

MINUTES OF THE ORDINARY MEETING OF MARANOA REGIONAL COUNCIL HELD AT ROMA ADMINISTRATION CENTRE ON 27 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 (by Microsoft Teams and in person later in the meeting), 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, Director Roma – Dean Ellwood, Director Warroo – Mathew, Deputy Director / Strategic Road Management – Cameron Hoffmann, Manager Airports (Roma) & Regional Compliance, Manager Regional Facilities Management – Leah Cooper, (Acting) Manager - Planning, Building & Development Services – Lucy Pulsford, Lead Local Development Officer – Georgie Adams-Woodall, Lead Town Planner – Kate Swepson, Planning Officer – Logan Connell.

WELCOME

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

CONFIRMATION OF MINUTES

Resolution No. OM/05.2025/32	
Moved Cr O'Neil	Seconded Cr Brumpton
That the minutes of the Ordinary Meeting held on 14 May 2025 be confirmed.	
CARRIED	9/0

ON THE TABLE

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

- C.5 – Mitchell RSL & Combined Sports Club Inc – Trustee Lease

BUSINESS

CORPORATE SERVICES

Item Number: 11.1 **File Number:** D25/46562
SUBJECT HEADING: MONTHLY FINANCIAL REPORT AS AT 30 APRIL 2025
Officer's Title: Management Accountant
 Chief Financial Officer

Executive Summary:

The purpose of this report is to present the monthly financial report to Council in accordance with section 204 of the Local Government Regulation 2012 for the period ended 30 April 2025.

Operating Result

The Year to Date (YTD) actual result at the end of April 2025 was a deficit of \$3.507 million, against a YTD budgeted result for that same period of a surplus of \$8.539 million. The unfavourable variance of \$12.046 million is primarily a result of the following:

- ☐ *Materials & Services: Flood Event 13 expensed but not budgeted (\$11.350M)*
- ☐ *Employee Costs: Flood Event 13 expensed but not budgeted (\$800K)*
- ☐ *Employee Costs: Flood Event 15/16/17 expensed but not budgeted (\$2.17M)*
- ☐ *Depreciation: Revaluations increased cost compared to budget (\$1.49M)*
- ☐ *Grants & Subsidies: Flood Event 15/16 received not budgeted \$11.077M*
- ☐ *Grants & Subsidies: Flood Event 13 budgeted but not received (\$7.9M)*
- ☐ *Plus, various smaller increases and decreases too many to list here*

Year End Forecast

The current (adjusted) budget result for 30 June 2025 is a deficit of \$5.3 million, some \$2.0 million better than expected in the original budget for the year. The following are future estimated changes expected to occur by year end:

- ☐ *EOFY statutory accounting adjustments increasing expenditure by (\$200k)*
- ☐ *Flood Event 13 increasing revenue by \$11M*
- ☐ *Flood Event 13 increasing expenditure by (\$11.582M)*
- ☐ *Flood Event 15/16 decreasing expenditure by \$900k*
- ☐ *Capitalisation of operating revenue (\$3.9M)*
- ☐ *Capitalisation of operating expenditure \$3.9M*
- ☐ *WIP Finalisations increasing expenditure by (\$350k)*

This has an impact on our forecast result for the 30 June 2025, which is a deficit of \$5.5 million.

Resolution No. OM/05.2025/33

Moved Cr Brumpton

Seconded Cr Vincent

That Council receive and note the Monthly Financial Report for the period ended 30 April 2025.

CARRIED

9/0

REPORTS - LOCAL AREA DIRECTORS

Declaration of Interest

Item	13.1
Description	Community Book Exchange
Declaring Councillor	Cr Meryl Brumpton
Person with the interest Related party / close associate / other relationship	Myself
Particulars of Interest	My daughter Erin Brumpton is employed by Council at the Roma Library.
Type of conflict	Declarable conflict of interest
Action	Leave the room while the matter is discussed and voted on.

Cr Brumpton left the meeting at 9.15am.

Item Number: 13.1 **File Number:** D25/45155

SUBJECT HEADING: COMMUNITY BOOK EXCHANGE

Officer's Title: Lead Local Development Officer

Executive Summary:

This report explored the implementation of a free community book exchange program across the Maranoa region. The initiative would repurpose second-hand books for public sharing through exchange stands. It aims to promote literacy, reduce waste and strengthen community connections.

The report outlined implementation options, indicative costs, risks and feedback. It also considers how a book exchange could complement, rather than compete with, existing library services – particularly in low-library access areas.

Resolution No. OM/05.2025/34

Moved Cr O'Neil

Seconded Cr Vincent

That Council:

- 1. Endorse the concept of a pilot community book exchange program to be rolled out in selected locations in the Maranoa.**
- 2. Refer the estimated implementation cost of \$5,000 for inclusion in the 2025/26 budget deliberations.**
- 3. Investigate partnerships with community organisations such as Men's Sheds for the construction and maintenance of book exchange boxes.**
- 4. Ensure alignment of the initiative with existing library services, with signage and QR codes directing users to Rural Libraries Queensland and local library services.**
- 5. Be provided a further report via a briefing to be considered at an upcoming council meeting.**

CARRIED

7/1

Responsible Officer

Lead Local Development 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. 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. John Birkett, Cr. Peter Flynn, Cr. Johanne Hancock, Cr. Cameron O'Neil, Cr. Brendan Seawright, Cr. Wendy Taylor, Cr. Jane Vincent.
voted in favour of the motion.

