



# **SOUTHERN DOWNS REGIONAL COUNCIL GENERAL MEETING OF COUNCIL**

**LATE AGENDA ITEMS**  
**Wednesday, 24 June 2020**



**ORDER OF BUSINESS:**


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## 11. CORPORATE SERVICES REPORTS

### 11.8 Amended Budget Adoption Date

#### Document Information

 <b>Southern Downs</b> REGIONAL COUNCIL	<b>Report To: General Council Meeting</b>	
	<b>Reporting Officer:</b>	<b>Meeting Date:</b> 24 June 2020
	Manager Finance and Information Technology	<b>ECM Function No/s:</b> 12.13

#### Recommendation

THAT Council adopt the 2020/21 Budget in mid-late July 2020.

#### Report

Council adopted the 2020/21 budget process and associated timeline as its General Meeting held on the 23 October 2019. Within this timeline it identified that the adoption date for the 2020/21 Budget would have been the 15 June 2020.

However due to the COVID-19 pandemic and associated disruption this has caused the adoption date to be amended.

Council, over the past 3 months, has had a number of budget workshops in relation to the development of the 2020/21 budget.

At its Special General Meeting held on the 29 May 2020, Council released the Draft Budget for a 14 days public consultation period to allow members of the community, businesses and community groups to have their say on this Draft Budget.

Council received a number of submissions during this period with a number of presentations being held in both Warwick and Stanthorpe. By extending the adoption date this will allow for these submissions, as well the other submissions received, to be assessed.

#### Budget Implications

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

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

#### Policy Consideration

- Debt Policy
- Revenue Policy
- Revenue Statement

The Budget must be consistent with the Corporate and Operational Plans.

## **Community Engagement**

- 14 day public exhibition of Draft Budget
- Presentations by individuals or organisations on submissions

## **Legislation/Local Law**

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


## **Attachments**

Nil

## 13. SUSTAINABLE DEVELOPMENT REPORTS

### 13.7 Nomination of Councillors to Darling Downs-Moreton Rabbit Board

#### Document Information

 <b>Southern Downs</b> REGIONAL COUNCIL	<b>Report To: General Council Meeting</b>	
	<b>Reporting Officer:</b>	<b>Meeting Date:</b> 24 June 2020
	Acting Director Sustainable Development	<b>ECM Function No/s:</b> 11.12.03

#### Recommendation

THAT Council resolve to nominate two Councillors for consideration for appointment to the Darling Downs-Moreton Rabbit Board.

#### Report

Council received correspondence from the Minister for Agricultural Industry Development and Fisheries on 19 June 2020 (Attachment 1) inviting nominations for representatives to be considered for appointment to the Darling Downs-Moreton Rabbit Board. The term of the current Board expires on 31 August 2020, after which time the Minister will appoint six new directors from candidates nominated by the eight local governments within the Darling Downs-Moreton Rabbit Board's operational area.

The Board provides strategic direction for the Darling Downs-Moreton Rabbit Board's operational function, which includes maintenance of their 555km rabbit barrier fence and a compliance function. Council has a close working relationship with the Darling Downs-Moreton Rabbit Board and together achieve positive outcomes in reducing the impact of rabbits on agricultural productivity and the natural environment. Wild dog management also benefits from this collaboration, through top-netting of the rabbit fence and partnerships in other exclusion fencing projects.

Cr McNally is currently a Director and Council's representative. Councillor Gow is the relevant portfolio holder. Council has the opportunity to nominate two representatives for consideration by the Minister.

#### Budget Implications

Council is statutorily obliged to contribute financially to the operation of the Darling Downs-Moreton Rabbit Board. Representation on the Board does not present any further budget implications to Council and provides a level of oversight of the strategic investment of Council's contribution.

#### Policy Consideration

##### *Shaping Southern Downs*

4.4.3.2 Conserve and protect valued natural resources, including water, land, flora and fauna.

4.4.3.6 Manage invasive pests within the region.

##### *Corporate Plan*

1.16 Advocate for Councillor, staff and community representation on Government committees and taskforces relevant to the region.

1.34 Review pest management services in accordance with legislative requirements, community expectations and to ensure the protection of the environment.

