



LATE ITEMS **AGENDA**

Ordinary Meeting

Wednesday 25 August 2021

Roma Administration Centre

NOTICE OF MEETING

Date: 24 August 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 **25 August, 2021 at 9.00AM.**

Julie Reitano
Chief Executive Officer

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LC. Late Confidential Items

- LC.1 Commencement of legal proceedings**
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 Review of Council Decision - Kirkbride Street, Roma**
Classification: Closed Access
Local Government Regulation 2012 Section 254J(3)(i) a matter the local government is required to keep confidential under a law of, or formal arrangement with, the Commonwealth or a State.
- LC.4 Presentation of Quarterly Report to Council - Priorities for Chief Executive Officer**
Classification: Closed Access
Local Government Regulation 2012 Section 254J(3)(b) industrial matters affecting employees.
- LC.5 Organisational Structure**
Classification: Closed Access
Local Government Regulation 2012 Section 254J(3)(b) industrial matters affecting employees.

PLANNING & BUILDING DEVELOPMENT REPORT

Meeting: Ordinary 25 August 2021

Date: 26 July 2021

Item Number: L.1

File Number: D21/60873

SUBJECT HEADING: Proposed service-station at 129-131 McDowall Street, Roma (Lot 2 on RP60707)

Classification: Open Access

Officer's Title: Lead Town Planner

Executive Summary: At the north-west intersection of McDowell Street and Quintin Street, on the fringe of the Roma CBD, is a vacant commercial zoned block. For several decades the site had been occupied by a Hotel (the Empire) - but this was demolished in around 2014 to make way for a new Motel. Despite having been issued with all required development approvals, the Motel was never built, and the lot has sat vacant ever since. The owners of the premises, HP8 Enterprises Pty. Ltd., are now seeking a development approval to build a service station on the lot.

The development 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; and 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 25 June 2021 and 19 July 2021. There were five properly made 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 including receipt of a referral response from the Department of Transport and Main Roads (TMR) via the State Assessment and Referral Agency (SARA). TMR have not directed Council to refuse the application and have provided approval conditions in the event Council resolve to approve the application.

The development application has been assessed against all relevant assessment benchmarks and found to comply or is able to be conditioned to comply. Further, assessing officers have identified a number of relevant matters that support approval of the application, including; the site is conveniently located adjacent to the major north-south arterial through Roma; the development will result in the efficient use of long-term vacant commercial land in an area targeted for growth and services and; the traffic impact assessment prepared by a qualified expert in support of the proposal confirms the development will not result in traffic safety deficiencies.

Officer's Recommendation:**That Council:**

Give a development approval for a Material change of use for a "Service station" & Operational works for "Advertising signage" at 129–131 McDowall Street, Roma (Lot 2 on RP: 60707) subject to the listed relevant, reasonable, and enforceable Development conditions and General advice -

Development Conditions**Development details**

1. The approved development is a Material change of use for a "Service station" & Operational works for "Advertising signage" at 129–131 McDowall Street, Roma (Lot 2 on RP: 60707) as defined in the Planning Scheme and as shown on the approved plans.

Compliance inspection

2. 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.
3. Prior to the commencement of the use, the applicant shall contact Council to arrange a development compliance inspection.

Approved plans and documents

4. 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
0000_PD DA-000	Cover Sheet	01/04/2021
0000_PD DA-101	Ground Floor Plan	01/04/2021
0000_PD DA-102	Roof Plan	01/04/2021
0000_PD DA-401	Elevations	01/04/2021
0000_PD DA-501	Sections	01/04/2021
0000_PD DA-901	3D Visualisations	01/04/2021
16231	Traffic Impact Assessment	06/04/2021
Job number 7531	Conceptual Site-Based Stormwater	April 2021

	Management Plan (including Appendix A to G).	
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Development works

5. 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.
6. The developer is responsible for locating and protecting any Council and public utility services, infrastructure and assets that may be impacted on during construction of the development. Any damage to existing infrastructure (kerb, road pavement, existing underground assets, etc.) that is attributable to the progress of works on the site or vehicles associated with the development of the site shall be immediately rectified in accordance with the asset owners' requirements and specifications and to the satisfaction of the asset owners' representative(s).
7. All civil and related work shall be designed and supervised by RPEQ Registered Professional Engineers of Queensland (RPEQ) who are competent in the construction of the works.

Applicable standards

8. All works must comply with:
 - i. the development approval conditions;
 - ii. any relevant provisions in the Planning Scheme and the Capricorn Municipal Development Guidelines;
 - iii. any relevant Australian Standard that applies to that type of work; and
 - iv. 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

9. 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.
10. 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".

Maintain the premises

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

Avoiding nuisance

12. No unreasonable and sustained 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: Refer to the *Environmental Protection Regulation 2019* for acceptable emission levels.

13. 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.
14. Lighting of the site, including any security lighting, shall be such that the lighting intensity does not exceed 8.0 lux at a distance of 1.5 metres from the site at any property boundary.
15. 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.

Screening mechanical equipment

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

Refuse storage

17. At all times while the use continues, waste containers shall be provided on the site and maintained in a clean and tidy state and shall be emptied and the waste removed from the site on a regular basis. All waste containers are to be shielded from the view from public roads and neighbours.

18. Bulk refuse storage and collection facilities for the approved development

must be provided generally in the location shown as "Refuse" on approved drawing number *0000_PD DA-101 Ground Floor Plan dated 01/04/2021*. The bulk refuse storage container/s shall be screened and retain reasonable standards of amenity for users of the premises and surrounding properties.

19. Convenient and unobstructive access to the bulk refuse storage areas must be provided at all times for service vehicles.

Construction activities and erosion control

20. During the course of any construction activities, soil erosion and sediment must be managed in accordance with the CMDG Design Guidelines D-7 'Erosion and Control and Stormwater Management'.
21. 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.
22. The developer shall immediately clean up and satisfactorily remove any deposited construction material or silt runoff from the development site.
23. 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.
24. 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.
25. Temporary fencing must be erected and maintained around the perimeter of the development site whilst construction activities are carried out.

Provision of Services

26. The development is to be connected to Council's reticulated sewerage disposal system in accordance with the Water Services Association of Australia (WSAA) publication WSA02-2002 Sewerage Code of Australia (version 2.3) and the CMDG Design Guideline - D12 'Sewerage Reticulation', at no cost to Council.
27. The existing sewer line traversing the property shall be replaced with a new 150mm diameter pvc pipe. The new pipe shall follow the general alignment shown on drawing *DA03 - Conceptual Services Layout dated 19.03.2021* contained in approved document *Conceptual Site-Based Stormwater Management Plan (including Appendix A to G) dated April 2021*.
28. New sewer manholes shall be installed at each end of the new pipe as

marked in red by Council on drawing *DA03 - Conceptual Services Layout dated 19.03.2021* in approved document *Conceptual Site-Based Stormwater Management Plan (including Appendix A to G) dated April 2021*.

Note: The sewer line shall not “bend” as was provided in the submitted plans. Instead, a right angle turn with manhole shall be provided as per the marked up approved Conceptual Services Layout plan.

29. An Operational Works application containing details of the new sewer works shall be submitted to and approved by Council prior to any sewer works taking place.
30. The development is to be provided with a water connection, up to and including a path cock, to Council’s reticulated water supply system in accordance with the CMDG and specifically the Water Services Association of Australia (WSAA) publication WSA03-2002 Water Reticulation Code of Australia (version 2.3).
31. The development is to be connected to a reticulated electricity supply service in accordance with the relevant service provider’s requirements and specifications along with relevant building standards, requirements and specifications (as relevant).
32. All services installation, including sewer, water, electricity and telecommunications connections to the respective networks, must comply with (i) the development approval conditions, (ii) any relevant provisions in the planning scheme for the area, (iii) Council’s standard designs for such work where such designs exist (iv) the Capricorn Municipal Development Guidelines (v) any relevant Australian Standard that applies to that type of work and (vi) any alternative specifications that Council has agreed to in writing and which the developer must ensure do not conflict with any requirements imposed by any applicable laws and standards.
33. Any conflicts associated with proposed and existing services shall be forwarded by the developer to the appropriate controlling authority for approval of any proposed changes.

Stormwater and Drainage

34. Stormwater captured within the concrete refueling and unloading bunded areas is to be directed to an underground oil/water separation tank in accordance with approved document *Conceptual Site-Based Stormwater Management Plan (including Appendix A to G) dated April 2021*.
35. Stormwater runoff from roofs and impervious surfaces outside the refuelling area/s, is to be collected internally and discharged in accordance with approved document “*Conceptual Site-Based Stormwater Management Plan (including Appendix A to G) dated April 2021* and with CMDG Design Guidelines D-5 ‘Stormwater Drainage Design’.

36. Stormwater must not be allowed to pond on the property being developed during the development process and after the development has been completed.
37. Post-development stormwater runoff flows from the development site are not to exceed the volume and velocity of pre-development stormwater runoff flows to adjoining properties or roads.
38. There must be no increases in any silt loads or contaminants in any overland flow from the property being developed during the development process and after the development has been completed.
39. 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.

Access, Car Parking & Manoeuvring

40. A vehicle crossover to and from the development site area shall be provided from McDowall Street, generally in the location shown on approved drawing number. The vehicle crossover is to be constructed generally in accordance with CMDG Drawing - CMDG-R-042 Rev F, 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. The grade of the vehicle crossover must not exceed the specifications of the CMDG.
41. The developer shall be responsible for the construction and maintenance of vehicle crossovers from the site boundary to external roadways, and for obtaining any approvals that may be required and for complying with the applicable designs and standards.
42. Vehicle crossovers must be located a minimum distance of 1.5 metres from the edge of cross over pavement to existing power poles, street signage, street lights, man holes, stormwater gully pits, street trees or other council assets, unless otherwise specified in the applicable development standards and specifications.
43. Measures shall be implemented, in consultation with Council, to protect the existing bottle tree located near the proposed access from McDowall Street, as shown on DA03 - Conceptual Services Layout dated 19.03.2021. Should through consultation Council determines that the bottle tree needs to be relocated, it shall be removed and transplanted by a qualified person to an alternative site determined by Council, at the developers cost. Alternatively a monetary contribution of \$5,000.00 (i.e. to be paid to Council to compensate the removal of the tree.
44. Vehicles entering and exiting the development site must be able to enter and leave in forward direction. Vehicle manoeuvres in this regard are to be totally contained within the development site boundaries.

45. Six car parking spaces, including one (1) car parking space for persons with disabilities, are to be provided within the development site area. All vehicle movements within the site are to be clear of proposed parking areas, buildings and landscape treatments. Vehicle parking bays must not encroach into swept paths for vehicle movement's onsite.
46. Vehicle access and manoeuvring areas are to comply with AS/NZS 2890.1:2004 Parking facilities Part 1: Off-street car parking.
47. 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.
48. Parking bay configurations (width and lengths) are to be in accordance with AS/NZS 2890.1:2004 Parking Facilities Part 1: Off-Street Car Parking.
49. Disabled car parking bays shall be designed in accordance with AS/NZS 2890.6:2009 Parking Facilities Part 1: Off-Street Car Parking.
50. All onsite access 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.
51. Parking associated with the approved use must be contained within the development site area. No on-street parking is permitted at any time.
52. All parking spaces are to be clearly delineated with an appropriate line-marking paint that meets the applicable Australian Standard.
53. All vehicular access and related items must comply with (i) the development approval conditions, (ii) any relevant provisions in the planning scheme for the area including Schedule 2: "Standards for Roads, Car Parking, Access and Manoeuvring Areas", (iii) Council's standard designs for such work where such designs exist, (iv) any relevant Australian Standard that applies to that type of work and (vi) the Capricorn Municipal Development Guidelines (CMDG) and (vii) 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.

Easement

54. The easement (CRP903062) over the subject premises shall at all times remain unobstructed and useable by vehicles during construction and after the use has commenced.

Adjacent building/s

55. Measures shall be implemented to ensure that as a result of the progression of the approved works the stability and integrity of the buildings and

structures on the adjacent property at 133 McDowall Street, Roma (1RP60707) are maintained. Consultation with the adjacent landowner on this boundary shall be undertaken prior to the commencement of works to work through and overcome any potential issues.

56. At no time shall water or power be cut to the adjacent property at 27 Quintin Street, Roma (Maranoa Medical Centre) as a result of approved works being carried out.

Roadworks

57. Kerb and channel is to be maintained or reinstated to match in with existing kerb and channel on Quintin Street and McDowall Street in accordance with Schedule 2: "Standards for Roads, Car parking, Access and Manoeuvring Areas" and Capricorn Municipal Development Guidelines D1 Geometric Road Design. Any damage caused to the kerb and channel as a result of the progression of the approved works, or after the works have been completed and the use commences, shall be repaired immediately, at no cost to Council, and to Councils satisfaction.
58. An Operational Works application containing details of any new kerb and channel works shall be submitted to and approved by Council prior to any works taking place.

Landscaping

59. Landscaping is to be established to the extent shown on approved drawing number *0000_PD DA-101 Ground Floor Plan dated 01/04/2021*.
60. A site landscaping plan shall be submitted to and approved by Council prior to any works commencing. The landscaping plan shall identify hard and soft landscaping treatments, vegetation types and species.
61. Landscaped areas are to contain a mix of trees, shrubs and ground covers.
62. 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.
63. Site landscaping must not interfere with vehicle access ways, electrical infrastructure nor restrict maintenance access to any onsite infrastructure, public utility or easement.
64. Landscaping must not interfere with site lines at access driveways for vehicle traffic.

Trade Waste

65. Wastewater from the operation of the premises is to be collected onsite and discharged to Council's reticulated sewerage system in accordance with

Council's Trade Waste Policy.

66. A trade waste permit must be obtained from Council prior to commencement of the approved use. An oil/water separator (such as a coalescing plate separator) shall be installed in accordance with Council's Trade Waste Policy to trap oils and solids prior to discharging waste to Council's reticulated sewerage system.
67. Waste oils and solids separated from the separator are to be collected and disposed of at a licensed facility.

Freestanding Sign

68. The approved free-standing advertising structure located at the corner of Quintin Street and McDowall Street shall be designed by an RPEQ (Structural) Engineer and certification provided for both design and construction.
69. The vertical illumination resulting from direct, reflected or other incidental light emitting from the approved advertising sign shall not exceed 8.0 lux when measured at or above ground level, at any point 1.5 metres outside the boundary of the premises. The sign shall not contain lights that strobe, flash, or consist video, LCD, LED, Plasma or similar screens.
70. The advertising device shall be designed and treated in such a way that the supporting framework, supports the back of the sign face area blend with the surrounding streetscape or field view.

Directional Signage

71. Measures shall be implemented, both internal and external to the site, to discourage vehicles accessing the site from west bound lanes on McDowall Street. Possible measures may include a lane separation kerb, signage and/or line marking. A plan showing possible measures shall be prepared by a suitably qualified professional and submitted to Council for approval prior to the commencement of use.

Note: Any works carried out external to the site (including signage) may require further approvals from Council.

72. Signage shall be installed internal to the site advising customers of the legal turn movements from the premises. The signage shall make it clear that there is to be no right-hand exit-turn from the McDowall Street access when exiting the site.

No Cost to Council

73. Services and infrastructure required in connection with the establishment of the approved development must be provided at the developer's cost.

74. 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.

Latest versions

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

Application Documentation

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

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 land subject of the application, HP8 Enterprises Pty. Ltd.; and
- Submitters to the application, Mr. Craig and Mrs. Carolyn Coomber, Ms. Janelle Stanford, Ms. Jodie Chandler, Ms. Di Stone (Maranoa Medical Centre) and Ms. Margaret Wright.

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.

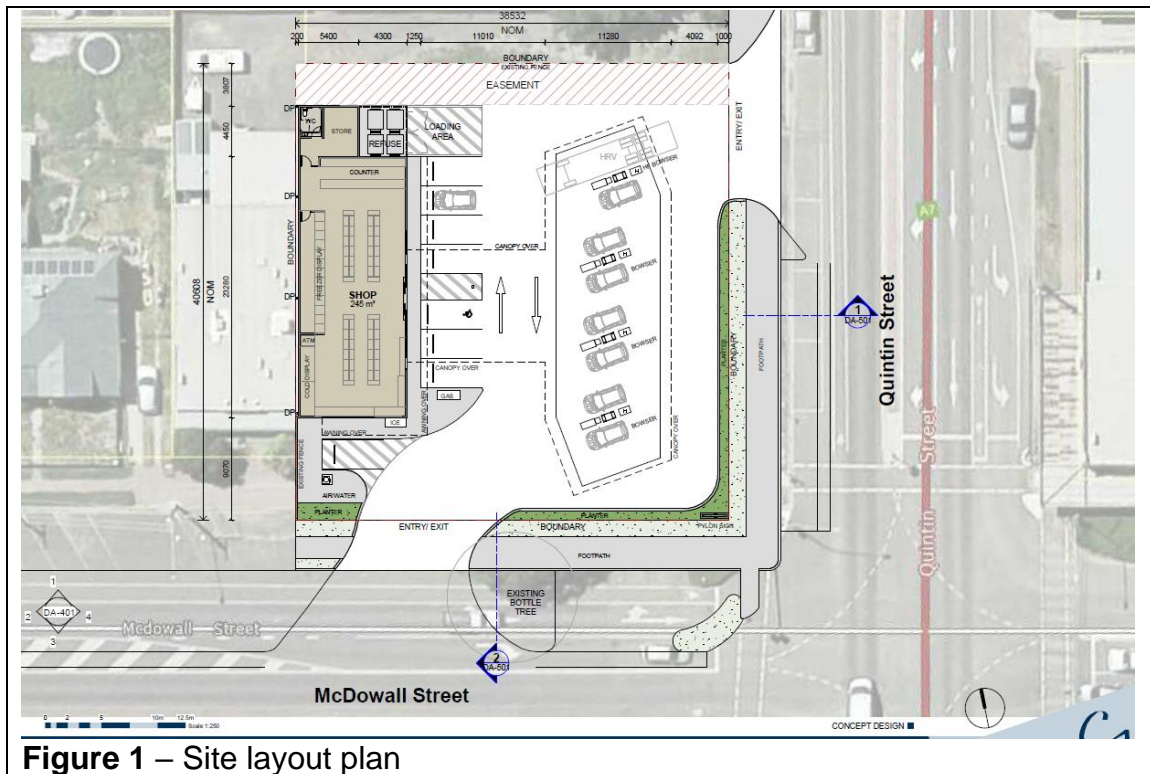
Background:

Has anything already happened in relation to this matter?

(Succinct overview of the relevant facts, without interpretation)

- HP8 Enterprises Pty. Ltd. are seeking a development approval to build a service station on the vacant, commercial-zoned block located at the north-west intersection of McDowall Street and Quintin Street in Roma. The service station will consist six-pumping bays (including two high flow diesel bays) and

convenience shop, and is likely to provide refueling facilities to both the local community as well as the wider traveling public - being that the development site is conveniently located adjacent to the main north-south-arterial through Roma.



- The development site is located on the fringe of the Roma CBD in an area made up of a mix of service-type industries that include health-care-service providers, medical centre/s, professional offices, a laundry-mat and a church. The site is also located at the only signalised intersection in Roma. The development site is target for being zoned for development in Councils planning scheme and having access to Councils reticulated infrastructure networks. The development site in the context of surrounding land uses is shown in Figure 2.



- Additional details about the proposal and a full assessment of the application against the applicable assessment benchmarks prescribed by Regulation, including an assessment against the zone code and strategic framework, will be provided to Councillors under separate cover.
- During public notification about the application, five properly made submissions were received about the proposal. The submissions were received by nearby business owners and operators, as well as from customers to some of the surrounding businesses. Copies of the submissions and a response to the submission by the applicant is included as an attachment with this report in the Supporting Documents.
- In summary, the submissions contend that the development is inappropriate because it will result in an unsafe traffic environment; result in environmental impacts; lead to adverse amenity impacts, including noise and air pollution; is contrary to sound traffic and access principles; will result in a loss of on-street parking in the area.
- As part of the assessment process, the Department of Transport and Main Roads (DTMR) via the State Assessment and Referral Agency (SARA) has reviewed the proposal. DTMR are the authority for changed traffic conditions on Quintin Street. As part of their review, DTMR have not directed Council to refuse this application and have provided conditions in the event Council approve the development. The conditions provided by SARA must be complied with, in addition to any conditions imposed by Council.
- **Note:** Importantly, and in light of issues raised in some of the submissions received about this development application, Council officers (in accordance with Council resolution OM/01.2021/58 – attached) are currently investigating

the availability of car parking in the Roma CBD as part of a wider issue. A separate report on this issue will be presented at an upcoming Council meeting.

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

What does the legislation and other statutory instruments include about the matter under

consideration? (Include an extract of the relevant section's wording of the legislation – please do not just quote the section number as that is of no assistance to Councillors)

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 6.2.5 Principal centre zone code
- Part 8 Overlays
 - Part 8.2.8 Airport environs code
 - Part 8.2.7 Infrastructure overlay 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 Department of Transport and Main Roads via the State Assessment Referral Agency (the Department) 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.

Properly made submissions about the application were received during the public notification period. The submitter/s Ms. Janelle Stanford, Ms. Jodie Chandler, Ms. Di Stone (Maranoa Medical Centre), Mr and Mrs Coomber and Ms. Margaret Wright will be *interested* in Council's decision. Should Council resolve to approve the development, conditions of approval have been included above that are intended to mitigate potential *impacts* on the submitters.

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	

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 aspects of the decision to the Planning and Environment Court (the Court). As well, a properly made submission has been received opposing the development, and should Council resolve to adopt the Officer recommendation, there is a risk that a submitter appeal could be made to the Court about any aspect of Council's decision.

In this instance the risk of submitter appeal is considered medium-risk, based on the nature of the submissions.

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

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 on balance, the proposal presents no significant inconsistency 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 a service station on a corner lot, in a commercial zoned area that is conveniently located adjacent to a state-controlled road, such that the use is not out of character and within a reasonable expectation of the type of use anticipated in this area; and

- approval of the application would encourage and diversify economic development within the region and will provide a service for both the local population and the wider travelling public near the town centre of Roma. It is noted that economic considerations are not the sole basis for providing sufficient grounds for approval or refusal despite any perceived conflict with a planning instrument; and
- the site achieves adequate infrastructure service levels; and
- expert reports have been prepared in support of the application, including a traffic impact assessment. The traffic impact assessment confirms that the development will not result in traffic safety deficiencies; and
- the development site is a prominent corner lot in the town of Roma, which is targeted for growth; notwithstanding, the lot that has been vacant and underutilized for the best part of a decade. The proposed development is both an appropriate and efficient use of vacant commercial land and represents orderly planned development.

Issues raised in the submissions received during public notification about the application have been considered as part of the assessment process, and where appropriate, conditions of development approval have been imposed to overcome potential impacts on the submitters as a result of the development.

Approval conditions from the referral agency 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 a Material change of use for a "Service station" & Operational works for "Advertising signage" at 129–131 McDowall Street, Roma (Lot 2 on RP: 60707) subject to the listed relevant, reasonable, and enforceable Development conditions and General advice, 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 a "Service station" & Operational works for "Advertising signage" at 129–131 McDowall Street, Roma (Lot 2 on RP 60707) subject to relevant, reasonable, and enforceable conditions.

