

NOTICE OF MEETING & AGENDA

Ordinary Meeting

Thursday 19 June 2025

Roma Administration Centre

NOTICE OF MEETING

Date: 12 June 2025

Mayor: Councillor W M Taylor

Deputy Mayor: Councillor C J O'Neil

Councillors: Councillor J R P Birkett
Councillor M K Brumpton
Councillor A K Davis
Councillor P J Flynn
Councillor J M Hancock
Councillor B R Seawright
Councillor J R Vincent

Chief Executive Officer: Robert Hayward

Executive Management: Brett Exelby – Director Corporate Services
Stephen Scott – Director Bendemere
Seamus Batstone – Director Engineering
Lee Jackson – Director Bungil
Jamie Gorry – Director Regional Development, Environment and Planning
Dean Ellwood – Director Roma
Mathew Gane – Director Warroo

Attached is the agenda for the **Ordinary Meeting** to be held at the Roma Administration Centre on **19 June, 2025 at 11:00 AM**.

A handwritten signature in black ink, appearing to read 'R Hayward'.

Robert Hayward
Chief Executive Officer

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Status Reports**Next General Meeting**

- To be held at the Roma Administration Centre on 10 July 2025.

Confidential Items

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

C Confidential Items

- C.1 Request For Fee Wavier - Planning Application 2025/21479 (Material Change of Use "Outdoor Sports & Recreation" (Swim School))**
Classification: Closed Access

Local Government Regulation 2012 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.

C.2 Great Australian Charity Cattle Drive - MOU

Classification: Closed Access

Local Government Regulation 2012 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.

C.3 Request for Assistance - Plumbing Works - L27 I7187

Classification: Closed Access

Local Government Regulation 2012 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.

Councillor Business

15 Councillor Business

Closure

MINUTES OF THE ORDINARY MEETING OF MARANOA REGIONAL COUNCIL HELD AT ROMA ADMINISTRATION CENTRE ON 12 JUNE 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 (by Microsoft Teams), Cr M K Brumpton, Cr A K Davis, Cr P J Flynn, Cr J M Hancock (by Microsoft Teams), 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 Engineering – Seamus Batstone, Director Regional Development, Environment and Planning – Jamie Gorry, Director Warroo – Mathew Gane, Deputy Director / Strategic Road Management – Cameron Hoffmann, Manager Regional Facilities Management – Leah Cooper, (Acting) Manager - Planning, Building & Development Services – Lucy Pulsford, Overseer Roma – Andrew Davidson, Lead Local Development Officer – Georgie Adams-Woodall, Project and Administration Officer – Tennielle Limpus, Events Attraction Officer – Georgia Nicholls, Planning Officer – Logan Connell.

WELCOME

The Mayor welcomed all present and declared the meeting open at 9.00am.

ON THE TABLE

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

- C.5 – Roma Country Music Festival – post-event report

CONFIRMATION OF MINUTES

Resolution No. OM/06.2025/01	
Moved Cr Brumpton	Seconded Cr Davis
That the minutes of the Ordinary Meeting held on 27 May 2025 be confirmed.	
CARRIED	9/0

CONSIDERATION OF NOTICES OF MOTION

Item Number: 8.1 **File Number:** D25/55951

SUBJECT HEADING: YULEBA COMMUNITY PROJECTS | WATER PLAY

Officer's Title: Deputy Director / Strategic Road Management
Project Officer - Contract Management Office

Original Resolution Meeting Date: 24 April 2025
Original Resolution Number: OM/04.2025/01
Original Resolution:

Moved Cr Seawright

Seconded Cr O'Neil

That Council:

1. Endorse the final design of the Yuleba Water Play, based on Option 1 with the following modifications:
 - o Removal of internal rocks within the original rock outline;
 - o Removal of "pebble treatment" and inclusion of a painted blue concrete surface and representation of local lagoon fauna as illustrated in Option 2;
 - o Relocation of the pump room to the rear of the project.
2. Approve the reallocation of surplus funds of \$300,000 from the Wallumbilla Multipurpose Building Construction project to the Yuleba Community Projects – Main Street.
3. Provide an update to the community on the project via pre-construction/commencement media release.

CARRIED

7/0

Resolution No. OM/06.2025/02

Moved Cr Vincent

Seconded Cr Seawright

That Council repeal Resolution Number OM/04.2025/02 and replace with:

That Council:

1. Endorse the final design of the Yuleba Water Play, based on Option 1 with the following modifications:
 - o Removal of internal rocks within the original rock outline;
 - o Removal of "pebble treatment" and inclusion of a painted blue concrete surface and representation of local lagoon flora and fauna;
 - o Relocation of the pump room to the rear of the project.
2. Approve the reallocation of surplus funds of \$300,000 from the Wallumbilla Multipurpose Building Construction project to the Yuleba Community Projects – Main Street.
3. Provide an update to the community on the project via pre-construction/commencement media release.

CARRIED

9/0

Responsible Officer	Deputy Director / Strategic Road Management
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BUSINESS

REPORTS - LOCAL AREA DIRECTORS

Item Number: 13.1 File Number: D25/50831

SUBJECT HEADING: SPONSORSHIP REQUEST - ROMA IGNITES EVENT

Officer's Title: Lead Local Development Officer

Executive Summary:

Council received a sponsorship request from Blaik Family Trust to support Roma Ignites, a new motorsport and drag racing event proposed for 27-29 June 2025 at the Ironbark Raceway, Roma. The event will feature drag racing and burnouts, a component currently not offered by the local club (South West Drag Racing Association) due to insurance limitations. The applicant sought \$5,000 in sponsorship from Council to contribute toward venue hire costs (\$6,600).

Moved Cr Flynn

Seconded Cr Vincent

That Council:

1. Provide sponsorship of \$2,500 towards the Roma Ignites event to be held from 27-29 June 2025 at Ironbark Raceway, Roma, with the funds to be paid directly to the South West Drag Racing Association to assist with venue hire costs.
2. Draw funds from GL 2887.2249.2001 – Sponsorship budget.

NO VOTE TAKEN

No vote was taken on the draft motion at that time, with Cr Davis proposing the following amendment, which Cr Flynn as the 'mover' confirmed he would not accept:

Resolution No. OM/06.2025/03

Moved Cr Davis

Seconded Cr O'Neil

That Council:

1. Provide sponsorship of \$2,000 towards the Roma Ignites event to be held from 27-29 June 2025 at Ironbark Raceway, Roma, with the funds to be paid directly to the South West Drag Racing Association to assist with venue hire costs.
2. Draw funds from GL 2887.2249.2001 – Sponsorship budget.

CARRIED

7/2

With the amendment approved, this then became then substantive motion, which was voted on and the outcome recorded as follows:

Resolution No. OM/06.2025/04	
Moved Cr Flynn	Seconded Cr Vincent
That Council:	
<ol style="list-style-type: none"> 1. Provide sponsorship of \$2,000 towards the Roma Ignites event to be held from 27-29 June 2025 at Ironbark Raceway, Roma, with the funds to be paid directly to the South West Drag Racing Association to assist with venue hire costs. 2. Draw funds from GL 2887.2249.2001 – Sponsorship budget. 	
CARRIED	7/2

Responsible Officer	Lead Local Development Officer
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COUNCIL ADJOURNED THE MEETING
 FOR A BRIEF RECESS AT 9.19am

SUBJECT HEADING: RESUMPTION OF STANDING ORDERS
 COUNCIL RESUMED THE MEETING AT 9.20am

Item Number: 13.2 **File Number:** D25/53251

SUBJECT HEADING: **ADOPTION OF SCULPTURES OUT BACK CONCEPT DESIGN**

Officer's Title: **Lead Local Development Officer**

Executive Summary:

In August 2023, Council allocated funds to develop a concept plan for the Sculptures Out Back exhibition area located on Lot Plan 210WV1624. Greenedge Design was engaged to develop the concept, which has since been reviewed by the Sculptures Out Back committee and Council.

Following consultation and a Council briefing in February, the committee has expressed support for the concept and a preference to retain the current sculpture display area.

This report sought to endorse the concept design to ensure Council officers work with the committee to identify external funding opportunities to support staged implementation of the design.

Resolution No. OM/06.2025/05	
Moved Cr O'Neil	Seconded Cr Vincent
That Council:	
<ol style="list-style-type: none"> 1. Give in principle support to the concept design for the Sculptures Out Back site on Lot Plan 210WV1624. 2. A further report be provided via a briefing to develop a priority project investment plan that will complement the concept plan. 3. Approve access to Lot Plan 210WV1624 to the Sculptures Out Back committee for the purpose of an art exhibition on the conditions that all Transport and Main Roads approvals are obtained where applicable. 	
CARRIED	9/0

Responsible Officer	Lead Local Development Officer
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Item Number: 13.3 **File Number:** D25/53639
SUBJECT HEADING: SURAT WATER ALLOCATION UPDATE # 5
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/05.2025/07.

Resolution No. OM/06.2025/06

Moved Cr Davis

Seconded Cr Hancock

That:

1. Council receive and note the report.
2. Officers continue to monitor water consumption levels on a regular basis and provide updates to the community.
3. Council officers provide an update on the Surat Water Summer Schedule at the ordinary meeting on 14 August, 2025.

CARRIED

9/0

Responsible Officer

Director - Warroo

Declaration of Interest

Item	13.4
Description	Wallumbilla Multipurpose Building Facility Name
Declaring Councillor	Brendan Seawright
Person with the interest Related party / close associate / other relationship	Myself
Particulars of Interest	I am the president of the Wallumbilla Town Improvement group who submitted suggested names for the Multipurpose Building and is also mentioned in the report.
Type of conflict	Prescribed conflict of interest
Action	Leave the room while the matter is discussed and voted on.

Cr Seawright left the meeting at 9.32am.

Item Number: 13.4 **File Number:** D25/51408
SUBJECT HEADING: WALLUMBILLA MULTIPURPOSE FACILITY NAME
Officer's Title: Local Area Director - Bendemere

Executive Summary:

Following Council's resolution to engage with the community on the naming of the new Wallumbilla Multipurpose Building, formal submissions were invited and received from three key community organisations – the Wallumbilla Town Improvement Group, Wallumbilla Heritage Association, and Calico Cottage and Craft Club Inc.

This report provided a summary of the feedback received, including results from a local engagement process, and sought Council's formal endorsement of a name for the new precinct. The report also outlines the proposed next steps, including updating signage and communications to reflect the endorsed name.

Resolution No. OM/06.2025/07

Moved Cr O'Neil

Seconded Cr Brumpton

That Council:

1. Notes the feedback received from community groups and considers the options and community input outlined in this report.
2. Undertake a community survey/vote by way of an addressed mail per household to Wallumbilla and surrounds residents with two (2) options-
 - a) The Wheat Shed
 - b) Wallumbilla Community Hub
3. Council consider these results to finalise the naming of this new community facility at the first ordinary meeting of Council in July 2025.

CARRIED

8/0

Responsible Officer

Local Area Director - Bendemere

At cessation of discussion and decision on the abovementioned item, Cr Seawright returned to the meeting at 9.43am.

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.

REGIONAL DEVELOPMENT

Item Number: 14.1 File Number: D25/52976

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 recommends supporting the QCWA Roma Branch application for their art workshop.

Resolution No. OM/06.2025/08

Moved Cr Brumpton

Seconded Cr Vincent

That Council endorse the RADF Committee's grant assessment recommendation in supporting the QCWA Roma Branch for \$728.00.

CARRIED

9/0

Responsible Officer

Regional Arts and Culture Officer

Declaration of Interest

Item	C.5
Description	Roma Country Music Festival – post event report
Declaring Councillor	Cr Peter Flynn
Person with the interest Related party / close associate / other relationship	Myself
Particulars of Interest	I am an executive member of the Easter in the Country Committee who run a festival with similar events and as such I could be seen to have my decision making influenced by that interest.
Type of conflict	Prescribed conflict of interest
Action	Leave the room while the matter is discussed and voted on.

CONFIDENTIAL ITEMS

Resolution No. OM/06.2025/09

Moved Cr Vincent

Seconded Cr Brumpton

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 [9.45am] to discuss confidential items that its Councillors consider is necessary to close the meeting.

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

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

Agenda Item	Matters to be discussed (Reasons to close the meeting under the <i>Local Government Regulation 2012</i>)	Overview
C.1 – Request for Fee Waiver – Planning Application 20586/2022 (Change Application – Material Change of use “Undefined use” (Blacksmith Workshop)	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.	The applicant requested a waiver of the planning application fees for a Change Application at 42 Tiffin Street, Roma, in relation to the Farmers Forge.
C.2 – Tender 25040 – Lease Lot 2 on SP212826 – Bassett Lane East Roma	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.	Council invited tenders to lease Lot 2 on SP212826, described as Bassett Lane East, Roma Qld 4455, for a period of two (2) years for grazing purposes. The tender evaluation report was tabled for Council’s consideration.
C.3 – Assignment of Leases – Major Mitchell Caravan Park	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.	<i>Cashellwest Pty Ltd as trustee for the Hilly Family Discretionary Trust</i> is in the process of selling the rights to operate the Major Mitchell Caravan Park. Council is the owner of Lot 41 on SP267081, Lots 42, 43, 44, 45, 48, 49 and 50 on Crown Plan M15114, being registered lease number 723315126. Council is the Trustee of the Reserve Land known as Lot 1 on SP265644, being registered trustee lease number 723315123. Council was asked to consider the transfer of leases.
C.4 – Terrarara Gravel Pit	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.	Council received a request for voluntary contributions for gravel removed from an endorsed pit under a sales permit. Given the complex nature, this has been presented for Council’s consideration.
C.5 – Roma Country Music festival – post event report	Section 254J(3)(g) Negotiations relating to a commercial matter involving the	In accordance with Council Resolution No. OM/05.2024/50 and the Memorandum of Understanding Agreement of the 2024, 2025, and 2026 Roma Country Music

	<p>local government for which a public discussion would be likely to prejudice the interests of the local government.</p>	<p>Festival (MOU), future events are subject to a post-event review before any budget allocation or in-kind assistance can be allocated.</p> <p>This matter came before Council to present a post-event evaluation report and to seek formal approval to allocate budget and in-kind sponsorship to the 2025 event.</p> <p>At its meeting on 10 April 2025, Council resolved to lay this item on the table to a future meeting to receive information regarding Council's in-kind support. (Resolution No. OM/04.2025/24). This additional information has now been provided by officers, and the report is being re-presented to Council for consideration.</p>
CARRIED		9/0

Resolution No. OM/06.2025/10	
Moved Cr O'Neil	Seconded Cr Vincent
That Council open the meeting to the public [at 9.51am].	
CARRIED	
9/0	

Declaration of Interest

Item	C.3
Description	Assignment of Leases - Major Mitchell Caravan Park
Declaring Councillor	Cr Wendy Taylor
Person with the interest Related party / close associate / other relationship	Myself
Particulars of Interest	I am the treasurer of the Roma Clay Target Club and we have a caravan park.
Type of conflict	Declarable conflict of interest
Action	Leave the room while the matter is discussed and voted on.

Resolution No. OM/06.2025/11	
Moved Cr O'Neil	Seconded Cr Flynn
That Council close the meeting to the public at [9.54am].	
CARRIED	
9/0	

Mayor Taylor, having previously declared a declarable conflict of interest in Item C.3, left the meeting at 9.54am, prior to discussion on the matter.

The Deputy Mayor took the role of 'Acting Chair' in the Mayor's absence.

At cessation of discussion on the abovementioned item, Mayor Taylor returned to the meeting and assumed the Chair at 10.05am.

Cr Flynn, having previously declared a prescribed interest in Item C.5, left the meeting at 10.06am prior to discussion on the matter.

At cessation of discussion on the abovementioned item, Cr Flynn returned to the meeting at 10.08am.

Resolution No. OM/06.2025/12	
Moved Cr O'Neil	Seconded Cr Seawright
That Council open the meeting to the public at 10.08am.	
CARRIED	9/0

Item Number: C.1 **File Number:** D25/42486

SUBJECT HEADING: REQUEST FOR FEE WAIVER - PLANNING APPLICATION 20586/2022 (CHANGE APPLICATION - MATERIAL CHANGE OF USE "UNDEFINED USE" (BLACKSMITH WORKSHOP)

Officer's Title: Planning Officer

Executive Summary:

The applicant requested a waiver of the planning application fees for a Change Application at 42 Tiffin Street, Roma, in relation to the Farmers Forge.

Resolution No. OM/06.2025/13	
Moved Cr Brumpton	Seconded Cr Davis
That Council:	
<ol style="list-style-type: none"> 1. Refuse to grant a waiver of the application fee of \$5,310.00 for the submitted change application for an existing Development Permit located at 42 Tiffin Street, Roma (Reference: 2022/20586) and instead: 2. Apply the fee category for Shop/Service Industry, \$2,655.00 (Impact assessable and requiring external building work) to the Other Change Application. 	
CARRIED	9/0

Responsible Officer	Planning Officer
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Item Number: C.2 **File Number:** D25/51901
SUBJECT HEADING: TENDER 25040 - LEASE LOT 2 ON SP212826 - BASSETT LANE EAST ROMA
Officer's Title: Leases and Agreements Administration Officer

Executive Summary:

Council invited tenders to lease Lot 2 on SP212826, described as Bassett Lane East, Roma Qld 4455, for a period of two (2) years for grazing purposes.

The tender evaluation report was tabled for Council's consideration.

Resolution No. OM/06.2025/14

Moved Cr Davis

Seconded Cr Brumpton

That Council:

1. **Accept the tender submitted by PD Green and TA Matthews as the recommended Tenderer for Tender 25040 – Lease over Lot 2 on SP212826, Bassett Lane East, Roma.**
2. **Delegate authority to the Chief Executive Officer, (or delegate), to enter 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

Mayor Taylor, having previously declared a declarable conflict of interest in the following item, left the meeting at 10.00am. The Deputy Mayor took the role of 'Acting Chair' in the Mayor's absence.

Item Number: C.3 **File Number:** D25/52900
SUBJECT HEADING: ASSIGNMENT OF LEASES - MAJOR MITCHELL CARAVAN PARK
Officer's Title: Manager - Regional Facilities Management

Executive Summary:

Cashellwest Pty Ltd as trustee for the Hilly Family Discretionary Trust is in the process of selling the rights to operate the Major Mitchell Caravan Park.

Council is the owner of Lot 41 on SP267081, Lots 42, 43, 44, 45, 48, 49 and 50 on Crown Plan M15114, being registered lease number 723315126.

Council is the Trustee of the Reserve Land known as Lot 1 on SP265644, being registered trustee lease number 723315123.

Council was asked to consider the transfer of leases.

Resolution No. OM/06.2025/15

Moved Cr Birkett

Seconded Cr Seawright

That Council:

1. Approve the transfer of registered Lease 723315126 being the Major Mitchell Caravan Park to Jedson Pty Ltd, subject to the terms in the Deed of Consent to Transfer of Lease.
2. Approve the transfer of registered Trustee Lease 723315123 over Lot 1 on SP265644 to Jedson Pty Ltd, subject to the terms of the Deed of Consent to Transfer of Lease.
3. Authorise the lessee to facilitate pet friendly accommodation for small animals (cats, dogs and birds) associated with paying patrons.
4. Authorise the leaseholder to keep small animals (cats, dogs and birds) at the premises.
5. Authorise the Chief Executive Officer (or delegate) to execute the Deed of Consent to Transfer of Leases and any associated documentation required to affect the transfer.

CARRIED

8/0

Responsible Officer

Manager - Regional Facilities Management

At cessation of discussion and decision on the abovementioned item, Mayor Taylor returned to the meeting at 10.14am assuming the Chair.

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. Jane Vincent.

How each eligible councillors voted:

Each councillor voted in favour of the motion.

Item Number:

C.4

File Number: D25/52550

SUBJECT HEADING:

TERRARARA GRAVEL PIT

Location:

Terrarara (Lot 8 on BDR40)

Officer's Title:

Director - Engineering

Executive Summary:

Council received a request for voluntary contributions for gravel removed from an endorsed pit under a sales permit.

Given the complex nature, this has been presented for Council's consideration.

Resolution No. OM/06.2025/16

Moved Cr Davis

Seconded Cr Brumpton

That Council:

1. Authorise the Chief Executive Officer, or their delegate to enter into a conduct and compensation agreement over operations at Terrarara Pit for a period of three years, with an option of an additional three years.
2. Utilise a sliding compensation model, where the amount payable is relevant to the amount of material removed per annum;
 - ☐ Up to 100,000 tonnes = \$0.20
 - ☐ 100,001 – 200,000 tonnes = \$0.30
 - ☐ 200,001 – 300,000 tonnes = \$0.40
 - ☐ 300,001 – 400,000 tonnes = \$0.50
3. Retrospectively pay any outstanding fees to the landholder, calculated at a rate of \$0.50/m3 removed from site.
4. That Council delegate authority to the Chief Executive Officer to negotiate and authorise on behalf of Maranoa Regional Council:
 - ☐ Quarry Site Development and Management Plans as per the Forestry Act 1959;
 - ☐ Landholder Memorandum of Agreements for access to and use of an extractive site on a landholder's property; and Gravel Pit Access Agreements.

CARRIED

9/0

Responsible Officer

Director - Engineering

Cr Flynn, having previously declared a prescribed conflict of interest in the following item, left the meeting at 10.17am.

Item Number:

C.5

File Number: D25/55928

SUBJECT HEADING:

ROMA COUNTRY MUSIC FESTIVAL - POST-EVENT REPORT

Officer's Title:

Events Attraction Officer

Executive Summary:

In accordance with Council Resolution No. OM/05.2024/50 and the Memorandum of Understanding Agreement of the 2024, 2025, and 2026 Roma Country Music Festival (MOU), future events are subject to a post-event review before any budget allocation or in-kind assistance can be allocated.

This matter came before Council to present a post-event evaluation report and to seek formal approval to allocate budget and in-kind sponsorship to the 2025 event.

At its meeting on 10 April 2025, Council resolved to lay this item on the table to a future meeting to receive information regarding Council's in-kind support. (Resolution No. OM/04.2025/24). This additional information has now been provided by officers, and the report is being re-presented to Council for consideration.

Resolution No. OM/06.2025/17

Moved Cr Hancock

Seconded Cr Vincent

That Council:

1. Allocate \$12,000 from the 2025/26 Regional Community Grants Operations - Sponsorship - Materials & Services Budget (GL 02887.2249.2001) for event hosting fees and service fees for the 2025 Roma Country Music Festival.
2. Provide in-kind support to the 2025 Roma Country Music Festival as per the conditions outlined in the Agreement of the 2024, 2025 and 2026 Roma Country Music Festival (MOU).
3. Endorse the Roma Country Music Festival to be held in November 2025.

CARRIED

8/0

Responsible Officer

Events Attraction Officer

At cessation of discussion and decision on the abovementioned item, Cr Flynn returned to the meeting at 10.20am.

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.

CLOSURE

There being no further business, the Mayor thanked Council for their attendance and declared the meeting closed at 10.21am.

These Minutes are to be confirmed at the next Ordinary Meeting of Council to be held on 19 June 2025, at Roma Administration Centre.

NOTICE OF REPEAL OR AMENDMENT OF RESOLUTION

Meeting: Ordinary 19 June 2025

Date: 12 June 2025

Item Number: 8.1

File Number: D25/58697

SUBJECT HEADING: Yuleba Community Projects | Water Play

Classification: Open Access

Officer's Title: Deputy Director / Strategic Road Management

Original Resolution Meeting Date: 24 April 2025

Original Resolution Number: OM/04.2025/01 44

Original Resolution:

Moved Cr Seawright

Seconded Cr O'Neil

That Council:

1. Endorse the final design of the Yuleba Water Play, based on Option 1 with the following modifications:
 - Removal of internal rocks within the original rock outline;
 - Removal of “pebble treatment” and inclusion of a painted blue concrete surface and representation of local lagoon fauna as illustrated in Option 2;
 - Relocation of the pump room to the rear of the project.
2. Approve the reallocation of surplus funds of \$300,000 from the Wallumbilla Multipurpose Building Construction project to the Yuleba Community Projects – Main Street.
3. Provide an update to the community on the project via pre-construction/commencement media release.

CARRIED

7/0

Recommendation:

That Council repeal Resolution Number OM/04.2025/02 44 and replace with:

That Council:

1. Endorse the final design of the Yuleba Water Play, based on Option 1 with the following modifications:
 - Removal of internal rocks within the original rock outline;
 - Removal of “pebble treatment” and inclusion of a painted blue concrete surface and representation of local lagoon flora and fauna;
 - Relocation of the pump room to the rear of the project.

2. Approve the reallocation of surplus funds of \$300,000 from the Wallumbilla Multipurpose Building Construction project to the Yuleba Community Projects – Main Street.
 3. Provide an update to the community on the project via pre-construction/commencement media release.
-

Background:

At the Ordinary Meeting held on 12 June 2025, Council resolved to Repeal Resolution No. OM/04.2025/02 and replace with-

That Council repeal Resolution Number OM/04.2025/02 and replace with:

That Council:

1. Endorse the final design of the Yuleba Water Play, based on Option 1 with the following modifications:
 - Removal of internal rocks within the original rock outline;
 - Removal of “pebble treatment” and inclusion of a painted blue concrete surface and representation of **local lagoon flora and fauna**;
 - Relocation of the pump room to the rear of the project.
2. Approve the reallocation of surplus funds of \$300,000 from the Wallumbilla Multipurpose Building Construction project to the Yuleba Community Projects – Main Street.
3. Provide an update to the community on the project via pre-construction/commencement media release.

It has been identified that the number of the referring resolution number specified was incorrect. The resolution number referred to for the repeal was OM/04.2025/02, however, should reference OM/04/2025/44. This was a typographical error.

The notice seeks to correct the resolution number referenced for the repeal.

Supporting Documentation:

Nil.

Notice prepared by:

Deputy Director / Strategic Road Management

OFFICER REPORT

Meeting: Ordinary 19 June 2025

Date: 6 June 2025

Item Number: 11.1

File Number: D25/56931

SUBJECT HEADING: Audit and Risk Committee Terms of Reference

Classification: Open Access

Officer's Title: Director - Corporate Services

Executive Summary:

The Audit Committee Terms of Reference (ToR) were last adopted by Council on 24 May 2024. Following an internal review and governance feedback process conducted by the Local Government Managers Australia (LGMA), the Terms of Reference have been updated to reflect best practice in financial oversight, risk management, and audit governance.

The updated Terms of Reference rename the body as the Audit and Risk Committee, and more clearly articulate its authority, responsibilities, membership structure, and meeting procedures, ensuring alignment with relevant provisions of the Local Government Act 2009, Local Government Regulation 2012, and best practice guidelines from the Queensland Audit Office and Queensland Treasury Corporation.

Officer's Recommendation:

That Council adopt the updated Terms of Reference for the Audit and Risk Committee.

Context (*Why is the matter coming before Council?*):

The updated Audit Committee Terms of Reference (ToR) were adopted at the Ordinary Meeting of Council held on 24 May 2024. The ToR were updated in line with the guidelines set by the *Local Government Act 2009* and the *Local Government Regulation 2012*, and incorporated elements of the guidelines developed by Queensland Treasury Corporation for Audit Committees which apply to departments and statutory bodies within the Queensland public sector (not Local Government).

Background (*Including any previous Council decisions*):

The Audit Committee's ToR serve as a crucial governance tool, guiding the committee's functions and ensuring adherence to good governance practices. Periodic reviews of the ToR (at least annually) are recommended to keep it current with legislative changes and to ensure ongoing relevance.

The ToR can be modified by way of Council resolution, when necessary. It is recommended that Council update the ToR to align with best practice and guidelines

provided by authoritative bodies, such as Queensland Audit Office, and the Department of Local Government, Water and Volunteers.

In early March 2025, a review of the Terms of Reference was conducted as part of a governance review being undertaken. This input and an internal review of the Terms of Reference have resulted in proposed changes to the Terms of Reference. These Terms of Reference have been reviewed by the Audit Committee and at the Audit Committee meeting held 24 March 2025, the Audit Committee has recommended the updated Terms of Reference for adoption by Council.

