



SOUTHERN DOWNS REGIONAL COUNCIL ORDINARY COUNCIL MEETING

Dear Councillors

Your attendance is hereby requested at the Ordinary Council Meeting to be held in the Council Chambers, Southern Downs Regional Council, 61 Marsh Street, Stanthorpe on **Wednesday, 21 August 2024 at 9:00AM**.

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

Dave Burges

CHIEF EXECUTIVE OFFICER

15 August 2024

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WEDNESDAY, 21 AUGUST 2024 Ordinary Council Meeting

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1. **ACKNOWLEDGEMENT TO COUNTRY**
2. **PRAYER & CONDOLENCES**
3. **ATTENDANCE AND APOLOGIES**
4. **READING AND CONFIRMATION OF MINUTES**

4.1 Ordinary Council Meeting - 17 July 2024

Recommendation

THAT the minutes of the Ordinary Council Meeting held on Wednesday 17 July 2024 be adopted.

4.2 Special Council Meeting - 24 July 2024


Recommendation

THAT the minutes of the Special Council Meeting held on Wednesday 24 July 2024 be adopted.

5. ACTIONS FROM COUNCIL MEETINGS

5.1 Actions from Council Meetings July 2024

Document Information

	Report To: Ordinary Council Meeting	
	Reporting Officer:	Meeting Date: 21 August 2024
	Chief Executive Officer	ECM Function No/s:

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 Ordinary Council Meeting held on 17 July 2024 and the Special Council Meeting held 24 July 2024.

A copy of the Actions Reports are attached.

ATTACHMENTS

1. Actions - Ordinary Council Meeting 17 July 2024 [↓](#)
2. Actions - Ordinary Council Meeting 24 July 2024 [↓](#)



ACTIONS FROM ORDINARY COUNCIL MEETING 17 JULY 2024

MEETING DATE	ITEM NUMBER	AGENDA ITEM	ACTION OFFICER	ACTION TO DATE	COMPLETED
17/07/2024	5.1	Actions from Ordinary Council Meeting June 2024	Burges, Dave	09 Aug 2024 11:15am Seymour, Marion - Completion Completed by Seymour, Marion on behalf of Burges, Dave (action officer) on 09 August 2024 at 11:15:23 AM - Noted.	9/08/2024
17/07/2024	6.1	Conflict of Interest - Mayor Hamilton Agenda Item 15.1	Burges, Dave	09 Aug 2024 11:15am Seymour, Marion - Completion Completed by Seymour, Marion on behalf of Burges, Dave (action officer) on 09 August 2024 at 11:15:40 AM - Noted.	9/08/2024
17/07/2024	10.1	Chief Executive Officer - Status Report	Burges, Dave	09 Aug 2024 11:15am Seymour, Marion - Completion Completed by Seymour, Marion on behalf of Burges, Dave (action officer) on 09 August 2024 at 11:15:47 AM - Noted.	9/08/2024
17/07/2024	10.2	Organisation Information Reports July 2024	Burges, Dave	09 Aug 2024 11:15am Seymour, Marion - Completion Completed by Seymour, Marion on behalf of Burges, Dave (action officer) on 09 August 2024 at 11:15:55 AM - Noted.	9/08/2024
17/07/2024	10.3	Quarterly Organisation Information Reports July 2024	Burges, Dave	09 Aug 2024 11:16am Seymour, Marion - Completion Completed by Seymour, Marion on behalf of Burges, Dave (action officer) on 09 August 2024 at 11:16:01 AM - Noted.	9/08/2024
17/07/2024	11.1	Financial Services - Financial Report as at 30 June 2024	Dowie, Brooke	22 Jul 2024 11:41am Dowie, Brooke - Completion Completed by Dowie, Brooke (action officer) on 22 July 2024 at 11:41:57 AM - June 2024 Finance Report noted.	22/07/2024
17/07/2024	11.2	Operational Plan 4th Quarter Update	Keir, Dianna	24 Jul 2024 8:49am Keir, Dianna - Completion Completed by Keir, Dianna (action officer) on 24 July 2024 at 8:49:57 AM - Council resolution noted.	24/07/2024
17/07/2024	11.3	Council Meetings Policy PL-CS036	Armstrong, Belinda	09 Aug 2024 11:17am Seymour, Marion - Completion Completed by Seymour, Marion on behalf of Armstrong, Belinda (action officer) on 09 August 2024 at 11:17:10 AM - Amendments noted.	9/08/2024
17/07/2024	11.3.1	Amendment Council Meetings Policy PL-CS036	Burges, Dave	09 Aug 2024 11:17am Seymour, Marion - Completion Completed by Seymour, Marion on behalf of Burges, Dave (action officer) on 09 August 2024 at 11:17:26 AM - Amendment noted.	9/08/2024



ACTIONS FROM ORDINARY COUNCIL MEETING 17 JULY 2024

MEETING DATE	ITEM NUMBER	AGENDA ITEM	ACTION OFFICER	ACTION TO DATE	COMPLETED
17/07/2024	11.3.2	Council Meetings Policy PL-CS036 - Order of Business	Burges, Dave	09 Aug 2024 12:41pm Keir, Dianna - Completion Completed by Keir, Dianna on behalf of Burges, Dave (action officer) on 09 August 2024 at 12:41:22 PM - Council resolution noted. Policy live on Councils website.	9/08/2024
17/07/2024	11.4	Policy PL-CS081 - Legal Assistance for Councillors & Employees	Keir, Dianna	24 Jul 2024 8:50am Keir, Dianna - Completion Completed by Keir, Dianna (action officer) on 24 July 2024 at 8:50:44 AM - Council resolution noted.	24/07/2024
17/07/2024	11.5	Internal Audit Policy and ARMC Charter Review	Keir, Dianna	24 Jul 2024 8:50am Keir, Dianna - Completion Completed by Keir, Dianna (action officer) on 24 July 2024 at 8:50:56 AM - Council resolution noted.	24/07/2024
17/07/2024	11.6	Disposal of Freehold Land by Exception - Various Parcels	Watt, Mark	12 Aug 2024 8:17am Watt, Mark - Completion Completed by Watt, Mark (action officer) on 12 August 2024 at 8:17:04 AM - Contracts of Sale being prepared by Council's Solicitor.	12/08/2024
17/07/2024	11.7	Views on Surrender of State issued Term Lease and Trusteeship over Lot 128 on Crown Plan ML785	Glode, Patrina	23 Jul 2024 11:19am Glode, Patrina - Completion Completed by Glode, Patrina (action officer) on 23 July 2024 at 11:19:11 AM - Letter has been drafted and sent to the department.	23/07/2024
17/07/2024	11.8	Electric Vehicle Charging Policy PL-137	Charles, Jon	25 Jul 2024 10:52am Charles, Jon - Completion Completed by Charles, Jon (action officer) on 25 July 2024 at 10:52:57 AM - Policy signed off and published	25/07/2024
17/07/2024	11.9	Expressions of Interest for potential Electric Vehicle Charger Sites	Charles, Jon	31 Jul 2024 2:54pm Charles, Jon - Completion Completed by Charles, Jon (action officer) on 31 July 2024 at 2:54:53 PM - Expression of Interest has been published.	31/07/2024
17/07/2024	12.1	Stanthorpe Irrigators Recycled Water Agreement 2024 Amended June 2024	Burges, Dave	09 Aug 2024 11:28am Seymour, Marion - Completion Completed by Seymour, Marion on behalf of Burges, Dave (action officer) on 09 August 2024 at 11:28:37 AM - Officers finalising the Recycled Water Agreements and arranging executive of those Agreements.	9/08/2024



ACTIONS FROM ORDINARY COUNCIL MEETING 17 JULY 2024

MEETING DATE	ITEM NUMBER	AGENDA ITEM	ACTION OFFICER	ACTION TO DATE	COMPLETED
17/07/2024	13.1	Reconfiguring a Lot: Vinnie Investments Pty Ltd C/- Adapt Development Management Pty Ltd - 656 Sugarloaf Road, Kyoomba	Hay, Mitchell	24 Jul 2024 3:46pm Watt, Jenny - Completion Completed by Watt, Jenny on behalf of Hay, Mitchell (action officer) on 24 July 2024 at 3:46:22 PM - Agenda Item 13.1 withdrawn at the Applicant's request.	24/07/2024
17/07/2024	13.2	Consideration of Change Representations - Material Change of Use, Homestead Road, Rosenthal Heights	O'Mara, Angela	19 Jul 2024 2:13pm O'Mara, Angela - Completion Completed by O'Mara, Angela (action officer) on 19 July 2024 at 2:13:36 PM - Negotiated Decision Notice prepared in accordance with resolution.	19/07/2024
17/07/2024	13.3	Consideration of Change Representations: Murray C & Cheryl A Sondergeld C/- NSPIRE Planning and Design - 128 Swan Creek School Road, Swan Creek	Hay, Mitchell	24 Jul 2024 3:47pm Watt, Jenny - Completion Completed by Watt, Jenny on behalf of Hay, Mitchell (action officer) on 24 July 2024 at 3:47:38 PM - Procedural Motion - That Agenda Item 13.3 lay on the table to allow further information to be obtained	24/07/2024
17/07/2024	13.3.1	Reconfiguring a Lot: Vinnie Investments Pty Ltd C/- Adapt Development Management Pty Ltd - 656 Sugarloaf Road, Kyoomba	O'Mara, Angela	19 Jul 2024 2:15pm O'Mara, Angela - Completion Completed by O'Mara, Angela (action officer) on 19 July 2024 at 2:15:45 PM - The applicant has stopped the clock associated with this application. Further discussions to occur.	19/07/2024
17/07/2024	16.1	Procedural Motion - Adjournment of Meeting	Burges, Dave	09 Aug 2024 11:24am Seymour, Marion - Completion Completed by Seymour, Marion on behalf of Burges, Dave (action officer) on 09 August 2024 at 11:24:28 AM - Noted.	9/08/2024
17/07/2024	13.4	Nomination for Director of the Darling Downs-Moreton Rabbit Board	Collett, Nicole	29 Jul 2024 8:51am Collett, Nicole - Completion Completed by Collett, Nicole (action officer) on 29 July 2024 at 8:51:14 AM - Nomination sent 8 July 2024.	29/07/2024
17/07/2024	13.5	Changes to the Impoundment Boxes at the Warwick and Stanthorpe Pounds	Collett, Nicole	29 Jul 2024 8:48am Collett, Nicole - Completion Completed by Collett, Nicole (action officer) on 29 July 2024 at 8:48:18 AM - Trial commenced 27 July 2024.	29/07/2024
17/07/2024	13.6	2024 LGAQ Conference Motion- Improved Soil Conservation Management	Collett, Nicole	29 Jul 2024 8:48am Collett, Nicole - Completion Completed by Collett, Nicole (action officer) on 29 July 2024 at 8:48:59 AM - Motion entered into LGAQ portal 26 July 2024.	29/07/2024



ACTIONS FROM ORDINARY COUNCIL MEETING 17 JULY 2024

MEETING DATE	ITEM NUMBER	AGENDA ITEM	ACTION OFFICER	ACTION TO DATE	COMPLETED
17/07/2024	14.1	Procedural Motion - Amendment of Meeting Agenda	Burges, Dave	09 Aug 2024 11:26am Seymour, Marion - Completion Completed by Seymour, Marion on behalf of Burges, Dave (action officer) on 09 August 2024 at 11:26:09 AM - Noted.	9/08/2024
17/07/2024	14.1.1	Procedural Motion - Conference Report for attendance at Australian Local Government Association's National General Assembly	Burges, Dave	09 Aug 2024 11:26am Seymour, Marion - Completion Completed by Seymour, Marion on behalf of Burges, Dave (action officer) on 09 August 2024 at 11:26:55 AM - Noted.	9/08/2024
17/07/2024	15.1	Notice of Motion - Water Security for the Southern Downs	Burges, Dave	09 Aug 2024 11:41am Seymour, Marion - Completion Completed by Seymour, Marion on behalf of Burges, Dave (action officer) on 09 August 2024 at 11:41:25 AM - Resolution noted which confirms Council's position in relation to the Southern Darling Downs Regional Water Assessment.	9/08/2024
17/07/2024	16.2	Letter of Appreciation to Outgoing President of Australia Local Government Association, Cr Linda Scott	Burges, Dave	13 Aug 2024 11:14am Seymour, Marion - Completion Completed by Seymour, Marion on behalf of Burges, Dave (action officer) on 13 August 2024 at 11:14:49 AM - Liaising with Mayor to arrange correspondence.	13/08/2024



ACTIONS FROM SPECIAL COUNCIL MEETING 24 JULY 2024

MEETING DATE	ITEM NUMBER	AGENDA ITEM	ACTION OFFICER	ACTION TO DATE	COMPLETED
24/07/2024	4.2	Draft Budget Submissions 2024/25	Singh, Gurbindar	08 Aug 2024 9:02pm Singh, Gurbindar - Completion Completed by Singh, Gurbindar (action officer) on 08 August 2024 at 9:02:19 PM - Council Resolution Noted.	8/08/2024
24/07/2024	4.1.25	Procedural Motion - Adoption of the 2024/25 Financial Year Budget	Burges, Dave	13 Aug 2024 11:23am Seymour, Marion - Completion Completed by Seymour, Marion on behalf of Burges, Dave (action officer) on 13 August 2024 at 11:23:14 AM - Noted.	13/08/2024
24/07/2024	4.1	Adoption of the 2024/25 Financial Year Budget	Dowie, Brooke	07 Aug 2024 11:47am Dowie, Brooke - Completion Completed by Dowie, Brooke (action officer) on 07 August 2024 at 11:47:49 AM - 2024/25 Annual Budget rolled in TechOne System	7/08/2024
24/07/2024	4.2	Adoption of 2024/225 Financial Year Budget - Revenue Policy	Singh, Gurbindar	08 Aug 2024 9:01pm Singh, Gurbindar - Completion Completed by Singh, Gurbindar (action officer) on 08 August 2024 at 9:01:39 PM - Council Resolution Noted.	8/08/2024
24/07/2024	4.1.2	Adoption of 2024/25 Financial Year Budget - Revenue Policy	Singh, Gurbindar	08 Aug 2024 9:01pm Singh, Gurbindar - Completion Completed by Singh, Gurbindar (action officer) on 08 August 2024 at 9:01:53 PM - Council Resolution Noted.	8/08/2024
24/07/2024	4.1.3	Adoption of 2024/25 Financial Year Budget - Differential Rating System	Singh, Gurbindar	08 Aug 2024 9:01pm Singh, Gurbindar - Completion Completed by Singh, Gurbindar (action officer) on 08 August 2024 at 9:01:58 PM - Council Resolution Noted.	8/08/2024
24/07/2024	4.1.4	Adoption of 2024/25 Financial Year Budget - Rating Categories	Singh, Gurbindar	08 Aug 2024 9:02pm Singh, Gurbindar - Completion Completed by Singh, Gurbindar (action officer) on 08 August 2024 at 9:02:03 PM - Council Resolution Noted.	8/08/2024
24/07/2024	4.1.5	Adoption of the 2024/25 Financial Year Budget - Identification of Rating Category for Each Parcel of Rateable Land	Singh, Gurbindar	08 Aug 2024 9:02pm Singh, Gurbindar - Completion Completed by Singh, Gurbindar (action officer) on 08 August 2024 at 9:02:08 PM - Council Resolution Noted.	8/08/2024
24/07/2024	4.1.6	Adoption of the 2024/25 Financial Year Budget - Minimum General Rate	Singh, Gurbindar	08 Aug 2024 9:02pm Singh, Gurbindar - Completion Completed by Singh, Gurbindar (action officer) on 08 August 2024 at 9:02:13 PM - Council Resolution Noted.	8/08/2024



ACTIONS FROM SPECIAL COUNCIL MEETING 24 JULY 2024

MEETING DATE	ITEM NUMBER	AGENDA ITEM	ACTION OFFICER	ACTION TO DATE	COMPLETED
24/07/2024	4.1.7	Adoption of the 2024/25 Financial Year Budget - Special Charges, including Rural Fire Equipment Levy	Singh, Gurbindar	08 Aug 2024 9:10pm Singh, Gurbindar - Completion Completed by Singh, Gurbindar (action officer) on 08 August 2024 at 9:10:06 PM - Council Resolution Noted.	8/08/2024
24/07/2024	4.1.8	Adoption of the 2024/25 Financial Year Budget - Utility Charges	Singh, Gurbindar	08 Aug 2024 9:02pm Singh, Gurbindar - Completion Completed by Singh, Gurbindar (action officer) on 08 August 2024 at 9:02:23 PM - Council Resolution Noted.	8/08/2024
24/07/2024	4.1.9	Adoption of the 2024/24 Financial Year Budget - Due Date for Payment of Rates	Singh, Gurbindar	08 Aug 2024 9:02pm Singh, Gurbindar - Completion Completed by Singh, Gurbindar (action officer) on 08 August 2024 at 9:02:28 PM - Council Resolution Noted.	8/08/2024
24/07/2024	4.1.10	Adoption of the 2024/25 Financial Year Budget - Discount on General Rates	Singh, Gurbindar	08 Aug 2024 9:02pm Singh, Gurbindar - Completion Completed by Singh, Gurbindar (action officer) on 08 August 2024 at 9:02:33 PM - Council Resolution Noted.	8/08/2024
24/07/2024	4.1.11	Adoption of the 2024/25 Financial Year Budget - Exemption from Rating	Singh, Gurbindar	08 Aug 2024 9:02pm Singh, Gurbindar - Completion Completed by Singh, Gurbindar (action officer) on 08 August 2024 at 9:02:38 PM - Council Resolution Noted.	8/08/2024
24/07/2024	4.1.12	Adoption of the 2024/25 Financial Year Budget - Concessions	Singh, Gurbindar	08 Aug 2024 9:02pm Singh, Gurbindar - Completion Completed by Singh, Gurbindar (action officer) on 08 August 2024 at 9:02:43 PM - Council Resolution Noted.	8/08/2024
24/07/2024	4.1.13	Adoption of the 2024/25 Financial Year Budget - Interest on Overdue Rates and Charges	Singh, Gurbindar	08 Aug 2024 9:02pm Singh, Gurbindar - Completion Completed by Singh, Gurbindar (action officer) on 08 August 2024 at 9:02:47 PM - Council Resolution Noted.	8/08/2024
24/07/2024	4.1.14	Adoption of the 2024/25 Financial Year Budget - Rate Concessions Policy	Singh, Gurbindar	08 Aug 2024 9:02pm Singh, Gurbindar - Completion Completed by Singh, Gurbindar (action officer) on 08 August 2024 at 9:02:52 PM - Council Resolution Noted.	8/08/2024
24/07/2024	4.1.15	Adoption of the 2024/25 Financial Year Budget - Investment Policy	Singh, Gurbindar	08 Aug 2024 9:02pm Singh, Gurbindar - Completion Completed by Singh, Gurbindar (action officer) on 08 August 2024 at 9:02:57 PM - Council Resolution Noted.	8/08/2024



ACTIONS FROM SPECIAL COUNCIL MEETING 24 JULY 2024

MEETING DATE	ITEM NUMBER	AGENDA ITEM	ACTION OFFICER	ACTION TO DATE	COMPLETED
24/07/2024	4.1.16	Adoption of the 2024/25 Financial Year Budget - Debt Policy	Singh, Gurbindar	08 Aug 2024 9:03pm Singh, Gurbindar - Completion Completed by Singh, Gurbindar (action officer) on 08 August 2024 at 9:03:02 PM - Council Resolution Noted.	8/08/2024
24/07/2024	4.1.17	Adoption of the 2024/25 Financial Year Budget - Debt Recovery Policy	Singh, Gurbindar	08 Aug 2024 9:03pm Singh, Gurbindar - Completion Completed by Singh, Gurbindar (action officer) on 08 August 2024 at 9:03:07 PM - Council Resolution Noted.	8/08/2024
24/07/2024	4.1.18	Adoption of the 2024/25 Financial Year Budget - Discount Policy	Singh, Gurbindar	08 Aug 2024 9:03pm Singh, Gurbindar - Completion Completed by Singh, Gurbindar (action officer) on 08 August 2024 at 9:03:11 PM - Council Resolution Noted.	8/08/2024
24/07/2024	4.1.19	Adoption of the 2024/25 Financial Year Budget - Supplementary Rates Policy	Singh, Gurbindar	08 Aug 2024 9:03pm Singh, Gurbindar - Completion Completed by Singh, Gurbindar (action officer) on 08 August 2024 at 9:03:16 PM - Council Resolution Noted.	8/08/2024
24/07/2024	4.1.20	Adoption of the 2024/25 Financial Year Budget - Rate Exemption by Resolution Policy	Singh, Gurbindar	08 Aug 2024 9:03pm Singh, Gurbindar - Completion Completed by Singh, Gurbindar (action officer) on 08 August 2024 at 9:03:20 PM - Council Resolution Noted.	8/08/2024
24/07/2024	4.1.21	Adoption of the 2024/25 Financial Year Budget - Procurement Policy	Singh, Gurbindar	08 Aug 2024 9:03pm Singh, Gurbindar - Completion Completed by Singh, Gurbindar (action officer) on 08 August 2024 at 9:03:25 PM - Council Resolution Noted.	8/08/2024
24/07/2024	4.1.22	Adoption of the 2024/25 Financial Year Budget	Singh, Gurbindar	08 Aug 2024 9:03pm Singh, Gurbindar - Completion Completed by Singh, Gurbindar (action officer) on 08 August 2024 at 9:03:31 PM - Council Resolution Noted.	8/08/2024
24/07/2024	4.1.23	Adoption of the 2024/25 Financial Year Budget - Total Value of Change in Rates and Charges	Singh, Gurbindar	08 Aug 2024 9:09pm Singh, Gurbindar - Completion Completed by Singh, Gurbindar (action officer) on 08 August 2024 at 9:09:35 PM - Council Resolution Noted.	8/08/2024
24/07/2024	4.1.24	Adoption of the 2024/25 Financial Year Budget - Statement of Financial Position	Singh, Gurbindar	08 Aug 2024 9:09pm Singh, Gurbindar - Completion Completed by Singh, Gurbindar (action officer) on 08 August 2024 at 9:09:40 PM - Council Resolution Noted.	8/08/2024



ACTIONS FROM SPECIAL COUNCIL MEETING 24 JULY 2024

MEETING DATE	ITEM NUMBER	AGENDA ITEM	ACTION OFFICER	ACTION TO DATE	COMPLETED
24/07/2024	4.3	Hire of Warwick Town Hall for 2024 State Government Elections	Bell, Michael	25 Jul 2024 2:57pm Bell, Michael - Completion Completed by Bell, Michael (action officer) on 25 July 2024 at 2:57:12 PM - Noted	25/07/2024

6. DECLARATIONS OF CONFLICTS OF INTEREST


7. MAYORAL MINUTE

Nil

8. NOTICES OF MOTION

8.1 Notice of Motion - Motion of Confidence

Document Information

	Report To: Ordinary Council Meeting	
	Reporting Officer:	Meeting Date: 21 August 2024
	PA to Mayor & CEO	ECM Function No/s:

Notice of Motion – To Be Moved by Cr Bartley

THAT Council move a motion of confidence in our current Chief Executive Officer, David Burges.

Report

Cr Barley has submitted the attached Notice of Motion **Attachment 1** moving a motion of confidence in Council's Chief Executive Officer, David Burges.

Council is asked to consider the Motion.

ATTACHMENTS

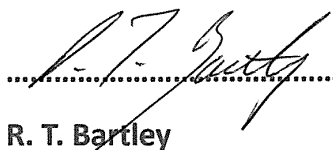
1. Notice of Motion [↓](#)

14/08/2024

NOTICE OF MOTION for ordinary meeting on the 21/08/2024


From Councillor Ross Bartley

I am moving a motion of confidence in our current CEO Mr David Burges.


.....
R. T. Bartley

8.2 Notice of Motion - Use of Consultants

Document Information

	Report To: Ordinary Council Meeting	
	Reporting Officer:	Meeting Date: 21 August 2024
	Chief Executive Officer	ECM Function No/s:

Notice of Motion – To Be Moved by Mayor Hamilton

THAT in the interests of greater transparency on Council's use of consultants to fill staff vacancies, that a report be prepared and presented quarterly to Councillors in the month following each financial quarter, where the contracted amount or the actual year to date payments to a consultant is greater than \$50,000 ex GST and where the role is not externally funded. The report will include:

1. The reason for the appointment and a clear description of the role being filled and whether it is a fixed term arrangement;
2. The actual amount paid to the consultant for the quarter; and
3. The actual amount paid to the consultant for the year to date.

Report

Mayor Hamilton has submitted the attached Notice of Motion **Attachment 1** requesting quarterly reports to be provided to Councillors in relation to the use of consultants that are filling staff vacancies, where the contracted amount or the actual year to date payments to a consultant is greater than \$50,000.00 (excl GST) and where the role is not externally funded.

The Mayor's Notice of Motion noted the following information in support of her Motion:

There should be a strong argument for engaging a consultant. A complex project relying on new or emerging skills and technologies, or to deliver a short-term project where the role is funded externally are good reasons for appointing external consultants. Filling a short-term skills or labour gap, are not. In any case, there is a need for Council to examine in more detail both the total cost of this expenditure, the purposes for which is being committed, and whether it represents value for money for ratepayers.

By providing regular reporting to Councillors there will be improved accountability on the use of consultants filling employee roles.

Council is asked to consider the Motion.

ATTACHMENTS

1. Notice of Motion [↗](#)



Notice of Motion by Councillors

Councillor: Melissa Hamilton

Date: 13 August 2024

Motion:

THAT

In the interests of greater transparency on Council's use of consultants to fill staff vacancies, that a report be prepared and presented quarterly to Councillors in the month following each financial quarter, where the contracted amount or the actual year to date payments to a consultant is greater than \$50,000 ex GST and where the role is not externally funded. The report will include:

1. The reason for the appointment and a clear description of the role being filled and whether it is a fixed term arrangement;
2. The actual amount paid to the consultant for the quarter; and
3. The actual amount paid to the consultant for the year to date.

Relevant Background Information

There should be a strong argument for engaging a consultant. A complex project relying on new or emerging skills and technologies, or to deliver a short term project where the role is funded externally are good reasons for appointing external consultants. Filling a short-term skills or labour gap, are not. In any case, there is a need for Council to examine in more detail both the total cost of this expenditure, the purposes for which is being committed, and whether it represents value for money for ratepayers.

By providing regular reporting to Councillors there will be improved accountability on the use of consultants filling employee roles.

Signature

A handwritten signature in black ink, appearing to read 'Melissa Hamilton', written over a horizontal line.

1) Notices of Motions shall be lodged in the approved form with the Chief Executive Officer or their delegate two (2) calendar days prior to the closure of the business paper agenda for the meeting of Council at which the Notices of Motion are to be considered.

2) Councillors shall ensure, where it is intended that employees of the Council be asked to carry out some specific defined action that a Notice of Motion is written in such a way that, if carried, the motion carries clear and unambiguous direction.

- Start with the word "That" f
- Use the third person and avoid the use of the first person f
- Clearly indicate the intention of the Council f
- Avoid statements that are ambiguous f
- Aim for clarity of expression f
- Be carefully constructed and if necessary, set out in clauses that can be clearly identified by letters or numbers f
- Indicate proposed action or reflect agreed views on a particular issue f
- Don't re-introduce a resolution which has already been rejected

9. READING AND CONSIDERATION OF CORRESPONDENCE

Nil

10. RECEPTION AND READING OF PETITIONS AND JOINT LETTERS

Nil


11. PORTFOLIO REPORTS

Nil

12. EXECUTIVE SERVICES REPORTS

12.1 Chief Executive Officer - Status Report

Document Information

 Southern Downs REGIONAL COUNCIL	Report To: Ordinary Council Meeting	
	Reporting Officer:	Meeting Date: 21 August 2024
	Chief Executive Officer	ECM Function No/s:

Recommendation

THAT Council receive and note the Chief Executive Officer's Status Report.

REPORT

1. Questions on Notice

At the Ordinary Council Meeting held 17 July 2024, the following Questions on Notice were raised by Councillors. Officers' advice in relation to those questions is outlined below:

Councillor	Agenda Item	Question on Notice	Response
Mayor Hamilton	11.2 Operational Plan Update: Coordinate the development of a rolling five year UDF Implementation Program	Operation Plan Item 2.1.2 Feedback on funding submission for UDF Program as part of the RPPP Funding	Staff are in the process of finalizing a grant application under the Regional Precincts and Partnerships Program – Stream One: Precinct development and planning. The next assessment of this Grant is September / October with announcements in November / December. In the event we miss this round, the next assessment round is March / April. If successful, this funding will fund the planning to prepare "shovel ready" programs developed from all current Urban Design frameworks for us to seek subsequent funding to deliver the programs. Stream Two of the Regional Precincts and Partnerships Program is one likely source to fund the develop of the programs.

2. Other Business


Nil

ATTACHMENTS

Nil

12.2 Organisation Information Reports July 2024

Document Information

	Report To: Ordinary Council Meeting	
	Reporting Officer:	Meeting Date: 21 August 2024
	Chief Executive Officer	ECM Function No/s:

Recommendation

THAT Council note the contents of the Organisation Information Reports.

REPORT

Background

Recognising that Councillors cannot be involved in operational matters and that it is in the best interests of the elected member body and the community to be provided information on the operations of Council, various Information Reports are provided regularly to Council.

These reports are now placed as early as possible in the agenda and prior to any decision or strategic reports.

Report

Relevant Information Reports are provided as attachments to this covering report, and include:

1. Customer and Organisational Services Monthly Status Report July 2024
2. YMCA Monthly Report
3. Grants Status Report
4. Infrastructure Services Monthly Status Report July 2024
5. Planning and Environmental Services Monthly Status Report July 2024

FINANCIAL IMPLICATIONS

Where relevant and unless noted otherwise, budget provisions have been made for the operational and capital issues discussed in the reports.

RISK AND OPPORTUNITY

Risk

That Councillors are not adequately informed of operational matters that may be of interest.

That members of the public are not adequately informed of operational matters that may be of interest.

Opportunity

These reports present an opportunity to the organisation to demonstrate progress of a wide range of deliverables.

COMMUNITY ENGAGEMENT

Internal Consultation

Consultation is undertaken where deemed appropriate on various matters that may be included in the Information Reports.

External Consultation

Consultation is undertaken where deemed appropriate on various matters that may be included in the Information Reports.

LEGAL / POLICY

Legislation / Local Law

Nil

Corporate Plan

Various matters included in the Information Reports contribute to the realisation of Council's Corporate Plan themes of *People, Places, Prosperity* and *Performance*.

Policy / Strategy


Various matters included in the Information Reports contribute to the realisation of Council's policies and strategies.

ATTACHMENTS

1. Customer and Organisational Services Monthly Status Report[↓](#)
2. YMCA Monthly Reports May and June 2024[↓](#)
3. YMCA Financial Reports (Confidential - Provided to Councillors only)
4. Grants Status Report[↓](#)
5. Infrastructure Services Monthly Status Report[↓](#)
6. Planning and Environmental Services Monthly Status Report[↓](#)

0.0 INFO REPORT | Customer & Organisational Services Monthly Status Report

Document Information

	Report To: Ordinary Council Meeting	
	Reporting Officer:	Meeting Date: 21 August 2024
	Director Customer and Organisational Services	ECM Function No/s:

Recommendation

THAT Council receive and note the Customer & Organisational Services Monthly Status Report for the month of July 2024

REPORT

The Customer and Organisational Services Directorate has responsibility for the operational aspects of a range of functions within and external to Council.

Major Projects Update

Project Name	Status
Warwick Saleyards Redevelopment	Stage 2 is progressing now with completion due 31 August 2024, pending ramp installation. Following this, the splitting of selling pens in stage 1, 4 x raised buyer platforms will be delivered. Scales replacement will commence 2 December.



Photo of stage 2 Progress as at 01/08/2024

Community Services

Disaster Management

IGEM ran a community forum in Wallangarra on 17 July to seek community feedback on their experience of the October-November 2023 bushfires. The outcome of this feedback will be used by IGEM for a future report to be produced.

Library Services

The Stanthorpe Library opened 8 July. In the first week of reopening, 1655 people came through the door, with 1812 items borrowed. 92 new members came on board, with a further 71 re-registering.

Corporate Services

Land Management

The Land Management Team continue to deal with a high number of queries relating to land matters, leasing, road re-alignments and easements. A review is being undertaken of community and sporting leases due for renewal. Settlement procedures are being finalised for freehold vacant land recently approved for disposal by Council, being the land-locked parcels sold to adjoining landowners.

Lease Category	Current Leases
Aerodrome	3
Commercial	3
Community	92
Grazing	36
Special Purpose	12
Telecommunication	9
Total Current Leases	155

Note: 10 of the above are under negotiation/draft stage for renewal
6 executed leases since the July report

Land Sales	Note	Number
Settlements		3
Under negotiation/contract stage	1	4
Total for period		7

Note 1: 4 x vacant land as per Council Resolution on 17.08.2024.

Warwick Saleyards

July 2024 saw a total of five (5) cattle sales and five (5) sheep sales, showing good numbers for the month

Cattle Sales for July	
Date	Head Number
2/7	633
9/7	1086
16/7	997
23/7	1014
30/7	1352

Sheep Sales for July	
Date	Head Number
3/7	2657
10/7	1104
17/7	1274
24/7	3239
31/7	2258

Details of all sales and average prices are available on the MLA website.

Governance

- Internal Audit - Fraud and Ethical Conduct Review finalised

Complaints, Right to Information, Information Privacy Matters

- Queensland's information access and privacy laws are changing on 1 July 2025 (effective to Local Government on 1 July 2026). The Information Privacy and Other Legislation Amendment Act 2023 (IPOLA) will make a number of changes to the Right to Information Act 2009 and the Information Privacy Act 2009. SDRC stakeholder contact list (endorsed by ELT) submitted to OIC for future training sessions on the incoming IPOLA Act. – completed 30 July 2024

Request type	Internal status	Date last status update
Administrative action complaint	4 current.	Stage 2 - Investigation – 3 current Stage 1 – Early resolution -1 current
Ombudsman matter for review	Nil	N/A
Right to Information	Nil received in July 2024	

Policies and Procedures status as at 30/07/2024

Details	Current	Past Review Date	Under Review	Draft*	To be rescinded or superseded
Policies- strategic and Operational	64	24	14	8	1
Procedures – strategic and Operational	28	62	3	19	0

Adopted policies - July 2024

PL-118	Internal Audit Policy
PL-CS036	Council Meetings Policy
PL-CS081	Legal Assistance for Councillors & Employees Policy
PL-137	Electric Vehicle Charging Policy
PL-139	Employee Performance Improvement Policy (Operational)

Reviewed and updated

PL-CS085	Councillor Investigation Policy	Requesting August 2024 adoption
PL-CS043	Acquisition/Resumption of Land Policy	Requesting August 2024 adoption
PL-EX021	Advisory Committee's Policy	Requesting August 2024 adoption

In progress:

• PL-SD066	Wild Dog Bounty Payment Policy	Operational
• PR-106	Fuel Tanker Management Procedure	Operational
• PL-115	Policy and Procedure Framework	Operational
• PR-GV04	Procedure for the formation and review of policies and procedures	Operational
• PR-GV24	Unreasonable Conduct Procedure	Strategic
• PL-CS029	Complaints Management Policy	Strategic
• PL-EX086	Councillor Acceptable Requests and Admin Support Guidelines	Strategic
• PL-EX004	Media Relations Policy	Strategic

To be superseded:

PL-CS096	Casual for a Cause Friday Policy	Awaiting advice
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Insurance

The Governance Team continues to work to process new claims, provide relevant information for new and existing claims, together with processing non-insurance related claims against Council.

Claim Description – Motor Vehicles	Number
Motor vehicle claims in progress	13
Claims – new for the month of July 2024	2
Existing claims carried over from previous month	11
Finalised (claim accepted by Council Insurer)	0

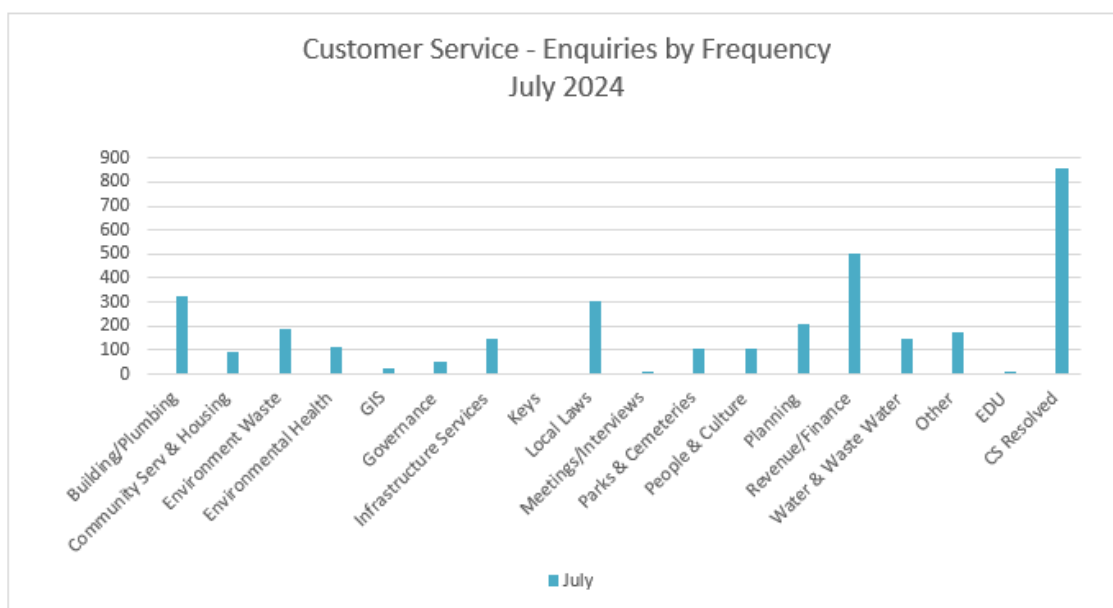
Claim Description – Property	Number
Property claims in progress	4
Claims – new for the month of July 2024	0
Existing claims carried over from previous month	4
Finalised (claim accepted by Council Insurer)	0

Claims Summary	Number
Accidental damage	1
Animal	3
Collided with stationary vehicle	2
Failed to give way	1
Failed to stop	1
Flood	1
Found damaged	1
Impact damage	1
Lightning strike	1
Sideswiped/opposite direction	1
Struck Stationary object	4
Total	17

*Please note, at Council's request 'Claims Summary' has been included. Also to be noted is the discrepancy from last month's numbers to this month – there was an issue with the Insurance Portal, which has now been amended.

Customer Service

Statistics for the month of:	July 2024
Phones	2891
Counter – Stanthorpe	263
Counter – Warwick	799
Counter – Allora	24
Customer Service Emails	425
MERIT Requests vi app, web and phone	566
MERIT via after hours provider	25



Sustainability & Strategy

Asset Management

Reduction in the WIP continues to be the focus of the Asset Management Team to capitalise assets to enable the required financial management. The Aerodromes and Open Space, Sport and Recreation Master Plan projects reached key milestones in this period. Review drafts for the Aerodromes were provided and feedback given to work toward finalisation. The community engagement activities for the Open Space, Sport and Recreation Master Plan culminated in evening sessions in Stanthorpe and Warwick with approximately 80 community members participating. The engagement was robust and constructive and has provided the delivery partners the information they sought to formulate the Master Plan.

Flood Studies

Council is continuing to work with our appointed consultant team and the QRA Peer Reviewer. Our understanding is that the issues are resolved and the program can progress. Council has asked the consultant team to provide advice on the actions to get back on program.

Transport and Main Road (TMR) and Council have established agreements for data sharing of the Flood Studies. TMR are developing flood studies for the entire Darling Downs Region focused on transport infrastructure. Council work in this space will be a key contributor to the overall TMR Program.

GIS

IntraMaps has been moved over to the cloud environment. Some minor issues were experienced but have been resolved. A number of ancillary projects are being undertaken by the GIS team to deliver the outcomes supporting the Planning Scheme, Local Government infrastructure Plan (LGIP), Water Supply Areas, As Constructed drawings and others.

Project Management Office (PMO)

The Project Management Office continues to manage projects directly given the size and complexity of the projects.

The Warwick Saleyard is reported elsewhere in this report. The next phase of the delivery is continuing with full engagement of the users of the site.

WIRAC Hydro Therapy HVAC has completed and Practical Completion issued. Structural issues were identified during the implementation of the HVAC project. These are now being addressed and will delay the reopening of the hydrotherapy facility.

Project planning include:

- Yangan Waste transfer Station and Depot works,
- Stanthorpe Phyto capping,
- Warwick New Cell,
- Allora Precinct planning and delivery.

Alignment of the Project Management Framework (PMF) and the TechnologyOne Project Lifecycle Management (PLM) module continue.

Financial Services

Finance

- Waste Business price path draft report has been received and is being reviewed by management. A session will be held with all stakeholders in August.
- A cash handling procedure has been developed and has been circulated to various teams for review.
- Council systems have been updated with the FY24/25 budget.
- Council staff are finalising comprehensive revaluation (land, water, waste water, building) reports.
- The Finance Team is working on finalising end of year reconciliations and have completed accruals. The draft financial statements are currently being prepared.
- The Revenue Team with the assistance of an external resource has started progressing Business Improvement Initiatives with the focus currently on Rates/Water billing.
- The Finance Team is still working with an external service provider to improve supplier payment processes to mitigate risk of fraud.

Information Technology

- Work on Business Continuity Plans and Sub Plans is on hold and will recommence from September 2024.
- IT Service Management capability review has been completed with a draft report received. The Team has started implementing the recommendations and the report will be presented to IT Steering Committee this month.
- As per the Tech One CIA Roadmap – the Enterprise Asset Management Module (EAM) and Project Lifecycle Management (PLM) configuration is complete with training gradually being rolled out. Work on Strategic Asset Management (SAM) has commenced and Council will go live in August. Tech One has completed a couple of demo session these modules and the Property & Rating Module to assist Council in reviewing the ICT Roadmap.
- Council has completed the configuration of the Purchase Card Module with various training sessions being rolled out.
- The Information Services Team is continuing to undertake health checks related to record keeping with continued focus on training staff.
- Other IT related initiatives or projects are progressing and being monitored.

Procurement

- The draft Fuel Management Procedure has been circulated for review and a session has been booked in August to finalise this.
- The review is currently in progress to look at Council's Stores and Procurement processes.
- Training on Procurement, the use of Local Buy and Vendor Panel is currently being provided to targeted teams with a broader refresher to be held later in the year.


July 2024 Reporting - Procurement	
Procurement Stats	
Number of Tenders Released	0
Contract number	Description
Number of Tenders in progress	1
Contract number	Description
24_078	Yangan Transfer Station Construction
Number of RFQ's Released	6*
Contract number	Description
24_114	Preventative Maintenance & Performance Assessment of Sewer Pump Station Pumps
24_116	Water, Wastewater & Recycled Water Asset Management Plans Refresh
25_002	Stanthorpe Water Treatment Plant Backwash Upgrade
25_005	Warwick CBD Pedestrian Crossing Upgrade - Tactiles (TGSI)
25_006	Leyburn Tennis Courts Upgrade - Basketball Court Surfacing
25_007	WIRAC Main Pool Filtration Replacement
Number of RFQ's in progress	7*
Number of Contract Numbers Issued	10
Number of Purchase Orders Raised After Invoice Date	75
Inductions done	0
*this figure does not include RFQs we have reviewed but were released by other departments	

ATTACHMENTS

Nil

INFO REPORT | YMCA Monthly Report - May and June 2024

Document Information

	Report To: Ordinary Council Meeting	
	Reporting Officer:	Meeting Date: 21 August 2024
	Community Services Coordinator	ECM Function No/s:

Recommendation

THAT Council receive the May and June 2024 monthly report from the Brisbane Young Men's Christian Association (YMCA) in relation to the operation of the Warwick Indoor Recreation & Aquatic Centre ("WIRAC") and the Stanthorpe Fitness Centre and Pool.

REPORT

A requirement of the contract with the YMCA for the management of the WIRAC and the Stanthorpe Fitness Centre and Pool, is an obligation that the YMCA supply monthly reports relating to the operations of the facilities.

Attached to this Council report are the May and June 2024 monthly reports from YMCA.

ATTACHMENTS

1. YMCA WIRAC Monthly report May 2024
2. YMCA WIRAC Monthly report June 2024
3. YMCA Stanthorpe Monthly Report May 2024
4. YMCA Stanthorpe Monthly Report June 2024
5. YMCA WIRAC Monthly Finance report May 2024 (Excluded from agenda - Provided under separate cover)
6. YMCA WIRAC Monthly Finance report June (Excluded from agenda - Provided under separate cover)
7. YMCA Stanthorpe Monthly Financial report May 2024 (Excluded from agenda -provided under separate cover)



YMCA Warwick (WIRAC) Monthly report for May 2024





EXECUTIVE SUMMARY

This month's report highlights our diverse range of programs and services, successful staffing and training initiatives, financial performance metrics, and significant facility improvements. We were fortunate to host an Osteopath and Clinical Pilates Instructor, who provided free classes to the community. Our ongoing Cancer Survivor Program continues to thrive, and we celebrated Mother's Day with special activities and a competition. Staffing updates include new hires and training initiatives to enhance our service quality. Financial performance shows steady attendance growth across various categories. Facility upgrades and maintenance efforts are on track, ensuring a safe and well-maintained environment for all users. Our business development efforts continue to foster strong community partnerships.

