



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, 23 September 2015** at **9.00AM**.

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

David Keenan

CHIEF EXECUTIVE OFFICER

17 September 2015

Presentation

10.30am Presentation to Blue Care Stanthorpe of Proceeds from Council's "Casual for a Cause"

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WEDNESDAY, 23 SEPTEMBER 2015 General Meeting of Council

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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 - 26 August 2015

Recommendation

THAT the minutes of the General Council Meeting held on Wednesday 26 August 2015 be adopted.

4.2 Special Council Meeting - 7 September 2015


Recommendation

THAT the minutes of the Special Council Meeting held on Monday 7 September 2015 be adopted.

5. ACTIONS FROM COUNCIL MEETINGS

5.1 Actions from Previous Council Meeting

Document Information

 Southern Downs REGIONAL COUNCIL	Report To: General Council Meeting	
	Reporting Officer:	Meeting Date: 23 September 2015
	Chief Executive Officer	File Ref: 13.42

Recommendation

THAT Council receive the report and note the contents.


Report


The purpose of this report is to provide a summary of Actions resulting from resolutions from the August 2015 General Council Meeting.


A copy of the Actions report is attached.


Attachments

1. Actions from August 2015 General Council Meeting [View](#)

<div>  <div> ACTIONS FROM PREVIOUS GENERAL COUNCIL MEETING <div> Date From: 26/08/2015 Date To: 26/08/2015 </div> </div> </div>					
MEETING DATE	ITEM NUMBER	AGENDA ITEM	ACTION OFFICER	ACTION TO DATE	COMPLETED
26 August 2015	5.1	Actions from Previous Council Meeting	David Keenan	16 Sep 2015 - 12:38 PM - Marion Seymour Noted	15/08/2015
26 August 2015	7.1	Correspondence	David Keenan	16 Sep 2015 - 12:38 PM - Marion Seymour Noted	15/08/2015
26 August 2015	12.9	Negotiated Decision - Kairie Pty Ltd, Dight Road, Rosenthal Heights	Angela O'Mara	16 Sep 2015 - 2:17 PM - Alison Billrough Report withdrawn at this time	15/08/2015
26 August 2015	9.1	110th LGAQ Annual Conference	David Keenan	16 Sep 2015 - 12:39 PM - Marion Seymour Mayor, Cr McNally & CEO registered to attend. Certificate of Service being organised.	11/08/2015
26 August 2015	9.1.1	Motions for 2015 LGAQ Annual Conference	David Keenan	16 Sep 2015 - 12:40 PM - Marion Seymour Motions submitted to LGAQ 28 August 2015	29/08/2015
26 August 2015	9.1.2	Future Consideration of Motions for LGAQ Annual Conference	David Keenan	16 Sep 2015 - 12:43 PM - Marion Seymour Noted for next year.	15/08/2015
26 August 2015	9.1.3	Submission of Motion on Budget Accommodation for 2016 LGAQ Annual Conference	David Keenan	16 Sep 2015 - 12:44 PM - Marion Seymour Motion submitted to LGAQ 27/8/2015	27/08/2015
26 August 2015	10.1	BCS - Financial Report as at 31 July 2015	James Ovenshine	14 Sep 2015 - 1:24 PM - Sue Harold No further action required.	14/08/2015
26 August 2015	10.1.1	Creation of Reserves	David Tuckford	14 Sep 2015 - 1:24 PM - Sue Harold As requested at the 26 August 2015 Council Meeting, a report detailing the legislative framework required for the creation of reserves was prepared for the 23 September 2015 Council Meeting.	14/08/2015
26 August 2015	10.1.2	Stanthorpe Burial Wall Vaults - Next Stage	David Tuckford	14 Sep 2015 - 1:26 PM - Sue Harold Council report drafted for the 23 September 2015 Council Meeting.	14/08/2015
26 August 2015	10.2	BCS - SDRC Operational Plan Quarterly Review - April to June 2015	Peter Gribbin	14 Sep 2015 - 1:27 PM - Sue Harold Updated and loaded onto the SDRC Website.	14/08/2015
26 August 2015	10.3	BCS - Executive Performance Report - July 2015	Peter Gribbin	14 Sep 2015 - 1:28 PM - Sue Harold	14/08/2015

 ACTIONS FROM PREVIOUS GENERAL COUNCIL MEETING <div> Date From: 26/08/2015 Date To: 26/08/2015 </div>				
				No further action required.
26 August 2015	10.4	BCS - Regional Arts Development Fund (RADF) Revised Guidelines	Shelle Stebbings	14 Sep 2015 - 1:29 PM - Sue Harold Adopted revised SDRC RADF Guidelines circulated in conjunction to Round 1 opening. Submitted Budget Amendment Form to reflect reduction of Arts Queensland funding and Council's co-contribution.
26 August 2015	10.5	BCS - 2016 Show Holidays	David Tuxford	14 Sep 2015 - 1:30 PM - Sue Harold Correspondence sent to DJAG nominating the adopted Show Holiday dates for 2016. Correspondence sent to the Qld Electoral commission requesting the electoral office is open on the Show public holiday on Friday, 18 March 2016 for the 2016 Local Government Elections.
26 August 2015	10.6	BCS - Aerodrome Advisory Group (AAG)	Michael Bell	14 Sep 2015 - 1:32 PM - Sue Harold Resolution "Noted" by the Manager Community Facilities.
26 August 2015	11.1	Engineering Monthly Report	Peter See	08 Sep 2015 - 4:47 PM - Barb Fagan Noted
26 August 2015	12.1	Material Change of Use - Scott and Jan Wilson, 55 George Street, Hendon	Angela O'Mara	18 Sep 2015 - 2:18 PM - Alison Blibrough Deferred to Special Meeting 7 September 2015
26 August 2015	12.2	Material Change of Use - CDS Investments No1 Pty Ltd, 75-80 Percy Street, Warwick	Angela O'Mara	18 Sep 2015 - 2:20 PM - Alison Blibrough Deferred to Special Meeting 7 September 2015
26 August 2015	12.4	Negotiated Decision - Property Projects Australia (Crompton and Pope), Cunningham Highway and Gledfield Beck Road, Gledfield	Angela O'Mara	18 Sep 2015 - 12:00 PM - Alison Blibrough Actioned in accordance with Council Resolution. Decision Notice mailed to applicant.
26 August 2015	12.5	Request to waive application fee for Stanthorpe and District Men's Shed	Cedric Barnard	18 Sep 2015 - 2:28 PM - Alison Blibrough Memo sent to MPD to action Council's decision.
26 August 2015	12.6.1	Roadside Camping Policy	Tim O'Brien	18 Sep 2015 - 12:04 PM - Alison Blibrough Memo sent to ADPE, AMES and SEO to action in accordance per Council Resolution.
26 August 2015	12.6.2	Non Commercial Camping Options - Referral	Angela O'Mara	18 Sep 2015 - 12:00 PM - Alison Blibrough memo sent to ADPE, AMES & SEO to action in accordance per Council Resolution

 ACTIONS FROM PREVIOUS GENERAL COUNCIL MEETING <div> Date From: 26/08/2015 Date To: 26/08/2015 </div>					
26 August 2015	12.6.1	Non Commercial Camping Options	Cecil Bernard	18 Sep 2015 - 1:00 PM - Alison Blibrough Memo sent to ADPE, AMES & SEO to action in accordance per Council Resolution.	15/09/2015
26 August 2015	12.6	Non Commercial Camping Options and Overflow Policy	Nicole Collett	18 Sep 2015 - 1:02 PM - Alison Blibrough Memo sent to ADPE, AMES and SEO to action per Council Resolution	15/09/2015
26 August 2015	13.1	Reports from Delegates	David Keenan	18 Sep 2015 - 12:45 PM - Marion Seymour Noted.	15/09/2015
26 August 2015	15.1	Review of Lease Policy	David Tuxford	14 Sep 2015 - 1:38 PM - Sue Harrold Lease policy to be reviewed at the 23 September 2015 Council Meeting.	14/09/2015
26 August 2015	15.2	GrainX Operations, Alons	Tim O'Brien	18 Sep 2015 - 2:37 PM - Alison Blibrough AMES & SEO to Report in September meeting	15/09/2015
26 August 2015	15.3	Advice from Officers of State Government Departments	David Keenan	18 Sep 2015 - 12:45 PM - Marion Seymour Noted	15/09/2015
26 August 2015	18.1	BCS - Compulsory Third Party (CTP) Insurance Review	Peter Gribbin	18 Sep 2015 - 12:23 PM - Sue Harrold Council Insurance brokers have been informed of Council's decision in relation to CTP Insurance and requested to transfer all Council vehicles to QBE Insurance.	15/09/2015
26 August 2015	18.2	BCS - Freehold Lease at Alice Street, Warwick	Peter Gribbin	18 Sep 2015 - 12:23 PM - Sue Harrold APRA has been informed of Council's decision and requested to attend a meeting with Council staff on 22 October 2015.	15/09/2015
26 August 2015	18.3	BCS - Building Our Regions & Community Resilience Funding 2015	Peter Gribbin	14 Sep 2015 - 1:34 PM - Sue Harrold Noted. Grant applications are currently being developed for lodgement.	14/09/2015
26 August 2015	18.4	Vacant Water Access Charges	Tendelei Mapasa	28 Aug 2015 - 12:31 PM - Barb Fagan Memo sent to the Manager Water & Wastewater advising of Council's resolution and request that he take any necessary action to implement the resolution	28/08/2015
26 August 2015	18.5	Contract Number 16001 - Construction of the Northern Granite Belt Waste Transfer Station	Nicole Collett	18 Sep 2015 - 2:34 PM - Alison Blibrough Letter sent to advise of successful tender	15/09/2015


 ACTIONS FROM PREVIOUS GENERAL COUNCIL MEETING <div>Date From: 26/08/2015 Date To: 26/08/2015</div>			
26 August 2015	Confirmation of Minutes General Council Meeting - 28/07/2015	Merion Seymour	18 Sep 2016 - 12:37 PM - Merion Seymour Noted
26 August 2015	Confirmation of Minutes Special Council Meeting - 10/08/2015	Merion Seymour	18 Sep 2016 - 12:37 PM - Merion Seymour Noted

6. DECLARATIONS OF CONFLICTS OF INTEREST

7. READING AND CONSIDERATION OF CORRESPONDENCE

7.1 Correspondence

Document Information

 Southern Downs REGIONAL COUNCIL	Report To: General Council Meeting	
	Reporting Officer:	Meeting Date: 23 September 2015
	Chief Executive Officer	File Ref:

Recommendation

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

Report

1. **Australian Federal Police** responding to Council's letter regarding the 100th Anniversary of the "Warwick Incident" which occurred on 29 November 2017 which led to the formation of the Australian Commonwealth Police (copies attached).

Action: Referred to Chief Executive Officer.

2. **LGAQ** regarding Financial Assistance Grants to local government and thanking Council for passing a resolution acknowledging the importance of FAG's to our Council and community (copy attached).

Action: Noted.

3. **Deputy Premier, Minister for Transfer, Minister for Infrastructure, Local Government and Planning and Minister for Trade** in response to Council's letter requesting approval to adopt its Temporary Local Planning Instrument 01/2015 (Amendment of the Flood Hazard Overlay) ("TLPI") and advising that the Minister is satisfied the proposed TLPI meets the requirements of Section 105 of the Sustainable Planning Act 2009 and advising Council may proceed to adopt the proposed TLPI (copy attached).

Action: Referred to Acting Director Planning & Environment.

4. **Carol Parkinson** providing feedback on the recent Long Term Financial Forecast Information Sessions (copy attached).

Action: Noted.

5. **LGAQ** introducing the LGAQ's Advocacy Action Plan (copy attached).

Action: Noted.

6. **Department of Energy and Water Supply** in response to Council's letter regarding the development of a Regional Water Supply Security Assessment for Stanthorpe (copies attached),

Action: Noted.

Attachments

1. Australian Federal Police [View](#)
2. SDRC Letter to Australian Federal Police [View](#)
3. LGAQ re Financial Assistance Grants [View](#)
4. Deputy Premier re Temporary Local Planning Instrument 01/2015 [View](#)
5. Carol Parkinson re Long Term Financial Forecast Information Sessions [View](#)
6. LGAQ re Advocacy Action Plan [View](#)
7. Department of Energy and Water Supply re Regional Water Supply Security Assessment for Stanthorpe [View](#)
8. SDRC Letter to Department of Energy & Water re Regional Water Supply Security Assessment [View](#)



AFP

AUSTRALIAN FEDERAL POLICE

Our Reference: 2015/9486

14. August 2015

COMMISSIONER

GPO Box 401, Canberra ACT 2601 Australia
Telephone +61 2 6131 5600 Facsimile +61 2 6132 6600
www.afp.gov.au
ABN 17 864 931 143

The Chief Executive Officer
Southern Downs Regional Council
PO Box 26
WARWICK QLD 4370

Dear Cr Blundell

Thank you for your correspondence of 2 July 2015, seeking the Australian Federal Police's participation in marking the 100th anniversary of the formation of the Australian Commonwealth Police.

I agree the events that led to the formation of the Australian Commonwealth Police were significant both for Warwick and Australia.

The AFP would be pleased to accept your invitation to participate in the anniversary celebrations. We are looking forward to hearing of Warwick Council's plans and working with you and the Council to ensure this event is celebrated appropriately.

I have asked my Chief of Staff, Assistant Commissioner Justine Saunders, to take carriage of this project from the AFP's perspective. You may address future correspondence directly to her at: Australian Federal Police, PO Box 401, Canberra ACT 2601. Alternatively you can contact Assistant Commissioner Saunders via email justine.saunders@afp.gov.au or via phone on 02 6131 5637.

I look forward to receiving an update on your plans for this significant celebration.

Yours sincerely

Andrew Colvin
Commissioner

SOUTHERN DOWNS REGIONAL COUNCIL WARWICK BRANCH	
RECEIVED	
24 AUG 2015	
Action Officer:	<input checked="" type="checkbox"/> File
Isk	<input type="checkbox"/>
Dst	<input type="checkbox"/>
Fwd	<input type="checkbox"/>





Southern Downs
REGIONAL COUNCIL

Please address all
communications to:

The Chief Executive Officer
Southern Downs
Regional Council
PO Box 26
Warwick Qld 4378

mail@sdrc.qld.gov.au
www.sdrc.qld.gov.au

abn 59 786 792 651

Warwick Office
64 Fitzroy Street
Warwick Qld 4378

Stanthorpe Office
61 Marsh Street
Stanthorpe Qld 4380

t 1300 MY SDRC
(1300 697 372)

f 07 4661 0333

Our Ref: PCB:KB

2 July 2015

Mr Andrew Colvin, APM, OAM
Australian Federal Police Commissioner
GPO Box 401
CANBERRA ACT 2601

Dear Mr Colvin

RE: WARWICK, QUEENSLAND

As you would be aware an event officially known as the "Warwick Incident" occurred on 29 November 1917. This significant event would lead to the formation of the Australian Commonwealth Police with the first commissioner for Commonwealth Police appointed eight days later. The event occurred as the then Prime Minister, William Morris Hughes, was addressing a crowd at the Warwick railway station, and a man in the crowd threw an egg dislodging the Prime Minister's hat. Hughes ordered his arrest but the Queensland State Police allegedly refused to carry out the order.

Mr Colvin, Southern Downs Regional Council is proud of its history and would be interested in commencing a discussion with the Australian Federal Police in relation to how this significant event can be recognised as it approaches 100 years of service. At present there is only a small plaque at the Warwick train station that indicates that this event led to the establishment of the Australian Federal Police Force.

Council would be interested in understanding how this important 100 year anniversary can be celebrated and promoted to the broader Australian community, as well as investigating whether a more substantial memorial can be developed to highlight the establishment of the force and the significant contribution members of the Australian Federal Police Force have made to all aspects of the Australian way of life.

Southern Downs Regional Council representatives would welcome the opportunity to further discuss these matters with yourself in the near future.

Yours faithfully

A handwritten signature in blue ink, appearing to read 'Peter Blundell'.

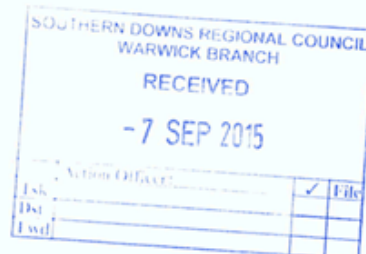
Cr Peter Blundell
Mayor

Cc
The Hon. Michael Keenan, Minister for Justice



3 September 2015

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



Dear Cr Blundell

Re: Financial Assistance Grants to Local Government (FAGs)

I refer to my previous letter dated 10 April 2015, concerning the above matter.

For the past six months the Australian Local Government Association (ALGA) and the Local Government Association Queensland (LGAQ) have run a campaign to highlight the importance of Commonwealth Financial Assistance Grants (FAGs) and to resolve the current freeze on those grants.

I personally thank you and your council for passing a resolution acknowledging the importance of FAGs to your council and community.

Local councils across Australia have recently received the third quarterly payment of Commonwealth Financial Assistance Grants (FAGs) to local government for this financial year.

Both the ALGA and the LGAQ welcomes the payment of FAGs to local government, and acknowledges the importance of this direct funding link between the Commonwealth and local government. However, it is also important that the level of funding provided to councils, the sphere of government closest to the community, is adequate to ensure infrastructure and services are provided at a reasonable level in all communities.

FAGs funding is not currently keeping pace with demand for services and infrastructure in local communities, and the current freeze will worsen this. Freezing FAGs at their current level until 2017-18 will result in a permanent reduction in the FAGs base by 13%.

ALGA, in its 2015 Federal Budget submission, has called for FAGs indexation to be restored immediately and for the Federal Government to consider the adequacy of the quantum of FAGs and the indexation methodology in the future.

The FAGs are paid quarterly and it would help to illustrate the importance and impact of the grants if councils identified an individual project of a similar size to their annual or quarterly FAGs payment and highlighted this to the media and your local Federal Member and Senator in a positive story on the grant funds. Similarly specific mention of the significance of FAGs for your Council's Annual Report will also be a positive affirmation.

Full details on FAGs payments for the current financial year are available on the Department of Infrastructure and Regional Development website at www.regional.gov.au/local/assistance.

Thank you for your ongoing commitment to the local government sector and your assistance in our campaign to restore the indexation of Federal Assistance Grants.

Yours sincerely

Cr Margaret de Wit
President
Local Government Association of Queensland

Southern Downs Regional Council



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25 Evelyn Street
Newstead Qld 4006

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Fortitude Valley BC
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Local Government Association Of Queensland Ltd.
ABN 11 010 883 293 ACN 142 783 917



**Deputy Premier
Minister for Transport, Minister for Infrastructure,
Local Government and Planning and Minister for Trade**

Our ref: MC15/4182

Your ref: AMD:AMD/18.15.11

Level 12 Executive Building
100 George Street
PO Box 35009 City East
Queensland 4002 Australia
Telephone +61 7 3759 7100
Email: deputy.premier@ministerial.qld.gov.au

7 SEP 2015

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

Dear Councillor Blundell

Peter,

I refer to the Southern Downs Regional Council's letter of 30 July 2015, requesting my approval to adopt its Temporary Local Planning Instrument 01/2015 (Amendment of the Flood Hazard Overlay) (proposed TLPI).

I am pleased to advise I am satisfied the proposed TLPI meets the requirements of section 105 of the *Sustainable Planning Act 2009* and the Council may proceed to adopt the proposed TLPI.

I note that this TLPI is a re-make of the Council's current TLPI to address flooding. I expect that Council will ensure that a major amendment or a new planning scheme will be in place prior to the expiry of this TLPI.

If you require any further information, I encourage you to contact Mr Andrew Foley, Planning Manager, Southern Region, Department of Infrastructure, Local Government and Planning on (07) 4616 7307 or by email at andrew.foley@dilgp.qld.gov.au.

Yours sincerely

**JACKIE TRAD MP
DEPUTY PREMIER
Minister for Transport, Minister for Infrastructure,
Local Government and Planning and Minister for Trade**

cc: Mr David Keenan
Chief Executive Officer
Southern Downs Regional Council
PO Box 26
WARWICK QLD 4370

Wednesday 9 September 2015

Mr David Keenan
Chief Executive Officer
Southern Downs Regional Council
P O Box 26
WARWICK QLD 4370

SOUTHERN DOWNS REGIONAL COUNCIL	
WARWICK BRANCH	
RECEIVED	
10 SEP 2015	
Action Officer:	/ H.B.
Isk	
Dst	
Fwd	

Dear Mr Keenan

Congratulations on arranging the public meetings in Stanthorpe and other areas of the region. I found the one in Stanthorpe to be very informative and helpful in understanding issues of concern to me a ratepayer.

I was very encouraged by your intention regarding the transparency of the budget and the lead in time for consideration by councillors and ratepayers prior to council voting on it. I wish you the best of luck in bringing this to fruition, but with council voting coming up soon perhaps you good ideas will prevail.

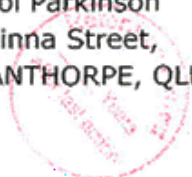
My own view is that all ratepayers should have the opportunity to state what they see as the basic services they expect and those which they can afford. At the community consultation seminars/workshops carried out immediately after forced amalgamation the opportunity was given to interested members of the community. I believe the responses were edited and coloured by newly appointed upper management and consultants with more of an eye on their own positions rather than a practical take on what services ratepayers can realistically expect, need and afford. This process ended up as the "Community plan" as required by the 2009 Local Government legislation, altogether disappointing.

Thank you again for your efforts and courage.

Sincerely



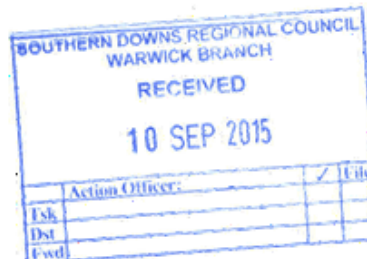
Carol Parkinson
5 Minna Street,
STANTHORPE, QLD 4380





8 September 2015

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



Dear Cr Blundell

LGAQ's 2015-16 Advocacy Action Plan

I am pleased to introduce the Local Government Association of Queensland's Advocacy Action Plan 2015-16 (AAP). A copy is enclosed for your information.

This year's plan was prepared in the context of changes in policy direction following the election of the Palaszczuk Government. The AAP reflects current high level advocacy needs for Queensland local government. It provides the State and Federal Government as well as other relevant stakeholders a clear and concise document that details the high priority outcomes the LGAQ seeks for the short, medium and long term.

The AAP considers both state and federal issues and will be complemented by our Federal Election Policy Plan, which will be released ahead of the federal election due in 2016. We believe the Advocacy Action Plan represents the necessary and achievable set of policy stances that the State and Federal Governments should adopt in relation to issues such as roads funding, planning and environment, disaster management, financial sustainability and Aboriginal and Torres Strait Islander communities issues.

The Action Plan has 6 sections:

- Ensuring our communities are well represented;
- Improving the lifestyle of our local communities;
- Providing community infrastructure and essential services;
- Protecting our local environment;
- Improving councils' capacity and productivity; and
- Enabling our communities to be strong and sustainable.

Within these are 23 specific areas and a total of 116 separate actions that the LGAQ will focus on. This reflects the broad range of roles and responsibilities of local government in Queensland, coupled with the wide diversity of Queensland councils. Though political agendas can move quickly, and the LGAQ prides itself on being flexible and realistic within this environment, we consider it essential that we proactively pursue the priorities identified in the 2015-16 Advocacy Action Plan.

An electronic copy the plan is available on LGOnline. For further information, please contact myself or Greg Hoffman, General Manager – Advocacy, on (07) 3000 2245.

Yours sincerely

Cr Margaret de Wit
PRESIDENT

cc: Mr David Keenan, Chief Executive Officer, Southern Downs Regional Council



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25 Evelyn Street
Newstead Qld 4006

PO Box 2230
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Local Government Association Of Queensland Ltd.
ABN 11 010 883 293 ACN 142 783 917



2015-16 Advocacy Action Plan



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Introduction

There are 77 local governments and 578 locally elected councillors in Queensland dedicated to building strong, liveable communities through providing essential infrastructure and services and developing effective public policy. Whether it is through building an efficient local roads network, providing vibrant libraries and other community facilities or ensuring a safe and reliable supply of drinking water, Queensland councils have the widest jurisdiction and the most flexible powers of any local government sector in Australia.

Queensland's size and geography shapes the roles and responsibilities of each individual council. The differences between Brisbane City, the communities in the Torres Strait and the Shire of Boulia in Far Western Queensland demonstrate the diversity that exists within local government.

Advocacy and representation
on behalf of local government
drive the daily activities
of the Association.

The Local Government Association of Queensland (LGAQ) is the peak body for local councils. Formed in 1896 to represent local government in its dealings with governments, business, the community and unions, the LGAQ exists to strengthen the ability and performance of local councils to better serve their communities.

The Association's policy priorities are largely decided through two mechanisms. The Local Government Policy Statement articulates the key policy decisions councils collectively take at each annual general meeting, and the LGAQ Policy Executive makes high level strategic decisions through its annual meeting cycle.

This Advocacy Action Plan reflects the Association's policy priorities, which we pursue through the LGAQ's Intergovernmental Relations Strategy.

Reform of the *Local Government Act 2009* and the *Local Government Electoral Act 2011*, significant industrial relations reforms, ongoing planning, environment and water sector reforms, greater emphasis on council efficiency and productivity, and major natural disaster events have all influenced LGAQ policy priorities in recent years.

Our advocacy focuses on working collaboratively with the State Government as outlined in the "Partners in Government Agreement" and the implementation of commitments contained in the response to the Association's State Election 10 Point Plan.

The LGAQ vigorously promotes the importance of councils as the level of government closest to the community. We work with the State Government and councils on changes to the *Local Government Act 2009* and the *City of Brisbane Act 2010*. We assist the State in regulatory renewal; contribute to planning and economic development reforms and water

industry planning, and setting a framework for regional planning. The LGAQ also promotes local governments' role in resource community planning and leads the development of new policy affecting Aboriginal and Torres Strait Islander communities, such as alcohol management plans and land tenure arrangements.

At the national level, the LGAQ works with the Federal Government on issues including the reform of the federation, negotiating a sustainable funding arrangement for recovering from and mitigating the effects of natural disasters, securing an increased share of federal funding for Queensland councils through the review of the taxation system and remade regional funding programs.

We maintain a close working relationship with the State and Federal Governments based on mutual respect, open and honest dialogue and recognition of our shared jurisdictions in serving the people of Queensland.

Outlined in this document is the LGAQ's 2015-16 Advocacy Action Plan which identifies the priority representation issues for the LGAQ over the next 12 months.

We maintain a close working relationship with the State and Federal Governments based on mutual respect.

Ensuring our Communities are Well Represented through...

1. Role of Local Government In the Federation

What the LGAQ seeks

Appropriate acknowledgement of the role of local government within the Federation.

What the LGAQ will do

✓ Prepare a submission, in consultation with the State Government, to the Commonwealth's White Paper on Reform of the Federation, to achieve a clearer definition of the roles and responsibilities of the three spheres of government – federal, state and local.

2. Partnerships and Intergovernmental Relations

What the LGAQ seeks

Continued support and adherence by the State Government for the principles outlined in the Partners in Government Agreement, including mutual respect and cooperation, open and timely communication and consultation, and an understanding of the respective roles and responsibilities of both the State and local government.

Collaboration and support by the State Government and councils to identify and support continued alternative means of local government service delivery, with an emphasis on regional partnerships across multiple councils to deliver improved and value-for-money services for communities.

Local government relief from overly complex, duplicated and inappropriate regulatory requirements.

What the LGAQ will do

- ✓ Collaborate with the State Government in reviewing the current Partners in Government Agreement in line with the 2015 State election commitment.
- ✓ Seek regular meetings and briefings with the Premier, State Government ministers, ministerial advisors and departmental officers to ensure open and timely communication and consultation on matters relevant to local government.
- ✓ Identify, in partnership with the State Government and councils, opportunities for the bulk or aggregated procurement of goods, services and infrastructure.
- ✓ Promote and develop business models for the effective delivery of shared services across geographical or common interest areas.
- ✓ Invest in the development of common platforms and technology that will assist councils to share data, knowledge and services.
- ✓ In developing or implementing contestability models for service delivery, lobby for local councils to be given the opportunity to bid for larger government initiatives, and for commercial bidders to be obliged to utilise council resources in their bid.
- ✓ Lobby for funding to enable 'rural service centres' models to be established within council offices to secure or sustain government service delivery within rural and remote areas.
- ✓ Continued lobbying to the Office of Best Practice Regulation (OBPR) regarding any red tape reduction measures.
- ✓ Lobby to ensure local laws will not be subject to a Public Benefit Test or Regulatory Impact Statement process, as identified in the previous OBPR review.



3. Building Collaborative Relationships between Spheres of Government for Aboriginal and Torres Strait Islander Communities

What the LGAQ seeks	What the LGAQ will do
<p>Genuine and collaborative partnership between the Federal and State Governments and Aboriginal and Torres Strait Islander local governments to improve the economic and social wellbeing of the communities that these councils represent.</p> <p>Policy development which focuses on early consultation and joint problem solving between spheres of government for Aboriginal and Torres Strait Islander communities.</p> <p>Improved reliance on advice from Aboriginal and Torres Strait Islander local governments about their communities by state and federal elected representatives and less from government bureaucracies and external parties.</p>	<ul style="list-style-type: none"> ✓ Ensure agendas for, and invitees to, the 2015-16 Aboriginal and Torres Strait Islander Leaders Forum (ILF) are relevant to contemporary issues affecting councils and other spheres of government. ✓ Represent outcomes of the 2015 ILF and other emerging issues for Aboriginal and Torres Strait Islander councils to the State and Federal Governments in a timely manner and which facilitates a collaborative approach to addressing the issues. ✓ Assist ILF members promote their role as leaders within their communities and as advocates for their councils with other spheres of government by leveraging opportunities to advance their public profile through media, conferences and formal meetings with government.

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Improving the Lifestyle of Our Local Communities through...

4. Planning and Development

What the LGAQ seeks	What the LGAQ will do
A fair, accessible, efficient and locally accountable planning and development system that is grounded in local communities and recognises and supports the central role of local government in land use planning and decision making.	<ul style="list-style-type: none"> ✓ Pursue the establishment of a Planning Reform Implementation Subsidy Scheme to compensate councils for the costs associated with implementing new planning and development legislation. ✓ Utilise the LGAQ's Planning Reform Reference Group to develop and provide recommendations to the State Government on the most appropriate means of improving Queensland's planning and development framework. ✓ Pursue legislative amendments that facilitate and support councils to be proactive in undertaking 'best practice' approaches and responses to natural hazards in planning schemes. ✓ Continue to support planning and development process improvement initiatives, including the <i>Concept to Construction – Development Assessment Innovation Project</i> and <i>DA Monitoring Facility Project</i>. ✓ Pursue legislative amendments to the <i>Economic Development Act 2012</i> to provide transparency, equity and certainty in the infrastructure funding framework. ✓ Pursue stronger commitments from the State Government that councils will retain responsibility for planning decisions within their local areas, including any legislation associated with strategic ports planning.
An equitable development infrastructure planning and funding framework that does not shift the cost burden onto councils and the community.	<ul style="list-style-type: none"> ✓ Utilise the LGAQ's Local Government Infrastructure Charges Think Tank to develop and provide recommendations to the State Government on necessary infrastructure planning and funding reforms, including the: <ul style="list-style-type: none"> • Provision of an automatic indexation of maximum adopted charges • Restoration of the ability for councils to set conditions relating to trunk infrastructure • Provision of an equitable offset or refund requirements to ensure financial sustainability of councils • Removal of the unnecessary red tape application process of converting trunk infrastructure conditions • Removal of the unnecessary LGIP Transitional Timeframes ✓ Pursue equitable arrangements for planning, infrastructure provision and cost sharing for all new community infrastructure designations, including both state and private schools.



Improved coordination and guidance for coastal land use planning and assessment for Reef councils.	<ul style="list-style-type: none"> ✓ Engage with the State Government to negotiate an assessment of the practical effectiveness of current planning and development assessment policy within reef catchment local government areas. ✓ Work with key stakeholders on the implementation of the Reef 2050 Long Term Sustainability Plan, including funding for local government initiatives included in the Plan.
5. Housing	
What the LGAQ seeks	What the LGAQ will do
An equitable framework for the local government community housing providers registering under the State based community housing register in response to the National Regulatory System for Community Housing.	<ul style="list-style-type: none"> ✓ Represent local governments in the development of registration and reporting requirements to ensure the framework reflects and recognises the unique nature of Queensland local governments, particularly the Aboriginal and Torres Strait Islander councils, as community housing providers.
Provision of appropriate housing to Aboriginal and Torres Strait Islander communities under the National Partnership Agreement on Remote Indigenous Housing (NPARIH) that is environmentally appropriate, encourages home ownership and is cost efficient.	<ul style="list-style-type: none"> ✓ Engage with the State Government on an appropriate supply of housing that maximises social and economic outcomes. ✓ Work with councils to maximise local government involvement in resolution of home ownership policy issues within each community with policies reflective of the desires and aspirations of each community. ✓ Engage with the State and Federal Governments on development of a post 2018 NPARIH program for the supply of affordable housing to reflect community needs.
A clear articulation by the State Government regarding local governments' role in the provision of an integrated housing and homelessness assistance system for the next 10 years.	<ul style="list-style-type: none"> ✓ Engage with the State Government and councils in the consultation for, and development of, a new housing strategy.



6. Strong and viable community and cultural services	
What the LGAQ seeks	What the LGAQ will do
Ongoing funding and support for social policy and the delivery of community and cultural services by local governments.	<ul style="list-style-type: none"> ✓ Advocate for continued funding of local government delivered community services, at least to the current levels. ✓ Work with the State and local governments to develop flexible, place-based approaches designed to fund programs and services that respond to specific local needs and issues, as well as acknowledge existing community planning schemes and localised service systems. ✓ Ensure local government is appropriately consulted in relation to large-scale community reforms, including the recommissioning of funding for community services.
Continued support and adherence by the State Government for the principles and actions outlined in the <i>Protocol between State and Local Government in Relation to Arts and Culture in Queensland</i> .	<ul style="list-style-type: none"> ✓ Work with the State and local governments, through the Local Government Arts and Culture Reference Group, to monitor the outcomes and impact of the Protocol.
7. Environmental Health Practices	
What the LGAQ seeks	What the LGAQ will do
Legislative and operational support for the implementation of local government responsibilities under State Government public health legislation.	<ul style="list-style-type: none"> ✓ Ensure local governments continue to have access to high quality training to support them in the management of domestic asbestos. ✓ Explore with the State Government the possibility to extend the legal indemnity granted to councils and council officers for the management of domestic asbestos to other State devolved responsibilities such as clandestine laboratories.
Implementation of the <i>Waste Avoidance and Resource Productivity Strategy for Queensland (2014-2024)</i> that recognises the diversity of Queensland local governments.	<ul style="list-style-type: none"> ✓ Work with the State Government to implement the new strategy including the development of a local government waste sectoral plan template for adoption/adaptation by local governments. ✓ Lobby the State Government to retain Section 7 of the Waste Reduction and Recycling Regulation 2011.
A collaborative approach between the State and local governments on the investigation of options to reduce packaging waste including introducing a Container Deposit Scheme and banning single use plastic bags.	<ul style="list-style-type: none"> ✓ Actively participate in the Ministerial Advisory Committee established to investigate the options. ✓ Advocate for a comprehensive cost benefit analysis of Container Deposit Scheme options recognising the diversity of contractual and waste collection and recycling arrangements across Queensland.



8. New Arrangements for Alcohol Management Plans in Aboriginal and Torres Strait Islander Communities

What the LGAQ seeks	What the LGAQ will do
Completion of the review of the Alcohol Management Plans (AMPs) commenced in 2012.	✓ Work with the State Government to develop processes and timelines for concluding the AMP reviews in 2015.
Removal of the current AMPs.	✓ Distribute the James Cook University independent research to relevant State Government Ministers, Director Generals, Police Commissioner and senior officials.
Development and application of community and State Government led <i>Responsible Use of Alcohol Community Strategies</i> .	✓ Agitate for the complete removal of AMPs and their replacement by <i>Responsible Use of Alcohol Community Strategies</i> .
State Government support for initiatives identified by Aboriginal and Torres Strait Islander local governments to minimise harm caused by alcohol.	✓ Make a submission to the State Government for the removal of a criminal conviction from a person's police record for a conviction under the <i>Liquor Act 1992</i> Sections 168B and 168C.
All criminal convictions for breaches under the <i>Liquor Act 1992</i> Sections 168B and 168C in relation to the possession of alcohol or attempts to bring alcohol into communities in excess of carriage limits set under AMPs be deleted from a person's police record.	✓ Monitor media coverage of this issue and facilitate a balanced perspective of the issue through appropriate media engagement.

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Providing Community Infrastructure and Essential Services through...

9. Appropriate Infrastructure Funding Policies and Programs

What the LGAQ seeks	What the LGAQ will do
Annual indexation of all Federal and State Government 'infrastructure focused' grants and subsidy programs to local government in recognition of the increasing costs of infrastructure provision.	✓ Make representations to the Federal and State Governments to include an appropriate and ongoing annual indexation factor (such as the LGAQ's Council Cost Index) to all relevant grants and subsidy programs.
A permanent Roads to Recovery program, recognising the ongoing need to address the local roads infrastructure backlog.	✓ Work with and support the Australian Local Government Association (ALGA) in lobbying the Federal Government for the Roads to Recovery Program to be made permanent.
A permanent Bridges to Renewal Program with double current funding in light of the need to support greater heavy vehicle access to the local government controlled road network.	✓ Work with and support the ALGA in lobbying the Federal Government for the Bridges to Renewal Program to be made permanent, including a doubling of the Program's funds.
Establishment of a Strategic Regional Roads Program (\$100M per annum) for local government to ensure that first mile/last mile and freight connectivity issues are addressed in order to improve national productivity.	✓ Work with and support the ALGA in lobbying the Federal Government for the establishment of a Strategic Regional Roads Program.
Meaningful engagement by the State Government in the development and ongoing implementation of the Building Our Regions Program.	<ul style="list-style-type: none"> ✓ Work with the State Government and local governments in developing the Program Guidelines and funding allocation principles. ✓ Co-design, with the State Government, a capability improvement program to ensure council submissions to the Building Our Regions Program are of high quality.
Establishment of a dedicated State Government funding program to support local government water supply infrastructure upgrades identified as necessary in response to the State's Water Supply Security Assessment Program.	<ul style="list-style-type: none"> ✓ Work with and support local governments develop solutions to the water supply risks identified through the assessment process. ✓ Make representations to the State Government to provide financial support to councils to undertake water supply infrastructure upgrades in response to the State's Water Supply Security Assessment outcomes.
Increased financial support from the State Government to local government road safety initiatives via a direct contribution from traffic infringements.	✓ Make representations to the State Government to return funding from traffic infringements on local roads to councils acknowledging the need to address the increasing trend of road trauma on the local government controlled road network.



10. Adequate Infrastructure Reforms and Strategies

What the LGAQ seeks	What the LGAQ will do
Genuine engagement of local government and regard for their role as an infrastructure provider and manager in the development of the State Infrastructure Plan 2016.	<ul style="list-style-type: none"> ✓ Engage with the State Government on a regular basis to ensure that the interests of local government are captured in the development of the State Infrastructure Plan 2016. ✓ Request LGAQ membership of any overarching governance/committee processes established to oversee the development of the Plan. ✓ Prepare submissions as necessary throughout the developmental phase of the Plan.
Recognition by Building Queensland of local governments as key providers of essential economic and community infrastructure.	<ul style="list-style-type: none"> ✓ Prepare a submission to the Building Queensland Bill 2015. ✓ Liaise as necessary with Building Queensland to raise the profile of local government. ✓ Advocate for the inclusion of relevant local government projects in the Infrastructure Pipeline.
Continued support from the State Government for the <i>Queensland Water Regional Alliance Program (QWRAP)</i> which aims to improve urban water services via regional collaborative approaches.	<ul style="list-style-type: none"> ✓ Work with existing regional groups/alliances to ensure all program milestones are delivered. ✓ Expand the Program into other areas of Queensland. ✓ Advocate for the alignment of the Program (where possible) with State priorities identified through, for example, the <i>State's Strategy for Queensland's Water Sector and Regional Water Supply Security Program</i>.
Continued engagement with the LGAQ and local government in the implementation of the State Government's <i>Strategy for Queensland's Water Sector</i> .	<ul style="list-style-type: none"> ✓ Work with qldwater and the Department of Energy and Water Supply (DEWS) through the Urban Water Services Memorandum of Agreement to facilitate regular dialogue between the parties in order to jointly respond to key implementation issues as they arise.
Continued engagement with the LGAQ and local government on the <i>Water Industry Regulatory Reform Program</i> , specifically as it relates to the release of the Industry Comparative Report and ongoing development of customer service standards.	<ul style="list-style-type: none"> ✓ Work with qldwater and DEWS through the Urban Water Services Memorandum of Agreement to facilitate regular dialogue between the parties in order to jointly respond to key implementation issues as they arise. ✓ Monitor council progress in implementing the regulatory reforms and develop support mechanisms or guidance material as required.
Continued engagement with the LGAQ and local government in the <i>Regional Water Supply Security Assessment Program</i> which focuses on demand management, water availability, supply risks and long term planning.	<ul style="list-style-type: none"> ✓ Participate in the Inter-Departmental Working Group overseeing progress of the Regional Water Supply Security Assessments. ✓ Request DEWS to provide adequate timelines for local government consideration of the issues identified. ✓ Assist to resolve issues as they arise between councils and the State. ✓ Make representations to the State Government to provide financial support to councils to undertake water supply infrastructure upgrades in response to the Assessment outcomes.



What the LGAQ seeks	What the LGAQ will do
Continued engagement of local government in developing conditions and regionally relevant approaches to the State's regulation of sewerage networks and sewage treatment.	✓ Foster ongoing collaboration between the Queensland Water Supply Regulator and industry in developing model conditions for sewerage treatment and an industry Code of Practice for sewerage networks (including pumping stations).
A new Protocol Agreement between local government and the Queensland Department of Transport and Main Roads (DTMR) to guide and support cost sharing practices within state road corridors.	<ul style="list-style-type: none"> ✓ Advocate to DTMR for endorsement of the project plan to create the new Protocol. ✓ Establish a local government working group to oversee the development of the new Protocol. ✓ Commit necessary resources to ensure the Protocol is created and signed by the relevant parties by the end of 2015.
Continued engagement with and support from the National Heavy Vehicle Regulator to ensure local governments are meeting their obligations as road managers under the <i>National Heavy Vehicle Law 2014</i> .	<ul style="list-style-type: none"> ✓ Work with the Regulator's office to test the <i>Access Connect</i> project with specific local governments before it is rolled out state-wide. ✓ Work with the Regulator's office to establish a framework for local government controlled 'route pre-approvals' and rollout pilot groups across the state. ✓ Organise <i>PBS Route Assessment Tool</i> training for pilot groups and seek to secure funding support for this training long term. ✓ Establish a panel of expert providers who can assist local governments undertake technical assessments of their road networks to help inform access decisions.
Adoption of a sensible price path that provides local governments sufficient lead time to adjust to a transfer of non-energy street lighting charges to local government in the Ergon Energy distribution area.	<ul style="list-style-type: none"> ✓ Make representations to the State Government to implement a ten year price path for the increased street lighting charges. ✓ Make representations to the State Government to fully fund the price increase in Aboriginal and Torres Strait Islander communities given their limited ability to absorb the increased charges.
Continued engagement by Energex and Ergon Energy with the LGAQ and councils in the development of electricity pricing proposals for the 2015-20 regulatory control period.	✓ In collaboration with Local Buy Pty Ltd, continue making representations to Energex, Ergon Energy and the Australian Energy Regulator to ensure that network pricing is minimised for the 2015-20 regulatory control period including tariff structures which provide increased incentives for demand management initiatives.

