



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, 64 Fitzroy Street, Warwick on **Wednesday, 26 April 2017 at 9.00AM.**

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

David Keenan

CHIEF EXECUTIVE OFFICER

19 April 2017

Attendance

10.30am Presentation of Casual for a Cause Donation to Warwick Animal Welfare Association

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WEDNESDAY, 26 APRIL 2017 General Meeting of Council

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1. PRAYER & CONDOLENCES

2. ATTENDANCE

3. APOLOGIES

4. READING AND CONFIRMATION OF MINUTES

4.1 General Council Meeting - 22 March 2017

Recommendation

THAT the minutes of the General Council Meeting held on Wednesday 22 March 2017 be adopted.

4.2 Special Council Meeting - 5 April 2017


Recommendation

THAT the minutes of the Special Council Meeting held on Wednesday 5 April 2017 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: 26 April 2017
	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 March 2017 General Council Meeting.

A copy of the Actions report is attached.

Attachments

1. Actions from March 2017 General Meeting [View](#)

<div>  <div> ACTIONS FROM PREVIOUS GENERAL COUNCIL MEETING <div> Date From: 22/03/2017 Date To: 22/03/2017 </div> </div> </div>					
MEETING DATE	ITEM NUMBER	AGENDA ITEM	ACTION OFFICER	ACTION TO DATE	COMPLETED
22 March 2017	5.1	Actions from Previous Council Meeting	David Keenan	04 Apr 2017 - 3:40 PM - Marion Seymour Noted	4/04/2017
22 March 2017	7.1	Mayoral Minute March 2017	Tracy Dobie	04 Apr 2017 - 3:46 PM - Marion Seymour Noted	4/04/2017
22 March 2017	8.1	Correspondence	David Keenan	04 Apr 2017 - 3:49 PM - Marion Seymour Letter sent to the Deputy Premier	4/04/2017
22 March 2017	9.1	Joint Letter - National Servicemen's Association re Placement of Memorial	David Keenan	04 Apr 2017 - 3:50 PM - Marion Seymour Referred to the Director Engineering Services	4/04/2017
22 March 2017	9.2	Petition - Wallangarra Rates	David Keenan	04 Apr 2017 - 3:52 PM - Marion Seymour Referred for consideration with Budget discussions - Include Wallangarra for community consultation on Draft Budget.	4/04/2017
22 March 2017	10.1	Financial Report as at 28 February 2017	Andrew Page	04 Apr 2017 - 3:53 PM - Marion Seymour Noted	4/04/2017
22 March 2017	10.2	Loan Report	Andrew Page	04 Apr 2017 - 3:53 PM - Marion Seymour Noted - action taken	4/04/2017
22 March 2017	10.3	Regional Promotion, Tourism and the Arts Advisory Committee Meeting Minutes	Scott Templeman	04 Apr 2017 - 3:53 PM - Marion Seymour Noted - Minutes added to Council's Website	4/04/2017
22 March 2017	11.1	Engineering Services Department Monthly Report	Peter See	11 Apr 2017 - 4:36 PM - Barb Fagan Noted	27/03/2017
22 March 2017	11.2	Asset Management Strategy	Eric Kraak	11 Apr 2017 - 4:37 PM - Barb Fagan Noted	27/03/2017
22 March 2017	11.3	SDRC 2017 Bridge Structure Status	Chris Whitaker	11 Apr 2017 - 4:47 PM - Barb Fagan Noted	27/03/2017
22 March 2017	11.5	Southern Downs Road Safety Advisory Committee Minutes	Chris Whitaker	11 Apr 2017 - 4:37 PM - Barb Fagan Noted	27/03/2017
22 March 2017	11.4	Dog Off Leash Areas	Chris Whitaker	11 Apr 2017 - 4:47 PM - Barb Fagan Correspondence sent 27 March 2017 advising of Council	27/03/2017

 ACTIONS FROM PREVIOUS GENERAL COUNCIL MEETING					Date From: 22/03/2017 Date To: 22/03/2017
				Resolution	
22 March 2017	11.6	Event, Sport & Recreation Advisory Committee Minutes	Michael Bell	11 Apr 2017 - 4:43 PM - Barb Fagan Noted	27/03/2017
22 March 2017	11.7	Water & Wastewater Advisory Committee Minutes	Peter See	11 Apr 2017 - 4:43 PM - Barb Fagan Noted	27/03/2017
22 March 2017	12.1	Application for Gaming Machine Licence - Cherrabah Entertainment Pty Ltd, Cherrabah Homestead Resort, Elbow Valley	Annette Doherty	06 Apr 2017 - 12:38 PM - Allison Bilbrough Letter mailed to the Office of Liquor and Gaming Regulation	
22 March 2017	12.2	Pest Management Advisory Committee Minutes	Tim O'Brien	06 Apr 2017 - 12:40 PM - Allison Bilbrough Monthly Memo to MCS to action in accordance per Council Resolution	6/04/2017
22 March 2017	12.3	Council Lease Policy Review	Kate Duell	06 Apr 2017 - 12:45 PM - Allison Bilbrough Memo sent to MCS and LCO to action in accordance per Council Resolution	6/04/2017
22 March 2017	15.1	Warwick Railway Station Buildings Maintenance	David Keenan	04 Apr 2017 - 3:54 PM - Marion Seymour Letter sent to Queensland Rail requesting consideration be given to maintenance on the passenger station building and footbridge.	4/04/2017
22 March 2017	15.2	Regional Grouping of Councils	David Keenan	04 Apr 2017 - 3:55 PM - Marion Seymour Letters of invitation sent to Councils	5/04/2017
22 March 2017	16.1	Economic Development Advisory Committee Meeting Minutes	Scott Templeman	04 Apr 2017 - 3:57 PM - Marion Seymour Noted	4/04/2017
22 March 2017	16.2	Regional Arts Development Fund Applications Round 1 2016/2017	Michael Bell	11 Apr 2017 - 4:56 PM - Barb Fagan Correspondence sent advising of Council resolution	29/03/2017
22 March 2017	16.3	January 2017 Monthly Reports for Warwick Indoor Recreation and Aquatic Centre from YMCA Brisbane	Peter See	11 Apr 2017 - 4:45 PM - Barb Fagan Noted	27/03/2017
22 March 2017	16.4	Audit and Risk Management Committee Meeting Minutes - 15 February 2017	Jody Collins	06 Apr 2017 - 12:46 PM - Allison Bilbrough Memo sent to MCS and GRO to action in accordance per Council Resolution	6/04/2017
22 March 2017	16.5	Warwick Polocrosse Club Inc - Extension of current leased area	Kate Duell	06 Apr 2017 - 12:46 PM - Allison Bilbrough Memo sent to MCS and LCO to action in accordance per	6/04/2017

	ACTIONS FROM PREVIOUS GENERAL COUNCIL MEETING	Date From: 22/03/2017 Date To: 22/03/2017
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		Council Resolution
22 March 2017	16.6 Appeal to the Planning and Environment Court, Helen Hamm v SDRC & Bunnings Group Limited Annette Doherty	06 Apr 2017 - 12:47 PM - Allison Bilbrough Memo sent to PCC to action in accordance per Council Resolution 6/04/2017

6. DECLARATIONS OF CONFLICTS OF INTEREST

7. MAYORAL MINUTE

7.1 Mayoral Minute April 2017

Document Information

 Southern Downs REGIONAL COUNCIL	Report To: General Council Meeting	
	Reporting Officer:	Meeting Date: 26 April 2017
	Mayor	ECM Function No/s:

Recommendation

THAT Council receive the Mayoral Minute report and note its contents.

Report

Floodwaters inundated parts of the Southern Downs in March and the Local Disaster Management Group was stood up for three days to oversee the coordination of disaster management and recovery. Killarney, Warwick, Allora and Pratten were worst affected by the flooding of the Condamine River and Dalrymple Creek, with many rural properties also affected. Flooding and torrential rains caused substantial damage to bridges, culverts and rural roads. Council staff completed damage assessments and some assistance will be received under the National Disaster Relief and Recovery Arrangements which will go towards the cost of coordinating the disaster management effort and restoring assets.

The Governor-General of Australia, His Excellency Sir Peter Cosgrove and Lady Cosgrove visited the Southern Downs in March. The two days they spent in our region, opening the 150th Warwick Show, visiting the Warwick Wolves Football Development Academy at training, opening the new Australia Vinegar Innovation Centre, re-opening the refurbished Stanthorpe Civic Centre, attending the 30th Anniversary of the Stanthorpe Art Gallery and visiting the Stanthorpe Lions Park; are times that will be remembered by all those who met their Excellencies. They clearly take their community responsibilities very seriously and it was a privilege to host them in our region.

This month will also see the 102nd anniversary of ANZAC Day. Councillors will be attending ceremonies at many of our schools throughout the region on 24 April, including a Dawn Service at Scots PGC College. On ANZAC Day Councillors will attend Dawn Services; War Graves, Eden Gardens and Cemetery Services; Gunfire Breakfasts; Commemorative Services; Civil Services; Wreath laying Services and Parades in Warwick, Stanthorpe, Pratten, Allora, Wallangarra, Yangan, Emu-Vale, Leyburn, Killarney and Tannymorel. It is heart-warming to see so many young Australians pay their respects to those who have given up their lives representing our country overseas.

A Special Council Meeting was held in early April to receive the draft 17/18 Budget and place it out for public consultation. This last month of Council has seen an unprecedented level of community consultation. As well as the draft 2017/18 Budget, Councillors and Council officers have conducted workshops on the Invasive Pest Control Scheme and the Allora Streetscape. Online and written submissions have been called for the Proposed Amendments to the Planning Scheme, Proposed Relocation of Glengallan Gates, Proposed Replacement of Grafton Street trees, and the Need for a Shelter in the Pioneer Park at Swanfels. The results of these community consultations

will be considered at this and future Council Meetings. It is important to us as a Council that we understand the community needs and include the community in the decision making process.

Options

Council:

1. Receive the Mayoral Minute report and note its contents.
2. Not receive the Mayoral Minute report.


Attachments

Nil

8. READING AND CONSIDERATION OF CORRESPONDENCE

8.1 Correspondence

Document Information

 Southern Downs REGIONAL COUNCIL	Report To: General Council Meeting	
	Reporting Officer:	Meeting Date: 26 April 2017
	Chief Executive Officer	ECM Function No/s:

Recommendation

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

Report

1. **Western District Branch Returned Services League** requesting Council host a meet and greet for the District Congress being held on 23 & 24 February 2018 at the Stanthorpe Sub Branch. The organisers are expecting in excess of 60 delegates and the request is for finger food and refreshments (copy attached).

Action: Council consider the request.

2. **SunWater** in response to Council's letter regarding the extension of the Boat Ramp at Leslie Dam (copies of SunWater & Council's letters attached).

Action: Noted.

Attachments

1. Letter from Western District Returned Services League [View](#)
2. Letter from SunWater [View](#)
3. Letter from Council to SunWater [View](#)



Tuesday 4 April 2017

Cr. Tracy Dobie
Mayor
Southern Downs Regional Council
P O Box 26
Warwick Qld 4370

Dear Tracy,

The Western District Branch Inc. will be holding their District Congress on Friday 23rd February 2018 and Saturday 24th March 2018 in Stanthorpe, hosted by the Stanthorpe Sub Branch Inc.

It is a tradition that the Meet & Greet be held on the Friday night and is sponsored by the supporting Regional Council, therefore I would like to invite the Southern Downs Regional Council to host the Meet & Greet of RSL Delegates and Council Executives with light refreshments, we would also ask that you address the Congregation.

On the following day a Wreath Laying Ceremony will be held at which we would invite you to lay a Wreath.

Following the Service, the Annual Congress Meeting will commence and we would invite you to "Open the Congress".

Finally we would like to invite you and your partner or representative to the Congress Dinner being held at the Stanthorpe RSL Club on Saturday night.

We look forward to hearing from you and thank you for your time.

Warmest Regards,

Tracey-Fay Penrose
District Secretary

All Correspondence:

District Secretary
P O Box 11301 CENTENARY HEIGHTS QLD 4350
Phone: (07) 46 13 63 67 • email: wd@rslqld.org
ABN: 73 606 621 012 • www.rslqld.org

RETURNED & SERVICES LEAGUE OF AUSTRALIA (QUEENSLAND BRANCH)
WESTERN DISTRICT BRANCH INCORPORATED

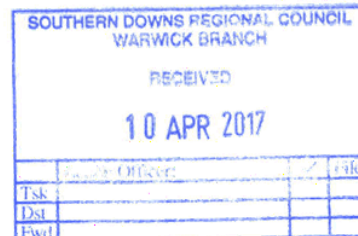
Contact: Robert Lewis
Direct Line: 07 3120 0031
Our ref: 17-000373/001 - #2104799
Your ref: Email Correspondence to Nicole Hollows 23rd March 2017



SunWater Limited
PO Box 15536 City East
Brisbane Queensland 4002
www.sunwater.com.au
ACN 101 484 980

3rd April 2017

David Keenan
CHIEF EXECUTIVE OFFICER
Southern Downs Regional Council
PO Box 26
WARWICK QLD 4370



Dear David

Extension of Boat Ramp at Leslie Dam

I write in respect of communication recently made with Sunwater in relation to the extension of the boat ramp at Leslie Dam. Colin Bendall, Executive General Manager Operations and Services tried to call you to discuss the matter on the 23rd of March and emailed you information on that day.

I am aware due to the current low level in the dam (19%) that the boat ramp is completely out of the water making boat launching quite difficult and that the public are currently launching boats in the area beside the boat ramp. For reasons of public safety SunWater has barricaded off the boat ramp.

Transport Infrastructure (Public Marine Facilities) Regulation 2011 cites Southern Downs Regional Council as the Manager of the 3 boat ramps (Public Marine Facilities) at Leslie Dam. For your information and reference I have provided a copy of Southern Regional Downs Correspondence which describes the responsibilities in relation to the boat ramps and land. SunWater retains responsibility for the foreshore below the high water mark.

SunWater is willing to assist and work with Council wherever possible to extend the boat ramp or provide other facilities. SunWater provides permission to Southern Downs Regional Council to extend or build a new boat ramp subject to SunWater construction risk protocols in relation to Heath, Safety and the Environment and general land access principles (attached). Sunwater is happy for council to use this letter as evidence of our support for this endeavour.

Transport and Main Roads have indicated funding may be available for the purpose of boat ramp extension. I refer you to Mr Derek Sanderson, District Director (Darling Downs), Downs South West Region, Queensland Department of Transport and Main Roads -

P: (07) 46390720 F: (07) 46390750 E: DownsSWR.office@tmr.qld.gov.au.

The Department of National Parks Sport and Racing may also have funds available in 2018 for water recreational projects.

If you require further information or wish to discuss this in person please contact me direct on

P: 07 3120 or M: 0457 559 679 or E: Robert.lewis@Sunwater.com.au.

Yours sincerely

Robert J. Lewis

General Manager Operations, South
Enc.

Southern Downs Regional Council



MAKING WATER WORK



DK:MES

16 March 2017

Please address all
communications to:

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

mail@sdrcc.qld.gov.au
www.sdrcc.qld.gov.au

abn 59 786 792 651

Warwick Office
64 Fitzroy Street
Warwick Qld 4370

Stanthorpe Office
61 Marsh Street
Stanthorpe Qld 4380

t 1300 MY SDRC
(1300 697 372)

f 07 4661 0333

Nicole Hollows
Chief Executive Officer
SunWater
PO Box 15536
CITY EAST QLD 4002

nicole.hollows@sunwater.com.au

Dear Nicole

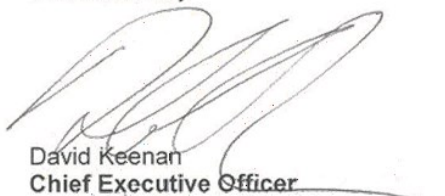
Re: Boat Ramps at Leslie Dam

At the General Meeting of Southern Downs Regional Council held on 16 February 2017 the following motion was carried by Council:

"That Council write to SunWater requesting their consideration be given to extending one of the boats ramps or installing another boat ramp at Leslie Dam, as a result of low storage levels."

It is envisaged that SunWater may be undertaking a budget process at present and Council therefore requests that consideration be given to the inclusion of this project in the future capital program.

Yours faithfully



David Keenan
Chief Executive Officer


9. RECEPTION AND READING OF PETITIONS AND JOINT LETTERS

Nil

10. EXECUTIVE

10.1 Finance Report as at 31 March 2017

Document Information

 Southern Downs REGIONAL COUNCIL	Report To: General Council Meeting	
	Reporting Officer:	Meeting Date: 26 April 2017
	Manager Finance & Information Technology	ECM Function No/s:

Recommendation

THAT Council receive and note the Financial Report as at 31 March 2017.

Report

A review of Council's operating performance against forecast shows that the net operating position (before capital items) of \$20.0m which is \$6.6m over the estimated position for the financial year to date of \$13.4m.

The rates were raised in July for the whole of the financial year, and nine months of expenditure has been spent.

Income Statement

Total operating revenue of \$63.5m is over the year to date estimate of \$63.4m by 0.22%. Capital revenue of \$7.7m has been received for the year.

Overall operating expenditure of \$43.5m is \$6.4m under the year to date estimate of \$49.9m with employee costs being around \$3.8m under budget and materials and services being \$2.3m under the year to date estimate.

Capital Works in Progress

Capital works expenditure to 31 March 2017 is \$16.2m which is 56.2% of the capital works budget of \$28.9m.

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	100,000	230,000	330,000	77,822	23.6%	77,801	155,623	47.2%
Buildings	188,500	622,200	810,700	1,957,165	241.4%	281,683	2,238,848	276.2%
Plant & Equipment	4,211,000	220,500	4,431,500	767,185	17.3%	946,671	1,713,856	38.7%
Roads, Drains & Bridges	12,410,900	2,361,516	14,772,416	6,593,628	44.6%	2,324,900	8,918,528	60.4%
Water	3,196,000	3,680,554	6,876,554	1,725,407	25.1%	741,486	2,466,893	35.9%
Wastewater	352,000	199,611	551,611	253,312	45.9%	60,286	313,599	56.9%
Other Assets	2,302,437	(1,206,393)	1,096,045	262,093	23.9%	145,132	407,225	37.2%
Total	22,760,837	6,107,988	28,868,825	11,636,614	40.3%	4,577,959	16,214,572	56.2%

Budget Implications

The third quarter budget review will be presented to Council in April 2017.

Policy Consideration

Operational Plan 2016/17

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

Review and update the 10 year Financial Plan
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 March 2017.
2. Not receive and note the Financial Report as at 31 March 2017.

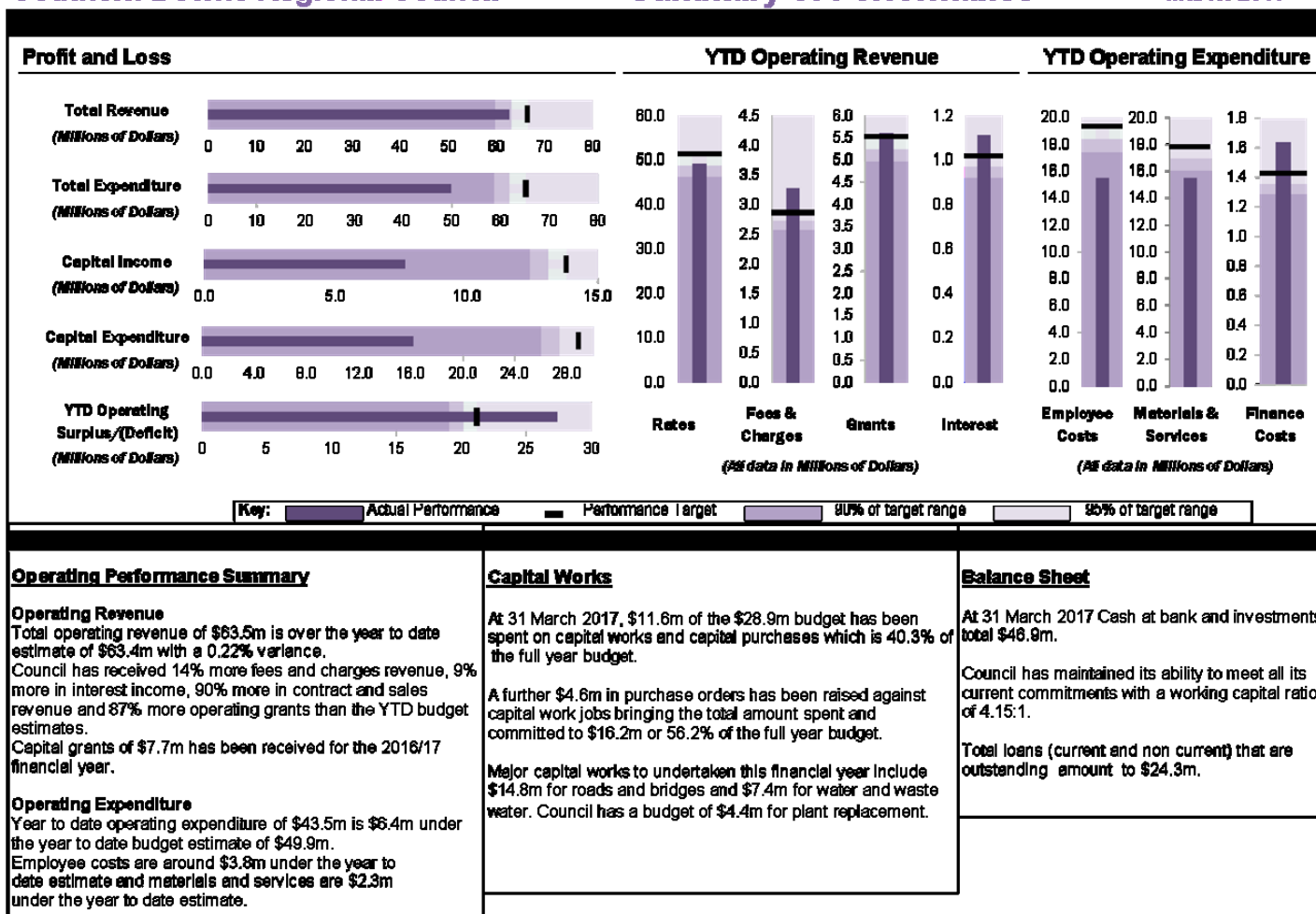
Attachments

1. Finance Report as at 31 March 2017 [View](#)
2. Investment Register March 2017 [View](#)

Southern Downs Regional Council

Summary of Performance

March 2017



Southern Downs Regional Council

Income Statement

March 2017

Audited 2016 Actual \$		Annual 2017 Budget \$	Phased 2017 YTD Budget \$	Phased 2017 YTD Actual \$
	Revenue from ordinary activities			
28,587,934	General Rates	29,596,950	29,598,480	29,510,403
272,849	Rural fire brigade levy	283,000	283,000	282,557
22,942,164	Utility Rates and Charges	23,711,980	23,503,268	21,658,002
(1,614,595)	Less Discounts	(1,615,000)	(1,615,000)	(1,616,711)
(563,764)	Rates on Council properties	(533,712)	(400,284)	(531,848)
49,624,589		51,443,218	51,369,464	49,302,403
4,158,113	Fees and Charges	3,645,153	2,865,973	3,271,963
1,215,429	Interest	1,343,490	1,020,840	1,113,178
3,023,630	Contract & Sales Revenue	2,507,749	1,869,756	3,499,236
1,018,308	Rent and Other Income	890,366	718,203	718,068
7,837,958	Government Grants and Subsidies	7,303,941	5,531,658	5,611,535
66,878,028	Total Operating Revenue	67,133,917	63,375,894	63,516,383
	Expenses from ordinary activities			
22,456,793	Employee Costs	25,050,555	19,329,458	15,504,624
21,821,557	Materials and Services	23,135,381	17,816,278	15,541,346
14,812,559	Depreciation and Amortisation	15,085,096	11,361,919	10,828,834
2,097,491	Finance Costs	1,900,039	1,427,912	1,640,924
61,188,399	Total Operating Expenses	65,171,071	49,935,567	43,515,729
5,689,629	Operating Surplus/(Deficit) before capital items	1,962,845	13,440,327	20,000,654
	Other Capital Amounts			
8,350,479	Capital Grants, Contributions and Donations	13,588,708	7,950,014	7,736,512
(4,439,624)	Other capital income and (expenses)	220,000	-	(76,315)
9,600,484	Net Result Surplus/(Deficit)	15,771,553	21,390,341	27,660,852

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

March 2017

Audited 2016 Actual \$		Annual 2017 Budget \$	Phased 2017 YTD Actual \$
	Current Assets		
25,448,369	Cash assets & Investments	6,940,120	46,876,486
5,205,375	Receivables (includes Rates & Utilities receivable)	5,872,420	7,996,832
697,650	Assets held for sale	152,000	135,000
265,798	Inventories	246,000	342,116
31,617,192		13,210,540	55,350,434
	Non-Current Assets		
946,000	Investment Property	1,296,000	794,000
721,743,783	Property, plant and equipment	787,551,870	707,548,179
275,395	Other Financial Assets	-	205,401
19,058,954	Capital works in progress	-	26,141,890
1,403,290	Intangible Assets	1,097,520	1,198,850
743,427,422		789,945,390	735,888,319
775,044,614	TOTAL ASSETS	803,155,930	791,238,753
	Current Liabilities		
3,843,545	Creditors and other payables	3,786,470	4,252,398
7,120,132	Provisions	2,031,140	6,898,370
2,005,578	Interest bearing liabilities	1,812,400	2,199,037
12,969,255		7,630,010	13,349,805
	Non-Current Liabilities		
25,878,224	Interest bearing liabilities	23,925,070	22,059,478
3,858,167	Provisions	4,261,000	5,004,693
29,736,391		28,186,070	27,064,170
42,705,646	TOTAL LIABILITIES	35,816,080	40,413,975
732,338,968	NET COMMUNITY ASSETS	767,339,850	750,824,778
	Community Equity		
182,723,268	Asset Revaluation Reserve	201,678,000	178,844,545
549,615,700	Retained surplus	565,661,850	571,980,233
732,338,968	TOTAL COMMUNITY EQUITY	767,339,850	750,824,778

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	Budget	YTD Actual	On Target?	Key Ratios	Budget	YTD Actual	On Target?
Working Capital Ratio (Current Assets / Current Liabilities)	1.73 : 1	4.15 : 1	✓	Interest Coverage Ratio (Net Interest Expense / Total Operating Revenue) (%)	0.83%	0.64%	✓
Target Ratio	> 1:1	> 1:1		Target Ratio Upper Limit (%)	10.0%	10.0%	
This is an indicator of the management of working capital (short term financial capital). Measures the extent to which a Council has liquid assets available to meet short term financial obligations.				This ratio indicates the extent to which a Council's operating revenues are committed to interest expenses. As principal repayments are not operating expenses, this ratio demonstrates the extent to which operating revenues are being used to meet the financing charges associated with debt servicing obligations.			
Operating Surplus Ratio (Net Operating Surplus / Total Operating Revenue) (%)	23.5%	43.5%	✓	Asset Sustainability Ratio (Capital Expenditure on the Replacement of Assets (renewals) / Depreciation Expense)	191.4%	149.7%	✓
Target Ratio	0.0% to 15.0%	> 0.0% to 15.0%		Target Ratio Lower Limit (%)	> 90%	> 90%	
This is an indicator of the extent to which revenues raised cover operational expenses only or are available for capital funding purposes.				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.			
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.				Comments on Ratio Results.			
Net Financial Liabilities Ratio ((Total Liabilities - Current Assets) / Total Operating Revenue)	35.6%	-23.5%	✓	The reported ratios are taken from the Department of Local Government guidelines on sustainable financial management. When looking at ratios it is important to acknowledge that they represent a snapshot in time and that anomalies in the reported results are not taken in isolation. The targets are those provided by the Department as a preferred range and results outside those ranges will require further consideration.			
Target Ratio Upper Limit (%)	<=60%	<=60%		Whilst changes to the legislation have amended the required ratios, the ratios listed will continue to be reported on.			
This is an indicator of the extent to which the net financial liabilities of a Council can be serviced by its operating revenues.				The Asset Sustainability Ratio is under the target lower limit as there has not been a full year of activity for assets.			
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.							
Ratio less than zero (negative) indicates that current assets exceed total liabilities and; therefore, Council has the capacity to increase its loan borrowings.							

INVESTMENTS REGISTER

as at 31 March 2017

CASH MANAGEMENT

10.30am CALL ACCOUNT

LAST MONTH
(28 February 2017)

PRINCIPAL **INTEREST RATE**

GENERAL	QTC SDRC Acct
TOTAL	QTC

\$ 5,606,864.68	2.33%
\$ 5,606,864.68	

\$ 10,992,989.19

BANK BILLS AND BCD

<u>DATE</u>	<u>DESCRIPTION</u>	<u>PRINCIPAL</u>	<u>INTEREST RATE</u>	<u>MATURITY DATE</u>	<u>DAYS</u>
28-Oct-16	QCCU	\$ 3,000,000.00	2.80%	28-Apr-17	182
1-Dec-16	SUNCORP	\$ 3,000,000.00	2.81%	1-Jun-17	182
20-Dec-16	QCCU	\$ 2,000,000.00	2.70%	28-Jun-17	190
20-Dec-16	QCCU	\$ 3,000,000.00	2.70%	28-Jun-17	190
21-Jun-16	BANK OF QLD	\$ 3,000,000.00	2.65%	20-Jun-17	184
18-Jan-17	QCCU	\$ 3,000,000.00	2.70%	23-May-17	125
19-Jan-17	BANK OF QLD	\$ 3,000,000.00	2.80%	18-Jul-17	180
25-Jan-17	NAB	\$ 3,000,000.00	2.60%	28-Apr-17	91
25-Jan-17	BANK OF QLD	\$ 3,000,000.00	2.65%	28-Jun-17	154
10-Feb-17	WESTPAC	\$ 3,000,000.00	2.50%	10-May-17	89
15-Feb-17	QCCU	\$ 3,000,000.00	2.70%	12-Jul-17	147
16-Feb-17	WESTPAC	\$ 3,000,000.00	2.60%	15-Aug-17	180
22-Feb-17	BANK OF QLD	\$ 3,000,000.00	2.65%	17-Aug-17	175
23-Mar-17	NAB	\$ 3,000,000.00	2.53%	22-Jun-17	91
\$ 41,000,000.00	TOTAL	\$ 41,000,000.00			
\$ 61,992,989.19	GRAND TOTAL		\$ 46,606,864.68		
		Weighted Average	2.60%		
		BESW 90 day rate	1.80%		

FUNDS BREAKDOWN

<u>FUND</u>	<u>PRINCIPAL</u>
GENERAL	\$ 46,606,864.68
RESERVE	\$ -
TRUST	\$ -
\$ 61,992,989.19	\$ 46,606,864.68
GRAND TOTAL	\$ 46,606,864.68


INSTITUTION BREAKDOWN

(30% MAXIMUM AT ANY ONE INSTITUTION EXCLUDING QTC)

<u>INSTITUTION</u>	<u>PRINCIPAL</u>
CBA	\$ -
BENDIGO	\$ -
WESTPAC	\$ 6,000,000.00
SUNCORP	\$ 3,000,000.00
QCCU	\$ 14,000,000.00
HERITAGE	\$ -
BANK OF QLD	\$ 12,000,000.00
QTC	\$ 10,992,989.19
NAB	\$ 6,000,000.00
CITIBANK	\$ -
BANK WEST	\$ -
	\$ 46,606,864.68
\$ 61,992,989.19	\$ 46,606,864.68
GRAND TOTAL	\$ 46,606,864.68

10.2 Warwick Shire River Improvement Trust - Appointment of Replacement Councillor Representative

Document Information

 Southern Downs REGIONAL COUNCIL	Report To: General Council Meeting	
	Reporting Officer:	Meeting Date: 26 April 2017
	Chief Executive Officer	ECM Function No/s:

Recommendation

THAT Council appoint an alternate Councillor as its replacement representative for Cr McNichol on the Warwick Shire River Improvement Trust.

Report

Following a review of Councillor Portfolios in 2016 which incorporated Council representatives on various internal and external committees, Council appointed Cr Pennisi and Cr McNichol as Council's representatives on the Warwick Shire River Improvement Trust.

Cr McNichol subsequently resigned from the position of Councillor Representative on that organisation on 29 March 2017.

Under the River Improvement Act 1940 Section 5(1)(a) two Councillors of each constituent local government for the Trust's river improvement area, are to be appointed by the local government. Section 5A(1) of that Act also states that if the office of a member of a Trust appointed by a local government under Section 5(1)(a) or (2) becomes vacant, the local government must appoint another of its Councillors to the office within 30 days after the vacancy.

Council must now appoint another Councillor, in addition to Cr Pennisi, to the Warwick Shire River Improvement Trust.

Budget Implications

Nil

Policy Consideration

Corporate Plan 2014-2019 (revised) – Section 8.6

Community Engagement

Nil

Legislation/Local Law

River Improvement Act 1940
Local Government Regulation 2012
Local Government Act 2009

Options

1. Appoint an alternate Councillor as Council's replacement representative for Cr McNichol on the Warwick Shire River Improvement Trust.
2. Not appoint an alternate Councillor.


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: 26 April 2017
	Director Engineering Services	ECM Function No/s: 04.15.01

Recommendation

THAT Council receive the Engineering Services Department Monthly Report.

Report

The following is provided for the information of Councillors.

GENERAL

Allora Streetscape Engagement

Council undertook a community engagement exercise, through both the print media and town hall style meeting. At the town hall style meeting, 33 members of the community attended.

From the engagement (general) undertaken, 23 submissions were received, with 6 being provided on the night of the town hall meeting and the other 17 coming through the on-line feedback process. Of the received feedback, 40% supported a focus on the park, with the main variation being to the structure, where most supported a rotunda versus the shelter.

