

NOTICE OF MEETING & AGENDA

Ordinary Meeting

Wednesday 6 March 2024

Roma Administration Centre

NOTICE OF MEETING

Date: 29 February 2024

Mayor:

Councillor T D Golder

Deputy Mayor:
Councillors:

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

Chief Executive Officer:

Edwina Marks

Executive Management:

Erik Lambert – Director Corporate Services
Stephen Scott – Director Bendemere
Seamus Batstone – Director Booringa
Lee Jackson – Director Bungil
Thea Griffin – (Acting) Director - Regional Development,
Environment and Planning
Dean Ellwood – Director Roma
Mathew Gane – Director Warroo

Attached is the agenda for the **Ordinary Meeting** to be held at the Roma Administration Centre on **6 March, 2024 at 9.00AM.**



Edwina Marks
Chief Executive Officer

TABLE OF CONTENTS

Item No	Subject	
1	Welcome	
2	Attendances	
3	Confirmation of Minutes	
	Ordinary 28 February 2024	3
4	Declaration of Conflicts of Interest	
5	On the Table	
6	Presentations/Petitions and Deputations	
7	Consideration of notices of business	
8	Consideration of notices of motion	
9	Reception of notices of motion for next meeting	

Reports

10	Office of the CEO	
	10.1 Roma Saleyards - Water Bubbler	26
	Prepared by: General Manager - Saleyards	
	10.2 Protection of Airspace Renewable Energy	30
	Prepared by: Chief Executive Officer	
	10.3 Maranoa Childcare Bursaries Program	34
	Prepared by: Chief Executive Officer	
11	Corporate Services	
12	Engineering	
13	Reports - Local Area Directors	
	13.1 Cobb and Co Changing Station Coach - Request for Asset Changes	39
	Prepared by: Director - Warroo	
14	Regional Development	
	14.1 Applications through Regional Arts Development Fund (RADF) Program 2023/2024.....	45
	Prepared by: Regional Arts and Culture Officer	

14.2	Material Change of Use to establish a "Food and Drink Outlet" (Drive Through Coffee) at 41 Quintin Street, Roma (Ref: 2023/20962)	49
	Prepared by: Manager – Planning, Building & Development Services	
	Attachment : 2023/20962 - MCU Food Drink Outlet and OPW Adv Sign - Proposal Plans.....	84
14.3	NRMA Electric Vehicle Charging Station for Roma	93
	Prepared by: Manager - Regional Economic & Community Development	
	Attachment : Incoming Correspondence	SF14/1726

D24/19

Status Reports

Next General Meeting

- To be held at the Roma Administration Centre on 10 April 2024.

Confidential Items

In accordance with the provisions of section 254J(3) of the *Local Government Regulation 2012*, a local government may resolve to close a meeting to the public to discuss confidential items that it's Councillors or members consider it necessary to close the meeting.

C Confidential Items

- C.1 Overdue Natural Gas Accounts - Commencement of Legal Action**
Classification: Closed Access
 Local Government Regulation 2012 Section 254J(3)(e) legal advice obtained by the local government or legal proceedings involving the local government including, for example, legal proceedings that may be taken by or against the local government.
- C.2 Nomination of Projects - Community Energy Upgrades Fund Round 1**
Classification: Closed Access
 Local Government Regulation 2012 Section 254J(3)(i) a matter the local government is required to keep confidential under a law of, or formal arrangement with, the Commonwealth or a State.
- C.3 Memorial Wall - Nomination**
Classification: Closed Access
 Local Government Regulation 2012 Section 254J(3)(f) matters that may directly affect the health and safety of an individual or a group of individuals.

Councillor Business

15 Councillor Business

Closure

MINUTES OF THE ORDINARY MEETING OF MARANOA REGIONAL COUNCIL HELD AT ROMA ADMINISTRATION CENTRE ON 28 FEBRUARY 2024 SCHEDULED TO COMMENCE AT 9.00AM

ATTENDANCE

Mayor Cr. T D Golder chaired the meeting with, Deputy Mayor Cr. G B McMullen, Cr. J R P Birkett, Cr. M C Edwards, Cr. J L Guthrie, Cr. J M Hancock, Cr. W L Ladbrook, Cr. C J O'Neil, Cr. W M Taylor, Chief Executive Officer – Edwina Marks, and Kelly Rogers Minutes Officer in attendance.

AS REQUIRED

Director Bendemere – Stephen Scott, Director Roma – Dean Ellwood, Director Warroo – Mathew Gane, Director Bungil – Lee Jackson, Director Corporate Services – Erik Lambert, Director Booringa – Seamus Batstone, Deputy Director / Strategic Road Management – Cameron Hoffmann, Manager – Planning & Development – Kate Swepson, Operations Manager – Finance – Dee Sullivan, Lead Facility Management Officer – Leah Cooper, Management Accountant – Ramoncito Cruz, Lead Rates and Utilities Billing Officer – Debbie Gelhaar, Local Development Officer Booringa – Jane Fenton.

WELCOME

The Mayor welcomed all present and declared the meeting open at 9.04am.

CONFIRMATION OF MINUTES

Resolution No. OM/02.2024/31

Moved Cr Guthrie

Seconded Cr Birkett

That the minutes of the Ordinary Meeting held on 14 February 2024 be confirmed, including the following amendment-

Item 17.1 - 4G Rollout to Maranoa Communities (Resolution No. OM/02.2024/32)

- **Update the 'mover' of this motion from Cr Birkett to Cr Guthrie.**

CARRIED

8/1

(Cr Hancock elected to abstain from voting as she was an apology for the meeting)

ON THE TABLE

Item Number:

5.1

File Number: D24/9883

SUBJECT HEADING:

APPLICATION FOR PERMANENT ROAD CLOSURE LOT A ON AP16331

Location:

Edward Street Jackson

Applicant:

Leon Elder

Officer's Title:

Administration Officer - Regional Pools, Buildings & Structures

Executive Summary:

Council has received an application from Leon Elder for a permanent road closure, Lot A on AP16331. Which is a Strata Parcel surrounded by land owned by Mr Elder. Located on the Western side of Jackson off the Warrego Highway.

Resolution No. OM/02.2024/33	
Moved Cr Ladbrook	Seconded Cr McMullen
That Council:	
<ol style="list-style-type: none"> 1. Offer no objection to the permanent Road Closure of Lot A on Ap16331. 2. Authorise the Chief Executive Officer (or delegate) to sign all relevant documentation necessary. 	
CARRIED	9/0

Responsible Officer	Administration Officer - Regional Pools, Buildings & Structures
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CONSIDERATION OF NOTICES OF MOTION

Item Number:	8.1	File Number: D24/15726
SUBJECT HEADING:	AMBY CEMETERY AND OUTBACK GRAVES PROGRAM	
Councillor's Title:	Cr. Tyson Golder	

Executive Summary:

This is a notice of motion to provide financial support for the Amby Cemetery as well as funding for regional plaques.

Resolution No. OM/02.2024/34	
Moved Cr Birkett	Seconded Cr Ladbrook
That Council:	
<ol style="list-style-type: none"> 1. Provide a financial donation for the amount of \$3,000 to the Outback Graves Group (lead Jane Wilson) for plaques and other auxiliary fitting for graves across the Maranoa to be funded from Sponsorships and Donations G/L 2887.2249. 2. Endorse \$5,000 as a financial co-contribution to the Amby Cemetery project (\$1,000 for plaques, balance for the shelter) be funded from Sponsorships and Donations G/L 2887.2249. 3. Acknowledge that Council has provided \$3,000 in-kind assistance in January 2024 for machinery access, laying of crusher dust and gravel works associated with the project. 4. Work with Jane Wilson on the proposal from Outback Graves about a region wide program that could be supported in future years. 5. Congratulate Sandra Allen, Coral Beitz, Jane Wilson and all other volunteers for their efforts in unmarked grave identification so that the heritage of Maranoa residents can be preserved. 	
CARRIED	9/0

Responsible Officer	Office of the Mayor
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Item Number: 8.2 **File Number:** D24/15740
SUBJECT HEADING: ACCESS ROADS AND EXCLUSION FENCING AS PART OF BIOSECURITY PLANNING
Location: Amby
Councillor's Title: Cr. Tyson Golder

Executive Summary:

This notice of motion requested that council consider additional options for clearing on roads and stock routes adjacent to exclusion fencing.

Resolution No. OM/02.2024/35

Moved Cr Golder

Seconded Cr Birkett

That Council recommend to the new Council amending the Biosecurity plan to include construction of a wider access track for government staff to inspect exclusion fencing.

[Cr O'Neil put forward an amendment, which was accepted by the 'mover' and 'seconded'].

CARRIED

9/0

Responsible Officer

(Acting) Director – Regional Development, Environment and Planning

Item Number: 8.3 **File Number:** D24/15803
SUBJECT HEADING: AMENDMENT OF RESOLUTION CWA AMBY AGREEMENT
Officer's Title: Chief Executive Officer
 Lead Facility Management Officer

Original Resolution Meeting Date: 13 April 2022
Original Resolution Number: OM/04.2022/16

Original Resolution:
 Resolution No. OM/04.2022/16

1. Note and endorse the 'Spin a Yarn Information Hub' in Amby.
2. Endorse the use of the hall for the project and offer a new lease to the combined committee (Amby Progress Association and Amby QCWA Branch joint committee) to document the responsibilities of both parties, at peppercorn rates.
3. Advise the committee that provision of access to the Hall by vehicles must comply with all conditions of the Department of Transport and Main Roads (Qld).
4. Advise the committee that provision of food from the Hall must comply with the provisions of the Food Act and Regulations.
5. Consider allocating \$10,000 in the 2022/23 budget to provide 'in-kind' assistance to the Amby Progress Association and Amby QCWA branch joint committee.

Moved Cr McMullen

Seconded Cr Birkett

That Council amend Resolution Number OM/04.2022/16 to read as follows:

That Council:

1. Note and endorse the 'Amby Spin a Yarn Information Hub' in Amby.
2. Endorse the use of the hall for the project and offer a new management agreement to the Amby QCWA Branch and document responsibilities, at peppercorn rates.
3. Advise the committee that provision of access to the Hall by vehicles must comply with all conditions of the Department of Transport and Main Roads (Qld).
4. Advise the committee that provision of food from the Hall must comply with the provisions of the Food Act and Regulations.

NO VOTE TAKEN

Resolution No. OM/02.2024/36

Moved Cr Birkett

That this lay on the table until later in the meeting [*To confirm group name referenced in point 1*].

CARRIED

9/0

BUSINESS

OFFICE OF THE CEO

Item Number:

10.1

File Number: D24/12710

SUBJECT HEADING:

ALGA CONFERENCE MOTIONS 2024

Location:

Canberra ACT

Officer's Title:

Chief Executive Officer

Executive Summary:

A call out for motions has been made by Australian Local Government Association (Alga) for the 2024 conference. The deadline for submissions is 29 March 2024.

Resolution No. OM/02.2024/37

Moved Cr McMullen

Seconded Cr Guthrie

That Council:

1. Receive and note the report.
2. Delegate to the Chief Executive Officer to circulate proposed motions and submit to the Australian Local Government Association (ALGA) deadline on behalf of Council by the due date.
3. Write to ALGA with regard to progress to date of the conference motions for 2022/23 and be provided future reports on annual motions.

CARRIED

9/0

Responsible Officer

Chief Executive Officer

CORPORATE SERVICES

Item Number: 11.1

File Number: D24/7943

SUBJECT HEADING:

MONTHLY FINANCIAL REPORT AS AT 31 JANUARY 2024

Officer's Title:

Management Accountant

Executive Summary:

The purpose of this report is for the Chief Executive Officer to present the monthly financial report to Council in accordance with section 204 of the Local Government Regulation 2012 for the period ended 31 January 2024.

Resolution No. OM/02.2024/38

Moved Cr Edwards

Seconded Cr Birkett

That Council receive and note the Monthly Financial Report for the period ended 31 January 2024.

CARRIED

9/0

Item Number: 11.2

File Number: D24/15557

SUBJECT HEADING:

RISK REGISTER AND RISK APPETITE STATEMENTS

Officer's Title:

Director - Corporate Services

Executive Summary:

Maranoa Regional Council have now completed the engagement to review and refresh the whole of Council Risk Register and Risk Appetite Statements. This report presented the outcomes from this engagement.

Moved Cr Ladbrook	Seconded Cr Edwards
That Council:	
<ol style="list-style-type: none"> 1. Adopt the Risk Appetite Statements. 2. Adopt the RAS Measurement and Reporting framework against the Risk Appetite in Future. 3. Receive and note the revised Risk Register snapshot. 	
NO VOTE TAKEN	

No vote was taken on the draft motion at that time, with mayor Golder proposing the following procedural motion:

Resolution No. OM/02.2024/39	
Moved Cr Golder	
That this lay on the table until later in the meeting [to find out if Council can legally adopt this document in Caretaker period].	
CARRIED	9/0

Item Number: 11.3 **File Number:** D23/104174

SUBJECT HEADING: NATURE STRIP (FOOTPATH) / ROAD VERGE MOWING REBATE POLICY

Officer's Title: Lead Rates and Utilities Billing Officer / System Administrator

Executive Summary:

The purpose of this policy is to provide a rebate to owners / residents where they maintain the nature strip/footpath adjoining their property, provide supporting documentation and apply for the rebate.

Resolution No. OM/02.2024/40	
Moved Cr Golder	Seconded Cr Birkett
That this matter be deferred until the new term of Council for consideration.	
CARRIED	9/0

Responsible Officer	Lead Rates and Utilities Billing Officer / System Administrator
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REPORTS - LOCAL AREA DIRECTORS

Cr Edwards left the meeting at 10.13am and returned at 10.14am.

Item Number: 13.1 **File Number:** D24/15599

SUBJECT HEADING: LOCAL AREA DIRECTOR & CEO MONTHLY REPORTS | DECEMBER 2023 & JANUARY 2024

Location: Regional

Officer's Title: Director Roma

Executive Summary:

Local Area Director and Chief Executive Officer Reports were presented for the months of December 2023 and January 2024.

Resolution No. OM/02.2024/41

Moved Cr Golder

Seconded Cr McMullen

That Council receive and note the Local Area Director & Chief Executive Officer monthly reports for December 2023 and January 2024.

CARRIED

9/0

Responsible Officer

Director Roma

MOTION WITHOUT NOTICE
Resolution No. OM/02.2024/42

Moved Cr Golder

Seconded Cr Guthrie

That Council receive a report in relation to tanks to be located at the Warroo Sporting Complex in Surat with an approximate additional storage capacity of 20,000 gallons to benefit the Warroo Sporting Group users, Cobb & Co Festival and the town of Surat.

CARRIED

9/0

Responsible Officer

Director - Warroo

COUNCIL ADJOURNED THE MEETING
 FOR MORNING TEA AT 10.33am

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

Cr O'Neil was not present at the resumption of Standing Orders.

Item Number: 13.2 **File Number:** D24/15753

SUBJECT HEADING: GREAT ARTESIAN SPA COMPLEX PROPOSED CHANGES TO CHLORINATION SYSTEM

Officer's Title: Director - Booringa

Executive Summary:

The Booringa Action Group has proposed modernisation of the Chlorination system used at the Great Artesian Spa complex. The proposed chlorination system will be safer to operate and has significantly lower ongoing operating costs than the current system.

Moved Cr Golder

Seconded Cr Birkett

That Council:

1. Receive and note the report.
2. Approve capital costs for the installation of new chlorination equipment and salt storage *shed* at the Great Artesian Spa Complex.
3. Fund \$4,700.00 for the storage from GL 06231.6014 – Parks and Gardens capital works.
4. Fund the balance of \$5,880.00 for the new chlorination equipment from GL 06501.6014 Mitchell Pool capital works.
5. Consult with Booringa Action Group to explore the use of magnesium salt or like if Booringa Action Group believe it's the best option (even if more expensive).

NO VOTE TAKEN

No vote was taken of the draft motion at that time, with Mayor Golder proposing the following procedural motion:

Resolution No. OM/02.2024/43

Moved Cr Golder

That this lay on the table until later in the meeting [to clarify with Booringa Action Group if a different system is required for the use of magnesium].

CARRIED

8/0

Item Number: 13.3 **File Number:** D24/15804

SUBJECT HEADING: SURAT POOL ASSET REPLACEMENT

Location: Warroo Local Area

Applicant: M Gane

Officer's Title: Director - Warroo

Executive Summary:

The Surat Pool has had a series of asset purchases this year that were not planned but are essential to maintaining service levels at the facility. This report outlined the costs of those asset replacements and source of funds as capital.

Resolution No. OM/02.2024/44

Moved Cr Ladbrook

Seconded Cr Edwards

That Council:

1. Receive and note the report.
2. Endorse the purchase of a pump and LED lights for the total amount of \$16,025 ex GST to be sourced from savings from the Surat Pool First Aid Room Project (Work Order 24524) as part of the 2023.24 capital works budget.

CARRIED

8/0

Responsible Officer

Director - Warroo

**COUNCIL ADJOURNED THE MEETING
FOR A BRIEF RECESS AT 11.21am**

**SUBJECT HEADING: RESUMPTION OF STANDING ORDERS
COUNCIL RESUMED THE MEETING AT 11.22am**

REGIONAL DEVELOPMENT

Item Number:

14.1

File Number: D24/15802

SUBJECT HEADING:

YINGERBAY BORE PROGRESS REPORT

Location:

Yingerbay

Officer's Title:

Chief Executive Officer

Executive Summary:

This report provided an update to Council on the Yingerbay bore.

Resolution No. OM/02.2024/45

Moved Cr McMullen

Seconded Cr Birkett

That Council:

1. Receive and note the report.
2. Acknowledge this report partly enacts resolution OM/09.2023/15.

CARRIED

8/0

Responsible Officer

Chief Executive Officer

Declaration of Interest

Item	14.2
Description	Minor Change to existing Development Permit - Material Change of Use - "Undefined Use" (Ref: 2022/20698)
Declaring Councillor	Cr Wayne (George) Ladbrook
Person with the interest Related party / close associate / other relationship	My son's fiancé – Georgia Brown
Particulars of Interest	Georgia is charge of catering arrangements and staff at <i>Western Queensland Spirit</i> .
Type of conflict	Declarable conflict of interest
Action	Leave the room while the matter is discussed and voted on.

Cr Ladbrook left the meeting at 11.26am.

Item Number: 14.2 **File Number:** D24/16345

SUBJECT HEADING: **MINOR CHANGE TO EXISTING DEVELOPMENT PERMIT - MATERIAL CHANGE OF USE - "UNDEFINED USE" (REF: 2022/20698)**

Officer's Title: **Manager – Planning, Building & Development Services**

Executive Summary:

McFellowes Distilling Pty Ltd T/A Western Queensland Spirit has submitted a Minor Change application in relation to the existing Development Approval issued for an "Undefined Use" (Distillery, Cellar Door, Function Facility and Short-term Accommodation) at 50 Bungeworgorai Lane, Roma.

The applicant wishes to change the conditions in relation to the number of events, operating hours and increase the scale of the accommodation use.

In assessing and determining the application, Council must have regard to the assessment benchmarks provided by Section 81 of the Planning Act 2016. The Planning Act 2016 sets out the procedural requirements for the minor change application process. The proposed change is not considered to result in substantially different development and is therefore supported.

Resolution No. OM/02.2024/46

Moved Cr Golder

That this lay on the table until later in the meeting [for Councillors to receive all of the customer requests in relation to the address and feedback from residents in relation to their concerns before deciding this minor change].

CARRIED

7/0

Section 150F A (2)(e) of the Local Government Act 2009

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

Name of each eligible councillor who voted on the matter:

Cr. John Birkett, Cr. Mark Edwards, Cr. Tyson Golder, Cr. Julie Guthrie, Cr. Johanne Hancock, Cr. Geoff McMullen, Cr. Wendy Taylor.

How each eligible councillors voted:

Each councillor voted in favour of the motion.

At cessation of discussion and decision on the abovementioned item, Cr Ladbrook returned to the meeting at 11.28am.

COUNCILLOR BUSINESS

Item Number: 17.1 **File Number:** D24/15730

SUBJECT HEADING: SECURITY OF REGIONAL COMMUNITY HALLS

Councillor's Title: Cr. Tyson Golder

Executive Summary:

This report requested that a report be prepared for an upcoming Council meeting in relation to security for the Amby Hall.