4.11 Manage invasive animal and pest plants throughout the region to ensure the continued protection of valuable agricultural land.

*Invasive Pests Strategic Plan 2016-2020*

Maintain SDRC representation on the DDMRB.

Promote evidence-based best practice management.

Ensure strategic compliance is undertaken within the DDMRB operational area.

Ensure efficient and effective investment of SDRC's financial contributions (to the DDMRB).

## **Community Engagement**

### *Internal Consultation*

The matter was discussed by Council's Executive Management Team and the Acting Manager Environmental and Regulatory Services.

### *External Consultation*

Nil

## **Legislation/Local Law**

*Biosecurity Act 2014*

## **Attachments**

1. Minister for Agricultural Industry Development and Fisheries letter [↓](#)

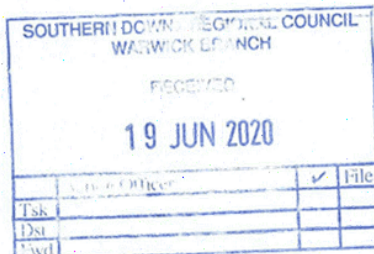


The Hon Mark Furner MP  
Minister for Agricultural Industry Development and Fisheries

Our ref: CTS 08040/20

15 June 2020

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



1 William Street Brisbane 4000  
GPO Box 46 Brisbane  
Queensland 4001 Australia  
Telephone +61 7 3719 7420  
Email agriculture@ministerial.qld.gov.au

Dear Mr Keenan

I am writing regarding the Darling Downs-Moreton Rabbit Board (the Board). The Board's function is to maintain the rabbit barrier fence and ensure that rabbits are managed in the Darling Downs-Moreton operational area. This district covers eight Local Government areas in South East Queensland, including:

- City of Gold Coast Council
- Ipswich City Council
- Lockyer Valley Regional Council
- Logan City Council
- Scenic Rim Regional Council
- Southern Downs Regional Council
- Toowoomba Regional Council
- Western Downs Regional Council.

The term of the appointments of the six directors currently on the Board will expire on 31 August 2020. I will appoint six new directors from candidates nominated by the eight Local Governments.

As one of the Local Governments in the Board's operational area and a contributor to the funding of the Board, I invite you to nominate up to two representatives for your Local Government area to be considered for appointment to the Board.

While the *Biosecurity Act 2014* does not prescribe the qualifications a person must have, it is highly desirable for a director to bring a combination of relevant skills and experience to the role. The desirable attributes, listed in the attached role description, are consistent with the Queensland Government's *Welcome Aboard: A Guide for Members of Queensland Government Boards, Committees and Statutory Authorities*, and with the Queensland Cabinet Handbook. They are also consistent with the functions of the Board. Please refer to the role description to ensure your nominees have the attributes needed to effectively contribute as a director on the Board.

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An additional consideration is gender equality. The Queensland Government is committed to proactively increasing the number of women on boards. This is reflected in the *Women on Boards Strategy*, which aims for a target of 50 per cent of all new board appointees to be women. In line with this policy, I ask you to please nominate at least one woman who is a suitable candidate.

The Board's continuation and re-establishment is made under the Act and directors are appointed for a term of up to four years. The Board currently meets about six times per year, employs about 14 staff and maintains an office located in Warwick.

In your reply, please provide:

- the full names (including any middle names) of up to two nominees (including at least one female nominee)
- a short curriculum vitae of no more than two pages from each nominee
- a short statement (maximum 200 words) from each nominee, stating how they are a suitable candidate for the role of director, including any desirable attributes they possess.

Given the rigorous nature of the Board's appointment process, it would be appreciated if you could respond by Tuesday 30 June 2020 via email to:

Melissa Williamson  
Principal Policy Officer, Invasive Plants and Animals  
Department of Agriculture and Fisheries  
GPO Box 46  
BRISBANE QLD 4001  
Email: melissa.williamson2@daf.qld.gov.au

If you require any further information regarding this matter, or have any difficulty meeting the due date for submission, please contact Melissa Williamson on telephone 07 3087 8129 or email melissa.williamson2@daf.qld.gov.au.