Cr. Amber Davis voted against the motion.

At cessation of discussion and decision on the abovementioned item, Cr Brumpton returned to the meeting at 9.34am.

Item Number:

13.2

File Number: D25/45815

SUBJECT HEADING:

AUSTRALIA DAY 2026

Officer's Title:

Lead Local Development Officer

Executive Summary:

This report sought Council's endorsement of the award categories, nomination guidelines, and the official opening date for the 2026 Australia Day awards.

These awards celebrate outstanding individuals and groups across the Maranoa region who have made significant contributions to their community. It was proposed that nominations open from 1 July 2025.

Resolution No. OM/05.2025/35

Moved Cr Vincent

Seconded Cr Davis

That Council:

- 1. Endorse the Australia Day 2026 award categories for each region as follows:**
 - **Citizen of the Year**
 - **Young Citizen of the Year**
 - **Community Contribution Award**
 - **Community Organisation Award**
 - **Cultural Contribution Award**
 - **Sports Award**
 - **Junior Sports Award**
 - **Andrea Murray Memorial Award (Regional Award)**
- 2. Endorse the Australia Day Awards Guidelines as attached to the officer's report.**
- 3. Approve the opening of nominations on 1 July 2025.**

CARRIED

7/2

Responsible Officer

Lead Local Development Officer

Item Number: 13.3 **File Number:** D25/47144
SUBJECT HEADING: IN-KIND ASSISTANCE REQUEST - ROMA TOUCH ASSOCIATION
Officer's Title: Lead Local Development Officer

Executive Summary:

The Roma Touch Association Incorporated sought in-kind support from Council for two upcoming events – the South West Schools Regional Touch Football Trials in June and the Queensland Schools State Touch Football Trials in August.

The total value of their request exceeds \$5,000 and must be brought to Council for consideration as per the Policy.

The association has indicated they may approach Council in the coming months regarding their volunteer committee, which is struggling to maintain the touch football facilities and may request support with future repairs.

Resolution No. OM/05.2025/36

Moved Cr Flynn

Seconded Cr Birkett

That Council:

1. Consider the request from the Roma Touch Football Association for in-kind assistance as outlined in this report, and approve support for the 2025 Regional and State Touch Football Trials.
2. Approve the allocation of in-kind assistance (estimated at \$1,644) from the 2024/25 and 2025/26 budgets under Work Order 19866.2571.2001 – In-kind Assistance Roma.
3. Allocate general maintenance costs associated with the facility (estimated at \$8,383.45) to GL 02497.2002.
4. Invite the Roma Touch Football Association Incorporated to an upcoming Council briefing to discuss the ongoing maintenance and future management of their clubhouse.

[Initial wording amended by Cr Flynn following further discussions, and further updated to include budgetary amounts. Cr Birkett as 'seconder' confirmed support for the amendments].

CARRIED

8/1

Responsible Officer

Lead Local Development Officer

Declaration of Interest

Item	13.4
Description	Roma Airport Advertising Devices
Declaring Councillor	Cr Peter Flynn
Person with the interest Related party / close associate / other relationship	Myself
Particulars of Interest	My business Maranoa Travel has contracts and partnerships with businesses involved in advertising at Roma Airport.
Type of conflict	Prescribed conflict of interest
Action	Leave the room while the matter is discussed and voted on.

Cr Flynn left the meeting at 10.22am.

Item Number: 13.4 **File Number:** D25/39453

SUBJECT HEADING: ROMA AIRPORT | ADVERTISING DEVICES

Officer's Title: Manager - Airports (Roma) & Regional Compliance

Executive Summary:

Council has been exploring opportunities to generate additional income for the Airports business unit through advertising space. This report provided additional opportunities.

Resolution No. OM/05.2025/37

Moved Cr O'Neil

Seconded Cr Brumpton

That Council:

- 1. Approve the implementation of a Council-operated advertising solution at Roma Airport, as presented.**
- 2. Give in principle approval for a capital project to install 2 new digital displays inside the terminal and construct a new double-sided 6 x 3 metre billboard, at a cost of \$19,200, with funding to be considered as part of the 2025/2026 budget.**
- 3. Be provided a draft Advertising Revenue Policy via a briefing for consideration at an upcoming Council Meeting.**

[Wording amended by Cr O'Neil following further discussions to remove the initial points referencing fee setting and negotiation of final terms, which was supported by the 'seconder']

CARRIED

8/0

Responsible Officer	Manager - Airports (Roma) & Regional Compliance
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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 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 Flynn returned to the meeting at 10.30am.

Declaration of Interest

Item	13.5
Description	Airports Asset Management Plan
Declaring Councillor	Cr Peter Flynn
Person with the interest Related party / close associate / other relationship	Myself
Particulars of Interest	My business Maranoa Travel has contracts and partnerships with businesses that have compliance agreements with Maranoa Regional Council at Roma Airport.
Type of conflict	Prescribed conflict of interest
Action	Leave the room while the matter is discussed and voted on.

Cr Flynn left the meeting at 10.31am.

