

## **MINUTES OF THE ORDINARY MEETING OF MARANOA REGIONAL COUNCIL HELD AT ROMA ADMINISTRATION CENTRE ON 29 JANUARY 2026 SCHEDULED TO COMMENCE AT 9:00 AM**

### **ATTENDANCE**

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

### **AS REQUIRED**

Deputy CEO - Strategic Roads, Airports & Major Projects – Cameron Hoffmann, Director Corporate Services – Brett Exelby, Director Engineering – Seamus Batstone, Director Regional Development, Environment and Planning – Jamie Gorry, Manager - Tourism & Community Development – Tony Klein, Manager - Facility & Property Services, Coordinator Building & Planning – Danielle Pearn, Regional Sports and Recreation Officer – Dee Schafer, Coordinator - Rates and Utilities Billing Services – Debbie Gelhaar, Planning Officer – Logan Connell, Governance Officer – Grace Pobar.

### **WELCOME**

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

### **CONFIRMATION OF MINUTES**

<b>Resolution No. OM/01.2026/01</b>	
<b>Moved Cr Davis</b>	<b>Seconded Cr Brumpton</b>
<b>That the minutes of the Ordinary Meeting held on 11 December 2025 be confirmed.</b>	
<b>CARRIED</b>	<b>9/0</b>

<b>Resolution No. OM/01.2026/02</b>	
<b>Moved Cr Brumpton</b>	<b>Seconded Cr O'Neil</b>
<b>That the minutes of the Special Meeting held on 19 January 2026 be confirmed.</b>	
<b>CARRIED</b>	<b>9/0</b>

### **BUSINESS**

#### **OFFICE OF THE CEO**

<b>Item Number:</b>	<b>10.1</b>	<b>File Number: D26/4781</b>
<b>SUBJECT HEADING:</b>	<b>MONTHLY REPORT   ACTIONS FROM COUNCIL MEETINGS - NOVEMBER &amp; DECEMBER 2025</b>	
<b>Officer's Title:</b>	<b>Coordinator - Executive &amp; Elected Member Support Services</b>	

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#### ***Executive Summary:***

*The purpose of this report is to provide Council with an update on the status of Council meeting actions for the months of November and December 2025.*

**Resolution No. OM/01.2026/03**

**Moved Cr Hancock**

**Seconded Cr Brumpton**

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

**CARRIED**

**9/0**

**Responsible Officer**

**Coordinator - Executive & Elected Member  
Support Services**

## **CORPORATE SERVICES**

**Item Number:**

**11.1**

**File Number: D25/92649**

**SUBJECT HEADING:**

**2025/26 QUARTER 2 PROGRESS REPORT |  
OPERATIONAL PLAN TO 31 DECEMBER 2025.**

**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 provided Council with an overview of progress of the Operational Plan for Quarter 2 of 2025/26 in support of Council's implementation of the current Corporate Plan.*

**Resolution No. OM/01.2026/04**

**Moved Cr Brumpton**

**Seconded Cr Vincent**

**That Council:**

- 1. Receive and note the 2025/26 Quarter 2 Operational Plan Report;**
- 2. Endorse the Quarter 2 Report as presented, in accordance with Section 104 (7) of the Local Government Act 2009.**

**CARRIED**

**9/0**

**Responsible Officer**

**Governance Officer**

**Item Number:**

**11.2**

**File Number: D25/126763**

**SUBJECT HEADING:**

**STATUTORY POLICY - ENTERTAINMENT AND  
HOSPITALITY**

**Officer's Title:**

**Governance Officer**

### ***Executive Summary:***

*This report presented the updated Entertainment and Hospitality Policy, developed to ensure that all entertainment and hospitality expenditures by Council are necessary, reasonable, transparent, and aligned with statutory requirements.*

*The policy provides clear guidance to officers and elected members regarding appropriate use of public funds for official functions, stakeholder engagement, and representational activities.*

**Resolution No. OM/01.2026/05**

**Moved Cr O'Neil**

**Seconded Cr Vincent**

**That Council:**

- 1. Repeal the existing Entertainment and Hospitality Policy (2022) - (P22/29).**
- 2. Adopt the updated Entertainment and Hospitality Policy.**

CARRIED

9/0

**Responsible Officer**

**Governance Officer**

**Item Number:**

**11.3**

**File Number: D25/126751**

**SUBJECT HEADING:**

**STATUTORY GUIDELINE - ACCEPTABLE REQUESTS FOR COUNCILLORS**

**Officer's Title:**

**Governance Officer**

***Executive Summary:***

*This report presented the updated Acceptable Requests for Councillors Guideline, developed to ensure councillors have a clear, transparent, and lawful framework for requesting information and advice from council employees.*

*The policy aims to strengthen governance, support compliance with the Local Government Act, and improve consistency in communication between councillors and staff.*

**Discussion:**

During discussions on the matter, Cr Hancock flagged her intention to lay the item on the table to confirm the process of councillor notification for close out of customer requests where Councillors had lodged a customer request on a customer's behalf. The procedural motion did not proceed to a vote, and following further discussion, Cr Hancock put forward the following motion for Council's consideration.

**Resolution No. OM/01.2026/06**

**Moved Cr Hancock**

**Seconded Cr Brumpton**

**That Council:**

- 1. Repeal the existing Acceptable Requests for Councillors (2022) - (D20/13628).**
- 2. Adopt the updated Acceptable Requests for Councillors Guideline with an addition on page 108 - Attachment (a) - Councillor to receive a closed out email with details of the outcome.**

CARRIED

9/0

**Responsible Officer**

**Governance Officer**

**Item Number:** 11.4 **File Number:** D25/126650  
**SUBJECT HEADING:** ANNUAL REVIEW OF DELEGATION OF COUNCIL POWERS TO THE POSITION OF CHIEF EXECUTIVE OFFICER  
**Officer's Title:** Governance Officer

**Executive Summary:**

*Pursuant to section 257(5) of the Local Government Act 2009, Council's Delegations to the Chief Executive Officer are required to be reviewed annually. It should be noted that in addition to this annual review, delegations are reviewed and updated according to changes in State and Federal Government Legislation as they occur throughout the year.*

*This report proposed to Council that it delegate all the Council powers under State and Commonwealth legislation listed in the Council's Register of Delegations to the position of Chief Executive Officer to include changes to the legislation that have occurred since the last annual review, to include minor clerical updates and to add the powers within the following additional pieces of legislation:*

- ☐ Aged Care Act 2024 – which replaces the Aged Care Act 1997;
- ☐ Local Government Electoral Act 2011;
- ☐ Nature Conservation (Protected Areas Management) Regulation 2024 – which replaces the Nature Conservation (Protected Areas Management) Regulation 2017;
- ☐ Property Law Act 2023;
- ☐ Public Records Act 2023 – which replaces the Public Records Act 2002;
- ☐ Queensland Productivity Commission Act 2025;
- ☐ Security of Critical Infrastructure Act 2018;
- ☐ Soil Conservation Act 1986.

*Councils' Register of Delegations will be made available outside of the agenda papers in electronic form.*

**Resolution No. OM/01.2026/07**

**Moved Cr Brumpton**

**Seconded Cr Hancock**

**That Council:**

- 1. Confirm the annual review of the delegations to the Chief Executive Officer pursuant to section 257(5) of the *Local Government Act 2009*.**
- 2. Delegate all powers by and under the provisions of the Acts and Regulations described in the document titled "Register of Delegations, Council to Chief Executive Officer" to the Chief Executive Officer of Council pursuant to section 257 of the *Local Government Act 2009*.**
- 3. Approve that the register be published on Council's external website.**

CARRIED

9/0

**Responsible Officer**

**Governance Officer**

<b>Item Number:</b>	<b>11.5</b>	<b>File Number: D25/126551</b>
<b>SUBJECT HEADING:</b>	<b>NATURE STRIP (FOOTPATH) / ROAD VERGE MOWING REBATE POLICY</b>	
<b>Officer's Title:</b>	<b>Coordinator - Rates and Utilities Billing Services</b>	

**Executive Summary:**

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

*Note, this report is the same content provided to Council on 11 March 2024 where the decision was to defer to a future council and then on 30 October 2024 where the decision was to lay the report on the table for a future briefing.*

<b>Moved Cr Birkett</b>	<b>Seconded Cr [Called but not received]</b>
<b>That Council:</b>	
<ol style="list-style-type: none"> <li>1. Endorse Councils Nature Strip (Footpath) / Road Verge Mowing Rebate Policy as presented.</li> <li>2. Implement the Water rebate program for residential properties in Roma, Mitchell, Surat, Wallumbilla, Yuleba, Jackson, Injune.</li> </ol>	
<b>MOTION LAPSED</b>	

<b>Resolution No. OM/01.2026/08</b>	
<b>Moved Cr Vincent</b>	<b>Seconded Cr Davis</b>
<b>That Council:</b>	
<ol style="list-style-type: none"> <li>1. Receive and note the report.</li> <li>2. Does not adopt the Council's Nature Strip (Footpath) / Road Verge Mowing Rebate Policy as presented.</li> </ol>	
<b>CARRIED</b>	<b>8/1</b>

<b>Responsible Officer</b>	<b>Coordinator - Rates and Utilities Billing Services</b>
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**Item Number:** 11.6 **File Number:** D26/2459

**SUBJECT HEADING:** MONTHLY FINANCIAL REPORT AS AT 30 NOVEMBER 2025

**Officer's Title:** Chief Financial Officer  
Director - Corporate Services  
Management Accountant  
Coordinator - Financial Planning & Performance

