
MINUTES OF THE ORDINARY MEETING OF MARANOA REGIONAL COUNCIL HELD AT ROMA ADMINISTRATION CENTRE ON 14 MAY 2025 SCHEDULED TO COMMENCE AT 9:00 AM

ATTENDANCE

Mayor Cr W M Taylor chaired the meeting with Deputy Mayor Cr C J O'Neil, Cr J R P Birkett, Cr M K Brumpton, Cr A K Davis, Cr P J Flynn, Cr J M Hancock, Cr B R Seawright, Cr J R Vincent, Chief Executive Officer – Robert Hayward and Kelly Rogers Minutes Officer in attendance.

AS REQUIRED

Director Corporate Services – Brett Exelby, Director Regional Development, Environment and Planning – Jamie Gorry, Deputy Director / Strategic Road Management – Cameron Hoffmann, Director Warroo – Mathew Gane, (Acting) Manager Regional Facilities Management – Leah Cooper, Manager Regulatory, Rural Lands & Environmental Health Services – Annie Connolly, General Manager Saleyards – Daniel Haslop, (Acting) - Senior Town Planner – Kate Swepson, Regional Arts & Culture Officer – Kimberley Stoter, Project and Administration Officer – Tenielle Limpus, Senior Engineer – Jarvis Black.

WELCOME

The Mayor welcomed all present and declared the meeting open at 9.02am.

CONDOLENCE

Cr Hancock delivered a tribute for Leonard Waud who passed away earlier in the year and was a former Councillor for the Warroo Shire Council:-

Today we pay tribute to Leonard Verdun Waud who was a Councillor on Warroo Shire Council and sadly passed away earlier this year. Len's family held a tribute for Len in Surat on Anzac Day. Today is the first Council meeting since his tribute so we will take a moment to honour Len and remember his service to the Surat community.

Len was many things – a devoted husband, a loving father and grandfather, brother, uncle, cousin, and friend – but above all, he was a man who served.

His service began with his commitment to his country as a proud member of the Australian Army, and continued throughout his life in many forms. Len came from a family with a rich tradition of service – something he carried forward with pride and humility.

He served his community not only in spirit, but in action. Len and his wife Gai built the first motel in Surat – Cobb & Co Motel, which added greatly to the business community of Surat. Len served as a Warroo Shire Councillor in Surat for a term and as a former President of the Surat RSL Sub Branch. Through this role, he honoured the lives and stories of fellow servicemen and women, always ensuring that remembrance lived on in the heart of the town he loved.

Len served in the quiet, steadfast way of a man who didn't need praise – he just did what needed doing and did it well. Today as we honour Len by a minute silence we remember a man who lived a life defined by service, to his country, to his community and most deeply to his family. Today we remember Len's legacy.

A minute of silence was then observed.

CONFIRMATION OF MINUTES

Resolution No. OM/05.2025/01	
Moved Cr Brumpton	Seconded Cr Vincent
That the minutes of the Ordinary Meeting held on 24 April 2025 be confirmed.	
CARRIED	9/0

ON THE TABLE

The following item was laid on the table at a previous meeting:

- L.2 – Maranoa Medical Bursary Program

CONSIDERATION OF NOTICES OF MOTION

Item Number:	8.1	File Number: D25/42640
SUBJECT HEADING:	DEVELOPMENT OF A MARANOA REGIONAL COUNCIL EMPLOYEE VOUNTEER POLICY	
Councillor's Title:	Cr. Amber Davis	

Executive Summary:

Volunteering plays a crucial role in strengthening communities, fostering social cohesion, and delivering essential services across Queensland.

In the Maranoa region, volunteers are the backbone of local organisations, sporting clubs, cultural groups, and emergency services. Without their contributions, many vital community initiatives would not be possible.

Declining volunteer numbers pose a significant challenge, and while we wait for the outcome of the Queensland Government's current inquiry into volunteering, I believe there are opportunities for Maranoa Regional Council staff to be supported in contributing to volunteering in our region.

Resolution No. OM/05.2025/02	
Moved Cr Davis	Seconded Cr O'Neil
That a policy be drafted and a report be presented with costings for a Maranoa Regional Council Employee Volunteer Policy incorporating 2 days of volunteering leave per year (non-accruing), for consideration as part of the 2025/26 budget deliberations.	
CARRIED	8/1

Responsible Officer	General Manager - People & Culture
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BUSINESS

CORPORATE SERVICES

Declaration of Interest

Item	11.1
Description	Annual Review of Procurement Policy
Declaring Councillor	Cr Johanne Hancock
Person with the interest Related party / close associate / other relationship	G L & J M Hancock (Myself and my husband)
Particulars of Interest	G L & J M Hancock owns Surat Post & News and supplies goods and services to Council on an ad hoc basis.
Type of conflict	Declarable conflict of interest
Action	Although I have a declarable conflict of interest, I do not believe a reasonable person could have a perception of bias and I have received legal advice that I don't have a conflict of Interest. Therefore, I will choose to remain in the meeting. However, I will respect the decision of the meeting on whether I can remain and participate in the decision.

Resolution No. OM/05.2025/03	
Moved Cr Brumpton	Seconded Cr Davis
<p>That it is in the public interest that Councillor Hancock participates and votes on agenda item 11.1 because a reasonable person would trust that the decision is made in the public interest.</p>	
CARRIED	7/0

Declaration of Interest

Item	11.1
Description	Annual Review of Procurement Policy
Declaring Councillor	Cr John Birkett
Person with the interest Related party / close associate / other relationship	Myself
Particulars of Interest	I occasionally hire my bus to Council for Volunteers and Seniors Week.
Type of conflict	Declarable conflict of interest
Action	Although I have a declarable conflict of interest, I do not believe a reasonable person could have a perception of bias. Therefore, I will choose to remain in the meeting. However, I will respect the decision of the meeting on whether I can remain and participate in the decision.

