

BUSINESS PAPER

General Meeting

Wednesday 14 February 2018

Roma Administration Centre

NOTICE OF MEETING

Date: 9 February 2018

Mayor:

Councillor T D Golder

Deputy Mayor:
Councillors:

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

Chief Executive Officer:

Ms Julie Reitano

Senior Management:

Mr Cameron Castles (Director Infrastructure Services)
Mr Rob Hayward (Director Development, Facilities &
Environmental Services)
Ms Sharon Frank (Director Corporate, Community & Commercial
Services)

Officers:

Ms Jane Frith (Coordinator Communications)

Please find attached agenda for the **General Meeting** to be held at the Roma Administration Centre on **February 14, 2018 at 9.00AM.**



Julie Reitano
Chief Executive Officer

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Next General Meeting

- To be held at the Roma Administration Centre on 28 February 2018.

Confidential Items

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

C Confidential Items

C.1 Maranoa Police Citizens' Youth Club

Classification: Closed Access

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

C.2 Queensland Rail - Notice of Expiry of Agreement - Public Access, Mitchell

Classification: Closed Access

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

C.3 Mitchell Pool - Offer to Extend Pool Opening Hours

Classification: Closed Access

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

C.4 Request for Sponsorship for Wallumbilla Show - Hundred Year Anniversary

Classification: Closed Access

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

C.5 Request for Assistance - Roma Bottle Trees & Heroes Avenue

Classification: Closed Access

Local Government Regulation 2012 Section 275(c) the local government budget.

C.6 Muckadilla War Memorial

Classification: Closed Access

Local Government Regulation 2012 Section 275(c) the local government budget.

C.7 Proposal for Projects Using Efficiencies - Community Support Service

Classification: Closed Access

Local Government Regulation 2012 Section 275(c) the local government budget.

- C.8 Application for Community Organisation Concession**
Classification: Closed Access
Local Government Regulation 2012 Section 275(d) rating concessions.
- C.9 Request to Consider Rates Payment Arrangement - Assessment 11003878 & 11009453**
Classification: Closed Access
Local Government Regulation 2012 Section 275(d) rating concessions.
- C.10 Request for Consideration of Payment Arrangement for Overdue Rates & Charges Assessment 14000459**
Classification: Closed Access
Local Government Regulation 2012 Section 275(h) other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage.
- C.11 Roma Quarry - Business Unit Report January 2018**
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Local Government Regulation 2012 Section 275(h) other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage.
- C.12 Roma Saleyards - Monthly Business Report - January 2018**
Classification: Closed Access
Local Government Regulation 2012 Section 275(h) other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage.
- C.13 December 2017 - Monthly Business Unit Report - Airports**
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Local Government Regulation 2012 Section 275(c) the local government budget.
- C.14 January 2018 - Monthly Business Unit Report - Airports**
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Local Government Regulation 2012 Section 275(c) the local government budget.
- C.15 Tender 18025 - Injune Accommodation - Injune Taroom and Bonnydoon Road Projects**
Classification: Closed Access
Local Government Regulation 2012 Section 275(e) contracts proposed to be made by it.
- C.16 Tender 18026 - Injune Taroom Road & Bonnydoon Road Projects - Gravel Haulage (Road Train Side Tippers)**
Classification: Closed Access
Local Government Regulation 2012 Section 275(e) contracts proposed to be made by it.

- C.17 Request for Reduction in Trading Terms**
Classification: Closed Access
Local Government Regulation 2012 Section 275(h) other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage.
- C.18 Roma East 1A + 1B Field Development Pipeline License Agreement**
Classification: Closed Access
Local Government Regulation 2012 Section 275(e) contracts proposed to be made by it.
- C.19 Surat Water Allocation - Water Restrictions**
Classification: Closed Access
Local Government Regulation 2012 Section 275(h) other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage.(Restriction to Water Supply)
- C.20 Request for Capital Works Program Amendment - Spencer Street Kerb & Channel**
Classification: Closed Access
Local Government Regulation 2012 Section 275(c) the local government budget.
- C.21 QRA Betterment Program - Council Contribution**
Classification: Closed Access
Local Government Regulation 2012 Section 275(c) the local government budget.
- C.22 Radio Licence Sale Proposal - 95.9FM Roma and 102.1FM Mitchell**
Classification: Closed Access
Local Government Regulation 2012 Section 275(h) other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage.
- C.23 Addition to Road Register - Rockvale Road, Injune**
Classification: Closed Access
Local Government Regulation 2012 Section 275(c) the local government budget.
- C.24 Operational Plan/Work Program Objectives & Budget Review - Quarter 2 Update**
Classification: Closed Access
Local Government Regulation 2012 Section 275(c) the local government budget.
- C.25 Minor Amendments to the Organisational Structure**
Classification: Closed Access
Local Government Regulation 2012 Section 275(a) the appointment, dismissal or discipline of employees.

Councillor Business

20 Councillor Business

- 20.1 Review of Road Safety - Carnvarvon Highway through Surat..... 125**
Prepared by: Councillor
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Closure

MINUTES OF THE GENERAL MEETING OF MARANOA REGIONAL COUNCIL HELD AT ROMA ADMINISTRATION CENTRE ON 24 JANUARY 2018 COMMENCING AT 9.07AM

ATTENDANCE

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

AS REQUIRED

Director Infrastructure Services – Cameron Castles, Director Development, Facilities & Environmental Services – Rob Hayward, Director Corporate, Community & Commercial Services – Sharon Frank, Manager Procurement & Commercial Services – Ryan Gittins, Manager Saleyards – Paul Klar, Manager Community Services – Samantha Thrupp, Manager Program & Contract Management – Cameron Hoffmann, Regional Grants & Council Events Development Coordinator – Sue Sands, Local Development Officer Surat – Joh Hancock, Manager Planning & Building Development – Danielle Pearn, Lead Town Planner – Christopher Tickner, Manager Organisational Development & Human Resources – Noela Ward, and Human Resources & Training Advisor – Ollie Dowd.

WELCOME

The Mayor welcomed all present and declared the meeting open at 9.07am.

APOLOGIES

There were no apologies for the meeting.

CONFIRMATION OF MINUTES

Resolution No. GM/01.2018/01

Moved Cr Chambers

Seconded Cr Newman

That the minutes of the General Meeting held on 13 December 2017 be confirmed.

CARRIED

9/0

Resolution No. GM/01.2018/02

Moved Cr McMullen

Seconded Cr Flynn

That the minutes of the Special Meeting held on 20 December 2017 be confirmed.

CARRIED

9/0

BUSINESS ARISING FROM MINUTES

There was no business arising from the minutes.

ON THE TABLE

There were no items for discussion on the table.

PRESENTATIONS/PETITIONS AND DEPUTATIONS

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

CONSIDERATION OF NOTICES OF BUSINESS

There were no notices of business for consideration.

CONSIDERATION OF NOTICES OF MOTION

There were no notices of motion for consideration.

RECEPTION OF NOTICES OF MOTION FOR NEXT MEETING

No notices of motion were received for the next meeting.

BUSINESS

CORPORATE, COMMUNITY & COMMERCIAL SERVICES

Item Number: 11.1 **File Number:** D18/3918

SUBJECT HEADING: MONTHLY FINANCIAL STATEMENTS DECEMBER 2017

Officer's Title: Contractor - Finance Systems Support

Executive Summary:

The purpose of this report was for Council to receive a monthly financial report in accordance with section 204 of the Local Government Regulation 2012 for the month of December 2017.

Resolution No. GM/01.2018/03

Moved Cr Chambers

Seconded Cr Stanford

That the financial reports for 31 December 2017 be received and noted.

CARRIED

9/0

Responsible Officer	Contractor - Finance Systems Support
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Item Number: 11.2

File Number: D18/4709

SUBJECT HEADING: DELEGATION OF COUNCIL POWERS TO THE CHIEF
EXECUTIVE OFFICER - PLANNING ACT 2016

Officer's Title: Governance Officer

Executive Summary:

Council's delegations are reviewed and updated according to changes in state government legislation, as they occur throughout the year.

This report sought Council's approval for delegation of Council powers under the Planning Act 2016 to the position of Chief Executive Officer.

Resolution No. GM/01.2018/04
Moved Cr Flynn
Seconded Cr Newman

Under section 257 of the *Local Government Act 2009*, Council resolve to delegate the exercise of powers contained in Schedule 1 of the Instruments of Delegation included in the officer's report, to the Chief Executive Officer. These powers must be exercised subject to any limitations contained in Schedule 2 of the attached Instruments of Delegation for the *Planning Act 2016*.

CARRIED

9/0

Responsible Officer
Governance Officer
Item Number:

11.3

File Number: D18/4837
SUBJECT HEADING:
DELEGATION OF COUNCIL POWERS TO THE CHIEF EXECUTIVE OFFICER - WATER SUPPLY (SAFETY & RELIABILITY) ACT 2008
Officer's Title:
Governance Officer
Executive Summary:

Council's delegations are reviewed and updated according to changes in state government legislation, as they occur throughout the year.

This report sought Council's approval for delegation of Council powers under the Water Supply (Safety and Reliability) Act 2008 to the position of Chief Executive Officer.

Resolution No. GM/01.2018/05
Moved Cr Schefe
Seconded Cr Newman

Under section 257 of the *Local Government Act 2009*, Council resolve to delegate the exercise of powers contained in Schedule 1 of the Instruments of Delegation included in the officer's report, to the Chief Executive Officer. These powers must be exercised subject to any limitations contained in Schedule 2 of the attached Instruments of Delegation for the *Water Supply (Safety and Reliability) Act 2008*.

CARRIED

9/0

Responsible Officer
Governance Officer
INFRASTRUCTURE SERVICES
Item Number:

12.1

File Number: D18/3166
SUBJECT HEADING:
MEMORANDUM OF UNDERSTANDING WITH RED CROSS SOCIETY
Officer's Title:
Project Officer - Community Liaison & Emergency Management
Executive Summary:

Council, through consultation with the Local Disaster Management Group, has identified the opportunity to enter into a Memorandum of Understanding with Red Cross Society, an organisation that works in partnership with many Queensland local governments in the planning for, response to and recovery from disasters.

This service is based around the evacuation of and management of evacuation centres for the benefit of community members. The Red Cross Society is recognised as world leaders in these aspects of disaster management.

Council will be eligible to claim the financial costs of the Red Cross Society in the event of an activation through Natural Disaster Relief and Recovery Arrangements (NDRRA) funding for eligible events.

Resolution No. GM/01.2018/06

Moved Cr McMullen

Seconded Cr Chandler

That Council authorise the Chief Executive Officer (or delegate) to enter into a Memorandum of Understanding with Red Cross Society for the purpose of assisting Council with planning, response and recovery measures for disasters.

CARRIED

9/0

Responsible Officer	Project Officer - Community Liaison & Emergency Management
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Item Number: 12.2

File Number: D18/4896

SUBJECT HEADING: PLANTING OF A NEW TREE AT ROTARY PARK

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

Executive Summary:

Council received a request from the President of Rotary Club to plant a new tree within the Rotary Park grounds, as part of a request from Rotary International President for 2017-2018, Ian Risely that all Clubs pledge to plant a tree on 25 February 2018 as part of his presidential year.

Resolution No. GM/01.2018/07

Moved Cr O'Neil

Seconded Cr Newman

That Council support the planting of a new tree at Rotary Park by Rotary Club subject to consultation with Council officers as to location and species.

CARRIED

9/0

Responsible Officer	Support Officer – Program & Contract Management / Maintenance & Construction
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Item Number: 12.3

File Number: D18/4595

SUBJECT HEADING: SURAT RIVER WATER ALLOCATION - RAW WATER ESSENTIAL CONSERVATION MEASURES

Officer's Title: Team Coordinator - Projects & Compliance (Water, Sewerage & Gas)

Executive Summary:

Following an extended period of hot dry weather across the region, Surat's level of river extraction has started to move above the permitted allocation. Council is responsible for ensuring that the allocation is not exceeded in order to ensure sufficient allocation is available for the production of potable water for the remainder of the financial year. To stay within the licence limits the current raw water consumption must be reduced. This report set out an action plan to inform the community and implement measures to ensure that consumption can be managed appropriately.

Resolution No. GM/01.2018/08

Moved Cr Newman

Seconded Cr Schefe

That Council:

1. Distribute an updated issue of the Surat Stats 'water use' publication detailing conservation measures and other relevant usage and quality information.
2. Install automated valving to allow the alternating of the raw water supply between the east and west sides of town, and advise the community via a media release and residential letter drop.
3. Enact and advertise the restricted hours of operation for the raw water supply, as stated in the Surat summer water restrictions.
4. Receive a report monthly with the current level of water consumption.

CARRIED

9/0

Responsible Officer

**Team Coordinator - Projects & Compliance
Water, Sewerage & Gas**

Item Number:

12.4

File Number: D17/101486

SUBJECT HEADING:

FIRE MAIN INSTALLATION - WYNDHAM STREET ROMA

Officer's Title:

Manager - Water, Sewerage & Gas

Executive Summary:

A request was received regarding the non-existence of a fire hydrant in the vicinity of a resident's property. The investigation identified that a new water main is required to be installed to meet the requirements of the Regulation code. These works are not included in the current approved capital works program, therefore this report sought approval to undertake the works and allocation of funding.

Resolution No. GM/01.2018/09

Moved Cr McMullen

Seconded Cr Schefe

That Council:

1. Approve the installation of a fire hydrant in Wyndham Street North, Roma to meet Regulation code requirements.
2. Transfer the estimated cost of \$30,000 from W18651 (Water Capital New Miscamble Street Roma Reservoir and Boost Pump).

CARRIED

9/0

Responsible Officer

Manager - Water, Sewerage & Gas

The Chief Executive Officer left the Chamber briefly at 9.17am.

DEVELOPMENT, FACILITIES & ENVIRONMENTAL SERVICES

Item Number: 13.1 **File Number:** D17/96842
SUBJECT HEADING: MATERIAL CHANGE OF USE - "HOTEL" (INCREASE IN INTENSITY 28 ADDITIONAL UNITS)
Location: 30-32 May Street and 1 Hill Street, Wallumbilla (Lots 11, 12 & 13 on W4097)
Applicant: Mark Swan and Sam Senescall C/- Murray and Associates (Qld) Pty Ltd
Officer's Title: Planning Officer

Executive Summary:

The application was for a Development Permit for a Material Change of Use – "Hotel" (increase in intensity – additional 28 rooms) located at 30-32 May Street and 1 Hill Street, Wallumbilla QLD 4428 (properly described as Lots 11, 12 and 13 on W4097).

The application is subject to Impact Assessment against the relevant provisions of the Bendemere Shire Planning Scheme 2006. The Maranoa Planning Scheme is also relevant to the assessment of the application, having recently been adopted by Council post lodgement of the application.

Public Notification was carried out between 8 November 2017 and 29 November 2017. No properly made submissions were received during this period.

The proposed development is generally compliant with the provisions of the Bendemere Shire Planning Scheme 2006 including the Desired Environmental Outcomes and the Urban Area Code. The proposed development is also generally compliant with the applicable provisions of the Maranoa Planning Scheme 2017.

Resolution No. GM/01.2018/10

Moved Cr Newman

Seconded Cr Scheffe

That the development application for a Material Change of Use – "Hotel" (increase in intensity – 28 additional rooms) located at 30-32 May Street and 1 Hill Street, Wallumbilla QLD 4428 (properly described as Lots 11, 12 and 13 on W4097), be approved subject to the following conditions:

Preamble

- (i) Refer to <http://www.cmdg.com.au/> for the Capricorn Municipal Development Guidelines (CMDG).**
- (ii) The relevant planning scheme for this development is the Bendemere Shire Planning Scheme 2006. All references to the 'Planning Scheme' and 'Planning Scheme Schedules' within these conditions refer to this planning scheme.**
- (iii) The land use rating category may change upon commencement of any newly approved use on the site. Council's current Revenue Statement, which includes the minimum general rate levy for the approved use/s, can be viewed on the Council Website: www.maranoa.qld.gov.au.**
- (iv) All Aboriginal Cultural Heritage in Queensland is protected under the (*Aboriginal Cultural Heritage Act 2003*) and penalty provisions apply for any unauthorised harm. Under the legislation a person carrying out an activity must take all reasonable and practicable measures to ensure the activity does not harm Aboriginal Cultural Heritage. This applies whether or not such places are recorded in an official register and whether or not they are located in, on or under private land. The developer is responsible for implementing reasonable and practical measures to ensure the Cultural Heritage Duty of Care Guidelines are met and for obtaining any clearances required from the responsible entity.**

(v) The *Environmental Protection Act 1994* states that a person must not carry out any activity that causes, or is likely to cause, environmental harm unless the person takes all reasonable and practicable measures to prevent or minimise the harm. Environmental harm includes environmental nuisance. In this regard, persons and entities involved in the operation of the approved works are to adhere to their 'general environmental duty' to minimise the risk of causing environmental harm to adjoining premises.

(vi) The developer is to pay all infrastructure charges levied for the approved development – refer to Adopted Infrastructure Charges Notice.

CONDITIONS OF APPROVAL APPLICABLE TO STAGE 1 AND STAGE 2

Use

1. The approved development is a Material Change of Use – “Hotel” (Increase in Intensity – 28 Rooms) as shown on the approved plans.

2. The approved development is permitted to occur in the following two stages;

Stage 1: Consisting twelve (12) rooms shown on approved drawing 1 – “Site Plan” Prepared by e.designers Quality Building Designers, dated 15/09/2017.

Stage 2: Consisting of an additional sixteen (16) rooms shown on approved drawing 1 – “Site Plan” Prepared by e.designers Quality Building Designers, dated 15/09/2017.

Unless otherwise stated, the conditions of approval relate to all stages of the approved development.

Approved Plans and Documents

3. Maintain the approved development - Material Change of Use – “Hotel” (Increase in Intensity – 28 Rooms) generally in accordance with the following approved plans, subject to and modified by any conditions of this approval:

Plan/Document number	Plan/Document name	Date
1	Site Plan	15/09/2017
2	Site Elevations	15/09/2017
3	Cabin Floor Plan & Elevations	15/09/2017
4	PWD Cabin Floor Plan & Elevations	15/09/2017
18205603 Issue P1	Concept Stormwater Management Plan	23/10/2017
18205604 Issue P1	Concept Stormwater Sections	23/10/2017
182056 Issue A	Effluent Design Report Prepared by Brandon & Associates	20/10/2017
CMDG-R-042 Rev F	Commercial Driveway Slab Type A – Two Way Access	12/2016
Capricorn Municipal Development Guidelines		
D5	CMDG – Stormwater Drainage	01/17
D7	CMDG – Erosion Control and Stormwater Management	03/12
D11	CMDG – Water Reticulation	01/17
D5	CMDG – Stormwater Drainage	01/17

4. Any civil engineering and related work shall be designed and supervised by Registered Professional Engineers of Queensland (RPEQ) who are competent in the construction of the works.

5. All works must comply with:

- the development approval conditions;
- any relevant provisions in the Planning Scheme;
- Council's standard designs for such work where such designs exist;

- d) the Capricorn Municipal Development Guidelines;
- e) any relevant Australian Standard that applies to that type of work; and
- f) 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.

Repair Damaged Infrastructure

- 6. The developer is responsible for locating and protecting any Council and public utility services, infrastructure and assets.
- 7. Any damage to roads and infrastructure that is attributable to the progress of works on the site or vehicles associated with the development of the site, must be repaired in accordance with the asset owners' requirements and specifications and to the satisfaction of the asset owners' representative(s).

Avoiding Nuisance

- 8. No nuisance is to be caused to adjoining properties and occupiers by the way of smoke, dust, rubbish, contaminant, stormwater discharge or siltation at any time.
- 9. Unless otherwise approved in writing by the Council, approved hours of construction are restricted to Monday – Saturday 6.30am to 6.30pm – noise permitted. Work or business which causes audible noise must not be conducted from or on the subject land outside the above times or on Sundays or Public Holidays.
- 10. Any air conditioning, generator, refrigeration, pump, exhaust, fans, or other equipment must be acoustically screened to ensure noise levels do not exceed 5dB above the background noise level.
- 11. 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.
- 12. All lighting shall be directed or shielded so as to ensure that no glare directly affects nearby properties.
- 13. The area and its surrounds shall be kept in an orderly fashion, free of rubbish and clear of weeds and long grasses. The approved development and the premises are to be maintained in a clean and tidy condition and not to pose any health and safety risks to the community.

Refuse storage

- 14. 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 of travelling public and neighbours and accessible by the vehicles used by Council, its agents and/or others.

Erosion Control

- 15. All construction works on site are to be undertaken in accordance with the Institute of Engineers (Australia) (IEAUST) Soil Erosion and Sediment Control Engineering Guidelines for Queensland Construction sites.
- 16. If there is a possibility of erosion or silt or other materials being washed off the property during the development process, the developer must document and implement a management plan that prevents this from occurring.

17. The developer shall immediately clean up and satisfactorily remove any deposited construction material or silt runoff from the development site.
18. 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.

Services

19. 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).
20. The development must be provided with an onsite effluent disposal system in accordance with approved document "Effluent Design Report" Prepared by Brandon and Associates, dated 20/10/2017 and AS/NZS 1547:2012.
21. A development permit for plumbing and drainage works must be obtained from Council for any onsite sewerage system provided onsite.
22. Disposal of effluent from the holding tank onsite is to be performed by a suitably licensed contractor.
23. A copy of the sewerage pump out records are to be kept on site and be made readily available for inspection at all times. Council or its representatives are entitled to inspect the sewerage pump out records at any time to ensure that the approved use is operating in accordance with the Effluent Design Report dated 20/10/2017 prepared by Brandon & Associates.
24. 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).
25. If the premises is connected to a telecommunications service, then such works shall be undertaken in accordance with the relevant service provider's requirements and specifications along with relevant building standards, requirements and specifications (as relevant).
26. 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.
27. 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

28. Stormwater must not be allowed to pond on the property being developed during the development process and after the development has been completed.
29. 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.

30. 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.

31. 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

32. 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.

33. Vehicle crossovers must be located a minimum distance of one metre from any power pole, street signage, street lights, manholes, stormwater gully pits or other Council assets, unless otherwise specified in the applicable development standards and specifications.

34. 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.

35. 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.

36. Vehicle access and manoeuvring areas are to comply with AS/NZS 2890.1:2004 Parking facilities Part 1: Off-street car parking.

37. 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.

38. 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.

39. Disabled car parking bays shall be designed in accordance with AS/NZS 2890.6:2009 Parking Facilities Part 1: Off-Street Car Parking.

40. All 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.

41. Parking associated with the approved use must be contained within the development site area. No on-street parking is permitted at any time.

42. All parking spaces are to be clearly delineated with an appropriate line-marking paint that meets the applicable Australian Standard.

43. 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.

Landscaping

- 44. 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.**
- 45. Site landscaping must not interfere with vehicle access ways, electrical infrastructure nor restrict maintenance access to any onsite infrastructure, public utility or easement.**
- 46. Any dead or unhealthy plants must be promptly replaced throughout the life of the development.**

Advertising Signs

- 47. Any proposed advertising signage in addition to that identified in the approved development plans, is subject to a further development approval unless compliant with the self-assessable development provisions of the planning scheme in force at the time.**
- 48. Any free-standing advertising signage or structure to be constructed on site shall be designed by an RPEQ (Structural) Engineer and certification provided for both design and construction.**

No Cost to Council

- 49. Services and infrastructure required in connection with the establishment of the approved development must be provided at the developer's cost.**
- 50. 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

- 51. 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

- 52. 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'.**

CONDITIONS OF APPROVAL APPLICABLE TO STAGE 1

Use

- 53. The lots subject to the approved development (Lots 11, 12 and 13 on W4097) shall be amalgamated to create a single lot within six months of this approval taking effect. A copy of the registered survey plan shall be submitted to Council once the new lot has been created.**
- 54. Conditions relating to the development of Stage 1, including the requirement to obtain development approval for building works and plumbing and drainage works, must be fulfilled within 6 months from the date that this development approval takes effect.**
- 55. Prior to the commencement of the use, the applicant shall contact Council to arrange a development compliance inspection.**

Access, Car Parking & Manoeuvring

56. The existing vehicle crossovers from May Street is to be upgraded and located generally in accordance with approved drawing 1 – “Site Plan” Prepared by e.designers Quality Building Designers, dated 15/09/2017.
57. The vehicle crossover is to be constructed in accordance with CMDG Drawing-R-042 Rev F – Commercial Driveway Slab Type A – Two Way Access, dated 12/2016.
58. A minimum of twenty-one (21) car parking spaces, including one (1) car parking space for persons with disabilities, are to be provided within the development site area.

Stormwater and Drainage

59. Stormwater runoff from roofs and impervious surfaces is to be collected and discharged in accordance with the CMDG – D5 Design Guidelines ‘Stormwater Drainage Design’.

Landscaping

60. The existing landscaped areas adjacent to the Hill Street frontage of the site are to be retained and maintained with established trees, shrubs and ground covers for the life of the development.
61. Additional onsite landscaping is to be provided at the rear of Accommodation Units 1-8 to screen and provide separation from the area of the site reserved for effluent treatment (i.e. treatment beds). Vegetation should consist of species suitable to provide a visual and physical barrier.

CONDITIONS OF APPROVAL APPLICABLE TO STAGE 2

Use

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

Access, Car Parking & Manoeuvring

63. The existing vehicle crossovers from Hill Street is to be upgraded and located generally in accordance with approved drawing 1 – “Site Plan” Prepared by e.designers Quality Building Designers, dated 15/09/2017.
64. The vehicle crossover is to be constructed in accordance with CMDG Drawing-R-042 Rev F – Commercial Driveway Slab Type A – Two Way Access, dated 12/2016.
65. A minimum of sixteen (16) car parking spaces, including two (2) car parking spaces for persons with disabilities, are to be provided within the development site area.

Stormwater and Drainage

66. Stormwater runoff from roofs and impervious surfaces is to be collected and discharged generally in accordance with approved drawing 18205603 – “Concept Stormwater Plan” Prepared by Brandon and Associates and in accordance with the CMDG – D5 Design Guidelines ‘Stormwater Drainage Design’.
67. Written confirmation from a suitably qualified professional (RPEQ) that the table drain on Hill Street can cater for the stormwater flows from Stage 2 of the approved the development shall be submitted to Council prior to the commencement of works for Stage 2.

