

NOTICE OF MEETING & AGENDA

Ordinary Meeting

Thursday 12 February 2026

Roma Administration Centre

NOTICE OF MEETING

Date: 5 February 2026

Mayor: Councillor W M Taylor

Deputy Mayor: Councillor C J O'Neil

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

Chief Executive Officer: Robert Hayward

Executive Management: Cameron Hoffmann – Deputy CEO – Strategic Roads,
Airports & Major Projects
Brett Exelby – Director Corporate Services
Seamus Batstone – Director Engineering
Jamie Gorry – Director Regional Development,
Environment and Planning

Attached is the agenda for the **Ordinary Meeting** to be held at the Roma Administration Centre on **12 February 2026 at 9:00 AM.**



Robert Hayward
Chief Executive Officer

TABLE OF CONTENTS

Item No	Subject	
1	Welcome	
2	Attendances	
3	Confirmation of Minutes	
	Ordinary 29 January 2026.....	3
4	Declaration of Conflicts of Interest	
5	On the Table	
6	Presentations/Petitions and Deputations	
7	Consideration of notices of business	
8	Consideration of notices of motion	
9	Reception of notices of motion for next meeting	

Reports

10	Office of the CEO	
10.1	Consideration of Elected Member Attendance - 2026 LGAQ Civic Leaders Summit.....	58
	Prepared by: Coordinator - Executive & Elected Member Support Services	
10.2	Proposed Adjustment to 2026 Meeting Schedule Date change for the 2nd ordinary meeting in March.....	61
	Prepared by: Coordinator - Executive & Elected Member Support Services	
11	Corporate Services	
11.1	Queensland Audit Office Final Management Letter 2024/25.....	65
	Prepared by: Manager - Financial Operations	
	Attachment : Final Management Report 2024-25.....	68
12	Engineering	
13	Regional Development, Environment & Planning	
13.1	Development Application - Material Change of Use - "Transport Depot" - 19 Silo Lane, Hodgson (Ref:2025/21596).....	77
	Prepared by: Planning Officer	

Attachment 1: Planning Assessment Report.....	91
Attachment 2: Proposal Plans.....	107

14 Strategic Roads, Airports & Major Projects

Confidential Items

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

C Confidential Items

C.1 Application for Permit to Occupy - Lot 15 CP EG 68

Classification: Closed Access

Local Government Regulation 2012 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.

Closure

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

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

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

BUSINESS

OFFICE OF THE CEO

Item Number: 10.1 **File Number:** D26/4781

SUBJECT HEADING: MONTHLY REPORT | ACTIONS FROM COUNCIL MEETINGS - NOVEMBER & DECEMBER 2025

Officer's Title: Coordinator - Executive & Elected Member Support Services

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:	
<ol style="list-style-type: none"> 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:	
<ol style="list-style-type: none"> 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:	
<ol style="list-style-type: none"> 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

Item Number: 11.5 **File Number:** D25/126551

SUBJECT HEADING: NATURE STRIP (FOOTPATH) / ROAD VERGE MOWING REBATE POLICY

Officer's Title: Coordinator - Rates and Utilities Billing Services

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.

Moved Cr Birkett **Seconded Cr [Called but not received]**

That Council:

1. Endorse Councils Nature Strip (Footpath) / Road Verge Mowing Rebate Policy as presented.
2. Implement the Water rebate program for residential properties in Roma, Mitchell, Surat, Wallumbilla, Yuleba, Jackson, Injune.

MOTION LAPSED

Resolution No. OM/01.2026/08

Moved Cr Vincent

Seconded Cr Davis

That Council:

1. Receive and note the report.
2. Does not adopt the Council's Nature Strip (Footpath) / Road Verge Mowing Rebate Policy as presented.

CARRIED

8/1

Responsible Officer

Coordinator - Rates and Utilities Billing Services

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

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

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

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

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

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

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

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
<p>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).</p>	
CARRIED	9/0

Responsible Officer	Project Officer - Capital Program Delivery
----------------------------	---

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

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

CARRIED

9/0

Responsible Officer	Planning Officer
----------------------------	-------------------------

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

<p>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.</p>	
(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.
<p>CARRIED 9/0 CARRIED 9/0</p>	

Responsible Officer	Planning Officer
----------------------------	-------------------------

Item Number: 13.4 **File Number:** D26/2360

SUBJECT HEADING: DEVELOPMENT APPLICATION- MATERIAL CHANGE OF USE "MUTIPLE 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:
- the development approval conditions;
 - any relevant provisions in the Planning Scheme and the Capricorn Municipal Development Guidelines;
 - any relevant Australian Standard that applies to that type of work; and
 - 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 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:
13.5
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

<p>'general environmental duty' to minimise the risk of causing environmental harm to adjoining premises.</p>	
(v)	<p>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.</p>
(vi)	<p>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.</p>
(vii)	<p>Refer to attached Adopted Infrastructure Charges Notice for infrastructure charges levied for the approved development.</p>
(viii)	<p>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.</p>
(ix)	<p>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.</p>
<p>CARRIED 9/0</p>	

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.

CARRIED

9/0

Responsible Officer

Planning Officer

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.

Moved Cr Davis

Seconded Cr Vincent

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

NO VOTE TAKEN

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

Declaration of Interest

Item	L.1
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.

Resolution No. OM/01.2026/20	
Moved Cr Davis	Seconded Cr Seawright
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.	
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.

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

Resolution No. OM/01.2026/22	
Moved Cr Davis	Seconded Cr Brumpton
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.	
CARRIED	8/0

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		
<p>In accordance with the provisions of section 254J(3) of the <i>Local Government Regulation 2012</i>, 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.</p> <p>In accordance with Section 254J(5) of the <i>Local Government Regulation 2012</i>, the following table provides:</p> <ul style="list-style-type: none"> • The matters to be discussed; • An overview of what is to be discussed while the meeting is closed. 		
Agenda Item	Matters to be discussed (Reasons to close the meeting under the <i>Local Government Regulation 2012</i>)	Overview
C.1 – 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.

<p>C.3 – Tender Award 26011:DRFA Program – Flood Restoration Works – Pavement Restoration and Re-Seal Package</p>	<p>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.</p>	<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>
<p>C.4 – Tender Award 26010: DRFA Program – Flood Restoration Works – Road Furniture and Drainage Package</p>	<p>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.</p>	<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>
<p>C.5 – 2025/26 Capital Works Budget Amendment –</p>	<p>Section 254J(3)(c) the local government’s budget.</p>	<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>

<p>Bassett Park Roma – Jockey Room Stage 2 – Safe Movement & Access</p>		<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>
<p>C.6 – Tender Award 25041: Arcadia Valley Road Upgrade</p>	<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>

		<p>This report summaries the evaluation process and recommended tenderer for the curve upgrades, being the culmination of Tender 25041.</p>
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

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

Item Number: C.5 **File Number:** D25/116092

SUBJECT HEADING: 2025/26 CAPITAL WORKS BUDGET AMENDMENT - BASSETT PARK ROMA - JOCKEY ROOM STAGE 2 - SAFE MOVEMENT & ACCESS

Location: Roma

Officer's Title: Specialist - Building Projects
Project Officer - Capital Program Delivery

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.

Item Number: C.6 **File Number:** D26/4761

SUBJECT HEADING: TENDER AWARD 25041: ARCADIA VALLEY ROAD UPGRADE

Officer's Title: Manager – Roads Strategy

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.

UNCONFIRMED

OFFICER REPORT

Meeting: Ordinary 12 February 2026

Date: 2 February 2026

Item Number: 10.1

File Number: D26/9563

SUBJECT HEADING: Consideration of Elected Member Attendance - 2026 LGAQ Civic Leaders Summit

Classification: Open Access

Officer's Title: Lead Officer - Elected Members & Community Engagement

Executive Summary:

Formalisation of elected member attendance at an upcoming conference as part of advocacy activities and/or enhancing strategy and policy development for Maranoa Regional Council.

Officer's Recommendation:

That Council:

1. Endorse the attendance of <insert name/s> at the LGAQ Civic Leaders Summit on 25 – 26 March in Brisbane.
2. Draw the required funds from attending individual Councillor Conference budgets.

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

For endorsement of Councillor attendance at the LGAQ Civic Leaders Summit.

Background (*Including any previous Council decisions*):

2026 LGAQ Civic Leaders Summit

The LGAQ Civic Leaders Summit is a unique event in local government in Australia which brings together Queensland mayors, deputy mayors, councillors, CEO's and senior officers.

The program contains valuable content, compelling guest speakers, sector experts and presentations from council leaders who will share their experiences and insights.

At the time of writing this report the draft program is still under development and not yet available.

The Mayor and Deputy Mayor have confirmed their interest in attending this upcoming industry summit.

Options Considered:

1. Attendance at this event
2. Nonattendance at this event

Recommendation:

That Council:

1. Endorse the attendance of <insert name/s> at the LGAQ Civic Leaders Summit on 25 – 26 March in Brisbane.
2. Draw the required funds from attending individual Councillor Conference budgets.

Risks:

Risk	Description of likelihood & consequences
Mitigated	The act requires that elected Councillor’s attendance at conferences and deputations be permitted by the local government. Unauthorised Councillor attendance at conferences could compromise insurance entitlements should circumstances arise that lead to the submission of an insurance claim.
Potential missed opportunity to represent the interests of Maranoa Regional Council	Through non-attendance at these key industry event. This is mitigated by attendance.

Policy and Legislative Compliance:

Expenses Reimbursement Policy (Councillors)

Budget / Funding (Current and future):

LGAQ Civic Leaders Summit

Item	Estimated Cost (per person)
Conference registration	\$990
Conference Networking Dinner	\$150
Accommodation	\$340 per person/night (2 nights \$680)
Incidentals estimate	\$150
Flights (return)	\$730
Total estimate	\$2,360

Timelines / Deadlines:

Attendances need to be endorsed prior to conference / meeting date.

Consultation (Internal / External):

Councillors of Maranoa Regional Council.

Strategic Asset Management Implications:

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

N/a

Acronyms:

Acronym	Description
LGAQ	Local Government Association of Queensland Ltd

Addition to Operational or Corporate Plan:

Plan Description	Yes / No
Operational	No
Corporate	No

Link to Corporate Plan:

Corporate Plan 2023-2028
Corporate Plan Pillar 4: Accountability
4.3 Leadership development program

Supporting Documentation:

Nil.

Report authorised by:

Chief Executive Officer

OFFICER REPORT

Meeting: Ordinary 12 February 2026

Date: 3 February 2026

Item Number: 10.2

File Number: D26/9997

SUBJECT HEADING: Proposed Adjustment to 2026 Meeting Schedule |
Date change for the 2nd ordinary meeting in
March

Classification: Open Access

Officer's Title: Lead Officer - Elected Members & Community
Engagement

Executive Summary:

Proposed amendment to the date of the second ordinary meeting in March 2026 to allow for Councillor attendance at the LGAQ Civic Leaders Summit in Brisbane on 25 – 26 March 2026.

Officer's Recommendation:

That Council:

1. Amend the second ordinary meeting date in March - from Thursday 26 March to Tuesday 24 March 2026, noting a commencement time of 9am.
 2. Publish the updated meeting schedule on Council's website reflecting this change.
-

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

Proposed amendment to the meeting date for the second ordinary meeting in March 2026.

This change is proposed to allow Councillors, should they wish, to attend the LGAQ Civic Leaders Summit in Brisbane on 25 – 26 March 2026.

Background (*Including any previous Council decisions*):

Council set the meeting dates and times for the ordinary meetings for 2026 – at its ordinary meeting on 13 November 2025.

At that meeting, Council resolved:

That Council:

1. Adopt the ordinary meeting schedule as presented.
2. Hold all ordinary meetings and briefings at Council's Roma Administration Centre.

Maranoa Regional Council

Ordinary Meeting - 12 February 2026

3. Commence ordinary meetings at 9.00am (unless approved otherwise in the attached schedule or in line with point 5).
4. Subject to need, continue to hold Councillor briefings generally on the 1st and 3rd Wednesday of each month and on the 2nd and 4th Wednesday (including an agenda familiarisation segment), commencing at 8:30am or 9am (subject to need and), concluding at 4:00pm - unless otherwise informally agreed.
5. **Formally approve any future changes to the ordinary meeting schedule.**
6. Subject to informal agreement, update and add to the briefing schedule as required.

Below is the current meeting schedule for the month of March 2026 –

March	OM04-12.03.26 Thursday	Ordinary	Council Chambers Roma Office	9am
	OM05-26.03.26 Thursday	Ordinary	Council Chambers Roma Office	9am

When the 2026 ordinary meeting schedule was adopted by Council, the date of the 2026 LGAQ Civic Leaders Summit had not been announced.

With the dates confirmed, the Mayor and Deputy Mayor have advised of their interest in attending the 2026 LGAQ Civic Leaders Summit. It is proposed that the second ordinary meeting in March be moved from Thursday 26 March to Tuesday 24 March.

This change will allow Councillors to attend the Civic Leaders Summit and for all Councillors to be present on the proposed updated ordinary meeting date. No changes are proposed to the meeting commencement time of 9am.

No other changes to the remainder of the schedule are proposed.

Recommendation:

That Council:

1. Amend the second ordinary meeting date in March - from Thursday 26 March to Tuesday 24 March 2026, noting a commencement time of 9am.
2. Publish the updated meeting schedule on Council's website reflecting this change.

Risks:

Risk	Description of likelihood & consequences
Mitigated	The proposed ordinary meeting schedule meets legislative requirements.

Policy and Legislative Compliance:

Local Government Regulation 2012-

257 Frequency and place of meetings

- (1) A local government must meet at least once in each month.
- (2) However, the Minister may, after written application by a local government, vary the requirement under subsection (1) for the local government.
- (3) All meetings of a local government are to be held—
 - (a) at 1 of the local government’s public offices; or
 - (b) for a particular meeting—at another place fixed by the local government, by resolution, for the meeting.

Budget / Funding (*Current and future*):

N/a.

Timelines / Deadlines:

Council would need to formally approve any meeting schedule amendments ahead of the respective meeting proposed to be adjusted.