While the entire document has been reviewed and changes made throughout to make it more contemporary, the more significant changes to the Terms of Reference policy include the following:

- Change of name for the Audit Committee to the Audit and Risk Committee;
- Establishment of the Audit and Risk Committee as an ongoing committee of Council;
- Define the term limits for Audit and Risk Committee members;
- Clarify the responsibilities of the committee; and
- Set out the authority of the committee.

Options Considered:

- Maintain the existing (2024) Audit Committee ToR – Not recommended, as the current document does not reflect best practice or provide sufficient clarity on risk responsibilities.
- Adopt the updated Audit and Risk Committee ToR – Recommended, as it incorporates governance enhancements and aligns with state and national guidance.

Recommendation:

That Council adopt the Terms of Reference for the Audit and Risk Committee.

Risks:

Risk	Description of likelihood & consequences
Governance ambiguity or oversight gaps if outdated ToR are retained	Moderate / Potential reputational and compliance risks
Reduced audit committee effectiveness without risk responsibilities formally defined	Moderate / May weaken oversight of operational and strategic risks

Policy and Legislative Compliance:

- Local Government Act 2009
- Local Government Regulation 2012 (Sections 211, 212, and 272)
- Queensland Treasury Corporation Audit Committee Guidelines

Budget / Funding (*Current and future*):

Remuneration for independent members is allocated within the existing Governance operational budget. No additional funding is required.

Timelines / Deadlines:

The updated Terms of Reference are intended to take effect immediately upon Council resolution, to guide Audit and Risk Committee activities for the 2025–26 financial year.

Consultation (*Internal / External*):

- Chief Executive Officer
- Audit Committee (24 March 2025)
- LGMA (via governance review findings)

Strategic Asset Management Implications:

(If applicable, outline changes to whole of life costs and / or level of service)

None directly applicable. However, effective risk and audit oversight contributes to better management of Council's strategic assets over time.

Acronyms:

Acronym	Description
ToR	Terms of Reference
LGMA	Local Government Managers Australia
QAO	Queensland Audit Office

Link to Corporate Plan:

Corporate Plan 2023-2028

Corporate Plan Pillar 4: Accountability

4.5 Good governance framework

Supporting Documentation:

1 [↓](#) Audit and Risk Committee Terms of Reference Policy P25/10

Report authorised by:

Chief Executive Officer

COUNCIL POLICY



Document Control	
Policy Title	Audit and Risk Committee Terms of Reference
Policy Number	P25/10
Function	Corporate Services
Responsible Position	Director Corporate Services
Supersedes	Audit Committee Terms of Reference (2024)
Review Date	March 2027

Version	Date Endorsed at ELT Briefing	Council Meeting Date (Date of Adoption / Review)	Resolution Number
1	[Date]	[Date]	[Resolution Number]

1. Purpose

The Audit and Risk Committee (the "Committee") is established as an advisory committee of Maranoa Regional Council ("Council") in accordance with the Local Government Act 2009 and Local Government Regulation 2012 to provide independent assurance, oversight, and strategic advice on:

- The integrity of Council's financial reporting processes.
- The effectiveness of Council's internal control systems.
- The effectiveness of risk management frameworks.
- Compliance with relevant laws and regulations.
- The performance of internal and external audit functions.
- Fraud and corruption prevention strategies.
- Oversight of Council's operational and strategic performance, ensuring that risks to effective service delivery and governance are identified and mitigated.

The Committee operates independently of management and does not diminish Council's statutory responsibilities under legislation.

2. Authority

The Committee is authorised by Council to:

- Seek any information it requires from Council officers.
- Obtain external independent professional advice where necessary.
- Request the attendance of any officer or external auditor to Committee meetings.

COUNCIL POLICY



The Committee has no executive powers or delegated authority to implement actions over which management has responsibility.

3. Membership and Composition

The Committee shall consist of up to six (6) members, including:

- Two (2) Councillors, appointed by Council resolution.
- Up to four (4) independent external members, one of whom shall be appointed as Chairperson.

3.1. External member expertise

External members must possess qualifications or substantial expertise at least one of the following areas:

- Financial management, accounting, or auditing.
- Risk management and internal controls.
- Governance and public sector administration.
- Strategic planning and performance evaluation.

3.2. Terms of Appointment

- Councillor members shall serve for the term of the elected Council unless otherwise determined by resolution.
- Independent external members shall be appointed for a term of up to three (3) years, with eligibility for reappointment up to a maximum of six (6) years.
- To ensure continuity of expertise and avoid a complete turnover of membership at any one time, the terms of independent external members should be staggered wherever possible.
- Members may be removed by Council resolution if they fail to meet their obligations.

3.3. Remuneration

Independent external members shall receive remuneration as determined by Council.

4. Responsibilities

The Committee is responsible for advising and reporting to Council on:

4.1. Financial Reporting

- Review the draft annual financial statements before final submission to the Queensland Audit Office.

COUNCIL POLICY



- Monitor significant accounting and reporting developments affecting Council.
- Ensure financial reporting processes comply with relevant legislation and standards.

4.2. Internal Control and Risk Management

- Evaluate the effectiveness of internal control policies, processes, and frameworks.
- Review Council's risk management framework, including key risk registers.
- Assess disaster recovery and business continuity planning.
- Monitor risks associated with Council's strategic objectives, operations, and service delivery.

4.3. Internal Audit

- Review and approve the annual internal audit plan.
- Monitor progress against the internal audit plan, including follow-up actions.
- Ensure independence and effectiveness of the internal audit function.

4.4. External Audit

- Engage with the external auditor (Queensland Audit Office or appointed service provider).
- Review external audit reports and monitor management's response to recommendations.
- Provide input on the external audit plan and scope.

4.5. Compliance and Ethics

- Monitor compliance with the *Local Government Act 2009*, *Local Government Regulation 2012*, and other applicable laws.
- Monitor Council's fraud and corruption prevention framework.
- Oversee legislative and regulatory reporting requirements.

4.6. Council Performance and Strategic Oversight

- Review Council's strategic and operational performance to ensure risks to service delivery and governance are managed effectively.
- Monitor key performance indicators (KPIs) relevant to Council's financial, operational, and service delivery objectives.
- Assess the effectiveness of Council's project management frameworks, major initiatives, and key operational risks.

COUNCIL POLICY



5. Meeting Procedures

- The Committee shall meet at least two (2) times per financial year.
- Additional meetings may be convened at the request of the Chairperson or Council.
- A quorum shall be at least half of the members, including at least one independent external member.
- The agenda and supporting papers shall be circulated at least five (5) business days before meetings.
- The Committee may hold in-camera sessions without Council officers in attendance.
- Decisions shall be made by a majority vote, with the Chairperson holding a casting vote in the case of a tie.

6. Role of the Chairperson

The Chairperson shall be responsible for:

- Providing leadership and direction to the Committee.
- Ensuring effective communication between the Committee, Council, and management.
- Overseeing the preparation and approval of meeting agendas.
- Facilitating open and constructive discussions during meetings.
- Presenting the Committee's reports and recommendations to Council.

7. Duties of Committee Members

Members shall:

- Act in the best interests of Council and the community.
- Maintain confidentiality of Committee discussions and documentation.
- Exercise due diligence and professional judgment in discharging their responsibilities.
- Disclose any conflicts of interest at the commencement of meetings.
- Participate in training and development opportunities relevant to their role.

COUNCIL POLICY



8. Administration and Support

- The Chief Executive Officer (or delegate) shall provide administrative resources to support the Committee.
- Council officers shall assist in agenda preparation, meeting logistics, and distribution of documentation.
- Meeting minutes shall be prepared and circulated to members within ten (10) business days following each meeting.

9. Reporting and Accountability

- The Committee shall provide written reports to Council following each meeting.
- An annual report summarising activities, key findings, and recommendations shall be presented to Council.
- The Committee shall review its own performance annually, including self-assessment and feedback.

10. Confidentiality and Conflicts of Interest

- Members must declare any conflicts of interest at the commencement of each meeting.
- All discussions and documents shall be treated as confidential unless otherwise directed by Council.
- Members shall comply with Council's Code of Conduct and all relevant ethical standards.

11. Related Policies and Legislation

Section 211 of the Local Government Regulation 2012

Section 212 of the Local Government Regulation 2012

Section 272(7) of the Local Government Regulation 2012

Confidentiality Procedure – Template adopted by Maranoa Regional Council – 22 April 2020 (OM/04.2020/06) applies to committee meetings.

OFFICER REPORT

Meeting: Ordinary 19 June 2025

Date: 10 June 2025

Item Number: 11.2

File Number: D25/57704

SUBJECT HEADING: Monthly Financial Report as at 31 May 2025

Classification: Open Access

Officer's Title: Management Accountant

Purpose:

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 31 May 2025.

Executive Summary:

Operating Result

The Year to Date (YTD) actual result at the end of May 2025 was a deficit of \$8.924 million, against a YTD budgeted result for that same period of a surplus of \$1.948 million. The unfavourable variance of \$10.872 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 \$13.148M
- Grants & Subsidies: Flood Event 13 budgeted but not received (\$7.9M)

Year End Forecast

The current (adjusted) budget result for 30 June 2025 is a deficit of \$5.3 million, approximately \$2.0 million better than expected in the original budget for the year. The following are estimates of changes likely to occur by year end that will impact on the final result:

- 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 now forecast to be a deficit of \$5.5 million.

Officer's Recommendation:

That Council note the Monthly Financial Report for the period ended 31 May 2025.

Individuals or Organisations to which the report applies:

Maranoa Regional Council

Acronyms:

Acronym	Description
EOFY	End of Financial Year
FAGs	Financial Assistance Grants
FY	Financial Year
HVSPP	Australian Government Heavy Vehicle Safety & Productivity Program
LRCI	Australian Government Local Roads & Community Infrastructure
M&S	Materials and Services
QRA	Queensland Reconstruction Authority
R2R	Australian Government Roads to Recovery Funding
RBA	Reserve Bank of Australia
RFQ	Request for Quote
RMPC	Road Maintenance Performance Contract
TMR	Transport and Main Roads
WIP	(Capital) Works in Progress
YTD	Year To Date

Context:

To present the monthly financial report for the period ended 31 May 2025, in accordance with section 204 of the *Local Government Regulation 2012*.

Background:

This report presents the consolidated statement of income and expenditure for operating and capital budgets versus actuals for the period ended 31 May 2025.

Maranoa Regional Council

Ordinary Meeting - 19 June 2025

1. Operating Budget: Income and Expenditure

Statement of Income and Expenditure 31 May 2025						
Council Consolidated Operating	May-24 YTD Act \$'000	24-25 Annual Curr Bud \$'000	May-25 YTD Bud \$'000	May-25 YTD Act \$'000	YTD Act vs YTD Bud (Target 100%)	Comments
Operating revenue						
Net rates, levies and charges	45,658	48,884	49,325	50,098	102%	
Fees and charges	3,819	4,234	3,813	3,825	100%	
Rental income	592	670	614	611	100%	
Interest received	5,623	5,932	5,374	5,006	93%	
Recoverable works and sales revenue	18,382	20,905	18,961	18,231	96%	<ul style="list-style-type: none"> Overall on track: RMPC works (79% of forecast) Airport revenue (94% forecast). Roma Saleyards (117% of forecast). Quarry revenue (105% of forecast)
Other income	6,891	4,310	3,833	5,046	132%	Quarry Pits internal revenue and Quarry Cartage revenue higher than budgeted
Grants, subsidies, contributions	38,972	12,319	10,827	16,997	157%	<ul style="list-style-type: none"> Event 15 and 16 Flood Damage restoration program works delivered higher than original budget therefore QRA revenue higher than original budget
Financial Assistance Grants (FAGS)	775	16,099	15,481	15,481	100%	<ul style="list-style-type: none"> 85% of the Financial Assistance Grant FY2024 received in July
Total operating revenue	120,712	113,353	108,228	115,295	107%	
Operating expenses						
Employee benefits (includes Councillor remuneration)	30,085	32,885	28,691	31,733	111%	Flood Event 13/15/16 actuals of \$2.97M not budgeted. Plus, Budget was based on 4% increase on last year actuals. Some vacancies in last year have been filled in FY24/25.
Materials and services	84,992	59,792	54,725	68,752	126%	Refer commentary below
Finance costs	548	1,649	593	487	82%	Below target as rehabilitation provisions are calculated/recognised June 2025 following EOFY process (budget phasing issue)
Depreciation	20,898	24,295	22,271	23,247	104%	
Total operating expenses	136,523	118,621	106,280	124,219	117%	
Operating result						
Operating revenue	120,712	113,353	108,228	115,295	107%	
Operating expenses	136,523	118,621	106,280	124,219	117%	
Operating result total	(15,811)	(5,268)	1,948	(8,924)	-121%	Net operating surplus/(deficit)

1.1. Operating revenue:

Operating revenue of \$115.295 million has been recognised to the end of May 2025 which is 107% of the May YTD Current Budget.

1.2. Operating expenses:

Operating expenses of \$124.219 million is currently 117% of May YTD current budget.

Materials and services

The current year budget includes \$8.9 million for materials and services on flood restoration works with expenditure at 31 May 2025 of \$20.0 million (215%).

1.3. QRA Flood Emergency Works and Restoration Works**Event 13 Flood Restoration**

Completed 30 September 2024. Acquittal of this event is still in progress – the process is currently with QRA for review and clarification of documentation. Estimated additional revenue to be received by June 2025 is \$10.7 million.

Event 15 and 16 Flood Restoration

Current approved submissions for Event 15 and 16:

Event 15	\$59.107 million
Event 16	\$ 5.676 million
Total approved:	\$64.783 million

Submissions currently under assessment by QRA for Event 15 and 16 total \$11.277 million.

Pending all approvals of Event 15 & 16, a full review of the flood restoration programs will be completed for planned delivery and amendments of budgets as applicable. The current estimated value for the Event 15 and 16 flood restoration program is \$76.060 million. *(i.e. current approved + under assessment)*.

Below is the current expenditure and revenue for flood restoration in 2024/25. Expenditure includes Event 13 works carried over from 2023/24 which has not been included in current budget pending final acquittal.

Note: For Event 13, QRA hold 10% of the final estimated cost until final acquittal process has been completed – the remaining revenue is expected by June 2025.

Maranoa Regional Council
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Flood Recovery	Current Budget	May YTD Actuals
Operating revenue		
Grants, subsidies, contributions *	8,500,000	13,811,750
Total operating revenue	8,500,000	13,811,750
Operating expenses		
Employee costs	234,249	3,282,311
Materials and services	6,867,310	22,277,934
Internal plant hire	-	1,636,050
Total operating expenses	7,101,559	27,196,295
Operating result	1,398,441	(13,384,545)

*Event 15 & 16 – an advance on approved flood damage submissions has been received with \$9.3 million currently in contract liabilities. As the works are completed, the revenue will be recognised in the grants, subsidies, contributions funding.

Event 13 – acquittal currently in progress – final estimated revenue to be received by June 2025 is approximately \$10.7 million note: this includes \$910k for betterment (capital).

1.4. Business unit commentary

Airports – Is at 94% of YTD revenue budget and is expected to meet/exceed the budget. Air BP Leases are now finalised and an increase in other revenue (lease payments) are expected prior to the end of financial year.

Saleyards – Is at 117% of YTD revenue budget and is currently on track with firm throughput numbers continuing to May. The Roma Saleyards experienced a strong start to the season with numbers above expected averages. Shutdown maintenance program has been completed.

Water, Sewerage, Gas

Note that employees work across various functions (Water, Sewerage, Gas) and therefore depending on required maintenance through the year, the current budget may not reflect what is actually occurring e.g. plumbers may be required to undertake more water main repairs/maintenance than sewer mains and manholes due to a higher number of water main breaks. There is no overall overspend or underspend in the employee costs against budgets for this overall area.

Water - Current year to date revenue of \$7.324 million is 104% of YTD current budget, higher than budget due to an increase in water standpipe sales.

Year to date operating expenses are \$6.928 million compared to year to date budget forecast of \$6.683 million - variance of \$245k mainly due to the various Materials & Services repairs and maintenance on Water sites and reticulation incurred for the period.

Sewerage - Overall current year to date revenue of \$3.347million is 101% of YTD current budget.

Current year to date expenditure is \$2.496 million compared to year-to-date budget forecast of \$2.411 million (104% of YTD budget) – variance of \$85K mainly due to

various Materials & Services repairs and maintenance on Sewer sites and reticulation incurred for the period.

Gas --Current YTD revenue of \$1.013 million as of May is 90% against YTD budget of \$1.132 million.

YTD actual operating expenses is \$0.862 million compared to YTD budget of \$0.754 million, a variance of \$0.108M mainly due to increase in employee costs and materials and services incurred for the period on Gas Sites and Reticulation.

Quarry – Is at 105% of YTD total revenue of \$8.913 million against YTD budget of \$8.478 million and is currently on track. YTD operating expenses of \$8.417 million is at 112% of YTD budget due to increase in material and service costs due to higher flood works carried out. Works are expected to increase over the remainder of the year, as such we are in the process of engaging a Contractor to assist with supply, and these costs will be spread out over the coming months.

1.5. Community Grants Programs for 2024/25:

Current approved budget: \$100,000

Total expenditure + committed: \$68,103

Balance remaining at 31 May 2025: \$31,897

Funds distributed: \$45,553

Roma Bowls Club Men's Open Fours Bowls Carnival \$1,000

Blue Edge Program - Qld Blue Light Association \$1,000

Maranoa Diggers Race Club Race Day \$500

Roma Country Music Festival \$12,000

Hodgson Soldiers Memorial Hall \$500

QCWA Branch Amby \$3,553

Saloon Car Club Roma \$5,000

Wallumbilla A & P \$2,000

Sculptures Out Back \$20,000

Funds committed: \$22,550

Outback Queensland Masters Golf Event Mitchell \$22,000

Roma Rugby Union Football Club \$550

2. Capital Budget:

Council Consolidated	2024-25 Annual Current Budget \$'000	Apr-2025 YTD Actual \$'000	Annual % of budget	Comments
Contributions – capital	5,555	2,322	42%	External contributions from Energy Sector – as works are completed, revenue will be allocated
Developer contributions/infrastructure charges	-	17	-%	
Government grants and subsidies	29,310	11,880	41%	Refer below schedule for details of grant fundings and payments received to date
Total capital revenue	34,865	14,219	41%	
Projects – capital	71,575	35,716	50%	Refer commentary below
Loan repayments	1,118	838	75%	
Total capital expenditure	72,693	36,554	50%	

2.1. Capital revenue:

Capital revenue received/invoiced so far is \$14.219 million to 31 May 2025. As externally funded projects are commenced/completed, external funding will be received however reimbursement will only occur on invoices received even if projects are in progress.

2.2. Capital expenditure:

Council's investment in community infrastructure capital works year to date is \$35.716 million before loan repayments. This is a conversion rate of only 50% of the capital budget program.

Major projects: Roma Pool Upgrade, Vehicle Rest Areas (near Colts Oval) and 24/25 Reseal Program have commenced.

Maranoa Regional Council

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Capital works grant schedule for information:

Capital Works Grants	2024-25 grant budget \$	2024-25 grant received project \$	
Minor Infrastructure and Inclusive Facilities Fund	84,909	42,455	
Surat Golf Club - unisex toilet installation	84,909	42,455	Request for quotes in progress
Works for Queensland	387,693	230,193	
Repurpose the existing Oil Patch Museum at the Big Rig Roma - Peter Keegan Museum	230,193	230,193	Project completed
Construction of Housing Solutions in Roma for the Maranoa	157,500	0	Scope/design currently in progress (Advance received with funding to be allocated to project as works progress)
Building our Regions	90,383	43,178	
Install level monitors in Roma bores	40,503	0	In progress. Final funding to be received on completion/acquittal
Line Imhoff tanks Roma	49,880	43,178	Completed under budget
Qld Flooding Category C Flexible Funding Grants	18,000	0	
Gauging Station & Flood Warning Sign - Bungil Creek 3 - Bungil Street	9,000	0	In progress – sign has been constructed - awaiting footing design and installation. Funding to be received on acquittal
Gauging Station & Flood Warning Sign - Bungil Creek 4 - East Miscamble Street	9,000	0	In progress. sign has been constructed - awaiting footing design and installation Funding to be received on acquittal
TIDS	1,706,000	246,170	
Strategic Roads RRUP - Bitumen Extension Yuleba - Surat Road	13,977	13,978	Design completed. Tender documentation in progress. Planned construction commence will be 2025/26. No further funding to be allocated from TIDS. This project is also funded from RRUPP
Strategic Roads RRUP - Bitumen Extension Redford Road	1,392,023	189,756	Design completed and Tender awarded and construction commenced March 2025. This project is also funded from RRUPP
Yuleba Surat Road (b) Gravel Resheet Ch 37.74 to 44.140 and 46.6 to 50.2kms	300,000	42,436	
Local Government Cycle Network	308,739	7,057	
Miscamble and Queen Street Roma – intersection upgrade	275,739	0	Preconstruction activities currently in progress.
Miscamble Street, Carnarvon Highway to Arthur Street Roma detailed design	33,000	7,057	Design in progress
Local Government Levy Ready Grant Program R3	1,806,501	400,615	
Conversion of waste sites to transfer stations - Jackson Yuleba Wallumbilla Surat Injune and Mitchell	1,806,501	400,615	In progress - Extension of time requested for project completion to 30 May 2025
Queensland Reconstruction Authority	1,327,259	0	
Maranoa Road Betterment	1,128,263	0	Project completed – acquittal in progress as part of Event 13 acquittal process

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Capital Works Grants	2024-25 grant budget \$	2024-25 grant received project \$	
Roma Southern Road Betterment	198,996	0	Project completed – acquittal in progress as part of Event 13 acquittal process
Building Bush Tourism	200,000	0	
Yuleba Fire Tower Refurbishment of the fire tower cabin & interpretive historical display located within Cobb & Co Park	200,000	0	Concept design in progress
State Government Grants and Subsidies TOTAL	5,929,484	969,668	
Roads to Recovery (R2R)	4,473,835	2,906,127	
Asphalt Overlay - Charles Street Roma (Station to Bowen)	152,133	152,133	Project completed
Asphalt Rehabilitation - Roundabout Roma	450,960	423,992	Project completed
Asphalt Overlay - Arthur Street Roma (Bungil to McDowall)/ Mt Moffatt Road bitumen rehabilitation - Chainage 38.440 to Ch 40.700 km	0	57,560	Revenue adjustment from previous year – budget amendment required
Bollon Road Rehabilitation ch 37.48 to 40 km	542,942	542,942	Project completed
Thomby Road Gravel Resheet 83.10 to 96kms	480,000	480,144	Project completed
Bitumen Rehabilitation - Gunnawarra Road Ch 3.5 - 5.92km [R2R]	392,000	392,013	Project completed
Bitumen Rehabilitation - Westgrove Road / Womblebank Gap Road	450,000	0	Under review – funding to be reallocated to reseal project
Middle Road Bitumen Rehabilitation - Ch 0 - 2.6km	375,000	374,303	Project completed
Iona - Bardlomey Road bitumen rehabilitation/stabilisation	337,500	0	Under review – funding to be reallocated to reseal project
Binya Lane Gravel Resheet - School Bus Route	275,000	0	Under review – funding to be reallocated to reseal project
Swerdna Downs Road – Gravel Renewal Works - Carnarvon Highway to Ch 8.92	456,000		Project completed – acquittal in progress
Primaries Road Extension	486,800	483,040	Project completed – acquittal in progress. This project is also funded through HVSP and LRCI Phase 4
Corfe Road Gravel Resheet - 1 kilometre section	75,000	0	
Remote Road Upgrade Pilot Program (RRUP)	13,403,651	6,400,538	
Remote Road Upgrade Pilot Program - Bollon Road Bitumen Extension	12,213,516	6,000,000	Stage 1 completed Stage 2 commenced March 2025 Stage 3 currently in tender negotiation – planned for delivery in 2025/26
Strategic Roads RRUP - Bitumen Extension Yuleba - Surat Road	30,753	31,964	Design completed. Tender documentation in progress – expected construction commencement in 2025/26
Strategic Roads RRUP - Bitumen Extension Redford Road	1,159,382	368,574	Design completed. Tender Awarded with construction commenced March 2025. This project is also funded from TIDS
Heavy Vehicle Safety and Productivity Program (HVSP)	320,392	320,392	
Primaries Road Extension	270,000	270,000	Project completed. Acquittal in progress. This project is also

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Capital Works Grants	2024-25 grant budget \$	2024-25 grant received project \$	
			funded through R2R and LRCI Phase 4
Hoganthulla/Mitchell Forestvale Road Intersection construction	50,392	50,392	Design completed and tenders received exceeded funding available and therefore withdrawn. Project design completed and acquitted
Heavy Vehicle Rest Area (HVRA)	1,200,000	0	
Vehicle rest area - Eastern approach to Roma (opposite Big Rig)	1,120,000	0	Contract awarded – construction commenced
Asphalt surfacing of heavy vehicle truck stop area at the Roma Truck Stop precinct	80,000	0	Multi-year project. Design/preconstruction planned for 2024/25 with construction planned for 2025/26
Remote Airstrip Upgrade Program Round 10	145,000	87,196	
Injune Aerodrome Lighting Upgrade - Replacement and upgrade to LED of all aerodrome lighting, replace lighting equipment box	145,000	87,196	Project completed – acquittal in progress
Community Energy Upgrades Fund Round 1	90,500	0	
Roma Airport - construct car park shade using PV solar, replace car park flood lighting with LED (pending successful funding application)	90,500	0	Funding successful – funding agreement execution currently in progress
Local Roads and Community Infrastructure Phase 4	3,747,007	1,195,968	
New community, council and tourism precinct in Wallumbilla (Calico)	2,576,007	1,133,338	In progress
Primaries Road Loop Extension	621,000	62,630	Project completed – acquittal in progress. This project is also funded through R2R and HVSP
New Kerb and Channel as per K&C Strategy	350,000	0	Foott Street K&C completed. Beitz Street K&C in progress
Strategic Bitumen Works - New Priority Bitumen on Sections of Flood Damage Resheeting	200,000	0	Roma Southern Road completed 2023/24. Scoping/review in place for remaining works
Grants and subsidies (capital) - Federal Total	23,379,885	10,910,221	
Total grants and subsidies	29,309,369	11,879,889	

3. Loans:

The closing balance of Queensland Treasury Corporation (QTC) loans as at 31 May 2025 is \$12,786,510.82 which includes accrued interest and administration costs for the month of May 2025.

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4. Cash:

The Cash Balance at 31 May 2025 was \$96.427 million.

This was made up of Unrestricted cash of \$43.102 million and Restricted (Internal = \$33.656 million + External = \$19.669 million) cash of \$53.325 million.

The cash expense ratio as at 31 May 2025 is 11 months (QTC target is 3 months), which means that the current cash balance position of \$96.27 million can sustain the Councils monthly operating expenses (net of depreciation and finance cost) which is more than 3X the target ratio.