Note: Any modification to the Hill Street table drain to accommodate stormwater flows from the approved development will require an operational works approval prior to any works being undertaken.

Landscaping

68. Landscaping is to be established to the extent shown on approved drawing 1 – “Site Plan” Prepared by e.designers Quality Building Designers, dated 15/09/2017.

CARRIED

9/0

Responsible Officer	Planning Officer
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Item Number: 13.2 **File Number:** D17/100877

SUBJECT HEADING: REGIONAL POOL REPORT - OCTOBER 2017

Officer's Title: Administration Officer - Council Buildings & Structures

Executive Summary:

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

The pools are operated by contractors under management agreements. Contractors provide monthly reports to Council identifying attendance, pool temperatures, chemical levels, maintenance issues and consumables.

Reports for the month of October for the Great Artesian Spa, Mitchell Memorial Swimming Pool, Injune Swimming Pool, Surat Swimming Pool and Denise Spencer Memorial Pool Roma were presented.

Resolution No. GM/01.2018/11

Moved Cr Schefe

Seconded Cr Chandler

That Council receive the regional swimming pool reports for the month of October 2017.

CARRIED

9/0

Responsible Officer	Administration Officer - Council Buildings & Structures
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Item Number: 13.3 **File Number:** D17/101224

SUBJECT HEADING: REGIONAL POOL REPORT - NOVEMBER 2017

Officer's Title: Administration Officer - Council Buildings & Structures

Executive Summary:

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

The pools are operated by contractors under management agreements. Contractors provide monthly reports to Council identifying attendance, pool temperatures, chemical levels, maintenance issues and consumables.

Reports for the month of November for the Great Artesian Spa, Mitchell Memorial Swimming Pool, Injune Swimming Pool, Roma Denise Spencer Pool and Surat Swimming Pool were presented.

Resolution No. GM/01.2018/12
Moved Cr Newman
Seconded Cr Stanford
That Council receive the regional swimming pool reports for the month of November 2017.
CARRIED
9/0
Responsible Officer
Administration Officer - Council Buildings & Structures
Item Number:
13.4
File Number: D18/4599
SUBJECT HEADING:
REQUEST FOR ANZAC DAY 2018 SERVICE AT GUNNEWIN
Officer's Title:
Associate to the Chief Executive Officer
Executive Summary:
Council received a request to hold a dawn service at Gunnewin on Anzac Day 2018.
Resolution No. GM/01.2018/13
Moved Cr Chandler
Seconded Cr Stanford
That Council provide its in principle support for a dawn service to be held at Gunnewin on Anzac Day 2018, pending:

1. Further details of the costs (both in kind and financial) involved in holding the service at Gunnewin being provided to Council for approval at a future meeting.
2. Planning and scheduling being finalised for all Anzac Day 2018 services across the region.

CARRIED
9/0
Responsible Officer
Associate to the Chief Executive Officer
Item Number:
13.5
File Number: D18/4800
SUBJECT HEADING:
PROJECT AMENDMENT - YULEBA RACECOURSE RESERVE WEED CONTROL
Officer's Title:
Rural Land Services & Funding Officer/Team Coordinator
Executive Summary:
Council officers have met with members of the Bendemere Pony Club in regard to Special Project Work Order 18865, to control Mimosa on the Racecourse reserve at Yuleba. As a result of this meeting, an amendment to the scope of works was proposed.
Resolution No. GM/01.2018/14
Moved Cr Newman
Seconded Cr Chandler
That Council approve the amended area as identified in the map attached to the officer's report of proposed works for the control of Mimosa at the Yuleba Racecourse reserve, noting that the revised scope will reduce the area of stick raking and blade ploughing from 50 hectares to approximately 3.4 hectares (either side of the road into the Pony Club grounds from the Warrego Highway – and adjacent to the loading ramp).
CARRIED
9/0
Responsible Officer
Rural Land Services & Funding Officer/Team Coordinator

Item Number: 13.6 **File Number:** D18/5166
SUBJECT HEADING: REQUEST FOR ASSISTANCE - ROMA BOTTLE TREES AND HEROES AVENUE
Applicant: RSL Roma Sub Branch
Officer's Title: Associate to the Chief Executive Officer

Executive Summary:

Council received a request from the RSL Roma Sub Branch for assistance to provide and install two additional remembrance concrete blocks in front of the RSL Hall on Quintin Street, Roma.

Resolution No. GM/01.2018/15

Moved Cr O'Neil

Seconded Cr Scheffe

That:

1. Council provide its in principle support for the request received from RSL Roma Sub Branch for assistance to provide and install two additional remembrance concrete blocks in Quintin Street, Roma.
2. The appropriate costings be provided to Council for consideration at the next General Meeting.

CARRIED

9/0

Responsible Officer

Associate to the Chief Executive Officer

SUBJECT HEADING: SUSPENSION OF STANDING ORDERS
 COUNCIL ADJOURNED THE MEETING FOR A BRIEF RECESS AT 9.29AM

SUBJECT HEADING: RESUMPTION OF STANDING ORDERS
 COUNCIL RESUMED THE MEETING AT 10.09AM

CONFIDENTIAL ITEMS

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

- (a) the appointment, dismissal or discipline of employees;
- (c) the local government budget;
- (d) rating concessions;
- (e) contracts proposed to be made by it;
- (f) starting or defending legal proceedings involving the local government;
- (h) other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage;

Resolution No. GM/01.2018/16**Moved Cr Flynn****Seconded Cr McMullen****That Council close the meeting to the public at 10.09am.****CARRIED****9/0**

Cr. Chambers declared a 'Conflict of Interest' in relation to item C.4 – Consent to Easement - Lot 13 SP260550, due to her position as Secretary of Maranoa Diggers Race Club. Cr. Chambers left the Chamber at 10.11am, taking no part in discussion on the matter.

At cessation of discussion on the abovementioned item, Cr. Chambers returned to the Chamber at 10.12am.

Cr. Stanford declared a 'Conflict of Interest' in relation to Item C.6 – 2018 Australia Day Nominees, due to her being an executive member of one of the group applications put forward for Council's consideration. Cr. Stanford left the Chamber at 10.21am, taking no part in discussion or debate on the matter.

At cessation of discussion on the abovementioned item, Cr. Stanford returned to the Chamber at 10.32am.

COUNCIL ADJOURNED THE MEETING FOR MORNING TEA AND A PRESENTATION AT 10.39AM.

COUNCIL RESUMED THE MEETING IN CLOSED SESSION AT 11.50AM.

The Mayor did not return to the Chamber when the meeting resumed. Deputy Mayor, Cr. Chambers, took the role of Acting Chair in his absence.

The Mayor returned to the Chamber at 12.12pm and resumed the role of Chair.

Cr. Flynn left the Chamber at 12.46pm, and returned again at 12.49pm.

The Mayor left the Chamber at 12.51pm and did not return prior to the meeting being adjourned.

COUNCIL ADJOURNED THE MEETING FOR LUNCH AT 12.57PM.

COUNCIL RESUMED THE MEETING IN CLOSED SESSION AT 1.39PM.

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

Cr. Flynn did not return to the Chamber prior to the meeting resuming.

The Mayor returned to the Chamber at 1.50pm and resumed the role of Chair.

Cr. O'Neil left the Chamber at 1.51pm, and returned again at 2.34pm.

Cr. Flynn returned to the Chamber at 2.00pm.

The Mayor left the Chamber 2.31pm, and returned again at 2.35pm.

Resolution No. GM/01.2018/17**Moved Cr O'Neil****Seconded Cr McMullen****That Council open the meeting to the public at 3.00pm.****CARRIED****9/0**

Cr. Chandler left the Chamber at 3.00pm, and returned again at 3.03pm.

Item Number: C.1 **File Number:** D17/101996

SUBJECT HEADING: BIG RIG MONTHLY REPORT

Officer's Title: Administration Officer - Council Buildings & Structures

Executive Summary:

The Big Rig reports for the months of October and November 2017 were presented for Council's information

Resolution No. GM/01.2018/18

Moved Cr Chandler

Seconded Cr Stanford

That Council receive the Big Rig reports as presented.

CARRIED

9/0

Responsible Officer

Administration Officer - Council Buildings & Structures

Item Number:

C.2

File Number: D17/102366

SUBJECT HEADING:

**APPLICATION FOR PERMIT TO OCCUPY - STOCK
ROUTE ADJOINING LOT 10 ON KE64**

Officer's Title:

Administration Officer - Land Administration

Executive Summary:

Council received an application for permission to occupy over stock route adjoining land described as Lot 10 on KE64 for the purpose of grazing and construction of an exclusion fence.

Resolution No. GM/01.2018/19

Moved Cr Newman

Seconded Cr Flynn

That Council:

- 1. Offer no objection to the application for a Permit to Occupy over stock route adjoining land described as Lot 10 on KE64 noting that the land is still required for its gazetted purpose.**
- 2. As Trustee of the Reserve, authorise that use of the land be dealt with under the *Land Act 1994* by the Department of Natural Resources, Mines and Energy.**

CARRIED

9/0

Responsible Officer

Administration Officer - Land Administration

Item Number: C.3 **File Number:** D18/2866

SUBJECT HEADING: APPLICATION FOR CONVERSION OF TENURE - LOTS 10 & 72 ON WV801, LOT 49 ON WV635 AND LOTS 170 & 171 ON WV636

Officer's Title: Administration Officer - Land Administration

Executive Summary:

The Department of Natural Resources, Mines and Energy sought Council's views on applications it has received for conversion of the following Grazing Homestead Perpetual Leases (GHPL) to freehold tenure.

Resolution No. GM/01.2018/20

Moved Cr Newman

Seconded Cr Stanford

That Council advise the Department of Natural Resources, Mines and Energy that it has no objection to the conversion of the following Grazing Homestead Perpetual Leases to freehold tenure:

- GHPL 36/7806 over Lots 10 and 72 on WV801
- GHPL 36/7834 over Lot 49 on WV635 and Lots 170 and 171 on WV636

CARRIED

9/0

Responsible Officer

Administration Officer - Land Administration

Cr. Chambers declared a 'Conflict of Interest' in relation to the following item, due to her position as Secretary of Maranoa Diggers Race Club. Cr. Chambers left the Chamber at 3.05pm, taking no part in discussion on the matter.

Item Number: C.4 **File Number:** D18/2499

SUBJECT HEADING: CONSENT TO EASEMENT - LOT 13 SP260550

Officer's Title: Lead Land Administration Officer

Executive Summary:

Council received correspondence from Ergon Energy requesting consent for an easement through Lot 13 on SP260550, being Reserve for Camping and Water for which Council is trustee.

Resolution No. GM/01.2018/21

Moved Cr McMullen

Seconded Cr Chandler

That Council consent to the granting of an easement through Lot 13 on SP260550, being Reserve for Camping and Water, to Ergon Energy for the purpose of extending the powerline to service Lot 123 on DL188.

CARRIED

8/0

Responsible Officer

Lead Land Administration Officer

At cessation of discussion and debate on the abovementioned item, Cr. Chambers returned to the Chamber at 3.06pm.

Item Number: C.5 File Number: D18/4772

SUBJECT HEADING: 95TH ANNIVERSARY OF COBB AND CO.
 COMMEMORATIVE TRAIL RIDE

Officer's Title: Local Development Officer - Surat

Executive Summary:

Yuleba Development Group Inc., in partnership with Surat and District Development Association are planning the 95th anniversary of Cobb and Co.

The commemorative trail ride is held every five years with the next event planned for 23 – 25 August 2019. Event organisers are applying for a Destination Events grant and requested Council's in kind support of this event for the application.

Resolution No. GM/01.2018/22

Moved Cr Chandler

Seconded Cr Chambers

That Council:

1. Recognise the 95th Anniversary of Cobb and Co. Commemorative Trail Ride as one of the Maranoa's major events for 2019.
2. Support the 95th Anniversary of Cobb and Co. Commemorative Trail Ride by way of providing in kind assistance up to the value of \$95,000 in future budget deliberations.
3. Write a letter of support for Yuleba Development Group Inc. and Surat and District Development Association for the grant application.

CARRIED

9/0

Responsible Officer

Local Development Officer - Surat

Cr. Stanford declared a 'Conflict of Interest' in relation to the following item, due to her being an executive member of one of the group applications put forward for Council's consideration. Cr. Stanford left the Chamber at 3.08pm, taking no part in discussion or debate on the matter.

Item Number: C.6 File Number: D18/5069

SUBJECT HEADING: 2018 AUSTRALIA DAY AWARD NOMINEES

Officer's Title: Councillors' Support & Community Engagement Officer

Executive Summary:

An assessment panel has reviewed the nominations for the Maranoa 2018 Australia Day Awards.

Resolution No. GM/01.2018/23

Moved Cr O'Neil

Seconded Cr McMullen

That Council accept the recommendations from the Awards Assessment Panel for the 2018 Australia Day Award Recipients for the Maranoa region, and reflect the discussion during Council's meeting of 24 January 2018 by way of update.

CARRIED

8/0

Responsible Officer

Councillors' Support & Community
 Engagement Officer

At cessation of discussion and debate on the abovementioned item, Cr. Stanford returned to the Chamber at 3.09pm.

Item Number: C.7 **File Number:** D17/98593

SUBJECT HEADING: ROMA SALEYARDS - INNOVATIVE SELLING METHODS

Officer's Title: Manager - Saleyards

Executive Summary:

One of the key actions In Council's Corporate Plan 2014-2019 for Roma Saleyards is to Identify and implement innovative selling methods, taking advantage of technological advances in online buying and selling at Roma Saleyards.

With the recent advances in online auction platforms, this report proposed that Council investigate these technologies and their current suitability to the Roma Saleyards operations.

Resolution No. GM/01.2018/24

Moved Cr Flynn

Seconded Cr Newman

That Council:

1. Meet with all Roma Livestock Agents Association members to discuss Council's intention to investigate options for online auction services at Roma Saleyards.
2. Pursuant to section 228(5) of the *Local Government Regulation 2012*, invite expressions of interest for the purpose of shortlisting tenders for an online auction platform for Roma Saleyards.

CARRIED

9/0

Responsible Officer

Manager - Saleyards

Item Number: C.8 **File Number:** D18/4307

SUBJECT HEADING: ROMA SALEYARDS - MONTHLY BUSINESS REPORT - DECEMBER 2017

Officer's Title: Manager - Saleyards

Executive Summary:

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

Resolution No. GM/01.2018/25

Moved Cr Flynn

Seconded Cr McMullen

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

CARRIED

9/0

Responsible Officer

Manager - Saleyards

Item Number: C.9 File Number: D18/1075

SUBJECT HEADING: REQUEST TO KEEP A SHEEP ON AN ALLOTMENT
WITHIN THE DESIGNATED TOWN AREA

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

Executive Summary:

Council received a request from a resident seeking approval to keep a sheep in the town designated area which is currently prohibited in certain circumstances under Local Law No. 2 (Animal Management) 2011 Section 5 and Subordinate Local Law (Animal Management) 2011 Schedule 1.

Resolution No. GM/01.2018/26

Moved Cr Stanford

Seconded Cr Newman

That Council:

1. Provide a further extension of time to allow Council officers to work with the resident to look at alternate options for allotments that would meet the requirements under Local Law No. 2 (Animal Management) 2011 Section 5 and Subordinate Local Law No. 2 (Animal Management) 2011 Schedule 1, 5 (a) & (b).
2. In parallel with point 1, advise the customer of the need to continue looking at a solution for the rehoming of the animals in the event that a suitable alternate option that meets the local law cannot be found.

CARRIED

7/2

The Mayor called for a division of the vote.

The outcomes were recorded as follows:

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

Responsible Officer	Associate to the Director – Corporate, Community & Commercial Services
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Item Number: C.10 File Number: D18/3657

SUBJECT HEADING: APPLICATIONS FOR RATE PAYMENT ARRANGEMENTS
- ASSESSMENT NUMBERS 14010227, 14025779,
14025852

Officer's Title: Rates Officer

Executive Summary:

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

Resolution No. GM/01.2018/27
Moved Cr Newman
Seconded Cr O'Neil

That Council approve the payment arrangements as set out in the table below subject to all rates, charges and arrears accumulated being paid in full by 30 June 2019:

Assessment No.	Payment Arrangement
14010227	\$220 / fortnight
14025779	\$132 / fortnight
14025852	\$250 / fortnight

CARRIED

9/0

Responsible Officer
Rates Officer
Item Number:
C.11
File Number: D17/97540
SUBJECT HEADING:
TENDER 18025 - INJUNE ACCOMMODATION - INJUNE TAROOM AND BONNYDOON ROAD PROJECTS
Officer's Title:
Manager - Procurement & Commercial Services
Executive Summary:

Council publicly invited suitable businesses to tender for the supply of accommodation and catering for the Injune Taroom and Bonnydoon Road Upgrade Project staff.

The tender period opened on 22 December 2017 and closed on 22 January 2018.

Resolution No. GM/01.2018/28
Moved Cr Newman

That the matter lay on the table for further consideration at the General Meeting on 14 February 2018.

CARRIED

8/1

Cr McMullen requested his vote against the motion be recorded.

Responsible Officer
Manager - Procurement & Commercial Services

Cr. Flynn declared a perceived 'Conflict of Interest' in the following item, due to his personal business operations at the Roma Airport. Cr. Flynn left the Chamber at 3.16pm, taking no part in discussion or debate on the matter.

Item Number:
C.12
File Number: D18/4281
SUBJECT HEADING:
TENDER 18004 - LEASE OF ROMA AIRPORT KIOSKS AND CAR PARKS
Officer's Title:
Manager - Procurement & Commercial Services
Executive Summary:

Council publicly advertised the tender, inviting interested parties to submit tenders for the lease of Roma Airport kiosks and car parks.

This report was tabled to advise Council about the results of the negotiation process.

Resolution No. GM/01.2018/29
Moved Cr Chambers
Seconded Cr Schefe
That Council:

1. Select the below listed entities as the preferred tenderers for Tender 18004 – Lease of Roma Airport Kiosks and Car Parks (in alphabetical order), option two as referenced in the officer's report:
 - Hertz Australia Pty Ltd
 - Jonday Holdings Pty Ltd T/A Thrifty Car Rentals
 - Stromben Pty Ltd T/A Avis Toowoomba
2. Authorise the Chief Executive Officer (or delegate) to enter into final negotiations with the preferred tenderers and accept the leases if the final terms are acceptable.
3. Assign income to GL01511.1040.1003 (Airport Operating Revenue – Kiosk Rental Fees – Commercial Fees & Charges)

CARRIED
8/0
Responsible Officer
Manager - Procurement & Commercial Services

At cessation of discussion and debate on the abovementioned item, Cr. Flynn entered the Chamber at 3.17pm.

Item Number:
C.13
File Number: D18/4284
SUBJECT HEADING:
ENGAGEMENT OF SOLE SUPPLIER - ROMA NETBALL COURT SURFACE
Officer's Title:
Manager - Procurement & Commercial Services
Executive Summary:

This report was tabled to seek Council's approval to engage a sole supplier for the supply of the specialised court surfacing system, as per the Netball Australia National Facilities Policy, for the new Roma Netball Court Project.

Resolution No. GM/01.2018/30
Moved Cr Schefe
Seconded Cr Flynn
That:

1. Council resolve to engage California Sports Surfaces Pty Ltd to supply 5,838m² of Rebound Ace HSA Club surface for the Roma Netball Court Project.
2. The engagement be made in accordance with s 235(a) of the *Local Government Regulation 2012*, that: *the local government resolves it is satisfied that there is only 1 supplier who is reasonably available.*
3. Council authorise the Chief Executive Officer (or delegate) to enter into final negotiations with California Sports Surfaces Pty Ltd and raise a purchase order if the final terms are acceptable.
4. Expenditure be assigned to W18351.2929.2001 2001 (Economic and Community Development Capital Works New Roma Sport and Recreation – Court Surfacing – Materials & Services)

CARRIED
9/0
Responsible Officer
Manager - Procurement & Commercial Services

Item Number:

C.14

File Number: D18/4630

SUBJECT HEADING:

**REQUEST FOR QUOTATION - TYPE 4 MATERIAL
PRODUCTION AT GUNNEWIN EAST PIT**

Officer's Title:

Manager - Procurement & Commercial Services

Executive Summary:

Pre-qualified suppliers of on-site crushing services were invited to provide quotes for the production of material for the Gunnewin West, Womblebank Gap, and Westgrove Road upgrade projects.

The quote was released on 10 January and closed on 16 January 2018.

Responses were reviewed by an evaluation panel and the report was submitted for Council's consideration.

Resolution No. GM/01.2018/31

Moved Cr McMullen

Seconded Cr Schefe

That:

- 1. Council select Goodland Gravel Pty Ltd as the preferred supplier for Quotation Request – Type 4 Material Production at Gunnewin East Pit.**
- 2. Council authorise the Chief Executive Officer (or delegate) to enter into final negotiations with Goodland Gravel Pty Ltd, noting the quoted value of \$255,090 inclusive of GST, and raise a purchase order if the terms are acceptable.**
- 3. Expenditure be assigned to W15764.2851 2851 (Gravel Pit Operations Injune Gunnewin East Gravel Pit – Winning crushing and stockpiling)**
- 4. Council reserves the right to award to an alternative supplier in the event of a delay to the agreed starting date of 29 January 2018, should such a delay be greater than one or two days.**

CARRIED

7/2

The Mayor called for a division of the vote.

The outcomes were recorded as follows:

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

Responsible Officer

**Manager - Procurement & Commercial
Services**

Item Number: C.15 File Number: D18/4693

SUBJECT HEADING: REQUEST FOR QUOTATION - TRAFFIC MANAGEMENT SERVICES AT INJUNE TAROOM ROAD & BONNYDOON ROAD

Officer's Title: Manager - Procurement & Commercial Services

Executive Summary:

Pre-qualified suppliers for traffic management services were invited to provide quotes for the provision of services at the Injune Taroom and Bonnydoon Road upgrade projects.

The Request for Quotation was released on 10 January and closed on 16 January 2018.

Responses were reviewed by an evaluation panel and the report was submitted for Council's consideration.

Resolution No. GM/01.2018/32

Moved Cr Chandler

Seconded Cr Scheffe

That:

1. Council select Global Road Safety Pty Ltd T/A Global Traffic Management as the preferred supplier for Quotation Request – Traffic Management Services at Injune Taroom Road and Bonnydoon Road.
2. Council authorise the Chief Executive Officer (or delegate) to enter into final negotiations with Global Road Safety Pty Ltd T/A Global Traffic Management (including negotiation about the proposed project staff members), and raise a purchase order if the terms are acceptable, subject to the finalisation of an approved project budget.
3. Expenditure be assigned to W18026 (Rural Roads Capital Upgrade Injune-Taroom Road) and W18022 (Rural Roads Capital Upgrade Bonnydoon Road).
4. In the event of any critical non-compliance on site, Council issue a formal show cause notice to the supplier affording them the opportunity to rectify any issues prior to the termination of the contract.

CARRIED

9/0

Responsible Officer

Manager - Procurement & Commercial Services

Item Number: C.16 File Number: D18/4763

SUBJECT HEADING: REQUEST FOR REDUCTION IN TRADING TERMS

Officer's Title: Manager - Procurement & Commercial Services

Executive Summary:

Council received correspondence from one supplier, requesting a reduction in trading terms from 28 days to 14 days. The request was tabled for Council's consideration.

Resolution No. GM/01.2018/33
Moved Cr Newman
Seconded Cr Schefe

That Council approve the requested reduction in trading terms from 28 days to 14 days for any invoiced works by the entity (Creditor Account 14630), as referenced in the officer's report.

CARRIED
9/0
Responsible Officer
Manager - Procurement & Commercial Services

Cr. Flynn declared a perceived 'Conflict of Interest' in the following item, due to his personal business operations at the Roma Airport. Cr. Flynn left the Chamber at 3.25pm, taking no part in discussion or debate on the matter.

Item Number: C.17
File Number: D18/2917
SUBJECT HEADING:
NOVEMBER 2017 - MONTHLY BUSINESS UNIT REPORT - AIRPORTS
Officer's Title:
Manager - Airports (Roma, Injune, Surat, Mitchell)
Executive Summary:

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

Resolution No. GM/01.2018/34
Moved Cr O'Neil
Seconded Cr Stanford

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

CARRIED
8/0
Responsible Officer
Manager - Airports (Roma, Injune, Surat, Mitchell)

At cessation of discussion and debate on the abovementioned item, Cr. Flynn entered the Chamber at 3.25pm.

Item Number: C.18
File Number: D18/3442
SUBJECT HEADING:
ROMA QUARRY - FINALISATION OF RENT LEASE OF LAND
Officer's Title:
Director - Infrastructure Services
Executive Summary:

This report sought authority for the Chief Executive Officer or delegate to investigate issues raised by the landowner following a meeting with the Mayor and Deputy Mayor in November 2017, and as communicated in a letter dated 1 December 2017.

Resolution No. GM/01.2018/35
Moved Cr Chambers
Seconded Cr Schefe
That Council:

- 1. Receive and note the contents of the letter received from the landowner.**

2. Authorise the Chief Executive Officer (or delegate) to investigate and follow up the concerns raised in the letter from the landowner and report back to Council once finalised.

CARRIED

9/0

Responsible Officer

Director - Infrastructure Services

Item Number:

C.19

File Number: D17/98817

SUBJECT HEADING:

PROPERTY ENTRANCE ON LOT PLAN 99WAL53373
WALLUMBILLA NORTH ROAD CHAINAGE 1920 RHS

Officer's Title:

Manager - Construction

Executive Summary:

Council's 2017/18 Capital Works Program includes the construction of the Wallumbilla North Road Rehabilitation Project, Work Order 18020. In order to meet current Engineering Standards, both horizontal and vertical realignments to the existing road were required. During construction it has become apparent that one of the vertical realignments has impacted on the safety and serviceability of an entrance to the property located at Lot Plan 99WAL53373.