Consultation (*Internal / External*):

Mayor and Councillors of Maranoa Regional Council

Strategic Asset Management Implications:

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

N/a

Acronyms:

N/a

Addition to Operational or Corporate Plan:

Plan Description	Yes / No
Operational	No
Corporate	No

Link to Corporate Plan:

Corporate Plan 2023-2028

Corporate Plan Pillar 4: Accountability

4.5 Good governance framework

Supporting Documentation:

Nil.

Report authorised by:

Chief Executive Officer

OFFICER REPORT

Meeting: Ordinary 12 February 2026

Date: 27 January 2026

Item Number: 11.1

File Number: D26/7216

SUBJECT HEADING: Queensland Audit Office Final Management Letter 2024/25

Classification: Open Access

Officer's Title: Manager - Financial Operations

Executive Summary:

The 2024/25 financial audit was completed by the Queensland Audit Office (QAO) in October 2025 with the auditor-general's observation report, about the annual audit of a Council's financial statements, including observations and suggestions, being received later that same month. In accordance with the Local Government Regulation 2012, this Final Management Report from the Queensland Auditor-General is required to be presented to Council.

Officer's Recommendation:

That Council receive and note the Queensland Auditor-General's Final Management Report on the 2024/25 Financial Statements.

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

In accordance with section 213 of the *Local Government Regulation 2012*, a copy of the Auditor-General's observation report (Final Management Report) must be presented to Council.

Background (*Including any previous Council decisions*):

An unmodified opinion on the Financial Statements for 2024/25 was issued by the Queensland Auditor-General on 16 October 2025.

The QAO Final Management Report for 2024/25 was then later issued on 23 October 2025 and was presented to the Audit and Risk Committee at its meeting on 8 December 2025.

Options Considered:

Not applicable

Recommendation:

That Council receive and note the Queensland Auditor-General's Final Management Report on the 2024/25 Financial Statements.

Risks:

Risk	Description of likelihood & consequences
Compliance with <i>Local Government Regulation 2012</i>	The presentation of the Final Management Report is in accordance with the Regulation.

Policy and Legislative Compliance:

Section 213 of the *Local Government Regulation 2012*

Budget / Funding (Current and future):

Nil

Timelines / Deadlines:

Due to administrative oversight, the QAO Final Management Report for 2024/25 was not presented to Council at the ordinary meeting immediately following receipt, as required under section 213 of the *Local Government Regulation 2012*.

The report is now presented to Council at this meeting to address the statutory requirement and for formal noting.

The QAO Final Management Report for 2024/25 was presented to the Audit & Risk Committee at its next available meeting following receipt on 8 December 2025.

Consultation (Internal / External):

Queensland Audit Office
Pitcher Partners (QAO Contract Auditor)
Audit & Risk Committee

Strategic Asset Management Implications:

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

Nil

Acronyms:

Acronym	Description
QAO	Queensland Audit Office

Addition to Operational or Corporate Plan:

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

Link to Corporate Plan:

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

Supporting Documentation:

[1](#) Final Management Report 2024-25

D25/109105

Report authorised by:

Chief Financial Officer
Director - Corporate Services



2025 FINAL MANAGEMENT REPORT

Maranoa Regional Council

23 October 2025

OFFICIAL



Cr Wendy Taylor
Mayor
Maranoa Regional Council

Dear Mayor Taylor

Final management report for Maranoa Regional Council

We have completed our 2025 financial audit for Maranoa Regional Council. QAO has issued an unmodified audit opinion on your financial statements.

The purpose of this report is to update you on any matters that have arisen since our interim report was issued to you on 30 May 2025.

Reporting on issues identified after the closing report

I can confirm that we have not identified significant issues since our interim report was issued to you. The issues and other matters we have formally reported to management and an update on management's actions taken to resolve these issues is included as Appendix A.

Please note that under section 213 of the Local Government Regulation 2012, you must present a copy of this report at your council's next ordinary meeting.

Report to parliament

Each year, we report the results of all financial audits and significant issues to parliament.

We intend to include the results of our audit of your entity in our report to parliament Local Government 2025. We will comment on the results of our audit, any significant internal control issues, and the overall results for the local government sector, including major transactions and events. We will discuss the proposed report content with your entity contact and continue to consult as we draft it. Formally, entities have an opportunity to comment on our report, and for these comments to be included in the final version tabled in parliament.

Audit fee

The final audit fee for this year is \$129,000, exclusive of GST and separately agreed fees for specific grant acquittal audits. This fee is in line with the fee estimated in our external audit plan.

We would like to thank you and your staff for your engagement in the audit this year and look forward to working with your team again next year.

If you have any questions about this report or would like to discuss any matters regarding our services and engagement, please do not hesitate to contact me on 07 3222 8341 or the engagement manager Clayton Russell on 07 3222 8304.

Yours sincerely

Dan Colwell
Partner

cc: Mr Rob Hayward, Chief Executive Officer
Mr Will Fellowes, Chair of the Audit Committee

OFFICIAL

2025 Final management report

Appendix A1 – Status of issues

Internal control issues

This section provides an update on the control deficiencies and other matters we have identified since our interim report. It includes responses from management.

Our risk ratings are as follows. For more information and detail on our rating definitions, please see the webpage here: www.qao.qld.gov.au/information-internal-controls or scan the QR code.



D Deficiencies

25CR-1 – Insufficient documentation supporting procurement decision

Observation

A council resolution awarded a contract to a local contractor who did not receive the higher tender evaluation score. We note the pricing element of the tender evaluation score had already been adjusted for Council's local preference star rating. Council's procurement policy permits Council to consider additional factors when conducting its procurement activities where price, performance, quality, suitability and other evaluation criteria are comparable, including:

- Creation of local employment opportunities;
- Economic growth within the local area; and
- Readily available servicing support

Council officers are also permitted to exercise reasonable discretion to take into account the priority of the sound contracting principles when evaluating tender results.

It is noted that the officer's report to Council on this tender acknowledged the competitive (albeit lower) score of the local tenderer, and included a draft resolution should Council resolve to appoint the local tenderer over the highest scoring tender.

There is no audit trail supporting the considerations made by Council in arriving at the final resolution to appoint the local tenderer.

It is further noted that conflict of interest declarations were not obtained for the tender evaluation panel members involved in this tender. No such conflicts were identified as a result of audit procedures performed.

Implication

Council does not have an audit trail sufficient to demonstrate transparency and defensibility of its decision in awarding this contract, and its compliance with its procurement policy and the *Local Government Act 2009*.

QAO recommendation

It is recommended that:

- Council review and document the basis on which the contract was awarded, and re-evaluate whether the award of the contract is in accordance with Council's procurement policy. Such review should encompass consideration of the independence of the tender evaluation panel members (i.e. completion of conflict checks).

OFFICIAL

2025 Final management report

Appendix A1 – Status of issues (cont'd)

- An internal procedure be developed to ensure that any decisions involving substantial judgement (i.e. awarding of contracts to local suppliers who do not achieve the highest local-price adjusted tender evaluation score) are appropriately documented. Council may consider including additional guidance within the procurement policy where additional factors or reasonable discretion are the decisive factors in decision making.
- The wording of resolutions be refined to include the reason for approval and the standard resolution template be modified in instances where the approval is not solely based on an officer's recommendation to award the contract to the highest scoring tenderer.
- Council mandate the completion of conflict of interest declarations by tender evaluation panel members for all tenders.

Management response

Council acknowledges the finding and agrees that clearer documentation of procurement decisions and related conflict-of-interest declarations is required to ensure transparency and compliance with both legislative and policy requirements.

As part of the actions arising from the 2025 Procurement Internal Audit, Council has already commenced a full review of procurement documentation standards. This includes the development of detailed Tender Evaluation and Decision Documentation Guidelines, which will formalise requirements for recording evaluation outcomes, documenting justifications for decisions, and ensuring the consistent completion and retention of all COI declarations for panel members and contractors.

Council will also update its Council Report Template to require inclusion of the rationale where the recommended supplier differs from the highest-scoring tenderer, referencing the applicable sound contracting principles.

Targeted training on the revised procedures will be rolled out across all departments involved in procurement to reinforce these requirements and promote consistency.

Responsible officer

Manager procurement and contracts

Status

Work in progress

Action date

30 June 2026

25CR-2 Supplier performance monitoring

Observation

Audit testing completed over major contracts indicates that Council currently has inadequate procedures in place for supplier performance monitoring.

Implication

From a financial reporting perspective, the absence of consistent supplier performance monitoring and incomplete documentation can lead to inaccurate recording of project costs, progress payments, and actual expenditures. This compromises the reliability of financial statements and may result in non-compliance with accounting standards, particularly in areas such as commitments. Furthermore, poor visibility over contractor performance may contribute to budget overruns and misallocation of funds. Operational inefficiencies may also arise due to delays in project delivery and inadequate supplier performance, ultimately affecting service quality and value for money.

OFFICIAL

2025 Final management report

Appendix A1 – Status of issues (cont'd)

QAO recommendation

It is recommended that Council implement a consistent procedure and performance evaluation framework (including defined KPIs) for contractor performance monitoring and evaluation. It is further recommended that timely reporting on major projects be provided to Council or a sub-committee of Council as an output of this process.

Management response

Council acknowledges the need for a consistent framework to evaluate and monitor supplier performance. Building on actions already initiated through the internal procurement audit, a Supplier Performance Evaluation Framework will be developed and embedded within the VendorPanel Contract Management System. The framework will include standardised performance criteria and key performance indicators (KPIs) tailored to contract type, supported by periodic review templates. Reports on supplier performance and contract compliance will be generated quarterly and presented to relevant directors and the Audit Committee to enhance oversight.

In parallel, Council will provide training to contract managers and procurement staff to ensure that evaluations are conducted consistently and that findings are appropriately recorded and acted upon.

Responsible officer

Manager procurement and contracts

Status

Work in progress

Action date

30 June 2026

Other matters

25CR-3 Contract register limitations

Observation

The current contracts register presents challenges in generating an audit trail for all projects and in supporting contractor performance monitoring. It lacks comprehensive detail across key stages of procurement and contract management, including project status, progress billings and actual expenditure to date.

Implication

Lack of an audit trail in the contracts register increases the risk of undetected errors or fraudulent activity, while poor visibility over contract status may lead to challenges in budget management and allocation of funds.

QAO recommendation

It is recommended that Council consider enhancements to the contract register to support the oversight and monitoring functions and improve the procurement audit trail.

Management response

Council agrees with the recommendation and is already progressing system integration and data governance improvements to address this issue. The Authority Procurement Module and VendorPanel Contract Management System are being integrated to create a single, consolidated contract register that will serve as the authoritative source of contract information.

The integrated system will support enhanced data validation, version control, and reporting functionality. Monthly exception reports will be developed to identify incomplete or inconsistent contract data, enabling proactive monitoring and reconciliation by the Procurement Team.

OFFICIAL

2025 Final management report

Appendix A1 – Status of issues (cont'd)

Responsibilities for maintaining contract data accuracy will be clearly defined within updated work procedures, ensuring accountability across directorates. This enhancement will significantly improve visibility of contract status, financial exposure, and supplier performance.

Responsible officer

Manager procurement and contracts

Status

Work in progress

Action date

30 June 2026

OFFICIAL

2025 Final management report

Appendix A2 – Matters previously reported

The following table summarises all control deficiencies, financial reporting issues, and other matters that have previously been raised and were not reported as resolved in the interim report. The listing includes issues from our interim report and those issues raised in prior years.

Our risk ratings are as follows. For more information and detail on our rating definitions, please see the webpage here: www.gao.qld.gov.au/information-internal-controls or scan the QR code.



Internal control issues

Ref.	Rating	Issue	Status and comment
19IR-1	D	<p>Asset capitalisation processes</p> <p>In previous years, we have identified a number of projects which had reached practical completion prior to year-end but had not yet been capitalised.</p>	<p>Status: Work in Progress</p> <p>Management continues to work through the process of finalising and capitalising completed WIP projects. The balance of stale WIP has reduced significantly since 30 June 2024. The balance of stale WIP as at 30 June 2025 was \$2.978m.</p> <p>The rating has been downgraded from a significant deficiency to a deficiency, reflecting the substantial progress achieved and process improvements implemented by management to date.</p> <p>Revised action date: 30 June 2026</p>
23IR-1	D	<p>Timing of purchase order approvals</p> <p>We observed a number of instances where purchase requisitions were raised and approved after the date of the related invoice. It was however noted that approval is required for all transactions before payment can be processed.</p>	<p>Status: Work in Progress</p> <p>Council have reviewed and adopted the procurement policy in May 2025. The policy stipulates that purchase orders must be raised prior to purchasing occurring.</p> <p>Management has implemented a plan to address this issue sustainably moving forward, and the deficiency will be re-evaluated through planned testing of procurement controls in the 2025-26 audit process.</p> <p>Revised action date: 30 June 2026</p>
24CR-2	D	<p>Council does not have an ex-gratia and special payments policy</p> <p>It was noted that Council did not have an ex-gratia and special payments policy in place.</p>	<p>Status: Resolved</p> <p>Council's Ex-gratia (special) payments policy was adopted on 6 June 2025.</p>
24CR-3	D	<p>Grant classification assessment and contract balance calculations</p> <p>There is currently no documented review of the initial accounting classification assessment for grant funding received. Further, it is noted that there is no formal review process in place for year-end contract asset and contract liability calculations.</p>	<p>Status: Work in Progress</p> <p>Recommendations were not implemented in time for the 2024-25 audit. Management plans to implement a centralised grant classification and revenue/contract balance computation workbook for the 2025-26 audit.</p> <p>Revised action date: 30 June 2026</p>

OFFICIAL

2025 Final management report

Appendix A2 – Matters previously reported (cont'd)