PROGRAMS AND SERVICES

We were pleased to welcome an Osteopath and Clinical Pilates Instructor to our community, offering free Beginner Mat Pilates, Stretch and Mobility, and Strength and Balance classes. These sessions were well-received and accessible to all community members.



To celebrate Mother's Day, we offered free classes for mums and organized a colouring competition for our Learn to Swim students. One lucky student won a beautiful hamper for their mother.





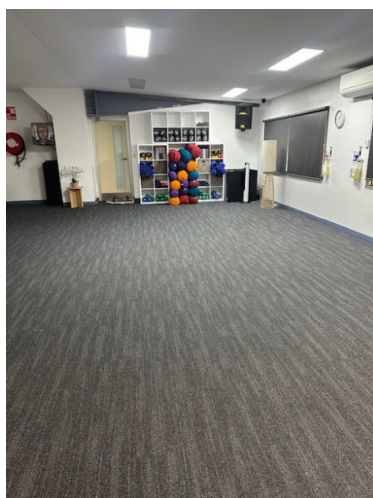
Cancer survivor program

The Cancer Survivor Program remains robust, with participants engaging in weekly sessions to enhance their strength, flexibility, balance, and mobility. The current 12-week program will conclude in June, with a second phase commencing in mid-September.



Health and Wellness

Our Wellness Room is now complete with new storage for equipment. Four new reformers are scheduled for installation in early July, following a brief delay.





STAFFING AND TRAINING

We welcomed a new Customer Service Officer, and an existing team member has transitioned into the role of Admin Coordinator. Additionally, we have recruited another staff member who will complete a Learn to Swim course and training in preparation for the upcoming school swimming season and summer.



Course FEE \$335

LIFEGUARD COURSE

Thursday 4 July + Friday 5 July
9am – 5pm
29 Palmerin Street Warwick (WIRAC)

Ages 16 years and over only

You must register for this course
This course is not intended for certificate renewals.
Please ensure you bring swimwear during the course



SCAN CODE
TO REGISTER

YMCA Warwick Indoor and Recreation and Aquatic Centre
29 Palmerin Street, Warwick 4370
07 4661 7955
wirac@ymcaqueensland.org.au





Attendance-May 2024

		Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24
Fitness Attendance	Members	3280	3699	4047	3551	3880	4635
	Casuals & Visit passes	286	1291	146	164	119	95
	24 hr Access	1952	2003	1816	1677	2005	1868
	Personal Training	64	44	128	111	141	123
	Group Fitness	835	938	2049	1616	2489	2109
Total		6417	7975	8186	7119	8634	8830
Aquatics Attendance	Members	inc above	inc above	inc above	inc above	inc above	inc above
	Casual	1522	3082	1355	1241	1025	791
	Aquatic Sports Ability	12	15	34	24	18	13
	Learn to swim	395	1143	1108	1393	1404	1128
	Squad	102	153	35	120	100	63
	School Swim	1260	0	1171	1206	207	39
	Physio's	65	109	107	66	97	83
	Aqua Aerobics	286	657	575	511	1001	761
Total		3642	5159	4385	4561	3852	2878
Stadium	Junior Futsal	0	0	0	0	60	7
	Schools	425	413	822	697	412	574
	Sports Ability	60	38	146	108	109	64
	Pickleball	30	33	78	74	84	119
	Taekwondo	85	0	0	0	0	0
	Basketball	302	150	512	528	312	
	Netball	0	0	460	840	450	900
	Social Badminton	22	12	13	35	32	16
Total		924	646	2031	2282	1459	1680
OTHER							
Total		0	0	0	0	0	0

Overall Monthly Attendance	10983	13780	14602	13962	13945	13388
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Year to date Overall Attendance **149077**



Attendance for May 2024 saw strong numbers across all categories:

- **Fitness Attendance:** Total attendance increased to 8,830 from 8,634 in April.
- **Aquatics Attendance:** Total attendance was 2,878, slightly down from 3,852 in April.
- **Stadium Attendance:** Total attendance reached 1,680, up from 1,459 in April.
- **Overall Monthly Attendance:** 13,388, slightly down from 13,945 in April.
- **Year-to-date Overall Attendance:** 149,077.

FACILITY UPKEEP AND IMPROVEMENTS

We received a \$34,253 grant from the Gambling Community Benefit Fund. The new hoist for the hydrotherapy pool has arrived and will be operational once the pool reopens. Electronic scoreboards for the courts are also on-site and awaiting installation. New reformers and rowers for the wellness room and gym will be installed in early July. The pool blankets have been purchased and will be installed by the end of June.

MAINTENANCE

1. Air Handling in the Hydro Pool area and bathrooms

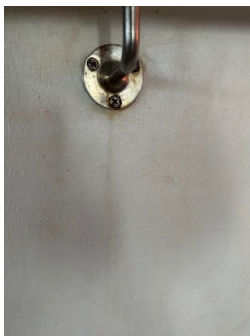
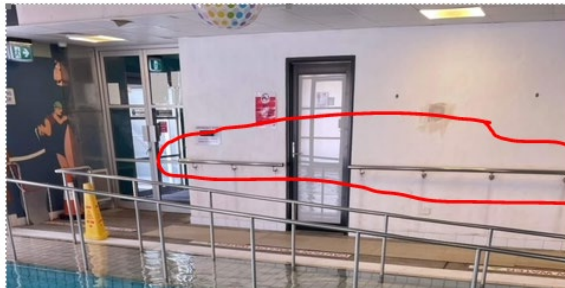
The air handling unit installation is on schedule, expected to arrive in early June.

While the Hydrotherapy Pool is closed for 12 weeks, we request the Council to consider addressing the following maintenance and safety issues that have been identified:

- Rusted support beams and crumbling concrete around the beams require assessment and repair.



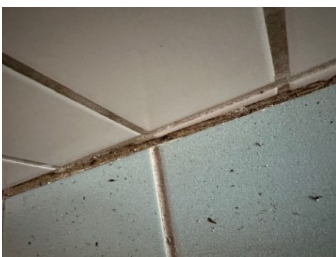
- Stainless steel handrails in poor condition need replacement.



- Pool walls need repainting due to moisture exposure.



- Pool caulking requires resealing to prevent leaks.



- The blanket holder for pool covers is rusted and needs replacement.



- The current chemical controller system is outdated and inefficient and needs replacement.



2. Repairs to the hole in the ceiling above the Grandstand on Pool Deck:

Repairs to the ceiling above the grandstand on the pool deck are complete, but condensation issues persist, affecting the area's appearance and safety.





The Aquatic Hall's air handling system requires urgent attention to address condensation and temperature control issues, which are causing discomfort and safety hazards.





BUSINESS DEVELOPMENT

We continue to collaborate with organizations such as Headspace, St. Mary's School, and Warwick High School Cert III Fitness students. We are also supporting the SDIEA business trainees in organizing the "Largest Jazzercise Class" event.

CONCLUSION

This month has been marked by successful community engagement, robust program participation, and significant progress in facility maintenance and improvements. Our staffing enhancements and financial performance demonstrate our commitment to providing high-quality services. We continue to prioritize safety and operational efficiency in all our endeavours. Our ongoing partnerships and community involvement reflect our dedication to fostering a healthy and active community.





YMCA Warwick (WIRAC) Monthly report for June 2024





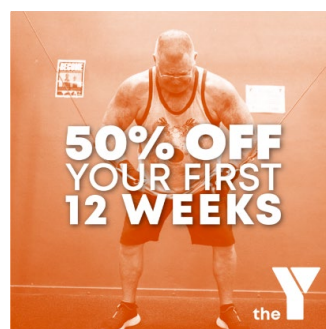
EXECUTIVE SUMMARY

This month's report highlights our recent programs, services, staffing updates, financial performance, facility upkeep, and business development initiatives. Key activities included a successful membership promotion, the conclusion of our cancer survivor program, and significant attendance at Australia's Biggest Morning Tea event. We have also seen positive impacts from the addition of new Pilates reformers. However, overall attendance figures have dropped, primarily due to seasonal factors and facility maintenance issues. We continue to work closely with local organisations, such as SDIEA, to deliver valuable programs to the community.

PROGRAMS AND SERVICES

Membership Promotion

This month, we launched a 50% off First 12 Weeks Fitness Campaign, which will also run through the first half of July. Memberships have recently declined, reflecting industry trends influenced by rising living costs and the winter season.



Cancer survivor program

The 'free' 12-week Cancer Survivor Program concluded in early June, with 18 participants completing the course. Testimonials from participants highlight the program's success in improving physical and mental well-being. Notable feedback includes:

- Lesley Telford expressed gratitude for the supportive atmosphere and the effective exercises that allowed her to regain strength and balance, eliminating her need for a walking stick.
- Nixon Baker praised the variety of exercises and the caring instruction, which helped rebuild his confidence and physical abilities.
- Deeny Kohler-Caporale appreciated the tailored fitness, hydro, and Pilates classes, which were better suited to her post-chemo condition, resulting in fewer aches and improved strength and balance.



Australia's Biggest morning Tea

The event attracted over 100 patrons and raised more than \$1,200 for cancer research through activities, raffles, and refreshments.





Health and Wellness

With the addition of four new reformers, we now offer more Reformer Pilates classes and personal training sessions. Reformer Pilates enhances physical fitness, strength, flexibility, balance, posture, movement, and mental health.



STAFFING AND TRAINING

We held a full team meeting early in the month to discuss upcoming events, training, and procedures. Lifeguard renewals, new lifeguard courses, and First Aid and CPR courses were conducted throughout the month, with all necessary staff attending.





Attendance-June 2024 June

		Mar-24	Apr-24	May-24	Jun-24
Fitness Attendance	Members	3551	3880	4635	3733
	Casuals & Visit passes	164	119	95	73
	24 hr Access	1677	2005	1868	1273
	Personal Training	111	141	123	112
	Group Fitness	1616	2489	2109	1888
Total		7119	8634	8830	7079
Aquatics Attendance	Members	inc above	inc above	inc above	inc above
	Casual	1241	1025	791	749
	Aquatic Sports Ability	24	18	13	15
	Learn to swim	1393	1404	1128	834
	Squad	120	100	63	62
	School Swim	1206	207	39	0
	Physio's	66	97	83	30
	Aqua Aerobics	511	1001	761	581
Total		4561	3852	2878	2271
Stadium	Junior Futsal	0	60	7	0
	Schools	697	412	574	229
	Sports Ability	108	109	64	77
	Pickleball	74	84	119	118
	Taekwondo	0	0	0	0
	Basketball	528	312		193
	Netball	840	450	900	450
	Social Badminton	35	32	16	15
Total		2282	1459	1680	1082
OTHER					
Total		0	0	0	0

Overall Monthly Attendance	13962	13945	13388	10432
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Year to date Overall Attendance

159509



Attendance - June 2024

- Fitness Attendance: Total 7,079, down from 8,830 in May.
- Aquatics Attendance: Total 2,271, down from 2,878 in May.
- Stadium Attendance: Total 1,082, down from 1,680 in May.
- Overall Monthly Attendance: 10,432, down from 13,388 in May.
- Year-to-date Overall Attendance: 159,509.

The decline in attendance is attributed to cold weather and the temporary closure of the hydro pool, plus the inconsistent temperature in the leisure pool.

FACILITY UPKEEP AND IMPROVEMENTS

New reformers, rowers, and pool blankets have been installed, along with two new scoreboards for the netball and basketball courts.

MAINTENANCE

Air Handling in the Hydro Pool area and bathrooms

The air handling project in the hydrotherapy pool area is progressing and expected to complete by early August. However, additional maintenance and safety concerns may impact the pool's reopening. We await council confirmation on the following additional costs:

VN1 Handrails and Caulking: \$41,553.30 VN2 Chemical Controller: \$38,951.25
VN3 Painting, Blanket, and Handrails: \$14,423.31

The council has confirmed that rusted spalling columns will be replaced, but the timeline remains uncertain.

BUSINESS DEVELOPMENT

Collaboration with SDIEA business students will commence in August with the "Promoting Mental Health Wellbeing for Parents and Caregivers in Rural Queensland Program." The wellness program with St Marys students continues bi-weekly, with fitness instructors conducting various classes. Preparations with SDIEA business trainees are intensifying for the "Biggest Jazzercise Class" event during the Jumpers & Jazz festival.

CONCLUSION

This month has been marked by successful program completions and valuable community events, despite the seasonal decline in attendance. Our facility improvements and maintenance projects are progressing, and we continue to foster strong community partnerships. Looking ahead, we anticipate further engagement and positive outcomes from our upcoming initiatives and collaborations.

Page 7 of 8



World's Largest Jazzercise Class

World Record Attempt

Saturday 20th July 2024

Gates open 10am
Class starts @ 10:30am

see our event website for more details and to register
<https://sdiea.my.canva.site/worldslargestjazzercise>

sdiea
Southern Downs Industry Education Association

THE AUSTRALIAN BOOK OF RECORDS

the Y

Jumpers & Jazz in July
18-28 JULY 2024
20TH ANNIVERSARY



YMCA Stanthorpe

Monthly report for May 2024





EXECUTIVE SUMMARY

With temperatures dropping to single digits and our first frosty mornings upon us, gym attendance remains strong, with many new members signing up each week. Despite a slight decrease in class numbers, they are still holding up well for the winter season. Our Mother's Day special, offering new mothers one month of free access to the gym and all classes, resulted in 33 new member sign-ups. This initiative has been fantastic for encouraging community fitness and health. We are now in the process of trying to convert these ladies to long term members.

Our school holiday programs for the June/July holidays are in progress, with the YMCA team actively developing the schedule over the next couple of weeks. Winter is typically a quieter season for the Stanthorpe YMCA, so we will be seeking every opportunity to connect and engage with the community.

PROGRAMS AND SERVICES

Health and Wellness

- Memberships went up from 402 financial members at the end of April, to 414 financial members at the end of May. This is due to the 1 month free for mother's special for Mother's Day.
- 10 members expired or cancelled during the month, a large proportion being backpackers moving on.

Kids Gym Play is looking to be launched in the next month, if everything remains on track. We have 4 staff members who are currently completing their beginners' gymnastic course, so as soon as they are qualified, we will be able to launch. Brand new gear from Hart Sports has arrived and we are excited to launch this program out to the community as soon as possible.

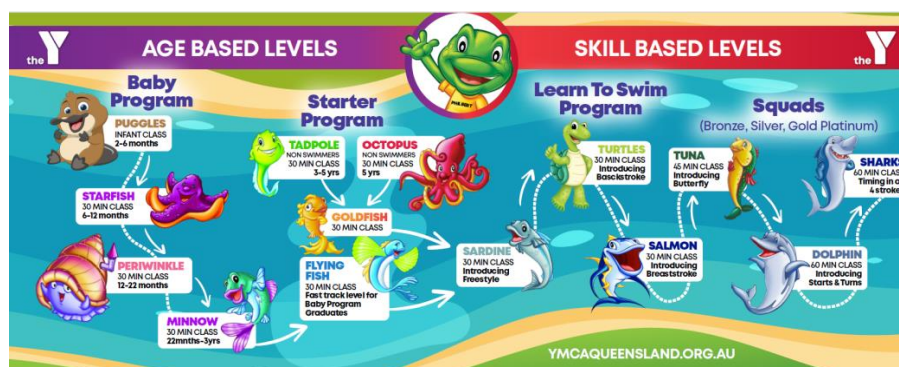




Aquatics

YMCA would like to say a big thank you to Southern Downs Regional Council for accepting the quote for the Lady's Showers to get fixed. We hope that this will be completed soon.

Over the last couple of weeks, the YMCA Swim team has been busy re creating our new 24/25 Learn to Swim program. The program has been done up and is now on our website for clients to book their children in for swimming lessons.



Hire Groups

- 17 hire hours occurred during the month, which was 27 hours down than last month as backpackers are starting to leave for the winter period.

Sports Competitions

The Futsal Season 1, 2024 competition concluded in spectacular fashion with a fantastic and entertaining grand finals event. Held on May 13th, the finals featured five thrilling games, each offering a captivating display of skill and excitement.

Here are some photos below of the winning and runner's up teams:





ATTENDANCE

The total attendance recorded for the month amounted to 3603 individuals, this is down from last month as Futsal has come to an end and Netball is almost in finals time. Fitness attendance has gone up and class and gym users are continually growing. We have also seen a spike in memberships as we had the Mother's Day 1-month free membership. Court Hires have dropped due to backpackers leaving for the winter season.

		Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24
Fitness Attendance	Members	1316	1541	1491	1990	2243	1771	1623	1718	
	Casuals	777	308	390	428	481	401	311	278	
	24 hr Access	0	0	0	0	0	0	0	0	
	Group Fitness	1087	1089	769	1223	1477	1156	1128	1203	
Total		3180	2938	2650	3641	4201	3328	3062	3199	0
Aquatics Attendance	Season & Visit pass	313	318	384	523	468	343	0	0	
	Casual	2197	1147	2877	2282	1317	510	0	0	
	Spectator	120	0	0	0	0	0	0	0	
	Learn to swim	514	661	42	141	424	410	0	0	
	Squad	316	310	23	68	242	73	0	0	
	School Swim	1434	2071	637	121	1696	1157	0	0	
	School Carnivale		137	435	1030	430	0	0	0	
	School Break ups		261	98	0	0	0	0	0	
	Aqua Aerobics	114	146	91	186	226	182	0	0	
Total		5008	5051	4587	4351	4803	2675	0	0	0
Stadium	Indoor Soccer	573	494	123	0	672	802	525	63	
	Netball	168	170	18	0	0	192	144	136	
	Table Tennis	45	41	56	78	56	40	35	42	
	Pickleball	40	43	72	62	96	116	56	95	
	Social Basketball	49	22	37	46	48	56	28	36	
	Social Badminton	55	20	22	36	50	35	43	32	
Total		930	790	328	222	922	1241	831	404	0
Hireage in Hours	Court	16	27.5	14.5	18.5	18	24	33	7	
	Room	8	16	5	6	11	12	11	10	
Total		24	43.5	19.5	24.5	29	36	44	17	0
Overall Monthly Attendance		9118	8779	7565	8214	9926	7244	3893	3603	0
Year to date Overall Attendance				58342						



FACILITY UPKEEP, MAINTENANCE AND IMPROVEMENTS

1. 24/7 update

The hallway door has been installed and it looks great. The elections have done their bit in the lighting. We are now just waiting on FBT security group to do the rest of the renovations so we can launch the 24/7 to the community.



2. Change of Locks on the new doors



A big thank you to Southern Downs Regional Council for taking care of the locks for our new doors that have been installed. The lock Smith came in on the 8th of May to install all new barrels. Now all new doors conform to the council key system. This will now make it easier for us to close at night, when we go 24/7.

3. New Hot Water System

YMCA would like to say a big thank you to southern Downs Regional council for organising 2 new hot water systems for the Centre. On Friday 24th of May, council advised us about a water leak coming out of one of the hot water systems. Council acted quickly and turned off the water supplies. Water Benders came in the next day to temporary fix the leak. On the 30th of May, Water Bender came in and replaced 2 of our hot water systems. They are working really well.



Council Facility Maintenance:

1. Men's and Lady's bathrooms – Fitness Centre Area

Due to numerous complaints about the missing tiles, mould build up and the outdated condition of the bathrooms, the YMCA would like to bring this to the Council's attention. The bathrooms have not been renovated since the Centre was built.



2. Aerobic Room Lights

The YMCA would like to thank the Council for accepting the quote for new aerobic room lights. We've received several complaints about the lighting in the room, and we are now coordinating with the electrician to complete the installation. We look forward to seeing the results of the new lighting.





3. Pool Gate

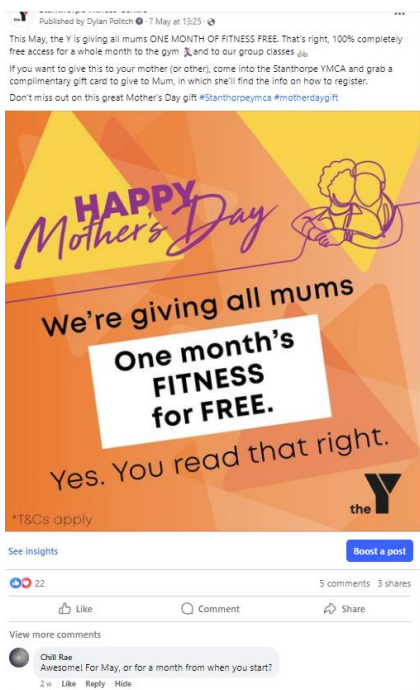
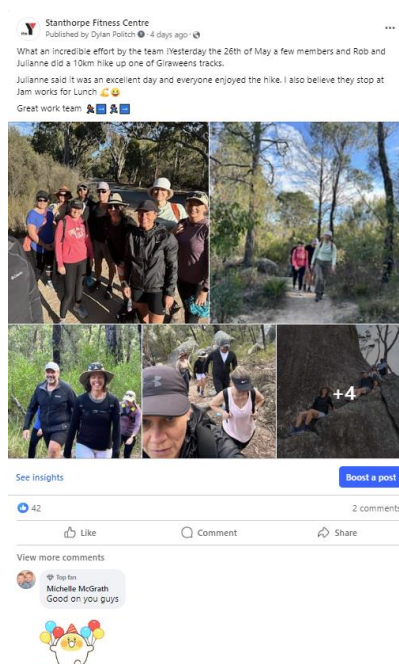
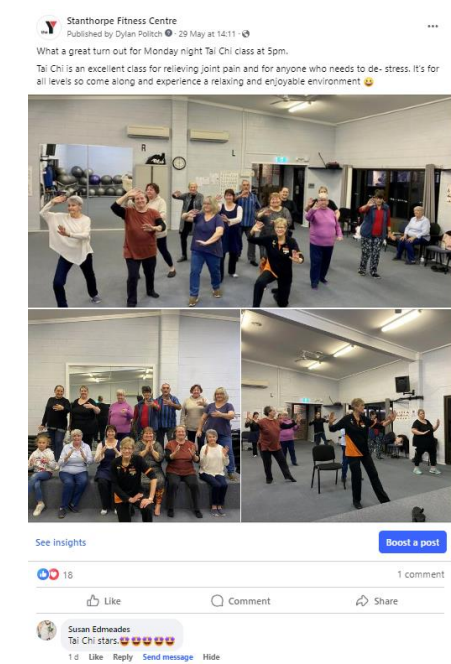
The YMCA would like to bring the following matter to the Council's attention. The pool gate has been broken for quite some time due to a malfunctioning latch. Despite efforts to fix the issue by installing a new latch, the gate remains loose and has sustained significant damage. We believe that installing a new gate is necessary to resolve this issue effectively.





Community Engagement:

We have been actively connecting with the community through Facebook, where our posts have received positive engagement. Additionally, we have received several favorable reviews on Google.





YMCA Stanthorpe

Monthly report for June 2024





EXECUTIVE SUMMARY

Winter has arrived, bringing negative temperatures, but it hasn't stopped our dedicated members from attending group fitness classes and using the gym. With the school holidays upon us, we've noticed a slight slowdown as many members go away on vacation. However, our School Holiday Program has started off on a high note, with many new kids participating in our clinics.

We're excited to announce a major development: starting July 3rd, we are officially launching 24/7 access for all members. The YMCA Stanthorpe team is thrilled to offer this new feature, and based on public interest, we anticipate gaining over 100 new memberships in the coming weeks.

PROGRAMS AND SERVICES

Health and Wellness

- Memberships went down from 414 financial members at the end of May, to 395 financial members at the end of June. This is due to the 1 month free for mother's special for Mother's Day expiring and also school holidays.
- 20 members expired or cancelled during the month.

We are currently in the planning stages to bring the YMCA's Cancer Survivor Program to the Stanthorpe community. This 12-week program will be free for individuals currently undergoing cancer treatment or those who have recently undergone cancer treatment. The program will run twice a week for the duration of the program. We are excited to launch this initiative in September.





Aquatics

We are waiting in anticipation for the upcoming painting of the pool shell. This upgrade will undoubtedly enhance the experience for our swimmers.

We will soon be advertising to the local community, several swim staff positions for the 2024/2025 pool season. Our current team is eagerly preparing for another busy and successful year of swimming.

Hire Groups

- 16 hire hours occurred during the month, which was 1 hour down than last month as backpackers are starting to leave for the winter period.

Sports Competitions

The Ladies Netball Season 1 competition has finished up for the winter period. We had a great Grand Final that was held on the 18th of June. Overall, we had 6 teams in the competition and we hope to see that grow in the season 2 competition that will start in September.





ATTENDANCE

The total attendance recorded for the month amounted to 3145 individuals, this is down from last month as Futsal and Netball has come to an end. Fitness attendance has gone down, and class and gym users have also gone down slightly. Court Hires have dropped due to backpackers leaving for the winter season.

All this is due to the cooler month and also school Holidays. We are expecting a hike in gym members as 24/7 goes live on the 3rd of July.

		Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24
Fitness Attendance	Members	1316	1541	1491	1990	2243	1771	1623	1718	1549
	Casuals	777	308	390	428	481	401	311	278	279
	24 hr Access	0	0	0	0	0	0	0	0	0
	Group Fitness	1087	1089	769	1223	1477	1156	1128	1203	1090
Total		3180	2938	2650	3641	4201	3328	3062	3199	2918
Aquatics Attendance	Season & Visit pass	313	318	384	523	468	343	0	0	0
	Casual	2197	1147	2877	2282	1317	510	0	0	0
	Spectator	120	0	0	0	0	0	0	0	0
	Learn to swim	514	661	42	141	424	410	0	0	0
	Squad	316	310	23	68	242	73	0	0	0
	School Swim	1434	2071	637	121	1696	1157	0	0	0
	School Carnivale		137	435	1030	430	0	0	0	0
	School Break ups		261	98	0	0	0	0	0	0
	Aqua Aerobics	114	146	91	186	226	182	0	0	0
Total		5008	5051	4587	4351	4803	2675	0	0	0
Stadium	Indoor Soccer	573	494	123	0	672	802	525	63	0
	Netball	168	170	18	0	0	192	144	136	48
	Table Tennis	45	41	56	78	56	40	35	42	44
	Pickleball	40	43	72	62	96	116	56	95	76
	Social Basketball	49	22	37	46	48	56	28	36	40
	Social Badminton	55	20	22	36	50	35	43	32	19
Total		930	790	328	222	922	1241	831	404	227
Hireage in Hours	Court	16	27.5	14.5	18.5	18	24	33	7	6
	Room	8	16	5	6	11	12	11	10	10
Total		24	43.5	19.5	24.5	29	36	44	17	16
Overall Monthly Attendance		9118	8779	7565	8214	9926	7244	3893	3603	3145
Year to date Overall Attendance				61487						



FACILITY UPKEEP, MAINTENANCE AND IMPROVEMENTS

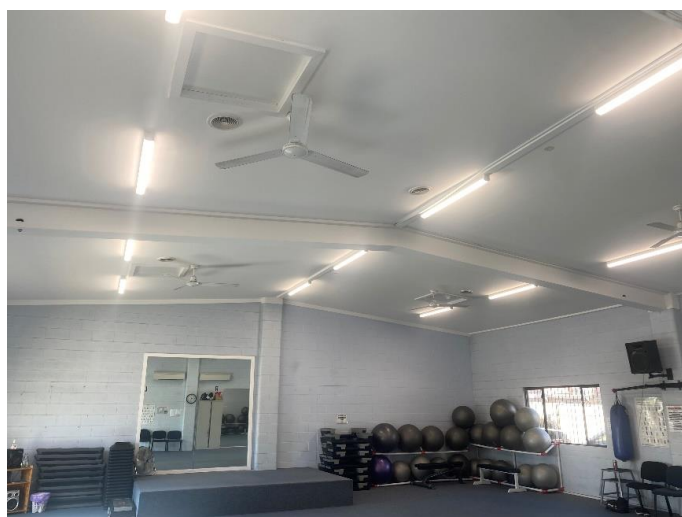
1. 24/7 update

The roller door has been completed and also a first aid kit has been installed. The Y's contractor, FBT has done all the system upgrades needed to get the 24/7 up and running. We have officially made the 3rd of July the launch of the 24/7 access to all members.



2. Aerobic Room Lights

A big thank you to Southern Downs Regional Council for accepting the quote to get the lights done in our aerobics room. The work was completed on the 11th of June. Everyone is loving the new lights as it brightens the room.



3. New TV Antenna

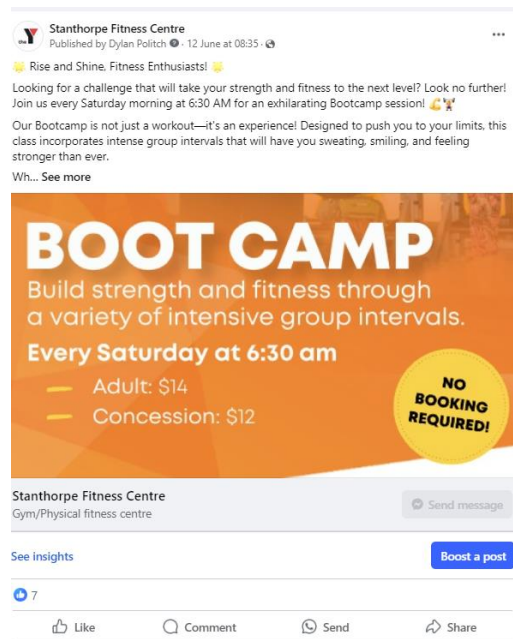
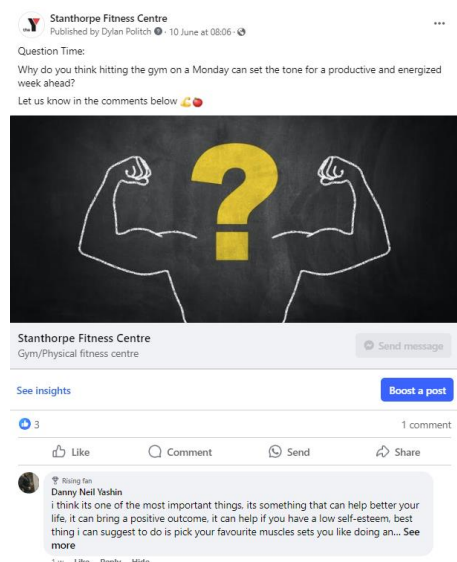
YMCA are working with New Tek to install a new Antenna to put more coverage onto our TV's in the gym area. At the moment we only have about 5 channels running. We hope to get this sorted out in the next couple of weeks.






Community Engagement:

We have been actively connecting with the community through Facebook, where our posts have received positive engagement. Additionally, we have received several favourable reviews on Google.



INFO REPORT | Grants Status Report

Document Information

	Report To: Ordinary Council Meeting	
	Reporting Officer:	Meeting Date: 21 August 2024
	Management Accountant	ECM Function No/s:

Recommendation

THAT Council note the current grants status as at 30 June 2024.

REPORT

This brief on the current status of Council's expected grant revenue reflects both capital and operating grants where funding applications have been successful from the following bodies.

Capital Grant Funding Bodies:

- Blackspot
- Bridge Renewal Program (BRP)
- Building Our Regions (BOR)
- Bushfire Recovery Exceptional Assistance Immediate Support
- COVID Works for Queensland
- Cycle Network Local Government Grants Program (CNLGG)
- Department of Agriculture and Fisheries
- Department of Industry, Science, Energy and Resources
- Department of State Development, Infrastructure, Local Government and Planning
- Department of Regional Development, Manufacturing and Water
- Drought Communities Program - Extension
- Heavy Vehicle Safety & Productivity (HVSP)
- Local Government Grants & Subsidies Program (LGGSP)
- Local Roads and Community Infrastructure Program (LRCI)
- National Water Infrastructure (NWI)
- Queensland Fishing Infrastructure Grants Program 2021
- Queensland Reconstruction Authority (QRA)
- Queensland Resilience & Risk Reduction
- Regional Airports Program
- Roads to Recovery 2019-2024 (R2R)
- School Transport Infrastructure Program
- Transport Infrastructure Development Scheme (TIDS)
- Works for Queensland (W4Q)

Operating Grant Funding Bodies:

- Building Better Regions (BBR)
- Building Better Regions Funding - Sustainability Strategy
- Bushfire Recovery Exceptional Assistance Immediate Support
- Communities Combating Pest & Weed Impact
- Community Environment Program

- Community Recovery - Bushfire Development Officer
- Department of Communities, Housing and Digital Economy
- Department of Employment, Small Business and Training
- Department of Natural Resources, Mines and Energy
- Department of Transport and Main Roads
- Department of Agriculture and Fisheries
- Drought Communities Program - Extension
- Financial Assistance Grant
- First 5 Forever
- First Start Program
- Get Ready Queensland Campaign
- Local Government Grants & Subsidies Program (LGGSP)
- Managing pests during drought
- National Australia Day Council
- Non-recurrent Subsidy Program
- QLD Department of Premier and Cabinet
- Queensland Reconstruction Authority (QRA)
- Queensland Feral Pest Initiative (QFPI)
- Queensland Health
- Regional Arts Development Fund (RADF)
- Regional Skills Investment Strategy (RSIS)
- Regional Tourism Bushfire Recovery
- Saluting Their Service Commemorative Grants Program
- Tech Savvy Seniors
- The Public Library Grant
- Tourism and Events Queensland
- Tourism Recovery Funding
- Transport Assistance Grant
- Walking Local Government Grant 2022-23
- Waste Levy
















An assessment of all grants has been undertaken based on meeting milestones, budgeted expenditure versus actual expenditure and expected completion date. The analysis of this data is reflected by the following colour system.




















- Green – This indicates that the project is progressing within the required timeframe, meeting required milestones and expenditure is within the budget allocated.
- Amber – This indicates that the project is still in construction but is nearing completion date. These projects will be watched to ensure they are completed by the completion date.
- Purple – This indicates that the project is over budget or over time, but remedial actions are being taken e.g. application for extension or variation to amounts.
- Red – This indicates that the project has run over budget and/or completion date without corrective measures to extend the completion date or seek additional funding.
- Grey – This indicates that the project is completed, withdrawn or on hold awaiting approval from the funding body to extend the completion date.

The report also lists the grant applications that have been submitted, but not yet approved by funding providers.

ATTACHMENTS

1. Grant Status Report as at 30 June 2024 - attachment.

Grants Status Report as at 30 June 2024		
Project Type	Project Description	Assessment of Grant
Blackspot 2021/22 \$1,996,000		
Capital	CP800758 - Palmerin St - \$843,000	
Capital	CP800759 - Guy St - \$778,000	
Capital	CP800769 - Bracker Rd/Tooth St/Mardon Rd - \$375,000	
Blackspot 2022/23 \$954,500 (projects completed in the previous financial years removed).		
Capital	CP800907 - Glen Road, Willi St - \$317,000	
Capital	CP800912 - Hendon Deuchar Rd - \$28,500	
Capital	CP800909 - Corundum St - \$85,000	
Capital	CP800906 - Denham Street - \$102,500	
Capital	CP800910 - Albert St - \$66,500	
Bridge Renewal Programme		
Capital	102381 - Homestead Road floodway renewal, Rosenthal Heights (BRP5) - \$1,172,000	
Building Better Regions		
Capital	102185 - Enhanced Stanthorpe Art Gallery - Round 5 - \$2,000,000	
Building our Regions		
Capital	102475 - Market Sq Sewer Rising Mains Replacement - \$3,167,760	
Capital	102598 - Recycled Water Extension to Morgan Park (BOR 6) - \$1,582,726	
Cycle Network Local Government Grants Program		
Capital	102474 - Rosehill Road Shared Pathway Design 21-22 (CNLGGP) \$55,000	
Capital	102472 - Quart Pot Creek Lighting Design 21-22 (CNLGGP) \$20,000	
Capital	102578 - Mount Stirling Road, Glen Aplin School to NE Highway 21-22 (CNLGGP) \$25,000	
Capital	102088 - Dragon, Pratten & Easey St Cycleway Design 18-19 (CNLGGP)	

Grants Status Report as at 30 June 2024		
Project Type	Project Description	Assessment of Grant
Department of Regional Development, Manufacturing and Water		
Capital	102532 - Warwick bores development (DRP Activity 1) Funding for Activities 1 - 5 is to be received at milestones of 20%, 30%, 25% 20% and 5% as per funding agreement. Total funding to be received is \$7,640,000.	
Capital	102532 - Allora bores development (DRP Activity 2) Funding for Activities 1 - 5 is to be received at milestones of 20%, 30%, 25% 20% and 5% as per funding agreement. Total funding to be received is \$7,640,000.	
Capital	102532 - Connolly Dam supply (DRP Activity 3) Funding for Activities 1 - 5 is to be received at milestones of 20%, 30%, 25% 20% and 5% as per funding agreement. Total funding to be received is \$7,640,000.	
Capital	102532 - Warwick Water Treatment Plant Upgrade - Treatment Hub (DRP Activity 4) Funding for Activities 1 - 5 is to be received at milestones of 20%, 30%, 25% 20% and 5% as per funding agreement. Total funding to be received is \$7,640,000.	
Capital	102267 - Warwick Water Treatment Plant Upgrade - Council Pump Upgrade (DRP Activity 5) Funding for Activities 1 - 5 is to be received at milestones of 20%, 30%, 25% 20% and 5% as per funding agreement. Total funding to be received is \$7,640,000.	
Capital	102532 - Investigations (DRP Activity 6)	
Financial Assistance Grant		
Operating	100712 - Accounting Services	
Operating	100748 - Road Maintenance	
First 5 Forever		
Operating	101466 - First 5 Forever 2023-24	
Get Ready Qld Campaign		
Operating	101715 - Get Ready QLD Campaign	
Local Roads and Community Infrastructure Program - \$1,983,482 - Phase 2 (projects completed in the previous financial years removed).		
Capital	102423 - Minor Renewal Allora Outdoor Pool (LRCI) - \$480,000	
Capital	102424 - Upgrade Killarney Pool (LRCI) - \$315,000	
Local Roads and Community Infrastructure Program - \$3,154,682 - Phase 3 (projects completed in the previous financial years removed).		
Capital	102461 - Stanthorpe Streetscape - \$399,682	
Capital	102605 - Regional Urban Design Framework Projects - Dalveen - \$120,000	
Capital	102606 - McGregor Park Ablution Refurbishment - \$250,000	
Capital	102607 - Brock Park Stanthorpe redevelopment of toilets, shelter and playground equipment - \$425,000	
Capital	102587 - WIRAC Switchboard & Emergency Lighting - \$210,000	
Capital	102602 - Lighting and shade sails at Allora Pool - \$20,000	
Capital	102577 - Footpath Replacement Program - \$200,000	

Grants Status Report as at 30 June 2024		
Project Type	Project Description	Assessment of Grant
Local Roads and Community Infrastructure Program - \$3,154,682 - Phase 4 (projects completed in the previous financial years removed).		
Capital	102734 - Mature Tree Planting Program - \$100,000	
Capital	102667 - Willowvale Road Stabilisation - \$206,000	
Capital	102668 - Wallangarra Road Footpath - \$125,000	
Capital	102688 - Playground Maintenance Program - \$120,000	
Capital	102691 - Freestone Road Stabilisation - \$334,000	
Capital	102701 - RTR Program 23-24 Swanfels Road - \$241,000	
Capital	102703 - WIRAC,SFC and Pools - \$222,341	
Capital	102705 - UDF Projects Multiple Locations - \$280,000	
Capital	102706 - Allora Library Works - \$150,000	
Capital	102714 - SafeCity CCTV Renewal Program - \$50,000	
Capital	102720 - Wheatvale Plains Rd Stabilisation - \$128,845	
Capital	102736 - General Allora Community Facility Improvements - \$150,000	
Capital	102737 - Swanfels Rd Drainage - \$300,000	
Non-recurrent Subsidy Program		
Operating	100727 - Warwick State Emergency Services	
Operating	100730 - Stanthorpe State Emergency Services	
National Water Infrastructure Development Fund (NWI) \$480,979 and Building our Regions \$500,000		
Capital	102499 - Treatment Plant Upgrade - Total Project \$980,979	
Queensland Reconstruction Authority		
Capital	102715 - Warwick Dog Off Leash Area - DOLA - \$33,000	
Capital	102325 - Smart Water Metres - \$940,000	
Regional Airport Program - Round 2		
Operating	102525 - Aerodromes - Fencing & Tree Lopping - \$187,210	
Operating	102531 - Aerodromes - Manuals & Training	
Capital	102484 - Runway lighting upgrade - \$89,150	
Regional Arts Development Fund \$41,475		
Operating	100675 - RADF Program 2022/23 and 2023/24	

Grants Status Report as at 30 June 2024		
Project Type	Project Description	Assessment of Grant
Roads to Recovery 2019-2024 - Life of Programme Allocation \$9,464,047		
Capital	102159 - Connolly Dam Rd Sealing (R2R)	●
Capital	102136 - Ford Street Allora Rehab (RTR)	●
Capital	102137 - Village Amenity Sealing (RTR)	●
Capital	102167 - Donnelly's Castle Road Rehab (RTR)	●
Capital	102171 - Upper Wheatvale Rd Widening (RTR)	●
Capital	102174 - Upper Forest Springs Rd Widen/Rehab(RTR)	●
Capital	102178 - Homestead Rd. Widen	●
Capital	102246 - Wallangarra Village Sealing (RTR)	●
Capital	102264 - Border St Wallangarra Widening RTR 19/20	●
Capital	102265 - Forest Plain Road Rehab RTR 19/20	●
Capital	102266 - Mt Colliery Village Sealing (RTR)	●
Capital	102268 - Forde St, Allora Rehab (RTR) CH0.56-0.79	●
Capital	102335 - Churchill Dr-Park Rd RTR 20/21	●
Capital	102340 - Victoria Street Rehabilitation RTR 20/21	●
Capital	102342 - Myrtle Hill Road Rehab RTR 20/21	●
Capital	102351 - Arbutus Road Rehabilitation RTR 20-21	●
Capital	102353 - Lyndhurst Lane Shoulder Seal RTR 20-21	●
Capital	102361 - Jubb & Raff St Allora Sealing RTR 20-21	●
Capital	102362 - Maryvale Village Sealing RTR 20-21	●
Capital	102363 - Town Street, Karara Sealing RTR 20-21	●
Capital	102364 - Wickhams Rd, Elbw Vall Sealing(RTR)20-21	●
Capital	102455 - Barlows Gate Road Upgrade (R2R)	●
Capital	102471 - Pratten Village Sealing RTR 21-22	●
Capital	102567 - Grafton Street Resurfacing	●
Capital	8005617 Victoria St Drainage	●
Capital	CP800767 Churchill Dr/Marshall St intersection	●
Capital	CP800768 Glengallan Rd/Coe St/Murphy St intersection	●
Operating	Special Maintenance 2122	●
Capital	102380 - Connolly Dam Road Culvert	●
Capital	102593 - Condamine River Road Crossings (23-24)	●
Capital	102743 - Glen Niven Rd culvert (PC 14/02/2024)	●
Capital	102744 - Goldfields Rd culvert (PC 19/03/2024)	●
Capital	102745 - Talgai West Rd culvert (PC 19/09/2023)	●
Capital	102746 - Merivale St culvert	●
Capital	102747 - Cosmo La culvert	●

Grants Status Report as at 30 June 2024		
Project Type	Project Description	Assessment of Grant
Roads to Recovery 2019-2024 - Life of Programme Allocation \$9,464,047 - cont.		
Capital	102748 - Connells Bridge Rd	●
Capital	102749 - Kital Rd Bridge repairs (PC 19/07/2023)	●
Capital	102750 - Better Inverts	●
Capital	102757 - Willowvale Road Stabilisation RTR23-24	●
Capital	102759 - Freestone Rd Stabilisation RTR23-24	●
Capital	102756 - Mt Marshall-Clintonvale Rd 23-24	●
Capital	8007858 Big Hill Rd Resheet	●
Capital	8007728 Washpool Rd Resheet	●
Capital	8007882 Mauchs Rd Resheet	●
Capital	8007881 McMasters Rd Resheet	●
Capital	8007816 Emu Swamp Rd Reseal	●
The Public Library Grant		
Operating	100695 - Library Book Purchase	●
TIDS 2023/24		
Capital	102704 - Jack Smith Gully Rd Stabilisation	●
Capital	102719 - Lyndhurst La Stabilisation	●
Capital	102722 - Freestone Rd Stabilisation	●
Capital	102723 - Old Stanthorpe Rd (Ch 7.36 to 10.14)	●
Capital	102724 - Inverramsay Rd (Ch 14.6 to 16.2)	●
Capital	102725 - Non-LRRS Roads Roads Resealing	●
Black Summer Bushfire Recovery Grants Program		
Capital	102491 - Warwick Saleyards Development	●
Queensland Fishing Infrastructure Grants Program 2021		
Capital	102718 - Leslie Dam Toilet Facilities	●
Operating	101589 - Connolly Dam Campground Entrance	●
Sunwater		
Capital	102718 - Leslie Dam Toilet Facilities	●


Grants Status Report as at 30 June 2024		
Project Type	Project Description	Assessment of Grant
Works for Queensland 2021-2024		
Capital	102313 - Relining of Sewer Mains - \$1,300,000	●
Capital	102500 - Washpool facility upgrades - \$200,000	●
Capital	102716 - WIRAC Condition Assessment Project - \$200,000	●
Capital	102460 - Recycle Water to community clubs - \$70,000	●
Capital	102470 - SPS upgrade at Stanthorpe - \$980,000	●
Capital	102241 - Condamine Street pump station upgrade - \$260,000	●
Department of Communities, Housing and Digital Economy		
Operating	102637 - Community Recovery & Resilience Officer Service	●
Operating	102636 - Sheep Meat Hub Business Case	●
Queensland Reconstruction Authority		
Operating	102625 - Southern Downs Fire Trails Project - \$56,320	●
Capital	102191 - Southern Downs Fire Trails Construction and Upgrade Project - \$129,385	●
Operating	102648 - Killarney, Karara and Allora Flood Studies Program	●
Local Government Levy Ready Grants Program		
Capital	102585 - Yangan Waste Transfer Station Design - \$218,750	●
Department of Environment and Science		
Operating	100175 - Illegal Dumping	●
Operating	102732 - Flying-Fox Roost Management - \$18,235	●
2022-23 Walking Local Government Grant		
Operating	102629 - Walking Network Plans - Warwick - \$22,000	●
Operating	102630 - Walking Network Plans - Stanthorpe - \$22,000	●
Queensland Feral Pest Initiative		
Operating	100801 - Pest Animal Control - \$700,000	●
Building Our Regions R4		
Capital	102141 - Extension Recycled Water Warwick (BOR) - Round 4 - \$2,489,906	●
Smart Reticulation and Network Monitoring Program		
Capital	102654 - Smart Reticulation and Network Monitoring Program - \$8,500,000	●

Grants Status Report as at 30 June 2024		
Project Type	Project Description	Assessment of Grant
2022-24 Local Government Grants and Subsidies		
Operating	100742 - Asset Management - \$42,000	
Capital	102313 - Relining of Sewer Mains - \$1,457,100	
Local Led Economic Recovery Program - LLER		
Operating	Small Business Resilience Suite	
Preparing Australian Communities - Local Stream \$405,000		
Operating	OP 0020061 - Flood Study - Killarney	
Operating	OP 0020062 - Flood Study - Karara	
Operating	OP 0020063 - Flood Study - Allora	
Queensland Reconstruction Authority		
Operating	OP 0020055 - SD Condamine & Tributaries Flood Study	
Operating	OP 0020056 - Stanthorpe Flood Study Quart Pot Creek	
Operating	OP 0020057 - Killarney Flood Warning Review	
Operating	OP 0020058 - Leyburn Flood Warning Review	
Operating	OP 0020059 - Flood warning Intelligence	
Operating	OP 0020060 - Warwick Flood Risk Management Study	
Queensland Reconstruction Authority		
Operating	102278 - Flood Event February 2020	
Operating	102422 - March 2021 Weather Event	
Operating	102538 - November 2021 Flood Event	
Operating	102579 - February 2022 Flood Event	
Operating	102580 - April 2022 Flood Event	
Capital	102632 - Flood Recovery Feb 2022 Event	
Capital	102633 - Flood Recovery May 2022 Event	
Capital	102296 - Flood Recovery 19_20 Feb20 Event (QRA)	
Capital	102539 - November 2021 Rain Event (QRA)	
Capital	102493 - March 2021 Rain Event (QRA)	
Waste Reduction and Recycling (Waste Levy)		
Operating	100807 - Waste Facility Administration - State Waste Levy - MSW	

Grants Status Report as at 30 June 2024		
Project Type	Project Description	Assessment of Grant
Grants applications		
Black Spot Program 2024/25		
617	Railway Street/Britannia Street, Stanthorpe - \$23,500	Approved

Infrastructure Services Monthly Status Report

Document Information

	Report To: Ordinary Council Meeting	
	Reporting Officer:	Meeting Date: 21 August 2024
	A/Director Infrastructure Services	ECM Function No/s:

Recommendation

THAT Council receives and notes the Infrastructure Services Monthly Status Report for July 2024, dated 21 August 2024.

