

NOTICE OF MEETING & AGENDA

Ordinary Meeting

Thursday 24 July 2025

Roma Administration Centre

NOTICE OF MEETING

Date: 17 July 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 **24 July 2025 at 9:00 AM**.



Robert Hayward
Chief Executive Officer

TABLE OF CONTENTS

Item No	Subject	
1	Welcome	
2	Attendances	
3	Confirmation of Minutes	
	Ordinary 10 July 2025	4
4	Declaration of Conflicts of Interest	
5	On the Table	
6	Presentations/Petitions and Deputations	
7	Consideration of notices of business	
8	Consideration of notices of motion	
9	Reception of notices of motion for next meeting	
Reports		
10	Office of the CEO	
	10.1 Monthly Report Actions from Council Meetings.....	17
	Prepared by: Lead Officer - Elected Members & Community Engagement	
	Attachment : Meeting Resolutions Status Report - June 2025	19
11	Corporate Services	
	11.1 2024/25 Quarter 4 Progress Report Operational Plan to 30 June 2025.	26
	Prepared by: Governance Officer	
12	Engineering	
13	Reports - Local Area Directors	
14	Regional Development	
	14.1 Approval of Selective Inspection Program 2025.....	29
	Prepared by: Manager - Community Safety & Rural Lands Services	
	Attachment : SIP - Communication Plan with Assets - 10 July 2025	34

14.2	Parthenium Management Plan	47
	Prepared by: Coordinator Rural Lands	
14.3	2026 Queensland Information Centre Association (QICA) Conference - Expression of Interest	51
	Prepared by: Events Attraction Officer	
	Project and Administration Officer	
	Attachment 1: 2026 Conference Host Invitation - Queensland Information Centre Association (QICA) Annual Conference.....	55
	Attachment 2: 2026 QICA Conference Host Expression of Interest - Roma region.....	59
14.4	Management Agreement - Surat Aquarium - Cobb & Co Changing Station	66
	Prepared by: Leases and Agreements Administration Officer	
14.5	Tender 25044 - Expression of Interest - Studio 2 Roma Community Arts Centre	71
	Prepared by: Leases and Agreements Administration Officer	
14.6	The Maranoa Nursing Advancement Bursary Program 2025 Assessment Panel.....	77
	Prepared by: Project and Administration Officer	
14.7	Development Application Material Change of Use "Low Impact Industry" (Extension to Tyre Shop) - 90-92 Charles Street, Roma (Ref: 2025/21417)	81
	Prepared by: (Acting) - Senior Town Planner	
	Attachment 1: 2025/21417 - Planning Assessment Report.....	94
	Attachment 2: 2025/21417 - MCU Plans	110
14.8	2015/19400 - Change Application (Minor) - Material Change of Use - Intensive Animal Industry	116
	Prepared by: (Acting) - Senior Town Planner	

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 Rates & Utilities - Write Off of Doubtful Debts**
Classification: Closed Access
 Local Government Regulation 2012 Section 254J(3)(d) rating concessions.

C.2 Report - Update of the Hydrogeological Model for Roma (QLD)

Classification: Closed Access

Local Government Regulation 2012 Section 254J(3)(c) the local government's budget.

Closure

MINUTES OF THE ORDINARY MEETING OF MARANOA REGIONAL COUNCIL HELD AT ROMA ADMINISTRATION CENTRE ON 10 JULY 2025 SCHEDULED TO COMMENCE AT 9:00 AM

ATTENDANCE

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

AS REQUIRED

Director Corporate Services – Brett Exelby, Director Bendemere – Stephen Scott, Director Regional Development, Environment and Planning – Jamie Gorry, Director Engineering – Seamus Batstone, Deputy CEO – Strategic Roads, Airports & Major Projects, Chief Financial Officer – Fleur Humphrey, Manager Community Safety & Rural Lands – Annie Connolly, Manager - Regional Facilities Management – Leah Cooper, Acting Manager – Strategic Water, Sewerage & Gas, (Acting) Manager - Planning, Building & Development Services – Lucy Pulsford, Lead Local Development Officer – Georgie Adams-Woodall, Senior Engineer – Program & Contract Management- Jarvis Black.

WELCOME

The Chair welcomed all present and declared the meeting open at 9.03am.

APOLOGIES

Resolution No. OM/07.2025/01

Moved Cr Brumpton

Seconded Cr Davis

That apologies be received and leave of absence granted for Cr. Taylor and Cr Vincent for this meeting.

CARRIED

7/0

CONFIRMATION OF MINUTES

Resolution No. OM/07.2025/02

Moved Cr Brumpton

Seconded Cr Hancock

That the minutes of the Special Budget Meeting held on 19 June 2025 be confirmed.

CARRIED

7/0

Resolution No. OM/07.2025/03

Moved Cr Hancock

Seconded Cr Davis

That the minutes of the Ordinary Meeting held on 19 June 2025 be confirmed.

CARRIED

7/0

ON THE TABLE

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

- 14.3 – Booringa Heritage Museum – Management Deed

BUSINESS

CORPORATE SERVICES

Item Number:	11.1	File Number: D25/58372
SUBJECT HEADING:	AUDIT COMMITTEE MEETING REPORT 9 JUNE 2025	
Officer's Title:	Director - Corporate Services	

Executive Summary:
In accordance with section 211(1)(c) of the Local Government Regulation 2012, this report provides an update to Council on the matters reviewed and the recommendations made by the Audit Meeting, at their meeting held on 9 June 2025.

Resolution No. OM/07.2025/04	
Moved Cr Brumpton	Seconded Cr Birkett
That Council receive and note the update from the Audit Committee Meeting held on 9 June 2025.	
CARRIED	7/0

Responsible Officer	Director - Corporate Services
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Item Number:	11.2	File Number: D25/60049
SUBJECT HEADING:	ANNUAL SHOW PUBLIC HOLIDAYS 2026	
Officer's Title:	Director - Corporate Services Governance Officer	

Executive Summary:
The Office of Industrial Relations invited Maranoa Regional Council to submit nominations for the show (public) holidays for 2026.

The 2026 Roma Agricultural Show is scheduled for Thursday 7, Friday 8 and Saturday 9 May 2026, and the 2026 Mitchell Agricultural Show is scheduled for Monday 11 and Tuesday 12 May 2026.

Resolution No. OM/07.2025/05	
Moved Cr Birkett	Seconded Cr Brumpton
That Council approve the Chief Executive Officer to make application for Ministerial approval for the following Special Holidays in 2026:	
<div><input type="checkbox"/> Friday, 8 May 2026 for the 2026 Roma Annual Show Holiday; and</div> <div><input type="checkbox"/> Tuesday, 12 May 2026 for the 2026 Mitchell Annual Show Holiday.</div>	
CARRIED	7/0

Responsible Officer	Director - Corporate Services
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REPORTS - LOCAL AREA DIRECTORS

Item Number: 13.1 File Number: D25/64067

SUBJECT HEADING: ROMA TOUCH ASSOCIATION - REQUEST FOR ASSISTANCE

Officer's Title: Lead Local Development Officer

Executive Summary:

Roma Touch Association Incorporated sought Council's support for their application to the Gambling Community Benefit Fund to upgrade lighting at the touch football fields. The association requested a financial contribution of \$10,000 from Council towards the estimated \$140,000 project, which includes the club's own contribution of \$30,000 and a \$100,000 grant application.

Resolution No. OM/07.2025/06

Moved Cr Flynn

Seconded Cr Birkett

That Council:

1. Provide in principle support for Roma Touch Association Incorporated for their application to the Gambling Community Benefit Fund for a lighting upgrade at the Roma Touch football fields.
2. Commit \$10,000 towards the project pending a successful grant application, with funds to be finalised at a quarterly budget review.
3. Request that Council's contribution is acknowledged if the application is successful.
4. Note that the Roma Touch Association Incorporated has an existing user agreement for the use of the Council-owned touch football fields and is responsible for maintenance of buildings under this agreement.
5. Invite the Roma Touch Association to a future briefing to discuss a possible change in arrangements for the Roma Touch Association with Council.

CARRIED

7/0

Responsible Officer

Lead Local Development Officer

REGIONAL DEVELOPMENT

Item Number: 14.1 File Number: D25/59254

SUBJECT HEADING: POLICY ENDORSEMENT - WILD DOG SCALP BOUNTY

Officer's Title: Manager - Community Safety & Rural Lands Services

Executive Summary:

This report sought Council's endorsement of the Wild Dog Scalp Bounty Policy (the policy). The policy formalises a bounty system to encourage community efforts in reducing wild dog numbers. Wild dogs pose a major biosecurity risk, impacting both livestock and biodiversity.

The policy supports Council's strategic priorities of protecting the natural environment and supporting the rural industry.

Maranoa Regional Council

Ordinary Meeting - 24 July 2025

Resolution No. OM/07.2025/07

Moved Cr Seawright

Seconded Cr Birkett

That Council endorse the Wild Dog Scalp Bounty Policy, as presented, and authorise its implementation, with funding and operational details to be managed under the pest management budget.

CARRIED

7/0

Responsible Officer

Manager - Community Safety & Rural Lands
Services

Item Number:

14.2

File Number: D25/63665

SUBJECT HEADING:

2015/19400 - CHANGE APPLICATION (MINOR) -
MATERIAL CHANGE OF USE - INTENSIVE ANIMAL
INDUSTRY

Officer's Title:

(Acting) - Senior Town Planner

Executive Summary:

McIntyre Agriculture Pty Ltd & McIntyre Land Pty Ltd have submitted a Minor Change Application to the existing approval for a Material Change of Use to establish an "Intensive Animal Industry" (4,000 Standard Cattle Units) and Environmentally Relevant Activity 2(1)(b) – Intensive Animal Feeding located at 1115 Binya Lane, Mount Abundance, described as Lots 17 & 19 on WV841 (the subject premises).

Resolution No. OM/07.2025/08

Moved Cr Flynn

Seconded Cr Brumpton

That this matter be deferred to a future Council meeting to come via a briefing of the council on 16 July 2025.

CARRIED

7/0

Responsible Officer

(Acting) - Senior Town Planner

Declaration of Interest

Item	14.3
Description	Booringa Heritage Museum – Management Deed
Declaring Councillor	Cr John Birkett
Person with the interest Related party / close associate / other relationship	My Father Gary Birkett
Particulars of Interest	Gary is an Executive Member of the Booringa Heritage Museum.
Type of conflict	Prescribed conflict of interest
Action	Leave the room while the matter is discussed and voted on.

Cr Birkett left the meeting at 9.20am.

Item Number:	14.3	File Number: D25/58072
SUBJECT HEADING:	BOORINGA HERITAGE MUSEUM - MANAGEMENT DEED	
Location:	Mitchell	
Officer's Title:	Leases and Agreements Administration Officer	

Executive Summary:
Council received a request from the Booringa Heritage Group Incorporated, to renew its agreement with Council for the use and operation of the Booringa Heritage Museum located at 4 Elizabeth Street, Mitchell.

Resolution No. OM/07.2025/09	
Moved Cr Brumpton	Seconded Cr Hancock
That Council:	
<div>1. Enter into a Management Deed with the Booringa Heritage Group Incorporated for a period of five (5) years, with the option to renew for a further five (5) year term, for the management of the Booringa Heritage Museum.</div> <div>2. Authorise the Chief Executive Officer, (or delegate) to execute the necessary documentation.</div>	
CARRIED	6/0

Responsible Officer	Leases and Agreements Administration Officer
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At cessation of discussion and decision on the abovementioned item, cr Birkett returned to the meeting at 9.23am.

<p>Section 150F A (2)(e) of the <i>Local Government Act 2009</i> 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.</p> <p>Name of each eligible councillor who voted on the matter: Cr. Meryl Brumpton, Cr. Amber Davis, Cr. Peter Flynn, Cr Johanne Hancock, Cr. Cameron O’Neil, Cr Brendan Seawright.</p> <p>How each eligible councillors voted: Each councillor voted in favour of the motion.</p>
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LATE ITEMS

Item Number: L.1 **File Number:** D25/68316

SUBJECT HEADING: **OPTIONS FOR THE EXTENSION AND SEALING OF ALEXANDER AVENUE, ROMA**

Councillor's Title: **Cr. Cameron O'Neil**

Executive Summary:
Request for Council to further investigate potential options and costs associated with extending and sealing a section of Alexander Avenue, Roma.

Resolution No. OM/07.2025/10	
Moved Cr Brumpton	Seconded Cr Davis
That Council request a report be prepared for an upcoming Council Meeting, via a council briefing, outlining the options, estimated costs, and potential funding sources for the extension and sealing of Alexander Avenue, Roma.	
CARRIED	7/0

Responsible Officer	Deputy CEO – Strategic Roads, Airports & Major Projects
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Declaration of Interest

Item	L.2
Description	Wallumbilla Multipurpose Facility Name
Declaring Councillor	Cr 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.
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 9.31am.

Item Number: L.2 **File Number:** D25/68515

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, a formal addressed mailout was undertaken and submissions were invited and received from the local Wallumbilla Community.

This report provided a summary of the results received 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

Maranoa Regional Council
Ordinary Meeting - 24 July 2025

Resolution No. OM/07.2025/11

Moved Cr Hancock

Seconded Cr Birkett

That Council endorses 'The Wheat Shed' as the official name for the Wallumbilla Multipurpose Building.

CARRIED

6/0

Responsible Officer

Local Area Director - Bendemere

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

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.

How each eligible councillors voted:

Each councillor voted in favour of the motion.

CONFIDENTIAL ITEMS

Resolution No. OM/07.2025/12

Moved Cr Birkett

Seconded Cr Hancock

In accordance with the provisions of Section 254(J(3) of the Local Government Regulation 2012, that Council resolve to close the meeting to the public [at 9.34am] 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 – Trusteeship over Lot 67 on WAL53309 and Lot 67 on WV1687 – Renewal of Term	Section 254J(3)(i) a matter the local government is required to keep confidential under a	Consideration of proposed amendment to Resolution Number OM/05.2025/46.

Maranoa Regional Council

Ordinary Meeting - 24 July 2025

Lease over Lot 67 on WV1687	law of, or formal arrangement with, the Commonwealth or a State.	
C.2 – Planning Consultancy Services – Balonne Shire Council	Section 254J(3)(g) negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government.	This report presents a new Agreement to provide town planning consultancy services to the Balonne Shire Council.
C.3 – Amendment to Council’s Fees & Charges Schedule – Gas Tariff Charges 2025/26	Section 254J(3)(c) the local government’s budget	This report seeks approval to amend the Gas Tariff Charges following the final signed Gas Supply Agreement.
LC.1 – Tender 25028 – contract Award for Miscamble & Queen St Cycleway upgrade	Section 254J(3)(c) the local government’s budget; AND (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.	<p>Council invited suitably qualified and experienced contractors to submit lump sum pricing for construction of the Miscamble & Queen St Cycleway Upgrade project. The project will improve pedestrian and cyclist safety routes at this site.</p> <p>The project is primarily funded by the Queensland Government’s Cycle Network Local Government Grants (CNLGG) program, while Council has approved a funding top-up as part of the 25-26 Capital Budget.</p> <p>The tender period opened on 15 April 2025 and closed on 12 May 2025. Four tenders were received and evaluated. This report provides a summary of the analysis and recommendation for tender award.</p>
LC.2 – Tender 25016 – Contract Award for 2024/2025 Road Rehabilitation	Section 254J(3)(c) the local government’s budget; AND (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.	<p>Council invited suitably qualified and experienced contractors to submit schedule of rates pricing for delivery of the 2024-2025 Road Rehabilitation package of works.</p> <p>Road rehabilitation is an integral part of Council’s approach to maintaining our sealed road network. The 2024-2025 package includes Council-funded and Flood Damage funded portions of work. This package also includes a project from the 2025-2026 Capital budget which is jointly TIDS and Council funded.</p> <p>The tender period opened on 01 May 2025 and closed on 09 June 2025. Nine (9) tenders were received and evaluated. This report provides a summary of the tender evaluation, analysis and recommendation for tender award.</p>
CARRIED		
7/0		

Maranoa Regional Council
Ordinary Meeting - 24 July 2025

Cr Flynn left the meeting at 10.03am, and returned at 10.06am.

Resolution No. OM/07.2025/13

Moved Cr Hancock

Seconded Cr Flynn

That Council open the meeting to the public [at 10.11am].

CARRIED

7/0

Item Number:

C.1

File Number: D25/61683

SUBJECT HEADING:

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

Officer's Title:

Administration Officer - Council Facilities Management

Original Resolution Meeting Date: **27 May 2025**

Original Resolution Number: **OM/05.2025/46**

That Council:

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

Resolution No. OM/07.2025/14

Moved Cr Brumpton

Seconded Cr Birkett

That Council amend Resolution Number OM/05.2025/46 to read as follows:

That Council:

- 1. Advise the Department of Natural Resources and Mines, Manufacturing and Regional and Rural Development of its acceptance, of the offer of Trusteeship over Lot 67 on WAL53309 and Lot 67 on WV1687.**
- 2. Offer no objection to the renewal of Term Lease over Lot 67 on WV1687.**
- 3. Authorise the Chief Executive Officer (or delegate) to sign documentation in relation to this decision.**

CARRIED

7/0

Responsible Officer

Administration Officer - Council Facilities Management

Item Number: C.2 **File Number:** D25/63109

SUBJECT HEADING: **PLANNING CONSULTANCY SERVICES - BALONNE SHIRE COUNCIL**

Officer's Title: **Manager - Regional Planning & Building Development**

Executive Summary:
This report presented a new Agreement to provide town planning consultancy services to the Balonne Shire Council.

Resolution No. OM/07.2025/15	
Moved Cr Hancock	Seconded Cr Flynn
That Council authorise the Chief Executive Officer or delegate, to execute the Agreement with Balonne Shire Council for the period of 21 July 2025 – 30 June 2027, as presented.	
CARRIED	7/0

Responsible Officer	Manager - Regional Planning & Building Development
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Item Number: C.3 **File Number:** D25/64527

SUBJECT HEADING: **AMENDMENT TO COUNCIL'S FEES & CHARGES SCHEDULE - GAS TARIFF CHARGES 2025/26**

Officer's Title: **(Acting) Manager - Strategic Water, Sewerage & Gas Lead Rates and Utilities Billing Officer / System Administrator**

Executive Summary:
This report sought approval to amend the Gas Tariff Charges following the final signed Gas Supply Agreement.

Maranoa Regional Council

Ordinary Meeting - 24 July 2025

Resolution No. OM/07.2025/16

Moved Cr Davis

Seconded Cr Brumpton

That Council approve and amend the Fees and Charges Schedule for Gas Tariff Charges as listed in the report and as follows, effective from 1 October 2025:

Fee Name	2025/2026 Fee (excl. GST)
Domestic - First 1000 MJ (Megajoule) per Quarter	First 1000 MJ (Megajoule) - \$0.09 Min. Fee (incl. GST): \$90.00
Domestic Next 2000 MJ (Megajoule) per Quarter	Next 2000 MJ (Megajoule) - \$0.075 Min. Fee (incl. GST): \$90.00
Domestic Over 3000 MJ (Megajoule) per Quarter	Over 3000 MJ (Megajoule) - \$0.07 Min. Fee (incl. GST): \$90.00
Industrial/Commercial/Other First 2000 MJ (Megajoule) - Monthly	First 2000 MJ (Megajoule) - \$0.062 Min. Fee (incl. GST): \$30.00
Industrial/Commercial/Other Next 3000 MJ (Megajoule) - Monthly	Next 3000 MJ (Megajoule) - \$0.05 Min. Fee (incl. GST): \$30.00
Industrial/Commercial/Other Over 5000 MJ (Megajoule) - Monthly	Over 5000 MJ (Megajoule) - \$0.02 Min. Fee (incl. GST): \$30.00
Industrial/Commercial/Other First 6000 MJ (Megajoule) per Quarter	First 6000 MJ (Megajoule) - \$0.062 Min. Fee (incl. GST): \$90.00
Industrial/Commercial/Other Next 9000 MJ (Megajoule) per Quarter	Next 9000 MJ (Megajoule) - \$0.05 Min. Fee (incl. GST): \$90.00
Industrial/Commercial/Other Over 15000 MJ (Megajoule) per Quarter	Over 15000 MJ (Megajoule) - \$0.02 Min. Fee (incl. GST): \$90.00
Industrial/Commercial/Other Over 1 000 000 MJ (Megajoule) per annum	Individual Contracts Apply
Government First 6000 MJ (Megajoule) per Quarter	First 6000 MJ (Megajoule) - \$0.062 Min. Fee (incl. GST): \$90.00
Government Next 9000 MJ (Megajoule) per Quarter	Next 9000 MJ (Megajoule) - \$0.05 Min. Fee (incl. GST): \$90.00
Government Over 15000 MJ (Megajoule) per Quarter	Over 15000 MJ (Megajoule) - \$0.044 Min. Fee (incl. GST): \$90.00

CARRIED

7/0

Responsible Officer

(Acting) Manager - Strategic Water, Sewerage & Gas

Item Number:

LC.1

File Number: D25/53573

SUBJECT HEADING:

**TENDER 25028 - CONTRACT AWARD FOR MISCAMBLE
& QUEEN ST CYCLEWAY UPGRADE**

Officer's Title:

Senior Engineer - Program & Contract Management

Executive Summary:

Council invited suitably qualified and experienced contractors to submit lump sum pricing for construction of the Miscamble & Queen St Cycleway Upgrade project. The project will improve pedestrian and cyclist safety routes at this site.

The project is primarily funded by the Queensland Government's Cycle Network Local Government Grants (CNLGG) program, while Council has approved a funding top-up as part of the 25-26 Capital Budget.

The tender period opened on 15 April 2025 and closed on 12 May 2025. Four tenders were received and evaluated. This report provides a summary of the analysis and recommendation for tender award.

Resolution No. OM/07.2025/17

Moved Cr Brumpton

Seconded Cr Birkett

That Council:

- 1. Select Roma Earthmoving Pty Ltd as the preferred tenderer for the Miscamble & Queen St Cycleway Upgrade project, for an estimated contract sum of \$598,617.25 excluding GST.**
- 2. Authorise the Chief Executive Officer (or delegate) to enter into final negotiations with the tenderer, noting the anticipated contract sum value above, and execute the contract if the final terms and project delivery conditions are acceptable.**
- 3. Authorise the nominated Superintendent (for Council) the delegation to order variations up to the value of the approved project budget, noting the nature of the contract and the requirement to use variations to achieve project goals.**

CARRIED

7/0

Responsible Officer

**Senior Engineer - Program & Contract
Management**

Maranoa Regional Council
Ordinary Meeting - 24 July 2025

Item Number: LC.2 **File Number:** D25/61986

SUBJECT HEADING: TENDER 25016 - CONTRACT AWARD FOR 2024/2025
ROAD REHABILITATION PROGRAM

Officer's Title: Senior Engineer - Program & Contract Management

Executive Summary:

Council invited suitably qualified and experienced contractors to submit schedule of rates pricing for delivery of the 2024-2025 Road Rehabilitation package of works.

Road rehabilitation is an integral part of Council's approach to maintaining our sealed road network. The 2024-2025 package includes Council-funded and Flood Damage funded portions of work. This package also includes a project from the 2025-2026 Capital budget which is jointly TIDS and Council funded.

The tender period opened on 01 May 2025 and closed on 09 June 2025. Nine (9) tenders were received and evaluated. This report provided a summary of the tender evaluation, analysis and recommendation for tender award.