Ref.	Rating	Issue	Status and comment
24IR-2	O	<p>Maturity of procurement and contract management processes</p> <p>Council are aware of the QAO's procure-to-pay maturity model, but have not yet applied it to Council's procurement and contract management process.</p>	<p>Status: Work in Progress</p> <p>Management have not yet assessed this model, but plans to do so when resourcing allows.</p> <p>Noting the control deficiencies identified within the procurement cycle in the current year audit process, completion of the procure-to-pay model may highlight further action items for consideration in addressing the recommendations made for these deficiencies.</p> <p>Revised action date: 30 June 2026</p>
24CR-4	M	<p>Comprehensive valuation review processes</p> <p>Errors identified within the June 2024 comprehensive valuations of infrastructure assets collectively indicated that Council's review processes over the valuation methodology and output may not be sufficiently robust so as to ensure the valuations are free from material error, and are sufficient to meet Council's requirements for financial reporting and asset management purposes.</p>	<p>Status: Work in Progress</p> <p>Issues identified within the 2024-25 audit of asset valuations indicate that while some progress has been made towards implementation of the recommendations made, further steps are required to achieve full resolution of the deficiency.</p> <p>Revised action date: 30 June 2026</p>
18IR-4	M	<p>Accounting for write-offs on asset capitalisation</p> <p>In prior years we have identified a number of inconsistencies/errors in Council's processes for recording write-offs of infrastructure assets on capitalisation of renewal/upgrade projects.</p>	<p>Status: Work in Progress</p> <p>Similar inconsistencies/errors were identified through write-offs testing completed in the current year.</p> <p>Revised action date: 30 June 2026</p>



qao.qld.gov.au/reports-resources/reports-parliament



Suggest an audit topic

Contribute to an audit in progress

Subscribe to news and our blog

Connect with QAO on LinkedIn

Megan Manuel
Queensland Audit Office
T: (07) 3149 6122
E: Megan.Manuel@qao.qld.gov.au

Dan Colwell
Pitcher Partners
T: (07) 3222 8341
E: DColwell@pitcherpartners.com.au

T: (07) 3149 6000
E: qao@qao.qld.gov.au
W: www.qao.qld.gov.au
53 Albert Street, Brisbane Qld 4000
PO Box 15396, City East Qld 4002



PLANNING & BUILDING DEVELOPMENT REPORT

Meeting: Ordinary 12 February 2026

Date: 29 January 2026

Item Number: 13.1

File Number: D26/8485

SUBJECT HEADING: Development Application - Material Change of Use - "Transport Depot" - 19 Silo Lane, Hodgson (Ref:2025/21596)

Classification: Open Access

Officer's Title: Planning Officer

Executive Summary:

Riley and Sara Schreiber owners of Schreiber Contracting have submitted a development application for a Material Change of Use for a "Transport Depot". The proposal is located at 19 Silo Lane, Hodgson properly described as Lot 12 on H1495. 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 2025 ('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 submission 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 conditioned to achieve compliance.

Officer's Recommendation:

The development application for a Material Change of Use – "Transport Depot" located at 19 Silo Lane, Hodgson, described as Lot 12 on H1495, be approved subject to the listed conditions and general advice.

Development details

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

Use

2. The approved development is for the storage of Harvesting and Farm Equipment as shown on the approved plans and documents.
3. The use is limited to the storage, servicing and maintenance of:
 - 1 x Prime Mover/Trailer
 - 3 x Headers/Harvesters

- 2 x Canola Attachments; and
 - 3 x Combs
4. All equipment is to be stored within the approved shed. No external storage of equipment and machinery is permitted.

Compliance inspection

5. 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.
6. Prior to the commencement of use, the applicant shall contact Council to arrange a development compliance inspection.

Approved plans and documents

7. 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
	Shed Layout	
2025-0083-OMB-04-01 SHEET 01 REV P2	Site Plan	20.10.2025
2025-0083-OMB-04-02 SHEET 02REV P2	Vehicle Paths 1	20.10.2025
2025-0083-OMB-04-03 SHEET 03 REV P2	Vehicle Paths 2	20.10.2025
CMDG-R-040 REV G	Rural Property Access	09.2025
Schre044820/03 REV 00	Elevations 1	11.07.2025
Schre044820/04 REV 00	Elevations 2	11.07.2025
Schre044820/05 REV 00	Floor Plan	11.07.2025

Development works

8. 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.
9. 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).

Applicable standards

10. 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

11. 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

12. 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.
13. 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.
14. 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.

15. 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.

16. 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.

Refuse storage and collection

17. At all times while use continues, waste containers shall be provided on the site and maintained in a clean and tidy state and shall be emptied and the waste removed from the site on a regular basis. All waste containers are to be shielded from the view of travelling public on adjoining roadways and from neighbouring properties.
18. Convenient access to the bulk refuse storage areas must be provided at all times for service vehicles.
19. Refuse collection from the site must not occur before 7:00am or after 6:00 pm, or on Sundays or public holidays.

Access

20. Vehicle access to and from the development site shall be provided from Silo Lane generally in the location shown on approved drawing 2025-0083-OMB-04-01-Shet 01- Rev P2, Site Plan. The vehicle crossover is to be constructed generally in accordance with CMDG Drawing - CMDG-R-040 Rev G, dated 09/2025 and must be designed to cater for the maximum vehicle size accessing the site, ensuring no damage to the roadway. The grade of the vehicle crossover must not exceed the specifications of the CMDG.
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. All internal access roads are to be constructed of a dust suppressive all-weather gravel surface.

Parking

23. Car parking spaces are to be provided within the development site area. 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 parking and manoeuvring areas are to be constructed of a dust suppressive all-weather gravel surface (minimum standard).

Services

31. The approved development must be provided with an adequate supply of potable water to service the use, including sufficient water supply for dust suppression and sufficient water supply for firefighting purposes, in the form of an approved water allocation or onsite water storage.
32. Connection of the development site to any on-site effluent disposal system is to be in accordance with AS/NZS 1547:2012.
33. 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.

34. All services installation, including sewer, water, electricity and telecommunications connections to the respective networks (where applicable), 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.

Signage

36. 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.
37. Any advertising signage associated with the approved use must be fully contained within the development site boundaries and must not encroach into adjoining properties or roads.

Stormwater and drainage

38. Stormwater runoff from roofs and impervious surfaces is to be collected internally and discharged in accordance with the CMDG D-5 ‘Stormwater Drainage Design’.
39. Stormwater must not be discharged to adjoining properties and must not pond on the property being developed, or adjoining properties during the development process or after the development has been completed.
40. There must be no increases in any silt loads or contaminants in any overland flow from the property being developed during the development process and after the development has been completed.
41. The stormwater disposal system must be designed to include appropriate pollution control devices or methods to ensure no contamination or silting of creeks or other waterways.

Construction activities and erosion control

42. During the course of any construction activities, soil erosion and sediment must be managed in accordance with CMDG Design Guidelines D-7 ‘Erosion Control and Stormwater Management’.
43. If there is a possibility of erosion or silt or other materials being washed off the property during the development process or after the development is completed, the developer must document and implement a management plan that prevents this from occurring.
44. Stockpiles of topsoil, sand, aggregate, spoil, or other material capable of being moved by the action of running water shall be stored clear of drainage paths and be prevented from entering the road and/or drainage system.

45. Should it be necessary for the road and/or drainage system to be reinstated or cleaned up due to erosion and/or sedimentation from the site, then such works shall be at no cost to Council. Such works shall be undertaken immediately.

Operating hours

46. Routine operations (excluding seasonal peak harvesting operations) including servicing and maintenance activities are restricted to 6:00am–6:00pm.

Deliveries

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

No cost to Council

48. Services and infrastructure required in connection with the establishment of the approved development must be provided at the developer's cost.
49. 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.
50. 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

51. 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

52. 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 –
 - “**Transport Depot**” means the use of premises for:
 - a) *Storing vehicles, or machinery, that are used for a commercial or public purpose; or*
 - b) *Cleaning, repairing, or servicing vehicles or machinery, if the use is ancillary to the use in paragraph (a).*
 - e) The *Environmental Protection Act 1994* states that a person must not carry out any activity that causes, or is likely to cause, environmental harm unless the person takes all reasonable and practicable measures to prevent or minimise the harm. Environmental harm includes environmental nuisance. In this regard, persons and entities involved in the operation of the approved development are to adhere to their 'general environmental duty' to minimise the risk of causing environmental harm to adjoining premises.
 - f) The land use rating category may change upon commencement of any new use on the approved lot(s). Council's current Revenue Statement, which includes the minimum general rate levy for the approved use/s, can be viewed on the Council Website: www.maranoa.qld.gov.au.
 - g) All Aboriginal Cultural Heritage in Queensland is protected under the *Aboriginal Cultural Heritage Act 2003* and penalty provisions apply for any unauthorised harm. Under the legislation a person carrying out an activity must take all reasonable and practicable measures to ensure the activity does not harm Aboriginal Cultural Heritage. This applies whether or not such places are recorded in an official register and whether or not they are located in, on or under private land. The developer is responsible for implementing reasonable and practical measures to ensure the Cultural Heritage Duty of Care Guidelines are met and for obtaining any clearances required from the responsible entity.
 - h) It is the responsibility of the developer to obtain all necessary permits and submit all necessary plans and policies to the relevant authorities for the approved use.
 - i) An operational works application will be required to be submitted to and approved by Council for any cut and/or filling works that exceed 100m³.
 - j) All persons involved in the development, operation or use of the site have an obligation to take all reasonable and practical measures to prevent or minimise any biosecurity risk under the *Biosecurity Act 2014*.
-

- k) Refer to attached Adopted Infrastructure Charges Notice for infrastructure charges levied for the approved development.
- l) In completing an assessment of the proposed development, Council has relied on the information submitted in support of the development application as true and correct. Any change to the approved plans and documents may require a new or changed development approval. It is recommended to contact Council for advice in the event of any potential change in circumstances.

Context:

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

Background:

Proposal

The application is a Development Permit for a Material Change of Use – “Transport Depot.” Proposing to erect a **648m²** shed with a height of **7m**, the site will also feature a hardstand circulation road, rainwater tanks, and landscaping. The site’s intended use is to store and maintain machinery used within the applicant’s contract harvesting business. The proposed site plan is included as Figure 1.

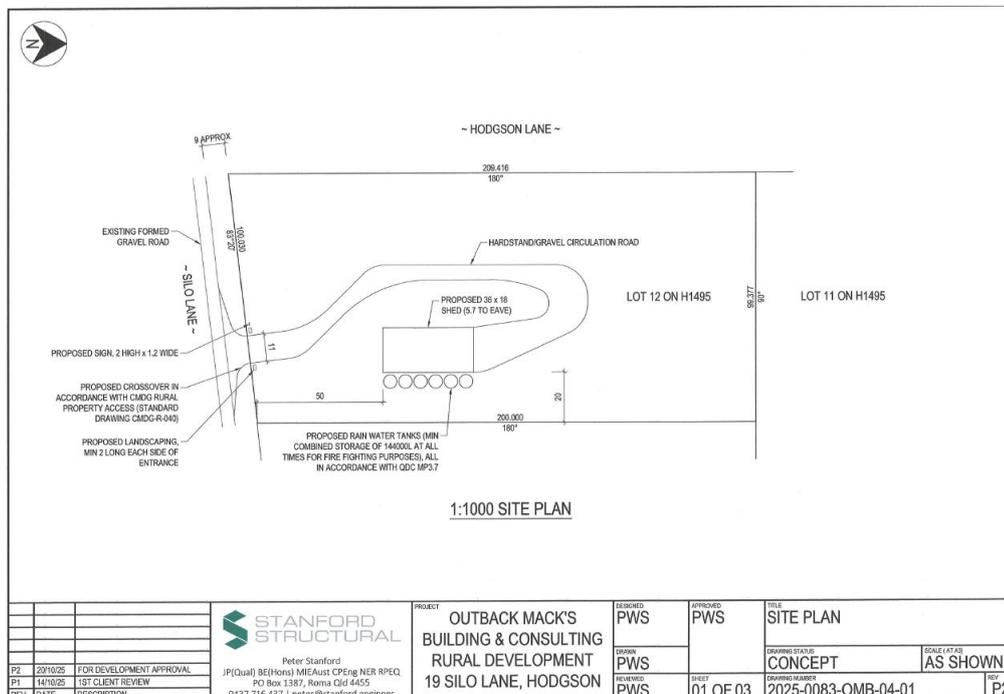


Figure 1: Site Plan (Source: Stanford Structural)

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

Options Considered:

N/A

Recommendation:

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

- the location of the site within a rural setting characterised by existing agricultural and transport infrastructure, including the Hodgson grain silos, an adjoining railway corridor and proximity to the Warrego Highway;
- the ancillary nature of the proposed use to surrounding agricultural activities, specifically its role in supporting a locally based contract harvesting business;
- the limited scale, intensity and seasonal nature of the operation, which does not result in permanent alienation of rural land;
- the ability to effectively manage amenity impacts, including noise, lighting, dust, traffic and operating hours, through conditions of approval; and
- the compatibility of the proposed development with the existing character and land use pattern of the locality.

It is recommended that Council endorse the Officer’s recommendation to approve the Material Change of Use application for a “Transport Depot” on the site, subject to reasonable and relevant conditions.

Risks:

Risk	Description of likelihood & consequences
See below	

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

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

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

Policy and Legislative Compliance:

The proposal constitutes a Material Change of Use as defined in the Planning Act 2016 as *"the establishment of a new use on the premises"*

The proposed development is identified as a "Transport Depot" in the *Maranoa Planning Scheme 2017* (the 'Planning Scheme')

"Transport Depot" means the use of premises for:

- c) Storing vehicles, or machinery, that are used for a commercial or public purpose; or

- d) Cleaning, repairing, or servicing vehicles or machinery, if the use is ancillary to the use in paragraph (a).

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

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

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

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

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

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

Budget / Funding:

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

Timelines / Deadlines:

Timelines

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

Deadlines

The applicant submitted the Notice of Compliance for Public Notification on 21 January 2026.

In accordance with the Development Assessment Rules, Council's Decision-Making Period ends on 13 March 2026.

Consultation:

Public Notification

The development application was publicly notified between 5 December 2025 and 21 January 2026. The applicant published a notice in the Maranoa Today on 5 December 2025, placed a notice on the frontage of the site on 3 December 2025 and notified the adjoining landowners on 3 December 2025.

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

One (1) properly made submission was made in relation to the development application. The matters raised in the submission and the assessment response are detailed in the table below.

