** D20/103552

**SUBJECT HEADING:** PCYC Maranoa in Roma

**Classification:** Open Access

**Councillor's Title:** Cr Johanne (Joh) Hancock

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**Executive Summary:**

Proposal to investigate current operations at the PCYC Maranoa with a view exploring potential opportunities for the venue to be used as a place to run youth programs.

**Councillor's Recommendation:**

That a report be prepared for an upcoming Council meeting.

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**Details of Requested Agenda Report:**

I would like to request that a report be tabled at a future meeting containing an update on the operation and current programs run at the PCYC Maranoa in Roma, with a view to exploring potential opportunities for the venue to be used as a place to run youth programs.

**Supporting Documentation:**

Nil

**COUNCILLOR REQUEST FOR AN AGENDA REPORT**

**Meeting:** Ordinary 11 November 2020

**Date:** 2 November 2020

**Item Number:** 14.6

**File Number:** D20/104143

**SUBJECT HEADING:** Crime in the Maranoa

**Classification:** Open Access

**Councillor's Title:** Cr Tyson Golder

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**Executive Summary:**

The Mayor received a letter from a Roma resident in relation to issues with crime in the community.

A copy of the correspondence was circulated under separate cover due to privacy reasons.

**Councillor's Recommendation:**

That a report be prepared for an upcoming Council meeting.

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**Details of Requested Agenda Report:**

I would like a report on a crime prevention strategy for the issues raised by the Roma resident and other residents of the community.

**Supporting Documentation:**

Nil.

**COUNCILLOR REQUEST FOR AN AGENDA REPORT**

**Meeting:** Ordinary 11 November 2020

**Date:** 2 November 2020

**Item Number:** 14.7

**File Number:** D20/104156

**SUBJECT HEADING:** Neighbourhood Centre Proposal

**Classification:** Open Access

**Councillor's Title:** Cr Tyson Golder

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**Executive Summary:**

Correspondence was received through the Office of the Mayor from Maranoa Gaming Community, with a proposal to re-purpose the Neighbourhood Centre as a gaming hub and youth centre

**Councillor's Recommendation:**

That a report be prepared for an upcoming Council meeting.

---

**Details of Requested Agenda Report:**

Maranoa Gaming Community have provided a proposal for the Roma Neighbourhood centre for Council's consideration.

**Supporting Documentation:**

[1](#) Email from Maranoa Gaming Community Inc -  
Neighbourhood Centre Proposal

D20/104151

**Brittany Lafrenais**

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**From:** Daniel Wales <dwales@maranoagamingcommunity.org>  
**Sent:** Wednesday, 21 October 2020 5:12 PM  
**To:** Office of the Mayor  
**Cc:** treasurer@maranoagamingcommunity.org;  
secretary@maranoagamingcommunity.org  
**Subject:** Maranoa Gaming Group - Neighbourhood Centre Proposal  
**Attachments:** MGC - Neighbourhood Centre Proposal.pdf  
  
**Follow Up Flag:** Follow up  
**Flag Status:** Completed

Good afternoon,

Firstly, I would like to thank you for meeting with us yesterday. We appreciate being able to discuss our proposal with you.

As discussed please find our official proposal attached for our Neighbourhood Centre project. I look forward to discussing this with you and the other councilors in the not too distant future.

Kind Regards

--

Daniel Wales  
President  
Maranoa Gaming Community Inc.  
[facebook.com/MaranoaGC](https://facebook.com/MaranoaGC)  
0447 414 953



***Building Community Through Gaming***





# Maranoa Gaming Community



## ***Building Community Through Gaming***

The Mayor  
Maranoa Regional Council  
Bungil St  
Roma QLD 4455  
Dear The Mayor:

My name is Daniel Wales and I am the founding president of the Maranoa Gaming Community Inc. Our organisation's purpose is to build community connections through gaming.

We are taking this opportunity to submit a proposal to re-purpose the Neighbourhood Centre on the corner of Bowen & Quintin Streets as a Gaming Hub and in the future a Youth Drop in Centre.

In this initial phase we would like to tender a 12 month trial period to demonstrate the groups willingness and capacity to establish, maintain, and expand this project

### **Business Model**

- The Maranoa Gaming Community Inc. (MGC) gain full access to the premises with a fee waiver to host their gaming sessions and related events
- In return the MGC will manage the facility and invite other agencies and organisations to utilize the space
- Other agencies and organisations will have the option to pay (a negotiated fee for the use of space within the facility, or apply for a fee waiver to cover this cost)
- The funds raised from this could be used to improve the facility and provide new resources in the community. We are also working with local businesses to contribute and support fundraising efforts to help improve the facility and services offered. One local business is Emma's Boutique Colour who has offered to donate artworks for auctions

### **Within the first three months the MGC will:**

- Hold a minimum of weekly gaming events that will be open to all members of the public
- Clean and Maintain the areas used
- Approach the Roma State College Junior Campus to negotiate potential student use of the area
- Commence improvement and maintenance of the outdoor areas including the gardens and car park. We are currently working with a group of volunteers who are looking forward to working on this project
- Commence improving the grass cover of the vacant block – check ownership of this area first