Resolution No. OM/07.2025/18

Moved Cr Davis

Seconded Cr Birkett

That Council:

- 1. Select Stabilcorp Pty Ltd as the preferred tenderer for the 2024-2025 Road Rehabilitation package, for an estimated contract sum of \$1,793,353.84 excluding GST.**
- 2. Authorise the Chief Executive Officer (or delegate) to enter into final negotiations with the tenderer, noting the anticipated contract sum value above, and execute the contract if the final terms are acceptable.**
- 3. Authorise the nominated Superintendent (for Council) the delegation to order variations up to the value of the approved project budgets, noting the schedule of rates nature of contract and the requirement to use variations to achieve project goals.**
- 4. Note that patch repairs on Mt Moffatt Road (Part B), between Ch 55–62 km, will be completed under the upcoming Queensland Reconstruction Authority-funded Flood Damage Event 15/16 program, fulfilling the requirements of Resolution No. OM/08.2024/49, Items 2 and 3.**

CARRIED

7/0

Responsible Officer

**Senior Engineer - Program & Contract
Management**

CLOSURE

There being no further business, the Chair thanked Council for their attendance and declared the meeting closed at 10.18am.

These Minutes are to be confirmed at the next Ordinary Meeting of Council to be held on 24 July 2025, at Roma Administration Centre.

INFORMATION REPORT

Meeting: Ordinary 24 July 2025	Date: 16 July 2025
Item Number: 10.1	File Number: D25/71144
SUBJECT HEADING:	Monthly Report Actions from Council Meetings
Classification:	Open Access
Officer's Title:	Lead Officer - Elected Members & Community Engagement

Executive Summary:
The purpose of this report is to provide Council with an update on the status of Council meeting actions for the month of June 2025.

Officer's Recommendation:
That Council receive and note the Officer's report as presented.

Background:
This monthly report provides an update on the status of Council decisions at ordinary meetings held during the month of June 2025. The aim of the report is to provide visibility for Council and the community on progress of implementation of these decisions.

Body of Report:

Ordinary Meetings were held on the 12 June 2025 and 19 June 2025.

A detailed report on the progress of outstanding actions from the commencement of this term of Council is also provided at the last Councillor briefing of each month.

Total Number of Decisions requiring Implementation	Number in Progress	Number Completed
26	6	20

The attached report shows the decisions and subsequent status of Council Meeting Resolutions for the month of June 2025.

Link to Corporate Plan:

Corporate Plan 2023-2028

Corporate Plan Pillar 4: Accountability

4.5 Good governance framework

Supporting Documentation:

1 [↓](#) Meeting Resolutions Status Report - June 2025

D25/72067

Report authorised by:

Chief Executive Officer

Divisions:	Corporate Services, Engineering, Regional Development, Environment and Planning, Office of the CEO	Date From:	1/06/2025
Meeting Resolutions Status Report	Ordinary Meetings:	Date To:	30/06/2025
	June 2025	Printed:	Thursday, 17 July 2025 12:54:30 PM

^MEETING DATE	RESOLUTION	SUBJECT	MOTION	OFFICER	STATUS
12/06/2025	OM/06.2025/02	Yuleba Community Projects Water Play	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: <ul style="list-style-type: none">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.	Deputy Director Strategic Road Management	Complete
12/06/2025	OM/06.2025/04	Sponsorship Request - Roma Ignites Event	That Council: 1. Provide sponsorship of \$2000,000 towards the Roma Ignites events 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	Lead Local Development Officer	Complete
12/06/2025	OM/06.2025/05	Adoption of Sculptures Out Back Concept Design	That Council: 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.	Lead Local Development Officer	In Progress
12/06/2025	OM/06.2025/06	Surat Water Allocation Update # 5	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.	LAD Warroo	In progress

Divisions:	Corporate Services, Engineering, Regional Development, Environment and Planning, Office of the CEO	Date From:	1/06/2025
Meeting Resolutions	and Local Area Directors	Date To:	30/06/2025
Ordinary Meetings:	June 2025	Printed:	Thursday, 17 July 2025 12:54:30 PM
Status Report			

^MEETING DATE	RESOLUTION	SUBJECT	MOTION	OFFICER	STATUS
12/06/2025	OM/06.2025/07	Wallumbilla Multipurpose Facility Name	<p>That Council:</p> <ol style="list-style-type: none"> Notes the feedback received from community groups and considers the options and community input outlined in this report. Undertake a community survey/vote by way of an addressed mail per household to Wallumbilla and surrounds residents with two (2) options- <ol style="list-style-type: none"> The Wheat Shed Wallumbilla Community Hub Council consider these results to finalise the naming of this new community facility at the first ordinary meeting of Council in July 2025. 	LAD Bendemere	Complete
12/06/2025	OM/06.2025/08	Applications Through Regional Arts Development Fund (RADF) Program 2024/2025	That Council endorse the RADF Committee's grant assessment recommendation in supporting the QCWA Roma Branch for \$728.00.	Regional Arts & Culture Officer	Complete
12/06/2025	OM/06.2025/13	Request for Fee Waiver – Planning Application 20586/2022 (Change Application – Material Change of Use “Undefined Use” (Blacksmith Workshop_	<p>That Council:</p> <ol style="list-style-type: none"> 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: Apply the fee category for Shop/Service Industry, \$2,655.00 (Impact assessable and requiring external building work) to the Other Change Application. 	Planning Officer	Complete
12/06/2025	OM/06.2025/14	Tender 25040 – Lease Lot 2 on SP212826 – Bassett Lane East Roma	<p>That Council:</p> <ol style="list-style-type: none"> 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. 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. Assign the income to GL 1491.1075 (Lease Income). 	Leases and Agreements Administration Officer	Complete
12/06/2025	OM/06.2025/15	Assignment of Leases – Major Mitchell Caravan Park	<p>That Council:</p> <ol style="list-style-type: none"> 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. 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. 	Manager Regional Facilities Management	Complete

Divisions:	Corporate Services, Engineering, Regional Development, Environment and Planning, Office of the CEO	Date From:	1/06/2025
Meeting Resolutions	and Local Area Directors	Date To:	30/06/2025
Ordinary Meetings:	June 2025	Printed:	Thursday, 17 July 2025 12:54:30 PM
Status Report			

^MEETING DATE	RESOLUTION	SUBJECT	MOTION	OFFICER	STATUS
			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.		
12/06/2025	OM/06.2025/16	Terrarara Gravel Pit	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; <input type="checkbox"/> Up to 100,000 tonnes = \$0.20 <input type="checkbox"/> 100,001 – 200,000 tonnes = \$0.30 <input type="checkbox"/> 200,001 – 300,000 tonnes = \$0.40 <input type="checkbox"/> 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: <input type="checkbox"/> Quarry Site Development and Management Plans as per the Forestry Act 1959; <input type="checkbox"/> Landholder Memorandum of Agreements for access to and use of an extractive site on a landholder's property; and Gravel Pit Access Agreements.	Director Engineering	In Progress
12/06/2025	OM/06.2025/17	Roma Country Music Festival - post-event report	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.	Events Attraction Officer	Complete
19/06/2025	OM/06.2025/20	Yuleba Community Projects Water Play	That Council repeal Resolution Number OM/04.2025/44 and replace with: That Council:	Deputy Director/Strategic Road Management	Complete

Divisions:	Corporate Services, Engineering, Regional Development, Environment and Planning, Office of the CEO	Date From:	1/06/2025
Meeting Resolutions	and Local Area Directors	Date To:	30/06/2025
Ordinary Meetings:	June 2025	Printed:	Thursday, 17 July 2025 12:54:30 PM
Status Report			

^MEETING DATE	RESOLUTION	SUBJECT	MOTION	OFFICER	STATUS
			<ol style="list-style-type: none"> Endorse the final design of the Yuleba Water Play, based on Option 1 with the following modifications: <ul style="list-style-type: none"> 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. Approve the reallocation of surplus funds of \$300,000 from the Wallumbilla Multipurpose Building Construction project to the Yuleba Community Projects – Main Street. Provide an update to the community on the project via pre-construction/commencement media release. 		
19/06/2025	OM/06.2025/21	Audit and Risk Committee Terms of Reference	That Council adopt the updated Terms of Reference for the Audit and Risk Committee as presented.	Director – Corporate Services	Complete
19/06/2025	OM/06.2025/23	Memorandum of Understanding between Queensland Fire Department & Maranoa Regional Council	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.	Emergency Management Coordinator	Complete
19/06/2025	OM/06.2025/24	Easter in the Country 2025	<p>That Council:</p> <ol style="list-style-type: none"> Commend the Easter in the Country committee for delivering a highly successful 2025 event. Receive and note the in-kind assistance costs. 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. 	Lead Local Development Officer	Complete
19/06/2025	OM/06.2025/25	Sponsorship Request - Roma Aero Club	<p>That Council:</p> <ol style="list-style-type: none"> 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. 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. 	Lead Local Development Officer	Complete
19/06/2025	OM/06.2025/26	Payment to Queensland Local Government Mutual - Annual Liability Insurance Contribution	<p>That Council:</p> <ol style="list-style-type: none"> 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 of \$57,624.10). 	Manager – Regional Facilities Manager	Complete

Divisions:	Corporate Services, Engineering, Regional Development, Environment and Planning, Office of the CEO	Date From:	1/06/2025
Meeting Resolutions	and Local Area Directors	Date To:	30/06/2025
Ordinary Meetings:	June 2025	Printed:	Thursday, 17 July 2025 12:54:30 PM
Status Report			

^MEETING DATE	RESOLUTION	SUBJECT	MOTION	OFFICER	STATUS
			2. Authorise the Chief Executive Officer to approve the purchase order with expenditure assigned to the 2025/26 budget allocation for liability insurance.		
19/06/2025	OM/06.2025/28	Development Application Material Change of Use "Dwelling House" (Domestic Outbuilding) - 5 Spencer Street, Roma (Ref:2025/21456)	That this matter be laid on the table until later in the meeting <i>[to allow additional time to review the site information and plans for this application]</i> .	Planning Officer	In Progress
19/06/2025	OM/06.2025/29	Loan of Heritage Assets - Hayshed tin sheeting	That Council: 1. Loan the tin sheeting, featuring the names and signatures of swaggies, workers, and returned soldiers, to the Butter Factory at its Roma site for display, ensuring local heritage is preserved, appreciated, and accessible to the community. 2. Enter into a straightforward loan agreement for the period of five (5) years, concluding in June 2030, with an option to renew for an additional five years if requested by the organisation. 3. Update Council's asset registers to reflect this arrangement.	Project Administration Officer	Complete
19/06/2025	OM/06.2025/30	Brigalow Discovery Centre	That Council: 1. Provide a letter of in-principal support for concept of the Brigalow Discovery Centre. 2. Nominate Cr Cameron O'Neil and the Director of Regional Development, Environment & Planning to participate as Council's representatives on the Steering Committee for the Brigalow Discovery Centre. 3. Consider allocating a funding contribution at the Q1 Budget Review to go towards the feasibility study.	Project Administration Officer	Complete
19/06/2025	OM/06.2025/35	Request For Fee Wavier - Planning Application 2025/21479 (Material Change of Use "Outdoor Sports & Recreation" (Swim School))	That Council: 1. Refuse to grant a waiver of the application fee of \$5,901 for the submitted Material Change of Use "Outdoor Sports & Recreation" located at 6 Tate Place, Roma (Reference: 2025/21479), and instead: 2. Apply the fee category for Home Based Business, \$1,519.00 (Impact Assessable) to the Material Change of Use Application.	Planning Officer	Complete
19/06/2025	OM/06.2025/36	Great Australian Charity Cattle Drive - MOU	That Council: 1. Endorse the Memorandum of Understanding between Maranoa Regional Council and the Great Australian Charity Cattle Drive for the concert in Mitchell, Roma Saleyards Beef Banquet, and logistics of moving through and spelling cattle in the Maranoa - subject to an amendment changing the Mitchell event venue from the Mitchell Showgrounds to the Mitchell Shire Hall.	Events Attraction Officer	Complete

Meeting Resolutions Status Report	Divisions:	Corporate Services, Engineering, Regional Development, Environment and Planning, Office of the CEO	Date From:	1/06/2025
	Ordinary Meetings:	June 2025	Date To:	30/06/2025
			Printed:	Thursday, 17 July 2025 12:54:30 PM

^MEETING DATE	RESOLUTION	SUBJECT	MOTION	OFFICER	STATUS
			2. Authorise the Chief Executive Officer (or delegate) to sign the amended Memorandum of Understanding, with the change of venue in Mitchell.		
19/06/2025	OM/06.2025/37	Request for Assistance - Plumbing Works - L27 I7187	That Council: 1. Receive and note the request. 2. Engage Portbury's Plumbing Services to complete works for a new sewer connection as per quote 240 for \$2,695 (incl GST) and for funds to come from work order Work Order 10921.2051.2001 - Sewerage Reticulation Maintenance Injune. 3. Approve to waive the 'Connection of Building Main (Up to 2.0 metres deep)' fee of \$756 (incl GST). 4. Decline the payment of compensation for the costs of works to repair the private sewer lines. 5. Write to the ratepayer and advise that while Council is empathetic towards their situation and circumstances and is unable to provide financial assistance for the private works, it is offering support by waiving the standard connection fee of \$756 (including GST).	Acting Manager – Planning, Building & Development Services	Complete
19/06/2025	OM/06.2025/38	Gubberra Quarry	That Council authorise the Chief Executive Officer (or delegate) to continue to progress and consider potential arrangements with the landholder of Lot 2 on SP200044.	Director – Engineering	In Progress
19/06/2025	OM/06.2025/39	Rosedale Road - Request for Extension and Upgrade to Gravel Standard	That Council: 1. Thank the landholders for their proactive approach in seeking to co-fund the upgrade of Rosedale Road and for their contribution offer toward improving Council's rural road infrastructure. 2. Decline the request to co-fund the upgrade of the final 2.7 kilometres of Rosedale Road to gravel standard at this time, noting the number of current unfunded road upgrade requests across the region and the need to prioritise limited capital funding based on road hierarchy, traffic volumes, and residential access. 3. Advise the landholders that this decision does not preclude them from undertaking the upgrade at their own cost through a private arrangement, subject to compliance with Council's Works on Roads Policy and construction standards. 4. Pre-approve the waiving of the Works on Roads Permit fee, should the landholders wish to pursue delivery of the upgrade through a private works arrangement in accordance with Council's Policy.	Deputy Director / Strategic Road management	In Progress
19/06/2025	OM/06.2025/40	Development Application Material Change of Use "Dwelling House" (Domestic Outbuilding) - 5	The Council approve 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, subject to the following listed conditions and general advice-	Planning Officer	Complete

Meeting Resolutions Status Report	Divisions:	Corporate Services, Engineering, Regional Development, Environment and Planning, Office of the CEO	Date From:	1/06/2025
		and Local Area Directors	Date To:	30/06/2025
	Ordinary Meetings:	June 2025	Printed:	Thursday, 17 July 2025 12:54:30 PM

^MEETING DATE	RESOLUTION	SUBJECT	MOTION	OFFICER	STATUS
		Spencer Street, Roma (Ref:2025/21456)			
19/06/2025	OM/06.2025/41	Development Application Material Change of Use "Dwelling House" (Domestic Outbuilding)- Lot 900, Wormwell Drive, Roma (Ref:2025/21474)	That this application be deferred to the ordinary meeting on 24 July 2025, via briefing prior on 16 July 2025.	Planning Officer	In Progress

OFFICER REPORT

Meeting: Ordinary 24 July 2025

Date: 12 June 2025

Item Number: 11.1

File Number: D25/58384

SUBJECT HEADING: 2024/25 Quarter 4 Progress Report | Operational Plan to 30 June 2025.

Classification: Open Access

Officer's Title: Governance Officer

Executive Summary:

Under the *Local Government Act 2009*, the Chief Executive Officer is required to provide to Council a written assessment of progress towards implementing the annual operational plan at intervals not exceeding three months.

This report provides Council with an overview of progress of the Operational Plan for Quarter 4 of 2024/25 in support of Council's implementation of the current Corporate Plan.

Officer's Recommendation:

That Council:

1. Receive and note the 2024/25 Quarter 4 Report;
2. Endorse the Quarter 4 report as presented, in accordance with Section 104 (7) of the *Local Government Act 2009*.

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

This matter is brought before Council to fulfill the statutory requirement of providing regular updates on the progress of the Corporate and Operational Plans. It promotes transparency and accountability, enabling both Councillors and the public to monitor the implementation of strategic initiatives.

Background (*Including any previous Council decisions*):

Progress on the Operational Plan is reported quarterly, in alignment with the Corporate Plan Strategy (2023-2028). The Quarter 4 Report includes updates on the implementation of key priorities from the Operational Plan 2024/25.

This is a routine report presented to Council quarterly to provide insight into the progress made, as well as any issues encountered during the implementation of the plans.

Options Considered:

N/A

Recommendation:

That Council:

1. Receive and note the 2024/25 Quarter 4 Report;
2. Endorse the Quarter 4 Report as presented, in accordance with Section 104 (7) of the *Local Government Act 2009*.

Risks:

Risk	Description of likelihood & consequences
Non-compliance with Legislation	Failure to adopt the operational plan may lead to non-compliance with statutory requirements.
Operational Inefficiencies	Without an operational plan, Council may face inefficiencies in managing resources, implementing projects, and delivering services.
Loss of Community Trust	A lack of transparency regarding the operational plan may reduce public confidence in Council's governance and ability to meet community needs.
Difficulty in Measuring Performance	Operational plans include performance indicators and benchmarks. Without these, assessing the success and impact of council initiatives or funding opportunities.

Policy and Legislative Compliance:

Local Government Act 2009

104 Financial management systems

(7) A local government must carry out a review of the implementation of the annual operational plan annually.

Budget / Funding (Current and future):

Nil

Timelines / Deadlines:

It is recommended that the quarterly report be presented to Council within the first month following the end of the quarter.

Consultation *(Internal / External):*

Chief Executive Officer

Executive Leadership Team

Senior Leadership Team

Strategic Asset Management Implications:

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

Nil

Acronyms:

Acronym	Description
Q4	Quarter 4

Addition to Operational or Corporate Plan:

Plan Description	Yes / No
Operational	N/A
Corporate	N/A

Link to Corporate Plan:

Corporate Plan 2023-2028
Corporate Plan Pillar 4: Accountability
4.5 Good governance framework

Supporting Documentation:

Nil.

Report authorised by:

Director - Corporate Services

OFFICER REPORT

Meeting: Ordinary 24 July 2025

Date: 17 June 2025

Item Number: 14.1

File Number: D25/59843

SUBJECT HEADING: Approval of Selective Inspection Program 2025

Classification: Open Access

Officer's Title: Manager - Community Safety & Rural Lands Services

Executive Summary:

This report recommends that Council approve the *2025 Selective Inspection Program (SIP)* to ensure compliance with the *Animal Management (Cats and Dogs) Act 2008 (Qld) (the Act)*. The program aims to improve compliance with registration and regulated animal provisions for both dogs and cats. It authorises officers to issue advisory notices, remedial action requests, and infringement notices, where non-compliance is identified.

The inspection program will operate from *1 September 2025 to 28 November 2025*. Public notice will be given in accordance with the Act. Messaging will emphasise responsible pet ownership and education, with enforcement used only where necessary.

Officer's Recommendation:

That Council resolve:

1. To approve the 2025 Selective Inspection Program under section 113(1) of the *Animal Management (Cats and Dogs) Act 2008* (AMCAD), enabling authorised officers to enter selected properties to monitor compliance with the Act. **Applying Option 1:** Conduct a Selective Inspection Program for dogs only.
2. That the purpose of the program, in accordance with section 113(5)(a) of the AMCAD, is to ensure compliance with registration obligations for dogs and cats and regulated animal provisions under Chapter 3 and Chapter 4 of the Act.
3. That the program commences on 1 September 2025 and conclude on 28 November 2025, as per section 113(5)(b) of the AMCAD.
4. That inspections may occur within the townships of Amby, Injune, Jackson, Mitchell, Muckadilla, Mungallala, Roma, Surat, Wallumbilla, and Yuleba, in accordance with section 113(5)(c) of the AMCAD, where authorised officers have reasonable belief that unregistered and/or regulated dogs or cats may be present.

5. That, in accordance with section 114 of the AMCAD, public notice of the program be given via local newspapers, Council's website, and social media platforms, at least 14 days and no more than 28 days before the program's commencement.
 6. That, upon identification of an unregistered dog or cat or non-compliance with regulated animal provisions, Authorised Officers issue advisory notices that provide 14 days for compliance. If compliance is not achieved, infringement notices will be issued.
-

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

Approval by resolution is required before Council can conduct an inspection program under section 113 of the AMCAD Act. This ensures the program aligns with legislative requirements and enables authorised persons to monitor compliance effectively.

Background (*Including any previous Council decisions*):

The last full-scale Selective Inspection Program (SIP) was conducted between 1 September 2023 and 30 November 2023. During this program:

- 230 properties were inspected.
- 186 properties meeting registration and regulated animal requirements.
- 64 advisory notices were issued to non-compliant properties, resulting in 12 infringement notices for continuing non-compliance.

Due to resource constraints, a smaller-scale program was conducted in early 2025, focusing on specific properties where non-compliance was suspected. During the mini program:

- 21 properties were inspected.
- 19 properties were compliant, and 4 were found to be non-compliant.
- 1 Infringement notice was issued.

The results highlight the importance of continuing the SIP to maintain compliance with registration and regulated animal provisions. The 2025 program seeks to build on these efforts by expanding the scope to include cats and ensuring all designated town areas are covered.

Options Considered:

Option 1: Conduct a Selective Inspection Program (SIP) for dogs only.

- Focuses resources on ensuring compliance with dog registration and regulated dog provisions.
- May lead to an incomplete approach to animal management by excluding cats.

Option 2: Conduct a Selective Inspection Program (SIP) for both dogs and cats.

- Expands compliance efforts to include cat registration as required under the *Animal Management (Cats and Dogs) Act 2008*.

- Promotes responsible pet ownership for both dogs and cats.
- Requires additional staff time and resources to address the expanded scope.
- Cats will only be able to be inspected if the resident is home

Option 3: Do not conduct a Selective Inspection Program in 2025.

- Reduces immediate pressure on officers to conduct inspections alongside daily duties.
- Risks a decline in compliance with animal registration and regulated provisions, potentially increasing issues with unregistered animals and stray populations.

Recommendation:

That Council proceeds with **Option 1:** Conduct a Selective Inspection Program for dogs only. This option ensures compliance with the *Animal Management (Cats and Dogs) Act 2008*, promotes responsible pet ownership, and helps maintain accurate animal registration data.

Risks:

Risk	Description of likelihood & consequences
Non-compliance with AMCAD Act	If the program is not conducted, Council may not meet its obligations under the <i>Animal Management (Cats and Dogs) Act 2008</i> .
Community backlash	Some residents may perceive the program as invasive or unnecessary. This could lead to negative feedback on social media or to Councillors.
Resource constraints	Including cats may place additional demand on authorised officers, potentially impacting program efficiency.
Reduced animal compliance	Without the program, unregistered animals may increase, resulting in higher impoundment numbers and difficulty reuniting lost pets with owners.

