



SOUTHERN DOWNS REGIONAL COUNCIL ORDINARY COUNCIL MEETING

Dear Councillors

Your attendance is requested at the Ordinary Council Meeting to be held in the Council Chambers, Southern Downs Regional Council, 61 Marsh Street, Stanthorpe on **Wednesday, 17 December 2025 at 9:00AM**.

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

Rachel Brophy

CHIEF EXECUTIVE OFFICER

12 December 2025

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WEDNESDAY, 17 DECEMBER 2025 Ordinary Council Meeting

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

4.1 Ordinary Council Meeting - 19 November 2025

Recommendation

THAT the minutes of the Ordinary Council Meeting held on Wednesday 19 November 2025 be adopted.

5. ACTIONS FROM COUNCIL MEETINGS

5.1 Actions from Council Meeting 19 November 2025

Document Information

 Southern Downs REGIONAL COUNCIL	Report To: Ordinary Council Meeting		
	Reporting Officer:	Meeting Date: 17 December 2025	
	Chief Executive Officer	ECM Function No/s:	

Recommendation

THAT Council receive the report.

REPORT

The purpose of this report is to provide a summary of Actions resulting from resolutions from the Ordinary Council Meeting held 19 November 2025.

A copy of the Actions Report is attached.

ATTACHMENTS

1. Actions for Ordinary Council Meeting 19 November 2025 [🔗](#)



ACTIONS FROM PREVIOUS GENERAL COUNCIL MEETING 19 NOVEMBER 2025

MEETING DATE	ITEM NUMBER	AGENDA ITEM	ACTION OFFICER	ACTION TO DATE	COMPLETED
19/11/2025	5.1	Actions from Council Meeting 15 October 2025	Brophy, Rachel	21 Nov 2025 9:19am Seymour, Marion - Completion Completed by Seymour, Marion on behalf of Brophy, Rachel (action officer) on 21 November 2025 at 9:19:47 AM - Noted.	21/11/2025
19/11/2025	6.1	Conflict of Interest - Cr Pidgeon: Agenda item 17.1	Brophy, Rachel	21 Nov 2025 9:19am Seymour, Marion - Completion Completed by Seymour, Marion on behalf of Brophy, Rachel (action officer) on 21 November 2025 at 9:19:54 AM - Noted.	21/11/2025
19/11/2025	9.1	Correspondence	Brophy, Rachel	21 Nov 2025 9:20am Seymour, Marion - Completion Completed by Seymour, Marion on behalf of Brophy, Rachel (action officer) on 21 November 2025 at 9:20:02 AM - Noted.	21/11/2025
19/11/2025	12.1	Chief Executive Officer - Status Report	Brophy, Rachel	21 Nov 2025 9:20am Seymour, Marion - Completion Completed by Seymour, Marion on behalf of Brophy, Rachel (action officer) on 21 November 2025 at 9:20:09 AM - Noted.	21/11/2025
19/11/2025	12.2	SDRC 2024-25 Annual Report	Johnson, Sonja	09 Dec 2025 11:01am Seymour, Marion - Completion Completed by Seymour, Marion on behalf of Johnson, Sonja (action officer) on 09 December 2025 at 11:01:27 AM - Annual Report uploaded to the Website.	9/12/2025
19/11/2025	13.1	Financial Services - Financial Report as at 31 October 2025	Betts, Melissa	21 Nov 2025 9:56am Betts, Melissa - Completion Completed by Betts, Melissa (action officer) on 21 November 2025 at 9:56:18 AM - The October Finance Report has been noted	21/11/2025
19/11/2025	13.2	Closing Report and Management Letter - 2024-25	Gross, Helen	21 Nov 2025 9:00am Gross, Helen - Completion Completed by Gross, Helen (action officer) on 21 November 2025 at 9:00:07 AM - Report noted by Council	21/11/2025
19/11/2025	13.4	Council Statutory Meeting Schedule for January to December 2026	Bigby, Anthony	09 Dec 2025 11:04am Seymour, Marion - Completion Completed by Seymour, Marion on behalf of Bigby, Anthony (action officer) on 09 December 2025 at 11:04:20 AM - Council Statutory Meetings have been scheduled and uploaded to the Website.	9/12/2025
19/11/2025	13.5	Application for Permanent Road Closure - Adjacent to Lot 3 on MPH26129 - Ahern Lane, Pratten 4370	Glode, Patrina	04 Dec 2025 10:24pm Glode, Patrina - Completion Completed by Glode, Patrina (action officer) on 04 December 2025 at 10:24:57 PM - Another report will be prepared for	4/12/2025



ACTIONS FROM PREVIOUS GENERAL COUNCIL MEETING 19 NOVEMBER 2025

MEETING DATE	ITEM NUMBER	AGENDA ITEM	ACTION OFFICER	ACTION TO DATE	COMPLETED
presentation to council.					
19/11/2025	13.6	Minutes of the Special Audit & Risk Management Committee Meeting held 16 October 2025	Keir, Dianna	24 Nov 2025 7:56am Keir, Dianna - Completion Completed by Keir, Dianna (action officer) on 24 November 2025 at 7:56:10 AM - Council resolution noted.	24/11/2025
19/11/2025	14.1	26_023 - McEvoy Street SPS Sewer Rising Main Replacement (Design & Construct)	Johnston, Shaun	04 Dec 2025 5:29pm Johnston, Shaun Successful tenderer advised by letter and Purchase Order provided. 04 Dec 2025 5:34pm Johnston, Shaun - Completion Completed by Johnston, Shaun (action officer) on 04 December 2025 at 5:34:34 PM - Purchase order and letter of engagement provided to successful tenderer.	4/12/2025
19/11/2025	15.1	Amended Planning Protocols Policy	O'Mara, Angela	21 Nov 2025 10:28am O'Mara, Angela - Completion Completed by O'Mara, Angela (action officer) on 21 November 2025 at 10:28:09 AM - Noted and policy updated.	21/11/2025
19/11/2025	15.2	Renewable Energy Community Benefit System Policy	Currie, Dyan	21 Nov 2025 9:21am Seymour, Marion - Completion Completed by Seymour, Marion on behalf of Currie, Dyan (action officer) on 21 November 2025 at 9:21:51 AM - The Policy has been amended and finalised by Governance and loaded onto the Website.	21/11/2025
19/11/2025		Procedural Motion - Adjournment	Brophy, Rachel	21 Nov 2025 9:20am Seymour, Marion - Completion Completed by Seymour, Marion on behalf of Brophy, Rachel (action officer) on 21 November 2025 at 9:20:33 AM - Noted.	21/11/2025
19/11/2025	13.3	Amendments to Schedule of General Fees and Charges 2025/26	Betts, Melissa	21 Nov 2025 9:58am Betts, Melissa - Completion Completed by Betts, Melissa (action officer) on 21 November 2025 at 9:58:05 AM - Amendments have been adopted	21/11/2025
19/11/2025	15.3	Material Change of Use: Adrian P Bakker C/- Revolution Town Planning - 108 Coochie Road, Dalveen	Hay, Mitchell	08 Dec 2025 8:21am Hay, Mitchell - Completion Completed by Hay, Mitchell (action officer) on 08 December 2025 at 8:21:41 AM - Decision Notice and Statement of Reasons issued to applicant.	8/12/2025
19/11/2025	15.4	Material Change of Use - Wayne R Lavender C/- NSPIRE Planning & Design: 19 O'Connell Street, Ellinlhorp	O'Mara, Angela	05 Dec 2025 3:45pm O'Mara, Angela - Completion Completed by O'Mara, Angela (action officer) on 05	5/12/2025



ACTIONS FROM PREVIOUS GENERAL COUNCIL MEETING 19 NOVEMBER 2025

MEETING DATE	ITEM NUMBER	AGENDA ITEM	ACTION OFFICER	ACTION TO DATE	COMPLETED
					December 2025 at 3:45:11 PM - Decision Notice issued.
19/11/2025	15.5	Consideration of Change Representations: Eastlorden Pty Ltd C/- Alpha Planning Applications – Cunningham Highway & Rabbitt Road, Leslie	Hay, Mitchell	08 Dec 2025 8:22am Hay, Mitchell - Completion Completed by Hay, Mitchell (action officer) on 08 December 2025 at 8:22:09 AM - Negotiated Decision Notice and Statement of Reasons issued to applicant.	8/12/2025
19/11/2025	15.6	Other Change to Material Change of Use – Meteora Vineyard Pty Ltd C/- Urbis Ltd: 87 Rees Road, Ballandean	O'Mara, Angela	05 Dec 2025 3:45pm O'Mara, Angela - Completion Completed by O'Mara, Angela (action officer) on 05 December 2025 at 3:45:18 PM - Decision Notice issued.	5/12/2025
19/11/2025	15.7	Pest Management Advisory Committee Meeting	Collett, Nicole	08 Dec 2025 2:59pm Verney, Prue - Completion Completed by Verney, Prue on behalf of Collett, Nicole (action officer) on 08 December 2025 at 2:59:13 PM - Noted for Minutes of next PMAC Meeting	8/12/2025
19/11/2025	15.8	Wild Dog Bounty Policy Update	Collett, Nicole	08 Dec 2025 3:21pm Verney, Prue - Completion Completed by Verney, Prue on behalf of Collett, Nicole (action officer) on 08 December 2025 at 3:21:44 PM - Policy adopted by Council and live to public on all platforms on 19 November 2025.	8/12/2025
19/11/2025	17.1	Draft Planning Scheme Submission Consideration	O'Mara, Angela	21 Nov 2025 10:28am O'Mara, Angela - Completion Completed by O'Mara, Angela (action officer) on 21 November 2025 at 10:28:33 AM - Resolutions noted for actioning in reviewed draft planning scheme.	21/11/2025
19/11/2025	17.2	Kuhl & Anor V Southern Downs Regional Council & ORS - Planning & Environment Court Appeal No. 1435 of 2025 - 214 Kerrick Road, Dalveen - Lot 7 SP274061	O'Mara, Angela	21 Nov 2025 10:33am O'Mara, Angela - Completion Completed by O'Mara, Angela (action officer) on 21 November 2025 at 10:33:04 AM - Council's solicitors advised of the resolution.	21/11/2025

6. DECLARATIONS OF CONFLICTS OF INTEREST

7. MAYORAL MINUTE

Nil

8. NOTICES OF MOTION

Nil

9. READING AND CONSIDERATION OF CORRESPONDENCE

9.1 Correspondence

Document Information

 Southern Downs REGIONAL COUNCIL	Report To: Ordinary Council Meeting	
	Reporting Officer: Chief Executive Officer	Meeting Date: 17 December 2025 ECM Function No/s:

Recommendation

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

REPORT

- Minister for Local Government and Water and Minister for Fire, Disaster Recovery and Volunteers** advising of recent changes to Queensland's Disaster Management Arrangements through the Disaster Management Amendment Regulation 2025 (Amendment Regulation) which provides that the Chairperson of a Local Disaster Management Group is the Mayor of the relevant local government, or the nomination of another Councillor which is given effect through a Council resolution (copy attached).

Action: Noted.

- The Office of the Minister for Local Government and Water and Minister for Fire, Disaster Recovery and Volunteers** advising of legislative reforms to empower the Queensland local government sector through the introduction of the Local Government (Empowering Councils) and Other Legislation Amendment Bill 2025 to the Legislative Assembly. The Bill is the first phase of the Queensland' Government's program to re-empower local governments by reducing red tape and giving Councils the resources and authority to deliver for their communities (copy attached).

Action: Noted.

- Minister for Police and Emergency Services** advising of recent changes to Queensland's Disaster Management Arrangements through the Disaster Management Amendment Regulation 2025 (Amendment Regulation) which provides that the Chairperson of a Local Disaster Management Group is the Mayor of the relevant local government, or the nomination of another Councillor which is given effect through a Council resolution (copy attached).

Action: Noted.

- Minister for Families, Seniors and Disability Services and Minister for Child Safety and the Prevention of Domestic and Family Violence** highlighting the importance of Human and Social Recovery and Resilience during the predicted high risk weather season, given local governments' critical role in Queensland's Disaster Management Arrangements (copy attached).

Action: Noted.

5. **Minister for Finance, Trade, Employment and Training** advising that Council had been allocated 9 traineeships under the Queensland Government's Skilling Queenslanders for Work initiative (copy attached).

Action: Referred to Director People, Performance and Safety.

6. **Minister for Families, Seniors and Disability Services and Minister for Child Safety and the Prevention of Domestic and Family Violence** thanking the Minister for their assistance in progressing the release of funding for WillowTree 37 (copy attached).

Action: Noted.

7. **Minister for Defence Personnel and Minister for Veterans' Affairs** requesting support from their Department to assist with a proposal from volunteers to turn an historical site from the First World War called the "Wallangarra Dugouts" located in Belgium into a commemorative site, and to have it in the hands of Australian and New Zealand officials to ensure that it can be preserved and commemorated at ANZAC Day (copy attached).

Action: Noted.

ATTACHMENTS

1. Minister for Local Government and Water and Minister for Fire, Disaster Recovery and Volunteers [↓](#)
2. Office of the Minister for Local Government and Water and Minister for Fire, Disaster Recovery and Volunteers [↓](#)
3. Minister for Police and Emergency Services [↓](#)
4. Minister for Families, Seniors and Disability Services and Minister for Child Safety and the Prevention of Domestic and Family Violence [↓](#)
5. Minister for Finance, Trade, Employment and Training [↓](#)
6. Minister for Families, Seniors and Disability Services and Minister for Child Safety and the Prevention of Domestic and Family Violence [↓](#)
7. Minister for Defence Personnel and Minister for Veterans' Affairs [↓](#)

Minister for Local Government and Water and Minister for Fire, Disaster Recovery and Volunteers

DELIVERING
FOR QUEENSLAND



Our ref: CTS 24171/25

18 November 2025

1 William Street Brisbane
GPO Box 2247 Brisbane
Queensland 4001 Australia
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Email lgwv@ministerial.qld.gov.au
Website www.qld.gov.au

Councillor Melissa Hamilton
Mayor
Southern Downs Regional Council

Email: melissa.hamilton@sdrc.qld.gov.au

Dear Councillor Hamilton

I am pleased to advise you of recent changes to Queensland's Disaster Management Arrangements through the Disaster Management Amendment Regulation 2025 (Amendment Regulation) which were made by the Governor in Council on 10 November 2025.

The Amendment Regulation introduces an important change to section 10(2) of the Disaster Management Regulation 2014 (DM Regulation) to provide that the chairperson of a Local Disaster Management Group (LDMG) is the mayor of the relevant local government. Should you not wish to take on the role of chair of the LDMG, as mayor, you may nominate another councillor, with that nomination given effect through a council resolution.

The amendments will empower mayors and ensure that optimal communication and information sharing by LDMGs with other agencies and the community is maintained. Importantly, the amendment will align with section 4 of the DM Regulation, which provides that the Premier is the chairperson of the Queensland Disaster Management Committee.

To provide local governments and LDMGs sufficient time to ensure they understand the changes, the amendments will commence on 1 December 2025.

The Amendment Regulation is available on the Queensland Legislation website at www.legislation.qld.gov.au/browse/asmade.

If you have any questions, please contact my Chief of Staff, Mr Angus McCaffrey, on 0407 073 631 or email Angus.McCaffrey@ministerial.qld.gov.au.

Yours sincerely

A handwritten signature in black ink that reads "Ann Leahy".

ANN LEAHY MP
Minister for Local Government and Water
Minister for Fire, Disaster Recovery and Volunteers

cc Ms Rachel Brophy
Chief Executive Officer
Southern Downs Regional Council
Email: rachel.brophy@sdrc.qld.gov.au

**The Office of Minister for
Local Government and Water and
Minister for Fire, Disaster Recovery
and Volunteers**



Our ref: CTS 24948/25

20 November 2025

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Councillor Melissa Hamilton
Mayor
Southern Downs Regional Council

Email: melissa.hamilton@sdrc.qld.gov.au

Dear Councillor Hamilton

I write to inform you of important and significant legislative reforms to empower the Queensland local government sector.

Today, I introduced the Local Government (Empowering Councils) and Other Legislation Amendment Bill 2025 (Bill) into the Legislative Assembly.

The Bill is the first phase of the Queensland Government's significant legislative reform program to re-empower Queensland's local governments by reducing red tape and giving councils the resources and authority they need to deliver for their communities. The amendments in the Bill address issues highlighted for early resolution by the local government sector.

Several significant reforms are contained in this Bill to:

- empower councils
- empower mayors
- improve and simplify the councillor conflicts of interest and register of interests frameworks
- reduce red tape and unnecessary regulation
- provide certainty to councillors about matters relating to remuneration, leaves of absence, vacation of office, and eligibility
- promote good governance and decision-making
- enhance safeguards for local government election candidates and participants.

The Bill also makes minor administrative and technical amendments to improve the operation of existing legislation.

The Bill and explanatory material are available on the Queensland Legislation website at www.legislation.qld.gov.au.

A summary of the proposed amendments in the Bill is also available on the Department of Local Government, Water and Volunteers' webpage at <https://www.localgovernment.qld.gov.au/for-councils/governance/empowering-councils-bill>.

I take this opportunity to highlight some of the key reforms in the Bill:

- re-empowering councillors to appoint senior executive employees of their local government (via appointment panels) and re-empowering councillors at Brisbane City Council to appoint senior contract employees (including at the General Manager level)
- reinforcing that the mayor is the official spokesperson of their council, whilst clarifying that other councillors may communicate with their community about council matters
- clarifying that mayors are the default chairperson of council meetings
- replacing the existing conflict-of-interest framework with the material personal interest and conflict-of-interest framework that was in place from 2013 to early 2018
- providing the Local Government Minister with the power to issue a general approval for councils to make major policy decisions about Disaster Recovery Funding Arrangements assistance during local government caretaker periods
- removing conduct breaches from the councillor conduct framework
- changing mandatory training requirements for local government election candidates and councillors
- providing that an election candidate/participant may include a physical address, PO Box or other form of address prescribed by regulation in election material, and
- making amendments to section 143 of the *Local Government Act 2009* to better facilitate short to medium-term access to quarry materials for local governments.

The Bill has been referred to the Local Government, Small Business and Customer Service Committee. Information about the Committee's inquiry, including the dates for stakeholder submissions, public briefings and public hearings will be available on the Queensland Parliament website at www.parliament.qld.gov.au/Work-of-Committees.

If you have any questions, please contact my Chief of Staff, Mr Angus McCaffrey, on 0407 073 631 or email Angus.McCaffrey@ministerial.qld.gov.au.

Yours sincerely



ANN LEAHY MP
Minister for Local Government and Water
Minister for Fire, Disaster Recovery and Volunteers



Minister for Police and Emergency Services

Ref No: 2025/10585 JF

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Email police@ministerial.qld.gov.au
ABN 65 959 415 158

21 November 2025

Mayor Melissa Hamilton
Southern Downs Regional Council
melissa.hamilton@sdrc.qld.gov.au

Dear Councillor

I am writing to you to advise of recent changes to Queensland's Disaster Management Arrangements through the Disaster Management Amendment Regulation 2025 (the Amending Regulation), which is scheduled to commence on 1 December 2025.

Queensland is the most disaster affected state in Australia, emphasising the importance of ensuring Queensland's disaster management arrangements are performing optimally. These arrangements are based on a tiered system that operates at a local, district and state level. At the local level, local governments are responsible for managing events in their local government area through Local Disaster Management Groups (LDMGs) established under the *Disaster Management Act 2003*.

The role of LDMGs includes ensuring that disaster management and disaster operations are prepared, planned and implemented in their relevant local government areas. The Disaster Management Regulation 2014 (the DM Regulation) assists LDMGs to meet their statutory functions through outlining how a LDMG operates.

Currently, section 10 of the DM Regulation outlines that the chairperson and the deputy chairperson of a LDMG are the persons appointed by the relevant local government for the local group to be the chairperson and deputy chairperson. This section also provides that the chairperson must be a councillor of a local government.

The Amending Regulation will amend section 10(2) of the DM Regulation to provide that the chairperson of a LDMG must be the Mayor of the relevant local government, or a nominee of the Mayor of the relevant local government who is a councillor of the local government. The Amending Regulation will commence on 1 December 2025.

This amendment will ensure optimal communication and information sharing by LDMGs with other agencies and the community. Importantly, the amendment will align with section 4 of the DM Regulation, which provides that the Premier is the chairperson of the Queensland Disaster Management Committee.

These changes will have no impact upon the vast majority of LDMGs in Queensland, as generally, the chairperson of a LDMG is also the Mayor of their respective local government.

.../2

- 2 -

The Amending Regulation will have an impact upon those LDMGs whose current chair is not the Mayor of their respective local government. In these circumstances, upon the Amending Regulation commencing on 1 December 2025, the incumbent chairperson will no longer be able to continue in that role unless they are nominated as the chairperson by the Mayor of the relevant local government.

I would request that you notify the Assistant Commissioner, Emergency Management and Coordination Command, Queensland Police Service, via SDCC@police.qld.gov.au if there is any change to the position of chairperson of your LDMG as a consequence of the Amending Regulation.

Should your office require further information, Ms Bianca Stone, Chief of Staff, is available on (07) 3719 7150.

Yours sincerely



Dan Purdie MP
Minister for Police and Emergency Services

The Hon Amanda Camm MP

Minister for Families, Seniors and Disability Services and Minister for Child Safety and the Prevention of Domestic and Family Violence

DELIVERING
FOR QUEENSLAND



Our reference: DFSDSCS 07927-2025

1 William Street Brisbane 4000
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Email families.services@ministerial.qld.gov.au
Website www.families.qld.gov.au

Dear Councillor

Thank you for your continued leadership during Queensland's High Risk Weather Season.

The Bureau of Meteorology has predicted that the 2025–26 High Risk Weather Season will bring higher than average rainfall in many areas across the State, with risk of severe storms, flooding, and cyclones.

I would like to take this opportunity to highlight the importance of Human and Social Recovery and Resilience, given Local Governments' critical role in Queensland's Disaster Management Arrangements which are based on the tried and tested principle of 'locally led'.

The impacts of disasters in Queensland continue to increase each year – the level of demand for human and social supports during the 2024–25 disaster season was more than the previous three disaster seasons combined. It is therefore imperative that contributing agencies at all levels of Government maintain a keen focus on planning for and responding to these needs and supporting vulnerable people in Queensland communities, especially in the early stages of a disaster.

The Queensland Recovery Plan encourages Councils to establish Local Recovery Groups to oversee recovery priorities at the local level, and this may be extended to the standing up of functional-specific sub-Groups, such as Local Human and Social Recovery Groups.

I encourage you to prioritise the establishment of Local Human and Social Recovery Groups where and when appropriate, and offer the support of the Department of Families, Seniors, Disability Services and Child Safety's Community Recovery Team, which can provide advice and input for these important processes.

Thank you again for your ongoing support and leadership.

If you require any further information or assistance in relation to this matter, please contact Mr Paul O'Driscoll, Executive Director, Community Recovery, Department of Families, Seniors, Disability Services and Child Safety on 0477 380 805 or by email to Paul.J.ODriscoll@chde.qld.gov.au.

Yours sincerely

A handwritten signature in black ink, appearing to read "Amanda Camm".

The Honourable Amanda Camm MP
Minister for Families, Seniors and Disability Services and
Minister for Child Safety and the Prevention of Domestic and Family Violence

27 / 11 / 2025

**Minister for Finance, Trade,
Employment and Training**

**DELIVERING
FOR QUEENSLAND**



**Queensland
Government**

Dept ref: TF25/2729; D25/32374

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3 December 2025

Councillor Melissa Hamilton
Southern Downs Regional Council
Email: Melissa.Hamilton@sdrc.qld.gov.au

Dear Councillor

Thank you for your ongoing support of the Queensland Government's *Skilling Queenslanders for Work* initiative. I am pleased that you have been allocated the following positions under the First Start program:

- 9 traineeships

In 2025–26, First Start has a budget of \$6 million to create 300 new traineeships and support 100 second-year apprenticeships.

I appreciate your support of the First Start program which aims to provide young people and job seekers with opportunities to gain 12–24 months of paid employment by undertaking a subsidised traineeship or apprenticeship with a local council or statutory authority.

Through the First Start program, the Crisafulli Government is delivering on its commitment to deliver good jobs for Queenslanders by creating structured traineeship pathways and ensure better services through investing in local workforce capacity to support the delivery of essential council operations. These traineeships will strengthen local workforce capability and provide meaningful, lasting employment outcomes for Queenslanders in your community.

The Skilling Queenslanders for Work initiative continues to play a critical role in increasing workforce participation and the overall performance of the Queensland economy, and I look forward to continuing to work with you to create more jobs throughout your local government area through the delivery of the First Start program.

If you require further information, please contact Ms Lorraine Yabsley, Director – Training and Skills Pathways, Department of Trade, Employment and Training on 3524 3284.

Yours sincerely

Ros Bates MP
Minister for Finance, Trade, Employment and Training

Office of the Mayor



4 December 2025

Hon Amanda Camm MP
Minister for Families, Seniors and Disability Services
Minister for Child Safety and the Prevention of Domestic and Family Violence
GPO Box 2031
BRISBANE QLD 4000

Email: families.services@ministerial.qld.gov.au

Dear Minister Camm

It was lovely to see you at Parliament House on 18 November and I would like to sincerely thank you for your assistance in progressing the release of funding for WillowTree 37. The service provided by WillowTree 37 is vitally important for the Southern Downs community. Your funding announcement raised awareness of the service in our community and the number of people accessing the facility is increasing, with 247 presentations between 1 April and 30 October 2025.

Funding for WillowTree 37 was transitioned to the 702 funding category which now encompasses not only trauma-informed counselling services, but also expanded requirements for case management, individualised safety planning and risk management. The volunteer committee remain committed to meeting these new standards and have been working closely with the department to ensure they address all additional obligations. However it has also increased the workload for the centre's staff and volunteers, and they appreciate the understanding and support provided by you and departmental staff as they undertake the transition.

Willow Tree 37 are hopeful that the Department will complete its internal processes in early December, and their team is optimistically planning for implementation to begin from the 5 January 2026 if funding is in place. Willow Tree 37 asked me to extend their sincere gratitude to you and the Crisafulli Government for your ongoing support of these vital services, and I join with them in thanking you on behalf of the Southern Downs community.

Yours sincerely

A handwritten signature in black ink that reads 'Melissa Hamilton'.

Melissa Hamilton
Mayor



sdrc.qld.gov.au



1300 MY SDRC (1300 697 372)



mail@sdrc.qld.gov.au



PO Box 26, Warwick QLD 4370

ABN 59 786 792 651

Office of the Mayor



9 December 2025

Hon Matt Keogh MP
Minister for Defence Personnel
Minister for Veterans' Affairs
PO Box 6022
House of Representatives
Parliament House
Canberra ACT 2600

Email: Matt.Keogh.MP@aph.gov.au

Dear Minister Keogh

I am the Mayor of Southern Downs, which includes the border town of Wallangarra. The settlement straddles the border, and on the New South Wales side the town of Jennings is part of Tenterfield Shire Council. I am writing in relation to a historical site from the First World War called the "Wallangarra Dugouts", located in Belgium.

Background

The *Wallangarra Dugouts* is the largest underground shelter close to the front line of the First World War and was undertaken by the 1st Australian Tunnelling company led by Captain Oliver Holmes Woodward. Captain Woodward was born in Tenterfield, NSW and grew up in Tenterfield and Drake in the Tenterfield Shire and was a qualified engineer. Captain Woodward and his team of soldiers called the site "Wallangarra Dugouts", presumably in reference to Wallangarra and the site of a former Army base. More background about the history of this fascinating site can be found at [Wallangara - Hill 63 Dugouts - Plugstreet: About Us](#).

Current State

In June 2025, I was contacted by the Defence Attaché to Belgium, LTCOL Carney Elias to scope our interest in partnering with a local group of volunteers in Belgium who would like to commemorate the *Wallangarra Dugouts*. One of our staff members took the time to meet with representatives online from the volunteer group, Mr Tony Cosyns and Ms Lois Desreumaux, to further ascertain what support they needed. To summarise the key points of that discussion:

- The volunteer group would like to turn the site into a commemorative site with a monument and signage.
- Their goal is to have this historic site in the hands of Australian and New Zealand officials, for it to be preserved and commemorated at ANZAC Day.
- They are a small group of local volunteers with no financial structure to undertake this project themselves. They are looking for support and guidance in getting this project off the ground to achieve their end goal.
- They have made previous attempts to contact various Australian authorities including the previous and current Australian Ambassador to Belgium, the Australian War Memorial and the



sdrc.qld.gov.au



1300 MY SDRC (1300 697 372)



mail@sdrc.qld.gov.au



PO Box 26, Warwick QLD 4370

ABN 59 786 792 651

Commonwealth War Graves Commission. However, they have had difficulty either gaining or sustaining interest with the project.

Way forward

Southern Downs Regional Council is a small regional Council in Queensland with limited resources and a large geographical area to deliver essential services to our community including roads, water, waste, libraries, parks and much more. Whilst a valuable initiative, the *Wallangarra Dugouts* project unfortunately does not form part of Council's core business, and we are unable to invest any more staff resources into progressing this project.