Matters Raised	Response
The submitter raises concerns regarding the conflict with the proposed use and the Rural Residential Zone	The subject premises are situated within the Rural Zone under the Maranoa Planning Scheme and have been assessed against all applicable codes including the Rural Zone Code. While the applicant proposes non-rural use, the proposal supports a contract harvesting business and is considered ancillary to surrounding agricultural activities. The site adjoins the Hodgson Grain Silos and a rail corridor, enabling the use to be considered compatible

	with and complementary to the established rural development in the locality.
The submitter raises concerns regarding amenity impacts – noise, light, dust, and vibration to the adjoining residence (36 Hodgson Lane North)	The development site is located in the Hodgson area that features existing rural and transport infrastructure, including the Western Rail Corridor, the Warrego Highway, grain handling activities, and other rural activities. Potential impacts to the amenity can be managed through conditions relating to operating hours, noise, lighting, and dust control.
The submitter raises concerns regarding Traffic and Road Safety	The development will utilise existing lawful access via Silo Lane, which is in close proximity to the Warrego Highway. The site access is located on a no-through road, and the short distance between the access point and the adjoining road network results in a low-speed operating environment for heavy vehicles prior to entering the broader road network. The surrounding road network currently accommodates similar heavy vehicle types. Due to the seasonal nature of the harvesting business, vehicle movements to and from the site will be limited and intermittent. Conditions of approval will be imposed to ensure that site access and on-site maneuvering areas are designed and constructed to an appropriate standard to maintain safe and efficient vehicle movements.
The submitter raises concerns regarding Visual Impact and Rural Character	The proposed shed is not out of character with the nearby grain silo infrastructure. Due to the proximity of the nearby silos and rail corridor, the development is not considered to result in unacceptable visual impact nor result in the loss of rural character.
The submitter raises concerns regarding Environmental and Health Impacts – air pollution, dust, and water contamination	The proposal includes the construction of a shed to support an existing contract harvesting business and does not involve intensive processing or permanent land alienation. Conditions can be applied to ensure environmental impacts are managed.
The submitter raises concerns regarding Insufficient Mitigation or Documentation	Upon assessment of the application, it has been determined that the scale and

	nature of the proposal do not warrant specialist technical studies and impacts can be adequately managed through reasonable and relevant conditions. Simultaneously the State Assessment and Referral Agency (SARA) required no further information from the applicant to determine the impact of the proposal on the adjoining State Transport Corridor.
--	---

External

The application required referral to SARA due to the proximity of the site to the Railway Corridor. The application was properly referred to on 3 November 2025 and SARA's response imposing no requirements on the development, was issued on 19 November 2025.

Acronyms:

Acronym	Description
SARA	State Assessment and Referral Agency

Link to Corporate Plan:

Corporate Plan 2023-2028

Corporate Plan Pillar 1: Prosperity

1.5 Sustainable urban and industrial development

Supporting Documentation:

1 [↓](#) Planning Assessment Report

D26/10000

2 [↓](#) Proposal Plans

D25/107564

Report authorised by:

Coordinator - Building & Planning

Director - Regional Development, Environment & Planning

Planning Assessment Report - 2025/21596

Application Number:	2025/21596
Proposal:	Material Change of Use – “Transport Depot”
Applicant:	Ryley and Sara Schreiber (Schreiber Contracting)
Street Address:	19 Silo Lane, Hodgson
Real Property Description:	Lot 12 on H1495
Officer	Planning Officer

Proposed Land Use

Ryley and Sara Schreiber of Schreiber Contracting have submitted an application for a Transport Depot located at 19 Silo Lane, Hodgson, properly described as Lot 12 on H1495. The application proposes the construction of a shed to store and service machinery for a local harvesting contractor (Schreiber Contracting).

Details of Proposed Development

The application is a Development Permit for a Material Change of Use – “Transport Depot”. The site is proposed to be used as a storage and maintenance facility for the applicant’s harvesting contractor business. The development site is located adjacent to the applicant’s current residence and will operate between 6:00am to 6:00pm Monday-Sunday in response to the seasonal operation of the contract harvesting work. Submitted proposal plans include the construction of a **648m²** shed with a height of **7.4m** with the proposed size being necessary to store harvesters, combs, trucks and trailers. Additionally, the site will include a hardstand circulation road, rainwater tanks and landscaping.

The below Figure 1 show the proposed site plan for the development, while the Figure 2 highlights the proposed layout of the shed.

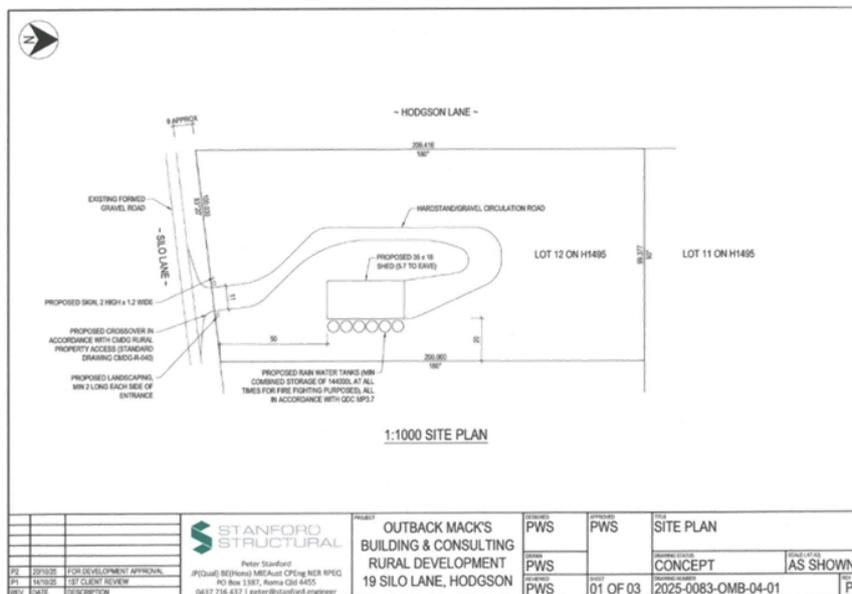


Figure 1: Site Plan (Source: Standford Structural)

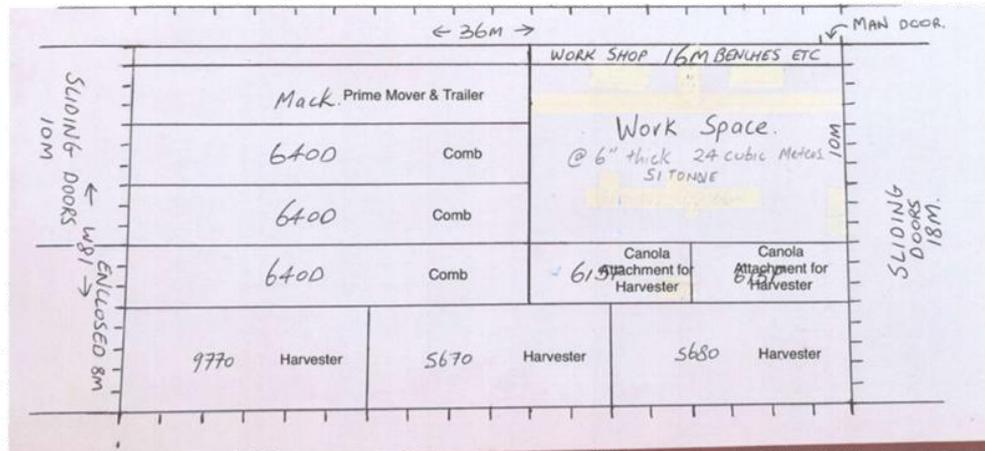


Figure 1: Shed Layout (Source: Application Documents)

Characteristics of the Site

Located approximately 20km west from Roma, the proposed development site is a generally regular shaped allotment, featuring sparse vegetation and is a currently vacant lot. Surrounding properties are mostly small acreage lots in the Rural-zone. With frontage of both Silo Lane and Hodgson lane North, the site is also in close proximity to the Warrego Highway and the railway corridor.

Situated within the Rural Zone of the Maranoa Planning Scheme 2017, the development site can be generally characterised as:

- Having a total site area of 2.05ha
- Being identified as an important agricultural area
- Being with 25m of a Railway Corridor
- Being with 150m of a State-Controlled Road Intersection



Figure 3: Zoning (Source: Spectrum Spatial)

External Referral

The subject site is located within 25m of a Railway Corridor and therefore triggers referral under Schedule 10, Part 9, Division 4, Subdivision 2, Table 4, Item 1 of the *Planning Regulation 2017*. The application was properly referred to the State Assessment and Referral Agency (SARA), and SARA's response stating No Requirements was issued 19 November. A copy of this response will be included within the Decision Notice.

Public Notification

The application was subject to Impact Assessment under Table 5.5.1 of the Maranoa Planning Scheme 2017. The applicant was therefore required to undertake public notification in accordance with the requirements of the *Planning Act 2016* and the Development Assessment Rules.

The applicant undertook notification from 5 December to 21 January 2026, and:

- Published a notice in the Maranoa Today on 5 December 2025;
- Placed a notice on the frontage of the site on 3 December 2025; and
- Sent notices to all adjoining landowners on 3 December 2025.

The applicant has met all requirements of the public notification period. One submission was received.

Assessment Benchmarks against The Planning Scheme

The proposal constitutes a Material Change of Use as defined in the Planning Act 2016 as it is for the “*establishment of a new use on the premises*”.

The site is located in the Rural Zone, where “Transport Depot” is an Impact Assessable Development.

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

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

Assessment Benchmarks

The Assessment Benchmarks applicable to the development assessment are:

- The Regional Plan (Darling Downs Regional Plan)
- The State Planning Policy; and
- The Maranoa Planning Scheme 2017

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

The Darling Downs Regional Plan

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

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

The subject site is not located within a Priority Living Area (PLA) or Priority Agricultural Area (PAA). The proposed development is not a resource related development and supports economic growth within the region . The proposal is not considered to conflict with the outcomes or intent of the Regional Plan.State Planning Policy

Council is required to consider the State Planning Policy to the extent that the applicable sections have not been appropriately integrated in the Maranoa Planning Scheme. As the Maranoa Planning Scheme appropriately integrates all relevant aspects of the State Planning Policy, a separate assessment of the application is not required.

The Maranoa Planning Scheme 2017

- Part 3 Strategic Framework
- Part 5 Tables of Assessment
- Part 6 Zone
 - 6.2.1 Rural Zone Code

Part 3-Strategic Framework

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

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

Theme	Response
Liveable Communities and Housing	The proposed development brings an agricultural business type to the Hodgson area that supports the existing Rural activities locally and in the broader Maranoa region. The proposal is not considered to conflict with the hierarchy of centres within the Maranoa Region, as the proposal reflects the role of Hodgson as being a Rural Centre that promotes and supports rural activities.
Economic Growth	While the proposal represents a non-Rural use in the Rural Zone, the applicant has demonstrated that the site will primarily accommodate the storage of harvesting machinery that is ancillary to the existing rural activities in the locality. The proposal is located away from the Roma Township and is not considered to prejudice the implementation of desirable land management practices on surrounding properties.
Environment and Heritage	Conditions will be applied to ensure stormwater and wastewater are appropriately managed on site to protect the nearby waterway. The site is not identified as having local heritage importance or environmental importance.
Hazards and Safety	The proposal is to formalise the establishment of an industrial land use in the Rural Zone, which is not generally supported development. However, it is considered in this instance there are grounds to overcome any conflicts with the zoning. The location of the use in proximity to the Warrego Highway, the ability for the structure to be partially screened from public view by the existing silos and the business type being an ancillary use to existing rural activities in the locality are relevant matters in the assessment of the application. Based on the nature of the use, conditions can be applied to manage potential impacts on adjoining activities. Further, the proposal will not introduce additional sensitive land uses that would impact the viability of nearby agricultural land uses.
Infrastructure	The proposed development will be serviced by reticulated water and electricity infrastructure. On-site wastewater disposal systems will be provided in accordance with relevant standards. No out-of-sequence extensions to the network are required to service the development.

Part 5-Tables of Assessment

The Tables of Assessment identify the category of development, the category of assessment and the assessment benchmarks for assessable development in the planning scheme area. The Tables

of Assessment identify the level of assessment for the proposed use in the proposed location as "Impact Assessment".

Part 6-Zones

The purpose of the Rural Zone Code is to:

Facilitate Rural activities and ensure that Rural activities are developed in a sustainable manner which conserves the productive characteristics of rural land, preserves environmental and landscape values and the amenity of surrounding premises.

The purpose of the code will be achieved through the following overall outcomes:

- (a) Rural activities are compatible with the desired amenity and character of the locality and are designed and sited to integrate with the existing built form, topography and landscape setting to minimise adverse impacts on scenic amenity;*
- (b) Rural activities are located on allotments that are of a size and configuration capable of accommodating the use and allow for adequate separation distances to be provided between the development and potentially incompatible land use activities;*
- (c) Agricultural Land Classification (ALC) Class A and Class B land is conserved and not alienated or encroached upon by incompatible land uses;*
- (d) areas or values of environmental value including biodiversity, waterways, wetlands, water quality and soil quality, are protected from the adverse impacts of Rural activities.*
- (e) noise, odour, dust, waste and wastewater generated by Rural activities are managed and treated to preserve environmental values and maintain the amenity of adjoining and nearby land uses;*
- (f) Rural activities are provided with a standard of infrastructure that reflects the operational needs and capacity of the development, and do not adversely impact on existing infrastructure;*
- (g) the safety and efficiency of transport routes used by Rural activities is not detrimentally impacted by the development; and*
- (h) the design and operation of Rural activities ensure animals are protected from vermin, wind, rain, sun and extreme weather conditions.*

The proposed development complies with the Rural Zone Code for the following reasons:

- The proposal is for the establishment of a non-rural use in the Rural Zone, which is not generally anticipated by the overall outcomes of the Code. However, the applicant has demonstrated that the development supports a contract harvesting business that services surrounding agricultural activities and is therefore considered ancillary to, and compatible with, the existing rural land uses in the locality..
- The scale, form and nature of the development do not result in permanent alienation of the land, and the site retains the ability to be remediated and returned to agricultural use in the future.
- Conditions of approval can be applied to ensure that potential impacts such as noise, dust, waste and wastewater generated from the use are appropriately managed to protect the amenity of adjoining and nearby uses.