5. Rates & Charges:

Rates Outstanding - Number of Assessments – May 2025

	Total Number of Assessments
As at 31 May 2025	506
As at 30 Apr 2025	655
As at 31 Mayl 2024	686

Rates Outstanding - Balance – May 2025

	Total Amount Outstanding
As at 31 May 2025	\$1,635,275.84
As at 30 Apr 2025	\$2,014,867.29
As at 31 May 2024	\$7,561,639.23

Assessment by Category Type – May 2025

Category	Total Number of Rates Assessments	Amount Outstanding	Number of Assessments Outstanding	Percentage of the Category Outstanding
Residential				
31 May 2025	4430	\$1,007,851.50	360	8.13%
30 Apr 2025	4432	\$1,163,009.30	496	11.19%
31 May 2024	4432	\$1,123,332.52	500	11.28%
Commercial / Industrial				
31 May 2025	616	\$299,381.09	54	8.77%
30 Apr 2025	615	\$339,293.98	57	9.27%
31 May 2024	616	\$226,792.40	60	9.74%
Rural				
31 May 2025	1332	\$240,283.65	70	5.26%
30 Apr 2025	1616	\$297,082.94	77	4.76%
31 May 2024	1616	\$479,620.66	100	6.19%
Non-Urban Industrial				
31 May 2025	146	\$46,366.66	2	1.37%
30 Apr 2025	146	\$196,723.20	14	9.59%
31 May 2024	143	\$5,725,521.19	17	\$11.89

Prepaid Rates:

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	Prepaid Rates & Charges	Number of Assessments
31 May 2025	\$790,763.71	863
30 Apr 2025	\$665,356.51	753
31 May 2024	\$1,116,221.06	802

Payment Arrangements:

	Number of Accounts that have Payment Arrangement	Value Outstanding in Payment Arrangements	Percentage of Rates arrears in payment arrangements
31 May 2025	102	\$94,038.88	6%
30 Apr 2025	103	\$145,195.82	7%
31 May 2024	117	\$4,591,406.16	61%

Reminders & Demand Letters – 1 July 2024 to 30 June 2025

	Issue Date	Number Issued
1 st Reminder Letter Levy 1 – 2025	28.10.2024	870
2 nd Reminder Letter Levy 1 – 2025	13.11.2024	448
Demand Letter Levy 1 – 2025	28.11.2024	197
Statement of Liquidated Claim Levy 1 2025		
1 st Reminder Letter Levy 100 – 2025	27.03.2025	852
2 nd Reminder Letter Levy 100 – 2025	24.04.2025	410
Demand Letter Levy 100 – 2025	15.05.2025	165
Statement of Liquidated Claim Levy 100 - 2025		

Debt Recovery Status: 1 July 2023 – 30 June 2024

Recovery Step	No. of Accounts	Amount Referred \$	Amount Paid / Closed \$	% Paid / Closed	No. Open	Amount Owing \$
Demand Letter	80	\$1,740,519	\$109,650	5.90%	22	\$1,630,869
Statement of Liquidated Claim	8	\$15,355	\$2,169	0.12%	7	\$18,611
Statement of Liquidated Claim served	15	\$51,511	\$7,432	0.40%	14	\$58,196
Pre-Judgment	0	0	0	0	0	0
Post-Judgement	0	0	0	0	0	0
Total	103	\$1,807,386	\$119,251	6.42%	43	\$1,707,676

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Debt Recovery Status: 1 July 2024 – 30 June 2025

Recovery Step	No. of Accts	Amount Referred \$	Amount Paid / Closed \$	% Paid / Closed	No. Open	Amount Owing \$
Demand Letter	388	\$579,759	\$333,919	48.13%	91	\$245,840
Statement of Liquidated Claim	10	\$29,026	\$14,102	2.03%	5	\$20,002
Statement of Liquidated Claim served	10	\$23,672	\$22,447	3.24%	1	\$2,432
Pre-Judgment	9	\$18,684	\$4,490	0.65%	9	\$21,703
Post-Judgement	0	0	0	0	0	0
Total	417	\$651,139	\$374,957	54.05%	106	\$289,977

Debt Recovery Status: 17 November 2016 – 31 May 2025

Recovery Step	No. of Accounts	Amount Referred \$	Amount Paid / Closed \$	% Paid / Closed	Number Open	Amount Owing \$
Demand Letter	2253	\$14,618,535	\$14,336,984	73.12%	97	\$281,550
Statement of Liquidated Claim	144	\$382,952	\$336,856	1.72%	14	\$61,194
Statement of Liquidated Claim served	397	\$2,151,377	\$2,138,377	10.91%	4	\$19,139
Pre-judgment	153	\$1,047,598	\$967,459	4.93	18	\$99,467
Judgment	7	\$35,808	\$33,478	0.17%	1	\$3,142
Post Judgment	178	\$1,154,338	\$1,103,998	5.63	17	\$73,534
Total	3352	\$19,301,200	\$19,043,479	98.66%	78	\$538,027

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

Local Government Regulation 2012

204 Financial Report

- (1) *The local government must prepare a financial report.*
- (2) *The chief executive officer must present the financial report -*
 - (a) *If the local government meets less frequently than monthly - at each meeting of the local government; or*
 - (b) *Otherwise - at a meeting of the local government once a month.*
- (3) *The financial report must state the progress that has been made in relation to the local government's budget for the period of the financial year up to a day as near as practicable to the end of the month before the meeting is held.*

Council Policies or Asset Management Plans:

N/A

Input into the Report & Recommendation:

Lead Rates and Utility Billing Officer / System Administrator
Program Funding and Budget Coordinator
General Manager - Saleyards
Manager Airports (Roma) & Regional Compliance
Coordinator - Materials Production (Roma Quarry)

Funding Bodies:

Projects with external funding are required to be delivered in accordance with funding agreements.

This Financial Year's Budget:

The purpose of this report is to present financial information on the progress that has been made in relation to Council's budget for the period ended 31 May 2025.

Future Years' Budgets:

This report is for information purposes.

Impact on Other Individuals or Interested Parties:

Is there anyone who is likely to be particularly interested in or impacted by the decision, or affected by the recommendation if adopted? What would be their key interests or concerns?
(Interested Parties Analysis - IS9001:2015)

Interested Parties – Maranoa residents, Department of State Development, Infrastructure, Local Government & Planning, Queensland Audit Office, Queensland Treasury Corporation.

Risks:

Risk	Description of likelihood & consequences
Compliance with Local Government Regulation 2012	The presentation of the financial report is in accordance with the Regulation.

Advice to Council:

The presentation of monthly financial statements is a legislative requirement.

Recommendation:

That the monthly financial report for the period ended 31 May 2025 be noted by Council

Link to Corporate Plan:

Corporate Plan 2023-2028

Corporate Plan Pillar 4: Accountability

4.5 Good governance framework

Supporting Documentation:

1 [↓](#) May 2024-25 Business Units Statement of Income and Expenditures D25/58230

Report authorised by:

Director - Corporate Services

Confidential Information - Restricted external access .

Maranoa Regional Council Business Units - Statement of Income and Expenditure 31 May 2025								
	FY24/25 Orig Bud \$	FY24/25 Curr Bud \$	FY24/25 Curr Bud YTD \$	FY24/25 Act YTD \$	YTD Act - YTD Bud variance \$	YTD Act as a % of YTD Bud (Target 100%)	Target Result (Acceptance of +/- 10% within Target, or within +/- \$5k)	Commentary
								<div> <div></div> within target range <div></div> outside of target range, with a favourable impact <div></div> outside of target range, with an unfavourable impact </div>
TOTAL Airports								
Operating revenue								
Fees and charges - commercial	2,252,050	2,499,150	2,298,035	2,213,444	(84,591)	96%		
Other revenue	48,060	50,925	50,925	3,384	(47,541)	7%		Airport lease still in process
Total operating revenue	2,300,110	2,550,075	2,348,960	2,216,828	(132,132)	94%		
Operating expenses								
Employee costs	658,454	632,795	583,771	594,090	10,319	102%		
Finance costs	66,688	66,688	61,370	61,252	(118)	100%		
Materials and services	772,250	808,865	696,666	740,015	43,349	106%		
Internal corporate overhead	242,378	242,378	222,178	222,994	816	100%		
Depreciation	946,951	946,951	868,043	723,485	(144,558)	83%		Review in valuation assumptions as part of comprehensive valuation in June 2024 has resulted in lower actual depreciation by around \$90K in some Airport Asset Class.
Total operating expenses	2,686,721	2,697,677	2,432,028	2,341,837	(90,191)	96%		
Operating result - Surplus/(Deficit)	(386,611)	(147,602)	(83,068)	(125,009)	(41,941)	150%		

Confidential Information - Restricted external access.

Maranoa Regional Council Business Units - Statement of Income and Expenditure 31 May 2025								
	FY24/25 Orig Bud \$	FY24/25 Curr Bud \$	FY24/25 Curr Bud YTD \$	FY24/25 Act YTD \$	YTD Act - YTD Bud variance \$	YTD Act as a % of YTD Bud (Target 100%)	Target Result (Acceptance of +/- 10% within Target, or within +/- \$5k)	Commentary ● within target range ● outside of target range, with a favourable impact ● outside of target range, with an unfavourable impact
Gas								
Operating revenue								
Fees and charges - commercial	951,500	1,027,500	951,016	857,800	(93,216)	90%	●	
Internal revenue	200,000	200,000	183,337	144,325	(39,012)	79%	●	Apr-June Quarterly billing to be issued in July
Other revenue	0	1,566	0	11,631	11,631	0%	●	Private works revenue not budgeted
Rates and charges	(2,500)	(2,500)	(2,288)	(434)	1,854	19%	●	
Total operating revenue	1,149,000	1,226,566	1,132,065	1,013,322	(118,743)	90%	●	
Operating expenses								
Employee costs	119,966	119,966	110,733	134,542	23,809	122%	●	Estimated budget understated due to significant vacancies in FY 23/24 now filled in FY24/25
Materials and services	357,850	357,850	328,226	384,604	56,378	117%	●	Increased in Gas tools repairs and replacement cost and some proactive maintenance on various locations.
Internal corporate overhead	112,034	112,034	102,696	102,696	0	100%	●	
Depreciation	231,120	231,120	211,860	239,828	27,968	113%	●	Budget depreciation underestimated, as there was an increase in CPI valuation in June 2024
Total operating expenses	820,970	820,970	753,515	861,670	108,155	114%	●	
Operating result - Surplus/(Deficit)	328,030	405,596	378,550	151,652	(226,898)	40%		

Confidential Information - Restricted external access.

Maranoa Regional Council Business Units - Statement of Income and Expenditure 31 May 2025								
	FY24/25 Orig Bud \$	FY24/25 Curr Bud \$	FY24/25 Curr Bud YTD \$	FY24/25 Act YTD \$	YTD Act - YTD Bud variance \$	YTD Act as a % of YTD Bud (Target 100%)	Target Result (Acceptance of +/- 10% within Target, or within +/- \$5k)	Commentary
								<div> <div></div> within target range <div></div> outside of target range, with a favourable impact <div></div> outside of target range, with an unfavourable impact </div>
TOTAL Saleyards								
Operating revenue								
Fees and charges - commercial	5,316,662	5,316,662	4,828,162	5,696,787	868,625	118%		\$869k higher Revenue due to strong throughput sales
Other revenue	190,000	190,000	172,905	175,211	2,306	101%		
Total operating revenue	5,506,662	5,506,662	5,001,067	5,871,998	870,931	117%		
Operating expenses								
Employee costs	1,075,000	1,075,000	995,221	894,741	(100,480)	90%		
Finance costs	92,239	92,239	84,957	77,060	(7,897)	91%		
Materials and services	3,169,900	3,169,900	2,771,445	3,236,271	464,826	117%		\$465k higher external contractors due to higher sales
Internal corporate overhead	317,298	317,298	290,851	290,862	11	100%		
Depreciation	525,994	525,994	482,163	499,412	17,249	104%		
Total operating expenses	5,180,431	5,180,431	4,624,637	4,998,346	373,709	108%		
Operating result - Surplus/(Deficit)	326,231	326,231	376,430	873,652	497,222	232%		
Sewerage								
Operating revenue								
Fees and charges - commercial (prev. 'statutory')	116,291	42,200	36,143	54,209	18,066	150%		\$18k Revenue higher due to Sewerage Connections Fees and Grey Water Septic Disposal Fees revenue received higher than originally forecast
Rates and charges	3,265,734	3,271,553	3,270,858	3,292,408	21,550	101%		
Total operating revenue	3,382,025	3,313,753	3,307,001	3,346,617	39,616	101%		
Operating expenses								
Employee costs	627,725	627,725	579,395	493,673	(85,722)	85%		
Finance costs	52,588	52,588	48,401	48,301	(100)	100%		
Materials and services	578,627	593,627	545,255	645,057	99,802	118%		Maintenance costs have increased this year due to various work done as mentioned in the report.
Internal corporate overhead	397,176	397,176	364,078	364,078	0	100%		
Depreciation	952,868	952,868	873,444	944,858	71,414	108%		
Total operating expenses	2,608,984	2,623,984	2,410,573	2,495,966	85,393	104%		
Operating result - Surplus/(Deficit)	773,041	689,769	896,428	850,651	(45,777)	95%		

Confidential Information - Restricted external access.

Maranoa Regional Council Business Units - Statement of Income and Expenditure 31 May 2025								
	FY24/25 Orig Bud \$	FY24/25 Curr Bud \$	FY24/25 Curr Bud YTD \$	FY24/25 Act YTD \$	YTD Act - YTD Bud variance \$	YTD Act as a % of YTD Bud (Target 100%)	Target Result (Acceptance of +/- 10% within Target, or within +/- \$5k)	Commentary ● within target range ● outside of target range, with a favourable impact ● outside of target range, with an unfavourable impact
TOTAL Quarries								
Operating revenue								
Internal revenue	1,250,000	1,700,000	1,558,326	1,977,543	419,217	127%	●	\$419k Revenue higher due to flood works demand (Pits)
Other revenue	1,100,000	1,750,000	1,604,152	2,400,267	796,115	150%	●	\$796k Revenue higher due to flood works demand (Roma Quarry)
Sale of goods and major services	5,160,000	5,882,656	5,315,110	4,534,905	(780,205)	85%	●	Lower Revenue due to delays with operational commencement of the quarry
Total operating revenue	7,510,000	9,332,656	8,477,588	8,912,715	435,127	105%	●	
Operating expenses								
Employee costs	795,375	941,425	862,744	689,662	(173,082)	80%	●	
Finance costs	65,000	72,500	65,837	0	(65,837)	0%	●	Timing variance only. Finance costs calculated at EOFY - monthly cashflow forecast to be amended to reflect total forecast cost in June
Materials and services	4,918,270	6,661,311	5,869,453	7,007,443	1,137,990	119%	●	M&S is higher due to flood works demand, includes Production and Cartage Expenses, offsets with the higher revenue.
Internal corporate overhead	333,250	333,250	305,470	305,470	0	100%	●	
Depreciation	466,776	466,776	427,878	414,676	(13,202)	97%	●	
Total operating expenses	6,578,671	8,475,262	7,531,382	8,417,251	885,869	112%	●	
Operating result - Surplus/(Deficit)	931,329	857,394	946,206	495,464	(450,742)	52%		














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Maranoa Regional Council Business Units - Statement of Income and Expenditure 31 May 2025								
	FY24/25 Orig Bud \$	FY24/25 Curr Bud \$	FY24/25 Curr Bud YTD \$	FY24/25 Act YTD \$	YTD Act - YTD Bud variance \$	YTD Act as a % of YTD Bud (Target 100%)	Target Result (Acceptance of +/- 10% within Target, or within +/- \$5k)	Commentary
	0	0	0	0				<div> <div></div> within target range <div></div> outside of target range, with a favourable impact <div></div> outside of target range, with an unfavourable impact </div>
Roma Quarry								
Operating revenue								
Other revenue	1,100,000	1,750,000	1,604,152	2,400,267	796,115	150%		\$796k Revenue higher due to flood works demand (Cartage)
Sale of goods and major services	5,160,000	5,225,000	4,788,986	4,534,905	(254,081)	95%		
Total operating revenue	6,260,000	6,975,000	6,393,138	6,935,172	542,034	108%		
Operating expenses								
Employee costs	684,675	684,675	632,014	555,862	(76,152)	88%		
Finance costs	65,000	65,000	59,587	0	(59,587)	0%		Finance costs calculated at EOFY - monthly cashflow forecast to be amended to reflect total forecast cost in June
Materials and services	4,128,270	5,246,570	4,705,753	6,490,634	1,784,881	138%		M&S is higher due to flood works demand, includes Production and Cartage Expenses, offsets with the higher revenue.
Internal corporate overhead	166,625	166,625	152,735	152,735	0	100%		
Depreciation	466,776	466,776	427,878	414,676	(13,202)	97%		
Total operating expenses	5,511,346	6,629,646	5,977,967	7,613,908	1,635,941	127%		
Operating result - Surplus/(Deficit)	748,654	345,354	415,171	(678,736)	(1,093,907)	(163%)		
Headache Hill Quarry								
Operating revenue								
Sale of goods and major services	0	657,656	526,124	0	(526,124)	0%		Lower Revenue due to delays with operational commencement of the quarry
Total operating revenue	0	657,656	526,124	0	(526,124)	0%		
Operating expenses								
Employee costs	0	74,750	62,290	156	(62,134)	0%		Lower Costs due to delays with operational commencement of the quarry
Finance costs	0	7,500	6,250	0	(6,250)	0%		Timing variance only. Finance costs calculated at EOFY - monthly cashflow forecast to be amended to reflect total forecast cost in June
Materials and services	0	544,741	453,950	0	(453,950)	0%		Lower Costs due to delays with operational commencement of the quarry
Total operating expenses	0	626,991	522,490	156	(522,334)	0%		
Operating result - Surplus/(Deficit)	0	30,665	3,634	(156)	(3,790)	(4%)		

Confidential Information - Restricted external access .

Maranoa Regional Council Business Units - Statement of Income and Expenditure 31 May 2025								
	FY24/25 Orig Bud \$	FY24/25 Curr Bud \$	FY24/25 Curr Bud YTD \$	FY24/25 Act YTD \$	YTD Act - YTD Bud variance \$	YTD Act as a % of YTD Bud (Target 100%)	Target Result (Acceptance of +/- 10% within Target, or within +/- \$5k)	Commentary
								<div>● within target range</div> <div>● outside of target range, with a favourable impact</div> <div>● outside of target range, with an unfavourable impact</div>
Quarry Pits								
Operating revenue								
Internal revenue	1,250,000	1,700,000	1,558,326	1,977,543	419,217	127%	●	\$419k Revenue higher due to flood damage works demand
Total operating revenue	1,250,000	1,700,000	1,558,326	1,977,543	419,217	127%	●	
Operating expenses								
Employee costs	110,700	182,000	168,440	133,643	(34,797)	79%	●	
Materials and services	790,000	870,000	709,750	516,810	(192,940)	73%	●	
Internal corporate overhead	166,625	166,625	152,735	152,735	0	100%	●	
Total operating expenses	1,067,325	1,218,625	1,030,925	803,188	(227,737)	78%	●	
Operating result - Surplus/(Deficit)	182,675	481,375	527,401	1,174,356	646,955	223%		

Confidential Information - Restricted external access

Maranoa Regional Council Business Units - Statement of Income and Expenditure 31 May 2025								
	FY24/25 Orig Bud \$	FY24/25 Curr Bud \$	FY24/25 Curr Bud YTD \$	FY24/25 Act YTD \$	YTD Act - YTD Bud variance \$	YTD Act as a % of YTD Bud (Target 100%)	Target Result (Acceptance of +/- 10% within Target, or within +/- \$5k)	Commentary  within target range  outside of target range, with a favourable impact  outside of target range, with an unfavourable impact
Waste								
Operating revenue								
Fees and charges - commercial	1,087,131	1,087,131	989,907	778,012	(211,895)	79%		\$212k lower Revenue due to overstatement of budget for Refuse Disposal Fee Roma (wrong budget assumption used); \$3k higher Revenue due to Waste Water fees
Fees and charges - statutory	1,165,000	1,165,000	1,067,913	1,119,279	51,366	105%		
Grants subsidies and contributions	471,647	471,647	432,344	487,196	54,852	113%		Government Levy Ready Grant funding received
Rates and charges	1,812,313	1,812,313	1,812,822	1,832,070	19,248	101%		
Total operating revenue	4,536,091	4,536,091	4,302,986	4,216,556	(86,430)	98%		
Operating expenses								
Employee costs	1,225,078	895,578	825,697	668,851	(156,846)	81%		There are still vacancies in the waste team. Currently the Roma team is short one operator, and we still have a vacancy in the Manager role.
Finance costs	1,000,000	1,000,000	0	0	0	0%		
Materials and services	9,446,247	7,525,747	6,974,226	6,955,338	(18,888)	100%		
Internal corporate overhead	444,395	444,395	407,363	407,363	0	100%		
Depreciation	129,638	129,638	118,844	171,807	52,963	145%		Budget depreciation underestimated, as there was an increase in CPI valuation in June 2024
Total operating expenses	12,245,358	9,995,358	8,326,130	8,203,360	(122,770)	99%		
Operating result - Surplus/(Deficit)	(7,709,267)	(5,459,267)	(4,023,144)	(3,986,804)	36,340	99%		

Confidential Information - Restricted external access .

Maranoa Regional Council Business Units - Statement of Income and Expenditure 31 May 2025								
	FY24/25 Orig Bud \$	FY24/25 Curr Bud \$	FY24/25 Curr Bud YTD \$	FY24/25 Act YTD \$	YTD Act - YTD Bud variance \$	YTD Act as a % of YTD Bud (Target 100%)	Target Result (Acceptance of +/- 10% within Target, or within +/- \$5k)	Commentary
								<div>● within target range</div> <div>● outside of target range, with a favourable impact</div> <div>● outside of target range, with an unfavourable impact</div>
Water								
Operating revenue								
Fees and charges - statutory	492,325	554,655	516,645	708,622	191,977	137%	●	\$192k Revenue higher due to Water Standpipe Sales
Grants subsidies and contributions	0	58,500	0	0	0	0%	●	
Internal revenue	15,000	25,000	22,913	21,705	(1,208)	95%	●	
Rates and charges	6,516,451	6,523,451	6,521,472	6,592,476	71,004	101%	●	
Sales of contract and recoverable works	0	0	0	1,456	1,456	0%	●	
Total operating revenue	7,023,776	7,161,606	7,061,030	7,324,259	263,229	104%		
Operating expenses								
Employee costs	1,688,959	1,688,959	1,559,106	1,545,058	(14,048)	99%	●	
Finance costs	59,703	59,703	55,486	54,837	(649)	99%	●	
Materials and services	2,870,005	2,974,408	2,709,506	2,940,975	231,469	109%	●	Mains maintenance costs have increased this year (more breaks and issues) increasing M&S (general supplies). Plus a few more New Connections this year. The network is getting older (end of life).
Internal corporate overhead	584,887	584,887	536,140	536,151	11	100%	●	
Depreciation	1,988,766	1,988,766	1,823,041	1,851,224	28,183	102%	●	
Total operating expenses	7,192,320	7,296,723	6,683,279	6,928,245	244,966	104%		
Operating result - Surplus/(Deficit)	(168,544)	(135,117)	377,751	396,015	18,264	105%		

OFFICER REPORT

Meeting: Ordinary 19 June 2025

Date: 20 May 2025

Item Number: 12.1

File Number: D25/49327

SUBJECT HEADING: Memorandum of Understanding between
Queensland Fire Department & Maranoa Regional
Council

Classification: Open Access

Officer's Title: Emergency Management Coordinator

Executive Summary:

Council has previously maintained a Memorandum of Understanding (MoU) with Queensland Fire and Emergency Services (QFES). This MoU is scheduled to expire on 30 June 2025.

Following recent machinery-of-government changes, responsibility for this partnership has transitioned from QFES to the newly formed Queensland Fire Department (QFD). As a result, a revised MoU will be established to reflect the updated departmental structure and ensure continued cooperation between Council and the Queensland Fire Department.

The MoU sets out the protocols, procedures, obligations and expectations of both parties regarding the supply, availability and use of machinery and personnel.

Officer's Recommendation:

That Council authorise the Chief Executive Officer, or delegate, to enter into a Memorandum of Understanding between Queensland Fire Department and Maranoa Regional Council for the period 1 July 2025 to 30 June 2026, for the purpose of enabling the supply of Council machinery and personnel, as required, in support of operations during a fire event.

Context (*Why is the matter coming before Council?*):

The current Memorandum of Understanding (MoU) is scheduled to expire on 30 June 2025. To ensure continuity of the Council's obligations and ongoing support during fire events, a new MoU will need to be executed with the Queensland Fire Department.

Background (*Including any previous Council decisions*):

The Queensland Fire Department has provided Council a Memorandum of Understanding for a period of 12 months (July 2025- June 2026) for a Resource Protocol Agreement which sets out the protocols, procedures, and obligations of all parties in relation to the use of Council personnel, plant and equipment supplied for

emergency activities conducted at QFD – Rural Fire Service Qld and Fire and Rescue Service incidents.

The intent of this MoU is to clarify the obligations and expectations of both parties regarding the supply, availability and use of machinery and personnel.

The MoU allows the Council the ability to seek financial reimbursement from the Queensland Fire Department if Council personnel, plant and equipment are used for a fire event.

Options Considered:

N/A

Recommendation:

That Council authorise the Chief Executive Officer, or delegate, to enter into a Memorandum of Understanding between Queensland Fire Department and Maranoa Regional Council for the period 1 July 2025 to 30 June 2026, for the purpose of enabling the supply of Council machinery and personnel, as required, in support of operations during a fire event.

Risks:

Risk	Description of likelihood & consequences
Uncontrolled request for assistance during emergency response.	<p>Uncontrolled requests can cost valuable time and money.</p> <p>The MoU, the subject of this report, seeks sets out protocols, procedures, obligations and expectations of both parties regarding the supply, availability and use of machinery and personnel during a fire event.</p>

Policy and Legislative Compliance:

Council does not have a current policy and this MoU with Queensland Fire Department will clearly set out the services to be provided.

Budget / Funding (*Current and future*):

While there is no direct cost to Council for entering into the MoU, any use of Council personnel, plant, or equipment in support of fire events may be reimbursed by the Queensland Fire Department on a cost-recovery basis, in accordance with the provisions of the agreement.

Timelines / Deadlines:

A new agreement will be required to be finalised and executed by the end of June 2025 to ensure continuity of arrangements beyond the expiry of the current MoU.

Consultation (Internal / External):

Cameron Hoffmann, Deputy Director/Strategic Road Management
Queensland Fire Department representatives

Strategic Asset Management Implications:

(If applicable, outline changes to whole of life costs and / or level of service)

Nil

Acronyms:

Acronym	Description
QFES	Queensland Fire and Emergency Services
QFD	Queensland Fire Department
MoU	Memorandum of Understanding

Addition to Operational or Corporate Plan:

Plan Description	Yes / No
Operational	No
Corporate	No

Link to Corporate Plan:

Corporate Plan 2023-2028

Corporate Plan Pillar 5: Inclusivity

5.14 Disaster resilience and preparedness

Supporting Documentation:

[1](#) QFD - MRC Draft - Memorandum of Understanding
2025-2026

D25/56920

Report authorised by:

Deputy Director / Strategic Road Management



MEMORANDUM OF UNDERSTANDING

Queensland Fire Department

&

Maranoa Regional Council

Respect

Integrity

Courage

Loyalty

Trust



TITLE	Memorandum of Understanding (MOU)
PARTIES	State of Queensland (acting through Queensland Fire Department) (QFD) Maranoa Regional Council (MRC)
DATE OF MOU	2 May 2025

CONTEXT/BACKGROUND

Queensland Fire Department (QFD) is the primary provider of fire and emergency services in Queensland. QFD delivers this through Fire and Rescue Service (FRS) and Rural Fire Service Queensland (RFSQ). QFD's role is to provide leadership, mitigation planning and responsive service to ensure the safety of the Queensland community.

This Memorandum of Understanding (MOU) sets out the protocols, procedures, and obligations between **QFD and Maranoa Regional Council (MRC)** in relation to the use of Council personnel, plant and equipment supplied to QFD, for emergency activities conducted at QFD incidents.

This MOU does not constitute or create any legally binding or enforceable obligations on the part of any party.

Parties are always expected to act in good faith with consideration to the information contained in this MOU.

AIMS/PURPOSE/OUTCOMES

This MOU established the collaborative approach between QFD and MRC for the provision of management and support to QFD to ensure delivery of an effective emergency service that contributes to a safer more resilient community. Specifically, the intent of this MOU is to clarify the obligations and expectations of both parties regarding the supply, availability and use of machinery and personnel.