Moved Cr Golder

Seconded (Not called)

That a report be prepared outlining the costs of internal and external security cameras for the Amby Hall to the next meeting.

NO VOTE TAKEN

Resolution No. OM/02.2024/47

Moved Cr Golder

That this lay on the table [until later in the meeting to find out where the project could be funded from if supported].

CARRIED

8/0

LATE ITEMS

Cr O'Neil returned to the meeting at 11.34am.

Item Number: L.1 **File Number:** D24/18508

SUBJECT HEADING: OAP ACCOMMODATION UNITS, ANN STREET, MITCHELL

Councillor's Title: Cr. Tyson Golder

Executive Summary:

This notice of motion requests that Council consider raising interest in the OAP units in Mitchell and the potential for a licence arrangement so that a social enterprise project may be considered to convert these to temporary accommodation.

Resolution No. OM/02.2024/48

Moved Cr Golder

Seconded Cr Birkett

That Council:

1. Seek expressions of interest from the public [*for potential use of available OAP units in Mitchell*] to allow for the potential development of a social enterprise project at a peppercorn rental.
2. Confirm Booringa Action Group's intention for use of the middle cottage for possible inclusion [*in the calling of expressions of interest*], dependent on their response.
3. Authorise the Chief Executive Officer or delegate to negotiate an appropriate agreement to be brought back to Council for consideration.

[Motion updated a number of times following progressing discussions].

CARRIED

9/0

Responsible Officer

Director Booringa

Item Number:

L.2

File Number: D24/18472

SUBJECT HEADING:

GRAVE MAINTENANCE AND SUBSIDENCE ISSUES

Officer's Title:

Director Roma

Executive Summary:

This report provided information to Council regarding the Roma Lawn Cemetery issues encountered on Row 18 of the Lawn Cemetery including actions being taken.

Resolution No. OM/02.2024/49

Moved Cr Golder

Seconded Cr Hancock

That Council:

1. Receive and note the Officer's report as presented.
2. Implement the various measures outlined in the officer's report.
3. Write to the resident to apologise (on behalf of Council) for the distress caused and to confirm the actions Council will undertake to address the issues.

CARRIED

9/0

Responsible Officer

Director Roma

**COUNCIL ADJOURNED THE MEETING
FOR A BRIEF RECESS AT 12.04pm**

**SUBJECT HEADING: RESUMPTION OF STANDING ORDERS
COUNCIL RESUMED THE MEETING AT 12.09pm**

Cr Ladbrook was not present at the resumption of standing orders.

Cr Ladbrook returned to the meeting at 12.10am.

Item Number: 8.3 **File Number:** D24/15803

SUBJECT HEADING: **AMENDMENT OF RESOLUTION CWA AMBY AGREEMENT**

Officer's Title: **Chief Executive Officer
Lead Facility Management Officer**

Original Resolution Meeting Date: **13 April 2022**
Original Resolution Number: **OM/04.2022/16**

*Original Resolution:
 Resolution No. OM/04.2022/16*

1. *Note and endorse the 'Spin a Yarn Information Hub' in Amby.*
2. *Endorse the use of the hall for the project and offer a new lease to the combined committee (Amby Progress Association and Amby QCWA Branch joint committee) to document the responsibilities of both parties, at peppercorn rates.*
3. *Advise the committee that provision of access to the Hall by vehicles must comply with all conditions of the Department of Transport and Main Roads (Qld).*
4. *Advise the committee that provision of food from the Hall must comply with the provisions of the Food Act and Regulations.*
5. *Consider allocating \$10,000 in the 2022/23 budget to provide 'in-kind' assistance to the Amby Progress Association and Amby QCWA branch joint committee.*

Resolution No. OM/02.2024/50

Moved Cr McMullen

Seconded Cr Birkett

That Council amend Resolution Number OM/04.2022/16 to read as follows:

That Council:

1. **Note and endorse the 'Amby Spin a Yarn Information Hub' in Amby.**
2. **Endorse the use of the hall for the project and offer a new management agreement to the Amby QCWA Branch and document responsibilities, at peppercorn rates.**
3. **Advise the committee that provision of access to the Hall by vehicles must comply with all conditions of the Department of Transport and Main Roads (Qld).**
4. **Advise the committee that provision of food from the Hall must comply with the provisions of the Food Act and Regulations.**

CARRIED

9/0

Responsible Officer

Chief Executive Officer

Item Number: 13.2 File Number: D24/15753

SUBJECT HEADING: GREAT ARTESIAN SPA COMPLEX PROPOSED CHANGES TO CHLORINATION SYSTEM

Officer's Title: Director - Booringa

Executive Summary:

The Booringa Action Group has proposed modernisation of the Chlorination system used at the Great Artesian Spa complex. The proposed chlorination system will be safer to operate and has significantly lower ongoing operating costs than the current system.

This item had been laid on the table earlier during the meeting awaiting further information from Booringa Action group regarding the chlorination system and budget arrangements. This to hand, Council resumed its deliberations.

Resolution No. OM/02.2024/51

Moved Cr Golder

Seconded Cr Birkett

That Council:

1. Receive and note the report.
2. Approve capital costs for the installation of new chlorination equipment and salt storage shed at the Great Artesian Spa Complex.
3. Fund \$4,700.00 for the storage from General Ledger 06231.6014 – Parks and Gardens capital works.
4. Fund the balance of \$5,880.00 for the new chlorination equipment from General Ledger 06501.6014 Mitchell Pool capital works.

CARRIED

9/0

Responsible Officer

Director - Booringa

CONFIDENTIAL ITEMS

Resolution No. OM/02.2024/52

Moved Cr O'Neil

Seconded Cr Birkett

In accordance with the provisions of section 254J(3) of the *Local Government Regulation 2012*, that Council resolve to close the meeting to the public [at 12.18pm] to discuss confidential items that its Councillors consider is necessary to close the meeting.

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

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

Agenda Item	Matters to be discussed (Reasons to close the meeting under the <i>Local Government Regulation 2012</i>)	Overview
C.1 – Nomination of Projects – Disaster Ready Fund Round Two (2024-25)	Section 254J(3)(i) a matter the local government is required to keep confidential under a law of, or formal arrangement with, the Commonwealth or a State.	Maranoa Regional Council is eligible to submit applications for funding under the Australian Government’s Disaster Ready Fund. This report provides an overview of the program and recommends projects to be submitted under the program.
C.2 – Request for Sponsorship	Section 254J(3)(g) negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government.	A request has been received from Golf Australia for sponsorship of the Outback Queensland Masters for 2025.
C.3 – Resumption of Rates: Sale of Land Update	Section 254J(3)(e) legal advice obtained by the local government or legal proceedings involving the local government including, for example, legal proceedings that may be taken by or against the local government.	The purpose of this report is to provide Council with an update on the status of the properties that have started the Sale of Land process.
C.4 – Request for Waiver of Fees – 11003688	Section 254J(3)(e) legal advice obtained by the local government or legal proceedings involving the local government including, for example, legal proceedings that may be taken by or against the local government, AND (e) rating concessions.	Correspondence has been received from the respective ratepayer requesting a waiver of additional fees for the applicable rate assessment.
C.5 – Exclusion from Roma Landfill Waste Facility	Section 254J(3)(e) legal advice obtained by the local government or legal proceedings involving the local government including, for example, legal proceedings that may be taken by or against the local government.	This report requests council consider exclusion of access to the Roma Landfill for a number of residents.
LC.1 – Budget Amendment of 2023-24 Capital Works Program –	Section 254J(3)(c) the local government’s budget.	This report presents amendments to the current 2023-24 capital works programs and provides an overview of the projects and costs to address current issues.

Campbell Park Reservoir Replacement and Roma Airport Water Main Upgrades		
CARRIED		9/0

Cr O'Neil left the meeting at 1.04pm, and returned at 1.05pm.

COUNCIL ADJOURNED THE MEETING
FOR LUNCH AT 1.07pm

SUBJECT HEADING: RESUMPTION OF STANDING ORDERS
COUNCIL RESUMED THE MEETING AT 2.10pm

Cr O'Neil left the meeting at 2.30pm, and returned at 2.32pm.

Resolution No. OM/02.2024/53	
Moved Cr O'Neil	Seconded Cr McMullen
That Council open the meeting to the public [at 2.45pm].	
CARRIED	
9/0	

COUNCIL ADJOURNED THE MEETING
FOR A BRIEF RECESS AT 2.45pm

SUBJECT HEADING: RESUMPTION OF STANDING ORDERS
COUNCIL RESUMED THE MEETING AT 2.49pm

Item Number: 11.2 **File Number:** D24/15557

SUBJECT HEADING: RISK REGISTER AND RISK APPETITE STATEMENTS

Officer's Title: Director - Corporate Services

Executive Summary:

Maranoa Regional Council have now completed the engagement to review and refresh the whole of Council Risk Register and Risk Appetite Statements. This report presented the outcomes from this engagement.

This item had been laid on the table earlier during the meeting, pending further information regarding requirements in considering this matter during Caretaker period. This information to hand, Council resumed its deliberations.

Resolution No. OM/02.2024/54
Moved Cr Ladbrook
Seconded Cr Edwards
That Council withdraw the draft motion [stating]–
That Council:

- 1. Adopt the Risk Appetite Statements.***
- 2. Adopt the RAS Measurement and Reporting framework against the Risk Appetite in Future.***
- 3. Receive and note the revised Risk Register snapshot.***

CARRIED

9/0

Resolution No. OM/02.2024/55
Moved Cr Ladbrook
Seconded Cr Birkett
That Council defer a decision on the matter until the new term of Council.

CARRIED

9/0

Responsible Officer
Director – Corporate Services

Having previously declared an interest in the following item, Cr Ladbrook left the meeting at 2.53pm.

Item Number:
14.2
File Number: D24/16345
SUBJECT HEADING:
MINOR CHANGE TO EXISTING DEVELOPMENT PERMIT - MATERIAL CHANGE OF USE - "UNDEFINED USE" (REF: 2022/20698)
Officer's Title:
Manager – Planning, Building & Development Services
Executive Summary:

McFellowes Distilling Pty Ltd T/A Western Queensland Spirit has submitted a Minor Change application in relation to the existing Development Approval issued for an "Undefined Use" (Distillery, Cellar Door, Function Facility and Short-term Accommodation) at 50 Bungeworgorai Lane, Roma.

The applicant wishes to change the conditions in relation to the number of events, operating hours and increase the scale of the accommodation use. In assessing and determining the application, Council must have regard to the assessment benchmarks provided by Section 81 of the Planning Act 2016. The Planning Act 2016 sets out the procedural requirements for the minor change application process. The proposed change is not considered to result in substantially different development and is therefore supported. This matter had been laid on the table earlier during the meeting for Councillors to receive prior customer requests regarding the location. This information circulated, Council resumed its deliberations.

Resolution No. OM/02.2024/56
Moved Cr Golder
That this lay on the table the next meeting or on receipt of feedback [so that contact can be made with residents who had previously raised an issue regarding the initial application for this location, and seek their views on the minor change application under consideration].

CARRIED

6/2

Cr. Golder called for a division of the vote.

The outcomes were recorded as follows:

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

Responsible Officer	Manager – Planning, Building & Development Services
----------------------------	--

Section 150F A (2)(e) of the Local Government Act 2009

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

Name of each eligible councillor who voted on the matter:

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

How each eligible councillors voted:

Cr. John Birkett, Cr. Mark Edwards, Cr. Tyson Golder, Cr. Julie Guthrie, Cr. Johanne Hancock, Cr. Wendy Taylor voted in favour of the motion.

Cr. Geoff McMullen and Cr. Cameron O'Neil voted against the motion.

At cessation of discussion and decision on the abovementioned meeting, Cr Ladbrook returned to the meeting at 3.04pm.

Item Number:

C.1

File Number: D24/10963

SUBJECT HEADING:

NOMINATION OF PROJECTS - DISASTER READY FUND ROUND TWO (2024-25)

Officer's Title:

**Deputy Director / Strategic Road and Program Management
Emergency Management Coordinator**

Executive Summary:

Maranoa Regional Council is eligible to submit applications for funding under the Australian Government's Disaster Ready Fund.

This report provided an overview of the program and recommends projects to be submitted under the program.

Resolution No. OM/02.2024/57

Moved Cr Taylor

Seconded Cr McMullen

That Council:

1. Apply for funding under the Australian Government's Disaster Ready Fund Round Two (2024-25) for;
 - Project 1: Improvements to Council's Disaster Dashboard (Stream 1)
 - Project 2: Additional Rock Protection on Roma Levee (Stream 2)
 - Project 3: McDowall Street Stormwater Upgrade (Stream 2)
2. Include the co-contribution/s required in the 2024-25 budget if successful
3. Authorise the Chief Executive Officer, or delegate, to sign funding agreement and any other necessary documentation if successful.

CARRIED

9/0

Responsible Officer

Deputy Director / Strategic Road and Program Management

COUNCIL ADJOURNED THE MEETING
 FOR A BRIEF RECESS AT 3.08pm

SUBJECT HEADING: RESUMPTION OF STANDING ORDERS
 COUNCIL RESUMED THE MEETING AT 3.10pm

COUNCIL ADJOURNED THE MEETING
 FOR A BRIEF RECESS AT 3.15pm

SUBJECT HEADING: RESUMPTION OF STANDING ORDERS
 COUNCIL RESUMED THE MEETING AT 3.18pm

Item Number:

17.1

File Number: D24/15730

SUBJECT HEADING:

SECURITY OF REGIONAL COMMUNITY HALLS

Councillor's Title:

Cr. Tyson Golder

Executive Summary:

This report requested that a report be prepared for an upcoming Council meeting in relation to security for the Amby Hall. This item had laid on the table earlier during the meeting to seek further information regarding budget arrangements should the works be approved by Council.

Resolution No. OM/02.2024/58

Moved Cr Golder

Seconded Cr McMullen

That Council:

1. Proceed with installation of internal and external security cameras for the Amby Hall.
2. Draw the funds of up to \$7,550 from WO 22741 - Mitchell Admin Centre Renovations to complete the works.

CARRIED

9/0

Responsible Officer

Director - Booringa

Item Number: C.2 **File Number:** D24/14256
SUBJECT HEADING: REQUEST FOR SPONSORSHIP - OUTBACK QUEENSLAND MASTERS
Applicant: Jane Fenton
Officer's Title: Local Development Officer - Mitchell

Executive Summary:

A request has been received from Golf Australia for sponsorship of the Outback Queensland Masters for 2025.

Resolution No. OM/02.2024/59

Moved Cr Birkett

Seconded Cr Hancock

That Council:

1. Commit to sponsoring the event for the amount of \$22,000 and further negotiate in-kind sponsorship as requested by Outback Golf Masters.
2. Allocate \$22,000 in the 2024/2025 Sponsorship Budget G/L 2887.2249 for the Outback Golf Masters event.
3. Acknowledge Council's sponsorship in all forms of media for this event.

CARRIED

9/0

Responsible Officer

Local Development Officer - Mitchell

Item Number: C.3 **File Number:** D24/9052
SUBJECT HEADING: RESUMPTION OF RATES: SALE OF LAND UPDATE
Officer's Title: Lead Rates and Utilities Billing Officer / System Administrator

Executive Summary:

The purpose of this report was to provide Council with an update on the status of the properties that have started the Sale of Land process.

Resolution No. OM/02.2024/60

Moved Cr O'Neil

Seconded Cr Taylor

That Council receive and note the progress on Resumption of Rates: Sale of Land proceedings.

CARRIED

9/0

Responsible Officer

Lead Rates and Utilities Billing Officer / System Administrator

Item Number: C.4 **File Number:** D24/15195
SUBJECT HEADING: REQUEST FOR WAIVER OF FEES - 11003688
Officer's Title: Lead Rates and Utilities Billing Officer / System Administrator

Executive Summary:

Correspondence has been received from the respective ratepayer requesting a waiver of additional fees for the applicable rate assessment.

Resolution No. OM/02.2024/61

Moved Cr Golder

Seconded Cr Ladbrook

That Council:

1. Receive and note the request.
2. Approve the refund of Legal Fees for the amount of \$708.73, subject to evidence being provided of meeting the criteria of financial hardship (including a statutory declaration explaining details).
3. Not approve the refund of Rates and Charges for the period 01/01/2024 to 30/06/2024 of \$755.81.

CARRIED

5/4

Cr. Golder called for a division of the vote.

The outcomes were recorded as follows:

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

Responsible Officer

Lead Rates and Utilities Billing Officer / System Administrator

Item Number: C.5 **File Number:** D24/15246
SUBJECT HEADING: EXCLUSION FROM ROMA LANDFILL WASTE FACILITY
Officer's Title: Chief Executive Officer

Executive Summary:

This report requested council consider exclusion of access to the Roma Landfill for a number of residents.

Resolution No. OM/02.2024/62

Moved Cr Ladbrook

Seconded Cr Edwards

That Council:

1. Receive and note the report.
2. Authorise the Chief Executive Officer, to issue the banning notice to exclude those residents as named in the report to enter the Roma Landfill for a period of six months with a further review.

CARRIED

9/0

Responsible Officer

Chief Executive Officer

LATE CONFIDENTIAL ITEMS

Item Number:

LC.1

File Number: D24/16611

SUBJECT HEADING:

BUDGET AMENDMENT OF 2023-24 CAPITAL WORKS PROGRAM - CAMPBELL PARK RESERVOIR REPLACEMENT AND ROMA AIRPORT WATER MAIN UPGRADES

Location:

Roma

Officer's Title:

Manager - Strategic Water, Sewerage and Gas

Executive Summary:

This report presented amendments to the current 2023-24 capital works programs and provides an overview of the projects and costs to address current issues.

Resolution No. OM/02.2024/63

Moved Cr McMullen

Seconded Cr Edwards

That Council:

- Approve the re-allocation of \$245,000 for the following projects sourced from deferrals in the existing 2023-24 capital program:
 - o \$75,000 from the Campbell Park Roma Reservoir Replacement
 - o \$170,000 from (WO 24597) annual urban stormwater relining program transferred to Roma Airport Upgrade of Water Mains (WO23826) as part of the 23.24 budget
 - o Consider a \$170,000 allocation to the annual urban stormwater relining program as part of the 2024.25 budget.

CARRIED

9/0

Responsible Officer

Manager - Strategic Water, Sewerage and Gas

CLOSURE

There being no further business, the Mayor thanked Council for their attendance and declared the meeting closed at 3.44pm.

These Minutes are to be confirmed at the next Ordinary Meeting of Council to be held on 6 March 2024, at Roma Administration Centre.

UNCONFIRMED

OFFICER REPORT

Meeting: Ordinary 6 March 2024

Date: 20 February 2024

Item Number: 10.1

File Number: D24/16169

SUBJECT HEADING: Roma Saleyards - Water Bubbler

Classification: Open Access

Officer's Title: General Manager - Saleyards

Executive Summary:

This report is to provide Council with costings of additional water bubbler/s at Roma Saleyards.

Officer's Recommendation:

1. Acknowledges that this report enacts Council resolution OM/02.2024/19.
 - 2 Receive and note the officers report as presented.
-

Individuals or Organisations to which the report applies:

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

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

Maranoa Regional Council
Roma Livestock Agents
Vendors
Buyers
Contractors
Staff

Acronyms:

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

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

Acronym	Description
<Insert Acronym>	<Provide details>

Context:

Why is the matter coming before Council?

At Councils Ordinary Meeting held Wednesday 14 February 2024, Council resolved:

Resolution No. OM/02.2024/19

That a report be prepared for an upcoming council meeting which includes costings and a recommended location for installation of water bubblers at the Roma Saleyards.

Background:

Has anything already happened in relation to this matter?

(Succinct overview of the relevant facts, without interpretation)

At Council's Ordinary Meeting held Wednesday 14 February 2024, Council resolved:

Resolution No. OM/02.2024/19

That a report be prepared for an upcoming council meeting which includes costings and a recommended location for installation of water bubblers at the Roma Saleyards.

There are currently two (2) water bubblers at Roma Saleyards. One (1) is located on the main walkway at the weighbridge area and the other is located outside the load out office at ramp 2.