We believe the future of this project lies in the realm of the Commonwealth Government and I am writing to you in the hope that your department may be able to offer the support needed to this volunteer organisation. The work they have undertaken and their passion to preserve the site in memory of our Australian soldiers is incredible. I believe their goal and intentions closely align with the work undertaken by your department in relation to recognition and commemorative services (including ANZAC day) and overseas memorials.

To facilitate further discussions, please contact Larissa Thomas, Research and Advocacy Support Officer, on 0429 606 469, Larissa.thomas@sdrc.qld.gov.au. Larissa will be able to assist your office with initial questions and put personnel in contact with representatives from the *Wallangarra Dugouts* volunteer group in Belgium.

I thank you for your support and consideration of this worthwhile commemorative project.

Yours sincerely



Melissa Hamilton
Mayor, Southern Downs Regional Council



Bronwyn Petrie
Mayor, Tenterfield Shire Council

10. RECEPTION AND READING OF PETITIONS AND JOINT LETTERS

10.1 Petition - Request for the Establishment of an Off-Leash Dog Park in Allora

Document Information

 Southern Downs REGIONAL COUNCIL	Report To: Ordinary Council Meeting		
	Reporting Officer:	Meeting Date: 17 December 2025	
	Chief Executive Officer	ECM Function No/s:	

Recommendation

THAT Council receive the Petition and note the matter has been referred to the General Manager Infrastructure, Assets and Projects for investigation and a report to Council.

REPORT

Council has received the attached Petition from the Secretary of the Allora Branch of the Queensland Country Womens Association containing 112 signatures requesting that the establishment of an off-leash dog park in Allora.

A copy of the Petition is attached as **Attachment 1**. In accordance with the Information Privacy Act 2009 (Qld) sections of the Petition have been redacted for privacy reasons.

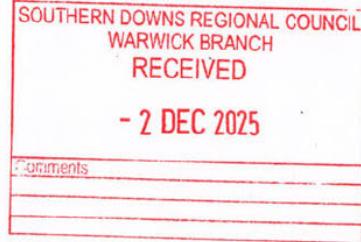
The covering letter from the Lead Petitioner states that an off-leash dog area, incorporated into the planning Walking Network, would be of enormous benefit to both locals and visitors, providing an area for a safe and pleasant environment as well as encouraging travellers to stop and explore Allora.

Possible areas are suggested for consideration are a section of Stuart Henry Park or Apex Park, as outlined on the feedback map attached, and have been suggested as both have qualities that would make them ideal locations without impacting the general area.

The Petition has been referred to the General Manager Infrastructure, Assets and Projects for investigation and for a report to be brought back to Council.

ATTACHMENTS

1. Petition [↓](#)



2nd December 2025

To whom it may concern *ATTN: JOEL RICHTERS.*

As Secretary of the Allora Branch of the Queensland Country Women's Association, it is with great pleasure and confidence that I submit to The Southern Downs Council, a petition in support of the establishment of an Off Lead Dog Park in Allora, as part of the Allora Walking Network Plan.

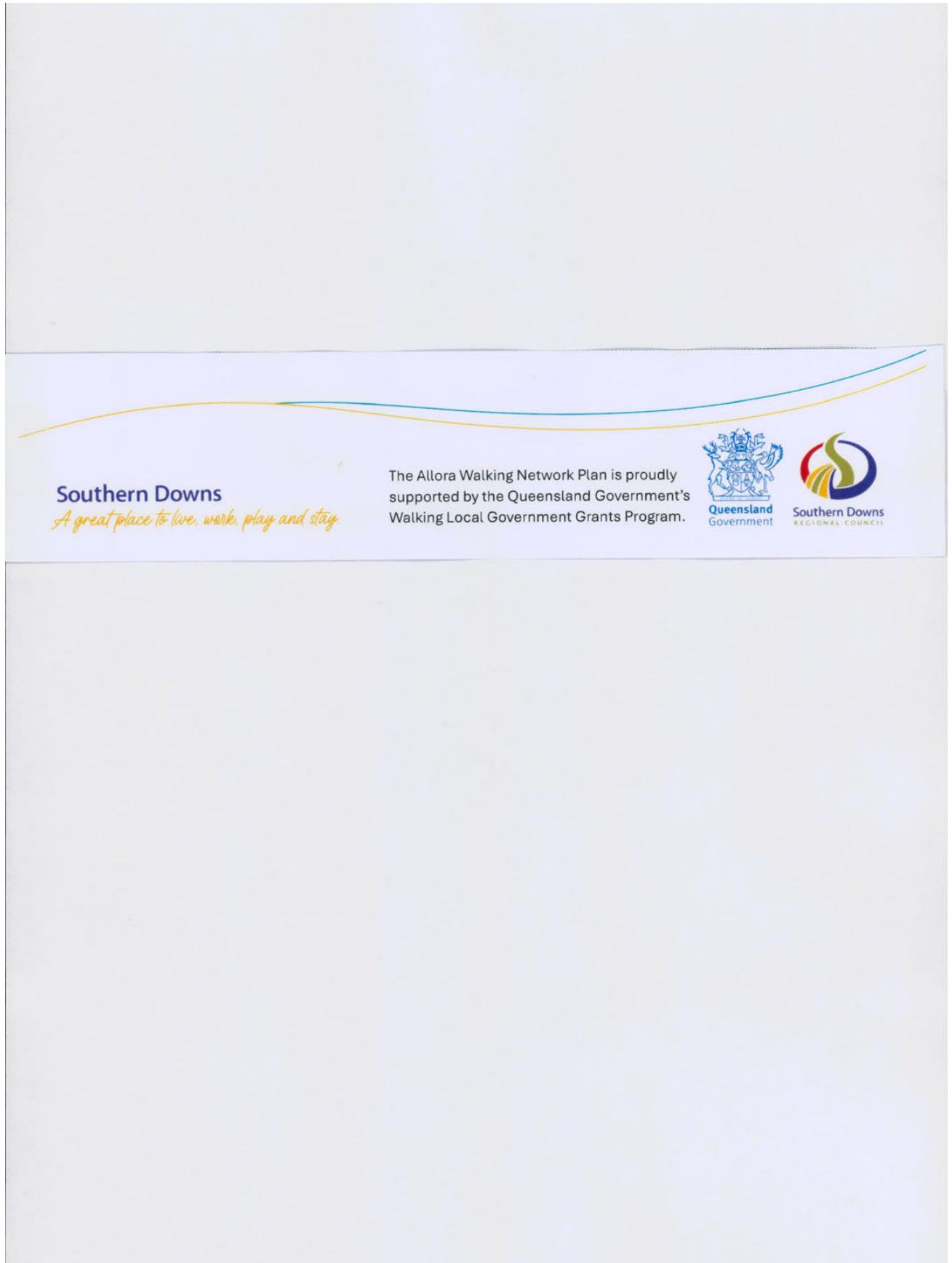
An off leash dog area, incorporated into the planned Walking Network, would be of enormous benefit to both locals and visitors. For locals it would provide an area where both humans and animals can socialise in a safe and pleasant environment and for the many who travel with dogs it would encourage them to stop and explore Allora.

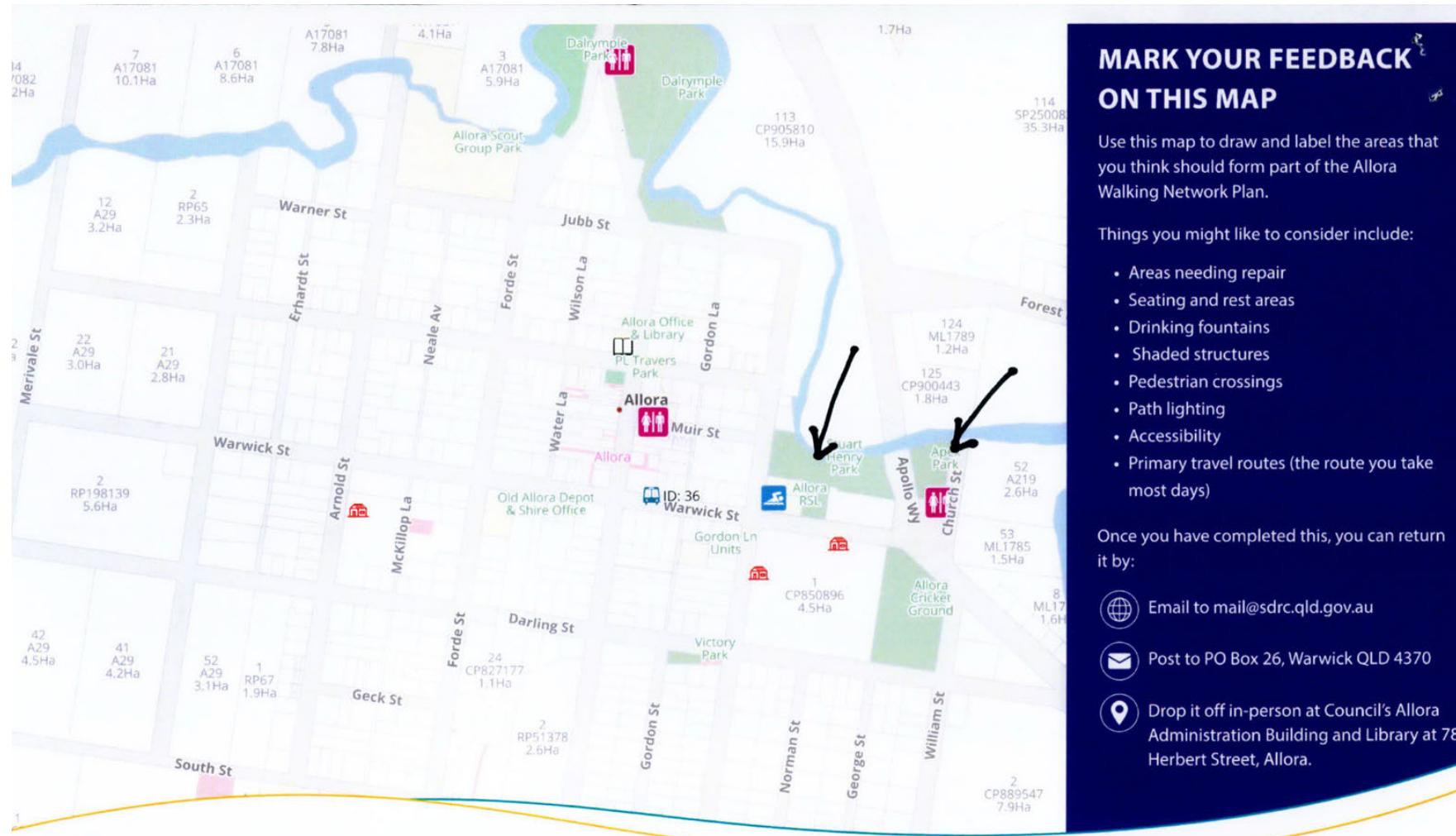
We would suggest that there are two areas that would be appropriate for an off lead area: sections of Stuart Henry Park and Apex Park as indicated on the Feedback Map. Each area has qualities that would make them ideal, trees and facilities that would complement an Off Lead Park without impacting the general area.

We are most appreciative of the opportunity to give support to the development of facilities that will enhance a sense of well being within our community.

Yours sincerely

Gail Parr
Secretary
QCWA Allora Branch
51 Warwick Street
Ph: [REDACTED]
Allora 4362





MARK YOUR FEEDBACK ON THIS MAP

Use this map to draw and label the areas that you think should form part of the Allora Walking Network Plan.

Things you might like to consider include:

- Areas needing repair
- Seating and rest areas
- Drinking fountains
- Shaded structures
- Pedestrian crossings
- Path lighting
- Accessibility
- Primary travel routes (the route you take most days)

Once you have completed this, you can return it by:

- Email to mail@sdrc.qld.gov.au
- Post to PO Box 26, Warwick QLD 4370
- Drop it off in-person at Council's Allora Administration Building and Library at 78 Herbert Street, Allora.





Allora Branch
51 Warwick Street Allora 4362
alloracwa@gmail.com

**Sign The ALLORA CWA petition
To Southern Downs Regional Council
Requesting the establishment of an
OFF LEASH DOG AREA
in Allora**

NAME	DATE	SIGNATURE
	21/11/25	
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	26-11-2025	
	27-11-25	



Allora Branch

51 Warwick Street Allora 4362

alloracwa@gmail.com

**Sign The ALLORA CWA petition
To Southern Downs Regional Council
Requesting the establishment of an
OFF LEASH DOG AREA
in Allora**

NAME	DATE	SIGNATURE
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23-11-25

23-11-25
24-11-25

24-11-25

NAME	DATE	SIGNATURE
[REDACTED]	26-11-2025	[REDACTED]
	27/11/2025.	[REDACTED]
	28/11/25	[REDACTED]
	28/11/25	[REDACTED]
	28/11/25	[REDACTED]



Allora Branch
51 Warwick Street Allora 4362
alloracwa@gmail.com

**Sign The ALLORA CWA petition
To Southern Downs Regional Council
Requesting the establishment of an
OFF LEASH DOG AREA
in Allora**

NAME	DATE	SIGNATURE
	21/11/25	
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	25/11/28	
	27/11/25	



Allora Branch
51 Warwick Street Allora 4362
alloracwa@gmail.com

**Sign The ALLORA CWA petition
To Southern Downs Regional Council
Requesting the establishment of an
OFF LEASH DOG AREA
in Allora**

NAME	DATE	SIGNATURE
	22/11/2025	
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They already
use the cricket
oval over
Darling Street

**Sign The ALLORA CWA petition
To Southern Downs Regional Council
Requesting the establishment of an
OFF LEASH DOG AREA
in Allora**

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28.11.25

28.11.25





Allora Branch
51 Warwick Street Allora 4362
alloracwa@gmail.com

**Sign The ALLORA CWA petition
To Southern Downs Regional Council
Requesting the establishment of an
OFF LEASH DOG AREA
in Allora**

NAME	DATE	SIGNATURE
[REDACTED]	28/11/25	[REDACTED]
[REDACTED]	28/11/25	[REDACTED]
[REDACTED]	28.11.25	[REDACTED]



Allora Branch
51 Warwick Street Allora
alloracwa@gmail.com



**Sign The ALLORA CWA petition
To Southern Downs Regional Council
Requesting the establishment of an
OFF LEASH DOG AREA
in Allora**

NAME	DATE	SIGNATURE
	24/11/2025	
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	28/11/2025	
	28/11/2025	
	29/11/25	

11. PORTFOLIO REPORTS

11.1 Productive Communities Report - Cr Carla Pidgeon

Document Information

 Southern Downs REGIONAL COUNCIL	Report To: Ordinary Council Meeting	
	Reporting Officer: Research and Advocacy Support Officer	Meeting Date: 17 December 2025 ECM Function No/s:

Recommendation

THAT Council's Productive Communities Portfolio Report be received.

REPORT

Cr Pidgeon has submitted a report providing an update on the Productive Communities portfolio.

Attached is a copy of the Portfolio Report.

ATTACHMENTS

1. Cr Pidgeon - Productive Communities portfolio report [↓](#)



PORTFOLIO REPORT
Cr Carla Pidgeon
Productive Communities: Agriculture, Water, Saleyards,
Biosecurity and Pest Management

PRODUCTIVE COMMUNITIES UPDATE – DECEMBER 2025

As the Councillor with the Agriculture portfolio, I recently attended—on behalf of Council—a stakeholder forum bringing together a broad cross-section of representatives from agriculture, government, and industry. The purpose of these sessions was to discuss the Queensland Government's **Biofuels Feedstock Expansion Study**, an important step in shaping the future of Queensland's renewable fuels sector.

BIOFUELS FEEDSTOCK EXPANSION STUDY

The Queensland Government has made a commitment to explore ways the biofuels industry can expand, while working closely with the agricultural sector.

Biofuels are produced from renewable sources such as biomass (for example sugar cane or canola), waste or hydrogen and are safe, drop-in replacements for conventional fossil-based fuels. They include Sustainable Aviation Fuel (SAF), and Renewable Diesel (RD).

A biofuels industry in Queensland could support growth, economic diversification and create high value jobs, particularly in regional areas, while assisting the State's critical industries such as agriculture, resources and tourism to remain globally competitive.

The Clean Energy Finance Corporation (CEFC)'s 2025 report *Refined Ambitions: Exploring Australia's Low Carbon Liquid Fuel Potential*, estimates a mature domestic liquid biofuels industry could deliver \$36 billion of fuels sold in 2050.

There is a good understanding of the types and quantities of biofuel feedstocks currently available in Queensland. However, what is not clear is the opportunities for the development of increased feedstock resources from existing or new feedstock types taking into account economic, environmental and community factors. As such, the Queensland government has commissioned Deloitte, working with CSIRO and the Rural Economies Centre of Excellence, to undertake the Biofuels Feedstock Expansion study which comprises:

1. A desktop assessment of feedstock expansion opportunities for a range of potential feedstocks; and
2. Engaging with regional stakeholders to test the desktop findings and identifying key opportunities for each region.

The study will identify the most viable biofuels feedstock expansion opportunities for each region in Queensland, and the critical pathways to achieve them.

The reports are expected to be completed early next year and are intended to provide an evidence base for industry, communities and government to consider and inform future investment and policy decisions.

11.2 Healthy Communities Portfolio Report - Cr Deane

Document Information

 Southern Downs REGIONAL COUNCIL	Report To: Ordinary Council Meeting	
	Reporting Officer: Research and Advocacy Support Officer	Meeting Date: 17 December 2025
		ECM Function No/s:

Recommendation

THAT Council's Healthy Communities Portfolio Report be received.

REPORT

Cr Deane has submitted a report providing an update on the Healthy Communities portfolio.

Attached is a copy of the Portfolio Report.

ATTACHMENTS

1. Cr Deane - Healthy Communities Portfolio Report [🔗](#)



HEALTHY COMMUNITIES UPDATE – DECEMBER 2025

DFV – 16 DAYS OF ACTIVISM

16 Days of Activism against Gender-Based Violence is a global campaign held every year from 25 November to 10 December. It begins on the **International Day for the Elimination of Violence against Women** and ends on **Human Rights Day**, highlighting that violence against women is a human rights issue. The campaign calls for action to **raise awareness, challenge harmful attitudes, and promote prevention and accountability** for all forms of violence against women and girls. Communities, organisations, and governments use the 16 days to share education, support survivors, and advocate for lasting change.

This year, SDRC actively supported the 16 Days of Activism by raising awareness of this important issue through a series of social media posts, promoting and sharing information about local support services, and taking part in a candlelight vigil to stand in solidarity with victim-survivors and the wider community.

DISABILITIES AWARENESS MONTH

This year, Disability Action Week was celebrated from 23 to 30 November, focusing on accessible communication in action under the theme "*Communicate, Connect, Create*". Disability Action Week is a valuable opportunity to recognise the importance of accessibility and inclusion, while fostering stronger connections and celebrating a community that supports and includes everyone.

We were delighted to see local community groups come together to celebrate the week by hosting a wide range of inclusive activities, including talent shows, sporting events, and emergency preparedness drop-in sessions.

GARAGE SALE TRAIL

The **Garage Sale Trail** is Australia's largest community reuse event, encouraging households to buy, sell, swap, and donate pre-loved items rather than sending them to landfill. The initiative promotes sustainability, reduces waste, and supports a circular economy while bringing communities together.

SDRC supported the Garage Sale Trail by promoting the initiative through its communication channels, encouraging residents to register their garage sales and take part. By actively raising awareness, SDRC helped highlight the environmental benefits of reuse and supported local efforts to reduce waste and give unwanted items a second life.

12. EXECUTIVE SERVICES REPORTS

12.1 Chief Executive Officer - Status Report

Document Information

 Southern Downs REGIONAL COUNCIL	Report To: Ordinary Council Meeting		
	Reporting Officer: Chief Executive Officer	Meeting Date: 17 December 2025	ECM Function No/s:

Recommendation

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

REPORT

1. Questions on Notice

At the Ordinary Council Meeting held 19 November 2025 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
Cr Wantling	13.1 Financial Services – Financial Reporting as at 31 October 2025	Can a revised copy of the Cash Flow Statement on P140 please be sent to Councillors following review of the variance amounts for Sale of property, plant and equipment	A revised cashflow has been distributed to Councillors. All YTD and full year budget numbers have been reviewed and relevant changes have been made to align to the adopted budget in October 2025.
Cr Wantling	13.1 Financial Services – Financial Reporting as at 31 October 2025	The Total Operating Expense amounts appear to be overstated on P138 of the Agenda – could they please be checked?	Councillors were provided an updated financials report, together with the updated narrative of the Council report.

2. Other Business

Nil

ATTACHMENTS

Nil

12.2 Southern Downs Local Disaster Management Group - Membership Nomination Endorsement

Document Information

 Southern Downs REGIONAL COUNCIL	Report To: Ordinary Council Meeting	
	Reporting Officer: Disaster Management Coordinator	Meeting Date: 17 December 2025 ECM Function No/s:

Recommendation

THAT Council in accordance with s. 33 of the *Disaster Management Act 2003* and s. 9 of the *Disaster Management Regulation 2014* appoint the following persons to the Southern Downs Local Disaster Management Group ("LDMG"):

- Queensland Police Service: Jamie Deacon, Officer in Charge, Warwick Police Station
- SDRC Councillor: Cr Carla Pidgeon
- Queensland Ambulance Service: Michaela Abraham, Officer in Charge, Warwick
- Queensland Fire Department: Gavin Blissner, Area Commander – A/Inspector | Warwick Command
- Queensland Health: Alison Evans, Director of Nursing, Warwick Hospital
- State Emergency Services: Matt Sondegeld, Southern Downs SES Local Controller
- Local Disaster Coordinator: Michael Bell, Manager Community Resilience

REPORT

Background

In accordance with Section 29 of the *Disaster Management Act 2003* ("the Act"), a local government must establish a Local Disaster Management Group ("LDMG") for the local government's area.

Section 33 of the Act provides that a Regulation, in this case, the *Disaster Management Regulation 2014* ("the Regulation"), may provide for the appointment of members to the local group.

Section 9 of the Regulation defines membership of a local group as follows:

"(1) For section 33(1) of the Act, the following persons are members of a local group—

- (a) the persons appointed as the chairperson and deputy chairperson of the group under section 10;*
- (b) the other persons appointed as members of the group by the relevant local government for the group.*

- (2) At least 1 person appointed under subsection (1)(b) must be a person nominated by the police commissioner.
- (3) At least 1 person appointed under subsection (1)(b) must be a councillor of a local government.
- (4) The relevant local government for a local group may appoint a person as a member only if satisfied the person has the necessary expertise or experience to be a member."

Report

The LDMG plays a critical role in coordinating disaster preparedness, response and recovery within the Southern Downs Regional Council area.

On 27 November 2025, the Chair of the LDMG informed the LDMG of the intention to review and confirm membership of the LDMG, which would then be presented to Council at its December Ordinary Council meeting for consideration.

It should be noted that the Chair and Deputy Chair have already been appointed by Council resolution on 17th September 2025.

Conclusion/Summary

Following the requirements of the Act and Regulation, the Council is now looking to confirm the appointment of the Southern Downs Local Disaster Management Group membership, which is to include:

- Queensland Police Service: Jamie Deacon, Officer in Charge, Warwick Police Station (*s.9(2) of the Regulation*)
- SDRC Councillor: Cr Carla Pidgeon (*s.9 (3) of the Regulation*)
- Queensland Ambulance Service: Michaela Abraham, Officer in Charge Warwick (*s.9(1)(b) of the Regulation*)
- Queensland Fire Department: Gavin Blissner, Area Commander – A/Inspector | Warwick Command (*s.9(1)(b) of the Regulation*)
- Queensland Health: Alison Evans, Director of Nursing, Warwick Hospital (*s.9(1)(b) of the Regulation*)
- State Emergency Services: Matt Sondegeld (*s.9(1)(b) of the Regulation*)
- Local Disaster Coordinator: Michael Bell, Manager Community Resilience (*s.9(1)(b) of the Regulation*)

FINANCIAL IMPLICATIONS

Nil

RISK AND OPPORTUNITY

Risk

Legislative – s. 29 of the *Disaster Management Act 2003* states that a local government must establish a Local Disaster Management Group ("LDMG"). In the absence of legislated

appointments under s.9 of the *Disaster Management Regulation 2014*, the local government does not have an LDMG, whose role is to ensure that disaster management and disaster operations in the area are consistent with the QDMC's strategic policy framework for disaster management for the State.

Opportunity

The appointment of members to the LDMG will ensure the local government can deliver effective disaster management.

COMMUNITY ENGAGEMENT

Internal Consultation

Department of Community Resilience

Councillor Information Session 3 December 2025

External Consultation

LDMG Members

LEGAL / POLICY

Legislation / Local Law

Disaster Management Act 2003

Corporate Plan

Goal 2 Our Places

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

Objective: 2.1.1 Partner with relevant agencies to ensure community safety and resilience in relation to disaster management of bushfires, floods and other natural disasters.

Policy / Strategy

Nil

Legal

There appears to be no legal issues associated with this report.

HUMAN RIGHTS

A Human Rights assessment has been undertaken.

ATTACHMENTS

1. QPS LDMG Membership Nomination [Download](#)
2. QFD LDMG Membership Nomination [Download](#)
3. QAS LDMG Membership Nomination [Download](#)
4. SDRC LDC LDMG Membership Nomination [Download](#)

5. SES LDMG Member Nomination [↓](#)
6. QHealth LDMG Membership Nomination [↓](#)

T.1.032 Notice of Change to LDMG Member LDMG Template

Mayor Melissa Hamilton
Chairperson
Southern Downs Local Disaster Management Group
PO Box 26
Warwick QLD 4370

11 November 2025

Dear Chairperson,

I wish to notify the Local Disaster Management Group (LDMG) of a change to the Queensland Police Service appointed LDMG member incumbent.

As of 11 November 2025 the incumbent will be Senior Sergeant Jamie Deacon, Officer in Charge Warwick Police Station.

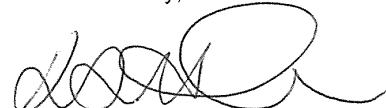
Senior Sergeant Deacon has the necessary expertise and experience to perform the functions of a LDMG member in accordance with the *Disaster Management Act 2003*, on behalf of the Queensland Police Service.

Senior Sergeant Deacon has been informed that personal contact information has been collected in accordance with the *Information Privacy Act 2009* for the purposes of disaster management. The contact details for Senior Sergeant Deacon are:

Organisation Position Title:	Officer in Charge, Warwick Police Station
Work Telephone:	07 4660 4429
Mobile:	0407 734 180
A/H Telephone: (Optional)	0407 734 180
Email:	Deacon.JamieC@police.qld.gov.au
Work Address:	Warwick Police Station 86 Fitzroy Street Warwick QLD 4370

Should you require any further information, please contact Sergeant Catherine Lowe on telephone number 07 4660 4440.

Yours sincerely,



Inspector Kelly Hanlen
Warwick Patrol Group Inspector
District Disaster Coordinator
Warwick Disaster District



DELIVERING
FOR QUEENSLAND

Queensland
Government

Ph: (07) 4592 5244

Queensland Fire Department

3 December 2025

Councillor Melissa Hamilton
Chairperson
Southern Downs Local Disaster Management Group
melissa.hamilton@sdrc.qld.gov.au

Dear Councillor Hamilton

I wish to nominate Acting Inspector Gavin Blissner, who holds the position of Area Commander Warwick, Queensland Fire and Rescue (QFR) to represent the Queensland Fire Department (QFD) on the Southern Downs Local Disaster Management Group (LDMG).

The nominee has the necessary expertise and / or experience to perform the functions of a LDMG member in accordance with the *Disaster Management Act 2003*, on behalf of the QFD.

The nominee will be continuing in role of QFD Core Member for Southern Downs LDMG. There have been no changes to the QFD Deputy Member for Southern Downs LDMG.

The contact details for the nominee are:

Core Member – Gavin Blissner (QFR)

Mobile:	0414 809 296
Email:	gavin.blissner@fire.qld.gov.au
Postal Address:	23 Canning Street, Warwick QLD 4370

Acting Inspector Gavin Blissner has been informed that personal contact information has been collected in accordance with the *Information Privacy Act 2009* for the purposes of disaster management.

Should you require any further assistance, please contact Acting Inspector Blissner on telephone 0414 809 296.

Yours sincerely,

Mark Stuart
Assistant Commissioner
Queensland Fire and Rescue

Matthew Inwood AFSM
Deputy Chief Officer
Rural Fire Service Queensland

Charlton Corporate Hub
17 Steger Road, Charlton
Queensland 4350 Australia
Telephone 13 QGOV
Website www.fire.qld.gov.au

Chairperson to complete

The nomination of the person named above is accepted.

Signature:	
Print name:	
Chairperson of:	Southern Downs Local Disaster Management Group
Date:	

*Please return the signed acceptance of the QFD representative to
SR.AC.QFR@fire.qld.gov.au*



**Queensland
Ambulance Service**

Department of
Health

Notice of Agency Representative for a Local Disaster Management Group (LDMG)

Melissa Hamilton
Chairperson
Southern Downs Local Disaster Management Group

10 November 2025

Dear Chairperson,

I wish to notify the Southern Downs Local Disaster Management Group (LDMG) of a nomination of appointment for the LDMG Member representing the Qld Ambulance Service.

As of 10 November 2025, the proposed incumbent will be Officer in Charge Michaela Abraham.

