



SOUTHERN DOWNS REGIONAL COUNCIL

GENERAL MEETING OF COUNCIL

Dear Councillors

Your attendance is hereby requested at the General Meeting of Council to be held in the Council Chambers, Southern Downs Regional Council, 61 Marsh Street, Stanthorpe on **Wednesday, 26 November 2014 at 9.00AM.**

Notice is hereby given of the business to be transacted at the meeting.

David Tuxford

ACTING CHIEF EXECUTIVE OFFICER

20 November 2014

ORDER OF BUSINESS:

1.	ATTENDANCE	1
2.	APOLOGIES.....	1
3.	CONDOLENCES	1
4.	READING AND CONFIRMATION OF MINUTES.....	1
4.1	General Council Meeting - 22 October 2014.....	1
4.2	Special Council Meeting - 7 November 2014	1
4.3	Special Council Meeting - 14 November 2014	1
5.	DECLARATIONS OF CONFLICTS OF INTEREST	1
6.	READING AND CONSIDERATION OF CORRESPONDENCE	2
6.1	Correspondence	2
7.	RECEPTION AND READING OF PETITIONS AND JOINT LETTERS.....	16
	Nil	
8.	BUSINESS & COMMUNITY SERVICES DEPARTMENT REPORTS	17
8.1	Executive - SDRC Annual Report 1 July 2013 to 30 June 2014.....	17
8.2	BCS - Financial Report as at 31 October 2014	19
8.3	BCS - Quarterly Financial Review to 30 September 2014.....	26
8.4	BCS - YMCA Brisbane Proposed Staff Uniform Co-Branding Design	49
8.5	BCS - Asset Management Plan - Buildings.....	52
8.6	BCS - Saleyards Display Areas	58
8.7	BCS - Aerodrome Advisory Group (AAG)	60
8.8	BCS - Executive Performance Report.....	191
8.9	BCS - Removal of Dwelling at Corundum Street, Stanthorpe.....	194
9.	ENGINEERING SERVICES DEPARTMENT REPORTS.....	196
9.1	Engineering Department Monthly Report	196
9.2	Engagement of Consultant to Review Gravel Procedures.....	200
9.3	Operation and Impacts of the Heavy Vehicle National Law (HVNL)	212
9.4	Investigations Into Structure Removal - Gleeson Park, Stanthorpe.....	215
9.5	Request to Bond Works.....	226
9.6	Tender 15/018 - Supply & Delivery of One (1) Articulated Motor Grader under Local Buy Contract BUS 213-5011	230
9.7	Contract No. 15/012 - Tender for the Supply & Delivery of Two (2) Tandem Drive Tip Trucks.....	234
9.8	Results of Fluoridation Survey	238
9.9	Customer Service Standards - Water & Wastewater.....	240
9.10	Allora Water Supply Bores.....	249

10.	PLANNING & ENVIRONMENT DEPARTMENT REPORTS	251
10.1	Amendment to the Local Heritage Register	251
10.2	Condamine Catchment Natural Resource Management Plan 2015	253
10.3	Draft Planning and Development Bill 2014 (Qld).....	255
10.4	GrainX Facility Operations	259
10.5	Material Change of Use - Gap Creek Farm Pty Ltd, 9674 Cunningham Highway, Tregony.....	262
11.	REPORTS OF DEPUTATION OR CONFERENCE & REPORTS FROM DELEGATES APPOINTED BY COUNCIL TO OTHER BODIES	293
	Nil	
12.	NOTICES OF MOTION	293
	Nil	
	RESOLUTIONS UPDATE	293
13.	GENERAL BUSINESS	293
14.	CONSIDERATION OF CONFIDENTIAL BUSINESS ITEMS	293
14.1	Executive - Submission to the Australian Federal Government for Seed Funding for the Emu Swamp Dam Project	294
14.2	BCS - Vacant Water Charges	294
14.3	BCS - Request for a Refund of Vacant Water Access Charges	294
14.4	BCS - Sale of Land for Unpaid Rates	294
14.5	BCS - Home Haemodialysis	294
14.6	BCS - Rating Consultation Group (RCG)	294
14.7	BCS - Proposed Use of Surplus Funds from the 2014-2015 Community Support Program	294
14.8	BCS - Festivals and Carnivals Budget Proposal 2014-2015	294
14.9	Costs to Provide Assistance to River Trusts	295
14.10	Report on Potential Property Modification Measures in Stanthorpe and Leyburn	295

1. ATTENDANCE

2. APOLOGIES

3. CONDOLENCES

Recommendation

THAT Council recognise those recently departed from the region.

4. READING AND CONFIRMATION OF MINUTES

4.1 General Council Meeting - 22 October 2014

Recommendation

THAT the minutes of the General Council Meeting held on Wednesday 22 October 2014 be adopted.

4.2 Special Council Meeting - 7 November 2014

Recommendation

THAT the minutes of the Special Council Meeting held on Friday 7 November 2014 be adopted.

4.3 Special Council Meeting - 14 November 2014

Recommendation


THAT the minutes of the Special Council Meeting held on Friday 14 November 2014 be adopted.

5. DECLARATIONS OF CONFLICTS OF INTEREST

6. READING AND CONSIDERATION OF CORRESPONDENCE

6.1 Correspondence

Document Information

	Report To: General Council Meeting	
	Reporting Officer:	Meeting Date: 26 November 2014
	Acting Chief Executive Officer	File Ref: N/A

Recommendation

THAT the report of the Chief Executive Officer in relation to Correspondence be received.

Report

1. **The Minister for Local Government, Community Recovery and Resilience** in response to Council's letter requesting a review of Sections 111 and 115 of the *Local Government Regulations 2012* regarding valuation adjustments, a copy of which is attached.

Action: Referred to Acting Direction Business and Community Services.

2. **Local Government Managers Australia** regarding the 2014 LGMA Queensland Southern Queensland Rural Management Challenge and advising that Council's team was runner-up in the Challenge. A copy is attached.

Action: Noted.

3. **Department of the Environment** - Decision Approval for Construction of a dam and associated infrastructure at Emu Swamp, Stanthorpe.

Action: Referred to Director Engineering Services.

Attachments

1. Letter from Hon.David Crisafulli [View](#)
2. Letter from LGMA [View](#)
3. Letter from Department of the Environment [View](#)



Hon David Crisafulli MP
Minister for Local Government,
Community Recovery and Resilience

2439824
now
general . FYI .

Our ref: MC14/3494

Your ref: JOJO-25.12

16 OCT 2014

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43 George Street
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Queensland 4002 Australia
Telephone +61 7 3234 1870
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Website www.dlgcr.qld.gov.au

Councillor Peter Blundell
Mayor
Southern Downs Regional Council
PO Box 26
WARWICK QLD 4370

Dear Councillor Blundell 

Thank you for your letter of 17 September 2014, requesting a review of sections 111 and 115 of the *Local Government Regulation 2012* (LGR).

I note your advice that Southern Downs Regional Council has recently received valuation adjustments for approximately 270 properties from the Department of Natural Resources and Mines, dating back to August 2012. As a result of the new valuations, Council is required to make rates adjustments. I note your advice that the three year retrospective rates adjustment will cost your ratepayers up to \$20,000 in additional charges.

You consider the mandatory provision in section 111 of the LGR to be in contradiction to section 115 which states that Council may recover the amount of rates owing.

I agree section 111 of the LGR is a mandatory provision which requires a rates adjustment to be made when the valuation of land changes. However, I do not consider giving local governments a choice under section 115(b) to recover monies conflicts with section 111. It is a matter for a local government whether it passes on an increase in rates to its rate payers who have paid prior to the adjustment.

I consider section 115 as presently drafted to be fair and equitable. The section provides for mandatory refunds and optional recovery. In the circumstances, a review of sections 111 and 115 is not required.

Thank you for bringing this matter to my attention.

Yours sincerely



David Crisafulli MP
Minister for Local Government,
Community Recovery and Resilience



10 November 2014

Mr David Tuxford
A/Chief Executive Officer
Southern Downs Regional Council
PO Box 26
Warwick Qld 4370

Dear David

**2014 LGMA Queensland
Southern Queensland Rural Management Challenge**

Thank you for nominating a team to participate in the 2014 Southern Queensland Rural Management Challenge held in Goondiwindi. The feedback suggests that teams found the experience enjoyable and rewarding. As you know, we like to emphasise that the important part of the challenge is the learning – both individually and as a team – as well as the opportunity to improve knowledge of whole of council business and improve leadership skills. In this context, the results and team placings are secondary.

However, there must be a winner. The Rural Management Challenge results for the Southern Queensland region are as follows:

Winner: Bundy White Knights – Bundaberg Regional Council
Runner-Up: Cool Knights – Southern Downs Regional Council

Congratulations to your team for their fantastic efforts. The four teams performed extremely well and best of all, they had an amazing attitude of learning as much as they could from each other and the experience. Feedback on your team is attached and comprises the team's scores for each task compared to the all-team average for the Southern Queensland region as well as task-by-task comments and feedback on performance for each task.

The post-challenge debriefing process is an important part of the challenge experience and mentors should work with their teams to arrange this. It is also recommended that you, as Chief Executive Officer, be involved in this process, if possible.

Inevitably, your team's focus will be on who won and how they performed on the day of the challenge. However, it is important that beyond that, teams explore the meaning of the challenge in your own workplace context. The translation of new skills and practices into the workplace is the real measure of the Rural Management Challenge programme.

I hope the feedback that you received from your team was positive and I look forward to Southern Downs Regional Council nominating teams in next year's SQ Rural Management Challenge.

If you have any further queries, please do not hesitate to contact Robyn Walker, Manager Training and Development on 07 3174 5004.

Yours sincerely

Peta Irvine
Chief Executive Officer
Enc

LEADING PROFESSIONALS IN LOCAL GOVERNMENT
Level 7 Quay Central, 95 North Quay, Brisbane Qld 4000 Australia
T 07 3174 5006 | F 07 3012 7862 | E admin@lqmagld.org.au | W www.lqmagld.org.au | ABN 97 968 931 841



Australian Government
Department of the Environment

2452506

EPBC Ref: 2006/3201

David Tuxford
A/g Chief Executive Officer
Southern Downs Regional Council
PO Box 26
WARWICK QLD 4370

SOUTHERN DOWNS REGIONAL COUNCIL WARWICK BRANCH	
RECEIVED	
18 NOV 2014	
Action Officer:	<input checked="" type="checkbox"/> File
Tsk	
Dist	
Prod	

Dear Mr Tuxford

Decision on approval

Construction of a dam and associated infrastructure at Emu Swamp, Stanthorpe, Queensland (2006/3201)

I am writing to you in relation to your proposal to construct and operate a dam and associated infrastructure to supply water for irrigated agriculture and urban use within the Southern Downs Local Government Area, Queensland.

I have considered the proposal in accordance with Part 9 of the *Environment Protection and Biodiversity Conservation Act 1999* (EPBC Act) and have decided to grant an approval to Southern Downs Regional Council. The details of my decision are attached. The proposal must be undertaken in accordance with the conditions specified in the approval.

I would appreciate your assistance by informing me when you provide the information specified in the conditions and who will be the contact person responsible for the administration of the approval decision.

Please note any plans required as conditions of approval will be regarded as public documents unless you provide sufficient justification to warrant commercial-in-confidence status.

You should also note that this EPBC Act approval does not affect obligations to comply with any other laws of the Commonwealth, state or territory that are applicable to the action. Neither does this approval confer any right, title or interest that may be required to access land or waters to take the action.

The department has an active audit program for proposals that have been referred or approved under the EPBC Act. The audit program aims to ensure that proposals are implemented as planned and that there is a high degree of compliance with any associated conditions. Please note that your project may be selected for audit by the department at any time and all related records and documents may be subject to scrutiny. Information about the department's compliance monitoring and auditing program is enclosed.



Southern Downs Regional Council



'DOC0170196'

GPO Box 787 Canberra ACT 2601 • Telephone 02 6274 1111 • Facsimile 02 6274 1666
www.environment.gov.au

I have also written to the following parties to advise them of this decision:

Commonwealth Minister

The Hon Barnaby Joyce MP
Minister for Agriculture

State authority

Mr Barry Broe
Coordinator-General
Officer of the Coordinator-General

If you have any questions about this decision, please contact the project manager, Ben Phillips, by email to ben.phillips@environment.gov.au, or telephone 07 3452 7487 and quote the EPBC reference number shown at the beginning of this letter.

Yours sincerely



Deb Callister
Assistant Secretary
Queensland and Sea Dumping Assessment Branch
(1 November 2014



Australian Government
Department of the Environment

Approval

Construction of a dam and associated infrastructure at Emu Swamp, Stanthorpe, Queensland (2006/3201)

This decision is made under sections 130(1) and 133 of the *Environment Protection and Biodiversity Conservation Act 1999*.

Proposed action

person to whom the Approval is granted Southern Downs Regional Council

proponent's ABN ABN 59 786 792 651

proposed action The construction and operation of a dam and associated infrastructure to supply water for irrigated agriculture and urban use within the Southern Downs Local Government Area, Queensland.
[See EPBC Act referral 2006/3201].

Approval decision

Controlling Provision	Decision
Listed threatened species and communities (sections 18 & 18A)	Approved

conditions of Approval

This approval is subject to the conditions specified below.

expiry date of approval

This has effect until 12 November 2074.

Decision-maker

name and position Deb Callister
Assistant Secretary
Queensland and Sea Dumping Assessment Branch

signature

date of decision

11 November 2014

Conditions attached to the approval

1. The **Minister** may determine that a plan, strategy or program approved by the Queensland Government satisfies a plan, strategy or program required under these conditions.

Disturbance Limits

2. The **approval holder** must not **impact** on critically endangered *White Box-Yellow Box-Blakely's Red Gum Grassy Woodland and Derived Native Grassland* or *Callistemon pungens* in excess of the maximum limits specified in Table 1.
3. Table 1 – maximum clearance limits of *White Box-Yellow Box-Blakely's Red Gum Grassy Woodland and Derived Native Grassland*, and *Callistemon pungens* within the Emu Swamp Dam area.

Project component	<i>White Box-Yellow Box-Blakely's Red Gum Grassy Woodland and Derived Native Grassland</i> (ha)	<i>Callistemon pungens</i> (individuals)
Full Supply Level	71.55	45
Access road to Stalling Lane	0.74	0

4. The **approval holder** must not **impact** on any individuals of the following **EPBC listed threatened species**:
 - velvet wattle (*Acacia pubifolia*)
 - granite rose (*Boronia repanda*)
 - black grevillea (*Grevillea scortechinii*).
5. The **approval holder** must not **impact** on any Border thick-tailed gecko (*Uvidicolus sphyrurus*), Spotted-tailed quoll (*Dasyurus maculatus maculatus*), or Large-eared pied bat (*Chalinolobus dwyeri*) habitat in the **Emu Swamp Dam inundation area** unless the **Minister** has approved in writing a report prepared by a **suitably qualified expert**. The report must verify that the **Emu Swamp Dam buffer area** has been rehabilitated to such condition, and **threatening processes** reduced to such a level, that it will maintain the structure, composition and function required to provide habitat for the Border thick-tailed gecko (*Uvidicolus sphyrurus*), Spotted-tailed quoll (*Dasyurus maculatus maculatus*), and Large-eared pied bat (*Chalinolobus dwyeri*).

EPBC Species Impact Management

6. The **approval holder** must implement and maintain for the life of the project **measures for passage** which ensure that **construction of Emu Swamp Dam** will not **significantly impede passage** of Bell's Turtle (*Wollumbinia bellii*) and Murray Cod (*Maccullochella peelii peelii*) at Emu Swamp Dam.

Offsets

7. The **approval holder** must prepare an Offset Management Plan, in accordance with the **EPBC Act Environmental Offsets Policy**, to address significant residual **impacts** to:
 - *White Box-Yellow Box-Blakely's Red Gum Grassy Woodland and Derived Native Grassland* – 72.3 ha;
 - *Callistemon pungens* – 45 plants; and
 - *Uvidicolus sphyrurus* – 18.1 ha.

8. The Offset Management Plan must include:

- a. a detailed baseline description of offset areas, including surveys undertaken, condition of existing matters listed in condition 7 and their habitat;
- b. how the offset areas provide connectivity with other habitats and biodiversity corridors;
- c. performance and completion criteria for evaluating the management of the offset area, and criteria for triggering remedial action (if necessary);
- d. a description of the management measures that will be implemented for the protection the matters listed in condition 7 and their habitat, including a discussion of how measures proposed are consistent with the measures in relevant **conservation advice, recovery plans and threat abatement plans**;
- e. a program to monitor the effectiveness of these measures, and progress against the performance and completion criteria; and
- f. a timeline for when actions identified in the Offset Management Plan will be implemented for the offset area and the proposed legal mechanism for securing the offset.

The **approval holder** must not commence the action until the Offset Management Plan has been approved by the **Minister** in writing. The approved Offset Management Plan must be implemented.

9. The **approval holder** must register and legally secure the offset/s, in accordance with Queensland legislation, within 2 years of the **commencement of construction**.

General

10. Within 7 days after the **commencement of construction**, the **approval holder** must advise the **Department** in writing of the actual date of **commencement of construction**.

11. The **approval holder** must maintain accurate **records** substantiating all activities associated with or relevant to the conditions of approval, including implementation of the offset plan, and make them available upon request to the **Department**. Such **records** may be subject to audit by the **Department** or an independent auditor in accordance with section 458 of the **EPBC Act**, or used to verify compliance with the conditions of approval. Summaries of audits will be posted on the **Department's** website. The results of audits may also be publicised through the general media.

12. Within 3 months of every 12 month anniversary of the **commencement of construction** the **approval holder** must publish a report on their website addressing compliance with each of the conditions of this approval over the previous 12 months, including implementation of the management plan specified in this approval. The **approval holder** must also report against disturbance limits. Documentary evidence providing proof of the date of publication and non-compliance with any of the conditions of this approval must also be provided to the **Department**.

13. Documentary evidence providing proof of the date of publication must be provided to the **Department** at the same time as the compliance report is published. The compliance reports must remain on the website for the period this approval has effect.

14. Potential or actual contraventions of the conditions of the approval must be reported to the **Department** in writing within 2 business days of the **approval holder** becoming aware of the actual or potential contravention. All contraventions must also be included in the compliance reports.

15. Upon the direction of the **Minister**, the **approval holder** must ensure that an independent audit of compliance with the conditions of approval is conducted and a report submitted to the **Minister**. The independent auditor must be approved by the **Minister** prior to the commencement of the audit. Audit criteria must be agreed to by the **Minister** and the audit report must address the criteria to the satisfaction of the **Minister**.
16. If the **approval holder** wishes to carry out any activity otherwise than in accordance with the offset management plan as specified in the conditions, the **approval holder** must submit to the **Department** for the **Minister's** written approval a revised version of that offset management plan. The varied activity shall not commence until the **Minister** has approved the varied offset management plan in writing. If the **Minister** approves the revised offset management plan that offset plan must be implemented in place of the offset management plan originally approved.
17. If, at any time after five years from the date of this approval, the **approval holder** has not commenced construction, then the **approval holder** must not have commenced construction without the written agreement of the **Minister**.
18. Unless otherwise agreed to in writing by the **Minister**, the **approval holder** must publish all offset plans and expert reports referred to in these conditions of approval on their website. Each offset plan and expert report must be published on the website within 1 month of being approved. The **approval holder** must notify the **Department** within 5 business days of publishing the offset plan and/or expert report on their website and the offset plan and/or expert report must remain on the website for the period this approval has effect.
19. Unless otherwise agreed to in writing by the **Minister**, for the period this approval has effect, the **approval holder** must provide a copy of each approved offset plan and expert report referred to in these conditions of approval to members of the public upon request. Copies must be provided free of charge as soon as reasonably practicable but within no longer than 21 days of the request.

Definitions

Access road to Stalling Lane means access road construction area connecting Emu Swamp Road to the western end of Stalling Lane. The coordinates of the centreline for the access road to Stalling Lane are:

E151° 48' 51.367"	S28° 45' 22.131"
E151° 48' 49.081"	S28° 45' 19.793"
E151° 48' 48.632"	S28° 45' 19.087"
E151° 48' 48.463"	S28° 45' 18.456"
E151° 48' 48.530"	S28° 45' 17.499"
E151° 48' 48.609"	S28° 45' 16.516"
E151° 48' 48.473"	S28° 45' 15.305"
E151° 48' 48.150"	S28° 45' 14.289"
E151° 48' 47.503"	S28° 45' 13.124"
E151° 48' 46.852"	S28° 45' 12.337"
E151° 48' 45.791"	S28° 45' 11.438"
E151° 48' 44.549"	S28° 45' 10.742"
E151° 48' 43.462"	S28° 45' 10.349"
E151° 48' 41.542"	S28° 45' 9.521"
E151° 48' 40.649"	S28° 45' 8.947"
E151° 48' 39.593"	S28° 45' 8.042"
E151° 48' 38.713"	S28° 45' 7.001"
E151° 48' 38.033"	S28° 45' 5.849"
E151° 48' 37.665"	S28° 45' 4.931"
E151° 48' 37.423"	S28° 45' 3.978"

E151° 48' 37.304"	S28° 45' 2.686"
E151° 48' 37.366"	S28° 45' 1.714"
E151° 48' 37.649"	S28° 45' 0.440"
E151° 48' 38.155"	S28° 44' 59.220"
E151° 48' 38.674"	S28° 44' 58.360"
E151° 48' 39.922"	S28° 44' 56.751"
E151° 48' 42.028"	S28° 44' 54.085"
E151° 48' 42.895"	S28° 44' 53.034"
E151° 48' 44.607"	S28° 44' 51.484"
E151° 48' 45.885"	S28° 44' 50.642"
E151° 48' 47.834"	S28° 44' 49.667"

Approval holder means the person to whom the approval is granted, or any person acting on their behalf, or to whom the approval is transferred under section 145B of the EPBC Act.

Commence construction / commencement of construction means the commencement of site preparation and clearing of vegetation; earthworks, civil works and associated infrastructure (such as workshop, administration facilities, and amenities facilities). Construction does not include:

- minor physical disturbance necessary to establish monitoring programs; or
- activities that are critical to project activities that are associated with mobilisation of plant and equipment, materials, machinery and personnel prior to the start of development or construction only if such activities have no adverse impact on a matter of national environmental significance.

Conservation advice means an approved conservation advice by the Minister under the EPBC Act for an EPBC Act listed species or community.

Department means the Australian Government Department administering the *Environment Protection and Biodiversity Conservation Act 1999*.

Emu Swamp Dam means the dam wall to be constructed as part of this action.

Emu Swamp Dam buffer area means the area shown as the Buffer Area surrounding the Full Supply Level area of the Emu Swamp Dam within the geographical area as defined in the map *EMU SWAMP DAM SUPPLEMENTARY REPORT, Figure 3-1, Inundation Area and Buffer Area* attached to these conditions.

Emu Swamp Dam inundation area means the area shown as Full Supply Level in the map *EMU SWAMP DAM SUPPLEMENTARY REPORT, Figure 3-1, Inundation Area and Buffer Area* attached to these conditions.

EPBC Act means the *Environment Protection and Biodiversity Conservation Act 1999* (Cth).

EPBC Regulations means the *Environment Protection and Biodiversity Regulations 2000* (Cth).

Full Supply Level means the full supply level occurs at 738 m AHD as defined in the map *EMU SWAMP DAM SUPPLEMENTARY REPORT, Figure 3-1, Inundation Area and Buffer Area* attached to these conditions.

Impact means the definition assigned to it in section 527E of the EPBC Act.

Minister means the Minister administering the *Environment Protection and Biodiversity Conservation Act 1999* and includes a delegate of the Minister.

Measures for passage means a design feature, structure of, or structures on, in, or around, the Emu Swamp Dam which enables passage for the life of the project.

Passage means movement of wild aquatic fauna from habitat on either side of the dam wall to habitat on the other side of the dam wall without restriction, injury or mortality (including from increased predation).

Records means all documents or other material in whatever form, including without limitation any correspondence, reports, assessments, methodologies, operations manuals, specifications, training materials and instructions or data.

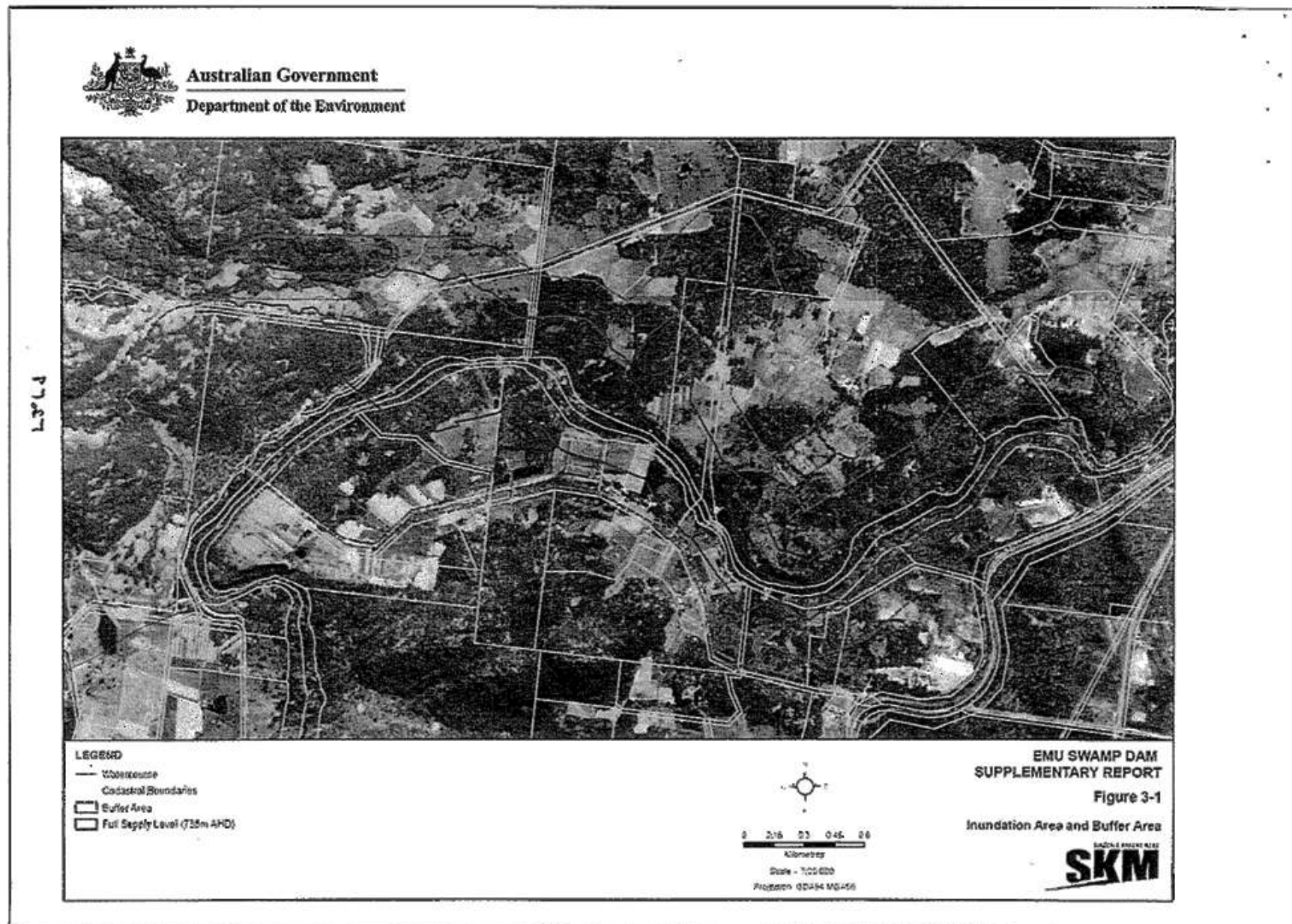
Recovery plan means a recovery plan approved by the Minister under the EPBC Act for an EPBC listed species or EPBC community.

Significantly impede means reduced passage as a result of the Emu Swamp Dam wall resulting in an impact on any population of Bell's Turtle (*Wollumbinia bellii*) and Murray Cod, (*Maccullochella peelii peelii*).

Suitably qualified expert means a person or persons, approved by the department in writing, with suitable training, qualifications and experience to successfully undertake the actions prescribed in the condition.

Threat abatement plan means a threat abatement plan approved by the Minister under the EPBC Act.

Threatening processes means processes that can adversely affect listed threatened species or threatened ecological communities and could include: animal pests; weeds; disease; grazing and fire.





Australian Government
Department of Sustainability, Environment,
Water, Population and Communities

December 2011

COMPLIANCE MONITORING AND AUDITING

This fact sheet provides an overview of the compliance monitoring and auditing program in place for projects referred under the *Environment Protection and Biodiversity Conservation Act 1999* (EPBC Act) and permits granted under the *Environment Protection (Sea Dumping) Act 1981* (the Sea Dumping Act).

What is the EPBC Act?

The EPBC Act is Australia's key national environment law. Under the EPBC Act, proposals which are likely to have a significant impact on matters of national environmental significance (NES) must be referred, assessed, and a decision made by the Minister or his delegate on whether to approve the proposal. For more information about the EPBC Act environment assessment process refer to www.environment.gov.au/epbc/publications/pubs/assessment-process.pdf

What is the Sea Dumping Act?

The Sea Dumping Act regulates the loading and dumping of waste at sea. The Sea Dumping Act fulfils Australia's international obligations under the London Protocol to prevent marine pollution by dumping of wastes and other matter.

Permits are required from the department for all ocean disposal activities, which include:

- dredging
- the creation of artificial reefs
- dumping of vessels, platforms or other man-made structures
- burials at sea

For more information about the Sea Dumping Act refer to www.environment.gov.au/coasts/pollution/dumping/act.html.

What is the monitoring and audit program for?

The department has implemented a program of monitoring and auditing projects that have been referred under the EPBC Act and the Sea Dumping Act to ensure they are complying with their approval/permit conditions or requirements and the legislation.

Monitoring and compliance audits aim to ensure projects with the potential to impact on nationally protected matters are implemented as planned. Monitoring and compliance audits help the Australian Government to understand how well conditions/requirements are being understood and applied, and contribute to improving the effectiveness of the department's operations.

environment.gov.au

Why monitor compliance?

The aim of monitoring compliance is to gather information on levels of compliance; to communicate the findings; and, if necessary, to recommend appropriate corrective or enforcement action.

Inspections are part of the department's monitoring regime. Monitoring also involves regular contact with project personnel to ensure projects are in line with Australian Government environmental requirements.

What is a monitoring inspection?

A monitoring inspection is less formal and less extensive than an audit and involves a site visit to ensure the project complies with the set conditions or any requirements that can be readily assessed on site. Usually a monitoring inspection will not involve a formal review of documentation and records. By intervening early it is less likely that serious non-compliance issues will arise inadvertently.

Monitoring also demonstrates to the community that there are systems in place for measuring and improving compliance, and increases community confidence in the regulatory system.

What is a compliance audit?

A compliance audit is an objective assessment of a project's compliance against selected criteria. Projects are audited against the conditions or requirements that were set when the project was approved (under the EPBC Act) or the permit granted (under the Sea Dumping Act).

A compliance audit usually takes the form of a desktop document review followed by a site

inspection, if necessary. In some cases, the document review provides the department with enough information to verify that a project is compliant with conditions or requirements.

If your project is selected for an inspection or an audit, you will be contacted by a departmental officer who will outline the process and explain any requirements.

Who will be monitored and audited?

Monitoring and auditing is carried out on projects across all areas including mining and energy, government, transport, ports and marine, urban development, tourism and recreation. Projects can be chosen for audit based on either a random selection process or a risk-focused selection process. Any project that has been referred under the EPBC Act or the Sea Dumping Act can be selected for audit.

All audit report summaries are posted on the department's website. The results of audits may also be publicised through the general media. This is to encourage best practice behaviour within the regulated community.

Further information

For further information on the monitoring and audit program, please contact:

The Director, Monitoring and Audit Section
Department of Sustainability, Environment,
Water, Population and Communities
GPO Box 787
CANBERRA ACT 2601
T 02 6274 1111
F 02 6274 1878
E post.approvals@environment.gov.au
W www.environment.gov.au

environment.gov.au


7. RECEPTION AND READING OF PETITIONS AND JOINT LETTERS

Nil

8. BUSINESS & COMMUNITY SERVICES DEPARTMENT REPORTS

8.1 Executive - SDRC Annual Report 1 July 2013 to 30 June 2014

Document Information

	Report To: General Council Meeting	
	Reporting Officer:	Meeting Date: 26 November 2014
	Media Advisor	File Ref: 04.16

Recommendation

THAT Council adopt the Annual Report for Southern Downs Regional Council for the period 1 July 2013 to 30 June 2014.

Report

Section 128 of the *Local Government Regulation 2012* stipulates that local governments must prepare and adopt an Annual Report within 1 month after the day the auditor-general gives the auditor-general's audit report about the local government's financial statements for the financial year to the local government. The various requirements for the report contents are included within the *Local Government Regulation 2012*.

The report contents have been prepared in accordance with the legislative requirements and have been designed by a graphic designer to result in a comprehensive and professional report.

Due to the size of the report a copy will be available on S:\Councillor\Agendas and Minutes\2014\November. The Community Financial Report and Audited Financial Statements have been incorporated into the final report design.

Budget Implications

An amount of \$3,245 covered the design, photographic work and production of the Annual Report. This does not include the costs for the preparation and audit of the financial statements, which are covered under another budget allocation and are included in the Report.

Policy Consideration

Corporate Plan 2014-2019

Foundation 1 - The Southern Downs Sense of Community

Operational Plan 2014-2015

4.5.1 Explore potential efficiencies and opportunities for Council's operations.

Community Engagement

The Annual Report makes reference to and reports against Council's Corporate Plan.

Legislation/Local Law

Section 128 of the *Local Government Regulation 2012*

Options


1. Adopt the SDRC Annual Report for the period 1 July 2013 to 30 June 2014
2. Do not adopt the SDRC Annual Report.

Attachments

Nil

8.2 BCS - Financial Report as at 31 October 2014

Document Information

 Southern Downs REGIONAL COUNCIL	Report To: General Council Meeting	
	Reporting Officer:	Meeting Date: 26 November 2014
	Manager Finance Accountant	File Ref: 12.13

Recommendation

THAT Council receive and note the Financial Report as at 31 October 2014.

Report

A review of Council's operating performance against forecast as at 31 October 2014 shows that total revenue (including capital grants and contributions) exceeds the year to date estimate of \$47.1m by \$100k while expenditure of \$21.9m is in line with the year to date expenditure budget.

Income Statement

As at 31 October 2014, total operating revenue is in line with the expected year to date estimate of \$46.2m. Capital revenue of \$1m exceeds the year to date capital revenue estimate of \$942k.

Overall operating expenditure is \$21.9m and is in line with the year to date budget estimate.

Capital Works in Progress

Capital works expenditure to 31 October 2014 is \$3.7m which is 22.6% of the capital works budget of \$16.6m. The capital works budget has been increased by \$110k for work to be undertaken on 2 blocks in the Stanthorpe industrial estate as resolved by Council on the 29th of April 2014.

Year to date capital expenditure by area is as follows:

	Approved Annual Budget	Carryover & Amendments	Total Budget	YTD Expenditure	% Spent
Land & Land Improvements	-	110,000	110,000	-	
Buildings	193,000	16,491	209,491	120,522	57.5%
Plant & Equipment	4,400,000	(326,328)	4,073,672	227,610	5.6%
Roads, Drains & Bridges	6,845,000	373,623	7,218,623	1,693,171	23.5%
Water	2,610,000	64,555	2,674,555	906,876	33.9%
Wastewater	240,000	(37,000)	203,000	64,075	31.6%
Other Assets	1,450,000	664,465	2,114,465	733,900	34.7%
Total	15,738,000	865,806	16,603,806	3,746,154	22.6%

Budget Implications

The \$110k for work to be undertaken on 2 blocks in the Stanthorpe industrial estate has been added to the capital works budget for 2014-15. This has the effect of reducing the estimated end of year cash position from \$4.403m to \$4.293m unless the 2 block are sold prior to the end of the financial year.

Policy Consideration

Operational Plan 2014-2015

8.3.3 Implement and Review the following agreed Plans and Strategies:

- 8.3.3.1 Review and update the 10 year Financial Plan.
- 8.3.3.2 Annual Review of Debt policy, Procurement Policy, Revenue Policy and Investment Policy.
- 8.3.3.3 Review of Council's internal on-cost charges.

Community Engagement

Nil.

Legislation/Local Law

Local Government Act 2009 and Local Government Regulation 2012.

Options

Nil.

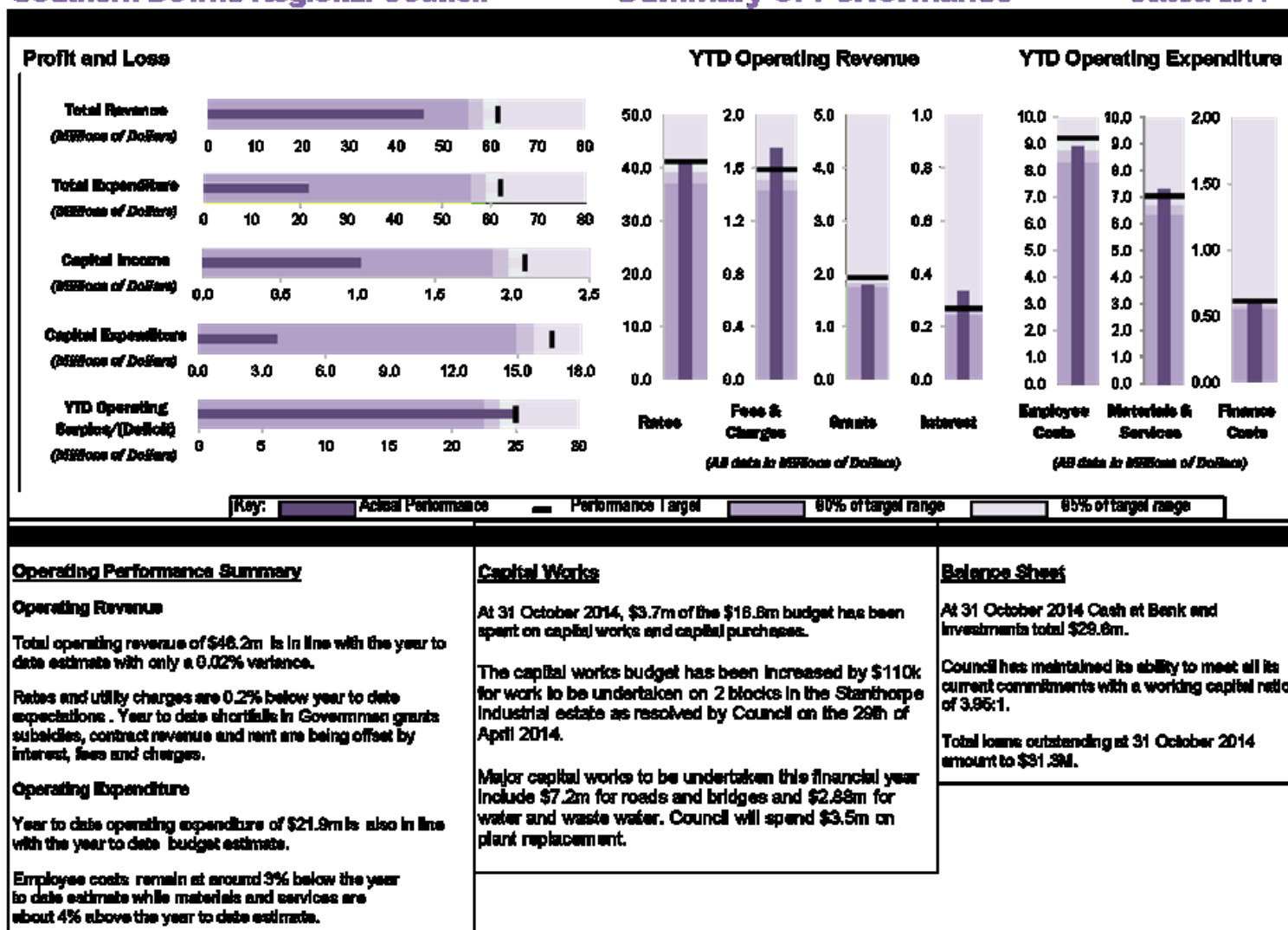
Attachments

1. Finance Report as at 31 October 2014 [View](#)
2. Investment Register [View](#)

Southern Downs Regional Council

Summary of Performance

October 2014



Southern Downs Regional Council Income Statement October 2014

2014 Actual \$		Annual 2013 Budget \$	Planned 2013 YTD Budget \$	Planned 2013 YTD Actual \$
Revenue from ordinary activities				
26,320,000	General Rates	27,091,200	27,091,200	27,231,019
20,092,000	Utility Rates and Charges	20,973,700	16,933,700	16,874,338
(3,953,000)	Lease Discounts	(2,868,400)	(2,722,890)	(2,697,850)
42,459,000		44,196,500	41,324,010	41,407,507
4,623,000	Fees and Charges	5,059,300	1,589,442	1,753,601
1,031,000	Interest	828,000	270,200	333,664
2,219,000	Contract & Sales Revenue	2,590,000	828,800	737,004
805,000	Rent and Other Income	598,500	216,790	141,047
19,008,000	Government Grants and Subsidies	7,771,637	1,938,048	1,801,188
78,165,000	Total Operating Revenue	62,845,937	46,167,290	46,176,012
Expenses from ordinary activities				
27,476,000	Employee Costs	25,457,925	9,206,332	8,920,933
35,411,000	Materials and Services	19,596,976	7,041,830	7,331,334
15,322,000	Depreciation and Amortisation	14,999,433	4,999,932	4,999,932
1,854,000	Finance Costs	1,978,896	614,011	614,825
60,063,000	Total Operating Expenses	62,033,230	21,862,125	21,867,066
(9,898,000)	Operating Surplus/(Deficit) before capital items	12,707	24,305,165	24,308,945
Other Capital Amounts				
14,004,000	Capital Grants, Contributions and Donations	1,883,500	942,000	1,025,404
(7,611,000)	Other capital income and (expenses)	200,000	-	-
(3,607,000)	Net Result Surplus/(Deficit)	2,086,207	25,247,165	25,334,349

Explanation

Income Statement

This Statement outlines:

- all sources of Council's YTD income (revenue).
- all YTD operating expenses incurred. These expenses relate to operations and do not include capital expenditure.

However the depreciation of assets is included.

The Net Result Surplus/(Deficit) for the reporting period is a good measure of council's financial performance.

This figure is determined by deducting total expenses from total revenue.

Southern Downs Regional Council Balance Sheet October 2014

2014 Actual \$		Annual 2013 Budget \$	Planned 2013 YTD Actual \$
Current Assets			
6,541,000	Cash assets & Investments	4,293,336	29,633,908
10,589,000	Receivables (includes Rates & Utilities receivable)	8,118,906	12,230,863
916,000	Assets held for sale	-	916,000
321,000	Inventories	549,913	184,633
18,367,000		12,962,155	42,965,405
Non-Current Assets			
439,000	Trade & Other Receivables	439,000	439,000
946,000	Investment Property	946,000	946,000
783,639,000	Property, plant and equipment	792,203,826	781,306,334
3,700,000	Other Financial Assets	468,107	3,663,760
9,851,000	Capital works in progress	7,898,000	13,600,430
970,000	Intangible Assets	831,220	970,000
799,565,000		802,810,153	800,925,544
817,932,000	TOTAL ASSETS	815,772,308	843,910,949
Current Liabilities			
8,212,000	Creditors and other payables	4,863,866	5,183,824
3,914,000	Provisions	1,606,275	3,784,066
1,905,000	Interest bearing liabilities	2,222,151	1,905,000
14,031,000		8,692,292	10,872,890
Non-Current Liabilities			
29,938,000	Interest bearing liabilities	27,697,990	29,440,917
4,139,000	Provisions	6,574,724	4,139,000
-	Other Payables	907,315	-
34,077,000		35,180,029	33,579,917
48,108,000	TOTAL LIABILITIES	43,872,321	44,452,807
769,824,000	NET COMMUNITY ASSETS	771,900,287	799,458,142
NET COMMUNITY ASSETS			
-	General Reserves	3,375,511	-
237,022,000	Asset Revaluation Reserve	237,022,000	237,022,000
532,782,000	Retained surplus	531,502,696	562,436,142
769,804,000	Retained surplus	771,900,287	799,458,142

Explanation

Balance Sheet

The Balance Sheet outlines what Council owns (its assets) and what it owes (liabilities) at a point in time. Council's net worth is determined by deducting total liabilities from total assets - the larger the equity, the stronger the financial position.

Key Ratios				Key Ratios			
	Budget	YTD Actual	On Target?		Budget	YTD Actual	On Target?
Working Capital Ratio (Current Assets / Current Liabilities)				Interest Coverage Ratio (Net Interest Expense / Total Operating Revenue) (%)			
	1.48 : 1	3.95 : 1	✓		1.25%	0.60%	✓
Target Ratio	> 1:1	> 1:1		Target Ratio Upper Limit (%)	10.0%	10.0%	
This is an indicator of the management of working capital (short term financial capital). Measures the extent to which a Council has liquid assets available to meet short term financial obligations.				This ratio indicates the extent to which a Council's operating revenues are committed to interest expenses. As principal repayments are not operating expenses, this ratio demonstrates the extent to which operating revenues are being used to meet the financing charges associated with debt servicing obligations.			
Operating Surplus Ratio (Net Operating Surplus / Total Operating Revenue) (%)				Asset Sustainability Ratio (Capital Expenditure on the Replacement of Assets (renewals) / Depreciation Expense)			
	3.4%	54.9%	✓		110.7%	74.5%	✗
Target Ratio	0.0% to 15.0%	0.0% to 15.0%		Target Ratio Lower Limit (%)	> 60%	> 60%	
This is an indicator of the extent to which revenues raised cover operational expenses only or are available for capital funding purposes. A positive ratio indicates the percentage of total rates available to help fund proposed capital expenditure. If the relevant amount is not required for this purpose in a particular year, it can be held for future capital expenditure needs by either increasing financial assets or preferably, where possible, reducing debt.				This is an approximation of the extent to which the infrastructure assets managed by the Council are being replaced as these reach the end of their useful lives. Depreciation expense represents an estimate of the extent to which the infrastructure assets have been consumed in a period. Capital expenditure on renewals (replacing assets that the Council already has) is an indicator of the extent to which the infrastructure assets are being replaced.			
Net Financial Liabilities Ratio ((Total Liabilities - Current Assets) / Total Operating Revenue)				Comments on Ratio Results.			
	65.5%	3.2%	✓	The reported ratios are taken from the Department of Local Government guidelines on sustainable financial management. When looking at ratios it is important to acknowledge that they represent a snapshot in time and that anomalies in the reported results are not taken in isolation. The targets are those provided by the Department as a preferred range and results outside those ranges will require further consideration.			
Target Ratio Upper Limit (%)	≤60%	≤60%		Whilst changes to the legislation have amended the required ratios, the ratios listed will continue to be reported on.			
This is an indicator of the extent to which the net financial liabilities of a Council can be serviced by its operating revenues. A positive value of less than 60 per cent is the benchmark as determined by the Department of Local Government. It indicates that Council has the capacity to fund liabilities and to have the capacity to increase its loan borrowings. A positive value greater than 60 per cent but less than a 100% indicates that Council has the capacity to fund liabilities but has limited capacity to increase its loan borrowings. A ratio less than zero (negative) indicates that current assets exceed total liabilities and; therefore, Council has the capacity to increase its loan borrowings.				For the year to date, all ratios are within expected guidelines.			

INVESTMENTS REGISTER

as at 31 October 2014

CASH MANAGEMENT

10.30am CALL ACCOUNT


		<u>PRINCIPAL</u>	<u>INTEREST RATE</u>
GENERAL	QTC SDRC Acct	\$ 6,955,875.21	3.27%
TOTAL	QTC	<u>\$ 6,955,875.21</u>	

BANK BILLS AND BCD

<u>DATE</u>	<u>DESCRIPTION</u>	<u>PRINCIPAL</u>	<u>INTEREST RATE</u>	<u>MATURITY DATE</u>
12-Aug-14	BENDIGO	\$ 800,000.00	3.50%	12-Nov-14
12-Aug-14	QCCU	\$ 800,000.00	3.65%	13-Nov-14
15-Aug-14	QCCU	\$ 800,000.00	3.65%	20-Nov-14
19-Aug-14	NAB	\$ 800,000.00	3.50%	20-Nov-14
21-Aug-14	NAB	\$ 800,000.00	3.50%	28-Nov-14
26-Aug-14	NAB	\$ 800,000.00	3.60%	28-Nov-14
26-Aug-14	QCCU	\$ 800,000.00	3.65%	27-Nov-14
26-Aug-14	SUNCORP	\$ 800,000.00	3.40%	27-Nov-14
26-Aug-14	BANK OF QLD	\$ 800,000.00	3.40%	27-Nov-14
26-Aug-14	QCCU	\$ 800,000.00	3.65%	22-Dec-14
29-Aug-14	WCU	\$ 800,000.00	3.60%	8-Nov-14
29-Aug-14	SUNCORP	\$ 800,000.00	3.40%	27-Nov-14
29-Aug-14	BENDIGO	\$ 800,000.00	3.40%	27-Nov-14
29-Aug-14	BANK OF QLD	\$ 800,000.00	3.40%	4-Dec-14
29-Aug-14	NAB	\$ 800,000.00	3.50%	4-Dec-14
29-Aug-14	QCCU	\$ 800,000.00	3.60%	23-Dec-14
17-Sep-14	WCU	\$ 802,838.60	3.65%	10-Dec-14
18-Sep-14	QCCU	\$ 802,224.66	3.65%	16-Jan-15
1-Oct-14	WCU	\$ 803,232.85	3.50%	7-Jan-15
2-Oct-14	WCU	\$ 802,680.90	3.50%	8-Jan-15
9-Oct-14	BANK WEST	\$ 802,920.55	3.35%	11-Dec-14
15-Oct-14	BANK OF QLD	\$ 804,769.32	3.45%	12-Feb-15
16-Oct-14	WCU	\$ 804,888.71	3.60%	15-Apr-15
23-Oct-14	BANK WEST	\$ 804,772.60	3.40%	21-Jan-15
28-Oct-14	BANK WEST	\$ 806,066.30	3.40%	29-Jan-15
30-Oct-14	BANK WEST	\$ 804,772.60	3.40%	29-Jan-15
30-Oct-14	WCU	\$ 805,198.44	3.35%	4-Feb-15
30-Oct-14	QCCU	\$ 804,766.16	3.65%	29-Apr-15
18-Aug-14	SUNCORP	\$ 300,000.00	3.40%	18-Nov-14
TOTAL		<u>\$ 22,748,118.69</u>		
GRAND TOTAL			<u>\$ 29,703,994.90</u>	

8.3 BCS - Quarterly Financial Review to 30 September 2014

Document Information

 Southern Downs REGIONAL COUNCIL	Report To: General Council Meeting	
	Reporting Officer:	Meeting Date: 26 November 2014
	Manager Finance	File Ref: 12.13

Recommendation

THAT Council approve the amended Budget as per Attachment 1.

Report

A review of actual to budget results has been undertaken by Management in order to identify potential budget adjustments arising out of events and activities of the first three months of the financial year. The result of this review is summarised in the following table:

Item	Adopted Budget (Annual)	Increase / (Decrease)	Proposed Amended Budget
Operating Income			
Rates & Utility Charges	\$45.20M	\$0.12M	\$45.32M
Fees and charges	\$5.06 M	\$0.01M	\$5.07M
Sales – contract and recoverable works	\$2.59M		\$2.59M
Operating grants and subsidies	\$7.77M	\$0.03M	\$7.80M
Interest received	\$0.83M		\$0.83M
Other income	\$2.68M	(\$0.03M)	\$2.65M
Total income	\$64.13M	\$0.13M	\$64.26 M
Expenses			
Employee Costs	\$25.47M		\$25.47M
Materials and services	\$19.59M	\$0.20 M	\$19.79M
Depreciation and amortisation	\$14.99M		\$14.99M
Finance costs	\$1.98M	(\$0.13M)	\$1.85M
Total expenses	\$62.03M	\$0.07M	\$62.10M
Net result attributable to Council	(\$2.1 M)	(\$0.06M)	(\$2.16M)

The \$60,129 Increase in the net result is in relation to the amount transferred from Water and Waste Water's operational budget to capital works.

There are various internal adjustments arising from the budget movements listed above. These adjustments are detailed in Attachment 1.

Budget Implications

The net change is an increase in the end of year surplus of \$2.1M to \$2.16M.

Policy Consideration

Nil.

Community Engagement

Nil.

Legislation/Local Law

Local Government Act 2009 and Local Government Regulation 2012.

Options

1. Approve the amended Budget as per Attachment 1.
2. Not approve the amended Budget as per Attachment 1.

Attachments

1. Quarterly Budget Review - 30 September 2014 [View](#)

QUARTERLY BUDGET REVIEW - SEPTEMBER 2014					
WHOLE OF COUNCIL					
OPERATING BUDGET					
Description	Actual	Budget 2014-15	Variance	Amendment Requests	Amended Budget
Revenue					
Capital Revenue	505,469	1,888,500	1,378,031	0	1,888,500
Fees and Charges	1,262,438	5,059,300	3,796,862	12,500	5,071,800
Operating Grants and Subsidies	1,912,326	7,771,633	5,859,311	31,450	7,803,083
Interest Received	214,308	828,000	613,692	0	828,000
Leasing Income	82,898	155,000	72,107	0	155,000
Rates and Utility Charges	41,446,575	45,198,500	3,751,925	122,692	45,321,192
Recoverable Works	162,482	2,590,000	2,427,518	0	2,590,000
Sundry Revenue	49,535	443,500	393,965	32,585	410,915
Asset Expenses	0	200,000	200,000	0	200,000
Total Revenue	45,696,026	64,129,433	18,433,411	134,057	64,263,490
Expenses					
Contracts & Services	2,091,243	7,443,951	5,382,102	209,650	7,647,601
Depreciation	3,749,964	14,999,433	11,210,184	0	14,999,433
Employee Costs	6,891,223	25,465,690	18,574,502	8,305	25,473,995
Finance Costs	549,150	1,978,896	1,427,566	(130,000)	1,848,896
Internal Charges	161,720	(1,040,808)	(1,202,528)	0	(1,040,808)
Materials	3,218,330	14,045,571	10,827,241	(8,027)	14,037,544
Other Expenses	627,798	2,140,460	1,512,667	0	2,140,460
Plant Hire	(442,149)	(3,000,000)	(2,557,851)	0	(3,000,000)
Total Expenses	16,787,273	62,033,193	45,173,894	79,928	62,107,121
Net Surplus (Deficit)	28,908,753	2,096,240	(26,880,473)	54,129	2,156,369

QUARTERLY BUDGET REVIEW - SEPTEMBER 2014
BUSINESS AND COMMUNITY SERVICES DIRECTORATE

Description	Actual	Budget 2014-15	Variance	Amendment Requests	Amended Budget
Revenue					
Capital Revenue	505,469	1,883,500	1,378,031	0	1,883,500
Fees and Charges	660,161	2,803,300	2,143,139	0	2,803,300
Operating Grants and Subsidies	1,364,267	5,410,137	4,045,870	0	5,410,137
Interest Received	214,308	828,000	613,692	0	828,000
Leasing Income	82,893	155,000	72,107	0	155,000
Rates and Utility Charges	25,603,892	25,481,200	122,692	122,692	25,603,892
Recoverable Works	6,813	10,000	3,188	0	10,000
Sundry Revenue	5,155	195,500	190,345	0	195,500
Total Revenue	28,442,958	36,766,637	8,323,679	122,692	36,889,329
Expenses					
Asset Expenses	0	(200,000)	(200,000)	0	(200,000)
1 Contracts & Services	395,827	1,120,570	724,543	172,000	1,292,370
2 Depreciation	424,575	1,658,771	1,234,196	0	1,658,771
3 Employee Costs	3,883,833	14,987,001	11,053,168	0	14,987,001
4 Finance Costs	175,715	476,262	300,547	(130,000)	346,262
5 Internal Charges	(427,449)	(9,003,308)	(8,575,859)	47,040	(8,956,268)
6 Materials	1,007,099	5,525,969	4,518,870	187,132	5,713,101
7 Other Expenses	229,771	885,960	656,189	(135,578)	750,382
8 Plant Hire	295,464	899,352	603,888	361,660	1,261,012
Total Expenses	5,984,835	16,300,377	10,315,542	502,254	16,802,631
Net Surplus (Deficit)	(22,458,123)	(20,466,260)	1,991,863	379,562	(20,086,698)

QUARTERLY BUDGET REVIEW - SEPTEMBER 2014						
Business & Community Services Directorate Department - Cassie Martinez						
OPERATING BUDGET						
Account	Description	Actual \$ ACTP	Budget 2013-14 (Amend)	Variance	Amendment Requests	Amended Budget \$ PCRP
		\$	\$	\$	\$	\$
REVENUE						
	Pass and Charges	0	0	0	0	0
	Operating Grants and Subsidies	0	0	0	0	0
	Interest Received	0	0	0	0	0
	Leasing Income	0	0	0	0	0
	Rates and Utility Charges	0	0	0	0	0
	Recoverable Works	0	0	0	0	0
	Sundry Revenue	0	0	0	0	0
	Capital Revenue	0	0	0	0	0
TOTAL REVENUE		0	0	0	0	0
EXPENSES						
	1 Contracts & Services	1,870	14,700	12,830		14,700
	2 Depreciation	0		0	0	0
	3 Employee Costs	44,482	212,800	168,318	0	212,800
	4 Finance Costs	0		0	0	0
	5 Internal Charges	(255,405)	(691,000)	(435,595)	0	(691,000)
	6 Materials	742	12,000	11,258	0	12,000
	7 Other Expenses	0		0	0	0
	8 Plant Hire	3,821	21,780	17,959	0	21,780
TOTAL EXPENSES		(202,134)	(564,200)	(362,066)	0	(564,200)
NET SURPLUS (DEFICIT)		181,874	344,740	262,844	0	264,740

QUARTERLY BUDGET REVIEW - SEPTEMBER 2014						
Community Facilities Department - Michael Bell						
OPERATING BUDGET						
Account	Description	Actual 2014/09 \$	Budget 2013/14 (Actual) 1,591,000 \$	Variance \$	Amended Budget 2014/09 \$	Notes
REVENUE						
	Fees and Charges	206,134	2,294,830	1,797,995	2,294,830	
	Operating Grants and Subsidies	0	0	0	0	
	Interest Received	90,478	185,880	192,527	185,000	
	Lending Income	82,888	185,880	79,227	185,000	
	Rates and Utility Charges			0	0	
	Recoverable Works			0	0	
	Secondary Revenues	25	138,880	138,485	138,800	
	Asset Expenses	0	200,000	200,000	200,000	
	Capital Revenue			0	0	
TOTAL REVENUE		379,494	2,998,590	2,298,098	0	2,998,590
EXPENSES						
	1 Contracts & Services	157,385	387,888	208,734	387,888	
	2 Depreciation	244,942	322,307	89,345	322,307	
	3 Employee Costs	89,856	3,784,108	2,805,048	3,784,108	
	4 Property Costs	42,465	195,147	148,244	195,147	
	5 Interest Charges	(2,520)	2,385,252	2,387,888	47,840	Footpath Management nil Budget transferred from Maintenance Operations
	6 Materials	403,228	2,837,616	1,436,888	205,440	Footpath Management nil Budget transferred from Maintenance Operations
	7 Other Expenses	84,880	185,708	84,880	0	
	8 Plant Hire	203,620	881,705	880,087	245,880	Footpath Management nil Budget transferred from Maintenance Operations
TOTAL EXPENSES		2,024,781	18,399,882	16,308,181	482,842	18,804,884
NET SURPLUS (DEFICIT)		(1,645,287)	(15,401,292)	(14,009,129)	(482,842)	(15,894,941)

QUARTERLY BUDGET REVIEW - SEPTEMBER 2014						
Community Services Department - Sheila Stebbins						
OPERATING BUDGET						
Account	Description	Actual 15/09/14 £	Budget 2014/15 (Actual) 25/09/14 £	Variance £	Amendment Required £	Amended Budget 25/09/14 £
REVENUE						
	Fees and Charges	87,484	872,280	221,388		872,280
	Operating Grants in Disbursement	134,829	824,587	388,836		824,587
	Interest Received		0	0		0
	Lending Income		0	0		0
	Rates and Utility Charges		0	0		0
	Responsible Work	451	0	451		0
	Grants Income		0	0		0
TOTAL REVENUE		222,313	896,867	408,305	0	896,867
EXPENDITURE						
	1 Controlled Services	1,224	35,459	34,235		35,459
	2 Depreciation	28,822	1,522,225	84,603		1,522,225
	3 Employee Costs	327,341	1,785,778	358,237		1,785,778
	4 Finance Costs	8,847	38,838	28,991		38,838
	5 Interest Charges	422,358	1,483,828	1,061,470		1,483,828
	6 Materials	81,824	842,548	860,724		842,548
	7 Other Expenses	1,34,921	725,258	600,337		725,258
	8 Premises	23,222	1,38,888	115,666		1,38,888
TOTAL EXPENDITURE		1,025,258	4,325,834	3,300,576	(518,728)	4,325,834
NET AMPLINE (DEFICIT)		(802,945)	(3,428,967)	(2,892,271)	(518,728)	(3,428,967)

Money allocated to the River Improvement Trust which was covered in Infrastructure Services
 Money allocated to the River Improvement Trust which was covered in Infrastructure Services
 Money allocated to the River Improvement Trust which was covered in Infrastructure Services

QUARTERLY BUDGET REVIEW - SEPTEMBER 2014						
Corporate Services Department - Peter Gibbin						
OPERATING BUDGET						
Account	Description	Actual 2014/15	Budget 2014-15 (Planned) 2014/15	Variance	Amendment Requests	Amended Budget 2014/15
		\$	\$	\$	\$	\$
REVENUE						
	Fees and Charges	0		0	0	0
	Operating Grants and Subsidies	0		0	0	0
	Interest Received	0		0	0	0
	Lending Income	0		0	0	0
	Rates and Utility Charges	0		0	0	0
	Recoverable Works	3,750	2,000	3,750	0	2,000
	Sundry Revenue	161	53,000	52,839	0	53,000
	Capital Revenue	0		0	0	0
TOTAL REVENUE		3,911	55,000	45,149	0	55,000
EXPENSES						
	1 Contracts & Services	79,745	195,000	121,255	0	195,000
	2 Depreciation	4,077	10,297	12,220	0	10,297
	3 Employee Costs	220,969	1,177,652	957,049	0	1,177,652
	4 Finance Costs	61,951	60,205	(1,646)	0	60,205
	5 Internal Charges	266,436	1,072,010	795,574	0	1,072,010
	6 Materials	269,657.24	776,580	506,923	0	776,580
	7 Other Expenses	0	0	0	0	0
	8 Plant Hire	24,674	79,102	54,228	0	79,102
TOTAL EXPENSES		2,040,852	3,309,136	2,388,774	0	3,309,136
NET SURPLUS (DEFICIT)		(1,936,941)	(2,254,136)	(2,299,325)	0	(2,254,136)

QUARTERLY BUDGET REVIEW - SEPTEMBER 2014						
Finance Department - James Overstone						
OPERATING BUDGET						
Account	Description	Actual 15/09/14 £	Budget 2014/15 25/09/14 £	Variance £	Amendment 25/09/14 £	Notes
REVENUE						
	Capital Revenue	994,489	1,048,300	1,379,851		1,048,300
	Rent and Charges	40,601	227,808	264,400		227,808
	Operating Grants as Offsets	1,232,749	5,339,809	2,874,359		5,339,809
	Income Received	264,339	948,600	460,388		948,600
	Leasing Income					
	Rent and Utility Charges	28,693,892	28,484,329	132,892	223,892	28,693,892
	Recoverable Works	8,800	8,800	6,500		8,800
	Gravely Services	3,200	3,800	2,896		3,800
	Capital Revenue			0		0
TOTAL REVENUE		22,973,396	35,382,306	3,784,304	223,892	35,403,392
EXPENSES						
	1 Council Buildings	144,888	232,428	174,612	132,000	464,408 Local Authority Valuation Fee and Audit Fee budget transferred from Finance Costs as of 1st March
	2 Depreciation			0		0
	3 Employee Costs	2,083,889	6,081,392	3,897,329		6,081,392
	4 Finance Costs	58,451	286,808	138,486	(138,406)	58,808 Transfer budget to cover Local Authority Valuation Fee and Audit Fee for the year
	5 Interest Charges	(264,694)	(16,671,600)	(16,406,702)		(16,671,600)
	6 Materials	22,622	226,632	349,838	64,662	450,294 Transfer budget to cover Local Authority Valuation Fee and Audit Fee for the year
	7 Other Expenses			0		0
	8 Pension	23,885	67,888	49,604		67,888
TOTAL EXPENSES		1,945,340	-1,637,427	-16,222,773	223,892	-1,794,738
NET SURPLUS (DEFICIT)		21,028,056	36,995,227	3,999,279	0	36,995,227

QUARTERLY BUDGET REVIEW - SEPTEMBER 2014						
Information Technology Department - Barry Dinkham						
OPERATING BUDGET						
Account	Description	Actual 15ACTY1	Budget 2013-2014 (Per week)	Variance	Amendment Requests	Amended Budget 15FOBPS
		\$	\$	\$	\$	\$
REVENUE						
	Fees and Charges	000	0	000	0	0
	Operating Grants and Subsidies	0	0	0	0	0
	Interest Received	0	0	0	0	0
	Lending Income	0	0	0	0	0
	Rent and Utility Charges	0	0	0	0	0
	Receivable Writals	0	0	0	0	0
	Sundry Revenue	1,372	1,400	272	0	1,400
	Capital Revenue	0	0	0	0	0
TOTAL REVENUE		1,388	1,400	288	0	1,400
EXPENSES						
	2. Contracts & Writals	181,158	187,353	171,157		187,353
	2 Depreciation	153,805	887,041	-653,305	0	887,041
	3 Employee Costs	155,172	878,588	-663,515	0	878,588
	4 Finance Costs	0	0	0	0	0
	5 Internal Charges	(506,162)	(2,444,500)	(5,045,788)	0	(2,444,500)
	6 Materials	346,000	1,675,612	1,407,611	0	1,675,612
	7 Other Expenses	0	0	0	0	0
	8 Plant Hire	6,288	24,186	14,808	0	24,186
TOTAL EXPENSES		17,288	724,827	707,539	0	724,827
NET SURPLUS (DEFICIT)		(61,900)	(704,327)	(704,591)	0	(724,827)

QUARTERLY BUDGET REVIEW - SEPTEMBER 2014
CEO OFFICE DIRECTORATE

Description	Actual	Budget 2014-15	Variance	Amendment Requests	Amended Budget
Revenue					
Operating Grants and Subsidies	750	7,500	6,750	3,250	4,250
Leasing Income	0	0		0	0
Sundry Revenue	12,963	0	12,963	12,960	12,960
Total Revenue	13,713	7,500	6,213	9,710	17,210
Expenses					
1 Contracts & Services	10,460	155,700	145,240	(6,000)	149,700
3 Employee Costs	292,771	1,141,572	848,801	5,000	1,146,572
4 Finance Costs	0	0	0	0	0
5 Internal Charge	18,298	12,500	(5,798)	0	12,500
6 Materials	51,951	218,244	166,293	11,830	230,074
7 Other Expenses	171,317	755,000	583,683	0	755,000
8 Plant Hire	3,653	13,272	9,619	0	13,272
Total Expenses	548,450	2,296,288	1,747,838	10,830	2,307,118
Net Surplus (Deficit)	534,737	2,288,788	1,754,051	1,120	2,289,908

QUARTERLY BUDGET REVIEW - SEPTEMBER 2014						
CEO Office Directorate Department - David Turford						
OPERATING BUDGET						
Revenue	Description	Actual 2014/15 £	Budget 2014/15 £	Variance £	Amendment Request £	Revised Budget 2014/15 £
REVENUE	Fee and Charge			0		0
	Quotations and Retention			0		0
	Interest Received			0		0
	Lending Income			0		0
	Rent and Utility Charge			0		0
	Grants and Gifts			0		0
	Capital Receipts	0	0	0		0
TOTAL REVENUE		0	0	0	0	0
EXPENDITURE	1 Current Expenditure	1,000	1,000	0	0	1,000
	2 Depreciation	0	0	0	0	0
	3 Employee Costs	0	0	0	0	0
	4 Finance Costs	0	0	0	0	0
	5 Interest Charges	0	0	0	0	0
	6 Materials	0	0	0	0	0
	7 Other Expenditure	0	0	0	0	0
TOTAL EXPENDITURE		0	0	0	0	0
NET RESULT (DEFICIT)		0	0	0	0	0

QUARTERLY BUDGET REVIEW - SEPTEMBER 2024						
Human Resources and Organizational Development Department - Brook March						
OPERATING BUDGET						
Category	Department	Actual YTD 2024 \$	Budget 2024-24 (Actual) \$	Variance \$	Amendment Request \$	Amended Budget \$
Individual	Pay and Changes					
	Learning Growth and Retention	384	7,384	6,384	1,384	4,384
	Interest Received	0	0	0	0	0
	Lending Income					
	Fines and Policy Changes	0	0	0	0	0
	Recoverable Writs	0	0	0	0	0
	Rentary Revenue	0	0	0	0	0
	Capital Services	0	0	0	0	0
		384	7,384	6,384	1,384	4,384
GROUP						
	1 General Services	1,102,320	1,102,320	200,320		1,102,320
	2 Department	0	0	0	0	0
	3 Employee Costs	287,225	682,473	417,667	1,000	683,473
	4 Property Costs	0	0	0	0	0
	5 Interest Changes	(34,878)	(34,880)	(136,880)	0	(34,880)
	6 Materials	20,370	204,480	187,687	(1,370)	203,317
	7 Other Expenses	0	0	0	0	0
	8 Fines & In	1,384	23,320	6,320		23,320
		283,899	694,889	204,622	-1,370	693,519
TOTAL DEPARTMENT						
		(104,000)	(104,000)	(104,000)	(1,370)	(105,370)

QUARTERLY BUDGET REVIEW - SEPTEMBER 2014
ENGINEERING SERVICES DIRECTORATE

	Description	Actual	Budget 2014-15	Variance	Amendment Requests	Amended Budget
Revenue						
	Fees and Charges	138,804	258,000	119,196	12,500	270,500
	Operating Grants and Subsidies	547,309	2,354,000	1,806,691	9,700	2,363,700
	Interest Received				0	0
	Leasing Income					
	Rates and Utility Charges	12,556,312	16,447,600	3,891,288	0	16,447,600
	Recoverable Works	155,670	2,580,000	2,424,330	0	2,580,000
	Sundry Revenue	1,841	98,000	96,159	49,000	49,000
	Total Revenue	13,399,936	21,737,600	8,337,664	26,800	21,710,800
Expenses						
1	Contracts & Services	646,657	2,284,500	1,637,843	12,650	2,297,150
2	Depreciation	3,280,317	13,121,150	9,840,833	0	13,121,150
3	Employee Costs	2,060,328	7,011,650	4,951,322	(150)	7,011,500
4	Finance Costs	334,409	1,353,130	1,018,721	0	1,353,130
5	Internal Charges	(60,325)	5,538,900	5,599,225	(47,040)	5,491,860
6	Materials	2,124,530	7,476,598	5,352,068	(206,989)	7,269,609
7	Other Expenses	103,000	0	(103,000)	135,578	135,578
8	Plant Hire	(877,213)	(4,414,018)	(3,536,805)	(361,660)	(4,775,678)
	Total Expenses	7,611,704	32,371,910	24,760,206	-467,611	31,904,299
	Net Surplus (Deficit)	(5,788,232)	10,634,310	16,422,542	(440,811)	10,193,499