Yours sincerely



**MARK FURNER MP**  
**Minister for Agricultural Industry Development and Fisheries**

Att

## Role Description: Director, Darling Downs-Moreton Rabbit Board

### About the Board

- The Darling Downs-Moreton Rabbit Board (the Board) is established under the *Biosecurity Act 2014* (the Act) as an invasive animal board and is a statutory body under *Financial Accountability Act 2009* and *Statutory Bodies Financial Arrangements Act 1982*.
- The Board's function is to maintain the rabbit fence in good order and ensure it is an effective barrier against rabbits. The Board must also manage European rabbits in the Board's operational area (a large part of south-east Queensland).
- For each financial year the Board must prepare a written estimate of operational costs, including an itemised program of works.
- The Minister appoints six directors to the Board.
- The Board **must** meet at least once per year. However, the Board generally meets about six times per year. The Chairperson for the Board is chosen by the directors at the first general meeting.
- The role of the Board's directors is to ensure that the Board performs its functions appropriately in an effective way, and they must act in the best interests of the Board.

### Desirable attributes

The Act does not currently prescribe the particular qualifications a person must have to be a director. However, the following skills, expertise and/or qualifications are desirable and could greatly assist the Board fulfil its functions.

- An interest in and/or knowledge of the function and activities of the Board. It is also preferable that appointed members reside within the operational area.
- Knowledge of:
  - strategic vertebrate pest control, particularly rabbit control and rabbit behaviour;
  - the operational area relevant to the Board; and
  - agricultural industries in the district impacted by rabbits.
- Previous experience serving on or an understanding of government boards and/or statutory authorities.
- The ability to demonstrate:
  - knowledge and understanding of accountability;
  - ability to think strategically;
  - networking and teamwork capabilities; and
  - sound decision-making skills.


## Appendix

A board director cannot be:

- An insolvent under administration within the meaning in the *Corporations Act 2001*, section 9; or
- Convicted of an indictable offence, whether on indictment or summarily; or
- Convicted of an offence against the *Land Protection (Pest and Stock Route Management) Act 2002*, or from 1 July 2016, the *Biosecurity Act 2014*.

## 13.8 Maryvale Rail Reserve Environmental Management Register Removal

### Document Information

 <b>Southern Downs</b> REGIONAL COUNCIL	<b>Report To: General Council Meeting</b>	
	<b>Reporting Officer:</b>	<b>Meeting Date:</b> 24 June 2020
	Acting Manager Environmental & Regulatory Services	<b>ECM Function No/s:</b> n/a

### Recommendation

THAT Council note receipt of notice from the Department of Environment and Science detailing that the Maryvale Rail Reserve, Lot 68 on CP900445, is not prescribed contaminated land, the land is suitable for any use, and the land is now removed from the Environmental Management Register.

### Report

Southern Downs Regional Council engaged Environmental Advisors Pty Ltd to undertake a contaminated land investigation of soil and groundwater for the Maryvale Rail Reserve, Lot 68 CP900445, with the objective of removing the site from the Environmental Management Register (EMR). The site was listed on the EMR by the Department of Environment and Science (DES) due to two historical notifiable activities that had been carried out on the land, as defined in the *Environmental Protection Act 1994*, being *Railway yards* and *Livestock dip or spray race operations*. Investigations undertaken by Council prior to the listing of the land on the EMR concluded that it could not be confirmed whether the notifiable activities were conducted on the land. Despite this, DES listed the land on the EMR in 2012.

A contaminated land investigation report was completed by Environmental Advisors Pty Ltd on 31 May 2020 (Attachment 1) which concludes that the land is not prescribed contaminated land and is suitable for any use including Land Use A (residential with garden/accessible soil; childcare centres, preschools and primary schools with access to soil) and all sensitive land uses listed in Schedule 4 of the *Planning Regulation 2017*. As such, the contaminated land investigation report was forwarded to DES in order for this land to be removed from the EMR.

Notification was received from DES on 19 June 2020 confirming that the Maryvale Rail Reserve, Lot 68 on CP900445 has been removed from the EMR (Attachment 2).

### Budget Implications

The process to undertake and have audited the contaminated land investigation cost approximately \$100,000 in consultants and contractors. Budget was allocated in 2019/2020 and does not take into account officer time, which was significant over the course of the 12 month process.