This MOU aligns with QFD's Strategy 2030 guiding principles:

- Capable communities
- Interoperable
- Adaptive
- Intelligence
- Sustainable



TIMEFRAME-START/FINISH

This MOU commences on 01 July 2025 and ceases on 30 June 2026

RESPONSIBILITIES

1. MRC will provide to QFD, the use of the Plant and Equipment WITH operators (Subject to Availability) as outlined in Schedule 2:
2. QFD MUST supply trained fire personnel and equipment to provide fire protection and suppression for Council plant and machinery whilst on the fire line.
3. If required, QFD will offer fire awareness training to Maranoa Regional Council field staff/operators and contractors each year, prior to the fire season.

REQUESTS

Requests by the QFD Incident Controller for assistance from MRC employees and Council resources in an **EMERGENCY INCIDENT**, MUST be lodged through QFD FIRECOM. Requests during a **DISASTER EVENT** will be lodged through the Local Disaster Management Group (LDMG) under the Queensland Disaster management Arrangements. (QDMA)

1. The process for lodging a Request for Assistance is outlined in Schedule 1.
2. The Council will ensure that a Council Supervisor is dispatched to act as the Council Supervisor/Liaison at an emergency incident or during emergency event activities, where a request is made to use Council plant and equipment. The parties acknowledge that the Council Supervisor must work closely with the QFD Incident Controller.
3. The parties acknowledge that Council employees **ARE NOT** to be used as front-line firefighters.

INTELLECTUAL PROPERTY

Unless expressly provided, nothing in this MOU has the effect of transferring any intellectual property owned or created by either party, to the other party.

CONFIDENTIAL INFORMATON

Parties agree that unless expressly authorised in writing by the other party or required by law, confidential information will not be disclosed to any third party.

Parties understand that they are bound by privacy laws applicable to them in their respective jurisdictions.



RISK ASSESSMENT

A dynamic risk assessment will be conducted at all incidents to ensure the safety of all persons. All personnel are accountable for a conducting dynamic risk assessment, but a safety advisor may be appointed within the Incident Management Team (IMT) to oversee incident ground safety. All personnel will convey any safety issues via chain of command to the Incident Controller and actions will be implemented to reduce/eliminate the risk.

INSURANCE

Workers Compensation:

- All employees of MRC have a duty of care not to place themselves or anyone else in a situation that may cause death or injury.
- MRC staff are covered by Workers Compensation whilst carrying out their duty as an employee of Maranoa Regional Council.
- MRC employees carrying out their duty as a member of the RFSQ Rural Fire Brigade or QFD will be covered by QFD Workers Compensation.
- These personnel will not be permitted to use Council equipment in these circumstances whilst working as a Rural Fire Brigade Volunteer or with QFD.

Insurance of Council Plant and Equipment:

- Plant and equipment owned by MRC is and will be covered by Council's insurance.
- Plant and equipment being used in a fire event must only be operated by Council employees.
- If an incident becomes an eligible disaster event and the Queensland Disaster Recovery Funding Arrangements (DRFA) are activated, relevant costs associated with any damage or loss of Council equipment or property **MAY** be able to be claimed through DRFA by Council (e.g Insurance excess payments)

Under these circumstances, the most efficient way for claims to be made is directly by MRC with NO invoice being issued to QFD.



The preferred MRC contact person to organise and dispatch MRC resources in an emergency event:

<u>NAME</u>	<u>POSITION</u>	<u>CONTACT NUMBER</u>
MRC – Daytime	General Enquires	1300 007 662
MRC – After Hours	On-Call Officer	1300 007 662
MRC – After Hours Escalation if the 1300 007 662 is not answered within 2 minutes, please call the below numbers:		
Gemma Lines	Disaster Management Officer	0417 418 964
Cameron Hoffmann	Local Disaster Coordinator	0409 985 447
Rob Hayward	Deputy LDC/CEO	0429 867 496
Jamie Gorry	Landfill Fires only	0438 728 161 or 4624 0714

The following personnel will be kept fully briefed during an event:

<u>NAME</u>	<u>POSITION</u>	<u>CONTACT NUMBER</u>
Inspector – FRS	Area Commander	0419 674 710
Inspector – FRS	Duty Manager of Operations	0414 671 865
Inspector – RFSQ	Area Manager	0427 149 247
Inspector – RFSQ	Regional Duty Manager	07 4592 5324
Superintendent – RFSQ	Executive Manager	0487 523 553
MRC On-Call Officer	On-Call Officer	1300 007 662
MRC – Daytime	General enquiries	1300 007 662

In the event of emergencies, MRC management is to liaise with QFD at the Incident Control Centre to look after Council interests and to coordinate the replacement of personnel and/or equipment and resources.



FINANCIAL CONSIDERATIONS

Should costs be incurred that are otherwise not considered by this MOU and legislative provisions, the responsibility for these costs will be subject to negotiation and agreement between both parties (MRC/QFD) as they arise.

INVOICES

When submitting invoices to QFD they must include the following information:

- Incident number (gained from FireCom on approval of plant).
- Incident Location.
- Approved tasking/time.
- Rural Fire Brigade name that is being supported.
- Incident Controllers' name and details.
- Details of plant used.
- Cost per hour.
- Number of approved operational hours for the machine used.

ACCOUNTABILITY/ MEASUREMENT OF SUCCESS

The responsible Maranoa Regional Council Supervisor **WILL** keep accurate records and diary notes of employees and Council resources being utilised. The supervisor will also aid and comply with **ALL** instructions, as required by the Incident Controller.

QFD will not accept nor be liable for any plant hire costs for plant used on Department of Environment and Science (DES), Local Government or any other Government lands, including Crowns land. i.e. stock routes, town commons and reserves etc. and the invoicing for these must be directly arranged with the Government Department that is responsible for the land.

DISPUTE RESOLUTION

In the event of a dispute about this MOU, parties through their nominated representatives agree to meet at a mutually convenient time and place, to discuss resolution of the dispute within 7 days from written notice from the other party that a dispute has arisen.



REVIEW

This MOU is to be reviewed after a period of 12 months from the date of the MOU coming into effect. Subject to extension of the MOU it will be reviewed on a yearly basis.

Any variation or extension to this MOU must be in writing and signed by both parties.

TERMINATION

Parties are free to withdraw from this MOU at any time without any legal consequence and are to provide notice of their intention to the other party(s) 14 days prior to their withdrawal.

DRAFT



Schedule 1

1. **EMERGENCY INCIDENT** requests MUST be made via QFD Firecom.
 - a. Firecom phone contact details 07 4690 7676 or 000.
 - b. Firecom will contact the RFSQ Roma Area Director or FRS Roma Area Commander or (if after hours) Duty Manager of Operations for formal authorisation.
 - c. Firecom will notify the Incident Controller and Council of the authorisation or non-authorisation.
 - d. The authorisation is for a specific equipment, or time duration.
 - e. If additional equipment and or resources are required, the same process MUST be followed.

The following information is to be provided by the person requesting assistance to Council representatives through QFD FireCom:

- Name, Position, Brigade and contact details.
 - Incident number.
 - Nature of incident.
 - Location of incident.
 - Location of Incident Control Point and Incident Controllers contact details.
 - Details of resources and purpose required including the specific tasking and/or time required.
2. **DISASTER EVENT** requests will be made through the LDMG under the QDMA when:
 - a. LDMG has moved to lean forward.
 - b. A disaster event is declared.
 - Requests for council equipment or personnel are made through the QFD core or deputy LDMG representatives.
 - Council issues a Request For Assistance (RFA) for QFD resources.



Schedule 2

- | | |
|----------------------|---|
| 1. Water Truck | (Fire Appliance water tank replenishment) |
| 2. Low Loader | (Movement of plant and machinery) |
| 3. Grader | (Fire break construction) |
| 4. Loader/Backhoe | (Fire break construction) |
| 5. Slasher/Tractor | (Fire break construction) |
| 6. Road Closed Signs | (Safety/warning signs) |
| 7. VMS Boards | (Safety/warning signs) |

(or other duties/equipment/resources as requested by the RFSQ/FRS Incident Controller)

Maranoa Regional Council and QFD Considerations:

- Water trucks may require camlock to QRT (Queensland Round Thread).
- Storz fittings for Rural Appliances.
- Fittings will remain in designated water trucks.
- Use of MRC fatigue management policies when using Council personnel.



SIGNING**Rural Fire Service Queensland**

.....
Matthew Inwood, Deputy Chief Officer

.....
DATE

Fire and Rescue Service

.....
Mark Stuart, Assistant Commissioner

.....
DATE

Maranoa Regional Council

.....
Rob Hayward, Chief Executive Officer

.....
DATE



OFFICER REPORT

Meeting: Ordinary 19 June 2025

Date: 19 May 2025

Item Number: 13.1

File Number: D25/49027

SUBJECT HEADING: Easter in the Country 2025

Classification: Open Access

Officer's Title: Lead Local Development Officer

Executive Summary:

In accordance with Council Resolution OM/02.2025/29, this report provides a breakdown of in-kind assistance provided by Council to the 2025 Easter in the Country festival.

The report includes a recommendation for Council to support the committee in planning for the 50th anniversary of the festival in 2025.

Officer's Recommendation:

That Council:

1. Commend the Easter in the Country committee for delivering a highly successful 2025 event.
2. Receive and note the in-kind assistance costs.
3. Acknowledge that Council officers have debriefed with Easter in the Country, who has indicated further in-kind assistance may be requested for the 50th anniversary festival in 2026.

Context (*Why is the matter coming before Council?*):

At the Ordinary Council meeting on 26 February 2025, Council resolved:
OM/02.2025/29

1. *Approve Easter in the Country's request to hire out the Roma Saleyards to host the Livestock and Property Outback Tucker Under the Stars as part of Easter in the Country on Thursday, 17 April 2025.*
2. *Assist Easter in the Country and facilitate their in-kind assistance requests and that the costs are captured in a report to be brought back to Council following the event.*

The 2025 festival was highly successful, drawing thousands of visitors to Roma and showcasing the Maranoa region's tourism, food and cultural offerings.

In May, Council staff met with EITC President Jenny Flynn to run through a full debrief of the 2025 event. The President confirmed that, in addition to the usual in-kind support, EITC may request additional in-kind assistance for next year's 50th-anniversary festival.

Council staff will work closely with the committee to understand what extra resources will be required. At this point no specific items have been formally requested.

Background *(Including any previous Council decisions):*

In 2024, Council provided in-kind assistance to Easter in the Country (EITC) valued at \$46,740.89. For the 2025 event, this was reduced to \$36,817.33—representing a cost reduction of over 20% compared to the previous year.

These savings were achieved through EITC taking on additional responsibilities at Bassett Park and by ensuring that in-kind support was limited to event-specific requests. This reduction is particularly notable given the typical year-on-year increases in material, labour, and equipment costs.

There are some costings that are not allocated to EITC as they are already accounted for in the standard operational budget including;

- Wages for directors, managers, or coordinators managing staff during the event.
- Call-out and job costs for reactive repairs that could not be conducted in normal working hours (public holiday and/or weekend expenditure)
- Additional assistance provided by Council in support of other community organisation requests during same period.

2025:

EITC WO 25279.2571.2001 – In-Kind Assistance

EITC WO 25279.2572.2001 – Sponsorship \$20,000

In-Kind assistance costs for 2025 as follows:

- Labour - \$18,833.35
- Internal Plant - \$3,910
- Materials - \$6100.58
- Facility Hire Fees waived – \$3,024
- Electricity charges waived - \$4,949.40

Total in-kind assistance: \$36,817.33

Options Considered:

1. Increase Council's in-kind assistance for the 50th anniversary based on upcoming requests.
2. Provide no further assistance beyond the standard in-kind support previously offered. (Not recommended)

Recommendation:

It is recommended that Council continue to work collaboratively with the Easter in the Country Committee in the lead-up to the 50th anniversary event in 2026. While no additional in-kind requests have been formally outlined at this stage, Council officers will maintain close communication with the committee and report back should further

support be required.

Risks:

Risk	Description of likelihood & consequences
Event delivery risk	If additional in-kind needs for the 50 th anniversary are not identified and confirmed early, elements of the event may be comprised, negatively impacting the success of the festival.
Resource allocation risk	If additional in-kind assistance is requested for the 50 th anniversary event without adequate planning, Council resources may be stretched.
Reputational risk	If Council is unable to meet increased expectations for the milestone event, there may be negative community or stakeholder perception regarding Council's support for major events.

Policy and Legislative Compliance:

N/A

Budget / Funding (*Current and future*):

The 2025 Easter in the Country will mark the 50th anniversary of this iconic regional event. It is expected to attract increased visitor numbers and will require additional planning and support to maximise its success.

Timelines / Deadlines:

Council staff will work closely with the Easter in the Country Committee throughout 2025 and early 2026 to plan and coordinate support for the 50th anniversary event. Easter Sunday falls on Sunday, 5 April 2026.

Consultation (*Internal / External*):

Easter in the Country President Jenny Flynn
 Director – Roma
 Overseer – Roma
 Program Funding & Budget Coordinator
 Property Management & Customer Service Coordinator

Strategic Asset Management Implications:

(If applicable, outline changes to whole of life costs and / or level of service)

N/A

Acronyms:

Acronym	Description
EITC	Easter in the Country.

Addition to Operational or Corporate Plan:

Plan Description	Yes / No
Operational	<p>Local Development & Events: Support and delivery activities that build the capacity and promote the value and contribution of volunteers.</p> <p>Local Development & Events: Encourage and build connection and participation through the delivery of events and programs across the region.</p>
Corporate	<p>Accountability – 4.7 Transparent government: Provide transparent and accountable planning, decision making, performance monitoring and reporting to the community.</p> <p>Inclusivity – 5.2 Cultural diversity and social inclusion: Celebrate and embrace the cultural diversity of the Maranoa, promoting inclusivity, understanding and respect among all residents. Support multicultural events, initiatives and programs that promote cross-cultural interactions, integration and harmony. Provide opportunities for cultural expression, language services and access to resources that cater to the needs of diverse communities.</p> <p>Inclusivity 5.4 Community pride: Promote community pride and attractive towns, and encourage local clubs, groups and organisations to lead initiatives to participate.</p> <p>Inclusivity 5.5 Cultural heritage and arts promotion: Support local artists and cultural organisations through funding exhibitions and events that celebrate community heritage and diversity. Support/Develop festivals and events that promote the arts, community engagement and pride. Provide accessible and inclusive spaces for arts and cultural activities.</p>

Link to Corporate Plan:

Corporate Plan 2023-2028

Corporate Plan Pillar 5: Inclusivity

5.4 Community pride

Supporting Documentation:

Nil

Report authorised by:
Overseer - Roma

OFFICER REPORT

Meeting: Ordinary 19 June 2025

Date: 10 June 2025

Item Number: 13.2

File Number: D25/57769

SUBJECT HEADING: Sponsorship Request - Roma Aero Club

Classification: Open Access

Officer's Title: Lead Local Development Officer

Executive Summary:

Roma Aero Club (RAC), in collaboration with the Roma Historical Motor Club, is seeking sponsorship support for its inaugural Wings and Wheels event, scheduled for 9 August 2025 at the Roma Airport. This fly-in style event will feature vintage aircraft and classic car displays, public aviation experiences, and a planned aerial display. RAC is requesting \$4500 to secure the attendance of Warplanes.com.au, a WWII aircraft operator, to perform a public aerial display and provide adventure flights.

The event provides a unique opportunity to engage the community with local aviation, promote the use of the Roma Airport facilities, and stimulate interest in aviation and historical motoring.

Officer's Recommendation:

That Council:

1. Provide sponsorship of \$1,000 (ex GST) to the Roma Aero Club for the Wings and Wheels event to be held on 9 August 2025 at the Roma Airport and allocate funds from the Sponsorship budget - GL 2887.2249.2001.
2. Provide non-financial assistance through the provision of two Council airport staff to supervise the designated airside event area, in line with aviation security requirements, to the estimated value of \$500 and allocate funds from Work Order 19866.2571.2001 – In-kind Assistance Roma.

Context (*Why is the matter coming before Council?*):

The Roma Aero Club has submitted a sponsorship request to support the delivery of a unique community aviation and motoring event, *Wings and Wheels*. As the requested financial assistance exceeds the delegated approval limits, the matter requires formal consideration and resolution by Council.

Additionally, as part of the event will be held within a restricted airside area, aviation transport security legislation requires that a 'Special Event Zone' be approved by the Department of Home Affairs. This designated area must be appropriately supervised by authorised personnel for the duration of public access.

To assist with this requirement, Council may provide non-financial support in the form of two airport staff members to monitor the Special Event Zone boundaries. This

contribution is valued at approximately \$500, based on two staff working four hours on Saturday at penalty rates.

Background (Including any previous Council decisions):

While the Roma Aero Club has previously held a small-scale fly-in with aircraft from a neighbouring aero club, Wings and Wheels represents the first major attempt to establish a larger, recurring aviation and motoring event in the region. This inaugural event includes pending invitations to the Royal Australian Air Force, LifeFlight, RFDS, and Warplanes.com.au.

Options Considered:

- Option 1: Approve the full amount of \$4500 as requested.
- Option 2: Approve a partial sponsorship amount (e.g. \$1000 as per Local Events category in current Policy)
- Option 3: Decline the sponsorship request.

Recommendation:

That Council approve a sponsorship contribution of \$1,000 to the Roma Aero Club for the delivery of the *Wings and Wheels* event on 9 August 2025, in accordance with the current *Community Grants, Non-Financial Assistance & Sponsorship Policy* for local events attracting up to 500 attendees.

Funding is to be used solely for the engagement of Warplanes.com.au to deliver an aerial display and provide public adventure flight opportunities.

Roma Aero Club is encouraged to seek additional funding or in-kind support from other sources to assist with the remaining costs of the event.

In return for sponsorship, the Council logo would be included on all promotional material and banners would be placed at prominent locations within the event precinct.

Risks:

Risk	Description of likelihood & consequences
Low attendance	The event is weather-dependent and reliant on public interest. Poor weather or competing events could impact turnout.
Funding shortfall	If full sponsorship is not provided, RAC may not be able to confirm Warplanes.com.au reducing event drawcard.

Policy and Legislative Compliance:

Community Grants, Non-Financial Assistance & Sponsorship Policy for

Budget / Funding (*Current and future*):

Sponsorship GL 2887.2249.2001

Council's sponsorship budget for the 2024/25 financial year is \$100,000.

At the time of writing this report, \$73,050 has been allocated, leaving a remaining balance of \$26,950, pending the outcome of the *Roma Ignites* event sponsorship request to be tabled at the 12 June Council meeting.

If Council supports the *Roma Ignites* event at the requested amount of \$5,000, the remaining balance would be \$21,950.

If Council supported the RAC event at the requested amount of \$4,500, the remaining balance would be \$17,450.

Budget for RAC:

- Aerial display and CASA administrative fees - \$2000
- Transport of aircraft to and from Roma - \$2500

Work Order 19866.2571.2001 – In-kind Assistance Roma remaining balance \$8,685.02.

Timelines / Deadlines:

Event date: Saturday, 9 August 2025

Council staff would inform Council's decision following report on 19 June 2025.

Consultation (*Internal / External*):

Roma Aero Club
Airport Manager
Director – Roma (Acting)

Strategic Asset Management Implications:

(If applicable, outline changes to whole of life costs and / or level of service)

N/A

Acronyms:

Acronym	Description
RAC	Roma Aero Club
RFDS	Royal Flying Doctor Service
RAAF	Royal Australian Air Force

Addition to Operational or Corporate Plan:

Plan Description	Yes / No
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Operational	<p>Local Development and Events – Support and deliver activities that build the capacity and promote the value and contribution of volunteers.</p> <p>Local Development and Events: Encourage and build connection and participation through the delivery of events and programs across the region.</p>
Corporate	<p>Prosperity – 1.3 Tourism destination development: Number of events.</p> <p>Inclusivity – 5.5 Cultural heritage and arts promotion: Support local artists and cultural organisations through funding exhibitions and events that celebrate community heritage and diversity. Support/Develop festivals and events that promote the arts, community engagement and pride. Provide accessible and inclusive spaces for arts and cultural activities.</p> <p>Inclusivity – 5.10 Integrated recreation plan: Develop a strategy to attract and host significant events for different age cohorts.</p>

Link to Corporate Plan:

Corporate Plan 2023-2028

Corporate Plan Pillar 5: Inclusivity

5.4 Community pride

Supporting Documentation:

[1](#) Roma Aero Club - Sebastian Pollock - Sponsorship
Request - August 2025

D25/57790

Report authorised by:

Director Roma



Request for In-Kind Assistance & Sponsorship form

Do you have a great idea or event proposal that would benefit the Maranoa? Maranoa Regional Council provides financial sponsorship or in-kind assistance for initiatives that will deliver tangible and measurable benefits to Council and wider community and help make the Maranoa region a great place to live, work and do business.

Sponsorship

Application assessment

Council will evaluate the sponsorship application against a set of criteria including alignment with Council's vision, current priorities and financial allocations.

Sponsorship is limited. Due to the large volume of applications Council receives, we are not able to sponsor all applications that meet our guidelines.

Sponsorship proposals take time to consider. Thorough sponsorship assessment ensures sponsorships are planned for the benefit of both the organisation and wider community.

Category	Aim	Funding
Local Events	To attract an attendance of up to 500 people and be of interest to a local community or a small segment of the region.	Up to \$1,000
Regional Events	To attract an attendance of 500-2000 people from across the Maranoa region with the potential to attract attendees from neighbouring regions. The event will provide reasonable economic and social benefits to the region.	Up to \$2,000
Significant Events	A large-scale event potentially running longer than one day and typically involving in excess of 2000 people. The event will attract substantial visitors from outside the regional area and provide substantial economic and social benefits to the Maranoa region.	Up to \$5,000
Destination Events	To support social, cultural, industry and sporting events for the purpose of attracting overnight visitation and delivering tourism and economic benefits to the Maranoa region through increased expenditure. This would be a large-scale event potentially running longer than one day and typically involving in excess of 2000 people. This event would have the potential to attract substantial visitors from outside the regional area and provide substantial economic and social benefits to the Maranoa region.	Upon application

Please outline what program your event most aligns to:

Request for In-Kind Assistance & Sponsorship form



Timeframes

Category	Submission	Assessment	Notification to Applicant
Local Events	Received at least 20 working days prior to the event.	Assessed by relevant Officer and approved by Manager or Director.	Director approval – within 4 weeks of receipt.
Regional Events			Council consideration – within 6 weeks of receipt.
Significant Events	Received at least 12 weeks prior to the event.	Assessed by relevant Officer and approved by Council.	Within 6 weeks of receipt.
Destination Events			

Non-Financial Assistance Program

Eligible organisations (as stated in the eligibility criteria found on page 3 of Council's Community Grants, Non-Financial Assistance and Sponsorship policy) may apply for non-financial assistance, including in-kind assistance through use of Council equipment or plant and fee waivers of Council facilities. This excludes bond payments. Applications will be processed as received throughout the year.

As prescribed in the Fees & Charges Register, eligible organisations receive automatic fee waivers for the hire of Council halls, tables and chairs. The hirer is responsible for loading and transporting the tables and chairs to the event and returning them to the respective storage location post event.

Category	Value	Submission	Assessment	Notification to Applicants
In-Kind Minor	Under \$500	Fully completed submission including any required documentation, received at least 10 working days prior to the event.	Assessed by the relevant Officer and approved by a Director.	Within 10 business days of receipt.
In-Kind Major	\$500 - \$5000	Fully completed submission including any required documentation, received at least 8	Assessed by the relevant Officer and approved by a Director.	Within 4 weeks of receipt.

Request for In-Kind Assistance & Sponsorship form



		weeks prior to the event.		
	Over \$5001	Fully completed submission including any required documentation, received at least 8 weeks prior to the event.	Assessed by the relevant Officer and approved by Council.	Within 6 weeks of receipt.

Please outline the proposed date of your event:



Request for In-Kind Assistance & Sponsorship form

APPLICANT DETAILS:			
Organisation name:	Roma Aero Club		
ABN or Incorporation Registration Number, if applicable:			
Applicant name:	Sebastian Pollock		
Position in organisation:	Club member // event organiser		
Contact phone number and email address:	0427 703 702		
ACTIVITY DETAILS:			
Name of activity / event / project:	Roma Aero Club - 'Wings and Wheels'		
Start date:	09/08/2025	End date:	
Status of project/ event / activity: (Proposed or confirmed).	Confirmed.		
Describe the goals and objectives of your event / project / activity:	<p>The Roma Aero Club 'Wings and Wheels' event is to be held at the Roma Airport in conjunction with the Roma Historical Motor Club. This is a fly-in event, whereby aviators are invited to fly into the Roma Airport and display their aircraft to the public, along with owners of classic cars. The event seeks to showcase both clubs to generate interest and membership, whilst also providing an enjoyable community activity for families, with opportunities to experience aviation, whilst showcasing the WRC's airport facilities.</p>		



Request for In-Kind Assistance & Sponsorship form

Proposed event location:	Roma Airport
Is this an inaugural project/ activity/ event? (If first time, do you plan on it occurring again in the future? If it's been organised previously, how many times? Provide details).	Yes- inaugural event. Based on its success, this is an activity which we hope to repeat. A basic fly-in event was organised some years ago whereby we had a fair amount of people from neighbouring clubs. The current event includes a pending invitation to RAF for a fly-in, as well as we have for attendance by a vendor, per the application.
Is there an entry/ ticket price for guests to attend or participate? (If so, what costs are associated?)	No admission price is proposed.
How will you promote your event in order to reach your target audience?	The event is currently advertised via various social media groups and sites, including local community discussion groups, as well as those links directly to the aviation and classic car communities.
What is your estimated attendance?	Unknown.



Request for In-Kind Assistance & Sponsorship form

<p>Strategic plan of the organisation / group: (Does your organisation have a 5-year plan? Describe how your event / project / activity aligns with your strategic plan).</p>	
<p>Do you have Public Liability Insurance? (If so, please attach. If not, your event may be considered ineligible).</p>	<p>The aero club does have public liability insurance for the clubhouse and use of facilities, however, we are aware that insurance requirements are expected to be satisfied by existing coverage under the MRC's agreement with the MRC's current airport policy.</p>
<p>YOUR REQUEST</p>	
<p>What type of support are you seeking? (Financial, In-Kind, Waiver of Hire fees).</p>	<p>RAC is seeking financial assistance in order to facilitate attendance by Warplanes.com.au. This company operates WW2 aircraft at aviation and heritage events. We are seeking their attendance in order to provide a 10 minute public aerial display, as well as the provision of public adventure flights.</p>
<p>If financial, how much are you requesting from Council: (Please outline your requests clearly).</p>	<p>Total cost of attendance has been quoted at approx. \$4500, inclusive of CASA administrative fees for the provision of the aerial display. RAC is seeking funding for this amount, however we are open to any contribution possible.</p>



Request for In-Kind Assistance & Sponsorship form

<p>How will Council's contribution be spent? (Provide a budget breakdown).</p>	<p>Funding provided by council would be utilised solely to facilitate attendance by Warplanes comm au to travel to Roma from Caboolture in order to provide the aerial display as well as adventure flight opportunities for attending members of the public.</p>
<p>Total cost of the event:</p>	<p>Approx. \$45000</p>
<p>Budget breakdown of the event: (State all costs associated with this project/ event/ activity).</p>	<p>Aerial display and associated CASA administrative fees - \$2000 Expenses associated with transport of aircraft to/from Roma - \$2500</p>
<p>Have you received Council sponsorship for this project / event/ activity previously? (If so, provide details).</p>	<p>No.</p>



Request for In-Kind Assistance & Sponsorship form

<p>Have you enquired or applied for Council's Community Grants and Non-Financial Assistance Program or Regional Arts Development Fund? (If no, why not? Provide details).</p>	<p>Yes.</p>
<p>What other income will you receive? (i.e., ticket sales, other sponsorship/ grants, in-kind assistance etc).</p>	<p>As Local businesses/community groups have been engaged to provide food/drink (Lion's Club etc), it is anticipated the minimal income will be derived by the RAC, if any.</p>
<p>BENEFITS TO THE COMMUNITY AND COUNCIL</p>	
<p>Describe the benefits that your event / project / activity will provide to Council and the wider Maranoa Community:</p>	<p>This event seeks to provide an enjoyable community activity for local residents with a seldom available opportunity to experience aviation of various forms at the Roma Airport. In addition to RAAF and Warplanes coming, Life Flight and RFDS are also included in the invited aircraft operators for public display. The event provides a key opportunity to display the WRC's airport facility to local residents and aviation related visitors.</p>
<p>Describe how Council will be acknowledged in marketing and promotional material?</p>	<p>WRC will be included on all promotional materials as a 'supporting' organisation. We would also invite placement of WRC banners at various prominent locations within the event precinct.</p>

Request for In-Kind Assistance & Sponsorship form



Please ensure to include a copy of the organisation's Public Liability Insurance certificate.

