
LATE ITEMS

AGENDA

Ordinary Meeting

Wednesday 23 June 2021

Roma Administration Centre

NOTICE OF MEETING

Date: 23 June 2021

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 Roma Administration Centre on **23 June, 2021 at 9.00AM.**

A handwritten signature in black ink, appearing to read 'Julie Reitano'.

Julie Reitano
Chief Executive Officer

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LC. Late Confidential Items

LC.1 Extend expiry date for Register of Pre-Qualified Suppliers for Trade and Associated Services

Classification: Closed Access

Local Government Regulation 2012 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.

LC.2 Santos Festival of Rugby/Proposal for Maranoa Regional Council

Classification: Closed Access

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

LC.3 Roma Saleyards Fees and Charges - 2021/22

Classification: Closed Access

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

LC.4 Roma Saleyards Correspondence

Classification: Closed Access

Local Government Regulation 2012 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.

LC.5 Update on Roma Natural Gas Supply Agreement

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.

LC.6 Bassett Park Racing Stables - Building Application Fees

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.

LC.7 Roma Saleyards Multipurpose Facility

Classification: Closed Access

Local Government Regulation 2012 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.

LC.8 Roma Saleyards - Correspondence for Consideration

Classification: Closed Access

Local Government Regulation 2012 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.

LC.9 Function Reports - Parks and Open Spaces, Waste, Cemeteries, Environmental and public health, Street lighting and public space lighting, Information and communications technology, Information management, updated functions and others available.

Classification: Closed Access

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

PLANNING & BUILDING DEVELOPMENT REPORT

Meeting: Ordinary 23 June 2021

Date: 8 June 2021

Item Number: L.1

File Number: D21/45297

SUBJECT HEADING: Development application for the expansion of the Athena Studio Units at 48 Feather Street & 69-71 Quintin Street, Roma

Classification: Open Access

Officer's Title: Lead Town Planner

Executive Summary: Near the intersection of the Warrego Highway and Chrystal Street in Roma is the Athena Studio Unit complex, a motel that offers self-contained studio-apartment-type accommodation to tourists and the wider travelling public. The owner of the unit complex is wanting to expand the facility to provide an additional four, self-contained, stand-alone units. The additional units would be constructed on a vacant parcel of land that is located directly adjacent to the existing motel.

The approval required to facilitate the outcome is subject to impact assessment and in accordance with Section 45 of the *Planning Act 2016* must be assessed against the assessment benchmarks (to the extent relevant) and any matters prescribed by regulation. The assessment may also be carried out against, or have regard to, any other relevant matter. The *Development Assessment Rules* set out the procedural requirements for the development assessment process.

Public notification about the application was carried out in accordance with Part 4 of the *Development Assessment Rules* between 4 May 2021 and 26 May 2021. There were no submissions received during this period. All other procedural requirements set out by the *Development Assessment Rules* to enable Council to decide this application have been fulfilled.

The development application has been assessed against all relevant assessment benchmarks and found to comply, or able to be conditioned to comply. Further, officers have identified a number of relevant matters that support approval of the application, including; the development is for the expansion of an established motel, such that the use is not out of character and within a reasonable expectation of the type of use anticipated in this area; that there is an overall absence of negative impacts resulting from the proposed development, having regard to the existing motel on the land directly adjacent and the impacts generated by that use; the proposal supports a key theme in Councils strategic framework by encouraging tourism; and the proposal is highly desirable from an economic development standpoint given it is an accommodation activity that is located in close proximity to retail and entertainment facilities in the Roma CBD

Officer's Recommendation: That Council approve the development application for a Material change of use for 'Short term accommodation' at 48 Feather Street & 69-71 Quintin Street, Roma (being Lot 22 on R8627, Lot 4 on RP4442 & Lot 65 on R8637) subject to the listed relevant, reasonable and enforceable Development

conditions and General advice:

Development details

1. The approved development is a Material change of use - "Short term accommodation" (expansion of existing motel) as defined in the Planning Scheme and as shown on the approved plans.
2. The *development site area* is defined as Lot 22 on R8627, Lot 65 on R8637 and Lot 4 on RP4442.

Compliance inspection

3. All conditions relating to the establishment of the approved development must be fulfilled prior to the approved use commencing, unless noted in the approval conditions or otherwise confirmed in writing by Council.
4. Prior to the commencement of the use, the applicant shall contact Council to arrange a development compliance inspection.

Approved plans and documents

5. The approved development is to be carried out in accordance with the following approved plans/documents and subject to the approval conditions. Where there is any conflict between the approval conditions and the details shown on the approved plans, the approval conditions prevail.

Plan/Document Number	Plan/Document Name	Date
00141/20 Issue D Sheet 1 of 4	Site Plan	20.11.2020
00141/20 Issue D Sheet 2 of 4	Turning Paths	20.11.2020
00141/20 Issue D Sheet 3 of 4	Cabin Floor Plan & Elevations	20.11.2020
00141/20 Issue D Sheet 4 of 4	PWD Cabin Floor Plan & Elevations	20.11.2020
Ref 210209	Engineering Correspondence, prepared by DME Projects Pty Ltd	1.04.2021
210209-R001	Engineering Report & Stormwater Management Plan 48 Feather Street, Roma	30.03.2021

Development works

6. During the course of constructing the works, the developer shall ensure that all works are carried out by appropriately qualified persons and the developer and the persons carrying out and supervising the work shall be responsible for all aspects of the works, including public and worker safety, and shall ensure adequate barricades, signage and other warning devices are in place at all times.
7. The developer is responsible for locating and protecting any Council and public utility services, infrastructure and assets that may be impacted on during construction of the development. Any damage to existing infrastructure (kerb, road pavement, existing underground assets, etc.) that is attributable to the progress of works on the site or vehicles associated with the development of the site shall be immediately rectified in accordance with the asset owners' requirements and specifications and to the satisfaction of the asset owners' representative(s).
8. All civil and related work shall be designed and supervised by Registered Professional Engineers of Queensland (RPEQ-Civil) who are competent in the construction of the works. RPEQ certification is to be provided to Council for all works involving Council infrastructure that are authorised by this development approval and any related approval. This must include a Design Certificate with application/s for Operational work and a Construction Supervision Certificate at completion of the approved works and/or prior to Council's acceptance of any works on-maintenance.
9. Unless otherwise approved in writing by the Council, approved hours of construction are restricted to Monday – Saturday 6.30am to 6.30pm – noise permitted. Work or business which causes audible noise must not be conducted from or on the subject land outside the above times or on Sundays or Public Holidays.
10. Dust emanating as a result of operations carried out onsite must be continually monitored and suppressed in order to prevent any dust drifting onto road networks, nearby properties and sensitive land uses.

Applicable standards

11. All works must comply with:
 - a) the development approval conditions;
 - b) any relevant provisions in the Planning Scheme and the Capricorn Municipal Development Guidelines;
 - c) any relevant Australian Standard that applies to that type of work; and
 - d) any alternative specifications that Council has agreed to in writing and which the developer must ensure do not conflict with any requirements imposed by any applicable laws and standards.
-

Works in road reserve

12. A Works in a Road Reserve Permit will be required from Council for any works associated with the development that are undertaken within the Council road reserve by private contractor/entity. Works include, but are not limited to, cutting work, kerb and channel and site access/crossovers. All works on or near roadways shall be adequately signed in accordance with the "Manual for Uniform Traffic Control Devices – Part 3, Works on Roads".
13. An Operational Works application must be submitted to and approved by Council for any infrastructure works external to the development site prior to any works taking place, where works are undertaken by a private entity.
14. All works on or near roadways shall be adequately signed in accordance with the "Manual for Uniform Traffic Control Devices – Part 3, Works on Roads."

Applicable standards

15. All works must comply with:
 - a. this development approval;
 - b. Council's standard designs for such work
 - c. the Capricorn Municipal Development Guidelines; and
 - d. Australian Standards.
16. Despite the requirements of paragraphs a-d above, Council may agree in writing to an alternative specification. This alternative specification prevails over those specified in paragraphs a-d in the event of any inconsistency.
17. The developer must also ensure that any works do not conflict with any requirements imposed by any concurrent lawful requirements outside those stated above.

Advertising signage

18. Any proposed advertising signage is subject to further development approval unless compliant with the requirements for "Accepted development" or "Accepted development subject to requirements" identified in the planning scheme in force at the time.
19. Any advertising signage associated with the approved use must be fully contained within the *development site area* boundaries and must not encroach into adjoining properties or roads.

Refuse storage

20. Bulk refuse storage and collection facilities must be located within the *development site area* in a central location that is screened and retains reasonable standards of amenity for occupants of the premises and surrounding properties. The bulk refuse storage must not be visually obtrusive when viewed from the street.
21. The bulk refuse storage area must be enclosed on a minimum of three sides with a screen wall extending 0.2 metres above the height of all refuse containers.
22. Convenient access to the bulk refuse storage area must be provided for service vehicles.
23. Waste containers must be maintained in a clean and tidy state at all times while the use continues and shall be emptied and the waste removed from the site on a regular basis.

Avoiding nuisance

24. No unreasonable nuisance is to be caused to adjoining properties and occupiers by the way of noise smoke, dust, rubbish, contaminant, stormwater discharge or siltation at any time during or after the establishment of the approved development.

Note: In most instances, Council is responsible for investigating complaints and enforcing the controls for nuisances. When investigating a complaint, Council will consider amongst other matters, the amount, duration, characteristics and qualities of the nuisance, as well as the sensitivity of the receptor and the potential impact of the nuisance on adjacent properties.

25. Lighting of the site, including any security lighting, shall be such that the lighting intensity does not exceed 8.0 lux at 1.5 metres from the site at any property boundary.
26. All lighting shall be directed or shielded so as to ensure that no glare directly affects nearby properties.

Note: The Queensland Government *Environmental Protection Act 1994* includes controls for light nuisances. Council is responsible for investigating light pollution complaints and enforcing the controls for light nuisances. When investigating a lighting complaint, Council will consider amongst other matters, the amount, duration, characteristics and qualities of the lighting, as well as the sensitivity of the receptor and the potential impact of lighting on adjacent properties.

27. The area and its surrounds shall be kept in an orderly fashion, free of rubbish and clear of weeds and long grasses. The approved development and the premises are to be maintained in a clean and tidy condition and not to pose any health and safety risks to the community.

Screening mechanical equipment

28. All mechanical equipment (including air conditioners and the like) and rainwater tanks are to be screened from the adjoining roadway and nearby properties.

Fencing and landscaping

29. A 1.8-metre-high screen fence is to be provided along the entire length (excluding vehicle access) of the northern, western, and southern property boundary of Lot 22 on R8627, as generally shown on the approved plans. The fencing is to match in with existing fencing at the *development site area* to the greatest extent possible.
30. Landscaping areas are to be provided along the western and southern boundaries of Lot 22 on R8627, as generally shown on the approved plans. Plantings within the landscaping areas shall include a mix of shrubs and ground covers which must contribute to the amenity of the development and the street.
31. Site landscaping is to be irrigated during an establishment period of two years, and ground covers should fully cover vegetated areas within one year of planting.
32. Site landscaping must not interfere with electrical infrastructure nor restrict maintenance access to any onsite infrastructure, public utility or easement.
33. Landscaping must not interfere with site lines at access driveways for vehicle traffic.

Construction activities and erosion control

34. During the course of any construction activities, soil erosion and sediment must be managed in accordance with CMDG Design Guidelines D-7 'Erosion Control and Stormwater Management'.
35. If there is a possibility of erosion or silt or other materials being washed off the property during the development process or after the development is completed, the developer must document and implement a management plan that prevents this from occurring.
36. The developer shall immediately clean up and satisfactorily remove any deposited construction material or silt runoff from the development site.

37. Stockpiles of topsoil, sand, aggregate, spoil or other material capable of being moved by the action of running water shall be stored clear of drainage paths and be prevented from entering the road and/or drainage system.
38. Should it be necessary for the road and/or drainage system to be reinstated or cleaned up due to erosion and/or sedimentation from the site, then such works shall be at no cost to Council. Such works shall be undertaken immediately where there is a potential hazard to pedestrians and/or passing traffic.
39. Temporary fencing must be erected and maintained around the perimeter of the extent of development whilst construction activities are carried out.

Services

40. The approved development is to be connected to Council's reticulated water supply network in accordance with the Water Services Association of Australia (WSAA) publication WSA02-2002 Water Reticulation Code of Australia (version 2.3) and CMDG Design Guidelines – D11 'Water Reticulation', at no cost to Council.
41. The approved development is to be connected to Council's reticulated sewerage disposal system in accordance with the Sewerage Code of Australia and the CMDG Design Guideline - D12 'Sewerage Reticulation', at no cost to Council.
42. Any connection to or works associated with Council's sewerage infrastructure must be completed by a qualified plumber/drainlayer under Council supervision. No works are to be undertaken on Council's sewerage infrastructure without first obtaining the express permission of Council.

Note: Any damage caused to Council's sewer infrastructure due to the progression of works or as a result of the approved use shall be rectified at the landowner's expense.
43. The approved development must be connected to an electricity reticulation service in accordance with the relevant service provider's requirements and specifications along the relevant building standards, requirements and specifications (as relevant).
44. Any conflicts associated with proposed and existing services shall be forwarded by the developer to the appropriate controlling authority for approval for any proposed changes.
45. The site must have access to a reliable water supply for firefighting purposes.

Stormwater and drainage

46. Stormwater runoff from impervious surface areas is to be managed generally in accordance with approved document '*Engineering Report & Stormwater Management Plan*' prepared by DME Projects dated 30 March 2021 and CMDG Guidelines D-5 'Stormwater Drainage Design'.
47. There must be no increases in any silt loads or contaminants in any overland flow from the property being developed during construction and at all times after the commencement of use. The stormwater disposal system must be designed to include appropriate pollution control devices or methods to ensure no contamination or silting of creeks or other waterways.
48. Post-development stormwater runoff flows from the development site are not to exceed predevelopment stormwater runoff flows to adjoining properties or roads.
49. Stormwater must not be allowed to pond on the property being developed during the development process and after the development has been completed.

Access, car parking and manoeuvring

50. The landowner is responsible for the construction and maintenance of vehicle crossovers from the property boundary to the external road networks and access ways, and for obtaining any approvals that may be required and for complying with the applicable designs and standards.
51. A new vehicle crossover to and from the development site area shall be provided from Feather Street, generally in the location shown on the approved '*Site Plan*' prepared by *Martin Building Design* dated 20 November 2020.
52. The new vehicle crossover is to be constructed generally in accordance with 'CMDG Drawing *CMDG-R-042 Rev F Type A – Two Way Access Commercial Driveway Slab* dated 12/2016', and must be designed to cater for the maximum vehicle size accessing the site, ensuring no damage to the roadway or kerb. Suitable flares and tapers are to be provided at the interface with the roadway to cater for vehicle swept path movements.
53. Vehicle crossovers must be located a minimum distance of one metre from any power poles, street signage, streetlights, manholes, stormwater gully pits or other Council assets, unless otherwise specified in the applicable development standards and specifications.
54. Signage shall be installed adjacent to the new crossover from Feather Street advising that access is restricted to customers of the Athena Studio Units.

55. All internal access roads shall have a carriageway width no less than 6.0 metres for two-way traffic and not less than 4.0 metres for one-way traffic. Signposts and markings must be provided to indicate the direction of vehicle movements.
56. All internal access roads shall be sign posted to discourage vehicle speeds in excess of 15 kilometres per hour.
57. All vehicle driveways are to be sealed with an impervious surface prior to commencement of the use. Surfacing shall consist of reinforced concrete, concrete pavers, segmental clay pavers, asphaltic hotmix or two coat (primerseal/seal) bitumen seal.
58. Service vehicle access and manoeuvring is to be designed in accordance with AS/NZS 2890.2:2004 – Parking facilities Part 2: Off-street commercial vehicle facilities requirements.
59. A minimum of 8 on site car parking spaces, including one car parking space for persons with disabilities (PWD), are to be provided on Lot 22 on R8627 generally in accordance with the approved plans and documents. The car parking spaces must be for the exclusive use of customers of the Athena Studio Units.
60. Car park design, including car parking spaces (widths and lengths), vehicle access lanes and manoeuvring areas are to comply with *Australian Standard AS/NZS 2890.1:2004 Part 1: Off-street car parking*.
61. Disabled car parking bays are to comply with *Australian Standard AS/NZS 2890.6:2009 - Parking Facilities Part 6: Off-street parking for people with disabilities*.
62. Vehicle movements within the site are to be clear of proposed parking areas, buildings and landscape treatments.
63. Vehicle parking bays must not encroach into swept paths for vehicle movements.
64. Vehicles accessing the designated onsite parking area must be able to enter and leave in forward direction. All vehicle manoeuvres to and from the onsite parking spaces must be totally contained within the development site boundaries and must not encroach onto the adjacent roadway.
65. All onsite parking and manoeuvring areas are to be sealed with an approved impervious surface. Surfacing shall consist of reinforced concrete, concrete pavers, segmental clay pavers, asphaltic hotmix or two coat (primerseal/seal) bitumen seal.

66. No on-street parking is permitted at the Warrego Highway or Feather Street frontage of the *development site area* at any time. Signage is to be established on the development site boundary/s to this effect.
67. Visitors to the approved shall be encouraged to access and exit the premises from/toward the Warrego Highway. Measures such as signage and other forms of communication (i.e. advertising on website, pamphlets, etc.) shall be implemented to advise visitors of the encouraged vehicle movements to and from the site.

No Cost to Council

68. Services and infrastructure required in connection with the establishment of the approved development must be provided at the developer's cost.
69. The developer is responsible for meeting all costs associated with the approved development unless there is specific agreement by other parties, including the Council, to meeting those costs.
70. All rates and charges of any description and all arrears of such rates and charges, together with interest outstanding thereon, on the land, due to Council shall be paid prior to the commencement of use.

Latest versions

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

Application documentation

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

General Advice

- (a) The Capricorn Municipal Development Guidelines apply to this development. Refer to <http://www.cmdg.com.au/> for the Capricorn Municipal Development Guidelines (CMDG).
- (b) Refer to <http://www.maranoa.qld.gov.au/council-policies> for Council Policies.