Policy and Legislative Compliance:

The Selective Inspection Program aligns with the following legislative and policy requirements:

- ***Animal Management (Cats and Dogs) Act 2008:***
 - Section 113: Requires Council approval of inspection programs to ensure compliance with registration and regulated provisions for dogs and cats.
 - Section 114: Requires public notification of the program at least 14 days before its commencement.

- **Council's Operational Plan:** The SIP is included as a proactive service to encourage responsible pet ownership.
- **Council's Animal Management Programs:** The program supports the enforcement of local animal management local laws, including registration compliance and regulated animal provisions.

Budget / Funding *(Current and future):*

- **Current Budget:** The program is included in the 2025/26 operational budget, with costs allocated for staffing including contractors, communication, and enforcement.
- **Future Budget Implications:** Continued annual delivery of the program will require similar operational funding. Increased compliance may reduce long-term costs associated with impoundment and enforcement.

Timelines / Deadlines:

- **Program Approval:** Required at the July Ordinary Meeting to allow sufficient preparation time.
- **Public Notification:** To be issued between 4 August and 18 August 2025 (at least 14 days before the program starts).
- **Program Duration:** 1 September 2025 – 28 November 2025.

Consultation *(Internal / External):*

- **Internal Consultation:**
 - Community Safety Team: Reviewed program scope and resource requirements.
 - Communications Team: Developed draft communications plan to inform the community.
- **External Consultation:**
 - Neighbouring councils were researched to review best practices for including cats in similar programs.
 - Feedback from community engagement highlighted concerns about stray cat populations and the need for better compliance.

Strategic Asset Management Implications:

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

- **Whole of Life Costs:** Improved compliance reduces costs associated with impoundment, care, and euthanasia of unclaimed animals.
- **Level of Service:** The program contributes to maintaining a high level of community safety and responsible pet ownership by ensuring animals are registered and microchipped.

Acronyms:

Acronym	Description
AMCAD	<i>Animal Management (Cats and Dogs) Act 2008</i>
SIP	Selective Inspection Program
LGA	Local Government Area

Addition to Operational or Corporate Plan:

Plan Description	Yes / No
Operational	Yes – The SIP is included in the 2025/26 Operational Plan as a proactive service to encourage responsible pet ownership.
Corporate	No – The SIP is not explicitly included in the Corporate Plan but supports its vision for community safety and wellbeing.

Link to Corporate Plan:

Corporate Plan 2023-2028

Corporate Plan Pillar 4: Accountability

4.2 Effective communication strategy

Supporting Documentation:

1 [↓](#) SIP - Communication Plan with Assets - 10 July 2025

D25/69392

Report authorised by:

Director - Regional Development, Environment & Planning

Corporate Communications

Procedures

Communications Plan

Statement of Principal

Effective communication is central to successful local governance. It is the crucial bridge between Council and our community. When our community understands what we are doing, and why, it builds trust in all of Council's work and our residents are more likely to engage constructively with Council processes.

Purpose

A communications plan to ensure the community is aware of the Selective Inspection Program (SIP) 2025, the reasons it is being run and the benefits to the community in ensuring compliance with animal registration.

Campaign name

Selective Inspection Program (SIP) 2025

Contact Officer

Annie Connolly

Related Project / Initiatives

SIP aims to promote responsible pet ownership and improve compliance with dog registration and regulated dog requirements.

SIP and Registration are interrelated and both campaigns should be planned together.

Brief overview of project

Annual inspections are held of premises where there is a reasonable belief that unregistered and/or regulated dogs may be present to check whether dogs are registered.

They are held:

- within the townships of Amby, Injune, Jackson, Mitchell, Muckadilla, Mungallala, Roma, Surat, Wallumbilla, and Yuleba.
- in accordance with s113 (5) (c) of the Animal Management (Cats and Dogs) Act 2008.

The program aims help reduce the number of unregistered dogs, ensuring public safety and effective management of the community's pets.

Objectives (Information/Awareness/Behaviour Change)

- Ensuring all dogs over 12 weeks of age are registered.
- Ensuring regulated dogs (dangerous, menacing, or restricted) comply with required provisions.

Corporate Communications

Procedures

Communications Plan

- Reducing the number of unregistered and unaccounted for animals, which are often impounded.

Stakeholders

- Customer Services (have to respond to residents' requests)
- Councillors (Will be focus of resident questions)
- Nil external

Target Audiences

Owners of registerable animals in the relevant towns

Key Issues / Considerations / Risks

- Negativity around perception that registrations are "revenue raising"
- That the process involves an invasion of privacy / government overreach (previous Facebook comments)



Adrian Chapman
Invasion of privacy by gormless idiots



Wain Murphy
But surely you will need permission before entering a backyard.

Key Messages

Annexure 1.

Spokespeople

Cr Amber Davis, Portfolio Spokesperson Community Safety

Review of previous communications

Annexure 2.

Key Dates

1 June	Pet Registration letters go out
1 September 2025	SIP Program Commences
28 November 2025	SIP Program Ends

Corporate Communications

Procedures

Communications Plan

Campaign Collateral

Website	<ul style="list-style-type: none"> • Dedicated web page, including FAQs based on previous questions/comments • Banner on home page (Registration / SIP) • Public Notice This would be best placed on the Public Notices section rather than the webpage which should be more informational. We can link to the Statutory Notice.
Social Media	<ul style="list-style-type: none"> • Series of social media posts creating awareness of the program and why it's being run • Facebook banner announcing dates
Switch FM	<ul style="list-style-type: none"> • Series of radio advertisements informing about the upcoming SIP and also information about registration requirements
Media	<ul style="list-style-type: none"> • Council Page Maranoa Today <ul style="list-style-type: none"> ◦ 30 May (Registration) ◦ No later than 18/8 (SIP) • Media release announcing Council approval of the SIP 2025 post Council meeting <ul style="list-style-type: none"> ◦ Stories about Registration / recovered dogs etc (Subject to Resources) • Media Release advance of Registration

Deliverables & Dates

Comms deliverables, dates, details and responsibility.		
14 March	Website Updated about SIP & Pet Registration	
1 May	Pet Registration preliminary campaign <ul style="list-style-type: none"> • Social media • Media Release • Switch FM ads • Bottle Tree Bulletin (approx. 12 May for 1 June) • Maranoa Today Council Page (30 May) 	
1 June	Pet Registration Letters	

Corporate Communications

Procedures

Communications Plan

1 June	<ul style="list-style-type: none"> • FB / Web Banner regarding registration • Social Media posts 	
WC 16 June	Pet registration reminders - socials	
XX XX	Pet Registrations Due	
24 July 2024	Present Council Report for approval	
By 18 August 2025	<ul style="list-style-type: none"> • Media Release: SIP Set to commence (published by 18/8) • Advert on Council page in Maranoa Today (Published 18/8) • Flyers available for Notice Boards and Customer Service 	
By 18 August 2025	<ul style="list-style-type: none"> • Have the program available at Customer Service • This includes copies of the maps for inspections 	AJC
1 September	SIP Program Commences	
	<ul style="list-style-type: none"> • Web Banner • Social Media posts 	
28 November	SIP Ends	

Project review / outcomes

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Corporate Communications

Procedures

Communications Plan

Annexure 1: Key Messages

Website – Banner



Website – Public Notice

STATUTORY NOTICE OF SELECTIVE INSPECTION PROGRAM

***Animal Management (Cats and Dogs) Act 2008* Section 113**

1 September 2025 – 28 November 2025

Under section 113 of the *Animal Management (Cats and Dogs) Act 2008*, Council is initiating a selective inspection program to allow authorised persons to enter and inspect selected properties in part of its local government area.

The inspection program is set to run from **Monday 1 September 2025** through to **Friday 28 November 2025**.

In accordance with s113 (5) (c) of the *Animal Management (Cats and Dogs) Act 2008*, inspections will be conducted in premises situated within the townships of Amby, Injune, Jackson, Mitchell, Muckadilla, Mungallala, Roma, Surat, Wallumbilla, and Yuleba, which are defined as designated town areas in Schedule 13 of *Subordinate Local Law No. 2 (Animal Management) 2011*. Inspections will occur where an Authorised Person has reasonable belief that unregistered and/or regulated dogs may be present.

The program will assess:

- Compliance with the ***Animal Management (Cats and Dogs) Act 2008*** for registration and regulated dog provisions (e.g., checking whether dogs on the premises have been registered with Council).

The Selective Inspection Program will focus on premises in designated town areas where:

- A Council Authorised Person has reasonable belief that unregistered and/or regulated dogs may be present on an urban allotment.

Corporate Communications

Procedures

Communications Plan

Inspections will be carried out by authorised persons who will have identity cards issued by the Council.

You can view the resolution authorising the program in the General Meeting minutes from [Thursday 24 July 2025] at [Council's website]. Alternatively, a copy of the also purchase a copy and have it posted to your address for a nominal processing fee. The resolution will be available for viewing or purchase until the end of the program.

For more information, call Council's Community Safety Team on **1300 007 662**.

Website – Pets & Animals

www.maranoa.qld.gov.au/selective-inspection-program

(Dates to be updated)

Pets and Animals

Home > Living Here > My Property > Pets and Animals > Selective Inspection Program

Selective Inspection Program

Maranoa Regional Council conducts an annual Selective Inspection Program to check on pet registrations and regulated dog permit conditions.

The program is designed to monitor compliance with the State Government's *Animal Management (Cats & Dogs) Act 2008* which prescribes pet registration and regulated dog provisions.

Dates for the 2025 Selective Inspection Program are yet to be approved by Council.

Why do we conduct inspections?

We strive to make the Maranoa a pet-friendly region to live in, while also recognising that pet ownership can impact your neighbours and others in the community.

Pet registration is a part of responsible ownership and the Selective Inspection Program is designed to ensure that the rights of pet owners are balanced with those of the community, while ensuring Council meets its requirements under the Act.

The program encourages responsible animal ownership within the Maranoa region by reducing the number of unregistered dogs and ensuring that provisions for regulated dogs are maintained.

Who conducts inspections?

Inspections are carried out by authorised officers from Maranoa Regional Council. The program allows authorised persons to enter and inspect selected properties within the local government area. All authorised persons will carry identity cards issued by Council.

Frequently Asked Questions

- What can happen if my property is inspected? +
- If unsure if your premise is in the areas being assessed for compliance, see the maps below +
- Local Laws +
- Animal Management (Cats and Dogs) Act 2008 +

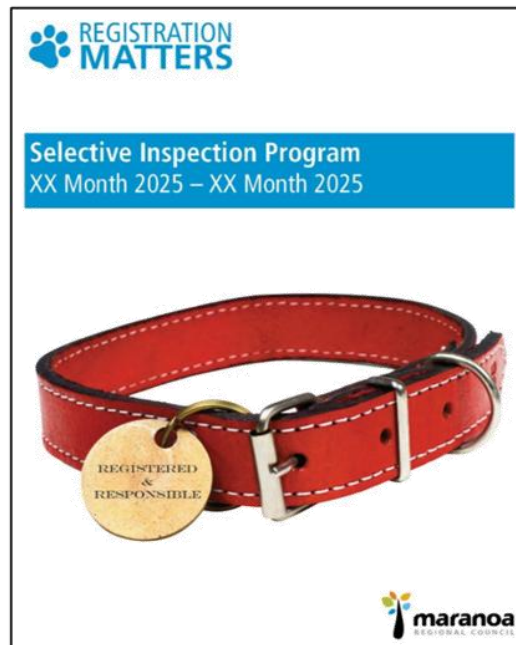
Corporate Communications

Procedures

Communications Plan

Social Media

Options:



Selective Inspective Program set to commence

Council's annual Selective Inspection Program is set to run from DAY, DATE MONTH to DAY, DATE MONTH.

The annual program takes place to ensure Council meets its responsibility for maintaining a dog registry and ensuring compliance with State Government legislation.

Inspections may occur in premises situated within the townships of Amby, Injune, Jackson, Mitchell, Muckadilla, Mungallala, Roma, Surat, Wallumbilla and Yuleba. During the program, Council will only visit properties where officers have a reasonable belief that an unregistered or regulated dog may be present.

Cr Amber David Portfolio Spokesperson for Community Safety said Council's efforts to encourage responsible animal ownership assist to ensure that our region is pet friendly for every resident, whether or not they own pets themselves.

"The Selective Inspection Program is a smart enforcement mechanism that enhances community safety," she said.

"In the case of dog registration, it directly supports both public interest and government accountability, ensuring that laws are enforced fairly for everyone's benefit."

Corporate Communications

Procedures

Communications Plan

“I encourage all dog owners within the Maranoa Region to ensure that all dogs are kept on their properties and are registered and microchipped in accordance with State Government legislation.”

Prior to inspections commencing, Council has provided information to residents about responsible animal ownership to reduce the number of fines issued this year. This includes:

- the issue of renewal notices in the first week of June;
- payment reminders via SMS to those animal owners who have supplied a mobile number;
- media releases;
- Facebook posts.

Council records indicate that there are **XXX** animals with outstanding renewals.

To avoid a fine, and be a responsible pet owner, please register your animal via BPAY, online, phone or visit Council's Customer Service Centres.

More information regarding the Selective Inspection Program is available by visiting the website: www.maranoa.qld.gov.au/selective-inspection-program

Corporate Communications

Procedures

Communications Plan

Flyer

Maranoa Regional Council - 2025 Annual Selective Inspection Program

1 September 2025 – 28 November 2025

Maranoa Regional Council will be conducting its annual Selective Inspection Program from 1 September 2025 until 28 November 2025 to assess compliance with the State Government's *Animal Management (Cats & Dogs) Act 2008* for dog registration and regulated dog provisions. This program allows authorised persons to enter and inspect properties within part of the local government area.

What is the purpose of the program?

The program encourages responsible animal ownership within the Maranoa region by reducing the number of unregistered dogs and ensuring that provisions for regulated dogs are maintained. Registration provides Council with information about the type and number of dogs at properties throughout the region and helps reunite lost or stolen pets with their owners. The majority of impounded animals are unregistered, which highlights the importance of this inspection program in achieving compliance.

Who will be conducting the inspections?

Inspections will be carried out by authorised persons from Maranoa Regional Council. The program allows authorised persons to enter and inspect selected properties within the local government area. All authorised persons will carry identity cards issued by Council.

When will this occur?

The program will run from 1 September 2025 to 28 November 2025, with inspections occurring between 7:30 am and 5:00 pm, Monday to Friday, or at times that are convenient for the householder.

What are the possible outcomes of the inspection program?

Outcomes depend on whether Council determines compliance with legislative requirements. If all requirements are met, no action will be taken.

As of July 1, 2025, one penalty unit is worth \$166.90.

FACT SHEET

SELECTIVE INSPECTION PROGRAM

Maranoa Regional Council will be conducting its annual Selective Inspection Program from 1 September 2025 until 28 November 2025.

The program is designed to monitor compliance with the State Government's *Animal Management (Cats & Dogs) Act 2008* which provides the legal requirements for dog registration and regulated dog provisions.

This program allows authorised persons to enter and inspect properties in part of the local government area.

What is the purpose of the program?

The purpose is to encourage responsible animal ownership within the Maranoa region by reducing the number of unregistered dogs and ensuring that provisions for regulated dogs are maintained.

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Inspections will be carried out by authorised persons from Maranoa Regional Council. The program allows authorised persons to enter and inspect selected properties within the local government area. All authorised persons will carry identity cards issued by Council.

When will this occur?

The program will be carried out between 1 September 2025 and 28 November 2025. Inspections will be carried out between the hours of 7:30 am and 5:00 pm, Monday to Friday, or at times that are convenient for the householder.

What are the possible outcomes of the inspection program?

Outcomes will be dependent on the ability for Council to determine compliance. If all required legislative requirements are met, no action will be taken.

What are the consequences for non-compliance?

If an authorised person identifies a dog as unregistered for the current financial year, an enforcement notice will be issued.

The fine for failing to register a dog is 2 penalty units or \$332.

Non-compliance with Regulated Dog Provisions

If general conditions are not met, a compliance or infringement notice may be issued.

A compliance notice requires the responsible person to comply with 21 days, or a fine may be issued. The fine for non-compliance is 2 penalty units, or \$332.

If Council is unable to determine compliance or requires further information, a compliance card will be sent to the property requiring the resident contact the Community Safety team for further information.

More information over page




For more information please call Council's Community Safety Team on 1300 067 662.

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REGIONAL COUNCIL

Corporate Communications

Procedures

Communications Plan

- **Infringement for Registration Non-Compliance:**
If an authorised person identifies a dog as unregistered for the current financial year, an infringement notice may be issued. The fine for failing to register a dog is 2 penalty units, or **\$333.00**.
- **Non-compliance with Regulated Dog Provisions:**
If permit conditions are not met, a compliance or infringement notice may be issued. A compliance notice requires the responsible person to comply within 21 days, or a fine may be issued. The fine for non-compliance is 7 penalty units, or **\$1168.00**.

If Council is unable to determine compliance or requires further information, a calling card will be left at the property, requesting the resident contact the Community Safety Team for further information.

Legislation Requirements under the *Animal Management (Cats & Dogs) Act 2008*:

Council administers the legislation on behalf of the Maranoa community.

Key Responsibilities of a Pet Owner:

- If your dog or cat is 12 weeks or older, it must be registered annually with Maranoa Regional Council.
- All dogs and cats over 12 weeks old must be microchipped – it's a legislative requirement.
- Your animal must not create a nuisance, such as excessive barking or behaviour that causes fear to a person or another animal.
- Your animal must not wander off your land without being under a person's effective control.
- You must walk your animal on a lead when in a public place.
- If your animal defecates in a public place, you must clean up after it and dispose of it properly.
- Always ensure the welfare of your animal.
- If you are selling or giving away your dog, you must have a supplier number.

Regulated Dog Provisions:

Specific requirements apply to regulated dogs, which include dangerous, menacing, or restricted dogs. These provisions aim to protect the community from injury or damage.

Dangerous and Menacing Dogs:

Council may declare a dog **dangerous** or **menacing** under the *Animal Management (Cats and Dogs) Act 2008 (Qld)* if:

- It has seriously attacked, or acted in a way that caused fear, to a person or another animal.
- It has repeatedly shown a tendency to attack or cause fear to people or animals.
- It has already been declared dangerous or menacing by another local government.

Corporate Communications

Procedures

Communications Plan

Restricted Dogs and Prohibited Breeds:

A restricted dog is a breed prohibited from importation under the Customs Acts 1901, including:

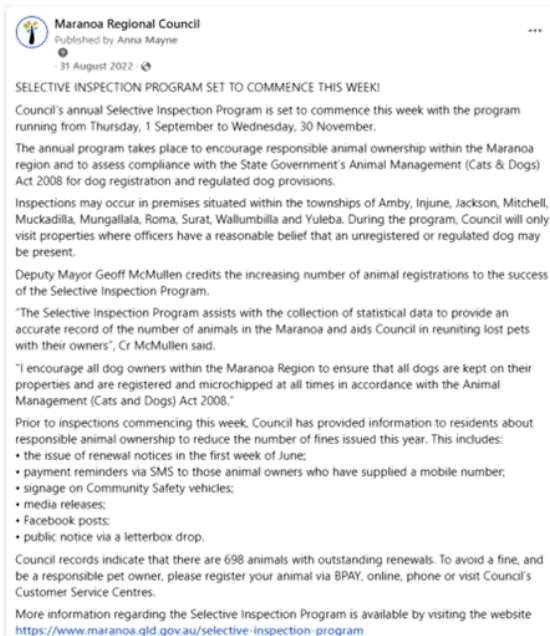
- American Pit Bull Terrier
- Dogo Argentino
- Fila Brasileiro
- Japanese Tosa
- Perro de Presa Canario

For further details or to report concerns, please contact Council's Community Safety Team at 1300 007 662.

Corporate Communications Communications Plan

Procedures

Annexure 2: Past Communications



Corporate Communications Communications Plan

Procedures

Maranoa Regional Council
Published by Adam Poole
8 September 2023


During Council's annual Selective Inspection Program, an authorised officer may visit your backyard to assess dog registration and regulated dog provisions compliance with the State Government's Animal Management (Cats & Dogs) Act 2008.

Council will only visit properties where officers have a reasonable belief that an unregistered or regulated dog may be present.

Below are four identifying features of Maranoa Regional Council officers authorised to carry out inspections.

For more information visit <https://www.maranoa.qld.gov.au/selective-inspection-program>

HOW TO IDENTIFY AUTHORISED COUNCIL OFFICERS



Selective Inspection Program

Monday, 25 September - Friday, 1 December

Maranoa Regional Council
Published by Annie-Lou Murphy
9 August 2021

SELECTIVE INSPECTION PROGRAM CONFIRMED TO COMMENCE IN SEPTEMBER

During the Ordinary Meeting held 14 July, Council approved the 2021 Selective Inspection Program which is set to commence Monday, 6 September and conclude Friday, 26 November.

The annual program takes place to encourage responsible animal ownership within the Maranoa region and assesses compliance with the State Government's Animal Management (Cats & Dogs) Act 2008 for dog registration and regulated dog provisions.

Inspections may occur in premises situated within the townships of Amby, Injune, Jackson, Mitchell, Muckadilla, Mungallala, Roma, Surat, Wallumbilla and Yuleba. During the program, Council will only visit properties where officers have a reasonable belief that an unregistered or regulated dog may be present.

Deputy Mayor Geoff McMullen said last year's Selective Inspection Program was very successful, with 496 registrations being processed during the three-month program resulting in 3009 registered dogs within the region and is the highest number of registered dogs since amalgamation.

"Council recently resolved to maintain the 50% waiver of animal registration fees as part of the COVID-19 relief strategy," Cr McMullen said.

"There is no better time to register your pet."

With the program set to commence in the coming weeks, Council is urging animal owners to ensure their registration is up to date to avoid being issued a fine. Having your pet registered is being a responsible animal owner and assists to reunite you with your pet if it becomes lost.

To find out more information regarding the Selective Inspection Program, please visit <http://www.mymaranoa.org.au/.../selective-inspection-program>



DON'T BE CAUGHT OFF GUARD

REGISTER YOUR PET

SELECTIVE INSPECTION PROGRAM 2021 - 6 SEPTEMBER TO 26 NOVEMBER

maranoa
REGIONAL COUNCIL

OFFICER REPORT

Meeting: Ordinary 24 July 2025

Date: 26 June 2025

Item Number: 14.2

File Number: D25/64028

SUBJECT HEADING: Parthenium Management Plan

Classification: Open Access

Officer's Title: Coordinator Rural Lands

Executive Summary:

The *Parthenium Management Plan 2025-27* was shaped by community consultation sessions held during the drafting of the Biosecurity Plan, and provides a framework for the prevention, containment, and control of parthenium, a declared invasive plant under the *Biosecurity Act 2014*.

The plan's purpose is to protect the region's agricultural, environmental, and social assets, while ensuring legislative compliance. A community education program will accompany the plan to inform landholders, raise awareness of biosecurity obligations, and encourage active participation in management efforts.

Officer's Recommendation:

It is recommended that Council endorse the *Parthenium Management Plan 2025-2027* to ensure compliance with legislative requirements, support effective biosecurity management, and protect the region's agricultural, environmental, and economic assets.

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

The *Parthenium Management Plan 2025-27 (the plan)* has been developed to address the ongoing biosecurity risks posed by parthenium weed within the Maranoa Region. This plan aligns with the objectives outlined in the *Maranoa Regional Council Biosecurity Management Plan 2023-27*, and supports Council's commitment to managing invasive species in accordance with the *Biosecurity Act 2014*.