Protecting our Local Environment through...

11. Managing Natural Assets

What the LGAQ seeks	What the LGAQ will do
Greater recognition by the State Government of local government's role in off-reserve conservation.	✓ Engage with the State Government to improve the existing framework, including the reduction in the cost to local governments of creating conservation covenants in line with State costs for the creation of Nature Refuges.
Access to additional resources to local government for implementation of actions in the Reef 2050 Long Term Sustainability Plan	<ul style="list-style-type: none"> ✓ Engage the Reef Guardian Councils to identify priority actions, programs and projects requiring additional funds to assist local governments to make their contribution to meeting required targets. ✓ Advocate to the State and Federal Governments for financial support through the Reef Trust and Reef Rescue funding programs. ✓ Actively support local government representatives on and advocacy to the Great Barrier Reef Water Service Taskforce and Review Group.

12. Climate Change Adaptation

What the LGAQ seeks	What the LGAQ will do
Leadership from the State and Federal Governments in driving improved collaboration and delivery of outcomes in regards to how communities adapt to climate change.	<ul style="list-style-type: none"> ✓ Ensure State and Federal Government engagement with the LGAQ's Coastal Councils Adaptation Taskforce (CCAT) on the development of coastal climate change policy, strategy and legislation. ✓ Partner with the State Government in the development and implementation of a new Queensland Climate Change Adaptation Strategy. ✓ Partner with the State Government in the delivery of the Climate Change Adaptation Fund of \$4 million a year over the next three years to assist councils with the development of coastal hazard adaptation strategies as well as coastal adaptation pilot projects. ✓ Engage with the State and Federal Governments on immediate strategies to address coastal inundation of island communities in the Torres Strait.

Improving Councils' Capacity and Productivity through...

13. Biosecurity	
What the LGAQ seeks	What the LGAQ will do
A partnership with the State Government to implement the Invasive Plants and Animals Co-Investment Model.	✓ Work with Biosecurity Queensland and councils to implement the model that enables greater recognition and articulation of the compounding benefits of state and local government invasive plants and animals co-investment.
14. Natural Resource Management (NRM)	
What the LGAQ seeks	What the LGAQ will do
Delivery of Stock Route Network management legislation that provides for fair and equitable cost recovery for local government management of the network.	✓ Partner with the State Government in the preparation of legislation and associated governance arrangements of the new Stock Route Network management framework.
15. Managing Natural Hazards	
What the LGAQ seeks	What the LGAQ will do
A statutory limitation of local governments' exposure to liability for reasonably-based decision making and actions through amendments to the <i>Local Government Act 2009</i> and <i>City of Brisbane Act 2010</i> .	✓ Advocate to the State Government to amend legislation to protect actions taken in good faith using best available information by local governments and encourage councils to be proactive in undertaking 'best practice' approaches to natural hazard management that will increase development certainty and economic growth.



16. A Contemporary and Relevant Industrial Relations System	
What the LGAQ seeks	What the LGAQ will do
A single, contemporary and relevant award for local government.	<ul style="list-style-type: none"> ✓ Continue to represent the local government sector in response to amendments to state industrial legislation and changes to local government award and enterprise bargaining arrangements. ✓ Assist councils to maximise advantage from award modernisation through their Enterprise Bargaining endeavours and effective application of associated industrial relations reforms.
17. A Capable and Productive Local Government Workforce	
What the LGAQ seeks	What the LGAQ will do
Strategic workforce development and employment programs that are industry-led, support business productivity and skills development and will lead to measureable and demonstrable business outcomes.	<ul style="list-style-type: none"> ✓ Engage with the State and Federal Governments on improving alignment between effective workforce planning and funded employment and training programs. ✓ Engage with the State and Federal Governments to better align funding strategies for workforce development and employment with business needs of councils and their communities. ✓ Pursue restoration of traineeships and apprenticeships programs for local government as well as dedicated funding source for training in Aboriginal and Torres Strait Islander local government areas.

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Enabling our Communities to be Strong and Sustainable through...

18. Local Government Financial Sustainability

What the LGAQ seeks

Continued support from the State Government to progress in partnership with the LGAQ specific recommendations contained in the Association's report on the *Factors Influencing Financial Sustainability by Local Government Segment*, focussing on:

- Cost shifting;
- Asset management and infrastructure funding;
- Revenue raising and rating strategies;
- Developer contributions and infrastructure charges; and
- Alternative business models and service delivery arrangements.

Implementation by local government of relevant recommendations in the Report which focus on councils' policy and governance settings and business and operational arrangements.

What the LGAQ will do

- ✓ Seek a commitment from State and Federal Governments to develop policy, programs and funding arrangements in response to relevant recommendations in, and LGAQ initiatives arising out of, the Report.
- ✓ Assist and support councils to identify and implement opportunities in line with the recommendations contained in the Report.
- ✓ Continue the development and roll out of the LGAQ's *Better Councils Better Communities* program and the Ready.Set.Go performance benchmarking initiative.



19. Appropriate and Adequate Levels of Finance and Funding Support

What the LGAQ seeks	What the LGAQ will do
<p>An increased share of Federal Government revenue through a fixed percentage of total Commonwealth taxation or the indexation of Financial Assistance Grants to more appropriately reflect the cost pressures being faced by local government.</p> <p>An increased interstate share of Financial Assistance Grants for Queensland local governments.</p>	<p>✓ Make a submission to the Federal Government's White Paper on taxation reform aimed at achieving appropriate tax sharing arrangements for local government.</p> <p>✓ Continue to work with the ALGA in making representations to the Federal Government.</p>
<p>A revised grant system for Aboriginal and Torres Strait Islander councils that provides for improved discretion by councils on expenditure and prioritisation of funds allocation.</p> <p>An improved and streamlined system of grant acquittals that reduces reporting and red tape and focuses on outcomes.</p> <p>A paradigm shift in public sector employment practices in Aboriginal and Torres Strait Islander communities to enhance employability of local people in public sector jobs.</p> <p>An improved return on investment in services within Aboriginal and Torres Strait Islander communities through efficiencies gained from alternative service delivery models focusing on local service providers.</p>	<p>✓ Continue to engage with the State and Federal Governments on alternative funding and public sector employment practices in Aboriginal and Torres Strait Islander communities.</p> <p>✓ Lobby the State Government to restore State Government Financial Aid (SGFA) funding to the 2012-13 levels of funding, at a minimum.</p> <p>✓ Work with Aboriginal and Torres Strait Islander councils to identify alternative service delivery opportunities in remote communities.</p>

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20. Improving Local Government's Role in the Assessment Process for Major Projects in Queensland

What the LGAQ seeks	What the LGAQ will do
<p>Support from the State Government to progress in partnership with the LGAQ specific recommendations identified in the Association's report on <i>Improving Local Government's Role in the Assessment Process for Major Projects in Queensland</i> focussing on:</p> <ul style="list-style-type: none"> • Regional Land Use Policy; • Notification and Early Warning of Potential Resource Activity; • Interaction with the Environmental Impact Statement Process; • Cumulative Impacts; • Project Conditioning; • Local Government Capability and Capacity Constraints; and • The Interface with the Community. 	<ul style="list-style-type: none"> ✓ Lobby the State Government for a commitment to develop policy and program frameworks as well as consider legislative changes, where necessary, in response to relevant recommendations in the Report. ✓ Assist and support councils to identify and implement opportunities in line with the recommendations contained in the Report.
<p>Frequent and regular engagement with the Coordinator General's Office in order to improve communication and understanding of the challenges and opportunities facing 'resource' councils; and further, to foster closer working relationships in the consideration of workforce arrangements as outlined in the State Government's <i>Strong and Sustainable Resource Communities</i> election commitment.</p>	<ul style="list-style-type: none"> ✓ Lobby to have the LGAQ identified as a key stakeholder in the State's reintroduction of Social Impact Assessments. ✓ Participate as required in any State led processes/working groups associated with this election commitment. ✓ Utilise the LGAQ's Resource Communities Advisory Group for feedback on this and other commitments identified in the State Government's <i>Strong and Sustainable Resource Communities</i> election commitment.



21. Land and Resource Tenure Reform

What the LGAQ seeks

A modern and adaptable framework for state land management that empowers local governments to ensure it is used and managed responsibly.

A comprehensive and strategic blueprint for land reform in Aboriginal and Torres Strait Islander communities which is binding on all spheres of government.

A comprehensive and appropriate record of land tenure within Aboriginal and Torres Strait Islander local government areas to bring these communities in line with the rest of Queensland.

What the LGAQ will do

✓ Support the State Land Reform process through continued engagement and by developing and providing recommendations to the State Government.

✓ Pursue State Government investment in the necessary resources to develop implementation strategies, products, tools, training and a means for on-going support to councils.

✓ Engage with the State Government on an overarching land reform strategy for Aboriginal and Torres Strait Islander communities that will form a blueprint for ongoing legislative and other activities of the State Government in land-related matters.

✓ Promote council primacy as the representative body best positioned to act on behalf of the community on land tenure matters.

22. Enhanced Natural Disaster Arrangements

What the LGAQ seeks

An updated system of Natural Disaster Relief and Recovery Arrangements (NDRRA) which:

- 1) does not involve any future Federal cost-shifting to local government, and
- 2) secures the use of council day labour staff in recovery works.

Retention of the current NDRRA cost sharing arrangement between the Commonwealth and State governments, i.e. 75%:25%.

Improved disaster management funding arrangements with an increased emphasis on mitigation.

What the LGAQ will do

✓ Lobby the Federal Government to develop mutually agreed changes to the NDRRA framework in response to the Productivity Commission Report on Natural Disaster Funding, including retention of the current 75%:25% Commonwealth: State cost sharing arrangements.

✓ Lobby the Federal Government to increase funding to the existing Natural Disaster Resilience Program aimed at mitigating the impacts of natural disasters and reversing the trend of increased recovery outlays.

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23. Economic and Regional Development Initiatives

What the LGAQ seeks

Genuine engagement of local government and regard for their issues and concerns in the development and implementation of the Northern Australia White Paper.

What the LGAQ will do

- ✓ Engage with the Federal Government to ensure that the interests of local government are captured in the development of the White Paper.
- ✓ Prepare an LGAQ submission in response to the release of the White Paper.



CONTACT DETAILS

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2015-16 Advocacy Action Plan





Department of
Energy and Water Supply

Our reference: CTS 19180/15

10 SEP 2015

Mr. David Keenan
Chief Executive Officer
Southern Downs Regional Council
PO Box 26
WARWICK QLD 4370

Dear Mr Keenan

Re: Stanthorpe Urban Water Supply

Thank you for your letter of 11 August 2015.

The information provided on the water supply for your community of Stanthorpe is valued and recognised. I note your request to participate in a partnered development of a Regional Water Supply Security Assessment (RWSSA) for Stanthorpe. I appreciate your interest in the RWSSA program which commenced in April 2014. The selection of communities and timings for development of RWSSAs considers many factors to develop a priority list for the program.

RWSSAs have been completed for Cairns, Townsville, Maryborough and Hervey Bay, and are available on the department (www.dews.qld.gov.au) and council's websites. These provide an indication of the scope of the RWSSAs.

The official initiation for an assessment to be undertaken is with a letter from the Minister from the Department of Energy and Water Supply to the Mayor for the local government area for the community. I can inform you that a briefing has been progressed to the Minister requesting the commencement of an assessment for the community of Stanthorpe.

Subject to approval, the letter from the Minister to the Mayor should arrive shortly.

The department looks forward to working in partnership with you and your staff during the RWSSA development process, and we will contact you in the near future to organise an initial meeting.

If you require further information please contact Ms. Linda Dobe, Director, Water Planning and Regulation on 07 3166 0132:

Yours sincerely

Paul Simshauser
Director-General
Department of Energy and Water Supply

Southern Downs Regional Council



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Our Ref: DK:MES

11 August 2015

Mr Paul Simshauser
Director General
Department of Energy and Water Supply
PO Box 15456
CITY EAST QLD 4002

Dear Mr Simshauser

Re: Stanthorpe Urban Water Supply

Southern Downs Regional Council would like to express an interest for the town of Stanthorpe to be identified as a potential site for the completion of a Regional Water Supply Security Assessment. As you would be aware, Stanthorpe has access to only one source of water. This is a major issue for a town of over 5,000 residents, with the population expanding by as much as 3,000 people during the fruit and vegetable harvesting season. In addition to the population there are a significant number of businesses located in Stanthorpe that are dependent on a reliable supply of potable water to operate their business.

Whilst Council is committed to moving ahead with the proposed Emu Swamp Dam project, Council also recognises the importance of ensuring that there is a high level of security associated with the urban water supply for both residents and businesses. This security can only be guaranteed through the installation of the appropriate infrastructure and the identification of suitable sources of supply.

Council believes that the undertaking of a Regional Water Supply Security Assessment would be of benefit to the residents and businesses of Stanthorpe, as well as informing on the further work that is being undertaken in relation to the progression of the Emu Swamp Dam proposal.

Yours faithfully



David Keenan
Chief Executive Officer

Please address all
communications to:
The Chief Executive Officer
Southern Downs
Regional Council
PO Box 26
Warwick, Qld 4370

mail@sdrc.qld.gov.au
www.sdrc.qld.gov.au

abo 59 786 792 651

Warwick Office
64 Fitzroy Street
Warwick Qld 4370

Stanthorpe Office
61 Marsh Street
Stanthorpe Qld 4380

1300 MY SDRC
(1300 697 372)

07 4661 0333


8. RECEPTION AND READING OF PETITIONS AND JOINT LETTERS

Nil

9. EXECUTIVE

9.1 2015 Christmas Closure

Document Information

 Southern Downs REGIONAL COUNCIL	Report To: General Council Meeting	
	Reporting Officer:	Meeting Date: 23 September 2015
	Chief Executive Officer	File Ref:

Recommendation

THAT:

1. Council Offices will close at 11.00am (Stanthorpe) and 12.00noon (Warwick) on Thursday 24 December 2014 and reopen on Monday 4 January 2016.
2. Appropriate advertisements be placed in the local newspapers advising the community of the Christmas closedown.

Report

In recent times Southern Downs Regional Council (SDRC) Offices and Libraries close over the Christmas/New Year period. However, essential services are still maintained and on-call staff operate to ensure that the community are still well serviced. The closedown period will be from 12 noon Christmas Eve (24/12/14) with Council Offices and Libraries resuming normal opening hours on Monday 4 January 2016.

Council staff will be required to take accumulated RDO's, TOIL or Annual Leave during the closedown period.

Budget Implications

Nil

Policy Consideration

Nil

Community Engagement

Nil

Legislation/Local Law

Nil

Options

Nil


Attachments

Nil

10. BUSINESS & COMMUNITY SERVICES DEPARTMENT REPORTS

10.1 BCS - Financial Report as at 31 August 2015

Document Information

 Southern Downs REGIONAL COUNCIL	Report To: General Council Meeting	
	Reporting Officer:	Meeting Date: 23 September 2015
	Manager Finance Management Accountant	File Ref: 12.13

Recommendation

THAT Council receive and note the Financial Report as at 31 August 2015.

Report

A review of Council's operating performance against forecast shows that the net operating position of \$40.8m which is 7.1% over the estimated position for the financial year to date of \$37.9m.

Only two months of expenditure has occurred, while all of the rates for the financial year have been issued.

Income Statement

Total operating revenue of \$49.6m is over the expected year to date estimate of \$48.6m by \$1.0m. Capital revenue of \$746k has been received for the year.

Overall operating expenditure of \$9.8m is \$1.7m under the year to date estimate of \$11.5m with employee costs being around \$47k over budget and materials and services being \$1.6m under the year to date estimate.

Capital Works in Progress

Capital works expenditure to 31 August 2015 is \$2.02m which is 10.2% of the capital works budget of \$19.8m.

Year to date capital expenditure by area is as follows:

	Approved Annual Budget	Carryover & Amendments	Total Budget	YTD Expenditure	% Spent	Committed	Spent & Committed	% Spent & Committed
Land & Land Improvements	-	83,000	83,000	33,135	39.9%	28,916	62,051	74.8%
Buildings	277,882	-	277,882	2,988	1.1%	-	2,988	1.1%
Plant & Equipment	1,000,000	-	1,000,000	46,754	4.7%	450,519	497,273	49.7%
Roads, Drains & Bridges	12,539,401	83,023	12,622,424	1,167,691	9.3%	7,315	1,175,006	9.3%
Water	2,340,295	78,565	2,418,860	155,770	6.4%	14,204	169,974	7.0%
Wastewater	655,000	-	655,000	8,533	1.3%	-	8,533	1.3%
Other Assets	2,611,000	171,208	2,782,208	56,601	2.0%	51,340	107,941	3.9%
Total	19,423,578	415,796	19,839,374	1,471,472	7.4%	552,293	2,023,766	10.2%

Budget Implications

There are no budget consequences at this time.

Policy Consideration

Operational Plan 2015/2016

8.22 Provide and maintain strategies to ensure Council's long term financial sustainability

8.22.1 Review and update the 10 year Financial Plan

8.22.2 Annual Review of Debt policy, Procurement Policy, Revenue Policy and Investment Policy.

Community Engagement

Nil.

Legislation/Local Law

Local Government Act 2009 and Local Government Regulation 2012

Options

1. Receive and note the Financial Report as at 31 August 2015.
2. Do not receive and note the Financial Report as at 31 August 2015.

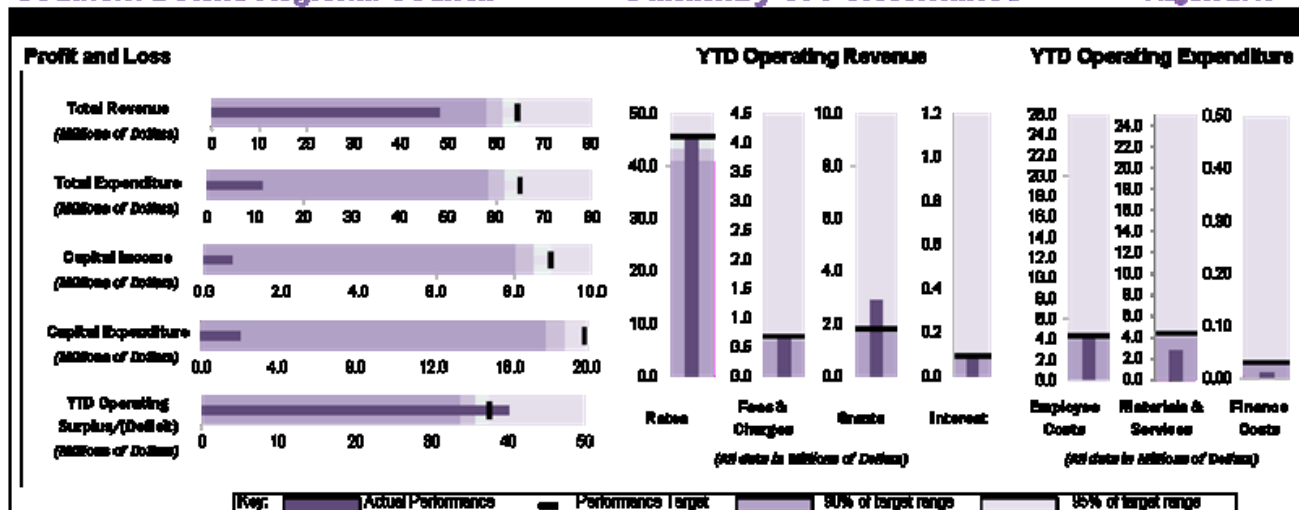
Attachments

1. Finance Report as at 31 August 2015 [View](#)
2. Investment Register as at 31 August 2015 [View](#)

Southern Downs Regional Council

Summary of Performance

August 2015



Operating Performance Summary

Operating Revenue

Total operating revenue of \$49.0m over the year to date estimate with a 2.04% variance.

Rates and utility charges are 0.01% over year to date expectations. Fees and charges, contract revenue and rent received have received less than budgeted for the year. Council has received more interest than budgeted and government grants and subsidies are above the expected budget from the early payment of the financial assistance grants.

Operating Expenditure

Year to date operating expenditure of \$48.0m is \$1.7m under the year to date budget estimate of \$49.7m.

Employee costs are around \$47K over the year to date estimate while materials and services are \$1.0m under the year to date estimate.

Capital Works

At 31 August 2015, \$2.0m of the \$10.8m budget has been spent on capital works and capital purchases which is 10.2% of the full year budget.

Major capital works to be undertaken this financial year include \$12.6m for roads and bridges and \$3.1m for water and waste water. Council has a budget of \$1m for plant replacement.

Balance Sheet

At 31 August 2015 Cash at Bank and Investments total \$28.5m.

Council has maintained its ability to meet all its current commitments with a working capital ratio of 6.66:1. This is higher than normal as the cash balance is high from the receipt of the rates.

Total loans (current and non current) that are outstanding amount to \$29.9m.

Southern Downs Regional Council Income Statement August 2015

Unaudited 2015 Actual \$		Annual 2016 Budget \$	Planned 2016 YTD Budget \$	Planned 2016 YTD Actual \$
Revenue from ordinary activities				
27,300,805	General Rates	28,155,378	28,155,328	28,149,280
262,873	Rural fire brigade levy	271,332	271,332	271,044
20,727,694	Utility Rates and Charges	23,170,167	18,553,022	18,358,001
(2,918,503)	Less Discounts	(1,821,405)	(857,300)	(856,252)
(493,991)	Rates on Council properties	(374,820)	(480,584)	(474,308)
44,878,879		49,280,651	45,641,998	45,647,764
4,047,884	Fees and Charges	3,704,458	684,259	667,295
1,162,544	Interest	808,700	93,682	105,919
2,733,236	Contract & Sales Revenue	3,025,834	193,473	111,338
718,800	Rent and Other Income	863,213	184,063	170,770
8,336,019	Government Grants and Subsidies	7,491,803	1,820,740	2,908,768
61,877,362	Total Operating Revenue	65,894,678	48,618,215	49,611,855
Expenses from ordinary activities				
24,841,462	Employee Costs	24,915,299	4,369,874	4,417,563
21,703,864	Materials and Services	21,880,332	4,423,610	2,854,339
14,735,997	Depreciation and Amortisation	16,199,431	2,699,981	2,499,976
2,201,128	Finance Costs	2,017,687	31,018	11,704
63,482,451	Total Operating Expenses	65,012,749	11,524,484	9,783,782
(1,605,089)	Operating Surplus(Deficit) before capital items	81,929	37,893,732	39,828,073
Other Capital Amounts				
4,437,889	Capital Grants, Contributions and Donations	8,942,327	775,730	746,646
(243,141)	Other capital income and (expenses)	-	-	-
2,639,659	Net Result Surplus(Deficit)	9,824,456	37,869,462	40,574,719

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

August 2015

Unaudited 2015 Actual \$		Annual 2016 Budget \$	Planned 2016 YTD Actual \$
Current Assets			
13,786,320	Cash assets & Investments	11,352,000	28,533,564
3,877,171	Receivables (includes Rates & Utilities receivable)	5,390,000	27,780,629
913,300	Assets held for sale	152,000	913,300
314,326	Inventories	246,000	342,950
18,893,317		17,140,000	57,572,643
Non-Current Assets			
946,000	Investment Property	946,000	946,000
771,201,563	Property, plant and equipment	780,008,000	769,528,533
350,257	Other Financial Assets	879,000	326,824
22,887,423	Capital works in progress	-	23,382,627
970,006	Intangible Assets	970,000	970,006
796,355,254		782,803,000	795,154,812
815,248,571	TOTAL ASSETS	799,943,000	852,726,656
Current Liabilities			
3,415,351	Creditors and other payables	3,661,000	163,972
6,375,107	Provisions	2,960,000	6,676,540
1,904,798	Interest bearing liabilities	2,177,000	1,904,798
11,695,456		8,798,000	8,745,311
Non-Current Liabilities			
28,030,430	Interest bearing liabilities	25,712,000	28,030,430
3,808,203	Provisions	4,261,000	3,672,936
31,838,634		30,973,000	31,703,365
43,534,091	TOTAL LIABILITIES	40,771,000	40,448,677
771,714,480	NET COMMUNITY ASSETS	759,172,000	812,277,959
Community Equity			
237,018,434	Asset Revaluation Reserve	214,889,000	237,018,434
534,696,026	Retained surplus	544,283,000	575,259,505
771,714,460	TOTAL COMMUNITY EQUITY	759,172,000	812,277,959

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) (%)			
	1.59 : 1	6.58 : 1	✓		1.26%	-0.13%	✓
Target Ratio	> 1:1	> 1:1		Target Ratio Upper Limit (%)	10.0%	10.0%	
<p>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.</p>				<p>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.</p>			
Operating Surplus Ratio (Net Operating Surplus / Total Operating Revenue) (%)				Asset Sustainability Ratio (Capital Expenditure on the Replacement of Assets (renewals) / Depreciation Expense)			
	13.5%	81.8%	✗		122.5%	81.0%	✗
Target Ratio	0.0% to 15.0%	0.0% to 15.0%		Target Ratio Lower Limit (%)	> 60%	> 60%	
<p>This is an indicator of the extent to which revenues raised cover operational expenses only or are available for capital funding purposes.</p> <p>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.</p>				<p>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.</p>			
Net Financial Liabilities Ratio ((Total Liabilities - Current Assets) / Total Operating Revenue)				Comments on Ratio Results.			
	47.6%	-34.5%	✓	<p>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.</p> <p>Whilst changes to the legislation have amended the required ratios, the ratios listed will continue to be reported on.</p> <p>The Operating Surplus Ratio is currently outside the target ratio as all the rate revenue has been recognised for the year with only two months of the expenses and other revenue contributing to the total. The Asset Sustainability Ratio is under the target lower limit as there has only been two months of activity for assets.</p>			
Target Ratio Upper Limit (%)	≤60%	≤60%					
<p>This is an indicator of the extent to which the net financial liabilities of a Council can be serviced by its operating revenues.</p> <p>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.</p> <p>A ratio less than zero (negative) indicates that current assets exceed total liabilities and; therefore, Council has the capacity to increase its loan borrowings.</p>							

INVESTMENTS REGISTER

as at 31 August 2015

CASH MANAGEMENT

10.30am CALL ACCOUNT

		<u>PRINCIPAL</u>	<u>INTEREST RATE</u>
GENERAL	QTC SRC Acct	\$ 6,084,330.08	2.86%
TOTAL	QTC	<u>\$ 6,084,330.08</u>	

BANK BILLS AND BCD

<u>DATE</u>	<u>DESCRIPTION</u>	<u>PRINCIPAL</u>	<u>INTEREST RATE</u>	<u>MATURITY DATE</u>
18-Jun-15	NAB	\$ 822,437.82	2.91%	18-Sep-15
18-Jun-15	QCCU	\$ 823,185.88	2.90%	28-Sep-15
18-Jul-15	QCCU	\$ 825,872.10	2.90%	14-Oct-15
22-Jul-15	WCU	\$ 828,171.88	2.85%	21-Oct-15
28-Jul-15	QCCU	\$ 824,919.38	2.90%	28-Oct-15
4-Aug-15	WCU	\$ 825,802.45	2.85%	4-Nov-15
11-Aug-15	BANK WEST	\$ 800,000.00	2.75%	11-Nov-15
11-Aug-15	NAB	\$ 800,000.00	2.88%	12-Nov-15
11-Aug-15	BANK OF QLD	\$ 800,000.00	2.90%	14-Jan-16
12-Aug-15	WCU	\$ 826,852.80	2.85%	18-Nov-15
13-Aug-15	QCCU	\$ 800,000.00	2.90%	16-Dec-15
13-Aug-15	WCU	\$ 800,000.00	3.00%	16-Feb-16
18-Aug-15	NAB	\$ 800,000.00	2.85%	14-Oct-15
18-Aug-15	BANK WEST	\$ 818,586.57	2.75%	18-Nov-15
18-Aug-15	SUNCORP	\$ 800,000.00	2.75%	25-Nov-15
18-Aug-15	NAB	\$ 800,000.00	2.90%	17-Dec-15
18-Aug-15	BANK OF QLD	\$ 800,000.00	2.90%	17-Feb-16
20-Aug-15	QCCU	\$ 800,000.00	2.90%	25-Nov-15
20-Aug-15	WCU	\$ 800,000.00	2.88%	19-Jan-16
25-Aug-15	NAB	\$ 800,000.00	2.85%	25-Nov-15
25-Aug-15	SUNCORP	\$ 800,000.00	2.75%	28-Nov-15
25-Aug-15	BANK OF QLD	\$ 800,000.00	2.85%	20-Jan-16
27-Aug-15	NAB	\$ 828,319.27	2.85%	9-Dec-15
28-Aug-15	BANK WEST	\$ 800,000.00	2.80%	28-Oct-15
28-Aug-15	QCCU	\$ 800,000.00	2.90%	27-Jan-16
18-Aug-15	SUNCORP	\$ 800,000.00	2.70%	17-Nov-15
TOTAL		<u>\$ 20,518,852.08</u>		
GRAND TOTAL			<u>\$ 28,604,271.08</u>	
		Weighted Average	2.88%	
		BESW 60 day rate	2.15%	

FUNDS BREAKDOWN

<u>FUND</u>	<u>PRINCIPAL</u>
GENERAL	\$ 28,604,271.08
RESERVE	\$ -
TRUST	\$ 300,000.00
GRAND TOTAL	<u>\$ 28,604,271.08</u>


INSTITUTION BREAKDOWN

(30% MAXIMUM AT ANY ONE INSTITUTION)

<u>INSTITUTION</u>	<u>PRINCIPAL</u>
CSA	0%
BENDIGO	0%
WCU	18%
SUNCORP	7%
QCCU	18%
HERITAGE	0%
BANK OF QLD	0%
QTC	23%
NAB	18%
CITIBANK	0%
BANK WEST	9%
	100%
GRAND TOTAL	<u>\$ 28,604,271.08</u>

10.2 BCS - Budget Process and Timeline 2016

Document Information

 Southern Downs REGIONAL COUNCIL	Report To: General Council Meeting	
	Reporting Officer:	Meeting Date: 23 September 2015
	Manager Finance	File Ref: 12.13

Recommendation

THAT Council adopt the budget process outlined in the report.

Report

During the 2015/2016 budget process there was a number of requests by both Councillors and the public for further transparency around Council budgeting processes. This report outlines the recommended budget process and timeline to create a more transparent budget for the 2016/2017 year.

28 Days Public Exhibition

To allow the public to see the budget before it is adopted by Council, a 28 day public exhibition of the Draft Budget, Long Term Financial Forecast and Revenue Statement is recommended to take place. Copies of the Draft budget would be made available for the public to view at Council administration buildings, libraries, certain community facilities and electronically on Council's website. During the 28 days exhibition the public will be encourage to comment and send in submissions on the Draft Budget, Long Term Financial Forecast and Revenue Statement.

Presentations of the Draft Budget to the Public

During the public exhibition period members of Council's senior staff will hold public information sessions to present the draft budget. These sessions will be held at various times and locations across the region.

Budget Report to Council in Open Session of Meeting

Traditionally the report to Council to adopt the budget has been confidential under Section 275(1)(c) of the Local Government Regulation 2012:

"275 Closed meetings - (1) A local government or committee may resolve that a meeting be closed to the public if its councillors or members consider it necessary to close the meeting to discuss - (c) the local government's budget"

To allow for greater transparency the report to Council will be presented in open session of the meeting. All written submissions from the public received during the public exhibition period will be included in the report to Council.

Weekday	Completion Date	Item
Wednesday	23/09/2015	Budget timetable reported to council
Friday	06/11/2015	Template format for four years capital works program supplied to Manager & Directors
Friday	04/12/2015	Four year capital project submission due to Finance Department
Friday	18/12/2015	Draft four year capital programs reviewed by Executive and Senior Management
Wednesday	23/12/2015	Draft four year capital programs supplied to Councillors
Monday	11/01/2016	Template format for operational budget and operational plan sent out to managers
Monday	11/01/2016	Fees and Charges sent out to relevant department for updating
Friday	29/01/2015	Payroll to finish salaries and wages calculations and sent out to managers and directors for review.
Monday	01/02/2016	Briefing Session / Special Meeting with Councillors to go through four year capital program
Friday	05/02/2016	Operation budgets from Managers and Directors due to Finance Department
Friday	05/02/2016	Operation plan from Managers and Directors due to Governance
Friday	05/20/2016	Fees and Charges due to Finance Department
Friday	05/02/2016	Salaries and Wages finalised
Monday	08/02/2016	2 nd Briefing Session / Special Meeting with Councillors to go through four year capital program
Friday	12/02/2015	Wages to be reviewed and finalised by managers and directors for their departments
Friday	12/02/2016	Rating Consultation Committee input finalised on categories
Friday	12/02/2016	Loan repayments both principle and interest to be calculated next year and 10year Long term Financial Forecast
Tuesday	16/02/2016	Estimates of rates & charges income calculated for inclusion in budget
Friday	19/02/2016	Draft operating budget and operational plan reviewed by Executive and Senior Management
Friday	19/02/2016	Revenue Statement Completed
Friday	29/02/2016	2 nd review of operating budget and operational plan by Executive and Senior Management
Monday	7/03/2016	Briefing Session / Special Meeting with Councillors to go through Operating Budget, Revenue Statement, operational plan and Fees and Charges
Monday	14/03/2016	2 nd Briefing Session / Special Meeting with Councillors to go through Operating Budget, Revenue Statement, and Fees and Charges
Monday	4/04/2016	Briefing Session / Special Meeting with Councillors to go through Long Term Financial Forecast, debt and revenue policies.
Wednesday	06/04/2016	Report public exhibition Draft Budget, Revenue Statement, Long Term Financial Forecast for inclusion in agenda for April General Meeting
Wednesday	27/04/2016	Council adopts Draft Budget, Revenue Statement, and Long Term Financial Forecast to go on public exhibition.
Monday	02/05/2016	Start of 28 days public exhibition
Friday	27/05/2016	Presentation of draft budget to the public by Senior staff at various locations
Sunday	29/05/2016	Close of public exhibition and public submissions
Wednesday	01/06/2016	Report for budget adoption including public submissions completed for inclusion in agenda for June General Meeting
Thursday	02/06/2016	Audit and Risk Management Committee review Operating Budget, Revenue Statement, operational plan and Fees and Charges
Wednesday	22/06/2016	2016/17 Budget, Revenue Statement, Long Term Financial Forecast and Operational Plan adopted by Council

Wednesday	27/07/2016	2016/2017 Rates levied and sent to printers
Friday	02/09/2016	Rates due

The main timelines for Councillors are highlighted in yellow and include five Briefing Sessions and two Council meetings. Input by external groups and the public are highlighted in blue.

The draft budget will be based on Council's Long Term Financial Forecast, historical trends, Asset Management Plans, staff knowledge, current indexation and growth factors.

Budget Implications

The budget is to be prepared as part of the normal operations of Council and will not have an impact on Council's current budget.

Policy Consideration

- Debt Policy
- Revenue Policy
- Revenue Statement

The budget must be consistent with the SDRC Corporate Plan 2014-2019 and Operational Plan 2015/2016.

Community Engagement

- 28 day public exhibition of budget.
- Presentation of Draft Budget to public by senior management at a number of locations across the region.

Legislation/Local Law

- Annual Budget - Sections 169 and 170 of the Local Government Regulation 2012
- Long Term Financial Forecast – Section 171 of the Local Government Regulation 2012
- Revenue Statement – Section 172 of the Local Government Regulation 2012
- Revenue Policy – Section 193 of the Local Government Regulation 2012
- Debt Policy – Section 192 of the Local Government Regulation 2012
- Discount for Prompt Payment of Rates – Section 130 of the Local Government Regulation 2012
- Paying rates by instalments – Section 129 of the Local Government Regulation 2012
- Interest on Overdue Rates and Charges - Section 133 of the Local Government Regulation 2012

Options


1. Adopt the budget process as outlined in this report.
2. Do not adopt the budget process as outline in this report.

Attachments

Nil

10.3 BCS - Financial Reserves

Document Information

 Southern Downs REGIONAL COUNCIL	Report To: General Council Meeting	
	Reporting Officer:	Meeting Date: 23 September 2015
	Manager Finance	File Ref: 12.13

Recommendation

THAT Council receive and note the contents of this report.

Report

The purpose of this report is to inform Council about the use of reserves, as requested at the Council Meeting held on 26 August 2015.

A reserve is an account wherein accumulated surplus funds have been set aside for a specific purpose.

Equity Reserves

There are four types of equity reserves permitted under Australian Accounting Standards;

- Asset revaluation surplus (AASB 116, AASB 138)
- Available for sale financial assets (AASB 139)
- Foreign exchange translation reserve (AASB 121)
- Cash flow hedge reserve (AASB 139)

Council only has one of these four types of reserves, that being the “asset revaluation surplus reserve”. At the 30 June 2014 the asset revaluation reserve balance was \$237M. The asset revaluation reserve represents the net worth of Council arising from the revaluation of assets and is a non-funded reserve.

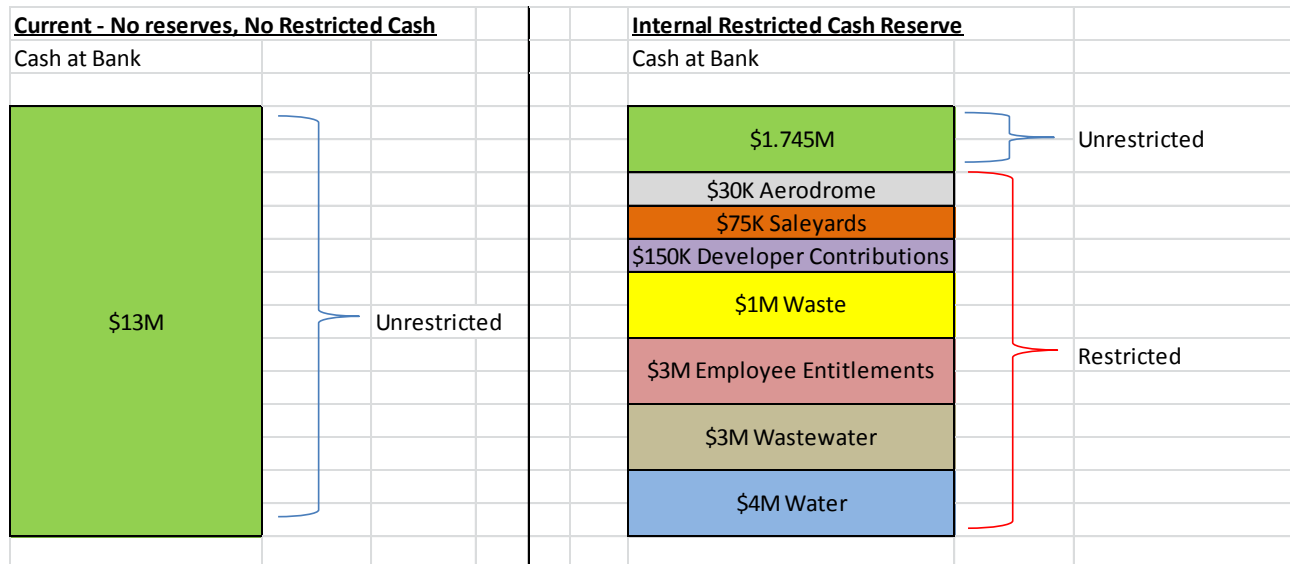
Other general reserves using equity are not specifically prohibited by accounting standards, statutes or other legislation in financial reporting. At the same time, Queensland Treasury Corporation (QTC) does not in principle support the use of general reserves, other than in exceptional circumstances. Attachment 1 APG 15 Framework for the Approval of General Reserves from QTC explains QTC’s view on General Reserves.

In the corporate/commercial world, an equity reserve is used to inform readers of the entities financial statements that at least form a part of the retained earnings of the entity that will not be available to the stockholders and hence not paid as a dividend.

Internally Restricting Cash as Reserves

Instead of using equity reserves, QTC recommends using alternative disclosures by councils. Accounting for reserves through internal accounting processes by restricting cash in management reports instead of equity reserves through external financial reporting is an option for Council to consider.

An internal restricted cash reserve is an internal accounting process where Council by resolution restricts a component of the cash balance to be used for a specific purpose only. For example, Council could restrict all excess cash earned by the Water and Wastewater sections to be only used for the renewal of Water and Wastewater assets. Council could also restrict cash to only be used to pay employee entitlements. The diagram below illustrates the concept of internal restricted cash reserves.



Council must cash-bank reserves, otherwise it is a merely an accounting entry and will give an inaccurate representation of Council's financial position. A common method of creating cash reserves is to forgo expenditure in the current financial year and set aside the cash in a reserve for a futures date.

Cash reserves originated back when cash accounting was used and did not take into account non cash accounting entries. Councils are required to use accrual accounting; profit should not be mistaken with excess cash. Council can have a profit and negative cash flow.

Please note QTC's minimum cash expectation for Councils is three months of expenditure, which for the 2015/2016 financial year will be around \$17M - \$18M cash required at any one time. Operating profit is Council's main sustainability measure by the Department of Local Government, Queensland Audit Office and Queensland Treasury Corporation, which is an accrual position not a cash position.

Budget Implications

Nil until restricted cash reserves are implemented.

Policy Consideration

Nil.

Community Engagement

Nil.

Legislation/Local Law

Australian Accounting Standards.

Options

1. Receive and note the content of this report.

2. Do not receive and note the content of this report.

Attachments

1. APG 15 Framework for the Approval of General Reserves Queensland Treasury Corporation [View](#)



APG 15 Framework for the Approval of General Reserves

Introduction

The purpose of this APG is to provide guidance to agencies when considering seeking Queensland Treasury approval for the creation of reserves other than those reserves required under specific Australian Accounting Standards.

General reserve is any reserve other than those allowed under an accounting standard

For the purposes of this APG, any reserve that is not specifically allowed under an accounting standard is taken to be a 'general reserve'.

Applicable requirements/guidance

Framework for the Preparation and Presentation of Financial Statements as amended by AASB CF 2013-1 Amendments to the Australian Conceptual Framework
AASB 101 Presentation of Financial Statements
AASB 116 Property, Plant and Equipment
AASB 121 The Effects of Changes in Foreign Exchange Rates
AASB 138 Intangible Assets
AASB 139 Financial Instruments: Recognition and Measurement
 Minimum Reporting Requirements (Part B) Section FRR 7 – Statement of Changes in Equity

Background

Paragraph 65 of the *Framework for the Preparation and Presentation of Financial Statements* (the Framework) states that equity may be sub-classified into reserves that:

Sub-classification of equity into reserves representing appropriation of retained earnings or capital maintenance adjustments

- represent appropriation of retained earnings; or
- represent capital maintenance adjustments.