QUARTERLY BUDGET REVIEW - SEPTEMBER 2014							
Engineering Services Directorate Department - Peter See							
OPERATING BUDGET							
Account	Description	Actual 15/ACTP \$	Budget 2013-14 (Actual) 15BUBF \$	Variance \$	Amendment Requests \$	Amended Budget 15FOBP \$	Notes
REVENUE							
	Fees and Charges	3,218	0	3,218	12,800	12,800	Permits for Minor Works
	Operating Grants and Subsidies	6,780	298,000	291,220	9,700	295,700	Grants approved for Get Ready Queensland and 14/15
	Interest Received			0		0	
	Loyalty Income						
	Rates and Utility Charges			0		0	
	Recoverable Works			0		0	
	Sundry Revenue	11	4,000	3,989		4,000	
	Capital Revenue			0		0	
TOTAL REVENUE		11,989	298,000	298,047	22,300	292,300	
EXPENSES							
	1 Contracts & Services	949,922	1,21,190	(228,172)	12,850	193,800	Transfer from Infrastructure Services' Employee Costs
	2 Depreciation	4,135	16,654	12,519		16,654	
	3 Employee Costs	805,448	922,800	117,352	12,800	995,300	
	4 Finance Costs			0		0	
	5 Internal Charges	(127,873)	(515,200)	(387,327)		(515,200)	
	6 Materials	10,880	42,008	31,128	9,700	51,708	Get Ready Queensland 13/14/15 anticipated expenditures
	7 Other Expenses			0		0	
	8 Plant Hire	25,056	118,174	93,118		118,174	
TOTAL EXPENSES		842,032	1,303,044	461,012	35,350	1,34,894	
NET SURPLUS (DEFICIT)		(830,043)	168,966	508,829	(12,050)	257,396	

QUARTERLY BUDGET REVIEW - SEPTEMBER 2014						
Infrastructure Services Department - Peter See						
OPERATING BUDGET						
Account	Description	Actual 2014/09/30	Budget 2013/14 (Actual)	Variance	Amended Budget 2014/09/30	Note
		\$	\$	\$	\$	
REVENUE						
	Fees and Charges	1,890	7,000	5,110	7,000	
	Operating Grants and Subsidies	28,575	151,000	109,425	151,000	
	Interest Received			0	0	
	Leasing Income			0	0	
	Rates and Utility Charges			0	0	
	Recoverable Works			0	0	
	Sundry Revenue			0	0	
	Capital Revenue			0	0	
TOTAL REVENUE		30,465	158,000	109,425	0	158,000
EXPENSES						
	1. Contracts & Services	88,348	322,000	293,652	322,000	
	2. Depreciation	483,900	1,633,962	1,224,462	1,633,962	
	3. Employee Costs	358,000	1,330,300	972,300	1,330,300	Transfer to Engineering Services' Contracts and Services (Professional Fees)
	4. Finance Costs	12,890	52,836	39,946	52,836	
	5. Interest Charges	222,859	796,958	594,099	796,958	
	6. Materials	804,369	2,061,508	1,830,681	2,061,508	
	7. Other Expenses	1,038,800	0	1,038,800	1,038,800	1,038,800 River Improvement Trust Budget Transferred from Community Services
	8. Plant Hire	11,088,783	11,901,783	10,823,000	11,901,783	
TOTAL EXPENSES		14,508,783	14,636,547	10,823,000	14,508,783	
NET SURPLUS (DEFICIT)		14,478	2,894,262	1,894,262	1,894,262	

QUARTERLY BUDGET REVIEW - SEPTEMBER 2014						
Maintenance Operations Department - Chris Whitaker						
OPERATING BUDGET						
Account	Description	Actual 2014/15 \$	Budget 2013-14 (Actual) 2014/15 \$	Variance \$	Amendment Requests \$	Amended Budget 2014/15 \$
REVENUE						
	Fees and Charges	0	2,000	2,000		2,000
	Operating Grants and Subsidies	398,000	1,950,000	1,551,999		1,551,999
	Interest Received	0	0	0		0
	Leasing Income	0	0	0		0
	Rates and Utility Charges	0	0	0		0
	Recoverable Works	155,000	2,000,000	1,845,000		2,000,000
	Subsidy Revenue	0	84,000	84,000	40,000	40,000
	Capital Revenue	0	0	0		0
	TOTAL REVENUE	553,000	4,136,000	3,583,000	40,000	4,000,000
EXPENSE						
	1 Construction Services	152,000	1,152,000	1,004,160		1,152,000
	2 Depreciation	1,785,500	8,822,140	7,036,640		8,822,140
	3 Employee Costs	392,507	2,020,800	1,628,293		2,020,800
	4 Finance Costs	140,720	80,000	60,720		80,000
	5 Interest Charges	(720,000)	2,000,000	2,720,000	(40,000)	2,940,000
	6 Materials	400,000	1,800,000	1,400,000	(194,440)	1,605,560
	7 Other Expenses	0	0	0		0
	8 Plant Hire	1,000,000	2,200,100	1,200,100	(100,000)	1,200,100
	TOTAL EXPENSES	3,649,727	15,975,140	12,325,440	(394,440)	15,580,700
	NET SURPLUS (DEFICIT)	(2,096,727)	(11,839,140)	(8,742,440)	(434,440)	(11,395,300)

QUARTERLY BUDGET REVIEW - SEPTEMBER 2014						Notes
Water & Wastewater Department - Tendekai Mapema						
OPERATING BUDGET						
Account	Description	Actual 2014/15 £	Budget 2014/15 (Planned) 2014/15 £	Variance £	Amended Budget 2014/15 £	
REVENUE						
	Fees and Charges	128,748	248,800	220,254	0	248,800
	Operating Grants and Subsidies	0	0	0	0	0
	Interest Received	0	0	0	0	0
	Lending Income					
	Rent and Utility Charges	22,824,312	26,462,800	2641,289		26,462,800
	Revenue from Private				0	0
	Share Income	1,800	0	1,800	0	0
	Capital Revenue	0	0	0	0	0
TOTAL REVENUE		23,953,860	26,711,600	4,804,720	0	26,711,600
COSTS						
	1 Commercial Services	82,888	888,688	825,880		888,688
	2 Depreciation	1,265,128	4,888,624	3,623,496	0	4,888,624
	3 Employee Costs	383,782	2,028,470	1,644,688	0	2,028,470
	4 Finance Costs	237,785	548,728	310,943	0	548,728
	5 Interest Charges	844,880	2,284,828	1,439,948	0	2,284,828
	6 Materials	787,948	2,278,720	1,490,772	(61,348)	2,217,372 Transfer \$122 to Wastewater to cover cost of engineering - \$122 taken from spending to cover capital
	7 Other Expenses	0	0	0	0	0
	8 Pension	1,100,000	418,874	681,126	0	418,874
TOTAL EXPENSES		5,369,824	13,894,032	8,534,208	(61,348)	13,832,684
DEFICIT (SURPLUS)		18,584,036	12,817,568	(3,729,488)	61,348	12,874,032

Transfer of £1,320 to the department to cover cost of employee training - £1,320 taken from operating no-over capital

QUARTERLY BUDGET REVIEW - SEPTEMBER 2014						
Works Construction Department - Erik Kraak						
OPERATING BUDGET						
Account	Description	Actual 2014-09	Budget 2013-14 (Actual)	Variance	Amended Budget 2014-09	Notes
		\$	\$	\$	\$	
REVENUE	Fees and Charges			0	0	
	Operating Grants and Subsidies			0	0	
	Interest Received			0	0	
	Leasing Income			0	0	
	Rates and Utility Charges			0	0	
	Recoverable Works		500,000	500,000	500,000	
	Granny Revenue			0	0	
	Capital Revenue			0	0	
TOTAL REVENUE		0	500,000	500,000	0	500,000
EXPENSES	1. Contracts & Services	(51,198)	34,800	22,798	24,400	-14,448 PROBULD CIVIL PROBULD CIVIL/Negative Chrs 2011 Flood Retention
	2 Depreciation			0		
	3 Employee Costs	88,684	22,700	(66,194)	22,784	
	4 Finance Costs			0		
	5 Interest Charges	28,911	11,700	(17,211)	11,700	
	6 Subsidies	130	222,000	221,868	222,000	
	7 Other Expenses			0		
	8 Plant Hire	35,473	82,828	48,347	82,828	
TOTAL EXPENSES		105,696	353,328	248,532	0	353,432
NET AMPLUS (DEFICIT)		(105,696)	(153,328)	(248,532)	0	(153,432)

QUARTERLY BUDGET REVIEW - SEPTEMBER 2014 PLANNING & ENVIRONMENT DIRECTORATE							
	Description	Actual	Budget 2014-15	Variance	Amendment Requests	Amended Budget	Notes
Revenue							
	Fees and Charges	463,472	1,998,000	1,534,528	0	1,998,000	
	Operating Grants and Subsidies	0	0	0	25,000	25,000	
	Interest Received	0	0	0	0	0	
	Leasing Income						
	Rates and Utility Charges	3,266,371	3,269,700	16,671	0	3,269,700	
	Recoverable Works	0	0	0	0	0	
	Sundry Revenue	29,575	150,000	120,425	3,455	153,455	
	Total Revenue	3,779,419	5,417,700	1,638,281	28,455	5,446,155	
Expenses							
1	Contracts & Services	978,298	3,852,775	2,874,477	25,000	3,877,775	
2	Depreciation	45,072	180,227	135,155	0	180,227	
3	Employee Costs	654,291	2,375,502	1,721,211	3,455	2,378,957	
4	Finance Costs	39,025	147,324	108,299	0	147,324	
5	Internal Charges	631,195	2,411,100	1,779,905	0	2,411,100	
6	Materials	34,750	824,760	790,010	0	824,760	
7	Other Expenses	123,705	499,500	375,795	0	499,500	
8	Plant Hire	135,947	501,394	365,447	0	501,394	
	Total Expenses	2,642,284	10,792,582	8,150,298	28,455	10,821,037	
	Net Surplus (Deficit)	(2,137,195)	5,374,892	6,532,017	0	5,374,892	


QUARTERLY BUDGET REVIEW - SEPTEMBER 2014					
Planning & Environment Directorate Department					
OPERATING BUDGET					
Account	Description	Actual 2013/14	Budget 2013-14 (Planned)	Variance	Amendment Required
		\$	\$	\$	\$
REVENUE					
	Rent and Charges			0	0
	Operating Grants/Contributions			0	0
	Interest Received			0	0
	Leasing Income			0	0
	Debt as a Liability Charge			0	0
	Recoverable Works			0	0
	Grundy Revenue			0	0
	Capital Revenue			0	0
TOTAL REVENUE		0	0	0	0
EXPENSES					
	1. Contracts & Services	0	300	700	300
	2. Depreciation			0	0
	3. Employee Costs	61,004	228,272	144,788	228,272
	4. Finance Costs			0	0
	5. Interest Charges	(28,794)	(200,700)	(17,906)	(200,700)
	6. Materials	5,452	44,000	38,548	44,000
	7. Other Expenses			0	0
	8. Plant Hire	1,005	4,000	2,995	4,000
TOTAL EXPENSES		38,667	75,572	34,485	75,572
NET SURPLUS (DEFICIT)		(38,667)	(75,572)	(34,485)	(75,572)

QUARTERLY BUDGET REVIEW - SEPTEMBER 2014							
Environmental Services Department - Tim O'Brien							
OPERATING BUDGET							
Account	Description	Actual 15ACTY \$	Budget 2013-2014 (Actual) 15BUDP \$	Variance \$	Amendment Requests \$	Amended Budget 15POM \$	Notes
REVENUE							
	Rear and Charges	135,356	862,800	695,744		862,800	
	Operating Grants and Subsidies			0		0	
	Interest Received			0		0	
	Landfill Income						
	Batter and Utility Charges	3,285,571	3,285,700	16,671		3,285,700	
	Recoverable Materials			0		0	
	Slurry Revenue	26,120	150,000	123,880		250,000	
	Capital Revenue			0		0	
TOTAL REVENUE		3,467,047	4,298,500	759,553	0	4,298,500	
EXPENSES							
	1. Contracts & Services	551,280	3,622,575	2,701,129		3,622,575	
	2 Depreciation	41,727	188,854	125,127		188,854	
	3 Employee Costs	201,094	1,108,476	802,402		1,108,476	
	4 Finance Costs	89,025	147,328	109,299		147,328	
	5 Interest Charges	309,218	1,172,570	863,752		1,172,570	
	6 Materials	18,000	81,258	38,258		81,258	
	7 Other Expenses			0		0	
	8 Plant Hire	58,771	381,582	289,181		381,582	
TOTAL EXPENSES		1,769,115	7,185,513	5,416,403	0	7,185,513	
NET SURPLUS (DEFICIT)		1,700,234	(2,887,013)	(4,673,553)	0	(2,887,013)	

QUARTERLY BUDGET REVIEW - SEPTEMBER 2014						
Planning and Development Department - Cecil Barnard						
OPERATING BUDGET						
Account	Description	Actual 2013/14	Budget 2013/14 (Planned)	Variance	Amendment Request	Revised Budget
		\$	\$	\$	\$	\$
REVENUE						
	Rent and Charges	802,727	1,155,500	352,773		1,155,500
	Operating Grants/Contributions			0	25,000	25,000
	Interest Received			0		0
	Leasing Income			0		0
	Debt or Utility Charges			0		0
	Recoverable Works			0		0
	Grundy Revenue	3,455	0	3,455	3,455	3,455
	Capital Revenue			0		0
TOTAL REVENUE		811,172	1,155,500	344,328	28,455	1,183,955
EXPENSES						
	1. Contracts & Services	37,051	325,300	288,249	25,000	350,300
	2. Depreciation	3,925	18,378	14,453		18,378
	3. Employee Costs	272,305	1,046,354	774,049	3,455	1,050,209
	4. Finance Costs			0		0
	5. Internal Charges	594,792	1,436,880	842,088		1,436,880
	6. Materials	13,236	168,192	154,956		168,192
	7. Other Expenses	123,708	455,500	331,792		455,500
	8. Plant Hire	25,121	125,442	100,321		125,442
TOTAL EXPENSES		980,438	2,561,756	1,581,318	28,455	2,590,211
NET SURPLUS (DEFICIT)		(169,266)	(1,406,256)	(1,236,990)	0	(1,406,256)

8.4 BCS - YMCA Brisbane Proposed Staff Uniform Co-Branding Design

Document Information

	Report To: General Council Meeting	
	Reporting Officer:	Meeting Date: 26 November 2014
	Manager Community Facilities	File Ref: 04.22.11; 05.21.16

Recommendation

THAT Council adopt the proposed uniform design put forward by the YMCA Brisbane for the WIRAC facility.

Report

On 1 November 2014, the YMCA Brisbane took over responsibility of the running of the Warwick Indoor Recreational and Aquatic Centre (WIRAC).

In accordance with the clause 3.8 *Marketing Management, Volume 3, Management of the Aquatic Centre*, the YMCA Brisbane as Centre Manager, as defined under the terms of the contract, is responsible for developing a branding strategy, which must reflect Council's desire for the community to recognise the facility and Council's provision of that facility. The branding strategy should associate the Leisure Centre Manager name and management of the facility on behalf of Council in a discreet manner.

The objective of the branding is that it must integrate and recognise both the facility and its products branding and positioning, with that of Council. The broad objectives are:

- all services, programs, activities and events are to carry both the facility brand and Council's brand and reflect the elements that make up that brand;
- all communications (print materials, advertising, uniforms etc) are to reinforce the brand identity and not that of the Leisure Centre Manager;
- all behavioural elements of the Leisure Centre Manager at the facility are to reflect the brand identity.

In response, the YMCA Brisbane has proposed to establish uniforms for the centre that reflect the above requirements.

Budget Implications

Nil.

Policy Consideration

Nil.

Community Engagement

Nil.

Legislation/Local Law

Contractual arrangement between the Leisure Centre Manager and Council

Options

1. Council adopts the proposed uniform design.
2. Council rejects the proposed uniform design and suggests an alternative.
3. Council rejects the proposed uniform design.

Attachments

1. YMCA Brisbane Proposed Staff Uniform Design [View](#)

Customised Order Art Approval

Art as shown is a guide only, and not exactly to scale. Colours shown are approximate to actual product. Please note that the information you provide on this form will be considered the final art approval, so please ensure all care is taken in proofing text and spelling as the responsibility lies with you the client. Thankyou.



Y logo detail - embroidery to left chest.
Size scaled to best fit.



WIRAC logo detail - embroidery to right chest.
Size scaled to best fit.
** it is permissible to change colour of person to white to stand on red polo shirt.



Sports (active) polo shirt - Cherry/Red.
Embroidery location as shown.

WIRAC logo
Art © YMCA Merchandising 2013

Please advise your approval or alterations.
Artwork fees are \$50 ex GST and includes
up to 2 versions free of charge.

YMCA site WIRAC
Date: 10.11.14
COA: TRB


Approved by:
Version: 1
Date:



YMCA Merchandising
p: 03 8799 0000
e: estore@ymca.org.au

8.5 BCS - Asset Management Plan - Buildings

Document Information

	Report To: General Council Meeting	
	Reporting Officer:	Meeting Date: 26 November 2014
	Manager Community Facilities Technical Officer - Assets	File Ref: 05.21

Recommendation

THAT Council adopt the Asset Management Plan for Buildings.

Report

Summary/Purpose

The purpose of this report is for Council to adopt the Asset Management Plan for Buildings.

Report

What is Asset Management?

Asset management is the combination of financial, economic and engineering management applied to physical assets such as roads, drainage, bridges, footpaths, parks, buildings and water and wastewater infrastructure. The ultimate aim of asset management is to provide the defined (or required) level of service in the most cost effective and efficient way.

Asset management encompasses the entire lifecycle of an asset through the creation, acquisition, operation and maintenance, renewal and disposal of assets in order to cater for the needs of present and future customers/communities. The practice of asset management has significant implications for Council's long-term financial forecast, annual budget, staffing requirements and levels of community satisfaction.

The key elements of asset management are:

- Taking a life cycle approach;
- Developing cost-effective management strategies for the long term;
- Providing a defined level of service and monitoring performance;
- Understanding and meeting the demands of growth through demand management and infrastructure investment;
- Managing risks associated with asset failures;
- Sustainable use of physical resources; and
- Continuous improvement in asset management practices.

What is the driver for Asset Management?

Asset Management requirements for local governments throughout Australia are being steered by the National Asset Management Framework (NAMF). The NAMF sets out a common approach and

common assessment tool to assist local government to identify where it can target action to achieve improved asset management and financial planning.

At a State level, legislative reform has resulted in the changes seen in the *Local Government Act 2009*, which has a clear and mandated focus on financial management, planning and accountability. By law, local governments in Queensland are required to:

- have a long term asset management plan (LGA 104) (5) (a) (ii)
- have an asset register (LGA 104) (5) (b) (ii)
- link asset management plans to long term financial forecast (LGA 168) (c)

What is Southern Downs Regional Council's response to Asset Management?

In 2012, an Asset Management Plan (AMP) was adopted for Parks. Since this time, Council has been progressively collecting asset data and undertaking condition assessments to assist with the development of best practice Asset Management Plans for the following asset classes:

- Roads;
- Footpaths and Cyclepaths;
- Drainage;
- Bridges;
- Buildings;
- Parks;
- Water;
- Wastewater; and
- Waste.

Asset Management Plan – Buildings

This AMP for Buildings has been prepared as a 'core' AMP in accordance with the International Infrastructure Management Manual. It has been prepared to meet the minimum legislative and organisational requirements for sustainable service delivery and long term financial planning and reporting. In essence, core asset management is a 'top down' approach where analysis is applied at the 'system' or 'network' level.

Future revisions of the AMP will move towards 'advanced' asset management using a 'bottom up' approach for gathering asset information for individual assets to support the optimisation of activities and programs to meet agreed service levels. This AMP has been prepared to demonstrate the responsible and sustainable management of assets (and services provided from assets), compliance with regulatory requirements, and communicate the funding required to support the required levels of service on a long-term basis.

The Southern Downs Region covers an area of approximately 7,119.9km² and has 413 known building assets on its books, valued at approximately \$100M.

Table 1: Southern Downs - Buildings

Building type	Number	Replacement Value (\$,000)
Administration	2	8,179
WIRAC	3	10,191
Cultural	5	8,639
Ancillary	1	208
Warwick Town Hall	1	7,662
Stanthorpe Civic Centre	1	4,233
Community Hall	1	1,110

Aerodrome	5	721
Depot	39	6,083
Animal Management	4	355
Community Building	11	2,203
Aquatic	22	5,242
Cemetery	12	507
Housing	22	5,487
Buildings Market Value	2	426
Toilets	47	3,378
Water	20	1,112
Wastewater	16	691
Waste Management	11	1,769
Parks	52	2,068
War Memorial	2	61
Recreation Facility	3	2,412
Saleyards	11	767
SES	7	866
Storage	2	69
Stanthorpe Sport	15	1,917
<i>Rodeo Hall Of Fame*</i>	1	2,356
<i>Stanthorpe Museum Complex *</i>	12	1,614
<i>Managed by Other organisations *</i>	70	17,923
<i>TAFE Campus, Applethorpe (Sold post 2013 Valuation)</i>	13	2,118
TOTAL	413	100,365

The AMP uses a simplified condition rating scale ranging from 1 (being new) to 5 (being very poor) and applies the following strategies for assets at different condition levels:

- Condition 1&2 – Minimum concern and longer frequency monitoring of the assets;
- Condition 3 – Monitor performance and start condition assessments of high risk assets;
- Condition 4 – Candidates for medium term (e.g. 4-8 years) capital replacement;
- Condition 5 – Candidates for short term (e.g. 1-3 year) capital replacement.

The general condition of Council's Buildings is as shown at **Table 2**.

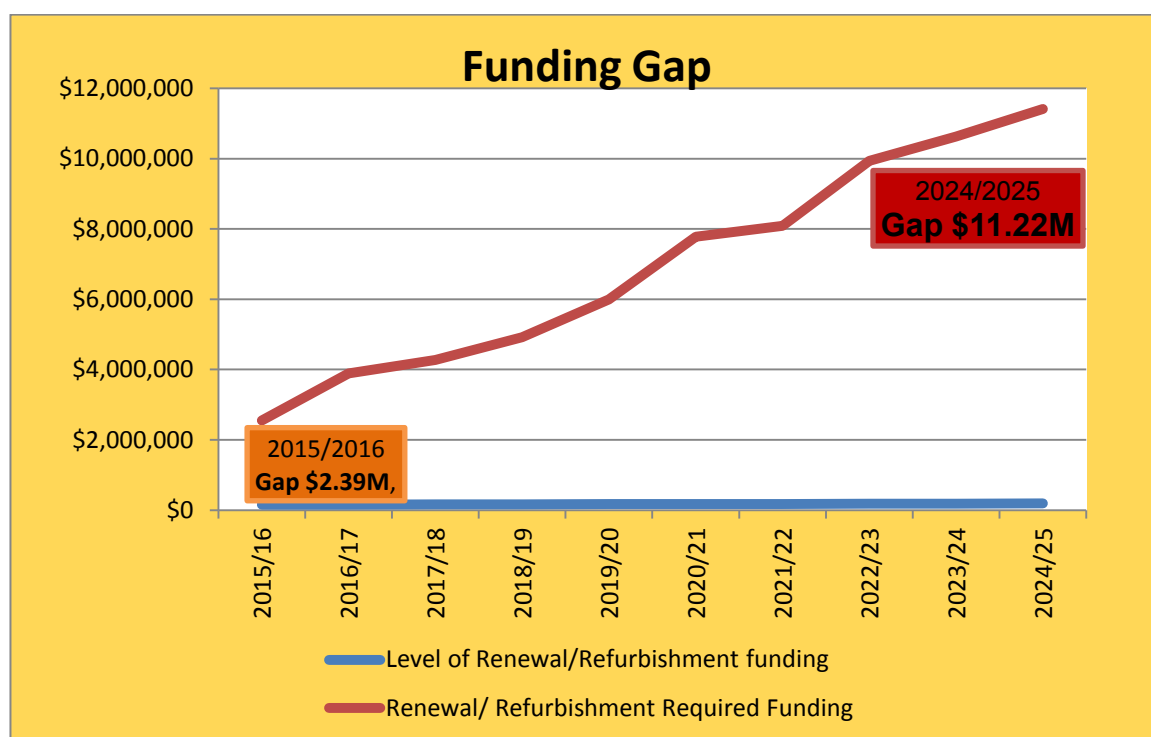
Table 2 – Condition of SDRC Buildings Components

Asset Type	Replacement Cost (\$M)	Asset Condition Rating				
		As New	Good	Fair	Poor	Very Poor
		1	2	3	4	5
Buildings – Super-Structure	41.7	57%	34%	8%	1%	<0.05%
Buildings – Sub-Structure	23.2	51%	43%	5%	1%	<0.05%
Buildings - Roof	15.8	57%	28%	14%	1%	<0.1%
Buildings – Services (Mechanical)	4.7	35%	63%	2%	Nil	Nil
Buildings - Fitouts (Floor Coverings)	4.0	45%	44%	11%	<0.2%	Nil

Buildings – Fitouts & Fittings	1.4	64%	32%	4%	Nil	Nil
Buildings - Services (Fire)	0.9	98%	2%	Nil	Nil	Nil
Buildings – Services (Transport)	0.2	100%	Nil	Nil	Nil	Nil
Buildings (Market Value)	0.4	Nil	47%	53%	Nil	Nil
Other Structures	6.3	44%	8%	48%	Nil	Nil
Total	100.1	54%	35%	10%	1%	<0.05%

Some of the key issues arising out of the AMP are:

1. Council is responsible for managing building assets with a replacement value of \$100M
2. The current financial asset sustainability ratio is running at 16% compared to a desired target of >90%. What this means is that for any given year, Council is only replacing 16% of what it should. The effect of this is that the balance (86%) rolls into the following year. The graph below demonstrates that this financial gap will continue to increase year on year at this rate.



3. There are already some assets coming to the end of their life and require replacement or upgraded. An example is the timber flooring in the main auditorium of the Stanthorpe Civic Centre.
4. Historically, Council has not actively managed building assets, responding on a reactive need versus the more effective and cost efficient way of proactively programming and managing the asset. The Manager Community Facilities has now changed this approach through the creation of a dedicated Facility Management section. This is in line with the State Government approach and those other Council's that lead the way in this area.

5. There is inconsistency in approach around leasing arrangements across Community Leases held by Council. This has created a differential leasing approach and witnessed and increase in the number of lessees seeking either financial support or for Council to complete the building maintenance on the asset

Budget Implications

The AMP for Buildings was developed in-house by Council staff.

The AMP will impact upon the future maintenance, renewal and improvement of Council's building portfolio. In particular, the annual budget and long-term financial plan will need to provide sufficient funding balanced with risk to support the building asset portfolio in order to meet the current and future needs of the Southern Downs community.

Policy Consideration

The Corporate Plan 2014-19 identifies the following:

- Vision 1 - The Southern Downs Sense of Community
 - 1.1 Review levels of service delivery to our region*
 - 1.2 Continually monitor and evaluate all Council operations and commission independent surveys of client/customer satisfaction levels*
 - 1.8 Review Council's long term involvement in Council housing*
 - 1.11 Review all cemetery services including determining the viability of above ground vault construction*
 - 1.12 Establish community service obligations in relation to water, sewerage, roads etc. to precede the levels of service to clarify expectations.*
- Vision 2 - The Healthy and Active Southern Downs
 - 2.1 Provide sport and recreation opportunities to encourage a healthier lifestyle for residents in the region.*
 - 2.3 Complete, implement and review a Sport and Recreation Master Plan*
- Vision 3 – The Southern Downs Learning Community
 - 3.2 Further develop libraries to become active community hubs of learning and social inclusion.*
- Vision 4 – The Economically Strong, Sustainable and Diverse Southern Downs
 - 4.1 Identify new external revenue sources to fund regional infrastructure and services*
 - 4.9 Review and expand the amount of serviced land available for Industrial growth and development, including land for special industry and develop strategies for the expansion of key Council infrastructure to allow for this growth including opportunities for Council funding of this infrastructure.*
- Vision 6 - The Environmentally Sustainable Southern Downs
 - 6.4 Implement innovative measures to reduce Council's energy use and carbon emissions*
- Vision 8 - The Well Governed Southern Downs
 - 8.8 Use info management, communication and technology to provide and support modern delivery of services to Council and the region*
 - 8.11 Review depot/workshop operations including development of master plan*
 - 8.16 Update existing Asset Management Plans and develop meaningful new asset management plans for the remaining major assets.*
 - 8.19 Continue to promote and encourage a proactive approach to risk management, including business continuity*
 - 8.20 Provide and maintain appropriate security measures to protect council's assets (buildings, plants, sites etc)*

Community Engagement

The community has not been consulted about this Plan.

Legislation/Local Law

At a State level, legislative reform has resulted in the *Local Government Act 2009* setting clear and mandated focus on financial management, planning and accountability. By law, Local governments in Queensland are required to:

- have a long term asset management plan (LGA 104) (5) (a) (ii)
- have an asset register (LGA 104) (5) (b) (ii)
- link asset management plans to long term financial forecast (LGA 168) (c)

Various legislation exists which governs our building assets including:

- Local Government Act
- Building Act
- Building Code
- Fire Regulations
- Workplace Health and Safety

Options


This AMP for Building has been prepared as a 'core' AMP but will move towards 'advanced' as further investigations and refinements of the plan occur. Notwithstanding, the initial AMP has been prepared to provide critical information to Council.

Attachments

1. Final Draft - Asset Management Plan - Buildings - November 2014 - emailed separately due to size.

8.6 BCS - Saleyards Display Areas

Document Information

	Report To: General Council Meeting	
	Reporting Officer:	Meeting Date: 26 November 2014
	Manager Community Facilities	File Ref: 03.51

Recommendation

THAT Council:

1. Investigate a suitable area near the canteen at the Warwick Saleyards that may be used to display the sale of goods by the community;
2. On identification of a suitable area, make appropriate modification to the area to mitigate overland flow and potential safety issues to users ;
3. Set a minimum lease fee of \$150 per week for a standard site (standard size to be determined) for this area.
4. Call interested parties to lease the identified area through a Request for Tender process.

Report

On 30 March 2010, in response to an application a business operator to display cars at the Warwick Saleyards., Council resolved that:

“Council advises the Committee that it does not consider that the use of the area in front of the canteen for vehicle display is an appropriate use of Saleyards facilities and therefore Council does not endorse the recommendation to call for Expressions of Interest for the purpose of vehicle displays”.

Since this decision a number of additional requests to use display an area at the Warwick Saleyards have been received by the Saleyards Advisory Committee. Requests include the display of demountable office buildings, farm machinery and vehicles.

At its October 2014 meeting, the Saleyards Advisory Committee recommended that Council review its position on allowing a display area at the Warwick Saleyards. The committee further suggested that:

- a. A designated area of the display of goods be identified at the Warwick Saleyards, preferably near the canteen.
- b. An appropriate fee would be \$150 per operator per week;
- c. The designated area set aside should provide no interruptions to the day to day operations of the Warwick Saleyards.
- d. The lessee would have to sign a lease agreement with Council, including all public liability coverage and pay a weekly fee.

Budget Implications

Minor alterations such as waste water drainage and a new fence are required to the potential display site to ensure it meets the standards of a lease agreement. It is estimated that it will cost around \$5-\$10k to complete this work, with funding coming from the operational budget.

Policy Consideration

Community Plan 2030

4. The Economically Strong, Sustainable and Diverse Southern Downs
 - 4.3 Protect and encourage agricultural and horticultural industries to remain viable.

Community Engagement

Nil.

Legislation/Local Law

Local Law No. 9 (Operation of Saleyards) 2011.

Options


1. Investigate a suitable area near the canteen at the Warwick Saleyards that may be used to the display or sale of goods by the community and lease the area for a fee.
2. Do nothing.

Attachments

Nil

8.7 BCS - Aerodrome Advisory Group (AAG)

Document Information

 Southern Downs REGIONAL COUNCIL	Report To: General Council Meeting	
	Reporting Officer:	Meeting Date: 26 November 2014
	Acting Director Business & Community Services PA to Director Business & Community Services	File Ref: 02.28

Recommendation

THAT Council :

1. Adopt the Minutes of the AAG Meeting held on Thursday, 6 November 2014.
2. Endorse the immediate provision of a statement to CASA as to when and how Council intends to do the Remedial Work at the Stanthorpe and Warwick Aerodromes as per the Aerodrome Operation Support Safety Inspections 2014.
3. Consider the funding requirements for Council to do the Remedial Work at both aerodromes as per the Aerodrome Operation Support Safety Inspections 2014.
4. Endorse, as per the motion put forward at the AAG meeting on 6 November 2014, to deliberate with the AAG before any decisions are made concerning grass runway 09/27 operations as per the Aerodrome Operation Support Safety Inspections 2014.
5. Endorse that the SDRC Aerodromes Master Plan, including consultation with and surveys of the SDRC Aviation Community and stakeholders, be completed and ready to present to Council at its March 2015 meeting.
6. Consider installing a permanent generator unit at the Stanthorpe Aerodrome so it has standby lighting at all times (including apron lighting) in the event of blackouts to ensure the safe utilisation of the aerodrome for the Royal Flying Doctors and Emergency Services as per the AAG Motion.
7. Consider budget allocations in the next financial year for ongoing maintenance and the future developments of the Stanthorpe and Warwick Aerodromes.

Report

At the Council Meeting held on 25 June 2014, it was resolved to establish the Aerodromes Advisory Group (AAG) for the purpose of advising Council on matters about Council's two aerodromes.

The first official AAG meeting was held on Thursday, 6 November 2014. The Minutes of this meeting are attached for your information.

Aerodrome Operation Support Pty Ltd (AOS) – Annual Safety Inspection Reports

The Stanthorpe Aerodrome was converted to a "Registered" Aerodrome (No: R145) on 8 April 2009 and the Warwick Aerodrome was "Registered" on 11 February 2011 (No: R155). The Civil

Aviation Safety Authority (CASA) requires the operator of a “Registered” Aerodrome to arrange for “Aerodrome Safety Inspections”.

An Aerodrome Safety Inspection of the Stanthorpe Warwick Aerodromes is conducted annually by the AOS in accordance with the requirements set by the CASA in Civil Aviation Safety Regulations 1998 Part 139 Aerodromes and the Manual of Standards Part 139 – Aerodromes.

These Reports provide a true picture of the state of the aerodromes with respect to its compliance with applicable standards relating to the published details, operating procedures, competency of duty Reporting Officer/s and the details related to the movement areas. Corrective action and/or necessary improvements have been identified and summarized as “Remedial Action Requirements” where required, or as a minimum, at least discussed within the report.

Remedial Action Requirements are matters where the aerodrome does not meet the standards required by CASA or where significant aircraft safety issues are found.

The Civil Aviation Safety Regulation (CASR)

“139.315 - Safety inspections

- (1) This regulation applies to a registered aerodrome that is used by an aircraft that:
 - (a) is engaged in regular public transport operations or charter operations; and*
 - (b) has a maximum passenger seating capacity of more than 9 seats.**
- (2) The operator of the aerodrome must arrange for a safety inspection of the aerodrome to be conducted at least once each year.*
- (3) The safety inspection must be conducted by a person approved under regulation 139.320.*
- (4) The approved person must give the operator a written report that:
 - (a) deals with the matters set out in Appendix 1 to this paragraph; and*
 - (b) specifies any remedial work that is necessary for the aerodrome to comply with the applicable standards.**
- (5) Within 30 days after receiving the report, the operator must give to CASA:
 - (a) a copy of the report; and*
 - (b) if the report specifies any remedial work as being necessary—a statement as to when and how the operator intends to do the remedial work.”**

The Stanthorpe Aerodrome inspection report is dated March 2014 and the Warwick Aerodrome inspection report is dated April 2014. Both reports are attached for your information and were emailed to CASA on 17 November 2014.

Warwick Aerodrome Safety Inspection April 2014

Remedial Action Requirements (Definitions Appendix B)

1. To sweep the loose aggregate from the surfaces of the runway, taxiways and aprons.
2. To move the culvert headwall of the stub taxiway so that they are located outside a Code A graded taxiway strip (comprising 11m either side of the taxiway centre line) as per MOS 139, Section 6.3.13.1.
3. To provide an appropriately situated, properly prepared and correctly defined glider runway if these operations are to continue.
4. To provide the parallel taxiway with a compliant taxiway strip.
5. To widen the surface of the GA taxiway leading into THR 27 to 7.5m, and lessen the downward transverse slopes of the taxiway strip/shoulders of both the GA and hangar taxiways to less than 5% from the horizontal.
6. To repair the unserviceable runway edge light.
7. To replace the unserviceable wind indicator light.
8. To remove obstructions No. 6 and No. 7 at the western end of RWY 09/27.
9. To remove obstructions No. 12 at the eastern end of RWY 09/27.

10. To lop/remove obstructions 3, 13, 15 and 16 and any adjacent trees of similar height (at the eastern end of the runway) as they infringe the transitional surface.
11. To lop/remove obstructions 3, 5, 20, 21, 22 and 23 and any adjacent trees of a similar height (at the western end of the runway) as they infringe the transitional surface.

Stanthorpe Aerodrome Safety Inspection March 2014

Remedial Action Requirements (Definitions Appendix B)

1. To carry out and record regular serviceability inspections at least twice each week as required for registered aerodromes.
2. To repair/grade level the scoured section of the runway strip at the northeastern end.
3. To repair the failure on the hanger taxiway.
4. To lop or remove pine tree (obstruction No. 3) and all other adjacent pine trees of a similar height as they infringe or are about to infringe the transitional surface, at the eastern end of RWY 08/26.
5. To seek further instruction from CASA regarding the ridge (obstruction 14), located in the RWY 26 survey data.

Additional AOS recommendations, none of which are legislated but if attended to, will improve the overall standard and enhance the safety of the aerodrome.

1. To plan the reseal of the main runway 08/26
2. To sweep/remove the loose stones to the sealed movement area surfaces (RWY, TWY and aprons)
3. To backfill areas around the movement areas (RWY, TWY and aprons) where the edge drop off is close to the 25mm permitted by the MOS 139 and where edge breakage is occurring.
4. To periodically check/vertically align the lighting units.
5. To repaint the line markings on the main runway 08/26.
6. To remove all trees located within the aerodromes fence line.

In compliance with the Civil Aviation Safety Regulation (CASR), Council needs to provide a statement to CASA as to when and how it intends to do the remedial work.

Council also needs to consider how it will fund the Remedial Works required at both Aerodromes.

MOTION from the AAG Meeting

The AAG put forward the following MOTION for Council's consideration in relation to the Warwick Aerodrome Safety Inspection -

"Before Council deliver a decision on the grass runway "27 & 09 grass right" operations, that the AAG be involved in deliberations.

Moved: Kelvin Hutchinson Second: Val Wilkinson Carried."

SDRC Aerodromes Master Plan

Prior to the AAG being formally established, regular meetings were held by the Warwick Aerodrome Steering Committee (WASC) since at least December 2009. The WASC comprised of members from the Aviation Community and was attended by one or more council officers and at times one or more elected members.

Connell Wagner in Brisbane compiled the Warwick Aerodrome Master Plan dated 11 August 2000. At a WASC meeting held on 22 March 2011, it was minuted that a new Master Plan for future Aerodrome Development be drawn up.

It was ascertained over a number of meetings the importance of gaining feedback from stakeholders and on 6 September 2012 a Survey Monkey link was circulated to a list of contacts (stakeholders) provided by the WASC. Attached is a copy of the responses that were received which pertain to the Warwick Aerodrome. At the WASC meeting held on 30 May 2014 it was noted that the scope of the Master Plan should be broadened to incorporate the Stanthorpe and Warwick Aerodromes.

The current Warwick Aerodrome Master Plan is fourteen years old and needs to be updated. It is essential the Aviation Community and stakeholders be consulted as part of the process.

Council needs direction concerning the future developmental progression of both SDRC Aerodromes which can be provided through the use of a Master Plan.

Stanthorpe Aerodrome – Lighting

During the AAG meeting on 6 November 2014 discussion surrounded the requirement for the Stanthorpe Aerodrome to have adequate provision for standby lighting at all times particularly in the events of blackouts so the aerodrome can be safely used by the Royal Flying Doctors and Emergency Services.

The AAG put forward the following MOTION for Council's consideration -

Council consider installing a permanent generator unit at the Stanthorpe Aerodrome so it has standby lighting at all times (including apron lighting) in the event of blackouts to ensure the safe utilisation of the aerodrome for the Royal Flying Doctors and Emergency Services.

Moved: Phill Vichie Second: Bill Arnetz Carried.

Budget Implications

The budget that was allocated for 2014-2015 of \$200,000 for the Aerodromes was re-allocated to other projects within Community Facilities.

As per the AOS Safety Inspections, Council needs to consider how it will fund some or all of the Remedial Works required at both Aerodromes prior to the next financial year.

Future Budget Considerations

Council will need to consider future budgetary requirements for the SDRC Aerodromes to ensure :

- They are maintained regularly and, as required, to ensure WH&S compliance at all times and also compliance with the annual Aerodrome Operation Support Safety Inspections, such as –
 - Remedial Works as per AOS Safety Inspections
 - Mowing
 - Upgrade Signage
 - General Maintenance at the Aerodromes
 - Grass Runway Maintenance
- Ongoing development of the SDRC Aerodromes, such as -
 - SDRC Aerodromes Master Plan

- Stage 3 Warwick Aerodrome Development
- Terminal Building Upgrade
- Terminal Building Kitchen Upgrade
- New Fencing around Terminal Building considering Security
- Internal Roads connecting to the permanent resident onsite needs addressing due to safety concerns

Policy Consideration

Community Plan 2030

4. The Economically Strong, Sustainable and Diverse Southern Downs
 - 1.12 Encourage local business and industry to develop coordinated approaches for the growth of the economy.
 - 1.13 Plan to maintain and encourage agricultural land use, enterprise, business and industry growth.
2. Destination Southern Downs
 - 5.6 Maximise the potential of history and heritage to diversify tourism experiences such as tin mines, airfield history, steam trains, rodeo and the pioneering past.
 - 5.14 Explore transport options for moving visitors throughout the region.
7. The Well Connected Southern Downs
 - 7.10 Promote and encourage small to medium scale commercial passenger flights into the region to support tourism and industry growth.

Corporate Plan 2014-2019

7. The Well Connected Southern Downs
 - 7.1 Develop a Regional Transport Strategy encompassing Road, Air and Rail.
 - 7.2 Lobby State and National Governments to enhance and develop key transport gateways and freight links including public transport.
 - 7.3 Review and implement strategies to allow for the expansion of aviation activities at both aerodromes.

Operational Plan 2014-2015

- 7.10.1 Review and implement strategies to allow for the expansion of aviation activities at both aerodromes.
 - 7.10.1.1 Manage and maintain aerodrome facilities at Warwick and Stanthorpe.
 - 7.10.1.2 Assist in the future development of the aerodromes and ensuring suitable opportunities for a range of different types and sizes of uses and activities.

Community Engagement

Aerodromes Advisory Group (AAG) including members from the Warwick Aerodrome User Group and Stanthorpe Aerodrome User Group; representatives from the QFES and Australian Defence Force.

Legislation/Local Law

Nil.

Options

1. Adopt the Minutes of the AAG Meeting held on Thursday, 6 November 2014.

2. Endorse the immediate provision of a statement to CASA as to when and how Council intends to do the Remedial Work at the Stanthorpe and Warwick Aerodromes as per the Aerodrome Operation Support Safety Inspections 2014.
3. Consider the funding requirements for Council to do the Remedial Work at both aerodromes as per the Aerodrome Operation Support Safety Inspections 2014.
4. Endorse, as per the motion put forward at the AAG meeting on 6 November 2014, to deliberate with the AAG before any decisions are made concerning grass runway 09/27 operations as per the Aerodrome Operation Support Safety Inspections 2014.
5. Endorse that the SDRC Aerodromes Master Plan, including consultation with and surveys of the SDRC Aviation Community and stakeholders, be completed and ready to present to Council at its March 2015 meeting.
6. Consider installing a permanent generator unit at the Stanthorpe Aerodrome so it has standby lighting at all times (including apron lighting) in the event of blackouts to ensure the safe utilisation of the aerodrome for the Royal Flying Doctors and Emergency Services as per the AAG Motion.
7. Consider budget allocations in the next financial year for ongoing maintenance and the future developments of the Stanthorpe and Warwick Aerodromes.
8. Do nothing.

Attachments

1. Minutes of the AAG Meeting held on 6 November 2014 [View](#)
2. Minute Attachment - Warwick Aerodrome - Future Development Considerations - Power Point Presentation [View](#)
3. Minute Attachment - Stanthorpe Aerodrome Plan [View](#)
4. Minute Attachment - Stanthorpe Aerodrome Approval [View](#)
5. Minute Attachment - Massie MCU Approval [View](#)
6. Minute Attachment - Massie Lease Approval [View](#)
7. AOS - Warwick Aerodrome - Safety Inspection - April 2014 [View](#)
8. AOS - Stanthorpe Aerodrome - Safety Inspection - March 2014 [View](#)
9. Survey Monkey Results - Opened September 2012 - Closed December 2012 [View](#)



Minutes of the Aerodromes Advisory Group (AAG) Meeting

Held on Thursday, 6 November 2014 in the Warwick Council Chambers at 10:00am

Present:		
Ross Bartley	Deputy Mayor & Chair of AAG	SDRC
Vic Pennisi	Councillor	SDRC
Jamie Mackenzie	Councillor	SDRC
Peter See	Director Engineering Services	SDRC
Michael Bell	Manager Community Facilities	SDRC
Cecil Barnard	Manager Planning & Development	SDRC
Peter Gribbin	Manager Corporate Services	SDRC
Jenny Sherrin	Economic Development Officer	SDRC
Sue Harrold	Minute Secretary	SDRC
Hemmo de Vries	Inspector	Queensland Fire & Emergency Services
Bryan Blacka	Wing Commander	Australian Defence Force
Glen Maule		Queensland Ambulance
Kelvin Hutchinson	Community Member	Warwick Aerodrome User Group
Val Wilkinson	Community Member	Warwick Aerodrome User Group
Phil Vichie	Community Member	Stanthorpe Aerodrome User Group
Barry Arentz	Community Member	Stanthorpe Aerodrome User Group
Apologies:		
Tony Bennett	Captain	Royal Flying Doctor Service
John Newley	Projects Officer	SDRC
Brian Weeks	Technical Officer	SDRC

1. Welcome

The meeting opened at 10:00am and those in attendance were welcomed to the meeting. Each participant in turn introduced themselves to the Aerodromes Advisory Group (AAG).

2. Previous Minutes

The AAG agreed that the Minutes of the Meeting held on 11 September 2014 be accepted and, as this was the first "official" meeting of the AAG with all the Committee Members present, these minutes and all future minutes of the AAG be formally adopted.

3. Correspondence – Incoming & Outgoing

Warwick Gliding Group - One Half of One Lease for Parking

Email correspondence was sent to Council from the Warwick Gliding Group requesting if one half of one lease (Stage 2) (once split in two) could not be leased and used instead for parking.

	Responsible: Manager Corporate Services
ACTION	Source and respond to the correspondence sent to Council from the Warwick Gliding Group.

4. General Comments

Council wants to progress the aerodromes forward.

The AAG Committee can use this meeting forum to bring aerodrome matters forward.

It is acknowledged that the aerodrome facilities are underutilised however funds to develop are limited

Council officers noted that this forum is to raise issues. Issues around freehold leases and electrical issues. Warwick has leasehold, Stanthorpe has freehold leases. Council will need to re-submit plans.

With all these developmental issues including firefighting, making sure aircraft can turn without hitting anything needs to be rigorous.

Council is looking at bringing in income as part of its future plans.

5. Masterplan

From the viewpoint of the Master Plan and Strategic Direction of the Aerodromes, they are run together and not separately.

Council is looking for the AAG to assist in the development of the Master Plan for both Aerodromes.

6. Warwick Aerodrome – Stage 2 and Stage 3

Stage 1 has half a dozen old style hangars.

Stage 2 has 16 new blocks.

Stage 3 has the potential for 40+ blocks.

There are future development opportunities for Stage 3 Warwick Aerodrome Stage 1 and 2 have already gone out to lease.

There has been discussion about cutting two of the Stage 2 "super blocks" in half down the centre to create 4 blocks. These blocks will go to tender later in November 2014

The Warwick Aerodrome is a fantastic facility which Council looks after very well. The Stage 2 blocks were oversized and that is being re-considered and there is only Stage 3 left.

A proposal for Stage 3 is to make the blocks approximately 700m² with a grass easement running down the middle of two rows of blocks. 700m² is large enough to have hangers on them. An average price is \$6,000 to \$7,000 is being paid currently for existing lease sites.

Council paid approximately \$500,000 for the Stage 2 subdivision. Council can get \$7,000 - \$10,000 per block in Stage 3, by putting them out to Tender.

There are 10 – 15 people ready to buy aerodrome blocks now.

It was stated the blocks would be leasehold

Hanger Sizes - From experience it was noted that 700m² is big enough for a 12x12 or 12x15 hanger of a minimum size to fit a septic and evaporative system on site.

Where are aviation business hangers going to fit in? Prospective lessees can take 2 blocks if needed.

Stage 3 is a very attractive proposition at \$7,000 to \$10,000 on a 10x10x10 lease to bring people in.

ACTION	Responsible: Minute Secretary
	Circulate a copy of the following to the AAG – <ul style="list-style-type: none">• Warwick and Stanthorpe Aerodrome plans, all stages, showing all the boundaries.• The power point presentation put to Council by the Aerodrome aviators at Warwick

ACTION	Responsible: ALL AAG Members
	Based on the attached Aerodrome Plans. Provide to the Minute Secretary, by Thursday, 4 December 2014, your proposals for the Aerodromes for inclusion and consideration at the next AAG meeting on 22 January 2015.

7. Warwick Aerodrome – Runways

It was alleged that the mowing of the runways goes down every year. There are four grass runways. The slasher leaves clumps of grass and the top soil has washed off around the clumps so they become quite bulky. These clumps damage the gliders.

The Warwick Aerodrome User Group (WAUG) is requesting that some improvements be done to the four strips. They might need treatment. Run a grader over the bad patches and re-grass. Need the right soil to promote growth. Grass is trying to grow in clay.

Council advised it had a very tight budget and there was a complete ban on slashing with the current high fire dangers.

The WAUG stated that this matter was the biggest priority at the Aerodrome right now.

The grass strip can only be rolled after a lot of rain. The conditions need to be rain, dry, rain so the water has soaked into the ground for the roller to work well. Council had their roller there in September. The clumps of loose grass need to be removed.

Responsible: Manager Community Facilities & Aerodomes
ACTION Council consider removal of the love grass and replace the soil type to support a suitable grass base for the Aerodrome. DG left is really bad. DG & 27 right could do with some maintenance.

8. Stanthorpe Aerodrome - Leases

Potential purchasers in Stanthorpe right now. People waiting. What we can sell for freehold or leasehold. Under Delegation.

For current interested parties smaller blocks and less cost might be more attractive. The Telstra infrastructure is all in place for this stage of the Stanthorpe Aerodrome. Consider smaller blocks for future sales of aerodrome land and if someone wants a larger block, they purchase 2.

Consider some blocks as leasehold and some as freehold. This is something the former Stanthorpe Shire Council used to do.

Responsible: Manager Corporate Services & Manager Planning & Development
ACTION Prepare for the next AAG meeting the viability of reducing the size of the remaining 10 blocks at the Stanthorpe Aerodrome. There are 17 blocks and 7 have been sold. The demand for smaller blocks. Requirements for fire proofing hangar walls etc.

Responsible: Manager Corporate Services
ACTION Delegated officers to advertise the Stanthorpe Aerodrome blocks for lease or sale on or about 26/27 November 2014. Provide a report to the December 2014 Council meeting including information regarding the potential purchasers.

8. Stanthorpe Aerodrome – Power

A question was asked if the sites at the Stanthorpe Aerodrome were sold powered or not? The feeling was they were sold as is however it was stated that "Council is in breach of the subdivision conditions because it should be providing the power."

Responsible: Minute Secretary
Obtain a copy of the original Stanthorpe Aerodrome subdivision development documentation to ascertain Council's obligations to provide power to the Stanthorpe Aerodrome sites. Provide a copy of the documentation to the Councillors.
ACTION
NOTE: Attached Decision Notice Approval RL1235 - Clause 5.0 Public Utilities
(a) Adequate provision shall be made in all proposed road reserves, access strips and easements, to cater for the public utility services that would normally serve the development.

MOTION

Council consider installing a permanent generator unit at the Stanthorpe Aerodrome so it has standby lighting at all times (including apron lighting) in the event of blackouts to ensure the safe utilisation of the aerodrome for the Royal Flying Doctors and Emergency Services.

Moved: Phil Vichie Second: Bill Arnetz

Carried

10. Avgas

The Avgas is nearly finalised.

The final commission for the Avgas is 14 November 2014 and the fuel will be delivered on 5 December 2014 – just waiting on the final sign off from the electrician. It was ascertained that the electrician had already signed off on it.

The gravel at the front of the facility has the potential to severely damage propellers. The eastern side of the facility is too steep and aircraft can be blown over and could run off into the fence. Council is looking at extending the parking area so people don't run the risk of hitting the tank itself.

Defence requested an absolute certainty from Council that the Avgas facility will be fully operational by 5 December 2014 so it can cancel its order for barrelled Avgas to be delivered. Once the order is cancelled and, if Council does not have the Avgas facility fully operational, Defences Flying Camp will not go ahead. Council provided a certainty to Defence that the facility will be fully up and running by 5 December 2014.

RESPONSIBLE:	Manager Community Facilities & Aerodromes
ACTION:	Ensure the Avgas facility is fully operational by 5 December 2014 so Defence can access the Avgas for their Defences Flying Camp.

11. Aerodrome Classification Codes

The Warwick Aerodrome has been changed from a Code 2C to a Code 3C to allow for the facility to cater for larger aircraft in the future.

The AAG has not met since earlier this year and it has not heard much about any progress that has been made. Council is looking at the 3C category, whether it causes issues for taxiways? This Group puts forward the brief to Council such as 3C, airfield width, taxiways, what's left for the blocks?

Stage 2 sheds are now within limitations. Existing sheds were previously rated as a 2C. Consultant – when lease comes up change the taxi lane.

It is critical that Council receives all feedback from stakeholders so what it puts in place is adequate to meet everyone's purpose. All this information will contribute to the Master Plan. Council wants it known that the aerodrome can accommodate development and as a 3C can handle larger aircraft so it can expand over time and move ahead with development.

The infrastructure is already there to move to a 3C – Council is allowing for growth in the future.

12. Southern Downs Airspace Classification

In 3 to 4 years the Wellcamp airspace will be a Class D. The benefits to Warwick will be huge for gliders and aircraft and we are Class G airspace.

13. Economic Development of Warwick Aerodrome

Discussion took place concerning leasing hangars to park aeroplanes versus encouraging aviation based businesses to the aerodrome. Should Council limit itself or focus on economic development of the aerodrome with aviation related industries.

The response was that what drives aviation based businesses is having planes parked in hangars. There are 3 to 4 businesses that service those aircraft but the aerodrome is not quite big enough for them yet. Each hanger accommodates 2 – 3 aircraft.

It was noted that Wellcamp will charge a \$60 landing fee, parking fees etc.

14. Australian Defence Force

They hope to build a new hanger, working accommodation and living accommodation and needs to know what utilities will be available so they can plan for what they can spend. Their current lease would require the replacement of the administration building plus ablutions, septic etc. The accommodation would be semi to permanent.

The Defence Force is super keen to move as soon as possible. It is a huge catalyst for this region. They put through a lot of young men and women and would turn it into an advanced camp to move the young people up the rung and more programmes would be held in Warwick with more and more young people coming into the region.

What is stopping the Defence Force right now is funding and Council's expectations as to what Defence can do. Spoke about what they need on other current blocks. New administration and ablutions buildings. Defence needs land now, they are expanding.

Defence needs a layout of a block on a piece of paper which they can take to Canberra to start the process which could take 12 – 18 months.

Council needs to know exactly what Defence needs and Council can plan it from there.

ACTION	Responsible: Manager Planning & Development & Australian Defence Force
	As a matter of priority, commence meetings together to discuss the needs and requirements of the Defence Force and the SDRC to progress future plans for the Defence Force to build a new hanger, working and living accommodation as part of the Stage 3 development at the Warwick Aerodrome so Defence can in turn lobby Canberra as soon as possible for funding.

15. Air Force Cadets

The AAG was advised that "if 27 grass right closes they're [Cadets] will leave. They' have other airfields they can use".

NOTE: This is very serious – if the Cadets pull out, everything Council is doing could become a waste of time!

MOTION		
Before Council deliver a decision on the grass runway "27 & 09 grass right" operations, that the AAG be involved in deliberations.		
Moved: Kelvin Hutchinson	Second: Val Wilkinson	<u>Carried</u>

16. Water - Facilities, Storage, Fire Safety

If water is an inhibitor, consider installing tanks and firefighting equipment and place restrictions on the water tank usage by the lessees, use the water off hanger roofs.

It was noted that – "288,000 litres of water would be required, 20 litres per second for 4 hours, for Class 8 buildings"

Responsible: Manager Community Facilities & Aerodomes &
Manager Planning & Development

ACTION There are no water hydrants at either aerodrome. Solutions to this issue need to be found and implemented as soon as possible to ensure that in the event of fire the aerodrome facilities can be defended. Look into whether tanks are a viable option for Aerodromes and provide the next AAG meeting with the relevant information.

17. ERSA

Update the ERSA with RNAV Issues and the Avgas facility.

Responsible: Manager Community Facilities & Aerodomes

ACTION Manager Community Facilities and Kelvin Hutchinson to liaise with each other regarding updating the ERSA with RNAV Issues and the Avgas facility.

18. Annual Consultants Safety Review

Every 12 months a Consultant undertakes a safety review of the Aerodromes to identify any new impacts on the facilities. The current taxi lane is infringed by the sheds which is a safety issue.

Responsible: Manager Community Facilities & Aerodomes

ACTION Each year a copy of the Consultant's Safety Review be shared with the AAG so the members can discuss any raised safety issues with the Aviation Community prior to Council making any resolutions on future actions to be taken.

19. Future Budget Considerations

- a) Council to upgrade the Warwick Aerodrome signage as budgets allow. They have become very faded and difficult to read.

20. General Business

- a) Keyless Entry into the Stanthorpe Aerodrome

Responsible: Manager Community Facilities & Aerodomes

ACTION Ensure the keyless entry to the Stanthorpe aerodrome can be triggered by emergency services, that padlock numbers when changed are circulated to users. Provide the AAG with regular updates in this regard.

- b) Queensland Ambulance

Mr Maule enquired whether the SDRC required Queensland Ambulance (QA) to be present at its meetings as it had no assets at either Aerodrome and apart from accessing the Aerodromes in emergency situations had no other involvement with them. Council advised that QA were invited along because they did access the airstrips and Council wanted to obtain input from all parties associated with the aerodromes. Mr Maule was asked that should QA have any concerns or items for future input regarding the Southern Downs Regional Aerodromes to please contact the AAG. The Chair thanked Mr Maule for his involvement to date.

- c) Warwick Gliding Club's Acre of Land

The Gliding Club has a freehold parcel of land with hangars established on it. The eastern side of this block is often used for parking trailers and caravans. At the bottom of this space is a ditch that fills up with water. Would Council be able to use the dirt it often places on this block to fill in the

ditch so the water runs away and does not pond. It was recommended the Club apply to Council for an in-kind grant of \$2,000 to have these works done.

Responsible: Warwick Gliding Club

ACTION The Warwick Gliding Club apply to Council for an in-kind grant of \$2,000 to have the ditch at the base of the eastern side of its acre lease filled in so water runs away and does not pond.

21. Next Meeting

The next AAG meeting will be held on Thursday, 22 January 2015 from 8:30am until 10:30am in the Warwick Council Chambers.

22. Meeting Closed

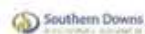
The meeting closed at 12 noon.

23. Attachments

- Warwick Aerodrome – Future Development Considerations - Power Point Presentation
- Stanthorpe Aerodrome Plan
- Stanthorpe Aerodrome Approval
- Massie MCU Approval
- Massie Lease Approval

4/11/2014

Warwick Aerodrome Future Development Considerations



Facing East



Airfield Details

- 1640 meter sealed runway
- 4 grass runways
- 2 meter parameter fence
- 2 gated entrances
- Stage 1 & 2 sold out
- Taxiway to 27 end
- Stage 1 – 5 blocks
- Stage 2 - 16 blocks
- Glider Club Freehold land

Facing West



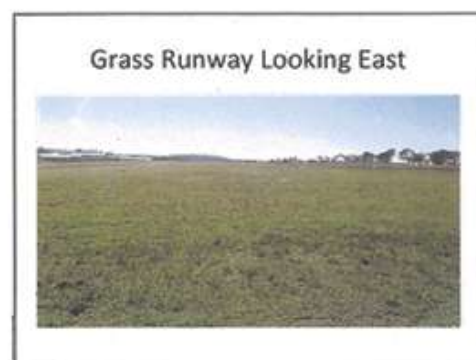
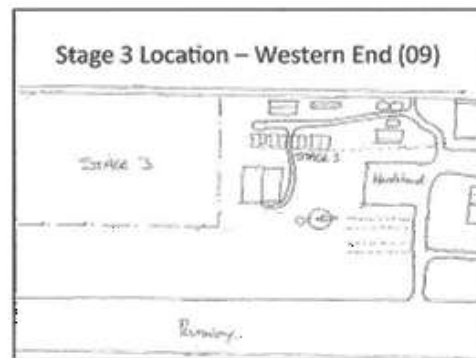
Future Hard Stand Area



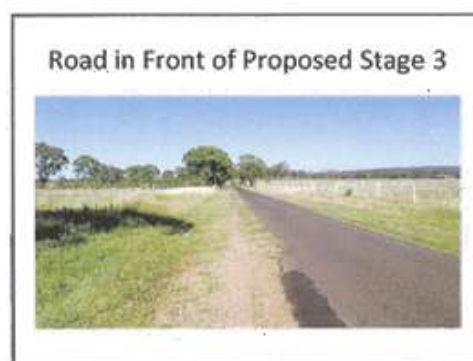
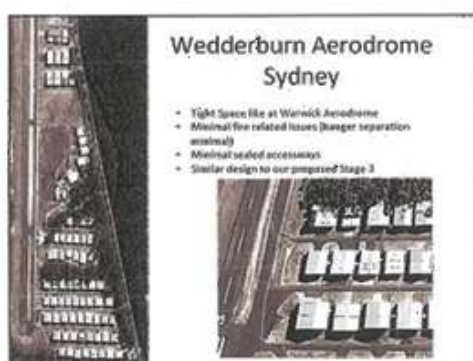
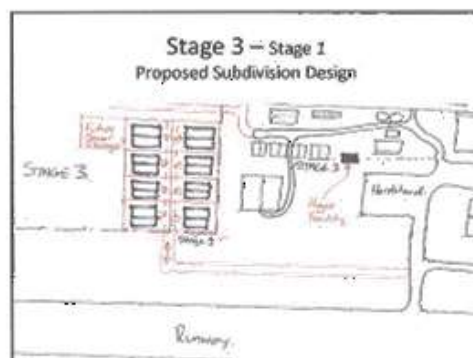
Avgas Facility Site



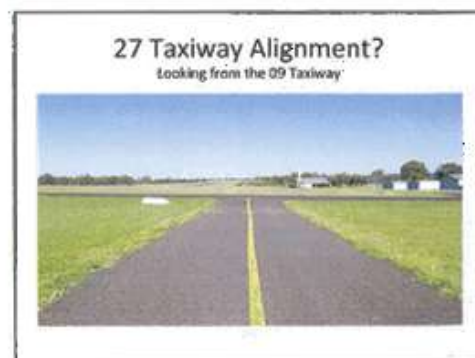
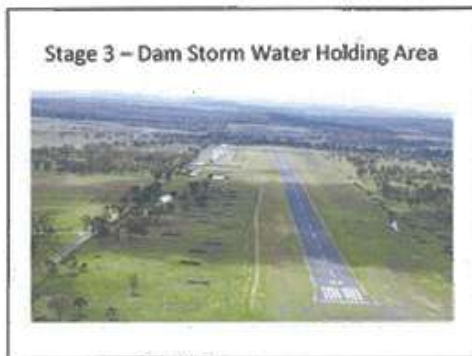
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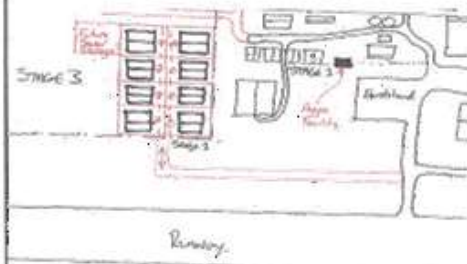
09 Taxiway



Self Funding Development Program

- 700m² lots (suggestion)
- 10x10x10
- \$1000pa (subject to CPI or 5%)
- From \$7,000 upfront payment. \$10,000 for airfield frontage
- 6 months to build
- Income stage 1 – 8 x \$7000=\$56,000
- Minimal prime & seal. Gravel and grass? Sealed 09 Taxiway later (stage 1-2-3?).

Stage 3 – Stage 1 Proposed Subdivision Design



Marketing

- Council's Economic Development Unit marketing east coast wide to attract customers for aero businesses
- Attractive price and tenure
- Beautiful and affordable location to live
- 2 well established aero clubs
- Well maintained infrastructure
- Central and close to Brisbane/Warwick/Toowoomba
- Avgas facility
- Affordable hangarage
- Suitable branding – Warwick Aerodrome Business Park?
- Air Force Cadets – major hub, include in Stage 3

Critical Success Factors

- 09 taxiway location
- Freehold Stage 3 block
- 50 plus blocks
- Marketing
- Subdivision design
- Storm water/sewer design
- Access road
- Favourable leases (10x10x10 - \$1000 - \$7000/\$10,000)
- Tendering and sale considerations
- Avgas

Lot 1 – Stage 3

- Aero club (QRAA) site:
– 700m² – front site - \$1000/pa – no upfront fee – need 2-3 years to build.



4/11/2014

Massie Rural Fire Facility



Council Building – Rural Fire HQ?



Terminal Building – Upgrade?



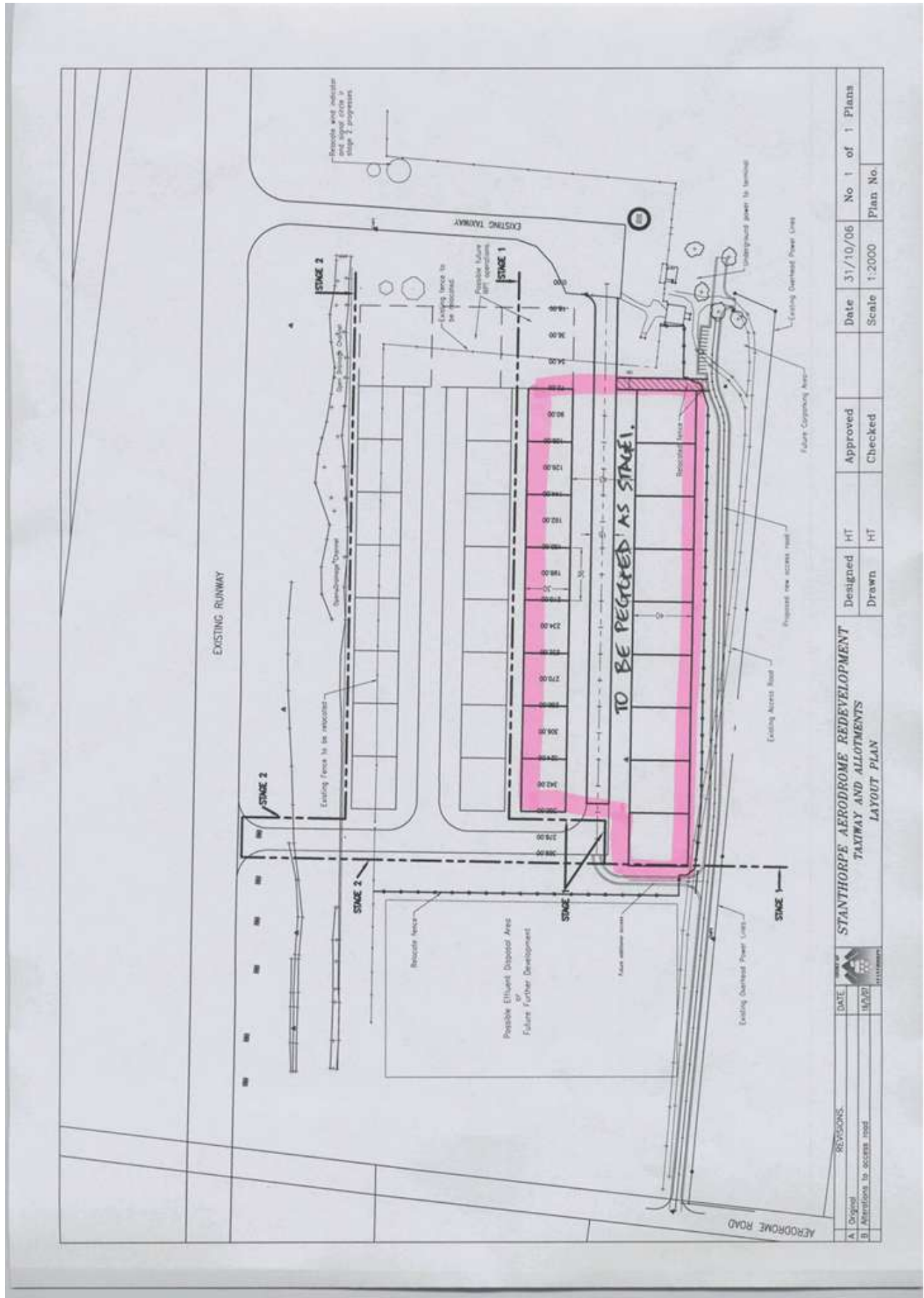
Terminal Building Car Park



The Next Step?

- Key Actions
- Who's responsible for what and by when?
- Approvals?
- Budget?
- Priorities?
- Action Team? Meetings?







Decision Notice - Approval

Integrated Planning Act 1997 S 3.5.15

Stanthorpe Shire Council

61 Marsh Street
PO Box 402
STANTHORPE QLD 4380

Telephone: (07) 4681 5335
Facsimile: (07) 4681 5548

mail@stanthorpe.qld.gov.au
www.stanthorpe.qld.gov.au

File No: RL 1235

ID: jd

Responsible Person: Jeanette Davis

29 March 2006

The Chief Executive Officer
Stanthorpe Shire Council
PO Box 402
STANTHORPE QLD 4380

Dear Sir

**Application for Reconfiguring a Lot situated at 320 Aerodrome Road Stanthorpe
Described as Lot 1 RP78069 Parish of Folkestone County of Beninck
Stanthorpe Shire Council**

I wish to advise that, on 28 March 2006, the above development application was approved in full with conditions. The conditions relevant to this approval are attached. These conditions are clearly identified to indicate whether the Assessment Manager or a Concurrence Agency imposed them.