Link to Corporate Plan:

Corporate Plan 2018-2023

Strategic Priority 4: Growing our region

4.8 Town planning

Supporting Documentation:

1	Submissions	D21/68072
2	Submission response by applicant	D21/68073
3	OM/01.2021/58 (Council Meeting 27 January 2021)	D21/13193

Report authorised by:

Deputy Chief Executive Officer/Acting Director Infrastructure Services

Christopher Tickner

From: Christopher Tickner
Sent: Thursday, 19 August 2021 12:09 PM
To: Jodie Marlow
Subject: FW: Application Ref : 2021/20326

Christopher Tickner
Lead Town Planner,
Planning & Building Development

D: (07) 4624 0622 M: 0409 671 181 F: (07) 4624 6990

From: Coomers Hay Supplies <coomershaysupplies@westnet.com.au>
Sent: Wednesday, 14 July 2021 10:35 AM
To: Christopher Tickner <Christopher.Tickner@maranoa.qld.gov.au>
Subject: Application Ref : 2021/20326

Hi Chris,

As mentioned yesterday, my concern is with Night Owl premises being built right next to our building and therefore not being able to seal it when necessary to prevent moisture coming through the bricks.

LJ Hooker's agent, Shane Kennett did request the easement being moved, but unfortunately we did not have any information about why they needed the

easement moved or where they were putting the building. This information came via the Proposed Development – Have Your Say from MRC on 12th July 2021, when plans were already very advanced.

Therefore, I am requesting Night Owl permanently seal the eastern wall with waterproof cladding or a firewall.

Thank you for your assistance in this matter,

Kind Regards,
Craig and Carolyn Coomber
0409396754

Maranoa Medical Centre
27 Quintin Street, Roma QLD 4455
Phone (07)4622 2266 Fax (07)4622 8969



Dr Rosemary Geraghty Dr Alwyn Rapatsa Dr Daniel Cooksley
Dr Rama Vangala Miss Nicole Hall

19/07/2021

To Mayor and Councillors

The Maranoa Medical Centre would like to raise some concerns regarding the proposed service station on the corner of Quintin and McDowall St, Roma (Planning application 2021/20326).

Our first concern is that there have been several accidents at the corner in recent time, with often trucks (in particular) and cars having to break heavily to avoid a red light. With caravans and vehicles slowing down to drive into the proposed service station I feel this has the potential of numerous accidents on a regular basis. It was because of the same road being busy that the service station on the corner of Quintin and Chrystal St was forced to put the entrance on Chrystal st. If this was to also be the case here vehicles would then be turning into McDowall St and then across the traffic. McDowall St being so busy especially around school pick up times I feel it is going to be dangerous for vehicles trying to turn there.

Our other concern are the number of car parks that will be taken away to use for entry and exit. We had to build a carpark out the back of our premises when we put our extension on, but I feel that with lack of spaces at the front people are then going to park in our car park and walk across the road to the businesses there and around the corner, taking spaces that should be for our patients.

If you do give the ok for this to proceed we will need a guarantee that neither our water or power be cut off during business hours. We have vaccination fridges which rely on power and it would be a health issue if we had no water.

Regards

A handwritten signature in black ink, appearing to read 'Di Stone', written over a horizontal line.

Di Stone
Practice Manager

Maranoa Regional Council

Bungil St

Roma Qld 4455



19th July 2021

To the Mayor and Councillors of the Maranoa Regional Council,

As both the owners of Maranoa Laundry and a rate payers of the Maranoa Regional Council Michael Wright and myself (Margaret Wright) want to object to the building of a service station at the corner of Quintin and McDowall Sts, Roma. Planning application 2021/20326.

The reasons we wish to object are: it will lead to an increase of traffic in the area, a decrease in parking spaces on Quintin St, the environmental impact of chemicals and their fumes, and the impact on residents and businesses in the vicinity.

The intersection of Quintin and McDowall Sts already has a high volume of traffic leading to congestion despite traffic lights being in place. We have already witnessed an accident in 2020 and, many near accidents, and drivers running red lights and arrows. Many drivers do not already observe the red arrows at the traffic lights and turn the corner regardless. I personally have almost been hit by a car doing this (despite having a green walk signal), and have been told of it happening to other people. Increased traffic using the service station will make this area even more dangerous for pedestrians, and all road users. The increase in traffic caused by service station customers will cause further congestion in the area because of people trying to enter and exit the premises. It will be very difficult for trucks driving along Quintin St to slow down if a vehicle pulls out of the Quintin St exit in front of them. We're also concerned that vehicles will try to cross McDowall St to enter the service station and block traffic further. There will also be an increase in vehicles using Feather and Alfred Sts which could lead to the present round about being harder to use.

Could the council organise an up to date traffic count and survey to see how many vehicles use this area daily? Would it be possible to have a traffic island all the way along McDowall St from the lights to Feather St to stop vehicles crossing McDowall St to access the service station entrance? Could police be contacted to do regular traffic blitzes in the area to ensure drivers are doing the correct thing? Could the service station owners be asked to put up signage about taking care when exiting the premises?

The driveway access to the service station will result in the removal of parking spaces in both Quintin and McDowall Sts. There is already a marked shortage of parking spaces in both of these streets and a lack of parking for the businesses in McDowall St between Quintin and Hawthorne St. This results in customers complaining to us of being unable to find a parking spot and other people parking in our driveway, blocking access for our vehicles and affecting our ability to conduct our business. A decrease in the number of parking space will make this situation worse.

Could Council investigate a way to increase parking in this area? Perhaps contact the Catholic Church to put a car park on Church land opposite the proposed service station site. This would benefit both the Church and the public using businesses on Quintin and McDowall Sts.

We are also concerned with the environmental impact of a service station on the area. We're concerned there will be seepage of chemicals into both the ground and drains, contaminating both the ground and local waterways. The fumes from both vehicle exhausts and the breathers from the fuel tank will be in the air leading to increased air pollution affecting those in the surrounding area.

All of the previous mentioned concerns will impact on existing businesses and residents in the area. Increased traffic noise at night, and air pollution in Feather, Quintin, and Alfred Sts will make it noisier for the residents of those areas, and decrease the liveability factor of their homes. Increased traffic will make it more difficult for laundry tucks and vehicles to access our own driveway. Decreased parking will make it more difficult for our laundromat customers to utilise this facility. Other businesses will also suffer from the reduction in parking and customers not being able to access their business. The service station being open late at night, also raises safety and security concerns for our business and others in the area. With the increase of petty crimes in the area we need to know our premises will be safe and their will not be a lot of people loitering in the area at night.

Could the council or service station owners put in extra security cameras covering the entire the entire area? That way monitoring the safety of the area.



Margaret Wright

126 Arthur St

Roma Qld 4455

And

Michael Wright



126 Arthur St

Roma Qld 4455

Owners

Maranoa Laundry

28 Quintin St, Roma Qld 4455

Phone 4622 1933 Or mobile 0409 497 281

Email: maranoalaundry@bigpond.com

Christopher Tickner

From: Christopher Tickner
Sent: Thursday, 19 August 2021 12:09 PM
To: Jodie Marlow
Subject: FW: Application Ref : 2021/20326

Christopher Tickner
Lead Town Planner,
Planning & Building Development

D: (07) 4624 0622 M: 0409 671 181 F: (07) 4624 6990

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Sent: Wednesday, 14 July 2021 10:35 AM
To: Christopher Tickner <Christopher.Tickner@maranoa.qld.gov.au>
Subject: Application Ref : 2021/20326

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As mentioned yesterday, my concern is with Night Owl premises being built right next to our building and therefore not being able to seal it when necessary to prevent moisture coming through the bricks.

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easement moved or where they were putting the building. This information came via the Proposed Development – Have Your Say from MRC on 12th July 2021, when plans were already very advanced.

Therefore, I am requesting Night Owl permanently seal the eastern wall with waterproof cladding or a firewall.

Thank you for your assistance in this matter,

Kind Regards,
Craig and Carolyn Coomber
0409396754

Christopher Tickner

From: david brady <bradydavid84@gmail.com>
Sent: Monday, 19 July 2021 4:15 PM
To: Planning; Christopher Tickner
Subject: Lot 2 RP60707 - Proposed Service Station

Categories: Chris

Dear Councillers

I would like to put forward that I object to the construction of a Service Station at 129-131 McDowal Street (Lot 2 RP60707), Roma.

I frequently visit the Maranoa Medical Centre and currently find it difficult to obtain a car park. There are 6 parks on the Carnavon Highway (outside the medical centre) and these are usually filled by cars or even by the Laundromat Truck.

There are 2 car parks on the medical centres grounds, but these are for disabled parking (as they should be).

The parking out the back of the Medical Centre is for Sullivan & Nicollades and is usually full or almost full.

The parking in Alfred Street is usually busy and also often hard to obtain a park.

On my visits to the Maranoa Medical Centre I find myself doing the block - Alfred St, McDowal St and Carnavon Highway and can go around and around before I can find a park sometimes. This is frustrating already without the plans of the service station taking away the Carnavon Highway parking.

Thank you for your time.

Jodi Chandler

Maranoa Regional Council – planning@maranoa.qld.gov.au

Submission for proposed development

Service Station & Advertising Signage on Lot 2 on RP60707; 129-131 McDowall Street Roma Qld

I, Janelle Stanford of 1565 Bymount West Road, Roma hereby put forward this submission on the basis that I have a business Roma Therapeutics, which is a Remedial Massage, Wellness & Other Allied Health Practice, which is located at 133A McDowall Street at the premises on the adjoining block to the proposed development.

There are some concerns, outlined in points #1 - #6, I have with the new development that I feel could potentially impact on my business, plus other businesses along that section, and the area surrounding these, and I would appreciate these being considered and solutions for how they would be mitigated or changed to decrease these real or potential impacts from the development, thank you.

AREAS OF CONCERN:

#1 – PARKING SPACES & DISABLED PARKING ACCESS

On viewing a copy of the plans and concept design, it appears that there could be the **loss of parking spaces in McDowall Street on both sides of the existing bottle tree**. This **potentially could be the loss of a minimum of 5 parking spaces in that area**, if correct from the concept design diagrams.

It is worth noting that the area along McDowall Street on the Western side of the traffic lights in front of the businesses and premises, currently has lined parking with no direct allocation for each business or premises but rather a general parking area for access by anyone. This does already cause some concern with larger vehicles (small trucks & caravans) parking in this area, as they tend to block several parking spaces due to the size of their vehicles and the need to parallel park.

There is also NO Disabled Parking for Mobility impacted clients or residents, in this area. Currently disabled clients or mobility impacted clients, who access our business to see the practitioners for health reasons, either park in the area directly at the front of our business at 133A McDowall Street and are then assisted by their carers or support person, onto the footpath in their wheelchairs or mobility device via the current drive way on the east of my business, which will become the Entry/Exit to the new development. Although this way of enabling access for some Disabled or mobility impacted clients that use mobility devices is not ideal, it is the best option we have at this time due to No Disabled parking access in McDowall Street area in front of the businesses or premises.

We do have limited access and parking at the rear of my business, with disabled access into the building for clients that are only able to travel by Maxi Taxi with Wheelchair transfer or via Ambulance, however accessing this via the current lane way access from Quintin Street, and the turning area available makes this a limited option without the transferring vehicle being able to turn into the current area along the side of my businesses building at the rear, to reverse into the rear parking area to unload a client. This would be further impacted with the width of the proposed

Easement for the development, and the main building of the service station going right to the full length of the current building and fence line and the removal of the access from McDowall Street. Plus the Easement area will also be an entry and exit point off Quintin Street, and could end up being blocked by vehicles parking along this area or vehicles unloading. This is currently already an issue with the regular (Daily) inability to enter or exit from the lane way access off Quintin street due to vehicles parking there, and we are then only able to enter or exit currently off McDowall Street along the laneway to and from the rear of the business.

#2 - ENTRY/EXIT OFF MCDOWALL STREET

The proposed development indicates Entry/Exit to the Service Station off the McDowall Street access. It is felt that this would be a safety concern and if consideration would be given to making this an EXIT LEFT ONLY, so that traffic leaving the service station would need to turn left directly to the traffic lights. And the entrance to the proposed Service Station be considered to come off Quintin street only.

There is currently only a single lane for traffic in this area of McDowall Street, going from the round-a-bout to the traffic lights, which at the point level with the eastern end of the premises of my business, it does split into two lanes with one being to turn right at the lights onto Quintin Street. The option to turn right coming out of the parking or premises along McDowall Street in this area is not allowed due to the centre lined area deeming this, however vehicles do regularly do so.

There is a substantial amount of traffic that traverses this section of roadway along McDowall Street and is particularly increased at school times in the morning between 8am to 9.30am and the afternoons between 2.45pm and 3.30pm. There can be long lines of vehicles (cars, small trucks & buses) blocked up through the round-a-bout to the traffic lights, and this congestion of vehicles generally would be a concern for any proposed entrance into the Service station development off McDowall St due to 1-lane traffic only, and certainly any right-hand exit would be a safety concern.

#3 – STORM WATER & WATER DRAINAGE

With the proposed development building designed to join the current brick wall on the eastern side of part of the premises that my business is in, and the height of the roof of the proposed new building, I would like assurance that there would be no increased water volumes or overflow of water that would potentially dump onto the current building at 133A/133B McDowall Street to cause impact from water run off or flooding internally or externally.

#4 – SEWERAGE

The sewerage pit point is located on the Development Block 129-131 McDowall Street. This would need to be considered in the development and where the most suitable location to extend it to would be for access.

#5 – ACCESS TO REAR OF MY BUSINESS PREMISES at 133A McDowall Street, during the proposed development.

I have previously noted the concerns with the width of the Easement off Quintin Street and any limitations for access to and from the rear of my business premises in #1, and would further seek to know if there would be any impacts or limitations to access via the easement off Quintin Street and any restrictions to parking or access to my business generally during construction.

#6 – NOISE MITIGATION

What would the requirements be around mitigating noise that maybe generated from the proposed site during development and once constructed and operational?

My business, Roma Therapeutics, is an Allied Health and Wellness Practice, that has Practitioners that are dealing with clients physical and mental wellbeing, and provide direct consultation as well as phone consultations, and therefore it is a clinic environment that attempts to provide a space that is limited in noise, safe and welcoming.

Although understanding would be given to the need for some noise during development and operations, any major noise impacts would be extremely disruptive to clients and my business operations.

.....

Thank you for the opportunity to put forward this submission and I welcome the opportunity to discuss further any of the concerns or points raised as needed. I am able to be contacted via mobile or email.

Many thanks

Yours Sincerely

Janelle Stanford

Roma Therapeutics

Email: admin@romatherapeutics.com.au

Mobile: 0408459810



Wednesday, 11 August 2021

Chief Executive Officer
Maranoa Regional Council
PO Box 620
Roma Qld 4455

Attention: Christopher Tickner
Via email: planning@maranoa.qld.gov.au

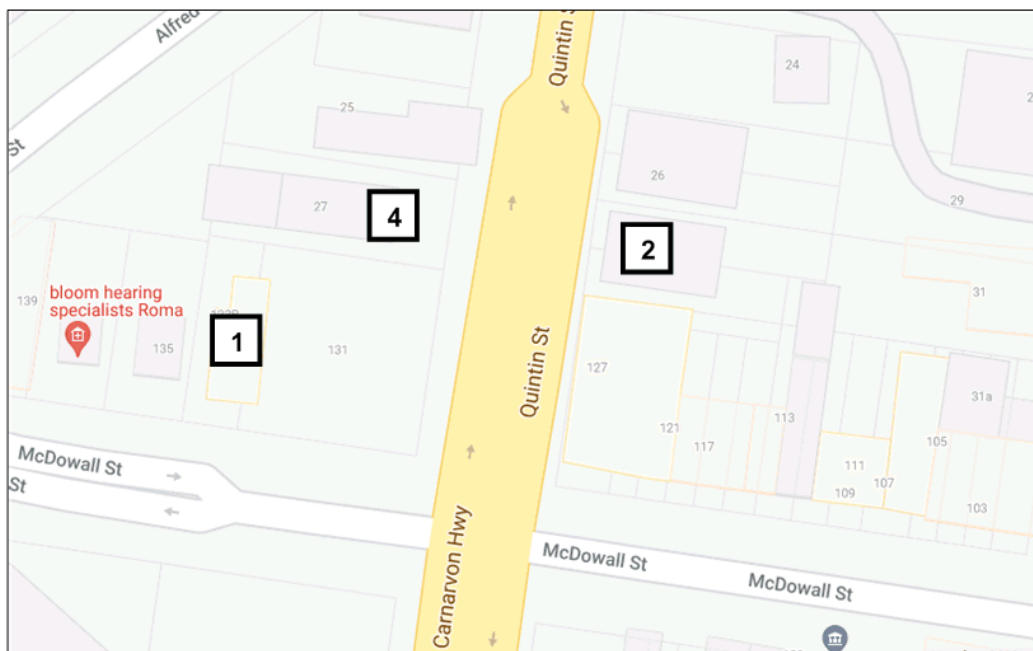
RE: RESPONSE TO THE PUBLIC SUBMISSIONS
COUNCIL REF: 2021/20326
Material Change of Use – Service Station and Operational Works – Adverstring Signage
129-131 McDowall St / Lot 2 RP60707

Dear Christopher,

We write to you in regard to the submission received following the public consultation period for the above-mentioned development application. A modest number of submissions (four) were received during the notification period, mostly business operators on adjoining or nearby premises. The submissions and associated concerns are detailed below with a response to how the proposed development will address the items of concern raised.

OVERVIEW OF SUBMISSIONS:

Submission Number	Submission Date	Submitter	Submitter Relationship to Site
1	NA	Roma Therapeutics	Business on Adjoining Premises
2	19/07/2021	Maranoa Laundry	Business Opposite Quintin St
3	NA		
4	19/07/2021	Maranoa Medical Centre	Service on Adjoining Premise



RESPONSE TO SUBMISSIONS:

Submission 1:

Submitted feedback	Applicant response
Disability Parking	This is a valid point, yet a matter to be raised with Council.
Loss of Carparking	Currently the access point to the site has carparking providing over it from Quintin Street. As shown below, these carpark are provided over a crossover.



The proposed crossover is generally consistent with this existing crossover and will not result in the loss of any legal parking in this space.

The proposed development is likely to result in the loss of 2 on street carparking spaces as shown below. This is unfortunately unavoidable to permit the necessary access to the operation of the site.



However, due to the alignment of the proposed crossover, additional space will be available on the western side of the crossover as shown below. Potential for additional parking in the space may be available and should be explored by Council.



	 <p>Overall, the net loss of parking is negligible and unavoidable to establish the proposed land use. The parking lost along Quintin Street is unlawful and covers an existing access easement. As outlined above, additional parking can be explored to offset the loss of parking along McDowall Street.</p>
Access to Rear	The conditions of the access easement from Quintin St will be maintained. Access to the rear of 133 McDowall St will be unrestricted through construction of the proposed development. The driveway to the site and easement from Quintin St is an improvement on the current conditions of access. The driveway has been modified with regards to the traffic conditions on Quintin St and vehicle access to the rear of 133 McDowall as such will facilitate for the safe entry and exit of increase vehicle movement on the site.
Noise Mitigation	The proposed development will be built to best practice standards to mitigate the impacts of construction on adjoining premises. The proposed development is not anticipated to result in a noise level that is inconsistent with that expected with the Principal Centre Zone.

Submission 2

Submitted feedback	Applicant response
Traffic	As part of the development application a comprehensive Traffic Impact Assessment was conducted. Providing an in depth investigation of traffic and transport impacts of the proposed development on the surrounding road network in accordance with Guide to Traffic Impact Assessment (2018) and the Maranoa Planning Scheme. The findings of the report concluded that the proposed development will not have any impacts on the safety and no significant changes to the efficiency of the immediate movement network.
Parking	Please refer to the above.
Environmental	<p>The proposed development has been designed with the guidance of a stormwater management plan. The management plan addresses all aspects of the proposed operations accordingly to mitigate the impacts on environmental values.</p> <p>The proponent who we represent as part of the development application has delivered many service station developments alike to the one being proposed. The design and construction of these</p>



	developments has been regarded with industry best practice. Overall, the proposed development is consistent with what is anticipated for the Principal Centre Zone.
Crime	The service station will be appropriately designed to include elements of Crime Prevention Through Environmental Design, including but not limited to lighting and opportunities for casual surveillance. The development is consistent with what is intended for the Principal Centre Zone.

Submission 3

Submitted feedback	Applicant response
Parking	Please refer to the parking response as Submission 1 . The proposed development will result in the loss of a negligible amount of parking and will open the potential for additional parking along McDowall Street to offset any parking lost.

Submission 4

Submitted feedback	Applicant response
Traffic	As part of the development application a comprehensive Traffic Impact Assessment was conducted. Providing an in depth investigation of traffic and transport impacts of the proposed development on the surrounding road network in accordance with Guide to Traffic Impact Assessment (2018) and the Maranoa Planning Scheme. The findings of the report concluded that the proposed development will not have any impacts on the safety and no significant changes to the efficiency of the immediate movement network.
Parking	Please refer to the parking response as Submission 1 . The proposed development will result in the loss of a negligible amount of parking and will open the potential for additional parking along McDowall Street to offset any parking lost.
Power Supply	The development is unlikely to result in any power outages, if there is the need to any stage provide any upgrades or works to the electricity network. All adjoining landowners will be informed via a planned event.

We do not foresee any major additional concerns from Council but wish to formally request that should Council have any additional or outstanding issues to please contact us prior to making a decision.

Kind Regards,

A handwritten signature in black ink, appearing to read 'Mike Harries', with a stylized flourish at the end.

Mike Harries | Director
Steffan Town Planning
 Email: mike@stppmail.com.au



Enquiries: Tanya Mansfield
Phone: 07 4624 6935 (Direct) or
1300 007 662 (via Customer Service)
Our Refs: D20/121987; D21/13193

17 February 2021

Mr Michael & Margaret Wright
28 Quintin Street
Roma Qld 4455

Via email: maranoalaundry@bigpond.com

Dear Mr & Mrs Wright

Re: Request for Council to purchase additional land for Car Parking in Roma

I am writing in relation to your request for Council to consider purchasing additional land to create more car park spaces in McDowall Street, Roma.

Your request was considered at the Ordinary meeting held on the 27 January 2021.

The outcome from the meeting was that Council resolved as follows:

Resolution No. OM/01.2021/58

That Council:

- 1. Acknowledge the request received.**
- 2. Consider a report at a future Council meeting, on the current availability of car parking in the Roma CBD.**

This future report to Council meeting will be coordinated by Council's Strategic Road Management Team within Infrastructure Services.

If you have any further queries on any facilities or land matter, please do not hesitate to contact Council's Manager Facilities (Land, Buildings & Structures), Tanya Mansfield, on one of the numbers provided above.

Yours sincerely

A blue ink signature of Robert Hayward, consisting of a large, stylized 'R' and 'H'.

Robert Hayward
**Deputy CEO/
Director Development, Facilities & Environmental Services**

OFFICER REPORT

Meeting: Ordinary 25 August 2021

Date: 17 August 2021

Item Number: L.2

File Number: D21/67036

SUBJECT HEADING: Commercial Use of Local Government Controlled Area - Request to Setup a Marketing Trailer (stall)

Classification: Open Access

Officer's Title: Manager - Saleyards

Executive Summary:

A request has been received seeking approval to setup a commercial marketing trailer (stall) at the Roma Saleyards.