Resolution No. OM/05.2025/04	
Moved Cr Seawright	Seconded Cr Vincent
<p>That it is in the public interest that Councillor Birkett participates and votes on agenda item 11.1 because a reasonable person would trust that the decision is made in the public interest.</p>	
CARRIED	6/0

Cr Flynn did not vote on the above mentioned procedural motion, indicating that he too would make a declaration on this matter -

Declaration of Interest

Item	11.1
Description	Annual Review of Procurement Policy
Declaring Councillor	Cr Peter Flynn
Person with the interest Related party / close associate / other relationship	Myself
Particulars of Interest	My Business, Maranoa Travel Centre has some financial dealings with airfares of Maranoa Regional Council.
Type of conflict	Declarable conflict of interest
Action	Although I have a declarable conflict of interest, I do not believe a reasonable person could have a perception of bias. Therefore, I will choose to remain in the meeting. However, I will respect the decision of the meeting on whether I can remain and participate in the decision.

Resolution No. OM/05.2025/05	
Moved Cr Brumpton	Seconded Cr Seawright
<p>That it is in the public interest that Councillor Flynn participates and votes on agenda item 11.1 because a reasonable person would trust that the decision is made in the public interest.</p>	
CARRIED	6/0

Item Number: 11.1 **File Number:** D25/43620

SUBJECT HEADING: ANNUAL REVIEW OF PROCUREMENT POLICY

Officer's Title: Manager - Procurement

Executive Summary:

Council's Procurement Policy (the Policy) is required to be reviewed annually as per s198 of the Local Government Regulation 2012.

A comprehensive review was undertaken during 2025 with a view to modernising the Procurement Policy, with the following activity undertaken and outcomes incorporated:

- Benchmarking Council's policy against local governments across Queensland to ensure the new policy is consistent with the sector*
- Removed redundant information*
- Simplified the contents of the policy*
- Aligned thresholds with the Local Government Regulation 2012*
- Reviewed provisions dealing with supporting local business*
- Provide clarity around utility type payments*
- Tightened controls on the use of corporate credit cards*
- Guidance on evaluating quotes and tenders*
- Provision for supplier feedback and the assessment of supplier performance*
- Requirement for independent probity support for high value or high risk tenders*
- Updated definitions*

The Policy was developed in consultation with stakeholders and is now ready for approval.

Resolution No. OM/05.2025/06

Moved Cr Davis

Seconded Cr Brumpton

That Council:

1. Adopt the Procurement Policy as attached to the officer's report, including the following amendments-

Section 3.6

- Remove the star shown in line items 1 and 2 of the table, and remove the corresponding star statement following the table;
 - Two star rating - remove 'FNQROC' from the description.
2. Note that the adoption of the Procurement Policy repeals and supersedes all historical policies relating to the procurement of goods and services.
 3. Delegate authority to the Chief Executive Officer to make any administrative updates to existing policies that require reference to the adopted policy as per Recommendation 1 above.

CARRIED

9/0

Responsible Officer

Manager - Procurement

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. Meryl Brumpton, Cr. Amber Davis, Cr. Peter Flynn, Cr. Johanne Hancock, Cr. Cameron O'Neil, Cr. Brendan Seawright, Cr. Wendy Taylor, Cr. Jane Vincent.

How each eligible councillors voted:

Each councillor voted in favour of the motion.

REPORTS - LOCAL AREA DIRECTORS

Item Number:

13.1

File Number: D25/45603

SUBJECT HEADING:

SURAT WATER ALLOCATION UPDATE # 4

Officer's Title:

Director - Warroo

Executive Summary:

This report provided an update to council on the Surat Water Allocation for 2024/25 financial year as per the meeting Resolution No. OM/04.2025/14.

Resolution No. OM/05.2025/07

Moved Cr Hancock

Seconded Cr Birkett

That:

1. Council receive and note the report.
2. Officers continue to monitor water consumption levels on a regular basis and provide an update to the community.
3. Council officers provide an update on the Surat Water allocation at the ordinary meeting on 12th of June, 2025.

CARRIED

9/0

Responsible Officer

Director - Warroo

**COUNCIL ADJOURNED THE MEETING
FOR MORNING TEA AT 9.57AM**

**SUBJECT HEADING: RESUMPTION OF STANDING ORDERS
COUNCIL RESUMED THE MEETING AT 10.30am**

Cr Flynn was not present at the resumption of Standing Orders.

REGIONAL DEVELOPMENT

Item Number:

14.1

File Number: D25/40040

SUBJECT HEADING:

**APPLICATIONS THROUGH REGIONAL ARTS
DEVELOPMENT FUND (RADF) PROGRAM 2024/2025**

Officer's Title:

Regional Arts and Culture Officer

Executive Summary:

The Maranoa Regional Council Regional Arts Development Fund (RADF) Committee has reviewed a funding application for an arts and cultural project.

The assessment was completed, and the Committee recommended supporting the Roma and District Eisteddfod- Regional School Workshop Committee's application.

Resolution No. OM/05.2025/08

Moved Cr Brumpton

Seconded Cr Davis

That Council endorse the RADF Committee's grant assessment recommendation in supporting the Roma and District Eisteddfod- Regional School Workshop Committee for \$3,800.

CARRIED

8/0

Responsible Officer

Regional Arts and Culture Officer

Declaration of Interest

Item	14.2
Description	2020/20049 Change Application (Minor) - Material Change of Use Dwelling House (Domestic Outbuilding)
Declaring Councillor	Cr Jane Vincent
Person with the interest Related party / close associate / other relationship	SJH Builders
Particulars of Interest	My family have had a personal, community and business relationship with SJH Builders and the owners of SJH Builders.
Type of conflict	Declarable conflict of interest
Action	Although I have a declarable conflict of interest, I do not believe a reasonable person could have a perception of bias. Therefore, I will choose to remain in the meeting. However, I will respect the decision of the meeting on whether I can remain and participate in the decision.