Background (*Including any previous Council decisions*):

Parthenium hysterophorus (Parthenium) is a declared invasive plant under the *Biosecurity Act 2014*, and is classified as a Weed of National Significance (WoNS). It poses significant risks to agriculture, biodiversity, and human health. The Maranoa Region has localised and widespread infestations, particularly in the northern region, and along major waterways.

The plan outlines a strategic framework for managing parthenium, including prevention, containment, and control strategies. It incorporates best practice management approaches, stakeholder coordination, and compliance with legislative requirements.

The plan was developed through community consultation conducted during the drafting of Council's *Biosecurity Management Plan 2023-27*. Both plans were prepared by Liz Otto from Cornerstone Sustainability, ensuring that community feedback was accurately captured and incorporated.

Management Zones

The plan establishes distinct management zones across the Maranoa Region to guide management strategies for Council and land managers. These zones are designed to reflect the extent of parthenium infestations and associated risks. This ensures a more strategic allocation of resources and provides a proactive approach to managing parthenium weed.

Additionally, the zones help reduce the risk of parthenium spreading from heavily infested areas into clean or low-risk zones. By focusing on containment and prevention, the plan minimises the potential for new outbreaks and protects the region's agricultural, environmental, and social assets.

Council will continue to undertake treatments on roadsides in areas of widespread infestations; however, this will now be done in a more coordinated and strategic manner, rather than a reactive approach. This ensures that management efforts are both effective and aligned with the broader objectives of the plan.

Options Considered:

1. Endorse the Parthenium Management Plan 2025-27

This option ensures a coordinated and proactive approach to managing parthenium, leveraging community input and aligning with legislative obligations. It provides clear direction for operational planning, resource allocation, and stakeholder engagement.

2. Do Not Endorse the Plan

Without endorsement, Council risks non-compliance with the *Biosecurity Act 2014* and may face challenges in managing parthenium infestations effectively.

3. Develop an Alternative Plan

Developing a new plan would require additional time and resources, delaying critical management actions.

Recommendation:

It is recommended that Council endorse the Parthenium Management Plan 2025-27 to ensure compliance with legislative requirements, support effective biosecurity management, and protect the region's environmental, social, and economic assets.

Risks:

Risk	Description of likelihood & consequences
Reputational	While the plan was developed through community consultation, some stakeholders may perceive the prioritisation of localised infestations and new outbreaks over widespread infestations as inequitable. This could lead to dissatisfaction among some community members. This can be managed through community information sessions.
Financial	Implementation of the plan may require an increase in the Rural Land Services operational budget for equipment upgrades.

Policy and Legislative Compliance:

The plan assists Council in complying with the General Biosecurity Obligation (GBO) under the *Biosecurity Act 2014*.

Budget / Funding (*Current and future*):

The implementation of the plan will be funded through the annual operational budget for Rural Land Services. Additional resources, such as capital works, equipment, and technology, will be secured and leveraged as required.

Community education sessions will be delivered using existing Council resources, with potential support from Biosecurity Queensland and other stakeholders. Costs associated with these sessions will be incorporated into the operational budget.

Council applies for RMPC funding annually to assist in the control of declared weeds on state-controlled roads.

Timelines / Deadlines:

Ideally the plan would be endorsed prior to Spring when parthenium becomes prevalent to ensure timely implementation of strategic management.

Consultation (*Internal / External*):

The plan was developed based on feedback from community consultation sessions held during the drafting of the Council's Biosecurity Management Plan 2023-27. Stakeholders, including landholders, industry representatives, and community members, provided valuable input on priorities, challenges, and opportunities for managing parthenium.

Strategic Asset Management Implications:

The plan incorporates strategic road upgrades and maintenance as a key measure to minimise the spread of parthenium. Sealed roads are identified as a lower-risk option compared to unsealed roads, as they reduce soil disturbance and the likelihood of weed seeds being transported by vehicles and machinery. By prioritising upgrades to high-risk road corridors and integrating weed hygiene practices into routine road maintenance activities, the plan ensures that Council's road network supports biosecurity objectives.

Acronyms:

Acronym	Description
RMPC	Road Maintenance Performance Funding
WoNS	Weed of National Significance
GBO	General Biosecurity Obligation

Addition to Operational or Corporate Plan:

Plan Description	Yes / No
Operational	No
Corporate	No

Link to Corporate Plan:

Corporate Plan 2023-2028

Strategic Priority 4: Growing our region

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

Supporting Documentation:

- 1 Maranoa Regional Council Parthenium Management Plan 2025-27 (*Enclosure*) D25/54534

Report authorised by:

Manager - Community Safety & Rural Lands Services

Director - Regional Development, Environment & Planning

OFFICER REPORT

Meeting: Ordinary 24 July 2025

Date: 19 June 2025

Item Number: 14.3

File Number: D25/61007

SUBJECT HEADING: 2026 Queensland Information Centre Association (QICA) Conference - Expression of Interest

Classification: Open Access

Officer's Title: Events Attraction Officer

Executive Summary:

Council officers have prepared an Expression of Interest (EOI) for the Maranoa Region to host the **2026 Queensland Information Centre Association (QICA) Conference**.

This report seeks Council endorsement of the EOI, and approval to submit it before the due date of **1st August 2025**. Additionally, it seeks the Council's in-principle support for hosting the event in the Maranoa region, should the application be successful.

Officer's Recommendation:

That Council:

1. Endorse the Expression of Interest application for Maranoa region to host the 2026 Queensland Information Centre Association (QICA) Conference.
2. Provide in-principle support for the conference, should the Maranoa be successful in its Expression of Interest and be awarded the 2026 Conference.
3. Allocate \$5,000 in in-kind assistance from the **2026/27 Budget** for the event, should the EOI be successful.

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

Council officers have prepared an Expression of Interest (EOI) for the Maranoa Region to host the 2026 Queensland Information Centre Association (QICA) Conference.

This report is coming before Council to seek endorsement of the EOI, to be submitted before the due date of 1 August 2025. Additionally, it seeks Council's in-principle support for hosting the event in the Maranoa region, should the application be successful.

Background (Including any previous Council decisions):

The Queensland Visitor Centre Association (QICA) holds an annual conference for its members, in a different region each year. Member organisations are invited to submit an application to host the conference in their region; and the executive committee works with the host region to coordinate the event.

In this context, 'host town' refers to being the **location** of the event, not responsible for organising or running the event itself.

The conference offers delegates the chance to connect and network with the broader tourism community and stakeholders, explore and experience the host town's region and tourism offerings, and participate in valuable learning opportunities. In addition to the conference agenda, the program also includes the presentation of the Annual VIC of the Year and Volunteer of the Year awards.

Council Officers also submitted an EOI in 2024 to host the 2025 Conference. This was endorsed by Council at an Ordinary Meeting on 13 November 2024:

Resolution No. OM/11.2024/18

Moved Cr Vincent Seconded Cr Flynn

That Council:

- 1. Receive and note the Officer's report as presented; and**
- 2. Endorse the submitted expression of interest to attract the Queensland Information Centre Association conference to Roma.**

This EOI was unsuccessful.

The opportunity for the Maranoa to express interest in hosting the 2026 QICA Conference was discussed in a Council briefing on Wednesday 18 June 2025. Council was supportive of submitting an EOI.

Options Considered:

- Not submitting an EOI for the 2026 QICA Conference.
- Submitting an EOI for the 2026 QICA Conference but not providing sponsorship or in-kind assistance.
- Submitting an EOI for the 2026 QICA Conference with in-principle support from Council and the possibility of providing sponsorship or in-kind assistance.

Recommendation:

That Council:

1. Endorse the Expression of Interest application for Maranoa region to host the 2026 Queensland Information Centre Association (QICA) Conference.
2. Provide in-principle support for the conference, should the Maranoa be successful in its Expression of Interest and be awarded the 2026 Conference.
3. Allocate \$5,000 in in-kind assistance from the **2026/27 Budget** for the event, should the EOI be successful.

Policy and Legislative Compliance:

Any in-kind assistance or sponsorship offered must comply with the Community Grants, Non-Financial Assistance and Sponsorship Policy P23/6 – noting that this policy is currently being reviewed.

Budget / Funding *(Current and future)*:

If the EOI is successful, Council may be approached to provide cash sponsorship or in-kind assistance for the conference.

This funding could come from GL 2887.2246.2001 – In Kind Assistance Major / Materials & Services.

Timelines / Deadlines:

The Expression of Interest is due 1 August 2025.

The 2026 conference host location will be announced at the 2025 Queensland Information Centre Association Conference in Sandstone Point 19-22 August 2025.

Consultation *(Internal / External)*:

- Queensland Information Centre Association committee
- Big Rig Coordinator
- Roma Commerce and Tourism
- Local tourism officers

Strategic Asset Management Implications:

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

N/A

Acronyms:

Acronym	Description
EOI	Expression of Interest
VIC	Visitor Information Centre
QICA	Queensland Information Centre Association

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 1: Prosperity

1.3 Tourism destination development infrastructure

Supporting Documentation:

1 ↓	2026 Conference Host Invitation - Queensland Information Centre Association (QICA) Annual Conference	D25/58808
2 ↓	2026 QICA Conference Host Expression of Interest - Roma region	D25/68774

Report authorised by:

Manager - Regional Economic & Community Development

Director - Regional Development, Environment & Planning



2026 Conference Host Invitation

The Queensland Visitor Centre Association (QICA) is seeking expressions of interest from interested parties to host the 2026 Annual Visitor Information Centre Conference. 2025 QICA Conference in the Moreton Bay region will deliver another successful event on the tourism service training calendar. In the past, these events have proven to be beneficial to the host town, their tourism stakeholders, and the local community.

The conference has been held in the following locations:

- 2005 – Redcliffe, Brisbane Region
- 2006 – Winton, Outback Queensland
- 2007 - Maryborough, Fraser Coast Region
- 2008 – Rockhampton, Capricorn Region
- 2009 – Stanthorpe, Southern Queensland Country
- 2010 – Townsville, Townsville North Queensland
- 2011 – Ipswich, Brisbane Region
- 2012 – Gladstone, Gladstone Region
- 2013 – Mission Beach, Tropical North Queensland
- 2014 – Mackay, Mackay Region
- 2015 – Caloundra, Sunshine Coast Region
- 2016 – Roma, Outback Queensland
- 2017 – Redcliffe, Brisbane Region
- 2018 – Hughenden, Outback Region
- 2019 – Bowen, Whitsunday Region
- 2020 – Postponed due to COVID

2021 – Miles, Western Downs Region

2022 – Noosa, Sunshine Coast Region

2023 – Agnes Water and Town of 1770, Gladstone Region

2024 - Kingaroy, South Burnett Region

2025 - Sandstone Point, Brisbane Region

In addition to the conference agenda, the program also includes the presentation of the Annual VIC of the Year Awards which commenced in 2006. In 2025 we are very proud to be celebrating the 20th year of these prestigious awards.

The combined activities present the host town/city with a wonderful opportunity to showcase its attractions, facilities and overall tourism product to approximately 50-85 delegates, who are working at the “face” of Tourism. These delegates include key stakeholders from all over Queensland who service our visitors each year! The conference plays a vital role in networking and connecting our delegates with the wider Tourism community and stakeholders, whilst learning about the host town region and the tourism facilities that are available.

If you are a smaller community or region, you may want to consider a collaborative approach and put in a bid as a regional group. It is suggested that the host town/city plan to expose the various attractions and facilities by staging hosted functions at such locations. Members are reminded that the majority of delegates have a “hands on” role at their respective Visitor Centres and by gaining first-hand knowledge; they can encourage visitors to include your part of the state in their itinerary.

Criteria to Host 2026 QICA Conference

The annual conference has approximately 50 – 85 attendees and is held over a 3-day period during the second half of the year (around August to December). The conference requires a conference venue and accommodation (not necessarily on the same site; however, transport from accommodation to conference venue will need to be included, should they not be within reasonable walking distance). Preference will be given to locations where the conference has not previously been hosted. However, this should not preclude any location from submitting an expression of interest.

Expressions of Interest will only be accepted from fully paid financial members

of QICA. The submission should address the following criteria (one page maximum per section): COST BREAKDOWN – please consider approx. costs which can be confirmed once the host is confirmed.

- Meals
- Room hire
- Equipment if applicable
- Pre and post conference tours if applicable
- Study Tour(s) and Famils

SPONSORSHIP – consider how much support and sponsorship may be available locally. The QICA executive will assist to secure industry sponsorship including high level speakers.

- Evidence of LGA, RTO and local business support as a minimum (this can be a letter of support, or supporting email)

TRAVEL

- Nearest airport and if transfers are required
- Cost from airport
- and also if venue is not within the accommodation – transfer costs considered.

ACCOMMODATION

- Options and range of accommodation available
- Make a suggestion on where the executive team should be located in terms of staying at the same location for ease of access to venue and support for the local team

VENUE

- Consider the main conference room/auditorium – is it suitable for the set up and audience?
- Breakout rooms and other rooms if applicable
- Are all rooms available for the duration of the conference? Or will a change of venue be required each day?

EQUIPMENT

- Show if this needs to be hired or can be provided by venue or organisers

VIC OF THE YEAR AWARD

- Venue
- Local entertainment options
- Food and Beverage Package
- IT/Audio Costs for presentation

MENUS / CATERING

- Cost breakdown for breakfast, lunch dinners where applicable

REPRESENTATIVE

- The successful town or city will be required to nominate a representative to be part of the QICA Executive for 2025/26 to prepare for the Conference in 2026. This representative should be noted in the application.

SURVEY & REPORTING

- The successful town or city will also be required to conduct a survey of conference delegates and prepare a post-conference report for the QICA Executive.
- The Executive team can assist with comms to send the survey

Expressions of interest must be received by the QICA Executive by 11:59pm on 1 August 2025 and should be submitted via email to qldvic@gmail.com (maximum file size: 3MB).

The successful applicant will be named at the 2025 conference being held in the Moreton Bay Region on Thursday 21 August 2025 at Sandstone Point Hotel during the Gala Awards evening.



Expression of Interest

2026 Queensland Information Centre Association (QICA) Conference

Roma region

We are pleased to submit our Expression of Interest for the Roma region to host the 2026 Queensland Information Centre Association Conference.

Located in the heart of the Maranoa region, just 500 km west of Brisbane, Roma and its surrounding communities - including Injune, Mitchell, Surat, Yuleba, and Wallumbilla - offer a unique blend of charm, country hospitality, and Outback spirit.

Hosting the 2026 conference in Roma would be a fantastic opportunity to showcase our vibrant region and its welcoming communities. We look forward to the chance to share where country meets the Outback.

Proposed schedule

Time	Activity	Location
Monday 26 October 2026		
5:00pm	Welcome Function: Networking & clay target shoot	Roma Gun Club
Tuesday 27 October 2026		
8:00am	Roma Saleyards Tour & grab and go breakfast	Roma Saleyards
9:30am	Conference session	Roma Cultural Centre
1:00pm	Lunch	Roma Cultural Centre
2:00pm	Roma Town Tour	via bus
5:00pm	Dinner & Roma region presentation	Western Queensland Spirit
Wednesday 28 October		
8:00am	Travel to Mitchell	via bus
9:30am	Wellness session	Mitchell Hall
10:00am	Conference sessions	Mitchell Hall
1:00pm	Lunch	Mitchell Hall
2:00pm	Mitchell Town Tour	via bus
5:00pm	Dinner	Great Artesian Spa
7:00pm	Travel back to Roma	via bus
Thursday 29 October		
8:00am	Conference session	Roma Cultural Centre
1:00pm	Lunch	Roma Cultural Centre
5:30pm	Night Show & VIC of the Year Awards	The Big Rig Roma



Cost Breakdown

		Cost (\$)	
Item	Supplier	Per person	70 people
Welcome/Arrival			
Welcome Function and Industry Networking			
Welcome to Country	Lane Brooks – Deadly Way	5.8	400
Catering and venue	Roma Gun Club	35.70	2499
Bar	Roma Gun Club	20	1400
Clay target shoot (opt-in)	Roma Gun Club		
Day 1			
Roma Saleyards tour			
Roma Saleyards Tour	Roma Saleyards	In-kind	In-kind
Breakfast & barista coffee	Café 54	15	1050
Conference session			
Venue	Roma Cultural Centre	In-kind	In-kind
Lunch	Local supplier	20	1400
Roma Town Tour			
Tour	Roma VIC	In-kind	In-kind
Afternoon tea	Local supplier	15	1050
Bus	Lor-Ken Transport	21.50	1500
Distillery tour, guided tasting flight & dinner	Western Queensland Spirit	77	5390
Day 2			
Conference session			
Bus	Lor-Ken Transport	29	2000
Wellness session	Local supplier	5	350
Venue	Mitchell Shire Hall	In-kind	In-kind
Lunch	Local supplier	20	1400
Mitchell Town Tour			
Tour	Booringa Action Group	In-kind	In-kind
Afternoon tea	Local supplier	15	1050
Dinner			
Dinner	Great Artesian Spa, Mitchell	30	2100
Day 3			
Conference session			
Venue	Roma Cultural Centre	In-kind	In-kind
Lunch	Local supplier	20	1400
Afternoon tea	Local supplier	15	1050
VIC of the Year Awards			
Venue	The Big Rig Roma	In-kind	In-kind
Entertainment	Local musician	15	1000
Bar	Roma Commerce and Tourism	20	1400
Tables, chairs, furniture	Maranoa Regional Council	In-kind	In-kind
Décor, tablecloths, etc	Maranoa Regional Council	20	1400
Food	Beck’s Chopping Board	70	4900
Gift bag	Various suppliers	7	490
Photography (optional)	Katarina Silvester	7	500
TOTAL		483	33729

All costs are approximate, as an estimate for planning purposes only. Prices may be subject to change.



Sponsorship

Maranoa Regional Council has provided in-principle support for Roma's bid to host the 2026 QICA Conference and may provide additional sponsorship, funding, or in-kind assistance, subject to Council approval.

Local businesses like Senex Energy, APLNG/Origin, and Santos may offer sponsorship and support.

The bid is also supported by Regional Tourism Organisation, Outback Queensland Tourism Association, and local business association, Roma Commerce and Tourism (see appendix).

Travel

Roma is an easy 5.5-hour drive from Brisbane and Southeast Queensland.

Rex Airlines operates regular passenger flights between Roma, Brisbane, and Charleville, with 28 weekly flights connecting Roma and Brisbane. These flights arrive and depart from Roma Airport, located just a 10-minute drive from the town centre. The flight time between Roma and Brisbane is under one hour.

Maranoa Regional Council can provide airport transfers to delegates who choose to fly in.

Accommodation

There are a range of accommodation options available within walking distance or just a short drive from the Roma Cultural Centre. Room prices range from approximately \$100 to \$225 per night.

Motels within walking distance of the Roma Cultural Centre include:

- Athena Studio Units
- Roma Mid Town Motor Inn
- Roma Inland Motor Inn
- Motel Carnarvon
- Mandalay Motel
- Starlight Motor Inn
- Roma Central Motel

For a full list of accommodation options, visit romarevealed.com.au.

Roma experiences a high demand for accommodation, due to the influx of FIFO (fly-in, fly-out) workers, business travellers and other visitors. To ensure availability, it is strongly recommended that QICA attendees book their accommodation well in advance to secure their rooms and that the QICA executive committee reserve rooms ahead of time.

It is also recommended that attendees book their accommodation directly, as many options are not listed on online travel agency (OTA) sites like Booking.com.



Venue

To showcase more of the Roma region to attendees, we propose using two different conference venues. Both venues are owned by Maranoa Regional Council and can be provided in-kind (subject to Council approval).

Ernest Brock Room – Roma

The Ernest Brock Room is located within the Roma Cultural Centre, and has a large 291m² function area with attached bar and commercial kitchen. The room also has audio visual equipment including a PA system, projector, and screen.

Mitchell Shire Hall – Mitchell

The Mitchell Shire Hall is adjacent to the Great Artesian Spa. It has audiovisual equipment including a PA system, projector, and screen.

Equipment

Both conference venues have onsite audiovisual equipment available that can be provided in-kind from Maranoa Regional Council.

VIC of the Year Award

The VIC of the Year Awards ceremony will be held at The Big Rig Roma.

The Big Rig is one of the Roma region's top attractions and provides an ideal event space that immerses guests in heritage and history.

Attendees will enjoy drinks and canapes under the 100-year-old EMSCO oil rig, climb the 40m Big Rig Tower for expansive views across the town, and watch the award presentations under the stars in the outdoor theatre.



Menus/catering

Meal	Menu	Supplier	P/P	70pax
Welcome				
Light dinner	Quality Beef BBQ with Salads <ul style="list-style-type: none"> - Fillet steak, beef sausages, patties - Grilled onion & coleslaw - Salad platters - Fresh rolls 	Roma Gun Club	35.70	2,499
Day 1				
Breakfast	Breakfast wrap and barista coffee	Café 54	12	1,050
Lunch	Platter lunch – wraps, sandwiches	Local supplier	20	1,400
Afternoon tea	Fruit, sweets, slices	Local supplier	15	1,050
Dinner	Short distillery tour & guided tasting flight of WQS spirits Seasonal main served with three sides Seasonal dessert Additional drinks available for purchase	Western Queensland Spirit	77	5,390
Day 2				
Lunch	Individual tasting bowl – options include pasta, stir fry, stroganoff, curry and rice	Local supplier	20	1,400
Afternoon tea	Quiche, savoury muffins	Local supplier	15	1,050
Dinner	Roast dinner - 2 course alternate drop Choice of two roast proteins (e.g. beef, pork, chicken or lamb) Roast and green vegetables Bread Choice from 2 desserts	Great Artesian Spa	30	2,100
Day 3				
Lunch	Platter lunch – wraps, sandwiches	Local supplier	20	1,400
Afternoon Tea	Scones, fruit, muffins	Local supplier	15	1,050
VIC of the Year Awards				
Dinner	Canapes, mains, desserts	Beck's Chopping Board	70	4900

All costs are approximate, as an estimate for planning purposes only. Prices may be subject to change.

Representative

Georgia Nicholls (Events Attraction Officer – Maranoa Regional Council) is the nominated representative for the QICA Executive Committee to prepare for the conference.

Survey & Reporting

Georgia Nicholls will also conduct and manage post-conference survey and report processes.

Appendix 1: Letter of Support – Roma Commerce and Tourism



25 June 2025

Robert Hayward
Chief Executive Officer
Maranoa Regional Council
Cnr Bungil and Quintin Streets, Roma QLD 4455



Dear Rob,

RE: Support for Maranoa Regional Council's application to host the 2026 QICA Conference

Roma Commerce and Tourism (RCAT) is pleased to offer our full support for Maranoa Regional Council's application to host the 2026 Queensland Information Centre Association (QICA) Conference in Roma.

RCAT recognises the enormous value that hosting this conference would bring to the region. As the peak body for local commerce and tourism, we see this as a unique opportunity to showcase the diverse tourism offerings across all towns within the Maranoa. Welcoming Visitor Information Centre managers from across Queensland will promote our regions assets and help build stronger referral networks to boost visitation.

The Maranoa region is well equipped to host a high-quality conference, with excellent facilities, experienced operators, and a reputation for warm country hospitality. The combination of professional venues and authentic regional experiences will provide delegates with a unique and productive conference—one that blends learning, inspiration, and a true sense of place.