OIC Michaela Abraham has the necessary expertise or experience to perform the functions of a LDMG member in accordance with section 9(4) of the *Disaster Management Regulation 2014*, on behalf of the Qld Ambulance Service.

OIC Michaela Abraham has been informed that their personal contact information is being provided in accordance with the *Information Privacy Act 2009* for the purposes of disaster management. The contact details for OIC Michaela Abraham are:

Position title:	Officer in Charge Warwick
Mobile:	0428857644
After hours phone:	0427755540
Email:	michaela.abraham@ambulance.qld.gov.au qas.warwick.oic@ambulance.qld.gov.au

Yours sincerely

A handwritten signature in black ink.

Nigel Fordyce
Darling Downs District Director
Qld Ambulance Service
Darling Downs and South West Region

Darling Downs District
15 Shepperd Street
Drayton Qld 4350
Po Box 831, Toowoomba
Queensland 4310 Australia
Telephone +61 7 4698 5906
Faxsimile +61 7 4659 5597
Website: www.ambulance.qld.gov.au
ABN 89 519 542 578



10 June 2020

Commissioner
Queensland Fire and Emergency Services
GPO Box 1425
BRISBANE QLD 4001

and Inspector David Preston
Chairperson
Warwick District Disaster
Management Group
Warwick Police District Office
PO Box 350
Warwick QLD 4370

and email SDCC@qfe.qld.gov.au

Please address all
communications to:

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

michael.bell@sdrc.qld.gov.au
sdrc.qld.gov.au

1 59 786 792 651

Warwick Office
Fitzroy Street
Warwick Qld 4370

anthorpe Office
Marsh Street
nthorpe Qld 4380

1300 MY SDRC
(1300 697 372)

07 4661 0333

In accordance with section 35 of the *Disaster Management Act 2003*, I wish to notify that following consultation with the Chief Executive Mr Michael Bell is appointed Local Disaster Coordinator for the Southern Downs Local Disaster Management Group.

Mr Michael Bell has the necessary expertise or experience to perform the functions and exercise the powers of the Local Disaster Coordinator in accordance with section 36 of the *Disaster Management Act 2003*.

Mr Michael Bell has been informed that personal contact information has been collected in accordance with the *Information Privacy Act 2009* for the purposes of disaster management. The contact details for Michael Bell are:

Work Telephone:	07 4681 5543 or 1300 697 372
A/H Telephone (optional):	
Mobile:	0487 301 898
Email:	michael.bell@sdrc.qld.gov.au
Work Address:	P.O. Box 26 Warwick Qld 4370

Should you require any further information, please contact Pia Fletcher on telephone number 4661 0363 or 0427 038 992.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Vic Pennisi'.

Councillor Vic Pennisi
Chairperson
Southern Downs Local Disaster Management Group



**State Emergency Service
South Western Region**

Mayor Melissa Hamilton

Chairperson

Local Disaster Management Group

PO Box 26

WARWICK QLD 4370

4 December 2025

Dear Chairperson,

I wish to notify the Southern Downs Local Disaster Management Group (LDMG) of a nomination of appointment for the LDMG Member representing State Emergency Service .

As of 4 December 2025, the proposed incumbent will be Southern Downs Local Controller, Mathew Sondergeld.

Local Controller, Mathew Sondergeld has the necessary expertise or experience to perform the functions of a LDMG member in accordance with section 9(4) of the *Disaster Management Regulation 2014*, on behalf of the State Emergency Service .

Local Controller, Mathew Sondergeld has been informed that their personal contact information is being provided in accordance with the *Information Privacy Act 2009* for the purposes of disaster management. The contact details for Local Controller, Mathew Sondergeld are:

Position title:	Local Controller
Mobile:	0428 673 151
After hours phone:	0428 673 151
Email:	Matthew.Sondergeld@ses.qld.gov.au

Yours sincerely

A handwritten signature in black ink.

Anthony Cooper

Authorised Representative

State Emergency Service

Anthony.Cooper@ses.qld.gov.au

17 Steger Road
Charlton Qld 4350

PO Box 1895 Toowoomba
Queensland 4350 Australia

Telephone 07 4592 5230
Website www.ses.qld.gov.au



Mayor Melissa Hamilton
Chairperson
Southern Downs Local Disaster Management Group

Baillie Henderson Hospital

**Darling Downs Hospital
and Health Service**

10 December 2025

Dear Chairperson,

Cnr Hogg and Tor Streets
PO Box 405 Toowoomba
Queensland 4350 Australia
Telephone +61 7 4699 8888
Facsimile +61 7 4699 8933
www.darlingdowns.health.qld.gov.au
ABN 64 109 516 141

I wish to notify the Southern Downs Local Disaster Management Group (LDMG) of a nomination of appointment for the LDMG Member representing Darling Downs HHS.

As of 3 December 2025, the proposed incumbent will be Alison Evans.

Director of Nursing Warwick Hospital, Alison Evans, has the necessary expertise or experience to perform the functions of a LDMG member in accordance with section 9(4) of the *Disaster Management Regulation 2014*, on behalf of the Darling Downs HHS.

Director of Nursing Warwick Hospital, Alison Evans, has been informed that their personal contact information is being provided in accordance with the *Information Privacy Act 2009* for the purposes of disaster management. The contact details for Director of Nursing Warwick Hospital, Alison Evans, are:

Position title:	Director of Nursing Warwick Hospital
Mobile:	0428 086 020 / 4660 3915
After hours phone:	0428 086 020
Email:	don_warwick@health.qld.gov.au

Deputy Member: Hannah Rodwell

Position title:	Director of Nursing Stanthorpe Hospital
Mobile:	0402 083 158 / 4683 3430
After hours phone:	0402 083 158
Email:	don_stanthorpe@health.qld.gov.au

Yours sincerely

Alison Broadbent
Executive Director Nursing and Midwifery Service
Darling Downs HHS
ednms_ddhhs@health.qld.gov.au

ihca
CERTIFICATION

National Safety
and Quality Health
Service Standards
Second Edition
QUALITY CERTIFIED
ORGANISATION

12.3 Notice of LGAQ Special General Meeting and Voting Paper

Document Information

 Southern Downs REGIONAL COUNCIL	Report To: Ordinary Council Meeting	
	Reporting Officer: Research and Advocacy Support Officer	Meeting Date: 17 December 2025
		ECM Function No/s:

Recommendation

THAT Council vote FOR or AGAINST the motion from LGAQ as follows:

That the LGAQ maintains its members' current policy position, held since 2012, that Councillors should not automatically stop being a Councillor, in the event that they nominate (and campaign) for election to the Queensland Parliament.

REPORT

Background

Section 155(3) of the *Local Government Act 2009* (the LG Act) states that a person cannot be a Councillor if they are elected as a member of Parliament of the Commonwealth or State. Further, it states that a person automatically stops being a Councillor when they become a member of parliament. Section 160B of the LG Act says that a Councillor must take leave without pay for the duration of the period for which the Councillor is a candidate for election as a member of the Legislative Assembly.

Report

On 18 November 2025, the State Government introduced the *Local Government (Empowering Councils) and Other Legislation Amendment Bill 2025* ("the LGOLA 2025 Bill") into Queensland Parliament. Clause 62 of the LGOLA 2025 Bill proposes to amend section 155 of the LG Act so that a Councillor who wishes to become candidate for election, automatically ceases being a Councillors upon nomination. The amended section of the Bill is outlined below. It is point 4 that specifies the change discussed in this report.

1. *A person cannot be a Councillor while the person is a government member or electoral candidate.*
2. *A government member is –*
 - A member of Parliament of the Commonwealth or a State (including Queensland); or*
 - A Councillor of a local government of another State.*
3. *A person is an electoral candidate if, under the Electoral Act, section 93(3), the person becomes a candidate for an election of a member of the Legislative Assembly.*
4. *A person automatically stops being a Councillor when the person becomes a government member or electoral candidate.*

The proposed amendment would automatically end a person's role as Mayor or Councillor at the time that their nomination for election to Queensland Parliament is accepted by the Electoral Commission Queensland.

There is presently no such requirement in relation to Federal elections.

The LGAQ Board has convened a special general meeting (by postal vote) to understand member council views on the proposed reform. The LGAQ Board have said the change is contrary to a long-held policy position of Queensland councils since 2012. The LGAQ's current policy position is that Councillors should **not** be required to vacate their office as a Councillor in the event that they nominate (and campaign) for election to the Queensland Parliament.

The CEO is required to make a submission on behalf of Council via the attached voting paper to LGAQ by 5pm on 17th December. The motion reads as follows:

That the LGAQ maintains its members' current policy position, held since 2012, that Councillors should not automatically stop being a Councillor, in the event that they nominate (and campaign) for election to the Queensland Parliament.

Council needs to vote on the motion in one of two ways:

- **FOR** – means that the member supports the LGAQ's current policy position on the issue (and do not support the State Government's proposed amendment).

OR

- **AGAINST** – means that the member supports the State Government's proposed amendment (and no longer supports the LGAQ's current policy position on the issue).

The purpose of this process is to obtain member views to help inform the LGAQ's submission on the Bill and its participation in the parliamentary committee process, and to understand the majority views of Queensland councils about this reform.

FINANCIAL IMPLICATIONS

Nil.

RISK AND OPPORTUNITY

Risk

Not voting on this motion would mean that Council's views are not represented in the LGAQ submission on the proposed reforms.

Opportunity

This motion presents an opportunity for Council to express its views on a long-held policy position of the LGAQ and its members.

COMMUNITY ENGAGEMENT

Internal Consultation

Councillors.

External Consultation

Nil.

LEGAL / POLICY

Legislation / Local Law

Local Government Act 2009

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

Nil.

Legal

There appears to be no legal issues associated with this report.

HUMAN RIGHTS

A Human Rights assessment has been undertaken.

FINANCIAL IMPLICATIONS

Nil.

RISK AND OPPORTUNITY

Risk

Not voting on this motion would mean that Council's views are not represented in the LGAQ submission on the proposed reforms.

Opportunity

This motion presents an opportunity for Council to express its views on a long-held policy position of the LGAQ and its members.

COMMUNITY ENGAGEMENT

Internal Consultation

Councillors.

External Consultation

Nil.

LEGAL / POLICY

Legislation / Local Law

Local Government Act 2009

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

Nil.

Legal

There appears to be no legal issues associated with this report.

HUMAN RIGHTS

A Human Rights assessment has been undertaken.

ATTACHMENTS

1. Notice of LGAQ 17 December Special General Meeting and Postal Voting [↓](#)
2. LGAQ Special General Meeting Voting Paper [↓](#)
3. LGAQ Special General Meeting - Explanatory Notes [↓](#)



25 November 2025

Ms Rachel Brophy
Chief Executive Officer
Southern Downs Regional Council
Rachel.Brophy@sdrc.qld.gov.au

Dear Rachel,

RE: Notice of LGAQ 17 December special general meeting and postal voting

Earlier today I emailed you with advance notice of the LGAQ Board's direction to me to call a special general meeting convened by postal voting.

I am now writing to provide formal notification.

For your council I have enclosed in this email:

- A notice of 2025 special general meeting and explanatory notes
- A voting paper

The special general meeting, convened by postal vote, seeks to understand member council views about a reform that was introduced to State Parliament last week and which is contrary to the long held policy position of Queensland member councils since 2012.

The proposed reform would automatically end a person's role as Mayor or Councillor in order to run for State Parliament at either a general election or State by-election. There is presently no such requirement in relation to Federal elections.

(You can read about the Local Government (Empowering Councils) and Other Legislation Amendment Bill 2025 [here](#) and its Explanatory Notes can be accessed [here](#)).

Today the LGAQ Board has directed me to convene a special general meeting to gather members' views on this reform via postal voting.

- A vote "**For**" will signal that Queensland member councils wish to retain their existing policy position and do not support having to resign to run for State Parliament
- A vote "**Against**" will signal that Queensland member councils have changed their view and believe that Mayors and Councillors should now have to resign in order to run for State Parliament.

Enclosed is the notice of general meeting and explanatory notes, along with your council's voting paper – with a **5pm 17 December deadline**. Please note that papers can be emailed to the LGAQ returning officer prior to the 17th, but they will not be counted until after 5pm on 17 December.

The LGAQ is member-led and evidenced-based, and the LGAQ Board has requested this process for two reasons:

1. To obtain member views to help inform the LGAQ's submission on the Bill and its participation in the parliamentary committee process
2. To understand the majority views of Queensland councils about this reform, and whether that is to retain the existing policy position or to effect a different policy position.



Please contact myself or LGAQ CFO/Company Secretary Darren Leckenby at
Darren_leckenby@lgaq.asn.au.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Alison Smith'.

Alison Smith
CHIEF EXECUTIVE OFFICER

VOTING PAPER

MEMBER: Southern Downs Regional Council

VOTING ENTITLEMENT: 2

PLEASE INDICATE YOUR VOTING INTENTION BY PLACING A MARK IN THE BOX ADJACENT TO THE WORD "FOR" IF YOU ARE FOR THE MOTION OR ADJACENT TO THE WORD "AGAINST" IF YOU ARE AGAINST THE MOTION

Motion:

That the LGAQ maintains its members' current policy position, held since 2012, that councillors should not automatically stop being a councillor, in the event that they nominate (and campaign) for election to the Queensland Parliament.

MOTION	
FOR	
AGAINST	

.....
SIGNATURE

(TO BE SIGNED BY THE MAYOR OR CEO)

VOTING PAPERS MUST BE RETURNED BY 5:00PM ON 17 DECEMBER, 2025.
VOTING PAPERS MUST BE GIVEN BY EMAIL TO THE CHIEF EXECUTIVE OFFICER AT
returning_officer@lgaq.asn.au
ANY VOTING PAPER RECEIVED AFTER 5:00PM ON 17 DECEMBER, 2025 WILL BE INVALID AND
OF NO EFFECT





Notice of Special General Meeting – Postal Vote

Proposed business: To ascertain whether the members support the State Government's proposed amendment to section 155 of the Local Government Act 2009

To be conducted by postal voting in accordance with rule 4.14 of the Constitution

In accordance with rule 4.1 of the LGAQ's Constitution, and following the decision of the LGAQ Board on 25 November, 2025, all members are notified of the holding of a Special General Meeting of LGAQ Ltd, to be convened at 5pm on 17 December, 2025 at LGAQ House, Evelyn Street Newstead.

In accordance with rule 4.14 of the LGAQ's Constitution, the chief executive officer has determined that this special general meeting be convened by postal voting, with the voting paper to be given to the chief executive officer by email.

As a consequence, the voting paper (as attached) must be received by the chief executive officer, at returning_officer@lgaq.asn.au by not later than 5.00 pm on 17 December 2025.

The business of the Special General Meeting is to consider and vote on one motion, as follows:

Purpose of Motion: To seek the members' view on whether they still support the LGAQ's policy position, which reflects the view of members since 2012, that councillors should not be required to vacate their office as a councillor, in the event that they nominate (and campaign) for election to the Queensland Parliament.

Motion:

That the LGAQ maintains its members' current policy position, held since 2012, that councillors should not automatically stop being a councillor, in the event that they nominate (and campaign) for election to the Queensland Parliament.



VOTING PAPERS MUST BE SIGNED BY THE MEMBER'S MAYOR OR CEO
VOTING PAPERS MUST BE RETURNED BY 5:00PM ON 17 DECEMBER 2025
VOTING PAPERS MUST BE GIVEN BY EMAIL TO THE CHIEF EXECUTIVE
OFFICER AT returning_officer@lgaq.asn.au
ANY VOTING PAPER RECEIVED AFTER 5:00PM ON 17 DECEMBER 2025 WILL
BE INVALID AND OF NO EFFECT



EXPLANATORY NOTES TO MOTION

At present, the effect of section 155(3) of the *Local Government Act 2009* is that councillors: -

1. Can nominate for election as a State or Federal member of Parliament (and campaign for that election), without having to vacate their office as councillor; and
2. Only after being successfully elected to either State or Federal Parliament, automatically stop being a local government councillor.

On 18 November 2025, the State Government introduced the *Local Government (Empowering Councils) and Other Legislation Amendment Bill 2025* ("the LGOLA 2025 Bill") into Queensland Parliament.

Clause 62 of the LGOLA 2025 Bill proposes to amend section 155 of the *Local Government Act 2009* such that, if the amendment is made, section 155 will read as follows: -

- (1) A person can not be a councillor while the person is a government member or electoral candidate.
- (2) A government member is—
 - (a) a member of a Parliament of the Commonwealth or a State (including Queensland); or
 - (b) a councillor of a local government of another State.
- (3) A person is an *electoral candidate* if, under the Electoral Act, section 93(3), the person becomes a candidate for an election of a member of the Legislative Assembly.
- (4) A person automatically stops being a councillor when the person becomes a government member or electoral candidate.

The effect of this amendment, if passed by Parliament, will be to automatically end a person's role as a Mayor or councillor at the time that their nomination for election to Queensland Parliament is accepted by the ECQ. That is, regardless of the success (or otherwise) of the person's attempt to be elected to Queensland Parliament, their role as councillor ends at the time that they nominate for the State election.

The LGAQ's current policy position on this issue is that councillors should not be required to vacate their office as a councillor, in the event that they nominate (and campaign) for election to the Queensland Parliament.

The purpose of this motion is to ascertain whether the members still support the LGAQ's current policy position on this issue.

A member's vote for the motion means that the member **supports the LGAQ'S current policy position on the issue** (and does not support the State Government's proposed amendment).

A member's vote against the motion means that the member **support the State government's proposed amendment** (and no longer supports the LGAQ's current policy position on the issue).

13. CORPORATE SERVICES REPORTS

13.1 Financial Services - Financial Report as at 30 November 2025

Document Information

 Southern Downs REGIONAL COUNCIL	Report To: Ordinary Council Meeting	
	Reporting Officer:	Meeting Date: 17 December 2025
	Management Accountant	ECM Function No/s:

Recommendation

THAT Council receive and note the Financial Performance Report as at 30 November 2025.

REPORT

Background

The Finance Team have prepared the Financial Performance Report for November 2025.

Report

Income Statement

Revenue

YTD operational revenue of \$57.9M is \$1.9M ahead of YTD budget with the main variations being:

- Grants & Subsidies are currently \$1.1M favourable to budget due to timing of claims.
- Interest Revenue is currently \$441K favourable due to higher cash balance than original budgeted.

Expenses

YTD operational expenditure of \$48.5M is currently \$1.1M above budget compared to YTD budget of \$47.3M. This is related to higher Employee Costs, Materials and Services, and Internal Plant Hire charges. The main variances in Employees Costs are due road maintenance works (\$228K), 2024 flood event (\$130K) and recent emergency response activity (\$98k). works. Additional costs in materials and services include road maintenance performance contract (RMPC) and roadworks signs \$198K.

As discussed in previous reports, the Financial Services team is undertaking a review of the internal plant hire charges and this may result in some variations in this expense line throughout the year.

Capital Grants

Revenue from capital grants is currently \$1.5M favourable, at \$7.2M. The timing of the receipt of capital grants can vary and is dependent on the progress of projects. The Finance Team is currently assessing funding received for all projects.

Balance Sheet

As at 30 November 2025, Council had \$84.9M in cash at bank and investments, of which approximately \$57.7 is unrestricted cash. The total of outstanding loans, both the current and non-current, is \$9.9M.

Capital Works in Progress

Capital works expenditure as at 30 November 2025 was \$21.3M which is 30.5% of the adopted capital works budget of \$69.8M. There is a further \$19.1M in committed costs, meaning \$40.4M has been spent or committed, representing 57.9% of the adopted budget. In comparison to last year, at this stage Council had spent or committed 34.3% of the budget.

FINANCIAL IMPLICATIONS

Nil

RISK AND OPPORTUNITY

Risk

Finance Team is monitoring movement in interest rates closely as changes can impact Council's interest revenue. Similarly, staff are currently undertaking and planning for future asset revaluation and indexation for Transport and Storm Water assets as per the Audit and Risk Committee Position Paper dated 26 June 2025.

Opportunity

The actual vs budget variance analysis is being reviewed by staff in relation to project milestones and aligning project delivery with budget. This will improve cash flow forecasting and monthly reporting, especially as part of FY25/26 financial year.

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.

4.4.3 Our asset management is smart, effective and efficient with robust project selection pathways.

Policy / Strategy

Operational Plan 2024/25

Legal

There appears to be no legal issues associated with this report.

HUMAN RIGHTS

A Human Rights assessment has been undertaken.

ATTACHMENTS

1. Finance Report November 2025 [🔗](#)



Southern Downs
REGIONAL COUNCIL

Performance Report

November 2025

Southern Downs Regional Council Income Statement

November 2025

	Phased 2026 YTD Actual \$	Phased 2026 YTD Budget \$	YTD Variance \$	YTD Variance %	Note	Annual 2026 Budget \$	Annual 2026 Forecast \$
Revenue from ordinary activities							
General Rates	22,714,912	22,553,221	161,691	0.7%		45,105,550	45,105,550
Rural fire brigade levy	142,422	141,785	637	0.4%		283,570	283,570
Utility Rates and Charges	17,721,840	18,287,419	(565,579)	(3.1%)	1	36,564,838	36,564,838
Less Discounts	(1,323,370)	(1,332,586)	9,216	(0.7%)		(2,665,171)	(2,665,171)
Rates on Council properties	(433,334)	(420,650)	(12,684)	3.0%		(880,294)	(880,294)
	38,822,470	39,229,190	(406,720)	(1.04%)		78,408,493	78,408,493
Fees and Charges	4,601,408	4,193,789	407,619	9.7%		8,817,955	8,817,955
Interest	1,903,152	1,462,145	441,007	30.2%	2	3,531,824	3,531,824
Contract & Sales Revenue	1,063,035	906,121	156,914	17.3%	3	2,264,716	2,264,716
Rent and Other Income	403,733	537,412	(133,679)	(24.9%)	4	1,320,766	1,320,766
Government Grants and Subsidies	5,546,291	4,484,333	1,061,958	23.7%	5	11,595,126	11,595,126
Internal Revenue	5,604,536	5,233,479	371,057	7.1%		12,560,348	12,560,348
Total Operating Revenue	57,944,624	56,046,468	1,898,156	3.4%		118,499,229	118,499,229
Expenses from ordinary activities							
Employee Costs	14,350,641	13,851,906	498,735	3.6%	6	32,126,684	32,126,684
Materials and Services	18,651,153	18,202,698	448,455	2.5%	7	47,852,158	47,852,158
Depreciation and Amortisation	10,459,079	10,441,032	18,046	0.2%		26,643,546	26,643,546
Plant Hire	2,305,861	2,143,395	162,466	7.6%	8	5,078,440	5,078,440
Finance Costs	196,267	186,753	9,514	5.1%		863,319	863,319
Internal Charges	2,492,463	2,492,462	2	0.0%		5,981,908	5,981,908
Total Operating Expenses	48,455,465	47,318,246	1,137,218	2.4%		118,546,055	118,546,055
Operating Surplus/(Deficit) before capital items	9,489,159	8,728,222	760,938	8.72%		(46,827)	(46,827)
Other Capital Amounts							
Capital Grants, Contributions and Donations	7,180,468	5,663,852	1,516,617	26.8%	9	15,548,000	15,548,000
Other capital income and (expenses)	(19,956)	461,250	(481,206)	(104.3%)	10	(4,271,000)	(4,271,000)
Net Result Surplus/(Deficit)	16,649,672	14,853,323	1,796,349	12.1%		11,230,173	11,230,173

Note 1: Utility charges under budget due to water consumption less than anticipated by \$(742)K

Note 2: Interest earnt higher than budgeted due to cash rate increases with RBA, and good investment opportunities with banks

Note 3: Recoverable Works higher than budgeted due to receipt of RMPC funding not aligning with budget and additional works completed

Note 4: Sundry Revenue lower than budget due to Scrap Metal sales currently under budgeted figure

Note 5: Grants and Subsidies higher than budget due to grants receipt of Flood Funding, and Waste Grants received earlier than budgeted

Note 6: Unfavourable variance due to increased road maintenance (corresponding to additional funding from RMPC - Note 3) and flood repair works in infrastructure services of \$460k together with additional level of asset management inspections \$144k together with emergency response of \$98k. Backpays of \$580k have now been processed and are incorporated into the YTD result. Variance relates to YTD timing.

Note 7: Materials and Services over budget mainly in Infrastructure, due to repair works of flood damage being categorised as operational

Note 8: Internal Plant Hire charges review resulted in an increase, due to ensuring all plant items are charged plant hire fees

Note 9: Capital Grants currently above budget due to timing of Capital State Gov Flood funding

Note 10: Other Capital Income and (expenses) under budget due to disposal of fleet

Southern Downs Regional Council Balance Sheet

November 2025

	Phased 2025	Annual 2025	YTD Variance	YTD Variance
	YTD Actual \$	Budget \$	\$	%
Current Assets				
Cash assets & Investments	84,940,991	87,589,000	(2,648,009)	(3.0%)
Receivables	7,169,789	11,872,000	(4,702,211)	(39.6%)
Assets held for sale	159,907	160,000	(93)	(0.1%)
Inventories	1,277,160	1,138,000	139,160	12.2%
	93,547,847	100,759,000	(7,211,153)	-7.2%
Non-Current Assets				
Investment Property	363,900	364,000	(100)	(0.0%)
Property, plant and equipment	1,016,838,748	1,027,804,000	(10,965,252)	(1.1%)
Other Financial Assets	128,000	136,000	(8,000)	(5.9%)
Capital works in progress	35,833,721	15,000,000	20,833,721	138.9%
Intangible Assets	87,225	88,000	(775)	(0.9%)
	1,053,251,594	1,043,392,000	9,859,594	0.9%
TOTAL ASSETS	1,146,799,441	1,144,151,000	2,648,441	0.2%
Current Liabilities				
Creditors and other payables	17,154,873	15,318,000	1,836,873	12.0%
Provisions	8,898,580	9,119,000	(220,420)	(2.4%)
Interest bearing liabilities	2,098,379	2,367,000	(268,621)	(11.3%)
	28,151,832	26,804,000	1,347,832	5.0%
Non-Current Liabilities				
Interest bearing liabilities	7,753,820	12,615,000	(4,861,180)	(38.5%)
Provisions	15,380,867	15,155,000	225,867	1.5%
Other Payables	1,680,467	1,671,000	9,467	0.6%
	24,815,154	29,441,000	(4,625,846)	(15.7%)
TOTAL LIABILITIES	52,966,986	56,245,000	(3,278,014)	(5.8%)
NET COMMUNITY ASSETS	1,093,832,455	1,087,906,000	5,926,455	0.5%
Community Equity				
Asset Revaluation Reserve	382,365,600	377,790,000	4,575,600	1.2%
Retained surplus	711,466,855	710,116,000	1,350,855	0.2%
TOTAL COMMUNITY EQUITY	1,093,832,455	1,087,906,000	5,926,455	0.5%

Southern Downs Regional Council Cash Flow Statement

November 2025

	Phased 2026 YTD Actual \$	Phased 2026 YTD Budget \$	YTD Variance \$	YTD Variance %	Annual 2026 Budget \$
Cashflows from operating activities					
Receipts from customers	49,350,697	44,329,099	5,021,597	11.3%	90,829,000
Payments to suppliers and employees	(46,920,374)	(40,033,604)	(6,886,770)	17.2%	(79,086,000)
Investment and interest revenue received	1,903,152	1,462,145	441,007	30.2%	3,531,000
Rental Income	403,733	537,412	(133,679)	(24.9%)	635,000
Non-capital grants and contributions	5,546,291	4,484,333	1,061,958	23.7%	11,567,000
Borrowing costs	-	-	-	0.0%	(519,000)
Other cashflows from operating activities	-	-	-	0.0%	-
Net Cash Operating Activities	10,283,499	10,779,385	(495,886)	57.5%	26,957,000
Cashflows from Investing Activities					
Sale of property, plant and equipment	(19,956)	369,000	(388,956)	(105.4%)	1,107,000
Grants, subsidies, contributions and donations	7,180,468	5,663,852	1,516,617	26.8%	16,377,000
Net investment maturities	-	-	-	0.0%	-
Purchase of property, plant and equipment	(21,288,958)	(35,032,000)	13,743,042	(39.2%)	(69,768,000)
Payments for intangible assets	-	-	-	0.0%	-
Net Cash Investing Activities	(14,128,446)	(28,999,149)	14,870,703	(117.9%)	(52,284,000)
Cash Flows from Financing Activities					
Proceeds from/repayment of borrowings and advances	506,834	505,250	1,584	0.3%	4,479,000
Net Cash Financing Activities	506,834	505,250	1,584	0.3%	4,479,000
Net increase in cash and cash and equivalent held	(3,338,113)	(17,714,513)	14,376,400	(81.2%)	(20,848,000)
Cash at beginning of period	88,279,104	63,816,000	24,463,104	38.3%	88,279,104
Cash at end of period	84,940,991	46,101,487	38,839,504	84.2%	67,431,104

Cash at end of period is significantly higher (\$46m) than budget primarily due to cash balance at the beginning of the year being \$25m above what was forecast in the budget together with \$13m in less capital spend than budgeted.