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***Executive Summary:***

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

**Resolution No. OM/01.2026/09**

**Moved Cr Brumpton**

**Seconded Cr Vincent**

**That Council note the Monthly Financial Report for the period ended 30 November 2025.**

**CARRIED**

**9/0**

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**Item Number:** 11.7 **File Number:** D26/5021

**SUBJECT HEADING:** MONTHLY FINANCIAL REPORT AS AT 31 DECEMBER 2025

**Officer's Title:** Chief Financial Officer  
Director - Corporate Services  
Management Accountant  
Coordinator - Financial Planning & Performance

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***Executive Summary:***

*The purpose of this report is to present the monthly financial report to Council in accordance with section 204 of the Local Government Regulation 2012 for the period ended 31 December 2025.*

**Resolution No. OM/01.2026/10**

**Moved Cr Brumpton**

**Seconded Cr O'Neil**

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

**CARRIED**

**9/0**

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**Item Number:** 11.8 **File Number:** D26/1315

**SUBJECT HEADING:** SOL DANCE STUDIO - RENEWAL OF USER AGREEMENT - HIBERNIAN HALL ROMA

**Officer's Title:** Property & Tenure Officer

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***Executive Summary:***

*Council received correspondence from Katie McHugh, Owner of Sol Dance Studio, requesting the renewal of the User Agreement for a further three (3) year term for use of the Hibernian Hall located at 38-44 Hawthorne Street, Roma, to conduct dance lessons.*

**Resolution No. OM/01.2026/11**

**Moved Cr O'Neil**

**Seconded Cr Vincent**

**That Council:**

- 1. Approve the request from Sol Dance Studio to enter into a User Agreement with Council for the use of the Hibernian Hall to conduct dance lessons for a three (3) year term.**
- 2. Confirm that booking fees will apply in accordance with Councils annual adopted fees and charges.**
- 3. Authorise the Chief Executive Officer (or delegate) to execute the User Agreement.**

**CARRIED**

**9/0**

**Responsible Officer**

**Property & Tenure Officer**

**Item Number:**
**11.9**
**File Number: D26/5447**
**SUBJECT HEADING:**
**SHORT TERM LEASE OF COUNCIL ASSET -  
RESIDENTIAL PROPERTY IN SURAT**
**Officer's Title:**
**Director - Corporate Services**
**Executive Summary:**

Council received a request from FGP Moreton Inc (a not-for-profit/community organisation and the approved provider for the Surat Early Childhood Education Centre (ECEC)) for short-term accommodation to enable the provider to attract and retain staff in Surat. The Surat & District Development Association (SDDA) has formally advised Council that a shortage of housing is preventing daycare staff from securing accommodation and is forcing frequent closures of the local daycare, directly impacting families and local businesses.

Council owns a dwelling at 112 William Street, Surat, which will be available following repainting in January. FGP Moreton has requested a short-term lease of a suitable Council property, with FGP Moreton as head tenant and its educator as sub-tenant.

Council has also recently received a request to allocate the same property to a Council employee currently in emergency housing.

Council has obtained legal advice confirming that the grant of a residential lease is a disposal of a "valuable non-current asset" for the purposes of Chapter 6, Part 3 of the Local Government Regulation 2012 (the Regulation) and therefore must be dealt with by tender/auction unless a section 236 exception is applied by Council resolution.

As the proposed head-tenant is a community organisation, officers recommend reliance on the exception in section 236(1)(b)(ii) (disposal to a community organisation), which is available where Council decides by resolution that the exception may apply prior to the disposal.

**Resolution No. OM/01.2026/12**
**Moved Cr Hancock**
**Seconded Cr O'Neil**

**That this report be withdrawn from the agenda due to the fact that Council has been notified by FGP Moreton Inc. that they no longer require the accommodation.**

**CARRIED**
**9/0**
**Responsible Officer**
**Director - Corporate Services**



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**ENGINEERING**

**Item Number:** 12.1 **File Number:** D25/109438

**SUBJECT HEADING:** ROMA REST AREA PROJECT | SHELTER & SEATING

**Officer's Title:** Project Officer - Capital Program Delivery

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**Executive Summary:**

*This report was prepared in response to Council Resolution OM/07.2024/41, which requested that Council be provided with the costing associated with a shelter that was not included in the original tender price for the Roma Rest Area Project.*

*The Roma Rest Area Project is largely complete and has delivered a new all-weather travellers' rest area on the eastern approach to Roma. During construction, a detailed inspection of the existing shelter identified that it was in poor condition and presented a safety risk, resulting in its removal. As a consequence, the rest area is currently operating at a reduced level of service, with reduced shaded seating available for users.*

*This report outlined details of the original request, background on the removal of the existing shelter, the proposed scope to reinstate shelter and seating at the site, and the estimated cost (and funding option) to deliver these works.*

**Resolution No. OM/01.2026/13**

**Moved Cr Davis**

**Seconded Cr Vincent**

**That Council approve the construction and installation of a new shelter, associated seating and additional rubbish bins as additional scope within the Roma Rest Area Project, with funding to be sourced from the existing Roma Rest Area Upgrade Budget (WO22257).**

**CARRIED**

**9/0**

**Responsible Officer**

**Project Officer - Capital Program Delivery**

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**REGIONAL DEVELOPMENT, ENVIRONMENT & PLANNING**

**Item Number:** 13.1 **File Number:** D25/129992

**SUBJECT HEADING:** WALL OF FAME - FUTURE LOCATION AND PRESENTATION

**Officer's Title:** Regional Sports and Recreation Officer

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**Executive Summary:**

*Investigations and consultations have been undertaken to explore opportunities to better showcase Wall of Fame inductees across the region. This report outlined options for the future location and presentation of the Wall of Fame and provides a recommendation for Council's consideration.*

**Resolution No. OM/01.2026/14**

**Moved Cr Flynn**

**Seconded Cr Birkett**

**That Council resolve to:**

- 1. Retain the Wall of Fame at the PCYC and integrate it into the PCYC facility redesign.**
- 2. Digitise the Wall of Fame for display at regional events and Council functions.**

**CARRIED**

**9/0**

**Responsible Officer**

**Regional Sports and Recreation Officer**

**Item Number:**

**13.2**

**File Number: D26/1529**

**SUBJECT HEADING:**

**DEVELOPMENT APPLICATION- MATERIAL CHANGE OF USE - "HEALTH CARE SERVICES"- 44 ARTHUR STREET, ROMA (REF:2025/21589)**

**Officer's Title:**

**Planning Officer**

***Executive Summary:***

*Tara Castle on behalf of Belinda Chandler has prepared and submitted a development application for a Material Change of Use for "Health Care Services". The proposed development is located at 44 Arthur Street, Roma, properly described as Lot 11 on RP214372. 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 2026 ('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 that enable Council to make a decision on this application have been fulfilled. The development application is generally consistent with the assessment benchmarks provided by the Planning Act and the Maranoa Planning Scheme and can be otherwise be conditioned to achieve compliance.*

**Resolution No. OM/01.2026/15**

**Moved Cr Flynn**

**Seconded Cr Vincent**

**That Council approve the development application for a Material Change of Use – "Health Care Services" located at 44 Arthur Street, Roma, described as Lot 11 on RP214372, subject to the listed conditions and general advice-**

**Development details**

- 1. The approved development is a Material change of use – "Health Care Services" 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
2025-0053-HHB-44-SK03	Existing Site Plan	
2025-0053-HHB-44-SK12	Proposed Site Plan	
2025-0053-HHB-44-SK13	Car Movements	
2025-0053-HHB-44-SK14	Existing Floor Plan	
2025-0053-HHB-44-SK15	Proposed Flood Plan	
2025-0053-HHB-44-SK16	Existing Shed Elevations	

#### 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.

#### 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.

#### **Screening mechanical equipment**

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

#### **Refuse storage and collection**

16. Bulk refuse storage and collection facilities must be provided on-site generally in the location shown as 'Rubbish Bin Storage' on approved drawing number 2025-0053-HHB-44-SK12 'Proposed Site Plan' prior to the commencement of the approved development. The bulk refuse storage container/s shall be screened and retain reasonable standards of amenity for users of the premises and surrounding properties.
17. Convenient access to the bulk refuse storage areas must be provided at all times for service vehicles.
18. Refuse collection from the site must not occur before 7:00am or after 6:00 pm, or on Sundays or public holidays.

#### **Access**

19. Vehicle access to and from the development site shall be provided from Arthur Street, generally in the location shown on approved drawing 2025-0053-HHB-44-SK12 Proposed Site Plan. The vehicle crossover is to be constructed generally in accordance with CMDG Drawing - CMDG-R-042A Rev B, dated 12/2016 and must be designed to cater for the maximum vehicle size accessing the site, ensuring no damage to the roadway or kerb. The grade of the vehicle crossover must not exceed the specifications of the CMDG.
20. Vehicle crossovers must be located a minimum distance of one metre from any power poles, street signage, streetlights, manholes, stormwater gully pits or other

Council assets, unless otherwise specified in the applicable development standards and specifications.

21. The landowner is responsible for the construction and maintenance of vehicle crossovers from the property boundary to the external road network and access ways, and for obtaining any approvals that may be required and for complying with the applicable designs and standards.
22. Remove any redundant crossovers and reinstate the kerb and channel, road pavement, services and verge in accordance with CMDG Design Guideline D1 'Geometric Road Design'.