Resolution No. GM/01.2018/36

Moved Cr McMullen

Seconded Cr Newman

That Council authorise:

1. The relocation of the entrance gate to the property located at Lot Plan 99WAL53373 Wallumbilla North Road to come off Jenkinson Road.
2. The costs, to the total of \$4,150, to be made available from W18020 (Wallumbilla North Road Rehabilitation).
3. The Chief Executive Officer (or delegate) to finalise negotiations with the land owner.

CARRIED

9/0

Responsible Officer

Manager - Construction

Item Number:

C.20

File Number: D18/4962

SUBJECT HEADING:

STAGE 2A ACCELERATED CONSTRUCTION PROGRAM

Officer's Title:

Manager - Construction

Executive Summary:

Subsequent to informal discussions with Councillors, this report sought approval to implement an accelerated works program for the construction of the Stage 2A Roma Flood Mitigation Project due to funding milestones.

Resolution No. GM/01.2018/37

Moved Cr Chambers

Seconded Cr Chandler

That Council:

1. Endorse the implementation of an accelerated works program for the construction of the Stage 2A Roma Flood Mitigation Project.

2. Note the risks associated with the implementation of the accelerated program.
3. Commence the works as soon as practical so that Council can demonstrate that it has used its best endeavours to complete the works pending the Federal Government's decision on the Extension of Time request.

CARRIED

9/0

Responsible Officer

Manager - Construction

Item Number:

C.21

File Number: D18/5163

SUBJECT HEADING:

2018 TRAINEESHIP PROGRAM

Officer's Title:

Manager - Organisational Development & Human Resources

Executive Summary:

In accordance with Council resolution GM/10.2017/37, the offer of funding from the Department of Education and Training for four traineeship positions was accepted and the Service Agreement approved and signed by the Chief Executive Officer following Council's resolution. Subsequently funding of \$50,000 has been received by Council.

The executive leadership team considered the most appropriate placement of approved trainees and sought Council's endorsement.

Resolution No. GM/01.2018/38

Moved Cr Schefe

Seconded Cr Chandler

That Council endorse the proposed amendment to the organisational structure as follows, endorsing trainee positions in the following areas:

- Trainee – Business Administration (Mitchell) reporting to the Manager – Facilities (Land, Buildings & Structures) (0110)
- Trainee – Parks & Gardens (Injune) reporting to the Team Leader – Town & Surrounds (Injune) (0429) (including Water Operations modules)
- Trainee – Parks & Gardens (Surat) reporting to the Team Leader – Town & Surrounds (Surat) (0432) (including Water Operations modules)
- Trainee Engineering Technical (Roma) reporting to the Specialist – Design Services (0310)

CARRIED

9/0

Responsible Officer

Manager - Organisational Development & Human Resources

Item Number:

C.22

File Number: D18/4785

SUBJECT HEADING:

**MINOR AMENDMENTS TO THE ORGANISATIONAL
STRUCTURE**

Officer's Title:

Associate to the Chief Executive Officer

Executive Summary:

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

Resolution No. GM/01.2018/39

Moved Cr Chambers

Seconded Cr Flynn

That Council:

1. Endorse the proposed amendment to the organisational structure as follows:
 - Retitle the position of Team Coordinator – Materials Production (Quarry & Quarry Pits) (0417) to Operations Manager – Materials Production (Quarry & Quarry Pits).
 - Re-include the position of Engineer (0335), renamed to Senior Engineer – Program & Contract Management.
 - Retitle the position of Project Manager – Saleyards Precinct Development (0345) to Senior Engineer – Program & Contract Management.
 - Remove the position of Contract Administrator (0864).
 - Remove the position of Administration Officer – Council Buildings & Structures (0514).
 - Remove the position of Procurement Officer – Facilities / Relief Facilities Officer (0959).
 - Remove the position of Manager Strategic Asset Management & Planning (0103).
2. In lieu of replacement of the Plumber employee functions in Injune, approve an approach to, and engagement of, the sole local Injune plumbing business for a trial period of six months, to assist in emergent plumbing trade works, subject to successful negotiation of services and pricing.

CARRIED

9/0

Responsible Officer

Associate to the Chief Executive Officer

Item Number: LC.1 **File Number:** D18/5579
SUBJECT HEADING: BINYA LANE ROAD UPGRADES
Name of Applicant: Northern Growers Pty Ltd - Ben & Nick Cameron
Location: 1115 Binya Lane, Mount Abundance (Lot 17 on WV841 and Lot 19 on WV841)
Officer's Title: Lead Town Planner

Executive Summary:

The development approval issued in February 2016 for a 4,000 SCU feedlot at Mount Abundance (Ref 2015/19400) requires road upgrades to Binya Lane before Stage 2 of the approved development can commence. The cost of the required road upgrade is significant and Councillors and officers of Council have been in discussions with the applicant regarding ways of potentially reducing these costs, recognising that there could be potential benefits to both parties by coordinating the upgrade works with Council's planned maintenance program.

Resolution No. GM/01.2018/40

Moved Cr McMullen

Seconded Cr Schefe

That Council write to the applicant offering the following option as referenced in the officer's report for road upgrades to Binya Lane which are required by conditions of development approval Ref 2015/19400:

- Option 3: Council complete as private works; applicant supplies material (gravel)

MOTION LOST

3/6

Resolution No. GM/01.2018/41

Moved Cr Flynn

Seconded Cr Chandler

That Council write to the applicant outlining the following four options (for the value circulated to Councillors) for road upgrades to Binya Lane which are required by conditions of development approval Ref 2015/19400:

1. Engage a private contractor to complete the works.
2. Engage Council to complete the works as per the quotation provided.
3. Engage Council to complete the works as per the quotation provided, less the cost of materials supplied by the applicant for the works.
4. Engage Council to complete the works as per the quotation provided, less the cost of materials supplied by the applicant for the works, and the cost for Council to undertake a heavy grade of Binya Lane simultaneously.

CARRIED

6/3

Responsible Officer

Lead Town Planner

Cr Flynn requested that maintenance issues at Roma Airport be included in future Airports monthly reports presented to Council. The Director Infrastructure Services advised he would forward this request to the Manager - Airports (Roma, Injune, Surat, Mitchell).

CLOSURE

There being no further business, the Mayor thanked Council for their attendance and declared the meeting closed at 3.39pm.

These Minutes are to be confirmed at the next General Meeting of Council to be held on 14 February 2018, at Roma Administration Centre.

.....
Mayor

.....
Date

OFFICER REPORT

Meeting: General 14 February 2018

Date: 5 February 2018

Item Number: 10.1

File Number: D18/9598

SUBJECT HEADING: Local Government Remuneration and Discipline
Tribunal Schedule - 1 July 2018

Classification: Open Access

Officer's Title: Associate to the Chief Executive Officer

Executive Summary:

On 30 November 2017, the Local Government Remuneration and Discipline Tribunal concluded its review of remuneration for Mayors, Deputy Mayors and Councillors of Local Governments as required by Chapter 8, Part 1, Division 1 of the *Local Government Regulation 2012*.

This report formally tables a copy of the Tribunal's review.

Officer's Recommendation:

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

Body of Report:

On 30 November 2017, the Local Government Remuneration and Discipline Tribunal ('the Tribunal') concluded its review of remuneration for Mayors, Deputy Mayors and Councillors of Local Governments as required by Chapter 8, Part 1, Division 1 of the *Local Government Regulation 2012* ('LG Reg').

As a result, the Tribunal decided to increase remuneration levels for Mayors, Deputy Mayors and Councillors by 2.25% from 1 July 2018.

Remuneration Schedule

As required by section 244 of the LG Reg, the Tribunal has prepared a Remuneration Schedule to apply from 1 July 2018.

The Tribunal has set the remuneration level for a Category 3 Council as follows:

Mayor	\$127,898 per annum
Deputy Mayor	\$79,936 per annum
Councillors	\$67,945 per annum

Varying the maximum remuneration payable

Section 247(1) of the LG Reg legislates that *a local government must pay remuneration to each councillor of the local government.*

As set out in section 247(2), (3), (4) and (6), of the LG Reg, Council is able to decide, by resolution, that the maximum amount is not payable to a Councillor. The amount of remuneration decided must not be more than the maximum amount payable to a Councillor stated within the Remuneration Schedule set by the Tribunal (subject to section 248 of the LG Reg). If Council decides that the maximum amount is not payable to a Councillor from 1 July 2018, the resolution must be made prior to this date.

In addition, as per section 247(5), the amount of remuneration for each Councillor, other than a Mayor or Deputy Mayor, must be the same.

While Council is not required to formally adopt the Tribunal's review findings and remuneration schedule, Councillors may wish to discuss this matter in line with the above legislative considerations.

A copy of the applicable legislation referenced in this report is provided below in full for information.

Local Government Regulation 2012
Chapter 8, Part 1, Division 1

240 What div 1 is about

This division states the processes of the tribunal in deciding the remuneration that is payable to councillors.

241 Establishing categories of local governments

- (1) The tribunal must establish categories of local governments for this part.*
- (2) The purpose of establishing categories of local governments is to enable the tribunal to decide the maximum amounts of remuneration that are payable to mayors and other councillors in each of the categories.*

242 Criteria for establishing categories

In establishing categories of local governments, the tribunal—

- (a) must have regard to the following criteria—*
 - (i) the size, and geographical and environmental terrain, of local government areas;*
 - (ii) the population of local government areas, including the areas' demographics, the spread of population serviced by the local governments and the extent of the services the local governments provide; and*
- (b) may have regard to other matters the tribunal considers relevant to the effectiveness, efficiency and sustainability of local governments.*

243 Deciding and reviewing categories to which local governments belong

- (1) The tribunal must, for each local government, decide the category of local government to which the local government belongs.*

- (2) *When making a decision about a local government under subsection (1), the tribunal must have regard to the criteria it used for establishing categories of local governments.*
- (3) *The tribunal must, once during each local government term—*
 - (a) *review the categories of local governments established under section 241; and*
 - (b) *ensure the review is completed before 1 December of the year before the year in which the next quadrennial election is to be held.*
- (4) *For subsection (3), a local government term is the period between a quadrennial election and the next quadrennial election.*
- (5) *After reviewing the categories, the tribunal must—*
 - (a) *decide whether to amend the established categories; and*
 - (b) *if any established category of local government is amended, again decide the categories of any local governments affected by the amendment.*

244 Deciding maximum amounts of remuneration

- (1) *The tribunal must, before 1 December of each year, and for each category of local government, decide the maximum amount of remuneration payable from 1 July of the following year to a councillor, mayor or deputy mayor of a local government in each category.*
- (2) *The remuneration may include, or may separately provide for, remuneration for the duties a councillor may be required to perform if the councillor is appointed to a committee, or as chairperson or deputy chairperson of a committee, of a local government.*
- (3) *The remuneration can not include—*
 - (a) *any amount for expenses to be paid or facilities to be provided to a councillor of a local government under its expenses reimbursement policy; or*
 - (b) *any contribution a local government makes for a councillor to a voluntary superannuation scheme for councillors established or taken part in by the local government under section 226 of the Act.*
- (4) *However, the remuneration may include an additional amount for councillors who are over 75 years paid in lieu of the contributions mentioned in subsection (3)(b).*

245 (Repealed)

246 Remuneration schedule

- (1) *The tribunal must prepare a remuneration schedule after the tribunal makes a decision about maximum amounts of remuneration under section 244.*
- (2) *A remuneration schedule must state—*
 - (a) *the date from which the schedule applies; and*
 - (b) *the category of each local government decided under section 243; and*
 - (c) *the maximum amount of remuneration payable to the mayors, deputy mayors and other councillors for each category of local government decided under section 244.*

- (3) After preparing a remuneration schedule, the tribunal must—
 - (a) within 14 days, prepare a report about the remuneration schedule and give a copy of the report and the remuneration schedule to the Minister; and
 - (b) publish the remuneration schedule in the gazette.
- (4) A remuneration schedule continues in effect until a new remuneration schedule applies.

247 Remuneration payable to councillors

- (1) A local government must pay remuneration to each councillor of the local government.
- (2) The maximum amount of remuneration payable to a councillor under the remuneration schedule must be paid to the councillor, unless the local government, by resolution, decides the maximum amount is not payable to the councillor.
- (3) In a resolution made under subsection (2), the local government must also decide the amount of remuneration payable to the councillor.
- (4) The amount of remuneration decided under subsection (3) for each councillor must not be more than the maximum amount of remuneration payable to the councillor under the remuneration schedule.
- (5) The amount of remuneration for each councillor, other than a mayor or deputy mayor, must be the same.
- (6) The local government must make a resolution under subsection (2), for the remuneration payable from 1 July of a particular year, before 1 July of that year.
- (7) Subsections (4) and (5) are subject to section 248.

248 Submission to vary remuneration in exceptional circumstances

- (1) This section applies if a local government considers that, having regard to exceptional circumstances, a councillor of its local government is entitled to an amount of remuneration that is more than the maximum amount of remuneration payable to the councillor under the remuneration schedule.
- (2) The local government may make a submission to the tribunal for approval to pay the councillor an amount of remuneration of more than the maximum amount (a **higher amount**).
- (3) The tribunal may, but is not required to, consider the submission.
- (4) If the tribunal is satisfied that, having regard to the exceptional circumstances, the councillor is entitled to be paid any higher amount, the tribunal may approve payment of that amount.

Consultation (internal/external):

Chief Executive Officer

Risk Assessment (Legal, Financial, Political etc.):

Nil

Policy Implications:

As per Local Government Regulation 2012 – Chapter 8, Part 1, Division 1.

Financial Resource Implications:

Local Government Remuneration and Discipline Tribunal

Remuneration Schedule – Category 3:

Mayor \$127,898 per annum

Deputy Mayor \$79,936 per annum

Councillors \$67,945 per annum

Link to Corporate Plan:

Corporate Plan 2014-2019

Strategic Priority 1: Community Leadership & Accountability

1.4 Councillor Support & Facilities

1.4.3 Administrative Support

Supporting Documentation:

Nil.

Report authorised by:

Chief Executive Officer

OFFICER REPORT**Meeting:** General 14 February 2018**Date:** 3 May 2017**Item Number:** 11.1**File Number:** D17/33022**SUBJECT HEADING:** Annual Review of Delegation of Council Powers to the Position of Chief Executive Officer**Classification:** Open Access**Officer's Title:** Governance Officer**Executive Summary:**

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

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

Officer's Recommendation:

That Council:

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

• <i>Aboriginal Cultural Heritage Act 2003</i>	<i>GM/01.2016/36 – 20 January 2016</i>
• <i>Animal Care and Protection Act 2001</i>	<i>GM/06.2016/09 – 22 June 2016</i>
• <i>Animal Management (Cats and Dogs) Act 2008</i>	<i>GM/11.2017/06 – 8 November 2017</i>
• <i>Biosecurity Regulation 2016</i>	<i>GM/12.2017/84 – 13 December 2017</i>
• <i>Biosecurity Act 2014</i>	<i>GM/12.2017/83 – 13 December 2017</i>
• <i>Body Corporate and Community Management (Accommodation</i>	<i>GM/06.2016/09 – 22 June 2016</i>

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<i>Module) Regulation 2008</i>	
• <i>Body Corporate and Community Management (Commercial Module) Regulation 2008</i>	<i>GM/06.2016/09 – 22 June 2016</i>
• <i>Body Corporate and Community Management (Small Schemes Module) Regulation 2008</i>	<i>GM/06.2016/09 – 22 June 2016</i>
• <i>Body Corporate and Community Management (Standard Module) Regulation 2008</i>	<i>GM/06.2016/09 – 22 June 2016</i>
• <i>Body Corporate and Community Management Act 1997</i>	<i>GM/06.2016/09 – 22 June 2016</i>
• <i>Building Act 1975</i>	<i>GM/12.2014/12 – 10 December 2014</i>
• <i>Building Units and Group Titles Act 1980</i>	<i>GM/06.2016/09 – 22 June 2016</i>
• <i>Disaster Management Act 2003</i>	<i>GM/11.2015/06 – 25 November 2015</i>
• <i>Disaster Management Regulation 2014</i>	<i>GM/11.2016/36 – 20 January 2016</i>
• <i>Environmental Protection (Water) Policy 2009</i>	<i>GM/06.2016/06 – 22 June 2016</i>
• <i>Environmental Protection Act 1994</i>	<i>GM/01.2016/36 – 20 January 2016</i>
• <i>Environmental Protection Regulation 2008</i>	<i>GM/02.2015/69 – 25 February 2015</i>
• <i>Fire and Emergency Services Act 1994</i>	<i>GM/07.2015/39 – 22 July 2015</i>
• <i>Food Act 2006</i>	<i>GM/01.2016/36 – 20 January 2016</i>
• <i>Food Production (Safety) Act 2000</i>	<i>GM/01.2016/36 – 20 January 2016</i>
• <i>Gas Supply Act 2003</i>	<i>GM/06.2016/09 – 22 June 2016</i>
• <i>Gas Supply Regulation 2007</i>	<i>GM/06.2016/09 – 22 June 2016</i>

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• <i>Health (Drugs and Poisons) Regulation 1996</i>	<i>GM/12.2015/04 – 9 December 2015</i>
• <i>Housing Act 2003</i>	<i>GM/12.2014/09 – 10 December 2014</i>
• <i>Housing Regulation 2015</i>	<i>GM/06.2016/09 – 22 June 2016</i>
• <i>Information Privacy Act 2009</i>	<i>GM/11.2015/53 – 25 November 2015</i>
• <i>Land Act 1994</i>	<i>GM/06.2016/06 – 22 June 2016</i>
• <i>Land Title Act 1994</i>	<i>GM/06.2016/09 – 22 June 2016</i>
• <i>Local Government Act 2009</i>	<i>GM/11.2017/20 – 8 November 2017</i>
• <i>Local Government Regulation 2012</i>	<i>GM/12.2015/16 – 9 December 2015</i>
• <i>Mineral Resources Act 1989</i>	<i>GM.334.12 – 26 October 2012</i>
• <i>Neighbourhood Disputes (Dividing Fences and Trees) Act 2011</i>	<i>GM/06.2016/09 – 22 June 2016</i>
• <i>Peaceful Assembly Act 1992</i>	<i>GM/06.2016/09 – 22 June 2016</i>
• <i>Planning Act 2016</i>	<i>GM/01.2018/04 – 24 January 2018</i>
• <i>Planning Act 2016 – Development Assessment Rules</i>	<i>GM/12.2017/82 – 13 December 2017</i>
• <i>Planning Regulation 2017</i>	<i>GM/12.2017/81 – 13 December 2017</i>
• <i>Plumbing and Drainage Act 2002</i>	<i>GM/02.2015/16 – 9 December 2015</i>
• <i>Prostitution Act 1999</i>	<i>GM/06.2016/09 – 22 June 2016</i>
• <i>Public Health (ICPAS) Act 2003</i>	<i>GM/01.2016/36 – 20 January 2016</i>
• <i>Public Health Act 2005</i>	<i>GM/12.2014/13 – 10 December 2014</i>
• <i>Public Health Regulation 2005</i>	<i>GM/01.2016/36 – 20 January 2016</i>
• <i>Public Records Act 2002</i>	<i>GM/11.2015/51 – 25 November 2015</i>
• <i>Queensland Heritage Act 1992</i>	<i>GM/06.2016/09 – 22 June 2016</i>

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• <i>Residential Services (Accreditation) Act 2002</i>	<i>GM/06.2016/09 – 22 June 2016</i>
• <i>Residential Tenancies and Rooming Accommodation Act 2008</i>	<i>GM/01.2015/06 – 21 January 2015</i>
• <i>Residential Tenancies and Rooming Accommodation Regulation 2009</i>	<i>GM/06.2016/09 – 22 June 2016</i>
• <i>Right to Information Act 2009</i>	<i>GM/11.2015/52 – 25 November 2015</i>
• <i>Standard Plumbing and Drainage Regulation 2003</i>	<i>GM/12.2015/16 – 9 December 2015</i>
• <i>State Penalties Enforcement Act 1999</i>	<i>GM/12.2015/16 – 9 December 2015</i>
• <i>Stock Act 1915</i>	<i>GM/01.2016/36 – 20 January 2016</i>
• <i>Stock Route Management Act 2002</i>	<i>GM/12.2017/85 – 13 December 2017</i>
• <i>Tobacco and Other Smoking Products Act 1998</i>	<i>GM/06.2016/09 – 22 June 2016</i>
• <i>Transport Operations (Road Use Management – Road Rules) Regulation 2009</i>	<i>GM/03.2015/04 – 11 March 2015</i>
• <i>Water Act 2000</i>	<i>GM/12.2015/16 – 9 December 2015</i>
• <i>Water Supply (Safety and Reliability) Act 2008</i>	<i>GM/01.2018/05 – 24 January 2018</i>
• <i>Work Health and Safety Act 2011</i>	<i>GM/01.2016/36 – 20 January 2016</i>
• <i>Local Law No. 1 (Administration) 2011</i>	<i>GM/08.2014/46 – 27 August 2014</i>
• <i>Subordinate Local Law No. 1.1 (Alteration or Improvement to Local Government Controlled Areas and Roads) 2011</i>	<i>GM/06.2016/06 – 22 June 2016</i>
• <i>Subordinate Local Law No. 1.12</i>	<i>GM/01.2016/36 – 20 January 2016</i>

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<i>(Operation of Temporary Entertainment Events) 2011</i>	
<ul style="list-style-type: none"> • <i>Subordinate Local Law No. 1.13 (Undertaking Regulated Activities regarding Human Remains) 2011</i> 	<i>GM/01.2016/36 – 20 January 2016</i>
<ul style="list-style-type: none"> • <i>Subordinate Local Law No. 1.14 (Undertaking Regulated Activities on Local Government Controlled Areas and Roads) 2011</i> 	<i>GM/01.2016/36 – 20 January 2016</i>
<ul style="list-style-type: none"> • <i>Subordinate Local Law No. 1.16 (Gates and Grids) 2011</i> 	<i>GM/01.2016/36 – 20 January 2016</i>
<ul style="list-style-type: none"> • <i>Subordinate Local Law No. 1.17 (Sale or Consignment of Stock at a Saleyard) 2011</i> 	<i>GM/10.2014/05 – 8 October 2014</i>
<ul style="list-style-type: none"> • <i>Subordinate Local Law No. 1.18 (Use of a Vehicle on an Airside Area) 2011</i> 	<i>GM/09.2014/55 – 24 September 2014</i>
<ul style="list-style-type: none"> • <i>Subordinate Local Law No. 1.2 (Commercial Use of Local Government Controlled Areas and Roads) 2011</i> 	<i>GM/06.2016/06 – 22 June 2016</i>
<ul style="list-style-type: none"> • <i>Subordinate Local Law No. 1.3 (Establishment or Occupation of a Temporary Home) 2011</i> 	<i>GM/01.2016/36 – 20 January 2016</i>
<ul style="list-style-type: none"> • <i>Subordinate Local Law No. 1.4 (Installation of Advertising Devices) 2011</i> 	<i>GM/01.2016/36 – 20 January 2016</i>
<ul style="list-style-type: none"> • <i>Subordinate Local Law No. 1.5 (Keeping of Animals) 2011</i> 	<i>GM/12.2014/06 – 10 December 2014</i>
<ul style="list-style-type: none"> • <i>Subordinate Local Law No. 1.6 (Operation of Camping Grounds) 2011</i> 	<i>GM/01.2016/36 – 20 January 2016</i>
<ul style="list-style-type: none"> • <i>Subordinate Local Law No. 1.8 (Operation of Caravan Parks) 2011</i> 	<i>GM/01.2016/36 – 20 January 2016</i>

<ul style="list-style-type: none"> Local Law No. 2 (Animal Management) 2011 	GM/12.2014/07 – 10 December 2014
<ul style="list-style-type: none"> Local Law No. 3 (Community and Environmental Management) 011 	GM/12.2014/07 – 10 December 2014
<ul style="list-style-type: none"> Local Law No. 4 (Local Government Controlled Areas, Facilities and Roads) 2011 	GM/01.2016/36 – 20 January 2016
<ul style="list-style-type: none"> Local Law No. 6 (Operation of Saleyards) 2011 	GM/10.2014/04 – 8 October 2014
<ul style="list-style-type: none"> Local Law No. 7 (Aerodromes) 2011 	GM/09.2014/54 – 24 September 2014

Body of Report:

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

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

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

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

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

- (e) A Local Government must not delegate a power that an Act states must be exercised by resolution.

All Instruments of Delegation, as listed above, will be circulated under separate cover (hard copy).

Consultation (internal/external):

Sharon Frank – Director Corporate, Community & Commercial Services
MacDonnell's Law

Risk Assessment (Legal, Financial, Political etc.):

This report has been provided in compliance with section 257 (4) of the *Local Government Act 2009*, which requires a delegation to the Chief Executive Officer under subsection 257 (1) must be reviewed annually by the local government.

Policy Implications:

The delegation of Local Government powers is important and necessary for the effective operation of Council.

Financial Resource Implications:

Delegation update service is funded in the 2017/18 budget.

Link to Corporate Plan:

Corporate Plan 2014-2019
Strategic Priority 10: Organisational Management
10.4 Building Capability and Performance
10.4.1 Defining expectations and boundaries

Supporting Documentation:

Nil.

Report authorised by:

Director - Corporate, Community & Commercial Services

OFFICER REPORT

Meeting: General 14 February 2018

Date: 11 January 2018

Item Number: 13.1

File Number: D18/3126

SUBJECT HEADING: Closure of Library Services for Staff to attend training 2018

Classification: Open Access

Officer's Title: Regional Libraries, Arts & Culture Development Coordinator

Executive Summary:

Request for closure of library services to conduct staff training workshops on dates listed below for 2018.

Officer's Recommendation:

That Council endorse the closure of Library Services to allow all staff to attend staff training.

Dates of Workshops for 2018:

- Friday, 23 March 2018
- Wednesday, 5 December 2018

Body of Report:

The all library staff workshops will ensure that Library services are meeting the Strategic Plans priority Goal 4 of Staff Development, where all staff are required to actively participate in the development of service delivery.