1. Details of the Approval

The following type of approval has been issued -

	Development Permit	Preliminary Approval
• Reconfiguring a lot	✓	

2. The Currency Period

The standard currency periods stated in section 3.5.21 of IPA apply to each aspect of development in this approval. The currency period for an approval for reconfiguring a lot and operational works is 4 years from the date the approval comes into effect.

3. Other Necessary Development Permits -

Listed below are other Development Permits that are necessary to allow the development to be carried out.

Development Permit for Operational Works

4. Codes for Self-Assessable Development -

The following codes must be complied with for self-assessable development related to the development approval.

Reconfiguring a Lot Code

5. IDAS referral agencies -

The IDAS referral agencies applicable to this application are -

Referrals – triggered by other assessable development under schedule 8 of the IPA.

	Referral trigger	Name of agency	Status	Address (Insert address)
Reconfiguring a Lot				
	On land containing remnant vegetation where before the reconfiguration the lot is at least 2 hectares in area, and after the reconfiguration two or more lots are created (the size of any lot created is to be 25 hectares in area or smaller)	Dept. of Natural Resources & Mines	Concurrence	PO Box 318 Toowoomba Q 4350

6. Submissions

There were no properly made submissions about the application.

7. Appeal Rights

Attached is an extract from the *Integrated Planning Act 1997* which details your appeal rights regarding this decision.

8. When the Development Approval Takes Effect

This development approval takes effect from the time the decision notice is given, if there is no submitter and the applicant does not appeal the decision to the court or subject to the decision of the court, when the appeal is finally decided, if an appeal is made to the court.

This approval will lapse unless substantially started within the above stated currency periods (refer to sections 3.5.19 and 3.5.20 of IPA for further details).

If you wish to discuss this matter further please contact Council's Shire Planner, Mrs Jeanette Davis, on telephone (07) 4681 5535.

Yours faithfully

TP Brennan
Chief Executive Officer

Encl. *Appeal Provisions*
Assessment Managers Conditions
Concurrence Agency Conditions

Assessment Manager's Conditions

1.0 Proposal Plan

- (a) *The proposed development shall be located on the western side of the existing terminal as shown on the Stanthorpe Aerodrome Concept Plan dated 21 December 2005.*

2.0 Access and Works

- (a) *Roadworks shall be designed and constructed in accordance with Council's Standards, Queensland Streets, Austroads Publications, the relevant and appropriate roadworks design standards and guidelines, and any other documentation deemed appropriate by Council. Such design and construction shall ensure that road carriageway widths are consistent with the road function and position in the road hierarchy and are in accordance with the relevant design speed environment.*

3.0 Waste Water Disposal

- (a) *A sewerage reticulation system shall be provided in accordance with the requirements of the Director of Engineering Services.*

4.0 Storm Water

- (a) *All necessary stormwater drainage (both internal and external to the development) and such drainage works (except for roof water systems) shall be designed and constructed in accordance with Queensland Urban Drainage Manual (QUDM).*

5.0 Public Utilities

- (a) *Adequate provision shall be made in all proposed road reserves, access strips and easements, to cater for the public utility services that would normally serve the development.*

6.0 Erosion Control

- (a) Prior to the commencement of the subdivision works on the site the Council shall prepare comprehensive Erosion and Sediment Control Plans as detailed in the document, Soil Erosion and Sediment Control: Engineering Guidelines for Queensland Construction Sites, Institute of Engineers, Australia 1996. The Erosion and Sediment Control Plans shall guide the construction of roads and engineering works and all works carried out on the site shall be in accordance with the approved Erosion and Sediment Control Plans.*
- (b) Installation and maintenance of silt management facilities from the time of commencement of construction until the subdivision has been completed.*
- (c) Diversion drains and ponds, as necessary, shall be installed on the site before any other work is undertaken on site to ensure that "dirty water" is contained and/or isolated.*
- (d) A procedure shall be implemented for maintaining the facilities, setting out the frequency of attention, with inspections to be made after each significant rainfall event.*

Concurrence Agency's Conditions
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Nil

**Decision Notice (IPA s3.5.15)
APPROVAL**

Our Ref: PS:PS/5A.5.1.569

24 March 2005

Mr Ian Woodyard
Warwick Shire Council
PO Box 26
WARWICK QLD 4370

Dear Ian

Development Permit for Material Change of Use and Reconfiguring a Lot, and Preliminary Approval and Environmentally Relevant Activities

Applicant:	Warwick Shire Council
Owner:	Warwick Shire Council
Property Address:	Massie Bony Mountain Road, Massie
RPD:	Lot 2 SP119600, Parish of North Toolburra, County of Merivale
Development Approval	Material Change of Use – Extension to Existing Community Use (Airport) Reconfiguring a Lot – Subdivision by Lease
Preliminary Approval	Environmentally Relevant Activities: No. 11(a) - Crude Oil or Petroleum Product Storing No. 23 - Abrasive Blasting No. 24 - Boiler Making or Engineering No. 25(a)&(b) - Metal Surface Coating No. 26 - Metal Forming No. 28 - Motor Vehicle Workshop No. 51 - Plastic Manufacturing No. 68 - Wooden Product Manufacturing

I wish to advise that the above described application was approved subject to conditions by Council on 23 March 2005.

Conditions

The conditions relevant to this approval are attached. These conditions indicate whether the Assessment Manager (i.e. Warwick Shire Council) or a Concurrence Agency imposed them.

Currency Period

Unless otherwise stated in the conditions of approval, the standard currency period stated in section 3.5.21 of IPA apply to each aspect of development in this approval. The approval will lapse unless substantially started within the currency period.

Further Development Permits

A Development Permit must be obtained for Building Works associated with this development, prior to the development being carried out.

Preliminary Approval Overriding the Planning Scheme

A preliminary approval under section 3.1.6 of IPA has been granted and as such any development resulting from this approval will be Code Assessable Development with respect to:

- No. 11(a) - Crude Oil or Petroleum Product Storing
- No. 23 - Abrasive Blasting
- No. 24 - Boiler Making or Engineering
- No. 25(a)&(b) - Metal Surface Coating
- No. 26 - Metal Forming
- No. 28 - Motor Vehicle Workshop
- No. 51 - Plastic Manufacturing
- No. 68 - Wooden Product Manufacturing

The following code applies to development on land resulting from this preliminary approval overriding the planning scheme:

Environmental Protection Act 1994

Submitters

The name and address of the principal submitter for each properly made submission about the application are:

- D & D Pfingst, 84 Massie Bony Mountain Road, Massie
- R Nutt, Omega, 186 Massie Bony Mountain Road, Massie

Appeal Rights

Attached is an extract from the *Integrated Planning Act 1997* which details your appeal rights regarding this decision.

Commencement of Approval

This approval takes effect in accordance with sections 3.5.19 and 3.5.20 of IPA.

The development approval does not have effect until the submitter's appeal period ends. To hasten the commencement of the submitter's appeal period, the applicant can notify Council in writing that they do not intend to request a negotiated decision notice or appeal the decision.

Yours faithfully



Rod Ferguson
Chief Executive Officer

Attach: Schedule 1 – Warwick Shire Council Conditions as Assessment Manager for Material Change of Use
Schedule 2 – Warwick Shire Council Conditions as Assessment Manager for Reconfiguring a Lot
Schedule 3 – Warwick Shire Council Conditions as a Concurrence Agency for Environmentally Relevant Activities
Sections 3.5.19, 3.5.20 and 3.5.21 of IPA
Appeal Rights

c.c. Submitters

Schedule 1 - Conditions for Material Change of Use

Approved Plans

1. The development of the site is to be generally in accordance with the report and plan submitted by the applicant, *Warwick Aerodrome Proposed Development* dated 2 September 2004 prepared by Warwick Shire Council, as amended by the conditions of this approval.

Land Use & Planning Controls

2. This Development Permit will lapsed 25 years from the date of approval.
3. This Development Permit is for the following uses only:
 - Airport passenger terminals
 - Air freight terminals
 - Air traffic control and safety facilities
 - Flying schools and air training facilities, including residential accommodation associated with these facilities
 - Emergency rescue and defence facilities
 - Caretaker's accommodation
 - Administration facilities associated with aircraft and aeronautical uses
 - Aircraft refuelling facilities
 - Aircraft maintenance and construction facilities
 - Aircraft hangers and storage facilities
 - Recreational and tourist aviation facilities
4. All proposed Caretaker's Residences must accord with the requirements of the Queensland Residential Design Guidelines and the Residential Development Code as they apply to attached housing.
5. All buildings are to be set back at least six (6) metres from the Massie Bony Mountain Road property boundary.
6. Any proposal to increase the size of the use on the subject land which is defined as assessable development under the Warwick Shire Planning Scheme would be subject to a separate application for assessment in accordance with the *Integrated Planning Act* and would have to comply with the requirements of the Planning Scheme.
7. There is to be no display of goods or materials associated with the use within the car park, landscaped areas or on the footpaths adjacent to the site.

Building, Health & Development Compliance

8. The conditions of this approval are to be complied with prior to the use of the building or site commencing.
9. For each Dormitory and Motel style accommodation building, an application must be submitted for a permit under Council's Local Law No. 14 (Rental Accommodation).
10. The applicant is to **apply for Building Approval** in accordance with the *Integrated Planning Act* for the proposed buildings. The applicant will be required to submit the appropriate **forms, plans and fees** associated with this application. The building plans are to accord with the plans approved in this approval. The building is to be constructed in accordance with the approved building plans prior to the commencement of the use.
11. All conditions of this approval are to be carried out to the satisfaction of the Director Planning and Development.

Amenity & Environmental Controls

12. The applicant is to ensure that all wastes are suitably collected and disposed of so as not to adversely impact on the environment.
13. The applicant is to ensure that no effluent is permitted to drain from the site or into any watercourse and the applicant is to carry out works to ensure this condition is complied with.
14. The applicant is to ensure that the operation of the use and the disposal of waste is carried out so as to ensure that no adverse odour impacts are experienced on properties within the vicinity of the site to the satisfaction of the Director Planning and Development.
15. The applicant is required to obtain approval and/or licensing pursuant to the provisions of the *Environmental Protection Act*.
16. Any advertising device is to be of a size and design compatible with the rural character of the surrounding area and is to be located to the satisfaction of the Director Planning and Development.
17. All service equipment and refrigeration units are to be positioned and housed so as not to cause nuisance or disturbance to persons or property not connected with the development to the satisfaction of the Director Planning and Development.
18. There is to be no interference with the amenity of the neighbourhood by reason of the emission of noise, vibration, smell, fumes, smoke, vapour, steam, soot, ash, dust, waste water, waste products, grit, oil or otherwise.
19. The storage of any machinery, materials or vehicles is to be aesthetically screened so as not to be visible from any roads or from adjoining properties to the reasonable satisfaction of the Director Planning and Development.
20. Any lighting device is to be so positioned and shielded so as not to cause any glare nuisance to any nearby residential property or passing motorist.

Water Supply & Sewerage

21. Waste water is to be disposed of to the satisfaction of the Director Planning and Development by means of a suitable septic system or on-site treatment plant. Where a treatment system will be used by more than 20 equivalent persons, an approval must be required from the Environmental Protection Agency for Environmentally Relevant Activity No. 15 (Sewage Treatment).

Carparking and Vehicle Access

22. Car parking shall be provided on site between the applicable lease area and the internal road in accordance with the Warwick Shire Planning Scheme's requirements for carparking. Such car parking spaces shall be constructed, sealed, drained, line marked, laid out and maintained to the satisfaction of the Director Planning and Development.

Schedule 2 - Conditions for Reconfiguring a Lot

Approved Plans

1. The reconfiguration is to be developed generally in accordance with the proposal plan submitted by the applicant, as determined by the Director Planning and Development, *Warwick Aerodrome Proposed Development* dated 2 September 2004 prepared by Warwick Shire Council, subject to the final design of the reconfiguration being in accordance with the conditions of this approval and the Planning Scheme provisions for the reconfiguration of lots for that part of the Shire of Warwick.

Amenity & Environmental Controls

2. The applicant shall institute control measures for the destruction of declared plants prior to Council's approval of the plans of subdivision.

Landscaping and Buffers

3. The applicant is to provide a twelve (12) metre wide landscaped strip between the Massie Bony Mountain Road and the access road, as identified in the applicant's plan, *Warwick Aerodrome Proposed Development* dated 2 September 2004 prepared by Warwick Shire Council. The area to be landscaped is to be planted and maintained to the satisfaction of the Director Planning and Development.
4. The applicant is to provide landscaping within the 10 metre buffer between the lease sites and the eastern boundary of the land.
5. The applicant is to provide a 10 metre wide landscaped buffer between the lease sites and the western boundary of the land.
6. The applicant is to provide a six (6) metre wide landscaping strip along the Massie Bony Mountain Road property boundary of the two large lease sites identified as "Future Aircraft Hangar Sites" and "Aero/Gliding club Lease Area" on the plan *Warwick Aerodrome Proposed Development* dated 2 September 2004 prepared by Warwick Shire Council.

Carparking and Vehicle Access

7. The applicant shall construct vehicle access to the site to the satisfaction of the Director Technical Services. Such entrance roadworks shall be constructed in bitumen and shall include appropriate drainage works.
8. The internal access road, giving access from Massie Bony Mountain Road to the lease sites, is to be sealed, drained, laid out and maintained to the satisfaction of the Director Technical Services.

Roadworks, Drainage and Stormwater

9. The applicant is to construct road widening of 1.0 metre along the Massie Bony Mountain Road frontage of the site for 6 metres either side of the access points to the hangar sites. Such works are to include appropriate drainage and the roads are to be constructed in bitumen to the satisfaction of the Director Technical Services.
10. (a) A stormwater drainage system serving the development shall be constructed and the stormwater is to be disposed of to a legal point of discharge to the satisfaction of the Director Technical Services.
(b) Site stormwater runoff shall be collected, detained and discharged where appropriate in a manner that does not increase the quantity or concentration of stormwater flow in comparison to the pre-development condition. Where necessary, suitable easements to legal points of discharge shall be provided.

Aboriginal Cultural Heritage

11. In carrying out your activity you must take all reasonable and practicable measures to ensure that it does not harm Aboriginal cultural heritage (the "cultural heritage duty of care"). You will comply with the cultural heritage duty of care if you are acting in accordance with gazetted cultural heritage duty of care guidelines. An assessment of your proposed activity against the duty of care guidelines will help determine whether or to what extent Aboriginal cultural heritage may be harmed by your activity. Further information on cultural heritage, together with a copy of the duty of care guidelines and cultural heritage search forms, may also be obtained from www.nrme.qld.gov.au.

Approval Times

12. In accordance with the provision of Section 3.5.21 of the *Integrated Planning Act*, this reconfiguration of a lot approval will lapse in two (2) years, or four (4) years where the reconfiguration requires operational works, from the date of Council's decision. Where relevant, the owner of the land is to comply with the conditions of approval contained herein and complete all necessary works as required by the conditions of the approval in accordance with the provisions of the *Integrated Planning Act* and the Planning Scheme.
13. In accordance with the provisions and time limits of Section 3.7.2 of the *Integrated Planning Act*, the applicant is to lodge with Council the plans of subdivision for the proposed reconfiguring of a lot for approval. The plans of subdivision is to comply with the requirements of the Titles Office and the provisions of the *Integrated Planning Act* and Council will not approve this plan unless all conditions of this approval to reconfigure lots and the requirements of the Planning Scheme and the *Integrated Planning Act* have been complied with to the satisfaction of Council.
14. Council approval will lapse after six months from the date of approval of the plans of subdivision by Council unless the approved plans of subdivision is registered in the Office of the Registrar of Titles or an application for reapproval of the plan is approved by Council in accordance with the *Integrated Planning Act*.

Schedule 3 - Preliminary Approval for Environmentally Relevant Activities

Development Permit

1. The application for a Development Permit for any of the following Environmentally Relevant Activities is to be subject to Code Assessment in accordance with Section 3.1.6 of the *Integrated Planning Act* and **not** Impact Assessment:
 - Environmentally Relevant Activity No. 11(a) - Crude Oil or Petroleum Product Storing
 - Environmentally Relevant Activity No. 23 - Abrasive Blasting
 - Environmentally Relevant Activity No. 24 - Boiler Making or Engineering
 - Environmentally Relevant Activity No. 25(a)&(b) - Metal Surface Coating
 - Environmentally Relevant Activity No. 26 - Metal Forming
 - Environmentally Relevant Activity No. 28 - Motor Vehicle Workshop
 - Environmentally Relevant Activity No. 51 - Plastic Manufacturing
 - Environmentally Relevant Activity No. 68 - Wooden Product Manufacturing

In accordance with existing delegated authorities, the application shall be determined by the Director Planning and Development.

General Conditions

2. The commencement of an Environmentally Relevant Activity is not permitted without the prior obtainment of a Development Approval that includes code assessment under the *Environmental Protection Act 1994*.
3. A Registration Certificate for an Environmentally Relevant Activity/s must be obtained prior to commencement of an Environmentally Relevant Activity.

Air Pollution Control

4. Air emissions from an Environmentally Relevant Activity must not create environmental harm and must not exceed relevant limits specified in the *Environmental Protection (Air) Policy 1997* in its current form or as amended or replaced from time to time.

Water Pollution Control

5. Waste water emissions from the Site must not create environmental harm and must conform to the *Environmental Protection (Water) Policy 1997* in its current form or as amended or replaced from time to time.

Noise Control

6. Noise levels emitted from the premises must not exceed 5 dB(A) above the background noise levels in the locality when measured from the nearest part of an affected residential dwelling and must not exceed 10 dB(A) above the background noise levels in the locality when measured from the nearest part of a commercial premises.

Light Control

7. Any external light must be installed so that light shines down and away from adjacent premises and roads and does not exceed 8 lux at the property boundary.

Waste Management

8. Waste must be managed in accordance with the *Environmental Protection (Waste Management) Regulation 2000* and the *Environmental Protection (Interim Waste) Regulation 1996* in their current form or as amended or replaced from time to time.



**NOTICE
CHANGE TO AN EXISTING APPROVAL
*Sustainable Planning Act 2009 s.376***

Our Ref: EP:EP/RC\01219

8 August 2012

Please address all
communications to:

The Chief Executive Officer
Southern Downs
Regional Council
PO Box 26
Warwick Qld 4370

Southern Downs Regional Council
PO Box 26
WARWICK QLD 4370

Attention: Peter Gribbin

mail@southerndowns.qld.gov.au
www.southerndowns.qld.gov.au

Dear Peter

abn 59 786 792 651

**Request to Change Existing Development Approval, 89 Massie Bony
Mountain Road, Massie**

Warwick Office

64 Fitzroy Street
Warwick Qld 4370
t 07 4661 0300
f 07 4661 0333

I refer to your request to change an existing approval, that being the Development Permit dated 26 November 2010 for a Subdivision by Lease - Sixteen (16) Lease Areas at 89 Massie Bony Mountain Road, Massie, described as Lot 2 SP119600, Parish of North Toolburra, County of Merivale.

Your request was approved subject to conditions by Delegated Authority on 8 August 2012. The conditions of the approval have been amended accordingly, and are attached as Schedule 1 to this letter. Please also find attached a copy of the Development Permit.

Stanthorpe Office

61 Marsh Street
Stanthorpe Qld 4380
t 07 4681 5500
f 07 4681 5540

You may appeal against this decision to the Planning and Environment Court. You may also have a right to appeal to the Building and Development Dispute Resolution Committee. Attached is an extract from the *Sustainable Planning Act* which details your appeal rights regarding this decision.

If you require any further assistance, please contact Council's Manager Planning Services, Annette Doherty, on 4661 0300.

Yours faithfully

K J Harris
Director Planning and Environment

Attach: Schedule 1 - Conditions of Approval
 Schedule 2 - Department of Transport & Main Roads Conditions
 Development Permit
 Extract from *Sustainable Planning Act*

c.c Department of Transport & Main Roads
 Assets & Operations
 PO Box 645
 TOOWOOMBA QLD 4350

Schedule 1 – Reconfiguring a Lot

Approved Plans

1. The development of the site is to be generally in accordance with the following proposal plan submitted with the application, EXCEPT LEASE AREA "A" IS TO BE SETBACK 6.0 METRES FROM THE NORTHERN PROPERTY BOUNDARY, as determined by the Director Planning and Environment, and subject to the final development being amended in accordance with the conditions of this approval.
 - Plan Name: Lease Areas Stage 2, Sheet 1 of 2, dated 14 September 2010, prepared by Southern Downs Regional Council – Engineering Services Department.
 - Plan of Existing Leases AJ to AN and proposed Lease AV in Lot 2 on SP119600, dated 1 June 2012, prepared by Southern Downs Regional Council – Engineering Services Department.

Amenity & Environmental Controls

2. Declared pest plants on all the land subject to this application must be destroyed to the satisfaction of the Manager Environmental Services, prior to Council signing the Plan of Subdivision.

Fencing, Landscaping and Buffers

3. A 6.0 metre wide landscaped strip is to be provided along the Massie Bony Mountain Road frontage of the site, as identified on Plan Name: Lease Areas Stage 2, Sheet 1 of 2, dated 14 September 2010, prepared by Southern Downs Regional Council – Engineering Services Department. This area is to be densely planted with trees and shrubs suitable to grow to heights of between 0.5 to 3.0 metres at maturity, and regularly maintained.
4. The areas of the site to be landscaped are to be planted and maintained in accordance with the approved Landscaping Plan.

Carparking and Vehicle Access

5. The two existing vehicle accesses to the site from Massie Bony Mountain Road are to be maintained and resealed where necessary in accordance with Council's standard. (Council's Manager Design & Assets can provide details regarding Council's standard.)

Roadworks and Stormwater Drainage

6. Any footpaths, kerbing and channelling, roadworks and drainage works damaged during construction of the development are to be reinstated to the pre-existing condition, unless otherwise required by the Director Engineering Services.
7. The applicant is to construct road widening of 1.0 metre along the Massie Bony Mountain Road frontage of the site for 6 metres either side of the access points to the hanger sites. Such works are to include appropriate drainage and the roads are to be constructed in bitumen to the satisfaction of the Director Technical Services.
8. A stormwater drainage system serving the development is to be constructed and the stormwater disposed of to a legal point of discharge, in accordance with the Queensland Urban Drainage Manual (QUDM). Where the finished levels of a proposed allotment are such that stormwater runoff from all or part of the allotment cannot be gravity discharged to the street, an underground drainage line shall be provided to discharge the runoff from the allotment. Where necessary, suitable easements may be required over adjoining properties. The easements shall be provided to Council, at the developer's cost. All drainage works should meet the requirements of the Queensland Urban Drainage Manual (QUDM).

Life Cycle Management & Operational Works

9. A Development Permit for Operational Works associated with the development must be obtained in accordance with the *Sustainable Planning Act 2009*. The fee for an Application for Operational Works will be in accordance with Council's Schedule of General Fees & Charges.
10. For Operational Works of a capital value in excess of \$20,000, a security bond is to be provided to Council for the purpose of ensuring the standard of the works. The amount of security bond payable will be \$5000 plus 2.5% of the estimated value of the works in excess of \$50,000. The bond must be in the form of cash, bank cheque or irrevocable bank guarantee. This bond is to be provided to Council prior to the commencement of the works. The security bond shall be returned at the expiration of the Defect Liability Period subject to the satisfactory standard of the works.
11. All Operational Works shall be subject to a 12 months Defect Liability Period commencing from the date of completion of the works, being the day of the works being accepted on-maintenance by Council officers. 10% of the total construction costs or final contract amount for these operational works shall be submitted to Council to be held by Council as security. Council will hold this money in trust pending the expiration of the defect liability period. These funds will be refunded following a defect-free inspection at the end of the Defect Liability Period.
12. The design, schedules and specifications for all Operational Works and the supervision of construction of all work associated with the development must be carried out and certified by a Registered Professional Engineer in Queensland (RPEQ).
13. The developer must use roadworks signage on all public road in accordance with the Manual of Uniform Traffic Control Devices (MUTCD). A Traffic Control Plan is to be submitted with the Application for Operational Works.
14. All works associated with the development shall be carried out so as to minimise soil erosion and to control sediment, and such measures shall be incorporated into the engineering design of the development. An **Erosion and Sediment Control Plan** must be submitted with the Application for Operational Works.

Aboriginal Cultural Heritage

15. In carrying out the development, all reasonable and practicable measures must be taken to ensure that no harm is caused to Aboriginal cultural heritage (the "cultural heritage duty of care"). The cultural heritage duty of care is met if the development is conducted in accordance with gazetted cultural heritage duty of care guidelines. An assessment of the proposed activity against the duty of care guidelines will help determine whether or to what extent Aboriginal cultural heritage may be harmed by the activity. Further information on cultural heritage, together with a copy of the duty of care guidelines and cultural heritage search forms, may be obtained from www.derm.qld.gov.au

Approval Times

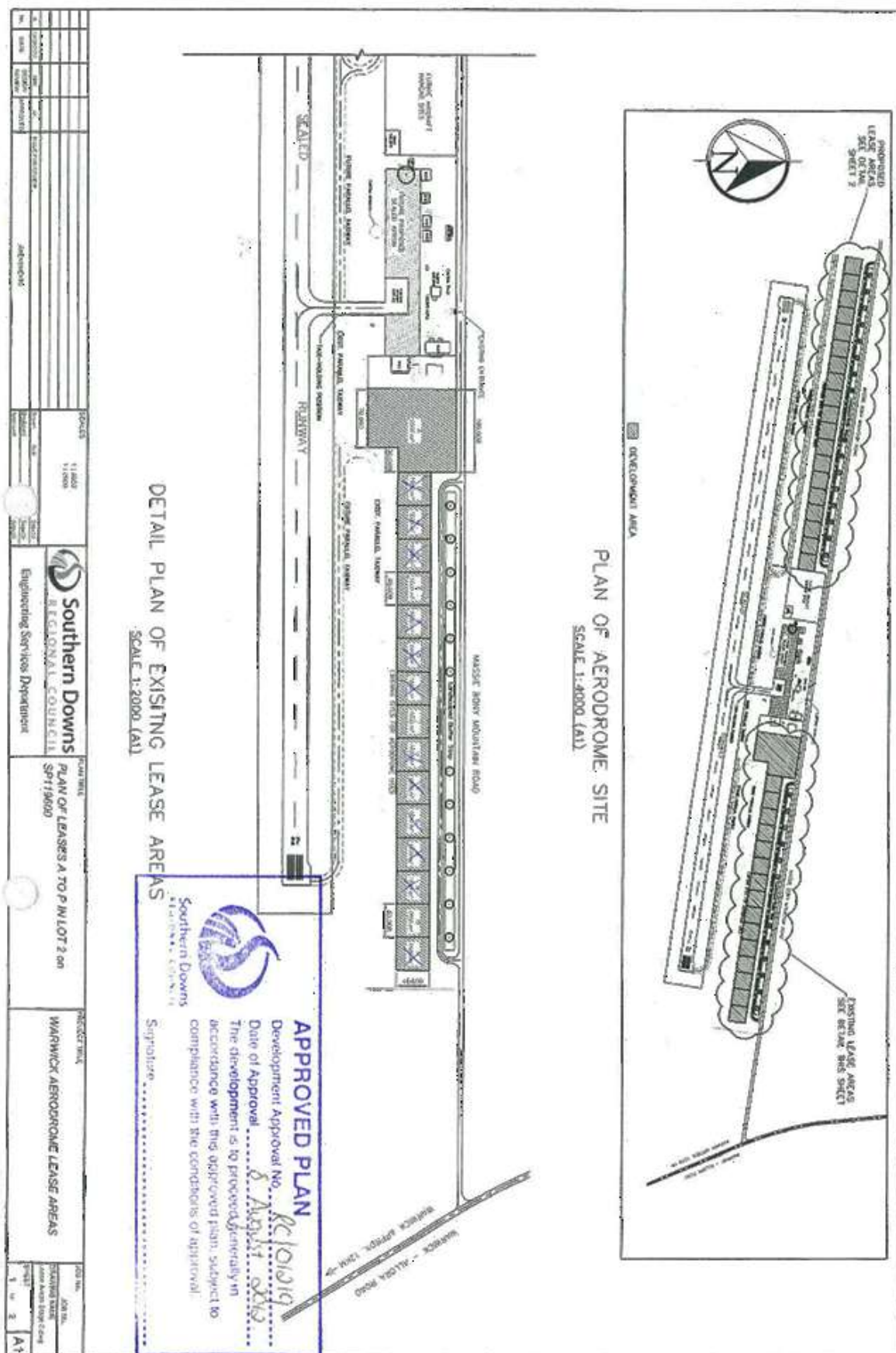
16. In accordance with the *Sustainable Planning Act 2009*, unless otherwise stated this approval will lapse two years from the day the approval takes effect, or four years where the reconfiguration involves assessable Operational Works. If an application for a related approval is made within two years of the day this approval takes effect, the relevant period is taken to have started on the day the latest related approval takes effect (*Sustainable Planning Act 2009* s341).

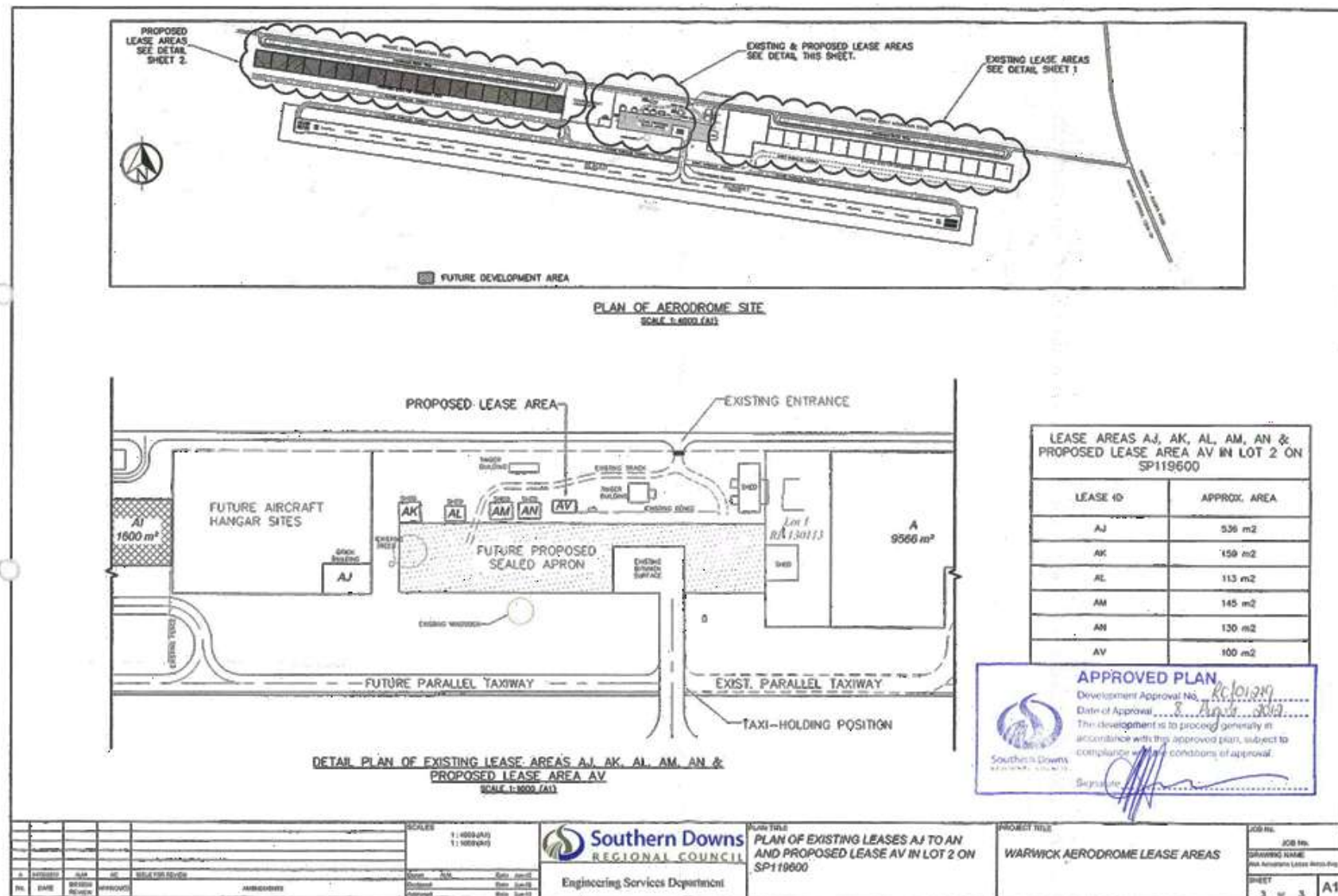
Approval of Subdivision Plan

17. The Subdivision Plan for the proposed reconfiguration of a lot must be submitted to Council for Compliance Assessment (*Sustainable Planning Regulation 2009* Sch 19). The Subdivision Plan must be submitted to Council within the relevant period of the approval, and with the appropriate form (IDAS Form 32) and fees. **Council will NOT issue a Compliance Certificate or approve the plan unless all conditions of this approval and the requirements of the *Sustainable Planning Act 2009* have been complied with to the satisfaction of Council and within the relevant period of the approval.**
18. The approved Subdivision Plan must be lodged for registration in the Office of the Registrar of Titles within six months of the date of Council's Compliance Certificate and approval of the Subdivision Plan. If the Subdivision Plan is not registered within this timeframe, Council's approval of the Subdivision Plan will lapse. Council may reapprove the Subdivision Plan subject to payment of the applicable fee, and only if the relevant period for the reconfiguration is still current.

Schedule 2 – Department of Transport & Main Roads Conditions as a Concurrence Agency

Nil







**Decision Notice
APPROVAL
Sustainable Planning Act s.335**

Our Ref: AB/AB/RC\01219

26 November 2010

Please address all
communications to:

The Chief Executive Officer,
Southern Downs
Regional Council
PO Box 26
Warwick, Qld 4370

mail@southerndowns.qld.gov.au
www.southerndowns.qld.gov.au

abo 59 786 792 851

Warwick Office

64 Fitzroy Street

Warwick, Qld 4370

t 07 4661 0300

f 07 4661 9333

Stanthorpe Office

61 Marsh Street

Stanthorpe, Qld 4380

t 07 4681 5500

f 07 4681 5549

Southern Downs Regional Council
PO Box 26
WARWICK QLD 4370

Attention: Trudy Fraser

Dear Ms Fraser

Development Permit for Reconfiguration of Lot

Applicant:	Southern Downs Regional Council
Owner:	Southern Downs Regional Council
Property Address:	89 Massie Bony Mountain Road, Massie
RPD:	Lot 2 SP119600, Parish of North Toolburra, County of Merivale
Proposal:	Subdivision by Lease - Sixteen (16) Lease Areas

I wish to advise that the above described application was approved subject to conditions by Delegated Authority on 26 November 2010.

Conditions

The conditions of this approval are attached. These conditions indicate whether the Assessment Manager (i.e. Southern Downs Regional Council) or a Concurrence Agency imposed them.

Relevant Period

Unless otherwise stated in the conditions of approval, the standard relevant period stated in section 341 of the *Sustainable Planning Act* applies to each aspect of development in this approval. The approval will lapse unless the of reconfiguration is submitted to Council within the relevant period.

Related Development Approvals

A Development Permit must be obtained for Operational Works associated with this development, prior to the development being carried out.

Compliance Assessment required for Documents or Work in Relation to the Development

Compliance assessment is required under chapter 6, part 10 of the *Sustainable Planning Act* for the following documents or works in relation to the development:

Documents or Works	Compliance Assessor	Matters or things against which the document or work must be assessed	When the request for compliance assessment must be made
Subdivision Plan	Southern Downs Regional Council	<ul style="list-style-type: none"> Conditions of the approval must be complied with. Conditions of approval for any associated Operational Works have been complied with. There are no outstanding rates or charges levied by Council or expenses that are a charge over the land under any Act. The plan has been prepared in compliance with the approval. 	At any time while the approval has effect.

IDAS Referral Agencies

The following IDAS referral agency applies to this application:

Department of Transport & Main Roads	
Address:	Assets & Operations PO Box 645 TOOWOOMBA QLD 4350
Reason for Referral:	As a Concurrence Agency for an application involving: <ul style="list-style-type: none"> Other RAL with TSA \geq 1.2ha

Appeal Rights

Appeals may be made to the Planning and Environment Court. Attached is an extract from the *Sustainable Planning Act 2009* which details your appeal rights regarding this decision.

Commencement of Approval

This approval takes effect in accordance with section 339 of the *Sustainable Planning Act*.

Yours faithfully



K J Harris
Director Planning and Environment

Attach: Schedule 1 – Southern Downs Regional Council Conditions
Schedule 2– Department of Transport & Main Roads Conditions
Extracts from *Sustainable Planning Act*

Handwritten: J. Baker 26/11/2014 ✓
c.c. ✓

Department of Transport & Main Roads
Assets & Operations
PO Box 645
TOOWOOMBA QLD 4350

Schedule 1 – Southern Downs Regional Council Conditions

Approved Plans

1. The development of the site is to be generally in accordance with the following proposal plan submitted with the application, EXCEPT LEASE AREA "A" IS TO BE SETBACK 6.0 METRES FROM THE NORTHERN PROPERTY BOUNDARY, as determined by the Director Planning and Environment, and subject to the final development being amended in accordance with the conditions of this approval.
 - Plan Name: Lease Areas Stage 2, Sheet 1 of 2, dated 14 September 2010, prepared by Southern Downs Regional Council – Engineering Services Department.

Amenity & Environmental Controls

2. Declared pest plants on all the land subject to this application must be destroyed to the satisfaction of the Manager Environmental Services, prior to Council signing the Plan of Subdivision.

Fencing, Landscaping and Buffers

3. A 6.0 metre wide landscaped strip is to be provided along the Massie Bony Mountain Road frontage of the site, as identified on Plan Name: Lease Areas Stage 2, Sheet 1 of 2, dated 14 September 2010, prepared by Southern Downs Regional Council – Engineering Services Department. This area is to be densely planted with trees and shrubs suitable to grow to heights of between 0.5 to 3.0 metres at maturity, and regularly maintained.
4. The areas of the site to be landscaped are to be planted and maintained in accordance with the approved Landscaping Plan.

Carparking and Vehicle Access

5. The two existing vehicle accesses to the site from Massie Bony Mountain Road are to be maintained and resealed where necessary in accordance with Council's standard. (Council's Manager Design & Assets can provide details regarding Council's standard.)

Roadworks and Stormwater Drainage

6. Any footpaths, kerbing and channelling, roadworks and drainage works damaged during construction of the development are to be reinstated to the pre-existing condition, unless otherwise required by the Director Engineering Services.
7. The applicant is to construct road widening of 1.0 metre along the Massie Bony Mountain Road frontage of the site for 6 metres either side of the access points to the hanger sites. Such works are to include appropriate drainage and the roads are to be constructed in bitumen to the satisfaction of the Director Technical Services.
8. A stormwater drainage system serving the development is to be constructed and the stormwater disposed of to a legal point of discharge, in accordance with the Queensland Urban Drainage Manual (QUDM). Where the finished levels of a proposed allotment are such that stormwater runoff from all or part of the allotment cannot be gravity discharged to the street, an underground drainage line shall be provided to discharge the runoff from the allotment. Where necessary, suitable easements may be required over

adjoining properties. The easements shall be provided to Council, at the developer's cost. All drainage works should meet the requirements of the Queensland Urban Drainage Manual (QUDM).

Life Cycle Management & Operational Works

9. A Development Permit for Operational Works associated with the development must be obtained in accordance with the *Sustainable Planning Act 2009*. The fee for an Application for Operational Works will be in accordance with Council's Schedule of General Fees & Charges.
10. For Operational Works of a capital value in excess of \$20,000, a security bond is to be provided to Council for the purpose of ensuring the standard of the works. The amount of security bond payable will be \$5000 plus 2.5% of the estimated value of the works in excess of \$50,000. The bond must be in the form of cash, bank cheque or irrevocable bank guarantee. This bond is to be provided to Council prior to the commencement of the works. The security bond shall be returned at the expiration of the Defect Liability Period subject to the satisfactory standard of the works.
11. All Operational Works shall be subject to a 12 months Defect Liability Period commencing from the date of completion of the works, being the day of the works being accepted on-maintenance by Council officers. 10% of the total construction costs or final contract amount for these operational works shall be submitted to Council to be held by Council as security. Council will hold this money in trust pending the expiration of the defect liability period. These funds will be refunded following a defect-free inspection at the end of the Defect Liability Period.
12. The design, schedules and specifications for all Operational Works and the supervision of construction of all work associated with the development must be carried out and certified by a Registered Professional Engineer in Queensland (RPEQ).
13. The developer must use roadworks signage on all public road in accordance with the Manual of Uniform Traffic Control Devices (MUTCD). A Traffic Control Plan is to be submitted with the Application for Operational Works.
14. All works associated with the development shall be carried out so as to minimise soil erosion and to control sediment, and such measures shall be incorporated into the engineering design of the development. An **Erosion and Sediment Control Plan** must be submitted with the Application for Operational Works.

Aboriginal Cultural Heritage

15. In carrying out the development, all reasonable and practicable measures must be taken to ensure that no harm is caused to Aboriginal cultural heritage (the "cultural heritage duty of care"). The cultural heritage duty of care is met if the development is conducted in accordance with gazetted cultural heritage duty of care guidelines. An assessment of the proposed activity against the duty of care guidelines will help determine whether or to what extent Aboriginal cultural heritage may be harmed by the activity. Further information on cultural heritage, together with a copy of the duty of care guidelines and cultural heritage search forms, may be obtained from www.derm.qld.gov.au

Approval Times

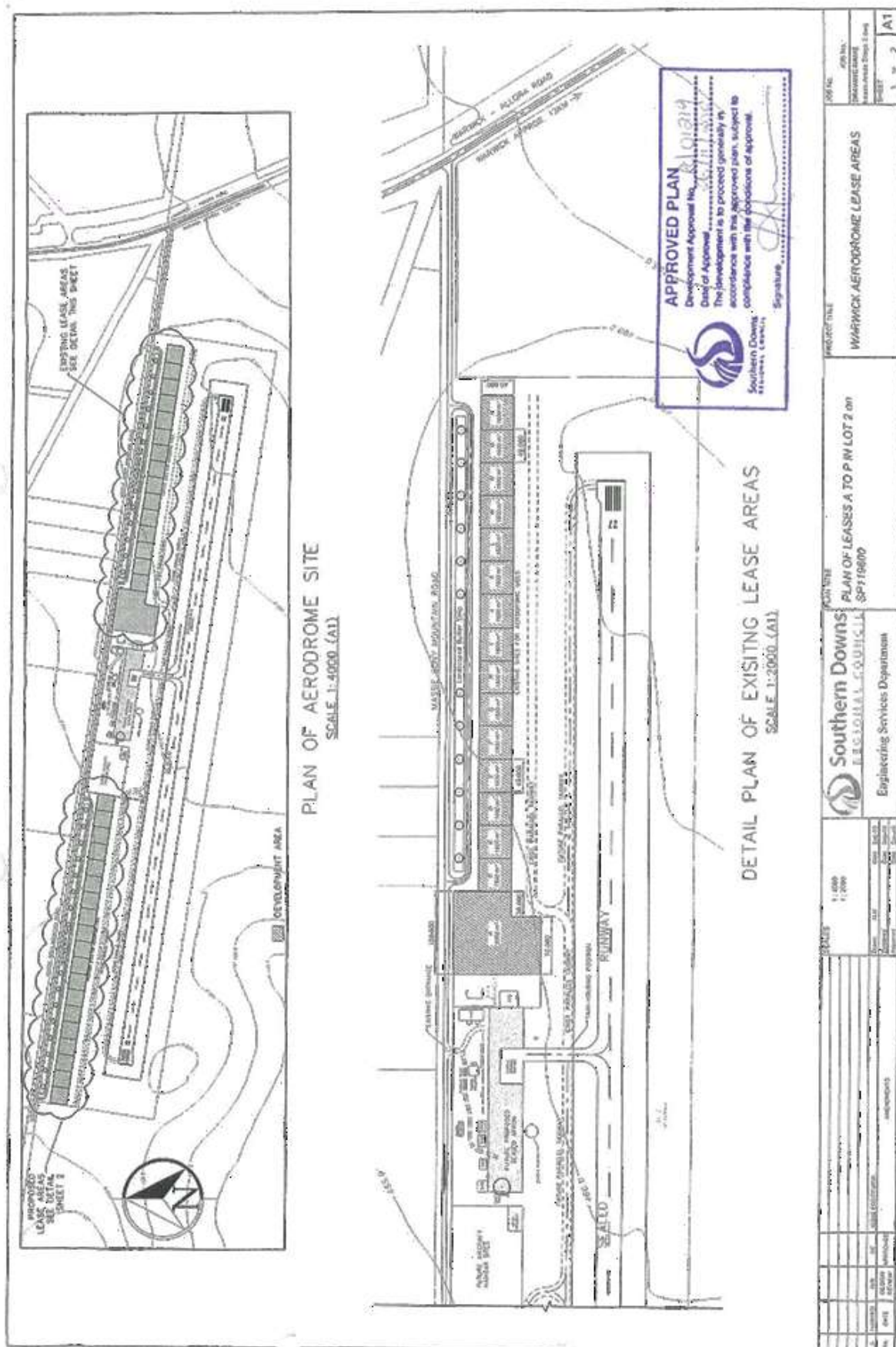
16. In accordance with the *Sustainable Planning Act 2009*, unless otherwise stated this approval will lapse two years from the day the approval takes effect, or four years where the reconfiguration involves assessable Operational Works. If an application for a related approval is made within two years of the day this approval takes effect, the relevant period is taken to have started on the day the latest related approval takes effect (*Sustainable Planning Act 2009* s341).

Approval of Subdivision Plan

17. The Subdivision Plan for the proposed reconfiguration of a lot must be submitted to Council for Compliance Assessment (*Sustainable Planning Regulation 2009* Sch 19). The Subdivision Plan must be submitted to Council within the relevant period of the approval, and with the appropriate form (IDAS Form 32) and fees. Council will **NOT** issue a Compliance Certificate or approve the plan unless all conditions of this approval and the requirements of the *Sustainable Planning Act 2009* have been complied with to the satisfaction of Council and within the relevant period of the approval.
18. The approved Subdivision Plan must be lodged for registration in the Office of the Registrar of Titles within six months of the date of Council's Compliance Certificate and approval of the Subdivision Plan. If the Subdivision Plan is not registered within this timeframe, Council's approval of the Subdivision Plan will lapse. Council may reapprove the Subdivision Plan subject to payment of the applicable fee, and only if the relevant period for the reconfiguration is still current.

Schedule 2 – Department of Transport & Main Roads Conditions as a Concurrence Agency

Nil





WARWICK AERODROME SAFETY INSPECTION 2014

Prepared for
Southern Downs Regional Council

Prepared by
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Aerodrome Operation Support Pty Ltd

Warwick, April 2014

CERTIFICATION

This Aerodrome Safety Inspection of Warwick Aerodrome was conducted on the 4th April 2014 by Andrew Stewart.

Southern Downs Regional Council converted the status of Warwick Aerodrome to that of a "Registered" aerodrome (Registration No. R155) on the 11th of February 2011. The purpose of this inspection is to cover the requirements of an Aerodrome Safety Inspection.

This Aerodrome Safety Inspection was conducted in accordance with the requirements set by the Civil Aviation Safety Authority in Civil Aviation Safety Regulations 1998 Part 139 Aerodromes, and the Manual of Standards Part 139 – Aerodromes.

This report provides a true picture of the state of the aerodrome with respect to its compliance with applicable standards relating to the published details, operating procedures, competency of duty Reporting Officer/s and the details related to the movement areas. Corrective action and/or necessary improvements have been identified and summarised as "Remedial Action Requirement/s" where required, or as a minimum, at least discussed within the report.

The approach and take-off area has been checked (by instrument survey) for tree growth or new obstructions. Any new critical obstacles that affect the published take-off gradients and / or the threshold locations have been identified and their impacts have been advised to the relevant official Aeronautical Information Publications. Hence, the published data for the aerodrome is correct or has been corrected as part of this Aerodrome Safety Inspection; prior to the finalisation of this report.

I am a CASA approved Aerodrome Safety Inspector in accordance with Civil Aviation Safety Regulation 1998 Part 139, Section 139.320 (Approval Number 002).

I hereby certify that, to the best of my knowledge and, conditional upon rectification of the indicated deficiencies, the aerodrome facilities and aerodrome equipment meet the applicable standards for a "Registered" although operating as a "certain other" aerodrome.



Andrew Stewart

5th May 2014

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Aerodrome Operation Support Pty Ltd

Warwick, April 2014

SUMMARY AND RECOMMENDATIONS

The aerodrome was 'Registered' on 11th February 2011 by Southern Downs Regional Council, Certificate number R155 Council.

The Civil Aviation Safety Authority requires the operator of a "Registered" aerodrome to arrange for an "Aerodrome Safety Inspection" of the aerodrome if it caters for RPT operations with a seating capacity between 10 and 30 passengers.

- The aerodrome does not currently facilitate aircraft operations of this size but it is "Registered" and has instrument non-precision approach procedures designed for runway 09/27. As such Council must ensure, as a minimum, that the data published about the aerodrome is checked on an annual basis.
- Due to Council's proactive approach to aerodrome management and safety it arranges to have a full Aerodrome Safety Inspection completed each year.

The purpose of this inspection is to cover the full requirements of an Aerodrome Safety Inspection in accord with the Civil Aviation Safety Regulations 1998 Part 139 Aerodromes (CASR 139) and the Manual of Standards Part 139 – Aerodromes (MOS 139).

Except for the "Remedial Action Requirements" below, the aerodrome meets the requirements for a "Registered" aerodrome as prescribed in CASR 139 and the MOS 139

- The aerodrome's physical characteristics, facilities and operating procedures are in compliance with relevant standards or are adequate for aircraft safety.
- Staff are experienced, trained and qualified to conduct the safety related functions of the aerodrome.
- Council is aware of the aerodrome safety functions and can be expected to continue properly operating the aerodrome.

The "Remedial Action Requirements" in this report are matters where the aerodrome does not meet the standards required by the Civil Aviation Safety Authority or where significant aircraft safety issues were found.

The following "Remedial Action Requirement/s" have been extracted from within this report and should be read in combination with the definitions given in Appendix B:

- ➔ **Remedial Action Requirement 1:** To sweep the loose aggregate from the surfaces of the runway, taxiways and aprons.
- ➔ **Remedial Action Requirement 2:** To move the culvert headwall of the stub taxiway so that they are located outside a Code A graded taxiway strip (comprising 11m either side of the taxiway centre line) as per MOS 139, Section 6.3.13.1.
- ➔ **Remedial Action Requirement 3:** To provide an appropriately situated, properly prepared and correctly defined glider runway if these operations are to continue.
- ➔ **Remedial action Requirement 4:** To provide the parallel taxiway with a compliant taxiway strip.
- ➔ **Remedial Action Requirement 5:** To widen the surface of the GA taxiway leading into THR 27 to 7.6m, and lessen the downward transverse slopes of the taxiway strip / shoulders of both the GA and hangar taxiways to less than 5% from the horizontal.
- ➔ **Remedial Action Requirement 6:** To repair the unserviceable runway edge light.

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Aerodrome Operation Support Pty Ltd

Warwick, April 2014

- ➔ **Remedial Action Requirement 7:** To replace the unserviceable wind indicator light.
- ➔ **Remedial Action Requirement 8:** To remove obstructions No. 6 and No. 7 at the western end of RWY 09/27.
- ➔ **Remedial Action Requirement 9:** To remove obstructions No. 12 at the eastern end of RWY 09/27.
- ➔ **Remedial Action Requirement 10:** To lop / remove obstructions 3, 13, 15 and 16 and any adjacent trees of a similar height (at the eastern end of the runway) as they infringe the transitional surface.
- ➔ **Remedial Action Requirement 10:** To lop / remove obstructions 3, 5, 20, 21, 22 and 23 and any adjacent trees of a similar height (at the western end of the runway) as they infringe the transitional surface.

CASR 139 requires that within 30 days of the receipt of this report, the aerodrome operator must provide the Civil Aviation Safety Authority:

- A copy of the Aerodrome Safety Inspection report, and
- If the Aerodrome Safety Inspection report specifies any remedial work or "Remedial Action Requirement/s" as being necessary, then a statement regarding when and how the operator intends to complete this remedial work is required.

Also in the body of this report, Aerodrome Operation Support Pty Ltd (AOSPL) may have made some recommendations, none of which are required by legislation but if attended to, will improve the overall standard and enhance the safety of the aerodrome.

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Aerodrome Operation Support Pty Ltd

Warwick, April 2014

CONTENTS

1.0	INTRODUCTION	1
1.1	PURPOSE.....	1
1.2	DEFINITIONS	1
1.3	INSPECTION DATES	1
1.4	SCOPE.....	1
2.0	DOCUMENTS REVIEWED	3
3.0	THE YEAR IN BRIEF.....	3
3.1	DEVELOPMENT WORKS	3
3.2	MAINTENANCE WORKS	3
3.3	AIRCRAFT INCIDENTS.....	3
3.4	AIRCRAFT ACTIVITY	4
3.5	SPECIALIST ACTIVITIES.....	4
4.0	DETAILS OF THE AERODROME	4
4.1	DETAILS OF THE LOCATION OF THE AERODROME.....	4
4.2	NAME AND ADDRESS OF AERODROME OWNER	4
4.3	AERODROME DIAGRAM.....	4
4.4	DETAILS OF THE MOVEMENT AREA	4
4.5	DETAILS OF RUNWAY DISTANCES AVAILABLE	5
4.6	DETAILS OF AERODROME LIGHTING.....	5
4.7	DETAILS OF GROUND SERVICES	5
4.8	NOTICE OF SPECIAL CONDITIONS, PROCEDURES	5
4.9	ADDITIONAL INFORMATION	5
4.10	CURRENT NOTAM.....	5
4.11	DEPARTURE AND APPROACH PROCEDURES.....	6
5.0	AERODROME OPERATING PROCEDURES.....	6
5.1	RECORDING OF AERODROME INSPECTIONS	6
5.2	RECORDING OF NOTICES GIVEN TO THE NOTAM OFFICE AND AIS OR TO AIR TRANSPORT OPERATORS.....	6
5.3	RECORDING OF AERODROME WORKS	6
5.4	DRUG AND ALCOHOL MANAGEMENT PLAN.....	7
6.0	REPORTING OFFICER.....	7
6.1	HAS THE REPORTING OFFICER RECEIVED FORMAL TRAINING IN THE DUTIES AND TASKS OF THE POSITION.....	7
6.2	IS A RELIEF REPORTING OFFICER PROVIDED.....	7
7.0	DETAILS RELATING TO MOVEMENT AREAS.....	7
7.1	RUNWAY 09/27	8
7.2	TAXIWAYS.....	11
7.3	APRON AREAS	17
8.0	AERODROME LIGHTING	19
8.1	RUNWAY LIGHTING	20
8.2	CONDITION OF RUNWAY LIGHTS	20

v

Aerodrome Operation Support Pty Ltd	Warwick, April 2014
8.3 TAXIWAY LIGHTS	20
8.4 APRON LIGHTS	20
8.5 ILLUMINATED WIND INDICATORS.....	21
8.6 ADDITIONAL LIGHTING.....	21
9.0 DETAILS RELATING TO PAVEMENT MARKINGS AND MARKERS	21
9.1 RUNWAY 09/27	21
9.2 TAXIWAY MARKINGS.....	22
9.3 APRON MARKINGS	22
9.4 PRIMARY WIND INDICATOR AND SIGNAL CIRCLE	23
9.5 AERODROME FREQUENCY RESPONSE UNIT.....	23
10.0 OBSTACLE LIMITATION SURFACES	24
10.1 SURVEY SCOPE.....	24
10.2 RESULTS.....	24
10.3 TAKE-OFF OBSTACLE LIMITATION SURFACES	26
10.4 APPROACH OBSTACLE LIMITATION SURFACES.....	26
10.5 TRANSITIONAL SURFACES	26
10.6 OTHER OBSTACLE LIMITATION SURFACES.....	27
11.0 RADIOS USED BY THE AERODROME OPERATOR	27
12.0 EQUIPMENT USED FOR DISPERSING BIRDS.....	27
13.0 AERODROME FENCING.....	28
14.0 NAVIGATIONAL AIDS.....	28
15.0 REVIEW OF PREVIOUS SAFETY INSPECTION.....	28
APPENDIX A: OBSTACLE SURVEYS	30
APPENDIX B: DEFINITIONS	32
APPENDIX C: PHOTOGRAPHS OF THE TAKE-OFF AREAS	34

Aerodrome Operation Support Pty Ltd

Warwick, April 2014

1.0 INTRODUCTION

Southern Downs Regional Council converted the status of Warwick Aerodrome to that of a "Registered" aerodrome (Registration No. R155) on the 11th of February 2011.

Under the Civil Aviation Safety Regulations Part 139 Aerodromes, any Registered or "certain other" (e.g. Aeroplane Landing Area) aerodromes that cater/s for aircraft at least once per week with 10 to 30 passenger seats engaged in regular public transport and/or charter operations must arrange an Aerodrome Safety Inspection.

- The aerodrome does not currently facilitate aircraft operations of this size but it is "Registered" and has Instrument non precision approach procedures designed for runway 04/22. As such Council must ensure that as a minimum the data published about the aerodrome is checked on an annual basis.

1.1 PURPOSE

The purpose of this inspection is to cover the requirements of an Aerodrome Safety Inspection.

1.2 DEFINITIONS

Throughout the report, several aviation specific abbreviated terms and / or acronyms have been used. These are defined in Appendix B, and from here-on will be used within the report.

1.3 INSPECTION DATES

The inspection history is as follows:

- January 2006: An Initial Aerodrome Safety Inspection (ASI) was conducted by Aerodrome Operation Support Pty Ltd (AOSPL) in accord with the current CASR 139 and MOS 139.
- January 2008: A subsequent ASI was conducted by AOSPL to current standards and regulations.
- October 2010: Pre-registration / Aerodrome Safety Inspection was conducted by AOSPL to aid in getting Warwick Aerodrome "Registered" in accord to current standards and regulations.
- 2011 to 2012: Subsequent annual ASI was conducted by AOSPL in accord to current standards and regulations.
- April 2014: This latest annual ASI was conducted by AOSPL in accord to current standards and regulations.

1.4 SCOPE

This annual ASI has been performed in accordance with CASR 139, Section 139.315 and the MOS 139, Section 12.1.8. The relevant sections of the CASR 139 are detailed in table (Table 1.5 - 1) below.

Aerodrome Operation Support Pty Ltd

Warwick, April 2014

CASR	Items to be Inspected or Checked	Checked	Remark
Appendix 1 to paragraph 139.315 (4) (a) (1)	<p>Details of the Aerodrome:</p> <p>Check that the following details relating to the aerodrome, published in AIP-ERSA or given to air transport operators, are correct</p> <ul style="list-style-type: none"> • details of the location of the aerodrome; • the name and address of the aerodrome operator; • details of the movement area; • details of runway distances available; • details of the aerodrome lighting; • details of ground services; and • notice of special conditions and procedures, if any. 	<p>Y</p> <p>Y</p> <p>Y</p> <p>Y</p> <p>Y</p> <p>Y</p> <p>Y</p>	
Appendix 1 to paragraph 139.315 (4) (a)(2)	<p>Aerodrome operating procedures:</p> <p>Check aerodrome operating procedures to ensure that the following matters are dealt with</p> <ul style="list-style-type: none"> • recording of aerodrome inspections; • recording of notices given to the NOTAM Office and AIS or to air transport operators; and • recording of aerodrome works. 	<p>Y</p> <p>Y</p> <p>Y</p>	
Appendix 1 to paragraph 139.315 (4) (a) (3)	<p>Reporting officer:</p> <p>Check that each person appointed as a reporting officer is competent to carry out the reporting officer's functions.</p>	<p>Y</p>	
Appendix 1 to paragraph 139.315 (4) (a) (4))	<p>Details relating to movement area etc.</p> <p>Check the following:</p> <ul style="list-style-type: none"> • dimensions and surface conditions of runways, taxiways and aprons; • aerodrome lighting, including back-up lighting and obstacle lighting; • wind direction indicators and their illumination; • aerodrome markings and signs; • obstacle limitation surfaces applicable to the aerodrome; • two-way radios (whether hand-held or installed in vehicles) used by the aerodrome operator on the movement area; • equipment used for dispersing birds; and • aerodrome fencing. 	<p>Y</p> <p>Y</p> <p>Y</p> <p>Y</p> <p>Y</p> <p>Y</p> <p>Y</p> <p>Y</p>	

Aerodrome Operation Support Pty Ltd

Warwick, April 2014

2.0 DOCUMENTS REVIEWED

Council made the following documents available for review:

- Reporting Officer's serviceability logbook / checklist, diary and / or any other maintenance record.
- Accident and Incident reports.
- Bird and animal strikes register.
- NOTAM register.

Other documents reviewed by AOSPL Included:

- Prepared "Operating Procedures" provided to the Reporting Officer.

3.0 THE YEAR IN BRIEF

3.1 DEVELOPMENT WORKS

Past 12 months:

- A new path from the apron to the terminal was constructed.
- An electric fence was provided around the eastern, western and southern boundary fence line.
- A new (second) water tank was provided for firefighting purposes.

Next 12 months:

- A new GA apron / hanger extension may be constructed at the western end of the existing apron area.

3.2 MAINTENANCE WORKS

Past 12 months:

- Routine maintenance works only.

Next 12 months:

- Grading of the southern side of the runway strip.
- Works to strengthen the fence line.
- Re-alignment of the eastern GA taxiway.

3.3 AIRCRAFT INCIDENTS

- No accidents or incidents were recorded in the past twelve months.

Aerodrome Operation Support Pty Ltd

Warwick, April 2014

3.4 AIRCRAFT ACTIVITY

The following aircraft activities occur:

- Various small charter operations including the Flying Surgeon and RFDS flights.
- Limited number of private operations.
- Gliding operations.

3.5 SPECIALIST ACTIVITIES.

The following specialist activities occurred at Warwick Aerodrome over the past 12 months:

- AOSPL conducted the last ASI in November 2012, and the resulting report, was available for perusal.
- Electrical technical inspections are not required for "certain other" or "Registered" aerodromes and none were available for this inspection.
- No emergency exercise was undertaken and nor is it required.
- An annual audit by CASA is not currently a requirement for this aerodrome.

4.0 DETAILS OF THE AERODROME

The details relating to the aerodrome as published in ERSA, RDS, and DAP East, or given to air transport operators were checked with the following results:

4.1 DETAILS OF THE LOCATION OF THE AERODROME

- Correct as shown in ERSA (6th March 2014 edition).

4.2 NAME AND ADDRESS OF AERODROME OWNER

- Correct as shown in ERSA (6th March 2014 edition).

4.3 AERODROME DIAGRAM

The details as shown in ERSA (6th March 2014 edition) are correct.

- The eastern GA taxiway and the new THR 27 access taxiway are not shown (local knowledge only). As they both need to be either widened and / or relocated the diagram should be updated when these works have been completed.

4.4 DETAILS OF THE MOVEMENT AREA

- Correct as shown in ERSA (6th March 2014 edition).

Aerodrome Operation Support Pty Ltd

Warwick, April 2014

4.5 DETAILS OF RUNWAY DISTANCES AVAILABLE

The surveys of the approach and take-off climb surface areas determined that RWY 09/27 meets the requirements for a Code 2 non instrument runway with a GPS circling approach.

The survey established that amendments were required to the operational data for the both runway directions.

- Permanent NOTAM as issued by the NOTAM Office:

C0001/14 NOTAMN

Q) YBBB/QMDCH/TW/M/A/000/999/2809S15157E

A) YWCK

B) 1405050354 C) PERM

E) DECLARED DISTANCE AND GRADIENT CHANGES RWY 09/27 RWY TODA

09 1700(2.05)

27 1700(4.30)

SUPPLEMENTARY TAKE OFF DISTANCES

RWY 09 1567(1.8) 1664(1.9)

RWY 27 1021(1.6) 1181(1.9) 1301(2.2) 1395(2.5) 1563(3.3) AMD EN ROUTE SUPP
AUSTRALIA

4.6 DETAILS OF AERODROME LIGHTING

Correct as shown in ERSA (6th March 2014 edition).

4.7 DETAILS OF GROUND SERVICES

Details are not provided in ERSA (6th March 2014 edition).

4.8 NOTICE OF SPECIAL CONDITIONS, PROCEDURES

There are no special conditions shown in ERSA (6th March 2014 edition).

4.9 ADDITIONAL INFORMATION

Correct as shown in ERSA (6th March 2014 edition).

- Gliding OPS daylight hours.
- Kangaroo hazard at night.

4.10 CURRENT NOTAM

There were no current NOTAMs issued at the time of the inspection.

Aerodrome Operation Support Pty Ltd

Warwick, April 2014

4.11 DEPARTURE AND APPROACH PROCEDURES

Aerodrome Chart (25th August 2011): The current chart was checked and was found to be correct.

- As with Section 4.3 (Aerodrome Diagram) above the parallel TWY and access TWY at the eastern end of the runway will need to be included in the aerodrome chart drawing once they have been increased in width.

5.0 AERODROME OPERATING PROCEDURES

Operating procedures have been prepared for the aerodrome and they are used in the day-to-day running and maintenance of the aerodrome.

- In the latest proposed amendments to the MOS 139, the CASA is suggesting that the owner /operator of a 'Registered' aerodrome provide an Aerodrome Manual much like the one required for a 'Certified' aerodrome.

The following procedures were reviewed:

5.1 RECORDING OF AERODROME INSPECTIONS

All serviceability inspections are recorded by the duty Reporting Officer in the aerodrome logbook.

The procedures require that as a minimum an aerodrome serviceability inspection must be carried out two times a week and that any defects, unusual occurrences, bird or animal hazards and incidents are recorded therein and passed to the supervisor for appropriate action.

- Procedures meet requirements.

5.2 RECORDING OF NOTICES GIVEN TO THE NOTAM OFFICE AND AIS OR TO AIR TRANSPORT OPERATORS

The duty Reporting Officer contacts the NOTAM Office direct to raise any NOTAM. NOTAM records are kept by the duty ARO.

- Procedures meet requirements.

5.3 RECORDING OF AERODROME WORKS

Council staff liaises with all persons or businesses involved with the aerodrome's major works. Works conducted under "Time Limited Works" are recorded in the aerodrome logbook. No unscheduled or MOWP works were undertaken during the past year.

- Procedures meet requirements.

Aerodrome Operation Support Pty Ltd

Warwick, April 2014

5.4 DRUG AND ALCOHOL MANAGEMENT PLAN

A compliant aerodrome specific DAMP has been produced in line with CASA requirements. It was implemented in September 2011.

- The DAMP must be reviewed every five (5) years from the date it was original issued or at any other time if directed by CASA.

6.0 REPORTING OFFICER

The duties and responsibilities of the position were discussed with Messrs Brian Weeks, the appointed Reporting Officer.

It was determined that:

6.1 HAS THE REPORTING OFFICER RECEIVED FORMAL TRAINING IN THE DUTIES AND TASKS OF THE POSITION

Mr. Brian Weeks is the nominated Reporting Officer. He holds a certificate of attainment issued as a result of a training course conducted by AOSPL, has practical experience, and alternates as the duty ARO. He was judged as capable of carrying out the functions of his position.

- The Reporting Officer meets the requirements of CASR 139, Section 139.300.

6.2 IS A RELIEF REPORTING OFFICER PROVIDED

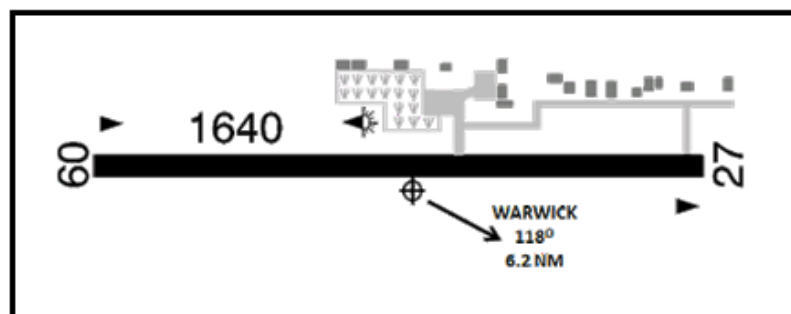
Mr. David Neil provides back-up during recreation or other leave.

- In addition Mr Neil Chandler is available as a relief. He has also received formal training by AOSPL and is aware of the responsibilities and tasks of the position.

The provision of Reporting Officer relief personnel meets the requirements of CASR 139, Section 139.300.

7.0 DETAILS RELATING TO MOVEMENT AREAS

The following aircraft movement areas are provided at Warwick Aerodrome by Council:



Aerodrome Operation Support Pty Ltd

Warwick, April 2014

- One runway.
 - RWY 09/27.
- Four taxiways:
 - A main taxiway (provides access from RWY 09/27 to main apron).
 - A stub taxiway (provides access from main apron to a glider apron or stub apron to the northeast).
 - A hangar taxiway / taxilane (generally aligned parallel to the runway east of the main taxiway).
 - A GA taxiway (provides access from the hangar taxiway to THR 27).
- Three aprons:
 - A sealed main apron (located north of the RWY).
 - A grass GA apron (located to the west of the main apron).
 - A sealed glider / stub apron accessed by the stub taxiway.

7.1 RUNWAY 09/27

Description: RWY 09/27 is the main and only runway at Warwick Aerodrome. The runway has a chip sealed surface on a magnetic bearing of 86 degrees with an 11 degree declination to the east. It is the only runway.

Dimensions: The sealed runway provided is 1640m long by 30m wide.

- Very narrow turning nodes are provided at either end of the runway.

Classification: The runway is classified as a Code 2 Instrument non-precision approach runway.

- The runway is long enough to be classified as a Code 3 but the positioning of the parallel taxiway and OLS restrictions has limited the current classification to that of Code 2.

Surface: When the runway was reconstructed in mid-2004, a pavement depth of 300mm was provided together with a double bitumen seal.

- The runway was re-surfaced with a polymer modified 7mm chip seal in March 2010 and is further discussed in the Surface Failures sub-section below.

Surface Failures: The presence of cracking, rutting, corrugation, depression and shoving of the surface in one or all dimensions show evidence of failure. Any rupture to the seal that exposes the subgrade to variation from optimum moisture content is a surface failure.

- **Cracking:** Minor cracking was observed in the surface. They do not appear to affect the safety of aircraft but do need to be filled to prevent the ingress of water into the pavement below.

AOSPL Recommendation 1: To fill any cracks in the sealed surfaces of the runway, taxiways and aprons.

- **Rutting:** No visual signs of rutting were observed.

Aerodrome Operation Support Pty Ltd

Warwick, April 2014

- **Corrugations:** No visual signs of corrugations were observed.
- **Depressions:** Mild undulations / depressions are evident but none that would affect aircraft safety.
- **Shoving:** No visual signs of shoving were observed.
- **Other: Vegetation outbreaks:** Vegetation growing through the sealed surface was observed, particularly at the thresholds at either end (see photograph below). This situation allows water to penetrate the sealed surface and damage the pavement beneath. Any vegetation growing through the sealed surfaces should be poisoned, removed and any cracks beneath sealed.



AOSPL Recommendation 2: To poison and remove any vegetation that is growing through the sealed surfaces.

Seal Condition: The condition of the pavement was assessed by looking for visual signs of aging. Specifically signs of aging are classified as flushing (bleeding), stripping, ravelling (fretting), polishing and delamination.