Up to three new sites have been identified to have new water bubblers installed.

1. At the bottom of the stairs near agents' office, leading down to the selling pens where a new pedestrian access gate will be installed.
2. At the bottom of the stairs leading down to the main entrance to the selling pens.
3. At the bottom of the middle set of stairs on the eastern side of the selling pens.



Estimated cost to install one (1) water bubbler including concrete pad, roof, plumbing and electrical is \$4,000 excluding GST.

Estimated cost to install three (3) water bubblers including concrete pad, roof, plumbing and electrical is \$12,000 excluding GST.

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

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

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

N/A

Council Policies or Asset Management Plans:

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

What are relevant sections of the policy or plan?

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

N/A

Input into the Report & Recommendation:

Have others' views or input been sourced in developing the report and recommendation to Council? (i.e. other than the report author?) What did each say?

(Please include consultation with the funding body, any dates of critical importance or updates or approvals required)

General Manager - Saleyards

Manager Saleyards

Funding Bodies:

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

N/A

This Financial Year's Budget:

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

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

No current capital budget has been allocated for these works.

Future Years' Budgets:

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

There will be minimal operating expenses to operate the three water bubblers if installed.

Impact on Other Individuals or Interested Parties:

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

(Interested Parties Analysis - IS9001:2015)

This will enhance the experience of the vendors, buyers and sellers within the yards.

Risks:

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

Risk	Description of likelihood & consequences
N/a	<Provide details>

Advice to Council:

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

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

Funding for the three (3) water bubblers will be included in the 24/25 capital budget for consideration.

Recommendation:

What is the ‘draft decision’ based on the advice to Council?

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

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

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

General Managers advice to Council is to consider installation of an additional three (3) water bubblers at Roma Saleyards in the following locations:

4. At the bottom of the stairs near agents office, leading down to the selling pens where a new pedestrian access gate will be installed.
5. At the bottom of the stairs leading down to the main entrance to the selling pens.
6. At the bottom of the middle set of stairs on the eastern side of the selling pens.

Link to Corporate Plan:

Corporate Plan 2023-2028

Strategic Priority 4: Growing our region

4.5 Operate the Roma Saleyards, aiming to maintain and leverage its position as Australia’s largest to attract additional interest in our region and boost the local economy

Supporting Documentation:

Nil

Report authorised by:

Chief Executive Officer

OFFICER REPORT

Meeting: Ordinary 6 March 2024

Date: 26 February 2024

Item Number: 10.2

File Number: D24/18599

SUBJECT HEADING: Protection of Airspace Renewable Energy

Classification: Open Access

Officer's Title: Chief Executive Officer

Executive Summary:

This report outlines the recent advocacy to the State and Federal Government in relation to air space protection for windfarms. Additional advice has been received.

Officer's Recommendation:

That Council receive and note the report.

Individuals or Organisations to which the report applies:

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

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

N/a

Acronyms:

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

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

Acronym	Description
<Insert Acronym>	<Provide details>

Context:

Why is the matter coming before Council?

This report just updates council on recent advice in relation to air protection issues in relation to renewable energy such as windfarms. Advice received.

Attention Daniel Jones

Manager – Airports (Roma) & Regional Compliance

Email: Daniel.Jones@maranoa.qld.gov.au

P: 1300 007 662

Hello Daniel,

As requested, we have reviewed the provided document "Bottle Tree Energy Pak – Impacts on Roma Airport".

I can confirm that it is the opinion of Aerodrome Design Services that the document is an accurate reflection of Councils responsibility regarding the proposed development.

As the proposed Wind Farm includes very tall structures (towers to 280m AGL) additional consultation is recommended. Providing specific details and requesting feedback from known users (identified below) will assist Council to show due diligence and limit the potential for future negative feedback.

Instrument Procedure – it is recommended that Council refer the proposal to Airservices Australia for clarification regarding viability of adjusting the GNSS Arrival Procedure. Clarifying that all costs are to be borne by the proponent is also recommended.

Project details and a request for feedback can be sent to:
Vertical Obstruction Data VOD@AirservicesAustralia.com
Instrument Flight Procedures IFP@AirservicesAustralia.com

CASA – it is recommended that Council refer the proposal to CASA and request clarification regarding the requirement for lighting of the Wind Farm / individual towers. The inference from both ICAO and NASF documentation is that lighting may be required.

Project details and a request for feedback can be sent to:
CASA Aerodromes Aerodromes@casa.gov.au
Airspace Protection Airspace.Protection@casa.gov.au

Airspace Users – it is recommended that Council refer the proposal to known users for assessment of any potential impacts.

Primary users consist of:
Royal Flying Doctor Service – given the potential for numerous unofficial landing strips in surrounding stations, consultation with the RFDS is considered a high priority. Details and request for feedback can be sent to:
RFDS Airstrips Airstrips@rfdsqld.com.au

RFDS Operations Manager 'Anthony Hooper' ahoopper@rfdsqld.com.au Department of Defence – given the potential for low flying jets conducting training exercises, consultation is considered a high priority. Details and request for feedback can be sent to:
Aeronautical Information Service – Air Force ais.data@defence.gov.au
Qantas / Regional Express (REX) – as commercial operators in the surrounding area consultation is recommended.

Landowners And The Local Community – whilst located in a remote area, a 280m high tower is visible from a significant distance especially if lit. To address any potential negative feedback from the surrounding community it is recommended that consultation be sought.

Background:

Has anything already happened in relation to this matter?

(Succinct overview of the relevant facts, without interpretation)

Resolution No. OM/11.2023/61

Moved Cr Golder

Seconded Cr McMullen

That Council:

1. Develop the case for protection of flight paths and to ensure maximum buffers for the Roma Airport.
2. Make representation to CASA, Air Services Australia, and the State Government Planning on why they need to consider the importance of these buffers and protections

for the Roma Airport as a State and Nationally significant airport, as part of State planning decisions.

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

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

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

State Code 38 Windfarms

Council Policies or Asset Management Plans:

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

What are relevant sections of the policy or plan?

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

N/a

Input into the Report & Recommendation:

Have others' views or input been sourced in developing the report and recommendation to

Council? (i.e. other than the report author?) What did each say? (Please include consultation with the funding body, any dates of critical importance or updates or approvals required)

Expert Advice, Manager of Airports.

Funding Bodies:

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

N/a

This Financial Year's Budget:

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

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

N/a

Future Years' Budgets:

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

N/a

Impact on Other Individuals or Interested Parties:

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

(Interested Parties Analysis - IS9001:2015)

Landowners, aviation sector.

Risks:

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

Risk	Description of likelihood & consequences
Loss of airspace for airports, airstrips.	High. There is the potential for airflight paths to be affected by increasing turbine height and growth of windfarms in the region.

Advice to Council:

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

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

Air space protection is an emerging issue especially in relation to the increasing heights of turbines. As the owner of a number of airports Council should stay informed.

Recommendation:

What is the ‘draft decision’ based on the advice to Council?

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

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

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

That Council receive and note the report.

Link to Corporate Plan:

Corporate Plan 2023-2028

Strategic Priority 4: Growing our region

4.8 Assist in protecting the rural industry through administration and regulation of the region’s natural environment

Supporting Documentation:

Nil

Report authorised by:

Chief Executive Officer

OFFICER REPORT

Meeting: Ordinary 6 March 2024

Date: 26 February 2024

Item Number: 10.3

File Number: D24/18601

SUBJECT HEADING: Maranoa Childcare Bursaries Program

Classification: Open Access

Officer's Title: Chief Executive Officer

Executive Summary:

This report requests minor adjustments to the childcare bursary program to better reflect academic completion of courses.

Officer's Recommendation:

That Council

1. Receive and note the recent advice from Tafe Queensland
2. Acknowledge the average time of completion of Diplomas and Certification level qualifications takes approximately 18 months to ensure that registered applicants are provided a bursary on successful completion whenever that occurs – eg mid year.
3. Adjust the bursary for Degree Qualified applicants to apply from the first year or subsequent year of entry providing a limit of one bursary per applicant per degree to encourage students within the sector to complete.
4. Re-promote the bursaries with adjusted timeframes for registration before the 31 May 2024 to align with semester enrolments and finalisation of qualifications.

Individuals or Organisations to which the report applies:

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

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

Potential bursary recipients childcare

Acronyms:

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

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

Acronym	Description
EYLF	Early Years Learning Framework

Context:

Why is the matter coming before Council?

The childcare bursary program needs some small adjustments.

Tafe Queensland has provided advice that diploma and certification in early childhood education normally takes students approximately 18 months, making an annual bursary somewhat problematic. Adjustments should be made to the program which allow payment upon completion of the bursary even if this is mid year, this still aligns with Councils financial years.

This would mean someone would register in 2024 and be paid in 2025.

The following advice was received:-

The aim of the bursaries was to not only retain but to attract people.

Initially, suggest to extend the registration deadline to May. I think the 31/3/24 is too minimal to allow centres in the Maranoa to include this in there recruitment if possible to expand this to late April early May and ensure centres are notified of this if possible.

Below are the completion times if they were to sign up to a new qual today:

- *Certificate III – 18 Months*
- *Diploma – 18 Months*
- *ECT – 4 years*

I think consideration maybe to the completion by 2025 may be needed.

Other adjustments

In addition with the 4 years degree, council could consider giving a bursary in any year as a way to encourage people to stay.

The most attractive part of the program was the \$5000 retention, however students would need to register in 2024 to be eligible in 2027.

Background:

Has anything already happened in relation to this matter?

(Succinct overview of the relevant facts, without interpretation)

Council resolved to provide childcare bursaries in 2023.

Resolution No. OM/11.2023/45

That Council:

1. **Introduce a Childcare Sector Study Bursary Scheme for workers studying and working in childcare in the Maranoa with the bursary paid on the successful completion of the following qualifications and on the confirmation of intention to work in the Maranoa for a 12 month period:**
 - (a) **Certificate III - \$1000**
 - (b) **Diploma - \$2000**
 - (c) **Bachelor - \$3000**
 - (d) **Retention Bursary for Diploma or Bachelor Qualified workers in the Maranoa signed up to this scheme after:**
 - **3 years: \$5000**

That the combination of bursaries be funded to the total of \$100,000.

2. **Seek potential funding partners to come together to explore cross sector investment, including organisations such as Origin APLNG, Santos, Senex and the South West Hospital and Health Service.**

3. A report be provided at the next Council meeting.

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

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

N/a

Council Policies or Asset Management Plans:

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

What are relevant sections of the policy or plan?

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

Childcare Bursary Program

Input into the Report & Recommendation:

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

Tafe Queensland

Funding Bodies:

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

N/a

This Financial Year's Budget:

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

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

N/a

Future Years' Budgets:

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

Up to \$100,000. First payments expected 24.25.

Impact on Other Individuals or Interested Parties:

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

(Interested Parties Analysis - IS9001:2015)

Potential recipients of the bursaries.

Risks:

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

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

Advice to Council:

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

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

Tafe have advised that very few students finish their qualifications within a calendar year and most complete within 18 months. Our bursary program should be adjusted to reflect this.

In addition we are trying to encourage residents into degree qualifications. We should consider the bursary in any year not just at the end, however with one bursary per applicant per degree.

Recommendation:

What is the ‘draft decision’ based on the advice to Council?

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

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

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

That Council

1. Receive and note the recent advice from Tafe Queensland
2. Acknowledge the average time of completion of Diplomas and Certification level qualifications takes approximately 18 months to ensure that registered applicants are provided a bursary on successful completion whenever that occurs – eg mid year.
3. Adjust the bursary for Degree Qualified applicants to apply from the first year or subsequent year of entry providing a limit of one bursary per applicant per degree to encourage students within the sector to complete.
4. Re-promote the bursaries with adjusted timeframes for registration before the 31 May 2024 to align with semester enrolments and finalisation of qualifications.

Link to Corporate Plan:

Corporate Plan 2023-2028

Strategic Priority 4: Growing our region

4.1 Work with our communities to identify priorities, and provide leadership and advocacy to grow our region

Supporting Documentation:

Nil

Report authorised by:

Chief Executive Officer

OFFICER REPORT

Meeting: Ordinary 6 March 2024

Date: 27 February 2024

Item Number: 13.1

File Number: D24/19037

SUBJECT HEADING: Cobb and Co Changing Station Coach - Request for Asset Changes

Classification: Open Access

Officer's Title: Director - Warroo

Executive Summary:

This report outlines a request has been made by the Cobb and Co Festival Committee to make changes to the coach and relevant costs associated to prepare it for the Festival in August 2024.

Officer's Recommendation:

That Council:

1. Endorse options and 3 and 4 in the recommendations.
2. Consider the allocation of \$12,000 (ex GST) from Warroo Operational Budget (General Ledger) in 2023/24 budget.
3. Fund from the Warroo Local Area Operational budget by \$12,000 (ex GST) on General Ledger Number 02087.2017 (Warroo Directorate).

Individuals or Organisations to which the report applies:

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

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

Cobb and Co Festival Committee

Acronyms:

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

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

Acronym	Description
NHVR	National Heavy Vehicle Regulator

Context:

Why is the matter coming before Council?

Request from Cobb and Co Festival Committee to make changes to the coach, additional maintenance required and costs and risks associated with the Asset.

Background:

Has anything already happened in relation to this matter?

(Succinct overview of the relevant facts, without interpretation)

- Cobb and Co Festival Committee have requested use of the Coach for the upcoming Easter in the Country Festival and Cobb and Co 100 Festival.
- Cobb and Co Festival Committee have made requests to augment the Coach Leader bars by twelve inches to accommodate for larger horses. The leader bars are too close, and does not give the horses on the pole enough room to move.
- The Coach is currently within the NHVR guidelines for 'as of right vehicles.' Widening the leader bars will eventuate in the coach becoming an oversize vehicle when on the road and requiring a permit.
- Council has been in discussions with original builder and the request can be accommodated. The estimate cost to undertake this work is \$3000 (ex GST) excluding transportation.
- The Coach requires longer term maintenance for the upcoming Festival estimated at \$6000 (ex GST). This includes leather straps to be replaced, wheels taken off, washing of bearings, regreased and other.
- Maintenance is undertaken by a specialist coach builder. Total maintenance cost is approximately \$10,000 (ex GST).
- A comprehensive risk assessment is recommended if the Coach was to be pulled by a team of horses in the Easter in the Country Parade. The risk assessment would require an experienced driver of the coach and supervision of the horses.
- A Cobb and Co Procedure Checklist was created in 2016 to manage all risks associated with using the Coach.
- A separate in-kind request should be made to council to assist in the logistics of Easter in the Country parade.
- Oversize / Over mass vehicles are restricted on state-controlled road network during Christmas-New Year Period and Easter.

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

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

- Local Government Act 2009
- Local Government Regulation 2012

Division 2 - Long-term asset management plan

167 Preparation of long-term asset management plan

- (1) A local government must prepare and adopt a long-term asset management plan.
- (2) The long-term asset management plan continues in force for the period stated in the plan unless the local government adopts a new long-term asset management plan.
- (3) The period stated in the plan must be 10 years or more.

168 Long-term asset management plan contents

A local government's long-term asset management plan must—

- (a) provide for strategies to ensure the sustainable management of the assets mentioned in the local government's asset register and the infrastructure of the local government; and
- (b) state the estimated capital expenditure for renewing, upgrading, and extending the assets for the period covered by the plan; and
- (c) be part of, and consistent with, the long-term financial forecast.

Council Policies or Asset Management Plans:

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

What are relevant sections of the policy or plan?

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

- Maranoa Regional Council Corporate Plan
- Warroo Local Plan
- Maranoa Regional Council Asset Management Policy

Input into the Report & Recommendation:

Have others' views or input been sourced in developing the report and recommendation to Council? (i.e. other than the report author?) What did each say? (Please include consultation with the

funding body, any dates of critical importance or updates or approvals required)

- Program Funding & Budget Coordinator, Strategic Road Management and Contract Management Office
- Cobb and Co Changing Station / Regional Lead Librarian
- Manager – Plant and Fleet
- Local Area Director – Bendemere
- Operations Manager – Roma Local Area

Funding Bodies:

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

2023/24 Operations Budget – Quarter 3 adjustment.

Please note: Funding is allocated in this financial year to ensure maintenance is completed in a timely manner before the Festival begins in August 2024.

This Financial Year's Budget:

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

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

\$12000 (ex GST), includes contingency.

Future Years' Budgets:

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

N/A



Photo 1: Cobb and Co Coach

Impact on Other Individuals or Interested Parties:

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

(Interested Parties Analysis - IS9001:2015)

- Surat Community
- Cobb and Co Museum Volunteers
- Cobb and Co Museum Working Group
- Cobb and Co Festival Committee
- Easter In the Country Committee
- Queensland Police Service
- National Heavy Vehicle Regulator

Risks:

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

Risk	Description of likelihood & consequences
Maintenance not completed	Due to the short timeframe and funding maintenance may not be completed in time for parade.
Finance	Work cannot be completed until a work order is raised and council approval of additional budget spend.
Finance	Additional work to be done on top of \$50000 sponsorship.
Finance	Work can be done on site in Surat providing an efficiency saving (transport and mobilization).
Reputational	Augmenting the coach design may require further consultation with the broader community.
Insurance	As risk assessment will need to be conducted when having horses attached to a coach in the main parade of Easter in Country. Insurance will need to be provided to EIC committee prior to be involved in the parade.
Permits	Change in vehicle structure may require DTMR permits in the future for all usage on the road.

Advice to Council:

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

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

Options:

1. Do nothing.
2. Council undertake the work and authorize the Cobb and Co Committee to use the coach in the Easter in the Country Parade (pending work can be completed and permits are in place). Cobb and Co Committee to request in-kind support from council to transport and load coach to and from event.

3. Council authorize the use of the coach in the Easter in the Country parade with no work completed. Cobb and Co Committee to request in-kind support from council to transport and load coach to and from event.
4. Council undertake all maintenance work when the coach builder is available in Surat to maximise efficiencies.

Recommendation:

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

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

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

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

That council adopt options 3 and 4 in the report.

Link to Corporate Plan:

Corporate Plan 2023-2028

Strategic Priority 4: Growing our region

4.3 Attract visitors to our region to bring additional customers to our region's businesses

Supporting Documentation:

Nil

Report authorised by:

Director - Warroo

OFFICER REPORT

Meeting: Ordinary 6 March 2024

Date: 21 February 2024

Item Number: 14.1

File Number: D24/16676

SUBJECT HEADING: Applications through Regional Arts Development Fund (RADF) Program 2023/2024

Classification: Open Access

Officer's Title: Regional Arts and Culture Officer

Executive Summary:

The Maranoa Regional Council Regional Arts Development Fund (RADF) Committee has reviewed one funding application for arts and cultural projects. The assessment was unable to take place in person and each committee member assessed the application electronically and responded with their recommendations.

It is recommended that the Committee's assessment be endorsed.

Officer's Recommendation:

That Council endorse the RADF Committee's grant assessment recommendations for the application received 21 February 2024.

Individuals or Organisations to which the report applies:

Roma Patchwork and Crafters Inc.

Acronyms:

Acronym	Description
RADF	Regional Arts Development Fund

Context:

The Maranoa Regional Council Regional Arts Development Fund (RADF) Committee has reviewed one funding application for arts and cultural projects that was received via email 21 February 2024. It is recommended that the Committee's assessments be endorsed.

Background:

As part of its annual RADF program, Council offers open contestable round where eligible groups can apply for funding to support arts and cultural activities. One application was received and assessed at the RADF Committee via email on the 21 February 2024. The assessment was unable to take place in person and each

committee member assessed the application electronically and responded with their recommendations.

Applications for Funding

The following application was assessed by the RADF Committee on the basis that they were compliant with the RADF Guidelines.

1. Roma Patchwork and Crafters Inc.

Project description: Quilt Making - Rachaeldaisy

Project total: \$3,825

Funding requested: \$2,485 Approved.

Date: 18 July 2024 – 22 July 2024

It is recommended that Roma Patchwork and Crafters Inc’s application be approved.

The project meets the following RADF Guidelines:

Building community cultural capacity

Objective — for community groups to engage a professional artist or arts worker to work with them on developing their arts practice or to run arts development workshops or community projects.