6.2.1 Rural Zone Code

PERFORMANCE OUTCOMES	ACCEPTABLE OUTCOMES	RESPONSE
PLANNING		
<i>Use, density and built form</i>		
<i>Agricultural land classification – in addition, refer to the Agricultural land overlay code where mapped in the SPP mapping as Class A or Class B Agricultural land.</i>		
<p>PO 1 Scale Non-rural activities are at a scale that protects the amenity of the area.</p>		<p>Complies The construction of the proposed shed allows for the storage of farming equipment associated with an existing harvesting business and is situated adjacent to the applicant's current residence. Due to the development site being located on the outer fringe of the Hodgson township in close proximity to the Hodgson silos and associated large scale storage sheds, the development is not expected to result in unacceptable visual or amenity impacts. Accordingly, the development is at a scale that is compatible with the amenity of the area and supports rural activities.</p>
<p>PO 2 Location Non-rural activities must be located where there is convenient access unless the development is for an Extractive Industry (whose location is dependent on the resource) in which case appropriate access will be developed. Uses other than Rural activities or Dwelling house are located so as:</p> <ul style="list-style-type: none"> (a) not to prejudice the consolidation of like non-rural uses in other more appropriate areas; (b) to be co-located with other non-rural uses wherever possible; (c) to be located on the major road network rather than local roads. <p>Note: Non-rural uses are any uses that are not associated with Rural activities or a Dwelling house.</p>	<p>AO 2.1 Accommodation activities and their associated outbuildings are located below ridgelines.</p> <p>AO 2.2 Accommodation activities are located to ensure the rural amenity and landscape views are protected and enhanced.</p>	<p>AO 2.1 & AO 2.2 Not Applicable The proposed development does not include an Accommodation Activity.</p>
<p>PO 3 Density and site coverage The density of Accommodation activities does not impact adversely on the rural amenity or rural activities of the zone.</p>		<p>Not Applicable The proposed development does not include an Accommodation Activity.</p>

PERFORMANCE OUTCOMES	ACCEPTABLE OUTCOMES	RESPONSE
<p>PO 4 Setbacks Building setbacks:</p> <ul style="list-style-type: none"> (a) assist in enhancing the character and amenity of the area; (b) are appropriate to the scale of the development; (c) are sufficient to minimise loss of privacy, overshadowing and overlooking of adjoining premises; and (d) provide adequate separation and buffering between residential and non-residential premises. 	<p>AO 4.1 Buildings and car parking areas are set back a minimum of 15 m from the primary street frontage, 15 m from any secondary frontage and 5 m from side and rear.</p> <p>For development on a corner allotment:</p> <p>AO 4.2 No structure exceeding 2 m in height is to be built within a 20 m by 20 m truncation at the corner of the two road frontages.</p>	<p>AO 4.1 Complies The positioning of the shed on the development site meets all setback requirements with a setback of 50m from the primary road frontage (Silo Lane) and 20m from the eastern side boundary.</p> <p>AO 4.2 Complies The shed is positioned on the eastern side of the development site and does not encroach the 20m by 20m truncation at the corner of the two road frontages.</p>
<p>PO 5 Separation <i>Rural activities</i> are sufficiently separated from any existing or planned residential or rural residential area or other <i>sensitive land use</i> to avoid any adverse impacts including noise, dust, odour, visual impact, traffic generation, lighting, radiation or other emissions or contaminants. Note: Sensitive land uses are defined in the State Planning Policy.</p>		<p>Complies The positioning of the shed on the development site allows for adequate separation between the structure and existing sensitive land uses.</p> <p>The development is proposed to store farming equipment associated with a harvesting business, making the use complementary to the existing rural activities in the locality.</p> <p>Conditions will be applied to ensure nearby sensitive land uses are minimally impacted by the development.</p>
<p>PO 6 Outbuildings Rural amenity is to be maintained.</p>	<p>AO 6.1 Outbuildings are to be located a minimum of 15 m from the boundary fronting the public road and a minimum of 5 m from any other boundary; and</p> <p>AO 6.2 For lots equal to or greater than 1000 ha, outbuildings for rural uses may be any size.</p> <p>AO 6.3 For lots equal to or greater than 10 ha and less than 1000 ha outbuildings for rural uses may be up to 8.5 m in height and 300 m² floor area.</p>	<p>Not Applicable The proposed development includes a dedicated agricultural storage shed and does not include additional outbuildings.</p>

PERFORMANCE OUTCOMES	ACCEPTABLE OUTCOMES	RESPONSE
	<p>AO 6.4</p> <p>For lots less than 10 ha outbuildings for rural uses may be up to 4.2 m in height and 120 m² floor area.</p> <p>Note: Outbuildings' include any form of shipping container, railway carriage, pre-fabricated building or the like, that is used for storage that is ancillary to the primary land use. These forms of outbuildings are an acceptable outcome in the Rural zone.</p>	
<p>PO 7 Important agricultural areas</p> <p>Important agricultural areas are optimised for the promotion and enabling of increased agricultural production.</p>	<p>AO 7.1</p> <p>Development does not significantly reduce the agricultural capacity of important agricultural areas.</p> <p>Note: Important agricultural areas are mapped on the SPP Interactive Mapping System (Plan Making).</p>	<p>Complies</p> <p>The development site is located outside mapped important agricultural areas and the proposed use to store farming equipment associated with a harvesting business will support the existing agricultural activities within the area.</p>
<p>PO 8 ALC Class A and Class B agricultural land</p> <p>Avoid locating non-agricultural development on, or adjacent to, ALC Class A or Class B land.</p>	<p>AO 8.1</p> <p>Development on or adjacent to ALC Class A or Class B land is complementary to agriculture and does not diminish or risk the viability of future agricultural productivity.</p>	<p>Not Applicable</p> <p>The development site is not identified as or adjoined to land identified as ALC Class A or Class B.</p>
<p>PO 9 Sensitive land</p> <p>Rural land uses are 'protected from encroaching incompatible land uses'.</p>	<p>AO 9.1</p> <p>Sensitive land uses and non-rural activities do not compromise the viability of existing or future rural activities.</p> <p>Note: Sensitive land uses are defined in the State Planning Policy.</p>	<p>Complies</p> <p>The proposed development is situated adjoining the owners' existing residence and the operations are to support the function of agricultural activities in the area. The development will not prevent the future use of the site for other agricultural activities.</p>
Amenity		
Advertising signs - refer to the Operational works advertising devices code		
Heritage places - in addition, refer to the Heritage overlay code where mapped in the SPP Cultural heritage mapping or listed in the Heritage and character policy		
<p>PO 10 Cultural heritage</p> <p>The physical integrity and significance of cultural heritage discovered during development are retained.</p> <p>Note: Cultural heritage refers to indigenous and non- indigenous cultural heritage.</p>	<p>AO 10.1</p> <p>Protection of cultural heritage is achieved by demonstrated agreement with the appropriate aboriginal or cultural heritage body responsible</p>	<p>Not Applicable</p> <p>The site is not identified as heritage listed. No cultural heritage items have been notified as being found onsite. The landowner has an ongoing</p>

PERFORMANCE OUTCOMES	ACCEPTABLE OUTCOMES	RESPONSE
	for the care of that heritage.	duty of care under the <i>Aboriginal Cultural Heritage Act 2003</i> to protect any identified cultural heritage matters.
Avoiding nuisance		
<p>PO 11 Operating Hours Uses are operated in a manner that ensures that local amenity is protected.</p>	<p>For Business and Entertainment activities: AO 11.1 Uses are operated between the hours of 6.00 am and 6.00 pm.</p> <p>For Community activities: AO 11.2 Community activities are operated between the hours of 7.00 am and 8.00 pm where adjoining land in the General Residential Zone, Rural Residential Zone or land designated as Future Urban or Rural Residential on a Strategic Plan Map.</p> <p>For Industry activities: AO 11.3 Uses are operated between the hours of 6.00 am and 6.00 pm, Monday to Saturday only, and not including public holidays.</p> <p>For all other uses: AO 11.4 No solution specified.</p>	<p>AO 11.1 Not Applicable The proposed development is not defined as a Business or Entertainment activity.</p> <p>AO 11.2 Not Applicable The proposed development is not a community activity.</p> <p>AO 11.3 Conditioned to Comply Conditions will be applied to ensure routine operations (e.g. servicing and maintenance activities) are limited to 6am to 6pm.</p> <p>AO 11.4 Not Applicable</p>
<p>PO 12 Noise emissions Noise emissions from premises do not cause nuisance to adjoining properties or sensitive land uses.</p>	<p>Note: Sensitive land uses are defined in the State Planning Policy.</p>	<p>Conditioned to Comply Conditions will be applied to ensure noise emissions from the premises do not cause nuisance to adjoining properties or the sensitive land uses. It is noted that the subject site is located approximately 100 m from the Warrego Highway and is therefore situated within an environment already influenced by existing road traffic noise, which reduces the likelihood of the proposed development resulting in additional or unreasonable noise impacts.</p>

PERFORMANCE OUTCOMES	ACCEPTABLE OUTCOMES	RESPONSE
<p>PO 13 Lighting Lighting is designed in a manner to ensure ongoing amenity and safety in the activity area, whilst ensuring surrounding areas are protected from undue glare or lighting overspill.</p>	<p>AO 13.1 All lighting does not exceed 8 lux at 1.5 m from beyond the site boundary.</p>	<p>Conditioned to Comply Conditions will be applied to ensure lighting from the site does not exceed 8 lux at 1.5m from beyond the site boundary.</p>
<p>PO 14 Refuse storage Refuse storage areas are screened from the road and adjoining uses.</p>		<p>Conditioned to Comply Conditions will be applied to ensure where necessary a refuse storage area is provided onsite and is screened from roads and adjoining land uses</p>
ENGINEERING		
<i>Earthworks - refer to the Excavation or filling code</i>		
<i>Infrastructure – refer to the Operational works infrastructure code</i>		
Erosion control		
<p>PO 15 Construction activities Both erosion control and silt collection measures are undertaken to ensure the protection of environmental values during construction.</p>	<p>AO 15.1 During construction, soil erosion and sediment are managed in accordance with the <i>Capricorn Municipal Development Guidelines</i>.</p>	<p>Conditioned to Comply Conditions will be applied to ensure during construction, soil erosion and sediment are managed in accordance with the CMD Guidelines.</p>
Provision of services		
<p>PO 16 Electricity supply Premises are provided with an adequate supply of electricity for the activity.</p>	<p>AO 16.1 Premises have an electricity supply that is approved by the relevant energy regulatory authority; and/or</p> <p>AO 16.2 Renewable energy systems contribute to the supply and use of electricity to and from the grid.</p>	<p>AO 16.1 Conditioned to Comply Conditions will be applied to ensure connection of the development to an electricity supply.</p> <p>AO 16.2 Conditioned to Comply Conditions will be applied to ensure where necessary renewable energy systems will be incorporated into the development.</p>
<p>PO 17 Water supply To ensure the provision of a potable and fire- fighting water supply:</p> <ul style="list-style-type: none"> (a) premises are provided with a supply and volume of water adequate for the activity; and (b) access is maintained to the supply for fire-fighting purposes; and (c) access to reticulated water infrastructure is to be maintained for maintenance and replacement purposes 	<p>AO 17.1 Premises have an approved water allocation as provided by the relevant agency and, in addition to the requirements under the <i>Queensland Development Code MP 4.2</i>:</p> <ul style="list-style-type: none"> (a) dwellings have a minimum water supply of 45,000 litres provided by a rainwater tank connected to the 	<p>Complies The proposed development plans indicate that a combined storage of 144,000L in tanks is to be added to the development site.</p>

PERFORMANCE OUTCOMES	ACCEPTABLE OUTCOMES	RESPONSE
	premises; or (b) dwellings have a minimum water supply of 22,500 litres provided by a rainwater tank connected to the premises and an alternative source of fire-fighting water is available as a permanent body of water (such as a swimming pool or dam located on the site and within the proximity of the dwelling).	
<p>PO 18 Effluent disposal</p> <p>To ensure that public health and environmental values are preserved:</p> <p>(a) all premises provide for the effective treatment and disposal of effluent and other wastewater; and</p> <p>(b) access to reticulated infrastructure is to be maintained for maintenance and replacement purposes.</p>	<p>AO 18.1</p> <p>Premises have on-site effluent disposal systems designed in accordance with AS/NZS 1547:2012.</p>	<p>Not Applicable</p> <p>The proposed development does not include amenities that require the connection of an on-site effluent disposal system, however conditions will be applied to ensure any onsite system is in accordance with the applicable standard.</p>
Stormwater and drainage		
<p>PO 19 Stormwater and inter-allotment drainage</p> <p>Stormwater is collected and discharged to:</p> <p>(a) protect the stability of buildings and the use of adjacent land;</p> <p>(b) prevent water-logging of nearby land; and, protect and maintain environmental values.</p>	<p>AO 19.1</p> <p>Stormwater and inter-allotment drainage is collected and discharged in accordance with the <i>Capricorn Municipal Development Guidelines</i>.</p>	<p>Conditioned to Comply</p> <p>Conditions will be applied to ensure stormwater and inter-allotment drainage are collected and discharged in accordance with the CMD Guidelines.</p>
Roads and rail		
Infrastructure - refer to the Infrastructure overlay code		
for development in the proximity of, or potentially affecting State infrastructure.		
<p>PO 20 Protection of State controlled roads</p> <p>Development adjacent to State-controlled roads is located to ensure safe and efficient use of the highway, and maintain and enhance the integrity of the highway as a link between centres.</p>	<p>AO 20.1</p> <p>No direct access to State-controlled roads is permitted except at where the site access is existing or where the development site has frontage only to a State-controlled road/s.</p>	<p>Complies</p> <p>While the proposed development is in close proximity to the State-controlled road, no direct access is permitted.</p>