Item Number: 13.5 **File Number:** D25/42182

SUBJECT HEADING: AIRPORTS | ASSET MANAGEMENT PLAN

Officer's Title: Manager - Airports (Roma) & Regional Compliance

Executive Summary:

Council has developed an Asset Management Plan to guide the maintenance and renewal of strategic airport assets for the next 10 years. The plan covers Roma, Injune, Mitchell and Surat aerodromes.

Resolution No. OM/05.2025/38

Moved Cr O'Neil

Seconded Cr Davis

That Council adopt the 10-year Airports Asset Management Plan as presented.

CARRIED

8/0

Responsible Officer	Manager - Airports (Roma) & Regional Compliance
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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 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.

COUNCIL ADJOURNED THE MEETING
 FOR MORNING TEA AT 10.34am

SUBJECT HEADING: RESUMPTION OF STANDING ORDERS
 COUNCIL RESUMED THE MEETING AT 11.00am

Cr Flynn was present at the resumption of Standing Orders.

Item Number: 13.6 **File Number:** D25/49079

SUBJECT HEADING: WILLIAM ST (SURAT) KERB & CHANNEL | SCOPE AND BUDGET REVIEW

Officer's Title: Director - Warroo

Executive Summary:

The William Street Bitumen to Kerb Upgrade project in Surat is a component of Maranoa Regional Council's ongoing efforts to enhance urban infrastructure. Initially costed in the 2022/23 financial year, the project was carried forward to the current capital works year.

This report provided an update on the project and changes to scope and budget.

Resolution No. OM/05.2025/39
Moved Cr Hancock
Seconded Cr Vincent
That Council:

1. Receive and note this report on the status of the William Street (Surat) Bitumen to Kerb project.
2. Transfer \$175,000 (excluding GST) funds from work order 24722 (Widen Bitumen to Kerb – Ivan Street, Charlotte to Cordelia St) to work order 24723 (Widen Bitumen to Kerb – William Street, Cordelia to Bertha St).
3. Provide in-principle support to create a new project 'Ivan St Bitumen to Kerb' project in the 2025–2026 Capital Works Program at a cost of \$200,000 (excluding GST), subject to final budget deliberations and updated business case.

[Point 2 budget amount updated by Cr Hancock following further discussions. This was supported by the 'seconder'].

CARRIED

9/0

Responsible Officer
Director - Warroo

REGIONAL DEVELOPMENT

Item Number: 14.1 **File Number:** D25/48722
SUBJECT HEADING: DEVELOPMENT APPLICATION MATERIAL CHANGE OF USE "WAREHOUSE" AND "SHOP" - 65 ARTHUR STREET, ROMA (2025/21368)
Officer's Title: Planning Officer

Executive Summary:

Revolution Town Planning on behalf of WhyKnott Investments Pty Ltd have submitted a development application for a Material Change of Use for a "Warehouse" and Shop". The proposal is located at 65 Arthur Street, Roma, properly described as Lot 3 on RP52175. The development application is subject to Impact Assessment and must be assessed against the assessment benchmarks (to the extent relevant) provided by Section 45 of the Planning Act 2016 ('Planning Act') and any relevant matters prescribed by regulation.

Public notification about the application was carried out in accordance with Part 4 of the Development Assessment Rules ('DA Rules') and for a period of 15 business days, between 10 April 2025 and 9 May 2025. There was no properly made submissions during this period.

The procedural requirement set out by the DA Rules to enable Council to make a decision on this application have been fulfilled. The development application is generally consistent with the assessment benchmarks provided by the Planning Act and the Maranoa Planning Scheme; and can be otherwise be conditioned to achieve compliance.

Resolution No. OM/05.2025/40

Moved Cr Birkett

Seconded Cr O'Neil

That the development application for a Material Change of Use - "Warehouse" and "Shop" located at 65 Arthur Street, Roma, QLD 4455, described as Lot 3 on RP52175, be approved subject to the listed conditions and general advice below-

Development details

1. The approved development is a Material change of use – "Warehouse" and "Shop" as defined in the Planning Scheme and as shown on the approved plans.

Compliance inspection

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

Approved plans and documents

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

Plan/Document number	Plan/Document name	Date

232029.SK.001 (G)	Site Plan	25.03.2025
232029.SK.002 (B)	Existing Site Plan	30 Sep 2024
232029.SK.101 (D)	Floor Plans	30 Sep 2024
232029.SK.401 (D)	Building Elevations	30 Sep 2024

Development works

5. During the course of constructing the works, the developer shall ensure that all works are carried out by appropriately qualified persons and the developer and the persons carrying out and supervising the work shall be responsible for all aspects of the works, including public and worker safety, and shall ensure adequate barricades, signage and other warning devices are in place at all times.
6. The developer is responsible for locating and protecting any Council and public utility services, infrastructure and assets that may be impacted on during construction of the development. Any damage to existing infrastructure (kerb, road pavement, existing underground assets, etc.) that is attributable to the progress of works on the site or vehicles associated with the development of the site shall be immediately rectified in accordance with the asset owners' requirements and specifications and to the satisfaction of the asset owners' representative(s).
7. All civil and related work shall be designed and supervised by Registered Professional Engineers of Queensland (RPEQ-Civil) who are competent in the construction of the works. RPEQ certification is to be provided to Council for all works involving Council infrastructure that are authorised by this development approval and any related approval. This must include a Design Certificate with application/s for Operational work and a Construction Supervision Certificate at completion of the approved works and/or prior to Council's acceptance of any works on-maintenance.