- (c) The land use rating category may change upon commencement of any approved use on the site. Council current Revenue Statement, which includes the minimum general rate levy for the approved use/s is available on the Council website: www.maranoa.qld.gov.au.
- (d) The relevant planning scheme for this development is *Maranoa Planning Scheme 2017*. All references to the 'Planning Scheme' and 'Planning Scheme Schedules' within these conditions refer to the above Planning Scheme.
- (e) Under the *Maranoa Planning Scheme* "**Short term accommodation**"
 - a) means the use of premises for—
 - (i) providing accommodation of less than 3 consecutive months to tourists or travellers; or
 - (ii) a manager's residence, office, or recreation facilities for the exclusive use of guests, if the use is ancillary to the use in subparagraph (i); but
 - b) does not include a hotel, nature-based tourism, resort complex or tourist park.
- (f) The *Environmental Protection Act 1994* states that a person must not carry out any activity that causes, or is likely to cause, environmental harm unless the person takes all reasonable and practicable measures to prevent or minimise the harm. Environmental harm includes environmental nuisance. In this regard, persons and entities involved in the operation of the approved development are to adhere to their 'general environmental duty' to minimise the risk of causing environmental harm to adjoining premises.
- (g) All Aboriginal Cultural Heritage in Queensland is protected under the *Aboriginal Cultural Heritage Act 2003* and penalty provisions apply for any unauthorised harm. Under the legislation a person carrying out an activity must take all reasonable and practicable measures to ensure the activity does not harm Aboriginal Cultural Heritage. This applies whether or not such places are recorded in an official register and whether or not they are located in, on or under private land. The developer is responsible for implementing reasonable and practical measures to ensure the Cultural Heritage Duty of Care Guidelines are met and for obtaining any clearances required from the responsible entity.
- (h) It is the responsibility of the developer to obtain all necessary permits and submit all necessary plans and policies to the relevant authorities for the approved use.
- (i) Refer to attachments for Adopted Infrastructure Charges Notice for infrastructure charges levied for the approved development.
- (j) An operational works application will be required to be submitted to and approved by Council for any cut and/or filling works that exceed 50m³

- (k) In completing an assessment of the proposed development, Council has relied on the information submitted in support of the development application as true and correct. Any change to the approved plans and documents may require a new or changed development approval. It is recommended that the applicant contact Council for advice in the event of any potential change in circumstances.
-

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).

Council's decision regarding this matter is likely to affect;

- The owner of the subject premises, Marcus Goldie; and
- Other accommodation providers, less directly.

Context:

Why is the matter coming before Council?

This development application is subject to impact assessment. Determination of an impact assessable application sits outside the scope of officer delegations and a decision about the application is required to be made by Council resolution.

Background:

Has anything already happened in relation to this matter?

(Succinct overview of the relevant facts, without interpretation)

- The owner of the Athena Studio Unit motel complex in Roma is wanting to expand their current motel to provide for an additional four, stand-alone, self-contained units. The units would be built on a vacant parcel of land that is located directly adjacent to the existing motel (development site area).



Figure 1 – Site plan

- The proposed units in the context of the existing motel are shown in Figure 2. Whilst fully self-contained, residents of the units will have access to all the services and amenities provided by the wider facility (outdoor areas, reception, refuse collection areas, ect.) and will be accessible via the existing motel vehicle and pedestrian access points on the Warrego Highway. To this extent, the accommodation buildings are intended as an extension of the existing facility as opposed to a stand-alone or separate development.

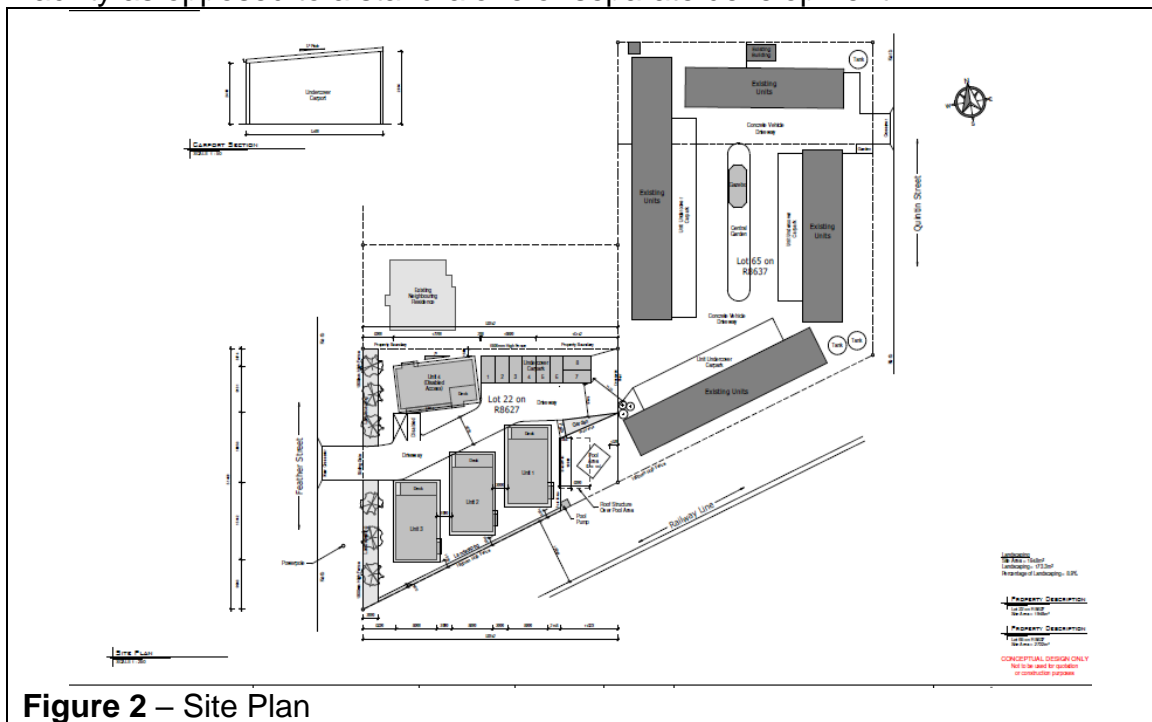


Figure 2 – Site Plan

- Each of the new units will contain 3-bedrooms, a kitchen, dining, living and amenities. They will include a covered deck and be constructed from materials

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 proposal constitutes a *material change of use* as defined in the *Planning Act 2016* being a *material increase in the scale or intensity of the use of the premises* and requires a development permit to be issued by Council.

Provisions of the *Maranoa Planning Scheme 2017* make the required development application subject to impact assessment. Impact assessment is an assessment that must be carried out against the following:

- the *Darling Downs Regional Plan*;
- the *State Planning Policy*;
- the *Maranoa Planning Scheme*; and
- the *Maranoa Regional Council LGIP*.

An assessment of the application against these assessment benchmarks is attached in the Supporting Documents.

In accordance with Section 60 of the *Planning Act 2016*, after carrying its assessment Council must decide to:

- approve all or part of the application; or
- approve all or part of the application, but impose development conditions on the approval; or
- refuse the application.

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 *Maranoa Planning Scheme 2017* and the Maranoa Regional Council Local Government Infrastructure Plan are applicable to the assessment of the application (the Local Government Infrastructure Plan forms part of the Planning Scheme).

The relevant sections of the *Maranoa Planning Scheme 2017* are:

- Part 3 Strategic framework
- Part 4 Local Government Infrastructure Plan
- Part 5 Tables of assessment
- Part 6 Zones
 - Part 6.2.3 General residential zone
- Part 8 Overlays

- Part 8.2.8 Airport environs code
- Part 8.2.7 Infrastructure overlay code
- Part 9.3.1 Accommodation activities code

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)

- Infrastructure Services Directorate – all managers (internal)
- Director, Development Facilities and Environmental Services (internal)

The Officer's recommendation has been informed by feedback received from the persons consulted.

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 – The project is a private development that will be funded by an external party

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 costs of fulfilling any development approval obligations, financial or otherwise, remains the sole responsibility of the operators and landowner/s. There is potential for Council to incur costs only in the event that its decision regarding the application is appealed to the Court.

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 above

Impact on Other Individuals or Interested Parties:

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

The State Assessment and Referral Agency were a referral agency for this application and have provided Council with development conditions should Council resolve to approve the application. The Department will be *interested* in Council's decision.

The owner of the subject premises, Marcus Goldie will be *interested and impacted* by Council's decision.

Risk	Description of likelihood & consequences
See below	

Potential risks associated with the proposal have been addressed in the development assessment. Other matters outside of this, which are not called up in the *Planning Act 2016*, cannot be considered in decision making.

As with any planning decision reached by Council, there is a risk that the applicant can appeal any aspect of the decision to the Planning and Environment Court (the Court).

Note: The likelihood of an appeal by any party is not a valid planning consideration and must not be used to inform Council's decision on any planning matter.

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 considered that the proposal presents no significant conflict with the applicable assessment benchmarks. Development conditions have been recommended to ensure compliance to the greatest extent possible. Any residual inconsistency with the assessment benchmarks needs to be considered in light of various relevant matters including:

- the development is for the expansion of an existing motel such that the use is not out of character and within a reasonable expectation of the type of use anticipated in this area;
- approval of the application would encourage and diversify economic development within the region and will support a key theme of Council's strategic planning framework by providing '*tourist accommodation in a towns centre, on a major route in an urban area*' ;
- the site achieves adequate infrastructure service levels;
- there is an absence of any significant impacts that result from the development;
- the development has been deliberately located and designed, and includes landscaping and solid fencing to mitigate any perceived impacts to nearby sensitive receptors; and
- the proposal is highly desirable from an economic development standpoint given it is an accommodation activity that is located in close proximity to retail and entertainment facilities in the Roma CBD.

Conditions from the referral agencies have been provided to Council and must be included in any decision to approve the development. Whilst attached to Council's decision notice, the relevant state departments and agencies will be responsible for enforcing these conditions.

Based on the above, Council should endorse the officer recommendation and approve the development application for a material *change of use* for "Short term accommodation" at 48 Feather Street & 69-71 Quintin Street, Roma subject to relevant, reasonable and enforceable conditions that mitigate potential impacts from the development, and attach conditions of approval provided by the state government agencies that address matters of state interest.

Recommendation:

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

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

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

Does this recommendation suggest a decision contrary to an existing Council policy?

If so, for what reason?

That Council endorse the officer recommendation to approve the Material change of use for "Short term accommodation" at 48 Feather Street & 69-71 Quintin Street, Roma, subject to relevant, reasonable, and enforceable conditions. This recommendation is considered consistent with existing Council policy.

Link to Corporate Plan:

Corporate Plan 2018-2023

Strategic Priority 4: Growing our region

4.8 Town planning

Supporting Documentation:

Nil

Report authorised by:

Deputy Chief Executive Officer/Acting Director Infrastructure Services

OFFICER REPORT

Meeting: Ordinary 23 June 2021

Date: 9 June 2021

Item Number: L.2

File Number: D21/45691

SUBJECT HEADING: Gas for Industrial/Commercial Development Policy

Classification: Open Access

Officer's Title: Manager - Water, Sewerage & Gas

Executive Summary:

A policy was also developed to encourage connection to the gas network. At the meeting of 28 April 2021, a minor amendment was required.

This report presents the amended policy for Council's adoption.

Officer's Recommendation:

That Council adopt the Gas for Industrial/Commercial Development 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).

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?

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)

A policy was also developed to encourage connection to the gas network. At the meeting of 28 April 2021 (OM/04.2021/61), a minor amendment was required. This required the inclusion of reference to a contract being signed under Section 4.4 of the policy.

This report presents the amended policy for Council's adoption.

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 2021/22 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 2022/23.

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 | ↓ | Gas Industrial/Commercial Development Policy | D20/67712 |
| 2 | ↓ | MRC Planning Scheme Map 2.2.1 Roma Strategic Plan Framework Map | D19/9075 |

Report authorised by:

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, particularly between the Bungil Creek and the Sale Yards as well as between the Sale Yards and Surat Highway;
- 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
New Industrial Customer	A person or party establishing a new industry in Roma
New Commercial Customer	A person or party establishing a new commercial business in Roma
Industrial Development	Creation of new industrial lots for future use
Existing Industrial & Commercial Customer	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. The area between the Sale Yards and the Surat Highway can easily be serviced if a large consumer was to develop a site there.

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, between the Bungil Creek and the Sale Yards or the area between the Sale Yards and the Surat Highway, 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 12 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.
- e. A contract is to be signed confirming the expected gas usage at the new connection. This contract will confirm the conditions under which Council will extend the gas

main to the new connection and must be signed at least 12 months prior to installation of the connection.

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

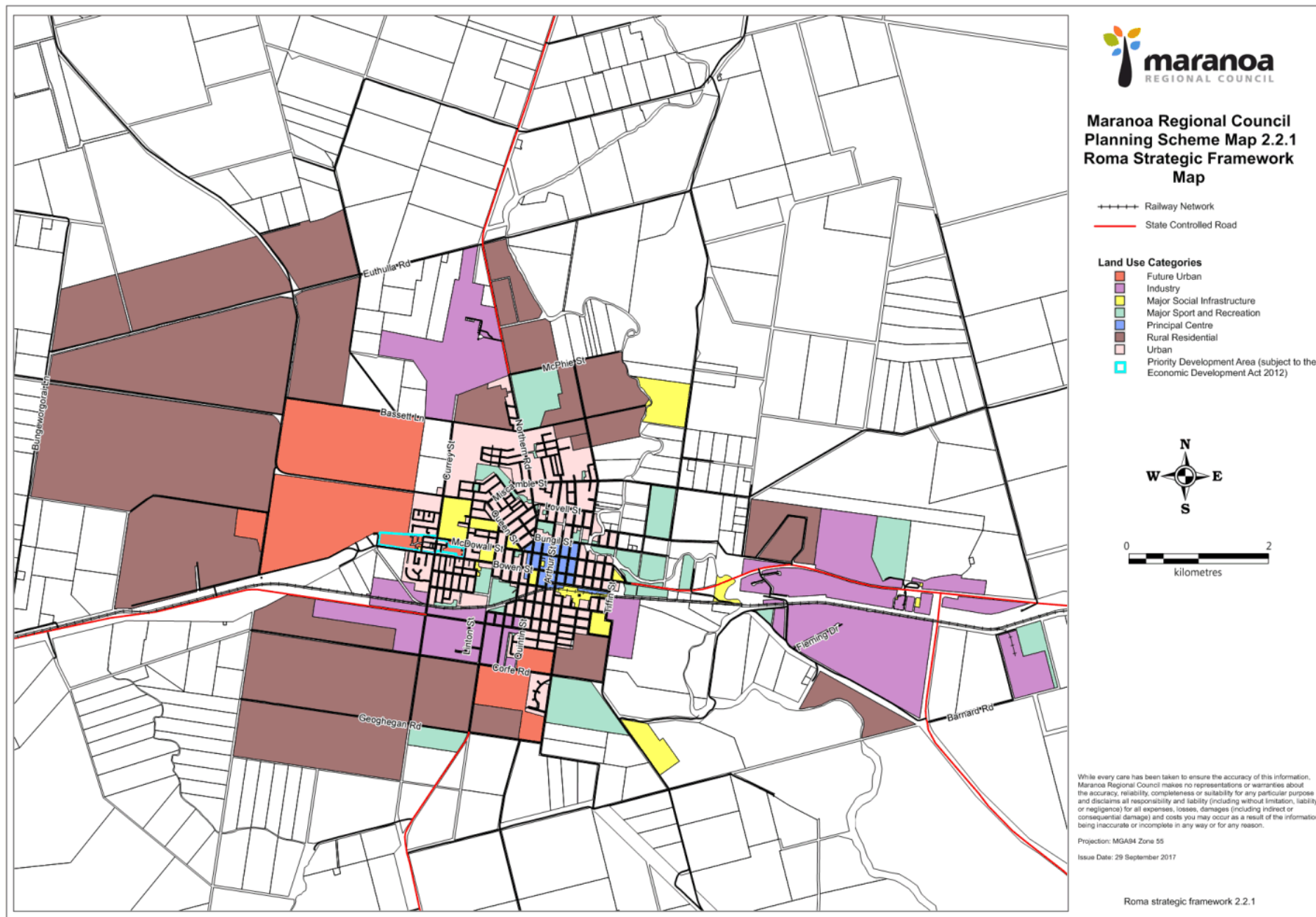
Nil

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 23 June 2021

Date: 7 June 2021

Item Number: L.3

File Number: D21/44980

SUBJECT HEADING: Request for Assistance - Maranoa Netball Association

Classification: Open Access

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

Executive Summary:

Maranoa Netball Association has written to Council requesting assistance to minimise the chance of loose aggregate reaching the playing surface at the Netball Precinct at Bassett Park.

Officer's Recommendation:

That Council:

1. Organise a street sweeper to remove excess aggregate from the surface of Bassett Lane and the carpark adjacent to the Netball Precinct.
2. Clean the court surface and remove as much of the aggregate from the area as possible.
3. Monitor the transfer of aggregate onto the courts and report to Council any additional findings.

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).

Maranoa Netball Association

Mrs Maardi Collinson – President – Maranoa Netball Association

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
MNA	Maranoa Netball Association Inc.

Context:

Why is the matter coming before Council?

Maranoa Netball Association has written to Council requesting assistance to minimise the chance of loose aggregate reaching the playing surface at the netball precinct at Bassett Park. Council owns the netball courts and has an exclusive user agreement with the Maranoa Netball Association. This exclusive agreement expires on 10 July 2023.

Background:

Has anything already happened in relation to this matter?

(Succinct overview of the relevant facts, without interpretation)

The Netball Precinct is located Council owned freehold land described as Lot 1 on RP173068 and is part of Bassett Park.

Council received a customer request on 29 April 2021 *“Maardi Collinson - President of the Maranoa Netball Association spoken with the Mayor in regards to having something put over the fence along Bassett Lane to stop the rocks being flicked up from the road onto the courts.”*

Council officers inspected the court on 29 April 2021 and found small precasted igneous rock consistent to what is used in the carpark to the east and Bassett Lane East to the south of the courts.



Although unlikely, it cannot be ruled out that the aggregate is being transferred through vehicles. It is however most likely that the rocks are being transferred on shoes.

As such Council staff have investigated two options. The first involves creating a barrier to minimise the potential of rocks being transferred onto the playing surface, while taking into consideration air flow, visibility, and aesthetics.

It was agreed for this option, that the fastest and most cost effective choice would be black construction mesh/shade cloth. A Council Officer contacted MNA to ensure that they are agreeable to the proposal. In this conversation considerations including air flow and visibility for spectators was raised with Mrs Collinson who confirmed that the group would like to proceed with installation of mesh/shade cloth.

Mrs Collinson has commented that “We would like the southern and eastern sides covered, from the ground to the first wire”.

Council has received a quotation for supply and installation. The quotation was a meter rate at \$19.00 per meter for approximately 163 meters. Approximate cost \$3,097.00.

However, it is likely that this would not be a long-term fix and would potentially add additional stress to the fencing and the mesh/shade cloth would have an expected usable life at best of one calendar year.

Council’s Deputy Director / Strategic Road Management, Infrastructure Services, Cameron Hoffman has agreed that the aggregate may be coming from the sealed road or carpark. However due to the speed that vehicles are traveling on each of these roads he agreed that it is more likely that the rocks are being transferred over time from pedestrians and users. Cameron has offered the advice that it would be more cost effective for Council to street sweep the carpark and Bassett Lane, and then follow up with a comprehensive clean of the courts. Council staff can then monitor the situation and determine if further action (like the installation of barricade material) is necessary.

Recent maintenance to the Carpark left a lot of loose aggregate to the northern end of the carpark, it is likely that this could be transferred on shoes and may have compounded the issue in recent months.

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)

Fiona Vincent – Regional Sport and Recreation Coordinator
Cameron Hoffman - Deputy Director / Strategic Road Management, Infrastructure 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?

Cost of street sweeping and sweeping courts (internal cost).