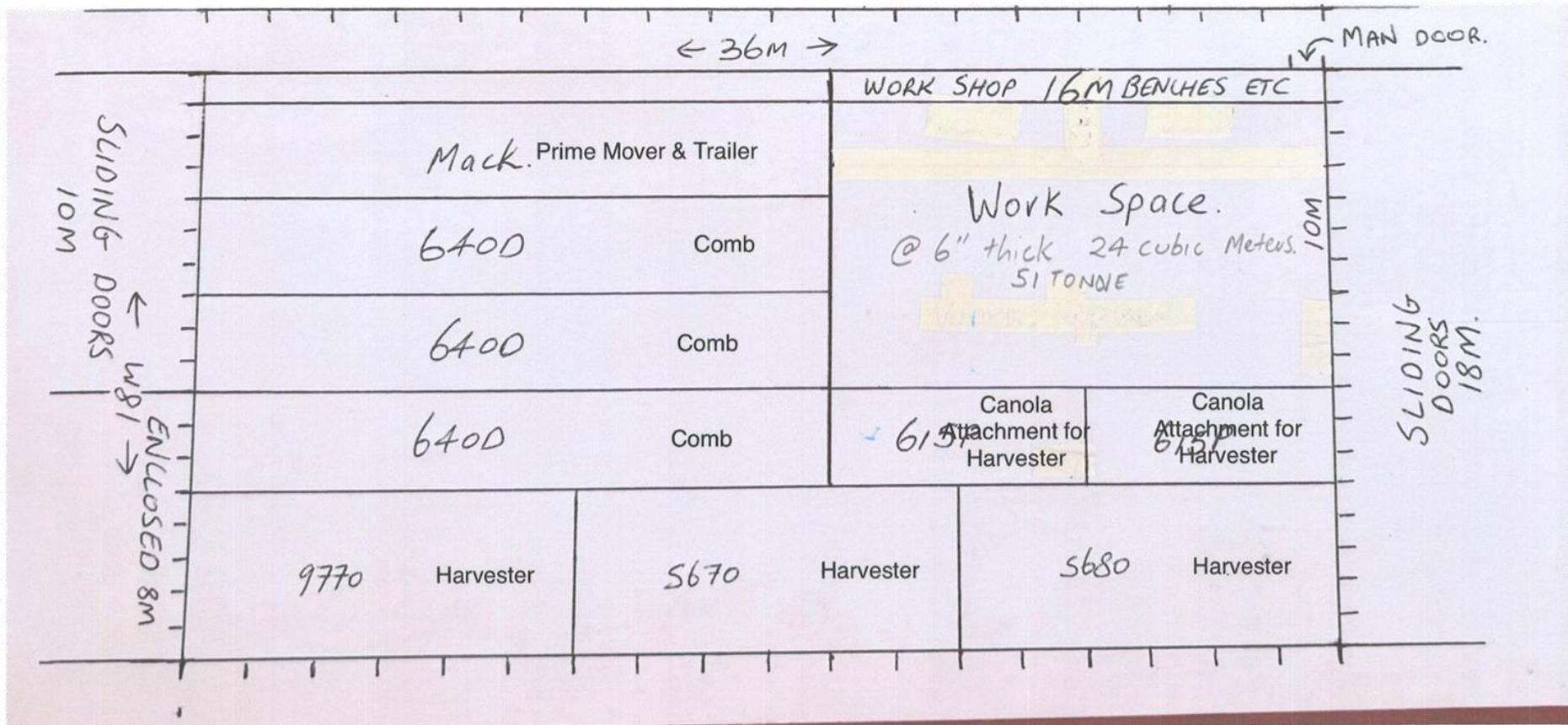
PERFORMANCE OUTCOMES	ACCEPTABLE OUTCOMES	RESPONSE
<p>PO 21 Roads An all-weather road is provided between the premises and the existing road network.</p>	<p>AO 21.1 Roads are designed and constructed in accordance with the Capricorn Municipal Development Guidelines.</p> <p>AO 21.2 Premises have an approved access to the existing road network.</p>	<p>AO 21.1 Not Applicable The proposed development does not include the construction of a new road.</p> <p>AO 21.1 Complies The proposed development has approved access via Silo Lane.</p>
Access, parking and manoeuvring		
<p>PO 22 Vehicle access Vehicle access is provided to a standard appropriate for the activity and the zone.</p>	<p>AO 22.1 Access roads are to be all-weather and connect to the existing road network via a crossover designed and constructed in accordance with the Capricorn Municipal Development Guidelines.</p> <p>AO 22.2 Access is to be designed and constructed in accordance with the Capricorn Municipal Development Guidelines.</p> <p>Note: An 'all-weather' road is a road that remains accessible during all normal weather events but can exclude continued functioning during natural hazard events such as fire and flood.</p>	<p>AO 22.1 Conditioned to Comply Conditions will be applied to ensure the crossover is constructed in accordance with Standard Drawing CMDG-R-040.</p> <p>AO 22.2 Conditioned to Comply Conditions will be applied to ensure access into the site is designed and constructed in accordance with the CMD Guidelines.</p>
<p>PO 23 Parking and manoeuvring Vehicle parking and service vehicle provision is adequate for the activity, and ensures both safety and functionality for motorists and pedestrians.</p>	<p>AO 23.1 All uses provide vehicle parking in accordance with Schedule 7, Parking standards.</p> <p>AO 23.2 All uses provide for vehicle manoeuvring in accordance with Australian Standard AS 2890.</p> <p>AO 23.3 All car parking, access and manoeuvring areas have a serviceable, all-weather surface.</p> <p>AO 23.4 All vehicles drive forward when entering and exiting the site.</p>	<p>AO 23.1 Complies Schedule 7 of the Planning Scheme does not stipulate the required amount of parking for a transport depot. As the site is to be used for farm vehicle storage it is determined that parking standards have been met.</p> <p>AO 23.2 Conditioned to Comply Conditions will be applied to ensure vehicle manoeuvring is provided on site in accordance with Australian Standard</p> <p>AO 23.3 Conditioned to Comply Conditions will be applied to ensure all car parking, access and manoeuvring areas are constructed out of a serviceable</p>

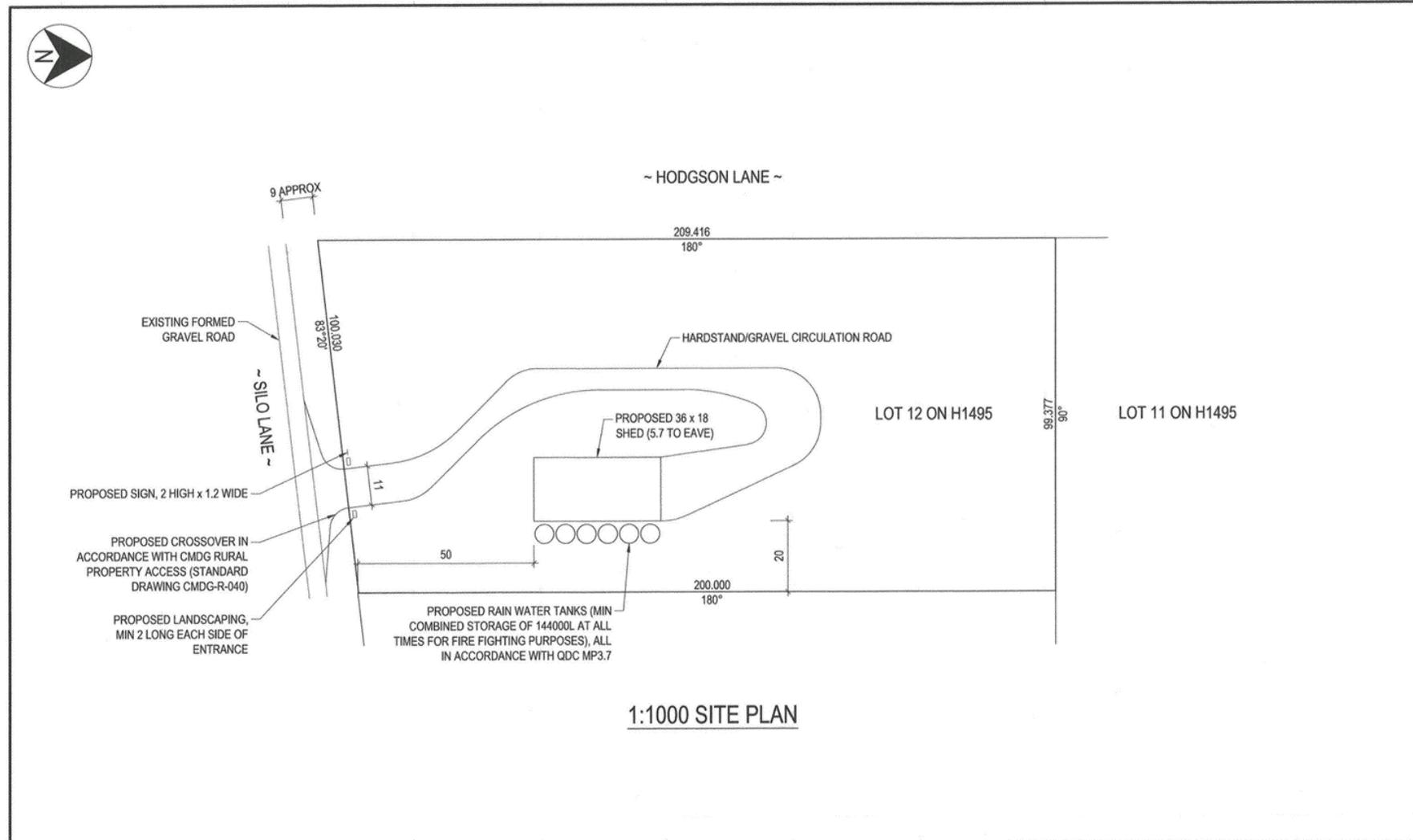
PERFORMANCE OUTCOMES	ACCEPTABLE OUTCOMES	RESPONSE
		all-weather surface. AO 23.4 Conditioned to Comply Conditions will be applied to ensure all vehicles drive forward when entering and exiting the site.
ENVIRONMENTAL		
Biodiversity: in addition, refer to the Biodiversity areas overlay code where mapped in the SPP mapping as MSES.		
PO 24 Air emissions Air emissions including odour from premises do not cause environmental harm or nuisance to adjoining properties or sensitive land uses.	Note: Sensitive land uses are defined in the State Planning Policy.	Conditioned to Comply Conditions will be applied to ensure air emissions from the premises do not cause environmental harm or nuisance to adjoining properties and sensitive land uses.
PO 25 Energy use Non-renewable energy use is minimised through efficient design and the adoption of alternative energy sources.	AO 25.1 Passive solar design principles are adopted in buildings in order to maximise energy efficiency. AO 25.2 Building design and orientation provide opportunities for the incorporation of alternative energy technologies	AO 25.1 Complies Development plans indicate that passive solar design principles are adopted in the shed in order to maximise energy efficiency. AO 25.2 Complies Development plans indicate that the building is designed and orientated to provide opportunities for the incorporation of alternative energy technologies. Where appropriate conditions will be applied to ensure alternative energy, technologies are incorporated into the design.
PO 26 Vegetation retention Development retains vegetation not mapped as MSES where it is: (a) adjacent to watercourses and protecting water quality (riparian); (b) protecting an identified habitat; or minimising soil erosion.	Note: MSES areas are mapped on the SPP Interactive Mapping System (Plan Making).	Not Applicable The development site is not mapped as containing vegetation.
PO 27 Pests Development avoids the introduction of non-native pest species (plant or animal), that pose a risk to ecological integrity.	AO 27.1 Development avoids the introduction of non- native pest species. AO 27.2 The threat of existing pest species is controlled by adopting pest management	AO 27.1 Complies The proposed development avoids the introduction of non-native pest species. AO 27.2 Complies The proposed development has minimal effect on the existing pest species.

PERFORMANCE OUTCOMES	ACCEPTABLE OUTCOMES	RESPONSE
	practices that provide for long-term ecological integrity.	
<p>PO 28 Watercourse buffers Development ensures the maintenance of riparian areas and water quality including protection from off-site transfer of sediment.</p>	<p>AO 28.1 A minimum 10 m wide vegetated buffer area is provided extending from the high bank of any watercourse. Buffer areas include a cover of vegetation, including grasses.</p>	<p>Not Applicable The development site does not feature a watercourse.</p>
<p>PO 29 Watercourse integrity Bank stability, channel integrity and in- stream habitat is protected from degradation and maintained or improved at a standard commensurate with pre-development environmental conditions. Development ensures that the natural surface water and groundwater hydrologic regimes of watercourses and associated buffers are maintained to the greatest extent possible.</p>	<p>AO 29.1 No direct interference or modification of watercourse channels, banks or riparian and in- stream habitat occurs.</p> <p>AO 29.2 Existing natural flows of surface and groundwater are not altered through channelisation, redirection or the interruption of flows.</p>	<p>AO 29.1 Complies The proposed development has no direct interference or modification of a watercourse.</p> <p>AO 29.2 Not Applicable The proposed development is not situated in proximity to a mapped watercourse and will not affect the existing natural flow of the surface or groundwater.</p>
<p>PO 30 Water quality The standard of effluent and/or stormwater runoff from premises ensures the quality of surface water is suitable for:</p> <ul style="list-style-type: none"> (a) the biological integrity of aquatic ecosystems; (b) recreational use; (c) supply as drinking water after minimal treatment; (d) agricultural use or industrial use; and (e) minimises nuisance or harm to adjoining landowners. 		<p>Conditioned to Comply Conditions will be applied to ensure stormwater runoff from the premises does not cause nuisance or harm to adjoining landowners.</p>
<p>PO 31 Sloping land Development is undertaken to ensure: vulnerability to landslip erosion and land degradation is minimised; and that the safety of persons and property is not compromised.</p>	<p>AO 31.1 Development is not undertaken on slopes exceeding 15%.</p>	<p>Not Applicable The proposed development site is not sloped land.</p>