Applicable standards

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

Works in road reserve

9. A Works in a Road Reserve Permit will be required from Council for any works associated with the development that are undertaken within the Council road reserve by private contractor/entity. Works include, but are not limited to, cutting work, kerb and channel, site access/crossovers and footpaths. All works on or near roadways shall be adequately signed in accordance with the "Manual for Uniform Traffic Control Devices – Part 3, Works on Roads".

Avoiding nuisance

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

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

12. All lighting shall be directed or shielded so as to ensure that no glare directly affects nearby properties.

Note: The Queensland Government Environmental Protection Act 1994 includes controls for light nuisances.

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

14. Unless otherwise approved in writing by the Council, approved hours of construction are restricted to Monday – Saturday 6.30am to 6.30pm – noise permitted. Work or business which causes audible noise must not be conducted from or on the subject land outside the above times or on Sundays or Public Holidays.

15. Graffiti deterrent building design elements and surface treatments must be incorporated along the southern building façade and maintained at all times.

Screening mechanical equipment

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

Refuse storage and collection

17. Bulk refuse storage and collection facilities must be provided on-site generally in the location shown as 'Bin Store' on the approved Site Plan prior to the commencement of the approved development. The bulk refuse storage container/s shall be screened and retain reasonable standards of amenity for users of the premises and surrounding properties.

18. The bulk refuse storage area must be enclosed on a minimum of three sides with a screen wall extending 0.2 metres above the height of all refuse containers.

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

20. Refuse collection from the site must not occur before 7:00am or after 6:00pm, or on Sundays or public holidays.

Access

21. The proposed vehicle crossover shall be provided from Arthur Street, generally in the location shown on approved Site Plan. The vehicle crossover is to be constructed generally in accordance with CMDG Drawing - CMDG-R-042 Rev G, dated 01/2024 and must be designed to cater for the maximum vehicle size accessing the site, ensuring no damage to the roadway or kerb. The grade of the vehicle crossover must not exceed the specifications of the CMDG.

22. Kerb and channelling is to be renewed either side of the new crossover to the nearest concrete join.

23. Vehicle crossovers must be located a minimum distance of one metre from any power poles, street signage, streetlights, manholes, stormwater gully pits or other Council assets, unless otherwise specified in the applicable development standards and specifications.
24. The landowner is responsible for the construction and maintenance of vehicle crossovers from the property boundary to the extremal road networks and access ways, and for obtaining any approvals that may be required and for complying with the applicable designs and standards.
25. Remove any redundant crossovers and reinstate the kerb and channel, road pavement, services and verge in accordance with CMDG Design Guideline D1 'Geometric Road Design'.

Parking

26. A minimum of 5 car parking spaces are to be provided within the development site area generally in accordance with approved Site Plan. Parking spaces for persons with disabilities (PWD) are to be provided in accordance with the Building Code of Australia.
27. Car park design, including car parking spaces (widths and lengths), vehicle access lanes and manoeuvring areas are to comply with Australian Standard AS/NZS 2890.1:2004 Part 1: Off-street car parking.
28. Disabled car parking bays are to comply with Australian Standard AS/NZS 2890.6:2009 - Parking Facilities Part 6: Off-street parking for people with disabilities.
29. Onsite service vehicle access, parking and manoeuvring is to be designed in accordance with Australian Standard AS/NZS 2890.2:2004 - Parking facilities Part 2: Off-street commercial vehicle facilities requirements.
30. Vehicle movements within the site are to be clear of proposed parking areas, buildings, and landscape treatments.
31. Vehicle parking bays must not encroach into swept paths for vehicle movements.
32. Vehicles accessing the site and designated onsite parking areas must be able to enter and leave the site in forward direction. All vehicle manoeuvres to and from the onsite parking spaces must be totally contained within the development site boundaries and must not encroach onto the adjacent roadway.
33. All onsite access, parking and manoeuvring areas are to be sealed with an approved impervious surface. Surfacing shall consist of reinforced concrete, asphaltic hot-mix or two coat (primer seal/seal) bitumen seal.

Bicycle parking

34. A dedicated area for bicycle parking with a minimum of four spaces is to be provided within the development site area. Bicycle parking areas must be well-lit, sheltered and protected from other use areas and traffic.

Services

35. The approved development is to be connected to Council's reticulated water supply network in accordance with the Water Services Association of Australia (WSAA) publication and the CMDG Design Guidelines – D11 'Water Reticulation', at no cost to Council.

36. The approved development is to be connected to Council's reticulated sewerage disposal system in accordance with the Sewerage Code of Australia and the CMDG Design Guideline - D12 'Sewerage Reticulation', at no cost to Council.

37. Any connection to or works associated with Council's sewerage infrastructure must be completed by a qualified plumber/drainlayer under Council supervision. No works are to be undertaken on Council's sewerage infrastructure without first obtaining the express permission of Council.

Note: Any damage caused to Council's sewer infrastructure due to the progression of works or as a result of the approved use shall be rectified at the landowner's expense.

38. Connection of the development to a telecommunication service must be undertaken in accordance with the relevant service provider's requirements and specifications along with relevant building standards, requirements and specifications.

39. The development must be connected to an electricity reticulation service in accordance with the relevant service provider's requirements and specifications along with relevant building standards, requirements and specifications.