Southern Downs Regional Council
Sustainability Ratios
November 2025

Key Ratios		Calculation	Annual Budget	YTD Actual	Target Ratio	On Target?	Overview
Financial Capacity	Council Controlled Revenue Ratio	$((\text{Net Rates, Levies and Charges} + \text{Fees and Charges}) / \text{Total Operating Revenue}) (\%)$	82.50%	83.79%	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	$(\text{Prior year estimated population} / \text{previous year estimated population}) - 1$	0.60%	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	$(\text{Net Operating Surplus} / \text{Total Operating Revenue}) (\%)$	(0.04%)	11.98% *	> 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	$(\text{Net Operating Surplus} + \text{Depreciation} + \text{Finance Costs}) / \text{Total Operating Revenue} (\%)$	25.70%	34.77%	> 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	$(\text{Total Cash and Equivalents} + \text{Current Investments} + \text{Available Ongoing QTC Working Capital Facility Limit} - \text{Externally Restricted Cash}) / \text{Total Operating Expenditure} - \text{Depreciation and Amortisation} - \text{Finance Costs}) \times 12$	7	18	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	$(\text{Capital Expenditure on the Replacement of Assets (renewals)} / \text{Depreciation Expense})$	105.7%	126.4%	> 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	$\text{Written Down Replacement Cost of Depreciable Infrastructure Assets} / \text{Current Replacement Cost of Depreciable Infrastructure Assets}$	65.2%	63.8%	> 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.
	Asset Renewal Funding Ratio	$\text{Total of Planned Capital Expenditure on Infrastructure Asset Renewals over 10 Years} / \text{Total Required Capital Expenditure on Infrastructure Asset Renewals over 10 Years}$	99.9%	99.9%	N/A	✓	The asset renewal funding ratio measures the ability of a Council to fund its projected infrastructure asset renewal/replacement in the future.
Debt Servicing Capacity	Debt Leverage Ratio	$(\text{Book Value of Debt} / (\text{Total Operating Revenue} - \text{Total Operating Expenditure} + \text{Depreciation and Amortisation}))$	0.56	0.49	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	$(\text{Current Assets} / \text{Current Liabilities})$	3.76:1	3.32 : 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	$((\text{Total Liabilities} - \text{Current Assets}) / \text{Total Operating Revenue})$	(37.6%)	(70.0%)	<=60%	✓	This is an indicator of the extent to which the net financial liabilities of a Council can be serviced by its operating revenues.

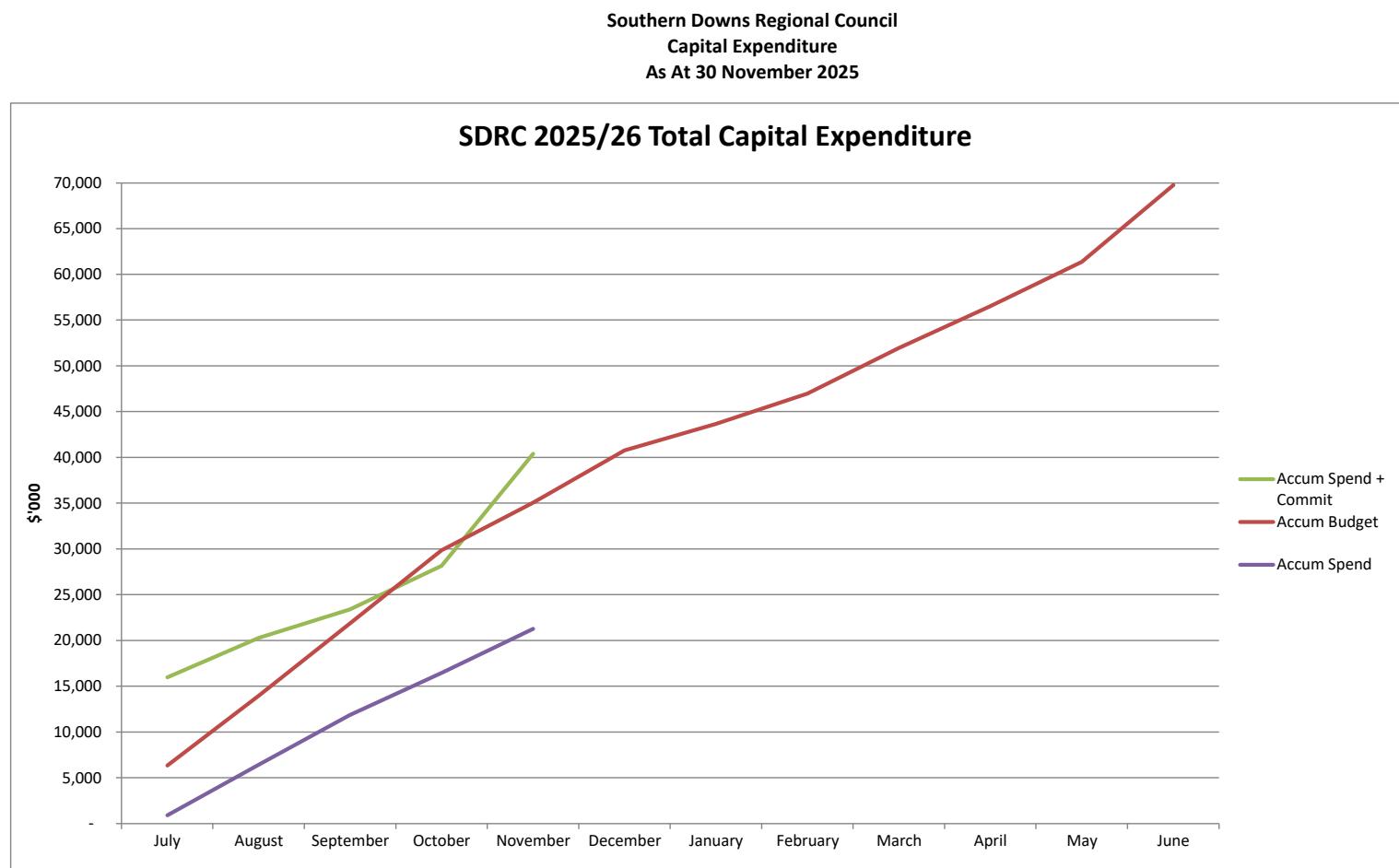
Comments on Ratio Results

When looking at ratios it is important to understand that they represent a snapshot in time and some ratios are more annualised targets.

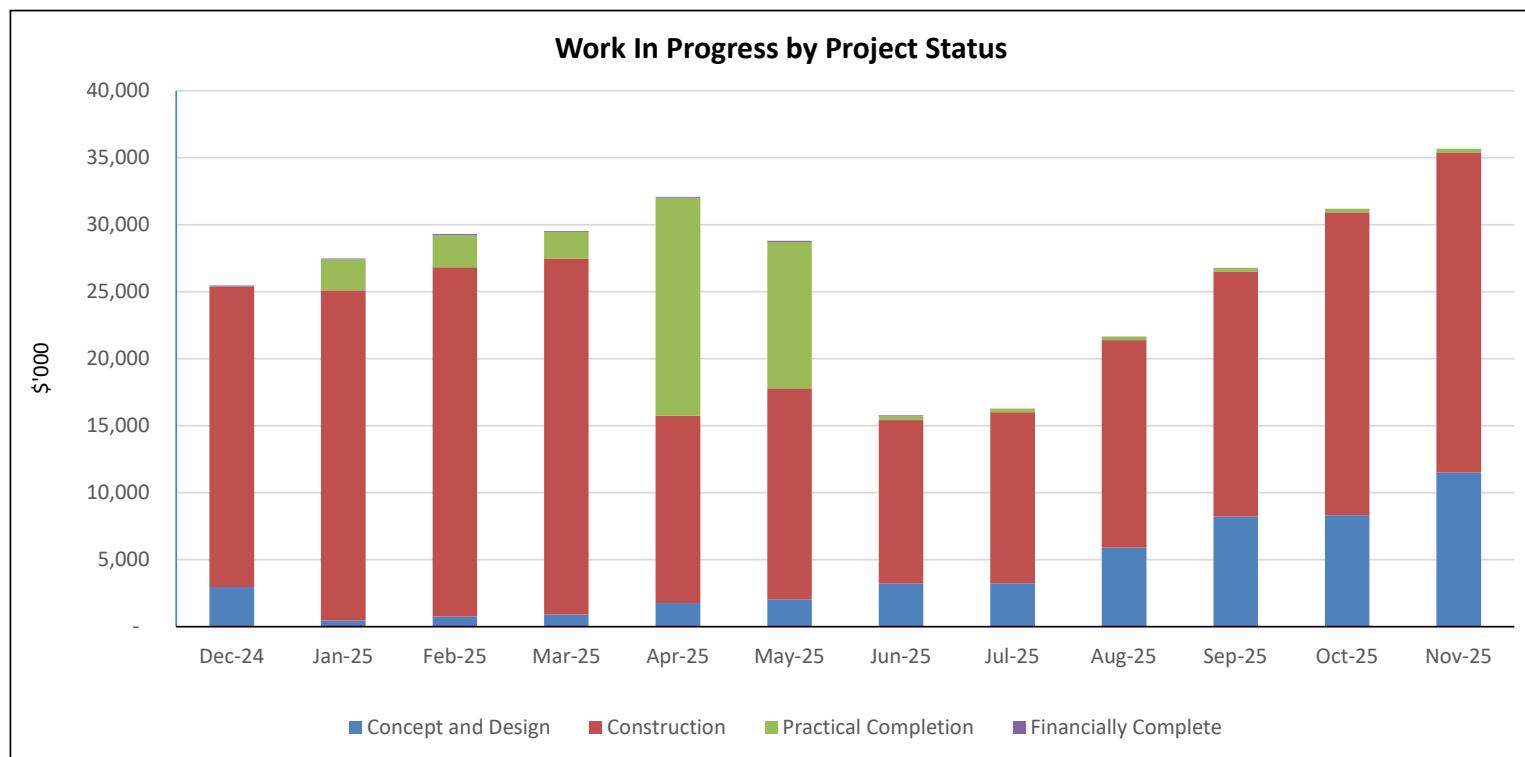
* Operating Surplus Ratio: The ratio is currently above target range implying increased surplus from either additional revenue or lower costs. This ratio is expected to bounce around during the year especially in Q1 to Q3 due to timing of both revenue and expenditure during the year. Currently still on target to meet the budget target which sits below the range.

Southern Downs Regional Council
Capital Works Projects by Asset Class
As At 30 November 2025

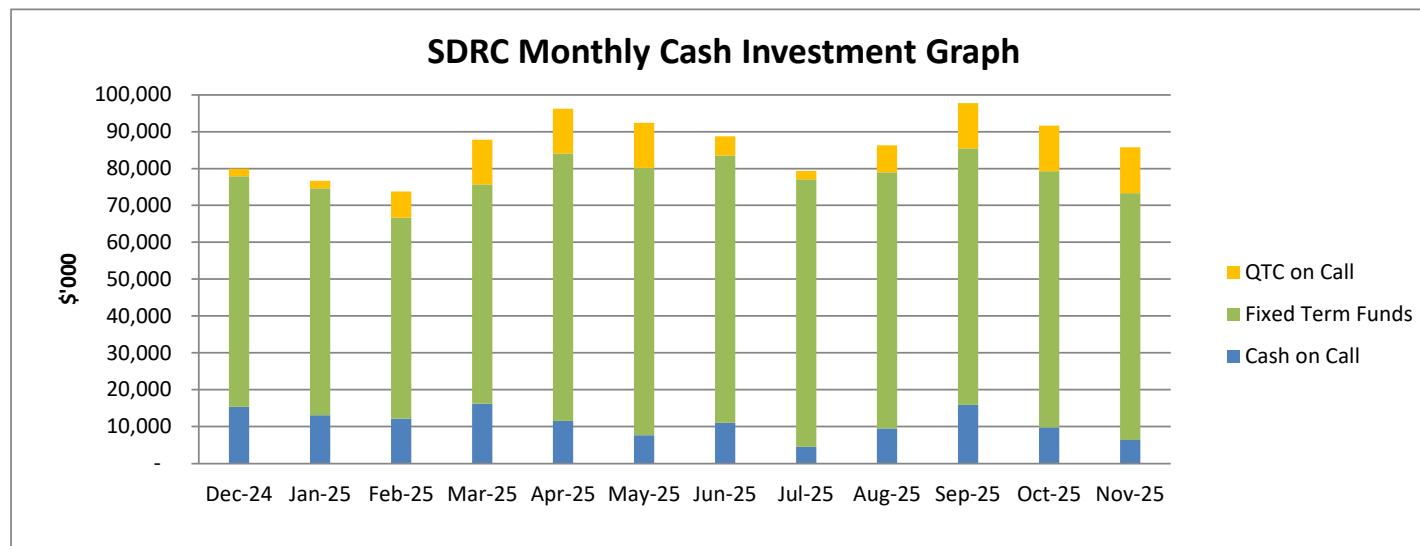
	Budget	YTD Expenditure	% Spent	Committed	Spent and Committed	% Spent and Committed
Land	-	-	-	800	800	-
Buildings	4,189,910	732,243	17.5%	1,695,857	2,428,100	58.0%
Plant & Equipment	8,803,097	1,096,674	12.5%	3,493,988	4,590,662	52.1%
Roads, Drains & Bridges	24,331,341	10,092,195	41.5%	3,255,541	13,347,737	54.9%
Water	12,368,022	1,970,755	15.9%	4,418,220	6,388,975	51.7%
Sewerage	7,718,918	425,044	5.5%	4,828,058	5,253,102	68.1%
Other Assets	12,357,040	6,972,047	56.4%	1,435,529	8,407,575	68.0%
Total	69,768,328	21,288,958	30.5%	19,127,993	40,416,951	57.9%

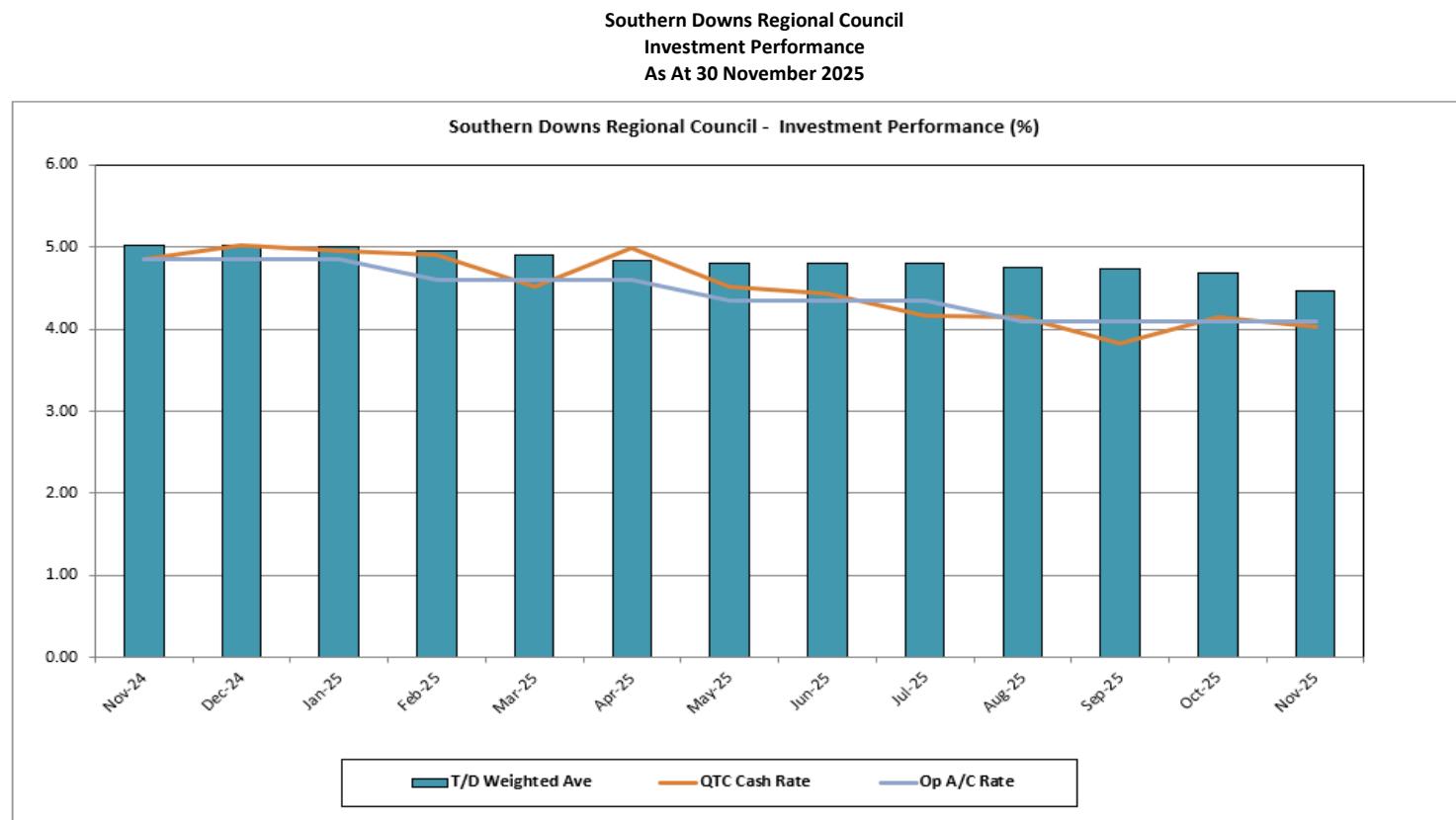


Southern Downs Regional Council
Work in Progress (WIP) Status Report
As At 30 November 2025



**Southern Downs Regional Council
Total Monthly Cash Investment Register
As At 30 November 2025**





**Southern Downs Regional Council
Borrowings Report
As At 30 November 2025**

QTC Loan Account	Balance	Payout Date
CBD Redevelopment Stage 2	310,696	Mar-28
Market Square Pump Station	144,992	Mar-28
General	1,049,203	Mar-28
General 2009	496,820	Mar-28
General 2009/10	75,500	Mar-28
General 2010/11	1,139,882	Mar-28
General 2011/12	2,421,073	Jun-32
General 2012/13	1,406,321	Dec-32
Warwick Sewerage Treatment Plant	111,956	Jun-26
Allora Water Main	2,695,757	Mar-34
Total Loan Balance	<u>9,852,199</u>	

13.2 Renewal of lease - Allora Show Society incorporated - Lot 1 on Survey Plan 302786 and Lot 2 on CP889547

Document Information

 Southern Downs REGIONAL COUNCIL	Report To: Ordinary Council Meeting	
	Reporting Officer:	Meeting Date: 17 December 2025
	Land Management Officer Manager Governance	ECM Function No/s:

Recommendation

THAT Council :-

1. Pursuant to section 236(2) of the *Local Government Regulation 2012* (Regulation), resolve that the exception at section 236 (1)(c)(iii) of the Regulation applies to the disposal of interest in land at 228 New England highway, Allora described as Lot 1 on Survey Plan 302786 and Lot 2 on Crown Plan 889547, because it is for renewal of a lease to existing lessee, Allora Show Society Inc.
2. Approve a Ten (10) year lease to Allora Show Society Incorporated over Lot 1 on SP 302786 and Lot 2 on CP889547, in accordance with the *Local Government Regulation 2012*.
3. Grant delegated authority to Chief Executive Officer or delegated officer, to undertake lease negotiations with Allora Show Society Incorporated when the updated survey plans are received from SEQ water with regards to Lot 1 SP 302786.
4. Pursuant to section 257(1)(b) of the *Local Government Act 2009*, Council resolve to delegate to the Chief Executive Officer the power to take “contractual action” pursuant to section 238 of the Regulation, to implement Council’s decision.

REPORT

Background

This report seeks Council’s resolution to grant an exception from the auction/tender process under Section 236 of the Regulation to dispose of land (via Lease) by entering in a direct lease with Allora Show Society Incorporated for the purpose of a Lease renewal.

Allora Show Society Inc have a current lease over Lot 2 on CP889547, which is valid till 2028. A new renewal lease will be drafted for Lot 1 on SP302786. The club has maintained continuous use of both these sites over this period of time.

Report

Allora Show Society Incorporated, has developed a plan to construct an equestrian venue of a standard to be a training venue/base in the lead-up to the Olympic Games in Brisbane. As part of their bid for grant funding to construct the venue, the Society needs a valid lease for the above-mentioned Lots. This venue will be a major attraction for the region.

Part of an area on Lot 1 on SP 302786 has also been identified under the Toowoomba to Warwick Pipeline (T2W) project as a site needed for the project. Seqwater is undertaking survey plan works for this site to mark the area needed by them.

It is proposed that once the survey plan is completed and received by council, officers will carry out the drafting of the new lease for Lot 1 on SP 302786, to take into account the amendments to the land area. The new leases will then be drafted for both the parcels of land to be in sync with their renewal and expiry. This proposed action is addressed via recommendations three (3).

Conclusion/Summary

Allora Show Society Incorporated have heavily invested in this site with improvements to land and infrastructure and are seeking assurance in the form of a renewed lease for both these parcels of land.

FINANCIAL IMPLICATIONS

Minimum financial implication to Council as the costs associated with the registration of lease and any development application fees are covered by the Lessee.

The current rental amount paid by the Lessee to Council for the year is \$250.

SEQ water will bear the costs of the boundary survey and realignment associated with their acquisition of part of Lot 1 on SP302786.

RISK AND OPPORTUNITY

Risk

No risk has been identified with approving the recommendation. However, if the recommendation is not approved, there is a risk to the Show Society's ability to plan and construct an equestrian venue and participate in the 2032 Olympic Games.

Opportunity

To encourage the growth in our community by enabling a community organisation to expand.

COMMUNITY ENGAGEMENT

Internal Consultation

Councillor Information Session 03 December 2025

External Consultation

Allora Show Society

If is understood that Seqwater have engaged with the Allora Show Society regarding the alignment of the Toowoomba to Warwick pipeline.

LEGAL / POLICY

Legislation / Local Law

Local Government Regulation 2012

Land Act 1994

Land Title Act 1994

Land Title Practice Manual

Human Rights Policy PL-CS093

Queensland Human Rights Act 2019

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

Outcome: 1.3 Communities are active, healthy and celebrate cultural diversity.

Objective: 1.3.2 Partner with sport and recreation stakeholders to encourage active lifestyles.

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

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

Policy / Strategy

Council Tenure Policy (PL-RP001)

Legal

There appears to be no legal issues associated with this report.

HUMAN RIGHTS

A Human Rights assessment has been undertaken. It is considered that the subject matter does not conflict with any human rights issues and supports the fundamental rights listed in Councils Human Rights Policy (PL-CS093).

ATTACHMENTS

Nil

14. INFRASTRUCTURE, ASSETS AND PROJECTS REPORTS

14.1 Works for Queensland Funding Program 2024-27 (Amendment 2025)

Document Information

 Southern Downs REGIONAL COUNCIL	Report To: Ordinary Council Meeting	
	Reporting Officer: Grants Officer	Meeting Date: 17 December 2025 ECM Function No/s:

Recommendation

THAT Council submit the following amended list of projects to the Department of Housing, Local Government, Planning and Public Works for assessment and approval from Council's \$4,580,000 allocation under the 2024-27 Works for Queensland program:

1. Warwick Water Treatment Plant (WTP) Distribution Centre - \$175,000
2. Safe City Project – CCTV renewal program - \$300,000
3. Palmerin Street Leslie Park Footpath - \$100,000
4. Allora Community Precinct – Redevelopment and enhancement - \$600,000
5. Energy Audit Initiatives – Energy efficiency upgrades - \$130,000
6. Warwick Saleyards – Redevelopment Stage 3 and 4 - \$795,000
7. WIRAC Project – Priority works from Condition Assessment Report - \$2,100,000
8. Waste Options Master Plan - \$200,000
9. Infill Development with Warwick and Stanthorpe – \$80,000
10. Waste Reduction and Recycling Plan - \$100,000

REPORT

Report

At the Ordinary Council meeting of 18 December 2024, Council resolved for agenda item 13.4 Works for Queensland Funding Program, Council to submit the following projects to the Department of Housing, Local Government, Planning and Public Works for assessment and approval from Council's \$4,580,000 allocation under the 2024-27 Works for Queensland program:

1. Warwick Water Treatment Plant (WTP) Distribution Centre - \$175,000
2. Safe City Project – CCTV renewal program - \$300,000
3. Palmerin Street Leslie Park Footpath - \$100,000
4. Allora Community Precinct – Redevelopment and enhancement - \$600,000
5. Leslie Park, Warwick irrigation system replacement - \$100,000
6. Energy Audit Initiatives – Energy efficiency upgrades - \$130,000
7. Warwick Saleyards – Redevelopment Stage 3 and 4 - \$795,000
8. WIRAC Project – Priority works from Condition Assessment Report - \$2,000,000
9. Waste Options Master Plan - \$200,000
10. Infill Development with Warwick and Stanthorpe – \$80,000
11. Waste Reduction and Recycling Plan - \$100,000

On 3 January 2025, Council was informed by the Department that the list as tabled had been approved.

However, as Leslie Park is 'heritage listed' and Council is yet to develop a Conservation Management Plan, the project manager has advised that the original scope is unlikely to be approved or appropriate within the required timeline. The Works for Queensland Program does not allow the introduction of new projects once the program has commenced, only the reallocation of funds to existing projects.

As a result, the following amended list has been put forward, which indicates the changes proposed, with those projects highlighted in green proposed to be amended.

Project Name	Original Estimated Cost	Estimated Change	Proposed Final Estimate
Warwick Water Treatment Plant (WTP) Distribution Centre	\$125,000	\$0	\$175,000
Safe City Project – CCTV renewal program	\$300,000	\$0	\$300,000
Palmerin Street Leslie Park Footpath	\$100,000	\$0	\$100,000
Allora Community Precinct – Redevelopment and enhancement	\$600,000	\$0	\$600,000
Leslie Park, Warwick irrigation system replacement	\$100,000	-\$100,000	\$0
Energy Audit Initiatives – Energy efficiency upgrades	\$130,000	\$0	\$130,000
Warwick Saleyards – Redevelopment Stage 3 and 4	\$795,000	\$0	\$795,000
WIRAC Project – Priority works from Condition Assessment Report	\$2,000,000	+\$100,000	\$2,100,000
Waste Options Master Plan	\$200,000	\$0	\$200,000
Infill Development with Warwick and Stanthorpe	\$80,000	\$0	\$80,000
Waste Reduction and Recycling Plan	\$100,000	\$0	\$100,000
Total	\$4,585,000		\$4,580,000

FINANCIAL IMPLICATIONS

Council may choose to, but is not obligated to, contribute to the cost of projects under 2024-27 W4Q.

RISK AND OPPORTUNITY

Risk

There is always a risk that due to unforeseen circumstances some projects may run over program due to resourcing issues, however, due to the extended project completion date this risk is minimal. If this recommendation is not approved there is the risk that the funds would need to be returned to the Department.

Opportunity

Undertake additional required projects outside the Council's existing budget.

Ability to continue to engage and have positive external stakeholder engagement with the State Government administrating the grant program, demonstrating the Council's capabilities of completing projects.

COMMUNITY ENGAGEMENT

Internal Consultation

CEO, Directors and relevant Managers have been contacted to provide the list of projects as well as assisting with determining the best fit projects for recommendation to Council at the Councillor Information Session on 03.12.2025.

External Consultation

Correspondence received from community members regarding some of these projects over a period of time demonstrates the need for these projects.

LEGAL / POLICY

Legislation / Local Law

All projects must be completed in accordance with applicable laws, including normal procurement practices.

Corporate Plan

Goal 1 Our People

Outcome: 1.3 Communities are active, healthy and celebrate cultural diversity.

Objective: 1.3.3 Plan and provide facilities and programs that enable participation in sport, recreation and cultural and community activity.

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

Nil

Legal

There appears to be no legal issues associated with this report

HUMAN RIGHTS

A Human Rights assessment has been undertaken, no impact found.

ATTACHMENTS

Nil

14.2 Traffic Calming Petition - Myall Avenue, Warwick

Document Information

 Southern Downs REGIONAL COUNCIL	Report To: Ordinary Council Meeting		
	Reporting Officer:	Meeting Date:	17 December 2025
	Manager Works Acting Manager Works	ECM Function No/s:	

Recommendation

THAT Council:

1. Notes the Petition received, that was properly made, requesting traffic calming measures along Myall Avenue between New England Highway and Locke Street.
2. Notes Council Engineering team have completed an investigation of the request.
3. Endorse that no new or upgraded treatments are required at present as part of the outcome from the investigation.

REPORT

Background

Council formally received the properly made petition on the 25 September, 2025 requesting *Council investigate and implement appropriate traffic calming measures (such as speed bumps, speed cushion or other effective solutions on Myall Avenue Warwick. Concerns have been raised about vehicles frequently traveling at unsafe speeds along this street creating risks for children, pedestrians, cyclists and local residents. Introducing traffic control measures would help improve safety and preserve the residential character of the area.*

The area of concern was between New England Highway and Locke Street. Council's officers have undertaken an assessment of historical and current behaviours on this street to inform this report.

Report

Myall Avenue is an urban access sealed laneway, 5.5m wide, with a posted speed limit of 50km/hr. There are approximately 59 properties fronting Myall Avenue between New England Highway and Locke St.

A traffic count was undertaken along Myall Avenue to understand speed and traffic characteristics, with counters installed mid-block between the New England Highway and Pratten Street and another counter between Pratten Street and Locke Street as shown in Figure 1.