#### **Parking**

23. A minimum of 3 car parking spaces are to be provided within the development site area generally in accordance with approved plan 2025-0053-HHB-44-SK12 Proposed Site Plan. Parking spaces for persons with disabilities (PWD) are to be provided in accordance with the National Construction Code.
24. Car park design, including car parking spaces (widths and lengths), vehicle access lanes and manoeuvring areas are to comply with Australian Standard AS/NZS 2890.1:2004 Part 1: Off-street car parking.
25. 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.
26. Onsite service vehicle access, parking and manoeuvring is to be designed in accordance with Australian Standard AS/NZS 2890.2:2004 - Parking facilities Part 2: Off-street commercial vehicle facilities requirements.
27. Vehicle movements within the site are to be clear of proposed parking areas, buildings, and landscape treatments.
28. Vehicle parking bays must not encroach into swept paths for vehicle movements.
29. Vehicles accessing the site and designated onsite parking areas must be able to enter and leave the site in forward direction. All vehicle manoeuvres to and from the onsite parking spaces must be totally contained within the development site boundaries and must not encroach onto the adjacent roadway.
30. All onsite access, parking and manoeuvring 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.

#### **Bicycle Parking**

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

#### **Services**

32. 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.
33. 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.

34. 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.

35. 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.

36. 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.

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

#### **Fencing and landscaping**

38. A 1.8 metre high screen fence is to be provided along all side and rear property boundaries.

39. Site landscaping is to be provided generally in accordance with approved plan A101 Site Plan and must include a minimum 1.0 metre landscaping strip adjacent the development site frontage and landscaping between the northern side boundary and access driveway. Plantings within the landscaping areas shall include a mix of shrubs and ground covers which must contribute to the amenity of the development and the street. A landscaping plan is to be submitted to Council for approval prior to commencement of the use.

**Note:** Refer to Planning Scheme Policy SC6.2 – Landscaping for Council's preferred species list.

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

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

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

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

44. Landscaping must not interfere with site lines at access driveways for vehicle traffic.

#### **Advertising signage**

45. Any proposed advertising signage 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.



46. 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**

47. Stormwater runoff from roofs and impervious surfaces is to be collected internally in accordance with the CMDG Design Guidelines D-5 'Stormwater Drainage Design'.
48. 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.
49. 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.
50. 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**

51. 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'.
52. 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 works shall be undertaken immediately.

#### **Safe storage of items**

53. Any items with the potential to cause harm by way of floating debris during a flood event must be appropriately stored, adequately secured or located safely above the defined flood event (DFE) level or otherwise be stored in such a manner as to be easily accessed and relocated off-site ahead of a major flood event.

#### **Emergency events**

54. A Flood Management Plan shall be prepared prior to the commencement of the use having regard to the site characteristics and management procedures in the event of flood. All staff must be made aware of the Flood Management Plan, its content, and the procedures that need to be followed in the case of a major flood event.
55. All reasonable efforts should be made to advise visitors/customers in advance of premises closures that are required due to inclement weather events.
56. Building materials and surface treatments used under the DFE level must be resistant to water damage and must not include wall cavities that would collect water and sediment during a flood event.

#### **Operating hours**

57. Operating hours are restricted to 8:00am to 5:00pm Monday to Saturday. The development is not permitted to operate on Sundays or Public Holidays.

#### **Delivery of goods**

58. Loading and unloading of goods must not occur outside the hours of 8:00am to 5:00pm Monday to Saturday. No loading or unloading shall occur on Sundays or Public Holidays.
59. 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**

60. Services and infrastructure required in connection with the establishment of the approved development must be provided at the developer's cost.
61. The developer is responsible for meeting all costs associated with the approved development unless there is specific agreement by other parties, including the Council, to meeting those costs.
62. 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**

63. 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**

64. 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 –  
  
 Health Care Services means the use of premises for medical purposes, paramedical purposes, alternative health therapies or general health care, if overnight accommodation is not provided on the premises.
- 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](http://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 50m<sup>3</sup>.
- j) All persons involved in the development, operation or use of the site have an obligation to take all reasonable and practical measures to prevent or minimise any biosecurity risk under the Biosecurity Act 2014.
- k) Refer to attached Adopted Infrastructure Charges Notice for infrastructure charges levied for the approved development.
- l) In completing an assessment of the proposed development, Council has relied on the information submitted in support of the development application as true and correct. Any change to the approved plans and documents may require a new or changed development approval. It is recommended to contact Council for advice in the event of any potential change in circumstances.

CARRIED

9/0

Responsible Officer	Planning Officer
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Item Number: 13.3 File Number: D26/1955

**SUBJECT HEADING:** DEVELOPMENT APPLICATION - MATERIAL CHANGE OF USE - "MULTIPLE DWELLINGS (3 DWELLING UNITS)" - 20 WHEELER DRIVE, ROMA (REF: 2025/21510)

**Officer's Title:** Planning Officer

**Executive Summary:**

*Steffan Harries on behalf of Odunze Investment Pty Ltd has submitted a development application seeking approval for a Material Change of Use for "Multiple Dwelling" (3 Dwelling Units), consisting of a single storey triplex. The proposal is located at 20 Wheeler Drive, Roma, properly described as Lot 72 on SP257148. 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 made 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.*

**Resolution No. OM/01.2026/16**

**Moved Cr Flynn**

**Seconded Cr Brumpton**

**That the development application for a Material Change of Use for "Multiple Dwelling" (3 Dwelling Units) located at 20 Wheeler Drive, Roma QLD 4455, described as Lot 72 SP257148, be approved subject to the listed conditions and general advice-**

**Development details**

1. The approved development is a Material change of use – "Multiple Dwelling" (3 Dwelling Units) as defined in the Planning Scheme and as shown on the approved plans and documents.

**Compliance inspection**

2. All conditions relating to the establishment of the approved development must be fulfilled prior to the commencement of the use (as applicable), unless otherwise noted in these conditions, or otherwise permitted by Council.
3. Prior to the commencement of the use, the operator shall contact Council's Planning Department and 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
250290-Drawing No.03 Issue D	3d Views	21/10/2025
250290-Drawing No.04 Issue D	Site Works Plan	21/10/2025

250290-Drawing No.05 Issue D	Aerial Site Plan	21/10/2025
250290-Drawing No.05a Issue D	Traffic & Landscaping Plan	21/10/2025
250290-Drawing No.06 Issue D	Landscaping Plan	21/10/2025
250290-Drawing No.07 Issue D	Liveability Ground Floor Details	21/10/2025
250290-Drawing No.08 Issue D	Unit 1-Floor Plan	21/10/2025
250290-Drawing No.09 Issue D	Unit 2-Floor Plan	21/10/2025
250290-Drawing No.10 Issue D	Unit 3-Floor Plan	21/10/2025
250290-Drawing No.12 Issue D	Proposed Elevations 1 of 2	21/10/2025
250290-Drawing No.13 Issue D	Proposed Elevations 2 of 2	21/10/2025
	Traffic Engineering Letter	13/10/2025

#### 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.

#### 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. 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.

#### **Rubbish collection**

14. Refuse storage bins are to be provided for each dwelling unit and screened from view from all roads and public places. A concrete pad is to be provided for the bin in an appropriate location.

#### **Screening mechanical equipment**

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

#### **Clothes drying areas**

16. A clothes drying area is to be provided for each Dwelling Unit. Clothes drying areas for each Dwelling Unit shall be fully screened from Wheeler Drive by solid screen fencing of a suitable height and width.

#### **Letter boxes and premises identification**

17. Numbered post boxes for each Dwelling Unit within the approved development are to be provided in accordance with the requirements of Australia Post.
18. Each Dwelling Unit shall be clearly identified through the provision of the tenancy number in a prominent location.

#### **Access**

19. Three new vehicle crossovers, to and from the proposed dwelling units shall be constructed, or upgraded where required, from Wheeler Drive generally in the location shown on the approved plans. The vehicle crossovers are to be constructed generally in accordance with CMDG Drawing - CMDG-R-041 Rev E, dated 12/2025, ensuring no damage to the roadway or kerb. The grade of the vehicle crossovers must not exceed the specifications of the CMDG.
20. Vehicle crossovers must be located a minimum distance of one metre from any power poles, street signage, streetlights, manholes, stormwater gully pits or other Council assets, unless otherwise specified in the applicable development standards and specifications.

21. The landowner is responsible for the construction and maintenance of vehicle crossovers from the property boundary to the external road network and for obtaining any approvals that may be required and for complying with the applicable designs and standards.
22. Remove any redundant crossovers and reinstate the kerb and channel, road pavement, services and verge in accordance with CMDG Design Guideline D1 'Geometric Road Design' either side of the new crossovers to the nearest concrete join.

#### **Parking**

23. A minimum of six (6) car parking spaces are to be provided on site generally in accordance with the approved plans.
24. Car park design, including car parking spaces (widths and lengths), vehicle access lanes and manoeuvring areas are to comply with Australian Standard AS/NZS 2890.1:2004 Part 1: Off-street car parking.
25. Vehicle movements within the site are to be clear of proposed parking areas, buildings, and landscape treatments.
26. All onsite access, parking and manoeuvring 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.

#### **Services**

27. 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.
28. 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.
29. 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.

30. The proposed carport, as shown on the approved plans, must be constructed in accordance with the Queensland Development Code Mandatory Part 1.4 and maintain access to Council's sewerage infrastructure at all times.
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.
33. The development is to be connected to reticulated gas supply at no cost to Council.
34. 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

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

#### **Fencing and landscaping**

36. A screen fence, 1.8 metres high, shall be erected along the side and rear boundaries of the site, and between each Dwelling Unit, to provide visual screening. Separation fencing provided between the Dwelling Units shall reduce in height to be no more than 1.2 metres within 6.0 metres of the road boundary.

37. Landscaping is to be provided on site in accordance with approved plans: 250290-Drawing 05a-Issue D- Traffic & Landscaping Plan and 250290-Drawing 06-Issue D- Landscaping Plan.