Note: Any renewable energy systems integrated into the development are to contribute to the supply and use of electricity to and from the grid.

40. All services installation, including sewer, water, electricity and telecommunications connections to the respective networks, must comply with (i) the development approval conditions, (ii) any relevant provisions in the planning scheme for the area, (iii) Council's standard designs for such work where such designs exist (iv) the Capricorn Municipal Development Guidelines (CMDG) where it applies (v) any relevant Australian Standard that applies to that type of work and (vi) any alternative specifications that Council has agreed to in writing and which the developer must ensure do not conflict with any requirements imposed by any applicable laws and standards.

41. Any conflicts associated with proposed and existing services shall be forwarded by the developer to the appropriate controlling authority for approval for any proposed changes.

Fencing and landscaping

42. A 1.8-metre-high screen fence is to be provided along the entire length of the northern and western property boundaries.

43. Landscaping areas are to be provided generally in accordance with approved Site Plan. Plantings within the landscaping areas shall include a mix of shrubs and ground covers which must contribute to the amenity of the development and the street.

44. All landscaping works are to be completed prior to the commencement of the approved use.

45. Site landscaping is to be irrigated during an establishment period of two years, and ground covers should fully cover vegetated areas within one year of planting.

46. All site landscaping is to be maintained throughout the duration of the approved use. Any dead and/or unhealthy plants are to be promptly removed and replaced.

47. Site landscaping must not interfere with electrical infrastructure nor restrict maintenance access to any onsite infrastructure, public utility or easement.

48. Landscaping must not interfere with sight lines at access driveways for vehicle traffic.

Advertising signage

49. Any proposed advertising signage in addition to that identified in the approved development plans, is subject to further development approval unless complaint with the requirements for “Accepted development” or “Accepted development subject to requirements” identified in the planning scheme in force at the time.
50. Any advertising signage associated with the approved use must be fully contained within the development site boundaries and must not encroach into adjoining properties or roads.

Stormwater and drainage

51. Stormwater runoff from roofs and impervious surfaces is to be collected internally in accordance with CMDG Design Guidelines D-5 ‘Stormwater Drainage Design’.
52. 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.
53. There must be no increases in any silt loads or contaminants in any overland flow from the property being developed during the development process and after the development has been completed.
54. The stormwater disposal system must be designed to include appropriate pollution control devices or methods to ensure no contamination or silting of creeks or other waterways.

Construction activities and erosion control

55. During the course of any construction activities, soil erosion and sediment must be managed in accordance with CMDG Design Guidelines D-7 ‘Erosion Control and Stormwater Management’.
56. 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.
57. Stockpiles of topsoil, sand, aggregate, spoil, or other material capable of being moved by the action of running water shall be stored clear of drainage paths and be prevented from entering the road and/or drainage system.
58. Should it be necessary for the road and/or drainage system to be reinstated or cleaned up due to erosion and/or sedimentation from the site, then such works shall be at no cost to Council. Such work shall be undertaken immediately.
59. Temporary fencing must be erected and maintained around the perimeter of the development area whilst construction activities are carried out.

Operating hours

60. Operating hours are restricted to 7:00am to 8:00pm.

Delivery of goods

61. Loading and unloading of goods must not occur outside the hours of 7:00am to 6:00pm Monday to Friday and 8:00am to 5:00pm on Saturdays. No loading or unloading shall occur on Sundays or Public Holidays.

62. The delivery, loading and unloading of goods to the site must be undertaken within the subject site and must not occur on adjoining properties or roads.

No cost to Council

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

64. The developer is responsible for meeting all costs associated with the approved development unless there is specific agreement by other parties, including the Council, to meet those costs.

65. All rates and charges of any description and all arrears of such rates and charges, together with interest outstanding thereon, on the land, due to Council shall be paid prior to the commencement of use.

Latest versions

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

Application documentation

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

GENERAL ADVICE

a) Refer to <http://www.cmdg.com.au/> for the Capricorn Municipal Development Guidelines (CMDG).

b) Refer to <http://www.maranoa.qld.gov.au/council-policies> for Council Policies.

c) The relevant planning scheme for this development is Maranoa Planning Scheme 2017. All references to the 'Planning Scheme' and 'Planning Scheme Schedules' within these conditions refer to the above Planning Scheme.

d) Under the Planning Scheme –

Warehouse: means the use of premises for:

a) storing or distributing goods, whether or not carried out in a building; or

b) the wholesale of goods if the use is ancillary to the use in paragraph (a).

and

Shop: means the use of premises for:

- (a) displaying, selling, or hiring goods; or**
- (b) providing personal services or betting to the public**
- e) The Environmental Protection Act 1994 states that a person must not carry out any activity that causes, or is likely to cause, environmental harm unless the person takes all reasonable and practicable measures to prevent or minimise the harm. Environmental harm includes environmental nuisance. In this regard, persons and entities involved in the operation of the approved development are to adhere to their 'general environmental duty' to minimise the risk of causing environmental harm to adjoining premises.**
- f) The land use rating category may change upon commencement of any new use on the approved lot(s). Council's current Revenue Statement, which includes the minimum general rate levy for the approved use/s, can be viewed on the Council Website: www.maranoa.qld.gov.au.**
- g) All Aboriginal Cultural Heritage in Queensland is protected under the Aboriginal Cultural Heritage Act 2003 and penalty provisions apply for any unauthorised harm. Under the legislation a person carrying out an activity must take all reasonable and practicable measures to ensure the activity does not harm Aboriginal Cultural Heritage. This applies whether or not such places are recorded in an official register and whether or not they are located in, on or under private land. The developer is responsible for implementing reasonable and practical measures to ensure the Cultural Heritage Duty of Care Guidelines are met and for obtaining any clearances required from the responsible entity.**
- h) It is the responsibility of the developer to obtain all necessary permits and submit all necessary plans and policies to the relevant authorities for the approved use.**
- i) An operational works application will be required to be submitted to and approved by Council for any cut and/or filling works that exceed 50m³.**
- j) All persons involved in the development, operation or use of the site have an obligation to take all reasonable and practical measures to prevent or minimise any biosecurity risk under the Biosecurity Act 2014.**
- k) Refer to attached Adopted Infrastructure Charges Notice for infrastructure charges levied for the approved development.**
- l) In completing an assessment of the proposed development, Council has relied on the information submitted in support of the development application as true and correct. Any change to the approved plans and documents may require a new or changed development approval. It is recommended to contact Council for advice in the event of any potential change in circumstances.**

CARRIED

9/0

Responsible Officer	Planning Officer
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Declaration of Interest

Item	C.4
Description	Yuleba Development Group – User Agreement – Yuleba RTC Building
Declaring Councillor	Cr Brendan Seawright
Person with the interest Related party / close associate / other relationship	My wife, Kristen Seawright
Particulars of Interest	My Wife, Kristen Seawright is the secretary of the Yuleba Development Group
Type of conflict	Prescribed conflict of interest
Action	Leave the room while the matter is discussed and voted on.

Declaration of Interest

Item	C.1
Description	Booringa Heritage Group Agreement – Booringa Heritage Museum
Declaring Councillor	Cr John Birkett
Person with the interest Related party / close associate / other relationship	My Father Gary Birkett
Particulars of Interest	Gary is an Executive Member of the Booringa Heritage Museum.
Type of conflict	Prescribed conflict of interest
Action	Leave the room while the matter is discussed and voted on.

Declaration of Interest

Item	C.5
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.

CONFIDENTIAL ITEMS

Resolution No. OM/05.2025/41	
Moved Cr O'Neil	Seconded Cr Birkett
<p>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 [11.11am] to discuss confidential items that its Councillors consider is necessary to close the meeting.</p> <p>In accordance with Section 254J(5) of the Local Government Regulation 2012, the following table provides:</p> <ul style="list-style-type: none"> • 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 – Booringa Heritage Group Agreement – Booringa Heritage Museum	Section 254J(3)(f) matters that may directly affect the health and safety of an individual or a group of individuals.	Council has received correspondence from the Booringa Heritage Group Incorporated, advising they wish to renew the Commercial Tenancy Agreement with Council for the Booringa Heritage Museum, located at 4 Elizabeth Street Mitchell, being part of Lot 1 on SP265643.
C.2 – Request for views – Renewal of Leases over Reserves – Lot 22 on EG277, Lot 8 on EG277 and Lot 6 on EG128 – Reserves for Camping Purposes	Section 254J(3)(i) matters that may directly affect the health and safety of an individual or a group of individuals.	Council has received correspondence from the Booringa Heritage Group Incorporated, advising they wish to renew the Commercial Tenancy Agreement with Council for the Booringa Heritage Museum, located at 4 Elizabeth Street Mitchell, being part of Lot 1 on SP265643.
C.3 – Trusteeship over Lot 67 on WAL53309 and Lot 67 on WV1687 – Renewal of Term Lease over Lot 67 on WV1687	Section 254J(3)(i) matters that may directly affect the health and safety of an individual or a group of individuals.	Department of Natural Resources and Mines, Manufacturing and Regional and Rural Development is seeking Council's views in confidence on becoming Trustee over Lot 67 on WAL53309, and Lot 67 on WV1687. Additionally, Council's views for the renewal of Term Lease over Lot 67 on WV1687 are required.
C.4 – Yuleba Development Group – User Agreement – Yuleba RTC Building	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 the Yuleba Development Group wishing to enter into a formal agreement with Council for use of the Old Rural Transaction Centre Building at 1 Creek Street Yuleba.
C.5 – Mitchell RSL & Combined sports club Inc – Trustee Lease	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 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.
LC.1 - Tender for Construction Works Carnarvon Highway Footpath Upgrade Project for Department of Transport and Main Roads	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 local government; AND (i) a matter the local government is required to keep confidential under a law of, or formal	Council has been invited to submit a tender response for the construction of the Shared Concrete Pathway along the Carnarvon Highway in Roma on behalf of the Department of Transport and Main Roads (DTMR). This report provides an update and overview of the project, outlining Council's involvement in the tender process and the steps required before submitting a formal tender response, and if approved, project delivery.

	arrangement with, the Commonwealth or a State.	
LC.2 – Tender 25036 – Bulk Haulage and Waste Management Services	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 local government.	<p>This report summarises the process undertaken for Tender 25036 – Bulk Haulage and Waste Transfer Services.</p> <p>The tender sought responses from suitably qualified and experienced operators, to collect and transfer waste from Council's regional waste facilities, to the Roma Waste & Resource Recovery Facility, Short Street, Roma QLD 4455. As well as to provide operational support at Roma Waste & Resource Recovery Facility.</p> <p>The tender period opened on 21 March 2025 and closed on 14 April 2025 with Council receiving two (2) responses. Responses were reviewed by an evaluation panel and the report is submitted for Council's consideration.</p>
CARRIED		9/0

Cr Hancock left the meeting at 11.12am.