Such classifications can be relevant to the users of financial statements when they indicate legal or other restrictions on the ability of the entity to distribute or otherwise apply its equity.

The creation of reserves is sometimes required by statute or other law in order to give an added measure of protection from the effect of losses. Transfers to these reserves are appropriations of retained earnings rather than expenses.

Increases or decreases in value as a result of a revaluation or restatement of assets and liabilities are included in equity as capital maintenance adjustments or revaluation reserves.



FRR Part C APG 15 Framework for the Approval of General Reserves

Reserves permitted under Australian Accounting Standards	<p>Reserves permitted under Australian Accounting Standards include:</p> <ul style="list-style-type: none"> • asset revaluation surplus (AASB 116, AASB 138); • available for sale financial assets (AASB 139); • foreign exchange translation reserve (AASB 121); and • cash flow hedge reserve (AASB 139). <p>The above reserves are used to account for any unrealised gains or losses that would otherwise be recognised in the profit and loss.</p>
Deferred recognition of gains/loss in accumulated surplus until realised through the completion of transaction	<p>The impact of these gains and losses being recorded in the reserves is that the gain or loss is deferred from being recognised in accumulated surplus until the point in time that the gain or loss is realised through the completion of a transaction. For example:</p> <ul style="list-style-type: none"> • an asset that has had a valuation gain previously recognised in the 'asset revaluation surplus' reserve is sold and the accumulated gain related to that asset is transferred to accumulated surplus; • a transaction for which a cash flow hedge has been recognised is completed and the resultant gain or loss on the hedging instrument is transferred from the reserve to profit and loss.

General Reserves - General Information

Use of general reserves other than in exceptional circumstances is not supported	<p>Whilst the creation of general reserves for financial reporting purposes is not specifically prohibited under accounting standards, statute or other law, Queensland Treasury does not in principle support the use of general reserves, other than in exceptional circumstances.</p> <p>In the past, some public sector entities have used general reserves to demonstrate an internal allocation of cash/funds set aside for future use (e.g. asset replacement plan or for future asset maintenance). Usually, the general reserve is matched with a cash asset balance.</p>
General reserves do not generally provide useful information to users of financial statements	<p>It is Queensland Treasury's position that in a constantly changing fiscal environment, the recognition of general reserves to demonstrate an internal allocation of funds does not provide useful information to users of the financial statements.</p> <p>Therefore, agencies are encouraged to consider alternative disclosure or reporting options (i.e. budgets, business plans, additional financial statement notes and/or annual report disclosures) rather than utilising general reserves as a mechanism to inform users of their financial intentions.</p> <p>For example, if:</p> <ul style="list-style-type: none"> • the funds are part of a trust account, they are already quarantined and a disclosure note detailing the operation of the trust account would be more informative; • there is an intention to allocate funds to a specific project or purpose, additional disclosures related to the cash note, accumulated surplus, income and expense or assets and liabilities in either the financial statements or annual report may be appropriate; or • the funds are related to a specific function of an agency, then a disclosure on the operations of that function may be more beneficial to users.

Queensland Treasury Considerations for Approving the Creation of a General Reserve

Queensland Treasury approval is required for the creation of general reserves

It is recognised that there may be rare circumstances in which it will be appropriate for an agency to create and recognise a general reserve. Where a general reserve is genuinely needed, the Minimum Reporting Requirements (Part B) Section FRR 7 Statement of Changes in Equity requires Queensland Treasury approval for the creation of any such reserve, other than a reserve specifically allowed under the Australian Accounting Standards.

Information from agency upon which consideration will be based

Any Queensland Treasury approval for an agency to use a general reserve is based on a particular understanding of how the reserve will be created and maintained. Therefore, consideration will be based on the agency providing the following information:

- the purpose of the general reserve and an argument outlining why a general reserve is the most appropriate mechanism to achieve this purpose;
- explanation of how the general reserve will be operated on an ongoing basis;
- demonstration that the general reserve will be reviewed annually for appropriateness to the agency's operations;
- a note as to whether the general reserve is matched with cash/investments that have been set aside for the reserve's purpose; and
- a note as to whether a future cash outlay is associated with the general reserve.

Where an agency has been given Queensland Treasury approval to create a general reserve, the agency will need to have the following documentation and processes in place to manage and report on the reserves:

Documentation and processes to be in place to manage and report on reserves

- documentation to explain the purpose and nature of each general reserve;
- processes to demonstrate that the general reserves will be reviewed annually and adjusted for any expenditure/increases that have occurred during the financial year;
- assessment processes to determine that the general reserves remain relevant to the operations;
- board minutes, budgets, business plans or other documents verifying the ongoing maintenance of and future commitments relevant to the general reserves; and
- the notes to the financial statements to include:
 - a clear definition of the purpose and nature of each general reserve; and
 - comment disclosing that the general reserve(s) are backed by cash or cash equivalent investments that are set aside for the specific reserve purpose.

Creation, Adjustments and Closure of a General Reserve

A general reserve is often created by an agency to 'quarantine' part or all of accumulated surplus for a specific purpose. Therefore a general reserve will be created by making a transfer from Accumulated Surplus.

Creation and subsequent transfers is via the accumulated surplus

Subsequent transfers to or from the general reserve will be made by way of an adjustment to accumulated surplus. Subsequent increases to a general reserve must be limited to an amount no greater than the positive operating result from continuous operations (net profit) for the financial year.

Adjustments to/from general reserve must be recognised in the Statement Changes in Equity—Transactions with owners as owners

AASB 101 requires reclassification adjustments to be recognised in 'Other Comprehensive Income'. 'Other Comprehensive Income' is defined as 'income and expense (including reclassification adjustments) that are not recognised in the operating result as required or permitted by other Australian Accounting Standards'. However, in accordance with the Framework, except for a capital maintenance adjustment or a revaluation adjustment, a transfer to a general reserve is an appropriation of accumulated surplus rather than an expense. Therefore adjustments to and from a general reserve represent a 'transaction with owners as owners' and must be recognised in the Statement of Changes in Equity under the heading 'Transactions with Owners as Owners'.

Accountable officer must approve the closure of the general reserve

If a general reserve is no longer appropriate or relevant to operations, the accountable officer of the department or the board of a statutory body must approve the closure of the general reserve. The balance of the general reserve must then be transferred back to the accumulated surplus within the same financial year as this approval is given.

Disclosure

A reconciliation of the net movements in the general reserve shall be disclosed as part of the Statement of Changes in Equity.

Disclosure of net movements and each movement is required

The agency shall separately disclose a reconciliation of each of the movements in the general reserve during the period. Information on the purpose of the general reserve and whether it is associated with any cash asset balances disclosed on the Statement of Financial Position must also be disclosed.

APPENDIX - EXAMPLE STATEMENT OF CHANGES IN EQUITY for the year ended 30 June 20XX

	General Reserve (Note xx)	Asset Revaluation Surplus (Note yy)	Accumulated Surplus	Contributed Equity	TOTAL
	\$'000	\$'000	\$'000	\$'000	\$'000
Balance as at 1 July 20XX	x	x	x	x	x
Operating result from continuing operations			x		x
Net effect of changes in accounting policies and prior year adjustments					
<i>Other Comprehensive Income</i>					
- Increase (Decrease) in asset revaluation surplus		x			x
- Net value gain from cash flow hedges		x			x
- Net gain on available-for-sale financial assets		x			x
- Other		x			x
<i>Total Comprehensive Income for the Year</i>	-	x	x	-	x
<i>Transactions with Owners as Owners:</i>					
- Appropriated equity injections (Note x)	-	-	-	x	x
- Net transfers in/(out) from other Queensland Government entities	-	-	-	x	x
- Other (specify)	-	-	-	-	-
<i>Net Transactions with Owners as Owners</i>	x	-	(x)	x	x
Balance at 30 June 20XX	x	x	x	x	x

FRR Part C APG 15 Framework for the Approval of General Reserves

Balance as at 1 July 20XX**Operating result from continuing operations****Other Comprehensive Income**

- Increase (Decrease) in asset revaluation surplus
- Net value gain from cash flow hedges
- Net gain on available-for-sale financial assets
- Other

Total Comprehensive Income for the year**Transactions with Owners as Owners:**

- Appropriated equity injections (Note x)
- Net transfers in/(out) from other Queensland Government entities
- Other (specify)

Net Transactions with Owners as Owners**Balance at 30 June 20XX**

x	x	x	x	x
x		x		x
	x			x
	x			x
	x			x
	x			x
x	x	x	-	x
-	-	-	x	x
-	-	-	-	-
-	-	-	-	-
(x)	-	x	x	x
x	x	x	x	x

The accompanying notes form part of these statements.

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10.4 BCS - Financial Assistance Grants (FAG's)

Document Information

 Southern Downs REGIONAL COUNCIL	Report To: General Council Meeting	
	Reporting Officer:	Meeting Date: 23 September 2015
	Manager Finance	File Ref: 12.13

Recommendation

THAT Council :

1. Receive and note the contents of this report.
2. Through the September Budget Quarterly Review process investigate opportunities of decreasing expenditure or increasing income or a combination of both to offset the decrease in the Financial Assistance Grants (FAG's).

Report

The Federal Government has provided over \$2.3 billion for the 2015/2016 financial year under the Financial Assistance Grants (FAG's) programme to local government. The FAG's programme consists of two components:

1. a general purpose component which is distributed between the states and territories according to population and other statistics, and
2. an identified local road component which is distributed between the states and territories according to fixed historical shares.

Both components of the FAG's are untied in the hands of local government, allowing councils to spend the grants according to priorities.

In 2014/2015 the Federal Government made a decision to freeze the indexation of the FAG's for three years until 2017/2018. Council therefore budgeted the FAG's revenue for 2015/2016 year based on the 2014/2015 actual grant received. Unfortunately, Council's 2015/2016 FAG's payment has decreased by \$149,563 to \$6,897,414.

	2014-15 Actual	2015-16 Budget	2015-16 Actual	2015-16 Difference
General Purpose Grant	5,010,960	5,010,960	4,837,195	(173,765)
Identified Road Grant	2,036,017	2,036,017	2,060,219	24,202
Total	7,046,977	7,046,977	6,897,414	(149,563)

On 29 June 2015, the Federal Government brought forward the first two instalments of the 2015/2016 FAG's programme estimate for payment in 2014/2015. Although the funds were paid by the Federal Government on the 29 June 2015, Council did not receive the \$3,502,575 of funds until 3 July 2015. The remaining \$3,394,839 will be paid in four equal instalments in August, November, February and May.

Budget Implications

The decrease in revenue of \$149,563 will decrease Council's operating result by \$149,563 creating a budgeted operating deficit of approximately \$138K.

Council staff will need reduce expenditure or increase incomes during the first quarter review to offset this loss of revenue.

Policy Consideration

Nil.

Community Engagement

Nil.

Legislation/Local Law

Local Government (Financial Assistance) Act 1995 (the Act).

Options

1. Receive and note the content of this report.
2. Do not receive and note the content of this report.

Attachments

1. Financial Assistance Grant QLD 2015/2016 [View](#)
2. Financial Assistance Grant QLD 2014/2015 [View](#)

Item 10.4 BCS - Financial Assistance Grants (FAG's)
Attachment 1: Financial Assistance Grant QLD 2015/2016


Council	2015-16 Financial Assistance Grant Allocations			Payment Schedule				
	General Purpose Grant	Identified Road Grant	TOTAL	Early Payment (Paid July 2015)	1st Qtr Payment August 2015	2nd Qtr Payment November 2015	3rd Qtr Payment February 2016	4th Qtr Payment May 2016
Aurukun	1,755,983	61,445	1,817,428	948,078	218,587	218,587	218,588	218,588
Balonne	3,395,266	1,334,134	4,729,400	2,337,347	598,013	598,013	598,013	598,014
Banana	5,444,253	2,218,523	7,662,776	3,949,097	928,420	928,420	928,420	928,419
Baraldine	5,064,055	1,685,749	6,749,804	3,330,870	854,734	854,734	854,733	854,733
Barcoo	2,764,452	925,780	3,690,232	1,867,723	455,628	455,627	455,627	455,627
Blackall-Tambo	2,835,738	1,043,908	3,879,646	1,892,347	496,874	496,875	496,875	496,875
Boulia	2,220,206	740,672	2,960,878	1,438,281	380,649	380,649	380,650	380,649
Brisbane	23,249,094	15,041,795	38,290,889	19,104,829	4,796,640	4,796,640	4,796,640	4,796,640
Bulloo	4,763,868	1,105,548	5,869,416	2,846,219	755,799	755,799	755,800	755,799
Bundaberg	4,869,683	2,636,906	7,506,589	3,788,469	929,530	929,530	929,530	929,530
Burdekin	2,510,259	818,469	3,328,728	1,620,132	427,149	427,149	427,149	427,149
Burke	2,510,508	400,399	2,910,907	1,412,824	374,520	374,521	374,521	374,521
Cairns	3,223,144	2,377,917	5,601,061	2,795,485	701,394	701,394	701,394	701,394
Carpentaria	3,766,967	986,824	4,753,791	2,384,844	597,812	597,812	597,811	597,812
Cassowary Coast	2,252,072	961,959	3,214,031	1,557,217	414,204	414,208	414,208	414,204
Central Highlands	5,837,780	2,854,807	8,692,587	4,487,188	1,068,881	1,068,880	1,068,880	1,068,880
Charters Towers	4,191,289	2,306,976	6,498,265	3,311,714	796,638	796,638	796,638	796,637
Cherbourg	513,691	52,146	565,837	274,739	72,774	72,775	72,775	72,774
Cloncurry	4,380,842	904,714	5,285,556	2,888,879	679,748	679,744	679,744	679,744
Cook	7,209,295	1,625,920	8,835,215	4,241,748	1,148,366	1,148,367	1,148,367	1,148,367
Croydon	2,786,377	605,499	3,391,876	1,646,718	488,291	488,290	488,291	488,291
Diamantina	2,307,711	638,373	2,946,084	1,480,704	378,848	378,848	378,848	378,848
Doomadgee	1,159,377	77,013	1,236,390	599,913	159,119	159,119	159,120	159,119
Douglas	980,527	326,640	1,307,167	686,015	180,287	180,288	180,288	180,289
Etheridge	3,634,253	984,155	4,618,408	2,240,955	594,364	594,363	594,363	594,363
Flinders	4,749,074	1,121,347	5,870,421	2,850,573	754,962	754,962	754,962	754,962
Fraser Coast	4,184,985	2,486,582	6,671,567	3,890,977	745,147	745,148	745,147	745,148
Gladstone	5,413,589	2,119,207	7,532,796	3,822,465	927,583	927,583	927,582	927,583
Gold Coast	11,070,542	7,370,457	18,440,999	9,487,060	2,250,988	2,250,988	2,250,988	2,250,984
Goondiwindi	4,368,947	1,484,134	5,853,081	2,879,429	748,412	748,413	748,414	748,413
Gympie	3,355,331	1,763,025	5,118,356	2,597,781	680,144	680,144	680,144	680,148
Hindinbrook	1,469,555	503,277	1,972,832	1,005,419	241,888	241,888	241,888	241,884
Hope Vale	905,881	75,007	980,888	475,954	126,231	126,231	126,231	126,231
Ipswich	3,812,300	2,919,098	6,731,398	3,287,268	861,084	861,084	861,084	861,083
Isaac	2,947,022	2,054,618	5,001,640	2,529,125	619,629	619,628	619,629	619,629
Kowanyama	1,337,963	206,737	1,544,700	749,823	198,719	198,719	198,719	198,720
Livingstone	2,545,122	1,158,901	3,704,023	1,880,088	485,996	485,996	485,996	485,997
Lockhart River	1,431,008	98,025	1,529,033	786,391	185,610	185,610	185,610	185,611
Lockyer Valley	2,908,379	1,187,823	4,096,202	2,048,177	512,006	512,007	512,006	512,006
Logan	6,185,567	4,430,914	10,616,481	5,282,773	1,333,427	1,333,427	1,333,427	1,333,427
Longreach	5,898,355	1,564,810	7,463,165	3,878,423	896,185	896,185	896,185	896,185
Mackay	3,669,022	2,652,163	6,321,185	3,196,192	780,748	780,748	780,748	780,749
Mapoon	1,006,085	22,411	1,028,496	498,753	132,436	132,436	132,435	132,436
Maranoa	13,029,264	3,886,959	16,916,223	7,976,052	2,110,048	2,110,042	2,110,048	2,110,048
Mareeba	4,960,727	1,500,072	6,460,799	3,140,081	880,180	880,180	880,179	880,179
Mdinlay	4,397,279	1,105,931	5,503,210	2,872,321	707,723	707,722	707,722	707,722
Moreton Bay	8,456,696	6,231,394	14,688,090	7,804,783	1,845,782	1,845,782	1,845,782	1,845,788
Mornington	1,405,623	100,132	1,505,755	752,207	188,387	188,387	188,387	188,387
Mount Isa	4,133,490	1,360,840	5,494,330	2,679,437	705,223	705,223	705,224	705,223
Murweh	4,930,667	1,575,839	6,506,506	3,278,922	806,896	806,896	806,896	806,896
Napranum	979,127	104,421	1,083,548	525,879	139,417	139,417	139,417	139,418
Noosa	1,075,540	1,031,946	2,107,486	1,058,864	268,495	268,496	268,495	268,495
North Burnett	8,644,406	2,393,778	11,038,184	5,882,811	1,418,918	1,418,918	1,418,918	1,418,918
Northern Peninsula Area	3,566,687	228,279	3,794,966	1,840,697	488,567	488,567	488,568	488,567
Palm Island	1,096,317	48,195	1,144,512	585,428	147,271	147,271	147,271	147,271
Paroo	3,539,790	1,283,081	4,822,871	2,343,340	619,883	619,883	619,882	619,883
Pormpuraaw	1,235,207	320,912	1,556,119	755,729	200,097	200,098	200,098	200,097
Quilpie	3,664,636	1,151,300	4,815,936	2,351,488	616,112	616,112	616,112	616,112
Redland	3,013,443	2,129,464	5,142,907	2,575,576	641,833	641,833	641,833	641,832
Richmond	3,132,610	726,156	3,858,766	1,956,100	478,667	478,666	478,666	478,667
Rodhampton	5,126,591	1,968,190	7,094,781	3,458,739	909,011	909,011	909,010	909,010
Scenic Rim	1,618,129	1,398,449	3,016,578	1,320,003	374,143	374,144	374,144	374,144
Somerset	2,130,613	1,288,979	3,419,592	1,728,026	424,142	424,141	424,141	424,141
South Burnett	4,804,148	2,155,396	6,959,544	3,530,761	857,195	857,195	857,195	857,195
Southern Downs	4,837,179	2,060,219	6,897,414	3,502,379	848,709	848,710	848,709	848,711
Sunshine Coast	5,733,709	4,578,761	10,312,470	5,118,823	1,298,412	1,298,412	1,298,412	1,298,411
Tablelands	4,109,732	1,280,202	5,389,934	2,624,516	691,854	691,854	691,855	691,855
Toowoomba	9,546,195	5,756,613	15,302,808	8,097,200	1,801,402	1,801,403	1,801,402	1,801,401
Torres	2,823,403	99,866	2,923,269	1,418,093	378,295	378,298	378,294	378,294
Torres Strait Island	9,730,793	251,850	9,982,643	5,188,056	1,212,897	1,212,897	1,212,896	1,212,897
Townsville	3,944,736	2,939,476	6,884,212	3,481,092	850,780	850,780	850,780	850,780
Western Downs	13,261,671	4,509,902	17,771,573	9,085,354	2,184,054	2,184,056	2,184,054	2,184,055
Whitsunday	3,366,035	1,373,841	4,739,876	2,331,078	602,200	602,200	602,201	602,200
Winton	3,992,384	1,399,003	5,391,387	2,701,841	672,387	672,386	672,387	672,386
Woorabinda	466,053	41,538	507,591	252,794	63,699	63,699	63,699	63,699
Wujal Wujal	427,202	12,981	440,183	214,868	56,404	56,404	56,404	56,404
Yarrabah	804,946	59,034	863,980	417,881	111,524	111,525	111,525	111,525
TOTAL	318,870,461	131,787,806	450,658,267	225,237,441	56,355,206	56,355,206	56,355,206	56,355,208

Item 10.4 BCS - Financial Assistance Grants (FAG's)
Attachment 2: Financial Assistance Grant QLD 2014/2015

Council	2014-15 Financial Assistance Grant (Cash)			Payment Schedule			
	General Purpose Grant	Identified Road Grant	TOTAL	August 2014	November 2014	February 2015	May 2015
Aurukun	1,838,041	61,115	1,899,156	474,788.75	474,788.75	474,788.75	474,789.75
Balonne	3,390,214	1,312,451	4,702,665	1,175,666.25	1,175,666.25	1,175,666.25	1,175,666.25
Banana	5,639,824	2,305,577	7,945,401	1,986,350.25	1,986,350.25	1,986,350.25	1,986,350.25
Barcardine	4,940,518	1,761,141	6,701,659	1,675,414.75	1,675,414.75	1,675,414.75	1,675,414.75
Barcoo	2,848,284	909,896	3,758,180	939,545.00	939,545.00	939,545.00	939,545.00
Blackall-Tambo	2,784,238	1,024,322	3,808,560	952,140.00	952,140.00	952,140.00	952,140.00
Boulia	2,166,044	727,772	2,893,816	723,454.00	723,454.00	723,454.00	723,454.00
Brisbane	23,380,672	15,049,983	38,430,655	9,607,663.75	9,607,663.75	9,607,663.75	9,607,663.75
Bulloo	4,646,219	1,079,179	5,725,398	1,431,349.50	1,431,349.50	1,431,349.50	1,431,349.50
Bundaberg	4,998,240	2,623,802	7,622,042	1,905,510.50	1,905,510.50	1,905,510.50	1,905,510.50
Burdekin	2,449,021	810,702	3,259,723	814,930.75	814,930.75	814,930.75	814,930.75
Burke	2,449,264	393,513	2,842,777	710,694.25	710,694.25	710,694.25	710,694.25
Cairns	3,247,421	2,376,113	5,623,534	1,405,883.50	1,405,883.50	1,405,883.50	1,405,883.50
Carpentaria	3,787,527	970,175	4,757,702	1,189,425.50	1,189,425.50	1,189,425.50	1,189,425.50
Cassowary Coast	2,197,133	935,937	3,133,070	783,267.50	783,267.50	783,267.50	783,267.50
Central Highlands	6,047,489	2,879,747	8,927,236	2,231,809.00	2,231,809.00	2,231,809.00	2,231,809.00
Charters Towers	4,341,852	2,321,507	6,663,359	1,665,839.75	1,665,839.75	1,665,839.75	1,665,839.75
Cherbourg	501,005	51,664	552,669	138,167.25	138,167.25	138,167.25	138,167.25
Cloncurry	4,273,916	890,168	5,164,084	1,291,021.00	1,291,021.00	1,291,021.00	1,291,021.00
Cook	7,033,425	1,501,328	8,534,753	2,133,688.25	2,133,688.25	2,133,688.25	2,133,688.25
Croydon	2,717,565	594,908	3,312,473	828,118.25	828,118.25	828,118.25	828,118.25
Diamantina	2,251,120	626,882	2,878,002	719,500.50	719,500.50	719,500.50	719,500.50
Doomadgee	1,131,062	76,060	1,207,122	301,780.50	301,780.50	301,780.50	301,780.50
Douglas	1,016,369	324,425	1,340,794	335,198.50	335,198.50	335,198.50	335,198.50
Etheridge	3,544,501	963,374	4,507,875	1,126,968.75	1,126,968.75	1,126,968.75	1,126,968.75
Flinders	4,631,791	1,102,284	5,734,075	1,433,518.75	1,433,518.75	1,433,518.75	1,433,518.75
Fraser Coast	4,335,322	3,090,411	7,425,733	1,856,433.25	1,856,433.25	1,856,433.25	1,856,433.25
Gladstone	5,608,060	2,082,463	7,690,523	1,922,630.75	1,922,630.75	1,922,630.75	1,922,630.75
Gold Coast	11,116,411	7,865,124	18,981,535	4,745,383.75	4,745,383.75	4,745,383.75	4,745,383.75
Goondiwindi	4,331,106	1,462,291	5,793,397	1,448,349.25	1,448,349.25	1,448,349.25	1,448,349.25
Gympie	3,475,863	1,750,609	5,226,472	1,306,618.00	1,306,618.00	1,306,618.00	1,306,618.00
Hinchinbrook	1,522,345	500,581	2,022,926	505,731.50	505,731.50	505,731.50	505,731.50
Hope Vale	883,509	73,951	957,460	239,365.00	239,365.00	239,365.00	239,365.00
Ipswich	3,784,363	2,827,859	6,612,222	1,653,055.50	1,653,055.50	1,653,055.50	1,653,055.50
Isaac	3,052,887	2,023,205	5,076,092	1,269,023.00	1,269,023.00	1,269,023.00	1,269,023.00
Kowanyama	1,305,323	203,420	1,508,743	377,185.75	377,185.75	377,185.75	377,185.75
Livingstone	2,637,683	1,146,128	3,783,811	945,952.75	945,952.75	945,952.75	945,952.75
Lockhart River	1,395,667	186,637	1,582,304	395,576.00	395,576.00	395,576.00	395,576.00
Lockyer Valley	2,946,087	1,174,726	4,120,813	1,030,203.25	1,030,203.25	1,030,203.25	1,030,203.25
Logan	6,214,337	4,412,223	10,626,560	2,656,640.00	2,656,640.00	2,656,640.00	2,656,640.00
Longreach	6,110,241	1,693,289	7,803,530	1,950,882.50	1,950,882.50	1,950,882.50	1,950,882.50
Mackay	3,800,824	2,633,110	6,433,934	1,608,483.50	1,608,483.50	1,608,483.50	1,608,483.50
Mapoon	981,542	22,076	1,003,618	250,904.50	250,904.50	250,904.50	250,904.50
Maranoa	12,707,492	3,336,746	16,044,238	4,011,059.50	4,011,059.50	4,011,059.50	4,011,059.50
Mareeba	4,843,886	1,477,836	6,321,722	1,580,430.50	1,580,430.50	1,580,430.50	1,580,430.50
McKinlay	4,288,684	1,086,839	5,375,523	1,343,880.75	1,343,880.75	1,343,880.75	1,343,880.75
Moreton Bay	8,451,687	6,242,518	14,694,205	3,673,551.25	3,673,551.25	3,673,551.25	3,673,551.25
Mornington	1,371,333	142,241	1,513,574	378,393.50	378,393.50	378,393.50	378,393.50
Mount Isa	4,031,409	1,346,319	5,377,728	1,344,432.00	1,344,432.00	1,344,432.00	1,344,432.00
Murweh	5,047,393	1,549,923	6,597,316	1,649,329.00	1,649,329.00	1,649,329.00	1,649,329.00
Napranum	954,947	102,918	1,057,865	264,466.25	264,466.25	264,466.25	264,466.25
Noosa	1,089,327	1,031,444	2,120,771	530,192.75	530,192.75	530,192.75	530,192.75
North Burnett	8,433,526	2,358,443	10,791,969	2,697,992.25	2,697,992.25	2,697,992.25	2,697,992.25
Northern Peninsula Area	3,479,678	224,197	3,703,875	925,968.75	925,968.75	925,968.75	925,968.75
Palm Island	1,069,242	48,087	1,117,329	279,332.25	279,332.25	279,332.25	279,332.25
Paroo	3,453,231	1,260,872	4,714,103	1,178,525.75	1,178,525.75	1,178,525.75	1,178,525.75
Pormpuraaw	1,204,702	315,498	1,520,200	380,050.00	380,050.00	380,050.00	380,050.00
Quilpie	3,611,213	1,120,012	4,731,225	1,182,806.25	1,182,806.25	1,182,806.25	1,182,806.25
Redland	3,047,462	2,133,690	5,181,152	1,295,288.00	1,295,288.00	1,295,288.00	1,295,288.00
Richmond	3,244,140	690,848	3,934,988	983,747.00	983,747.00	983,747.00	983,747.00
Rockhampton	5,003,665	1,957,444	6,961,109	1,740,277.25	1,740,277.25	1,740,277.25	1,740,277.25
Scenic Rim	1,676,257	1,381,612	3,057,869	764,467.25	764,467.25	764,467.25	764,467.25
Somerset	2,187,674	1,278,818	3,466,492	866,623.00	866,623.00	866,623.00	866,623.00
South Burnett	4,976,727	2,126,972	7,103,699	1,775,924.75	1,775,924.75	1,775,924.75	1,775,924.75
Southern Downs	5,010,960	2,036,017	7,046,977	1,761,744.25	1,761,744.25	1,761,744.25	1,761,744.25
Sunshine Coast	5,742,058	4,553,795	10,295,853	2,573,963.25	2,573,963.25	2,573,963.25	2,573,963.25
Tablelands	4,001,334	1,271,633	5,272,967	1,318,241.75	1,318,241.75	1,318,241.75	1,318,241.75
Toowoomba	10,226,443	6,063,112	16,289,555	4,072,388.75	4,072,388.75	4,072,388.75	4,072,388.75
Torres	2,754,526	99,019	2,853,545	713,386.25	713,386.25	713,386.25	713,386.25
Torres Strait Island	10,080,350	248,665	10,329,015	2,582,253.75	2,582,253.75	2,582,253.75	2,582,253.75
Townsville	4,086,443	2,916,727	7,003,170	1,750,792.50	1,750,792.50	1,750,792.50	1,750,792.50
Western Downs	13,738,067	4,441,150	18,179,217	4,544,804.25	4,544,804.25	4,544,804.25	4,544,804.25
Whitsunday	3,322,124	1,367,878	4,690,002	1,172,500.50	1,172,500.50	1,172,500.50	1,172,500.50
Winton	4,061,231	1,374,859	5,436,090	1,359,022.50	1,359,022.50	1,359,022.50	1,359,022.50
Woorabinda	454,544	53,978	508,522	127,130.50	127,130.50	127,130.50	127,130.50
Wujal Wujal	416,652	14,977	431,629	107,907.25	107,907.25	107,907.25	107,907.25
Yarrabah	785,068	55,558	840,626	210,156.50	210,156.50	210,156.50	210,156.50
Total	320,607,800	132,532,773	453,140,573	113,285,143.00	113,285,143.00	113,285,143.00	113,285,144.00

10.5 BCS - Executive Performance Report - August 2015

Document Information

 Southern Downs REGIONAL COUNCIL	Report To: General Council Meeting	
	Reporting Officer:	Meeting Date: 23 September 2015
	Manager Corporate Services	File Ref: 06.01; 06.03.01

Recommendation

THAT Council Council receive and note the Executive Performance Statistics for August 2015.

Report

Attached to this report are the Executive Performance Statistics for August 2015. These statistics provide an overview of performance from a number of business units within Council's Directorates.

These statistics are generated on a monthly basis and provide information such as Community Contact Centre performance indicators, Merit Request data, the breakdown of that data by directorate, requests received by Council, Right to Information and Information Privacy application progression data and any economic development movements within the region.

Budget Implications

Nil.

Policy Consideration

Operational Plan 2015/16

- 8.2 Develop and implement policies and procedures to effectively manage HR resources and practices across the entire Southern Downs Regional Council organisation.
 - 8.2.1 Office of the CEO - Operate the Community Contact Centres in accordance with Key Performance Indicators.
 - 8.2.1 Business & Community Services - Provision of timely and accurate Council information to the community.

Community Engagement

Nil.

Legislation/Local Law

Nil.

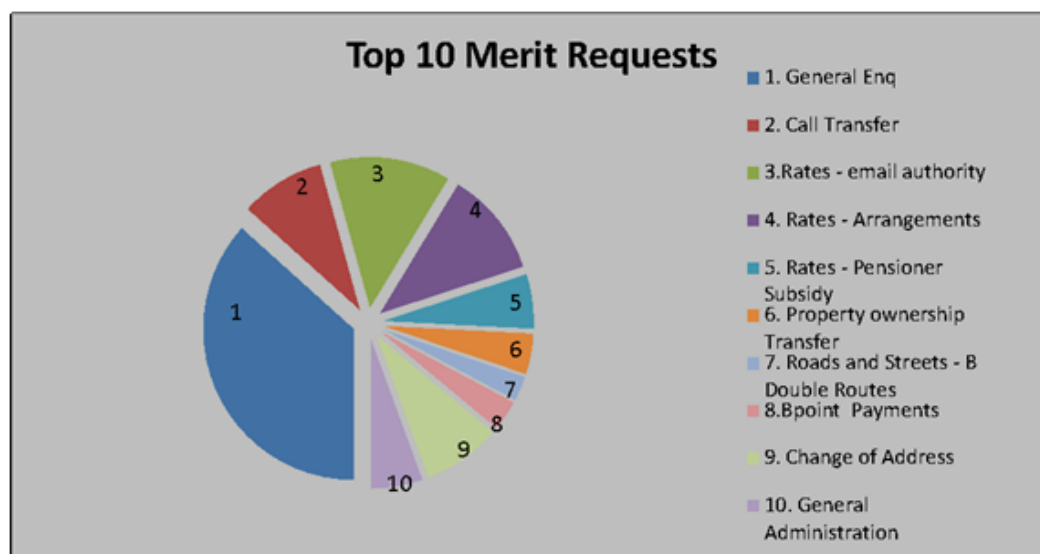
Options

- 1. Receive and note this report.
- 2. Do not receive and note this report.

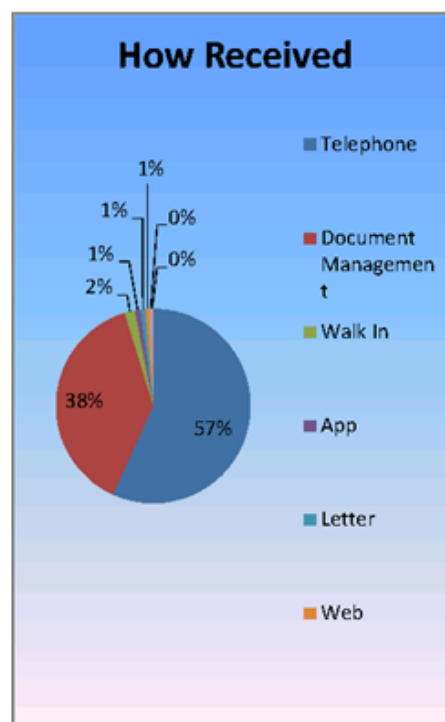
Attachments

- 1. Executive Performance Statistics [View](#)

Top 10 Merit Customer Requests

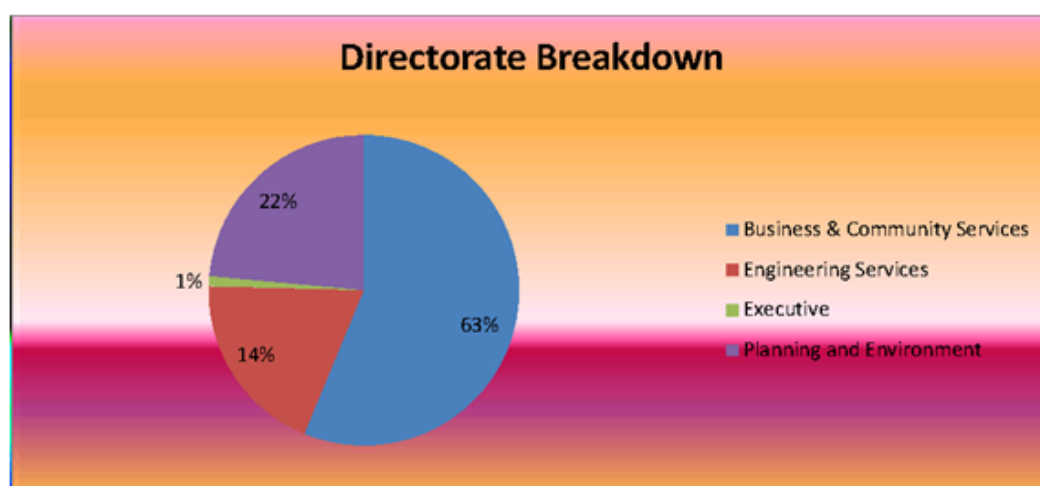


How Received	Count
Telephone	1,443
Document Management	978
Walk In	43
App	25
Letter	20
Web	18
Email	8
Traveller	7
Total	2,542



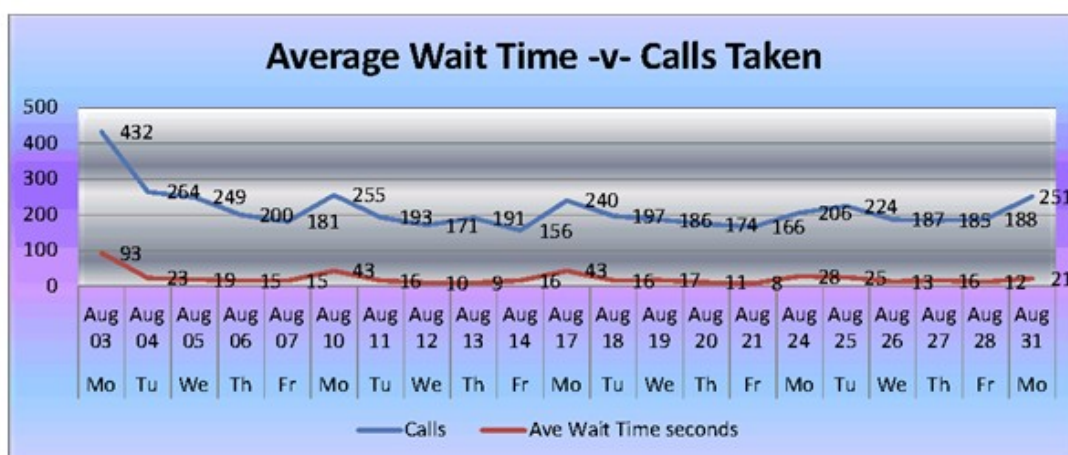
Directorate Breakdown August 2015
(Includes carryover from previous month)

Directorate	Total	Open	Closed
Business & Community Services			
Community Facility Services	88	20	68
Community Services	16	5	11
Corporate Services	966	27	939
Finance	979	84	895
Information Services	75	6	69
Total	2,124	142	1,982
Engineering Services			
Engineering Services	211	41	170
Infrastructure Services	33	0	33
Water and Waste Water	8	1	7
Works	236	60	176
Total	488	102	386
Executive			
Executive	21	6	15
Human Resources and Organisational Development	3	0	3
Total	24	6	18
Planning and Environment			
Environmental Services	264	66	208
Local Laws Dept	255	109	146
Planning and Development	217	90	127
Total	736	255	481
SDRC Total	3,372	505	2,867



Escalation Status Report

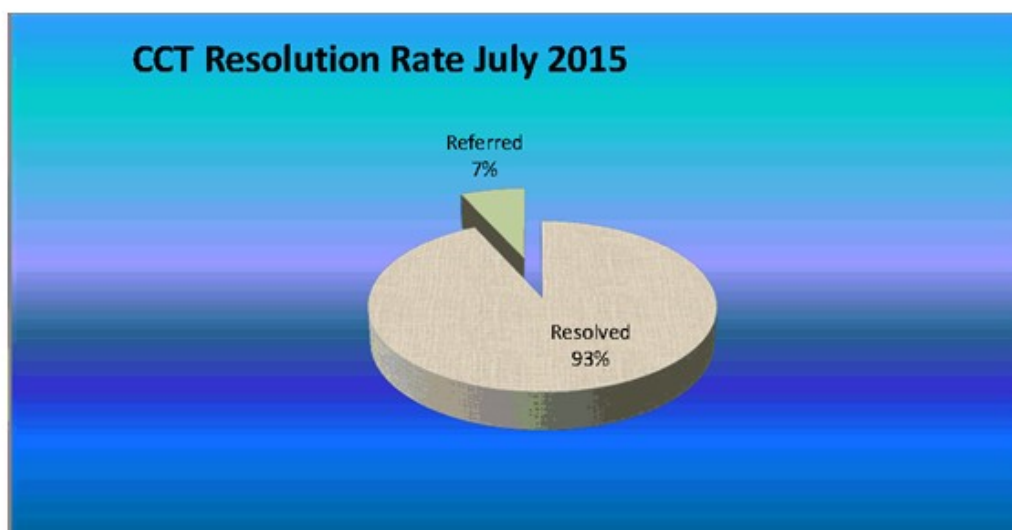
Request ID	Details	Explanation	Status at 1/9/15
87785	Customer thought water service was restricted flow	Engineering to check and advise Rates	Open
87963	Request replace broken water meter	Will be done after water meter read for region is completed	Open
88453	Possible leak 22 Wallengarra Rd		Open
88472	Stop tap at 70 Woodlawn St can't be turned off		Open
88566	Report of leaking meter not investigated for 1 month and resulted in large water bill at 45 Tyne St Stanthorpe	Referred to Manager Water & Waste Water as Revenue have no policy to deal with this issue	Open
88569	Sewer choke at 28 Lyons St		Finalised
88898	Caller rang to report that septic tank at 63 Callandoon St Wallengarra is full		Finalised
88980	Sewer manhole overflow in Stan Walsh Park		Finalised
88983	Sewerage overflow 12 Gillam St		Finalised
90032	Water leak 111 Madsen Rd Yangon		Open
90249	Fire hydrant leaking under building at 14 Albion St		Open
90336	Leak on footpath at 49 Connor St		Open
87633	Leaking water meter 25 Percy Street		Finalised
87714	Leaking stop tap 36 Warwick St Leyburn		Finalised
87807	Seepage on road shoulder 22 Drayton St Allora		Finalised
88116	Request clarification on road name		Finalised
88344	Request permission to burn off wood stacks at Morgan Park	Referred to Manager Corporate Services	Open
88208	Request status of Town Bell	Referred to Property Maintenance Co-ordinator	Open
88212	Report of dirty drinking water in Allora		Open
88272	Request to have duck warning signs erected at Park Rd to aid in protection of duck population in the area		Open
88681	Complaint re condition of property at 1A Allanthus St	Letter sent to owner advising to rectify by 18/9/15	Open



Please Note: The above is an expanded statistic. In order to better explain the basis of the average wait time for customers to have their calls answered, the above graph also shows the amount of calls taken on each business day. The average wait time appropriately correlates with the quantity of calls being taken. It is noteworthy that Monday, 3 August 2015 is the day that general rates notices hit mail boxes.

Community Contact Resolution Rate

Total Contacts	Resolved	Referred
6,224	5,769	455



Economic Development Unit Update

1. Vendor Market Place Information Sessions

In partnership with the State Government, the EDU hosted two Vendor Market Place Information sessions on how to tender for Government projects and jobs. Both the workshops were well received and well attended - Stanthorpe 45 attendees and Warwick 47 attendees. The purpose of these workshops was to inform and get local businesses to sign up/register with this new online portal. This will assist in meeting Council's aim to have more local businesses receiving council work. This new portal is already "live" and Council is registered and active in it.