COMMUNITY FUNDING

Community Funding Report as at 31 March 2017

Number	Task Description	Project
100683 - In-Kind Assistance Program		
0002403	Killarney Bonfire Night Committee C/KMAC	661.81
0003100	Warwick Polocrosse Club Inc.	1,541.82
0003099	Australian Stock Horse Society Inc	167.49
0003301	Gene Corbett, Total Driver	1,130.30
0000836	Granite Belt Bowmen Inc.	120.00
0003399	Girl Guides Warwick	212.57
0003423	Warwick Bridge Club Inc.	205.51
0003098	Granite Belt Bowmen Inc.	1,368.40
0003398	Allora Show Society	744.91
0003116	Warwick Lure Coursing Club Inc	370.36
0003512	Leyburn and District Historical Society	1,000.41
0003815	Warwick Aero Modellers	976.07
0003851	Warwick Cowboys Rugby League Football Cl	2,393.15
0003860	Morgan Park Raceway	1,503.38
0004014	Karara Campdraft Association	831.01
0004046	Warwick Horse Trials	2,016.97
0004210	Lions Club of Killarney	540.76
Grand Total		15,784.92

2016/17 PROJECT STATUS REPORT

Community Services & Major Projects

Community Services Projects	Status	Next Milestone Target Date	PM
Community Health & Wellbeing	Meeting with stakeholders delayed due to cyclone. First priority will be to deliver "That Sugar Film", dates being negotiated. Other health professionals contacted to be co-contributors to the wider project	Meeting with stakeholders to rescheduled, film date to be confirmed	KM
Grant Applications	Status	Next Milestone Target Date	PM
Stanthorpe Aerodrome Runway Reseal	Documents being drafted, Project Plan reviewed by DSD	Grant applications close 07/04/2017	AJ
Warwick Aerodrome Taxiway Realignment	Documents being drafted	Grant applications close 07/04/2017	AJ
Initiation/Procurement Phase	Status	Next Milestone Target Date	PM
Allora Streetscape	Open for community feedback	Public meeting scheduled for 06/04/2017	AJ
Connolly Dam Toilets	Development application lodged and being assessed RFQ being drafted	RFQ developed to engage contractor to complete ablution facility. 30 April 2017	MB
Emu Swamp Dam Feasibility	Inception meetings held	Strategic Assessment 1 May 2017	MB
Warwick Water Treatment Plant Water Clarifier	RFT closed 28/03/2017, tenders being evaluated	Draft report for Council 05/04/2017	AJ
Construction Phase	Status	Next Milestone Target Date	PM
Civic Centre Fire Repairs	Officially reopened by Governor-General on 25/03/2017 Awaiting Certificate of Classification after rectification of defects	Defects inspection 04/04/2017	AJ
Flood Mitigation Gauges	BOM at Warwick sites from 03/04/2017 to 14/04/2017 (delayed due to BOM staff unavailability because of Cyclone Debbie)	Stanthorpe sites booked for May 2017 due to BOM staff unavailability causing potential project delivery delay	AJ
Maryvale Cemetery Improvements	Fencing completed, onsite inspection required for location of park bench with slab	Bench and slab installation 13/04/2017	ZD
Mt Marlay Lookout Upgrade	Transferred to Works Department (road reseal completed, shelters and picnic tables ordered)		CW
Outdoor Burial Wall – Stage 2, Block E	Burial vaults construction 80% complete, granite shutters arrived from China	Completion 31/05/2017	ZD
Short Street Depot Relocation	Contracts awarded for construction of sheds and upgrade to crib room and toilets	Construction completion date extended to 30/06/2017	ZD
Stanthorpe Library/Art Gallery Under Floor Drainage	14 ventilation holes drilled, slotted vent covers installed	Works Department to do stormwater drainage works commencing April	ZD
Town Hall Asbestos Removal	Facilities staff removing items from under Town Hall to allow work to proceed	Work scheduled for week starting 18 April 2017	ZD
Completed Projects			
Allora Community Hall Improvements			
Equipotential Bonding at Seasonal Pools			
Pioneer Park Swanfels Shelters			
Stanthorpe SES Shed Extension			
Warwick Admin CCC Alterations			
Warwick Saleyards Upgrade Walkways & Stairs – Stage 3			
Mitchner Shelter Conservation Management Plan			
Cemetery Beams			
Cancelled Projects			
Stanthorpe Aerodrome Reseal			
Warwick Aerodrome Taxiway Realignment			

Works Construction

Initiation/Procurement Phase	Status	Next Milestone Target Date	PM
R2R Old Stanthorpe safety improvements	Scoping & document preparation in progress	Works scheduled to commence in mid-April 17	PC
Schnitzerling St Upgrade	Consultant engaged for design works	McEvoy St/ Schnitzerling St intersection will be designed (by mid-April 17) to cater for Heavy vehicle moments & service relocation works will be identified.	Nk
Killarney Streetscapes	Plans available for scoping	Consultation with Business owners & the community to be held separately. Tentative date for consultation will be in late April 17/ early May 17	RB
Blackspot 16/17 - Various jobs	Intersection design works completed	Complete all procurements by late April 17	NK/HT
Thanes Ck culvert reconstruction	Design consultant to be engaged for contract works	Complete design & tender documents by late April 17/ early May 17	NK/RB
Construction Phase	Status	Next Milestone Target Date	PM
Connells Rd Bridge Replacement	Piling works commenced on 21/3/17.	Construction of abutments.	NK
Boxes Rd Bridge Replacement	Design completed.	Piling works scheduled to commence in late March 17.	NK
Kenilworth St Upgarde	Storm water works in progress.	Road works scheduled to commence in mis-April 17.	PC
Reseal - Stage 1 (North)	Pavement repair works almost completed.	Resealing north area scheduled for 3/4/17 - 7/4/17.	RB
TIDS Amiens Rd (CH 0.0 - 4.2 km)	Works commenced in early March 17 & in progress. Overall progress 10%.	Profiler is being used for excavation works.	HT
Blackspot 16/17 - Various jobs	Amiens Rd/ Glenlyon Rd, Dragon Street/ Pratten Street, Wallace Street/ Percy Street intersection works in progress.	Complete all work by 30/6/17.	NK/HT
Completed Projects			
TIDs Eukey Rd			
TIDs Inverramsay Rd – CH 8.5 – 11.8 km (Additional scope: Sealing middle section can be carried out in late March as \$100,000 savings available from this project)			
R2R Goomburra Rd (CH 15.15 – 16.19 km)			
R2R Elphinstone Rd			

R2R Nundubbermere Rd
R2R Goldfields Rd Floodway
Warwick CBD tree surrounding rehabilitation
Resheeting - Stage 1
Resheeting - Stage 2
Reseal - Stage 2 (south)
Blackspot - Eukey Rd
Cancelled Projects
R2R Sycamore St, Killarney – Design almost finalised. This project will be carried out in 17/18 due to new projects funded by State Govt.
R2R Rangers Rd/ Oxenham St intersection – Land resumption finalised, Works by Ergon to be finalised. This project will not be carried out in 16/17 due to new projects funded by State Govt.
R2R Jack Smith Gully Rd - This project will be carried out in 17/18 due to new projects funded by State Govt.
Allora-Clifton Rd Culverts Temporary Remediation - This project will be carried out in 17/18 due to new projects funded by State Govt.
Aldred/ Miller St storm water extension – Ergon agreed for easement. TMR requested stormwater study to consider SDRC proposal. Andrew completed survey. TMR approval to divert storm water along Wood St to be finalised this financial year. This project will be carried out in 17/18 due to new projects funded by State Govt.

WORKS CONSTRUCTION, WORKSHOPS & ASSETS

Design

Works Section

Kenilworth Street, Warwick

The control line has been set out for construction as well as kerb returns at intersections for the water & wastewater sections gang on site. Relocations of water services where conflicts have been confirmed are in progress. Liaison with Telstra & Ergon is continuing regarding their services relocation.

Blackspot Treatments, Warwick & Stanthorpe

Consultant has been engaged to prepare streetlight design for Wallace & Percy Street intersection. The lighting at this intersection will need to be improved for the alterations at this intersection. Scope of work requiring design for Connolly Dam Road has been confirmed during on site meeting with the maintenance section. Survey will be carried out soon. Preparation of plans for safety improvements at the Britannia & Railway Street, Sugarloaf & Mt. Tully Road as well as Sugarloaf & Eukey Road intersections are in progress.

Rogers Street Carpark/Fromes Lane, Stanthorpe

Additional survey was carried out in Fromes Lane and Maryland Street for extension of scope of works associated with the Rogers Street Carpark. Existing services were physically located to confirm depths and location. Data was supplied to consultants for design.

Warwick Hospital Pedestrian Crossing

Further investigation was carried out for proposed installation of a pedestrian facility in Locke Street in front of the Warwick Hospital. Report prepared for general meeting.

Sycamore Street, Killarney

Construction of this job has been postponed to 2017-18.

Soil test results have been received verbally. Lime did not react well with subgrade material. I have requested that subgrade be re-tested to confirm preliminary results. Plans are to be finalised for 2017-18.

Junabee & Rangers Road, Oxenham Street Intersection

Construction of this job has been postponed to 2017-18.

Contract with Ergon to carry out the streetlight upgrade of existing lights has been received and accepted.

Aldred Street Drainage

Construction of this job has been postponed to 2017-18.

The identification survey has been completed. Main Roads require additional information regarding the stormwater run-off impact to property entrances before approval will be granted. Preparation of this information is in progress.

Water & Wastewater Section

Fire Service Standard Drawings

Meeting held to discuss proposed modification to the existing Fire Service standard drawings.

Water Main Installation, Locke Street, Warwick

Work is progressing with pipe jacking. Alignment of water main was confirmed on site with contractor prior to installation process commencing.

Other

Traffic Management Plans

Kenilworth St Reconstruction

Preparation of a traffic management plan for this project is in progress.

Asset Management/Geographical Information System

Geographic Information Systems

- GIS Officer created leasing maps for the corporate services.
- GIS Coordinator continued working on Priority Infrastructure Area reports
- Rural address allocation and Stanthorpe Aerodrome reporting is ongoing
- Stormwater investigation of Warwick and preparation for contractual works has commenced by preparing a visual layer of "points to investigate" by the consultant on a catchment by catchment basis.

The GIS officer is a safety representative and participated in one week Workplace Health & Safety training.

As Constructed Information 2014-15-16-17 Project Componentization

- We are still processing capital projects as constructed information for 2014-15-16-17 into its component to meet the new financial format for Tech1. Managers were reminded to forward the as constructed information and project completion statements.

Water & Waste Water Management support

- AM staff continued assistance with Water and Wastewater Grant funding applications and project commencements.
 - Building our Regions Grant funding Application for the replacement of Storm King Dam Pipeline.
 - Stanthorpe storm inflow to the wastewater system – cross referencing all wastewater mains identified crossing through stormwater mains by the 2013 CCTV survey
- Provide Water and Wastewater technical assistance

Asset Management Plans

- The Buildings Asset Management consultant is reviewing the Buildings AM Plan, and discussions on Buildings Hierarchy and other related matters are underway.

Asset Management Strategy

- Council adopted the AM strategy on the 22 March 2017 .The AM Team is working towards the tasks /actions prepare by the consultant to activate the AM Strategy.

Plant**Passenger Vehicles Due for Replacement for Next Three Months**

Nil

Passenger Vehicles Replace this Month

Nil

WATER & WASTEWATER

Water & Wastewater Report as at 31 March 2017

Recycled Water Tables

Stanthorpe Recycled Water Scheme												
Monthly Volume of Recycled Water Supplied (ML)												
Supply Year 2016-17	Group 1		Hendrick sen/Baro nio	Group 2				Group 3		Urban	Receiving Environment	Monthly Total
	Eastern Colour	DPI		Visentin 1	Visentin 2	Pinata 1 Kelly rd	Pinata 2 Ellwoods	Taylor	Wren			
July	3.897		5.055	0.001	8.397			18.322	0.003		Yes unknown	35.68
August	6.115	0.068	2.229	1.318	0.035			19.388			18.000	40.97
September	4.812		0.820	0.674				3.462	2.244		41.455	53.47
October	4.7408	0.0009			0.0343	0.0121	0.0129	3.646			32.126	40.57
November	7.694	0.000	6.412	0.024	0.033	5.851		8.546		5.329		33.89
December	10.449	0.285	0.059	0.023	0.037	4.107		10.221	0.992	9.669		35.84
January	11.2124		0.015	0.0602	0.0366		2.6885	0.006	13.3091	7.83		35.16
February	14.4841	0.024	1.0543	0.0451	0.0334		0.3735	0.6171	2.9299			19.56
March	16.96	0.00	8.13	0.02	0.04	2.65	6.11	12.82			Yes unknown	46.74
April												
May												
June												
												341.87
Full Allocation (ML)	103	10	42	10	42	19	15	31	16			288
YTD Total (ML)	80.4	0.4	23.8	2.2	8.6	12.6	9.2	77.0	19.5			234
YTD Target (ML)	77.3	7.5	31.5	7.5	31.5	14.3	11.3	23.3	12.0			216
YTD Target (%)	104%	5%	75%	29%	27%	89%	82%	331%	162%			108%
Full Allocation (%)	78%	4%	57%	22%	21%	66%	61%	248%	122%			81%

Notes: Treated effluent discharged to Quart Pot Creek as no capacity in farm storage dams and high inflow to treatment plant due to heavy rain

Irrigators are under expected targets

Discharges to the Quart Port Creek

Stanthorpe Recycled Water Scheme												
Monthly Volume of Recycled Water Supplied (ML)												
Supply Year 2016-17	Group 1		Hendrick sen/Baro nio	Group 2				Group 3		Urban	Receiving Environment	Monthly Total
	Eastern Colour	DPI		Visentin 1	Visentin 2	Pinata 1 Kelly rd	Pinata 2 Ellwoods	Taylor	Wren			
July	3.897		5.055	0.001	8.397			18.322	0.003		Yes unknown	35.68
August	6.115	0.068	2.229	1.318	0.035			19.388			18.000	40.97
September	4.812		0.820	0.674				3.462	2.244		41.455	53.47
October	4.7408	0.0009			0.0343	0.0121	0.0129	3.646			32.126	40.57
November	7.694	0.000	6.412	0.024	0.033	5.851		8.546		5.329		33.89
December	10.449	0.285	0.059	0.023	0.037	4.107		10.221	0.992	9.669		35.84
January	11.2124		0.015	0.0602	0.0366		2.6885	0.006	13.3091	7.83		35.16
February	14.4841	0.024	1.0543	0.0451	0.0334		0.3735	0.6171	2.9299			19.56
March	16.96	0.00	8.13	0.02	0.04	2.65	6.11	12.82			Yes unknown	46.74
April												
May												
June												
												341.87
Full Allocation (ML)	103	10	42	10	42	19	15	31	16			288
YTD Total (ML)	80.4	0.4	23.8	2.2	8.6	12.6	9.2	77.0	19.5			234
YTD Target (ML)	77.3	7.5	31.5	7.5	31.5	14.3	11.3	23.3	12.0			216
YTD Target (%)	104%	5%	75%	29%	27%	89%	82%	331%	162%			108%
Full Allocation (%)	78%	4%	57%	22%	21%	66%	61%	248%	122%			81%

Notes: Treated effluent discharged to Quart Pot Creek as no capacity in farm storage dams and high inflow to treatment plant due to heavy rain

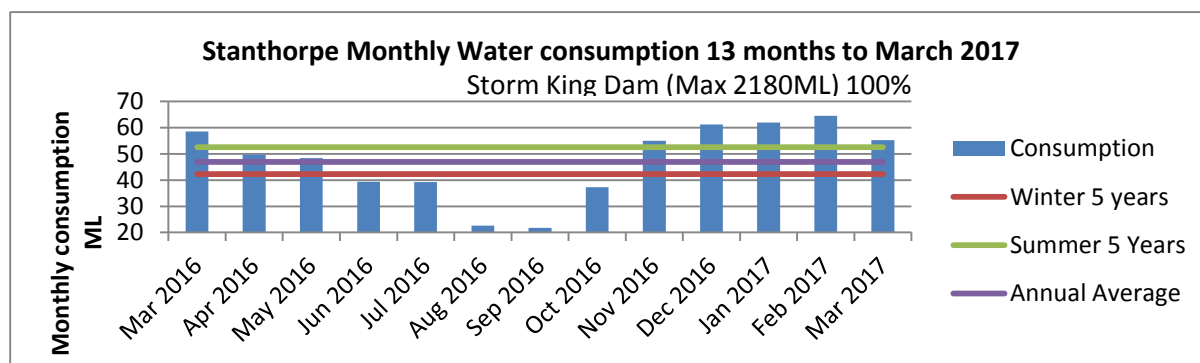
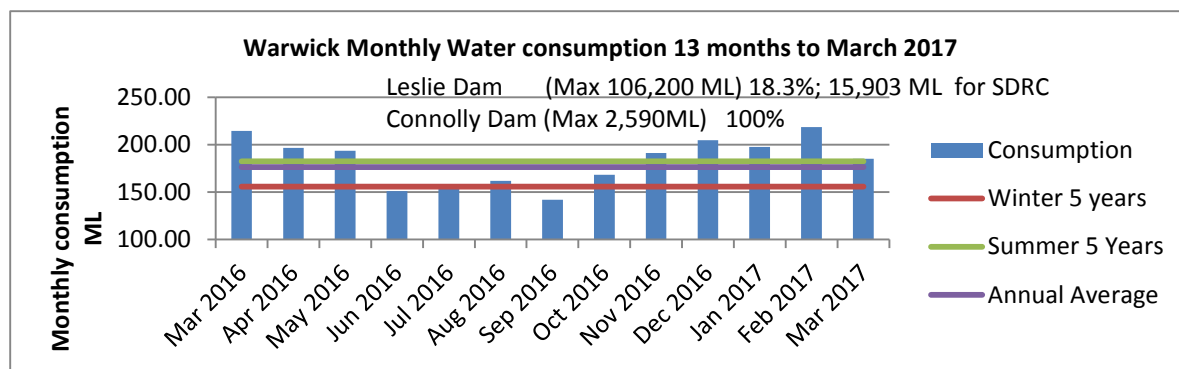
Irrigators are under expected targets

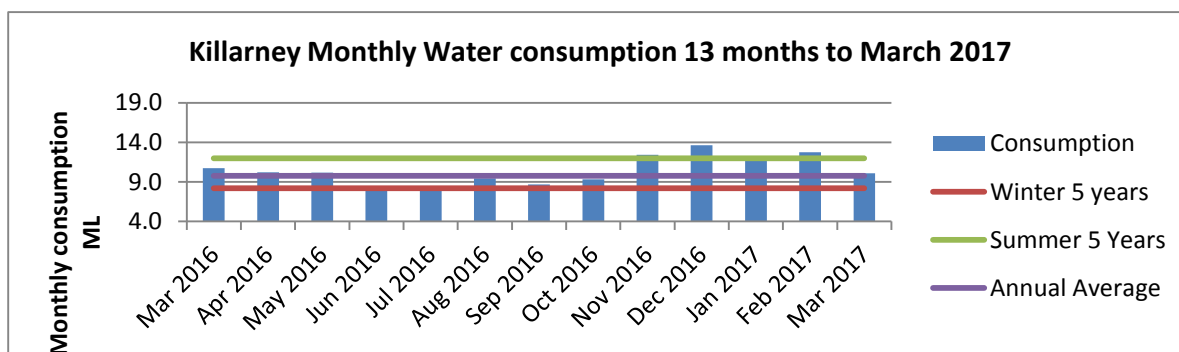
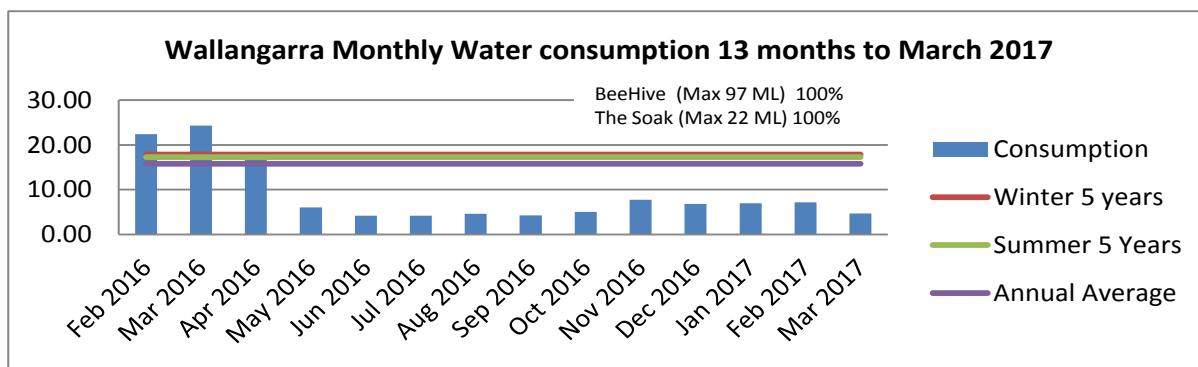
Discharges to the Quart Port Creek

Potable Water Table

Water Supply from Treatment Plants – Month of			March				
Number	Licence compliance Parameters		ADWG Standard	Warwick WTP	Stanthorpe WTP	Killarney WTP	Wallangarra WTP
				Status	Status	Status	Status
1	Physical	NTU	<1	0.5	0.2	0.3	0.2
		Taste Complaint		1	0	0	0
		Odour Complaint		1	0	0	0
2	pH	Minimum	6.5	6.7	7.2	7.6	7.3
		Maximum	8.5	7.1	7.4	7.8	7.7
3	Free Chlorine Residual (mg/L)	Maximum	<5.0	2.9	2.5	3	2.5
4	<i>E. coli</i> (MPN/100mL)	Nil		2	0	0	0
Legend							

Monthly Water Consumptions Graphs





Budget Implications

Nil

Policy Consideration

Nil

Community Engagement

Nil

Legislation/Local Law

Nil

Options


1. Receive the Engineering Services Department Monthly Report
2. Not receive the Engineering Services Department Monthly Report

Attachments

Nil

11.2 Consultation on Pioneer Park Picnic Shelter, Swanfels

Document Information

 Southern Downs REGIONAL COUNCIL	Report To: General Council Meeting	
	Reporting Officer:	Meeting Date: 26 April 2017
	Director Engineering Services	ECM Function No/s: 21.10.10

Recommendation

THAT Council proceed with construction of a shelter shed similar in design to the previous building at an estimated cost of \$100,000 during the 2017/2018 Budget.

Report

At the Council Meeting held on 16 February 2017, Council resolved that "Council immediately commence community consultation for the replacement of the Swanfels shelter shed and that the item be referred for consideration in the draft 2017/2018 Capital Works Budget".

A letter box drop was carried out in the area, a notice placed at the park, and a public notice was placed in the Southern Free Times asking for written submission by 31 March 2017. The submissions received are attached. A total of 109 were received.

The overall response received requires construction of a shelter in the same format as what had previously existed. Mr Russell Anstey has offered to provide services for design and documentation pro bono. A preliminary price of \$100,000 has been obtained as a guide to budgeting.

Budget Implications

A preliminary price of \$100,000 has been obtained. There is currently no budget allocation for this work.

Policy Consideration

Nil

Community Engagement

The responses are attached

Legislation/Local Law

Nil

Options

Council:


1. Proceed with construction of a shelter shed similar in design to the previous building at an estimated cost of \$100,000.
2. Provide a basic shelter.
3. Carry out no further actions.

Attachments

1. Received Submissions (Excluded from agenda - Provided under separate cover)[View](#)

11.3 Warwick Hospital Pedestrian Crossing

Document Information

 Southern Downs REGIONAL COUNCIL	Report To: General Council Meeting	
	Reporting Officer:	Meeting Date: 26 April 2017
	Manager Works Construction, Workshops & Assets	ECM Function No/s: 28.23/30.12

Recommendation

THAT Council review the information provided and seek a meeting with the Health Service Chief Executive Officer of Darling Downs Hospital and Health Services to discuss this matter.

Report

The purpose of this report is to investigate the proposed installation of a pedestrian facility on Locke Street in front of the Warwick Hospital and the implications such an installation will have on site.

This investigation has been undertaken following receipt of a petition which requested that a pedestrian crossing be installed. Pedestrian facilities can be divided into several classifications:

- **Time Separated facilities** include zebra pedestrian crossings, children's crossings (as at West State School mentioned in the petition) and pedestrian actuated traffic signals (mid-block);
- **Physical Pedestrian facilities** include pedestrian refuges, traffic islands, medians, kerb extensions and pedestrian fencing;
- **Grade Separation** include subways and bridges;
- **Warning Signs** simply warn of the presence of pedestrians or pedestrian facilities ahead.

Part 10 of the Manual of Uniform Traffic Control Devices (MUTCD) states that "*it needs to be established that there is a realistic demand for a pedestrian facility. Facilities that are used infrequently may, in the case of time separated facilities, come to be ignored, or in the case of physical facilities, become an unnecessary obstruction in the roadway.*"

The current criteria for installing any pedestrian facility are based on the use of a Facility Selection Tool. This tool, the Pedestrian Crossing Facility Guidelines and Prioritisation System, is found in the Traffic & Road Use Management (TRUM) manual. Site data is collected and entered into the tool which provides guidance on the selection of appropriate pedestrian facilities for that site. The tool considers such things as traffic volumes; pedestrian numbers including existing level of service, consideration for elderly, children and disabled pedestrians; sight distance, accident history and the impact a facility will have on the existing road environment.

Whichever pedestrian facility is selected, its safe operation is dependent on the driver being able to see both a pedestrian on or about to use the crossing and the signs and markings associated with it as well as the pedestrian having adequate sight distance to use the crossing. The section of Locke Street in front of the Warwick Hospital is straight but the vertical alignment is curved in this section and the crest of this curve is in vicinity of the existing bus stop (just East of the main entrance to the hospital). The posted speed limit in this section is 40 km/hr. To achieve the required sight distance the proposed pedestrian crossing facility will need to be situated at or very

near to the crest point. This will mean the existing bus stop will need to be relocated preferably to just West of the proposed facility so that the bus does not restrict sight distance to pedestrians. Translink have been contacted regarding the potential relocation of the stop and have requested details be provided if the facility is to be installed.

There will be a loss of existing car parks with any pedestrian facility. The number of parks lost will be governed by the type of facility installed. Provision for people with disabilities is required and these will include kerb ramps, pavement level (cut-through) access across islands and medians and tactile ground surface indicators. Existing kerb ramps and kerb extensions will need to be removed or modified to encourage use of the new crossing point. It was observed that the existing carpark is often full and hospital patrons park in William Street and walk up this street to cross Locke Street. To encourage use of a new crossing it is proposed that the existing concrete path be extended to William Street. As well as this a new pavement level access point across the island separating parallel parks from the angle parking area will be required and 14 angle parks will need to be remarked.

The MUTCD also requires any pedestrian facility to be provided with road lighting in accordance with AS/NZS 1158.4 unless usage of the facility will not be expected at night. Based on advice obtained from a lighting consultant, it is anticipated up to four new lights will be required to meet this standard. The cost of this installation, including connection to the existing network and Ergon fees, is anticipated to be \$20-\$25,000.

To obtain the relevant site data, Council installed a traffic counter in Locke Street approximately 45m east of the William Street junction. The average annual daily traffic was 1472 vehicles and the 85th percentile speed of these vehicles was 46 km/hr. This is the speed at or below which 85 percent of vehicles are observed to travel under free-flowing conditions past the nominated point. As a result of this investigation and the apparent non-compliance with the posted speed limit, Council has recently purchased new speed signs enhanced with LED lights. These will be installed in coming weeks and will hopefully make motorists more aware of the posted 40 km/hr speed zone in front of the hospital.

Council obtained CCTV footage of pedestrian movements for four days commencing from Monday 27 March to Friday 31 March. The camera was positioned near the William Street junction looking East along Locke Street. Pedestrian numbers crossing at or within 50m either side of the proposed crossing point were observed. Due to time constraints not all the footage was reviewed. However, numbers were recorded for hourly periods from 12 midday on Monday until 6pm and then from 6am on Tuesday to 12 midday. The peak hour observed was between 3pm and 4pm on the Monday when 75 pedestrians crossed Locke Street within the recording zone.

There are two existing pedestrian facilities providing pedestrian access to Locke Street from the angle parking area. These are a form of the kerb extension facility where the pedestrian needs to determine a suitable gap in traffic to cross the street. Currently parallel parking is permitted directly adjacent to these facilities restricting crossing sight distance. There have been no recorded accidents involving pedestrians in this section of Locke Street during the last three years.

This investigation was carried out using SDRC GIS information only, including aerial imagery. A detailed site survey will need to be carried out in order determine precise dimensions and positioning of any facility.

Possible Treatments for Improved Pedestrian Facilities

The site data obtained was entered into the Pedestrian Crossing Facility Guidelines and Prioritisation Tool. The results obtained were that a pedestrian refuge or kerb extensions were possible treatments. A zebra crossing was not warranted at this stage.

A pedestrian refuge will consist of 2.5m wide raised median islands installed in the centre of the road. (Refer Attachment 1 - Warwick Hospital Pedestrian Refuge Option) The traffic lanes

will need to be realigned past these medians and as a result approximately 16 car parks will be lost including those lost with the bus stop relocation.

Kerb extensions involve construction of raised islands extending from the existing kerb line to just outside the traffic lane. (Refer Attachment 2 - Warwick Hospital Pedestrian Refuge Option) Kerb extensions reduce the crossing distance and therefore the time that pedestrians are exposed to traffic. The number of car parks that will be lost with this option is 8 including those lost with the bus stop relocation.

Both these options are classified as physical pedestrian facilities and require the pedestrian to select a gap in the traffic to cross Locke Street safely. The raised Pavement markings requested in the petition are usually only installed for time separated facilities where the onus is on the driver to give way to pedestrians.

As a reduction in the number of car parks in front of the hospital is undesirable, the pedestrian facility with the least impact on parking will be the kerb extension option. As mentioned earlier if this facility was installed Council will need to consider modifications to existing kerb ramps and access across islands, lighting, relocation of the bus stop (including bus shelter) , extension of footpath to William Street to encourage use of the new facility, installation of new kerb ramps and access points across islands, new line marking and signage.

The final option is to retain the existing kerb extensions. The enhanced speed signs to be installed may make motorists more aware of the posted 40 km/hr speed limit and reduce the 85th percentile speed. However the existing facilities do not comply with current standards and sight distance to the existing facilities is not being achieved due to their vicinity to parked vehicles.

Budget Implications

A preliminary cost estimate for the construction of either a Kerb Extension or Pedestrian Refuge Pedestrian Facility is \$80,000.

There is no allocation in the current 2016/17 Capital Works Budget or the proposed 2017/18 Capital Works Budget for construction of a Pedestrian Facility in Locke St in front of the Warwick Hospital.

Policy Consideration

Nil

Community Engagement

This investigation was instigated by a petition received from the public. No other community engagement has been carried out for this investigation. Contact has been made with the Director of Nursing at the Warwick Hospital who in turn has recommended discussions or a meeting with the Health Services Chief Executive Officer, Darling Downs Hospital and Health Services.

Legislation/Local Law

The Traffic and Road Use Management (TRUM) manual referenced in this report is issued under the authority of Section 166 Transport Operation (Road Use Management) Act 1995.

Options

Council:

1. Review the information provided and seek a meeting with the Health Service Chief Executive Officer of Darling Downs Hospital and Health Services to discuss this matter.
2. Include the installation of a pedestrian facility consisting of kerb extensions, parking rearrangements and street lighting on Locke Street in front of the Warwick Hospital in

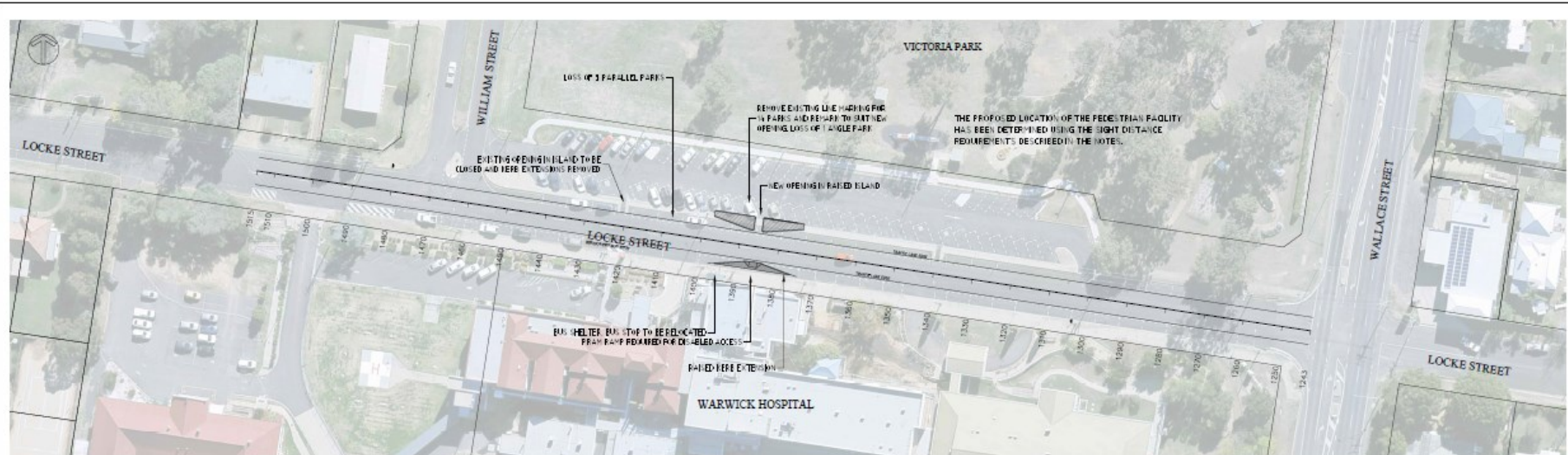
Council's Indicative 4 year Capital Works Program in 2018/19, subject to final budget deliberations for the 2018/19 capital budget.

3. Note the report for consideration in future capital budgets
4. Include the installation of a pedestrian facility consisting of kerb extensions, parking rearrangements and street lighting on Locke Street in front of the Warwick Hospital in Council's Proposed 2017/18 Capital Budget.
5. Note the report and take no further action.

Attachments

1. Warwick Hospital Kerb Extensions Option [View](#)
2. Warwick Hospital Pedestrian Refuge Option [View](#)

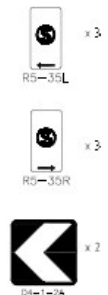
Item 11.3 Warwick Hospital Pedestrian Crossing
Attachment 1: Warwick Hospital Kerb Extensions Option



PLAN
SCALE 1 : 500

- NOTES:
1. THE INVESTIGATION HAS BEEN CARRIED OUT WITHOUT DETAILED SURVEY, WITH THE USE OF AERIAL PHOTOS AND MAPS DATA ONLY.
 2. APPROXIMATE DESIGN SPEEDS 50 KM/H.
 3. THE TYPE AND EXTENT OF SIGHT DISTANCE WILL INFLUENCE THE DESIGN AND LOCATION OF THE CROSSING. THERE ARE TWO TYPES OF SIGHT DISTANCE REQUIRED TO BE SATISFIED WITH PEDESTRIAN CROSSINGS.
 4. THE APPROACH SIGHT DISTANCE (ASD) IS THE MINIMUM LEVEL OF SIGHT DISTANCE WHICH MUST BE AVAILABLE ON THE ROAD APPROACHES TO THE PAVEMENT CROSSINGS FOR THE PEDESTRIAN CROSSING. WHERE THE DESIGN SPEED IS 50 KM/H, THIS DISTANCE IS 54M.
 5. CROSSING SIGHT DISTANCE (CSD) SHOULD BE PROVIDED BETWEEN THE APPROACHING VEHICLE, AND A PEDESTRIAN WAITING TO CROSS THE ROAD. FOR A 50 KM/H CROSSING AND AVERAGE WALKING SPEED OF 1.2 M/S THE CSD PROVIDED IS 111 M.
 6. THE NET LOSS OF PARKING SPACES ASSOCIATED WITH THE PROPOSED FACILITY, LIGHTING OF THE CROSSING SHOULD SATISFY ANY OTHER LIGHTING REQUIREMENTS HAVE NOT BEEN FORMALLY ASSESSED AS PART OF THIS INVESTIGATION BUT ADVICE RECEIVED IS THAT FOUR NEW LIGHTS WILL BE REQUIRED.
 7. CONSULTATION WITH TRANZSIGNAL WILL BE REQUIRED FOR THE SIGNING AND RELOCATION OF THE BUS STOP.