REPORT

The Infrastructure Services Directorate has responsibility for capital works planning, design and delivery and multiple operational functions, which are outlined below.

1. Works

- Warwick CBD Pedestrian Crossings – Works almost complete with final line marking underway; wet weather delay.
- Stanthorpe Streetscape – Delay in Ergon lighting approved and team sourcing temporary lighting to make crossing operational.
- Gravel Quarry Pits Investigations – Investigation complete with a Qtr1 budget proposal to progress both Swanfels and Greymare pits, subject to Geotechnical investigations, cost-benefit and stakeholder engagements.
- Team transitioning and planning the delivery of the FY24/25 program – commenced.
- 23-24 TIDS program fully expended.
- 19-24 RTR program fully expended.
- LRCI Phase 3 program fully expended.



Yangan Reservoir Project – civil works in progress

Refer Attachments:-

- 24-25 Works Department Financial Report – 31 July 2024

2. Parks & Operations

Refer Attachment:-

- Parks & Operations Capital Projects Monthly Report – August 2024

3. Water

Capital Projects

- Warwick Smart Meter Installation -
 - New Smart Meters installed in Warwick – 1180 (total 5774 to date)
 - Leaks ceased – 89 (total 560 to date). Potential kL water saved over a year – 87,425 (total 452,801 to date). Potential saving to the customers over a year - \$248,286 (total \$1,285,955 to date)
 - Customer registrations onto the portal - 67 (total 542 to date)
- Unity Water Stanthorpe Monitoring Program - Monitoring Stanthorpe Demand Management Areas (DMA) through our current installed Smart meters for one year and providing reports on potential issues. Program has been extended to the end of October 2024.
- Stanthorpe Sewer Pump Station Upgrade - Emergency storage tanks for 3 SPSs. Contract awarded. Redesign of SPS due to change in tank specification completed. Construction underway.
- Market Square Rising Main Replacement Contract – Carrying out the final connections to the existing infrastructure. Contract to be complete in August.
- ALARP (as low as reasonably practicable) Study for Connolly Dam – The Dam Regulator requires a final Safety Review Report to be submitted by 31 December 2025. The core drilling of dam wall is complete and samples have been sent off for testing. Awaiting the final report.
- The Toowoomba to Warwick (T2W) Pipeline Project – Operations and Maintenance (O&M) monthly meetings continue. SEQ Water and SMEC undertaking costing on various scenarios and the maintenance implications are being developed as well as trigger points for utilising the various sources in the event of a drought. Considerations include pipeline material selection, specification for the Allora reservoir and operation of the Allora bores independently of the T2W pipeline. SEQ Water operational costings under review currently. Working on all required agreements.
- Leslie Dam Delivery Main - Due to the size of this project it will be carried over into the 2024/25 financial year. The 80% design received for staged delivery. Design completed for some connection details and construction on these can commence. Issued For Construction (IFC) drawings have been received for the two main piers allowing construction of these to commence. Obtaining quotes for this work. Planned completion of all project stages August 2025.
- Stanthorpe STP Upgrade – Council approved the Concept Design in December 2023 and the Concept Design Report has been submitted to the Regulator. Progressing a revised Environmental Authority (EA) with the Regulator. Engaged the consultant to assist with the preparation of the EA application. Design funded in 2024/25, with construction subject to grant funding in future years. Design phase to be progressed.
- Morgan Park Recycled Main Project –Project complete.
- Yangan Reservoir Project – Installation of water mains complete. Survey Plans of new Lot and Easement complete. Access track construction underway. Planned completion of reservoir is September 2024.

- Connolly Dam Inlet Project – This project is for both desilting around the outlet and for concept design to replace the outlet pipe. Desilting contract awarded with works to commence early August 2024. Inspection of tower, pipe and tunnel complete, consultant working on concept design.
- Storm King Dam Retensioning – Tender awarded. Works to commence late mid August 2024.

Drought Resilience Project – Monthly Update

	Project Objective	Status Update
Activity 1	Developing water supply from bores in the Cunningham Alluvium to Warwick	Complete
Activity 2	Development of the Allora Borefield (Dalrymple Creek Alluvium)	Complete
Activity 3	Water supply from Connolly Dam to the Warwick Water Treatment Plant (WTP)	Complete
Activity 4	Blending and Pre-treatment Facility - Warwick WTP Upgrade	Concept design is complete, commencing with the detailed design. Detailed design is progressing.
Activity 5	Extraction of water from below the minimum operating level (MOL) at Leslie Dam by SDRC (about 74% of dead storage)	Sunwater have awarded the contract and the contractor will commence purchase of the necessary equipment. The pumps are on order from overseas. The contractor is busy with 100% design stage.
Activity 6	Investigation of market availability of groundwater entitlements, test bore locations and system integration.	Complete

Monthly Water Graphs

Recording and reporting of Water Demand, Bore Production and Consumption data, including Waste Water Recycled Water Schemes data to regulatory requirements.

Water graphs are available on the Southern Downs Regional Council website. See link below:-

<https://www.sdrc.qld.gov.au/living-here/environment-water-waste/water-wastewater/water-wastewater>

4. Risks and Key Focus Areas

- Safety Reset program – Teams progressing well, including focusing on current works.
- Toowoomba to Warwick Pipeline - Meetings ongoing and officers working with SEQ Water, State Government (DRDM&W) and TRC to progress and resolve issues and risks.
- January 2024 REPA submissions are in progress
- Condamine River Road Working Group meeting held and progressing action item
- The Department is currently experiencing an increase in community requests/merits, road corridor management assessments and engineering investigations.

ATTACHMENTS

1. 23-24 Works Department Financial Report – 31 July 2024
2. Parks and Operations Capital Projects Monthly Report – August 2024

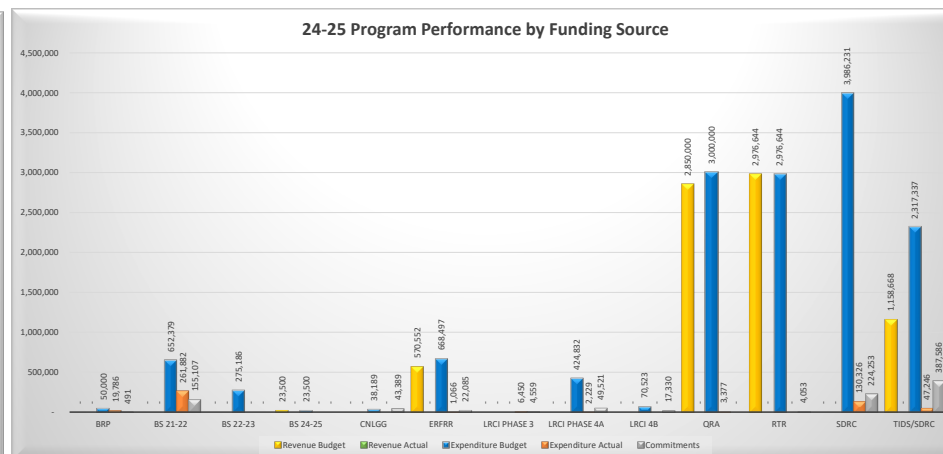
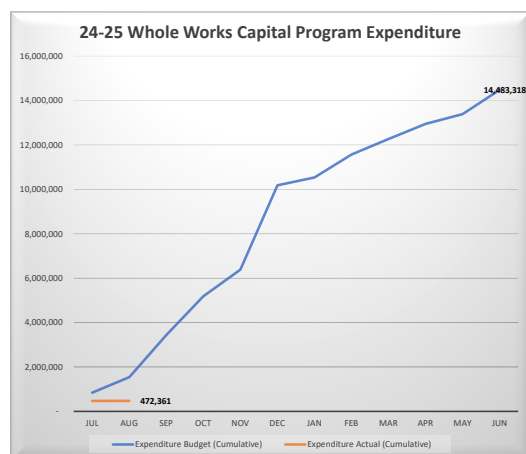
Item 12.2 Organisation Information Reports July 2024
Attachment 5: Infrastructure Services Monthly Status Report



INFRASTRUCTURE SERVICES
24-25 Works Department Financial Report 2024-07-31

Works Capital
Page 1 of 1

24-25 WORKS Department Financial Report 2024-07-31														
Project Name	Funding Source	Funding Ratio External:SDRC	External Funding (Whole of Project)	Revenue Budget	Revenue Actual	Revenue Yet to be Received	Previous Years Expenditure	Expense Budget	Expense Actual	Commit	Actual + Commit	Left to Spend (Budget - Actual Exp)	Status/Comment	
102381 - Homestead Road Bridge Construction (BRP)	BRP	80:20	1,172,000	-	-	-	1,179,453	50,000	19,786	491	20,277	29,723	Completed. Awaiting final invoices.	
102456 - Black Spot Program 21-22	BS21-22	100:0	4,300,000	-	-	-	2,327,805	652,379	261,882	155,107	416,989	235,390	Palmerin St & Guy St Crossings: Works nearing completion. Bracker Rd/Tooth St/Mardon Rd: Works being scheduled.	
102600 - Black Spot Program 22-23	BS22-23	100:0	1,909,000	-	-	-	706,211	275,186	-	-	-	275,186	Glenn Rd/Willi St: Investigations continuing. Variation request to turn Willi St into a cul-de-sac progressing.	
102790 - Railway St-Britannia St Signage BS24-25	BS24-25	100:0	23,500	23,500	-	23,500	-	23,500	-	-	-	23,500	New project.	
102472 - Quart Pot Creek Lighting (CNLGGP)	CNLGG	50:50	20,000	-	-	-	20,252	12,709	-	12,709	12,709	-	Preliminary designs being considered by CNLGG.	
102474 - Rosehill Road Cycleway (CNLGGP)	CNLGG	50:50	55,000	-	-	-	56,369	25,480	-	25,480	25,480	-	Amended Preliminary designs submitted to CNLGG.	
102578 - Mt Stirling Rd Footpath GlenAplin (CNLGGP)	CNLGG	50:50	25,000	-	-	-	63,005	-	-	5,200	5,200	5,200	Completed.	
102577 - Footpath Replacement LRCI3	LRCI3	100:0	200,000	-	-	-	192,512	-	6,450	4,559	11,008	11,008	Completed. Awaiting final invoices.	
102608 - Wallangarra Road Footpath LRCI4A	LRCI4A	100:0	125,000	-	-	-	168	124,832	2,229	-	2,229	122,603	Design completed, awaiting TMR approval.	
102737 - Swanfels Rd Drainage LRCI4A	LRCI4A	100:0	300,000	-	-	-	-	300,000	-	49,521	49,521	250,479	Works being scheduled.	
102691 - Freestone Creek Rd Stabilisation LRCI4B	LRCI4B	100:0	334,000	-	-	-	316,979	17,021	-	7,209	7,209	9,812	Stabilisation completed, minor works being scheduled.	
102720 - Wheatvale Plains Rd Stabilisation LRCI4B	LRCI4B	100:0	128,845	-	-	-	75,915	53,502	-	10,121	10,121	43,381	Stabilisation completed, minor works being scheduled.	
102741 - Eassey St Drainage LGIP/ERFRR	ERFRR	0:100	1,141,104	570,552	-	570,552	31,110	668,497	1,066	22,085	23,151	645,346	Flood mitigation options analysis progressing.	
102632 - Flood Recovery Feb 2022 Event (QRA)	QRA	90:10	4,927,241	-	-	-	2,975,524	-	3,377	-	3,377	-	Completed.	
102633 - Flood Recovery May 2022 Event (QRA)	QRA	90:10	14,084,415	-	-	-	18,699,645	-	-	-	-	-	Completed.	
102795 - Flood Recovery Jan 2024 Event (QRA)	QRA	90:10	2,700,000	2,850,000	-	2,850,000	-	3,000,000	-	-	-	3,000,000	New project.	
102773 - Gilchrist Rd Resheet RTR24-25	RTR	100:0	257,544	257,544	-	257,544	-	257,544	-	-	-	-	257,544	New project.
102775 - Top Swanfels Rd Drain-Rehab RTR24-25	RTR	100:0	789,100	789,100	-	789,100	-	789,100	-	-	-	-	789,100	New project.
102776 - East Street Road Rehabilitation RTR	RTR	100:0	1,200,000	1,200,000	-	1,200,000	-	1,200,000	-	1,306	1,306	1,198,694	New project.	
102792 - Railway St Rehabilitation RTR24-25	RTR	100:0	380,000	380,000	-	380,000	-	380,000	-	-	-	380,000	New project.	
102802 - Hutchisons La Floodway RTR24-25	RTR	100:0	200,000	200,000	-	200,000	-	200,000	-	1,306	1,306	198,694	New project.	
102811 - Footpath Missing Links/ Replacement	RTR	100:0	150,000	150,000	-	150,000	-	150,000	-	1,440	1,440	148,560	New project.	
102803 - Leyburn Stormwater Investigation	SDRC	0:100	-	-	-	-	76,319	75,000	1,265	35,871	37,136	37,864	Detailed design progressing.	
102669 - Reseal Program 23-24	SDRC	0:100	-	-	-	-	964,686	-	4,741	50	4,791	4,791	Completed.	
102686 - Footpath Replacement 23-24	SDRC	0:100	-	-	-	-	22,388	50,000	16,882	512	16,370	33,630	In progress.	
102687 - Replace Damaged Kerb and Channel 23-24	SDRC	0:100	-	-	-	-	17,954	81,010	2,148	10,029	12,177	68,833	In progress.	
102707 - Drainage Improvement Program 23-24	SDRC	0:100	-	-	-	-	410,920	20,425	3,936	103,863	107,799	87,374	Completed. Awaiting final invoices.	
102712 - Resheet Gravel Roads (ex LRRS) 23-24	SDRC	0:100	-	-	-	-	651,695	100,000	67,123	27,517	94,640	5,360	Completed. Awaiting final invoices.	
102721 - Roona Rd Culvert Replacement	SDRC	0:100	-	-	-	-	145,934	50,000	-	11,456	11,456	38,544	Completed. Awaiting final invoices.	
102740 - Cox Bridge Victoria St, Warwick (BRP)	SDRC	0:100	-	-	-	-	11,703	21,312	865	-	865	20,447	Late expenditure.	
102742 - Verney Dr Turnaround Rehabilitation	SDRC	0:100	-	-	-	-	48,566	35,000	33,366	13,961	47,327	12,327	Completed. Awaiting final invoices.	
102760 - Condamine River Rd CCTV Relocation	SDRC	0:100	-	-	-	-	58,500	23,000	-	-	-	23,000	Completed.	
102774 - Resheet Gravel Roads (ex LRRS) 24-25	SDRC	0:100	-	-	-	-	-	481,548	-	1,306	1,306	480,242	New project.	
102777 - Fairwill Dr Rehabilitation	SDRC	0:100	-	-	-	-	-	75,000	-	-	-	75,000	New project.	
102793 - Tannymorel Rd Widening Design	SDRC	0:100	-	-	-	-	-	50,000	-	-	-	50,000	New project.	
102796 - Oak Av, Percy St, Canning St Stormwater	SDRC	0:100	-	-	-	-	-	100,000	-	-	-	100,000	New project.	
102797 - Replace Damaged Kerb and Channel 24-25	SDRC	0:100	-	-	-	-	-	100,000	-	-	-	100,000	New project.	
102798 - Drainage Improvement Program 24-25	SDRC	0:100	-	-	-	-	-	1,078,125	-	19,405	19,405	1,058,720	New project.	
102799 - Reseal - Rehab Program 24-25	SDRC	0:100	-	-	-	-	-	1,645,811	-	1,306	1,306	1,644,505	New project.	
102723 - Old Stanthorpe Rd - TIDS 23-24	TIDS	50:50	180,032	-	-	-	366,430	-	37,362	32,860	70,222	70,222	Completed.	
102724 - Inverramsay Rd TIDS 23-24	TIDS	50:50	52,000	-	-	-	112,511	-	315	-	315	-	Completed.	
102725 - Non-LRRS Roads Resealing TIDS 23-24	TIDS	50:50	50,000	-	-	-	102,496	-	-	4,349	4,349	-	Completed.	
102794 - Goomburra Rd Reseal TIDS 24-25	TIDS	50:50	100,000	100,000	-	100,000	-	200,000	-	-	-	200,000	New project.	
102800 - Non-LRRS Roads Resealing TIDS 24-25	TIDS	50:50	78,440	78,440	-	78,440	-	156,880	-	-	-	156,880	New project.	
102801 - Inverramsay Rd TIDS 24-25	TIDS	50:50	451,252	451,252	-	451,252	-	902,505	-	1,306	1,306	901,199	New project.	
102803 - Old Stanthorpe Rd Rehab 23-25	TIDS	50:50	528,976	528,976	-	528,976	-	1,057,952	9,569	349,070	358,639	699,313	New project.	
				7,579,364		7,579,364	29,635,049	14,483,318	472,361	908,374	1,380,735	13,102,583		
									3%		10%			




Acronyms:
BRP Bridge Renewal Program
BS Black Spot
CNLGG Cycle Network Local Government Grant
LRCI Local Roads & Community Infrastructure
LGIP Local Government Infrastructure Plan
RTR Roads to Recovery
SDRC Southern Downs Regional Council
TIDS Transport Infrastructure Development Scheme

PARKS & OPERATIONS CAPITAL PROJECTS MONTHLY REPORT - AUGUST 2024							
Project	Total Project Funding	Full Year Expense Budget	Year to Date Expense Actual	Commitments	Actual + Commitments	Expense Variance (Budget less Actual+Comms)	Comments
101249 - Plant Replacement Program	\$7,859,000.00	\$7,859,000.00	\$33,500.00	\$2,103,358.00	\$2,136,858.00	\$5,722,142.00	Annual procurement underway
102461 - Stanthorpe Streetscape	\$1,099,364.00	\$259,502.00	\$112,124.00	\$57,573.00	\$169,697.00	\$89,805.00	Hard streetscape elements complete. Crossing lighting awaiting Ergon availability to complete connection. Works Department continue to manage this. Green elements to be delivered in line with the streetscape plan, with planting in Spring by Parks and Gardens team.
102563/102608 - Council depots refurbishment and improvements	\$246,000.00	\$191,697.00	\$0.00	\$12,250.00	\$12,250.00	\$179,447.00	Business case being finalised with consolidation of this and funding from 102789 to undertake refurbishment of Warwick depot administration office
102688 - Playground Management Program LCRI4	\$120,000.00	\$120,000.00	\$0.00	\$0.00	\$0.00	\$120,000.00	Procurement through Local Buy being finalised for renewal/refurbishment of priority playgrounds based on risk assessment
102718 - Leslie Dam Boat Ramp Ablution Block	\$327,273.00	\$120,000.00	\$675.00	\$133,157.00	\$133,832.00	-\$13,832.00	First block delivered with second block to be delivered in September. Strategy and Sustainability Department delivering project. Peripheral work to be undertaken to finalise site and make it suitable for long term use
102711 - Water Truck Replacement	\$380,000.00	\$380,000.00	\$0.00	\$0.00	\$0.00	\$380,000.00	Partial procurement undertaken and awaiting delivery timeframe for trucks to then order tanks and install.
102713 - Trimble GPS Grade Control Equipment	\$300,000.00	\$300,000.00	\$0.00	\$0.00	\$0.00	\$300,000.00	Procurement underway
102789 - Depot and Administration Building	\$160,000.00	\$160,000.00	\$0.00	\$0.00	\$0.00	\$160,000.00	Business case being finalised with consolidation of this and funding from 102563/102608 to undertake refurbishment of Warwick depot administration office.
102804 - Community Infrastructure - Memorials	\$20,000.00	\$20,000.00	\$0.00	\$0.00	\$0.00	\$20,000.00	Project Management Plans to be developed- external contractor to be engaged to deliver them.
102805 - Community Infrastructure - Open Spaces	\$433,000.00	\$433,000.00	\$0.00	\$0.00	\$0.00	\$433,000.00	Project Management Plans to be developed- external contractor to be engaged to deliver them.
102806 - Community Infrastructure - Buildings	\$590,000.00	\$590,000.00	\$0.00	\$0.00	\$0.00	\$590,000.00	Project Management Plans to be developed- external contractor to be engaged to deliver them.
TOTAL	\$11,534,637.00	\$10,433,199.00	\$146,299.00	\$2,306,338.00	\$2,452,637.00	\$7,980,562.00	

Planning & Environmental Services Monthly Status Report

Document Information

	Report To: Ordinary Council Meeting	
	Reporting Officer:	Meeting Date: 21 August 2024
	Managers – Planning & Environmental Services	ECM Function No/s:

Recommendation

THAT Council notes the operational details as outlined in the Planning & Environmental Services Monthly Status Report.

REPORT

Planning and Development

- Works are continuing in Leyburn at the tennis court site as part of the Local Roads and Community Infrastructure Program – Phase 4. The concrete slab for the multi-purpose court has been laid, a gate has been installed to restrict vehicle access to the site, however still allowing pedestrian access, and signage has been erected. The park infrastructure is scheduled to be relocated from Liberator Park to the tennis court site on 19 August 2024. The surfacing of the multi purpose court cannot occur within 28 days of the concrete being laid, however appointing a contractor is progressing. The Leyburn Progress Association has been active in providing support and feedback to Council throughout this project.
- On 25 July 2024 the first meeting of the revised Shaping Southern Downs Committee was held. The minutes from this meeting will be presented to the September 2024 Ordinary Council Meeting.
- On 26 July, 2 August and 13 August 2024 further requests for information and comments have been received from the State Government in relation to the new Southern Downs Planning Scheme.
- The Department of Housing, Local Government, Planning and Public Works have outlined that initial work is being undertaken to progress the development of a new Darling Downs Regional Plan. Further updates will be provided to Councillors as this progresses.
- The backflow prevention register program is continuing with 390 devices now tagged and 272 devices which have been previously identified.

Environmental Services

- Cameras have been placed at the Pozieres, Glen Aplin and Amiens Unsupervised Bin Compounds to monitor illegal dumping. In addition, a mobile camera trailer has been purchased which will be utilised to monitor illegal dumping hotspots. These cameras are a part of the State Government Illegal Dumping Partnerships Program in which Council is participating. As part of this program, Council has a designated Illegal Dumping Compliance Officer to address littering and illegal dumping behaviours in the region, and the officer will also be responsible for monitoring the new cameras.

- Construction works at the Yangan Waste Transfer station are due to commence on Monday the 19th of August. This upgrade to the facility is required to ensure compliance with *the Waste Reduction and Recycling Act 2011*, and is partly funded through the State Government's Levy Ready Grants Program.
- The Regulatory Services team have been working with the organisers of Jumpers and Jazz in July and Leyburn Sprints, to ensure the events have been run in compliance with Council's legislation, including operation of temporary entertainment events and food safety.
- Council's routine coordinated ground baiting targeting wild dogs, foxes and feral pigs will occur on the 21-23 August.
- Amendments to the *Animal Management (Cats and Dogs) Act 2008* commenced at the end of July. The changes are primarily relating to regulated and dangerous dogs. A significant change is the increase to \$806 for on-the-spot fines for responsible persons who do not have their dog under effective control in a public place.
- The Local Laws team have introduced a new backdrop for photos of impounded animals, to help in the process of finding the animals a new home. An example is below:



Conclusion / Summary


The activity update is presented to Southern Downs Regional Council on regular activities undertaken by the Planning and Environmental Services Directorate which included Economic Development.

ATTACHMENTS

Nil

12.3 2024 LGAQ Annual Conference Attendance

Document Information

	Report To: Ordinary Council Meeting	
	Reporting Officer:	Meeting Date: 21 August 2024
	Chief Executive Officer	ECM Function No/s:

Recommendation

THAT Council consider the attendance of Councillors to the 2024 LGAQ Annual Conference being held in Brisbane from 21 - 23 October 2024.

REPORT

Background

Nil.

Report

The purpose of this report is to consider the attendance of Councillors at the upcoming 128th LGAQ Annual Conference.

The annual LGAQ conference is scheduled for 21 – 23 October 2024 in Brisbane. The theme for this year's conference is "Don't Leave Local Communities Behind".

A copy of the conference program is provided as **Attachment 1**.

Council's LGAQ membership subscription entitles Council to be represented at the Conference by two delegates. Council is asked to consider the endorsement of delegates to represent Council at this Conference.

FINANCIAL IMPLICATIONS

Registration for two delegates is included in the annual LGAQ subscription.

Other costs will include travel, accommodation and meals.

Council makes provision in the annual budget for attendance by elected members at various conferences and events.

RISK AND OPPORTUNITY

Risk

Nil.

Opportunity

The LGAQ Annual Conference provides a unique opportunity to network with peers, external agencies and State members.

COMMUNITY ENGAGEMENT

Internal Consultation

Nil.

External Consultation

Nil.

LEGAL / POLICY

Legislation / Local Law

Nil.

Corporate Plan

Goal 1 Our People

Outcome: 1.1 Communities trust us to engage with them and advocate on their behalf.

Objective: 1.1.1 Advocate for Councillor, staff and community representation on government and non-government committees and task forces relevant to the region.

Goal 4 Our Performance

Outcome: 4.5 We have genuine and effective partnerships.

Objective: 4.5.1 We act in an honest, open and respectful way to build strong relationships, partnerships and trust with our stakeholders at all levels of the organisation.

Policy / Strategy

Nil.

ATTACHMENTS

1. 128th LGAQ Annual Conference Program [↓](#)





PLATINUM



GOLD



SILVER



Part of Energy Queensland



QUEENSLAND
TREASURY
CORPORATION



VisionHQ®



ICE - CREAM
PARTNER

COFFEE
PARTNER





WELCOME TO BRISBANE

Welcome to Brisbane for the 128th Local Government Association of Queensland Annual Conference.

Whether it's roads, rubbish, playgrounds or community events, local government has an impact on almost everything people interact with on a day-to-day basis.

As Australia's largest local government, I'm proud to welcome you to our city so we can learn from each other and advocate together to make our communities better.

Brisbane is one of Australia's fastest growing capital cities and our state is growing too with more people choosing to live and work here.

Councils are closest to their community and we continue to take on more costs and responsibilities while the Federal and State governments collect 97 per cent of all taxation revenue.

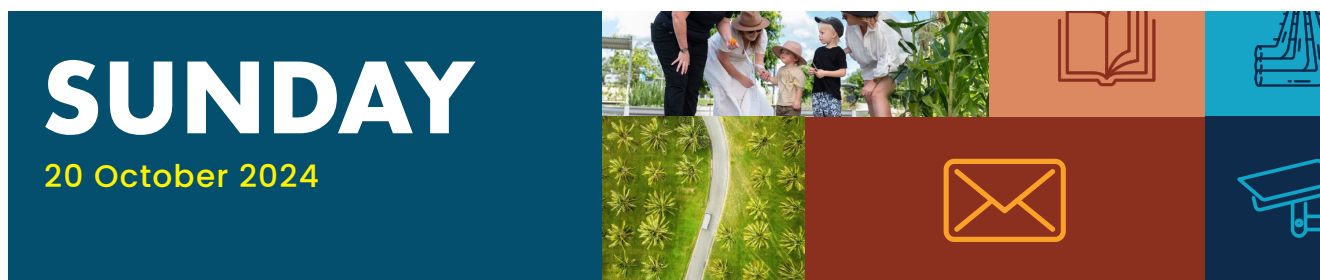


Over the next few days, I look forward to discussing how we can work together to advocate for better outcomes for our community and build on the great momentum our state is experiencing to make our communities even better.

I hope you enjoy Brisbane's incredible lifestyle while you're here and take the time to support local business while exploring everything our city has to offer during your stay.

Lord Mayor Adrian Schrinner
City of Brisbane

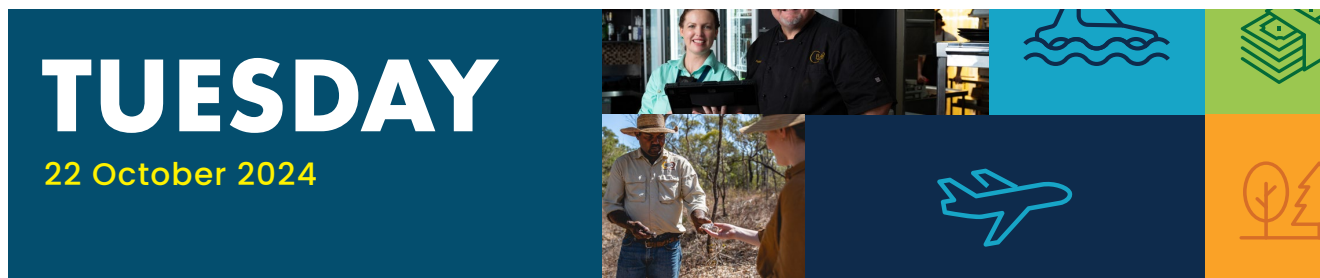




Time	Topic
12:00pm – 4:30pm	Policy Executive Meeting
9:00am – 10:30am	Peak Services Professional Development Courses Dealing with Confrontational People The 21st century has been coined the 'Age of Rage'. With ongoing pressures in work, social, financial and personal lives, people can become verbally volatile and demonstrate their annoyance towards our leaders. Learning how to manage confrontational people is an essential skill. By teaching effective listening and responding, participants will learn how to neutralise anger and increase safety for themselves and the community at large.
1:00pm – 4:00pm	Rates and Charges for Elected Members For many councils, rates, levies, fees and charges are their main source of revenue besides Queensland and Australian government grant funding. Our program covers how rates and charges are calculated, the Acts and Regulations that apply to the decision-making process and how to evaluate and determine the range of services required by councils to help establish rates charges. Topics covered include the relevant legislation, revenue raising and rating scenarios. This rates and charges foundation skills program will provide an overall understanding of your responsibilities as a Queensland elected member.
2:00pm – 5:00pm	Registration Delegates, observers, trade, corporate and accompanying persons



Time	Topic
8:00am – 5:00pm	Registration Delegates, observers, trade, corporate and accompanying persons
10:00am – 2:00pm	Indigenous Leaders Forum
11:30am – 12:30pm	Lunch
12:15pm – 12:30pm	New attendee session: What you need to know about the LGAQ Annual Conference
12:30pm – 2:30pm	Roads and Transport Forum
2:30pm – 3:00pm	Optional Sessions Session 1: The employee value proposition – leveraging your council as a great place to work! Session 2: Newly elected mayors – strategies for successful leadership
3:00pm – 3:30pm	Afternoon Tea
3:30pm – 5:00pm	Council Segment Forums Rural and Remote councils Resources councils SEQ councils Coastal councils
Welcoming Ceremony	
5:20pm – 5:50pm	5:20pm Welcome to Country
	5:30pm Welcome to Brisbane Cr Adrian Schrinner, Lord Mayor of Brisbane
	5:35pm Response Mayor Matt Burnett, Gladstone Regional Council and Acting President, LGAQ
	5:45pm Sponsor Address Tim Fynes-Clinton, Executive Partner, King & Company
5:50pm – 7:30pm	Networking Event Trade Exhibition Hall
7:15pm	Young Councillor Cohort Networking Event Sponsored by Brighter Super



Time	Topic
7:00am – 8:30am	CEO Breakfast Sponsored by Telstra
8:00am – 5:00pm	Registration Delegates, observers, trade, corporate and accompanying persons
8:30am	Welcome Master of Ceremonies Tim Cox, Communications Advisor, LGAQ
8:35am	Call to Order and Acting President Address Mayor Matt Burnett, Gladstone Regional Council and Acting President, LGAQ
8:45am	Presentation of the Policy Executive
8:55am	CEO Reflection and scene setting Alison Smith, Chief Executive Officer, LGAQ
9:00am	Official Opening
9:15am	Cruel Summer – Lessons learned from the 2023/24 disaster management season Major General Jake Ellwood, CEO, Queensland Reconstruction Authority Cr Tom Tate, Mayor, City of Gold Coast Brendan Moon, CEO, National Emergency Management Agency
9:45am	Emerging issue
9:55am	Don't leave local communities behind with insurance – A better deal for local communities in Australia's most disaster-prone state Facilitated by: Alison Smith, CEO, LGAQ Cr Shaun (Zoro) Radnedge, Mayor, Murweh Shire Council Cr Amy Eden, Mayor, Cairns Regional Council Ian Leckenbv. Chair. LGMS

10:25am	Sponsor Address – Telstra
10:30am	Morning Tea
11:00am	Council Showcases Part 1 Coastal Rural & Remote First Nations
12:00pm	Sponsor Address – Department of Housing, Local Government Planning and Public Works
12:05pm	Lunch
1:05pm	Council Showcases Part 2 Resources SEQ CEO's pick
1:35pm	Sponsor Address – Brighter Super
1:40pm	State Opposition update David Crisafulli MP, Leader of the Opposition, Shadow Minister for Tourism, Shadow Minister for Olympics and Paralympics
1:55pm	Stop the Cost Shift to communities
2:20pm	ALGA update
2:30pm	Federal Opposition update
2:40pm	Afternoon Tea
3:10pm	Vote for Local Scorecard Analysis
3:40pm	Peak Services update
3:50pm	Emerging Issue
4:15pm	Close day 2
6:15pm	Awards Ceremony and Gala Dinner Dinner theme: Choose Local Dress code: After 5 wear
11:30pm	Dinner concludes



Time	Topic
8:15am	Conference Resumes
8:20am	Federal Government update Kristy McBain, Minister for Regional Development, Local Government and Territories
8:30am	Sponsor Address
8:35am	Annual General Meeting – voting overview Darren Leckenby, Chief Financial Officer & Company Secretary, LGAQ
8:40am	Motions Debate
10:15am	Sponsor Address
10:20am	Morning Tea
10:50am	Motions Debate
12:30pm	Lunch
1:30pm	Motions Debate
3:00pm	Emerging Issue
3:10pm	Motions Debate
4:10pm	Close of Conference

MONDAY

21 October 2024

INDIGENOUS LEADERS FORUM

Since 2011, the Indigenous Leaders Forum (ILF) has been a valuable way for First Nations councils to come together to share their successes, discuss specific challenges and put forward issues they would like the LGAQ's support to address. The Forum is held twice-yearly.

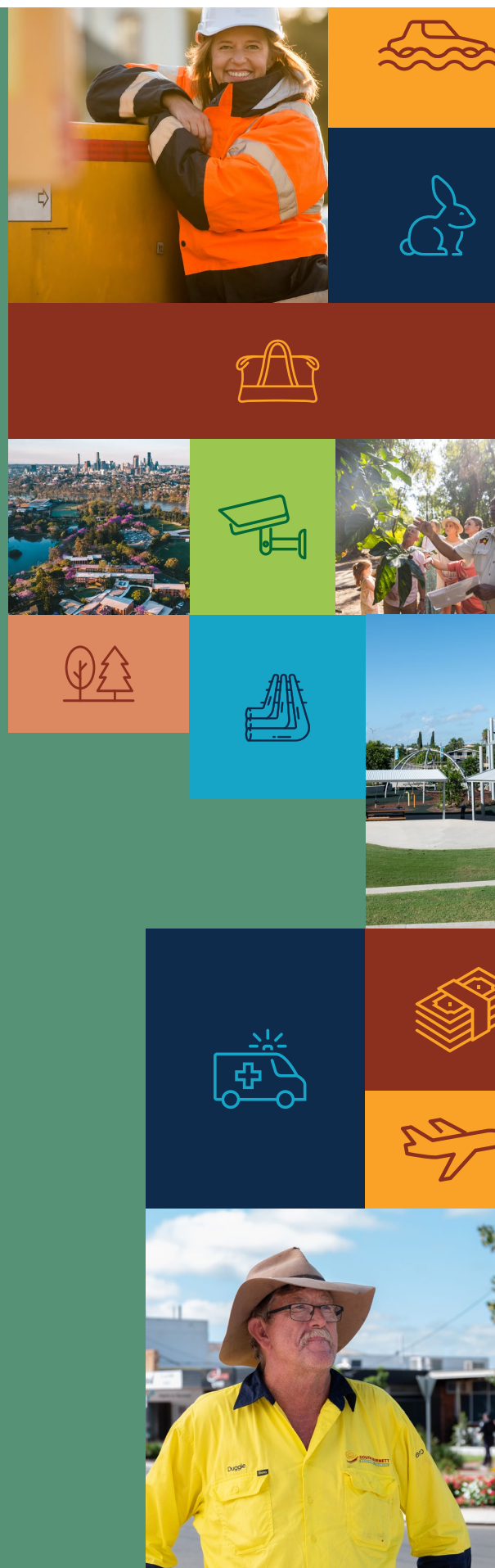
ROADS AND TRANSPORT FORUM

Queensland's transport network serves as the backbone of our economic vitality and community wellbeing. At this year's Roads and Transport forum, experts will delve into crucial themes such as sustainability in infrastructure, enhancing disaster resilience and response and the role of technology in modernising our transport systems. Each of these essential topics drives forward the progress of our transport networks to meet the dynamic needs of Queensland's communities.

COUNCIL FORUMS

Join your council peers in one of four forums to explore, share and discuss key issues. This is also your opportunity to talk with each other and your Policy Executive members about how the LGAQ can assist and support your council.

Please register for the forum you believe will most benefit your council and, if you can't decide, you are most welcome to send delegates from your council to different forums.



CONFERENCE REGISTRATION (GST incl)

Early Bird Registration – prior to and including 23 September 2024

Council or State Government observer	\$ 1700.00
5 or more observers from one Council/Government Department	\$ 1550.00
Corporate (Private Sector)	\$ 3300.00

After 23 September 2024

Council or State Government observer	\$ 1800.00
5 or more observers from one Council/Government	\$ 1650.00
Department Corporate (Private Sector)	\$ 3400.00

Early Bird One Day Registration – prior to and including 23 September 2024

Council or State Government observer	\$ 850.00
Corporate (Private Sector)	\$ 1330.00

After 23 September 2024

Council or State Government observer	\$ 1060.00
Corporate (Private Sector)	\$ 1760.00

Functions

Welcoming Ceremony (accompanying persons, day registrations and additional trade exhibitors)	\$ 85.00
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Dinner

Gala Dinner – Tuesday evening (22 October 2024)	\$ 195.00
---	-----------

Please note that the Welcoming Ceremony on Monday evening is included in the conference fee for delegates, observers and corporates attending the full three days of conference. Accompanying persons are welcome to attend the Welcoming Ceremony and Gala Dinner.

Register via links below or online at
www.lgaq.asn.au under the Events Tab
128th LGAQ Annual Conference.

Delegate/Observer Individual

**Registration
Booking**

Delegate Observer Group

**Registration
Booking**

Corporate

**Registration
Booking**

CONFERENCE SHIRT

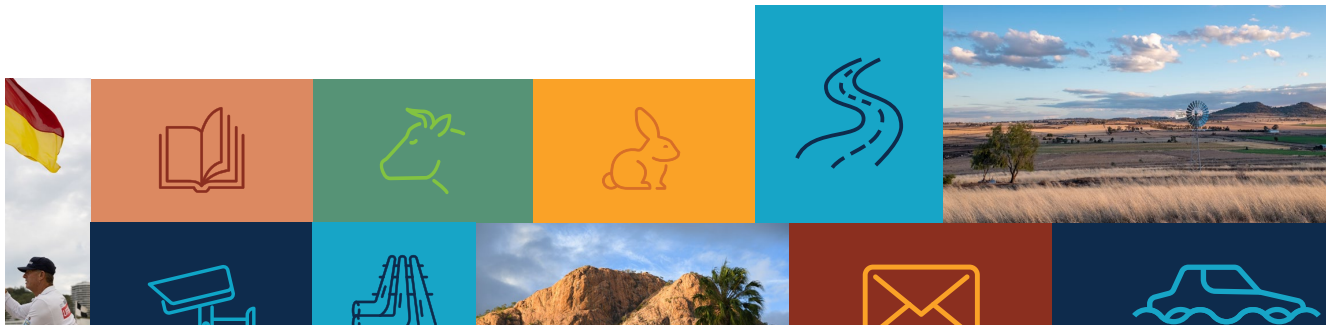
(Council delegates/observers only)

Council delegates and observers will be issued with ONE shirt whilst at conference. These need to be ordered online as part of your conference registration.

The sizing is as follows:

MEN'S SHIRT SIZING		S	M	L	XL	2XL	3XL	5XL		
WOMEN'S SHIRT SIZING		8	10	12	14	16	18	20	22	24

Please select your size carefully as there wont be the opportunity to change your size once at conference.



ACCOMMODATION

RYDGES SOUTH BANK

is in the heart of Brisbane's arts and entertainment precinct, only minutes away from the Brisbane Convention & Exhibition Centre and South Bank Parklands, and is offering Annual Conference delegates and attendees 10% off the best flexible rate at the time of booking.

<https://lgaq.news/Rydges-South-Bank>

CLLIX APARTMENTS AND HOTELS

has eight sites across central Brisbane and is offering Annual Conference delegates and attendees a 12% discount on advertised rates for stays between October 18-25 2024 when using the promo code **LGAQ2024**.

<https://lgaq.news/CLLIX>

HYATT REGENCY

is a premium retreat located on Queen Street Mall in the heart of Brisbane's Central Business District and premium shopping mall, with a 20% discount off the best flexible rate for Annual Conference delegates and attendees.

<https://lgaq.news/Hyatt-Regency>

NOVOTEL SOUTH BANK

is conveniently located in South Brisbane, just steps from the Brisbane Convention and Exhibition Centre, and is an ideal base for exploring Brisbane and experiencing its culture and nightlife. Annual Conference delegates and attendees receive 15% off the hotel's best daily rate.

<https://lgaq.news/Novotel>

Conference & Exhibition enquiries:

Phone: 1300 542 700

Email: events@lgaq.asn.au



**Every Queensland
community** deserves
to be a liveable one

CONTACT US

ENQUIRIES

1300 542 700

EMAIL:

events@lgaq.asn.au



X

[@LGAQ](https://twitter.com/LGAQ)



INSTAGRAM

[@localgovqld](https://www.instagram.com/localgovqld)



FACEBOOK

[/LocalGovQld](https://www.facebook.com/LocalGovQld)




LINKEDIN

[local-government-association-of-queensland/](https://www.linkedin.com/company/local-government-association-of-queensland/)

12.4 2024 ALGWA State Conference Attendance

Document Information

	Report To: Ordinary Council Meeting	
	Reporting Officer:	Meeting Date: 21 August 2024
	Chief Executive Officer	ECM Function No/s:

Recommendation

THAT Council consider the attendance of Councillors to the ALGWA Queensland Branch State Conference 2024 being held in Brisbane from 26 - 27 August 2024.