38. Plantings within the landscaping areas shall include a mix of shrubs and ground covers which must contribute to the amenity of the development and the street.

**Note:** Refer to Planning Scheme Policy SC6.2 – Landscaping for Council's preferred species list.

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

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

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

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

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

#### **Stormwater and drainage**

44. Stormwater runoff from roofs and impervious surfaces is to be collected internally in accordance with CMDG Design Guidelines D-5 'Stormwater Drainage Design' and released to a lawful point of discharge.

45. 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.

46. 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.

47. 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**

48. 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'.
49. 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.
50. 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.

#### **No cost to Council**

51. Services and infrastructure required in connection with the establishment of the approved development must be provided at the developer's cost.
52. The developer is responsible for meeting all costs associated with the approved development unless there is specific agreement by other parties, including the Council, to meeting those costs.

#### **Rates and charges**

53. 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**

54. 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**

55. 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**

- (i) Refer to <http://www.cmdg.com.au/> for the Capricorn Municipal Development Guidelines (CMDG).
- (ii) Refer to <http://www.maranoa.qld.gov.au/council-policies> for Council Policies.
- (iii) The relevant planning scheme for this development is Maranoa Planning Scheme 2017. All references to the 'Planning Scheme' and 'Planning Scheme Schedules' within these conditions refer to this Planning Scheme.
- (iv) 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.

- (v) 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.
- (vi) 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.
- (vii) Refer to attached Adopted Infrastructure Charges Notice for infrastructure charges levied for the approved development.
- (viii) It is the responsibility of the developer to obtain all necessary permits and submit all necessary plans and policies to the relevant authorities for the approved development.
- (ix) In completing an assessment of the proposed development, Council has relied on the information submitted in support of the development application as true and correct. Any change to the approved plans and documents may require a new or changed development approval. It is recommended to contact Council for advice in the event of any potential change in circumstances.

**CARRIED 9/0**  
 CARRIED

9/0

**Responsible Officer**

**Planning Officer**

**Item Number:**

**13.4**

**File Number: D26/2360**

**SUBJECT HEADING:**

**DEVELOPMENT APPLICATION- MATERIAL CHANGE OF USE "MULTIPLE DWELLING" (3 DWELLING UNITS) - 20 QUEEN STREET, ROMA (REF:2025/21464)**

**Officer's Title:**

**Planning Officer**

***Executive Summary:***

*The Maranoa Regional Council has submitted a development application seeking approval for a Material Change of Use for a "Multiple Dwelling" (3 Dwelling Units), consisting of three (3) single storey units. The proposal is located at 20 Queen Street, Roma, properly described as Lot 10 on RP4448. 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 was one properly made submission during this period.*

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



**Resolution No. OM/01.2026/17**
**Moved Cr Flynn**
**Seconded Cr Hancock**

That the development application for a Material Change of Use for “Multiple Dwelling” (3 Dwelling Units) located at 20 Queen Street, Roma QLD 4455, described as Lot 10 on RP4448, be approved subject to the listed conditions and general advice-

**Development details**

1. The approved development is a Material change of use – “Multiple Dwelling” (3 Dwelling Units) as defined in the Planning Scheme and as shown on the approved plans and documents.

**Compliance inspection**

2. All conditions relating to the establishment of the approved development must be fulfilled prior to the commencement of the use (as applicable), unless otherwise noted in these conditions, or otherwise permitted by Council.
3. Prior to the commencement of the use, the operator shall contact Council’s Planning Department and 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
20240147-SD-020-G	Locality Plan	02/10/2025
20240147-SD-050-G	Site Plan	02/10/2025
20240147-SD-110-G	Unit 1 Floor Plan	02/10/2025
20240147-SD-111-G	Unit 2 Floor Plan	02/10/2025
20240157-SD-120-G	Block A Elevations	02/10/2025
20240147-SD-121-G	Block A Elevations	02/10/2025
20240147-SD-190-G	Block A 3D Views	02/10/2025
20240147-SD-210-G	Unit 3 Floor Plan	02/10/2025
20240147-SD-220-G	Unit 3 Elevations	02/10/2025
20240147-SD-221-G	Unit 3 Elevations	02/10/2025
20240147-SD-290-G	Unit 3 3D Views	02/10/2025
20240147-SD-400-G	Access and Privacy	02/10/2025
20240147-SD-900-G	Site 3D Views	02/10/2025

**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.

#### **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. 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.

#### **Rubbish collection**

14. Refuse storage bins are to be provided for each dwelling unit and screened from view from all roads and public places. A concrete pad is to be provided for the bin in an appropriate location.

#### **Screening mechanical equipment**

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

#### **Clothes drying areas**

16. A clothes drying area is to be provided for each Dwelling Unit. Clothes drying areas for each Dwelling Unit shall be fully screened from Queen Street by solid screen fencing of a suitable height and width.

#### **Letter boxes and premises identification**

17. Numbered post boxes for each Dwelling Unit within the approved development are to be provided in accordance with the requirements of Australia Post.
18. Each Dwelling Unit shall be clearly identified through the provision of the tenancy number in a prominent location.

#### **Access**

19. Vehicle crossovers are to be constructed, or upgraded where required, from Queen Street and Fowles Lane generally in the location shown on the approved plans. The vehicle crossovers are to be constructed generally in accordance with CMDG Drawing - CMDG-R-041 Rev E, dated 12/2025, ensuring no damage to the roadway or kerb. The grade of the vehicle crossovers must not exceed the specifications of the CMDG.
20. Prior to the commencement of works, an application for Operational Works is required to be submitted to and approved by Council. The application must include roadworks design for the extension of Fowles Lane to the development site access in accordance with the CMDG Design Guidelines -D1 – Geometric Road Design.
21. Vehicle crossovers must be located a minimum distance of one metre from any power poles, street signage, streetlights, manholes, stormwater gully pits or other Council assets, unless otherwise specified in the applicable development standards and specifications.
22. The landowner is responsible for the construction and maintenance of vehicle crossovers from the property boundary to the external road network and for obtaining any approvals that may be required and for complying with the applicable designs and standards.
23. Remove any redundant crossovers and reinstate the kerb and channel, road pavement, services and verge in accordance with CMDG Design Guideline D1 'Geometric Road Design' either side of the new crossovers to the nearest concrete join.

#### **Parking**

24. A minimum of six (6) car parking spaces (providing two spaces to service each dwelling unit) are to be provided on site.
25. Car park design, including car parking spaces (widths and lengths), vehicle access lanes and manoeuvring areas are to comply with Australian Standard AS/NZS 2890.1:2004 Part 1: Off-street car parking.
26. Vehicle movements within the site are to be clear of proposed parking areas, buildings, and landscape treatments.
27. All onsite access, parking and manoeuvring areas are to be sealed with an approved impervious surface. Surfacing shall consist of reinforced concrete, asphaltic hot mix or two coat (primer seal/seal) bitumen seal.

#### **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.
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.
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.

#### **Fencing and landscaping**

35. A screen fence, 1.8 metres high, shall be erected along the side and rear boundaries of the site, and between each Dwelling Unit, to provide visual screening. Separation fencing provided between the Dwelling Units shall reduce in height to be no more than 1.2 metres within 6.0 metres of the road boundary.
  36. Landscaping is to be provided on site in accordance with approved plan 20240147-SD-050-G 'Site Plan'.
  37. Plantings within the landscaping areas shall include a mix of shrubs and ground covers which must contribute to the amenity of the development and the street.
- Note:** Refer to Planning Scheme Policy SC6.2 – Landscaping for Council's preferred species list.
38. All landscaping works are to be completed prior to the commencement of the approved use.
  39. Site landscaping is to be irrigated during an establishment period of two years, and ground covers should fully cover vegetated areas within one year of planting.
  40. All site landscaping is to be maintained throughout the duration of the approved use. Any dead and/or unhealthy plants are to be promptly removed and replaced.

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

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

#### **Stormwater and drainage**

43. Stormwater runoff from roofs and impervious surfaces is to be collected internally in accordance with CMDG Design Guidelines D-5 'Stormwater Drainage Design' and released to a lawful point of discharge.

44. 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.

45. 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.

46. 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**

47. 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'.

48. 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.

49. 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.

#### **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 meeting those costs.

#### **Rates and charges**

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

- (i) Refer to <http://www.cmdg.com.au/> for the Capricorn Municipal Development Guidelines (CMDG).
- (ii) Refer to <http://www.maranoa.qld.gov.au/council-policies> for Council Policies.
- (iii) The relevant planning scheme for this development is Maranoa Planning Scheme 2017. All references to the 'Planning Scheme' and 'Planning Scheme Schedules' within these conditions refer to this Planning Scheme.
- (iv) 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.
- (v) 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.
- (vi) An operational works application will be required to be submitted to and approved by Council for any cut and/or filling works that exceed 50m<sup>3</sup>.
- (vii) Refer to attached Adopted Infrastructure Charges Notice for infrastructure charges levied for the approved development.
- (viii) It is the responsibility of the developer to obtain all necessary permits and submit all necessary plans and policies to the relevant authorities for the approved development.
- (ix) In completing an assessment of the proposed development, Council has relied on the information submitted in support of the development application as true and correct. Any change to the approved plans and documents may require a new or changed development approval. It is recommended to contact Council for advice in the event of any potential change in circumstances.