- **Flushing / bleeding:** No visual signs of flushing were observed.
- **Stripping:** Minor stripping has occurred over most of the surface. It does not appear to have affected the safety of aircraft.
- **Ravelling:** No visual signs of ravelling were observed.
- **Polishing:** No visual signs of polishing were observed.
- **Delamination:** None observed.

Surface Condition:

- **Cleanliness / FOD:** The surface was littered with loose aggregate as a result of the stripping mentioned earlier. The aggregate is more prevalent toward the runway edges and it should be swept up and removed.

→ **Remedial Action Requirement 1:** To sweep the loose aggregate from the surfaces of the runway, taxiways and aprons.

- **Pavement Texture:** The chip seal surface of the runway appears to provide good frictional characteristics and appeared to meet the texture requirements of MOS 139, Section 6.2.9.1A.
- **Strength / Pavement classification:** The rating of the pavement is published as PCN 10/F/B/580/U which is suitable for aircraft such as the Dash 8-200. This is more than adequate for the aircraft currently operating into the aerodrome.
- **Shoulders:** Shoulders are not provided and nor are they required.
- **Edge drop off:** The drop off from the edge of the seal appeared to be compliant (less than 25mm).

Aerodrome Operation Support Pty Ltd

Warwick, April 2014

- **Rideability:** When tested in a conventional sedan at high speed the rideability was assessed as good. Minor undulations were noted but they did not adversely affect the ride.
- **Drainage:** The runway shape had a good one cross fall, which appears to provide adequate drainage.

Runway Strip:

- **Dimensions:** The runway strip is defined at 1760m long by 90m wide.
- **Surface:** The surface is generally quite smooth over the entire width and has a good grass cover. The grass in some areas was quite long, up to 500mm high and was being mown at the time of this inspection.
- **Slopes / drainage:** All transverse and longitudinal slopes appeared to be compliant with water allowed to readily flow off the surface.
- **Cleanliness / FOD:** The runway strip was clear of any FOD.
- **Holes / cracks / depressions:** The runways strip remains well graded; providing an even surface.

There is evidence that the runway strip is used as a glider runway. This is further reflected by the flush gable markers used adjacent to the parallel taxiway. A glider runway has not been declared in the ERSA and a runway strip is not supposed to be used for aircraft operations, it is rather an emergency area for aircraft in difficulty.

The main area used seems to be adjacent to the parallel taxiway, between the main taxiway and the most eastern taxiway (near THR 27). The slopes off the edge of the eastern taxiway make this area unsuitable for aircraft operations and in the opinion of AOSPL it is not ideal that the gliders potentially land or for that matter take-off toward or over the main taxiway where it is quite feasible that an aircraft may be operating on. If Council is to permit glider operations at the aerodrome then a properly prepared (in an area that does not cross other taxiways / runways) and declared glider runway needs to be provided.

→ Remedial Action Requirement 2: To provide an appropriately situated, properly prepared and correctly defined glider runway if these operations are to continue.

- **Rideability:** When tested in a conventional sedan at high speed the rideability was assessed as adequate.

Clearway: 60m of natural surface clearways are provided at either end as required by MOS 139, Section 7 Table 7.1-1.

Stopways: Not provided nor are they required.

RESA: 60m of natural surface RESA is provided at either end within the marked runway strip.

- RESA is not required for a Code 2 non instrument runway.
- There is sufficient room at either end of the runway to provide the MOS 139 RESA standard if it should become a requirement.

Apart from any "Remedial Action Requirements", the dimensions, surface and associated runway strip of RMY 09/27 were in accordance with the standards required for a Code 2 GPS non instrument runway (MOS 139, Section 6.2).

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Warwick, April 2014

7.2 TAXIWAYS

Main TWY

- **Description:** This is the main taxiway that provides access to the sealed apron.
- **Dimensions:** The taxiway is 15m wide, with no shoulders, and is adequate for the types of aircraft currently servicing the aerodrome.
- **Classification:** The taxiway is suitable for all Code C aircraft with a wheelbase less than 18m.
- **Surface:** The sealed surface of the primary taxiway is in the same condition as RWY 09/27 and was also re-surfaced in March 2010.
- **Surface Failures:** Failures are evidenced by cracking, rutting, corrugation, depression and shoving of the surface in one or all dimensions. Any rupture to the seal which exposes the subgrade to variation from optimum moisture content is a surface failure.
 - **Cracking:** No open cracks were observed.
 - **Rutting:** No visual signs of rutting were observed.
 - **Corrugations:** No corrugations were observed.
 - **Depressions:** Mild undulations are evident but were not considered to be a hazard to aircraft.
 - **Shoving:** No shoving was observed.
 - **Other: Vegetation outbreaks:** No vegetation growing through the seal was observed.
- **Seal Condition:** The condition of the pavement is assessed by looking for visual signs of aging. Specifically signs of aging are classified as; flushing (bleeding), stripping, ravelling (fretting), polishing and delamination.
 - **Flushing / bleeding:** No visual signs of flushing were observed.
 - **Stripping:** Much like the runway, stripping of stones from the surface was observed.
 - **Ravelling:** No visual signs of ravelling were observed.
 - **Polishing:** No visual signs of polishing were observed.
 - **Delamination:** No visual signs of delamination were observed.
- **Surface Condition:**
 - **Cleanliness / FOD:** No FOD was observed on the surface of this taxiway.
 - **Pavement Texture:** The chip seal surface of the taxiway appears to provide good frictional characteristics and appeared to meet the texture requirements of MOS 139, Section 6.2.9.1A.
 - **Strength / Pavement classification:** There was nothing to indicate that the strength of the taxiway was not adequate for the aircraft currently using them.
 - **Shoulders:** No shoulders are provided and nor are they required.
 - **Edge drop off:** The drop off from the edge of the seal appeared to be compliant (less than 25mm).

Aerodrome Operation Support Pty Ltd

Warwick, April 2014

- **Rideability:** When tested in a conventional sedan vehicle, the rideability was assessed as varying from good to adequate.
- **Drainage:** The profile and slopes of the surfaces appear to offer adequate drainage.
- **Taxiway Strip:**
 - **Dimensions:** The taxiway is provided with a 26m graded and 52m ungraded wide taxiway strip that meets the requirements of MOS 139, Section 6.13.12.
 - **Surface:** The taxiway strip has an even grass cover that had been mown short.
 - **Slopes / drainage:** The taxiway strip had a reasonable shape and the drainage appeared to be fair.
 - **Cleanliness / FOD:** No FOD was observed within the taxiway strip.
 - **Holes / cracks / depressions:** The surface of the taxiway strip was smooth and clear of FOD.

Stub TWY

- **Description:** Provides access from main apron to a combined council / private apron to the northeast.
- **Dimensions:** The taxiway is 10.5m wide, with no shoulders, and is adequate for the types of aircraft currently servicing the aerodrome.
- **Classification:** The taxiway classification is limited by its available strip width which limits it to a Code A taxiway.
- **Surface:** This taxiway has a sealed surface of unknown but old age.
- **Surface Failures:** Failures are evidenced by cracking, rutting, corrugation, depression and shoving of the surface in one or all dimensions. Any rupture to the seal which exposes the subgrade to variation from optimum moisture content is a surface failure.
 - **Cracking:** Several small open cracks and small holes were observed (refer AOSPL Recommendation 1).
 - **Rutting:** No visual signs of rutting were observed.
 - **Corrugations:** No corrugations were observed.
 - **Depressions:** Mild undulations are evident but were not considered to be a hazard to aircraft.
 - **Shoving:** No shoving was observed.
 - **Other: Vegetation outbreaks:** Some vegetation was growing through the sealed surface (refer AOSPL Recommendation 2).
- **Seal Condition:** The condition of the pavement is assessed by looking for visual signs of aging. Specifically signs of aging are classified as; flushing (bleeding), stripping, ravelling (fretting), polishing and delamination.
 - **Flushing / bleeding:** No visual signs of flushing were observed.
 - **Stripping:** Stripping of the stones from the bitumen was observed and was evidenced by the loose material lying on the surface of the taxiway (refer

Aerodrome Operation Support Pty Ltd

Warwick, April 2014

Remedial Action Requirement 1). Stripping is expected for a seal of this age and Council may need to consider a reseal.

- Ravelling: No visual signs of ravelling were observed.
- Polishing: No visual signs of polishing were observed.
- Delamination: No visual signs of delamination were observed.

- **Surface Condition:**

- Cleanliness / FOD: The surface was littered with loose aggregate and needs to be swept (refer Remedial Action Requirement 1).
- Pavement Texture: The chip seal surface of the taxiway appears to provide good frictional characteristics and appeared to meet the texture requirements of MOS 139, Section 6.2.9.1A.
- Strength / Pavement classification: There was nothing to indicate that the strength of the taxiway was not adequate for the aircraft currently using them.
- Shoulders: No shoulders are provided and nor are they required.
- Edge drop off: The drop off from the edge of the seal appeared to be compliant (less than 25mm).
- Rideability: When tested in a conventional sedan vehicle, the rideability was assessed as varying from good to adequate, safe for use.
- Drainage: The profile and slopes of the surfaces appear to offer adequate drainage.

- **Taxiway Strip:**

- Dimensions: The taxiway is provided with a 22m wide graded and 32.5m ungraded (Code A width) wide taxiway strip. The graded section is infringed by culvert headwalls which are located approximately 9m either side of the taxiway centreline (MOS 139, Section 6.13.12).
The headwalls should be extended so that they are located outside the graded portion of the taxiway strip.

➔ **Remedial Action Requirement 3: To move the culvert headwall of the stub taxiway so that they are located outside a Code A graded taxiway strip (comprising 11m either side of the taxiway centre line) as per MOS 139, Section 6.3.13.1.**

- Surface: The taxiway strip has an even grass cover that had been mown short.
- Slopes / drainage: The taxiway strips had a reasonable shape and the drainage appeared to be fair.
- Cleanliness / FOD: No FOD was observed within the taxiway strip.
- Holes / cracks / depressions: The surface of the taxiway strip was smooth and clear of FOD.

Hangar TWY

- **Description:** Is a roughly parallel taxiway that provides access to the hangars at the eastern end of the aerodrome.
- **Dimensions:** The eastern GA hangar taxiway is arguably 7.5m wide with the central 6m consisting of sealed surface and the remainder of gravel.

Aerodrome Operation Support Pty Ltd

Warwick, April 2014

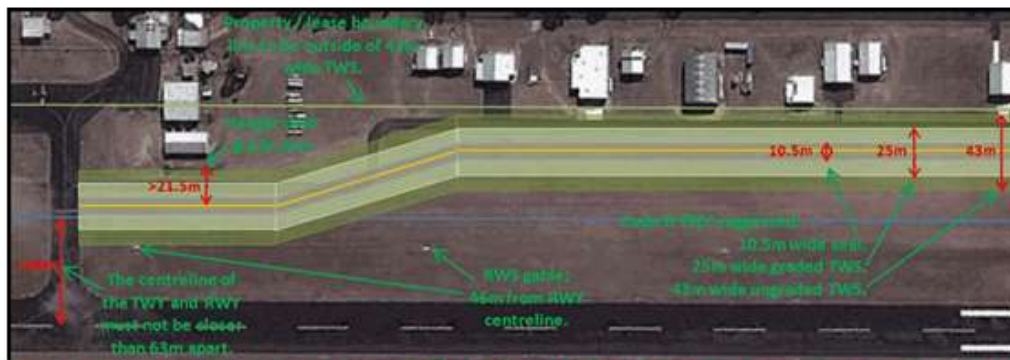
- **Classification:** The minimum width of any MOS 139 compliant taxiway is 7.5m which would make it compliant to carry aircraft up to Code A classification.
 - If ressealed in the future, then a full 7.5m width should be provided as a minimum; preferably 10.5m if catering for future growth.
 - The separation distance between this taxiway's centreline and the runway is MOS 139 compliant for Code 2 non-Instrument approach runway.
- **Surface:** The surface of this taxiway is bitumen chip seal of unknown but very old age.
- **Surface Failures:** Failures are evidenced by cracking, rutting, corrugation, depression and shoving of the surface in one or all dimensions. Any rupture to the seal which exposes the subgrade to variation from optimum moisture content is a surface failure.
 - **Cracking:** Several open cracks, particularly toward the edges were observed (refer AOSPL Recommendation 1).
 - **Rutting:** No visual signs of rutting were observed.
 - **Corrugations:** No corrugations were observed.
 - **Depressions:** Mild undulations are evident but were not considered to be a hazard to aircraft.
 - **Shoving:** No shoving was observed.
 - **Other: Vegetation outbreaks:** Some vegetation was observed to be growing through the edges of the runway seal.
- **Seal Condition:** The condition of the pavement is assessed by looking for visual signs of aging. Specifically signs of aging are classified as; flushing (bleeding), stripping, ravelling (fretting), polishing and delamination.
 - **Flushing / bleeding:** No visual signs of flushing were observed.
 - **Stripping:** The surface is heavily stripped as the binder has lost its elasticity through age. Council should program for the resealed of this surface.
 - **Ravelling:** No visual signs of ravelling were observed.
 - **Polishing:** No visual signs of polishing were observed.
 - **Delamination:** No visual signs of delamination were observed.
- **Surface Condition:**
 - **Cleanliness / FOD:** The surface was littered with loose aggregate which needed to be swept up and removed (refer Remedial Action Requirement 1).
 - **Pavement Texture:** The chip seal surface of the taxiway appears to provide good frictional characteristics and appeared to meet the texture requirements of MOS 139, Section 6.2.9.1A.
 - **Strength / Pavement classification:** There was nothing to indicate that the strength of the taxiway was not adequate for the aircraft currently using them.
 - **Shoulders:** No shoulders are provided and nor are they required.
 - **Edge drop off:** The drop off from the edge of the seal appeared to be compliant (less than 25mm).

Aerodrome Operation Support Pty Ltd

Warwick, April 2014

- **Rideability:** When tested in a conventional sedan vehicle, the rideability was assessed as varying from good to adequate, safe for use.
- **Drainage:** The profile and slopes of the surfaces appear to offer adequate drainage.
- **Taxiway Strip:**
 - **Dimensions:** Being a Code A taxiway, the taxiway strip must be graded 11m either side of the its centreline, and maintained obstacle free up to its ungraded strip width of 16.25m either side of the centre line. These dimensions were infringed by several obstacles; for example.
 1. The hangar door guide posts located just up from the western entrance. These doors are located about 12m from the centreline.
 2. Several lease line / property boundary wooden survey stakes are located within 12m from the centreline and are then considered as infringements.
 3. More worryingly, Council have permitted hangar owners to build up their property / lease boundaries, which can be as close as 12m from the centreline. At least 2 hangars are about 13m from the centreline, and they have parked cars extending further in / closer to the centreline and glider crates located even closer to the centreline. These obstacles technically close the taxiway for aircraft operations.

AOSPL suggested in the 2012 ASI a rather expensive but in reality the only solution. The diagram below is from the 2012 ASI and has been inserted again as it still applies. The solution mentioned involves relocating / re-constructing a new Code B compliant 10.5m wide sealed taxiway with a 43m wide (or 21.5m either side of the centreline) strip. This would also involve the relocation of several hangars.



- ➔ **Remedial action Requirement 4: To provide the parallel taxiway with a compliant taxiway strip.**
 - **Surface:** The taxiway strip has an even grass cover that had been mown short.
 - **Slopes / drainage:** GA taxiway: Generally the transverse slopes for this taxiway strip comply with the MOS 139. A drain on the southern side does however make the taxiway too steep in places. The MOS 139 only permits downward slope up to 5% from the horizontal (refer Remedial Action Requirement 4).

Aerodrome Operation Support Pty Ltd

Warwick, April 2014

- **Cleanliness / FOD:** No FOD was observed within the taxiway strip.
- **Holes / cracks / depressions:** The surface of the taxiway strip was smooth and clear of FOD.

GA TWY to THR 27

- **Description:** Provides access from the hangar taxiway to THR 27.
- **Dimensions:** The taxiway is 6m wide, with no shoulders.
- **Classification:** The width does not conform to any current standards.
 - The minimum sealed width of any MOS 139 compliant taxiway is 7.5m.
- **Surface:** The GA taxiway (constructed in 2011/12) has a sealed surface which was in excellent condition.
- **Surface Failures:** Failures are evidenced by cracking, rutting, corrugation, depression and shoving of the surface in one or all dimensions. Any rupture to the seal which exposes the subgrade to variation from optimum moisture content is a surface failure.
 - **Cracking:** Several open cracks, particularly toward the edges were observed (refer AOSPL Recommendation 1).
 - **Rutting:** No visual signs of rutting were observed.
 - **Corrugations:** No corrugations were observed.
 - **Depressions:** Mild undulations are evident but were not considered to be a hazard to aircraft.
 - **Shoving:** No shoving was observed.
 - **Other: Vegetation outbreaks:** No vegetation was observed to be growing through the surface.
- **Seal Condition:** The condition of the pavement is assessed by looking for visual signs of aging. Specifically signs of aging are classified as; flushing (bleeding), stripping, ravelling (fretting), polishing and delamination.
 - **Flushing / bleeding:** No visual signs of flushing were observed.
 - **Stripping:** No visual signs of stripping were observed.
 - **Ravelling:** No visual signs of ravelling were observed.
 - **Polishing:** No visual signs of polishing were observed.
 - **Delamination:** No visual signs of delamination were observed.
- **Surface Condition:**
 - **Cleanliness / FOD:** No FOD was observed on the taxiway surface.
 - **Pavement Texture:** The chip seal surface of the taxiway appears to provide good frictional characteristics and appeared to meet the texture requirements of MOS 139, Section 5.2.9.1A.
 - **Strength / Pavement classification:** There was nothing to indicate that the strength of the taxiway was not adequate for the aircraft currently using them.
 - **Shoulders:** No shoulders are provided and nor are they required.

Aerodrome Operation Support Pty Ltd

Warwick, April 2014

- **Edge drop off:** The drop off from the edge of the seal appeared to be compliant (less than 25mm).
- **Rideability:** When tested in a conventional sedan vehicle, the rideability was assessed as varying from good to adequate, safe for use.
- **Drainage:** The profile and slopes of the surfaces appear to offer adequate drainage.
- **Taxiway Strip:**
 - **Dimensions:** The taxiway is provided with a 32.5m wide taxiway strip that meets the requirements of MOS 139, Section 6.13.12.
 - **Surface:** The taxiway strip has an even grass cover that had been mown short.
 - **Slopes / drainage:** GA taxiway: The shoulders / taxiway strip has transverse slopes up to 20% down immediately off the edge of the seal. This is non-compliant as the MOS 139 only permits a downward slope up to 5% from the horizontal.
- ➔ **Remedial Action Requirement 5:** To widen the surface of the GA taxiway leading into THR 27 to 7.5m, and lessen the downward transverse slopes of the taxiway strip / shoulders of both the GA and hangar taxiways to less than 5% from the horizontal.
 - **Cleanliness / FOD:** No FOD was observed within the taxiway strip.
 - **Holes / cracks / depressions:** The surface of the taxiway strip was smooth and clear of FOD.

Apart from any "Remedial Action Requirements", the dimensions and surface of the taxiway and its associated taxiway strip were in accordance with the standards (MOS 139, Section 6.3).

7.3 APRON AREAS

Main Apron

Description: A main apron services the larger aircraft activity at the Aerodrome. This apron could potentially cater for future RPT services but for now, services charter and light aircraft.

Dimensions: The dimensions of the main apron appear to be adequate for the types of aircraft currently servicing the aerodrome.

Classification: There was nothing to suggest that the apron was not suitable to cater for the aircraft currently utilising it.

Surface: The surface was sealed at the same time and to a similar standard as the runway.

Surface Failures:

- **Cracking:** no visual signs of cracking were observed.
- **Rutting:** No visual signs of rutting were observed.
- **Corrugations:** No visual signs of corrugations were observed.

Aerodrome Operation Support Pty Ltd

Warwick, April 2014

- **Depressions:** Mild undulations are evident but none that would effect aircraft operations.
- **Shoving:** No visual signs of shoving were observed.
- **Other:** No vegetation was observed to be encroaching onto the apron surface.

Seal Condition: The condition of the pavement is assessed by looking for visual signs of aging. Specifically signs of aging are classified as; flushing (bleeding), stripping, ravelling (fretting), polishing and delamination.

- **Flushing / bleeding:** No visual signs of flushing were observed
- **Stripping:** No visual signs of stripping were observed.
- **Ravelling:** No visual signs of ravelling were observed.
- **Polishing:** No visual signs of polishing were observed.
- **Delamination:** No visual signs of delamination were observed.

Surface Condition:

- **Cleanliness / FOD:** No FOD was observed on the apron surface.
- **Pavement Texture:** The chip seal surface of the runway appears to provide good frictional characteristics and appeared to meet the texture requirements of MOS 139, Section 6.2.9.1A.
- **Strength / Pavement classification:** There was nothing to indicate that the strength of the apron was any less than that of the runway.
- **Shoulders:** No shoulders are provided and nor are they required.
- **Edge drop off:** The drop off from the edge of the seal appeared to be compliant (less than 25mm).
- **Rideability:** When tested in a conventional sedan vehicle, the rideability was assessed as good for all the aprons and safe for use.
- **Drainage:** The general shape of the apron appears to provide adequate drainage.

Tie down cables: No tie down cables provided.

Earthing points: No earthing points are provided.

Stub apron

Description: The stub apron is an extension of the stub taxiway and was in a similar condition. Refer the information regarding the stub taxiway for details on the surface condition.

Grassed GA apron

Description: This apron is to the west of the main apron and consists of a well maintained natural surface.

Dimensions: The dimensions of the main apron appear to be adequate for the types of aircraft currently utilizing it.

Aerodrome Operation Support Pty Ltd

Warwick, April 2014

Classification: There was nothing to suggest that the apron was not suitable to cater for the aircraft currently utilising it.

Surface: The surface was smooth and evenly covered with short grass.

Surface failures:

- **Shoving:** None observed.
- **Depressions / birdbaths:** Minor depressions / birdbaths were observed over the entire surface of the apron; none of which appearing a hazard to aircraft.
- **Corrugations:** None that affect aircraft safety.
- **Rutting:** None that affect aircraft safety.
- **Surface Condition:**
 - **Cracking:** No cracks were observed.
 - **Ravelling:** The surface was tightly bound and no signs of ravelling were observed.
 - **Rideability:** The rideability of the surface was tested using a conventional vehicle and was quite smooth.
 - **Cleanliness:** The apron was clear of any objects that could pose a hazard to aircraft.
 - **Grass length:** The grass covering the apron was short and easily met the MOS 139 standards.
- **Slopes and drainage:**
 - **Surface slopes:** All appear to be less than 2% as required.
 - **Drainage:** The apron shape appeared to provide fair drainage under normal conditions. It is occasionally closed during prolonged wet periods.

Tie down cables: Two sets of tie down cables are provided within the GA apron. Both sets were visually inspected for rust with no signs being observed.

- Each cable appeared to be well tensioned.
 - The tie down cables were installed in 2007.

Earthing points: No earthing points are provided.

8.0 AERODROME LIGHTING

A serviceability inspection of the runway, taxiway, and apron lighting was undertaken by AOSPL to ascertain whether they were operational. The inspection also included an appraisal of any obstacle lighting, portable lighting and the Illuminated Wind Indicator (IWI).

- All runway, taxiway, primary wind indicator and apron lights were activated on the PAL frequency 119.6MHz.

The following observations were made:

Aerodrome Operation Support Pty Ltd

Warwick, April 2014

8.1 RUNWAY LIGHTING

The following observations were made:

- Edge lights are provided with a lateral spacing of 32m and with a longitudinal spacing.
 - An additional light has been installed near the threshold lights at the north western end of the runway. This light is not needed and its location does not comply with the MOS 139 standards. Council could consider having this light removed.
- Non-standard runway end / threshold lights have been provided. They comprise of two outer green lights (one at each end of the row of lights), and seven green / red lights equally spaced in between. The MOS 139 requires 6 red / green lights between the outer omnidirectional green ones.
 - When the lighting is next upgraded the runway end threshold lighting configuration should be changed so that they meet the MOS 139 standards.

AOSPL Recommendation 3: To ensure that the runway end / threshold lights are configured as per the MOS 139 when the lighting system is next upgraded.

8.2 CONDITION OF RUNWAY LIGHTS

Serviceability: One of the runway edge lights was unserviceable at the time of this inspection.

➔ **Remedial Action Requirement 5:** To repair the unserviceable runway edge light.

Brightness: The luminance output and intensity of the edge lights appeared to meet the standards required by MOS 139, Section 9.10.6.2.

Cleanliness: All of the lights appeared to be clean and clear.

Verticality: All of the light units appeared to be vertically aligned as specified by MOS 139, Section 9.20.2.3.

8.3 TAXIWAY LIGHTS

- Blue taxiway edge lighting is provided on the taxiway and correctly positioned.
- Amber / yellow holding point lights are provided further back from the 90m wide runway strip.

8.4 APRON LIGHTS

One apron floodlight is provided and it is also connected to the PAL system.

- The apron floodlight operated correctly at the time of the inspection.

Aerodrome Operation Support Pty Ltd

Warwick, April 2014

8.5 ILLUMINATED WIND INDICATORS

The primary wind indicator is situated southwest of the main apron.

- The primary wind indicator is lit by 4 pairs of porta-flood lights, which supply approximately 150 watts each (i.e. a total of 1200 watts of luminance).
 - One of the lights was unserviceable at the time of this inspection.

➔ Remedial Action Requirement 7: To replace the unserviceable wind indicator light.

- The IWI lighting commenced the flashing cycle 10 minutes before the conclusion of the 30 minute PAL cycle as required in MOS 139, Section 9.6.1.8.

8.6 ADDITIONAL LIGHTING

The following was observed:

- No obstacle lights area provided on or in the vicinity of the aerodrome.
- A standby generator is not provided.
- Emergency battery and kerosene operated flares are not provided at the aerodrome.

Apart from any "Remedial Action Requirements", the physical characteristics of the runway, taxiway and apron lighting were in accordance with the required standards (MOS 139, Section 9).

9.0 DETAILS RELATING TO PAVEMENT MARKINGS AND MARKERS

An inspection of the markings, markers and signs on the aerodrome was conducted including those on the runways, taxiways and aprons.

The following observations were made:

9.1 RUNWAY 09/27

Runway Strip: The 90m wide graded runway strip was marked with white fibreglass gables at each end and standard white cones on each side.

- They appeared to be well aligned, in good condition and were correctly placed as required by MOS 139, Section 8 Figure 8.2-3.

Runway: The sealed runway markings were correctly located, clear and sharp. They consist of:

- Runway end bars each end.
- 8 piano or threshold bars at each end.
- Appropriate runway direction numbers.
- Runway centre-line 450mm wide.

Aerodrome Operation Support Pty Ltd

Warwick, April 2014

- Yellow nose wheel lead in / out guide lines in continuation of the taxiway centre line.
- Touchdown zone and fixed distance markings.

Apart from any "Remedial Actions Requirements", the markings provided on the RWY 09/27 met the required standards (MOS 139, Section 8.3).

9.2 TAXIWAY MARKINGS

The pavement markings provided were all in good condition. They consist of:

Main taxiway:

- A centreline that
 - Leads to the entrance of the main apron, and
 - Leads in / out lines to both directions on the main runway, and the hangar taxiway.
- The holding point "Pattern A" is correctly marked in line with the amber holding point side lights.

Stub taxiway:

- A centreline.
- Double yellow edge lines.

GA taxiway (access to THR 27):

- A centreline that
 - Leads in / out lines to the main runway, and the hangar taxiway.
- The holding point "Pattern A" is correctly marked in line with the runway strip cone markers.

Hangar taxiway:

- Has a centre line that correctly leads in / out with the primary taxiway centre line.
- A yellow taxiway intersection line across the eastern GA taxiway where it meets the primary taxiway has been provided.

Apart from any "Remedial Actions Requirements", the markings provided on the main taxiway met the required standards (MOS 139, Section 8.4).

9.3 APRON MARKINGS

The main, grass GA and stub/glider aprons contain the following markings:

Main apron:

No line markings are provided and nor are they required.

Aerodrome Operation Support Pty Ltd

Warwick, April 2014

Stub apron:

This apron comprised of two aprons (a private glider apron with a small unusable Council owned apron section) combined to form one apron.

- Private glider apron: No markings are provided to the private glider apron.
- Council apron section: Council have chosen to clearly define their section of the stub apron to keep it clear for their use. The following markings have been applied:
 - Double yellow edge lines, clear and correct.
 - A non-standard intersection / taxiway intermediate holding position line to delineate the boundary between the private glider apron and their section of apron. It is accompanied with 300mm high "COUNCIL APRON" text which is also non-standard. The markings appear to achieve their purpose.
 - A parking clearance line with appropriate text which is not properly located.

Grassed GA apron:

Yellow cone markers correctly define the grassed GA apron.

Apart from any "Remedial Actions Requirements", the markings provided on the main apron met the required standards (MOS 139, Section 8.5).

9.4 PRIMARY WIND INDICATOR AND SIGNAL CIRCLE

Primary wind indicator: The primary wind indicator (illuminated) is situated southwest of the main apron. The white windsock was in good condition and swinging freely.

- The primary wind indicator was replaced with a new unit in 2010.

Secondary Wind Indicators: Secondary wind indicators are provided at either end of the runway as per the MOS 139 Section 8.7.1.2. Each was provided with a yellow windsock that was in good condition and swinging freely.

Wind indicator circle:

- The constructed concrete surrounding circle was darkened and surrounded by a 1.2m wide white painted edge circle.

Signal circle: The constructed concrete signal circle was darkened and surrounded by a 1m wide white painted edge circle.

9.5 AERODROME FREQUENCY RESPONSE UNIT

Currently an AFRU is not provided and nor is one required.

- Such a unit is only mandatory when the aerodrome is serviced by RPT operations.

Apart from any "Remedial Action Requirements", the markings provided on the IWM and signal circle meet the required standards (MOS 139, Sections 8.7 and 8.8).

Aerodrome Operation Support Pty Ltd

Warwick, April 2014

10.0 OBSTACLE LIMITATION SURFACES

10.1 SURVEY SCOPE

The main RWY 08/27 was surveyed to meet the requirements of a Code 2 Instrument non-precision approach runway.

The conducted survey is limited to satisfying the requirements of the MOS 139 and CASR 139 as prescribed for Aerodrome Safety and / or Technical Inspections.

- In particular, Section 139.230 (2) (a) of the CASR 139, states that only an instrument survey of the approach, take-off and transitional OLS need be conducted.
- Obstructions that may infringe the other surfaces that comprise the OLS are checked if considered new and / or brought to the attention of AOSPLPL by Aerodrome Management.

The survey data pertaining to the RWY take-off direction is provided in Appendix A. This information is provided in the format preferred by aircraft operators. The data contains the exact location of all obstructions surveyed. The data is in a format that can readily be analysed for further assessment.

Photos for each TKOF end are supplied in Appendix C. Obstructions within the TKOF and / or APCH OLS are only approximately located where possible.

The surveyed data is initially assessed for infringements to the ideal design OLS limits stated in the MOS 139, and if unable to provide this, then to other MOS 139 tolerated limits. The surveyed data is also checked for inconsistencies with that information published in certain AIP where applicable.

10.2 RESULTS

The survey results in the tables below are provided as a management tool to aid in the monitoring of obstacle heights and the scheduling of tree lopping / removal within the approach splay and other surfaces. Full survey details of each obstruction can be found in the Take-off data in Appendix A.

The tables below show the current approach and take-off gradients, the calculated obstacle height and the maximum permitted height with regard to the approach surface. The last columns refer to the other OLS surfaces i.e. transitional, inner horizontal (IHS), obstacle assessment surfaces (OAS) and visual slope segment (VSS).

- The data within these tables is compared with the desired gradient promulgated within the MOS 139 and ignore the critical take-off gradients as published in the RDS.

Aerodrome Operations Support File List

Warwick, April 2014

RWY09 Take-off data eastern end (based on 90m Take-off inner edge and 90m Approach inner edge)																
Data from the TKOF 09 survey tables in Appendix A																
Obst. No.	Description	Ext. C/L Dist. (m)	Mean Height (m)	Perpendicular distance (m) left (-) or Right (+) of extended C/L	Take-off		Approach			Other OLS Surfaces						
					In / Out	Gradient %	In / Out	Gradient %	Survey height (m)	Allowable height (m)	Trans	IHS	Conical	VSS	OAS	
1	Runway edge	0.00	1.14	-153.40	Out by 87.5	12.87	Out by 87.1	12.87	1.14	0.30	Under 18.87m	-	-	-	N/A	
2	Tree	64.80	8.42	-117.40	Out by 88	14.72	Out by 82.9	14.72	8.42	2.15	Under 4.32m	-	-	-	N/A	
3	Tree	82.80	10.30	-88.80	Out by 35.8	12.38	Out by 81.4	12.38	10.30	2.76	Infringes 1.17m	-	-	-	N/A	
4	Tree	235.80	10.42	-308.80	Out by 40.5	4.88	Out by 26.9	4.88	10.42	7.58	Under 2.84m	-	-	-	N/A	
5	Tree	285.20	8.04	-45.80	Out by 22	3.17	Out by 7.7	3.17	8.04	9.80	Under 2m	-	-	-	N/A	
6	Tree	387.80	6.30	-47.00	In	1.89	In	1.89	6.30	13.28	-	-	-	Under 8.67m	N/A	
7	Tree	588.80	7.72	-28.30	In	1.84	In	1.84	7.72	18.38	-	-	-	Under 7.28m	N/A	
8	Field beyond OLS	2240.80	87.28	-57.00	In	3.18	In	3.18	87.28	Beyond	-	Infringes 42.25	-	-	Under 2.88m	N/A
9	Field	60.18	0.10	-2.20	In	0.18	In	0.18	0.10	2.00	-	-	-	-	Under 14.8m	N/A
10	Field beyond OLS	2285.80	82.08	-54.00	In	2.88	In	2.88	82.08	Beyond	-	Infringes 37	-	-	Under 3.4m	N/A
11	Tree	708.20	11.88	88.80	In	1.70	In	1.70	11.88	25.82	-	-	-	-	Under 11.12m	N/A
12	Tree	188.40	8.88	72.80	Out by 8.8	-4.75	In	-4.75	8.88	8.51	-	-	-	-	Under 8.82m	N/A
13	Tree	121.70	8.48	88.80	Out by 8.7	7.77	Out by 3.8	7.77	8.48	4.08	Infringes 4.68m	-	-	-	-	N/A
14	Field	80.38	-8.14	88.80	Out by 4.8	-0.28	Out by 1.8	-0.28	-8.14	2.01	Under 2.8m	-	-	-	-	N/A
15	Tree	81.10	8.81	78.40	Out by 22.5	10.88	Out by 18.2	10.88	8.81	2.70	Infringes 2.58m	-	-	-	-	N/A
16	Tree	74.80	8.32	87.80	Out by 34.8	12.17	Out by 81.1	12.17	8.32	2.88	Infringes 0.55m	-	-	-	-	N/A
17	Windsock	-45.80	8.89	81.30	Out by 31.5	11.84	Out by 28.2	11.84	8.89	1.84	Under 1.84m	-	-	-	-	N/A
18	White box	-28.80	2.21	88.80	Out by 21.8	8.84	Behind	-	2.21	-	Under 2.09m	-	-	-	-	N/A
19	Tree	98.40	12.87	112.20	Out by 88.3	88.88	Out by 84.3	88.88	12.87	8.88	Under 8.88m	-	-	-	-	N/A

RWY 27 Take-off data western end (based on 90m Take-off inner edge and 90m Approach inner edge)															
Data from the TKOF 27 survey tables in Appendix A															
Obst. No.	Description	Ext. C/L Dist. (m)	Mean Height (m)	Perpendicular distance (m) left (-) or Right (+) of extended C/L	Take-off		Approach		Survey height (m)	Allowable height (m)	Other OLS Surfaces				
					In / Out	Gradient %	In / Out	Gradient %			Trans	IHS	Conical	VSS	OAS
1	Tree	-87.28	21.28	-188.80	Out by 123.3	24.38	Behind	-	21.28	-	Under 3.48m	-	-	-	N/A
2	Tree	78.30	18.78	-148.10	Out by 80.2	23.88	Out by 88.4	23.88	18.78	2.81	Under 1.53m	-	-	-	N/A
3	Tree	106.70	14.13	-83.80	Out by 48.3	18.37	Out by 45	18.37	14.13	3.82	Infringes 2m	-	-	-	N/A
4	Tree	288.40	14.38	-174.10	Out by 41.5	4.88	Out by 28.8	4.88	14.38	8.87	Under 8.88m	-	-	-	N/A
5	Tree	382.70	18.78	-188.80	Out by 28.8	4.78	Out by 2	4.78	18.78	13.08	Infringes 5.28m	-	-	-	N/A
6	Tree	488.18	18.88	-91.80	In	4.28	In	4.28	18.88	18.82	-	-	-	Infringes 4.68m	N/A
7	Tree	688.70	21.18	-88.80	In	3.88	In	3.88	21.18	18.80	-	-	-	Infringes 1.84m	N/A
8	Tree	434.30	13.87	-77.70	In	3.28	In	3.28	13.87	14.13	-	-	-	Under 1.48m	N/A
9	Field	88.80	-9.37	-24.80	In	-0.87	In	-0.87	-9.37	2.48	-	-	-	Under 18.37m	N/A
10	Tree	787.80	22.78	-84.70	In	2.81	In	2.81	22.78	24.22	-	-	-	Under 3.88m	N/A
11	Wind vent	874.80	13.73	-88.80	In	2.38	In	2.38	13.73	18.17	-	-	-	Under 8.11m	N/A
12	Wind vent	888.80	18.21	-88.80	In	2.34	In	2.34	18.21	18.88	-	-	-	Under 6.38m	N/A
13	Tree	871.30	28.22	-88.80	In	2.88	In	2.88	28.22	27.02	-	-	-	Under 3.4m	N/A
14	Tree	848.80	24.88	-22.00	In	2.81	In	2.81	24.88	28.24	-	-	-	Under 3.14m	N/A
15	Wind	488.10	11.21	87.20	In	3.28	In	3.28	11.21	14.82	-	-	-	Under 8.28m	N/A
16	Tree	788.80	20.81	8.10	In	2.71	In	2.71	20.81	28.91	-	-	-	Under 4.38m	N/A
17	Tree	688.40	21.81	88.80	In	3.18	In	3.18	21.81	28.18	-	-	-	Under 0.88m	N/A
18	Tree	870.80	20.88	88.80	In	2.88	In	2.88	20.88	22.31	-	-	-	Under 1.88m	N/A
19	Tree	828.48	28.88	881.30	Out by 88.8	2.88	In	2.88	28.88	27.48	-	-	-	Under 3.18m	N/A
20	Tree	488.80	28.34	821.50	Out by 80.7	8.15	Out by 81	8.15	28.34	18.08	Infringes 6.65m	-	-	-	N/A
21	Tree	487.80	25.22	888.80	Out by 48.1	8.08	Out by 28.2	8.08	25.22	18.28	Infringes 2.85m	-	-	-	N/A
22	Tree	348.20	21.88	888.80	Out by 88.8	8.34	Out by 88.4	8.34	21.88	11.88	Infringes 2.29m	-	-	-	N/A
23	Wind sock	87.38	3.80	88.80	Out by 8.2	8.88	Out by 8.3	8.88	3.88	1.81	Infringes 0.63m	-	-	-	N/A
24	Tree	188.80	18.78	184.80	Out by 88.8	8.78	Out by 88.8	8.78	18.78	8.38	Under 8.71m	-	-	-	N/A
25	Wind Tree	137.30	18.38	888.70	Out by 88.8	24.38	Out by 80	11.08	18.38	4.88	Under 1.3m	-	-	-	N/A

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Warwick, April 2014

10.3 TAKE-OFF OBSTACLE LIMITATION SURFACES

RWY 09 Take-off (eastern end): The highest obstruction (No. 7) was a tree 398m out and 25m left of the extended runway centreline at 1.94%.

- This tree is responsible for all of the calculated STODA.
 - A permanent NOTAM with a take-off gradient of 2.05% and associated STODA has been issued for this direction (refer Section 4.5).
- The ridge surveyed is beyond the approach and take-off climb surface area.

RWY 27 Take-off (western end): The highest obstruction (No. 6) was a tree 466m out and 91m left of the extended runway centreline at a gradient of 4.28%.

- This tree is responsible for all of the calculated STODA.

Another tree (obstruction No. 7) situated 588 out and 95m left of the extended runway centre-line at 3.59%.

➔ **Remedial Action Requirement 8: To remove obstructions No. 6 and No. 7 at the western end of RWY 09/27.**

- A permanent NOTAM with a take-off gradient of 4.20% and associated STODA has been issued for this direction (refer Section 4.5).

10.4 APPROACH OBSTACLE LIMITATION SURFACES

RWY 09 Take-off survey results (RWY 27 approach - eastern end): Obstruction No. 12, a tree 188m out and 72m right of the extended runway centreline infringes the 3.30% approach gradient and should be lopped.

➔ **Remedial Action Requirement 9: To remove obstructions No. 12 at the eastern end of RWY 09/27.**

RWY 27 Take-off survey results (RWY 09 approach - western end): Obstructions No. 6 and No. 7 (both trees) infringe the 3.30% approach gradient and should be lopped.

- Refer Remedial Action Requirement 8 above.

10.5 TRANSITIONAL SURFACES

RWY 09 take-off survey results (eastern end): Obstructions (Nos. 3, 13, 15 and 16) were found to infringe the transitional surfaces by between 0.6m and 4.7m.

- They and any adjacent trees of a similar height should be programmed for lopping or removal.

➔ **Remedial Action Requirement 10: To lop / remove obstructions 3, 13, 15 and 16 and any adjacent trees of a similar height (at the eastern end of the runway) as they infringe the transitional surface.**

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Warwick, April 2014

RWY 27 Take-off survey results (western end): Obstruction numbers 3, 5, 20, 21, 22 and 23 all infringe this surface by between 0.7m and 6.7m. All of these trees and any adjacent trees of a similar height should be lopped as soon as possible.

- **Remedial Action Requirement 11:** To lop / remove obstructions 3, 5, 20, 21, 22 and 23 and any adjacent trees of a similar height (at the western end of the runway) as they infringe the transitional surface.

10.6 OTHER OBSTACLE LIMITATION SURFACES

Inner Horizontal Surface

- **RWY 09 take-off survey results (eastern end):** None of the obstructions surveyed in the RWY 27 Take-off infringed this surface.
- **RWY 27 take-off survey results (western end):** None of the obstructions surveyed in the RWY 27 Take-off infringed this surface.

Conical Surface

- None of the obstructions surveyed infringed this surface.

Visual Segment Surface (VSS)

- **RWY 09 take-off survey results (eastern end):** None of the obstructions surveyed in the RWY 09 Take-off infringed this surface.
- **RWY 27 take-off survey results (western end):** Obstructions 6 and 7 infringe this surface. They have been recommended for removal above (refer Remedial Action Requirement 7).

PAPI Obstacle Assessment Surface (OAS)

- Not applicable as PAPI lighting is not provided.

11.0 RADIOS USED BY THE AERODROME OPERATOR

The radios available for use on the aerodrome are serviceable and adequate for an aerodrome of this complexity.

- An AFRU is not provided and nor is one currently required.

12.0 EQUIPMENT USED FOR DISPERSING BIRDS

No animals or unusual numbers of birds or wildlife were observed during the inspection and it was reported they are rarely seen on the aerodrome.

- The serviceability inspections now record the details of birds and animals scared off in a logbook.

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Warwick, April 2014

13.0 AERODROME FENCING

The new security fence is virtually completed. Only the final fitting of gates need to be completed. The fence provided is 1.80m high.

- On the northern side, the fence has been fitted with two strands of barbed wire which provides a total height of 2.1m.
- The fence is fitted with "crash gates".
- The fence should be adequate to keep stock and kangaroos out.

The entrance to the aerodrome from the main road has a full cattle grid across the new security gate.

- Council intend to have this gate locked and issue keys to approved persons.

All other gates around the perimeter fence are permanently locked.

14.0 NAVIGATIONAL AIDS

No navigational aids are provided at the aerodrome.

15.0 REVIEW OF PREVIOUS SAFETY INSPECTION

Following was the status of the Remedial Action Requirements advised in the last year's ASI:

- Remedial Action Requirement 1: To poison and remove all vegetation outbreaks (especially on the seal edges) and re-seal all exposed seal subgrade (including cracks) to all movement areas including the main runway, taxiway and apron, and stub taxiway and apron.
> ONGOING
- Remedial Action Requirement 2: To widen the GA taxiway leading into THR 27 to 7.5m, and lessen the downward transverse slopes of the taxiway strip / shoulders to less than 5% from the horizontal.
> NOT COMPLETED
- Remedial Action Requirement 3: To move the culvert headwall of the stub taxiway so that they are located outside a Code A graded taxiway strip (comprising 11m either side of the taxiway centre line) as per MOS 139, Section 6.3.13.1.
> NOT COMPLETED
- Remedial Action Requirement 4: To re-align / re-construct the hangar taxiway further south in accordance with the requirements of MOS 139.
> NOT COMPLETED
- Remedial Action Requirement 5: To re-apply a parking clearance line 3m away from any permanent obstacle on the stub / glider apron as shown in the diagram in Section 9.3.

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Warwick, April 2014

- **COMPLETED**
- **Remedial Action Requirement 6: To remove obstructions No. 6, No. 7 and No. 8 at the western end of RWY 09/27.**
- **NOT COMPLETED**
- **Remedial Action Requirement 7: To lop the two trees No. 13 and No. 15 at the eastern end of RWY 09/27 which intrude the transitional surfaces.**
- **NOT COMPLETED.**

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Warwick, April 2014

APPENDIX A: OBSTACLE SURVEYS

Warwick Aerodrome

RWY 09/27

Take-Off inner edge width = 90m
Rate of divergence = 10%
Overall length = 2500m

Approach inner edge width = 90m
Rate of divergence = 10%
Overall length = 2500m

RWY 09 - Runway length: 1540m

TODA = 1700m

TODA and RL: 455.50

No.	Obstruction Description	Extended C/L Distance (m)	Mean Height (m)	Perpendicular distance (m) left (-) or Right (+) of extended C/L	TKOF Gradient (%)	Elevation (mAHD)	SOTC/L Obstruction Distance (m)
1	Hanger apex	9.00	1.14	-143.40	12.67	466.64	1709.00
2	Tree	64.00	9.42	-117.40	14.72	474.92	1764.00
LOP 3	Tree	82.50	10.20	-69.90	12.96	475.70	1782.50
4	Tree	213.00	10.42	-106.80	4.89	475.92	1813.00
5	Tree	295.20	9.04	-95.80	3.17	474.54	1865.20
6	Tree	397.90	8.33	-47.00	1.69	471.83	2097.90
7	Tree	398.00	7.72	-25.20	1.94	473.22	2098.00
8	Ridge beyond OLS	2740.00	87.26	-87.00	3.18	552.75	4440.00
9	Fence	60.10	0.10	-2.20	0.16	465.60	1760.10
10	Ridge beyond OLS	2755.00	82.00	-38.00	2.98	547.50	4455.00
11	Tree	703.20	11.98	68.80	1.70	477.48	2403.20
LOP 12	Tree	189.40	8.95	72.60	4.73	474.45	1869.40
LOP 13	Tree	121.70	9.46	66.90	7.77	474.96	1821.70
14	Fence	90.30	-0.14	55.90	-0.23	465.36	1760.30
15	Tree	91.10	8.81	75.40	10.99	474.41	1781.10
LOP 16	Tree	76.80	9.32	87.60	12.17	474.82	1776.80
LOP 17	Windsock	48.30	5.53	61.10	11.94	471.03	1748.30
18	White box	-25.80	2.21	68.60	8.94	487.71	1674.40
19	Tree	19.40	12.97	112.20	68.66	478.47	1719.40
LOP - Lop, lower or remove these obstructions as they either infringe the OLS, about to infringe the OLS, or are required to be lowered in order to maintain the TKOF TODAs no worse than the previous year.							

RWY 09 - Supplementary Take-Off Distances: 1.60% 1.90% 2.20% 2.50% 3.30% 5.00%
Critical obstacle No. 1587 1684
(7) (7)

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Warwick, April 2014

Warwick Aerodrome

RWY 09/27

Take-Off inner edge width = 90m
Rate of divergence = 10%
Overall length = 2509m

Approach inner edge width = 90m
Rate of divergence = 10%
Overall length = 2600m

RWY 27 - Runway length: 1640m

TODA = 1700m

TODA end RL: 481.28

No.	Obstruction Description	Extended C/L Distance (m)	Mean Height (m)	Perpendicular distance (m) left (-) or Right (+) of extended C/L	TKOF Gradient (%)	Elevation (mAHD)	SOT C/L Obstruction Distance (m)
1	Tree	-87.20	21.23	-168.30	24.35	482.52	1612.80
2	Tree	78.30	18.78	-143.10	23.86	480.05	1778.30
LOP 3	Tree	105.70	14.13	-103.80	13.37	475.42	1805.70
4	Tree	296.40	14.38	-116.10	4.85	475.87	1896.40
LOP 5	Tree	382.70	18.78	-105.90	4.78	480.05	2082.70
LOP 6	Tree	468.10	18.86	-81.80	4.28	481.25	2168.10
LOP 7	Tree	588.70	21.16	-65.90	3.58	482.45	2288.70
8	Tree	424.30	13.57	-77.70	3.20	474.98	2124.30
9	Fence	64.50	-0.37	-24.80	-0.57	480.82	1784.50
10	Tree	787.50	22.16	-84.70	2.81	483.45	2487.50
11	Tank vent	574.00	13.73	-88.80	2.39	475.02	2274.00
12	Tank vent	585.50	13.21	-58.40	2.34	474.59	2285.50
13	Tree	811.30	23.23	-48.00	2.88	484.52	2511.30
14	Tree	848.00	24.88	-22.00	2.81	485.98	2548.00
15	Tank	433.10	11.21	67.00	3.28	472.50	2133.10
16	Tree	780.00	20.81	8.10	2.71	481.80	2480.00
17	Tree	685.40	21.81	19.50	3.15	483.20	2385.40
18	Tree	870.00	20.08	82.80	2.88	481.35	2370.00
19	Tree	825.40	23.86	181.30	2.90	485.25	2625.40
LOP 20	Tree	452.90	23.34	121.00	5.15	484.83	2152.90
LOP 21	Tree	457.50	23.22	138.80	5.08	484.51	2157.50
LOP 22	Tree	348.20	21.88	136.80	6.24	483.09	2048.20
LOP 23	Wind sock	57.30	3.88	68.80	6.83	485.08	1757.30
24	Tree	181.80	15.78	124.80	8.78	477.07	1881.80
25	Dead Tree	137.80	15.30	125.70	11.08	478.68	1837.80
LOP - Lop, lower or remove these obstructions as they either infringe the OLS, about to infringe the OLS, or are required to be lowered in order to maintain the TKOF STODAs no worse than the previous year.							

RWY 27 - Supplementary Take-Off Distances: 1.80% 1.90% 2.20% 2.50% 3.30% 5.00%
Critical obstacle No. 1021 1181 1301 1365 1588 1697

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Warwick, April 2014

APPENDIX B: DEFINITIONS

ABBREVIATION	DEFINITION
AA	Airservices Australia
ABN	Aerodrome Beacon
AC	Advisory Circular
ACN	Aircraft Classification Number
AEC	Aerodrome Emergency Committee
AEP	Aerodrome Emergency Plan
AFRU	Aerodrome Frequency Response Unit
AIP	Aeronautical Information Publications
AIS	Aeronautical Information Service
ALA	Aeroplane Landing Area
AO	Audit Observation
AOSPL	Aerodrome Operation Support Pty Ltd
APARS	Australasian Pacific Aviation Resource Services Pty Ltd
ARFFS	Aerodrome Rescue and Fire Fighting Service
ARO	Aerodrome Airport Safety Officer
ARP	Aerodrome Reference Point
ASDA	Accelerate Stop Distance Available
ASI	Aerodrome Safety Inspection/s
ASIC	Aviation Security Identification Card
ASO	Airport Safety Officer
ATC	Air Traffic Control
ATI	Aerodrome Technical Inspection/s
ATSB	Australian Transport Safety Bureau
AVGAS	Aviation Gasoline
AVTUR	Aviation Turpentine
AWS	Automatic Weather Information Station
BAHMP	Bird and Animal Hazard Management Plan
BTB	Bitumen Treated Base
CAAP	Civil Aviation Advisory Publication
CAO	Civil Aviation Order
CASA	Civil Aviation Safety Authority
CASR 139	Civil Aviation Safety Regulation 1998 Part 139 Aerodromes
CCTV	Closed Circuit Television/s
CHTR	Charter
CTAF	Common Traffic Advisory Frequency
DAMP	Drug and Alcohol Management Plan
DAP	Departure and Approach Procedures (published as Part East or West).
DME	Distance Measuring Equipment
DOIT	Department of Infrastructure and Transport
ERSA	En-Route Supplement Australia
FCS	Frequency Confirmation System
FOD	Foreign Object Debris
FWD	Falling Weight Deflectometer
GA	General Aviation
ICAO	International Civil Aviation Organisation
IMC	Instrument Meteorological Conditions
IMI	Illuminated Wind Indicator
Jet A1	Jet Aviation Turpentine
LED	Light Emitting Diode

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Warwick, April 2014

ABBREVIATION	DEFINITION
LDA	Landing Distance Available
MAGS	Movement Area Guidance Signs
MAUM	Maximum All Up Mass
MIRL	Medium Intensity Runway Lights
MOS 139	Manual Of Standards Part 139 – Aerodromes
MOWP	Method Of Working Plan
MTOW	Maximum Take-off Weight
NCN	Non Compliance Notice
NDB	Non Directional Beacon
NOF	NOTAM Office
NOTAM	Notice To Airmen
NPA	Non-precision approach
OFZ	Obstacle Free Zone within OLS relevant to instrument precision APCH RWY's comprising:
	IAS Inner Approach Surface
	ITS Inner Transitional Surface
	BLS Baulked Landing Surface
OLS	Obstacle Limitation Surfaces comprising:
	OFZ Obstacle Free Zone
	TKOFS Take-off Surface
	APCHS Approach Surface
	TRANS Transitional Surface
	IHS Inner Horizontal Surface
	CS Conical Surface
	OHS Outer Horizontal Surface
OTS	Office of Transport Security
PAL	Pilot Activated Lighting
PANS-OPS	A surface similar to but outside the OLS (refer to PANS-OPS, Doc 8168, Volume 2)
PAPI	Precision Approach Path Indicator
PCN	Pavement Classification Number
PE	Photo Electric
PVC	Polymer of Vinyl Chloride
QAL	Queensland Airports Limited
RCA	Request for Corrective Action
RDS	Runway Distance Supplement
RESA	Runway End Safety Area
RPT	Regular Public Transport
RWS	Runway Strip
RWY	Runway
SAF	Singapore Air Force
SES	State Emergency Services
SMS	Safety Management System
SOT	Start Of TORA
STODA	Supplementary Take-off Distance Available
SWS	Soft Wet Surface
THR	Threshold
TLW	Time Limited Works
TODA	Take-off Distance Available
TORA	Take-off Run Available
TSP	Transport Security Program
T-VASIS	T-Visual Approach Slope Indicator System
TWY	Taxiway

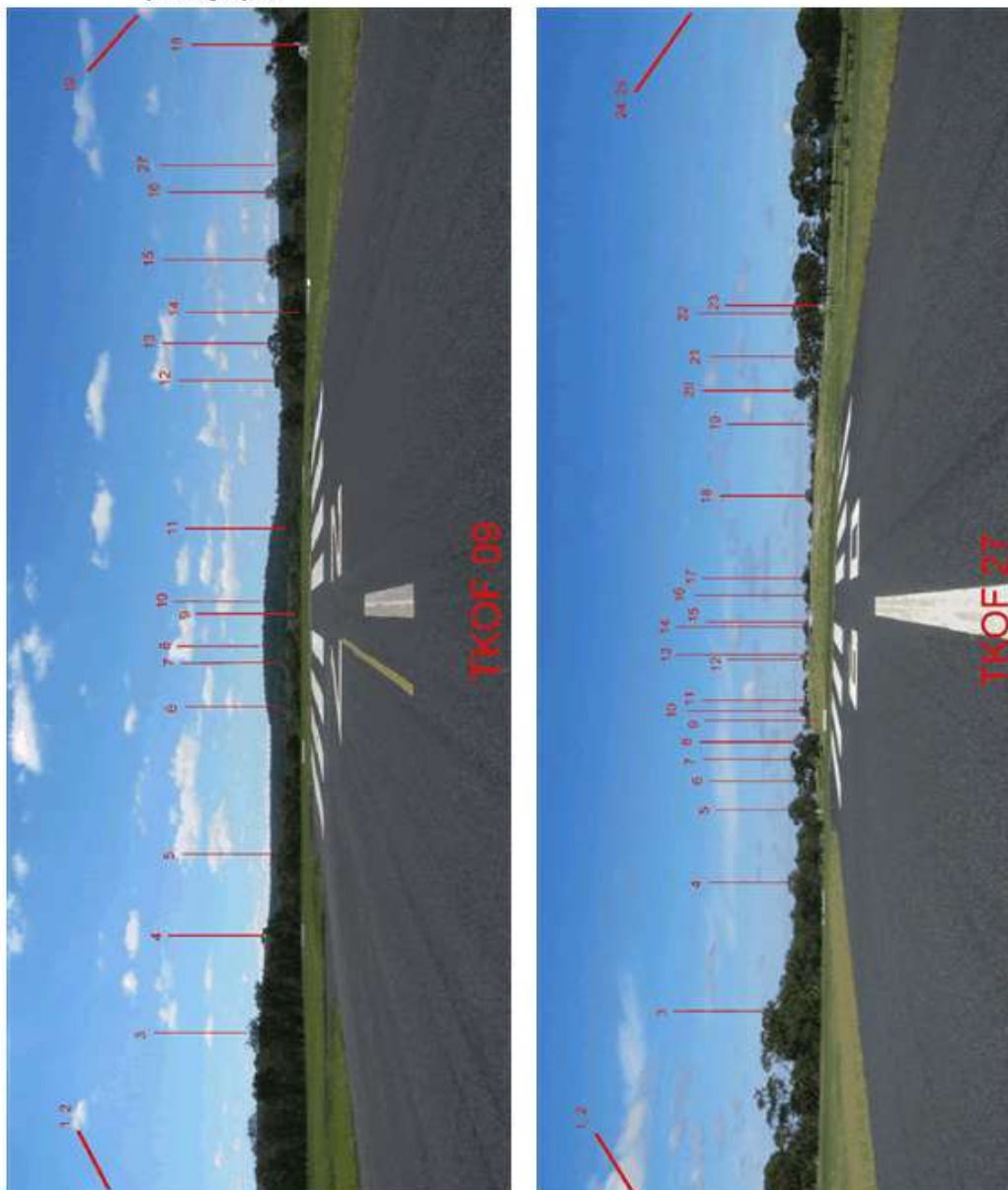
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Warwick, April 2014

APPENDIX C: PHOTOGRAPHS OF THE TAKE-OFF AREAS

Photographs of the take-off climb surface areas are provided at the end of this report.

- To the best of ability, the obstructions surveyed have been identified in the photographs and if critical trees require to be lopped, then they will have been identified as such.
- If any obstacles are not identified, then it is not possible to do so with this photograph.





STANTHORPE AERODROME

Safety Inspection

2014

Prepared for

Southern Downs Regional Council

Prepared by

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Aerodrome Operation Support Pty Ltd

Stanthorpe, March 2014

CERTIFICATION

An annual Aerodrome Safety Inspection of Stanthorpe was conducted on 17th April 2014 by Andrew Stewart and Daniel Holliday.

This Aerodrome Safety Inspection was conducted in accordance with the requirements set by the Civil Aviation Safety Authority in Civil Aviation Safety Regulations 1998 Part 139 Aerodromes, and the Manual of Standards Part 139 – Aerodromes.

This report provides a true picture of the state of the aerodrome with respect to its compliance with applicable standards relating to the published details, operating procedures, competency of duty Reporting Officers and the details related to the movement areas. Corrective action and / or necessary improvements have been identified and summarised as "Remedial Action Requirements" where required, or as a minimum, at least discussed within the report.

The approach and take-off area has been checked (by instrument survey) for tree growth or new obstructions. Any new critical obstacles that affect the published take-off gradients and / or the threshold locations have been identified and their impacts have been advised to the relevant official Aeronautical Information Publications. The published data for the aerodrome is correct or has been corrected as part of this Aerodrome Safety Inspection; prior to the finalisation of this report.

I am a CASA approved Aerodrome Safety Inspector in accordance with Civil Aviation Safety Regulation 1998 Part 139, Section 139.320 (Approval Number A002).

I hereby certify that an annual Aerodrome Safety Inspection has been completed and, to the best of my knowledge and conditional upon rectification of the indicated deficiencies, the aerodrome's facilities, operational staff, equipment and operational protocols are true and meet the applicable standards for a "Registered" aerodrome, and thus should remain on the Civil Aviation Safety Authority Aerodrome Register.



Andrew Stewart

Aerodrome Operation Support Pty Ltd

6th May 2014

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Aerodrome Operation Support Pty Ltd

Stanthorpe, March 2014

SUMMARY AND RECOMMENDATIONS

Southern Downs Regional Council converted the status of Stanthorpe Aerodrome to that of a "Registered" aerodrome (Registration No. R145) on the 8th of April 2009. An operator of a "Registered" aerodrome, as a minimum, must arrange to have the published operational data verified on an annual basis.

The Civil Aviation Safety Authority requires the operator of a "Registered" aerodrome to arrange for an "Aerodrome Safety Inspection" of the aerodrome if it caters for RPT operations with a seating capacity between 10 and 30 passengers.

The purpose of this inspection is to cover the full requirements of an Aerodrome Safety Inspection in accord with the Civil Aviation Safety Regulations 1998 Part 139 Aerodromes (CASR 139) and the Manual of Standards Part 139 – Aerodromes (MOS 139).

Except for the "Remedial Action Requirements" below, the aerodrome meets the requirements for a "Registered" aerodrome as prescribed in CASR 139 and the promulgated MOS 139.

- The aerodrome's physical characteristics, facilities and operating procedures are in compliance with relevant standards or are adequate for aircraft safety.
- Staff are experienced, trained and qualified to conduct the safety related functions of the aerodrome.
- Council is aware of the aerodrome safety functions and can be expected to continue properly operating the aerodrome.

The "Remedial Action Requirements" in this report are matters where the aerodrome does not meet the standards required by the Civil Aviation Safety Authority or where significant aircraft safety issues were found.

The following "Remedial Action Requirement/s" have been extracted from within this report and should be read in combination with the definitions given in Appendix B:

- ➔ **Remedial Action Requirement 1:** To carry out and record regular serviceability inspections at least twice each week as required for registered aerodromes.
- ➔ **Remedial Action Requirement 2:** To repair / grade level the scoured section of the runway strip at the northeastern end.
- ➔ **Remedial Action Requirement 3:** To repair the failure on the hanger taxiway.
- ➔ **Remedial Action Requirement 4:** To top or remove pine tree (obstruction No. 3) and all other adjacent pine trees of a similar height as they infringe or are about to infringe the transitional surface, at the eastern end of RWY 08/26.
- ➔ **Remedial Action Requirement 5:** To seek further instruction from CASA regarding the ridge (obstruction 14), located in the RWY 26 survey data.

Civil Aviation Safety Regulations 1998 Part 139 Aerodromes require that within 30 days of the receipt of this report, the aerodrome operator must provide the Civil Aviation Safety Authority:

- A copy of the Aerodrome Safety Inspection report, and
- A copy of the Council's intended action plan to address the "Remedial Action Requirements" in this report.

Also in the body of this report, Aerodrome Operation Support Pty Ltd may have made some recommendations, none of which are required by legislation but if attended to, will improve the overall standard and enhance the safety of the aerodrome. They include:

AOSPL Recommendation 1: To plan the resurfacing of the main runway 08/26.

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Aerodrome Operation Support Pty Ltd

Stanthorpe, March 2014

AOSPL Recommendation 2: To sweep / remove the loose stones to the sealed movement area surfaces (RWY, TWY, and aprons).

AOSPL Recommendation 3: To backfill areas around the movement areas (RWY, TWY, and aprons), where the edge drop off is close to the 25mm permitted by the MCS 139 and where edge breakage is occurring.

AOSPL Recommendation 4: To periodically check / vertically align the lighting units.

AOSPL Recommendation 5: To repaint the line markings on the main runway 08/26.

AOSPL Recommendation 8: To remove all trees located within the aerodromes fence line.

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CONTENTS

1.0	INTRODUCTION	1
1.1	PURPOSE.....	1
1.2	DEFINITIONS	1
1.3	INSPECTION DATES	1
1.4	SCOPE.....	2
2.0	DOCUMENTS REVIEWED	3
3.0	THE YEAR IN BRIEF.....	3
3.1	DEVELOPMENT WORKS	3
3.2	MAINTENANCE WORKS	3
3.3	AIRCRAFT INCIDENTS.....	3
3.4	AIRCRAFT ACTIVITY.....	4
3.5	SPECIALIST ACTIVITY.....	4
4.0	DETAILS OF THE AERODROME.....	4
4.1	DETAILS OF THE LOCATION OF THE AERODROME	4
4.2	NAME AND ADDRESS OF THE AERODROME OWNER.....	4
4.3	AERODROME DIAGRAM.....	4
4.4	DETAILS OF THE MOVEMENT AREA	4
4.5	DETAILS OF RUNWAY DISTANCES AVAILABLE	4
4.6	DETAILS OF AERODROME LIGHTING	5
4.7	DETAILS OF GROUND SERVICES.....	5
4.8	NOTICE OF SPECIAL CONDITIONS, PROCEDURES.....	5
4.9	CURRENT NOTAM.....	5
4.10	DEPARTURE AND APPROACH PROCEDURES.....	5
5.0	AERODROME OPERATING PROCEDURES	5
5.1	RECORDING OF AERODROME INSPECTIONS.....	5
5.2	RECORDING OF NOTICES GIVEN TO THE NOTAM OFFICE AND AIS OR TO AIR TRANSPORT OPERATORS.....	6
5.3	RECORDING OF AERODROME WORKS.....	6
5.4	DRUG AND ALCOHOL MANAGEMENT PLAN	6
6.0	REPORTING OFFICER.....	6
6.1	HAS THE REPORTING OFFICER RECEIVED FORMAL TRAINING IN THE DUTIES AND TASKS OF THE POSITION.....	6
6.2	IS A RELIEF REPORTING OFFICER PROVIDED.....	6
7.0	DETAILS RELATING TO MOVEMENT AREA	7
7.1	RUNWAY 08/26	7
7.2	TAXWAYS.....	10
7.2.1	MAIN TAXIWAY	10
7.2.2	HANGAR TAXIWAY.....	12
7.2.3	PRIVATE TAXWAYS	14
7.3	APRONS	14
7.3.1	MAIN APRON	14
7.3.2	GRASS APRON.....	15
8.0	AERODROME LIGHTING	16
8.1	RUNWAY LIGHTING	16
8.2	CONDITION OF RUNWAY LIGHTS.....	17
8.3	TAXIWAY LIGHTS	17
8.4	APRON LIGHTS	17
8.5	ILLUMINATED WIND INDICATORS	18
8.6	OBSTACLE AND HAZARD LIGHTS	18
8.7	ADDITIONAL LIGHTING.....	18
9.0	DETAILS RELATING TO PAVEMENT MARKINGS AND MARKERS	18
9.1	RUNWAY 08/26	18
9.2	TAXIWAY MARKINGS	19
9.2.1	MAIN TAXIWAY	19
9.2.2	HANGAR TAXIWAY.....	19
9.2.3	PRIVATE TAXWAYS	19
9.3	APRON MARKINGS	19

Aerodrome Operation Support Pty Ltd	Stanthorpe, March 2014
9.3.1 MAIN APRON	19
9.3.2 GRASS APRON	20
9.4 PRIMARY WIND INDICATOR CIRCLE AND SIGNAL CIRCLE	20
10.0 OBSTACLE LIMITATION SURFACES	21
10.1 SURVEY SCOPE	21
10.2 SURVEY RESULTS	21
10.3 TAKE-OFF OBSTACLE LIMITATION SURFACES	24
10.4 APPROACH OBSTACLE LIMITATION SURFACES	24
10.5 TRANSITION OBSTACLE LIMITATION SURFACES	24
10.6 OTHER OBSTACLE LIMITATION AND PANS-OPS SURFACES	25
11.0 RADIOS USED BY THE AERODROME OPERATOR	25
12.0 EQUIPMENT USED FOR DISPERSING BIRDS	26
13.0 AERODROME FENCING	26
14.0 NAVIGATIONAL AIDS	26
15.0 REVIEW OF PREVIOUS SAFETY INSPECTION	26
APPENDIX A: OBSTACLE SURVEYS	28
APPENDIX B: DEFINITIONS	30
APPENDIX C: PHOTOGRAPHS OF THE TAKE-OFF AREAS	32

1.0 INTRODUCTION

Stanthorpe Aerodrome is "Registered" in accordance with the requirement of Civil Aviation Safety Regulation 1998 Part 139 Aerodromes.

- The Council converted the aerodrome status to that of a (Registration No. R145) on the 8th of April 2009.

Under the Civil Aviation Safety Regulations Part 139 Aerodromes, any Registered or "certain other" (e.g. Aeroplane Landing Area) aerodromes that cater/s for aircraft at least once per week with 10 to 30 passenger seats engaged in regular public transport and/or charter operations must arrange an Aerodrome Safety Inspection.

Stanthorpe Aerodrome does not currently have RPT or charter operations with a seating capacity of more than 9 seats, but due to the proactive management of Council, an Aerodrome Safety Inspection will be conducted on an annual basis.

1.1 PURPOSE

The purpose of this inspection is to cover the requirements of an Aerodrome Safety Inspection.

1.2 DEFINITIONS

Throughout the report, several aviation specific abbreviated terms and / or acronyms have been used. These are defined in Appendix B, and from here-on will be used within the report.

1.3 INSPECTION DATES

The inspection history is as follows:

- August 2003: An Initial Aerodrome Safety Inspection was conducted by Aerodrome Operation Support Pty Ltd (AOSPL) to now superseded standards and regulations.
- January 2009: A pre-registration ASI was conducted by AOSPL in accord with the current CASR 139 and MOS 139 in preparation to "Register" the aerodrome.
- 2010 to 2012: An Initial and subsequent annual ASIs were conducted by AOSPL in accord with the current CASR 139 and MOS 139.
- April 2014: This latest annual ASI was conducted by AOSPL in accord to current standards and regulations.

1.4 SCOPE

This annual ASI has been performed in accordance with CASR 139, Section 139.315 and the MOS 139, Section 12.1.8. The relevant sections of the CASR 139 are detailed in table (Table 1.5 - 1) below.