REPORT

Report

The purpose of this report is to consider the attendance of Councillors at the upcoming Australian Local Government Womens Association (ALGWA) Queensland Branch Annual State Conference.

The annual ALGWA conference is scheduled for 26 – 27 August 2024 at the Brisbane Airport Conference Centre in Brisbane. The theme for this year's conference is "Learn today, lead tomorrow".

A copy of the conference program is provided as **Attachment 1**.

FINANCIAL IMPLICATIONS

Registration costs for non-members is \$776.00.

Other costs may include travel, accommodation and meals.

RISK AND OPPORTUNITY

Risk

Nil.

Opportunity

The ALGWA Queensland Branch Annual Conference provides a unique opportunity to network with peers, external agencies and State members.

COMMUNITY ENGAGEMENT

Internal Consultation

Nil.

External Consultation

Nil.

LEGAL / POLICY

Legislation / Local Law

Nil.

Corporate Plan

Goal 1 Our People

Outcome: 1.1 Communities trust us to engage with them and advocate on their behalf.

Objective: 1.1.1 Advocate for Councillor, staff and community representation on government and non-government committees and task forces relevant to the region.

Goal 4 Our Performance

Outcome: 4.5 We have genuine and effective partnerships.

Objective: 4.5.1 We act in an honest, open and respectful way to build strong relationships, partnerships and trust with our stakeholders at all levels of the organisation.

Policy / Strategy

Nil.

ATTACHMENTS

1. Preliminary Program [↓](#)

ALGWA QUEENSLAND

STATE CONFERENCE 2024

LEARN TODAY, LEAD TOMORROW

20 24



26 - 27 AUGUST 2024

BRISBANE AIRPORT CONFERENCE CENTRE

2 Dryandra Road - Brisbane Airport



GENERAL INFORMATION

2024 ALGWA QLD CONFERENCE

**"THE ABILITY TO LEARN IS THE MOST IMPORTANT QUALITY A
LEADER CAN HAVE" PADMASREE WARRIOR**

CONFERENCE VENUE

Brisbane Airport Conference Centre

2 Dryandra Rd, Brisbane Airport

Phone: 07 3188 7373

Located conveniently next to the Brisbane Domestic Terminal, the venue adjoins the Pullman and Ibis Hotels. The venue overlooks the airport precinct and Moreton Bay. The conference will be held in LAX Gate 1 and 2 rooms. Morning tea and lunch will be provided each day.

REGISTRATION

The ALGWA Registration Desk will be located within the door of LAX Gate 1 and 2 rooms and will be available each morning prior to the conference.

COCKTAIL FUNCTION

Monday, 26 August 2024

5.00pm – 7.00pm

Drinks and Canapes

Venue: Skye Lounge

Dress: Smart Casual

OTHER DETAILS

Dietary Requirements: If you have any specific dietary requirements that have not been noted on your registration form, please let the registration desk know so that you can be catered for.

Name Tags: Please wear your name tag as your confirmation of registration to attend the conference and social event. If you misplace your name tag, please see staff at the registration desk.

FOR INQUIRIES

QLD ALGWA PRESIDENT: CR JO MCNALLY

EMAIL: ADMIN@ALGWAQLD.ASN.AU | PHONE: 04 08 819 983



Conference Schedule

Monday, 26 August 2024

8.00am		Registration
9.00am	Jo McNally, ALGWA President Kim Skubris, MC	Welcome and Condolence Service
9.15am	Rene Plamenac, BDO	Strategic Innovation Empowerment
10.00am	Sharyn Scriven, Energy Queensland	Dream Big Australia
10.30am	Morning Tea	
11.00am	Ian Wright, CBP	Making Decisions for the Right and Good Reasons
11.30am	Cat Matson, Impactful Presenters	The Imposter in The Room
12.30pm	Lunch	
1.30pm	Mayor Pierina Dalle Cort Burdekin Shire Council Mayor Melissa Hamilton Southern Downs Regional Council Mayor Teresa Millwood Cassowary Coast Regional Council	Mayor's Discussion Panel
2.30pm	Conference Close Day 1	
3.15pm	ALGWA Annual General Meeting	
5.00pm	Welcome and Networking Event Skye Lounge	

Tuesday, 27 August 2024

8.00am		Registration
8.55am	Kim Skubris	Welcome and Housekeeping
9.00am	Alison Smith, CEO LGAQ	LGAQ Update
9.30am	Karen Daniels, LGMA	Leading the spectrum: Harnessing multi-generational and neurodiverse strengths in today's workforce
10.30am	Morning tea	
11.00am	Jo Stewart-Rattray	AI and Cybersecurity
12.30pm	Lunch	
1.30pm	Melissa Dower, Community Services Manager Ipswich City Council	Case Study – Community Early Response Team
2.00pm	Kim Skubris	Community Engagement and Story Telling
3.00pm	Conference Close	

Although every effort is made to ensure the program is correct at the time of printing, sometimes unforeseen circumstances can result in changes to the program. ALGWA apologise for any inconvenience caused by these changes and will make every effort to ensure all delegates and sponsors are made aware of these changes.



2024 ALGWA QLD Keynote Speakers

Kim Skubris - MC and Community Engagement and Storytelling

Kim has been a broadcast news journalist for more than 25 years and left reporting full time five years ago to establish her Communications business. The mother of two boys has reported on some of Australia's most emotive and divisive stories, natural disasters and war zones, and shared yarns which have touched hearts globally. During recent years, Kim has worked closely with many local councils across Queensland and is passionate about the art of storytelling in business and assisting local government leaders to be powerful communicators. She's also a proud Ambassador for The Daniel Morcombe Foundation and Act for Kids. Kim will also be delivering a workshop on social media.

Ms Jo Stewart-Rattray - AI and Cybersecurity

Jo has over 25 years' experience in the IT field some of which were spent as CIO in the Utilities and as Group CIO in the Tourism space, and with significant experience in the Information Security arena including as CISO in the healthcare sector. She underpins her information technology and security background with her qualifications in education and management.

She specialises in consulting in risk and technology issues with a particular emphasis on governance and security in both the commercial and operational areas of businesses. Jo provides strategic advice to organisations across a number of industry sectors including banking and finance, utilities, manufacturing, tertiary education, retail, healthcare and government.

Jo has extensive board and committee experience. She has chaired a number of ISACA's international committees including the Board Audit & Risk Committee, Leadership Development and Professional Influence & Advocacy. She served as an Elected Director on ISACA's international Board of Directors for seven years and was the founder of its global women's leadership initiative, SheLeadsTech.

Mr Ian Wright - Making Decisions for Right and Good Reasons

Ian Wright is a Senior Partner in the Planning Government Infrastructure and Environment group in Colin Biggers & Paisley's Brisbane office.

Ian is a multidisciplinary lawyer holding, in addition to a Bachelor of Laws (Honours), a Bachelor of Arts (Geography and Economics) and a Masters of Urban and Regional Planning.

Ian is an expert planning, government, infrastructure and environment solicitor with extensive experience in the provision of planning, government, infrastructure and environmental law advice, the drafting of land use and infrastructure planning instruments, the drafting of State and local government statutory instruments and the conduct of planning, environmental and public law litigation.

Rene Plamenac - Strategic Innovation Empowerment

Rene is Innovation Leader at BDO Australia and has extensive experience in finance, IT and operations. A high performing innovative Leader with a passion for creating positive impactful change. Rene has over 18 years experience in the corporate industry and hands on knowledge with all aspects of business planning and management including strategic planning, financial management, stakeholder engagement and corporate governance.

FOR INQUIRIES

QLD ALGWA PRESIDENT: CR JO MCNALLY

EMAIL: ADMIN@ALGWAQLD.ASN.AU | PHONE: 0408 819 983



Ms Cat Matson - The Imposter in the Room

Cat Matson is the CEO and Lead Facilitator of Impactful Presenters, empowering business owners and community leaders to speak with confidence, authority, authenticity and impact. A popular and accomplished Speaker, MC and Moderator, Cat is known for her straight-talking, 'realness' and extracting 'the juice' from her clients. Cat describes herself as a 'Mistress-of-all-Trades' having worked in both the private and public sectors, in small and large business and in virtually every industry. She has advised Mayors and CEOs; developed city-shaping strategies; interviewed extraordinary industry leaders from social enterprise to deep tech and everything in between; and helped small business owners understand how to capitalise on the trends of digital transformation and innovation. She is the host of the Speaking with Confidence with Cat Matson podcast, likes to 'work out loud' so others can learn from her experiences, enjoys her coffees strong and black and her martinis stirred and dirty.

Ms Karen Daniels - Leading the Spectrum: Harnessing multigenerational and neurodiverse strengths in today's workforce

Explore the changing face of today's multi-generational and neurodiverse workforce through a thought-provoking discussion capturing the essence of inclusivity and diversity within the modern workplace. Discover key elements of dynamic leadership to motivate, support and grow a passionate and inclusive environment where everyone thrives.

Karen is a Facilitator with LGMA, Queensland. A Learning and Organisational Development specialist with multi-level experience spanning a variety of sectors and industries, including over 12 years in local government. Karen is a self-described change maker who remains at the forefront of the ever-evolving learning development and leadership landscape. Holding multiple qualifications in training, as an ICF accredited coach and an NLP practitioner, Karen is committed to supporting the growth of leaders as we enter a new era of challenge. Her passion for self-development is matched only by her love of travel and exploration – which she will comfortably argue that the best learning comes from travelling!

Ms Sharyn Scriven - Dream Big Australia

Sharyn Scriven has over 25 years of leadership experience in the Australian utility sector working in areas of Asset Investment, Operations, Workforce Management, Strategic Program Management, Procurement and Supply and Commercial Partnerships. Previously General Manager Grid Investment at Energy Queensland managing an annual \$2 Bn network investment portfolio, Sharyn is currently Acting Chief Information Officer. She is Chair of the Dream Big Australia Board, a charity committed to enhancing women's potential and their ability to succeed in STEAM careers. Sharyn holds an MBA from the University of South Australia, is a Graduate of the Australian Institute of Company Directors and holds MCIPs with the Chartered Institute of Procurement and Supply. Her speciality areas are transformational change, strategic thinking, people development and operational excellence.



Registration Details

Full registration includes the welcome function on Monday night and all conference sessions.

To register, please go to the [Localtix webpage](#) and complete the registration form.

ALGWA Member Full Registration	\$650
ALGWA Non-Member Full Registration	\$750
ALGWA Member One Day Registration	\$325
ALGWA Non-Member One Day Registration	\$375
ALGWA Member Additional Welcome Ticket	\$80
ALGWA Non-Member Additional Welcome Event Ticket	\$95

(Please note that a booking fee applies. The prices shown on the Localtix website include the booking fee.)

Terms and Conditions

A full refund will be made for cancellations received 7 days before the conference. Cancellations received after this date or non-attendance will not receive a refund.

ALGWA will accept a substitute delegate.

Disclaimer of Liability:

Although every effort is made to ensure the program is correct at the time of printing, sometimes unforeseen circumstances can result in changes to the program. ALGWA Queensland Branch apologise for any inconvenience caused by these changes and will make every effort to ensure all delegates and sponsors are made aware of these changes.

Privacy Notice:

Some information you provide on the registration form is personal information. This information is being collated for the purpose of: processing your registration; keeping you informed of upcoming events; marketing the services of ALGWA Queensland Branch to you; and enhancing and developing ALGWA Queensland Branch relationship with you. A list of all delegates including their email address will be provided to sponsors on their request. If you do not wish for your contact details to be provided, please indicate on your registration form. ALGWA will also be taking photos throughout the event for use in future promotion and media activities. If you do not wish to have your image used for this purpose, please indicated on your registration form.

FOR INQUIRIES

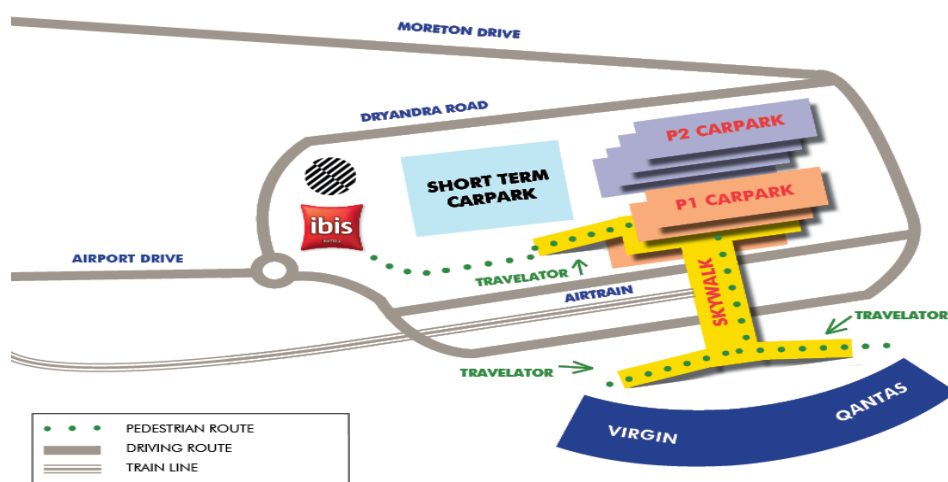
QLD ALGWA PRESIDENT: CR JO MCNALLY

EMAIL: ADMIN@ALGWAQLD.ASN.AU | PHONE: 04 08 819 983



Location

The Brisbane Airport Conference Centre, 2 Dryandra Rd, Brisbane Airport, is located a 7 minute direct walk from the Domestic Terminal. Follow the signage that reads "Hotel & Conference Centre".



Parking and Transport

Limited onsite car parking is available beneath the conference centre. Charges apply.

The Brisbane Airport domestic multi-level car-park is adjacent to the conference centre. Pricing is available on the Brisbane Airport website.

Travel on the Airtrain between the Brisbane Airport and the city in just 20 minutes.

FOR INQUIRIES

QLD ALGWA PRESIDENT: CR JO MCNALLY
EMAIL: ADMIN@ALGWAQLD.ASN.AU | PHONE: 04 08 819 983



Accommodation Options

Discounted accommodation is available at the Pullman Brisbane Airport and ibis Brisbane Airport. Please use the links provided below to book your accommodation directly with the venue.

The Brisbane Airport Conference Centre is perfectly situated between the Pullman and ibis Brisbane Airport.

Pullman Brisbane Airport

2 Dryandra Road, Brisbane Airport
Phone: 07 3188 7300
Email: H9559@accor.com

Please use the below link to access discounted accommodation:

Link: [BOOK HERE PULLMAN](#)

ibis Brisbane Airport

2 Dryandra Road, Brisbane Airport
Phone: 07 3139 8100
Email: H9546@accor.com

Please use the below link to access discounted accommodation:

Link: [BOOK HERE IBIS](#)

Our Sponsors:




FOR INQUIRIES

QLD ALGWA PRESIDENT: CR JO MCNALLY
EMAIL: ADMIN@ALGWAQLD.ASN.AU | PHONE: 04 08 819 983

12.5 DFV Prevention Champions Network

Document Information

	Report To: Ordinary Council Meeting	
	Reporting Officer:	Meeting Date: 21 August 2024
	Chief Executive Officer	ECM Function No/s:

Recommendation

THAT Council:

1. Sign the Not Now, Not Ever Pledge and register on the [Not Now, Not Ever webpage](#), and
2. Join the Local Government DFV Prevention Champions Network; and
3. Appoint the Mayor, Cr Deane and Cr Wantling as representatives to the Local Government DFV Prevention Champions Network.

REPORT

Background

Council has been invited to join the Local Government DFV Prevention Champions Network.

The Queensland Government established the Prevention Council to support greater community understanding about domestic and family violence (DFV) and to challenge the values, beliefs, attitudes and behaviours that trivialise, excuse or perpetuate this abuse.

Working at the primary prevention level, the Prevention Council partners with government, business and community stakeholders to champion local community-led action and leadership in creating social change. Through enhanced education, understanding and place-based responses, the Prevention Council supports all Queenslanders to play their part in ending DFV.

Report

Domestic and family violence (DFV) is an overt or subtle expression of a power imbalance, resulting in one person living in fear of another, and usually involves an ongoing pattern of abuse over time.

DFV can have serious impacts on people who experience it and may take many forms ranging from physical, emotional, psychological, financial, monitoring and surveillance and other types of control.

At the Council Information Session of 31 July, Angie Spencer, Director, Domestic and Family Violence Prevention Council Secretariat, Law & Justice Policy, Department of the Premier and Cabinet gave a presentation on DFV and the Local Government DFV Prevention Champions Network.

The steps involved in joining the network are:

- | | |
|--|---|
| 1. Completing a self-assessment checklist | Done |
| 2. DFV Prevention Council presents to Council's leadership team (elected officials and ELT). | Done |
| 3. SDRC consider signing the Not Now, Not Ever Pledge and register on the Not Now, Not Ever webpage . | Sample provided as Attachment 1 |
| 4. SDRC nominate representatives as Champions to participate in the Network and to lead the messaging in the organisation and into the community. The representatives can include elected members and staff. | Several staff members will also be nominated. |

The Champions Network meets virtually 4 times a year with the next meeting in October 2024.

Promotional materials that can be modified to suit Council will be provided by the Domestic and Family Violence Prevention Council Secretariat.

FINANCIAL IMPLICATIONS

Nil

RISK AND OPPORTUNITY

Risk

Nil

Opportunity

Participation in this program provides a great opportunity for Council to support and advocate the reduction in the incidence and impact of DFV in our communities.

COMMUNITY ENGAGEMENT

Internal Consultation

Council, ELT and SLT

External Consultation

Nil

LEGAL / POLICY

Legislation / Local Law

Nil

Corporate Plan

Goal 1 Our People

Outcome: 1.1 Communities trust us to engage with them and advocate on their behalf.

Objective: 1.1.1 Advocate for Councillor, staff and community representation on government and non-government committees and task forces relevant to the region.

 1.1.3 Build confidence in our communities by being visible, empathetic and by actively listening.

Policy / Strategy

The organisation has a Domestic and Family Violence Policy to support staff impacted by DFV.

ATTACHMENTS

1. Not Now, Not Ever Pledge (Sample)[↓](#)



Not Now, Not Ever. *Together.*

We do not tolerate inequality and domestic and family violence.

Toowoomba Regional Council pledges to work toward a Queensland where everyone is equal and free from violence.

Toowoomba Regional Council commits to playing our role, working within our organisation and in partnership with others to raise awareness, improve prevention and provide practical assistance to end domestic and family violence.

Toowoomba Regional Council recognises as leaders in the corporate and community sectors we have a vital role to play and we agree to use our internal and external and formal and information networks to activate others to join in this shared objective of keeping everyone safe from violence.

Cr Geoff McDonald
Mayor, Toowoomba Regional Council

Cr Rebecca Vonhoff
Deputy Mayor, Toowoomba Regional Council

Brian Pidgeon
CEO, Toowoomba Regional Council

Cr Megan O'Hara Sullivan

Cr Carol Taylor

Cr James O'Shea

Cr Bill Cahill

Cr Kerry Shine

Cr Nancy Sommerfield

Cr Melissa Taylor

Cr Tim McMahon

Cr Edwina Farquhar




19 December 2023

Not Now, Not Ever. *Together.* is an initiative of the Queensland Government.

13. CUSTOMER AND ORGANISATIONAL SERVICES REPORTS

13.1 Financial Services - Financial Report as at 31 July 2024

Document Information

	Report To: Ordinary Council Meeting	
	Reporting Officer:	Meeting Date: 21 August 2024
	Management Accountant	ECM Function No/s:

Recommendation

THAT Council receive and note the Financial Performance Report as at 31 July 2024.

REPORT

Background

The Finance Team have prepared the Financial Performance Report for July 2024. Due to the timing of the budget being adopted and with work continuing on end of year financial statements, only a high-level variance analysis has been included in this report.

Report

Income Statement

Revenue

Operational revenue of \$10.2M is \$637K over budget compared to YTD budget of \$9.5M with the main variation being:

- Grants and Subsidies over budget mainly relates to the FY24/25 Financial Assistance Grant payment received in July. The original budget phasing anticipated a lower first payment percentage based on prior years – 85% already received this year.

Expenses

Operational expenditure of \$9.1M is \$2M under budget compared to YTD budget of \$11.1M.

Variations include:

- Employee costs are \$326K under budget as some July payroll transactions that related to June 2024 have been accrued back to the FY2023/24. The budget also includes some vacant positions.
- Materials and Services are under budget by \$1.5M. This includes lag time involved with processing of invoices related to waste contracts, utilities and communications. Council will continue to monitor these.
- Depreciation is under budget by \$123K. End of year provisions and the capitalisation of Capital Work in Progress are currently being completed.

Capital Grants

Revenue from capital grants is over budget by \$21K. The timing of the receipt of capital grants can vary and dependent on the progress of projects.

Balance Sheet

As at 31 July 2024, Council had \$65.2M in cash at bank and investments. The total of outstanding loans, both the current and non-current portions is \$12.3.

Capital Works in Progress

Capital works expenditure at 31 July 2024 was \$887K which is 1.4% of the adopted capital works budget of \$61.3M. There were committed costs of \$11.8M meaning \$12.7M has been spent or committed, representing 20.8% of the adopted budget.

Southern Downs Regional Council
Capital Works Projects by Asset Class
As At 31 July 2024

	Budget	YTD Expenditure	% Spent	Committed	Spent and Committed	% Spent and Committed
Land & Land Improvements	197,221	2,125	1.1%	12,575	14,700	7.5%
Buildings	2,658,517	71,352	2.7%	1,351,257	1,422,609	53.5%
Plant & Equipment	8,539,000	33,500	0.4%	2,146,932	2,180,432	25.5%
Roads, Drains & Bridges	14,517,867	475,634	3.3%	906,720	1,382,354	9.5%
Water	13,769,234	171,848	1.2%	3,943,137	4,114,985	29.9%
Sewerage	6,940,762	27,344	0.4%	2,913,753	2,941,097	42.4%
Other Assets	14,638,543	105,245	0.7%	552,160	657,405	4.5%
Total	61,261,144	887,047	1.4%	11,826,535	12,713,582	20.8%

FINANCIAL IMPLICATIONS

The 2024/25 Annual Budget was adopted by Council on the 24th July 2024. The first quarter budget review is set to take place in September and will be presented to Council in October 2024.

Please note this report was prepared at a point-in-time. The 2023/24 End of Financial Year provisions and capitalisations are still being completed meaning some figures provided in this report are subject to change.

RISK AND OPPORTUNITY

Risk

Nil

Opportunity

Nil

COMMUNITY ENGAGEMENT

Internal Consultation

Nil

External Consultation

Nil

LEGAL / POLICY

Legislation / Local Law

Local Government Act 2009 and Local Government Regulation 2012

Corporate Plan

Goal 4 Our Performance

Outcome: 4.4 Council has embedded risk management, good governance, transparency and accountability into what we do.

Objective: 4.4.2 Ensure our long-term financial sustainability is a pillar of our decision making.

Policy / Strategy

Operational Plan 2023/24

ATTACHMENTS

1. Performance Report - 31 July 2024 [↓](#)



Southern Downs
REGIONAL COUNCIL

Performance Report

July 2024

Southern Downs Regional Council Income Statement

July 2024

	Phased 2025 YTD Actual \$	Phased 2025 YTD Budget \$	YTD Variance \$	YTD Variance %	Annual 2025 Budget \$	Annual 2025 Forecast \$
Revenue from ordinary activities						
General Rates	(16,256)	(417)	(15,839)	3801.5%	38,646,948	38,646,948
Rural fire brigade levy	661	139,350	(138,689)	(99.5%)	278,700	278,700
Utility Rates and Charges	38,209	(51,816)	90,025	(173.7%)	37,130,065	37,130,065
Less Discounts	8,762	-	8,762	0.0%	(2,478,856)	(2,478,856)
Rates on Council properties	-	-	-	0.0%	(816,599)	(816,599)
	31,376	87,117	(55,741)	-64.0%	72,760,258	72,760,258
Fees and Charges	782,883	741,196	41,687	5.6%	7,632,453	7,632,453
Interest	311,961	292,067	19,894	6.8%	3,531,824	3,531,824
Contract & Sales Revenue	64,197	18,726	45,471	242.8%	2,439,716	2,439,716
Rent and Other Income	173,882	120,378	53,504	44.4%	1,508,266	1,508,266
Government Grants and Subsidies	7,900,031	7,249,148	650,883	9.0%	11,556,981	11,556,981
Internal Revenue	903,680	1,021,977	(118,296)	(11.6%)	12,263,718	12,263,718
Total Operating Revenue	10,168,011	9,530,609	637,402	6.7%	111,693,216	111,693,216
Expenses from ordinary activities						
Employee Costs	2,150,352	2,476,388	(326,037)	(13.2%)	30,980,239	30,980,239
Materials and Services	4,758,723	6,301,784	(1,543,061)	(24.5%)	51,289,436	51,289,436
Depreciation and Amortisation	1,794,624	1,917,208	(122,584)	(6.4%)	22,964,106	22,964,106
Finance Costs	3,776	11,500	(7,724)	(67.2%)	942,531	942,531
Internal Charges	438,497	438,497	0	0.0%	5,261,968	5,261,968
Total Operating Expenses	9,145,972	11,145,378	(1,999,405)	(17.9%)	111,438,279	111,438,279
Operating Surplus/(Deficit) before capital items	1,022,038	(1,614,769)	2,636,807	(163.29%)	254,937	254,937
Other Capital Amounts						
Capital Grants, Contributions and Donations	62,190	41,667	20,523	49.3%	16,974,364	16,974,364
Other capital income and (expenses)	-	(475,750)	475,750	(100.0%)	(4,628,000)	(4,628,000)
Net Result Surplus/(Deficit)	1,084,228	(2,048,852)	3,133,081	(152.9%)	12,601,301	12,601,301

Southern Downs Regional Council

Balance Sheet

July 2024

	Phased 2025 YTD Actual \$	Annual 2025 Budget \$	YTD Variance \$	YTD Variance %
Current Assets				
Cash assets & Investments	65,227,835	49,070,665	16,157,170	32.9%
Receivables	6,702,227	14,999,096	(8,296,869)	(55.3%)
Assets held for sale	590,661	1,309,000	(718,339)	(54.9%)
Inventories	1,038,635	834,000	204,635	24.5%
	73,559,358	66,212,761	7,346,598	11.1%
Non-Current Assets				
Investment Property	204,680	406,000	(201,320)	(49.6%)
Property, plant and equipment	915,132,151	968,372,460	(53,240,309)	(5.5%)
Other Financial Assets	158,372	24,000	134,372	559.9%
Capital works in progress	16,945,125	15,000,000	1,945,125	13.0%
Intangible Assets	150,307	242,000	(91,693)	(37.9%)
	932,590,635	984,044,460	(51,453,825)	(5.2%)
TOTAL ASSETS	1,006,149,993	1,050,257,220	(44,107,227)	(4.2%)
Current Liabilities				
Creditors and other payables	10,381,104	24,896,740	(14,515,636)	(58.3%)
Provisions	7,182,773	8,850,000	(1,667,227)	(18.8%)
Interest bearing liabilities	1,979,456	2,337,870	(358,414)	(15.3%)
	19,543,333	36,084,610	(16,541,277)	(45.8%)
Non-Current Liabilities				
Interest bearing liabilities	10,335,662	15,484,941	(5,149,279)	(33.3%)
Provisions	11,405,521	8,565,000	2,840,521	33.2%
Other Payables	3,335,155	4,767,000	(1,431,845)	(30.0%)
	25,076,338	28,816,941	(3,740,603)	(13.0%)
TOTAL LIABILITIES	44,619,671	64,901,550	(20,281,879)	(31.3%)
NET COMMUNITY ASSETS	961,530,322	985,355,670	(23,825,348)	(2.4%)
Community Equity				
Asset Revaluation Reserve	290,680,063	290,991,000	(310,937)	(0.1%)
Retained surplus	670,850,259	694,364,670	(23,514,411)	(3.4%)
TOTAL COMMUNITY EQUITY	961,530,322	985,355,670	(23,825,348)	(2.4%)

Southern Downs Regional Council

Cash Flow Statement

July 2024

	Phased 2025 YTD Actual \$	Phased 2025 YTD Budget \$	YTD Variance \$	YTD Variance %	Annual 2025 Budget \$
Cashflows from operating activities					
Receipts from customers	3,080,363	914,353	2,166,010	236.9%	84,377,468
Payments to suppliers and employees	(15,483,553)	(7,730,421)	(7,753,133)	100.3%	(76,447,260)
Investment and interest revenue received	69,470	292,067	(222,597)	(76.2%)	3,531,874
Rental Income	68,493	53,064	15,429	29.1%	635,926
Non-capital grants and contributions	6,355,374	7,249,148	(893,774)	(12.3%)	11,537,511
Borrowing costs	-	-	-	0.0%	(643,011)
Other cashflows from operating activities	539,624	11,500	528,124	4592.4%	-
Net Cash Operating Activities	(5,370,229)	789,711	(6,159,941)	4870.1%	22,992,507
Cashflows from Investing Activities					
Sale of property, plant and equipment	-	-	-	0.0%	1,079,000
Grants, subsidies, contributions and donations	1,539,640	-	1,539,640	0.0%	16,974,364
Proceeds from investing activities	7,390,027	-	7,390,027	0.0%	-
Net purchase of investment securities	-	-	-	0.0%	-
Purchase of property, plant and equipment	(887,047)	(2,896,593)	2,009,546	(69.4%)	(61,231,017)
Payments for intangible assets	-	-	-	0.0%	(30,000)
Net Cash Investing Activities	8,042,620	(2,896,593)	10,939,213	(69.4%)	(43,207,653)
Cash Flows from Financing Activities					
Proceeds from/repayment of borrowings and advances	-	-	-	0.0%	5,470,000
Net Cash Financing Activities	-	-	-	0.0%	5,470,000
Net increase in cash and cash and equivalent held	2,672,391	(2,106,882)	4,779,273	(226.8%)	(14,745,146)
Cash at beginning of period	62,555,444	63,816,000	(1,260,557)	(2.0%)	63,816,000
Cash at end of period	65,227,834	61,709,118	3,518,716	5.7%	49,070,854

SDRC Sustainability Ratios As At 31 July 2024

	Key Ratios	Calculation	Budget	YTD Actual	Target Ratio	On Target?	Overview
Financial Capacity	Council Controlled Revenue Ratio	((Net Rates, Levies and Charges + Fees and Charges) / Total Operating Revenue) (%)	81.01%	10.54%	N/A	✓	Council-controlled revenue is an indicator of a Council's financial flexibility, ability to influence its operating income, and capacity to respond to unexpected financial shocks.
	Population Growth Ratio	(Prior year estimated population / previous year estimated population) - 1	0.28%	0.28%	N/A	✓	Population growth is a key driver to a Council's operating income, service needs, and infrastructure requirements into the future.
Operating Performance	Operating Surplus Ratio	(Net Operating Surplus / Total Operating Revenue) (%)	0.23%	17.18%	> 0.0% to < 10.0%	✗	The operating surplus ratio is an indicator of the extent to which operating revenues raised cover operational expenses only or are available for capital funding purposes.
	Operating Cash Ratio	(Net Operating Surplus + Depreciation + Finance Costs) / Total Operating Revenue (%)	24.10%	38.74%	> 0%	✓	The operating cash ratio indicates that a Council is generating surplus cash from its core operations, which suggests that Council has the ability to self-fund its capital expenditure requirements.
Liquidity	Unrestricted Cash Expense Cover Ratio	(Total Cash and Equivalents + Current Investments + Available Ongoing QTC Working Capital Facility Limit - Externally Restricted Cash) / Total Operating Expenditure - Depreciation and Amortisation - Finance Costs) x 12	7	101	Greater than 4 months	✓	The unrestricted cash expense cover ratio is an indicator of the unconstrained liquidity available to a Council to meet ongoing and emergent financial demands, which is a key component to solvency. It represents the number of months a Council can continue operating based on currently monthly expenses.
Asset Management	Asset Sustainability Ratio	(Capital Expenditure on the Replacement of Assets (renewals) / Depreciation Expense)	122.0%	16.5%	> 90%	✓	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.
	Asset Consumption Ratio	Written Down Replacement Cost of Depreciable Infrastructure Assets / Current Replacement Cost of Depreciable Infrastructure Assets	64.1%	62.0%	> 60%	✓	The asset consumption ratio approximates the extent to which Council's infrastructure assets have been consumed compared to what it would cost to build a new asset with the same benefit to the community.
Debt Servicing Capacity	Debt Leverage Ratio	(Book Value of Debt / (Total Operating Revenue - Total Operating Expenditure + Depreciation and Amortisation))	8.30	3.76	Tier 4 = 0 - 3 times	✓	This is an indicator of Council's ability to repay its existing debt. It measures the relative size of the Council's debt to its operating performance.
Other	Working Capital Ratio	(Current Assets / Current Liabilities)	1.83 : 1	4.19 : 1	> 1:1	✓	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.
	Net Financial Liabilities Ratio	((Total Liabilities - Current Assets) / Total Operating Revenue)	(1.2%)	(340.7%)	<=60%	✓	This is an indicator of the extent to which the net financial liabilities of a Council can be serviced by its operating revenues.

Comments on Ratio Results.

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.

However these ratios represent Council's position at a single point in time and should not be considered in isolation. Ratios should be considered over the long term.

	YTD Actual \$	YTD Budget \$	Variance \$	Variance %	FY Budget \$	Notes
Executive Services Operating Statement						
Operating Revenue						
Fees and Charges	-	-	-	0.0%	-	
Operating Grants and Subsidies	68,250	32,000	36,250	113.3%	198,600	
Sundry Revenue	2,399	1,542	857	55.6%	21,030	
Internal Revenue	53,866	53,866	(0)	(0.0%)	646,390	
Total Operating Revenue	124,515	87,408	(37,107)	42.5%	866,020	
Operating Expenses						
Employee Costs	238,467	389,796	(151,329)	0.0%	3,913,711	
Materials	147,879	59,908	87,971	(38.8%)	856,766	
Contracts and Services	101,550	70,668	30,882	43.7%	917,545	
Depreciation and Amortisation	1,087	871	216	24.8%	10,253	
Plant Hire	4,129	8,664	(4,535)	(52.3%)	112,468	
Other Expenses	140,171	147,110	(6,938)	(4.7%)	1,270,316	
Rates on Council Properties	-	-	-	0.0%	3,529	
Internal Charges	14,536	14,536	(0)	(0.0%)	174,435	
Total Operating Expenses	647,820	691,553	(43,734)	(17.2%)	7,259,022	
Operating Surplus/Deficit	(523,305)	(604,146)	80,841	(13.4%)	(6,393,002)	

	YTD Actual \$	YTD Budget \$	Variance \$	Variance %	FY Budget \$	Notes
Customer and Organisational Services Operating Statement						
Operating Revenue						
Rates and Utility Charges	(6,834)	138,933	(145,767)	(104.9%)	36,446,792	
Fees and Charges	177,486	181,085	(3,599)	(2.0%)	1,721,953	
Operating Grants and Subsidies	4,500,392	3,877,322	623,070	16.1%	5,843,785	
Interest Received	311,961	292,067	19,894	6.8%	3,531,824	
Leasing and Rent	68,013	52,024	15,989	30.7%	624,292	
Sundry Revenue	25,305	16,137	9,167	56.8%	318,846	
Internal Revenue	370,077	370,077	(0)	(0.0%)	4,440,918	
Total Operating Revenue	5,446,400	4,927,645	518,755	10.5%	52,928,410	
Operating Expenses						
Employee Costs	635,845	618,549	17,296	2.8%	8,023,247	
Materials	2,324,493	2,506,198	(181,706)	(7.3%)	6,103,755	
Contracts and Services	75,109	341,719	(266,610)	(78.0%)	3,745,927	
Finance Costs	3,776	11,500	(7,724)	(67.2%)	295,005	
Depreciation and Amortisation	101,348	111,838	(10,490)	(9.4%)	1,297,239	
Plant Hire	10,325	36,595	(26,270)	(71.8%)	450,700	
Other Expenses	-	6,913	(6,913)	(100.0%)	1,017,950	
Rates on Council Properties	-	-	-	0.0%	189,505	
Internal Charges	60,558	60,558	0	0.0%	726,694	
Total Operating Expenses	3,211,454	3,693,869	(482,415)	(13.1%)	21,850,021	
Operating Surplus/Deficit	2,234,945	1,233,776	1,001,170	81.1%	31,078,388	

	YTD Actual \$	YTD Budget \$	Variance \$	Variance %	FY Budget \$	Notes
Infrastructure Services Operating Statement (Excludes Water and Wastewater)						
Operating Revenue						
Fees and Charges	63,466	66,827	(3,361)	(5.0%)	801,921	
Operating Grants and Subsidies	1,791,643	1,794,080	(2,437)	(0.1%)	3,902,850	
Leasing and Rent	480	1,040	(560)	(53.8%)	12,480	
Recoverable Works	64,197	18,726	45,471	242.8%	2,439,716	
Sundry Revenue	4,950	2,452	2,499	101.9%	29,418	
Internal Revenue	479,738	598,034	(118,296)	(19.8%)	7,176,410	
Total Operating Revenue	2,404,474	2,481,159	(76,685)	(3.1%)	14,362,795	
Operating Expenses						
Employee Costs	729,245	712,771	16,474	2.3%	9,262,383	
Materials	541,003	657,708	(116,706)	(17.7%)	6,484,506	
Contracts and Services	173,702	324,802	(151,100)	(46.5%)	3,928,103	
Finance Costs	-	-	-	0.0%	207,203	
Depreciation and Amortisation	1,185,353	1,222,117	(36,763)	(3.0%)	14,301,592	
Plant Hire	341,420	308,406	33,014	10.7%	3,975,617	
Other Expenses	-	-	-	0.0%	152,500	
Rates on Council Properties	-	1	(1)	(100.0%)	558,759	
Internal Charges	59,738	59,738	(0)	(0.0%)	716,853	
Total Operating Expenses	3,030,460	3,285,542	(255,082)	(7.8%)	39,587,516	
Operating Surplus/Deficit	(625,986)	(804,383)	178,397	(22.2%)	(25,224,721)	

	YTD Actual \$	YTD Budget \$	Variance \$	Variance %	FY Budget \$	Notes
Planning and Environmental Services Operating Statement (Excludes Waste)						
Operating Revenue						
Fees and Charges	211,272	168,550	42,722	25.3%	2,022,600	
Operating Grants and Subsidies	-	-	-	0.0%	-	
Sundry Revenue	595	517	78	15.1%	6,200	
Total Operating Revenue	211,867	169,067	42,800	25.3%	2,028,800	
Operating Expenses						
Employee Costs	239,472	329,453	(89,981)	(27.3%)	4,274,688	
Materials	20,907	23,015	(2,108)	(9.2%)	759,596	
Contracts and Services	18,206	135,650	(117,444)	(86.6%)	1,256,466	
Depreciation and Amortisation	1,825	1,883	(57)	(3.0%)	22,166	
Plant Hire	4,638	29,104	(24,466)	(84.1%)	378,353	
Other Expenses	-	15,500	(15,500)	(100.0%)	43,000	
Rates on Council Properties	-	-	-	0.0%	3,774	
Internal Charges	16,452	16,452	(0)	(0.0%)	197,421	
Total Operating Expenses	301,500	551,056	(249,556)	(45.3%)	6,935,465	
Operating Surplus/Deficit	(89,633)	(381,990)	292,357	(76.5%)	(4,906,665)	

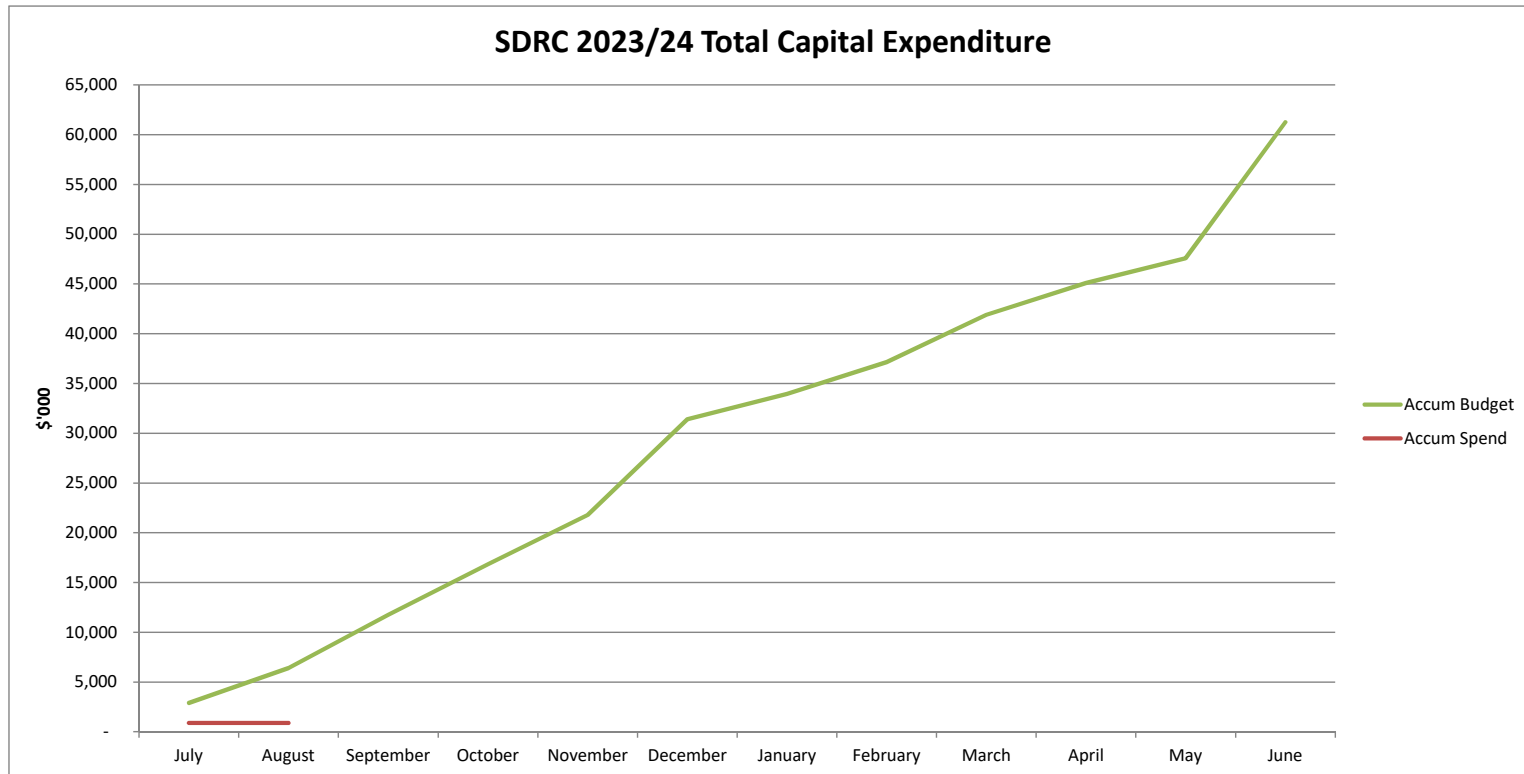
	YTD Actual \$	YTD Budget \$	Variance \$	Variance %	FY Budget \$	Notes
Water Services Operating Statement						
Operating Revenue						
Rates and Utility Charges	19,383	(12,055)	31,438	(260.8%)	17,194,355	
Fees and Charges	64,625	33,802	30,823	91.2%	405,627	
Operating Grants and Subsidies	-	6,000	(6,000)	(100.0%)	72,000	
Sundry Revenue	10,675	5,333	5,341	100.2%	64,000	
Total Operating Revenue	94,683	33,081	61,602	186.2%	17,735,982	
Operating Expenses						
Employee Costs	197,856	270,607	(72,751)	(26.9%)	3,498,827	
Materials	541,279	292,598	248,681	85.0%	3,511,173	
Contracts and Services	33,953	80,436	(46,484)	(57.8%)	1,015,238	
Finance Costs	-	-	-	0.0%	198,442	
Depreciation and Amortisation	272,802	316,141	(43,339)	(13.7%)	3,970,309	
Plant Hire	18,370	24,801	(6,431)	(25.9%)	322,250	
Rates on Council Properties	-	-	-	0.0%	10,803	
Internal Charges	155,674	155,674	-	0.0%	1,868,085	
Total Operating Expenses	1,219,933	1,140,257	79,676	7.0%	14,395,127	
Operating Surplus/Deficit	(1,125,250)	(1,107,177)	(18,073)	1.6%	3,340,855	
	YTD Actual \$	YTD Budget \$	Variance \$	Variance %	FY Budget \$	Notes
Sewerage Services Operating Statement						
Operating Revenue						
Rates and Utility Charges	4,590	(39,761)	44,351	(111.5%)	10,660,000	
Fees and Charges	32,102	102,590	(70,489)	(68.7%)	420,257	
Total Operating Revenue	36,691	62,829	(26,138)	(41.6%)	11,080,257	
Operating Expenses						
Employee Costs	74,309	119,924	(45,614)	(38.0%)	1,549,079	
Materials	17,396	98,179	(80,782)	(82.3%)	1,178,147	
Contracts and Services	4,012	138,514	(134,503)	(97.1%)	1,662,173	
Finance Costs	-	-	-	0.0%	176,004	
Depreciation and Amortisation	212,883	244,969	(32,086)	(13.1%)	3,134,313	
Plant Hire	7,844	10,853	(3,009)	(27.7%)	141,000	
Rates on Council Properties	-	-	-	0.0%	37,602	
Internal Charges	70,747	70,747	-	0.0%	848,969	
Total Operating Expenses	387,191	683,186	(295,994)	(43.3%)	8,727,287	
Operating Surplus/Deficit	(350,500)	(620,356)	269,856	(43.5%)	2,352,970	