The major objectives of this initiative are:

- Make it easier for business to access council opportunities
- Provide best value for money for ratepayers and residents
- Automate the system for ease of evaluation and recording
- Provide an auditable process

During these sessions, Anthony Holzwart from State Development also ran a session on 'Communicating your offer to council'. This entailed:

- How to put your information about your business in a winning way.
- Essential ways to win more business
- Business need to understand the buying process and the needs of council
- Know your competitors.

2 Cycle Network Local Government Grants Program

The Minister for Main Roads, Road Safety and Ports, Minister Mark Bailey launched an \$11 million over four years Cycle Network Local Government Grants Program. The grants are targeted at the delivery of cycling infrastructure projects on principle cycle networks.

That State Department and Council had a productive working session on 31 August 2015, developing a Principle Cycle Network Plan (PCNP) for both Stanthorpe and Warwick, connecting all parts of the urban areas with the central business districts. These PCNP will form the basis for grant applications to develop these networks.

Right to Information Applications

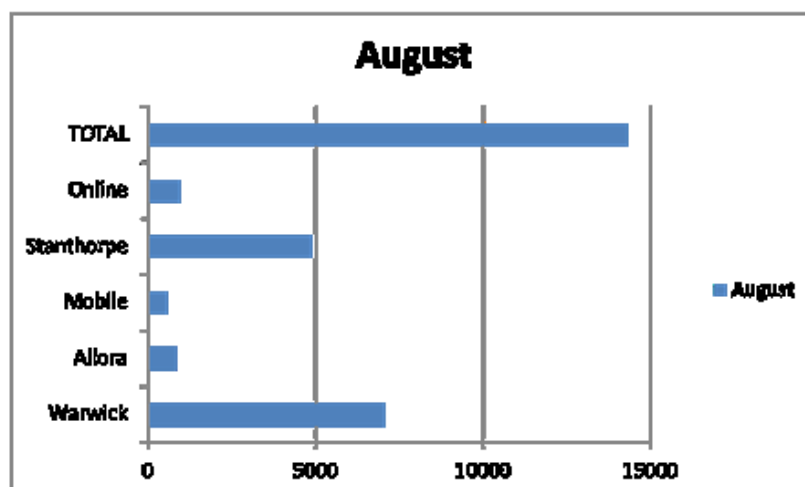
There are no Right to Information or Information Privacy applications currently in process and one Decision Notice was issued in August 2015.

CCTV Applications

Five applications were processed during August 2015.


Library Visitors

Warwick	Allora	Mobile	Stanthorpe	Online	TOTAL
7,066	822	562	4,873	961	14,284



10.6 BCS - Review of Council Lease Policy

Document Information

 Southern Downs REGIONAL COUNCIL	Report To: General Council Meeting	
	Reporting Officer:	Meeting Date: 23 September 2015
	Manager Corporate Services Leasing Compliance Officer	File Ref: 05.18.01

Recommendation

THAT Council :

1. Adopt the fee structure for Council's Lease Policy (Option 1) as follows:

	Lease Tenure	Lessee's Licence Obligations	Annual Fee	Annual Financial Membership Loading
1	Freehold & Trustee Lease	Gaming Licence (Gaming Machine Act) Liquor Licence (Liquor Act)	\$ 250.00 (plus gst)	\$10.00 (plus gst) per member
2	Freehold & Trustee Lease	Liquor Licence (Liquor Act)	\$ 250.00 (plus gst)	\$ 5.00 (plus gst) per member
3	Freehold & Trustee Lease	No Gaming or Liquor Licence	\$ 250.00 (plus gst)	\$ 3.00 (plus gst) per member

2. Amend Council's Lease Policy to reflect the adoption of Option 1.

Report

At the Council Meeting held on 22nd April 2015, Council resolved to approve amendments to Council's Lease Policy. This followed Council's consideration of these amendments at a Briefing Session held 2 March 2015. These amendments included increases in the annual lease fees as follows:

"An annual fee of \$750.00 for all 5 year leases and \$600 for all 10 year leases will apply (unless otherwise resolved by Council) for community and sporting organisations and will be reviewed every five (5) years."

In relation to the Council Lease Policy and as explained at the Briefing Session held 2 March 2015, the recommended annual fees were calculated on a cost recovery basis for the term of a lease, whether that term be 5 or 10 years. The cost recovery calculation was based on the whole of lease administration cost to Council and is not in any way based on commercial land leasing rates.

Those Sporting and Community Organisations, to which the increase applied from 1 July 2015, have been notified by Council. However, as a review was requested by Council at the meeting held 26 August 2015; those organisations have now been requested to put on hold the payment of annual lease fees.

Lease Fee Options

Alternative means of creating a fair and equitable leasing fee structure have been considered. Accordingly three suggested options are included below for Council's consideration.

In relation to Option 1 and 2, following the close of each organisation's reporting year, Council will request that each community/sporting organisation advise their number of members by providing a copy of their official membership register, upon which the annual lease fee will be calculated.

In addition, Option 1 will require the organisations to provide a copy of their relevant licensing where applicable.

Fees will apply immediately to all new leases. Once existing leases reach the rent review period, the new fee structure will apply.

Option 1:

This option provides for the annual fee to be calculated with a minimum amount payable plus a loading based on the number of financial members, with each organisation classified according to the following three categories:

	Lease Tenure	Lessee's Licence Obligations	Annual Fee	Annual Financial Membership Loading
1	Freehold & Trustee Lease	Gaming Licence (Gaming Machine Act) Liquor Licence (Liquor Act)	\$ 250.00 (plus gst)	\$10.00 (plus gst) per member
2	Freehold & Trustee Lease	Liquor Licence (Liquor Act)	\$ 250.00 (plus gst)	\$ 5.00 (plus gst) per member
3	Freehold & Trustee Lease	No Gaming or Liquor Licence	\$ 250.00 (plus gst)	\$ 3.00 (plus gst) per member

Option 2:

This option is based on the number of members registered with each community/sporting organisation i.e. a register of members of the association.

In accordance with *section 9(1)(d) of the Associations Incorporation Regulation 1999*, an incorporated association must keep **a register of members**. Additionally, each organisation's 'Constitution' or 'Model Set of Rules' also requires that a register of members is kept.

Annual Fee Structure

Lease Tenure	Membership	Annual Fee
Freehold and Trustee Lease	00 to 25	\$ 250.00 (plus gst)
	26 to 50	\$ 350.00 (plus gst)
	51 to 75	\$ 450.00 (plus gst)
	76 to 100	\$ 550.00 (plus gst)
	Greater than 100 members	\$ 650.00 (plus gst)

Option 3:

This option is currently in place for Lease Agreements which was adopted at the Council Meeting held on 22 April 2015.

Lease Tenure	5 Year Lease	10 Year Lease
Freehold & Trustee Lease	\$750.00 (plus gst)	\$600.00 (plus gst)

Budget Implications

Council will receive revenue based on which option is adopted by Council.

Policy Consideration

Corporate Plan 2014-2019

8. The Well-Governed Southern Downs
8.12 Develop and implement Council land management strategies.

Operational Plan 2014/15

- 8.18 Continue to promote and encourage a proactive approach to risk management, including business continuity.
 - 8.18.2 Ensure compliance with legislation throughout Council, in accordance with the LGAQ Legislative Compliance Service.

PL-RP001 – Council Leasing Policy

Community Engagement

Nil.

Legislation/Local Law

Local Government Regulation 2012, Section 236.

Options

1. Adopt the recommended Fee Structure Option 1 as outlined in this report.
2. Do not adopt Fee Structure Option 1 outlined in this report.
3. Adopt Fee Structure Option 2 as outlined in this report.
4. Retain Fee Structure Option 3 as adopted by Council on 22 April 2015.
5. Pending the provision of further information to Councillors, defer a decision on this report to the 28 October 2015 meeting.

Attachments

1. PL-RP001 - Council Lease Policy [View](#)



Council Lease Policy

Policy Number:	PL-RP001
Department:	Business Services – Risk and Property
Section:	Executive Services
Responsible Manager:	Manager Business Services
Date Adopted:	21 April 2008
Date to be Reviewed:	Within 6 months of the quadrennial election
Date Reviewed:	29 April 2015
Date Rescinded:	n/a

REVISION RECORD

Date	Version	Revision description
25/03/2014		Review of Policy

Council Lease Policy

Policy no: PL-RP001

Updated: 29 April 2015

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1 Policy Background

n/a

2 Purpose

The purpose of this Policy is to set criteria for the issue of Council Leases, where Council is the Lessor.

3 Scope

This Policy will apply to Council's Trustee Leases (including Trustee Licences) and the leasing of Council's Freehold Land (including Freehold Licences).

4 Legislative Context

- Leases will be issued in accordance with sections 227 and 236 of the *Local Government Regulation 2012*.

5 Policy Details

5.1 Trustee Lease (including Trustee Licence) shall have:

- a term up to a maximum of ten (10) years;
- an annual rental fee which is dependent on the Tender supplied by the Lessee or negotiated with Council;
- an annual fee of \$750.00 for all 5 year leases and \$600 for all 10 year leases will apply (unless otherwise resolved by Council) for community and sporting organisations and will be reviewed every five (5) years;
- The annual fee will be increased yearly in accordance with the CPI Brisbane;
- the Lessee must hold Public Liability Insurance (minimum \$20,000,000);
- the actual cost of lodgement for registration, stamp duty and associated postage fees will be passed on to all Lessees. These fees and duties will be increased in line with the Department of Natural Resources and Mines notification;
- all associated Lease fees, including the initial annual rental will be invoiced and collected at the commencement of the Lease term.

5.2 Lease of Freehold Land (including Freehold Licences) shall have:

- a term up to a maximum of ten (10) years, except by Council resolution;
- an annual rental fee which is dependent on the Tender supplied by the Lessee or negotiated with Council;
- an annual fee of \$750.00 for all 5 year leases and \$600 for all 10 year leases will apply (unless otherwise resolved by Council) for community and sporting organisations and will be reviewed every five (5) years;
- the Lessee must hold Public Liability Insurance (minimum \$10,000,000); this minimum amount may be increased to \$20,000,000 in accordance with any risk assessment undertaken by Council in relation to the leased property;
- the annual fee will be increased yearly in accordance with the CPI Brisbane;
- all associated Lease fees, including the initial annual rental will be invoiced and collected at the commencement of the Lease term.

5.3 General

- All leases will be reviewed six (6) months prior to expiration;
- The annual rental charge for community and sporting organisations will be reviewed every five (5) years;
- Each Lease is to be approved by Council resolution or by delegated authority.

6 Definitions

Term	Meaning
n/a	

7 Related Documents


- n/a

8 References

- n/a

10.7 BCS - Proposed Permanent Closure of Road Reserve between First and Second Avenue, Warwick

Document Information

 Southern Downs REGIONAL COUNCIL	Report To: General Council Meeting	
	Reporting Officer:	Meeting Date: 23 September 2015
	Manager Corporate Services Temporary Leasing Officer	File Ref: 28.9.4

Recommendation

THAT Council advise the applicant that no objection is offered to the proposed permanent road closure of road reserve situated between First and Second Avenues, Warwick subject to the road closure area being amalgamated with an adjoining Lot.

Report

Gary Hayes & Partners Consulting Surveyors, on behalf of their client Walls Quarries, have requested Council's views on their proposed application for the permanent closure of the road reserve between First Avenue and Second Avenue, Warwick. The area of road reserve is approximately 2,000m². Currently there is no Council infrastructure located within this Road Reserve.

Council's Directors' views were obtained and no objections were received, on the condition that the Road Reserve would be amalgamated with an existing lot and not create any new lots.

Gary Hayes & Partners Consulting Surveyors have confirmed that the intention is to amalgamate the road reserve with Lot 40 on RP31029, which will enable the land to be used for future industrial purposes.

In accordance with current requirements from the Department of Natural Resources and Mines (DNR&M), prior to an individual/entity lodging an application for a permanent road closure with DNR&M, the views of the Road Manager (in this instance Council) must be obtained. Only then can a formal application be lodged with DNR&M.

Budget Implications

Nil.

Policy Consideration

Corporate Plan 2014-2019

8. The Well Governed Southern Downs
 - 8.12 Develop and implement Council land management strategies.

Community Engagement

Nil.

Legislation/Local Law

Nil.

Options

1. Advise the applicant that no objection is offered to the proposed permanent road closure of road reserve situated between First and Second Avenues, Warwick subject to the road closure area being amalgamated with an adjoining lot.
2. Advise the applicant that it objects to the proposed permanent road closure of road reserve situated between First and Second Avenues, Warwick, and state the reasons why.

Attachments

1. Correspondence from Gary Hayes & Partners Consulting Surveyors [View](#)
2. Aerial Map of Area [View](#)



Gary Hayes & Partners PTY LTD

CONSULTING SURVEYORS

ABN 62-009 746 838

PO BOX 656
12 LOCKE STREET
WARWICK Q 4370
PHONE 07 4661 4752
FAX 07 4661 5600
email: info@ghpsurveyors.com

Ref No W4951

20 July 2015

The Chief Executive Officer
Southern Downs Regional Council
PO Box 26
WARWICK QLD 4370

Attention: Peter Gribbin

Dear Peter,

Re: Proposed Road Closure – First Avenue, Morgan Park

We intend to apply to the Department of Environment & Resource Management for the permanent road closure of approximately 2,022 m² of road, adjacent to Lot 1 on SP157954.

There is no council infrastructure within the road reserve.

Could you please advise if Council has any objection to this road closure, as we intend to lodge an application for its closure in the near future.

Yours sincerely,

Nick Whittle;
For GARY HAYES & PARTNERS PTY LTD
WARWICK


T:\Data_Data-n\4954 Rhea, John - Road close, Morgan Park\Docs\4954-L1 SDRC AD.doc

Director:
Gary M. Hayes B.App.Sc.(Surveying), Cadastral Surveyor



10.8 BCS - Proposed Lease - Allora Sports Club Inc.

Document Information

 Southern Downs REGIONAL COUNCIL	Report To: General Council Meeting	
	Reporting Officer:	Meeting Date: 23 September 2015
	Manager Corporate Services Temporary Leasing Officer	File Ref: 05.18.01

Recommendation

THAT Council approve an amendment to the Trustee Lease to Allora Sports Club Inc, to include lease areas shown as 'A', 'B' and 'C' on the attached plan providing Allora Sports Group amend their Public Liability policy, to include the activities of Allora Playgroup, in accordance with Council's Lease Policy (PL-RP001).

Report

In July 2014, amended leases for the Allora Sports Club Inc and Playgroup Queensland (Allora Branch) were approved by delegation. These amendments resulted in the Allora Sports Club taking over land that was previously part of the Playgroup Queensland (Allora Branch) lease area and in addition a small section of Stuart Henry Park to enable access to the golf course.

The amended lease for the Allora Sports Club enabled members to safely unload and load their golf carts (onto the land that was previously part of Playgroup Queensland's lease) and additionally, allowed access to the golf course from the Clubhouse, through Stuart Henry Park, Allora. As a result of this lease amendment, Playgroup Queensland surrendered a minor portion of their lease area, which was agreed upon and amended Trustee Leases were drafted.

Playgroup Queensland have now reconsidered their future in Allora and decided they no longer wish to continue with their Trustee Lease and as such have completed a surrender document.

Allora Sports Club Inc has written to Council expressing an interest in incorporating the Playgroup Queensland Trustee Lease area (shown as "Lease C" on the attached map), into their Lease (therefore leasing sections A, B & C, also shown on the attached map).

The extra land will allow Allora Sports Club members to utilise the land to include a proposed machinery shed, pitch and putt course and a BBQ area.

Allora Sports Club will continue to allow Allora Playgroup (who are no longer affiliated with Playgroup Queensland) to utilise the premises for their activities. The Allora Sports Club will request their insurance provider to include the activities of Playgroup Queensland on their Public Liability policy.

Budget Implications

Allora Sports Club will continue to be levied the annual fee as per Council's Lease policy.

Policy Consideration

Community Plan 2030

2. The Healthy and Active Southern Downs

- 2.22 Maintain an appropriate level of provision for sport, active and passive recreation opportunities for all ages

Corporate Plan 2014-2019

2. The Healthy and Active Southern Downs

- 2.1 Support sport and recreation opportunities to encourage a healthier lifestyle for residents in the region

Community Engagement

Nil.

Legislation/Local Law

Local Government Regulations 2012

Land Act 1994

Options

1. Approve an amendment to the Trustee Lease to Allora Sports Club Inc to include lease areas shown as 'A', 'B' and 'C' on the attached plan, providing Allora Sports Group amend their Public Liability policy, to include the activities of Allora Playgroup in accordance with Council's Lease Policy (PL-RP001).
2. Do not approve an amendment to their lease area to include the area previously leased by Playgroup Queensland (Allora Branch).

Attachments

1. Correspondence from Allora Sports Club Inc.[View](#)
2. Map of Trustee Lease Areas.[View](#)
3. Aerial Photo of Additional Lease Areas.[View](#)

Allora Sports Club,
P O Box 40,
Allora Qld 4362

7 July 2015

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

Attention Sami Bartholomai

Dear Chief Executive Officer,

Re: SDRC Property situated in Warwick Street, Allora previously leased to Playgroup QLD

We understand that the previous lessee of the area of land adjoining the Allora Sports Club on the New England Highway side has surrendered their lease and this property is now available.

The Allora Sports Club would like to express an interest in leasing the subject property and adding this to our current lease with the SDRC. (Lease documents are currently awaiting registration and can be amended to accommodate the new area).

You would be aware that the Allora Playgroup currently uses the subject property on a regular basis for the early education and development of pre-school children. This also provides an opportunity for local Mums to get together on a social basis. If the club is successful in securing the property, we will allow the Allora playgroup to continue to use part of the property for its activities. The Sports Club's insurance company will be requested to amend our policy as necessary to cover the playgroup.

The subject property is situated between the Allora Sports Club and our new car parking area. If the club can secure the property, it will give us direct pedestrian access to the car park, increasing security and safety for our members and visitors.

Other uses for the subject land will be considered in the coming months and years, with possibilities including but not being limited to the following:

- machinery shed;
- pitch and putt course;
- BBQ area;

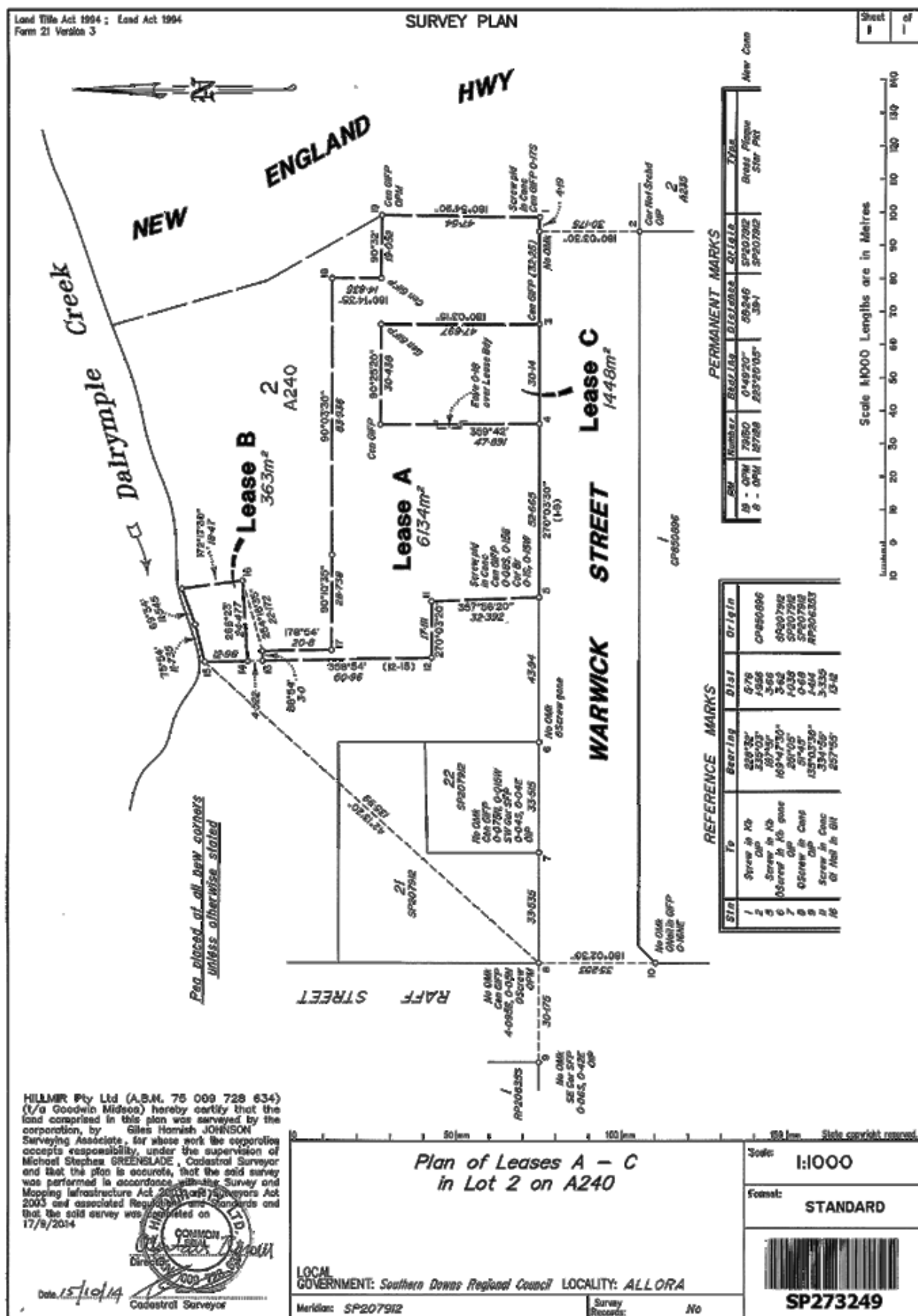
Please be assured that the Allora Sports Club is committed to providing first class amenities for all people of the Allora district to enjoy quality sporting and social activities. Our reasons for seeking to take on this additional leased area are genuine and if approved we can continue to enhance the Sports Club's growing reputation as a good corporate citizen. (Note that club membership has increased from 83 members in 2014 to 128 in 2015).

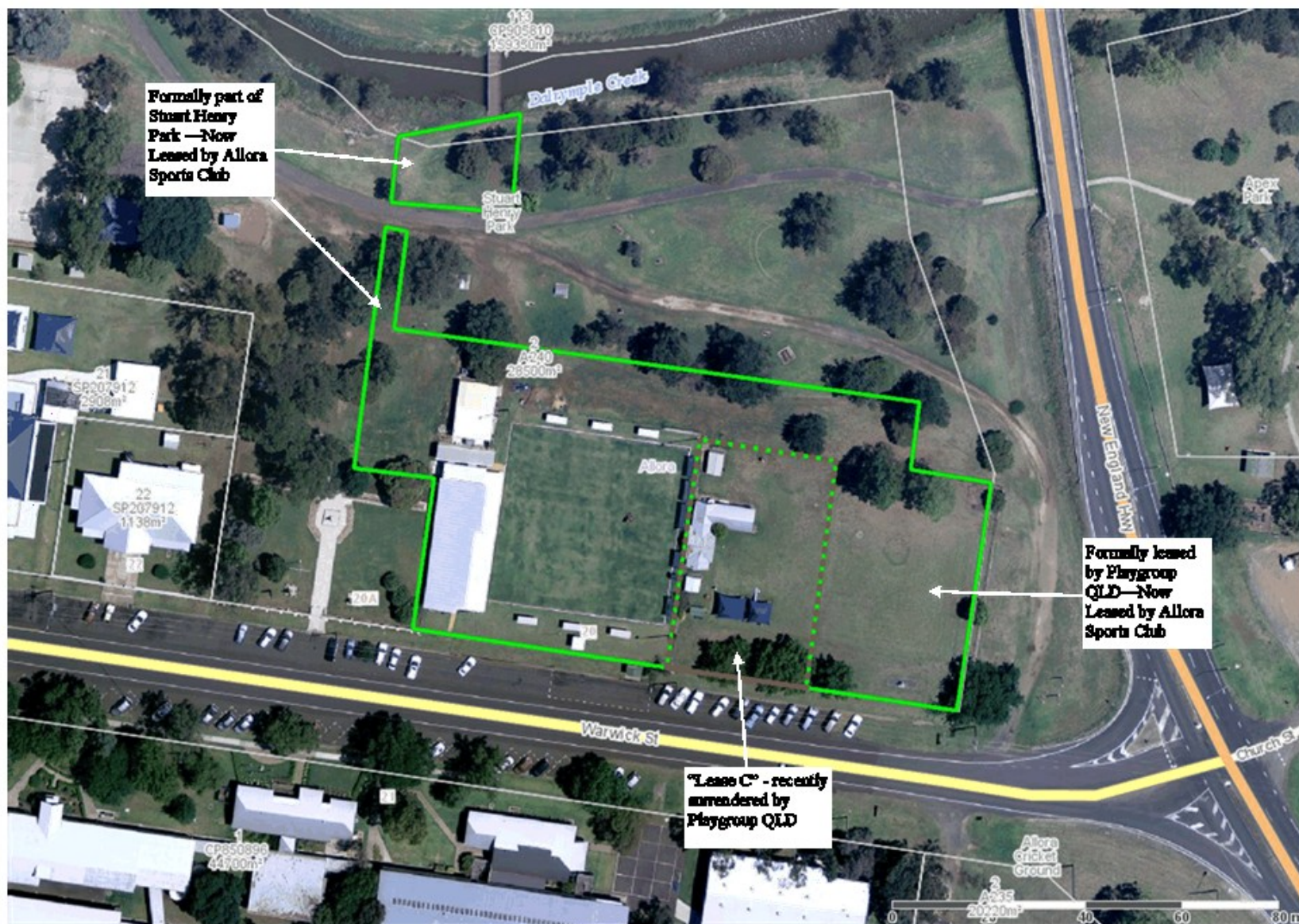
If you would like to arrange a meeting to discuss this matter further, we will be happy to attend.

Yours faithfully




John Ellwood
Secretary
0448 196 647





10.9 BCS - Freehold Lease Over Premises at the Stanthorpe Council Precinct

Document Information

 Southern Downs REGIONAL COUNCIL	Report To: General Council Meeting	
	Reporting Officer:	Meeting Date: 23 September 2015
	Manager Corporate Services Leasing Compliance Officer	File Ref: 05.18.01

Recommendation

THAT Council offer a 10 year freehold lease to the Stanthorpe Senior Citizens (SSC) for the occupation of the Senior's rooms located on Lot 2 on RP126970, with the following special conditions:

- The annual lease fee to be in accordance with Council's lease policy;
- Yearly CPI increases will not be applied and a rent review will occur after five years;
- Public Liability insurance (minimum \$10,000,000);
- The SSC will provide evidence of 'Incorporation';
- Council will be responsible for maintenance of the premises, with a yearly contribution to be negotiated each year with the SSC;
- Council will provide building and contents insurance for the leased premises as it forms part of the entire complex that is insured under Council's insurance policy;
- Council will not unreasonably withhold approval for the SSC to rent the premises to third parties (subject to those third parties providing evidence of Public Liability insurance);
- Should the SSC cease to exist, Council will make no demand for the payment of fees up to the end of the lease term.

Report

The Stanthorpe Senior Citizens (SSC) have been occupying two rooms on the corner of Lock and Marsh Streets, Stanthorpe, over Council owned premises on Lot 2 on R126970, apparently since the building was constructed. Despite an exhaustive search by Council officers no evidence of any formal agreement can be found and the exact period of occupation is unknown. The rooms occupied by the SSC are located beneath the Council Chambers/Councillors office, which is part of the Council precinct in Marsh Street, Stanthorpe.

Council officers have held discussions with various representatives of the SSC and have openly informed them as follows:

- No evidence of any formal agreement can be found at Council;
- A 10 year freehold lease over the premises will be recommended;
- A 10 year lease is currently \$660 (inc gst) per annum – leasing policy also being reviewed in September; meaning fees could possibly alter;
- Seniors currently pay \$1,008 per annum;
- Require public liability insurance (minimum \$10,000,000);
- Council could continue to perform maintenance on the premises (subject to resolution);
- A minor quarterly contribution towards electricity could be a condition of the lease;

- Council approval required for the SSC to rent the premises to a third party (this would require evidence of public liability from those renting);
- Council currently insures the building, SSC could be responsible for contents insurance;
- Potentially, the overall yearly cost to the SSC could decrease with a lease in place;
- With a formal lease agreement in place, this protects both the Council and the SSC in the event of an unforeseen incident that may result in a damages claim against either party;
- In the unlikely event of the SSC ceasing to exist, there would be no demand from Council for the payment of fees up until the end of the lease term;
- No legal costs are applicable, as the lease is not registered with the 'Titles' office, unless requested by the Lessee;
- The option of an 'Agreement to Occupy' could not be considered; this is only considered for temporary or short term tenure of e.g. 1 to 2 years.
- The SSC must provide Council with evidence of incorporation.

In relation to the maintenance of the occupied premises; in the financial year 2014/2015 \$786 was expended by Council.

The formalising of an agreement between Council and the SSC will allay any potential concerns in the event of future public liability claims made against either party.

Budget Implications

Council receives annual lease fees in accordance with Council's Lease Policy and will be responsible for the continued maintenance of the premises occupied by the SSC.

Policy Consideration

Community Plan 2030

1. The Southern Downs Sense of Community
 - 1.2 Develop community hubs as central meeting places that are driven by the community and used for community activities where a sense of community is fostered.

Community Engagement

Nil.

Legislation/Local Law

Local Government Regulation 2012

Options


1. Offer a ten year freehold lease to the Stanthorpe Senior Citizens.
2. Terminate the occupancy of the SSC and offer lease spaces to alternative community organisations.

Attachments

Nil

10.10BCS - Saleyards Advisory Committee Meeting - 27 August 2015

Document Information

 Southern Downs REGIONAL COUNCIL	Report To: General Council Meeting	
	Reporting Officer:	Meeting Date: 23 September 2015
	Manager Community Facilities	File Ref: 03.18.01

Recommendation

THAT Council receive and note the minutes of the Saleyards Advisory Committee Meeting held on 27 August 2015.

Report

The Saleyards Advisory Committee met on 27 August 2015. Attached to this report are the minutes of that meeting.

Budget Implications

Nil.

Policy Consideration

Community Plan 2030

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

Operational Plan 2015/2016

- 8.12 Develop and implement Council land management strategies
 - 8.12.3 Manage and maintain Warwick Saleyards

Community Engagement

Saleyards Advisory Committee and Saleyards Agents.

Legislation/Local Law

Local Law 9 - To provide for the orderly and proper conduct of business activities at the saleyards operated by the local government.

Options

1. Receive and note the minutes of the Saleyards Advisory Committee Meeting held on 27 August 2015.
2. Do not receive and note the minutes of the Saleyards Advisory Committee Meeting held on 27 August 2015.

Attachments

1. Minutes of the Saleyards Advisory Committee Meeting held on 27 August 2015 [View](#)



MINUTES OF THE WARWICK SALEYARDS ADVISORY COMMITTEE MEETING

Held In the Warwick Committee Room on

Thursday, 27 August 2015 at 8:30am

1. PRESENT

Graham Kirkland (Chairman)
Cr Ross Bartley
Cr Jo McNally
Andrew O'Dea
David McIvor
Les Fraser
Michael Bell (Manager Community Facilities)
Alan Wenham (Saleyards Superintendent)
Sue Organ (Minute Taker)

2. APOLOGIES

Nil

3. CONFIRMATION OF MINUTES – 11 June 2015

THAT the Minutes of the Saleyards Advisory Committee Meeting held on 11 June 2015 be confirmed.

Moved: David McIvor **Seconded:** Cr Ross Bartley

4. CORRESPONDENCE

Inward Correspondence

Australian Livestock Markets Association Newsletter Update

The Australian Livestock Markets Association (ALMA) Annual National Saleyards Expo will be held from 22 to 24 September 2015. The event will be held in Manly, New South Wales.

The Committee agreed there was no interest in sending anyone to the Expo this year.

National Saleyards Quality Assurance Notice of AGM and Proxy Appointment

The Committee noted that Mr Ian O'Loan OAM was elected President 2014-2016 with Mr Dave Saunders elected Vice President.

The AGM will be held on Friday 18 September 2015 and the Committee agreed to appoint Mr Ian O'Loan as the proxy for the Saleyards Advisory Committee at this meeting.

Action: Proxy form to be sent to ALMA.

Supply of Diesel and Diesel Storage Facilities to Saleyards

The Committee discussed the proposal from Arcadia Fuels to supply Diesel and Diesel Storage Facilities to the Warwick Saleyards. The Manager of Community Facilities and the Saleyards Superintendent provided the Committee with their feedback and it was decided there are no benefits to storing fuel onsite.

The location of the facility was a major issue as room is currently limited on sale days. The Committee agreed it was not logistically possible.

It was also raised that there is a Service Station located nearby, which is run by a locally owned business.

The Committee's recommendation was to not accept the proposal from Arcadia Fuels.

Moved: Cr Ross Bartley Seconded: Les Fraser

New Biosecurity Laws for Queensland Update

The latest Biosecurity update was tabled at the meeting. The Committee were encouraged to subscribe to the online Newsletter to learn more about the new biosecurity laws for Queensland

At the end of August a New bio-security laws for Queensland eNews update will be available.

The new laws will be in place by 1 July 2016.

To join the mailing list and subscribe visit www.biosecurity.qld.gov.au

The update will provide details about the foundation principles and tools available under the *Biosecurity Act 2014* for the prevention of, and responding to, biosecurity threats.

The principles include a general biosecurity obligation, which means that individuals and organisations will have greater responsibility for biosecurity risks under their control.

Outward Correspondence

A letter was sent out to all Agents requesting Permit Renewals for the 2015/16 Financial Year.

Five out of the six approved Agents have made payment of the fees and sent in their Renewal Application Forms.

The one outstanding Agent will be followed up again.

Action: A reminder to the Saleyards Agent that has not yet renewed their permit for 2015-16 is to be sent.

5. CAPITAL WORKS

The Manager of Community Facilities reported that there is \$100,000 in capital works to spend on continuing the upgrades to the Saleyards this year.

6. FINANCIAL PERFORMANCE

The Manager of Community Facilities circulated to the Committee a simple Profit and Loss Statement of Saleyards figures, as per the request from the previous meeting.

The Committee discussed at length the overhead fees the Saleyards currently pay i.e. HR, IT, Records, Payroll and Financial Services

79420 – IT Overheads	\$37,200
79430 – Records Overheads	\$9,600
79440 – Human Resources Overheads	\$16,800
79510 – Payroll Overheads	\$8,400
79520 – Financial Services Overheads	\$21,600
TOTAL 2014-15	\$93,600

Action: The Committee requested further information about how all the fees are structured when applied to the Saleyards? Is it an hourly rate or a percentage based on how many staff work at the Saleyards?

The Committee agreed that as the Saleyards moves towards a Business Model it is hoped that the profit increases and overheads are reduced dramatically.

It was suggested if the Saleyards are run like a private enterprise then wages would be controlled tighter with no RDO's etc and a planned works program would be adhered to.

The Manager of Community Facilities advised the Committee that the Department is currently looking at the operations and reducing overtime costs. Questions are being raised about how services can be delivered more economically? The Saleyards Superintendent is currently reviewing the structure of working hours at the Saleyards and how they can better fit around sale days.

The Saleyards Superintendent confirmed that when he is away there is a continual work program in place for staff to follow.

Discussion also took place around the Council Rates figure of \$25,147.10.

Action: The Manager of Community Facilities to investigate if Rates are paid on the Saleyards lot? Is it just water rates or does it include a general rating figure?

Response:

The Committee requested a breakdown of costs for the Rates paid by the Saleyards. There are no general rates paid on the Saleyards, however the below table provides a breakdown of the water and sewerage fees paid:

79010 – Rates Council Properties	
Water Consumption	\$17,531.31
Fire Levy	\$2,180.60
Water Access	\$3,633.96
Sewerage Access	\$1,801.23
TOTAL 2014-15	\$25,147.10

Action: Manager of Community Facilities to obtain the 2013/14 financial year profit and loss to compare with 2014/15.

The Committee then requested that investigations be undertaken to see how the Roma Saleyards is run.

Response:

The Roma Saleyards are located two kilometres from Roma town centre, in the western Darling Downs region of Queensland. The Saleyards are ideally positioned to take advantage of the rich local pastoral district, with beef being one of the area's primary industries.

Established in 1969 the Roma Saleyards is a local government facility owned by the Roma Regional Council. The Roma Saleyards Advisory Board consists of 16 members and meets on the 2nd Thursday of each month.

The board is responsible for the direction, governance and performance of the yards.

The board's objectives are to:

- Assure responsible management and control of Roma Saleyards; and ensure the maintenance, safety, quality assurance and upgrading of the Roma Saleyards.

The board's responsibilities include:

- Formulating strategy at a high level in participation with the Director of Works;
- Ensure that procedures are in place for best practice governance; and approving policies and board directives.

The day to day operational activities of the Saleyards are the responsibility of the Operations Manager.

The Committee's recommendation was to investigate how the Roma Saleyards handle on-costs and if their employees are governed by the Local Government Act and Awards?

Moved: Les Fraser

Seconded: Cr Ross Bartley

Further discussion then took place around the alternative options to run the Saleyards. One alternative would be to look at leasing the Saleyards, similar to the contract in place for WIRAC.

However it was viewed by the Committee, that the Warwick Saleyards are a major economic driver in the Region and if leased to a private company who could not make at least 9% profit, they may be in danger of closing down permanently.

The Committee then discussed the importance of marketing the Saleyards which included the following:

- Consider a separate website for the Saleyards that includes Market Reports and a list of Agents.
- Marketing to our neighbours in Northern New South Wales (particularly Casino), Toowoomba, Goondiwindi and other bordering towns

Response:

Committee to click on the below link to review the current information on Council's website and provide feedback at the next meeting:

<http://www.sdrc.qld.gov.au/Min-here/facilities-warwick-saleyards>

7. GENERAL BUSINESS

A. Grants

The Manager of Community Facilities explained that Council has applied for a dollar for dollar grant through the National Stronger Community Grants Program. The grant is to upgrade stage 1 of Roof Area 2 at the Saleyards.

The outcome of this project is to commence the upgrade of the Warwick Saleyards as identified in Option 3 of the Warwick Saleyards Master Plan of March 2014.

The Chair requested that the Committee be informed via email of any future grant applications for the Saleyards.

The Manager of Community Facilities explained that the turn-around times for grant applications are very tight and the contracts have to be ready to go in anticipation of the grant funding being received. However it was noted to keep the Committee informed of any future applications.

B. Business Focus

The Manager of Community Facilities reiterated to the Committee the need to continue with a business focus for the Saleyards. If a Committee member cannot attend the meeting then a proxy must be sent in their place. Either the Committee Member or the Proxy must be comfortable to raise all issues no matter how delicate.

Or McNally suggested that once the new Business Improvement Officer is employed by Council the Saleyards should be considered a priority. Their role would be to investigate areas of improvement in relation to market share and improve overall efficiencies.

The Committee agreed to this along with trying to increase market share immediately.

It was decided that a meeting be arranged with local Agents and potential sellers from bordering towns, to discuss the possibility of selling their stock in Warwick. Discuss with these groups incentives and opportunities that may allow them to make the move to the Saleyards.

Action: Manager of Community Facilities to invite local Agents to a meeting with the Saleyards Superintendent to discuss the possibility of selling on a separate day in Warwick (possibly a Thursday). Discuss incentives and opportunities to attract neighbouring towns from Stanthorpe, Goondiwindi, Toowoomba, Casino etc to sell in Warwick. This meeting is to occur before next Advisory Committee Meeting.

C. Smoking in Saleyards

The Committee raised the question if smoking on the walkways is permitted?

Action: Review Queensland Health website to see smoking laws. Does there need to be a designated smoking area?

Response

The below information is directly from the Queensland Health Website:

<http://www.qld.gov.au/health/staying-healthy/lifestyle/smoking/laws/index.html>

Tobacco laws in Queensland

Laws in Queensland include smoking bans for indoor and outdoor public places, as well as tough restrictions on the retail advertising, display and promotion of tobacco products.

These laws create a culture that:

- reduces exposure to environmental tobacco smoke
- supports smokers trying to quit
- discourages young people from taking up the habit.

Research also indicates that children are much less likely to take up smoking if their schools, homes and recreation areas are smoke-free. Efforts to help adults to quit smoking and reducing exposure to smoking in public places sends a positive message to children about not smoking.

Current laws

A summary of the current smoking laws:

- no-smoking anywhere inside pubs, clubs, restaurants and workplaces
- no-smoking in commercial outdoor eating or drinking areas
- no-smoking in outdoor public places such as patrolled beaches, children's playground equipment and major sports stadiums
- no-smoking within 4 metres of non-residential building entrances
- no-smoking in cars where children under the age of 16 years are present
- no sales of tobacco products to children under 18 years of age
- bans on the display of tobacco products at retail outlets
- mandatory training of employees who sell tobacco
- mandatory no-smoking and quit smoking signs
- no tobacco advertising or competitions
- tobacco vending machines must be located in bar or poker machine areas only
- allows local governments to ban smoking at pedestrian malls and public transport waiting points such as bus stops, taxi ranks and ferry wharves.

From 1 January 2016

- electronic cigarettes cannot be used in existing non-smoking indoor and outdoor areas, sold to children under 18 years of age, or advertised, promoted or displayed at retail outlets
- no smoking at public and private hospitals and health facilities, and for 5 metres beyond their boundaries
- no smoking at state and non-state schools, and for 5 metres beyond their boundaries.

D. Next Agenda

The Committee agreed to add the Master Plan to the next Agenda to identify the priorities in Option 3.

E. Mud in Saleyards

The Chair raised an issue about one particular yard that is constantly wet.

The Committee agreed to keep an eye on this but it was identified as one of the yards that currently have poor drainage.

8. NEXT MEETING


Next meeting Thursday, 19 November 2015 at 8.30am

9. CLOSURE

The meeting closed at 10.34am

10.11 BCS - Parks Rationalisation Committee (PRC) Meeting Minutes - 22 July, 2 September and 15 September 2015

Document Information

 Southern Downs REGIONAL COUNCIL	Report To: General Council Meeting	
	Reporting Officer:	Meeting Date: 23 September 2015
	Manager Community Facilities	File Ref: 21.04

Recommendation

THAT Council :

1. Receive and note the Minutes of the Parks Rationalisation Committee Meetings held on 22 July, 2 September and 15 September 2015.
2. Adopt the recommendations contained in the Parks Rationalisation Committee Meeting Minutes from the meetings held on 22 July, 2 September and 15 September 2015 as tabled by the Committee.

Report

The Parks Rationalisation Committee (PRC) is made up of Councillors Bartley, McNally, Rees and Pennisi.

The Parks Rationalisation Committee met on 22 July, 2 September and 15 September 2015. Attached to this report are the minutes of those meetings.

Budget Implications

Nil.