DECLARATION	
<i>I understand and acknowledge this application is true and complete to the best of my knowledge. Council may refuse this application if it becomes evident that any information or supporting documents provided is incomplete or false. I approve of the information that has been provided in this application.</i>	
Name:	Seb Pollock
Signature:	
Date:	10/06/25

Please sign and return one copy to council@maranoa.qld.gov.au and retain one copy for your records.

OFFICER REPORT

Meeting: Ordinary 19 June 2025

Date: 10 June 2025

Item Number: 14.1

File Number: D25/57727

SUBJECT HEADING: Payment to Queensland Local Government Mutual - Annual Liability Insurance Contribution

Classification: Open Access

Officer's Title: Manager - Regional Facilities Management

Executive Summary:

Council has received the annual invoice from Queensland Local Government Mutual for our Liability insurance contribution, this includes Public Liability and Professional Indemnity coverage 2025/26.

Officer's Recommendation:

That Council:

1. Authorise payment to Queensland Local Government Mutual (LGM Liability), totalling **\$408,873.01** (including GST), being payment for LGM Liability Membership Contribution 2025/26 (**\$466,497.11** less annual Surplus Distribution **\$57,624.10**).
2. Authorise the Chief Executive Officer to approve the purchase order with expenditure assigned to the 2025/26 budget allocation for liability insurance.

Context (*Why is the matter coming before Council?*):

This matter is tabled for Council's consideration as the invoice value exceeds Officer's delegations (\$200,000 ex GST). Council's approval is required to form a large-sized contractual commitment that exceeds **\$200,000** ex GST.

Background (*Including any previous Council decisions*):

Council has liability insurance coverage through Local Government Mutual Liability (LGM). The Local Government Association of Queensland is the trustee of Local Government Mutual Liability and through the LGM Queensland Board of Management, oversees the administration of Local Government Mutual Liability.

Local Government Mutual Liability is entirely owned and operated by Queensland Local Government.

Maranoa Regional Council

Ordinary Meeting - 19 June 2025

Council has received its membership report from Local Government Mutual Liability. The report includes Council's premiums for the 2025/26 financial year.

For Councillors information, details of premiums paid in the 2021/22, 2022/23, 2023/24 and 2024/25 financial years are also included below.

	2025/26	2024/25	2023/24	2022/23	2021/22
Maranoa Regional Council's LGM Liability Contribution, less Surplus Distribution.	\$ 408,873.01	\$ 391,649.72	\$ 374,304.11	\$379,356.68	\$ 335,328.36

An increase of 4.3% was observed over last year's contribution.

Surplus Distribution acknowledges the scheme performance, investment returns and impact on LGM's accumulated financial reserves. A \$4.45 million Surplus Distribution was declared by the LGAQ as Trustee in 2025, the surplus was distributed to all LGM members.

The Surplus Distribution has reduced the final contribution amount payable to LGM by \$57,624.10, for the 2025/26 financial year.

Limits of the suite of covers provided:

LGM Liability Covers	Limit of Indemnity
Public Liability	\$600 million each claim
Products Liability	\$600 million in the aggregate each Member
Professional Indemnity	\$600 million in the aggregate each Member
Councillors & Officers Liability	\$10 million in the aggregate each Member
Employment Practices Liability	\$2 million in the aggregate each Member
Cyber Liability	\$5 million in the aggregate each Member
Casual Hirers Liability	\$10 million (\$20 million automatic increase)

For the 2024/25 cover period, Council increased its cyber liability aggregate limit to a total of \$5m, this consisted of an excess layer of \$3m on top of the LGM standard limit of \$2m, this was a recommendation from the audit committee.

LGM has confirmed that for the 2025/26 cover period, an increase to their standard cyber liability aggregate limit of indemnity to \$5m. This has directly resulted in approximately \$26,530 saving for the upcoming years contribution.

Supplementary Liability Covers:

Supplementary Liability Covers	Limit of Indemnity
Airport Owners / Operators Liability	\$200 million any one occurrence Roma Airport \$50 million any one occurrence Surat Airstrip \$50 million any one occurrence Mitchell Airstrip \$50 million any one occurrence Injune Airstrip
Councillors & Officers Liability	\$10 million – Total being \$20 million in the aggregate each Member

Council has received its maximum rebate (\$8,654.86) for submitting its risk management documentation in full. This documentation is collated and submitted by Council's Regional Facilities (Land, Buildings and Structures) Department.

Options Considered:

Nil

Recommendation:

That Council:

1. Authorise payment to Queensland Local Government Mutual (LGM Liability), totalling **\$408,873.01** (including GST), being payment for LGM Liability Membership Contribution 2025/26 (**\$466,497.11** less annual Surplus Distribution **\$57,624.10**).
2. Authorise the Chief Executive Officer to approve the purchase order with expenditure assigned to the 2025/26 budget allocation for liability insurance.

Risks:

Risk	Description of likelihood & consequences
Financial	The financial implication of not having insurance could be catastrophic to the business.

Policy and Legislative Compliance:

Local Government Act 2009

Part 3 – Financial planning and accountability

S 107 Insurance

- (1) A local government must maintain the following insurance—
- (a) public liability insurance;
 - (b) professional indemnity insurance.

The LGAQ as Trustee of Local Government Mutual Liability sought legal advice in relation to current and future scheme members need to comply with the default contracting procedures (contained in Chapter 6 of the *Local Government Regulation 2012* before renewing their membership or becoming a new member of the scheme).

Advice received: The advice does not consider that the payment of a membership contribution by a Council, to the mutual scheme, amounts to a contractual

arrangement for the support of goods and services in the manner contemplated by the default contracting procedures. As such the advice argues that there is no need for Councils to comply with the default contracting provisions of the Regulation, before becoming a member of the scheme or renewing their membership of the scheme.

A local government may enter into a large sized contractual arrangement without first inviting written quotes or tenders if the contract is made with, or under an arrangement with, a government agency (s235(f) *Local Government Regulation 2012*). In approving the recommendation, Council will be paying a government agency; therefore, a quote/tender process is not required.

Budget / Funding (*Current and future*):

2025/26 - \$408,873.01 – Costed to GL 2490.2322

Timelines / Deadlines:

Annual contribution due on 30 June 2025.

Consultation (*Internal / External*):

Director – Regional Economic Development and Planning
Director – Corporate Services
Internal Stakeholders for completion of the annual questionnaires.

Strategic Asset Management Implications:

(If applicable, outline changes to whole of life costs and / or level of service)

Nil

Acronyms:

Acronym	Description
LGAQ	Local Government Association of Queensland
LGM	Queensland Local Government Mutual

Addition to Operational or Corporate Plan:

Plan Description	Yes / No
Operational	No
Corporate	No

Link to Corporate Plan:

Corporate Plan 2023-2028
Corporate Plan Pillar 3: Connectivity
3.1 Quality, fit-for-purpose strategic facilities

Supporting Documentation:

- | | | |
|---|--|-----------|
| 1 | Maranoa - LGM Liability - Certificate of Currency 2025-26 | D25/55630 |
| 2 | Maranoa - LGM Liability - Complete membership contribution notice pack 2025-26 | D25/55645 |

Report authorised by:

Director - Regional Development, Environment & Planning



2 June 2025

Attention: Chief Executive Officer
Maranoa Regional Council

Queensland Local Government Mutual
ABN 48 871 511 808

Managed by
JLT Risk Solutions Pty Ltd
ABN 69 009 098 864

27 Evelyn Street
Newstead QLD 4006
PO Box 2321
Fortitude Valley BC QLD 4006

Direct: +61 7 3000 5532
Mobile +61 447 963 247
Email Emma.VanKalken@jlta.com.au

Certificate of Currency

Coverage Class:	Public Liability, Products Liability and Professional Indemnity						
Member Name:	Maranoa Regional Council						
Additional Name(s):	N/A						
Coverage Expiry Date:	30 June 2026						
Situation:	Worldwide excluding USA & Canada						
Interest:	<p>Legal liability to third parties;</p> <ul style="list-style-type: none"> for Personal Injury and/or Damage to Property caused by an occurrence and/or, arising out of any negligent act, error or omission whenever or wherever the same was or may have been committed or alleged to have been committed by the Member, <p>in connection with, or in the conduct of, the Member's business.</p>						
Limit of Indemnity:	<table border="0"> <tr> <td>Public Liability:</td> <td>\$600,000,000</td> </tr> <tr> <td>Products Liability:</td> <td>\$600,000,000 in the aggregate</td> </tr> <tr> <td>Professional Indemnity:</td> <td>\$600,000,000 in the aggregate.</td> </tr> </table>	Public Liability:	\$600,000,000	Products Liability:	\$600,000,000 in the aggregate	Professional Indemnity:	\$600,000,000 in the aggregate.
Public Liability:	\$600,000,000						
Products Liability:	\$600,000,000 in the aggregate						
Professional Indemnity:	\$600,000,000 in the aggregate.						
Deductible:	\$7,500						
Coverage Provided By:	Queensland Local Government Mutual (LGM Liability)						
Reference Number:	MARANO000233						
Special Provisions:	N/A						

This certificate of currency provides a summary of the cover and is current on the date of issue. It is not intended to amend, extend, replace or override the terms and conditions contained in the actual coverage documents. This certificate of currency is issued as a matter of information only and confers no rights upon the certificate holder. We accept no responsibility whatsoever for any inadvertent or negligent act, error or omission on our part in preparing these statements or in transmitting this certificate by email or for any loss, damage or expense thereby occasioned to any recipient of this letter.

Yours faithfully,

Emma van Kalken
Senior Liability Consultant



2 June 2025

Chief Executive Officer
Maranoa Regional Council
PO Box 42
MITCHELL Qld 4465

Queensland Local Government Mutual
ABN 48 871 511 808

Managed by
JLT Risk Solutions Pty Ltd
ABN 69 009 098 864

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Newstead QLD 4006

PO Box 2321
Fortitude Valley BC QLD 4006
Tel +61 7 3000 5555
Direct +61 7 3000 5519
Mobile +61 418 430 174
Fax +61 7 3000 5550
Email Jenny.Dooley@jlta.com.au

LGM LIABILITY MEMBERSHIP 2025/26

The LGM Queensland Board of Management has established membership contributions and supporting liability cover arrangements for the 2025/26 period. Specifics of the LGM Liability membership arrangements along with the covers, risk management and other services available to Members are detailed below and in the attached invoice and certificate of currency.

For over 30 years, LGM Liability has provided stability in availability, cost and consistency in all risk solutions and initiatives.

From commencement, the focus of the mutual scheme has been to support Members to best manage their risks. This remains a key element in the success of the mutual. Members are supported in pursuing best practice risk management not only in the liability risks that are covered but also the broader enterprise wide risk. This encompassing approach places Members in the best position to pursue their goals while reducing the impact or completely avoiding negative consequences.

The continual efforts of LGM Liability Members to manage risk directly impacts the number and cost of claims and the ability to negotiate favourable supporting insurance arrangements. This in turn positively and directly influences membership contribution levels. LGM Liability has been recognised by various stakeholders, including the supporting insurance underwriters, as being an advanced and positive opportunity that is worthy of support.

The general market naturally has implications for necessary and prudently required supporting insurance. However it remains important to recognise that LGM Liability has been deliberately structured as a member-owned mutual vehicle to:

- ensure long term availability of coverage
- ensure long term stability and sustainability of cost
- better understand and manage risks faced by the sector
- provide unrivalled value to Members.

The LGAQ as Trustee has declared a significant surplus distribution this year of \$4.45 million to be distributed to all continuing Members in proportion to Member contributions. This has been made possible by the ongoing commitment of Members to both the LGM Liability mutual as well as continuous improvement to their individual and collective management of risk.

This notice demonstrates that your mutual has proven, over a long period of time, to be a superior alternative to the commercial insurance market across cover, cost and services.

Thank you for your continued support and membership of LGM Liability.



LGM LIABILITY MEMBERSHIP UPDATE

Membership of LGM Liability has remained stable since inception in 1994. The LGW / LGM Annual Report for 2023/24 confirms that LGM continues to perform well financially.

The discretionary cover provided pursuant to your LGM Liability membership remains comprehensive and tailored to local government requirements.

LGM Liability remains committed to supporting Members in the management of not only these liability specific risks but the underlying broader enterprise risks. There are significant resources and support available to Members to enable them to assess and continually improve their risk management maturity.

The Risk & Resilience Coordinators continue to work with each member Council to undertake risk management maturity assessments. The assessments utilise a collaborative and local government specific approach to enable Members to understand their risk management maturity and identify practical, achievable and actionable opportunities for improvement in a way that reflects their individual priorities and needs. The assessment and recommendations are documented through a tailored report that is developed in consultation with Member representatives. This offering is provided as part of your membership and would otherwise come at significant cost to each Member if undertaken by a consultant.

The annual LGM Risk Self-Assessment enables Members to review their policies and procedures and receive clear examples of ways to embed further improvement where appropriate, controls across the three major locations involved in public liability claims and benchmark against other Qld Councils. A personalised report is prepared for each participating Council with specific guidance on improvement options and best practice risk management. Member Councils also receive the benefit of participation and performance rebates that reduce their overall membership contribution.

Responsive to cyber specific risks, the annual JLT Public Sector Top Cybersecurity Controls Review provides a snapshot of each Member's current cyber risk maturity along with opportunities for development. The LGM Information Security Management Systems Guideline and LGM Incident Response Management Guideline have also been made available to assist Members as they review their internal policies.

LGM Liability remains committed to assisting Members in managing their cyber liability risk exposures and will continue to develop tailored initiatives to assist Members.

The LGMS mutuals, including LGM Liability, are working to navigate the impacts of climate change in the context of their activities and have developed a Climate Resilience Strategy to guide this approach. LGM Liability continues to provide relevant and appropriate Climate Resilience support to assist its Members in navigating and responding to these risks.

This intense focus on best practice risk management, which commenced during the first year of LGM's operation, continues to be developed and enhanced.

COMMERCIAL LIABILITY INSURANCE ENVIRONMENT

There continues to be increased interest from new and existing insurance markets to grow their liability portfolios.

While this has created more capacity in the market, the interest remains very focussed on favourable risks. Underwriters are seeking detailed information on both claims and management of risk by covered persons to demonstrate why a placement is different and worthy of their support. A failure to provide compelling evidence can lead to a default to usual insurance market assumptions and less positive terms.

Detailed claims analysis and explanation of trends being seen within the portfolio shows the experience and what is driving claims. An outline of the risk strategy and how this is mitigating number and cost of claims is also an essential element.

There remains a focus on the management of underlying risks including ESG (environmental, social and governance), catastrophic exposures such as dams, land use planning and development, as well as emerging risks including artificial intelligence and electric vehicles.

By providing this clarity of the entire exposures and demonstration of Members' focus in managing that risk, LGM Liability is able to achieve more favourable results on behalf of Members in terms of pricing and level of cover than would be offered on an individual basis.

SUPPORTING INSURANCE PROGRAMS

By acting cooperatively for over 30 years, LGM Liability has:

- adopted a \$1 million self-insured retention for the public liability and professional indemnity covers and enabled collective engagement of Queensland local government with supporting insurance markets to achieve best outcomes possible
- avoided direct dependence upon the commercial public liability insurance market and its volatility in respect of availability and cost and need to satisfy the profit requirements of commercial insurer shareholders
- obtained further benefit by acting in concert with each of the state based local government liability schemes to purchase supporting public liability and professional indemnity excess layer cover
- achieved increased and enhanced cover with liability cover
- ensured certainty about future programs.

LIABILITY COVERS

Limits for the suite of covers provided for each LGM Liability Member are:

LGM LIABILITY COVERS	LIMIT OF INDEMNITY
Public Liability Products Liability Professional Indemnity	\$600 million each claim \$600 million in the aggregate each Member \$600 million in the aggregate each Member
Councillors & Officers Liability Employment Practices Liability	\$10 million in the aggregate each Member \$2 million in the aggregate each Member
Cyber Liability	\$2 million in the aggregate each Member
Casual Hirers Liability	\$10 million (\$20 million automatic increase)

Examples of key enhancements to the cover provided pursuant to LGM Liability membership in recent years include:

- Liability cover arising from a Member's ownership or operation of pontoons and jetties regardless of length of the infrastructure.
- Cyber Liability being provided as a core cover. The cost of this cover was provided to Members in the first year at no additional membership contribution and was then funded on a sliding scale for the following 3 years.
- Member liability arising from their operation of airports and aerodromes.
- Member liability arising from their operation of Remotely Piloted Aircraft (RPA) as permitted by and on the basis of compliance with Civil Aviation Safety Authority (CASA) Regulations and a 500 metre height restriction.
- Electrical Contractor Consumer Protection liability cover where needed by Members to satisfy statutory requirements.

A range of supplementary covers can also be arranged on behalf of Members where required including:

SUPPLEMENTARY COVERS
Councillors & Officers Liability for limits in excess of \$10 million
Cyber Liability for limits in excess of \$2 million
Pollution Legal Liability (environment / effluent reuse)
Uninsured Community Groups
Stallholders, Buskers and Artists Liability

CLAIMS SERVICES

LGM Liability provides a unique claims management service which continues to develop processes to involve levels of consultation with Members which are not available from commercial insurers.

The claim services are delivered by

- a sophisticated and dedicated liability specialised team
- with high levels of relevant legal and risk industry qualifications, expertise and experience
- committed to Queensland local government demonstrated by long periods of involvement
- who continue to be based here in Queensland.

CLAIM NOTIFICATIONS

Please note that any matter that you are aware of or which you should reasonably be aware of for one of the 'claims made' covers should be notified to LGM by 30 June 2025. The claims made liability covers are Professional Indemnity, Councillors & Officers Liability, Employment Practices Liability and Cyber Liability.

RISK MANAGEMENT SERVICES

The LGM Risk Management Service continues to provide access to:

- technical yet practical liability risk management advice and materials, including the development and release of new and reviewed Guides each year
- organisation wide Enterprise Risk Management (ERM) guidance and support, including risk management maturity assessments
- the ongoing assistance of the LGMS Risk & Resilience Coordinators who partner at a strategic level with Councillors and senior officers to encourage ERM and respond to requirements of regulatory authorities including the Department of Local Government and the Queensland Audit Office
- JRS, an internet based risk management tool.

LGM GOVERNANCE

As one of the three LGMS mutuals, LGM Liability has a robust governance framework which ensures that it operates effectively, remains accountable and is able to achieve its objectives. The LGM governance framework structures include:

- LGAQ trusteeship. As Trustee the LGAQ is bound by its fiduciary duty to act only in the interests of the scheme's beneficiaries, that being the Members, formalised through a Trust Deed.
- Board oversight. The LGM scheme is directed by a Board of Management comprised of current elected members, senior representatives of local government and legal and industry specialists. Each board member comes with significant direct local government experience.
- Developed policies which are reviewed on an annual basis relating to risk management, corporate governance, capital management, investments, Member contributions, related party disclosures and delegations.
- The provision to Members of detailed financial statements by way of an Annual Report which is subject to audit by the Queensland Audit Office each year.

Members may at any time direct governance queries directly through to the LGAQ as scheme Trustee.

MEMBERSHIP CONTRIBUTIONS

When setting the LGM Liability membership contributions for 2025/26, the Board have taken into account:

- a positive actuarial claim forecast
- organic growth in legal liability exposures due to population and CPI increases
- the increased cost of the supporting insurance program
- anticipated future investment returns
- the desire to maintain and protect the financial stability enjoyed by LGM Members
- equity between Members with contributions consistent with Members' respective liability exposures and claims experiences
- application of a cap to protect individual Members against significant fluctuations.

RISK MANAGEMENT REBATE

The results of the annual LGM Risk Self-Assessment Survey results are being collated and will be communicated to participating Members.

Member Councils were again encouraged to complete the self-assessment, as it provides a process to review risk management systems and processes against recommended practice and identify opportunities and priorities for improvement.

Participation is voluntary with a 1% participation rebate for participating Members. A further 1% performance rebate is applied where the results exceed the previous year's Scheme average.

Rebates are reflected in your contributions where available.

SURPLUS DISTRIBUTION

A \$4.45 million surplus distribution has been declared by the LGAQ as Trustee that will be distributed to all ongoing Members:

- which acknowledges the continuing positive scheme performance, investment returns and its impact on the strength of LGM's accumulated financial reserves
- while maintaining financial reserves based on APRA prudential requirements and avoiding volatility in the various elements of the liability environment, and
- planning for future cost stability in membership contributions.

This distribution to Members continues to demonstrate benefits arising from mutual ownership, which allow operating surpluses to be retained for the benefit of Members (rather than insurance company shareholders) and where appropriate distributed to Members in the form of financial dividends and expanded covers and services.

YOUR MEMBERSHIP CONTRIBUTION 2025/26

The resulting membership contribution and surplus distribution will be:

LGM LIABILITY MEMBERSHIP CONTRIBUTION 2025/26	
Membership contribution	\$432,743.14
Risk management rebate	(\$8,654.86)
Membership contribution invoice (excl GST)	\$424,088.28
GST	\$42,408.83
Membership contribution invoice (incl GST)	\$466,497.11
Surplus distribution	(\$57,624.10)
FINAL AMOUNT PAYABLE (incl GST)	\$408,873.01
FINAL AMOUNT PAYABLE (excl GST)	\$366,464.18

STAMP DUTY

As LGM Liability is a mutual liability scheme, it is confirmed that no stamp duty has been applied to the Council's membership contributions.

LGM LIABILITY STRENGTHS AND CAPACITIES

LGM Liability continues to exist for the sole purpose of benefiting Queensland local government by providing effective and appropriate coverage for the legal liability of Members with a long term goal of achieving cost stability and minimising the impacts of volatility experienced in the general insurance and financial sectors.

LGM Liability continues as:

- a body entirely owned and operated by Queensland local government
- with ongoing almost universal membership
- which exists for the sole purpose of benefiting local government by providing effective and appropriate coverage for the legal liability of Members
- achieving best possible outcomes in risk management, claims and supporting insurance outcomes and ultimately financial stability
- with the ultimate tangible manifestation of these benefits being the retention of operating surpluses and the ongoing development of additional risk related services.

LGM has a proven track record of achieving the goals to:

- avoid direct dependence on the commercial insurance market (which continues to be characterised by volatility in availability and cost)
- provide effective and appropriate cover for liability risks tailored to the needs of local government
- provide consistent and stable annual contributions as a result of long term strategic capacity
- have a complete understanding of local government risks
- adopt a strategic rather than transactional approach
- provide a broad service offering – more than just liability cover
- provide a superior claims service with a consistent approach to claims management as well as financial data management
- support an intensive targeted collective approach to risk improvement which will lead to reduced costs and better outcomes for LGM Liability and its Members.

Details of the covers provided pursuant to LGM Liability membership including all relevant complete Wordings and Risk Management materials can be found on the [LGMS Member Centre](#) website.

Should you require any further information or wish to discuss any aspect, please contact the LGM Liability team to discuss.

Yours faithfully,



Ian Leckenby
Chair, LGM Board of Management

Encl



2 June 2025

Attention: Chief Executive Officer
Maranoa Regional Council

Queensland Local Government Mutual
ABN 48 871 511 808

Managed by
JLT Risk Solutions Pty Ltd
ABN 69 009 098 864

27 Evelyn Street
Newstead QLD 4006
PO Box 2321
Fortitude Valley BC QLD 4006

Direct: +61 7 3000 5532
Mobile: +61 447 963 247
Email: Emma.VanKalken@jlta.com.au

Certificate of Currency

Coverage Class:	Public Liability, Products Liability and Professional Indemnity
Member Name:	Maranoa Regional Council
Additional Name(s):	N/A
Coverage Expiry Date:	30 June 2026
Situation:	Worldwide excluding USA & Canada
Interest:	Legal liability to third parties; <ul style="list-style-type: none">• for Personal Injury and/or Damage to Property caused by an occurrence and/or,• arising out of any negligent act, error or omission whenever or wherever the same was or may have been committed or alleged to have been committed by the Member, in connection with, or in the conduct of, the Member's business.
Limit of Indemnity:	Public Liability: \$600,000,000 Products Liability: \$600,000,000 in the aggregate Professional Indemnity: \$600,000,000 in the aggregate.
Deductible:	\$7,500
Coverage Provided By:	Queensland Local Government Mutual (LGM Liability)
Reference Number:	MARANO000233
Special Provisions:	N/A

This certificate of currency provides a summary of the cover and is current on the date of issue. It is not intended to amend, extend, replace or override the terms and conditions contained in the actual coverage documents. This certificate of currency is issued as a matter of information only and confers no rights upon the certificate holder. We accept no responsibility whatsoever for any inadvertent or negligent act, error or omission on our part in preparing these statements or in transmitting this certificate by email or for any loss, damage or expense thereby occasioned to any recipient of this letter.

Yours faithfully,

A handwritten signature in black ink, appearing to read 'Emma van Kalken', is written over a light blue horizontal line.

Emma van Kalken
Senior Liability Consultant



Maranoa Regional Council
PO Box 1328
ROMA QLD 4455

Statement

Queensland Local Government Mutual
ABN 48 871 511 808
Managed by
JLT Risk Solutions Pty Ltd
ABN 69 009 098 864
27 Evelyn Street
NEWSTEAD QLD 4006
PO Box 2321
Fortitude Valley BC QLD 4006
Tel +61 7 3000 5555
Fax +61 7 3000 5550
www.lgms.jlta.com.au

Month **JUNE 2025**
Member Code 092-MARANORC
Date 03/06/2025

DATE	REF NO	COVER DETAILS	MEMBER	AMOUNT	OUTSTANDING	DUE BY
02/06/2025	092-105557	Local Government Liability	LGM Master Client	57,624.10CR	57,624.10CR	
02/06/2025	092-105601	Professional Indemnity-Public Liability	Maranoa Regional Council	466,497.11	466,497.11	30/06/2025
Balance Due					\$408,873.01	

Includes cash received up to 03/06/2025. Please disregard this statement if you have already sent payment.

PAYMENT OPTIONS

PAY IN FULL NOW	
Total Due AUD \$408,873.01	
EFT ONLY	Bank: ANZ Banking Group Ltd Account Name: Queensland Local Govt Mutual (LGM Liability) BSB: 014-245 Account: 837322706 Ref: 092-MARANORC Email Remittance to: QLDaccounts@jlta.com.au



Maranoa Regional Council
PO Box 1328
ROMA QLD 4455

Tax Invoice

Queensland Local Government Mutual
ABN 48 871 511 808
Managed by
JLT Risk Solutions Pty Ltd
ABN 69 009 098 864
27 Evelyn Street
NEWSTEAD QLD 4006
PO Box 2321
Fortitude Valley BC QLD 4006
Tel +61 7 3000 5555
Fax +61 7 3000 5550
www.lgms.jlta.com.au

Invoice No. **092-105601**
Date 2 June 2025
Our Ref 000242
Member Code 092-MARANORC
Member Maranoa Regional Council
Cover **Professional Indemnity-Public Liability**
Period 30/06/2025 to 30/06/2026
Situation Anywhere in Australia
Trust Queensland Local Government Mutual

ACCOUNT MANAGER/S

Jenny Dooley +61 7 3000 5519
Emma Van Kalken +61 7 3000 5532

Contribution	424,088.28
GST	42,408.83

TOTAL DUE	AUD \$466,497.11
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PAYMENT OPTIONS

PAY IN FULL NOW

Total Due AUD \$466,497.11 by 30/06/2025

EFT ONLY Bank: ANZ Banking Group Ltd
Account Name: Queensland Local Govt Mutual (LGM Liability)
BSB: 014-245
Account: 837322706
Ref: 092-MARANORC
Email Remittance to: QLDaccounts@jlta.com.au



Invoice # 092-105601
Our Ref # ROMA000222
Maranoa Regional Council

INFORMATION RELATING TO YOUR INVOICE AND OUR SERVICES

If you are registered for GST purposes, your input tax credit entitlement is, or is based on, the GST amount shown. In accordance with the GST law, the GST amount will be less than 1/11th of the total amount payable. This document will be a tax invoice for GST when you make a payment.