Cost of purchasing and installing barricade material estimated at \$3,097. This would need to be paid from materials and services.

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 opted to install barricading material, this material will need replacement possibly as frequently as annually.

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)

Netball players, parents and spectators.

Risks:

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

Risk	Description of likelihood & consequences
Nil	Nil

Advice to Council:

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

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

It is recommended that Council use a street sweeper on the carpark to the east and along Bassett Lane to the south of the netball courts, followed by a comprehensive clean of the court surface to remove as much of the aggregate as possible.

The situation then be monitored by Council staff and the Maranoa Netball Committee, and if the street sweeper and cleaning of the courts has not rectified the problem, that a future report be brought back to Council on the matter.

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. Organise a street sweeper to remove excess aggregate from the surface of Bassett Lane and the carpark adjacent to the Netball Precinct.
2. Clean the court surface and remove as much of the aggregate from the area as possible.
3. Monitor the transfer of aggregate onto the courts and report to Council any additional findings.

Link to Corporate Plan:

Corporate Plan 2018-2023

Strategic Priority 4: Growing our region

4.10 Facilities

Supporting Documentation:

Nil

Report authorised by:

Manager - Facilities (Land, Buildings & Structures)

Deputy Chief Executive Officer/Acting Director Infrastructure Services

OFFICER REPORT

Meeting: Ordinary 23 June 2021

Date: 14 June 2021

Item Number: L.4

File Number: D21/47067

SUBJECT HEADING: Request for Fee Waiver - Dunkeld Pony Club

Classification: Open Access

Officer's Title: Customer & Library Services Officer

Executive Summary:

Council has received a request from the Dunkeld Pony Club to consider a fee waiver of the Mitchell Showgrounds for a two-day period.

On the 10 and 11 July 2021, Dunkeld Pony Club are hosting the annual shield event, which is a zoned event with other Pony Clubs in the Maranoa participating.

Due to COVID-19, the Dunkeld Pony Club Grounds are not adequate to host the number of participants expected to attend this event.

Officer's Recommendation:

That Council:

- Approve all fees associated with the hire of the Mitchell Showgrounds by the Dunkeld Pony Club for the 10 and 11 July 2021 be waived.
- Consider all costs associated with the hire of the Mitchell Showgrounds be allocated to the 2021/2022 In-Kind Assistance Major 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).

Dunkeld Pony Club

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	

Context:

Why is the matter coming before Council?

Council has received a request from the Dunkeld Pony Club to consider a fee waiver of the Mitchell Showgrounds for a two-day period.

On the 10 and 11 of July, 2021, Dunkeld Pony Club are hosting the annual shield event, which is a zoned event with other Pony Clubs within the Maranoa participating.

Due to COVID-19, the Dunkeld Pony Club Grounds are not adequate to host the number of participants expected to attend this event.

Background:

Has anything already happened in relation to this matter?

(Succinct overview of the relevant facts, without interpretation)

The Dunkeld Pony Club request access to the Mitchell Showgrounds including the stables, arena, canteen and all toilet and shower blocks and powered sites for those participants who will be camping.

The cost of the Mitchell Showgrounds is outlined below:

Mitchell Showgrounds and Camping

Bond: \$501.10

Showgrounds Shed - \$138.00 per day

Grounds for Camping - \$138.00 per day

Total: \$1053.10

Total fee waiver request is \$1053.10 for both days.

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)

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)

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	Dunkeld Pony Club could be forced to cancel their event and therefore have a negative impact on the clubs financials and morale.

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 Dunkeld Pony Club are a small club within the Maranoa, this is a great opportunity for them to host such an event. It would be in Council's best interest to support this club with a fee waiver and allow them access to the Mitchell showgrounds for the 2-day event.

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 all fees associated with the hire of the Mitchell Showgrounds by the Dunkeld Pony Club for the 10 and 11 July 2021 be waived.
- Consider all costs associated with the hire of the Mitchell Showgrounds be allocated to the 2021/2022 In-Kind Assistance Major Budget.

Link to Corporate Plan:

Corporate Plan 2018-2023

Strategic Priority 4: Growing our region

4.12 Local development and events

Supporting Documentation:

[1](#) Request from Dunkeld Pony Club 2021

D21/49202

Report authorised by:

Manager - Economic & Community Development

Deputy Chief Executive Officer/Acting Director Infrastructure Services



PRESIDENT	Daniel Schafer	☎ 0428 771 470	✉ daniel.schafer88@yahoo.com
VICE PRESIDENT	Craig Hurford	☎ 4625 7339	✉ sue.hurford@hotmail.com
SECRETARY	Kym Witt	☎ 0428 887 405	✉ kymandwitty@outlook.com
TREASURER	Kelly Caskey	☎ 4654 9500	✉ durella@outlook.com
CHIEF INSTRUCTOR	Debbie Tully	☎ 0428 231 118	✉ tullymd@bordnet.com.au

9th June, 2021.

Julie Reitano,
Chief Executive Officer,
Maranoa Regional Council,
57 Bungil Street,
ROMA. QLD. 4455.

Dear Ms Reitano,

I write to request your consideration to waiver all fees involved with the hire of the Mitchell showgrounds canteen and grounds.

The Dunkeld Pony Club is a not for profit organisation, located 67km south of Mitchell on the Mitchell-St George Road. We provide children within the Maranoa Region the opportunity to learn how to ride and care for their horse in a safe and fun environment.

This year we will be hosting the Zone 20 Sheild in conjunction with our own competition day the Murray Cup on the 10th and 11th July, 2021. Due to the expected number of riders and their families that will be attending this event, we have decided to move the venue to the Mitchell Showgrounds.

We appreciate your time and thank you for considering our fee waiver request.

Kindest regards,

Kym Witt

Secretary

FORM: CASUAL HIRER OF COUNCIL FACILITIES LIABILITY INSURANCE ACKNOWLEDGEMENT & DECLARATION



I, KYM WITT - DUNKELD PONY CLUB SECRETARY
HIRER'S NAME(S)

Of 264 HOMEBUSH LANE, MITCHELL
ADDRESS

Acknowledge that Council has in place a Liability Insurance Cover with a \$2,000 Policy Deductible (Excess) and Limit of Indemnity of \$20,000,000 for Casual Hirers of Council facilities at no cost to the casual hirer.

I further acknowledge that I have read the following clause which provides an understanding of what constitutes a Casual Hirer for the purpose of this insurance.

CASUAL HIRER COVERAGE

The Liability Insurance Policy cover is restricted to Hirers who can be described as non-commercial, not incorporated, not for profit and irregular users of Council facilities.

Casual Hirers are further defined as third parties who hire Council facilities for no more than a total of ten (10) days over a twelve (12) month period.

No cover is provided for incorporated bodies, sporting clubs or associations of any kind.


I advise that upon reading this, and having received independent advice (legal or otherwise) to satisfy my needs, I believe this definition extends to include myself in the circumstances I will be using the Council facility and I will avail myself of the cover.

I understand and acknowledge that Council is not representing the insurer and/or myself in respect of this insurance, and is not in a position to grant or confirm cover in my particular instance other than to confirm that the liability insurance policy is current.

I understand that in the event of an incident occurring that could possibly result in a claim under this policy that I must advise Council as soon as possible there after so that guidance can be provided on the appropriate action to take to ensure the insurer is advised in accordance with the Policy Conditions.

I also understand that it will be my responsibility to pay the \$2,000 Policy (Excess).

I also understand and acknowledge that if for some reason I may not be indemnified under this insurance that I would be personally liable for any claims arising out of my use of this facility.

Venue	MITCHELL SHOWGROUNDS	Date of Hire	10 & 11 JULY 21
Signed		Date	9.06.2021

INFORMATION

1. The Insurance Policy wording is held by Council and is available for perusal at the Council Customer Service Centres upon request.
2. For the purpose of this acknowledgement "I" is construed to read "I" or "we" and "myself" is construed to read "myself" or "ourselves" to represent one or more persons.
3. Maranoa Regional Council strongly recommends that you seek professional independent advice before deciding to avail yourself of this insurance cover.

COMMUNITY HALLS & ROOMS CONDITIONS OF HIRE



1. **Agreement** - Hiring of the hall/room is subject to Council receiving a completed Casual Hall & Room Hire Agreement form signed by the proposed hirer undertaking to comply with the conditions outlined herein. The Hirer must be at least 18 years of age – proof of age may be required.

Only the specific room(s) booked may be used and only for the day(s) and time period detailed on the Agreement. Any time required for setting up the venue or for cleaning up at the end of the event must be included in the period booked. The venue must be vacated by the time stated on the Agreement.
2. **Assignment** - Hirers that are granted permission to use a venue shall not assign the right of use to any person, organisation or body.
3. **Permission to Occupy**
 - (a) The hirer shall only be entitled to the use of the particular part or parts of the building hired on the date set out in the Casual Hall Hire & Room Agreement and Council reserves the right to permit any other portion of the building to be hired for any other purpose at the same time.
 - (b) The right conferred on the hirer shall be a permission to occupy and shall not be construed as a tenancy. Nothing contained in these conditions shall confer on a regular hirer the right to exclusive possession and Council may at its discretion allow other individuals and groups to have casual use of the premises.
4. **Hire Fees** - Hire Fees shall be in accordance with the current Maranoa Regional Council Fees and Charges Schedule.
5. **Security Bond** - The Fees and Charges Schedule details the amount of the security bond applicable to the venue and hirer. Where applicable, a bond is required to be paid by the hirer as security against damage to the building or any fittings and furniture contained therein, and for any cleaning arranged by the Council resulting from the hirer's use of the premises. The hirer shall be liable to pay any further amount in excess of such bond to meet the full cost of such damage or cleaning.
6. **Refusal to Grant Hire** - At the discretion of the Chief Executive Officer, or delegated Council officer, permission to hire the venue may be refused. If an agreement has been signed and the fees and bond paid, the Chief Executive Officer, or delegated Council Officer, will direct the return of the fees and bond paid. The hirer hereby agrees in such case to accept the same and to have no claim at law or in equity for any loss or damage sustained as a result.
7. **Booking Confirmation** - A booking is not confirmed until payment of the applicable fees and charges have been received and receipted by Council or a purchase order presented. This provision shall not apply to those Hire Categories determined by Council as being exempt from the payment of fees and charges.
8. **Cancellation of booking** - Failure to notify Council in writing of a cancellation or amendment of a booking at least seven (7) days prior to the booked date may result in a forfeiture of hire fees. In the event of extenuating circumstances Council will consider a refund of hire fees on receipt of a written request.
9. **Opening and Closing the Venue** - Hirers will be responsible to open and close the venue unless otherwise agreed.
10. **Key Collection** - Unless alternative arrangements for the collection of keys have been agreed to by Council, hirers can collect keys during Council business hours from the Customer Service Centre located closest to the venue prior to their function. Persons collecting keys will be required to complete Council's Key Register.

Key Return - Hirers are required to return the keys to the Customer Services Centre from which the keys were issued after the event or the following working day whichever is practicable, unless an alternative prior arrangement has been made with Council. Persons returning keys will be required to complete Council's Key Register.
11. **Sound, Electrical & Lighting Equipment** - There must be no connection of or interference with the electrical installation, lighting, spotlights or any other electrical property without authorisation by the Chief Executive Officer, or delegated Council Officer. This includes all specialty equipment, such as sound, DVD and projectors.
12. **Decoration & Signage** - No notice, sign, advertisement, scenery, fittings or decoration of any kind shall be erected on or in the venue or attached or affixed to the wall, doors or any other portion of the venue, fittings or furniture, without prior consent of the Chief Executive Officer or delegated officer.

The hirer shall not cause any nails, tacks, adhesives, or other articles to be driven into the floor, walls or ceilings. The hirer shall immediately after the function remove all decorations from the venue to the satisfaction of Council.
13. **Subject of Entertainment** - Council may require the hirer to submit for approval, the subject and program for any entertainment or lecture prior to the use of the premises.
14. **Performing Rights** - In the case of a dramatic or other performance or concert, the hirer shall not produce, or permit to be produced or performed, any dramatic or musical work in infringement of the copyright or performing right of any owner of such right or rights, and the hirer agrees to indemnify the Maranoa Regional Council against any claim for breach of copyright or any other action herewith.
15. **Licensed Functions** - A licensed function is defined as a function where alcohol is offered for sale. The sale of liquor at the venue is forbidden unless the hirer obtains a permit from the appropriate authority. The hirer is responsible for ensuring compliance with all liquor licensing requirements.
16. **Gambling** - No game of chance, at which either directly or indirectly money is passed as a prize, shall take place in any part of the venue, with the exception that this provision shall not prevent the hirer using the venue for games of bingo or equivalent, providing that the relevant permits have been obtained.
17. **No Smoking** - In accordance with legislation, smoking inside all areas of the venue is prohibited. Areas designated for smoking are located outside the venue and are identified with appropriate signage.

COMMUNITY HALLS & ROOMS CONDITIONS OF HIRE



- 18. Obstructions** - The hirer shall comply in every respect with legislation, Codes or Australian Standards with regard to public buildings for the prevention of overcrowding and obstruction of gangways, passages, corridors, or of any part of the building. Any person causing an offence against such regulations shall be removed from the building.
- 19. Acts and Regulations** - The hirer shall conform to the requirements of the Health Act, Local Government Act, any Local Law or Regulation made thereunder, and shall be liable for any breach of such Acts, Local Law or Regulation. All other statutory rules, provision and regulations of the Commonwealth of Australia or State of Queensland for the time being in force must be complied with by the user and the notices give to the proper officers.
- 20. Good Order & Conduct** - The hirer shall be responsible for the full observance of these conditions and for the maintenance and preservation of good order in the venue throughout the whole duration of the period of use.
- (a) No spitting, obscene or insulting language or disorderly behaviour or damage to property shall be permitted in any part of the venue.
 - (b) The hirer shall be responsible for the conduct of each and every person in attendance at the function and for the maintenance and preservation of goodwill generally. Should it become necessary for the hirer to leave the venue during the function he/she must nominate a responsible person to act on his/her behalf.
 - (c) Children must be supervised at all times by a responsible adult.
- 21. Security** - The Chief Executive Officer may direct that security be organised to ensure crowd control.
- 22. Vacating the Venue** - Where practicable, the hirer shall immediately after the function vacate the venue or in the event of an evening function ensure that the venue is vacated by 7.00 am the following day, unless otherwise agreed by Council. If the venue is not vacated by the nominated time, Council can elect to retain all or part of the bond held. Every consideration must be given by people using and vacating the venue to the residents who live nearby in regards to minimising noise and unruly behaviour.
- 23. Cleanliness** - The hirer is responsible for leaving the venue in a clean and tidy state, and shall immediately remove all rubbish, refuse and waste matter from the venue. Removal of garbage is included in the hiring fee, provided that garbage is left in the bins provided ready for collection. No loose garbage or litter is to be left in the venue. Any cost incurred by Council in cleaning the premises resulting from the condition in which the hirer left the premises shall be recoverable from the hirer.
- 24. Insurance - Casual Hire Liability Insurance Cover** - Where a hirer is eligible and elects to access Casual Hire Liability Insurance Cover, the hirer must complete and provide a Council Casual Hirer of Council Facilities Liability Insurance Acknowledgement & Declaration Form.
- Hirer's Liability Cover** - Where a hirer has existing liability insurance cover and is able to access such coverage for the purpose of the function, the hirer shall provide Council with a copy of the Certificate of Currency confirming liability insurance cover status.
- 25. Damages**
- (a) Any damage caused to the venue and equipment arising out of, and in the course of, the function will be restored by Council and the cost of such repairs or replacements will be charged to the hirer. Council retains the right to determine the cost of any damage or cleaning required and to retain this amount from the bond if held. Where damage exceeds the amount of the bond, the hirer will be charged the balance.
 - (b) Council is not liable or responsible for the loss, theft or damage to any property belonging to either the hirer or any person attending the function.
- 26. Free Access** - Any officer, employee or representative of Council whom the Chief Executive Officer may appoint shall at all times be entitled to free access to any and every part of the venue.
- 27. Indemnity** - The hirer agrees to indemnify, and keep indemnified, and to hold harmless Council, its servants and agents, and each of them from and against all actions, costs, charges, expenses and damages whatsoever which may be brought, or made, or claimed against them, or any of them, arising out of, or in relation to the hiring arrangement.
- 28. Failure to Comply** - If the hirer commits, permits or allows any breach or default in the performance and observance of any terms and conditions herein, the Chief Executive Officer or delegated officer, may terminate permission to use the premises and the hirer and patrons shall immediately vacate the premises. Council shall have the right to recover any amount due in respect of any such breach and/or cancel any future bookings.
- 29. Disputes** - In the event of any dispute or difference arising as to the interpretation of these terms and conditions or any matter contained therein the decision of the Chief Executive Officer thereon shall be final and conclusive.
- I HAVE READ THE CONDITIONS OF HIRE AND UNDERSTAND THE ABOVE GUIDELINES, ACKNOWLEDGING THAT I CAN ONLY USE THE FACILITY FOR THE STATED PURPOSE AND TIMES SPECIFIED IN THE HIRE AGREEMENT.**
- | | |
|-----------------------------|----------------------|
| Hirer's Signature | |
| Date | 9/6/21 |
| Hirer's Name (Please Print) | KYM WITT |
| Venue | MITCHELL SHOWGROUNDS |
| Date of Event | 10/11/2021 |
- Please sign one copy and return with your Hire Agreement and retain one copy for your records.

FIRE AND EVACUATION INSTRUCTIONS – Council Hire Facilities

General evacuation instructions - Must be given to users/hirers at the time of acceptance for the use of the facility.
First response evacuation instructions - Must be given to users/hirers at the time of acceptance for the use of the facility. Evacuation procedures - Must be given by the user/hirer to nominated responsible persons before the start of any activity/event prior to that person(s) taking on those responsibilities.

INSTRUCTIONS

The instructions given take into account the following components:

The location of the buildings escape routes (fire exits and pathways to an exit).

A procedure for conducting members of the public to an exit and then to the designated assembly area (safe place).

1. Checking of all rooms (including toilets) for people (after assessing the risk from smoke or fire).
2. The location of firefighting equipment (fire extinguishers, blankets and hose reels).
3. The location of fire alarms or equipment for warning of fire (if applicable).
4. The method of operation of firefighting equipment (fire extinguishers, blankets and hose reels).
5. The method used to activate fire alarms or equipment for warning of fire (if applicable).
6. Making the announcement for occupants of the building to evacuate.
7. Dial Triple Zero '000'.



When you call Triple Zero (000)

Do you want Police, Fire or Ambulance?

Stay calm, don't shout and speak slowly and clearly.

Tell us exactly where to come. Give an address or location.

8. Are all persons accounted for? Is anyone missing from head count? Notify emergency services if anyone is unaccounted for.

9. Meeting the attending Fire Service Officer to pass on updated details of the emergency.

Hirer:

I acknowledge that I have read and understood the above Guidelines and Instructions and that I will provide the information to nominated persons who will be acting as Fire & Evacuation Wardens for the duration of the event and will adhere to legislative requirements under the Building Fire Safety Regulation 2008.