2023/2024 BUDGET	\$105,417
*Less allocated and expended funds	\$71,137
Available for funding rounds	\$34,280
Less this round	\$2,485
Remaining budget	\$31,795

* RADF funds of \$34,000 have been allocated to Council strategic initiatives for 2023/2024. These projects include:

\$20,000 –3-day workshop series for Museum and gallery committee members

\$7,000 – Millinery workshops

\$7,000 – photography workshops

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

The Local Government Regulation 2012 states that:

Section 194 – Grants to community organisations

A local government may give a grant to a community organisation only—

(a) if the local government is satisfied—

(i) the grant will be used for a purpose that is in the public interest; and

(ii) the community organisation meets the criteria stated in the local government’s community grants policy; and

(b) in a way that is consistent with the local government’s community grants policy.

Local Government Regulation 2012 Section 194 (a) and (b)

Council Policies or Asset Management Plans:

Applications has been evaluated against the RADF Guidelines.

Input into the Report & Recommendation:

RADF Committee members:

- Cr Wendy Taylor
- Cr Johanne Hancock
- Sue Sands
- Chris Riddell
- Vicky Beitz
- Sally West
- Sandra MacDonald

Funding Bodies:

The Regional Arts Development Fund (RADF) is a partnership between the Queensland Government and Maranoa Regional Council to support local arts and culture in regional Queensland.

There is a requirement that all media releases must be approved by Arts Queensland before publication.

This Financial Year's Budget:

2023/2024 BUDGET	\$105,417
*Less allocated and expended funds	\$71,137
Available for funding rounds	\$34,280
Less this round	\$2,485
Remaining budget	\$31,795

* RADF funds of \$34,000 have been allocated to Council strategic initiatives for 2023/2024. These projects include:

- \$20,000 –3-day workshop series for Museum and gallery committee members
- \$7,000 – Millinery workshops
- \$7,000 – photography workshops

Future Years' Budgets:

If the RADF budget is not fully expended, it can be 'rolled over' to the following year. This may reduce the amount we receive from Arts Queensland in the future.

Impact on Other Individuals or Interested Parties:

Groups or individuals receiving funding as listed in the report.

Risks:

Risk	Description of likelihood & consequences
Unallocated funds	There is a risk that if the RADF Committee recommendations are not received, the budget will not be allocated, jeopardizing future funding from Arts Queensland.

Advice to Council:

The RADF committee is a group of Councilor's and community members who have been appointed by Council to make assessments and recommendations regarding the RADF program. It is advised that the RADF committee's recommendations be accepted.

Recommendation:

That Council endorse the RADF Committee's grant assessment recommendations for the application received 21 February 2024.

Link to Corporate Plan:

Corporate Plan 2023-2028

Strategic Priority 4: Growing our region

4.10 Foster arts and culture within our communities and help preserve our local history

Supporting Documentation:

Nil

Report authorised by:

Manager - Regional Economic & Community Development

(Acting) Director - Regional Development, Environment & Planning

PLANNING & BUILDING DEVELOPMENT REPORT

Meeting: Ordinary 6 March 2024

Date: 23 February 2024

Item Number: 14.2

File Number: D24/17841

SUBJECT HEADING: Material Change of Use to establish a "Food and Drink Outlet" (Drive Through Coffee) at 41 Quintin Street, Roma (Ref: 2023/20962)

Classification: Open Access

Officer's Title: Manager – Planning, Building & Development Services

Executive Summary:

Roma Central Pty Ltd ATF Roma Central Trust C/- Mecone has submitted a development application seeking approval for a Material Change of Use for a "Food and Drink Outlet" (Drive Through Coffee Shop) and Operational Works "Advertising Device" at 41 Quintin Street, Roma, being Lot 1 on RP41599 (the subject premises). The development application is subject to Code Assessment and must be assessed against the assessment benchmarks (to the extent relevant) provided by Section 45 of the *Planning Act 2016*. The Development Assessment Rules set out the procedural requirements for the development assessment process.

The procedural requirements set out by the Development Assessment Rules to enable Council to decide on this application have been fulfilled. The development application is not consistent with the assessment benchmarks provided by the Planning Act 2016 and cannot be conditioned to achieve compliance.

Officer's Recommendation:

The development application for a Material Change of Use for a "Food and Drink Outlet" (Drive Through Coffee Shop) and Operational Works "Advertising Device" at 41 Quintin Street, Roma (described as Lot 1 on RP41599) be refused for the following reasons:

1. The proposal does not comply with Acceptable Outcome 20.2 and associated Performance Outcome 20 of the Principal Centre Zone Code as the development cannot demonstrate that a rubbish vehicle can enter and exit the site in a forward gear to service the refuse areas.
 2. The proposal does not comply with Acceptable Outcomes 27.1 and 27.2 and associated Performance Outcome 27 of the Principal Centre Zone Code as it is considered that the proposed development will impact the safe and efficient use of the highway, and will not maintain and enhance the integrity of the network as:
 - The applicant has not demonstrated that all vehicles can enter and exit in a forward gear.
 - Service vehicle manoeuvring conflict with customer queuing areas.
 - Access is proposed via Quintin Street rather than the local road
-

network.

3. The proposal does not comply with Acceptable Outcomes 30.2, 30.3 and 30.5 and associated Performance Outcome 30 of the Principal Centre Zone Code as the application does not demonstrate that vehicle parking and service vehicle provisions are adequate for the scale of the activity and ensures the safety and functionality of the road network for motorists as:
 - The proposed development does not comply with Schedule 7 car parking and service vehicle requirements.
 - The application has not demonstrated that all vehicles can enter and exit in a forward gear.
4. The vehicular access, servicing and manoeuvring deficiencies of the proposal, including their impact on the highway, are relevant matters that warrant refusal of the development application.

Individuals or Organisations to which the report applies:

Council's decision regarding this matter is likely to affect Roma Central Pty Ltd as trustee for Roma Central Trust as the applicant and Warrego Equities Pty Ltd and Challenge United Pty Ltd as the landowner/s.

Acronyms:

Acronym	Description
HRV	Heavy Rigid Vehicle
MRV	Medium Rigid Vehicle
RCV	Rubbish Collection Vehicle

Context:

A decision to refuse a development application is generally made by Council.

Background:

Site Characteristics

The subject site has a total area of 1,015m² and is located in the Principal Centre Zone in the Maranoa Planning Scheme 2017.

The development site is currently vacant. The site has frontages to Bowen Street and Quintin Street to the south and east respectively. The property is adjoined by land in the Principal Centre Zone, with land in the General Residential Zone located further west of the site.



Figure 1 – Zoning (Source: Spectrum Spatial)

Proposal

The development application seeks to establish a Food and Drink Outlet (Drive Through Coffee Shop) and associated Operational Works (Advertising Device) on the subject site. The proposed site layout is included below as Figure 2.

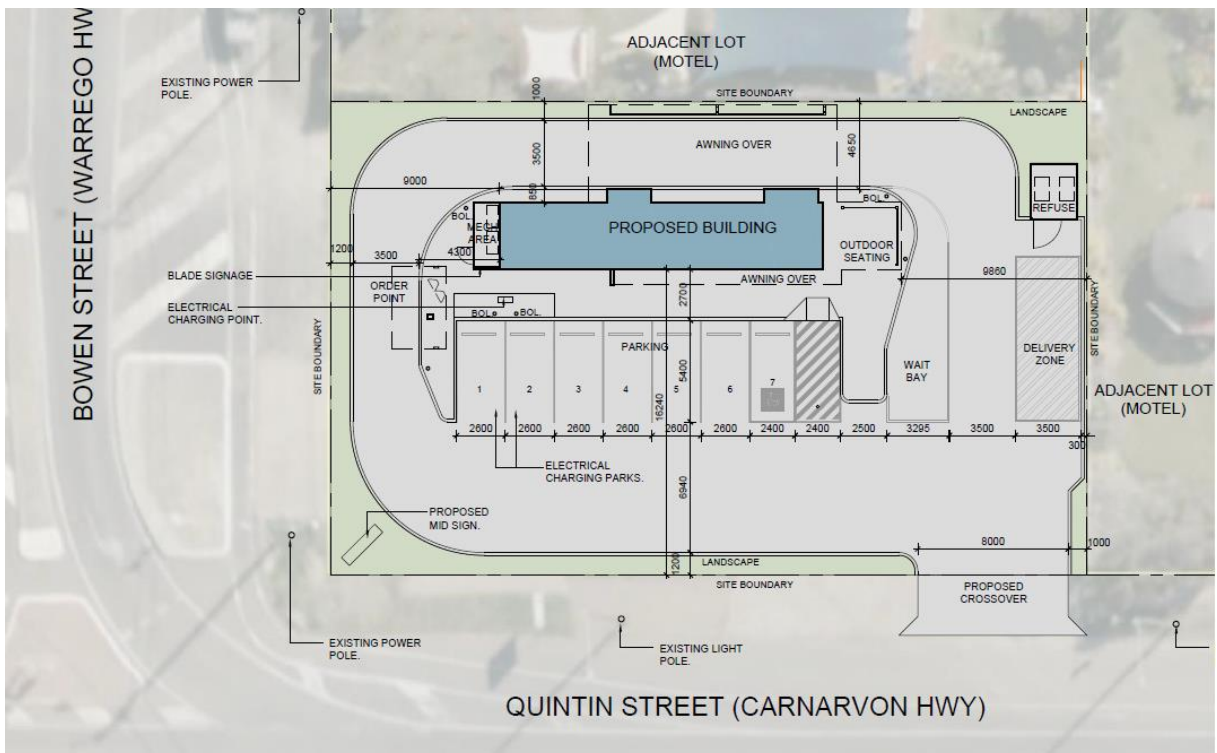


Figure 2 – Proposed Site Plan (Source: Application Documents)

The applicant proposes that the site will operate from 4am – 9pm, seven days per week. The development will generally be for drive through customers, with a small (15m²) outdoor seating area also available for customers.

Access to the site is proposed via Quintin Street. The application states that there is adequate queuing area for 11 vehicles, with an additional seven car parking spaces to be provided on site. Two of the car parking spaces are also intended to be provided with electric vehicle charging stations.

All vehicle parking and manoeuvring areas will be sealed. The applicant states that a medium rigid service vehicle will be able to enter and exit the site in a forward gear.

The application states that the existing 2m fence will be retained along the shared boundaries with the adjacent motel to manage noise impacts.

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

The proposal constitutes a *Material change of use* as defined in the *Planning Act 2016* (being *the start of a new use of the premises*) and requires a development permit to be issued by Council prior to the commencement of use. The proposed Advertising Device also constitutes Operational Works.

The proposed use is defined as “**Food and Drink Outlet**” in the *Maranoa Planning Scheme 2017* (the Planning Scheme):

Food and drink outlet means the use of premises for:

- (a) *preparing and selling food and drink for consumption on or off the premises;*
or
- (b) *providing liquor for consumption on the premises, if the use is ancillary to the use in paragraph (a).*

Examples of a food and drink outlet: café, coffee shop, drive-through facility, kiosk, milk bar, restaurant, snack bar, takeaway shop, tearoom

An Advertising Device is defined as:

Advertising device:

- (a) *means a permanent sign, structure or other device used, or intended to be used, for advertising; and*
- (b) *includes a structure, or part of a building, the primary purpose of which is to support the sign, structure or device.*

A Food and Drink Outlet and Operational Works application is Code Assessable in the Principal Centre Zone. Pursuant to Section 45 of the *Planning Act 2016* -

- (3) *A code assessment is an assessment that must be carried out only—*

- (a) *against the assessment benchmarks in a categorising instrument for the development; and*
- (b) *having regard to any matters prescribed by regulation for this paragraph.*

The assessment benchmarks for the application are;

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

The Darling Downs Regional Plan & State Planning Policy

The Maranoa Planning Scheme appropriately integrates all relevant aspects of the Darling Downs Regional Plan and the State Planning Policy.

As the application is Code Assessable, a separate assessment of the application against these documents is not required by regulation.

Council Policies or Asset Management Plans:

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

The applicable sections of the *Maranoa Regional Planning Scheme 2017* include:

- Part 4 Local Government Infrastructure Plan
- Part 5 Tables of assessment
- Part 6 Zones
 - Part 6.2.5 Principal Centre zone code
- Part 8 Overlays
 - Part 8.2.7 Infrastructure Overlay Code
 - Part 8.2.8 Airport Environs Overlay Code
- Part 9 Development Codes
 - Part 9.4.1 Operational Works Advertising Devices Code

Part 4 - Local Government Infrastructure Plan

The Maranoa Regional Council LGIP was adopted by Council in 2018. The development does not propose extending any of Council's infrastructure networks to service the development.

Any charges applicable as a result of the added demand placed on Council's existing infrastructure networks will be applied accordingly.

Part 5 - Tables of assessment

The Tables of Assessment identify the category of development, the category of assessment and the assessment benchmarks for assessable development in the planning scheme area. The Tables of Assessment identify the level of assessment for the proposed development as 'Code Assessment'.

Part 6 - Zones

Zones organize the planning scheme area in a way that facilitates the location of preferred or acceptable land uses. The premises is included within the Rural Zone.

Part 6.2.5 Principal Centre Zone Code

The purpose of the Principal centre zone is to:

- (a) provide for the largest and most diverse mix of uses and activities that form the core of the region's urban settlement;*
- (b) accommodate the key concentrations of high-order retail, commercial, employment, health services, administrative, community, cultural, recreational and entertainment activities and other uses that together are capable of fully servicing the planning scheme area;*
- (c) ensure that commercial and retail development is concentrated in the central business district of Roma. This area is to maintain a vibrant retail and commercial feel;*
- (d) ensure 'mixed use' (shopping centres, commercial development, and attached residential) are promoted in this zone; and,*
- (e) preserve the heritage character of the zone, including shaded footpaths, street trees and reduced traffic speeds in the main streets.*
- (f) ensure that development maintains the integrity and water quality of the Murray-Darling Basin Catchment.*

The overall outcomes sought for the Principal centre zone code are as follows:

- (a) the widest range and highest order of retail, commercial, administrative, community, cultural, compatible employment opportunities and entertainment activities are provided;*
- (b) mixed use (residential combined with commercial and retail uses) is encouraged where the principle use contributing to the streetscape is either commercial or retail in nature;*
- (c) a high level of pedestrian amenity is provided and is reflective of the surrounding character of the area;*
- (d) an increase in residential uses promotes pedestrian activity and passive surveillance after dark;*

- (e) *development is designed to incorporate sustainable practices including maximising energy efficiency, water conservation and transport use;*
- (f) *where appropriate, service industry and motel uses may be located in this zone;*
- (g) *shopping centre style development is concentrated in this zone; and,*
- (h) *non-resident workforce accommodation is not supported in this zone.*

The proposed development is considered to comply with the overall outcomes as:

- The proposed development for a Food and Drink Outlet is compatible with the purpose of the Principal Centre Zone.
- The proposed development is a retail use.
- The development will not conflict with the heritage character of the zone.
- Conditions could be applied to manage stormwater quality runoff from the development.

PERFORMANCE OUTCOMES	ACCEPTABLE OUTCOMES	RESPONSE
PLANNING		
<i>Use, density and built form</i>		
<p>PO 1 Scale Development is at a scale that reflects the role of the Principal centre zone as the primary activity centre for the region.</p>		<p>Complies The proposed scale of the development that reflects the role of the Principal Centre Zone.</p>
<p>PO 2 Location Activities located within the principal centre contribute to fulfilling the business, community and entertainment needs of the region. Uses other than <i>Business, community and entertainment activities</i> are located so as:</p> <ul style="list-style-type: none"> (a) not to prejudice the consolidation of like non-commercial uses in other more appropriate areas; (b) to be co-located with other non- commercial uses wherever possible; and (c) to not impact adversely on the function and 		<p>Complies Food and drink outlet is defined as a Business activity within Schedule 1 of the Planning Scheme. The applicant states the development will activate Quintin Street.</p> <p>The purpose of the development is to contribute to the needs of the region, primarily the travelling public.</p>

PERFORMANCE OUTCOMES	ACCEPTABLE OUTCOMES	RESPONSE
<p>character of the zone.</p> <p>Note: Non-commercial uses are any uses that are not business, community, entertainment or 'mixed use' activities.</p>		
<p>PO 3 Density and site coverage</p> <p>The density of uses in the Principal centre zone does not impact adversely on the amenity of adjoining General Residential Zone areas.</p> <p>The site area available for 'mixed use' (Accommodation activities in combination with other activities) is sufficient to allow for a high standard of residential amenity for those activities.</p>	<p>For 'mixed use' activities:</p> <p>AO 3.1</p> <p>The site has a minimum area of 800 m².</p> <p>Note: Mixed use activities are a combination of business, community or entertainment activities co-located with accommodation activities.</p>	<p>Not Applicable</p> <p>The proposal is not a mixed use activity. Further, the site is not directly adjacent to land in the General Residential Zone.</p>
<p>PO 4 Setbacks</p> <p>Side and rear building setbacks:</p> <ul style="list-style-type: none"> (a) enhance the appearance and commercial character of the centre's streets; (b) provide for adequate daylight for habitable rooms and open space areas on and adjoining the site; (c) minimise overshadowing and overlooking of adjoining residential premises; and (d) provide adequate separation and buffering between residential and non-residential premises. 		<p>Performance Solution</p> <p>The building is proposed to be setback 4.6m from the side (western) boundary of the site, however the proposed awning over the drive through will extend to less than 0.3m from the site.</p> <p>The development does not provide any buffer between the site and the adjoining motel.</p>
<p>PO 5 Height</p>		<p>Complies</p>

PERFORMANCE OUTCOMES	ACCEPTABLE OUTCOMES	RESPONSE
The height of buildings is compatible with and complementary to the existing character of the Principal centre zone, and does not unduly reduce privacy on adjoining land.		The proposal is single storey and the height is not considered to reduce privacy on adjoining land.
AMENITY		
Advertising signage – refer to the Operational works advertising devices code		
Heritage places – in addition, refer to the Heritage overlay code		
where mapped in the SPP Cultural heritage mapping or listed in the Cultural heritage and character places policy		
<p>PO 6 General amenity The operation of <i>Business and Community activities</i> are not unduly detrimentally affected by the proximity of <i>dwellings</i>.</p>	<p>AO 6.1 <i>Business and Community activities</i> maintain a level of impact on the immediate area comparable to a normal expectation for that use, even where adjacent to accommodation uses.</p> <p>AO 6.2 <i>Centre and Entertainment activities</i> preserve residential amenity within and surrounding the Principal centre zone outside of operating hours.</p>	<p>Performance Solution The proposed development has the potential to impact on the immediate area, including the adjacent motel use.</p> <p>Not Applicable</p>
<p>PO 7 Building appearance Buildings are designed to a high aesthetic standard. The design of buildings encourages the growth of the principal centre as the primary business and community centre for the region. Service spaces and facilities are designed and sited in an unobtrusive and convenient manner.</p>	<p>AO 7.1 Mechanical equipment and water tanks, material or equipment storage areas, and areas where work takes place are located or screened so as not to be visible from the road or public open space. Note: Mechanical equipment includes air conditioners and other plant equipment. It does not include solar panels for electricity generation or water heating and does not include antennas.</p>	<p>Complies Conditions can be applied to ensure all mechanical equipment are screened from public view.</p>
<p>PO 8 Outbuildings and ancillary storage</p>	<p>AO 8.1</p>	<p>Not Applicable</p>

PERFORMANCE OUTCOMES	ACCEPTABLE OUTCOMES	RESPONSE
<p>Outbuildings and other ancillary storage structures shall not compromise the amenity of the Principal centre zone.</p>	<p>The size of outbuildings is restricted to structures a maximum of 4.2 m in height.</p> <p>AO 8.2 A maximum of one shipping container used for storage that is incidental to the primary land use, is permitted at the premises.</p> <p>AO 8.3 The use of a shipping container for storage that is incidental to the primary land use is permitted only in circumstances where the shipping container:</p> <ul style="list-style-type: none"> (a) is located behind the principal building and is screened from any road frontage and/or adjoining property through the use of landscaping, fencing or other suitable screening structures (ie. lattice); (b) includes a stormwater discharge system in accordance with the <i>Building Code of Australia</i> and Council requirements to prevent rainwater ponding on the roof or nuisance to adjoining properties; (c) does not exceed 3 m in height and a total length of 12 m; (d) is uniform in colour and compliments the principal building to 	<p>The proposal does not include any outbuildings.</p>