	YTD Actual \$	YTD Budget \$	Variance \$	Variance %	FY Budget \$	Notes
Waste Services Operating Statement						
Operating Revenue						
Rates and Utility Charges	14,237	-	14,237	0.0%	9,275,710	
Fees and Charges	233,932	188,341	45,591	24.2%	2,260,095	
Operating Grants and Subsidies	1,539,746	1,539,746	-	0.0%	1,539,746	
Sundry Revenue	61,466	41,333	20,133	48.7%	432,000	
Total Operating Revenue	1,849,381	1,769,421	79,960	4.5%	13,507,551	
Operating Expenses						
Employee Costs	35,157	35,289	(132)	(0.4%)	458,304	
Materials	6,429	235,723	(229,295)	(97.3%)	2,846,680	
Contracts and Services	224,757	745,393	(520,636)	(69.8%)	9,115,956	
Finance Costs	-	-	-	0.0%	65,878	
Depreciation and Amortisation	19,325	19,390	(65)	(0.3%)	228,234	
Plant Hire	1,153	3,327	(2,173)	(65.3%)	43,250	
Rates on Council Properties	-	-	-	0.0%	12,627	
Internal Charges	60,793	60,793	(0)	(0.0%)	729,511	
Total Operating Expenses	347,614	1,099,915	(752,301)	(68.4%)	13,500,439	
Operating Surplus/Deficit	1,501,767	669,506	832,261	124.3%	7,112	

Southern Downs Regional Council
Capital Works Projects by Asset Class
As At 31 July 2024

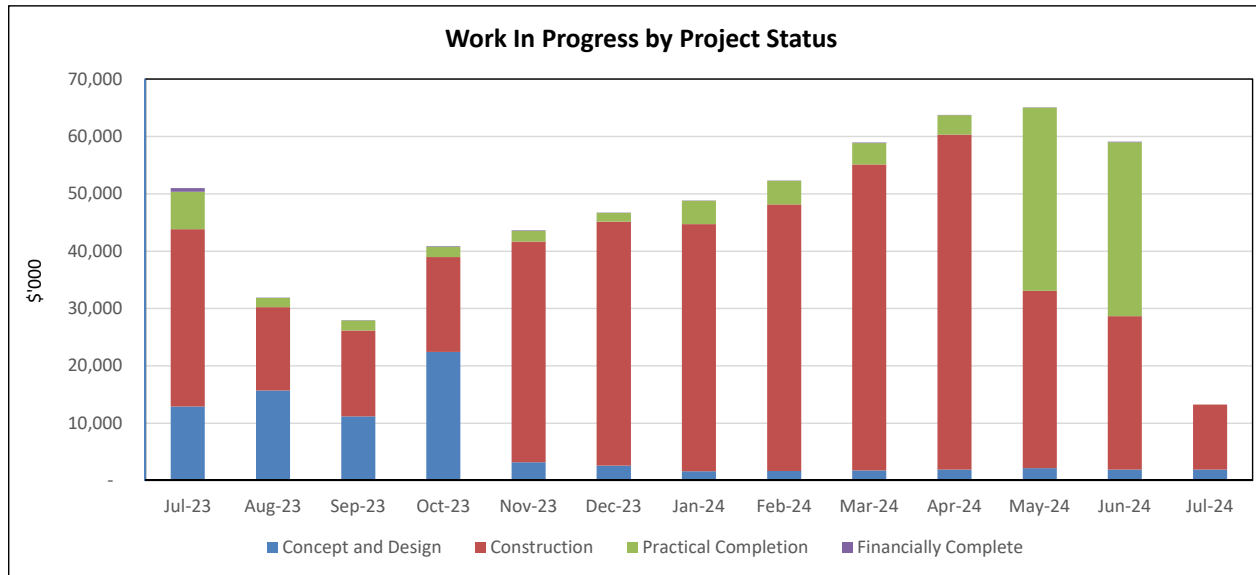
	Budget	YTD Expenditure	% Spent	Committed	Spent and Committed	% Spent and Committed
Land & Land Improvements	197,221	2,125	1.1%	12,575	14,700	7.5%
Buildings	2,658,517	71,352	2.7%	1,351,257	1,422,609	53.5%
Plant & Equipment	8,539,000	33,500	0.4%	2,146,932	2,180,432	25.5%
Roads, Drains & Bridges	14,517,867	475,634	3.3%	906,720	1,382,354	9.5%
Water	13,769,234	171,848	1.2%	3,943,137	4,114,985	29.9%
Sewerage	6,940,762	27,344	0.4%	2,913,753	2,941,097	42.4%
Other Assets	14,638,543	105,245	0.7%	552,160	657,405	4.5%
Total	61,261,144	887,047	1.4%	11,826,535	12,713,582	20.8%

Southern Downs Regional Council
Capital Expenditure
As At 31 July 2024



Capital committed costs as at 31 July 2024 is \$11.8 Million

**Southern Downs Regional Council
Work in Progress (WIP) Status Report
As At 31 July 2024**



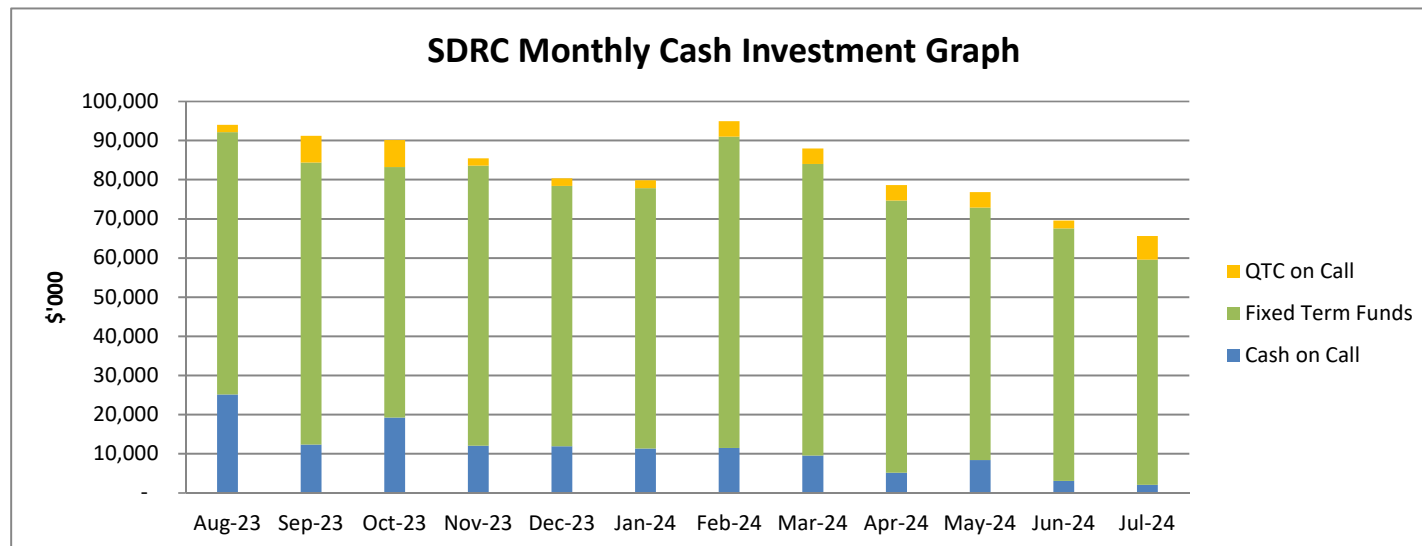
Project status' were reviewed and updated in July 2024.

As part of the 2023/24 Year End Processes, the Finance Team has worked with Department Managers and the Asset Management Teams to capitalise or exepene all projects at were at the Practical and Financially Complete stages.

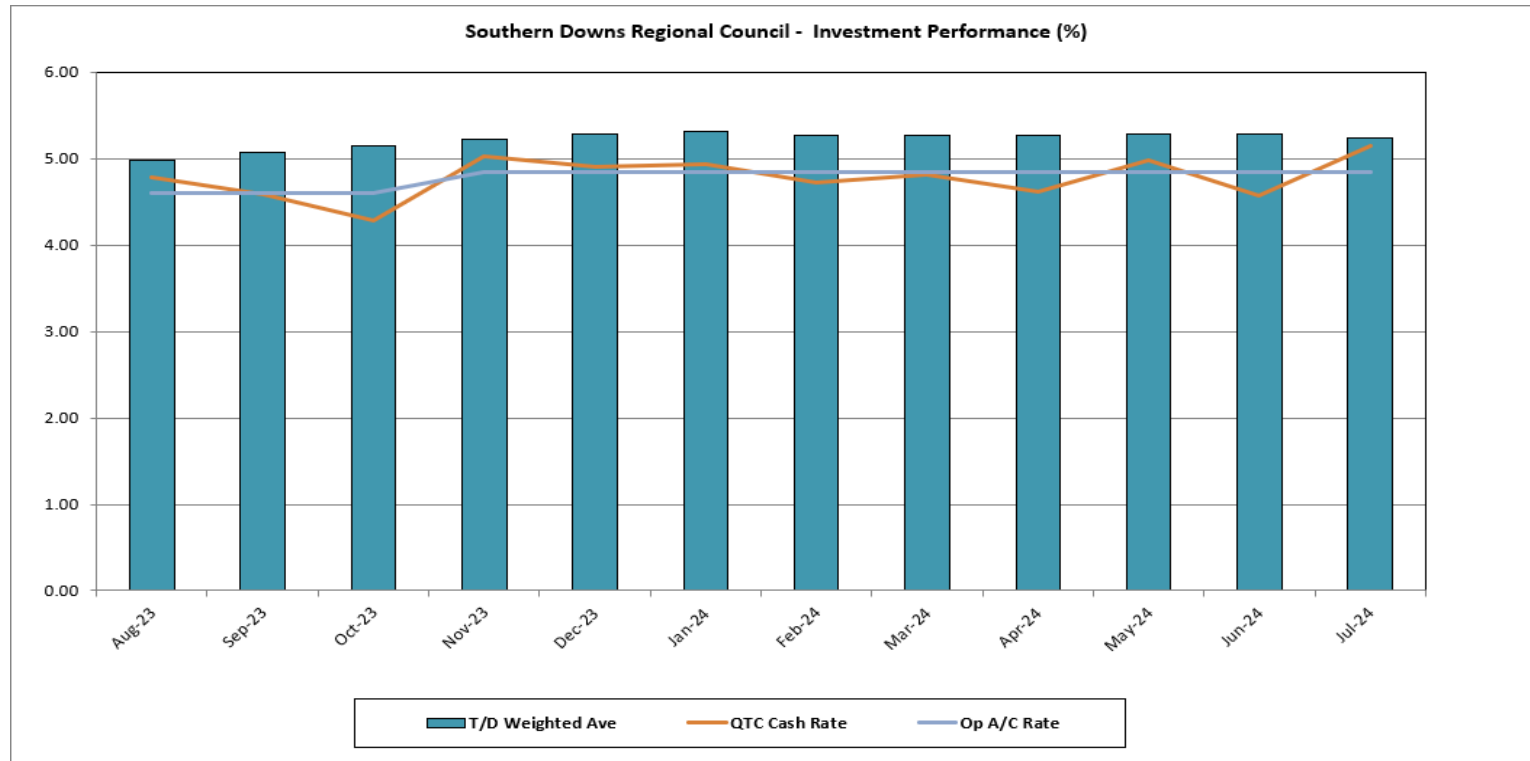
Major projects that have been capitalised include all Flood Recovery Works, Stanthorpe Art Gallery and Library Enhacement and the Warwick Saleyards Redevelopment.

The Finance Team will continue to work with Department Managers and Asset Management Team to review and update project status'.

**Southern Downs Regional Council
Total Monthly Cash Investment Register
As At 31 July 2024**



Southern Downs Regional Council
Investment Performance
As At 31 July 2024




**Southern Downs Regional Council
Borrowings Report
As At 31 July 2024**

QTC Loan Account Balances:

	\$
Fund Name: Southern Downs Regional Council	
CBD Redevelopment Stage 2	447,123
Market Square Pump Station	208,657
General	1,509,908
General 2009	714,973
General 2009/10	108,653
General 2010/11	1,641,202
General 2011/12	2,787,137
General 2012/13	1,603,818
Warwick Sewerage Treatment Plant	286,115
Allora Water Main	3,012,159
Total Loan Balance	<u>12,319,745</u>

13.2 2023/24 Grants to Community Recipients

Document Information

 Southern Downs REGIONAL COUNCIL	Report To: Ordinary Council Meeting	
	Reporting Officer:	Meeting Date: 21 August 2024
	Acting Grants Officer	ECM Function No/s: 15.45

Recommendation

THAT Council receive the report on the 2023/2024 Grants to Community recipients.

REPORT

Background

The purpose of Grants to Community is for Council to support local not-for-profit organisations to undertake projects or activities that will benefit the Southern Downs' residents and community.

In accordance with section 189 of the *Local Government Regulation 2012*, Council's expenditure on Grants to Community is reported in the Annual Report each financial year.

Report

Under Grants to Community Policy PL-CS075, the Community Grant Program was made available from 01 August 2023 to 30 June 2024 or when the budgeted funding allocation had been depleted in the 2023/2024 financial year.

Eligible applicants could apply for up to \$2,000.00.

The 2023/24 Community Grant Program opened on 01 August 2023, closed on 02 February 2024 with thirty-one (31) applications submitted, of which one (1) was incomplete, one (1) withdrawn and one (1) declined.

There were twenty-eight (28) successful applicants that were funded a total of \$50,247.13.

Conclusion/Summary

A total of \$50,247.13 was awarded to twenty-eight (28) local not-for-profit organisations throughout the Southern Downs in the 2023/2024 financial year.

The successful applicants are listed in alphabetical order in the attached document and will be published in the Annual Report and on Council's website.

FINANCIAL IMPLICATIONS

Nil

RISK AND OPPORTUNITY

Risk

Nil

Opportunity

Funding granted to various projects throughout the region, providing many ongoing benefits to the community.

COMMUNITY ENGAGEMENT

Internal Consultation

Nil

External Consultation

Applicant feedback

LEGAL / POLICY

Legislation / Local Law

Local Government Act 2009

Local Government Regulation 2012

Corporate Plan

Goal 1 Our People

Outcome: 1.2 Communities have the opportunities to grow and develop.

Objective: 1.2.1 Plan and provide community facilities and programs to meet the needs of our diverse community and enable community growth.

Policy / Strategy

Grants to Community Policy PL-CS075

ATTACHMENTS

1. 2023-24 - G2C - List of Recipients[↓](#)

Item 13.2 2023/24 Grants to Community Recipients
Attachment 1: 2023-24 - G2C - List of Recipients

Grants to Community


In accordance with section 189 of the Local Government Regulation 2012 the following table is Council's expenditure on Grants to Community to community not-for-profit organisations for the 2023/24 Financial Year:

Applicant	Project Title	Funding Received
Amiens History Association Inc	Provision of potable water at ALC	\$1,880.00
Artworks Granite Belt Inc.	Volunteer Support	\$2,000.00
Ballandean Hall and Sports Club	Benefit the community Projector Screen	\$2,000.00
Darling Downs Heavy Horse Association Inc	Darling Downs Heavy Horse Festival	\$2,000.00
Glen Aplin Memorial Hall and Sports Club Inc	Upgrade Smoke Alarms	\$1,077.62
Glengallan Homestead Trust Ltd	Glengallan Billboard Renewal Project	\$2,000.00
Goomburra Town Hall Committee	Sun Smart Goomburra Town Hall Volunteers	\$1,989.29
Granite Belt Support Services Inc	Signage on our Fleet Vehicles	\$2,000.00
Granite Borders Landcare Committee Incorporated	Stanthorpe Eco Expo 2023	\$1,994.39
Killarney & District Historical Society Inc.	Refurbish Bullocks	\$1,430.00
Killarney Community Mens Shed	Refurbish Shed	\$2,000.00
Killarney Cutting Club	Killarney Cutting Club Llewellyn GMSV Silverado Cutting Show	\$2,000.00
Pademelons Playtime	Gross Motorskill Play for Playgroup	\$1,551.00
QCWA Killarney Branch	100 year history of Killarney Branch QCWA publication	\$728.00
QLD HD & HR Holden Club	24th HD & HR Holden Nationals	\$2,000.00
Southern Downs Pickleball Association Inc	Growing Pickleball on the Southern Downs	\$1,659.97
Southern Downs Sporting Clays Inc	Groundskeeping and Cleaning Equipment for Southern Downs Sporting Clays	\$2,000.00
Stanthorpe Amateur Swimming & Lifesaving Club Incorporated	Smail Memorial Seat	\$2,000.00
Stanthorpe International Club	Vertical Blinds for Windows and Doors	\$2,000.00
Support Finder ..Just In Case	Just In Case ... Support Finder	\$1,996.50
Untamed Border Events	Untamed Border Run 2024	\$2,000.00
Warwick & District Archers Assoc.inc	Road and fire breaks project	\$2,000.00
Warwick Bridge Club Inc	Tyro Go Electronic Payment System	\$758.00
Warwick Clay Target Club Inc.	Annual two (2) day Clay Target Shoot.	\$2,000.00
Warwick Croquet Club Inc.	Replacement Club Signage	\$1,330.00
Warwick Poultry Club Inc	Fridge	\$1,852.36
Warwick Show and Rodeo Society	Hire of Qld ambulance Service	\$2,000.00
Warwick Turf Club	Furniture Upgrade	\$2,000.00

Total Grants to Community Funding Awarded in 2022/2023: \$ 50,247.13

13.3 Proposed Land Tenure - Southern Downs ARK

Document Information

	Report To: Ordinary Council Meeting	
	Reporting Officer:	Meeting Date: 21 August 2024
	Land Management Consultant	ECM Function No/s: 3863910

Recommendation

THAT Council

1. Pursuant to section 236(2) of the *Local Government Regulation 2012* (the Regulation), apply the exception stated in section 236(1)(b)(ii) of the Regulation, to the disposal of a non-current asset other than by tender or auction;
2. Approve a 10-year community organisation lease to Southern Downs ARK, on proposed lease area being located at Wentworth Street, Warwick, on part of Lot 1 on RP36271;
3. Authorise the Chief Executive Officer to negotiate and finalise the terms of the lease.

REPORT

Background

Southern Downs ARK Inc. (SD Ark) and the Southern Downs Regional Council collaborate through a memorandum of understanding in the delivery of re-homing unwanted animals in the region. Southern Downs ARK receive, process and re-house animals from Council's pound, with all services being provided by volunteers who currently use their private homes.

Unfortunately, this arrangement is causing regulatory issues and Southern Downs ARK require a permanent facility to undertake their role. They seek an area of land to construct a purpose-built facility, to consolidate their vital role and eliminate the need for volunteers to use their own home.

Report

SD Ark made a request for land to accommodate a purpose-built facility, Council has identified a suitable site in Wentworth Street, Warwick, adjacent to Council's pound. Council officers have identified the site and undertaken initial investigations to ensure the site is appropriate. Site details as follows:

Proposed Location – Attachment 1

RPD:	Lot 1 on RP36271
Address:	Wentworth Street, Warwick
Lease Area:	1452m ² (approx.)
Zoning:	Community Facilities

In order to seek funding, SD Ark require tenure over the site to establish the facility.

Proposed Facility – Attachment 2

The proposed facility will provide fit-for-purpose accommodation for managing animals requiring care. The facility consists of animal pens, exercise/activity area and carparking. Part of the

complex will include office space, secure storage, a laundry and cleaning area. CCTV monitoring will also be installed.

Council has been provided with project construction information with the assistance of a local consulting engineer. Building and planning approvals for the facility will be the responsibility of SD Ark, at their cost using available cash funds and fundraising proceeds.

Advice is being provided by Council's Planning and Environment Directorate for the proposed development. This includes planning and building approval requirements and ongoing operations.

Memorandum of Understanding

Council has a current Memorandum of Understanding with Southern Downs Ark, who assist with rehoming cats and dogs from the Warwick and Stanthorpe Animal Pounds. As a result of assistance from organisations such as Southern Downs ARK, Council has significantly increased the rehoming rates of animals from the pounds over the past several years. Southern Downs ARK and its volunteer carers are required to comply with Council's Local Laws on Animal Management, similar to all residents, and therefore an animal shelter will help provide a solution that ensures the organisation is operating in a compliant manner.

Operations

The facility will operate 7 days a week, 365 days of the year, depending on approval and permit requirements and the availability of volunteers. Daily activities include exercising and feeding animals, cleaning pens, grooming and socializing animals as required. Daily visitors may attend the site to inspect and take possession of available animals.

Financial & Incorporation Status

SD Ark is an incorporated and registered not-for-profit animal rescue charity run entirely by volunteers. Established in 2014, they rescue and re-home unwanted animals and assist Council in managing the large number of stray and unwanted animals.

A review of financial and statutory information for SD Ark indicates they have reasonable financial capacity, good governance systems and represent an appropriate organisation to support with land tenure and a long-term lease. In checking the bona fides of SD Ark, the following checks and balances are in place:

- Memorandum of Understanding with SDRC
- Current Certificate of Incorporation (Qld)
- Current charity registration through Australian Charities & Not-for-profits
- Public liability and volunteer insurance
- Sound cash position
- Deemed capacity to project manage and deliver new facility
- Ability to manage facility on an ongoing basis.

Proposed Lease

If Council supports this request, a lease will be prepared for a 10-year period, covering an area of approximately 1452m², with lease rental being in line with Council's Tenure Policy PL-RP001. The proposed lease will include terms and conditions including payment of rates and charges, insurance and ownership of improvements if the lease is canceled or expires.

Conclusion/Summary

Council is now requested to consider approving a lease of land to Southern Downs ARK as it meets legislative and operational requirements for Council. The proposed purpose-built facility aligns with Council's strategic

FINANCIAL IMPLICATIONS

Council will receive annual rental income for the lease, plus rates and charges, considering their eligibility as a not-for-profit group.

RISK AND OPPORTUNITY

Risk

Minimal risks exist with this decision as it meets legislative requirements and supports Council's animal management activities.

Opportunity

Council's collaboration and granting of land tenure will accommodate a new purpose-built facility that caters for the growing needs of animal management in the region.

COMMUNITY ENGAGEMENT

Internal Consultation

Minimal internal consultation other than discussions with Council officers in Planning & Local Laws.

External Consultation

Discussions and exchange of information with the proponent and consultants.

LEGAL / POLICY

Legislation / Local Law

Local Government Act 2009

Local Government Regulation 2012

Corporate Plan

Goal 1 Our People

Outcome: 1.2 Communities have the opportunities to grow and develop.

Objective: 1.2.1 Plan and provide community facilities and programs to meet the needs of our diverse community and enable community growth.

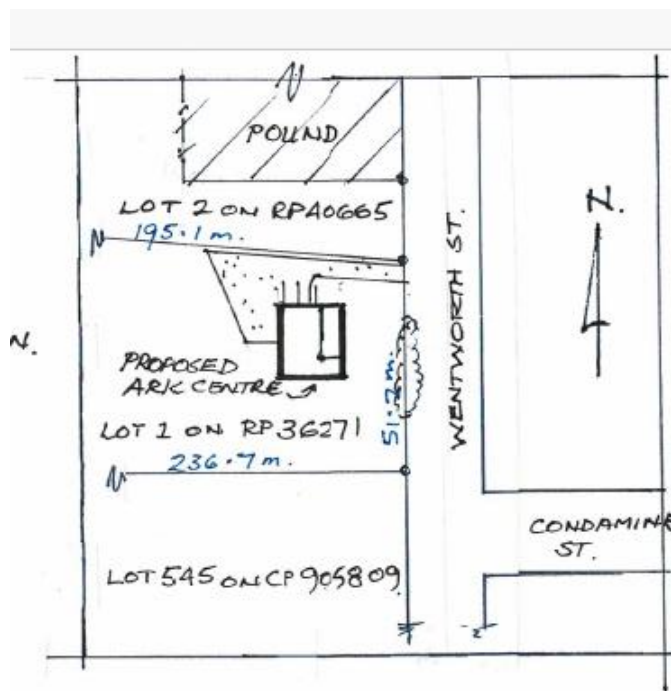
Policy / Strategy

Council Tenure Policy PL-RP001

ATTACHMENTS


1. Proposed Location [↓](#)
2. Proposed Facility [↓](#)

Proposed Location - Southern Downs ARK



13.4 Disposal of Freehold Land - Town Street, Karara

Document Information

	Report To: Ordinary Council Meeting	
	Reporting Officer:	Meeting Date: 21 August 2024
	Land Management Consultant	ECM Function No/s: 3872415

Recommendation

THAT Council accept the offer to purchase a valuable non-current asset, being vacant land located at Town Street, Karara and described as Lot 5 on K5914, pursuant to section 236(1) of the *Local Government Regulation 2012*, given it was recently offered for sale by tender but was not sold.

REPORT

Background

Council continues to review its land portfolio to ensure Council owned and controlled land is utilized, retain for a future purpose or otherwise disposed. Council considers that the optimization of land assets is critical to achieving long-term housing, development and community outcomes.

Report

Council released tenders for the disposal freehold vacant land in 20 February 2024 with one (1) of the four (4) available lots not getting any offers. Tenders were considered at Council's Ordinary Meeting on 19 April 2024, with the allotment detailed below not getting an offer and not being sold.

RPD: Lot 5 on K5914
Address: Town Street, Karara
Area: 1325m²
Zoning: Township

Since that time, Council has received an offer to purchase this allotment.

Pursuant to section 236(1) of the *Local Government Regulation 2012*, Council may dispose of a valuable non-current asset other than by tender or auction if—

(a) The valuable non-current asset—

- (i) was previously offered for sale by tender or auction but was not sold; and
- (ii) is sold for more than the highest tender or auction bid that was received.

No tenders were received for the above allotment when offered in February 2024. Subsection 1(a) imposes no time limit after an unsuccessful tender or auction within which a private sale may take place. It is a requirement that the sale price accepted by Council is equal to or greater than the highest bid at a previous tender. Given there were no tenders, it is recommended the current offer be accepted.

Conclusion/Summary

Council is now requested to consider and accept the offer given it provides a reasonable disposal price and is advantageous to Council.

FINANCIAL IMPLICATIONS

The current offer represents reasonable value for Council and enable rates to be levied on land not otherwise rated.

RISK AND OPPORTUNITY

Risk

Minimal risks exist with this decision as it aligns with Council's strategic goals, and meets legislative requirements.

Opportunity

Opportunities exist where Council is able to dispose of surplus land. Such land is available for purchase and provides residents with an opportunity to secure land ownership. Local economic benefits exist from selling land that may attract buyers for lots that vary in size and location.

COMMUNITY ENGAGEMENT

Internal Consultation

Internal consultation has occurred through relevant staff involved in land optimisation.

External Consultation

External consultation has occurred through previous tender advertising and contact with interested persons.

LEGAL / POLICY

Legislation / Local Law

Local Government Regulation 2012

Corporate Plan

Goal 2 Our Places

Outcome: 2.2 Public places, services and facilities are accessible, sustainable and cost effective.

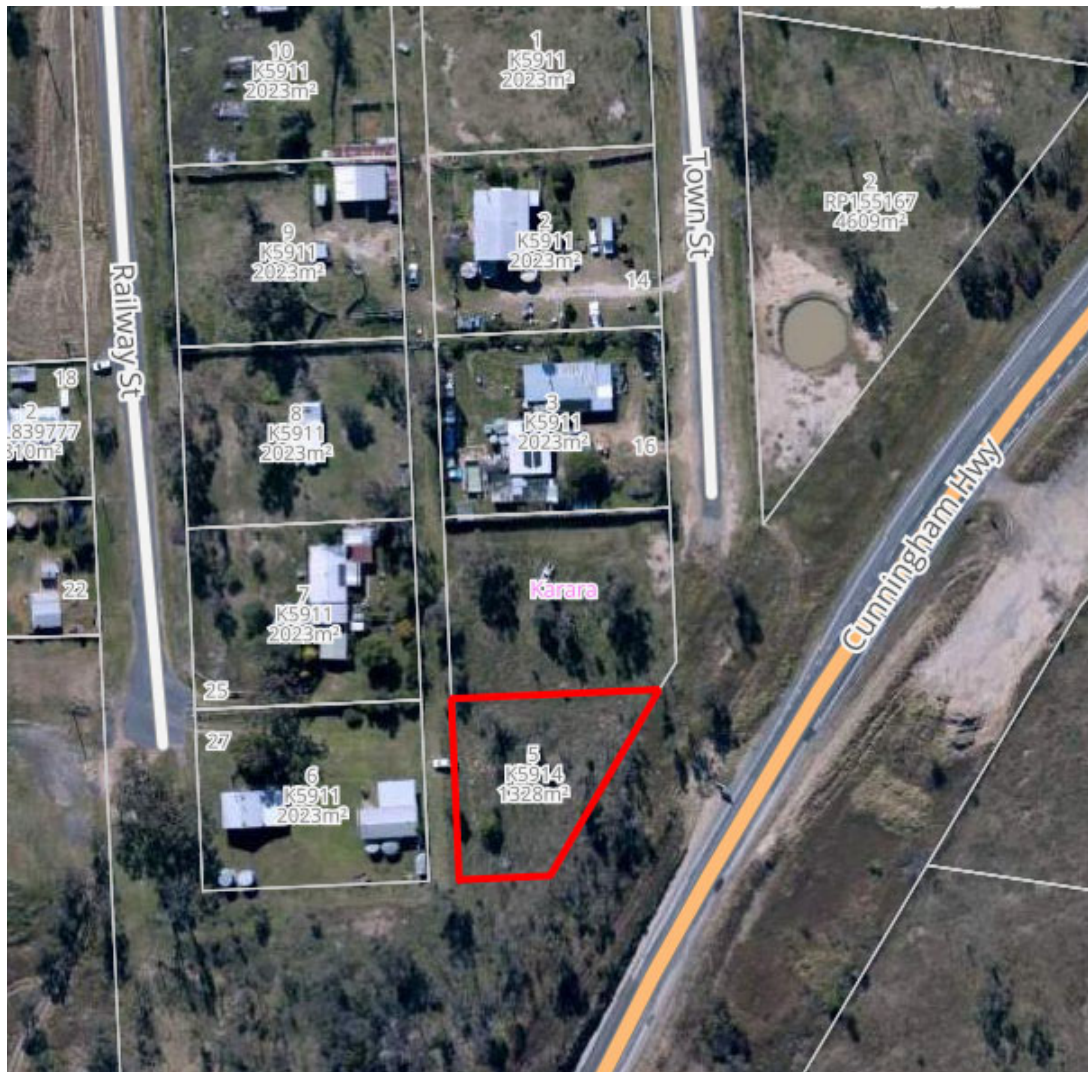
Objective: 2.2.1 Facilitate and plan for safe, accessible and affordable infrastructure, housing, health and communication services for the community, visitors and industry.

Policy / Strategy

SDRC Procurement Policy – PL-FS010


ATTACHMENTS

1. Private Offer (Confidential - Provided to Councillors only)
2. Site Map [↓](#)



13.5 Disposal of land described as Lot 3 on SP287028, located at 10 Gus Mauch Road, MASSIE - Warwick Aerodrome

Document Information

	Report To: Ordinary Council Meeting	
	Reporting Officer:	Meeting Date: 21 August 2024
	Land Management Officer	ECM Function No/s: 3882422

Recommendation

THAT Council:

1. Pursuant to section 236(2) of the *Local Government Regulation 2012*, apply an exception to the disposal of a valuable non-current asset other than by tender or auction for land located at 111 Massie Bony Mountain Road, Massie and described as Lot 3 on SP287028 (the Land);
2. Pursuant to section 236(1)(c)(vii) of the *Local Government Regulation 2012*, approve the disposal of the Land to the current lessee at market value given the land is used as an airport or related purposes; and
3. Authorise the Chief Executive Officer to finalise the terms and conditions of the sale and relevant Titles Queensland land transfer documents.

REPORT

Background

Council has developed and subsequently leased and/or sold various parcels of land at the Warwick Aerodrome, dating back a number of years. Prior decisions to dispose of leased land were delegated to the Chief Executive Officer, as the lessee was given the option to purchase the land.

The current Lessee of Lot 3 on SP287028 (shown in the attached site map), having an established lease since July 2011, seeks to purchase the land. This request comes about following a previous agreement where Council agreed to dispose of the land to the Lessee. In November 2020, Council offered the Lessee an option to lease or buy the land, with a proposed purchase price being considered at the time. Discussions regarding the proposed purchase were ongoing, however, no purchase occurred due to financial strain on the Lessee at that time. With Council's consent, the Lessee has continued to lease the site with renewed lease.

Report

Pursuant to section 236 of the *Local Government Regulation 2012*, Council has the ability to dispose of land without holding an auction or calling tenders, in certain circumstances. In the past, Council has provided the Chief Executive Officer with delegated authority to approve the disposal of land, with exemption from tendering or auction, in certain circumstances. At Council's General Meeting on 26 April 2018, Council resolved that the following circumstances for disposal applied:

- (a) The land is not suitable to be offered for disposal by tender or auction for a particular reason, including for example, the size of the land or the existence of particular infrastructure on the land; and

- (b) There is not another person who owns other adjoining land who wishes to acquire the land; and
- (c) It is in the public interest to dispose of the land without a tender or auctions; and
- (d) The disposal is otherwise in accordance with sound contracting principles.

Given the leased area contains a hangar and concrete slab owned by the Lessee, there is added complication in separating the constructed assets and disposing of the land which may either require the Lessee to remove the slab and hangar or negotiate the sale of the hangar to a new perspective buyer. The risk arises that potential buyers would be deterred from offering to buy the land given the existence of a hangar on the land.

Having regard to the background circumstances, Council is able to rely on exceptions for the disposal of a valuable non-current assets whereby Council may dispose of an interest in land that is used as an airport or for related purposes if it is in the public interest to dispose of the land without a tender or auction and the disposal is otherwise in accordance with sound contracting principles. In support of the recommendation to dispose of the land to the Lessee, the following circumstances are provided:

Sound contracting principles (section 104(3) of the *Local Government Act 2009*) (LGA):

- a revised valuation dated July 2024 was obtained for the land only. A registered valuer under the *Valuers Registration Act 1992* prepared the market value for the Land, which was agreed to by the Lessee. The market value indicated that the sale price meets market expectations and is considered acceptable to Council.
- The existence of a constructed hangar and concrete slab, potentially not forming part of the sale contract presents a risk to achieving open and effective competition.

Public Interest

- Included in the ***local government principles*** (section 4(2) of the LGA) is transparent and effective processes and decision-making. In this case, it is deemed unnecessary and costly to offer the land by tender given the prior agreement with the Lessee and existing ownership of assets on the land.

Conclusion/Summary

Council is now requested to consider approving the disposal of land to the prospective buyer, based on the previous circumstances together with Council meeting legislative compliance with the exceptions to dispose of such land.

Given the prolonged negotiations between Council and the Lessee, without a sale being executed when initial discussions took place, Council is requested to consider the matter in lieu of the Chief Executive Officer exercising delegated authority, which is considered an expired authority for this matter in any case.

FINANCIAL IMPLICATIONS

There are no significant financial implications of this decision, other than sale proceeds not being budgeted and ongoing rates revenue continuing.

Legal costs for the sale are deducted from sale proceeds and the purchaser meets their legal costs

RISK AND OPPORTUNITY

Risk

Minimal risks exist with this decision as it meets legislative requirements and resolves a long-standing lease matter.

Opportunity

Council has the opportunity to dispose of land that was previously being leased. Sale proceeds are received in lieu of ongoing lease rental payments.

COMMUNITY ENGAGEMENT

Internal Consultation

No internal consultation has occurred with this matter, other than senior management.

External Consultation

External consultation has occurred with the prospective purchaser. Council has also sought comments from the Principal Advisor, Local Government Division, Department of State Development, Infrastructure, Local Government and Planning. Advice indicates that Council may consider the use as airport and related purposes together with ensuring the disposal is in the public interest and meets sound contracting principles.

LEGAL / POLICY

Legislation / Local Law

Pursuant to the *Local Government Regulation 2012*, Council cannot dispose of land unless it invites written tenders under section 228 or offers the land for sale by auction. However, pursuant to section 236(1)(c)(vii), Council has the ability to dispose of land without holding an auction or calling tenders where the disposal is of an interest in land that is used as an airport or for related purposes, if it is in the public interest and in accordance with sound contracting principles. Those circumstances have been addressed in this report and supporting information presented to justify the recommendation.

Corporate Plan

Goal 1 Our People

Outcome: 1.2 Communities have the opportunities to grow and develop.

Objective: 1.2.3 Offer contemporary community development services across the region that reflect the needs and aspirations of the community.

Policy / Strategy

Council Tenure Policy PL-RP001. Compliance with the requirements of the lease policy have been achieved


ATTACHMENTS

1. Site Map[📄](#)
2. Valuation July 2024 (Confidential - Provided to Councillors only)



13.6 Telecommunications Lease - Glen Road - Rosenthal Heights - Lot 1 on RP210020

Document Information

	Report To: Ordinary Council Meeting	
	Reporting Officer:	Meeting Date: 21 August 2024
	Land Management Officer	ECM Function No/s: 3792432

Recommendation

THAT Council:

1. Apply an exception to the disposal of a valuable non-current asset other than by tender or auction for land located at Glen Road, Rosenthal Heights and described as Lease A in Lot 1 on RP210020 on SP176075(the Land) pursuant to section 236(2) of the *Local Government Regulation 2012*;
2. Approve a telecommunications lease for 20 years, commencing 22 December 2024, on the Land pursuant to section 236(1)(c)(iv) A to D of the *Local Government Regulation 2012*, and
3. The Chief Executive Officer be authorised to negotiate and finalise the terms of the lease.

REPORT

Background

An existing Indara telecommunications tower exists on land located at Glen Road, Rosenthal Heights and described as Lease A in Lot 1 on RP 210020 on SP176075, as shown in Attachment 1. The current lease is due to expire on 21 December 2024, which has been in place since 22 December 2004. Indara Limited has requested a renewal of the lease, allowing sufficient time to negotiate and finalise the terms and conditions of the lease, prior to expiry. Indara has offered a proposed lease on terms and conditions that is suitable to Council. The lease will be a standard Indara Lease document.

Report

Pursuant to section 236 of the *Local Government Regulation 2012* (the Regulation), Council has the ability to sell or lease land without holding an auction or calling tenders, in certain defined circumstances.

In accordance with section 236(1)(c)(vi), Council may dispose of the land other than by tender or auction if the disposal is for the purpose of a lease for a telecommunication tower.

Section 236(3) of the Regulation requires Council to only dispose of land or an interest in land under this section if the consideration for the disposal would be equal to, or more than, the market value of the land or the interest in land, including the market value of any improvements on the land.

A registered valuer under the *Valuers Registration Act 1992* prepared a market value for the Land, which was considered as part of the negotiations with Indara. The market value indicated that the proposed rent being offered by Indara meets market rental expectations, when considering market evidence of telecommunications towers in the region.

Conclusion/Summary

Council is now requested to consider approving a lease of the Land to Indara limited which meets legislative requirements together with establishing market rent. The proposed lease also adheres to the relevant provisions of Council's Tenure Policy and the Land Title Practice Manual.

FINANCIAL IMPLICATIONS

Council will receive annual rental income for the lease over the Land, including annual increases according to a set percentage. Rental income conforms to market rates.

RISK AND OPPORTUNITY

Risk

Minimal risks exist with this decision as it meets legislative requirements and supports ongoing telecommunication services for the region.

Opportunity

Council establishes an appropriate use on the land, consistent with surrounding activities and ensuring Council optimizes returns on land assets.

COMMUNITY ENGAGEMENT

Internal Consultation

Minimal internal consultation has occurred as this lease is a renewal only.

External Consultation

Lease negotiations with Indara Limited. Request for market value of the land with registered land valuer.

LEGAL / POLICY

Legislation / Local Law

Local Government Act 2009

Local Government Regulation 2012

Valuers Registration Act 1992

Corporate Plan

Goal 1 Our People

Outcome: 1.2 Communities have the opportunities to grow and develop.

Objective: 1.2.2 Provide equitable access, and advocate for, a range of services, programs and facilities to address the marginalised and "hard to reach" groups within the community to foster inclusion, growth and skills development.

Policy / Strategy


Council Tenure Policy PL-RP001 – compliance with the requirements of the policy are achieved.

ATTACHMENTS

1. Map of Lease A [↓](#)
2. Valuation (Confidential - Provided to Councillors only)

13.7 Application for Permanent Road Closure adjacent to 14045 Cunningham Highway, Rosenthal Heights, Lot 2 on RP166501

Document Information

	Report To: Ordinary Council Meeting	
	Reporting Officer:	Meeting Date: 21 August 2024
	Land Management Consultant	ECM Function No/s: 3863666

Recommendation

THAT Council:

1. Offer no objection to the application to permanently close a section of dedicated road, adjacent to 14045 Cunningham Highway, Rosenthal Heights, provided the land is amalgamated with Lot 2 on RP166501; and
2. Authorise the Chief Executive Officer to sign any survey plans which may result from this application.

REPORT

Background

Council has received a request from a landowner located at 14045 Cunningham Highway, Rosenthal Heights, seeking views on an application (refer Attachment 1) to permanently close an area of dedicated road adjacent to Lot 2 on RP166501 shown in Attachment 2 (area shaded in green). The applicant seeks to permanently close the existing road and purchase the land from the Department of Resources, with the intention of utilising the land and erecting structures.

Report

An applicant seeking to apply to purchase State land is required to seek comments from Council on Part C – From LA 30 - *Statement in relation to an application under the Land Act 1994 (the Act) over State Land* to accompany an application to the Department of Resources.

The permanent road closure applies to a section of road between the Cunningham Highway and the South Western Railway. The land is located west of the applicant's land located at 14045 Cunningham Highway. The approximate area of the dedicated road proposed for closure is 5,570m².

If the road is closed, there is no impact to future access to other lots in the area.

An internal assessment has been undertaken by Council officers, as follows:

- Sustainability and Environment Services advise that there are no issues or concerns with the request.
- Infrastructure Services have no concerns or objections to the application. There are no issues at the site as far as existing Council infrastructure is concerned. A drainage easement exists to the east of the site, on the southern side of the railway line but nothing

on the northern side through the applicant's lot. It was highlighted that Queensland Rail may have comments, however, they will be consulted separately.

- No planning issues are applicable with the application given the road reserve will be amalgamated with Lot 2 on RP166501 and no new lots are created.
- Parks and Operations have no concerns or objection.

If approved by the Department of Resources, the dedicated road will be re-surveyed and included in the applicant's substantive allotment, pursuant to section 99(4) of the *Land Act 1994*.

Conclusion/Summary

The application to permanently close the dedicated road located on the Cunningham Highway, Rosenthal Heights and adjacent to Lot 2 on RP166501 raises no objections and is supported by Council.

FINANCIAL IMPLICATIONS

There are no financial implications arising from this request. All costs are met by the applicant.

RISK AND OPPORTUNITY

Risk

Minimal risks exist with this decision as it is based on legislation and supports the applicant's intentions to utilize the land.

Opportunity

Council promotes the landowners desire to use the land for their personal activities.

COMMUNITY ENGAGEMENT

Internal Consultation

Internal consultation supports the request.

External Consultation

No external consultation is conducted by Council. The Department of Resources is the decision-maker for the application. Council is deemed an interested party given its role as road manager and is not required to consult with landowners.

LEGAL / POLICY

Legislation / Local Law

Council controls all roads in its local government area pursuant to section 60 of the *Local Government Act 2009*.

The application to permanently close a road is decided by the Minister pursuant to section 99(1) of the *Land Act 1994*. Only adjoining land owners or public utility providers can apply to permanently close a road.

Corporate Plan

Goal 2 Our Places

Outcome: 2.2 Public places, services and facilities are accessible, sustainable and cost effective.

Objective: 2.2.1 Facilitate and plan for safe, accessible and affordable infrastructure, housing, health and communication services for the community, visitors and industry.

Policy / Strategy

Use of Roads Policy - PL-IS110. There are no conflicts with the roads policy.