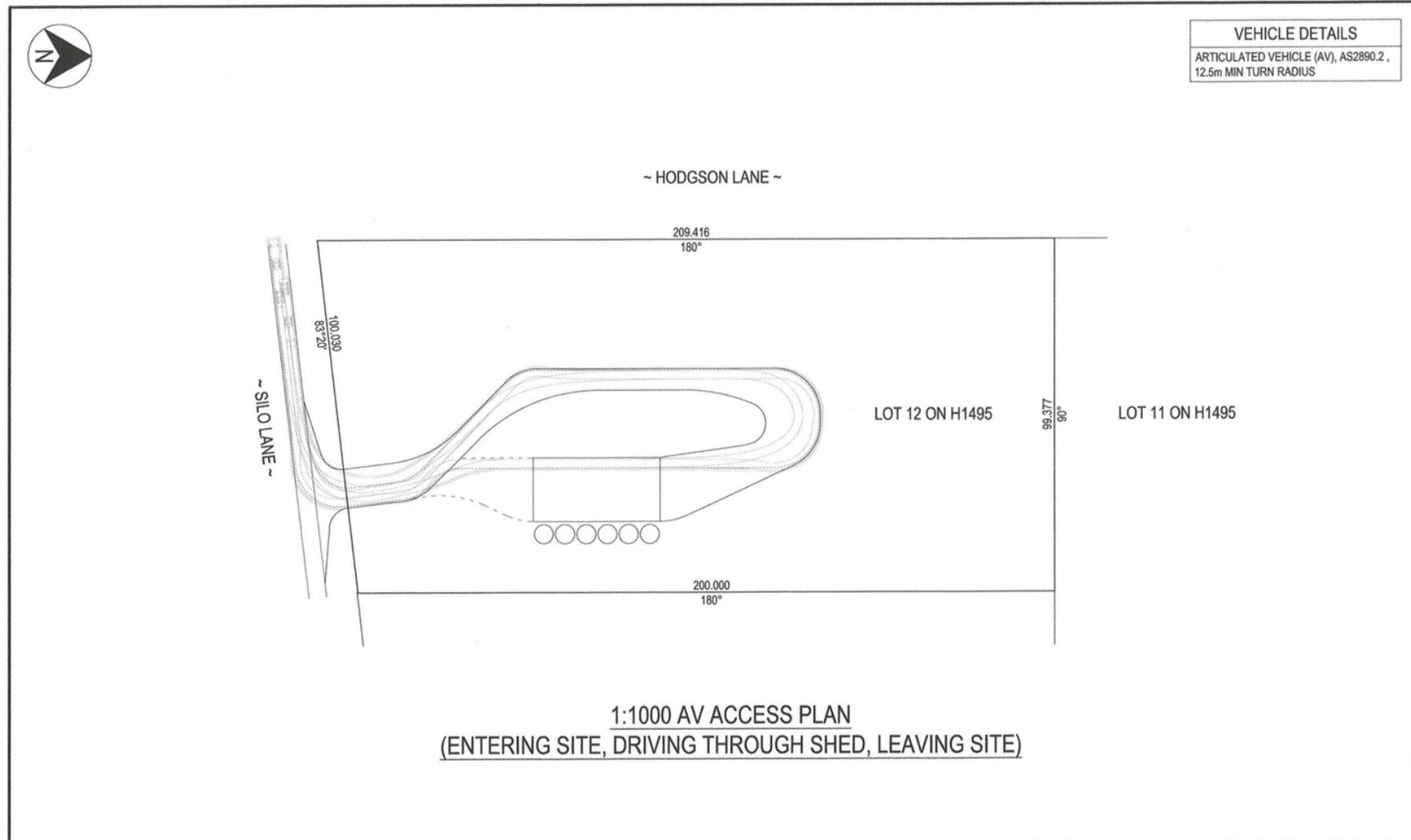
Assessment Summary

The proposed development is not fully consistent with the Rural Zone Code; however, relevant matters have been considered and given appropriate weight having regard to the context of the site and surrounding land uses. Sufficient grounds exist to justify approval despite areas of non-compliance with the planning scheme, and the identified matters can be appropriately managed through the imposition of reasonable and relevant conditions of approval. Accordingly, it is recommended that the development application for the Development Permit for a Material Change of Use "Transport Depot" be approved subject to nt conditions.



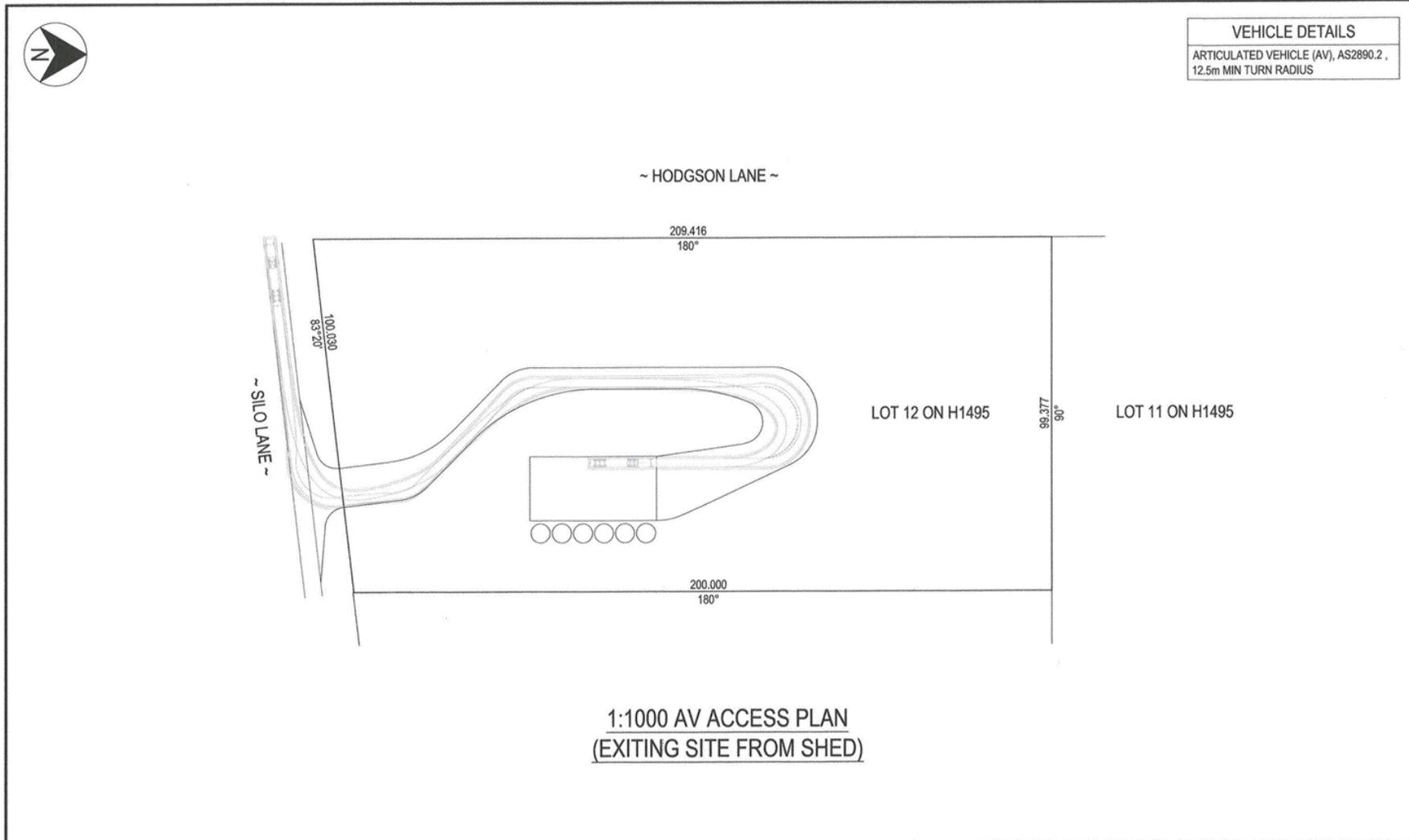


			<p>Peter Stanford JP(Qual) BE(Hons) MIEAust CPEng NER RPEQ PO Box 1387, Roma Qld 4455 0437 716 437 peter@stanford.engineer</p>	PROJECT	DESIGNED	APPROVED	TITLE	
				OUTBACK MACK'S BUILDING & CONSULTING RURAL DEVELOPMENT 19 SILO LANE, HODGSON	PWS	PWS	SITE PLAN	
P2	20/10/25	FOR DEVELOPMENT APPROVAL			DRAWN		DRAWING STATUS	SCALE (AT A3)
P1	14/10/25	1ST CLIENT REVIEW			PWS		CONCEPT	AS SHOWN
REV	DATE	DESCRIPTION		REVIEWED	SHEET	DRAWING NUMBER	REV	
				PWS	01 OF 03	2025-0083-OMB-04-01	P2	



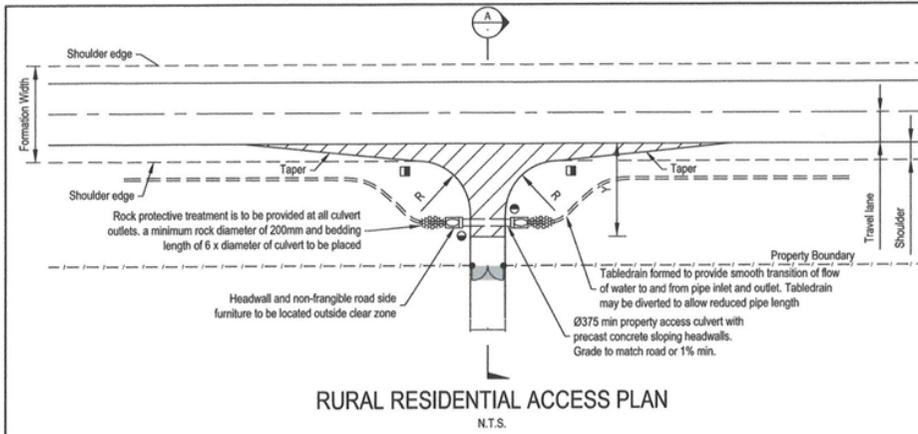
VEHICLE DETAILS
ARTICULATED VEHICLE (AV), AS2890.2, 12.5m MIN TURN RADIUS

			<p>STANFORD STRUCTURAL</p> <p>Peter Stanford JP(Qual) BE(Hons) MIEAust CPEng NER RPEQ PO Box 1387, Roma Qld 4455 0437 716 437 peter@stanford.engineer</p>	PROJECT	DESIGNED	APPROVED	TITLE	
				OUTBACK MACK'S BUILDING & CONSULTING RURAL DEVELOPMENT 19 SILO LANE, HODGSON	PWS	PWS	VEHICLE PATHS 1	
P2	20/10/25	FOR DEVELOPMENT APPROVAL			DRAWN		DRAWING STATUS	SCALE (AT A3)
P1	14/10/25	1ST CLIENT REVIEW			PWS		CONCEPT	AS SHOWN
REV	DATE	DESCRIPTION		REVIEWED	SHEET	DRAWING NUMBER	REV	
				PWS	02 OF 03	2025-0083-OMB-04-02	P2	

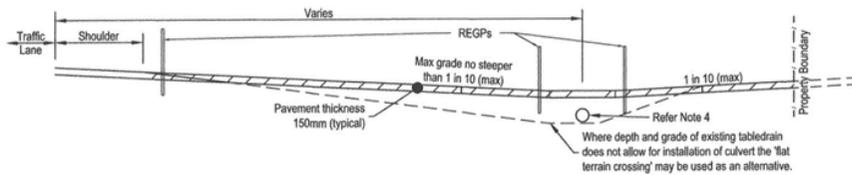


VEHICLE DETAILS
ARTICULATED VEHICLE (AV), AS2890.2 , 12.5m MIN TURN RADIUS

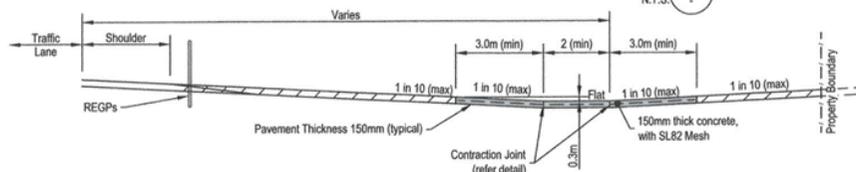
			<p>STANFORD STRUCTURAL</p> <p>Peter Stanford JP(Qual) BE(Hons) MIEAust CPEng NER RPEQ PO Box 1387, Roma Qld 4455 0437 716 437 peter@stanford.engineer</p>	PROJECT	DESIGNED	APPROVED	TITLE	
				<p>OUTBACK MACK'S BUILDING & CONSULTING RURAL DEVELOPMENT</p> <p>19 SILO LANE, HODGSON</p>	PWS	PWS	VEHICLE PATHS 2	
P2	20/10/25	FOR DEVELOPMENT APPROVAL					DRAWING STATUS	SCALE (AT A3)
P1	14/10/25	1ST CLIENT REVIEW					CONCEPT	AS SHOWN
REV	DATE	DESCRIPTION			REVIEWED	SHEET	DRAWING NUMBER	REV
					PWS	03 OF 03	2025-0083-OMB-04-03	P2



RURAL RESIDENTIAL ACCESS PLAN
N.T.S.



SECTION - RURAL ACCESS WITH CULVERT CROSSING
N.T.S.



SECTION - FLAT TERRAIN CROSSING DETAIL
N.T.S.

TABLE 1

Type of Access ¹	Road Posted Speed(km/h) ²	AADT (Through Road) ²	Radius (m)	Taper	Width Of Access (W)	Length Of Seal (Y)
Gravel	N/A	N/A	6.0	1 In 5	3.0 - 6.0m	Not Required
Sealed	≤ 60	<300 VPD	3.0	Nil	3.0 - 6.0m	Min. 10m or to property boundary, whichever is shorter
Sealed	61 - 80	300-1000 VPD	6.0	1 In 5	3.0 - 6.0m	Min. 10m or to property boundary, whichever is shorter
Sealed	≥ 81	>1000 VPD	10.0	1 In 5	3.0 - 6.0m	Min. 10m or to property boundary, whichever is shorter

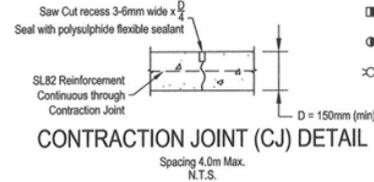
1. Property access must be sealed where the road is sealed
2. Posted speed & AADT shall be considered and the most conservative (highest) value of the two should be used to select the access parameters.

TABLE 2

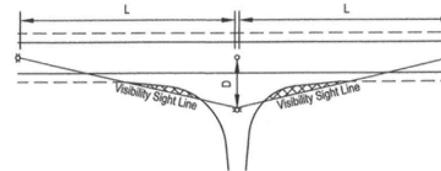
Posted Speed (km/h)	Sight Distance L (m) Desirable min	Sight Distance L (m) Absolute min	D (m)
50	123	73	7
60	151	93	
70	181	114	
80	214	139	
90	248	165	
100	285	193	

LEGEND:

- Pavement
 - Seal (as applicable)
 - Type 2.5 gravel 150mm (typical)
- Concrete pavement, 150mm N25
- Vegetation Clearing
 1. Earthworks to be 600mm below visibility site line level
 2. Trim area to be maintainable with a tractor and slasher
- Road edge guide post (REGP), TYP
- Road Edge Guide Post (REGP), yellow type
- Sight line 1.1m above roadway at three (3) locations



CONTRACTION JOINT (CJ) DETAIL
N.T.S.