Resolution No. OM/05.2025/09	
Moved Cr Hancock	Seconded Cr Brumpton
That it is in the public interest that Councillor Vincent participates and votes on agenda item 14.2 because a reasonable person would trust that the decision is made in the public interest.	
CARRIED	7/0

Item Number: 14.2 **File Number:** D25/42780

SUBJECT HEADING: 2020/20049 CHANGE APPLICATION(MINOR) - MATERIAL CHANGE OF USE DWELLING HOUSE (DOMESTIC OUTBUILDING)

Officer's Title: Planning Officer

Executive Summary:

SJH Builders on behalf of the property owners, IG Newton, and TJ Jackson, have submitted a Minor Change Application to the previously approved Material Change of Use "Dwelling House" (Domestic Outbuilding) located at 8 Highview Close, Roma being Lot 4 on SP268229 (the subject premises).

Moved Cr Birkett	Seconded Cr Brumpton
That the application be approved for a Minor Change for Application 2020/20049 "Domestic Outbuilding" on the land situated at 6-8 Highview Close, properly described as Lot 4 on SP268229.	
NO VOTE TAKEN	

No vote was taken on the draft motion at that time with Cr Hancock proposing the following procedural motion:

Resolution No. OM/05.2025/10

Moved Cr Hancock

That this lay on the table until further in the meeting [for Council to consider an alternate recommendation with conditioning in the instance the change application be approved].

CARRIED

8/0

LATE ITEMS

Item Number:

L.1

File Number: D25/46565

SUBJECT HEADING:

YOUTH COUNCIL | CONCEPT DISCUSSION AT COUNCILLOR WORKSHOP

Councillor's Title:

Cr. Cameron O'Neil

Executive Summary:

Establishing a Youth Council will empower young people across the Maranoa region to contribute to local decision-making, build leadership skills, and enhance civic engagement. This initiative supports Council's commitment to inclusive community involvement and ensures youth perspectives are reflected in planning and development.

The Youth Council would:

- ☐ *Provide a platform for youth to share views and ideas;*
- ☐ *Support youth-focused programs and initiatives; and*
- ☐ *Develop leadership, teamwork, and communication skills.*

Successful models in councils such as Mackay and Barcaldine demonstrate the benefits of structured youth representation.

A Councillor Workshop is proposed to explore potential models, membership, resourcing, and implementation strategies, ensuring the initiative is representative, accessible, and meaningfully connected to Council processes.

Resolution No. OM/05.2025/11

Moved Cr O'Neil

Seconded Cr Hancock

That Council:

- 1. Give in principle support to the concept of a Maranoa Youth Council.**
- 2. Receive a report via a briefing, then further consider as part of the 2025/26 budget deliberations.**

CARRIED

8/0

Responsible Officer

**Director – Regional Development,
Environment & Planning**

Item Number:

L.2

File Number: D25/42587

SUBJECT HEADING:

MARANOA MEDICAL BURSARY PROGRAM

Officer's Title:

Project and Administration Officer

Executive Summary:

This report sought Council's endorsement of The Maranoa Nursing Advancement Bursary Program for 2025.

Resolution No. OM/05.2025/12
Moved Cr Brumpton
Seconded Cr Vincent
That Council:

1. Adopt the Maranoa Nursing Advancement Bursary Program framework document, including the following amendment-
 - Page 10 – Change ‘medical’ pathway to ‘nursing’ pathway
2. Launch and deliver the Maranoa Nursing Advancement Bursary Program for 2025–2026.
3. Form an assessment panel comprising two Councillors and two nursing professionals plus the HCE or delegate from the South West Health Service to decide the successful candidates.
4. Be provided the recommended nominees for endorsement.

CARRIED

6/2

Responsible Officer
Project and Administration Officer
Item Number:
L.3
File Number: D25/46804
SUBJECT HEADING:
SERVICES BUILDING ROMA - FUTURE PURPOSE
Officer's Title:
(Acting Manager) - Regional Facilities Management
Executive Summary:

The Roma Services Building is located at 85 – 91 Bowen Street Roma, being Lot 4 on R86106. The future use of this building was presented for Council's consideration.

Resolution No. OM/05.2025/13
Moved Cr O'Neil
Seconded Cr Hancock
That Council:

1. Undertake an Expression of Interest (EOI) process to assess interest from potential tenants for the Services Building located at 85 – 91 Bowen Street Roma.
2. Invite respondents to the EOI to provide:
 - a) Details of their proposed use of the premises.
 - b) Capacity to manage and operate the facility in compliance with relevant regulations of their proposed use.
 - c) The potential benefits to the local community and/or business sector.
 - d) Requirements for fit-out and anticipated financial contributions.
 - e) Proposed commercial rental terms, including the rental amount offered for tenancy.
3. Receive a further report on the outcome of the EOI process including recommendations for the future use and management of the space via a briefing, and then further considered at an upcoming Council Meeting.

CARRIED

8/0

Responsible Officer	(Acting Manager) - Regional Facilities Management
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Declaration of Interest

Item	C.2
Description	Mitchell RSL & Combined Sports Club Inc – Management Agreement
Declaring Councillor	Cr John Birkett
Person with the interest Related party / close associate / other relationship	Myself
Particulars of Interest	I'm the President of the Mitchell RSL & Combined Sports Club so I have a conflict on this management agreement.
Type of conflict	Prescribed conflict of interest
Action	Leave the room while the matter is discussed and voted on.