Policy Consideration

Community Plan 2030

2. The Healthy and Active Southern Downs
 - 2.22 Maintain an appropriate level of provision for sport, active and passive recreation opportunities for all ages.
 - 2.25 Ensure accessibility and affordability of recreation for all by maintaining community owned facilities for future generations
8. The Well Governed Southern Downs
 - 8.5 Increase the effectiveness of communication with the community by providing feedback on consultation processes and the rationale for decisions.
 - 8.6 Create seamless processes between Southern Downs Regional Council and the community.
 - 8.10 Considering industry standards and input from the community, develop appropriate levels of service ensuring the Southern Downs “lives within its means”.

Community Engagement

As outlined in the Parks Rationalisation Strategy adopted by Council.

Legislation/Local Law

Local Government Act 2009

Options

1. Approve the recommendations made in the minutes of the meetings held on 22 July, 2 September and 15 September 2015.
2. Modify the recommendations made in the minutes of the meetings held on 22 July, 2 September and 15 September 2015.
3. Do not approve or modify the recommendations made in the minutes of the meetings held on 22 July, 2 September and 15 September 2015 and leave the status quo in place.

Attachments

1. Minutes of the Parks Rationalisation Committee (PRC) Meeting held on 22 July 2015.[View](#)
2. Minutes of the Parks Rationalisation Committee (PRC) Meeting held on 2 September 2015.[View](#)
3. Minutes of the Parks Rationalisation Committee (PRC) Meeting held on 15 September 2015.[View](#)

MINUTES OF THE PARKS RATIONALISATION COMMITTEE (PRC) MEETING

Held In the Warwick Council Chambers on

Tuesday, 21 July 2015 at 8am

1. Present

Committee

Cr Vic Pennisi (Chair)

Cr Ross Barley

Cr Glynn Rees

Cr Jo McNally

Council Staff

Shella Stebbings (Manager Community Services)

Michael Bell (Manager Community Facilities)

2. Apologies

NI

3. Meeting & Recommendations

The PRC discussed a number of parks that had received community feedback in response to the engagement signage displayed. The community feedback and the committee recommendation are tabled below.

Park Number: 2	Park Name: Allora Reserve	
Community Submission:	1	Objection to rationalisation due to diverse community use and desire to keep Forde Street looking attractive for travellers. Considered that land would be of limited use as it is flood prone. Request to keep the park as a valuable recreational area, as it currently is.
PRC Recommendation:	Cr Rees to provide information of interested neighbours and key stakeholders. Delay notice and refer back to PRC until after the above consultation has occurred	

Park Number: 53	Park Name: Fairwill Drive Park	
Community Submission:	1	NI.
PRC Recommendation:	Invite EOI to purchase or lease.	

Park Number: 60	Park Name: Glencalm Park	
Community Submission:	1	NI.
PRC Recommendation:	Relocate calm to alternate location, such as Tulloch Park. Offer an area of land through an EOI.	

Park Number: 70	Park Name: Industrial Estate Buffer Strip	
Community Submission:	1	Property backs onto buffer strip and immediate area behind property is maintained by property owner. Suggestion for land owners on Moncrieffe Street to purchase blocks behind their properties or to lease behind their properties and be maintained by Moncrieffe Street property owners.
PRC Recommendation:	Check with Director Planning and Environment about the impact that the Big W development conditions may have imposed for this area.	

Park Number: 98	Park Name: Meadowbank Estate Park
Community Submission:	1 NI.
PRC Recommendation:	Change tenure and fence off area around playground. Monitor usage and lease balance for grazing.

Park Number: 105	Park Name: Mountain View Estate Park
Community Submission:	1 Objection to rationalisation of this park due to community use. Nearest alternative parks are 1.5km away and requires crossing busy Highway. Contour across parkland to divert water to storm drains.
	2 Objection to rationalisation of this park due to community use.
	3 Objection to rationalisation due to community use, proximity and size of park. Suggested installation of more playground equipment, picnic seating, sealed paths, shade area and safety fence.
	4 Objection to rationalisation due to community use, easement for water pipe from Connolly Dam, developer required to donate land as part of development approval. Suggestion to review area from Cullen St to Bracker Rd as this area is not well used. Alternatively sell portion of park from the last house on Bleley St to Bracker Rd, leaving the area for children to play on equipment. More blocks could be sold at top end of Bleley St down to the area of storm water drain on the corner of Emma Dr and Bleley St.
	5 Objection to rationalisation due to community use, good area for sports for older children. Weeds growing around play equipment has been cleaned up and looks a lot better now. Park provided by developers of the estate and paid levies to Council for the upkeep of the park. Once green spaces are lost they are never returned. Parks make towns and cities enjoyable places to live and visit, Request for area to stay as is.
PRC Recommendation:	Delay action until adjoining buffer land is addressed.

4. Next Meeting

Wednesday, 2 September 2015 – 9am to 10am – Warwick Committee Meeting Room.

MINUTES OF THE PARKS RATIONALISATION COMMITTEE MEETING

Held In the Warwick Council Chambers on

Wednesday 2 September 2015 at 10am.

1. Present

Committee

Cr Vic Pennisi (Chair)

Cr Ross Barley

Cr Glynis Rees

Cr Jo McNally

Council Staff

Shella Stebbings (Manager Community Services)

2. APOLOGIES

Michael Bell (Manager Community Facilities)

3. MEETING AND RECOMMENDATIONS

The PRC discussed a number of parks that had received community feedback in response to the engagement signage displayed. The community feedback and the committee recommendation are tabled below.

Park Number: 91	Park Name: Lysaght Park	
Community Submission:	1	Committee considered further community feedback about where this calm should be located.
	2	Committee felt that the significant event that resulted in the calm would be better served at the Gladfield driver reviver.
PRC Recommendation:	<ul style="list-style-type: none"> • No change to previous recommendation. • Advertise the reserve area of the land for lease through an EOI prior to moving the calm. • Identify costs to move the calm and how this could be funded. • Obtain confirmation from Department of Main Roads that calm can be moved. 	

Park Number: 120	Park Name: Pratten Park	
Community Submission:	1	Concern raised by community about resolution of Council, as it was unclear if a lease fee was to be applied.
	2	Community also questioned whether previous strategy placed before Council could be used.
PRC Recommendation:	<ul style="list-style-type: none"> • MCS to arrange meeting with community group spokesperson. • Identify if any shortfalls exist in previous strategy submission. 	

Park Number: 44	Park Name: Ditton Street Road Reserve	
Community Submission:	1	Questions raised around RV Interest in Wallangarra Parks.
PRC Recommendation:	<ul style="list-style-type: none"> • Await community response to resolution from the August Council General meeting. • Committee to meet with Progress Association (PA) to assess 	

	progress of submission. MCS to contact PA	
Park Number: 158	Park Name: Victory Park (Allora)	
Community Submission:	1	The feedback being received by the committee appears to be changing, with increasing opposition to the rationalisation of the park being felt.
PRC Recommendation:	MCS to work with Allora RSL President to discuss engagement process for those families associated with the wall plaques.	
Park Number: 133	Park Name: Sentimental Rocks	
Community Submission:	1	Nil.
PRC Recommendation:	Committee and Director Engineering Services to meet with Wildflower Group prior to engagement signage being put up.	
Park Number: 45	Park Name: Donnelly's Castle	
Community Submission:	1	Nil.
PRC Recommendation:	Committee to meet with key stakeholders prior to engagement signage being put up.	
Park Number: 13	Park Name: Banksia Gardens	
Community Submission:	1	Nil.
PRC Recommendation:	Committee to meet on site prior to moving to engagement.	
Park Number: 71	Park Name: Industrial Estate	
Community Submission:	1	Nil.
PRC Recommendation:	Committee to meet with neighbouring property owner/operators prior to engagement signage being put up.	
Park Number: 116	Park Name: Peregrine Court	
Community Submission:	1	Nil.
PRC Recommendation:	Committee to meet with neighbours prior to engagement signage being put up.	

4. NEXT MEETING

Tuesday, 15 September 2015 - 9am to 10am – Warwick VC Room

MINUTES OF THE PARKS RATIONALISATION COMMITTEE (PRC) MEETING

Held In the Warwick VC Room on Tuesday, 15 September 2015 at 9:00am

1. Present

Councillor Committee

Cr Glynn Rees

Cr Jo McNelly

Council Officers

Shelia Stebbings (Manager Community Services);

Michael Bell (Manager Community Facilities);

Sue Harrold (Minute Secretary).

2. Apologies

Cr Vic Pennisi (Chair) and Cr Ross Bartley.

3. Adopt Previous Minutes of the PRC Meetings

The minutes of the Parks Rationalisation Committee (PRC) Meetings held on 22 July and 2 September 2015 were adopted.

4. Parks Allocated a Consultation Rating 6

5. Freehold Parks

6. Other Parks

The PRC agreed that community engagement for the first twelve parks has commenced and further engagement is required before they are completed. It was noted that the Committee needed to capture progress made to date and how to move forward.

The PRC believe recent discussion surrounding the parks rationalisation has been reactive with the view that items 4, 5 and 6 noted above may best be served once the first twelve parks are finalised.

The Manager Community Services is unable to give the appropriate time required at this time to expand the consultation process to additional parks outside the initial twelve. However, the Manager posed the question to the PRC as to where the Manager should put time to the best effect. The parks rationalisation engagement process falls to Community Services and needs to be used most effectively.

Discussion surrounded the fact that the consultation process for the initial twelve parks has not been completed and in some communities, particularly those that have made submissions to Council, have not received the proposed outcome for their parks.

The PRC agreed that the initial twelve parks need to be sorted out first before moving forward with any new consultations so the community can be advised of outcomes.

It was noted with concern that discussions are taking place around the region that Council is unaware of and therefore unable to appropriately field enquiries, for example, dialogue about additional infrastructure within the region that Council does not know about.

The communities that have expressed submissions to Council need to be addressed first, finalised and then look at moving forward.

Recommendation:

Before proceeding with any new consultations for the parks rationalisation project that the initial twelve parks be finalised first.

Discussion ensued concerning the rationalisation process to date. With respect to the submission received from the Pratten community. It was noted the process was taking a long time and Council was receiving a battering in the meantime. This matter needs to be finalised for the community as soon as possible.

The PRC indicated that in Allora it was clear the community have strong feelings about keeping the parks and yet for Council to continue pushing through the process seems a moot point when the people will not change their minds. The process of holding discussions one on one with Allora community members about the parks rationalisation is a long process and in light of the community's stance, would appear to be a waste of Council Officer's time and resources.

Recommendation:

Based on the feedback received from the Allora community, Victory Park should no longer be rationalised and it should be returned to Classification 1 Strategic (No Further Action).

Council needs to progress the Open Spaces Strategy. There are some areas that could be simplified straight away that might reduce the extent of the community engagement required.

The Manager Community Services advised the PRC that it is the intention to prioritise focus on the first twelve parks.

7. Next Meeting

Recommendation


It is proposed to delay future meetings until completion of the consultation processes for the first twelve parks and keep the Parks Rationalisation Committee up to date with progress via email using spreadsheets.

8. Closure

The meeting concluded at 9:45am.

10.12BCS - Stanthorpe Cemetery - Outdoor Burial Wall - Stage 2 Remaining Walls

Document Information

 Southern Downs REGIONAL COUNCIL	Report To: General Council Meeting	
	Reporting Officer:	Meeting Date: 23 September 2015
	Manager Community Facilities	File Ref: 24.11

Recommendation

THAT Council :

1. Construct block B of stage 2, consisting of 24 vaults, of the Stanthorpe Outdoor Burial Wall, after 100% of the vaults from block B have been sold.
2. Construct the remaining blocks C, D and E (the remaining walls) of stage 2 after each block has been sold.
3. Set the purchase fee per vault in the burial wall at \$9,400 to reflect the capital cost to construct the wall and the estimated maintenance costs for the next fifty (50) years.

Report

The construction of stage 1 of the Outdoor Burial Wall in the Stanthorpe Cemetery was completed in June 2013. On 1 July 2013, burial vaults in the Outdoor Burial Wall were made available for purchase.

On 31 July 2013, Council resolved in part as follows:

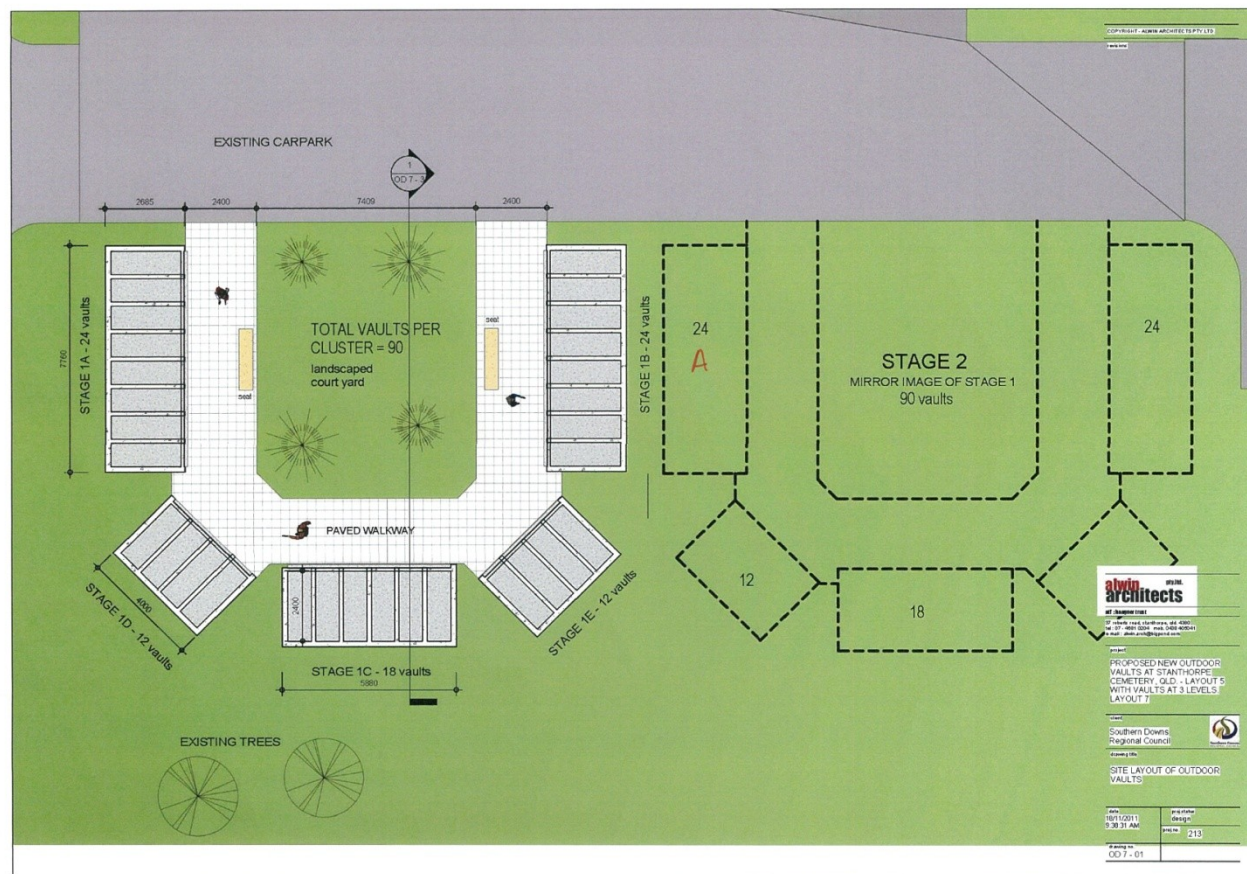
5. *Due to the initial interest expressed in purchasing vaults in this wall, Council approve developing a mirror image of the current design, however, not build until 50% of the vaults are purchased. (The proposal is similar to that of a subdivision, whereby the community could purchase a vault off the plan and when sufficient funds are obtained, building could commence. This would be based on the cost recovery rate of the vault full price as stated on the Schedule of Fees as adopted by Council. This would not occur until the current stock of vaults are all sold.*

Within a short period of time, all 90 vaults were reserved. This presented a problem for families who wished to secure interment of a loved one in the Outdoor Burial Wall but had not pre-purchased a vault.

Interested community members were previously reluctant to pay upfront for a facility that had not yet been built. Therefore, clarification was sought at the June 2014 General Council Meeting to determine whether the resolution to await the sale of 50% of the vaults relates to 50% of 90 vaults (i.e. sale of 45 vaults prior to construction); or 50% of 24 vaults, as depicted in stage 2, block A below (i.e. sale of 12 vaults prior to construction).

A price estimate was included in the June 2014 paper to Council for the construction of a mirror image to Section A (24 vaults) with the price coming in at around \$100,000. (See proposed mirror image illustration).

In addition, it was also requested that a comparative quote for a basic stand-alone design that is constructed of brick with a concrete roof, be obtained. The building would house 48 vaults, back to back, meaning 24 vaults per side.



Whilst there did not appear to be any significant variation in the unit price per vault in the construction of the wall (approximately \$4,200 per vault to build), the maintenance cost applied to each vault would vary depending on the number built, i.e. the more vaults constructed the less each vault would need to contribute to the ongoing maintenance as this cost would be spread over a greater number. Previously, the fee in Council's Fees and Charges (\$8,240 per vault) reflected the approximate cost to construct the facility plus the estimated cost to maintain the facility over a fifty (50) year period.

On 11 November 2014, an EOI on the two proposed designs for the construction of stage 2 of the Stanthorpe Outdoor Burial Wall was issued through Local Buy and to a number of local suppliers (14 suppliers in total were invited). In response, only two suppliers responded, with only one

supplier providing a price against each design. Based on the one quote provided the following is the submitted quote:

- 24 Vault Design (Replication of current design) \$125k
- 48 Vault Stand Alone Design \$215k

To recover construction costs alone, Council needed to charge approximately \$5,200 per vault for the 24 Vault Design or approximately \$4,500 per vault for the Stand Alone version.

To assist understanding the costs to build and sell a vault, a benchmark was completed in 2014 of other similar burial walls and/or above ground vaults from cemeteries located in Brisbane, Mareeba and Melbourne. A breakdown is provided below:

Brisbane City Council Cemeteries	Standard Position Vault	From \$16,496
Nudgee Cemetery	Vault 8 Bed Chapel	\$ 5,456 \$39,005
Mareeba Shire Council	Mausoleum Wall	\$ 8,100
Melbourne Cemeteries		From \$15,700

A further review of those locations above was again completed in August 2015, with the following findings:

Brisbane City Council Cemeteries	Standard Position Vault	From \$16,910
Nudgee Cemetery	Vault 8 Bed Chapel	\$ 5,797 \$42,460
Mareeba Shire Council	Mausoleum Wall	\$ 8,100
Melbourne Cemeteries		From \$21,265

It is clear from the benchmark that the retail price on the sale of vaults varies quite significantly across locations and it would seem that this is driven by location, standard of finish and construction materials.

An option available for consideration is to underwrite the construction of this facility prior to the revenue being in place. Council would need to carefully consider this option as the initial outlay to build 24, 48 or 90 vaults would be anywhere in the vicinity of \$100k to \$300k, excluding maintenance costs. Currently there is no allocated capital budget to undertake construction works and Council would need to examine which capital project should be placed on hold to undertake this work, should the decision be to build the wall this financial year.

Budget Implications

Council has not allocated any capital budget to complete this project.

Policy Consideration

Community Plan 2030

1. The Southern Downs Sense of Community
 - 1.14 Ensure community facilities, infrastructure, information and engagement activities are accessible, equitable, inclusive and safe for all.

Corporate Plan 2014-2019

1. The Southern Downs Sense of Community
 - 1.11 Review all cemetery services including determining the viability of above ground vault construction.

Operational Plan 2014/2015

- 1.14.3 Review all cemetery services including determining the viability of above ground vault construction
 - 1.14.3.1 Manage and maintain cemeteries across the region.
 - 1.14.3.2 Assess the viability of above ground vault construction.

Community Engagement

Significant community engagement was conducted prior to the finalisation of the Stanthorpe Cemetery Outdoor Burial Wall stage 1.

Legislation/Local Law

Land Act 1994

Land Regulation 2009

Subordinate Local Law 1.9 (Operation of Cemeteries)

Subordinate Local Law 1.13 (Undertaking Regulated Activities regarding Human Remains)

Options

The following options are based on a fee set at the cost to construct plus 50 years maintenance.

1. Await the sale of 66 vaults prior to construction of the remaining walls of stage 2.
2. Approve the construction of the remaining walls of stage 2 prior to the sale of 66 vaults.
3. Await the sale of 33 vaults prior to construction of the remaining walls in stage 2.

The following options are based on the fee being set at the cost to construct the burial wall only, as reflected currently in Council's adopted fees and charges.


4. Await the sale of 66 vaults prior to construction of the remaining walls of stage 2.
5. Approve the construction of the remaining walls of stage 2 prior to the sale of 66 vaults.
6. Await the sale of 33 vaults prior to construction of the remaining walls in stage 2.

Attachments

Nil

10.13 Council's Role with Civic Events - 2016 Australia Day

Document Information

 Southern Downs REGIONAL COUNCIL	Report To: General Council Meeting	
	Reporting Officer:	Meeting Date: 23 September 2015
	Manager Community Services	File Ref: N/A

Recommendation

THAT Council resolve:-

1. To follow the same format as last year in partnership with Glengallan Homestead but potentially provide transport to the venue (if numbers are warranted) for Warwick (Northern);
2. To continue to deliver a similar event as usual in partnership between Community Committees and Council (subject to local commitment from Community Committees) for Stanthorpe (Southern).

Report

The purpose of this report is to determine the format and activities to be undertaken at 2016 Australia Day events in Warwick and Stanthorpe.

The 2015 Australia Day celebrations for the Northern region were held at Glengallan Homestead with Council Officers organising the event. The event was MC'd by a Councillor and was conducted at half the cost of previous years. Attendance was estimated at approximately 2000 with positive feedback received about the choice of venue and the partnership with Glengallan Homestead. However some complaints were received regarding accessing the venue without private transport. Glengallan Homestead representatives have expressed an interest in continuing to host the Northern region's Australia Day event again in 2016. However, if this does not occur Glengallan have advised that they will be holding its own Australia Day activities regardless.

There is now an opportunity to consider what Council could deliver within the current budget that would provide an inclusive, enjoyable Australia Day event for residents of Warwick and the surrounding area.

The Stanthorpe Australia Day Event has historically been organised by a Community Committee working with Council's Community Services staff. However this year the long term MC is no longer going to take on that role, and Council staff are awaiting confirmation as to the contribution from the Community Committee, including a replacement MC.

Budget Implications

Given the reduction from last year's budget, it is anticipated that the proposed event for the Northern region can be replicated, including the potential provision of a small bus service to Glengallan Homestead, and remain within the budget allocated for 2016.

Policy Consideration

Community Plan - Destination Southern Downs

5.10 Support existing events and festivals and attract new events to cater for a wider range of interests.

Corporate Plan - Growth and Opportunity

5.12 Encourage investment in tourism infrastructure, major events and associated services.

Community Engagement

Nil

Legislation/Local Law

Local Government (Finance, Plans and Reporting) Regulation 2010.

Options

Warwick (Northern)

1. Australia Day follow the same format as last year at Glengallan Homestead, with the potential provision of transport to the venue for some members of the public;
2. Australia Day be held in one of the local Parks with community organisations to host a "Breakfast in the Park" followed by the Australia Day Awards and Citizenship Ceremony;
3. Hold an official Awards and Citizenship Ceremony only in the Warwick Town Hall.

Stanthorpe (Southern)

1. Continue to deliver similar event as usual in partnership with the Community Committee (subject to local commitment from the Community Committee);
2. Hold an official Awards and Citizenship Ceremony only in the Stanthorpe Civic Centre.


Attachments

Nil

11. ENGINEERING SERVICES DEPARTMENT REPORTS

11.1 Engineering Services Department Monthly Report

Document Information

 Southern Downs REGIONAL COUNCIL	Report To: General Council Meeting	
	Reporting Officer:	Meeting Date: 23 September 2015
	Director Engineering Services	File Ref: 04.15.01

Recommendation

THAT Council receive the Engineering Services Department Monthly Report.

Report

The Engineering Services Department Report as at the end of 31 August 2015 is as follows.

COMMUNITY FUNDING

Community Funding as at 31 August 2015

Number	Task Description	Project
100683 - In-Kind Assistance Program		
0000533	Warwick & District Historical Society	366.40
0000538	Killarney Bonfire Night Committee	842.23
D9522-15	Leyburn Sprints Committee Inc	1,699.92
Grand Total		2,908.55

WORKS

Capital Works Undertaken During August 2015

Project:	Gravel Resheeting 15/16 - stage 1 (CP800006)
Budget:	\$ 1,200,000 (total budget for stages 1,2 & 3); Council fund \$550,000 & RTR fund & \$650,000
Description:	Gravel resheeting
Start Date:	6-Jul-15
Est End Date:	30-Jun-16
% Complete:	Stage 1 - 90%
Expenditure to date:	\$555,246
Estimated Final Expend:	\$1,200,000
Project Officer:	Pat Lyons, Heath Tomkins & Nathan Kamalan
Comments:	Commencement of TIDs Eukey Road & Old Stanthorpe Road in mid September 15 will reduce gravel resheeting works.

Project:	RTR Nundubbermere Rd (CP800004)
Budget:	\$100,000
Description:	Road widening works
Start Date:	29-May-15
Est End Date:	17-Jul-15
% Complete:	100%
Expenditure to date:	\$58,714
Estimated Final Expend:	
Project Officer:	Heath Tomkins
Comments:	Total estimate \$300,000 and continuance to 15/16 is \$100,000. Total expenditure up to date is \$280,338. Final seal not completed.

Project:	Blackspot Nundubbermere Rd (CP800024)
Budget:	\$183,000
Description:	Safety improvements for CH 5.50 - 5.80km
Start Date:	3-Aug-15
Est End Date:	18-Sep-15
% Complete:	95%
Expenditure to date:	\$159,332
Estimated Final Expend:	\$189,000
Project Officer:	Pat Lyons
Comments:	Floodway widening within these chainages not carried out due to inadequate funding.

Project:	Anemone Street Western End Reconstruction (CP800003)
Budget:	\$650,000
Description:	Anemone St western end reconstruction from Hibiscus st to the Western end
Start Date:	27-Jul-15
Est End Date:	30-Oct-15
% Complete:	15%
Expenditure to date:	\$220,070
Estimated Final Expend:	\$650,000 (See budget amendment report)
Project Officer:	Pat Lyons
Comments:	Stormwater work in progress

Capital Works Forecast to Commence in September 2015

Project:	Gravel Resheeting 15/16 - Stage 2
Budget:	\$1,200,000 (total budget for stages 1, 2 & 3); Council funds \$550,000 & RTR fund \$650,000
Description:	Gravel resheeting
Est Start Date:	6-Jul-15
Est End Date:	30-Jun-16
Project Officer:	Pat Lyons, Heath Tomkins & Nathan Kamalan
Comments:	

Project:	Blackspot Willi / Aldred Street (CP800032)
Budget:	\$97,500
Description:	Safety Improvement to Willi Street / Aldred Street intersection
Est Start Date:	9-Jun-15
Est End Date:	30-Oct-15
Project Officer:	Pat Lyons
Comments:	Delay in completing street lighting works due to Ergon Energy approval

Project:	Old Stanthorpe road Widening (CH29.43- 30.3km)
Budget:	\$200,000
Description:	Road Widening works to improve road safety at crests & bends
Est Start Date:	21-Sep-15
Est End Date:	30-Oct-15
Project Officer:	Nathan Kamalan
Comments:	RTR funding. Road widening works to improve road safety at bends and crests

Traffic Counts

No information this month

INFRASTRUCTURE SERVICES

Design

Works Section

Anemone Street Stage 2, Killarney

Work has commenced on construction of stormwater infrastructure including the open channel and pipes & pits. Have been required to set out position of concrete bases for large culvert in sag point for the crews.

Willi Street and Aldred Street Intersection Improvements, Warwick

Streetlights have been installed by contractor. Ergon must now upgrade an existing luminaire and install a new light on an existing pole and connect all to the existing network. Their program for this work is not known. Council applied for and received approval for blackspot funding at the above intersection based on its accident history.

Inverramsay Road widening, Goomburra

Detailed survey has been carried out on site to investigate possible road alignment improvements around chainage 5.6 km. Design has commenced.

Water and Wastewater Section

Rosehill Road, Warwick Water Main

The section of new pipeline from the Golf Links Reservoir to just North of the Victoria Street intersection with Rosehill Road has been installed. After meeting with Main Roads representatives at the Warwick office preliminary agreement was reached about the method of crossing Victoria Street (a State-Controlled Road). Plans for the crossing have been finalised and submitted to Main Roads for approval. A number of existing services need to be avoided at this intersection as well as reconnected to the new main.

Wallangarra Road - Hale Haven Drive Water Main

Request received to prepare plans for new water main linking existing mains on Wallangarra Road to Hale Haven Drive. This is to ensure supply to South Stanthorpe in the event of failure of the existing pump station. Survey has been carried out and design commenced. Work will involve crossing a rail corridor; the application process for this has commenced.

Wallangarra Water Treatment Plant Augmentation

Approval received from the Planning Department for realignment of boundaries associated with the land acquisition required for the above. Now awaiting delivery of survey plan.

Effluent Reuse Main Extension, Warwick

A Plan & Long section was prepared for proposed route of extension of the existing effluent re-use main from Slade Park to Morgan Park, Warwick. This information will be included in the application for funding for this work.

Asset Management/Geographical Information System

Road Condition Survey Finalisation

- Road Condition Assessment (Contract 14/39) Survey is expected to drive the missing road segments in September and finalize outstanding matters of the contract during the defects Liability period.

Assetic – MyData Asset ID update

- Assetic has reached the point of providing programming scripts for 95 % of the work. Last scripts need to be checked and trialed. It is anticipated to have Mydata Production updated by 8 September with new Asset ID and other changes.

As Constructed Information - ongoing

- The Asset Management Team is still gathering as constructed information from capital works in 2014-15 all categories and processing it. Due to the late processing of Mydata, road revaluation and then entering the capital works, it is anticipated that we will use summary accounts and split up the account into Assets in the coming year.
- FME models for MyData import sheets calculation for reseal and gravel re-sheeting 2014-15 were generated and similarly for stormwater imports into Mydata.

Road Revaluation

- The Valuer has been supplied with the Drainage asset information. The Asset Management Team assisted with establishment of acceptable unit rates for various asset categories. The Asset Management Department is awaiting the finalization of the revaluation of the road category.

GIS

- The GIS coordinator has been tracking down extraneous water & wastewater jobs for which no as constructed information was ever received or survey is needed. The GIS mapping has been enhanced with more accuracy for updating missing assets.
- GIS contacted the Finance Department regarding GIS integration with Tech One. They will be starting for formalise processes within the next few weeks and will involve GIS as required.
- A bulk export of planning zones and rural precincts for Tech One land parcels has been completed using GIS queries.

Asset Management Plans

- The annual review of Water and Wastewater AMPs is under way.

WATER & WASTEWATER

Water & Wastewater Report as at 31 August 2015

Recycled Water Tables

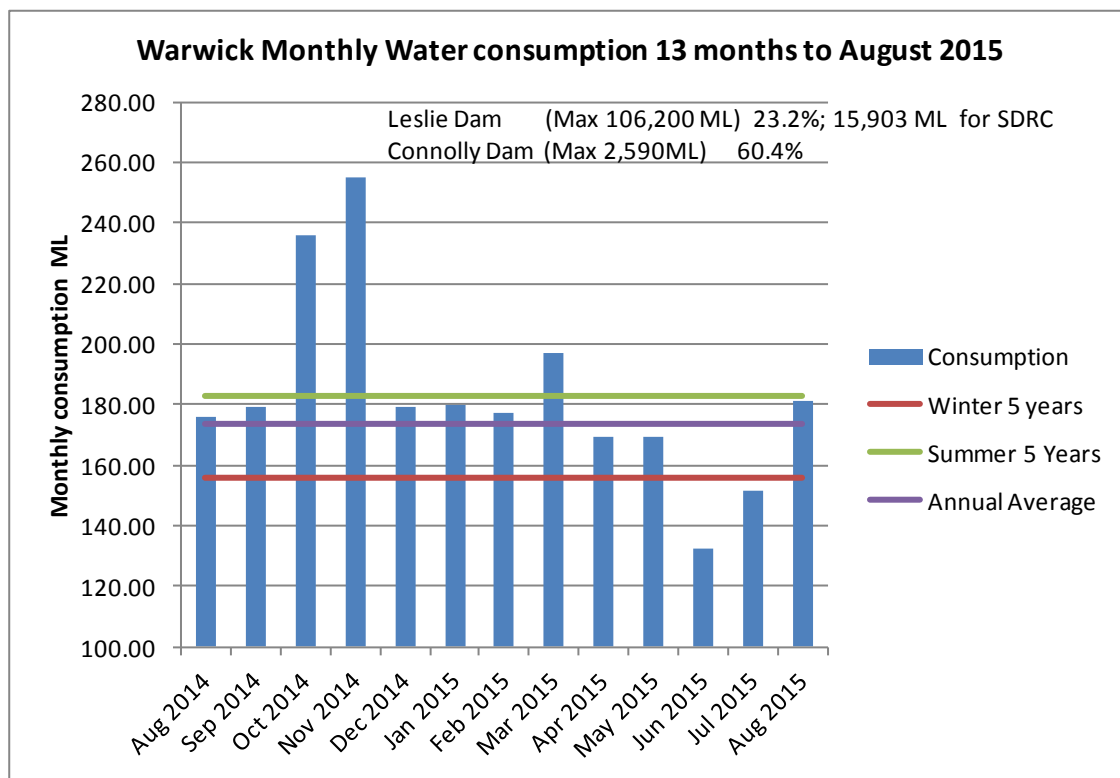
WWTP - Performance against target levels of service –August 2015.																						
Number	Licence compliance Parameters			WARWICK WWTP.						STANTHORPE WTP.						Parameter	WALLANGARRA		DALVEEN		KILLARNEY	
				Class A.		STP outlet.		IRG.4. Class C. Lyndhurst Stud.		Class B.		W1 release point. Quart pot creek.		CED Lagoon 7			IRG.1. CED		IRG.2.CED			
				Licence Target	Actual	Licence Target	Actual	Licence Target	Actual	Licence Target	Actual	Licence Target	Actual	Licence Target	Actual		Licence Target	Actual	Licence Target	Actual		
1	5 Day BOD. mg/L	Max	20	3	30	14			50	<2	20		BOD	20	26							
2	TSS. mg/L	Max	5	2			30	25	100	4	30		TSS									
	TDS. mg/l				1000	510	1500	471	<1500	558	1000											
6	Turbidity NTU	Max	2	1.9									NTU									
7	pH	Min	6	7.1	6	7.1	6.5	9.1	6.5	7.4	6.5		pH	6.5	9.3	6.5	7.5	6.5	8			
		Max	8.5	7.5	8.5	7.3	9.0	9.1	9.0	7.4	9.0			9	9.3	8.5	7.5	8.5	8			
8	Free Chlorine Residual. mg/l	Min	0.5	0.1					0.3	0.2	0.3		Free Cl2									
		Max	5	1.78																		
	E. coli. cfu/100 mL	Max	<10	<10					<100	<10	<100		E.Coli									
3	Faecal Coliform	Max					<1000	400					F. Cols	1000	<100	1000	10	1000	10			
	Elec. Cond. uS/cm	Max					3000	724					E.C.									
9	SAR. mg/l						15	4.1	<10	8.2												
10	Total N. mg/L	Max						6.7	125	40.8	0.75		Tot. N									
11	Total P. mg/L	Max						0.48	20	8.26	0.1		Tot.P									
12	Boron mg/L	Max							<2	0.05			Boron									
13	Chloride. mg/L	Max					250-800	118	<250				Chloride									
14	DO. mg/L	Min									6		DO									
15	Volume ML	ML		13.95		84.07				30.55												
16	Odour Complaint	yes													Odour							
17	Other (Discharge to creek)											Nil to creek	Other									
Legend																						
	Meeting Target																					
	Not Meeting Target																					
	Not Measured																					
##	Lab Error																					
Notes!																						
Wallangarra CED scheme: high BOD and pH is a typical characteristic of this system. The reasons are not known																						
Class A water: low chlorine as a consequence of dosing pump problem.																						

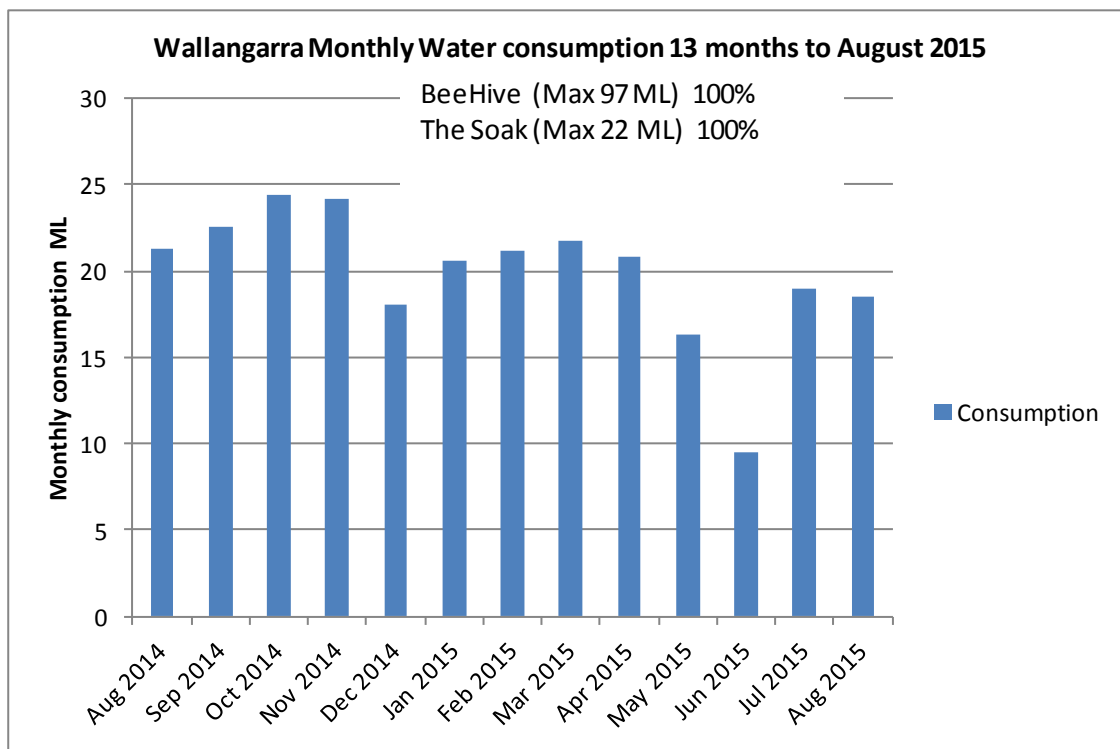
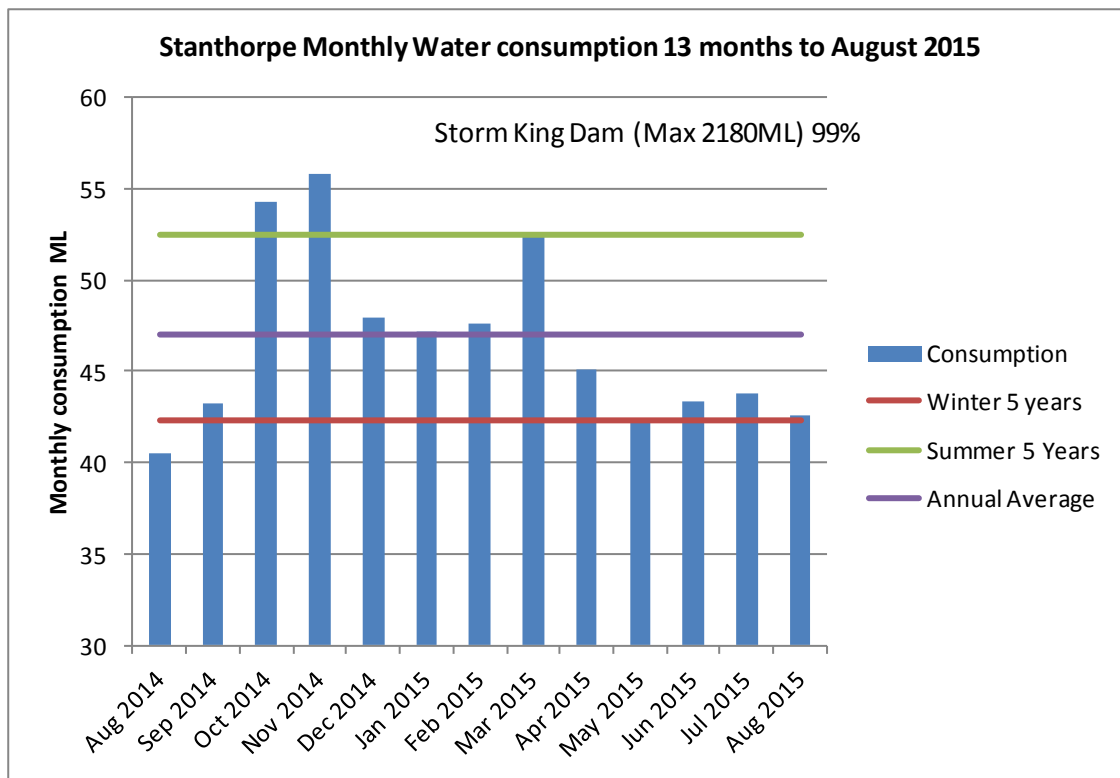
Monthly Volume of Recycled Water Supplied (ML)												
Supply Year 2015-16	Group 1		Group 2				Group 3			Urban	Receiving Environment	Monthly Total
	Eastern Colour	DPI	Baronio	Visentin 1	Visentin 2	Pinata 1 Kelly rd	Pinata 2 Ellwoods	Taylor	Wren			
July	13.9768	2.1194		1.5412		4.7463	0.5704	6.3563	2.0099			31.320
August	13.168	1.158		1.2024			7.014	6.7348	1.8744			31.151
September												
October												
November												
December												
January												
February												
March												
April												
May												
June												
												62.472
Full Allocation (ML)	103	10	42	10	42	19	15	31	16			288
YTD Total (ML)	27	3		3		5	8	13	4			62
YTD Target (ML)	17	2	7	2	7	3	3	5	3			48
YTD Target (%)	158%	197%		165%		150%	303%	253%	146%			130%
Full Allocation (%)	26%	33%		27%		25%	51%	42%	24%			22%

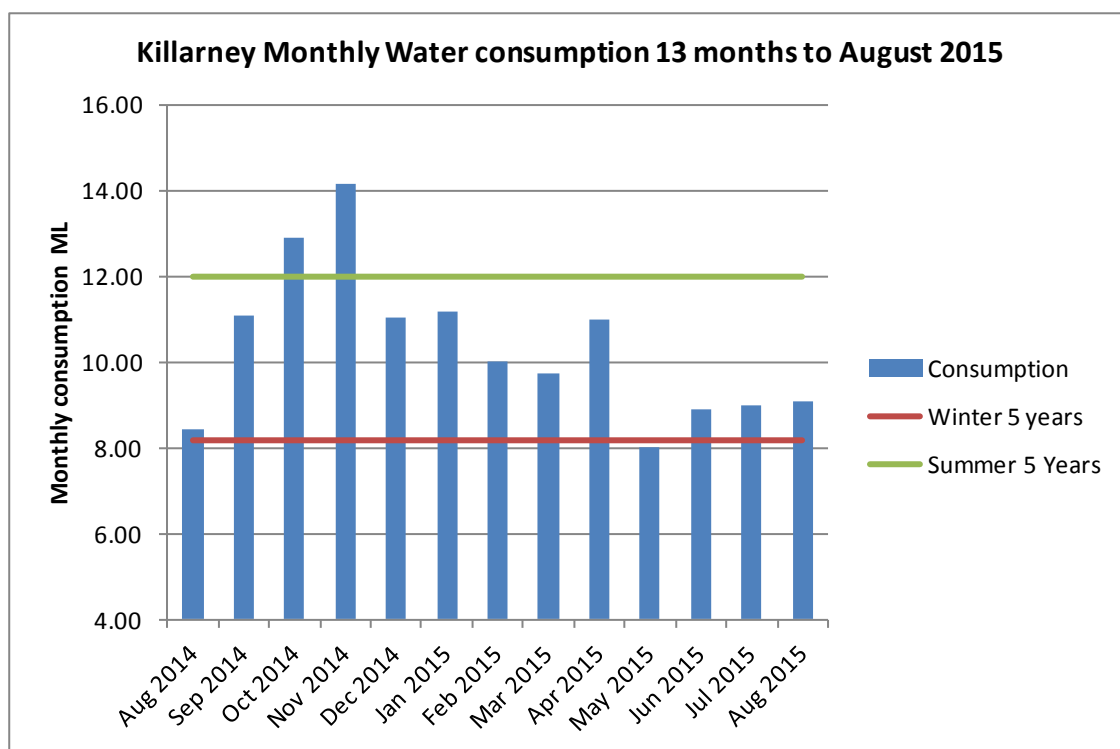
Potable Water Table

Water Supply from Treatment Plants – Month of August 2015								
Number	Licence compliance Parameters		ADWG Standard	Warwick WTP	Stanthorpe WTP	Killarney WTP	Wallangarra WTP	
				Status	Status	Status	Status	
1	Physical	NTU	<1					
		Taste Complaint						
		Odour Complaint						
2	pH	Minimum	6.5					
		Maximum	8.5					
3	Free Chlorine Residual (mg/L)	Maximum	<5.0					
4	<i>E. coli</i> (cfu/100mL)	Nil	0					
5	Other							
Notes!								
Item 3 Warwick WTP- Fault during backwash has been reviewed and rectified								
Legend								
	Meeting Target							
	Not Meeting Target							
	Not Measured							

Monthly Water Consumptions Graphs







Budget Implications

Nil

Policy Consideration

Nil

Community Engagement

Nil

Legislation/Local Law

Nil

Options

Council can:


1. Receive the report; or
2. Not receive the report; or
3. Take no further action

Attachments

Nil

11.2 Proposed Naming of Berat-Forest Springs Road Bridge

Document Information

 Southern Downs REGIONAL COUNCIL	Report To: General Council Meeting	
	Reporting Officer:	Meeting Date: 23 September 2015
	Director Engineering Services	File Ref: 28.63

Recommendation

THAT Council name the recently constructed bridge on Berat-Forest Springs Road in honour of Maureen Shearing.