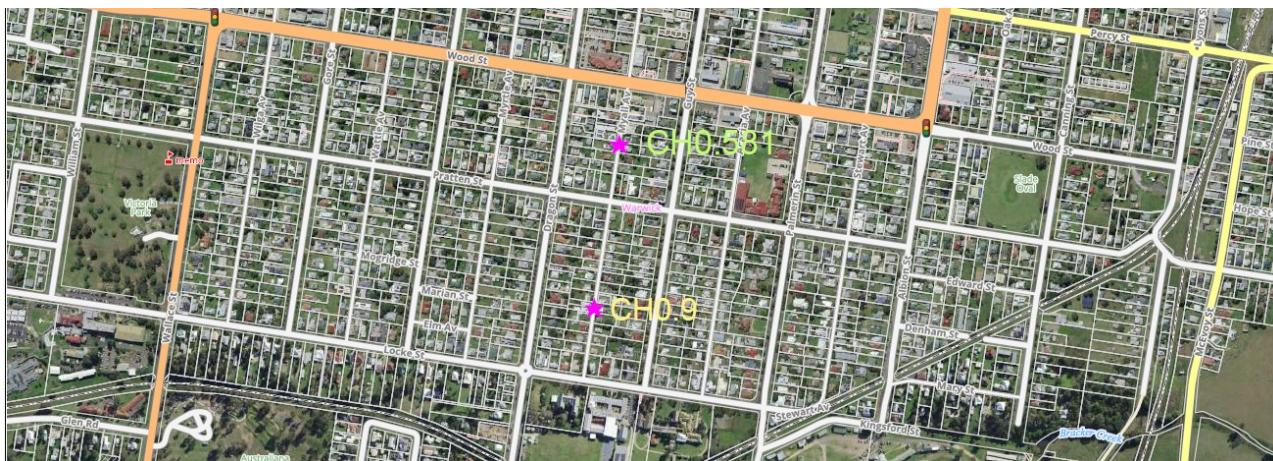


Figure 1 – Locations of Traffic Counters

A traffic count analysis is provided in the table below.

Criteria	CH0.581 (between New England Highway and Pratten St)	CH 0.9 (between Pratten St and Locke St)
Date of Count	26 th August 2025 to 23 rd September 2025 (28 days)	4 th September 2025 to 23 rd September 2025 (19 days)
Traffic Density	120vpd	62vpd
Total Light Vehicle (LV)	3,018 (89.2%)	1,122 (95.5%)
Total Heavy Vehicles (HV)	367 (10.8%)	53 (4.5%)
Posted Speed Limit	50km/hr	50km/hr
85th Percentile Speed	34.95km/hr	36.38km/hr
# Vehicles Exceeding Posted Speed Limit	8 in 28 days.	2 in 19 days.

Table 1 – Traffic Count Analysis

A review of the crash history since 2019 identified two (2) accidents along this stretch of road. One related to a failure to obey a stop sign and other violations at the intersection with Wood Street in 2020. The second related to driver error in 2023. Speed was not identified in these incidents as a contributing factor.

Engineering officers have also observed the site at various times during the day including school drop off and pick up times to identify how the street was being used.

The findings of this study indicate:

- Traffic Density and characteristics are consistent with the Austroads Guide to Traffic Management Part 8 *Local Area Traffic Management*.
- There are no clear indication of motorists using Myall Avenue as a shortcut – peak hour traffic consistent with overall traffic density.
 - Northbound peak AM – 12vpd
 - Southbound peak AM – 9vpd

- Northbound peak PM – 4vpd
- Southbound peak PM – 7vpd
- Speed records from the placement of traffic counters indicates most vehicles are well under the posted speed limit.
- Records of traffic incidents from Oct 2019 to Oct 2024 indicate contributing factors other than speed.
- Minimal pedestrian activity was observed.

Conclusion/Summary

Based on the evidence collected via the traffic counters, field observations and engineering assessment, there is no clear indication of a current significant speeding problem in Myall Avenue. The existing controls along Myall Avenue are considered at present adequate as evidenced from the lack of reportable traffic incidents. Thus, no new or upgraded treatments are recommended based on this assessment.

Officers will contact the lead petitioner and explain the findings after Councils consideration of this report.

FINANCIAL IMPLICATIONS

Nil

RISK AND OPPORTUNITY

Risk

STR03 Community Feedback - Council not implementing processes which obtain community feedback resulting in an impact on delivery of services or development of new services.

Community members are requesting a solution to introduce traffic calming measures along Myall Avenue.

Councils Engineering team have completed an assessment indicating current traffic density and characteristics are consistent with guidelines.

Opportunity

This project will assess road safety for residents and general traffic.

COMMUNITY ENGAGEMENT

Internal Consultation

The traffic assessment has been discussed with Manager Planning & Development and within the Works Department.

Community Information Session 19th November 2025

External Consultation

Council Principal Engineer James Varughese contacted the lead petitioner on 29th August 2025 advising the requirements of completing an engineering assessment.

The lead petitioner was contacted again on Thursday 13th November 2025 and advised the assessment was complete. The petitioner was advised the assessment indicated no warrants of traffic calming measures and a Council report was being formulated advising the findings.

LEGAL / POLICY

Legislation / Local Law

Council is the local road authority under S60 of the Local Government Act.

Corporate Plan

Goal 1 Our People

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

Objective: 1.1.2 Implement effective and genuine community consultation processes that enable participation, engagement and collaboration.

Goal 4 Our Performance

Outcome: 4.1 Our customers want to do business with us.

Objective: 4.1.2 Embed a culture of continuous improvement focusing on creating value through innovation and technological advancement, reducing waste and improving efficiency.

4.1.3 We “get stuff done” and are solution seekers.

Policy / Strategy

Nil

Legal

There appears to be no legal issues associated with this report.

HUMAN RIGHTS

A Human Rights assessment has been undertaken. No impact was found.

ATTACHMENTS

Nil

14.3 PIN for Contravention of Sec.193 of Water Supply (Safety & Reliability Act (2008)

Document Information

 Southern Downs REGIONAL COUNCIL	Report To: Ordinary Council Meeting	
	Reporting Officer:	Meeting Date: 17 December 2025
	Manager Water	ECM Function No/s:

Recommendation

THAT Council approve penalty infringement notices if required, to be issued for contraventions of s 193 of the *Water Supply (Safety and Reliability) Act 2008*, namely discharging particular substances.

REPORT

Background

Southern Downs Regional Council (SDRC) is a registered water service provider, supplying water and sewerage services to the community of Southern Downs.

The legislation governing the supply of these services is the *Water Supply (Safety and Reliability) Act 2008*. This legislation enables the water service provider to impose penalties on users for certain actions that contravene the legislation.

Report

SDRC operates wastewater treatment plants in Warwick and Stanthorpe, accepting wastewater from business and residential customers. The treatment plants also have a septic receival point for discharge of septic waste collected from customers whose wastewater is collected in septic systems or onsite waste water treatment facilities.

There have been numerous incidences of discharge of prohibited substances into the inlet of the treatment plant and throughout the network via trade waste discharges. These prohibited substances can damage pumps and pipe and impact the biological treatment processes by delivering a toxic shock to the bacteria digesting the waste. Depending on the nature of the substance discharged, it can also present a hazard to the treatment plant operators on site.

Most recently, a large volume of wood shavings from a campground composting toilet was discharged into the septic receival point at Warwick wastewater treatment plant. Unfortunately, it was discharged out of operational hours and was automatically transferred into the inlet where the shavings blinded the screen, causing an overflow at the inlet. Staff had to attend the plant to resolve the blockage and to manually remove the shavings from the inlet. Fortunately, on this occasion, raw sewage was prevented from leaving the treatment plant. This is the second time the waste transport operator has discharged composting toilet waste at the septic receival point, despite having been advised that it is a prohibited substance and will not be accepted.

SDRC does not currently have the ability to promptly fine users who choose to contravene the legislation and this should be remedied to allow officers to issue penalty infringement notices (PIN). The relevant section of the legislation also allows for PIN to be issued for unlawful discharge of

trade waste, storm water and water from swimming pools and ponds into the sewerage infrastructure.

The creation of a PIN for all the above infringements is a beneficial way to promote compliance with SDRC Trade Waste Management Policy and Plan and care for waterways. Following approval of this PIN, a request for a new offence code will be issued to State Penalties Enforcement Registry (SPER).

The current PIN values are penalty units set out in the State Penalties Enforcement Regulation 2014 for each piece of legislations. Currently penalties will range from \$166.90 to \$3,338.

Conclusion/Summary

These infringement notices are required to allow Council to promptly issue fines if required in the future to act as a deterrent, encourage compliance and protect our infrastructure, treatment plants and operators.

FINANCIAL IMPLICATIONS

Importantly, the introduction of a PIN will reduce the likelihood of significant cost of damaged infrastructure, potential sewage overflows and the interruption to sewage treatment processes caused by toxic shock.

RISK AND OPPORTUNITY

Risk

Expensive damage to infrastructure caused by inappropriate substances running through pumps and pipes. Toxic shock to bacteria, requiring re-seeding of the plant and interruption to treatment processes whilst bacteria population re-grows.

Opportunity

Allows Council to issue instant fines if required to discourage non-compliance with the legislation. Reducing the risk of an overflow from the treatment plants, which could lead to compliance action against SDRC for releasing raw sewage into rivers.

Protection of infrastructure, operators and processes by reducing the non-compliances.

COMMUNITY ENGAGEMENT

Internal Consultation

Manager Governance
Council Information Session – 26 November 2025

External Consultation

Nil

LEGAL / POLICY

Legislation / Local Law

These illegal acts are covered under the Water Supply (Safety & Reliability) Act 2008

Infringement are covered under the State Penalties Enforcement Act 1999 and State Penalties Enforcement Regulation 2014.

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

Wastewater Infrastructure Policy

Legal

The legal issue relevant to this report is the requirement for council to register these infringements with SPER.

HUMAN RIGHTS

A Human Rights assessment has been undertaken. No impact found

ATTACHMENTS

Nil

15. COMMUNITIES, PLANNING AND ENVIRONMENTAL SERVICES REPORTS

15.1 Material Change of Use - Eloise A Handley and Ronald A Perquin, 8 Purdon Court, Sladevale

Document Information

 Southern Downs REGIONAL COUNCIL	Report To: Ordinary Council Meeting	
	Reporting Officer: Manager Planning and Development	Meeting Date: 17 December 2025 ECM Function No/s: MCU\02699

APPLICANT:	Ronald A Perquin & Eloise A Handley
OWNER:	Eloise A Handley & Ronald A Perquin
ADDRESS:	8 Purdon Court, Sladevale
RPD:	Lot 4 SP344013
ASSESSMENT AGAINST:	Southern Downs Planning Scheme, v5
ZONE:	Rural (Basalt Uplands precinct)
PROPOSAL:	Dual occupancy (Two storey Dwelling house and Pool House)
LEVEL OF ASSESSMENT:	Impact
SUBMITTERS:	One submission
REFERRALS:	Not Applicable
CIS DATE:	3 December 2025
FILE NUMBER:	MCU\02699

RECOMMENDATION SUMMARY

THAT the application for Material Change of Use, for the purpose of Dual occupancy (Two storey Dwelling house and Pool house) on land at 8 Purdon Court, Sladevale, described as Lot 4 on SP344013, be approved subject to conditions.

REPORT

The applicant seeks to establish a Dual occupancy (Two storey Dwelling house and Pool house) on the land. The proposal also includes a pool and garage. The subject site is 4,105 square metres, located within the Rural zone to the north-east of the Warwick Central Business District.

The site is currently vacant and contains a connection to the reticulated water supply, underground electricity and telecommunications. Access to the site is gained via Purdon Court, which is a sealed road with kerb and channel.

As noted later in this report, despite being located in the Rural zone, the site and locality exhibits a Rural residential character due to the pattern of rural residential development to the west, smaller lot size and availability of infrastructure connections and servicing.



Figure 1: Site aerial



Figure 2: Site locality

Background

The subject site was created through the Development Permit for Reconfiguring a Lot (Subdivision of one lots into five lots) issued by Council on 18 December 2019 (Ref: RC\01743).

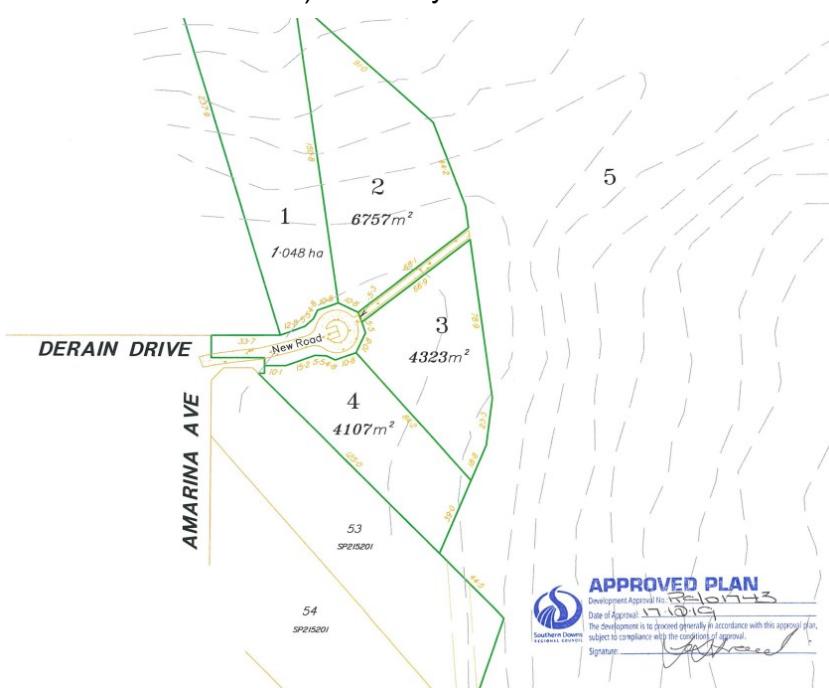


Figure 3: Approved Plan RC\01743

The statement of reasons for the approval considered that:

- The completion of the five lots at the location will effectively punctuate and end the street and development of the site; and
- The zoning of rural on this specific location may be viewed as incompatible with the immediately adjoining lots which are rural residential.

Furthermore, it is noted Condition 3 of the approval required the establishment of a 10 metre wide covenant for a firebreak on the eastern boundary of the site.

Proposal

The applicant seeks to establish a Dual occupancy (Two storey Dwelling house and Pool house) on the land. The proposal also includes a pool and garage. The primary Dwelling house consists of five bedrooms across two floors, three bathrooms (including an ensuite), a study, sitting room, formal dining room, laundry room and an open plan kitchen-living-dining area. The living space opens up to a large outdoor alfresco area. The gross floor area is 310 square metres with an additional 38 square metres for the porch and alfresco. The primary Dwelling house has a maximum building height of 9.15 metres above natural ground level. The proposal is setback 5.5 metres to outer most projection from the property frontage and 61 metres to the rear boundary. The east side boundary has a minimum setback of 1.9 metres to outer most projection. The west side boundary is located 18.9 metres from the primary Dwelling house and 9.4 metres to outer most projection from the garage.

The pool house (and proposed second Dwelling house) consists of a bedroom, bathroom, rumpus room, and an open plan kitchen-living-dinning area. The living space opens up to an alfresco area which overlooks the pool. The gross floor area of the pool house is 88 square metres with an additional 32 square metres for the porch and alfresco area. The pool house is at the rear of the development setback 26.7 metres from the primary Dwelling house. The pool house has a minimum setback of 7.3 metres to the western side boundary and 19.3 metres to the eastern side boundary. The setback to the rear boundary is approximately 46.1 metres.

The development will be staged with the pool house and pool being constructed first and used as the main residence while the primary Dwelling house is being constructed. Both Dwelling houses will be connected to all available infrastructure (water, electricity, telecommunications), an onsite waste-water disposal system is included to manage sewage. Both Dwelling houses will be accessed by the single proposed crossover onto Purdon Court.

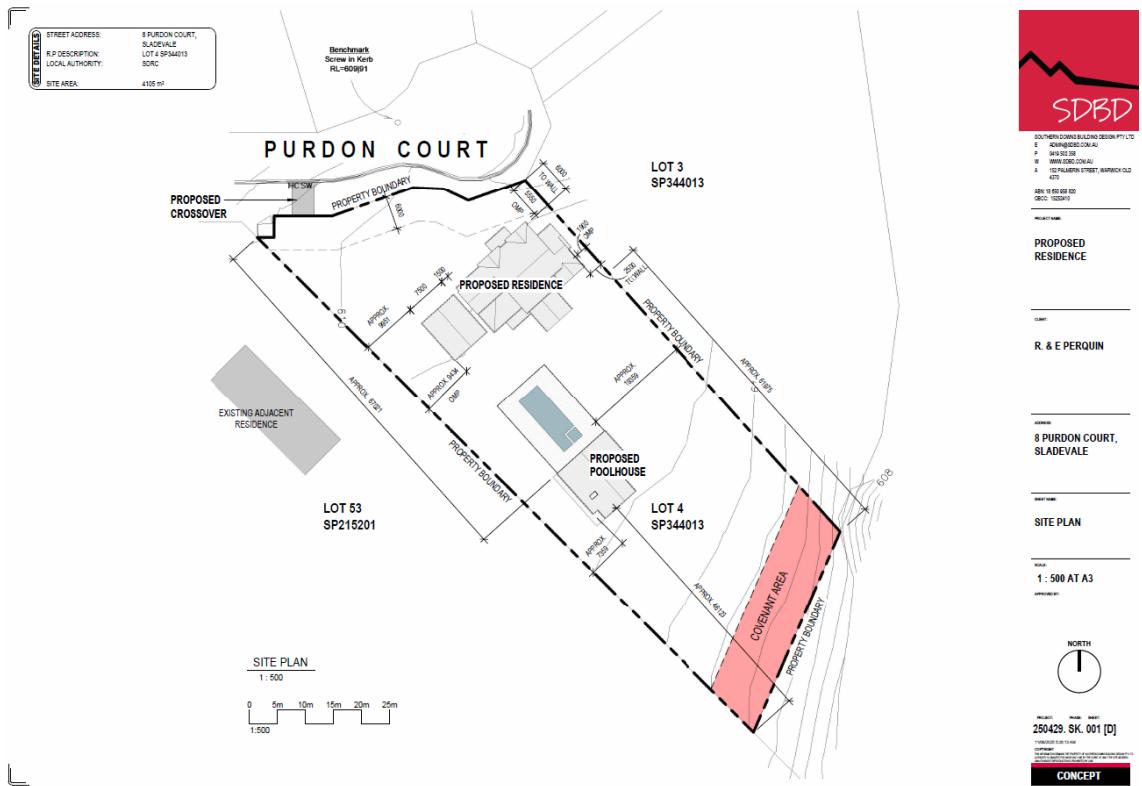


Figure 4: Proposed Site Plan

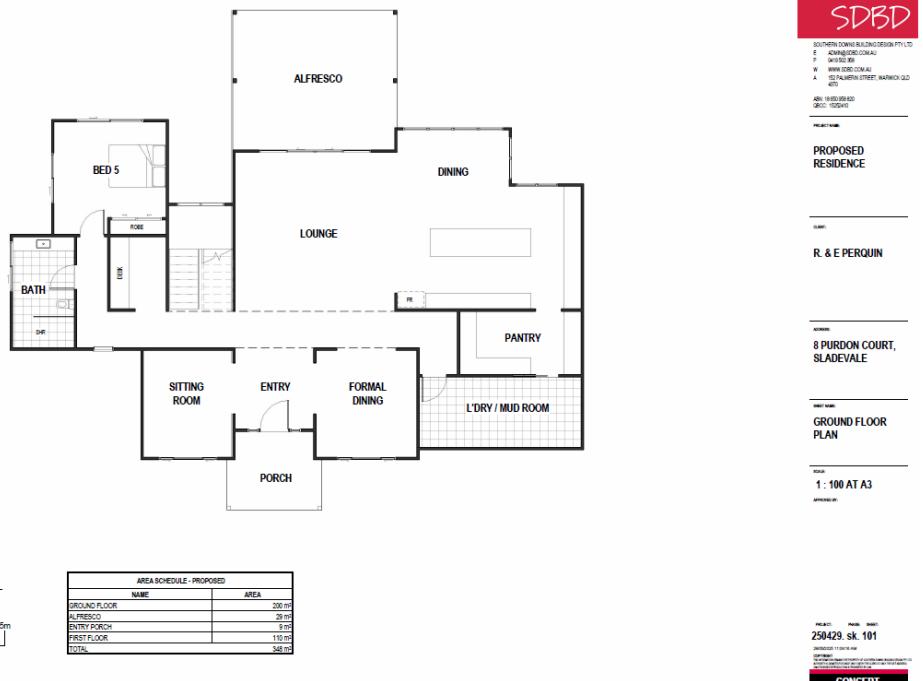


Figure 5: Ground Floor Plan Primary Dwelling house

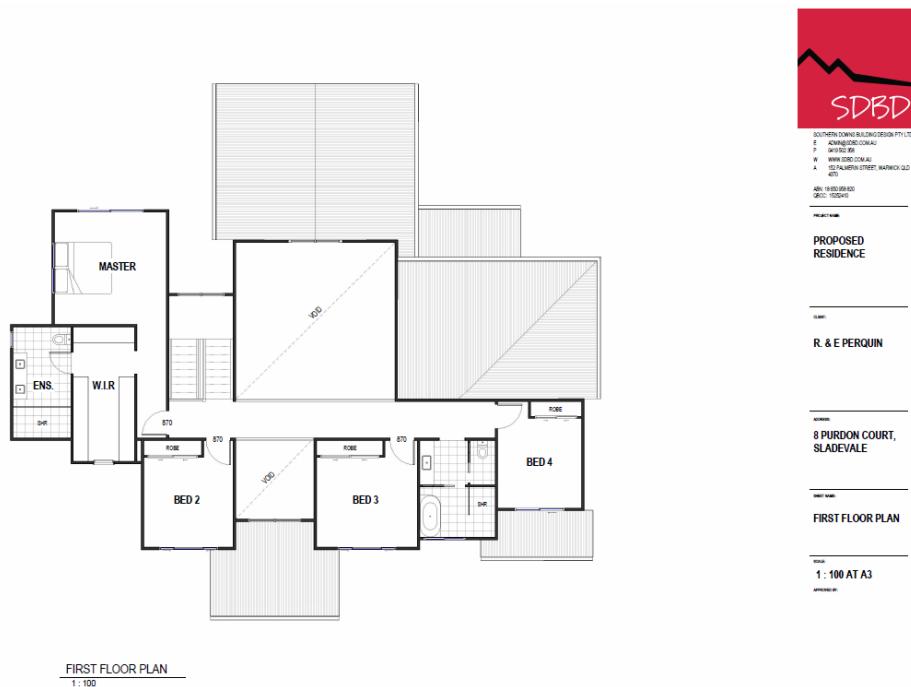


Figure 6: First Floor Plan Primary Dwelling house

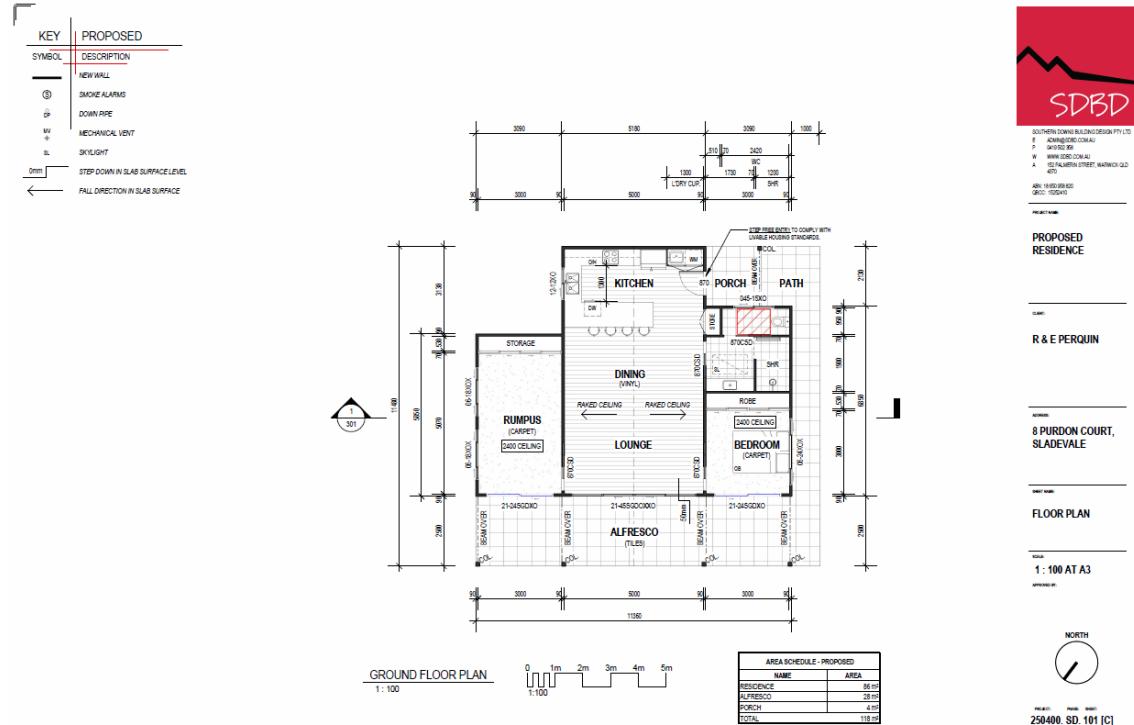


Figure 7: Pool House Floor Plan

Public Notification

Public notification for this development was undertaken for 15 business days from 2 October to 24 October 2025. The following actions were undertaken:

- A notice was published in the Town and Country Journal (Warwick) newspaper on 2 October 2025.

- Notices were placed on the land from 2 October until 24 October 2025.
- A notice was given to the owners of all land adjoining the land on 29 September 2025.

Compliance with the notification process has been achieved. One properly made submission was received during the public notification period.

Submissions

Matters raised in submissions	Response
Incompatibility with Neighbourhood Character and Amenity	The proposed development consists of a two-storey building at the front of the property and a single storey building at the rear of the property hidden from the street by the larger building. While many of the nearby properties are single storey there are other two storey Dwelling houses in Sladevale and the surrounding area. The Dwelling house is setback from the boundaries in a similar manner to the surrounding rural residential developments, maintaining consistency with the established character.
Overdevelopment and Building Scale	As above, the proposed development maintains the established character of the area. The proposed development complies with maximum site coverage requirements and adequate open space is provided for drainage and preserving visual amenity.
Traffic, Access and Parking	The proposed development will not increase traffic or vehicle movements more than a regular Dwelling house. The site will be predominantly accessed by the residents and potential visitors.
Privacy, Overlooking and overshadowing	The Dwelling house is adequately setback from the existing Dwelling house on the adjoining property to ensure overlooking and privacy concerns are minimal. The proposed development will not cause overshadowing or reduce solar access for neighbouring properties.
Noise, Use Intensity and Residential Disturbance	While the term 'pool house' has been used throughout the application and report it does not refer to a building for gatherings and entertainment and instead will function as a standard Dwelling house while the main Dwelling house on the lot is constructed. The proposed development will not result in increased noise levels above those expected for standard Dwelling houses.
Environmental, Stormwater, Vegetation and Drainage Impacts	Conditions can be applied to ensure the proposed development does not result in adverse impacts to adjoining properties through stormwater runoff. The site is currently clear of vegetation so no vegetation loss will occur.
Non-Compliance with Planning Scheme Standards	The proposed development complies with all Performance outcomes of the Southern Downs Planning Scheme as demonstrated in this report.

Assessment against the Planning Scheme

Benchmarks applying to the development

Benchmarks applying to the development
<p>The following codes of the Southern Downs Planning Scheme are benchmarks applying to the development:</p> <ul style="list-style-type: none"> – 6.2.10 Rural zone code – 8.2.3 Bushfire hazard overlay code – 9.3.7 Residential uses code – 9.4.6 Physical infrastructure code <p>The proposed development complies with all Acceptable outcomes of the relevant codes, except those addressed below.</p>

Rural zone code

AO1 No acceptable outcome identified.

PO1 *The rural or natural environment character of the land is retained. Uses established in the Rural zone do not conflict with rural land uses or the natural, scenic and community values of the area. No development is to proceed within the area defined as the proposed Emu Swamp Dam.*

The site is currently vacant and features rural residential Dwelling houses to the west. No rural land uses occur on the site or immediately surrounding the site to the south or east. Therefore, it is considered that the proposal will not conflict with rural land uses or the natural, scenic and community values of the area. Accordingly, compliance with the Performance outcome is achieved.

AO2 No acceptable outcome identified.

Note: One way an applicant may demonstrate compliance with this performance outcome is to provide a buffer that meets the design criteria contained in PO9 of the Landscaping code.

PO2 Rural activity on land is protected from conflict with other uses that are not rural uses.

The site is adjoined to the north, east and west by residential Dwelling houses. To the south is Rural zoned land but there is a large area of Regulated Vegetation which separates the land from any potential rural activities and rural activities do not currently occur in this direction. The development is sufficiently setback to protect from future potential conflict and complies with the Performance outcome.