FINANCIAL SERVICES GUIDE (FSG)

For important information about us and the services we provide go to <https://www.marsh.com/au/financial-services-guide.html> to download the Marsh Financial Services Guide. You should read it carefully and make sure you understand it. If there is anything in the FSG that you do not understand, please contact us.



Invoice # 092-105601
Our Ref # ROMA000222
Maranoa Regional Council

IMPORTANT INFORMATION - MUTUAL RISK PRODUCTS

LGM QUEENSLAND (THE SCHEME) - STATUTORY NOTICE

Queensland Local Government Mutual (LGM Queensland) incorporating LGM Liability and LGM Assets is a Managed Investment Scheme and Mutual Risk Product as defined by ASIC under the Corporations Act 2001 (Cth) and is neither authorised under, nor subject to, the provisions of the Insurance Act 1973 (Cth). LGM Queensland is not a product regulated by APRA. The future liabilities of LGM Queensland are estimated based upon procedures which are supported by both independent legal and actuarial experts. Specific financial provisions for late reported claims (IBNR) and future claim developments plus a prudential risk margin are maintained in LGM Queensland. These provisions are amounts in addition to specific claim estimates.

The LGM Queensland Board has established financial targets to ensure that adequate financial resources are available to discharge future liabilities and make future payments. This is achieved via a combination of financial management strategies which may include purchasing reinsurance, developing risk margins and retaining surplus funds. The LGM Queensland Board reviews the operating financial statements at regular intervals and an independent audit occurs annually with its findings reported to members.

The LGM Queensland trust deeds and scheme rules are the primary documents which govern the operation of the Schemes. Wordings for each Scheme (LGM Liability and LGM Assets) are issued as a guide as to the terms under which a claim will be considered and settled. Go to <https://lgms.jlta.com.au/> for a copy of the LGM Queensland trust deeds and scheme rules.

CHANGE OF RISK OR CIRCUMSTANCES

Please tell us about any changes to your circumstances or business, such as any alteration of risk, location changes, new or changed business activities, as they could affect your cover.

UNREPORTED LOSSES

Please let us know whether there are any losses which have occurred that have not been reported to us, whether you intend making a claim or not.

NEW CLAIMS

Any terms provided to you are based on the understanding that there will be no deterioration in the claims experience (or change in the underwriting information) between the date terms are quoted and the inception date of the cover. If changes do occur during this period, the terms quoted may be revised or even withdrawn.

FINANCIAL SERVICES GUIDE (FSG)

For important information about us and the services we provide go to www.jltpublicsector.com/financial-services-guide.html to download the JLT Public Sector Financial Services Guide. You should read it carefully and make sure you understand it. If there is anything in the FSG that you do not understand, please contact us.

PRIVACY POLICY

We value your privacy and are committed to handling your personal information in accordance with the Australian Privacy Principles and Privacy Act. Full details of how we collect, hold, use and disclose personal information is detailed in our Privacy Policy available online at <https://www.jltpublicsector.com/privacy-policy.html>. Contact your Account Manager if you require a copy, or email privacy.australia@marsh.com.

RECEIVING INFORMATION ABOUT OTHER PRODUCTS AND SERVICES

We may, from time to time, offer you information about products and services which may be of interest to you. Please notify us if you do not wish to receive such additional information.

COMPLAINTS PROCEDURES

If you are dissatisfied with our service in any way, in the first instance, please contact the Account Manager servicing your account or our Complaints Officer on 61 3 9603 2338 or email complaints.australia@marsh.com. A more detailed explanation of our complaints procedures can be found in our Financial Services Guide.

If you require a further explanation of the above information, please contact us immediately.



Invoice # 092-105601
 Our Ref # ROMA000222
 Maranoa Regional Council

MEMBER	Maranoa Regional Council	
PERIOD OF COVER	From:	30 June 2025 at 4 PM Local Time (QLD).
	To:	30 June 2026 at 4 PM Local Time (QLD).
COVER PROVIDED BY	Queensland Local Government Mutual (LGM Liability)	
LIMIT OF LIABILITY AND DEDUCTIBLES	Broadform Liability	
	Public Liability Limit of indemnity	\$600,000,000
	Products Liability Aggregate Limit of indemnity	\$600,000,000
	Professional Indemnity Aggregate Limit of indemnity	\$600,000,000
	Deductible \$7,500	
	Councillors & Officers Liability	
	Aggregate Limit of indemnity	\$10,000,000
	Deductible \$15,000	
	Employment Practices Liability	
	Aggregate Limit of indemnity	\$2,000,000
	Deductible 10% of loss	
	subject to minimum \$15,000 and maximum \$50,000	
	Cyber Liability	
	Aggregate Limit of indemnity	\$2,000,000
	Automatic Reinstatement	Yes
	Deductible for business interruption 12 hours	
	Deductible as per schedule for all other	\$25,000
	Casual Hirers Liability	
	Public Liability Limit of indemnity	\$10,000,000
	Products Liability Limit of Indemnity (per occurrence)	\$10,000,000
	Deductible \$2,000	
RISK MANAGEMENT REBATE	Membership contribution includes Risk Self-Assessment participation rebate (1%): \$4,327.43 performance rebate (1%): \$4,327.43	



Maranoa Regional Council
PO Box 1328
ROMA QLD 4455

Credit \ Adjustment Note

Queensland Local Government Mutual
ABN 48 871 511 808
Managed by
JLT Risk Solutions Pty Ltd
ABN 69 009 098 864
27 Evelyn Street
NEWSTEAD QLD 4006
PO Box 2321
Fortitude Valley BC QLD 4006
Tel +61 7 3000 5555
Fax +61 7 3000 5550
www.lgms.jlta.com.au

Credit Ref. **092-M000143**
Date 2 June 2025
Our Ref 000274
Member Code 092-MARANORC
Member LGM Master Client
Cover Ref No. Equity Distribution
Cover **Local Government Liability**
Period 30/06/2025 to 30/06/2026
Situation Australia
Trust Queensland Local Government Mutual

ACCOUNT MANAGER/S

Jenny Dooley +61 7 3000 5519
Emma Van Kalken +61 7 3000 5532

Contribution	57,624.10
GST	0.00

TOTAL CREDIT	\$57,624.10
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NO PAYMENT IS REQUIRED ON THIS CREDIT NOTE

A Surplus Distribution has been declared and applied to reduce the 2025/26 membership contribution invoice amount.

CREDIT \ ADJUSTMENT NOTE

LGM QUEENSLAND
PO Box 2321
Fortitude Valley BC
QLD 4006

Credit Ref. 092-M000143
Client Code 092-MARANORC
Our Ref. 000274
Date 02/06/2025
Total Credit **\$57,624.10**

Printed 6/2/2025 MORE1 001

PLANNING & BUILDING DEVELOPMENT REPORT

Meeting: Ordinary 19 June 2025

Date: 9 June 2025

Item Number: 14.2

File Number: D25/57044

SUBJECT HEADING: Development Application Material Change of Use
"Dwelling House" (Domestic Outbuilding) - 5
Spencer Street, Roma (Ref:2025/21456)

Classification: Open Access

Officer's Title: Planning Officer

Executive Summary:

Langos Construction on behalf of the property owner JE & J Hetherington, have submitted an application for a Material Change of Use "Dwelling House" (Domestic Outbuilding) located at 5 Spencer Street, Roma being **Lot 13 on R8610** (the subject premises).

The applicant seeks formal approval for the existing **52.5m²** garage, which forms part of the current **120m²** structure on site. In addition, approval is sought for a proposed **57m²** extension to the western side of the carport. This would result in a total domestic outbuilding area of **177m²** on the property.

Officer's Recommendation:

The application for a Material Change of Use "Dwelling House" (Domestic Outbuilding) on land situated at 5 Spencer Street, properly described as Lot 13 on R8610, be approved **in part**, subject to the listed conditions and general advice.

DEVELOPMENT DETAILS

Use

1. The approved development is a Material Change of Use - "Dwelling house" (Domestic outbuilding) as defined in the *Planning Regulation 2017* and as shown on the approved plans.
2. The use of the approved Domestic Outbuilding must be for residential storage purposes only. Parking or storage of vehicles or equipment associated with a commercial or industrial activity is not an approved use.
3. The approved Domestic Outbuilding is a non-habitable building and must not be used for residential occupation.
4. A development permit for building works must be obtained prior to commencing construction of the outbuilding.

Approved plans and documents

5. The approved development is to be carried out in accordance with the following approved plans/documents and subject to approvals 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
	Proposed Site Plan (amended in red by Council)	n.d.
14-6963-S02, Rev G	Footings, Slab Plans & Details	May 2023
14-6963-S04, Rev G	Framing Elevations & Roof Truss Details	May 2023

Development works

6. 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.
7. 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).

Compliance inspection

8. All conditions relating to the establishment of the approved development must be fulfilled prior to the approved use commencing, unless otherwise noted in these conditions.
9. Prior to the commencement of the use, the applicant shall contact Council to arrange a development compliance inspection.

Building size

10. The approved development is limited to a maximum combined floor area of 120m².

Building design and siting

11. All setbacks on the approved plans are to be measured to the outer most projection of the approved building.

12. The approved development must not exceed 3.67m in height (measured to the highest point i.e. roof pitch) above the building pad/s. The height of the building pad shall be no more than what is reasonably required to prevent stormwater from ponding and must not exceed 300mm above existing ground level.

Note: The existing ground level is taken to be the level of the ground prior to the progression of any works on the premises.

13. The outbuilding must be maintained in good repair and have no visual rust marks.
14. Building materials and surface finishes must be predominantly within the colour range and style of the surrounding built and natural environment to blend with the local landscape and surrounding residential development.

Note: Suitable materials include Colorbond or similar.

Applicable Standards

15. 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.

Access, parking and manoeuvring

16. The landowner is responsible for providing and maintaining vehicle access to the site from the road carriageway to the property boundary. Should any damage be caused to Derry Street at the existing access location, it is the landowner's responsibility to ensure this is reinstated. Any repair works are to be undertaken in consultation with Council and at the landowner's expense.

Avoiding nuisance

17. No 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 the establishment of the approved development.
 18. 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.
-

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

Stormwater and drainage

20. Stormwater from the building is to be collected and discharged so as to:
- a) protect the stability of buildings and the use of adjacent land;
 - b) prevent waterlogging of nearby land;
 - c) protect and maintain environmental values; and
 - d) maintain access to reticulated infrastructure for maintenance and replacement purposes.
21. The development must not result in any ponding of stormwater on the property during construction or after the development has been completed.

Erosion control

22. Erosion control and silt collection measures must be undertaken as necessary during construction to maintain the quality of stormwater runoff from the development site and prevent any environmental harm.

No cost to Council

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

Latest versions

24. 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 commencement of the development works, unless a regulation or law requires otherwise.

Application documentation

25. It is the developer's responsibility to ensure that all entities associated with this Development Approval have a legible copy of the Decision Notice, Approved Plans and 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 this Planning Scheme.
- d) Under the Planning Scheme a **"Dwelling house"** means a residential use of premises involving –
 - (i) 1 dwelling for a single household and any domestic outbuildings associated with the dwelling; or
 - (ii) 1 dwelling for a single household, a secondary dwelling, and any domestic outbuildings associated with either dwelling.
- 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) 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.
- g) Any civil engineering and related work shall be designed and supervised by Registered Professional Engineers of Queensland (RPEQ) who are competent in the construction of the works.
- 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 development.
- i) 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.

- (a) The further 57m² extension to the western side of the existing structure be refused due to;
- The approval of the proposed extension will add further non-compliance with the Assessment Benchmarks in the Maranoa Planning Scheme 2017.
 - With the western side extension, the proposed outbuilding is to be significantly larger than the accepted Outbuilding Size within the General Residential Zone.
 - The originally approved Carport was conditioned to be a maximum **52.5m², 600mm offset the existing Garage** and the applicant has not provided sufficient justification to support a 177m² shed in the General Residential Zone.

Context:

The proposed development does not comply with the Assessment benchmarks in the Maranoa Planning Scheme.

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

Background:

Site Characteristics

The subject site is comprised of one regular shaped allotment having a total site area of 2031m². Located within the General Residential Zone of the Maranoa Planning Scheme 2017, the site has frontage to Spencer Street along the eastern property boundary. The site has existing constructed access to the road network. The site locality and zoning are shown below in Figure 1.

Approval History

- 4 March 2024 - Council issued a Building Approval for the construction of a Domestic Outbuilding (Carport) on the subject site with an area of 52m². At the time, the carport did not approval under the Planning Scheme as the carport was proposed to be 600mm from the existing garage and therefore being a standalone structure under the accepted size within the General Residential Zone Code of the Marana Planning Scheme 2017.
- 7 May 2024 – Lango's Construction Pty Ltd and Councils Planning Team discussing the possibility of an extension to the back of the existing structure.

The existing structure onsite currently comprises of both the existing Garage and the approved Carport extension. As the originally approved 600mm gap between the two structures has not been constructed, the structure is classified as one **120m²** Garage/Carport, being **67.5m²** enclosed and **52.5m²** open.

Proposal

The proposed application is a Development Permit for a Material Change of Use "Domestic Outbuilding." The applicant proposes to formalise the approval of the existing 52.5m² Garage and add an additional 57m² to the western side of the Carport. Therefore, proposing a Domestic Outbuilding totaling **177m²** on site. This is significantly larger than the accepted size of outbuildings in the General Residential Zone.

The proposed extension and existing carport/garage are sketched as per below Figure 1.

— Proposed Back Extension
— Existing Garage Extension



Figure 1 – Proposed Site Plan

Options Considered:

N/A

Recommendation:

Having regard to the existing and anticipated land uses and buildings in the locality of the area of the site, existing development on the site and the overall scale of the proposed development, the further extension to the existing Garage/Carport onsite is likely to impact on residential amenity.

Further, the scale of the proposed structure with the additional extension is not consistent with existing approvals issued for Domestic Outbuildings, as detailed in the attached list.

The application for a Material Change of Use “Dwelling House” (Domestic Outbuilding) on land situated at 5 Spencer Street, described as Lot 13 on R8610, is recommended to be approved **in part** only, with a maximum GFA of 120m², with the further 57m² extension be refused for the reasons outlined above.

Risks:

Risk	Description of likelihood & consequences
See Below	

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

As with any planning decision reached by Council, there is a risk that the applicant can appeal any aspect of the decision to the Planning and Environment Court (the Court).

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

Policy and Legislative Compliance:

The proposal constitutes a Material Change of Use defined in the Planning Act 2016 as “a material increase in the intensity or scale of the use of the premises”.

The proposed development is identified as an “Dwelling House” (Domestic Outbuilding) in the *Maranoa Planning Scheme 2017* (the ‘Planning Scheme’).

Dwelling House means a residential use of premises involving;

- (a) One dwelling for a single household and any domestic outbuildings associated with the dwelling or
- (b) One dwelling for a single household, a secondary dwelling, and any domestic outbuildings associated with either dwelling.

As the proposed existing Garage and proposed extension does not meet all relevant assessment benchmarks, the application becomes Code assessable.

Pursuant to Section 45 of the *Planning Act 2016*, a Code Assessable application is an assessment that must be carried out only:

(a) against the assessment benchmarks in a categorising instrument for the development; and

(b) having regard to any matters prescribed by regulation for this paragraph.

Assessment Benchmarks

The Assessment Benchmarks applicable to the development assessment are:

- the Regional Plan (*Darling Downs Regional Plan*).
- the *State Planning Policy*; and
- the *Maranoa Planning Scheme 2017*.
- the *Queensland Development Code MP 1.2*

After completing an assessment of the proposal against the Assessment Benchmarks, Council must decide about whether to approve or refuse this development application in accordance with Section 60 of the *Planning Act 2016*.

Budget / Funding:

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

Timelines / Deadlines:

Council's Decision-making Period formally ends 22 July 2025.

Acronyms:

Acronym	Description
QDC	Queensland Development Code

Link to Corporate Plan:

Corporate Plan 2023-2028

Corporate Plan Pillar 2: Environment

2.2 Sustainable urban & regional planning

Supporting Documentation:

- | | | |
|---|--|-----------|
| 1 | 2025/21456 - MCU-Dwelling House (Domestic Outbuilding) - 5 Spencer Street ROMA - Lot: 13 R: 8610 - Historic Outbuilding Approvals | D25/57254 |
| 2 | D25 57194 2025 21456 - MCU-Dwelling House (Domestic Outbuilding)- 5 Spencer Street ROMA - Lot 13 R 8610-Planning Assessment Report PDF | D25/57267 |
| 3 | 2025/21456 - MCU - 5 Spencer Street ROMA - Officers Recommendation - Plans | D25/57638 |

Report authorised by:

(Acting) - Senior Town Planner

Director - Regional Development, Environment & Planning

Development Approval History

The following table includes an extract of Council's development application records for oversized sheds.

Note:

Council's assessment of some development applications pre-date the Maranoa Planning Scheme and were therefore assessed against different assessment benchmarks

GENERAL RESIDENTIAL ZONE					
FILE REFERENCE	DATE	LOCATION	SIZE	LOT SIZE	Height
APPROVALS					
2011/17769	05/07/2011	183 McDowall Street, Roma Lot: 3 RP: 4451	171 m ²	1012 m ²	4205mm
2013/18524	05/04/2013	4 Allenby Close, Roma Lot: 12 RP: 1771548 (108 m ² enclosed 72 m ² open carport)	180 m ²	3,052 m ²	3866mm
2013/18665	09/07/2013	39 Taylor Street, Roma Lot: 16 RP: 88406	98 m ²	870 m ²	3617mm
2016/19481	03/05/2016	30 Charles Street, Roma Lo1 1 RP: 91166	168 m ²	1012 m ²	3778mm
2017/19627	02/05/2017	21 Soutter Street, Roma Lot: 12 RP: 219968	144 m ²	1012 m ²	6094mm
2017/19713	21/11/2017	27 Saunders St, Roma Lot: 5 RP: 73684	120 m ²	809 m ²	4905mm
2017/19599	22/02/2017	1 Norman Court Roma Lot: 24 SP: 171538	108m ²	2402m ²	4205mm
2017/19627	02/05/2017	21 Soutter Street Roma Lot: 12 RP: 219968	144m ²	1012m ²	6014mm
2017/19628	05/05/2017	5 Miscamble Street Roma Lot: 17 RP: 46277	131.25m ²	3.3420ha	3800mm
2017/19692	27/10/2017	27 Saunders Street Roma Lot: 5 RP: 73684	120m ²	809m ²	4905mm
2017/19721	03/01/2018	120 Bourne Drive Roma Lot: 2 SP: 197889	165m ²	1.2120ha	3100mm
2018/19762	09/08/2018	19 Charles Street Roma Lot: 1 RP: 82515	108m ²	1108m ²	1072mm
2018/19772	30/05/2018	26 May Street Roma Lot: 1 RP: 4412	108m ²	1012m ²	5206mm
GENERAL RESIDENTIAL ZONE					
FILE REF	DATE	LOCATION	SIZE	LOT SIZE	Height

APPROVALS CONTINUED					
2018/19827	25/09/2018	10 Allen Street Roma Lot: 20 SP: 174412	90m ²	1118m ²	4012mm
2018/19840	22/10/2018	53 Alexander Street Surat Lot: 4 RP: 77465	100m ²	2023m ²	4572mm
2018/19745	26/03/2018	11 Lovell Street, Roma Lot: 22 RP: 46188	108 m ²	1439 m ²	Not available
2018/19814	28/08/2018	20 Everingham Avenue, Roma Lot: 1 RP: 172979	168 m ²	958 m ²	4480mm
2018/19827	25/09/2018	10 Allen Street, Roma Lot: 20 SP: 174412	90 m ²	1118 m ²	4012mm
2018/19772	30/05/2019	26 May Street, Roma Lot: 1 RP: 4412	108 m ²	1,012 m ²	5206mm
2019/19912	05/06/2019	64 Roslyn Drive Roma Lot: 7 SP: 166536	230m ²	2.1950ha	6370mm
2019/19891	22/07/2019	5 Norman Court Roma Lot: 20 SP: 171538	144m ²	2241m ²	2983mm
2019/19959	04/10/2019	Corfe Road Roma Lot: 264 SP: 271326	276m ²	4.0460ha	5176mm
2020/20030	25/03/2020	30 William Street Roma Lot: 1 RP: 4415	150m ²	1012m ²	4584mm
2020/20037	18/05/2020	8 Felicity Court Roma Lot: 8 SP: 110499	108 m ²	4042m ²	4280mm
2020/20049	09/04/2020	8 Highview Close Roma Lot: 4 SP: 268229	110m ²	984m ²	4707mm
2021/20452	16/11/2021	10 Fairway Drive, Roma Lot 8 SP180953	162m ²	2274m ²	4900mm
2021/20482	02/12/2021	4 Webb Court, Roma Lot 19 SP171548	132m ²	1926m ²	4802mm
2022/20515	08/02/2022	22 Bassett Court, Roma Lot: 20 SP: 240420	66.6m ²	1125m ²	5000mm
2021/20502	06/04/2022	27-29 Wyndham Street, Roma Lot: 108 R: 8613	45m ² extn (total 153m ²)	2,022m ²	4640mm
2021/20487	10/06/2022	103 Corfe Road, Roma Lot: 1 SP: 146153	358m ²	1.0472ha	5047mm

GENERAL RESIDENTIAL ZONE					
FILE REF	DATE	LOCATION	SIZE	LOT SIZE	Height
APPROVALS CONTINUED					
2022/20585	27/04/2022	5 Allenby Court, Roma Lot: 11 SP: 171548	158.63m ²	2770m ²	4821mm
2022/20615	21/06/2022	25 Borland Street, Roma Lot: 42 RP: 45827	108m ² extn (149.4m ² total)	1738m ²	4506mm
2022/20618	27/06/2022	16 Fairway Drive, Roma Lot: 30 RP: 835127	92m ²	1485m ²	3546mm
2022/20636	02/08/2022	201 Charles Street, Roma Lot: 12 RP: 226991	116.25m ²	1576m ²	4273m ²
2022/20650	02/02/2023	112-114 Mary Street, Mitchell Lot: 2 RP: 91123	320m ²	3713m ²	5300mm
2022/20654	05/08/2022	34 Howard Street, Roma Lot: 10 SP: 236781	138m ²	807m ²	3730mm
2022/20664	11/08/2022	2B Borland Street, Roma Lot: 1 SP: 212813	112m ²	3347m ²	5015mm
2022/20712	24/11/2022	28 Derry Street, Roma Lot: 50 RP: 30929	121m ²	1012m ²	5158mm
2022/20730	19/12/2022	6 Dobel Way, Roma Lot: 51 SP: 257148	96m ²	605m ²	3510mm
2023/20771	08/02/2023	45 Elmer Street, Roma Lot: 53 RP: 85512	108m ²	1012m ²	4183mm
2023/20778	24/02/2023	45 Bowen Street, Roma Lot: 2 RP: 47019	67.5m ²	1010m ²	4564mm
2023/20789	09/03/2023	1 Prince Street, Roma Lot: 1 R:8670	42m ² extn (133m ² total)	1094m ²	3940mm
2023/20889	17/08/2023	26 Cordelia Street, Surat Lot: 2 RP: 79066	114m ²	1218m ²	3500mm
2023/20911	22/11/2023	1 May Street, Roma Lot: 26 R: 8613	78m ² extn (305m ² total)	2573m ²	3200mm
2023/20927	12/12/2023	56-58 May Street, Wallumbilla Lot: 1 SP: 316843	105m ²	4064m ²	3680mm
2023/20928	04/10/2023	23 Bassett Court, Roma Lot: 14 SP: 240420	98m ²	1390m ²	3995mm
2023/20951	07/11/2023	19 William Street, Roma Lot: 2 RP: 109337	84m ²	984m ²	4102mm

GENERAL RESIDENTIAL ZONE					
FILE REF	DATE	LOCATION	SIZE	LOT SIZE	Height
APPROVALS CONTINUED					
2023/20952	20/11/2023	69 Currey Street, Roma Lot:4 RP:196440	93m ²	816m ²	4176mm
2023/20983	5/12/2023	191 Charles Street, Roma Lot: 27 SP:171538	98.3m ²	2535m ²	4185mm
2024/20984	12/12/2025	2 Conlan Street, Roma Lot:25 RP:30925	103.6m ²	1275m ²	3000mm
2023/21004	2/02/2024	19 Chrystal Street, Roma Lot:3 SP:131654	159m ²	1106m ²	4800mm
2024/21043	28/02/2024	50 Twine Street, Roma Lot:1 RP:108351	135m ²	1182m ²	4600mm
2024/21098	14/05/2024	98 Corfe Road, Roma Lot 3 RP: 864613	321m ²	2.1172ha	5600mm
2024/21120	2/05/2024	17 Allen Street, Roma Lot:10 RP:45827	104m ²	1208m ²	3649mm
2024/21251	11/11/2024	19 Timbury Street, Roma Lot: 7 RP:73081	91m ²	1012m ²	3380mm
2024/21277	20/11/2024	20 Mullavey Street, Roma Lot 7: RP:78046	33.12m ² extn (231.84m ² total)	1012m ²	3437mm
2024/21306	20/12/2024	101 Lousia Street, Mitchell Lot: 4 RP:91123	180m ²	2939m ²	4482mm
2024/21324	10/01/2025	15 Mullavey Street, Roma Lot: 8 RP:21318	117m ²	762m ²	3883mm
REFUSALS					
2013/18758	21/11/2013	243-245 Edwardes Street Roma Lot: 4 RP: 846120	278 m ²	2,000 m ² (2 lots)	3725mm
2019/19908	23/05/2019	2 B Borland Street Roma Lot: 1 SP: 212813	500 m ²	3,347 m ²	4718mm

Rural Residential Zone					
FILE REF	DATE	LOCATION	SIZE	LOT SIZE	Height
APPROVALS					
C12.5673	16/02/2009	13-15 Maiden Street, Roma Lot 1 RP204585	315m ²	2.023ha	6258mm
2011/17959	21/12/2011	25 Edwardes Street, Roma Lot 2 RP189817 (records indicate shed not built)	216m ²	1.25ha	5791mm
2012/18239	02/08/2012	344 Roma Downs Road, Roma Lot 10 SP126474	216m ²	3.447ha	7166mm
2015/19381	06/10/2015	25 Edwardes Street, Roma Lot 2 on RP189817	234.7m ²	1.25ha	5750mm
2017/19721	03/01/2018	120 Bourne Drive Roma Lot: 2 SP: 197889	165m ²	1.2120ha	3100mm
2017/19722	10/01/2018	120 Bourne Drive, Roma Lot 2 SP197889	270m ²	1.212ha	4397mm
2018/19764	23/05/2018	31 Edwardes Street, Roma Lot 2 RP185452	340m ²	1.25ha	5308mm
2020/20050	24/04/2020	153 Corfe Road, Roma Lot 3 RP200570	144m ²	1.20ha	5370mm
2022/20631	23/06/2022	19 Edwardes Street North, Roma Lot: 1 RP: 189817	68m ² extn (201m ² total)	1.245ha	4267mm
2022/20668	18/08/2022	214 Bourne Drive, Roma Lot: 13 SP: 197889	36m ² extn (145.5m ² total)	2.323ha	3750mm
2022/20681	02/09/2022	133 Roslyn Drive, Roma Lot: 22 RP: 189833	112m ²	1.5024ha	4778mm
2022/20726	13/12/2022	176 Bourne Drive, Roma Lot: 9 SP: 197889	216m ²	1.6135ha	6103mm
2023/20806	03/04/2023	11 Roslyn Drive, Roma Lot: 16 RP: 189833	172.8m ²	1.4539ha	4390mm
2023/20992	25/01/2024	41 Edwards Street, Roma Lot: 1 RP:194085	245m ²	1.5152ha	4000mm
REFUSALS					
C11.5673	29/01/2009	13-15 Maiden Street, Roma Lot 1 RP204585	360m ²	2.023ha	No height on File