Report

Council has received two letters suggesting that the new bridge on Berat-Forest Springs Road be named in honour of the late Maureen Shearing who passed away recently. The letters are attached and provide a summary of some of Maureen's many achievements.

Council does not have a specific policy on naming of bridges. Maureen was certainly a key stakeholder in asking for the bridge to be replaced as well as advocating for the replacement of the nearby Kital Road Bridge. It is recommended that the Berat-Forest Springs Road Bridge be named in Maureen Shearing's honour.

Budget Implications

The cost of two signs will be the only expense. It is estimated that this will cost \$300 and can be funded from the signs budget.

Policy Consideration

Nil

Community Engagement

Nil

Legislation/Local Law

Nil

Options

Council can:

1. Name the bridge in honour of Maureen Shearing; or
2. Not name the bridge.

Attachments

1. Correspondence from Susan Ransom [View](#)
2. Correspondence from Joanne Frizzell [View](#)

42 Shearings Road

Berat Via Allora

QLD, 4362

16th July, 2015

SOUTHERN DOWNS REGIONAL COUNCIL WARWICK BRANCH	
RECEIVED <i>Engineering</i> 17 JUL 2015	
Action Officers	<input checked="" type="checkbox"/> File
Ask	
Dist	
Encl	

Dear Sir/ Madam

I'm writing to you on behalf of the Shearing family, who live either side of a lovely new bridge being constructed over the Dalrymple. My mother, Maureen Shearing, recently passed away. Before she became very sick, she did her best to ensure that not only would a new bridge be constructed, but that it be wide enough to carry the large agricultural machinery that her family, and other families in the area, regularly used between their properties, either side of the creek.

Council obliged, and daily, we have witnessed the construction of an excellent structure that Mum would have been proud of.

Because of her original involvement, we would dearly appreciate it if council would consider naming the bridge in honour of Maureen Shearing. Through her 27 years in the Army Cadets, reaching the rank of Captain, and her involvement in local committee's, including Secretary and Treasurer of the Allora Show Society, Maureen dedicated many hours of her own time for the good of the local region. Therefore, naming the bridge in memory of Maureen would be a kind gesture, and would be appreciated by her family and friends.

Council's consideration of this request would be greatly appreciated. Please contact David Shearing [46666035] should you require further information. Thankyou for your time,

Sincerely,



Susan Ransom [nee Shearing]



16 July 2015

Mr David Keenan
Chief Executive Officer
Southern Downs Regional Council
PO Box 26
WARWICK QLD 4370

Dear Mr Keenan

Re: Naming of Bridge at Berat

I have heard that a suggestion has been put forward to name the new bridge, built at Berat, the "Maureen Shearing Bridge". I would support this proposal, as Maureen worked tirelessly to get this bridge rebuilt after flooding washed the original one away, which connected their properties. Unfortunately, Maureen passed away just short of the bridge being re-opened.

Maureen has been a tireless volunteer worker in the local and wider community and I believe her family would take some heart in knowing that her efforts have been recognised, if the bridge was named in her honour.

Yours sincerely

J. U. Frizzell
Joanne Frizzell
27 South Street
ALLORA QLD 4362
Ph: 0407 121 633


SOUTHERN DOWNS REGIONAL COUNCIL WARWICK BRANCH			
RECEIVED <i>Engineering</i> 17 JUL 2015			
	Action Officer	<input checked="" type="checkbox"/>	File
Task			
Due			
End			

Southern Downs Regional Council



11.3 Bisley Street Service Road

Document Information

 Southern Downs REGIONAL COUNCIL	Report To: General Council Meeting	
	Reporting Officer:	Meeting Date: 23 September 2015
	Principal Engineer Maintenance	File Ref: 28.50

Recommendation

THAT Council provide direction for a proposal to build a one lane bitumen roadway exit from Bisley Street Service Road to Bisley Street.

Report

A customer complaint (13 May 2015) was received from one resident of Bisley Street about dust issues arising from the use of the nature strip that adjoins the Bisley Street Service Road and Bisley Street. The aerial photograph attached indicates where vehicles are using this nature strip.

Council subsequently issued a letter drop to residents of the Bisley Street Service Road that contained the following:

It has come to Council's attention that the nature strip between 105 and 125 Bisley Street is being used by vehicles.

This is causing problems with erosion, dust and general maintenance issues for Council.

The tracks are also unsightly and for this reason Council encourages the use of the service road.

A general letter drop has been issued to residents in the vicinity of the nature strip and Council requests your co operation in this matter.

Council would not like to be in a position where it is forced to place obstructions to close off vehicular access to this area.

The aerial shot below shows where the most degraded areas are for your information.

Should you wish to discuss this any further you can contact Principal Engineer Mike Holeszko on 1300 697372.

Subsequently Council received a response from a resident of the Bisley Street Service Road which is attached.

After reviewing the letter it would make sense for a one way bitumen standard lane to be constructed as depicted from house number 125 to Bisley Street.

Benefits would be:

1. The garbage truck would not need to reverse out. People may have to put their bins on the other side of the service road.
2. The resident with the truck would not need to reverse in or out depending on direction of travel.

3. When the Christmas lights are on at 123 Bisley Street this allows a safe exit to Bisley Street for the large queue of vehicles that visit this magnificent display.
4. The exit onto Bisley Street should be “left out” only which could be done with an extension of the traffic island.

Budget Implications

Allowing \$250/m for construction this is expected to cost around \$10,000. It is normal to allow contingency for such a small project and it is not unreasonable to allow 100%. If the contingency is not realised the savings can be transferred to another project. These costs can be accommodated within existing budgets.

Policy Consideration

Nil

Community Engagement

The original letter drop services as community engagement and the responses are considered reasonable feedback for Council to consider.

Legislation/Local Law

Nil

Options

Council can:

1. Take no action;
2. Consider construction of the road connection in future budget considerations.

Attachments

1. Response from a Resident of Bisley Street Service Road [View](#)
2. Aerial Photo - Bisley Street Nature Strip [View](#)

26th July 2015

ATTN: Chris Whitaker
Southern Downs Regional Council
Warwick Qld 4370

Dear Chris

SOUTHERN DOWNS REGIONAL COUNCIL WARWICK BRANCH RECEIVED			
28 JUL 2015			
Mr	Mr	✓	File
Ms			
Dr			
Prof			

I am writing in response to your letter dated 22nd July 2015 regarding the use of the road corridor between Bisley Street and Bisley Street Service Road. I have also contacted Principal Engineer Mike Holeszko and spoken to him about the safety issues I wish to highlight below:

*I have been living here for 20years never caused an issue and being a Truck Driver it is not safe to reverse my truck back up the easement from Emma Drive due to the risk to the public (children in particular) and the size constraints of the road. This is why I use the nature strip to park my truck in front of my house. It is also unsafe to park my truck on the outer Bisley Street due to massive washouts posing a risk of the truck tipping over. I am only home from work a maximum of 2 times a week.

*Southern Downs Council Garbage Collection Trucks use the nature strip to access garbage bins for collection. They would otherwise have to reverse back up the easement from Emma Drive posing a risk to young children that live here.

*Southern Downs Council trucks use and park on the nature strip when mowing.

*The easement is only wide enough for 1 car but is a 2-way street so you are forced to go off onto the nature strip if 2 cars are using the easement.

*The mailman uses the nature strip to access our letterboxes.

*The resident that lives at 123 Bisley Street is an Ambulance Officer and parks his Ambulance on the nature strip and uses it to exit in emergencies.

*123 Bisley Street is also the location of the community Christmas light display each year and visitors use the nature strip to park and visit the lights and also drive thru to exit. There are a lot of children and cars and this is the safest option.

I would also like to point out that 80% of the erosion problems are due to storm water run off from Bracker Road and the top park causing deep ruts at the top end of the easement, which are un-driveable. Water flows down the easement and nature strip quite fast when raining.

Thank you for time.
Barry Hain
119 Bisley Street
Ph:0419171602




Southern Downs Regional Council





11.4 Works Construction Capital Budget - Proposed Amendment

Document Information

 Southern Downs REGIONAL COUNCIL	Report To: General Council Meeting	
	Reporting Officer:	Meeting Date: 23 September 2015
	Manager Works - Construction	File Ref: 28.78

Recommendation

THAT Council resolve to amend the Works Construction Capital Budget as set out in Table 2 – “Works Construction Capital Budget Proposed Amendment”.

Report

The purpose of this report is to seek approval to amend the 2015-16 Works Capital Budget. Significant increases in Roads to Recovery funding, increases in TIDS (Transport Infrastructure Development Scheme) allocation and additional funding for Bus Stop Disability upgrades have necessitated the proposed changes. The funding increases were announced after the development and adoption of Council's 2015-16 Budget so they were not able to be included in the original budget considerations.

TIDS Additional Funding

The Queensland Government recently announced the \$200 million Building our Regions program, which includes a \$60 million increase to TIDS funding over two years. Accordingly the new annual TIDS funding allocation for the Southern Border Regional Roads and Transport Group (SBRRTG) has increased to \$2,198,846 (increase of 94%). SBRRTG is made up of Goondiwindi Regional Council (GRC), SDRC and representatives from the Department of Transport and Main Roads. The allocation of the TIDS funding granted to the SBRRTG must be divided between SDRC and GRC and should be based on a prioritisation tool prepared for Regional Road and Transport Groups. In the past the funding split has not been undertaken using the prioritisation tool and has been shared evenly between the two Council's after administration costs of the group have been considered. The funding sharing between the two Councils must be decided at a meeting of the SBRRTG. If the funding sharing continues as in the past SDRC's 2015-16 TIDS funding will increase from the currently budgeted \$567,000 to \$1,098,000. This is subject to agreement of the SBRRTG. TIDS funding requires the recipient to match the funding dollar for dollar, therefore for SDRC to utilise this additional funding it must match the increased funding. Generally TIDS funds are to be utilised on the upgrade of Council's Local Roads of Regional Significance (LRRS) roads. The projects in the current capital budget are

- TIDS Inverramsay Road widening and rehabilitation \$500,000 (State Funds \$250,000, Council Funds \$250,000)
- TIDS Eukey Road Widening and Rehabilitation \$634,000 (State Funds \$317,000, Council Funds \$317,000)
-

These have been ongoing projects over the last couple of years and it is proposed to use the additional TIDS funding to extend the projects in the current budget. Therefore the proposed budgets would become

- TIDS Inverramsay Road widening and rehabilitation \$1,098,000 (State Funds \$549,000, Council Funds \$549,000)
- TIDS Eukey Road Widening and Rehabilitation \$1,098,000 (State Funds \$549,000, Council Funds \$549,000)

Bus Stop Disability Upgrade Additional Funding

SDRC was successful in obtaining additional funding for the Bus Stop Disability Access Upgrade to meet current Disability Access Standards for the 2015/16 year. It is a legislative requirement that all public transport bus stops be upgraded to meet disability access standards by December 2017. This funding is a continuation of funding in past years and will complete the upgrade of SDRC's bus stops to meet the standard. The state government funding of \$20,370 is approximately 50% of the total cost of \$45,370. This will involve the upgrade of 4 Bus Stops. This project is currently not included in the 2015/16 Capital Budget and requires a budget amendment.

Other Required Budget Amendments

The full amount of the current budget allocation for the completion of the Berat Forest Spring Rd Bridge of \$340,000 is not required. The project has been completed for a total cost of \$644,000 thus only 2015-16 expenditure of \$225,000 is required from the 2015-16 budget allocation.

The Roach St (Mt Colliery) upgrade commenced last financial year and was completed early this financial year. The current carried over budget allocation for the 2015-16 financial year of \$37,322 was insufficient as the 2015-16 expenditure to complete the project was \$67,000. The above budget expenditure is primarily due to additional works identified during construction to address storm water concerns of a neighbouring land owner and wet weather delays.

The current 2015-16 budget allocation for Anemone St Reconstruction of \$650,000 will be insufficient to complete all of Anemone St. Final cost estimates indicate that \$820,000 will be required to complete all of Anemone St. The increase of \$170,000 from the initial budget estimate is largely due to additional stormwater costs that became evident in the final detailed design and other miscellaneous issues. If Council did not wish to allocate the additional \$170,000 one option may be to complete all of the stormwater and 370m of pavement and associated kerb and channel but not construct the last 160m of pavement and associated kerb and channel at the western end of Anemone St. The option not to construct the last 160m of pavement and kerb and channel is not recommended. As explained below the additional \$170,000 can be funded by the additional Roads to Recovery funding.

Roads to Recovery Additional Funding

As advised to Council in a report tabled at the General Meeting 29 July 2015 entitled "11.4 Increase in Roads to Recovery Funding 2015/16 and 2016/17", SDRC's 2015/16 Roads to Recovery funding has increased from \$2,187,652 to \$3,125,055. Roads to Recovery Funding is provided to Council's from the Federal Government to be spent only on the construction and maintenance of roads. Only a portion of the additional Roads to Recovery funding is proposed to be used in the Works Construction Capital Budget amendment to assist in funding Council's contribution for the additional TIDS allocation and also fund the additional budget for Anemone St. It is proposed that the remaining Roads to Recovery funding be used in the Road Maintenance budget to reduce Council's own source expenditure in the operational budget while maintaining the overall road maintenance budget, thus improving Council's operating position.

Budget Implications

The objective of the proposed budget amendment was to keep Council's own funds contribution to the Works Capital Budget the same as currently budgeted at \$4,355,622, several other project budgets were then adjusted so that Council could fund its contribution towards the new funding by swapping Council funding for a portion of the additional roads to recovery funding. "Table 1 – Summary of Works Construction Capital Budget Major Funding Sources" gives an overview of the funding sources with the changes highlighted. Note the changes are:

- increases TIDS funding and associated Council contribution
- increase to Roads to Recovery funding
- new Bus Stop Disability Upgrade funding and associated Council contribution
- decrease in untied Council capital due to Council's contribution for TIDS and Disability Bus Stop
- Note that the total of Council's own source funding remains the same at \$4,355,622.

Table 1 – Summary of Works Construction Capital Budget Major Funding Sources

Major Funding Source	Current Budget			Proposed Budget Amendment		
	External Funds	SDRC Funds	Total Budget	External Funds	SDRC Funds	Total Budget
Royalties for the Region-Timber Bridge Replacement (Sandy Ck, Tumnaville, Mullins & Bellingham)	2,640,000	880,001	3,520,001	2,640,000	880,001	3,520,001
Blackspot Funding (incl Willi St WIP 48,750)	712,150	(3,049)	709,101	712,150	(3,049)	709,101
Royalties for the Region (Lyndhurst Ln)	2,070,000	690,000	2,760,000	2,070,000	690,000	2,760,000
TIDS (Inverramsay Rd & Eukey Rd)	567,000	567,000	1,134,000	1,098,000	1,098,000	2,196,000
Roads to Recovery(inc 100k Nundubbermere WIP)	2,287,652		2,287,652	2,929,330		2,929,330
Untied Council Capital		2,221,670	2,221,670		1,665,670	1,665,670
Bus Stop Disability Upgrades				20,370	25,000	45,370
Totals	8,276,802	4,355,622	12,632,424	9,469,850	4,355,622	13,825,472

Please refer to "Table 2 - Works Construction Capital Budget Proposed Amendment" for a detailed comparison between the current budget and the proposed budget at the project level. Note the proposed changes to the budget are highlighted.

In summary the proposed amendment to the Works Capital Budget will increase the total Capital Budget by \$1,193,048. This consists of \$531,000 of additional TIDS funding, \$20,370 of State funding and utilising \$641,678 of the additional roads to recovery funding. There is no increase in Council's own source funding.

As only \$641,678 of the additional Roads to Recovery Funding is used in the Works Capital Budget the remaining \$295,725 of the additional Roads to Recovery funding will be available to be utilised in the Roads Maintenance area and improve Council's operating position

The 2015-16 operational budget included possible contract works for other neighbouring Councils with a value of approximately \$1,000,000 (\$141,478 profit). If Council does not undertake the contract works for neighbouring Councils it will have capacity to deliver the increased Capital Program as proposed. The proposed use of the Roads to Recovery funding in the operational budget will offset the lost profit in the operational budget due to not undertaking the contract works.

It must be remembered that while it is recommended Council adopt the proposed budget amendments, the final TIDS allocations remain subject to a decision of the Southern Border Regional Road Group. If the actual TIDS allocations decided by the Southern Border Regional Road Group are materially different to the assumptions outlined in this report a further budget amendment will be required.

Table 2 - Works Construction Capital Budget Proposed Amendment

Project	Current Budget			Proposed Budget		
	External Funding	Council Funding	Year Budget	External Funding	Council Funding	Year Budget
101251-Complete Berat Forest Spring Rd Bridge Replacement		340,000	340,000		225,000	225,000
101258-Complete Nundubbermere Rd 15	100,000		100,000	100,000		100,000
10140- Blackspot Willi/Aldred Intersection	48,750	(3,049)	45,701	48,750	(3,049)	45,701
101454-Road St (Mt Colliery) upgrade		37,322	37,322		68,000	68,000
101492-Reseals		1,050,000	1,050,000	491,678	558,322	1,050,000
101493-Misc stormwater replacement/refurbishment		40,000	40,000		40,000	40,000
101494-Street light misc install/upgrade		10,000	10,000		10,000	10,000
101495-Tyrel St Footpath (Rail crossing)		12,000	12,000		12,000	12,000
101496-Special Bridge Works		170,000	170,000		170,000	170,000
101497-Gravel Resheating 2015-16	637,652	562,348	1,200,000	637,652	562,348	1,200,000
101498-Mayfair Lane Rehabilitation	100,000		100,000	100,000		100,000
101499-Old Stanthorpe Road Widening	200,000		200,000	200,000		200,000
101500-Upper Wheatvale Rd widen & rehabilitation	350,000		350,000	350,000		350,000
101501-Anemone St reconstruct west end	650,000		650,000	800,000	20,000	820,000
101502-Emu Swamp Rd Widen & Rehabilitation	250,000		250,000	250,000		250,000
101503-TIDS Inveramsay Rd widen & rehabilitation	250,000	250,000	500,000	549,000	549,000	1,098,000
101504-TIDS Eukey Rd widen & rehabilitation	317,000	317,000	634,000	549,000	549,000	1,098,000
101505-Lyndhurst Lane Bridge replacement	2,070,000	690,000	2,760,000	2,070,000	690,000	2,760,000
101506-Mullins Rd Bridge replacement (Womina)	453,450	151,150	604,600	453,450	151,150	604,600
101507-Bellingham Rd Bridge replacement	500,308	166,769	667,077	500,308	166,769	667,077
101508-Sandy Creek Rd Bridge Replacement	882,513	294,173	1,176,686	882,513	294,173	1,176,686
101509-Tummaville Rd Bridge Replacement	803,729	267,909	1,071,638	803,729	267,909	1,071,638
101510-Black Spot -Nundubbermere Rd	183,000		183,000	183,000		183,000
101511-Black Spot - Jingarry Mt Sturt Rd	114,000		114,000	114,000		114,000
101512-Black Spot - Stables Rd	90,000		90,000	90,000		90,000
101513-Black Spot - Railway St, Creek St	55,000		55,000	55,000		55,000
101514-Black Spot - Guy St Pratten St	44,600		44,600	44,600		44,600
101515-Black Spot - Grafton St Wantley St	44,600		44,600	44,600		44,600
101516-Black Spot - Dragon St Fitzroy St	44,600		44,600	44,600		44,600
101517-Black Spot- Pratten St Tooth St	44,600		44,600	44,600		44,600
101518-Black Spot - Grafton St Canning St	43,000		43,000	43,000		43,000
TBD - Bus Stop Disability Upgrades				20,370	25,000	45,370
	8,276,802	4,355,622	12,632,424	9,469,850	4,355,622	13,825,472

Policy Consideration

Nil

Community Engagement

Nil

Legislation/Local Law

Local Government Regulation 2012

170 Adoption and amendment of budget

(3) The local government may, by resolution, amend the budget for a financial year at any time before the end of the financial year.

Options

Council can:

1. Adopt the proposed Capital Budget Amendment as recommended.
2. Take no further action. Do not amend the capital budget and decline the additional TIDS funding, Bus Stop Disability upgrade funding and the additional roads to recovery allocation.
3. If Council does not wish to provide the additional \$170,000 budget for the Anemone St project the project can be reduced to match the existing budget by reducing the scope of the project to not construct the last 160m of pavement and associated kerb and channel on the western end of Anemone St. This option is not recommended.
4. If Council does not wish to utilise the remaining Roads to Recovery Allocation in the Road Maintenance Area it could use these funds to undertake additional capital projects, however given the proposed capital program Council will have limited capacity to deliver additional capital works unless it was used to increase the reseal budget which can be spent relatively quickly.


Attachments

Nil

12. PLANNING & ENVIRONMENT DEPARTMENT REPORTS

12.1 Request to Remove a Place from the Local Heritage Register - 33 Maryland Street, Stanthorpe

Document Information

 Southern Downs REGIONAL COUNCIL	Report To: General Council Meeting	
	Reporting Officer:	Meeting Date: 23 September 2015
	Principal Town Planner	File Ref: 103865

Recommendation

THAT Council:-

1. Resolves that the place at 33 Maryland Street, Stanthorpe, is not a place of cultural heritage significance; and
2. Proposes to remove Listing No. 771 (which relates to the Commercial Building located on Lot 2 RP31625 and Lot 2 RP31627, 33 Maryland Street, Stanthorpe) from the Local Heritage Register, and proceed with notification of the proposed change as required by the *Queensland Heritage Act*.

Report

Council has recently received correspondence from the owners of 33 Maryland Street, Stanthorpe, regarding the inclusion of their building on the Local Heritage Register. The listing for this building states that the place is significant:

- for its historical association with the establishment of High and Maryland Streets as Stanthorpe's main commercial centre
- for its aesthetic value as part of a highly attractive streetscape of commercial buildings in the High/Maryland Street precinct
- as a highly intact example of an early 20th century commercial shopfront.



The owners have requested the removal of the building from the register on the basis that the building does not qualify for inclusion in the register. The landowners state that while the date on the building is 1912, this date actually refers to the establishment of the trading entity G R Koina & Sons and not to the building itself. They advise that the building on the site was constructed in the early 1960s. While G R Koina & Sons ceased trading in the mid-1970s, the family has retained the name on the building.

As the building was not constructed early in the 20th century, but in the 1960s, two of the three grounds for the place's cultural heritage significance are not correct, i.e.:

- its historical association with the establishment of High and Maryland Streets as Stanthorpe's main commercial centre; and
- as a highly intact example of an early 20th century commercial shopfront.

Based on the information provided by the owners it is recommended that the listing for the Commercial Building at 33 Maryland Street, Stanthorpe, be removed from the Local Heritage Register.

Process to Remove a Place from the Local Heritage Register

Amendments to the Local Heritage Register may only proceed in accordance with the *Queensland Heritage Act*.

If Council proposes to remove a place from its local heritage register, Council must give the owner of the place notice of the proposal and publish a notice in a newspaper. Any submissions received by Council must be considered before deciding whether to proceed with removing the place from the register. If Council decides to remove a place from the register, notice must be given to the owner of the place, and any other person who made a submission.

Budget Implications

Costs associated with advertising the proposed amendment.

Policy Consideration

Corporate Plan

1.5 Continue to record and protect all significant heritage and cultural sites and structures.

Community Engagement

Public consultation of the proposed amendment to the Local Heritage Register will be conducted in accordance with the *Queensland Heritage Act*.

Legislation/Local Law

Queensland Heritage Act

Local Heritage Register

Options

Council has the following options in regards to this matter:


1. Council proposes to remove the place from the Local Heritage Register;
2. Council makes no changes to the Local Heritage Register.

Attachments

Nil

12.2 Temporary Local Planning Instrument 01/2015 (Amendment of the Flood hazard overlay)

Document Information

 Southern Downs REGIONAL COUNCIL	Report To: General Council Meeting	
	Reporting Officer:	Meeting Date: 23 September 2015
	Principal Town Planner	File Ref: 18.15.11

Recommendation

THAT Council adopts the Temporary Local Planning Instrument 01/2015 (Amendment of the Flood hazard overlay), as attached.

Report

At its meeting on 28 July 2015 Council decided to make a Temporary Local Planning Instrument (TLPI) to incorporate the flood studies adopted by Council into the Flood hazard overlay of the Southern Downs Planning Scheme.

The TLPI will replace the existing Temporary Local Planning Instrument 01/2014 (Amendment of the Flood hazard overlay) which will expire on 29 September 2015. In order for the amendments to the Flood hazard overlay to continue to have affect, Council is required to re-make the TLPI.

The proposed TLPI was referred to the Minister for her consideration. The Minister has advised that she is satisfied that the proposed TLPI meets the requirements of section 105 of the *Sustainable Planning Act 2009* and Council may proceed to adopt the TLPI.

Budget Implications

Nil

Policy Consideration

Corporate Plan

4.4 Apply the Planning Scheme to ensure consistent and balanced decisions are made in relation to lifestyle and growth opportunities.

Community Engagement

Council has undertaken substantial public consultation with regards to the flood mapping. The flood mapping has been finalised based on this consultation.

Legislation/Local Law

Sustainable Planning Act 2009

Statutory guideline 04/14 - Making and amending local planning instruments

Southern Downs Planning Scheme

Options

1. Council adopts Temporary Local Planning Instrument 01/2015 (Amendment of the Flood hazard overlay) to ensure the Flood hazard overlay continues to include the most recent and accurate flood mapping available; or

2. Council does not adopt the TLPI, and from 29 September 2015 the Flood hazard overlay reverts to the version that was adopted by Council on 6 August 2012.

Attachments

1. Temporary Local Planning Instrument 01/2015 (Amendment of the Flood hazard overlay)[View](#)

SOUTHERN DOWNS REGIONAL COUNCIL
Temporary Local Planning Instrument 01/2015
(Amendment of the Flood hazard overlay)

1 Short title

This temporary local planning instrument may be cited as *Temporary Local Planning Instrument 01/2015 (Amendment of the Flood hazard overlay)*.

2 Object

The object of this temporary local planning instrument is to amend the Flood hazard overlay of the Southern Downs Planning Scheme to ensure that the overlay is appropriately based on the most accurate flood mapping available.

3 Commencement

This temporary local planning instrument commences on 29 September 2015.

4 Expiry

This temporary local planning instrument expires 1 year after its commencement, unless repealed prior to that date.

5 Interpretation

The dictionary in schedule 1 defines particular words used in this temporary local planning instrument.

6 Application

This temporary local planning instrument applies to the Southern Downs Planning Scheme (the planning scheme).

7 Effect

- (1) This temporary local planning instrument affects the operation of the planning scheme for the local government area by amending the Flood hazard overlay.
- (2) The Flood hazard overlay is amended by:
 - (i) replacing the Queensland Reconstruction Authority's (QRA) flood mapping for the Leyburn area with the 1 percent Annual Exceedance Probability (AEP) as mapped in the Leyburn Flood Risk Management Study; and
 - (ii) replacing the QRA's flood mapping and the mapping from the 1976 Stanthorpe flood event with the 1 percent AEP for the Stanthorpe area as mapped in the Stanthorpe Flood Risk Management Study; and
 - (iii) replacing the QRA's flood mapping for the Applethorpe area with the 1 percent AEP as mapped in the Applethorpe Flood Study; and
 - (iv) replacing the QRA's flood mapping for the Glengallan Creek area with the 1 percent AEP as mapped in the Glengallan Creek Flood Study; and
 - (v) replacing the QRA's flood mapping for the Rosenthal Creek area with the 1 percent AEP as mapped in the Rosenthal Creek Flood Study.
- (3) As the Flood hazard overlay code of the Southern Downs Planning Scheme applies to assessable and self-assessable development involving land wholly or partially within the area identified in the Flood hazard overlay, this temporary local planning instrument affects development involving land within those areas mentioned in (2) above.

2
SOUTHERN DOWNS REGIONAL COUNCIL
Draft Temporary Local Planning Instrument 01/2015
(Amendment of the Flood hazard overlay)

- (4) As the Flood hazard overlay has been designated as the flood hazard area and defined flood level in accordance with Section 13 of the *Building Regulation 2006*, this temporary local planning instrument affects the flood hazard area and defined flood level for those areas mentioned in (2) above.

8 Dictionary

Applethorpe area means the study area of the Applethorpe Flood Study.

Applethorpe Flood Study means the flood study of the Applethorpe area commissioned by Southern Downs Regional Council and prepared by Sinclair Knight Merz.

defined flood level has the same meaning in the *Building Regulation 2006*.

flood hazard area has the same meaning in the *Building Regulation 2006*.

flood hazard overlay has the same meaning in the Southern Downs Planning Scheme.

Leyburn area means that part of the study area of the Leyburn Flood Risk Management Study within the local government area.

Leyburn Flood Risk Management Study means the flood study and flood risk management study of the Leyburn area commissioned by Southern Downs Regional Council and prepared by Sinclair Knight Merz.

local government area has the same meaning in the *Sustainable Planning Act 2009* and applies specifically to the Southern Downs Region.

Glengallan Creek area means the study area of the Glengallan Creek Flood Study.

Glengallan Creek Flood Study means the flood study of the Glengallan Creek commissioned by Southern Downs Regional Council and prepared by Sinclair Knight Merz.

Rosenthal Creek area means the study area of the Rosenthal Creek Flood Study.


Rosenthal Creek Flood Study means the flood study and flood risk management study of the Rosenthal Creek commissioned by Southern Downs Regional Council and prepared by Sinclair Knight Merz.

Stanthorpe area means the study area of the Stanthorpe Flood Risk Management Study. The Stanthorpe area includes the districts of Ballandean, Fletcher, Glen Aplin, Kyoomba, Sevanlea, Somme and Sugarloaf.

Stanthorpe Flood Risk Management Study means the flood study and flood risk management study of the Stanthorpe area commissioned by Southern Downs Regional Council and prepared by Sinclair Knight Merz.

12.3 Material Change of Use - Common Joe Investments Pty Ltd, 29 Marsh Street, Stanthorpe

Document Information

 Southern Downs <small>REGIONAL COUNCIL</small>	Report To: General Council Meeting	
	Reporting Officer:	Meeting Date: 23 September 2015
	Senior Planning Officer	File Ref: MCU01658

APPLICANT:	Common Joe Investments Pty Ltd
OWNER:	Alan P and Linda F Jackson, Alan P Jackson As Ttee, , Linda F Jackson As Ttee, Shane B Williams As Ttee, and Melissa M Williams As Ttee
ADDRESS:	29 Marsh Street, Stanthorpe
RPD:	Lot 903 S1683, Parish of Stanthorpe, County of Bentinck
ASSESSMENT AGAINST:	Southern Downs Planning Scheme
ZONE:	Medium density residential zone
PROPOSAL:	Child care centre (Extension to existing child care centre - all day child care up to 42 children)
LEVEL OF ASSESSMENT:	Impact
SUBMITTERS:	Six
REFERRALS:	Department of Infrastructure, Local Government and Planning
FILE NUMBER:	MCU01658

Recommendation Summary

THAT Council consider whether the carparking arrangements for the Child care centre will be detrimental to the proposed development.

THAT subject to Council considering the carparking arrangements to not be detrimental, the application for Material Change of Use for the purpose of a Child care centre (Extension to existing child care centre - all day child care up to 42 children) on land at 29 Marsh Street, Stanthorpe, described as Lot 903 S1683, Parish of Stanthorpe, County of Bentinck, be approved subject to conditions.

Report

The property has frontage to Marsh Street and currently contains a child care centre. The child care centre was approved on 21 October 2008 for care for 40 school age children, outside of school hours from 6.00am to 6.30pm, and all day during school holidays.

A subsequent approval was approved on 5 July 2013 to expand the use to include a kindergarten to operate for 22 children, aged between 3.5 and 5 years, from 9.00am to 3.00pm, Monday to Friday, during the school term. The applicant's consultant has advised that the kindergarten never commenced, and it is unlikely that it ever will be.

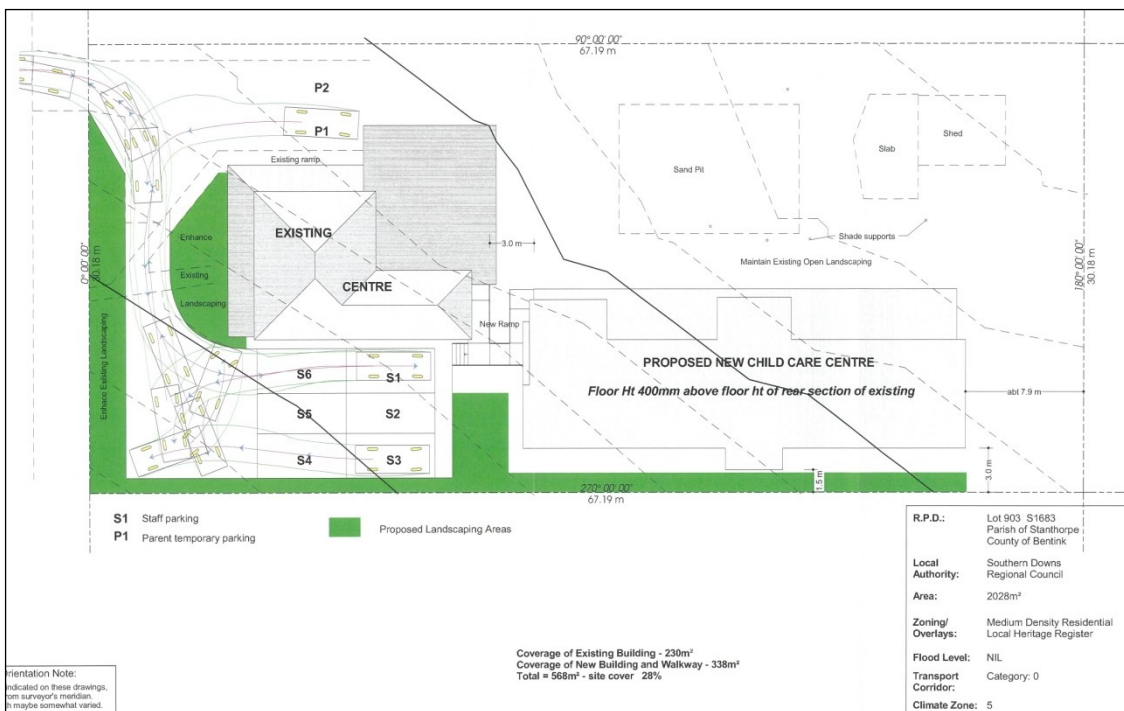
The land adjoins residential properties to the south and east, and Stanthorpe State School's Preparatory classroom to the north. Stanthorpe State School is located on the other side of Marsh Street.

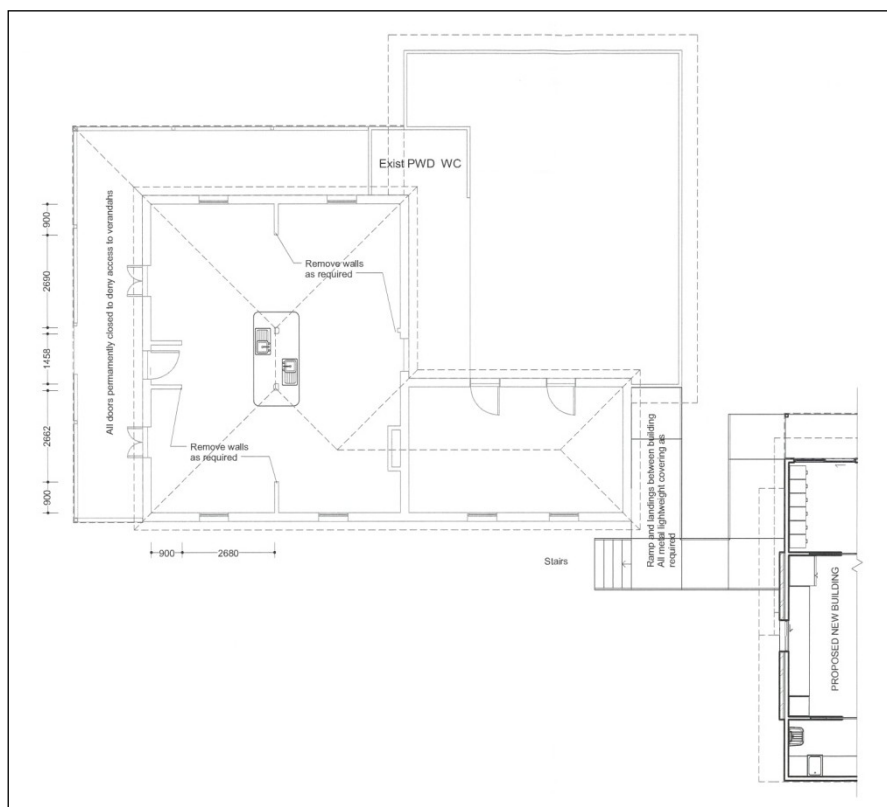


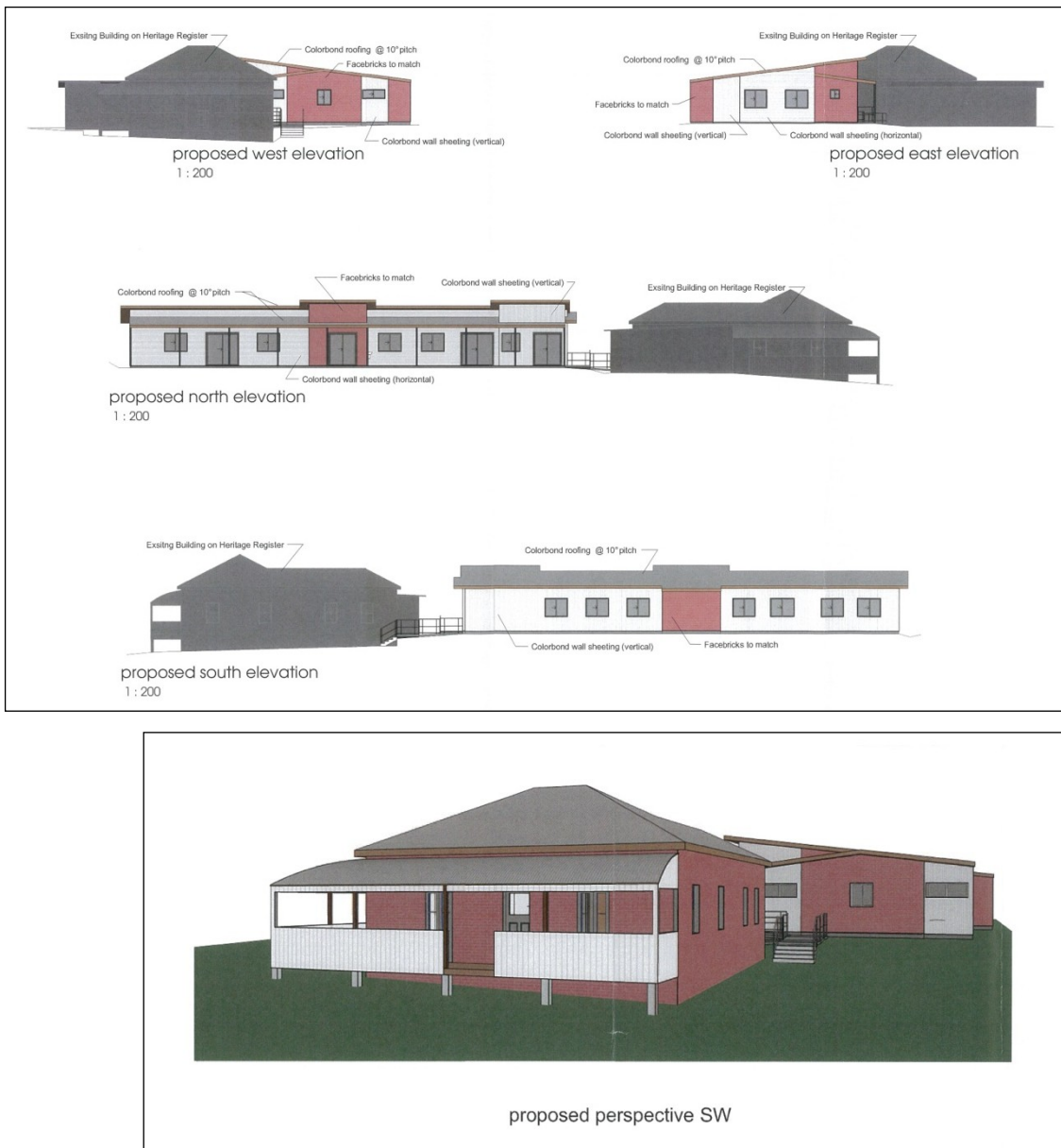
The applicant now proposes to operate an all-day child care centre, which would be constructed behind the existing building. The facility would cater for a total of 42 children.