Officer's Recommendation:

That Council approve the request to set up a commercial marketing trailer (stall) at Roma Saleyards in accordance with the Hire of Roma Saleyards Policy and the following conditions:

1. The land is to be used by the applicant for the parking of the marketing trailer (stall) only; and
 2. The frequency be conditioned to the first Tuesday of each month and specialty sales (bull sales); and
 3. The marketing trailer (stall) is to be setup on the north-western area adjacent to the stud stock selling arena; and
 4. The applicant is to provide waste collection containers for the site, and such containers are to be taken from the site upon departure; and
 5. The vehicle and mobile trailer must not impede traffic entering or leaving the saleyards facility; and
 6. Council has the ability to revoke this approval at any time by written notice; and
 7. The applicant must retain Public Liability Insurance of twenty million dollars for the duration of this approval of which Council is to retain a copy of such document; and
 8. The duration of this approval is from Tuesday 7 September 2021 up to and including Tuesday 7 December 2021; and
 9. The hours of operation will be from 8.00am to 2.00pm.
-

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).

Mr Brian Newman

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?

This matter is coming before Council as this type of request is required to be considered by Council in accordance with *Local Law No. 4 (Local Government Controlled Areas Facilities and Roads)* and the *Hire of Roma Saleyards Policy*.

Background:

Has anything already happened in relation to this matter?

(Succinct overview of the relevant facts, without interpretation)

A request has been received to set up a commercial marketing trailer (stall) at the saleyards.

Incoming correspondence: D21/67019

The Manager,
Roma Saleyards

Dear Paul,

I am writing to seek permission to set up my display trailer (2.7m x1.8m) at the Roma Saleyards on some sale days. I manufacture and sell a range of Australian Cattle Horn products, as well as polishing and mounting horns for private owners.

I would like to set the trailer up near the bullring, on the side of the entry road, avoiding taking any of the car parking spaces.



I hold a \$20,000,000 public liability insurance policy – certificate of currency attached.

I offer a range of unique, locally produced gift items which relate well to the Saleyard's core business and would be of interest to both Saleyard users and tourists.

I would be happy to bring my trailer to the Saleyards for your inspection, and have attached photographs of some of my finished items.

With thanks for your consideration,

Incoming correspondence: D21/ 67023

Sent: Monday, 16 August 2021 3:40 PM

To: Paul Klar <Paul.Klar@maranoa.qld.gov.au>

Subject: RE: Request to Set Up a Marketing Trailer - Roma Saleyards

Importance: High

Dear Paul,

Thank you for following up on my request to set up my Polished Horns marketing trailer on an occasional basis at the Roma Saleyards.

I would like to be there between 8:00 a.m. and 2:00 p.m. on the first Tuesday of each month, noting that any permission is to be reviewed annually.

I would also like permission to set up on Specialty Sale days, subject to the approval of the Sale organisers.

With thanks for your consideration,

Brian Newman

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 Law No. 4 (Local Government Controlled Areas Facilities and Roads)

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)

Hire of Roma Saleyards Policy

Commercial Events / Functions / Festivals / Display Stands

Commercial use of the Roma Saleyards for events, functions, festivals, or display stands are considered by Council in accordance with Local Law No. 4 (Local Government Controlled Areas Facilities and Roads). Areas available for hire:

- *Grassed Lawn Area*
- *Stud Stock Selling Arena*
- *Dining Area*
- *Undercover open area at Multi-Purpose Facility (verandas and/or walkways are not to be obstructed)*

Input into the Report & Recommendation:

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

Manager Saleyards

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)

Brian Newman

Risks:

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

Risk	Description of likelihood & consequences
N/A	

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 approve the request given it is an industry related marketing trailer (stall). It is recommended that this approval is for this calendar year and the applicant make application for the 2022 in advance of the commencement of the calendar year.

Recommendation:

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

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

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

That Council approve the request to set up a commercial pop-up stall at Roma Saleyards in accordance with the Hire of Roma Saleyards Policy and the following conditions:

1. The land is to be used by the applicant for the parking of the marketing trailer (stall) only; and
2. The frequency be conditioned to the first Tuesday of each month and specialty sales (bull sales); and
3. The marketing trailer (stall) is to be setup on the north-western area adjacent to the stud stock selling arena; and
4. The applicant is to provide waste collection containers for the site, and such containers are to be taken from the site upon departure; and
5. The vehicle and mobile trailer must not impede traffic entering or leaving the saleyards facility; and
6. Council has the ability to revoke this approval at any time by written notice; and

7. The applicant must retain Public Liability Insurance of twenty million dollars for the duration of this approval of which Council is to retain a copy of such document; and
8. The duration of this approval is from Tuesday 7 September 2021 up to and including Tuesday 7 December 2021; and
9. The hours of operation will be from 8.00am to 2.00pm.

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

No

Link to Corporate Plan:

Corporate Plan 2018-2023

Strategic Priority 4: Growing our region

4.6 Saleyards

Supporting Documentation:

Nil.

Report authorised by:

Director - Corporate & Community Services

OFFICER REPORT

Meeting: Ordinary 25 August 2021

Date: 16 July 2021

Item Number: L.3

File Number: D21/58455

SUBJECT HEADING: Stock Routes Discussion Paper - Proposed amendments to the Stock Route Management Regulation 2003 and associated legislation

Classification: Open Access

Officer's Title: Rural Land Services & Funding Officer / Team Coordinator

Executive Summary:

Council has been invited to provide feedback on the proposed amendments to the Stock Route Regulation 2003 and associated legislation. A draft submission will be tabled at the meeting for Councils' consideration.

Submissions close 3 September 2021.

Officer's Recommendation:

That Council endorse the draft submission on the proposed amendments to the stock route management regulation 2003 and associated legislation 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).

Stock route users
Landholders
The broader community

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
None	

Context:

Why is the matter coming before Council?

Council has been invited to participate in a review of the Stock Route Management Regulation and other associated statutory documents. The current discussion paper is the next step in the consultation process.

Background:

Has anything already happened in relation to this matter?

(Succinct overview of the relevant facts, without interpretation)

Councillors, Council officers, Stock route users and the general community have participated in consultation with the Department of Resources over a number of years to develop a new stock route network strategy and a review of the regulation. The current consultation process is the final step of this review prior to the implementation of the new stock routes regulation.

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 discussion paper has been developed to assist the state government in meeting their legislative requirements, with regard to the review of the Stock Route Management Regulation 2003. This regulation is subordinate legislation to the Stock Route Management Act 2002, under which Council has powers and obligations with regard to the operation and management of stock routes and associated infrastructure.

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 outcome of the proposed amendments to the Stock Route Regulation 2003 will require Council do develop a new Stock Route Network Management Plan.

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)

Kay Crosby, Manager EHWRLS

Advice on the financial impacts of the proposed amendments to the regulation

Martin Burke, Land Management Officer

Ricki Rathbone, Land Management Officer

Ray Thrupp, Land Management Officer

Ivan Gillies, Land Management Officer

Advice on the practical implementation of the proposed amendments to the regulation

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)

The proposals outlined in the discussion paper would see an increase of the stock route fees collected by council from 50% to 100%. The proposals would also see an increase in the value of the fees.

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 development of the new regulation will have an impact on drovers and rural landholders who use the stock route network for droving and agistment, through an alteration of the fee structure, and the classification of the stock route.

Risks:

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

Risk	Description of likelihood & consequences
Failure to lodge a submission	Council would miss an opportunity to provide feedback to the State Government on the implementation of the Stock Route Management Act

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 consider the recommended changes to the regulation as identified in the discussion paper, with a view to ensuring the long-term viability of the stock route network, ensuring it remains available for use by drovers and livestock owners.

Council also needs to consider the strategic significance of the stock route network to the operation of the Roma saleyards.

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?

As Council issues the largest number of stock route travel permits of any Local Government in the State and has the most active stock route network in Queensland, Council should carefully consider their response to the state to ensure this public asset remains available for its intended use by drovers and livestock owners.

Link to Corporate Plan:

Corporate Plan 2018-2023

Strategic Priority 4: Growing our region

4.9 Rural lands

Supporting Documentation:

1 [↓](#) Stock Routes Discussion Paper - Proposed amendments D21/58452
to the Stock Route Management Regulation 2003 and
associated legislation

Report authorised by:

Deputy Chief Executive Officer/Acting Director Infrastructure Services

Stock Routes Discussion Paper

Proposed amendments to the
Stock Route Management Regulation 2003
and associated legislation



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1 Introduction

The Queensland Government has developed the Stock Route Network Management Strategy 2021–2025 and undertaken an extensive review of the Stock Route Management Regulation 2003 (the regulation). Based on this review, provisions for a new regulation have been identified alongside related amendments to the *Stock Route Management Act 2002* (the Act). In addition, a change to the Nature Conservation (Protected Area Management) Regulation 2017 is proposed to enable consistency in fees. We endeavour to ensure that stock route reforms meet industry and local government expectations.

As we continue the consultation that the Queensland Government has already undertaken to develop a state strategy and to review the regulation, we invite your feedback on:

- regulation provisions and
- proposed improvements to the Act.

To provide feedback, please:

- complete the survey <https://haveyoursay.resources.qld.gov.au/stock-routes>
- email lpconsult@resources.qld.gov.au,
- or send by post to:
Stock routes review
Land Policy, Department of Resources
PO Box 15216
City East Qld 4002

2 Background

2.1 The stock route network

Queensland's stock route network has a long and rich history of supporting stock owners and the pastoral industry by providing an interconnected network of roads and routes for walking stock between destinations. The network is used by the pastoral industry as an alternative to transporting stock by rail or road, and as an important source of pasture in times of drought and other emergencies. The network also includes reserves for camping, water and pasture that can be used by travelling stock.

Approximately 72 000 kilometres of Queensland roads are declared as stock routes. While their primary use is as a resource for travelling stock, the roads and reserves also have environmental, recreational, and cultural significance. For example, these areas contain native flora and fauna, remnant vegetation and Indigenous and non-Indigenous cultural heritage.

Figure 1 (page 6) shows the pattern of use of Queensland's stock route network since 2014. Higher usage correlates with times of drought where alternate sources of pasture are in high demand.

This is further illustrated in Figure 2 (page 7), where stock numbers on the network increased significantly in 2018 and 2019 as the impacts of the drought, which commenced in early 2017, affected more of the state.

Figure 3 (page 7) illustrates how levels of use for travel and agistment can vary in different areas by showing the breakdown of use by local government area from 2013 to 30 June 2020. From 2013 to 2020, 99 per cent of travel permits were for large stock and 96.5 per cent of agistment permits were for large stock.

Many roads within the network are state-controlled roads, while others accommodate state-owned infrastructure for water, power, and communications. Supporting infrastructure, such as water facilities, holding yards and other assets, are also located along the network.

2.2 Governance

The Act and the regulation outline the state's objectives for managing the network and how these objectives are to be achieved.

The Act sets out the principles and responsibilities for managing the network, a planning process, and establishes the system of permits and fees for stock travel and agistment.

The regulation sets out key arrangements for managing the network. These include:

- declaring which roads or routes are stock routes on the stock route map
- identifying which local governments are required to prepare stock route network management plans under the Act; and
- setting the amount for fees, including for a stock agistment permit and a stock route travel permit.

Administration of the stock route network is shared between state and local government, with local governments responsible for the day-to-day management of the network in their local area. The state is responsible for the legislative framework, oversight in implementing the framework, compliance support and managing the maintenance of assets.

Figure 1 Use of the network by travelling stock from 2014 to 2020.

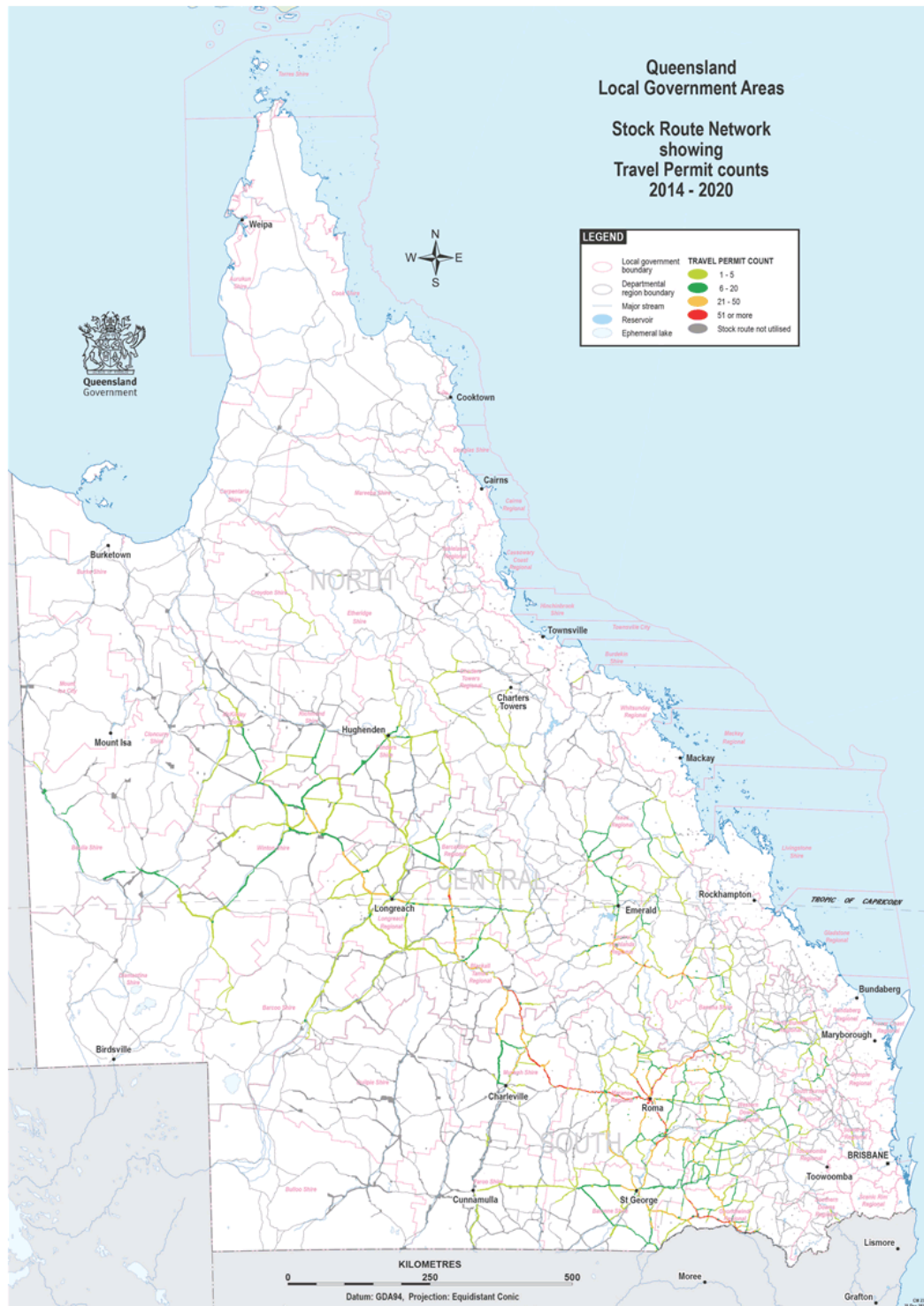


Figure 2 Annual stock volumes from travel and agistment permits between 1 January 2014 and 18 December 2020.

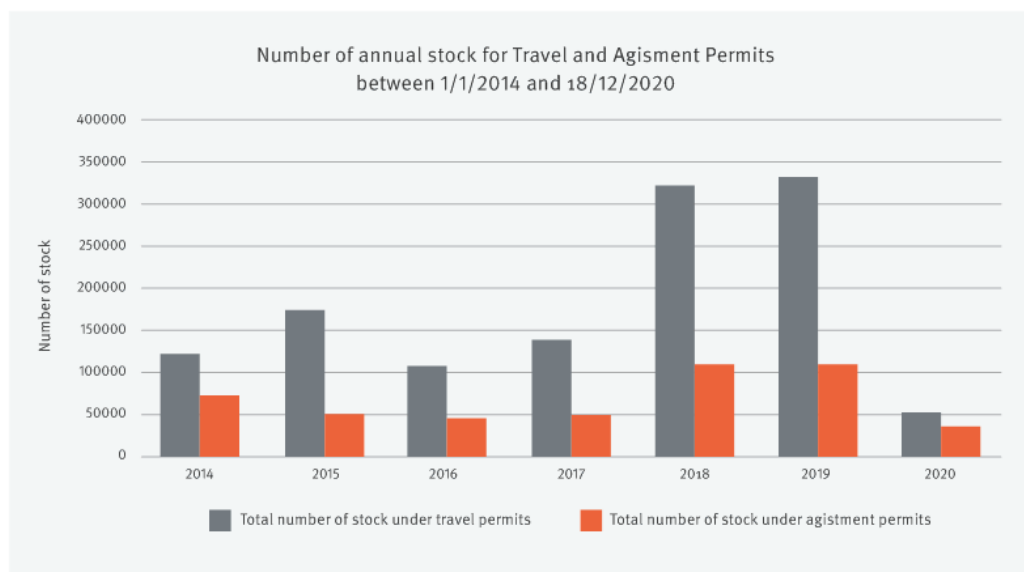
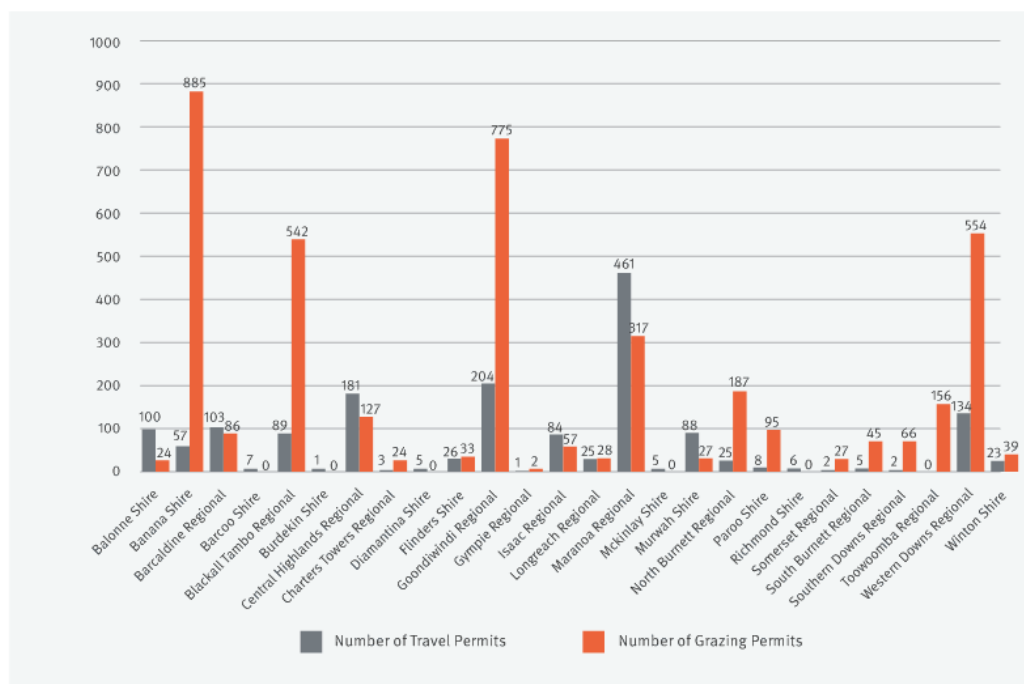


Figure 3 Total number of travel and agistment permits issued by local governments from 1 January 2013 to 30 June 2020.



2.3 Consultation to date

On 8 April 2019, the Queensland Government released the consultation paper Review of Stock Route Management Regulation 2003 and Queensland Stock Route Network Management Strategy 2014–19 for public feedback. This paper sought comment on the efficiency and effectiveness of both the strategy and existing regulation.

The primary focus of the Stock Route Network Management Strategy is to coordinate the multiple uses of the stock route network and its multiple stakeholders. A key purpose of the regulation is to outline the fees and charges for using the network.

Thirty-three formal submissions were received from local governments, peak bodies, individuals, and others, across three key areas of the regulation:

- the declaration of stock routes,
- stock route management plans, and
- fees.

Meetings and workshops were also held with key government, industry, conservation, and other stakeholders. The details of this consultation to date and the key outcomes are provided in Appendix 1 (page 22).

In addition to identifying improvements to the strategy and regulation, proposed improvements to the Act were also identified.

On 19 March 2021, the [Stock Route Network Management Strategy 2021–2025](#) (strategy) was released. This strategy identifies and coordinates activities undertaken by state government agencies and local governments for managing the network.

2.4 Opportunities for improvement

To date, the review process and extensive consultation has identified potential opportunities to improve the management of stock routes in Queensland. These proposed changes are outlined below and are divided into the following key areas:

- Proposed regulation amendments, and
- Proposed improvements to the *Stock Routes Management Act 2002*.

3 Proposed stock route provisions

The regulation contains provisions relating to:

- the declaration of stock routes and the stock routes map, including how to inspect the map
- when local governments are required to prepare a stock route management plan
- the interest on amounts payable
- the prescribed market value of seized stock
- cost and revenue to manage the network, and
- other administrative matters.

3.1 Declaration of stock routes

Stock routes are declared by their presence on a Queensland Government map. Digital data sets show stock routes and travelling stock reserves and are available on the Open Data Portal and Queensland Globe.

The map and data sets show where stock can travel and graze on the network if a permit is first obtained from the relevant local government (with some limited exceptions). It may also show where different stock route facilities are located and the category of sections on each route. The categories indicate how important a section is for use by travelling stock.

There are several advantages to declaring routes that are often used for travelling stock. The advantages include:

- the identification of which local government has management and administrative responsibility for each part of the network
- the route is considered as part of planning and other decisions relating to tenure and use of an area so that any proposed tenure or use changes will not have a negative impact on the network.

Based on consultation feedback, it is proposed that stock routes will continue to be declared by showing where they are located on a map. A map amendment process is proposed that is efficient and transparent. This may require an amendment to the *Stock Route Management Act 2002*.

Proposed

Declare stock routes by mapping their location on a digital data set called Stock routes–Queensland available through the Queensland Open Data Portal. Maps derived from this data set will be accessible from department offices and the department website. The data and maps will be updated through an efficient and transparent process.

3.2 Stock route network management plans

The main objective of the Act is to provide a framework for the sustainable management of Queensland's stock route network for its use by stock, as well as protecting other uses and values for current and future generations. The Act requires certain local governments to prepare a stock route network management plan (management plan) and sets out the matters that the management plan could include. For example, how the resources and values on the network will be managed for stock and other users, and how facilities on the network will be maintained.

While the preparation of management plans can be time consuming, local government feedback from the public consultation paper acknowledged that they:

- can be useful tools in establishing and communicating how a local government will propose to manage and administer the stock route network, and
- can help to address operational issues in their local area.

The feedback also provided a wide range of other issues that stakeholders believe should be included in a management plan.

Local governments with little or no stock route use did question the relevance of preparing a management plan, given how time consuming it can be.

At present, the 24 local governments required to prepare a management plan are listed in the regulation.

Proposed

List only those local governments which are required to prepare a management plan—those with more than 50 hectares of primary stock route in their local area. Other local governments can still prepare a management plan if they choose to do so; however, they can also include stock routes in other planning documentation.

A primary stock route is defined as a stock route that has a demonstrated history of frequent and high-volume use, predominantly comprises more productive and resilient land types, and that has reliable water.

Table 1 Local Governments currently required to prepare a management plan and local governments proposed to prepare a management plan.