**CARRIED 9/0**

CARRIED

9/0

**Responsible Officer**

**Planning Officer**



**Item Number:**

**13.5**

**File Number: D26/2762**

**SUBJECT HEADING:**

**DEVELOPMENT APPLICATION-MATERIAL CHANGE OF USE - "MULTIPLE DWELLINGS" (3 UNITS) - 2 CRAWFORD STREET, ROMA (REF:2025/21588)**

**Officer's Title:**

**Planning Officer**

**Executive Summary:**

*Danya Cook Town Planning on behalf of the Maranoa Regional Council has submitted a development application seeking approval for a Material Change of Use for a "Multiple Dwelling" (3 Dwelling Units), consisting of three (3) single storey units. The proposal is located at 2 Crawford Street, Roma, properly described as Lot 1 on SP178384. 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 properly made submissions during this period.*

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

**Resolution No. OM/01.2026/18**

**Moved Cr Flynn**

**Seconded Cr O'Neil**

**That the development application for a Material Change of Use for "Multiple Dwelling" (3 Dwelling Units) located at 2 Crawford Street, Roma QLD 4455, described as Lot 1 on SP178384, be approved subject to the listed conditions and general advice-**

**Development Details**

1. The approved development is a Material change of use – "Multiple Dwelling" (3 Dwelling Units) as defined in the Planning Scheme and as shown on the approved plans and documents.

**Compliance inspection**

2. All conditions relating to the establishment of the approved development must be fulfilled prior to the commencement of the use (as applicable), unless otherwise noted in these conditions, or otherwise permitted by Council.
3. Prior to the commencement of the use, the operator shall contact Council's Planning Department and 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
20250077-SD-020-B	Locality Plan	04/09/2025
20250077-SD-050-B	Site Plan	04/09/2025

20250077-SD-110-B	Unit 1 Floor Plan	04/09/2025
20250077-SD-111-B	Unit 2 Floor Plan	04/09/2025
20250077-SD-120-B	Block A Elevations	04/09/2025
20250077-SD-121-B	Block A Elevations	04/09/2025
20250077-SD-190-B	Block A 3D Views	04/09/2025
20250077-SD-210-B	Unit 3 Floor Plan	04/09/2025
20250077-SD-220-B	Block B Elevations	04/09/2025
20250077-SD-221-B	Block B Elevations	04/09/2025
20250077-SD-290-B	Block B 3D Views	04/09/2025
20250077-SD-400-B	Turning Paths	04/09/2025
20250077-SD-900-B	Site 3D Views	04/09/2025

#### 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.

#### 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. 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.

#### **Rubbish Collection**

14. Refuse storage bins are to be provided for each Dwelling Unit and screened from view from all roads and public places. A concrete pad is to be provided for each bin in an appropriate location.

#### **Screening mechanical equipment**

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

#### **Clothes drying areas**

16. Clothes drying area is to be provided for each Dwelling Unit. Clothes drying areas for each Dwelling Unit shall be fully screened from Crawford Street and Miscamble Street by a solid screen of a suitable height and width.

#### **Letter boxes and premises identification**

17. Numbered post boxes for each Dwelling Unit within the approved development are to be provided in accordance with the requirements of Australia Post.
18. Each Dwelling Unit shall be clearly identified through the provision of the tenancy number in a prominent location.

#### **Access**

19. Two new vehicle crossovers, to and from the proposed dwelling units shall be constructed, or upgraded where required, from Crawford Street and Miscamble Street generally in the location shown on the approved plans. The vehicle crossovers are to be constructed generally in accordance with CMDG Drawing - CMDG-R-041 Rev E, dated 12/2025, ensuring no damage to the roadway or kerb. The grade of the vehicle crossovers must not exceed the specifications of the CMDG.
20. Vehicle crossovers must be located a minimum distance of one metre from any power poles, street signage, streetlights, manholes, stormwater gully pits or other Council assets, unless otherwise specified in the applicable development standards and specifications.
21. The landowner is responsible for the construction and maintenance of vehicle crossovers from the property boundary to the extremal road networks and access

ways, and for obtaining any approvals that may be required and for complying with the applicable designs and standards.

22. Remove any redundant crossovers and reinstate the kerb and channel, road pavement, services and verge in accordance with CMDG Design Guideline D1 'Geometric Road Design' either side of the new crossovers to the nearest concrete join.

#### **Parking**

23. A minimum of six (6) car parking spaces (providing two spaces to service each dwelling unit) are to be provided on site.
24. Car park design, including car parking spaces (widths and lengths), vehicle access lanes and manoeuvring areas are to comply with Australian Standard AS/NZS 2890.1:2004 Part 1: Off-street car parking.
25. Vehicle movements within the site are to be clear of proposed parking areas, buildings, and landscape treatments.
26. All onsite access, parking and manoeuvring areas are to be sealed with an approved impervious surface. Surfacing shall consist of reinforced concrete, asphaltic hot mix or two coat (primer seal/seal) bitumen seal.

#### **Services**

27. 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.
28. 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.
29. Prior to the commencement of any building works, an application for Operational Works must be submitted to and approved by Council. The application must include a detailed design for the relocation of the existing combined sewer drain traversing the site, ensuring it is located outside the zone of influence of the proposed buildings and that sewerage services to adjoining properties are maintained.
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.
33. The development is to be connected to reticulated gas supply at no cost to Council.
34. 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

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

#### **Fencing and landscaping**

36. A screen fence, 1.8 metres high, shall be erected along the side and rear boundaries of the site, and between each Dwelling Unit, generally in the location shown on the approved plans, to provide visual screening. The fencing shall reduce in height to be no more than 1.2 metres high within 6.0 metres of the road boundary.

37. Landscaping is to be provided on site in accordance with 20250077-SD-050-B Site Plan.

38. Plantings within the landscaping areas shall include a mix of shrubs and ground covers which must contribute to the amenity of the development and the street.

**Note:** Refer to Planning Scheme Policy SC6.2 – Landscaping for Council's preferred species list.

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

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

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

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

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

#### **Stormwater and drainage**

44. Stormwater runoff from roofs and impervious surfaces is to be collected internally in accordance with CMDG Design Guidelines D-5 'Stormwater Drainage Design' and released to a lawful point of discharge.

45. 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.

46. 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.

47. 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**

48. 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'.
49. 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.
50. 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.

#### No cost to Council

51. Services and infrastructure required in connection with the establishment of the approved development must be provided at the developer's cost.
52. The developer is responsible for meeting all costs associated with the approved development unless there is specific agreement by other parties, including the Council, to meeting those costs.

#### Rates and charges

53. 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

54. 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

55. 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

- (i) Refer to <http://www.cmdg.com.au/> for the Capricorn Municipal Development Guidelines (CMDG).
- (ii) Refer to <http://www.maranoa.qld.gov.au/council-policies> for Council Policies.
- (iii) The relevant planning scheme for this development is Maranoa Planning Scheme 2017. All references to the 'Planning Scheme' and 'Planning Scheme Schedules' within these conditions refer to this Planning Scheme.
- (iv) 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.

- (v) 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.
- (vi) 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.
- (vii) Refer to attached Adopted Infrastructure Charges Notice for infrastructure charges levied for the approved development.
- (viii) It is the responsibility of the developer to obtain all necessary permits and submit all necessary plans and policies to the relevant authorities for the approved development.
- (ix) In completing an assessment of the proposed development, Council has relied on the information submitted in support of the development application as true and correct. Any change to the approved plans and documents may require a new or changed development approval. It is recommended to contact Council for advice in the event of any potential change in circumstances.

CARRIED

9/0

Responsible Officer

Planning Officer

Item Number:

13.6

File Number: D26/4111

SUBJECT HEADING:

**DEVELOPMENT APPLICATION-MATERIAL CHANGE OF USE "EXTRACTIVE INDUSTRY" (UP TO 50,000TPA) - 3563 DUNKELD ROAD, TINGUN (REF:2025/21463)**

Officer's Title:

Planning Officer

**Executive Summary:**

*Grant and Kelly Johnson as property owners have submitted a development application for a Material Change of Use for "Extractive Industry" (Up to 50,000 tonnes per annum). The proposed development is located at "Dongara" 3563 Dunkeld Road, Tingun, properly described as Lot 1 on RP208342. 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 that enable Council to make a decision on this application have been fulfilled. The development application is generally consistent with the assessment benchmarks provided by the Planning Act and the Maranoa Planning Scheme and can be otherwise be conditioned to achieve compliance.*

Resolution No. OM/01.2026/19

Moved Cr Flynn

Seconded Cr Seawright

That the development application for a Material Change of Use – “Extractive Industry” (Up to 50,000 tonnes per annum) located at “Dongara” 3563 Dunkeld Road, Tingun, described as Lot 1 on RP208342, be approved subject to the listed conditions and general advice-

**Development details**

1. The approved development is a Material change of use – “Extractive Industry” (Up to 50,000 tonnes per annum) as defined in the Planning Scheme and as shown on the approved plans and documents.
2. The approved extraction is limited to a maximum of 50,000 tonnes per annum. Records are to be kept of haulage vehicles and their tare weight.

**Compliance inspection**

3. All conditions relating to the establishment of the approved development must be fulfilled prior to the commencement of the use (as applicable), unless otherwise noted in these conditions, or otherwise permitted by Council.
4. Prior to the commencement of the use, the operator shall contact Council’s Planning Department and arrange a development compliance inspection.

**Approved plans and documents**

5. 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	Dated
	Site Layout Plan	10.07.2025
P7214.001R	Traffic Impact Assessment	18.12.2025

**Biosecurity Plan**

6. Within six months of this approval taking effect, a Biosecurity Plan for the premises must be prepared and implemented in accordance with the *Biosecurity Act 2014*. The plan must be prepared by an appropriately qualified person, taking into account all approved operations on the site and addressing the risk of spread of Priority Pest Plants. A copy of the plan must be made available to Council upon request.