PERFORMANCE OUTCOMES	ACCEPTABLE OUTCOMES	RESPONSE
	<p>which it is ancillary;</p> <p>(e) is in good repair with no visual rust marks;</p> <p>(f) is not used as fencing or screening;</p> <p>(g) is not used as an advertising device;</p> <p>(h) is not used for human habitation;</p> <p>(i) does not contain any sanitary facilities; and</p> <p>(j) is not located within 250 m of a heritage or character building.</p> <p>Note: 'Outbuildings' include any form of shipping container, railway carriage, pre-fabricated building or the like, that is used for storage that is ancillary to the primary land use.</p>	
<p>PO 9 Existing character</p> <p>The design of development recognises and responds to the surrounding commercial character of the centre. Buildings within the town centre with notable character and history are preserved in order to maintain a valued historical lineage as the town continues to grow.</p> <p>Note: The existing character of the street will be enhanced through the provision of buildings that complement existing buildings, and that incorporate awnings providing shade and comfort to pedestrians.</p>	<p>AO 9.1</p> <p>The development reflects the predominant elements of the surrounding urban area, including the positioning of buildings on their site, and the general form and materials of the surrounding buildings.</p> <p>Note: Where it is proposed that the development will substantially deviate from the predominant surrounding urban fabric, sufficient justification shall be given to explain the deviation. The Heritage and character policy gives guidelines for integrating new development into the existing streetscape and surroundings.</p>	<p>Complies</p> <p>The proposal is not in close proximity to any character buildings. The design is generally consistent with other drive through facilities.</p>
<p>PO 10 Pedestrian Comfort</p> <p>Development is to provide for the comfort and varying physical abilities of all people visiting, working or residing in the Principal centre Zone.</p>	<p>AO 10.1</p> <p>All commercial buildings are to have an awning:</p> <p>(a) spanning the width of the frontage of the building;</p> <p>(b) spanning the depth of</p>	<p>Alternative Solution</p> <p>The proposal is not located in a high pedestrian environment and no footpath or footpath awnings are proposed. An awning will be provided over the</p>

PERFORMANCE OUTCOMES	ACCEPTABLE OUTCOMES	RESPONSE
<p>Note: The existing character of the street will be enhanced through the provision of buildings that complement existing buildings, and that incorporate awnings providing shade and comfort to pedestrians.</p>	<p>the footpath at the frontage of the building; and (c) of a height no less than awnings of adjacent buildings, or if there are no adjoining buildings, not lower than the mean height of other commercial awnings in the zone.</p> <p>AO 10.2 Commercial buildings have provision for parking bicycles adjacent to the street.</p> <p>AO 10.3 All buildings must provide disabled access from the principal street frontage without interfering with existing footpath levels.</p> <p>AO 10.4 Footpaths are provided for the length of the property frontage to extend the footpath to the standard of the better of the footpaths fronting the adjoining properties. Note: Commercial buildings provide space for business, centre, community, or entertainment activities.</p>	<p>drive through and outdoor seating areas.</p> <p>Condition The applicant states that bicycle parking will be provided. If approved, conditions could be applied to achieve compliance.</p> <p>Complies The proposal will achieve suitable disabled access.</p> <p>Alternative Solution No footpaths are provided adjacent to the site that the development could connect in to.</p>
<p>PO 11 Active frontage Principal centre streets rely on pedestrian traffic for their continued vibrancy. Businesses in the zone depend on this</p>	<p>AO 11.1 Each lot has direct pedestrian access to the primary frontage, and</p> <p>AO 11.2</p>	<p>Condition to Comply If the development is to be approved, conditions could be applied for pedestrian access to be formally provided to both frontages.</p>

PERFORMANCE OUTCOMES	ACCEPTABLE OUTCOMES	RESPONSE
vibrancy for their custom, and development encourages this vibrancy. Active frontages provide interest and assist in the maintenance and development of the town's centre as a social space.	For secondary frontages, if direct pedestrian access is not provided, windows are provided along the frontage to allow customers to view the accommodated businesses and their products from the street.	
PO 12 Streetscape Buildings and structures within the principal centre streets contribute to the development of a visually vibrant town centre that incorporates a range of architectural styles that cumulatively reflect the town's long and proud history.		Complies The design of the building and the proposed use is considered to contribute to a vibrant town centre. The architectural styles are not consistent with historical buildings, however are generally consistent with the character of the area.
PO 13 Cultural heritage The physical integrity and significance of cultural heritage discovered during development is retained. Note: Cultural heritage refers to indigenous and non- indigenous cultural heritage.	AO 13.1 Protection of cultural heritage is achieved by demonstrated agreement with the appropriate aboriginal or cultural heritage body responsible for the care of that heritage.	Complies The site is not mapped as being subject to cultural heritage matters. This does not remove the developer's obligations under the cultural heritage duty of care.
Landscaping and Fencing		
Landscaping – refer to the Operational works landscaping code		
PO 14 Landscaping Street trees and landscaping at the site shall: (a) contribute positively to the built form and the street; (b) be visually pleasing and create an attractive environment; (c) be located to take account of the direction of the breezes and sun; (d) be located to give privacy and buffering from or for any incompatible uses,	Note: Refer to <i>SC6.2 Planning scheme policy – Landscaping</i> for guidance on designing and establishing landscape works. Note: Landscape works within, or directly adjacent to, a State-controlled road corridor require approval from Department of Transport and Main Roads in accordance with the <i>Transport Infrastructure Act 1994 and Transport</i> and the Department of Main Roads <i>Road Landscape Manual</i> .	Performance Solution The applicant states that landscaping will be provided on all boundaries of the site. No detail of the planting types has been provided. Further it is noted that vehicle manoeuvring areas associated with the designated car parking spaces conflicts with landscaping provided along the property frontage. If approved, conditions should be applied to provide

PERFORMANCE OUTCOMES	ACCEPTABLE OUTCOMES	RESPONSE
(e) be located to avoid interference with electricity lines and other infrastructure; and (f) maintain sightlines at intersections for traffic.		amended plans demonstrating detailed landscaping plans and vehicle manoeuvring that does not conflict with landscaping areas.
PO 15 Fencing Where adjoining <i>Accommodation activities</i> , fencing provides separation for privacy.	AO 15.1 Sites for <i>Business, Community and Entertainment activities</i> that adjoin land that is proposed to be used or is already used, for <i>Accommodation activities</i> is to be fenced along the common boundaries; and AO 15.2 The constructed fence is to consist of a 1.8 m high solid structure.	Condition to Comply If approved, the development should be conditioned to construct a suitable acoustic fence along the northern and western boundaries to maintain amenity to the adjoining motel use.
Avoiding nuisance		
PO 16 Operating Hours Development is operated in a manner that ensures the local amenity is protected.	AO 16.1 Where adjoining sensitive land uses, operating hours are between the hours of 7.00 am and 8.00 pm. Note: Sensitive land uses are defined in the State Planning Policy.	Alternative Solution The site adjoins a motel, defined as a sensitive land use. The applicant proposes to operate the use from 4:00am to 9:00pm, seven days a week. Conditions could be applied to require an acoustically rated fence to be constructed, however the applicant has not demonstrated that the use will not impact local amenity.
PO 17 Delivery of Goods The loading and unloading of goods occur at the appropriate times to protect the amenity of the area and surrounding areas.	AO 17.1 Where adjoining sensitive land uses, loading and unloading of goods occur: <ul style="list-style-type: none"> • 7:00 am to 6:00 pm Monday to Friday, • 8:00 am to 5:00 pm 	Performance Solution The applicant states that deliveries will not occur outside the proposed hours. However, significant traffic conflicts will impact the

PERFORMANCE OUTCOMES	ACCEPTABLE OUTCOMES	RESPONSE
	<p>Saturday.</p> <p>AO 17.2</p> <p>No loading or unloading occurs on Sundays or Public Holidays.</p> <p>Note: Sensitive land uses are defined in the State Planning Policy.</p>	<p>viability of deliveries occurring within trading hours.</p>
<p>PO 18 Noise emissions</p> <p>Noise emissions from premises do not cause a nuisance to adjoining properties or sensitive land uses.</p>	<p>Note: Sensitive land uses are defined in the State Planning Policy.</p>	<p>Performance Solution</p> <p>Conditions could be applied to require an acoustically rated fence to be constructed, however the applicant has not demonstrated that the use will not impact local amenity.</p>
<p>PO 19 Lighting</p> <p>Lighting is designed in a manner that ensures ongoing amenity and safety in the activity area, whilst ensuring surrounding areas are protected from undue glare or lighting overspill.</p>	<p>AO 19.1</p> <p>All lighting does not exceed 8.0 lux at 1.5 m beyond any site boundary adjoining sensitive land uses.</p> <p>AO 19.2</p> <p>Lighting is provided below footpath awnings to illuminate the footpath between sunset and midnight</p> <p>Note: Sensitive land uses are defined in the State Planning Policy.</p>	<p>Alternative Solution</p> <p>Lighting of the site will exceed 8.0 lux at 1.5m beyond the boundary of the site.</p> <p>Conditions can be applied to ensure lighting is directed away from the motel as an adjoining sensitive land use.</p>
<p>PO 20 Refuse storage</p> <p>Refuse storage areas are:</p> <ul style="list-style-type: none"> (a) located in convenient and unobtrusive positions; (b) screened from the street and adjoining uses; and (c) capable of being serviced by a waste collector if required 	<p>AO 20.1</p> <p>Refuse storage areas are located behind the front building line and are screened from view from the street and any adjoining residential uses by a 1.8 m high screen fence of maximum transparency of 50%.</p> <p>AO 20.2</p>	<p>Does not Comply</p> <p>Refuse storage areas are located on the northern side of the building. Screening will be provided around the refuse storage areas.</p> <p>The applicant has not demonstrated that a rubbish vehicle can enter and exit the site in a forward gear to service the refuse areas.</p>

PERFORMANCE OUTCOMES	ACCEPTABLE OUTCOMES	RESPONSE
to be emptied on site.	Service vehicle access and manoeuvring areas are to be provided on-site in accordance with the <i>Capricorn Municipal Development Guidelines</i> , to enable waste collection.	
ENGINEERING		
<i>Earthworks – refer to the Operational works excavation or filling code</i>		
<i>Infrastructure – refer to the Operational works infrastructure code</i>		
Erosion Control		
<p>PO 21 Construction activities Both erosion control and silt collection measures are undertaken to ensure the protection of environmental values during construction.</p>	<p>AO 21.1 During construction, soil erosion and sediment are managed in accordance with the <i>Capricorn Municipal Development Guidelines</i>.</p>	<p>Complies Conditions could be applied to ensure erosion and sediment control measures are implemented during construction.</p>
Provision of services		
<p>PO 22 Electricity supply Premises are provided with a supply of electricity adequate for the activity.</p>	<p>AO 22.1 Premises are connected to the reticulated electricity infrastructure. The connection is to be approved by the relevant energy regulatory authority; and/or</p> <p>AO 22.2 Renewable energy systems contribute to the supply and use of electricity to and from the grid.</p>	<p>Complies The site will be connected to reticulated electricity.</p>
<p>PO 23 Gas supply Where a reticulated gas supply is available: (a) premises are provided with a supply of reticulated gas adequate for the activity; and (b) access to reticulated infrastructure is to be</p>	<p>AO 23.1 Where available, premises are connected to Council's reticulated gas system.</p>	<p>Complies The development can be connected to reticulated gas.</p>

PERFORMANCE OUTCOMES	ACCEPTABLE OUTCOMES	RESPONSE
maintained for maintenance and replacement purposes.		
<p>PO 24 Water supply To ensure the provision of a potable and fire- fighting water supply:</p> <p>(a) premises are provided with a supply and volume of water adequate for the activity; and</p> <p>(b) access to reticulated water infrastructure is to be maintained for maintenance and replacement purposes.</p>	<p>AO 24.1 Premises are connected to Council’s reticulated water system.</p> <p>AO 24.2 Construction over Council water infrastructure requires approval from the relevant Council department prior to the commencement of works at the site.</p> <p>AO 24.3 Where possible, a clear level area of a minimum of 2.5 m radius surrounding existing manholes is provided for maintenance purposes.</p>	<p>Complies The development can be connected to the reticulated water network.</p> <p>No water mains are located within the development site.</p>
<p>PO 25 Effluent disposal To ensure that public health and environmental values are preserved:</p> <p>(a) all premises provide for the effective treatment and disposal of effluent and other wastewater; and</p> <p>(b) access to reticulated infrastructure is to be maintained for maintenance and replacement purposes.</p>	<p>AO 25.1 Premises are connected to Council’s reticulated sewerage system.</p> <p>AO 25.2 Construction over Council sewerage infrastructure requires approval from the relevant Council department prior to the commencement of works at the site.</p> <p>AO 25.3 Where possible, a clear level area of a minimum of 2.5 m radius surrounding existing manholes is provided for maintenance purposes.</p>	<p>Complies The development can be connected to the reticulated sewer network.</p> <p>No sewer mains are located within the development site</p>

Stormwater and drainage

PERFORMANCE OUTCOMES	ACCEPTABLE OUTCOMES	RESPONSE
<p>PO 26 Stormwater and inter-allotment drainage Stormwater is collected and discharged to:</p> <ul style="list-style-type: none"> (a) protect the stability of buildings and the use of adjacent land; (b) prevent water-logging of nearby land; (c) protect and maintain environmental values; and (d) maintain access to reticulated infrastructure for maintenance and replacement purposes. 	<p>AO 26.1 Stormwater and inter-allotment drainage is collected and discharged in accordance with the <i>Capricorn Municipal Development Guidelines</i>, and</p> <p>AO 26.2 Construction over Council stormwater infrastructure requires approval from the relevant Council department prior to the commencement of works at the site.</p> <p>AO 26.3 Where possible, a clear level area of a minimum of 2.5 m radius surrounding existing manholes is provided for maintenance purposes.</p>	<p>Complies The applicant has provided a stormwater management report to demonstrate the design adequately manages stormwater on site.</p>
Roads and rail		
Infrastructure – refer to the Infrastructure overlay code		
for development in the proximity of, or potentially affecting State infrastructure.		
<p>PO 27 Protection of State controlled roads Development adjacent to State controlled roads is located to ensure safe and efficient use of the highway, and maintain and enhance the integrity of the highway as a link between centres.</p>	<p>AO 27.1 Lots with primary access to a State controlled road have a single access only. Vehicles must always enter and exit the site in a forward direction.</p> <p>AO 27.2 Where access is available to a road other than a State controlled road from the lot, access shall be from the local road.</p>	<p>Does not comply The applicant has not demonstrated that all vehicles can enter and exit in a forward gear. The service vehicle manoeuvring paths for a Medium Rigid Vehicle (MRV) conflict with customer queuing areas. Therefore, while the use is operational, service vehicles may be impeded from entering and exiting the site in a forward gear.</p> <p>In addition, the applicant has not demonstrated that a Rubbish Collection</p>

PERFORMANCE OUTCOMES	ACCEPTABLE OUTCOMES	RESPONSE
		<p>Vehicle (RCV) can enter and exit the site in a forward gear. A RCV has a standard length of 10.2m while a MRV has a length of 8.8m. No information on refuse collection has been provided.</p> <p>While the site has access via Bowen Street, access is proposed via Quintin Street.</p> <p>For the above reasons, it is considered that the proposed development will impact the safe and efficient use of the highway and impact the integrity of the network.</p>
<p>PO 28 Roads An all-weather road is provided between the premises and the existing road network.</p>	<p>AO 28.1 Roads are designed and constructed in accordance with the <i>Capricorn Municipal Development Guidelines</i>.</p> <p>AO 28.2 Premises have an approved access to the existing road network.</p>	<p>Not Applicable No new roads are proposed.</p> <p>Complies The development has access to the existing road network.</p>
Access, parking and manoeuvring		
<p>PO 29 Vehicle access Vehicle access to a road is provided to a standard appropriate for the Principal centre zone.</p>	<p>AO 29.1 Access roads are to be sealed and connect to the existing road network via a crossover designed and constructed in accordance with <i>Capricorn Municipal Development Guidelines</i>.</p> <p>AO 29.2 Kerb and channelling 5m on either side of new</p>	<p>Not Applicable No new roads are proposed.</p> <p>Condition to comply Conditions could be applied to ensure kerb is renewed in</p>

PERFORMANCE OUTCOMES	ACCEPTABLE OUTCOMES	RESPONSE
	<p>crossovers are to be renewed.</p> <p>AO 29.3 Access is to be designed and constructed in accordance with the <i>Capricorn Municipal Development Guidelines</i>.</p> <p>Note: An 'all-weather' road is a road that remains accessible during all normal weather events but exclude continued functioning during natural hazard events such as fire and flood.</p>	<p>accordance with the Acceptable Outcome.</p> <p>The access has been approved and conditions applied by the Concurrence Agency.</p>
<p>PO 30 Parking and manoeuvring Vehicle parking and service vehicle provision is adequate for the activity and ensures both safety and functionality for motorists and pedestrians.</p> <p>Note: Council will consider the provision of off-site car parking in lieu of Schedule 9 Parking Standards requirements.</p>	<p>AO 30.1 Where the existing floor area is redeveloped for an alternate use listed as accepted development subject to requirements or code assessable in the Principal centre, there are nil car parking number requirements for that existing portion of floor area.</p> <p>AO 30.2 All uses provide vehicle parking in accordance with Schedule 7, Parking Standards.</p> <p>AO 30.3 All uses provide for vehicle manoeuvring in accordance with Australian Standard AS 2890.</p> <p>AO 30.4 All car parking, access and manoeuvring areas are to be sealed with an impervious surface.</p> <p>AO 30.5</p>	<p>AO30.1 Not Applicable</p> <p>AO30.2, AO30.3, AO30.5 - Does not comply Schedule 7 requires parking to be provided at a rate of 1 space per 50m², plus queuing for 6 vehicles. While the applicant submits there are 11 spaces for queuing on site, queuing should be measured from the originating conflict point, being the order point. Therefore, the development does not include queuing for 6 vehicles as required.</p> <p>Further, the car parking spaces and queuing areas overlap. Any queued vehicles would therefore prevent safe manoeuvring for any parked vehicles.</p> <p>Schedule 7 also requires</p>

PERFORMANCE OUTCOMES	ACCEPTABLE OUTCOMES	RESPONSE
	<p>All vehicles drive forward when entering and exiting the site.</p>	<p>that the minimum service vehicle provision for a Food and Drink Outlet is a Heavy Rigid Vehicle. The application documents provide manoeuvring templates for a Medium Rigid Vehicle (MRV). The applicant has not provided evidence that a Heavy Rigid Vehicle (HRV) is not required to access the site. As also noted above, the applicant states that service vehicles will access the site between 7am and 6pm. Based on the manoeuvring plans submitted, the MRV service vehicle cannot enter and exit the site in a forward gear if vehicles are queued.</p> <p>In addition, a rubbish collection vehicle is larger than a MRV and the applicant has not demonstrated the safe access and egress of a Rubbish Collection Vehicle (RCV) in a forward gear.</p> <p>The applicant has therefore failed to demonstrate that vehicle parking and service vehicle provisions are adequate for the scale of the activity and ensures the safety and functionality for motorists.</p>

ENVIRONMENTAL

PERFORMANCE OUTCOMES	ACCEPTABLE OUTCOMES	RESPONSE
<p>PO 31 Air emissions Air emissions including odour do not cause environmental harm or nuisance to adjoining properties or sensitive land uses.</p>	<p>Note: Sensitive land uses are defined in the State Planning Policy.</p>	<p>Complies The use may have odour impacts however are expected to be within acceptable limits.</p>
<p>PO 32 Energy use Non-renewable energy use is minimised through efficient design and the adoption of alternative energy sources.</p>	<p>AO 32.1 Passive solar design principles are adopted in buildings in order to maximise energy efficiency.</p>	<p>Complies Awnings provide shade along the western boundary to provide passive solar design.</p>
	<p>AO 32.2 Building design and orientation provide opportunities for the incorporation of alternative energy technologies.</p>	<p>Complies The development can implement alternative energy technologies in the future.</p>
<p>PO 33 Water quality The standard of effluent and/or stormwater runoff from premises ensures the quality of surface water is suitable for:</p> <ul style="list-style-type: none"> (a) the biological integrity of aquatic ecosystems; (b) recreational use; (c) supply as drinking water after minimal treatment; (d) agricultural use or industrial use; and (e) minimises nuisance or harm to adjoining landowners. 		<p>Complies If approved, the development could be conditioned to comply with stormwater quality outcomes.</p>

Infrastructure Overlay Code

The relevant performance and acceptable outcomes for development in proximity to state-controlled roads relate to Transport Noise Corridor provisions for sensitive land uses. These provisions are not relevant to the proposed development and no further assessment has been undertaken.