The workshops will include topics that will improve library services through:

- Strategic planning
- Library procedure
- Service level agreement
- Improving Customer Service procedures
- Public Programming – New Trends, Future Ideas

Workshop dates for 2018 will include:

Dates for Workshop	Libraries Closed
Friday, 23 March 2018	Roma, Surat, Mitchell, Injune and Wallumbilla
Wednesday, 5 December 2018	Roma, Surat, Mitchell, Injune, Wallumbilla and Jackson

Consultation (internal/external):

Ed Sims – Manager Economic & Community Development
Library Staff

Risk Assessment (Legal, Financial, Political etc.):

Nil

Policy Implications:

Nil

Financial Resource Implications:

Nil

Link to Corporate Plan:

Corporate Plan 2014-2019
Strategic Priority 10: Organisational Management
10.1 Organisational Culture
10.1.6 Team building and coaching

Supporting Documentation:

Nil

Report authorised by:

Manager - Economic & Community Development
Director - Development, Facilities & Environmental Services

OFFICER REPORT

Meeting: General 14 February 2018

Date: 1 February 2018

Item Number: 13.2

File Number: D18/8684

SUBJECT HEADING: Donation of Moonlighting in Moffat Banners from artist Karen Knight-Mudie

Classification: Open Access

Officer's Title: Regional Libraries, Arts & Culture Development Coordinator

Executive Summary:

A letter has been received from artist Karen Knight-Mudie in regards to donating 11 banners to Maranoa Regional Council. The banners hold significance to the Maranoa region as they depict the story of the Kenniff Brothers, who were well known cattle and horse thieves in the region during the 1890s and turn of the century. A donation form is to be completed by Council and the artist for recording purposes.

Officer's Recommendation:

That council accept the donation from Karen Knight-Mudie of the 11 banners from the Moonlighting in Moffatt exhibition.

That council authorise the CEO to sign the object donation form for these artworks

Body of Report:

A letter has been received from artist Karen Knight-Mudie in regards to donating 11 banners to Maranoa Regional Council. The banners hold significance to the Maranoa region as they depict the story of the Kenniff Brothers, who were well known cattle and horse thieves in the region during the 1890s and turn of the century. The banners are currently on display in Mitchell and will be on display in Roma from 30 March 2018

The banners could be utilized for further tourism signage in Mitchell and Injune, ie. signs along the Mitchell River Walk. The banners can also be used by local gallery groups to display when other artists are not available.

The banners do roll up and can be stored in six large PVC pipes, which can then be stored in the Mitchell archives.

Given the significance of the artworks being donated, it is recommended that Council and the artist complete an object donation form, as attached. This outlines Council's obligation to care for the work and also outlines key copyright concerns.

Further to the donation form the banners will require the following procedure to be carried out before placing in storage:

- All banners to be photographed
- All banners will have a condition report completed
- Each banner will receive a HP Records Manager number

Further consideration will need to be taken in regards to the future care and de-accessioning of the work if Council's structure changes.

Consultation (internal/external):

Karen Knight-Mudie - Artist

Fiona Vincent – Regional Sport & Rec Development Coordinator

Jane Fenton – Local Development Officer, Mitchell

Dale Waldron – Manager Communication, Information & Administration

Risk Assessment (Legal, Financial, Political etc.):

Nil

Policy Implications:

Nil

Financial Resource Implications:

Nil

Link to Corporate Plan:

Corporate Plan 2014-2019

Strategic Priority 7: Vibrant Communities, Beautiful Towns

7.2 Cultural Heritage & History

7.2.4 Projects

Supporting Documentation:

1	22.11.17_Letter from Karen Knight-Mudie - Donation of Banners from Moonlighting in Moffatt Exhibition	D18/8666
2	Moonlighting in Moffatt_Details of Banners for Donation	D18/9140
3	FORM: Object Donation Form	D18/9529

Report authorised by:

Manager - Economic & Community Development

Director - Development, Facilities & Environmental Services

The Mayor,
The Honourable Tyson Golder,
Maranoa Councillors,
Maranoa Shire Council,
PO Box 42,
Mitchell. Qld. 4465

Dear Sir,

As you are aware, my exhibition *Moonlighting in Moffatt*, with a new chapter of images, *Reflections of Paddy and Jim*, will be shown in the Maranoa Shire early in 2018.

The original works will be displayed at 'Mitchell On Maranoa Gallery', from January 20 to March 24, while the new chapter, *Reflections of Paddy and Jim*, will be displayed at 'Injune Creek Gallery' from January 19 to March 24. The two parts then join for a "roundup" in Roma, at 'Roma On Bungil Gallery' from March 30 to May 11.

The core of the exhibition, *Moonlighting in Moffatt*, consists of 11 large banners that depict the main characters and some of the properties in the district now termed "Kenniff Country", situated in the Maranoa Shire.

The banners are unique owing to size, portrayal of historic data, and date of creation.

I mention date of creation because, to my knowledge, the works foreshadowed the current interest in the Kenniff story. At the time of creating the images, I had difficulty finding information about a story so important in Queensland history, but about which many people in Queensland remained ignorant.

However, at the time, a colleague at the University of Southern Queensland, Dell Campbell, introduced me to her brother, Robert Good, author of *Ketching the Kenniffs*. Bob gave me a copy of his book and loaned me all photographs he had in his possession. To him I remain indebted for his willingness to share precious records from his research.

Thus, began my personal research and many trips to the Upper Warrego. Having been raised on a property in western New South Wales, having a brother then living at St. George, and a niece then living and working in Roma, the 'outback' was always home to me.

But, another person became my vital link to Mt Moffatt. My niece introduced me to Brenda Vincent who, during the years of my research, provided me with a *home away from home*, told me stories of her young days at Mt Moffatt, introduced me to her family, and to property owners who, in every way, welcomed me to Kenniff country. I am fortunate to now claim Brenda as a very dear friend.

I would like to pay tribute to Brenda Vincent, the last private owner of Mt Moffatt Station, now a National Park. It was she who opened a door through which I walked into the heritage of early days in the Upper Warrego.

Now, as a token of my thanks to Brenda, her family, and the property owners who offered hospitality and information during my original research, I would love the banners to go home.

Our history is important.

My large banners show a visual record of an important event in Queensland history. Thus, I would like to donate these banners to the Maranoa Shire.

- I believe the banners could contribute another heritage milestone to the already vibrant tourism industries promoting the culture and traditions of Maranoa Shire.
- One, or some of the banners might serve as backdrops for special occasions.
- I recognize that there are many people who have played, and continue to play, significant roles in creating a "Kenniff Country" legend.
- Recently, folks related to the Lawtons and Tysons contacted me, wishing to contribute snippets and further threads into the web of Kenniff Country history.
- Mike Munro's recent television series "Lawless" will spark many memories, and create new interest in the Kenniff story.
- Roma, Mitchell and Injune are strategically placed to benefit from such interest as continuing hubs within the Maranoa Shire, from which cultural tributaries might be enriched by inclusion of the Moonlighting banners.

I seek nothing but the joy of saying thank you to Brenda Vincent, her family, and the many property owners for assisting me in creating an early chapter in the on-going story of Kenniff Country.

I realize that such a donation to Maranoa Shire archives, requires some evidence of substance and recognition of worth. Thus, I attach a compilation of media records, *Karen's Exhibition Scrap Book*, for your perusal. I apologize for the archaic nature of my records that, owing to technology at the time, is all I have.

I assure you that the banners are easy to store.

I purchased six PVC pipes 150mm X 250cm with lids at both ends.

The banners can be rolled to slide inside, and then pipes either stood vertically, or laid horizontally.

Strapped together, the bunch of pipes easily fit into a station wagon when front and back passenger seats are folded flat.

I look forward to hearing from you in the near future.

Yours faithfully,



22.11.2017

Dr. Karen Knight-Mudie
PhD., MEd., MA(Q), BA., Dip T.
Mobile: 0427 362244

<http://knight-mudie.com>

MOONLIGHTING IN MOFFATT: by Karen Knight-Mudie

BANNERS: The characters and places.



1. Races at Mitchell c. 1898

Conté drawing on brown counter paper 240x114 cm

At the time of the races, Jimmy was having a great time. He was out of jail after a stint of two years. But, Paddy with a longer pinching-pedigree from NSW, still had a year to serve.

Jimmy had plans for fame and fortune!



Justice Cooper aged 36, was appointed to Supreme Court, Qld., 5 January 1883, as the first Australian-born, and the youngest judge ever appointed to the court.

2. Justice Cooper & Sir Samuel Griffith

Conté drawing on brown counter paper 240x114 cm

Sir Samuel was the pre-eminent barrister of his era; a politician and, as Premier, Colony of Queensland on two occasions; as a recognised leader of Federation; and as one of the nation's most respected jurists, Chief Justice of Queensland for 10 years (1893 to 1903), and Chief Justice of Australia for 16 years (1903 to 1919).



3. Patrick & James Kenniff

Conté drawing on brown counter paper 240x114 cm

On Monday, 23 June, 1902, Pat and Jimmy were arrested south of Mitchell in the vicinity of Bottle Tree Gate. The *Catch-Kenniff* saga closed with verbal applause vibrating along telegraph lines throughout the south-western region to Brisbane.



4. Constable George Doyle & Albert Dahlke

Conté drawing on brown counter paper 240x114 cm




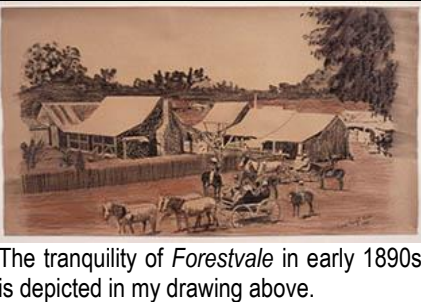

George Doyle, 33 and Albert Dahlke, 27 set out on Friday, 28 March 1902 to catch the Kenniffs. Sam Johnson, the Aboriginal police tracker was their only assistant.



5. Justice Real & Justice Chubb

Conté drawing on brown counter paper 24 x 114 cm

Justice Real, in strong dissent, argued that the police officers may have been shot while Patrick tried to free James, and without James being involved at all. Justice Chubb, thought otherwise. He agreed with his colleagues.

	<p>6. Cremation Rock Vertical banner 114x240 cm 11 April, 1902, a lone horseman spotted the murder site. Details on page 63 of the book.</p> <p>10. Hunter & Co. Store at Yuleba Vertical banner 114x240 cm The robbery of Hunter & Co store at Yuleba, was in December 1898. At the time, good fortune was smiling of the Kenniff boys. Big things beckoned on the horizon! The way in which I envisaged and created this image is described in the book.</p>
	<p>7. Carnarvon Homestead Conté drawing on brown counter paper 240x114 cm Mid 1900s, Jimmy's moods were swinging as a weathercock. When Dahlke asked him to move 'his' 100 head of horses off <i>Carnarvon</i>, Jimmy did nothing. Cool and calculating he looked on when his gang provoked Dahlke. "Let him take the horses—we'll manage <i>Carnarvon</i> while he's gone", was all he said.</p>
 <p>The banner is long—it's a <i>read-walk</i> with inscribed story of Saturday, 29 March 1902.</p>	<p>8. Marlong Plain Conté drawing on brown counter paper 440x114 cm Marlong Plain is natural grassland of palatable bluegrass that is showered in colour as the sun sets beyond the distant sandstone cliffs and ridges. A particular event is related on page 58 in the book.</p>
 <p>The tranquility of <i>Forestvale</i> in early 1890s is depicted in my drawing above.</p>	<p>9. Forestvale Homestead Conté drawing on brown counter paper 240x114 cm In 1997, I visited <i>Forestvale</i> where Bob and Barb Sokoll offered me wonderful hospitality as we reflected on times past. With waving grass outside, it was hard to imagine the drought of 1899; the visit of Kenniffs and cattle, and Jimmy menacing the young Lethbridge boy with a stirrup iron if the police were at the house.</p>
	<p>11. Mt Moffatt Station Packhorses Conté drawing on brown counter paper 240x114 cm This drawing is indeed very special. Brenda Vincent lent me her <i>Mt Moffatt</i> photo from which I did the drawing . On Saturday, 29 March 1902, the patrol of three set out to capture Pat and Jimmy Kenniff. But they had only one packhorse.</p>

Object Donation Form

Object received from

Mr/Mrs/Ms/Dr First Name: _____ Surname: _____

Address: _____ Telephone: _____

_____ Email: _____

I am/We are the owner/owners of the object/s described in the schedule below and I/We hereby donate such object/s to the Maranoa Regional Council.

The object/s donated is/are not encumbered in any way whatsoever.

I/We acknowledge that the donation as such will result in the Maranoa Regional Council becoming the owner at law of the said object/s, with all rights and powers to do with the said object/s as it sees fit. This may include disposal, which includes in the first instance, efforts to return the object/s to the donor or the donor's heirs. Maranoa Regional Council will provide reasonable care and protection of the item/s whilst in their possession.

I/We consent to the Maranoa Regional Council retaining the personal information disclosed above.

I/We give permission to the above named council to use the information I/We have provided about the history of the object/s for future purposes, including research, public research access, displays and publications.

Donation/gift

I/we certify that I am/we are the legal owner of the owner's representative and have read and understood the above terms and conditions. The items are offered to Maranoa Regional Council as a gift, and the item/s are not under dispute or being contested by a third party. I/we retain no rights, *including copyright*, associated with the item. I/we understand Maranoa Regional Council cannot accept items on indefinite or long term loan. This form represents transfer of ownership.

Name: _____ Signature: _____ Date: _____

Received by Maranoa Regional Council

Name: _____ Position: _____

Signature: _____ Date: _____

Schedule of item/s donated

	Title	Media	Size	Record Number
1	Races at Mitchell c.1898	Conte Drawing on brown counter paper	240x114cm	

2	Justice Cooper & Sir Samuel Griffith	Conte Drawing on brown counter paper	240x114cm	
3	Patrick & James Kenniff	Conte Drawing on brown counter paper	240x114cm	
4	Constable George Doyle & Albert Dahlke	Conte Drawing on brown counter paper	240x114cm	
5	Justice Real & Justice Chubb	Conte Drawing on brown counter paper	240x114cm	
6	Cremation Rock	Conte Drawing on brown counter paper	114x240cm	
7	Carnarvon Homestead	Conte Drawing on brown counter paper	240x114cm	
8	Marlong Plain	Conte Drawing on brown counter paper	440x114cm	
9	Forestvale Homestead	Conte Drawing on brown counter paper	240x114cm	
10	Hunter & Co. Store at Yuleba	Conte Drawing on brown counter paper	114x240cm	
11	Mt Moffatt Station Packhorses	Conte Drawing on brown counter paper	240x114cm	

OFFICER REPORT

Meeting: General 14 February 2018

Date: 2 February 2018

Item Number: 13.3

File Number: D18/8853

SUBJECT HEADING: Application for Skilling our Future Grant from State Library of Queensland

Classification: Open Access

Officer's Title: Regional Libraries, Arts & Culture Development Coordinator

Executive Summary:

Robotics are part of the growing global trend in the STEAM field and many people in communities, including children, young people, families and seniors, are keen to keep up to date with developing technology.

State Library of Queensland (SLQ) and Regional Development Australia Darling Downs & South West (RDA-DDSW) are providing a funding pool of \$20,000 (\$3,500 each applicant) to be made available to local government library services attending Skilling Our Future professional development training.

The application from Maranoa Regional Council libraries will be to request 2 sets of Blue Bot robots, with the total grant amount of \$3,379.90.

Officer's Recommendation:

- Council to approve the application to the Skilling our Future Grant from the State Library of Queensland.
- Council to authorise the Chief Executive Officer to sign the grant application.

Body of Report:

Public libraries play a key role in the digital literacy learning ecology, and provide an informal, non-academic and non-judgmental environment for everyone in a community to learn, play and create.

Robotics are part of the growing global trend in the STEAM field and many people in communities, including children, young people, families and seniors, are keen to keep up to date with developing technology.

Reflecting the themes outlined in *The Next Horizon: Vision 2017 for Public Libraries*, State Library of Queensland (SLQ) and Regional Development Australia Darling Downs & South West (RDA-DDSW) are providing a funding pool of \$20,000 to be made available to public libraries in the Darling Downs and South West region to

deliver Science, Technology, Engineering, Arts, and Math (STEAM) programs. The focus on STEAM also aligns with the Advance Queensland policy platform of the Queensland Government.

The aim of the Skilling Our Future - Darling Downs and South West STEAM grants is to:

1. Increase the **skills** of library staff and the community to experiment with and learn to use new technology.
2. Build **capability** in development and delivery of STEAM programs through community partnerships
3. Provide **access** to new technology in public libraries
4. Provide **targeted support** to specific regional libraries
5. Provide improved **community awareness** on the trends in **robotics** (particularly in agriculture).

State Library will coordinate and provide professional development workshops in three regional locations within the DDSW region including technical training with robotic technologies, practice in program development and implementation, strategies for writing grant applications, and new methods for evaluating programs. Two library staff will be attending this training in St George on Wednesday 7 February 2018.

Local Government library services (Applicant) attending Skilling Our Future professional development training, or engaging a community partner to attend as proxy, can apply for a maximum grant amount of \$3,500 (GST exclusive). Final funding amounts are at the discretion of SLQ.

The application from Maranoa Regional Council libraries will be to request 2 sets of Blue Bot robots, this innovative Bluetooth robot can be controlled using a tablet or PC/Mac whereby you create your program on screen, send it remotely and see Blue-Bot perform your program right before your very eyes. With a clear shell, children can see inside Blue-Bot and understand which components perform which duties. The total grant amount is \$3,379.90, which includes the cost of the QTY 2 Blue Bot Bundles (inclusions outlined below) and allowance for training of staff.

Blue Bot Bundle:

- 1 x Blue-Bot Swarms (6 blue-bots, 1 charging dock)
- 1 x Blue-Bot Tactile Reader
- 1 x Blue-Bot Tactile Reader Expansions
- 1 x Blue-Bot Australia Mat
- 1 x Blue-Bot Australian Currency Mat
- 1 x Blue-Bot Solar System Mat
- 1 x Blue-Bot Carry Case

Consultation (internal/external):

Tyler Wellensiek – Program Officer, SLQ

Jo Bryant – Teacher Digital Technologies - Roma State College

Sue Sands – Regional Grants & Council Events Development Coordinator

Risk Assessment (Legal, Financial, Political etc.):

Nil

Policy Implications:

Nil

Financial Resource Implications:

Nil

Link to Corporate Plan:

Corporate Plan 2014-2019

Strategic Priority 7: Vibrant Communities, Beautiful Towns

7.6 Recreation, Events, Sport & Arts

7.6.12 Program development

Supporting Documentation:

1 [↓](#) Skilling our Future_Grant Application_MRC 2018

D18/11349

2 [↓](#) Grant Guidelines - Skilling our Future 2018

D18/9092

Report authorised by:

Manager - Economic & Community Development

Director - Development, Facilities & Environmental Services



Skilling Our Future – Darling Downs and South West Region

STEAM Programming Grants 2017-18

Grant Application Form



An application form for the Skilling Our Future - Darling Downs and South West
STEAM Programming Grants 2017-18

SECTION 1 – Applicant organisation

Council Name:	
Main library contact person for matters relating to this application: <i>(name/phone/email)</i>	Coordinator Libraries, Arts & Culture – Michelle Blair Ph: 07 4624 0302 Michelle.blair@maranoa.qld.gov.au
Main Council contact for matters relating to this application: <i>(name/phone/email)</i>	Coordinator Libraries, Arts & Culture – Michelle Blair Ph: 07 4624 0302 Michelle.blair@maranoa.qld.gov.au

SECTION 2 – Project overview and rationale

Project title:	Blue Bots Education Kit
Total Grant Funding Requested: <i>What amount of money are you requesting in this application? (Max \$3,500)</i>	\$ 3,379.90
Project Concept: <i>Provide a brief description of the project. (minimum 150 words)</i>	With the purchase of the Blue Bots Education Kit, an hour workshop will be run for staff to familiarize themselves with the product. A separate session will be held for local school teachers to discuss the robots and the availability of these robots from council libraries. The kits will be available for use to local schools in the Maranoa region. While the kit is not being used by schools it will be made available to all 8 library services across the region to run programs making the kit available to the wider community
Project Rationale: <i>What are the expected outcomes of the project? (bullet points)</i>	<ul style="list-style-type: none"> • Increasing the access local communities have to robotics. • Developing knowledge of coding and robotics for our small regional communities. The Maranoa Regional Council area covers @ 58,000km² (almost the size of Tasmania) and many of our school children are quite isolated from experiences available to those in larger centres. • Having access to the kits and training through Council's libraries will enable our small remote schools to include programming and robotics as part of their activities, which they would otherwise miss out on.

Project Participants and Partners: <i>What demographic is the project targeting?</i> <i>What other organisations or partners will be involved in the project?</i>	<u>Targeted Program participants:</u> <ul style="list-style-type: none">• School aged children. <u>Proposed Project Partners:</u> <ul style="list-style-type: none">• Partners will include local schools (eg 2 high schools, 4 P-10, and 6 primary schools plus Distance Education camps).• The kits will be made available (at different times) across all 8 libraries in the region (Roma, Mitchell, Injune, Surat, Jackson, Wallumbilla, Mungalalla and Yuleba).
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SECTION 3 – Selection criteria

<p>Skills development</p> <p><i>How will the project support skills development for library staff and community members? What measures will be taken to ensure skill retention?</i></p>	<p><i>Provide justification for your project according to the selection criteria- Skills Development (Max 300 words- 40%)</i></p> <p>Library staff skills development plan: Library staff will be introduced to these robots during all staff training held on site in Roma. All staff will have the opportunity to learn and develop programming for these robots.</p> <p>Community skills development training offer and proposed target groups: Providing a workshop for teachers and other education providers to become familiar with the product will ensure that we are able to not only develop new skills, but we are able to transfer these skills to others within our community by use of the education pack in our libraries and education institutions.</p>
<p>Community awareness</p> <p><i>Does the project raise awareness of the changing role of public libraries and current trends in technology?</i></p> <p><i>Does the project stimulate idea building and further promote access of library information resources?</i></p>	<p><i>Provide justification for your project according to the selection criteria- Community Awareness (Max 300 words- 30%)</i></p> <p>This project aims to promote the library as a means to learn about coding and robotics and to further develop library staff and community skills in digital literacy. The Blue Bots will enable interested community members to develop their skills in coding and robotics. Local schools will have access to robotics from the program, giving local teachers the opportunity to link robotics to the curriculum. The project will include providing the Education kit to all 8 library branches across our region providing an opportunity for all community members to experience coding and robotics platforms and matrixes. With the increasing use of drones for use in the pastoral and agricultural industries, and the development of experimental robotics (eg weed control in crops) the introduction of these kits into our rural and remote areas will have relevant applications.</p>
<p>Sustainable public programs</p> <p><i>How does the project plan for ongoing delivery of digital inclusion programs by the library and community partners? What considerations have been made for continued program delivery beyond the term of this grant?</i></p>	<p><i>Provide justification for your project according to the selection criteria- Innovative public programs (Max 300 words- 30%)</i></p> <p>Public libraries are evolving in response to the significant changes in community expectations and to the impact of emerging technologies on the role of library staff. This project brings a new experience to our services that have the potential to engage with our community in a different way. The project will also enable us to attract a different audience and demographic to our libraries eg non-readers and young boys who may not engage with traditional literacy or numeracy activities.</p> <p>Council also runs school holiday programs across the region in June/July and December/January. These programs are already established and well attended, and the kits will allow us to incorporate these activities into our existing programs.</p>

SECTION 4 – Project schedule

Please provide a draft schedule for proposed coding and robotics activities in your libraries, including estimated time for purchase and delivery of equipment, staff training, marketing and promotion of events, program delivery. Note that the timeframe between receiving grant funding and project implementation may be short.

March 2018	April 2018	May 2018	June 2018
Purchase	Teacher Workshop		School Holiday program
Staff Workshop			
Available to schools for use during terms			
When not in use at schools, available for use for Library programs			

NB. Please add more rows or columns if required

SECTION 5 – Budget

Please complete each section in the table below to calculate the total cost of your project. Some suggested values are provided below the table to assist you in calculating costs.

EQUIPMENT	
Purchase of robotics	\$2,899.90
Postage	\$
Consumables	\$
Other IT equipment (e.g. tablets, laptops etc.)	\$
STAFF	
Staff training (12 staff x 1 hour)	\$480
PROGRAM DELIVERY	
Event costs	\$
MARKETING AND PROMOTION	
Other costs not listed above (please specify)	\$
Total Grant Funding Requested	\$3,379.90

Some suggested values to assist you to calculate project costs:

Postage - \$10

Staff training - \$40 / hour

Consumables - \$40 / event

SECTION 6 – Declaration

(To be signed by Chief Executive Officer, or person who is authorised to sign legally binding documents)

I, Julie Reitano
(name)

declare that:

- I have read and understood the Grant Guidelines
- the information supplied in this Grant Application Form is complete and correct, and council is fully aware of this application
- Council understands that funding is for the duration of the project and there is no commitment by State Library to future funding for continuation of the project or associated programming
- if successful, council permits summary details of the project to be recorded on any of State Library's websites and shared with relevant government agencies as required
- if successful, council will take full financial and legal responsibility in respect to the management of the grant funds, and operation of the project.

Chief Executive Officer

Date: / /



Skilling Our Future – Darling Downs and South West Region

STEAM Programming Grants 2017-18

Grant Guidelines



Overview of STEAM grants program

Reflecting the themes outlined in [The Next Horizon: Vision 2017 for Public Libraries](#), State Library of Queensland (SLQ) and Regional Development Australia Darling Downs & South West (RDA-DDSW) are providing a funding pool of \$20,000 to be made available to public libraries in the Darling Downs and South West region to deliver Science, Technology, Engineering, Arts, and Math (STEAM) programs. The focus on STEAM also aligns with the [Advance Queensland](#) policy platform of the Queensland Government.

The aim of the Skilling Our Future - Darling Downs and South West STEAM grants is to:

1. Increase the **skills** of library staff and the community to experiment with and learn to use new technology.
2. Build **capability** in development and delivery of STEAM programs through community partnerships
3. Provide **access** to new technology in public libraries
4. Provide **targeted support** to specific regional libraries
5. Provide improved **community awareness** on the trends in **robotics** (particularly in agriculture).