Local government presently required to do a plan	Local governments proposed to do a plan
Balonne Shire Council	Balonne Shire Council
Banana Shire Council	Banana Shire Council
Barcaldine Regional Council	Barcaldine Regional Council
Barcoo Shire Council	Barcoo Shire Council
Blackall Tambo Regional Council	Blackall Tambo Regional Council
Boulia Shire Council	Boulia Shire Council
Bulloo Shire Council	Central Highlands Regional Council
Central Highlands Regional Council	Diamantina Shire Council
Charters Towers Regional Council	Flinders Shire Council
Cloncurry Shire Council	Goondiwindi Regional Council
Diamantina Shire Council	Isaac Regional Council
Flinders Shire Council	Longreach Regional Council
Goondiwindi Regional Council	Maranoa Regional Council
Isaac Regional Council	McKinlay Shire Council
Longreach Regional Council	Murweh Shire Council
Maranoa Regional Council	North Burnett Regional Council
McKinlay Shire Council	Paroo Shire Council
Mount Isa City Council	Richmond Shire Council
Murweh Shire Council	Western Downs Regional Council
Paroo Shire Council	Winton Shire Council
Quilpie Shire Council	
Richmond Shire Council	
Western Downs Regional Council	
Winton Shire Council	

3.3 Interest on amounts payable

Under the Act, interest is payable on any amounts not paid by a landholder if they have been charged with:

- non-compliance with a fencing notice
- a mustering notice, or
- an obligation to maintain a fence.

The regulation states that any interest to be paid must be calculated daily using the Reserve Bank of Australia's official cash rate for the day.

Proposed

It is proposed to change the interest rate to the rate prescribed under the Taxation Administration Regulation 2012. This applies to Queensland:

- transfer duty
- land tax
- royalties (all land-based taxes), and
- payroll tax.

This is based on the more contemporary bank bill yield rate for the day plus a margin of eight per cent. The bank bill yield rate means the monthly average yield of 90-day bank accepted bills published by the Reserve Bank of Australia. The benefit of using this rate is to provide greater consistency with other Queensland legislation, and to strike a mid-point between other common interest rates charged.

3.4 Prescribed market value of seized stock

Under the Act, it is an offence for stray stock to be on the network. Consequently, local governments are able to seize stray stock on the network and give the owner a notice of seizure.

If the owner of the stray stock does not respond to this notice and the stock have a prescribed market value stated in the regulation or above, they must be sold by public tender or auction. If the local government reasonably believes the stock have a market value of less than what is prescribed in the regulation then they may dispose of the stock in the manner they consider appropriate. The Act states that the prescribed market value must not be less than \$1000, which is presently the value stated in the regulation.

Proposed

It is proposed to continue to use a value of \$1000 or above to trigger the requirement for a local government to sell seized stock by public tender or auction.

3.5 Costs and revenue to manage the network

The Act includes a principle that any person who benefits from using the network must pay a reasonable amount for its use. The regulation review included an analysis of the current fee regime, including whether the permit fees generate reasonable revenue to cover the cost of administration and maintenance of the network. The analysis included modelling the potential impacts of a range of different fee regimes.

The analysis included:

- reviewing studies undertaken since 2006 on the fee framework
- an independent analysis undertaken in 2019
- additional analysis and modelling by the Queensland Government, and
- consultation with key state and local government and industry stakeholders.

3.5.1 The fee framework

Government policy requires that regulatory fees and charges maintain their value over time, relative to the anticipated increase in associated costs. The travel permit fee is currently too low to be indexed.

To streamline the annual process to increase fees (indexation) and ensure they maintain their value over time, the Queensland Government has introduced a fee unit model with implementation commencing 1 January 2022. This model provides for the indexation of fees through the indexation of the fee unit rather than amendment of individual fees. For example, if a fee unit were to be represented as a \$1.00 fee = one fee unit, the preferred options identified through stakeholder consultation and modelling, both as cents per head per day, to meet indexation requirements and as fee units, are shown below.

Table 2 demonstrates the preferred options as cents, %1.00 value and fee units.

Fee	Stock size	cents per head per day	As a \$1.00 value	As a fee unit
Travelling fee	Large stock	5 cents	\$1.00 per 20 head*	1 fee unit per 20 head*
	Small stock	0.7 cents	\$1.00 per 140 head**	1 fee unit per 140 head**
Agistment fee	Large stock	\$2.80–\$5.50 per head per week***	\$2.80–\$5.50 per head per week***	2.8 fee units to 5.5 fee units per head per week***
	Small stock	\$0.40–\$0.80 per head per week***	\$2.00–\$4.00 per head per week***	2 fee units to 4 fee units per 5 head per week***
Application Fee [#]		\$150.00	150.00	150 fee units

* or part of 20 head

** or part of 140 head

*** or part of week

~ or part of 5 head

Proposed

Application fee unlikely to be included in remade regulation due to requiring a change to the Act.

Proposed

It is proposed to introduce the following fees:

Fee	Stock size	As a fee unit
Travelling fee	Large stock	1 fee unit per 20 head*
	Small stock	1 fee unit per 140 head**
Agistment fee	Large stock	2.8 fee units – 5.5 fee units per head per week***
	Small stock	2 fee units to 4 fee units per 5 head ⁴ per week***
Application fee [#]		150 fee units

* or part of 20 head

** or part of 140 head

*** or part of week

Application fee unlikely to be included in remade regulation due to requiring a change to the Act.

3.5.2 Analysis of network use and value

To determine a more appropriate level of cost recovery, an assessment was made of the extent to which other users benefit from using the network compared to the grazing industry through travel and agistment on the network. An assessment identified two main groups that derived benefit from using the network and the resulting value:

- 79 per cent of the value goes to the community based on environmental, cultural and recreational benefits, and
- 21 per cent of the value goes to the grazing industry (i.e. the pastoral industry and to a smaller extent beekeepers), by providing for stock travel and agistment.

Therefore, it is considered appropriate that the grazing industry would be responsible for 21 per cent of the administration and maintenance costs, through the payment of fees to use the network.

3.5.3 Small stock fees

From 2013 to 2020, one per cent of travel permits and three per cent of agistment permits were for small stock. The regulation identifies small stock as sheep and goats. The only permits issued for small stock since 2013 have been for sheep.

Table 3 shows the number of permits issued for small stock (sheep) between 1 July 2013 to 30 June 2020.

Permit type	Number of permits issued	Total number of sheep	Average number per permit	Range of sheep per permit
Travel	16	34 875	2180	700–4000
Agistment	139	55 142	379	7–2400

The regulation sets travel permit fees for small stock at one-fifth the value for large stock.

Present comparisons of resource utilisation between sheep, goats and cattle indicate that dry matter intake (kilograms dry matter eaten in a day) is very similar for goats and sheep¹. Cattle have greater

¹ More information is available in Pahl L. (2019), Macropods, feral goats, sheep and cattle: 1. Equivalency in how much they eat. The Rangeland Journal. <https://doi.org/10.1071/RJ19044>

energy requirements than sheep and goats, with a 450 kg steer equivalent to 7.1–8.0 non-lactating 2-year-old sheep. However, when sheep, goats and cattle graze in the same large paddocks with multiple different plant types, goats and sheep will consume more high-quality forages than cattle, and hence a 450 kg steer is likely to be equivalent to fewer than eight sheep.

Proposed

It is proposed to charge a travel and agistment fee for small stock at one seventh the fee for large stock.

3.5.4 Cost and revenue analysis

The Act establishes two permits for using the network:

- an agistment permit for short-term grazing (for 28 days or less), and
- a travel permit for moving stock along a stretch of the network over a certain period of time.

Table 4 shows the current fees for these permits.

Permit type	Current fee
Agistment permit for large stock	\$1.20 to \$2.90 per head per week
Agistment permit for small stock	\$0.11 to \$0.46 per head per week
Travel permit for large stock	\$0.02 per km per 20 head (or part of 20 head)
Travel permit for small stock	\$0.02 per km per 100 head (or part of 100 head)

In the 2019–2020 financial year:

- 230 travel permits were issued—227 for large stock and three for small stock, and
- 904 agistment permits were issued—884 for large stock and 20 for small stock.

The cost to manage the network is related to:

- administration (including issuing permits),
- planning and undertaking compliance
- maintenance activities, and
- pasture and water consumed by stock (based on an estimation of the value of dry matter and water consumed by one head of cattle per day).

Table 5 outlines the estimated costs (based on data for the 2017–18 financial year).

Cost category	Estimate
State and local government administration, management and maintenance	\$6.3–7.3 million
Cost of the resource (cost of pasture and water)	\$156 000
Total cost for activities associated with the use of the network	\$7.5 million

The revenue to manage the network is generated by travel and agistment permit fees charged by local governments. Four local governments generate additional revenue by charging a travel permit application fee.

Table 6 outlines the estimated revenue (based on data for the 2017–18 financial year).

Source of revenue	Revenue
Travel and agistment permit fees	\$324 000
Application fees	\$ 60 000
Total revenue	\$384 000

When the revenue from permit fees is compared to costs (revenue divided by cost), less than five per cent of the cost of managing the network is being recovered. This is a low level of cost recovery and means that state and local governments provide a significant level of cost subsidisation to users of the stock route network.

3.5.5 Consultation on fees

Stakeholder feedback indicated that permit fees should reflect a user pays system and that fees should be increased to allow local governments to better recover the cost of maintaining the network and its facilities. However, not to the extent that it becomes unaffordable to move stock on the network.

Support was also given for a travel permit fee to be charged per day (not per kilometre), to better reflect the amount of resources used while on the network, as well as for agistment rates to reflect or be just below commercial grazing rates.

Stakeholders showed support for the introduction of an application fee to be charged when issuing a new travel and agistment permit. This would assist local governments to cover the cost associated with the assessment of an application, which can involve an officer undertaking an on-ground assessment of the network to ensure that there is enough pasture available for stock. While some local governments already charge an application fee under the *Local Government Act 2009*, the introduction of an application fee into the regulation would enable the same fee to be charged by local governments and make it easier for them to apply an application fee.

An amendment to the Act would be required before an application fee could be added into the regulation. This is further discussed in the Proposed Improvements to the Act section (page 18).

Stakeholders showed support for providing a range of agistment permit fees so that local governments were able to choose an appropriate fee based on an assessment of local pasture condition and water availability. Consultation with local governments and grazing sector stakeholders provided broad support for the following preferred fee options for large stock:

- a travelling fee of five cents per head per day
- an agistment fee of \$2.80–\$5.00 per head per week; and
- clarity for local governments to charge an application fee and that fee to be \$150.00.

When these preferred options are combined, they achieve a cost recovery ratio of around 21 per cent to 25 per cent.

3.5.6 Criteria for local governments to charge a fee for agistment

The regulation states that local governments must consider a range of issues when deciding an appropriate fee for an agistment permit. Local governments cannot charge a rate less than the minimum or a rate more than the maximum. The issues that are required to be considered are:

- the type of country and the stock being agisted under the permit
- the quality of pasture available for the agistment
- the accessibility of water for the agistment
- the proposed use of travelling stock facilities under the permit, and
- comparable agistment rates in the area.

It is not proposed to make any substantive changes as the above are considered appropriate factors to determine fee levels.

3.5.7 Replacement travel permits

If the circumstances change for a person issued with a travel permit, such as a need to change the time and the route being taken, then the person is required to inform the local government responsible for the permit. Based on the information received the local government may issue a new permit with a different fee.

If the new fee is more than the previous fee, then the permit holder will need to pay the difference. If the new fee is less than the previous fee, then the local government will need to refund the difference.

The regulation contains clauses that enable the difference between a current and replacement permit fee to either be paid or refunded. There is no proposal to change the intent of this provision, however it will be changed to align with the specific provision in the Act.

3.6 Schedules

The current regulation has three schedules:

Schedule 1: local governments required to prepare stock route network management plans

Schedule 2: fees, and

Schedule 3: dictionary.

These three schedules are to be retained with the proposed changes to schedules 1 and 2 outlined above (refer to sections Stock route network management plans on page 10 and Costs and revenue to manage the network on page 13).

The current dictionary in the regulation contains seven definitions, with five terms no longer used in the regulation. These terms are:

- government entities
- small urban local government
- large urban local government
- very large urban local governments, and
- rural local government.

Proposed

The two terms still in use are small stock and large stock. It is proposed these definitions be retained, with the only change being that vicunas are removed from the definition of large stock and placed in the definition of small stock.

4 Proposed amendments to the Nature Conservation (Protected Areas Management) Regulation 2017

Under certain circumstances permits can be granted for stock to travel through protected areas (e.g., national parks). Presently, the fee to travel cattle and horses through a protected area is 7 cents per 20 head per kilometre, and for other stock 7 cents per 150 head per kilometre. It is proposed to amend these fees to a per day format and to reflect the proposed fees for travelling stock on the stock route network.

Area	Stock type	Fees Charged	\$ per 1000 head for 100 kilometres (assuming 10 km per day) or 10 days travel
Stock route network	Large stock	2c per 20 head per kilometre	100
Stock route network	Small stock	2c per 100 head per kilometre	20
Protected area	Cattle and horses	7c per 20 head per kilometre	350
Protected area	Other	7 c per 150 head per kilometre	49
Proposed new fee for both areas	Large stock/cattle and horses	\$1.00 per 20 head per day	500
Proposed new fee for both areas	Small stock/other	\$1.00 per 140 head per day	80

Proposed

It is proposed to amend the Nature Conservation (Protected Areas Management) Regulation 2017 to charge the same fee for travelling stock on the protected areas estate as proposed for stock routes.

5 Proposed improvements to the Act

Recent consultation processes have identified several opportunities to improve the management of stock routes by making changes to the Act. The proposed amendments include simplifying processes for local governments, and greater cost recovery for local governments.

5.1 Simplifying processes for local governments

The proposed Act amendments would simplify, and modernise, the requirements and responsibilities for local governments. They include:

- removing the need for the Minister to consider a local government's draft stock route network management plan
- removing the requirement that a local government establish a working group to advise on the preparation of the draft plan
- replacing the requirement for the draft plan to be published in local hardcopy newspaper with notification through media circulating in the local government's area,
- extending the life of a local government's stock route network management plan and aligning review of the plan to the associated stock route management strategy, and
- providing certainty that local government's need to consult with state agencies where stock routes are co-located on or adjacent to state-controlled roads and protected areas.

5.1.1 Removal of Ministerial consideration for a plan

Removing the need for a Minister to consider a draft local government stock route management plan (or an amended plan) acknowledges that as local governments are responsible for maintaining stock routes and issuing permits and are also best placed to understand the management requirements in their area.

Local governments are already required to meet the Act requirements for plans and seeking Ministerial approval for a local plan is seen as onerous, unnecessary and not adding any value to the process. Similar requirements in other legislation (e.g. Biosecurity Act 2014) do not require similar plans to be reviewed by a Minister.

5.1.2 Removal of working groups for plans

Removing the requirement for local governments to establish a working group to advise on preparing a plan provides local governments the flexibility to develop a plan in a manner that suits their requirements. The Act would retain requirements that plans need to be consistent with the Act, the State strategy, the interests of the local community and relevant state agencies.

5.1.3 Notification requirements

Replacing the requirement for local governments to place a notice in a newspaper, with a digital or other contemporary solution. Notification is required when:

- seeking to issue a permit for agisting stock
- informing if stock has been seized,
- or giving notice of a draft plan.

With more news outlets in Queensland moving to digital media, the requirement to notify by print media does not reflect contemporary business practices. For example, information displayed on a website or on local media channels could be sufficient.

5.1.4 Time extension and review of plans

Extending the duration of local government management plans from four to five years and providing for review every five years, is consistent with the review timelines for the State's Stock Route Network Management Strategy.

This proposal would enable the implementation of actions in the strategy to be incorporated into local government plans. Development of the strategy involves extensive consultation with local governments, government departments and key stakeholders and identifies priorities for managing the network for the next five years.

5.1.5 Consulting with state agencies

It is proposed to make it a requirement for local governments which have stock routes adjacent to or co-located on state-controlled roads and protected areas to consult with the relevant state agencies when developing their stock route management plans.

Stock routes often overlap or run adjacent to other types of state land tenure, such as state-controlled roads, and protected areas. Stock routes adjacent to and overlapping state roads means that stock can pose a risk to road safety and transport infrastructure unless appropriately managed. Stock routes adjacent to protected areas can impact on park management practices and biodiversity. Feedback received is that there is a lack of consistency in local government's consulting with relevant state agencies when developing their plans and when issuing permits

5.2 Greater cost recovery for local governments

Act amendments are also proposed to provide for greater recovery of costs by local governments, consistent with the discussion of costs and revenue above. These proposals include:

- providing for local governments to retain 100 per cent of the revenue received for stock routes, and
- adding provisions which enable local government to charge application fees for travel and agistment permits.

5.2.1 Retaining revenue

Local governments are presently required to provide 50 per cent of the funds they receive from permits to the Queensland Government. It is proposed to enable local government to keep 100 per cent of the money received from permit fees, penalties and water facility agreements to fund administration and maintenance of the network.

An independent assessment of the costs and benefits of managing the network determined that less than five per cent of the cost of managing the network is being recovered. This is a low level of cost recovery and means that state and local governments provide a significant level of cost subsidisation to users of the stock route network. As half of the fee revenue is given to the state government this means that even less is available for local government's to offset the cost of managing the network.

Stakeholder feedback supported a greater retention of revenue by local governments so that they are more capable of managing the network in a sustainable way.

5.2.2 Application fees

There is confusion around the ability of local governments to charge a fee for assessing an application to travel stock or to agist stock on the network. To provide clarity, it is proposed to amend the Act to provide for this fee and amend the regulation to include an application fee of \$150.00.

The proposed application fee of \$150 reflects the amount currently charged by some local governments to recover the costs of assessing an application. It is also proposed to give local governments the ability to decide whether they charge the application fee during periods of hardship (e.g., droughts or floods).

Application assessments involve an on-ground check of the pasture and water available for stock. This requires a suitably trained officer to travel to the permit area and make an informed assessment. Therefore, an application fee would not be refundable, even if an application is refused, as the purpose of the fee is to cover the costs of assessing an application.

6 Delivery of the changes

Feedback received through this consultation process will inform the development of a new regulation, which is planned to commence upon the existing regulation's expiry.

Depending on the feedback received on the proposed Act amendments, if supported, these changes will be progressed for the government's consideration later in 2021 or early 2022.

7 Have your say

The Queensland Government is seeking industry and community feedback on the amendments proposed in this discussion paper and are seeking your views on any impacts and unintended consequences.

As well as general feedback on any impacts, we would appreciate your responses to the following questions:

1. Do you have any concerns regarding the proposed changes to fees, including fees for a travel permit, agistment permit, or making an application?
2. Do you think it is reasonable that fees for small stock are set at approximately one seventh the fees for large stock, given the different consumption levels of small versus large stock?
3. Do you think it is reasonable that local governments with over 50 hectares of primary stock routes in their area be required to prepare a specific stock route network management plan? If not, what would you propose and why?
4. Do you think the criteria which local governments must consider when deciding a fee for an agistment permit are appropriate? Is there anything else which should be considered?
5. Do you have any concerns with the proposed stock routes Act amendments?
6. Do you have any other feedback, or concerns, you would like the government to consider?

How to provide feedback:

- complete the survey <https://haveyoursay.resources.qld.gov.au/stock-routes>
- email lpconsult@resources.qld.gov.au,
- Or send by post to:
Stock routes review
Land Policy, Department of Resources
PO Box 15216
City East Qld 4002

Submissions close on 3 September 2021

For more information, visit resources.qld.gov.au or call 13QGOV (13 74 68).

Please note that your submission may be made publicly available.

Appendix 1: Summary of consultation on the stock route regulation and strategy

As part of the review of the Stock Route Management Regulation 2003 (the regulation) the Department of Resources (the department) has undertaken a range of consultation activities to seek stakeholder and community feedback on the review and remake of the regulation. This document summarises these activities and outlines key consultation outcomes.

Public discussion paper

The consultation paper Review of Stock Route Management Regulation 2003 and Queensland Stock Route Network Management Strategy 2014–19 (the consultation paper) was released for public submissions from 8 April to 10 May 2019. The consultation paper was available on the department's website and social media channels, and the Queensland Government Get Involved website.

The department contacted 58 local governments and 50 stakeholders (including drovers, the Local Government Association of Queensland (LGAQ), AgForce, resource management organisations, and Aboriginal Peoples and Torres Strait Islander representative groups) advising that the consultation paper and associated survey had been published. This process was supported by 14 meetings and phone calls with 18 stakeholders, including meetings in key regional centres.

Thirty-three formal submissions were received from local governments (9), peak bodies (6), individuals (2) and others (18) across three key areas of the regulation: declaring stock routes; stock route management plans; and fees.

Declaring stock routes

Under the regulation, stock routes are defined by either being shown on a map as a declared stock route or defined as a road or route that is ordinarily used by travelling stock.

- Submitters favoured stock routes being declared via a map, as there was confusion about identifying stock routes that were 'ordinarily used' by travelling stock but that were not shown on the map.
- Submitters provided suggestions for improving the way stock routes are identified, such as using online tools, GPS and smart phone technology; Queensland Globe; and better signage.
- It was agreed that maps are the best way to identify stock routes but they should be available on a wider range of electronic platforms.
- A review and rationalisation of the stock route network was suggested.

Stock route network management plans

As part of establishing a planning framework for managing the stock route network, the *Stock Route Management Act 2002* (the Act) requires certain local governments to prepare a stock route network management plan (management plan) and sets out the matters that a management plan could include. The regulation prescribes which local governments must prepare a management plan.

- Local governments and the LGAQ supported management plans as useful tools if they articulated how compliance issues would be dealt with, how management and administration will be resourced and managed, methods for communicating with users and the community, and policy decisions concerning pasture condition and mob sizes.
- Other submitters wanted management plans to be more adaptive, particularly for seasonal and condition changes, and to support desired management outcomes.

- Some agencies supported the inclusion of agency-specific information, for example animal welfare and biosecurity information, road safety information.
- Submitters suggested a wide range of other matters for inclusion in a management plan, spanning the spectrum of other users and values that the stock route network supports.
- There was unanimous support for a management plan template for local governments, to ease the burden of preparing a management plan.

Fees

The Act establishes two permits for using the stock route network, an agistment permit and a travel permit. The regulation prescribes the fees to be charged for these permits.

- There was general support for fees to be increased and for local governments to retain 75 per cent to 100 per cent of the revenue they collect from fees (local governments currently keep 50 per cent under the Act).
- A range of different calculation methods were suggested including charging per head per day; per head per week; and per head per kilometre.
- There was support for the agistment rate to be set at or just below commercial agistment rates.
- Submitters called for greater consistency in how fees are set and managed across local government areas, including in relation to obtaining permits and application fees.
- LGAQ noted that current fee levels captured a fraction of the cost of local government's managing the network.
- Some submitters wanted other users of the network to pay fees for its use, for example, camping fees for tourists, horse riders and recreational users.

Effectiveness and efficiency of the regulation

The consultation paper asked stakeholders whether the regulation was effective and efficient and what could be done to improve its efficiency and effectiveness.

- Stakeholder feedback was split on the efficiency and effectiveness of the regulation.
- Stakeholders considered the regulation ineffective and inefficient in relation to the level of fees being charged, compliance with requirements such as the required travel rate, maintenance of the network and its facilities, including management of environmental values, the ability to make changes to the network.
- Feedback in relation to improving the efficiency and effectiveness of the regulation focussed on changes to the fee structure (application fees, charging per head per day), disallowing slow travel, enforcement, education, management and maintenance of the network and its facilities, and greater consistency in how the regulation is implemented across local governments.

Meetings with stakeholders

Over 20 meetings and briefings were held with a number of government and non-government stakeholders throughout the consultation process. Major stakeholders such as LGAQ, AgForce and drover representatives were contacted regularly.