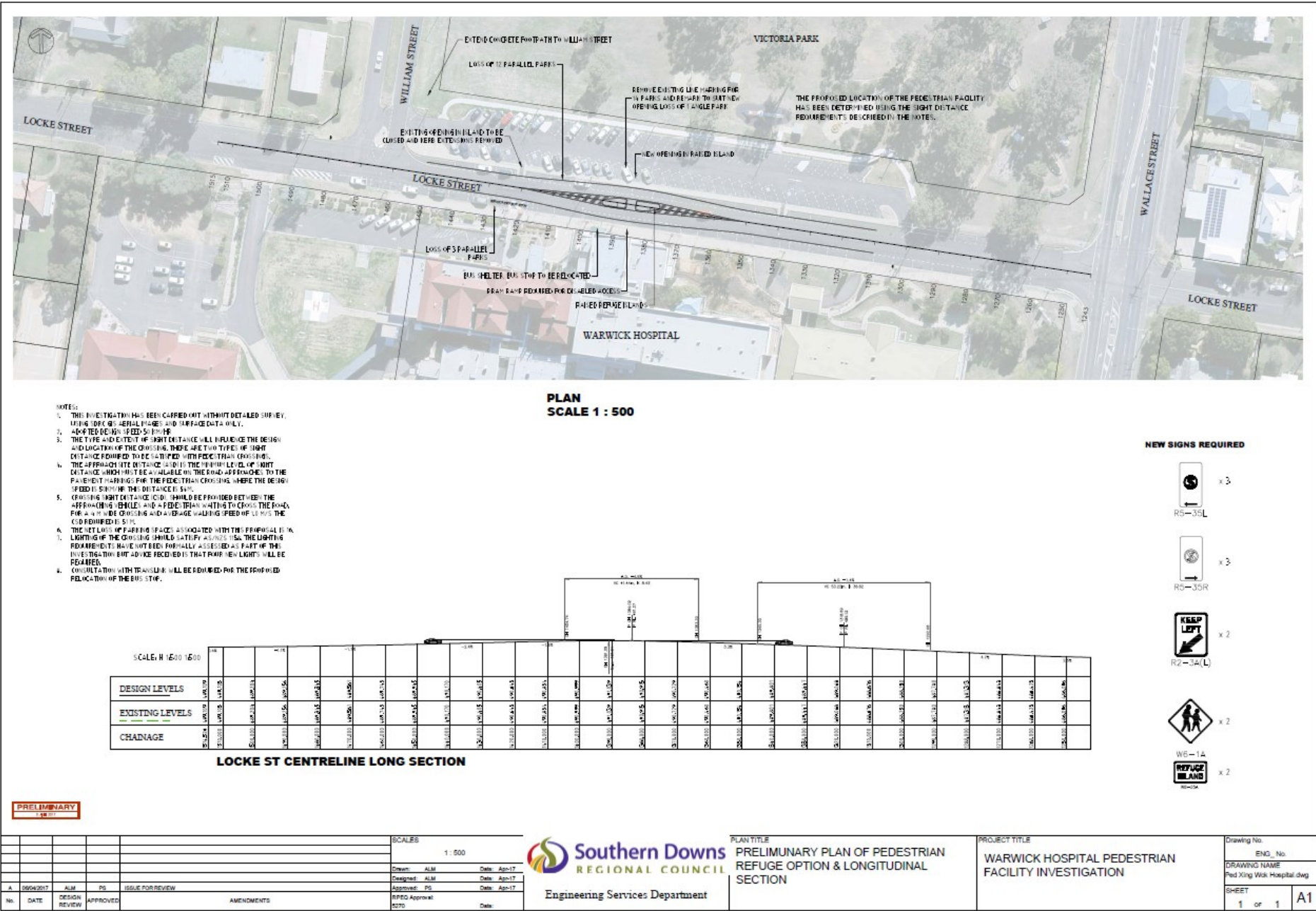
NEW SIGNS REQUIRED



LOCKE ST CENTRELINE LONG SECTION


PRELIMINARY
1:500

										SCALES	
										1 : 500	
										Drawn: ALM Date: App-1	
										Designed: ALM Date: App-1	
										Approved: PS Date: App-1	
										RTTC Approval: RTTC Date: App-1	



11.4 Replacement of Trees Grafton Street Warwick

Document Information

 Southern Downs REGIONAL COUNCIL	Report To: General Council Meeting	
	Reporting Officer:	Meeting Date: 26 April 2017
	Manager Work Maintenance & Open Space	ECM Function No/s: 30.16.04

Recommendation

THAT Council accept the results of the survey and reinstate the trees on Grafton Street. Reinstatement will include concrete root barriers and the preferred tree species is Scarlet Oak.

Report

Due to significant footpath damage caused by tree roots from four large London Plane trees on Grafton Street, Warwick, Council began a project to install concrete root barriers around the existing trees in September 2016. However, when construction began it quickly became evident that due to the size and quantity of existing roots, the installation of barriers would have been ineffective and left Council no alternative but to remove the trees and barricade off the four areas.

A public notice was placed in the Warwick Daily News and the Southern Free Times seeking public input by the 27 March 2017 before deciding on a permanent solution.

The options were:

1. Replace with a car park; or
2. Replace with a more suitable tree, with a less invasive root structure.

5 submissions were received with 4 of the submissions selecting Option 2 and 1 submission selecting Option 1. (submissions attached).

The public were also invited to voice their opinion using an online survey tool known as survey monkey. The same questions were asked as above. If they chose the tree replacement option they were then given an opportunity to choose what type of tree from a choice of 3 preselected species.

A summary of results are as follows and is also included in the attachments.

Question 1

What would you like to see done with the area where the trees have been removed?

98 people responded to this question with 81.63% saying they would like to see the trees replaced. 18.37% said they would prefer to see additional car parks constructed.

Question 2

81 people answered the second question in which 58.02% preferred the Scarlet Oak Tree.

From the submissions received and the results of the on line survey it is clear the response is in favour of replacing the trees.

However it should be noted that during the door knock of adjacent business owners the overwhelming comments made was to construct additional car parks. In fact out of the 15 business owners there was only 1 tenant who wanted the trees replaced. Most retailers sited issues with high maintenance costs, blocked drains & gutters and were happy to see the trees gone. The issues relating to blocked drains can be overcome with more frequent street sweeping and tree trimming to limit growth to below roof gutter level.

Budget Implications

To install concrete root barriers and replace with the preferred tree as per the survey to all 4 areas the approximate cost will be \$16,000.

Policy Consideration

There is no funding for the tree replacement project in the current 16/17 budget. Nor is there currently any allowance in the 17/18 budget.

Community Engagement

Extensive community consultation was conducted. This included door knocking retailers, 4 public notices in the Warwick Daily News, a media release via email to all media outlets, social media notifications and the on-line survey using Survey Monkey.

Legislation/Local Law

Nil

Options

1. Accept the results of the survey and the public submissions and replace the 4 areas with trees.
2. Weight the opinions higher of the local retailers as they have direct impact with tree issues and convert the areas into car parks.

Attachments

1. Received Submission [View](#)
2. Survey Monkey Results [View](#)

To Southern Downs
Regional Council,

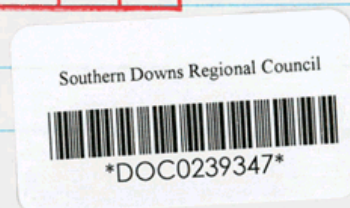
My opinion re replacement
of the trees in Grafton St
is that much smaller trees
than the ones suggested
as these grow as large
as the others that were
removed.

I suggest trees like the
ones in Fitzroy St near
the Police Stn would
be appropriate.

Yours

Jean McDonald
Rate payer

SOUTHERN DOWNS REGIONAL COUNCIL			
WARWICK BRANCH			
RECEIVED			
29 MAR 2017			
	Action Officer	✓	File
Tsk			
Dst			
Fwd			



-----Original Message-----

From: Step [<mailto:step.bcm@bigpond.com>]
Sent: Wednesday, 29 March 2017 9:08 AM
To: General Enquiries
Subject: Grafton Street Trees.

We wish to suggest they be replaced with THE BRADFORD PEAR TREE, as these trees do not have a wide Canopy, have beautiful Spring flowers, and Spectacular Autumn Colours, and a noninvasive Root System. Two of these Trees can be viewed in our back yard at 34 Himyar Drive Warwick.

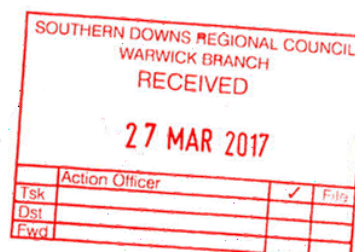
Bernie & Celline Stephens.

Sent from my iPad

112 Glengallan Rd
Warwick QLD 4370

27 March 2017

To whom it may concern



Re: Replacement of trees Grafton St Warwick

Thank you for the opportunity to comment on the replacement to the recent removal of the London Plane trees on Grafton St.

I believe to remain with the original street scape and to ensure softening of the environment, the preferable option to me is:

No. 2 option : replace with a more suitable tree, with a less invasive root structure

I do not have a preference within the three trees mentioned.

I hope SDRC continues to promote consumer input in such decisions.

Kind regards

Janet Reid

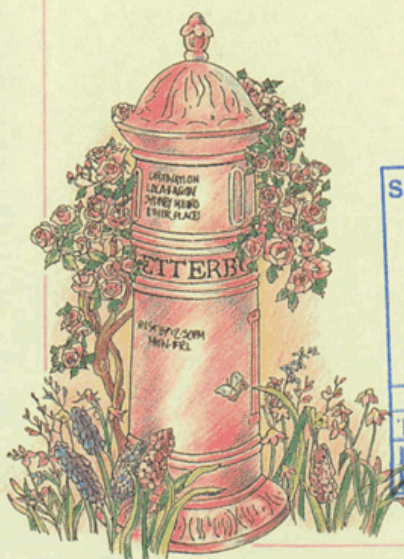
34 Roserick Rd.,
Warwick
H370,
25 - 3 - 2017.

Southern Downs Council, Dear Sir
re the "Replacement of Grafton St
Trees".

My choice is
Evergreen Ash, *Fraxinus Griffithii*
also known as Himalayan Ash.

Sorry about the writing, I am
90 years old (91 in June) I have
Arthritis in my right arm which
is useless, & I find it hard to hold
a pen

Thanking you
Betty Schnitzler
Warwick



SOUTHERN DOWNS REGIONAL COUNCIL WARWICK BRANCH			
RECEIVED			
29 MAR 2017			
Action Officer		✓	File
Tsk			
Dst			
Fwd			

Southern Downs Regional Council



DOC0239191

The Warwick Horticultural Society
1019 Killarney Road
Warwick Qld 4370
11th March 2017

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

SOUTHERN DOWNS REGIONAL COUNCIL WARWICK BRANCH			
RECEIVED			
16 MAR 2017			
	Action Officer:	<input checked="" type="checkbox"/>	File
Tsk			
Dst			
Fwd			

Dear Mr Keenan

Re: Grafton Street Plan

Following discussions on this matter by committee members it was agreed council be advised the Warwick Horticultural Society would prefer these spaces be utilised for car parking which is certainly needed in this area rather than plant any of the deciduous varieties named.

As you would be aware the CBD has lost far too many valuable car spaces to the "streetscape" including in front of the Town Hall, therefore our Society hopes on this occasion our opinion might be of some value.

Kind regards



Margot Cory
Secretary

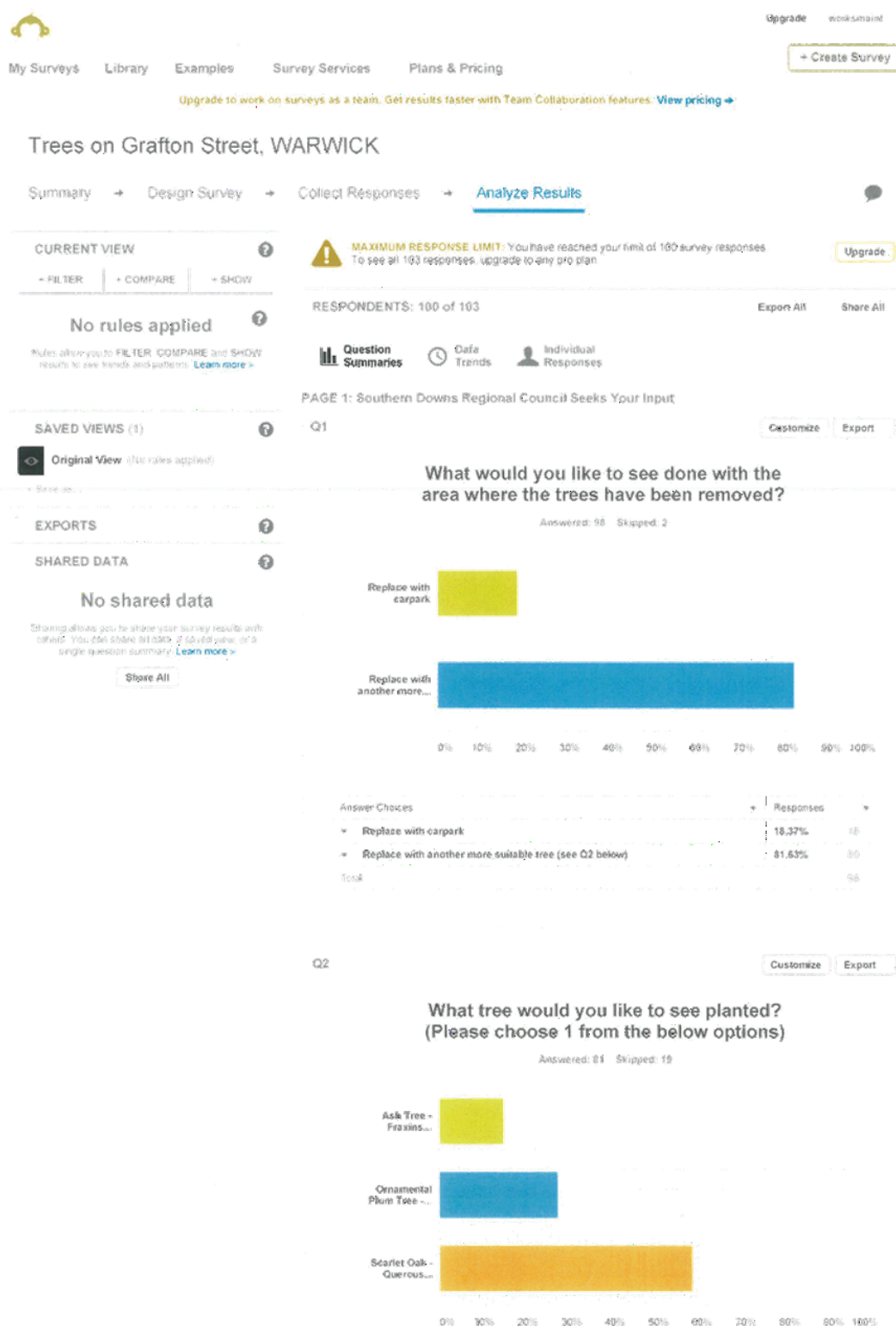
Southern Downs Regional Council



DOC0238926

SurveyMonkey Analyze - Trees on Grafton Street, WARWICK

Page 1 of 2



<https://www.surveymonkey.com/analyze/12Q1B613tc5dPYyhk5Pfghm4PxgHPAuMlf...> 9/04/2017

SurveyMonkey Analyze - Trees on Grafton Street, WARWICK

Page 2 of 2

Answer Choices	Responses
Ash Tree - Fraxinus Pennsylvanica Lednaw	14.81% 12
Ornamental Plum Tree - Prunus Cerasifera	27.16% 22
Scarlet Oak - Quercus Coccinea	58.02% 47
Total	81

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Privacy • Terms of Use • Privacy Policy • Anti-Spam Policy • Security Statement • Email Opt-In • Accessibility



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<https://www.surveymonkey.com/analyze/12Q1B613tc5dPYYhk5Pfghm4PxgHPAuMlf...> 9/04/2017

11.5 Proposal to Decommission Public Toilets Behind the Warwick Town Hall

Document Information

 Southern Downs REGIONAL COUNCIL	Report To: General Council Meeting	
	Reporting Officer:	Meeting Date: 26 April 2017
	Manager Community Services and Major Projects	ECM Function No/s: 05.59

Recommendation

THAT Council:-

1. Seek public feedback by 12 May 2017 on the proposed decommissioning of the toilets located behind the Warwick Town Hall.
2. Further consider the proposal following assessment of that feedback.

Report

Located behind the Warwick Town Hall is an ageing brick public toilet block which has been the subject of recent vandalism, complaints regarding its condition and aesthetics. The age of the toilet block is unknown, although the building materials suggest that it is circa 1960s. The Warwick Town Hall Conservation Management Plan Policy 46 states "The brick toilets at the rear of the building have no cultural heritage significance and can be removed, replaced or renovated as required."

Council has received two complaints so far this year in relation to maintenance issues and a total of eleven complaints in the past four years. Of these complaints, two mentioned the aesthetics of the building, and other complaints were in relation to maintenance or issues caused by vandals.

The design of the toilets is not in accordance with best practice Crime Prevention through Environmental Design (CPTED) strategies and is unable to be locked at night, leaving opportunity for crime and vandalism. If this building were to be removed, it may allow for the most productive use of the space while reducing the opportunity of crime.

The toilet facilities are not compliant for people with disabilities and the fact that there is a disabled car parking space located directly outside the toilet block is misleading to the public.

In 2014 an Asset Condition Inspection was conducted by Council's Facilities Maintenance Officers and the report following inspection states that the estimated remaining useful life of the building is five years due to signs of old age and increases in maintenance requirements. In general, a building will have a useful life of 40 years and as this toilet block is estimated to be in the vicinity of 60 years old, it is well past its useful life and has been completely depreciated financially.

As the maintenance requirements will continue to increase as the toilet block ages, it is recommended to decommission the toilet block and replace with an estimated three additional car parking spaces which can be utilised by people attending the Visitor Information Centre as parking is at a premium in this area.

There are a number of other toilet facilities located within close proximity, namely the amenities in Grafton Street which are located approximately 135 metres from the Town Hall toilet block.

Amenities are also available within Town Hall during business hours, approximately 100 metres across the Council carpark near the Art Gallery, within Rose City Shoppingworld and at Leslie Park (distance from Town Hall toilet block approximately 300 metres).

Budget Implications

Early costings for the disconnection of services, decommissioning and car park reinstatement amount to \$15,000. Sufficient funding can be allocated from Council's Property Maintenance operational budget.

Policy Consideration

The Conservation Management Plan dated 14 August 2001 Policy 46 allows for the removal of the brick toilet block behind the Town Hall as it does not form part of the Heritage listing for the building.

Community Engagement

Nil

Legislation/Local Law

The toilet building behind the Warwick Town Hall is not part of the Heritage Listing. Decommissioning will require building approval prior to works.

Options

1. Seek public feedback by 12 May 2017 on the proposed decommissioning of the toilets located behind the Warwick Town Hall.
2. Decommission the toilet block and replace with car parking spaces.
3. Do not decommission the toilet block.

Attachments

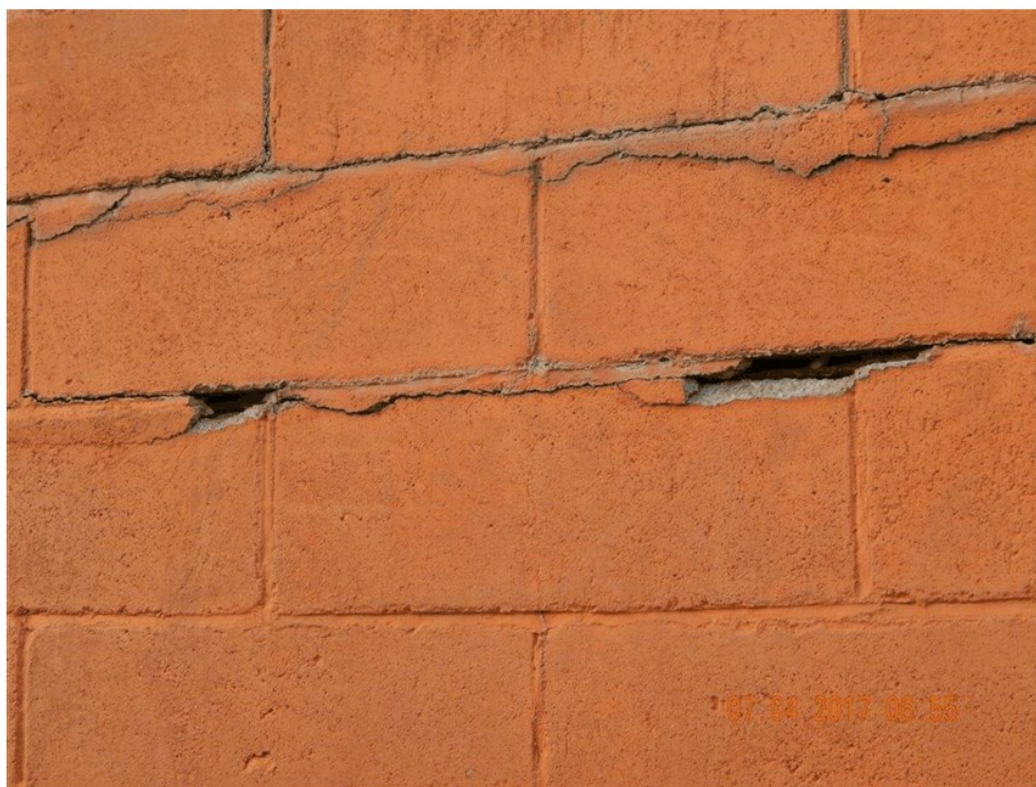
1. Location of Toilet Block [View](#)
2. Photos of the Toilet Block [View](#)
3. Location of alternative facilities in the area [View](#)

Attachment 1

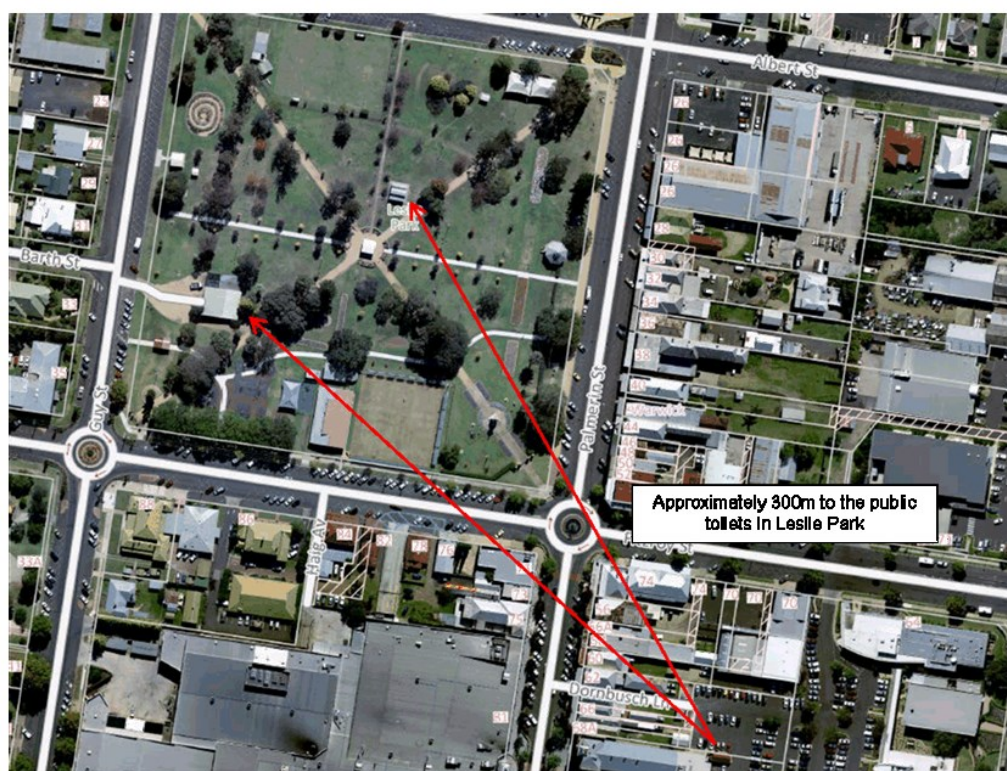


Attachment 2






Attachment 3



11.6 Minutes of the Community Services Advisory Committee (CSAC) Meeting held 14 March 2017

Document Information

 Southern Downs REGIONAL COUNCIL	Report To: General Council Meeting	
	Reporting Officer:	Meeting Date: 26 April 2017
	Manager Community Services and Major Projects	ECM Function No/s: 13.52.01

Recommendation

THAT Council

1. Receive the minutes of the Community Services Advisory Committee Meeting held on 14 March 2017; and
2. Endorse the following recommendations made by the Community Services Advisory Committee:
 - a. *Council amend the Terms of Reference to allow for an increase in membership of the committee from 8 to 9 members; and that that Chair and Councillors to put forward two recommendations for new committee members from nominations initially received by Council.*
 - b. *Council engages with key stakeholders and service providers to assess the skill sets required to service upcoming job opportunities in Stanthorpe and Warwick and develop strategies to address gaps in skill sets.*
 - c. *Council endorses the draft Community Service Strategic Plan as a framework for the Community Services Advisory Committee.*

Report

The Community Services Advisory Committee (CSAC) met on 14 March 2017.

Attached to this report are the minutes of that meeting and the draft Community Services Strategic Plan.

Budget Implications

Nil

Policy Consideration

Advisory Committees Policy

Community Engagement

Nil

Legislation/Local Law

Local Government Act 2009

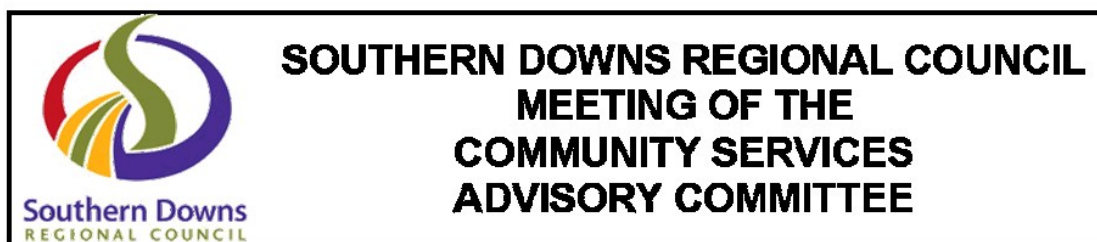
Local Government Regulation 2012

Options

1. Receive the Minutes of the Community Services Advisory Committee Meeting held on 14 March 2017, including the recommendations.
2. Do not receive the Minutes of the Community Services Advisory Committee Meeting held on 14 March 2017, including the recommendations.

Attachments

1. Minutes of the Community Services Advisory Committee Meeting Held on 14 March 2017 [View](#)
2. Draft Strategic Plan [View](#)



MINUTES OF THE COMMUNITY SERVICES ADVISORY COMMITTEE (CSAC)

Held in the Old Council Chambers, Stanthorpe on

Tuesday, 14 March 2017 at 3.00pm

ORDER OF BUSINESS:

1.	PRESENT.....	3
2.	APOLOGIES	3
3.	READING AND CONFIRMATION OF MINUTES.....	3
4.	DECLARATION OF CONFLICT OF INTEREST.....	3
5.	RESIGNATION OF COMMITTEE MEMBER.....	3
6.	INCOMING CORRESPONDENCE.....	4
7.	OUTGOING CORRESPONDENCE	4
8.	COMMUNITY SERVICES DRAFT STRATEGIC PLAN.....	4
9.	GENERAL BUSINESS.....	5
10.	ACTIONS.....	5
11.	NEXT MEETING.....	5
12.	CLOSURE	5

1. PRESENT

Cr Sheryl Windle, Cr Neil Meldejohn, Gary Kelly, Thomas Upton, Anthony Rixon, John Bylckl

Observers

Peter See (Director Engineering Services), Zoë Dunlop (Community Services Officer and Minute Secretary).

2. APOLOGIES

Mayor Tracy Dobie, David Keenan (Chief Executive Officer), Fiori Cruz, Liz Mikkelson, Kerry Marsden (Community Services Co-Ordinator), Michael Bell (Manager Community Services and Major Projects)

3. READING AND CONFIRMATION OF MINUTES

3.1 CSAC Meeting – 18 January 2017

Recommendation

THAT the minutes of the CSAC Meeting held on Wednesday, 18 January 2017 be adopted.

Moved: John Bylckl

Seconded: Thomas Upton
Carried

4. DECLARATION OF CONFLICT OF INTEREST

Nil.

5. RESIGNATION OF COMMITTEE MEMBER

Resignation received from Liz Mikkelson, effective immediately.

Proposed replacement for Liz's position is Tony Pearson from Killarney who nominated for the Committee and is still keen to come on board.

The Terms of Reference state the total membership is 8 people but the committee would like to appoint a ninth member to assist with the balance of members from around the region and for quorum purposes.

The Terms of Reference will need to be amended to extend the membership number to 9 and to state that the quorum will be 5 members rather than half the number of members of the CSAC, plus one.

The Committee suggested another nominee (Anne) for the additional position on the Committee but she will need to be contacted to find out whether she is still interested.

Recommendation

THAT Council allows for the increase in membership of the committee from 8 to 9 members; Chair and the Councillors to put forward two recommendations for new committee members from nominations initially received by Council.

Moved: Thomas Upton

Seconded: Neil Meiklejohn

Carried

6. INCOMING CORRESPONDENCE

Nil.

7. OUTGOING CORRESPONDENCE

Nil.

8. COMMUNITY SERVICES DRAFT STRATEGIC PLAN

The Committee discussed the Community Services Draft Strategic Plan and how to work towards the visions and priorities outlined in the strategy. The Committee's role is to find out what the community needs and wants and then be able to relay that to Council.

The biggest issue the Committee believes the community is facing is in relation to unemployment, lack of training providers and disconnect between school and work for young people (i.e. leaving school without any job ready skills).

The Committee discussed ensuring there are people skilled and ready to take up new economic development opportunities (e.g. extension to Carramar Aged Care facility which will have 70 new jobs and Regency Park which will have 140 jobs) which would also assist with getting unemployed people back into the workforce.

Council can develop strategies and advocate to ensure people have the skills to take up these new opportunities but unfortunately it is the role of employment agencies and training organisations to providing the training and assist with filling these roles.

The Committee would find it beneficial to have a profile on the region's unemployed and for Council to bring together employment agencies, training providers and both Chambers of Commerce to discuss what upcoming opportunities there are and how best to fill these vacancies, especially if that means lifting people out of unemployment through gaining certifications relevant to these potential vacancies.

Recommendation

THAT Council engage with key stakeholders and service providers to assess the skill sets required to service upcoming job opportunities in Stanthorpe and Warwick and develop strategies to address gaps in skill sets.

Moved: Thomas Upton

Seconded: John Bylicki

Carried

Committee members are to email each other to discuss what key result areas from the strategic plan the committee should focus on. Thomas Upton said he will develop some starting points and email the rest of the committee.

Once new members are appointed to the committee, the meeting will be run as a 'strategy day' to map out actions from the key result areas for the development of an action plan.

Committee would like the draft Strategic Plan to be endorsed by Council so they can start using it as a working document.

Recommendation

THAT Council endorses the draft Community Service Strategic Plan as a framework for the Community Services Advisory Committee.

Moved: Thomas Upton

Seconded: Anthony Rixon

Carried

9. GENERAL BUSINESS

General discussion about the challenges Council faces in relation to communication with the community and how these can be tackled.

10. ACTIONS

Committee members to email each other ideas for focus of action plan.

11. NEXT MEETING

Wednesday, 10 May 2017 in the Warwick Council Chambers at 9am.

12. CLOSURE

The meeting closed at 4.50pm



Southern Downs
REGIONAL COUNCIL



REVISION RECORD

Date	Version	Revision description
09.12.16	1	Development of draft document
15.12.16	2	Development of draft document
15.12.16	3	Development of draft document
10.01.17	4	Development of draft document
12.01.17	5	Development of draft document

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1. Executive Summary

Through an effective Community Services Strategic Plan (CSSP) the Southern Downs community can become more empowered, inclusive, resilient and better connected. The CSSP has been guided by the Southern Downs 2030 Community Plan which provided a frame of reference for council to implement its activities and programs in the following areas:

- Aboriginal and Torres Strait Islander
- Arts and Culture
- Community Safety
- Community Sport and Recreation
- Disability Inclusion
- Families
- Multicultural
- Seniors
- Women's
- Youth

It is proposed that one comprehensive and inclusive CSSP (2017 – 2022) be developed to enhance the current Southern Downs 2030 Community Plan. The purpose of the CSSP is to set the strategic direction for Community Services and to inform and guide decision making about the goals and directions of Council's Community Services delivery over the next five years from 2017 – 2022.

The CSSP has eight visions:

1. The Southern Downs Sense of Community
2. The Healthy and Active Southern Downs
3. The Southern Downs Learning Community
4. The Economically Strong, Sustainable and Diverse Southern Downs
5. Destination Southern Downs
6. The Environmentally Sustainable Southern Downs
7. The Well-connected Southern Downs
8. The Well-governed Southern Downs

Five priority outcome areas have been identified as key components of council's CSSP. These are:

1. People in Southern Downs take pride and contribute to their community
2. People in Southern Downs enjoy a safe, active and healthy lifestyle
3. An Inclusive, involved and engaged community
4. People in Southern Downs are skilled, resourceful and resilient
5. A sustainable, innovative and creative community.

Council's CSSP, delivered through the Council's Community Services is committed to building an inclusive and connected Southern Downs community. Combining these eight visions and five priority outcomes will enhance the capacity to effectively deliver Council's principles of working with our community and business stakeholders to help build a healthy, progressive and prosperous region throughout the next five years. This will lead to the enhancement of relationships and formal partnerships with the community and a range of organisations and businesses. Opportunities also exist to capitalise on diversifying funding sources from outside council, including seeking new funding and sponsorship opportunities for council as a partner.

For the next five years the Council's focus will be on opportunities to better engage with the community and work with other government and Non-Governmental Organisations (NGO's) to embed a culture of engagement across the community. Stronger engagement and connections with the community would provide the public with a better understanding of council processes and provide them with a say on matters and decisions that are important to them. The Community Services Advisory Committee – which Community Services staff facilitate – will be the pivotal point for council to receive information and gain feedback on council's initiatives, policies and proposals.