This results in a maximum of 82 children on site as part of the proposed child care centre and the approved out of school care.

The existing building will be retained and continue to provide out of school care.







It is proposed that there will be six additional employees as a result of the proposed development, and the operating hours will be 6.00am to 6.30pm.

The existing building on the site is included on the Local Heritage Register, listing number 736. There will be no alterations to the outside of the building, however there will be internal works carried out.

Referral

The subject site abuts a road that intersects with a State-controlled road, within 100 metres of the land, therefore the application required referral to the Department of Infrastructure, Local Government and Planning (DILGP). The DILGP has no requirements for the application.

Submissions

Six (6) submissions were received to the application. It must be noted that four of the submissions, all from residents of a multiple dwelling units development adjacent to the proposal, were all identical and two of these were not signed by the tenants. The issues raised in the submission are as follows:

Carparking and traffic

- Parking prior and after school is of a premium in Marsh and Connor Streets, out the front of the Stanthorpe State School. We hope this has been considered.

- The noise and volume of cars will not be tolerated by the residents and it will also affect the safety for all concerned, it is a school zone and children will be dropped off and collected.
- This is a highly congested area now without introducing another 32 plus cars in the morning and afternoon. The safety of children and parents will now be compromised. Parking at the school is not sufficient for parents with children attending school. By introducing another 32 cars to the area will create the problem of 'where will parents park to drop their children off safely.'
- The on-site carparking results in children playing where the cars are.
- Vehicles leaving the subject site will create congestion with oncoming cars in Marsh Street.
- The exit is too close to the pedestrian crossing making this unsafe for children, parents, teachers and crossing supervisors.
- A child care centre should be in an open area with room to run and play without car park issues or vehicle emissions in the same area as the children.
- The well being of children is important so drop off and pick up should be danger free and not pressured by vehicles or drivers.
- Driver behaviour may cause accidents or put children and adults at risk in a high concentration of vehicles.

The applicant's consultant has provided the following response:

We acknowledge that parking in the area is a problem at present. This is partly caused by the education department which operate the school and the preschool in the area. They do not provide any on-site parking for their staff or parents. This project does allow for staff parking and drop off on site. The owners have previously pointed out that the drop off time for this current facility (and similarly run child care facilities) is around 10 mins maximum. This time also does not coincide fully with school drop off times. The school care is mostly by walking from the school opposite. The child care centre will be dealing with younger children who are generally dropped off and picked up earlier and later than school times also.

To clarify, the school does have approximately 35 on-site carparking spaces, accessed from Marsh Street, for staff.

It is acknowledged that the proposed development has the potential to increase traffic within the area, and the number of on-site carparking spaces for drop-off and pick-up doesn't not adequate cater for the use.

The entrance from Marsh Street exists and due to the location of the pedestrian crossing, there are no suitable alternative access points to the subject land.

There is a pathway directly from Marsh Street to the entrance of the facility to allow pedestrians to be separated from the vehicle driveway. There are concerns regarding the vehicle movement area, and there are no measures to prevent children being within this space at the same time. To alleviate some of these concerns, it is considered appropriate that a sign be erected on the vehicular entrance, detailing that pedestrians should not be utilising this point.

Driver behaviour is not a concern specific to this development, and is no different to the use of any other roadway.

The concerns raised with regards to carparking should be considered by Council.

Zoning and amenity

- This development is located on a property which is zoned residential and not commercial. The change of zoning affects the quiet living by all the residents in this area.
- A child care centre should be away from the residential area where people need to enjoy quiet living. The use is now affecting the quiet living.

- Stanthorpe has plenty of vacant land which would be more suitable for a child care centre with room to expand and create a pleasant and healthy environment.
- Adjoining residents are constantly returning equipment thrown over the fence. Children on many occasions jump over the fence to collect items. Children playing have hit golf balls and have broken windows of nearby properties.

The applicant's consultant has provided the following response:

With regards to the golf ball instance, my clients informed me that this occurred once about 4 years ago and that [the window] was repaired at my clients expense and the use of golf balls [is] prohibited. This has not occurred since. The noise and items over the fence issues can be resolved by conditioning the provision of an adequate fence. My clients are only too willing to provide a reasonable fencing strategy to solve these issues and remove the nuisance value to both the tenants and the centre.

This is a medium density residential area and the position close to the school and facilities such as this are appropriate for this area. My clients bought this property because of its location to service the local school community and the availability of sufficient land to provide for the original after school care and this expansion for the child care centre. The rules required for the amount of open space for these types of facilities are met by this development so there is no need to provide for a larger site in the boondocks.

[It can be added that by moving such a facility away from the school] would create more vehicle emissions and prevent the walking of kids to the facilities both from school and also from the medium density housing in (and proposed) for the area.

This is an existing learning facility in an education hub, and co-locates with the Stanthorpe State School on Marsh Street. The State school has been on that location for several decades, and residents are familiar with this education facility. The proposed development complies with the purpose of the Medium density residential zone, which is addressed later in this report.

The original approval of the site for the Childcare Centre required a 1.2 metre high fence to be erected along the southern, eastern and northern boundaries of the land.

It is considered appropriate that the fencing requirement be increased to ensure their impacts to the adjoining residents is minimised.

A child care centre is a facility which provides for the local community and should be located in small cluster groups, i.e. with a school and pre-school. The co-location of pre-schools, childcare centres and school is preferred, and it is considered appropriate.

Health impacts

- The noise and car fumes will be unbearable for a residential zone and school area. This will create an increase in health issues such as asthma, breathing difficulties, hearing problems, the health issues are numerous.
- Vehicle emissions present the greatest health risk, especially near and around children.

The applicant's consultant has provided the following response:

The traffic noise, fumes and other irritants from vehicles is a non-issue given the total vehicle numbers in the area. This development will not greatly increase these levels. Given the distance to Marsh Street from the units and the prevailing winds in the area, these effects would be insignificant to the tenants.

It is unlikely that the use of the land for a child care facility will increase the health impacts felt by the adjoining residents. The child care centre will operate from 6.00am to 6.30pm. There is no operation during the night hours.

The increase in traffic will be felt along Marsh Street, which is located approximately 80 metres from the multiple dwellings off Connor Street. The location of the proposed building will also act as a barrier to the adjoining residents.

Assessment against the Planning Scheme

This application required assessment against the Medium density residential zone code, the Child care centre code, the Carparking and loading code, the Landscaping code, the Outdoor lighting code, the Physical infrastructure code, and the Heritage overlay code.

Medium density residential zone code

The purpose of the Medium density residential zone is to:

provide for a range and mix of dwelling types including dwelling houses and multiple dwellings supported by community uses and small scale services and facilities that cater for local residents.

The specified local government purpose for the zone is as follows:

- (e) *Limited non-residential development where such uses directly support the day to day needs of the immediate residential community, do not detract from the residential amenity of the area and do not undermine the viability of nearby centres or the central business area contained in the Principal centre zone or District centre zone.*

The purpose is achieved through the following overall outcomes:

- (c) *The scale and density of new development is consistent with residential neighbourhoods. New development will be located and designed having regard to integration and compatibility with the height and bulk of the dwellings in the immediate area and streetscape character.*
- (e) *Development provides a high level of amenity through compatible mixing of land uses, activities and building forms, access to services and facilities and cohesive streetscapes and quality urban design.*
- (f) *Community facilities, open space and other infrastructure which directly supports the local community are facilitated.*
- (h) *Non-residential uses are provided where they cater directly to community needs, such as convenience stores and child care facilities, where the character and residential amenity is maintained, and where they do not replicate the uses in nearby centres. In some locations it may be appropriate for non-residential uses to be clustered together in small groups, however the scale of the development and the associated hard surfaces will be limited in order to minimise impacts on the residential character and the grouping will not contribute to ribbon development. Non-residential uses have a scale and incorporate design elements that are consistent with the surrounding residential development.*

The use of the site for a Child care facility is specifically identified as a non-residential use which provides for the community's needs.

The design of the proposed building incorporates a 10 degree pitched Colorbond roof, with Colorbond wall sheeting, and some facebricks in suitable locations.

The child care facility is co-located with an out of school hours care and kindergarten, and is located adjoining the state schools pre-school facility, and is located opposite Stanthorpe State School. The Stanthorpe business district is also located in proximity.

The scale of the development is in keeping with the area, and the design efforts have been made to ensure the development integrates with the residential area. Due to the setback of the proposed building from Marsh Street and the existing building, a contemporary design, such as that proposed, is considered acceptable.

The location of the proposed building, offset to the rear of the existing building, ensures that there is minimal impact on the streetscape.

The proposed development is consistent with the purpose of the Medium density residential zone.

The proposed development complies with the requirements of the Code with regards to the following categories: Scale of development, Infrastructure, and Access.

Built form

In relation to Built form, the Code stipulates the following Acceptable outcomes:

- AO6 *Non-residential buildings and car parking areas are set back at least 6 m from the main street frontage, 3 m from any secondary street frontage and 2 m from side and rear boundaries. The setback is landscaped in accordance with the Landscaping code.*
- AO7 (a) *The roof form is a gabled or hipped roof with secondary skillions. For larger buildings roofs will incorporate multiple gables or hips to ensure that the roof remains in proportion to the wall heights.*
- (b) *Building facades incorporate verandas.*

The carparking associated with the proposed use is setback one metre from the side boundary and the building is proposed to have a skillion roof.

The associated Performance outcomes state as follows:

- PO6 *The appearance and siting of buildings, other structures, car parking areas or signage is compatible with the local streetscape character, the style and design of nearby residential buildings and is respectful and sympathetic to any Local heritage place.*
- PO7 *Non-residential buildings and structures reflect and display elements of domestic architecture including pitched roofs, variations in setbacks, architectural detailing and materials.*
- PO8 *Development is physically integrated with and represents a logical extension of the existing residential fabric and is convenient to services and social infrastructure.*

The applicant has provided the following justification:

The building has been designed to take full advantage of the northern sun. the building is in keeping with domestic outbuilding with a skillion roof but incorporates a gable on the end facing the street with some brick sections. These features along with the separation and location of the new building behind the existing building and with the application of landscaping in front of the new building will not detract from the heritage building.

The extension of child care facilities on this site is in keeping with the existing school and pre-school building in the area. The buildings also conform to residential size buildings. Being opposite the state school and adjacent to the pre-school, it is convenient to services and social infrastructure.

The proposed development incorporates some design elements which reflect the existing heritage building, such as brickwork and a gable, and is setback approximately 29 metres from Marsh Street. Therefore it is considered that the proposed building will not adversely impact on the streetscape and includes elements which are respectful to the existing heritage building.

The driveway is located within the building setback, however there is no carparking within the building setback. It is considered that appropriate, dense landscaping can be used to retain the streetscape, whilst retaining the functionality.

The reduced setback of the carparking, to the southern boundary, is considered appropriate if the fencing is upgraded to 1.8 metres in height, and landscaping is provided in the areas detailed by the applicant.

Amenity

In relation to Amenity, the Code stipulates the following Performance outcomes:

- PO10 *Uses are compatible with and complementary to the dominant existing use and amenity of the area.*
- PO13 *All uses are located, designed, oriented and constructed to minimise noise, odour, lighting and dust nuisance from existing lawful uses including industry and agricultural uses.*

The applicant has provided the following justification:

Being a child care centre and opposite the state school and adjacent to the pre-school, it is considered it is compatible and complementary to the dominant uses and amenity of the area.

This location is well known for its learning and education facilities, and the proposed use is compatible what a resident can expect to see at such a location. These statements are concerns which were raised by submitters. The concerns have been previously addressed as part of this report.

The increase in traffic will be felt along Marsh Street, which is located approximately 80 metres from the multiple dwellings off Connor Street. The location of the proposed building will also act as a barrier to the adjoining residents.

The child care centre will operate from 6.00am to 6.30pm. There is no operation during the night hours.

The proposed development is co-located with an out of school hours care and kindergarten, and is located adjoining the state schools pre-school facility, and is located opposite Stanthorpe State School. The use is compatible with the character of the area.

Traffic

In relation to Traffic, the Code stipulates the following Performance outcome:

PO16 Satisfactory servicing areas, circulation and parking arrangements are made for private, public transport, service and emergency vehicles.

The applicant has provided the following justification:

Plans show the provision of parking areas adequate for cars. Public transport, service vehicles and emergency vehicles can gain adequate access to the site.

Carparking has been discussed previously in the report, however further detail will be provided as part of the assessment against the Carparking and loading code.

Council needs to consider the number and layout of on-site carparking and whether the parking is appropriate for the use.

Use

In relation to Use, the Code stipulates the following Performance outcome:

PO18 Uses, other than residential uses are either associated with or provide a service to residents of the surrounding residential area or have locational characteristics that can best be met within a residential area.

The applicant has provided the following justification:

This new building complements the existing use of the existing building on the Local Heritage Register and makes this use more viable to maintain this place.

The design of the proposed building incorporates a 10 degree pitched Colorbond roof, with Colorbond wall sheeting, some facebricks in suitable locations, and a pitched roof front.

The scale of the development is in keeping with the area, and the design efforts have been made to ensure the development integrates with the residential area. Due to the setback of the proposed building from Marsh Street and the existing building, it is considered that a contemporary design, such as that proposed, is considered acceptable. The development will result in site coverage of 28%, which is significantly less than the 40% allowable.

The location of the proposed building, offset to the rear of the existing building, ensures that there is minimal impact on the streetscape.

Child care centre code

The proposed development complies with the requirements of the Code with regards to the following categories: Visual amenity, Accessibility, Design for climate, Waste, Safety and hazard, and Infrastructure.

Access and traffic

Similar to the Medium density residential code, in relation to Access and traffic, the Code requires vehicular manoeuvring and parking areas to be setback at least two metres from the side and rear boundaries.

The associated Performance outcome states as follows:

PO4 *Parking and vehicular movements do not have an adverse effect on the amenity of the surrounding area*

As previously detailed, carparking has been discussed previously in the report, however further detail will be provided as part of the assessment against the Carparking and loading code.

Carparking and loading code

The Code doesn't stipulate a carparking rate for child care centres.

The applicant has proposed six on-site carparking spaces for staff and two on-site carparking spaces for children drop-off. The six staff spaces are proposed to be in tandem.

The Performance outcome relating to the required number of parking and service vehicles, states as follows:

PO1 Sufficient carparking is provided to accommodate the number and type of vehicles likely to be generated by the development having regard to the following:

- (a) The nature and operation of the use;
- (b) The likely number of users including residents and employees;
- (c) The hours of operation and the peak parking demand periods;
- (d) The availability of alternative parking in the vicinity including on street car parking;
- (e) In the case of residential development, the proximity to the Principal centre zone and the facilities contained within that zone or the availability of public transport;
- (f) The feasibility of physically providing parking on site including access restrictions and size of the site; and
- (g) The provisions of *Planning Scheme Policy –Off Street Carparking*.

The proposed development will contribute to traffic generation within the area during school hours, particularly given that the drop off and pick up times can coincide with school drop-off. The applicant has indicated that the number of carparking spaces is adequate because most out of school care students are walked from the school located opposite.

The proposed development results in a maximum of 82 children on site as part of the proposed child care centre and the approved out of school care.

It is noted that a number of families will be visiting both the school and the child care centre, and thus would be requiring parking associated with the school anyhow. It is also acknowledged that the vehicles associated with the out of school care would of also being utilising school parking. As the uses are in proximity, one carparking space can be used to service a number of the uses, i.e. the pre-school, kindergarten, school, out of school care and child care centre. Therefore the carparking spaces do overlap.

The applicant has provided the following information with regards to the number of employees:

There is only a total of six staff on the site at any one time. This maximum will only occur for the whole day during school holidays when the after school program and the Child care centre will both be operating at full capacity. During school days the six staff will be on site only before and after school.

Although there is no on-street parking directly in front of the subject property, there is on-street parking within the vicinity.

Council's Engineering Services department have indicated that the layout of the on-site carparking complies with the Australian Standard.

Council needs to be satisfied that the carparking arrangements are suitable for the proposed development, giving consideration to the surrounding uses.

Landscaping code

The applicant has proposed a driveway within the building setback to Marsh Street. There is no carparking with the building setback, therefore it is considered appropriate that this area be appropriately landscaped to ensure the streetscape is protected.

Advanced tree plantings should be provided within the building setback, and directly in front of the proposed building.

Landscaping along southern boundary should also be provided, particularly in the location of the carparking.

Outdoor lighting code

The proposed development can be conditioned to comply with the Code.

Physical infrastructure code

The proposed development can be connected to all urban services.

Heritage overlay code

The applicant has proposed no external changes to the building, with connection to the proposed building being via an existing, previous addition.

The internal alterations involve the removal of some small internal walls.

The proposed development complies with the Code with regards to the following categories: General - Local Heritage Place, Material change of use - Local Heritage Place, and Building work - internal alterations - Local Heritage Place.

The building is included on the Local Heritage Register, listing number 736. The place is significant for its architectural and streetscape value to Connor and Marsh Streets as a rare and attractive small group of early brick houses.

The proposed development incorporates some design elements which reflect the existing heritage building, such as brickwork and a gable, and is setback approximately 29 metres from Marsh Street. Therefore it is considered that the proposed building will not adversely impact on the streetscape and includes elements which are respectful to the existing heritage building.

Infrastructure Charges

An Educational facility, which includes a Child care centre, has a nil charge for all infrastructure. Therefore Infrastructure charges are not applicable to this development.

Conclusion

The proposed development involves the construction of a new building to operate an all-day child care centre. The new building would be constructed behind the existing building, offset to the south. The facility would cater for a total of 42 children.

The existing building, on the Local Heritage Register, will be retained and continue to provide out of school care and the kindergarten. Minor internal alterations and works will be carried out.

This proposed development will employ six additional professionals on a full time basis, and the operating hours will be 6.00am to 6.30pm.

A number of submissions were raised in relation to carparking, increased traffic, the impact on the amenity of the area, and the potential health implications. The submissions have been addressed in the report.

The proposed development results in a maximum of 82 children on site as part of the proposed child care centre and approved out of school care. The location of the proposed learning facility is considered appropriate given the proximity to the Stanthorpe State School and the Stanthorpe business area.

The main concern in relation to the development is adequate carparking, and although there is no on-street parking directly in front of the subject property, there is on-street parking within the vicinity.

It is noted that a number of families will be visiting both the school and the childcare centre at the same time, and would only be requiring one parking space for both facilities at that time. As the uses are in proximity, one carparking space can be used to service a number of the uses, i.e. the pre-school, kindergarten, school, out of school care and child care centre. Therefore the usage of carparking spaces do overlap.

While Council's Engineering Services department have indicated that the layout of the on-site carparking complies with the Australian Standard, Council needs to be satisfied that the carparking arrangements are suitable for the proposed development, giving consideration to the surrounding uses.

The design of the proposed building is considered to incorporate some design elements which reflect the existing heritage building, such as brickwork and a gable. Along with the setback from Marsh Street, it is considered that the proposed building will not adversely impact on the streetscape and it is respectful to the existing heritage building.

Subject to Council considering the carparking, the proposed development is recommended for approval subject to conditions.

Options

- Option 1: That Council resolves that the on-site carparking arrangements are acceptable, and adopts the officer's recommendation.
- Option 2: That Council resolves that the on-site carparking arrangements are acceptable, and an alternative suite of conditions is adopted.
- Option 3: That an alternative recommendation, over Options 1 and 2 is adopted.
- Option 4: That the application is refused with reasons.

Recommendation

- A. THAT Council considers the existing and proposed carparking arrangements, taking into account the surrounding educational facilities, the children attending each of the surrounding educational facilities and the operating hours of each facility, and decide if the carparking arrangements will be detrimental to the proposed development.
- B. THAT, if an application for the proposed building works is made within 12 months of this approval, this approval provides Council's pre-lodgement concurrence agency response for building works on the Local Heritage Place (i.e. Lot 903 S1683, Listing number: 736) in accordance with Schedule 7 of the *Sustainable Planning Act 2009*
- C. THAT subject to Council resolving that the carparking concerns will not be detrimental, the application for a Material Change of Use for the purpose of a Child care centre (Extension to existing child care centre - all day child care up to 42 children) on land at 29 Marsh Street, Stanthorpe, described as Lot 903 S1683, Parish of Stanthorpe, County of Bentinck, be approved subject to 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, and subject to the final development being amended in accordance with the conditions of this approval.

Plan Name	Plan No.	Date
Site Plan 1-200	15KOOL, 102SP, DA1	8 June 2015
New Building Floor Plan	15KOOL, 110FP, DA1	7 June 2015
Existing Building Floor Plan	15KOOL, 113FP, DA1	7 June 2015
Elevations	15KOOL, 201EL, DA1	7 June 2015
External perspectives	15KOOL, 423PD, DA1	7 June 2015

Land Use and Planning Controls

2. This approval relates to the child care centre operations only.
3. The maximum number of children being cared for at the Child care centre is not to exceed 82 at any one time. This includes the children being cared for as part of the out of school care.
4. The Child care centre (subject application) and the kindergarten are not to operate conjointly.
5. The development shall generally operate only between the hours of 6.00am to 6.30pm, Mondays to Fridays, and not on Saturdays and Sundays.
6. The maximum number of employees on-site at any one time is six. This includes the business owners.
7. 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.

Building and Site Design

8. The design, colours and materials of the building and pavement are to be in accordance with the residential and heritage character of the area. **Details of the colours of the building and pavement are to be submitted to and approved by the Director Planning and Environment prior to the issue of any Development Permit for Building Work.** The building and pavement are to be constructed in the approved design, colours and materials.
9. A copy of the Certificate of Compliance for Plumbing and Drainage Works is to be provided to Council. (See advisory note below.)
10. A copy of the Form 11 (Certificate of Classification) issued for the building works is to be provided to Council prior to the use commencing. (See advisory note below.)

Amenity and Environmental Controls

11. All wastes are to be suitably collected and disposed of so as not to adversely impact on the environment.
12. Advertising Devices relating to the Child care centre may **only** be erected on the subject land, i.e. Lot 903 S1683. The location, size, type and content of any advertising sign or device located on the land is to be compatible with the 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.
13. 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.
14. 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, or to shine upwards into the night sky.

Fencing, Landscaping and Buffers

15. A screen fence 1.8 metres high shall be erected along the southern and eastern boundaries, to provide visual screening. This screen fencing is to be provided at the developer's cost. This fencing shall reduce in height to be no more than 1.2 metres high forward of the building line.
16. **Details of the proposed fencing are to be submitted to and approved by the Director Planning and Environment prior to the issue of a Development Permit for Building Work.** Fencing is to be provided and maintained in accordance with the approved details.
17. A shade structure is to be erected within the backyard area that is large enough to provide outdoor protection for the children to play. **Details of the shade structure are to be submitted to and approved by the Director Planning and Environment, prior to the issue of a Development Permit for Building Work.**
18. Landscaped areas are to be provided on the site in accordance with Plan No. 15KOOL - 102SP - DA1, dated 8 June 2015, prepared by Nspire Planning and Design.
19. The landscaping within the building setback, to Marsh Street, is to be densely planted.
20. Advanced tree plantings (i.e. minimum height of 1.5 metres at the time of planting) are to be provided as follows:
 - At least two within the building setback from Marsh Street, taking into consideration the electricity lines; and
 - At least one directly to the west of the proposed new child care centre.

The advanced trees are to have open trunks, whereby there are no low branches which could impact on surveillance.
21. **A Landscaping Plan is to be submitted to and approved by the Director Planning and Environment prior to the issue of any Development Permit for Building Work.** The Landscaping Plan must include details of the location and species of plants, the irrigation system and the height and material of fencing. Plants are to be generally frost resistant and drought hardy, and must not include weed species. Root barriers are to be installed around trees that are located within 3 metres of any underground infrastructure. The site is to be landscaped and maintained in accordance with the approved Landscaping Plan.

Car Parking and Vehicle Access

22. The existing vehicle access is to remain and be maintained whenever required.
23. Car parking shall be provided on site in accordance Plan No. 15KOOL - 102SP - DA1, dated 8 June 2015, prepared by Nspire Planning and Design. All car parking, driveway and loading areas shall be constructed, sealed, line marked, drained, laid out and regularly maintained.

Roadworks and Stormwater Drainage

24. 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.
25. 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).
26. Signage must be provided at the vehicular entrance, indicating that pedestrians are not to use this entrance, but are to use the designated pedestrian entrance, located to the south.

Water Supply and Sewerage

27. The new building is to be connected to Council's reticulated water supply system and sewerage system.
28. The proposed dwelling units are to be connected to Council's reticulated water supply system and sewerage system in accordance with the *Queensland Plumbing and Wastewater Code*. A separate water connection (including water meter) is to be provided for each dwelling unit within the development. A separate sewerage connection is to be provided for each dwelling unit.

Operational Works

29. All operational works are to be accepted on-maintenance prior to the use of the land commencing. (See advisory note below.)

Adopted Infrastructure Charges Notice

30. 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 provided to children, applications for licence under the *Food Act 2006* are to be submitted to Council prior to the commencement of provision of food. Applications for Design Approval and Approval to Operate (including applications for licence under the *Food Act 2006*) are to be submitted to and approved by Council for the food premise, prior to the issue of a Development Permit for Building Work.
- (iv) **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.
- (v) **Building Approval is to be obtained** in accordance with the *Sustainable Planning Act 2009* for the proposed building work. 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.**

- (vi) A Development Permit for Operational Works associated with the development must be obtained in accordance with the *Sustainable Planning Act 2009*. This application must be submitted with the following:
- Relevant IDAS Forms;
 - The relevant fee in accordance with Council's Schedule of General Fees and Charges;
 - Design, schedules and specifications for all Operational Works, certified by a Registered Professional Engineer in Queensland (RPEQ);
 - A car parking plan showing the location and dimension of all parking areas, details of the proposed pavement treatment, and full engineering specifications of layout, construction, sealing, drainage and line marking;
 - A Stormwater Management Plan;
 - An Erosion and Sediment Control Plan;

Operational Works shall be subject to a 12 months Defect Liability Period commencing from the day the works are accepted on-maintenance. A bond will be held by Council as security, and refunded following a defect-free inspection at the end of the Defect Liability Period.

Aboriginal Cultural Heritage

- (vii) 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 Infrastructure, Local Government and Planning conditions as a Concurrence agency


Nil.

Attachments

Nil

12.4 Negotiated Decision - Kelris Pty Ltd, Dight Road, Rosenthal Heights

Document Information

 Southern Downs REGIONAL COUNCIL	Report To: General Council Meeting	
	Reporting Officer:	Meeting Date: 23 September 2015
	Senior Planning Officer	File Ref: RC\01549

APPLICANT:	Gary Hayes & Partners Pty Ltd
OWNER:	Kelris Pty Ltd
ADDRESS:	Dight Road, Rosenthal Heights
RPD:	Lot 4 RP199040 and Lot 2 SP260975, Parish of Warwick, County of Merivale
ASSESSMENT AGAINST:	Southern Downs Planning Scheme
ZONE:	Rural residential
PROPOSAL:	Subdivision of 2 lots into 49 lots (Over 8 stages: Stage 1: Lots 1-9; Stage 2: Lots 10-11; Stage 3: Lots 12, 15-18; Stage 4: Lots 21 and 22; Stage 5: 18-20 and 23-32; Stage 6: Lots 13 and 14, 34, and 46-49; Stage 7: Lots 33, 35 and 36, and 44 and 45; and Stage 8: Lots 37-43)
LEVEL OF ASSESSMENT:	Code
SUBMITTERS:	Nil
REFERRALS:	Nil
FILE NUMBER:	RC\01549

Recommendation Summary

THAT the application for a Negotiated Decision, in relation to the Development Permit dated 29 June 2015 for a Subdivision of 2 lots into 49 lots (Over 8 stages: Stage 1: Lots 1-9; Stage 2: Lots 10-11; Stage 3: Lots 12, 15-18; Stage 4: Lots 21 and 22; Stage 5: 18-20 and 23-32; Stage 6: Lots 13 and 14, 34, and 46-49; Stage 7: Lots 33, 35 and 36, and 44 and 45; and Stage 8: Lots 37-43) on land at Dight Road, Rosenthal Heights, described as Lot 4 RP199040 and Lot 2 SP260975, Parish of Warwick, County of Merivale, be approved in part.

Report

Previous Council consideration

A report addressing this application was presented for consideration to the August 2015 General Council meeting. The matter was deferred at the applicant's request.

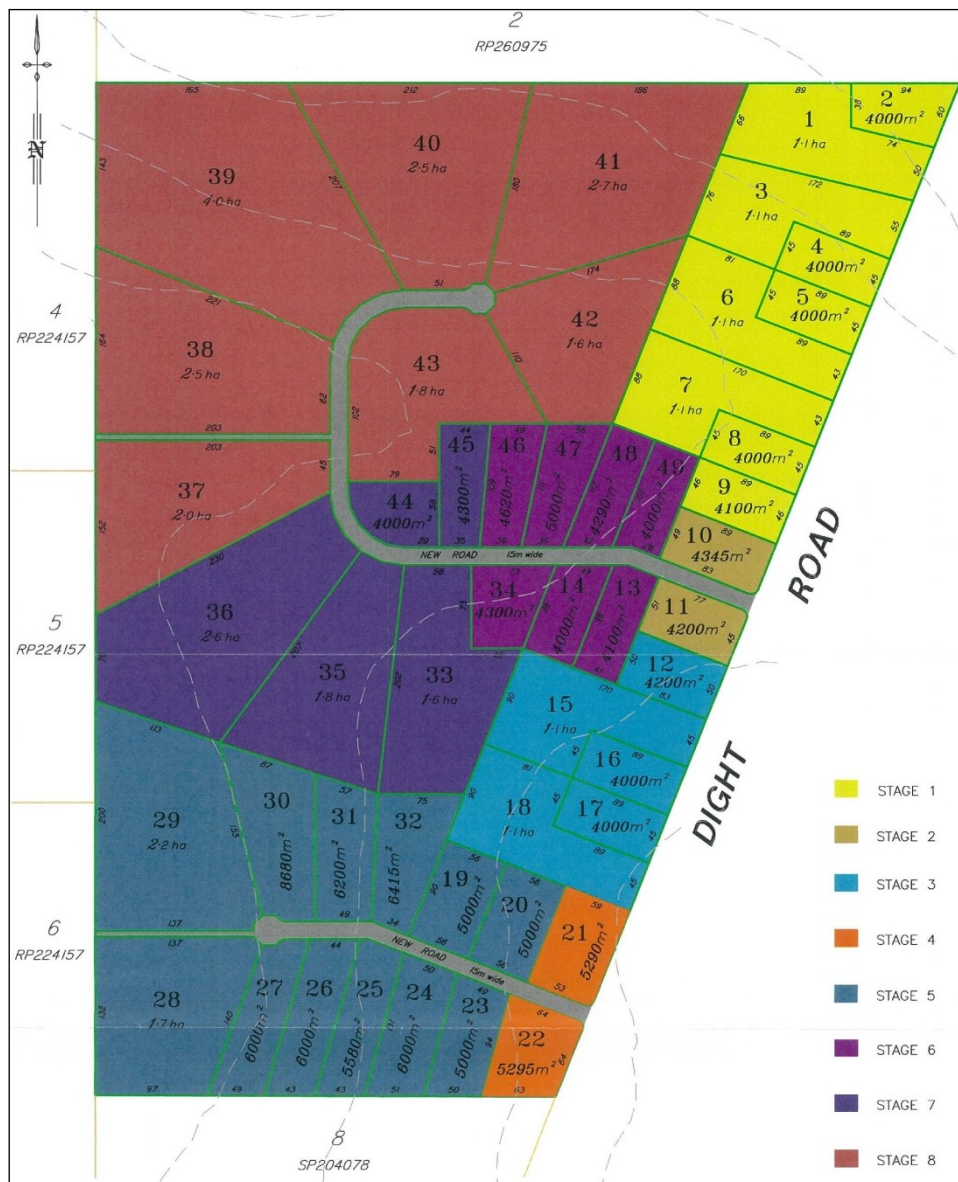
Council's Director Engineering Services, Manager Planning and Development, and Senior Planning Officer met with the applicant and their consultants on 31 August 2015 to discuss the options.

Report

On 29 June 2015 a Development Permit was issued for a Subdivision of 2 lots into 49 lots (Over 8 stages: Stage 1: Lots 1-9; Stage 2: Lots 10-11; Stage 3: Lots 12, 15-18; Stage 4: Lots 21 and 22; Stage 5: 18-20 and 23-32; Stage 6: Lots 13 and 14, 34, and 46-49; Stage 7: Lots 33, 35 and 36, and 44 and 45; and Stage 8: Lots 37-43) by Delegated authority. A request has been received for a Negotiated Decision in relation to this approval.



The approval is to subdivide the two lots into 49 lots, in eight stages.



The applicant has requested Council to review Conditions 8 and 9, relating to the construction standard of the new internal roads and Dight Road.

Conditions 8 and 9

8. *All roads within the development are to be constructed in asphaltic concrete/bitumen seal, and such works are to include mountable kerbing and channelling, stormwater drainage, street tree planting and the top dressing of footpaths with good quality top soil. New roads are to be a minimum of 15 metres wide with a minimum sealed carriageway width of 6.5 metres.*

For the frontage of proposed Lots 33 and 35-43, a concrete edge strip may be satisfactory subject to an assessment of stormwater and drainage impacts and information being submitted for approval. Such information is to be prepared by a Registered Professional Engineer of Queensland (RPEQ), with the Operational works application and must demonstrate that the road construction and overland drainage will not be compromised without kerb and channel on the frontage of these lots.

9. *Sealed road widening of Dight Road, for the full frontage of the site, and to the intersection with Warner Street, is to occur to achieve a sealed pavement width of at least 5.5 metres, including stormwater drainage. The works completed along the frontage of the site is to include mountable kerbing and channelling, stormwater drainage, street tree planting and the top dressing of footpaths with good quality top soil.*

The applicant's consultant provided the following initial justification:

We are seeking an amendment to Conditions 8 and 9 to allow alternative engineering design for the storm water treatment throughout this development. We are specifically asking that the requirements for kerb and channelling be deleted to allow us to explore alternatives, such as concrete road edging and open swale drains.

As discussed in our previous meetings with you, we feel that this may be a more suitable alternative for the rural environment that this development is in, and would also decrease the burden on Council for long term replacement of unnecessary storm water infrastructure.

Following the meeting held with Council officers on 31 August 2015, the applicant's consultant has provided the following additional justification:

We note that the Reconfigure a lot code in the rural residential zone requires sealed roads with kerb and channel but allows for concrete edge strips on larger lots. The Rural residential zone code states that a high standard of urban infrastructure is available and that all uses are served with infrastructure including, stormwater drainage and sealed roads with kerb and channel where required.

The proposal seeks to investigate a stormwater management plan that provides a high standard of urban infrastructure and responds to the environmental features and topographical features of the site.

Our preliminary advice from consultant engineers is that an alternative stormwater treatment including concrete edge beams for the full length of the internal cul de sacs is suited to this site. The development is suited to this type of treatment due to the variety of large lots with gently sloping topography of the land and resulting low stormwater runoff velocities. The size of the lots provide capacity for on-site stormwater discharge where non-worsening of stormwater flows to adjoining properties can be demonstrated through the provisions of a stormwater management plan prepared by a RPEQ. We acknowledge Council's requirements to provide kerb and channel at the Dight Road frontage due to higher traffic volumes.

The use of existing flow paths, promote natural processes such as infiltration to minimise stormwater concentration and discharging from the site. Grassed open swale drains will be designed so they can be easily maintained by a slasher. At the Operational Works application stage, we will demonstrate compliance with Council's stormwater management requirements.

We also feel the amenity and character of this development will be enhanced by a high standard of design that respects the natural features of the site, including topography. As this treatment will be only within the cul de sacs, this streetscape will be quarantined internally to this development.

In the longer term, we feel the use of edge beams and swale drains will be a more cost-effective and efficient solution for the site, and avoid the use of unnecessary underground stormwater infrastructure that requires future council maintenance.

The extent of the stormwater treatment required has yet to be calculated and we are seeking Council's agreement to support alternative solutions so the most cost effective and practical solution can be explored.

The Planning Scheme specifically details that lots which are created within the Rural residential zone, with an area less than 1.5 hectares, require kerb and channel. The original conditions are worded to comply with the Planning Scheme, such that the lots which exceed 1.5 hectares only require frontage to a concrete edge strip, i.e. Lots 33, and 35-43.

The lots which have frontage to Dight Road range from 4,000 square metres to 1.1 hectares, and are therefore all well below the 1.5 hectares stipulated in the Planning Scheme which may be suitable for a concrete edge strip. The applicant has now agreed that kerb and channel should be provided along the Dight Road frontage. Therefore, Condition 9 should remain unchanged.

The purpose of the Rural residential zone code specifically states that:

- (a) Rural residential areas provide a liveable residential environment through the consistency of land uses, design quality and built form character.*
- (b) Rural residential areas form distinct, recognisable neighbourhoods adjoining urban areas with reasonable proximity to a comprehensive range of community services and suitable buffering from rural areas.*
- (e) Rural residential development is well serviced with sealed access road with kerb and channel where required, stormwater drainage, garbage collection and reticulated water supply.*

This area is going to be subject to rural residential growth. The Manager Planning and Development has indicated that it could be suitable for the cul-de-sac's to be provided with an open swale drain and concrete edge strip, as there is no through traffic, and the amount of traffic is limited.

The applicant has not provided any further engineering designs, and has indicated that such information will be supplied as part of the Operational works application.

Condition 8 should be amended as follows:

8. *All roads within the development are to be constructed in asphaltic concrete/bitumen seal, and such works are to include mountable kerbing and channelling, stormwater drainage, street tree planting and the top dressing of footpaths with good quality top soil. New roads are to be a minimum of 15 metres wide with a minimum sealed carriageway width of 6.5 metres.*

~~Subject For the frontage of proposed Lots 33 and 35-43, a concrete edge strip may be satisfactory subject~~ to an assessment of stormwater and drainage impacts and information being submitted for approval, ~~a concrete edge strip and swale drains may be considered appropriate for the two internal cul-de-sacs.~~ Such information is to be prepared by a Registered Professional Engineer of Queensland (RPEQ), with the Operational works application and must demonstrate that the road construction and overland drainage will not be compromised without kerb and channel on the frontage of these lots.

Conclusion

The subdivision of the property into 49 lots is consistent with the Planning Scheme, however it is required that lots within the Rural residential zone are provided with kerb and channel, except where the lots have an area exceeding 1.5 hectares.

The existing conditions allow for concrete edge strips within the internal road, where the lots exceed 1.5 hectares in size.

As previously detailed, the lots which have frontage to Dight Road range from 4,000 square metres to 1.1 hectares, and are therefore all well below the 1.5 hectares stipulated in the Planning Scheme.

Given that the application is for a subdivision, and there is potential for significant subdivision in the area, it is considered appropriate for the development to be provided with all requirements stipulated in the Planning Scheme. It should not be the responsibility of the Council to construct the infrastructure at a later stage, when the area is further developed.

At no stage has the applicant provided an engineering designed alternative for Council to consider.

Therefore the request for a negotiated decision is recommended for refusal.

Options

Option 1: That the officer's recommendation is adopted.

Option 2: That an alternative recommendation, over Option 1 is adopted.

Option 3: That the application is refused with reasons.

Recommendation

- A. THAT the request for a Negotiated Decision, in relation to the Development Permit dated 29 June 2015 for a Subdivision of 2 lots into 49 lots (Over 8 stages: Stage 1: Lots 1-9; Stage 2: Lots 10-11; Stage 3: Lots 12, 15-18; Stage 4: Lots 21 and 22; Stage 5: 18-20 and 23-32; Stage 6: Lots 13 and 14, 34, and 46-49; Stage 7: Lots 33, 35 and 36, and 44 and 45; and Stage 8: Lots 37-43) on land at Dight Road, Rosenthal Heights, described as Lot 4 RP199040 and Lot 2 SP260975, Parish of Warwick, County of Merivale, be refused in part for the following reasons:

The Planning Scheme specifically details that lots which are created within the Rural residential zone, with an area less than 1.5 hectares, require kerb and channel.

The lots which have frontage to Dight Road range from 4,000 square metres to 1.1 hectares, and are therefore all well below the 1.5 hectares stipulated in the Planning Scheme which may be suitable for a concrete edge strip. The applicant has now agreed that kerb and channel should be provided along the Dight Road frontage. Therefore, Condition 9 should remain unchanged.


- B. THAT Condition 8 be amended as follows:

8. All roads within the development are to be constructed in asphaltic concrete/bitumen seal, and such works are to include mountable kerbing and channelling, stormwater drainage, street tree planting and the top dressing of footpaths with good quality top soil. New roads are to be a minimum of 15 metres wide with a minimum sealed carriageway width of 6.5 metres.

~~Subject For the frontage of proposed Lots 33 and 35-43, a concrete edge strip may be satisfactory—subject~~ to an assessment of stormwater and drainage impacts and information being submitted for approval, ~~a concrete edge strip and swale drains (instead of the provision of kerb and channel) may be considered appropriate for the two internal cul-de-sacs.~~ Such information is to be prepared by a Registered Professional Engineer of Queensland (RPEQ), with the Operational works application and must demonstrate that the road construction and overland drainage will not be compromised without kerb and channel on the frontage of these lots.

12.5 Emu Swamp Dam: Request for funding from Emu Swamp Irrigators

Document Information

 Southern Downs REGIONAL COUNCIL	Report To: General Council Meeting	
	Reporting Officer:	Meeting Date: 23 September 2015
	Manager Planning & Development	File Ref: 2539929

Recommendation

THAT Council consider Option 1 and Option 2 in response to correspondence from the Stanthorpe Community Reference Panel.

Report

In a letter dated 12 August 2015 to Department of State Development, the Stanthorpe Community Reference Panel on behalf of the Emu Swamp Irrigators highlighted the need to progress a business case for the Emu Swamp Dam project. The Emu Swamp Irrigators (ESI) considers its key stakeholders in this project to be:

- (i) The Project Control Group (PCG), representing State Government interests; and
- (ii) The Southern Downs Regional Council, representing its residents and businesses.