Declaration of Interest

Item	C.9
Description	Letter of Support – Easement in State Lease over a Reserve – Lot 221 on WV1352
Declaring Councillor	Cr Amber Davis
Person with the interest Related party / close associate / other relationship	Myself and my husband, Wayne Davis
Particulars of Interest	We own and operate Bessie's ice-Cream bus and in the past have been engaged by the requestors client to attend their events.
Type of conflict	Declarable conflict of interest
Action	Although I have a declarable conflict of interest, I do not believe a reasonable person could have a perception of bias. Therefore, I will choose to remain in the meeting. However, I will respect the decision of the meeting on whether I can remain and participate in the decision.

Resolution No. OM/05.2025/14	
Moved Cr Seawright	Seconded Cr Vincent
That it is in the public interest that Councillor Davis participates and votes on agenda item C.9 because a reasonable person would trust that the decision is made in the public interest.	
CARRIED	7/0 (count later corrected to 6/0)

Declaration of Interest

Item	C.9
Description	Letter of Support – Easement in State Lease over a Reserve – Lot 221 on WV1352
Declaring Councillor	Cr Cameron O'Neil
Person with the interest Related party / close associate / other relationship	Myself
Particulars of Interest	The requestor of this support letter is a foundation sponsor of Maranoa Country University Centre.
Type of conflict	Declarable conflict of interest
Action	Although I have a declarable conflict of interest, I do not believe a reasonable person could have a perception of bias. Therefore, I will choose to remain in the meeting. However, I will respect the decision of the meeting on whether I can remain and participate in the decision.

Resolution No. OM/05.2025/15	
Moved Cr Vincent	Seconded Cr Birkett
That it is in the public interest that Councillor O'Neil participates and votes on agenda item C.9 because a reasonable person would trust that the decision is made in the public interest	
CARRIED	6/0

Resolution No. OM/05.2025/16

Moved Cr Hancock

Seconded Cr Seawright

In accordance with the provisions of Section 254(J(3) of the Local Government Regulation 2012, that Council resolve to close the meeting to the public [at 11.20am] 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 Local Government Regulation 2012)	Overview
C.1 – Café on Second – Option to Renew Lease	Section 254J(3)(f) matters that may directly affect the health and safety of an individual or a group of individuals.	Council has been advised by the Lessee of Café on Second in Injune, that they wish to exercise the option to renew for a further one (1) year term as provided for in the Lease.
C.2 – Mitchell RSL & Combined sports club Inc –	Section 254J(3)(f) matters that may directly affect the	Council received correspondence from the Mitchell RSL & Combined Sports Club Inc, expressing their interest in re-entering into

Management Agreement	health and safety of an individual or a group of individuals.	a Management Agreement for use of the Mitchell RSL Complex, described as Lot 115 on DL335.
C.3 – Tender 25035 – Lease of Land for Grazing Purposes – Part of Lot 39 on R869	Section 254J(3)(f) matters that may directly affect the health and safety of an individual or a group of individuals.	Council invited tenders for the lease over part of Lot 39 on R869, described as 95 McPhie Street Roma Qld 4455, for a period of two (2) years for grazing purposes. The tender evaluation is tabled for Council's consideration.
C.4 – Renewal of Trustee Lease over Part of Lot356 on R861	Section 254J(3)(f) matters that may directly affect the health and safety of an individual or a group of individuals.	Council received correspondence from Mandandanji Limited, wishing to renew the Trustee Lease over the Mandandanji Park on Bungil Creek, being Lease A on SP294869 in Lot 356 on R861 Roma.
C.5 – Request for views – Renewal of Lease over Reserve – Lot 10 on EG174 – Reserve for Camping Purposes	Section 254J(3)(i) a mater the local government is required to keep confidential under a law of, or formal arrangement with, the Commonwealth or a State.	The Department of Resources is seeking Councils views in confidence, on the Renewal of Term Lease – 0/230606 being Lot 10 on EG174 – Reserve for Camping purposes.
C.6 – Request for views – Renewal of Lease over Reserve – Lot 3 on EG105 – Reserve for Camping, Water and Road)	Section 254J(3)(i) a mater the local government is required to keep confidential under a law of, or formal arrangement with, the Commonwealth or a State.	The Department of Resources is seeking Councils views in confidence, on the Renewal of Term Lease – 0/230792 being Lot 3 on EG105 - Reserve for Camping, Water and Road.
C.7 – Request for views – Renewal of Lease over Reserve – Lot 9 on EG174 – Reserve for Camping Purposes	Section 254J(3)(i) a mater the local government is required to keep confidential under a law of, or formal arrangement with, the Commonwealth or a State.	The Department of Resources is seeking Councils view in confidence, on the Renewal of Term Lease 0/230923, Lot 9 on EG174 Reserve for Camping Purposes.
C.8 – Request for views – Renewal of Lease over Reserve – Lot 30 on SP145274 – Reserve for Camping Purposes	Section 254J(3)(i) a mater the local government is required to keep confidential under a law of, or formal arrangement with, the Commonwealth or a State.	The Department of Resources is seeking Councils views in confidence, on the Renewal of Term Leases 0/231045 over Lot 30 on SP145274.
C.9 – Letter of support – Easement on State Lease over a Reserve – Lot 221 on WV1352	Section 254J(3)(i) a mater the local government is required to keep confidential under a law of, or formal arrangement with,	Carter Newell Law, on behalf of Santos CSG Pty Ltd (Santos), are seeking a letter of support for their application for Ministerial consent to an easement over Lot 221 on WV1352 which has overlapping state reserve and state lease tenures.