State Library will coordinate and provide professional development workshops in three regional locations within the DDSW region including technical training with robotic technologies, practice in program development and implementation, strategies for writing grant applications, and new methods for evaluating programs.

Rationale

Public libraries play a key role in the digital literacy learning ecology, and provide an informal, non-academic and non-judgmental environment for everyone in a community to learn, play and create.

Robotics are part of the growing global trend in the STEAM field and many people in communities, including children, young people, families and seniors, are keen to keep up to date with developing technology.

STEAM public programming should be designed to enhance public libraries' role as a free community hub for digital engagement, exploration and skill development. The skills learnt in these areas support creativity, critical and design thinking, and the development of innovation and entrepreneurialism.

Grant applications should be structured around creating new digital library services and programs that enable online and onsite participation by the community, build skills in new technology, profile the library as an innovative hub, provide a new program and attract new partners and/or participants.

Eligibility

Councils in the RDA-DDSW region that support staff or community partners to attend the professional development workshops will be eligible to submit a grant application, with the aim to provide funding to either purchase equipment, buy-in further staff training, or otherwise meet Council and community digital literacy needs. The professional development opportunity and grant funding is available to the following Queensland Councils located in the Darling Downs and South West region which operate a public library service:

Quilpie Shire Council, Bulloo Shire Council, Murweh Shire Council, Maranoa Regional Council, Paroo Shire Council, Balonne Shire Council, Western Downs Regional Council, Toowoomba Regional Council, Goondiwindi Regional Council, and Southern Downs Regional Council.

Grant amount

Local Government library services (Applicant) attending Skilling Our Future professional development training, or engaging a community partner to attend as proxy, can apply for a maximum grant amount of \$3,500 (GST exclusive). Final funding amounts are at the discretion of SLQ.

Grant funding will be distributed in accordance with the proposed public STEAM program and provision of professional development opportunities to the local community.

Requested grant funding should reflect the amount of money that will enable the Applicant to deliver public STEAM programming, taking into account the costs of staff training and delivery, marketing and promotion, and postage, and the selected number of public programs to be delivered.

Some suggested values have been provided for guidance in the formulation of *Total Grant Funding Requested* in the Grant application. These include an average cost of postage per item of \$10, a cost per hour of staff time to deliver the program of \$40, and the length of program of one hour. Any further cost for postage, programming, staff training, marketing and promotion and consumables incurred beyond that which is indicated in the Grant application in delivering public STEAM programming is the responsibility of the Applicant.

Activities/expenses not eligible for funding

This grant *cannot* be used for the following:

- Hiring of external facilitators to run public STEAM programs
- core library operating and administration costs, including current core training programs;
- library furniture (new or replacement), excepting any items directly related to use of technologies purchased as part of this program;
- retrospective deficit funding (funding of past library projects).

Selection criteria

Applicants will be required to provide responses in the online grant application form to the required selection criteria, as outlined below. Applicants must provide a maximum of 300 words per criteria, with each criterion given a specified weighting in the assessment of applications.

Applications can include current STEAM programs and training, provided that funding is spent to enhance or increase the current offer.

Skills development	Extent to which the project supports the development of new skills for library staff and community members.	40%
Community awareness	Extent to which the project raises awareness of the changing role of public libraries and current trends in technology.	30%
Sustainable public programs	Extent to which the project includes consideration for ongoing delivery of further programs by the library and/or community partners.	30%

Assessment of applications

Applications for funding will be assessed against the selection criteria by an Assessment Panel with appropriate knowledge and expertise. Assessment is based on the information provided by the Applicant, including supporting material.

In assessing applications, consideration will also be given to:

- the total amount of funding available;
- a relative comparison to other similar project proposals received;
- the need to ensure a fair distribution of funding across the Darling Downs and South West region.

State Library may elect to fund only a portion of a project, and reserves the right to negotiate with applicants in relation to project scope, budget items, level of contribution and costings. The amount awarded for each grant is at the discretion of State Library of Queensland.

Reporting requirements

Successful applicants must provide an acquittal report which will be formalised in the Grant Agreement (on a template supplied by State Library) no later than 1 month after the completion of the project.

Application process and timelines*

Stage	Date
Announcement of grants	18 December 2017
Grant applications open	22 January 2018
Grant applications close	16 February 2018
Grant assessment process	Week of 19 February 2018
Successful applicant notification	Week of 26 February 2018
Grant agreements signed by Council due	16 March 2018
Grant payments	23 March 2018
*Grant acquittal due	31 July 2018

**These dates may change without consultation or notice.*

Extensions to these dates may be negotiated under exceptional circumstances and by agreement with State Library.

Submitting an application

Eligible Local Governments may submit one application only which may cover one or more library service points within the Local Government area. Joint applications across one or more Local Government areas will be accepted if evidence of collaboration is provided with the application.

All applicants must use the grant application form available for download as a Word document from the Public Libraries Connect blog: <http://blogs.slq.qld.gov.au/plconnect/2017/12/05/skilling-our-futures-grant-2017/>

Sections 1-5 are to be completed by a relevant library staff member; Section 6 – Declaration, must be completed by the Council's Chief Executive Officer (CEO) or other authorised delegate.

Applicants are encouraged to submit attachments to support their application. Supporting documentation can be submitted by email to ic@slq.qld.gov.au.

All Applicants must complete all sections of the form. If details are missing, further information may be sought as necessary.

Notification

All applicants will be notified in writing no later than 26 February 2018 regarding the outcome of their application. Unsuccessful applicants may request feedback on their application. There is no course for applicants to appeal the results of the evaluation process or the decisions made in awarding grants. State Library will make publicly available the results of this grants round on websites and in media.

Payments

Successful applicants will enter into a grant agreement with State Library which will detail the obligations of both parties and the agreed timelines for delivery and acquittal of the project.

The grant payment will be made in one lump sum to the Applicant within 28 days of receipt of a signed Grant Agreement from successful applicants. Grant payments do not attract GST.

Funding provided under this grant program is not recurrent funding and success in this grant process does not provide any ongoing funding for the Applicant.

Funding acknowledgement

Grant recipients must acknowledge the support of RDA Darling Downs and South West and the Queensland Government's for the project in the manner described on the funding and grants – [funding acknowledgement](#) webpage.

As a minimum, publicity material relating to the approved project must include the following words:

- *This project has received financial assistance from the Queensland Government through State Library of Queensland, and Regional Development Australia Darling Downs and South West.*

If the Applicant holds a local event in conjunction with the project (e.g. local launch, announcement, celebration or other public event) Council is required to extend an invitation to (at a minimum):

- Queensland State Government Minister for Innovation, Science and the Digital Economy and Minister for Small Business;
- CEO/State Librarian, State Library of Queensland;
- CEO/Chair, RDA Darling Downs and South West.

Showcasing excellence

State Library is committed to recognising and celebrating excellence in library innovation, and fostering a learning culture that supports sharing best practice.

All grant recipients are requested to share information about their projects in one or more of the following ways:

- an article or written case study published on Public Libraries Connect website or in Public Libraries Connect newsletter linking to Council's resources;
- a presentation to library professionals at physical or online forums to showcase funded projects (attendance and travel costs are not funded by State Library);
- loan resources and equipment to other public libraries.

Further information

It is recommended that applicants contact the following State Library staff **prior** to submitting an application to discuss ideas and seek initial feedback about the eligibility of their application. Please contact:

Inclusive Communities
State Library of Queensland
Tel: 07 3842 9048
Email: ic@slq.qld.gov.au

OFFICER REPORT

Meeting: General 14 February 2018

Date: 7 February 2018

Item Number: 13.4

File Number: D18/10723

SUBJECT HEADING: Street Naming of Racecourse North Estate, Injune

Classification: Open Access

Officer's Title: Manager - Economic & Community Development

Executive Summary:

The imminent completion in 2017 of 23 lots of an approved 30 lot subdivision of land in Injune, which is known as Racecourse North Estate Injune, involves the provision of services specifically telephone and electricity. A pre-requisite formality for formalising the services for billing purposes is street naming. This report recommends names for the only street in the subdivision for Council consideration.

Officer's Recommendation:

That Council names the roadway which services the Racecourse North Estate, "Denton Court", in honour of the services to her community of local resident Mrs. Joy Denton.

Body of Report:

Council is the developer of a residential estate in Injune which is known as Racecourse North Estate. The completion of the 1st stage is 23 lots of a possible 30 for which Council has an approved development application. Stage 2 will be completed at a later date when market conditions warrant the additional lots.

All works and services have been completed with the exception of telephone and power which requires a street address in the estate to which to allocate accounts for billing purposes.

Council's policy on street naming edicts that the following principles are to be considered when choosing names for roads:

- Road types will be selected in accordance with the Australian Standard AS 4819:2011;
- Street numbering and rural addressing will be assigned in accordance with the Australian standard AS 4819:2011;

The only roadway in an out of the estate is a no through road, and according to Australian naming conventions on which AS 4819:2011 is based, is described as a cul-de-sac. The approved development application will not allow for further projection of the roadway to join another, so it will never be extended. The naming conventions allows for a cul-de-sac to have the following suffix/s "Close", "Court" or "Place" after its name.

Following the Councillor workshop of 6 February 2018 it is understood that the following potential names were considered:

- Lonesome Place
- Nuga Nuga Place
- West Court
- Stable Place
- Colliery Place.
- Denton Drive

The estate was made possible by work which was initiated by the former Bungil Shire Council in having the land released from Native Title some 14 years ago. Its completion has been promoted unceasingly by local Injune resident and former Maranoa Regional Council Councillor Joy Denton, and in keeping with Council's street naming policy Council has put forward the suggestion of naming the roadway "Denton Drive" as its preferred option.

For reasons previously stated the suffix "Drive" after the name would contravene aforementioned naming conventions and AS 4819:2011. The Australian standard advises that the correct suffix should be either "Close", "Court" or "Place". Accordingly the author advises Council to adopt the name, Denton "Place", "Close" or "Court" according to their preference.

Consultation (internal/external):

Maranoa Regional Council workshop 5 February 2018
MRC Project Manager Elise Pratt

Risk Assessment (Legal, Financial, Political etc.):

Nil.

Policy Implications:

If Council adopts the suffix "drive" after the name, Council will do so in the knowledge that Australian standards and naming conventions advise otherwise.

Financial Resource Implications:

Nil.

Link to Corporate Plan:

Corporate Plan 2014-2019
Strategic Priority 9: Affordable Land & Housing
9.1 Land and Housing Options
9.1.4 Injune land

Supporting Documentation:

Nil

Report authorised by:

Director - Development, Facilities & Environmental Services

OFFICER REPORT

Meeting: General 14 February 2018

Date: 25 January 2018

Item Number: 13.5

File Number: D18/6740

SUBJECT HEADING: Fee Waiver Request - Dolly's Dream Foundation - Bassett Park

Classification: Open Access

Officer's Title: Administration Officer - Land Administration

Executive Summary:

Council has received correspondence requesting a waiver of hire fees for use of the Bassett Park convention hall, bar and marquee for the purpose of holding a Black Tie Ball in aid of the foundation, Dolly's Dream.

Officer's Recommendation:

That Council waive the hire fees for the use of the Bassett Park convention hall, bar and marquee for a Black Tie Ball to be held in aid of the Dolly's Dream Foundation on 21 April 2018.

Body of Report:

Council has received correspondence from Tracey O'Brien requesting Council's support in donating the use of Bassett Park for a Black Tie Ball in aid of the foundation, Dolly's Dream. The proposed date for the Ball is 21 April 2018.

Ms O'Brien's correspondence relates to the passing of young Amy 'Dolly' Everett who took her life as a result of relentless schoolyard and online bullying.

Ms O'Brien advises the purpose of the ball is to raise awareness of the Dolly's Dream foundation to assist 'Dolly's' parents in educating our country around the devastating effects of bullying.

To host the ball it is proposed to use the hall and the outside area adjacent to the hall and the bar area.

Bassett Park venue was selected due to horses being a big part of Dolly Everett's life.

It is recommended that regardless of Council's decision on the fee waiver request, a bond still be charged.

The venue has been tentatively booked for the event.

Council is asked to consider the request.

Consultation (internal/external):

Manager – Facilities (Land, Buildings & Structures)
Team Leader - Bassett Park Worker
Ms Tracey O'Brien

Risk Assessment (Legal, Financial, Political etc.):

Nil

Policy Implications:

Nil

Financial Resource Implications:

Loss of potential income of \$454.00, for hire of Bassett Park facility (being night hire and use of bar refrigerator).

Link to Corporate Plan:

Corporate Plan 2014-2019
Strategic Priority 7: Vibrant Communities, Beautiful Towns
7.3 Facilities
7.3.1 Facilities

Supporting Documentation:

[1](#) Tracey O'Brien - Bassett Park fee waiver request - Black D18/7591
Tie Ball in aid of Dolly's Dream foundation

Report authorised by:

Lead Land Administration Officer
Manager - Facilities (Land, Buildings & Structures)
Director - Development, Facilities & Environmental Services

Tracey O'Brien

13 Prince St,

Roma. QLD 4455

PH: 0412350624

24th January, 2018

Dear Tyson,

I am sure you are familiar with the recent passing of young Amy 'Dolly' Everett who took her life as a result of relentless school yard and online bullying. We are family friends of the Everett's and I desperately feel the need to bring awareness to Dolly's Dream foundation to assist her parents in educating our country around the devastating effects of bullying.

I and a handful of dedicated friends are attempting to pull together a Black Tie Ball in aid of the foundation, Dolly's Dream. I am writing to ask the council's support in donating the use of Bassett's Park for this to become a reality. I am hopeful that we will need the use of the hall and the outside area adjacent to the hall and bar area to make this a reality. As I'm sure you are aware by the pictures of Dolly her horses were a big part of her life so I feel the need to incorporate Bassett's Park if this is at all possible.

The date we are looking at is the 21st of April. I am confident that we have missed all other local events that fall around this time of year. If not we are still far enough out to be able to change the date if this is a stumbling block with assistance from Council for booking.

With donations from kind business owners, corporate sponsorship, hopefully a sporting icon and possibly an up and coming country music artist we are confident that we will be able to deliver an event to remember while bringing much needed awareness to this cause.

We all have or have had children in the vicinity of Dolly's age and know too well the effects that bullying can have on them. There needs to be more done, more awareness, more funding, and more avenues for our children to seek help from when they reach the depths of despair. Awareness is the key so no other beautiful family suffers the life altering, gut wrenching, heart stopping devastation of child suicide.

I can be contacted on the above mobile number or by email at tobrien@anglicaresq.org.au . I look forward to your response and trust that you share my passion for such a genuine cause. Help me do it for Dolly and make a stand so that people know that bullying is not okay and will not be tolerated in the Maranoa or in our country.

Thank you for considering my request.

Yours Sincerely

Tracey O'Brien

PLANNING & BUILDING DEVELOPMENT REPORT

Meeting: General 14 February 2018

Date: 1 February 2018

Item Number: 13.6

File Number: D18/8667

SUBJECT HEADING:

Application for Minor Change to a Development Approval for Material Change of Use - "Industrial Activities" - "Service Station" (Truck Refuelling Station), "Storage Facility" (Truck Depot) and "Caretaker's Residence" (File ref: 2016/19509, IPA/M/200702)

Classification:

Open Access

Name of Applicant:

Outback Truckstops Pty Ltd, Leighton John Reinke and Sherri Reinke C/- TFA Project Group, Damien Mackay

Location:

Warrego Highway, Butchers Hill, Roma QLD 4455 (Lot 69 on M5339)

Officer's Title:

Planning Officer

Executive Summary: Council has received an application for a Minor Change to Development Approval (ref: 2016/19509, IPA/M/200702) to accommodate the construction of a new canopy structure over the approved refuelling facility located at Warrego Highway, Butchers Hill, Roma QLD 4455 (properly described as Lot 69 on M5339).

Officer's Recommendation: That Council approve the request for a Minor Change to Development Approval Ref: 2016/19509 - IPA/M/200702 to allow the construction a new canopy structure over the approved refuelling facility located at Warrego Highway, Butchers Hill, Roma QLD 4455 (Lot 69 on M5339).

Body of Report:

Application details:

An application for a Minor Change to an existing development approval issued for a Material Change of Use - "Industrial Activities" - "Service Station" (Truck Refueling Station), "Storage Facility" (Truck Depot) and "Caretaker's Residence", located at Warrego Highway, Butchers Hill, Roma QLD 4455 (properly described as Lot 69 on M5339), was received by Council on 20 December 2017.

The original development application was approved by the Bungil Shire Council, subject to conditions, on 28 May 2007. The development approval was later amended by way of a Negotiated Decision Notice dated 26 July 2007 (attached).

The purpose of the change application is to permit the construction of a new canopy structure over the existing refueling facility onsite. The canopy will provide shelter for vehicles refuelling on site.

If the Minor Change application is to be approved conditions of the original development approval will need to be amended to include amended elevation plans showing the proposed canopy structure.

Requirements for a Minor change:

Section 81 of the *Planning Act 2016* (the Act) outlines what an Assessment Manager must consider when deciding an application for a minor change. This includes the information submitted as part of the application, any submission received about the original development application and any other matter the Assessment Manager may consider relevant. Having regard to the applicable sections of Section 81 of the Act, the relevant matters have been taken into account when assessing this application.

For a Change Application to be considered a minor change, the change to the development approval must meet the definition of a minor change as set out in Schedule 2 of the Planning Act 2016, being that the proposed change;

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

In determining whether the proposed change would result in a substantially different development, Council must have regard to Schedule 1 of the Development Assessment Rules. An assessment of the Change Application against Schedule 1 of the Development Assessment Rules is provided in Table 1 below.

Schedule 1 of the Development Assessment Rules	Assessment of proposed change
Involves a new use	The proposed change does not involve a new use.
Results in the application applying to a	The proposed change does not apply to

new parcel of land	a new parcel of land.
Dramatically changes the built form in terms of scale, bulk or appearance	<p>The proposed change is for the construction of an awning canopy over the existing refueling facility to provide shelter to vehicles refuelling on site.</p> <p>The proposed awning canopy will not expand the development footprint on the site or dramatically change the built form in terms of scale, bulk or appearance.</p>
Changes the ability of the proposed development to operate as intended	The proposed awning canopy will not change the ability for the proposal to operate as intended, being an unmanned diesel refueling facility. The awning is proposed to provide shelter for vehicles accessing the refuelling facility.
Removes a component that is integral to the operation of the development	The proposed canopy will not remove an integral component of the existing operations at the site.
Significantly impacts on traffic flow and the transport network, such as increasing traffic to the site	The proposed change will not result in a change to the development type, nor an increase in the scale or intensity of the approved use, and therefore the anticipated traffic volumes, types and movements will not be affected.
Introduces new impacts or increases the severity of known impacts	The proposed change will not introduce new impacts or increase the severity of known impacts.
Removes an incentive or offset component that would have balanced a negative impact of the development	The approved development did not include an incentive or offset component.
Impacts on infrastructure provision	The proposed change does not involve an increase in the scale or intensity of the approved use, and will not place additional demand on infrastructure or services.

The Change Application is further considered having regard to the definition of a Minor change in Table 2 below.

Schedule 2 of the <i>Planning Act 2016</i>	Assessment of proposed change
The inclusion of prohibited development in the application	The proposed change does not involve prohibited development.

Referral to a referral agency, other than to the chief executive (SARA), if there were no Referral agencies for the development application	The proposed change would not cause the development to require referral to any additional referral agencies.
Involve a referral agency, other than the chief executive (SARA), if there were no referral agencies for the development application	The proposed change would not cause the development to involve a referral agency other than the chief executive.
Involve extra referral agencies, other than to the chief executive (SARA)	The proposed change would not cause the development to involve extra referral agencies.
A referral agency to assess the application against, or have regard to, matters prescribed by regulation under section 55(2), other than matters the referral agency must have assessed the application against, or have had regard to, when the application was made	The proposed change would not cause a referral agency to assess the application against, or have regard to matters other than those considered when the original application was made.
Public notification if public notification was not required for the development application	Public notification was undertaken during the assessment of the original development application. The proposed change would not alter the requirements to publicly notify the application.

Assessment Summary:

A summary of the development application and assessment is provided below;

- On 17 May 2007, Bungil Shire Council granted approval for a Material Change of Use - "Industrial Activities" - "Service Station" (Truck Refuelling Station), "Storage Facility" (Truck Depot) and "Caretaker's Residence", located at Warrego Highway, Butchers Hill, Roma QLD;
- A negotiated decision notice was issued on 26 July 2007 in response to representations that were made by the applicant at the time, including various amendments to the original conditions;
- On 20 December 2017 the applicant made a request for a Minor Change Application to allow for the construction of an awning canopy over the approved refueling facility;
- An assessment of the Change Application against the relevant provisions of the *Planning Act 2016* and the *Development Assessment Rules 2017* concluded that the application complies with the criteria for a Minor change application; and

- An assessment of the application against the matters above determined that the Change Application could be supported and the applicable conditions amended accordingly.

Consultation (internal/external):

- Lead Town Planner (Internal)
- Manager Planning and Building Development (Internal)
- Infrastructure Services (Internal)

Risk Assessment (Legal, Financial, Political etc.):

The applicant has appeal rights under the *Planning Act 2016* against any decision of Council regarding the Change Application.

Policy Implications:

Approval of the Change Application will not result in the development being substantially different to the development proposal that was originally approved under the *Bungil Shire Planning Scheme 2006*.

Financial Resource Implications:

All conditions imposed are to be fulfilled at the cost of the developer.

Link to Corporate Plan:

Corporate Plan 2014-2019

Strategic Priority 7: Vibrant Communities, Beautiful Towns

7.1 Town Planning

7.1.2 Applications

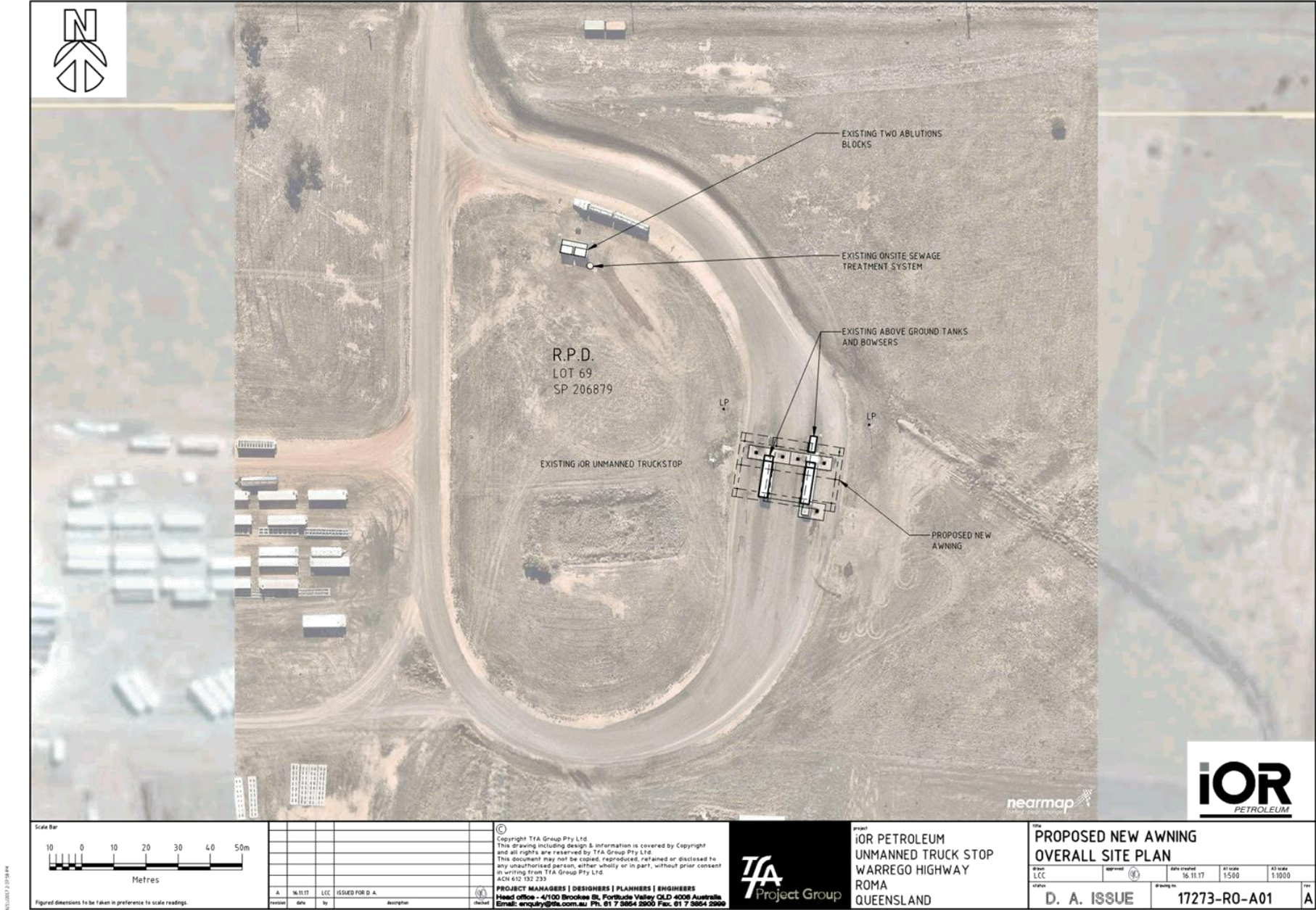
Supporting Documentation:

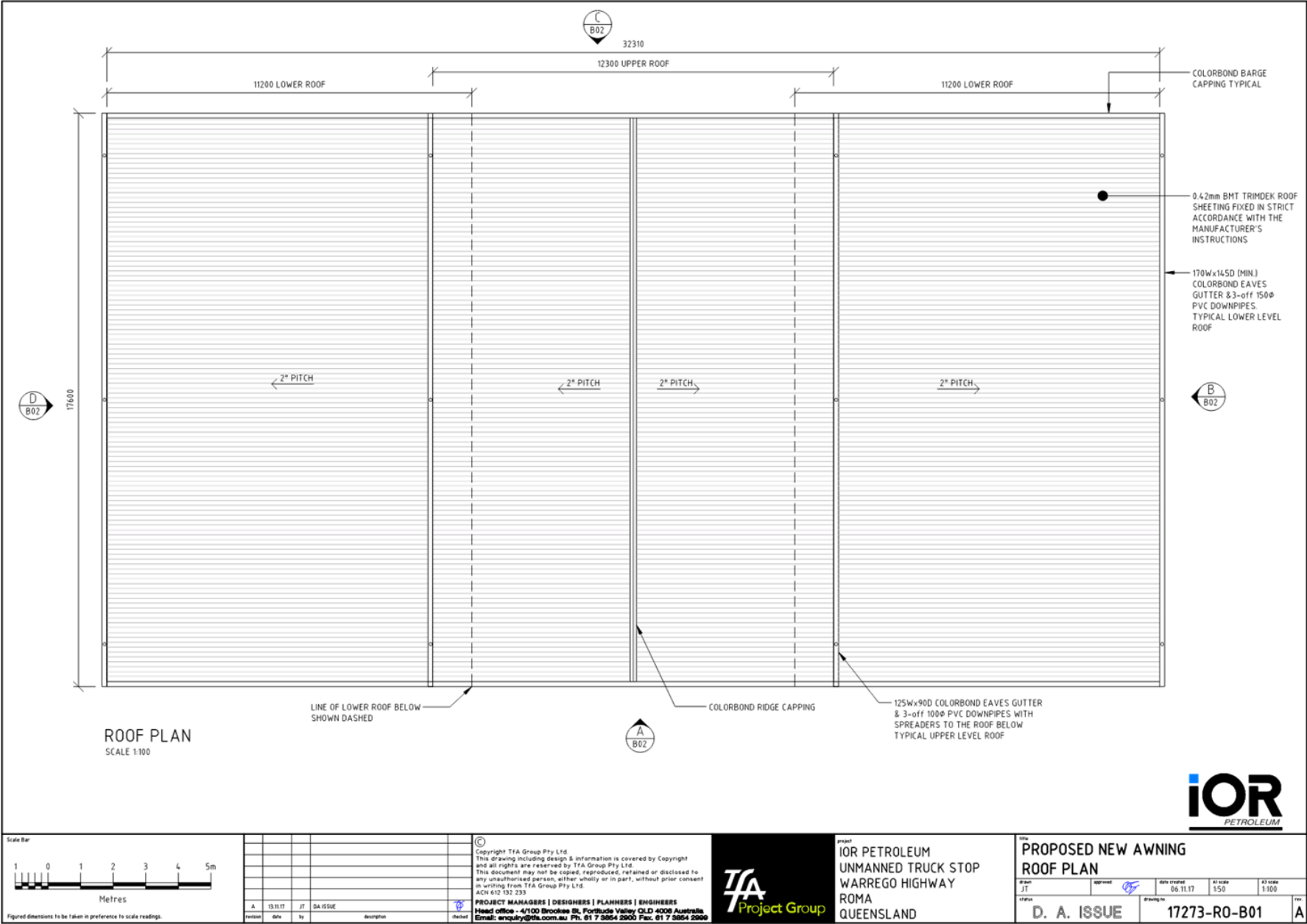
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| 1 ↓ Proposal Plans | D18/10197 |
| 2 ↓ Negotiated Decision Notice | D18/10204 |

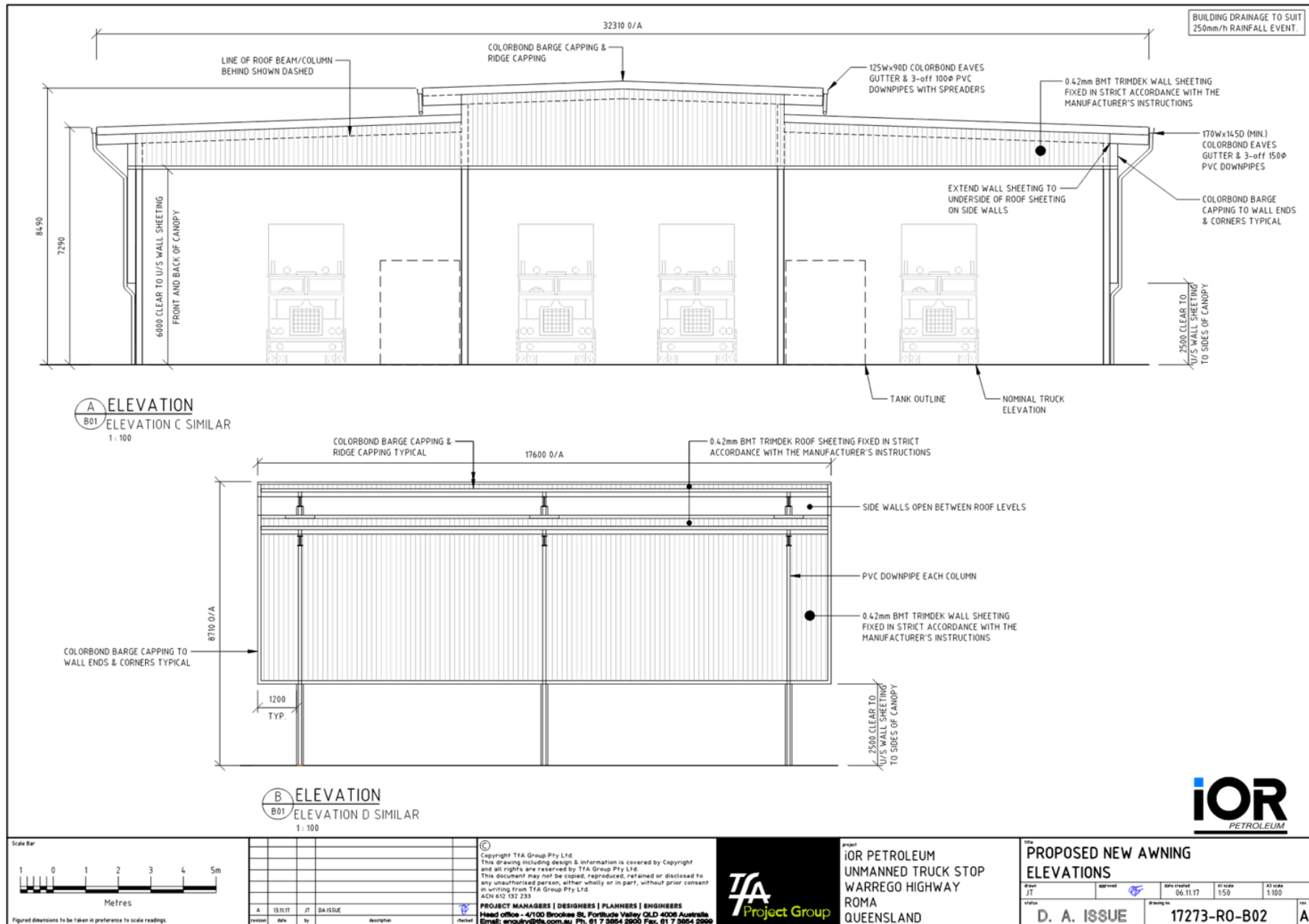
Report authorised by:

Manager - Planning & Building Development

Director - Development, Facilities & Environmental Services







RECEIVED
30 JUL 2007

BY:.....

BUNGIL
SHIRE
COUNCIL

Ref No: IPA/M/200702

file "Roma"

26 July 2007

Ross Mackenzie
General Manager
BMM Property Investments Pty Ltd
c/- IOR Energy Pty Ltd
PO Box 14
BULIMBA QLD 4171

Council Chambers
1 Cartwright Street
ROMA QLD 4455

Postal Address
PO Box 123
ROMA QLD 4455

Office Hours
8.30am - 5.00pm
Monday - Friday

Ph 07 4622 1144
Fax 07 4622 1038

Email
mail@bungil.qld.gov.au

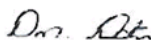
Dear Sir

RE: Application for Material Change of Use for "Industrial Activities"- "Service Station" (truck refuelling station), "Storage facility" (truck depot) and "Caretaker's residence" on Lot 69 Warrego Highway Butchers Hill (Roma) Q 4455 described as Lot 69 on M5339, Parish of Waldegrave

Please find attached Council's Negotiated Decision Notice for the above application for Material Change in Use.

If you require any further information, please contact the undersigned.

Yours faithfully


D M Oates
Deputy Chief Executive Officer

Enc

Enquiries to: Leon Love



'base for your
carnarvon experience'

**BUNGIL
SHIRE
COUNCIL**

**Negotiated Decision Notice –
APPROVAL
Integrated Planning Act 1997 S 3.5.17**

IPA/M/200702 Campbell Higginson
Leon Love
(07) 46221144

26 July 2007

Mr Colin Higginson
Campbell Higginson Town Planning
PO Box 692
ASHGROVE QLD 4060

RE: Application for Material Change of Use for “Industrial Activities”- “Service Station”(truck refuelling station), “Storage facility”(truck depot) and “Caretaker’s residence” on Lot 69 Warrego Highway Butchers Hill (Roma) Q 4455 described as Lot 69 on M5339, Parish of Waldegrave

Dear Mr Higginson

I wish to advise that, on 20 July 2007 the Bungil Shire Council reconsidered the decision notice issued from its previous decision on the matter made on 25 May 2007.

The above development application was **approved in full, with conditions**, on 25 May 2007 and this Negotiated Decision Notice amends some of the conditions attached to the original decision notice.

The conditions relevant to this approval are attached. These conditions are clearly identified to indicate whether the assessment manager or a concurrence agency imposed them. Appendix 2 identifies which assessment manager’s conditions were amended, deleted, or clarified from the original decision notice.

In reconsidering the matters associated with this application, the council considered the impact from development of this scale adjacent to a state controlled road and is cognisant that development approval does not necessarily mean construction of the use will commence immediately. Therefore, the amended conditions reflect possible delays and ensure developments beyond the control of council are protected in the future.

Council Chambers
1 Cartwright Street
ROMA QLD 4455

Postal Address
PO Box 123
ROMA QLD 4455

Office Hours
8.30am - 5.00pm
Monday - Friday

Ph 07 4622 1144
Fax 07 4622 1038

Email
mail@bungil.qld.gov.au



'base for your
carnarvon experience'

1. Details of the approval -

The following type of approval has been issued -

	IPA schedule 8 reference	Development Permit
Material change of use made assessable by the planning scheme		<input checked="" type="checkbox"/>
Material change of use for an environmentally relevant activity	Item 1, table 2, part 1	<input checked="" type="checkbox"/>
Operational works for the clearing of native vegetation on land protected under the <i>Vegetation Management Act 1999</i>	Items 1A to 1G, table 4, part 1	<input checked="" type="checkbox"/>

2. The relevant period for the approval -

- The relevant period stated in section 3.5.21 of the *Integrated Planning Act 1997* (IPA) apply to each aspect of development in this approval; and
- If there are 1 or more subsequent related approvals¹ for a development approval for a material change of use or a reconfiguration, the relevant period for the approval will be taken to have started on the day the latest related approval takes effect.

3. The approved plans -

The approved plans and / or documents for this development approval are listed in the following table -

Plan / Document Number	Plan / Document Name	Date
BUNG2002	Proposed Remote Fuel Site Layout	8 November 2006

4. Conflict with laws and policies and reasons for the decision despite the conflict -

The assessment manager considers the decision conflicts with the following applicable codes—

Conflict with applicable code	Reason for the decision, including a statement about the sufficient grounds to justify the decision despite the conflict
The Rural Zone Code of the Planning scheme requires: "PC 23 Good Quality Agricultural Land Good Quality Agricultural Land areas as identified in <i>Map R2 – Good Quality Agricultural Land</i> are conserved and managed for the longer term and protected from development that may lead to its alienation or diminished productivity."	The Department of Natural Resources and Water have assessed the proposal and determined they will accept a requirement of overriding need for the development as defined in the "State Planning Policy 1/92 - Development and Conservation of Agricultural Land".

¹ For the meaning of 'related approval', refer to section 3.5.21(7) of IPA

	<p>The nature of the development requires a large area for the manoeuvring of the heavy vehicles. The proximity to the town of the Roma and the Warrego Highway and relatively small size of the allotment for large scale agricultural production would suggest a higher order use is appropriate for the location.</p> <p>Allotments of this size in Roma command a higher capital investment and may not be appropriate for this type of use for safety and amenity reasons. Therefore it can be considered there is an overriding need for this development to occur and operate outside of Roma Town.</p>
--	--

5. **IDAS referral agencies –**

The IDAS referral agencies applicable to this application are –

	For an application involving...	Name of referral agency	Status	Address
<input checked="" type="checkbox"/>	1. MCU contiguous to a State Controlled Road	Department of Main Roads	Concurrence	DMR Southern Western (ROMA) PO Box 126 ROMA QLD 4455
<input checked="" type="checkbox"/>	2. MCU under a planning scheme for a lot containing remnant vegetation where the existing use is rural and the size of the land is 2ha or larger.	Department of Natural Resources and Water	Concurrence	DNR&W South West Region PO Box 350 ROMA QLD 4455
<input checked="" type="checkbox"/>	3. MCU for an environmentally relevant activity	Bungil Shire Council	Concurrence	CEO Bungil Shire Council PO Box 123 ROMA QLD 4455

6. **Submissions** - There were no properly made submissions about the application.

7. **Appeal rights -**

Attachment three includes an extract from the *Integrated Planning Act 1997* which details your appeal rights.

8. **When the development approval takes effect -**

This development approval takes effect -

- from the time the decision notice is given, if there is no submitter and the applicant does not appeal the decision to the court.

OR

- subject to the decision of the court, when the appeal is finally decided, if an appeal is made to the court.

This approval will lapse if—

- for a material change of use, the first change of use under the approval does not start within the relevant period stated in section 2 of this decision notice;
- for a development approval other than a material change of use or reconfiguration, the development does not substantially start within the relevant period stated in section 2 of this decision notice.

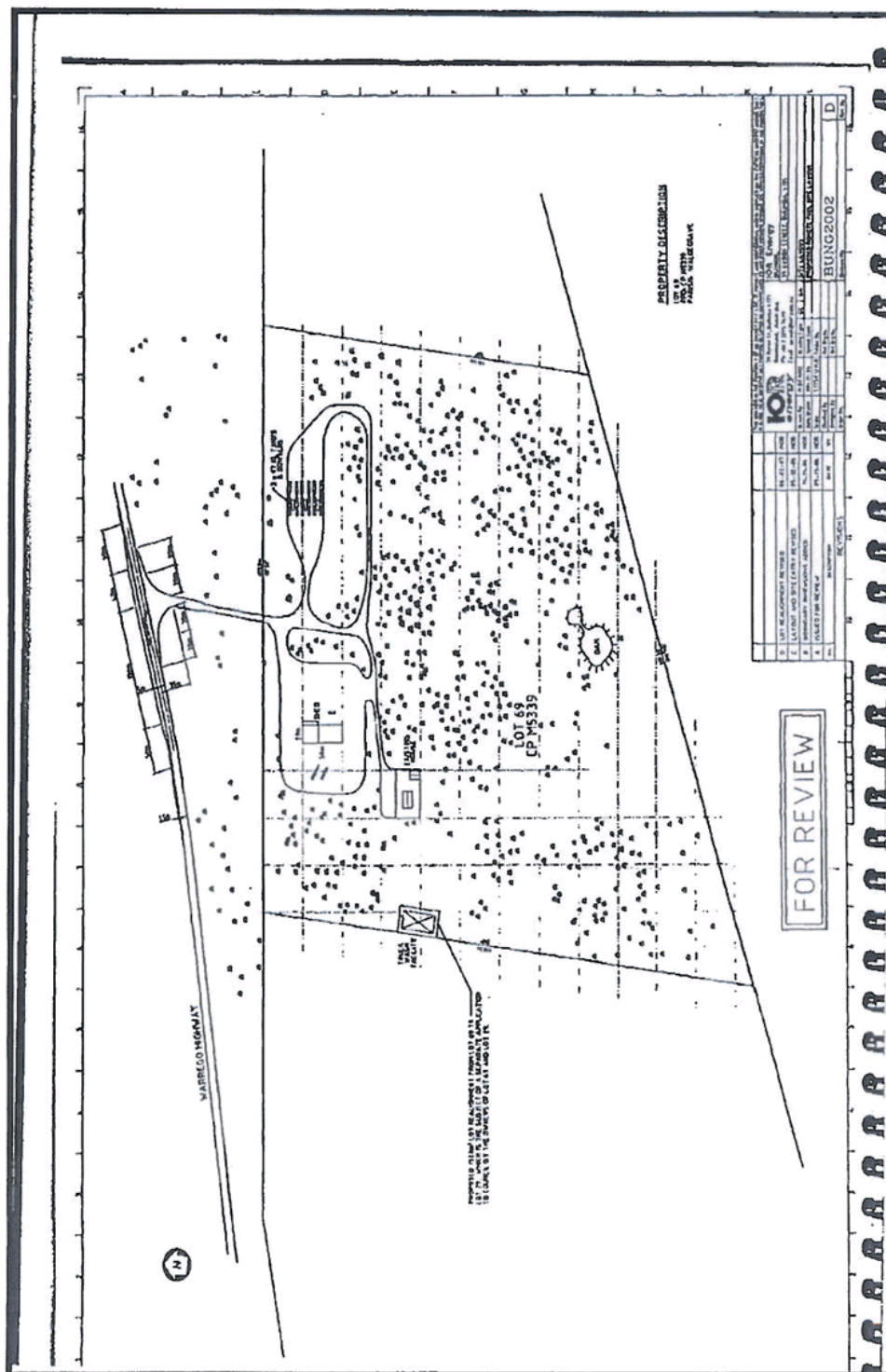
Note that in the case of a development approval for a material change of use or for reconfiguring a lot, if there are 1 or more subsequent related approvals the relevant period for the material change of use or reconfiguration will restart from the date of the related approval taking effect. Please refer to section 3.5.21 of IPA for further information.

If you wish to discuss this matter further, please contact me on the above telephone number.

Yours sincerely


D M Oates
Deputy Chief Executive Officer

cc: *Referral agencies*



Drawing BUNG2002 - Dated 8 November 2006

Concurrence Agencies Conditions
--

Department of Natural Resources and Water conditions**Queensland
Government**Department of Natural
Resources and Water**Referral Agency Response -
Material Change of Use***s 3.3.16 Integrated Planning Act 1997***1. Application information**

- 1.1. **Applicant's name:** Campbell Higginson Town Planning
- 1.2. **Property description:** Lot 69 M5339 - Bungil Shire Council
- 1.3. **Assessment Manager/Reference:** Bungil Shire Council
- 1.4. **Date application was referred to Department:** 21 March 2007
- 1.5. **Departmental Reference:** eLVAS Case No: 2007/003255, File Ref. No: TOO/310/105(0006), Trackjob No: IC0307TBA0011
- 1.6. **Type/s of development sought by the application:** Material Change of Use

2. Concurrence Agency response:

The Chief Executive of the Department of Natural Resources and Water directs that the following conditions must be imposed on any approval given by the Assessment Manager:

- This permit authorises the clearing of remnant vegetation for the construction of necessary infrastructure associated with the material change of use and must be located as detailed on Proposed Remote Fuel Site Layout, BUNG2002, dated 8 November 2006.
- Any subsequent clearing of remnant vegetation will require assessment, unless exempt under Schedule 8 of the *Integrated Planning Act 1997*.

3. Decision and Reasons:

The application is considered by the assessing officer to meet the Performance Requirements of Part P of the *Regional Vegetation Management Code for Brigalow Belt and New England Tablelands Bioregions* - 20 November 2006.

4. Aboriginal Cultural Heritage:

Under section 23 of the *Aboriginal Cultural Heritage Act 2003* a person who carries out an activity must take all reasonable and practicable measures to ensure the activity does not harm Aboriginal cultural heritage (the "cultural heritage duty of care"). Maximum penalties for breaching the duty of care are \$750,000 for a corporation and \$75,000 for an individual.

Applicants will comply with the duty of care in relation to Aboriginal cultural heritage if they are acting in compliance with cultural heritage duty of care guidelines gazetted under the *Aboriginal Cultural Heritage Act 2003*, available on the Department's website, or in accordance with an agreement with the Aboriginal party for the area or a cultural heritage management plan approved under part 7 of the *Aboriginal Cultural Heritage Act 2003*.

Applicants should also undertake a search of the Aboriginal Cultural Heritage Database and the Aboriginal Cultural Heritage Register, administered by the Cultural Heritage Coordination Unit, Department of Natural Resources and Water. Application forms to undertake a free search of the Cultural Heritage Register and the Database may be obtained by contacting the Cultural Heritage Coordination Unit on (07) 323 83838 or on the Department's website www.nrm.gld.gov.au/cultural_heritage.

5. Authorised Officer Signature:



Jason Chavasse
Senior Vegetation Management Officer VMI
South West
Date of Response: 11-4-2007

Department of Main Roads conditions**Queensland
Government**

23 March 2007

Department of Main Roads

The Chief Executive Officer
Attn: Leon Love (Chief Executive Officer)
Bungil Shire Council
PO Box 123
Roma QLD 4455

Dear Leon

REFERRAL CONCURRENCE AGENCY RESPONSE: Conditions Apply

Bungil Shire Council: Warrego Highway (Roma-Mitchell)
Proposed Material Change of Use: Unmanned Fuel Depot and Caretakers
Residence
Lot 69 on M5339, Warrego Highway, Butchers Hill

Thank you for a development application, received by this department on the 19 March 2007, requesting advice for the above proposal.

Under Section 3.3.16 of the *Integrated Planning Act 1997*, Queensland Department of Main Roads as a Concurrence Agency has assessed the application. Should you decide in the applicant's favour, please include in your Decision Notice, the conditions of development as indicated on the attached Statement of Reasons.

Any further development of the subject land and/or proposal changes will require Main Roads to reconsider its conditions. Due to the changing nature of traffic operations, the relevant period for this development is valid for two (2) years from the date of this letter.

Yours sincerely

Peter Evans
District Director (South Western)

Enc. (1) Statement of Reasons, (2) Drawing DO4-232, (3) AWE Form
(4) General Conditions of a "Major" Access Within the Boundaries of
Declared Roads
Council Note: AWE form not included: copy can be obtained from DMR.

Southern Queensland Region
South Western District
30 McDowall Street
Roma Queensland 4455 PO Box 126

ABN 57 836 727 711

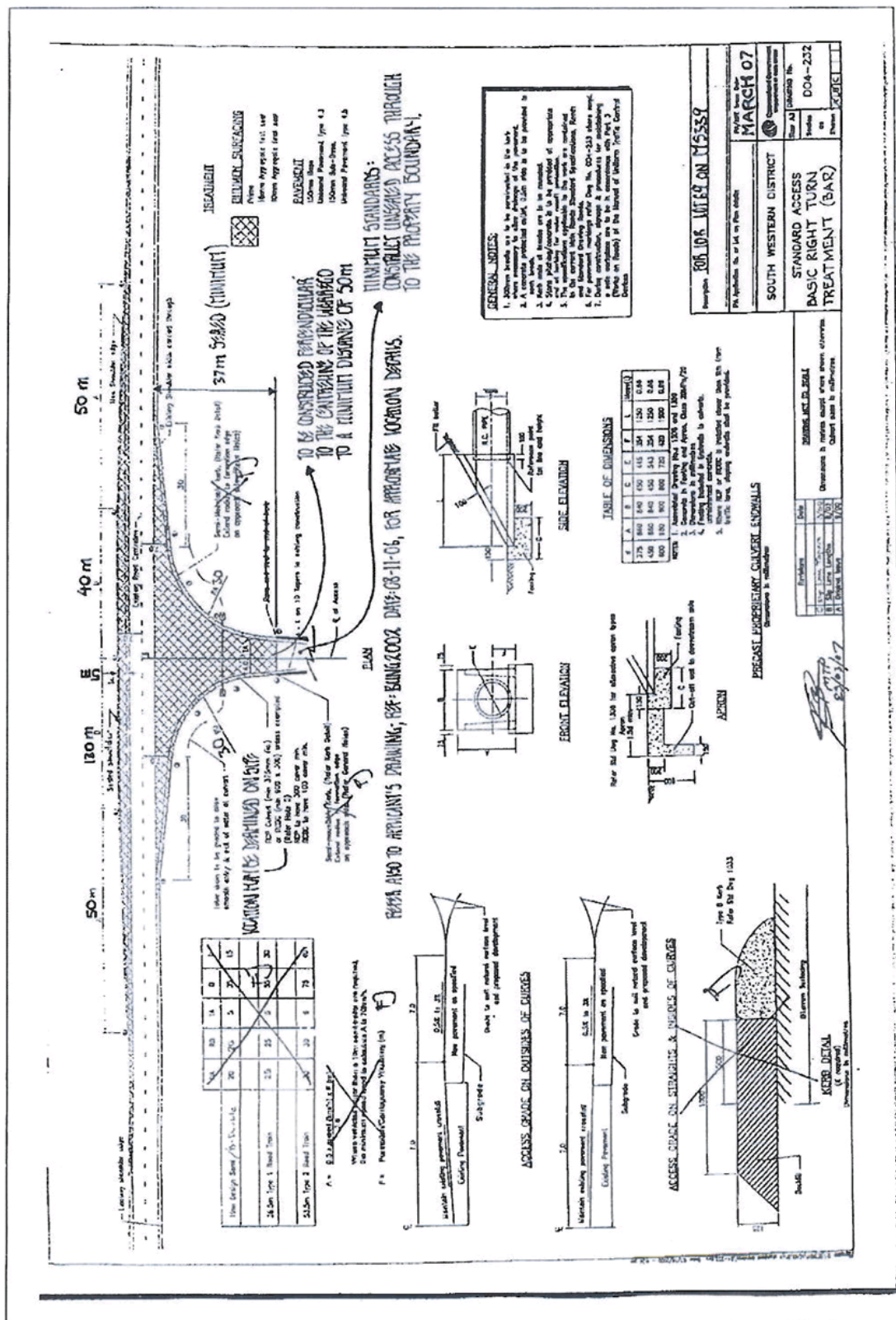
Our ref	22/1/702.3: 07-088139
Your ref	CHTP 1133
Enquiries	Ferdinand Joeffry
Telephone	+61 7 4622 9553
Facsimile	+61 7 4622 9500
Website	www.mainroads.qld.gov.au
Email:	mr.dd.southwest@mainroads.qld.gov.au

IDAS DECISION NOTICE - APPROVAL

No	Issue/Concern	Condition of Development	Reasons and Information
1.	Development related traffic could compromise the safety of the state-controlled road network.	<p>1.1 The developer/owner to construct an access to the Warrego Highway to the specifications shown on the attached Main Roads drawing DO4-232 (dated March 07). The access works to be performed prior to the commercial operation of the development.</p> <p>1.2 The developer/owner to construct and maintain a physical barrier along the Warrego Highway road property boundary, except at the approved access location (condition 1.1 above). Physical barrier may be in the form of fencing, landscaping or kerb and channeling.</p>	<p>Design and specifications requested is to ensure the safety and efficiency of the state controlled road network. Refer also to Main Roads <i>Road Planning and Design Manual</i>.</p> <p>Physical barriers help maintain safety by defining the approved access location and discouraging illegal access movements.</p>
2.	Standard of construction of work by "Others" within the road reserve.	<p>2.1 An "Ancillary Works and Encroachment" permit to be obtained from Main Roads, PO Box 126, Roma QLD 4455, and submitted prior to the commencement of any works within the road reserve.</p> <p>2.2 Work to comply with the attached <i>General Conditions of a "Major" Access Within the Boundaries of Declared Roads</i>.</p>	<p>For uniformity of construction within the road reserve, according to Main Roads policies and procedures. Refer to <i>Transport Infrastructure Act 1994</i> Chapter 6 "AWE".</p> <p>Conditioning of an "AWE" in accordance to the <i>Transport Infrastructure Act 1994</i> (Chapter 6)</p>
3.	The development associated advertising could have an impact on traffic safety.	3.1 The developer/owner must conform to the signage requirements outlined in <i>Main Roads Guide to the Management of Roadside Advertising</i> (guide can be found online at www.mainroads.qld.gov.au , by typing in "advertising" in the search menu).	<p>Compliance with Main Roads <i>Guide to the Management of Roadside Advertising</i> is to ensure that development related signage does adversely impact road safety.</p>

Approved

Kevin Chambers
Manager (Transport Planning - Roma)
23 March 2007



IDAS DECISION NOTICE - APPROVAL



Queensland Government

Department of Main Roads

SOUTH WESTERN DISTRICT (ROMA)

General Conditions**CONSTRUCTION OF A "MAJOR" ACCESS WITHIN THE BOUNDARIES OF DECLARED ROADS**

1.0 General

This specification applies to the construction of accesses within the road reserves declared under the Transport Infrastructure Act 1994.