Workshops

The department ran four regional workshops in Longreach, Emerald, Roma and Kingaroy from August to September 2019 with representatives from local governments, drovers, AgForce, the Department of Transport and Main Roads (DTMR) and natural resource management groups. A fifth workshop was held in Brisbane in October with representatives from LGAQ, AgForce, drovers and key government agencies with a role in stock routes (DTMR, Departments of Agriculture and Fisheries, Environment and Science and Seniors, Disability Services, Aboriginal and Torres Strait Islander Partnerships).

The workshops canvassed views on the regulation and strategy and sought feedback on an audit of the stock route network and stock route categories that the department was also undertaking as part of the review of the regulation and strategy.



OFFICER REPORT

Meeting: Ordinary 25 August 2021

Date: 19 August 2021

Item Number: L.4

File Number: D21/68036

SUBJECT HEADING: Request for Footpath Upgrade under Cost Sharing Arrangement - Gregory Street, Roma

Classification: Open Access

Officer's Title: Deputy Director / Strategic Road Management

Executive Summary:

Council has received a request from the owner of Lot 2 on RP3123 (Department of Transport and Main Roads) to construct a section of footpath in Gregory Street, Roma. The owner has indicated a willingness to enter a cost sharing arrangement with Council to have the works completed.

Officer's Recommendation:

That Council:

1. Note the request received and agree to enter into a 50% co-contribution footpath arrangement with the owner of Lot 2 on RP4378
2. Authorise the Chief Executive Officer to sign the required documentation to enter into such agreement with the owner of Lot 2 on RP4378;
3. Upon execution of the co-contribution footpath arrangement include the project onto Council's Capital Works Program for management and delivery by Council;
4. Fund the 50% Council's contribution under Council Upgrade of Footpaths: 50% Contribution Initiative.

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).

Owner 2 RP4378 – 30-32 McDowall Street, Roma being Queensland Government, acting through the Department of Transport and Main Roads.

Acronyms:

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

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

Acronym	Description
AMP	Asset Management Plan
CMDG	Capricorn Municipal Development Guidelines
DTMR	Department of Transport and Main Roads

Context:

Why is the matter coming before Council?

Council has received a request from the owner of Lot 2 on RP4378 (Department of Transport and Main Roads) to construct a section of footpath in Gregory Street to provide improved access for customers.

The owner has indicated a willingness to enter a cost sharing arrangement to have the works completed.

The report presents Council with the details of the request for consideration.

Background:

Has anything already happened in relation to this matter?

(Succinct overview of the relevant facts, without interpretation)

Council has received a request from DTMR to construct a 1.5m wide footpath in Gregory Street that will tie in with the existing McDowall Street footpath to provide improved pedestrian access to the general public.

Follow up from a recent Safety Inspection, DTMR identified a potential issue with the pedestrians accessing the Transport office from the Main Roads office. The current situation requires visitors to walk along the grassed footpath on Gregory Street which is uneven and could pose a problem to any pedestrians who have problems negotiating rough walking surfaces.

DTMR would like to enter into a cost sharing arrangement with Council to construct the new pedestrian access with Council responsible for delivering the project.

Figure 1 – Proposed footpath location



Proposed new footpath on Gregory Street to allow safe passage for pedestrians from the Main Roads office to the Transport office on Gregory Street.

Insert 1: shows Telstra Pit, Energex pit and Fire Hydron that may be impacted by the proposed footpath

Insert 2: Footpath on McDowall St with access to water valve that may be within the new proposed footpath.

The proposed section of footpath would be 50 metres in length and 1.5m wide and constructed to CMDG requirements. It is recommended the surface be concrete.

Figure 2 – Proposed footpath location



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)

Under Section 59 of the Local Government Act 2009, defines a road as;

- (1) This division is about roads.

- (2) A **road** is—
- (a) an area of land that is dedicated to public use as a road; or
 - (b) an area of land that—
 - (i) is developed for, or has as 1 of its main uses, the driving or riding of motor vehicles; and
 - (ii) is open to, or used by, the public; or
 - (c) a footpath or bicycle path; or
 - (d) a bridge, culvert, ford, tunnel or viaduct.
- (3) However, a **road** does not include—
- (a) a State-controlled road; or
 - (b) a public thoroughfare easement.

Council Policies or Asset Management Plans:

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

What are relevant sections of the policy or plan?

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

Council Policy – Request for Capital Upgrade of Roads

Section 4 outlines the process to for any Capital Upgrade on Council's Urban Road Network; including footpaths.

Council Policy – Road Network Standards

In accordance with this policy, Section 4.5 – Upgrade of Road, states Council will actively pursue external sources of funding to upgrade urban streets. Should Council endorse the proposed footpath extension, entering into a 50% co-contribution agreement would be assist in reducing the overall cost of the works through the provision of 50% external funding.

Council Policy - Works in Road Reserves

Whilst Council's Works in Road Reserves policy allows for a third party to permission to carry out works in road reserves, it would be recommended, based on past examples, that once the applicant has paid the 50% contribution, the works be added to Council Capital Works Program and the construction be managed by Council Officers.

This approach reduces the requirement to issue a permit to the applicant, the charging of an application fee, as well to need for the applicant to coordinate all the works in accordance with the standard permit conditions. These conditions can be considered onerous for those who have had little experience or exposure to undertaking works in an area open to the public.

Council Policy – Road Network Design Standards

The proposed footpath installation would be in line and consistent with the CMDG design standards for this section of road.

Whilst Council does not have a formal policy that mandates all footpaths are to be of either concrete or paved construction, given the existing footpath adjacent to the property is paved along McDowall Street, and the blocks either side are concrete

paths, it is recommended that a concrete footpath be constructed for the extension has been requested.

Input into the Report & Recommendation:

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

Assets Officer – Transport Network (Co-Author of Report)

DTMR – Planning Officers and Engineers

Lead Infrastructure Program Funding, Budget Coordination Officer, 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)

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?

As part of the 2021/22 Budget, an allocation of \$47,432 excluding GST was assigned to *Upgrade of Footpaths: 50% Contribution* initiative.

The project is estimated to cost approximately \$30,000 to complete, of which Council would fund \$15,000 under the *Upgrade of Footpaths: 50% Contribution* initiative.

If approved, this would result in \$32,432 remaining in the *Upgrade of Footpaths: 50% Contribution* initiative budget.

Future Years' Budgets:

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

Council's adopted Urban Streets Asset Management Plan notes concrete pathways as having:

- An estimated useful life of 50 years; and
- A renewal frequency of 40 years.

Based on capital investment costs of \$30,000 in 2021, and indexed at 2.0% per year, for 40 years, Council would be looking at an estimated replacement cost of \$55,000 by 2061.

This equates to approximately \$1375 per year in depreciation costs.

Given the overall extent of works, the overall increase in the asset base in this instance is likely to be immaterial. Construction of this section is also likely to reduce the need to maintain, including mowing/whipper snipping, the unpaved section of footpath.

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)

DTMR staff and visitors

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
Loss of applicant's willingness to provide a 50% co-contribution	<p>There is a current interest from the applicant to enter into a co-contribution agreement that would cover 50% of the costs of the upgrade.</p> <p>There is the potential that this may not be there in the future when/if Council were considering this section to be upgraded from a natural/grassed surface pathway.</p> <p>The Department have also demonstrated a willing to partner with Council, and assist with funding infrastructure upgrade projects within the region (e.g. Miscamble Street Culvert Upgrade).</p>
Management of works within road reserve	<p>Whilst Council's Works in Road Reserves policy allows for a third party to permission to carry out works in road reserves, it would be recommended, based on past examples, that once the applicant has paid the 50% contribution, the works be added to Council Capital Works Program and the construction be managed by Council Capital Works Delivery team.</p>

Advice to Council:

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

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

The recommendation would result in Council working with the applicant to deliver an improved footpath level of service, with the co-contribution agreement resulting in Council funding a maximum of 50% of the costs.

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. Note the request received and agree to enter into a 50% co-contribution footpath arrangement with the owner of Lot 2 on RP4378
2. Authorise the Chief Executive Officer to sign the required documentation to enter into such agreement with the owner of Lot 2 on RP4378;
3. Upon execution of the co-contribution footpath arrangement include the project onto Council's Capital Works Program for management and delivery by Council;
4. Fund the 50% Council's contribution under Council Upgrade of Footpaths: 50% Contribution Initiative.

Link to Corporate Plan:

Corporate Plan 2018-2023

Strategic Priority 1: Getting the basics right

1.3 Roads and drainage

Supporting Documentation:

Nil

Report authorised by:

Program Funding & Budget Coordinator

Deputy Chief Executive Officer/Acting Director Infrastructure Services

OFFICER REPORT

Meeting: Ordinary 25 August 2021

Date: 13 August 2021

Item Number: L.5

File Number: D21/66588

SUBJECT HEADING: Injune & District Men's Shed Inc. - Request for financial assistance

Classification: Open Access

Officer's Title: Regional Events Attraction / Local Development

Executive Summary:

The Injune & District Men's Shed Inc. are hosting a Lead Lighting Skills workshop in Injune from 25 - 26 September 2021. The not-for-profit organisation are requesting financial assistance to offset some of the fixed costs associated in delivering the workshop.

It is recommended Council support the Injune & District Men's Shed Inc. through financial assistance to lower the cost to participants for the workshop.

Officer's Recommendation:

That Council:

- Provide financial assistance to the amount of \$1723.00 to the Injune & District Men's Shed Inc. to offset fixed costs associated with delivering a Lead Light Skills workshop.
- Approve the associated cost be drawn from the Injune LDO wages budget.
- Are acknowledged for the contribution made towards the workshop, in promotional and / or marketing materials, publications, or media releases.

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).

Injune & District Men's Shed Inc.
Creative Glass Guild of Queensland

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
IDMS	Injune & District Men's Shed Inc.

Context:

Why is the matter coming before Council?

The Injune & District Men's Shed Inc. initially enquired about applying for funding through Council's Community Grants Program to help cover the costs associated with the Lead Lighting Skills workshop. Due to timing and the workshop date being 25 – 26 September, the project is rendered ineligible as outlined in the MRC Grants and Non-Financial Assistance Guide.

Maranoa Regional Council Grants and Non-Financial Assistance Guide pg. 4

What is Ineligible?

Ineligible applicants and activities will include, but are not restricted to:

- iii) Events, programs or activities which are scheduled to occur prior to the funding round closing date or during the associated assessment and approval period.***

Round One of Council's Community Grants Program opened 2 August 2021 and will close 24 September 2021 with the assessment period to commence directly after the closing date.

Details for the workshop could not be confirmed prior to the previous round of Community Grants that closed in March 2021.

Additionally, the next RADF grant round will not open until September.

The IDMS are therefore seeking financial assistance outside of Council's Community Grants and RADF programs.

Background:

Has anything already happened in relation to this matter?

(Succinct overview of the relevant facts, without interpretation)

The IDMS is responding to the interest shown within the community for a lead lighting skills workshop. For some time now the IDMS has been seeking a suitable provider to deliver a workshop and has recently established an arrangement with three recognised and skilled Leadlight Tutors who are members of the Creative Glass Guild of Queensland, Brisbane.

With the aim of 18 participants, the tutors will travel to Injune to deliver a two-day workshop.

In 2020, the IDMS hosted a successful Black Smith workshop for 18 participants over three days. This workshop was 50% funded through the RADF program to the value of \$2700. Two (2) silversmith and three (3) knife making workshops, have also been delivered by local craftsmen this year.

Additional Council funds received in the past by IDMS include:

- A Community Grant to value of \$10,000 acquired through the second round of the 2018/2019 Community Grants Program to:
 - Equip and complete the inside of the shed.
- A Small Grant to the value of \$3,000 acquired through the first round of the 2019/2020 Community Grants Program to:
 - Provide wheelchair access to their meeting room and shed.
 - Improve shed access for heavy machinery.
 - Improve drainage and surrounding landscaping of meeting room.

Acquittals have been completed for both the 2018/2019 Community Grant and RADF Grant.

Whilst works for the 2019/2020 Small Grant project have been completed, at the time of the report, an acquittal for the project has not yet been received. The IDMS are in the process of organising a gathering and photo opportunity to celebrate the completion of the project and acknowledge Council and Senex's support, as per the grant agreement. Once this takes place, the acquittal will be submitted.

There is no concern that the 2019/2020 acquittal will not be completed as per the Grant Agreement.

Due to the success of the previous workshops and interest shown within the community, the IDMS are confident the Lead Light Skills workshop will be well supported by the Injune and District community.

The associated income and expenses associated with the Lead Light Skills workshop are as follows:

Project Costs:

Travel – two vehicles 1080 km @80c /km ea	\$ 1728
Accommodation 3 people 3 nights incl B/fast	\$ 738
Tuition fees	\$ 800
Other – Meals 6 x 30	\$ 180
Total Fixed costs	\$ 3446

Proposed Council Contribution (50% of total fixed costs) \$ 1723

Income:

Participants to pay 50% share of fixed costs (\$1723)	
18 participants	\$ 95.72 each
Participants to pay additional materials	\$ 45.00 each

Total costs to participants* \$140.72 each

*Total costs to participants dependent on 50% financial contribution from Council.

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)

Maranoa Regional Council Grants and Non-Financial Assistance Guide

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)

Michael Caffery – Secretary, Injune and District Men's Shed

Edward Sims – Manager, Economic and Community Development

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?

The project has not been included in the 2021/2022 Budget.

It is proposed the request for financial assistance of \$1723.00 be funded by savings made with the Injune Local Development Officer position currently vacant.

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
Council declines request for financial support	Without Council's financial support, the cost to participants will increase significantly, making it less affordable. The increase in cost is likely to affect participants ability to attend the workshop.

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)

A key objective of the IDMS is to promote the engagement of the shed members in the support of men, women and youth in the broader Injune community.

The IDMS have shown the previous financial support received through Council's Community Grants Program and the RADF Program have widely benefited the Injune & District community.

The Lead Light Skills workshop will provide further benefit as it is a great opportunity for community members to build positive connections, self-worth and ignite skills for lifelong learning.

It is recommended Council support the Injune & District Men's Shed Inc. through financial assistance to lower the cost to participants for the workshop.

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 financial assistance to the amount of \$1723.00 to the Injune & District Men's Shed Inc. to offset fixed costs associated with delivering a Lead Light Skills workshop.
- Approve the associated cost be drawn from the Injune LDO wages budget.
- Are acknowledged for the contribution made towards the workshop, in promotional and / or marketing materials, publications, or media releases.

Link to Corporate Plan:

Corporate Plan 2018-2023
Strategic Priority 4: Growing our region
4.12 Local development and events

Supporting Documentation:

- 1 [↓](#) Injune and District Men's Shed - MRC Funding Request - D21/66972
Lead Light Skills Workshop
- 2 [↓](#) Community Grants & Non-Financial Assistance Program D20/116160
Guidelines - reviewed 9 December 2020

Report authorised by:

Manager - Economic & Community Development
Deputy Chief Executive Officer/Acting Director Infrastructure Services



24 Railway Parade

Injune QLD 4454

15th August 2021

Maranoa Regional Council

57 Bungil St,

Roma QLD 4455

Attn: Regional Events Attraction Coordinator Economic & Community Development

Dear Natalie

Re: Funding Assistance Request

The Injune and District Men's Shed is seeking assistance from the Maranoa Regional Council to host a Lead Light workshop.

Applicant: Injune and District Men's Shed Inc

Postal Address: P O Box 16, Injune QLD 4454

Contact Person: Mike Caffery, Secretary

Contact Number: 0418 195 315

Email Address: cafferyme@bigpond.com

The Injune and District Men's Shed (IDMS) is a Not for Profit Incorporated Association, ABN 65 538 786 532.

Project Name: Development of Lead Lighting Skills in the Injune District.

Brief Description: The funding would be used to offset 50% of the fixed costs incurred to bring three tutors from Brisbane to deliver a two day lead lighting workshop in Injune to eighteen participants over the weekend of 25th and 26th September.

About the project: The Injune district has a rich diversity of artistic and craft skills and the Men's Shed is responding to the interest shown within the community by hosting a range of skill workshops. A recent expression of interest shows a keen response from the broader Injune district for a Lead Light workshop.

For some time the IDMS has been seeking a suitable leadlight provider. Recently skilled Leadlight Tutors who are members of the Creative Glass Guild of Queensland in Brisbane have expressed their support to deliver a workshop in Injune.

The planned workshop would be run over two days and delivered by three Tutors accommodating eighteen participants to minimise the cost per participant. The Tutors will take each participant through the steps of cutting the glass, leading, soldering and polishing to produce a leaded panel to take home. The nature of the Lead Lighting process requires the two days to learn and undertake the skill training. Two of these Tutors have held a similar workshop in Charleville.

More information on lead lighting can be found on <https://creativeglassguild.com.au>.

How will this project benefit the community? A key objective of the *Injune and District Men's Shed Inc.* (IDMS) is to promote the engagement of the shed members in the support of the men, women and youth of the broader Injune community through hosting skill workshops.

In our inaugural year of 2020, the IDMS hosted a successful Belt Making and a Black Smith workshop whereby 30 people gained skills. So far this year there has been two silversmith and three knife making workshops delivered by local craftsmen. Previously the IDMS sought and received RADF assistance through the Maranoa Regional Council to host the Black Smith Workshop held in July 2020. In that case a Tutor was secured from Ipswich.

By hosting these workshops, the IDMS enables the participants to build positive connections, self-worth and ignite skills for lifelong learning.

Covid 19 requirements: The shed area is 10m x 9m with sufficient room to locate individual workplaces spaced 1.5m apart.

Insurance: Injune and District Men's Shed Inc. has Public Liability Insurance Cover of \$40 million, Policy number # 93397884, expires 28/02/22. Participants must be over 14 years old.

Health and Safety: The shed provides a safe and healthy workplace for members and workshop participants. The Tutors will be advising the participants of the risks and controls associated with lead lighting including cutting glass, working with lead and soldering. Each participant will be required to wear the necessary PPE.

A Shed Representative will advise the workshop participants of Evacuation and Emergency Procedures that are in place, location of fire extinguishers, evacuation muster points and First-Aid Kits in case of an event or ring 000.

Project Costs: Refer email from Tutors

Travel – two vehicles 1080 km @80c /km ea	\$ 1728
Accommodation 3 people 3 nights incl B/fast	\$ 738
Tuition fees	\$ 800
Other – Meals 6 x 30	\$ 180

Total Fixed costs	\$ 3446
Funding sought (50% of total fixed costs)	\$1723
Income:	
Participants pay (50% share of fixed costs)	\$1723
For 18 participants	\$95.72 each
Participants pay additional \$45 each for materials	
Total costs to participants ¹	\$140.72 each

¹ Dependent upon 50% funding assistance and 18 participants

Participant meals additional

Date of project: The intended date is weekend of 25th and 26th September 2021. This is subject to no unforeseen circumstances.

The Injune and District Men's Shed is appreciative of your assistance should you decide in our favour.

Yours Sincerely



Michael Caffery

Secretary

Injune and District Men's Shed

Attachment

Email with costing from Tutors

15th August 2021

From: Gael LEVY <maclevy1@me.com>

To: Michael Caffery cafferyme@bigpond.com

CC: Ken <five22@tpg.com.au>; grahamsawyer@hotmail.com; Dion HORN <dionhorn6@gmail.com>

Subject: Lead lighting workshop Injune men's shed

Hi Mike

As discussed costs below for the 2 day

Leadlighting workshop at the Men's shed injune

Planned dates 25-26 September

Delivered by

- Ken Ede
- Graham Sawyer
- Gael levy

Travel costs- Brisbane to Injune return - two vehicles 1080 km @0.80c /km per vehicle

Total \$ 1728.00

Accommodation costs 2 rooms for 3 people x 3 nights

- Includes hot breakfast Booked at Injune Motel

Total \$738

Tuition fees \$400 per day for Ken and Graham

Gael donated time

Total tuition \$800

Other fixed costs - 6 meals dinner @ \$30 each

Total \$180

Total fixed costs \$3446

Lead lighting Material costs -These to be paid by participants

 Leaded panel \$ 45

 Copper foil large panel \$35

 Copper foil small panel \$25

participants - max 18 - 6 per tutor

We will transport leadlighting materials and equipment required for the course.

Please confirm exact number of participants prior to the date- preferably 2 weeks in order to assist us in preparing materials.

Safety- Participants will require to wear closed shoes and bring safety glasses.

Please let us know if you need any further information.

Regards

Gael

Maranoa Regional Council

Grants and Non-Financial Assistance Guide

Community Grants

- Small Grants
- Community Grants
- Major Grants

Non-Financial Assistance

- Minor
- Major
- Ongoing

Maranoa Regional Council Grants and Non-Financial Assistance Guide

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Support & Assistance

We encourage you to liaise with the Economic and Community Development Team to develop your project and grant application and to identify additional funding opportunities which may be available.

Contact Details

For more information or assistance contact:

Telephone: 1300 007 662

Web: www.maranoa.qld.gov.au

Email: grants@maranoa.qld.gov.au

In Person: Council's Customer Service Centres:
Roma - Cnr Bungil & Quintin Sts, Roma
Injune - 32 Hutton Street, Injune
Mitchell - 100 Cambridge Street, Mitchell
Surat - 73 Burrowes Street, Surat
Yuleba - 20 Stephenson Street, Yuleba

Post: PO Box 620 Roma Qld 4455

About the Program

Maranoa Regional Council recognises that individuals and community groups make a valuable contribution to the enhancement, enrichment and livability of communities within the Maranoa Region.

Council is committed to supporting local and regional initiatives that provide opportunities for residents to access and participate in a wide range of recreational, cultural, environmental, community and economic development projects and activities. The Grants and Non-Financial Assistance program application and assessment process provides a framework for receiving and assessing requests for funding and in-kind support which ensures an equitable, accountable and transparent process for the distribution and acquittal of assistance to community groups and individuals.

Through these programs, Council is working in partnership with the community to support projects and activities which will enrich the life of residents within the Maranoa Region.

By partnering with Senex Energy, Council has doubled the amount of funding available to community groups for small grants. Senex's support recognises Council receives more grant applications than there are dollars available, and the passionate and hardworking volunteers who do so much to keep the Maranoa community strong.

Program Objectives

The Community Grants and Non-Financial Assistance programs provide a mechanism for merit based support for individuals and community groups to undertake projects and activities which align to Council's Community, Corporate and Operational Plans and facilitate stronger and more resilient communities within the Maranoa Region. The underlying objectives are to:

- Provide opportunities for community members to meaningfully participate in community life;
- Achieve additional social, cultural, recreational, environmental and economic benefits within the Maranoa Region;
- Provide a diverse range of events, activities and projects through recreation, sport, cultural, community, economic and environmental opportunities;
- Establish initiatives which have innovative, learning and/or sustainable outcomes;
- Promote economic vitality and positively build the region's profile.

Maranoa Regional Council Grants and Non-Financial Assistance Guide

Funding Rounds & Notification

Critical Timeframes

Applications must be received by the Council by no later than 5.00pm on the funding round closing date. Confirm important dates with the Economic and Community Development Team before each round commences

Grant Types	Round Opens	Round Closes	Notification to Applicants
Small Grant (\$500 - \$3,000)	February	March	May
	August	September	November
Community Grant (\$3,001 - \$10,000)	February	March	May
	August	September	November
Major Grant (\$10,001 - to \$20,000)	February	March	May
	August	September	November
Minor Non-Financial Assistance	Accepted & processed throughout the year		Within 20 working days from receipt
Major Non-Financial Assistance	Accepted & processed throughout the year		Within 20 working days from receipt
Ongoing Non-Financial Assistance	Accepted throughout the year & Processed quarterly as below:		Within 20 working days from receipt
	March	June	
	September	December	

To avoid disappointment, applicants are advised to ensure that the project, activity or event for which funding is being sought is not scheduled to occur prior to the funding round closing date or during the subsequent assessment and approval period.