Print Name	Signature	Date
KYM WITT		9.6.2021

Council Representative

I have provided the above information to the Hirer/User along with a Site Specific plan and that I have outlined the Actions to be followed in case of emergency, the location of emergency assembly points, the location of fire alarms and fire extinguishers.

Print Name	Signature	Date



Version 1 – Facilities Maranoa Regional Council



FORM: CASUAL HALL & ROOM HIRE AGREEMENT

HIRER'S DETAILS:

Hirer's Name (If a Community Organisation, Business or Company please nominate a Contact Person)	DUNKELD PONY CLUB		
Contact Person (if applicable):	KYM WITT		
Postal Address	P.O. BOX 164, MITCHELL, Q. 4465		
Phone	Daytime Phone	Mobile	
	46236603	0428 887 405	
Email	kymandnitty@outlook.com		
Hirer Category	<input checked="" type="checkbox"/> Non Profit Organisation <input type="checkbox"/> Maranoa Resident <input type="checkbox"/> Commercial <input type="checkbox"/> Council Internal Use		

VENUE DETAILS

If you require a hall, kitchen and/or speciality equipment please tick each facility required.
 (Hire fee includes use of hall, kitchen facilities, tables & chairs, air-conditioning, catering equipment and tableware where provided)
 (Hire fee excludes speciality technical equipment e.g. audio visual and sound equipment)

Roma Community Arts Precinct <input type="checkbox"/> Hibernian Hall <input type="checkbox"/> Community Lounge Roma Cultural Centre <input type="checkbox"/> Ernest Brock Room <input type="checkbox"/> Kitchenette (Ernest Brock Room) <input type="checkbox"/> Roma Auditorium <input type="checkbox"/> Auditorium Kitchen <input type="checkbox"/> Auditorium Speciality Visual/Sound Equipment	Injune & Surrounds <input type="checkbox"/> Visiting Professional's Room <input type="checkbox"/> RSL Room Injune Hall <input type="checkbox"/> Injune Hall Kitchen / Supper Room <input type="checkbox"/> Injune Hall Mitchell & Surrounds <input type="checkbox"/> Council Chambers Meeting Room <input type="checkbox"/> Mitchell Hall <input type="checkbox"/> Hall Speciality Visual/Sound Equipment <input type="checkbox"/> Mitchell Hall Kitchen	Surat & Surrounds <input type="checkbox"/> Council Chambers Meeting Room <input type="checkbox"/> Surat RSL Hall <input type="checkbox"/> Surat Hall <input type="checkbox"/> Surat Supper Room Yuleba & Surrounds <input type="checkbox"/> Yuleba Services Centre Meeting Room Other <input checked="" type="checkbox"/> Mitchell Showgrounds
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FUNCTION DETAILS

Date/s Required	10TH & 11TH JULY 2021	Access Times	ALL DAY
Function Type	<input type="checkbox"/> Meeting <input type="checkbox"/> Fundraising Event <input type="checkbox"/> Private Function <input type="checkbox"/> Business / Commercial Activity <input checked="" type="checkbox"/> Other (Please specify) CHILDRENS SPORTING EVENT - PONY CLUB COMP		
Licensing Status	<input checked="" type="checkbox"/> Unlicensed <input type="checkbox"/> Licensed (If licensed Council will need to endorse the licensing permit)		
Insurance Details	<input checked="" type="checkbox"/> Casual Hire Liability Insurance Cover (Please complete and attach a Casual Hirer of Council Facilities Liability Insurance Acknowledgement & Declaration Form available from Council to access this cover which is available at no cost to eligible applicants) <input type="checkbox"/> Other Liability Insurance Cover (Please attach copy of Certificate of Currency)		

DECLARATION

I KYM WITT of DUNKELD PONY CLUB, MITCHELL
 Hereby make application for hire of the premises set out in this Agreement for the day/s and times specified and I acknowledge having received and understood a copy of the Conditions of Hire and undertake to be bound by and comply with these Conditions in every respect. I further undertake to be responsible for ensuring that all individuals or groups using the premises in association with this application shall comply with said Conditions. I have inspected the premises and acknowledge that they are suitable for the intended purpose of use.

Name	(KYM WITT)		
Signature		Date	9.06.2021

FORM: CASUAL HALL & ROOM HIRE AGREEMENT



OFFICE USE ONLY:

PRE EVENT – Receipt and Payment Details

Date Application Received		Process By		Customer Request ID Number	
Amount Due					
Hire Fees	\$				
Speciality Visual/Sound Equipment	\$				
Other Miscellaneous/Equipment Hire Fees	\$				
Total Amount Hire Fees Due	\$			Receipt Number	
Bond (if applicable)	\$			Receipt Number	
				Trust ID Number	

Invoicing Details (if applicable)

Invoice Required	<input type="checkbox"/> No <input type="checkbox"/> Yes
Purchase Order Number (if provided)	<input type="checkbox"/> No <input type="checkbox"/> Yes
Debtor Invoice Request Completed	<input type="checkbox"/> No <input type="checkbox"/> Yes
Name & Address Register (NAR) Completed	<input type="checkbox"/> No <input type="checkbox"/> Existing <input type="checkbox"/> Yes – NAR Number: _____

Comments / Special Conditions

--

Venue Access

Facility Induction:	<input type="checkbox"/> No <input type="checkbox"/> N/A (e.g. induction not required, hirer previously inducted)		
	<input type="checkbox"/> Yes	Date: _____	By: _____ Inductee: _____
Key Collection	<input type="checkbox"/> N/A		
	<input type="checkbox"/> Yes	Date: _____	By: _____ Phone: _____

POST EVENT – Inspection and Bond Release

Key Return	<input type="checkbox"/> N/A		
	<input type="checkbox"/> Yes	Date: _____	By: _____
Post Event Inspection	<input type="checkbox"/> N/A		
	<input type="checkbox"/> Yes	Date: _____	By: _____
Bond Released	<input type="checkbox"/> N/A (Bond not required)		
	<input type="checkbox"/> No (If bond is to be withheld please provide details)		
	<input type="checkbox"/> Yes	Date: _____	
	Bond comments:		

OFFICER REPORT

Meeting: Ordinary 23 June 2021

Date: 16 June 2021

Item Number: L.5

File Number: D21/47968

SUBJECT HEADING: Lease Injune Commercial Space

Classification: Open Access

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

Executive Summary:

Council selected The Trent Hornick Family Trust as the successful tenderer for the lease of the commercial premises located at 32 Hutton Street, Injune, for a period of three (3) years with the option of an additional three years.

The Trent Hornick Family Trust have notified Council of a change to their business structure that Council will need to consider before the lease can progress.

Officer's Recommendation:

That:

1. Council accept the notice provided by Hornick's Timber & Haulage Pty Ltd as trustee for The Trent Hornick Family Trust that it is not able to proceed with the proposed lease of the commercial space at 32 Hutton Street, Injune ("Premises").
 2. On the basis that a lease of the Premises has previously been offered by tender and no lease has been entered into, Council resolves to apply the exception available pursuant to section 236(1)(e) of the Local Government Regulation 2012 (Qld) to offer a lease of the Premises to Womblebank Sawmilling Co Pty Ltd as trustee for the Trent & Nicki Family Trust for a market rent and on terms and conditions no less favourable to Council as the terms previously offered to or by Hornick's Timber & Haulage Pty Ltd as trustee for The Trent Hornick Family Trust.
 3. Council delegate authority to the Chief Executive Officer (or delegate) to finalise and execute a lease of the Premises to Womblebank Sawmilling Co Pty Ltd as trustee for the Trent & Nicki Family Trust:
 - for an initial term of one (1) year with options to renew for a further five (5) terms of one (1) year;
 - for a rent not less than the current market value; and
 - on acceptable terms and conditions provided always that those terms and conditions must be no less favourable to Council as the terms previously offered to the previous proposed tenant.
-

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).

Nicole Parker and Trent Hornick

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 its Ordinary meeting on 9 June 2021, Council accepted a tender from The Trent Hornick Family Trust to lease the commercial space at the Injune Multi-Purpose centre with the plan to operate a coffee shop from the site.

The successful tenderer advised on 16 June 2021, that on the recommendation of their Solicitor they have created a new trust for the coffee shop.

Details are:-

Trust Name: Trent & Nicki Family Trust

Legal Name: Womblebank Sawmilling Co Pty Ltd ATF Trent & Nicki Family Trust

ABN: 34 219 256 674

Council needs to consider the change as while the owners that Council are entering a lease with are essentially the same, they are acting through different trustees and trusts. Approval for the change is necessary prior to forming a lease for the premises.

Background:

Has anything already happened in relation to this matter?

(Succinct overview of the relevant facts, without interpretation)

Council resolved at its Ordinary meeting on 9 June 2021:

Resolution No. OM/06.2021/01

That Council:

- 1. Select The Trent Hornick Family Trust as the recommended Tenderer for Tender 21031 – Lease of Commercial Space – 32 Hutton Street, Injune.**
- 2. Delegate authority to the Chief Executive Officer (or delegate) to enter into final negotiations with The Trent Hornick Family Trust and execute the lease (one (1) year with the option of an additional five x one year options) if the terms are acceptable.**

The business was notified of the success of their tender on the day of the Council meeting.

On 15 June 2021, the successful tenderer notified Council that on the advice of their solicitor, they had created a new trust for the coffee shop.

Details of the new trust:-

Trust Name: Trent & Nicki Family Trust

Legal Name: Womblebank Sawmilling Co Pty Ltd ATF Trent & Nicki Family Trust

ABN: 34 219 256 674

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)

Advice on the wording of the resolution was sought from McInnes Wilson Solicitors to ensure compliance with legislative requirements.

There does not appear to be a specific power that Council allows Council to "substitute" one entity for another once the tender has been awarded.

That being said, there is an exception under section 236(1)(e) of the *Local Government Regulation 2012* (Qld) (**LGR**) that allows Council to grant a lease without going to tender where it has previously gone to tender but a lease has not been entered into. Council must pass a resolution applying this exception before

granting the lease (s236(2). The lease must also be for a rent no less than market value with a valuation report being evidence of the market value (ss236(3) & (5) of the LGR).

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?

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)

New lease will generate revenue of \$5,720 per annum to Council.

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
Lease not proceeding / or delays in new lessee commencing business	Possible Council needs to make a decision on this matter before the lease can be finalized and signed by both parties.

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 accept the advice from the tenderer that they have created a new trust for the purpose of operating the café. To comply with the requirements of the Local Government Regulation, it is advised that Council use the wording as provided in the Officers recommendation.

Recommendation:

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

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

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

Does this recommendation suggest a decision contrary to an existing Council policy?

If so, for what reason?

That:

1. Council accept the notice provided by Hornick's Timber & Haulage Pty Ltd as trustee for The Trent Hornick Family Trust that it is not able to proceed with the proposed lease of the commercial space at 32 Hutton Street, Injune ("Premises").
2. On the basis that a lease of the Premises has previously been offered by tender and no lease has been entered into, Council resolves to apply the exception available pursuant to section 236(1)(e) of the Local Government Regulation 2012 (Qld) to offer a lease of the Premises to Womblebank Sawmilling Co Pty Ltd as trustee for the Trent & Nicki Family Trust for a market rent and on terms and conditions no less favourable to Council as the terms previously offered to or by Hornick's Timber & Haulage Pty Ltd as trustee for The Trent Hornick Family Trust.
3. Council delegate authority to the Chief Executive Officer (or delegate) to finalise and execute a lease of the Premises to Womblebank Sawmilling Co Pty Ltd as trustee for the Trent & Nicki Family Trust:
 - for an initial term of one (1) year with options to renew for a further five (5) terms of one (1) year;
 - for a rent not less than the current market value; and
 - on acceptable terms and conditions provided always that those terms and conditions must be no less favourable to Council as the terms previously offered to the previous proposed tenant.

Link to Corporate Plan:

Corporate Plan 2018-2023

Strategic Priority 4: Growing our region

4.10 Facilities

Supporting Documentation:

Nil.

Report authorised by:

Deputy Chief Executive Officer/Acting Director Infrastructure Services

OFFICER REPORT

Meeting: Ordinary 23 June 2021

Date: 16 June 2021

Item Number: L.6

File Number: D21/48284

SUBJECT HEADING: Investment Attraction Brochure

Classification: Open Access

Officer's Title: Manager - Economic & Community Development

Executive Summary:

Council is a member of the South West Regional Organisation of Councils' which has initiated an investment attraction project aimed at attracting investors to industry opportunities in the SW Queensland Region. The project has been fully funded by the Department of State Development Infrastructure Local Government and Planning and is nearing completion. A component of the project involved preparing an Investment Prospectus for the Region, which is attached to this report for approval.

Officer's Recommendation:

That Council:

Endorse the draft SWROC (Maranoa) Investment Prospectus for publication.

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).

Members of SWROC.

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
SWROC	South West Regional Organisation of Councils'
SWRED	South West Regional Economic Development
EDAC	SWROC Economic Development Advisory Committee

Context:

Why is the matter coming before Council?

This promotional brochure will be made public for wide dissemination and therefore must have the approval of Council before publishing.

Background:

Has anything already happened in relation to this matter?

(Succinct overview of the relevant facts, without interpretation)

South West Regional Organisations of Councils (SWROC) formerly South West Regional Economic Development (SWRED) has established a project to attract new investment to the region. Supported through the Queensland Government's Remote Area Boards Program within the Department of State Development, Tourism & Innovation, the project funding is being used to produce an investment prospectus for the South West Regional Economic Development (SWRED) Board together with a prospectus for each of its six member Councils, along with an regional attraction forum to show case south west Queensland to potential investors.

SWRED comprises the six Local Government areas of Maranoa Regional Council, Balonne Shire Council, Murweh Shire Council, Paroo Shire Council, Quilpie Shire Council and Bulloo Shire Council. It has a total area of 319,884.2 km², or 18.4 per cent of the total area of the state.

The combined SWRED regional economy has grown from having a strong reliance mostly on primary industries to incorporating more diversified economies centered in the major centers of Roma, St George, Charleville, Quilpie, Cunnamulla and Thargomindah. Industries such as Agriculture, CSG, Mining, transport, logistics and warehousing, food processing, tourism and health care have all contributed to creating an economically diverse and stable region.

The promotion of the relative attractiveness of South West Queensland to the investor market is vital to the region's economy. Establishing good communication processes and collaborative relationships between stakeholders to foster innovation, information awareness, industry capacity building and a shared vision for the region to attract local, state, national and international investors, is of paramount importance.

Through a competitive tender process Brisbane based company Lucid Economics Pty Ltd was awarded the tender and have been working on the project since January 2021.

Scope of work:

The prospectus will:

- provide a snapshot of the region's economic outlook.
- document and define the region's economic and community inventory.
- highlight investment strengths and opportunities; and
- promote the benefits to companies seeking to invest in the SWRED region.

It is intended that the completed prospectus is proposed to be marketed to potential investors (both private and corporate) associated with Manufacturing, Livestock, Food production, Agribusiness, Logistics & Distribution, Tourism, Education & Research and Aviation & Aerospace.

Follow up Investment attraction

Support individual councils and South West QLD to attract new investment through marketing of investment prospectus. Marketing activity should be developed to support individual councils and the region as a whole. Key deliverables are to include:

- Investment forum
- Online marketing platform including establishing a SWRED digital presence
- Investor tour

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)

Council Officers - Manager Economic and Community Development and Conferences and Events Attraction Specialist were involved in the drafting of the prospectus. The officers performed their role as members of the SWROC's endorsed Economic Development Advisory committee (EDAC).

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 Department of State Development has funded the work as part of its Remote Area Boards Program.

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)

Unforeseen at this stage.

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)

All parties involved have a similar style guide for their respective individual use, however with SWROC livery apparent to maintain the "wider regional" branding.

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)

Council should endorse the attached prospectus for publishing.

Recommendation:

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

That Council:

Endorse the draft SWROC (Maranoa) Investment Prospectus for publication.

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)).

No

Link to Corporate Plan:

Corporate Plan 2018-2023

Strategic Priority 4: Growing our region




4.2 Economic development


Supporting Documentation:

- 1 SWROC Investment Attraction - Maranoa concepts_ v 7 D21/48247
- 2 SWQROC Regional Investment Prospectus_v4 D21/48561

Report authorised by:

Deputy Chief Executive Officer/Acting Director Infrastructure Services




 **SWQROC**
SOUTH WEST QLD REGIONAL ORGANISATION OF COUNCILS

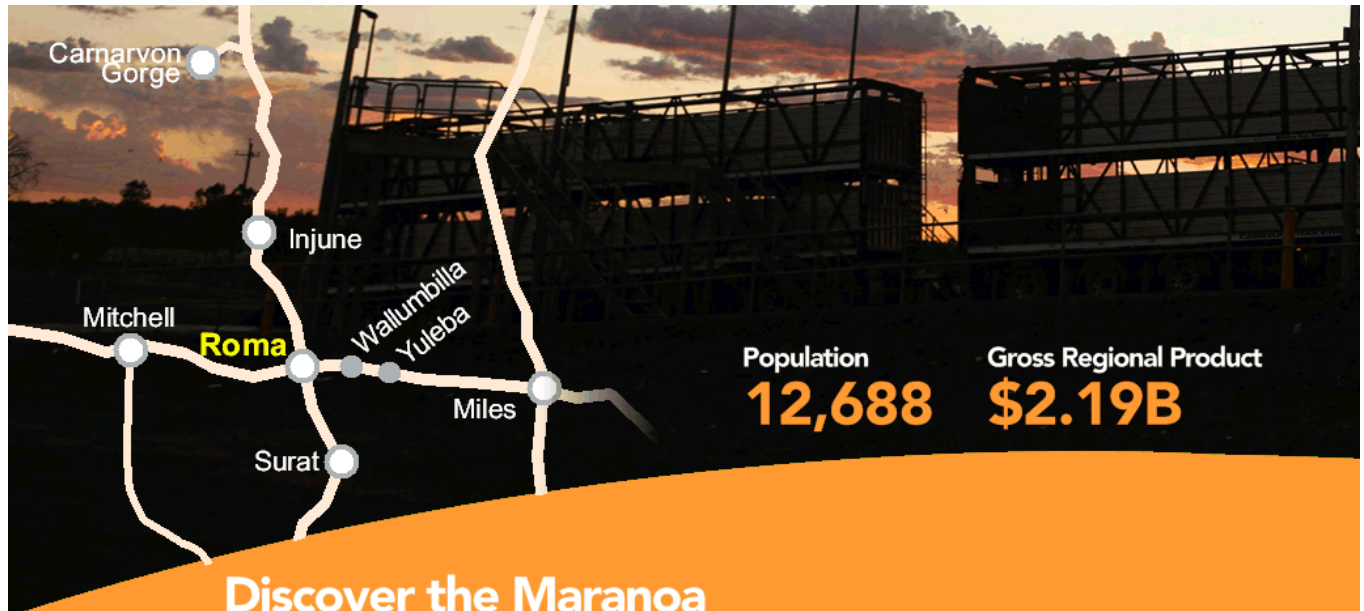
ROMA HOSPITAL
Emergency Main Entrance →

Boundless

Opportunities in the Maranoa

www.swqroc.com.au/invest/maranoa

 **Queensland Government**



Discover the Maranoa

Maranoa is a key regional centre for agriculture, energy and resources, with the thriving and vibrant town of Roma truly at the heart of the region's livestock industry

- Packed with a wealth of immense natural resource, and with mature allied industries to complement and add value to extraction and logistics.
- Located in the heart of Maranoa, Roma offers a wealth of cosmopolitan facilities and lifestyle, including boutique retailers, cafes and eateries.
- Roma Saleyards - Australia's largest such facility – sells over 275,000 cattle annually, serving the Maranoa region and beyond. The saleyards are more than just a transactional venue, with recent investment of \$8.61m transforming the facility into a place of education, learning and community amenities.
- As gateway to the outback, Roma has a strong and diverse tourism sector themed around discovery of natural resources and natural wonder. Recently \$4.68m was invested to expand The Big Rig Visitor Centre, improving its facilities and broadening the tourism offer in Roma.
- The Maranoa offers everything from fishing and farm stays to bird watching and bush walking. Steeped in history from the wool industry boom time, Surat is a haven for fishing, the water front camping sites are perfect, and the billy is boiling. Injune is an artists' haven as well as an ideal launch pad for outdoor pursuits. Mitchell is home to fishing and a proud cultural heritage, while Wallumbilla and Yuleba are renowned for their proactive community and country welcome.
- Every town in Maranoa has access to NBN high speed internet, with Surat soon to have Fibre To The Premise (FTTP).
- The region boasts national parks and tourist attractions including the outstanding natural beauty of the Carnarvon Gorge.