In reconfirming its commitment to the Emu Swamp Dam project, ESI raised concern about the accuracy of a recent "Irrigators survey" as conducted by Council. To address this concern, and to build a funding business case for the project, ESI engaged consulting firm Jacobs, and allocated \$55,000 to develop such a funding business case, with the following aims:

To determine:

- (i) The cost of water allocations (*"the customers' necessary capital contributions or the options"*); allowing ESI confidence in estimated annual water charges;

To provide:

- (ii) A detailed and informed response to commercial questions regarding volume of water allocations irrigators will purchase at various price points; and
- (iii) An appropriate business plan that can be taken to funding partners such as the Federal Government to enable the necessary funds to be raised.

To ensure all stakeholders own this business case, the ESI invited financial contributions from both PCG and Council, as the stakeholders see fit. A contribution of \$10,000 from Council was identified as an indicative amount.

Jacobs submitted a project proposal, detailing the scope of work, for the Emu Swamp Dam Business Case, on 31 August 2015 to the Stanthorpe Community Reference Panel. Following this proposal, the Stanthorpe Community Reference Panel confirmed to Council in a letter dated 2 September 2015 that it would be funding the total project cost of \$55,000, however a contribution from Council would be welcomed, as well as the participation of officers.

Since July 1980 the Southern Downs Regional Council and its predecessor, Stanthorpe Shire Council, has expended in excess of \$3,500,000 (excluding GST) on investigations, studies and reports by consultants and specialist firms to progress the Emu Swamp Dam project. This level of expenditure excludes Council officers' professional time to review report and make recommendations to Council on the work done by consultants. A total of 64 different studies and reports have been developed over this period.

Council needs to consider a financial contribution to the preparation of the business case to progress the project. Council also needs to consider the in-kind contribution of officers time and expertise to the project.

Budget Implications

Council allocated an amount of \$20,000 in the 2015/16 budget to fund activities related to the Emu Swamp Dam project. If Council adopts Option 1, \$10,000 of funds allocated to the Emu Swamp Dam project in the 2015/16 budget will be used to cover this contribution.

Policy Consideration

Southern Downs Community Plan 2030: In The Environmentally Sustainable Southern Downs, Goal 6.2 "Develop a reliable water supply for the southern end of the Southern Downs to support expected growth in population and industry".

Community Engagement

Council officers have been involved in direct community consultation with landowners impacted by the proposed Community Infrastructure Designation over the "footprint" and buffer zone area of Emu Swamp Dam.

Legislation/Local Law

Nil

Options

Option 1:

Council resolve to:

- (i) Make a contribution of \$10,000 to the study out of the budget allocation for Emu Swamp Dam project; and
- (ii) Consult with the Stanthorpe Community Reference Panel and Jacobs to have technical input into the terms and reference and preparation of the Emu Swamp Dam Business Case.

Option 2:

Council resolve not to make a contribution.

Attachments

- 1. Letter to Department State Development [View](#)
- 2. Jacobs Proposal - Final [View](#)
- 3. Letter to Jacobs [View](#)

STANTHORPE COMMUNITY REFERENCE PANEL

*c/o The Secretary
144 Schumann Lane
THULIMBAH QLD 4376*

12 August 2015

Kristian Rose
Department State Development
Email: Kristian.Rose@dsd.qld.gov.au

Dear Kristian

The Emu Swamp Irrigators (ESI) recently met to discuss how best to progress the Emu Swamp Dam Project.

The ESI's primary aim is to progress the Project with the full support of our key stakeholders. The ESI consider the key stakeholders to be:

- The Project Control Group (PCG), as representing the interests of the State Government
- Southern Downs Regional Council (SDRC), as representing the residents and businesses of the Southern Downs

The ESI resolved that the project needs momentum and that there is an opportunity now, with Australian Government funding recently announced, to prepare a business case with view to securing that funding.

The ESI want the PCG and SDRC to come with them on this journey. Given that council is under financial pressure, the committee resolved to fund a consultancy to prepare this business case. The ESI also resolved that the consultant must work with the PCG and SDRC expeditiously to finalise the scope. The ESI seeks your support and genuine buy-in. Without the business case we cannot know the cost of the water allocations (the customers' necessary capital contribution or the options) and the ESI cannot be confident in the estimated annual water charges. With a business case prepared by an experienced water pricing consultant, the ESI can.

Once the ESI have an advanced draft of the business case, the ESI's members and the customer base will be able to provide a detailed and informed response to commercial questions about the volume of water allocations they will purchase at various price points. The ESI believe that the business case must be done as the most important next step to determine these key pricing and funding options.

The ESI will engage the consulting firm of Jacobs to help the PCG deliver an appropriate business plan that can be taken to funding partners such as the Federal Government to enable the necessary funds to be raised. The ESI have approved sufficient funds to cover the total amount negotiated between the ESI and Jacobs. They have instructed Jacobs to collaborate with the PCG to develop the appropriate brief so that all stakeholders can adopt the final document and so that all stakeholders can own the document.

STANTHORPE COMMUNITY REFERENCE PANEL

The ESI are committed to this project and are keen to have the project commenced ASAP and will begin their engagement with Jacobs by mid-August in an attempt to accelerate the outcome. They are concerned that the recent survey of potential Irrigator clients of ESD, conducted by the SDRC, will not deliver an accurate account or position on Irrigators that are interested in water and will use the independent consultancy to introduce some rigour into this process. It is necessary that this stage be given this extra scrutiny so that the information collected is as accurate as possible. The ESI believe that this is the fundamental and base data needed to finalise the business case, noting that such commitments cannot be made by potential customers in the absence of the information a professionally prepared business case will provide.

The ESI believe that it is important that the key stakeholders – the PCG and SDRC – have as much ownership of the business case as possible. Accordingly, the ESI invite you to contribute funds as you see fit. Any such contribution (eg \$10,000.00 from SDRC and from one or more agencies on the PCG) would be seen as an act of support, and the ESI would welcome and appreciate such a gesture. The ESI also consider it important that your contribution be recognised by means of allowing logos on the document. This would also demonstrate your support.

The ESI would like to thank and congratulate the PCG for their professional approach to this project and are keen to begin the next stage of this journey.

Yours sincerely

V Pennisi

Cr Vic Pennisi GAICD
Chairman Stanthorpe Community Reference Panel

Cc: David Keenan
Craig Rutledge
Justin Heaven
Rod Strahan



31 August 2015

**Mr Stephen Tancred
Chairman
Stanthorpe Community Reference Panel (Incorporated)
PO Box 236
Stanthorpe QLD 4380**

Proposal - Emu Swamp Dam - Business Case

Dear Stephen

As discussed the meeting with Emu Swamp Irrigators (ESI) on Saturday 29 August 2015, we are pleased to present Jacobs' (our) final proposal to prepare a funding business case for the Emu Swamp Dam Project (the project).

We thank you and the ESI for requesting this proposal and agreeing to fund the development of a funding business case. Our offer is a fixed cost of \$55,000 (incl. GST).

We look forward to working collaboratively with the ESI and stakeholders, including:

- **the Stanthorpe Community Reference Panel (SCRP)**
- **The appropriate officers of the Southern Downs Regional Council (SDRC)**
- **the Project Control Group (PCG).**

Our knowledge of the project and our understanding of water economics, water pricing, financial modelling and developing business cases should serve you well in this project.

Please consider engaging us directly using our standard terms and conditions or via Local Buy as we are prequalified for Engineering Consultancy Services (BUS226-0212) (see www.localbuy.net.au).

If you agree to the proposal, please advise me via email, send us a purchase order and we can start immediately.

Please feel free to call me on my mobile at any time 0488 444 973.

Yours sincerely

**Angus MacDonald
Principal Economist**

**32 Cordella Street
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South Brisbane QLD 4101 Australia
T +61 7 3026 7100
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www.jacobs.com**

Jacobs Group (Australia) Pty Limited ABN 37 001 024 085



31 August 2015

ATTACHMENT 1 – CONSULTANCY PROPOSAL

The following is a short-form Jacobs' proposal to prepare a funding business case for the Emu Swamp Dam Project (the project).

1.1 Scope

This consultancy is to develop a funding business case suitable to secure funding from the Australian Government.

In delivering the scope we intend to meet the goals of the SDRC, SCRP and the PCG which include advice on the project's viability, water allocation pricing, annual water charges and a funding strategy.

We will work collaboratively with the stakeholders mentioned in the cover letter including the appropriate officers of the SDRC, PCG, SCRP and its ESI sub-committee.

1.2 Key Inputs

- Trevor Sergeant's preliminary business case on irrigation for the Coordinator General as part of obtaining the EIS approvals to date.
- John Switkala's preliminary business on the urban component for the Coordinator General as part of obtaining the EIS approvals to date.
- Water allocation volumes and value: The Queensland Government offered unallocated water which stand at: Urban 1,600 ML and Irrigation 3,000 ML. However, the current EIS is based on: Urban 750 ML and Irrigation 1,740 ML.
- Other data / documents provided by the client, SDRC and the PCG.

1.3 Method

In summary, to deliver the scope we propose to adopt the following method (activities):

1. Provide this draft proposal to the ESI for comment and meet with them to finalise the scope at our Kick-off meeting.
2. Provide the client with a brief 'Client Expectations Survey' to ensure that we understand what the client wants and how it will measure the success of the consultancy. If requested by the client, we will also provide a 'Stakeholder Expectations Survey' to the appropriate officers of the SDRC and Kristian Rose, Chair of the PCG.
3. Review in detail and identify the key components of the successful Tasmanian Irrigation funding bids to the Australian Government and any other recent successful alternative bid.
4. Review the available information including relevant previously completed work on this project.
5. Consider scenarios previously developed (by SKM). Work with client project manager to refine the scenarios involving various levels of capital and grant funding.
6. Identify information strengths and weaknesses. Develop a data request for the PCG and/or SDRC to assist with filling those gaps which will:
 - a. Summarise our observations about past work, where relevant to moving forward
 - b. Identify data gaps in terms of this scope (developing a funding business case)
 - c. Include our data requests (to the client and relevant stakeholders).



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7. Work with DNRM to value the unallocated water without the project. Seek support to value customer payment for water allocations as the customers' capital contribution to the project.
8. Consider the concept of 'level of disadvantage' and the 'Building Stronger Regions Fund' as part of developing the business case. The Australian Government assesses the level of disadvantage and may consider that relevant to the level of funding provided. We will use analysis done previously on the impact of the project on Stanthorpe, Southern Downs Regional Council and beyond.
9. Review data received in response to our data requests.
10. Start drafting the business case including, but not limited to:
 - a. Key assumptions including: discount rate (i.e. weighted average cost of capital), asset lives, duration of financial model, water allocation volumes, water use.
 - b. Consider alternative hydrology, water allocation priority and HUF models.
 - c. We will review stakeholders' views on return on capital.
 - d. We will consider how to treat existing water entitlement holders (water harvesting and area-based water licences) impacted / inundated by the project. For example, will these entitlement holders continue to hold water licences or will they hold water allocations in Emu Swamp Dam. Will they pay a one-off capital contribution for the water allocation? Will they pay annual water charges?
 - e. Identifying key risks and governance options for ownership and operation of the scheme, once established at a high-level.
 - f. Develop a budget for ongoing operating expenditure (opex)
 - g. Develop a capex budget based on past work by Jacobs (we will not update capex estimates as this engineering design and costing work could cost >\$100,000, and should be funded as part of the project's capital costs at a later stage)
 - h. Funding options and recourse to finance under various risk scenarios
 - i. How provision for future renewal and maintenance of the scheme will be ensured
 - j. Water pricing, Water trading, and Termination fees
 - k. Required customer (e.g. irrigator and SDRC) capital contributions / one-off payments for water allocations
 - l. Required balance of funding from Queensland and Australian Governments.
11. Build a pricing model including:
 - a. Key assumptions (refer above): water allocations and water use provided by the client, option to vary the cost allocation base as part of sensitivity analysis.
 - b. Costs (capex and opex) (refer above).
 - c. One-off value / price for water allocations (per status quo reliabilities) – this may include options.



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- d. Annual water charges including recommended cost-reflective Part A (fixed per unit of water allocation) and Part B (variable per unit of water use) – estimates of revenue.
 - e. Termination fees to protect the scheme from the permanent exit of water allocations.
 - f. Options including fully commercial return for private sector investment (upper bound) or meeting costs including costs of debt (lower bound).
 - g. We may propose a renewals annuity approach to fund future non-routine maintenance or major capex (as for SunWater Irrigation pricing) rather than depreciation.
 - h. We will conduct sensitivity analysis on key assumptions including WACC.
12. Incorporate model outputs in business case. Including funding options, strategy and recommendation.
13. Technical review of the model by Hresh Devaser and of the business case by Darron Cook
14. Consult face-to-face with key stakeholders on the draft business case and pricing model.
- a. ESI and SCRP
 - b. PCG including SDRC
15. Incorporate responses from key stakeholders and finalise the model and business case, including recommendations for the quantity of funding needed and sources.
16. Send ESI the summary sheets for discussion with Irrigators.
17. Consult face-to-face with key stakeholders on the draft final business case:
- a. *State funding:* In Brisbane, for example, DSD, Treasury, DNRM and potentially Queensland Treasury Corporation.
 - b. *Convincing support:* Prior to the meeting below, ESI will need to talk to Irrigators (e.g. 25 Irrigators) prior to the meeting.
 - c. *Presentation in Stanthorpe:* Present to Irrigators in one additional open meeting (e.g. Stanthorpe), with a handout seeking an expression of support. Irrigators can respond and submit the form confidentially at the end of the meeting. This is to start documenting levels of support, for inclusion in the business case.
 - d. *Following up / locking in support:* Stephen Tancred and ESI members will follow up and talk to Irrigators to elicit responses from non-respondents via phone (approx. 10-15 minutes per phone call). This is to finalise documenting levels of support, for inclusion in the business case.
18. Incorporate responses in a final funding business case. The client may wish to present the funding business case to relevant Ministers and/or Queensland Government and Australian Government agencies as part of a funding application for the project.
19. Seek the client's feedback on our performance, which will be based on the client's response to our 'Client Expectations Survey' provided at the start of this project. If requested by the client, we will also ask key stakeholders to respond to a brief survey about our performance, compared with their expectations, if these were provided at project kick-off.



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1.4 Exclusions

This consultancy does not include:

- Tax advice and legal advice.
- Determining the volumes of water allocations and water use – the client will provide this data.
- Developing the asset value to be used for pricing purposes, that is, we will not update the estimated capital cost of delivering the project. We will use information provided by the client.
- Developing detailed opex for pricing purposes. We will use the latest information provided by the client, but will use our judgement to make estimates based on discussions and data provided by key stakeholders (e.g. SDRC).
- We will not provide a list of the existing approvals obtained, and nor will we provide a list of the approvals yet to be obtained. We will not estimate the cost of obtaining those approvals. The client will provide us with this information, which we will include in the pricing model.
- We will not develop key pricing assumptions such as: capital structure; cost of debt; expected return on equity; and other inputs to and the resulting weighted average cost of capital (WACC). SDRC or the PCG should obtain these from the Queensland Treasury Corporation for SDRC. We will guide the client on reasonable assumptions, but will not do the detailed estimate.
- We will not develop input/output, or partial or CGE modelling on broader economic benefits of the project. Rather, we will use economic estimates generated previously for the project. [However, the ESI has requested that we consider Trevor's work and update it cost-effectively if possible.]
- This quote excludes the cost of us conducting telephone or face-to-face interviews with potential customers. We will use and maintain the confidentiality of the results from the previous (about 90) interviews conducted by Trevor Sergeant.
- This quote excludes the cost of us traveling to Canberra to consult with Infrastructure Australia, Department of the Environment and relevant Ministers.

If any of the above items are needed by the client, we will provide an estimate of costs to do so.

1.5 Deliverables

Face-to-face kick-off meeting with Emu Swamp Irrigators to finalise scope

- Data request to fill identified gaps to client, SDRC and/or PCG as needed
- Draft and final pricing model
- Draft and final Business Case suitable to provide to the Australian Government
- A presentation in Stanthorpe to client on the draft model and business case
- A presentation in Warwick to PCG on the draft model and business case
- A presentation in Brisbane to DSD and, for example, Queensland Treasury, DNRm and QTC
- A presentation to Irrigators to lock-in support.

1.6 Key messages

Key messages in the business case may include:

1. The project may generate relatively costly water but the benefits exceed the costs. That is, reasons why this is a sound economic investment for customers and government. Outline the nature of the positive economic and social opportunity for the region, based on previous work. We will do this in a clear and simple manner.



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2. Economies of scale – consider stand-alone urban vs combined irrigation and urban versions of the project and consider:

- What are the advantages and disadvantages of each model?
- What the economies of scale are and the cost savings?
- Does including irrigation reduce the overall cost for SDRC? That is, address the view that a stand-alone urban water scheme would be much easier to deliver and the water would be less expensive. Test the notion that the irrigation components make the project more expensive and riskier to deliver.

1.7 Team

Our team will include the key following people (CVs attached separately).

Name	Role in project
Angus MacDonald	Project Manager – lead modeller, author of draft and final business case, and consultation.
Scott Abbey	Project Director – Project governance / oversight. Lead hydrology components.
Robert Speed	Specialist- Risk, governance, water planning elements of business case.
Geoff Kavanagh	Specialist- Assessment of viability from grower's perspective. Sense check outputs from the model (e.g. comparison with water trading values in Queensland).
Damon Cook	Business case technical review
Hireesh Devesar	Pricing model quality assurance
Felon Lawrence	Quality assurance of business case and PowerPoint presentations.

1.8 Schedule / Timing of activities

The follow table summarises the key activities and estimated timing.

2015	Summary of key activities
Early to mid-September	Kick-off, project plan, review existing data and develop data request.
Late September / early October	Draft business case and draft pricing model. Consult with client and PCG.
October / mid-November	Finalise pricing model and business case. Consult with key stakeholders in Brisbane. Consult with irrigators to lock-in support.

1.9 Costs

The following tables summarise the cost of this consultancy.

Item	\$ (ex GST)	\$ (incl. GST)
Consulting Costs	47,440	52,184
Expenses	2,560	2,816
Total	50,000	55,000

1.10 Milestone Payments

The following table summarises the proposed milestone payments and estimated timing of invoices.

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Phases	Summary of key activities	Hours	Milestone payments by client (incl. GST)	Approx. timing of invoice
September	Upon delivery of draft business case and draft pricing model. Consultation with client and PCG.	152	\$28,751	9-Oct-16 or within a week of providing the draft model and draft business case
October	Upon delivery of final pricing model and final business case.	128	\$25,249	8-Nov-16 or within a week of project completion
Total		281	\$54,000	

1.11 Contract terms

We recommend that the client engages us directly using our standard terms and conditions.

STANTHORPE COMMUNITY REFERENCE PANEL Inc.

*c/o The Secretary
144 Schumann Lane
THULIMBAH QLD 4376*

2 September 2015

Mr David Keenan
Southern Downs Regional Council
PO Box 26
Warwick Q4370

Dear David

Last night the Stanthorpe Community Reference Panel met and considered the consultancy proposal from Jacobs, to prepare a Business Case for the Emu Swamp Dam project.

The following motion was passed;

"The SCRP adopt the proposal from Jacobs to conduct a consultancy to prepare a Business Case Study for the Emu Swamp Dam and engage them if appropriate support is received from the PCG after Wednesday 16 September."

It was accepted in the form that had final edits from you yesterday.

I will today advise Kristian Rose of the Emu Swamp Dam project Control Group of the Panel's acceptance and willingness to fund the full \$55,000 cost of the study.

When completed the business case study will inform us if the "numbers stack up", what the prices will be that irrigators will be required to pay and allow us to seek firm commitments from potential water users. It will be an important document that the SDRC can use to request funds from the State and Federal Governments.

The SDRC is the proponent of the dam and the SCRP is funding the business case to help them advance the project for both urban and irrigation water supply. This is certainly a good news story and would you advise the Mayor that after the 16th September there will be an opportunity for a positive press release from the SDRC/ PCG/SCRP?

I can also advise that after the ordinary meeting of the Panel we had our AGM and elections, with Deputy Mayor Ross Bartley in the chair. The elected Executive is;

Chairman	Stephen Tancred	Horticultural Consultant with Orchard Services
Deputy Chair	Ian Henderson	Principal of Australian Vinegar
Treasurer	Steve Tremellen	Principal of C and A Accounting
Secretary	Amanda Harrold	Stanthorpe Chamber of Commerce


We think this is a good cross section of the Stanthorpe business and community interests and we look forward to continuing to work constructively with the SDRC and PCG to advance the dam.

Best regards

Stephen Tancred, CPAg

12.6 Overflow Policy for Camping in the Southern Downs Region

Document Information

 Southern Downs REGIONAL COUNCIL	Report To: General Council Meeting	
	Reporting Officer:	Meeting Date: 23 September 2015
	Senior Environmental Health Officer	File Ref: N/A

Recommendation

THAT Council adopt the content of the Overflow Policy for Camping in the Southern Downs Region, and work is undertaken to finalise the policy in accordance with Council's 'Guideline for the formation and review of Policies' (Guideline Number PL-GV069).

Report

The Regional Camping Stakeholder Group (RCSG) has been meeting since October 2014 to investigate, develop and then recommend a plan of action on how Southern Downs would deal with issues around RV friendly status and non commercial camping in the region. The *Queensland Camping Options Toolkit* was used as a guide for the work undertaken by this Group.

A summary of the RCSG's work was presented to the General Council Meeting on 26 August 2015. This covered both an Overflow Policy and Low Cost Camping Options for the Southern Downs. At this meeting, Council adopted an option for low cost camping. For the Overflow Policy, the following resolution was made:

THAT Council receive the Overflow Policy for Camping in the Southern Downs Region developed by the Regional Camping Stakeholder Group and reconsider the Policy at the September 2015 General Council Meeting, which may include deletion of items 9, 10 and 11 from the Policy.

These items are listed below, in addition to further information explaining each of the items. The full Overflow Policy is in Attachment 1.

9. Council does not favour the use of the overflow areas over privately operated caravan parks in the area and will actively promote private parks as an alternative camping option to the overflow sites through:

(a) The Destination Southern Downs Visitor Information Centres; and

(b) Information provided from phone or online enquiries to Council's administration office.

The purpose of the Overflow Policy is to provide overflow facilities within Southern Downs Region that will accommodate an additional number of camping tourists when commercial caravan parks are operating at capacity.

Item 9 is intended to provide further clarity to this purpose, in particular that overflow areas will not take precedence over privately operated caravan parks, but instead will operate in conjunction with the privately operated caravan parks when they are at capacity. Therefore, privately owned caravan parks will continue to be promoted (as they currently are) as an option for visitors to the

Southern Downs region through Destination Southern Downs Visitor Information Centres (VICs), its website and social media pages, and through Council.

10. Referrals, bookings, stays and payments are to be handled by the Visitor Information Centres of Southern Downs. (If an agreed arrangement can be formed) or through an arrangement with a commercial caravan park.

Destination Southern Downs Visitor Information Centres (VICs) were suggested as an option to take bookings for overflow facilities, as it will allow the VICs to generate an extra income stream, and also provide an easy experience for potential users of the overflow facilities to have a one-stop location where they can make a booking for any operating overflow facility.

In discussions prior, Manager Planning and Development and senior staff at the Destination Southern Downs agreed to the option for the VICs to be involved in the booking process for overflow facilities. Systems and procedures are in place to accept such bookings, and the VICs already accept bookings for several other activities. Concern has been raised that the limited opening hours of the VICs may cause some limitations to this booking service. It is anticipated the opening of any overflow facilities will be known well in advance of the event (for example, existing overflow facilities for the Apple and Grape and Warwick Rodeo are organised several weeks before the event), allowing plenty of time for potential users to make their bookings. Alternatively, an on-line system will be investigated with the VICs, allowing visitors to specific events to make a booking at any time of the day or night without the VICs being open.

It is important to note that any final details of this arrangement will need to be confirmed once the Overflow Policy is formalised and adopted.

11. Fees for camping at overflow facilities on Local Government controlled land shall be determined in accordance with Council's annual schedule of fees and charges and are to be collected and retained by Council, except where other existing overflow arrangements are in place.

It is intended that Council will need to set the fees for camping on any Local Government controlled land, to ensure the fees are adequate to cover the cost of running the overflow facility, for example, mowing, water, power, extra amenities and repairs to potential damage to the lawn or existing infrastructure. In addition, a commission is to be paid to the VICs for any such bookings made on Council's behalf.

For overflow facilities to be run on private land (for example by a sporting club or school), it is the intention of the Overflow Policy for the fees to be set by the private organisations running the facility, and funds raised by these organisations be used as they wish.

Budget Implications

There are no additional budget implications from those presented in the report to the General Council Meeting on 26 August 2015.

Policy Consideration

Community Plan 2030

5.1 Market and cross-promote the whole region as a place to visit and stay.

5.16 Increase the use and quality of interpretive signage.

Operational Plan 2015-16

Continue to provide interest group forums including general Development Assessment, Tourism, Economic Development, and Agribusiness.

Community Engagement

The RCSG has met every two months since October 2014. The group has representatives from the travelling public, the region's commercial caravan park operators and the two Chambers of Commerce.

Council's Manager Planning and Development has discussed the option of using Visitor Information Centres for taking bookings for overflow facilities with staff at the VICs.

Legislation/Local Law

There are no additional legislative requirements from those presented in the report to the General Council Meeting on 26 August 2015.

Options

1. That Council adopt the content of the Overflow Policy for Camping in the Southern Downs Region, and work is undertaken to finalise the policy in accordance with Council's 'Guideline for the formation and review of Policies' (Guideline Number PL-GV069).
2. That Council refuse to adopt the Overflow Policy for Camping in the Southern Downs Region.

Attachments

1. Overflow Policy for Camping in the Southern Downs Region [View](#)

Overflow Policy for Camping in the Southern Downs Region

1) Purpose

The purpose of this policy is to provide overflow facilities within Southern Downs Region that will accommodate additional numbers of camping tourists when commercial caravan parks are operating at capacity.

This policy will ensure that the operation of overflow sites/facilities within the local government area complies with legislative requirements. Also, it will ensure a consistency of regulation so that all overflow site/facilities operate and meet an agreed minimum standard, and will ensure the operation of overflow sites/facilities does not impact on the viability of commercial facilities.

An 'overflow area' is an area that has been applied for and granted permission by council to act as an area to allow camping when commercial parks are at capacity. The sites must meet councils agreed minimum standard and their operation will not impact the viability of permanent facilities.

2) Legislation

Land Act 1994

Queensland Caravan Park Policy (PUX/901/102 version 3)

Secondary Use of Trust Land (PUX/901/209 version 5)

Southern Downs Planning Scheme, 2012

Work Health and Safety Act 2011

Local Law No. 1 Administration

Local Law and Subordinate Local Law No. 4 Local Government Controlled Areas, Facilities and Roads

Subordinate Local Law No. 1.8 Operation of Caravan Parks

3) Liability and Protection

The organisation which the land belongs to, or is leased by, will arrange public risk insurance to protect ratepayers from any and all costs incurred by any accident or incident involving campers that may result in claims against the organisation.

4) Policy Detail

This section relates to the establishment and operation of a camping overflow facility within Southern Downs Region.

1. Council will activate overflow areas for camping only when there are no vacancies for vehicles of this nature available at any caravan park within the immediate town.
2. Overflow areas will be activated for large events such as Warwick Rodeo Festival, Stanthorpe Apple and Grape and other such large events at the discretion of the Council in consultation with commercial operators.
3. Council may close the overflow area for camping for the purposes of significant community events being run in the area.
4. Primary-use activities at the overflow area will take precedence at all times.

5. The stay at any camping overflow facility will be a maximum of 3 consecutive nights or at the determination of Council.

6. During the utilisation of the overflow sites, Council's Local Laws Officers or Environmental Health Officers or authorised delegate are to resolve any unforeseen problems arising except where a camping ground host has been appointed, in which case the camping ground host is responsible for day-to-day supervision and management of the facility.

7. The maximum number of vehicles allowed in a camping overflow facility area will be determined based on allocated spacing between vehicles, size of vehicles (whether they have trailers), turning circles, availability of amenities and usable space in the allocated area, in accordance with the Subordinate Local Law No. 1.8 (Operation of Caravan Parks) 2011 requirements.

8. Where commercial parks are at capacity Council may authorise, in consultation with commercial operators, the operation of overflow areas which have been applied for and granted as an 'Overflow area' by Council. Council to advertise for expressions of interest (EOI) across the region and an approval will be required under Local Law No.1 (Administration) 2011 and Subordinate Local Law No. 1.8 (Operation of Caravan Parks) 2011, with conditions relevant to the location and circumstances under which the area will operate. After the initial EOI organisations can apply directly to Council.

A development approval will not be required by the interested body, as the land will be used for camping and caravans for a limited number of times per year and for a period of a couple of days only, and as there will be no permanent structures erected for the use.

9. Council does not favour the use of the overflow areas over privately operated caravan parks in the area and will actively promote private parks as an alternative camping option to the overflow sites through:

(a) The Southern Downs Visitor Information Centre; and


(b) Information provided from phone or online enquiries to Council's administration office.

10. Referrals, bookings, stays and payments are to be handled by the Visitor Information Centres of Southern Downs. (If an agreed arrangement can be formed) or through an arrangement with a commercial caravan park.

11. Fees for camping at overflow facilities on Local Government controlled land shall be determined in accordance with Council's annual schedule of fees and charges and are to be collected and retained by Council, except where other existing overflow arrangements are in place.

12.7 Progress Report GrainX Australia - Memorandum of Understanding

Document Information

 Southern Downs REGIONAL COUNCIL	Report To: General Council Meeting	
	Reporting Officer:	Meeting Date: 23 September 2015
	Senior Environmental Officer	File Ref: 37975

Recommendation

THAT Council adopt the proposed Memorandum of Understanding (MOU) and appoint Councillors to the Consultative Committee.

Report

A Notice requiring a draft Transitional Environmental Program (TEP) was issued to GrainX on 16 December 2014, an enforcement tool under the *Environmental Protection Act 1994* (EP Act) to enable GrainX to transition to compliance and minimise environmental nuisance (dust and noise) caused by operations on site. A decision was made on August 07 2015 to refuse to approve the draft TEP as it did not comply with s338 of the EP Act. The information given in relation to the draft program was not adequate to demonstrate compliance, specifically in relation to solutions to minimise noise from night time delivery and collection of containers, noise from daytime operations, dust from traffic movement on site and from grain handling throughout the site. GrainX has committed to a number of actions, however without scientific evidence gathered through noise and dust monitoring and assessment, it is unknown whether the actions stated would minimise the nuisance caused by onsite operations.

Furthermore, the draft TEP submitted did not state the objectives to be achieved and maintained, the actions required to achieve the objectives taking into account the best practice environmental management for the activity and the risks of environmental harm being caused by the activity, or how the environmental harm that may be caused by the activity would be prevented or minimised.

On 10 August 2015 a Community Meeting was held at the Allora Community Hall in relation to the concerns and issues residents had regarding GrainX operations. This meeting was attended by Mayor Blundell, Cr Meiklejohn, Cr Ingram, Cr McNally, Council's CEO, Acting Director Planning and Environment, Manager Planning and Development and Senior Environmental Officer, along with approximately 70 residents.

The main issues raised were in relation to noise and dust and the health effects caused by operations on site and questions as to why GrainX are able to operate at the current location. Council staff advised that they are working with GrainX to transition activities on site to achieve compliance, with a number of actions being proposed by GrainX to address noise and dust issues. A number of residents raised that it would be preferable for GrainX to move locations, rather than achieve compliance.

Since the public meeting and the TEP decision, Council Officers have met with GrainX representatives on many occasions to discuss how to move forward in relation to operations on site and the concerns of the community. GrainX representatives have advised that between the period of 01 October 2015 and 31 December 2015, operations on site will increase due to the busy harvest period.

GrainX representatives have proposed to undertake a temporary expansion of the container operations to land owned by Council on the Allora Industrial Estate (Allora Depot) for a period of four (4) months (01 October 2015 to 31 January 2016). This will allow GrainX to operate in the peak months on a 24 hour, 7 days per week basis. This will ensure container operations will not extend beyond daytime operations at the GrainX site on Herbert Street during the harvest period. A permit to occupy (PTO) from the Department of Natural Resources and Mines (NRM) is required along with a development approval (DA) from Council.

Furthermore, a Memorandum of Understanding (MOU) has been developed between Council and GrainX addressing the noise and dust issues, action items identified to address the issues and a timeframe for the necessary action or investigation to be completed. The MOU proposes the establishment of a Consultative Committee, which is made up of two Elected Members of Council and a Council Officer, two affected neighbouring residents and two GrainX representatives who will meet every two months to review the progress and to monitor the key issues outlined in the MOU.

The MOU will require monthly reports to be submitted to Council containing information in relation to daily operations including volume of grain throughput, traffic volume, volume of water use and water truck use each day and complaints received etc. The MOU will remain in force for a period of twelve months and is attached to this document.

Budget Implications

It is envisaged that there will be a contribution in the form of Officer's time.

Policy Consideration

Operational Plan 2015-2016

6.9 Continue to promote, educate and implement awareness and best practice Environmental Health and Environmental Protection strategies.

Community Engagement

A community meeting was held on 10 August 2015 to discuss issues and concerns residents had regarding GrainX operations. The MOU involves members of the community and requires regular reporting.

Legislation/Local Law

Environmental Protection Act 1994

Options

1. That Council receive an update on discussions between SDRC and GrainX.
2. That Council nominate Councillors to the Consultative Committee.
3. That Council endorse the MOU between SDRC, the Allora Community and GrainX.
4. That Council take no action.

Attachments

1. Memorandum of Understanding [View](#)

MEMORANDUM OF UNDERSTANDING

PURPOSE AND AGREEMENT

This Memorandum of Understanding (MOU) establishes the guidelines for collaboration between Southern Downs Regional Council (Council), GrainX Australia (GrainX) and the Allora Community in the management of environmental nuisance caused by operations at GrainX Australia, 20 Herbert Street, Allora.

The purpose of the MOU is to identify the current issues on site in relation to noise and dust nuisance, develop actions required to address the nuisances and propose a timeframe for completion of actions.

Background

Council has received ongoing complaints regarding environmental nuisances (noise and dust) caused by activities at GrainX since operations commenced in November 2011. Council Officers have conducted numerous inspections and observations and deemed that an environmental nuisance exists. Actions to date have not reduced environmental nuisance or resolved complaints and GrainX has advised that leading into the busy harvest period (01 October to 31 December), more grain will be handled in this period than in the past twelve months. Therefore this MOU has been developed to address the immediate and long term issues.

1. Noise from late night delivery and collection of containers

Issue

Currently, the unloading of empty containers and loading of full containers occurs on site between 7pm and 9/9.30pm. It was suggested to limit operating hours to 7pm. GrainX has advised they cannot operate within these hours without causing major downstream logistical problems. Container trucks operate within a very strict driver fatigue regime and GrainX must operate within this system. The shift drivers commence in Brisbane at 5pm and immediately make their way to Allora to deliver and collect containers. A 7pm curfew will not allow a truck to reach the GrainX site and unload containers. Given that the containers delivered and collected are on a very tight shipping schedule (where containers have to be delivered to the boats at certain cut-off times), this dramatically reduces the timeframe in which containers can be received and delivered. Limiting the hours to 7pm would see twice the number of container trucks arriving on site during the day which would add to congestion, dust and safety problems on site. The trucking contractor has stated that there are insufficient trucks to provide during the day as there are other large customers to service.

Action - Immediate

Upon the recommendation of Council, GrainX will undertake a temporary expansion of the container operations to land owned by Council on the Allora Industrial Estate (Allora Depot) for a period of four (4) months (01 October 2015 to 31 January 2016). This will allow GrainX to operate in the peak months on a 24 hour, 7 days per week basis. This will ensure container operations will not extend beyond daytime operations at the GrainX site on Herbert Street during the harvest period. A permit to occupy (PTO) from the Department of Natural Resources and Mines (NRM) is required along with a development approval (DA) from Council.

Timeframe for completion

A PTO and DA must be obtained prior to 01 October 2015 to enable container operations to be conducted at the Allora Depot by 01 October 2015.

Action - Long term

GrainX must investigate alternative solutions to ensure that night time container operations at the Herbert Street facility do not create a noise nuisance between 5pm and 9pm, once the use of the Allora Depot has ceased.

Timeframe for completion

24 September 2016

2. Noise from container handling

Issue

Noise from container handling is creating a noise nuisance when the forklift connects with empty and full containers when unloading and loading.

Action - Immediate

As stated above, GrainX will undertake a temporary expansion of the container operations to land owned by Council on the Allora Industrial Estate (Allora Depot) for a period of four (4) months (01 October 2015 to 31 January 2016). This will allow GrainX to operate in the peak months on a 24 hour, 7 day per week basis. This will ensure container operations will not extend beyond daytime operations at the GrainX site on Herbert Street during the harvest period. A permit to occupy (PTO) from the Department of Natural Resources and Mines (NRM) is required along with a development approval (DA) from Council. This will address the noise issues in the evenings at the current site. To address the noise issues at the current site occurring throughout the day GrainX has advised a smaller forklift was purchased that can unload empty containers in a much more efficient and quieter manner than with the large forklift. The larger forklift will continue to be used on the full containers which are loaded onto trucks. Other initiatives that will be completed will be a muted reversing signal and a new muffler system for the small forklift.

Timeframe for completion

01 October 2015

Action - Long term

GrainX must investigate alternative solutions to ensure that night time container operations at the Herbert Street facility do not create a noise nuisance between 5pm and 9pm once the use of the Allora Depot has ceased.

Timeframe for completion

24 September 2016

3. Noise from grain movements through silo infrastructure

Issue

Grain travelling through silo chutes during the day and into containers is creating a noise nuisance.

Action - immediate

GrainX has advised that modifications have been made to the top of the bucket elevator whereby the altered design will inhibit ricocheting of grain around the bucket elevator, which should reduce grain transfer noise. Rhino Hyde urethane sheets will be installed to wear plates only as a trial to determine if this product decreases noise.

Timeframe for completion

01 October 2015

Action - Long term

If complaints continue to be received after 31 January 2016 regarding noise from day time operations, GrainX must investigate solutions to minimise noise nuisance.

Timeframe for completion

24 September 2016

4. Dust generated from the movement of vehicles on site

Issue

The site is primarily gravel and not sealed in areas of high traffic movement thereby creating dust.

Action - immediate

GrainX has recently gained access to the former Council town water bore to allow the water truck to fill more regularly. GrainX will continue the policy of regular watering and recording times when this has occurred. Sprinklers will be placed at strategic points to provide regular watering in peak times.

Timeframe for completion

01 October 2015

Action - Long term

If complaints continue to be received after 31 January 2016 regarding dust from traffic movement on site, a professional consultant will be engaged to undertake a dust assessment and to provide recommendations to mitigate dust.

Timeframe for completion

30 June 2016 for a dust assessment to be undertaken and recommendations provided, 24 September 2016 for recommendations to be implemented.

5. Dust generated from the unloading of grain from road trains, movement of grain through silo infrastructure and loading of grain into containers

Issue

The generation of grain dust from areas on site such as the unloading pit, silo tops and container loading area

Action - immediate

GrainX are investigating a water misting system that would spray a water mist at the point of unloading at the grain pit. Hatches on the front of the metal silos will be closed during filling activities to minimise dust escaping. Back hatches will be required to stay open due to air pressure within the silos. The existing conveyor used to fill shipping containers will be replaced with a tube conveyor. The tube conveyor has a wider and deeper belt allowing the grain to travel at a slower pace with larger amounts of product and less air entering the containers, limiting the dust that is created.

Timeframe for completion

01 October 2015

Action - Long term

If complaints continue to be received after 31 January 2016 regarding dust from grain movements on site, a professional consultant will be engaged to undertake a dust assessment and to provide recommendations to mitigate dust.

Timeframe for completion

30 June 2016 for a dust assessment to be undertaken and recommendations provided, with 24 September 2016 for recommendations to be implemented.

Enforcement Action

If at any time an action has not been completed to address an issue or there does not appear to be a reduction in environmental nuisance as discussed and agreed at regular or emergency meetings and based on Reports presented at the meetings, Council will commission GrainX Australia to carry out an environmental investigation as per section 326B of the *Environmental Protection Act 1994* (EP Act).

TERM OF MEMORANDUM AND TERMINATION PROCESS

This MOU shall commence on 24 September 2015 and continue for a period of 12 months, ending on 24 September 2016.

This MOU may be terminated by either party giving the other party one month's notice in writing, or if one party does not comply with the terms contained in the MOU, that party may terminate the MOU.

MEETINGS AND REPORTING

It is proposed that a Consultative Committee be established to monitor the key issues outlined in the MOU. The Consultative Committee shall be made up of two Elected Members of Council and a Council Officer, two neighbouring residents who have concerns and two representatives of GrainX. An officer from Council's Environmental Services area will also attend the meeting to prepare the agenda and take the minutes.

To accomplish the purpose and objectives set out in the MOU, members of the Consultative Committee will meet every two (2) months to review the progress of actions as stated in the MOU and for the purposes of monitoring and evaluating outcomes and to enable discussion of any ongoing issues. If the need arises, special meetings may be called. Minutes of each meeting are to be recorded and provided to Council.

A monthly Summary Activity Report is to be prepared by GrainX and submitted to Council for review within 10 business days from the end of each month. The Summary Activity Report may include but not limited to records of the volume of grain throughput each month, records of traffic volume each day, number of staff on site each day, record of water truck use and volume of water used each day, record of use of misters and sprinkler systems, record of complaints etc. It is noted some of this information may be considered commercial in confidence and therefore needs to be treated as such.

Furthermore, GrainX must provide Council with Quality Assurance Programs and Environmental Management Plans in place for operations at the current site and temporary site (Allora Depot) prior to 01 October 2015.

Council will prepare a Complaint Report each month, which is to be presented at each Meeting. The Complaint Report will detail any complaints received regarding GrainX operations, and details such as the nature, type, date, location of complaint etc.

SIGNATURES

MOU between Southern Downs Regional Council and GrainX Australia

Name: David Keenan
Title: Chief Executive Officer, Southern Downs Regional Council
Signature: _____ Date: _____

Name: Chris Hood
Title: Chief Executive Officer, GrainX Australia
Signature: _____ Date: _____

Consultative Committee Panel Members 2 Councillors and an Officer

SDRC Members

Name: _____
Title: _____
Signature: _____ Date: _____

Name: _____
Title: _____
Signature: _____ Date: _____

Name: Brooke McKenzie
Title: Senior Environmental Officer, Southern Downs Regional Council
Signature: _____ Date: _____

GrainX Australia Members

Name: _____
Title: _____
Signature: _____ Date: _____

Name: _____
Title: _____
Signature: _____ Date: _____

Community Members

Name:

Title:

Signature:

Date:

Name:

Title:

Signature:

Date:

Once signed by authorised officials of all parties, this MOU will begin on 24 September 2015 and remain in effect until 24 September 2016.

After 12 months, members of the Consultative Committee may be reviewed.

13. REPORTS OF DEPUTATION OR CONFERENCE & REPORTS FROM DELEGATES APPOINTED BY COUNCIL TO OTHER BODIES

Nil

14. NOTICES OF MOTION

Nil

15. GENERAL BUSINESS

16. 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:

16.1 BCS - Request for Reduction/Removal of Water & Waste 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.

16.2 BCS - Audit & Risk Management Committee (ARMC) Meeting - 3 September 2015

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.