Airport Environs Overlay Code

The height of the proposed development will not intrude upon the Obstacle Limitation Surface. The use is not also associated with the bulk handling or disposal of putrescible waste and is not expected to create light or emissions impacts that would affect the safe operation of the Roma Airport.

The proposed development is considered to comply, or would be able to be conditioned to comply, with all requirements of the Airport Environs Overlay Code.

Operational Works – Advertising Devices Code

PERFORMANCE OUTCOMES	ACCEPTABLE OUTCOMES	RESPONSE
PLANNING		
Amenity		
<p>PO 1 General amenity Advertising devices: (a) are compatible with the existing and future planned character of the locality in which it is erected; (b) are compatible with the scale, proportion, bulk and other characteristics of buildings, structures, landscapes and other advertising devices on the site; (c) are of a scale, proportion and form that is appropriate to the streetscape or other setting in which it is located; (d) are located and designed to be compatible with the nature and extent of development and advertising devices on adjoining sites and not interfere with the reasonable enjoyment of</p>	<p>AO 1.1 Advertising devices maintain consistency with the style, scale, building and roof alignments, colours, patterns and other architectural qualities of the building or premises on which they are established.</p> <p>AO 1.2 Advertising devices do not impede existing views or vistas to landscape features, significant buildings, places of historical or cultural significance or important view corridors.</p> <p>AO 1.3 Advertising devices do not incorporate overt or explicit language or visual content that is likely to be offensive to the general public.</p>	<p>Complies The proposed signage is designed to be consistent with the architectural features of the proposed building.</p> <p>Complies The proposed advertising device will not impede existing views.</p> <p>Complies The signage does not incorporate overt or explicit language.</p>

PERFORMANCE OUTCOMES	ACCEPTABLE OUTCOMES	RESPONSE
<p>those sites;</p> <p>(e) are located and designed to:</p> <p>(i) not unduly dominate the visual landscape;</p> <p>(ii) maintain views or vistas of public value; and</p> <p>(iii) protect the visual amenity of scenic routes;</p> <p>(f) are designed to achieve a high standard of architectural, urban and landscape design;</p> <p>(g) do not detract from the architectural, urban or landscape design standards of a locality (including any streetscape improvement programs implemented by the Council);</p> <p>(h) do not overshadow any adjoining premises;</p> <p>(i) are located and designed so as not to contribute to the proliferation of visual clutter; and</p> <p>(j) where possible, are incorporated within a landscaped environment and/or integrated with the building design.</p>	<p>AO 1.4</p> <p>Directional signs are used to advertise:</p> <p>(a) a community facility;</p> <p>(b) a recreation facility;</p> <p>(c) a refreshment establishment; or</p> <p>(d) short-term/tourist accommodation.</p> <p>AO 1.5</p> <p>Advertising devices comply with Table 9.4.1.4.2 – Specific requirements for particular sign types.</p> <p>Note: All dimensions set out in the <i>Table 9.4.1.4.2 – Specific requirements for particular sign types</i> are inclusive of framing and structural components of the <i>Advertising device</i>, with the exception of vertical structures supporting a <i>Freestanding sign</i>.</p>	<p>Not Applicable</p> <p>Addressed below</p>
<p>PO 2 Building appearance</p> <p>The maximum sign face area of an advertising device does not unduly detract from a building or location where the device is positioned, including:</p> <p>(a) visually dominating the appearance of a building; or</p> <p>(b) being visually obtrusive</p>	<p>AO 2.1</p> <p>Advertising devices are complementary to the architecture of the building/s and proportional to the building or structure on which they are placed.</p> <p>AO 2.2</p> <p>The area of any building façade visible from a public place (including all windows</p>	<p>Complies</p> <p>The proposed signage is designed to be consistent with the architectural features of the proposed building.</p> <p>Complies</p> <p>The proposed signage does not obscure windows</p>

PERFORMANCE OUTCOMES	ACCEPTABLE OUTCOMES	RESPONSE
in the streetscape or natural landscape setting.	or wall faces) obscured by advertising devices does not exceed an area equivalent to 30% of the building façade.	within the building.
<p>PO 3 Character buildings and cultural heritage Advertising devices do not detract from buildings and sites of cultural and/or heritage significance.</p>	<p>AO 3.1 Advertising devices installed on premises containing a place of historical or cultural significance identified in <i>SC6.3 - Planning scheme policy – Cultural heritage and character places</i>, is integrated into existing building elements (as illustrated below, and complements and respects the heritage values of the building and its surrounds.</p>	Not Applicable
Avoiding nuisance		
<p>PO 4 Nuisance <i>Advertising devices</i> are managed to prevent environmental nuisance and adverse impacts, including lighting, to adjoining premises and sensitive uses.</p> <p>Note: To demonstrate compliance to the assessment manager, it may be necessary to provide information detailing how the site will be managed, including the measures that will be implemented to minimise environmental nuisance throughout the duration of the <i>Operational works</i>.</p> <p>Note: Sensitive land uses are defined in the State Planning Policy.</p>	<p>AO 4.1 <i>Operational works</i> occur only between the hours of 7:00 am to 6:00 pm Monday to Saturday, excluding public holidays.</p> <p>AO 4.2 External and internal access routes and areas of disturbance on the site are watered to ensure that no dust emissions, including dust associated with construction and vehicle movements, extend beyond the boundary of the site.</p> <p>AO 4.3 Noise generating equipment is enclosed, shielded or acoustically treated in a manner that ensures the equipment does not create environmental harm.</p> <p>AO 4.4 Construction lighting does not exceed 8.0 lux when</p>	<p>Condition to comply Conditions could be applied to control construction hours, dust emissions, noise and lighting impacts.</p>

PERFORMANCE OUTCOMES	ACCEPTABLE OUTCOMES	RESPONSE
	<p>measured at or above ground level, at any point 1.5 m outside the boundary of the premises on which it is located</p>	
<p>PO 5 Lighting The illumination of advertising devices does not:</p> <ul style="list-style-type: none"> (a) cause nuisance to adjoining properties or nearby residents; (b) detract visually from the amenity of the surrounding area; or (c) create a safety hazard, including a traffic safety hazard. 	<p>AO 5.1 Illuminated advertising devices:</p> <ul style="list-style-type: none"> (a) are not located in the General residential zone, Rural residential zone or within 100 m of the boundary of a sensitive land use; (b) are associated only with businesses that operate at night and are switched off at any time that the business is not operating; and (c) do not contain lights that strobe or flash, or consist of video, LCD, LED, Plasma or similar screens. <p>Note: Sensitive land uses are defined in the State Planning Policy.</p> <p>AO 5.2 The vertical illumination resulting from direct, reflected or other incidental light emanating from the <i>Advertising device</i> does not exceed 8.0 lux when measured at or above ground level, or exceed at any point 1.5 m outside the boundary of the premises on which it is located.</p>	<p>Alternative Solution The site is located in the Principal Centre Zone however is located within 100m of a sensitive land use. The proposed signage will be illuminated. Based on existing street lighting in the locality, the illuminated sign is not considered likely to cause a nuisance.</p>
<p>PO 6 Movement Advertising devices do not incorporate elements that move or give the impression of movement.</p> <p>Note: PO 6 does not apply to</p>	<p>AO 6.1 The <i>Advertising device</i> does not revolve, move or otherwise contain mechanisms that give the impression of movement.</p>	<p>Complies The proposed signage is stationary.</p>

PERFORMANCE OUTCOMES	ACCEPTABLE OUTCOMES	RESPONSE
a freestanding sign in the form of a billboard which may incorporate moving faces where contained within the device, or a commercial flag sign.		
<p>PO 7 Establishment and maintenance Advertising devices are designed and located to minimise ongoing maintenance and associated costs.</p>	<p>AO 7.1 Advertising devices are constructed of materials that are durable, robust and easily maintained in a neat, clean and tidy manner at all times.</p> <p>AO 7.2 Advertising devices provide sufficient clearance to pedestrian thoroughfares and roads to:</p> <p>(a) discourage vandalism as devices are positioned beyond the reach of pedestrians; and</p> <p>(b) avoid conflict with footpath maintenance vehicles.</p>	<p>Complies The proposed signage is considered to be suitably durable.</p> <p>Complies The advertising signage is provided with sufficient clearance to discourage vandalism. No footpaths are constructed in the locality.</p>
ENGINEERING		
Erosion control		
<p>PO 8 Erosion control Advertising devices are designed, sited and constructed to:</p> <p>(a) ensure the stability of soils;</p> <p>(b) minimise erosion; and</p> <p>(c) protect the environmental values of water and the functionality of stormwater infrastructure from the impacts of erosion, turbidity and sedimentation both on, and downstream of the development site.</p>	<p>AO 8.1 Erosion and sediment controls are planned, designed and constructed in accordance with the <i>Capricorn Municipal Development Guidelines</i>. To the extent practicable, erosion and sediment controls are established prior to the commencement of works and are monitored, maintained and adjusted as necessary to ensure their ongoing effectiveness.</p> <p>Note: To demonstrate compliance to the assessment manager, development applications may need to be accompanied by an</p>	<p>Condition to comply If approved, erosion and sediment control measures can be adequately conditioned.</p>

PERFORMANCE OUTCOMES	ACCEPTABLE OUTCOMES	RESPONSE
	Erosion and Sediment Control Plan that meets or exceeds the requirements of the <i>Capricorn Municipal Development Guidelines</i> .	
<p>PO 9 Construction activities</p> <p>The construction of advertising devices (including traffic and parking generated by construction activities) is managed to:</p> <ul style="list-style-type: none"> (a) prevent damage to infrastructure; (b) ensure the safe movement of traffic; (c) protect persons and property through and/or around the site; and (d) avoid adverse impacts on the amenity of the surrounding area. 	<p>AO 9.1</p> <p>The construction of advertising devices is undertaken in a manner that ensures:</p> <ul style="list-style-type: none"> (a) infrastructure, public services and utilities are protected from damage during construction; (b) maximum and minimum soil cover is maintained to underground infrastructure in accordance with the manufacturer's/asset owner's specifications; (c) access for the maintenance of services is not obstructed or inhibited; and (d) the capacity or function of infrastructure is not reduced. <p>AO 9.2</p> <p>Pedestrian, cyclists and vehicular traffic and parking generated as a result of, and/or impacted by construction works, is managed in accordance with the <i>Capricorn Municipal Development Guidelines</i>.</p> <p>Note: To demonstrate compliance to the assessment manager, the submission of a Traffic Guidance Scheme that meets or exceeds the requirements of the <i>Capricorn Municipal Development Guidelines</i> may be required.</p> <p>AO 9.3</p> <p>The transportation of materials, equipment and machinery to and from the site is undertaken in a manner that:</p>	<p>Complies</p> <p>The signage is proposed to be adequately separated from infrastructure and public services utilities.</p> <p>Condition to comply</p> <p>If approved, traffic management can be conditioned to be provided.</p> <p>Complies</p> <p>Transportation of materials and equipment to site is expected to be via major state-</p>

PERFORMANCE OUTCOMES	ACCEPTABLE OUTCOMES	RESPONSE
	<p>(a) ensures public roads are kept free of dust and any spoil; and</p> <p>(b) involves the use of only major roads to access the site or where there is no major road alternative, requires the use of a minor road for the shortest, most direct route that will create the least amount of environmental nuisance and disruption to sensitive land uses</p> <p>Note: Major roads are State-controlled roads and those classified as Rural Arterial, Rural Collector, Industrial Collector, Industrial Access, Trunk Collector and Urban Collector – Major in Council’s policy: Register of Roads. Minor Roads include all other road classifications identified in the policy.</p> <p>Note: Sensitive land uses are defined in the State Planning Policy.</p> <p>AO 9.4 Contractor parking does not prevent or obstruct access to adjoining properties or roads.</p> <p>AO 9.5 The costs of any alterations or repairs to utilities, roads and drainage infrastructure that is required as a result of damage from construction works, are met by the developer.</p>	<p>controlled roads if the development is approved.</p>
<p>PO 10 Infrastructure Advertising devices do not obstruct, interfere with, damage or increase the risk of damage to, or inundation of, public infrastructure or works.</p>	<p>AO 10.1 The location installation and built form of advertising devices does not adversely affect the function of, or access to infrastructure, public services or utilities.</p>	<p>Complies The signage is proposed to be adequately separated from infrastructure and public services utilities.</p>

PERFORMANCE OUTCOMES	ACCEPTABLE OUTCOMES	RESPONSE
Provision of services		
<p>PO 11 Electricity supply An <i>Advertising device</i> utilising electricity is safe and electrical componentry is integrated into the device.</p>	<p>AO 11.1 All conduits, wiring, switches or other electrical apparatus installed on the advertising device are concealed from view.</p> <p>AO 11.2 No electrical equipment is mounted on exposed surfaces of the advertising device.</p>	<p>Condition to comply If approved, electrical supply requirements can be conditioned.</p>
Roads and rail		
<p>PO 12 Road and pedestrian safety Advertising devices are designed, located and constructed to maintain the efficient function of road infrastructure and not impede safe vehicular and pedestrian movements.</p> <p>Note: It may be necessary to obtain approval from the Department of Transport and Main Roads for advertising devices located within or adjacent to a State-controlled road. It is recommended development proponents refer to the <i>Roadside Advertising Manual</i> available on the Department's website.</p>	<p>AO 12.1 Advertising devices do not:</p> <ul style="list-style-type: none"> (a) resemble traffic control devices; (b) give instructions to traffic; (c) resemble a hazard or warning light through colour or method of operation, if visible from a road; (d) cause interference with the visibility of any traffic sign, traffic signal, street name, hazard or warning lights; (e) encroach onto any part of a road, road reserve, pedestrian or cycle path; (f) incorporate highly reflective materials or finishes; (g) cause significant visual or physical obstruction of, or distraction to, vehicular or pedestrian traffic. <p>Note: Advertising devices visible from, or within a State-controlled road corridor require approval by the Department of Transport and Main Roads and are subject to the Department's <i>Roadside Advertising Manual</i>.</p> <p>AO 12.2</p>	<p>Complies The proposed sign does not resemble regulatory traffic signs.</p>

PERFORMANCE OUTCOMES	ACCEPTABLE OUTCOMES	RESPONSE
	A minimum 2.4 m high clearance to a pedestrian accessway is provided below any <i>Advertising device</i> .	
<p>PO 13 Public safety Advertising devices are designed, located and constructed to ensure that public safety is not compromised.</p>	<p>AO 13.1 Advertising devices are :</p> <ul style="list-style-type: none"> (a) designed and engineered to a standard that is structurally sound and satisfies the wind classification for the area within which they are located; (b) designed and constructed so as not to have any sharp edges; (c) appropriately secured and supported so as to cause no injury or damage to persons or property; (d) not displayed on or attached to a tree, roadside pole or official traffic or safety sign; (e) appropriately separated from electricity infrastructure. <p>AO 13.2 No support, fixing or other system required for the proper installation of the <i>Advertising device</i> is exposed.</p>	<p>Complies The advertising device would require a future Building Approval to assess the structural design. The sign will be appropriately secured and can be conditioned to be separated from above ground electricity wires.</p>
Freestanding sign		
<p>An advertising device positioned on the ground or mounted on one or more vertical supports.</p> <p>Note: <i>Freestanding signs</i> include billboard signs, ground signs and pylon signs.</p>	<p>A <i>Freestanding sign</i>:</p> <ul style="list-style-type: none"> (a) is not erected on land included within: <ul style="list-style-type: none"> (i) the General residential zone, Rural residential zone; or (ii) the Recreation and open space zone or Township zone, unless adjacent to a major road; (b) is mounted as a 	<p>Alternative Solution The site is located in the Principal Centre Zone and is proposed as a freestanding sign.</p> <p>The size of the sign is 5m², exceeding the 4.5m² size limit, and will be 8m in</p>

Maranoa Regional Council

Ordinary Meeting - 6 March 2024

PERFORMANCE OUTCOMES	ACCEPTABLE OUTCOMES	RESPONSE
	<p>freestanding structure in a landscaped environment;</p> <p>(c) does not exceed a maximum of sign face area of 4.5 m² per side for a maximum of two sides unless located on land within the Rural zone where the maximum sign face area does not exceed 6 m² per side for a maximum of two sides;</p> <p>(d) does not exceed 7 m in height above natural ground level;</p> <p>(e) is sited a minimum distance of 2 m from any site boundary;</p> <p>(f) is limited to one sign per allotment (including where one site has multiple tenancies/occupancies); and</p> <p>(g) is designed and treated in such a way that the supporting framework, supports and back of the sign face area blend with the surrounding streetscape or field of view.</p> <p>Note: Major roads are State-controlled roads and those classified as Rural Arterial, Rural Collector, Industrial Collector, Industrial Access, Trunk Collector and Urban Collector – Major in Council’s policy: Register of Roads.</p> <p>The total number of <i>Freestanding signs</i> per site, other than where a billboard, does not exceed:</p> <p>(a) one sign where the street front boundary length of the site is 30 m or less; or</p> <p>(b) two signs where the street front boundary length of the site is more than 30 m.</p>	<p>height. The sign is proposed to be located in the south-eastern corner of the site, and will not be set back 2m from the site boundaries.</p> <p>One sign is proposed for the use and the design of the sign is intended to blend with the architectural features of the building.</p> <p>One sign is proposed.</p>

PERFORMANCE OUTCOMES	ACCEPTABLE OUTCOMES	RESPONSE
	<p>A <i>Freestanding sign</i> in the form of a billboard:</p> <ul style="list-style-type: none"> (a) is erected only on land included within the Industry zone or Rural zone; (b) has a maximum sign face area of 18 m² per side for a maximum of two sides; (c) does not exceed 7 m in height above natural ground level; (d) is sited a minimum distance of 2 m from any site boundary; and (e) is separated from any other <i>Freestanding sign</i> in the form of a billboard by a minimum distance of 300 m of street front boundary length. 	<p>Not Applicable</p>

Input into the Report & Recommendation:

External

The application triggered referral to the State Assessment and Referral Agency, with the Department of Transport and Main Roads as the technical agency. SARA provided a Concurrence Agency Response on 18 January 2024, approving the development subject to conditions.

Independent traffic engineering advice was also sought from Traffic and Transport Plus.

Internal

Internal advice and comments were provided by:

- Director – Regional Development, Environment and Planning (former)
- Local Area Directors and Executive
- Senior Engineer – Program and Contract Management (RPEQ)

Funding Bodies:

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

This Financial Year’s Budget:

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

Future Years’ Budgets:

As above.

Impact on Other Individuals or Interested Parties:

Council’s decision regarding this matter will impact Roma Central Pty Ltd as trustee for Roma Central Trust as the applicant and Warrego Equities Pty Ltd and Challenge United Pty Ltd as the landowner/s.

The Department of Transport and Main Roads are considered to be an interested party to the development application.

Risks:

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

Advice to Council:

It is considered that the proposal presents significant conflicts with the applicable assessment benchmarks. Further, it is not considered that reasonable and relevant conditions could be applied to address the areas of conflict.

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

- (a) approve all or part of the application; or
- (b) approve all or part of the application, but impose development conditions on the approval; or
- (c) refuse the application.

Recommendation:

That Council endorse the officer’s recommendation and refuse the development application for a Material Change of Use for a “Food and Drink Outlet” (Drive Through Coffee Shop) and Operational Works “Advertising Device” at 41 Quintin Street, Roma (described as Lot 1 on RP41599) for the reasons outlined.