2. Implementation

The implementation of the CSSP 2017 - 2022, and championed by Council's Community Services and Major Projects Department will play an integral role in delivering Council priorities. The CSSP articulates a set of visions and priority outcomes that will underpin initiatives and programs that enhance community outcomes.

Community development is a process that leads to enhancing the social capital of a community, utilising community engagement strategies to better engage the community for sustainable change.

Community development relies upon the characteristics of the community (physical, financial, human, social and environment functions). It is through engagement, participation and empowerment that community development outcomes can be achieved, preserving existing resources and building resilience within these resources. It is through these visions and priority outcomes that this will be achieved.

3. Background

During 2010/11, the Southern Downs 2030 Community Plan was developed over a number of months involving a wide representation of community members, elected officials and council staff. Approximately 1000 people contributed their ideas through community postcards, workshops, submissions and conversations with staff attending public events and places. The Southern Downs 2030 Community Plan provided a frame of reference for council to implement programs and activities in the following areas:

- Aboriginal and Torres Strait Islander
- Arts and Culture
- Community Safety
- Community Sport and Recreation
- Disability Inclusion
- Families
- Multicultural
- Seniors
- Women's
- Youth

Following the formation of Community Services Advisory Committee, it was proposed that one comprehensive and inclusive CSSP be developed to enhance the current Southern Downs 2030 Community Plan.

The benefits to this new approach include:

- Strengthening the capacity of the Southern Downs community, particularly vulnerable groups who traditionally have difficulty being heard
- Enhancing a strong Southern Downs community that is resilient, resourceful and sustainable
- Building on a synergistic workforce to respond to community needs
- Responding effectively to community issues that may span several areas (e.g. building access for a range of target groups)
- Continue to contribute and respond effectively to the community in the areas of Aboriginal and Torres Strait Islander, Multicultural, Seniors, Disability Inclusion, Youth, Families and Women target groups.

The CSSP 2017 - 2022 creates a strong foundation to contribute to community outcomes in the areas of capacity building, community vitality, empowerment and self-reliance. The CSSP 2017 - 2022 identifies key initiatives that contribute to outcomes in the above aforementioned areas and will be reviewed regularly to ensure initiatives are responsive to the community's changing needs. The Council's Community Services Section continues to provide support and resources required to strengthen the community's capability and continually reassess initiatives to better service the community.

4. Purpose of Community Services Strategic Plan

The purpose of the CSSP is to set the strategic direction for Council to inform and guide decision making about the goals and directions over the next five years from 2017 – 2022.

The CSSP has identified eight visions and five priority outcome areas which are aligned to Council's Community and Corporate Plan. Furthermore, this (underpinned by an annual Operational Plan) will set the strategic direction and include the identification and implementation of initiatives that will work towards the achievement of the five priority outcome areas.

The eight visions are:

1. The Southern Downs Sense of Community
2. The Healthy and Active Southern Downs
3. The Southern Downs Learning Community
4. The Economically Strong, Sustainable and Diverse Southern Downs
5. Destination Southern Downs
6. The Environmentally Sustainable Southern Downs
7. The Well-connected Southern Downs
8. The Well-governed Southern Downs

The five priority outcome areas are:

1. People in Southern Downs take pride and contribute to their community
2. People in Southern Downs enjoy a safe, active and healthy lifestyle
3. An inclusive, involved and engaged community
4. People in Southern Downs are skilled, resourceful and resilient
5. A sustainable, innovative and creative community.

The eight visions and priority outcomes will support Council's direction on engagement, supporting and working with the community to support Council's commitment via the Southern Downs 2030 Community Plan principles of:

- Meaningful community engagement with the Southern Downs communities
- Clearly communicating the purpose of the engagement
- Encouraging maximum participation
- Reporting on engagement activities
- Being transparent in our processes and honest in our communication.

Providing practical resources, enhancing Council's engagement and building strong partnerships with the community to develop new opportunities, support growth and build social capital. Implementation of the CSSP (2017 – 2022) will enhance Council's ability to:

- Identify and utilise community wellbeing indicators and outcome measures to assist with benchmarking and the evaluation of the services and initiatives undertaken within the five priority outcome areas
- Explore new funding sources and partnership opportunities to expand revenue streams for Council resulting in more effective, innovative and sustainable services and initiatives for the community
- Enhance capacity to better engage with the community, through community networks, the Community Services Advisory Committee, and through council's project management and engagement frameworks and strategies
- Implement the Community Services Policies

Community development is a premise to build the capacity of a community where community members feel safe, proud, are well connected and have adequate accessible resources. Development work within a community setting is complex and requires an integrated and holistic approach with collaborative partnerships. The CSSP 2017 - 2022 strengthens Council's commitment to the community of engagement, empowerment, encouragement, recognition and embracing diversity amongst this vast region.

Council, through its Community Services and Major Projects Department, will continue to enhance capacity within the community, strengthening community connections and access to the community's resources. The CSSP's eight visions provide opportunities that promote engagement, empowerment, encouragement, recognition and diversity and will provide a strategic framework in community development. Interrelationships and correlation between these eight visions are essential to collectively strengthen the community. The goals and directions that underpin each vision are delivered with the overarching aim of strengthening the community.

Vision 1 The Southern Downs Sense of Community

The people that make up the unique communities of the Southern Downs will be encouraged to participate in community life to build strong social connections. Resilience, inclusiveness and friendliness will characterise a community spirit that welcomes change and difference.

Vision 2 The Healthy and Active Southern Downs

The Southern Downs will attract and retain a range of high quality healthcare services to cater for the growing needs of the population in the region's major centres as well as smaller communities. Quality

facilities, infrastructure, open space and programs will support health promotion, encouraging active and healthy lifestyles for all.

Vision 3 The Southern Downs Learning Community

The Southern Downs as a Learning Community will have equitable access to high quality education opportunities including emerging technologies that meet the learning needs of all ages, abilities, interests and industries. Lifelong learning will encompass a variety of learning environments and will encourage sharing of valuable knowledge and skills amongst our community.

Vision 4 The Economically Strong, Sustainable and Diverse Southern Downs

The Southern Downs will be recognised for its diversity of employment opportunities, preservation and support of primary and developing industries and attractive investment opportunities. Understanding and responding to the changing influences of a global economy, the Southern Downs will have thriving economies that are viable in local, national and international markets.

Vision 5 Destination Southern Downs

The Southern Downs will offer outstanding tourism experiences. These experiences will utilise the unspoiled natural assets of national parks, biodiversity and natural landscapes, the history and heritage of the region, and local food and wine. Events, festivals, sports and eco-tourism will feature strongly.

Vision 6 The Environmentally Sustainable Southern Downs

The Southern Downs will actively work towards expanding and supporting environmentally sustainable practices. The impacts of population and industry growth will be well balanced to preserve the environment that is so valued by our communities.

Vision 7 The Well-connected Southern Downs

The Southern Downs will be serviced by accessible, affordable and well-connected transport networks that support residents, visitors and industry. Good connections will support easy access to and from major centres outside of the region.

Vision 8 The Well-governed Southern Downs

The Southern Downs community will be meaningfully engaged in decision-making processes at a local, state and federal level. Grassroots community views will influence decisions important to the region, increasing transparency and accountability.

5. Role of Council

Council plays an integral role in working towards building the Southern Downs region to become vibrant and prosperous, supporting a great lifestyle. A great place to live, work and play.

Council contributes by:

- Engaging with the community to gain their input into council decisions
- Promoting a planned approach to building inclusive and connected communities across Southern Downs
- Building capacity so its members can provide for their own needs, and where those needs cannot be met, support the community by directly delivering services.
- Planning to better meet the needs of an inclusive and connected community through support, raising awareness, resourcing (including recreational spaces) and funding assistance
- Raising awareness of community safety, health and wellbeing
- Connecting with others and developing strategic partnerships
- Addressing and responding to national and local trends across a range of issues (including social, health and recreation issues) and interpret and analyse data/statistics in order to guide and prioritise work.

In local government, **community development** is a process where council works with residents, community groups and other government agencies to improve the social wellbeing of the community within a social justice framework, making a more inclusive place to live. It is about partnerships, building capacity, resilience and cohesion, listening to and learning from the community and building the future together.

The Council is committed to increase community's choices, address needs collectively, build resources, stimulate sustainability and generate social capital within the community. Capacity building, community vitality, empowerment and self-reliance provide basic platforms for the Council to work effectively with the community and businesses. The Council follows key principles that underpin 'community development':

- Social Justice
- Responsiveness
- Equity and access
- Inclusiveness
- Community ownership
- Capacity building

Grant funding to the community is just one component of capacity building, but not the only mechanism.

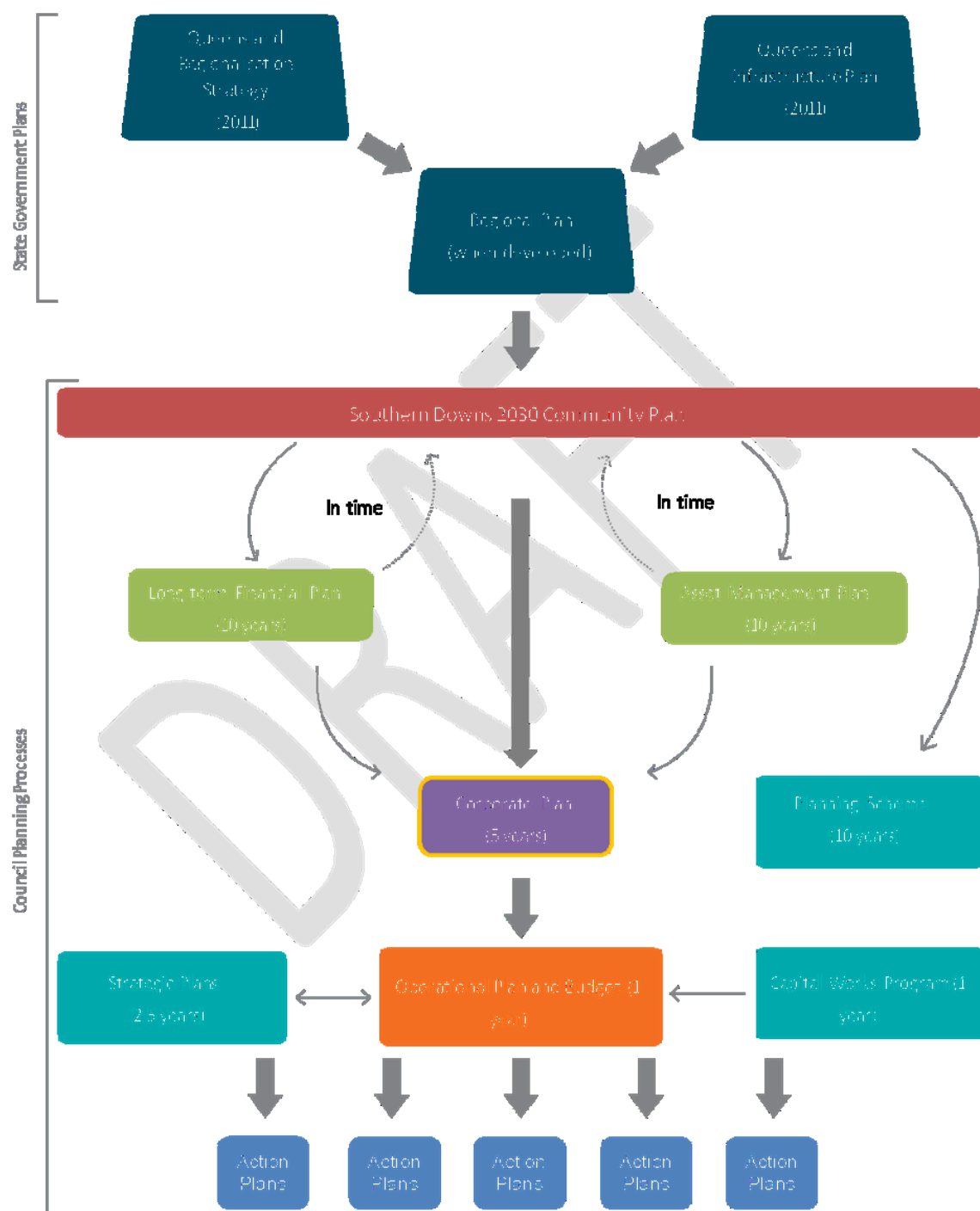
Council is committed to continuing to work with the community to meet gaps in service delivery, establish local programs, recognise groups and individuals and promote community participation and patronage. Through Council's Community Services Section, Council will continue to work with the community to assist in meeting gaps in local resources, through planning analysis to achieve best outcomes for the community. Through the engagement, network participation, Community Grants and planning initiatives the Council actively works towards capacity building, community vitality, empowerment and self-reliance.

The CSSP 2017 - 2022 is consistent with the Southern Downs Regional Council's Community Plan 2030 and complement existing initiatives and programs within Council. Initiatives support and complement positive

outcomes for the community and will be evaluated regularly to ensure sustainability and relevance to community's current and projected needs. To support these Initiatives the CSSP 2017 - 2022 draws upon a number of Community and Corporate Plans to achieve strategic goals of Council and to meet community outcomes.

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6. Plan Hierarchy



7. Conclusions

The CSSP will ultimately support the community of Southern Downs to provide a coordinated and productive engagement to planning, partnerships and innovative approach to the community. Implementing Council's visions and priority requires that council continue to engage with the community to shape programs, activities and projects to building a sustainable community. Success begins with the community, complemented by working with council, working with networks and the Community Services Advisory Committee.

Council will continue to work on developing mechanisms to support the community and facilitate adequate responses in the areas of engagement, awareness and capacity building to work towards a stronger, more resilient and inclusive community. Acknowledgment that there are also parallel work streams that will also provide platforms for this CSSP, in particular:

- Events, Sport & Recreation Strategies
- Regional Promotion, Tourism & The Arts Strategies
- Economic Development Strategies

Interconnections and synergies with these existing and future Strategies are recognised and will proactively drive collaboration across Departments and key stakeholders for community outcomes.

The CSSP will not achieve success unless it is widely communicated in strategic goals and incorporate them into the day-to-day business activities of Council. In order to ensure achievement of strategic goals, the Council sets quarterly and annual performance goals, based on its strategic goals and designed to make continual, measurable progress on objectives during each year.

The CSSP will guide the continuum of long and distinguished tradition of Council's excellence in service to customers and internal stakeholders. The CSSP will provide a unique platform and umbrella for the Council to implement plans and achieve results. For this reason, this Strategy, along with sufficient resources, will help achieve the results for the community.

Success depends upon an ability to shape future, sustain growth, and execute strategies that enable the attainment of goals. The CSSP charts an exciting and challenging course into the future and provides a framework for creativity, innovation, and healthy growth. But in the end a Strategy is only as effective as its implementation, and as a community must commit to that process. With these principles in mind, the CSSP will offer strategic vision for the future of Southern Downs.

8. Recommendations

It is recommended that Council work towards achieving the following outcomes.

Community Development

Strategy	Actions
Leadership and skill development	<ul style="list-style-type: none"> • Provide opportunities for Aboriginal and Torres Strait Islander people and communities to share and celebrate their cultural identity with the wider community. • Develop programs for life skills learning including communication, networking, people skills, leadership, budgeting, first aid, volunteering, health and nutrition. • Build governance capacity in volunteers and community organisations by providing professional development opportunities in funding management, grant and submission writing and up-skilling of community volunteers to share this knowledge. • Provide opportunities for the community to learn about council processes to increase understanding.
Community action	<ul style="list-style-type: none"> • Encourage intergenerational mentoring opportunities for the sharing of knowledge and skills between people of all ages and interests. • Ensure community facilities, infrastructure, information and engagement activities are accessible, equitable, inclusive and safe for all. • Promote the use of a range of mobile services that provide for people in smaller townships.
Strengthening community connectedness	<ul style="list-style-type: none"> • 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. • Increase the sustainability of sporting organisations by building capacity of support volunteers and maximising their skills. • Develop stronger connections between the community and our schools. • Create seamless processes between Southern Downs Regional Council and the community. • Build partnerships with all levels of government. Increase the involvement of state and federal government in local projects.
Building service networks and organisational infrastructure	<ul style="list-style-type: none"> • Strengthen communication networks within communities and across the region. • Encourage mentoring and the sharing of knowledge and skills between generations of the community by developing stronger supportive social connections. • Encourage reuse and recycling in residential, commercial and industrial settings including the implementation of innovative recycling practices.
Community building through community services partnerships	<ul style="list-style-type: none"> • Improve disaster preparation, planning, response and recovery practices of Southern Downs Regional Council, community organisations, landowners, industry and the wider community. • Create and sustain community learning hubs that share resources and skills. • Support existing events and festivals and attract new events to cater for a wider range of interests.

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Economic development	<ul style="list-style-type: none"> • Assess potential risks to the economy from outside influences and develop strategies to minimise the adverse impacts of a downturn. • Provide support and assistance to developers and business owners to streamline application processes, outlining costs and requirements for the whole application process. • Promote the advantages of the Southern Downs as a place to work and live. • Encourage local business and industry to develop coordinated approaches for the growth of the economy. • Plan to maintain and encourage agricultural land use, enterprise, business and industry growth. • Ensure a variety of affordable and accessible tourism opportunities are available for all including: people with disabilities, families, pet-friendly experiences.
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Service Planning and Development

Strategy	Actions
Social planning	<ul style="list-style-type: none"> • Recognise and respond to the different social needs and influences on various communities within the Southern Downs. • Address social issues of equity and access, bullying, domestic violence, social isolation, mental health, disability and homelessness through education programs, policy debate and targeted services. • Promote the value of physical and social well-being by increasing provision of preventative health programs for target groups and diseases. • Promote an increase in physical activity, social connectedness and education about nutritional eating through programs such as the establishment of community gardens.
Service planning and development	<ul style="list-style-type: none"> • Establish collaborative health service planning and provision that is responsive to the needs of the community. • Build the capacity of existing community care service providers to increase efficiency in the delivery of services. • Considering industry standards and input from the community, develop appropriate levels of service ensuring the Southern Downs "lives within its means".
Building service networks	<ul style="list-style-type: none"> • Improve partnerships between local government, community providers, state agencies and funding bodies to support better health outcomes for the community.
Infrastructure planning and development	<ul style="list-style-type: none"> • Encourage consolidation and planned growth of existing towns and villages to avoid suburban sprawl and maximize efficient use of infrastructure and facilities. • Maximise facility use and development for continued growth in sports tourism. • Upgrade town centres including streetscapes to provide a sense of place, a focus for community pride, attraction for visitors and increased retail activity. • Develop an extensive network of walking and cycling infrastructure to support alternative, sustainable and accessible transport methods. • Plan for future road networks and parking provision in main centres to

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	support growth in population and industry.
Policy development and advocacy	<ul style="list-style-type: none"> • Increase awareness of environmentally sustainable practice through community education campaigns. • Promote a community that is active and engaged in governance and able to influence change.
Community consultation and engagement	<ul style="list-style-type: none"> • Explore transport options for moving visitors throughout the region. • Continue community participation and engagement as a genuine, ongoing process to assist with Southern Downs Regional Council's decision making. • Establish an ongoing mechanism for community engagement to strengthen the partnership between local government and the community.

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12. PLANNING, ENVIRONMENT & CORPORATE SERVICES DEPARTMENT REPORTS

12.1 Operational Plan Quarterly Review - January to March 2017

Document Information

 Southern Downs REGIONAL COUNCIL	Report To: General Council Meeting	
	Reporting Officer:	Meeting Date: 26 April 2017
	Governance and Risk Officer	ECM Function No/s: 13.45.01

Recommendation

THAT Council receive the contents of the Operational Plan Quarterly Review – January to March 2017.

Report

The *Local Government Regulation 2012* requires that Council prepare and adopt an Operational Plan for each financial year. The Regulation also requires that Council must make assessments of its progress towards implementing its Operational Plan at regular intervals of not more than 3 months and that it must discharge its responsibilities in a way that is consistent with the annual Operational Plan.

Officer comments regarding the status and progress/completion of the 2016/2017 Operational Plan actions for the period 1 January 2017 to 30 March 2017 are attached.

Budget Implications

The Operational Plan is consistent with Council's 2016/2017 Budget.

Policy Consideration

The Operational Plan reflects the long term goals identified within the 2014-2019 Corporate Plan (Revised Edition).

Community Engagement

Nil.

Legislation/Local Law

Section 174 of the *Local Government Regulation 2012* states that Council must prepare and adopt an annual operational plan for each financial year.

Section 174(3) of the *Local Government Regulation 2012* states that a written assessment of the local government's progress towards implementing the annual operational plan must be presented at meetings of the local government held at regular intervals of not more than 3 months.

Options

Council:-

1. Receive the contents of the Operational Plan Quarterly Review – January to March 2017.
2. Not receive the contents of the Operational Plan Quarterly Review – January to March 2017.

Attachments

1. Operational Plan Quarterly Review - January to March 2017 [View](#)

Executive Services

Key Outcomes 1.1 Continue to monitor and stay informed about matters that effect the community.

ACTION	SERVICES/PROGRAMS	RESPONSIBILITY	STATUS	%	COMPLETION DATE	PROGRESS COMMENT
Provision of timely and accurate Council information to the community.	Communications & Public Relations	Chief Executive Officer	Ongoing	50	30/06/2017	On average there have been 2-3 briefings per month for Councillors as well as a number of site visits to facilities. Information has been supplied to the community on a regular basis, as well as targeted consultation on specific issues.

Key Outcomes 1.2 Assist community groups to increase their sustainability and build social capacity.

ACTION	SERVICES/PROGRAMS	RESPONSIBILITY	STATUS	%	COMPLETION DATE	PROGRESS COMMENT
Review Major Festivals & Events grant program through a cross Council working party.	Community Grants	Manager Economic Development & Tourism	In progress	20	30/06/2017	Review underway, policy meetings to be held late March.

Key Outcomes 1.12 Develop and promote our unique artistic and cultural diversity.

ACTION	SERVICES/PROGRAMS	RESPONSIBILITY	STATUS	%	COMPLETION DATE	PROGRESS COMMENT
Work with local community volunteers on delivering Civic events in Stanthorpe and Warwick.	Arts & Culture	Manager Economic Development & Tourism	In progress	60	30/06/2017	Delivered Christmas Carols and Australia Day civic events delivered, ANZAC day in final preparation stage.
Review the regional Australia Day arrangements.	Arts & Culture	Manager Economic Development & Tourism	In progress	100	26/01/2017	Completed.

Key Outcomes 4.12 Explore the new potential efficiencies and opportunities for Council's operations

ACTION	SERVICES/PROGRAMS	RESPONSIBILITY	STATUS	%	COMPLETION DATE	PROGRESS COMMENT
Provide overall guidance and direction on Council's operations.	CEO Office	Chief Executive Officer	Ongoing	50	30/06/2017	Updates have been provided to Councillors in relation to finance, human resources, legal expenses and policy updates.
Support for Elected Members.	Elected Members	Chief Executive Officer	Ongoing	50	30/06/2017	Officers have provided updates and inductions to Councillors. The process for Advisory Committees has also been undertaken.
Review of Council banking arrangement.	Financial Services	Manager Finance	Not started	0	30/06/2017	Action will not be taken place this Financial Year.

Executive Services

Key Outcomes

5.3 Review Council's role in Tourism

ACTION	SERVICES/PROGRAMS	RESPONSIBILITY	STATUS	%	COMPLETION DATE	PROGRESS COMMENT
Review tourism, information and business signage in Southern Downs. Part one is to investigate, review and recommend new welcome and tourist signage, including cluster signage in region. Part two is investigate removal of old/defunct business and tourism signage.	Tourism	Manager Economic Development & Tourism	In progress	25	30/06/2017	Initial Investigations undertaken, work with TMR has commenced. Prepared scope of works, reviewed Council style guide and auditing signs.
Review the success of Destination Southern Downs in accordance with the recommendations of the Tourism Transition Reference Group, and review Council's further / future involvement.	Tourism	Manager Economic Development & Tourism	Completed	100	01/07/2016	Council has finalised dealing with Destination Southern Downs and responsibility for its activities have now transferred to the Manager of Economic Development and Tourism.

Key Outcomes

8.2 Develop and implement policies and procedures to effectively manage HR resources and practices across the entire Southern Downs Regional Council organisation.

ACTION	SERVICES/PROGRAMS	RESPONSIBILITY	STATUS	%	COMPLETION DATE	PROGRESS COMMENT
Negotiate new Certified Agreement.	Human Resources and Organisational Development	Manager Human Resources	In progress	25	30/06/2017	New Local Government Award effective 1 March 2017 negotiations to commence.
Review Council's liability in relation to employee accruals and develop strategies to reduce the liability.	Human Resources and Organisational Development	Manager Human Resources	In progress	60	30/06/2017	Continued review of accrual of leave balances

Key Outcomes

3.3 Continue to promote and encourage a proactive approach to workplace health and safety.

ACTION	SERVICES/PROGRAMS	RESPONSIBILITY	STATUS	%	COMPLETION DATE	PROGRESS COMMENT
Implement the recommendations of the external safety audit to ensure full compliance.	Human Resources and Organisational Development	Manager Human Resources	In progress	30	30/06/2017	Revised audit has commenced.

Executive Services

Key Outcomes 8.7 Become an employer of choice appropriate training, innovative leadership and improved career pathways.

ACTION	SERVICES/PROGRAMS	RESPONSIBILITY	STATUS	%	COMPLETION DATE	PROGRESS COMMENT
Review current workforce profile and conduct skills audit across all Directorates for succession planning.	Human Resources and Organisational Development	Manager Human Resources	In progress	35	30/06/2017	Progressing. New organisational structure implemented October 2016. Performance Development Plans rolled out to State Award employees November 2016 to capture training and development requirements.

Key Outcomes 8.8 Continue to upgrade and use most effective technology to provide best delivery of services to the region.

ACTION	SERVICES/PROGRAMS	RESPONSIBILITY	STATUS	%	COMPLETION DATE	PROGRESS COMMENT
Ensure Council's Corporate System Technology One is up-to-date and meets Council's needs.	Information Technology	Manager Finance	In progress	100	15/03/2017	Completed.
Replace Server Backups System.	Information Technology	Senior Infrastructure Officer	In progress	100	30/06/2017	Completed.

Key Outcomes 8.15 Implement an ongoing review of the rating system encompassing benefited rate areas.

ACTION	SERVICES/PROGRAMS	RESPONSIBILITY	STATUS	%	COMPLETION DATE	PROGRESS COMMENT
Issue rates and utility charges for Council and provide rating support.	Revenue	Accountant (Revenue)	In progress	100	30/06/2017	Completed.
Review Council's Rating Categories.	Revenue	Accountant (Revenue)	In progress	0	30/06/2018	Will be undertaken during 2017/18 financial year.
Review Council's Water & Waste Water Charging.	Revenue	Accountant (Revenue)	In progress	80	30/06/2017	Council officer are finalising options for Council's consideration.

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

ACTION	SERVICES/PROGRAMS	RESPONSIBILITY	STATUS	%	COMPLETION DATE	PROGRESS COMMENT
Review and update of the 10 year Financial Plan.	Financial Services	Manager Finance	In progress	90	30/06/2017	To be finalised after public consultation period.
Annual review of Debt Policy, Procurement Policy, Revenue Policy and Investment Policy.	Financial Services	Manager Finance	Not started	0	30/06/2017	To commence in line with 2017/18 budget cycle.

<i>Engineering Services</i>						
<i>Key Outcomes</i>		<i>1.1 Review levels of service delivery to our region</i>				
ACTION	SERVICES/PROGRAMS	RESPONSIBILITY	STATUS	%	COMPLETION DATE	PROGRESS COMMENT
Review and update the Drought Management Plan.	Water & Wastewater	Technical Officer Water & Wastewater	Not started	0	28/06/2017	Activity delayed to address high priority compliance issues with the regulators. Proposed due date of 28 June 2017. New Acting Manager will need to overview. Drought Management Plan is no longer required by legislation so completing this is no longer a priority. I have included next year 2017/2018.
<i>Key Outcome</i>		<i>1.2 Continually monitor and evaluate all Council operations.</i>				
ACTION	SERVICES/PROGRAMS	RESPONSIBILITY	STATUS	%	COMPLETION DATE	PROGRESS COMMENT
Review Street sweeping and patching Truck operations.	Council Road Networks	Manager Works Maintenance and Open Space	In progress	40	30/06/2017	Project in progress.
<i>Key Outcome</i>		<i>1.4 Review the Southern Downs Community Plan and Community Engagement Strategy in consultation with other key stakeholders including other levels of Governments.</i>				
ACTION	SERVICES/PROGRAMS	RESPONSIBILITY	STATUS	%	COMPLETION DATE	PROGRESS COMMENT
Review the Community Engagement Policy in collaboration with other Council departments.	Community Services	Manager Community Services & Major Projects	In progress	10	30/06/2017	Review underway.
Review Council's achievements from the 2030 community plan with a report to briefing sessions on a quarterly basis.	Community Services	Manager Community Services & Major Projects	Not started	0	30/06/2017	Not started due to staff resourcing issues.
<i>Key Outcomes</i>		<i>1.10 Review all cemetery services including determining the viability of above ground vault construction and identify land for future expansion.</i>				
ACTION	SERVICES/PROGRAMS	RESPONSIBILITY	STATUS	%	COMPLETION DATE	PROGRESS COMMENT
Build blocks B, C, D of Stage 2 of the Stanthorpe Outdoor Burial Wall.	Cemeteries	Manager Community Services & Major Projects	On Hold	0	30/06/2017	Block E taken precedence, Contract awarded, construction to start Jan 2017. Block B,C & D postponed until next financial year.
Further roll out concrete beams to reduce maintenance costs.	Cemeteries	Manager Community Services & Major Projects	Completed	100	30/06/2017	Beams complete.
Manage and maintain cemeteries across the region.	Cemeteries	Manager Works Maintenance and Open Space	In progress	75	30/06/2017	Maintenance progressing as scheduled.
<i>Key Outcomes</i>		<i>1.8 Assist community groups to increase their sustainability and build social capacity.</i>				
Explore options for delivering project planning skills to further build capacity in the community.	Community Grants	Manager Community Services & Major Projects	In progress	50	30/06/2017	Community Action Workshops conducted.

<i>Engineering Services</i>						
<i>Key Outcomes</i> 1.0 Continue to develop and extend Council's public consultation processes.						
ACTION	SERVICES/PROGRAMS	RESPONSIBILITY	STATUS	%	COMPLETION DATE	PROGRESS COMMENT
Engage with a broad community base regarding youth issues identified through the Youth Action Plan process.	Youth Development	Manager Community Services & Major Projects	In progress	50	30/06/2017	Engagement continues.
Review the Community Engagement Policy in collaboration with other Council departments.	Community Services	Manager Community Services & Major Projects	In progress	5	30/06/2017	Commenced
<i>Key Outcomes</i> 1.12 Develop and promote our unique artistic and cultural diversity.						
ACTION	SERVICES/PROGRAMS	RESPONSIBILITY	STATUS	%	COMPLETION DATE	PROGRESS COMMENT
Review the Art Cultural and Heritage Policy.	Arts & Culture	Manager Community Services & Major Projects	In progress	10	30/06/2017	Review underway. Policy drafted.
<i>Key Outcomes</i> 2.2 Continue to upgrade pathways throughout the region to encourage increased walking and cycling by residents and visitors in accordance with the Footway and Ellilway Master Plan.						
ACTION	SERVICES/PROGRAMS	RESPONSIBILITY	STATUS	%	COMPLETION DATE	PROGRESS COMMENT
Complete Cycle pathway master plans.	Infrastructure Services	Director Engineering Services	Not started	0	20/06/2017	Not yet commenced.
<i>Key Outcomes</i> 4.12 Explore/review potential efficiencies and opportunities for Council's operations.						
ACTION	SERVICES/PROGRAMS	RESPONSIBILITY	STATUS	%	COMPLETION DATE	PROGRESS COMMENT
Establish KPI's and MOU's with recipients of annual operational funding.	Community Services	Manager Community Services & Major Projects	In progress	100	31/07/2016	All but Stanthorpe YMCA returned these documents.
Delivery on Get Out Get Active funding to encourage participation from women and girls in sport and recreation.	Community Services	Manager Community Services & Major Projects	Completed	100	31/12/2016	Completed.
Actively seek external funding to deliver Community Service projects.	Community Services	Manager Community Services & Major Projects	Ongoing	50	30/06/2017	Ongoing.
<i>Key Outcomes</i> 4.2 Participate in the development of a fire trail implementation and maintenance program with other agencies.						
ACTION	SERVICES/PROGRAMS	RESPONSIBILITY	STATUS	%	COMPLETION DATE	PROGRESS COMMENT
Determine Council's view on fire trail management.	Disaster Management	Director Engineering Services	Not started	0	30/04/2017	No action to date. Work has been concentrated on getting fire trails currently funded completed.
<i>Key Outcomes</i> 4.5 Rationalise and provide appropriate levels of service to the parks and gardens network and flora reserves/wildlife corridors.						
ACTION	SERVICES/PROGRAMS	RESPONSIBILITY	STATUS	%	COMPLETION DATE	PROGRESS COMMENT
Manage and maintain Council owned parks and gardens.	Parks, gardens, sporting fields and open space	Manager Works Maintenance and Open Space	Ongoing	75	30/06/2017	Maintenance progressing as scheduled.
Review maintenance service levels for parks and gardens.	Parks, gardens, sporting fields and open space	Manager Works Maintenance and Open Space	Completed	100	30/06/2017	Service level completed and implemented.

<i>Engineering Services</i>						
<i>Key Outcomes</i> 4.10 Explore the establishment of Council quarters in the region.						
ACTION	SERVICES/PROGRAMS	RESPONSIBILITY	STATUS	%	COMPLETION DATE	PROGRESS COMMENT
Continue investigations of various strategically placed sites across the region and to continue the approval process with suitable sites.	Council Road Networks	Manager Works Maintenance and Open Space	In progress	75	30/06/2017	Currently concentrating on land within road reserves.
<i>Key Outcomes</i> 5.2 Investigate appropriate wastewater services and systems						
ACTION	SERVICES/PROGRAMS	RESPONSIBILITY	STATUS	%	COMPLETION DATE	PROGRESS COMMENT
Manage and maintain wastewater infrastructure assets & services.	Water & Wastewater	Technical Officer Water & Wastewater / Manager Water & Wastewater	In progress	25	31/06/2017	In progress and ongoing.
Complete consultation on Trade Waste Management Plan.	Water & Wastewater	Technical Officer Water & Wastewater	In progress	90	31/12/2016	No further action planned on Trade Waste at present.
<i>Key Outcomes</i> 6.7 Secure a sustainable, reliable water supply to support industry and population growth.						
ACTION	SERVICES/PROGRAMS	RESPONSIBILITY	STATUS	%	COMPLETION DATE	PROGRESS COMMENT
Deliver the 2016-17 Capital Works Program.	Water & Wastewater	Manager Water & Wastewater	In progress	40	30/06/2017	In progress.
Complete the Warwick Water Treatment Plant master plan.	Water & Wastewater	Principal Engineer Water & Wastewater	In progress	90	24/12/2017	RFQ completed, met with prospective tenderers. Consultant engagement planned for 21 October 2016. Propose due date of 24 December 2017. Person Brinkerhoff as finalising the plan and will be submitting this within 2 weeks.
Manage and maintain water infrastructure assets & services.	Water & Wastewater	Manager Water & Wastewater	In progress	45	31/06/2017	Design underway. Tenders for water clarifier to be called by 28 February 2017. Tenders due 28 March.
<i>Key Outcomes</i> 8.2 Develop and review current plans for Emu Swamp Dam, including associated risk management strategies						
ACTION	SERVICES/PROGRAMS	RESPONSIBILITY	STATUS	%	COMPLETION DATE	PROGRESS COMMENT
Progress Emu Swamp dam project conditions of approval.	Water Dams	Manager Water & Wastewater	In progress	10	30/06/2017	Council is awaiting feedback and finalisation from State and Federal Governments in relation to the key activities to be undertaken under the funding from the National Water Infrastructure Development Fund. EOI complete for business case assessment. Final tenders to be invited January 2017. GHD has been awarded, the feasibility study and work commenced 16 March 2017.