	the Commonwealth or a State.	
C.10 – Biosecurity Advisory Committee – Recommendation of Appointments	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.	Following Council's direction through OM/02.2025/08, an Expression of Interest (EOI) process was conducted to appoint community representatives to the newly re-established Biosecurity Advisory Committee. This report provided an overview of the process, and presents recommendations for appointments based on the assessment of applications received.
C.11 – Tender 25037 – Purchase and Removal of Stockpiled Manure – Roma Saleyards	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.	This report is being presented to Council to consider the responses received for Tender 25037 – Purchase and Removal of Stockpiled Manure – Roma Saleyards.
C.12 – Tiffin St North (Roma) Kerb & Channel Western Side Scope and Budget Review	Section 254J(3)(g) and (c) - 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: AND – The local government's budget.	Consideration of a revised option for addressing persistent water pooling on the western side of Tiffin Street North, Roma Between George Street East and Bungil Street.
C.13 – Funding Opportunity Residential Activation Fund	Section 254J(3)(g) and (c) - 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: AND – The local government's budget.	The Queensland Government has launched the Residential Activation Fund (RAF)—a \$2 billion initiative to accelerate housing supply through the delivery of enabling infrastructure. With applications for Round 1 closing on 23 May 2025, the program presents a strategic and time-sensitive opportunity for Council to secure external funding for infrastructure investment in the region. Council officers have assessed the RAF guidelines and identified a number of potential development areas suitable for consideration. Following evaluation of project readiness, strategic alignment, and potential housing yield, the Police Paddock subdivision in Roma has been identified as the preferred candidate for submission. The proposed project aligns strongly with Council's Corporate Plan and Local

		Housing Action Plan (LHAP) which prioritises land activation, infrastructure enablement, and housing supply as critical strategic objectives. Council endorsement is now sought to proceed with the preparation and submission of an application to the Residential Activation Fund.
CARRIED		8/0

Cr Birkett, having previously declared a Prescribed Conflict of Interest in Item C.2 left the meeting prior to discussions on the matter at 11.24am.

At cessation of discussions on the abovementioned item, Cr Birkett returned to the meeting at 11.38am.

Cr O'Neil left the meeting at 12.17pm and returned at 12.19pm.

Cr Flynn returned to the meeting in closed session at 12.48pm.

Cr Birkett again left the meeting at 12.52pm, prior to continued discussion on Item C.2. Cr Birkett and returned to the meeting at resumption of standing orders following lunch.

COUNCIL ADJOURNED THE MEETING
 FOR LUNCH at 12.55pm

SUBJECT HEADING: RESUMPTION OF STANDING ORDERS
 COUNCIL RESUMED THE MEETING IN CLOSED SESSION AT 1.56pm

Resolution No. OM/05.2025/17	
Moved Cr O'Neil	Seconded Cr Birkett
That Council open the meeting to the public [at 1.56pm].	
CARRIED	
9/0	

Item Number: 14.2 **File Number:** D25/42780

SUBJECT HEADING: 2020/20049 CHANGE APPLICATION(MINOR) - MATERIAL CHANGE OF USE DWELLING HOUSE (DOMESTIC OUTBUILDING)

Officer's Title: Planning Officer

Executive Summary:

SJH Builders on behalf of the property owners, IG Newton, and TJ Jackson, have submitted a Minor Change Application to the previously approved Material Change of Use "Dwelling House" (Domestic Outbuilding) located at 8 Highview Close, Roma being Lot 4 on SP268229 (the subject premises).

This matter had been laid on the table earlier during the meeting for Council to consider an alternate motion and conditions in the instance of a decision to approve the application. This to hand, Council resumed it's deliberations.

Resolution No. OM/05.2025/18

Moved Cr Birkett

Seconded Cr Brumpton

That Council issue a Change Decision notice in relation to the existing Development Approval (Ref: 2020/20049) for a Material Change of Use “Dwelling House” (Domestic Outbuilding) at 8 Highview Close, Roma, properly described as Lot 4 on SP268229, reflecting the changes as follows:

(a) Condition 6 be amended from:

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

Drawing/report title:	Prepared by:	Date:	Reference no:
Site Plan (as marked in Red by Council)		06/04/2020	001
End Elevations Page 1 of 9 (as marked in Red by Council)	Emerald Design and Construction	21/02/2020	153722
Side Elevations Page 2 of 9	Emerald Design and Construction	21/02/2020	153722
Floor Plan Page 3 of 9	Emerald Design and Construction	21/02/2020	153722

To:

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

Drawing/report title:	Prepared by:	Date:	Reference no:
Site Plan (as marked in Red by Council)		06/04/2020	001
End Elevations Page 1 of 9 (as marked in Red by Council)	Emerald Design and Construction	21/02/2020	153722
Side Elevations Page 2 of 9	Emerald Design and Construction	21/02/2020	153722
Floor Plan Page 3 of 9	Emerald Design and Construction	21/02/2020	153722
Proposed Site Plan		n.d.	-
Elevations	Emerald Design and Construction	16-01-2025	1927883691, Sheet 2 of 6
Floor Plan & Roof Framing Plan	Emerald Design and Construction	16-01-2025	1927883691, Sheet 4 of 6

(b) Condition 8 be amended from:

8. The maximum floor area of the approved “Dwelling house” (domestic outbuilding) is restricted to 110.25m².

To:

8. The maximum floor area of the approved “Dwelling house” (domestic outbuilding) is restricted to 225.75m², being 110.25m² enclosed and 115.5m² open.

(c) A new condition 9 be added:

9. All areas shown as carports must remain open at all times and must not be enclosed.

(d) Condition 22 be amended from:

22. Stormwater from the roof and all impervious surfaces associated with the approved development is to be collected internally and piped to a lawful point of discharge in accordance with the Capricorn Municipal Development Guidelines – Stormwater Drainage Design D5.

To:

23. Stormwater from the roof and all impervious surfaces associated with the approved development is to be collected internally and piped to a lawful point of discharge on Highview Close in accordance with the Capricorn Municipal Development Guidelines – Stormwater Drainage Design D5.

(e) A new Condition 24 be included that states:

24. Stormwater collected from the roof of the outbuilding is to be collected in rainwater tanks and any excess piped to the lawful point of discharge for the site in accordance with Condition 22. All rainwater tanks must be located on site in accordance with the terms of the easement burdening the site.