CASR	Items to be Inspected or Checked	Checked	Remark
<i>Appendix 1 to paragraph 139.315 (4) (a) (1)</i>	<p>Details of the Aerodrome:</p> <p>Check that the following details relating to the aerodrome, published in AIP-ERSA or given to air transport operators, are correct</p> <ul style="list-style-type: none"> - details of the location of the aerodrome; - the name and address of the aerodrome operator; - details of the movement area; - details of runway distances available; - details of the aerodrome lighting; - details of ground services; - notice of special conditions and procedures, if any. 	<p>Y</p> <p>Y</p> <p>Y</p> <p>Y</p> <p>Y</p> <p>Y</p> <p>Y</p>	
<i>Appendix 1 to paragraph 139.315 (4) (a) (2)</i>	<p>Aerodrome operating procedures:</p> <p>Check aerodrome operating procedures to ensure that the following matters are dealt with</p> <ul style="list-style-type: none"> - recording of aerodrome inspections; - recording of notices given to the NOTAM Office and AIS or to air transport operators; - recording of aerodrome works. 	<p>Y</p> <p>Y</p> <p>Y</p>	
<i>Appendix 1 to paragraph 139.315 (4) (a) (3)</i>	<p>Reporting officer:</p> <p>Check that each person appointed as a reporting officer is competent to carry out the reporting officer's functions.</p>	<p>Y</p>	
<i>Appendix 1 to paragraph 139.315 (4) (a) (4)</i>	<p>Details relating to movement area etc</p> <p>Check the following:</p> <ul style="list-style-type: none"> - dimensions and surface conditions of runways, taxiways and aprons; - aerodrome lighting, including back-up lighting and obstacle lighting; - wind direction indicators and their illumination; - aerodrome markings and signs; - obstacle limitation surfaces applicable to the aerodrome; - two-way radios (whether hand-held or installed in vehicles) used by the aerodrome operator on the movement area; - equipment used for dispersing birds; - aerodrome fencing. 	<p>Y</p> <p>Y</p> <p>Y</p> <p>Y</p> <p>Y</p> <p>Y</p> <p>Y</p> <p>Y</p>	

Table 1.5 - 1: ASI Checklist

2.0 DOCUMENTS REVIEWED

The following documents were made available by the Council for review:

- Reporting Officer's serviceability logbook/checklist, diary and/or other maintenance record.
- Accident and Incident reports.
- Bird and animal strike register.
- NOTAM register.

Other documents reviewed by AOSPL Included:

- ERSA.
- RDS.

3.0 THE YEAR IN BRIEF

3.1 DEVELOPMENT WORKS

Past 12 months:

- An underground pipe for a fire hydrant was installed west of the main taxiway to provide emergency services with a more efficient way to reach water.

Next 12 months:

- Council are planning to provide electricity and telephone services to existing hangars.
- More hangars will be built when electricity and telephone services can be provided.

3.2 MAINTENANCE WORKS

Past 12 months:

- Council ressealed the main apron and taxiway.
- Council repainted the main apron and taxiway.

Next 12 months:

- Only routine maintenance is planned.

3.3 AIRCRAFT INCIDENTS

One aircraft accident / incident occurred where an aircraft landed on a closed runway. The runway was closed for sweeping.

- This was reported to CASA and the ATSB.

No bird strikes were reported.

3.4 AIRCRAFT ACTIVITY

The following aircraft activities occur:

- Charter operations including Flying Surgeon and Flying Doctor aircraft.
- Limited number of private operations.
- There are no RPT services.

3.6 SPECIALIST ACTIVITY.

The following specialist activities occurred at Stanthorpe Aerodrome:

- The last annual Aerodrome Safety Inspection was conducted in 2012 by AOSPL, and the resulting report was available for perusal.
- Annual electrical technical inspections are not required for "Registered" aerodromes.
- No emergency exercise was undertaken and nor is it required.
- An annual audit by CASA is not currently a requirement for this aerodrome.

4.0 DETAILS OF THE AERODROME

The details relating to the aerodrome, published in AIP-ERSA, RDS, DAP or given to air transport operators were checked with the following results:

4.1 DETAILS OF THE LOCATION OF THE AERODROME

Correct as shown in ERSA (29th May 2014 edition).

4.2 NAME AND ADDRESS OF THE AERODROME OWNER

Correct as shown in ERSA (29th May 2014 edition).

4.3 AERODROME DIAGRAM

Correct as shown in ERSA (29th May 2014 edition).

4.4 DETAILS OF THE MOVEMENT AREA

Correct as shown in ERSA (29th May 2014 edition).

4.5 DETAILS OF RUNWAY DISTANCES AVAILABLE

Correct as shown in RDS (29th May 2014 edition).

4.6 DETAILS OF AERODROME LIGHTING

Correct as shown in ERSA (29th May 2014 edition).

4.7 DETAILS OF GROUND SERVICES

Details not provided in ERSA (29th May 2014 edition).

4.8 NOTICE OF SPECIAL CONDITIONS, PROCEDURES

There are no special conditions shown in ERSA (29th May 2014 edition).

4.9 CURRENT NOTAM

There were no current NOTAM.

4.10 DEPARTURE AND APPROACH PROCEDURES

Aerodrome Chart (7th March 2013): The current chart was checked and was found to be correct.

5.0 AERODROME OPERATING PROCEDURES

Operating procedures have been prepared for the aerodrome and they are used in the day-to-day running and maintenance of the aerodrome.

- In the latest proposed amendments to the MOS 139, CASA is suggesting that the owner /operator of a 'Registered' aerodrome provide an Aerodrome Manual much like the one required for a 'Certified' aerodrome.

The following procedures were reviewed:

5.1 RECORDING OF AERODROME INSPECTIONS

All serviceability inspections are recorded by the duty Reporting Officer in the aerodrome logbook. The procedures require that as a minimum an aerodrome serviceability inspection must be carried out two times a week and that any defects, unusual occurrences, bird or animal hazards and incidents are recorded therein and passed to the supervisor for appropriate action.

- When reviewed, it was noted that inspections were not regularly carried out.

→ **Remedial Action Requirement 1: To carry out and record regular serviceability inspections at least twice each week as required for registered aerodromes.**

5.2 RECORDING OF NOTICES GIVEN TO THE NOTAM OFFICE AND AIS OR TO AIR TRANSPORT OPERATORS

The duty Reporting Officer contacts the NOTAM Office direct to raise any NOTAM. NOTAM records are kept by the duty ARO.

- Procedures meet requirements.

5.3 RECORDING OF AERODROME WORKS

Council staff liaises with those persons or businesses that have interest in the aerodrome for all major works.

Works conducted under "Time Limited Works" are recorded in the "Aerodrome Logbook". No works requiring a MOVWP or unscheduled works were undertaken during the year.

- Procedures meet requirements.

5.4 DRUG AND ALCOHOL MANAGEMENT PLAN

A compliant aerodrome specific DAMP has been produced in line with CASA requirements. It was implemented in September 2011.

- The DAMP must be reviewed every five (5) years from the date it was original issued or at any other time if directed by CASA.

6.0 REPORTING OFFICER

The duties and responsibilities of the position were discussed with Mr Michael Bell. It was determined that:

6.1 HAS THE REPORTING OFFICER RECEIVED FORMAL TRAINING IN THE DUTIES AND TASKS OF THE POSITION

Mr Heath Tomkins is the appointed Reporting Officer. He has received formal training and is aware of the tasks and responsibilities of the position.

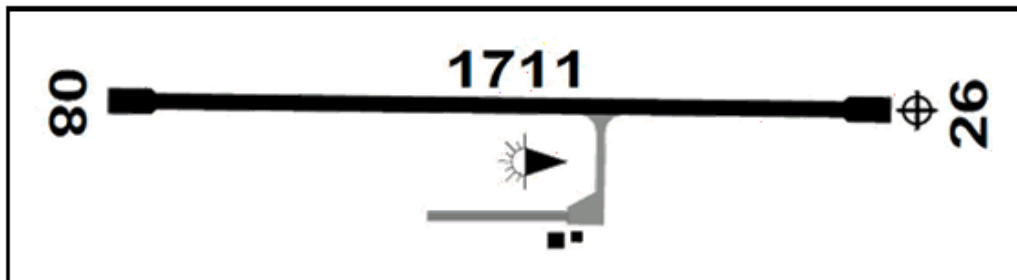
- The Reporting Officer meets the requirements of CASR 139.

6.2 IS A RELIEF REPORTING OFFICER PROVIDED

Mr Michael Bell is the nominated Deputy Reporting Officers. He holds an ARO certificate of attainment issued as a result of training courses conducted by AOSPL.

- He was aware of the tasks and responsibilities of the position.

7.0 DETAILS RELATING TO MOVEMENT AREA



The following aircraft movement areas are provided at Stanthorpe Aerodrome:

- One runway.
 - RWY 08/26 with turning nodes at either runway end.
- Two Council owned taxiways and three private taxiways:
 - A main taxiway.
 - A hanger taxiway.
 - Three private taxiways.
- Two aprons:
 - A main apron.
 - A grass apron.

7.1 RUNWAY 08/26

Description: RWY 08/26 is the only runway at Stanthorpe Aerodrome. It has a chip sealed surface on a magnetic bearing of 80 degrees with an 11 degree declination to the east.

Dimensions: The 1711m long by 30m wide sealed runway is adequate for the aircraft currently utilising the aerodrome.

- Turning nodes to both sides of the runway are provided at each end. They are 90m long and extending 15m each side of the edge of the runway.

Classification: It is rated as a Code 2 instrument non precision approach runway.

- RWY 08 straight-in RNAV-Z (GNSS) procedures.
- RWY 26 circling GPS procedures.

Surface Description: The surface is a nominal 7mm bitumen/chip seal which was re-sealed in early 2002. It is assumed that an original chip seal occurred the same time as the main apron and taxiway in 1997.

- An even cover of aggregate was achieved and the stones were well bonded, the binder remains lively and the surface was assessed as being in good condition.
- Sealed turning node surfaces are identical to the runway.

Surface Failures: Failures are evidenced by cracking, rutting, corrugation, depression and shoving of the surface in one or all dimensions. Any rupture to the seal which exposes the subgrade to variation from optimum moisture content is a surface failure.

- **Cracking:** Crack sealing was apparent on the runway, all cracks observed were sealed.
- **Rutting:** Rutting was observed, but none that would appear to affect ACFT safety.
- **Corrugations:** No visual signs of corrugation were observed.
- **Depressions / birdbaths:** Some minor depressions were observed but they do not appear to be sufficient to affect the safety of aircraft operations.
- **Vegetation:** Minor vegetation was growing to isolated areas through the seal and should be poisoned, removed and resealed.

Seal Condition: The condition of the pavement is assessed by looking for visual signs of aging. Specifically signs of aging are classified as; flushing (bleeding), stripping, ravelling (fretting), polishing and delamination

- **Flushing / bleeding:** Bleeding was observed, but none that would appear to affect ACFT safety.
- **Polishing / rounding:** No visual signs of polishing was observed.
- **Ravelling:** No visual signs of ravelling were observed.
- **Stripping:** Stripping was observed to the surface, but none that would appear to affect ACFT safety.
- **Delamination:** No visual signs of delamination were observed.
- **Other:** Due to the age of the runway surface, the binder, which holds the chip seal together is starting to lose elasticity.

➤ It would be wise for Council to start planning for a reseat.

AOSPL Recommendation 1: To plan the reseat of the main runway 08/26.

Surface Condition:

- **Cleanliness / FOD:** The runway was littered with small loose stone and will require sweeping as soon as practical.

AOSPL Recommendation 2: To sweep / remove the loose stones to the sealed movement area surfaces (RWY, TWY, and aprons).

- **Texture:** The bitumen seal surface of the runway appears to provide good frictional characteristics and appeared to meet the texture requirements of MOS 139, Section 6.2.9.1A.
 - **Texture / chip depth:** Greater than 1mm appears to be uniformly provided.
- **Strength / Pavement Classification:** The rating of the pavement is PCN 8/F/A/580 (84PSI)U which is adequate for the type of aircraft presently serving the aerodrome.
- **Shoulders:** No shoulders are provided and nor are they required.
- **Edge Drop Off:** The drop off from the edge of the seal appeared to be compliant (less than 25mm) but some sections of the runway are starting to reach the maximum drop off permitted.
 - Areas of the runway have started to break away where the edge drop off is close to the maximum 25mm permitted by the MOS 139.

- Council will need to backfill around these areas as soon as practical as this will also help with edge breakage.

AOSPL Recommendation 3: To backfill areas around the movement areas (RWY, TWY, and aprons), where the edge drop off is close to the 25mm permitted by the MOS 139 and where edge breakage is occurring.



- **Rideability:** When traversed at high speed in an inspection vehicle the rideability was assessed as acceptable.
- **Slopes and drainage:** The runway slopes downward from the eastern end at 1.30% for the first 1425m and then at 1.52% for the final 286m. This gives an overall slope of 1.4% down to the west.
In addition, the runway has a one way crossfall from south to north ensures that water is not retained on the runway.
The transition from sealed runway edges to natural grassed surface on the runway strip ensures that water flows freely from the runway.
- **Drainage** was assessed as satisfactory.

Runway Strip:

- **Dimensions:** The overall dimensions are 1831m long by 80m wide (maintained to 90m in width) and these meet the requirements for a Code 2 runway.
- **Surface Description:** The surface is generally quite smooth over the entire width and has a good grass cover.
- At the north east side of the runway strip, scouring was observed and will need to be graded level / backfilled as soon as practical as this is considered a hazard to aircraft safety.



➔ **Remedial Action Requirement 2: To repair / grade level the scoured section of the runway strip at the northeastern end.**

- **Slopes:** All transverse slopes appear to meet the MOS 139 requirements.
- **Drainage:** The runway strip shape appeared to provide adequate drainage with no signs of ponding or soft spots.
 - Grated drains are located at the western end to both sides of the RWY within the RWS, they are clean and clear and have a good transition to the grass surface.
- **Cleanliness / FOD:** Any object such as large tufts of grass, rocks, ant nests and so on greater than 50mm diameter renders that area as unserviceable requiring immediate remediation.
 - **Large loose stones:** No non-compliances observed.

- Ant nests: No non-compliances were observed.
- Rills: No non-compliances observed.
- Tufts of grass: No non-compliant large tufts of grass were observed.
- Holes / Cracks / Depressions: The runway strip remains well graded; providing an even surface.

Stopways: Not provided nor are they required.

Clearways: 60m of natural surface clearway is provided at either end within the marked runway strip. Both were smooth and clear of obstructions.

RESA: 60m of RESA is provided from the end of the runway strip as required.

Apart from any "Remedial Action Requirement/s", the dimensions, surface and associated runway strip of RWY 08/26 were in accordance with the standards required for a Code 2 Instrument non precision runway (MOS 139, Section 6.2).

7.2 TAXIWAYS

7.2.1 MAIN TAXIWAY

Description: The main taxiway connects RWY 08/26 directly to the main apron located on the southern side of the runway.

Dimensions: The main taxiway is 17m wide with no prepared shoulders.

- The width is non-standard but more than adequate to cater for present and future aircraft operations.

Classification: The main taxiway is suitable for all Code C ACFT with a wheel base less than 18m, which covers the Dash 8 series ACFT.

Surface Description: The main taxiway was originally sealed in 1997. It has had a latter rejuvenation re-seal in early 2014 (the same time as the apron), and together was overall in reasonable condition.

Surface Failures: Failures are evidenced by cracking, rutting, corrugation, depression and shoving of the surface in one or all dimensions. Any rupture to the seal which exposes the subgrade to variation from optimum moisture content is a surface failure.

- Cracking: No cracks were observed.
- Rutting: No visual signs of rutting were observed.
- Corrugations: No visual signs of corrugation were observed.
- Depressions / birdbaths: Some minor depressions were observed but they do not appear to be sufficient to affect the safety of aircraft operations.
- Shoving: No visual signs of shoving were observed.
- Vegetation: No vegetation growing through the seal was observed.

Seal Condition: The condition of the pavement is assessed by looking for visual signs of aging. Specifically signs of aging are classified as; flushing (bleeding), stripping, raveling (fretting), polishing and delamination.

- Flushing / bleeding: No visual signs of bleeding were observed.
- Polishing / rounding: No visual signs of polishing / rounding were observed.
- Ravelling: No visual signs of ravelling were observed.
- Stripping: No visual signs of stripping were observed.
- Delamination: No visual signs of delamination were observed.
- Other: None observed.

Surface condition:

- Cleanliness / FOD: No Foreign Object Debris was observed.
- Texture: The surface of the taxiway appears to provide good frictional characteristics.
- Texture / chip depth: Greater than 1mm appears to be uniformly provided.
- Strength / Pavement Classification: Its strength is untested but reported to be equal to the main runway, and there was no evidence to say otherwise.
- Shoulders: No shoulders are provided and nor are they required.
- Edge Drop Off: The drop off from the edge of the seal appeared to be in some areas >25mm and will need to be backfilled as soon as practical (see AOSPL Recommendation 4 above).
- Rideability: When tested in a conventional sedan at taxiing speeds the rideability was assessed as good.
- Slopes and drainage: All longitudinal and transverse slopes appear compliant with the overall shape providing adequate drainage.

Taxiway Strip:

- Dimensions:
 - Graded: The main taxiway is provided with a 25m wide graded TWS.
 - Ungraded: The main taxiway is provided with a 52m wide ungraded TWS.
- Surface Description: The surface consists of well-maintained graded grass.
- Slopes / Drainage: The taxiway strip had a reasonable shape and the drainage appeared to be fair.
- Cleanliness / FOD: The taxiway strip must be maintained clear of any FOD. No objects such as large loose stones / rocks, large tufts of grass and / or protruding ant nest mounds of a size larger / higher than 50mm is permitted.
 - Large loose stones: No non-compliances observed.
 - Ant nests: No non-compliances observed.
 - Rills: No non-compliances observed.
 - Tufts of grass: No non-compliances observed.
 - Other: Culvert headwalls are provided on either side of the main taxiway.
The one on the western side is 27.5m from the taxiway centreline and is outside the taxiway strip.
The other is 24m from the taxiway centreline and is just inside the ungraded portion of the taxiway strip.
They are both outside the graded portion of the taxiway strip.

Council has marked the headwalls with a 300 mm high PVC fence and reflective hazard tape to identify the hazard to maintenance staff.

- **Holes / Cracks / Depressions:** The taxiway strip remains well graded; providing an even surface.
- **Rideability:** When tested in a conventional sedan at taxiing speeds the rideability was assessed as good.

7.2.2 HANGAR TAXIWAY

Description: The hangar taxiway runs west from the main apron, parallel to the runway and services the 2008 developed hangar area.

- Since it is a one way dead end taxiway that can only allow aircraft to come and go from a parked position, the taxiway may be recognised by the MOS 139 as a taxiway where provided associated widths are less stringent. AOSPL have assessed the taxiway against the more stringent requirements of a taxiway.

Dimensions: The taxiway is 15m wide with no prepared shoulders.

Classification: The taxiway is suitable for all Code B ACFT.

Surface Description: The taxiway was constructed in 2008 and has been given a double seal using 7mm to 10mm aggregate. An even cover of aggregate was achieved and adhesion appears to be good.

Surface Failures: Failures are evidenced by cracking, rutting, corrugation, depression and shoving of the surface in one or all dimensions. Any rupture to the seal which exposes the subgrade to variation from optimum moisture content is a surface failure.

- **Cracking:** No visual signs of cracking were observed.
- **Rutting:** No visual signs of rutting were observed.
- **Corrugations:** No visual signs of corrugation were observed.
- **Depressions / birdbaths:** Some minor depressions were observed but they do not appear to be sufficient to affect the safety of aircraft operations.
- **Shoving:** No visual signs of shoving were observed.
- **Vegetation:** No vegetation growing through the seal was observed.
- **Other:** A failure was observed on the hangar taxiway, council are aware of this failure and plan to repair it.



➔ **Remedial Action Requirement 3: To repair the failure on the hangar taxiway.**

Seal Condition: The condition of the pavement is assessed by looking for visual signs of aging. Specifically signs of aging are classified as; flushing (bleeding), stripping, raveling (fretting), polishing and delamination.

- **Flushing / bleeding:** Bleeding was observed within the seal but not that would have an effect on ACFT safety.
- **Polishing / rounding:** No visual signs of polishing / rounding were observed.
- **Ravelling:** No visual signs of raveling were observed.
- **Stripping:** No visual signs of stripping were observed.
- **Delamination:** No visual signs of delamination were observed.
- **Other:** None observed.

Surface condition:

- **Cleanliness / FOD:** The taxiway was littered with loose stones and will require sweeping as soon as practical (see AOSPL Recommendation 3 above).
- **Texture:** The surface of the taxiway appears to provide good frictional characteristics.
- **Texture / chip depth:** Greater than 1mm appears to be uniformly provided.
- **Strength / Pavement Classification:** The taxiway would appear capable of handling all GA aircraft.
 - No weight restriction has been applied to the entry of the taxiway. This may be warranted in the future to protect the taxiway's design strength.
- **Shoulders:** No shoulders are provided and nor are they required.
- **Edge Drop Off:** The drop off from the edge of the seal appeared to be compliant (less than 25mm).
- **Rideability:** Rideability. When tested in a conventional sedan at taxiing speeds the rideability was assessed as good.
- **Slopes and drainage:** All longitudinal and transverse slopes appear compliant with the overall shape providing adequate drainage.

Taxiway Strip:

- **Dimensions:** The hanger taxiway is provided with 43m of clear width between title / lease boundaries. Council must ensure that no ACFT / obstructions remain parked outside their lease boundaries as they will infringe the ungraded width required by the MOS 139 for a Code B taxiway.
 - **Graded:** The taxiway is provided with a 25m wide graded TWIS.
 - **Ungraded:** The taxiway is provided with a 43m wide ungraded TWIS.
- **Surface Description:** The surface consists of well-maintained graded grass.
- **Slopes / Drainage:** The taxiway strip had a reasonable shape and the drainage appeared to be fair.
- **Cleanliness / FOD:** The taxiway strip must be maintained clear of any FOD. No objects such as large loose stones / rocks, large tufts of grass and / or protruding ant nest mounds of a size larger / higher than 50mm is permitted.
 - **Large loose stones:** No non-compliances observed.
 - **Ant nests:** No non-compliances observed.

- Rills: No non-compliances observed.
- Tufts of grass: No non-compliances observed.
- Holes / Cracks / Depressions: The taxiway strip remains well graded; providing an even surface. Rideability: Rideability: When tested in a conventional sedan at taxiing speeds the rideability was assessed as good.

7.2.3 PRIVATE TAXIWAYS

Three private taxiways give direct access to the runway system from private properties bordering the aerodrome. They are of natural surface only and can be expected to be unserviceable in wet weather.

- Large gates to these private properties are locked at all times.

Council should review the agreements under which access was permitted to ensure that the terms of the contracts are clear and unambiguous as to Council's responsibility and liabilities.

- The private users maintain these taxiways.

The three private taxiways are simply graded natural surface strips of no particular width which connect boundary gates to the runway. They are reasonably smooth with a natural grass cover and the responsibility for their maintenance lies with the respective owners.

Apart from any "Remedial Action Requirement/s", the dimensions and surfaces of the taxiways and its associated taxiway strips were in accordance with the standards (MOS 138, Section 6.3).

7.3 APRONS

7.3.1 MAIN APRON

Description: This is a sealed apron adjacent to a terminal building where aircraft can park to load and unload cargo and/or passengers.

Dimensions: The dimensions of the main apron appears to be adequate for the types of aircraft currently servicing the aerodrome.

Surface Description: The main apron was originally sealed in 1997. It has had a latter rejuvenation re-seal early 2014 at the same time as the main taxiway, and together, was overall in reasonable condition.

Classification: The main apron appears suitable Code C ACFT with a wheel base less than 18m, which coincides with the main taxiway.

Surface Failures: Failures are evidenced by cracking, rutting, corrugation, depression and shoving of the surface in one or all dimensions. Any rupture to the seal which exposes the subgrade to variation from optimum moisture content is a surface failure.

- Cracking: No visual signs of cracking were observed.
- Rutting: No visual signs of rutting were observed.
- Corrugations: No visual signs of corrugation were observed.

- **Depressions / birdbaths:** Some minor depressions were observed but they do not appear to be sufficient to affect the safety of aircraft operations.
- **Shoving:** No visual signs of shoving were observed.
- **Vegetation:** No vegetation growing through the seal was observed.

Seal Condition: The condition of the pavement is assessed by looking for visual signs of aging. Specifically signs of aging are classified as; flushing (bleeding), stripping, raveling (fretting), polishing and delamination.

- **Flushing / bleeding:** No visual signs of flushing / bleeding were observed.
- **Polishing / rounding:** No visual signs of polishing / rounding were observed.
- **Ravelling:** No visual signs of raveling were observed.
- **Stripping:** No visual signs of stripping were observed.
- **Delamination:** No visual signs of delamination were observed.

Surface condition:

- **Cleanliness / FOD:** No Foreign Object Debris was observed.
- **Texture:** The surface appears to provide good frictional characteristics.
 - **Texture / chip depth:** Greater than 1mm appears to be uniformly provided.
- **Strength / Pavement Classification:** Its strength is untested but reported to be equal to the main runway, and there was no evidence to say otherwise.
- **Shoulders:** No shoulders are provided and nor are they required.
- **Edge Drop Off:** The drop off from the edge of the seal appeared to be compliant (less than 25mm).
- **Rideability:** The rideability appeared adequate for ACFT at taxiing speeds.
- **Slopes and drainage:** All longitudinal and transverse slopes appear compliant with the overall shape providing adequate drainage.
- **Tie down cables:** Tie-down cables are not provided.
- **Earthing Points:** No earthing points are provided.

7.3.2 GRASS APRON

Description: Literally around the sealed main apron is a prepared and marked grass apron area where light / GA aircraft can park clear of aircraft using the main apron.

Dimensions: The dimensions of the main apron appears to be adequate for the types of aircraft currently servicing the aerodrome.

- If regular charters or RPT frequent the aerodrome, the use of these grassed areas may need to be reviewed with respect to freedom of accessibility / movement, and of course, ensuring the correct wingtip clearances.

Surface Description: The grass GA apron was maintained short, even and in good condition.

Classification: The grass apron appears suitable for current ACFT activity.

Surface Failures: Failures are evidenced by cracking, rutting, corrugation, depression and shoving of the surface in one or all dimensions. Any rupture to the seal which exposes the subgrade to variation from optimum moisture content is a surface failure.

- **Dry cracking:** No visual signs of dry cracking were observed.
- **Rutting:** No visual signs of rutting were observed.
- **Corrugations:** No visual signs of corrugation were observed.
- **Depressions / birdbaths:** Some minor depressions were observed but they do not appear to be sufficient to affect the safety of aircraft operations.
- **Shoving:** No visual signs of shoving were observed.

Surface condition:

- **Cleanliness / FOD:** No Foreign Object Debris was observed.
- **Texture not exist on grass runway:** The surface appears to provide good frictional characteristics under favourable weather conditions.
- **Strength / Pavement Classification:** The grass GA apron areas appears capable of carrying all intended light aircraft subject to operations occurring in favourable weather conditions.
- **Shoulders:** Not applicable to grass surfaces.
- **Edge Drop Off:** Not applicable to grass surfaces.
- **Rideability:** The rideability appeared adequate for ACFT at taxiing speeds.
- **Slopes and drainage:** All longitudinal and transverse slopes appear compliant with the overall shape providing adequate drainage.
- **Tie down cables:** Tie-down cables are not provided.
- **Earthing Points:** No earthing points are provided.

Apart from any "Remedial Action Requirements", the physical characteristics of the aprons were in accordance with the standards (MOS 139, Section 6.5).

9.0 AERODROME LIGHTING

Lighting is provided at Stanthorpe aerodrome.

AOSPL conducted a visual inspection of RWY 08/26, the taxiway and apron lights, Illuminated wind Indicator (IWI) during the course of this inspection and the following observations were made:

9.1 RUNWAY LIGHTING

Runway edge lights: LURL runway edge and threshold lighting is provided. They are spaced 60m longitudinally and 32m laterally. The first lights at each end and side (in the turning nodes) are flush lights.

- The flush lights are spaced 46.5m from the runway end lights and 46.5m from flush lights to the runway edge lights.
 - This spacing is incorrect and if the council decided to upgrade the lights this will need to be addressed with lights spaced 60m longitudinally.

- The lights are suitable for emergency use only, and this is reflected in the ERSA.

Runway end / threshold lights: The runway end/threshold light array was correct having six bi-directional lenses, showing red to a departing aircraft and green for a landing aircraft and two omni-directional green lights. Blue turning node lights are also provided.

Back up lighting: Apart from emergency battery flares, which can be provided by the SES, no back-up lighting system has been provided.

8.2 CONDITION OF RUNWAY LIGHTS

Serviceability: The lights were successfully activated on the Pilot Activated Lighting (PAL) frequency 120.05MHz.

- All the lights were found to be serviceable when activated and checked.

Brightness: The luminance of the runway edge lights appeared to meet the standards required by MOS 139, Section 9.10.6.2.

Cleanliness: Each light appeared to be clean.

- Some lights appeared to be opaque and will need to be replaced soon.

Verticality: All of the light units appeared to be vertically aligned as specified by MOS 139, Section 9.20.2.3.

8.3 TAXIWAY LIGHTS

Blue edge lights are provided on the main taxiway to the RPT apron and they are connected to the PAL system. The lights for the holding point on the main taxiway are correctly fitted with amber lenses.

- They are connected to the PAL system and when activated, all were functioning correctly.

Some of the lights on the hangar taxiway were out of vertical alignment and could be considered unserviceable. Council should vertically align these edge lights as soon as practical.

AOSPL Recommendation 4: To periodically check / vertically align the lighting units.

8.4 APRON LIGHTS

No apron floodlights are provided and as there are no night RPT operations into the aerodrome they are not required. Two fluorescent lights on the terminal are not connected to the PAL system.

- They are manually switched on and were functioning correctly when tested during the inspection.

8.5 ILLUMINATED WIND INDICATORS

The light fittings on the Illuminated wind Indicator consist of 8 (4 pairs) x 120 watt lights and all were operating correctly at the time of the inspection.

- The IM lighting commenced the flashing cycle 10 minutes before the conclusion of the 30 minute PAL cycle as required in MOS 139, Section 9.61.8.

8.6 OBSTACLE AND HAZARD LIGHTS

There are no obstacles or hazard lights within the obstacle limitation surfaces, and none are required unless identified as a hazard.

8.7 ADDITIONAL LIGHTING

The following was observed:

- A standby generator is not provided.
- Emergency battery operated flares can be provided by the SES as and when required.

Apart from any "Remedial Action Requirements", the physical characteristics of the runway, taxiway and apron lighting were in accordance with the required standards (MOS 139, Section 9).

9.0 DETAILS RELATING TO PAVEMENT MARKINGS AND MARKERS

An inspection of the markings, markers and signs on the aerodrome was conducted including those on the runways, taxiways and aprons and the following observations were made:

9.1 RUNWAY 08/26

Runway Strip Markers: The runway markers consist of:

- The runway strip boundary was correctly defined with standard white fibreglass cones.

Runway Markings: The runway markings consist of:

- Eight threshold bars or "piano keys" each THR end.
- End bars to each end.
- RWY Identification / direction numbers at each end.
- A conservatively sized 450mm thick centreline (300mm thickness is the minimum required).
- Touchdown zone and fixed distance markings.
- Nose wheel lead in / lead out guidelines.

The runway markings are fading and will require repainting soon.

AOSPL Recommendation 5: To repaint the line markings on the main runway 08/26.

Apart from any "Remedial Actions Requirements", the markings provided on the main RWY 08/26 met the required standards (MOS 139, Section 8.3).

9.2 TAXIWAY MARKINGS

9.2.1 MAIN TAXIWAY

Taxiway markers: The taxiway markers consist of:

- The taxiway entrance to the runway is marked with five yellow cone markers placed 38m each side on the taxiway centre line.

Taxiway markings: The taxiway markings consist of:

- A "Pattern A" holding point.
- A centre line that ends at the entrance to the apron and continues into the runway as required by the MOS 139.

9.2.2 HANGAR TAXIWAY

Taxiway markers: No markers are provided on the hangar taxiway.

Taxiway markings: The taxiway markings consist of:

- A taxiway centreline.
- Double yellow edge line across the taxiway signifying its end at the western end.
- Double yellow edge line across the front of the car entrance on the southern side.

9.2.3 PRIVATE TAXIWAYS

No taxiway markers or marking have been provided on any of the three private taxiways which are used by private property holders outside the aerodrome boundary fence.

Apart from any "Remedial Actions Requirement/s", the markings provided on the taxiways met the required standards (MOS 139, Section 8.4).

9.3 APRON MARKINGS

9.3.1 MAIN APRON

Apron markers: The apron markers consist of:

- No markers are provided on the main apron.

Apron markings: No apron markings are provided, the apron is defined by its sealed surface contrasts against the surrounding grass surface.

9.3.2 GRASS APRON

Apron markers: The apron markers consist of:

- The grass apron was correctly and clearly defined with standard yellow cone markers.
 - Note that this type of arrangement may mean that the outer seal / edge blue lights may be run over.
 - So far there has been no damage to the blue edge lights

Apron markings: The apron markings consist of:

- No markings are provided on the grass apron.

Apart from any "Remedial Actions Requirements", the markings provided on the main apron met the required standards (MOS 139, Section 8.6).

9.4 PRIMARY WIND INDICATOR CIRCLE AND SIGNAL CIRCLE

Primary wind indicator: There is one wind indicator at the aerodrome. It is illuminated and connected to the PAL system. The windsock was in good condition and swinging freely.

- In 2009/10 a concrete circle was constructed and darkened and surrounded by a 1.2m wide white painted edge circle.
 - All appeared clear, correct and in excellent condition.

Signal circle: In 2009/10 a concrete signal circle was constructed and darkened and surrounded by a 1m wide white painted edge circle.

- A closed cross was located in the signal circle.
- All appeared correct and in excellent condition.

Apart from any "Remedial Action Requirements", the markings provided on the WI and signal circle meet the required standards (MOS 139, Sections 8.7 and 8.8).

10.0 OBSTACLE LIMITATION SURFACES

10.1 SURVEY SCOPE

Consistent with that published in the various AIPs, the main RWY 17/35 was surveyed to meet the full requirements of a Code 2 non-Instrument approach runway.

The conducted survey is limited to satisfying the requirements of the MOS 139 and CASR 139 as prescribed for Aerodrome Safety and / or Technical Inspections.

- In particular, Section 139.230 (2) (a) of the CASR 139, states that only an Instrument survey of the approach, take-off and transitional OLS be conducted.
- Obstructions that may infringe the other surfaces that comprise the OLS are checked if considered new and / or brought to the attention of AOSPL by Aerodrome Management.
 - This includes the PANS-OPS VSS surface if applicable.
 - It also includes the OAS relevant if PAPIs are utilised.

The survey data pertaining to the RWY take-off direction is provided in Appendix A. This information is provided in the format preferred by aircraft operators. The data contains the exact location of all obstructions surveyed. The data is in a format that can readily be analysed for further assessment.

Photos for each TKOF end are supplied in Appendix C. Obstructions within the TKOF and / or APCH OLS photos are only approximately located where possible.

The surveyed data is initially assessed for infringements to the Ideal design OLS limits stated in the MOS 139, and if unable to provide this, then to other MOS 139 tolerated limits. The surveyed data is also checked for inconsistencies with that information published in certain AIP.

10.2 SURVEY RESULTS

The survey results in the tables below are provided as a management tool to aid in the monitoring of obstacle heights and the scheduling of tree lopping / removal within the approach splay and other surfaces. Full survey details of each obstruction can be found in the Take-off data in Appendix A.

The tables below show the current approach and take-off gradients, the calculated obstacle height and the maximum permitted height with regard to the approach surface. The last columns refer to the other OLS surfaces i.e. transitional, inner horizontal (IHS), obstacle assessment surfaces (OAS) and visual slope segment (VSS).

- The data within these tables is compared with the desired gradient promulgated within the MOS 139 and ignore the critical take-off gradients as published in the RDS.

Aerodrome Operation Support Fly List

Stanthorpe, March 2014

RWY08 Take-off data to the eastern end (based on 90m Take-off inner edge and 90m Approach inner edge) Data from the TKOF 08 survey tables in Appendix A															
Obst. No.	Description	Ext. C/L Dist. (m)	Mean Height (m)	Perpendicular distance (m) left (-) or Right (+) of extended C/L	Take-off		Approach				Other OLS Surfaces				
					In / Out	Gradient %	In / Out	Gradient %	Survey height (m)	Allowable height (m)	Trans	IHS	Conical	VSS	OAS
1	Pine Tree	-245.80	8.71	-118.80	Out by 86.5	3.30	Behind CA8	-	8.11	-	Under 1.7m	-	-	-	N/A
2	Pine Tree	-141.80	8.84	-89.80	Out by 65.4	6.34	Behind CA8	-	8.04	-	Under 1.88m	-	-	-	N/A
3	Pine	-44.80	28.82	-172.70	Out by 123.3	40.37	Out by 421	40.37	28.82	1.48	Infringes 1.13m	-	-	-	N/A
4	Cnr fence	-79.20	2.49	-88.50	Out by 88.5	3.85	Out by 84.8	8.65	2.49	2.54	Under 8.8m	-	-	-	N/A
5	Pine	-369.00	26.77	-182.30	Out by 112	7.35	Out by 86.4	7.15	26.17	11.75	Under 8.88m	-	-	-	N/A
6	Power pole	-88.80	7.82	-88.80	Out by 38	8.80	Out by 31.8	8.80	7.82	2.84	Under 1.48m	-	-	-	N/A
7	Pine	-380.20	22.99	-181.00	Out by 108	8.88	Out by 98	8.88	22.18	12.88	Under 8.28m	-	-	-	N/A
8	Tree	-371.70	14.32	-138.80	Out by 34.3	3.80	Out by 25.7	3.80	14.12	12.38	Under 1.41m	-	-	Under 0.88m	N/A
9	Tree	-888.80	18.78	-184.80	Out by 80.8	2.85	Out by 20.7	2.85	18.78	18.85	Under 8.28m	-	-	Under 3.88m	N/A
10	Power pole	-133.30	3.72	-48.80	In	3.02	In	3.02	3.72	4.31	-	-	-	Under 11.28m	N/A
11	Tree	-730.80	18.82	-188.80	Out by 28.4	2.28	In	2.28	18.82	24.94	-	-	-	Under 7.48m	N/A
12	Power Pole	-73.30	1.82	-28.80	In	3.80	In	3.80	1.82	2.33	-	-	-	Under 63.18m	N/A
13	Tree	-888.00	11.38	-48.80	In	1.75	In	1.75	11.38	21.84	-	-	-	Under 10.15m	N/A
14	Tree	-828.00	10.80	-34.80	In	2.08	In	2.08	10.80	17.42	-	-	-	Under 8.62m	N/A
15	Tree	-348.00	4.84	-8.80	In	1.87	In	1.87	6.84	11.46	-	-	-	Under 8.14m	N/A
16	Tree	-287.40	4.87	-18.20	In	1.88	In	1.88	4.87	8.68	-	-	-	Under 13.83m	N/A
17	Dead tree	-338.80	10.38	-81.80	Out by 2.8	3.04	In	3.04	10.33	11.31	-	-	-	Under 4.82m	N/A
18	Pole	-488.80	81.88	-188.80	Out by 878.8	1.82	In	1.12	81.88	Beyond APCH	-	-	-	-	N/A
19	Tree	-228.20	7.74	-103.20	Out by 30.8	2.80	Out by 18.8	2.80	7.74	8.38	Under 4.81m	-	-	Under 7.28m	N/A
20	Pine	-838.80	18.88	-287.00	Out by 128.4	2.81	Out by 88.8	2.81	18.88	21.18	Under 24.81m	-	-	-	N/A
21	Pine	-881.70	18.88	-282.80	Out by 142.8	2.40	Out by 118	2.40	18.88	21.78	Under 28.08m	-	-	-	N/A
22	Tree	-288.20	14.08	-147.80	Out by 74	4.82	Out by 88.7	4.82	14.08	8.88	Under 7.38m	-	-	-	N/A
23	Cnr fence	-88.80	0.85	-108.30	Out by 14.3	1.32	Out by 80.8	1.32	0.85	2.32	Under 11.46m	-	-	-	N/A
24	Tree fence	-48.80	18.21	-148.10	Out by 81	44.88	Out by 88	44.88	18.21	1.85	Under 8.88m	-	-	-	N/A
25	Tree fence	-84.30	17.01	-88.80	Out by 81.1	81.48	Beyond APCH	-	17.01	-	Under 8.88m	-	-	-	N/A

Aerodrome Obstacle Support Fly List

Stanthorpe, March 2014

RWY 26 Take-off data to the western end (based on 90m Take-off inner edge and 90m Approach inner edge)															
Data from the TKOF 26 survey tables in Appendix A															
Obst. No.	Description	Ext. C/L Dist. (m)	Mean Height (m)	Perpendicular distance (m) left (-) or Right (+) of extended C/L	Take-off		Approach		Survey height (m)	Allowable height (m)	Other OLS Surfaces				
					In / Out	Gradient %	In / Out	Gradient %			Trans	IHS	Conical	VSS	OAS
1	Power pole	289.88	11.01	-289.88	Out by 149.94	4.37	Out by 197	4.37	11.01	8.38	Under 24.78m	-	-	-	N/A
2	Tree	171.76	10.08	-171.76	Out by 76.4	8.82	Out by 76.8	8.82	10.08	8.72	Under 8.82m	-	-	-	N/A
3	Tree	-48.70	17.84	-48.70	Out by 198.59	38.02	Behind OAS	-	17.84	-	Under 8.38m	-	-	-	N/A
4	Concrete in Drain	-88.18	2.48	-88.18	Out by 236.6	4.47	Behind OAS	-	2.48	-	Under 2.48m	-	-	-	N/A
5	Tree	84.85	8.88	-84.85	Out by 72.9	20.26	Out by 71.2	20.26	8.88	1.35	Under 8.48m	-	-	-	N/A
6	Tree	275.80	11.88	-171.20	Out by 86.3	4.27	Out by 84.2	4.27	11.88	8.32	Under 14.2m	-	-	-	N/A
7	Shrub located near	85.40	1.01	-75.40	Out by 85.6	1.18	Out by 15.4	1.18	1.01	2.99	Under 4.99m	-	-	Under 13.88m	N/A
8	Tree	105.76	8.44	-71.40	Out by 88.2	8.38	Out by 11.1	8.38	8.44	9.30	Under 0.30m	-	-	Under 8.44m	N/A
9	Tree	388.30	8.88	-188.30	Out by 28.9	2.88	Out by 28.4	2.88	8.88	12.80	Under 8.48m	-	-	Under 8.11m	N/A
10	Tree	359.40	8.82	-138.70	Out by 35.8	2.45	Out by 15.3	2.45	8.82	12.30	Under 8.74m	-	-	Under 8.38m	N/A
11	Tree	381.88	8.88	-74.80	In	2.28	In	2.28	8.88	12.88	-	-	-	Under 8.37m	N/A
12	Tree	380.15	8.88	-88.00	In	2.28	In	2.28	8.88	12.88	-	-	-	Under 8.41m	N/A
13	Tree	528.30	12.88	-91.80	In	2.08	In	2.08	12.88	20.10	-	-	-	Under 7.3m	N/A
14	Ridge	3880.88	84.00	-880.00	In	1.78	In	1.78	84.00	Beyond APCH	-	-	Infringes 12.42	Under 85.18m	N/A
15	Water bank	788.30	17.28	-4.10	In	2.15	In	2.15	17.80	28.28	-	-	-	Under 8.5m	N/A
16	Field behind	270.80	1.88	-4.80	In	0.81	In	0.81	1.88	8.02	-	-	-	Under 18.38m	N/A
17	Power	70.48	8.73	2.50	In	1.08	In	1.08	8.73	2.94	-	-	-	Under 94.27m	N/A
18	Ridge	8400.88	84.00	300.00	Out by 10	1.74	In	1.74	84.80	Beyond APCH	-	-	-	Under 88.28m	N/A
19	Tree	882.80	8.87	42.80	In	1.78	In	1.78	8.87	18.73	-	-	-	Under 8.8m	N/A
20	Tree	888.88	15.80	118.70	Out by 3.3	1.88	In	1.88	15.80	22.77	-	-	-	Under 8.48m	N/A
21	Tree	330.85	14.45	118.30	Out by 88.2	4.37	Out by 21.8	4.37	14.45	11.01	Under 0.8m	-	-	Under 0.87m	N/A
22	Tree	387.80	18.82	118.10	Out by 85.3	8.07	Out by 38	8.07	18.82	18.81	Under 2.08m	-	-	-	N/A
23	Tree	328.88	17.77	143.80	Out by 88.8	8.44	Out by 48.8	8.44	17.77	10.88	Under 3.08m	-	-	-	N/A
24	Tree	27.35	20.81	180.80	Out by 802.8	78.14	Out by 181.8	78.14	20.81	0.81	Under 0.78m	-	-	-	N/A
25	Fire Tower	-488.10	18.82	88.40	Out by 608.4	8.88	Behind APCH	-	18.82	-	Under 8.88m	-	-	-	N/A

10.3 TAKE-OFF OBSTACLE LIMITATION SURFACES

RWY 08 take-off (eastern end): The critical obstruction is a power pole (No. 10) situated 123m from the runway strip end and 48m left of the extended centre-line at 3.02%.

- This power pole is responsible for all the supplementary take-off distances for this direction. It is used as the benchmark by which all other obstruction gradients and associated STODAs must be less.

The next highest obstruction then becomes the fence post (No. 12) situated 70m from the runway strip end and 29m left of the extended centreline at a gradient of 2.60%.

- No action required.

RWY 26 take-off (western end): The critical obstruction is a tree (No. 11) situated 381m from the runway strip end and 74m left of the extended centreline at a gradient of 2.26%.

- A 2.40% gradient has been published for this tree allowing for 52cm of growth over the next twelve months.

The next most critical obstruction is a tree (No. 12) situated 380m from the runway strip end, and 66m left respectively of the extended centreline at a gradient of 2.26%.

- Assuming a rounded up gradient of 2.40% over this tree, which allows for 55cm of growth over the next 12 months, it was responsible for the calculated 2.2% STODA.
 - No action required.

The water tank (obstruction No. 15) situated 789m from the runway strip end and 6m left of the extended centreline at a gradient of 2.15% is responsible for the 1.60% and 1.90% STODAs.

- No action required.

10.4 APPROACH OBSTACLE LIMITATION SURFACES

RWY 08 take-off survey results (RWY 26 approach - eastern end): All surveyed obstructions are below desired design approach gradients.

- No action required.

RWY 26 take-off survey results (RWY 08 approach - western end): All surveyed obstructions are below desired design approach gradients.

- No action required.

10.5 TRANSITION OBSTACLE LIMITATION SURFACES

Several small trees are located on council owned land south of the runway, they do not currently infringe but if allowed to grow these trees will infringe the transitional surface.

- Currently these trees act as a shield for local fauna and that increases a risk to ACFT safety.

Council should strive to remove all the trees located within the boundaries on the aerodrome.

AOSPL Recommendation 8: To remove all trees located within the aerodromes fence line.

RWY 08 take-off survey results (eastern end): Obstruction No. 3 (pine) was found to infringe the transitional surface by 1.13m and should be lopped.

- **Remedial Action Requirement 4: To lop or remove pine tree (obstruction No. 3) and all other adjacent pine trees of a similar height as they infringe or are about to infringe the transitional surface, at the eastern end of RWY 08/26.**

RWY 26 take-off survey results (western end): All surveyed obstructions are below the transitional surfaces.

- No action required.

10.6 OTHER OBSTACLE LIMITATION AND PANS-OPS SURFACES

RWY 08 take-off (eastern end):

- Inner Horizontal OLS: No infringements were surveyed / found.
 - No action is required.
- Conical OLS: No infringements were surveyed / found.
 - No action is required.
- Outer Horizontal OLS: Not applicable.
- Obstacle Assessment Surface (OAS): Not applicable.
- Visual Segment Surface (VSS): No infringements were surveyed / found.
 - No action is required.

RWY 26 take-off (western end):

- Inner Horizontal OLS: No infringements were surveyed / found.
 - No action is required.
 - Conical OLS: A ridge (obstruction 14) was found to infringe the conical surface by 12.4m.
 - Council should seek further instruction from CASA in regards to this obstruction and what further action may be required.
- **Remedial Action Requirement 5: To seek further instruction from CASA regarding the ridge (obstruction 14), located in the RWY 26 survey data.**
- Outer Horizontal OLS: Not applicable.
 - Obstacle Assessment Surface (OAS): Not applicable.
 - Visual Segment Surface (VSS): No infringements were found.
 - No action is required.

11.0 RADIOS USED BY THE AERODROME OPERATOR

Two-way radios on the local Council frequency are installed in the Reporting Officers' vehicles. In addition an aviation band radio transceiver is used to activate and check the PAL system and monitor the CTAF during inspections and in emergency situations.

- An AFRU (Aerodrome Frequency Response Unit) is not provided.

All of the Reporting Officers hold an "Aircraft Radio Operator's Certificate of Proficiency" (AROCOP) Certificate.

- This enable them to "broadcast" on the CTAF when they inspect the aerodrome.

12.0 EQUIPMENT USED FOR DISPERSING BIRDS

Birds and animals are normally harassed away using a vehicle. No other harassment equipment is provided.

Animal control: The new 1.8 metre high chain wire fence that surrounds the aerodrome effectively controls animal access.

The inspection logbook includes the details of any birds and/or animals scared away which includes a respective count.

- No animal strikes were reported during the year.

Bird control: No significant bird activity was noted during the inspection and no bird strikes were recorded during the past year.

Council has adopted the procedure of having the Reporting Officer clear wildlife from the runway before every night movement, provided the pilot has made prior arrangements.

13.0 AERODROME FENCING

The aerodrome boundary is fenced with a 1.8 metre chain wire fence that was erected in 2008. There is a gate adjacent to the terminal which is locked and all other gates around the perimeter are closed to prevent stock and wildlife from straying onto the aerodrome.

"NO TRESPASSING" signs have been attached to the fence at all gates and strategic positions and at regular intervals around the boundary.

14.0 NAVIGATIONAL AIDS

No navigational aids are provided at the aerodrome.

15.0 REVIEW OF PREVIOUS SAFETY INSPECTION

Following was the status of the 5 Remedial Action Requirements advised in the 2012 ASI:

- Remedial Action Requirement 1: To update the ERSA aerodrome diagram to include the hangar area / taxi lane.
 - COMPLETED.

Aerodrome Operation Support Pty Ltd

Stanthorpe, March 2014

-
- Remedial Action Requirement 2: To poison, remove and re-seal all vegetation outbreaks, and re-seal all cracks and other exposed subgrade surfaces such as from stripping to all movement areas.
 - COMPLETED.
 - Remedial Action Requirement 3: To repair / re-seal the isolated exposed subgrade at the western end of the hangar taxiway.
 - COMPLETED.
 - Remedial Action Requirement 4: To lop or remove pine tree (obstruction No. 1) and all other similarly heighted adjacent pine trees as they infringe or are about to infringe the transitional surface, at the eastern end of RWY 08/26.
 - NOT COMPLETED.

Aerodrome Operation Support Pty Ltd

Stanthorpe, March 2014

APPENDIX A: OBSTACLE SURVEYS

Stanthorpe Aerodrome

Take-Off inner edge width = 90m

Rate of clearance = 16%

Overall length = 2800m

RWY 08/26

Approach inner edge width = 90m

Rate of clearance = 16%

Overall length = 2800m

RWY 08: Runway length = 1711m

TODA = 1771m

TODA end RL = 895.42m AHD

No.	Obstruction Description	Extended C/L Distance (m)	Mean Height (m)	Perpendicular distance (m) left (-) or Right (+) of extended C/L	TKOF Gradient (%)	Elevation (m AHD)	SOT C/L Obstruction Distance (m)
1	Pine Trans	-245.50	8.11	-110.50	3.30	903.63	1825.50
2	Pine Trans	-161.90	8.64	-108.50	6.34	904.06	1609.10
LOP 3	Pine	44.50	28.82	-172.70	60.27	922.24	1815.50
4	Cnr fence	70.20	2.48	-80.30	3.56	897.91	1841.20
5	Pine	363.00	25.17	-182.90	7.13	920.69	2124.00
6	Power pole	88.60	7.82	-89.90	8.60	903.04	1858.60
7	Pine	380.30	22.18	-181.00	6.83	917.61	2151.30
8	Tree	371.70	14.12	-118.50	3.80	908.54	2142.70
9	Tree	598.60	15.76	-155.50	2.63	911.18	2399.60
10	Power pole	123.30	3.72	-48.60	3.02	899.14	1894.30
11	Tree	730.60	18.32	-136.50	2.23	911.74	2501.90
12	Fence post	70.10	1.82	-29.60	2.60	897.24	1841.10
13	Tree	856.00	11.38	-68.90	1.73	906.60	2427.00
14	Tree	623.00	10.60	-34.80	2.03	906.02	2294.00
15	Tree	348.60	6.94	-9.90	1.97	902.26	2117.80
16	Tree	287.40	4.87	10.20	1.86	900.39	2038.40
17	Dead tree	336.50	10.33	61.80	3.04	905.75	2110.50
18	Ridge	4800.60	51.85	960.50	1.12	946.97	6371.80
19	Tree	278.20	7.74	103.20	2.80	903.16	2047.20
20	Pine	636.30	15.99	237.00	2.51	911.41	2407.30
21	Pine	651.70	15.63	252.90	2.40	911.05	2422.70
22	Tree	286.20	14.09	147.80	4.92	909.51	2057.20
23	Cnr fence	68.80	0.85	108.30	1.22	899.27	1840.80
24	Tree trans	40.60	19.21	140.10	44.86	913.63	1811.60
25	Tree trans	-54.10	17.01	136.10	31.43	912.43	1716.90

LOP - Lop, lower or remove these obstructions as they either infringe the OLS, about to infringe the OLS, or are required to be lowered in order to maintain the TKOF STODAs no worse than the previous year.

RWY 08 - Supplementary Take-Off Distances: 1.60% 1.80% 2.20% 2.50% 3.30% 6.00%
Critical obstacle No. 943 1502 1647 1714
(10) (10) (10) (10)

Survey by Aerodrome Operation Support Pty Ltd

Aerodrome Operation Support Pty Ltd

Stanthorpe, March 2014

Stanthorpe Aerodrome

Take-Off inner edge width = 90m
Rate of divergence = 16%
Overall length = 2600m

RWY 08/26

Approach inner edge width = 90m
Rate of divergence = 16%
Overall length = 2600m

RWY 26: Runway length = 1711m

TODA = 1771m

TODA end RL = 871.85mAHD

No.	Obstruction Description	Extended C/L Distance (m)	Mean Height (m)	Perpendicular distance (m) left (-) or Right (+) of extended C/L	TKOF Gradient (%)	Elevation (mAHD)	SOT C/L Obstruction Distance (m)
1	Power pole	251.80	11.01	-218.80	4.37	882.88	2022.80
2	Tree	171.70	10.00	-141.80	5.82	881.85	1942.70
3	Tree	-48.70	17.64	-166.80	36.02	889.18	1722.30
4	Casuarina in Drain	-55.10	2.46	-68.60	4.47	874.11	1716.80
5	Tree	34.00	8.98	-121.30	20.24	879.53	1805.00
6	Tree	278.80	11.88	-171.20	4.27	883.81	2050.80
7	Sheep loading ramp	86.40	1.01	-73.40	1.18	872.88	1867.40
8	Tree	101.70	5.44	-71.40	5.35	877.08	1872.70
9	Tree	388.30	8.88	-120.80	2.88	881.54	2140.30
10	Tree	388.40	8.82	-116.70	2.80	881.27	2148.40
11	Tree	381.00	8.83	-74.80	2.28	880.28	2152.00
12	Tree	380.10	8.68	-88.00	2.28	880.24	2151.10
13	Tree	624.30	12.98	-81.30	2.08	884.84	2395.30
14	Ridge	3830.00	84.00	-160.00	1.78	835.85	6401.00
15	Water tank	788.20	17.00	-6.10	2.15	888.85	2580.20
16	Fruit netting	270.80	1.85	-4.80	0.61	873.30	2041.80
17	Fence	70.40	0.73	2.30	1.03	872.38	1841.40
18	Ridge	6400.00	94.00	300.00	1.74	885.85	7171.00
19	Tree	662.80	9.87	42.50	1.75	881.52	2333.80
20	Tree	683.80	13.80	118.70	1.88	885.25	2484.80
21	Tree	330.80	14.43	118.20	4.37	888.08	2101.50
22	Tree	327.80	18.82	133.10	5.07	888.27	2088.60
23	Tree	328.80	17.77	143.80	5.44	889.42	2087.90
24	Tree	27.30	20.81	160.80	75.14	882.18	1798.30
25	Pine Trees	-648.10	18.82	164.40	3.58	881.27	1224.80

LCE - Lop, lower or remove these obstructions as they either infringe the OLS, about to infringe the OLS, or are required to be lowered in order to maintain the TKOF TODAs no worse than the previous year.

RWY 26 - Supplementary Take-Off Distances: 1.80% 1.90% 2.20% 2.50% 3.30% 6.00%
1625 1710 1760
Critical obstacle No. (16) (16) (12)

Survey by *Aerodrome Operation Support Pty Ltd*

APPENDIX B: DEFINITIONS

ABBREVIATION	DEFINITION
AA	Airservices Australia
ABN	Aerodrome Beacon
AC	Advisory Circular
ACI	Aerodrome Compliance Inspection
ACFT	Aircraft
ACN	Aircraft Classification Number
AEC	Aerodrome Emergency Committee
AEP	Aerodrome Emergency Plan
AFRU	Aerodrome Frequency Response Unit
AIP	Aeronautical Information Publications
AIS	Aeronautical Information Services
ALA	Aeroplane Landing Area
AO	Audit Observation
AOSPL	Aerodrome Operation Support Pty Ltd
APARS	Australasian Pacific Aviation Resource Services Pty Ltd
ARFFS	Aerodrome Rescue and Fire Fighting Service
ARO	Aerodrome Airport Safety Officer
AROCPP	Aerodrome Reporting Officer's Certificate of Proficiency
ARP	Aerodrome Reference Point
ASDA	Accelerate Stop Distance Available
ASI	Aerodrome Safety Inspection/s
ASIC	Aviation Security Identification Card
ASO	Airport Safety Officer
ATC	Air Traffic Control
ATI	Aerodrome Technical Inspection/s
ATSB	Australian Transport Safety Bureau
AVGAS	Aviation Gasoline
AVTUR	Aviation Turpentine
AWIS	Automatic Weather Information Station
BAHMP	Bird and Animal Hazard Management Plan
BTB	Bitumen Treated Base
CAAP	Civil Aviation Advisory Publication
CAO	Civil Aviation Order
CASA	Civil Aviation Safety Authority
CASR 139	Civil Aviation Safety Regulation 1988 Part 139 Aerodromes
CCTV	Closed Circuit Television/s
CHTR	Charter
CTAF	Common Traffic Advisory Frequency
DAMP	Drug and Alcohol Management Plan
DAP	Departure and Approach Procedures (published as Part East or West).
DIRD	Departments of Infrastructure and Regional Development
DME	Distance Measuring Equipment
DOIT	Department of Infrastructure and Transport
ERSA	En-Route Supplement Australia
FCS	Frequency Confirmation System
FOD	Foreign Object Debris
FWD	Falling Weight Deflectometer
GA	General Aviation
ICAO	International Civil Aviation Organisation
IMC	Instrument Meteorological Conditions
IMI	Illuminated Wind Indicator
Jet A1	Jet Aviation Turpentine
LED	Light Emitting Diode
LDA	Landing Distance Available
LHS	Left Hand Side
MAGS	Movement Area Guidance Signs

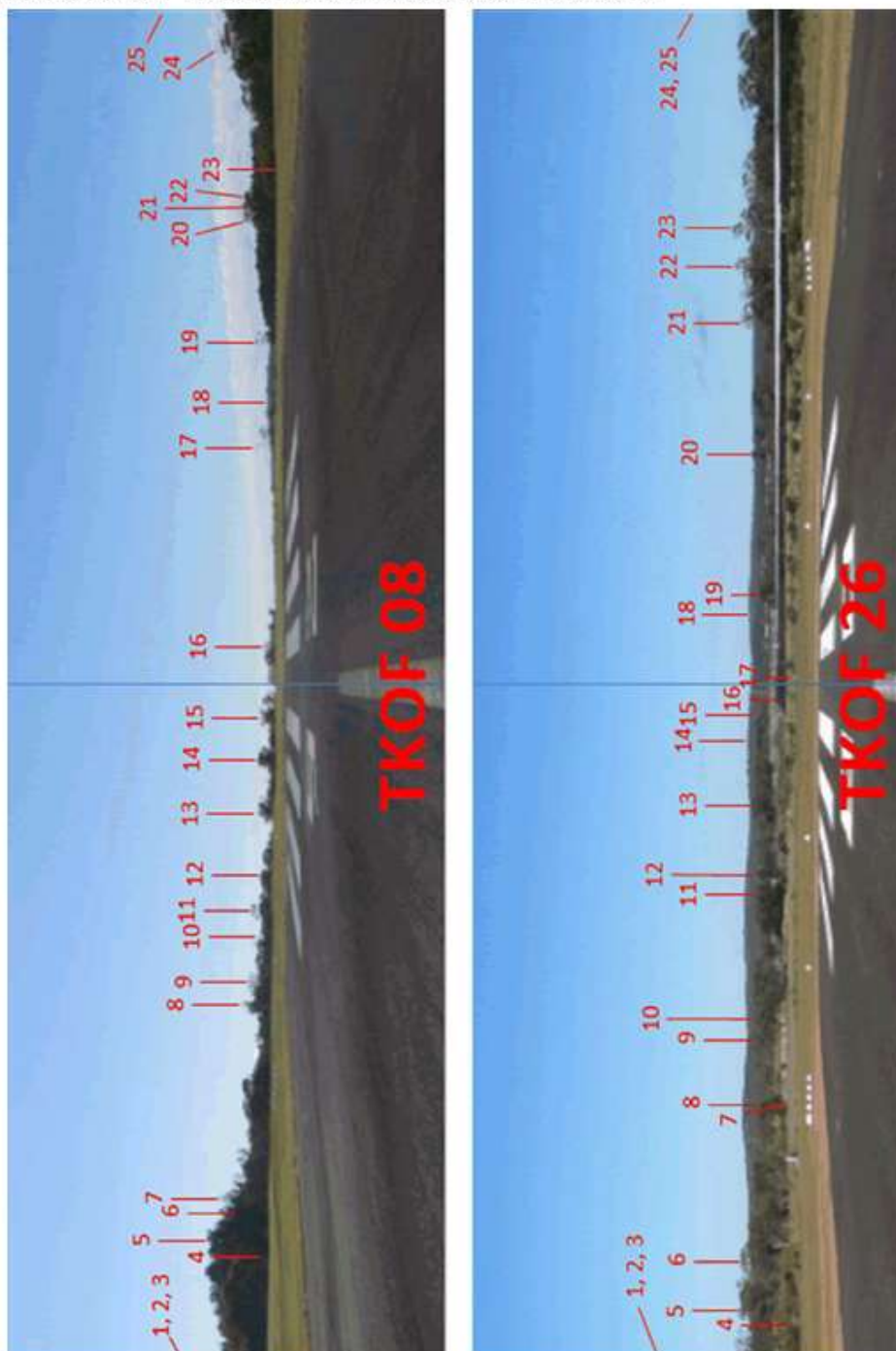
Aerodrome Operation Support Pty Ltd

Stanthorpe, March 2014

ABBREVIATION	DEFINITION
MAUM	Maximum All Up Mass
MIRL	Medium Intensity Runway Lights
MOS 139	Manual Of Standards Part 139 – Aerodromes
MOWP	Method Of Working Plan
MTOW	Maximum Take-off Weight
NCN	Non Compliance Notice
NDB	Non Directional Beacon
NOF	NOTAM Office
NOTAM	Notice To Airmen
NPA	Non-precision approach
OAS	Obstacle Assessment Surface
OFZ	Obstacle Free Zone within OLS relevant to Instrument precision APCH RWYs comprising:
	<div style="display: flex; justify-content: space-between;"> <div> IAS ITS BLS </div> <div> Inner Approach Surface Inner Transitional Surface Baulked Landing Surface </div> </div>
OLS	Obstacle Limitation Surfaces comprising:
	<div style="display: flex; justify-content: space-between;"> <div> OFZ TKOPS APCHS TRANS IHS CS OHS </div> <div> Obstacle Free Zone Take-off Surface Approach Surface Transitional Surface Inner Horizontal Surface Conical Surface Outer Horizontal Surface </div> </div>
OMGWS	Outer Main Gear Wheel Span
OTS	Office of Transport Security
PAL	Pilot Activated Lighting
PANS-OPS	Procedure for Air Navigation Services Operations
PAPI	Precision Approach Path Indicator
PCN	Pavement Classification Number
PE	Photo Electric
PVC	Polymer of Vinyl Chloride
QAL	Queensland Airports Limited
RCA	Request for Corrective Action
RDS	Runway Distance Supplement
RESA	Runway End Safety Area
RPT	Regular Public Transport
RWS	Runway Strip
RWY	Runway
SAF	Singapore Air Force
SES	State Emergency Services
SMS	Safety Management System
SOT	Start Of TORA
STODA	Supplementary Take-off Distance Available
SWS	Soft Wet Surface
THR	Threshold
TLW	Time Limited Works
TODA	Take-off Distance Available
TORA	Take-off Run Available
TSP	Transport Security Program
T-VASIS	T-Visual Approach Slope Indicator System
TWS	Taxiway Strip
TWY	Taxiway
VASIS	Visual Approach Slope Indicator System
VSS	Visual Slope Segment, PANS-OPS

APPENDIX C: PHOTOGRAPHS OF THE TAKE-OFF AREAS

The surveyed obstructions have been approximately identified in the photographs; else they are unable to be shown. The exact locations are located in Appendix A.



Page 7 of 8

Page 7 of 8

Survey Monkey - Closed in September 2012 - Closed in December 2012

[illegible]

Survey Monkey • Opened in September 2012 • Closed in December 2012

[illegible]

Excess Mortality - Closed in September 2022 - Closed in December 2022

[illegible]

Survey Monkey - Opened September 2012 - Closed December 2012


Number	What do you like most about the Warwick Aerodrome? - Open-Ended Response	What do you like least about the Warwick Aerodrome? - Open-Ended Response	What changes would most improve your experience with the Warwick Aerodrome? - Open-Ended Response	What do you like most about the Warwick Aerodrome? - Open-Ended Response	What would make you more likely to use the Warwick Aerodrome? - Open-Ended Response	How important is convenience to public transportation (checking in by train) at Warwick Aerodrome?	How important is fast access to an aerodrome?	What type of fuel should be available at an aerodrome? - Jet Fuel	What type of fuel should be available at an aerodrome? - Jet Fuel	What type of fuel should be available at an aerodrome? - Jet Fuel	Overall, are you satisfied with your experience using the Warwick Aerodrome, either as a pilot or as a passenger?
40	Good 6 million people visit, they don't get the Warwick Aerodrome but over time aviation has been for an increase. The city has a lot of aviation expansion in the future. The Warwick Aerodrome is a big place to go to give the Warwick people a good experience. The big competition is to operate in the area and build their own airport. The Warwick Aerodrome is a big place to go to give the Warwick people a good experience. The big competition is to operate in the area and build their own airport.	40	40	40	40	40	40	40	40	40	40
41	Facilities at Warwick are good and it is a good place to go to give the Warwick people a good experience. The big competition is to operate in the area and build their own airport.	41	41	41	41	41	41	41	41	41	41
42	Facilities at Warwick are good and it is a good place to go to give the Warwick people a good experience. The big competition is to operate in the area and build their own airport.	42	42	42	42	42	42	42	42	42	42
43	Facilities at Warwick are good and it is a good place to go to give the Warwick people a good experience. The big competition is to operate in the area and build their own airport.	43	43	43	43	43	43	43	43	43	43
44	Facilities at Warwick are good and it is a good place to go to give the Warwick people a good experience. The big competition is to operate in the area and build their own airport.	44	44	44	44	44	44	44	44	44	44
45	Facilities at Warwick are good and it is a good place to go to give the Warwick people a good experience. The big competition is to operate in the area and build their own airport.	45	45	45	45	45	45	45	45	45	45
46	Facilities at Warwick are good and it is a good place to go to give the Warwick people a good experience. The big competition is to operate in the area and build their own airport.	46	46	46	46	46	46	46	46	46	46
47	Facilities at Warwick are good and it is a good place to go to give the Warwick people a good experience. The big competition is to operate in the area and build their own airport.	47	47	47	47	47	47	47	47	47	47

Survey Monkey • Opened in September 2022 • Closed in December 2022

[illegible]

8.8 BCS - Executive Performance Report

Document Information

	Report To: General Council Meeting	
	Reporting Officer:	Meeting Date: 26 November 2014
	Manager Corporate Services Senior Community Contact Coordinator	File Ref: 06.01; 06.03.01

Recommendation

THAT Council receive and note the attached Community Contact Centre Monthly Performance Report for October 2014.

Report

Council's senior leadership team has recommended that Council be provided with a monthly and quarterly (when applicable) report in relation to the activity of the Community Contact Centres.

The attached report provides a breakdown of requests per Directorate and additionally details the most prevalent requests received by Council.

The Community Contact Centres endeavour to resolve 3 out of every 4 inquiries and the figures clearly show this is occurring.

Additionally, statistics are now included monthly, noting the responses received by Council for Bang the Table and CCTV requests.

The statistical data for October 2014 is attached.

Budget Implications

Nil.

Policy Consideration

Nil.

Community Engagement

Nil.

Legislation/Local Law

Nil.

Options

Nil.