AO8 In partial fulfilment of this PO –

- (a) *All new industrial buildings are set back at least 100 m from the Cunningham Highway and New England Highway and 60 m from all other roads.*
- (b) *All other buildings are located at least 20 metres from any sealed road and at least 60 metres from any gravel road.*

PO8 *Development is sensitive and responsive to the scenic amenity of the area. The appearance and siting of buildings, other structures, carparking areas or signage is compatible with the scenic character of the area, particularly when viewed from roads. The development is sensitive to the design of any nearby structures and is respectful and sympathetic to any Local heritage place.*

The proposed primary residence is setback a minimum of 5.5 metres to the outer most projection and 6 metres to the wall from Purdon Court which is caused by the irregular truncation of the land to accommodate the cul-de-sac. The pool house is setback greater than 20 metres from Purdon Court. Accordingly, the proposal must be assessed against the Performance outcome.

The largest setback from the Dwelling house to Purdon Court is over 19 metres, refer to Figure 8. The majority of the Dwelling house is setback consistent with existing Dwelling houses to the west. While the proposed development does not meet the setbacks in AO8 it does comply with PO8 by aligning with the established appearance and siting of building to the west. When viewed from the road the proposed development will appear complementary to the adjoining Dwelling houses on Derain Drive. Accordingly, compliance with the Performance outcome is achieved.

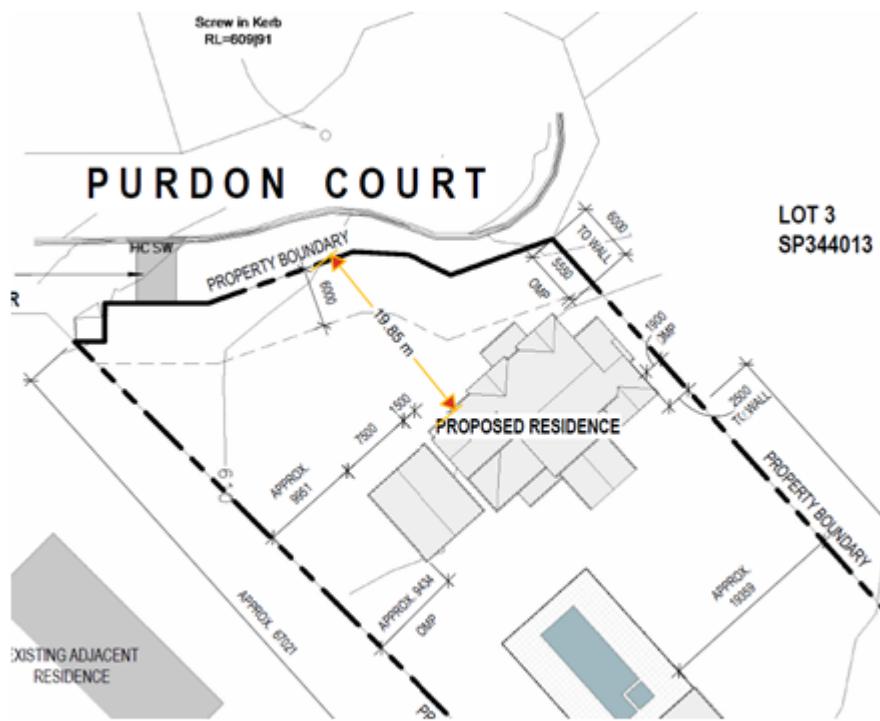


Figure 8: Setback from Purdon Court

Bushfire hazard overlay code

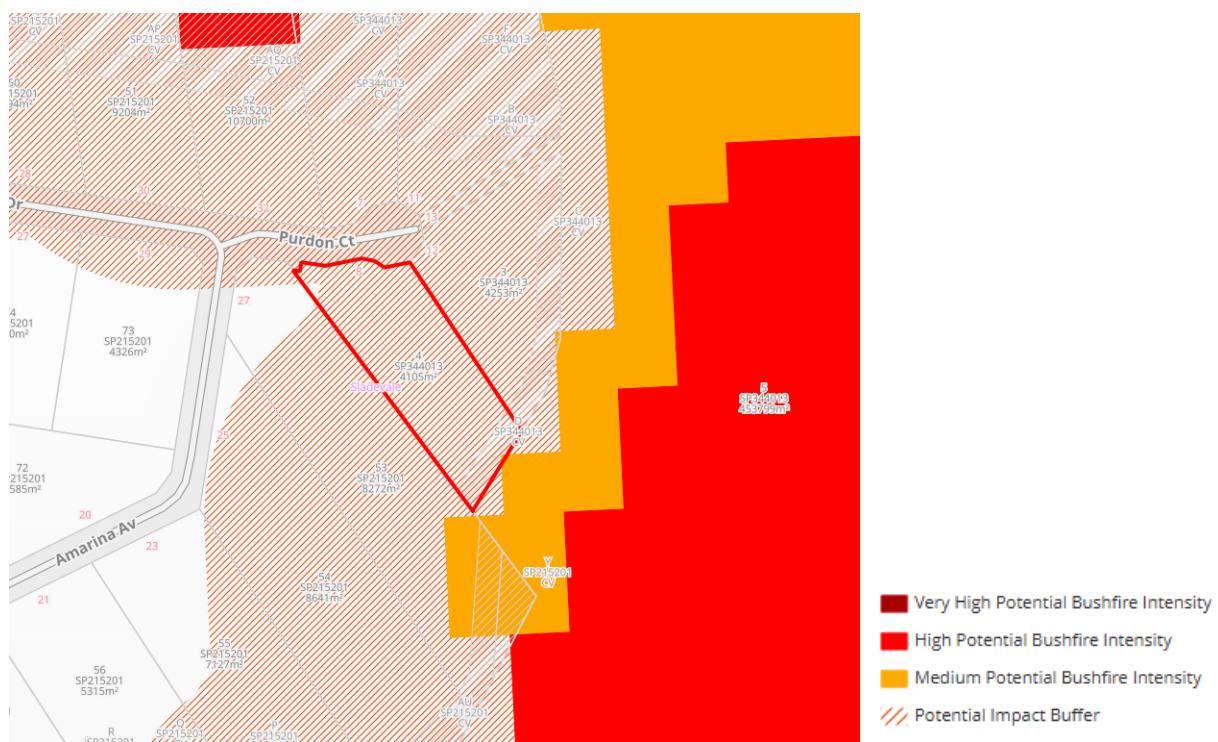


Figure 9: Bushfire hazard overlay

The proposal is located within the Potential impact buffer of the Bushfire hazard overlay. The proposal will be connected to the reticulated water supply, have direct access to a sealed road and is benefitted by a firebreak covenant along the rear of the property boundary. Furthermore, the

proposal is sited on the area of lowest hazard available on the lot. Therefore, the risk to people and property is minimised. Accordingly, compliance with the Code is achieved.

Residential uses code

AO5 All Caretaker's accommodation, Dwelling house houses and Dual occupancy (when located on a different lot to the Extractive industry or Abattoir) are separated from:

(a) an existing or approved Extractive industry by at least:

- (i) 1,000 m from a hard rock quarry, a gravel quarry, or any extractive industry involving screening, crushing or blasting activities, including any area used by associated machinery or processing equipment;**
- (ii) 500 m from an extractive industry not involving screening, crushing or blasting activities including a sand pit, decomposed granite quarry or similar extractive industry, including an area used by associated equipment.**

(b) an existing or approved Abattoir by at least 500 m.

The proposal is located approximately 800 metres from the gravel reserve situated at Lot 650 D361420, which does not involve screening, crushing or blasting. Therefore, compliance with AO5 is achieved.

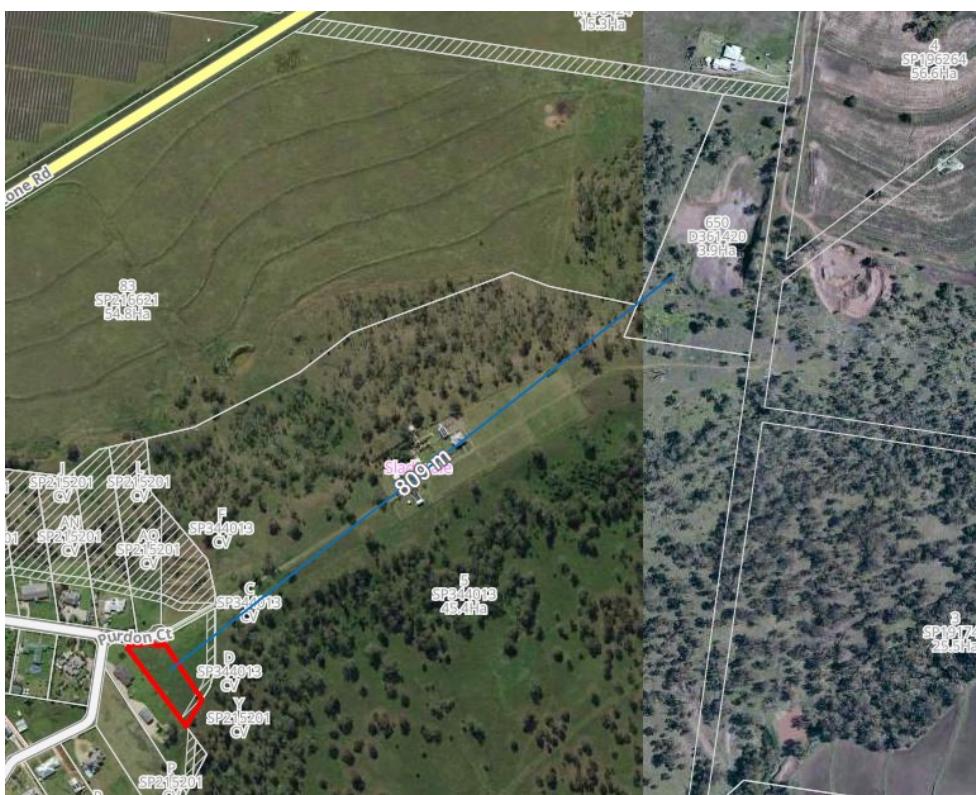


Figure 10: Distance from gravel reserve

AO9

- (a) The Caretaker's accommodation, Dwelling house or Dual occupancy is located on a lot with an area of at least 4,000 m²; and**
- (b) The Caretaker's accommodation, Dwelling houses or Dual occupancy (excluding any ancillary outbuildings) is setback a minimum of 60 m from side and rear lot boundaries.**

PO9 Caretaker's accommodation, Dwelling houses and Dual occupancy are located, designed and constructed to minimise the potential for conflict with existing or potential uses on adjoining land. This includes the potential of odour, spray drift, noise and dust associated with horticulture.

The proposal is on a lot of over 4,000 square metres; however, the Dwelling houses are not setback more than 60 metres from the side and rear boundaries. While the proposed development

does not comply with AO9 it does comply with the requirements of PO9. The site is approximately 40 metres wide at the widest point and therefore no development would be able to comply with the 60 metre setbacks. The rural lots to the east and south are not being used for an incompatible land use and therefore will not create a conflict with the proposed development. Accordingly, compliance with the Performance outcome is achieved.

Physical infrastructure code

The subject site is located in the Rural zone and will be provided with a connection to the reticulated water supply, a wastewater disposal system and electricity connection, in accordance with the relevant standards.

Conditions will also ensure access to the development is constructed to a suitable standard.

Infrastructure Charges

Charges Resolution (No. 4.2) 2023 commenced 13 December 2023.

Development Type	Network	Charge Rate	Proposed	Credit	Charge
Residential –Dual occupancy	Parks, Transport, Water and Stormwater	51% of \$21,500/Dwelling house unit	2 Dwelling houses @ \$21,930	1 Dwelling house @ \$10,965	\$10,965
TOTAL:					\$10,965

Office use only			
Network	Proportion of Charge	Charge/ Network	Receipt Code
Public Parks and land for community facilities	6%	\$1,290	RC243
Transport	12%	\$2,580	RC241
Water supply	28%	\$6,020	RC244
Sewerage	49%	NA	RC245
Stormwater	5%	\$1,075	RC242

In accordance with Section 122 of the *Planning Act 2016*, the infrastructure charge is payable when the change of use happens.

Recommendation

THAT the application for Material Change of Use, for the purpose of Dual occupancy (Two storey Dwelling house and Pool house) on land at 8 Purdon Court, Sladenvale, described as Lot 4 SP344013, be approved subject to the following conditions:

Schedule 1 - Southern Downs Regional Council Conditions

Approved Plans

1. The development of the site is to be generally in accordance with the following proposal plans submitted with the application, and subject to the final development being amended in accordance with the conditions of this approval.

Plan Name	Plan No.	Date
Proposed Site Plan	250429.SK.001	11/08/2025
Partial Site Plan	250429.SK.002	11/08/2025
Ground Floor Plan	250429.SK.101	28/05/2025
First Floor Plan	250429.SK.102	28/05/2025
Building Elevations	250429.SK.401	11/11/2025
Floor Plan (Pool House)	250400.SD.101	07/03/2025
Building Elevations (Pool House)	250400.SD.401	07/03/2025

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

Staging

3. The development may proceed in stages, provided that any road access and infrastructure services required to service a particular stage are constructed with that stage. Unless otherwise expressly stated, the conditions must be read as being applicable to all stages. The approval stages are as follows:

- Stage 1 – Pool house
- Stage 2 – Two storey Dwelling house house

The stages are not required to be undertaken in any chronological order.

Land Use and Planning Controls

4. This approval allows for the use of the site for the following uses only: Dual occupancy (Two storey Dwelling house house and Pool house)

Building and Site Design

5. To ensure privacy for adjoining residents, the window located on the eastern building elevation of the primary Dwelling house must either:

- (i) have a minimum window sill height of 1.5 metres above floor level; or
- (ii) be fitted with translucent glazing; or
- (iii) be fitted with a fixed external screen.

Amenity and Environmental Controls

6. During the construction phase of the development, all wastes must be separated into recyclables (where possible) and landfill wastes, and disposed of at an approved Waste Management Facility.

7. One set of wheelie bins (one general waste and one recycling bin) must be provided per household.

8. A sufficient number of suitable waste receptacles must be provided on site at all times. Waste receptacles must be regularly serviced to prevent unsightly accumulations of waste or environmental harm being caused.

9. All wastes are to be suitably collected and disposed of so as not to adversely impact on the environment.

Fencing, Landscaping and Buffers

10. All earthworks, including batters must be fully contained within the site.

11. Retaining structures and their foundations must be wholly contained within private allotments and not be constructed as Council owned infrastructure.

12. Landscaping is to be provided between the Purdon Court property boundary and the primary Dwelling house. The plants are to be generally frost resistant and drought hardy, and must not include weed species. Root barriers are to be installed around trees that are located within 3 metres of any underground infrastructure.

Car Parking and Vehicle Access

13. The proposed development is to be accessed via an approved, sealed vehicle crossover.

Note: approval for Minor Works – Works in a Road Reserve is required for any new access, or existing access that has not been previously approved.

14. The internal driveway to the proposed Dual occupancy must be able to provide road access with a minimum clearances of 3.0 metres wide and 3.0 metres high for safe passage of emergency vehicles.

15. All vehicular access to and from the site must be via Purdon Court only.

Roadworks

16. Any footpaths, kerbing and channelling, roadworks and drainage works damaged during construction of the development are to be reinstated to the pre-existing condition, unless otherwise required by the General Manager Infrastructure, Assets & Projects.

Stormwater Drainage

17. The proposed development must have a lawful point of discharge determined in accordance with the *Queensland Urban Drainage Manual* (QUDM). A stormwater management plan, including plans for any proposed stormwater infrastructure, may be required to demonstrate compliance with QUDM. Any required stormwater management plan must be prepared by a suitably qualified RPEQ and submitted for endorsement by Council prior to the commencement of the use.

For any proposed use where it cannot be satisfactorily demonstrated that storm-water associated with the use can be directed to the frontage kerb or alternative lawful point of discharge, an inter-allotment drainage system must be designed and constructed in accordance with QUDM.

Inter-allotment drainage systems and overland flow paths, including those affecting adjacent properties, must be wholly contained within easements. Easements are to have a minimum width of three (3) metres, and be provided to Council at no cost to Council.

Water Supply and Waste water

18. A reticulated water supply system, is to be provided to service the buildings. This system is to be connected to Council's water supply system.
19. All sewage generated from this property must be disposed of by means of an on-site sewage facility (OSSF) in accordance with the AS/NZS 1547:2012 - *On-site Domestic Wastewater Management, Queensland Plumbing and Wastewater Code* and the *Standard Plumbing and Drainage Regulation 2003*.

Electricity, Street Lighting and Telecommunications

20. Reticulated electricity connections must be provided to the proposed development to the standards of the relevant authorities.

Alternatively,

An adequate on-site energy supply with a system capacity of at least 6.5kWh/day and back up for at least 4 days. Fuel generators are not provided for required energy supply or required back up

21. In accordance with the Federal Government's National Broadband Network (NBN) initiatives, the Developer (at the Developer's expense) is to install telecommunications infrastructure, such as lead-in conduits (LIC) or a fibre ready pit and pipe network (including trenching and ducting, design and third party certification), to NBN Co's specifications, to allow for the installation of Fibre-to-the-Premises (FTTP) broadband services. Any fibre provider may be used, provided they meet NBN specifications and open access requirements. Ownership of the infrastructure is to be transferred to Telstra in exchange for the provision of fibre within that infrastructure network. Prior to commencement of the use, written advice is to be provided from Telstra that the telecommunications infrastructure network has been installed in accordance with NBN Co's specifications.

Infrastructure Charges Notice

22. Payment is to be made to Council in accordance with the Infrastructure Charges Notice attached to the decision notice. If the development is staged, the payment of Infrastructure Charges may also be staged. If payment is made more than two years after the date of the Infrastructure Charges Notice, the charge will increase in line with the Road and Bridge Construction Index for Queensland.

Advisory Notes

- (i) Unless otherwise stated, all conditions of this approval are to be complied with to the satisfaction of the General Manager Communities, Planning and Environmental Services, prior to the use commencing, and then compliance maintained at all times while the use continues.
- (ii) Any proposal to increase the scale or intensity of the use on the subject land, that is assessable development under the Planning Scheme, would be subject to a separate application for assessment in accordance with the *Planning Act 2016* and would have to comply with the requirements of the Planning Scheme.
- (iii) It is your responsibility to notify Council when a development, or part of, is nearing completion and ready for commencement of the use. The commencement of use is when the Infrastructure Charges associated with your development are to be paid, unless paid earlier.
- (iv) It is encouraged that you arrange for a free compliance inspection to be carried out prior to the use commencing. This will involve a physical inspection of the premises along with an internal audit of Council's records. Written advice will be provided for your records advising if compliance with the conditions has been achieved.
- (v) The General Environmental Duty under the *Environmental Protection Act 1994* prohibits unlawful environmental nuisance caused by noise, aerosols, particles dust, ash, fumes, light, odour or smoke, beyond the boundaries of the property during all stages of the development including earthworks, construction and operation.
- (vi) **Plumbing and Drainage Approval is to be obtained** in accordance with the *Plumbing and Drainage Act 2018* for the proposed plumbing and drainage works. The application for Plumbing and Drainage approval must be submitted to Council with the appropriate **forms, plans and fees** associated with this application. A **Certificate of Compliance must be issued** for the works prior to the use commencing.
- (vii) **Building Approval is to be obtained** for a Class 1a in accordance with the *Planning Act 2016* for the proposed building work. The building application must be submitted to a Building Certifier with the appropriate **forms, plans and fees** associated with this application. The building plans are to accord with the plans approved in this approval. The building is to be constructed in accordance with the Building Approval prior to the commencement of the use. **A Form 21 (Final Inspection Certificate) must be issued for the building works prior to the use commencing.**
- (viii) From 1 July 2022 in Southern Downs Regional Council area Queensland Development Code MP4.2 will be applicable for any new class 1 buildings. Rainwater tanks with a minimum capacity of 5,000 litres are required for all new Dwelling houses in water reticulated areas. Tanks are to be plumbed to service toilets, washing machines and an outdoor tap in accordance with the *Plumbing and Drainage Act 2018*. Appropriate area on the subject lot will be required to ensure compliance with these mandatory provisions.
- (ix) This area is expressly identified as being potentially impacted by lawful non-residential uses. In commencing a residential use, the owner(s) acknowledges and accepts that the use may be potentially impacted by emissions from the lawful non-residential use. It is the responsibility of the property owner(s) to take all measures necessary to ensure that the proposed Dwelling house is developed and maintained in such a way as to mitigate odour, dust and noise impacts from the surrounding lawful non-residential use. These measures must be undertaken at the expense of the property owner(s).
- (x) Prior to constructing or upgrading an access, an application must be submitted and approved by Council for a permit under Local Law No. 1 (Administration) 2011 and Subordinate Local Law No. 1.15 (Carrying Out Works on a Road or Interfering with a Road or its Operation) 2011.
- (xi) Site works must be constructed such that they do not, at any time, in any way restrict, impair or change the natural flow of runoff water, or cause a nuisance or worsening to adjoining properties or infrastructure.

- (xii) A Compliance Certificate for Plumbing and Drainage Works should be obtained prior to the issue of a Development Permit for Building Works.
- (xiii) Any retaining structures above one metre in height must be separately certified for structural adequacy by a Registered Professional Engineer of Queensland at design submission and also on completion of construction for compliance with the design.

A detailed inspection and as constructed record must be provided to Council by a Registered Professional Engineer of Queensland, prior to acceptance of the works, including certification that the wall's foundation ground conditions nominated in the design were inspected and achieved during construction.

The approved design and/or construction of the retaining walls must not be modified or altered without Council's prior written approval.

Telecommunications in New Developments

- (xiv) For information for developers and owner builders, on important Commonwealth telecommunication rules that need to be complied with, visit www.infrastructure.gov.au/tind

Aboriginal Cultural Heritage

- (xv) All reasonable and practicable measures must be taken to ensure that no harm is caused to Aboriginal cultural heritage (the "cultural heritage duty of care"). The cultural heritage duty of care is met if the development is conducted in accordance with gazetted cultural heritage duty of care guidelines. Further information on cultural heritage, together with a copy of the duty of care guidelines and cultural heritage search forms, may be obtained from www.datsip.qld.gov.au

ATTACHMENTS

Nil

**15.2 Material Change of Use and Reconfiguring a Lot – Southern Downs Regional Council:
Madsens Road, Yangan**

Document Information

 Southern Downs REGIONAL COUNCIL	Report To: Ordinary Council Meeting	
	Reporting Officer:	Meeting Date: 17 December 2025
	Planning Officer	ECM Function No/s: RC\02090 & MCU\02705

APPLICANT:	Southern Downs Regional Council C/- Precinct Urban Planning
OWNER:	Southern Downs Regional Council (Lot 1 RP167459) Kevin F Sullivan (Lot 2 RP167459)
ADDRESS:	1 Madsens Road, Yangan
RPD:	Lots 1 & 2 RP167459
ZONE:	Rural (Walloon Arable GQAL precinct)
PROPOSAL:	<ul style="list-style-type: none"> Reconfiguring a Lot – Realignment of boundaries (Two (2) lots into two (2) lots) Reconfiguring a Lot – Access Easement Material Change of Use – Utility Installation (New water reservoir)
LEVEL OF ASSESSMENT:	Impact
SUBMITTERS:	Three (3)
REFERRALS:	NIL
CIS DATE:	3 December 2025
FILE NUMBER:	RC\02090 & MCU\02705

RECOMMENDATION SUMMARY

THAT the application for Reconfiguring a Lot for Realignment of boundaries (Two (2) lots into two (2) lots) and Access Easement and Material Change of Use for Utility installation (New water reservoir) on land at 1 Madsens Road, Yangan, described as Lots 1 and 2 RP167459, be approved subject to conditions.

REPORT

The development seeks retrospective approval for a new water reservoir and to formalise legal access to it through the reconfiguring a lot aspects. The proposed lot sizes are as follows:

	Existing	Proposed
Lot 1	700 square metres	2,500 square metres
Lot 2	18.1 hectares	17.97 hectares

The subject sites combine for 18.2 hectares, located within the Rural zone to the north-west of Yangan.

The site is currently improved by a decommissioned water reservoir on Lot 1, and a new water reservoir, Dwelling house and associated outbuildings on Lot 2, which will be retained as part of the development.

Access to the site is via Madsens Road, which is a gravel road without kerb and channel.



Figure 1: Site locality

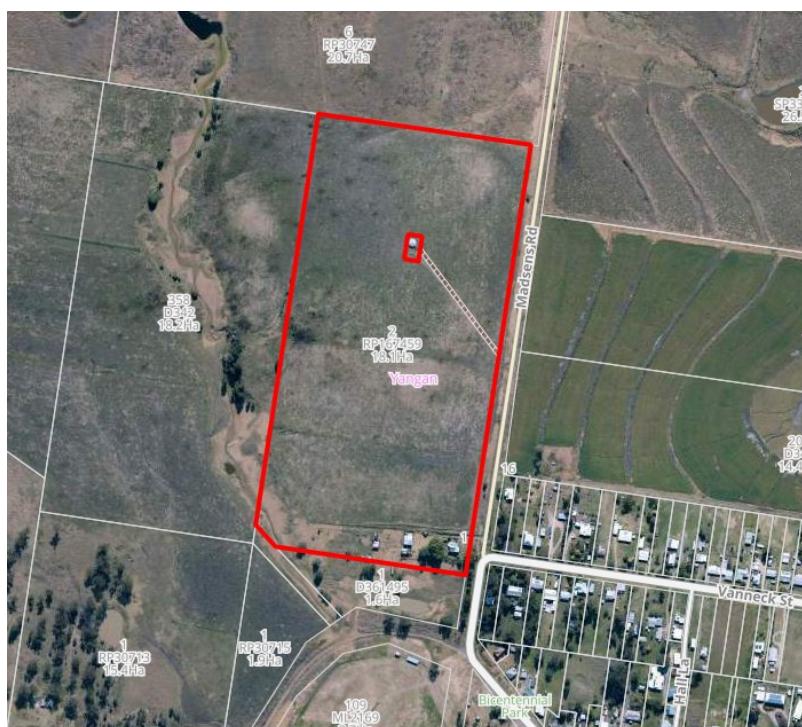


Figure 2: Site aerial

Proposal – Material Change of Use aspect

The proposed development involves a new public water reservoir within Proposed Lot 1. The reservoir comprises a single industrial water tank with an ultimate capacity of 441 kilolitres, a diameter of 10.39 metres and area of 84.78 square metres. The reservoir is a replacement for the existing end-of-life reservoir in the centre of the subject site, complementing Council's existing water infrastructure by providing greater water security and improving asset management. The existing reservoir will be decommissioned. The reservoir is accessed via an existing gravel crossover to Madsens Road and gravel driveway within the proposed Access Easement. The reservoir has a wall height of 5.76 metres and involves an external ladder and platform for access.