**Within the first 6 months the MGC will:**

- Partner with Anglicare Southern Queensland to host a gaming group which would be for children 8-12yrs
- We have formulated a plan to erect a Blue Pole as part of the Blue Tree Project (find out more about the Blue Tree Project at <https://www.bluetreeproject.com.au/>) and look forward to working with new and existing partnerships in the space to make this a reality
- Clean and tidy the newer portion of the facility to acceptable standards in order to lease them out to organisations and individuals who share the desire to build a stronger community
- Host a minimum of quarterly events on the currently vacant lot aimed at providing entertainment and activities for the towns youth. I am recognized in the community as someone who creates innovative and creative events, and I am looking forward to expand my work in the community to bring even more creative and unique ideas to our communities youth

**Within 12 months the MGC will:**

- Have all rooms in the newer section setup and suitable for offering to external organisations to lease
- Identify and engage other providers to use the facility
- Start setting up infrastructure to establish a youth drop-in center in the hub (which will include identifying the needs of a project such as this)

**Longer term goals within 24 - 36 months if the trial is successful**

- The establishment of a youth drop-in center that will initially run after school and on weekends at a later time or according to identified need. We have been working with the Roma Safe Growth Program as well as local clubs and associations (i.e. The butter factory, and Zonta) to build a pathway to this end
- Repainting of the shed by local indigenous youth to show the Neighborhood Centers connection to the traditional owners of the land
- Application for grants, and support from council to install solar panels on the roof to improve the facilities climate footprint

**As part of this project proposal it is envisaged that council will:**

- Consent to the MGC obtaining a fee waiver for the use of the premises
- Actively support the Centre's growth through assistance in marketing
- Ensure Fire Safety equipment is maintained
- Ensure that inbuilt electrical appliances (i.e. urns and aircons) are test and tagged at appropriate intervals
- Ensure the structural and electrical safety of the buildings
- Install a safety rail on the porch/balcony area

**The purpose of this project**

- Is to help provide a community facility that is run by the community.
- To provide in the longer term a safe place for our communities youth to meet and feel welcome and respected
- To help reduce the incidence of youth crime,
- To meet a well identified community need

We have obtained the support of the Roma Safe Growth Project which is supported by Griffith University. We can provide a copy of a report developed by this project once it is completed for your perusal.

Support from some local agencies is being sought and offered to commence this project

We anticipate a positive response to our request and would welcome the opportunity to present to the MRC on the value and plan for this project

Kind regards

President

Maranoa Gaming Community Inc.

**COUNCILLOR REQUEST FOR AN AGENDA REPORT**

**Meeting:** Ordinary 11 November 2020

**Date:** 2 November 2020

**Item Number:** 14.8

**File Number:** D20/104193

**SUBJECT HEADING:** Maintenance at the Roma Tennis Courts

**Classification:** Open Access

**Councillor's Title:** Cr Tyson Golder

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**Executive Summary:**

I would like Council to consider mowing from the footpath to the tennis court fence in Arthur Street on a routine basis, so the tennis club no longer have to.

**Councillor's Recommendation:**

That a report be prepared for an upcoming Council meeting.

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**Details of Requested Agenda Report:**

I would like Council to investigate adding this request for future maintenance to Council's schedule.

**Supporting Documentation:**

Nil

**COUNCILLOR REQUEST FOR AN AGENDA REPORT**

**Meeting:** Ordinary 11 November 2020

**Date:** 2 November 2020

**Item Number:** 14.9

**File Number:** D20/104255

**SUBJECT HEADING:** Parthenium weed Issues

**Classification:** Open Access

**Councillor's Title:** Cr Tyson Golder

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**Executive Summary:**

A resident has contacted Council with concerns of parthenium weed issues.

**Councillor's Recommendation:**

That a report be prepared for an upcoming Council meeting.

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**Details of Requested Agenda Report:**

A resident's feedback has been that Council has inadvertently spread parthenium while grading roads.

1. Council has not been aware of parthenium areas whilst doing operational works and has spread parthenium.
2. An extra and ongoing treatment plan would be needed to kill the parthenium if it has been inadvertently spread by Council.

**Supporting Documentation:**

Nil



**COUNCILLOR REQUEST FOR AN AGENDA REPORT**

**Meeting:** Ordinary 11 November 2020

**Date:** 2 November 2020

**Item Number:** 14.10

**File Number:** D20/104451

**SUBJECT HEADING:** Road Maintenance Concerns

**Classification:** Open Access

**Councillor's Title:** Cr Tyson Golder

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**Executive Summary:**

A resident has contacted Council with concerns about road maintenance.

**Councillor's Recommendation:**

That a report be prepared for an upcoming Council meeting.

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**Details of Requested Agenda Report:**

Local roads in the Northern Sector requiring different guidelines so is not to create erosion for Council and landowners.

**Supporting Documentation:**

Nil