Discover our Accessibility

- Key position within the region, only six-hour drive time from Brisbane.
- Regular public transport flights to Brisbane with a travel time of just over an hour.
- Prime location within the preferred heavy transport corridor from Southern States to Northern Australia
- Excellent freight logistics options
- Easy access to international markets.
- Roma is the key agricultural services centre for the region, and mining industry base for Surat basin Gas and Moomba oil fields.
- High speed data networks, including recent upgrades to boost regional connectivity.

Discover our Affordability

- Median house price in Maranoa is \$237,577.
- Industrial land is available and attractively priced.
- Lower cost of living and doing business.

Discover our Amazing Lifestyle

- Roma is a regional tourist hub and gateway to the outback, with a dedicated visitor centre that focuses on the discovery of oil and gas and its importance to the region.
- There's something for everyone at Surat, a leading country lifestyle town
- Mitchell offers visitors a soak in the Great Artesian Spa and access to the stunning Carnarvon National Park
- Family-oriented, and with comprehensive health services, high quality education and sport, recreation and cultural facilities.



Median house price
\$225,000

Top five sectors
**Mining, Agriculture, Construction,
Health Care and Energy**

From Paddock to Plate

In a few short years Maranoa Beef grew from local producer to regional supplier of high-quality meats. Selling hampers of high providence product and growing through word-of-mouth, they tripled their business size in just eighteen months. Also partnering with select corporate to provide slow-cooked cuts, they are still looking to grow.

Founded on five generations of family farming experience, the company is run by husband-and-wife team Craig and Bec Beissel, who value the family-oriented lifestyle that the region offers in spades.

The highest quality food, artisan products and customer experience are at the heart of Maranoa Beef's offering. Processing to order and utilising every single cut, ensures that the life of the animal is fully respected. Serving a growing domestic market that seeks produce of the highest welfare standards, Maranoa Beef sees plenty of reason to be optimistic about the region's future.

"In South West Queensland, you can make your business whatever you want to make it, supported by a community that values trust and hard work."

Bec Beissel
Maranoa Beef

Boundless Opportunities for Investment

Agriculture	Agtech and application of innovative processes and systems, amongst the 1,600 farm enterprises in the Maranoa region. Opportunities in the biotechnologies sector.
Industrial space	Available and affordable industrial land in strategic locations.
Manufacturing	Meat processing facilities for beef, including additional opportunities for higher value butchery and packaging. Growing sheep production industry generating opportunities for meat processing.
Small business	Outstanding opportunities to establish businesses in the service sector, catering to a cosmopolitan local population and visitor economy. Market opportunity for establishing an auctioneer training hub for livestock and housing sectors.
Renewable energy	Opportunities abound for sustainable energy production including solar farms, biofuel and geothermal, as well as hydrogen and other energy storage technologies.
Mining	Consistently growing sector that supports a \$1.82bn GRP, with opportunities to expand and add value to supply chain.
Health	With excellent FTTP NBN connectivity, there is opportunity to explore a regional health hub, bringing together allied health and potential for consulting rooms and training amenities.
Tourism	Opportunities around access to the Carnarvon Gorge Potential for greater use of Roma airport as tourism aviation hub.



Engineering Excellence

Established 25 years ago with a bank loan, Sharpe Engineering has matured into one of Australia's leading specialist engineering and manufacturing firms. Producing, servicing and repairing drilling related tools and equipment, Sharpe's clients include operators, contractors and service providers across the resource and energy sectors such as Santos, Origin, Senex, Anglo American and Beach.

Headquartered in Roma and with two further Queensland sites, the family-run business is firmly rooted in the local community, with well-established links to local schools, providing a steady stream of the next generation of apprentices.

Sharpe's success is built on a firm commitment to the highest industry standards, continual investment in staff, and wide diversity of over 100 clients.

Boundless Opportunities in South West Queensland

South West Queensland, a place of immense natural resource, talent and enterprise, a place that people and businesses are proud to call home. A place of boundless opportunity.

Discover our Accessibility

- Unrivalled access to regional Queensland, New South Wales, South Australia and Northern Territory.

Discover our Affordability

- Lower costs of living and doing business.

Discover our Amazing Lifestyle

- Infinite possibilities to explore the expansive landscape, and thrive in a unique and supportive environment.

"The booming resources industry means we thrive in South-West Queensland, enhanced by Roma's strategic location, our ability to retain staff as an employer of and the region's magnetic liveability."

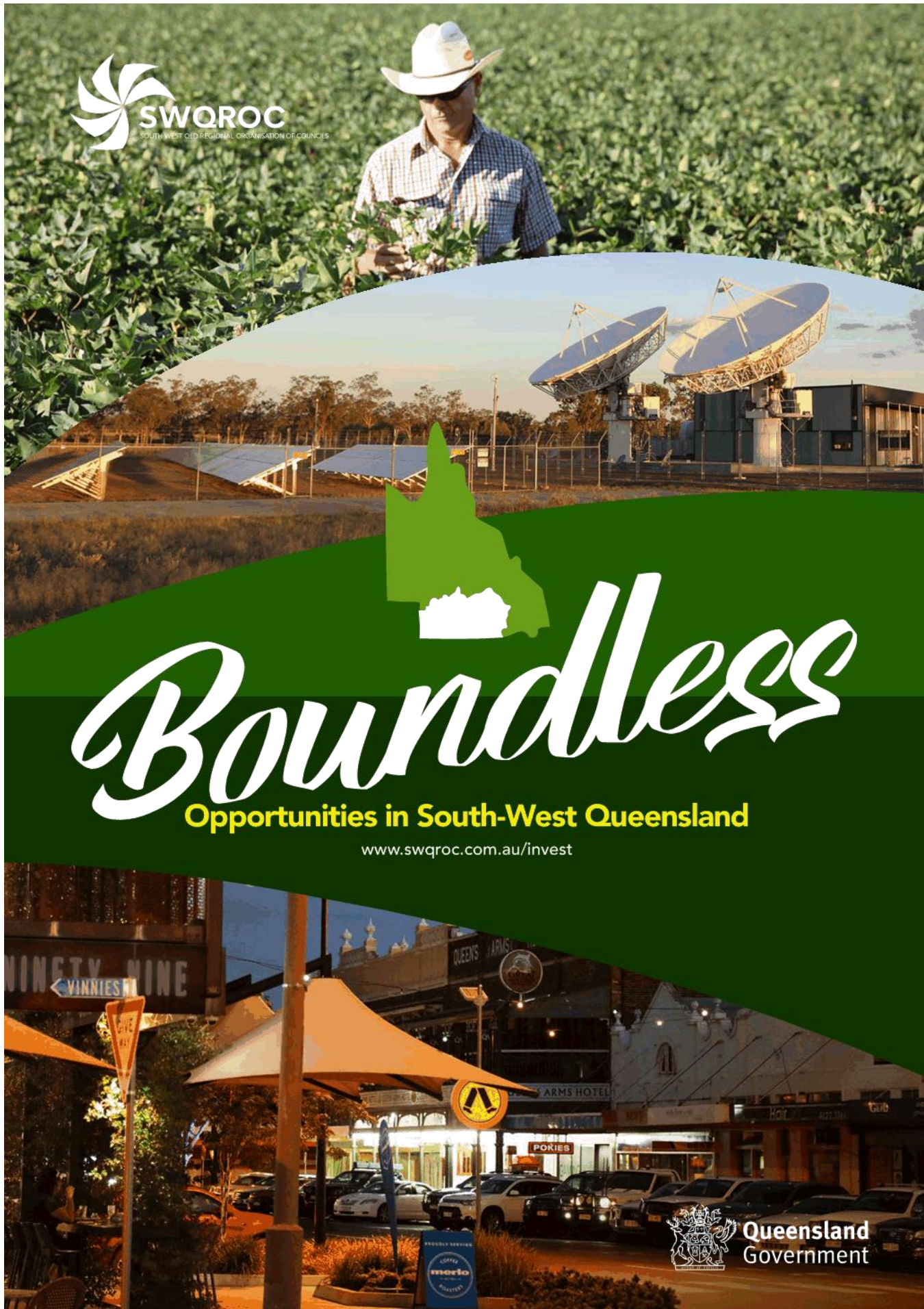
Peter Sharpe
CEO, Sharpe Engineering

Contact for More Information

Maranoa Regional Council
Tel: 1300 007 662
Email: council@maranoa.qld.gov.au
Web: www.maranoa.qld.gov.au

South West Queensland Regional
Organisation of Councils

XXXXXXX
XXXXXXXXXX
Tel: XXXXXXX
Email: XXXXXXXX
Web: WWWWWW




Boundless

Opportunities in South-West Queensland

www.swqroc.com.au/invest




Queensland
Government




Boundless

in South-West




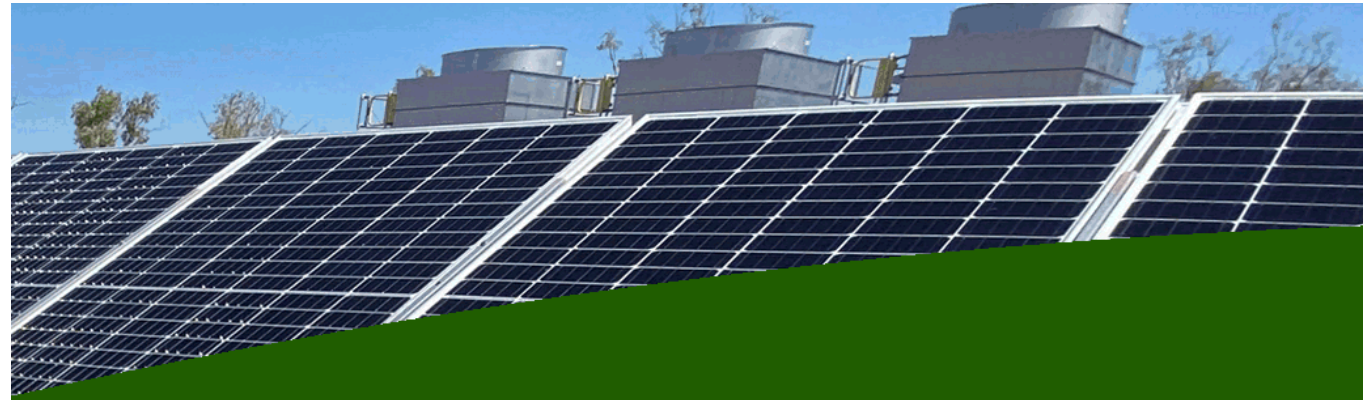
Discover our
Accessibility...



OVER
3,000 KMS OF
SEALED ROADS

Quality roads provide seamless connectivity. Fast internet speeds across the region. Frequent flights to Brisbane.





Opportunities

at Queensland

**Discover our
Amazing
Lifestyle...**



CAFE CULTURE MEETS OUTDOOR ADVENTURE

Dinosaur exhibitions, star gazing, Hunting, Motorbike riding, Water skiing, Jet skiing, sports of all kinds, world-class gymnasiums, endless running tracks and boundless options to choose from.

**Discover our
Affordability...**



\$318,034

MEDIAN HOUSE PRICE,

Compared with \$375,506 for Regional Queensland, \$458,360 for Queensland and \$569,690 for Australia.



**Queensland
Government**

Proudly funded by the Queensland Government's Remote Area Board Funding Program



Discover South-West Queensland

The South West region is a critical contributor to the Queensland economy, and has the ingredients to play an even greater, more diversified role. With a recent pipeline of significant infrastructure investment, the region is poised to attract a new wave of investment and economic opportunity.

Combining accessibility and affordability with a unique adventure lifestyle, SWQ has been experiencing significant economic growth, catalysing a range of opportunities to invest and do business in the region.

Legend

 Industrial Land

- 1 Roma Saleyards are the largest cattle saleyards in Australia
- 2 \$4M investment in the Morven Freight Hub
- 3 Enterprise centre as part of new civic space in Cunnamulla
- 4 Telstra 4G and high speed internet throughout most of the region
- 5 Eromanga Natural History Museum recently expanded
- 6 State of the art Visitor Information Centre in Thargomindah
- 7 Country Universities Centres in St George, Dirranbandi and Roma, providing dedicated study and learning spaces.





Discover our Accessibility...

SWQ's location and connectivity provides access and strong links to the broader region, Queensland, New South Wales and South Australia. With six principal airports, and direct connections to Brisbane, Toowoomba and Mount Isa, it's never been easier to access SWQ. All main roads are sealed to a high standard and major highways connect SWQ with New South Wales, South Australia and the Northern Territory. Recent investment in the rail network means there are increasing freight movement options too.



Discover our Adventure Lifestyle...

Locals love SWQ for the exceptional lifestyle, where it's possible to take advantage of the wonderful natural environment to get away from it all. Whether that's the exhilaration of jet skiing at local lakes, horse riding through the plains, or relaxing while gazing at the unspoilt night skies, work-life balance is perfectly achievable in SWQ.

- Unrivalled immediate access to nature, recreation and adventure.
- Unique natural environment.
- Infinite possibilities to explore the expansive landscape, including hiking, mountain biking and horse riding.
- Local lakes, dams, and waterways for swimming, jet skiing and kayaking. All major towns have well-maintained public swimming pools.
- Family-friendly environment where kids can explore, play and enjoy the great outdoors.
- Wide open spaces and pristine night skies that provide world-class stargazing experiences.
- Sports and social calendar that provides year-round recreation possibilities.

Discover our Affordability...

- Highly competitive and favourable deals for commercial and residential land.
- Lower cost of doing business for rents and wages.
- Lower cost of living compared with Brisbane, Toowoomba and Queensland.
- \$318,034 median house price, compared with \$375,506 for Regional Queensland, \$458,360 for Queensland and \$569,690 for Australia. (source: Hometrack 2014-2018, Housing Valuation System on economy.id)
- Immediate investment opportunities to complement existing industry strengths.
- Developable land, designated industrial land and even 'plug and play' options.
- Industrial land in a variety of locations, with high degrees of connectivity, accessibility and access to services, including:
 - » Charleville Industrial Estate
 - » St George Aerodrome
 - » Quilpie Industrial Land
 - » Cunnamulla Industrial Land
 - » Roma industrial areas
 - » Thargomindah Airport



Welcome to South West Queensland...

...a place of immense natural resource, talent and enterprise. More than that, a region that people and businesses are proud to call home. A strong foundation of key industries complemented by major infrastructure projects and a steady investment pipeline combine to elevate SWQ to a place of boundless opportunities.

Affordable land contributes to lower costs for establishing and operating a business. Recent investment in major infrastructure, including utilities and digital connectivity has brought additional capacity to the region, establishing a solid foundation for new development. With consistent ongoing investment in infrastructure the region boasts sealed, good quality highways between all major towns, as well as excellent inter-state connectivity through heavy transport corridors.

**OVER
320,000m²**

an area about the same size as the whole of Malaysia, representing almost a fifth of Queensland.

Major recent investment in communications, mining, tourism and transport, is set to continue with a strong infrastructure pipeline over the next few years.

With an appealing 'outback' lifestyle that meets and exceeds contemporary expectations for services, facilities and raising a family, this is a place where hard work is rewarded with a convenient lifestyle offer.

SWQ punches well above its weight in economic growth, outstripping Queensland overall, and it's a place of many diverse riches and experiences. The gas industry is centred around Roma with Origin Energy, Santos, Senex and APA having operations in the region. The latest agricultural developments are to be found in Balonne and the main town of St George, with farmers increasingly adding value to their product within the region. Charleville boasts a diverse economy, with health, tourism and a new industrial precinct as major drawcards, complemented by the Morven Freight Hub road-rail connection. Paroo is the centre of sheep and goat grazing, with the Cunnamulla Fella representing the long history of working the land. Quilpie's focus is agriculture and mining complemented by the pull of natural history tourism. Bulloo boasts an array of energy and resources industries, ethical agriculture and innovative small businesses.

Across the region, tourism is a big drawcard for the grey nomads, complemented by an increasingly diverse market of families and new visitors to the region as more Australians discover their backyard.

Many small business operators have selected the region as an ideal place to operate, benefiting from the excellent lifestyle complemented by affordable premises, fast digital connectivity and supportive business community. South West Queensland offers boundless opportunities in a place that is ready made for business.

**SOME OF THE
FASTEST
INTERNET SPEEDS**
in regional Australia

**UNTAPPED POTENTIAL IN
EMERGING
INDUSTRIES**

- Apiculture
- Goats And Macropods
- Renewable Energy
- Agtech and Education
- Diversified tourism





Regional Overview

STRONG FOUNDATIONS

Solid growth and strengths across a range of industries

- Largest livestock selling centre in Australia at Roma Saleyards, including recent investment in an \$8.6m Multi Purpose Facility.
- Horticulturalists at the forefront of innovation in seeking the highest and best value crops on prime agricultural land.
- Excellent intra and interstate connectivity across transport modes, including high-quality sealed roads, frequent-service flights and rail with opportunities for freight and tourism.
- For tourists, the region offers the definitive outback experience, including a unique array of attractions such as Eromanga Natural History Museum and Charleville Cosmos Centre. Exciting new developments are on their way including spagazing.

SUCCESSFUL TRACK RECORD

Recent investments in key infrastructure

- Completion of the \$4.2m Morven Freight Hub, providing a state-of-the-art facility including liveweight scales. Cattle trucks can load up to 1,000 head per train direct to a choice of processors.
- Major tourism infrastructure investment of over \$12m, including the recently expanded Eromanga Natural History Museum, Charleville Cosmos Centre, Dig Tree Visitor Centre, and The Big Rig Oil Gas and Energy Centre.
- Creation of new \$3m Charleville Industrial Precinct, with 21 lots for new businesses.
- \$7.2m to boost digital connectivity with high-speed, reliable internet access to the more remote parts of the region.