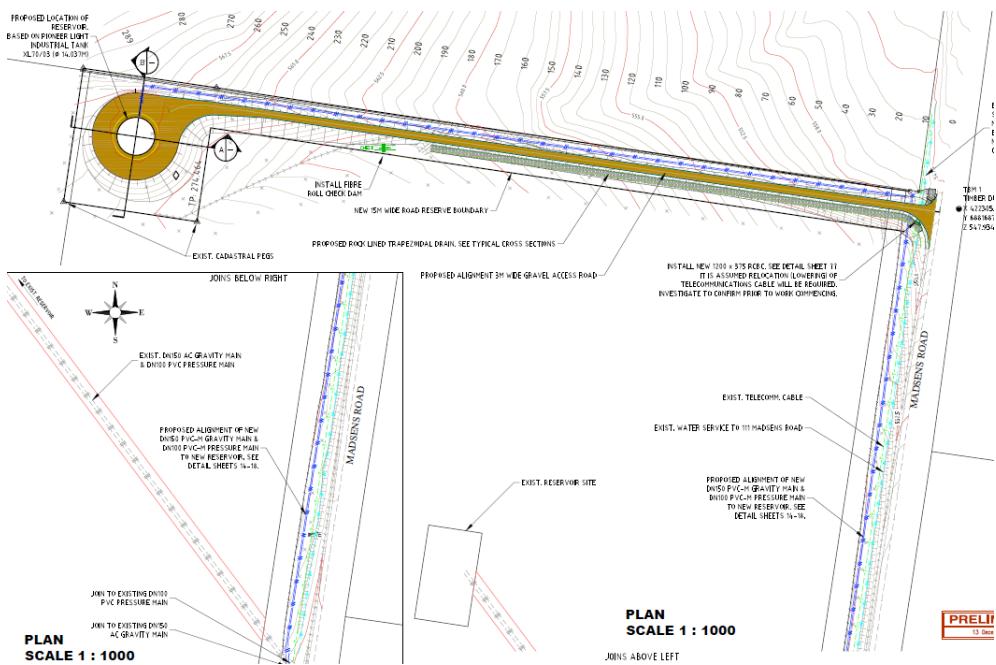


Figure 3: Proposed site plan

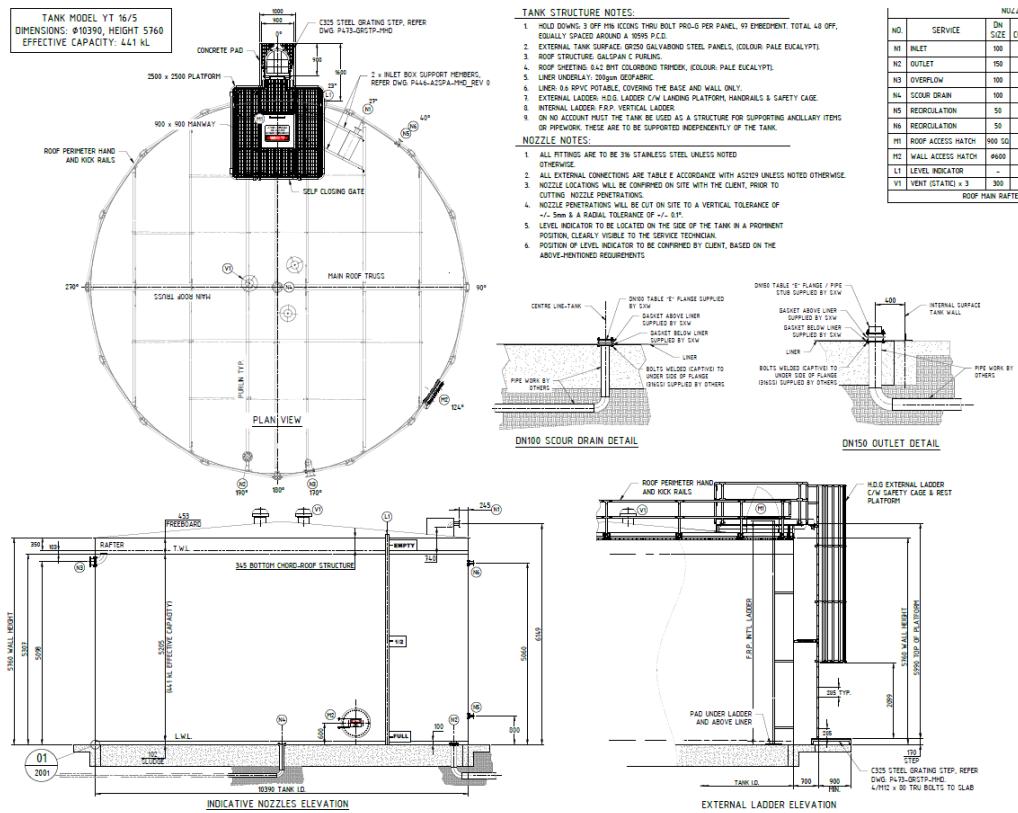


Figure 4: Proposed reservoir plans



Figure 5: View of new reservoir from current Lot 1 (looking north-west)



Figure 6: View of new access and reservoir from Madsens Road (looking west)

Proposal – Reconfiguring a Lot aspect

The proposed development seeks to realign the common boundary between Lots 1 and 2 RP30917 to relocate existing Lot 1 from the centre of Lot 2 to the north-west corner of the site.

Proposed Lot 2 will have an area of 17.97 hectares and will contain the decommissioned water reservoir, existing Dwelling house and associated outbuildings.

Proposed Lot 1 will have an area of 2,500 square metres and will comprise Council's new water reservoir as discussed above.

The proposed boundary realignment is intended to facilitate enhanced utility and asset management for the new water reservoir, minimise land use conflict between the infrastructure and rural land, and return the land used for the decommissioned water reservoir to the landowner of Lot 2, increasing the potential viability for future rural uses.

Proposed Lot 1 will be serviced by a new access easement to Madsens Road, which has an area of 3,758 square metres and will be located over an existing vehicular access.

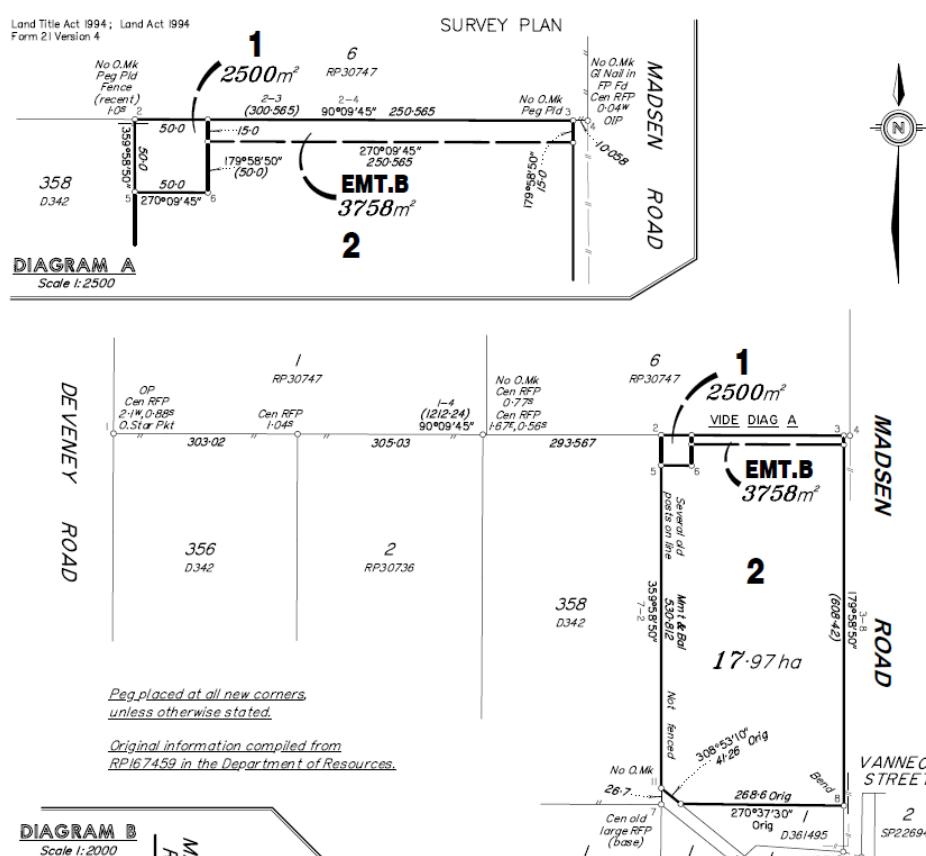


Figure 7: Proposed subdivision and easement plan

Public Notification

Two instances of public notification were undertaken for the development. The first instance was undertaken for 15 business days from 1 August to 22 August 2025. The following actions were undertaken:

- A notice was published in The Town and Country Journal newspaper on 31 July 2025.
- Notices were placed on the land from 31 July until 22 August 2025.
- A notice was given to the owners of all land adjoining the land on 28 July 2025.

In response to submissions, the application was amended, requiring a second instance of public notification for 15 business days from 17 October to 7 November 2025. The following actions were undertaken:

- A notice was published in The Town and Country Journal newspaper on 16 October 2025.

- Notices were placed on the land from 16 October until 7 November 2025.
- A notice was given to the owners of all land adjoining the land on 13 October 2025.

Compliance with the notification process has been achieved. Three properly made submissions were received during the public notification period.

A response to the submissions was not provided by the applicant.

Submissions

Note: whilst only three (3) submissions were received during the public notification period, the period coincided with consultation on the draft planning scheme, and anecdotally, the below matters resonate within the local community more broadly than just three (3) individual submitters.

Matters raised in submissions	Council Response
<p>Lack of transparency and community engagement</p> <ul style="list-style-type: none"> • lack of consultation with adjoining land owners. • Lack of consultation with the community. • Works undertaken prior to approval 	<p>The proposed development has undertaken public notification twice in compliance with the <i>Planning Act 2016</i>.</p> <p>The public notification process requires that all adjoining land owners are directly notified of the proposed development. The applicant identifies they notified all adjoining land owners in accordance with the <i>Planning Act 2016</i>.</p> <p>The <i>Planning Act 2016</i> does not require consultation prior to a development application being lodged.</p> <p>The works undertaken without approval is legitimised by this application. Notwithstanding, it is understood there was a genuine community need to replace the existing water infrastructure at its end of life which caused works to proceed without approvals in place.</p>

Matters raised in submissions	Council Response
<p>Damage to Madsens Road</p> <ul style="list-style-type: none"> • Traffic impact • Stormwater impacts within the road • Ongoing maintenance costs to ratepayers of the road. 	<p>The proposed development has no greater traffic impacts on the road network given the development retains two (2) existing lots and relocates the existing water reservoir. It is anticipated one vehicle movement is required to the site each week for maintenance, consistent with the historic arrangements.</p> <p>With respect to stormwater, the concept proposal plans identify a vehicle crossover accessing Madsens Road which includes a new culvert to maintain stormwater conveyance within the verge. Conditions are recommended to ensure the site access includes drainage works to mitigate stormwater impacts.</p> <p>The only changes sought by the development to Madsens Road is the new crossover, which is an ordinary and typical consequence of a change in lot layout and site access. Ongoing maintenance costs of vehicle crossovers are at the expense of the property owner. In this instance, that is likely to be Council. Accordingly, the maintenance of the crossover will be considered as a part of ongoing future budget requirements by relevant departments in Council.</p>
<p>Concern over zoning changes (pre-empting the draft planning scheme)</p>	<p>The draft planning scheme has had a separate community engagement process to raise and respond to concerns.</p> <p>In accordance with the consultation process, Council is currently considering submissions relating to the proposed rezoning of the subject land.</p> <p>Potential zoning changes do not impact the assessment of the proposed development and concerns regarding rezoning of the subject land are relevant only to the consideration of the draft Planning Scheme.</p>
<p>Environmental and infrastructure considerations</p> <ul style="list-style-type: none"> • protection of agricultural land • town water supply to neighbour removed 	<p>The proposed development avoids all mapped environmental concerns such as waterways which is located in the southwest corner of the subject land. The boundary realignment allows for a more continuous portion of agricultural land, resulting in more potentially productive land.</p> <p>Council records show that town water supply connections to properties adjoining the subject land were investigated. It was found that all services were fully in place and connected.</p>

Assessment against the Planning Scheme

Benchmarks applying to the development
<p>The following codes of the Southern Downs Planning Scheme are benchmarks applying to the development:</p> <ul style="list-style-type: none">– 6.2.10 Rural zone code– 8.2.2 Biodiversity areas overlay code– 9.4.6 Physical infrastructure code– 9.4.7 Reconfiguring a lot code <p>The proposed development complies with all Acceptable outcomes of the relevant codes, except those addressed below.</p>

Rural zone code

AO1 No acceptable outcome identified.

PO1 *The rural or natural environment character of the land is retained. Uses established in the Rural zone do not conflict with rural land uses or the natural, scenic and community values of the area. No development is to proceed within the area defined as the proposed Emu Swamp Dam.*

The proposed development consists of a water reservoir in the northwest corner of the site. The reservoir will be sited to minimise impact on surrounding properties by being sited at least 550 metres away from any adjacent dwellings, and will not result in conflict with surrounding rural land uses. The development will not be visible from the Yangan township, maintaining the existing rural amenity of the area. In addition, the development secures continued water supply to Yangan to support community values. Accordingly, compliance with the Performance outcome is achieved.

AO2 No acceptable outcome identified.

Note: One way an applicant may demonstrate compliance with this performance outcome is to provide a buffer that meets the design criteria contained in PO9 of the Landscaping code.

PO2 Rural activity on land is protected from conflict with other uses that are not rural uses.

The site is surrounded by rural land being used for rural uses. The installation of a water reservoir does not conflict with rural uses and is not considered dissimilar to a large rural shed or rural water tank (noting there is a water tank on an adjacent property which is 9 metres in diameter, and the proposed water reservoir tank is 10.39 metres diameter). Accordingly, compliance with the Performance outcome is achieved.

AO8 In partial fulfilment of this PO –

- (a) *All new industrial buildings are set back at least 100 m from the Cunningham Highway and New England Highway and 60 m from all other roads.*
- (b) *All other buildings are located at least 20 metres from any sealed road and at least 60 metres from any gravel road.*

PO8 *Development is sensitive and responsive to the scenic amenity of the area. The appearance and siting of buildings, other structures, carparking areas or signage is compatible with the scenic character of the*

area, particularly when viewed from roads. The development is sensitive to the design of any nearby structures and is respectful and sympathetic to any Local heritage place.

The proposal is located approximately 250 metres from Masden Road, a gravel road. Therefore, compliance with AO8 is achieved which partially fulfils PO8. The large setback in combination with the use of a water reservoir appearing as a large rural water tank is sensitive to the rural scenic amenity of the area. Accordingly, compliance with the Performance outcome is achieved.

AO9 No acceptable outcome identified.

PO9 Land identified as Agricultural Land Classification (ALC) Class A and Class B is conserved for rural use in accordance with the State Planning Policy.

The proposed water reservoir and boundary realignment will have a small development footprint and isolated to a corner pocket of the parcel which will result in minor agricultural land loss and allow for most of the site to be utilised for agricultural purposes. It is noted the previous lot for the water reservoir was 700 square metres and was centralised including being protected by an access easement diagonally across the land making agricultural pursuits more difficult. The realigned lot for the water reservoir is 2,500 square metres with an access easement directly along the northern boundary. The increased lot size (by 1,800 square metres) is immaterial in the context of agricultural pursuits and is offset by the improved location and access arrangements. Therefore, the productive capacity of the land is protected and maintained. Accordingly, compliance with the Performance outcome is achieved.

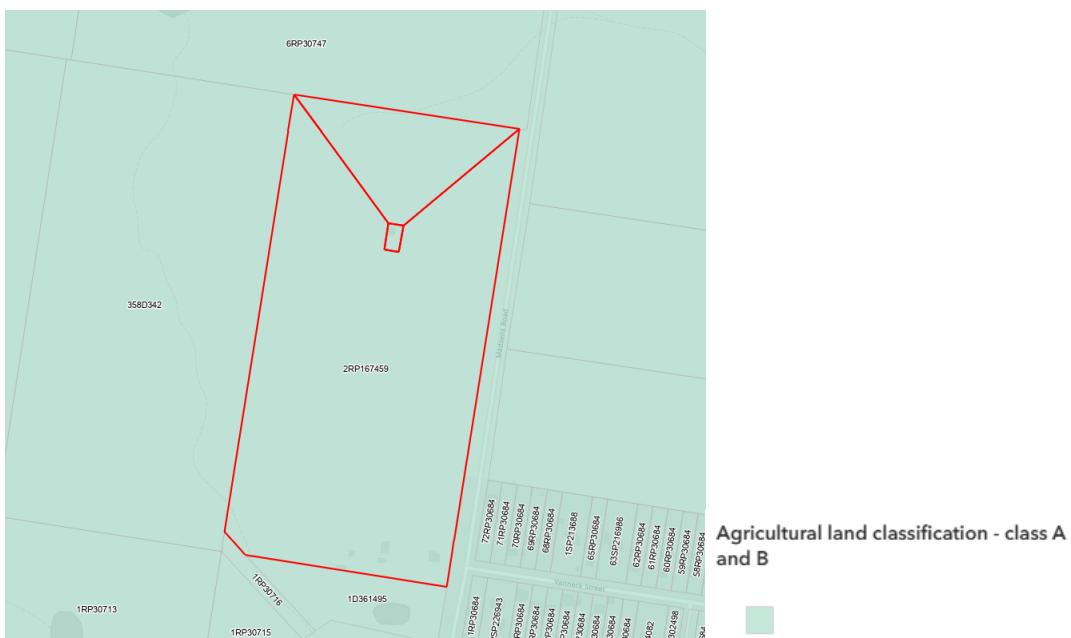


Figure 8: Agricultural land overlay (SPP Mapping)

Biodiversity areas overlay code

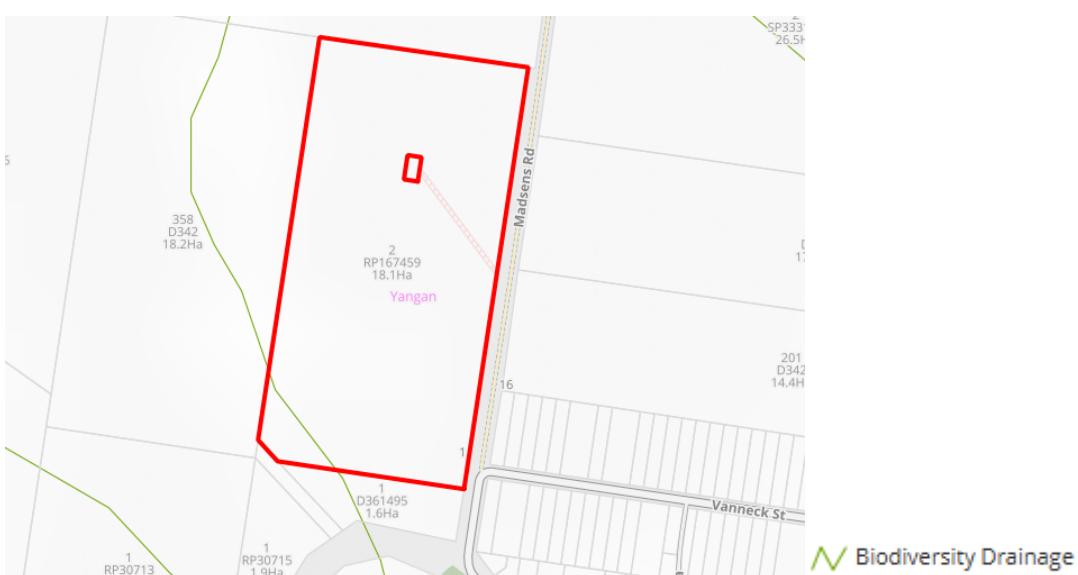


Figure 9: Biodiversity areas overlay mapping

The site contains a Biodiversity drainage line in its south-western corner. The proposed reconfiguration and Utility installation will not adversely impact the mapped biodiversity as the drainage line is not impacted by the proposed change and no clearing is required. As such, the proposal will not result in adverse impacts to biodiversity areas. Accordingly, compliance with the Code is achieved.

Physical infrastructure code

AO6 No acceptable outcome specified.

PO6 Where buildings or other structures are in proximity to State or Council's sewerage, stormwater or water supply infrastructure, provision is made to protect the infrastructure from physical damage and allow ongoing maintenance by Council.

The proposed development forms a part of the council's water supply infrastructure and will not damage any existing infrastructure. The boundary realignment and easement allows for access to the site for ongoing maintenance. Accordingly, compliance with the Performance outcome is achieved.

AO7 No acceptable outcome specified.

PO7 Adequate access is provided to all sewers, stormwater drains and water mains for future maintenance.

The proposed development does not restrict access to council infrastructure. The boundary realignment and easement allows for access to the site for future maintenance. Accordingly, compliance with the Performance outcome is achieved.

Reconfiguring a lot code

AO37

- a) The number of new lots including the balance area is equal to or less than the total number of original lots.
- b) The rearrangement involves only lots that are adjoining lots, or lots adjacent to each other (i.e. on the opposite side of a road).
- c) Unless the rearrangement is a minor change to a boundary to overcome an encroachment of a building, a lot:
 - i. with an area of less than 4,000 m²; or
 - ii. that physically cannot be used for development (e.g. it is wholly constrained by flood liability or slope); or
 - iii. that was formerly a road reserve, rail corridor or the like;

may be amalgamated with other lots but will not be counted in the total number of original lots as referred to in (a) above.
- d) Except where use of a lot is prevented by (c) above, the newly created lots are generally the same size as the existing lots, or the rearrangement will result in lots that are more suited to the rural use of the land (see note below).
- e) All new lots with an area of less than 4 ha are located on the least productive portion of the site.
- f) Unless the rearrangement is a minor change to a boundary to overcome an encroachment of a building, building envelopes of at least 20m x 20m can be provided on all new lots. The building envelope:
 - i. excludes land which is located within 50 m of a watercourse; and
 - ii. complies with the setbacks required for a dwelling house in accordance with the Assessment criteria in this planning scheme.
- g) Where possible, new lots with an area of less than 4 ha are located to form a logical extension of an existing community

Note: Rearrangement of boundaries that results in lots more suited to the rural use of the land include the following: (i) Agricultural land is consolidated into larger lots. (ii) Smaller lots are not created in highly productive areas where the potential for conflict between agricultural uses and potential new residential uses is increased. (iii) The new boundaries of the land have consideration of existing soil conservation works, the topography of the land and infrastructure.

PO37 Rearrangement of the boundaries of existing lots:

- a) results in new lots that are generally the same size as the existing lots, or the rearrangement results in a more sustainable rural land resource;
- b) involves only lots that are adjoining lots, or lots adjacent to each other (i.e. on the opposite side of a road);
- c) does not lead to increased fragmentation of rural land;
- d) does not increase the potential for conflict between rural and non-rural land uses;
- e) allows for coordinated land management (e.g. ensuring water resources and the land to be irrigated are on the same lot);
- f) avoids hazards (such as bushfire prone areas); and
- g) results in improved environmental outcomes.

The development does not comply with AO37 as a lot is less than 4,000 square metres and located on a productive portion of the site (which the whole site is). When considered against PO37, the proposed development consists of a boundary realignment of adjoining lots that results in the same number of lots as the original site. The size of the new lots are generally the same size as the existing lots in a rural context, as identified in the table below.

	Existing	Proposed
Lot 1	700 square metres	2,500 square metres
Lot 2	18.1 hectares	17.97 hectares

Proposed Lot 1 is in the corner of the site to ensure Lot 2 has a large amount of potential agricultural land.

Accordingly, compliance with the Performance outcome is achieved.

PO38 When lots smaller than 4 hectares are created, a buffer with a width of 60 m planted in accordance with PO9 of the Landscaping code is provided within the small lots to buffer the small lots from nearby agricultural activity.

Proposed Lot 1 has a size of 2,500 square metres. Due to the proposed use being a water reservoir buffers will not be required to shield the site from nearby agricultural activities because there is no impact caused by the water reservoir on agricultural activities, and impacts like odour, spray drift, noise from agricultural activities is of no impact to the water reservoir. Accordingly, compliance with the Performance outcome is achieved.

Infrastructure Charges

Charges Resolution (No. 4.2) 2023 commenced 13 December 2023.

The proposed development comprises three elements:

- Reconfiguring a Lot – Realignment of boundaries (Two (2) lots into two (2) lots)
- Reconfiguring a Lot – Access Easement
- Material Change of Use – Utility Installation (New water reservoir)

It is noted that no infrastructure charges are applicable for a boundary realignment or access easement. The Charges Resolution considers a Utility installation to be Specialised use and the adopted charges are in accordance with an Industry use. Applicable charges for a Material Change of Use relate to Gross Floor Area and impervious area when connected to a stormwater network.

As the site is located in the Rural zone, not all networks are applicable. A water reservoir is not considered gross floor area, and the site does not connect to a stormwater network, therefore, no charges are applicable.

It is noted that the credit for the land has been applied for the Material Change of Use, however, in accordance with the Charges Resolution, where a credit exceeds the value of an adopted charge, no refund will be paid by Council.

Development Type	Network	Charge Rate	Proposed	Credit	Charge
Specialised uses – Utility installation	Stormwater	\$8 per impervious m ²	N/A	N/A	\$0.00
	Public parks, community facilities, Transport and Water Supply	\$38.50 m ²	Nil	\$65% x \$21,500.00 = \$13,975.00	\$0.00
TOTAL:					\$0.00

Office use only			
Network	Proportion of Charge	Charge/ Network	Receipt Code
Public Parks and land for community facilities	0%	\$0.00	RC243
Transport	30%	\$0.00	RC241
Water supply	35%	\$0.00	RC244
Sewerage	35%	NA	RC245
Stormwater	\$8/m ²	NA	RC242

In accordance with Section 122 of the *Planning Act 2016*, the infrastructure charge is payable when the change of use happens.

Officer's Check List (Internal use only & not to be included in the Infrastructure Charges Notice)		
Officer	IC Calculations Checked	Date
Assessing Officer		
Coordinator	✓	2 December 2025
Manager	✓	2 December 2025

Recommendation

THAT the application for the Realignment of boundaries (Two (2) lots into two (2) lots) and Access Easement and Material Change of Use for Utility installation (New water reservoir) on land at 1 Madsens Road, Yangan, described as Lots 1 and 2 RP167459, be approved subject to the following conditions:

Schedule 1 - Southern Downs Regional Council Conditions

Approved Plans

- The development of the site is to be generally in accordance with the following proposal plans submitted with the application, and subject to the final development being amended in accordance with the conditions of this approval.

Plan Name	Plan No.	Date
Plan of Lots 1, 2 and Easement B in Lot 2	SP346507	31/05/2024
Proposed Site Plan	CP801045 04	13/12/2023
Proposed Reservoir Plan	P1000473-1-2002	29/01/2025

- Where there is any conflict between the conditions of this approval and the details shown on the approved plans and documents, the conditions of approval prevail.
- All conditions of Schedule 1 of this Development Permit must be complied with prior to the signing of the Plan of Subdivision.

Easements and Covenants

- An easement for access and services purposes is to be provided over Lot 2 in favour of Lot 1. The easement documentation is to be prepared at the developer's cost. A copy of the easement documentation is to be submitted to Council for approval prior to the signing of the Plan of Subdivision.

Amenity and Environmental Controls

- Any external lighting must be installed so that light shines down and away from adjacent properties and roads, and does not exceed 8 lux at the property boundary.
- All wastes are to be suitably collected and disposed of so as not to adversely impact on the environment.
- No materials or goods associated with the development are to be permanently displayed or stored on the site.

Car Parking and Vehicle Access

- Lot 1 is to be accessed via an approved, vehicle crossover.

Note: approval for Minor Works – Works in a Road Reserve is required for any new access, or existing access that has not been previously approved.

- A minimum 3.0 metre wide all-weather driveway is to be constructed and maintained within the access easement.

Roadworks

- Any footpaths, kerbing and channelling, roadworks and drainage works damaged during construction of the development are to be reinstated to the pre-existing condition, unless otherwise required by the General Manager Infrastructure, Assets and Projects.

Advisory Notes

- Unless otherwise stated, all conditions of this approval are to be complied with to the satisfaction of the General Manager Communities, Planning and Environmental Services, prior to the use commencing, and then compliance maintained at all times while the use continues.
- Any proposal to increase the scale or intensity of the use on the subject land, that is assessable development under the Planning Scheme, would be subject to a separate application for assessment in accordance with the *Planning Act 2016* and would have to comply with the requirements of the Planning Scheme.
- It is your responsibility to notify Council when a development, or part of, is nearing completion and ready for commencement of the use. The commencement of use is when the Infrastructure Charges associated with your development are to be paid, unless paid earlier.

- (iv) It is encouraged that you arrange for a free compliance inspection to be carried out prior to the use commencing. This will involve a physical inspection of the premises along with an internal audit of Council's records. Written advice will be provided for your records advising if compliance with the conditions has been achieved.
- (v) Any demolition and/or removal works involving asbestos materials must be undertaken in accordance with the requirements of the *Workplace Health and Safety* legislation and *Public Health Act 2005*.
- (vi) The General Environmental Duty under the *Environmental Protection Act 1994* prohibits unlawful environmental nuisance caused by noise, aerosols, particles dust, ash, fumes, light, odour or smoke, beyond the boundaries of the property during all stages of the development including earthworks, construction and operation.
- (vii) Any storage of flammable and/or combustible liquids must comply with the minor storage provision of Australian Standard AS1940 *The Storage and Handling of Flammable and Combustible Liquids*.
- (viii) **Building Approval is to be obtained** in accordance with the *Planning Act 2016* for the proposed building work. The building application must be submitted to a Building Certifier with the appropriate **forms, plans and fees** associated with this application. The building plans are to accord with the plans approved in this approval. The building is to be constructed in accordance with the Building Approval prior to the commencement of the use. **A Form 21 (Final Inspection Certificate) must be issued for the building works prior to the use commencing.**

Aboriginal Cultural Heritage

- (ix) All reasonable and practicable measures must be taken to ensure that no harm is caused to Aboriginal cultural heritage (the "cultural heritage duty of care"). The cultural heritage duty of care is met if the development is conducted in accordance with gazetted cultural heritage duty of care guidelines. Further information on cultural heritage, together with a copy of the duty of care guidelines and cultural heritage search forms, may be obtained from www.datsip.qld.gov.au

Approval Times

- (x) In accordance with the *Planning Act 2016*, this approval will lapse four years from the day the approval takes effect, unless the Plan of Subdivision is submitted to Council within the currency period. **Council will NOT approve the plan unless all conditions of this approval have been complied with to the satisfaction of Council and within the currency period of the approval.**
- (xi) The approved Plan of Subdivision must be lodged for registration in the Office of the Registrar of Titles within six months of the date of Council's Compliance Certificate and approval of the Plan of Subdivision. If the Plan of Subdivision is not registered within this timeframe, Council's approval of the Plan of Subdivision will lapse. Council may reapprove the Plan of Subdivision subject to payment of the applicable fee.