### Policy Consideration

*Shaping Southern Downs*

4.4.3.2 2. Conserve and protect valued natural resources, including water, land, flora and fauna.

*Corporate Plan*

4.5 Protect the natural environment of reserves under Council control via strategic natural resource management.

## **Community Engagement**

The removal of the Maryvale Railway Reserve was pursued as a result of advocacy from the Maryvale community through the development of the Maryvale Urban Design Framework.

## **Legislation/Local Law**

*Environmental Protection Act 1994*

*Planning Regulation 2017*

## **Attachments**

1. Site Investigation Report (Excluded from agenda - Provided under separate cover) [↔](#)
2. Site Removal Notice [↓](#)

**From:** EMR CLR Registry  
**Sent:** Fri, 19 Jun 2020 15:56:21 +1000  
**To:** mail@sdr.qld.gov.au  
**Cc:** EMR CLR Registry  
**Subject:** Site Removal Notice EMR MARYVALE  
**Attachments:** CL 20200619 Lot68 CP900445 Removals Own\_LGA.pdf

Good afternoon

Attached Removal Notice and Site Suitability Statement for – **Lot68 CP900445 – Wienholt Street MARYVALE.**

Kind reg



**Deborah Wheate**  
Customer Service Officer – Registry  
**Contaminated Land Assessment**  
**Waste Operations Unit | Waste, Development & Southeast Compliance**  
Department of Environment and Science

P: 07 3181 2420  
Level 7, 400 George Street, Brisbane QLD 4000  
GPO Box 2454, Brisbane QLD 4001

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Department of Environment and Science (DES)  
ABN 46 640 294 485  
400 George St Brisbane, Queensland 4000  
GPO Box 2454 Brisbane QLD 4001 AUSTRALIA  
Email: EMR.CLR.Registry@des.qld.gov.au

## SUITABILITY STATEMENT

### LOCAL GOVERNMENT AUTHORITY

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

DATE OF ISSUE : 19/06/2020

### PROPERTY DESCRIPTION

LOT : 68 PLAN : CP900445  
WIENHOLT STREET  
MARYVALE 4370

Southern Downs Regional Council  
EMR Site ID: 99199 FILE REFERENCE: 101/34165

### STUDIES UNDERTAKEN BY APPLICANT OR REQUESTED BY DIRECTOR

Auditor Summary Certification Report for the Site Investigation of Wienholt Street, Maryvale QLD. Prepared for the Department of Environment and Science by Lloyd Consulting 31 May 2020. Ref: 1091-R-001. Environmental Advisors Pty Ltd Site Investigation Report for Lot68 CP900445, Wienholt Street, Maryvale QLD 31 May 2020. Ref:090.

### STATEMENT OF SUITABILITY

On the basis of the information supplied to this Department, the subject site is suitable for any use.

### ENVIRONMENTAL MANAGEMENT REGISTER

LOT : 68 PLAN : CP900445

There is no requirement to record this site on the Environmental Management Register or the Contaminated Land Register.

A handwritten signature in black ink, appearing to read "S. Thomas".

Sally Thomas  
Department of Environment and Science  
Delegate of the Administering Authority  
*Environmental Protection Act 1994*



Department of Environment and Science (DES)  
ABN 46 640 294 485  
400 George St Brisbane, Queensland 4000  
GPO Box 2454 Brisbane QLD 4001 AUSTRALIA  
Email: EMR.CLR.Registry@des.qld.gov.au

## SUITABILITY STATEMENT

### OWNER

STATE OF QLD - SOUTHERN DOWNS REGIONAL COUNCIL (TRUSTEE)  
PO BOX 26  
WARWICK QLD 4370

DATE OF ISSUE : 19/06/2020

### PROPERTY DESCRIPTION

LOT : 68 PLAN : CP900445  
WIENHOLT STREET  
MARYVALE 4370

Southern Downs Regional Council  
EMR Site ID: 99199 FILE REFERENCE: 101/34165

### STUDIES UNDERTAKEN BY APPLICANT OR REQUESTED BY DIRECTOR

Auditor Summary Certification Report for the Site Investigation of Wienholt Street, Maryvale QLD. Prepared for the Department of Environment and Science by Lloyd Consulting 31 May 2020. Ref: 1091-R-001. Environmental Advisors Pty Ltd Site Investigation Report for Lot68 CP900445, Wienholt Street, Maryvale QLD 31 May 2020. Ref:090.