VISIBILITY TRIANGLE
N.T.S.

RELEVANT STANDARDS:

1. AS 3600, concrete structures
2. AS 1379, specifications and supply of concrete
3. AS/NZS 4671, steel reinforcing materials.
4. AS 3727, Guide to Residential Pavement
5. Austroads Guide to Road Design

NOTES:

1. Concrete to be N25 to AS 1379, AS 3600.
2. Ensure min. cover to services in footpath and driveway is achieved to meet relevant authority standard. A Before You Dig Australia (BYDA) is to be undertaken prior to commencing work on site.
3. All water valves, hydrants, sewer manholes, telecommunication pits and the like to be relocated clear of property access at the expense of the property owner. The relevant authority is to be contacted so that conflicting services can be relocated prior to cross over construction.
4. All pipes to be installed in accordance with the manufacturers specifications and CMDG D5
5. The LGA takes no responsibility for a vehicle scraping when using a footpath crossover or invert crossing. The property owner/applciant/contractor is to ensure adequate vehicle clearance is provided.
6. Road Edge Guide Posts (REGPs) to be provided in accordance to the latest Department of Transport and Main Roads (DTMR), Manual of Uniform Traffic Control Devices (MUTCD).
7. For seal and pavement requirements refer CMDG D2 - Pavement Design.
8. Mandatory inspections by the LGA are required prior to construction including concrete slab set-up and reinforcement, and final inspection following completion of construction, including back filling to edges and ensuring the new driveway will not cause a tripping hazard.
9. A permit or application to carry out works within the road reserve may be required. Contact the relevant LGA for further details.
10. Where a culvert is required, precast sloping headwalls to be used on each end unless an alternate Registered Professional Engineer Queensland (RPEQ) designed headwall is approved.
11. Department of Transport and Main Roads approval is required where access is required to a declared main road.
12. For AADT > 300 (Through Traffic) an engineering assessment by an RPEQ is required and a BAR treatment may be needed.
13. Concrete pavement to be generally in accordance with AS 3727 and formed on suitable and compacted material.
14. For Rural Commercial and Industrial Access refer DTMR standard drawing 1807.

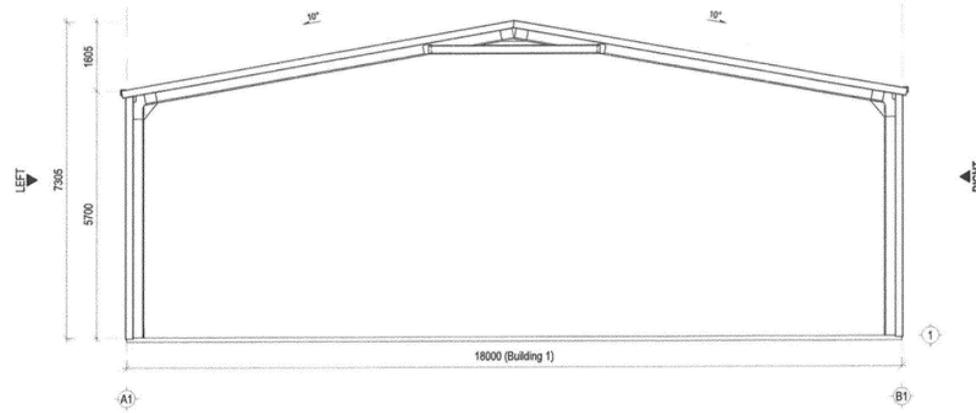
DRAWING APPLICABILITY TABLE							
Council	BSC	CHRC	GRC	IRC	LSC	MRC	RRC
Applicable	Yes	Yes	Yes	Yes	Yes	Yes	Yes

REVISIONS	DATE
G INFORMATION FROM R-840A ADDED	09/2025
F BITUMEN EXTENTS ON >1000 VPD ACCESS AMENDED	11/2022
E IRC ADDED	12/2016
D GRC AND LSC ADDED	09/2014
C BITUMEN SURFACING & NOTE 7, AMENDED	03/2012
B MRC ADDED	04/2011

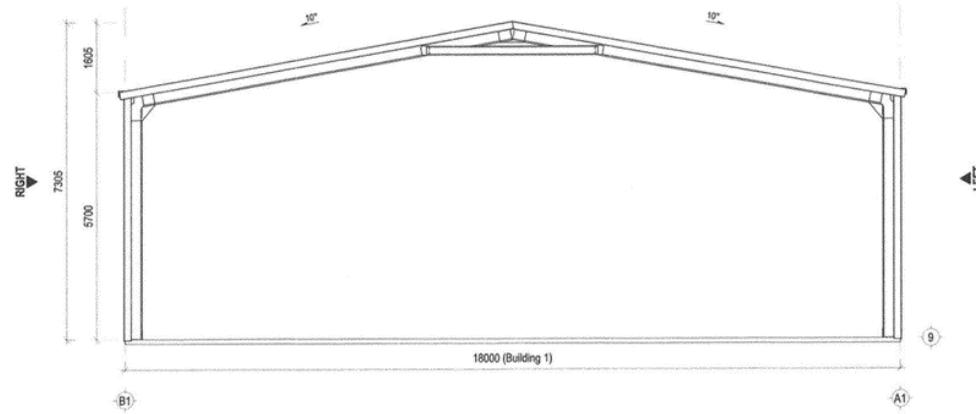
DISCLAIMER
The authors and sponsoring organizations shall have no liability or responsibility to the user or any other person or entity with respect to any liability, loss or damage caused or alleged to be caused, directly or indirectly, by the adoption and use of these Standard Drawings including, but not limited to, any interruption of service, loss of business or anticipatory profits, of consequential damages resulting from the use of these Standard Drawings. Persons must not rely on these Standard Drawings as the equivalent of, or a substitute for, project specific design and assessment by an appropriately qualified professional.

Capricorn Municipal Development Guidelines	
Incorporating:	
Banana Shire Council (BSC)	Maranoa Regional Council (MRC)
Central Highlands Regional Council (CHRC)	Rockhampton Regional Council (RRC)
Gladstone Regional Council (GRC)	Isaac Regional Council (IRC)
Livingstone Shire Council (LSC)	

RURAL PROPERTY ACCESS	
STANDARD DRAWING	A3
CMDG-R-040	
REV.	B C D E F G



FRONT ELEVATION



REAR ELEVATION

PLANS DRAWN BY

NOW BUILDINGS

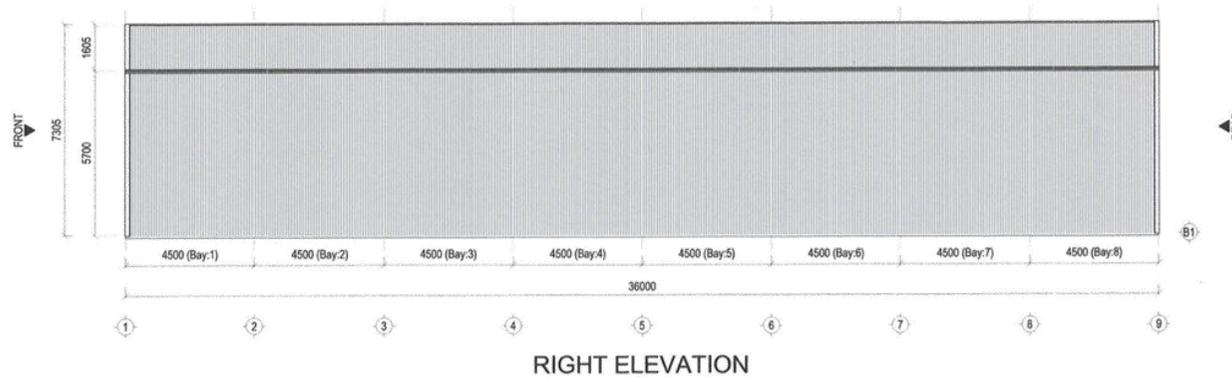
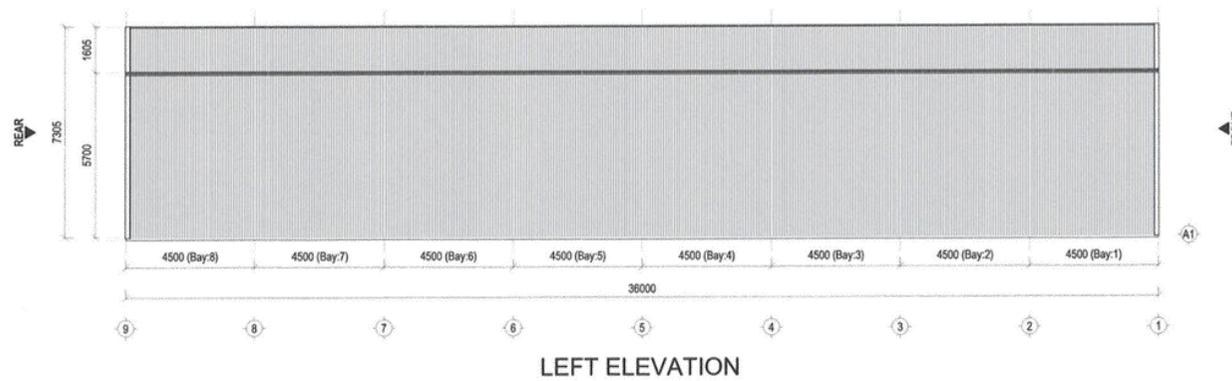
P 1300 553 779 F 1300 554 882
 E john@nowbuildings.com.au
 www.nowbuildings.com.au

JOB DETAILS

PROJECT: Schre044820 | 18m W x 36m L x 5.7m H - DriveThrough
 CLIENT: Ryley Schreiber, Ryley Schreiber
 ADDRESS: Mooga QLD 4455

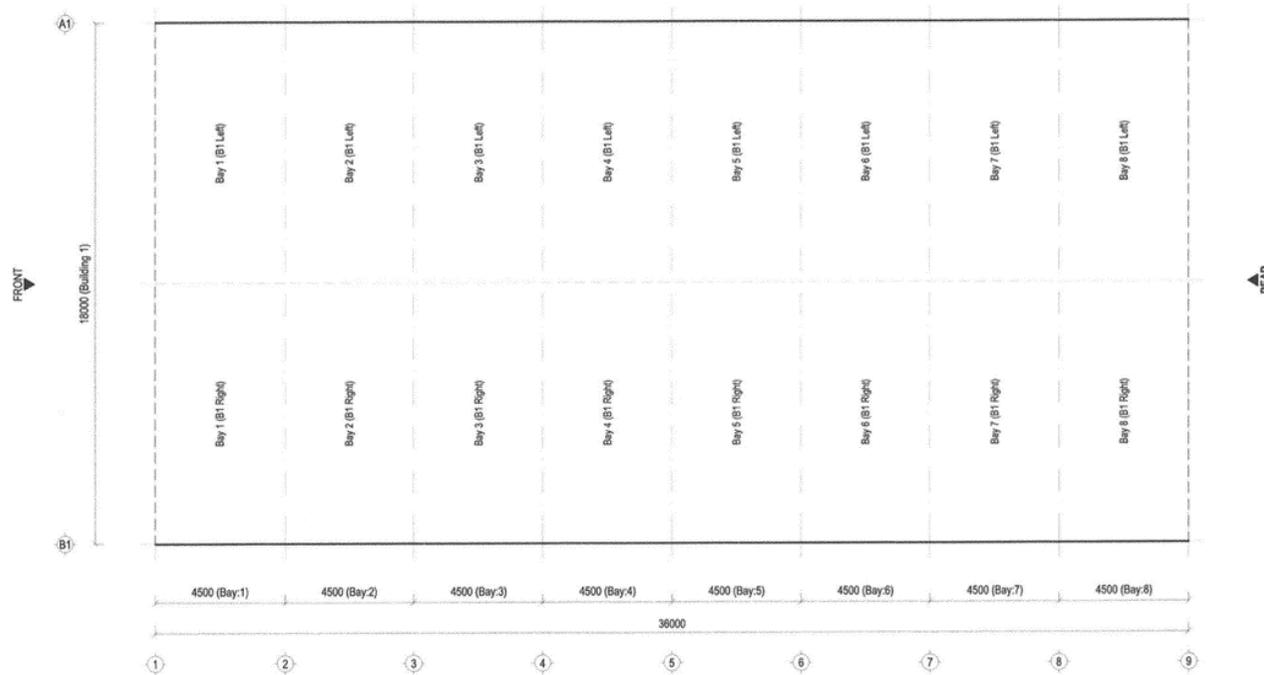
DRAWING DETAILS

DRAWING TITLE: ELEVATIONS 1
 DATE OF ISSUE: 11/07/2025
 DRAWING SCALE: 1:100
 REVISION NO: 00 DRAWING NO.: Schre044820 / 03



Legend
 Custom Orb 0.47 TCT

PLANS DRAWN BY	JOB DETAILS	DRAWING DETAILS
<p>NOW BUILDINGS P 1300 553 779 F 1300 554 882 E john@nowbuildings.com.au www.nowbuildings.com.au</p>	<p>PROJECT: Schre044820 18m W x 36m L x 5.7m H - DriveThrough CLIENT: Ryley Schreiber, Ryley Schreiber ADDRESS: Mooga QLD 4455</p>	<p>DRAWING TITLE: ELEVATIONS 2 DATE OF ISSUE: 11/07/2025 DRAWING SCALE: 1:150 REVISION NO: 00 DRAWING NO.: Schre044820 / 04</p>



FLOOR PLAN

LEGEND

— Full Height Sheeting

PLANS DRAWN BY

NOW BUILDINGS

P 1300 553 779 F 1300 554 882
 E john@nowbuildings.com.au
 www.nowbuildings.com.au

JOB DETAILS

PROJECT: Schre044820 | 18m W x 36m L x 5.7m H - DriveThrough
 CLIENT: Ryley Schreiber, Ryley Schreiber
 ADDRESS: Mooga QLD 4455

DRAWING DETAILS

DRAWING TITLE: FLOOR PLAN
 DATE OF ISSUE: 11/07/2025
 DRAWING SCALE: 1:150
 REVISION NO: 00 DRAWING NO.: Schre044820 / 05