The conference will also deliver tangible benefits to our local economy, with flow-on effects for accommodation, hospitality, retail, and tourism operators and present valuable professional development opportunities for local visitor centre teams.

RCAT commends Maranoa Regional Council's proactive leadership in seeking to host this important industry event and would be proud to support and assist in the delivery of the 2026 QICA Conference if the application is successful.

We strongly endorse this proposal and encourage QICA to consider Roma as an ideal host for the 2026 conference.

Yours sincerely,

Peter Stanford
President



Roma Commerce & Tourism Inc.
PO Box 328,
ROMA, QLD, 4455
Email: info@rcat.org.au



Appendix 2: Letter of Support – Outback Queensland Tourism Association



26 June 2025

To whom it may concern

Re: Letter of Support for Roma's bid to host the 2026 QICA Conference

On behalf of the Outback Queensland Tourism Association (OQTA), I write in support of Roma's bid to host the 2026 QICA Conference.

With natural treasures, a rich history and a diverse range of attractions, Roma is the perfect destination for QICA delegates to experience a true taste of Outback Queensland.

Roma was last year named Queensland's Top Tourism Town at the Queensland Tourism Industry Council 2024 Top Tourism Town Awards, which recognise and reward towns that work together with their tourism operators, businesses and local community to make their destination the best it can be.

Roma's strong ability to deliver great tourism experiences, coupled with its accommodation offerings and conference facilities, make it a great choice to host QICA's premier event.

The conference will offer Maranoa Region visitor centre staff and local tourism operators an opportunity to share ideas, improve services and importantly, showcase their destination to frontline tourism delegates from across the state.

Hosting the event will further highlight Outback Queensland's importance as a tourist destination, bolster community pride and help promote the Maranoa as a region of opportunity for future business and tourism events.

The OQTA is the peak destination marketing body representing Outback Queensland; one of thirteen such Regional Tourism Organisations state-wide. OQTA operates as a private sector membership-based organisation. Members include a diverse range of industry and government stakeholders.

The OQTA fully supports Roma's bid to host the 2026 QICA Conference.

Should you have any questions or require additional information please feel free to contact me.

Yours faithfully

A handwritten signature in black ink, appearing to read 'Denise Brown', with a horizontal line drawn underneath it.

Denise Brown
Chief Executive Officer
Outback Queensland Tourism Association
Ph: 0438 394 492
Email: ceo@outbackqueensland.com.au

OFFICER REPORT

Meeting: Ordinary 24 July 2025

Date: 26 March 2025

Item Number: 14.4

File Number: D25/31408

SUBJECT HEADING: Management Agreement - Surat Aquarium - Cobb & Co Changing Station

Classification: Open Access

Officer's Title: Leases and Agreements Administration Officer

Executive Summary:

Council has received correspondence from the Surat Fishing and Restocking Club Inc., advising of their intent to terminate their Management Agreement for the operation and maintenance of the Surat Aquarium, located at the Cobb & Co Changing Station Complex.

Officer's Recommendation:

That Council:

1. Receive notice that Surat Fishing and Restocking Club Incorporated are terminating their Management Agreement for the operation and maintenance of the Surat Aquarium.
2. Accept the Surat Fishing and Restocking Club's offer to continue operations for the Surat Aquarium, until a suitable replacement is appointed.
3. Thank the Surat Fishing and Restocking Club for their commitment to the aquarium over the past 18 years.
4. Is of the view that it would be in the public interest to invite expressions of interest to operate and maintain the Surat Aquarium.
5. Considers an expression of interest the most appropriate approach as Council is keen to explore alternative solutions for the management of the Surat Aquarium

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

The Surat Fishing and Restocking Club Inc. has notified Council of its intention to terminate the current Management Agreement, in accordance with clause 9.4 of the agreement.

The club has offered to continue operations in the interim, to allow time for a suitable person or group to be identified and trained, to ensure service continuity.

The current Management Agreement is due to expire on 11 April 2026.

Background (Including any previous Council decisions):

Maranoa Regional Council manages the Cobb and Co Changing Station Complex. The Complex is a visitor information centre, including other attractions, and a 25,000 litre freshwater aquarium which houses fish species native to the local waterways. The window on the Balonne is a major feature of the overall facility.

At the Ordinary Meeting held 12 April 2023, Council resolved as follows:

Resolution No. OM/04.2023/06

That Council:

1. **Enter into an agreement with the Surat Fishing and Restocking Club Incorporated for a period of three (3) years for the feeding and maintenance associated with the aquarium in the Surat Cobb and Co Changing Station.**
2. **Pay the Surat Fishing and Restocking Club Incorporated a fee of \$220 per week to provide this service.**

The Club has been managing the Surat Aquarium for the past 18 years. The committee is small, and members believe it is time for the group to retire, resulting in termination of the Management of this attraction.

April through to September would generally be a busy time for the Surat Cobb & Co Changing Station Complex due to it being tourist season and the Surat Aquarium being a popular tourist attraction.

The Club has expressed concerns regarding safety of the personnel feeding and cleaning the fish tanks and believes that handrails need to be installed and appropriate flooring to fill the gap between the small tank window.

Council has assessed and is addressing the safety concerns with capital budget allocation in 2025/26 for the Surat aquarium landing and design to rectify the concerns identified.

Options Considered:

Consultation occurred with the Surat Local Development Officer to encourage community members to join The Club and continue an agreement with the same group operating and maintaining the attraction, however, the attempts to recruit were unsuccessful.

An EOI process is considered the most appropriate and transparent mechanism to identify a suitable individual, group, or organization to manage the aquarium moving forward.

The EOI will allow Council to assess the level of community and regional interest, and ensure that any future operator is capable, committed and aligned with Council's standards for the attractions upkeep and public safety.

The Local Government Regulation 2012 has specific guidance on the use of an Expression of Interest (EOI) process, including the need to articulate why Council is seeking to utilise the EOI process.

Recommendation:

That Council:

1. Receive notice that Surat Fishing and Restocking Club Incorporated are terminating their Management Agreement for the operation and maintenance of the Surat Aquarium.
2. Accept the Surat Fishing and Restocking Club's offer to continue operations for the Surat Aquarium, until a suitable replacement is appointed.
3. Thank the Surat Fishing and Restocking Club for their commitment to the aquarium over the past 18 years.
4. Is of the view that it would be in the public interest to invite expressions of interest to operate and maintain the Surat Aquarium.
5. Considers an expression of interest the most appropriate approach as Council is keen to explore alternative solutions for the management of the Surat Aquarium

Risks:

Risk	Description of likelihood & consequences
Loss of Management of the aquarium.	Low – Loss of key tourist attraction for Surat, potentially affecting visitor experience and local tourism revenues.

Policy and Legislative Compliance:

Local Government Regulation 2012

Section 227 Valuable non-current asset contract – tenders or auction needed first

- (1) A local government can not enter into a valuable non-current asset contract unless it first –
 - (a) Invites written tenders for the contract under section 228;

Section 228 Tender Process

- (2) The Local Government must either –
 (b) invite expressions of interest;

Budget / Funding *(Current and future):*

The Club is currently paid \$220 per week to provide this service.

Timelines / Deadlines:

Current Management Agreement expires on 11 April 2026.

Consultation *(Internal / External):*

External – Surat Fishing and Restocking Club Incorporated

Internal – Warroo Director

Internal – Manager – Facilities Land, Buildings and Structures

Strategic Asset Management Implications:

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

Nil

Acronyms:

Acronym	Description
The Club	Surat Fishing and Restocking Club Inc.
EOI	Expression of Interest.

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:

Nil.

Report authorised by:

Manager - Regional Facilities Management

Director - Regional Development, Environment & Planning

OFFICER REPORT

Meeting: Ordinary 24 July 2025

Date: 8 July 2025

Item Number: 14.5

File Number: D25/68402

SUBJECT HEADING: Tender 25044 - Expression of Interest - Studio 2
Roma Community Arts Centre

Classification: Open Access

Officer's Title: Leases and Agreements Administration Officer

Executive Summary:

Council released a public tender for Expression of Interest (EOI) to enter into a commercial tenancy agreement for use of Studio 2 within the Roma Community Arts Centre, being part of Lot 4 on SP309888.

Council is asked to consider the sole expression of interest received through the public tender process.

Officer's Recommendation:

That Council:

1. Amend Council's fees and charges to include a fee of \$189.00 per month per Studio at the Roma Community Arts Centre for Non Profit Organisations.
2. Enter into a commercial tenancy agreement with Roma Patchwork and Crafters for the use of Studio 2 at the Roma Community Arts Centre, for a period of three (3) years ending 30 September 2028, aligning with existing studio tenancies.
3. Authorise the Chief Executive Officer (or delegate), to execute the necessary documentation.

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

Council released a public tender for Expression of Interest in entering into a commercial tenancy agreement for not-for-profit community groups for use of Studio 2 within the Roma Community Arts Centre.

Council's approval is sought prior to entering into a commercial tenancy agreement with the recommended Tenderer.

It has also been identified that the fees for the studios at the Roma Community Arts Centre have been omitted from Council's fees and charges.

Background *(Including any previous Council decisions):*

Council owns the Roma Community Arts Centre situated at Hawthorne Street, Roma, Qld 4455 being part of Lot 4 on SP309888.

The Roma Community Arts Centre includes six (6) studio spaces for use by community art organisations.

These studio spaces have been occupied by the following groups since the facility opened. Roma Performing Arts x2, Roma Ceramic Group & Roma Pottery Group, Maranoa Artists, Roma Patchwork and Crafters and the Silversmiths (terminated).

On 19 March 2025, the Silversmiths Roma Group formally notified Council of their intention to surrender their commercial tenancy agreement for use of studio two (2).

At the Ordinary Meeting held on 10 April 2025, Council resolved as follows:

Resolution No. OM/04.2025/18

That Council:

- 1. Receive notice that the Silversmiths Roma Group Incorporated are terminating their commercial tenancy agreement for use of Studio 2, within the Roma Community Arts Centre.***
- 2. Invite Expressions of Interests to enter into a Commercial Tenancy Agreement for not-for-profit community groups to utilise Studio 2, located within the Roma Community Arts Centre.***

The tender period opened on Friday 6 June 2025 and closed on Monday 30 June 2025.

The advertising details were in the Maranoa Today, on Maranoa Regional Council's website and Facebook page.

Below is a copy of the advertisement that was provided to the public:

TENDER

A.B.N. 99324089164

Expression of Interest Commercial Tenancy Agreement for not-for-profit Community Groups, Studio 2, Roma Community Arts Centre

Tender Number - 25044

Maranoa Regional Council invites Expressions of Interest (EOIs) from not-for-profit community groups to utilise Studio 2, located within the Roma Community Arts Centre, Hawthorne Street, Roma, QLD 4455.

This initiative aims to encourage proposals that align with Council's vision for the Roma Community Arts Centre, for not-for-profit community groups to utilise the space.

Tenders close at 2:00pm, 30 June 2025.

Information and Tender documents (including specification and tender response form) can be obtained from

www.maranoa.qld.gov.au/tenders or www.vendorpanel.com.au

Submissions received after the closing date and time will not be accepted.

Robert Hayward
Chief Executive Officer



Applications were received via a closed process through VendorPanel.

One (1) Expression of Interest response was received – Roma Patchwork and Crafters.

Roma Patchwork and Crafters Inc. currently leases Studio 6 within the Roma Community Arts Centre but has requested to lease Studio 2 due to a roof leak in Studio 6 that limits usability. If successful, the group intends to use both Studio 2 and Studio 6 concurrently.

Funds were allocated in the 2025/26 capital project budget to replace a large section of the roof at the Community Arts Centre to rectify the leaking roof issues.

As part of the arrangement, Officers have identified that the fees for the use of the studios at the Roma community Arts Centre were omitted from the fees and charges adopted by Council in May 2025. This report also seeks to correct that omission by setting the standard fee, which will be applied in the case of the proposed tenancy.

Options Considered:

While only one application was received and the applicant meets the eligibility criteria as a not-for-profit community group, Council is able to avail itself of the exception

provisions under section 236 of the Local Government Regulation 2012 allowing Council to enter directly into an agreement with Roma Patchwork and Crafters Inc.

Council may choose to decline the submission and re-release the Expression of Interest process if preferred or formally go out to tender.

Recommendation:

That Council:

1. Amend Council's fees and charges to include a fee of \$189.00 per month per Studio at the Roma Community Arts Centre for Non Profit Organisations.
2. Enter into a commercial tenancy agreement with Roma Patchwork and Crafters for the use of Studio 2 at the Roma Community Arts Centre, for a period of three (3) years ending 30 September 2028, aligning with existing studio tenancies.
3. Authorise the Chief Executive Officer (or delegate), to execute the necessary documentation.

Risks:

Risk	Description of likelihood & consequences
Nil	Nil

Policy and Legislative Compliance:

Local Government Regulation 2012 –

Section 227 Valuable non-current asset contract – tenders or auction needed first

- (1) A Local Government can not enter into a valuable non-current asset contract unless it first –
 - (a) Invites written tenders for the contract under section 228;

Section 228 Tender Process

- (2) The Local Government must either –
 - (b) Invite expressions on interest under subsection (5) before considering whether to invite written tenders under subsection (7)(b)

Section 236 Exceptions for valuable non-current asset contracts

- (1) Subject to subsection (2) to (4), a local government may dispose of a valuable non-current asset other than by tender or auction if –
 - (b) the valuable non-current asset is disposed of to –
 - (ii) a community organisation

Budget / Funding (Current and future):

Fee of \$189.00 per month per studio was agreed on at the Council Meeting held on 19 July 2023 – Resolution No. OM/07.2023/47

The rental fee is \$189.00 per month per studio equating to \$2,268.00 annually per studio.

Timelines / Deadlines:

Agreement to be a three (3) year term to align with the other studios – Expiring 30 September 2028.

Consultation (Internal / External):

External – Roma Patchwork and Crafters

Internal – Procurement / Tenders Officer – Systems Administrator

Internal – Manager Regional Facilities (Land Building and Structures)

Internal – Director - Regional Development, Environment & Planning

Internal – Director Corporate Services

Strategic Asset Management Implications:

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

Nil

Acronyms:

Acronym	Description
Nil	Nil

Addition to Operational or Corporate Plan:

Plan Description	Yes / No
Operational	No
Corporate	No

Link to Corporate Plan:

Corporate Plan 2023-2028

Strategic Priority 4: Growing our region

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

Supporting Documentation:

Nil.

Report authorised by:

Manager - Regional Facilities Management

Director - Regional Development, Environment & Planning

Director - Corporate Services

OFFICER REPORT

Meeting: Ordinary 24 July 2025

Date: 9 July 2025

Item Number: 14.6

File Number: D25/69261

SUBJECT HEADING: The Maranoa Nursing Advancement Bursary Program 2025 Assessment Panel

Classification: Open Access

Officer's Title: Project and Administration Officer

Executive Summary:

The Maranoa Nursing Advancement Bursary Program 2025 will open for submissions on 18 August 2025 and close on 3 October 2025. As part of the assessment process, it is a requirement for two Councillors to sit on the Selection Committee.

This report seeks to endorse the two Councillors who will serve on this committee.

Officer's Recommendation:

That Council endorses Cr (insert name) and Cr (insert name) to serve as members of the Selection Committee for the Maranoa Nursing Advancement Bursary Program 2025.

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

The Maranoa Nursing Advancement Bursary Program 2025 will open for submissions on 18 August 2025 and close on 3 October 2025. As part of the assessment process, it is a requirement for two Councillors to sit on the Selection Committee as outlined in the Maranoa Nursing Advancement Bursary Program 2025 **(OM/05.2025/12)**

This report seeks to endorse the two Councillors who will serve on this committee.

Background (*Including any previous Council decisions*):

The Maranoa Nursing Advancement Bursary Program 2025 aims to provide financial assistance and professional development opportunities to nursing students and professionals from the Maranoa Local Government Area, Queensland. The program supports Nursing individuals committed to serving the local community in the nursing field.

The Maranoa Nursing Advancement Bursaries for midwifery (CNMs), nurse practitioner (NPs) and clinical nurse specialists (CNSs) will be awarded in any combination, depending on applications recommended by the panel. Up to three bursaries will be awarded to the value of \$10,000 each.

Council staff have engaged with Southwest Queensland Health & Hospital Services and secured three nursing professionals to participate in the selection process. In accordance with the program framework, the Chair of the Selection Committee will be a nurse.

The three appointed individuals are as follows:

- **Chris Small** – Executive Director of Nursing and Midwifery (Chair of the Selection Committee)
- **Ninette Johnstone** – Nursing Director, Profession and Practice
- **Leanne Raatz** – Nursing Director, Workforce Development Unit

The program will open on 18 August 2025 and remain open for six weeks, closing on 3 October 2025. A meeting date will be scheduled for the Selection Committee to assess applications in line with the framework document.

Options Considered:

n/a

Recommendation:

That Council endorses Cr (insert name) and Cr (insert name) to serve as members of the Selection Committee for the Maranoa Nursing Advancement Bursary Program 2025.

Risks:

Risk	Description of likelihood & consequences
Council does not endorse two Councilors to participate in the Selection Committee	The framework explicitly requires Councilor representation on the committee as part of the selection process. Failure to meet this requirement could undermine the integrity of the process, delay decision-making, and potentially expose Council to reputational risks or challenges to the legitimacy of the selection outcomes.

Policy and Legislative Compliance:

The Maranoa Nursing Advancement Bursary Program framework (D25/29784)

Budget / Funding *(Current and future):*

Budget of \$50,000 has been allocated to the bursary program, with \$20,000 earmarked for the medical student bursary payment for 2025/2026.

WO 26064.2800.2001

Timelines / Deadlines:

A decision will need to be made in July, to allow for the opening of the program on the 18 August 2025.

Consultation *(Internal / External):*

Internal:

Manager – Regional Economic and Community Development
Director – Regional Development, Environment and Planning

External:

Southwest Queensland Health & Hospital Services

Strategic Asset Management Implications:

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

n/a

Acronyms:

Acronym	Description
N/A	n/a

Addition to Operational or Corporate Plan:

Plan Description	Yes / No
Operational	No
Corporate	No

Link to Corporate Plan:

Corporate Plan 2023-2028

Strategic Priority 4: Growing our region

4.11 Support development of our local communities through planning, programs and events

Supporting Documentation:

Nil

Report authorised by:

Manager - Regional Economic & Community Development

Director - Regional Development, Environment & Planning

PLANNING & BUILDING DEVELOPMENT REPORT

Meeting: Ordinary 24 July 2025

Date: 11 July 2025

Item Number: 14.7

File Number: D25/69714

SUBJECT HEADING: Development Application Material Change of Use
"Low Impact Industry" (Extension to Tyre Shop) -
90-92 Charles Street, Roma (Ref: 2025/21417)

Classification: Open Access

Officer's Title: (Acting) - Senior Town Planner

Executive Summary:

Precinct Urban Planning on behalf of Crawfo's Pty Ltd have submitted a development application for a Material Change of Use for a "Low Impact Industry" (Extension to existing tyre shop business). The proposal is located at 90-92 Charles Street, Roma, properly described as Lot 231 on R8613. The development application is subject to Impact Assessment and must be assessed against the assessment benchmarks (to the extent relevant) provided by Section 45 of the Planning Act 2016 ('Planning Act') and any relevant matters prescribed by regulation.

Public notification about the application was carried out in accordance with Part 4 of the Development Assessment Rules ('DA Rules') and for a period of 15 business days. There were no submissions received during this period.

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

Officer's Recommendation:

The development application for a Material Change of Use – "Low Impact Industry" (Extension to existing tyre shop business) located at 90-92 Charles Street, Roma, described as Lot 231 on R8613, be approved subject to the listed conditions and general advice.

Development details

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

Compliance inspection

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

Approved plans and documents

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

Plan/Document number	Plan/Document name	Date
Job No. 20240099, SD-050	Site Plan	13/01/2024
Job No. 20240099, SD-110	Floor Plan	13/01/2024
Job No. 20240099, SD-115	Mezzanine Floor Plan	13/01/2024
Job No. 20240099, SD-200	Elevations	13/01/2024
Job No. 20240099, SD-201	Elevations	13/01/2024
Job No. 20240099, SD-900	3D Views	13/01/2024

Development works

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

Supervision Certificate at completion of the approved works and/or prior to Council's acceptance of any works on-maintenance.

Applicable standards

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

Works in road reserve

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

Avoiding nuisance

10. No unreasonable nuisance is to be caused to adjoining properties and occupiers by the way of noise, smoke, dust, rubbish, contaminant, stormwater discharge or siltation at any time during or after the establishment of the approved development.
11. Lighting of the site, including any security lighting, shall be such that the lighting intensity does not exceed 8.0 lux at a distance of 1.5 metres from the site at any property boundary.
12. All lighting shall be directed or shielded so as to ensure that no glare directly affects nearby properties.

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

13. The area and its surrounds shall be kept in an orderly fashion, free of rubbish and clear of weeds and long grasses. The approved development and the premises are to be maintained in a clean and tidy condition and not to pose any health and safety risks to the community.
14. Unless otherwise approved in writing by the Council, approved hours of construction are restricted to Monday – Saturday 6.30am to 6.30pm – noise

permitted. Work or business which causes audible noise must not be conducted from or on the subject land outside the above times or on Sundays or Public Holidays.

15. Graffiti deterrent building surface treatments must be incorporated along the external building façades facing Bowen Street and Charles Street and must be maintained at all times.

Screening mechanical equipment

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

Refuse Storage

17. At all times while the use continues, waste containers shall be provided on the site and maintained in a clean and tidy state and shall be emptied and the waste removed from the site on a regular basis. All waste containers are to be shielded from the view of travelling public and neighbours and accessible by the vehicles used by Council, its agents and/or others.

Access

18. The landowner is responsible for the construction and maintenance of vehicle crossovers from the property boundary to the external road networks and access ways, and for obtaining any approvals that may be required and for complying with the applicable designs and standards.

Parking

19. Three (3) existing onsite car parking spaces must be maintained to cater for the approved use. PWD spaces are to be provided in accordance with the National Construction Code.
20. Car park design, including car parking spaces (widths and lengths), vehicle access lanes and maneuvering areas are to comply with *Australian Standard AS/NZS 2890.1:2004 Part 1: Off-street car parking*.
21. Disabled car parking bays are to comply with *Australian Standard AS/NZS 2890.6:2009 - Parking Facilities Part 6: Off-street parking for people with disabilities*.
22. Onsite service vehicle access, parking and maneuvering is to be designed in accordance with *Australian Standard AS/NZS 2890.2:2004 - Parking facilities Part 2: Off-street commercial vehicle facilities requirements*.
23. Vehicle movements within the site are to be clear of proposed parking areas, buildings, and landscape treatments.

24. Vehicle parking bays must not encroach into swept paths for vehicle movements.
25. Vehicles accessing the site and designated onsite parking areas must be able to enter and leave the site in forward direction. All vehicle maneuvers to and from the onsite parking spaces must be totally contained within the development site boundaries and must not encroach onto the adjacent roadway.
26. All onsite access, parking and maneuvering areas are to be sealed with an approved impervious surface. Surfacing shall consist of reinforced concrete, asphaltic hotmix or two coat (primer seal/seal) bitumen seal.