Cr Birkett left the meeting prior to discussion on Item C.1, having previously declared a prescribed conflict of interest and returned at 11.21pm.

At cessation of discussion on the abovementioned item, Cr Birkett returned to the meeting at 11.26am.

Cr Seawright left the meeting prior to discussion on item C.4 at 11.32am, having previously declared a prescribed conflict of interest in the matter.

At cessation of discussion on the abovementioned item, Cr Seawright returned to the meeting at 11.35am.

Cr Birkett left the meeting prior to discussion on Item C.5 at 11.36am having previously declared a prescribed conflict of interest on the matter.

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

COUNCIL ADJOURNED THE MEETING
 FOR A BRIEF RECESS AT 11.38am

SUBJECT HEADING: RESUMPTION OF STANDING ORDERS
 COUNCIL RESUMED THE MEETING AT 11.44am

Cr Flynn left the meeting at 12.03pm, and returned at 12.05pm.

Resolution No. OM/05.2025/42	
Moved Cr O'Neil	Seconded Cr Birkett
That Council open the meeting to the public [at 12.16pm].	
CARRIED	
8/0	

Resolution No. OM/05.2025/43

Moved Cr Brumpton

Seconded Cr O'Neil

That Item C.1 be moved to the open agenda.

CARRIED

8/0

Cr Birkett, having previously declared a prescribed conflict of interest in the following item, left the meeting at 12.17pm.

Item Number:

C.1

File Number: D25/40821

SUBJECT HEADING:

**BOORINGA HERITAGE GROUP AGREEMENT -
BOORINGA HERITAGE MUSEUM**

Location:

Mitchell

Officer's Title:

Leases and Agreements Administration Officer

Executive Summary:

Council received correspondence from the Booringa Heritage Group Incorporated, advising they wish to renew the Commercial Tenancy Agreement with Council for the Booringa Heritage Museum, located at 4 Elizabeth Street Mitchell, being part of Lot 1 on SP265643.

Resolution No. OM/05.2025/44

Moved Cr Brumpton

That this be laid on the table until a future meeting [for additional information to be provided by the reporting officer].

CARRIED

7/0

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. 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 12.19pm.

Item Number: C.2 File Number: D25/42399

SUBJECT HEADING: REQUEST FOR VIEWS – RENEWAL OF LEASES OVER RESERVES – LOT 22 ON EG277, LOT 8 ON EG277 AND LOT 6 ON EG128 – RESERVES FOR CAMPING PURPOSES

Officer's Title: Administration Officer - Council Facilities Management

Executive Summary:

The Department of Natural Resources and Mines, Manufacturing and Regional and Rural Development is seeking Council's views in confidence, on the Renewal of Term Leases over Lot 22 on EG277, Lot 8 on EG277 and Lot 6 on EG128 - Reserves for Camping Purposes.

Resolution No. OM/05.2025/45

Moved Cr Seawright

Seconded Cr Davis

That Council:

1. In line with the Stock Route Management Policy, objects to the renewal of Term Lease, 0/230862 over Lot 22 on EG277 and Lot 8 on EG277.
2. In line with the Stock Route Management Policy, objects to the renewal of Term Lease, 0/230863 over Lot 6 on EG128.
3. Authorise the Chief Executive Officer (or delegate) to enter into direct negotiations with the current Lessee to offer a Trustee Lease over Lot 22 on EG277, Lot 8 on EG277 and Lot 6 on EG128 for a period of three (3) years, if required.
4. Authorise the Chief Executive Officer (or delegate) to the to sign documentation in relation to this decision.

CARRIED

8/0

Responsible Officer	Administration Officer - Council Facilities Management
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Item Number: C.3 File Number: D25/43787

SUBJECT HEADING: TRUSTEESHIP OVER LOT 67 ON WAL53309 AND LOT 67 ON WV1687 - RENEWAL OF TERM LEASE OVER LOT 67 ON WV1687

Officer's Title: Administration Officer - Council Facilities Management

Executive Summary:

Department of Natural Resources and Mines, Manufacturing and Regional and Rural Development sought Council's views in confidence on becoming Trustee over Lot 67 on WAL53309, and Lot 67 on WV1687. Additionally, Council's views for the renewal of Term Lease over Lot 67 on WV1687 are required.

Resolution No. OM/05.2025/46

Moved Cr Vincent

Seconded Cr Seawright

That Council:

1. Advise the Department of Natural Resources and Mines, Manufacturing and Regional and Rural Development of its acceptance, of the offer of Trusteeship over Lot 67 on WAL53309.
2. Offers an objection to becoming Trustee of Lot 67 on WV1687 and support the State to make a determination over the reserve.
3. Authorise the Chief Executive Officer (or delegate) to sign documentation in relation to this decision.

CARRIED

8/0

Responsible Officer	Administration Officer - Council Facilities Management
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Cr Hancock returned to the meeting at 12.25pm.

Cr Seawright, having previously declared a prescribed conflict of interest in the following item, left the meeting at 12.25pm.