2.0 Approval

Work shall be in accordance with the plans and specifications attached/submitted or as amended by the Department.

3.0 Drainage

All existing pipes, channels, table drains, catch drains or waterways shall be kept clear during period of construction. The cost of restoring any damage, caused by failure to do so, is the responsibility of the owner.

Any drainage structure required to be laid under/across the access shall be laid so that flow in the existing drainage system remains unimpeded.

4.0 Construction**4.1 Damage to Roadway**

The Applicant shall be required to repair at his own expense any damage to the roadway due to the installation or existence of the access.

4.2 Cost of Work

The cost of all work, including the restoration of the road reserve to a condition acceptable to the Department and subsequent maintenance of the access shall be the responsibility of the Applicant.

GC001.AWE

Date of Issue: 06/05/2004

Page 1 of 2

4.3 Safety of Traffic

The work shall proceed without any interruption to traffic. The Applicant shall be responsible for the safety of traffic throughout the period of construction. Warning signs, flashing lights and other traffic control devices shall be erected in accordance with the Department's "Manual of Uniform Traffic Control Devices - Part 3".

4.4 Installation

The installation shall in no way interfere with normal maintenance operations and the Director General and Local Authority accepts no responsibility for damage during any maintenance or reconstruction work.

4.5 Embankment

Excavation within the road reserve to obtain material for construction of any access shall not be permitted.

5.0 Construction Safety

The applicant shall accept the responsibility of ensuring that the requirements of the Queensland Workplace Health and Safety Act and Regulations are observed.

6.0 Cultural Heritage

The assessment of your Ancillary Works and Encroachment permit application has not included an assessment of the indigenous, shared or natural cultural heritage values of the area. As the proponent of the activity you are responsible for undertaking a cultural heritage risk assessment to determine if legislative requirements in relation to cultural heritage are triggered. The Environmental Protection Agency may be able to assist you with this cultural heritage risk assessment.

Approved by:



Designation: District Director (South Western)

GC001.AWE

Date of Issue: 06/05/2004

Page 2 of 2

IDAS DECISION NOTICE - APPROVAL

Appendix 2 – Council Conditions

Conditions of approval	
Condition Number	Rural Zone Code reference
1.	AS 1.1 Premises have a supply of reticulated electricity.
2.	<p>a) PC 2 Water supply Premises are provided with an adequate volume and supply of water for the activity.</p> <p>b) Council to be advised if agreement with adjoining owner to provide potable water expires or is cancelled.</p> <p>Note: No reticulated water supply is intended to be supplied to the allotment the subject of this application.</p>
3.	AS 3.2 Premises have on - site effluent disposal systems designed in accordance with Schedule 6: "Standards for Sewerage Supply".
4.	<p>a) PC 4 Stormwater/Inter-allotment Drainage Stormwater is collected and discharged so as to:</p> <ul style="list-style-type: none"> (a) protect the stability of buildings or the use of adjacent land; (b) prevent the waterlogging of nearby land; and (c) protect and maintain environmental values. <p>b) Stormwater runoff from rooves will be directed into rain-water tanks.</p> <p>c) Stormwater runoff from roads and driveways will be dispersed on-site to the natural drainage lines in a manner that does not cause scouring or gullyng.</p> <p>d) Runoff from fuelling areas will be controlled through the proposed Envirotank.</p>
5.	<p>The access road from the Warrego Highway to the subject site shall be bitumen sealed and constructed with a pavement width and depth adequate for heavy vehicles, in accordance with relevance engineering standards to the satisfaction of Council.</p> <p style="text-align: right;">Amended</p>

Condition Number	Rural Zone Code reference
6.	<p>a) Vehicle parking shall be provided on-site in accordance with Schedule 2 – Minimum Car Parking Requirements: Standards for Roads, Car Parking, Access and Manoeuvring Areas, and parking areas shall be designed and constructed in accordance with AS2890 – Parking Facilities, or in accordance with other appropriate engineering standards to the satisfaction of Council.</p> <p style="text-align: right;">Amended</p> <p>b) Manoeuvring areas will provide for movement of expected type two road train movement on the site without the need to park or manoeuvre the vehicles on the road reserve.</p>
7.	Deleted
8.	<p>a) Deleted</p> <p>b) All internal driveways, manoeuvring areas, truck parking and truck breakdown areas are constructed of compacted gravel and incorporate dust suppression strategies that ensure dust created by the use does not traverse the boundaries of the site.</p> <p style="text-align: right;">Amended</p>
9.	PC 8.2 Development adjacent to State Controlled Roads is located to ensure safe and efficient use of the highway and maintain the integrity of the highway as a commuter link.
10.	<p>PC 9 Gas and Oil Pipelines</p> <p>Buildings are located at an appropriate distance from pipelines to ensure community safety and operation of the use is not compromised.</p>
11.	Deleted
12.	Deleted
13.	<p>PC 12 Electricity Transmission Line Easement – Vegetation</p> <p>Transmission lines within an Electricity transmission line easement are protected from vegetation.</p>
14.	<p>PC 13 Electricity Transmission Line Easement – Separation Distance</p> <p>Habitable buildings and community orientated uses are located a minimum distance from lines to ensure community safety.</p>

Condition Number	Rural Zone Code reference
Environment	
15.	Deleted
16.	PC 15 Flooding Premises are designed and located so as: (a) not to be adversely impacted upon by flooding; (b) to protect life and property; and (c) not to have an undesirable impact of the extent and magnitude of flooding.
17.	PC 16 Air Emissions Air emissions from premises do not cause environmental harm or nuisance to adjoining properties or sensitive land uses.
18.	PC 17 Noise Emissions Noise emissions from premises do not cause environmental harm or nuisance to adjoining properties or sensitive land uses.
19.	Stormwater shall be collected and discharged in accordance with Schedule 7 – Standards for Stormwater Drainage, or in accordance with other relevant standards to the satisfaction of Council. Amended
20.	Deleted
21.	AS 20.1 During construction, soil erosion and sediment is managed in accordance with Schedule 8: “Standards for Construction Activity”.
22.	Deleted
23.	Deleted

Condition Number	Rural Zone Code reference
24.	PC 22.2 Airport Protection The development of premises does not cause an obstruction or other potential hazard to aircraft movement associated with the airport by way of: <ul style="list-style-type: none"> - providing very bright lighting or lighting similar to aerodrome lighting, which can distract or confuse aircraft pilots; - interfering with navigation or communication facilities; - emissions that may effect pilot visibility or aircraft operations; or - transient intrusions into the airport's operational space.
25.	AS 25.1 A minimum separation distance of 100 metres is provided to protected areas as identified on <i>Map R3 – Protected Areas</i> .
26.	Deleted
27.	Deleted
28.	PC 29 Cultural Heritage The significance of known places of indigenous and/or cultural heritage value is retained.
29.	Deleted
30.	a) AS 58.1 Total use area is no more than 70% of the site; and b) AS 58.2 Buildings and structures are less than 8.5 metres in height and not more than two (2) storeys at any point above the natural ground level; and c) AS 58.3 Boundary clearance for any building or structure is at least 100 metres from any road frontage; and <div style="text-align: right;">Clarified</div> d) AS 58.4 Side boundary clearance for any building or structure is at least 100 metres; and e) AS 58.5 Rear boundary clearances are at least 100 metres or more from property boundary. (Note: should any part of condition 30 conflict with the plan of development "BUNG2002" this condition prevails.)

Condition Number	Rural Zone Code reference
31.	Landscaping comprising the natural vegetated buffer along the northern boundary of the site as shown on the plan "Site Layout – Proposed Remote Fuel site Layout" prepared by IOR Energy, drawing No. BUNG2002, shall be retained for the purposes of providing visual screening from the Warrego Highway and protecting the local amenity. Amended
32.	PC 62.1 Building and Structure Design Buildings are designed and finished to a high quality appearance.
33.	Deleted
34.	Layout shall be generally in accordance with drawing BUNG2002 dated: 08/11/2006.
35.	The development does not include any short-term accommodation.
36.	Advertising devices on the site shall conform to the "Advertising Devices Code" of the Bungil Shire Planning Scheme.

Attachment three

Appeal Details – extracted from Integrated Planning Act 1997

Division 8 Appeals to court relating to development applications**4.1.27 Appeals by applicants**

- (1) An applicant for a development application may appeal to the court against any of the following—
 - (a) the refusal, or the refusal in part, of a development application;
 - (b) a matter stated in a development approval, including any condition applying to the development, and the identification of a code under section 3.1.6;
 - (c) the decision to give a preliminary approval when a development permit was applied for;
 - (d) the length of a period mentioned in section 3.5.21;
 - (e) a deemed refusal.
- (2) An appeal under subsection (1)(a) to (d) must be started within 20 business days (the *applicant's appeal period*) after the day the decision notice or negotiated decision notice is given to the applicant.
- (3) An appeal under subsection (1)(e) may be started at any time after the last day a decision on the matter should have been made.

4.1.28 Appeals by submitters—general

- (1) A submitter for a development application may appeal to the court only against—
 - (a) the part of the approval relating to the assessment manager's decision under section 3.5.14 or 3.5.14A; or
 - (b) for an application processed under section 6.1.28(2)—the part of the approval about the aspects of the development that would have required public notification under the repealed Act.
- (2) To the extent an appeal may be made under subsection (1), the appeal may be against 1 or more of the following—
 - (a) the giving of a development approval;
 - (b) any provision of the approval including—
 - (i) a condition of, or lack of condition for, the approval; or
 - (ii) the length of a period mentioned in section 3.5.2 1 for the approval.
- (3) However, a submitter may not appeal if the submitter—
 - (a) withdraws the submission before the application is decided; or
 - (b) has given the assessment manager a notice under section 3.5.19(1)(b)(ii).
- (4) The appeal must be started within 20 business days (the *submitter's appeal period*) after the decision notice or negotiated decision notice is given to the submitter.

4.1.28A Additional and extended appeal rights for submitters for particular development applications

- (1) This section applies to a development application to which chapter 5, part 8A applies.
- (2) A submitter of a properly made submission for the application may appeal to the court about a referral agency response made by a prescribed concurrence agency for the application.
- (3) However, the submitter may only appeal against a referral agency response to the extent it relates to—
 - (a) if the prescribed concurrence agency is the chief executive (environment)—development for an environmentally relevant activity mentioned in the *Environmental Protection Regulation 1998*, schedule 1, item 1;⁸⁰ or
 - (b) if the prescribed concurrence agency is the chief executive (fisheries)—development that is—
 - (i) a material change of use of premises for aquaculture; or
 - (ii) operational work that is the removal, damage or destruction of a marine plant.
- (4) Despite section 4.1.28(1), the submitter may appeal against the following matters for the application even if the matters relate to code assessment—
 - (a) a decision about a matter mentioned in section 4.1.28(2) if it is a decision of the chief executive (fisheries);
 - (b) a referral agency response mentioned in subsection (2).

⁸⁰ *Environmental Protection Regulation 1998*, schedule 1, item 1 (Aquacultural and agricultural activities)

4.1.29 Appeals by advice agency submitters

- (1) Subsection (1A) applies if an advice agency, in its response for an application, told the assessment manager to treat the response as a properly made submission.⁸¹
- (1A) The advice agency may, within the limits of its jurisdiction, appeal to the court about any part of the approval relating to the assessment manager's decision under section 3.5.14 or 3.5.14A.
- (2) The appeal must be started within 20 business days after the day the decision notice or negotiated decision notice is given to the advice agency as a submitter.
- (3) However, if the advice agency has given the assessment manager a notice under section 3.5.19(1)(b)(ii), the advice agency may not appeal the decision.

⁸¹ See section 3.3.19 (Advice agency's response powers).

4.1.30 Appeals for matters arising after approval given (co-respondents)

- (1) For a development approval given for a development application, a person to whom any of the following notices have been given may appeal to the court against the decision in the notice—
 - (a) a notice giving a decision on a request for an extension of a period mentioned in section 3.5.21;
 - (b) a notice giving a decision on a request to make a minor change to an approval.

- (2) The appeal must be started within 20 business days after the day the notice of the decision is given to the person.
- (3) Subsection (1)(a) does not apply if the approval resulted from a development application (superseded planning scheme) that was assessed as if it were an application made under a superseded planning scheme.
- (4) Also, a person who has made a request mentioned in subsection (1) may appeal to the court against a deemed refusal of the request.
- (5) An appeal under subsection (4) may be started at any time after the last day the decision on the matter should have been made.

OFFICER REPORT

Meeting: General 14 February 2018

Date: 2 February 2018

Item Number: 13.7

File Number: D18/8974

SUBJECT HEADING: Application for Outdoor Dining Permit Wagon
Wheel Cafe

Classification: Open Access

Officer's Title: Environmental Health Officer

Executive Summary:

The Applicant, Wagon Wheel Cafe located at 66 Burrowes Street Surat, has applied for an Outdoor Dining Permit for the footpath immediately in front of their premises.

Officer's Recommendation:

That Council approve the use of the footpath for outdoor dining purposes, in accordance with the following conditions:

1. Placement of all tables and chairs, are limited to the footpath area immediately in front of the premises located at 66 Burrowes Surat as shown on the plans Council record D18/8778; and
2. Placement of all tables and chairs shall not impede pedestrian traffic using the footpath; and
3. Approval to use the footpath for outdoor dining shall be limited to the following hours: *Monday – Sunday: 6.00 am – 7.00 pm; and*
4. Council's approval must be displayed in a prominent position within the premises, easily viewed by patrons, and must be produced upon request from an authorised person; and
5. The permit holder must have a \$10,000,000.00 public liability insurance cover inclusive of the footpath dining area that indemnifies Council against personal injury and property damage resulting from the outdoor dining approval, of which a copy of the insurance cover must be supplied to Council annually; and
6. The permit holder must ensure the outdoor dining area does not cause a nuisance; and
7. All facilities and equipment used for outdoor dining must at all time be maintained –
 - a. In good working order and condition; and
 - b. In a clean and sanitary condition;
 - c. Aesthetically acceptable to the local governments authorised person; and
8. All equipment used for outdoor dining, including all tables and chairs, must be

removed upon close of business each day; and

9. The permit holder must ensure that the area identified in the approval is regularly cleaned –
 - a. During business hours for the principal premises; and
 - b. Daily, after the close of business of the principal premises; and
 10. The outdoor dining approval shall be for a period of twelve (12) months, after which the applicant must apply to the local government for another permit; and
 11. Any claims for personal injury resulting from the outdoor dining approval and operation, are to be notified to Council as soon as the applicant is notified.
-

Body of Report:

Council has received an application for an outdoor dining permit from the proprietors of the Wagon Wheel Café, located at 66 Burrowes Street Surat.

The applicant is applying to place the following items on the footpath immediately in front of the premises:

- 3 x small tables Wood/Aluminum 0.7 m wide x 0.7 m long x 0.75 m high
- 6 - 8 x aluminum chairs 0.4 m wide x 0.4 m long x 0.75 m high

As well as (permanent)

- 1 x bar bench of Wood and Steel Construction 3.4 m long x 0.4 m Wide and 1.1 m high
- 4 to 5 x Plastic/aluminum chairs 0.5 m wide x 0.4 m long x 0.7 m high

Tables and chairs will be placed up against the exterior wall of the premises. Adequate space will be provided to allow for pedestrian access along the footpath. The bench will be on the footpath located adjacent to the premises (Wagon Wheel Café) between two of the posts on the footpath (details are attached). The wooden bench is to be bolted to the posts and will remain a permanent fixture.

A site visit has indicated that the width of the paved pedestrian footpath is 3.70 meters long in Burrowes Street. Parking of vehicles is nose in angle parking. Overhang of parked vehicles is not expected to impact on pedestrian traffic. There are five steel posts in front of the shop approximately 1.00 meter off the gutter. There is a waste bin on a stand to the left hand side of the entrance to the premises. If the tables are located between the posts and up against the premises wall, the reduction in the width of the footpath will still maintain the minimum distance for disability access (approximately 2.0 meters).



An onsite meeting with the applicant was carried out and it was agreed to reduce the number of tables from 4 to 3 and only install one bench so as to ensure there is adequate room for pedestrian movement.

The following criteria have been considered in the assessment of this application:

- i. The prescribed activity (outdoor dining) for which the approval is sought must not unduly interfere with the proper use of the local government controlled area or road; and
- ii. There must be public demand for the activity in respect of which the approval is sought; and
- iii. The physical characteristics of the local government controlled area or road must be suitable for the prescribed activity; and
- iv. The activity must not cause nuisance, inconvenience or annoyance to:
 - a. The occupier of any land which adjoins the location of the prescribed activity; or
 - b. Vehicular traffic; or
 - c. Pedestrian traffic; and
- v. The activity must not have a detrimental effect on the amenity of the surrounding area.

Consultation (internal/external):

Tom Thrupp and Kasha Murray Owners (Wagon Wheel Café)
Margie Milla Lead Environmental Health and Waste Officer

Risk Assessment (Legal, Financial, Political etc.):

Nil – the applicant must indemnify Council when the Outdoor Dining Area is used for the purpose that Council may approve.

Policy Implications:

Nil – in accordance with Subordinate Local law No. 1.2 (Commercial Use of Local Government Controlled Areas and Roads) 2011.

Financial Resource Implications:

Nil – Council officers are required to inspect and monitor the premises in line with their Commercial Food Licence.

Link to Corporate Plan:

Corporate Plan 2014-2019

Strategic Priority 5: Essential Infrastructure & Services

5.5 Environmental Health

5.5.1 Applications 5.5.1(a) Food Act 2006

Supporting Documentation:

- | | | |
|---|--|----------|
| 1 | Application for Out Door Dining Wagon Wheel Cafe | D18/8788 |
| 2 | Wagon Wheel Cafe Bench Plans for Out Door Dining | D18/8778 |

Report authorised by:

Manager - Environment, Health, Waste & Rural Land Services

Director - Development, Facilities & Environmental Services

Angie-lea (Angie) Hockaday

From: Tom Thrupp <platinum8group@yahoo.com.au>
Sent: Wednesday, 10 January 2018 12:07 PM
To: Environmental.Health
Subject: HPRM: Re: Outdoor Dining Permit Application
Attachments: certificate of currency 17 18.PDF; outdoor dining diagram.jpg; outdoor dining

Follow Up Flag: Follow up
Flag Status: Flagged

Record Number: D18/6376

Hi Angie
Attached are the documents

On Wednesday, 13 December 2017 11:17:24, Environmental. Health <Environmental.Health@maranoa.qld.gov.au> wrote:

Hello Kasha

Thank you for the chat today. As per discussion please find attached the application for outdoor dining permit.

Please complete the application and don't forget to attach a certificate of currency for you public liability insurance.

Any questions please call the team on 1300 007 662.

Kind Regards

Angie

Support Officer EHWRLS

-----Safe Stamp-----

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Maranoa Regional Council
Cnr Bungil & Quintin Streets
Roma Queensland 4455
P 1300 007 662 F 07 4624 6990
www.maranoa.qld.gov.au

Postal Address
PO Box 42
Mitchell Queensland 4465
ABN: 99 324 089 164

WORKING FOR YOU GROWING WITH YOU.

Application for Outdoor Dining in the Road Reserve

Application Requirements and Information

Local Law No. 1.2 (Commercial Use of Roads)

Application to use the road reserve for the provision of outdoor dining adjacent to food premises.

Please complete this application in BLOCK LETTERS and tick boxes where applicable.

If a questions does not apply, please indicate by writing "n/a".

PLEASE NOTE WE HAVE ALREADY BEEN PAYING FOR AN OUTDOOR DINING LICENSE FOR THE LAST 2-3 YEARS.