Note: Refer to <https://www.maranoa.qld.gov.au/prohibited-restricted-invasive-plants> to access the Maranoa Regional Council Biosecurity Management Plan 2023-2027 and the Pest Management Plan (PMP) for the Maranoa Region. The PMP identifies, among others, Parkinsonia, Prickly Acacia and Parthenium as Priority Pest Plants to be managed in the Maranoa Region

**Emergency Events**

7. A Bushfire Hazard Management Plan, having regard to the site characteristics and management procedures in the event of a bushfire,



shall be prepared prior to the commencement of use. The owner and/or operator, staff and visitors to the site shall be made aware of the Bushfire Hazard Management Plan, its contents and the procedures that need to be followed in the case of a bushfire event.

**Note:** A copy of the Bushfire Hazard Management Plan must be made available during any compliance inspection carried out by Council.

#### **Development works**

**8. All works must comply with:**

- a. The development approval conditions;
- b. Any relevant provisions in the Planning Scheme and 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.

- 9. The operator 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).**

#### **Works in road reserve**

- 10. 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. 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".**

#### **Operating Hours**

- 11. The hours of operation are to be limited to 6:00am to 6:00pm, Monday to Saturday. No activities are to occur on Sundays or Public Holidays.**
- 12. The quarry operator may apply to Council to vary the hours of operation for a particular project where the extended operating hours are necessary in the opinion of the Council having considered the requirements and community benefits of the particular project and the duration of the additional impacts upon the local community.**

**Any Council approval of the varied hours will be required by resolution and will be restricted to the duration of the project. Any variation may be rescinded by the Council with seven days' notice if the extended hours of operation are considered to be causing undue nuisance or disruption to other persons.**

#### **Screening**

- 13. Extraction areas are to be setback a minimum distance of 100 metres from the property road frontage to Dunkeld Road.**

#### **Avoiding nuisance**



14. 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, including non working hours.
15. Waste containers shall be maintained on the site in a clean and tidy state at all times while the use continues, and shall be emptied, and the waste removed from the site on a regular basis.
16. The premises are to be maintained in a clean and tidy state and not pose any health and safety risk to the community.
17. Extraction areas, stockpile areas, access and site roadways and surrounds shall be kept in an orderly fashion and free from rubbish.
18. Dust emanating as a result of operations carried out onsite must be continually monitored and suppressed in order to prevent any dust drifting onto road networks, nearby properties and sensitive land uses.
19. Lighting associated with the approved use, including any security lighting, must 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.
20. All lighting shall be directed or shielded so as to ensure that no glare directly affects nearby properties.

#### **Stormwater and Drainage**

21. Stormwater is to be managed generally in accordance with the Capricorn Municipal Development Guidelines D5 'Stormwater Drainage Design'.
22. Stockpiles capable of being moved by the action of running water shall be stored clear of drainage paths and be prevented from entering the road and / or drainage systems.
23. Discharge of stormwater runoff from the development shall be to a lawful point of discharge, drain freely in all cases and no nuisance ponding is to be created within the vicinity of the development.
24. There must be no increases in any silt loads or contaminants in any overland flow from the property. All stormwater from the approved operation is to be collected onsite using appropriate pollution control devices or methods to ensure no contamination or silting of creeks or other waterways.

#### **Erosion and sediment control**

25. Erosion and Sediment Control is to be managed in accordance with the endorsed Stormwater Management Plan and the Capricorn Municipal Development Guidelines D7 'Erosion Control and Stormwater Management'.
26. Where it is necessary for a road and/or drainage system to be reinstated or cleaned up as a result of erosion and / or sedimentation from the site, such works must be undertaken at the operator's expense.

#### **Provision of Services**

27. At all times during the operation of the approved development, on-site effluent is to be disposed of in accordance with the Queensland Plumbing and Wastewater Code 2013 and AS1547.2012 (On-site domestic

wastewater management). A compliance permit for plumbing and drainage works shall be sought from Council for any onsite sewerage system provided to the development.

28. The site must be provided with an on-site water supply with sufficient capacity to meet all operational needs, including watering to minimise dust nuisance and also a potable water supply sufficient to meet the needs of staff and visitors to the site.

**Note:** Groundwater is only to be used if the required water allocation/s are in place and the total volume required (in combination with all other uses on the site) does not exceed the allocation.

29. The approved development must be provided with access to a reliable water supply for firefighting purposes.
30. Any supply of potable water to the site, and disposal of effluent from the site is to be performed by a suitably licensed contractor.

#### **Roads**

31. The haul route for heavy vehicles associated with the Extractive Industry use is Dunkeld Road east from the intersection with the Roma Southern Road to the existing site access.

#### **Access, parking and manoeuvring**

32. The landowner is responsible for maintaining the vehicle access crossover from the road carriageway to the property boundary, and for obtaining any approvals that may be required to undertake works within the road corridor, and for complying with the applicable designs and standards.
33. Vehicle access to the development site is to be provided from Dunkeld Road, generally in the location shown on the approved plans. The vehicle crossover is to be constructed generally in accordance with Standard Drawing 1807 'Rural Property Access' dated 11/2021 and must be designed to cater for the maximum vehicle size accessing the site, ensuring no damage to the roadway.
34. All weather vehicle access shall be provided for traffic movement within the site.
35. Vehicles entering and exiting the development site must be able to enter and exit in forward direction. Vehicle manoeuvres in this regard are to be totally contained within the site boundaries.

#### **Environmental Management**

36. Remediation of the site is to occur progressively in accordance with:  
(i) The rehabilitation management plan outlined in the approved Environmental Management Plan; and  
  
(ii) The relevant Environmental Authority, including all conditions of approval, or any subsequent environmental authority issued for the approved use.

#### **Signage**

37. Signage is to be provided at the entrance of the site displaying information including details of, and contact phone numbers for –  
(i) The operator of the site; and

**(ii) Person/s responsible for the management of the site.**

Signage is limited to the necessary contact information and must not impact upon the visual amenity of the locality.

38. Safety fencing is to be provided and maintained to prevent unauthorised access to resource extraction/processing areas, stockpiles and any other high risk areas. Warning signs advising of the nature of the use and any danger or hazard, are to be placed on the perimeter fence on any frontage to a public road.

**No cost to Council**

39. The operator is responsible for meeting all costs associated with the approved development unless there is specific agreement by other parties, including the Council, to meeting those costs.
40. 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 to the Council prior to the commencement of the approved use.

**Latest versions**

41. 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**

42. It is the operator'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**

- (i) Refer to <http://www.cmdg.com.au/> for the Capricorn Municipal Development Guidelines (CMDG).
- (ii) Refer to <http://www.maranoa.qld.gov.au/council-policies> for Council Policies.
- (iii) The relevant planning scheme for this development is Maranoa Planning Scheme 2017. All references to the 'Planning Scheme' and 'Planning Scheme Schedules' within these conditions refer to this Planning Scheme.
- (iv) 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.

(v)	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.
(vi)	Any civil engineering and related work shall be designed and supervised by Registered Professional Engineers of Queensland (RPEQ) who are competent in the construction of the works.
(vii)	It is the responsibility of the developer to obtain all necessary permits and submit all necessary plans and policies to the relevant authorities for the approved development.
(viii)	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.
<div style="display: flex; justify-content: space-between;"> <span>CARRIED</span> <span>9/0</span> </div>	

<b>Responsible Officer</b>	<b>Planning Officer</b>
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#### LATE ITEMS

**Item Number:** L.1 **File Number:** D26/5888  
**SUBJECT HEADING:** UPCOMING DEPUTATIONS AND BRIEFING TOPICS | COUNCILLOR BRIEFINGS FEBRUARY 2026  
**Officer's Title:** Coordinator - Executive & Elected Member Support Services

#### **Executive Summary:**

*This report provided a summary of proposed topics scheduled for Councillor Briefings during the month of February 2026.*

<b>Moved Cr Davis</b>	<b>Seconded Cr Vincent</b>
<b>That Council receive and note the Officer's report as presented.</b>	
<b>NO VOTE TAKEN</b>	

No vote was taken on the draft motion at that time, with Cr O'Neil notifying the following conflict.

## Declaration of Interest

<b>Item</b>	<b>L.1</b>
Description	Upcoming Deputations and Briefings Topics   Councillor Briefings February 2026
Declaring Councillor	Cr Cameron O'Neil
Person with the interest Related party / close associate / other relationship	Myself
Particulars of Interest	Regarding agenda item – Roma Commerce Tourism – Electronic Signage Board (overview of proposal), The General Manager of Roma Commerce & Tourism (Deb Joppich) is a friend and neighbour.
Type of conflict	Declarable conflict of interest
Action	Although I have a declarable conflict of interest, I would like to put it to the room and I am comfortable with the decision Council will make on this matter.

<b>Resolution No. OM/01.2026/20</b>	
<b>Moved Cr Davis</b>	<b>Seconded Cr Seawright</b>
<b>That it is in the public interest that Councillor O'Neil participates and votes on agenda item L.1 because a reasonable person would trust that the decision is made in the public interest.</b>	
CARRIED	6/0 8/0

Councillors Birkett and Flynn indicated they too would be notifying a conflict on a listed briefing topic, advising they therefore could not vote on the abovementioned procedural motion.

Councillors Birkett and Flynn advised that they had previously declared a conflict on the item titled Bungil Street (Wattles) Ovals Lease Arrangements when discussed at earlier meetings, and further that they would leave the meeting for discussion on this topic, as had been their approach in prior meetings on the matter.

Further discussion ensued with Council in agreement that based on current legal advice Councillors Birkett and Flynn could vote on the abovementioned procedural motion, given that the matter at hand was to receive and note the report rather than requiring a decision.