Notification of Grant Status

Grant recipients applying for Major Grant and Community Grant types will be announced approximately six (6) weeks after the round closing date. All applicants will be advised in writing as to the status of their grant application i.e. successful or unsuccessful.

Who can apply?

(a) Organisations must:

- (i) Meet one of the following organisational status requirements:
 - (a) Be a not-for-profit legal entity; or
 - (b) Auspiced by a not-for-profit legal entity; or
 - (c) Be able to demonstrate that it is a not-for-profit organisation and has had a minimum five (5) years continuous operation.
- (ii) Operate within the Maranoa Region;
- (iii) Have appropriate insurance and adhere to sound Workplace Health and Safety practices;
- (iv) Have met all acquittal conditions of previous Maranoa Regional Council grants and have no debt to Council;
- (v) Be able to demonstrate its financial viability;
- (vi) Address specific category priorities;
- (vii) Include required supporting documents.

(b) Applicants from outside the Region

Whilst applicants from outside the Maranoa Region are eligible to submit an application under Council's Grants Program, the project, event or activity for which funding is sought, will need to be delivered within the Maranoa Region and/or demonstrate a clear and direct benefit for the region's residents.

Not-For-Profit Entity

For the purpose of this program, a not-for-profit legal entity is an organisation that does not operate for profit or direct/indirect gains of its individual members, but with the primary purpose of providing services to the community.

Auspicing Organisations

An organisation may auspice one or more community groups. The auspicing organisation can also lodge an application on its own behalf.

Maranoa Regional Council Grants and Non-Financial Assistance Guide

What is Ineligible?

Grants

Ineligible applicants and activities will include, but are not restricted to:

- i) Organisations with an outstanding grant project and/or acquittal reports; (Grant funding)
- ii) Organisations which have the capacity to self fund the project, event or activity;
- iii) Events, programs or activities which are scheduled to occur prior to the funding round closing date or during the associated assessment and approval period;
- iv) Ongoing salaries (a position created for the length or part of the project may be considered) or associated day to day operational expenses
- v) Purchase of land;
- vi) Payment of debt or insurance premiums;
- vii) Reimbursement for money already expended or activities which have commenced prior to funding being approved;
- viii) Items included in another grant application or to top-up funding for a previous grant or any other council funding;
- ix) Events that are exclusive to group members and not open community events;
- x) Events, programs or services run solely for commercial profit;
- xi) Requests for the costs or waiver of fees for Council rates payments, service charges, and building and development application fees;
- xii) Requests for in-kind assistance from Council for general and routine maintenance activities for Council owned facilities and property;
- xiii) Requests for fees and charges waivers for Council owned facilities, plant and equipment;
- xiv) Organisations formed under the umbrella of a political party or that may have an affiliation with a political party;
- xv) Organisations with gaming machines;
- xvi) The core business of educational, religious and medical organisations; and
- xvii) Programs or activities where the core funding responsibility normally rests with Federal or State Government.

Other eligibility restrictions may apply to specific funding categories.

Non-Financial Assistance

Ineligible applicants and activities will include, but are not restricted to:

- i) Events, programs or activities run solely for commercial profit
- ii) An activity, event or program that contravenes Council's existing policies or does not align with Council's strategic direction
- iii) Private event, celebratory function or party
- iv) Events or activities which do not directly benefit the residents of the Maranoa Region
- v) Activities or events promoting political parties or that may have an affiliation with a political party

Low Priority

A low priority is given to events, projects or activities that have received support previously through either the Grants or Non-Financial Support Program for similar purposes.

Required Support Material

- ☐ Copy of documents verifying organisational status of applicant or auspicing organisation
- ☐ Copy of letter of agreement from auspicing organisation (if applicable)
- ☐ Copy of property owner's approval (if applicable)
- ☐ Quotations for project costs exceeding \$1,000
- ☐ Copy of current certified financial statements
- ☐ Copy of Financial Positioning Statement attached (if applicable)
- ☐ Letters of Support
- ☐ Copy of minutes showing resolution to apply for Grant funding (if applicable)
- ☐ Copy of Public Liability Insurance attached (if applicable)

Maranoa Regional Council Grants and Non-Financial Assistance Guide**WHAT TYPE OF GRANTS
ARE AVAILABLE?****Funding levels**

The Grants Program includes three (3) types of funding:

- **Small Grants** (\$500 - \$3,000) Council and Senex provides 50% funding.
- **Community Grants** (\$3,001 - \$10,000) Council provides 50% funding.
- **Major Grants** (\$10,001 - \$20,000) Council provides 25% funding.

It is recommended that applicants requesting funding discuss their application with the Economic and Community Development Team prior to submission.

**WHAT TYPE OF NON-FINANCIAL
ASSISTANCE IS AVAILABLE?****Funding scale**

The Non-Financial Assistance Program offers three (3) types of In-Kind support:

- Minor Non-Financial Assistance - maximum a value \$500
- Major Non-Financial Assistance - exceeding a value \$500 or with direct financial cost implications for Council
- Ongoing Non-Financial Assistance - Ongoing or recurrent assistance regardless of value

Maranoa Regional Council Grants and Non-Financial Assistance Guide

Small Grants and Community Grants

Aim

To assist eligible organisations with community projects, events or activities which will enhance the livability of the Maranoa Region and the wellbeing of residents.

Funding Rounds

Funding rounds will be available twice yearly in February/March and August/September. Please note that these dates may be subject to change.

Organisations may only apply for one grant per funding round. Priority will be given to applicants that have not previously received Maranoa Regional Council funding during the previous twelve (12) months.

Small and Community Grants Funding Scale

Grant	Minimum	Maximum	Conditions
Small	\$500	\$3,000	Per organisation for a one off project – provided 50% of the total project is funded from sources other than Council and Senex
Community	\$3,001	\$10,000	Per organisation for a one off project – provided 50% of the total project is funded from sources other than Council

Applicants may include in-kind assistance as part of the 50% contribution by sources other than Council. Volunteer hours may be included in the project budget where volunteer hours are calculated at the rate specified on the Grant Program Application Form. For consideration to be given for the inclusion of the in-kind assistance and volunteer hours in the total project budget, the applicant must provide a concise and realistic breakdown of all in-kind assistance, volunteer hours and the relevant activities.

Applicants are required to meet at least one of the priority grant categories as identified in the grant categories section.

Major Grants

Aim

To assist eligible organisations to undertake larger scale projects, events or activities which will make a positive contribution to the Maranoa Region's community wellbeing, cultural life, environmental sustainability and economic prosperity.

Funding Rounds

Organisations may only apply for one grant per funding round. Priority will be given to applicants that have not previously received Maranoa Regional Council funding during the previous twelve (12) months.

Major Grants Funding Scale

Council's Major Grants will provide funding based on the following funding scale:

Minimum	Maximum	Conditions
\$10,001	\$20,000	Per organisation for capital or legacy projects provided 75% of the total project is funded from sources other than Council.

Applicants may include in-kind assistance as part of the 75% contribution by sources other than Council. Volunteer hours may be included in the project budget where volunteer hours are calculated at the rate specified on the Grant Program Application Form. For consideration to be given for the inclusion of the in-kind assistance and volunteer hours in the total project budget, the applicant must provide a concise and realistic breakdown of all in-kind assistance, volunteer hours and the relevant activities undertaken.

Applicants are required to meet at least one of the priority grant categories as identified in the grant categories section below.

Maranoa Regional Council Grants and Non-Financial Assistance Guide

Minor, Major and Ongoing Non-Financial Assistance

Aim

To encourage and assist local and regional initiatives that provide opportunities for the community through non-financial support

Timeframes

Applications under Council's Minor and Major Non-Financial Assistance Categories will be accepted and processed as received throughout the year

Minor and Major Non-Financial Assistance Scale

Type	Costing	Conditions
Minor	Up to \$500	Must be received at least five (5) working days prior to the commencement of the activity, event or project or unless otherwise approved by the Chief Executive Officer or delegated officer
Major	\$501 +	Must be received at least twenty (20) working days prior to the commencement of the activity, event or project or unless otherwise approved by the Chief Executive Officer or delegated officer
Ongoing	Not specified	Must be received by the last day of March, June, September or December each Year. Agreements are reviewed Annually, with renewals at the beginning of each Council term within first six (6) months

Minor Non-Financial Assistance

Eligible applications for one-off fees and charges waivers as prescribed in Council's Fees and Charges Register for support through: use of Council items or plant and facilities such as halls or facilities, chairs and small plant and equipment etc as well as the waiver of Development application and inspection fees (e.g. Planning/Building/Plumbing fees)

Major Non-Financial Assistance

Eligible applications for one-off fees and charges waivers as prescribed in Council's Fees and Charges Register. Examples include fee waivers relating to Development applications and inspections (eg. Planning/Building/Plumbing fees), Council equipment, plant and operator hire rates, grounds maintenance work, road closures and assistance for community events, etc.

Ongoing Non-Financial Assistance

Eligible applications for ongoing non-financial support. Examples mirror those provided in the Major and Minor Non-Financial Assistance categories but on an ongoing basis as reviewed against needs criteria annually

Maranoa Regional Council Grants and Non-Financial Assistance Guide

Grant Categories

The Grants and Non-Financial Assistance Programs align to Council's Community Corporate and Operational Plans. To support the achievement of the goals and objectives identified in the aforementioned plans, we provide funding for one-off projects, events and activities which align to six (6) key areas.

Funding for one-off projects, events and activities for all Grants will be available under the following categories:

- Community Development
- Community Events
- Culture & Heritage
- Sport & Recreation
- Environment
- Economic Development

Community Development

Aims

To provide funding to assist community organisations to make a positive contribution to the wellbeing of residents and livability of communities within the Maranoa Region. This category seeks to provide assistance which will build the capacity and financial self-sufficiency of organisations, encourage partnerships and long-term planning in order to maximise limited resources.

Priorities

Priority will be given to projects, programs and events which include at least one of the following priorities:

- a) Enhances the lifestyle and well being of residents and/or project participants through social interaction and active community participation opportunities;
- b) Encourages participation in active citizenship and volunteering;
- c) Encourages innovative learning, skills development and/or capacity building opportunities for residents and community organisations;
- d) Promotes and develops the skills and activities of community organisations;
- e) Encourages partnerships and collaboration between community groups;
- f) Promotes a sense of community across the Maranoa Region.

Maranoa Regional Council Grants and Non-Financial Assistance Guide

Community Events**Aims**

To encourage and support a range of community celebrations and events across the Maranoa Region that celebrate the region's character and cultural diversity.

Priorities

Priority will be given to projects, events and activities which include at least one of the following priorities:

- a) Promotes and celebrates the diversity of the region and nurtures a sense of community identity and civic pride;
- b) Provides opportunities for residents and visitors to actively participate in community, cultural, recreational, and sporting events or activities;
- c) Promotes community partnerships;
- d) Leaves a positive social and/or skills development 'footprint' / legacy for participants, volunteers and/or the broader community;
- e) Enhancement or revitalisation of an established event;
- f) Enhancement of the professional delivery or sustainability of an event;
- g) Promotes economic vitality and builds community and regional profile.

Applicants will be asked to report on expected and actual attendance numbers for the event.

Sport & Recreation**Aims**

To encourage the development of programs, facilities and events that promote active community participation in sport and recreational pursuits and which deliver cost effective facility development.

Priorities

Priority will be given to projects, programs and events which include at least one of the following priorities:

- a) Encourage greater opportunities for residents to be involved in sport and recreation;
- b) Capacity building and skill development opportunities for organisations and volunteers particularly in the areas of governance, sustainability and succession planning;
- c) Encourage regional collaboration between sport and recreational groups within local communities and across the region;
- d) Encourages opportunities for shared resources, infrastructure and facilities both locally and regionally.

Culture & Heritage**Aims**

To support the development of programs and projects which will provide opportunities to preserve and share the Maranoa Region's social history and cultural heritage assets with residents and visitors.

Priorities

Priority will be given to projects, programs and events which include at least one of the following priorities:

- a) Showcase, interpret, protect or preserve the unique lifestyle, character/essence, places and/or landscapes within the Maranoa Region;
- b) Feature social history and heritage;
- c) Encourage regional collaboration in the delivery of cultural and heritage projects, programs and events

Environment**Aims**

To support initiatives, programs and activities that protect and enhance the natural assets and promote the sustainable management of Maranoa Region's natural environment and assets.

Priorities

Priority will be given to projects, programs and events which include at least one of the following priorities:

- a) Build community capacity, engagement and participation;
- b) Develop and promote initiatives and projects which encourage efficient and responsible management and usage of natural resources particularly water;
- c) Provide environmental services, information sharing and support to industry groups, businesses and individuals.

Maranoa Regional Council Grants and Non-Financial Assistance Guide

Economic Development**Aims**

To encourage and support the local business community organisations to positively contribute to improving the economic performance and prosperity of their local community. This category will not support individual businesses. It is directly targeted to meet area or industry based initiatives that meet at least one of the priorities listed below.

Priorities

Priority will be given to projects, programs and events which include at least one of the following priorities:

- a) Sustainable development of the regional and local economy;
- b) Collaborative initiatives between local businesses and/or regional networks;
- c) Seminars, networking and business and skill development programs;
- d) Local enterprise facilitation and mentoring.

Assessment Criteria

All grant applications will be assessed against the selection criteria relevant to the nominated grant type and category. It is anticipated there will be a high demand for funding under Council's Grants Program. Although an application may meet the assessment criteria, grants are highly competitive and approval will be subject to available funds, the number of applications and program priorities. Council will determine funding amounts for its Grants Program annually as part of its budget process and reserves the right to change these amounts as is deemed appropriate.

Mandatory Assessment Criteria

Applicants must demonstrate:

- i) A genuine need for the project/activity;
- ii) Linkage to the specific aims and priorities of the selected grant category;
- iii) The benefit to the people, environment or economy of the Maranoa Region;
- iv) Evidence of consultation and community partnerships;
- v) Inability to self fund the project, event or activity;
- vi) The level of contribution (financial and other resources) by the applicant and/or others towards the project;
- vii) The capacity of the applicant to successfully complete the project, activity or event and its ongoing sustainability (if relevant);
- viii) A balanced, realistic and complete project budget;
- ix) Evidence of inclusive participation;
- x) Does not directly duplicate existing projects.

In addition to the mandatory assessment criteria Council must be satisfied that it can legally support the applicant and or project / activity pursuant to the Local Government Act 2009 or other statute.

Supporting Information & Documentation

The following information must be provided as stipulated, to establish the applicant's eligibility and assess project correlation to relevant program priorities.

- i) Financial Statements, Annual Reports, Articles of Incorporation;
- ii) Quotes for goods and services over \$1,000;
- iii) Letters of support;
- iv) Other information to clarify the nature of the group or activity.

Note

Applicants must address the specific assessment criteria for the grant category under which they are making application.

Applicant's inability to self fund

Due to the competitive nature of the Grants Program, applicants must satisfy Council of their inability to self fund the project, event or activity. Applicants should provide current financial statements to demonstrate to Council their inability to self fund.

Where financial statements reflect that the applicant holds sufficient funds to undertake the project, event or activity, but that such funds are committed to other activities or expenditures, the applicant must provide details to demonstrate the allocations of such funds. To support their application applicants should include a financial positioning statement certified by the Treasurer or other delegated executive member, providing the details of the committed funds and reflecting the real financial capacity of the applicant to self fund the project, event or activity.

Maranoa Regional Council Grants and Non-Financial Assistance Guide

Assessment & Applicant Notification Process - Community Grants

Maranoa Regional Council is committed to ensuring that the assessment of all grant applications is coordinated in a fair and transparent manner. The following procedures will be implemented to receive and assess applications and notify applicants:

- i) On receipt all applications are registered and an acknowledgement sent within five (5) working days;
- ii) In the week after the closing date, applications are reviewed to ensure mandatory information has been provided;
- iii) The delegated Council Officer/s will consider all applications in accordance with eligibility criteria and pre-determined assessment criteria relevant to the grant category. Eligible applications will be prioritised in order of merit and recommendations prepared based on the project's capacity to meet pre-determined mandatory assessment criteria and identified relevant grant category priorities;
- iv) Council will make the final decision on the allocations of grants, or where appropriate, grants will be approved under Council delegation by the Chief Executive Officer (or other person authorised under the delegation);
- v) All applicants are notified within fifteen (15) working days after Council's decision, including advice of any specific grant conditions;
- vi) Where applicable, Grant Acceptance Agreements will be provided to successful applicants. The grant will

not be considered effective until the agreement has been signed by both parties and lodged with Council. Successful grant recipients must return the signed Grant Acceptance Agreement within twenty (20) working days of receipt;

- vii) Grant monies will be dispersed upon receipt of the Grant Acceptance Agreement and provision of preferred payment options and information;
- viii) Council will advise all applicants in writing of the outcome of their grant request / application. Unsuccessful applicants will be provided with feedback if requested.

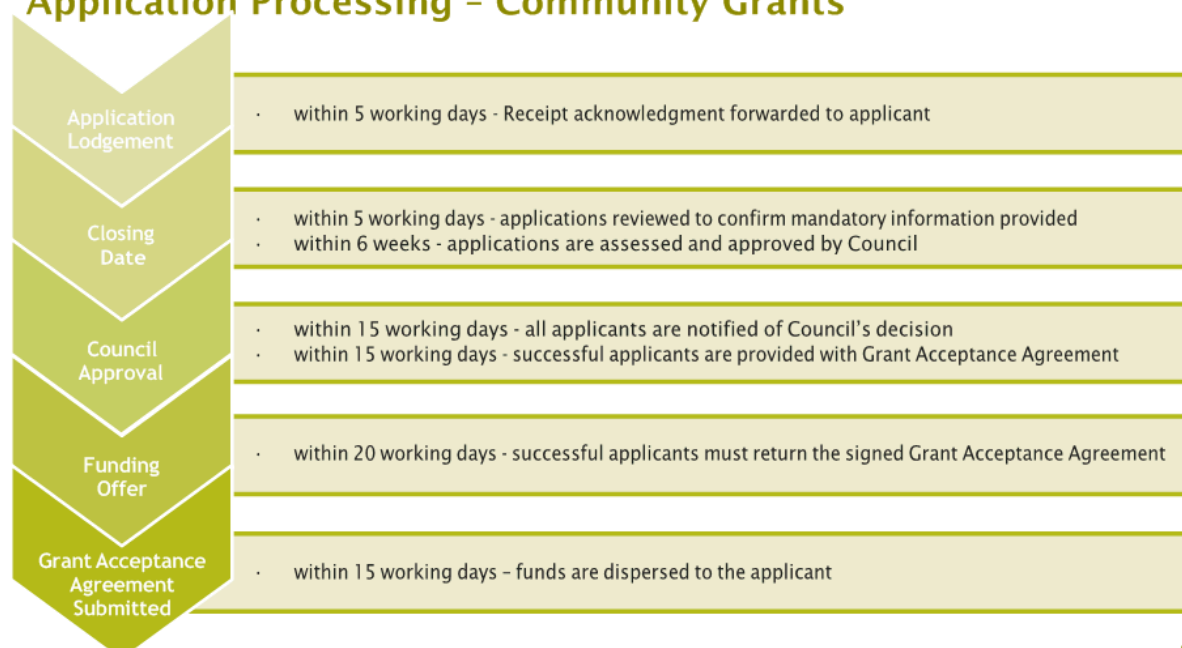
Note

While applications for a grant will be assessed against mandatory assessment criteria and relevant grant category priorities, Council will also take into consideration the applicant's:

- i) Level of contribution to the project, activity or event;
- ii) The ability of the organisation to self-fund the project, activity or event; and/or
- iii) Level of assistance previously provided by Maranoa Regional Council.

Council may offer a lower funding amount than requested and may place conditions on or be specific about the items in the budget that it is offering to fund.

Application Processing – Community Grants



Maranoa Regional Council Grants and Non-Financial Assistance Guide

Application Processing – Non-Financial Assistance



Responsibility & Approval Authority

Applications will be assessed and approved by the assessor with the delegated level of responsibility and authority as specified in the operational guidelines for each grant and assistance category and detailed in Figure 1 – Grant Assessment Responsibility & Approval Authority.

Figure 1 – Assessment Responsibility & Approval Authority

Category	Assessment Responsibility	Approval Authority
Small Grants	Grants Advisory Panel including Senex representatives	Council
Community Grants	Grants Advisory Panel	Council
Major Grants	Grants Advisory Panel	Council
Minor Non-Financial Assistance	relevant Customer Service Officer or Delegated Officer	Manager, Director or Chief Executive Officer
Major Non-Financial Assistance	Under \$1,500 by the relevant Customer Service Officer or Delegated Officer \$1,501+ assessed by the Manager	Director or Chief Executive Officer
Ongoing Non-Financial Assistance	Manager	Council

Maranoa Regional Council Grants and Non-Financial Assistance Guide

Appeal Process

An unsuccessful applicant may appeal Council's decision. Applicant appeals are required to be submitted in writing and detail basis for the appeal. Appeals are to be forward to:

Chief Executive Officer
Maranoa Regional Council
PO Box 620
Roma Qld 4455

Council will consider such appeals with each case being considered on its merits without precedent.

Receiving & Acquitting a Grant

Grant recipients will be subject to a number of terms and conditions:

- Signing and submission of the Grants Acceptance Agreement if applicable;
- Funding must only be used for the purposes outlined in the offer of the grant by Council, unless prior approval for project amendment is sought and provided by Council;
- Obtain all appropriate permits, approvals, insurance etc. relating to the project, event or activity;
- Upon request from Council, provide information on the progress of the project;
- Acknowledge assistance from Council in all press releases and promotional material;*
- Invite Councillors to events or functions celebrating the launch of the project, event or activity;*
- Allow Council to use photographs and promotional materials relating to the project, event or activity in promotion of the Community Grants Program*;
- Permanent signage must be displayed for infrastructure projects;

- Complete the relevant Acquittal Report within two (2) months of the completion of the project or by the due date specified in the Grant Acceptance Agreement (whichever is earlier);
- Any unspent funds with a value which exceeds \$100.00 must be returned to Council in full.

*Where the recipient has received a small grant, this condition must also be extended to Senex.

Note

Grant recipients who fail to comply with these basic accountability requirements will be required to reimburse Council in full for the grant received, and may become ineligible for future Council funding.

Maranoa Regional Council Grants and Non-Financial Assistance Guide

How to Apply

Applications must be submitted on the approved application form relevant to the funding type.

Small Grants	Applications from \$500 to \$3,000 (Council and Senex will provide up to 50% of the total project cost)
Community Grants	Applications from \$3,001 to \$10,000 (Council will provide up to 50% of the total project cost)
Major Grants	Applications from \$10,001 to \$20,000 (Council will provide up to 25% of the total project cost)
Minor Non-Financial Assistance	Application for in kind support up to a maximum value of \$500
Major Non-Financial Assistance	Application for in kind support with a value at or above \$501
Ongoing Non-Financial Assistance	Application for ongoing or recurrent in kind support from Council

Application forms are available electronically at www.maranoa.qld.gov.au under the Community section or by calling Council's customer service centre on 1300 007 662.

The Economic and Community Development Team is available to assist you with any enquiries regarding Council's Grants Program.