Engineering Services						
<i>Key Outcomes</i>		7.3 Review and implement strategies to allow for the expansion of aviation activities at each aerodrome as funding permits				
ACTION	SERVICES/PROGRAMS	RESPONSIBILITY	STATUS	%	COMPLETION DATE	PROGRESS COMMENT
Explore using the facilities for activities to bring in additional revenue.	Aerodromes	Manager Community Services and Major Projects	Ongoing	75	30/06/2017	One event completed in October 2016.
Manage and maintain aerodrome facilities at Warwick and Stanthorpe.	Aerodromes	Manager Community Services and Major Projects	Ongoing	75	30/06/2017	Ongoing. Grant application being finalised to address runway deterioration issues.
<i>Key Outcomes</i>		7.8 Review and implement section and associated roads including footpaths and stormwater drains to determine the risk of service as defined in the Asset Management Plan.				
ACTION	SERVICES/PROGRAMS	RESPONSIBILITY	STATUS	%	COMPLETION DATE	PROGRESS COMMENT
Deliver the 2016/17 Works Construction Capital Works Program.	Works Construction	Manager Works Construction, Workshops and Assets	In progress	55	30/06/2017	The full capital program as it currently stands will not be delivered by 30 June. The addition of major new capital projects throughout the year such as Kenilworth St (\$2,100,000), Rogers St Carpark (\$600,000) and Schnitzlering St (\$350,000) and others has significantly increased the program and some projects not to be completed by the end of the financial year.
<i>Key Outcomes</i>		7.10 Analyse current roads and other associated infrastructure to determine priorities.				
ACTION	SERVICES/PROGRAMS	RESPONSIBILITY	STATUS	%	COMPLETION DATE	PROGRESS COMMENT
Further refine and develop the 5 year Capital Works Program for Roads and Associated Infrastructure.	Works Construction	Manager Works Construction, Workshops and Assets	In progress	100	30/03/2017	Submitted as part of the 2016/17 budget considerations.
<i>Key Outcomes</i>		8.9 Continue to develop accurate flood mapping studies				
ACTION	SERVICES/PROGRAMS	RESPONSIBILITY	STATUS	%	COMPLETION DATE	PROGRESS COMMENT
Implement IREM REVIEW task actions for year one.	Disaster Management	Disaster Management Coordinator	In progress	10	30/06/2017	Initial work carried out to review Disaster Management Plan.
Complete all remaining required sub-plans for the Local Management Disaster Plan.	Disaster Management	Disaster Management Coordinator	Not started	0	30/06/2017	No work to date.

<i>Engineering Services</i>						
<i>Key Outcomes</i> 8.12 Develop and implement council land management strategies.						
ACTION	SERVICES/PROGRAMS	RESPONSIBILITY	STATUS	%	COMPLETION DATE	PROGRESS COMMENT
Manage and maintain Council buildings and facilities.	CMC facilities	Manager Community Services and Major Projects	Ongoing	75	30/06/2017	Ongoing.
Rollout further safety improvements as identified by Sealeyards Master Plan.	Sealeyards	Manager Finance and Information Technology	Ongoing	5	30/06/2017	Contract for walkway improvements executed.
Manage and maintain Warwick Sealeyards.	Sealeyards	Manager Finance and Information Technology	Ongoing	25	30/06/2017	Ongoing.
<i>Key Outcomes</i> 8.14 Manage and develop SDRC's disaster management and recovery responsibilities.						
ACTION	SERVICES/PROGRAMS	RESPONSIBILITY	STATUS	%	COMPLETION DATE	PROGRESS COMMENT
Provide disaster recovery assistance to residents in the event of a disaster.	Community Recovery	Manager Community Services & Major Projects	Ongoing	45	30/06/2017	Processes in place, however, further development required. Recent event identified gaps.
Provide disaster emergency response training to volunteers to maintain competency and capacity to respond in a disaster situation.	Community Recovery	Manager Community Services & Major Projects	In progress	10	30/06/2017	Training postponed due to disaster.
Develop Memorandums of Understanding with owners of identified evacuation centres.	Community Recovery	Manager Community Services & Major Projects	Not started	0	30/06/2017	Not yet started.

Engineering Services

Key Outcomes

8.15 Continue to review and expand Asset Management Plans.

ACTION	SERVICES/PROGRAMS	RESPONSIBILITY	STATUS	%	COMPLETION DATE	PROGRESS COMMENT
Finalise and expand the timber bridge asset management plan to include all bridges and major culverts.	Council Road Networks	Manager Works Maintenance and Open Space	In progress	40	30/06/2017	Asset register complete. Progressing with AMP. Project has stalled due to lack of resources. This project will need to be extended into next financial year.
Review and update the Asset Management Plan for Water Supply.	Water & Wastewater	Manager Water & Wastewater	In progress	10	24/12/2016	Not commenced. Proposed due date of 24 December 2016. Not commenced.
Review and update the Asset Management Plan for Wastewater.	Water & Wastewater	Manager Water & Wastewater	In progress	50	28/02/2017	Initial works underway. Completed the 4 year program and the 10 year program is in progress.
Refine the Water & Wastewater 4 & 10 year Capital Works Program.	Water & Wastewater	Manager Water & Wastewater	Not started	0	24/12/2016	Initial works underway.
Complete Asset management plans for roads, storm water, plant and bridges.	Infrastructure Services	Director Engineering Services/Manager Construction, Workshops and Assets.	In progress		30/04/2017	Refer to other action items for progress on AMP (Asset Management Plan) for roads, bridges and stormwater. An AMP for Plant will not be commenced in 2016/17.
Further refine and develop the Corporate Asset Management approach and processes to ensure closer integration between the Asset Management Plans and Council's Long Term Financial Plan.	Asset Management	Manager Works Construction, Workshops and Assets	In progress	50	30/06/2017	An asset Management Maturity Assessment was completed in August 2016. An Asset Management Policy was adopted at the December 2016 meeting. An Asset Management Strategy was developed and endorsed at the March 2017 General Meeting. Further work to establish an Asset Management Steering committee will be progressed before 30 June.
Complete the Transport Asset Management Plan.	Council Road Networks	Manager Works Maintenance and Open Space	In progress	30	30/06/2017	Project has stalled due to lack of resources. Timeframe to be amended to 30 June 2017. This project will need to be extended into next financial year.
Complete a core Stormwater Asset Management Plan.	Stormwater and Drainage	Manager Works Maintenance and Open Space	In progress	10	30/06/2017	Asset register to be finalised. This project will need to be extended into next financial year.
Review and expand the Building Asset Management Plan.	Property Management	Manager Community Services and Major Projects	Ongoing	75	30/06/2017	Consultant engaged and AMP being reviewed and drafted.

<i>Planning, Environment & Corporate Services</i>						
<i>Key Outcomes</i> 1.1 Review levels of service delivery to our region.						
ACTION	SERVICES/PROGRAMS	RESPONSIBILITY	STATUS	%	COMPLETION DATE	PROGRESS COMMENT
Overall Direction of the Planning, Environment and Communities Directorate and Implementation of Operational Plan.	Director Planning, Environment & Corporate Services	Director Planning, Environment & Corporate Services	Ongoing	75	30/06/2017	The Director has ensured that all activities and responsibilities have been undertaken in accordance with the Operational Plan.
Ensure Planning and Environment Capital Works are constructed and completed generally in accordance with the Budget and Operational Plan.	Director Planning, Environment & Corporate Services	Director Planning, Environment & Corporate Services	In progress	50	30/06/2017	Works are proceeding in accordance with the waste strategy and the proposed upgrade to the Broadwater Waste Transfer Station is currently at Tender stage.
<i>Key Outcomes</i> 1.7 Review Council's long term involvement in Council housing.						
ACTION	SERVICES/PROGRAMS	RESPONSIBILITY	STATUS	%	COMPLETION DATE	PROGRESS COMMENT
Progress the decisions made on Council's long term involvement in Community Housing.	Community Housing	Manager Corporate Services Community Housing Officer	Ongoing	50	30/06/2017	The first stage of the registration process has been submitted to the Queensland State Regulatory System for Community Housing. It is anticipated that the Department will be liaising with Council in May/June 2017.
<i>Key Outcomes</i> 3.2 Further develop libraries to become active community hubs of learning and social inclusion.						
ACTION	SERVICES/PROGRAMS	RESPONSIBILITY	STATUS	%	COMPLETION DATE	PROGRESS COMMENT
Implement the Library strategic plan actions and review actions 2016/17 and 2017/18.	Libraries	Principal Librarian	In progress	75	30/06/2017	Advice is being collated by senior staff.
Review the Library Strategic Plan.	Libraries	Principal Librarian	In progress	75	30/06/2017	Review nearing completion.
Progress the decisions made by Council on future mobile library service alternatives.	Libraries	Principal Librarian	In progress	75	30/06/2017	The replacement costs of the Mobile Library has been included in the 2017-2018 Draft Capital Budget.
<i>Key Outcomes</i> 4.4 Apply the Planning Scheme to ensure consistent and balanced decisions are made in relation to lifestyle and growth opportunities.						
ACTION	SERVICES/PROGRAMS	RESPONSIBILITY	STATUS	%	COMPLETION DATE	PROGRESS COMMENT
Review the process for accepting online lodgement of planning applications following the removal of SmarteDA.	Planning and Development	Manager Planning and Development	On hold	75	30/06/2017	The State Government is currently conducting consultation prior to the commencement of the online development assessment system under the new Planning Act.
Review development assessment procedures, factsheets and website content in line with the changes to accord with both the new Planning Act and the amended Planning Scheme.	Planning and Development	Manager Planning and Development	On hold	75	30/06/2017	Further action on this matter is pending the commencement of the new Planning Act July 2017.
<i>Key Outcomes</i> 4.9 Investigate options for extending Southern Downs Industrial Estate.						
ACTION	SERVICES/PROGRAMS	RESPONSIBILITY	STATUS	%	COMPLETION DATE	PROGRESS COMMENT
Review Vegetation offset requirements impacting on Stanthorpe Industrial Estate land, and identify suitable vegetation offsets.	Strategic Planning	Principal Town Planner	On hold	5	30/06/2017	A lack of demand for additional industrial land at the Stanthorpe Industrial Estate has reduced the need to finalise this action at this time.

Planning, Environment & Corporate Services						
Key Outcomes 5.3 Utilise 'best practice' waste management practices and further develop regional facilities in accordance with the Waste Management Plan.						
ACTION	SERVICES/PROGRAMS	RESPONSIBILITY	STATUS	%	COMPLETION DATE	PROGRESS COMMENT
Undertake Capital Works in accordance with the Waste Reduction and Recycling Plan 2014-2024.	Waste Management	Manager Environmental Services	In progress	75	30/06/2017	Minor capital works at Warwick and Stanthorpe facilities are nearing completion.
Undertake redesign of one unmanned Bn Enclosure to become a manned facility.	Waste Management	Manager Environmental Services	In progress	50	30/06/2017	Waste transfer station at Broadwater will commence construction during April.
Review the Waste Reduction and Recycling Plan 2014-2024.	Waste Management	Manager Environmental Services	In progress	100	01/01/2017	Plan endorsed by Council at November General meeting.
Key Outcomes 5.2 Develop and review current plans for Emu Swamp Dam including the associated risk management strategies						
ACTION	SERVICES/PROGRAMS	RESPONSIBILITY	STATUS	%	COMPLETION DATE	PROGRESS COMMENT
Finalise the Community Infrastructure Designation (CID) process for the Emu Swap Dam.	Strategic Planning	Manager Planning and Development	Ongoing	5	30/06/2017	Awaiting Council's decision on the future of Emu Swamp Dam.
Key Outcomes 5.9 Continue to promote, educate and implement awareness and best practice waste collection, recycling, environmental health and environmental protection strategies						
ACTION	SERVICES/PROGRAMS	RESPONSIBILITY	STATUS	%	COMPLETION DATE	PROGRESS COMMENT
Continue to promote, educate and implement awareness and best practice waste collection, recycling.	Waste Management	Senior Environmental Officer	In progress	75	30/06/2017	Work commenced.
Continue to promote, educate and implement awareness and best practice Environmental Health and Environmental Protection strategies.	Environmental Health Services	Manager Environmental Services	In progress	75	30/06/2017	Work commenced.
Key Outcomes 6.4 Review and implement strategies to allow for the expansion of aviation activities at both aerodromes as funding permits.						
ACTION	SERVICES/PROGRAMS	RESPONSIBILITY	STATUS	%	COMPLETION DATE	PROGRESS COMMENT
Assist in the future development of the aerodromes and ensuring suitable opportunities for a range of different types and sizes of uses and activities.	Economic Development	Manager Planning and Development	Ongoing	75	30/06/2016	Eastern end is now complete, work commenced on a small section of western end subdivision further progress will depend on interest levels.
Key Outcomes 8.1 Review the Planning Scheme in accordance with State legislation						
ACTION	SERVICES/PROGRAMS	RESPONSIBILITY	STATUS	%	COMPLETION DATE	PROGRESS COMMENT
Oversee review of the Planning Scheme including initiatives to streamline Development Assessment.	Director Planning, Environment & Communities	Director Planning, Environment & Communities	Ongoing	75	30/06/2017	Amendments undergoing public consultation in accordance with the Act.
Complete the review (Amendment 1 and Amendment 2) of the Southern Downs Planning Scheme by the end of 2016.	Strategic Planning	Manager Planning and Development	Ongoing	75	30/06/2017	Amendment 1 is completed and Amendment 2 is undergoing public consultation in accordance with the Act.
Undertake a review of the proposed new Planning Act and Regulation when it commences to ensure that the Planning Scheme does not conflict with this legislation.	Planning and Development	Manager Planning and Development	Ongoing	95	30/06/2017	Nearing completion.

Planning, Environment & Corporate Services


Key Outcomes 8.2 Develop and implement policies and procedures to effectively manage HR resources and practices across the entire Southern Downs Regional Council organisation.

ACTION	SERVICES/PROGRAMS	RESPONSIBILITY	STATUS	%	COMPLETION DATE	PROGRESS COMMENT
Operate the Community Contact Centres in accordance with Key Performance Indicators.	Corporate Services	Community Contact & Records Coordinator	Ongoing	75	30/06/2017	The Community Contact Centres continue to operate within the KPI's.
Review all processes and practices within Council's Community Contact Centres.	Corporate Services	Community Contact & Records Coordinator	Ongoing	50	28/02/2017	The review process is continuing; revised training practices are being implemented.
Key Outcomes 9.8 Continue to upgrade and use most effective technology to provide best delivery of services to the region.						
Scanning and registering old development files.	Records Management	Records Management Project Officer	Ongoing	30	30/06/2017	The development files continue to be scanned and registered into ECM.
Scanning and registration of old Council's business papers.	Records Management	Records Management Project Officer	Ongoing	60	30/06/2017	Two years worth of burial applications have been scanned and registered into ECM. 43 personnel files have been processed. 70 boxes of invoice batches have been processed.
Key Outcomes 9.12 Develop and implement Council and management strategies.						
ACTION	SERVICES/PROGRAMS	RESPONSIBILITY	STATUS	%	COMPLETION DATE	PROGRESS COMMENT
Develop a Local Government Infrastructure Plan for Southern Downs Regional Council.	Planning and Development	Manager Planning and Development	Ongoing	50	30/06/2017	Work continuing on LGIP.
Review with aim to streamline and simplify all Animal Control Local Laws.	Local Laws	Principal Town Planner	On hold	5	30/06/2017	The task is on hold pending available staff resources.
Review with aim to develop new criteria and requirements, as well as streamline and simplify all Short term accommodation Local Laws/subordinate local laws.	Local Laws	Principal Town Planner	On hold	5	30/06/2017	The task is on hold pending available staff resources.
Design and obtain approval for proposed Will Street residential development in Warwick.	Planning and Development	Manager Planning and Development	Ongoing	10	30/06/2017	Task is progressing.
Manage Council's land holdings to maximise return, particularly in relation to disposal of surplus freehold land.	Corporate Services	Manager Corporate Services	Ongoing	75	30/06/2017	The emphasis continues to remain on the disposal of freehold lots at the Warwick Aerodrome. The plan of subdivision for the western portion of the Aerodrome should be approved by Council in May 2017.
Key Outcomes 9.15 Continue to review and expand Asset Management Plans.						
ACTION	SERVICES/PROGRAMS	RESPONSIBILITY	STATUS	%	COMPLETION DATE	PROGRESS COMMENT
Oversee the completion of an advanced Asset Management Plan for assets within the Environmental Services Department.	Environmental Services	Manager Environmental Services	Not started	0	30/06/2017	Placed on hold for priority assets classes to be completed.

<i>Planning, Environment & Corporate Services</i>						
<i>Key Outcomes</i> 3.17 Review pest management services in accordance with legislative requirements, community expectations and to ensure the protection of the environment.						
ACTION	SERVICES/PROGRAMS	RESPONSIBILITY	STATUS	%	COMPLETION DATE	PROGRESS COMMENT
Review pest management services in accordance with legislative requirements, community expectations and to ensure protection of the environment, and construct related Capital Works.	Rural Lands Program	Local Laws Coordinator	In progress	75	30/06/2017	Service review commenced.
Implement an approved Environmental Enhancement program.	Rural Lands Program	Local Laws Coordinator	In progress	80	30/06/2017	Program currently undergoing public consultation.
Implement changes to the Pest Management Plan as required by the commencement of the Biosecurity Act on 1st July 2016.	Rural Lands Program	Local Laws Coordinator	Completed	100	28/09/2016	Action Plan and Strategy approved by Council.
To continue to support the Pest Management Working Group and implement the recommendations of the committee.	Rural Lands Program	Manager Environmental Services	In progress	75	30/06/2017	Meeting held in February 2017.
<i>Key Outcomes</i> 3.18 Continue to promote and encourage a proactive approach to risk management including business continuity.						
ACTION	SERVICES/PROGRAMS	RESPONSIBILITY	STATUS	%	COMPLETION DATE	PROGRESS COMMENT
Manage the Insurance functions of Council.	Corporate Services	Manager Corporate Services	Ongoing	75	30/06/2017	Council officers have reviewed all aspects of Council's insurance coverage and have prepared tender documentation for advertising in April 2017.
Ensure the recommendations accepted by Council from the Audit and Risk Management committee are implemented.	Governance	Manager Corporate Services	Ongoing	75	30/06/2017	35 audit recommendations are currently outstanding.
Review and implement an amended Risk Management Framework.	Governance	Manager Corporate Services	In progress	80	31/03/2017	The amended Risk Management Policy, including Risk Appetite Statement, was adopted by Council at the March 2017 General Meeting. Senior staff continue to review the draft risk assessments. The Technology One Performance Planning project, which will incorporate Risk Management, will commence on 19 April 2017.

12.2 Quarterly Report on Development Approvals for the January to March quarter 2017

Document Information

 Southern Downs REGIONAL COUNCIL	Report To: General Council Meeting	
	Reporting Officer:	Meeting Date: 26 April 2017
	Development Assessment Coordinator	ECM Function No/s: 07

Recommendation

THAT Council receives the report and notes its contents.

Report

This report provides Council with a summary of the number of development related approvals, the timeframe for Council's assessment, the estimated value of these approvals, and identify the approvals which are progressing toward construction.

This report deals with all development approvals in the development cycle for the January to March 2017 quarter, and relates to the following application types:

- Material Change of Use
 - Other associated applications
 - Works on Local Heritage Places
- Reconfiguring a Lot
 - Other associated applications
- Plans of Subdivision (Survey Plans)
- Operational works
- Building applications
- Plumbing and drainage applications and
- Temporary events permits

The Planning and Development office issued all the decisions within legislated timeframes in accordance to the *Sustainable Planning Act 2009* and the *Plumbing and Drainage Act 2002*.

The figures provided in relation to Building applications refer to Council certified application only. No data in relation to private building certification is provided.

1.0 Number of applications decided in first quarter of 2017:

This table summarises the number of applications decided in the quarter.

	First quarter	Second quarter	Third quarter	Fourth quarter
Material Change of Use	22			
- Negotiated decisions	2			
- Change to an existing approval	2			
Reconfiguring a lot	10			

- Negotiated decisions	0			
- Change to an existing approval	2			
Survey Plans	6			
Operational works	1			
Building	28			
Plumbing & drainage	71			
Temporary events	2			
TOTALS	140			

2.0 Decision timeframe

Please note that the assessment times exclude the time when an application is referred to the State Department of Infrastructure, Local Government and Planning (DILGP) for input, or when additional information for an application is requested. DILGP has 30 business days to review and decide an application referred to them, and this assessment period is over and above that of Council's.

2.1 Land-use, operational works and building applications

The Integrated Development Assessment System (IDAS) in the *Sustainable Planning Act 2009* stipulates the development assessment process, and legislates timeframes in which all land-use, operational works and building applications **must** be decided. IDAS allows the assessing authority (in this case Council) 20 business days, since the last action taken by the applicant*, to decide an application. The following table outlines the average time in business days Council's Planning and Development office takes to assess and decide delegated applications.

	Timeframe (b.d.)
Material Change of Use:	8.187
- Delegated	16.666
- Council meeting	
Reconfiguring a lot:	9.3
- Delegated	
- Council meeting	
Operational works	5
Building	15.6

To further speed up low risk applications, the Planning and Development Office introduced a "Rapid Assessment Report Format", referred to as RAPID, through which such applications are reviewed and decided.

From the statistics it is clear that Council's decision-making time, in business day, are consistently less than what is set out in IDAS.

* An application is applicant driven, and Council cannot proceed with assessment unless the required actions, such as referral to DILGP, and public notification, are completed by the applicant.

2.2 Plan of subdivision

The *Sustainable Planning Act 2009* stipulates the assessment process and legislates timeframes in which a Compliance certificate for a plan of subdivision **must** be issued by Council. The Act allows 10 business days, to issue the Compliance certificate.

The average period for the issuing of a Compliance certificate is 1 business days.

It should be noted that 2 of the Compliance Certificates were processed on the same day they were lodged with Council.

2.3 Plumbing and drainage applications

The *Plumbing and Drainage Act 2002* stipulates the assessment process, and legislates timeframes in which plumbing and drainage applications **must** be decided. The Act allows 20 business days, to decide an application, and this timeframe includes all inspections.

The average assessment period for a plumbing application is 13.225 business days.

There were two (2) applications in particular that extended the average time in which to process the plumbing permits. These 2 applications took 46 days and 64 days to process and this was because they both required planning approval prior to the plumbing approval being issued.

3.0 Estimated value of the applications

Calculating the value of an approval is done by estimating the value of the future development at today's dollar value. The value of the applications decided in this quarter is estimated as follows:

	Value (\$)
Material Change of Use	
Reconfiguring a lot	
Survey Plans	
Operational works	\$15,265.00
Building	\$2,558,860.00
Plumbing and drainage	
Temporary events	

** These values are a projection, and have been collated from verbal reports from applicants and details provided on the application forms. These values will change over time.

4.0 Developments which are proceeding

The strongest indication of a development proceeding, once a Development permit is issued, is the submission of subsequent Operational works, Building, and Plumbing and drainage applications.

In the last quarter, the following larger developments have progressed:

- MCU01216 – Intensive Animal Use (Chicken Hatchery up to 1,000,000 per week)
 - Approved 19 October 2011
 - A 2 year extension was granted to the relevant period
 - Operational Works Approval given 17 February 2017
- MCU01768 - 223 Dragon Street, Warwick – Retirement facility (24 Units), Residential care facility (128 beds), Place of worship (Church), Community use, Food and drink outlet Cafe , Shop (Hair salon) and Office - Over two stages.
 - Approved 25 November 2016
 - Building application Lodged 5 April 2017
 - Operational Works was approved 23 December 2016 for Earthworks, Road Works, Stormwater, Water Infrastructure and Sewerage Infrastructure.

5.0 Initiatives and Improvements

5.1 This quarter:

Planning and Development is getting ready for the New Planning Act with training session organised for both Southern Downs Regional Council and Goondiwindi Regional Council who are assisting each other.

The Planning Scheme Amendments are currently being advertised for community consultation, with the submission period ending on 31 March 2017.

5.2 Next quarter:

Ensuring Planning and Development are ready for the New Planning Act which starts 3 July 2017. This requires our publically available fact sheets to be updated, new templates prepared and updating Techone for workflow timelines.

As part of this a presentations on the new Planning Act 2017 will be presenting to the Local Councillors in early July

Budget Implications

Nil

Policy Consideration

Nil

Community Engagement

The planning applications that were Impact assessable underwent public notification in accordance with the *Sustainable Planning Act 2009*.

Legislation/Local Law

Building Act 1975

Plumbing and Drainage Act 2002

Sustainable Planning Act 2009

Southern Downs Planning Scheme

Local Law No. 1 (Administration) 2011

Subordinate Local Law No. 1.12 (Operation of Temporary Entertainment Events) 2011

Options

Council:


1. Receive and note the summary of the development approvals statistics for the January to March 2017 quarter.
2. Not receive and note the summary of the development approvals statistics for the January to March 2017 quarter.

Attachments

Nil

12.3 Concurrence Agency Amenity and Aesthetics

Document Information

 Southern Downs REGIONAL COUNCIL	Report To: General Council Meeting	
	Reporting Officer:	Meeting Date: 26 April 2017
	Building Services Coordinator	ECM Function No/s: 7.13.1

Recommendation

THAT:-

1. Council repeals resolution 8.1D made on 21 December 2009, and resolution 9.10 made on 24 April 2012; and
2. For the purposes of Schedule 7, Table 1, Item 17 of the *Sustainable Planning Regulation 2009*, Council resolve that the following types of buildings may have an extremely adverse effect on the amenity or likely amenity of the locality, or be in extreme conflict with the character of the locality:
 - (a) all Class 1 and Class 10 removal buildings to be relocated onto a site within the Region;
 - (b) all Class 1 buildings with a gross floor area less than 60m² (*gross floor area* includes only enclosed habitable areas, and excludes areas used for parking, verandahs, and the like);
 - (c) all Class 1 buildings which due to their design or appearance resemble a shed, garage or similar structure;
 - (d) shipping containers to be located in any urban area or Rural residential zone; and
 - (e) shipping containers to be located in the Rural zone where:
 - (i) located within 100 metres of an urban area or Rural residential zone;
 - (ii) the lot has an area of 4000 square metres or less; or
 - (iii) located within 20 metres of a lot boundary.

Report

On 21 December 2009, Council made the following resolution in accordance with Schedule 7 of the *Sustainable Planning Regulation 2009*:

THAT Council declare for the whole of the Council area that the following types of buildings (shown as 1, 2, 3 & 4 below) may:

- (i) Have an extremely adverse effect on the amenity or likely amenity of the locality; or
- (ii) Be in extreme conflict with the character of the locality.
 1. all Class 1 and Class 10 removal buildings; and
 2. all Class 1 buildings under 60 m² in area; and
 3. all Class 1 buildings in the Natural Hazard Management Area (Flood); and
 4. all Class 1 buildings which due to their design or appearance resemble a shed, garage or similar structure.

The effect of the 2009 resolution was to allow Council to continue its role as a concurrence agency for the assessment of the amenity and aesthetic impact of particular building work under the *Sustainable Planning Act 2009*, which repealed the *Integrated Planning Act 1997*.

Removal Buildings

A change to number 1 of the resolution is proposed to include only Class 1 and Class 10 removal buildings being relocation onto a site within the region. The existing resolution makes Council a concurrence agency for all Class 1 and Class 10 removal buildings, including those building being relocated to a site outside of the region. The amenity and aesthetics of buildings being relocated outside of the region is not a concern to Council, therefore a change is proposed such that Council assesses only removal building being relocated onto a site within the region. It is recommended that item 1 be amended as follows:

1. all Class 1 and Class 10 removal buildings to be located onto a site within the region

Under Item 25 of Schedule 7, Table 1, *Sustainable Planning Regulation 2009*, Council retains its ability to require security (a bond) for the performance of works for both the removal (including demolition) and rebuilding of a building.

Dwellings under 60 square metres in Area

There is some confusion over whether the 60 square metre area includes verandahs. To provide clarification, it is recommended that this provision be amended as follows:

2. all Class 1 buildings with a gross floor area less than 60 square metres (*gross floor area* includes only enclosed habitable areas, and excludes areas used for parking, verandahs, and the like)

Natural Hazard Management Area (Flood)

Number 3 of the 2009 resolution refers to the 'Natural Hazard Management Area (Flood)'. This terminology has been replaced with 'flood hazard area'. Council has previously resolved to designate the Flood hazard overlay of the Southern Downs Planning Scheme as being the 'flood hazard area' (and also the 'defined flood level').

Council is a concurrence agency for building work within the 'flood hazard area' under Item 30 of Schedule 7, Table 1 of the *Sustainable Planning Regulation 2009*. New dwellings within the Flood hazard overlay are also subject to assessment under the Planning Scheme. Therefore, it is considered appropriate that number 3 of the resolution (i.e. all Class 1 buildings in the Natural Hazard Management Area (Flood)) be removed to reduce duplication in the assessment process.

Shipping Containers – Resolution 9.10, 24 April 2012

On 24 April 2012, Council made a further resolution in accordance with Schedule 7 of the *Sustainable Planning Regulation 2009* as follows:

THAT Council resolve that in accordance with Schedule 7, Table 1, 17 of the *Sustainable Planning Regulation* that shipping containers located:

- (a) in any Urban or Rural residential area in the Region; or
- (b) in any Rural zone in the region;
 - (i) where the site is located within 100m of an Urban or Rural residential area; or
 - (ii) where the site has an area of 4000m² or less; or
 - (iii) where the container is proposed to be located within 20m of a boundary of a lot.

will have an extremely adverse effect on the amenity or likely amenity of the locality or be in

extreme conflict with the character of the locality.

For clarity, it is considered appropriate that the provisions of both the 2009 and 2012 resolutions be incorporated into one resolution.

Budget Implications

Council may lose fees for a couple of building being removed from the region each year. This fee is \$650.

Policy Consideration

Nil

Community Engagement

The request to amend the resolution came from a Private Certified and after discussion with him, the request was found to be justified.

Legislation/Local Law

Building Regulation 2006

Sustainable Planning Act 2009

Sustainable Planning Regulation 2009

Southern Downs Planning Scheme

Options

Council:


1. Make a new resolution to require building applications to be referred to Council for assessment of the amenity and aesthetic impact of the building or structure for:
 - (a) all Class 1 and Class 10 removal buildings to be relocated onto a site within the Region;
 - (b) all Class 1 buildings with a gross floor area less than 60m² (*gross floor area* includes only enclosed habitable areas, and excludes areas used for parking, verandahs, and the like);
 - (c) all Class 1 buildings which due to their design or appearance resemble a shed, garage or similar structure;
 - (d) shipping containers to be located in any urban area or Rural residential zone; and
 - (e) shipping containers to be located in the Rural zone where:
 - (i) located within 100 metres of an urban area or Rural residential zone;
 - (ii) the lot has be area of 4000 square metres or less; or
 - (iii) located within 20 metres of a lot boundary.
2. Not repeal or amend the resolutions made on 21 December 2009 and 24 April 2012.

Attachments

Nil

12.4 Negotiated Decision - Gary Hayes & Partners Pty Ltd, 13123 Cunningham Highway, Womina

Document Information

 Southern Downs <small>REGIONAL COUNCIL</small>	Report To: General Council Meeting	
	Reporting Officer:	Meeting Date: 26 April 2017
	Development Assessment Coordinator	ECM Function No/s: MCU\01798

APPLICANT:	Gary Hayes & Partners Pty Ltd
OWNER:	William J Dwan
ADDRESS:	13123 Cunningham Highway Womina
RPD:	Lot 3 ML1766 and Lot 5 RP206437, Parish of Warwick, County of Merivale
ZONE:	Lot 3 ML1766 – Rural Residential Lot 5 RP2065437 – Specialised Centre
PROPOSAL:	Renewable energy facility (Solar Farm)
LEVEL OF ASSESSMENT:	Impact
SUBMITTERS:	Six (6): Four (4) letters of objections and two (2) letters of support.
REFERRALS:	Department of Infrastructure, Local Government and Planning and Ergon Energy
FILE NUMBER:	MCU\01798

Recommendation Summary

THAT the request for a Negotiated Decision for the purpose of a Renewable Energy Facility (Solar Farm) on land at 13123 Cunningham Highway, Womina, described as Lot 3 ML1766 and Lot 5 RP206437, Parish of Warwick, County of Marivale, being partly approved, with Condition 37 being amended but not in accordance with what the applicant has requested.

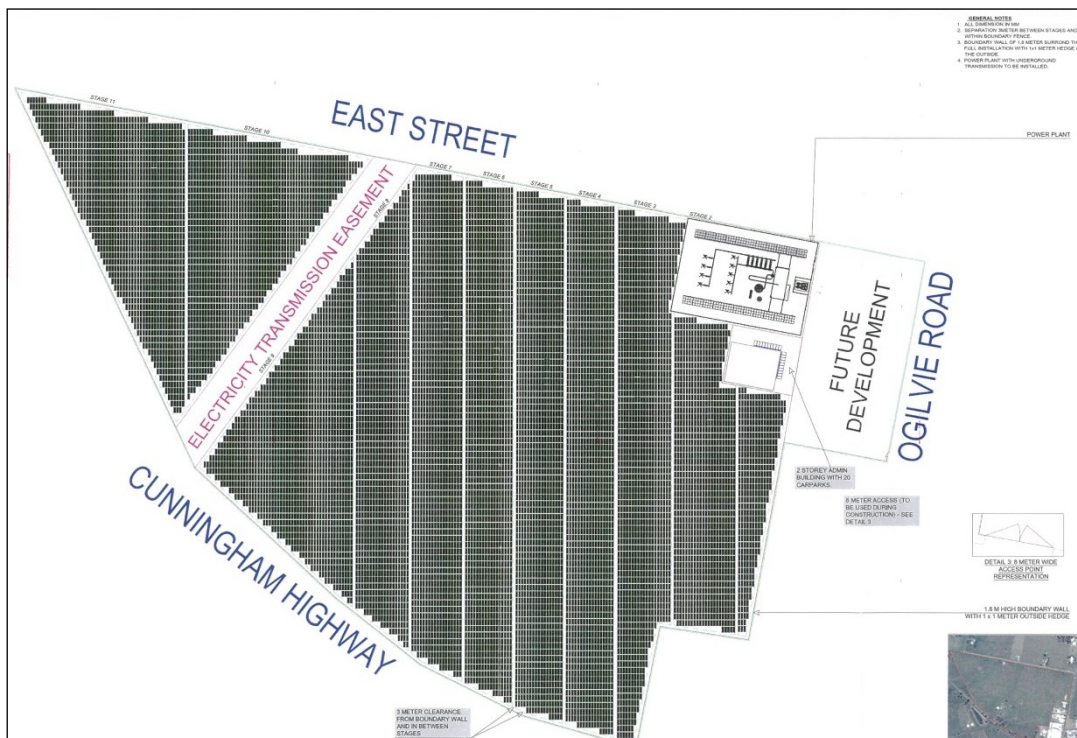
Locality map and Proposal

The subject property is on the northern approach to Warwick and is bounded by the Cunningham Highway, East Street and Ogilvie Road.