Attachments

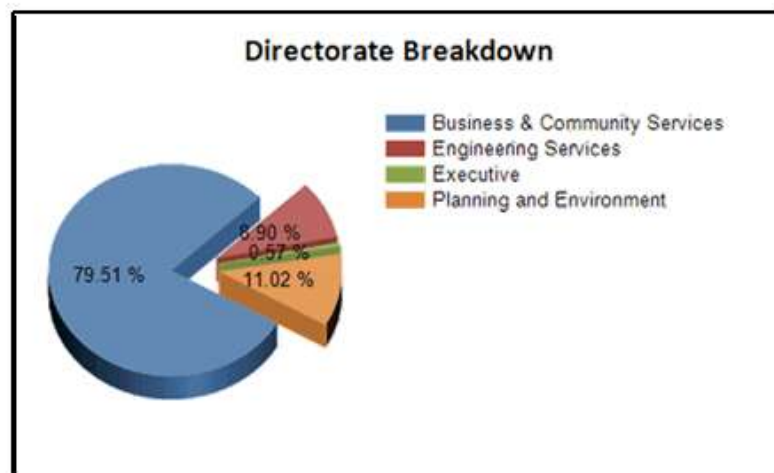
1. Executive Performance Report Statistics [View](#)

Executive Performance Report

October 2014

Merit requests received for the month of October 2014:

How Received	Count
Telephone	3,140
Document Management	538
Walk In	44
Letter	32
Web	22
Councillor	22
E-Mail	21
APP	17
Traveller	17
Internal	3
Total	3,856



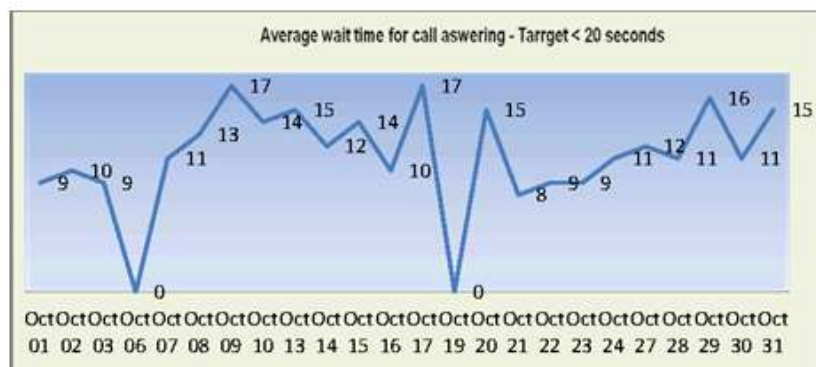
Directorate Breakdown:

Directorate	Total	Open	Closed	Escalated
Business & Community Services				
Community Facility Services	83	8	77	0
Community Services	6	0	6	0
Corporate Services	2384	7	2377	0
Finance	374	2	372	0
Information Services	219	1	218	0
Total	3,066	16	3,050	0
Engineering Services				
Engineering Services	32	14	18	0
Infrastructure Services	124	11	113	2
Water and Waste Water	1	0	1	0
Works	188	23	163	0
Total	343	48	295	2
Executive				
Executive	22	6	16	0
Total	22	6	16	0
Planning and Environment				
Economic Development	1	0	1	0
Environmental Services	97	11	86	0
Local Laws Dept	195	19	176	0
Planning and Development	132	4	128	0
Total	425	34	391	0
SDRC Total	3,856	104	3,752	2

Executive Performance Report

October 2014

No data available for 6 and 19 October 2014

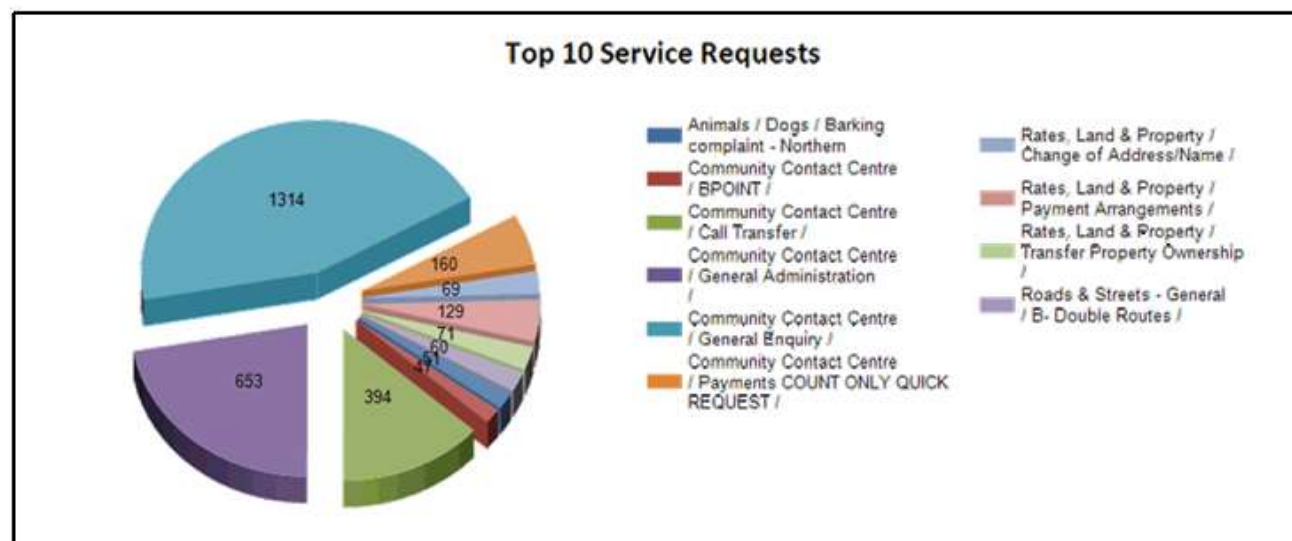


Community Contact Resolution Rate:

Total Customer Contacts	Resolved at Contact	Referred on
5,883	4,595	1,288


Bring the Table: Nil

CCTV Requests: 8 new requests were received and a total of 5 completed.



8.9 BCS - Removal of Dwelling at Corundum Street, Stanthorpe

Document Information

	Report To: General Council Meeting	
	Reporting Officer:	Meeting Date: 26 November 2014
	Manager Corporate Services	File Ref: 05.08

Recommendation

THAT Council allocate sufficient funds in the 2015/16 budget for the completion of the demolition works at 17 Corundum Street, Stanthorpe.

Report

In March 2012, Council purchased land at 17 Corundum Street, Stanthorpe, which includes a residential dwelling. The real property description is Lot 1 on RP88794, with an area of 1067m².

At the Council Meeting held 26 February 2014 the following was resolved:

“Recommendation

THAT Council:

1. *Approve the advertising of tenders for the sale by removal of the residential dwelling located at 17 Corundum Street, Stanthorpe.”*

Subsequently the house was advertised for “Sale by Removal or Demolition of Building” on 24 September 2014, closing 15 October 2014.

Responses

Submissions were received from the following firms:

- Allstruct
- Bastemeyer
- Burke Industries
- Caylamax Demolitions

No responses were received for the purchase of the building, with all responses being for the removal by demolition of the property.

The evaluation was then undertaken to determine the best offer for the demolition of the building. Following evaluation, the total cost of removal by demolition was \$17,270.

Budget Implications

Council’s budget for 2014/15 contained no provision for the demolition of building process.

Policy Consideration

Operational Plan 2014-2015

8.3.1 Develop and implement council land management strategies

- 8.3.1.1 Manage Council's land portfolio to maximise opportunities for development, leasing and sale.

Community Engagement

Nil.

Legislation/Local Law

Local Government Regulation 2012.

Options

1. Council allocate sufficient funds in the 2015/16 budget for the completion of the demolition works at 17 Corundum Street, Stanthorpe.
2. Council approves a budget amendment from previously allocated funds.


Attachments

Nil

9. ENGINEERING SERVICES DEPARTMENT REPORTS

9.1 Engineering Department Monthly Report

Document Information

	Report To: General Council Meeting	
	Reporting Officer:	Meeting Date: 26 November 2014
	Director Engineering Services	File Ref: 04.15..01

Recommendation

THAT Council receive the Engineering Department Monthly Report.

Report

The following is provided for the information of Councillors.

General

Extensive fire fighting support was again carried out from 15.11.14 until 17.11.14. Trucks, staff and bins were supplied.

Works

Capital Works Undertaken During October 2014

Project:	Gravel Resheeting 14/15
Budget:	\$1,647,471
Description:	Gravel Resheeting
Start Date:	1-Jul-14
Est End Date:	30-Jun-15
% Complete:	50%
Expenditure to date:	\$764,361
Estimated Expend:	Final \$1,647,000
Project Officer:	Pat Lyons, Heath Tomkins & Nathan Kamalan
Comments:	Out of 3 stages, stage 1 completed in October 14 as major projects commenced in late Sep 14. Stage 2 scheduled for Dec 14/Jan 15 and Stage 3 will continue to the end of Financial year.

Project:	TIDS Inverramsay Road
Budget:	\$535,000
Description:	Widen & Rehabilitate from Ch2.77 to 5.40
Start Date:	15-Sep-14
Est End Date:	19-Dec-14
% Complete:	40%
Expenditure to date:	\$406,590 (including commitments)

Estimated Expend:	Final	\$535,000
Project Officer:	Nathan Kamalan	
Comments:		

Infrastructure Services

Design

Works Section

Warwick Hospital Carpark Extension

Ergon have installed the extra streetlights at this job.

Anemone Street Stage 2, Killarney

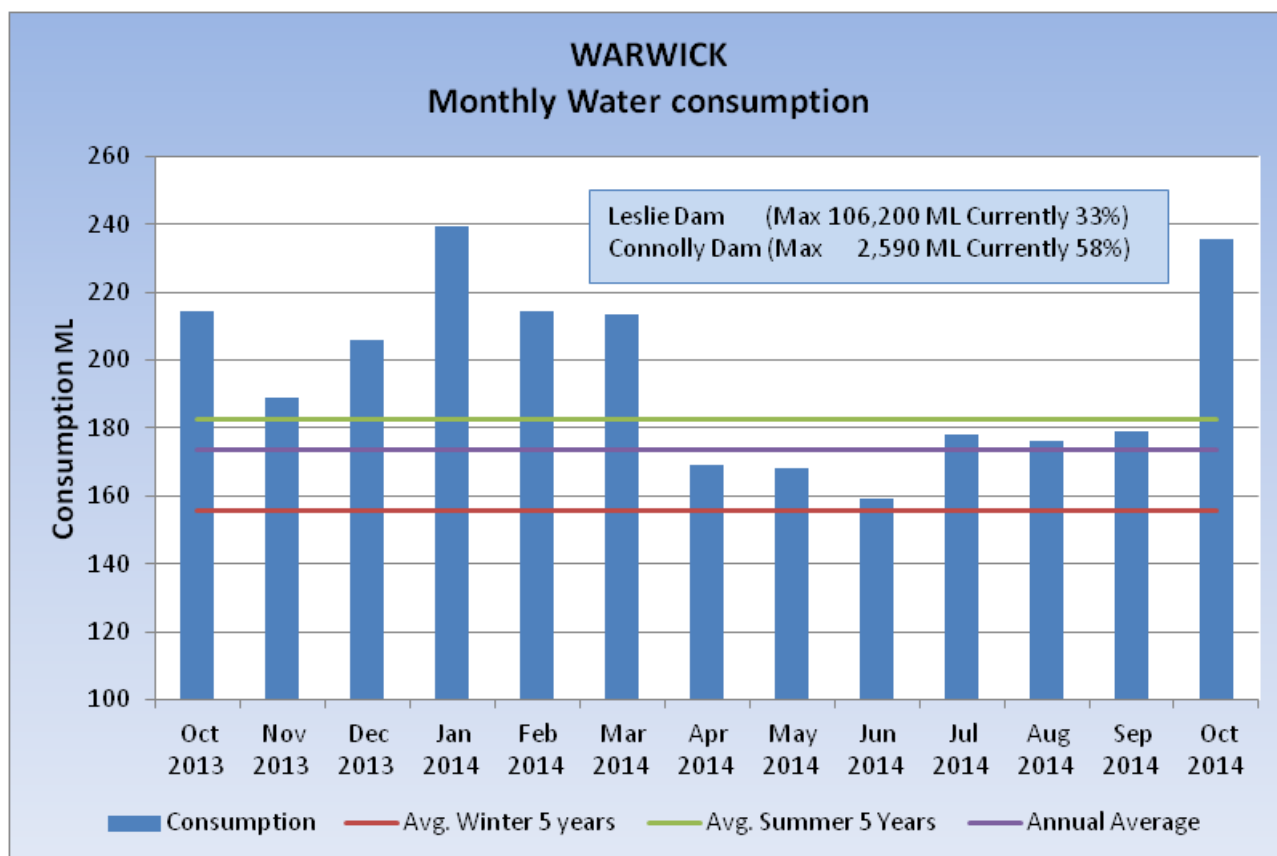
Further meetings were held with the residents affected by land acquisitions. Verbal agreements have been reached with owners of the four properties affected by the proposed open channel. Correspondence has been sent to them requesting 'in principle' agreement to the proposal. Existing CED services will need to be located and detailed survey carried out for the open drain through these properties as well as other locations in Anemone Street. This has been scheduled for this month.

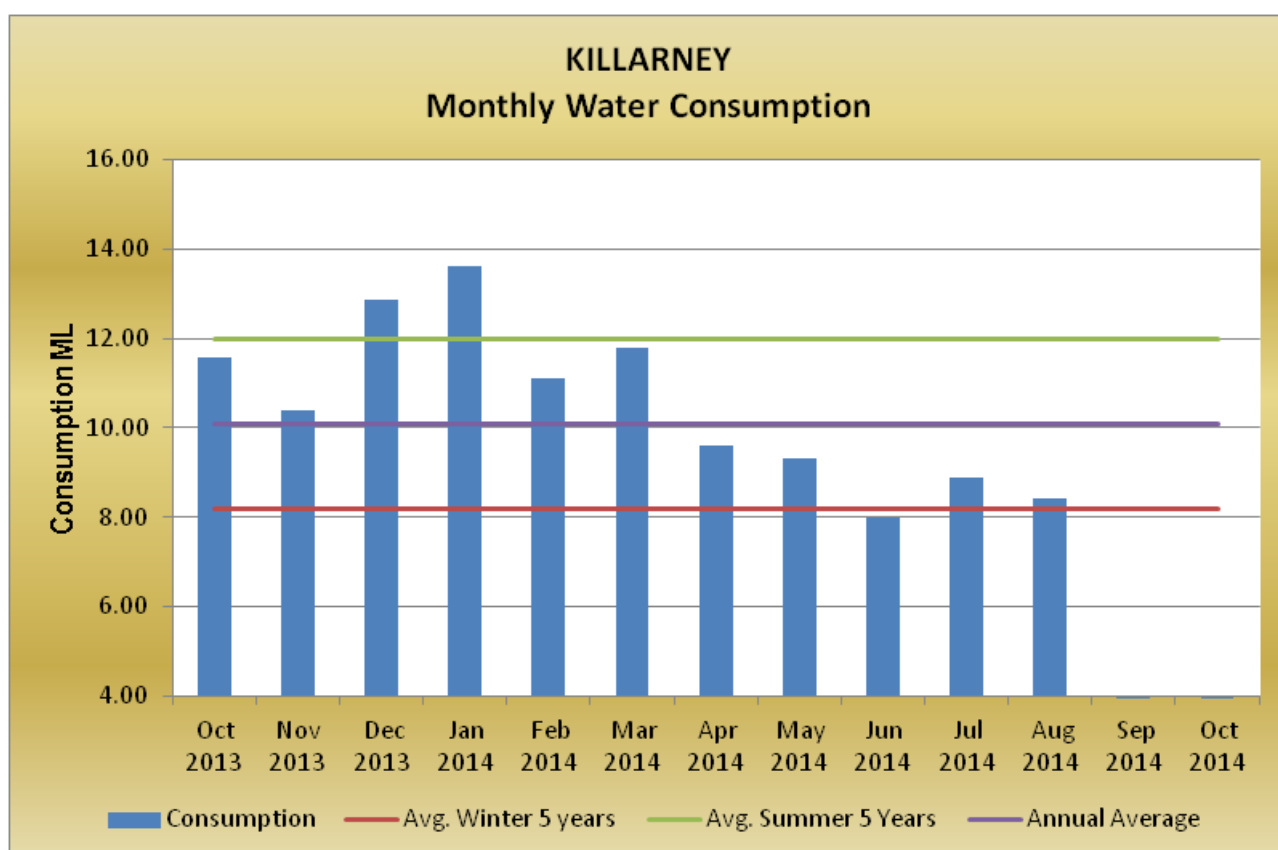
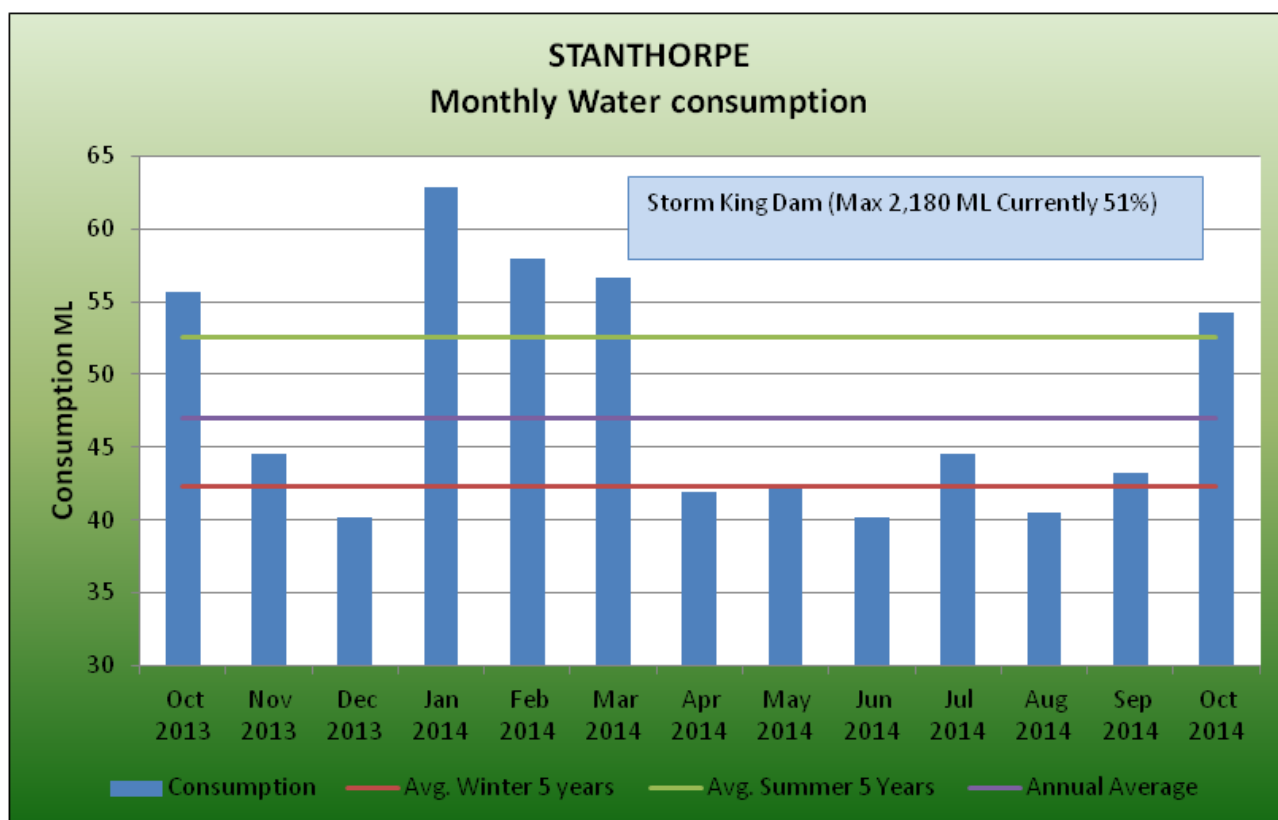
Rayleigh, Merinda & Rockwell Streets Intersection, Wallangarra

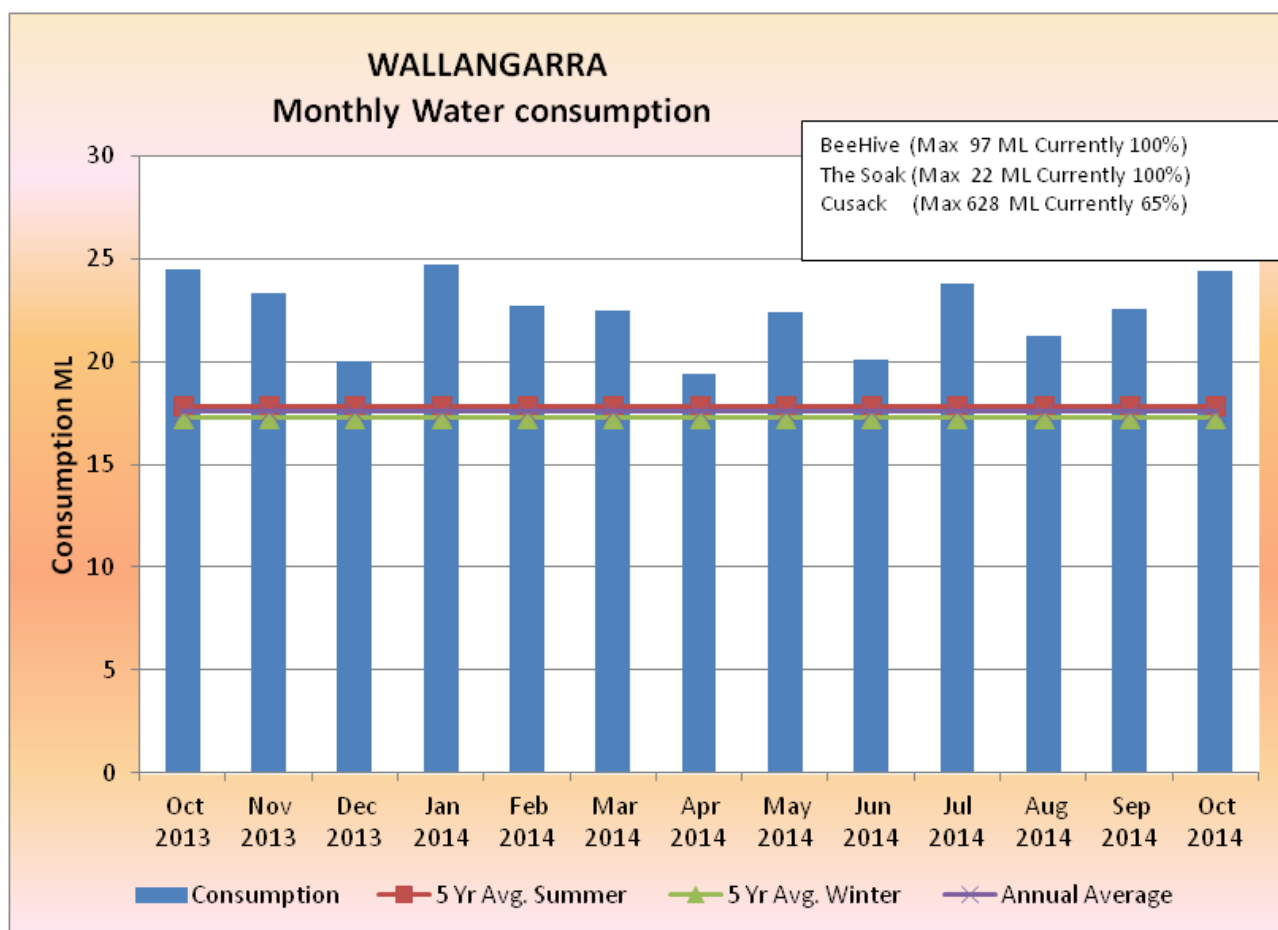
Request from Works department to investigate proposal for safety improvements at the above intersection as a result of public requests. Proposal involves installation of line marking and regulatory signage. Plan has been prepared.

Water & Waste Water

Monthly Water Consumption







Budget Implications

Nil

Policy Consideration

Nil

Community Engagement

Nil

Legislation/Local Law

Nil

Options


Nil

Attachments

Nil

9.2 Engagement of Consultant to Review Gravel Procedures

Document Information

	Report To: General Council Meeting	
	Reporting Officer:	Meeting Date: 26 November 2014
	Director Engineering Services	File Ref: 28.19

Recommendation

THAT Council engage Proterra Group to carry out an Assessment of Council's Pavement Material Strategy at a cost of \$29,193.75 and that these funds are reallocated from maintenance budgets that are further reported to Council at its next quarterly budget review.

Report

Council staff presented a report to the General Meeting of Council held on 30 July 2014. The report was the result of work by Council staff and was reviewed by a peer group. Council resolved that:

1. Defer consideration of the gravel pits report at this time.
2. Advertise expressions of interest for an independent qualified specialist to:
 - a. analyse the existing gravel sample tests and previous Council studies on gravel from all quarries sourced for roadwork in the SDRC area;
 - b. to comment on the standards used for gravel on SDRC roads and make appropriate recommendations for any operational changes; and
 - c. to prepare a report on the durability of gravel samples from at least 15 Council roads used on in a 24 month period across the region.

The Director Engineering Services has approached Proterra Group to provide a quotation for the Assessment of Southern Downs Pavement Material Strategy. A copy of the proposal is attached.

It is recommended that Council accept this proposal. It is further recommended that Council allocate funding for this work.

Budget Implications

The works proposed will cost \$29,193.75 plus GST. Council will need to allocate funding for this study from within Council's budget.

Policy Consideration

Clause 1.1 of the Corporate Plan 2014-2019 calls on Council to review levels of service to the community. Clause 4.10 requires Council to explore the establishment of Council quarries in the region to enable the delivery of economically viable process construction and maintenance projects.

Community Engagement

Nil

Legislation/Local Law

The establishment of any new quarries will require planning approval.

Options

Council can:

1. Engage Proterra Group to carry out an Assessment of Council's Pavement Material Strategy at a cost of \$29,193.75 plus GST; or
2. Defer or cancel further consideration.

Attachments

1. Assessment of Southern Downs Pavement Material Strategy [View](#)

Presented to:



SOUTHERN DOWNS REGIONAL COUNCIL | OCTOBER 201

Presented by:





17th October 2014

Peter See
Director of Engineering Services
Southern Downs Regional Council
PO Box 26
Warwick, QLD 4370

Dear Peter

RE: Assessment of Southern Downs Pavement Material Strategy

Thank you for the opportunity for PROTERRA Group to provide a proposal for the review of Council's Pavement Material Strategy. We have based this proposal on the following information:

- Our initial meeting in Warwick on the 19th of September to discuss the project.
- Our review of the "Use of Local Gravel Pits to Provide Road Gravel or Gravel Road Maintenance Report dated 18th December 2013
- Our scoping brief in response to the three specific SDRC resolution items (as per email dated 17/09/14), and your subsequent confirmation of the brief.
- Please refer to page 5 of this document for scope, clarifications and assumptions
- The cost to carry out consultancy works (excluding costs associated with soil testing will be for the amount of \$29,193.75 + GST
- The costs to carry out the soil testing (only) will be for the amount of \$24,036.10 + GST.

We understand the objectives of the SDRC is to seek advice on the suitability of existing gravel pit samples for SDRC gravel roads, recommendation on how to optimise current gravel treatment and a condition report on roads where the gravel was utilised.

PROPOSAL

a) To analyse the existing gravel sample tests and previous Council studies on gravel from all quarries sourced for roadwork in the SDRC area.



Comments:

Appendix 1 of the Council Report "Use of Local Gravel Pits to Provide Gravel for Gravel Road Maintenance" (Item 9.7 of SRDC Minutes 18/12/13) includes a number of test results and bore logs. The test results provided include:

- ☐ Grading's, atterbergs, CBR and MDDRs for Breaside and Hutchinson Quarries. I understand that these two quarries have been approved as TMR Compliant gravel sources. The test results are quite old (early 2013) and may have been used for the Quarry Assessment Prequalification for Main Roads. *We may need to request more recent testing. The quarry should have copies of test results as they may have been needed to close out TMR QA hold points.*
- ☐ Bore logs, CBRs and MDD for gravel sourced from Hindmarsh pit.
- ☐ Grading's and Atterberg's for Skinners pit.
- ☐ Summary results for Bents Road Reserve Pit, Longs Pit Wallangarra and Shelly's Pit have been discussed in Council Report, however no sample data has been supplied. Any comments on these pits will be based on the report data only, unless additional testing is requested.

Proposed Actions

We propose to undertake the following testing and assessment;

- ☐ CBR on Skinner Pit
- ☐ Atterberg's and Grading's on Hindmarsh
- ☐ Source more recent testing from Breaside and Hutchinson quarries (we assume that we can be provided with up to date testing results direct from these quarries)
- ☐ Determine if any sample data can be provided by SDRC, if not undertake testing as required.
- ☐ We will undertake a review of material properties of the gravel pits and quarries, assess against typical properties and limits of TMR compliant gravels and comment on suitability for use on gravel roads taking into account traffic volume, geometry, terrain and environmental factors.

b) To comment on the standards used for gravel on SDRC roads and make appropriate recommendations for any operational changes;



Comments

This is an extension of item a). We will elaborate further on material suitability and assess and review operational processes.

Proposed Actions

We propose to undertake the following:

- ☐ Assessment on the quality of material and its suitability
- ☐ Gather construction information such as (but not limited to); haulage distances, road volumes and usage information (including seasonal traffic patterns), condition of material at time of construction, site and environmental conditions, construction processes, maintenance program and practices, etc.
- ☐ Carry out a consultation and feedback process to gather SDRC technical and operational staff knowledge and experience.
- ☐ Review of internal procedures and practices

c) To prepare a report on the durability of gravel samples from at least 15 Council roads used on in a 24 month period across the region.

Comments

This will be the actual deliverable for the project and include the coming together or a combination of the findings from the above items a) & b).

We will require collaboration from SDRC on which roads to assess and data on pavement treatment, traffic volumes, material source, date of construction, etc.

Proposed Action

- ☐ Undertake a visual inspection taking into consideration factors such as performance of drainage and identify any other visible road condition issues.
- ☐ On the assumption that we understand where the material was sourced (and we have the results of properties of that material), we would then undertake sample testing on the nominated gravel roads and sub-grade to ascertain in-situ properties that relate to the performance or how the gravel has performed.
- ☐ Compare finding found in item (b) and provide comment and subsequent recommendations on the relationship between material performance and construction methods used.
- ☐ SDRC will also need to advise on the final number of roads (and the length of each of those nominated roads) in for PROTERRA Group to determine the quantity of in-situ testing



Item A - Testing Scope for Pits and Quarries:

Skinner Pit

- 1 X Unsoaked CBR/Atterbergs/Grading/Travel / Sampling

Hindmarsh Pit

- 1 X Unsoaked CBR/Atterbergs/Grading/Travel / Sampling

Hutchinson Quarry

- 1 X Unsoaked CBR/Atterbergs/Grading/Travel / Sampling

Braeside

- 1 X Unsoaked CBR/Atterbergs/Grading/Travel / Sampling

Berks Road Reserve Pit

- 1 X Unsoaked CBR/Atterbergs/Grading/Travel / Sampling

Longs Pit Wellangarra

- 1 X Unsoaked CBR/Atterbergs/Grading/Travel / Sampling

Shalleys Pit

- 1 X Unsoaked CBR/Atterbergs/Grading/Travel / Sampling

Item C – Testing scope for gravel roads & clarifications.

- Gratings, Atterbergs, CBR and MDD on 15 SDRC gravel roads.
- We have made allowances to carry out 1 x suite of tests as above per road (total 15 tests).
- We have allowed 2 hours of travel per road to carry out visual condition assessment.

Clarifications and Assumptions

- It is assumed a stockpile of gravel will be available at each pit and quarry. If not an excavator would need to be engaged at extra cost (22t Excavator \$165.00/hr + GST including float hire)
- Environmental approvals excluded
- It assumed that access will be available to all quarries and pits for testing, no disruptions or delays have been allowed for.
- We have made allowance of 2 days to gather construction information such as (but not limited to); haulage distances, road volumes and usage information (including seasonal traffic patterns), condition of material at time of construction, site and environmental conditions, construction processes, maintenance program and practices, etc. Once received, this information is collated and reviewed
- We have made allowance of 2 days for consultation and feedback process to gather SDRC technical and operational staff knowledge and experience



APPENDIX A

Key Personnel

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Chris Lucas

Operations Manager

Chris is the Operations Manager at PROTERRA Group and has broad experience in the Management of Design and Construction of Commercial and Industrial buildings.

His experience is also in Road Construction Project Management and Concept, Planning, Design, Construction and Maintenance of Road Infrastructure Projects.



Career summary

- Operations Manager, PROTERRA Group, 2014 - Current
- Senior Project Manager, Road Construction and Rehabilitation, 2012 - 2014
- Senior Project Manager, Commercial Construction, 2005 - 2012
- Project Engineer, Design Engineer, Senior Engineer, Road Construction, 2000 - 2005
- Mine Surveyor, BHP Coal Australia, 1995 - February 1998

Specialisations

- Commercial Design and Construction
- Industrial Design and Construction
- Road Construction
- Civil Engineering
- Project Management

A selection of project successes

Various positions such as Senior Project Manager, Project Manager, Project Engineer, Design Engineer, Senior Engineer.

- \$60M - Transport Network Reconstruction Program (multiple of 10 projects)
- \$35M - Accommodation Camp, APLNG
- \$15M - High Street Plaza, Toowoomba
- \$3.5M - Toyota Showroom & Workshop, Warwick
- \$2M - Clifton & Cambooya School Libraries
- \$1.5M - USQ Test Facility
- \$2M - Fairholme College Library
- \$18M - Aspx Apartments, Gladstone
- \$3M - KGA and speciality shops, Toowoomba
- \$2.6M - Warwick High School Science Block
- \$6M - Storage Sheds, Toowoomba
- \$3M - Metro Shopping Centre, Rockhampton
- \$4M - Airlie Beach Village Cabin Park
- \$3M - Toowoomba Hockey Club
- \$1.8M - Ergon Substation
- \$0.5M - Lourdes Home Fire Upgrade
- \$4M - Oakley Army Base Redevelopment Project
- \$0.5M - Jandowae Bridge Construction
- \$3M - Toowoomba Range Safety Improvements Project
- \$1.5M - Pittsworth-Felton Road Upgrade
- \$1M - Gore Highway/Oakley-Pittsworth Road Intersection Construction

Qualifications and memberships

- Bachelor of Civil Engineering / First Class Honours
- Associate Diploma in Surveying
- Certificate of Project Management
- BSA Licence
- Member IPWEAQ
- Traffic Control - Level 2 & 3



Lee Stanley

Project Manager

Lee has ten years' experience in the construction supervision and surveillance of civil and building construction projects. He has project managed the planning, design and construction of civil infrastructure projects. Lee has excellent experience in contract management and also the estimating and assessment of tenders.



Career summary

- Project Manager, PROTERRA Group, 2012-Current
- Principal Technical Officer, SMEC, 2011-2012
- Principal Technical Officer, GHD, 2008-2011
- Senior Civil Designer, Cardno, 2003-2008
- Hydraulic filter, Maryborough Engineering Works, 2001-2003
- Royal Australian Navy, Forresthill, 1998-2001

A selection of project successes

Goondwindi Regional Council Flood Damage Works – TNRP (>\$10M) Project Manager

Several Pavement Reconstruction Projects on the Cunningham, Leichhardt and Gore Highways in the Darling Downs Area have been delivered for DTMR under the NDRRA Funding.

Utilising Council's road crew and specialist sub-contractors, Lee was responsible for delivery of these works packages. His responsibilities include construction management and programming.

Calms Bruce Highway Upgrade – Calms Connect (\$150M)

Lee acted as Design Interface Engineer on this 5km section of the Bruce Highway, where he liaised between contractor and designer, performing optioneering on the design elements to optimise the construction program and minimise costs and delays to traffic. A major aspect was the reporting on Contractor performance and compliance to project plans and specifications.

Cardwell Range Realignment – Cardwell Range Alliance (\$150M)

Lee acted as Design Interface Manager on the 4.5km section of the Bruce Highway through environmentally sensitive areas of the Cardwell Range. The object was to reduce grades and increase the traffic performance through the range. Lee's role included the management of RFIs, review of conformance, maintenance of as built records and monthly and milestone reporting.

Whitsunday Regional Council Flood Damage Works – Gurnu Roads Rehabilitation Package – NDRRA (\$3.2M)

Lee was the Superintendent's Representative for reconstruction works covering 10.4km of rural roads in the Gurnu area. Lee undertook design review, preparation of tender documentation including works specification, tender assessment and contract administration. During the construction phase, Lee was responsible for administering the contract including review and resolution of NCRs, RFIs, variations, progress claims and monthly reporting.

Whitsunday Regional Council Flood Damage Works – Proserpine Roads Rehabilitation Package – NDRRA (\$5.5M)

Specialisations

- Construction supervision and Surveillance
- Constructability/ Construction Management
- Project Management and Contract Administration
- Quantifying and Cost Estimation

Qualifications and memberships

- Diploma of Engineering
- 12D Solutions
- AutoCAD
- Current Class 'C' drivers Licence



John Davoren

Environmental Officer

John has an extensive background in Environmental Management, specialising in environmental management planning, environmental management system design and the project management of environmental impact assessment. John is able to provide technical advice on environmental issues and has a comprehensive working knowledge of Federal and Queensland environmental legislation and policy.

John has a broad understanding of environmental issues which arise across the construction, mining and energy industries and demonstrated experience in effectively applying management strategies to those issues.



Career summary

Environmental Officer for RPMS – 2012 – Current
 Environmental Officer (Development) / Environmental Auditor,
 Toowoomba Regional Council – 2010 – 2012
 Environmental Coordinator, Origin Alliance Ipswich Motorway
 Upgrade – 2008 – 2009
 Environmental Analyst, Powerco Ltd, New Zealand – 2008 – 2009
 Senior Environmental Engineer, Snowy Mountains Engineering
 Corporation – 2007 – 2008
 Senior Environmental Engineer, Boating Infrastructure Unit,
 Queensland Transport – 2005 – 2007
 Environmental Engineer, The Kennedy Group – 2003 – 2005
 Senior Environmental Officer, Environmental Protection Agency, Mt
 Isa District – 2001 – 2003
 Design Engineer (Environmental), Leighton Contractors Pty Ltd –
 1999 – 2001

Specialisations

- Environmental Management
- Environmental Engineering
- Environmental Auditing

Qualifications and memberships

Bachelor Engineering (Civil)
 Master Natural Resources
 Environmental Management System Auditor
 Member of Queensland Environmental Law Association
 Member of Environmental Institute of Australia and New Zealand

A selection of project successes

Balonne Shire Extractive Industry Licensing, Balonne Shire Council – 2013/14
 Review of all Balonne Shire's extractive industry activities and the acquisition of all required development approvals and environmental permits.

Environmental Management Training, Murweh Shire Council - 2014
 Provided training for Murweh Shire Council staff for achieving compliance with TWR environmental specifications.

Environmental Management System, RPMS - 2013
 Development of an ISO14001 certified EMS for RPMS

Environmental Management Plans, Balonne Shire Council - 2013
 Development of environmental management plans addressing ecological impact, cultural heritage protection and construction impact management for Council road realignment projects.

Environmental Management System Audit, Toowoomba Regional Council – 2011
 Developed and implemented audit program for TRC's water and sewerage assets.



Assessment of Environmental Permit Applications, Toowoomba Regional Council - 2011
Full time employee of TRC responsible for assessing environmental permit applications and environmental aspects of development approval applications.

Development and Implementation of Environmental Management System, Powerco NZ – 2008 – 2009
Development of ISO14001 compliant EMS for major NZ gas and electricity distribution company.

Environmental Manager, Northern Busway Alliance – 2007 – 2008
Environmental Manager of design and construction activities

Senior Environmental Design Officer, Gateway Upgrade Project – 2007
Senior Environmental Design Officer

Project Manager, Palm Island Entrance Channel Dredging EIA – 2006 – 2008

Environmental Manager, Clutha Creek Sands Development Approval – 2003 – 2005


Environmental Engineer, Nextgen Networks FOC Installation – 2000 – 2001

Project Engineer, Outer Island Road Upgrade, Public Works Dept. Republic of Kiribati – 1995 – 1997



9.3 Operation and Impacts of the Heavy Vehicle National Law (HVNL)

Document Information

 Southern Downs REGIONAL COUNCIL	Report To: General Council Meeting	
	Reporting Officer:	Meeting Date: 26 November 2014
	Director Engineering Services	File Ref: 30.44

Recommendation

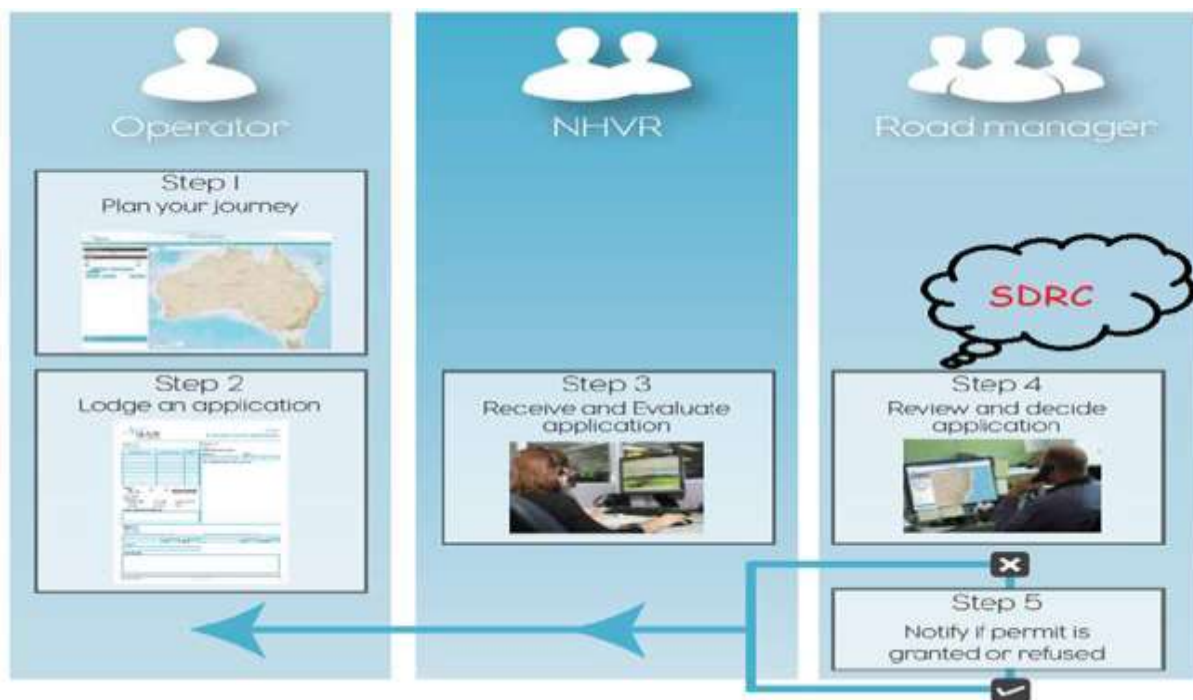
THAT Council lobby the LGAQ and the Minister for Transport and Main Roads for the Implementation of an Assessment Fee.

Report

The Heavy Vehicle National Law and Regulations commenced on 10 February 2014. The new regulator “National Heavy Vehicle Regulator (NHVR)” is formed as independent Regulator for all vehicles over 4.5 tonnes gross vehicle mass. Some aspects of heavy vehicle regulation still stay the same as before. Heavy vehicle registration, inspections, driver licensing and all matters related to the carriage of dangerous goods are still the responsibility of the relevant State and Territory authorities.

HVNL expressly identifies a ‘Road Manager’ (Council) as having particular responsibilities regarding decision-making for heavy vehicle access to the road network. As a road manager, local government works directly with the NHVR to determine which vehicles operate on their roads and the conditions under which they will operate. The Road Manager is responsible for deciding whether to consent to the use of restricted access vehicles on its roads and may require that travel conditions and road conditions must be included in a mass or dimension authority. The actual notice or permit that allows a restricted access vehicle to use local roads is issued by the NHVR.

The Process is as follows:



The Council must determine:

- ☐ if the use of restricted access vehicles will cause damage to road infrastructure or have adverse impacts on the community (amenity); and
- ☐ whether the restricted access vehicle can be used safely on its road network.

Southern Downs Regional Council (SDRC) receives all Oversize, Over Mass, B-Double, House Removal etc. applications from NHVR (or DTMR Branch that is processing NHVR applications) for assessment and provide the Road Manager's consent or otherwise the Manager Works – Maintenance set up a team to run the assessment process. The assessment requires desktop audit by an Engineer and a physical route assessment if needed. For house removal applications, the operator/owner needs to deposit a bond prior to getting consent.

Below is a picture of heavy vehicle travelling through Warwick Bypass (Albion, Pratten & Aldred Streets). Council assesses these applications for Council roads.



From February to October, 2014, SDRC has assessed and given approximately 250 heavy vehicle consents with an average of 30 consents per month. Though most of the applications are for Warwick Bypass which requires only desktop audit, a fair number of applications requires pre and post inspections.

Council did not previously have this role other than providing general comments. This process is an example of works having to be carried out by staff which previously did not occur.

Budget Implications

Whilst not specifically dissected, an engineer is required to carry out this work. The recovery cost would be \$60 per hour. The LGAQ is helping to prepare a proposal for implementing a charge. At the current rate of application, Council will spend \$22,000 over a 12 month period.

Policy Consideration

Nil

Community Engagement

Nil

Legislation/Local Law

This work is required by the Heavy Vehicle National Law (Queensland) 2014

Options

Council can:


- Lobby the LGAQ and the Minister for Transport and Main Roads for the Implementation of an Assessment Fee; or
- Continue to do assessments at no cost reimbursement.

Attachments

Nil

9.4 Investigations Into Structure Removal - Gleeson Park, Stanthorpe

Document Information

 Southern Downs REGIONAL COUNCIL	Report To: General Council Meeting	
	Reporting Officer:	Meeting Date: 26 November 2014
	Director Engineering Services	File Ref: 29.38.03

Recommendation

THAT Council note the report and take no action with removal of structures in Gleeson Park.

Report

As part of the Stanthorpe Flood Risk Management Study carried out by Jacobs (formerly SKM), investigations were carried out to determine if there was potential to reduce flooding by removing the weir and pedestrian crossing of the creek in Gleeson Park.

The final report is attached. The report shows that there is no cost/benefit associated with the removal of the weir and pedestrian crossing.

It is recommended that Council take no further action.

Budget Implications

Nil

Policy Consideration

Nil

Community Engagement

Nil

Legislation/Local Law

Nil

Options

That Council take no further action.

Attachments

1. Stanthorpe Flood Risk Management Study Report - Addendum for Gleeson Park Structure Removal [View](#)

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Peter See
Southern Downs Regional Council
PO Box 26
Warwick QLD 4370

28/10/2014

QE06788

Dear Peter,

Subject: Stanthorpe Flood Risk Management Study – Report Addendum for Gleeson Park structure removal

1. Introduction & Background

As part of the *Stanthorpe Flood Risk Management Study* (SKM, 2014) a suite of potential flood risk management measures to improve flood risk in the town were investigated.

One of the flood modification measures investigated involved improving conveyance in Quart Pot Creek by assessing the impact of several physical modifications, including the following elements:

- Removing the abutments and structure forming the New England Highway crossing (to assess the upper limits of benefit gained from a major bridge upgrade)
- Removing the weir and pedestrian crossing at Gleeson Park
- Lowering the creek bed by one metre (channel dredging)

The initial investigation found that the option would decrease flood levels in the 1% AEP by up to 240 mm. However, due to the likely cost of undertaking these works, it was determined that this option would return a low benefit-cost ratio and, therefore, was not a feasible flood risk management solution.

The study recommended further assessment of a lower cost solution of removing only the weir and pedestrian bridge to determine whether this would return a more viable solution. This report documents the outcome of this assessment.

2. Reliance Statement

The sole purpose of this report and the associated services performed by Jacobs (formerly Sinclair Knight Merz) is to provide hydraulic modelling results and viability analysis in accordance

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Southern Downs Regional Council

28/10/2014



with the scope of services set out in the contract between Jacobs and Southern Downs Regional Council (SDRC). That scope of services, as described in this report, was developed with SDRC.

In preparing this report, Jacobs has relied upon, and presumed accurate, any information (or confirmation of the absence thereof) provided by SDRC and/or from other sources. Except as otherwise stated in the report, Jacobs has not attempted to verify the accuracy or completeness of any such information. If the information is subsequently determined to be false, inaccurate or incomplete then it is possible that our observations and conclusions as expressed in this report may change.

Jacobs derived the data in this report from information sourced from SDRC (if any) and/or available in the public domain at the time or times outlined in this report. The passage of time, manifestation of latent conditions or impacts of future events may require further examination of the project and subsequent data analysis, and re-evaluation of the data, findings, observations and conclusions expressed in this report. Jacobs has prepared this report in accordance with the usual care and thoroughness of the consulting profession, for the sole purpose described above and by reference to applicable standards, guidelines, procedures and practices at the date of issue of this report. For the reasons outlined above, however, no other warranty or guarantee, whether expressed or implied, is made as to the data, observations and findings expressed in this report, to the extent permitted by law.

This report should be read in full and no excerpts are to be taken as representative of the findings. Further, the results and conclusions made in this addendum relate directly to the assumptions, limitations and findings of the Stanthorpe Flood Risk Management Study Report and should therefore be read in conjunction. No responsibility is accepted by Jacobs for use of any part of this report in any other context.

The information supplied provides information on the estimated changes in flood levels due to the removal of structures as currently modelled in the Stanthorpe hydraulic (TUFLOW) model.

This report has been prepared on behalf of, and for the exclusive use of, SDRC, and is subject to, and issued in accordance with, the provisions of the contract between Jacobs and SDRC. Jacobs accepts no liability or responsibility whatsoever for, or in respect of, any use of, or reliance upon, this report by any third party.

3. Methodology

The following approach was used for the assessment of removing Gleeson Park structures:

- Modification to the existing Stanthorpe hydraulic (TUFLOW) model to remove the following structural elements (including levelling of creek bed terrain):
 - Pedestrian bridge
 - Weir
- Simulation of design flood events for the mitigation case (with structures removed)
- Assessment of changes in flood level from the existing ("base") case

Southern Downs Regional Council

28/10/2014



- Assessment of mitigation case Average Annual Damages (AAD) and comparison with the base case AAD
- Assessment of benefits against estimated costs

3.1 Existing ("base") case model

The 1D/2D hydraulic model developed for the *Stanthorpe Flood Risk Management Study* was used as the base case for flood modelling. Further detail on the development of this model is provided in the *Stanthorpe Flood Risk Management Study Report*¹.

3.2 Mitigation case model

To generate the mitigation case, the TUFLOW 2d_zlr (z-layer) file representing the bridge and weir elements was removed, and a TUFLOW 2d_zsh (z-shape) file was introduced to represent removal of bed material between the weir and bridge to return the greatest benefit from the measure. The 2d_zsh lowers terrain to specified levels along a line and assumes a linear interpolation (triangulation) between specified points.

3.3 Model simulation

The hydraulic model developed was used to test the impact of the mitigation measure for the following flood events:

- 5% annual exceedance probability (AEP)
- 2% AEP
- 1% AEP
- 1% AEP under expected climate change conditions (20% additional rainfall)

The results were written as a four-metre grid output and processed to generate afflux surfaces for comparison against the base case model results for the 1% AEP. All events were used to generate flood level surfaces used in the damages assessment.

¹ SROM. (2014). *Stanthorpe Flood Risk Management Study*. Brisbane: Sinclair Knight Merz.

Southern Downs Regional Council

28/10/2014



3.4 Average annual damages

The mitigation case results are used to recalculate direct AADs for the town and compared against the base case AADs, allowing the overall benefit of the measure, in terms of reduced AAD, to be calculated.

More information on the methodology used to calculate direct AADs is provided in Section 10.2.2 of the Stanthorpe Flood Risk Management Study report (2014).

4. Flood impact assessment

Figure A-1 shows the predicted changes in peak flood levels for the 1% AEP flood event in the vicinity of the site due to the removal of the Gleeson Park structures. Figure A-2 presents the resultant depth and extent of flooding under the mitigation case and Figure A-3 presents the resultant flood intensity (velocity-depth product, or $V \times D$).

4.1 Changes to peak flood levels

Impacts to peak flood levels as a result of the mitigation measure are very limited, as evident from Figure A-1. Peak flood levels are expected to be reduced by only between 20 mm to 80 mm from the current location of the weir to up to the Railway Street crossing in the 1% AEP flood event. Upstream of the Railway Street crossing, flood levels decrease by less than 20 mm.

Immediately downstream of the weir and bridge, peak flood levels increase by up to 80 mm. This is consistent with removing the flow constriction caused by the weir and bridge structures.

4.2 Changes to peak flood velocities

Peak flood velocities upstream of the weir are in the order of 1.0 to 1.5 m/s in the 1% AEP event. As a result of the mitigation measure, peak velocities are generally increased in the channel by up to 0.1 m/s. This is generally a result of the removal of barriers in the creek which currently causes a small degree of back-up and flow attenuation. Without the bridge and weir structure, floodwaters would be able to flow marginally faster through this section of the creek, slightly lowering flood levels as discussed.

Outside of the channel, peak flow velocities may increase or decrease by up to 0.2 m/s in isolated areas. This is likely due to the modified flood gradient creating small changes in flood behaviour during the rising limb of the flood, which is when peak velocity flooding usually occurs.

4.3 Changes to peak flood hazard ($V \times D$)

Peak flood velocity-depth products upstream of the weir are in the order of 5.0 to 7.5 m^2/s for the 1% AEP flood event. Velocity-depth products are high in this area due to the depth of flooding, which is greater than 4 m in the channel.

As a result of the mitigation measure, peak velocity-depth is increased in the channel by up to 0.5 m^2/s . This is generally due to the increases in velocity outweighing the decreases in the depth of

Southern Downs Regional Council

28/10/2014



flooding. Outside of the channel where flooding is more shallow, velocity-depth is generally decreased as a result of the measure.

Velocity-depth is increased substantially over the location of the weir and pedestrian bridge, due to the increased depth of flooding where bed material has been removed.

The mitigation measure causes no material changes to flood hazard, for example, through increasing in the velocity-depth product of flooding at crossings or at properties.

5. Benefit cost analysis

5.1 Estimation of benefits

Due to the limited reduction in flood levels from the removal of the bridge and weir structures, the estimated benefit of the measure in terms of reduced damages is very limited. The reduction in flood damages is presented in Table 5.1. This results in a net present value for the measure of approximately \$9,700, as presented in Table 5.2.

Table 5.1 : Reduction In Flood Damages

Type of Damage	Decrease in Average Annual Damages
Structural/internal damages – brick houses	\$0
Structural/internal damages – weatherboard houses	\$100
External damages	\$500
TOTAL DIRECT DAMAGES	\$600

Table 5.2 : Estimation of Benefits

Estimation of Benefits	
Reduction in direct average annual damages	\$600
Reduction in total average annual damages*	\$700
Net Present Value of Benefits**	\$9,700

*Includes indirect damages (-15%)

**Assumes 7% discount rate

5.2 Estimation of costs

Due to the low level of benefit expected from this option, a detailed cost estimate was not undertaken.

Based on high-level bridge decommission costs, removal of the bridge and weir structures, with additional dredging between the structures, is estimated to be in the order of \$500,000. As a result, the benefit-cost ratio (BCR) for this option is expected to be very low, around 0.02.

Filename: QE06788-NHY-RP-0003_StanthorpeFRMS_Addendum1_GleesonPark_v.1.docx

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Southern Downs Regional Council

28/10/2014



6. Conclusion

The following conclusions are drawn from this assessment:

- Removal of the bridge and weir in isolation of modifications to the New England Highway crossing has limited potential for reducing flood levels upstream of these structures. The option is expected to result in reductions in flood levels no greater than 80 mm between the weir and the Railway Street crossing. Minor increases in peak flood velocities and hazard (velocity-depth product) are also expected due to the removal of these in-stream barriers.
- Reductions in flood damages as a result of the option through town are likewise limited at only around \$700 per year in reduced AADs, equating to a Net Present Value of approximately \$9,700.
- As a result, this option is not considered to be viable, with costs estimated in the order of \$500,000. These costs are well in excess of what would achieve a reasonable benefit-cost ratio.

Yours sincerely

A handwritten signature in black ink, appearing to read "Greg Rogencamp".

Greg Rogencamp
Project Director
+61 (0)7 3026 7644 | Greg.Rogencamp@jacobs.com

Southern Downs Regional Council

28/10/2014



Appendix A – Result Figures

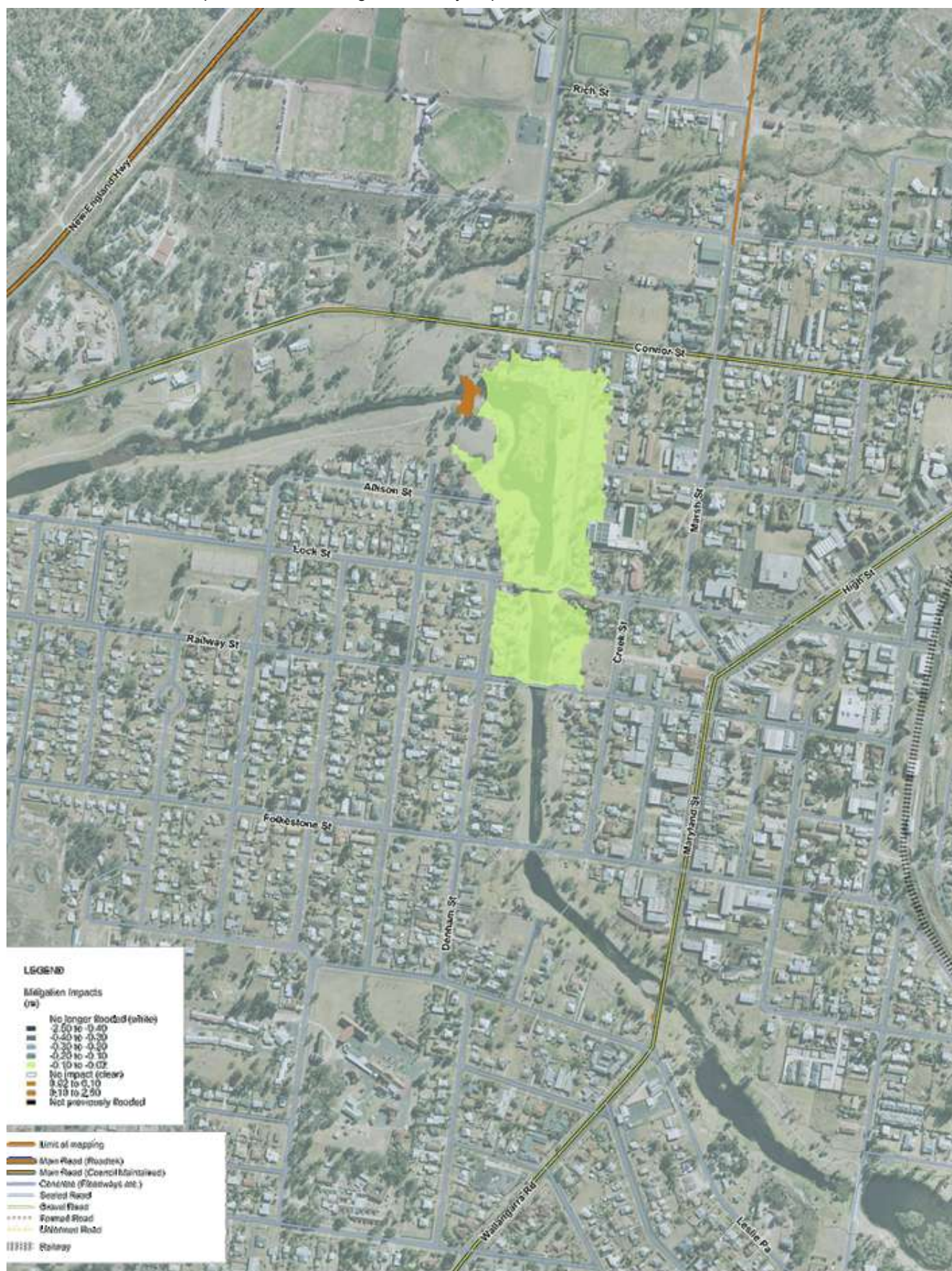
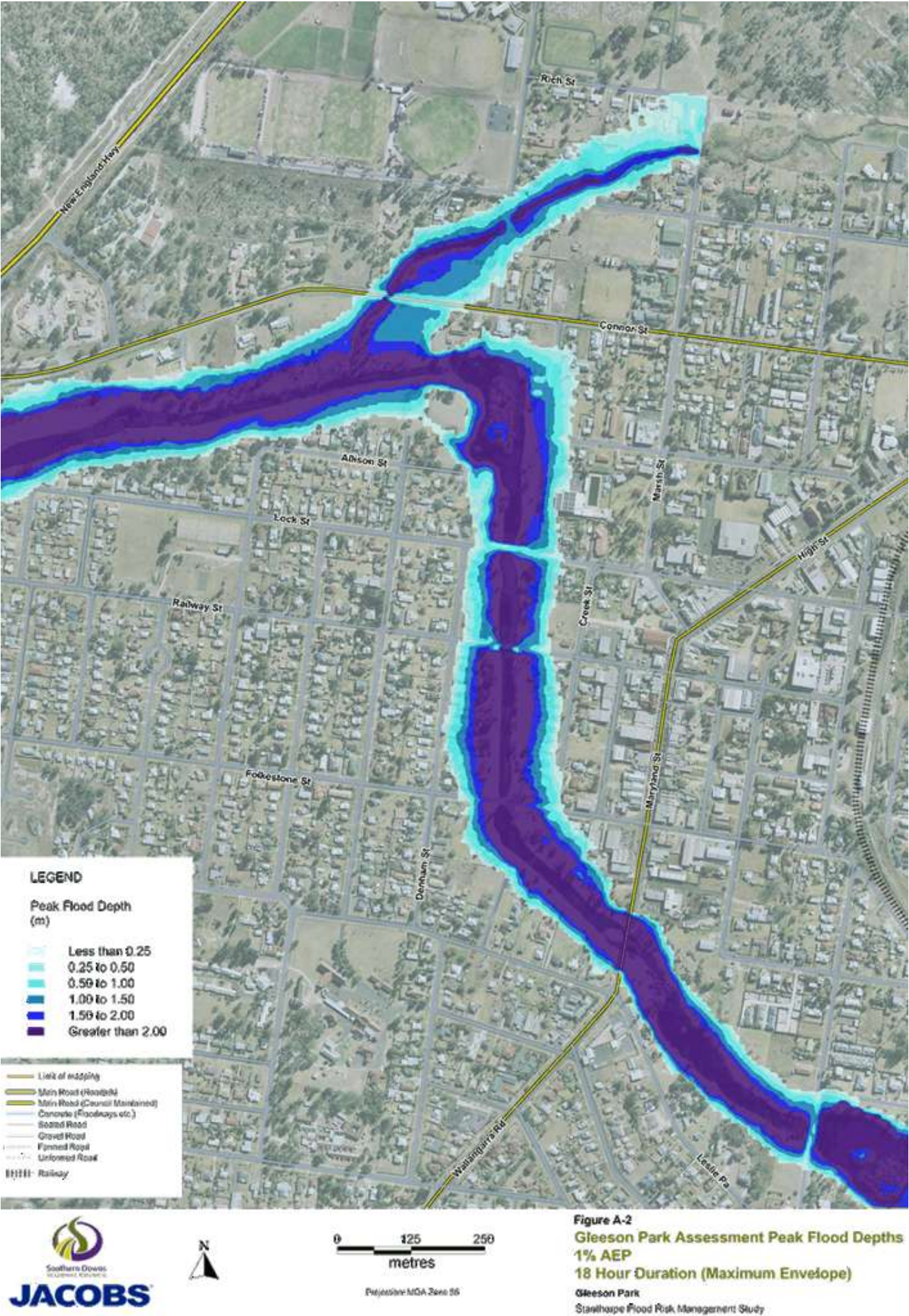


Figure A-1
Gleeson Park Assessment Flood Level Impacts
1% AEP
18 Hour Duration (Maximum Envelope)
Gleeson Park
Stanthorpe Flood Risk Management Study



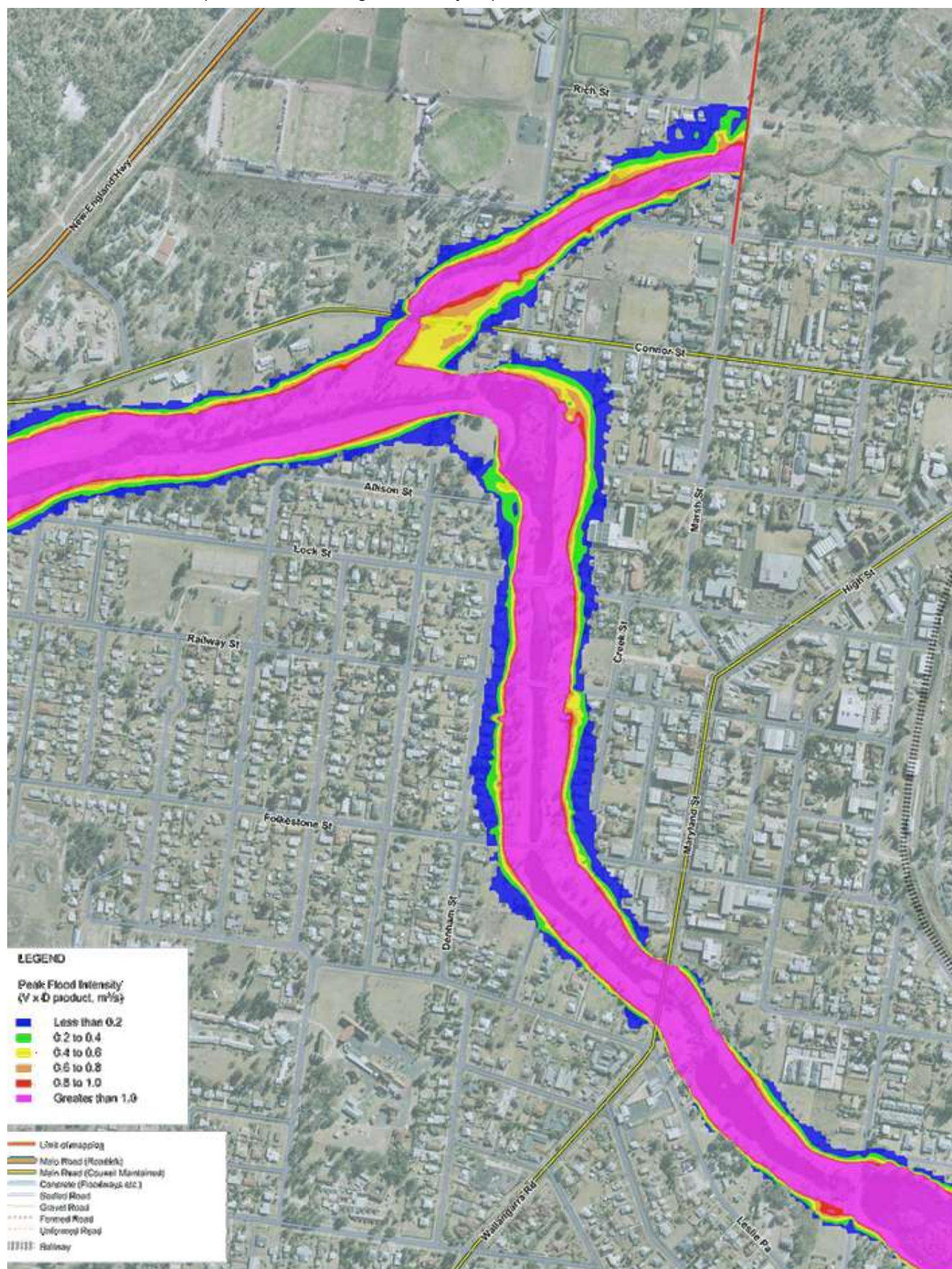



Figure A-3
 Gleeson Park Assessment Peak Flood Intensity
 1% AEP
 18 Hour Duration (Maximum Envelope)
 Gleeson Park
 Stanthorpe Flood Risk Management Study

9.5 Request to Bond Works

Document Information

	Report To: General Council Meeting	
	Reporting Officer:	Meeting Date: 26 November 2014
	Director Engineering Services	File Ref: 07.15

Recommendation

THAT Council accepts a bond for 200% for a period of 2 years to enable the water tanks to be correctly located when the buildings at the subdivision are completed.

Report

Mr Adam Colrain of APC Project Management Services is the Project Manager for a small residential subdivision located at the corner of Yangan Road and East Street, Warwick. A development condition of approval is that each subdivided block must have a water tank capable of acting as a stormwater detention system. As the houses are not yet constructed on the site, a request has been made to bond the cost of the installed water tanks so that the tanks can be correctly installed in place. The request was received on 31 October 2014.

Bonding of Engineering works is covered by Policy Number 28, Bonding of Engineering Works for Development Works. The policy does not generally allow bonds but does give Council the option of acceptance where extraordinary circumstances exist. The policy is attached. It is my belief that this application generally meets the criteria as if the tanks were placed incorrectly they would be made redundant.

It is recommended that Council accept a bond for 200% of the value of the works and that the bond remain current for a period of two years.

Budget Implications

Nil

Policy Consideration

As attached

Community Engagement

Nil

Legislation/Local Law

Nil

Options

- Council can accept the application for bonding or;
- Council can reject the application.

Attachments

1. Policy - Bonding of Engineering Works for Development Works [View](#)



Bonding of Engineering Works for Development Works

Policy Category:	Engineering - Design & Assets
Policy Number:	28
Date Adopted:	25 May 2009
Date to be Reviewed:	
Date Reviewed:	
Date/s Amended:	
Date Reelnded:	
Related Document/s:	
Responsible Officer:	Director of Engineering Services

Purpose

The purpose of this policy is to establish the reasons for which a bond can be accepted for incomplete engineering works associated with approved development works.

Scope

This policy applies to all works approved under the requirements of the Integrated Planning Act by Council for developments where the Decision Notice requires engineering works and where a bond for incomplete or unstarted works may be requested.

Policy Content

Bonds will only be accepted by Council for connections to live water and sewerage and for maintenance of completed works. Consideration of accepting a bond may be considered under extraordinary circumstances.

Bonds will not be accepted for cash flow reasons for a developer's benefit.

Council may accept bonds for engineering works where extraordinary circumstances exist.

Extraordinary Circumstances

1. Subdivisions or Developments

Extraordinary circumstances for bonding for subdivision or development may apply:

- Where the required infrastructure will be made redundant by future stages of the development.


- Where a delay in construction will suit Council's capital works program; ie Council works will effect or change the developer's work eg stormwater drainage downstream of the development may be proposed by Council therefore a delay to Infrastructure construction would benefit Council's program of works.

2. Not for Profit or Charity Organisation

Extraordinary circumstances for bonding for works that are required to be carried out by Not for Profit or Charity organisations may be considered if it is in the community's interest. This may occur if works at one time may not be achievable within a shorter period of time. Consideration of this will be on an individual case basis and by Council decision.

9.6 Tender 15/018 - Supply & Delivery of One (1) Articulated Motor Grader under Local Buy Contract BUS 213-5011

Document Information

 Southern Downs <small>REGIONAL COUNCIL</small>	Report To: General Council Meeting	
	Reporting Officer:	Meeting Date: 26 November 2014
	Fleet and Workshop Coordinator	File Ref: 23.01

Recommendation

THAT Council

1. Award Tender 15/018 for the supply and delivery of one (1) articulated Motor Grader to Hastings Deering for the lump sum tender price of \$345,000 excluding GST; and
2. Send the existing Caterpillar 12H Grader (Plant No P00104) to auction for sale.

Report

The purpose of this report is to present the findings of the review of all tenders received and recommend to Council that Hastings Deering be awarded the tender to supply and deliver a new Caterpillar 12M Motor Grader for the lump sum price of \$345,000 (excluding GST). As the trade price offered by Hastings Deering for Council's existing Caterpillar 12H Grader is lower than expected, it will be an Officer recommendation to Council that the grader be sent to auction to realise a higher sale price. (All prices quoted in this report are excluding GST)

In September this year, Council sought tenders for the supply and delivery of a new motor grader under Local Buy Contract BUS 213-5011. The new motor grader is to replace an existing Caterpillar 12H Grader (Plant No P00104) that is based in Warwick. The tender required suppliers to provide prices with or without trade. The existing Caterpillar 12H Grader is used all year round by one of the works maintenance teams to periodically grade Council's extensive unsealed road network.

The tender closed on 24th September 2014. At the close of tenders, two (2) tenders were received from the following companies:

Tenderer	Make & Model	Price Delivered to Depot (Ex GST)	Less Trade	Net Cost to Council (Ex GST)	Optional Extras		Comments
Hastings Deering	Caterpillar 12M Motor Grader						
	Offer A - No Trade	\$345,000	Nil	\$345,000	Spare Tyre	\$6,275	4 to 5 weeks delivery
	Offer B - With Trade	\$345,000	\$115,000	\$230,000			
Hastings Deering	Caterpillar 140M Motor Grader						
	Offer A - No Trade	\$380,000	Nil	\$380,000	Spare Tyre	\$6,275	4 to 5 weeks delivery
	Offer B - With Trade	\$380,000	\$115,000	\$265,000			
Tenderer	Make &	Price	Less	Net Cost	Optional Extras		Comments

	Model	Delivered to Depot (Ex GST)	Trade	to Council (Ex GST)			
Hitachi	John Deere 670GP						
	Offer A - No Trade	\$351,301.73	Nil	\$351,301.73	Spare Tyre	\$3,935	4 to 6 weeks delivery
	Offer B - With Trade	\$351,301.73	95,000.00	256,301.73			
Hitachi	John Deere 770GP						
	Offer A - No Trade	\$361,819.37	Nil	\$361,819.37	Spare Tyre	\$3,935	4 to 6 weeks delivery
	Offer B - With Trade	\$361,819.37	\$95,000.00	\$266,819.37			

A Tender Evaluation Panel was formed to review all of the tenders received. The Panel comprised the following Officers:

- Brett Donovan – Acting Plant Coordinator (Warwick);
- Clinton Henry – Acting Workshop Supervisor (Warwick); and
- Robert Quinnell - Workshop Supervisor (Stanthorpe).