Applicants Details

Name of applicant: PAKRAT PTY LTD

Postal address (of applicant): 66 BURROWES STREET SURAT QLD 4417

Phone: 0746265360

Fax: 0746265064

Mobile:

Email: platinum8group@yahoo.com.au

Property/Business Details

Name of Business: WAGON WHEEL CAFE & FRIENDLY GROCER

Property Address: 66 BURROWES STREET

Town: SURAT

Postcode: 4417

Assessment Number:

Times of operation for approval: 6-7PM

Are these premises licenced under the *Food Act 2006*? (Please circle relevant answer)

YES

Public Liability Insurance Details (Please provide a certificate of Currency)

Name of Insurance Company: QBE

Policy Number: 06U129580BPK

Date Policy Expires: 28 / 11 / 2018

Plan

On the diagram below, clearly identify:

1. The width of the footpath on which you intend to set up your dining area and
2. What type of obstruction are presently on the footpath (e.g. power pole, street bin etc)

SEE ATTACHED DIAGRAM

	ROAD
	KERB
FOOTPATH	
PROPERTY BOUNDARY	

Description of Outdoor Dining Facilities

Total area to be used for outdoor dining (m2):

TABLES CURRENTLY: 1.2m x 0.7m x 4 = 3.36m²

PROPOSED BAR BENCH: 3.57m x 0.4m x 2 = 2.85m²

TOTAL: 6.21m² (3.36m² + 2.85m²)

Proposed number of chairs:

Number: CURRENTLY max. 10 _____ Materials: Aluminium _____

PROPOSED SEATING FOR BAR BENCH MAX. 8 Proposed materials: HARD PLASTIC/ALUMINIUM

Dimensions: 0.50m _____ Width: 0.4m _____ Height: 0.7m _____

Proposed number of tables:

Number: CURRENTLY 4 _____ Materials: WOOD WITH ALUMINIUM LEGS _____

PROPOSED BAR BENCHS x 2

WOODS WITH STEEL FRAME

Dimensions: 0.6m - 0.7m _____ Width: 0.6-0.7m _____ Height: 0.75m _____

Proposed bar bench: 3.57m

0.4m

1.2m

Proposed Shade Structures (if any):

Number: _____ Materials: _____

Dimensions: _____ Width: _____ Height: _____

Proposed Screens/Bollards (if any):

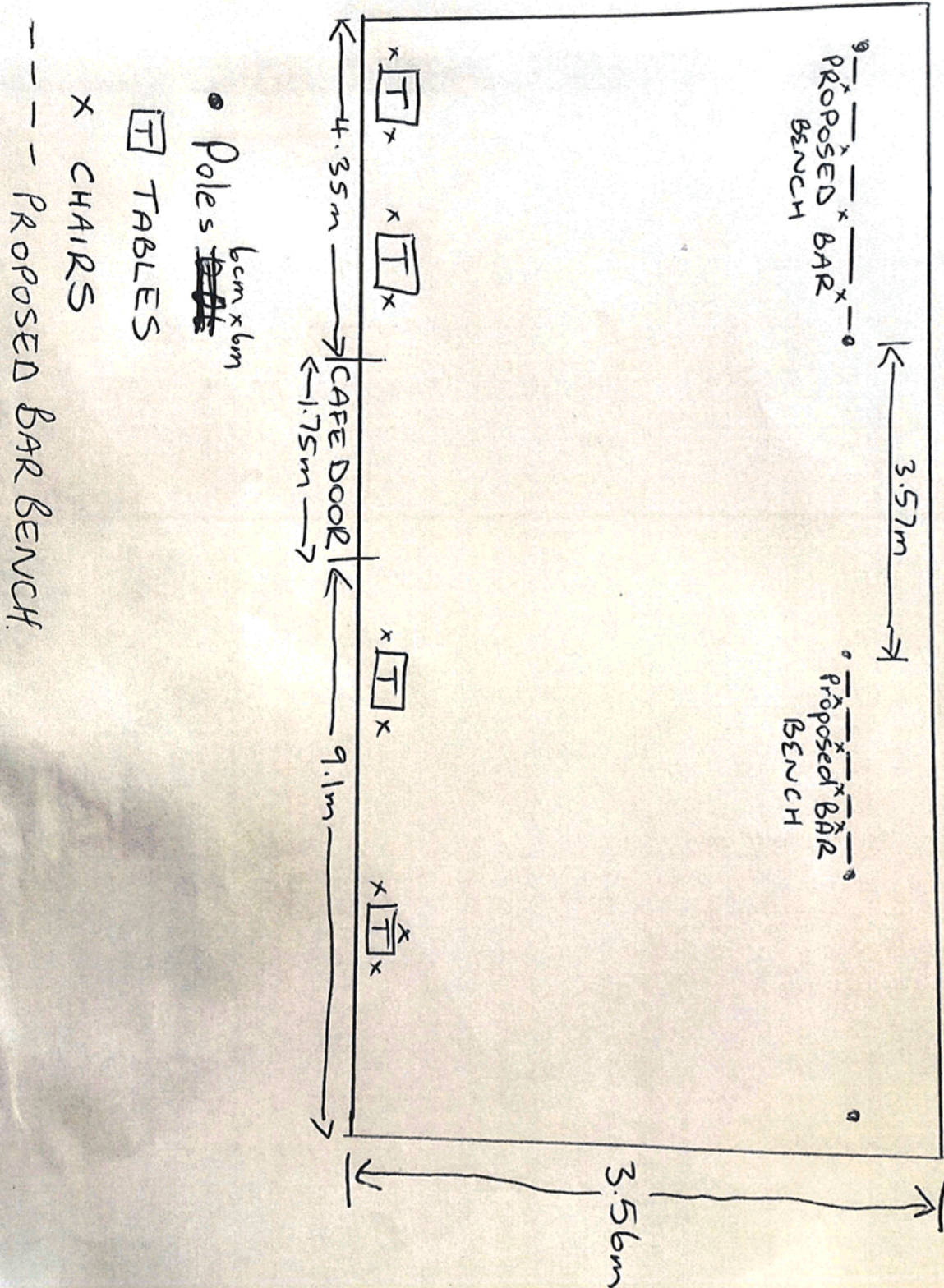
Number: _____ Materials: _____

Dimensions: _____ Width: _____ Height: _____

Proposed landscape planter boxes (if any):

Number: _____ Materials: _____	
Dimensions: _____ Width: _____ Height: _____	
Method of storage/security of tables etc:	
_TABLES AND CHAIRS ARE TAKEN INSIDE THE STORE AT CLOSE OF BUSINESS EACH NIGHT.	
OTHER: Eg A Frame Signs:	
Declaration of Applicant	
I hereby make application for an outdoor dining permit for the above mentioned business and location. I acknowledge that Maranoa Regional Council will evaluate my application and supporting documentation and I will be advised via council resolution of the outcome.	
Signature KASHA MURRAY	Date 10 / 01 /2018

Office Use Only	
Date Received: 24/1/18	TRIM Application: D18/6376.
Authority Register Number: EH35/110.	TRIM Permit:
	Council Resolution Reference:



Business Pack Insurance Certificate of Currency

Policy Number 06U129580BPK

QBE Insurance (Australia) Ltd
Head Office
Level 5, 2 Park Street
Sydney NSW 2000
ABN: 78 003 191 035
AFS Licence No: 239545



Issued By
QBE Insurance (Australia) Ltd

Period of Insurance
From 28/11/2017
To 28/11/2018 at 4pm

This certificate acknowledges that the policy referred to is in force for the period shown.
Details of the cover are listed below.

The Insured

WAGON WHEEL CAFE

PAKRAT PTY LTD ATF THE THRUPP FAMILY TRU

ABN Number 71 047 455 338

Cover Details

Location 66 BURROWES STREET, SURAT QLD 4417

Risk Number 3

Business CAFE OPERATION, NOT LICENSED W

Interested Party None Noted

Broadform Liability Section

Particulars	Total Sum Insured	Limit
Limit of liability, any one occurrence		\$10,000,000
Products liability, in aggregate		\$10,000,000
Property in Your physical and legal control	\$100,000	
Excess	\$500 for property damage claims only \$0 for personal injury claims	

**Business Pack Insurance
Certificate of Currency**

Policy Number 06U129580BPK

QBE Insurance (Australia) Ltd
Head Office
Level 5, 2 Park Street
Sydney NSW 2000
ABN: 78 003 191 035
AFS Licence No: 239545

**Cover Details *continued*****Location** 66 BURROWES STREET, SURAT QLD 4417**Risk Number** 3**Business** CAFE OPERATION, NOT LICENSED W**Clauses**• **B32**

Expanded Name of Insured

The named Insured specified in the Schedule is more fully described as:

The Expanded Insured Name is as follows: Pakrat
Pty Ltd ATF The Thrupp Family Trust T/AS Wagon
Wheel Cafe

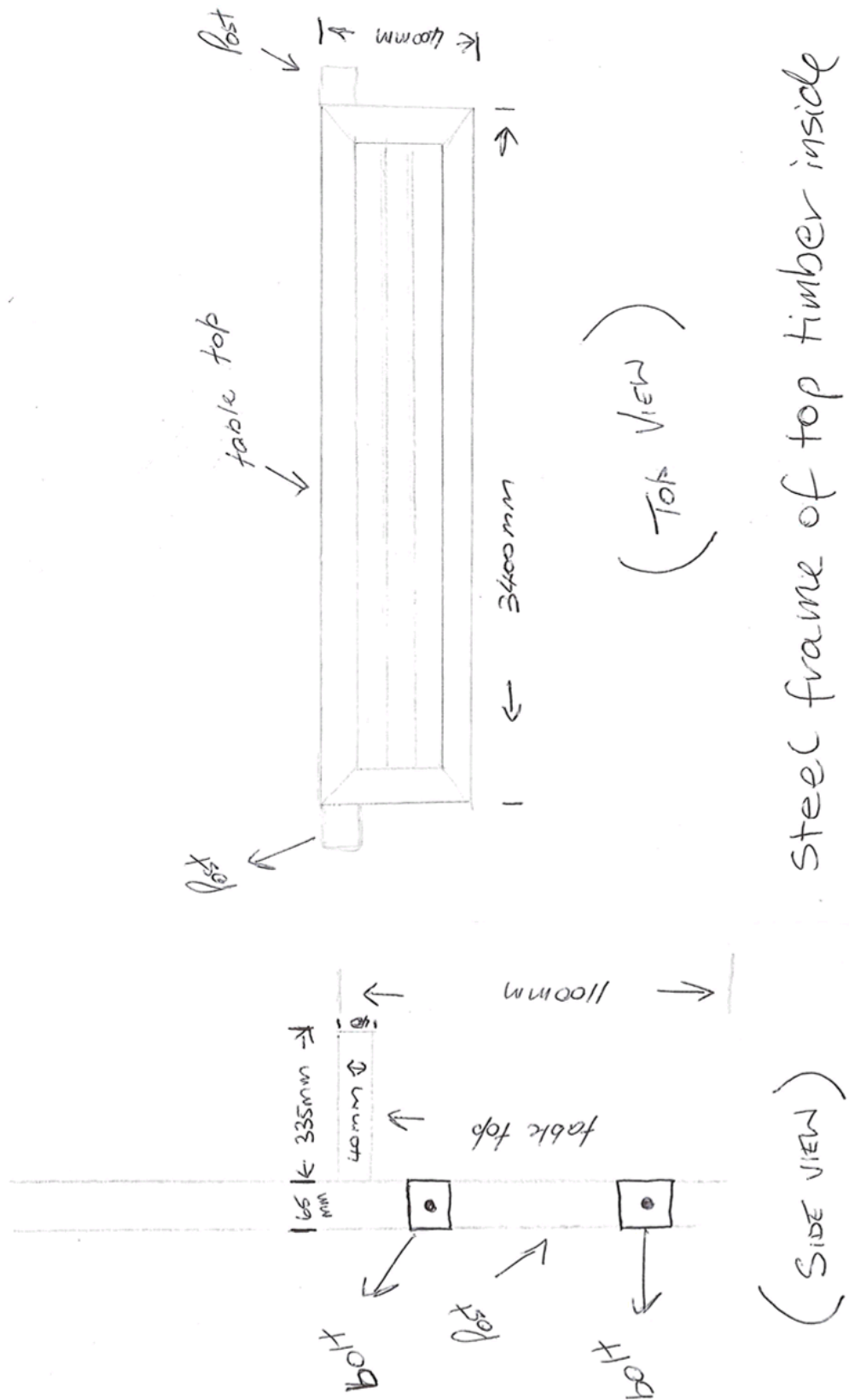
• **B64**

Your Business

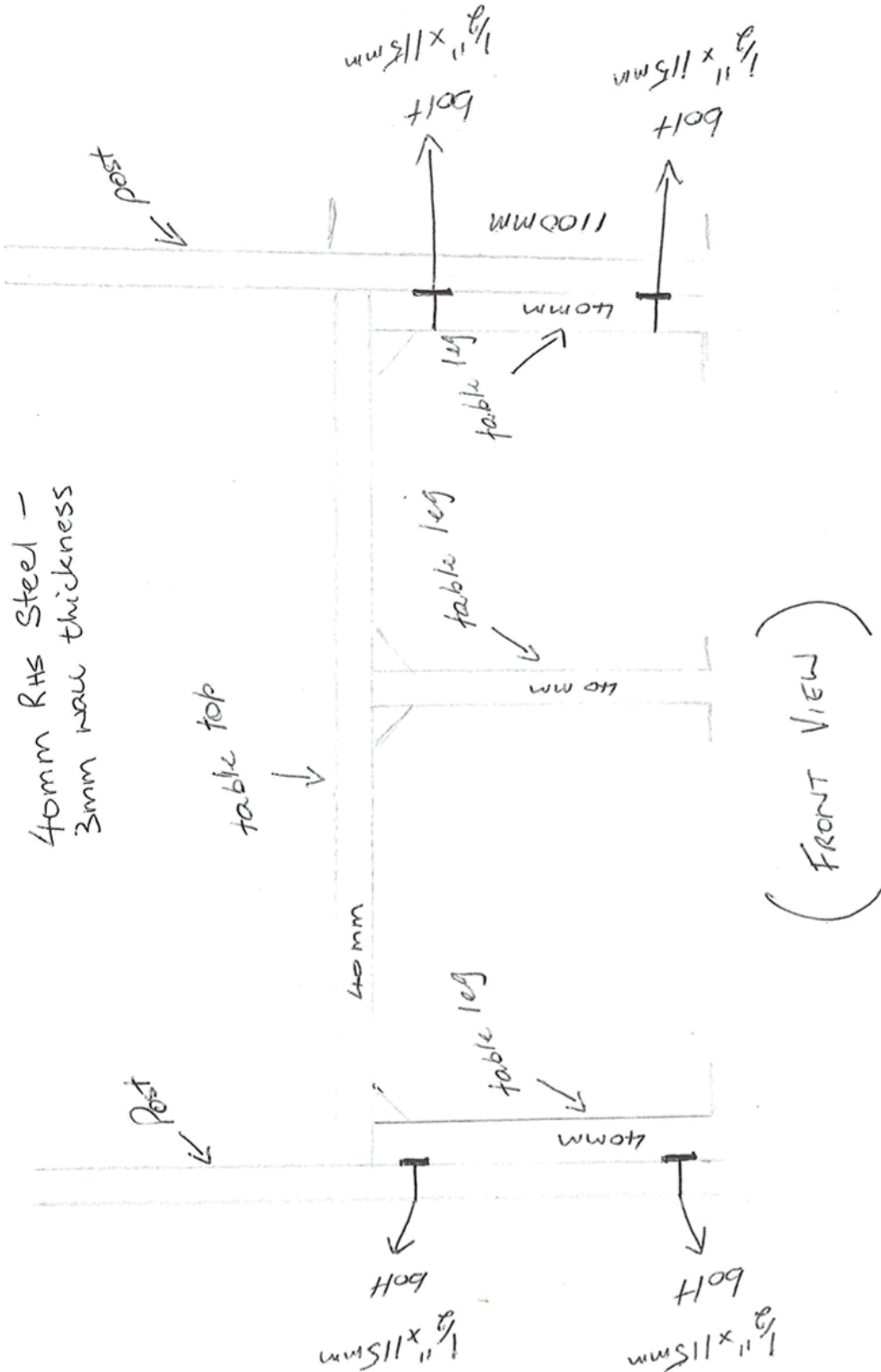
Your Business specified in the Schedule is more fully described as:

Primarily General Store including but not limited
to Independant Friendly Grocer, Mitre 10 Hardware
retailer & Eat In / Takeaway Cafe with Deep
Frying. Property Owner of Situation.

End of Certificate



steel frame of top timber inside



COUNCILLOR REPORT

Meeting: General 14 February 2018

Date: 8 February 2018

Item Number: 22.1

File Number: D18/11054

SUBJECT HEADING: Review of Road Safety - Carnvarvon Highway through Surat

Classification: Open Access

Author & Councillor's Title: Cr Wendy Newman

Executive Summary:

This report seeks Council's support of a community initiated approach to the Department for a review of road safety in Surat.

Councillor's Recommendation:

That Council:

1. Support requests to the Department of Transport and Main Roads (DTMR) to investigate and implement all possible options to improve safety on the Carnarvon Highway through the township of Surat.
2. Partner with DTMR when appropriate in the implementation of any identified strategies.

Background:

The Carnarvon Highway passes directly through Surat, serving as the main street (Burrowes Street) for the central business section of town. Residents have long believed that the designated speed (60 kph) is too fast, because of the general amount of pedestrian and local vehicle activity in that precinct during business hours, and because of the sharp left turn vehicles travelling south need to make at the corner of Burrowes and Cordelia Sts (Cobb and Co Changing Station Complex).

During Term 1 of Maranoa Regional Council this issue was raised during a regular officer level meeting with representatives of the Department of Transport & Main Roads (DTMR), which is responsible for this road. Consequently it was reported that DTMR engineers had done a review and found that the 60kph limit was appropriate.

Following her return to Council in March 2017, Cr Newman quickly identified that the speed limit was still of major concern to the residents, exacerbated by a perceived increase in traffic, particularly heavy vehicle and caravan traffic. The concern was mentioned by individuals and in community sessions including Surat Multi-Purpose Health Service Community Advisory Network meetings and Surat & District Development Association meetings.

These concerns have been informally raised with Adam Williams, District Director (South West), Program Delivery & Operations Branch, DTMR, in Surat on 18 January 2018. He was asked if there are now grounds for DTMR to review their management of that stretch of the Carnarvon Highway.

Cr Newman pointed out relevant issues, which included:

- Fisherman's Park on the northern side of the Surat Bridge, which during the tourist season can have 50 or more vans parked there each night. Surat is on the Great Inland Way, and is on the shortest route from Melbourne to Cooktown ensuring constant, significant traffic increases during that period.
- The skid marks on the southern side of the bridge where vehicles often have to brake suddenly – the bridge is technically two way, but most people avoid sharing it with trucks or caravans.
- The attractive distribution of tourist attractions and business premises along the Burrowes Rd stretch of the road which means there is constant movement of vehicles and pedestrians in that area.
- The visual clutter of gardens and signs at the Burrowes/Cordelia St intersection.
- The fuel station at that intersection, which significantly increase the risk factor in the event of a crash. Cr Newman identified that regular road train traffic through the town included cattle trucks, grain trucks, Toll transport trucks – usually 4 a day – numerous general freight trucks and at least 2 trucks per day transporting ammonia nitrate.
- The significant services/facilities in relation to the highway - e.g. ambulance station, child care centre, fire station, school and hospital.

Observations on that day included pedestrians crossing at the Burrowes/Charlotte Sts intersection, and one of our senior citizens driving past on his mobility scooter. A collection of letters from residents expressing their concerns and suggestions are attached to this report as Attachment 1.

Mr Williams has advised that Surat is scheduled to receive Town Entry Treatments in their current budget, which will give drivers greater warning that they are approaching a town.

He then explained that there are a number of criteria that would be taken into consideration in a review of this section of the highway, because it goes through a town. He contrasted this with the situation of the request from the Yuleba community for the speed limit on the Warrego Highway at Yuleba to be decreased. That road does not go through the town itself.

In Surat the criteria would also include any changes in local activity that impacts on the traffic flow or perceived risk. Information that Mr Williams found of note included:

- the opening of the long day care centre – students from there regularly cross at the Burrowes/Charlotte Sts intersection for activities at the Library, and walk along the highway for activities at the school.
- the Timber Crate moving from Cordelia St to the café extension at the New Royal Hotel in Burrowes St, which will mean increased traffic and parking around that area.
- the increased enrolment at Surat State School – up to 98 this year.

DTMR would also review its traffic counts for that stretch of the road, and would also do a more detailed traffic count during the tourist season.

There are a number of options that may be implemented to improve the safety of this section of the highway, not necessarily, or only, decreasing the speed limit – e.g. different types of signage, making the highway the priority road at the corner. These would be considered as part of the review.

Cr Newman also asked which entity provides signs advising that the speed limit in the built up area of a town is 50 kph unless otherwise signed. This is not understood by many Surat residents and visitors. Mr Williams advised they are put up by DTMR, usually only for larger towns, but he will look into it for Surat.

This report requests that Council support this community initiated approach to DTMR for a review of and improvement to road safety in Surat.

Consultation:

Department of Transport & Main Roads

Policy Implications:

Nil

Financial Resource Implications:

Nil

Supporting Documentation:

[1](#) Letters from Surat residents - Road Safety - Carnarvon Highway through Surat D18/11051

SDDA
The Hub
Surat, Qld, 4417

Adam Williams
District Director (South West)
Program Delivery & Operations Branch
Department of Transport and Main Roads
PO Box 126
Roma Qld 4455

Dear Mr Williams,

I am writing on behalf of the Surat and District Development Association to request that the Department of Transport and Main Roads decrease the speed limit on the Carnarvon Highway, from the bridge over the Balonne River on the northern entry to Surat to Alexander St on the southern side, from 60 kph to 50 kph.

The 60 kph speed allowed through the town area has long been a concern of residents, particularly for the section of the highway that travels along Burrowes St. There has been a fatal accident involving a truck which failed to take the corner at Burrowes St and Cordelia St. People often hear trucks braking suddenly as drivers realise they have to make a sharp left turn at a Give Way sign when travelling south at this corner.

This change has been requested in the past without success however the problem remains a very real concern, while the amount of traffic, particularly truck and caravan traffic, continues to increase.

This section of the highway passes through the main shopping and tourism section of Surat, past the school, and the fire station and the main access roads to the ambulance and the hospital.

We would appreciate your serious consideration of our request.

Yours Truly

Greg Richardson
President
Surat and District Development Association

To whom it may concern

My family live in Surat and are very concerned about the speed at which vehicles pass through town. At the present time the speed limit is 60 kph.

We truly believe that a decrease to 50 kph would make so much difference and be a lot safer for all concerned.

Please give this serious attention and consideration.

Thank you,

Mr Ian Duff and Mrs Tracy Duff

"Newstead"
SURAT QLD 4417

November 13 2017

Mrs Wendy Newman
88 William Street
SURAT QLD 4417

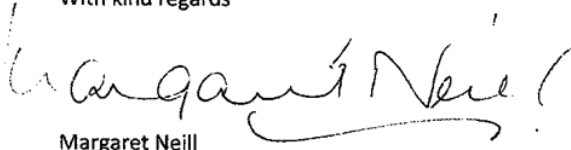
Dear Mrs Newman

Having lived in Brisbane for many years and returning to live in the Surat District, I have always been amazed that the speed limit through the town of Surat is 60KPH.

If the Department of Transport is unwilling to reduce the speed limit in this built up area perhaps the following intervention precautions could be considered:

1. Department of Transport signage advising that there is a GIVE WAY sign ahead thus giving cars/trucks/caravans ample time to adjust speed for the sharp left hand turn from the main street – Burrowes Street to Cordelia Street.
2. Speed bumps at the entrance to the town (Burrowes Street) another near MRC Council Offices and at the southern end of Cordelia Street – highway to St George. Unfortunately, it would also be necessary to add Speed Bumps to Charlotte Street to discourage 'rat running'.
3. Last but probably the least expensive option would be to reduce the speed to 50kph throughout the built up area. A time limit to adjust to the changes and then policing by our local law enforcers!

With kind regards



Margaret Neill

M & M T Bright

Karoola Park

Roma Q 4455

Adam Williams
District Director (South West)
Program Delivery & Operations Branch
Department of Transport and Main Roads
PO Box 126
Roma Qld 4455

Dear Mr Williams,

As members of the Surat community we are quite concerned about the speed of the traffic through the township of Surat.

All through traffic has to travel along the main street --- Burrows St -- make a very sharp turn into Cordelia St, those people who are not aware of this are suddenly confronted with a Give Way sign at this intersection.

The tourist season brings a high volume of caravans and motor homes travelling through the main street of Surat also with the increase in cropping in the area, brings an increase in large trucks using the roads in and around town.

We feel that the speed limit should be reduced to 50 km, commencing at Alexander St on the southern side and from the Balonne River Bridge on the northern side.

Another option could be the introduction of speed bumps in strategic locations along the route through town.

We urge the Department to give due consideration to what we believe is a very this serious problem.

Yours truly

Max & Marie Bright

Ian & Kate Rollinson

"Brynog"

SURAT QLD 4417

Adam Williams

District Director (South West)

Program Director & Operations Branch

Dep't Transport & Main Roads

P O Box 126

ROMA QLD 4455

Dear Adam,

I am writing on behalf of my husband & myself as concerned citizens of Surat and District in regards to the speed limit that is designated for the town area (mainly the thoroughfare through town).

Finally, I think the local people have had enough as the number of people we have spoken to who are very concerned with the safety of the main road through town and the speed that a lot of people travel through town has been brought to a head; not before time. Many people are worried that at some stage we are going to have a tragedy unless something is done about the speed limit.

I have spent many hours at the museum in town to see and hear what happens on the corner of Burrowes & Cordelia St and I must say many times I have held my breath waiting for a crash to happen. Amazes me how it hasn't happened. Sitting at the Coffee Shop is also another 'breath taking' experience at times; especially with trucks. Also I have spent time decorating the town every Christmas and it can be a real eye opener seeing what speed and what people do, with no regard to road signs either!!

May we suggest a very simple solution to the problem that we have seen overseas in lots of towns and it works extremely well.

- Put flat topped "speed bumps" at either end of town and then another one or two in the middle of the main streets. It is the most effective way of slowing "everyone" down. Please consider this option as it really does work.

We would appreciate your serious consideration into this matter as all we want is for the people (tourists & locals) who come to our little town to be able to come and go safely with no risks due to the speed of vehicles travelling through town.

Yours faithfully, Kate & Ian Rollinson.

Adam Williams
District Director (South West)
Program Delivery & Operations Branch
Department of Transport and Main Roads
PO Box 126
ROMA Q 4455

Dear Mr Williams

I am writing to you to request that the Department of Transport and Main Roads consider decreasing the speed limit on the Carnarvon highway, from the Balonne River Bridge on the northern side of Surat to Alexander St on the Southern side, from 60kph to 50kph.

The highway in question passes the main business area of the town as well as our local school and fire station. Vehicles are often travelling this stretch of road at speed and could well do to slow down when entering our small town.

I am a long time resident of Surat, having lived here all my life, and have seen a marked increase in the traffic along Burrowes Street over the years, particularly since our community established the Cobb & Co Changing Station complex, on the corner of Burrowes & Cordelia Streets, as a tourist attraction in 1997.

My husband and I volunteer at our local community museum on weekends and we often see and hear vehicles failing to negotiate this intersection in a safe manner. Some go straight through the intersection without giving way, some are just simply travelling too fast and need to brake suddenly when they realise there is a give way sign in place. There has been a fatal accident at this intersection with a young man losing his life when his truck failed to negotiate the corner – a member of a local family.

With no safe crossing adjacent to the school further along this highway there is a very great risk to our local school children as they are arriving at and leaving school.

I am offering my strong support to the request to have the speed limit reduced, a request that has been rejected in the past. I can only hope that your Department gives serious consideration to this request and sees this as an opportunity to make our small town a safer place for everyone.

Yours truly

Desley Weinert

Adam Williams
District Director (South West)
Program Delivery & Operations Branch
Department of Transport and Main Roads
PO Box 126
ROMA Q 4455

Dear Mr Williams

I am writing to you as a concerned Surat resident to request that the Department of Transport and Main Roads consider a decrease in the speed limit on the Carnarvon highway, from the Balonne River Bridge on the northern entry to Surat to Alexander St on the Southern side, from 60kph to 50kph.

I work at the Cobb & Co Changing Station on the corner of Burrowes & Cordelia Street and witness a great deal of traffic using this road/intersection on a daily basis.

I have seen many heavy vehicles come down this road at a speed that I personally deem unnecessary and excessive for their surrounds.

I have also witnessed on a number of occasions vehicles failing to give way at that intersection. One heavy vehicle took two extra blocks to slow down to an acceptable speed at which the driver could then choose a new route back to the main highway. On another such occasion a heavy vehicle failed to give way at 3.15pm – I would hate to think what the result would have been should a Mum who had just picked her children up from our local school have encountered this heavy vehicle at this intersection. I have also witnessed numerous occasions when trucks have had to apply their brakes very late to allow other traffic with right of way to continue on – on several of these occasions these trucks have entered the intersection before stopping.

It is not only heavy vehicles that have been at fault though – motor vehicles and caravaners have also failed to give way at this intersection. The sound of brakes or a vehicle travelling at speed down our main street is a weekly, if not daily, occurrence. I have worked at this venue for seventeen years and could not begin to count the number of times that I have borne witness to what I believe to be “unnecessary driver errors” as a result of speed.

I am therefore offering my strong support to a community driven request to have the speed limit reduced and hope that your Department will give serious consideration to this request.

Yours truly

Joanna Weinert