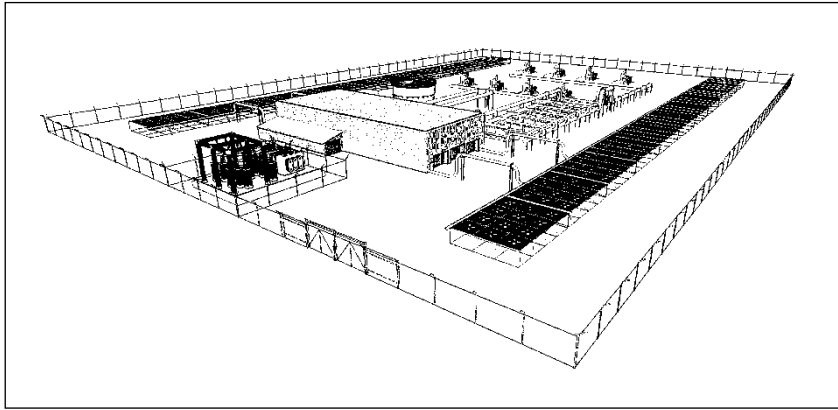


The applicant proposes to establish a 30 megawatt solar thermal farm on the site. The site would be developed over several stages, approximately 11 stages, however it is anticipated that the completion of all stages would be 12 to 18 months.

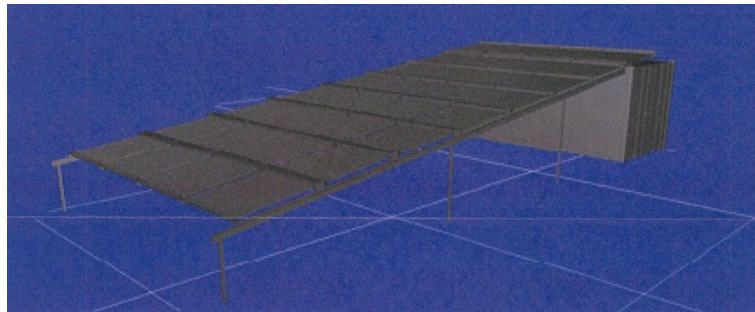
The solar farm would comprise of 4,050 solar thermal collectors, a power plant complex and an administration building. The plant components are designed to operate for a minimum of 30 years with no major replacement of parts or maintenance. The panels will have an approximate height of 1.8 metres above ground level.



Power plant



Solar panel diagram



An example of the solar panels



Report

The approval was decided by full Council and the Decision Notice was issued on 16 February 2017. On the 8 March 2017 the applicant lodged a request for a Negotiated Decision in relation to Condition 37.

Applicants Representation

We refer to council's approval dated 16 February 2017 and in particular condition 37. We request a negotiated decision to amend condition 37 so it reads:

"37. A sealed road, including mountable kerbing and channelling and stormwater drainage, is to be constructed from the Ogilvie Road intersection along East Street for the length of the Power plant section of the development only."

This amendment would reflect that

(i) No access to the approved development is taken from East Street, and the only access is via Ogilvie Road; and

(ii) Requiring the full construction of East Street as per current Condition 37 will put an unfair and unreasonable financial impost on the development.

Original Condition

37) "A sealed road, including mountable kerbing and channelling and stormwater drainage, is to be constructed along the East Street frontage of the site".

Council Comments

The applicant's representation is acknowledged particularly in relation to no access being obtained from East Street for the proposed development. However, this development is for Renewable Energy which is outside of the intent of the zones that are identified as Rural Residential and Specialised Centre, hence the application being Impact Assessable. The provision of road works was imposed on this development based on the zoning of the subject property rather than where access was being obtained from.

It was always envisioned at some point that East Street would be upgraded and this is based on the zonings of the subject property, particularly the Specialised Centre Zone which has approximately 450m of frontage to East Street. The Specialise Centre Zone Code outlines that the purpose of the zone is to provide developments that are commercially oriented towards low impact industry activities that would essentially warrant the need to upgrade East Street.

In addition, this development has not endured Infrastructure Charges that would normally require a contribution to be made to Council for the Transport Network (roads). For example, a development consistent with the intent of the zone such as Commercial -Bulk Goods would normally endure a charge amount of \$70 per square metre of Gross Floor Area (GFA) and 20% of this amount would be allocated towards the Transport Network.

While it is acknowledged that the development does not propose GFA, it does have 4,050 solar thermal collectors that allow for power to be generated, to then be sold as a commercial operation and therefore the same provisions should apply to this development as any other commercial activity.

Overall, Council considers the condition imposed regarding road works to be reasonable and relevant based on the zoning of the subject property and the proposed use. However, Council does acknowledged the cost involved to upgrade East Street and therefore has amended the extent of works required.

Recommended amendments to the Condition

- 37) A sealed road, including mountable kerbing and channelling and stormwater drainage, is to be constructed along the East Street frontage of the site **for 240m north from the intersection of East Road & Ogilvie Rd. The remaining East Street Frontage is to be upgraded to 6m of sealed road with table drains.**

Conclusion

The Planning Scheme does not envision a solar farm development of this size, in this location. The need to upgrade East Street is based on the existing zonings and the future possibilities of the subject property rather than the proposed use of Renewable Energy.

The Renewable Energy use maximises the site with thermal collectors for maximum commercial gain and therefore the road upgrade requirement has been imposed to be the same as other commercial operations.

This development is not required to contribute to Council's Infrastructure based on the development not having Gross Floor Area but this could result in Council missing an opportunity that would have otherwise been gained if the use proposed was within the intent of the Zone.

The requirement to upgrade East Street is considered a reasonable and relevant condition given the area/size of the development.

Options

1. The officer's recommendation is adopted.
2. The applicant's representation is adopted.
3. The Negotiated Decision request is refused with reasons.

Recommendation

THAT the Request for a Negotiated Decision for a Material Change of Use for the purpose of a Renewable energy facility on land located at 13123 Cunningham Highway, Womina, described as Lot 3 ML1766 and Lot 5 RP206437, Parish of Warwick, County of Merivale as WOMINA QLD 4370, be approved in part, subject to the following amendment to condition 37:


- 37) A sealed road, including mountable kerbing and channelling and stormwater drainage, is to be constructed along the East Street frontage of the site for 240m north from the intersection of East Road & Ogilvie Rd. The remaining East Street Frontage is to be upgraded to 6m of sealed road with table drains.

Attachments

Nil

12.5 Negotiated Decision - TFT Hoe Hire Pty Ltd ATF Townsend Family Trust, 347 Limberlost Road, Fletcher

Document Information

 Southern Downs <small>REGIONAL COUNCIL</small>	Report To: General Council Meeting	
	Reporting Officer:	Meeting Date: 26 April 2017
	Development Assessment Coordinator	ECM Function No/s: MCU\01723 and ERA\00222

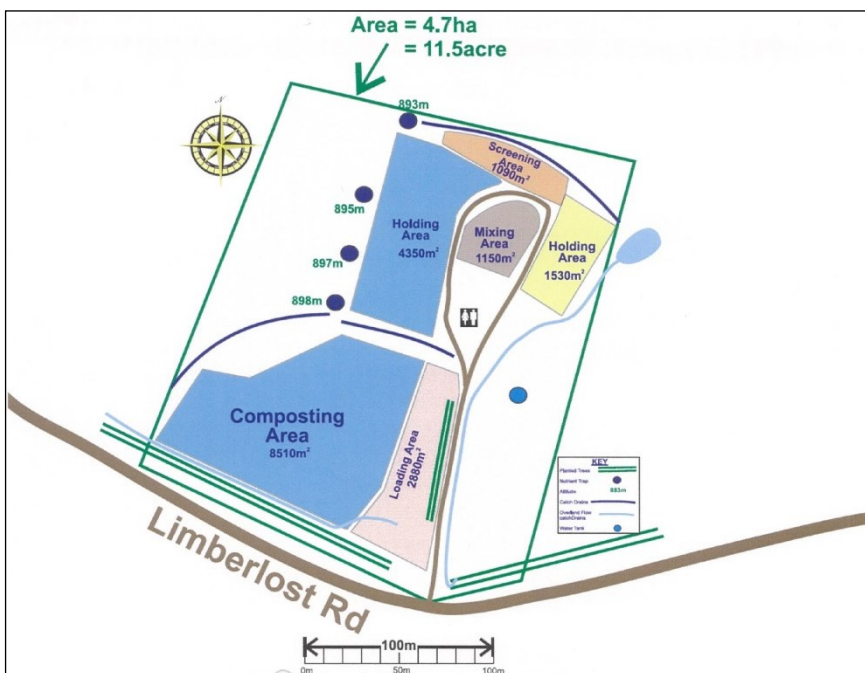
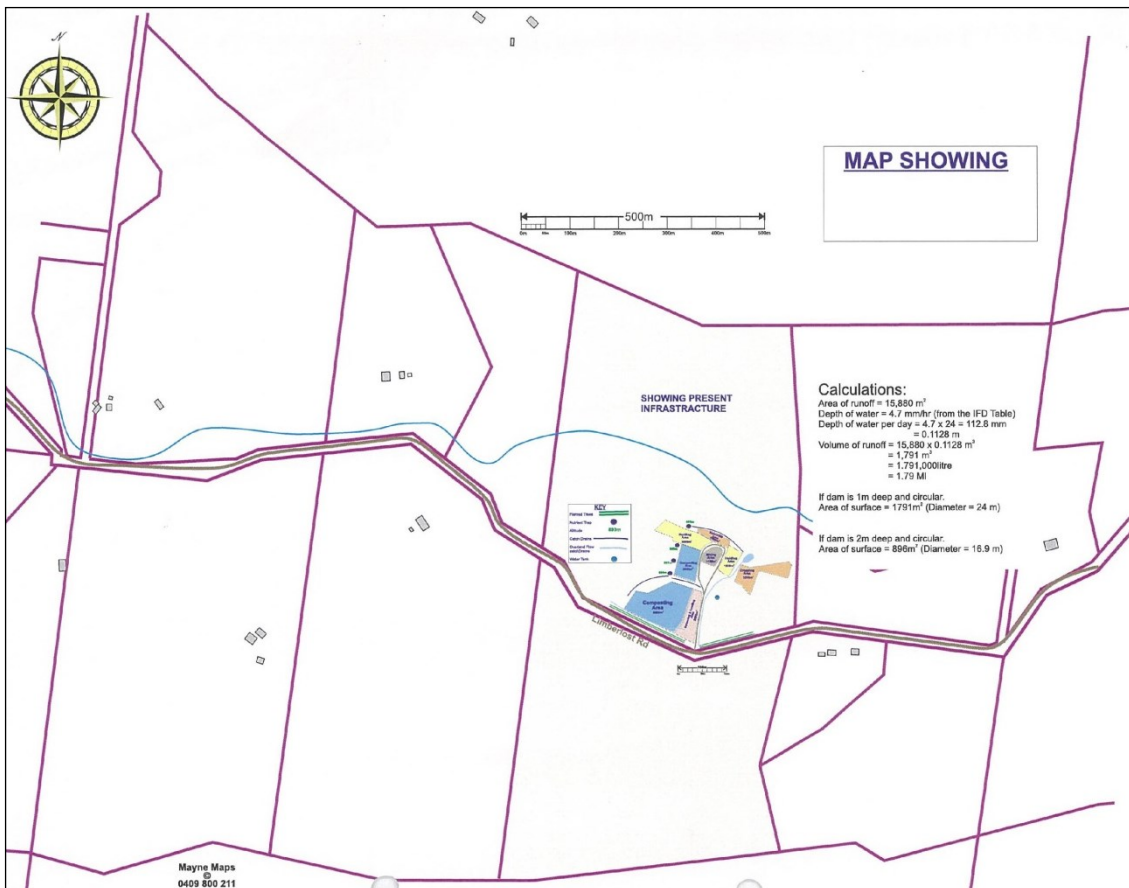
APPLICANT:	TFT Hoe Hire Pty Ltd ATF Townsend Family Trust
OWNER:	Edward J Paten
ADDRESS:	347 Limberlost Road, Fletcher
RPD:	Lot 147 BNT673, Parish of Broadwater, County of Bentinck
ZONE:	Rural
PROPOSAL:	High impact industry (Compost Manufacturing) Environmentally Relevant Activity No. 53 (Compost and Soil Conditioner Manufacturing)
LEVEL OF ASSESSMENT:	Impact
SUBMITTERS:	Seven (7)
REFERRALS:	Department of Infrastructure, Local Government and Planning
FILE NUMBER:	MCU\01723 and ERA\00222

Recommendation Summary

THAT the Negotiated Decision Request for a Material Change of Use for the purpose of a High impact industry (Compost manufacturing) and Environmentally Relevant Activity No. 53 (Compost and soil conditioner manufacturing) on land at 347 Limberlost Road, Fletcher, described as Lot 147 BNT673 (to be Lot 6 SP285676), Parish of Broadwater, County of Bentinck, be refused.

Locality Map and Proposal





Report

On 25 January 2017, Council decided to approve an application for a Material Change of Use for the purpose of a High impact industry (Compost manufacturing) and Environmentally Relevant Activity No. 53 (Compost and soil conditioner manufacturing) subject to Conditions.

On 7 March 2017 the applicant lodged a Negotiated Decision requesting Council to consider the removal of Condition 5 (Delivery Times), Condition 17 (Vehicle Access) and Condition 22 (road Works).

The applicant's reasoning for the Negotiated Decision Request is as follows:

"The Conditions in question are Condition 5, Condition 17 and Condition 22. Condition 5 (delivery times) and Condition 17 (vehicular access) would both significantly impact the efficiency of the business. Condition 17 would increase traffic and consequently dust on Limberlost Rd, one of the main stated concerns in the Submissions received. We consider Condition 22 (Roadworks) unreasonable to the Developer".

The applicant's representation on Condition 5 – Amenity and Environmental Controls – Delivery Times:

"Limiting the hours of deliveries of materials to the site, and the requirement that there be no heavy vehicles outside the stipulated times, would significantly hamper the efficiency and productivity of our business.

Agricultural activities can run 24/7, 365 days per year. It is not restricted to office hours or by lifestyle choices. Compost is a sensitive biological product that in ideal circumstances needs to go out according to weather conditions i.e. before rainfall, or into moist soil. We need to be able to deliver compost when the client needs the product.

Deliveries are often performed by contractors, and as such are out of our hands. Timing of deliveries needs to be facilitated to fit in with trucking contractors. There are also occasions when the restricted hours could conceivably prove a cumbersome expensive exercise. For example, if a delivery arrives at 5.30pm on a Saturday afternoon, and Monday is a public holiday, effectively the truck cannot leave until the Tuesday (who is going to pay for the time?). The restricted times that the State Government has imposed on us is already onerous enough (5am – 10pm Monday to Saturday; 9am – 10pm Sunday and Public Holidays).

Limberlost Road is a public road and no-one else on this road has restricted access hours of this type.

Generally speaking, we would of course limit any activity to daylight hours, but to leave this Condition as it stands would expose us to unnecessary complaints being placed with the SDRC, as well as being unworkable for us.

Request: *Suggest change to the time limits to reflect those imposed by the Environmental Authority EPPR03929316 (Condition N1): 5 am – 10pm Monday to Saturday; 9am – 10pm Sunday and Public Holidays".*

Original Condition:

5) "Deliveries of materials to the site and the collection of compost from the site shall generally only be between the hours of 6.00am to 6.00pm, Mondays to Saturdays, and not at all on Sundays and public holidays. No heavy vehicles must enter the development site outside these times".

Council's Comments

It is acknowledged that the use on-site may require continuing maintenance on a 24/7 basis however, the ongoing maintenance of the facility does not require the delivery of goods on a 24 hour basis. In response to the example provided by the applicant, Condition 5 states the following: 'no heavy vehicles must enter the development site outside these times' and therefore if a delivery arrives at 5:30pm, they are able to exit the site outside of the stipulated hours. It should be noted that the State Government remains silent on the delivery times but has conditioned noise limitations at different times of the day, with a zero noise limit between 10pm and 5am.

The development is considered to be an industrial use, surrounded by residential development within a Rural Zone setting and therefore people's liveability standard needs to be considered. As this facility will generate vehicles for a non-residential use, the condition has been imposed to ensure the surrounding residential developments are not significantly compromised by the proposed High impact industry (Compost manufacturing) use.

It should be noted that a condition imposed in the Environmental Authority states that the noise generated between 5am to 10pm is not to exceed background noise +3 measured at a sensitive place and background noise +5 measured at a commercial place. At this point in time it is unsure as to whether a truck parked at the loading area near the entrance of the subject property, with its engine running would generate noise levels below the standards specified in the Environmental Authority. If it does turn out that the noise from the truck parked in the loading area does exceed background noise +5, it could potentially mean that no delivery can occur.

As there are sensitive uses within the vicinity of the subject property, the condition imposed relating to delivery times is considered reasonable and should remain unchanged.

Recommended Changes to the Condition:

Condition to remain unchanged.

The applicant's representation on Condition 17 – Car Parking and Vehicle Access – Vehicle Access:

"There is no fire trail. Ian Townsend constructed and maintains a track, at his own expense, for easier direct access between his home and the compost site. This track cuts a direct route between the Compost Site on Limberlost Rd and Townsend Rd. It crosses a property he previously leased and for which he has an understanding with the current landowner. It is used mainly for personal access and for machinery when repairs are needed. This track reduces the time taken to travel to and from work considerably, as well as keeping this traffic off Limberlost Road. The track has since been used for fire access.

We deliver compost directly (via the internal track) to our neighbour (a customer) and harvest grass from several adjoining properties for use in the compost. This condition is also technically not workable. For example, we lease the property next door, and when harvesting grass, we would, according to Condition 17, have to go out onto Limberlost Road and then access the site and vice versa with tractors and equipment. Apart from being more dangerous on the road, this increases our time considerably.

The consequences of this condition is that it will result in more traffic and dust on Limberlost Rd which is one of the main concerns Council sought to address.

Request: *We are seeking that common sense prevails - that there is no restriction on our work access. That means that we should be able to continue to use internal tracks, as well as harvest grass and move machinery, and deliver compost product to our neighbours".*

Original Condition:

17) "All vehicular access to and from the site must be via Limberlost Road only. There is to be no delivery of materials or pick up of compost product via the fire trail".

Council Comments:

The subject property has a frontage to Limberlost Road only and all formed access to the subject property is via Limberlost Road. This development proposal was applied for over

Lot 6 SP285676 (347 Limberlost Road) only and therefore the approved use being High impact industry (Compost manufacturing) should only be operating solely within its property boundaries and not on any adjoining sites that do not form part of this approval.

While it is acknowledged that a verbal agreement may have been made with nearby landowners, the adjoining sites do not form part of the application. Therefore, Council cannot legally allow for access between these 2 sites to be obtained unless there are easement in place and the adjoining site forms part of the proposal. The impacts of using the 'fire trail' were not assessed as part of the application and even though the 'fire trail' may reduce traffic on Limberlost Road, it is not a formal access route and therefore cannot be considered as part of the application.

On the basis that the adjoining site does not form part of the approval, the condition is considered to be a reasonable and relevant.

Recommended Changes to the Condition:

Condition to remain unchanged

The applicant's representation on Condition 22 – Roadworks – Road Works

"If the site inspection identifies that works or signage is required, it follows that Council has not maintained this public road to the standards required. Limberlost Road is used by vehicles including heavy vehicles for other business enterprises as well.

It is not reasonable for the Developer to solely carry the financial burden of any works required for all the businesses and agricultural enterprises on Limberlost Road.

Request: *Council upgrade Limberlost Road to the required standard, or spread financial responsibility between all enterprises on Limberlost Road".*

Original Condition

22) *"Within one month of this approval taking effect, the applicant is to contact Council's Engineering Services department to arrange a site inspection of Limberlost Road. The site inspection is to ascertain if any works or signage are required at any of the existing driveways along Limberlost Road. Identified works may include the removal of vegetation to improve site distances and/or the installation of concealed entrance signage. Any identified works are to be completed at the full cost of the developer, within an agreed timeframe".*

Council Comments

At present the road is adequate enough to cater for the existing uses in the surrounding locality which are primarily residential and rural uses. However, this proposed use of High impact industry (Compost Manufacturing) will generate heavy vehicles to Limberlost Road on a regular basis which over time will damage the road. The applicants submission is not considering the function of road before and after the proposed use and is not considering the types of vehicles required for this development alone. The condition is quite lenient in that a review would be carried out one month after the approval takes effect when in fact it would be reasonable and relevant for Council to request works to Limberlost Road, prior to the commencement of use.

In addition, no traffic report was provided in the assessment of the application or as part of this Negotiated Decision that would further justify why this condition is unreasonable. Limberlost Road is currently unsealed and this condition was imposed to ensure the safety of those who use Limberlost Road.

Recommended Changes to the Condition:

Condition to remain unchanged.

Conclusion

The applicant has not provided sufficient ground to necessitate the need for conditions 5, 17 and 22 to be reconsidered.

The conditions imposed on the development, in particular conditions 5, 17 and 22 are considered reasonable and relevant based on the proposed use and also the surrounding uses within the locality.

The conditions were imposed, in part in response to a number of submissions which raised concerns relating to noise, road safety and the hours in which the activities are being carry out, which further negates the need for the conditions being imposed. In the applicant's representations, there is no reference made to mitigating the concerns raised by the submitters.

Insufficient justification has been provided to warrant a change to the conditions and it is considered the conditions are reasonable and necessary and should remain unchanged.

Options

1. The officer's recommendation is adopted.
2. An alternative recommendation is adopted.
3. The application is approved with reasons.

Recommendation

THAT the Request for a Negotiated Decision on land at 347 Limberlost Road, Fletcher, described as Lot 147 BNT673, Parish of Broadwater, County of Bentinck, be refused for the following reasons:


- The times stipulated for deliveries is considered a reasonable condition when taking into account the sensitive nearby land uses, which are predominately residential uses in a Rural setting (condition 5).
- Access between the subject property and the adjoining sites cannot occur unless the adjoining sites form part of the development application and in this case the proposed development has only been applied for over Lot 147 BNT673 (condition 17).
- The proposed High impact industry (Compost manufacturing) Use will generate traffic above what is intended for the rural locality. The road is currently unsealed and as there was no traffic report provided with the application to justify a change to Condition 22.
- The conditions imposed (particularly Condition 5, 17 and 22) assist in mitigating the concerns raised by Submitters.

Attachments

Nil

12.6 Negotiated Decision - Travis J Evans and Louise Macpherson C/-Property Projects Australia, 49 Tyrel Street, Stanthorpe

Document Information

 Southern Downs <small>REGIONAL COUNCIL</small>	Report To: General Council Meeting	
	Reporting Officer:	Meeting Date: 26 April 2017
	Planning Technical Officer	ECM Function No/s: RC\01624

APPLICANT:	Travis J Evans and Louise Macpherson C/-Property Projects Australia
OWNER:	David J, Miette J and Travis J Evans
ADDRESS:	49 Tyrel Street, Stanthorpe
RPD:	Lot 6 RP194458, Parish of Stanthorpe, County of Bentinck
ZONE:	Low density residential
PROPOSAL:	Subdivision of one lot into three lots and Access easement
LEVEL OF ASSESSMENT:	Code
SUBMITTERS:	Nil
REFERRALS:	Nil
FILE NUMBER:	RC\01624

Recommendation Summary

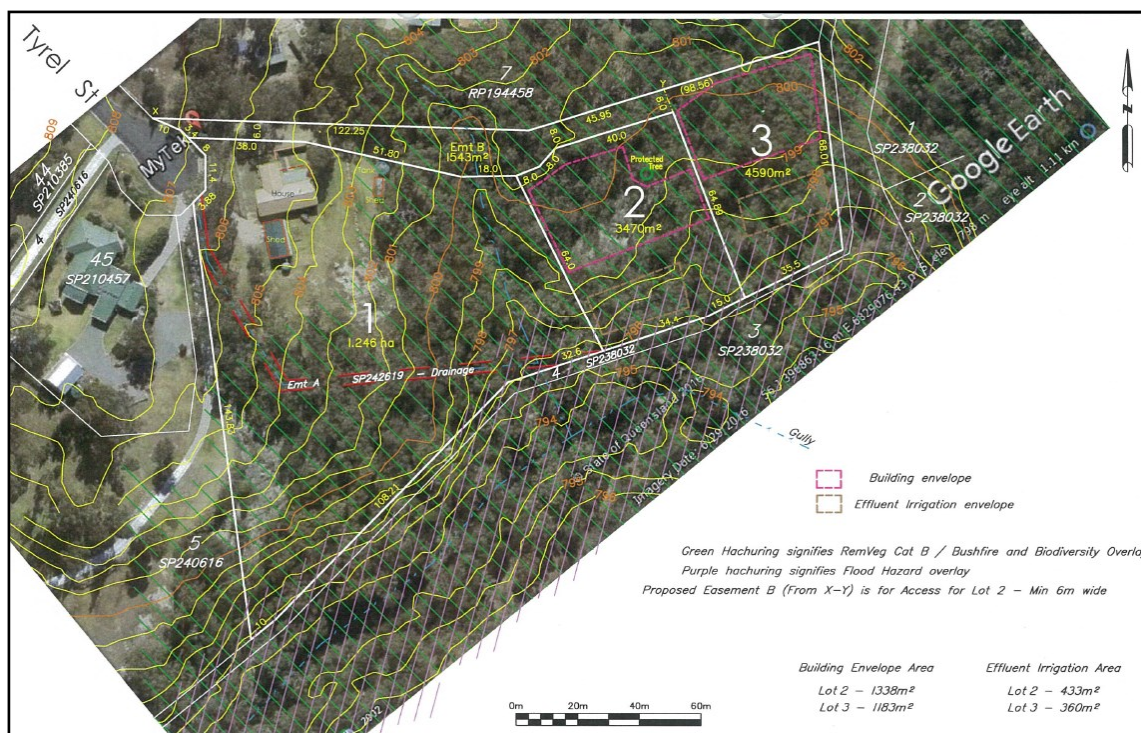
THAT the request for a Negotiated Decision for Subdivision of one lot into three lots and Access easement on land at 49 Tyrel Street, Stanthorpe, described as Lot 6 RP194458, Parish of Stanthorpe, County of Bentinck, be approved.

Background

On 10 February 2017, Council issued a Development Permit for a Subdivision of one lot into three lots and Access easement on land at 49 Tyrel Street, Stanthorpe, described as Lot 6 RP194458, Parish of Stanthorpe, County of Bentinck. The Development Permit required the applicant to extend the sewer main located in Tyrel Street to be extended to the subject land to allow for the connection of the proposed new lots to a reticulated sewerage system and provide a stormwater drainage system to allow the lots to have a legal point of discharge. A request has been received for a Negotiated Decision in relation to this approval.



The approved lot layout is as follows:



Proposed Lot 1 will be 1.246 hectares in size and retain the existing dwelling, associated outbuildings, vehicle access and the stormwater easement. Proposed Lots 2 and 3 will be 3,470 and 4,590 square metres in size respectively.

Proposed Lot 2 does not have frontage to a constructed road. Proposed Lot 3 will be provided with an access handle along the northern boundary of proposed Lots 1 and 2, and an access easement over the access handle will provide access to proposed Lot 2.

The applicant identified suitable building envelopes on the subject land, including areas suitable for the location of on-site waste disposal facilities. However, the approval was conditioned to require all lots to be connected to the existing sewerage reticulation system.

Report

The applicant has requested a review of Conditions 5, 10, 13, 14 and the Infrastructure charges, relating to the design, extension and construction reticulate sewerage system and stormwater drainage.

Condition 5

5. The on-site sewerage facility associated with the existing dwelling on the land is to be decommissioned and capped off.

The applicant's consultant has stated as follows:

Condition 5 requires the existing on-site sewerage facility for the existing dwelling on proposed Lot 1 to be decommissioned and capped off. Where the requirement to connect to sewerage infrastructure specified in Conditions 13 and 14 is removed in accordance with the request below, this condition is not required.

Requested Amendment:-

On the basis of the above, it is requested that Condition 5 is removed.

The applicant proposed to retain the existing on-site sewerage treatment system on proposed Lot 1 and identified areas within the proposed new lots, sufficient in size to accommodate individual on-site sewerage systems. An On-site Effluent Facility Report was submitted with the original application to demonstrate that the new lots are suitable to accommodate on-site effluent facilities.

Council's Water and Waste Water department advised that the development should be connected to the Council's sewerage system, and it can be achieved if the existing sewerage system located in Tyrel Street was extended. The matter relating to sewerage connection is later discussed in the report, however, the applicant's request to delete Condition 5 is supported in this circumstance.

Condition 5 should be deleted.

Condition 10

10. The design, construction and operation of the stormwater drainage system must comply with the water quality objectives stated in Appendix 3 of the State Planning Policy.

The applicant's consultant has stated as follows:

Condition 10 requires the design, construction and operation of the stormwater drainage system to comply with the water quality objectives in Appendix 3 of the State Planning Policy ("SPP"). Part E – Interim Development Assessment Requirements identifies when the water quality State interest requirements apply to development applications. For land mapped within the 'receiving waters' area the requirements apply to "(2) reconfiguring a lot for urban purposes that involves a land area greater than 2500 square metres and will result in six or more lots". Although the site is mapped within the 'receiving waters' area and the development relates to land with an area greater than 2,500m², the development involves a one (1) into three (3) lot subdivision and does not result in six (6) or more lots. Therefore, the requirements for the water quality State interest do not apply and the subdivision does not trigger an assessment against the water quality objectives in the SPP.

Requested Amendment:-

On the basis of the above, it is requested that Condition 10 is removed as it is not relevant to the development.

The applicant's request is supported and therefore considered the requested amendment appropriate.

Condition 10 should be deleted.

Conditions 13 and 14

13. A sewerage reticulation system is to be provided to service all allotments, including the existing dwelling. This system is to be connected to Council's wastewater sewerage system.
14. The sewer main located in Tyrel Street is to be extended to the subject land to provide for the sewerage connections of the subdivision.

The applicant's consultant has stated as follows:

It is requested that Conditions 13 and 14, which relate to the extension of the existing sewer main and a connection to Council's wastewater sewerage system, are removed.

In particular, it is requested that the conditions be removed because:-

- The decision notice does not state whether the sewerage infrastructure is trunk or non-trunk infrastructure and does not specify the section of the Sustainable Planning Act 2009 which Council is able to impose a condition about infrastructure in accordance with Section 335 (1)(e)(iii); and*
- It is submitted that the condition is an unreasonable imposition on the development and is not considered to be reasonably required for a subdivision of this scale, given the constraints of the site limit the further subdivision of the land and because a viable and appropriate alternative is available to service the development (i.e. on-site effluent treatment).*

The above points are expanded on in the following section.

Infrastructure Conditions

The decision notice states that the existing sewer main is to be extended and a sewerage reticulation system provided to the subdivision. However, the Decision Notice does not identify whether the sewerage infrastructure condition is imposed as trunk or non-trunk infrastructure and the section of the SPA under which Council can impose these conditions.

Section 335 of the SPA identifies the content that must be included in a Decision Notice. Section 335(1)(e)(iii) states '....for each condition about infrastructure imposed under chapter 8 – the provision under which the condition was imposed'. Condition 13 and 14 have not identified as being imposed as trunk infrastructure under Section 647 or as non-trunk infrastructure under Section 665. As such, it is considered that the Decision Notice does not contain all the relevant information and Conditions 13 and 14 have not been properly imposed.

Unreasonable Imposition

Despite the above, where it was considered that Conditions 13 and 14 can be imposed under Section 665 and that the conditions are relevant conditions, it is submitted that the current conditions are an unreasonable imposition on the development and not reasonably required and, therefore, should be removed.

The development involves the creation of two (2) additional allotments with areas significantly exceeding the minimum lot size in the Low Density Residential Zone of 600m². The proposed lot sizes, as well as the lot sizes of surrounding development, significantly exceed the acceptable minimum lot size because the subject site and surrounding areas are constrained by slope and other environmental features. A subdivision of this scale, where there is likely to be limited development uplift on surrounding land, should not be required to connect to sewerage infrastructure located approximately 210 metres away from the site.

In its current form, the conditions require the existing sewer main to be extended approximately 210 metres down Tyrel Street. It is estimated that the sewerage infrastructure extension would result in an additional cost of, at least, \$80,000.00 to the development. As the site is located outside the Priority Infrastructure Plan (PIP) area, it is assumed the cost of providing sewerage infrastructure would be burdened by the developer, however, the Decision Notice has not stated the provision under which the Condition has been imposed.

Where the cost of construction of the sewer main extension rests on the developer and is not able to be offset against infrastructure charges, this additional cost would result in the project not being financially viable and it would not proceed. It is submitted that this impact demonstrates that, in its current form, the requirement to connect the subject site to reticulated sewer is an unreasonable imposition on the development and, therefore, the condition does not satisfy Section 345(1)(a) of the Sustainable Planning Act 2009.

It is noted that Section 345(1) of the Sustainable Planning Act 2009 applies despite the laws and policies that are identified as policies applied by the assessment manager (i.e. Southern Downs Regional Council). That is, the occurrence of policy requiring an infrastructure connection does not, by itself, make the imposition of the current infrastructure condition a reasonable requirement.

In relation to Section 345(1)(b) of the Sustainable Planning Act 2009, a condition may also be imposed where it is reasonably required in relation to the development or use of premises as a consequence of the development.