### STATEMENT OF SUITABILITY

On the basis of the information supplied to this Department, the subject site is suitable for any use.

### ENVIRONMENTAL MANAGEMENT REGISTER

LOT : 68 PLAN : CP900445

There is no requirement to record this site on the Environmental Management Register or the Contaminated Land Register.

A handwritten signature in black ink, appearing to read "S. Thomas".

Sally Thomas  
Department of Environment and Science  
Delegate of the Administering Authority  
*Environmental Protection Act 1994*



Department of Environment and Science (DES)  
ABN 46 640 294 485  
400 George St Brisbane, Queensland 4000  
GPO Box 2454 Brisbane QLD 4001 AUSTRALIA  
Email: EMR.CLR.Registry@des.qld.gov.au

19 June 2020

Site ID: 99199  
File Number: 101/34165  
Enquiries to: [emr.clr.registry@des.qld.gov.au](mailto:emr.clr.registry@des.qld.gov.au)

STATE OF QLD - SOUTHERN DOWNS REGIONAL COUNCIL (TRUSTEE)  
PO BOX 26  
WARWICK QLD 4370

#### NOTICE OF REMOVAL OF LAND FROM THE ENVIRONMENTAL MANAGEMENT REGISTER

In accordance with Part 8 of the *Environmental Protection Act 1994*, notice is given that the parcel of land described below has been removed from the Environmental Management Register (EMR).

Lot: 68 Plan: CP900445  
Southern Downs Regional Council

WIENHOLT STREET  
MARYVALE 4370

**LIVESTOCK DIP OR SPRAY RACE** - operating a livestock dip or spray race facility.

**RAILWAY YARDS** - operating a railway yard including goods-handling yards, workshops and maintenance areas.

The parcel of land has been investigated and a contaminated land investigation document has been submitted and certified by an approved auditor under the *Environmental Protection Act 1994*, stating that the land is not contaminated land and is suitable for any use. The land therefore has been removed from the EMR.

Following removal from the EMR any information relating to this site will NOT be available to the public via a search of the EMR or the Contaminated Land Register (CLR).

For further information about contaminated land matters visit [www.qld.gov.au](http://www.qld.gov.au), and search for "contaminated land".

A handwritten signature in black ink that reads "S. Thomas".

Sally Thomas  
Department of Environment and Science  
Delegate of the Administering Authority  
*Environmental Protection Act 1994*



Department of Environment and Science (DES)  
ABN 46 640 294 485  
400 George St Brisbane, Queensland 4000  
GPO Box 2454 Brisbane QLD 4001 AUSTRALIA  
Email: EMR.CLR.Registry@des.qld.gov.au

19 June 2020

Site ID: 99199  
File Number: 101/34165  
Enquiries to: [emr.clr.registry@des.qld.gov.au](mailto:emr.clr.registry@des.qld.gov.au)

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

#### NOTICE OF REMOVAL OF LAND FROM THE ENVIRONMENTAL MANAGEMENT REGISTER

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Lot: 68 Plan: CP900445  
Southern Downs Regional Council

WIENHOLT STREET  
MARYVALE 4370

**LIVESTOCK DIP OR SPRAY RACE** - operating a livestock dip or spray race facility.

**RAILWAY YARDS** - operating a railway yard including goods-handling yards, workshops and maintenance areas.

The parcel of land has been investigated and a contaminated land investigation document has been submitted and certified by an approved auditor under the *Environmental Protection Act 1994*, stating that the land is not contaminated land and is suitable for any use. The land therefore has been removed from the EMR.

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A handwritten signature in black ink that reads "S. Thomas".

Sally Thomas  
Department of Environment and Science  
Delegate of the Administering Authority  
*Environmental Protection Act 1994*

## **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:

#### **16.6 Higher Duties Policy**

##### **Reason for Confidentiality**

This item is considered confidential in accordance with section 275(1)(b) of the *Local Government Regulation 2012*, as it contains information relating to industrial matters affecting employees.

#### **16.7 Stanthorpe Effluent Water Group - Legal Proceedings**

##### **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.