Rural Zone					
APPROVALS					
FILE REF	DATE	LOCATION	SIZE	LOT SIZE	Height
2011/17829	28/11/2011	367 Dargal Road, Roma Lot 7 SP194563	360m ²	14.18ha	
2012/18040	28/02/2012	36 Richardsons Lane	192m ²	14.6ha	
2014/19190	10/12/2014	152 Burtons Road, Roma Lot 4 SP180970	96m ²	17.62ha	
2014/19017	19/06/2014	3 Richardsons Lane, Roma Lot3 SP248999	183m ²	2.023ha	
2016/19571	11/11/2016	352 Geoghegan Road, Roma Lot 163 M536	172m ²	16.18ha	
2017/19636	15/05/2017	125 Orallo Road, Roma Lot 19 RP204590	140m ²	16.04ha	
2017/19636	15/05/2017	DURELLA 125 Orallo Road DARGAL ROAD QLD Lot: 19 RP: 204590	140m ²	16.05ha	4350mm
2018/19853	10/12/2018	365B Corfe Road ROMA Lot: 269 SP: 271326	216m ²	4.346ha	6166mm
2018/19872	15/01/2019	33 Yuleba Taroom Road YULEBA Lot: 73 Y: 22110	108m ²	2.0230ha	
2019/19959	04/10/2019	264 Corfe Road, Roma	288m ²	4.046ha	5200mm
2019/19964	14/10/2019	308 Northern Road, Roma Lot 50 SP277001	254.16m ²	6.7ha	
2020/20036	2/03/2020	Corfe Road Roma Lot 265 SP271326	152m ²	4.31ha	
2021/20283	28/04/2021	383 Corfe Road, Roma Lot 264 SP271326	72m ² extension to 288m ²	4.0385ha	3600mm
2021/20467	08/12/2021	138 Edwardes Street, Roma Lot 1 SP309872	162m ²	7.2449ha	4500mm
2022/20530	03/03/2022	365A Corfe Road, Roma Lot 267 SP271326	212.04m ²	4.7582ha	4637mm
2022/20589	16/06/2022	White Road, Orange Hill Lot: 4 SP: 209771	366m ²	19.589ha	6712mm
2022/20675	26/08/2022	1E Bungil Street, Roma Lot: 61 R: 8614	233.8m ²	3.037ha	4853mm

Rural Zone					
APPROVALS					
FILE REF	DATE	LOCATION	SIZE	LOT SIZE	Height
2022/20706	15/12/2022	43293 Warrego Highway, Wallumbilla South Lot: 5 WV: 1895	360m ²	1.2492ha	7170mm
2022/20708	28/11/2022	45 Clayton Road, Roma Lot: 8 SP: 227727	247.5m ²	2.002ha	5666mm
2022/20717	02/12/2022	455 Dargal Road, Roma Lot: 3 SP: 194563	325.4m ²	14.185ha	5071m ²
2023/20819	15/06/2023	69 Scheffe Road, Tingun Lot: 44 WAS: 53374	450m ²	32.382ha	6458mm
2023/20964	3/01/2024	485 Corfe Road, Roma Lot: 260 SP:271326	189m ²	8.1018ha	3875m m
2024/21237	23/10/2024	710 Bindango Road, Hodgson Lot: 501 H:1491	162m ²	2026m ²	4470m m
2025/2137 5	2/04/2025	15 Upper Bowen Street, Roma Lot: 3 SP: 30957	180m ²	9.36ha	4375m m
REFUSALS					
2013/18788	5/12/2013	6 Harleys Lane, Roma Lot 6 SO184947	448.65m ²	16.94ha	

Planning Assessment Report- 2025/21456

Application Number:	2025/21456
Proposal:	Material Change of Use "Domestic Outbuilding"
Applicant:	Langos Construction
Street Address:	5 Spencer Street, Roma
Real Property Description:	Lot 13 on R8610
Officer	Planning Officer

Proposed Land Use

Langos Construction on behalf of the property owner have submitted an application to expand the existing shed located at 5 Spencer Street, Roma. The existing shed currently comprises of an enclosed carport proportion and a garage extension, with the applicant aiming to formalise the preexisting garage and add an extension to the back of the existing structure. Located to the west of Roma's Central Business District, the site is formerly described as Lot 13 on R8610.

Details of Proposed Development

Background

On 4 March 2024, Council issued a Decision Notice approving the construction of the Domestic Outbuilding (Garage) on the subject site, an extract of the approved site plan is included below as Figure 1.

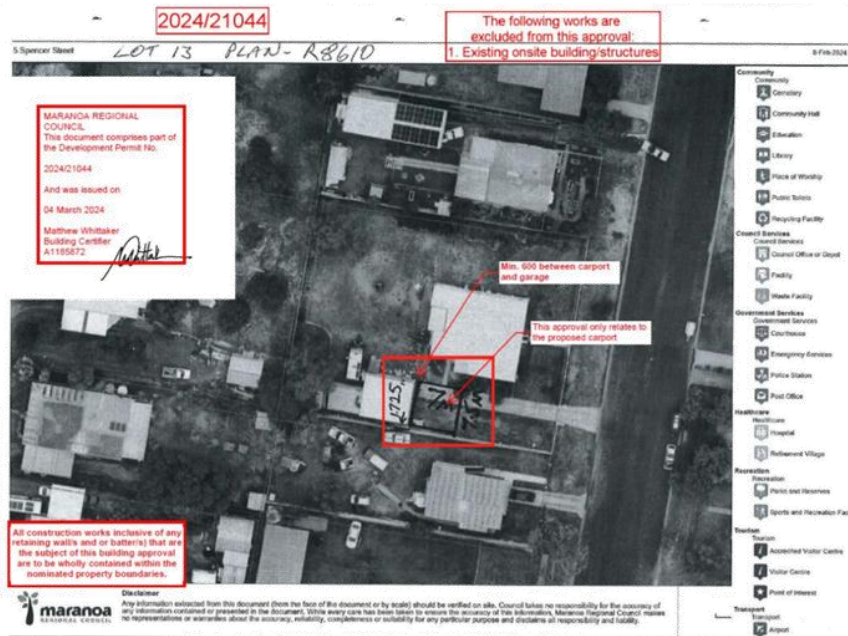


Figure 1- Approved Site Plan 2024/21044

At the time of the approval a Development Permit for a Material Change of Use "Domestic Outbuilding" was not required due to the garage being positioned 600mm off the existing carport (refer to figure 1) and the structure having a GFA of 52.5m² resulting in the Garage being under the accepted 82m² within a General Residential Zone (PO 6 Outbuilding, AO 6.2 The Maranoa Planning Scheme).

On 7 May 2025, Shanon Langton of Langos Construction Pty Ltd emailed Council's Planning team regarding the possibility of adding an extension to the back of the existing structure, with further conversations between Council and Mr Langton resulting in the discovery of the 600mm space between the carport and garage being non-existent.

On 14 May 2025, Langos Construction Pty Ltd on behalf of the property owners submitted a properly made application including the existing structure (carport & garage) and the additional extension to the western side.

Proposal

The proposed application is a Development Permit for a Material Change of Use "Domestic Outbuilding". The applicant proposes to formalise the approval of the existing 52.5m² Garage and add an additional 57m² to the western side of the Carport. Resulting in a 177m² domestic outbuilding being located on site.

The proposed extension and existing carport are sketched as per below Figure 2

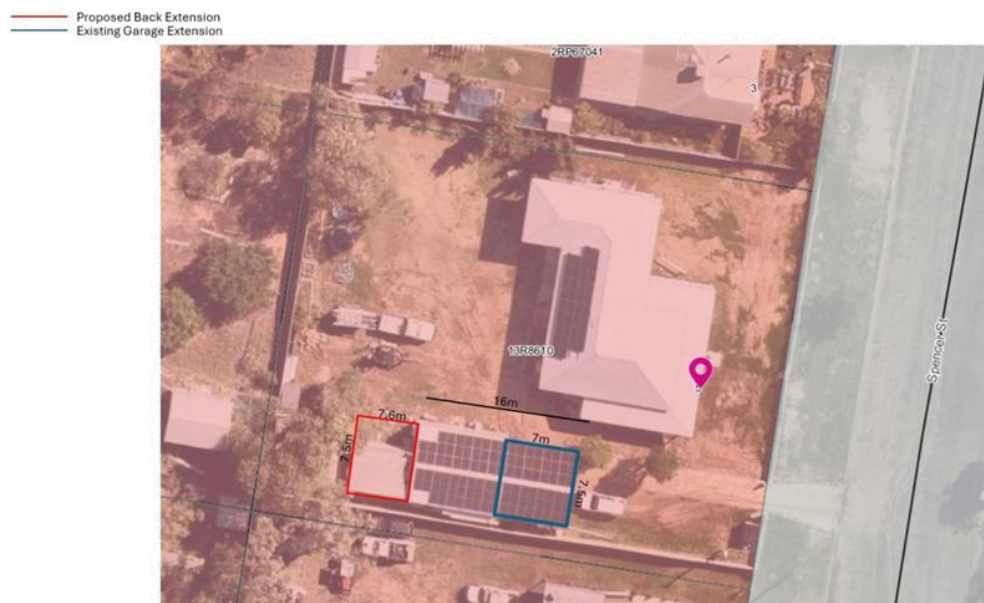


Figure 2- Proposed Site Plan

The property owner's justification for the proposed extension states that:

"primary use of the shed now and in the future is for storage only. We are a mobile-operated business and at present, we utilise two Landcruiser Utes with a trailer on each, a Hilux Ute and a mini excavator and its trailer. The main purpose of the carport and shed extension is to help keep all of our vehicles and equipment out of the weather and out of view."

We do not conduct business inside the shed. My apprentice, who drives the second Landcruiser with a trailer, lives in Wallumbilla, so it is not practical for him to drive that vehicle home every day when the majority of our work is in and around Roma.

We keep some stores inside the shed, and these are stocked into the trailers as required. The rest of the shed is for personal items. The carport and the shed extension are going to be the same height as the existing shed. The length of the carport and the shed cannot be seen from the road at all and have no adverse visual effects”.

It is noted the applicant is the owner of an Electrical Business and there are no current approvals in place for a home-based business or commercial/industry use.

Characteristics of the Site

The subject site is comprised of one regular shaped allotment that has a total site area of 2031m². Currently featuring a lawfully approved dwelling and existing carport/garage, the site has frontage to Spencer Street along the Eastern property boundary. Located within the General Residential Zone of the Maranoa Planning Scheme 2017, the site locality and zoning is shown below in Figure 3.

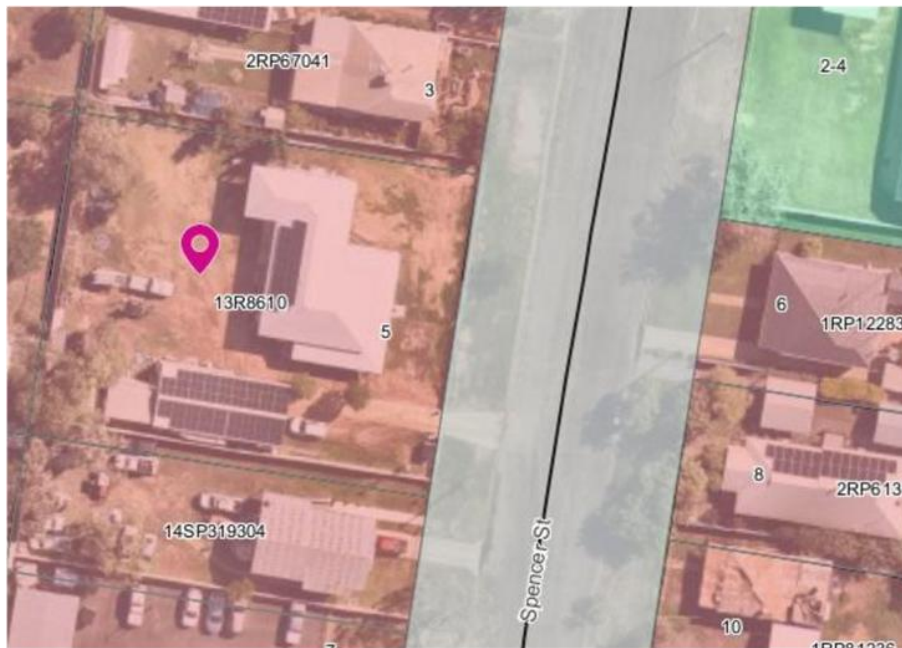


Figure 3- Zoning

Assessment Benchmarks against the Planning Scheme

The proposal constitutes a Material Change of Use as defined in the *Planning Act 2016* as “a material increase in the intensity or scale of the use of the premises”.

The site is in the General Residential zone, where a Domestic Outbuilding, ancillary to a Dwelling House, is classified as accepted development subject to requirements. As the proposed carport does not meet all relevant assessment benchmarks, the application becomes Code assessable.

Pursuant to Section 45 of the *Planning Act 2016*, a Code Assessable application is an assessment that must be carried out only:

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

Assessment Benchmarks

The Assessment Benchmarks applicable to the development assessment are:

- the Regional Plan (*Darling Downs Regional Plan*).
- the *State Planning Policy*; and
- the *Maranoa Planning Scheme 2017*.
- the *Queensland Development Code MP 1.2*

After completing an assessment of the proposal against the Assessment Benchmarks, Council must decide about whether to approve or refuse this development application in accordance with Section 60 of the *Planning Act 2016*.

The Darling Downs Regional Plan & State Planning Policy

Council is required to consider the Regional Plan and State Planning Policy to the extent that the applicable sections have not been appropriately integrated in the Maranoa Planning Scheme. As the Maranoa Planning Scheme appropriately integrates all relevant aspects of the Regional Plan and State Planning Policy a separate assessment of the application against these documents is not required for a Code Assessable application.

The Maranoa Planning Scheme 2017

The relevant sections of the Maranoa Planning Scheme 2017 are:

- Part 5 Tables of assessment
- Part 6 Zones
 - 6.2.3 General Residential Zone Code

In addition, Part 6 of the Planning Scheme identifies the Queensland Development Code (Mandatory Part MP1.2) as a relevant assessment benchmark.

Part 6-Zones

Zones organise the Planning Scheme area in a way that facilitates the location of preferred or acceptable land uses. The premises is in the General Residential Zone.

The purpose of the General Residential Zone is to:

- a) *provide for predominantly detached dwelling houses supported by community uses and small-scale services and facilities that cater for the needs of residents.*

- b) encourage higher residential densities where appropriate by providing for multiple dwellings and smaller lot housing nearer the principal centre (within the Central living precinct).
- c) ensure that residential development is protected from natural hazards and from development types that would adversely impact existing amenity.
- d) ensure that development maintains the integrity and water quality of the Murray Darling Basin Catchment; and
- e) maximise the use of existing infrastructure and transport networks.

The overall outcomes sought for the General residential zone code are as follows:

- a) a range of housing, predominantly detached dwelling houses, on a range of lot sizes.
- b) development results in an efficient land use pattern that is well connected to other parts of the local government area.
- c) development is designed to provide safe and walkable neighbourhoods.
- d) development provides for uses that front the street to provide a sense of residential amenity and character and enhance community safety.
- e) other small-scale non-residential uses (including home-based business uses) that integrate work and family and complement local residential amenity are facilitated.
- f) development maintains a high level of residential amenity having regard to traffic, noise, dust, odour, lighting and other locally specific impacts.
- g) development is designed to incorporate sustainable practices including maximising energy efficiency, water conservation and transport use.
- h) transport infrastructure is designed to provide and promote safe walking and cycling.
- i) development is reflective and responsive to the environmental constraints of the land; MRC Planning Scheme Part 7 – Local plans and precinct codes Page 136
- j) development is supported by necessary community facilities, open space and recreational areas and appropriate infrastructure to support the needs of the local community.
- k) non-residential uses may be supported where such uses directly support the day to-day needs of the immediate residential community, do not detract from the residential amenity of the area and do not undermine the viability of nearby centres.
- l) natural features such as creeks, gullies, waterways, wetlands and vegetation and bushland are retained, enhanced and buffered from the impacts of development. Any unavoidable impacts are minimised through location, design, operation and management requirements.
- m) residential development maintains the safety and integrity of airport operations.
- n) residential development yields in the defined flood event inundation area subject to Significant, High or Extreme hazard do not exceed one dwelling house per lot as it exists at the commencement date of the planning scheme; and,
- o) non-resident workforce accommodation is not supported in this zone.
- p) Uses other than accommodation activities may be supported where lots are contiguous with land not zoned residential, where the use is similar to the adjacent non-residential land use/s.

6.2.3 General Residential Zone Code

PERFORMANCE OUTCOMES	ACCEPTABLE OUTCOMES	RESPONSE
PLANNING		
Use, density and built form		
<p>PO 1 Scale Uses other than Accommodation activities:</p> <ul style="list-style-type: none"> (a) are of a small-scale and low intensity; (b) directly support the day-to-day needs of the immediate residential community; (c) do not prejudice the operation and viability of other uses or activities in the General Residential Zone or other zones; (d) have all car parking needs met on site; (e) may occur on residential zoned lots contiguous with land that is not zoned residential, where the use is similar to the non-residential land use on the contiguous parcel; (f) include mitigation measures such as acoustic fencing, landscaping and appropriate setbacks in instances where there is a potential for land use conflict between the use and adjoining and nearby accommodation activities; and (g) have access to reticulated sewer, water and stormwater. 		<p>Complies The proposed development is an ancillary use to the existing accommodation activity onsite.</p>

PERFORMANCE OUTCOMES	ACCEPTABLE OUTCOMES	RESPONSE
<p>PO 2 Location</p> <p>Residential living is conveniently connected to the principal, major or district centres.</p> <p>Uses other than <i>accommodation activities (general residential)</i> are located so as:</p> <ul style="list-style-type: none"> (a) not to prejudice the consolidation of like non-residential uses in other more appropriate areas; (b) to be co-located with other non-residential uses wherever possible; (c) to be accessible for, and provide a service to, the immediate local population; and (d) to be located on the major road network rather than local residential streets. <p>Note: Non-residential uses are any uses that are not associated with a Dwelling use.</p>		<p>Complies</p> <p>The proposed development is an ancillary use to the existing dwelling onsite, appropriately located within the General Residential Zone.</p>
<p>PO 3 Density and site coverage</p> <p>Development provides for an attractive, open and relatively low-density form of urban residential settlement that maintains a high level of residential amenity.</p>	<p>AO 3.1</p> <p>Site coverage, not including paths, residential outbuildings and carports shall not exceed 60% of the premises.</p>	<p>Complies</p> <p>The proposed development will have a total coverage area less than 20% of the total site area.</p>
<p>PO 4 Setbacks Building setbacks:</p> <ul style="list-style-type: none"> (a) enhance the appearance and character of streets and buildings; (b) are appropriate to the scale of the development and the intended character of the General Residential Zone; (c) provide for adequate 	<p>For Dwelling house:</p> <p>AO 4.1</p> <p>Boundary setbacks are provided in accordance with the Queensland Development Code MP 1.2.</p> <p>For uses other than Dwelling house:</p> <p>AO 4.2</p> <p>Buildings and car parking areas are setback a minimum of 6 m from the primary street frontage, 3 m from any secondary frontage and 3 m from side and rear boundaries.</p> <p>For development on a corner</p>	<p>AO 4.1 Complies</p> <p>Please refer to Queensland Development Code MP 1.2 for further details.</p> <p>AO 4.2 Not Applicable</p> <p>The proposed development is for a Dwelling House.</p>

PERFORMANCE OUTCOMES	ACCEPTABLE OUTCOMES	RESPONSE
<p>daylight for habitable rooms and open space areas on and adjoining the site;</p> <p>(d) are sufficient to minimise loss of privacy, overshadowing and overlooking of adjoining premises; and</p> <p>(e) provide adequate separation and buffering between residential and non-residential premises.</p>	<p>allotment:</p> <p>AO 4.3</p> <p>No structure exceeding 2 m in height is to be built within a 9 m by 9 m truncation at the corner of the two road frontages.</p>	<p>AO 4.3 Not Applicable</p> <p>The proposed development site is not located on a corner allotment.</p>
<p>PO 5 Height</p> <p>The height of buildings is compatible with and complementary to the character of the residential environment and does not unduly reduce privacy or access to sunlight on adjoining land.</p>		<p>Complies</p> <p>The existing garage that is included within the proposal was constructed at the height of the existing Carport, with the proposed extension being similar height. The outbuilding does not reduce privacy or cause overshadowing.</p>
<p>PO 6 Outbuildings</p> <p>Residential amenity is to be maintained and outbuildings are not to be used for ancillary non-residential uses.</p> <p>Residential amenity is not compromised by the storage of domestic goods.</p> <p>Note: Ancillary non-residential uses are</p>	<p>AO 6.1</p> <p>Boundary setbacks are provided in accordance with the <i>Queensland Development Code</i> MP 1.2.</p> <p>AO 6.2</p> <p>The size of outbuildings is restricted to structures with a maximum of 4.2 m in height and a maximum of 82 m² floor area.</p> <p>Note: The maximum floor area of the outbuilding can be exceeded if it includes an attached carport open on three sides to a maximum of 36 m² floor area (118 m² total area).</p> <p>AO 6.3</p> <p>The combined site coverage of all outbuildings, including shipping containers and other forms of permanent private storage structures, is not to exceed 15% of the remaining site area available without buildings already constructed upon it.</p> <p>AO 6.4</p> <p>The use of shipping containers for permanent private storage is limited to:</p> <p>(a) allotments with a minimum area of 800 m²; and</p> <p>(b) one shipping container per allotment.</p>	<p>AO 6.1 Complies</p> <p>Please refer to Queensland Development Code MP 1.2 for further details.</p> <p>AO 6.2 Does Not Comply</p> <p>The proposed development includes the preexisting Garage and proposed extension to the west of the existing structure. With the structure currently spanning 120m² the garage and carport existing onsite is over the accepted GFA within the General Residential Zone. The additional western expansion will add a further 57m² to the total GFA resulting in the structure equaling 177m².</p> <p>AO 6.4 Not Applicable</p> <p>The proposed development does not involve Shipping Containers.</p>

PERFORMANCE OUTCOMES	ACCEPTABLE OUTCOMES	RESPONSE
any uses that are not ancillary to the activities within a Dwelling.	<p>AO 6.5</p> <p>The use of shipping containers for permanent private storage is permitted only in circumstances where the shipping container:</p> <ul style="list-style-type: none"> (a) is incidental to the primary use of the site and occurs only on a lot where a principal building exists; (b) is located in the rear yard and is/are screened from any road frontage and adjoining property through the use of landscaping or other suitable screening structures (ie. lattice); (c) includes a stormwater discharge system in accordance with the <i>Building Code of Australia</i> and Council requirements to prevent rainwater ponding on the roof or nuisance to adjoining properties; (d) is in good repair with no visual rust marks; (e) is not used as fencing or screening; (f) is not used as an advertising device or as a commercial storage facility; and (g) is not used for human habitation. <p>Note: 'Outbuildings' include any form of shipping container, railway carriage, pre-fabricated building or the like, that is used for domestic storage</p>	<p>AO 6.5 Not Applicable</p> <p>The proposed development does not involve Shipping Containers.</p>
<p>PO 7 Separation from incompatible land uses</p> <p>Adequate separation distances are provided between uses in the General Residential zone (and also uses outside the zone) to ensure:</p> <ul style="list-style-type: none"> (a) the future viability of surrounding uses; (b) infrastructure items are protected from incompatible development; (c) an appropriate standard of amenity and public safety; and (d) conflict arising from incompatible uses is minimised. 		<p>Not Applicable</p> <p>The proposed development site is located with the General Residential Zone and is surrounded by similar zoned lots.</p>
<p>PO 8 Buffers</p> <p>Adequate buffers are provided to protect general residential uses from agricultural, transport and industrial</p>		<p>Not Applicable</p> <p>The proposed development is not located adjoining agricultural, transport and industrial activities.</p>

PERFORMANCE OUTCOMES	ACCEPTABLE OUTCOMES	RESPONSE
<p>activities.</p> <p>Note: A 'general residential use' has a level of assessment other than Impact Assessable in the General Residential zone.</p> <p>Note: Refer to SC6.2 Planning scheme policy – Landscaping for guidance on designing and establishing landscape buffers.</p>		
Amenity		
Advertising signage – refer to the Operational works advertising devices code		
Heritage places – in addition, refer to the Heritage overlay code		
where mapped in the SPP Cultural heritage mapping or listed in the Heritage and character policy		
<p>PO 9 General amenity</p> <p>Uses other than Accommodation activities established in the General Residential Zone:</p> <p>(a) do not impact adversely on the residential amenity of the General Residential Zone; and</p> <p>(b) do not prejudice the landscape values of the town.</p>		<p>Complies</p> <p>The proposed development is an ancillary use to the existing dwelling onsite, appropriately located within the General Residential Zone.</p>
<p>PO 10 Building appearance</p> <p>Buildings are designed to a high aesthetic standard.</p> <p>Service spaces and facilities are designed and sited in an unobtrusive and convenient manner.</p>	<p>AO 10.1</p> <p>Mechanical equipment and water tanks, material or equipment storage areas, and areas where work takes place are located or screened so as not to be visible from the road or public open space.</p> <p>Note: Mechanical equipment includes air conditioners and other plant equipment. It does not include solar panels for electricity generation or water heating and does not include antennas.</p>	<p>Complies</p> <p>The proposed development's purpose is an equipment storage area, resulting in no visibility from the road or open space.</p>
<p>PO 11 Neighbourhood character</p> <p>The design of development recognises and responds to the surrounding area or neighbourhood.</p>	<p>AO 11.1</p> <p>The development reflects the predominant elements of the surrounding urban area, including the positioning of buildings on their site, and the general form and materials of the surrounding buildings.</p> <p>Note: where it is proposed that the development will substantially deviate from the predominant surrounding urban fabric, sufficient justification shall be given to explain the deviation. The Heritage and character policy give guidelines for integrating new development into the existing streetscape and surroundings.</p>	<p>Complies</p> <p>The garage apart of the proposed development has been constructed to reflect the elements of the surrounding urban area.</p>
<p>PO 12 Footpaths</p> <p>Footpaths are provided for pedestrian comfort.</p>	<p>AO 12.1</p> <p>Footpaths are provided for the full length of the site frontage where there is a footpath fronting an adjoining property on the same road; and,</p> <p>AO 12.2</p> <p>In the Central living precinct, footpaths are</p>	<p>Not Applicable</p> <p>The proposed development does not trigger the need for a footpath.</p>

PERFORMANCE OUTCOMES	ACCEPTABLE OUTCOMES	RESPONSE
	provided for the full length of the site frontage.	
PO 13 Streetscape Buildings in the General Residential Zone: <ul style="list-style-type: none"> (a) address the street frontage; (b) have a clearly defined front entry or entry path that is visible from the street; and (c) provide opportunities for informal surveillance of streets and other public spaces from habitable rooms. 		Complies The existing garage as part of the proposal still allows for a clearly defined entry point into the property and allows for informal surveillance of the streets. The proposed back extension will have minimal impact on the existing streetscape.
PO 14 Cultural heritage The physical integrity and significance of cultural heritage discovered during development are retained. Note: Cultural heritage refers to indigenous and non-indigenous cultural heritage.	AO 14.1 Protection of cultural heritage is achieved by demonstrated agreement with the appropriate aboriginal or cultural heritage body responsible for the care of that heritage.	Not Applicable Site is not identified as heritage listed. No cultural heritage items have been notified as being found onsite. The landowner has ongoing duty of care under the <i>Aboriginal Cultural Heritage Act 2003</i> to protect any identified cultural heritage matters
Landscaping, privacy and fencing		
Landscaping – refer to the Operational works landscaping code		
PO 15 Landscaping Street trees and landscaping at the site shall: <ul style="list-style-type: none"> (a) contribute positively to the built form and the street; (b) be visually pleasing and create an attractive environment; (c) be located to take account of the direction of the breezes and sun; (d) be located to give privacy and buffering from or for any incompatible uses; (e) be located to avoid interference with electricity lines and other infrastructure; 	For all uses other than Dwelling house: AO 15.1 Landscaping is to be provided with a minimum width of 1.5 m along the front boundary and 1 m along the side and rear boundaries shared with an accommodation activity. AO 15.2 A minimum 2 m wide vegetated buffer is provided to any vehicle movement and parking area that adjoins a boundary with an accommodation activity; and AO 15.3 Shade trees are to be planted on the edges of car parks and are to reach a mature height of at least 3 m within 4 years of planting. Note: Refer to <i>SC6.2 Planning scheme policy – Landscaping</i> for guidance on designing and establishing landscape works. Note: Landscape works within, or directly adjacent to, a State-controlled road corridor require approval from Department of Transport and Main Roads in accordance with the <i>Transport Infrastructure Act 1994</i> and the	Not Applicable The proposed development does not affect the existing landscaping located onsite.