(f) Condition 24 be amended from:

24. The development must not result in any ponding of stormwater on the property during construction or after the development has been completed.

To:

26. Stormwater must not be discharged to adjoining properties and must not pond on the property being developed, or adjoining properties during the development process or after the development has been completed. The development must not result in any ponding of stormwater on the property during construction or after the development has been completed.

(g) A new condition 27 be included that states:

27. The stormwater disposal system must be designed to include appropriate pollution control devices or methods to ensure no contamination or silting of stormwater infrastructure, creeks or other waterways.

(h) A new condition 28 be included that states:

28. If there is a possibility of erosion or silt or other materials being washed off the property during the development process or after the development is completed, the developer must document and implement a management plan that prevents this from occurring.

(i) A new condition 29 be included that states:

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

(j) All other conditions are renumbered but remain unchanged.

CARRIED

7/2

Statement of Reason –

The allotment is conditioned to be amalgamated and therefore will be larger, and it is within the visual amenity of the block as there is a rural shed backing onto the area.

The allotment is also situated on the edge of residential abutting rural zoning.

Responsible Officer

Planning Officer

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. Meryl Brumpton, Cr. Amber Davis, Cr. Peter Flynn, Cr Johanne Hancock, Cr. Cameron O'Neil, Cr Brendan Seawright, Cr Wendy Taylor, Cr. Jane Vincent.

How each eligible councillors voted:

Cr. Meryl Brumpton, Cr. Peter Flynn, Cr Johanne Hancock, Cr. Cameron O'Neil, Cr Brendan Seawright, Cr Wendy Taylor.
voted in favour of the motion.

Cr. Amber Davis, Cr. Jane Vincent voted against the motion.

Item Number:

C.1

File Number: D25/26090

SUBJECT HEADING:

CAFE ON SECOND - OPTION TO RENEW LEASE

Location:

Injune

Officer's Title:

Leases and Agreements Administration Officer

Executive Summary:

Council has been advised by the Lessee of Café on Second in Injune, that they wish to exercise the option to renew for a further one (1) year term as provided for in the Lease.

Resolution No. OM/05.2025/19

Moved Cr Vincent

Seconded Cr O'Neil

That Council:

1. Approve the extension of the Injune Commercial Space Lease Agreement with Womblebank Sawmilling Co Pty Ltd for a further one (1) year term until 2 July 2026.
2. Authorise the Chief Executive Officer (or delegate), to execute documentation relating to the renewal of the Lease.

CARRIED

9/0

Responsible Officer

**Leases and Agreements Administration
Officer**

Cr Birkett, having previously declared a prescribed conflict of interest in the following item, left the meeting at 2.11pm.

Item Number:

C.2

File Number: D25/44533

SUBJECT HEADING:

**MITCHELL RSL & COMBINED SPORTS CLUB INC -
MANAGEMENT AGREEMENT**

Location:

Mitchell

Officer's Title:

Leases and Agreements Administration Officer

Executive Summary:

Council received correspondence from the Mitchell RSL & Combined Sports Club Inc, expressing their interest in re-entering into a Management Agreement for use of the Mitchell RSL Complex, described as Lot 115 on DL335.

Resolution No. OM/05.2025/20

Moved Cr Hancock

That this lay on the table until a future meeting.

CARRIED

8/0

Responsible Officer

**Leases and Agreements Administration
Officer**

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. Meryl Brumpton, Cr. Amber Davis, Cr. Peter Flynn, Cr Johanne Hancock, Cr. Cameron O'Neil, Cr Brendan Seawright, Cr Wendy Taylor, Cr. Jane Vincent.

How each eligible councillors voted:

Each councillor voted in favour of the motion.

At cessation of discussion and decision on the abovementioned item, Cr Birkett returned to the meeting at 2.11pm.

Item Number: C.3 **File Number:** D25/39881
SUBJECT HEADING: TENDER 25035 - LEASE OF LAND FOR GRAZING PURPOSES - PART OF LOT 39 ON R869
Location: Roma
Officer's Title: Leases and Agreements Administration Officer

Executive Summary:

Council invited tenders for the lease over part of Lot 39 on R869, described as 95 McPhie Street Roma Qld 4455, for a period of two (2) years for grazing purposes.

The tender evaluation was tabled for Council's consideration.

Resolution No. OM/05.2025/21

Moved Cr Davis

Seconded Cr Brumpton

That Council:

1. Accept the tender submitted by Peta Reiser as the recommended Tenderer for Tender 25035 – Lease for grazing purposes over part of Lot 39 on R869, 95 McPhie Street, Roma.
2. Delegate authority to the Chief Executive Officer (or delegate) to enter into final negotiations with the successful applicant and execute the Lease for the term of two (2) years.
3. Assign the income to GL 1491.1075 (Lease Income).

CARRIED

9/0

Responsible Officer

Leases and Agreements Administration Officer

Item Number: C.4 **File Number:** D25/40667
SUBJECT HEADING: RENEWAL OF TRUSTEE LEASE OVER PART OF LOT 356 ON R861
Location: Roma
Officer's Title: Leases and Agreements Administration Officer

Executive Summary:

Council received correspondence from Mandandanji Limited, wishing to renew the Trustee Lease over the Mandandanji Park on Bungil Creek, being Lease A on SP294869 in Lot 356 on R861 Roma.

Resolution No. OM/05.2025/22

Moved Cr Brumpton

Seconded Cr Vincent

That Council:

1. Enter into a Trustee Lease with Mandandanji Limited over Lease A on SP294869 in Lot 356 on R861 for a period of ten (10) years.
2. Authorise the Chief Executive Officer, (or delegate), to execute the necessary documentation.