Item Number: C.4 **File Number:** D25/45991

SUBJECT HEADING: YULEBA DEVELOPMENT GROUP - USER AGREEMENT
- YULEBA RTC BUILDING

Officer's Title: Leases and Agreements Administration Officer

Executive Summary:

Council received correspondence from the Yuleba Development Group wishing to enter into a formal agreement with Council for use of the Old Rural Transaction Centre Building at 1 Creek Street Yuleba.

Resolution No. OM/05.2025/47

Moved Cr O'Neil

Seconded Cr Davis

That Council:

1. Enter into an agreement with the Yuleba Development Group for the use of the Yuleba RTC Building for a period of three (3) years.
2. Authorise the Chief Executive Officer, (or delegate) to execute the User Agreement.

CARRIED

8/0

Responsible Officer	Leases and Agreements Administration Officer
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At cessation of discussion and decision on the abovementioned item, Cr Seawright returned to the meeting at 12.26pm.

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. Wendy Taylor, Cr. Jane Vincent.

How each eligible councillors voted:

Each councillor voted in favour of the motion.

Cr Birkett, having previously declared a prescribed conflict of interest in the following item, left the meeting at 12.26pm.

Item Number: C.5 **File Number:** D25/49340

SUBJECT HEADING: MITCHELL RSL & COMBINED SPORTS CLUB INC - TRUSTEE LEASE

Location: Mitchell

Officer's Title: Leases and Agreements Administration Officer

Executive Summary:

Council received correspondence for the Mitchell RSL & Combined Sports Club Inc expressing interest in renewing their agreement with Council for use of the Mitchell RSL Complex, described as Lot 115 on DL335.

Resolution No. OM/05.2025/48

Moved Cr Davis

Seconded Cr Flynn

That Council:

1. Enter into a Trustee Lease with Mitchell RSL and Combined Sports Club Inc for a period of ten (10) years in respect to the land and sporting facilities located on land described as Lot 115 on DL335.
2. Authorise the Chief Executive Officer, (or delegate), to execute documentation in relation to this decision.

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 items, Cr Birkett returned to the meeting at 12.27pm.

LATE CONFIDENTIAL ITEMS

Item Number: LC.1 **File Number:** D25/49602

SUBJECT HEADING: TENDER FOR CONSTRUCTION WORKS | CARNARVON
HIGHWAY FOOTPATH UPGRADE PROJECT FOR
DEPARTMENT OF TRANSPORT AND MAIN ROADS

Officer's Title: Deputy Director / Strategic Road Management

Executive Summary:

Council was invited to submit a tender response for the construction of the Shared Concrete Pathway along the Carnarvon Highway in Roma on behalf of the Department of Transport and Main Roads (DTMR).

This report provided an update and overview of the project, outlining Council's involvement in the tender process and the steps required before submitting a formal tender response, and if approved, project delivery.

Resolution No. OM/05.2025/49	
Moved Cr O'Neil	Seconded Cr Flynn
That Council:	
<ol style="list-style-type: none">1. Authorises the Chief Executive Officer to enter into a contract with the Department of Transport and Main Roads (DTMR) for the delivery of the Shared Concrete Pathway project along the Carnarvon Highway in Roma.2. Subject to execution of the contract with DTMR, authorises the Chief Executive Officer to enter into a contract with Durack Civil Pty Ltd, for the value outlined in the report, as the preferred contractor to undertake the construction work associated with the project.	
CARRIED	9/0

Responsible Officer	Deputy Director / Strategic Road Management
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Item Number: LC.2 **File Number:** D25/49049

SUBJECT HEADING: TENDER 25036 - BULK HAULAGE AND WASTE MANAGEMENT SERVICES

Officer's Title: (Acting) Manager - Planning, Building & Development Services

Executive Summary:

This report summarised the process undertaken for Tender 25036 – Bulk Haulage and Waste Transfer Services.

The tender sought responses from suitably qualified and experienced operators, to collect and transfer waste from Council's regional waste facilities, to the Roma Waste & Resource Recovery Facility, Short Street, Roma QLD 4455. As well as to provide operational support at Roma Waste & Resource Recovery Facility.

The tender period opened on 21 March 2025 and closed on 14 April 2025 with Council receiving two (2) responses. Responses were reviewed by an evaluation panel and the report submitted for Council's consideration.

Resolution No. OM/05.2025/50**Moved Cr Vincent****Seconded Cr Brumpton****That Council:**

- 1. Select Outback Contracting Group QLD Pty Ltd as the preferred supplier for Tender 25036 – Bulk Haulage and Waste Transfer Services noting the submitted rates in this report.**
- 2. Authorise the Chief Executive Officer (or delegate) to enter final negotiations with Outback Contracting Group QLD Pty Ltd, for a contract value up to \$1,687,967 (exc. GST), and accept the contract if final terms are acceptable.**
- 3. Assign costs associated with the services to the Waste Management Operations Work Orders (WO11466 to WO11475) for the relevant facilities.**

CARRIED

9/0

Responsible Officer**(Acting) Manager - Planning, Building & Development Services****CLOSURE**

There being no further business, the Mayor thanked Council for their attendance and declared the meeting closed at 12.31pm.

These Minutes are to be confirmed at the next Ordinary Meeting of Council to be held on 12 June 2025, at Roma Administration Centre.