PERFORMANCE OUTCOMES	ACCEPTABLE OUTCOMES	RESPONSE
and (f) maintain sight lines at intersections for traffic.	Department of Transport and Main Roads Road Landscape Manual	
PO 16 Privacy and screening Non-accommodation activities provide adequate screening for adjoining residential premises so that the privacy and amenity of residential use is protected.	AO 16.1 Windows and openings of buildings and structures housing non-accommodation activities do not overlook the living areas, (including outdoor living areas) of adjoining dwellings.	Complies The position of the structure onsite allows adjoining dwellings to be an appropriate distance from the structure without causing overshadowing.
PO 17 Fencing Where uses other than <i>Accommodation activities</i> adjoin <i>Accommodation activities</i> , fencing provides separation for privacy.	For uses other than Accommodation activities: AO 17.1 Fencing is provided along all boundaries shared with an <i>Accommodation activity</i> . AO 17.2 The constructed fence is to consist of a 1.8 m high solid structure.	Not Applicable The proposed development does not affect the existing fencing located onsite.
Avoiding Nuisance		
PO 18 Operating hours Uses are operated in a manner that ensures the local amenity is protected.	For Community activities:: AO 18.1 Uses are operated between the hours of 7:00am and 8:00pm. For Business activities: AO 18.2 Uses are operated between the hours of 7:00 am and 8:00 pm Monday to Saturday only and not including public holidays. For all other non-accommodation activities: AO 18.3 Uses are operated between the hours of 7:00 am and 6:00 pm Monday to Saturday only and not including public holidays.	Not Applicable The proposed development does not include operating hours.
PO 19 Delivery of goods The loading and unloading of goods occur at the appropriate times to protect the amenity of the area and surrounding areas.	AO 19.1 Loading and unloading of goods occur: <ul style="list-style-type: none"> 7:00 am to 6:00 pm Monday to Friday, 8:00 am to 5:00 pm Saturday AO 19.2 No loading or unloading occurs on Sundays or Public Holidays. AO 19.3 The use does not generate:	Not Applicable The proposed development does not include the delivery of goods.

PERFORMANCE OUTCOMES	ACCEPTABLE OUTCOMES	RESPONSE
	<p>(a) more than two truck movements per week of trucks with a gross vehicle mass of 10 tonnes or less; and</p> <p>(b) does not generate any truck movements of trucks with a gross vehicle mass of greater than 10 tonnes.</p>	
<p>PO 20 Noise emissions Noise emissions from premises do not cause a nuisance to adjoining properties or sensitive land uses.</p>	<p>Note: Sensitive land uses are defined in the State Planning Policy.</p>	<p>Complies All construction activities on site involving the garage have been finalized. Further conditions regarding noise emissions will be applied if the western extension is deemed acceptable.</p>
<p>PO 21 Lighting Lighting is designed in a manner that ensures ongoing amenity and safety in the activity area, whilst ensuring surrounding areas are protected from undue glare or lighting overspill.</p>	<p>AO 21.1 All lighting does not exceed 8 lux at 1.5 m beyond any site boundary adjoining sensitive land uses. Note: Sensitive land uses are defined in the State Planning Policy.</p>	<p>Conditioned to Comply Conditions will be applied to ensure all lighting does not exceed 8 lux at 1.5m beyond any site boundary.</p>
<p>PO 22 Refuse storage Refuse storage areas are:</p> <p>(a) located in convenient and unobtrusive positions;</p> <p>(b) screened from the street and adjoining uses; and</p> <p>(c) capable of being serviced by a waste collector if required to be emptied on site.</p>	<p>AO 22.1 Refuse storage areas are located behind the front building line and are screened from view from the street and any adjoining residential uses by a 1.8 m high screen fence of maximum transparency of 50%.</p> <p>For developments comprising eight or more dwelling units, and uses other than accommodation activities:</p> <p>AO 22.2 Service vehicle access and manoeuvring areas are to be provided on-site in accordance with the <i>Capricorn Municipal Development Guidelines</i>, to enable waste collection.</p>	<p>Not Applicable The proposed development does not include a refuse storage area.</p>
ENGINEERING		
Erosion Control		
<p>PO 23 Construction activities Both erosion control and silt collection measures are undertaken to ensure the protection of environmental values during construction.</p>	<p>AO 23.1 During construction, soil erosion and sediment are managed in accordance with the <i>Capricorn Municipal Development Guidelines</i>.</p>	<p>Complies All construction activities on site involving the garage have been finalized. Further conditions will be applied if the western extension is deemed acceptable.</p>

PERFORMANCE OUTCOMES	ACCEPTABLE OUTCOMES	RESPONSE
Provision of services		
PO 24 Electricity supply Premises are provided with a supply of electricity adequate for the activity.	AO 24.1 Premises are connected to the reticulated electricity infrastructure. The connection is to be approved by the relevant energy regulatory authority; and/or AO 24.2 Renewable energy systems contribute to the supply and use of electricity to and from the grid.	AO 24.1 Complies The development site is a preestablished lot connected to the electricity infrastructure. AO 24.2 Complies The preexisting shed and garage apart of the proposal incorporate solar panels in their design.
PO 25 Gas supply Where a reticulated gas supply is available: (a) premises are provided with a supply of reticulated gas adequate for the activity; and (b) access to reticulated infrastructure is to be maintained for maintenance and replacement purposes.	AO 25.1 Where available, premises are connected to Council's reticulated gas system.	Not Applicable The proposed development site is not connect to council's reticulated gas system.
PO 26 Water supply To ensure the provision of a potable and fire- fighting water supply: (a) premises are provided with a supply and volume of water adequate for the activity; and (b) access to reticulated water infrastructure is to be maintained for maintenance and replacement purposes.	AO 26.1 Premises are connected to Council's reticulated water system. AO 26.2 No buildings are constructed over water supply infrastructure including trunk mains and manholes. AO 26.3 A clear level area of a minimum of 2.5 m radius is to be maintained around existing water supply infrastructure including trunk mains and manholes for maintenance and upgrade purposes.	AO 26.1 Complies The proposed development site is a preestablished lot connected to Council's reticulated water system. AO 26.2 Complies The existing garage and proposed extension are not constructed over water supply infrastructure. AO 26.3 Complies The proposed development location on site is clear of water supply infrastructure.
PO 27 Effluent disposal To ensure that public health and environmental values are preserved: (a) all premises provide for the effective treatment and disposal of effluent and other waste	AO 27.1 Premises are connected to Council's reticulated sewerage system; or AO 27.2 Premises located within the General residential zone of Yuleba and Wallumbilla are connected to an on-site effluent	AO 27.1 Complies The proposed development site is a preestablished lot connected to Council's reticulated sewerage system. AO 27.2 Not Applicable

PERFORMANCE OUTCOMES	ACCEPTABLE OUTCOMES	RESPONSE
water; and (b) access to reticulated infrastructure is to be maintained for maintenance and replacement purposes.	disposal system in accordance with <i>AS/NZS 1547:2012</i> . AO 27.3 No buildings are constructed over sewerage infrastructure including trunk mains and manholes; and AO 27.4 A clear level area of a minimum of 2.5 m radius is to be maintained around existing sewerage infrastructure including trunk mains and manholes for maintenance and upgrade purposes.	AO 27.3 Complies The existing garage and proposed extension are not constructed over sewerage infrastructure. AO 26.4 Complies The proposed development location on site is clear of sewerage infrastructure.
Stormwater and drainage		
PO 28 Stormwater and inter-allotment drainage Stormwater is collected and discharged to: (a) protect the stability of buildings and the use of adjacent land; (b) prevent water-logging of nearby land; (c) protect and maintain environmental values; and (d) maintain access to reticulated infrastructure for maintenance and replacement purposes	AO 28.1 Stormwater and inter-allotment drainage is collected and discharged in accordance with the <i>Capricorn Municipal Development Guidelines</i> . Note: Refer to <i>Queensland Development Code (QDC) MP1.4</i> – Building over or near relevant infrastructure.	Conditioned to Comply Conditions will be applied to ensure stormwater and inter-allotment drainage is collected and discharged in accordance with the CMD guidelines.
Roads and rail		
Infrastructure – refer to the Infrastructure overlay code for development in the proximity of, or potentially affecting State infrastructure.		
PO 29 Protection of State-controlled roads Development adjacent to State-controlled roads is located to ensure safe and efficient use of the highway, and maintain and enhance the integrity of the highway as a link between centres.	AO 29.1 Lots with primary access to a State-controlled road have a single access only. Vehicles must always enter and exit the site in a forward direction. AO 29.2 Where access is available to a road other than a State-controlled road from the lot, access shall be from the local road.	Conditioned to Comply Conditions will be applied to ensure stormwater and inter-allotment drainage is collected and discharged in accordance with the CMD guidelines.
PO 30 Roads A sealed road is provided between the premises and the existing sealed road network.	AO 30.1 Roads are designed and constructed in accordance with the <i>Capricorn Municipal Development Guidelines</i> . AO 30.2	AO 30.1 Not Applicable The proposed development does not involve the construction of a new road. AO 30.2 Complies The proposed development

PERFORMANCE OUTCOMES	ACCEPTABLE OUTCOMES	RESPONSE
	Premises have approved access to the existing road network.	has no effect on the existing access to the road network.
Access, parking and manoeuvring		
PO 31 Vehicle access Vehicle access is provided to a standard appropriate for the use.	AO 31.1 Access roads are to be sealed and connect to the existing road network via a crossover designed and constructed in accordance with the <i>Capricorn Municipal Development Guidelines</i> . AO 31.2 Where existing, kerb and channelling 5 m either side of new crossovers is to be renewed and/or reinstated to match the existing infrastructure profile. AO 31.3 Access is to be designed and constructed in accordance with the <i>Capricorn Municipal Development Guidelines</i> . Note: An 'all-weather' road is a road that remains accessible during all normal weather events but exclude continued functioning during natural hazard events such as fire and flood.	AO 31.1 Not Applicable The proposed development does not introduce a new access road. AO 31.2 Not Applicable The proposed development does involve the introduction of a new crossover. AO 31.3 Not Applicable The proposed development does not involve the construction of new access.
PO 32 Parking and manoeuvring Vehicle parking and service vehicle provision is adequate for the activity and ensures both safety and functionality for motorists and pedestrians.	AO 32.1 Where the existing floor area is redeveloped for an alternate use listed as accepted development subject to requirements or code assessable in the General Residential Zone, there are nil car parking number requirements for that existing portion of floor area. AO 32.2 All uses provide vehicle parking in accordance with Schedule 7, Parking standards. AO 32.3 All uses provide for vehicle manoeuvring in accordance with Australian Standard AS 2890. <i>For all uses other than Dwelling House:</i> AO 32.4 The number of on-site car parking spaces required to be provided in conjunction with any non-accommodation activity use in accordance with Schedule 7 Parking standards, does not exceed ten; and AO 32.5 All car parking, access and manoeuvring areas are to be sealed with an impervious surface; and	AO 32.1 & AO 32.2 Complies The proposed development does not impact the nil car parking requirements onsite, with the existing garage within the proposal providing more car parking onsite. AO 32.3 Complies The proposed development does not impact the existing vehicle manoeuvring areas. AO 32.4 Not Applicable AO 32.5 Not Applicable

PERFORMANCE OUTCOMES	ACCEPTABLE OUTCOMES	RESPONSE
	AO 32.6 All vehicles drive forward when entering and exiting the site.	AO 32.6 Not Applicable
ENVIRONMENTAL		
PO 33 Air emissions Air emissions including odour do not cause environmental harm or nuisance to adjoining properties or sensitive land uses.	Note: Sensitive land uses are defined in the State Planning Policy.	Complies All construction activities involving potential air emissions have been finalized. Further conditions will be applied if the western extension is deemed acceptable.
PO 34 Energy use Non-renewable energy use is minimised through efficient design and the adoption of alternative energy sources.	AO 34.1 Passive solar design principles are adopted in buildings to maximise energy efficiency. AO 34.2 Building design and orientation provide opportunities for the incorporation of alternative energy technologies.	AO 34.1 Complies The proposed development is positioned onsite to allow for maximized energy efficiency. AO 34.1 Complies The existing building including the Garage included within the proposal currently incorporates solar panels.
PO 35 Water quality The standard of effluent and/or stormwater runoff from premises ensures the quality of surface water is suitable for: (a) the biological integrity of aquatic ecosystems; (b) recreational use; (c) supply as drinking water after minimal treatment; (d) agricultural use or industrial use; and (e) minimises nuisance or harm to adjoining land owners.		Conditioned to Comply Conditions will be applied to ensure stormwater runoff from the premises does not cause harm or a nuisance to adjoining landowners.

Queensland Development Code MP1.2

Performance Criteria	Acceptable Solution	Response
Buildings and Structures		
P1	A1	

Performance Criteria	Acceptable Solution	Response
<p>The location of a building or structure facilitates an acceptable streetscape, appropriate for –</p> <p>(a) the bulk of the building or structure; and</p> <p>(b) the road boundary setbacks of neighbouring buildings or structures; and</p> <p>(c) the outlook and views of neighbouring residents; and</p> <p>(d) nuisance and safety to the public</p>	<p>(a) For a detached dwelling, garage or a carport the minimum road setback is –</p> <p>(i) 6m; or</p> <p>(ii) where there are existing detached dwellings on both adjoining lots and at least one of the detached dwellings is setback from the road between 3m and 6m, and the difference between their road setbacks is-</p> <p>(A) not more than 2m - a distance between the two buildings (Figure 1); or</p> <p>(B) more than 2m - the average of the road setbacks of the adjacent buildings (Figure 2); and</p> <p>(b) For a corner lot, the minimum road setbacks are-</p> <p>(i) as for A1(a)(i); or</p> <p>(ii) where the lot has an average depth of 24 m or less –</p> <p>(A) for the nominated road frontage – as in Table A1; and</p> <p>(B) for the other road frontage - as for A1(a)(i); and</p> <p>(C) no building or structure over 2m high is built within a 9m by 9m truncation at the corner of the 2 road frontages (Figure 3).</p> <p>(c) For open carports, the minimum road setback may be less than required by A(i)(a) if –</p> <p>(i) the aggregate perimeter dimension of walls, solid screens, and supports located within the setback does not exceed 15% of the total perimeter dimension (along the line of</p>	<p>Complies</p> <p>The proposed development complies with all setback requirements.</p> <p>Not Applicable</p> <p>The proposed development is not located on a corner lot.</p> <p>Complies</p> <p>The proposed development meets all setbacks requirements for an open carport.</p>

Performance Criteria	Acceptable Solution	Response
	<p>supports) of that part of the carport within the same setback (Figure 4); and</p> <p>(ii) there is no alternative on-site location for a garage or carport that –</p> <p>(A) complies with A(i)(a); and</p> <p>(B) will allow vehicular access having a minimum width of 2.5m; and</p> <p>(C) has a maximum gradient of 1 in 5.</p> <p>(d) For structures the minimum road setbacks are as for A1(a),(b), and (c) except for –</p> <p>(i) swimming pools, where the minimum distance from the water to the road frontage is –</p> <p>(A) where the vertical distance to the coping above the finished ground level is not more than 1.2m – 1.5m; or</p> <p>(B) where a solid wall or fence at least 1.8m high above finished ground level is constructed between the water and the road frontage and the top of the wall or fence is at least 1.0m above the top of the coping of the pool – no requirement; and</p> <p>(ii) screens, fences, retaining walls or a combination of screens, fences or retaining walls not more than 2m in height; and</p> <p>(iii) roofed gatehouses and arches having –</p> <p>(A) a maximum area of 4m²; and</p> <p>(B) not more than 2m</p>	<p>Not Applicable</p>

Performance Criteria	Acceptable Solution	Response
	wide elevation to street; and (C) not more than 3m in height.	
P2 Buildings and structures – (a) provide adequate daylight and ventilation to habitable rooms; and (b) allow adequate light and ventilation to habitable rooms of buildings on adjoining lots. (c) do not adversely impact on the amenity and privacy of residents on adjoining lots.	A2 (a) The side and rear boundary clearance for a part of the building or structure is – (i) where the height of that part is 4.5m or less - 1.5m; and (ii) where the height of that part is greater than 4.5m but not more than 7.5m - 2m; and (iii) where the height is greater than 7.5m - 2m plus 0.5m for every 3m or part exceeding 7.5m. (b) For a rectangular or near rectangular narrow lot with a 15m or less frontage, the minimum side and rear setbacks for that part are – (i) where the height is not more than 7.5m – in accordance with Table A2; and (ii) where the height is more than 7.5m – 2m plus 0.5m for every 3m or part of 3m by which the height exceeds 7.5m. (c) Structures may be exempted from A2 (a) and (b) where – (i) the structure is not a deck, patio, pergola, verandah, gazebo or the like other than one permitted under A2 (c) (v) (ii) the structure is not used for entertainment, recreational purposes or the like (iii) a screen, fence or retaining wall or a combination of screens, fences or retaining walls is not more than 2m in height or (iv) a rainwater tank, including any supporting structure	<p>Complies The proposed development complies with all setback requirements.</p> <p>Not Applicable</p> <p>Not Applicable</p>

Performance Criteria	Acceptable Solution	Response
	<p>such as a stand, is not more than 2.4m high.</p> <p>(v) subject to (ii), it is a pergola or other structure which is-</p> <p>(A) not enclosed by walls or roofed; and</p> <p>(B) not more than 2.4m in height at the boundary; and</p> <p>(C) primarily ornamental or for horticultural purposes.</p> <p>(d) Subject to A2(c), class 10a buildings or parts may be within the boundary clearances nominated in A2(a) and (b) where –</p> <p>(i) the height of a part within the boundary clearance is not more than 4.5m and has a mean height of not more than 3.5m; and</p> <p>(ii) the total length of all buildings or parts, of any class, within the boundary clearance is not more than 9m along any one boundary; and</p> <p>(iii) the class 10a buildings or parts within the boundary clearance are located no closer than 1.5m to a required window in a habitable room of an adjoining dwelling.</p> <p>(e) Swimming pools may be within the boundary clearances nominated in A2(a) and (b) where –</p> <p>(i) a solid wall or fence, constructed to prevent water entry onto adjoining lots, at least 1.8m high above finished ground level, is erected between the swimming pool and the boundary of the lot; and</p> <p>(ii) the top of the wall or fence is at least 1.0m above the top of the coping of the pool.</p>	<p>Complies The proposed development complies with all setback requirements.</p> <p>Not Applicable</p>

Performance Criteria	Acceptable Solution	Response
P3 Adequate open space is provided for recreation, service facilities and landscaping.	A3 The maximum area covered by all buildings and structures roofed with impervious materials, does not exceed 50% of the lot area.	Complies The proposed development does not exceed 50% of the lot area.

Assessment Summary

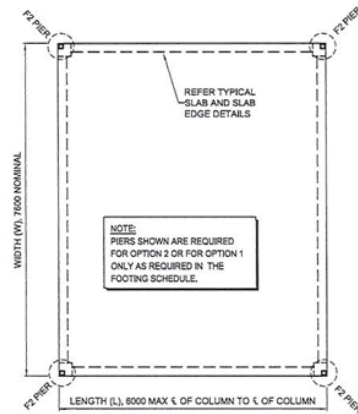
As only parts of proposed development are generally consistent with the General Residential Zone Code. It is recommended that only the existing garage be approved and the proposed extension be refused.

- Proposed Back Extension
- Existing Garage Extension

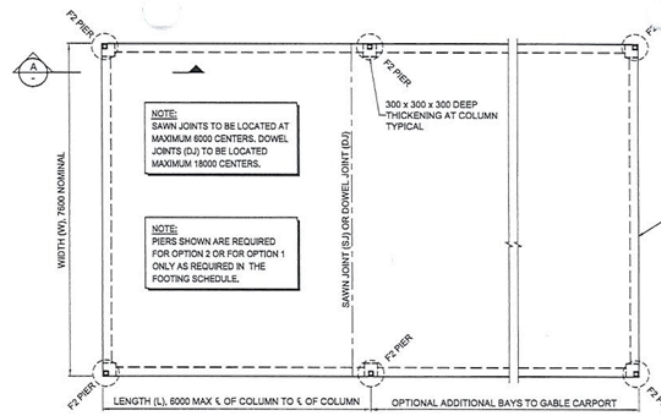


Site Plan

5 Spencer Street (Lot 13 on RP8610)



SINGLE BAY FOOTINGS AND SLAB PLAN
SCALE: 1:100



MULTI BAY FOOTINGS AND SLAB PLAN
SCALE: 1:100

FOOTING SCHEDULES		
FOOTING OPTION - 1 - PIERS REQUIRED IN ADDITION TO THE SLAB		
WIDTH	TO 7600	
HEIGHT	h = 3600 (max)	
SITE CLASSIFICATION	A, S & M SITES	MD, H, HD & E SITES
NO SHADOW WALL		
AT CORNER POST	NIL	N/A
AT INTERNAL POST	NIL	N/A
WITH SHADOW WALL		
AT CORNER POST	300Ø x 600	N/A
AT INTERNAL POST	300Ø x 900	N/A

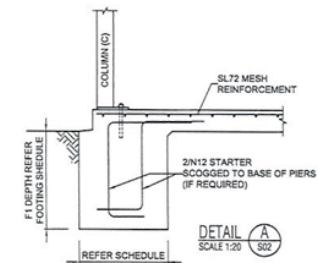
FOOTING SCHEDULES		
FOOTING OPTION - 2 - NO SLAB		
WIDTH	TO 7600	
HEIGHT	h = 4800 (max)	
SITE CLASSIFICATION	A, S & M SITES	MD, H, HD & E SITES
NO SHADOW WALL		
AT CORNER POST	300Ø x 600	300Ø x 600 U
AT INTERNAL POST	300Ø x 900	300Ø x 900 U
WITH SHADOW WALL		
AT CORNER POST	300Ø x 1200	300Ø x 900 U
AT INTERNAL POST	450Ø x 1200	450Ø x 1200 U

NOTE: WHERE 'U' IS DENOTED AFTER PIER DIMENSION, PROVIDE 150x150 BELLED UNDERCUT.

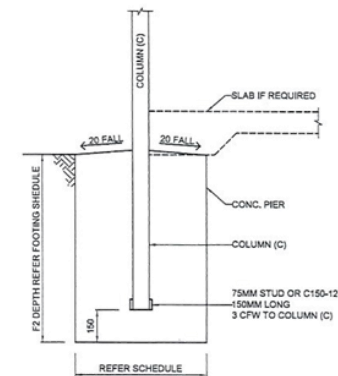
GENERAL FOOTING & SLAB NOTES

- G01 FOUNDATION: SUB GRADE SHALL BE COMPACTED TO 98% STANDARD COMPACTION; REFER TO GENERAL NOTES PAGE 14-6963-501 FOR BEARING CAPACITY, SHAFT ADHESION AND SOIL CLASS.
- G02 FOOTINGS: FOOTINGS MAY BE EITHER RAFT SLAB (OPTION 1) OR PIER (OPTION 2), REFER FOOTING SCHEDULE FOR DETAILS. RAFT SLAB FOOTINGS (OPTION 1) MAY BE USED ONLY FOR CLASS A, S AND M SITES.
- G03 SLAB ON GROUND: SLAB ON GROUND TO BE 100mm THICK UNLESS OTHERWISE NOTED, REINFORCED WITH SL72 MESH TOP. SAWN JOINTS TO BE PROVIDED IN SLAB AT MAXIMUM 18000 CRS. JOINTS TO BE SPACED EVENLY OVER SLAB WHERE POSSIBLE. JOINTS TO BE LOCATED MINIMUM 300mm AWAY FROM BASE OF COLUMN. REFER PAGE 14-6963-501 FOR CONCRETE AND SLAB NOTES.
- G04 TERMITE PROTECTION: THE GABLE CARPORT IS OF FULL STEEL FRAME CONSTRUCTION AND REQUIRES NO TERMITE PROTECTION.

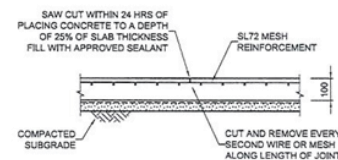
NOTE:
FOOTING OPTION 1 TO BE USED ONLY FOR HEIGHTS (H) UP TO 3600mm.
FOOTING OPTION 2 MAY BE USED FOR HEIGHTS UP TO 4800mm.



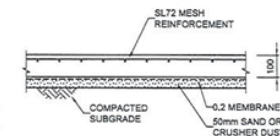
FOOTING OPTION 1 DETAIL
SCALE: 1:20



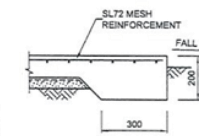
FOOTING OPTION 2 DETAIL
SCALE: 1:20



SAWN JOINT DETAIL
SCALE: 1:20



TYPICAL SLAB DETAIL
SCALE: 1:20



EDGE BEAM DETAIL
SCALE: 1:20

DRAWING REVISIONS				REFERENCE DRAWINGS				SIGNATURE APPROVAL		Summermore Pty Ltd		PROJECT TITAN STANDARD GABLE CARPORTS N3, N4, C1, C2
REV	DESCRIPTION	BY	DATE	DRAWING NUMBER	DRAWING TITLE	CONSENT	APPROVED	DATE	CONSULTING ENGINEERS	PO Box 1671	Browns Plains BC, QLD, 4118	
A	REVISED AS PER CLIENT'S REQUEST	GAB	JAN 2014				APPROVED	6715	MAY 2023	PO Box 1671	Browns Plains BC, QLD, 4118	TITAN GARAGES & SHEDS
B	REVISED AS PER CLIENT'S REQUEST	GAB	MAR 2014				REVIEWED					
C	REVISED AS PER CLIENT'S REQUEST	GAB	FEB 2015				DESIGNED	RAB	MAY 2023			
D	REVISED AS PER CLIENT'S REQUEST	GAB	NOV 2016				DRAWN	DH	MAY 2023			
E	REVISED AS PER CLIENT'S REQUEST	GAB	NOV 2019				SCALE	AS SHOWN				
F	REVISED AS PER CLIENT'S REQUEST	GAB	MAY 2021				ORIGINAL DRAWING SIZE at A3					
G	AMENDED FOOTING SIZES & CANTILEVER DEFINITION	DH	MAY 2023									REV G