Link to Corporate Plan:

Corporate Plan 2023-2028

Strategic Priority 4: Growing our region

4.7 Plan and manage the growth of our towns

Supporting Documentation:

[1](#) 2023/20962 - MCU Food Drink Outlet and OPW Adv Sign - Proposal Plans D24/19884

Report authorised by:

(Acting) Director - Regional Development, Environment & Planning

ZARRAFFA'S COFFEE ROMA

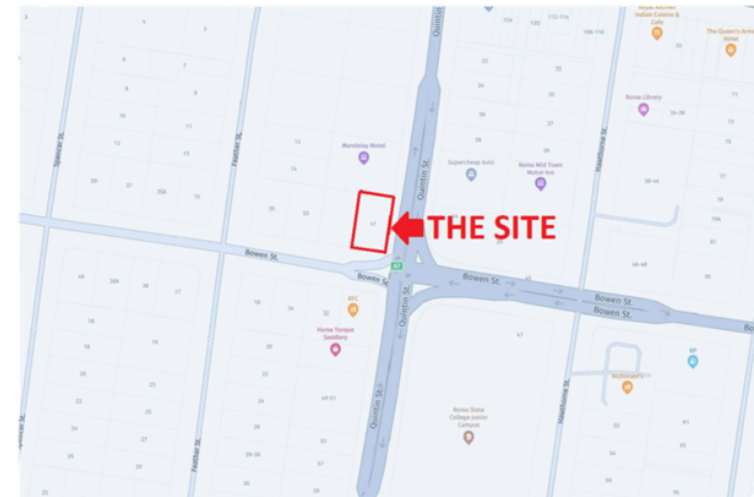
41 QUINTIN STREET,
ROMA, QUEENSLAND, 4455

DEVELOPMENT APPLICATION

DRAWING REGISTER

2023047-A000	COVER SHEET
2023047-A100	EXISTING SITE PLAN
2023047-A110	EXISTING STREET VIEW ELEVATIONS SHEET 1 OF 2
2023047-A111	EXISTING STREET VIEW ELEVATIONS SHEET 2 OF 2
2023047-A120	PROPOSED SITE PLAN
2023047-A180	VEHICLE PATH PLAN
2023047-A200	PROPOSED BUILDING FLOOR PLAN
2023047-A300	PROPOSED BUILDING ELEVATIONS SHEET 1 OF 2
2023047-A301	PROPOSED BUILDING ELEVATIONS SHEET 2 OF 2


REAL PROPERTY DESCRIPTION
 LOT 1 ON RP41599
 PARISH OF ROMA
 COUNTY OF WALDEGRAVE
 LGA : MARANOVA REGIONAL COUNCIL
 SITE AREA: 1012m²

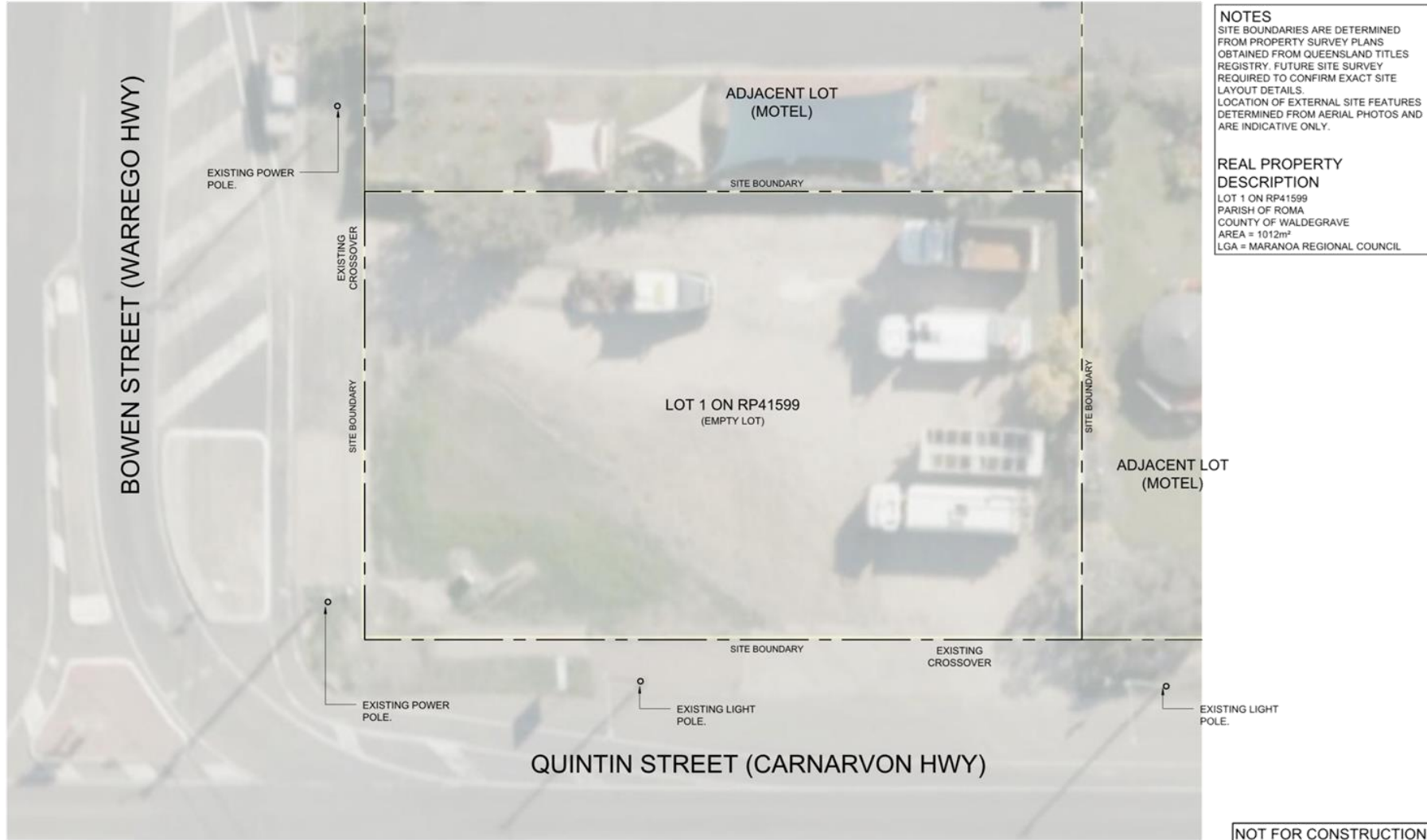


1 LOCALITY PLAN
 SCALE - NTS

NOT FOR CONSTRUCTION

DEVELOPMENT APPROVAL

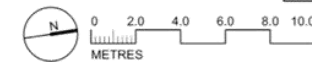
 L/18, 888 Sandgate Rd, Clayfield, Qld 4071 PO Box 65, Morgans Beach Qld 4019 info@intotum.com.au P +61 83 7 3856 9933 www.intotum.com.au QRCO Lic: 18470984	COPYRIGHT AND NOTES The copyright for this document is vested in intOTUM Pty Ltd. This drawing may not be copied, reproduced, adapted, or disclosed to any unauthorized party, either wholly or in part, without prior written consent from intOTUM Pty Ltd. Verify all dimensions and levels on site prior to commencement of construction. Any discrepancies are to be reported immediately to intOTUM Pty Ltd. Do not scale off drawings.	AMENDMENTS <table border="1"> <thead> <tr> <th>REV.</th> <th>DATE</th> <th>DESCRIPTION</th> <th>BY</th> </tr> </thead> <tbody> <tr> <td>A</td> <td>18/10/23</td> <td>PRELIMINARY ISSUE</td> <td>CM</td> </tr> <tr> <td>B</td> <td>19/10/23</td> <td>PRELIMINARY ISSUE</td> <td>CM</td> </tr> <tr> <td>C</td> <td>28/10/23</td> <td>DEVELOPMENT APPROVAL</td> <td>CM</td> </tr> </tbody> </table>	REV.	DATE	DESCRIPTION	BY	A	18/10/23	PRELIMINARY ISSUE	CM	B	19/10/23	PRELIMINARY ISSUE	CM	C	28/10/23	DEVELOPMENT APPROVAL	CM	CLIENT ROMA CENTRAL PTY LTD (AS TRUSTEE), ROMA CENTRAL TRUST	PROJECT ZARRAFFA'S COFFEE ROMA 41 QUINTIN STREET, ROMA, QUEENSLAND, 4455	TITLE COVER SHEET AND DRAWING REGISTER	<table border="1"> <tr> <td>SCALE</td> <td>DRAWN</td> <td>DATE</td> </tr> <tr> <td>NTS</td> <td>CM</td> <td>16/10/23</td> </tr> <tr> <td>SIZE</td> <td>CHECKED</td> <td>DATE</td> </tr> <tr> <td>A3</td> <td></td> <td></td> </tr> <tr> <td colspan="2">DRAWING NUMBER</td> <td>REVISION</td> </tr> <tr> <td colspan="2">2023047-DA-A000</td> <td>C</td> </tr> </table>	SCALE	DRAWN	DATE	NTS	CM	16/10/23	SIZE	CHECKED	DATE	A3			DRAWING NUMBER		REVISION	2023047-DA-A000		C
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NOTES
 SITE BOUNDARIES ARE DETERMINED FROM PROPERTY SURVEY PLANS OBTAINED FROM QUEENSLAND TITLES REGISTRY. FUTURE SITE SURVEY REQUIRED TO CONFIRM EXACT SITE LAYOUT DETAILS.
 LOCATION OF EXTERNAL SITE FEATURES DETERMINED FROM AERIAL PHOTOS AND ARE INDICATIVE ONLY.

REAL PROPERTY DESCRIPTION
 LOT 1 ON RP41599
 PARISH OF ROMA
 COUNTY OF WALDEGRAVE
 AREA = 1012m²
 LGA = MARANOVA REGIONAL COUNCIL

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DEVELOPMENT APPROVAL

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<p>DRAWING NUMBER 2023047-DA-A100</p>								<p>REVISION C</p>																				



1 EXISTING SITE LOOKING NORTH ALONG BOWEN STREET (WARREGO HWY)
- NTS



2 EXISTING SITE 29b BOWEN STREET (WARREGO HWY)
- NTS



3 EXISTING SITE CORNER OF BOWEN STREET AND QUINTIN STREET
- NTS

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CLIENT
 ROMA CENTRAL PTY LTD
 (AS TRUSTEE),
 ROMA CENTRAL TRUST

PROJECT
 ZARRAFFA'S COFFEE
 ROMA
 41 QUINTIN STREET, ROMA,
 QUEENSLAND, 4455

TITLE
 EXISTING STREET VIEW
 ELEVATIONS SHEET 1 OF 2

SCALE	DRAWN	DATE
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SIZE	CHECKED	DATE
A3		
DRAWING NUMBER		REVISION
2023047-DA-A110		C



4 EXISTING SITE ALONG QUINTIN STREET (CARNARVON HWY)
NTS



5 EXISTING SITE LOOKING WEST ALONG QUINTIN STREET (CARNARVON HWY)
NTS



6 EXISTING SITE LOOKING WEST ALONG QUINTIN STREET (CARNARVON HWY)
NTS

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 (AS TRUSTEE),
 ROMA CENTRAL TRUST

PROJECT
 ZARRAFFA'S COFFEE
 ROMA
 41 QUINTIN STREET, ROMA,
 QUEENSLAND, 4455

TITLE
 EXISTING STREET VIEW
 ELEVATIONS SHEET 2 OF 2

SCALE	DRAWN	DATE
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2023047-DA-A111		C

PARKING SCHEDULE			
REFER TO MARANOA REGIONAL COUNCIL PLANNING SCHEME TABLE SC7.1.1			
USE	RATE	REQUIRED	PROVIDED
FOOD AND DRINK OUTLET	1/50m ²	2	7
TOTAL:		2	7

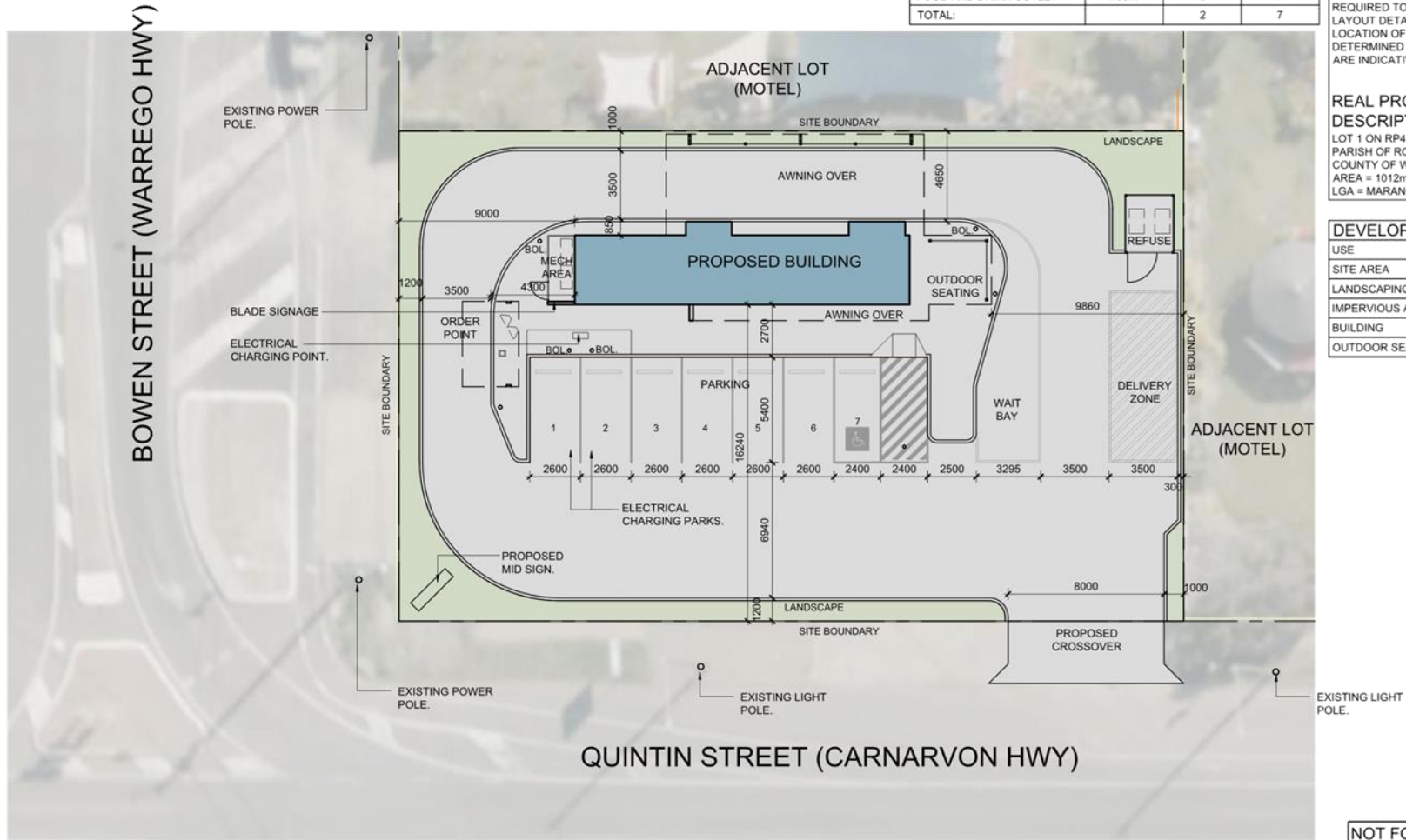
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 COUNTY OF WALDEGRAVE
 AREA = 1012m²
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DEVELOPMENT SCHEDULE