In relation to the proposed development, it is submitted that it is not reasonably required because:-

- A viable alternative solution, being on-site effluent disposal has been provided, which is consistent with other lots in Tyrel Street. The method of on-site effluent disposal has, through the provision of technical documentation as part of the common material, been demonstrated to be a viable alternative solution to reticulated sewer;*
- The proposed subdivision results in allotments with a minimum lot size of over 3,000m². As such, the allotments are suitably dimensioned to accommodate an on-site effluent system without impacting on the surrounding development; and*
- The surrounding properties on Tyrel Street are unlikely to be developed to the extent/density of development that is envisaged under the Planning Scheme because of the natural and environmental constraints (e.g. slope, vegetation, habitat values, etc.). As such, the extension of sewer to 49 Tyrel Street is not likely to be an efficient or effective investment as it will have limited benefit to surrounding properties because these properties can also provide on-site effluent treatment, which will be adequate to meet the likely demand caused by further subdivision in the locality.*

Again, it is noted that the Section 345 of the Sustainable Planning Act 2009 applies the Assessment Manager's policies that are identified as being applicable to the development. That is, the occurrence of a policy states an infrastructure connection is required does not, by itself, mean that the infrastructure connection is reasonably required.

In fact, for the reasons outlined above, it is submitted that the imposition of Conditions 13 and 14 is an unreasonable imposition of the development and is not reasonably required to address an impact of the development.

Requested Amendment:-

Conditions 13 and 14 can be removed as they are an unreasonable imposition on the development and are not reasonably required in relation to the use of the premises or as a consequence of the development. It is also requested that the on-site effluent disposal alternative provided is approved.

This development required assessment against the Low density residential zone code, the Reconfiguring a lot code, the Flood hazard overlay code and the Biodiversity overlay code.

The proposed subdivision could demonstrate compliance with the Low density residential zone code in regards to site suitability, lot size and dimensions, road, access, access links and transport network, parks and open space, electricity and telecommunications, environment, crime prevention and safety, neighbourhood design, access and site buffering. The proposal does not comply with all of the Acceptable outcomes and Performance outcomes in regard to Infrastructure which requires the provision of all urban services, including connection to Council's reticulated waste water system.

The purpose of the code is to ensure the creation of distinct local character and identity and a strong sense of place created by a high standard of design that respects the natural and cultural features of the site and surrounding area including topography, areas of remnant vegetation, waterways and wetlands, landmarks views and vistas, the provision of appropriate infrastructure and services to meet the anticipated needs of the future use activities and the reasonable expectations of the community and safe and appropriate access.

AO14.2 (a) *Except in Allora, all lots in the Low density residential, Medium density residential, Principal centre, District centre, Specialised centre, Mixed use and Industry zones are connected to the reticulated sewerage system.*

PO14 *A potable water supply and adequate sewerage facilities are available to each lot in the development that will be used for residential, commercial or industrial purposes and adequate water is available for fire fighting purposes.*

The applicant stated in the original application that the balance lot is capable of accommodating future low density residential. The approval of the proposed subdivision will set precedence for future subdivision of land in the surrounding lots, which are significantly large in size in this location. However, in consideration that the surrounding lots are large in size, accommodate on-site sewerage facilities and are constrained by vegetation, topography and granite rock, the applicants request is considered reasonable.

Conditions 13 & 14 should be deleted.

Infrastructure charges

The current charge calculation appears on the Infrastructure charges notice as follows:

Development Type	Network	Rate	Proposed	Credit	Charge
Subdivision - residential	All	\$10,000/lot	3 lots	1 lot	\$20,000
TOTAL:					\$20,000

The applicant's consultant has stated as follows:

SDRC Infrastructure Charges Notices

The Infrastructure Charges Notice ("ICN") issued by SDRC has been calculated incorrectly. A discount should apply under Section 13 of the Adopted Infrastructure Charges Resolution (No. 2) 2015, where a sewerage network is not available in the area of the proposed development.

There is no sewerage network available for connection to the immediate area of the proposed development and connection to sewerage infrastructure would require significant extension to the sewerage network.

As detailed above, we consider that providing a connection to the sewerage network is considered to be an unreasonable imposition on the proposed development and not reasonable required. As such, the proportion of the infrastructure charge that relates to the sewerage network (i.e. 35%) should not be applied in this instance. Therefore, we consider that the infrastructure charge should be reduced to \$13,000.

Requested Amendment:-

The following amendments are requested to the ICN:-

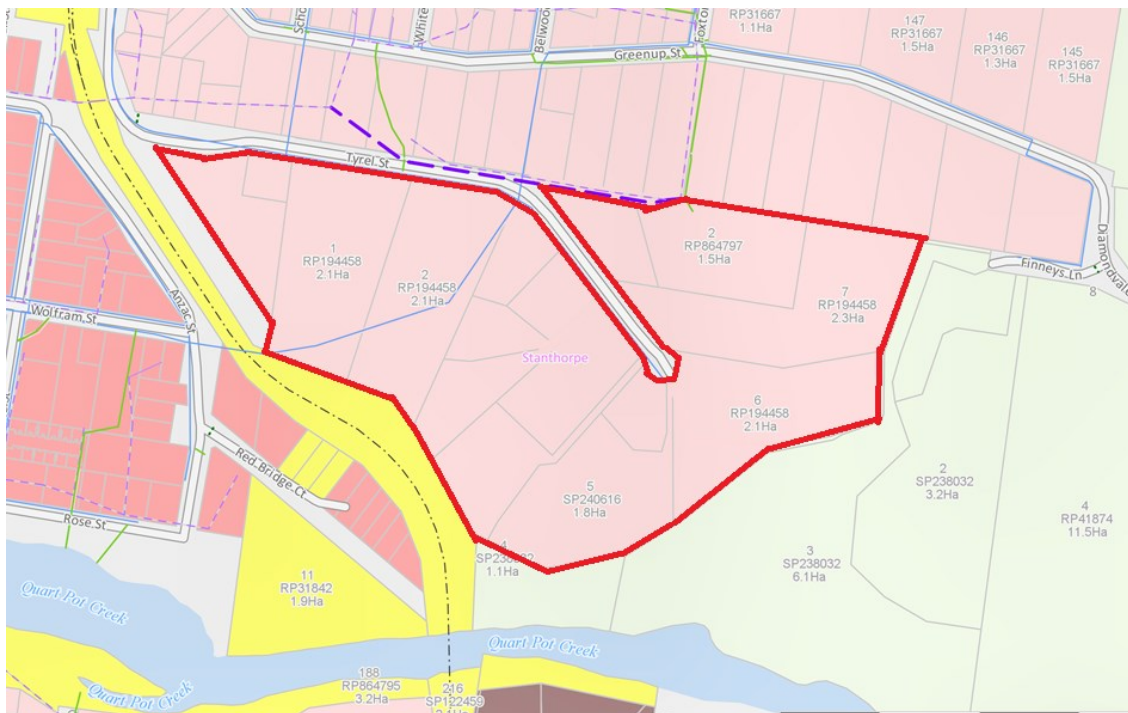
- The infrastructure charge should be calculated with the discount of 35% applied to the infrastructure charge (i.e. a rate of 65% of \$10,000/lot should be used to calculate the infrastructure charge); and*
- The ICN to be re-issued to correct the total applicable charge, being \$13,000.*

The applicant's request for the amendment of the Infrastructure Charges Notice is considered appropriate in this circumstance and should be amended as follows:

Development Type	Network	Rate	Proposed	Credit	Charge
Subdivision - residential	All except sewerage	65% of \$10,000/lot	3 lots	1 lot	\$13,000
TOTAL:					\$13,000

Planning scheme zoning

In view of the existing character and the lot sizes in the area south and east of Tyrel Street on the attached plan, consideration should be given to a Planning scheme amendment due to the constraints relating to the provision of reticulated sewerage to this area.



The area identified may be more appropriately located in the Rural residential zone, where the connection to sewerage is not a requirement and the minimum lot size is 4,000 square metres. For the application in this report, the lots could easily comply with the minimum lots size and provision of services and would be consistent with the surrounding lots. This amendment would also provide a clearer expectation for future development in this area. In accordance with the *Sustainable Planning Act 2009*, the scheme amendment would be subject to public consultation.

Options

1. The officer's recommendation is adopted.
2. The application is refused with reasons.

Recommendation

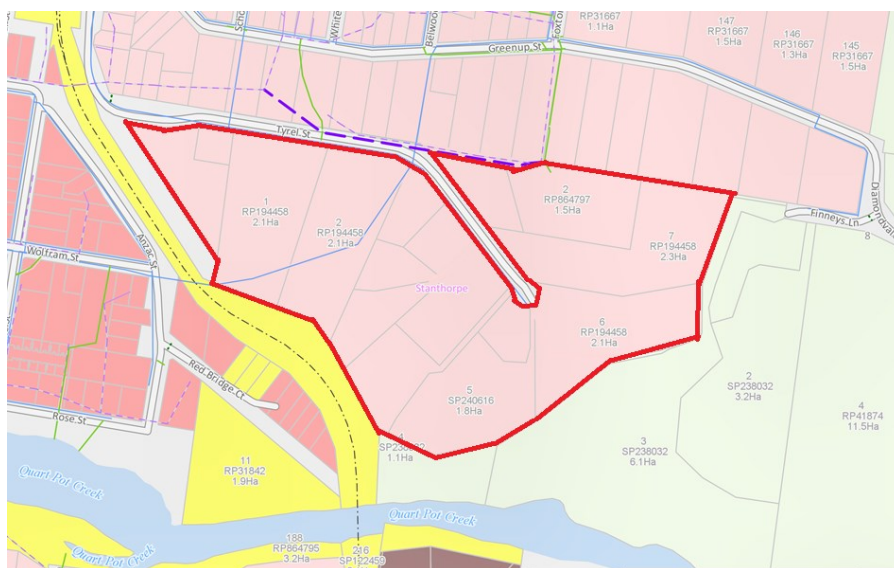
- A. THAT the request for a Negotiated Decision for Subdivision of one lot into three lots and Access easement on land at 49 Tyrel Street, Stanthorpe, described as Lot 6 RP194458, Parish of Stanthorpe, County of Bentinck, be approved:

Condition 5, 10, 13 and 14 are deleted and the Infrastructure Charges Notice is amended as follows:

5. Deleted. ~~The on-site sewerage facility associated with the existing dwelling on the land is to be decommissioned and capped off.~~
10. Deleted. ~~The design, construction and operation of the stormwater drainage system must comply with the water quality objectives stated in Appendix 3 of the State Planning Policy.~~
13. Deleted. ~~A sewerage reticulation system is to be provided to service all allotments, including the existing dwelling. This system is to be connected to Council's wastewater sewerage system.~~
14. Deleted. ~~The sewer main located in Tyrel Street is to be extended to the subject land to provide for the sewerage connections of the subdivision.~~

Development Type	Network	Rate	Proposed	Credit	Charge
Subdivision - residential	All except sewerage	65% of \$10,000/lot	3 lots	1 lot	\$20,000 13,000
TOTAL:					\$20,000 13,000

- B. In accordance with the *Sustainable Planning Act 2009*, Council propose to amend the Southern Downs Planning Scheme to include the land located south and east of Tyrel Street, Stanthorpe, as identified on the attached map, currently included in the Low density residential zone to be amended to the Rural residential zone.




Attachments

Nil

12.7 Material Change of Use - Serrena Que Estate Pty Ltd, 1498 Eukey Road, Eukey

Document Information

 Southern Downs <small>REGIONAL COUNCIL</small>	Report To: General Council Meeting	
	Reporting Officer:	Meeting Date: 26 April 2017
	Graduate Planning Officer	ECM Function No/s: MCU\01807

APPLICANT:	Serrena Que Estate Pty Ltd
OWNER:	Simon W Smith & Cynthia J Longman
ADDRESS:	1498 Eukey Road, Eukey
RPD:	Lot 23 SP212882, Parish of Broadwater, County of Bentinck
ZONE:	Rural (Granite Hills precinct)
LAND USE AREA:	5.83 hectares
PROPOSAL:	Winery (Vineyard, winery, cellar door and observatory); Food and drink outlet (Café); and Short-term accommodation (4 cabins – up to 6 people per cabin) Over 4 Stages, relevant period up to 8 years
LEVEL OF ASSESSMENT:	Impact
SUBMITTERS:	Two (2)
REFERRALS:	Nil
FILE NUMBER:	MCU\01807

Recommendation Summary

THAT the application for a Winery (Vineyard, winery, cellar door and observatory); Food and drink outlet (Café); and Short-term accommodation (4 cabins – up to 4 people per cabin) Over 4 Stages, relevant period up to 8 years on land at 1498 Eukey Road, Eukey, described as Lot 23 SP212882, Parish of Broadwater, County of Bentinck, be approved.

Report

An application has been received for a Winery (Vineyard, winery, cellar door and observatory); Food and drink outlet (Café); Short-term accommodation (4 cabins – up to 6 people per cabin).



The subject site is approximately 5.83 hectares and has frontage to Eukey Road and Mt Tully Road.

It is proposed to develop the site over four (4) Stages, and the applicant has requested that Council grant a relevant period of eight (8) years. The stages are proposed as follows:

- Stage 1: a boutique winery and cellar door to sell wine from the property as well as wine produced in the region and other local produce (jams, chocolates etc.)
- Stage 2: establish an observatory at the cellar door to combine star viewing nights with wine master classes
- Stage 3: establish a café at the cellar door
- Stage 4: Four (4) Short-term accommodation cabins (for 6 people maximum each)



The proposal includes a Winery shed, with the Cellar door and Café attached. The winery is expected to produce approximately 800 – 1000 cases of wine per year when operating at maximum capacity. The applicant has specified that the cellar door and café will operate between 10am and 4pm, up to five days per week. The café will predominantly sell premade local goods

such as chocolate and cheese. A wine masterclass with a maximum capacity of 10 people will also run from the Cellar door after hours up to twice per month. The design of the site will provide car parking for up to 10 visitors and 1 bus for the Cellar door and Cafe.

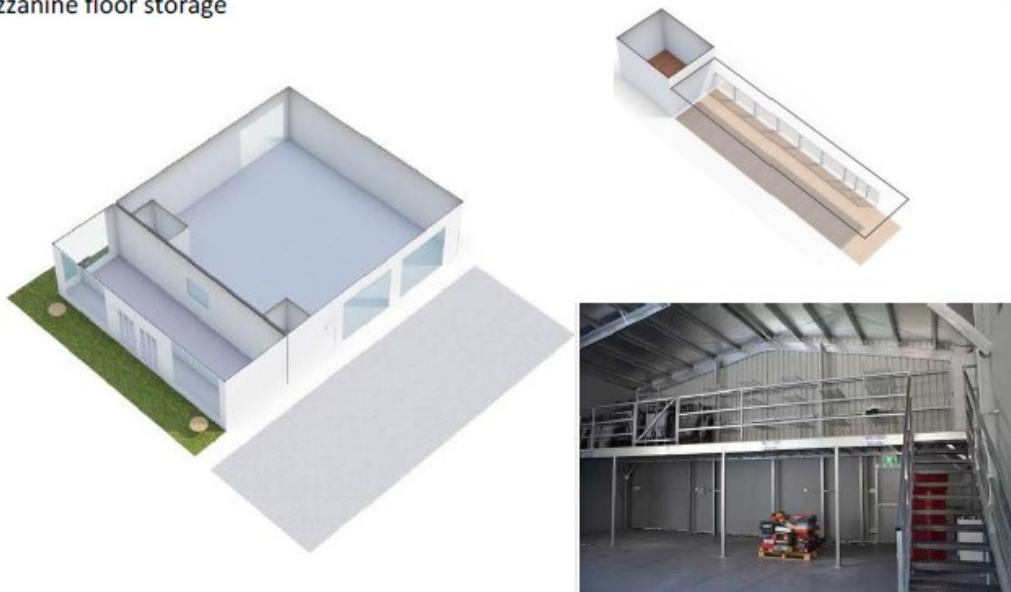
The Observatory will be separate to the Cellar Door and Shed and will be located in a garden setting away from the lights of the main buildings to maximise the viewing experience. Viewing equipment will include telescopes, small viewing deck with seating, and structure to house the telescopes. The observatory will be available for viewing up to two nights per month dependent on weather and the astronomy calendar. The viewing nights will have a maximum of 10 people at each. The viewings will start at 7pm and run for up to 120 minutes.

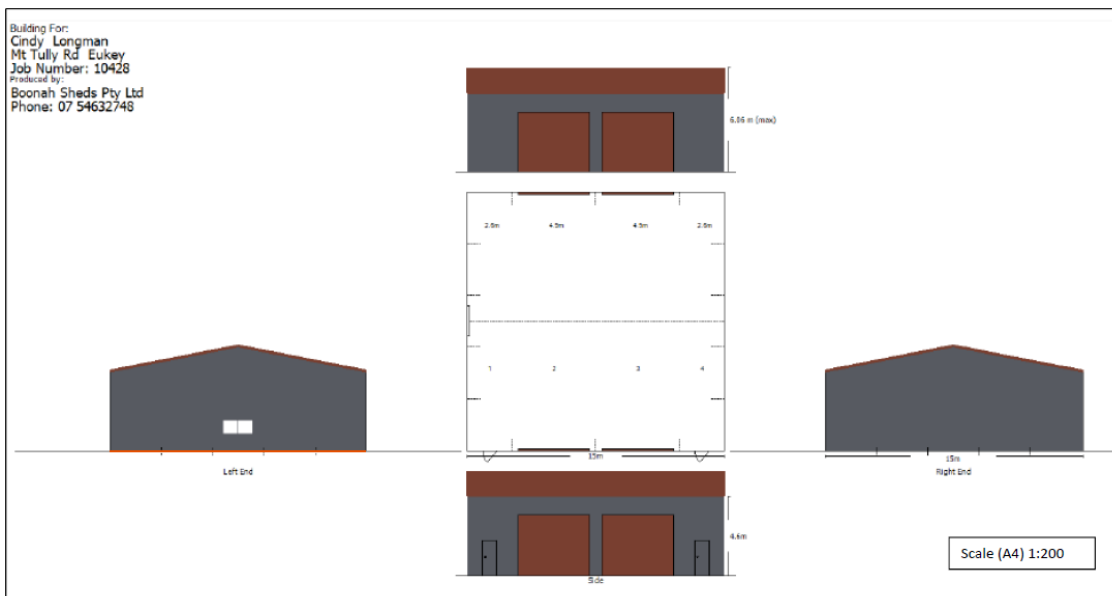
The applicant also proposes up four cabins to accommodate up to 24 people in total. These will be located throughout the site with two cabins to the north of the vineyards, and two cabins to the west of the vineyards.

Ground floor



Mezzanine floor storage





The applicant has stated that water tank capacity will have 10,000 litres as a minimum dedicated for fire-fighting purposes.

Submissions

There were two (2) properly submissions received in relation to the application. One additional submission was received after the closing date for public notification. The points raised in this submission will be addressed, but the submitter will not have any appeal rights. The matters raised by the submitters are as follows:

Traffic Safety

- Late-evening or night-time activities and their accompanying potential for increased traffic.
- Given the position of the property very close to a blind corner and downward slope in a 100km zone, driveway access off Eukey Road would be very dangerous.
- Given that this property has two road frontage it would be reasonable to require the developer to only allow vehicular access from Mt Tully Road.

The reasons for this includes:

- Low visibility from the proposed access at 1498 Eukey Rd.
- This property is situated where there is very limited visibility to/from the south where traffic approaches around a bend and over the horizon in a 100km/h zone. This would be hazardous.
- Proximity to the intersection of Armstrong Lane would only create an additional distraction when vehicles are entering or exiting the 'lane'.
- Contrastingly, Mt Tully Rd carries a much lower volume of traffic, has much better visibility and traffic moves more slowly as they approach the T-intersection at Eukey Road (or vice versa).

Comment:

The applicant has stated that they would clear trees in the road reserve of Eukey Road to improve the visibility.

Planning Officers sought the advice of Council's Engineering Department in regards to the suitability of Eukey Road for a commercial access to the property. Council's Engineering Department provided the following advice:

Council's Engineering Department does not consider any section along the Eukey road frontage to be safe enough to install a vehicle crossing for commercial purposes.

It is council's preference to obtain vehicle entrance via Mt Tully road and be at least 30 metres away from the intersection.

Should the client wish to pursue a vehicle entrance from Eukey Road then they will need to provide a report from a registered RPEQ that an entrance from a specific location on Eukey Road complies with all relevant standards.

The applicant has stated that they are willing to locate both of their access from Mt Tully Road, however they would like the option to relocate the access to Eukey Road if they obtain a report from a RPEQ that shows that it can be done safely. Any approval can condition suitable access arrangements.

Noise

- Late-evening or night-time activities and their accompanying potential for noise related to social/function activities at times outside normal daylight hours.

Comment:

The applicant has stated that the after-hours use of the site will be very small scale and the site will not be available for hire for functions.

A wine masterclass with a maximum capacity of 10 people will also run from the Cellar door after hours up to twice per month.

The observatory will be available for viewing up to two nights per month dependent on weather and the astronomy calendar. The viewing nights will have a maximum of 10 people at each. The viewings will start at 7pm and run for up to 120 minutes. An approval can condition the capacity and operating hours of the observatory and wine masterclass.

Bushfire

- Availability of on-site assistance/supervision of short-term residents, in relation to fire-hazard potential. We are fully cognizant of the potential for fire-related hazards in the use of fireplaces/wood burners.

This may result in the neighbours being called upon to assist occupants on the occasion of practical problems/ emergencies, especially after-hours.

We suggest in-situ owner/manager-occupied accommodation, or alternatively a guaranteed assurance of readily-accessible round-the-clock practical assistance to guests, taking into consideration that mobile phone reception is not available in this area.

Comment:

The applicant has stated that an Emergency Management Plan will be developed and displayed in all cabins to address evacuating procedures and emergency contact information in a fire event. Bushfire hazard is addressed later in this report.

Siting of buildings

- The siting of the buildings directly opposite the driveway of another Short-term accommodation business
- Any siting of infrastructure very close to the property boundary , and especially close to the termination of Armstrong Lane, could be expected to detract from the private, uncrowded, open and rural feeling of neighbourhood we currently enjoy.

This may be offset with plantings that would soften the visual impact of the structures and provide privacy for proposed cottages.

Comment:

The proposed building on site must be designed in accordance with the character of the area. Where buildings do not meet the setback requirements of the code, landscaping can be conditioned as a visual buffer for the site.

Assessment against the Planning Scheme

This application required assessment against the Rural zone code, the Winery code, the Retail and commercial uses code, the Short-term accommodation code, the Carparking and loading code, the Landscaping code, the Outdoor lighting code, the Physical infrastructure code, the Bushfire hazard overlay code, the Water resource catchments overlay code.

Rural zone code

The purpose of the Rural zone code is to provide opportunities for non-rural uses that are compatible with agriculture, the environment and the landscape character of the rural area where they do not compromise the long term use of the land for rural purposes;

The local government purpose of the zone code is as follows.

- (a) Protect rural land for rural use.
- (g) Provide opportunities for diversification to support on going economic viability through pursuit of new markets and industries associated with rural production or the natural environment. Encouragement will be given to activities that complement or value-add to existing rural activities and do not conflict with natural resource value or nearby rural activities.
- (j) Provide for tourism uses associated with surrounding rural activities or within localities with environmental values where such uses do not give rise to conflicts which could prejudice the existing economic activity in the area or impact on natural resources, environment or landscape character.

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

- (iv) The productive capacity of all rural land is protected for rural use and associated value adding activities. The productive and potentially productive areas of land are protected for on going agricultural use. This land is not built on unless there is an overriding need for development and incompatible uses are not located in a manner that inhibits normal farming practice.
- (viii) Non-rural uses including tourist uses and industries to value add to rural enterprises:
 - a. are located, designed, oriented, constructed and operated to minimise impact on existing rural uses and are buffered from productive land; and
 - b. do not alienate good quality agricultural land, strategic cropping land or potential strategic cropping land; and
 - c. are located on cleared land to avoid the need for additional clearing of vegetation; and
 - d. are designed to minimise environmental impacts; and
 - e. are located, designed, oriented, constructed and operated to avoid hazards such as bushfire, landslip and flood; and
 - f. are accessed by roads that are of an adequate standard for the traffic generated by the use; and
 - g. are located so that they do not contribute to urban sprawl or ribbon development along roads or contribute to piecemeal or unplanned development of areas.

Granite hills precinct outcomes

- (vi) While this area may be suitable for larger tourist uses they are only located in areas where they do not affect existing natural and scenic values, where no vegetation is cleared as a result of the development, where site access is adequate and appropriate for the traffic generated by the

use where productive agricultural land is not alienated and where the use does not conflict with the prevailing character of the surrounding area

The land is currently vacant, and suitable for grazing. The northern part of the site will remain available for grazing stock. The proposal intends to operate a vineyard at the site, and value add to the rural use by including a winery, café, and short-term accommodation.

Many locations in this area operate similar activities aimed at attracting the tourism market in the region. The proposed uses are not in conflict with the surrounding rural uses.

The proposed development complies with the Code with regards to Access, Amenity, public health and safety, Conservation of Rural land uses, and Uses in the Granite hills precinct.

Winery code

The purpose of the Winery code is to ensure wineries are located on suitable sites having regard to site characteristics and access and are consistent with the built form and character and amenity of the locality and the environment of the area.

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

- (b) Are located, designed and operated in a manner that prevents unacceptable environmental and amenity impacts on adjoining land uses;
- (c) Are sited and designed in a manner that is appropriate to the character, including heritage character and environmental values of the locality in which they are situated;
- (d) Have adequate and safe vehicle access;

The proposed winery will be located in an area with many established wineries nearby. The proposed winery will have access from sealed roads, and will be designed in a manner that is consistent with other wineries nearby.

The proposed development complies with the Code with regards to Location, Access and parking, Built form and landscape, and Environment.

Amenity:

The code requires that the public areas of the winery including the areas used for retail of wine are located at least 100 m from the side and rear boundaries of the site. The winery shed is located 15 metres from the site's eastern boundary. The Cellar door part of the winery that is open to the public is located 30 metres from the site's eastern boundary.

The associated Performance outcome is:

PO5 There is no conflict between the winery and its ancillary uses and existing or potential agricultural activity on another site.

The adjoining land is stock grazing land, and does not include cultivated areas. The Cellar door is located on the western side of the winery building, which provides a buffer between the Cellar door and the adjoining Rural land. The location of the Winery is not expected to result in any conflict between the winery and existing or potential agricultural activity on adjoining rural land. It is considered that the Performance outcome can be met.

Retail and commercial uses code

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

- (a) Are centrally and conveniently located with good access to the area which they are servicing;
- (b) Are located, designed and operated in a manner that prevents unacceptable environmental and amenity impacts on adjoining land uses;
- (e) Have adequate and safe vehicle and pedestrian access;

The proposed café will make up part of the diversification of activities at the site that is intended to make the development more attractive to tourists. The Cafe will be located within the cellar door as part of the development.

The proposed development complies with the Code with regards to Access, Amenity, Environment, and Infrastructure.

Location:

The code requires that the land is not in an area identified as bush fire hazard on the Bushfire hazard overlay maps. The land is located within the Bushfire hazard overlay.

The associated Performance outcome is:

PO3 The physical characteristics of the land are suitable for the use.

The suitability of the site in regards to bushfire hazard will be addressed later in the report.

Built form and streetscape:

The code requires that where the site adjoins land in the Rural residential or Rural zone a landscaped setback at least 20 m wide is provided along the primary street frontage of the site (apart from vehicle access points) to allow for landscaping in accordance with the Landscaping code, and that buildings do not exceed four (4) metres in height. The applicant proposes to locate the car parking area 15 metres from the Eukey Street frontage of the site. The proposed Winery building has a maximum height of 6.06 metres.

The associated Performance outcome is:

PO5 Retail and commercial buildings and other structures are designed and constructed in a manner that complements the existing built form in the immediate area.

The proposed winery will be located 20 metres from the Eukey Road frontage, with the car parking located directly in front of it. A 10 metre wide area will be landscaped in accordance with the Winery code, allowing the car parking and manoeuvring areas to be located behind this. Any approval could condition sufficient landscaping between the road frontage and proposed buildings. The Café will be located in the same building as the Winery and Cellar door. The winery will require a tall building, and a rural building could be built to this height without requiring planning approval. The inclusion of a Café will not add to the built form, and will not impact on the streetscape. It is considered that the Performance outcome can be met.

Short-term accommodation code

The purpose of the Short term accommodation code is to ensure that short term accommodation located in the Rural zone is located, designed and operated in a manner that responds in a positive manner to the natural or rural setting and is consistent with the character of the surrounding area.

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

- (a) Short term accommodation including cottages and cabins integrates visually and functionally with the surrounding area.
- (b) Short term accommodation is located on a site that is large enough to provide adequate buffering from the adverse impacts of agricultural activity and other existing uses within the locality.
- (c) The access roads serving the short term accommodation have the capacity to carry the traffic generated by the use safely and efficiently and with minimal impact on other land uses.

The applicant is proposing four cabins for up to six (6) guests per cabin. The cabins are proposed to be the last stage of the development. Only preliminary concepts for the short-term accommodation have been provided. These indicate that the cabins will be up to 400 square metres. Four cabins of this size will be an overdevelopment of the site, as they will not be able to integrate visually with the surrounds, or achieve adequate buffers from adjoining agricultural land

and other activities occurring on the site due to the lot size. It may be necessary to reduce the maximum number of guests and size of the cabins to ensure that the short-term accommodation is consistent with the character of the surrounding area.

The proposed development complies with the Code with regards to Access, Protection from impacts and hazards, Environment, and Infrastructure

Site:

The code requires that where the use is for more than 2 dwellings (including dwellings not used for short term accommodation) or accommodates more than 10 guests the site has an area of at least 15 hectares. The proposal includes four cabins that will accommodate up to 24 guests. The site is approximately 5.83 hectares.

The associated Performance outcome is:

PO1 Short term accommodation is located on a site that has sufficient area to accommodate the building, associated land uses, necessary services and buffers.

The proposed short-term accommodation is of a scale that is excessive for the size of the proposed lot. Four buildings up to 400 square metres could result in 1600 square metres of the site for short-term accommodation. The proposed short-term accommodation could result in up to 24 people staying at the site at any time. Due to the small lot size and the number of other uses occurring on the lot, consideration must be given to providing adequate buffers between the cabins and adjoining rural areas and other uses on the site. To ensure adequate space to accommodate the use on the site, an approval could condition that the cabins have a maximum Gross Floor Area (GFA) of 150 square metres, and no more than four (4) guests are permitted in each cabin.

The code requires that the land is not located in an area identified as having bush fire hazard on the Bushfire hazard overlay. The land is located within the Bushfire hazard overlay.

The associated Performance outcome is:

PO2 The physical characteristics of the land are suitable for the use.

The suitability of the site in regards to bushfire hazard will be addressed later in the report.

Built form:

PO4 The built form and size and scale of the short term accommodation is complementary to the locality in which it is located.

The applicant is proposing four cabins for up to six (6) guests per cabin. This scale of Short-term accommodation is not consistent with the locality of the site and does not comply with the Performance outcome. If the short-term accommodation cabins are restricted to accommodate a maximum of four (4) guests in each cabin, this may comply with the Performance outcome.

Preliminary concepts for the short-term accommodation indicate that the cabins will be up to 400 square metres. Cabins this size would not be consistent with the locality of the site and does not comply with the Performance outcome. Any approval could condition that the cabins are restricted to 150 square metres in GFA, and require the design and layout of the Cabins to be approved by the Director Planning, Environment and Corporate Services, prior to any building approval.

Amenity:

The code requires that buildings, carparking areas, accesses and other infrastructure are set back at least 100 m from all boundaries. The applicant has indicated that the short-term accommodation cabins will be at least 20 metres from the boundaries.

The associated Performance outcome is:

PO9 Uses are located and designed that

- An adequate visual buffer is provided between the use and adjoining uses;
- Noise, odour, traffic and lighting impacts on adjoining properties are minimised; and
- The visual impact of the use is minimised.

The applicant has stated that landscaping including mature trees will be planted along the eastern boundary to shield the short-term accommodation cabins from the adjoining rural land. It has also been noted that the cabins located in the north-east part of the site will be positioned to face away from the eastern boundary to minimise any potential impact from the adjoining rural lot. Any approval can condition that the short-term accommodation buildings are located at least 25 metres from the boundaries, and that advanced landscaping must be planted in the setbacks from the cabins to provide a visual buffer. It is considered that the Performance outcome can be met.

Carparking and loading code

The purpose of the Carparking and loading code is to ensure that provision for vehicle access and parking:

- (a) is adequate to meet the demand likely to be generated by development;
- (b) is designed to be safe and minimise adverse environmental impacts;
- (c) is constructed to a satisfactory standard in keeping with the character and standards in the locality; and
- (d) protects or improves the function, accessibility, efficiency and safety of the transport network, including the active transport network.

The purpose of the code will be achieved through the following performance outcomes.

- (a) Carparking and loading is provided to meet the needs of development for adequate and convenient parking in a manner that does not compromise the safety or amenity of surrounding areas.

The applicant had proposed to take access from Eukey Road. After discussions with Council in regards to submissions about the safety concerns of an access from Eukey Road, the applicant has agreed to take access from Mt Tully Road, unless the applicant can provide Council with a report signed by a RPEQ stating that a location at Eukey Road is suitable and safe to obtain access.

The proposed development complies with, or can be conditioned to comply with the Code with regards to the required amount of parking and service vehicle provision, Carpark design and construction, Safety and Security, Environment, Access, Provision for service vehicles, and Alternative Transport.

Landscaping code

Some areas of landscaping are included on the site. Further landscaping will be required to comply with the Winey code, Retail and Commercial uses code, and Short-term accommodation code. Any approval can condition that the additional landscaping is provided, and that a Landscaping Plan is to be submitted to and approved by the Director Planning, Environment and Corporate Services prior to any building approvals being issued.

Outdoor lighting code

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

Physical infrastructure code

The proposed development complies with the Code with regards to Water supply, Waste water disposal, Energy, Roads and Rail, Development near underground utility services, and Crime prevention and safety.

Bushfire hazard overlay code

The purpose of the Bushfire hazard overlay code is to control development in bushfire prone areas to minimise danger to people and damage to property.

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

- (a) Development in areas at risk from bushfire is compatible with the nature of the hazard.
- (b) The risk to people, property and the natural environment from bushfire is minimised

The nature of the proposed development involves activities that are predominantly short-term. If there was a bushfire event, it is expected that the Winery, Café, and Short-term accommodation would not be open. The site has frontage to two roads with three possible directions to leave the site in a bushfire event. In regards to the Short-term accommodation proposed at the site, the applicant has stated that an Emergency Management Plan will be developed and displayed in all cabins to address evacuating procedures and emergency contact information in an emergency event.

The proposed development complies with the Code with regards to On-site water storage, Access, and Hazardous materials stored in bulk.