INVESTMENT PIPELINE

- Major sustained investment in roads and transport infrastructure.
- Upgrade to Warri Gate Road, which will provide continuous sealed road connection through to Western NSW and SA.

OVER  **6 Airports**
with additional smaller airports

NEWEST
MULTIMODAL TRANSPORT
hub in Australia

8.3%
OF JOBS IN TOURISM



OVER
\$2.7bn
GROSS REGIONAL PRODUCT



TOP INDUSTRIES by value added

- 1. Mining \$1.2B**
- 2. Agriculture \$533M**
- 3. Health Care \$137M**



GRP GROWTH RATE
+3.5%
with an average annual growth rate of 3.5% over past five years, above 2.2% average in Queensland overall





OVER
\$1.2B OF
REGIONAL
AGRICULTURAL
OUTPUT

LARGEST KNOWN
PROVEN
RESERVES
OF COAL SEAM GAS

DEDICATED, ACCESSIBLE
INDUSTRIAL
AREAS

Agri-business

Large and diversified agricultural sector, with key products including beef, sheep, grains, cotton and a diverse range of other crops including fruit and vegetables. The region has significant water resources, including the Balonne River, Beardmore Dam and Jack Taylor Weir. There are significant opportunities in the region for expansion including intensive horticulture, food processing, livestock and many value-adding opportunities of local products.

Opportunities include:

- Beef, game and sheep processing, butchery and packaging.
- Application of new technologies, such as biofuel production.
- Aquaponics, making use of plentiful local water sources.

Energy and Resources

Rich in natural resources, including natural gas and opals. The Coal-Seam Gas industry has expanded greatly over the last decade to supply LNG export facilities in Gladstone. Beyond expanding the existing resources, there are numerous opportunities to build local capacity amongst numerous supply chains to support existing operations.

Opportunities include:

- Development of Waste to Energy facility.
- Renewable energy production.
- Electrical storage technologies.

Industrial

Given the buoyant agri-business and energy and resource sector locally, there are a variety of industrial opportunities, including engineering and metal working. Additionally, new ventures, such as tyre recycling, waste management and more offer further industrial opportunities. There are numerous industrial parks across the region, providing well-suited and affordable options for new business.

Opportunities include:

- Engineering, metal working and supplies to agriculture and mining.
- Tyre recycling.
- Waste management and recycling.



THRIVING
**MINING &
AGRICULTURAL**
SECTORS GENERATE DEMAND

ALMOST
**\$20M RECENTLY
INVESTED**
IN TOURISM ASSETS

HOUSING LAND FROM
**\$2K PER
BLOCK**

Distribution and Logistics

Occupying a unique and strategically located position, providing easy access to Queensland, New South Wales, South Australia and the Northern Territory, utilising major in-land highways and rail corridors. New infrastructure, including the Morven Freight Hub and the proposed Warri Gate Road upgrade further support new logistics and distribution operations.

Opportunities include:

- Local distribution hubs.
- Freight and logistics services and roadhouses.
- Testing latest drone technology.

Tourism and Events

Welcoming almost 1 million visitors annually and beloved for its distinct Country Queensland and Out-back Character. The strong base of visitor attractions, including the Cunnamulla Fella, Charleville Cosmos Centre, Baldy Top in Quilpie, the Carnarvon National Park and numerous other Out-back landscapes are perfect for plentiful outdoor and camping options. A wealth of opportunities exist including the creation of new accommodation as well as new tourism experiences, tours and events.

Opportunities include:

- Operators for experiential and package tourism.
- Car and 4WD hire.
- Establishing new accommodation, particularly for higher-end of market.

Property Development

Many opportunities for new property developments, including housing, service worker accommodation, tourism accommodation and more. Across the region, there are opportunities to purchase old Outback Pubs as well as other existing businesses.

Opportunities include:

- New housing development for sale and rental.
- Purchasing pubs and caravan parks.





SWQ Success Stories

SETTING NEW STANDARDS

Established in 2014 as a multi-disciplinary energy construction company, Ago Vires employs 25 staff across multiple worksites and now serves three states (Qld, NT and SA), continuing to grow from its base in Thargomindah. Tailored to meet the needs of regional clients, the company provides services to oil, gas, government and energy companies in remote and isolated regions of Australia. Ago Vires has evolved client credibility through their employees and delivery of quality, health and safety and project cost savings.

"South West Queensland offers the perfect location for our business, and with its high degree of connectivity both intra and interstate we can easily manage the movement of staff across our project portfolio."

Marco Otaola
Managing Director

Ago Vires has worked with a range of industry-leading clients, including Senex, Bridgeport, Strike, Central Petroleum, Santos and Icon Energy. Illustrating their innovative approach to service delivery, Ago Vires also hold two Australian Post mail contracts and are distributors for BOC, Riverina, HR Products and Plasson.

COMMUNICATING THE BIGGER PICTURE

Committed to rural and regional Australia, Arcadian Communications is a St George based corporate communications, research, engagement and strategy agency. Working with all levels of government and rural and regional corporations, Arcadian is committed to supporting the development and long-term sustainability of rural and regional Australia.

Founder Bec Lomman settled in St George in 2012, and quickly found opportunities for a range of small business ideas before establishing Arcadian in 2013. Bec felt that living in a remote rural community shouldn't be a barrier to establishing a thriving professional services business and is now reaping the benefits of successfully working with clients across Queensland while enjoying all the lifestyle benefits of South West Queensland.

"With an increasing demand for knowledge-intensive services across the regional economy, Arcadian can compete for and deliver a range of professional services to government and business across the State, giving us a great balance of being able to produce and deliver important and meaningful work, while also having more time, flexibility and freedom to raise a young family in a supportive and inclusive community."

"We have been so fortunate to have such interesting and special professional and personal opportunities and experiences since living here, which I honestly believe we would not have had in our old 'big city' lives."

Bec Lomman, Founder
Arcadian Communications

AUSTRALIAN SUPER COTTON

Rogan Pastoral Company is a third-generation family cotton farming operation and is the home of Australian Super Cotton. Growing upland cotton at St George since 1976 Super Cotton is Australia's only remaining dedicated grower of Australia's Long Staple (ALS) cotton since its inception in 2007.

Australian Super Cotton was launched and trademarked in 2012 and can value add to brand owners via "ingredient marketing". The brand has multiple layers including the Australian family farming story, high quality and care for the natural environment and was designed to position Australian cotton against other competing nations such as America and Egypt.

"We do everything here to grow and promote this extraordinary crop, from bed renovation to fertilising, planting, cultivation and harvesting, and we're continually looking at ways to add further value within the region. We know from CSIRO research that ALS cotton can go into many high-quality yarns and fabrics"

Glenn Rogan
Owner/Manager
Australian Super Cotton &
Rogan Pastoral Company





CUTTING EDGE TECH IN THE REGIONS

Imagine using the latest technology to promote your brand or place in an immersive way using smarts that most people have available in the palm of their hand. LiveOrbis allows organisations such as major tourism agencies to let consumers step right into their world wherever they happen to be. Using Augmented Reality technology, experiencing the immense beauty of the Whitsundays for example is as easy as stepping through a virtual doorway appearing on their smartphone camera screen.

Serial entrepreneur Geoff Pike founded Live Orbis in 2016 after a conversation with his son about how amazing it would be to bring faraway places closer. A few years conducting research, developing software and implementing innovative ideas, and LiveOrbis was born. Enabled by great digital connectivity, much of LiveOrbis's technical work is done in India and Belgium, but driven through Geoff's entrepreneurial flair from his home in Thargomindah, proving that geography presents no barrier to starting and growing small business in South West Queensland.

"The LiveOrbis web platform was created with widespread utilisation in mind, a comprehensive one-stop-shop for AR development that places the business in control of connecting dynamically with their customer, completely independent and conducive. The ability to use a platform with nil programming skills means that it's possible for every business (regional, remote or metropolitan) to have a stake in the AR commercial opportunity."

Geoff Pike,
Founder,
Live Orbis

COMMITTED TO QUALITY

Offering quality accommodation to service the tourist and business traveller markets, Quilpie Motor Inn is an established feature of Quilpie's unique landscape. Located a stone's throw from the local pub, shops and post office, the motel is ideally placed to introduce visitors to the local hospitality.

While meeting the needs of business and tourist travellers for many years, Quilpie Motor Inn continues to diversify and take advantage of emerging opportunities. Recently, package tours have been launched that bundle together accommodation, a sunset grazer station tour and a trip to the Eromanga Natural History Museum.

"Quilpie and the region has a lot going for it, and with the recent re-focus on Aussies discovering their own backyard, we know there's lots to offer. Looking ahead, we see many opportunities in catering for an increasingly mixed visitor market."

John Gollan
Owner
Quilpie Motor Inn

PERFECT BUSINESS LOCATION

Drawn to the untapped potential of an idyllic spot by the water, Warrego Riverside Tourist Park was established by Judy Roberts nearly ten years ago. Covering an area of 32 acres, the park caters for caravaners and campers with 30 powered sites and endless space by the side of the river.

A typical season sees the park welcoming 3,500 vans with many returning year on year. The favoured spot is now a destination in its own right with scores of loyal visitors making it their end point on epic trips from either the east or the west.

"There's endless opportunity here for the tourism industry, with unmet demand for larger tour groups and great potential for more product that taps into health and wellness."

Judy Roberts, Manager
Warrego Riverside Tourist Park





Invest in South-West Queensland

Discover more about our Accessibility, Adventure Lifestyle and Affordability.

SWQROC (South West Queensland Regional Organisation of Councils) represents the six local governments of the South West Queensland region, advocating for and championing its interests.

How We Can Help

SWQROC, in conjunction with its six member local governments, can provide a range of services to potential investors, including:

- Providing further, more detailed information regarding investment opportunities
- Providing introductions to the local government authorities and other important organisations
- Supporting clients to investigate the region further with site inspections
- Providing information regarding potential investment incentives

Contact for More Information

South West Queensland Regional Organisation of Councils

Simone Talbot,
Executive Officer

Tel: 0427 990 201

Email: simone.talbot@swqroc.com.au

Web: www.swqroc.com.au

OFFICER REPORT

Meeting: Ordinary 23 June 2021

Date: 15 June 2021

Item Number: L.7

File Number: D21/47774

SUBJECT HEADING: Request for Approval to Refurbish Buildings at C&K Maranoa Kindergarten.

Classification: Open Access

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

Executive Summary:

Council has received correspondence from The Creche & Kindergarten Association Limited seeking consent to proceed with scheduled maintenance of a Council owned building, pursuant to the requirements of their lease agreement.

Officer's Recommendation:

That Council provide in-principle consent to The Creche & Kindergarten Association Limited to proceed with the scheduled maintenance to the Council owned buildings at 49 Bungil Street, Roma.

Individuals or Organisations to which the report applies:

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

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

The Creche & Kindergarten Association Limited

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 The Creche & Kindergarten Association Limited seeking consent to refurbish a Council owned building. It is a requirement of the current lease agreement that no alterations be done prior to gaining Council consent.

The request for consent is accompanied with a detailed Quotation from SJH Builders. This quotation is available if Councillors wish to view the document.

The works quoted include:

- Preparation and painting of exterior play equipment as per scope of works.
- Re-painting of external structures on both buildings
- Re-painting of internal structures on both buildings
- Building 1, All building works that are outlined in the scope of works. Includes all materials and labour.
- Building 2, All building works that are outlined in the scope of works. Includes all materials and labour.
- Skip bin hire.

Background:

Has anything already happened in relation to this matter?

(Succinct overview of the relevant facts, without interpretation)

The C&K Maranoa Kindergarten is located at 49 Bungil Street, Roma on Council owned freehold land. Described as Lot 13 on R8613.

The Creche & Kindergarten Association Limited has held a lease over the facility since the lease was amended from its former Lessee in August 2016. The current Lease is due to expire 30 June 2022.

The Current Lease Rent is \$1.00 per annum + GST (if demanded by the Lessor).

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)

Lease Agreement

7. Alterations

7.1 No Alterations Without Consent

The Lessee will not make any structural or other alterations or additions to the Premises or appurtenances in the Premises or the Air Conditioning Equipment or the Fire Equipment without first submitting full detailed drawings and other specifications of the proposed works and particulars of the materials proposed to be used and obtaining the Lessor's consent in writing. The Lessor's consent may be granted upon whatever terms and conditions the Lessor in its absolute discretion thinks fit. If the Lessor grants its consent it will be a condition of that consent that the works are carried out under the supervision of the Lessor's architect. The Lessee will pay to the Lessor immediately on demand all costs and expenses incurred by the Lessor including architect's and other consultants fees payable by the Lessor whether consent is granted or not.

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)

Nil

Funding Bodies:

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

Nil

This Financial Year's Budget:

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

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

Nil

Future Years' Budgets:

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

Nil

Impact on Other Individuals or Interested Parties:

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

(Interested Parties Analysis - IS9001:2015)

Nil

Risks:

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

Risk	Description of likelihood & consequences
Nil	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 provide in-principle consent to The Creche & Kindergarten Association Limited to proceed with the works as quoted.

The Creche & Kindergarten Association Limited has held a Lease over this facility since 12 August 2016. The current lease requires the Lessee to pay nominal lease fee of \$1.00 annually.

This is an opportunity for Council to add value to the facility at no cost to Council. Furthermore the Lessee has indicated their intent to use a local builder for the works. In this instance, the builder isn't currently on Council's vendor panel and does not generally engage work for Council.

Recommendation:

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

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

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

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

That Council provide in-principle consent to The Creche & Kindergarten Association Limited to proceed with the scheduled maintenance to the Council owned buildings at 49 Bungil Street, Roma.

Link to Corporate Plan:

Corporate Plan 2018-2023

Strategic Priority 4: Growing our region

4.10 Facilities

Supporting Documentation:

Nil.

Report authorised by:

Manager - Facilities (Land, Buildings & Structures)

Deputy Chief Executive Officer/Acting Director Infrastructure Services

OFFICER REPORT

Meeting: Ordinary 23 June 2021

Date: 17 June 2021

Item Number: L.11

File Number: D21/48507

SUBJECT HEADING: Recommendation to Procure One (1) 4WD / AWD Backhoe Loader

Classification: Open Access

Officer's Title: Operations Manager - Plant, Fleet & Workshops

Executive Summary:

Assessment and recommendation from quotations received for the supply & delivery of one (1) 4WD / AWD Backhoe Loader.

Officer's Recommendation:

That Council:

1. Select RDO Equipment for the purchase of one (1) John Deere 315SL Backhoe for the purchase price of \$201,300.00 including GST, excluding CTP and registration.
2. Authorise the Chief Executive Officer (or delegate) to enter final negotiations with RDO Equipment and raise a purchase order if the final terms are acceptable.

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).

RDO Equipment (Vermeer and John Deere equipment)
Hasting Deering (Australia) Limited
CNH Australia (Case)

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
GST	Goods & Services Tax
MRC	Maranoa Regional Council
CTP	Compulsory Third Party insurance
OEM	Original Equipment Manufacturer
YOM	Year of Manufacture
FY	Financial Year

mm	Millimetre
m ³	Cubic meters
kW	Kilowatt-hour
RPM	Revolutions per minute
Kg	Kilogram
SCR	Selective Catalytic Reduction
CVR	Capital Value Register
AV	Auction Value

Context:

Why is the matter coming before Council?

The proposed contract value is below \$200,000.00 excluding GST, however some of the received quotations exceed \$200,000.00 excluding GST.

Background:

Has anything already happened in relation to this matter?

(Succinct overview of the relevant facts, without interpretation)

The approved 2020-21 Plant Investment Program has an allocation for the procurement of one (1) Backhoe Loader for Council's Maintenance, Delivery & Works Department to replace P179 Komatsu 97S Backhoe Loader.

Plant #	Description	YOM	Hours
179	Komatsu 97S Backhoe Loader	2008	4961.00

Quotations were sought via Vendor Panel for the supply and delivery of One (1) 4WD / AWD Backhoe Loader (VP228721).

The following four (4) makers were selected from the pre-approved suppliers list as they have a permanent presence within the Maranoa region.

CNH Australia (Case) (Responded)
Hastings Deering (Australia) Limited (Responded)
Komatsu Australia Pty LTD
RDO Equipment (John Deere) (Responded)

Assessment Criteria

The submissions were assessed using the following criteria and weightings:

Criteria 1.	Price & Resale	50 points
Criteria 2.	Warranty	15 points
Criteria 3.	Availability	5 points
Criteria 4.	Specification Conformity & Suitability	5 points
Criteria 5.	Servicing/Whole of Life Costs	10 points

Maranoa Regional Council

Ordinary Meeting - 23 June 2021

Criteria 6. Local Content

15 points

Table 1. lists the main detail of the offered backhoes, the pricing and scoring awarded for each criteria.

Table 1.					
Supplier	Hastings Deering	RDO Equipment	RDO Equipment	CNH Australia	
Business Address	1123 Beaudesert Rd Acacia Ridge 4110	166-170 Magnesium Dr Crestmead 4132	166-170 Magnesium Dr Crestmead 4132	31-53 Kurrajong Rd St Marys 2760	
Make	Caterpillar	John Deere	John Deere	New Holland	
Model	432	315SL (2021)	315SL (2019)	B110B	
Operating Weight (kg)	10,250KG	8,500	8,500	8,500	
County of Manufacture	United Kingdom	USA	USA	Italy	
C1. Price & Resale					
Price incl GST	\$ 245,740.00	\$ 214,500.00	\$ 201,300.00	\$ 201,969.74	
Price excl GST	\$ 223,400.00	\$ 195,000.00	\$ 183,000.00	\$ 183,608.85	
Resale estimate (10Y/5000hrs)	\$ 54,545.45	\$ 45,454.54	\$ 40,909.09	\$ 31,818.18	
Result (cap ownership cost)	\$ 168,854.55	\$ 149,545.46	\$ 142,090.91	\$ 151,790.67	
C1. Score (50)	41.9	47.4	50.0	47.1	
C2. Warranty					
Whole Machine Warranty (Years)	5	5	5	5	
Whole Machine Warranty (Hours)	5,000	5,000	5,000	5,000	
Power and Drive Train (Years)	5	5	5	5	
Power and Drive Train (Hours)	5,000	5,000	5,000	5,000	
Travel included?	Yes	Yes	Yes	No	
Nearest Warranty Service Centre	Toowoomba	Roma	Roma	Roma	
C2. Score (15)	15.0	15.0	15.0	13.0	
C3. Availability					
Availability (weeks)	5 weeks	8 weeks	8 weeks	8 weeks	
C3. Score (5)	5.0	2.0	2.0	2.0	
C4. Specification Conformity & Suitability					
Non conformities	1	2	2	0	
C4. Score (5)	4.0	3.0	3.0	5.0	
C5. Servicing/Whole of Life Costs					
Servicing	8.0	8.0	9.0	9.0	
C5. Score (10)	8.0	8.0	9.0	9.0	
C6. Local Content					
Star Rating	★	★★	★★	★★	
C6. Score (15)	3.0	6.0	6.0	6.0	
Assessment Result (100):	76.9	81.4	85.0	82.1	

Criteria 1. Price and Resale

The purchase price and resale value accounts for 50 points of the total assessment weighting. The lowest cost result has been scored 50 points and all other responses were scored as a percentage of the lowest cost result. Disposal has been forecast for 10 years / 5000 hours. Auction Values were provided by Slattery Auctions Certified Practising Valuer No. 65556 on the 7th April 2021. CNH offered extended warranty at additional cost, whereas all other responses offered the extended warranty as a complimentary inclusion. For evaluation, the response from CNH has been assessed inclusive of the extended warranty in the purchase price. Overall, the John Deere 315SL (2019) provided the lowest purchase price and resale with a score of 50 points, followed closely by the John Deere 315SL (2021) with 47.5 points.