Footpath

27. A footpath is to be constructed along the full frontage of the development site on Bowen Street (excluding vehicle access driveways). The footpath construction is to be generally in accordance with Standard Drawings CMDG-R-051 and CMDG-R-058 and must be a minimum width 1.5 metres. Footpath works are to include a kerb ramp to allow safe access in the Charles Street direction of travel in accordance with Standard Drawing CMDG-R-050.

Services

28. The approved development is to be connected to Council's reticulated water supply network in accordance with the Water Services Association of Australia (WSAA) publication and the CMDG Design Guidelines – D11 'Water Reticulation', at no cost to Council.
29. The approved development is to be connected to Council's reticulated sewerage disposal system in accordance with the Sewerage Code of Australia and the CMDG Design Guideline - D12 'Sewerage Reticulation', at no cost to Council.
30. Any connection to or works associated with Council's sewerage infrastructure must be completed by a qualified plumber/drainlayer under Council supervision. No works are to be undertaken on Council's sewerage infrastructure without first obtaining the express permission of Council.

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

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

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

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

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

Landscaping

35. The existing bottle trees located adjacent to the development site within the Bowen Street and Charles Street Road reserve must be maintained.

Advertising signage

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

Stormwater and drainage

38. Stormwater runoff from roofs and impervious surfaces is to be collected internally and piped to a lawful point of discharge generally in accordance with CMDG Design Guidelines D-5 'Stormwater Drainage Design'.
39. Stormwater must not be discharged to adjoining properties and must not pond on the property being developed, or adjoining properties during the development process or after the development has been completed.

40. There must be no increases in any silt loads or contaminants in any overland flow from the property being developed during the development process and after the development has been completed.
41. The stormwater disposal system must be designed to include appropriate pollution control devices or methods to ensure no contamination or silting of creeks or other waterways.

Construction activities and erosion control

42. During the course of any construction activities, soil erosion and sediment must be managed in accordance with CMDG Design Guidelines D-7 'Erosion Control and Stormwater Management'.
43. If there is a possibility of erosion or silt or other materials being washed off the property during the development process or after the development is completed, the developer must document and implement a management plan that prevents this from occurring.
44. The developer shall immediately clean up and satisfactorily remove any deposited construction material or silt runoff from the development site.
45. Should it be necessary for the road and/or drainage system to be reinstated or cleaned up due to erosion and/or sedimentation from the site, then such works shall be at no cost to Council. Such work shall be undertaken immediately.
46. Temporary fencing must be erected and maintained around the perimeter of the development area whilst construction activities are carried out.

Operating hours

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

Delivery of goods

48. Loading and unloading of goods must not occur outside the hours of 7:00am to 6:00pm Monday to Friday and 8:00am to 5:00pm on Saturdays. No loading or unloading shall occur on Sundays or Public Holidays.
49. The delivery, loading and unloading of goods to the site must be undertaken within the subject site and must not occur on adjoining properties or roads.

No cost to Council

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

51. The developer is responsible for meeting all costs associated with the approved development unless there is specific agreement by other parties, including the Council, to meet those costs.
52. All rates and charges of any description and all arrears of such rates and charges, together with interest outstanding thereon, on the land, due to Council shall be paid prior to the commencement of use.

Latest versions

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

Application documentation

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

GENERAL ADVICE

- (a) Refer to <http://www.cmdg.com.au/> for the Capricorn Municipal Development Guidelines (CMDG).
- (b) Refer to <http://www.maranoa.qld.gov.au/council-policies> for Council Policies.
- (c) The relevant planning scheme for this development is *Maranoa Planning Scheme 2017*. All references to the 'Planning Scheme' and 'Planning Scheme Schedules' within these conditions refer to the above Planning Scheme.
- (d) Under the Planning Scheme "**Low Impact Industry**" means the use of premises for –
 - a. *that is the manufacturing, producing, processing, repairing, altering, recycling, storing, distributing, transferring or treating of products; and*
 - b. *that a local planning instrument applying to the premises states is low impact industry; and*
 - c. *that complies with any thresholds for the activity stated in a local planning instrument applying to the premises, including, for example, thresholds relating to the number of products manufactured or the level of emissions produced by the activity.*
- (e) The *Environmental Protection Act 1994* states that a person must not carry out any activity that causes, or is likely to cause, environmental harm unless the person takes all reasonable and practicable measures to prevent or minimise

the harm. Environmental harm includes environmental nuisance. In this regard, persons and entities involved in the operation of the approved development are to adhere to their 'general environmental duty' to minimise the risk of causing environmental harm to adjoining premises.

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

Context:

The determination of the Impact Assessable Applications is generally made by Council Resolution.

Background:

Application History

On 31 March 2021, Council issued a Development Permit for a Material Change of Use to establish a “Low Impact Industry” (expansion to existing use) on the subject site. As the application was submitted within Council’s COVID-19 Incentive Policy effective period, a two-year currency period was applied.

On 7 July 2022, a Minor Change approval was issued to alter the approved design of the premises.

On 4 December 2024, a further Minor Change application was submitted to Council. During assessment of this application, it was identified that the original approval had lapsed. This application was subsequently withdrawn.

On 27 March 2025, the applicant submitted a new application to extend the existing use on the premises.

Proposal

The application is a Development Permit for a Material Change of Use - “Low Impact Industry” (Extension to Tyre Shop). The proposed new Shed will span 1,872m² across the site and is intended to replace the multiple existing structures on site. The internal configuration of the shed will include working areas, storage (mezzanine) as well as an office/public showroom space. The proposed site plan is included below as Figure 1.

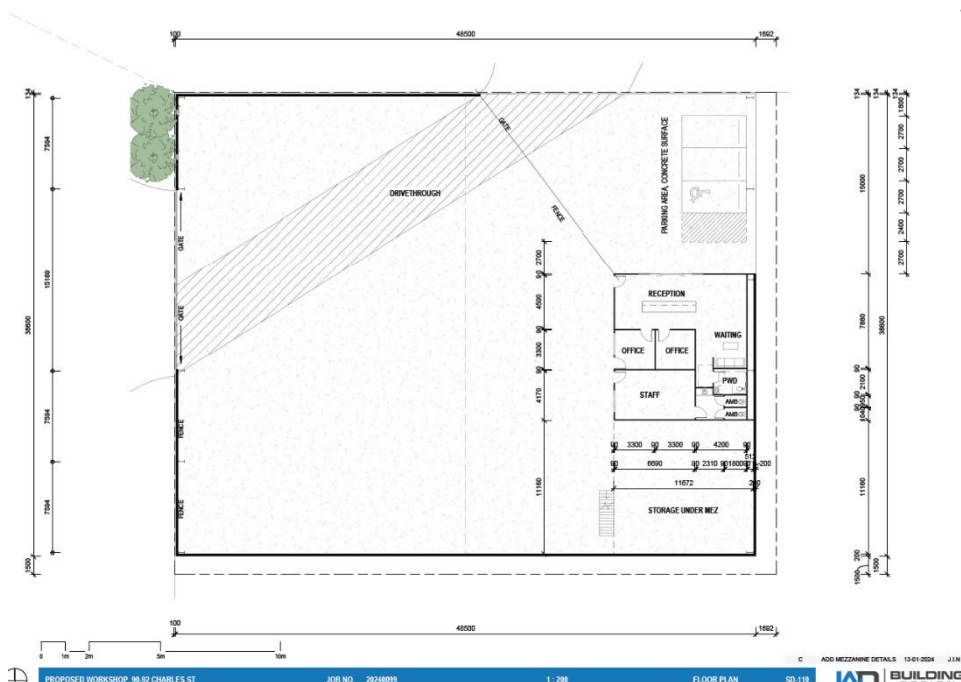


Figure 1: Proposed Floor Plan (Source: WD Building Design)

Additional details about the proposal, including a full assessment of the application against the applicable assessment benchmarks prescribed are provided in the Supporting Documents.

Options Considered:

N/A

Recommendation:

The proposed development is generally consistent with the assessment benchmarks. Any potential impact can be appropriately managed by the way of conditions of development and to achieve compliance to the greatest extent possible. Any residual inconsistency with the assessment benchmarks needs to be considered in light of the various relevant matters including:

- The proposed development reflects the expansion of an existing lawful use on the premises.
- The proposed development does not introduce a new industrial land use into Roma's Principal Centre Zone.
- The proposed development is appropriately located with similar uses in proximity to the site.

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 as defined in the Planning Act 2016 as *"the intensification of an existing use of the premises"*.

The proposed development is identified as a “Low Impact Industry” in the *Maranoa Planning Scheme 2017* (the ‘Planning Scheme’)

“**Low Impact Industry**” means the use of premises –

- a. *that is the manufacturing, producing, processing, repairing, altering, recycling, storing, distributing, transferring or treating of products; and*
- b. *that a local planning instrument applying to the premises states is low impact industry; and*
- c. *that complies with any thresholds for the activity stated in a local planning instrument applying to the premises, including, for example, thresholds relating to the number of products manufactured or the level of emissions produced by the activity.*

The development application is subject to Impact Assessment. An impact assessment is an assessment that must be carried out against the assessment benchmarks prescribed by the *Planning Regulation 2017*, in this case being;

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

An impact assessment must also have regard to any other relevant matter, other than a person’s personal circumstances, financial or otherwise, including any properly made submissions about the application.

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

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

A full assessment of the development application against the relevant assessment benchmarks is provided as an attachment to this report.

Budget / Funding:

N/A-The project is a private development that will be funded by an external party. The costs of fulfilling any development approval obligations, financial or otherwise, remain the sole responsibility of the applicant/landowner. There is potential for council to incur costs only in the event that its decision regarding the application is appealed to the Court.

Timelines / Deadlines:

Timelines

Commencement of the use is to occur within 6 years of the issue of the development permit, otherwise the approval lapses.

Deadlines

The applicant submitted the Notice of Compliance for Public Notification on 18 June 2025.

In accordance with the Development Assessment Rules, Council's Decision-Making Period ends on 6 August 2025.

Consultation:

Public Notification

The development application was publicly notified between 26 May 2025 and 16 June 2025. The applicant published a notice in the Maranoa Today on 23 May 2025, placed a notice on the frontage of the site on 22 May 2025 and notified the adjoining landowners on 20 May 2025.

In accordance with the development assessment rules, the applicant has complied with the requirements for public notification.

No submissions were made in relation to the development application.

External

The application required referral to SARA due to the proximity of the site to the State-controlled road. The application was properly referred on 30 April 2025 and SARA's response, approving the development with conditions, was issued on 28 May 2025.

Acronyms:

Acronym	Description
SARA	State Assessment and Referral Agency

Link to Corporate Plan:

Corporate Plan 2023-2028

Strategic Priority 4: Growing our region

4.7 Plan and manage the growth of our towns

Supporting Documentation:

1 [2025/21417 - Planning Assessment Report](#)

D25/69906

2 [2025/21417 - MCU Plans](#)

D25/69907

Report authorised by:

Manager - Regional Planning & Building Development

Director - Regional Development, Environment & Planning

Planning Assessment Report-2025/21417

Application Number:	2025/21417
Proposal:	Material Change of Use – “Low Impact Industry” (Extension to Tyre Shop)
Applicant:	Crawfo's Pty Ltd C/-Precinct Urban Planning
Street Address:	90-92 Charles Street
Real Property Description:	Lot 231 on R8613
Officer	Planning Officer

Proposed Land Use

Precinct Urban Planning on behalf of Crawfo's Pty Ltd have submitted an application to extend the existing Crawfo's Tyres operation, located at 90-92 Charles Street, Roma. The proposal is to build a single structure on-site, which will replace the separate structures currently located on the site. Located on the eastern side of Roma's CBD, the lot is formally described as Lot 231 on R8613.

Details of Proposed Development

The application is a Development Permit for a Material Change of Use - “Low Impact Industry” (Extension to Tyre Shop). The proposed new Shed will span 1,872m² across the site and is intended to replace the multiple existing structures on site. The internal configuration of the shed will include working areas, storage (mezzanine) as well as an office/public showroom space.

The submitted application is preceded by previously approved Development Approval (2020/20190), which lapsed as the use did not commence within the specified currency period.

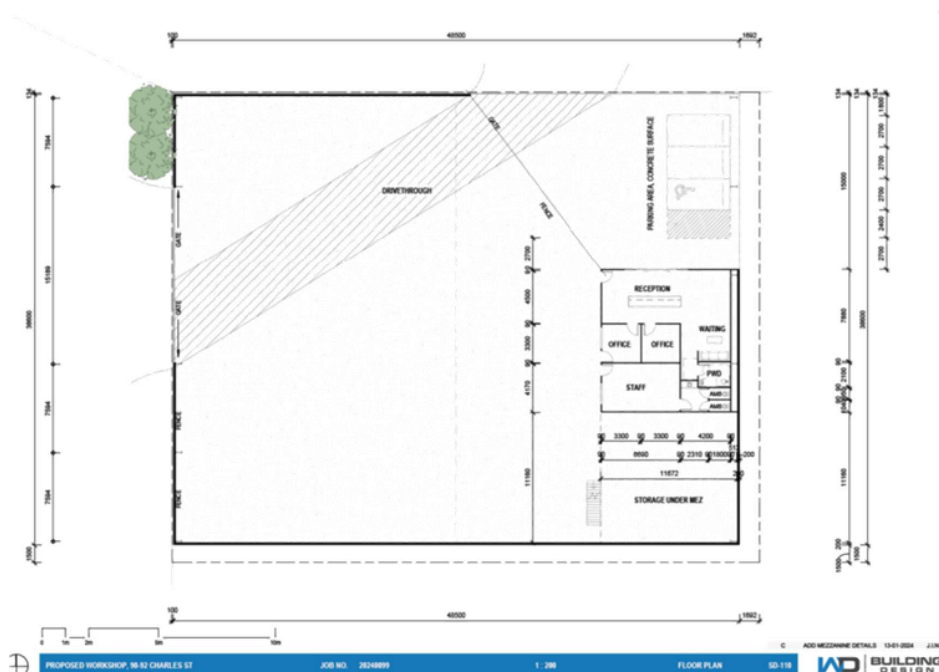


Figure 1: Proposed Floor Plan (Source: WD Building Design)

Characteristics of the Site

The development site is an already established tyre business that has operated from the site for multiple years. The new shed proposed for the site will replace the existing separate buildings on the site and present a high quality design outcome along the main thoroughfare.

Located within the *Principal Centre Zone* of the Maranoa Planning Scheme 2017, the site can be generally described as:

- Having a total site area of 2,006m²
- Having frontage of both Bowen and Charles Streets
- Being within 25m of a State Controlled Road (Warrego Highway)
- Having no impact from natural hazards



Figure 2: Zoning (Source: Spectrum Spatial)

State Assessment and Referral Agency

The site is located with frontage to Bowen Street/the Warrego Highway. Under Schedule 10, Part 9, Division 4, Subdivision 2, Table 4, Item 1 of the *Planning Regulation 2017*, the application required referral to SARA. The application was properly referred on 30 April 2025 and SARA's response was issued on 28 May 2025. A copy of this response will be included within the Decision Notice.

Public Notification

Due to the application being for a “Low Impact Industry” use in the Principal Centre Zone, Table 5.5.5 of the Maranoa Planning Scheme 2017 identifies the proposal as requiring impact assessment.

The applicant undertook all required steps within the public notification period.

No submissions were received in relation to the development.

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 intensity or scale of the use of the premises”.

The site is located in the Principal Centre Zone, where “Low Impact Industry” is an Impact Assessable Development.

In accordance with section 45 of the *Planning Act 2016*, an impact assessment is an assessment that-

- (a) *Must be carried out-*
 - i. *Against the assessment benchmarks in a categorising instrument for the development; and*
 - ii. *Having regard to any matters prescribed by regulation for this subparagraph; and*
- (b) *May be carried out against, or having regard to, any other relevant matter, other than a person's personal circumstance, financial or otherwise.*

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

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

The Darling Downs Regional Plan

The *Darling Downs Regional Plan* was adopted in October 2013 and covers the local government areas of Balonne, Goondiwindi, Maranoa, Southern Downs, Toowoomba and Western Downs.

The Maranoa Planning Scheme appropriately integrates all relevant aspects of the Darling Downs Regional Plan. Despite this, the Planning Regulation 2017 requires that Impact assessable applications be assessed against the relevant regional plan (irrespective of whether the planning scheme appropriately reflects the regional plan).

The subject site is located within the Roma Priority Living Area (PLA). The proposed development is not a resource related development and maintains the liveability of the Roma town centre. The proposal is not considered to conflict with the outcomes of the Regional Plan.

State Planning Policy

Council is required to consider the 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 State Planning Policy, a separate assessment of the application is not required.

The Maranoa Planning Scheme 2017

- Part 3 Strategic Framework
- Part 5 Tables of Assessment
- Part 6 Zone
 - 6.2.5 Principal Centre Zone
- Part 8 Overlays
 - 8.2.8 Airport Environs Overlay

Part 3-Strategic Framework

The Strategic Framework sets the policy direction for the Planning Scheme and forms the basis for ensuring appropriate development occurs within the planning scheme area for the life of the planning scheme.

An assessment of the proposed development against the strategic themes of the Planning Scheme is provided in the table below:

Theme	Response
Liveable Communities and Housing	The proposed development is for the expansion of a preexisting commercial premises within the Roma Town Centre. The proposal supports the role of Roma as the principal centre within the region. The proposed expansion is considered to be an efficient use of land in the Centre Zone, given the existing lawful use of the premises.
Economic Growth	The proposed development reflects economic growth within the existing tyre business (Crawfo's Tyres) and provides additional operational space for the business. The proposal is considered to be appropriately positioned given the existing lawful use of the premises. The proposed development rejuvenates the site through construction of a new commercial building, supporting vibrancy and sustainability of the town centre.
Environment and Heritage	The site is not identified as having local heritage importance or mapped as containing areas of environmental significance. Stormwater will be conditioned to be managed in accordance with relevant standards.
Hazards and Safety	The proposed development is considered to be appropriately located due to the historic and existing use of the lot as well as surrounding lots with similar use types. Expansion of the preexisting business is not expected to generate emissions that would impact surrounding land uses, and appropriate conditions will be applied to ensure minimal impact to adjoining sensitive land uses. The site is not impacted by any natural hazards.
Infrastructure	The proposed development aims to expand an existing commercial space within the Roma Town Centre, resulting in minimal impact to existing infrastructure. If approved appropriate infrastructure charges will be applied to ensure the future of Roma's infrastructure can be maintained.

Part 5-Tables of Assessment

The Tables of Assessment identify the category of development, the category of assessment and the assessment benchmarks for assessable development in the planning scheme area. The Tables of Assessment identify the level of assessment for the proposed use in the proposed location as "Impact Assessment".

Part 6-Zones

The purpose of the Principal centre zone is to:

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

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

- (a) the widest range and highest order of retail, commercial, administrative, community, cultural, compatible employment opportunities and entertainment activities are provided.*
- (b) mixed use (residential combined with commercial and retail uses) is encouraged where the principal use contributing to the streetscape is either commercial or retail in nature.*
- (c) a high level of pedestrian amenity is provided and is reflective of the surrounding character of the area.*
- (d) an increase in residential uses promotes pedestrian activity and passive surveillance after dark.*
- (e) development is designed to incorporate sustainable practices including maximising energy efficiency, water conservation and transport use.*
- (f) where appropriate, service industry and motel use may be located in this zone; (g) shopping centre style development is concentrated in this zone; and,*
- (g) shopping centre style development is concentrated in this zone; and*
- (h) non-resident workforce accommodation is not supported in this zone.*

The proposed development complies with the Principal Centre Zone Code due to:

- The proposed development supports an existing business within Roma's Principal Centre Zone.
- The proposed development supports economic growth within the Maranoa Region by allowing an existing business to expand and provide services to the community.
- The proposed development accommodates a mix of uses and activities within Roma's CBD.

6.2.5 Principal Centre Zone Code

PERFORMANCE OUTCOMES	ACCEPTABLE OUTCOMES	RESPONSE
PLANNING		
Use, density and built form		
PO 1 Scale Development is at a scale that reflects the role of the Principal centre zone as the primary activity centre for the region.		Complies The proposed development will expand the existing business located onsite. The proposal increases the scale of development on the premises while reflecting the role of the Principal Centre Zone.
PO 2 Location Activities located within the principal centre contribute to fulfilling the business, community and entertainment needs of the region. Uses other than <i>Business, community and entertainment activities</i> are located so as: (a) not to prejudice the consolidation of like non-commercial uses in other more appropriate areas; (b) to be co-located with other non-commercial uses wherever possible; and (c) to not impact adversely on the function and character of the zone. Note: Non-commercial uses are any uses that are not business, community, entertainment or 'mixed use' activities.		Complies The proposed development aims to expand and refresh the existing business located onsite. The proposal does not prejudice the consolidation of other industrial uses in the Industry Zone, as the site contains an existing lawful use and is not for the establishment of a new use. The site is co-located with other non-commercial uses and does not impact the function and character of the broader zone.
PO 3 Density and site coverage The density of uses in the Principal centre zone does not impact adversely on the amenity of adjoining General Residential Zone areas. The site area available for 'mixed use' (<i>Accommodation activities</i> in combination with other activities) is sufficient to allow for a high standard of residential amenity for those activities.	For 'mixed use' activities: AO 3.1 The site has a minimum area of 800 m ² . Note: Mixed use activities are a combination of business, community or entertainment activities co-located with accommodation activities.	Not Applicable The proposed development does not include mixed use activities.
PO 4 Setbacks Side and rear building setbacks: (a) enhance the appearance and commercial character of the centre's streets;		Complies The proposed development enhances the appearance of the commercial centre by replacing existing buildings on the

PERFORMANCE OUTCOMES	ACCEPTABLE OUTCOMES	RESPONSE
(b) provide for adequate daylight for habitable rooms and open space areas on and adjoining the site; (c) minimise overshadowing and overlooking of adjoining residential premises; and (d) provide adequate separation and buffering between residential and non-residential premises.		premises with a new high quality building design. The proposed setbacks are in accordance with expectations for development in the Principal Centre Zone.
PO 5 Height The height of buildings is compatible with and complementary to the existing character of the Principal centre zone, and does not unduly reduce privacy on adjoining land.		Complies The proposed building height is compatible with the Principal Centre Zone.
AMENITY		
Advertising signage – refer to the Operational works advertising devices code		
Heritage places – in addition, refer to the Heritage overlay code where mapped in the SPP Cultural heritage mapping or listed in the Cultural heritage and character places policy		
PO 6 General amenity The operation of <i>Business and Community activities</i> are not unduly detrimentally affected by the proximity of <i>dwellings</i> .	AO 6.1 <i>Business and Community activities</i> maintain a level of impact on the immediate area comparable to a normal expectation for that use, even where adjacent to accommodation uses. AO 6.2 <i>Centre and Entertainment activities</i> preserve residential amenity within and surrounding the Principal centre zone outside of operating hours.	AO 6.1 Complies The proposed expansion of the existing business located on site is determined to have an acceptable level of impact to adjacent uses. AO 6.2 Not Applicable The proposed development does not include a Centre or Entertainment Activity use.
PO 7 Building appearance Buildings are designed to a high aesthetic standard. The design of buildings encourages the growth of the principal centre as the primary business and community centre for the region. Service spaces and facilities are designed and sited in an unobtrusive and convenient manner.	AO 7.1 Mechanical equipment and water tanks, material or equipment storage areas, and areas where work takes place are located or screened so as not to be visible from the road or public open space. Note: Mechanical equipment includes air conditioners and other plant equipment. It does not include solar panels for electricity generation or water heating and does not include antennas.	AO 7.1 Complies The size of the proposed structure will ensure all mechanical equipment, material, equipment storage areas and place of work are located in the shed, resulting in minimal to no visibility from the road.
PO 8 Outbuildings and ancillary storage Outbuildings and other ancillary storage structures shall not compromise the amenity of the	AO 8.1 The size of outbuildings is restricted to structures a maximum of 4.2 m in height.	AO 8.1 Complies The proposed development does not include the introduction of outbuildings on the site.