Lodging your application**Post your application to:**

Grants Program
Maranoa Regional Council
PO Box 620
Roma Q 4455

Email to:

grants@maranoa.qld.gov.au

Or deliver to:

Any of Council's Customer Service Centres:

Roma: Cnr Bungil & Quintin Streets, Roma Q 4455

Mitchell: 100 Cambridge Street, Mitchell Q 4465

Injune: 32 Hutton Street, Injune Q 4454

Surat: 73 Burrowes Street, Surat Q 4417

Yuleba: 20 Stephenson Street, Yuleba Q 4427

Applications must be received by the Council by no later than 5.00pm on the funding round closing date.

Maranoa Regional Council Grants and Non-Financial Assistance Guide

Tips for success

- The budget is one of the most important aspects of the application and must be detailed and accurate. It must include a breakdown of all the items proposed for funding. It must also demonstrate the applicant's contribution including in-kind assistance and any other sponsorship that applies to the proposal. The request for funds should include GST.
- Ensure the project, event or activity does not commence before notification of funding.
- Every effort will be made to assess and process applications quickly. However it is recommended that applicants allow a minimum of six (6) weeks from the closure of the grant round.
- Answer all the questions and provide supporting documentation and evidence as stipulated.
- Give a clear description of the grant proposal.
- Provide clear information about the organisation.
- Ensure that the application is signed by an authorised person or executive member.
- Retain a copy of your application.
- Lodge the application with Council by the due date on the appropriate application form. **No late applications will be considered.**
- Applications can be emailed, posted or hand delivered prior to the closing date.
- Applications should be submitted with all pages including supporting documentation securely fastened. Applications must NOT be bound, stapled or in display folders.

Support for your application

The support you provide for your application can make a difference, particularly given the high demand and competitiveness for funding under the Grants Program.

The most highly regarded letters of support are from organisations and individuals directly associated with or benefiting from the project for which funding is being sought.

OFFICER REPORT

Meeting: Ordinary 25 August 2021

Date: 20 August 2021

Item Number: L.6

File Number: D21/68105

SUBJECT HEADING: Queensland Fishing Infrastructure Grant Program

Classification: Open Access

Officer's Title: Local Development Officer - Surat

Executive Summary:

The Commonwealth Government has provided the Queensland Government with funding for local councils through the Queensland's Fishing Infrastructure Grants Program.

The purpose of the funding is to deliver new or improved infrastructure directly related to recreational fishing, boating and camping

Maranoa Regional Council has an opportunity to apply. It is proposed that the funding would be used for projects in both Mitchell and Surat to further develop each town's fishing and camping infrastructure.

Officer's Recommendation:

That Council

1. Apply to the Queensland's Fishing Infrastructure Grants Program up to a maximum of \$100,000 and;
2. Authorise the Chief Executive Officer to sign the application on behalf of Council.

Individuals or Organisations to which the report applies:

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

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

N/A

Acronyms:

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

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

Acronym	Description
<Insert Acronym>	<Provide details>

Context:

Why is the matter coming before Council?

The Commonwealth Government has provided the Queensland Government with funding for local councils to deliver new or improved infrastructure directly related to recreational fishing, boating and camping through Queensland's Fishing Infrastructure Grants Program.

Maranoa Regional Council has an opportunity to apply.

Background:

Has anything already happened in relation to this matter?

(Succinct overview of the relevant facts, without interpretation)

The Commonwealth Government has provided the Queensland Government with funding for local councils to deliver new or improved infrastructure directly related to recreational fishing, boating and camping through Queensland's Fishing Infrastructure Grants Program.

Funding purpose: To fund projects relating to recreational fishing, boating or camping facilities or infrastructure.

Funding may be used for:

- Recreational fishing - Fish cleaning stations, recreational tackle bins, recreational fishing pontoons, educational signs, fish aggregating devices
- Recreational boating - Boat launching ramps, marine rescue facilities, boat wharves, boating pontoons, floating walkways, jetties and other boating infrastructure
- Camping - Improved access for all abilities, toilet blocks, improvements to campgrounds (e.g. lights, electricity or water access), communal facilities (e.g. picnic and rest areas, shade and shelters), footpaths, BBQs, landscaping

Funding details:

- Maximum funding amount: \$100,000.
- Applications close on 12 September 2021.
- It is anticipated successful applicants will be announced before the end of 2021.
- Grant projects must be delivered and acquitted within a 12-month period.

Proposed projects:

It is intended to use the grant for projects in Mitchell and Surat.

In Mitchell the proposed projects are:

- Install a BBQ area with shade and picnic seating
- Improve access for people with prams and wheelchairs down the river
- Install a floating Pontoon

In Surat the proposed projects are:

- Lay fresh gravel at Fisherman's Park
- Remove and/or repair old BBQs
- Construct a fire pit
- Purchase fishing equipment for use on loan through the library

Council staff will work with relevant not-for-profit community organisations in each town throughout the project.

Council Requirements:

- Priority will be afforded to proposals that include co-contribution by the applicant. The grant amount would cover the purchasing and delivery of materials. Council's co-contribution would be labour to install the materials.
- Grant projects must be delivered and acquitted within a 12-month period following approval.

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)

Local Development Officer, Mitchell
Local Development Officer, Surat
Booringa Action Group
Mitchell Fishing Club
Surat Fishing & Restocking Club
Towns & Surround teams

All parties are in support of developing the fishing and camping infrastructure further.

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)

Funding application – maximum \$100,000. The projects will proceed if the application is successful.

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?

Budget would be required to fund the labour costs to install the materials if the application is successful.

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)

Ongoing maintenance costs for the new infrastructure.

Impact on Other Individuals or Interested Parties:

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

(Interested Parties Analysis - IS9001:2015)

N/A

Risks:

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

Risk	Description of likelihood & consequences
<Insert Risk>	<Provide details>

Advice to Council:

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

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

That Council apply to the Queensland's Fishing Infrastructure Grants Program up to a maximum of \$100,000.

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. Apply to the Queensland's Fishing Infrastructure Grants Program up to a maximum of \$100,000

and;

2. Authorise the Chief Executive Officer to sign the application on behalf of Council.

Link to Corporate Plan:

Corporate Plan 2018-2023

Strategic Priority 4: Growing our region

4.13 Sport, recreation and community wellbeing

Supporting Documentation:

Nil

Report authorised by:

Manager - Economic & Community Development

Deputy Chief Executive Officer/Acting Director Infrastructure Services

COUNCILLOR REQUEST FOR AN AGENDA REPORT

Meeting: Ordinary 25 August 2021

Date: 20 August 2021

Item Number: L.7

File Number: D21/68153

SUBJECT HEADING: Federal Government Regional
Telecommunications Review

Classification: Open Access

Councillor's Title: Cr Tyson Golder

Executive Summary:

Proposal for Council to put forward a submission for the Australian Government's Telecommunications review 2021.

Councillor's Recommendation:

That Council:

1. Receive and note the Mayor's email of thanks and acknowledgement dated 20 August 2021.
2. Put forward a submission to the Regional Telecommunications Review 2021.
3. Be provided a draft submission for further consideration at an upcoming meeting.

Details of Requested Agenda Report:

Attached is a letter received through the Office of the Mayor from a local business manager offering support to Council for improved telecommunications in the Maranoa Region, and my subsequent email of thanks and acknowledgement.

Attached also is information regarding the review, and I would like to propose that Council put forward a submission to the Regional Telecommunications Review 2021.

Submissions will be accepted until 30 September 2021.

Supporting Documentation:

- | | | |
|---|--|-----------|
| 1 | Regional Telecommunications Review 2021 | D21/68162 |
| 2 | Mayors Response to Ray Thieme - Federal Government
Regional Telecommunications Review | D21/68161 |



Australian Government

Regional Telecommunications Review

Regional Telecommunications Review 2021

Issues Paper

July 2021



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July 2021 / INFRASTRUCTURE

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Overview

A Regional Telecommunications Independent Review Committee (the Committee) is established every three years under Part 9B of the *Telecommunications (Consumer Protection and Service Standards) Act 1999* to conduct a review into telecommunications services in regional, rural and remote parts of Australia.

The Committee for the 2021 Regional Telecommunications Review (the Review) was appointed on 1 June 2021. The 2021 Committee is comprised of the Hon Luke Hartsuyker (Chair), Ms Kristy Sparrow, Professor Hugh Bradlow, Mr Michael Cosgrave and Ms Sue Middleton.

As part of the Review, the Committee will consider:

- the impact of Government policies and programs to improve regional connectivity and digital inclusion;
- insights from COVID-19 on the changing digital needs of regional, rural and remote areas;
- service reliability issues which impact regional communities and options for mitigating them;
- the role of emerging technologies in delivering telecommunications services in regional Australia;
- ways of encouraging further investment in regional telecommunications;
- the role of telecommunications in supporting broader regional development goals;
- ways to improve co-ordination between government and industry in telecommunications investment; and
- consumer awareness and education regarding telecommunications options in regional areas.

The full Terms of Reference for the Review are at **Appendix B**.

The Committee invites regional communities, businesses and governments to engage directly with the Review over the coming months through face-to-face consultations, written submissions and online forums.

The Committee will report to the Minister for Regionalisation, Regional Communications and Regional Education by 31 December 2021. The Committee may make recommendations to Government. Where it does so, it should consider the costs and benefits.

Further information about the 2021 Regional Telecommunications Review and the Committee is at www.rtrc.gov.au.

Have your say

The Committee welcomes submissions from individuals, businesses, peak bodies and other interested organisations. This issues paper provides an outline of key areas of interest and invites submissions that share a range of experiences and perspectives.

There are questions in this paper to provide guidance for framing submissions. You can address all the questions or just those that are relevant to you. However, submissions are not limited to the questions provided.

Submissions will be accepted until 30 September 2021 via:

- webform: www.communications.gov.au/have-your-say
- email: secretariat@rtirc.gov.au
- post: 2021 Regional Telecommunications Review Secretariat
Department of Infrastructure, Transport, Regional Development and Communications
GPO Box 594
CANBERRA ACT 2601

Submissions will be made publicly available at www.rtrc.gov.au unless the submission is confidential or is inappropriate for publication. All submissions will be treated as non-confidential unless the submitter specifically requests that a submission, or part of a submission, is kept confidential. Any personal information which is provided in a submission will be treated in accordance with the Department of Infrastructure, Transport, Regional Development and Communications' [privacy policy](#) and the Australian Privacy Principles.

Introduction

Telecommunications plays a key role in supporting the productivity and wellbeing of regional, rural and remote Australia and the significant contribution the bush makes to the nation.

The particular importance of regional telecommunications has been underlined by a number of recent events, including natural disasters and the COVID-19 pandemic. These events have reinforced the value of high-speed, reliable and resilient broadband and mobile networks in regional areas to support public safety, day-to-day business, social contact and access to essential services like health and education.

Connectivity is also a big part of encouraging people to live, work and invest in regional areas. The regions offer attractive lifestyle amenity for many people and regional Australia is experiencing renewed interest from business and government. Taking advantage of this opportunity for regional growth requires residents and businesses to be able to access the same level of telecommunications services available in urban areas.

Since the 2018 Regional Telecommunications Review (the Edwards Review), the telecommunications market in regional Australia has continued to transform through increased private and public investment, the development of new technologies and the ongoing implementation of policy reforms. Major changes include the effective completion of the National Broadband Network (NBN), the rollout of 5G mobile services, the creation of the Universal Services Guarantee, and the delivery of new government grants programs and public awareness initiatives.

However, providing quality telecommunications services in regional Australia remains a challenge. Significant investment is necessary to provide connectivity across Australia's large landmass, despite the relatively small population in remote areas. The rollout of new systems takes time, and planning for the future needs to start early so new systems are available when needed.

The 2021 Review aims to gain a better understanding of the role telecommunications services and technologies can play in addressing the challenges and opportunities facing regional, rural and remote Australians. This includes remote Indigenous communities, which have their own unique digital needs.

Through the Review, the Committee hopes to understand the lived experience of regional consumers, communities and businesses in getting and staying connected, and wants to examine whether current and emerging services, technologies, programs and policies are adequate to meet future needs.

The Review can also play a valuable role in setting a long-term forward agenda for infrastructure improvements to maximise the opportunity and prosperity of the bush. The Committee is looking for ways to improve collaboration between regional communities, government and the telecommunications industry to make sure that investments in telecommunications are coordinated and deliver to regional needs.

Key Issues

The Committee seeks views on a wide range of telecommunications issues in regional, rural and remote Australia, including issues of adequacy, opportunity and awareness.

Adequacy

Changing Demand

The three main telecommunications services used in both regional, rural and remote areas and urban Australia are mobile voice and data, broadband internet and fixed voice services. These are used for a variety of purposes and are delivered using a range of technologies.

The Committee wants to identify the most important telecommunications services in regional, rural and remote areas, and whether they will meet future needs. This includes the extent to which the technologies available to regional Australians allow them to access everyday digital services, and how this experience is different to that in urban areas.

Mobile

Mobile services are available to 99.5 per cent of Australia's population and 33 per cent of the Australian landmass. Mobile phones remain the device most frequently used to connect to the internet and to make voice calls. While mobile devices continue to be mainly used for sending messages and making calls, more data-intensive uses like navigation, emails, social media and streaming are becoming common. However, rates of usage for these purposes are significantly lower outside of the major cities.

Mobile networks, as well as some satellite and broadband networks, are increasingly being used for machine-to-machine applications using the 'Internet of Things' (IoT). This can range from the monitoring of council utilities and EFTPOS machines in regional communities, to tracking transport and freight on regional highways, to monitoring and controlling on farm processes, such as irrigation and stock control.

At present, mobile services are mainly delivered over the 4G network, which covers 99.2 per cent of the Australian population. 3G networks are also still widely used alongside 4G coverage for voice services, although other options such as Wi-Fi calling, apps like WhatsApp and Facebook Messenger, and Voice over Long-Term Evolution (VoLTE) are becoming increasingly popular.

About 0.3 per cent of Australia's population (around 75,000 people), located mainly in remote areas, receives 3G-only mobile coverage. 3G networks are also used to provide connectivity for some IoT devices. Additionally, basic 3G-only handsets are sold by some retailers as affordable and accessible devices for older Australians.

Australia's three major mobile network operators, Telstra, Optus and TPG Telecom (formerly Vodafone Hutchison Australia) have commenced the rollout of fifth generation (5G) mobile networks in a number of larger regional locations, with plans from Telstra to cover 75 per cent of the population this year. The Government is also supporting trials of new 5G uses in sectors like agriculture, mining, medical technology and construction through its 5G Innovation Initiative.

To support its 5G network rollout, Telstra has announced that it will decommission its 3G network in 2024. Telstra has indicated that it will expand its 4G network to a similar footprint as the current 3G network, but specific detail around the timeframe and extent of this transition are not yet widely available.

This is not the first switch-over of mobile networks. However, given that many regional people rely on 3G networks, the Committee would like to identify ways to support regional communities through this transition in order to minimise its impact on existing quality of service and the accessibility of telecommunications services.

Additionally, in parts of regional Australia, the costs of improving mobile coverage are high due to factors such as the distance from existing infrastructure. Given the smaller populations in many regional areas, this high cost reduces the commercial incentives for carriers to expand their networks.

To address this issue, the Government has provided significant investment in the cost of building new infrastructure through grants programs like the Mobile Black Spot Program (MBSP) and the Regional Connectivity Program (RCP). These

are discussed further on pages 11-12, along with programs run by other tiers of government and industry. The Committee is interested in examining the effectiveness of these programs over the course of the Review.

Broadband

In December 2020, the Minister for Communications, the Hon Paul Fletcher MP, declared that the National Broadband Network (NBN) should be treated as built and fully operational. Currently, roughly 2.85 million regional premises can access NBN fixed-line services, more than 600,000 can access NBN fixed wireless services and over 400,000 can access Sky Muster satellite services. In 2019, NBN Co launched the Sky Muster Plus and Business Satellite Service products, which provide increased unmetered data and access to business-grade services.

A number of alternative internet options also exist in regional Australia. In the NBN fixed wireless and satellite footprint, some existing ADSL networks continue to be used, though this number is rapidly decreasing. A number of Wireless Internet Service Providers (WISPs) have deployed regional fixed wireless networks on a commercial basis, offering diverse speed tiers and data limits compared to those provided via the NBN.

The provision of broadband services in Australia is underpinned by the Universal Services Guarantee (USG), which guarantees all premises in Australia have access to broadband regardless of location. This is supported by the Statutory Infrastructure Provider (SIP) regime, which creates obligations on wholesale broadband providers to supply services with minimum peak speeds upon request.

However, the costs of providing broadband services in regional Australia are very high. The Australian Competition and Consumer Commission (ACCC) estimates that the NBN Co fixed wireless and satellite networks will incur a net loss of around \$12.9 billion (present value) over 30 years. The new Regional Broadband Scheme is designed to support the sustainable funding of these NBN services.

In regional Australia, the most common reported uses of broadband internet include sending email and web browsing, as well as watching videos, banking, accessing news, shopping and using social media. However, other uses, such as remote working, online education and telehealth, while not new to many consumers in regional areas, are becoming increasingly critical to everyday life across the regions.

The Committee is interested in views on the different types of broadband access technology used by regional communities and businesses, and whether these are reliable and affordable. The Committee is also interested in examining the effectiveness of the USG in ensuring access to baseline broadband connectivity in regional Australia.

Fixed Voice

Nation-wide, Telstra provides access to basic voice services through the Universal Services Obligation, which legislates the provision of standard telephone services to premises, as well as public payphones.

On the NBN fixed-line network (which services the majority of premises), fixed voice services are delivered via Voice over Internet Protocol (VoIP) using a broadband connection. Outside the fixed-line footprint, users can also access VoIP telephony over the NBN fixed wireless and Sky Muster satellite networks, or can choose to keep their existing landline phone service active.

Outside the NBN fixed-line footprint, Telstra delivers approximately 400,000 telephone services through a mixture of its copper network, the High Capacity Radio Concentrator (HCRC) and Wireless Local Loop (WLL) systems and satellite.

Telstra also operates around 15,000 payphones nationally. Payphone usage has been declining steadily, although they are still used in some remote Indigenous communities and urban locations (such as transport hubs and public housing).

While fixed voice services to homes and businesses continue to play an important role for some community members, their delivery faces a range of challenges. In particular, much of the infrastructure is aging and expensive to maintain, raising concerns about service quality, reliability and longevity. This legacy infrastructure is also less functional and harder to upgrade than other platforms like mobile and broadband, which have replaced fixed voice for the majority of Australians.

The Government has provided \$2 million for Alternative Voice Services Trials (AVST) to identify new ways of delivering voice services in regional areas, including over fixed wireless, satellite and mobile. The 12-month trials will explore the potential for alternative technologies to provide better services and functionality, more in line with consumer preferences for mobile and broadband services.

The Committee is interested in hearing views on the future delivery of fixed voice services, particularly from consumers and businesses who use copper and other legacy technologies like HCRC.

Questions

1. What telecommunications services are required in regional Australia to meet current and future needs? Are there any things regional communities and businesses need to do, but can't, on their existing services?
2. What changes in demand, barriers or challenges need to be addressed when it comes to telecommunications services in regional, rural and remote Australia?
3. How have the Government's policies and programs affected telecommunications service outcomes in regional, rural and remote Australia? How can these be improved?

Service Reliability

The reliability of fixed-line, mobile and satellite networks is critical in regional, rural and remote Australia, including semi-rural communities on the fringes of major cities. Access to networks is of limited value if they are not reliable, whether on a day-to-day basis, or in time of particular need, such as COVID lock-downs or natural disasters.

Temporary or persistent network issues cause disruption to everyday life, including work and study. They may mean that regional businesses cannot communicate with clients or process customer payments. In remote communities, issues with telecommunications can affect residents' access to basic services such as groceries, banking or emergency services.

While some consumer protections exist, particularly for landline telephone services, the Committee is interested in hearing from regional, rural and remote communities about their experiences with service outages and how these have been handled by service providers.

Natural disasters like bushfires and extreme weather events place pressure on telecommunications networks when they are most needed. Telecommunications outages caused by loss of mains power and damage to networks can affect local emergency coordination efforts and the operation of public warning systems, as well as disrupting supply chains and access to essential services in the aftermath of disaster events.

No communications system is totally resilient during an emergency. However, it is vital that regional telecommunications networks are as reliable and redundant as possible, so that regional communities can respond to, and recover from, natural disasters.

In response to the 2019-20 bushfires, the Government has provided \$37.1 million in initiatives to prevent, mitigate and manage telecommunications outages in natural disasters. This includes \$18 million for the Mobile Network Hardening Program to upgrade the backup power supply at telecommunications facilities in disaster-prone areas.

Other measures include \$10 million for the deployment of temporary telecommunications facilities such as Cells on Wheels and NBN Co Road Muster trucks, \$7 million for the installation of NBN Sky Muster services at emergency centres, and \$2.1 million to improve public information on access to telecommunications in natural disasters. NBN Co Road Muster trucks have already been successfully deployed in response to the 2019-20 bushfires and Cyclone Seroja in Western Australia in April 2021.

All of these measures will help to address issues of telecommunications resilience in regional areas. However, the Committee welcomes views on further ways to maintain and increase the reliability and redundancy of telecommunications networks in times of stress.

Questions

4. How do service reliability issues impact on regional communities and businesses? How do outages, including in natural disasters, impact on communities and businesses?
5. How might such impacts be addressed to ensure greater reliability? How can the network resilience be addressed in regional areas?

COVID-19

The COVID-19 pandemic has had an unprecedented impact on Australia's regions. Extended periods of lockdown, interstate and national border closures and social distancing measures to prevent the spread of COVID-19 have disrupted normal patterns of work, study and travel across regional Australia.

In this environment, telecommunications services have played a key role in the continued function of everyday life. In regional Australia, almost two-thirds of internet users either commenced or increased work from home. The NBN saw significantly increased downstream and upstream growth between March and June 2020, as workers adopted online collaboration platforms like Zoom and Microsoft Teams while working from home.

Similarly, COVID-19 response measures saw an increased uptake of online education and telehealth services in the regions. Over half of regional internet users reported new or increased study from home activities, and 4 in 5 started or increased their participation in telehealth consultations. These data-intensive activities generated additional demand for high-speed connectivity across regional areas.

The telecommunications industry responded to increased demand for connectivity as a result of the pandemic. NBN Co provided a temporary boost to network capacity on its network and increased download data limits and data capacity on the Sky Muster service to support online learning in regional areas. Mobile carriers also provided a range of financial hardship assistance and bonus data measures to support customers.

While these measures were designed as a temporary response to the pandemic, the Committee is interested in understanding the extent to which the industry's COVID-19 response reflected increasing demand for connectivity in regional Australia and what this indicates for the future delivery of telecommunications services in the regions.

Commonwealth, state and territory governments also worked with the telecommunications industry, schools and health providers to support the transition to remote learning and telehealth. The Australian Government added a number of temporary Medicare items to help health care practitioners deliver telehealth services. Some state and territory education departments also loaned computers, SIM cards and other devices to students to facilitate online education during school closures, though in some cases this was left to individual schools.

Initial studies into the uptake of telehealth in Australia during the pandemic suggest that patients have generally been satisfied with the service, with many indicating that they would continue using it after the pandemic. However, parents and educators have identified significant challenges with wide-scale remote learning, particularly due to varying levels of telecommunications access between individual communities, schools and families. These challenges are increased in regional Australia by lower levels of digital access and affordability compared to urban areas.

The Committee is therefore keen to hear the lived experiences of regional, rural and remote consumers in using telecommunications services for health and study during the COVID-19 pandemic, including regarding barriers to access and the effectiveness of government initiatives to facilitate remote education and telehealth.

Questions

6. How did the use of digital services change for regional consumers and businesses during the response to the COVID-19 pandemic? What insights for future service delivery does this provide?