ATTACHMENTS

1. Application[↓](#)
2. Site Plan[↓](#)

From: "Queensland Government" <noreply-form@qld.gov.au>
Sent: Fri, 28 Jun 2024 19:12:16 +1000
To: mail@sdrc.qld.gov.au
Subject: LA30 statement under the Land Act 1994 is required
Attachments: IMG_0904.png, IMG_0857.png, Application Form 18e - Road closure-667e7e6cb79ca6706b4a5857.pdf

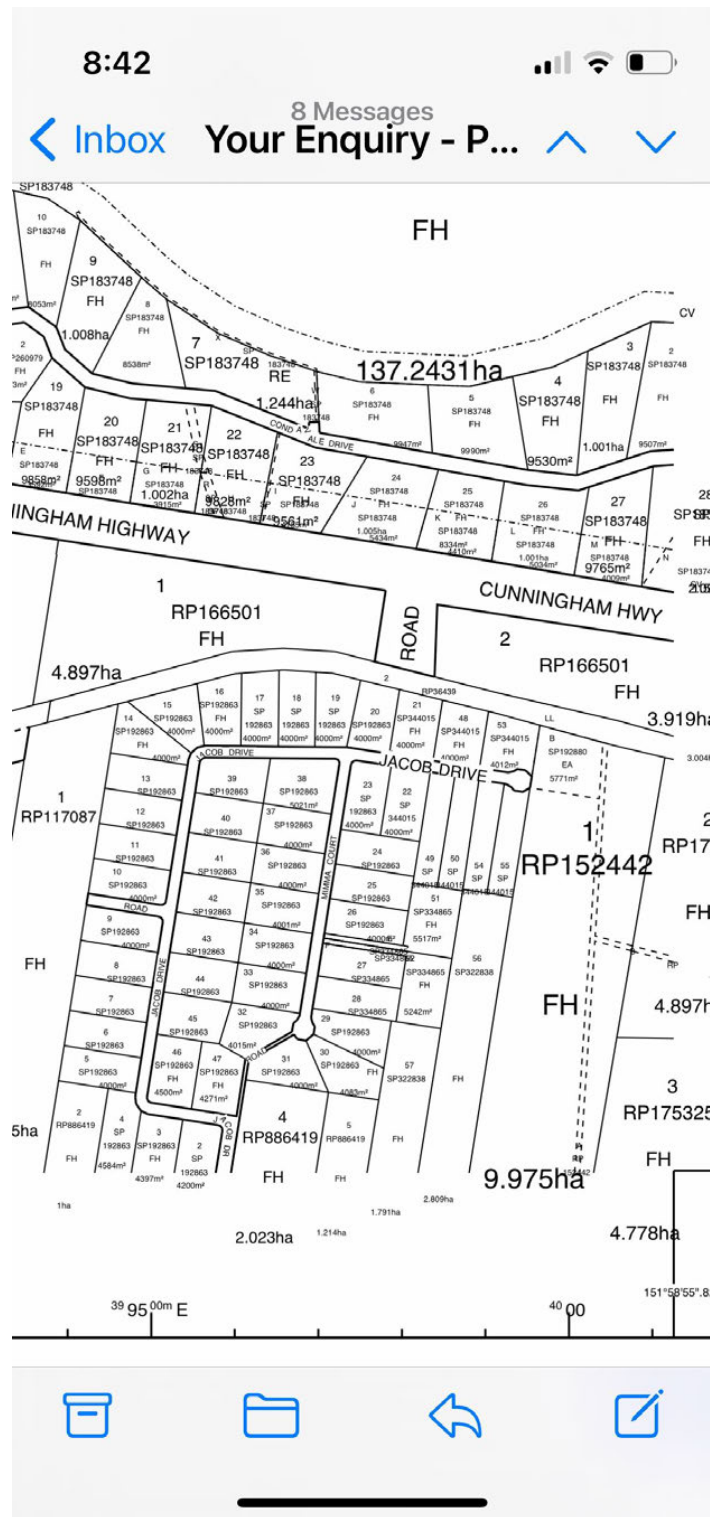
We've received an application that requires you, as the relevant road manager to complete an *LA30 - Statement in relation to an application under the Land Act 1994 over State land (LA30 statement)*.

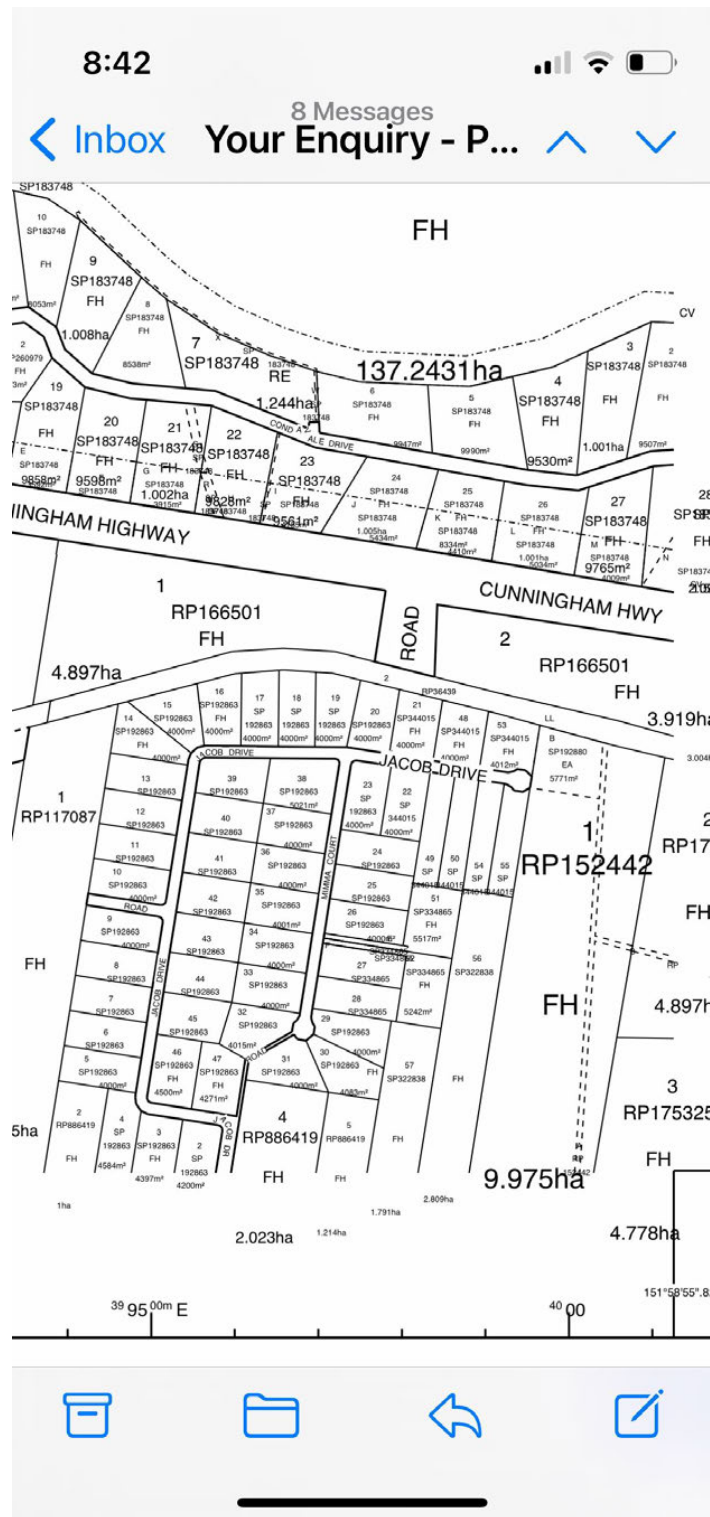
What happens next?

1. You'll need to review the attached application and supporting documents.
2. Complete the [LA30 - Statement](#).
3. Add the applicant's email daynaknight59@gmail.com in the LA30 - Statement so they receive a copy of the completed form.
4. Ensure the customer's application and supporting documents are uploaded within the LA30 – Statement.
5. Submit the completed form online. You and the applicant will receive a confirmation email from the Department of Resources to let you know the process is complete.

Contact us

For more information about your application please contact your nearest [Department of Resources business centre](#).







Before you apply

Before you can complete this application

Required fields are marked with an asterisk (*).

The relevant road manager must complete an LA30 – *Statement in relation to an application under the Land Act 1994 over State Land (LA30 statement)* before we can assess your application. We'll send them the appropriate form automatically as part of this application process.

Contact the road manager to discuss your application before you complete this form. Make sure they provide an email address so the department can send them the LA30 statement.

The road manager is:

- the Department of Transport and Main Roads for a state-controlled road
- the relevant local authority for a local road.

I acknowledge:

The relevant road manager must complete an LA30 – *Statement in relation to an application under the Land Act 1994 over State Land (LA30 statement)* before we can assess your application. We'll send them the appropriate form automatically as part of this application process.

Contact the road manager to discuss your application before you complete this form. Make sure they provide an email address so the department can send them the LA30 statement.

The road manager is:

- the Department of Transport and Main Roads for a state-controlled road
- the relevant local authority for a local road.

I acknowledge:

- ☒ Once completed, this application and all its contents and attachments will be sent to the road manager's email I provide in this application form. *
- ☒ Once the road manager has submitted the LA30 statement, my application and all attachments will be sent to the department for verifying and payment of application fee. *
- ☒ I will need to pay the application fee to complete this application. *

Provide the road manager's email address *

mail@sdr.c.qld.gov.au

Start your application

Are you lodging this on behalf of the applicant?

The applicant is the person or corporation wishing to apply for a state land service. The lodger is a legal practitioner lodging this application on behalf of the applicant.



Are you the: *

- ☐ Lodger
☒ Applicant

Enter your email *

Pre-lodgement information

Pre-lodgement information

Have you contacted us to discuss this application (strongly encouraged)? *

- ☒ Yes
☐ No

Provide details of any timeframes the department should be aware of when assessing your application (for example, a settlement date)

If this application relates to a project, provide an overview and how your application relates to the project

Road closure

Road closure

This application is for a *

- ☒ Permanent road closure
☐ Temporary road closure

Foreign acquirer and GST

Foreign acquirer and GST

Are any of the applicants a foreign acquirer as defined by the Additional Foreign Acquirer Duty (AFAD)? *

- ☐ Yes
☒ No

Are the applicants registered for GST and acquiring the land for a creditable purpose as defined in the Tax Administrator Act 1953 (Cwth). *

- ☐ Yes
☒ No

Use details



Use details

Is the road area currently being used? *

- ☐ Yes
☒ No

Provide details of the proposed use of the road area *

Building of a Horse Barn, yards and possible tiny home as well

Additional details

Additional details

Upload a copy of a Dial before you dig enquiry detail page for the road area you're applying for ? *

File Name
Size

[IMG_0904.png](#)
854.34 kB

Uploading files

Maximum file size is 15Mb per file, with a maximum of 30Mb of files uploaded per application and accepted file types are jpg, jpeg, png, docx, rtf, doc, xls, xlsx, csv and pdf.

File not accepted by uploader

If you cannot upload a file, check the file is an accepted file type and size. If it is not an accepted file type, try converting it to PDF format as this is an accepted file type and can reduce the size.

Does this application relate to an application you are lodging to dedicate state land as road? *

- ☐ Yes
☒ No

Upload any additional documents to support your application. ?

File Name
Size

Applicant's details

Applicant's details

The applicant is the person or corporation wishing to apply for a state land service.



Is there more than one applicant *

- ☐ Yes
☒ No

Is this applicant a company or organisation? *

- ☐ Yes
☒ No

Title

Mr

First name *

[REDACTED]

Last name *

[REDACTED]

Contact number *

[REDACTED]

Alternative contact number

Postal address ? *

14045 CUNNINGHAM HWY, ROSENTHAL HEIGHTS QLD 4370

☐ Enter address / PO Box manually

Land details

Land details

Enter the land details of any land you lease from the State or are the registered owner that adjoins the land being applied for.

Address search

Address search

14045 CUNNINGHAM HWY, ROSENTHAL HEIGHTS QLD 4370 (lot/plan: 2/RP166501)

Lot and plan search

Lot search

2



Plan search

RP1

Coordinates search

Latitude

-27.51455633

Use decimal degrees format e.g. Latitude: -27.8025 (instead of 27°48'09"S)

Longitude

153.21985191

Use decimal degrees format e.g. Longitude: 153.4344 (instead of 153°26'04"E)

Land details list *

Address item *

14045 CUNNINGHAM HWY, ROSENTHAL HEIGHTS QLD 4370, 2/RP166501, -28.21276935, 151.98113106 *

Local government *

Southern Downs Regional Council

Other details of land location

Road on the left to 14045 Cunningham HWY Rosenthal Heights QLD 4370

Upload a drawing of the proposed road closure ? *

**File Name
Size**

[IMG_0857.png](#)
854.34 kB

The drawing (minimum size A4) must include:

- general location including your land
- area of road to be closed
- lot on plan information
- a north point
- scale
- dimensions.

The drawing (minimum size A4) must include:

- general location including your land



- area of road to be closed
- lot on plan information
- a north point
- scale
- dimensions.

Declaration

Signature of applicant (or their legal practitioner) *

☐ Before you apply

☐ Start your application

☐ Pre-lodgement information

☐ Road closure

☐ Foreign acquirer and GST

☐ Use details

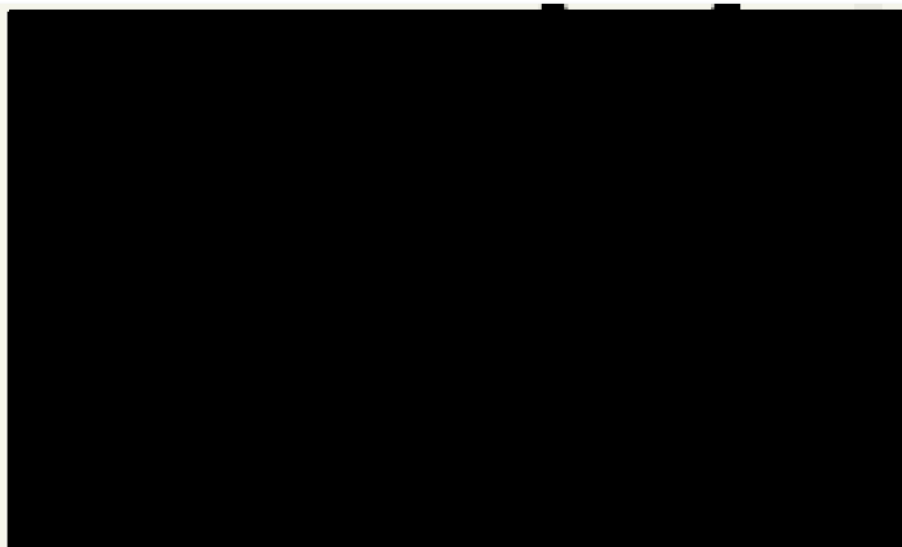
☐ Additional details

☐ Applicant's details

☐ Land details

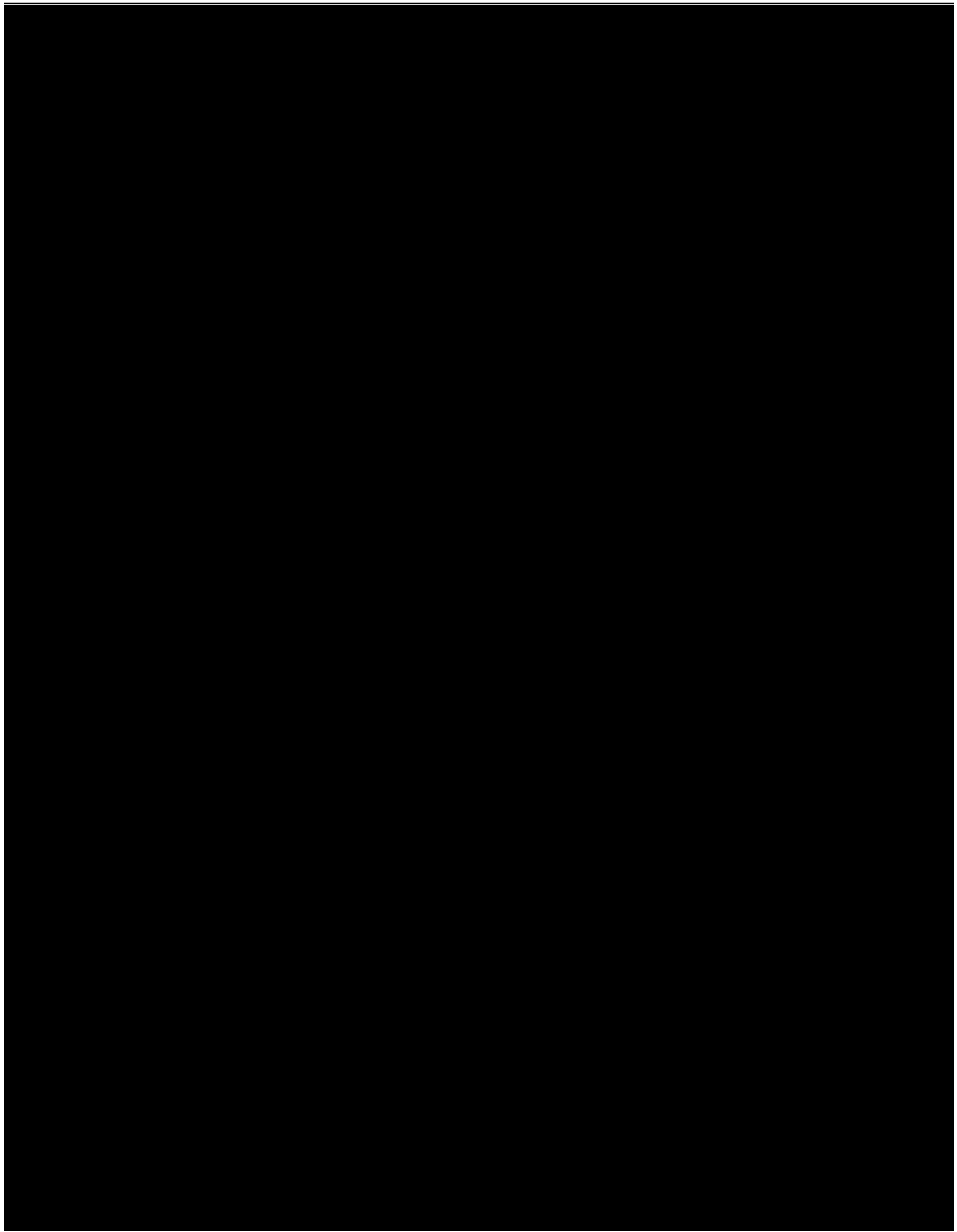
Declaration



- ☒ I have read the information that forms part of this application, and the information I have provided is true and accurate. I am aware my application will not be considered unless all parts of this application form are completed accurately. In this instance, my application may be returned to me to complete. *



Full name of signee *






	Disclaimer: Southern Downs Regional Council does not warrant the accuracy of information in this publication and any person using or relying upon such information does so on the basis that SDRC shall bear no responsibility or liability whatsoever for any errors, faults, defects or omissions in the information.	Scale (A4): 1:3024 Projection: GDA2020 / MGA zone 56	
	Based on or contains data provided by the Department of Resources Queensland 2024 which gives no warranty in relation to the data (including accuracy, reliability, completeness or suitability) and accepts no liability (including without limitation, liability in negligence) for any loss, damage or costs (including consequential damage) relating to any use of the data.	Printed by: Mark Watt Date: 2/07/2024	

13.8 Application for Permanent Road Closure - Mullins Road, ROSEHILL QLD 4370 - Adjacent to Lot 1 on RP201273

Document Information

	Report To: Ordinary Council Meeting	
	Reporting Officer:	Meeting Date: 21 August 2024
	Land Management Officer	ECM Function No/s: 3874917

Recommendation

THAT Council, pursuant to section 99(1) of the *Land Act 1994*, offer no objection to the application for a permanent road closure over part of the Road Reserve adjacent to Lot 1 on RP201273.

REPORT

Background

Council has received a request from the Department of Resources seeking views on an application to permanently close a road reserve that runs along the south-eastern boundary of Lot 1 on RP 201273, as shown in Attachment 1. The owners of this lot seek to permanently close the existing road reserve.

Report

An applicant is required to seek comments from Council on Part C – From LA 30 - *Statement in relation to an application under the Land Act 1994 (the Act) over State Land* to accompany an application to the Department of Resources.

The permanent road closure applies to a road reserve that runs to the South East of Lot 1 on RP201273. The closure of the road reserve would not affect access for any other properties. The approximate area of the road reserve being closed is 0.252 Ha. The applicant has advised that the land will be used for road access and as a car park for the Warwick Pistol Club.

If approved by the Department of Resources, the Road Reserve and Lot 1 on RP201273, will be re-surveyed and included in Lot 1 as part of a single allotment, pursuant to the Act. Internal assessment has been undertaken by Council officers.

- Planning and Environmental Services have no planning issues with the application and support the amalgamation of the road reserve with the adjoining lot, ensuring there is only one Lot total.
- Regulatory Services have no issues as the current use of the Land would remain the same after closure and amalgamation.
- Infrastructure Services have no objection to the application.

If approved by the Department of Resources, the dedicated road will be re-surveyed and included in the applicant's substantive allotment, pursuant to section 99(4) of the *Land Act 1994*.

Conclusion/Summary

The application to permanently close the road reserve adjacent to Lot 1 on RP201273 as shown in Attachment 1 raises no objections and is supported by Council.

FINANCIAL IMPLICATIONS

There are no financial implications arising from this request. All costs are met by the applicant.

RISK AND OPPORTUNITY

Risk

Minimal risks exist with this decision as it is based on legislation and supports the applicant's current needs with access and parking.

Opportunity

Council promotes the landowners desire to use the land for their personal activities.

COMMUNITY ENGAGEMENT

Internal Consultation

Internal consultation supports the request.

External Consultation

No external consultation is conducted by Council. The Department of Resources is the decision-maker for the application. Council is deemed an interested party given its role as road manager and is not required to consult with landowners.

LEGAL / POLICY

Legislation / Local Law

Council controls all roads in its local government area pursuant to section 60 of the *Local Government Act 2009*.

The application to permanently close a road is decided by the Minister pursuant to section 99(1) of the *Land Act 1994*. Only adjoining land owners or public utility providers can apply to permanently close a road.

Corporate Plan

Goal 2 Our Places

Outcome: 2.2 Public places, services and facilities are accessible, sustainable and cost effective.

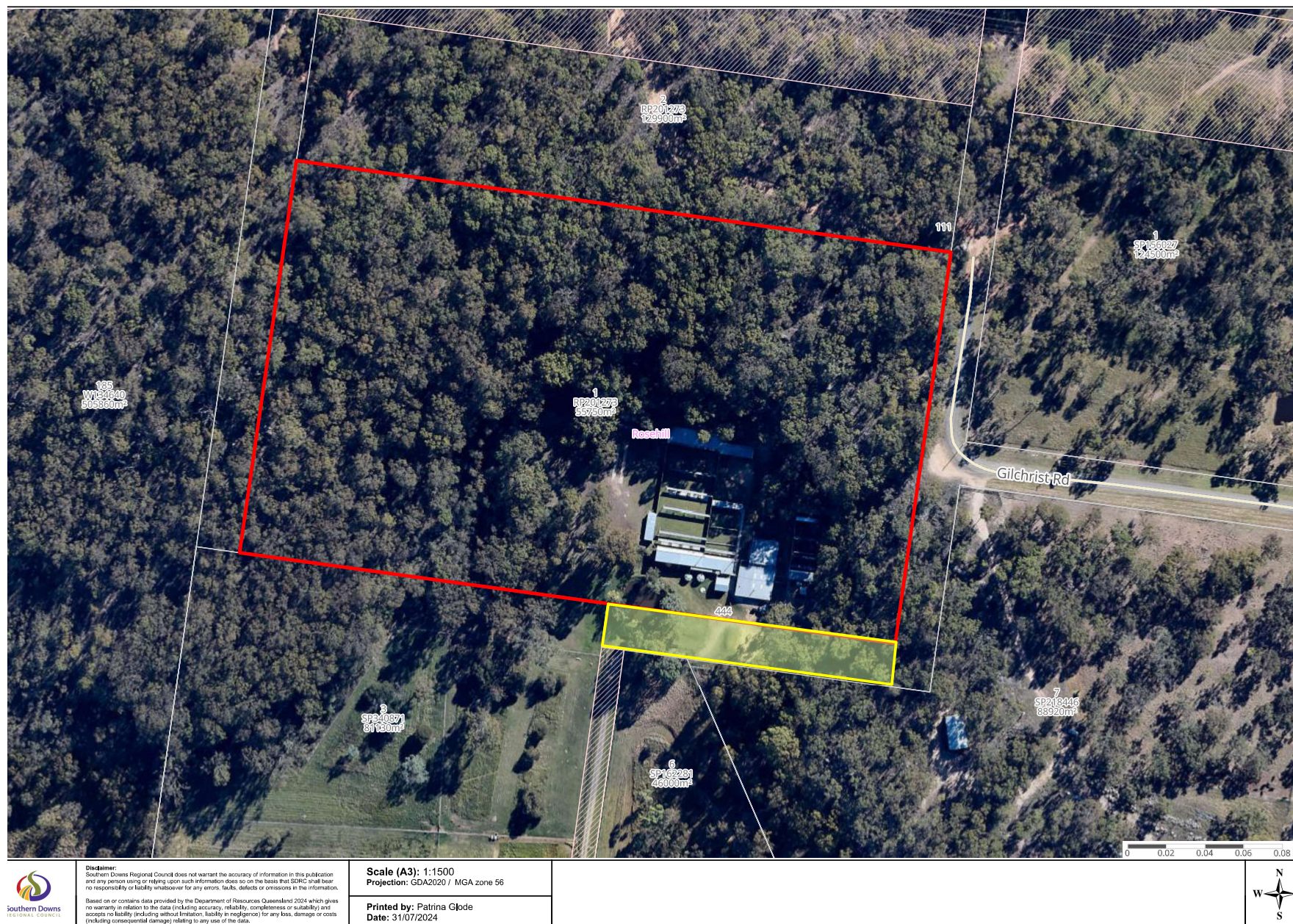
Objective: 2.2.1 Facilitate and plan for safe, accessible and affordable infrastructure, housing, health and communication services for the community, visitors and industry.

Policy / Strategy

Use of Roads Policy - PL-IS110. There are no conflicts with the roads policy.


ATTACHMENTS

1. Site of Map [↓](#)



13.9 Policy Review

Document Information

	Report To: Ordinary Council Meeting	
	Reporting Officer:	Meeting Date: 21 August 2024
	Governance Officer	ECM Function No/s:

Recommendation

THAT Council adopt the amended policies as presented:

1. Councillor Investigation Policy PL-CS085
2. Acquisition/Resumption of Land Policy PL-CS043
3. Advisory Committee's Policy PL-EX021.

REPORT

Background

Policies are a major component of the governance framework for Council. They support the strategic direction and guide the decision-making process. The following policies have been recently amended.

Councillor Investigation Policy PL-CS085

The presented and amended policy is in alignment with Queensland Government's example local investigation policy dated March 2024 attached for reference. It has been:

- a) Reviewed against the most recent example policy produced
- b) Aligned so that numbering is the same as the example policy, for ease of reviewing.
- c) Additional items include:
 - Early Resolution (12.1)
 - Vexatious complaints (18)
 - Hyperlinks to relevant addendums

Acquisition/Resumption of Land Policy PL-CS043

The presented and amended policy has been reviewed by officers to ensure it's alignment with the *Acquisition of Land Act 1967*.

Councillor Advisory and Other Committee's Policy PL-EX021

Amendments adopted by Council at the 19 April 2024 meeting in relation to councillor portfolio representatives have been incorporated into this version.

Clean and tracked change versions of each policies are attached.

FINANCIAL IMPLICATIONS

Nil

RISK AND OPPORTUNITY

Risk

Outdated policies

Opportunity

Regularly reviewed policies and procedures foster consistency, efficiency and fairness and transparency.

COMMUNITY ENGAGEMENT

Internal Consultation

SLT; ELT; Councillor Information Session

External Consultation

Nil

LEGAL / POLICY

Legislation / Local Law

Local Government Act 2009

Local Government Regulation 2012

Corporate Plan

Goal 4 Our Performance

Outcome: 4.4 Council has embedded risk management, good governance, transparency and accountability into what we do.

Objective: 4.4.1 Provide assurance through effective governance, audit and risk management practices.

Policy / Strategy

Councillor Investigation Policy PL-CS085

Acquisition/Resumption of Land Policy PL-CS043

Advisory Committee's Policy PL-EX021


ATTACHMENTS

1. Councillors Investigation Policy - PL-CS085 (Excluded from agenda - Provided under separate cover)⇒
2. Councillors Investigation Policy - PL CS085 - tracked changes (Excluded from agenda - Provided under separate cover)⇒
3. Acquisition/Resumption of Land Policy PL-CS043 (Excluded from agenda - Provided under separate cover)⇒
4. Acquisition/Resumption of Land Policy PL-CS043 - tracked changes (Excluded from agenda - Provided under separate cover)⇒

5. Councillors Advisory and Other Committees Policy PL-EX021 (Excluded from agenda - Provided under separate cover) [⇒](#)
6. Councillors Advisory and Other Committees Policy PL-EX021 - tracked changes (Excluded from agenda - Provided under separate cover) [⇒](#)

13.10 Naming of Unnamed Roads - 232 Sugarloaf Road Stanthorpe Stage 1A

Document Information

	Report To: Ordinary Council Meeting	
	Reporting Officer:	Meeting Date: 21 August 2024
	Manager Sustainability and Strategy	ECM Function No/s: 3724398

Recommendation

THAT Council undertakes a public consultation process with the broader community, seeking public feedback on naming the unnamed road nominated as Road 1 for the development 232 Sugarloaf Road Stanthorpe Stage 1A.

REPORT

Background

A request for the naming of roads for the above development has been submitted to Council for consideration. One road is nominated to be named in the Stage 1A of this development, connected to Maugeri Lane. The affected connected properties in this development are:

- Lot 3, Plan SP305799
- Lot 11, Plan SP191086
- Lot 12, Plan SP180246
- Lot 386, Plan SP208840

Report

The applicant has offered tree names that are significant to the owner. The Proposed names are as follows:

Road 1 (See attachment)	
1 st Preference	Waratah Avenue
2 nd Preference	Gumtree Avenue
3 rd Preference	Red Gum Avenue
4th Preference	Bottlebrush Avenue

Analysis against Roads and Places Naming Policy PL-IS092 for the proposed names does not support any of these names. The names proposed for Road 1 are not considered to meet the requirements of Section 4 of the policy.

Waratah, Gumtree and Red Gum have similarity to other names already in use in the region. Additionally, they are assessed as not having specific characteristics that align to section 4.1 Common principles for naming an asset. Green Wattle Avenue offered as an option for the renaming of Maugeri Lane does offer uniqueness to the region. Green Wattle is not indigenous to Southern Downs Region and fails the requirements of the policy.

The applicant has subsequently offered Banksia Avenue and Hibiscus Avenue as options. The assessment of these names is not in line with the policy. Hibiscus does offer uniqueness to the region as there is not another road named "Hibiscus". The application has demonstrated their clients desire to use a theme for the development, being species of tree.

The attached application also is requesting a renaming of Maugeri Lane. On advice from Officers, this request has been withdrawn at this time.

Conclusion/Summary

A name for this road is required to progress the Survey Plan finalization. The proposed names are not considered to meet the requirements of the policy. The applicant has been contacted and made aware of the assessment. The applicant has requested that the name process proceed to facilitate Survey Plan finalization as a name is required.

FINANCIAL IMPLICATIONS

Nil

RISK AND OPPORTUNITY

Risk

Nil

Opportunity

Nil

COMMUNITY ENGAGEMENT

Internal Consultation

Sustainability and Strategy – GIS Team

External Consultation

Nil

LEGAL / POLICY

Legislation / Local Law

Local Government Act 2009, s60(c) and (d)

Corporate Plan

Goal 2 Our Places

Outcome: 2.1 Public places and open spaces are safe, well maintained and liveable.

Objective: 2.1.2 Identify, facilitate and promote community-led place making, activation of public places and opportunities to enhance and activate the urban environment.

Outcome: 2.2 Public places, services and facilities are accessible, sustainable and cost effective.


Objective: 2.2.1 Facilitate and plan for safe, accessible and affordable infrastructure, housing, health and communication services for the community, visitors and industry.

Policy / Strategy

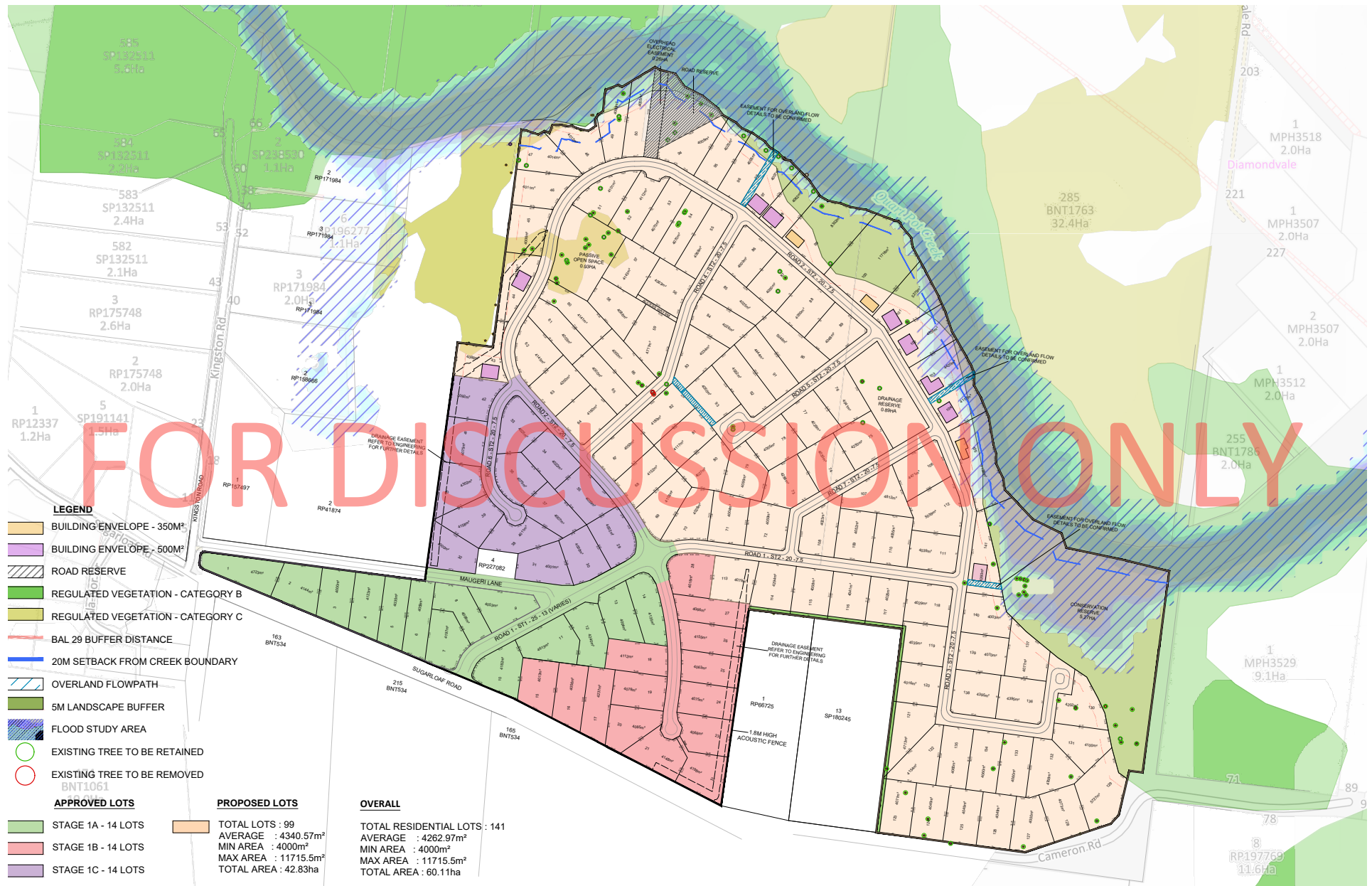
Roads and Places Naming Policy PL-IS092

ATTACHMENTS

1. Road Naming Application 232 Sugarloaf Road [↓](#)
2. Names Assessment Matrix [↓](#)

 <p>Southern Downs REGIONAL COUNCIL</p> <p>Engineering Department</p>	<h2 style="text-align: center;">Southern Downs Regional Council</h2> <p>PO Box 26, WARWICK QLD 4370 64 Fitzroy Street, WARWICK QLD 4370, 61 Marsh Street, STANTHORPE QLD 4380</p> <p>Telephone: 1300 MYSDRC (1300 697 372), Facsimile: 4661 0333</p> <p>Email: mail@sdrc.qld.gov.au, Website: www.sdrc.qld.gov.au</p>		
<h3>Road Naming Application</h3>			
<p>To be used for naming or renaming of public or private roads. Please provide 3 names for each road and list in order of preference.</p> <p>For further details on the naming or renaming of roads, refer to Council's Road and Streets Naming Procedure which can be found at www.sdrc.qld.gov.au.</p>			
<p>Applicant/s Details</p>	<p>Full Name(s) of Applicant: <u>JOE MAHOEY</u></p>		
	<p>Development Name & Stage: <u>232 SUGARLOAF ROAD - STAGE 1A</u></p>		
	<p>Postal Address: <u>PO BOX 1165 COORPAROO DC QLD 4151</u></p>		
	<p>Site Address: <u>232 SUGARLOAF ROAD, STANTHORPE</u></p>		
	<p>Phone: _____ Fax: _____</p>		
	<p>Mobile Phone: <u>0439 488 421</u> A/H Phone: _____</p>		
	<p>Email Address: <u>joem@orionss.com.au</u></p>		
	<p>Real Property Description: Lot <u>3</u> Plan <u>SP 305799</u> <u>11</u> <u>SP 191036</u> <u>12</u> <u>SP 180246</u> → LOT 386 on SP208840</p>		
<p>Proposed New Names (If Insufficient space, please provide attachment)</p>	<p>Road Number 1</p>	<p>Proposed Name</p>	<p>Significance of Preferred Name</p>
	<p>1st Preference</p>	<p><u>WARATAH AVENUE</u></p>	<p><u>TREE SPECIES SIGNIFICANT TO OWNER</u></p>
	<p>2nd Preference</p>	<p><u>GREEN GUM TREE AVENUE</u></p>	<p>"</p>
	<p>3rd Preference</p>	<p><u>RED GUM AVENUE</u></p>	<p>"</p>
	<p>Road Number 2</p>	<p><u>MAUGERT LANE</u></p>	<p><u>RENAMING</u></p>
	<p>1st Preference</p>	<p><u>ACACIA AVENUE</u></p>	<p><u>TREE SPECIES SIGNIFICANT TO OWNER</u></p>
	<p>2nd Preference</p>	<p><u>GREENWATTLE AVENUE</u></p>	<p>"</p>
	<p>3rd Preference</p>	<p><u>BOTTLEBRUSH AVENUE</u></p>	<p>"</p>
	<p>Road Number 3</p>		
	<p>1st Preference</p>		
	<p>2nd Preference</p>		
	<p>3rd Preference</p>		
<p>Required Information</p>	<p>This information must be fully completed and accompanied by a road layout plan, including future road extensions (if applicable). Please note on the plan, the new roads numbered (1, 2, 3 etc) for identification.</p>		
<p>Signature of Applicant</p>	<p>I hereby certify that the information contained in this application (including the information in my attachment) is correct in all particulars.</p> <p>Signature: _____ Date: <u>9/10/23</u></p>		
<p>Privacy Notice</p>	<p>The information on this form is collected for purposes related to deciding this application and monitoring compliance under the <i>Information Privacy Act</i> ('the Act'). This information may be stored in Council's records database and may also be used for statistical research, information provision and evaluation of services. Your personal information may be provided to the financial institution which handles Council's financial transactions and may be disclosed to other Local Government agencies, State government and third parties for purposes related to this application and/or monitoring compliance with the Act. Except in these circumstances, personal information will only be disclosed to third parties with your consent unless otherwise required or authorised by law.</p>		

Item 13.10 Naming of Unnamed Roads - 232 Sugarloaf Road Stanthorpe Stage 1A
Attachment 1: Road Naming Application 232 Sugarloaf Road



232 Sugarloaf Road, Stanthorpe
Concept Plan of Subdivision



PROJECT INFORMATION
PROJECT NO: 13184
DRAWING NO: 001
VERSION NO: 08
DATE: 09.06.2023

REVISIONS		
08	MINOR LOT AMENDMENT	AS 09.06.23
07	ADDITION OF TREE NOTATION	AS 30.05.23
06	BALANCE LOT DESIGN	AS 29.09.23

NOTES

- Boundaries based on Interim Survey Data (Revised on 2001/23).
- Layout & lot yield may change as a result of strategic planning outcomes yet to be finalised.

Item 13.10 Naming of Unnamed Roads - 232 Sugarloaf Road Stanthorpe Stage 1A
Attachment 2: Names Assessment Matrix

Nmaes Analysis - 232 Sugarloaf Road Stanthorpe Stage 1A

ECM: 3724398


4.1.1 A proposed name must adhere to one or more of the following principles:

	Waratah	Gumtree	Red Gum	Bottlebrush	Green Wattle	Hibiscus	Acacia
a. Be appropriate to the local, indigenous, geographical, environmental or physical character;	No	No	No	No	No	No	No
b. Be of verifiable historical or cultural significance;	No	No	No	No	No	No	No
c. Relate to the local flora, fauna, landscape;	No	No	No	No	No	No	No
d. Be named after a benefactor, eminent person, pioneer or long-term land holder of verifiable significance;	No	No	No	No	No	No	No
A proposed name must:							
a. Be unique in nature;	No	No	No	Yes	No	Yes	No
	Waraghai Rd; Gum Warrabah Rd	Gum Gully Lane; Pegum Rd; Pink Lane	Gum Gully Lane; Pegum Rd; Pink Lane		Greenlands Lane; Greenup St		Acacia Ave
b. Be sensitive to diverse cultures and in accordance with community standards and values;	No	No	No	No	No	No	No
c. Contain less than 35 characters;	Yes	Yes	Yes	Yes	Yes	Yes	Yes
d. Be concise and easy to pronounce;	Yes	Yes	Yes	Yes	Yes	Yes	Yes
e. Be spelt using contemporary Australian English;	Yes	Yes	Yes	Yes	Yes	Yes	Yes
f. Be the correct spelling; and,	Yes	Yes	Yes	Yes	Yes	Yes	Yes
g. Be referred to and approved by the relevant traditional owners/custodians of the land on which the asset is located if the name is indigenous in origin or of indigenous cultural significance.	No	No	No	No	No	No	No
4.1.3 A proposed name must not:							
a. Be a duplication of another name;							
b. Generally contain abbreviations;	No	No	No	No	No	No	No
c. Cause confusion;	No	No	No	No	No	No	No
d. Be offensive or likely to give offence;	No	No	No	No	No	No	No
e. Be interpreted as advertising for a commercial or industrial enterprise; and,	No	No	No	No	No	No	No
4.1.4 A proposed name must conform to the requirements of:							
a. This policy;	No	No	No	No	No	No	No
b. Any other relevant Council policies;	No Conflicts	No Conflicts	No Conflicts	No Conflicts	No Conflicts	No Conflicts	No Conflicts

c. Department of Transport and Main Roads' Manual of Uniform Traffic Control Devices; and,	No Conflicts	No Conflicts	No Conflicts	No Conflicts	No Conflicts	No Conflicts	No Conflicts
d. Australian/New Zealand Standard AS/NZS 4819:2011 Rural and UrbanAddressing Section 4.	No Conflicts	No Conflicts	No Conflicts	No Conflicts	No Conflicts	No Conflicts	No Conflicts

13.11 Naming of Unnamed Road - Lot 906 Plan H702 Railway Street Hendon

Document Information

	Report To: Ordinary Council Meeting	
	Reporting Officer:	Meeting Date: 21 August 2024
	Manager Sustainability and Strategy	ECM Function No/s: 3758852

Recommendation

THAT Council undertakes a public consultation process with the broader community, seeking public feedback on naming the unnamed road constructed under Operational Works Permit OPW\000194, connecting Lot 906 on Plan H702 to Railway Street Hendon.

REPORT

Background

An application for naming newly constructed road under Operational Works Permit OPW\000194 has been made to Council. The construction has provided access to Lot 906 on Plan H702 at Hendon. The drawings attached to the application show that Lot 13 on Plan 702 is also provided access via this construction. Our current record shows the properties are owned by the same owner.

Report

The applicant has made the application for the allocation of the name “Wollowra” as Lane, Road or Street. On analysis of the construction, Officers have recommended “Lane” would be the most appropriate designation due to the width of the construction, and as it does not continue past the lots nominated above. Only one name preference has been provided for this application. The preferences are for optional designations only.

The applicant has provided reasons for the selection of the name based on “Wollowra” being the Aboriginal word for Eagle, among other reasons. Officers assess this as meeting the requirement of the policy as a number of Raptor or birds of prey are predominate in the Hendon area.

The Policy establishes the process for this in section 4.6 Assessment of a request, of Roads and Places Naming Policy PL-IS092.

Conclusion/Summary

This application is assessed to meet the intent of the policy. Officers will progress this application in line with the policy if endorsed by Council, which this report and proposed resolution is the first step.

FINANCIAL IMPLICATIONS

Nil

RISK AND OPPORTUNITY

Risk

Nil

Opportunity

Nil

COMMUNITY ENGAGEMENT

Internal Consultation

Sustainability and Strategy – GIS Team

External Consultation

Nil

LEGAL / POLICY

Legislation / Local Law

Local Government Act 2009, s60(c) and (d)

Corporate Plan

Goal 2 Our Places

Outcome: 2.1 Public places and open spaces are safe, well maintained and liveable.

Objective: 2.1.2 Identify, facilitate and promote community-led place making, activation of public places and opportunities to enhance and activate the urban environment.

Outcome: 2.2 Public places, services and facilities are accessible, sustainable and cost effective.

Objective: 2.2.1 Facilitate and plan for safe, accessible and affordable infrastructure, housing, health and communication services for the community, visitors and industry.

Policy / Strategy

Roads and Places Naming Policy PL-IS092

ATTACHMENTS

1. Road Naming Application - Lot 906 on Plan H702 Hendon [↓](#)



Engineering
Department

Southern Downs Regional Council

PO Box 26, WARWICK QLD 4370

64 Fitzroy Street, WARWICK QLD 4370, 61 Marsh Street, STANTHORPE QLD 4380

Telephone: 1300 MYSDRC (1300 697 372), Facsimile: 4661 0333

Email: mail@sdrc.qld.gov.au, Website: www.sdrc.qld.gov.au

Road Naming Application

To be used for naming or renaming of public or private roads. Please provide 3 names for each road and list in order of preference.