USE	AREA (GFA)
SITE AREA	1,012m ²
LANDSCAPING	(12%) 128m ²
IMPERVIOUS AREA	884m ²
BUILDING	65m ²
OUTDOOR SEATING	15m ²

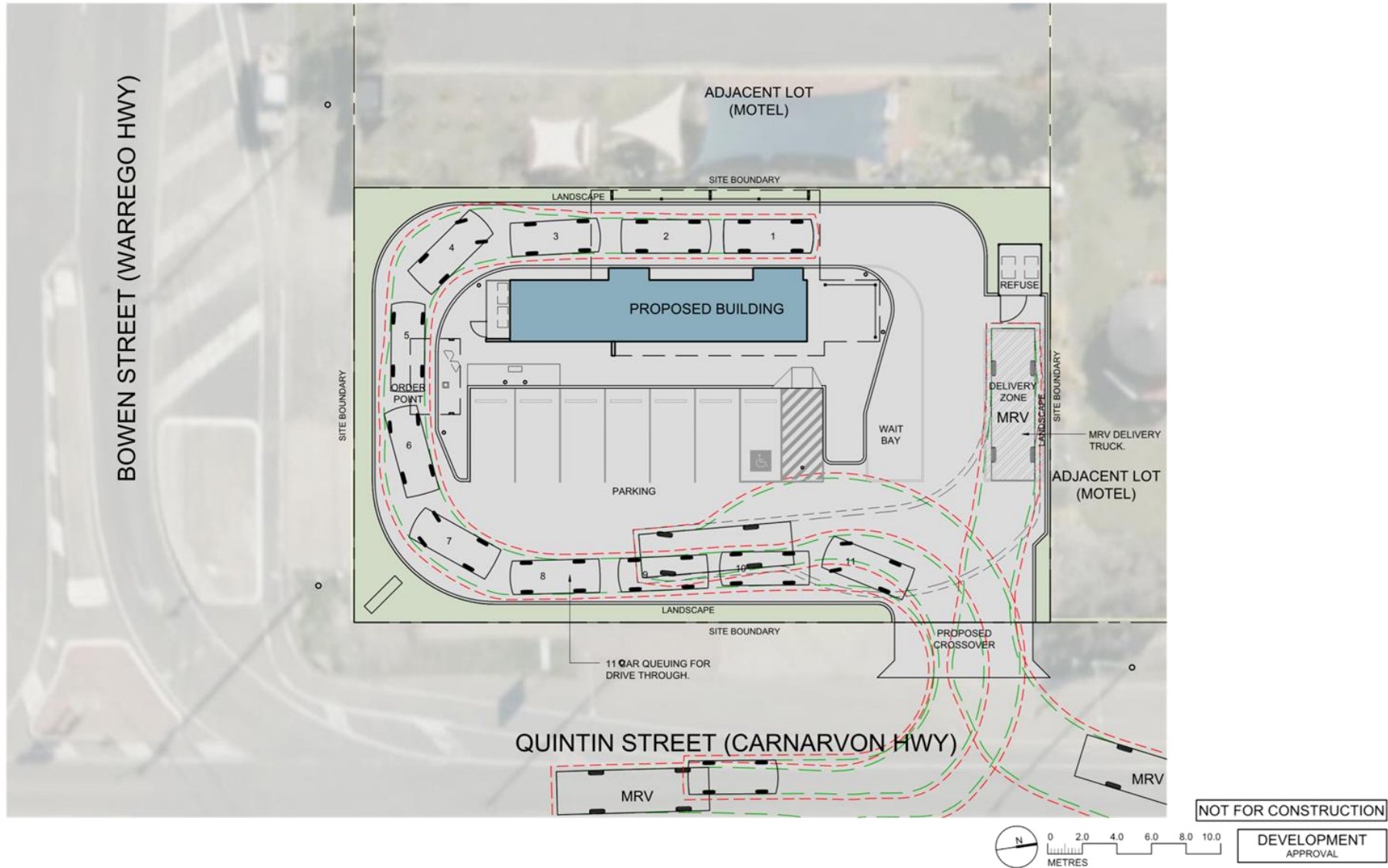


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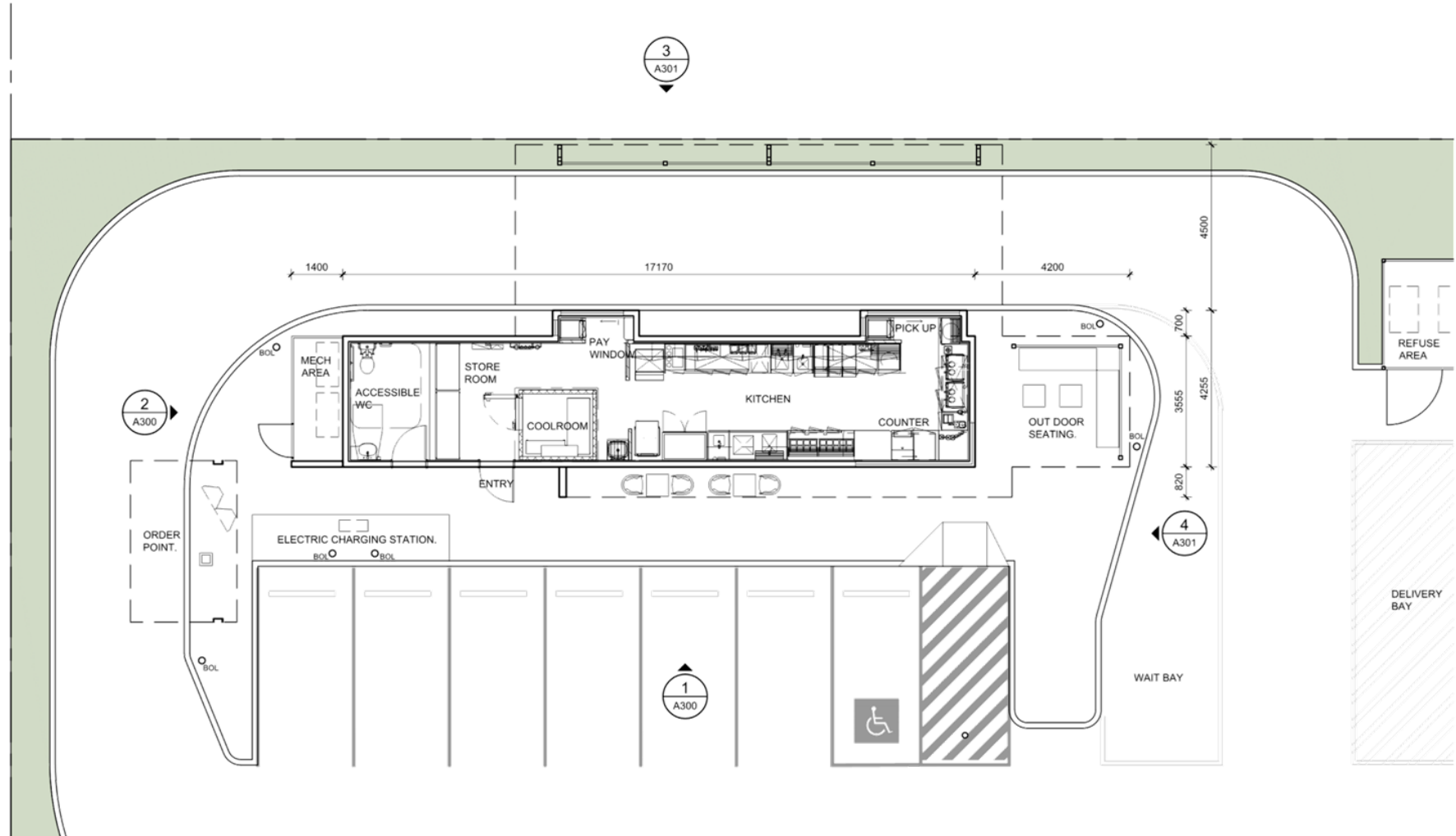
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C	28/10/23	DEVELOPMENT APPROVAL	CMR
D	08/11/23	DEVELOPMENT APPROVAL	CMR

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 (AS TRUSTEE),
 ROMA CENTRAL TRUST

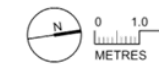
PROJECT
 ZARRAFFA'S COFFEE
 ROMA
 41 QUINTIN STREET, ROMA,
 QUEENSLAND, 4455

TITLE
 VEHICLE PATH PLAN

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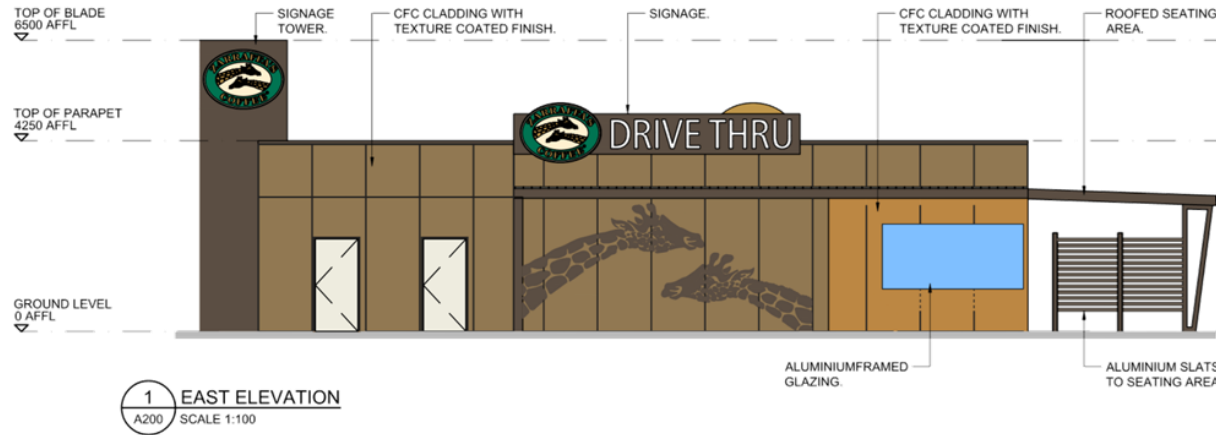
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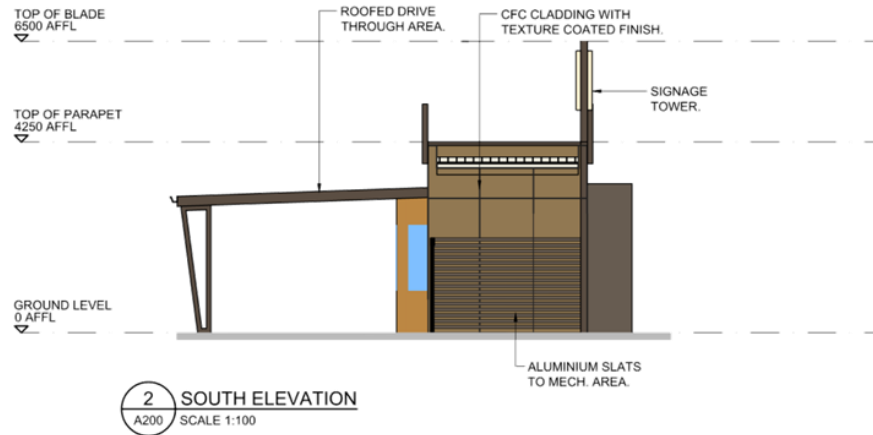
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TITLE
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 PLAN

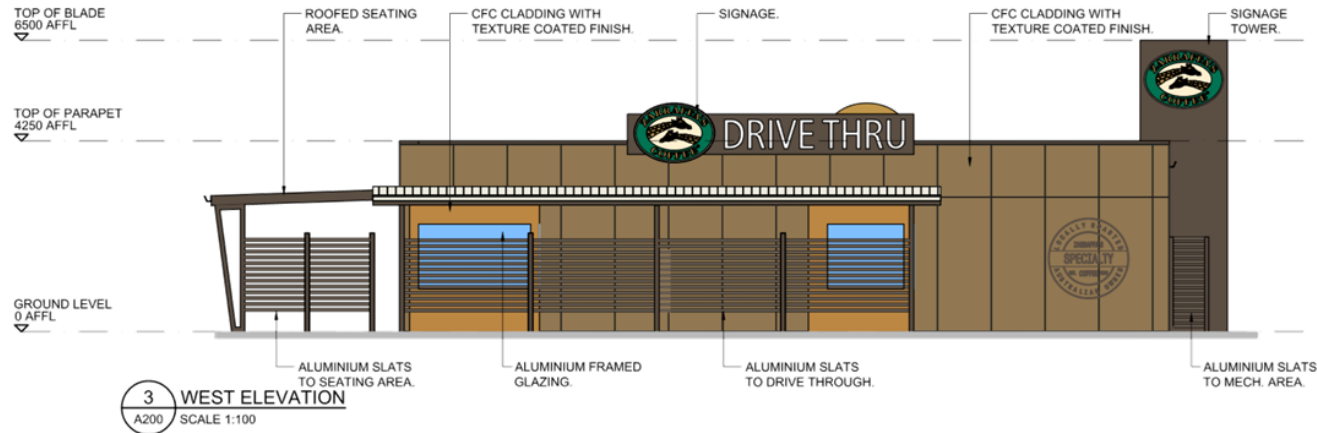
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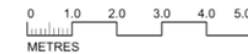
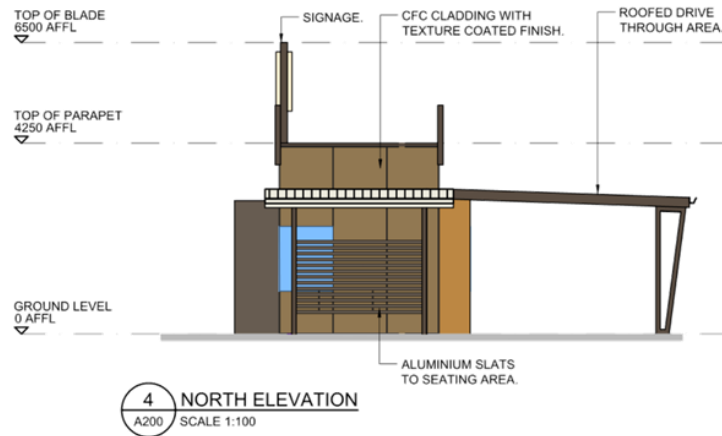
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	'DULUX' GOLDEN OCHRE	EXTERNAL FEATURE WALLS
	'DULUX' JASPER	SLAT SCREENINGS, DOWNPIPES, FASCIAS
	'WATTYL' WHEATLANDS	EXTERNAL DOORS, SOFFITS.



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CLIENT
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PROJECT
ZARRAPPA'S COFFEE ROMA
41 QUINTIN STREET, ROMA, QUEENSLAND, 4455

TITLE
PROPOSED BUILDING ELEVATIONS SHEET 2 OF 2

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OFFICER REPORT

Meeting: Ordinary 6 March 2024

Date: 27 February 2024

Item Number: 14.3

File Number: D24/19064

SUBJECT HEADING: NRMA Electric Vehicle Charging Station for Roma

Classification: Open Access

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

Executive Summary:

The National Roads and Motorists' Association (NRMA) is developing a national connected EV charging network, supported by the Federal Government's co-funded Highways program. This initiative aims to establish DC Fast Charging EV stations approximately 150km apart along major highways across Australia.

Roma has been identified as a crucial component of this network strategy, with planned stations at Morven to the west and Miles to the east. Strategically positioned, Roma will serve as a vital hub for facilitating long-distance EV travel, particularly west of Brisbane and Toowoomba along the Warrego Highway.

NRMA has formally requested the Council to sign a non-binding Letter of Intent. This letter signifies the Council's willingness to consider NRMA's proposal to install EV Charging Bays at the PCYC Maranoa Car Park, located at 37/43 George Street West, Roma QLD 4455, specifically identified as Lot 5 SP 103335.

The integration of Roma into NRMA's national EV charging network presents a significant opportunity to promote sustainable transportation and enhance regional connectivity. By signing the Letter of Intent, the Council demonstrates its commitment to exploring and supporting initiatives that contribute to the advancement of clean energy infrastructure.

Council acknowledges the importance of NRMA's proposal and signs the Letter of Intent, indicating its openness to consider the installation of EV Charging Bays at the specified location. This step aligns with the Council's commitment to fostering innovation and sustainability within the community.

Officer's Recommendation:

1. Acknowledges that this report enacts Council resolution **OM/11.2023/6319**.
 2. Receive and review the attached letter of intent and draft NRMA license template for EV charging stations.
 3. Authorise the Chief Executive Officer (or delegate) to
 - a. Sign the letter of intent.
 - b. Enter into a license agreement with NRMA for the installation of four (4) electric vehicle charging stations within
-

Roma Cultural Centre Complex, Roma QLD 4455, specifically Lot 5 SP 103335 is a potential site where NRMA electric vehicle charging infrastructure could be built. NRMA acknowledges that the precise location within the total area highlighted in red in the attached image is to be agreed with Maranoa Regional Council.

Individuals or Organisations to which the report applies:

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

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

NA

Acronyms:

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

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

Acronym	Description
NRMA	National Roads and Motorist Association
DC	Direct Current
EV	Electric Vehicle
CPO	Charge Point Operators

Context:

Why is the matter coming before Council?

NRMA originally requested council at its ordinary meeting held on the 22nd November 2023, to consider the location at the library. Council determined that this was not a suitable location given the high community traffic for that location

OM/11.2023/63

That Council:

1. Receive and note the attached letter of intent and draft NRMA license template for EV charging stations.
2. Defer a decision on this matter until the first Ordinary Meeting in January 2024 to allow it to come via a Councillor Briefing for further investigation as to the most appropriate location for this facility to be located within the Roma CBD, and to receive feedback from the staff and users of the Roma Library.
3. As part of the Briefing, workshop a plan for future approaches of charging stations within our region.

Background:

Has anything already happened in relation to this matter?

(Succinct overview of the relevant facts, without interpretation)

NRMA is building a national connected EV charging network which is underpinned by the Federal Government co-funded Highways program which will result in NRMA operating DC Fast Charging EV charging stations approximately 150km apart on major Highways throughout Australia. Roma is an integral part of this network plan with stations planned at Morven to the West and Miles to the East. Roma will be an important hub to help facilitate long distance EV travel west of Brisbane & Toowoomba on the Warrego Highway.

NRMA's charging stations are 300kW systems with two 150kW charging units which can charge 4 cars simultaneously to 75kW capacity. This is future fit infrastructure which will provide EV users the charging needs they will need in the future.

Some benefits include;

- Local Government partnering with EV Charge Point Operators (CPOs) encourages decarbonisation and helps Queensland/ Australia achieve its carbon reduction targets through the transition to low emission EVs.
- By agreeing to partner with NRMA and Licensing land to NRMA for EV Charging, there is absolutely no cost imposed on Council both regarding capital for the development of the station and operational expenditure during the management of the asset life cycle.
- NRMA's infrastructure is for public use so this will become a public amenity for residents and visitors alike.
- This EV charging infrastructure will help provide EV drivers with consumer choice if further CPOs enter Roma in the future. This will be important to keep charging costs competitive and to ensure Roma does have reliable charging available when customers need it.
- Having high quality fast charging will attract EV drivers into Roma. The proposed central location of the chargers will give the drivers close access to local businesses that they will use during their charging dwell time (shops, cafes, restaurants) which will aid economic stimulation of Roma.
- Public use charging infrastructure will help local businesses transition to EV fleet which in time will provide businesses cost efficiency as well as aiding carbon reduction targets.

Who pays the power bill?

NRMA will cover the cost of all power it consumes in providing EV charging through its station. NRMA will meter their consumption and have their own separate retail power account, so Council will not be impacted by our power consumption or costs.

For the avoidance of doubt, there is absolutely no expectation that Council will be responsible for any costs in relation to the installation and operation of this infrastructure.

How much of our land are we gifting?

5 car parking spaces which will create 4 EV charging bays amounting to approximately 90sqm. They also need space for a charging head units. This should all sit on a slab which is about 30sqm. Altogether their footprint should be no more than 120sqm.

It is recommended that the Council acknowledges the importance of NRMA's proposal and signs the Letter of Intent, indicating its openness to consider the installation of EV Charging Bays at the specified location. This step aligns with the Council's commitment to fostering innovation and sustainability within the community.

Who gets called for maintenance and repairs?

NRMA will have software embedded in the chargers to be able to remote monitor performance in real time. They will be supported by local qualified electrical technicians to triage a repair should the system hardware fail. NRMA will provide signage on the station to direct customers to report a fault either via a QR code to their app or by phone to their call centre.

This will also give rise to having a base for maintenance crews and ongoing training, which given Roma's location, should see opportunity for employment and future skills training.

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

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

Queensland Government Zero Emission Vehicle Strategy

Council Policies or Asset Management Plans:

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

What are relevant sections of the policy or plan?

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

NA

Input into the Report & Recommendation:

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

Library Staff

Library Community user groups

Funding Bodies:

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

NRMA

This Financial Year’s Budget:

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

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

Nil

Future Years’ Budgets:

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

All current and ongoing costs are covered by the NRMA

Impact on Other Individuals or Interested Parties:

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

(Interested Parties Analysis - IS9001:2015)

- Current and future electrical vehicle owners in Roma
- Tourist to Roma and southwestern Queensland

Risks:

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

Risk	Description of likelihood & consequences
Do Nothing	Lost opportunity to have this facility installed in Roma

Advice to Council:

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

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

1. Receive and review the attached letter of intent.
2. Authorise the Chief Executive Officer (or delegate) to
 - a. Sign the letter of intent for EV charging stations.
 - b. Enter into a license agreement with NRMA for the installation of four (4) electric vehicle charging stations within Roma Cultural Centre Complex, Roma QLD 4455, specifically Lot 5 SP 103335 is a potential site where NRMA electric vehicle charging infrastructure could be built. NRMA acknowledges that the precise location within the total area highlighted in red in the attached image is to be agreed with Maranoa Regional Council.

.Recommendation:

What is the ‘draft decision’ based on the advice to Council?

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

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

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

That Council

1. Receive and review the attached letter of intent for EV charging stations.
2. Authorise the Chief Executive Officer (or delegate) to -
 - 2.1 Sign the letter of intent.
 - 2.2 Enter into a license agreement with NRMA for the installation of four (4) electric vehicle charging stations within at a suitable location that is owned by the Maranoa Regional Council, subject to acceptable terms.

Link to Corporate Plan:

Corporate Plan 2023-2028

Corporate Plan Pillar 1: Prosperity

1.3 Tourism destination development infrastructure

Supporting Documentation:

[1](#) Incoming Correspondence SF14/1726 D24/19357 D24/19357
Revised Roma Cultural Centre Site - Letter of
Intent -

Report authorised by:

(Acting) Director - Regional Development, Environment & Planning



28 February 2024

Dear Mr Lawrence,

NRMA Electric Highways Pty Ltd

Electric Vehicle Charging Infrastructure Scheme – Letter of Intent

The NRMA’s mission is to support the transition to electric vehicles through the electric vehicle charging network across Australia. The NRMA aims to support the transition to electric vehicles by providing Australian’s with access to more fast charging points.

While endeavouring on this mission, the NRMA has reviewed your site and confirm that the Roma Cultural Centre Complex, Roma QLD 4455, specifically Lot 5 SP 103335 is a potential site where NRMA electric vehicle charging infrastructure could be built. NRMA acknowledges that the precise location within the total area highlighted in red in the attached image is to be agreed with Maranoa Regional Council.

In light of the above, we **enclose** both a site map of the land, as well as a draft licence agreement for your perusal.

The NRMA is seeking your support in achieving its mission to create additional access to fast charging points across Australia.

While you consider the site map and the draft to licence agreement, we kindly ask that you sign this letter on the following page. Signing this page **does not create or hold any obligations on you to the NRMA**. By signing the page, you are merely agreeing to consider the substance of this letter and making an obligation free commitment to contribute to the NRMA’s mission, if you choose to do so.

If you have any questions, we encourage you to direct them to Alex Courtis on 0438 283 276 or via email to alex.courtis@mynrma.com.au

We kindly ask that if you sign this letter, you return a copy to Alex Courtis via the email address above.

Sincerely,

Alex Courtis
Land Acquisition Manager, NRMA

Signed by	

Signature	

Name	

Date	

National Roads and Motorists' Association Limited ABN 77 000 010 506
PO Box 1026 Strathfield NSW 2135 Call 02 8741 6000 or visit mynrma.com.au



Site Map: Proposed NRMA EV Fast Charging Location

Address: Roma Cultural Centre Complex, Roma QLD 4455

Land Parcel: Lot 5 SP 103335

Coordinates: -26.567603045183155, 148.789145998613

The below site map shows the area under investigation with the footprint of the specific area highlighted in green forming the area of initial review.