A key component of the specification contained within Council's tender was for the grader to be fitted with electro hydraulic controls, which are blade and steering controls operated by means of a joystick or levers from a seated position. There are only two types of graders with these types of controls, being those supplied by Caterpillar and John Deere respectively. Companies who provide graders with the above controls submitted tenders for consideration by Council.

The following table shows a comparison of the two graders offered for purchase.

	Make and Model	
	Caterpillar 12M	John Deere 670GP
Engine Power	Variable Engine Power 136Kw to 159Kw @ 2000 RPM	Variable Engine Power 116Kw to 145Kw @ 2000 RPM
Engine Torque	Torque Rise 39% 1052Nm @2000 RPM	Torque Rise 72% 1098Nm@900RPM
Emission Compliance (Euro)	Yes	Yes
Motor (Litres)	7.2	9
Fuel Consumption (L/hr)	13.95 L/Hr	13.88 L/Hr
Transmission	8 Forward 6 Reverse Direct Drive Powershift	8 Forward 8 Reverse Gear Change 4 th to 8 th – Automatic
Noise level Outside	87dB	90dB
Noise Level Inside	70dB	71dB
Base price Ex GST	\$345,000	\$351,301.73
Operating Weight	18,400Kg	20,120kg
Delivery	4-5 Weeks	4-6 Weeks
Warranty	1 Year Full Machine plus 4 Years or 8000hrs Drive train.	Full Machine 3 years or 6000hrs
Year Manufactured	2014	2014
Air Compressor	Engine Driven	Hydraulic Driven
Fuel Tank Capacity (Litres)	416	400

Because the Caterpillar 12M and the John Deere 670GP have proved themselves within the SDRC fleet over the last six years the Caterpillar 140M offered by Hastings and the John Deere 770GP offered by Hitachi were not considered because their specifications far exceeded our Tender requirements, needs and budget.

The purchase of a motor grader is a significant investment for Council. Typically, graders are expected to operate continuously and maintenance free for a period of eight years or more during which time the grader is expected to work 8,500 to 9,000 hours.

Council's current plant fleet already comprises a number of graders offered by respective suppliers, being the Caterpillar 12M (x5) and John Deere 670GP (x2). Whilst there have been some minor teething issues associated with both types of graders, generally Council has been very happy with their output, reliability, maintenance and serviceability, and response from suppliers for parts or after hours service/warranty issues. In addition, plant operators have generally been happy with the output of both graders.

The cabin of the Caterpillar 12M is opened up for enhanced lines of sight to the drawbar, circle and mouldboard area, which is important both from a safety and operational perspective. The joystick controls are designed to ensure that better ergonomics is achieved for the operators and for ease of multi-skilling new drivers.

Council grader operator Errol Austin who's grader is being replaced operated both graders before showing his preference for the Caterpillar 12M and offered the following points of view.

- Front axle well designed, built stronger with better steering stops.
- Cabin has excellent vision of the blade and circle with very good access.
- Operation of the hydraulics with the joy stick controls combined with the ability to feather the hydraulics far better than envisaged.

The existing Caterpillar 12H Grader (Plant No.P00104) was offered as trade. The trade price offered by each supplier was \$115,000 and \$95,000 respectively. Historically, Council has been able to realise a much higher sale price for graders when taken to auction, with a realistic price for a Caterpillar 12H Motor Grader being \$130,000 to \$135,000. Consequently, it is considered appropriate that Council dispose of the existing grader via auction to ensure that the best possible sale price can be realised.

Whilst the difference between both graders offered by suppliers is relatively minor, it is considered that the Caterpillar 12M offers better environmental credentials, has better sight lines for enhanced operator safety, is slightly cheaper to purchase than the John Deere 670GP with after hours service and parts readily available. For this reason, it will be a recommendation to Council that the Caterpillar 12M Motor Grader be purchased.

Budget Implications

Council's Plant Replacement Program for 2014/2015 has made provision for the replacement of one motor grader being a Caterpillar 12H Grader (Plant No P00104). A net changeover amount of \$210,000 (excluding GST) has been budgeted in the Plant Replacement Program.

The breakdown of the costs associated with purchase of the new grader is as follows:

Purchase of new Caterpillar 12M Motor Grader	\$ 345,000
Sale of existing Caterpillar 12H Motor Grader (Auction valuation)	<u>\$ 122,700</u>
Total Net	<u>\$ 222,300</u>
2014/15 Budget Allocation	<u>\$ 210,000</u>
Budget shortfall	<u>\$ 12,300</u>

** All prices are exclusive of GST

Subject to Council endorsing the Officer recommendation to purchase the new Caterpillar 12M Motor Grader, the budget shortfall of \$12,300 as shown in the above table will be absorbed thru other savings within the 2014/2015 Plant Replacement Programme Budget.

Policy Consideration

Without safe, reliable and quality plant and equipment, it would be extremely difficult to deliver Council's annual capital works and maintenance programs and fulfil the key objectives and initiatives contained within the community, corporate and operational plan.

Community Engagement

Nil

Legislation/Local Law

The *Local Government Act 2009* (the Act) and the *Local Government (Finance, Plans and Reporting) Regulation 2010* (the Regulation) provide the legislative framework for local government procurement in Queensland. More specifically, s106 of the Act states that when entering a contract, the local government must have regard to sound contracting principles. Chapter 4, Part 3 of the Regulation outlines the process for Tendering to enter a large-sized contract (i.e., \$200,000 or more).

Options

In September this year, Council sought tenders for the supply and delivery of a new motor grader under Local Buy Contract BUS 213-5011. The new motor grader is to replace an existing Caterpillar 12H Grader (Plant No P00104).

Whilst the difference between both graders offered by suppliers is relatively minor, it is considered that the Caterpillar 12M offers better ergonomics and environmental credentials, has better sight lines for enhanced operator safety, is slightly cheaper to purchase than the John Deere 670GP, and after hours service and parts is readily available. For this reason, it will be a recommendation to Council that the Caterpillar 12M Motor Grader be purchased.

Council can


1. Award Tender 15/018 for the supply and delivery of one (1) articulated Motor Grader to Hastings Deering for the lump sum tender price of \$345,000 excluding GST; and
2. Council send the existing Caterpillar 12H Grader (Plant No P00104) to auction for sale.

Attachments

Nil

9.7 Contract No. 15/012 - Tender for the Supply & Delivery of Two (2) Tandem Drive Tip Trucks

Document Information

	Report To: General Council Meeting	
	Reporting Officer:	Meeting Date: 26 November 2014
	Fleet and Workshop Coordinator	File Ref: 23.01

Recommendation

THAT Council

1. Award Tender 15/012 for the supply and delivery of two (2) only Tandem Drive Tip Trucks to Brisbane Truck Centre for the lump sum tender price of \$460,000; and
2. Send the existing Volvo FM440 tip truck and Mack Superliner prime mover to auction for sale.

Report

This purpose of this report is to present the findings of the review of all tenders received for the supply and delivery of two Tandem Drive Tip Trucks to replace Council's existing Volvo FM440 Tip Truck (Plant No. P00069) and the Mack Superliner Prime Mover (P00019) both based in Warwick

It will be a recommendation to Council that Tender 15/012 be awarded to Brisbane Truck Centre for the lump sum tender price of \$460,000 (excluding GST) to supply and deliver two MAN TGS26-480 trucks.

In September 2014, Council sought tenders for the supply and delivery of Two Tandem Drive Tip Trucks. The new items of plant are required to replace Council's Volvo FM440 (Plant No P00069) and Mack Superliner (P00019) which need to be replaced due to their age. (All prices quoted in this report are excluding GST)

Tenders closed on 24 September 2014, with three (3) tenders received from the following companies:

- Westco Truck Sales – Mercedes Benz;
- Volvo Group Australia (through Transport Field Service) - Volvo;
- Brisbane Truck Centre - MAN;

A three person panel consisting of Brett Donovan – acting Plant Coordinator, Bob Quinnell – Stanthorpe Workshop Supervisor and Clinton Henry – acting Warwick Workshop Supervisor was setup to validate the three tenders with their findings below.

The cheapest truck offered for sale by tender that complies in all aspects with Council's specification is the Volvo FM11 – 450Hp for the Tendered price of \$221,900. Council currently has four (4) Volvo FM440, three (3) Volvo FM11 and one (1) Volvo FM13 trucks in its plant fleet. As per the attached Summary price tables (Excluding GST and Local Preference), the Volvo FM11 is the cheapest option.

However Council is still having problems with Volvo over their after sales service, parts and warranty which has been less than satisfactory. Some of the problems experienced over time have been:

- Failure to notify Council of recalls and updates to the truck computer systems;
- Constant electrical switch and sensor problems;
- General reliability problems that continue to frustrate council's workshop staff and operators;

Enquiries were made into the pricing of parts from MAN and Volvo. The following table shows the cost of parts for each truck.

	MAN TGS 26-480	Volvo FM11 450
Turbo	\$1,342	\$5,488 (Exchange)
Alternator	\$630	\$1,178
Starter Motor	\$785	\$1,320
Injectors	\$575	\$1,020
Water Pump	\$368	\$650
Radiator	\$1,520	\$1,542
Brakes	\$240	\$286 per axle

The second cheapest truck offered for sale by tender and which exceeds all of Council's specifications is the MAN TGS 26-480 offered by Brisbane Truck Centre for the tendered price of \$230,000.

Council purchased a MAN TGS 26-480 from the last Tandem Drive truck tender which arrived in June 2014. This truck has so far proved to be very reliable even though it has only travelled around 25,000Km. Over all Council's truck operators have been very happy with the MAN however one of the main issues raised has been the larger turning circle compared to the Volvo trucks. This is mainly because the MAN has a 4.2 metre wheel base compared to the Volvo's 3.9 metre. All of Council's "Tandem Drive Truck Tenders" now specify a 4.2 metre wheel base so that Council's Felco water tanks can be fitted without exceeding the maximum overhang allowed by Queensland Transport.

It has been found that Councils existing diagnostic analyser for trouble shooting the trucks onboard computer system can be used on the MAN so there is no extra tooling required for the new plant. In addition, serviceability of the engine is excellent (there is plenty of room to change filters etc). A Council operator involved in the assessment indicated that the cabin size, steering, ride ability, and engine power was excellent.

The MAN warranty is also considered much better than the Volvo with the details listed below.

- MAN - 2 year/450,000km full warranty plus 4 years 600,000km Driveline
- Volvo - 1 year full warranty plus 3 years 800,000Km Driveline

Another factor in favour of the MAN is the 16 week delivery time as against 24 weeks for the Volvo.

Based on the above assessment, it is considered that the MAN TGS26-480 is superior to the Volvo FM11-450 for this tender. On this basis, it will be a recommendation to Council that the MAN TGS26-480 be purchased as the plant item of choice and reliability.

The Mercedes Benz 2648 LS is the dearest of the trucks offered and was not considered further because it does not offer anything extra in specifications or features for this tender.

Budget Implications

Council has made provision for the replacement of the Volvo truck with a net changeover of \$160,000 and the Mack with a net changeover of \$165,000 in the 2014/2015 Plant Replacement Program.

The table below is considered the best option available to Council for disposing of the trades. As valuations are much higher than the offer from Brisbane Truck Centre.

The purchase of two (2) MAN TGS 26-480 trucks using the Auction Valuations for the trades is shown in the tables below:

TO REPLACE – P00069 (Volvo)	Cost (\$)
Purchase Price (Ex GST)	\$230,000
Sale by Auction (Estimate)	\$ 77,300
Net Cost to Council	\$152,700

TO REPLACE – P00019 (Mack)	Cost (\$)
Purchase Price (Ex GST)	\$230,000
Sale by Auction (Estimate)	\$ 68,200
Net Cost to Council	\$161,800

Total Cost to Council - \$314,500

With the total cost to Council of \$314,500 to purchase two MAN trucks being \$10,500 under the 2014/15 Plant Budget, we believe the MAN to be a better viable alternative to Council for the reasons outlined above .

Policy Consideration

Without safe, reliable and quality plant and equipment, it would be extremely difficult to deliver Council's annual capital works and maintenance programs and fulfil the key objectives and initiatives contained within the community, corporate and operational plan.

Community Engagement

Nil

Legislation/Local Law

The *Local Government Act 2009* (the Act) and the *Local Government (Finance, Plans and Reporting) Regulation 2010* (the Regulation) provide the legislative framework for local government procurement in Queensland. More specifically, s106 of the Act states that when entering a contract, the local government must have regard to sound contracting principles. Chapter 4, Part 3 of the Regulation outlines the process for Tendering to enter a large-sized contract (i.e. \$200,000 or more).

Options

In September 2014, Council sought tenders for the supply and delivery of two Tandem Drive Tip Trucks. The new plant is required to replace Council's Volvo FM440 Truck (Plant No P00069) and Mack Superliner (P00019) which need to be replaced due to their age.

Following the review of all tenders received, it is recommended that the tender from Brisbane Truck Centre be accepted for the lump sum tender price of \$460,000 (excluding GST) to supply and deliver two MAN TGS26-480 tip trucks.

Council can:


1. Award Tender 15/012 for the supply and delivery of two (2) only Tandem Drive Tip Trucks to Brisbane Truck Centre for the lump sum tender price of \$460,000; and
2. Council send the existing Volvo FM440 tip truck and Mack Superliner prime mover to auction for sale.

Attachments

Nil

9.8 Results of Fluoridation Survey

Document Information

 Southern Downs REGIONAL COUNCIL	Report To: General Council Meeting	
	Reporting Officer:	Meeting Date: 26 November 2014
	Director Engineering Services	File Ref: 32.99

Recommendation

THAT Council accepts the report and that it considers the survey to be invalid as per Clause 9.2.3 of the minutes of the General Meeting of Council held on 25 June 2014.

Report

Council received a petition from the Save our Shire Group at the General Meeting held on 26 March 2014 to remove fluoridation from the water treatment process. Council resolved to survey all water customers (as defined by receiving a water consumption rates notice) to determine if they wished for fluoridation to be continued, or for it to be discontinued. The surveys were sent out with the recent rate notices.

The results are as follows:

	Warwick*	Stanthorpe
Total Surveys Sent	6,588	2,351
50% Required	3,294	1,175
Actual Number Received	1,662 (25.2%)	742 (31.6%)
Yes (To Continue)	587 (35.3%)	221 (29.8%)
No (To Discontinue)	1,071 (64.7%)	520 (70.2%)
Invalid	4	1

*includes Yangan and Allora water customers

The criteria for the assessment of the fluoride survey were adopted at the General Meeting of Council held on 25 June 2014. They are as follows:

9.2 Public Consultation on the Public's View on Fluoridation

Resolution

Moved Cr C Gow

Seconded Cr R Bartley

THAT:-

1. Council send a survey to every Warwick and Stanthorpe Water Treatment Plant water connection ratepayer.
2. The ratepayer be asked to respond to either:
 - a. They wish fluoridation to continue;
 - b. They wish fluoridation to be removed from the water supply other than naturally occurring fluoride.
3. Council consider a return of more than 50% is required to be a valid survey.
4. Council will discontinue fluoridation if more than 50% of returns from either of the Warwick or Stanthorpe Water Treatment Plant water connection ratepayers wish for fluoridation to be removed from that Water Treatment Plant.

9.2.1 Fluoride Survey

Resolution

Moved Cr J Mackenzie

Seconded Cr V Pennisi

THAT item 3 in Agenda Item 9.2 be amended to read:-

4. *Council will discontinue fluoridation if more than 50% of returns from either of the Warwick or Stanthorpe Water Treatment Plant water connection ratepayers wish for fluoridation to be removed from that Water Treatment Plant.*

Carried

A return of 50% of the surveys was not received. In accordance with resolution 9.2.3 the survey is not valid.

Budget Implications

The approximate cost of the survey was \$10,000.00.

Policy Consideration

Nil

Community Engagement

The survey was sent with all water consumption rate notices. A total return of 26.9% was received. The split by water origins of the returns was Warwick (25.2%) and Stanthorpe (31.6%).

Legislation/Local Law

If Council chooses to discontinue fluoridating the water supply, Council must give three months notice before ceasing fluoridation. Under Section 13 of the Act Council would need to advise the Chief Executive (of the Act) and publish a notice in the newspaper circulating in the area serviced by the water supply.

Options


Council should accept the survey result as invalid as per the resolution of the General Meeting held on 25 June 2014.

Attachments

Nil

9.9 Customer Service Standards - Water & Wastewater

Document Information

 Southern Downs REGIONAL COUNCIL	Report To: General Council Meeting	
	Reporting Officer:	Meeting Date: 26 November 2014
	Manager Water & Waste Water	File Ref: 32.89/32.92

Recommendation

THAT Council notes the draft customer service standards for water and wastewater and expects a final version for consideration at the General Council meeting in December 2014.

Report

Council is required by the Water Supply (Safety and Reliability) Act 2008 to have Customer Service Standards (CSS) to ensure customers who do not have a contract with Council for the supply of registered services are protected by standards related to the service/s. The CSS are required to be with the regulator by 31 December 2014.

A step by step process on how to achieve CSS requirement provided by the Department of Energy and Water Supply (DEWS), is summarised below:

- | | | |
|------|--------------------------------------|---|
| i. | Proposed customer service standards: | Completed. Refer to attachments. |
| ii. | Consultation: | This is the next step |
| iii. | Final Customer Services standard: | Coming to Council in December 2014 |
| iv. | Review: | To be carried out at least every 5 years. |

Council has an existing Customer Service Charter (CSC), copy attached, that includes water and wastewater services. The CSC along with the Review of Performance Reporting framework developed by DEWS formed a basis for the new measures and targets.

The biggest changes include:

- Inserting new measures and removing less relevant measures
- Reviewing and updating the target measures, and
- Specifying assessment times as well as the times required to implement a solution to an activity or request.

It should be noted that:

- The measures should be appropriate and relevant to ensure business performance measurement and improvements
- The measures should have stretch but achievable targets
- While the targets are voluntary they will be reported once they are adopted and are also checked against industry benchmarks for utilities of a similar size (a.k.a. competition by comparison)
- Higher level targets can be set and achieved at greater expense. For example setting a target of 100% response times to unplanned incidents could require that Council employs water and wastewater crews to be regularly on standby to respond if and when an incident occurs. As a result, a balance and trade off is required between higher target measures and the required cost to meet the expected higher standards.

The new CSS is not expected to have significant impact on the current day to day activities of our work crews.

However, some changes are expected in relation to the following:

- The water & wastewater crews will start to regularly measure service activities against the agreed targets
- There will be regular reporting to Council about team performance against the target measures
- The new CSS will help identify opportunities for improvements related to the measures, the targets, as well as process and work procedure improvements
- Systems such as Merit will be adapted to provide the appropriate metrics.

Budget Implications

Nil

The other costs will be covered through existing operational budgets for time spent by staff in preparing, reviewing and finalising the customer service standards as well as using “Bang the Table” – at a fixed cost to Council.

Policy Consideration

Nil

Community Engagement

The community will be engaged through “Bang the Table” survey process for two weeks between Monday 17 November and Friday 5 December 2014. In addition to this, the community will be informed of this survey through the Council news pages.

Legislation/Local Law

The Water Supply (Safety and Reliability) Act 2008 requires Council to have Customer Service Standards (CSS) to ensure customers who do not have a contract with Council for the supply of registered services are protected by standards related to the service/s.

Options

The following options were considered:

- Do nothing – this is considered not to be a viable option
- Review and update of the water and wastewater customer service standards

Attachments

1. Draft Technical Levels of Service - Water [View](#)
2. Draft Technical Levels of Service - Wastewater [View](#)
3. Draft Support Processes - Water & Wastewater Customer Services Standards [View](#)

WATER				
Service Attribute	Technical Level of Standard (LOS)	Target Measure	Simple view of Target Measure	Comments
Availability	Incidents of unplanned interruptions - water (No. per 1,000 connections per year)	<10	100 incidents	Equivalent to about 2 / week @ about 18,000 connections
	Average duration of an unplanned water interruption (minutes)	120	same	
	Response time to all incidents	80% of sat times	same	Refer to response times
	Time for restoration of services - unplanned	80% of sat times	same	Refer to response times
	Minimum water pressure at any day	80% of assessed services at >220 kPa (or 22 m) static head	same	
	Water available for fire fighting (% of tested valves and hydrants operational)	98%	same	
Reliability	Water main breaks (per 100km of water main)	<15	70 breaks	Equivalent to about 1.5 breaks / week @ 100km of pipelines
Quality	Drinking water quality complaints (No. per 1,000 connections per year)	<20	200	Equivalent to about 4 / week
	Water service complaints (No. per 1,000 connections per year)	<10	100	Equivalent to about 2 / week
	Compliance with Australian Drinking Water Guidelines (physical/chemical health requirements only)	100%	same	
Sustainability	Infrastructure leak index	<8.0	same	Achieve of current sustainable natural resource losses
	Real losses (L/connection/d)	50	182.5ML losses	Equivalent to 1 month supply to Warwick
	Real losses (L/km watermain / d)	1.08	182.5 ML losses	Equivalent to 1 month supply to Warwick
RESPONSE TIMES				
Water Service Type		Assessment time	Fix Time (Temporary/ Permanent)	
Burst - Watermain		1 hour	4 hours	
Leak - Watermain leak		4 hour	5 days	
Leak - Service		1 day	10 days - Council side ; private side up to customer	
Water quality issue / complaint (colour, taste, odour)		4 hours	Assessment only - solution will depend on issue	
Inadequate water pressure		1 day	Assessment only - solution will depend on issue	
Testing - water pressure and flow		2 days	10 days after payment	
Faulty water meter & meter re-reads		2 days	10 days	
Urgent water meter reads e.g. Property Transfers		2 days	3 days	
Faulty stop tap		1 day	2 days	
Faulty - other		2 days	Assessment only - solution will depend on issue	
New or replacement water service & meter		5 days	25 days after payment	

WASTEWATER				
Service Attribute	Technical Level of Standard (LOS)	Target Measure	Simple view of Target Measure	Comments
Availability	Program to repair replacement incidents	98% of cost from	same	Rule is program term
	Time for restoration of replacement services	90% of normal	same	Rule is program term
Reliability	Water leaks and drips (#per 1000 hrs of wastewater main per year)	40	132 leaks	Equivalent to 2.6 leaks / week @ 392 km of pipeline
	Service connection leaks and drips (#per 1000 connections per year)	20	173 leaks	Equivalent to 3.3 leaks / week @ 519 connections
	Total all water leaks (quantity in ML per year)	15,000 ML	same	Equivalent to 4.5 days of discharging of treated wastewater in the region @ 3,300 ML day
	Dry weather spills (quantity in ML per year and % of treated wastewater)	3,000 ML	same	Equivalent to 0.9 days of discharging of treated wastewater in the region
Quality	Total service complaints (#/yr. per 1,000 connections per year)	15	150 complaints	Equivalent to 2.5 complaints / week
	Other complaints (#/yr. per 1,000 connections per year)	8	82 complaints	Equivalent to 1.3 complaints / week
	Billing and account complaints (#/yr. per 1,000 connections per year)	8	82 complaints	Equivalent to 1.3 complaints / week
	Lab tests; Water samples (#/yr. samples collected per year compared to the service specification)	400	same	
	Lab tests; Quality of samples (% of samples submitted that met the collection time and the position)	90%	same	
	Lab tests; Compliance with local government standards	90%	same	
Sustainability	Compliance with Environmental Regulation	0	same	
RESPONSE TIMES				
Wastewater Service Type		Assessment time	Fix Time (Temporary / Permanent)	
Spills / overflows		1 hr	4 hr	
Water / service connection leaks and drips		4 hr	8 hr	
Pump station failure		2 hr	Assessment only - solution will depend on issue	
Broken or damaged manhole		4 hr	8 hr	
Odour		1 day	Assessment only - solution will depend on issue	
New or replace water service		6 days	25 days after payment	

SUPPORTING PROCESSES -WATER AND WASTEWATER CUSTOMER SERVICE

STANDARDS

SERVICE CONNECTIONS

If a person wishes to apply for a water supply or wastewater service connection, an application on the prescribed form "*Application for Water or Sewer Service*" must be submitted to Council.

<http://www.sdrc.qld.gov.au/content/Document/Forms/Application%20for%20Water%20or%20Sewer%20Services.pdf>

[Forms - Southern Downs Regional Council](#)

Service connections will be approved if:

- A water reticulation main or gravity wastewater main (as appropriate) is available to the property; e.g. trunk systems should not be connected to.
- The sewer is capable of transporting the sewage away from the property.
- Customers have been paying and are up to date with the applicable vacant access charges.

Installation of a new water or wastewater service connection will usually take place within timeframes specified in the Water & Wastewater Technical Levels of Service specifications.

Refer to the SDRC General Fees and Charges schedule for information regarding fees and charges for water and wastewater service connections.

Enquiries

Further information regarding service connections is available from the Council's Building Department at one of the council offices

- Warwick - 64 Fitzroy Street, Warwick
- Allora Library - Herbert Street, Allora
- Stanthorpe - 61 Marsh Street, Stanthorpe

METERING

There are two types of water charges: access (fixed) and consumption (variable). Refer to billing section for access charges.

Water consumption charges are based on the quantity of water consumed through the meter. To ensure the equity of charges, a water meter is required for all properties connected to the reticulation supply. In some instances a number of consumers are serviced by one meter.

Water consumption charges are billed bi-annually after the meters are read in March and September each year.

Many water meters are installed within the road reserve and are therefore easily accessible to reach. Where water meter are located within the property boundary, Council will contact the owner to arrange a suitable time to check the meter.

Special Meter Read - For a fee, a customer may request a special meter reading. This reading will be done for information purposes only. No interim water charge will be levied.

Faulty Meter - If a customer considers the water meter is faulty, the customer can request Council to test the meter. A fee is applicable for this service. If the meter fails to meet Council's standards the fee will be refunded and the meter will be either repaired or replaced.

Meter Reading Error - If a customer considers that there is an error with their meter reading, Council encourages the occupants to take a reading themselves in the first instance and advise Council of the reading. Council will then evaluate this information and may recheck the meter. If there is indeed an error with the meter reading Council will adjust the Water Notice. No fee applies to check a meter reading.

Refer to the SDRC General Fees and Charges schedule for information regarding fees and charges for water services.

Enquiries

Enquiries relating to water meters may be directed to Council's Community Contact Support Team on 1300 My SDRC (1300 697 372) where customers will be transferred to the appropriate Council Officer.

BILLING

Council applies a two part water tariff for property owners consisting of:

- Access charge: i.e. fixed charge each year depending on size of meter connection
- Consumption charge: i.e. based on volumetric water use measured through meter readings.

Refer to the metering section for water consumption details.

Water access charges are billed annually with the Rates Notice & are based on the size of the water meter serving the property. Vacant properties capable of being connected to the town water supply (i.e. within 100m of a water main) are charged a 20mm access charge.

When water and wastewater access charges or water consumptions charges are due the property owner will receive written notice. A discount applies for accounts paid by due date.

Water access and wastewater access charges are issued on an annual basis within the Rates Notice. However, Council can apply wastewater access charges to properties through the year as well through a supplementary rates notice. Council issues 4 supplementary rates notices every year. The supplementary rates can be issued in the following circumstances:

- Where a building final is done, wastewater access charges will be applied to the property from the date the building final was completed.
- When a review is carried out and Council finds that the customer is not paying the correct wastewater access charges.

Wastewater Charges

All customers within our wastewater schemes only pay one tariff, the access charge. The wastewater access charge applies to each lot (up to a maximum of 6 lots) that is within 100m of the wastewater main and can be connected to the wastewater system.

Commercial properties pay by number of pedestals. Where there is a vacant block of land and this land is within 100m of the wastewater main then commercial properties are required to pay for a vacant wastewater access charge as well.

Vacant Wastewater Access Charges (VWWAC) – Different proportions (50%, 75%, and 100%) of VWWAC apply to the different wastewater schemes. Refer to the **Revenue Statement** for the VWWAC that applies to each scheme e.g. Rosenthal and Stanthorpe have 100%; Warwick and Killarney are based on 75% and Wallangarra's CED is 50% of the connected charge.

Septic Disposal Arrangements – Council has a historic agreement to empty septic tanks at regular intervals (around 5 years) at no additional charge for customers in the Wallangarra and Stanthorpe areas.

Details of charges, discounts and pension rebates are supplied in **Council's Information Guide or Revenue Statement**.

- **Basis for bill** - Meter reading estimation – Water Notices are never issued based on an estimated reading. We only bill for actual readings obtained from the meter (actual consumption recorded). If a reading cannot be obtained or there is an issue that cannot be addressed prior to the issue of the notice, we generally ignore these readings and a notice is not generated.
- **Time between reading/estimation and forwarding of bill** - Council allows a maximum of 6 weeks from the commencement of the meter readings to the notices hitting the mail boxes. The contract meter readers have only 4 weeks to read meters and council allow 2 weeks for re-reads, corrections, creating the file and sending the information to the printers for printing and distribution.
- **Charging regime – metered and unmetered; fixed and usage charges** – Council only bill metered charges on the Water Notices biannually. Fixed Water Access Charges are billed to the property on their annual rates notice.
- **Billing cycle – when and how bills are sent** – The water file is extracted at the beginning of April and the beginning of October every year. The Water Notices are generally issued mid-month in April and October. Water Notices are generally sent as paper bills however Council now has a new option called BPAY View where property owners who sign up to the service receive their bills electronically. Customers who sign up for BPAY View will not receive the inserts that are included with the paper bills.
- **Information on the bill** – The following information is recorded on the Water notices – Property owners name and postal address, property number, billing number, issue date, property address, legal description, meter ID, previous reading date, previous reading, current reading date, current reading, usage, current water restrictions, comparison graphs for daily usage and past periods usage, Gross amount owing, discount, net amount owing, due date, Biller codes and reference numbers for BPAY and POST Billpay. On the back of the notice there is also information on methods of payment, the discount, interest, change of address and also an area to pay by Credit Card and also to change your address.
- **Under- and over-charging** – Council takes all possible precautions to issue Water Notices correctly. If an error is brought to its attention, Council will undertake all methods to check the error and make amendments/adjustments where required.

- **Final accounts if moving house** – Council does not do special mid-period water notices. It is up to the solicitors (if a sale situation) or real estate agents (if a rental situation) to undertake the relevant meter reads/pro rata adjustments.

Enquiries

Enquiries relating to water meters may be directed to Council's Community Contact Support Team on 1300 My SDRC (1300 697 372) where customers will be transferred to the appropriate Council Officer.

CUSTOMER CONSULTATION

For planned interruptions

- Council will provide a minimum of 48 hours notice to its customers before any planned interruptions to water and wastewater services. This will usually take the form of hand delivered letter or newspaper notice.
- For large scale planned interruptions an additional 3 days notice will be provided to ensure adequate coverage through other media such as newspaper articles, facebook, internet or radio. Critical customers will be verbally notified.
- Timeframe for interruption may be different to the estimated completion time, allow 1 hour either side of start/end time.
- The notice will clearly identify the type of interruption expected e.g. complete water loss or possible reduction of supply and include contact details of Council and appropriate site officer who will address any issues arising from the activity.

For unplanned interruptions

- Council will only consult customers for unplanned interruptions (emergency works), if deemed appropriate at the time.

Property Owners will receive a summary of Council's Customer Service Standards (CSS) for Water Supply and Wastewater services at least once each year at a time corresponding with the billing cycle. A detailed version of the Water & Wastewater CSS is available. Refer to enquiries section on how this could be obtained.

Enquiries

Enquiries relating to service difficulties, emergencies, account and general enquiries may be directed to Council's Community Contact Support Team on 1300 My SDRC (1300 697 372) where customers will be transferred to the appropriate Council Officer.

COMPLAINTS


Where a person is dissatisfied with Council's water supply and wastewater services they can lodge a complaint and the complaint will be investigated according to Council's Complaints Policy.

Customers can lodge a complaint using any of the following:

- In writing and addressed to:
Chief Executive Officer
PO Box 26
WARWICK QLD 4370
- In writing using the Complaints form available on Council's website
<http://www.southerndowns.qld.gov.au> or at one of Council's Customer Service Counters
- By telephone – contact Southern Downs Regional Council Customer Contact Centre – 1300MY SDRC (1300 697 372)
- Via Email – mail@southerndowns.qld.gov.au
- Via Fax – 07 4661 0333
- In person at one of the Customer Service Counters at:
 - Warwick - 64 Fitzroy Street, Warwick
 - Allora Library - Herbert Street, Allora
 - Stanthorpe - 61 Marsh Street, Stanthorpe

9.10 Allora Water Supply Bores

Document Information

	Report To: General Council Meeting	
	Reporting Officer:	Meeting Date: 26 November 2014
	Manager Water & Waste Water	File Ref: 32.60

Recommendation

THAT Council provides Engineering Services with its preferred direction regarding the future of the Allora Water Supply Bores.

Report

The recent completion and commissioning of the Allora Water Supply project calls into the question the future of the bores that used to supply Allora.

The bores have reliably met the demand of up to 0.4ML/day (146 ML/yr) of water supply to Allora for a long time.

A number of potential customers have enquired about the availability of water from the bores including potential uses for:

- i. Dust suppression by Grainx
- ii. Watering of the golf course in Allora by the Allora Sports Club
- iii. Farming – request for access to the water allocation by one farmer.

Grainx is currently using town water for dust suppression which is both expensive and not the best use of the town water. Indicative quantities are 20,000L / day (2 times per day x 10,000L truck) for 5 days a week equating to 5.2 ML per year.

The golf course requires bore supplies to supplement their water extraction allocations from Dalrymple Creek. Quantities required from the bore could amount up to 5ML each year. However, this quantity will be seasonal and likely to be required only after the golf course has used up its annual allocation from Dalrymple Creek first.

Supply for Grainx would require a bulk supply point (or stand pipe) which could also be accessed by other customers. Supply to the Golf Course would require reconfiguration of the water supply network. However, the main pipe, which used to supply the town from the bores, is already in place.

Uses by Grainx and Golf Course would imply that Council keeps the bores and pumping systems in good working order indefinitely. The bore supply could also be an additional source for fire fighting purposes.

The water access option would mean a complete transfer of both the water use rights and equipment (if required) to a different entity (farmer).

Budget Implications

Nil

Budget implications will be detailed once a direction is given

Policy Consideration

Nil

Community Engagement

The community engagement to date extends to the discussions held with the three parties identified above. Further community engagement may be required depending on the direction adopted.

Legislation/Local Law

The following relevant legislation or regulations apply:

- Water Supply (Safety and Reliability) Act 2008
- Water Act 2000
- Water Supply Regulations

Options

The following options are available:

- Keep bores operational and in Council control indefinitely and provide bore water to customers (golf course, Grainx etc).
- Keep water supply rights and appropriately decommission bores to reduce contamination of the water supply.
- Transfer the water supply rights and relevant equipment to a willing buyer


Attachments

Nil

10. PLANNING & ENVIRONMENT DEPARTMENT REPORTS

10.1 Amendment to the Local Heritage Register

Document Information

	Report To: General Council Meeting	
	Reporting Officer:	Meeting Date: 26 November 2014
	Principal Town Planner	File Ref: 18.04.01

Recommendation

THAT Council:-

- A. Determine whether the place at 96 High Street, Stanthorpe, is a place of cultural heritage significance; and
- B. If satisfied, the place at 96 High Street, Stanthorpe, is no longer a place of cultural heritage significance, Council remove the place from the Local Heritage Register.

Report

Following a request from the landowner, Council at its meeting on 24 September 2014 proposed to remove 96 High Street, Stanthorpe, from the Local Heritage Register. This place is included in the Cultural Heritage Study as it was the residence and surgery of Doctor Ronald Dark.

This place was considered significant due to its:

- historical value as a good representative local example of an inter-war house in the Californian Bungalow style
- historical value as a rare surviving example of a combined doctor's surgery and residence.

The owner wrote to Council requesting the removal of the place from the register. The owner claims that the place has no heritage significance for the following reasons:

- the building was in a poor state when he purchased it;
- it was used as a residence only for many years;
- the Californian bungalow style is not rare;
- there is no important builder or architect associated with the building;
- though the building was used as a residence for "a few" doctors, there is nothing to suggest that the building was used as a doctor's surgery; and
- the alterations carried out by the current owner mean that it is no long a typical inter-war house, or Californian bungalow style.

Submissions

Under the *Queensland Heritage Act*, a proposal to remove a place from the register is required to undergo a 20 business day public notification period, and the owner of the place is to be advised in writing. The proposed amendments to the register underwent public notification from 1 October

2014 to 31 October 2014. Any submissions received by Council must be considered before deciding whether to proceed with removing a place from the register.

One submission was received to the proposal to remove the place from the register. The submitter objects to the removal of the place from the register on the basis that the place is of cultural heritage significance for the reasons listing in the register, i.e. it is a good example of an inter-war house in the Californian Bungalow style, and for being a rare example of a combined doctor's surgery and residence. **A copy of this submission has been forwarded separately to Councillors.**

Process to remove a place from the register

Amendments to the Local Heritage Register may only proceed in accordance with the *Queensland Heritage Act*. If Council is satisfied a place is no longer a place of cultural heritage significance, it may remove the place from its register. If Council decides to remove a place from its register, notice must be given to the owner of the place and any other person who made a submission.

Budget Implications

Nil

Policy Consideration

Corporate Plan

1.6 Continue to record and protect all significant heritage and cultural sites and structures.

Operational Plan

Review and update the Local Heritage Register.

Community Engagement

Public consultation of the proposal to remove the place from the register was conducted in accordance with the *Queensland Heritage Act*. Notices were placed in the Warwick Daily News and the Border Post, and a letter was sent to the owner of the place. The public notification period ended on 31 October 2014.

Legislation/Local Law

Queensland Heritage Act
Local Heritage Register

Options

Council has the following options in regards to this matter:


1. Determine the place is a place of cultural heritage significance and is to be retained on the Local Heritage Register; or
2. Determine the place is not place of cultural heritage significance and remove the place from the Local Heritage Register.

Attachments

1. Submission objecting to removal of 96 High Street, Stanthorpe, from Local Heritage Register (Excluded from agenda - Provided under separate cover)[View](#)

10.2 Condamine Catchment Natural Resource Management Plan 2015

Document Information

 Southern Downs REGIONAL COUNCIL	Report To: General Council Meeting	
	Reporting Officer:	Meeting Date: 26 November 2014
	Principal Town Planner	File Ref: 11.12.01

Recommendation

THAT Council agrees to be a signatory to the Condamine Catchment Natural Resource Management Plan 2015.

Report

A report was presented to the September 2014 Council meeting in relation to a request from Condamine Alliance for Council to be a signatory to the Condamine Catchment Natural Resource Management Plan 2015. At that meeting Council resolved that "the matter lay on the table until receipt of the proposed Condamine Catchment Natural Resource Management Plan 2015".

The draft plan has now been released. The draft plan is available online and is interactive. Councillors were emailed the website for the draft plan on 29 October 2014.

The purpose and scope of the plan are as follows:

This Plan provides an integrated framework for the future sustainable management of natural resources in the Condamine catchment.

It achieves this by:

- *Reviewing the current state of natural resources in the catchment, with consideration of socio-economic impacts*
- *Identifying and prioritising the issues*
- *Identifying the underlying processes causing the issues*
- *Ensuring stakeholder engagement in the Plan's development and future involvement in its implementation*
- *Identifying opportunities for better management of the issues*
- *Establishing a structure of targets and actions to guide the catchment community to better NRM outcomes for the future*
- *Providing a basis for strategic regional investment to guide future investment priorities for a range of NRM stakeholders*
- *Establishing a framework for assessment and review of the NRM plan, investment priorities and their outcomes*
- *Providing a living reference for catchment stakeholders to use as a compass: guiding collective action and regularly updated to keep us all on track*

The Plan integrates people, water, land and wildlife conservation themes with a series of overarching principles to provide an integrated and inclusive approach to managing the catchment. It encourages all stakeholders across the catchment to work together to achieve a more sustainable and profitable future and to set a precedent for future generations to do the same. The Plan is intended to be a living document that is updated as required over time as new information becomes available and progress is made. This will allow for more rapid response to emerging issues and will maintain the currency and relevance of the Plan for the catchment community.

Council was a signatory to the 2010 plan, and Condamine Alliance has requested Council to be a signatory to the new plan.

The forward to the new plan is expected to be similar to that of the 2010 plan which stated as follows:

We, the undersigned commend the consultative process that was undertaken to develop the NRM Plan and support the priorities and targets within. The NRM Plan gives future investors confidence in achieving results that will have a lasting legacy and we look forward to working in partnership with other stakeholders to deliver the Plan's outcomes.

Being a signatory to the plan does not commit Council to undertake or contribute towards any Condamine Alliance or catchment projects.

Budget Implications

Nil

Policy Consideration

Corporate Plan

6.5 Protect the natural environment of reserves under Council control via strategic natural resource management

Community Engagement

Representatives of various community groups and industries have been involved in the advisory group working on the review of the plan. Throughout the review members of the public have been able to provide comments through the Condamine Alliance website.

The draft plan was released for public consultation on 23 October 2014 with submissions to be received by 5 December 2014. There is a stakeholders' briefing scheduled for 9.30-10.30am, Thursday, 27 November 2014, at the Redbacks Function Room, Jackie Howe Drive, Warwick.

Legislation/Local Law

Nil

Options

Council has the following options in regards to this matter:


1. Agree to be a signatory to the Condamine Catchment Natural Resource Management Plan 2015; or
2. Decide not to be a signatory the Condamine Catchment Natural Resource Management Plan 2015.

Attachments

Nil

10.3 Draft Planning and Development Bill 2014 (Qld)

Document Information

 Southern Downs REGIONAL COUNCIL	Report To: General Council Meeting	
	Reporting Officer:	Meeting Date: 26 November 2014
	Principal Town Planner	File Ref: 18.05

Recommendation

THAT Council receive the report in relation to the Draft Planning and Development Bill (Qld).

Report

The State Government has released a draft version of the Planning and Development Bill 2014 (Qld) which, when commenced, will repeal the *Sustainable Planning Act 2009* and introduce a new planning and development framework in Queensland.

The size of the legislation has been significantly reduced, from more than 700 pages in the SPA to 250 pages in the draft Bill, however much of the necessary detail is to be relocated to a regulation or other instrument.

The major changes proposed in the draft Bill are outlined below.

Categories of Development

The draft Bill proposes changes to the categories of development currently prescribed by the SPA. The new categories and how they generally correspond to the current categories under SPA are shown in the table below:

SPA	Draft PD Bill
Exempt development	Accepted development
Self-assessable development	To the extent the development complies with all applicable codes, accepted development. Otherwise, assessable development.
Compliance assessable development	Standard assessable development
Code assessable development	
Impact assessable development	Merit assessable development
Prohibited development	Prohibited development

The categories of 'standard assessment' and 'merit assessment' generally correspond to the current categories of 'code assessment' and 'impact assessment' respectively. The 'standard' category is intended to enable faster and more straightforward assessment against identified assessment benchmarks (e.g. codes), and the 'merit' category assesses projects with the potential for greater impacts. If a development application requiring standard assessment complies with the assessment benchmarks, it must be approved.

Currently, unless otherwise specifically identified in a planning instrument, the default level of assessment is impact assessment. The draft Bill changes this such that all development is 'accepted development' unless otherwise specified.

Only development applications subject to merit assessment can be required to undergo public notification (as is the case under the SPA). However, unlike impact assessment under the SPA, public notification is not required for all merit assessable development. Instead, a 'categorising instrument' (i.e. a regulation, planning scheme, temporary local planning instrument or variation approval) may require public notification for certain types of development. Where public notification is required, any person who makes a submission will have a right of appeal, as is currently the case with the SPA.

Exemption Certificate

The draft Bill proposes that assessment managers may issue 'exemption certificates' stating a development approval is not required for assessable development if:

- each applicable referral agency has agreed in writing to the exemption certificate being given; and
- the effect of the development are minor or inconsequential; or
- the circumstances under which the development was categorised as assessable development no longer apply; or
- the development was categorised as assessable development in error.

Relevant Periods

The draft Bill proposes changes to the relevant period provisions to remove the confusing 'roll-forward' provisions of the SPA. The draft Bill changes the terminology from 'relevant period' back to the previously used term of 'currency period', and the lapsing period for development approvals will be as follows:

- for a material change of use – six years;
- for reconfiguring of a lot – four years; and
- for any other development – two years.

Currently the default relevant period for a material change of use and reconfiguring a lot (involving operational works) is four years, with this period being extended (i.e. rolled-forward) if an application for a related approval (e.g. building, operational works) is submitted within two years of the original approval. Therefore, the proposed lapsing periods are not substantially different from the current timeframes under SPA.

Between three and six months before a development approval is due to expire, the assessment manager is required to notify the applicant and owner of the relevant land that the development approval is due to lapse. If that notice is not given within the required period, the development approval does not lapse until three months after the notice is given. This provision has generated substantial objection from local governments as the development application process is an applicant-driven process. This requirement may be removed from the final bill.

Alternate Assessment Manager

The draft Bill makes provision for assessment managers to maintain a list of other appropriately qualified entities to act as assessment manager for specific development.

Owner's Consent

The draft Bill still required owner's consent to be provided for applications for material change of use and reconfiguring a lot. However, an assessment manager may decide to accept an application as being properly made without the owner's consent, but a development approval can only be issued once owner's consent has been received.

Changes to Development Approvals

The PD Bill provides for two types of change applications:

- minor changes; and
- changes other than minor changes.

The process for making a minor change to a development approval under the draft Bill is similar to that for a permissible change under the SPA, i.e. the change will not result in 'substantially different development'.

For changes which are not minor changes, the assessment manager must assess the application under the original assessment provisions. This means that the application will be assessed as if the original application had included the change, rather than requiring a new development application to be made (public notification is however not required where the change is not a minor change only because it triggers additional referral agencies). It is unclear how it will be established when a change to a development approval can proceed under this process as opposed to requiring a new application.

State Planning Instruments

The SPA established a framework of four state planning instruments:

- State Planning Regulatory Provisions (SPRPs);
- State planning policies (SPPs);
- Regional Plans; and
- Queensland Planning Provisions (QPP).

The draft Bill retains SPPs and Regional Plans, but not SPRPs or the QPP. The key elements of the QPP (including standard planning scheme definitions) and existing SPRPs are expected to be retained in a regulation or other instrument.

The infrastructure charges framework under the draft Bill reflects the changes introduced to the SPA by the *Sustainable Planning (Infrastructure Charges) and Other Legislation Amendment Act 2014* (Qld). To replace the Adopted Infrastructure Charges State Planning Regulatory Provision, the draft Bill provides that maximum infrastructure charges may be prescribed under a regulation.

Planning and Environment Court

The Planning and Environment Court is currently established under the SPA. With the reforms, the Planning and Environment Court will be established under a separate act, i.e. the Planning and Environment Court Bill, which is similar to the current provisions relating to the Planning and Environment Court under the SPA.

Other Planning Reform Changes

The 'development assessment rules' will be contained within a regulation. The development assessment process will be referred to as Development Assessment Queensland (DAQ). Some of the proposed changes being discussed include allowing applicants to opt out of receiving an information request, changes to the public notification requirements, and imposing a timeframe for determining requests for negotiated decisions. The 35 IDAS forms will be replaced with two DAQ forms.

Budget Implications

Substantial staff time will be involved in reviewing and implementing changes to current processes to incorporate the requirements of the new act.

Policy Consideration

Corporate Plan

8.1 Review the Planning Scheme in accordance with the new Planning Act.

Operational Plan

4.13.4 Review the Southern Downs Planning Scheme and adopt amendments.

Community Engagement

The State Government conducted 18 months of selective consultation with various industry representatives. The public consultation period for the draft Bill, and the *Planning and Environment Court Bill* 2014 ended on 26 September 2014.

Legislation/Local Law

Planning and Development Bill 2014 (Qld)

Options


Not applicable

Attachments

Nil

10.4 GrainX Facility Operations

Document Information

 Southern Downs REGIONAL COUNCIL	Report To: General Council Meeting	
	Reporting Officer:	Meeting Date: 26 November 2014
	Senior Environmental Officer	File Ref: 11.15

Recommendation

THAT Council proceed with action under the *Environmental Protection Act 1994*, in the form of a Transitional Environmental Program (TEP) against GrainX for causing environmental harm.

Report

The purpose of this report is to seek direction from Council on how to proceed with action, if any, against GrainX in the course of operating a grain facility in Allora, whereby environmental harm is being caused through noise and dust nuisance.

Council has received ongoing complaints regarding environmental nuisances (noise and dust) from the activities of GrainX, operating from 20 Herbert Street, Allora. Complaints were first received from nearby residents when GrainX commenced operations in November 2011. At this time complaints were in relation to noise and dust from construction work and onsite operations. Council Officers investigated these issues and complaints were resolved to an acceptable standard. Complaints continued to be received regarding noise and dust nuisance during the day and were investigated by Council Officers. Again, at the time complaints were resolved to an acceptable standard with the Operators of GrainX committing to undertake actions to minimise nuisances. Earlier this year, Council received complaints in relation to late night (between 10pm and 2am) container deliveries and collections. After investigations, approximately 5 late night deliveries occurred due to scheduling problems and travel delays (road works/accidents) between Brisbane and Allora. A commitment was given by the Operators of GrainX to ensure this would not occur. However, normal operations continued where container deliveries and collections would occur on site until approximately 10.30pm week nights.

Since 15 September this year, Council has received 13 separate complaints (all recorded in Council's request system) from families/couples and/or individuals. Please note some complainants have lodged a series of complaints. The complainants reside at various locations including Herbert Street, Forde Street, South Street, Norman Street and Darling Street. **The details of all complainants will be forwarded to Councillors under separate cover.**

The complainant's main concerns are the disruption to their sleep, health and well-being as a result of the following:

- The noise from late night deliveries and collections of containers. Trucks arrive on site anywhere from 7.30pm and can leave as late as 11pm. On 21 October, trucks arrived at 12am and left at approximately 2am. During this time empty containers are unloaded from trucks, and containers full of grain are loaded onto the same trucks. When the forklift (also known as a constacker whereby connection with the container is from above rather than below the container) connects with the containers, a loud banging/clanging sound reverberates throughout the area;
- The noise generated from truck and forklift movements on site;

- The noise from grain moving through the silo shutes to load containers during weekdays, and more recently, on Saturdays and Sundays;
- Dust generated from the movement of the trucks and forklifts on site;
- Dust generated from the unloading of grain from road trains, and loading of grain into containers;
- Dust settling on roofs and entering rain water tanks;
- The composition of what is in the dust as the grain would need to be treated with some form of chemical; and
- Odour generated from the unloading of grain from road trains, and loading of grain into containers;
- Traffic problems on South Street. Trucks parking on South Street waiting to enter the site and blocking peoples driveways and creating blind spots, damaging the footpath when entering and exiting the site.

Complaints have also been received in relation to concerns that properties along Herbert Street have dropped in value.

Since the 15 September this year, Council Officers have contacted complainants whose complaints have been received by Council's Planning and Environment Department, by phone, in writing or in person. Site inspections have occurred of the facility and numerous discussions with Operators of GrainX have been held. Between 22 and 30 October, Council Officers undertook noise monitoring and night time monitoring to determine the level of impact the night time deliveries were creating. Assessments were carried out to comply with section 319 General environmental duty (GED) of the *Environmental Protection Act 1994* (EP Act). The GED 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 measure to prevent or minimise the harm*".

Council Officers determined that the level of noise impact occurring each week night is creating a noise nuisance. Dust from vehicle movements on site and loading and unloading of grain is creating a dust nuisance. After monitoring was undertaken, a phone meeting was held between one of the GrainX Operators and Council Officers regarding the complaints from residents and current issues on site including that a Report would be prepared for Council to seek a decision for commencing enforcement action. During this conversation, the Operator clearly indicated that GrainX was committed to working with Council to mitigate the issues on site.

There are a number of enforcement tools under the EP Act that can be used in relation to non-compliance with the GED. Section 330 of the EP Act discusses Transitional environmental programs (TEP). A TEP is a specific program that, when complied with, achieves compliance with the EP Act for the activity that is breaching the GED, by reducing environmental harm caused by the activity and detailing the transition of the activity to an environmental standard. Under section 332 of the EP Act, Council can require a company to prepare and submit a draft TEP for approval.

Section 363B of the EP Act authorises Council to issue a direction notice. A direction notice can be issued to a person or company if it is satisfied a prescribed provision of the EP Act has been contravened, the contravention can be remedied and is appropriate to give the person an opportunity to remedy the matter.

Section 440(2) of the EP Act authorises Council to prosecute an offender for unlawfully causing an environmental nuisance. The maximum penalty for this offence is \$34 155. Council may also issue an infringement notice for this offence for the amount of \$5 692. However, prosecuting or issuing infringements to an offender does not minimise the environmental nuisances caused by the operations at GrainX.

Budget Implications

There are no budget implications identified, other than Officer time for investigation and complaint handling.

Policy Consideration

Nil

Community Engagement

Nil

Legislation/Local Law

Environmental Protection Act 1994

Options


1. A Transitional Environmental Program can be required under section 332 of the EP Act and is a specific program that, when approved by Council, achieves compliance for the activity by reducing environmental harm and detailing the transition of the activity to an environmental standard. This is generally seen as a positive enforcement tool, and requires the Operator to outline the action they need to take to ensure environmental harm is prevented or minimised. Whilst this may not achieve an immediate solution, it is an on-going program until compliance is achieved.
2. A Direction Notice can be issued under Part 5A of the EP Act for contravening a prescribed provision. The prescribed provision in this case being the offence causing environmental harm in the form of noise and dust nuisance. The Direction Notice will require the Operator to remedy the contravention, for example, to prevent night time activity and to improve dust suppression on site.
3. Council may prosecute or issue an infringement notice under section 440(2) of the EP Act. The maximum penalty is \$33 900. A prosecution or infringement does not allow for the contravention of the GED to be remedied.
4. Council take no action and current operations continue on site as is.

Attachments

1. Complaints received since 15 September 2014 in relation to GrainX Facility (Excluded from agenda - Provided under separate cover)[View](#)

10.5 Material Change of Use - Gap Creek Farm Pty Ltd, 9674 Cunningham Highway, Tregony

Document Information

 Southern Downs REGIONAL COUNCIL	Report To: General Council Meeting	
	Reporting Officer:	Meeting Date: 26 November 2014
	Senior Planning Officer	File Ref: MCU\01549

APPLICANT:	Gap Creek Farm Pty Ltd
OWNER:	Gap Creek Farm Pty Ltd
ADDRESS:	9674 Cunningham Highway, Tregony
RPD:	Lot 94 ML1347, Parish of Gilbert, County of Merivale
ZONE:	Rural
LAND USE AREA:	250.2 hectares
PROPOSAL:	Motor sport facility (Quad bike and Motor bike riding), Outdoor sport and recreation (Bushwalking, Animal feeding and Animal rides, Mountain biking, Farm tours, and Train rides), Tourist Park (camping up to 200 people), Food and drink outlet (mobile food/drink van and small convenience shop)
LEVEL OF ASSESSMENT:	Impact
SUBMITTERS:	41 submissions: <ul style="list-style-type: none"> • 5 letters of objection • 36 letters of support
REFERRALS:	Department of State Development, Infrastructure and Planning

Recommendation Summary

THAT the application for Material Change of Use for the purpose of Motor sport facility (Quad bike and Motor bike riding), Outdoor sport and recreation (Bushwalking, Animal feeding and Animal rides, Mountain biking, Farm tours, and Train rides), Tourist Park (camping up to 200 people), Food and drink outlet (mobile food/drink van and small convenience shop) on land at 9674 Cunningham Highway, Tregony, described as Lot 94 ML1347, Parish of Gilbert, County of Merivale, be approved subject to conditions.

Report

The subject property has frontage to the Cunningham Highway, and is located to the east of Bestbrook Mountain Resort.

There are currently two residences on the property, which are both occupied by persons associated with the development.

The application has been lodged in response to Council officer's investigating issues of non-compliance relating to the approval granted by Council on 28 March 2011 for a Residential use (Bed & Breakfast Accommodation & Camping Ground) and Sport and Recreation Use (Horse Riding & Motorcycle Riding). This approval allowed for a maximum of 20 persons on site at any one time, including persons accommodated and persons using the tourist facilities.



The applicant has provided the following information with regards to the use of the land:

This application seeks approval for the following activities on the property:

- *Bushwalking;*
- *Mountain/BMX bike riding;*
- *Quad bike riding;*
- *Motorbike riding;*
- *Animal feeding and farm tours;*
- *Train rides/shuttle or courtesy ride to and from tracks and/or farm tour;*
- *Camping accommodation with a maximum of 200 people per night including restrained dogs;*
- *Day visitors of up to 100 people per day;*
- *Parking for up to 100 day visiting people;*
- *Mobile coffee/food van;*
- *Hand - led horse rides; and*
- *Small convenience shop, office/reception.*

The business has been operating at peak times (e.g. Easter, June Long Weekend) at close to the application capacity (200 campers, 100 day visitors, up to 300 motorbikes per day for the Saturdays and Sundays) since the beginning of this year. In that time we have had no nuisance noise complaints and have implemented strategies to eliminate the risk of such complaints. Operating numbers on non- public holiday weekends are not nearly that high. Normal operation, week to week, would expect that on Friday a few campers check in over the day with very little bike riding, most campers leave over the day Sunday and there are very few who stay and ride on Monday. Over 90% of day visitation occurs on Saturday and Sunday only.

Total visitor capacity and bike numbers will be managed via a computerised booking system, which will simply not allow further visitors to check in when capacity is reached. Potential visitors will be notified by website and social media posts that the period is booked out. In keeping with our vision to provide the best visitor experience we believe that restricting visitor numbers is beneficial to our long term business sustainability.

Landscaping in the camping area will improve riparian zone habitat. Work has started with the Landcare Enrich program to implement improvements to the creek line habitat, including in the non-tourist use areas. Weed management is undertaken in the form of physical

removal around the property. Reduced fencing and destocking the property considerably has reduced pressures on wildlife and their movements. A significant increase in animal and birdlife has been noted in the past 12 months. Large motorbike exclusion zones are located in sensitive areas of the property and in general our business plan has a low local impact on habitat and visual amenity, especially when compared with some other land use options currently being undertaken in the area. See attached Map 2 and 3 for motorbike exclusion areas.

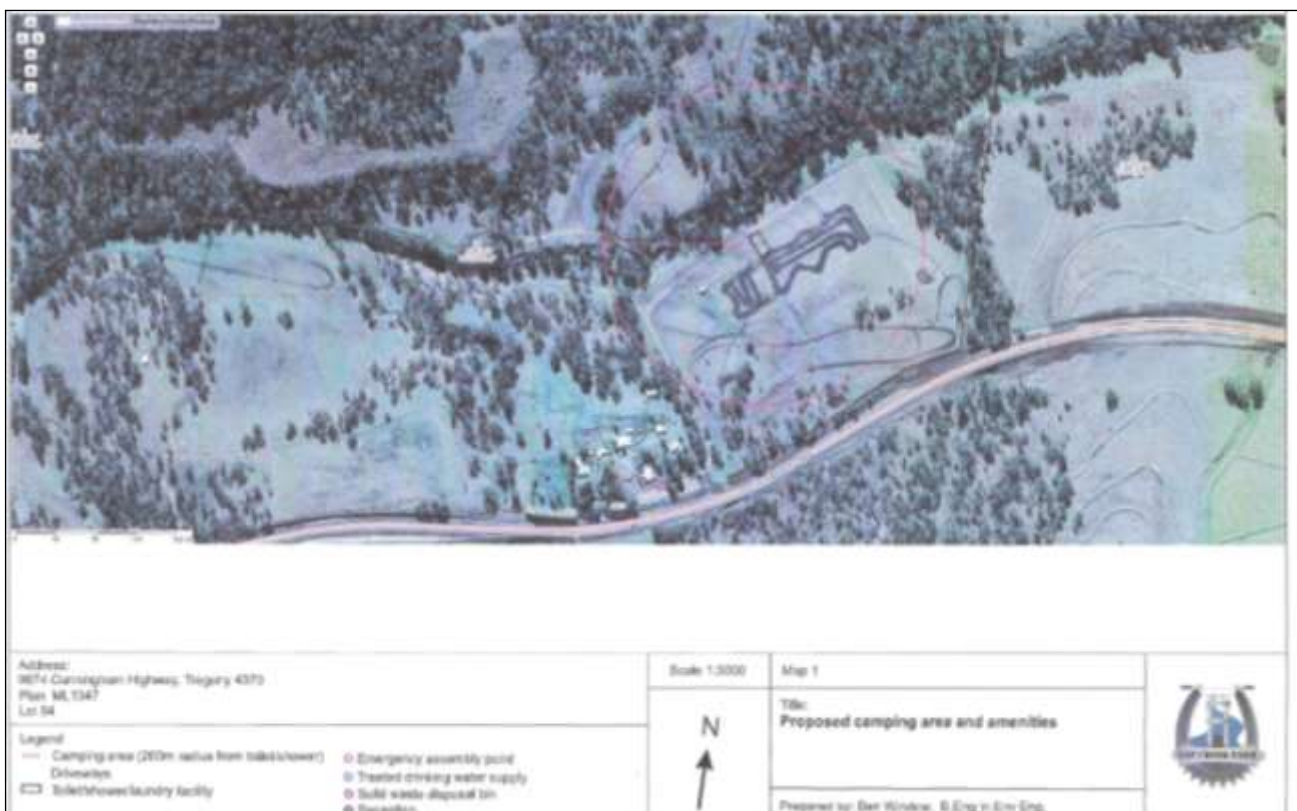
The property falls within the Basalt Uplands Precinct. Based on the Vegetation Management Act Regional Ecosystem and Remnant Map (Map 10) all of the proposed motorbike track development occurs in the area of No Concern, including camping areas and facilities, motorbike trails occur only in areas Of Least Concern.

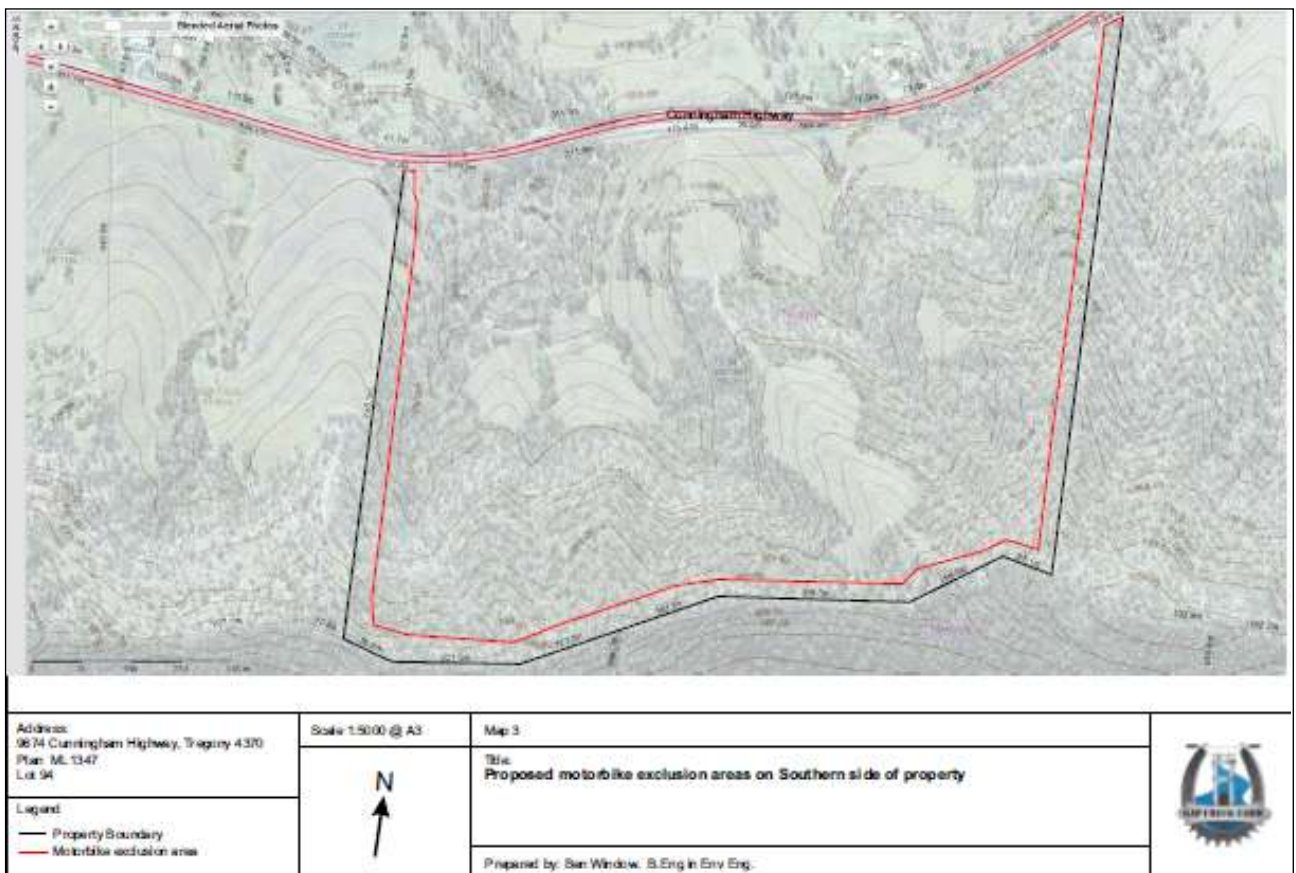
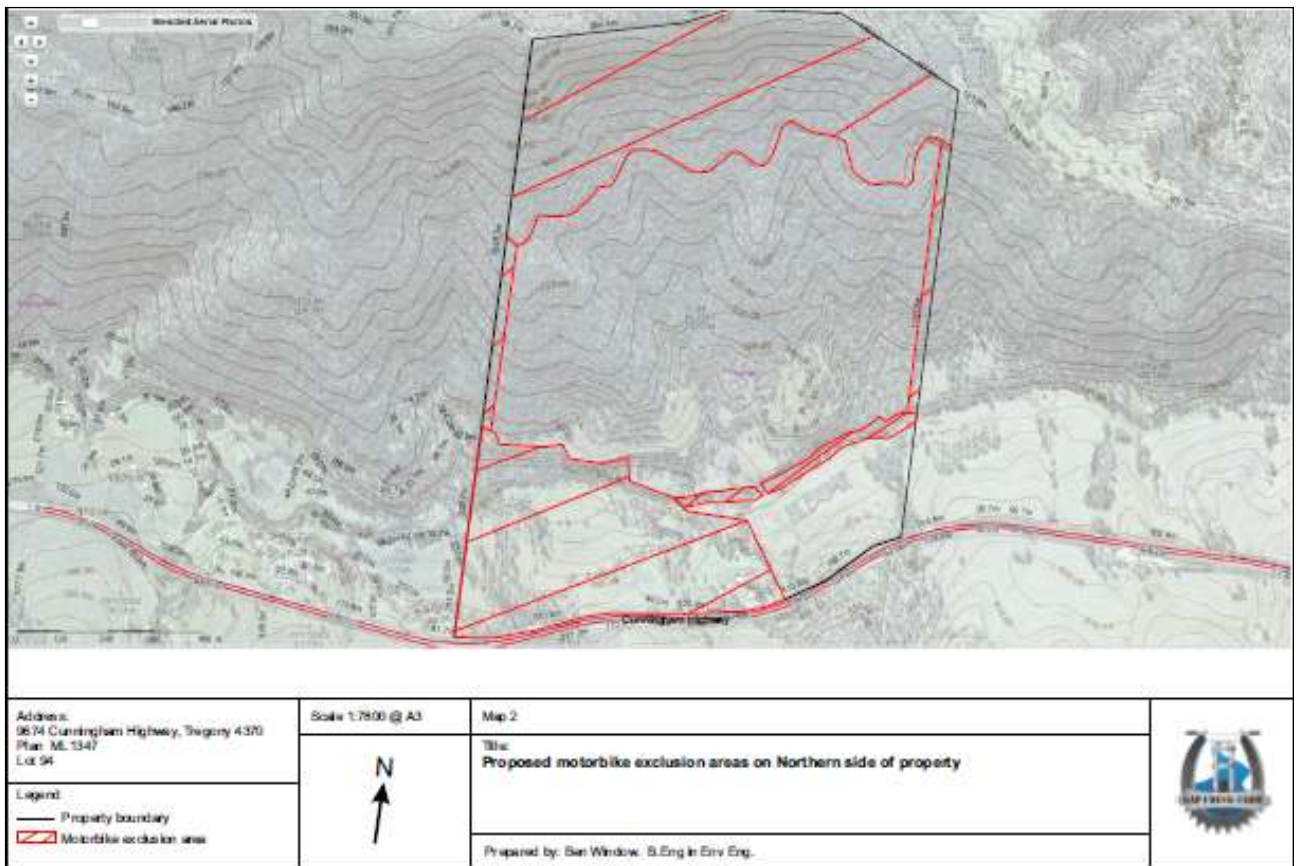
No requirement for land clearing for the activities within this development application is foreseen, some selective removal of trees for visitor safety and farm related use may still occur.