For further details on the naming or renaming of roads, refer to Council's Road and Streets Naming Procedure which can be found at www.sdrc.qld.gov.au.

Applicant/s Details

Full Name(s) of Applicant: *Paul & Marita Davis (DAMA Family Trust)*

Development Name & Stage: *DPW\000194 . Completed. (Road 1; Proposed road access to*

Postal Address *739 Grandview Rd, Pullenvale QLD 4069* *Lot 906 & 13 Railway St, Hendon)*

Site Address: *Lot 906 & 13 off Railway St. Hendon, 4362*

Phone: *0401 159266*

Fax:

Mobile Phone: *0401 159266*

A/H Phone:

Email Address: *maritadavis@icloud.com*

Real Property Description: *Lot 906 & 13 Plan H702*

Proposed New Names

(If Insufficient space,
please provide
attachment)

Road Number 1	Proposed Name	Significance of Preferred Name
1 st Preference	<i>WOLLOWRA LANE</i>	<i>'Wollowra' has personal & local significance</i>
2 nd Preference	<i>WOLLOWRA ROAD</i>	<i>It is an Aboriginal word for 'eagle', which</i>
3 rd Preference	<i>WOLLOWRA STREET</i>	<i>has been spotted over the area multiple</i>
Road Number 2		<i>times since we purchased the blocks 18</i>
1 st Preference		<i>years ago in 2006. The blocks were</i>
2 nd Preference		<i>also purchased just after the birth</i>
3 rd Preference		<i>of our 1st child whose middle</i>
Road Number 3		<i>name is also 'Wollowra'.</i>
1 st Preference		
2 nd Preference		
3 rd Preference		

Required Information

This information must be fully completed and accompanied by a road layout plan, including future road extensions (if applicable). Please note on the plan, the new roads numbered (1, 2, 3 etc) for identification.


Signature of Applicant

I hereby certify that the information contained in this application (including the information in my attachment) is correct in all particulars.

Signature: *[Signature]* Date: *14/01/2024*

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Osborn
CONSULTING ENGINEERS

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Fax: (07) 3281 7237
ipswich@osbornconsulting.com.au

☒ WARWICK OFFICE
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Fax: (07) 4660 3310
warwick@osbornconsulting.com.au

☐ BRISBANE OFFICE
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RED HILL QLD 4059
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Fax: (07) 3576 3045
brisbane@osbornconsulting.com.au

☐ MT ISA OFFICE
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MT ISA QLD 4825
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Fax: (07) 4743 5106
mtisa@osbornconsulting.com.au

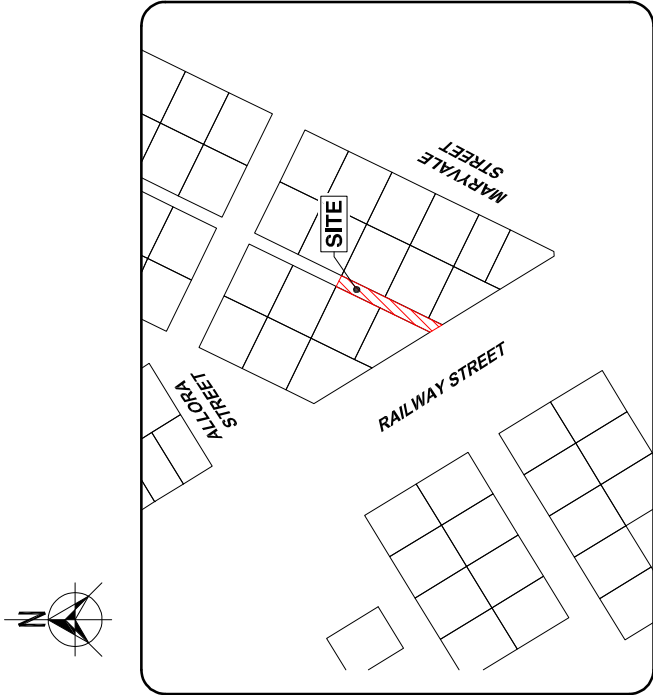
PROPOSED ROAD ACCESS TO LOT 906 & 13

RAILWAY ST. HENDON

SCHEDULE OF DRAWINGS.

CIVIL WORKS DRAWINGS

Drawing No.	Revision	Drawing Description
WK16-0267/C1	<div><div></div><div>A</div></div>	OVERALL SITEWORKS LAYOUT PLAN
WK16-0267/C2	<div><div></div><div>A</div></div>	ROAD 1 LONGITUDINAL SECTION AND CROSS SECTIONS
WK16-0267/E1	<div><div></div><div>A</div></div>	EROSION AND SEDIMENT CONTROL PLAN AND DETAILS



LOCALITY PLAN.

SAFETY IN DESIGN AND CONSTRUCTION
NOT TO SCALE

- Reference to all persons who commissioned the design work depicted in these documents, and to all persons who approved the design work, shall be deemed to be a declaration of the Principal Contractor's acceptance of the design work and its safety.
- The construction of these works involves activities which include risks to the health and safety of those involved directly in the construction and any person entering the work site. Workplace Health and Safety legislation.
- All construction work must comply with the requirements of the Local Authority.
- It is essential that prior to the commencement of the construction, an adequate safety plan is prepared by the Principal Contractor for the proposed work in accordance with statutory requirements. The safety plan must address the risks to the health and safety of all persons involved in the construction of the works and the safety of the public. The safety plan must also address the risks to the health and safety of the construction workers and the public. The safety plan must also address the risks to the health and safety of the construction workers and the public. The safety plan must also address the risks to the health and safety of the construction workers and the public.
- The operation of these works involves activities that have some risk to the health and safety of the construction workers and the public. The safety plan must address the risks to the health and safety of the construction workers and the public. The safety plan must also address the risks to the health and safety of the construction workers and the public. The safety plan must also address the risks to the health and safety of the construction workers and the public.
- The eventual demolition of these works will involve activities which have some risk to the health and safety of the construction workers and the public. The safety plan must address the risks to the health and safety of the construction workers and the public. The safety plan must also address the risks to the health and safety of the construction workers and the public. The safety plan must also address the risks to the health and safety of the construction workers and the public.
- Please contact Osborn Consulting Engineers for information and assistance with minimising these risks.

SOUTHERN DOWNS REGIONAL COUNCIL
APPROVED

Approval No: OPW000194

SUBJECT TO:

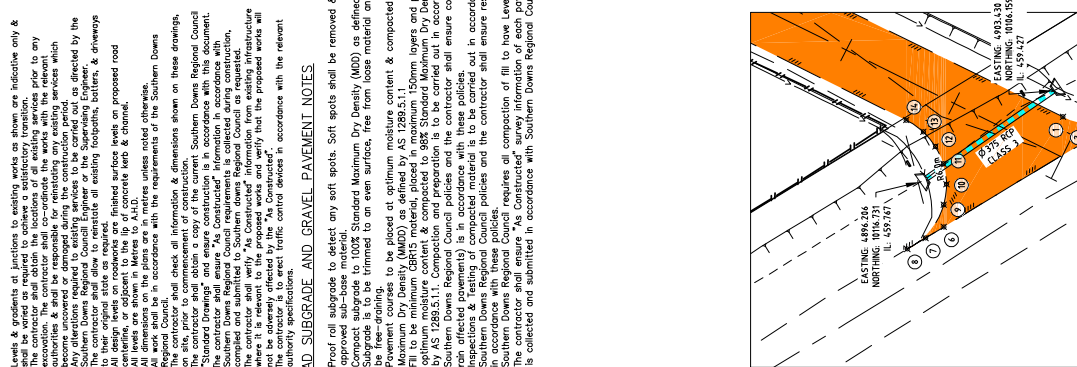
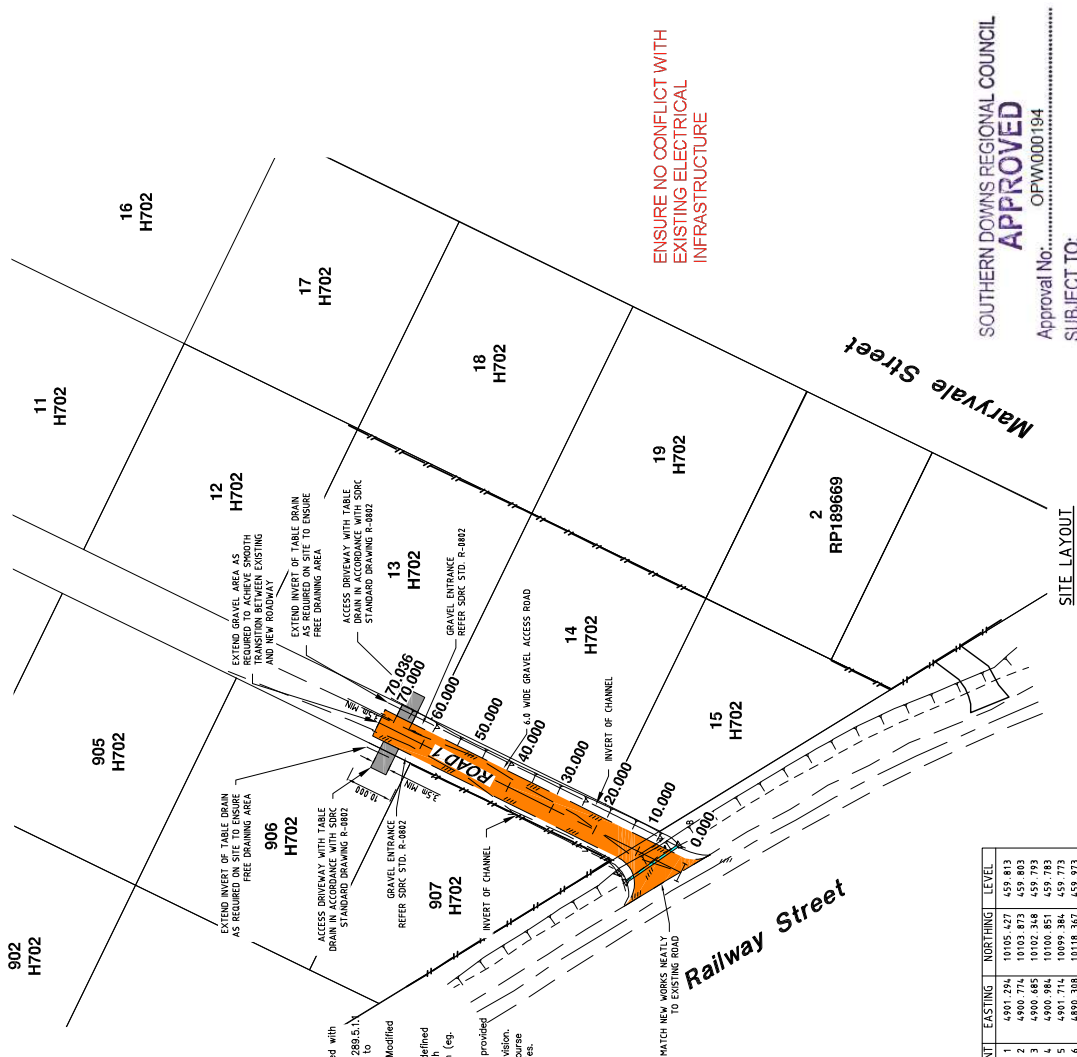
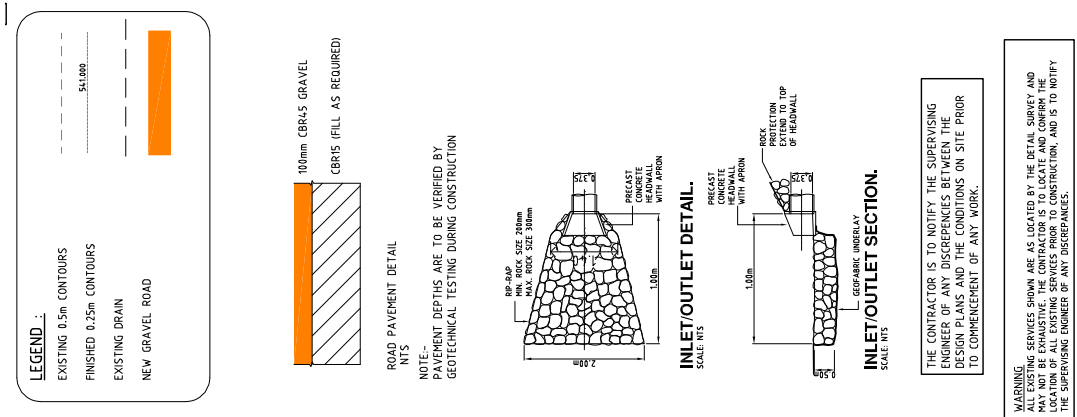
(A) The attached Approval Conditions
Refer Decision Notice

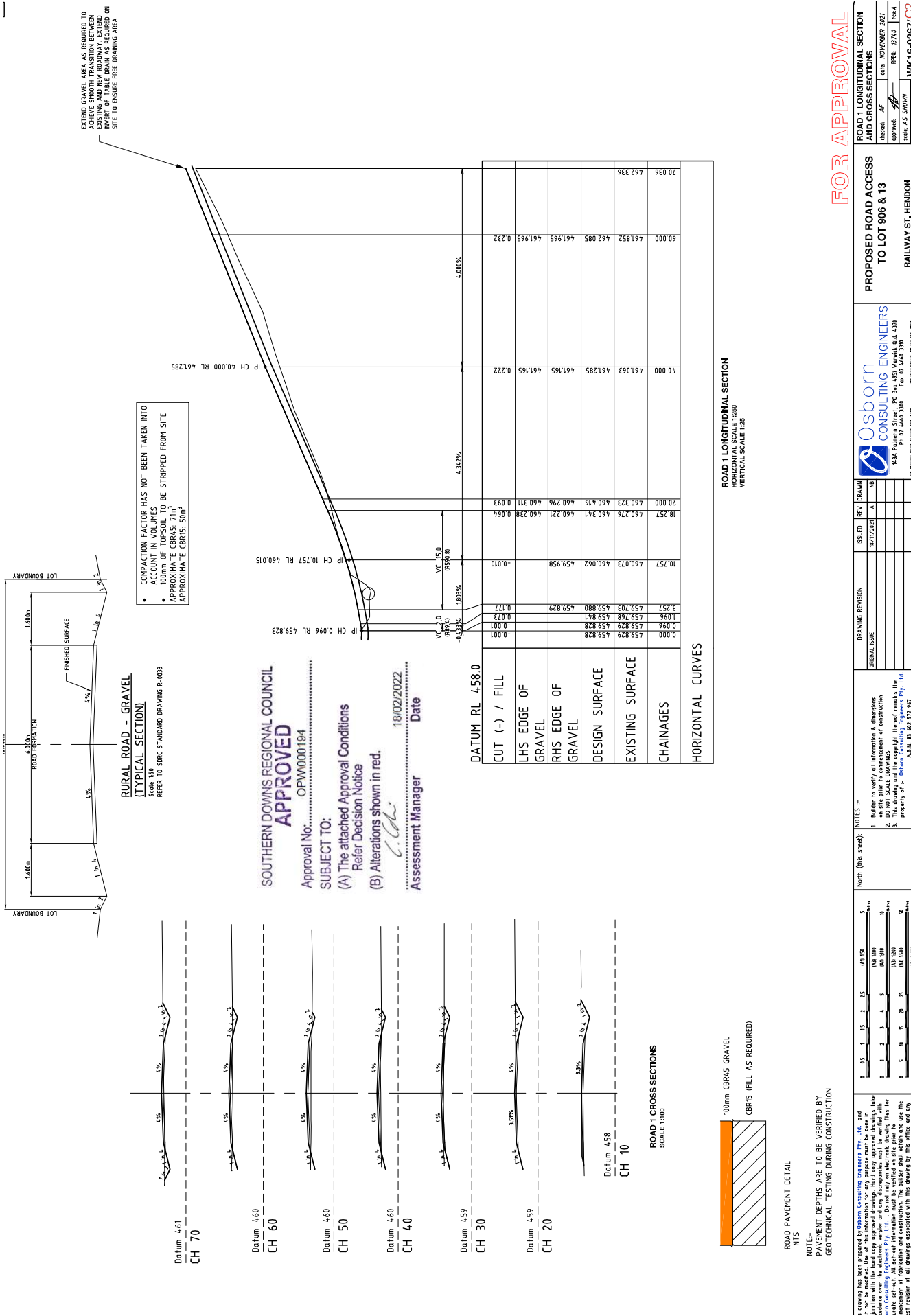
(B) Alterations shown in red.

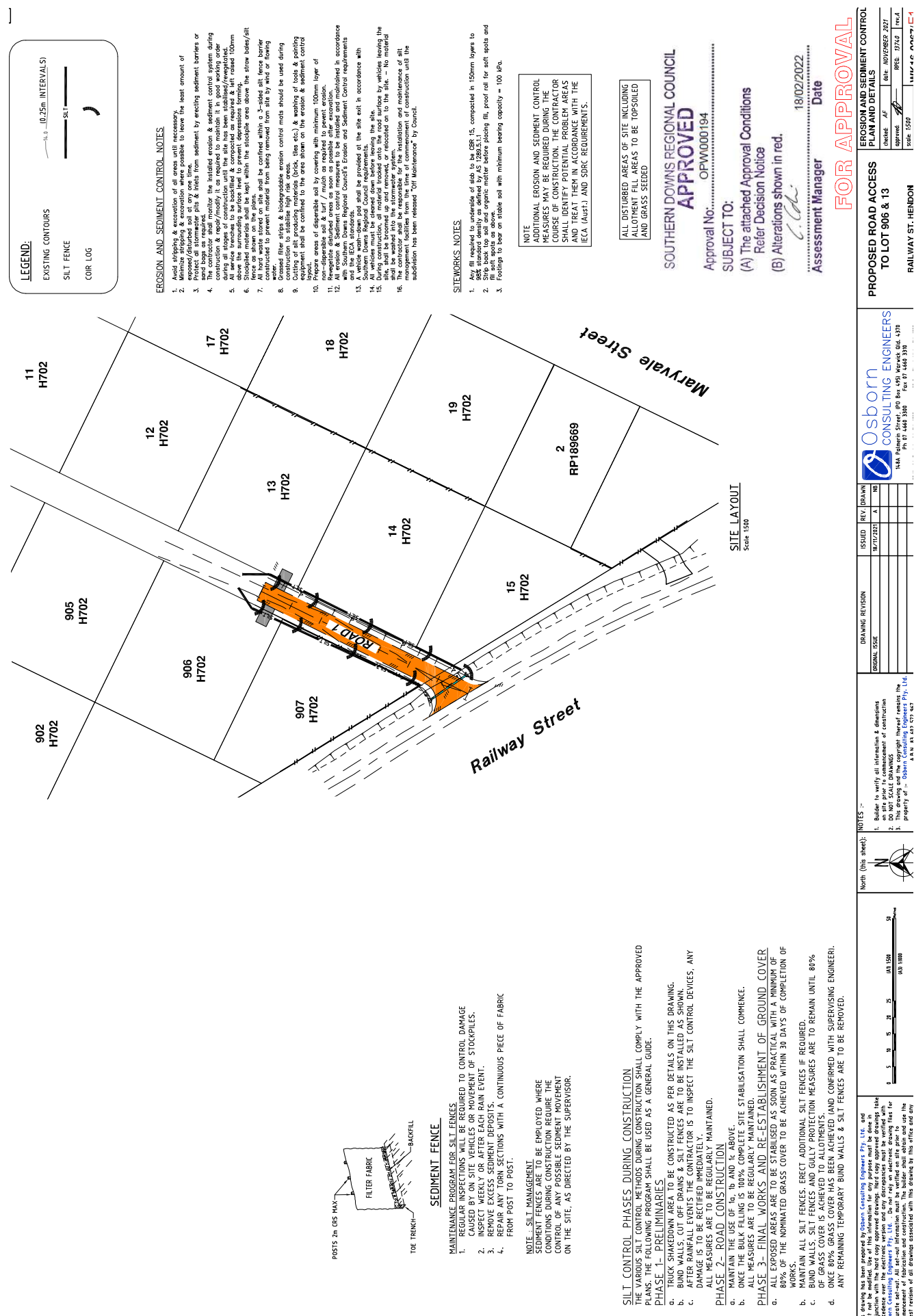

Assessment Manager

18/02/2022
Date

FOR APPROVAL
WK16-0267

[illegible]






14. INFRASTRUCTURE SERVICES REPORTS

14.1 Asset Disposal - 2017 Mitsubishi MQ Triton Utility Sale to SDIEA

Document Information

 Southern Downs REGIONAL COUNCIL	Report To: Ordinary Council Meeting	
	Reporting Officer:	Meeting Date: 21 August 2024
		ECM Function No/s:

Recommendation

THAT Council approve the sale of Mitsubishi MQ Triton Utility (P60236) to Southern Downs Industry Education Association (SDIEA) for \$16,000 (including GST), in accordance with section 236(2) of the Local Government Regulation 2012.

REPORT

Background

Southern Downs Regional Council (SDRC) annually hire utilities (up to two) for Southern Downs Industry Education Association (SDIEA) use, when they undertake their four-month traineeship program in partnership with Council.

SDIEA's offer to purchase offers significant future savings to SDRC in supporting this partnership.

Report

SDIEA is a community organisation (not-for-profit) under the definition of SDRC's Asset Disposal Policy PL-127.

SDIEA's offer has been reviewed against the Policy's Clause 6 – Assets with a Carrying Amount of Greater Than \$5,000 (Ex GST). It has been determined that an exception may be considered.

The Asset Disposal Policy states:

For assets with a carrying amount greater than \$5,000, the disposal method is determined by the relevant Asset Custodian or their Delegate on a case by case basis considering:

- Market forces and impact on return from the sale of the asset;
- The purchase price, lifecycle maintenance costs and remaining useful life to maximise where possible the return on investment of the asset;
- The strategic worth of the asset and its long term benefit to the community;
- Community need for the asset and alternative resources; and
- How the funds received from the disposal of the asset are to be allocated.

According to the *Local Government Regulation 2012, section 236 (2)*, an exception mentioned in subsection (1)(a) to (d) applies (... *a local government may dispose of a valuable non-current asset other than by tender or auction if....*) to a local government disposing of a valuable non-current asset only if, before the disposal, the local government has decided, by resolution, that the

exception may apply to the local government on the disposal of a valuable non-current asset other than by tender or auction.

The SDIEA offer has been assessed as greater than what SDRC has realised at auction recently for similar make and model utilities.

Conclusion/Summary

According to the Asset Disposal Policy Clause 6, “an exception applicable to the disposal of a valuable non-current asset other than by tender or auction can only be used where it has been authorised by a Council resolution in accordance with section 236(2) of the *Local Government Regulation 2012*, prior to disposal”.

If an exception is authorised by Council for the disposal of the Mitsubishi MQ Triton Utility (P60236) other than by tender or auction, it would be considered advantageous to accept the offer received from SDIEA.

FINANCIAL IMPLICATIONS

The offer to purchase offers future operational cost savings to SDRC in supporting this partnership. SDRC will realise a fair market return for disposal of this utility by exception.

RISK AND OPPORTUNITY

Risk

Nil

Opportunity

Future operational cost saving to Council in supporting this partnership.

COMMUNITY ENGAGEMENT

Internal Consultation

- Manager Parks and Operations
- Fleet and Workshop Coordinator
- Parks Supervisor (North)

External Consultation

Southern Downs Industry Education Association (SDIEA).

LEGAL / POLICY

Legislation / Local Law

Local Government Regulation 2012, section 236(2)

Corporate Plan

Goal 1 Our People

Outcome: 1.1 Communities trust us to engage with them and advocate on their behalf.

Objective: 1.1.1 Advocate for Councillor, staff and community representation on government and non-government committees and task forces relevant to the region.

Policy / Strategy

PL-127 Asset Disposal Policy

ATTACHMENTS

1. Letter from SDIEA re Purchase of Mitsubishi MQ Triton Utility [↓](#)
2. PL-127 Asset Disposal Policy [↓](#)



163 Palmerin St, Warwick
07 4667 0420
admin@sdiea.org.au
www.sdiea.org.au

22nd of July, 2024

To Brett Donovan

Re: Purchase of P60236, 2017 Mitsubishi MQ Triton Utility

SDIEA would like to proceed to purchase this ute for \$16000.00 inc gst. The intended use for this vehicle is to support our Conservation and Eco Management traineeship work that we do in partnership with SDRC. The ute will also be used to transport our Food Van which we use as a Social Enterprise to support skilling disadvantaged job seekers.

Yours sincerely,

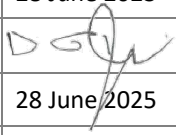
Chiara Farrell

General Manager

SDIEA



Asset Disposal Policy

Policy Number:	PL-127
Policy Type:	
Directorate:	Customer and Organisational Services
Department:	Financial Services
Responsible Manager:	Manager Financial Services
Date Adopted:	28 June 2023
CEO Signature:	
Date to be Reviewed:	28 June 2025
Date Reviewed:	N/A
Date Rescinded:	N/A

REVISION RECORD

Date	Version	Revision description

FCM-3686624

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1 Purpose

The purpose of this policy is to provide guidance on the disposal of assets from council's assets registers.

2 Scope

This policy shall be applied in accounting for the disposal of all property, plant and equipment. It is to ensure unambiguous and transparent direction for the disposal of assets to:

- Promote fair and effective competition to the greatest possible extent;
- Consider any potential benefit to the community;
- Ensure best value for money is achieved; and
- Ensure the same accountability for disposal of assets as that of purchasing assets.

3 Recommendation to Dispose

Before any asset is disposed, it is necessary to determine that it is appropriate for disposal. When determining the estimate or carrying amount of the asset (refer to section 4 – Carrying Amount of Asset), the Asset Custodian or Delegate must consider the following common criteria for determining whether assets may be suitable for disposal:

- Unserviceable or beyond economic repair;
- Technologically obsolete;
- Operationally inefficient;
- Surplus to current or immediately foreseeable needs;
- Part of an asset replacement program; or
- Contains any environmentally sensitive or hazardous material.

In deciding and recommending an asset for disposal, Asset Custodians or their Delegate should consider the needs of other departments or programs within Council and whether the asset can be reused within SDRC for a beneficial purpose. This could take the form of a notice communicating surplus assets.

In all cases, SDRC identification, information and any software licensed to Council is to be confirmed as being permanently removed prior to disposal, where practical.

4 Carrying Amount of the Asset

When disposing of an asset, the relevant value is that of the carrying amount in Council's Financial Asset Register. Written approval to dispose of an asset must be provided by the relevant Asset Custodian or their Delegate.

If a carrying amount is not available for the asset, an estimation of value of the asset should be made having regard to:

- The potential to sell the asset;

- The perceived value of the asset to a buyer;
- Its age and condition;
- A rapidly diminishing sale value;
- Continuing insurance, registration and maintenance costs;
- Potential for obsolescence; and
- Usefulness for future needs.

5 Assets (Excluding Land) with a Carrying Amount of Less Than \$5,000 (Ex GST)

The relevant Asset Custodian or their Delegate is responsible for approving the appropriate method for the disposal of an asset with a carrying amount of less than \$5,000 (ex GST). The method used for the disposal of assets will maximise the return to Council. The accepted means of disposal under this category may include, but not limited to:

- Internal quotation;
- External quotation;
- Public Auction;
- Donation to a community organisation; and
- Disposal/recycling via landfill

6 Assets with a Carrying Amount of Greater Than \$5,000 (Ex GST) and any Land

Section 227 of the *Local Government Regulation 2012* states that for valuable non-current assets, a contract cannot be entered into unless it first invites written tenders or is offered by for sale by auction.

Section 236 provides guidance on the accepted means of disposal including the exceptions for valuable non-current assets contracts. The accepted means may include, but is not limited to:

- Public Tender;
- Public Auction;
- Can be sold in any way as long as the sale price is more than the highest bid received at a previous tender or auction. Noting in this instance the asset must have been the subject of an earlier tender/auction process;
- Trade-in;
- Disposal to another government agency; or
- Disposal to a community organisation.

An exception applicable to the disposal of a valuable non-current asset other than by tender or auction can only be used where it has been authorised by a Council resolution in accordance with section 236(2) of the *Local Government Regulation 2012*, prior to disposal.

For assets with a carrying amount greater than \$5,000, the disposal method is determined by the relevant Asset Custodian or their Delegate on a case by case basis considering:

- Market forces and impact on return from the sale of the asset;
- The purchase price, lifecycle maintenance costs and remaining useful life to maximise where possible the return on investment of the asset;
- The strategic worth of the asset and its long term benefit to the community;
- Community need for the asset and alternative resources; and
- How the funds received from the disposal of the asset are to be allocated.

7 Disposal Procedure - Auctions

Council currently has options available via Local Buy online to utilise Grays or Pickles Online auctions for the disposal of assets where appropriate. If there are any question about a specific disposal, these should be referred to procurement to determine the most appropriate path.

8 Notifying Disposal of Assets

Following the disposal of an asset the Asset Disposal form is to be completed and signed by the Asset Custodian and Manager Finance. It is the responsibility of the Asset Custodian or their delegate, to notify the:

- Assets Accountant of the completed Asset Disposal Form to ensure the asset register is updated and accounting treatments are recorded; and if applicable
- Governance Officer to determine any impact on Council's insurance policies.

9 Infrastructure Assets disposed as part of a Capital Project proceeding

In respect of renewal and upgrade infrastructure projects, the carrying amount of the asset should be reduced to reflect that component of the asset that is no longer providing economic benefit. These adjustments will be recorded as a write-off of non-current assets in Council's financial statements.

Whilst approval by Council for the write-off is inherent in the approved capital projects (as part of the budget process), the impacts are to be submitted by the Assets Accountant in a quarterly report to the Manger Finance. Write-offs undertaken as part of approved capital projects will be processed in accordance with Council's Asset Capitalisation Procedure and Non-current Asset Accounting Policy.

10 Buyer's Risk

Irrespective of the disposal method applied, all prospective buyers must be advised in writing that items are disposed of, with any faults, at the buyer's risk ('as is where is'). Buyers are to rely on their own investigations regarding the condition and workability of the items and Council will not be responsible for any repairs or maintenance of the asset.

11 Disposal of Electrical Equipment

The Asset Custodian or the Delegate responsible for the disposal of any electrical equipment must ensure compliance with all relevant conditions detailed in the *Electrical Safety Regulation 2013* prior to the sale or disposal of the asset.

All faulty electrical equipment is to be rendered physically inoperable (e.g. cut and removal; of electrical cords and plug or removal of a vital operational component) prior to disposal at the nearest transfer station or regulated recycling point.

12 Disposal of Plant

The Asset Custodian shall ensure that the sale or disposal of plant is in accordance with section 4.8 of the Managing the risks of plant in the workplace Code of Practice 2021

13 Conditions on Donations to Community Organisations

Assets can only be donated to another organisation if that organisation can:

- Affirm in writing they are an entity that carries on activities for a public purpose or that their primary object is not directed at making a profit;
- Provide written acknowledgement of receipt of the asset;
- Acknowledge that Council will not be responsible for any repair or maintenance of the asset;
- Acknowledge that all copyright or licensed content has been removed (e.g. computer software); and
- Take responsibility for the timely removal of the asset and any associated costs that arise from the asset's removal.

14 Documentation and Declarations

The relevant Asset Custodian or their delegate, is to ensure:

- The disposal methodology is fully documented and all documentation is filed under the appropriate disposal file in Council's record keeping system.
- Any conflict of interest issues, perceived or otherwise, in relation to the chosen means of disposal or with employees and Councillors involved in the disposal process should be declared and registered in accordance with the Code of Conduct.
- SDRC identification, information and any software licensed to Council has been permanently removed prior to disposal where practical.

15 Legislative Reference

- Australian Accounting Standards
- *Local Government Regulations 2012*
- *Electrical Safety Regulation 2013*
- *Work Health and Safety Act 2011*
- Managing the risks of plant in the workplace Code of Practice 2021
-

16 References

- Southern Downs Regional Council Portable & Attractive Items Policy
- Southern Downs Regional Council Non-Current Asset Accounting Policy
- Southern Downs Regional Asset Disposal Form

17 Definitions & Principles


In this Policy unless the contrary intention appears:

Term	Meaning
Asset Custodian	Council Officer who is responsible for the control of the budget, maintenance, future direction and Council benefits of the Asset or Asset Class.
Carrying Amount	The amount at which an asset is recognised after deducting any accumulated depreciation and accumulated impairment losses. It is the Written Down Value of an asset as reported in the financial statements
Delegate	An officer with delegated authority pursuant to either a resolution of Council or written instrument signed by the Chief Executive Officer.
Valuable Non-Current Asset:	Land or any other non-current asset that has an apparent value that is equal to or more than \$5,000.

15. PLANNING AND ENVIRONMENTAL SERVICES REPORTS

15.1 Consideration of Change Representations: Murray C & Cheryl A Sondergeld C/- NSPIRE Planning and Design - 128 Swan Creek School Road, Swan Creek

Document Information

	Report To: Ordinary Council Meeting	
	Reporting Officer:	Meeting Date: 21 August 2024
	Planning Officer	ECM Function No/s: MCU\01954.02

APPLICANT:	Murray C & Cheryl A Sondergeld C/- NSPIRE Planning and Design
OWNER:	Murray C & Cheryl A Sondergeld
ADDRESS:	128 Swan Creek School Road, Swan Creek
RPD:	Lot 2 RP30728 and Lot 34 SP209392
LAND USE AREA:	Rural (Alluvial Plains precinct)
PROPOSAL:	Other Change to Medium impact industry (Extension to existing spray painting and sandblasting)
LEVEL OF ASSESSMENT:	Impact
SUBMITTERS:	Nil
REFERRALS:	Department of Housing, Local Government, Planning and Public Works
FILE NUMBER:	MCU\01954.02

RECOMMENDATION SUMMARY

THAT Council refuse the change representations made in relation to the change application for a Development Permit for the purpose of an Other Change to Medium impact industry (Extension to existing spray painting and sandblasting), on land at 128 Swan Creek School Road, Swan Creek, described as Lot 2 RP30728 and Lot 34 SP209392.

REPORT

Background

The applicant submitted change representations in relation to the alteration of Condition 29. A report in relation to the change representations was presented to the Ordinary Council Meeting on 17 July 2024.

On 17 July 2024, Council made a procedural motion to lay the change representations on the table to allow further information to be obtained. Subsequently, a site inspection was undertaken by Councillors on 19 August 2024, and this report seeks to table the initial change representations request.

This Other Change application was lodged as a result of a shed being unlawfully used for spray painting and sandblasting. The site history, including submissions received in relation to the original application, is detailed further in this report.

Report

On 3 June 2024, Council issued an approval to change an existing Development Permit for the purpose of an Other Change to Medium impact industry (Extension to existing spray painting and sandblasting), located at 128 Swan Creek School Road, Swan Creek, on land described as Lot 2 RP30728 and Lot 34 SP209392. The development application seeks to formalise an existing unlawful use of one shed along Swan Creek School Road for the purpose of Medium impact industry (Extension to existing spray painting and sandblasting).

Site History

On 27 June 2018, Council issued a Development Permit for a Material Change of Use for the purpose of Medium impact industry (spray painting and sandblasting), at 128 Swan Creek School Road, Swan Creek, on land described as Lot 34 SP209392 (Council Reference: MCU\01954). The application was lodged as a result of the land being used unlawfully for an automotive refinishing business, and construction of a shed without Building Approval. The approved Site Plan details that only one (1) shed, with dimensions of 11.0 metres x 10.0 metres, is to be used for the Medium impact industry (spray painting and sandblasting).

There were six (6) submissions received in relation to the first development application, MCU\01954. The matters raised in the submissions to the original application relate to; noise, dust and paint fume emissions from the existing operations affecting the health of nearby residents, and the proposed development is not in keeping with the heritage elements and the rural character of the area. Conditions were imposed on the original approval to address the concerns raised in the submissions. To provide some context, the below is an excerpt from the original assessment report, presented to the General Council Meeting held on 27 June 2018:

Matters raised in any submissions	Description of how matters were dealt with in reaching the decision
<i>The majority of submissions received in response to the application describe impacts from the existing operations (unlawful use)</i>	
<i>Noise, dust and paint fume emissions from the existing operations affecting the health of nearby residents</i>	Previous activities on the site linked to this proposal were conducted without the proper arrangements in place, ie in the open. Assessment of the proposed use acknowledges the use will be undertaken within a certified spray booth and contained within the shed.
<i>Not in keeping with the heritage elements in the area.</i>	Assessment has been undertaken with the Heritage Overlay as the site adjoins a heritage listed item.
<i>Not in keeping with the rural character of the area</i>	Assessment under the Rural zone code has been undertaken
<i>Lower property values in the area</i>	Council is unable to make an assessment of likely or possible changes to land values resulting from the proposed use.

On 11 July 2018, Council issued a Development Permit for Building Work for a Class 8 Building for Panel Beating / Spray Painting (Council Reference: BLD\15850). The Building Approval was in response to Condition 8 of the Development Permit for MCU\01954.

On 27 June 2018, a Development Permit for Building Work was issued by Fluri Certification for a Farm Shed Extension (Council Reference: BLD\16762). The Development Permit for Building Work approved a Class 7A shed which was attached along the western wall of the existing shed (BLD\15850). The approved shed has a width of 9.15 metres and a length of 12.075 metres. Though the Building Approval stated the building use for the shed was a 'Farm Shed Extension', the approved plans show that the shed will have two separate bays; one for panel beating, and one for sandblasting.

On 4 April 2023, the applicant lodged a Minor Change application to the Material Change of Use for the purpose of Medium impact industry (spray painting and sandblasting), located at 128 Swan Creek School Road, Swan Creek, on land described as Lot 34 SP209392 (Council Reference: MCU\01954.01). The Minor Change application sought an approval for the construction of an awning attached to the northern elevation of the shed used for the Medium impact industry (spray painting and sandblasting) and the shed attached along the western wall of the Medium impact industry shed (BLD\16762). Upon review of Council's records and a site inspection conducted by Council's Planning Officer on 19 April 2023, it was found that the western-most shed (BLD\16762) was being unlawfully used for spray painting and sandblasting. The existing approval (MCU\01954) only permitted the use of the 11.0 metre x 10.0 metre shed (BLD\15850) for the Medium impact industry (spray painting and sandblasting) and did not include the second attached shed (BLD\16762). The application was withdrawn on 11 May 2023.

A subsequent change application (Other Change to Development Permit) has since been lodged to extend the Medium impact industry to within the shed attached along the western wall of the existing Medium impact industry shed.

Proposal



Figure 1: Aerial of subject site

The subject land is comprised of two (2) lots and is sited within the locality of Swan Creek. Lot 2 RP30728 has an area of 8.3 hectares and Lot 38 SP209392 has an area of 2.8 hectares. Both lots maintain frontage to Swan Creek School Road, which is a bitumen sealed road without kerb and channel, though Lot 2 RP30728 also has frontage to Warwick-Yangan Road, which is a bitumen sealed, State-controlled road without kerb and channel.

Lot 34 SP209392 contains five (5) sheds, one of which has approval to be used for the purpose of a Medium impact industry (spray painting and sandblasting). Lot 2 RP30728 contains a Dwelling house and associated outbuildings. The owners and operators of the existing Medium impact industry reside in the Dwelling house within the adjoining lot, Lot 2 RP30728. The existing Medium impact industry has been approved to be conducted within the 11.0 metre x 10.0 metre shed, and involves a panel bay, an enclosed spray-painting booth and a mezzanine floor. Figure 2 identifies all of the major buildings on-site. The proponent is J & K Automotive Refinishing who provide services in smash repairs, restorations and sandblasting.

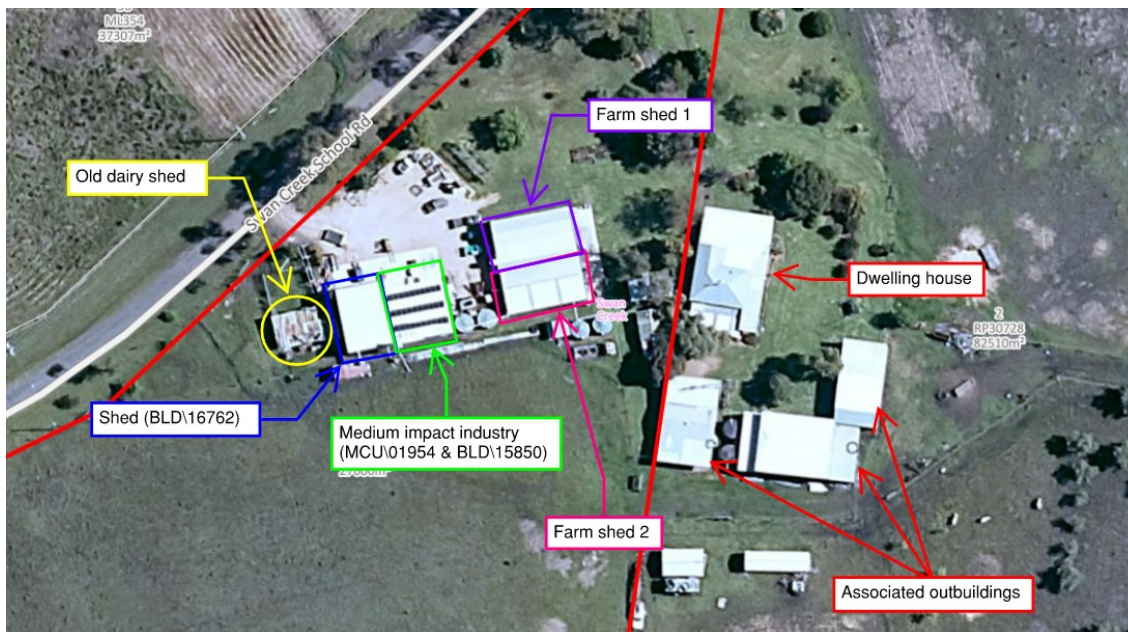


Figure 2: Identification of each building

The applicant has proposed to extend the existing Medium impact industry on the subject site, Lot 34 SP209392. The proposed extension involves the utilisation of the shed attached along the western wall of the existing Medium impact industry, and will include a panel-beating bay and a sandblasting bay. The applicant has also proposed to construct an awning over the existing concrete loading pad of the two sheds proposed for the Medium impact industry. The awning will be constructed along the northern elevation of both sheds proposed for the Medium impact industry, and will be setback approximately 7.7 metres from the north-western boundary with Swan Creek School Road.

The applicant has indicated there are six (6) existing carparking spaces available for the proposed Medium impact industry. The carparking spaces will be located on the existing gravel hardstand area north of the proposed Medium impact industry buildings. The applicant has indicated the gravel hardstand area will also be used for deliveries of goods, and as a loading and unloading area.

The applicant has proposed the development to be completed in three stages. Stage 1 has been completed, and is the use of the 11.0 metres x 10.0 metres building for the purpose of the Medium impact industry. Stage 2 is the use of the 9.15 metres x 12.075 metres shed attached along the western wall of the approved Medium impact industry shed as an extension to the Medium impact industry. Stage 3 is the erection of the awning over the existing concrete pad along the northern elevation of both sheds proposed for the Medium impact industry.