Considering this, Council took a re-vote on the above procedural motion, with the amended outcome recorded above. Following, Council voted on the initial draft motion.

<b>Resolution No. OM/01.2026/21</b>	
<b>Moved Cr Davis</b>	<b>Seconded Cr Vincent</b>
<b>That Council receive and note the Officer's report as presented.</b>	
CARRIED	9/0

## Declaration of Interest

Item	C.2
Description	Lot 91 on M5356 – Trustee Lease
Declaring Councillor	Cr Cameron O'Neil
Person with the interest Related party / close associate / other relationship	Tim McClymont
Particulars of Interest	Tim McClymont of Greybeard Family Investments Pty Ltd who is named in the report is a personal friend.
Type of conflict	Declarable conflict of interest
Action	Although I have a declarable conflict of interest, I do not believe a reasonable person could have a perception of bias. Therefore, I will choose to remain in the meeting. However, I will respect the decision of the meeting on whether I can remain and participate in the decision.

<b>Resolution No. OM/01.2026/22</b>	
<b>Moved Cr Davis</b>	<b>Seconded Cr Brumpton</b>
<b>That it is in the public interest that Councillor O'Neil participates and votes on agenda item C.2 because a reasonable person would trust that the decision is made in the public interest.</b>	
<b>CARRIED</b>	<b>8/0</b>

## Declaration of Interest

Item	C.5
Description	Capital Works Budget Amendment - Bassett Park Roma - Jockey Room Stage 2
Declaring Councillor	Cr Peter Flynn
Person with the interest Related party / close associate / other relationship	Myself
Particulars of Interest	I am an Executive Member of the Roma Turf Club; tenant of the building in question.
Type of conflict	Prescribed conflict of interest
Action	Leave the room while the matter is discussed and voted on.

## CONFIDENTIAL ITEMS

Resolution No. OM/01.2026/23

Moved Cr O'Neil

Seconded Cr Brumpton

In accordance with the provisions of section 254J(3) of the *Local Government Regulation 2012*, that Council resolve to close the meeting to the public at [10.19am] 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 – 2025/26 Capital Works Budget amendment – Lions Park Irrigation and Grounds Upgrades	Section 254J(3)(c) the local government's budget.	<p>Council adopted the 2025/26 Capital Works Budget with an allocation of \$236,823 for irrigation and grounds upgrades at Lions Park, Roma.</p> <p>Following completion of detailed design work and the receipt of contractor pricing, an opportunity has been identified for Council to consider scope refinements aimed at improving the quality, performance and long-term sustainability of the park upgrades. These refinements have been informed by site conditions and learnings from recent park upgrade projects.</p> <p>This report provides Council with the relevant background, options, risks, budget implications and timeframes to support consideration of the proposed scope refinements prior to entering into a construction commitment.</p>
C.2 – Lot 91 on M5356 – Trustee Lease	Section 254J(3)(i) a matter the local government is required to keep confidential under a law of, or formal arrangement with, the Commonwealth or a State.	Consideration of a request to enter a Trustee Lease with Greybeard Investments Pty Ltd over Lot 91 on M5356, (known as Tuche's Reserve) for a term of five (5) years, for the purpose of grazing.



<b>C.3 – Tender Award 26011:DRFA Program – Flood Restoration Works – Pavement Restoration and Re-Seal Package</b>	<b>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.</b>	<p>Council sustained significant damage to its road network during a declared disaster event over January – April 2024.</p> <p>Council has provided several submissions to the Queensland Reconstruction Authority under the Disaster Recovery Funding Arrangements (DRFA) 2018. Approvals of these submissions have been progressively received since late 2024, with an estimated total restoration program in the order of \$75M.</p> <p>To assist Council with the delivery of this program, a number of roadworks packages have been prepared for release to the open market. One of these packages is Tender 26011 – DRFA Program – Flood Restoration Works – Pavement Restoration and Re-Seal Package. All works in this package are on sealed roads.</p> <p>This report provides a summary of Tender 26011 and requests Council approval to appoint a contractor to carry out delivery of the approved flood restoration culvert and floodway works.</p>
<b>C.4 – Tender Award 26010: DRFA Program – Flood Restoration Works – Road Furniture and Drainage Package</b>	<b>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.</b>	<p>Council sustained significant damage to its road network during a declared disaster event over January – April 2024.</p> <p>Council has provided a number of submissions to the Queensland Reconstruction Authority under the Disaster Recovery Funding Arrangements (DRFA) 2018. Approvals of these submissions have been progressively received since late 2024, with an estimated total restoration program in the order of \$75M.</p> <p>To assist Council with the delivery of this program, a number of roadworks packages have been prepared for release to the open market. One of these packages is Tender 26010: DRFA Program – Flood Restoration Works – Road Furniture and Drainage Package.</p> <p>This report provides a summary of Tender 26010 and requests Council approval to appoint a contractor to carry out delivery of the approved flood restoration road furniture and drainage works.</p>
<b>C.5 – 2025/26 Capital Works Budget Amendment –</b>	<b>Section 254J(3)(c) the local government's budget.</b>	<p>Refurbishment works to the jockey rooms, upstairs toilet, viewing deck and secretary's office at Bassett Park were completed in 2023. As part of the building</p>

<b>Bassett Park Roma – Jockey Room Stage 2 – Safe Movement &amp; Access</b>		<p>certification process, it was identified that the existing balustrading and handrails to the stairs and deck areas did not comply with current requirements under the Queensland Building Act and Regulations and Australian Standard AS 1657.</p> <p>To allow the refurbished facilities to be used, an interim Certificate of Occupancy was issued on the condition that the non-compliant balustrading and handrails would be upgraded. The project was subsequently staged to allow the primary refurbishment works to proceed, with the safe movement and access upgrades identified as a separate Stage 2 project. Council approved a budget allocation for these works as part of the 2025/26 Capital Works Program.</p> <p>As the Stage 2 project progressed through detailed design and procurement, current market pricing for the finalised, compliance-driven scope was obtained. The pricing received exceeds the current approved budget allocation for the project.</p> <p>This report is presented to Council to outline the background to the Stage 2 works, the updated cost position, and the funding options available to address the identified budget variance, to enable Council to consider the next steps in progressing the mandatory compliance works.</p>
<b>C.6 – Tender Award 25041: Arcadia Valley Road Upgrade</b>	<p>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>	<p>Council invited suitably qualified and experienced contractors to submit lump sum pricing for construction of four road curve upgrades on Arcadia Valley Rd as part of the broader Arcadia Valley Road Upgrade project, funded by the Australian Government and Santos.</p> <p>Tender 25041 was originally released in May 2025, which was the upgrade of the first 2.2km of the road commencing from the Carnarvon Highway. Resident feedback was received in July 2025 – including on-site road inspections with a resident and resident meetings on 18 July 2025 – which resulted in an adjustment to the scope of works.</p> <p>The revised scope – upgrade of four separate curves – was designed and released for pricing in December 2025 to the same group of companies who originally tendered in May 2025.</p>

		This report summaries the evaluation process and recommended tenderer for the curve upgrades, being the culmination of Tender 25041.
CARRIED		9/0

Cr Flynn, having previously declared a prescribed conflict of interest in Item C.5 left the meeting prior to discussion on the matter at 10.20am.

At cessation of discussion on item C.5, Cr Flynn returned to the meeting at 10.26am.

**COUNCIL ADJOURNED THE MEETING**  
 FOR MORNING TEA AT 10.30am

**SUBJECT HEADING: RESUMPTION OF STANDING ORDERS**  
 COUNCIL RESUMED THE MEETING AT 11.05am

<b>Resolution No. OM/01.2026/24</b>	
<b>Moved Cr O'Neil</b>	<b>Seconded Cr Hancock</b>
<b>That Council open the meeting to the public [at 11.05am].</b>	
CARRIED	
9/0	

**Item Number:** C.1 **File Number:** D25/125702

**SUBJECT HEADING:** 2025/26 CAPITAL WORKS BUDGET AMENDMENT - LIONS PARK IRRIGATION AND GROUNDS UPGRADES

**Officer's Title:** Project Officer - Capital Program Delivery

***Executive Summary:***

*Council adopted the 2025/26 Capital Works Budget with an allocation of \$236,823 for irrigation and grounds upgrades at Lions Park, Roma.*

*Following completion of detailed design work and the receipt of contractor pricing, an opportunity has been identified for Council to consider scope refinements aimed at improving the quality, performance and long-term sustainability of the park upgrades. These refinements have been informed by site conditions and learnings from recent park upgrade projects.*

*This report provides Council with the relevant background, options, risks, budget implications and timeframes to support consideration of the proposed scope refinements prior to entering into a construction commitment.*

**Resolution No. OM/01.2026/25**

**Moved Cr Brumpton**

**Seconded Cr Seawright**

**That Council:**

1. Approve an amendment to the 2025/26 Capital Works Budget to increase the allocation for WO25620 – Lions Park Irrigation and Grounds Upgrades to a total budget of \$330,000 (excluding GST), to include the following scope items:
  - increased topsoil depth to 100mm supporting improved turf establishment and long-term performance;
  - gypsum treatments to address existing heavy clay soil conditions;
  - drainage improvements and slope treatment, including works in the vicinity of shelter and cricket pitch;
  - upgrades to the irrigation system, including improved pump selection to enhance reliability and efficiency; and
  - turfing works, rather than seeding to reduce park downtime and improve the overall upgrade works.
2. Approve the reallocation of \$93,177 in savings from the Jackson Street (Roma) Kerb and Channel Project within the 2025/26 Capital Works Program to fund the additional scope outlined above.
3. Continue to work with the Lion's Club and look at options to help mitigate park closure impacts due to the upgrade works.