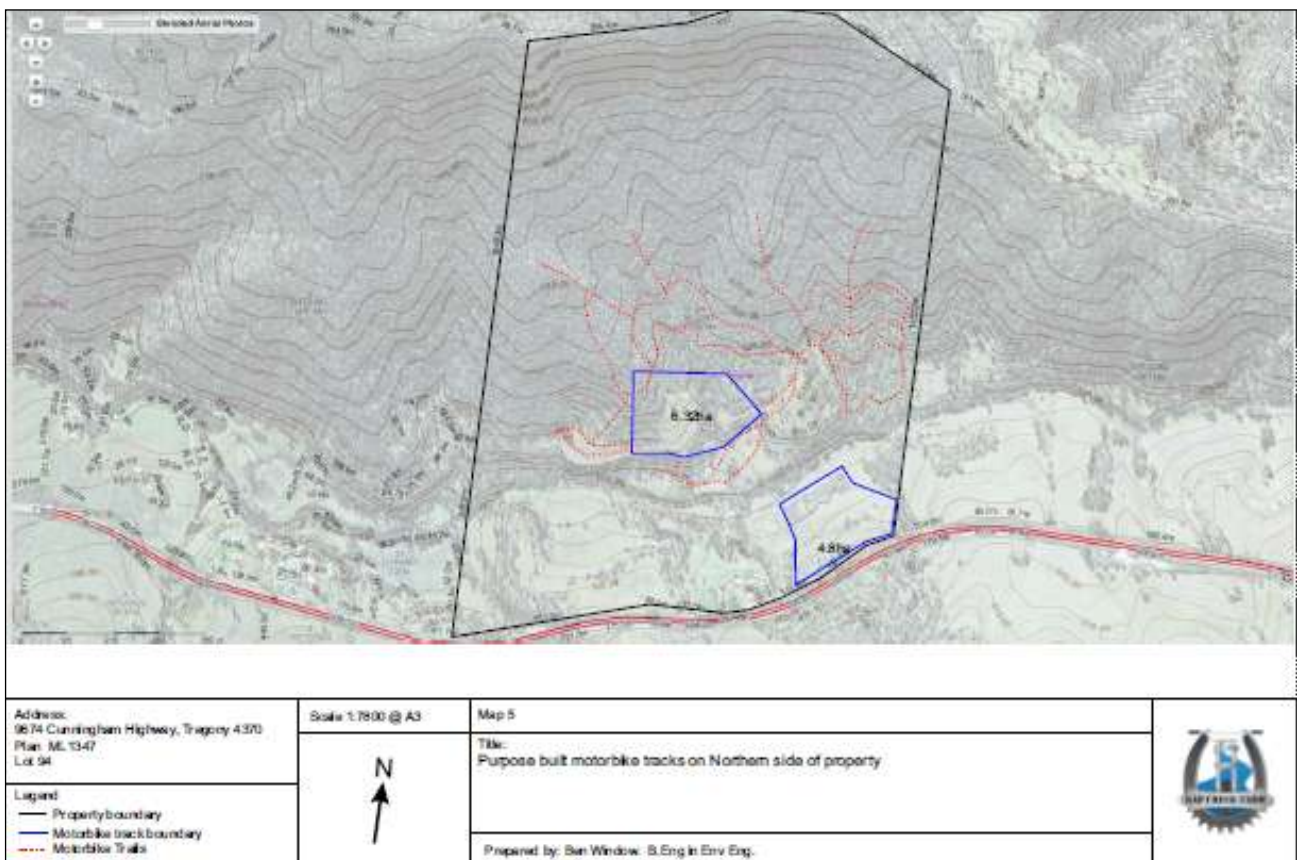
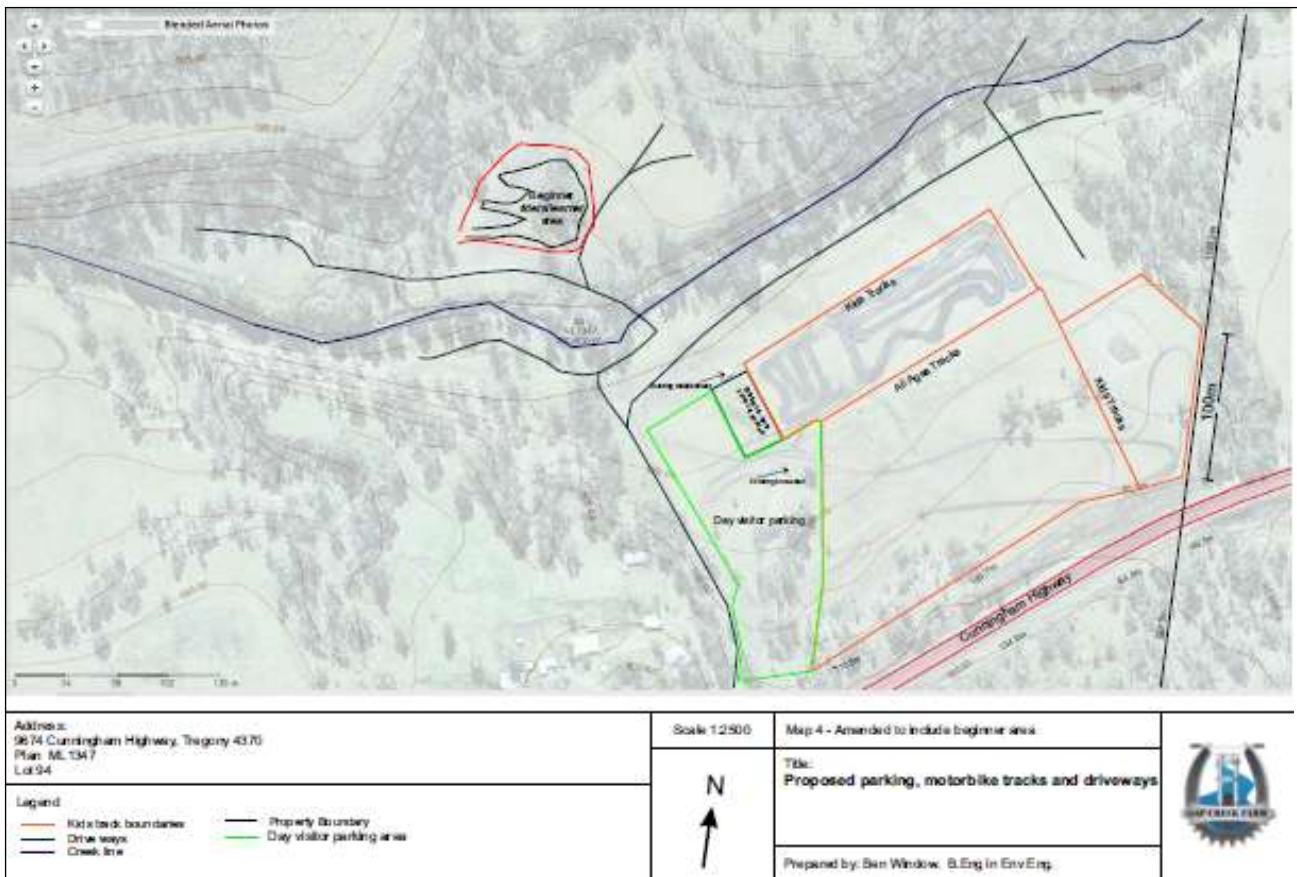
The below sections outline the details of the development and how the development will broadly meet the performance outcomes of the relevant overlay codes including Biodiversity Areas and Rural Zones.

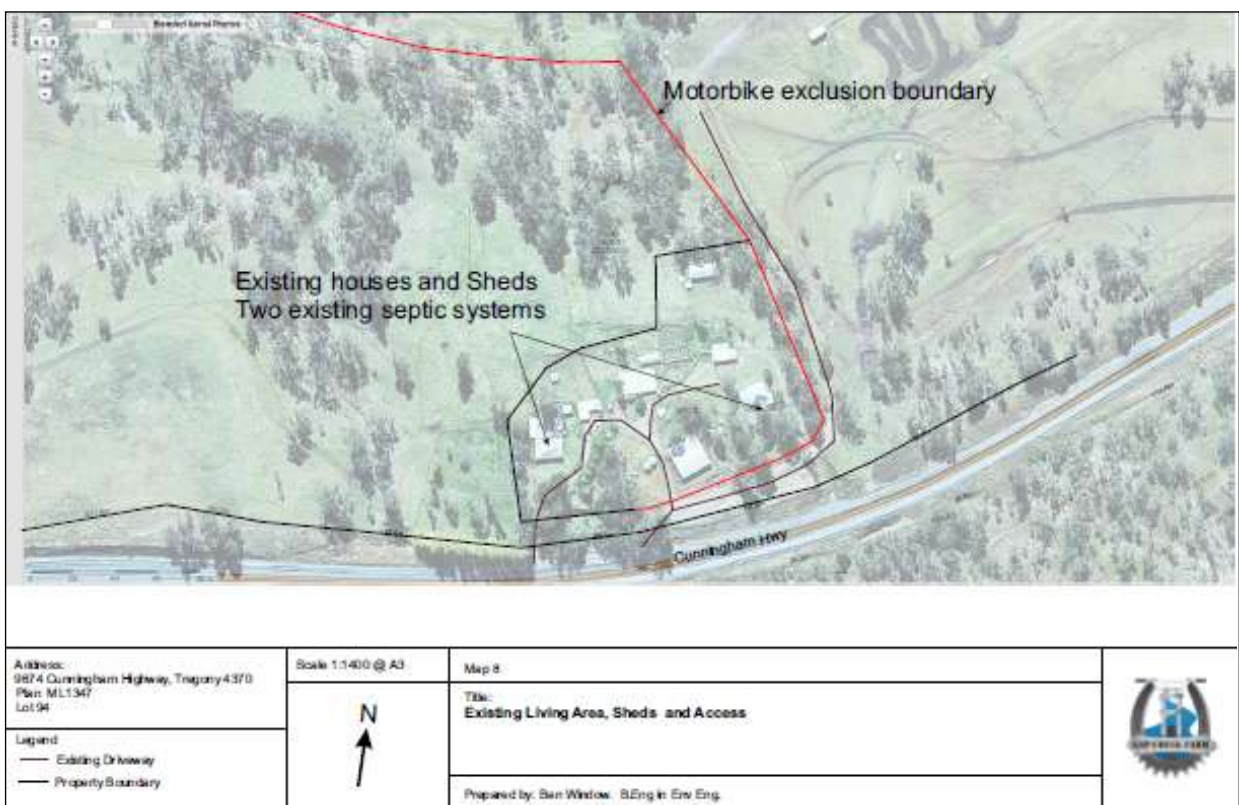
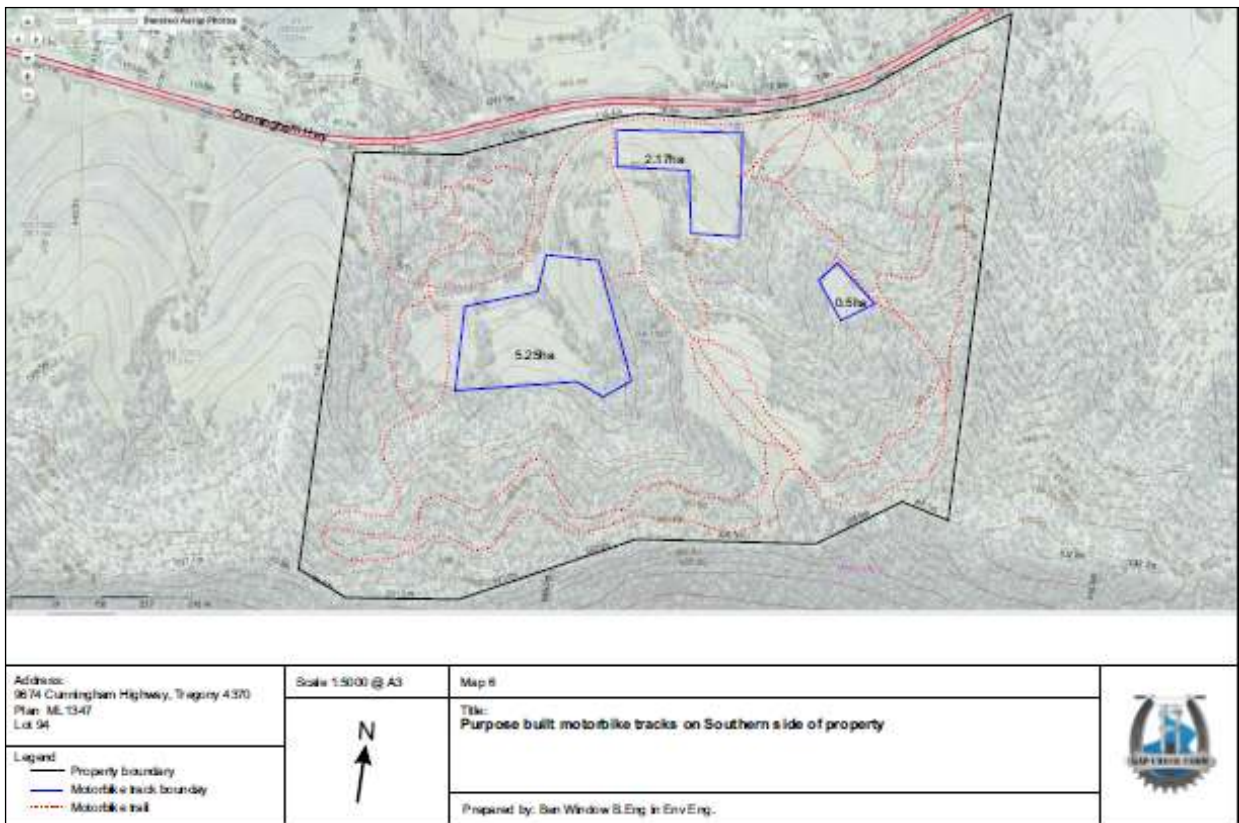
Hours of operation

Proposed business operating times are currently and will continue to be Friday, Saturday, Sunday and Monday week to week, all QLD public/show holidays and all QLD/NSW school holidays. It is proposed that motorbike riding will be permitted from 8 am to 6 pm on these days only. Gap Creek Farmstay will not be providing any medium or long term accommodation options or B & B style accommodation for visitors. Guests will not be permitted to stay more than 10 consecutive nights on site at any time.









In relation to motorbike tracks and trails, the applicant has specifically stated as follows:

The use of purpose built tracks and trails will confine activity to a very small overall percentage of the property as well as provide the ability to close certain areas for periods of time in order to allow rehabilitation and erosion maintenance. In total motorbike activity is expected to operate on not more than 9% percent of total the property area leaving the remainder in its original condition.

Tracks

The proposal includes the creation of specialised motorbike tracks in revegetated open woodland and cleared space. These tracks represent a total of 19.02ha or 7.6% of the total property area. See maps 5 and 6. These tracks will be built to minimise the risk of erosion and sediment movement. Only the purpose built kids track and the existing flat track can be seen from the highway and planting of native species between the highway and tracks will be undertaken to improve visual amenity as well as the use of oats and Rhodes grass to cover exposed dirt. See land use impacts below for more detail.

Trails

The proposal includes the use of existing trails and possible new additions. Currently in total there are approximately 15km of trails, the trails are, on average, not wider than 1m. In total this represents no more than approx. 2ha or 0.8% of the total property area. New additions will facilitate closure of some areas for rehabilitation on a rotating basis.

Land Use Impacts and Mitigation Measures – erosion, sedimentation and dust.

Sediment controls will be implemented on purpose built tracks and will be designed to minimise any sediment movement or erosion. These controls include contour banks, contour and gully sediment traps, heavily grassed and specially vegetated areas to help control traffic and direct water flow. Additionally native plantings on contour banks and alongside the highway will reduce sediment movement and improve visual amenity. Areas that have exposed soil on tracks but are not specifically a part of the track motorbikes ride on will be planted with oats and Rhodes grass to reduce sediment movement and improve visual amenity.

Dust will be controlled on purpose built motorbike tracks with specially designed irrigation. The irrigation will recycle water from the sediment traps when available and will be supplemented by pumped bore water when required. Dust control will take place to reduce any potential nuisance impact to neighbours, campers, the highway and also to allow track maintenance as required.

Noise Mitigation and Agricultural Protection

Exclusions zones on the property represent a total area of approx. 112ha or 44% of the total property area. Motorbike exclusions zones have been created for a number of reasons, which include;

- The protection of agricultural cropping land and animal only areas totals approximately 32ha or 12.5% of the property. (Some personal use of motorbikes may occur in this area).
- Exclusion of motorbikes in Gap Creek riparian zone and high uplands total an approx. area of 66.5ha or 26.5% of the total property. The upper exclusion zone is at least 600m from the Northern boundary. Motorbike riding is excluded from the Gap Creek riparian zone along its length except in 2 designated creek crossing locations.
- A 50m exclusion of motorbikes from more than 95% of the boundaries of the property ensures that noise related nuisance is avoided. The only exception to this is a kids track, a track for motorbikes for those under 14 years old and on motorbikes 85cc or smaller. The track is located on the South Eastern edge of the property on the Northern side of the Cunningham Highway. The nearest homes to this location are 1.5km and 1.13km away, with considerable undulation in countryside.
- The nearest section of the neighbouring property has been mostly destocked for carbon farming purposes and as such the likelihood of noise nuisance is nil. The length of boundary where track will be within 50m is less than 100m of a total shared boundary of 1155m, or approx. 8.7%, this represents approx. 1.5% of the total property boundary. A further small, pre-existing section of trail encroaches the 50 metre zone about half way along the eastern boundary in the southern section of the property. To date this has not resulted in any noise issues with neighbours but can be relocated if necessary.

It is noted that Map 4: Proposed parking, motorbike tracks and driveways has recently been amended, as the Beginner rider/learner area has been developed to mitigate any noise nuisance travelling down the valley and to control erosion in the area.

As part of the application submitted to Council, the applicant detailed the following:

- The previous and current situation, in terms of changes made to achieve compliance with the conditions imposed on the approval granted by Council on 28 March 2011.
- Details of the regional and local benefits of the proposed development, and a vision for the business.
- Camping facilities and physical infrastructure, including road ways, lighting, ablutions and sanitation, water supply, sewage management, grey water management, solid waste management, site access, car parking.
- Bushfire risk management plan and emergency management plan, including accidents.
- A full copy of the rules which apply to the site.

A traffic study and report associated with the access arrangements was also provided as part of the application.

Economic contribution to Southern Downs region

The development captures growing audience from the active recreational tourist fraternity out of South East Queensland. With a conservative multiplier effect of 1 into 3, this business will bring significant external spending into the Southern Downs, especially to the nearby Allora and Warwick.

Referral

The application was referred to the Department of State Development, Infrastructure and Planning (DSDIP) as the site adjoins a State-controlled and the development exceeds the thresholds for development impacting on State transport infrastructure.

Submissions

There were 41 submissions received to the application; five objections and 36 letters of support.

Copies of the submissions have been forwarded separately to Councillors.

The matters raised by the submitters are as follows:

Impacts from trail and quad bikes

- We do not object to people enjoying the natural environment, by camping, horse riding and associated activities, provided no damage is done to the countryside, or watercourses polluted. We do strenuously object to the present level of motor bike noise (apparently already above the approved level) as well as any proposed increase in the numbers of trail bikes/motor bikes racing around with complete disregard for the natural, rural environment, as well as for the comfort and wellbeing of neighbours, their farm animals, native animals and birds.
- To ensure that motorbike riders are not tempted to stray onto adjacent properties, boundary fences should be well maintained. Of course, by law this is a joint obligation with neighbours.
- Any increase in motor-bike usage, and hence noise, would interfere with our peaceful enjoyment of the rural amenity. The adverse effects of the significant noise on native animals, rural animals, etc should also be considered.
- In the application, an estimated 20%, of up to 300 bikes (i.e. 60) is expected to be on trails at any one time. Noise from motorbikes on these trails is the biggest concern. Currently some trails pass close to the southern boundary fence of Gap Creek Farm (considerably less than the 50 metre exclusion zone currently allowed under the existing approval, granted in 2011). Two other trails are 15-20 metres from the boundary fence. If the 50 metre motorbike exclusion zone adjacent to this boundary fence was strictly adhered to, noise levels would be

lowered extensively in the South Branch Road valley, as there would be more hill between the source of noise and the dwellings.

One of the adjoining property owners has had amicable discussions with the owners about some of the motorbike trails being less than 50 metres from the boundary fence. In response they have moved one trail further down the hill on their side - with a consequential lowering of noise. However, there are still two motorbike trails less than 50 metres (15-20 metres) from the Gap Creek Farm southern boundary fence. Over the October 4-6 long weekend, these two trails were in operation and the noise carried over into the adjoining valley.

Also, motorbikes should be excluded from the final 50 metres of the purpose built road for servicing of the Optus tower. Currently motorbikes use this to ride to the southern boundary of Gap Creek Farm.

The applicant has provided the following response:

Gap Creek Farm does not conduct races or hold racing events, nor does the application seek permission to do so, therefore any reference to noise from these activities must be considered invalid.

Gap Creek Farm's southern boundary is at least 1km from the nearest residence on South Branch Rd. As required no trails/tracks are closer than 50m from this southern boundary. At points where the trails were less than 50 metres from the boundary in the past, the trail/track has been realigned and moved down in elevation on the Gap Creek Farm side of the boundary. Trails have been strategically realigned to maximise noise reduction over the ridge line, most over 12 months ago. The effectiveness of realignment is supported in a reference made to the Victorian Government in the objection submitted by 757 South Branch Rd. Gap Creek Farm rejects the suggestion that noise from trails bikes is at a nuisance level as there have been no complaints in the past 18 months; back ground highway noise is often louder, more consistent and present 24 hours a day 7 days a week even in South Branch Rd.

Any future trail/track development proposed will be at an even greater distance from residences along South Branch Rd, and at a considerably reduced change in elevation. From 587 South Branch Rd it is approximately 1.5km as the crow flies and 130m of vertical elevation to the nearest high use track. In response to 622 South Branch Rd suggesting that Gap Creek Farm cannot control where its patrons ride, simple and effective measures have been taken, including barricades and signage, that ensure riders do not ride within 50m of the boundary. Gap Creek Farm is happy to discuss ongoing concerns with adjoining landowners and introduce further mitigation measures if required. We do not believe a second fence 50 metres from the boundary is necessary.

The trail that is shown to be very close to the boundary in the photograph included with the submission from 757 South Branch Rd was realigned approximately 12 months ago when our neighbours first indicated that it could be a problem. Again there have been no further complaints since this action was completed.

In relation to native fauna:

The use of motorbikes is restricted primarily to the weekends (with the exception of very low usage Mondays and Fridays and during school holidays) and has had no obvious negative impact on native animals. In fact there has been a visible increase in marsupial, bird and reptile numbers in the last 12 months indicating that reduced livestock numbers on the property may have had beneficial impacts on native fauna. These benefits are partly due to the large amount regeneration of flora that would otherwise have been overgrazed and the native animals out competed of high palatability food sources. Tracks, trails and camping utilise less than 15% of the actual area of available land and additionally Gap Creek Farm is undertaking the Enrich program in cooperation with Landcare which will involve revegetating over 800m of riparian zone along Gap Creek

Comment: It will be a condition of any approval that there will be no riding of motorised vehicles within 50 metres of the southern, eastern and western boundaries, and not within 600 metres of the northern boundary of the land. There is one exception to these setbacks, which is the Kids

track, which is located 5 metres from the eastern boundary, however given the size of the motorbikes permitted to use this track and that it is a kids track, it is considered that a reduced setback is acceptable.

There is no need for the removal of vegetation and it will be the responsibility of the operator to minimise the potential for erosion. Any approval can be conditioned such that appropriate measures are taken to prevent and/or repair sites of erosion. It is noted that erosions controls have been detailed by the applicant, which will achieve a suitable result.

Noise will be discussed in further detail later in this report. It is noted that no complaints have been lodged with Council with regards to the use of the land.

Bushfire risk

- To reduce bushfire risk to adjoining properties, from increased human usage, a cleared and maintained firebreak of at least 10 metres should be in place for the full extent of the southern boundary of Gap Creek Farm.

The applicant has provided the following response:

Gap Creek Farm is aware of the general fire risk. This risk is not adversely compounded by the use of motor bikes and the camping facilities and surrounds are virtually free of any bushfire hazards. In the event of a bushfire Gap Creek Farm has a designated 10000L tank fitted with a rural fire brigade fitting and full of water at all times, a 1000L tank permanently fitted to a 4wd with firefighting pump and hose attached for quick response is also available. Many bike trails are also suitable for 4WD access and can be used as fire breaks if needed. Gap Creek Farm is also open to suggestions and willing to discuss with concerned neighbours any reasonable means of reducing risk from fire. The 10m break suggested in submissions is believed to be too large and environmentally damaging where a 4m-5m break of bare earth or 50mm of grass cover or less would suffice.

Comment: The risk of bushfire has been detailed later in the report with regards to the Bushfire hazard overlay code.

Risk of motor bike riding

- Trail bike riding is potentially quite dangerous, with a high risk of severe trauma, spinal and/or head injuries. Maryvale has no medical facilities whatsoever, and Warwick hospital does not have trauma, spinal or head injury specialists. Such injuries would need to be urgently transported to Princess Alexandra or Royal Brisbane hospitals which have specialist units and level 1 intensive care units. The large increase in suggested trail bike usage has the risk of impacting the availability of emergency and medical resources which are already scarce in the area.
- Emergency access within the site is not suitable.
- The helicopter pads are unreliable on the property.
- High at-risk areas, like skiing resorts, must provide adequate on site emergency services in addition to first aid, back-up Queensland Ambulance Service, that do not disadvantage locals.

The applicant has provided the following response:

Gap Creek Farm operators are acutely aware of the potential dangers of riding motorbikes. Well maintained facilities, along with signage, verbal instruction, information leaflets and constant monitoring by staff provide a safe and controlled environment to enjoy the practice of motorbike riding. Safety measures include directional signage on all tracks and trails, age and bike size limited tracks, emergency procedures in place with the local ambulance service, designated helicopter landing areas, ambulance only access tracks, staff with first aid training and staff monitoring of customer behaviour all contribute to a safe riding facility.

Some submitters, incorrectly, argue that Gap Creek Farm places unnecessary strain on medical services. In fact, as Gap Creek Farm provides a high quality, well maintained, legal place for this sport it actually relieves pressure on emergency services through a reduction in the number of incidents occurring in inaccessible areas which are used due to a lack of

proper facilities. Individuals that ride motorbikes will ride in far more remote and dangerous locations than ours and often in state forests/national parks where no mobile phone coverage exists and medical facilities are much further away. Incidents in these areas can result in whole search and rescue teams being required. In addition Gap Creek Farm has full mobile phone coverage on the entire property for all major mobile carriers making any accident victims able to seek help very quickly.

Comment: The potential risk associated with the use of the proposed development is not a consideration of Council. Australia is a democratic society where people have the liberty of choosing their leisure activities. This could not be relied upon as a reason for refusal.

It is noted that the applicants have strict procedures and rules in place to reduce the potential for injury, and then have emergency procedures in place should a situation arise. The applicant has correctly noted that due to the lack of such facilities persons have been legally riding within State forests, where there is not emergency response.

Impact on the Cunningham Highway

- The Gap Creek property has bike trails on both sides of the highway. The potential for large numbers of trail bikes crossing the 100km/hr major highway to cause accidents is high. Alleviation of the risk, by reducing highway speed, would unfairly shift the safety burden onto normal highway users rather than those benefiting from the development application.

The applicant has provided the following response:

One submitter has suggested that reducing Cunningham Highway speed limits for bikes to cross would be unreasonable. Obviously this cannot happen and a tunnel, provided some time ago for stock movement, allows very adequate passage between both sides of the property with no need for anyone under any circumstances to cross the traffic on the Cunningham Highway. The gate on the Northern side of the highway is locked at all times with vehicle access from the Highway restricted to staff and emergency vehicles only.

Comment: To reiterate the applicant's intention not to have vehicles or motorbikes associated with the proposed use traversing the Cunningham Highway, a condition to this effect should be included in any approval.

Entry rules

- To meet certification requirements in Australia under ADR 83/00, new motorcycles are expected to meet the "drive by noise limit" according to technical requirements of UNECE R41-03. Vehicles that pass this test are then assessed with the Stationary Vehicle Noise Test of UNECE R41-03 to obtain a "Signature Noise Test Value". In Australia the "Signature Level" for new L3 class motorcycles with engine capacity >175 cubic centimetre is legally set at 80dBA. However, in time, exhausts deteriorate with a consequential increase in noise production. More importantly, not all trail bikes are fitted with unmodified exhausts, as supplied by the original equipment manufacturer (OEM), a significant number have modified OEM exhausts (e.g. removal of insert), or are fitted with a third-party aftermarket exhaust - testing has shown that bikes with aftermarket or modified exhausts are an average 20dBA above the 80 dBA approved level.

As part of the "entry rules" the proprietors of Gap Creek Farm should have a clause restricting motorbikes with a noise level above 94 dBA.

The applicant has provided the following response:

In regards to 'entry conditions' Gap Creek Farm is willing to consider the suggested 94dBA limit as a 'condition of entry'. However, testing every single bike on admission would be impractical and an unnecessary administrative burden. Random testing, along with customer education, and simply testing when staff notice a louder than standard bike would significantly reduce the incidence of excessively noisy bikes. Several Gap Creek Farm owners live on site and are acutely aware of the noise the motorbikes can generate and are committed to mitigating any unreasonable effects on neighbours.

Comment: Noise is discussed in more detail later in this report.

Inappropriate use of rural land

- The area is zoned "Rural" and the land usage should comply.
- The area currently is not zoned for large scale tourism, like Orlando in Florida. However, if the proposal is approved, motor cycle circuits will dominate the landscape.

Comment: The assessment against the Rural zone code, which includes the purpose of the zone, is provided in detail later in this report.

Non-compliance/Compliance with Local Laws and other legislation

- Their present level of trail bike use appears from their own letter of 15 September 2014 (letter advising of commencement of public notification) to be already in breach of Council approvals and regulations. One deduces that part of the application seeks to legitimise present levels of use. What has Council done in regard to blatant violations of its own regulations?
- The previous Development Permit (2011) states that "This approval does not allow for the use of land for festivals, motorbike racing or as a 4WD park." This is being abused as bike racing with gear revving is to be clearly heard on many week days of each week. As Gap Creek Farm provides dirt tracks, bikes racing each other is a natural consequence.
- The previous Development Permit (2011) details that bike riding is only permitted in existing cleared areas and yet bikes are seen at boundary fences, which is far less than the 50 metres required.
- The Council is required by law to undertake a Local Impact Study. All tourist hotel are now required to pay extensive fees for local community and livestock impact studies.
- Council is required to satisfy all public health inquiries into such a proposal. In fact, the Council may well have been negligent to have awarded permission in the first place. This may require investigation

Comment: Non-compliance is a serious concern of Council officers given the history of the site. Council issued a Show Cause Notice to the previous landowner, and then an Enforcement Notice to the current landowners. This application has been submitted to rectify some of these unlawful uses.

The past performance of the applicant/operator cannot be used as a ground to refuse an application.

Non-compliance with the public notification requirements

- A landowner received a copy of the Gap Creek Farm letter of 15 September 2014 from an interested and adversely affected neighbour, i.e. not directly from Gap Creek Farm. Does this communications oversight constitute a breach of their development notification?

The applicant has provided the following response:

Gap Creek Farm does not share a boundary with 526 South Branch Rd and as such was not required to notify in a personal letter of our development application. All development application processes were completed correctly.

Comment: In accordance with the *Sustainable Planning Act 2009* the applicant must:

- (a) publish a notice at least once in a newspaper circulating generally in the locality of the land; and
- (b) place a notice on the land in the way prescribed under a regulation; and
- (c) give a notice to the owners of all land adjoining the land.

The submitter is not an adjoining landowner, and therefore there is no requirement for them to be specifically notified. The applicant has complied with all of the public notification requirements.

Assessment against the Planning Scheme

This application required assessment against the Rural zone code, the Sport and recreation facility code, Tourist park and relocatable home park code, the Carparking and loading code, the

Landscaping code, the Outdoor lighting code, the Physical infrastructure code, the Healthy waters code, the Biodiversity areas overlay code, and the Bushfire hazard overlay code.

Rural zone code

The purpose of the Rural zone is to provide opportunities for non-rural uses that are compatible with agriculture, the environment and the landscape character of the rural area where they do not compromise the long term use of the land for rural purposes.

The Local government purpose of the zone is as follows:

- (g) Provide opportunities for diversification to support on going economic viability through pursuit of new markets and industries associated with rural production or the natural environment. Encouragement will be given to activities that complement or value-add to existing rural activities and do not conflict with natural resource value or nearby rural activities.
- (j) Provide for tourism uses associated with surrounding rural activities or within localities with environmental values where such uses do not give rise to conflicts which could prejudice the existing economic activity in the area or impact on natural resources, environment or landscape character.
- (l) Provide for uses that require isolation from urban areas as a consequence of their impacts such as noise or odour.

The purpose can be achieved through the following outcomes:

- (viii) Non-rural uses including tourist uses and industries to value add to rural enterprises:
 - a. are located, designed, oriented, constructed and operated to minimise impact on existing rural uses and are buffered from productive land; and
 - b. do not alienate good quality agricultural land, strategic cropping land or potential strategic cropping land; and
 - c. are located on cleared land to avoid the need for additional clearing of vegetation; and
 - d. are designed to minimise environmental impacts; and
 - e. are located, designed, oriented, constructed and operated to avoid hazards such as bushfire, landslip and flood; and
 - f. are accessed by roads that are of an adequate standard for the traffic generated by the use; and
 - g. are located so that they do not contribute to urban sprawl or ribbon development along roads or contribute to piecemeal or unplanned development of areas.

The property is within the Basalt uplands precinct, which has the following outcomes:

- (i) The scenic amenity and landscape character values as well as the agricultural values in this precinct are protected from development that could impact in a negative manner on these values.
- (ii) Land is primarily retained in its natural state to protect the scenic and environmental values of the precinct.
- (iii) New development is limited to those uses and activities that do not involve clearing of remnant vegetation. The primary constraint in this precinct is the remnant vegetation cover that is protected by the *Vegetation Management Act*.
- (vii) While this area may be suitable for larger tourist uses they are only located in areas where they do not affect existing natural and scenic values, where no vegetation is cleared as a result of the development, where site access is adequate and appropriate for the traffic generated by the use, where productive agricultural land is not alienated and where the use does not conflict with the prevailing character of the surrounding area.

The proposed development involves a range of tourist related uses, from bushwalking, mountain bike riding, motorbike riding, animal feeding, and camping. The associated economic considerations of the proposed development have been detailed previously in this report.

The scenic values of the land are maintained and the proposal does not result in any substantial built infrastructure.

Whilst the current landowners do not intend on cultivating the property, there is a large area toward the western boundary, on the northern side of the highway, which is of suitable quality for cultivation. There will no activities associated with the development within this area. This area will be used purely for livestock grazing. The other area which is suitable for cultivation is also along Gap Creek, and is currently being used for motorbike tracks. It has been indicated that the future agricultural use of this land is not being damaged by the current use, and the area could easily be returned to cultivation.

The trails within the property are formed livestock and horse riding tracks which have been formed over time. Limited additional trails have been created. The majority of the trails are one way due to the formed width, however any two-way trails are well signed.

Signage within the development is excellent and it is very clear the areas which can be used by the patrons of the facility. It is evident that any concerns raised by adjoining landowners have been addressed, i.e. barriers and signage erected.

Some of the tracks on the northern side of the highway have a designated bike size, i.e. 50cc only, and then there is a first time learners track only.

The proposed uses less than 10% of the entire property.

The proposed development does not result in any clearing. The tracks have been constructed in existing cleared areas.

The proposed development is a tourist use and can be considered to meet, or be appropriately conditioned to meet the requirements of the Planning Scheme.

The proposed development complies with the Code with regards to General, Access, Scenic amenity, Conservation of good quality agricultural land, and Conservation of rural land, and specific to the Basalt uplands precinct, Uses and Scenic amenity.

Amenity, public health and safety: The proposed development has the potential to create a noise nuisance. The associated Performance outcomes of the Rural zone code state as follows:

- PO5 There are no significant adverse impacts on public health and safety with regard to:
- (a) the siting scale and design of buildings or other works;
 - (b) waste water disposal;
 - (c) the permanent or temporary occupation of or access to areas subject to natural hazards.
- PO6 All uses are located, designed, oriented and constructed to minimise noise, dust, odour or other nuisance from existing lawful uses including rural and industry uses.
- PO7 All uses are located, designed, oriented and constructed to minimise nuisance caused by noise, vibration and dust emissions generated by the State controlled road and rail network.

Noise has been a concern raised by all of the objecting submitters, however it does seem that in some instances the submitters are concerned if there were to be an increase in the number of motorbikes, rather than gaining approval for the activities which currently occur on site.

Council's Senior Environmental Officer has stated as follows:

For activities such as motorbike riding, it is not recommended to use noise level conditions (such as background plus 5) as it is difficult to assess in a practical sense and the noise level itself often doesn't correlate to complaints. People will often be annoyed if it is audible because of the type of sound generated from motorbikes. Conditioning with a noise level

(eg background plus 5) removes the ability to use the Environmental Protection Act 1994 (EP Act) to respond to complaints.

However, activities such as motorbike riding can be conditioned relating to the number of motorbikes in use, the hours of operation, the number of days of the week and for how long the motorbikes can be used to minimise environmental nuisance. Conditions have been placed on the approval to achieve this. A further condition has been placed on the approval stating that the operator must comply with the EP Act and all reasonable and practical measures must be undertaken to prevent unlawful environmental nuisance due to noise from the use.

Motorcycling Queensland is the State Controlling Body for motorcycle events, however their guideline "Manual of Motorcycle Sport" also makes reference to recreational motorcycle riding and specifies relevant sound emission criteria. Section 16.12 Classic Motocross and Dirt Track specifies a noise limit of 95 dB(A) for all dirt track riding (including quad bikes) when tested 30 metres from the side of the track where the motorbike or quad bike is being ridden. A condition has been placed on the approval to ensure compliance with this specification.

Furthermore, if complaints are received in relation to noise nuisance, conditions have been placed on the approval for tracks and trails to be closed while investigations into the noise concerns are undertaken. If noise from the riding of motorbikes and quad bikes on these tracks is deemed to be a nuisance, the operator must install an acoustically designed noise barrier for that section or the track/trail should be moved.

Sport and recreation facility code

The proposed development complies with the Code with regards to Visual amenity, Light emissions, Access and traffic, Shade and dust, Waste, Flood, and Environment.

Infrastructure: the Acceptable outcome states as follows:

AO11.1 The use is connected to all urban services including reticulated water, sewerage, stormwater, electricity and communications services available in the locality.

There is no reticulated water or sewerage available to the site, due to its rural location. The associated Performance outcome states as follows:

PO11 The use is serviced with appropriate infrastructure.

It is proposed that the development will be served with filtered and treated bore water.

Shade is provided to spectators by native vegetation, however there are very limited spectators associated with the motor bike riding.

Amenity: the Performance outcome states as follows:

PO12 The use does not result in unacceptable impact on the amenity of the surrounding area.

As previously detailed, noise has been a concern raised by all of the objecting submitters. Council's Senior Environmental Officer has provided details of the environmental assessment undertaken above. It is considered that appropriate conditions can be imposed to ensure there is no adverse environmental impact on the subject or adjoining properties.

Tourist park and relocatable home park code

With regards to the camping grounds, to the extent relevant, the controls for caravan parks are those set out in "Guidelines on Good Design for Caravan Parks and Relocatable Home Parks" published by the Department of Local Government and Planning. Council may vary these controls provided that sufficient evidence can be provided that the proposal will be consistent with the purpose of the Tourist park and relocatable home park code. As the applicant does not propose the Camping and Caravan Grounds to cater for long-term visitors/residents, some of the requirements of the guidelines are not applicable.

The development complies with the requirements of the guidelines with regards to location, external roads and movement, layout and design, internal access and parking.

The applicant will be required to obtain a permit under Subordinate Local Law No. 1.8 (Operation of Caravan Parks). The applicant will be required to provide additional facilities and operate the Camping and Caravan Grounds in accordance with this Local Law. The Local Law will control the number of ablutions to be provided and other facilities.

It should be a condition of any approval that no camping infrastructure, such as rubbish bins, lighting, sullage points, etc, are to be located within 30 metres of Gap Creek.

Biodiversity areas overlay code

There is no vegetation clearing proposed, as all of the tracks are located in already cleared areas. The majority of the area within the Biodiversity areas overlay remains untouched.

Bushfire hazard overlay code

The majority of the site is included within the Bushfire hazard overlay area, including the entire camping area and the majority of the tracks/trails. The applicant has previously submitted and had approved a Bushfire risk assessment and risk mitigation compliance report for the subject site. The report was prepared in accordance with a number of state-wide documents and the Bushfire hazard overlay code. The Bushfire risk assessment and risk mitigation compliance report is very comprehensive, and includes an action plan and Prepared, Act, Survive plan. The report and associated plans will ensure there is very minimal risk to people and property as a result of bushfire on the subject site.

The location of the camping area is considered to be of low fire attack.

The report details that the inclusion of motorbike riding will not increase the potential bushfire hazard, however acknowledges that the areas in which these activities will be partially undertaken within areas of medium and high potential bushfire risk.

In line with the recommendations of the Bushfire risk assessment and risk mitigation compliance report and the Bushfire hazard overlay code, it is considered appropriate that there is on-site water storage of not less than 10,000 litres that can be kept exclusively for fire fighting purposes.

Carparking and loading code

The applicant proposes that campers will park their vehicles adjacent to the camping sites. There will be not marked camping sites, therefore it is unreasonable to require the provision of a designated parking space. Any approval should be conditioned to require the internal driveways to be constructed to an all-weather standard.

Landscaping code

There is currently no formal landscaping on site, except adjoining the main residence. All other landscaping on site is native vegetation.

Outdoor lighting code

The proposed development can be conditioned to comply with the Code.

Physical infrastructure code

The number of ablutions and other facilities will be assessed as part of the permit in accordance with Subordinate Local Law No. 1.8 (Operation of Caravan Parks).

The existing dwellings are connected to rainwater tanks, however the majority of water is sourced by filtered and treated bore water. There will be no water sourced from Gap Creek to service the proposed development.

All sewerage will be pumped out and collected by a regulated carrier, and therefore not require an Environmentally Relevant Activity (ERA) licence for sewerage treatment.

Grey water will be disposed of within a spray dispersal area. This will need to comply with the Plumbing and drainage requirements, however does not trigger an ERA.

Adopted Infrastructure Charges

Development Type	Network	Rate	Proposed	Credit	Charge
Accommodation short term	Park	\$1000/tent or caravan site @ 10%	\$5,000	\$500	\$4,500
TOTAL:					\$4,500

Given the significant level of roadworks required by the conditions of the DSDIP, it is considered appropriate and reasonable to not charge for the Roads network.

The adopted infrastructure charge is payable prior to the change of use of the land happening in accordance with Section 648H of the *Sustainable Planning Act 2009*.

Conclusion

The proposed development is for a wide range of activities, including Bushwalking; Mountain/BMX bike riding; Quad bike riding; Motorbike riding; Animal feeding and farm tours; Train rides/shuttle or courtesy ride to and from tracks and/or farm tour; Camping accommodation with a maximum of 200 people per night including restrained dogs; Day visitors of up to 100 people per day; Parking for up to 100 day visiting people; Mobile coffee/food van; Hand - led horse rides; and Small convenience shop, office/reception.

41 submissions were received to the application, five letter of objection and 36 letters of support. The submitters raised concerns regarding noise nuisance from trail and quad bikes, risks of riding motorbikes, the environmental impact of the development, risk of bushfire, and potential traffic impacts on the Cunningham Highway.

The proposed development is considered an appropriate land use and can meet the requirements of the Planning Scheme. It is recommended the application be approved subject to conditions.

Recommendation

THAT the application for Material Change of Use for the purpose of Motor sport facility (Quad bike and Motor bike riding), Outdoor sport and recreation (Bushwalking, Animal feeding and Animal rides, Mountain biking, Farm tours, and Train rides), Tourist Park (camping up to 200 people), Food and drink outlet (mobile food/drink van and small convenience shop) on land at 9674 Cunningham Highway, Tregony, described as Lot 94 ML1347, Parish of Gilbert, County of Merivale, be approved subject to the following conditions:

Schedule 1 - Southern Downs Regional Council Conditions

Approved Plans

1. The development of the site is to be generally in accordance with the following proposal plans submitted with the application, as determined by the Director Planning and Environment, and subject to the final development being amended in accordance with the conditions of this approval.
 - Plan Titled: Map 1: Proposed camping area and amenities, prepared by Ben Window.
 - Plan Titled: Map 2: Proposed motorbike exclusion areas on Northern side of property, prepared by Ben Window.
 - Plan Titled: Map 3: Proposed motorbike exclusion areas on Southern side of property, prepared by Ben Window.
 - Plan Titled: Map 4 - Amended to include beginner area: Proposed parking, motorbike tracks and driveways, prepared by Ben Window.
 - Plan Titled: Map 5: Purpose built motorbike tracks on Northern side of property, prepared by Ben Window.
 - Plan Titled: Map 6: Purpose built motorbike tracks on Southern side of property, prepared by Ben Window.
 - Plan Titled: Map 8: Existing living area, sheds and access, prepared by Ben Window.

Land Use and Planning Controls

2. This approval allows the use of the site for:
 - Bushwalking;
 - Mountain/BMX bike riding;
 - Quad bike riding;
 - Motorbike riding;
 - Animal feeding and farm tours;
 - Train rides/shuttle or courtesy ride to and from tracks and/or farm tour;
 - Camping accommodation with a maximum of 200 people per night including restrained dogs;
 - Day visitors of up to 100 people per day;
 - Parking for up to 100 day visiting people;
 - Mobile coffee/food van;
 - Hand - led horse rides; and
 - Small convenience shop, office/reception
3. Written advice is to be provided to Council if at any time the property is leased or sold to new owners to operate the approved uses. The written advice is to be from the new owner/operator and is to acknowledge their awareness of the Development Permit and their awareness of the need to comply with the conditions and subsequent requirements of the use.
4. This approval does not allow for the use of the land for motorbike racing or as a 4WD park, unless approvals are obtained in accordance with Council's Local Laws or a separate

development permit is obtained.

5. The development shall generally operate as follows:
 - Camping, bushwalking, mountain/BMX riding, and animal feeding can operate seven days a week; and
 - The riding of motorbikes and quad bikes shall generally only occur on Friday, Saturday, Sunday, Mondays, public holidays, including local and South-East Queensland show holidays, and for the duration of the Queensland and New South Wales school holidays. Motorbikes and quad bikes can only be ridden between the hours of 8.00am to 6.00pm. This condition does not apply to the owner/s and employees for purposes associated with the rural and approved use of the land.
6. The approved accommodation must be used for short term guests only. The camping ground must not be occupied by persons for the purpose of permanent accommodation, excluding those persons in the two manager's residences for the premises. No person other than the managers and their families are to reside in the Tourist Facility for more than 45 days consecutively, or more than 90 days in any 12 month period.
7. The maximum number of guests accommodated in the camping ground at any one time must not exceed 200 persons. This does not include day visitors.
8. A maximum of 100 day visitors are permitted on site at any one time.
9. The Bushfire risk assessment and risk mitigation compliance report, updated 10 June 2014, prepared by Queensland Bushfire Risk Assessments is to be kept up to date and is to be complied with, including the implementation of the recommendations. It is noted that the Action Plan requires the identification of emergency assembly areas and evacuation procedures.
10. A suitable area for an emergency helipad is to be kept clear at all times. The area is to be easily accessible by motorised vehicles.
11. No materials or goods associated with the development are to be displayed or stored within the car park or landscaped areas, or outside the boundaries of the site.
12. Any water supply point which provides water not suitable for drinking is labelled '**UNSUITABLE FOR DRINKING**' and provided with a **symbol** which is easily recognisable by non-English speaking people.
13. A telecommunications system can be accessed at all times in the event of an emergency.
Please note the existing mobile phone arrangement is acceptable.
14. A copy of the Certificate of Compliance for Plumbing and Drainage Works is to be provided to Council. (See advisory note below.)
15. A copy of the Form 21 (Final Inspection Certificate) issued for the building works associated with the ablution block is to be provided to Council prior to the use commencing. (See advisory note below.)
16. A copy of the Form 11 (Certificate of Classification) issued for the building works associated with the Shop is to be provided to Council within 90 days of the date of this approval. (See advisory note below.)

Amenity & Environmental Controls

17. The carrying out of the activity must not result in the release of emissions or contaminants that cause an environmental nuisance or harm. This includes but is not limited to:
 - (a) Noise;
 - (b) Odour;
 - (c) Dust;

- (d) Liquids; and
- (e) Light.

18. The applicant is to provide amenities for use by the day visitors. The additional amenities may be included in the same building as the amenities required by Council's Subordinate Local Law No. 1.8 (Operation of Caravan Parks). The following facilities are required:
 - Male: 1 toilets
1 urinal (or an additional toilet)
 - Female: 2 toilets
 - Unisex facilities may be provided in lieu of gender specific facilities.
19. An appropriate spill kit for the management of wastes and hazardous liquids associated with the activity must be readily available at the site. Anyone operating under this approval must be trained in the use of the spill kit.
20. Any liquid spills must be cleaned up as soon as practical and disposed of in an appropriate manner that ensures environmental harm does not occur.
21. There must be no release that has been in contact with any contaminants at the site to any waters, roadside gutter or stormwater drain.
22. All material shall be stored so as not to:
 - (a) Provide any harbourage or attraction for rats, mice or other vermin; or
 - (b) Provide a breeding place for mosquitoes; or
 - (c) Be unsightly.
23. A sufficient number of suitable waste receptacles must be provided on site at all times. Waste receptacles must be regularly serviced to prevent unsightly accumulations of waste or environmental harm being caused.
24. Provision shall be made for the storage and removal of refuse and recyclables in accordance with the *Waste Reduction and Recycling Act 2011* to the satisfaction of the Director Planning and Environment. General waste is to be suitably collected at least once per week and recyclables collected at least once per fortnight and disposed of so as not to adversely impact on the environment. Where collection is not possible, general waste must be removed at least once per week and disposed of at either the Warwick Central Waste Management Facility or the Maryvale Waste Transfer Station.
25. Any external light must be installed so that light shines down and away from adjacent premises and roads and does not exceed 8 lux at the property boundary.
26. Trafficable areas within the approved place must be maintained using all reasonable and practicable measures necessary to minimise the release of windblown dust or traffic generated dust to the atmosphere.
27. No effluent is to drain from the site or into any watercourse.
28. The watercourse on the land is not to be used for the washing of people, clothing, utensils, motor vehicles or the like. Measures must be introduced to ensure the waterway is not used for these purposes, e.g. fencing and/or signage.
29. Advertising Devices relating to the Motor sport facility, Outdoor sport and recreation, Tourist park, and Food and drink outlet may **only** be erected on the subject land, i.e. Lot 94 ML1347. The location, size, type and content of any advertising sign or device located on the land is to be compatible with the rural character of the surrounding area. No advertising signs or devices are to be located on any other land, unless all applicable approvals are obtained under the Planning Scheme and the relevant local laws. No advertising signs or devices are to be located within the road reserve.

Please note that the existing signage is acceptable.

30. The following must be displayed in the office or other readily accessible place on the premises at all times:
- a plan of the Camping and Caravan Park;
 - a copy of the Gap Creek Farm rules, which may be amended to incorporate matters conditioned in this approval, including the maximum noise levels permitted; and
 - a copy of the Evacuation plan.

Complaint management

31. The operator of the activity must record the following details for all complaints received and provide this information to Council on request:
- (a) time, date, name and contact details of the complainant;
 - (b) reasons for the complaint;
 - (c) any investigations undertaken;
 - (d) conclusions formed; and
 - (e) any actions taken.
32. All complaints received must be investigated and relevant strategies implemented to remedy the problem. The complainant must be informed of the outcome of the investigation and any actions taken to avoid recurrence of the problem.
33. If the complaint is in relation to noise from motorbikes and/or quad bikes on certain tracks and/or trails, tracks and/or trails must be closed while the complaint is investigated. If motorbike and/or quad bike on track and/or trail is determined to be creating a noise nuisance, an acoustically designed noise barrier for that section is to be installed by a suitably qualified person. The noise barrier is to be of solid and continuous construction with negligible holes and/or gaps. The design must be submitted to the Manager Environmental Services for approval prior to construction. Alternately, the track and/or trail must be closed and moved.
34. Neighbours must be informed of any unusual events or problems that may affect their amenity. The expected timeframe of the impact, and the mitigation

Conditions specific to the Caravan Park and Camping Ground

35. No camping infrastructure, such as rubbish bins, lighting, sullage points, etc, are to be located within 30 metres of Gap Creek.
36. Camping is to be setback at least 20 metres from the eastern property boundary, and conducted within the area identified on Plan Titled: Map 1: Proposed camping area and amenities, prepared by Ben Window.
37. Activities conducted at the Camping and Caravan Park must not create a noise nuisance or disturbance to persons not connected with the development. The playing of loud music is prohibited between the hours of 10.00pm and 10.00am.
38. The applicant is to note that domestic animals are likely to impact on rural activities on the subject and adjoining land. Each dog brought onto the site by a person staying in the Caravan Park and Camping Ground is to be kept under effective control, be restrained at all times at a location adjoining the camp site, and is not to enter the site south of the Cunningham Highway.
- Domestic animals, other than dogs, are not permitted to be brought onto the subject land by any person staying at the Caravan Park and Camping Ground, except by the permanent residents of the property.
39. Firewood must be supplied for campers/caravaners by the operator to minimise the potential destruction of native vegetation by patrons of the camping grounds.

40. No camping should occur on any of the designated bike tracks or trails, or outside of the approved camping area.

Conditions specific to Motorbike and Quad bike riding

41. The number of motorbikes and quad bikes on site at any one time is not to exceed 300 vehicles at any one time.
42. The number of motorbikes and quad bikes in use at any one time distributed between all tracks and trails is limited to 100 vehicles. The distribution rate between track and trail areas is as follows:
- Kids tracks (three tracks in total) – 40%
 - Adult motocross tracks (three tracks in total) – 40%
 - Trail rides – 20%
43. If the noise from a motorbike and/or quad bike appears to be excessive, when compared to other motorbikes and/or quad bikes on site, the bike must be tested to ensure compliance with section 16.2 of the Manual of Motorcycle Sport, and be required to meet a noise limit of 95dB(A) when tested 30 metres from the side of the track where the motorbike/quad bike is being ridden. If compliance with this requirement is not achieved, the motorbike and/or quad bike, must be subject to repair or maintenance measures to ensure the motorbike and/or quad bike complies with the conditions. If the motorbike and/or quad bike cannot comply with the noise limit the bike is prohibited from being ridden on the land.
44. The riding of motorbikes and quad bikes is to be confined to existing designated tracks and trails only, in accordance with Plan Titled: Map 4 - Amended to include beginner area: Proposed parking, motorbike tracks and driveways, prepared by Ben Window, Plan Titled: Map 5: Purpose built motorbike tracks on Northern side of property, prepared by Ben Window, and Plan Titled: Map 6: Purpose built motorbike tracks on Southern side of property, prepared by Ben Window.
45. The use of the tracks is to be in accordance with the purpose identified on Plan Titled: Map 4 - Amended to include beginner area: Proposed parking, motorbike tracks and driveways, prepared by Ben Window, Plan Titled: Map 5: Purpose built motorbike tracks on Northern side of property, prepared by Ben Window, and Plan Titled: Map 6: Purpose built motorbike tracks on Southern side of property, prepared by Ben Window, i.e. kids tracks and novice track.
46. Motorbike and quad bike riding is not allowed in the exclusion areas in accordance with Plan Titled: Map 2: Proposed motorbike exclusion areas on Northern side of property, prepared by Ben Window and Plan Titled: Map 3: Proposed motorbike exclusion areas on Southern side of property, prepared by Ben Window, subject to compliance with Condition 47.
47. Motorbike and quad bike riding is not to be conducted within 50 metres of the southern, eastern and western boundaries, and not within 600 metres of the northern boundary of the land. An exception to this is on the northern side of Cunningham Highway, on the eastern boundary where an 80 metre section of one of the Kids tracks is 5 metres from the boundary.
48. Barriers, including fences, signs and gates, must be installed to prevent exclusion zones being entered.
49. Purpose built tracks and trails must be maintained using all reasonable and practicable measures necessary to minimise the release of windblown dust or traffic generated dust to the atmosphere.
50. The applicant is to take measures to prevent and repair sites of erosion, in accordance with the Department of Environment and Resource Management Fact Sheet entitled "Erosion control on property roads and tracks - cross sections and locations" (see attached).
51. Tracks and trails are to be temporarily closed when erosion issues are identified to enable rehabilitation.

Fencing, Landscaping and Buffers

52. All existing native vegetation along the bank of Gap creek must be retained.
53. The maximum number of trees on site are to be retained.
54. The areas of the land, adjoining the Cunningham Highway are to be allowed to naturally revegetate to reduce the visual impact of the tracks and trails. Fences and structures are to be erected to channel riders to the tracks and trails, ensuring that further degradation of this area doesn't occur.
55. Control measures, including fences and signs, are to be installed to ensure no motorbikes and/or quad bikes enter land not associated with this approval.

Car Parking and Vehicle Access

56. The internal driveways to the Caravan Park and Camping Ground, Office, day visitor parking areas and the picnic area, are to be constructed in all-weather gravel. The internal driveways are to be maintained.
57. Tourists are not permitted to cross over the Cunningham Highway to access the southern portion of the property. The existing underpass is to be used by tourists. Written advice is to be provided from the Department of Transport and Main Roads ensuring that the applicants have legal access to the existing underpass, prior to its use. This may include the requirement for easements.

Roadworks and Stormwater Drainage

58. Any footpaths, kerbing and channelling, roadworks and drainage works damaged during construction of the development are to be reinstated to the pre-existing condition, unless otherwise required by the Director Engineering Services.
59. The internal access driveway, from the Cunningham Highway, is to be sealed for at least 20 metres into the property. The seal is to link from the Cunningham Highway roadway, and be of sufficient width to allow two vehicles to pass. These works are to be constructed to Council's standards.
60. Site stormwater runoff must be collected, detained and discharged where appropriate in a manner that does not increase the quantity or concentration of stormwater flow in comparison to the pre-development condition. Where necessary, suitable easements to legal points of discharge, which may include adjoining properties, shall be provided to Council, at the developer's cost.

Water Supply and Sewerage

61. No effluent is to be treated or release on site, unless appropriate approvals are gained from the Department of Environment and Heritage Protection for an Environmentally Relevant Activity (ERA) licence or similar.
62. Wastewater is to be disposed of by means of a suitable septic system in accordance with the *Queensland Plumbing and Wastewater Code*, and pumped out by a regulated contractor when required. An approval for plumbing and drainage works must be obtained in accordance with the *Plumbing and Drainage Act 2002* prior to the system being installed.
63. The site must be provided with a water storage reservoir having a minimum of 10,000 litres of water for emergency fire fighting purposes. Such storage must be provided in addition to the water supply capacity required for the use and must be provided in the form of either an accessible dam, swimming pool or rainwater tank. If storage is to be provided in a rainwater tank, water storage for fire fighting purposes must be provided either in a separate rainwater tank or a reserve section in the main water supply tank on which:
 - (a) the domestic take off from the tank is at or above the 10,000 litre point; and
 - (b) standard rural fire brigade fittings are fitted to the tank outlet for access by rural fire services vehicles.

Adopted Infrastructure Charges Notice

64. Payment is to be made to Council in accordance with the Adopted Infrastructure Charges Notice attached to the decision notice.

Advisory Notes

- (i) Unless otherwise stated, all conditions of this approval are to be complied with to the satisfaction of the Director Planning and Environment, prior to the use commencing, and then compliance maintained at all times while the use continues.
- (ii) Any proposal to increase the scale or intensity of the use on the subject land, that is assessable development under the Planning Scheme, would be subject to a separate application for assessment in accordance with the *Sustainable Planning Act 2009* and would have to comply with the requirements of the Planning Scheme.
- (iii) If food is to be prepared on site for sale at the shop, an application for licence under the *Food Act 2006* are to be submitted to Council prior to the commencement of this aspect of the use.
- (iv) If water is to be supplied for the development from a spring/bore/dam on the site, written advice must be supplied from the Department of Natural Resources and Mines that water may be lawfully supplied from that source.
- (v) **Plumbing and Drainage Approval is to be obtained** in accordance with the *Plumbing and Drainage Act 2002* for the proposed plumbing and drainage works. The application for Plumbing and Drainage approval must be submitted to Council with the appropriate **forms, plans and fees** associated with this application. **A Certificate of Compliance must be issued** for the works prior to the use commencing.
- (vi) **Building Approval is to be obtained** in accordance with the *Sustainable Planning Act 2009* for the proposed building work associated with the ablutions. The building application must be submitted to a Building Certifier with the appropriate **forms, plans and fees** associated with this application. The building plans are to accord with the plans approved in this approval. The building is to be constructed in accordance with the Building Approval prior to the commencement of the use. **A Form 21 (Final Inspection Certificate) must be issued for the building works prior to the use commencing.**
- (vii) **Building Approval is to be obtained** in accordance with the *Sustainable Planning Act 2009* for the proposed building work associated with the Shop. The building application must be submitted to a Building Certifier with the appropriate **forms, plans and fees** associated with this application. The building plans are to accord with the plans approved in this approval. The building is to be constructed in accordance with the Building Approval prior to the commencement of the use. **A Form 11 (Certificate of Classification) must be issued for the building works prior to the use commencing.**
- (viii) No clearing of remnant vegetation or regulated regrowth vegetation is to occur under this approval. A Development Permit for Operational Works must be obtained from the Department of Environment and Resource Management for the clearing of any remnant vegetation, unless exempt under Schedule 24 of the *Sustainable Planning Act 2009*.
- (ix) All activities on site must ensure that compliance with the *Environmental Protection Act 1994* is achieved.
- (x) All reasonable and practical measures must be taken to prevent unlawful environmental nuisance

Specific Caravan Park and Camping Ground advisory notes

- (xi) An application must be submitted and approved by Council for an approval to operate under Council's Subordinate Local Law No. 1.8 (Operation of Caravan Parks). In accordance with Council's Subordinate Local Law No. 1.8 (Operation of Caravan Parks), the following is some of the information that must be submitted with an application for an approval to operate:
 - A site plan of the caravan park, drawn to scale, showing the following particulars:

- (a) the location and real property description of the place at which the caravan park is to be operated; and
 - (b) the boundaries of the caravan park; and
 - (d) the location of each road and building situated within the caravan park; and
 - (e) details of the water supply system, including the position of all water points; and
 - (f) the position of all waste containers; and
 - (g) details of the sewerage system including the position of each sanitary convenience, ablution and laundry building; and
 - (h) details of the on-site sewerage facilities and the waste water disposal system; and
 - (i) the position of all fire places; and
 - (j) the nature and position of:
 - (i) all fire safety installations; and
 - (ii) all electrical installations; and
 - (iii) all food preparation areas; and
 - (iv) all recreational facilities; and
 - (v) all car parking facilities.
- Written advice from the Queensland Fire and Rescue Service (QFRS) that the provision of suitable and appropriate fire fighting facilities are provided throughout the site.
 - A current certificate of testing and compliance issued under the Electrical Safety Act 2002.
 - A copy of an evacuation plan, approved by a recognised authority, showing all necessary assembly areas.
 - All sites must be located at least 6 metres from and no more than 200 metres from the sanitary conveniences and ablutionary facilities.
- (xii) The following are some of the requirements under Council's Subordinate Local Law No. 1.8 (Operation of Caravan Parks) that will be required to be complied with, unless otherwise approved. Please note this is not an exhaustive list, and further information on the requirements under Council's Subordinate Local Law No. 1.8 (Operation of Caravan Parks) can be obtained from Council.
- (a) A sufficient supply of potable water is to be provided for drinking purposes, which complies with the National Health and Medical Research Council's Australian Drinking Water Guidelines. A water supply management plan may be required to be submitted for approval.
 - (b) The approval holder must ensure that, if water obtained from a particular water outlet in the caravan park may be unsuitable for drinking, a sign is predominantly displayed at the outlet stating 'Unsuitable for Drinking'.
 - (c) The approval holder must provide and maintain adequate toilet, bathing and showering facilities for persons of both sexes (including disabled persons) using the caravan park, including:
 - (i) at least 1 shower or bath (in a separate cubicle) for each sex, for every 15 individual sites; and
 - (ii) at least 1 hand basin for every 4 shower cubicles (or baths) for each sex; and
 - (iii) for females- at least 1 water closet for every 7 individual sites (or part thereof) up to 40 sites, and at least 1 water closet for every 15 individual sites (or part thereof) in excess of 40 sites; and
 - (iv) for males- at least 1 water closet for every 10 individual sites (or part thereof) up to 40 sites, and at least 1 water closet for every 15 individual sites (or part thereof) in excess of 40 sites, and at least 0.6m of urinal stall for every 20 sites (or part thereof); and

- (v) individual shower (or bath) and water closet cubicles must be constructed so as to totally conceal a person within the cubicle from persons who may be outside the cubicle; and
- (vi) hot and cold water is to be reticulated to every shower, bath and hand basin.
- (d) Provide laundry facilities in the ratio of 1 set of twin wash tubs and 1 clothes washing machine or washing boiler and 1 clothes hoist or an equivalent length of clothes line for every 20 sites or part of a site.
- (e) There is to be no wastewater disposed of from caravans, motor homes, or camping infrastructure, onto the ground. At least one liquid waste (sullage) disposal point, at a distance from all sites that is considered reasonable by the local government, must be provided. All wastewater must only be disposed of at the designated sullage disposal point(s) on-site. The disposal point(s) must be connected to a sewerage system and it is recommended that it is provided with a water stand pipe and impervious paved area graded to a central drainage inlet which is connected to the sewerage system. If complaints are received on this matter, or non-compliance is identified during future inspections, the operator may be required to install sullage points around the park within access to each site.
- (f) The approval holder must not erect or locate an accommodation or suffer or permit an accommodation to be erected or located, closer than 3m to any other accommodation.
- (g) The approval holder must keep and maintain a register which details:
 - (i) the name and address of each person who hires a site at the caravan park; and
 - (ii) if a caravan is brought onto the site - the registration number of the caravan and (if applicable) the vehicle towing it; and
 - (iii) the dates when the hiring of the site begins and ends.

Specific Motor bike and Quad bike riding advisory notes

- (xiii) The *Manual of Motorcycle Sport* must be adhered to whilst recreational motorbike and quad bike riding is being conducted.

Aboriginal Cultural Heritage

- (xiv) All reasonable and practicable measures must be taken to ensure that no harm is caused to Aboriginal cultural heritage (the "cultural heritage duty of care"). The cultural heritage duty of care is met if the development is conducted in accordance with gazetted cultural heritage duty of care guidelines. Further information on cultural heritage, together with a copy of the duty of care guidelines and cultural heritage search forms, may be obtained from www.datsima.qld.gov.au

Schedule 2 – Department of State Development, Infrastructure and Planning conditions as a Concurrence agency

Our reference: SDA-0714-012974
 Your reference: ASO:ASO/MCU01549

Attachment 1—Conditions to be imposed

No.	Conditions	Condition timing
Development Permit – Material Change of Use (Establishment of an Outdoor Sport and Recreation, Motor Sport Facility, Tourist Park and Food and Drink Outlet)		
Pursuant to section 255D of the <i>Sustainable Planning Act 2009</i> , the chief executive administering the Act nominates the Director-General of the Department of Transport and Main Roads (DTMR) to be the assessing authority for the development to which this development approval relates for the administration and enforcement of any matter relating to the following conditions:		
In accordance with approved plans		
1.	The development must be carried out generally in accordance with the following plans: <i>Access location as shown in "Figure 4 – Access Driveway Location" prepared by Pekol Traffic and Transport dated 26 February 2014.</i>	At all times
Location of the direct vehicular access to the state-controlled road		
2.	Direct access is not permitted between the state-controlled road and the subject site at any location other than the permitted road access location (for which approval under section 62 of the <i>Transport Infrastructure Act 1994</i> must be obtained). The new access point is to be generally in accordance with <i>"Figure 4 – Access Driveway Location (westernmost access)" prepared by Pekol Traffic and Transport dated 26 February 2014 (page 5).</i>	At all times
Stormwater and drainage impacts on the state-controlled road		
Internal and external manoeuvring associated with direct vehicular access to the state-controlled road		
3.	All vehicles must enter and exit the subject site at the permitted road access location (for which approval under section 62 of the <i>Transport Infrastructure Act 1994</i> must be obtained) in a forward motion.	At all times
4.	(a) The new site access and Cunningham Highway is to be upgraded to an Auxiliary Left Turn Treatment (AUL(s))/ Channelised Right Turn Treatment (CHR(s)). The intersection must be designed and constructed in accordance with DTMR's <i>Road Planning and Design Manual</i> , including the <i>Interim Guide to Road Planning and Design Practice</i> and any reference material identified therein; AND (b) The intersection/s/upgrades must be provided by the applicant at no cost to DTMR. AND (c) All adjustments and/or relocations to existing services within the state-controlled road as a result of the development are at the applicant's expense.	Prior to the commencement of use

No.	Conditions	Condition timing
5.	The existing vehicular property accesses located between the subject site and the Cunningham Highway must be permanently closed and removed, and the table drain reinstated.	Prior to the commencement of use

Our reference: SDA-0714-012974
Your reference: ASO:ASO/MCU\01549

Attachment 2—Reasons for decision to impose conditions

The reasons for this decision are:

- To ensure the development is carried out generally in accordance with the plans of development submitted with the application;
- To ensure access to the state-controlled road from the site does not compromise the safety and efficiency of the state-controlled road;
- To ensure the turning movements of vehicles entering and exiting the premises via the road access maintains the safety and efficiency of the state-controlled road;
- To ensure a safe path for vehicles turning off the highway; and
- To maintain the safety and efficiency of the state-controlled road by reducing the number of road accesses.

Attachments

1. Submissions to application for Material Change of Use - Gap Creek Farm Pty Ltd, 9674 Cunningham Highway, Tregony (Excluded from agenda - Provided under separate cover)[View](#)

11. REPORTS OF DEPUTATION OR CONFERENCE & REPORTS FROM DELEGATES APPOINTED BY COUNCIL TO OTHER BODIES

Nil

12. NOTICES OF MOTION

Nil

RESOLUTIONS UPDATE

A Resolutions Update List is attached. This document will provide an ongoing record of Council Resolutions and actions taken in relation to those Resolutions.

13. GENERAL BUSINESS

14. CONSIDERATION OF CONFIDENTIAL BUSINESS ITEMS

In accordance with the provisions of Section 275(1) of the *Local Government Regulation 2012*, a local government may resolve to close a meeting to the public and move 'into Committee' to discuss confidential items, such that its Councillors or members consider it necessary to close the meeting.

Recommendation

THAT the meeting be closed to the public and move into committee to discuss the following items, which are considered confidential in accordance with Section 275(1) of the *Local Government Regulation 2012*, which permits the meeting to be closed to the public for business relating to the following, as indicated:

14.1 Executive - Submission to the Australian Federal Government for Seed Funding for the Emu Swamp Dam Project

Reason for Confidentiality

This item is considered confidential in accordance with section 275(1)(c) of the *Local Government Regulation 2012*, as it contains information relating to the local government budget.

14.2 BCS - Vacant Water Charges

Reason for Confidentiality

This item is considered confidential in accordance with section 275(1)(c) of the *Local Government Regulation 2012*, as it contains information relating to the local government budget.

14.3 BCS - Request for a Refund of Vacant Water Access Charges

Reason for Confidentiality

This item is considered confidential in accordance with section 275(1)(d) of the *Local Government Regulation 2012*, as it contains information relating to rating concessions.

14.4 BCS - Sale of Land for Unpaid Rates

Reason for Confidentiality

This item is considered confidential in accordance with section 275(1)(h) of the *Local Government Regulation 2012*, as it contains information relating to business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage.

14.5 BCS - Home Haemodialysis

Reason for Confidentiality

This item is considered confidential in accordance with section 275(1)(d) of the *Local Government Regulation 2012*, as it contains information relating to rating concessions.

14.6 BCS - Rating Consultation Group (RCG)

Reason for Confidentiality

This item is considered confidential in accordance with section 275(1)(c) of the *Local Government Regulation 2012*, as it contains information relating to the local government budget(h) of the *Local Government Regulation 2012*, as it contains information relating to and business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage.

14.7 BCS - Proposed Use of Surplus Funds from the 2014-2015 Community Support Program

Reason for Confidentiality

This item is considered confidential in accordance with section 275(1)(c) of the *Local Government Regulation 2012*, as it contains information relating to the local government budget.

14.8 BCS - Festivals and Carnivals Budget Proposal 2014-2015

Reason for Confidentiality

This item is considered confidential in accordance with section 275(1)(c) of the *Local Government Regulation 2012*, as it contains information relating to the local government budget.

14.9 Costs to Provide Assistance to River Trusts

Reason for Confidentiality

This item is considered confidential in accordance with section 275(1)(c) of the *Local Government Regulation 2012*, as it contains information relating to the local government budget.

14.10 Report on Potential Property Modification Measures in Stanthorpe and Leyburn

Reason for Confidentiality

This item is considered confidential in accordance with section 275(1)(c) of the *Local Government Regulation 2012*, as it contains information relating to the local government budget.