Indigenous Australia

Levels of digital inclusion amongst Aboriginal and Torres Strait Islander Australians continue to remain lower than the national average, including in regard to the take-up and affordability of telecommunications services.

As with the wider community, mobile phones are the most commonly used device for voice and data services in Indigenous communities. However, Aboriginal and Torres Strait Islander Australians are also more likely to only use mobile services than the national average. This likely reflects a strong preference towards pre-paid mobile plans due to the ability to 'pay-as-you-go', providing more financial control than other forms of access which charge monthly fees.

Wi-Fi services are also available in some remote areas, both through free access at local community facilities or using a pre-paid voucher system with data quotas. The National Indigenous Affairs Agency also funds community phones which may use a similar payment model. While Sky Muster is available across Australia, take-up is low in remote communities.

Although pre-paid mobile and Wi-Fi internet options are often easier to manage, these services can charge higher costs for data than post-paid mobile and broadband plans. Additionally, higher levels of 3G-only mobile coverage in remote areas can lead to slower speeds and heavy network congestion, which may reduce uptake of data-intensive activities.

The Committee is interested to examine the adequacy of telecommunications for Indigenous Australians in regional, rural and remote areas. In particular, the Committee welcomes views on ways to improve levels of telecommunications access and affordability in remote Indigenous communities.

Questions

7. What can be done to improve the access and affordability of telecommunications services in regional, rural and remote Indigenous communities?

Opportunity

Regional Development

The regions are a key source of Australia's economic productivity, with regional industries representing approximately 30 per cent of national Gross Domestic Product and two thirds of export earnings. Regional development has the potential to assist economic recovery and diversification, increasing resilience against future economic shocks and driving new opportunities for trade and investment.

The Government is prioritising growth in key regional industries, including food, resources, tourism, education and healthcare, through a range of initiatives such as [Ag2030](#) and the [Our North Our Future](#) strategy to develop Northern Australia. Large-scale infrastructure projects like the [Inland Rail](#) corridor between Brisbane and Melbourne will also facilitate increased growth opportunities in regional industries and communities.

Alongside energy and transport infrastructure, access to telecommunications is becoming increasingly critical to attracting and supporting new investment opportunities in regional areas. High-speed business-grade connectivity enables the uptake of new business technologies, facilitates training and development for staff, and increases competitive exposure to national and international markets.

Digital infrastructure is also essential to support the migration of skilled workers and families to regional areas. More people are relocating to regional areas due the financial and lifestyle benefits they offer. To support this growth opportunity, regional communities need to be able to provide access to the essential services and activities, such as specialist health services, education and even recreation, available in larger areas. This is underpinned by access to high-speed, reliable mobile and broadband connectivity.

In order to maximise opportunities for regional development and the growth of regional communities, the Committee is keen to examine how the deployment of telecommunications infrastructure can complement other broader infrastructure and economic investments in regional areas.

Questions

8. How can investment in telecommunications infrastructure work with other programs and policies to encourage economic development in regional Australia?
9. What role could innovation, including new models, alternative investors or new ways of doing business, play to encourage investment in regional telecommunications infrastructure? What are the barriers?

Emerging Technologies

The ongoing development of emerging technologies has the potential to improve the delivery of high-speed, reliable and competitive telecommunications services in regional, rural and remote areas.

A number of companies are investing in emerging satellite technologies, including Low Earth Orbit Satellites (LEOSats), to provide high-speed broadband to regional areas. These satellites orbit much closer to the Earth's surface than geostationary satellites like NBN Co's Sky Muster. The closer proximity reduces latency and enables higher bandwidth and speeds, improving the user experience for data-intensive and real-time applications like videoconferencing and streaming. However, a larger number of satellites is needed to provide consistent connectivity.

One such LEOSat provider is SpaceX, which has recently launched a beta trial of its Starlink internet service in central Victoria and southern New South Wales. Other providers, such as OneWeb, Telesat and Amazon, are planning the deployment of their own LEOSat networks. While this technology is generating a lot of interest, without a solid business case and local presence the commercial viability of LEOSats in the Australian market is not yet clear.

Regional businesses are also adopting networks of smart devices, such as sensors, tags and machinery, connected to the Internet of Things (IoT) to collect, process and analyse data which improves efficiency and productivity. In the agricultural sector, on-farm connectivity is enabling farmers to make real-time, data-based decisions to maximise yields, manage irrigation and the usage of fertilisers and pesticides, and monitor livestock health. These devices can use existing mobile and broadband networks, or specific low-powered wide range and narrowband networks such as LoRaWAN and NB-IoT.

Some regional companies, like Leading Edge DC and Connected Farms, are also investing in cloud computing and edge data centres in regional cities such as Tamworth, Roma and Dubbo to improve access to enterprise-grade data processing for local businesses. These data centres are located close to the places where data from sensors and autonomous devices is generated, improving the speed and reliability with which regional businesses can store, access and analyse this data. The market for edge data centres is expected to grow significantly over the coming years.

The potential of IoT and edge computing applications in regional areas can be supported by the increased deployment of 5G networks. The lower latency, higher bandwidth and increased data speeds offered by 5G technology could allow for more widespread use of sensors in the agricultural sector to collect real-time data, as well as the use of automated machinery in industries like mining and logistics. Additionally, improvements to video quality and file transfer rates over the 5G network could improve experience with telehealth and remote education.

Though these networks and technologies are largely being deployed on a commercial basis by the telecommunications industry, the Committee is seeking views on whether existing Government policy settings could be improved to assist the development of promising new telecommunications technologies and their rollout to regional areas by industry.

Questions

10. To what extent will new technologies enable significant change to the delivery of telecommunications services in regional Australia over the next 5-10 years? Are there any barriers to accessing these technologies?
11. How can Government better support the rapid rollout of and investment in new telecommunications solutions in regional areas?

Maximising Outcomes

In regional areas, issues of high cost of infrastructure deployment and limited consumer demand have reduced commercial incentives for telecommunications providers to invest in new mobile and broadband infrastructure and expanded coverage, including in areas of importance for regional economies and communities.

The Government has sought to maximise both investment and coverage outcomes by providing funding on a competitive basis for the capital cost of deploying telecommunications infrastructure in commercially marginal areas. Through the Mobile Black Spots Program, for instance, Commonwealth investment of \$380 million over the first five rounds has generated over \$830 million in total investment from state and territory governments and the telecommunications industry, funding over 1,220 new mobile base stations across Australia.

This approach has also delivered investment in broadband and mobile infrastructure projects which improve digital connectivity in regional areas of economic and social importance through the Regional Connectivity Program (RCP). Round 1 of the RCP is funding 132 projects at a total cost of \$232 million, including applicant and third-party co-contributions. Successful grantees include local councils, major telecommunications companies, regional businesses, community groups, educational facilities and fixed wireless providers.

The telecommunications industry has responded to this co-investment model through its own funding opportunities. For instance, Telstra has launched a \$200 million co-investment fund to enhance and extend mobile coverage in regional areas. Similarly, in its latest Corporate Plan, NBN Co announced a \$4.5 billion network investment plan, including upgrades to the existing fixed-line network, measures to increase the affordability of enterprise-grade NBN wholesale offerings in regional areas, and a \$300 million Regional Co-Investment Fund.

State and Territory Governments have also committed funding in recent years to a variety of initiatives to improve mobile, broadband and IoT connectivity, including the Western Australian Digital Farm Grants Program, the New South Wales Regional Digital Connectivity Program, and Victoria's Digital Future Now Package. Many of these programs provide co-contributions to projects funded under Commonwealth grants programs like the MBSP and RCP.

Despite the large amount of funding available for regional telecommunications infrastructure, many local governments and communities may not have the resources necessary to identify appropriate solutions to local telecommunications problems and to attract investment from third parties. There are also differences in the application requirements and intended outcomes of Commonwealth, State and Territory and telecommunications industry funding programs, which may restrict opportunities for co-investment using multiple funding streams.

The Committee is therefore interested in recommendations to improve and increase engagement between different levels of government, the telecommunications industry, and regional communities and businesses, in order to make sure that telecommunications investments are equitable, co-ordinated, and responsive to the needs of regional areas.

Additionally, the current design of the MBSP is becoming less sustainable as it moves into less commercial areas and the mobile network operators increasingly focus on upgrades to their existing networks. Although the design of future rounds of the MBSP is a decision for Government, the Committee is interested in views on how to ensure the ongoing effectiveness of this program.

The Government has also committed further funding for additional rounds of the RCP including dedicated funding to improve telecommunications infrastructure in Northern Australia. The first round of the RCP has proved popular with regional communities. However, the Committee welcomes feedback on ways to maximise the outcomes of the program.

Questions

12. How can different levels of Government, the telecommunications industry and regional communities better co-ordinate their efforts to improve telecommunications in regional Australia?
13. What changes to Government investment programs are required to ensure they continue to be effective in delivering improved telecommunications?

Awareness

Education

Levels of digital ability in regional Australia continue to lag behind metropolitan areas, although this divide is narrowing. Digital ability can be understood as the level of skill and confidence a user has with digital services, as well as the range of activities a user performs online and their attitude towards digital services.

While access to telecommunications in regional Australia is improving, many businesses and communities experience difficulty in identifying the best local options for getting and staying online, as well as making the most of their connectivity for work, study and recreation.

A number of connectivity options, such as Sky Muster satellite, ADSL and independent fixed wireless, may be available in a particular area. However, these may not be appropriately marketed and regional consumers may not be aware that

they are able to access these services. Additionally, consumers are often not aware of individual factors, such as the physical location of modems and other devices in the home, which can affect quality of service.

There are also protections for consumers experiencing unsatisfactory telecommunications services, including under the Australian Consumer Law, the Customer Service Guarantee and each provider's Service Level Agreement. The Telecommunications Industry Ombudsman also provides support in addressing customer issues. However, again, consumers may not be fully aware of their rights and how to use them to address their issues.

As part of its response to the Edwards Review, the Government recently launched a Regional Tech Hub to help regional and rural Australians get connected and stay connected more easily. Operated by the National Farmers Federation in partnership with ACCAN, the Regional Tech Hub builds on the work of the regional consumer advocacy group Better Internet for Rural, Regional and Remote Australia (BIRRR).

The Regional Tech Hub includes a range of practical resources on selecting the most appropriate telecommunications options in regional areas, troubleshooting common issues, escalating faults with service providers and understanding consumer rights. The Regional Tech Hub also provides an online helpdesk, phone support line and social media channels.

The Regional Tech Hub has received more than 5,400 visits since launch and has close to 1,100 followers on social media. BIRRR also has over 13,000 followers on Facebook, highlighting consumer support for these services. However, navigating the options available for users in regional Australia remains an area where greater improvements can be made.

With this in mind, the Committee is interested in exploring additional and expanded ways to assist regional users to access, maintain and make the most of their telecommunication services. The Committee is also particularly interested in ways to assist and encourage WISPs, satellite providers and other smaller telecommunications providers to improve the level of publicly available information about their service offerings in regional areas.

Questions

14. How can regional consumers be better supported to identify, choose and use the best connectivity options for their circumstances, as well as to understand and use their consumer rights?

Public Information

Mobile network operators publish network coverage maps on their websites to assist customers in identifying appropriate services in their area. This coverage data is predictive, meaning it uses a number of technical assumptions to indicate the likely areas to receive coverage from nearby base stations and may not accurately reflect a user's experience on the ground.

However, different mobile network operators may use different assumptions, mapping technologies and standards to generate this information. This can make it difficult for consumers to accurately compare the coverage provided by one mobile network operator over another and to make informed choices about the best mobile service for their individual circumstances.

In 2018, the Australian Competition and Consumer Commission (ACCC) convened a Regional Mobile Issues Forum, which recommended that the mobile network operators improve mobile coverage information for consumers. In response, the major mobile network operators and the Australian Mobile Telecommunications Association (AMTA) committed to improve the comparability of their network coverage data.

While the mobile network operators have adopted consistent terminology around coverage information, the extent to which technical differences in predictive coverage mapping still persist is unclear. The Committee is interested in seeking further clarification on this matter from the telecommunications industry.

There have been improvements in the accuracy and transparency of information on broadband speeds. The ACCC publishes quarterly data on speeds and outages on the NBN fixed-line and fixed wireless networks, and has provided guidance to service providers on how to advertise speeds. Advocates for regional and rural consumers have also expressed support for expanded monitoring and reporting of satellite performance.

Analytics companies like [Opensignal](#) provide independent analysis of the performance of global mobile networks, including in Australia. However, the Committee would like to identify how information on mobile performance and

Key Issues

quality of service could be made more widely available to regional consumers to assist them in making decisions on which mobile providers best meet their connectivity needs.

Similar issues arise in relation to the coverage of fibre and fixed wireless networks. The Committee is interested in exploring ways to improve the level of information on local fibre and fixed wireless footprints and backhaul networks that is made readily available to consumers, including through improved mapping on providers' websites.

Questions

15. To what extent is public information on connectivity options, including predictive coverage data and speeds, sufficient to help regional customers make informed decisions? What other information is needed?
16. What other matters should the Committee consider in its review and why are they important?

Appendix A – List of Questions

1. What telecommunications services are required in regional Australia to meet current and future needs? Are there any things regional communities and businesses need to do, but can't, on their existing services?
2. What changes in demand, barriers or challenges need to be addressed when it comes to telecommunications services in regional, rural and remote Australia?
3. How have the Government's policies and programs affected telecommunications service outcomes in regional, rural and remote Australia? How can these be improved?
4. How do service reliability issues impact on regional communities and businesses? How do outages, including in natural disasters, impact on communities and businesses?
5. How might such impacts be addressed to ensure greater reliability? How can the network resilience be addressed in regional areas?
6. How did the use of digital services change for regional consumers and businesses during the response to the COVID-19 pandemic? What insights for future service delivery does this provide?
7. What can be done to improve the access and affordability of telecommunications services in regional, rural and remote Indigenous communities?
8. How can investment in telecommunications infrastructure work with other programs and policies to encourage economic development in regional Australia?
9. What role could innovation, including new models, alternative investors or new ways of doing business, play to encourage investment in regional telecommunications infrastructure? What are the barriers?
10. To what extent will new technologies enable significant change to the delivery of telecommunications services in regional Australia over the next 5-10 years? Are there any barriers to accessing these technologies?
11. How can Government better support the rapid rollout of and investment in new telecommunications solutions in regional areas?
12. How can different levels of Government, the telecommunications industry and regional communities better co-ordinate their efforts to improve telecommunications in regional Australia?
13. What changes to Government investment programs are required to ensure they continue to be effective in delivering improved telecommunications?
14. How can regional consumers be better supported to identify, choose and use the best connectivity options for their circumstances, as well as to understand and use their consumer rights?
15. To what extent is public information on connectivity options, including predictive coverage data and speeds, sufficient to help regional customers make informed decisions? What other information is needed?
16. What other matters should the Committee consider in its review and why are they important?

Appendix B – Terms of Reference

1. The Regional Telecommunications Independent Review Committee must conduct a review of the adequacy of telecommunications services in regional, rural, and remote parts of Australia.
2. In determining the adequacy of those services, the committee must have regard to whether people in regional, rural and remote parts of Australia have equitable access to telecommunications services that are significant to people in those parts of Australia, and currently available in one or more parts of urban Australia.
3. In conducting the review, the committee must make provision for public consultation and consultation with people in regional, rural and remote parts of Australia.
4. In conducting the review, the committee is to have regard to:
 - a. the impact of the Government's policies and programs for improving connectivity, competition and digital literacy in regional, rural and remote areas, including rollout of the National Broadband Network, the Mobile Black Spot Program, the Regional Connectivity Program and the Regional Tech Hub;
 - b. insights from COVID-19 on consumer access to and usage of broadband and mobile technology in regional, rural and remote areas;
 - c. emerging technologies that could lead to significant changes in how telecommunications services are delivered in regional, rural and remote parts of Australia in the next 5-10 years;
 - d. service reliability and impacts on customers and communities in regional and remote areas;
5. Taking into account Term of Reference 4, the committee is to consider:
 - a. whether changes are warranted to existing Government policies and programs to ensure they continue to be effective, fit for purpose and are maximising the social and economic potential from existing and emerging technological advances;
 - b. policy settings that might be needed to support more rapid rollout of and investment in new telecommunications technologies in regional areas;
 - c. ways in which improvements in digital connectivity could support the Government's broader regional development policies and priorities, such as decentralisation and the development of Northern Australia;
 - d. ways in which State, Territory, and Federal programs to support regional connectivity could be further coordinated.
6. The report may set out recommendations to the Australia Government
7. In formulating a recommendation that the Australian Government should take a particular action, the committee must assess the costs and benefits of that action.
8. The committee must prepare a report of the review by 31 December 2021 and give it to the Minister for Regional Communications.

Emma Barber

From: Office of the Mayor <mayor@maranoa.qld.gov.au>
Sent: Friday, 20 August 2021 11:19 AM
To: Ray Thieme
Subject: RE: Federal Government Regional Telecommunications Review

Hello Ray,

Thank you for your email and bringing the Federal Governments Regional Telecommunications Review to my attention.

As I fully support anything the Maranoa Regional Council can do to improve telecommunications in our community, a report will be prepared for Councils consideration at an upcoming meeting.

I personally believe all rural communities and Councils need to be involved in this review to make a change and progress regional telecommunications for all our rural and remote residents and businesses.

In the interim, a copy of your email and the attached review has been circulated to all the Councillors.

Best Regards,

Tyson Golder

From: Ray Thieme <Ray.Thieme@ccattle.com>
Sent: Thursday, 12 August 2021 11:17 AM
To: Office of the Mayor <mayor@maranoa.qld.gov.au>
Cc: Ben Fitzpatrick <Ben.Fitzpatrick@ccattle.com>
Subject: Federal Government Regional Telecommunications Review

Hi Tyson,

As a way of introduction and background, I am Ray Thieme General Manager Cunningham Cattle Company. Cunningham Cattle Company Pty Ltd operates 8 cattle stations spread from southern Queensland up to the southern Gulf of Carpentaria, covering a combined area of over 2.5 million acres. We run around 70,000 head of cattle, employ approximately 50 FTE and contractors and produce over 6 million kilograms of beef each year worth around \$23m. We operate several stations in the Maranoa Shire, including Ballaroo, Ekari Park and Fairview, which employs up to 8 FTE and contractors in the peak periods.

I am writing in regard to the Federal Governments Regional Telecommunications Review (see attached). All residents in regional Australia are more than aware of the issues and frustrations around telecommunications and I am aware of the Goondiwindi Regional Councils initiative to put forward a submission on behalf of their rate payers. This is a wonderful initiative as it represents a collaborative approach to improving telecommunications for the region. Can you advise me if the Maranoa Shire Council are planning a similar submission? We as a business and employer of residents in the region, would be very supportive of any initiative that would improve telecommunications in the Maranoa region and the broader regions.

If there is any way we could support please contact myself or our manager in the region, Ben Fitzpatrick.

Kind Regards

Ray Thieme
General Manager
Mob: 0473 137 063

Email: ray.thieme@ccattle.com



COUNCILLOR REPORT

Meeting: Ordinary 25 August 2021

Date: 20 August 2021

Item Number: L.8

File Number: D21/68182

SUBJECT HEADING: Sculptures Out Back Exhibition

Classification: Open Access

Councillor's Title: Cr Tyson Golder

Executive Summary:

Proposal for Council to increase support for the Sculptures Outback Exhibition for 2022, following its highly successful inaugural event.

Councillor's Recommendation:

That Council:

1. Write to the Roma on Bungil Gallery Committee and sub-committee congratulating them for their vision in bringing the Sculptures Outback Exhibition to the Maranoa community.
2. Consider doubling its support for the 2022 event.
3. Write to Roma on Bungil Gallery Committee asking them to provide a list of required support for the 2022 event (both financial and in-kind).

Details of Requested Agenda Report:

The Roma on Bungil Gallery Committee and sub-committee produced the highly successful Sculptures Out Back from June until September 2021.

I believe this is a fantastic initiative for growing the Maranoa with event volunteers contributing a significant amount of time in preparing for the exhibition. I'd like to officially congratulate the committee and sub-committee for their vision in bringing this exciting exhibition to the Maranoa community, this being the first calendar event of this annual exhibition.

For 2022 I'd like for Council to approach the committee to ask them to provide a list of required support, both financial and in kind, with a view to Council considering doubling its support for the exhibition next year.

Supporting Documentation:

Nil

COUNCILLOR REPORT

Meeting: Ordinary 25 August 2021

Date: 20 August 2021

Item Number: L.9

File Number: D21/68402

SUBJECT HEADING: Western Queensland newspaper supply

Classification: Open Access

Councillor's Title: Cr Cameron O'Neil

Executive Summary:

The supply of News Corp Newspapers to Injune, Surat and Mitchell will cease from Sunday 26 September 2021.

Councillor's Recommendation:

That Council:

1. Write to the CEO and Chair of News Corp objecting to their decision to cease distribution of newspapers to Injune, Surat and Mitchell.
2. Write to Premier Palaszczuk and Federal Minister for Communications Paul Fletcher advocating for action from the State and Commonwealth Governments respectively for support for freight subsidies, cc'ing State Member for Warrego and Federal Member for Maranoa and Senators James McGrath, Matt Canavan, Susan McDonald and Murray Watt.
3. Provide a copy of these letters along with a support letter for the submission by the Australian Lottery and Newsagency Association.

Details of Requested Agenda Report:

News Corp made an announcement in March 2021 that they are ceasing the supply of newspapers to several areas of western Queensland from Sunday 26th September 2021 due to significant losses being incurred on each newspaper in these areas due to freight costs.

This is unacceptable and in my view bridges a further divide between our city cousins. I know how important the daily newspapers are to our community and this loss will be a hit to the liveability of our regional towns and community.

As leaders of our community, we cannot and should not sit by and allow this to just happen. Now is the right time to work with Government to stop this action now.

Supporting Documentation:

Nil

OFFICER REPORT

Meeting: Ordinary 25 August 2021

Date: 23 August 2021

Item Number: L.10

File Number: D21/68672

SUBJECT HEADING: Recruitment Policy - Local Area Directors

Classification: Open Access

Officer's Title: Chief Executive Officer

Executive Summary:

At Council's meeting on 24 March 2021, Council resolved in part as follows:

- 4. Authorise the Mayor to obtain direct legal advice about the extent to which council can be legally involved in this process with specific reference to the following:**
 - a) Input into the formation of the five new Director position descriptions, including essential criteria to ensure that accountabilities and responsibilities reflect Council's strategic intent and that a key prerequisite to selection is that successful applicants must have previous experience at performing this new role or more senior roles to enact the executive decision making required of these new roles;**
 - b) Input and recommendation of contract term options and Employer of Choice options available to Council including final advertisement to secure the right candidates etc.;**
 - c) Request any other advice that may be relevant to the strategic intent of the council in relation to these roles, not outlined in above;**
 - d) Authorise the Mayor to brief and answer any questions and clarifications about the intent of these strategic inclusions and other relevant information as outlined above (requesting legal advice);**
 - e) Acknowledge that this legal advice will be sent directly to the Mayor and subsequently shared with Councillors and Chief Executive Officer;**
 - f) Accessing Local Buy Panel of Legal Services with legal fees charged to General Ledger 02506.2094.**

The report tables a draft recruitment policy for the Local Area Directors as a result of the above resolution.

Officer's Recommendation:

That Council consider the draft policy which will be circulated under separate cover.

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 consider the draft policy.

Link to Corporate Plan:

Corporate Plan 2018-2023

Strategic Priority 5: Managing our operations well

5.4 Human resources and leadership

Supporting Documentation:

Nil.

Report authorised by:

Chief Executive Officer