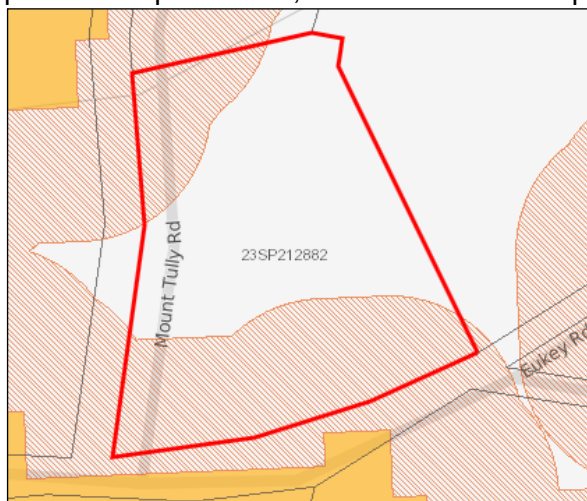
Material change of use:

The code requires that development is not to be located on land that is subject to bushfire hazard as shown on the overlay map. Most of the subject site is located within the Bushfire hazard overlay.

The associated Performance outcome states as follows:

PO3 Any proposed use does not compromise the safety of people or property from bushfire.

The Planning Scheme Bushfire hazard overlay is generally more conservative than the Queensland State Planning Policy mapping. According to the Queensland State Planning Policy mapping, the area of the site to be utilised for the proposal is mapped as being on the edge of the potential impact buffer, as shown on the map below.



The nature of the use being predominantly tourists means that in a bushfire event there would be no people in the area, and it would be unlikely that any of the shop or facilities would operate. It is considered that the proposal does not increase the risk to people or property in the event of a bushfire and the proposal meets the Performance outcome.

Water resource catchments overlay code

The purpose of the Water resource catchments overlay code is to ensure that use and development of land within water resource catchments is managed to protect the qualities of the catchment.

The proposed development complies with the Code with regards to water quality and quantity, buffering to dams and water courses, scenic amenity of dams, and use.

Infrastructure Charges

Development Type	Network	Charge Rate	Proposed	Credit	Charge
Accommodation short term	All	\$5000/cabin x 25%	(2x \$1,250)		\$2,500
Commercial (Food and drink outlet – Café)	Other	25% of \$70/m ² GFA	75m x \$17.50		\$1,225
TOTAL:					\$3,725

Office use only			
Network	Proportion of Charge	Charge/ Network	Receipt Code
Roads	20%	\$2980	RC241
Parks	5%	\$745	RC243
Water	30%	NA	RC244
Sewerage	35%	NA	RC245
Stormwater	\$5/m ²	NA	RC242

The infrastructure charge is payable prior to the change of use of the land happening in accordance with Section 648H of the *Sustainable Planning Act 2009*.

Conclusion

It is proposed that the subject site is developed for a Winery (Vineyard, winery, cellar door and observatory); Food and drink outlet (Café); and Short-term accommodation (4 cabins – up to 6 people per cabin).

It is proposed that the development will be completed over four (4) Stages, and the applicant has requested that Council grant a relevant period of eight (8) years. The stages are proposed as follows:

- Stage 1: Winery and cellar door to sell wine from the property as well as wine produced in the region and other local produce (jams, chocolates etc.)
- Stage 2: Observatory to combine star viewing nights with wine master classes
- Stage 3: Café at the cellar door
- Stage 4: Four (4) Short-term accommodation cabins (for 6 people maximum each)

The applicant has specified that the cellar door and café will operate between 10am and 4pm, up to five days per week. A wine masterclass with a maximum capacity of 10 people will also run from the Cellar door, and the observatory will be available for viewing nights up to after hours up to twice per month.

Two properly made submissions and one late submission were received in relation to the proposed development. The issues raised were Traffic safety, Noise, Bushfire, and Siting of buildings.

The applicant proposed to use Eukey Road for the primary access. Council's Engineering Department investigated the suitability of Eukey Road for a commercial access, and provided advice to the Planning Officer the access should be taken from Mt Tully Road, unless the applicant can justify the Eukey Road access with a traffic report from a Registered Professional Engineer of Queensland (RPEQ).

The Winery (Vineyard, winery, cellar door and observatory), and Food and drink outlet (Café) aspects of the proposed development generally comply with the Southern Downs Planning Scheme and are recommended for approval, subject to conditions.

There is concern relating to the overdevelopment of the site in regard to the size of Short-term accommodation cabins. The code requires that where the use is for more than 2 dwellings (including dwellings not used for short term accommodation) or accommodates more than 10 guests the site has an area of at least 15 hectares. The proposal includes four cabins that will accommodate up to 24 guests. The site is approximately 5.83 hectares. The scale of the short-term accommodation use is out of character for the surrounding rural area.

The Planning Scheme also requires that the built form and size and scale of the short term accommodation is complementary to the locality in which it is located. As such, it is recommended that Council condition any approval to require that the cabins have a maximum GFA of 150 square metres, that a maximum of four guests may stay in each cabin, and that the design and layout of the Cabins to be approved by the Director Planning, Environment and Corporate Services, prior to any building approval being issued.

Options

1. The officer's recommendation is adopted.
2. An alternative recommendation is adopted.
3. The application is refused with reasons.

Recommendation

THAT the application for Material Change of Use for a Winery (Vineyard, winery, cellar door and observatory); Food and drink outlet (Café); and Short-term accommodation (**4 cabins – up to 4 people per cabin**) on land at 1498 Eukey Road, Eukey, described as Lot 23 SP212882, Parish of Broadwater, County of Bentinck, be approved subject to the following conditions:

Schedule 1 - Southern Downs Regional Council Conditions applying to all uses

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	MCU\01807-1	Received 13 February 2017
Building Layout – Winery and Cellar Door	MCU\01807-2	Received 20 January 2017
Elevations – Winery Shed	MCU\01807-3	Received 20 January 2017

2. Where there is any conflict between the conditions of this approval and the details shown on the approved plans and documents, the conditions of approval prevail.

Staging

3. The development may proceed in stages, provided that any road access and infrastructure services required to service a particular stage are constructed with that stage. Unless otherwise expressly stated, the conditions must be read as being applicable to all stages.
4. The stages are approved as follows:
 - Stage 1: Winery and cellar door.
 - Stage 2: Observatory to combine star viewing nights with wine master classes.
 - Stage 3: Café at the cellar door.
 - Stage 4: Four (4) Short-term accommodation cabins (for 4 people maximum each)

Stages are not required to be undertaken in any chronological order.

Land Use and Planning Controls

5. All stages of the material change of use the subject of this development permit must be completed within a period of eight (8) years starting the day this development permit takes effect. The development permit will lapse in respect of each aspect of the material change of use that has not been completed within this period.
6. The Winery, Cellar door, and Café shall generally operate only between the hours of 8.00am to 6.00pm.
7. The observatory viewing nights will be limited to 10 people at each viewing. The viewings shall not operate after 10pm. Only two (2) viewings are permitted each month.
8. The wine masterclasses will be limited to 10 people at each masterclass. The masterclasses shall not operate after 10pm. Only two (2) masterclasses are permitted each month.

Building and Site Design

9. The Winery and Cellar door building is to be set back at least 15 metres from the eastern property boundary, and at least 20 metres from any road frontage.

10. The observatory must be set back at least 20 metres from any road frontage.
11. The design, colours and materials of the Cellar door and Café building are to be in accordance with the rural character of the area. **Details of the design, colours and materials of the building and pavement are to be submitted to and approved by the Director Planning, Environment and Corporate Services prior to the issue of any Development Permit for Building Work.** The building to be constructed in the approved design, colours and materials.
12. A copy of the Certificate of Compliance for Plumbing and Drainage Works is to be provided to Council. (See advisory note below.)
13. A copy of the Form 11 (Certificate of Classification) issued for the building works is to be provided to Council prior to the use of each building commencing. (See advisory note below.)

Amenity and Environmental Controls

14. During the construction phase of the development, all wastes must be separated into recyclables (where possible) and landfill wastes, and disposed of at the Stanthorpe Waste facility.
15. All wastes are to be suitably collected and disposed of so as not to adversely impact on the environment.
16. Advertising Devices relating to the approved uses may **only** be erected on the subject land, i.e. Lot 23 SP212882. The location, size, type and content of any advertising sign or device located on the land is to be compatible with the rural character of the surrounding area. No advertising signs or devices are to be located on any other land, unless all applicable approvals are obtained under the Planning Scheme and the relevant local laws. No advertising signs or devices are to be located within the road reserve.
17. Any external lighting must be installed so that light shines down and away from adjacent properties and roads, and does not exceed 8 lux at the property boundary.
18. Any water supply point which provides water not suitable for drinking is labelled 'UNSUITABLE FOR DRINKING' and provided with a symbol which is easily recognisable by non-English speaking people.
19. An adequate supply of potable water, compliant with the National Health and Medical Research Council's Australian Drinking Water Guidelines 2011, must be made available on site. A Drinking Water Management Plan is to be prepared and provided to Council's Environmental Services Department. Council can provide a template to use for the plan.

Fencing, Landscaping and Buffers

20. Landscaping is to be provided for a width of at least 10 metres within the building setback of any building or car parking area for a distance of 10 metres either side of the building or car parking area.
21. **A Landscaping Plan is to be submitted to and approved by the Director Planning, Environment and Corporate Services prior to the issue of any Development Permit for Building Work.** The Landscaping Plan must be prepared by a suitably qualified person, and 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. The site is to be landscaped and maintained in accordance with the approved Landscaping Plan.

Car Parking and Vehicle Access

22. All vehicular access to and from the site must be via Mt Tully Road only. Any vehicle access must be constructed at least 30 metres from the intersection with Eukey Road.

ALTERNATIVELY

A report certified by a Registered Professional Engineer of Queensland (RPEQ) stating that

an access from a specific location on Eukey Road complies with all relevant standards must be submitted for approval by the Director Planning, Environment and Corporate Services prior to any access being constructed from Eukey Road.

23. Vehicle access is to be constructed to the site in accordance with Council's standard. (Council's Engineering Services Department can provide details regarding Council's standard.) If necessary, the property access gateway must be located within a setback such that all vehicles proposed to enter and/or exit the land are able to stand clear of the carriageway whilst the property gateway is being opened and/or closed.
24. A 3.0 metre wide all-weather driveway is to be constructed from Mt Tully Road to the car parking areas for the Cellar door, Café, and Short-term accommodation cabins. The driveways may remain gravel, provided they are appropriately maintained and do not cause a dust nuisance. If complaints are received (which in the opinion of an authorised person is not frivolous, vexatious nor based on mistaken belief) or the vehicle entrance and driveway become eroded with material becoming deposited outside of the site or potholes form that would increase noise associated with vehicle movements, the driveways shall be sealed to Council's standards.
25. At least eight (8) car parking spaces and one (1) bus parking bay are to be provided for the Cellar door and Café. Provision is to be made for disabled parking. The carpark may remain gravel, provided it is appropriately maintained and does not cause a dust nuisance. If complaints are received (which in the opinion of an authorised person is not frivolous, vexatious nor based on mistaken belief) or parking area becomes eroded with material becoming deposited outside of the site or potholes form that would increase noise associated with vehicle movements, the carpark shall be sealed to Council's standards.
26. The car park area is to be set back 15 metres from any property boundary.
27. All loading and unloading of goods related to the development must be carried out within the confines of the allotment's boundary. Under no circumstances will the loading or unloading of goods on the public roadway system or footpath be permitted

Roadworks

28. Any 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.

Stormwater Drainage

29. Site stormwater runoff must be collected, detained and discharged where appropriate in a manner that does not increase the quantity or concentration of stormwater flow in comparison to the pre-development condition. Where necessary, suitable easements to lawful points of discharge, which may include surrounding properties, shall be provided to Council, at the developer's cost.

Water Supply and Waste water

30. All sewage generated from this property must be disposed of by means of an on-site sewage facility (OSSF) in accordance with the AS/NZS 1547:2012 - *On-site Domestic Wastewater Management, Queensland Plumbing and Wastewater Code* and the *Standard Plumbing and Drainage Regulation 2003*.
31. The site must be provided with a water storage reservoir having a minimum of 5000 litres of water for emergency fire fighting purposes. Such storage must be provided in the form of either an accessible dam, swimming pool or rainwater tank. If storage is to be provided in a rainwater tank, water storage for fire fighting purposes must be provided either in a separate rainwater tank or a reserve section in the main water supply tank on which:
 - (a) the domestic take off from the tank is at or above the 5000 litre point; and
 - (b) standard rural fire brigade fittings are fitted to the tank outlet for access by rural fire services vehicles.

Infrastructure Charges Notice

32. Payment is to be made to Council in accordance with the Infrastructure Charges Notice attached to the decision notice. If the development is staged, the payment of Infrastructure Charges may also be staged.

Advisory Notes

- (i) Unless otherwise stated, all conditions of this approval are to be complied with to the satisfaction of the Director Planning, Environment and Corporate Services, 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) It is encouraged that you arrange for a free compliance inspection to be carried out prior to the use commencing. This will involve a physical inspection of the premises along with an internal audit of Council's records. Written advice will be provided for your records advising if compliance with the conditions has been achieved.
- (iv) Applications for licence under the *Food Act 2006* are to be submitted to Council prior to the commencement of operation of the Café.
- (v) An application must be submitted and approved by Council for a permit under Local Law for rental accommodation prior to the operation of any Short-term accommodation at the site.
- (vi) **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.
- (vii) **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.**
- (viii) The disposal of waste classified as Trade Waste under the *Plumbing and Drainage Act 2002* is to be in accordance with Council's Trade Waste Policy.
- (ix) An application must be submitted and approved by Council for a permit under Southern Downs Regional Council's Subordinate Local Law No. 1.15 (Carrying Out Works on a Road or Interfering with a Road or its Operation).
- (x) Site works must be constructed such that they do not, at any time, in any way restrict, impair or change the natural flow of runoff water, or cause a nuisance or worsening to adjoining properties or infrastructure.

Aboriginal Cultural Heritage

- (xi) 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 – Additional Southern Downs Regional Council Conditions applying to the Short-term accommodation

Approved Plans

1. **An amended site layout plan, floor plans, and elevations for the proposed Short-term accommodation cabins are to be provided to, and approved by, the Director Planning and Environment prior to Building approval being issued for the Short-term accommodation cabins**

Land Use and Planning Controls

2. The maximum Gross Floor Area (GFA) for each cabin is 150 square metres.
3. No more than four (4) guests are permitted to stay in each cabin at any one time. The maximum number of guests accommodated in the Short-term accommodation cabins at any one time must not exceed 16 persons.
4. No person is to reside in any building identified for short term accommodation for more than 45 days consecutively, or more than 90 days in any 12 month period.

The approved accommodation must not be occupied by persons for the purpose of permanent accommodation, excluding those persons in a manager's residence for the premises.
5. Prior to any Short-term accommodation use commencing, a Disaster Management Plan is to be submitted to and approved by the Director Planning, Environment and Corporate Services. The Disaster Management Plan is to address prevention and evacuating procedures for bushfire, and include emergency contact information. A copy of the Disaster Management Plan is to be located in each cabin.
6. Each short term accommodation building is to be rented as a whole, not as individual rooms.

Building and Site Design

7. The Short-term accommodation buildings are to be set back at least 25 metres from any property boundary.
8. Any Short-term accommodation building located within 50 metres of the sites northern or eastern boundaries must be situated so that the building faces away from the property boundary.
9. The design, colours and materials of the Short-term accommodation buildings are to be in accordance with the rural character of the area. **Details of the design, colours and materials of the building and pavement are to be submitted to and approved by the Director Planning, Environment and Corporate Services prior to the issue of any Development Permit for Building Work.** The building to be constructed in the approved design, colours and materials.

Fencing, Landscaping and Buffers

10. Tree planted buffer strips of five (5) metres width are to be provided adjacent to the eastern property boundary within in the location shown below as to minimise the visual impact of the development from adjoining properties. The buffer strips are to include a variety of plant species and heights.



11. **A Landscaping Plan is to be submitted to and approved by the Director Planning, Environment and Corporate Services prior to the issue of any Development Permit for Building Work for Short-term accommodation.** The Landscaping Plan is to be prepared by an appropriately qualified person, and 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. The site is to be landscaped and maintained in accordance with the approved Landscaping Plan.

Car Parking and Vehicle Access

12. At least two (2) car parking spaces must be provided for each Short-term accommodation cabin. The carpark may remain gravel, provided it is appropriately maintained and does not cause a dust nuisance. If complaints are received (which in the opinion of an authorised person is not frivolous, vexatious nor based on mistaken belief) or parking area becomes eroded with material becoming deposited outside of the site or potholes form that would increase noise associated with vehicle movements, the carpark shall be sealed to Council's standards.

Water Supply and Waste water

13. Prior to the issue of building approval for any Short-term accommodation building, a report demonstrating that adequate provision has been made for the supply of water, including a drinking water supply, is to be submitted to and approved by the Director Planning, Environment and Corporate Services. If water is to be supplied for the development from a spring/bore/dam on the site, written advice must be supplied from the Department of Natural Resources and Mines that water may be lawfully supplied from that source. A water supply is to be provided in accordance with the approved report.

Advisory Notes

- (i) An application must be submitted and approved by Council for a permit under Council's Local Law for rental accommodation.
- (ii) The supply of water for human consumption, food preparation, food utensil washing or personal hygiene, including the supply of water for drinking water, showers, baths, hand basin and kitchen sinks, must be connected to a drinking water supply, in accordance with the *Plumbing Code of Australia* and the *Australian Drinking Water Quality Guidelines* produced by the *National Health and Medical Research*.
- (iii) This area is expressly identified as being potentially impacted by lawful non-residential uses. In commencing a residential use, the owner(s) acknowledges and accepts that the use may be potentially impacted by emissions from the lawful non-residential use.

It is the responsibility of the property owner(s) to take all measures necessary to ensure that the proposed dwelling is developed and maintained in such a way as to mitigate impacts from the surrounding lawful non-residential use. These measures must be undertaken at the expense of the property owner(s).

Attachments

1. Submissions [View](#)

To Whom It May Concern

Re Proposed Development (Application no. MCU01807) *Serrena Que Estate* , Lot 23 SP212882, Mt Tully Rd, Eukey 4380.

Residential Address:

**Dr Terrence and Mrs Lindy Baldwin
1251 Mt Tully Rd,
Eukey, 4380.**

Postal Address: P.O. Box 22

Ballandean, QLD 4382.

The Assessment Manager

Southern Downs Regional Council.

February 24, 2017.

Dear Sir/ Madam,

On receipt of advice from the new owners of the above specified property my husband and I are submitting concerns that we have regarding their application for proposed developments on their land.

We live on the property immediately adjacent to their allotment and at a slightly higher altitude, in what to-date has been a quiet pocket of residential and cattle-farming properties, and therefore an essential reason for our move from the noise and busy-ness of the coast to this specific locale. While the proposal to develop a vineyard and cellar door give us no immediate cause for concern we feel that this is otherwise with respect to the suggestions outlined in both Stage 2 of the development, that is for establishment of an observatory, and also the Stage 4 plan for short-term accommodation cabins.

Our concerns are listed below:

Stage 2: Observatory viewing nights and wine master classes:

- Late-evening or night-time activities and their accompanying potential for increased traffic, and for noise related to social/ function activities at times *outside normal daylight hours* (Noting of course that noise *does* have the tendency to carry uphill quite significantly). This

same concern may of course be applied additionally to any social activities at the proposed café, again pertaining to *outside normal working-day hours* (of 8.30am- 5.30pm).

Hence we believe that this proposal has the potential to impact adversely on the ambience of our immediate area and hence lifestyle of its residents.

Stage 4: The construction and use of up to 4 small cabins for short-term accommodation:

- While we believe that the aforementioned issues may likewise be applied to proposed cabin accommodation (ie. increased traffic, noise), an additional concern is that of safety and supervision of occupants of the accommodation.
- Will on-site supervision/assistance/ management provisions be available to guests at all times?

We feel that in its absence the proposal for such accommodation may lend itself, firstly, to us as the nearest neighbours or equally also to any other near neighbours, being called upon to assist occupants on the occasion of practical problems/ emergencies, *especially after-hours*.

- Secondly, and again relating to availability of on-site assistance/ supervision of short-term residents, we are aware of fire-hazard potential. Having previously lived on the coast, and having seen firsthand the difficulties encountered by friends and relatives who have stayed in the region in unattended accommodation, we are fully cognizant of the potential for fire-related hazards in the use of fireplaces/ woodburners.

We therefore forward preferentially a suggestion for in-situ owner/ manager-occupied accommodation, or alternatively a guaranteed assurance of *readily-accessible* round-the-clock practical assistance to guests, taking into consideration that mobile phone reception is not available in this area.

Thank you for your consideration of our concerns and suggestions. We hope to hear from you in the near future as to the prospects for this development,

Yours faithfully,

Lindy and Terrence Baldwin

From: Stay At Loughmore [mailto:info@stayatloughmore.com.au]
Sent: Monday, 6 March 2017 10:44 PM
To: Clancy Sloan
Subject: RE: Comment - proposed development Mt Tulley Road, Eukey - Lot 23 SP212882.

Hello Clancy,

Thank you for getting this information to us, appreciated. We do have more questions but it may be easiest to call you. We hope to be in contact with you in the next day or 2. We wish the applicants well and have no major objections. We are however concerned about the access off Eukey Road and also the siting of the buildings directly opposite our driveway; with all the area to choose from we would have thought somewhere closer to Mt Tulley Road would be more appropriate and less intrusive.

Look forward to talking with you.

Regards

Tony & Andrea

Loughmore House and Cottage
2 Armstrong Lane, Eukey Q 4380 ([map](#))
www.stayatloughmore.com.au
0419 782625

From: Clancy Sloan [mailto:Clancy.Sloan@sdrc.qld.gov.au]
Sent: Monday, 6 March 2017 8:58 AM
To: Stay At Loughmore <info@stayatloughmore.com.au>
Subject: RE:Comment - proposed development Mt Tulley Road, Eukey - Lot 23 SP212882.

Hi Tony and Andrea,

I have attached all of the relevant documents for MCU\01807 at Mt Tully Road, Eukey. Please note that the current site plan is attached and called 'SITE LAYOUT'.

The applicant proposes to include a driveway off Eukey Road, and a second access off Mt Tully Road, as shown on the site plan.

Public Notification is open until 15 March 2017 if you would like to make a formal submission about the proposal. If you would like more information about making a submission please let me know. Also if you don't wish to make a submission on any other points besides the access from Eukey Road, I can count the previous email below as a submission. If that is the case please email me advising of that by 5pm, 15 March 2017.

If you have any further questions please feel free to contact me at clancy.sloan@sdrc.qld.gov.au or on 1300 697 372.

Regards,

Clancy Sloan
GRADUATE PLANNER
Southern Downs Regional Council

From: Stay At Loughmore [<mailto:info@stayatloughmore.com.au>]
Sent: Thursday, 2 March 2017 8:52 PM
To: General Enquiries
Subject: Comment - proposed development Mt Tulley Road, Eukey - Lot 23 SP212882.

Hello there,

We live at 2 Armstrong Lane, Eukey, directly opposite the proposed development at Mt Tulley Road, Eukey - Lot 23 SP212882. Can you please email us details of the development including a full site plan. Thanks.

We have some concerns regarding the development with regards to the positioning of winery building infrastructure and possible driveway access off Eukey Road. While driveway access is not highlighted on this sign (not that we can see), and one assumes by the information on the sign driveway access will be off Mt Tulley Road, we have heard there maybe driveway access off Eukey Road. Given the position of the property very close to a blind corner and downward slope in a 100km zone, driveway access off Eukey Road would be very dangerous.

Look forward to receiving the information.


Regards

Tony and Andrea Ryan
(0448 743201)

Loughmore House and Cottage
2 Armstrong Lane, Eukey Q 4380 ([map](#))
www.stayatloughmore.com.au
0419 782625

12.8 Request to Relocate Gates from Leslie Park to Glengallan Homestead

Document Information

 Southern Downs REGIONAL COUNCIL	Report To: General Council Meeting	
	Reporting Officer:	Meeting Date: 26 April 2017
	Planning and Compliance Coordinator	ECM Function No/s: 12111

Recommendation

THAT Council determine whether to allow the gates located at the south-western entrance to Leslie Park, known as the Leslie Centenary Memorial Gates and the Glengallan Gates, to be relocated to the Glengallan Homestead.

Report

At a Special Meeting on 13 March 2017, Council considered a request by the Glengallan Homestead Trust for the Glengallan Gates to be returned to Glengallan for the 150th anniversary of the Homestead later this year.

The Glengallan Gates, which are also known as the Leslie Centenary Memorial Gates, are located at the south-western entrance to Leslie Park, Warwick. The four sandstone pillars and the iron gates were gifted to Council by the then owner of Glengallan Homestead, Oswald Slade, in 1940 to mark the centenary of the Leslie Brothers settling in the area.



In accordance with Council's resolution of 13 March 2017, public consultation regarding the proposal to relocate the gates has been conducted.

Submissions

Council has received 246 submissions in relation to the proposal to relocate the gates. Of these 76 were in support of the relocation, and 170 were objecting to the proposal. Copies of the

submissions have been forwarded separately to the Councillors. The matters raised in the submissions are summarised below.

Comments in Support of the Relocation of the Gates

- The gates were relocated to Leslie Park at a time Glengallan Homestead was in decline. It was expected that the house was to be demolished. Now Glengallan Homestead is a vibrant historical site and one of the area's foremost tourism venues.
- Glengallan Homestead is an important tourist destination. Reinstating the gates would significantly add to the experience of those visiting the homestead.
- Returning them to Glengallan would be returning them to their former glory. The gates will still remain a gift to the Warwick community as Glengallan is a significant part of our history as well as a tourist attraction.
- What could be more fitting than returning the gates for the 150th anniversary of Glengallan.
- The homestead is incomplete without the gates.
- Very few people realise the origin of the gates when they visit Leslie Park. The gates are not very obvious, and their current location does not do justice to the gates.
- The gates are not currently in a location that adds significance or meaning to Leslie Park.
- The gates would be more accessible and appreciated by visitors if they were returned to their previous position at Glengallan Homestead.
- The gates will be better maintained and appreciated at Glengallan.
- The gates are currently in a very busy traffic area where emissions from cars may have a detrimental effect on the sandstone pillars. While there are some historical buildings nearby, it is essentially a modern area with the large development of the shopping centre. The gates would be in a better setting at Glengallan.
- Return the gates to Glengallan and renew the area in the park with signage or an interesting steel or sandstone sculpture which reflects the changing face of Warwick.
- The gates belong in Leslie Park no more than the Elgin Marbles rescued from the Parthenon belong in the British Museum.
- While the Warwick community has had the pleasure of looking after the gates since 1940, it must be understood that this was a gesture done in order to preserve the gates rather than let them be vandalised or removed by people who would not understand their significance.
- In their present location, the gates are not featured in any events, public or private.
- Maybe consider running a competition for a design of a new set of gates or pillars to stand in their stead, or erect a couple of memorial pillars of local sandstone.

Comments in Objection to the Relocation of the Gates

- The gates should remain as they were a gift to Warwick City in recognition of the Leslie Brothers settling in the area.
- The gates have been located in Leslie Park for most of their lifetime and ought to remain there as a reminder of the gift to the people of Warwick and the settlement of the area by the Leslie brothers.
- The wishes of Mr Slade should be upheld. It is not usual practice to return a gift once given. To relocate the gates would be the same as altering the contents of a last will and testament. His bequest should be respected by today's citizens.

- The matter of the relocation of the gates should not even have come up for discussion. The gates were a gift from Oswald Slade to the Centenary Committee in 1940 as a memorial to the Leslie Brothers and to commemorate the centenary of Warwick. They were handed to the committee and the Mayor for safe keeping in perpetuity for the people of Warwick.
- It is appalling that the Glengallan Homestead Trust would attempt to deprive the Warwick community of a significant gift.
- The gates were gifted to the citizens of Warwick and are located in a prominent heritage area; within Leslie Park and near the court house, St Andrews Church, the police station. This is where they should remain, where they can be viewed by anyone. If relocated, only visitors to Glengallan will get to appreciate this fine piece of local history. The number of people who visit Glengallan is negligible when compared with the number of people who pass the gates in their current location.
- Currently the gates are free for everybody to admire. If relocated to Glengallan, I would be charged \$10 for the privilege of viewing the gates that were gifted to me, a citizen of Warwick, in the first instance.
- The location in Leslie Park was intended as their final destination.
- Currently, there is a small group of enthusiastic supporters of Glengallan Homestead. This wasn't always the case. The restoration of Glengallan may discontinue in the future and the gates would be ripe for vandalism as was the homestead itself.
- Should the Warwick Enlistment Gate of the Byrnes statue be removed? No; they are part of the historic fabric of our city, as are the gates.
- The gates have become an integral part of the community and surrounding region. They are now part of the fabric of the community. Although it is stated that there will be no cost to Council and ratepayers, there will be an historical cost.
- By opening this matter to public consultation Council is passing the buck on an issue that the majority of ratepayers thought had been dealt with many years ago. The idea of relocating the gates has been voted against on more than one occasion.
- The gates could be damaged in the move.
- The gates are an important element of the streetscape.
- The removal of the gates would leave a hole at the entrance to the park.
- What better place to honour the Leslie Brothers than at the entrance to the park that bears their name.
- As the Glengallan Trust has funds in hand, a replica set of gates could be constructed at the entrance to the Homestead bearing the inscription that they 'are a copy of the original gates which have been relocated at Leslie Park since 1940'. The refurbishment of the homestead is in fact a copy of the original homestead. In this way both Leslie Park and Glengallan Homestead would have their historical significance respected and receive the publicity deserved.
- The \$10,000 donation by the Toowoomba resident could be used to make replica gates for Glengallan Homestead. Michelangelo's David in Florence Piazza, the Gates of Paradise of the Florence Baptistery, the bronze equestrian statue of Marcus Aurelius at the Capitoline Hill in Rome and Bernini's marble angels in front of the Castel Sant'Angelo in Rome, are all replicas.
- When the gates became a memorial to Patrick Leslie settling on the Darling Downs, the structure ceased to have any relevance to Glengallan, and people should show some respect for the donor of the memorial and Patrick Leslie's memory as well as the other public figures of the day. The gates should remain where they stand for posterity and the matter closed so everyone can move on.
- Many tourists take photos of the gates and have their photo taken in front of the gates. Due to the historic buildings in this area, there are many people who stop on this corner to take photos.

- As the gates are a memorial to the Leslies, they are also a memorial to the employees and servants of the Leslies.
- The public notice should say 'Proposal to Relocate the Former Glengallan Gates', or 'Proposal to Relocate the Leslie Centenary Memorial Gate'. It appears as though there is bias in the public notice because the correct name is not used.

Discussion

Council considered requests from the Glengallan Homestead Trust in 2002, 2003, 2005 and 2008, and a joint letter was considered in 2003. Each time Council resolved that the gates should remain in Leslie Park. The matters considered by Council included:

- that the Gates were gifted to the Warwick community;
- the condition of the Gates and whether they would be damaged during the removal process;
- the extensive period of time in which they have been in Leslie Park - the Gates are now part of the heritage of Leslie Park; and
- the impact the removal of the Gates would have on the aesthetics of the Park.

If the gates were to be relocated to Glengallan Homestead, this raises the question as to what will replace the Leslie Centenary Memorial Gates.

The Glengallan Homestead Trust has offered to cover the costs associated with the reinstatement of a Leslie Centenary Memorial and interpretative signage at the current location of the gates. The Trust has made a suggestion for a replacement memorial which would utilise the bottom stone of the four sandstone pillars and the marble plaques which are currently on the pillars. The image below shows the Trust's suggested memorial.



It is considered that this proposal is a poor substitute for the existing gates; it is inconspicuous and does not sufficiently embody the significance of the centenary of settlement.

If Council agrees to the removal of the gates, Glengallan Homestead Trust could be required to install replica gates at the south-western entrance to Leslie Park, with interpretative signage explaining the relocation of the original gates. The Trust should also be required to erect interpretative signage at Glengallan Homestead explaining the history of the gates.

If Council refuses the request to relocate the gates, it is suggested that Council budget for repairs and maintenance to the gates.

Process if Gates are Relocated

The Glengallan Gates are included on the Local Heritage Register, however as they are not a building the proposal to remove the gates does not trigger a planning application under Table 5.8.1 of the Planning Scheme.

As all of Leslie Park is included on the Queensland Heritage Register (though the listing is specifically for the Warwick War Memorial and Gates), the removal of the gates will require approval from the Department of Environment and Heritage Protection (DEHP). The Glengallan Homestead Trust has indicated that they intend applying to DEHP for an exemption certificate.

A building approval will be required for the relocation of the gates (unless it is considered the works are being done on Council's behalf in which case they will be self-assessable). The building application will require referral to the Single Assessment Referral Agency (SARA) due to the State heritage listing of Leslie Park, unless an exemption certificate is issued by DEHP.

Usually a building approval for a Local Heritage Place must be referred to Council, however, a recent amendment to the *Sustainable Planning Regulation 2009* means that if a place is on both the Queensland Heritage Register and a Local Heritage Register, the building application is not referred to the local government (only SARA).

Budget Implications

The Glengallan Homestead Trust has advised that if Council approves the relocation of the gates, the Trust will cover all costs associated with the relocation of the Gates.

Council has met the costs associated with public consultation.

Policy Consideration

Corporate Plan 1.5 - Continue to record and protect all significant heritage and cultural sites and structures

Community Engagement

Public consultation has been undertaken, and 246 submissions were received.

Legislation/Local Law

Sustainable Planning Act 2009

Sustainable Planning Regulation 2009

Options

Council:

1. Refuses the request to relocate the gates from the south-western corner of Leslie Park to Glengallan Homestead;
2. Approves the request to relocate the gates subject to the Glengallan Homestead Trust installing replica gates at the south-western entrance to Leslie Park;
3. Approves the request to relocate the gates but does not request the Glengallan Homestead Trust to undertake works within Leslie Park.

Attachments

1. Submissions (Excluded from agenda - Provided under separate cover)[View](#)

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 Contract No. 17/089 - Tender for the Supply & Delivery of One (1) Twin Engine Suction Type Street Sweeper

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.

16.2 Regional Arts Development Fund Applications Round One 2016/2017

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.

16.3 February 2017 Monthly Reports from Warwick Indoor Recreation and Aquatic Centre from YMCA Brisbane

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.

16.4 Wallangarra Rams Rugby League Football Club Incorporated - Trustee Lease Agreement

Reason for Confidentiality

This item is considered confidential in accordance with section 275(1)(e) of the *Local Government Regulation 2012*, as it contains information relating to contracts proposed to be made by Southern Downs Regional Council.

16.5 Council Trustee - Proposed Revocation of State Forest to Unallocated State Land for the Amiens History Association

Reason for Confidentiality

This item is considered confidential in accordance with section 275(1)(e) of the *Local Government Regulation 2012*, as it contains information relating to contracts proposed to be made by Southern Downs Regional Council.

16.6 Unlawful Use of Land and Road Reserve - Rosenthal Road, First Avenue, Kenilworth Street and North Avenue

Reason for Confidentiality

This item is considered confidential in accordance with section 275(1)(f) of the *Local Government Regulation 2012*, as it contains information relating to starting or defending legal proceedings involving Southern Downs Regional Council.