PERFORMANCE OUTCOMES	ACCEPTABLE OUTCOMES	RESPONSE
Principal centre zone.	<p>AO 8.2 A maximum of one shipping container used for storage that is incidental to the primary land use, is permitted at the premises.</p> <p>AO 8.3 The use of a shipping container for storage that is incidental to the primary land use is permitted only in circumstances where the shipping container:</p> <ul style="list-style-type: none"> (a) is located behind the principal building and is screened from any road frontage and/or adjoining property through the use of landscaping, fencing or other suitable screening structures (ie. lattice); (b) includes a stormwater discharge system in accordance with the <i>Building Code of Australia</i> and Council requirements to prevent rainwater ponding on the roof or nuisance to adjoining properties; (c) does not exceed 3 m in height and a total length of 12 m; (d) is uniform in colour and compliments the principal building to which it is ancillary; (e) is in good repair with no visual rust marks; (f) is not used as fencing or screening; (g) is not used as an advertising device; (h) is not used for human habitation; (i) does not contain any sanitary facilities; and (j) is not located within 250 m of a heritage or character building. <p>Note: 'Outbuildings' include any form of shipping container, railway carriage, pre-fabricated building or the like, that is used for storage that is ancillary to the</p>	<p>AO 8.2 Conditioned to Comply Any shipping containers on the premises will be contained within the proposed building and therefore will not compromise the amenity of the zone.</p>

PERFORMANCE OUTCOMES	ACCEPTABLE OUTCOMES	RESPONSE
	primary land use.	
<p>PO 9 Existing character</p> <p>The design of development recognises and responds to the surrounding commercial character of the centre. Buildings within the town centre with notable character and history are preserved in order to maintain a valued historical lineage as the town continues to grow.</p> <p>Note: The existing character of the street will be enhanced through the provision of buildings that complement existing buildings, and that incorporate awnings providing shade and comfort to pedestrians.</p>	<p>AO 9.1</p> <p>The development reflects the predominant elements of the surrounding urban area, including the positioning of buildings on their site, and the general form and materials of the surrounding buildings.</p> <p>Note: Where it is proposed that the development will substantially deviate from the predominant surrounding urban fabric, sufficient justification shall be given to explain the deviation. The Heritage and character policy gives guidelines for integrating new development into the existing streetscape and surroundings.</p>	<p>AO 9.1 Complies</p> <p>The proposed development does not affect the existing character of the surrounding urban area. With the new structure replacing the original buildings located onsite, the use of the premises will remain the same.</p>
<p>PO 10 Pedestrian Comfort</p> <p>Development is to provide for the comfort and varying physical abilities of all people visiting, working or residing in the Principal centre Zone.</p> <p>Note: The existing character of the street will be enhanced through the provision of buildings that complement existing buildings, and that incorporate awnings providing shade and comfort to pedestrians.</p>	<p>AO 10.1</p> <p>All commercial buildings are to have an awning:</p> <ul style="list-style-type: none"> (a) spanning the width of the frontage of the building; (b) spanning the depth of the footpath at the frontage of the building; and (c) of a height no less than awnings of adjacent buildings, or if there are no adjoining buildings, not lower than the mean height of other commercial awnings in the zone. <p>AO 10.2</p> <p>Commercial buildings have provision for parking bicycles adjacent to the street.</p> <p>AO 10.3</p> <p>All buildings must provide disabled access from the principal street frontage without interfering with existing footpath levels.</p> <p>AO 10.4</p> <p>Footpaths are provided for the length of the property frontage to extend the footpath to the standard of the better of the footpaths fronting the adjoining properties.</p> <p>Note: Commercial buildings provide space for business, centre, community, or entertainment activities.</p>	<p>AO 10.1 Alternative Solution</p> <p>The proposal is not for a commercial building. The established form of development in proximity to the site does not include pedestrian awnings.</p> <p>The proposal will include disabled access in accordance with the requirements of the National Construction Code.</p> <p>A new footpath will be conditioned to be provided on the Bowen Street frontage to reflect existing footpaths west of the site.</p>

PERFORMANCE OUTCOMES	ACCEPTABLE OUTCOMES	RESPONSE
PO 11 Active frontage Principal centre streets rely on pedestrian traffic for their continued vibrancy. Businesses in the zone depend on this vibrancy for their custom, and development encourages this vibrancy. Active frontages provide interest and assist in the maintenance and development of the town's centre as a social space.	AO 11.1 Each lot has direct pedestrian access to the primary frontage, and AO 11.2 For secondary frontages, if direct pedestrian access is not provided, windows are provided along the frontage to allow customers to view the accommodated businesses and their products from the street.	AO 11.1 Complies The proposed development does not affect the existing direct pedestrian access from the primary frontage. AO 8.1 Complies The proposed development includes an opening on the Western side of the structure which allows customers to view the business.
PO 12 Streetscape Buildings and structures within the principal centre streets contribute to the development of a visually vibrant town centre that incorporates a range of architectural styles that cumulatively reflect the town's long and proud history.		Complies The proposed development aims to upgrade and expand the existing Tyre business located onsite. The design of the proposed structure will contribute to a vibrant town centre.
PO 13 Cultural heritage The physical integrity and significance of cultural heritage discovered during development is retained. Note: Cultural heritage refers to indigenous and non- indigenous cultural heritage.	AO 13.1 Protection of cultural heritage is achieved by demonstrated agreement with the appropriate aboriginal or cultural heritage body responsible for the care of that heritage.	Not Applicable The site is not identified as heritage listed. No cultural heritage items have been notified as being found onsite. The landowner has an ongoing duty of care under the Aboriginal Cultural Heritage Act 2003 to protect any identified cultural heritage matters.
Landscaping and Fencing		
Landscaping – refer to the Operational works landscaping code		
PO 14 Landscaping Street trees and landscaping at the site shall: <ol style="list-style-type: none"> contribute positively to the built form and the street; be visually pleasing and create an attractive environment; be located to take account of the direction of the breezes and sun; be located to give privacy and buffering from or for any incompatible uses, be located to avoid interference with electricity lines and other infrastructure; and maintain sightlines at intersections for traffic. 	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 <i>Transport and the Department of Main Roads Road Landscape Manual</i> .	Alternative Solution The proposed development will not alter existing loading and unloading hours.
PO 15 Fencing	AO 15.1	AO 15.1 Alternative

PERFORMANCE OUTCOMES	ACCEPTABLE OUTCOMES	RESPONSE
Where adjoining <i>Accommodation activities</i> , fencing provides separation for privacy.	Sites for <i>Business, Community and Entertainment activities</i> that adjoin land that is proposed to be used or is already used, for <i>Accommodation activities</i> is to be fenced along the common boundaries; and AO 15.2 The constructed fence is to consist of a 1.8 m high solid structure.	Solution Existing site fencing adjacent to the existing motel is considered adequate for the separation of uses.
Avoiding nuisance		
PO 16 Operating Hours Development is operated in a manner that ensures the local amenity is protected.	AO 16.1 Where adjoining sensitive land uses, operating hours are between the hours of 7.00 am and 8.00 pm. Note: Sensitive land uses are defined in the State Planning Policy.	Complies The proposed development will not impact existing operating hours of 7am-5:30pm M-F and 8am-12pm Saturday.
PO 17 Delivery of Goods The loading and unloading of goods occur at the appropriate times to protect the amenity of the area and surrounding areas.	AO 17.1 Where adjoining sensitive land uses, loading and unloading of goods occur: <ul style="list-style-type: none"> 7:00 am to 6:00 pm Monday to Friday, 8:00 am to 5:00 pm Saturday. AO 17.2 No loading or unloading occurs on Sundays or Public Holidays. Note: Sensitive land uses are defined in the State Planning Policy.	AO 17.1 Complies The proposed development will not impact existing loading and unloading hours. AO 17.2 Conditioned to Comply Conditions will be applied to ensure no loading or unloading occurs on Sundays or Public Holidays.
PO 18 Noise emissions Noise emissions from premises do not cause a nuisance to adjoining properties or sensitive land uses.	Note: Sensitive land uses are defined in the State Planning Policy.	Conditioned to Comply Conditions will be applied to ensure noise emission during the construction period and during operating hours do not cause a nuisance to adjoining properties.
PO 19 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.	AO 19.1 All lighting does not exceed 8.0 lux at 1.5 m beyond any site boundary adjoining sensitive land uses. AO 19.2 Lighting is provided below footpath awnings to illuminate the footpath between sunset and midnight Note: Sensitive land uses are defined in the State Planning Policy.	AO 19.1 Conditioned to Comply Conditions will be applied to ensure lighting does not exceed 8.0 lux at 1.5m beyond the eastern side boundary that hosts an adjoining sensitive use. AO 19.2 Not Applicable No awnings are proposed.

PERFORMANCE OUTCOMES	ACCEPTABLE OUTCOMES	RESPONSE
PO 20 Refuse storage Refuse storage areas are: <ul style="list-style-type: none"> (a) located in convenient and unobtrusive positions; (b) screened from the street and adjoining uses; and (c) capable of being serviced by a waste collector if required to be emptied on site. 	AO 20.1 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%. AO 20.2 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.	AO 20.1 Conditioned to Comply Conditions will be applied to ensure the refuse storage area is located behind the front of the building line and is screened from view of the street and adjoining lots. AO 20.2 Conditioned to Comply Conditions will be applied to ensure service vehicle access and manoeuvring areas are to be provided on-site in accordance with the CMD Guidelines.
ENGINEERING		
<i>Earthworks – refer to the Operational works excavation or filling code</i>		
<i>Infrastructure – refer to the Operational works infrastructure code</i>		
Erosion Control		
PO 21 Construction activities Both erosion control and silt collection measures are undertaken to ensure the protection of environmental values during construction.	AO 21.1 During construction, soil erosion and sediment are managed in accordance with the <i>Capricorn Municipal Development Guidelines</i> .	Conditioned to Comply Conditions will be applied to ensure that during construction, soil erosion and sediment are managed in accordance with the CMD Guidelines.
Provision of services		
PO 22 Electricity supply Premises are provided with a supply of electricity adequate for the activity.	AO 22.1 Premises are connected to the reticulated electricity infrastructure. The connection is to be approved by the relevant energy regulatory authority; and/or AO 22.2 Renewable energy systems contribute to the supply and use of electricity to and from the grid.	AO 22.1 Complies The proposed development site is a pre-established lot connected to the reticulated electricity supply. AO 22.2 Conditioned to Comply Conditions will be applied to ensure that where possible renewable energy systems are incorporated into the new structure, to allow for a contribution to the supply and use of electricity.
PO 23 Gas supply Where a reticulated gas supply is available: <ul style="list-style-type: none"> (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 23.1 Where available, premises are connected to Council's reticulated gas system.	Not Applicable The proposed development site is a pre-established lot not connected to council's reticulated gas system.

PERFORMANCE OUTCOMES	ACCEPTABLE OUTCOMES	RESPONSE
PO 24 Water supply To ensure the provision of a potable and fire- fighting water supply: <ul style="list-style-type: none"> (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 24.1 Premises are connected to Council's reticulated water system. AO 24.2 Construction over Council water infrastructure requires approval from the relevant Council department prior to the commencement of works at the site. AO 24.3 Where possible, a clear level area of a minimum of 2.5 m radius surrounding existing manholes is provided for maintenance purposes.	AO 24.1 Complies The proposed development site is a pre-established lot connected to the reticulated water supply. AO 24.2 Complies The proposed development plans indicate that no part of the structure will be constructed over council's water infrastructure. AO 24.3 Complies The proposed development plans indicate all structures will clear the 2.5m radius surrounding existing manholes.
PO 25 Effluent disposal To ensure that public health and environmental values are preserved: <ul style="list-style-type: none"> (a) all premises provide for the effective treatment and disposal of effluent and other wastewater; and (b) access to reticulated infrastructure is to be maintained for maintenance and replacement purposes. 	AO 25.1 Premises are connected to Council's reticulated sewerage system. AO 25.2 Construction over Council sewerage infrastructure requires approval from the relevant Council department prior to the commencement of works at the site. AO 25.3 Where possible, a clear level area of a minimum of 2.5 m radius surrounding existing manholes is provided for maintenance purposes.	AO 25.1 Complies The proposed development site is a pre-established lot connected to the reticulated sewerage system. AO 25.2 Complies The proposed development plans indicate that no part of the structure will be constructed over council's sewerage infrastructure. AO 25.3 Complies The proposed development plans indicate all structures will clear the 2.5m radius surrounding existing manholes.
Stormwater and drainage		
PO 26 Stormwater and inter-allotment drainage Stormwater is collected and discharged to: <ul style="list-style-type: none"> (a) protect the stability of buildings and the use of adjacent land; (b) prevent water-logging of nearby land; (c) protect and maintain environmental values; and (d) maintain access to reticulated infrastructure for maintenance and replacement purposes. 	AO 26.1 Stormwater and inter-allotment drainage is collected and discharged in accordance with the <i>Capricorn Municipal Development Guidelines</i> , and AO 26.2 Construction over Council stormwater infrastructure requires approval from the relevant Council department prior to the commencement of works at the site. AO 26.3 Where possible, a clear level	AO 26.1 Conditioned to Comply Conditions will be applied to ensure stormwater and inter-allotment drainage is collected and discharged in accordance with the CMD Guidelines. AO 26.2 Complies The proposed development plans indicate that no part of the structure will be constructed over council's stormwater infrastructure. AO 26.3 Complies

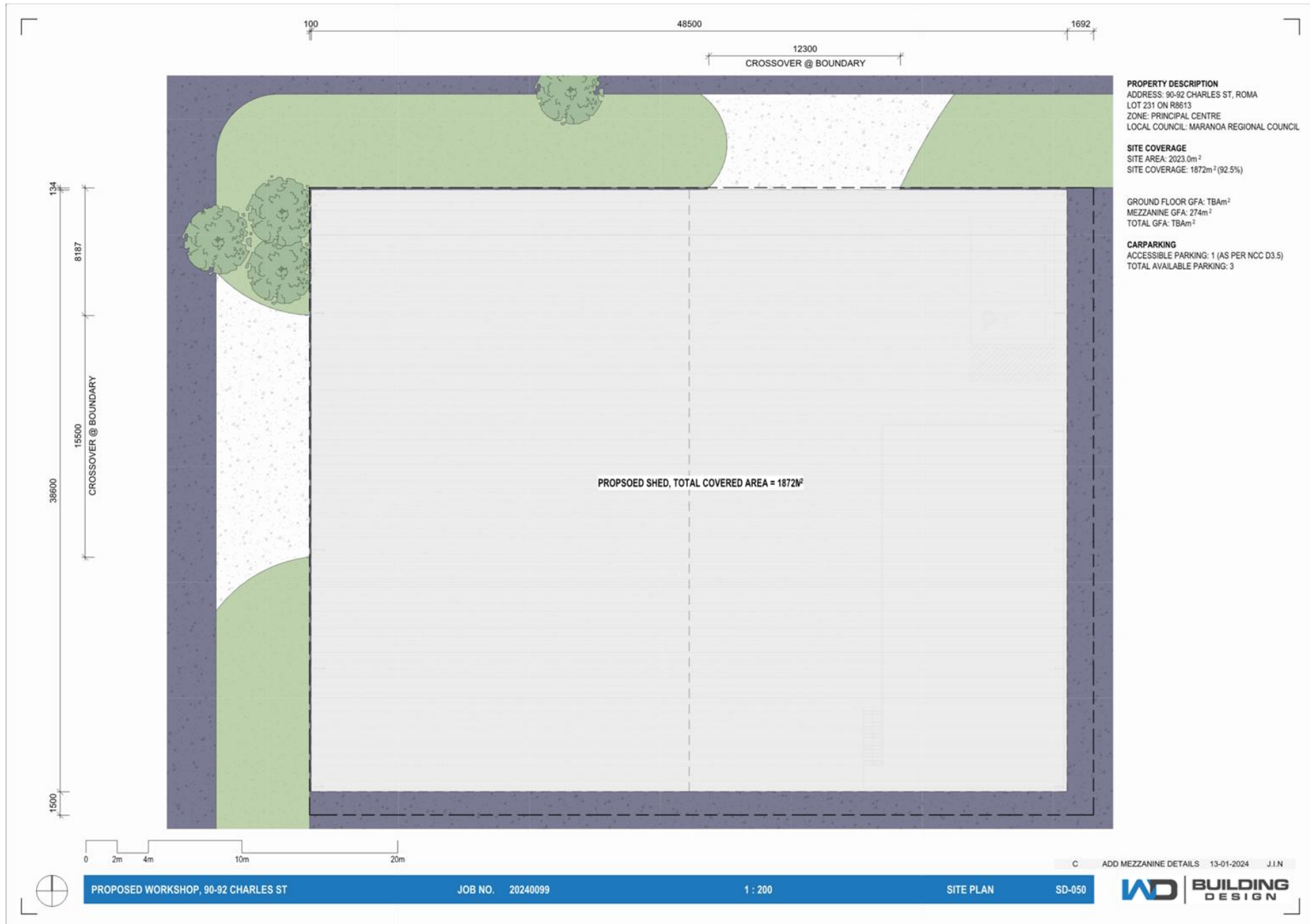
PERFORMANCE OUTCOMES	ACCEPTABLE OUTCOMES	RESPONSE
	area of a minimum of 2.5 m radius surrounding existing manholes is provided for maintenance purposes.	The proposed development plans indicate all structures will clear the 2.5m radius surrounding existing manholes.
Roads and rail		
Infrastructure – refer to the Infrastructure overlay code		
for development in the proximity of, or potentially affecting State infrastructure.		
PO 27 Protection of State controlled roads Development adjacent to State controlled roads is located to ensure safe and efficient use of the highway, and maintain and enhance the integrity of the highway as a link between centres.	AO 27.1 Lots with primary access to a State controlled road have a single access only. Vehicles must always enter and exit the site in a forward direction. AO 27.2 Where access is available to a road other than a State controlled road from the lot, access shall be from the local road.	AO 27.1 Complies The proposed development will have no impact on the existing access from the State-Controlled Road. Further conditions will be applied to ensure all vehicles will enter and exit the site in a forward direction. AO 27.2 Complies The proposed development site is an established lot with two access points, with the traffic entering primarily from Charles Street.
PO 28 Roads An all-weather road is provided between the premises and the existing road network.	AO 28.1 Roads are designed and constructed in accordance with the <i>Capricorn Municipal Development Guidelines</i> . AO 28.2 Premises have an approved access to the existing road network.	AO 28.1 Not Applicable The proposed development does not include the introduction of a new road. AO 28.2 Complies The proposed development site is an established lot with access to the existing road network.
Access, parking and manoeuvring		
PO 29 Vehicle access Vehicle access to a road is provided to a standard appropriate for the Principal centre zone.	AO 29.1 Access roads are to be sealed and connect to the existing road network via a crossover designed and constructed in accordance with <i>Capricorn Municipal Development Guidelines</i> . AO 29.2 Kerb and channelling 5 m on either side of new crossovers are to be renewed. AO 29.3 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	AO 29.1 Complies The proposed development site is an established lot with access to the existing road network that is constructed in accordance with the CMD Guidelines. Further conditions will be applied to ensure the existing crossover is maintained. AO 29. Complies The proposed development does not include the introduction of a new crossover to this site. Further conditions will be applied to ensure kerb and channelling surrounding the existing crossover is maintained during and after construction.