CARRIED

9/0

Responsible Officer

**Leases and Agreements Administration
Officer**

Item Number:

C.5

File Number: D25/37485

SUBJECT HEADING:

**REQUEST FOR VIEWS - RENEWAL OF LEASE OVER
RESERVE - LOT 10 ON EG174 - RESERVE FOR
CAMPING PURPOSES**

Officer's Title:

Administration Officer - Council Facilities Management

Executive Summary:

The Department of Resources sought Councils views in confidence, on the Renewal of Term Lease – 0/230606 being Lot 10 on EG174 – Reserve for Camping purposes.

Resolution No. OM/05.2025/23

Moved Cr Seawright

Seconded Cr Hancock

That Council:

1. Advise the Department of Natural Resources and Mines, Manufacturing and Regional and Rural Development that the land is still required for its gazetted purpose.
2. Council has no objection to the renewal of Term Lease, 0/230606 being Lot 10 on EG174.
3. Authorise the Chief Executive Officer (or delegate) to sign documentation in relation to this decision.

CARRIED

9/0

Responsible Officer

**Administration Officer - Council Facilities
Management**

Item Number:

C.6

File Number: D25/42114

SUBJECT HEADING:

**REQUEST FOR VIEWS - RENEWAL OF LEASE OVER
RESERVE - LOT 3 ON EG105 - RESERVE FOR
CAMPING, WATER AND ROAD)**

Officer's Title:

Administration Officer - Council Facilities Management

Executive Summary:

The Department of Resources sought Councils views in confidence, on the Renewal of Term Lease – 0/230792 being Lot 3 on EG105 - Reserve for Camping, Water and Road.

Resolution No. OM/05.2025/24

Moved Cr Vincent

Seconded Cr O'Neil

That Council:

1. Advise the Department of Natural Resources and Mines, Manufacturing and Regional and Rural Development that the land is still required for its gazetted purpose; and
2. Council has no objection to the renewal of Term Lease, 0/230792 being Lot 3 on EG105.
3. Authorise the Chief Executive Officer (or delegate) to sign documentation in relation to this decision.

CARRIED

9/0

Responsible Officer

Administration Officer - Council Facilities Management

Item Number:

C.7

File Number: D25/42398

SUBJECT HEADING:

REQUEST FOR VIEWS – RENEWAL OF LEASE OVER RESERVE – LOT 9 ON EG174 – RESERVE FOR CAMPING PURPOSES

Officer's Title:

Administration Officer - Council Facilities Management

Executive Summary:

The Department of Resources sought Councils view in confidence, on the Renewal of Term Lease 0/230923, Lot 9 on EG174 Reserve for Camping Purposes.

Resolution No. OM/05.2025/25

Moved Cr Hancock

Seconded Cr Davis

That Council:

1. Advise the Department of Natural Resources and Mines, Manufacturing and Regional and Rural Development that the land is still required for its gazetted purpose; and
2. Council has no objection to the renewal of Term Lease, 0/230923 being Lot 9 on EG174.
3. Authorise the Chief Executive Officer (or delegate) to sign documentation in relation to this decision.

CARRIED

9/0

Responsible Officer

Administration Officer - Council Facilities Management

Item Number: C.8 **File Number:** D25/43595
SUBJECT HEADING: REQUEST FOR VIEWS - RENEWAL OF LEASE OVER RESERVE - LOT 30 ON SP145274 - RESERVE FOR CAMPING PURPOSES
Officer's Title: Administration Officer - Council Facilities Management

Executive Summary:

The Department of Resources sought Council's views in confidence, on the Renewal of Term Leases 0/231045 over Lot 30 on SP145274.

Resolution No. OM/05.2025/26

Moved Cr Birkett

Seconded Cr Brumpton

That Council:

1. Advise the Department of Natural Resources and Mines, Manufacturing and Regional and Rural Development it offers an objection to the renewal of Term Lease, 0/231045 over Lot 30 on SP145274.
2. Authorise the Chief Executive Officer (or delegate) to enter direct negotiations between the current Lessee and Council to offer a Trustee Lease over Lot 30 on SP145274 for a period of three (3) years.
3. Authorise that Chief Executive Officer (or delegate) to sign documentation in relation to this decision.

CARRIED

9/0

Responsible Officer	Administration Officer - Council Facilities Management
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Item Number: C.9 **File Number:** D25/43853
SUBJECT HEADING: LETTER OF SUPPORT - EASEMENT ON STATE LEASE OVER A RESERVE – LOT 221 ON WV1352
Officer's Title: Administration Officer - Council Facilities Management

Executive Summary:

Carter Newell Law, on behalf of Santos CSG Pty Ltd (Santos), sought a letter of support for their application for Ministerial consent to an easement over Lot 221 on WV1352 which has overlapping state reserve and state lease tenures.

Resolution No. OM/05.2025/27

Moved Cr Brumpton

Seconded Cr Vincent

That Council:

1. Provide a letter of support for the application for Easement on State Lease over a Reserve – Lot 221 on WV1352.
2. Authorise the Chief Executive Officer (or delegate) to sign documentation in relation to this decision.

CARRIED

9/0

Responsible Officer	Administration Officer - Council Facilities Management
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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. Meryl Brumpton, Cr. Amber Davis, Cr. Peter Flynn, Cr. Johanne Hancock, Cr. Cameron O'Neil, Cr. Brendan Seawright, Cr. Wendy Taylor, Cr. Jane Vincent.

How each eligible councillors voted:

Each councillor voted in favour of the motion.

Item Number: C.10 **File Number:** D25/39959

SUBJECT HEADING: BIOSECURITY ADVISORY COMMITTEE -
RECOMMENDATION OF APPOINTMENTS

Officer's Title: Manager - Regulatory, Rural Lands & Environmental Health Services

Executive Summary:

Following Council's direction through OM/02.2025/08, an Expression of Interest (EOI) process was conducted to appoint community representatives to the newly re-established Biosecurity Advisory Committee.