Criteria 2. Warranty

The Warranty account for 15 points of the total assessment weighting. The Warranty has been scored by subcategories worth 5 points each, with the John Deere 315SL scoring 15 points, shortly followed by Hasting Deering at 14 points and CNH 13 points. CNH does not offer free travel included for warranty work. Hasting Deering do not have a service center within the Maranoa but do have field service technicians and service vehicles located within the Maranoa. RDO Equipment has a service centre in the Maranoa (Vanderfield RDO).

Criteria 3. Availability

Availability accounts for 5 points of the total assessment weighting. Hasting Deering scored 5 points for availability of 5 weeks. All other responses estimated 8 weeks delivery from receipt of order.

RDO Equipment have since advised they do have the 315SL (2019) Backhoe currently in stock and available for predelivery fitment.

Criteria 4. Specification Conformity & Suitability

Specification Conformity & Suitability accounts for 5 points of the total assessment weighting. Specification provided Attachment A.

List of specification variations:

- Caterpillar 432: Partial comply with Specification 3. C) No front differential Lock available.
- John Deere 315SL: c) LSD front diff, mechanical locker on the rear
- John Deere 315SL: c) Radial lift
- New Holland B110B: d) No front mudguards

Although not the preferred specification, none of the variations result in non-conforming machines.

Criteria 5. Servicing & Whole of Life Costs

Servicing & Whole of Life Costs account for 10 points of the total assessment weighting. Hasting Deering and RDO Equipment both offer an online tracking subscription for the life of warranty included in the quotation. New Holland offers a basic telematics install with 10-year subscription for an additional cost of \$4070.00 including GST. RDO Equipment has included a complimentary first service at 500 hours. New Holland has included a complimentary free service at 100 hours. Hasting Deering has not included any free services with their submission. Hasting Deering fuel burn data indicates medium burn rate of 11.4 – 17 liters per hour for the Caterpillar 432, compared with 7.1 liters per hour for the John Deere 315SL and 6.5-8.5 liters per hour for the New Holland B110B. All machines indicate filters are similarly priced, however the John Deere cutting edges are more costly when compared with the other models:

Cat432 cutting edge \$253.70

JD315SL cutting edge \$760.06

New Holland B110B cutting edge \$495.00

Note: As the intended location of this Backhoe Loader in Injune it is envisaged that general servicing and minor repairs will be carried-out by local service providers.

Criteria 6. Local Content

Maranoa Regional Council

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Star Rating – Local Content	Criteria to be Met (<u>All</u> in each category)	Public Benefit
 15 Points (tenders) 10 % Price (quotes)	<ul style="list-style-type: none"> 100% ownership (or Directors) live in the Maranoa region 90% employees residents of the Maranoa region Head office is in the Maranoa region <p><i>NB: an exception to these requirements exists in the case of locally-established businesses that have expanded to other regions (i.e. not all employees need to be residents of the Maranoa region. The business must maintain a presence in the Maranoa region (head office/ home office) and directors/owners must continue to reside in the Maranoa region.</i></p>	<ul style="list-style-type: none"> Individual company's profits and majority of salaries/wages stay within the Maranoa region. Strong investment in the Maranoa region. Demonstrated that benefit of tender is not about increasing the profit of an individual – benefit is spread within the community. Enables Council to report on tangible/actual public benefits. Does not deter businesses from expanding their operations to neighbouring regions. Increased profit to be reinvested locally.
 12 Points (tenders) 8 % Price (quotes)	<ul style="list-style-type: none"> > 75% ownership (or Directors) live in the Maranoa region > 75% employees residents of the Maranoa region Head office is in the Maranoa region 	<ul style="list-style-type: none"> Significant funds (profits and salaries/wages) stay within the Maranoa region. Strong investment in the Maranoa region. Majority of ratepayer funds reinvested in the local economy. Enables Council to report on tangible/actual public benefits.
 9 Points (tenders) 6 % Price (quotes)	<ul style="list-style-type: none"> 1 or more owners/ Directors live in the Maranoa region. > 25% employees are residents of the Maranoa region Office/Branch in the Maranoa region 	<ul style="list-style-type: none"> Majority of funds (profits and salaries/wages) stay within the Maranoa region. Investment in the Maranoa region. Majority of ratepayer funds reinvested in the local economy. Enables Council to report on tangible/actual public benefits.
 6 Points (tenders) 4 % Price (quotes)	<ul style="list-style-type: none"> The business/entity is a ratepayer in the Maranoa region (e.g. commercial, industrial, rural ratepayer for a period of 2+years) Employs residents of the Maranoa region Office in the Maranoa region 	<ul style="list-style-type: none"> Majority of profits leave the Maranoa region, but the majority of salaries/wages stay within the Maranoa region, and creates local employment with investment in the Maranoa region. Majority of ratepayer funds reinvested in the local economy. Enables Council to report on tangible/actual public benefits.
 3 Points (tenders) 2 % Price (quotes)	<ul style="list-style-type: none"> The business/entity is a ratepayer in the Maranoa region (e.g. commercial, industrial, rural ratepayer or commercial lessee (<2 years) in the Maranoa region (incl. startup businesses) Employs residents of the Maranoa region Office in the Maranoa region 	<ul style="list-style-type: none"> Benefits broader regional economy. Majority of ratepayer funds reinvested in the local economy. Enables Council to report on tangible/actual public benefits. Recognises the importance of startup businesses

*For the purpose of the local content assessment, Field service technicians with support vehicles based in the Maranoa have been accepted in place of 'an office' as this reflects the current business model for machinery after sales service and support.

RDO Equipment is the only vendor with a branch and workshop located in the Maranoa and has been awarded 2 Stars for local content.

Note: RDO acquired the Queensland John Deere dealership 'Vanderfield' in late 2019.

Hasting Deering has been awarded 1 star as a long-term lessee, employer of a resident of the Maranoa and a operate a mobile field service vehicle in the Maranoa.

Brown & Hurley Roma (offer supplied by CNH Australia) have a service centre in the Maranoa and have been awarded 2 stars for local content.

Result:

Overall the highest score of 85 has been obtained by RDO Equipment for the 2019 315SL Backhoe. The recommended backhoe has been approved by the user department as a suitable machine, has excellent extended warranty, best purchase price, has a local service centre in the Maranoa, and is currently available.

Operator Feedback:

The specification was reviewed and approved by the Team Coordinator - Maintenance, Delivery & Works Central/North and the Team Leader – Town & Surrounds (Injune) - Maintenance Delivery & Works - North & Central prior to advertisement. Feedback has again been sought on the recommended machine with the below operator feedback received:

"[supervisor & operator] inspected & operated the backhoe in the Vanderfield/RDO yard. Initial impressions were the machine would be suitable for our operations. The controls were well thought out and accessible, the machine seemed to have adequate power and breakout force (we didn't do any excavation, only stockpile work). The machine had good stability whilst driving and maneuvering and adequate operator comfort. Access to engine bay was simple and all routine checks were able to be easily performed. My overall impression of the machine is that it would be suited to meet our operational requirements in the Injune T&S setting assuming it is optioned appropriately."

D21/32599 Maintenance Delivery & Works - Operator Feedback - John
Deere 315SL Backhoe – April 2021

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 proposed engagement satisfies the requirements of the s234 of the *Local Government Regulation 2012*. Local Buy's panel of suppliers for Earth Moving Equipment (NPN2.15) is a local government /LGAQ arrangement; therefore a formal tender process is not required.

LOCAL GOVERNMENT REGULATION 2012 - REG 234

Exception for LGA arrangement

234 Exception for LGA arrangement

(1) A local government may enter into a contract for goods and services without first inviting written quotes or tenders if the contract is entered into under an LGA arrangement.

(2) An

"LGA arrangement" is an arrangement that—

(a) has been entered into by—

(i) LGAQ Ltd.; or

Note—

See section 287 of the Act.

(ii) a company (the

"associated company") registered under the Corporations Act, if LGAQ Ltd. is its only shareholder; and

(b) if LGAQ Ltd. or the associated company were a local government, would be either—

(i) a contract with an independent supplier entered into under section 232 by LGAQ Ltd. or the associated company; or

(ii) a contract with an independent supplier entered into under a preferred supplier arrangement under section 233.

(3) An

"independent supplier" is an entity other than a subsidiary (a

"relevant subsidiary") of LGAQ Ltd. or the associated company under the Corporations Act.

(4) Despite subsection (2) (b), an

"LGA arrangement" may include a contract with a relevant subsidiary from a register of pre-qualified suppliers or a preferred supplier arrangement with a relevant subsidiary if the arrangement is approved by the Minister.

(5) For deciding whether to approve an LGA arrangement under subsection (4), the Minister—

(a) must have regard to the sound contracting principles; and

(b) may ask LGAQ Ltd. or the associated company to give the Minister information or documents relevant to the arrangement.

Examples of relevant information or documents—

- information or documents relating to assessment of the relevant subsidiary's suitability to be on the register of pre-qualified suppliers or the tender process for the preferred supplier arrangement
- information or documents relating to the potential impact of the arrangement on local government employees

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 existing asset has reached replacement targets and has been identified in for replacement in Council's Plant Investment Program for 2020/2021. The quotation process adheres to Council's Procurement Policy, including evaluation methodology.

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)

Stephen Scott – Manager, Maintenance Delivery & Works

D21/32599 Lee Jackson - Team Coordinator - Maintenance, Delivery & Works
Central / North

D21/27907 Kyle Baxter, JP No. 79544/ AAPI (P&M) Certifies Practicing Valuer No. 65556, Senior Valuer - Slattery Auctions

The user department has approved the proposed procurement of the recommended machine.

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 2020/2021 Capital Plant Budget has funding of \$225,000.00 excluding GST for the acquisition of one (1) Backhoe.

The purchase price of the recommended Backhoe is \$183,000 excluding GST, there is sufficient funds in the Plant Capital fund for this purchase.

Expenditure will be assigned to General Ledger 6551.6075.2005 (Plant Capital Works-Heavy Plant Purchase-Capital Purchase).

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)

It is forecast the Backhoe will accumulate 500 hours per year and reach its replacement target of 10 years / 5000 hours in the year 2030/2031.

Impact on Other Individuals or Interested Parties:

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

The following companies who have submitted quotations, their primary interest is the sale of their goods and ongoing business through parts and servicing.

CNH Australia (Case) (Responded)

Hastings Deering (Australia) Limited (Responded)

RDO Equipment (John Deere) (Responded)

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
Reduced productivity and increased costs	Inevitably the reliability of the current backhoe is decreasing as it progressively deteriorates from age and use leading to more downtime and increases in the ongoing cost of maintenance and repairs.
Increased future replacement costs	Deferring will likely see the overall replacement cost increase, the purchase price of the replacement machine is likely to increase whilst the disposal (market) value of the incumbent machine will decrease, this was demonstrated with the deferral of the 5m ³ Loader from the 2019/20 FY to the 2020/21 FY, the purchase price

increased by \$29,400.00 excluding GST.

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)

Officer's Recommendation:

That Council:

1. Select RDO Equipment for the purchase of one (1) John Deere 315SL Backhoe for the purchase price of \$201,300.00 including GST, excluding CTP and registration.
2. Authorise the Chief Executive Officer (or delegate) to enter final negotiations with RDO Equipment and raise a purchase order if the final terms are acceptable.

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?

The recommendation does not contravene any known Council Policies.

Link to Corporate Plan:

Corporate Plan 2018-2023

Strategic Priority 5: Managing our operations well

5.6 Plant, fleet, workshops and depots

Supporting Documentation:

- | | | |
|---|---|-----------|
| 1 | MEMO: Recommendation to procure one (1) 4WD / AWD Backhoe Loader (<i>Enclosure</i>) | D21/34681 |
|---|---|-----------|

Report authorised by:

Manager - Procurement & Plant

Director - Corporate & Community Services

NOTICE OF REPEAL OR AMENDMENT OF RESOLUTION

Meeting: Ordinary 23 June 2021

Date: 4 June 2021

Item Number: L.8

File Number: D21/44402

SUBJECT HEADING: Roma Saleyards Multipurpose Facility

Classification: Open Access

Officer's Title: Deputy Director / Strategic Road Management

Original Resolution Meeting Date: 24 March 2021

Resolution Number: OM/03.2021/101

Original Resolution:

That:

1. Council engage McCullough Robertson Lawyers to further investigate the defects at the Roma Saleyards Multi-Purpose Facility and potential causes of action arising from the defects.
2. The engagement be made in accordance with s 232 of the *Local Government Regulation 2012* that: Council is not required to invite written quotes from multiple entities if the contract is entered into with a supplier from a register of pre-qualified suppliers.
3. Council authorise the Chief Executive Officer (or delegate) to enter into final negotiations with McCullough Robertson Lawyers and raise a purchase order if the final terms are acceptable.

Recommendation:

That Council amend Resolution Number OM/03.2021/101 to read as follows:

That:

1. Council engage [a supplier from the Local Buy Legal Services panel](#) to further investigate the defects at the Roma Saleyards Multi-Purpose Facility and potential courses of action arising from the defects.
2. The engagement be made in accordance with s 232 of the *Local Government Regulation 2012* that: Council is not required to invite written quotes from multiple entities if the contract is entered into with a supplier from a register of pre-qualified suppliers.
3. Council authorise the Chief Executive Officer (or delegate) to enter into final negotiations with the preferred supplier and raise a purchase order if the final terms are acceptable.

Background:

At the meeting on 24 March 2021, Council considered a report regarding the Roma Saleyards Multipurpose Facility.

It is not possible to enact the resolution - a confidential report will be included in the agenda with further details.

This notice seeks to amend the previous resolution (OM/03.2021/101).

Supporting Documentation:

Nil

Notice prepared by:

Deputy Director / Strategic Road Management

PLANNING & BUILDING DEVELOPMENT REPORT

Meeting: Ordinary 23 June 2021

Date: 18 June 2021

Item Number: L.9

File Number: D21/49266

SUBJECT HEADING:

Changes to development conditions for the RCTC caravan park expansion (Ref: 2020/20118)

Classification:

Open Access

Officer's Title:

Lead Town Planner

Executive Summary: The Roma Clay Target Club (RCTC) is seeking minor changes to development approval reference 2020/20118, issued for the expansion of the caravan park located at 155 Geoghegan Road, Roma.

Officer's Recommendation:

That:

- a) Council issue a Decision notice (change application) to the Roma Clay Target Club;
- b) The Decision notice (change application) approve changes to development conditions in Attachment 1 of Decision notice 2020/20118 dated 16 December 2020; and
- c) The Decision Notice (change application) be accompanied by a development approval showing the following changes to Attachment 1 of Decision notice 2020/20118:

That Condition 27 be amended:

From:

Fencing is to be provided along the Geoghegan Road frontage extending from the western site access to the western elevation of the Club House, as generally shown in red on Approved Plan Number 202009503 - *Stage 3 Proposed Site Layout dated 23/06/20 (marked in Red)*. The fencing shall be provided to a height of 2.6 metres and consist of a 1.8-metre-high solid screen panel topped with a 300mm high panel of steel lattice erected with a gap of 500mm between the natural ground level and the bottom fence rail. The fencing shall avoid any disturbance to the existing trees along this site boundary.

Note: A building permit will be required to be issued prior to the construction of the fence.

To:

Fencing is to be provided along the Geoghegan Road frontage extending from the western site access to the western elevation of the Club House, as generally shown in red on Approved Plan Number 202009503 - *Stage 3 Proposed Site Layout dated 23/06/20 (marked in Red)*. The fencing shall avoid any disturbance to the existing trees along this site boundary.

The fencing shall be provided to a height of 2.6 metres for a minimum length of 10 metres extending westward from the western site access and along the same general alignment as existing fencing at the site, before gradually tapering down to a minimum height of 1.8 metres.

The section of fencing that is 2.6 metres in height shall consist of a 1.8-metre-high solid screen panel topped with a 300mm high panel of steel lattice erected with a gap of 500mm between the natural ground level and the bottom fence rail.

The remainder of the fence shall consist no less than a 1.2-metre-high solid screen panel topped with a maximum 300mm high panel of steel lattice erected with a gap of 500mm between the natural ground level and the bottom fence rail.

Note: A building permit will be required to be issued prior to the construction of the fence.

That Condition 46 be amended:

From:

Stormwater runoff from caravans and impervious surface areas is to be collected internally and piped generally in accordance with CMDG Guidelines D-5 'Stormwater Drainage Design' to the existing table drain on Geoghegan Road as a lawful point of discharge.

To:

Stormwater runoff from caravans and impervious surface areas is to be directed generally in accordance with CMDG Guidelines D-5 'Stormwater Drainage Design' to the existing table drain on Geoghegan Road as a lawful point of discharge.

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).

Council's decision regarding this matter is likely to affect:

- Members and associates of the Roma Clay Target Club; and
- Submitters to the originating application, Mr. Tom Eddy, Mr. Steve & Mrs. Sue Fitzgerald and Mr. Royce & Mrs. Melissa Kimlin; and
- Mr. Dale and Mrs. Leesa Waldron and Mr. Alec Waldron, who provided comments about the originating application.

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
RCTC	Roma Clay Target Club

Context:

Why is the matter coming before Council?

The development approval authorising the expansion of the caravan park was issued by Council resolution, and therefore any request to vary the approval should be determined by the elected Council.

Background:

Has anything already happened in relation to this matter?

(Succinct overview of the relevant facts, without interpretation)

- In December 2020 Council issued a development approval to increase the capacity of the caravan park at the RCTC from 44 sites to 68 sites.
- The approval was issued subject to 71 development conditions that were imposed, in part, to ensure adequate service levels were achieved and potential planning, environment and transport impacts were mitigated (conditions attached).
- A condition of the development approval (Condition 27) required an extension to existing screen fencing at the site, which was to be constructed along the Geoghegan Road frontage from the western site access to the western elevation of the Club House. Figure 1 below illustrates the fencing requirement/s.