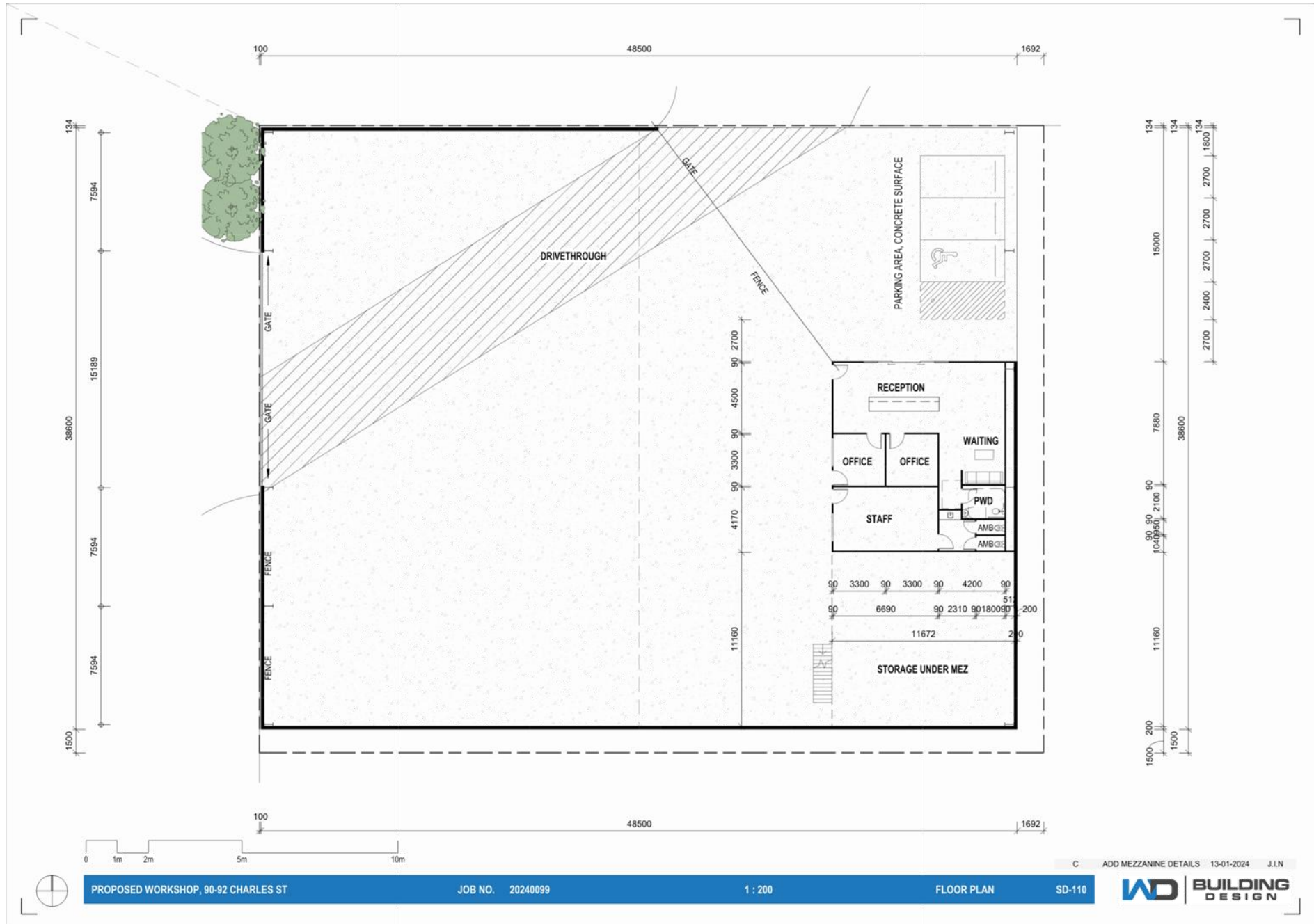
PERFORMANCE OUTCOMES	ACCEPTABLE OUTCOMES	RESPONSE
	events but exclude continued functioning during natural hazard events such as fire and flood.	AO 29. Complies The proposed development is an existing lot with access designed and constructed in accordance with the CMD Guidelines.
PO 30 Parking and manoeuvring Vehicle parking and service vehicle provision is adequate for the activity and ensures both safety and functionality for motorists and pedestrians. Note: Council will consider the provision of off-site car parking in lieu of Schedule 9 Parking Standards requirements.	AO 30.1 Where the existing floor area is redeveloped for an alternate use listed as accepted development subject to requirements or code assessable in the Principal centre, there are nil car parking number requirements for that existing portion of floor area. AO 30.2 All uses provide vehicle parking in accordance with Schedule 7, Parking Standards. AO 30.3 All uses provide for vehicle manoeuvring in accordance with Australian Standard AS 2890. AO 30.4 All car parking, access and manoeuvring areas are to be sealed with an impervious surface. AO 30.5 All vehicles drive forward when entering and exiting the site.	AO30.1 & AO30.2 Complies The proposal includes redevelopment of the existing floor area as well as establishment of additional areas. The proposed car parking provision is considered adequate for the activity. AO 30.3 Conditioned to Comply Conditions will be applied to ensure that all vehicle manoeuvring in accordance with Australian Standard AS 2890. AO 30.4 Complies Proposed site plans show all car parking, access and manoeuvring areas are to be sealed with an impervious surface. AO 30.5 Conditioned to Comply Conditions will be applied to ensure all vehicles enter and exit in a forward motion from the site
ENVIRONMENTAL		
PO 31 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.	Conditioned to Comply Conditions will be applied to ensure air emissions do not cause harm or nuisance to adjoining properties.
PO 32 Energy use Non-renewable energy use is minimised through efficient design and the adoption of alternative energy sources.	AO 32.1 Passive solar design principles are adopted in buildings in order to maximise energy efficiency. AO 32.2 Building design and orientation provide opportunities for the incorporation of alternative energy technologies.	AO 32.1 Complies Proposed site plans indicate the structure will sit north facing onsite with openings predominantly on the eastern and western sides of the building to utilize the natural sun path. AO 32.2 Complies Proposed development plans show that the orientation of the building onsite and roof design is optimal to incorporate alternative

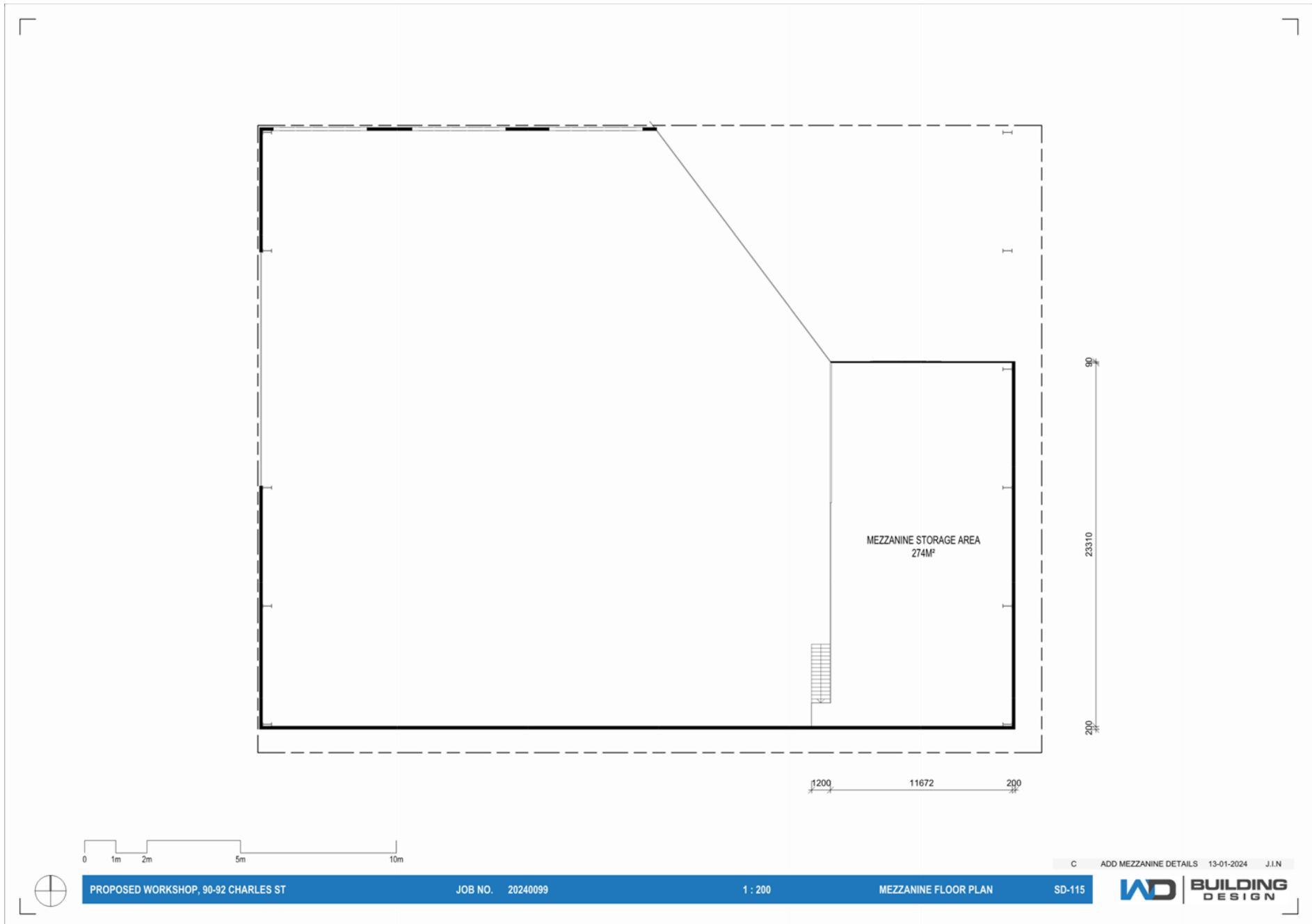
PERFORMANCE OUTCOMES	ACCEPTABLE OUTCOMES	RESPONSE
		energy technologies.
PO 33 Water quality The standard of effluent and/or stormwater runoff from premises ensures the quality of surface water is suitable for: <ul style="list-style-type: none"> (a) the biological integrity of aquatic ecosystems; (b) recreational use; (c) supply as drinking water after minimal treatment; (d) agricultural use or industrial use; and (e) minimises nuisance or harm to adjoining landowners. 		Conditioned to Comply Conditions will be applied to ensure stormwater runoff from the premises does not cause nuisance or harm to the adjoining lots.
SAFETY AND RESILIENCE TO HAZARDS		
INDUSTRY ACTIVITIES - additional requirements Note: Industry activities (service industry) are code assessable or accepted development subject to requirements in the Principal centre zone.		

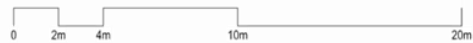
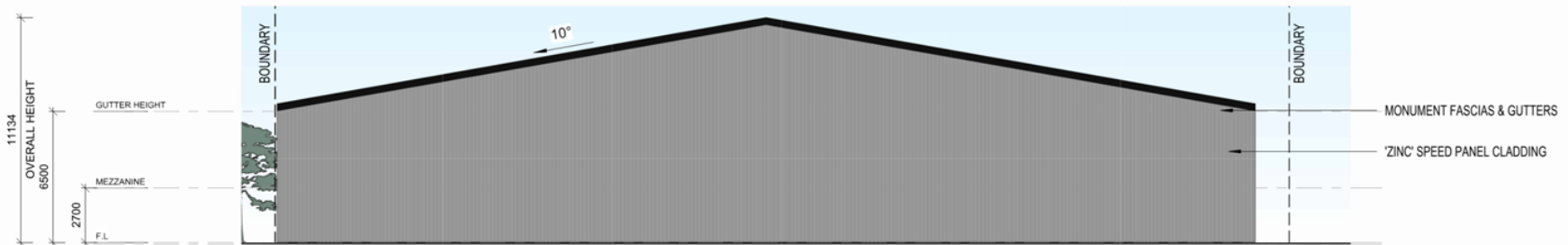
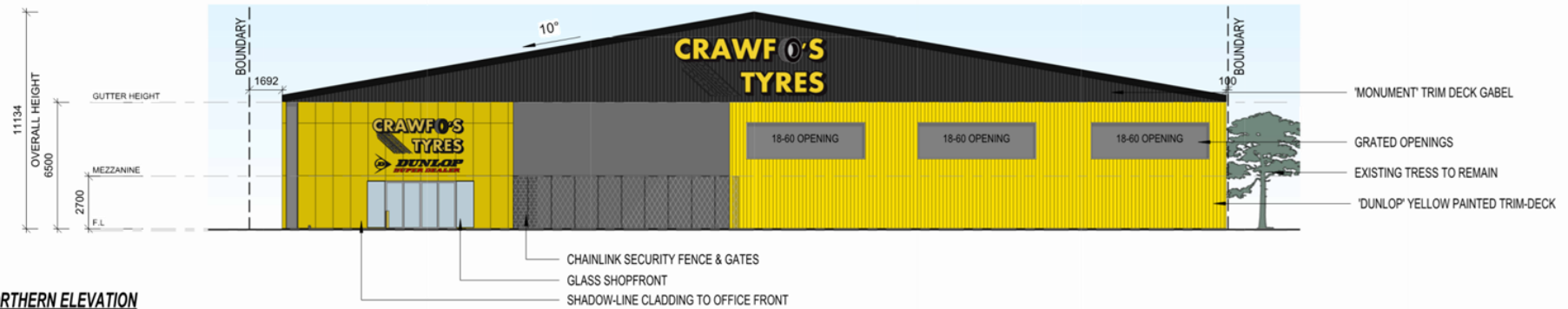
Assessment Summary

The proposed development is generally consistent with the Principal Centre Zone Code of the Maranoa Planning Scheme 2017. Any non-compliance with the planning scheme can be appropriately addressed by the way of conditions of development approval. It is recommended that the development application for a Material Change of Use "Low Impact Industry" be approved subject to reasonable and relevant conditions.









C ADD MEZZANINE DETAILS 13-01-2024 J.I.N

PROPOSED WORKSHOP, 90-92 CHARLES ST

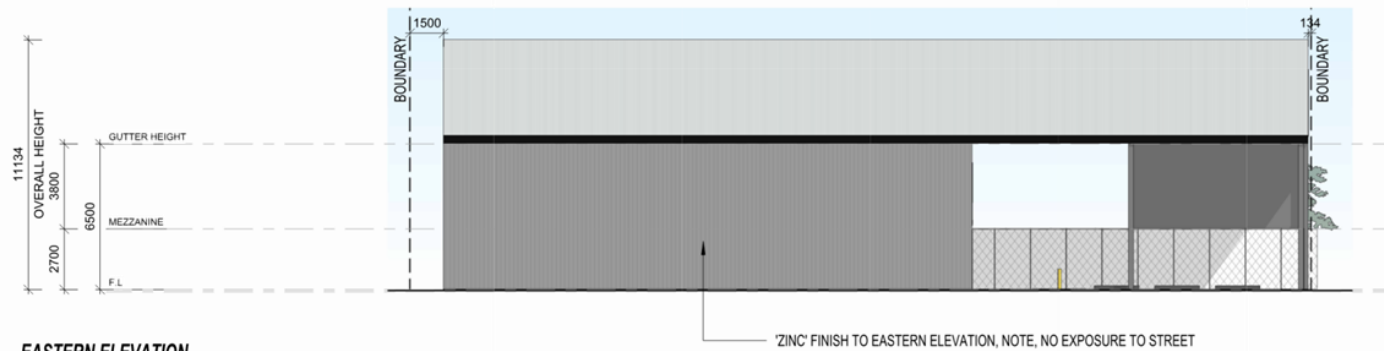
JOB NO. 20240099

1:200

ELEVATIONS

SD-200

WD BUILDING DESIGN

**EASTERN ELEVATION**

SCALE 1 : 200

**WESTERN ELEVATION**

SCALE 1 : 200



C ADD MEZZANINE DETAILS 13-01-2024 J.I.N

PROPOSED WORKSHOP, 90-92 CHARLES ST

JOB NO. 20240099

1 : 200

ELEVATIONS

SD-201

WD BUILDING DESIGN

3D View 13D View 2

PROPOSED WORKSHOP, 90-92 CHARLES ST

JOB NO. 20240099

3D VIEWS

SD-900

C ADD MEZZANINE DETAILS 13-01-2024 J.I.N

WD | **BUILDING
DESIGN**

PLANNING & BUILDING DEVELOPMENT REPORT**Meeting:** Ordinary 24 July 2025**Date:** 15 July 2025**Item Number:** 14.8**File Number:** D25/70539**SUBJECT HEADING:** 2015/19400 - Change Application (Minor) -
Material Change of Use - Intensive Animal
Industry**Classification:** Open Access**Officer's Title:** (Acting) - Senior Town Planner**Executive Summary:**

McIntyre Agriculture Pty Ltd & McIntyre Land Pty Ltd have submitted a Minor Change Application to the existing approval for a Material Change of Use to establish an "Intensive Animal Industry" (4,000 Standard Cattle Units) and Environmentally Relevant Activity 2(1)(b) – Intensive Animal Feeding located at 1115 Binya Lane, Mount Abundance, described as Lots 17 & 19 on WV841 (the subject premises).

Officer's Recommendation:

That Council issue a Change Decision notice in relation to the existing Development Approval (Ref: 2015/19400) for a Material Change of Use "Intensive Animal Industry" (4,000 Standard Cattle Units) and Environmentally Relevant Activity 2(1)(b) – Intensive Animal Feeding located at 1115 Binya Lane, Mount Abundance, described as Lots 17 & 19 on WV841, reflecting the changes detailed below.

(a) Condition 4 be amended from:

4. Complete and maintain the approved development - Material Change of Use "Intensive Animal Industry" and Environmentally Relevant Activity 2(1)(b) – Intensive Animal Feeding generally in accordance with the following approved plans and documents, subject to and modified by any conditions of this approval:

Plan/Document number	Plan/Document name	Date
8372 Masterplan – Fig 1 Locality	4000 SCU Dunan Feedlot Licence Application - Locality Plan Prepared by FSA Consulting	23/09/15
8372 Masterplan – Fig 2 DCDB	4000 SCU Dunan Feedlot Licence Application - Cadastral Plan Prepared by FSA Consulting	23/09/15
8372 Masterplan – Fig 3 TOPO	4000 SCU Dunan Feedlot Licence Application - Topographic Plan Prepared by FSA Consulting	23/09/15

8372 Masterplan – Fig 4 Aerial	4000 SCU Dunan Feedlot Licence Application - Aerial Plan Prepared by FSA Consulting	23/09/15
8372 Masterplan – Fig 5 Layout	4000 SCU Dunan Feedlot Licence Application - Proposed Feedlot Layout Plan Prepared by FSA Consulting	23/09/15
8372 Masterplan – Fig 6 Receptors	4000 SCU Dunan Feedlot Licence Application - Sensitive Receptors Plan Prepared by FSA Consulting	23/09/15
8372 Masterplan – Fig 7 SO & Flood	4000 SCU Dunan Feedlot Licence Application - Stream Order and Flood Plan Prepared by FSA Consulting	23/09/15
8372 Masterplan – Fig 8 Bores	4000 SCU Dunan Feedlot Licence Application - Groundwater Bore Plan Prepared by FSA Consulting	23/09/15
8372 Masterplan – Fig 13 Oil & Gas	4000 SCU Dunan Feedlot Licence Application - Oil and Gas Pipeline Plan Prepared by FSA Consulting	23/09/15
8372 Masterplan – Fig 14 Catchment	4000 SCU Dunan Feedlot Licence Application - Stormwater Catchment Plan Prepared by FSA Consulting	23/09/15
CMDG-R-040 Rev D	Rural Road Access and Property Access Over Table Drains	09/14
Capricorn Municipal Development Guidelines		
D5	CMDG – Stormwater Drainage	02/15
D6	CMDG - Site Regrading	03/12
D7	CMDG – Erosion Control and Stormwater Management	03/12

To:

- Complete and maintain the approved development - Material Change of Use “Intensive Animal Industry” and Environmentally Relevant Activity 2(1)(b) – Intensive Animal Feeding generally in accordance with the following approved plans and documents, subject to and modified by any conditions of this approval:

Plan/Document number	Plan/Document name	Date
8372 Masterplan – Fig 1 Locality	4000 SCU Dunan Feedlot Licence Application - Locality Plan Prepared by FSA Consulting	23/09/15
8372 Masterplan – Fig 2 DCDB	4000 SCU Dunan Feedlot Licence Application - Cadastral Plan Prepared by FSA Consulting	23/09/15
8372 Masterplan – Fig 3 TOPO	4000 SCU Dunan Feedlot Licence Application - Topographic Plan Prepared by FSA Consulting	23/09/15

Maranoa Regional Council

Ordinary Meeting - 24 July 2025

8372 Masterplan – Fig 4 Aerial	4000 SCU Dunan Feedlot Licence Application - Aerial Plan Prepared by FSA Consulting	23/09/15
8372 Masterplan – Fig 5 Layout	4000 SCU Dunan Feedlot Licence Application - Proposed Feedlot Layout Plan Prepared by FSA Consulting	23/09/15
8372 Masterplan – Fig 6 Receptors	4000 SCU Dunan Feedlot Licence Application - Sensitive Receptors Plan Prepared by FSA Consulting	23/09/15
8372 Masterplan – Fig 7 SO & Flood	4000 SCU Dunan Feedlot Licence Application - Stream Order and Flood Plan Prepared by FSA Consulting	23/09/15
8372 Masterplan – Fig 8 Bores	4000 SCU Dunan Feedlot Licence Application - Groundwater Bore Plan Prepared by FSA Consulting	23/09/15
8372 Masterplan – Fig 13 Oil & Gas	4000 SCU Dunan Feedlot Licence Application - Oil and Gas Pipeline Plan Prepared by FSA Consulting	23/09/15
8372 Masterplan – Fig 14 Catchment	4000 SCU Dunan Feedlot Licence Application - Stormwater Catchment Plan Prepared by FSA Consulting	23/09/15
CMDG-R-040 Rev D	Rural Road Access and Property Access Over Table Drains	09/14
252046 Roma Feedlot – TIA.docx	Roma Feedlot and Spelling Yards Traffic Impact Assessment - Road Impact Report	20/11/24
242091	Northern Growers Pty Ltd - Access For Type 2 Road Trains - Road Condition Assessment Report	26/12/23
Capricorn Municipal Development Guidelines		
D5	CMDG – Stormwater Drainage	02/15
D6	CMDG – Site Regrading	03/12
D7	CMDG – Erosion Control and Stormwater Management	03/12

(b) A new condition 31 is added that reads:

31. **The haul route for Type 2 Road Trains is Massey Lane from the intersection with the Warrego Hwy to Mt Abundance Road (11.36km), then Mt Abundance Road from the intersection with Massey Lane to Binya Lane (6.28km), then Binya Lane from the intersection with Mt Abundance Road to the approved site access (10.11km).**

(c) A new condition 32 is added that reads:

32. **Prior to the commencement of Type 2 Road Train access to the site, curve widening must be undertaken at the Massey Lane/Mt Abundance Road intersection so that Type 2 Road Trains can**

turn and remain on the sealed surface, in accordance with the recommendations of the approved Road Condition Assessment Report, prepared by Brandon & Associates, dated 26 December 2023 (Ref: 242091).

(d) A new condition 33 is added that reads:

33. The proposed Type 2 Road Train haul route, detailed in Condition 31, is not currently an approved Type 2 Road Train Route. An approval for the route to be used by multi-combination vehicles must be obtained from the National Heavy Vehicle Regulator prior to allowing access for Type 2 Road Trains along the above road section. Please refer to the following link for more information:

<https://www.nhvr.gov.au/road-access/access-management/applications-and-forms>

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

Context:

The original development application was decided by Council at a General Meeting. A determination to change the approval is therefore presented to Council for decision.

Background:

Development Application

On 24 February 2016, Council issued a decision notice approving a Material Change of Use for an “Intensive Animal Industry” on the subject site.

On 9 October 2017, Council issued correspondence confirming all works required as part of Stage 1 of the development had been completed.

On 6 December 2019, Council issued further correspondence confirming all road works required as part of Stage 2 of the development had been completed.

The applicant was reminded of their ongoing obligation to comply with the conditions of the approval.

Road Train Permit

On 18 October 2018, Council issued correspondence to the applicant advising that Type 2 Road Trains were not permitted to access the site without appropriate permits in place.

In November 2019, a permit was issued to a private business for Type 2 Road Trains to access the Roma Feedlot and Spelling Yards (subject site), for a three year period. This permit has lapsed.

On 6 October 2023, Council refused a request for Type 2 Road Train access to the property as a result of safety concerns on the road network.

Proposal

The new landowner has provided additional reports, prepared by a Registered Professional Engineer of Queensland (RPEQ) to support the revised application for Type 2 Road Train access to the site.

Options Considered:

N/A

Recommendation:

The proposed changes to the conditions have been recommended to ensure compliance with the assessment benchmarks to the greatest extent possible. Any residual inconsistency with the assessment benchmarks needs to be considered in light of various relevant matters including:

- the proposed change is not considered to be substantially different development;
- conditions of the Development Permit and Road Permit will protect the safety of the local road network.

Risks:

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

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.

Risks associated with the Road Permit application must be considered separately by Council.

As with any planning decision reached by Council, there is a risk that the applicant or a submitter 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:

Pursuant to Section 81 of the Planning Act 2016 (the Act), in assessing a change application, Council must consider;

- the information the applicant included with the application; and
- all matters the responsible entity would or may assess against or have regard to, if the change application were a development application; and
- another matter that the responsible entity considers relevant.

Council must also consider any statutory instrument, or other document, as in effect when the development application for the original development approval was properly made.

The development is also required to be assessed against the definition of a minor change in Schedule 2 of the Planning Act 2016 and the definition of substantially different development in Schedule 1 of the Development Assessment Rules.

A full assessment of the proposal against the relevant assessment benchmarks is included as an attachment to this report.

Budget / Funding:

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

Timelines / Deadlines:

The Minor Change application was properly made on 4 June 2025. Council has extended the decision making period, by agreement, to 10 July 2025 to allow a decision to be made at the Ordinary Meeting.

Consultation:

Internal

Consultation about this application has occurred with:

- Deputy Director / Strategic Road Management, Strategic Road Management and Contract Management Office
- Senior Engineer - Program and Contract Management (RPEQ) (former)
- Director, Regional Development, Environment and Planning

Acronyms:

Acronym	Description
N/A	

Link to Corporate Plan:

Corporate Plan 2023-2028

Strategic Priority 4: Growing our region

4.7 Plan and manage the growth of our towns

Supporting Documentation:

Nil.

Report authorised by:

Manager - Regional Planning & Building Development

Chief Executive Officer