The approved plans are shown below:

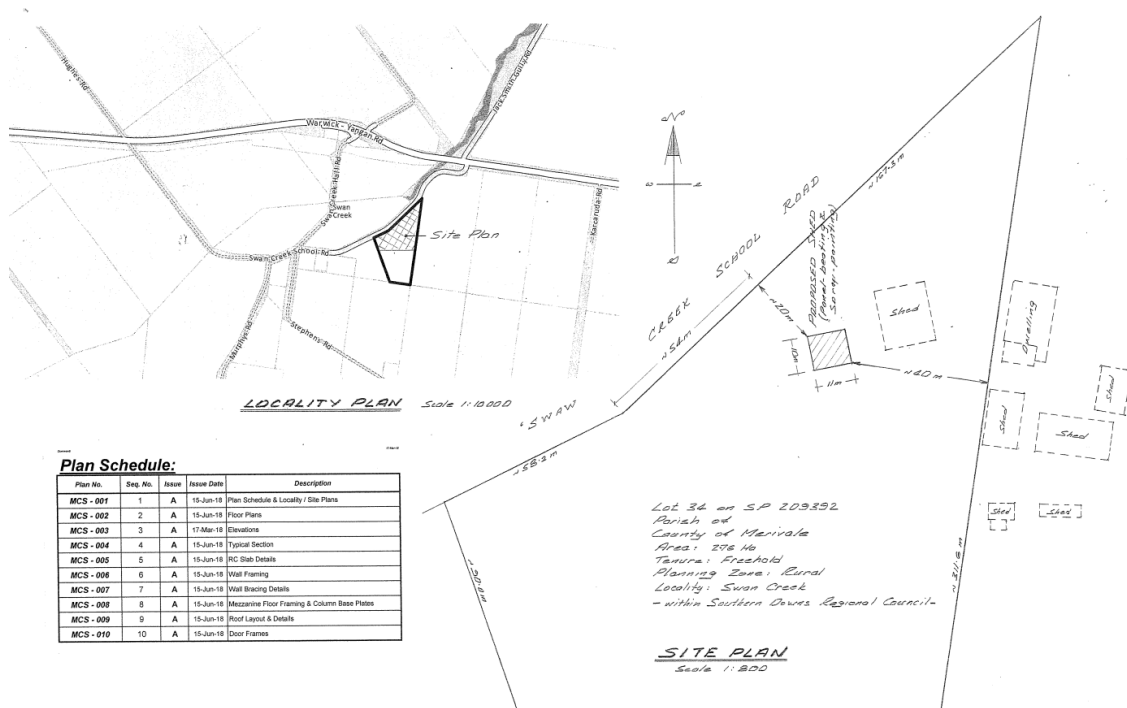


Figure 3: Site Plan – Stage 1

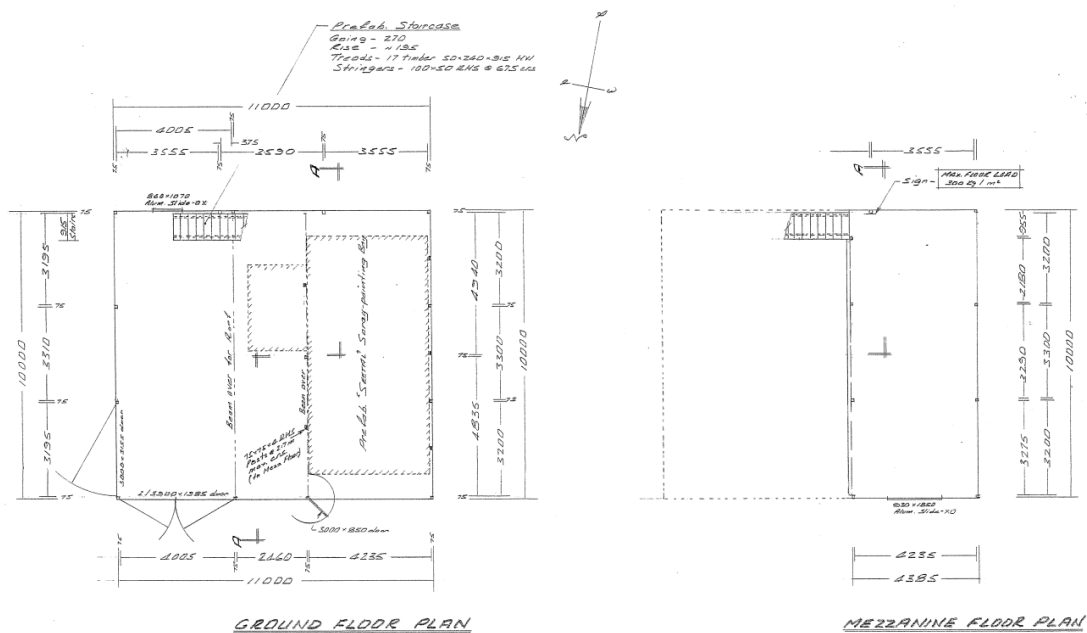


Figure 4: Site Plan – Stage 2

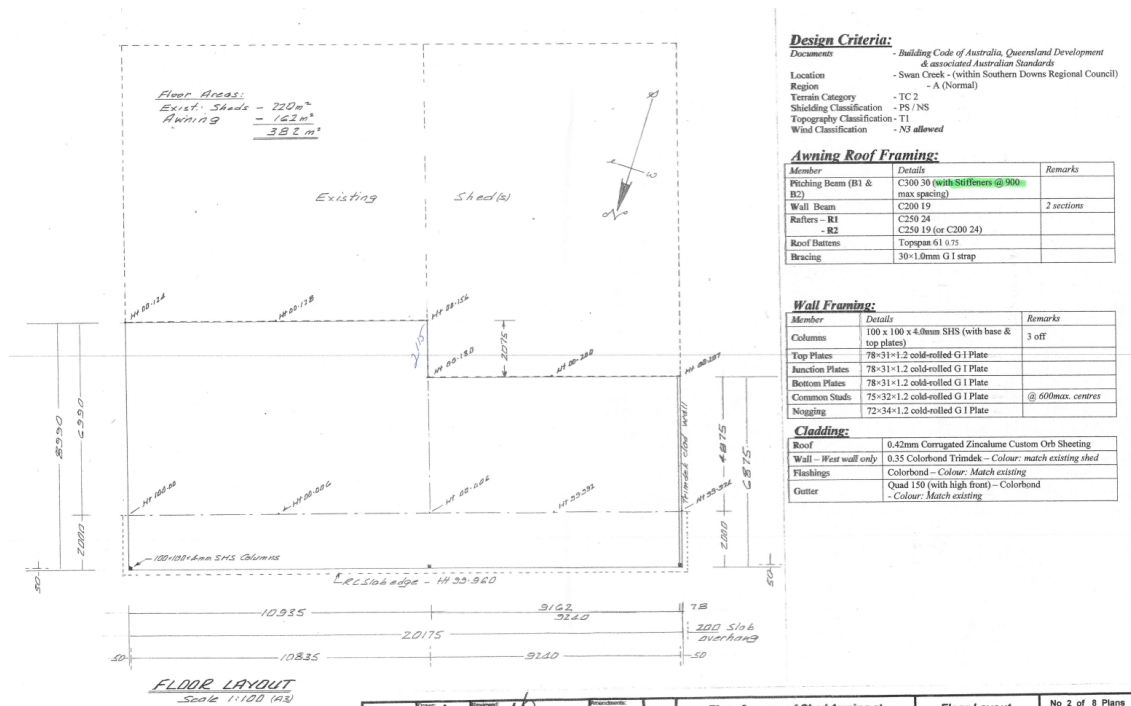


Figure 9: Proposed Floor Layout – Stage 3

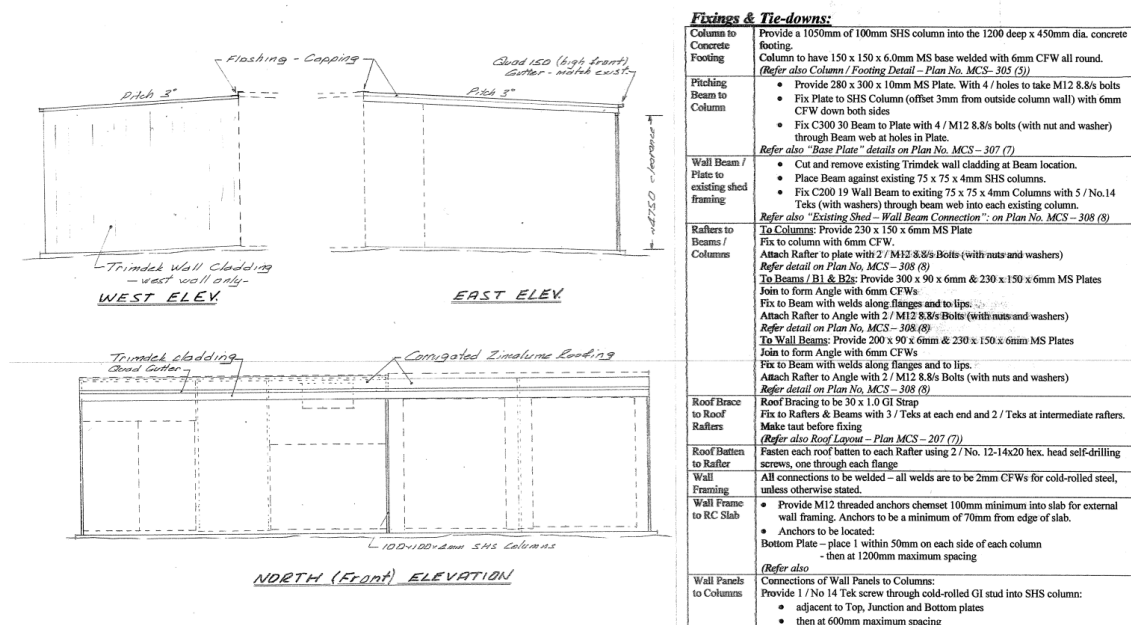


Figure 10: Proposed Elevations – Stage 3

The applicant has made change representations requesting the alteration of Condition 29.

Condition 29

Condition 29 reads as follows:

29. A five (5) metre wide landscaped buffer is to be planted west of the 'Old Dairy' shed, in-line with the Stage 2 Medium impact industry shed as to provide a visual buffer. The trees planted within the buffers are to be suitable to grow to heights of between 3.0 metres and 20 metres. The treed buffers are to be maintained so they form an effective buffer.

The applicant has provided the following justification to support their request:

Conditions 29 of Schedule 1 requires a 5.0m wide landscaping buffer west of the old dairy. Although this was an original condition which was amended in the change application, it has never been possible to achieve. This buffer cuts across the original cattle yards for the

dairy. These yards have been altered over the years but remain an essential part of the remaining rural property. This buffer would make the yard and races impossible to use and any alternative location of the yards an unreasonable imposition of the land. Whilst my clients recognise the reason for this condition to provide a buffer to the road and neighbour it is not possible to achieve. Therefore, an alternative solution is suggested. The Sondergelds have always maintained the verge in this section of Swan Creek School Road including the planting and maintenance of the street trees. They are prepared to provide a 3.0m wide buffer against the fence within the road reserve over the section shown to the attached sketch as the alternative to the 5.0m impractical one required by condition 29.

I would request that this condition be altered to reflect the alternative solution.

The applicant has proposed to plant a vegetative buffer in an alternate location in accordance with the following diagram:

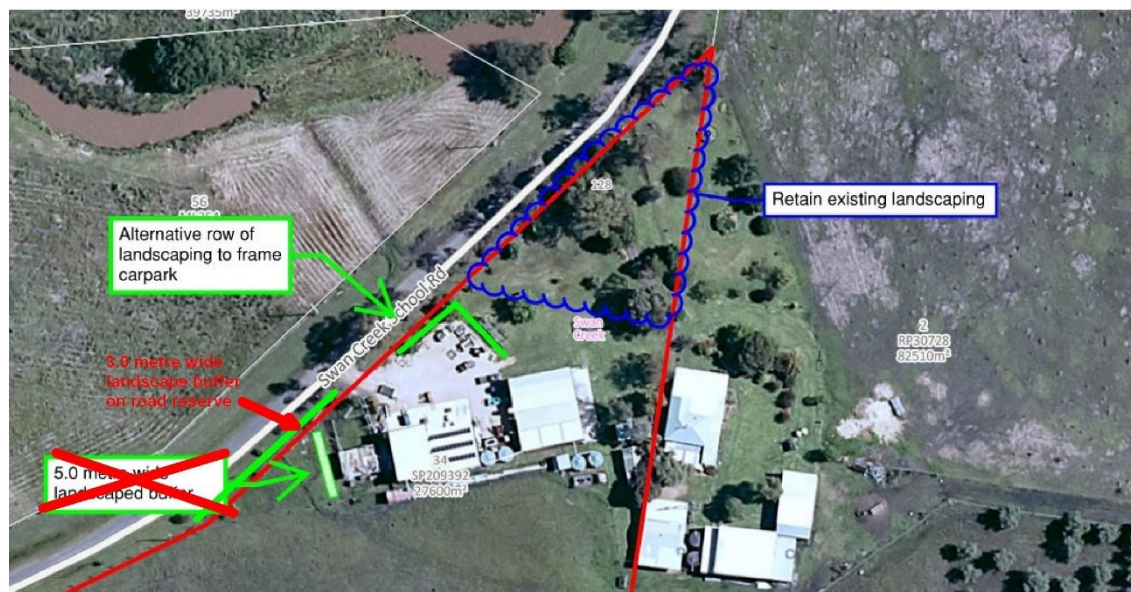


Figure 11: Alternate landscaping proposed by the applicant

The applicant has proposed to plant landscaping with a width of three (3) metres within the road reserve of Swan Creek School Road. The applicant has stated the 5.0 metre wide landscape buffer required to be planted to the west of the 'Old Dairy' shed, in-line with the Medium impact industry shed is not possible due to existing fencing and cattle yards.

The original Development Permit for Material Change of Use for the purpose of a Medium impact industry (spray painting and sand blasting), resolved by Council on 27 June 2018, required landscaping 'to be provided adjacent to the "old Dairy" structure west of the proposed blasting shed to provide a visual buffer to the new building from the adjoining properties and road'. This condition was altered as part of the change application for a Development Permit for the purpose of Other Change to Medium impact industry (Extension to existing spray painting and sandblasting) to ensure the treed buffer forms an effective buffer by specifying the minimum width and height of the buffer. The intent of the landscaping is to screen the Medium impact industry from the road and adjacent properties. The landscaping in this location will ensure the rural character of the land is retained, and is respectful and sympathetic to the adjoining Local heritage place. The landscaping is to be planted in accordance with Figure 12.

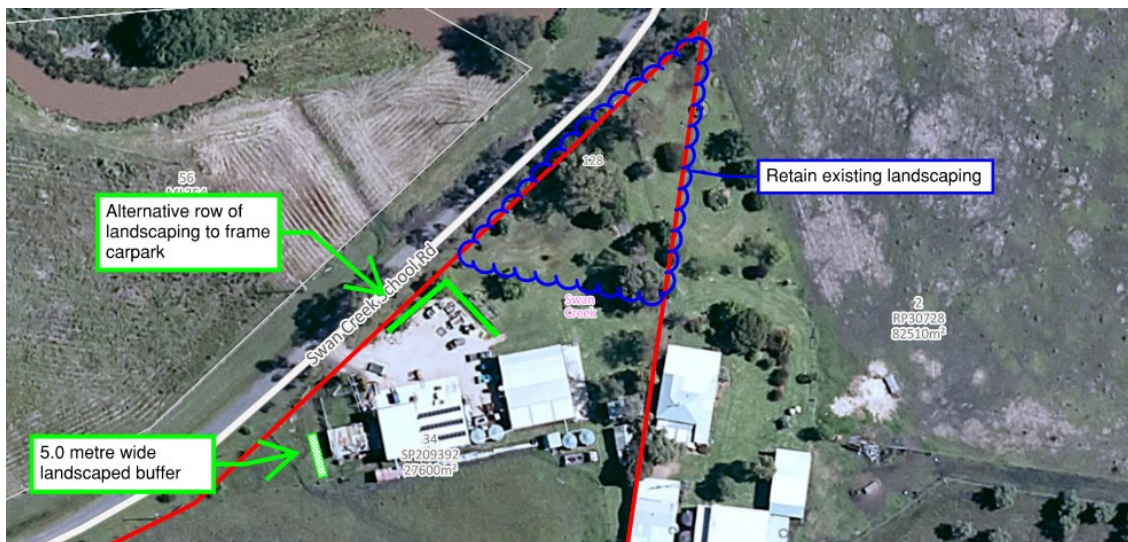


Figure 12: Conditioned landscaping to be planted

Street imagery taken in March 2024 of the western elevation of the 'Old Dairy' shed and the proposed Medium impact industry shed extension shows there is existing fencing and cattle yards within the area that Condition 29 requires a 5.0 metre wide landscaped buffer to be planted, shown in Figure 13.



Figure 13: Western elevation of 'Old Dairy' shed (Google Maps - March 2024)

However, a review of Council's aerial imagery taken in 2019 and 2022 shows that there are no existing fences or cattle yards west of the 'Old Dairy' structure, in-line with the Medium impact industry shed/s, shown in Figures 14 and 15. Furthermore, a site inspection conducted by Council's Planning Officer on 19 April 2023 confirmed there are no permanent fences or cattle yards to the west of the 'Old Dairy' shed, shown in Figure 16. This imagery shows that there was an adequate area for a landscaped buffer to be planted to the west of the 'Old Dairy' shed, as required by the original Development Permit. The erection of this permanent fencing in this location directly conflicts with the Conditions of Approval for the Development Permit for a Medium impact industry (spray painting and sandblasting) over the land at this time.



Figure 14: Council's Aerial imagery of 'Old Dairy' shed in 2022



Figure 15: Council's Aerial imagery of 'Old Dairy' shed in 2019



Figure 16: Western elevation of 'Old Dairy' shed (Council site inspection – 19 April 2023)

Though a change application was made in relation to non-compliances with the original Development Permit issued, as well as the unlawful use of a building for the purpose of Medium impact industry (spray painting and sandblasting), a landscaping buffer that is to be planted to the west of the 'Old Dairy' shed is considered necessary to adequately screen the development and minimise the visual impact of the development.

As there was an adequate area for the landscaped buffer to be planted to the west of the 'Old Dairy' shed when the original Development Permit was issued, and the erection of permanent fencing in this location directly conflicts with the Conditions of Approval for the original Development Permit, the non-compliance of this condition does not negate the requirement for the landscaped buffer to be to the west of the 'Old Dairy' shed. Therefore, it is recommended that Condition 29 be retained.

Recommendation


THAT Council refuse the change representations made in relation to the change application for a Development Permit for the purpose of Other Change to Medium impact industry (Extension to existing spray painting and sandblasting), on land at 128 Swan Creek School Road, Swan Creek, described as Lot 2 RP 30728 and Lot 34 SP209392, and the conditions remain unchanged.

ATTACHMENTS

Nil

15.2 Minimum Dwelling House Size and Amenity and Aesthetics Referral

Document Information

	Report To: Ordinary Council Meeting	
	Reporting Officer:	Meeting Date: 21 August 2024
	Manager Planning and Development	ECM Function No/s:

Recommendation

THAT Council:

- A. Rescind the resolution made on 11 November 2020 in relation to the minimum size of 35 square metres for the construction of a Primary Dwelling house.
- B. Amend the resolution made on 28 June 2017 relating to Council's role as Concurrence Agency for Amenity and Aesthetics, under the *Planning Regulation 2017*, to be as follows:

THAT, for the purposes of the *Planning Regulation 2017*, Council resolves 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

Background

It has been requested by Council that a report be prepared in relation to the following two points:

- A review of the decision of Council on 11 November 2020 to continue with the minimum size of a Dwelling house intended for primary residential use being 35 square metres. With consideration being given to the reduction or elimination of the minimum floor size restrictions when compared to other Councils.
- A review of the decision of Council on 28 June 2017 with regard to amenity and character adversity. With consideration being given to modernising clauses (a) to (e) to meet current community expectations and when compared to other councils.

Report

The following report will provide a background to the above two points, legislative requirements, and a comparison of other similar Local Governments.

Minimum Dwelling house size

On 11 November 2020, the Council at the time resolved to set a minimum Dwelling house size. The resolution made is as follows:

13.4 Applications for Dwelling Houses Under 60 square metres - Establishing a Minimum Approved Size

Resolution

Moved Cr C Gow

Seconded Cr A Gale

THAT Council resolves to endorse setting a minimum size of 35 square metres for the approval of any applications for the construction of dwelling houses under 60 square metres in floor area where the dwelling house is intended for primary residential use.

Carried

The report presented to the Ordinary Council Meeting on 11 November 2020, provided the following information:

Currently when assessing such applications the following criteria are considered:

- *Compatibility with the scale, design and materials of other buildings in the locality;*
- *The road boundary setbacks of neighbouring buildings or structures;*
- *The outlook and views from neighbouring residents and public places;*
- *The amenity and privacy of residents and adjoining lots; and*
- *Overshadowing of adjoining houses*

Whilst small home designs are ideal for secondary/auxiliary use, and are offered at an affordable price point, approving dwellings for primary residential use with a floor area under 35 square meters does have some risks attached to it. Such a small size for a primary dwelling may generate issues such as:

- *Unlawful occupation of caravans / sheds in order to increase the amount of livable space,*
- *Unapproved shipping containers being placed on the property to increase storage space,*
- *Potential to increase risk of complaints being received for unsightly accumulation of visible exterior materials due to lack of internal storage space.*

In some instances conditions can be imposed to improve the amenity and layout of the dwelling house to ensure compliance with the previously outlined criteria. Such inclusions are the provision of landscaping, boarding around the perimeter of the dwelling to prevent vermin harboring underneath or provision of laundry facilities.

Tiny homes also present an interesting living proposition for Council to consider. Presently the resolution of Council under the Planning Regulation 2017 states that a dwelling with a minimum of size of 60 square metres 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.

Applications for all Class 1 buildings under this size, Council has a role as a concurrence agency for the assessment of the amenity and aesthetic impact of particular building work. The decision for this approval is delegated to Council's Built Environment Coordinator who is

a licensed building certifier. This role is a legislative requirement for local government and operates within strict parameters and guidelines.

Council Officers decision on any refusal or approval for this type of application needs to be defensible in any judicial setting for planning related matters. With the increasing number of requests being received and the growing popularity of the “tiny house movement” a resolution of absolute minimum is required to ensure consistency in decision making for delegated Officers. Therefore this report seeks a Council resolution to set a realistic minimum size and one which is in keeping with the character and amenity of Southern Downs for primary dwellings.

Having considered a range of tiny house plans of various sizes, and any past relevant approvals, Officers have recommended that Council resolves to endorse a minimum allowable size limit of 35 square meters in floor area to be set for the construction of dwelling houses intended for primary residential use throughout the region.

A Class 1 building is described as houses or dwellings of a domestic or residential nature.

In accordance with the National Construction Code (NCC), a Class 1 building must be provided with:

- a kitchen sink and facilities for the preparation and cooking of food; and
- a bath or shower; and
- clothes washing facilities, comprising at least one washtub and space in the same room for a washing machine; and
- a closest pan; and
- a washbasin.

Since the previous report, the National Construction Code (NCC), Livable Housing Design commenced. It came into effect on 1 October 2023 and outlines the criteria that must be achieved for a Dwelling house:

- Dwelling access
 - Step-free access path from the allotment boundary, or a car parking space for the exclusive use of the occupants.
 - Car parking space incorporated into step-free access path.
- Dwelling entrance
 - 820mm minimum clear opening width.
 - Level threshold, or a door sill height of no more than 5mm (with rounded or bevelled edge) or ramped threshold.
 - Landing area must have a space of at least 1200mm x 1200mm on the external side of the door.
 - Channel drain it to be provided for the width of the entrance, where the external surface of the entrance is impermeable.
- Internal doors and corridors
 - Internal doorways have a minimum clear opening of 820mm, regardless of the door type.
 - Internal level threshold, or a door sill height of no more than 5mm (with rounded or bevelled edge) or ramped threshold.
 - Minimum clear corridor width of 1,000mm is required for corridors, hallways and the like.
- Sanitary compartment (when a room contains a closest pan or urinal)

- At least one sanitary compartment is to be located on the ground floor or entry level, and must include a toilet.
- Circulation within the sanitary compartment must include a clear zone of 900mm x 1,200mm immediately in front of the front edge of the toilet pan. The circulation space must be clear of the door swing.
- Shower
 - At least one shower must be hobless and step-free entry.
- Reinforcement of bathroom and sanity compartment walls
 - Wall reinforcement is not required if walls are constructed of concrete, masonry, or other material capable of supporting grabrails.
 - Reinforcing must be constructed using a minimum 12mm thick standard grade plywood (or similar) or minimum 25 mm thick timber noggings.

Noting there is no requirement to install the grabrails.

These Livable Housing Design requirements form only part of the overall requirements for a Class 1 building.

The following information was collected from other Local Governments in relation to the minimum dwelling house size:

Local Government	Minimum size requirements
Western Downs RC	No minimum size requirements
Toowoomba RC	No minimum size requirements
Lockyer Valley RC <i>Two separate Planning Schemes</i> <ul style="list-style-type: none"> • Laidley • Gatton 	Laidley only - The gross floor area of any Dwelling house is not less than 60 square metres.
Goondiwindi RC	No minimum size requirements
Scenic Rim RC	General references to Built Form in different zone codes - but no reference to any minimum size requirements.
Somerset RC	No minimum size requirements
South Burnett RC	No minimum size requirements

Amenity and aesthetic referral

Schedule 9 of the *Planning Regulation 2017* enables Local Governments to resolve to be referral agencies for building work in particular instances, as shown following. In this instance it relates to Class 1 and Class 10 buildings where there are possible adverse amenity and aesthetic impacts.

Table 1—Particular class 1 and 10 buildings and structures involving possible amenity and aesthetic impacts	
Column 1	Column 2
1 Development application requiring referral	Development application for building work that is assessable development under section 1 and is for a building or structure that is— (a) a single detached class 1(a)(i) building, class 1(a)(ii) building made up of not more than 2 attached dwellings or a class 10 building or structure; and (b) in a locality, and of a form, for which the local government has, by resolution or in its planning scheme, declared that the form 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
2 Referral agency	The local government
3 Limitations on referral agency's powers	—
4 Matters referral agency's assessment must be against	Whether the building or structure will impact on the amenity or aesthetics of the locality, including, for example, whether the building or structure complies with a matter stated in a local instrument that regulates impacts on amenity or aesthetics
5 Matters referral agency's assessment must have regard to	—
6 Matters referral agency's assessment may be against	—
7 Matters referral agency's assessment may have regard to	—

On 28 June 2017 Council resolved in relation to Council's referral agency responsibilities relating to Amenity and aesthetics, as per Schedule 9 of the *Planning Regulations 2017*. The resolution states as follows:

12.2 Council's Role as Concurrence Agency for Amenity and Aesthetics, Planning Regulation 2017

Resolution

Moved Cr N Meiklejohn

Seconded Cr S Windle

THAT, for the purposes of the *Planning Regulation 2017*, Council resolves 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.

Carried

A similar resolution was made by previous Councils under both the former *Integrated Planning Act 1997* and the former *Sustainable Planning Act 2009*.

Removal Buildings

The existing resolution makes Council a concurrence agency for all Class 1 and Class 10 removal buildings being relocated onto a site within the Region. Under Schedule 9, Part 3, Division 2, Table 7 of the *Planning Regulation 2017*, Council retains its ability to require security (a bond) for the performance of works.

Removal buildings may have an extreme adverse effect on the amenity or likely amenity of a locality or be in extreme conflict with the character of a locality because they are generally older

buildings and may not have been maintained. Further, the perception that removal dwellings are a cheap alternative to a new build can result in the structure not being finalised due to a lack of funds or inability to build to an appropriate standard.

Dwellings under 60 square metres in area

Dwelling houses under 60 square metres in area may have an extreme adverse effect on the amenity or likely amenity of a locality or be in extreme conflict with the character of a locality because the size of the Dwelling house may be in stark contrast with the surrounding neighbourhood as can the aesthetics of the design and selection of building materials. A Dwelling house with a small living area can potentially lead to unsightly or unlawful additional structures and have a negative impact on the emotional wellbeing of the occupants.

Class 1 buildings which resemble a shed or garage

Class 1 buildings which resemble a shed or garage may have an extreme adverse effect on the amenity or likely amenity of a locality or be in extreme conflict with the character of a locality because the allotment could look like it is covered in storage sheds. This can impact the value of surrounding houses. It can also lead to erroneous complaints of people living in unlawful buildings or conversely give the impression living unlawfully in a shed is acceptable.

Shipping Containers

Shipping containers within an urban or Rural residential zone, or located within proximity of boundaries within a Rural zone, may have an extreme adverse effect on the amenity or likely amenity of a locality or be in extreme conflict with the character of a locality because containers are unsightly and can have an impact on the value of surrounding properties. More concerning is the potential issues of these structures not being effectively tied down to prevent movement in high winds and becoming a haven for pests that can affect the resident and neighboring properties.

The following information was collected from other Local Governments in relation to the Amenity and aesthetics referral:

Local government	Types of Amenity & Aesthetic referrals
Western Downs RC	Referral Agency - <ul style="list-style-type: none"> • Removal dwellings • matters under Planning Scheme - Building work in respect to the Airport Environs Overlay Code, Heritage overlay code, Flood Hazard Overlay Code and Stormwater overlay code is regulated under the planning scheme.
Toowoomba RC	Referral Agency - <ul style="list-style-type: none"> (i) is for a single detached class 1(a)(i) building and/or class 1(a)(ii) building comprising not more than 2 attached dwellings; and/or (ii) is for a class 10 building or structure in the Low Density Residential Zone, the Low-Medium Density Residential Zone, the Rural Residential Zone or the Township Zone; and covered by the Heritage Overlay Code and/or the Neighbourhood Character Overlay Code of the Toowoomba Regional Planning Scheme 2012; and/or (iii) is for a class 10 building or structure that exceeds 8.5 metres in height above natural ground level; and (iv) is located in the residential zones category outlined in Attachment 1; and (v) is not development that already has a Development Permit for Material Change of Use or Development Permit for Building Works/Planning Scheme Works assessable against the Toowoomba Regional Planning Scheme 2012; and (vi) is not identified as 'Self-Assessable' development in the Toowoomba Regional Planning Scheme 2012; and

	<p>(vii) is of a form/type (including repair, renovation, alteration or addition) that exceeds the maximum stated preferred height and/or that does not comply with the Acceptable Outcomes of the applicable Planning Scheme Codes listed in Attachment 2.</p> <p>Tiny homes on wheels are regulated under local laws, and need to comply with building, plumbing and planning requirements relating to Class 1A.</p>
Lockyer Valley RC	Does not appear to currently have any referral processes for A&A of any type.
Goondiwindi RC	Referral Agency - <ul style="list-style-type: none"> • Removal buildings
Scenic Rim RC	Referral Agency - <ul style="list-style-type: none"> • Removal buildings
Somerset RC	Referral Agency - <ul style="list-style-type: none"> • Removal Dwellings • Planning Scheme matters for dwellings and secondary <p>Amenity & aesthetics policy - Removal only, otherwise dealt with by Planning Scheme</p>
South Burnett RC	Referral Agency - <ul style="list-style-type: none"> • Removal dwellings

Public consultation

From 17 July 2024 until 2 August 2024, Council undertook public consultation in relation to the topic of Small houses. A survey was released to capture feedback from the community, with the survey being promoted through the following channels:

- A Media Released circulated from 17 July 2024.
- The Media Release was then shared to multiple stakeholder groups, through targeted interactions with:
 - Major and minor industries
 - Building industry supply chain
 - Real estate agents
 - Building certifiers who have operated within the region in the last 18 months
 - Property developers, including builders who have operated within the region in the last 18 months
 - Ag growers
 - Seasonal worker labour suppliers
 - Social services providers
 - Community groups that are generally attracting people that may downsize
- The Media Release was published on Council's website, in the news section.
- Content posted in the Have Your Say Council page.
- Inclusion of the Media Release and Have Your Say links on to Council's Facebook and LinkedIn.
- Have Your Say saged in Council Your Southern Downs eNews, issued on 19 July 2024.

- Boosted reel on Facebook and Instagram to boost the survey.
- Promotion in the signature block of all Council emails.

In addition to Council's efforts, The Allora Advertiser and ABC Southern Queensland picked up the Media Release in their communications.

The results of the survey are such that 491 participants undertook the survey, with some participants skipping some questions. This equates to approximately 0.13% of the Southern Downs population. The Australian Bureau of Statistics and Survey Monkey provide calculators to assist in determining a sample size, i.e. the number of survey responses needed to ensure the survey is valid. For a population of 37,444, receiving 491 responses is considered sufficient to provide a fairly accurate picture of what the entire population might think, with a reasonable margin of error.

The survey questions were as follows:

- Which of the following best describes your age?
- Do you think that allowing small or tiny homes will help with the Southern Downs housing crisis in terms of supply and affordability?
- Small and tiny homes can come in different looks. Which of these describe what you would accept being built or installed next to you?
 - Small and tiny homes which look like an ordinary home, i.e. brick, slab on ground
 - Prefabricated small and tiny homes which are relocated to the property
 - Small and tiny homes which look like an ordinary home or shed
 - Small and tiny homes on wheels, but surrounded by fixtures, e.g. decking
 - Small and tiny homes within existing properties, i.e. granny flat type
 - None of the above, i.e. no small or tiny homes
- Where in the Southern Downs could small or tiny homes be allowed to be built?
 - Outer township in the Low density residential zone
 - Small village
 - Rural residential
 - Rural farming
 - Any location suitable for housing
 - Other
- Do you think small and tiny homes will help housing affordability in the Southern Downs?
- Do you think small and tiny homes are a positive solution for the Southern Downs Region at this time?
- Would you live in a small or tiny home if more were available in the Southern Downs?

A detailed breakdown of the data for each question from the survey is attached to this report.

From the comments associated with the survey, there appears to be a misunderstanding that extensions to Dwelling houses, second dwellings, or granny flats would be subject to the existing resolution requirements. This is not the case.

There is also an assumption that a shipping container home can't be constructed. Where a Dwelling house constructed with shipping containers can meet the relevant building legislation and is appropriately designed, there is generally no concerns.

There is a reduced appetite to small or tiny homes on wheels, when compared to other forms of small and tiny homes.

There are also quite a number of comments which include provisos or still rely on some level of control to ensure a positive outcome for the community.

Conclusion/Summary

There are number of fundamental principles which the community will need to consider, which has a significant impact on the supply of housing within the region. These factors include:

- Existing supply of the varying housing styles.
- Demographics of our region and the medium income.
- Ability to attract professionals who work from home.
- Housing which is fit for purpose, i.e. not all residents need a four bedroom, two bathroom dwelling, and some may need to downsize to free up other housing stock.
- Affordability and ability to pay, to ensure there is not a decline in living standards.
- Need to provide well located variety of housing types and infill development into the community, to boost the ability for community members to enter the property market.

To ensure the further facilitation of housing within the region, Council should give consideration to the following:

- A. Rescinding the resolution made on 11 November 2020 in relation to the minimum size of 35 square metres for the construction of a Primary Dwelling house.
- B. Amending the resolution made on 28 June 2017 relating to Council's role as Concurrence Agency for Amenity and Aesthetics, under the *Planning Regulation 2017*, to be as follows:

THAT, for the purposes of the *Planning Regulation 2017*, Council resolves 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:
 - (iv) located within 100 metres of an urban area or Rural residential zone;
 - (v) the lot has an area of 4000 square metres or less; or
 - (vi) located within 20 metres of a lot boundary.

These changes would remove the requirement for a minimum Dwelling house size for the lodgement of a building application, and would remove the referral agency requirement for a Dwelling house that is less than 60 square metres, within all zones except the Medium and Low density residential zones.

FINANCIAL IMPLICATIONS

A reduction in the revenue received, which could be an investment in change to reposition the housing conversation.

RISK AND OPPORTUNITY

Risk

The current requirements, except for the limitation on a *primary* dwelling not being less than 35 square metres, do not prevent customers from achieving their desired outcomes. Without Concurrence Agency conditions, neighbours' property values could be affected by not having a minimum standard or requirements of the building code may not be met.

Unintended consequences on affordability, through deficiency of data interpretation and broader understanding of the housing market and its drivers.

Supply of the wrong type housing product, which could trigger adverse impacts for all.

It was difficult through the public survey process to provide detailed background, of housing and demographic breakdown, and include all stakeholders.

Opportunity

Opportunity to be innovative to meet the actual needs of the community, with a targeted response.

COMMUNITY ENGAGEMENT

Internal Consultation

Assistance has been provided with the promotion of the survey through Media and Communications, Community services and Economic Development.

External Consultation

Whole of region community engagement was undertaken. Details have been provided within this report.

LEGAL / POLICY

Legislation / Local Law

Planning Act 2016

Planning Regulation 2017

Corporate Plan

Goal 3 Our Prosperity

Outcome: 3.3 The Southern Downs is a destination of choice for business and visitors.

Objective: 3.3.1 Establish a reputation for working collaboratively with developers to deliver mutually beneficial outcomes.

Policy / Strategy

Community Engagement Policy, PL-CO059


ATTACHMENTS

1. Small House Survey Results Data - Question 1 (Excluded from agenda - Provided under separate cover)[⇒](#)
2. Small House Survey Results Data - Question 2 (Excluded from agenda - Provided under separate cover)[⇒](#)
3. Small House Survey Results Data - Question 3 (Excluded from agenda - Provided under separate cover)[⇒](#)

4. Small House Survey Results Data - Question 4 (Excluded from agenda - Provided under separate cover) [⇒](#)
5. Small House Survey Results Data - Question 5 (Excluded from agenda - Provided under separate cover) [⇒](#)
6. Small House Survey Results Data - Question 6 (Excluded from agenda - Provided under separate cover) [⇒](#)
7. Marketing Campaign Report - SDSH - 2 August 2024 (Excluded from agenda - Provided under separate cover) [⇒](#)

15.3 Endorsement of Submission under the Environmental Protection and Biodiversity Conservation Act 1999- Herries Range Wind Farm

Document Information

	Report To: Ordinary Council Meeting	
	Reporting Officer:	Meeting Date: 21 August 2024
	Manager Environmental Services	ECM Function No/s:

Recommendation

THAT Council endorse the submission made under the *Environmental Protection and Biodiversity Conservation Act 1999* for the proposed Herries Range Wind Farm.

REPORT

Background

An application for the Herries Range Wind Farm has been referred to the Department of Climate Change, Energy, the Environment and Water as part of a process under the *Environmental Protection and Biodiversity Conservation Act 1999* (the EPBC Act) to determine whether further assessment of approval is required. A referral is required if a project may impact on protected animals, plants, habitats or places. As part of the referral process, the submission is open for public comment for a short period of time.

Report

Officers became aware of the public submission period for the Herries Range Wind Farm under the EPBC Act, and completed a review of the documents provided on the proposal. Due to the habitat of the critically endangered Bulloak Jewel Butterfly being in the location of the proposed activity, advice was sought from a local ecologist with knowledge and expertise in this species. The Bulloak Jewel Butterfly species has a complex ecology, reliant on specific species of ant, mistletoe and trees to grow and survive, and has a very small known habitat location. On behalf of Council, the ecologist reviewed the documents submitted as part of the referral process and provided comments as outlined in Council's submission in **Attachment 1** on the proposed mitigation measures for both the Bulloak Jewel Butterfly and other threatened species of national significance.

Submissions were due on the 17 July 2024, and due to the short submission period, a report was not able to be completed for the July Council meeting prior to the submission period closing.

Conclusion/Summary

The document in **Attachment 1** was provided as a submission on behalf of Council on the Herries Range Wind Farm referral under the EPBC Act, to help ensure adequate mitigation measures are proposed for endangered and threatened species in the location of the proposed development. This report is to seek Council's endorsement of the submission.

FINANCIAL IMPLICATIONS

Nil

RISK AND OPPORTUNITY

Risk

The EPBC Act referral process allows an assessment of impacts on species of national significance. There is a risk of insufficient assessment if all relevant information is not considered.

Opportunity

It is important to provide local advice to ensure the proposed development has considered adequate mitigation measures for critically endangered and threatened species of national significance in the project area.

COMMUNITY ENGAGEMENT

Internal Consultation

Nil

External Consultation

Ecologist- Land and Habitat Environmental Services

LEGAL / POLICY

Legislation / Local Law

Environmental Protection and Biodiversity Conservation Act 1999

Corporate Plan

Goal 2 Our Places

Outcome: 2.1 Public places and open spaces are safe, well maintained and liveable.

Objective: 2.1.3 Advocate for, develop and implement environmental strategies that protect and enhance living assets in urban, rural, natural and agricultural landscapes.

Policy / Strategy

Environmental Sustainability Strategy 2021-2031

ATTACHMENTS

1. EPBC Act Submission [↓](#)



Ref: SR:NC/2024/09906

17 July 2024

Department of Climate Change, Energy, the Environment and Water

Dear Sir/Madam

Thank you for the opportunity to provide comment on the Herries Range Wind Farm referral under the *Environmental Protection and Biodiversity Conservation Act 1999*.

Please see attached a summary report of additional considerations.

If you would like to discuss further, please contact Council's Environment and Sustainability Officer, Sandy Hunter, on 1300 697 372.

Yours faithfully

A handwritten signature in black ink, appearing to be 'S. Riley'.

Scott Riley
Director of Planning and Environmental Services

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Land & Habitat
ENVIRONMENTAL SERVICES

Comment for Referral: Herries Range Wind Farm EPBC Number: 2024/09906

Contents:

1. Bulloak Jewel Butterfly (*Hypochrysops piceatus*) - (Critically Endangered)
2. *Ogyris caelestia* Beaver, Braby & Mikheyev (2023)
3. Other threatened species of national significance cumulative impacts

Dated: 16th July 2024

Prepared by:
Matthew Head BSc – Senior Ecologist
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In reference to the information provided in the *Herries Range Wind Farm EPBC referral number: 2024/09906* the following comments and issues need to be raised.

1. Bulloak Jewel Butterfly (*Hypochrysops piceatus*) - (Critically Endangered)

I have been involved with formally surveying known population and potential new areas for the Bulloak Jewel Butterfly (BOJ) for a number of years now. I work with Associate Professor Donald Sands (Hon.) OAM, MSc, PhD, DSc, School of the Environment, The University of Queensland and Honorary Fellow, CSIRO who is one of the experts for the BOJ. Through his work and my experience in surveying the BOJ I believe I can speak with some knowledge and expertise.

The assessments and information provided by the UMWELT (Att5_MNES_Part 4-1 sec 2.1.3 pages 29 - 38) is suitable. However, the following comments are regarding Key mitigation measures:

Regarding page 34 – 35 mitigation measures – *‘Prior to construction of the Project, habitat surveys will be undertaken within areas mapped as potential breeding and foraging habitat in the Disturbance Footprint to determine the extent and occurrence of breeding and foraging trees (mature *Allocasuarina luehmannii* with size and structural characteristics suitable to support breeding and foraging for the species). If found, surveys will be undertaken within suitable habitat patches to determine if these areas are being used by the butterfly. If surveys determine that the species is present, site-specific avoidance and minimisation measures will be developed, for example: clearing of potential breeding and foraging habitat will be avoided via micro-siting and mature *Allocasuarina luehmannii* trees with a DBH of between 18 cm and 40 cm will be retained where possible.’*

The complex nature of the BOJ ecology and the unknowns means that habitat surveys aren’t sufficient to determine the presences of the species. As a minimum the surveys should include:

- Presence of the two species mistletoes, *Amyema linophylla* ssp. *orientalis* and *Lysiana exocarpi* ssp. *tenuis*
- Presence of the BOJ ant (*Anonychomyrma inclinata*) (Lewis & Sands 2021) with the ability to confirm the identity via formal sampling and sending to the QLD museum or *Entomologist with taxonomic expertise*.
- Presence of the core habitat any colonies in *Eucalyptus*, *Angophora* and Bulloak trees. The ants have a very large (100 – 150-meter radius) feeding area around the habitat trees where they are suspected to predate insect larvae via ground debris and litter.
- Formal BOJ surveys during fly time periods. High quality photography is recommended for formal identification. The BOJ is very closely taxonomically like other *Hypochrysops* species found in the same area, namely Cyane Jewel (*Hypochrysops cyane*). Netting is very difficult so either telephoto photography or experienced experts are needed to carry out the surveys. Fly times are typically 1 – 4 hours each day morning and afternoon

2. *Ogyris caelestia* Beaver, Braby & Mikheyev (2023)

It is worth mentioning that a new species of *Ogyris* butterfly has been described that occurs in this area and will in most likely hood be listed as a threatened species due to its limited range and habitat like the BOJ. It would be a worthy addition to include observations for this species while conducting surveys for the bullock jewel.

3. Other threatened species of national significance cumulative impacts

While the assessments, information and survey effort I think is well done by the contractors for the proponent in the documentation, my comments here is to outline the importance of landscape level cumulative impacts on species, the habitat and ability for said species to persist. It must be taken into consideration the effect of all three large windfarm developments (MacIntyre Wind Farm, Karara Wind Farm and Herries range) on key known species such as Koala, greater glider, spotted-tail quoll, swift parrot, regent honey eater, glossy black cockatoo etc. On a landscape level the entire western side of the Durakai state forest is potential going to have the additional disturbance of hundreds of turbines. This western forest is a key north-south flyway for threatened migratory birds like the swift parrot and regent honey eater. Light and noise pollution, earthworks, turbines, fragmentation, roads, edge effects are core to this development. We don't fully understand the impacts so I believe at a minimum ongoing surveying, monitoring and improvements must be included in these projects to try at least to learn something. My comments for suggestions are:

- On going monitoring during the life of the project for key known to presence threatened species. Construction controls are suitable and standard but longer-term controls and monitoring is needed
- Flexibility and commitment to improve and change controls to suit discoveries. For example, change controls for a species via monitoring if needed
- Impacts to the state forest edge on migratory species and fauna movement with a commitment to mitigate impacts
- Plant vegetation corridors to rejoin landscape level habitats for species such as Koala and arboreal mammals and in doing so will benefit smaller species and include feed trees for other species such as she oaks and substory acacias
- Using nest boxes, tree carving hollows or other suitable habitat replacement to help mitigate the instance loss of breeding and roosting sites
- Creek line protection and monitoring. With the construction of 100s of new tracks, protection of the creek lines from erosion and sedimentation issues effecting water quality and creek function is vital.
- Work with local groups, researchers and governments to help inform future impacts and mitigation

Thank you for the opportunity to comment,

Matthew Head

16. REPORTS OF DEPUTATION OR CONFERENCE & REPORTS FROM DELEGATES APPOINTED BY COUNCIL TO OTHER BODIES

Nil

17. CONSIDERATION OF CONFIDENTIAL BUSINESS ITEMS

In accordance with the provisions of Section 254J(3) of the *Local Government Regulation 2012*, a local government may resolve to close a meeting to the public 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 254J(3) of the *Local Government Regulation 2012*, which permits the meeting to be closed to the public for business relating to the following, as indicated:

17.1 Rate Concessions Granted - 2023-2024

Reason for Confidentiality

This item is considered confidential in accordance with section 254J(3)(d) of the *Local Government Regulation 2012*, as it contains information relating to rating concessions.

17.2 Breach of Lease - Eastern Suburbs Junior Rugby League Warwick Inc.

Reason for Confidentiality

This item is considered confidential in accordance with section 254J(3)(g) of the *Local Government Regulation 2012*, as it contains information relating to negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government.

17.3 Outside School Hours Care Transition to New Provider

Reason for Confidentiality

This item is considered confidential in accordance with section 254J(3)(b) of the *Local Government Regulation 2012*, as it contains information relating to industrial matters affecting employees(g) of the *Local Government Regulation 2012*, as it contains information relating to and negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government.

18. GENERAL BUSINESS