- The fence was conditioned to match in with existing fencing and was to be 2.6 metres in height, consisting of a 1.8 metre high solid screen panel topped with a 300mm high panel of steel lattice erected with a gap of 500mm between the natural ground level and the bottom fence rail.
- The condition was imposed primarily to address privacy concerns raised by nearby resident/s. The resident/s were worried that the increased patronage would result in additional foot traffic between the caravan sites and the amenities located in the Club House (refer Figure 1 below for context). In other words, and importantly, the fence was not intended to screen out caravans (as was the case for the existing fence) but to ensure that people walking between the caravan sites and the club rooms could not be seen by nearby residents and vice-versa.

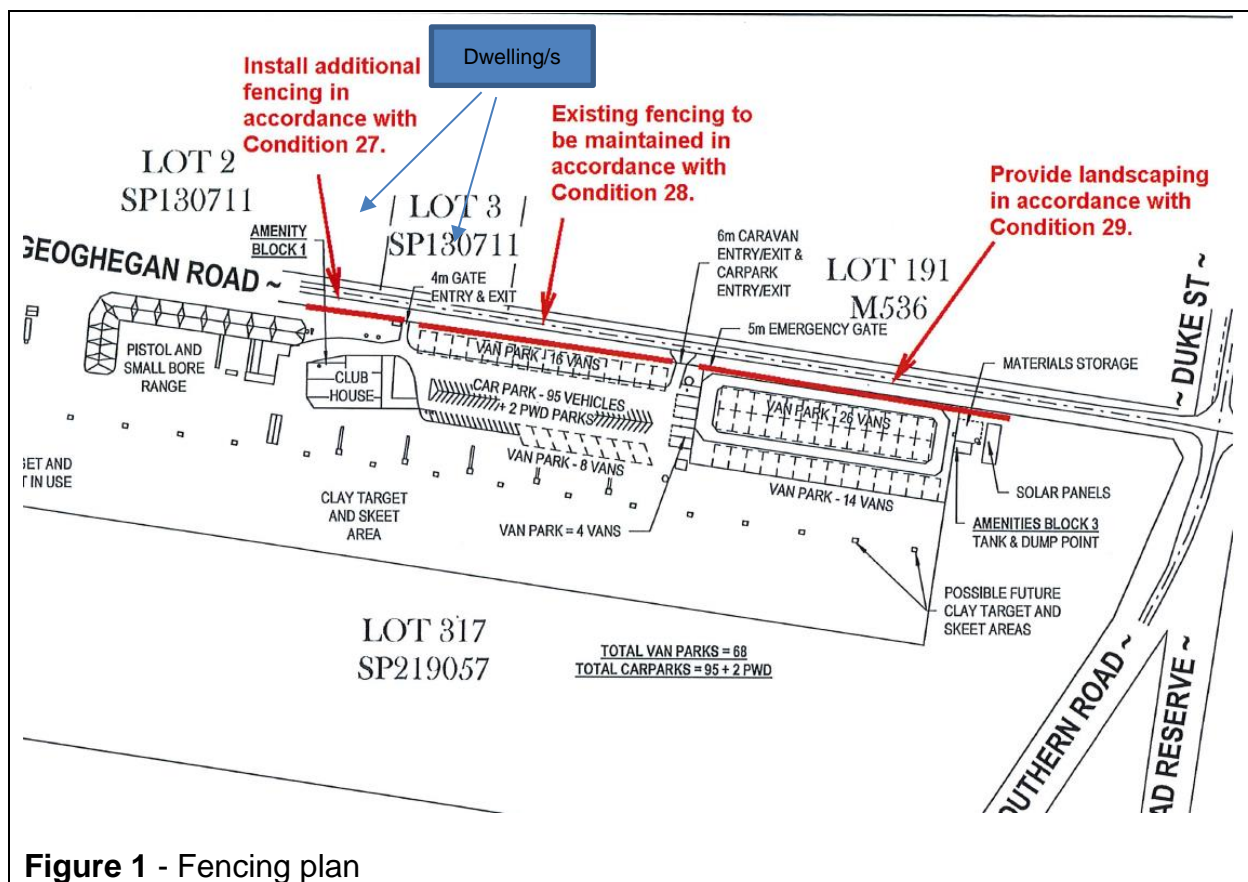


Figure 1 - Fencing plan

Changes requested by the RCTC

- The RCTC have made an application to Council to reduce the required fence height from 2.6 metres to 1.8 metres. They contend that a fence to 1.8 metres is adequate to screen foot traffic and that a 2.6 metre high fence at this location is excessive for its intended purpose, particularly considering the separation distances between the site and nearby sensitive receptors, as well as the presence of existing landscaping/vegetation at this location.

- The RCTC have also requested that Condition 46 regarding stormwater management be amended so that stormwater is not required to be “piped” to a lawful point of discharge - but ‘directed’. This request is more to correct an administrative error and replacing the word “piped” with “directed” is considered reasonable and will not change the intent of the condition.

Discussions with nearby residents regarding the fence

- Council officers have discussed the matter of a reduced fence height with the nearby resident/s who had raised the privacy issues with the original development application. Their preference is that the condition remain as is, and that the fence be constructed to 2.6 metres. They contend that anything lower will result in ongoing privacy issues.

Discussions with RCTC representatives regarding the fence

- Council officers have discussed this matter with representatives of the RCTC and further to their change application. The RCTC maintain that the condition as it currently stands is unreasonable; however, they are prepared to install the fence to the required height for a portion of the site frontage and directly opposite the concerned resident/s. They would then taper the fence height down gradually to a minimum 1.8 metres.



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

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

In assessing the proposed changes and in determining whether or not the proposed changes constitute a “minor change”, Council must have regard to the definition of a *minor change* as provided in Schedule 2 of the *Planning Act 2016*, being the changes:

- a. would not result in substantially different development; and
- b. if a development application for the development, including the change, were made when the change application is made would not cause –
 - the inclusion of prohibited development in the application; or
 - referral to a referral agency, other than to the chief executive (SARA), if there were no referral agencies for the development application;
 - involve a referral agency, other than the chief executive (SARA), if there were no referral agencies for the development application; or
 - involve extra referral agencies, other than to the chief executive (SARA); or
 - a referral agency to assess the application against, or have regard to, matters prescribed by regulation under section 55(2), other than matters the referral agency must have assessed the application against, or have had regard to, when the application was made; or
 - public notification if public notification was not required for the development application

In determining if the proposed change would not result in a “substantially different development”, regard must be given to Schedule 1 of the Development Assessment Rules, which state;

“A change may be considered to result in a substantially different development if the proposed change;

- a) Involves a new use; or*
- b) Results in the application applying to a new parcel of land; or*
- c) Dramatically changes the built form in terms of scale, bulk or appearance; or*
- d) Changes the ability of the proposed development to operate as intended; or*
- e) Removes a component that is integral to the operation of the development; or*

- f) Significantly impacts on traffic flow and the transport network, such as increasing traffic to the site; or*
- g) Introduces new impacts or increases the severity of known impacts; or*
- h) Removes an incentive or offset component that would have balanced a negative impact of the development; or*
- i) Impacts on infrastructure provision.”*

Council Policies or Asset Management Plans:

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

What are relevant sections of the policy or plan?

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

Council does not have an adopted policy or plan that is followed for this type of decision, and ordinarily relies on the provisions of the *Planning Act 2016* when reaching a decision. The *Planning Act 2016* requires that when considering a minor change application Council must consider:

- the information the applicant included with the application; and*
- any properly made submissions about the development application or another change application that was approved; and*
- all matters the responsible entity would or may assess against or have regard to, if the change application were a development application; and*
- another matter that the responsible entity considers relevant.*

Note: the above legislative extract has been summarised for relevance to this application.

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 about this application has occurred with:

- Deputy Chief Executive Officer/ Director Development, Facilities and Environmental Services
- Manager Planning & Building Development (internal)
- RCTC representatives (external)
- Nearby residents to the application site (external)

The Officer's recommendation has been informed by feedback received from the persons consulted.

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 – The project is a private development that will be funded by an external party.

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 costs of fulfilling any development approval obligations, financial or otherwise, remains the sole responsibility of the operators and landowner/s. There is potential for Council to incur costs only in the event that its decision regarding the application is appealed to the Court.

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 above.

Impact on Other Individuals or Interested Parties:

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

The State Assessment and Referral Agency were a referral agency for this application and will be *interested* in Council's decision. As the matters raised in the change application do not directly affect the referral agencies conditions, they will not be impacted by Council's decision.

Members and associates of the RCTC will be *interested* and *impacted* by Council's decision.

Nearby residents Mrs. Leesa Waldron and Mr. Alec Waldron and Mr. Royce & Mrs. Melissa Kimlin will be interested in and impacted by Council's decisions as their homes are located directly opposite the RCTC.

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
See below	

As with any planning decision reached by Council, there is a risk that the applicant can appeal any aspect of the decision to the Planning and Environment Court (the Court).

Note: The likelihood of an appeal by any party is not a valid planning consideration and must not be used to inform Council's decision on any planning matter.

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 endorse the officer recommendation and agree, in part, to changes to development approval 2020/20118. The following information is provided by way of justification:

Fence height (Condition 27)

- The development condition requiring the construction of a 2.6-metre-high fence was imposed primarily to screen foot traffic from nearby residents and also to match in with existing fencing at the site. Officers consider both of these objectives can be fulfilled by providing a tapered fence, that is 2.6 metres in height for the portion of the site that is directly opposite the closest residence, before tapering down to a more standard privacy fence height of 1.8 metres.

Stormwater management (Condition 46)

- Changing wording in this development condition to replace the word 'piped' with 'directed' is reasonable and will not change the intent of the condition.

Recommendation:

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

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

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

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

That Council endorse the Officer recommendation and agree, in part, to changes to development approval 2020/20118. This recommendation does not suggest a decision contrary to an existing Council policy.

Link to Corporate Plan:

Corporate Plan 2018-2023

Strategic Priority 4: Growing our region

4.8 Town planning

Supporting Documentation:

Nil.

Report authorised by:

Manager - Planning & Building Development

Deputy Chief Executive Officer/Acting Director Infrastructure Services

OFFICER REPORT

Meeting: Ordinary 23 June 2021

Date: 27 May 2021

Item Number: L.4

File Number: D21/41731

SUBJECT HEADING: Monthly Financial Report as at 31 May 2021

Classification: Open Access

Officer's Title: Program Funding & Budget Coordinator

Executive Summary:

The purpose of this report is 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 period ended 31 May 2021.

Officer's Recommendation:

That the Monthly Financial Report for the period ended 31 May 2021 be received and noted.

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).

Maranoa Regional Council

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?

To present the financial report for the period ended 31 May 2021, in accordance with section 204 of the *Local Government Regulation 2012*.

Background:

Has anything already happened in relation to this matter?

(Succinct overview of the relevant facts, without interpretation)

This report presents the high-level consolidated statement of income and expenditure for operating and capital budgets versus actuals for the period ended 31 May 2021.

Maranoa Regional Council

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1. Operating Budget:

Maranoa Regional Council Statement of Income and Expenditure 31 May 2021				
Council Consolidated Operating	Jun-21 Current Budget \$	May-21 Actual \$	% of budget	Comments
Operating revenue				
Net rates, levies and charges	41,825,264	41,862,402	100%	All rates notices have been issued for the 2020-21 year
Fees and charges	2,955,511	2,830,161	96%	Slightly higher than expected
Rental income	815,315	632,736	78%	Slightly down on expected revenue for housing rental
Interest received	917,000	716,473	78%	Interest received on overdue rates and investments down on expected revenue
Recoverable works and sales revenue	16,446,849	15,772,691	96%	External TMR contracts completed
Other income	3,799,606	3,461,930	91%	On target
Grants, subsidies, contributions	22,770,791	14,661,680	64%	Early payment of half of the 2021-22 Financial Assistance Grant – advice has been received payment will be made in June 2021
Total operating revenue	89,530,336	79,938,073	89%	
Operating expenses				
Employee benefits	29,588,425	25,349,080	86%	Slightly below target due to vacant positions
Materials and services	39,397,983	33,901,221	86%	Slightly below target however end of month invoices for May will appear in June actuals
Finance costs	741,953	650,066	88%	Slightly below target due to lower costs for Bad & Doubtful Debts
Depreciation	19,764,000	17,754,751	90%	On target
Total operating expenses	89,492,361	77,655,118	87%	
Operating result				
Operating revenue	89,530,336	79,938,073	89%	
Operating expenses	89,492,361	77,655,118	87%	
Net Operating result total	37,975	2,282,955		

Operating result:

Overall net operating result at 31 May 2021 is surplus of \$2.283 million surplus.

Operating revenue:

Operating revenue of \$79.9 million is currently 89% of annual current budget with all rates notices now issued for 2020-21 year. Other variances include:

- Early payment of half of the 2021-22 Financial Assistance Grant – advice has been received payment will be made June 2021.
- External contribution for the Surat Digital Connectivity project not yet received

Operating expenses:

Operating expenses of \$77.655 million is currently 87% of annual current budget which is slightly below target.

2. Capital Budget:

Maranoa Regional Council Capital 31 May 2021				
Council Consolidated	Jun-21 Current Budget \$	May-21 Actual \$	% of budget	Comments
Capital revenue				
Contributions – capital	8,780,180	8,623,345	98%	
Developer contributions/infrastructure charges	61,000	9,611	16%	
Other capital revenue	320,000	14,239	4%	Insurance recovery only partially claimed
Government grants and subsidies	21,488,944	8,601,047	40%	Refer notes below
Total capital revenue	30,650,124	17,248,242	56%	
Capital expenditure				
Projects – capital	70,595,442	30,889,231	44%	Refer notes below
Loan repayments	1,511,633	1,127,164	75%	Loan repayments calculated at the end of each quarter
Total capital expenditure	72,107,075	32,016,395	44%	

Capital revenue:

Year to date capital revenue of \$17.248m is 56% of the current budget.

Major variances include:

- Local Roads and Community Infrastructure (Phase 1) funded projects majority of works are to be completed in last quarter of the 2020-21 year.
- Other major externally funded multi-year projects that are in early stages or not yet commenced construction:
 - The Bigger Big Rig
 - Roma Flood Mitigation Stage 2B (Railway Dam works)
 - Muggins Lane Yuleba bridge replacement
 - Primaries Road loop extension
 - Heavy vehicle route upgrade – Amby
 - Additional Local Roads and Community Infrastructure (Phase 2) funding approved

Capital expenditure:

Council's investment in community infrastructure capital works year to date is \$30.889m million which is 44% of the current approved budget. Major variances include:

Major multi-year projects that are in early stages or not yet commenced construction:

- The Bigger Big Rig – construction underway
- Roma Flood Mitigation Stage 2B (Railway Dam works) – ready for commencement of construction in late June 2021
- Muggins Lane Yuleba bridge replacement – tender for design and construct being prepared
- Primaries Road loop extension – detailed design completed (update to be provided to Councillors in the near future)
- Heavy vehicle route upgrade – Amby – preconstruction stage - awaiting tender exemption approval from funding body
- Repair to lagoon bunding Roma Sewerage Treatment Plant – tender awarded – works commenced June 2021
- Additional Local Roads and Community Infrastructure funding (Phase 2) approved projects – early stages of preconstruction
- Reseal program deferred to 2021-22

Outstanding rates and charges:

May	2020	2021
Total value of rates outstanding	\$3,535,340	\$3,562,830
Number of assessments with an outstanding balance		2721
Total number of rates assessment		7878

Maranoa Regional Council
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May	2020	2021
Outstanding rates for which there is a payment arrangement in place	\$1,529,048	\$1,208,481
Total number of assessments with a payment arrangement in place	206	226
Percentage of rates arrears in payment arrangements		33.95%

April	2020	2021
Total value of rates outstanding	\$5,459,552	\$6,939,665
Number of assessments with an outstanding balance		2721
Rates amounts outstanding as a percentage of total annual levies		15.52%
Outstanding rates for which there is a payment arrangement in place	\$343,724	\$369,932
Total number of assessments with a payment arrangement in place	685	566
Percentage of rates arrears in payment arrangements		24.6%

Prepaid rates:

	Prepaid Rates & Charges	Number of Assessments
As at 31 May 2021	\$449,913	669
As at 30 April 2021	\$369,932	566
As at 31 March 2021	\$252,077	350

Payment Arrangements:

	Number of Accounts that have Payment Arrangements	Value Outstanding in Payment Arrangements	Percentage of Rates arrears in payment arrangements
31 May 2021	226	\$1,208,481	33.95%
30 April 2021	212	\$1,644,771	24.6%
30 April 2020	255	\$1,734,175	31.76%

Assessment by Category Type

Category	Total Number of Rates Assessments	Amount Outstanding	Number of Accounts Outstanding	Percentage of the Category Outstanding
Residential				
As at 31 May 2021	4382	\$1,126,097	716	16.34%
31 May 2020	4380	\$1,247,102	756	17.26%
Commercial/ Industrial				
As at 31 May 2021	616	\$452,239	73	11.85%
31 May 2020	615	\$625,286	91	14.8%

Maranoa Regional Council
Ordinary Meeting - 23 June 2021

Category	Total Number of Rates Assessments	Amount Outstanding	Number of Accounts Outstanding	Percentage of the Category Outstanding
Rural				
As at 31 May 2021	1655	\$706,476	160	9.67%
31 May 2020	1655	\$475,157	132	7.98%
Non-Urban Industrial				
As at 31 May 2021	185	\$1,271,747	29	15.67%
31 May 2020	186	\$1,157,997	18	9.68%

Reminder & Demand Letters – 1 July 2020 – 31 May 2021

	Issue Date	Number Issued
First Reminder Letter – Levy 1 - 2020	25/11/2020	765
Second Reminder Letter – Levy 1 - 2020	15/12/2020	480
Demand Letter – Levy 1 – 2020	14/01/2021	145
Statement of Liquidated Claims – Levy 1 - 2020	4/02/2021	34
First Reminder Letter – Levy 100 - 2021	20/05/2021	723

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

204 Financial report

- (1) *The local government must prepare a financial report.*
- (2) *The chief executive officer must present the financial report -*
 - (a) *If the local government meets less frequently than monthly - at each meeting of the local government; or*
 - (b) *Otherwise - at a meeting of the local government once a month.*
- (3) *The financial report must state the progress that has been made in relation to the local government's budget for the period of the financial year up to a day as near as practicable to the end of the month before the meeting is held.*

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)

Lead Rates and Utility Billing Officer / System Administrator

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)

Projects with external funding are required to be delivered in accordance with funding agreements.

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 purpose of this report is to present financial information on the progress that has been made in relation to Council's budget for the period ended 31 May 2021.

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)

This report is for information purposes.

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)

Interested Parties – Maranoa Residents, Department of Local Government, Racing and Multicultural Affairs, Queensland Audit Office.

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
Compliance with Local Government Regulation 2012	The presentation of the financial report is in accordance with the Regulation.

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 presentation of monthly financial statements is a legislative requirement.

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 the monthly financial report for the period ended 31 May 2021 be received and noted.

Link to Corporate Plan:

Corporate Plan 2018-2023

Strategic Priority 2: Delivering strong financial management

2.5 Financial Reporting

Supporting Documentation:

Nil.

Report authorised by:

Director - Corporate & Community Services