CARRIED

9/0

**Responsible Officer**

**Project Officer - Capital Program Delivery**

**Item Number:**

**C.2**

**File Number: D26/3376**

**SUBJECT HEADING:**

**LOT 91 ON M5356 - TRUSTEE LEASE**

**Officer's Title:**

**Coordinator - Property & Tenure Services**

***Executive Summary:***

*Consideration of a request to enter a Trustee Lease with Greybeard Investments Pty Ltd over Lot 91 on M5356, (known as Tuche's Reserve) for a term of five (5) years, for the purpose of grazing.*

Resolution No. OM/01.2026/26

Moved Cr Seawright

Seconded Cr Davis

That Council:

1. Agree to enter a five (5) year Trustee Lease with Greybeard Family Investments Pty Ltd over Lot 91 on M5356, for the purpose of grazing.
2. Permit the installation of a fence along the eastern boundary, ensuring access is maintained for any travelling stock and continued access to the formed road is preserved.
3. Advise that the road type parcel is still required for its intended purpose.
4. Authorise the Chief Executive Officer (or delegate) to sign documentation in relation to this decision.

CARRIED

9/0

Responsible Officer

Coordinator - Property & Tenure Services

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

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

**Name of each eligible councillor who voted on the matter:**

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

**How each eligible councillors voted:**

Each councillor voted in favour of the motion.

Item Number:

C.3

File Number: D26/1437

SUBJECT HEADING:

**TENDER AWARD 26011: DRFA PROGRAM - FLOOD RESTORATION WORKS - PAVEMENT RESTORATION AND RE-SEAL PACKAGE**

Officer's Title:

**Specialist - Flood Recovery**

***Executive Summary:***

*Council sustained significant damage to its road network during a declared disaster event over January – April 2024.*

*Council has provided several submissions to the Queensland Reconstruction Authority under the Disaster Recovery Funding Arrangements (DRFA) 2018. Approvals of these submissions have been progressively received since late 2024, with an estimated total restoration program in the order of \$75M.*

*To assist Council with the delivery of this program, a number of roadworks packages have been prepared for release to the open market. One of these packages is Tender 26011 – DRFA Program – Flood Restoration Works – Pavement Restoration and Re-Seal Package. All works in this package are on sealed roads.*

*This report provided a summary of Tender 26011 and requests Council approval to appoint a contractor to carry out delivery of the approved flood restoration culvert and floodway works.*

**Resolution No. OM/01.2026/27**

**Moved Cr Brumpton**

**Seconded Cr Davis**

**That Council:**

1. **Select Cooper McCullough Group Pty Ltd as the preferred tenderer for Tender 26011 – DRFA Program – Flood Restoration Works – Pavement Restoration and Re-Seal Package for a contract sum of \$1,499,029.82 (exclusive of GST).**
2. **Authorise the Chief Executive Officer (or delegate) to enter final negotiations with Cooper McCullough Group Pty Ltd and form a contract to carry out the works, if final terms are acceptable.**

**CARRIED**

**9/0**

**Responsible Officer**

**Specialist - Flood Recovery**

**Item Number:**

**C.4**

**File Number: D26/1436**

**SUBJECT HEADING:**

**TENDER AWARD 26010: DRFA PROGRAM – FLOOD RESTORATION WORKS – ROAD FURNITURE AND DRAINAGE PACKAGE.**

**Officer's Title:**

**Specialist - Flood Recovery**

***Executive Summary:***

*Council sustained significant damage to its road network during a declared disaster event over January – April 2024.*

*Council has provided a number of submissions to the Queensland Reconstruction Authority under the Disaster Recovery Funding Arrangements (DRFA) 2018. Approvals of these submissions have been progressively received since late 2024, with an estimated total restoration program in the order of \$75M.*

*To assist Council with the delivery of this program, a number of roadworks packages have been prepared for release to the open market. One of these packages is Tender 26010: DRFA Program – Flood Restoration Works – Road Furniture and Drainage Package.*

*This report provides a summary of Tender 26010 and requests Council approval to appoint a contractor to carry out delivery of the approved flood restoration road furniture and drainage works.*

**Resolution No. OM/01.2026/28**

**Moved Cr Vincent**

**Seconded Cr Davis**

**That Council:**

1. **Select HBS Earthmoving Pty Ltd as the preferred tenderer for Tender 26010: DRFA Program – Flood Restoration Works – Road Furniture and Drainage Package for a contract sum of \$891,347.29 (exclusive of GST).**
2. **Authorise the Chief Executive Officer (or delegate) to enter final negotiations with HBS Earthmoving Pty Ltd and form a contract to carry out the works, if final terms are acceptable.**

**CARRIED**

**9/0**

**Responsible Officer**

**Specialist - Flood Recovery**

Cr Flynn, having previously declared a prescribed conflict of interest in the following item left the meeting at 11.15am.

<b>Item Number:</b>	<b>C.5</b>	<b>File Number: D25/116092</b>
<b>SUBJECT HEADING:</b>	<b>2025/26 CAPITAL WORKS BUDGET AMENDMENT - BASSETT PARK ROMA - JOCKEY ROOM STAGE 2 - SAFE MOVEMENT &amp; ACCESS</b>	
<b>Location:</b>	Roma	
<b>Officer's Title:</b>	<b>Specialist - Building Projects Project Officer - Capital Program Delivery</b>	

**Executive Summary:**

*Refurbishment works to the jockey rooms, upstairs toilet, viewing deck and secretary's office at Bassett Park were completed in 2023. As part of the building certification process, it was identified that the existing balustrading and handrails to the stairs and deck areas did not comply with current requirements under the Queensland Building Act and Regulations and Australian Standard AS 1657.*

*To allow the refurbished facilities to be used, an interim Certificate of Occupancy was issued on the condition that the non-compliant balustrading and handrails would be upgraded. The project was subsequently staged to allow the primary refurbishment works to proceed, with the safe movement and access upgrades identified as a separate Stage 2 project. Council approved a budget allocation for these works as part of the 2025/26 Capital Works Program.*

*As the Stage 2 project progressed through detailed design and procurement, current market pricing for the finalised, compliance-driven scope was obtained. The pricing received exceeds the current approved budget allocation for the project.*

*This report is presented to Council to outline the background to the Stage 2 works, the updated cost position, and the funding options available to address the identified budget variance, to enable Council to consider the next steps in progressing the mandatory compliance works.*

**Resolution No. OM/01.2026/29**

**Moved Cr O'Neil**

**Seconded Cr Birkett**

**That Council:**

- 1. Amend the 2025/26 Capital Works Budget for Bassett Park Roma – Jockey Room Stage 2 – Safe Movement and Access to increase the total project budget to \$307,000 (excl. GST); and**
- 2. Source the additional funding of \$134,770 (excl. GST) from within the existing 2025/26 Capital Works Program allocation for Bassett Park, from project(s) where full project expenditure is not currently forecast to be incurred by 30 June 2026.**
- 3. Receive a briefing outlining the proposed imagery or silhouette elements to be incorporated into the new balustrading, prior to finalising detailed design and fabrication.**

CARRIED

8/0

**Responsible Officer**

**Specialist - Building Projects**



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

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

**Name of each eligible councillor who voted on the matter:**

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

**How each eligible councillors voted:**

Each councillor voted in favour of the motion.

At cessation of discussion and decision on the abovementioned item, Cr Flynn returned to the meeting at 11.18am.

<b>Item Number:</b>	<b>C.6</b>	<b>File Number: D26/4761</b>
<b>SUBJECT HEADING:</b>	<b>TENDER AWARD 25041: ARCADIA VALLEY ROAD UPGRADE</b>	
<b>Officer's Title:</b>	<b>Manager – Roads Strategy</b>	

**Executive Summary:**

*Council invited suitably qualified and experienced contractors to submit lump sum pricing for construction of four road curve upgrades on Arcadia Valley Rd as part of the broader Arcadia Valley Road Upgrade project, funded by the Australian Government and Santos.*

*Tender 25041 was originally released in May 2025, which was the upgrade of the first 2.2km of the road commencing from the Carnarvon Highway. Resident feedback was received in July 2025 – including on-site road inspections with a resident and resident meetings on 18 July 2025 – which resulted in an adjustment to the scope of works.*

*The revised scope – upgrade of four separate curves – was designed and released for pricing in December 2025 to the same group of companies who originally tendered in May 2025.*

*This report summaries the evaluation process and recommended tenderer for the curve upgrades, being the culmination of Tender 25041.*

**Resolution No. OM/01.2026/30**
**Moved Cr Birkett**
**Seconded Cr O'Neil**
**That Council:**

- 1. Select Cooper McCullough Group Pty Ltd as the preferred tenderer for Tender 25041 Arcadia Valley Road Upgrade project, for a contract sum of \$4,770,746.20 excluding GST.**
- 2. Authorise the Chief Executive Officer (or delegate) to enter into final negotiations with the tenderer, 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 budget, including but not limited to shoulder gravel re-sheeting and shoulder grading works.**
- 4. Notes the design for road widening in the steep range section of Arcadia Valley Road is ongoing and the remaining project budget will permit some upgrade to occur.**

**CARRIED**
**9/0**
**Responsible Officer**
**Manager – Roads Strategy**

## CLOSURE

There being no further business, the Mayor thanked Council for their attendance and declared the meeting closed at 11.22am.

**These Minutes are to be confirmed at the next Ordinary Meeting of Council to be held on 12 February 2026, at Roma Administration Centre.**