This report provided an overview of the process, and presents recommendations for appointments based on the assessment of applications received.

Resolution No. OM/05.2025/28

Moved Cr Seawright

Seconded Cr Vincent

That Council:

1. Note the completion of the Expression of Interest (EOI) process undertaken in accordance with Resolution OM/02.2025/08.
2. Update the terms of reference to include an additional member.
3. Appoint the following community representatives to the Biosecurity Advisory Committee, for the 2025–2027 term:
 - o James Stinson – Roma & surrounds representative
 - o John Hartley – Mitchell & surrounds representative
 - o David Schwennesen – Surat & surrounds representative
 - o Brigid Price – Injune & surrounds representative
 - o Graeme Canning – Jackson / Wallumbilla & surrounds representative
 - o Cameron Ward – Regional representative
4. Write to all applicants to thank them for their interest and advise them of the outcome of the EOI process.

CARRIED

9/0

Responsible Officer	Manager - Regulatory, Rural Lands & Environmental Health Services
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Item Number: C.11 **File Number:** D25/44135
SUBJECT HEADING: TENDER 25037 – PURCHASE AND REMOVAL OF STOCKPILED MANURE – ROMA SALEYARDS
Officer's Title: Manager - Saleyards

Executive Summary:

This report was presented to Council to consider the responses received for Tender 25037 – Purchase and Removal of Stockpiled Manure – Roma Saleyards.

Resolution No. OM/05.2025/29

Moved Cr Brumpton

Seconded Cr Davis

That Council:

1. Award the tender to Roma Earthmoving Pty Ltd T/A DMAC Roma for the Purchase and Removal of Stockpiled Manure – Roma Saleyards.
2. Delegate authority to the Chief Executive Officer (or delegate) to enter into final negotiations with the successful applicant and execute the contract.
3. Assign the income to GL 01275.0130 (Saleyards revenue- other).

CARRIED

9/0

Responsible Officer

Manager - Saleyards

Item Number: C.12 **File Number:** D25/39886
SUBJECT HEADING: TIFFIN ST NORTH (ROMA) KERB & CHANNEL WESTERN SIDE | SCOPE AND BUDGET REVIEW
Officer's Title: Senior Engineer - Program & Contract Management

Executive Summary:

Consideration of a revised option for addressing persistent water pooling on the western side of Tiffin Street North, Roma Between George Street East and Bungil Street.

Resolution No. OM/05.2025/30

Moved Cr Birkett

Seconded Cr Seawright

That Council:

1. Receive and note this report as an update on the status of the approved Tiffin Street North drainage project.
2. Approve the revised scope of works, comprising of a 235-metre-long concrete drain with bed-level concrete driveways on the western side of Tiffin Street North;
3. Provide in-principle support to carry the project forward into the 2025–2026 Capital Works Program, and to increase the project budget from \$135,000 to \$246,000 (excluding GST), subject to final consideration during 2025–2026 budget deliberations.
4. Provide an update to the neighbouring residents of Council's decision.

CARRIED

9/0

Responsible Officer

Senior Engineer - Program & Contract Management

Item Number:

C.13

File Number: D25/43998

SUBJECT HEADING:

FUNDING OPPORTUNITY | RESIDENTIAL ACTIVATION FUND

Officer's Title:

**Deputy Director / Strategic Road Management
Senior Engineer - Contract Management Office**

Executive Summary:

The Queensland Government has launched the Residential Activation Fund (RAF)—a \$2 billion initiative to accelerate housing supply through the delivery of enabling infrastructure. With applications for Round 1 closing on 23 May 2025, the program presents a strategic and time-sensitive opportunity for Council to secure external funding for infrastructure investment in the region.

Council officers have assessed the RAF guidelines and identified a number of potential development areas suitable for consideration. Following evaluation of project readiness, strategic alignment, and potential housing yield, the Police Paddock subdivision in Roma has been identified as the preferred candidate for submission.

The proposed project aligns strongly with Council's Corporate Plan and Local Housing Action Plan (LHAP) which prioritises land activation, infrastructure enablement, and housing supply as critical strategic objectives.

Council endorsement is now sought to proceed with the preparation and submission of an application to the Residential Activation Fund.

Resolution No. OM/05.2025/31

Moved Cr O'Neil

Seconded Cr Brumpton

That Council:

- 1. Endorse the preparation and submission of an application under Round 1 of the Queensland Government's Residential Activation Fund for the delivery of Stage 1 (a & b) of the Police Paddock residential subdivision in Roma, with a total estimated construction cost of \$10,700,000 (incl. GST).**
- 2. Note that the Residential Activation Fund does not require a Council co-contribution, however authorise officers to include, as part of the application, a proposal to gift 6 residential lots to the Queensland Government for the purpose of Government Employee Housing, supporting the attraction and retention of essential workers in the region.**
- 3. Authorise the Chief Executive Officer or delegate to finalise the application and submit it to the Department of State Development and Infrastructure prior to the closing date of 23 May 2025.**
- 4. Include a specific action in Council's Draft 2025/26 Operational Plan to support the delivery of the Police Paddock subdivision—specifically, "Leverage Council-owned land to increase residential and economic development opportunities including finalising planning and progressing delivery of the Police Paddock residential subdivision."**
- 5. Be presented with a briefing in early 2025/26 outlining other potential Council-owned land opportunities in regional towns and localities, with a view to positioning these sites for consideration in future funding rounds under the Residential Activation Fund or similar land activation programs.**

CARRIED

9/0

Responsible Officer

**Deputy Director / Strategic Road
Management**

CLOSURE

There being no further business, the Mayor thanked Council for their attendance and declared the meeting closed at 2.34pm.

These Minutes are to be confirmed at the next Ordinary Meeting of Council to be held on 27 May 2025, at Roma Administration Centre.