ATTACHMENTS

Nil

15.3 Material Change of Use –Satake Australia Pty Ltd C/- Precinct Urban Planning – Haigs Road, Allora

Document Information

 Southern Downs REGIONAL COUNCIL	Report To: Ordinary Council Meeting	
	Reporting Officer:	Meeting Date: 17 December 2025
	Planning Officer	ECM Function No/s: MCU\02674

APPLICANT:	Satake Australia Pty Ltd C/- Precinct Urban Planning
OWNER:	Satake Australia Pty Ltd
ADDRESS:	Haigs Road, Allora
RPD:	Lot 32 M34673
ASSESSMENT AGAINST:	Southern Downs Planning Scheme, version 5
ZONE:	Rural zone (Alluvial Plains and Basalt Quality Grazing Precincts)
PROPOSAL:	High impact industry (Expansion to silo manufacturing facility)
LEVEL OF ASSESSMENT:	Impact
SUBMITTERS:	Three (3) properly made submissions
REFERRALS:	Department of State Development, Infrastructure and Planning
CIS DATE:	3 December 2025
FILE NUMBER:	MCU\02674

RECOMMENDATION SUMMARY

THAT the application for Material Change of Use -High impact industry (Expansion to silo manufacturing facility) on land at Haigs Road, Allora, described as Lot 32 M34673, be approved subject to conditions.

REPORT

On 26 February 2004, Warwick Shire Council issued a Development Permit (MCU\00471) for a Material Change of Use for a High impact industry – Engineering Works and a number of associated environmentally relevant activities. The approved development included a shed which contained an office area, paint booths and a sand blasting chamber, plus gravel storage areas, car parking and amenities.

On 24 February 2016, a Development Application (MCU\01715) was submitted for an Extension to an existing High impact industry – Engineering Works. The application related to an extension to the shed and paint booth resulting from changes in operating methodologies associated with the manufacturing of silos on site. The application was approved on 4 April 2016.

On 13 April 2021, a minor change application (MCU\01715.01) was approved by Council to include an igloo/dome structure adjacent to the existing sheds.

On 14 May 2024, a further change application (other) was approved via a Negotiated Decision Notice (MCU\01715.02). This change included the establishment of additional parking, outdoor storage and administration areas on the site. The latest approved site plan is shown as Figure 1.

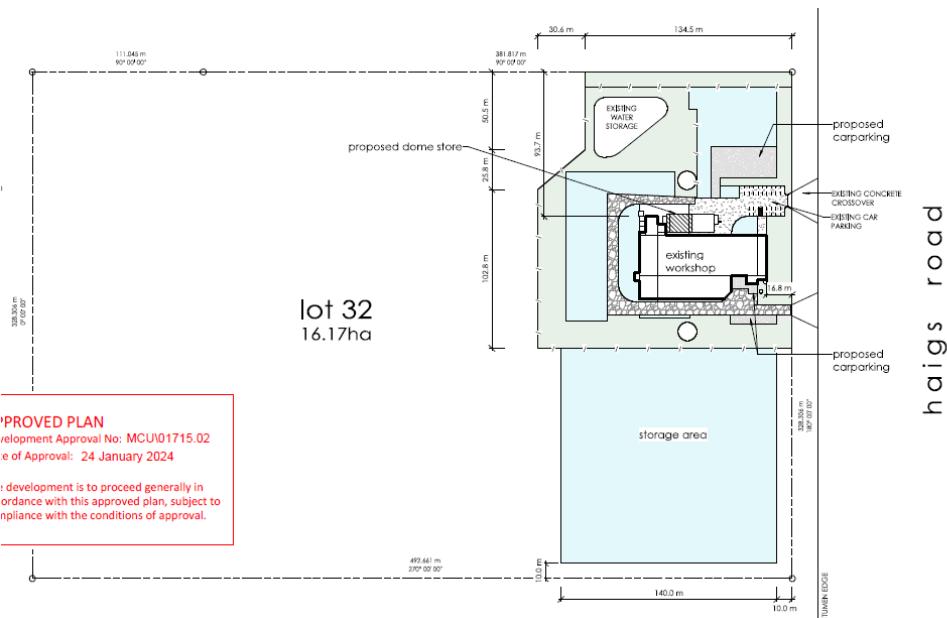


Figure 1 – MCU\01715.02 Approved Site Plan

Report

Site

The subject site is comprised of one regular shaped rural allotment, with a total area of 16.187 hectares. The site is located in the Rural zone and is identified in both the Alluvial plains and Basalt quality grazing precincts. It is noted that only the south-eastern corner of the site is mapped as being within the Basalt quality grazing precinct.

The site is currently developed within the existing lawful High impact industry use detailed previously, contained in the north-eastern corner of the site.

The site is located in a rural locality, approximately 2.1 kilometres south of the Allora township. The site has frontage to Haigs Road along the eastern property boundary.

The site is not connected to any reticulated urban infrastructure networks.

Surrounding the site, lots are generally used for rural production activities and some contain single Dwelling houses. The site and immediate surrounding uses are shown in Figure 2.

The north-western corner of the site is mapped as being subject to flood hazard.



Figure 2 – Site Context

Proposal

The proposal involves an expansion of an existing facility to provide an additional manufacturing workshop associated with the production of moveable silos. The applicant states that the existing workshop is associated with the production of permanent silos and is not of a sufficient size and height to facilitate the production of the moveable silos within the existing facilities.

The expansion will consist of one new manufacturing workshop, with a gross floor area of 3,650 square metres, plus five additional shipping containers. Within the shed is a 54 square metre office area, containing a staff room, including kitchen facilities, manager's office and staff amenities.

The application also identifies proposed gravel storage areas behind the new shed, generally in the areas approved for outdoor storage as part of the existing development approval.

The proposed new site plan is shown in Figure 3.

The proposed new shed will have a maximum height of 19.15 metres for two of the shed bays, to accommodate the silo structures. The balance of the new shed will have a height of 15 metres. The shed will be constructed of materials that match the existing shed on the premises. The eastern elevation, fronting Haigs Road, is included as Figure 4.

The applicant states that the proposed expansion will require an additional 15 staff on site.

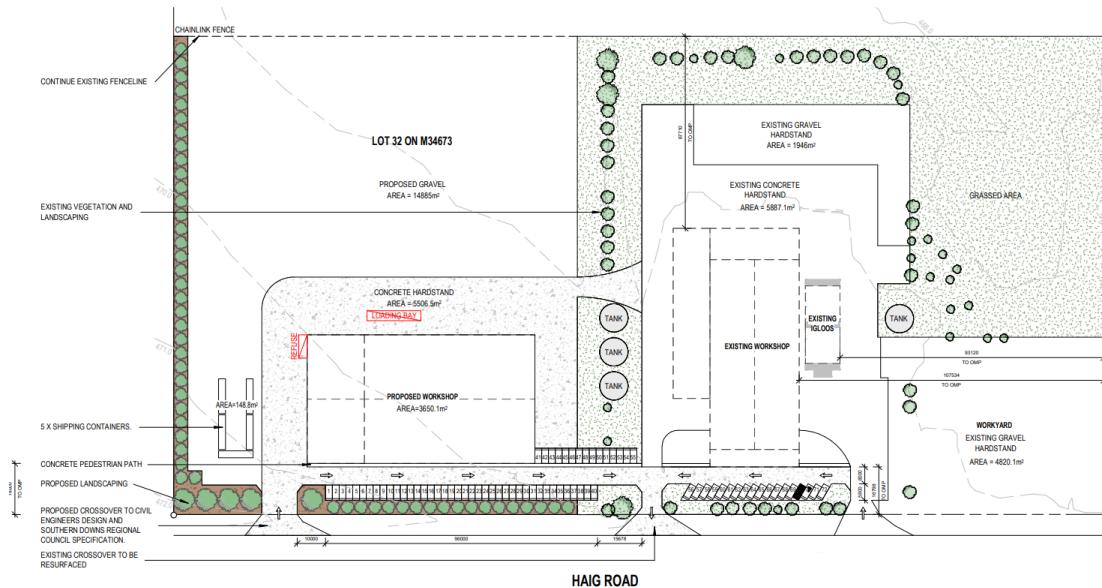


Figure 3 – Proposal Plan

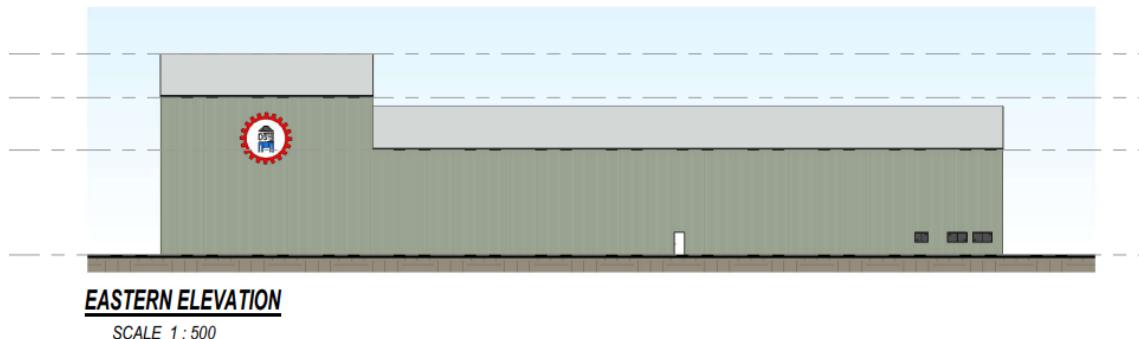


Figure 4 – Elevation

The site has two existing accesses to Haigs Road. The proposed expansion will be serviced by one additional crossover, that will operate as an entry only access to the site.

Existing light vehicle parking areas will be relocated from the northern side of the existing shed and new car parking areas established for the expansion of the use. A total of 72 car parking spaces, including one PWD parking space, will be provided at the frontage of the site in close proximity to relevant work areas. The existing parking area will be decommissioned but maintained as a sealed surface to facilitate safe heavy vehicle movements through the site. The relocation of car parking areas reduces conflict points between heavy and light vehicle movements.

Referral

The application required referral to the Department of State Development, Infrastructure and Planning (DSDIP). The trigger was:

- Schedule 10, part 9, division 4, subdivision 1, table 1, item 1 (*Planning Regulation 2017*) – Development impacting on State transport infrastructure

The DSDIP has no requirements.

Public Notification

Public notification for this development was undertaken for 15 business days from 17 October to 7 November 2025. The following actions were undertaken:

- A notice was published in the Town and Country Journal newspaper on 16 October 2025.
- Notices were placed on the land from 16 October until 7 November 2025.

- A notice was given to the owners of all land adjoining the land on 13 October 2025.

Compliance with the notification process has been achieved. Three (3) properly made submissions were received during the public notification period.

Submissions

Matters raised in submissions	Applicants Response
Roads are not safe/suitable <ul style="list-style-type: none"> • Haigs Road is a single-lane bitumen road with significant damage to the road edges. It has seen a significant increase in heavy vehicle traffic due to Satake's operational requirements • instances of poor traffic management from employees, contractors and service providers • permanent bus route for the local school passes the proposed development site. The bus continues to experience difficulty when meeting other heavy vehicles on its route 	<p><i>We contend that our response to Council's Information Request, as well as the original application material, already provides a sufficient response to the matters raised in the submissions.</i></p> <p>The applicant's response to the Information Request is summarised below:</p> <p><i>"As detailed in the letter, current traffic volumes along Haigs Road exceed 200 vehicle trips per day, irrespective of the proposed development. Accordingly, Haigs Road is already required to be upgraded under Council's TAMP and is of a 'medium priority'. The proposed development will involve an increase of 30 vehicle trips per day and accordingly, will not trigger a high standard of road design."</i></p>
Council response: Haigs Road is not currently constructed in accordance with Council's adopted Transport Asset Management Plan. However, the applicant states that the proposal will result in an increase of 30 light vehicle movements per day.	<p>In order to protect the safety of surrounding road users, a condition is recommended that restricts heavy vehicle access to the site to be strictly via Haigs Road, north to South Street. In addition, the frontage of the site is recommended to be upgraded from a Rural Access to the Rural Collector Standard.</p>
Dust nuisance <ul style="list-style-type: none"> • surrounding rural unsealed roads – Donegans Road, Geitz Road and Hendon-Mt Marshall Road – are being used as throughfares • the dust factor is causing health issues and has been a concern to residents for many years 	<p>No response was provided in relation to this matter.</p>
Council response: In order to protect the safety of surrounding road users, a condition is recommended that restricts heavy vehicle access to the site to be strictly via Haigs Road, north to South Street. This restricts heavy vehicle movements to the sealed road network and aims to reduce potential dust nuisance from vehicles associated with the use.	

Matters raised in submissions	Applicants Response
Inappropriate in the zone <ul style="list-style-type: none"> • this type of enterprise would have been more appropriately located within Allora's industrial precinct. 	No response was received in relation to this matter.
Council response: The proposal is for an expansion to an existing lawful use. Further, there is limited industrial land available in Allora and land located in the Industry zone could not accommodate the scale of the existing use or the proposed expansion. The proposal services the rural economy and is not considered to conflict directly with the Rural zone.	

Assessment against the Planning Scheme

Benchmarks applying to the development
<p>The following codes of the Southern Downs Planning Scheme are benchmarks applying to the development:</p> <ul style="list-style-type: none"> – Part 3 – Strategic Framework – 6.2.10 Rural zone code – 8.2.5 Flood hazard overlay code – 9.3.5 Industry uses code – 9.4.2 Carparking and loading code – 9.4.4 Landscaping code – 9.4.5 Outdoor lighting code – 9.4.6 Physical infrastructure code – 9.4.8 Stormwater management code
<p><i>The proposed development complies with all Acceptable outcomes of the relevant codes, except those addressed below.</i></p>

Strategic Framework

Theme	Response
Settlement Pattern	<p>The proposal is for an industrial land use in the Rural zone. The site is wholly mapped as being Class A1 Agricultural Land and it is acknowledged that the Strategic Outcomes seek to ensure that agricultural land identified as ALC Class A and Class B is not impacted on by urban or rural residential development. However, the proposal is for an expansion to an existing lawful land use that was approved in 2004. In addition, the nature of the use is for the production of silos, which directly service the activities in the Rural zone. The use therefore supports the significant economic resource associated with rural production in the Southern Downs and provides employment opportunities.</p> <p>There is limited industrial land available in Allora and land located in the Industry zone could not accommodate the scale of the existing use or the proposed expansion. The proposal therefore does not affect the long term viability of the Industry zone.</p>
Natural Environment	<p>The subject site is not mapped as containing any areas of environmental significance or in proximity to waterways or wetlands.</p>

Theme	Response
Community Identity and Diversity	<p>The proposed development is for an expansion to an existing use, located approximately two (2) kilometres from the Allora township. The proposed development reflects the thriving agricultural sector, as the manufacturing of silos is directly related to the viability of rural production activities.</p> <p>The proposal will not impact the character and identity of the Allora township.</p>
Natural Resources and Landscape	<p>The site is located in the Rural zone and is wholly mapped as being Class A1 Agricultural Land. The applicant submits that the size of the lot, being approximately 16 hectares, limits the productive capacity irrespective of the approved industry use.</p> <p>The proposed use for the manufacturing of permanent and mobile silos is considered to support the agricultural industry within the Southern Downs and broader regions. The applicant has submitted a rehabilitation plan that confirms the site could be rehabilitated to rural land uses upon cessation of the use. Notwithstanding, buildings and sealed areas have been located towards the Haigs Road frontage to retain the western portion of the site with gravel hardstand or undeveloped surfaces.</p> <p>The development is appropriately separated from nearby residences and the activities on site will not impact the viability of primary production or resource development on adjoining lots.</p>
Access and Mobility	<p>Haigs Road is identified as a sealed Rural Access Road. The applicant states that access to the site is via Kennedy Road or Hendon-Mt Marshall Road. Based on the standard of surrounding roads, it is considered that conditions should be applied to ensure the development does not impact the safety and efficiency of the road network.</p> <p>The site is located in a rural locality and is not serviced by active transport networks. The development is not visible from key tourist routes and will not impact the operation of aerodromes.</p>
Infrastructure and Services	<p>The site is located in a rural locality and is not serviced by urban infrastructure networks. On site water and wastewater systems are in place on site and will be upgraded to service the extension to the use.</p>
Economic Development	<p>The proposed development reflects a strong economy through the expansion of an existing business in the region. Further, the activity has a rural focus based on the production of permanent and mobile silos. The development provides additional employment to the Allora area, creating a further 15 jobs on site.</p> <p>While the development is located on Class A1 Agricultural Land, the proposal is not an incompatible land use that would affect the viability of surrounding rural production activities. Further, gravel hardstand areas on site can be rehabilitated to support rural production on the subject site, in the event of the existing approved use ceasing.</p> <p>The site has a sealed road access from the south, is generally flat and the development footprint is flood free, complying with land use strategy 3.9.3.2(7).</p>

Rural zone code

PO1 *The rural or natural environment character of the land is retained. Uses established in the Rural zone do not conflict with rural land uses or the natural, scenic and community values of the area. No development is to proceed within the area defined as the proposed Emu Swamp Dam.*

PO2 *Rural activity on land is protected from conflict with other uses that are not rural uses.*

The proposal is for the extension of an existing lawful urban land use. The proposed expansion will increase the area of land developed for non-rural uses. However, the proposal does not include any sensitive land uses and does not conflict with surrounding rural activities.

No clearing of vegetation will be undertaken and significant landscaping is proposed around the development to reflect the scenic values of the area.

On balance, the proposal is not considered to conflict with the Performance outcomes.

AO4.2 *Uses other than Dual occupancy, a Home based business or Short-term accommodation (not exceeding 12 guests) have access to the Region's road network via fully constructed sealed roads from the property boundary.*

PO4 *The safe and efficient operation of roads and access is maintained having regard to the nature of vehicles using the road, the location of uses that may be adversely affected by noise or dust generated by the use of the road and the location and design of access.*

The applicant's response to Council's Information Request states that:

Warwick Allora Road is situated to the west of Haigs Road and forms part of the state-controlled network. Heavy vehicles gain access to the state-controlled network by Kennedy Road or Hendon Mount Marshall Road through Type BAR intersections without channelised turning lanes.

Kennedy Road is identified as a Rural formed road in Council's Transport Asset Management Plan. Further, Hendon Mount Marshall Road is classified as a Rural Minor Access Road and is constructed with a gravel surface. Therefore, access via these roads is not supported without upgrades being undertaken.

Heavy vehicle access to the site will therefore be conditioned to be Haigs Road, north of the site, to South Street.

The application states that the expansion will generate 30 additional light vehicle movements per say, associated with the 15 additional staff. Council sought clarification to confirm this would comprise light vehicles only, however, no further information was provided in relation to any additional heavy vehicle movements that may be generated from the use.

Following consideration of the potential increase in vehicle movements, Council's Works team confirmed that it was reasonable and appropriate to require road widening for the full frontage of the site which would reflect Council's rural collector standard.

Conditions will be applied to limit access to the site to an approved haul route, via sealed roads. This will ensure the development does not result in dust nuisance to nearby properties.

PO5 *There are no significant adverse impacts on public health and safety with regard to:*

- (a) the siting scale and design of buildings or other works;*
- (b) waste water disposal;*
- (c) the permanent or temporary occupation of or access to areas subject to natural hazards.*

The siting of the proposed new shed will be in line with the existing shed constructed on the premises. However, the scale of buildings is significantly larger than other structures in the rural locality. Despite the significant scale of buildings, through the application of conditions, the proposed extension is not considered to adversely impact on public health and safety.

Wastewater disposal will be conditioned to be provided in accordance the relevant Australian Standard and the conditions of any applicable Environmental Authority.

The development footprint is clear of all natural hazard risks.

AO8 *In partial fulfilment of this PO -*

- (a) All new industrial buildings are set back at least 100 m from the Cunningham Highway and New England Highway and 60 m from all other roads.*

(b) All other buildings are located at least 20 metres from any sealed road and at least 60 metres from any gravel road.

PO8 Development is sensitive and responsive to the scenic amenity of the area. The appearance and siting of buildings, other structures, carparking areas or signage is compatible with the scenic character of the area, particularly when viewed from roads. The development is sensitive to the design of any nearby structures and is respectful and sympathetic to any Local heritage place.

The proposed new industrial building will be located 18 metres from the Haigs Road property boundary. This is in line with the established building line on the premises created by the existing lawful workshop shed.

The proposed scale and siting of the proposed new workshop shed is consistent with the existing lawful shed, however these structures are not generally compatible with the scenic character of the surrounding locality. The applicant proposed landscaping along the property frontage and side boundaries, adjacent to the development footprint, that will act to soften the appearance of the development. The applicant states that by siting the shed closer to the road frontage, it reduces the impacts of the development on the balance of the site, mapped as being Class A1 Agricultural Land.

Through conditioning of landscaping standards, the impacts of the reduced setback are considered to be managed to maintain the scenic amenity of the area, in the context of the existing lawful development on site.

PO9 Land identified as Agricultural Land Classification (ALC) Class A and Class B is conserved for rural use in accordance with the State Planning Policy.

The productive capacity of the land is protected and maintained.

The proposal is an extension to an existing lawful land use. The proposed expansion is generally located on part of the site previously approved for an outdoor storage area. While the gravel hardstand outdoor storage area is more easily rehabilitated, if the use ceased, there were no time limits applied to the use, nor is it reliant on the availability of an on-site resource. Therefore, it is not unreasonable to expect the use of the development footprint would continue in perpetuity, irrespective of the form of the use.

The existing approvals on site are considered to alienate the Class A1 Agricultural Land. Therefore, the proposed development is not considered to further impact the productive capacity on the site.

PO11 Uses are limited to uses that add value to the productive use of the land and do not conflict with or reduce the productive capacity, hydrological functions or scenic values of the land. In particular –

- (a) The use is associated with rural activities on or nearby the subject land;
- (b) The use is not likely to cause conflict with agricultural practices;
- (c) The use has low visual impact particularly where located on highways, main roads or tourist routes;
- (d) The development is located on cleared land and there is no proposed clearing of remnant vegetation;
- (e) Development is sited on the least productive, lower agricultural quality parts of the site; and
- (f) The use does not increase built infrastructure or earthworks in the flood plain.

PO15 Uses are limited to uses that add value to the productive use of the land and do not conflict with or reduce the productive capacity, or scenic values of the land. In particular –

- (a) The use is associated with rural activities on or nearby the subject land;
- (b) The use is not likely to cause conflict with agricultural practices;
- (c) The use has low visual impact particularly where located on highways, main roads or tourist routes;

- (d) *The development is located on cleared land and there is no proposed clearing of remnant vegetation;*
- (e) *Development is sited on the least productive, lower agricultural quality parts of the site.*

The proposal is a High impact industry use. While the current activity directly services rural activities through the production of silos, the defined use is an urban land use. The siting and scale of existing and proposed buildings is not considered to have a low visual impact.

The proposal is not a sensitive land use and therefore does not cause conflict with surrounding agricultural practices. Further, the development is sited on cleared land and is not in proximity to any areas of remnant vegetation or flood hazard.

The entire site is mapped as Class A1 Agricultural Land, therefore there are no areas of the site identified as less productive than others. However, as noted above, the proposal is an extension to an existing lawful land use that is generally located on part of the site previously approved for an outdoor storage area. The existing approvals on site are not considered to impact the productivity of the site. In addition, the size of the allotment limits the productive capacity of the site, irrespective of the approved land uses. Therefore, the proposed development is not considered to further impact the productive capacity of the site.

Industry uses code

AO2 In partial fulfilment of the PO –

- (a) *Access to the site is via a fully constructed sealed road.*
- (b) *In all urban zones, except the Township zone, the frontage of the site is kerbed and channelled.*

Note: In the Rural zone, access via a gravel constructed road may be acceptable for small scale industries with low traffic volumes.

As noted above, conditions will be applied to limit access to the site via an approved haul route, strictly via sealed roads. This will ensure compliance with the Acceptable outcome.

AO3.1 Landscaped setback areas are to be provided along the street frontages of the site in accordance with the zone code.

AO3.2 Buildings do not exceed a height of 8 m.

PO3 Buildings and other structures are designed and constructed in a manner that complements the existing built form in the immediate area.

The Rural zone code does not specify a landscape setback at the road frontage. The application proposes landscaping with widths of five (5) metres and 10 metres along the Haigs Road frontage of the site.

The maximum height of the proposed new building is 19.15 metres.

The proposed new building is designed with the same materials as the existing workshop on site and is sited in line with the established building line. However, based on the new production methodologies proposed in this application, the height of the new shed exceeds the height of established buildings on the premises.

There is limited other built form in the immediate area. Therefore, while the proposed new shed will be higher than established buildings, the proposal will not conflict with established built form in the locality and the proposed landscaping along the frontage will soften the scale of the building height.

AO6.1 Open storage areas are screened from view from any road or from any dwelling not located on the same site. The screen is of solid material constructed to a height of at least 1.8 m.

The proposed new outdoor storage areas will be contained behind the proposed new building with proposed landscape screening areas at the rear of the development footprint. The storage areas will not generally be visible from any dwellings in proximity to the site. Conditions will be applied

for the screening to be constructed and maintained to relevant standards to achieve effective screening.

Carparking and loading code

AO1.1 *The number of parking and loading spaces is not less than the minimum number specified in Table 9.4.2.4. Where the calculation of applicable parking rates results in a fraction, the number required will be the next highest whole number. Council may accept an alternative to providing the required spaces on the development site in accordance with Planning Scheme Policy – Off Street Carparking.*

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

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

Table 9.4.2.4 requires that for more than 1,000 square metres of total use area, parking is required at a rate of 10 spaces, plus 1 space per 200 square metres of total use area in excess of 1000 square metres. The development on site, including existing and proposed development, has a total use area of 4.052 hectares. To achieve compliance with Table 9.4.2.4, the development would 391 car parking spaces.

The proposed development reconfigures existing car parking areas and provides additional parking areas on site. A total of 72 car parking spaces will be provided on site. The applicant has stated that 55 staff will work from the premises. Therefore, the proposed car parking is considered to be sufficient to accommodate the demand of the High impact industry use.

Conditions will be applied to ensure all car parking areas are designed in accordance with AS2890 and constructed to a sealed standard. All vehicles will enter and exit the site in a forward gear and the proposed one way access arrangements will ensure the safe movement of vehicles.

There is adequate manoeuvring areas on site to accommodate the defined service vehicle, being an Articulated Vehicle (AV).

Landscape code

The applicant has submitted a landscaping plan that complies with the Acceptable outcomes of the code. Conditions will be applied to ensure planting and maintenance is undertaken to establish and retain all approved landscaping areas on site.

Outdoor lighting code

Conditions will be applied to ensure external lighting complies with the requirements to protect the amenity of surrounding uses.

Physical infrastructure code

The subject site is located in the Rural zone. On-site water storage and wastewater disposal systems will be conditioned to be provided on site in accordance with relevant standards.

Conditions will be applied to ensure access to the development is constructed to a suitable standard.

Flood hazard overlay code

The proposed development footprint and site accesses are located outside of the mapped flood hazard areas. No further assessment against the Flood hazard overlay code has been undertaken.

Infrastructure Charges

Charges Resolution (No. 4.2) 2023 commenced 13 December 2023.

Infrastructure Charges were applied to the previous development on the site and remain applicable (MCU\01715.02).

The charges outlined below are for the proposed use associated with this application and relate to the provision of new structures on the premises only.

Development Type	Network	Charge Rate	Proposed	Credit	Charge
High impact Industry – High impact industry, Special industry	Stormwater	Nil	-	-	-
	Other	30% of \$53.50/m ² GFA = \$16.05/m ²	3,798.8m ²	Nil	\$60,970.74
TOTAL:					\$60,970.74

Office use only			
Network	Proportion of Charge	Charge/ Network	Receipt Code
Public Parks and land for community facilities	0%	\$0	RC243
Transport	30%	\$60,974.74	RC241
Water supply	35%	NA	RC244
Sewerage	35%	NA	RC245
Stormwater	\$8/m ²	NA	RC242

In accordance with Section 122 of the *Planning Act 2016*, the infrastructure charge is payable when the change of use happens.

Recommendation

THAT the application for Material Change of Use -High impact industry (Expansion to silo manufacturing facility) on land at Haigs Road, Allora, described as Lot 32 M34673, be approved subject to the following conditions:

Schedule 1 - Southern Downs Regional Council Conditions

Approved Plans

1. The development of the site is to be generally in accordance with the following proposal plans submitted with the application, and subject to the final development being amended in accordance with the conditions of this approval.

Plan Name	Plan No.	Date
Site Plan, Revision F, prepared by WD Building Design	SD-050	26-08-2025
Proposed Floor Plan, Revision F, prepared by WD Building Design	SD-100	26-08-2025
DV1 – Staffroom, Revision F, prepared by WD Building Design	SD-105	26-08-2025
Elevations, Revision F, prepared by WD Building Design	SD-200	26-08-2025
Site Key Plan, Revision C, prepared by Lark Landscape Architecture & Urban Design	LL01	16/09/25
Landscape Plan Sheet A (Area 2), Revision C, prepared by Lark Landscape Architecture & Urban Design	LL02	16/09/25

Landscape Plan Sheet B (Area 2), Revision C, prepared by Lark Landscape Architecture & Urban Design	LL03	16/09/25
Landscape Plan Sheet C (Area 2), Revision C, prepared by Lark Landscape Architecture & Urban Design	LL04	16/09/25
Landscape Plan Sheet D (Area 2), Revision C, prepared by Lark Landscape Architecture & Urban Design	LL05	16/09/25
Landscape Plan Sheet E (Area 1), Revision C, prepared by Lark Landscape Architecture & Urban Design	LL06	16/09/25
Landscape Plan Sheet F (Area 1), Revision C, prepared by Lark Landscape Architecture & Urban Design	LL07	16/09/25
Landscape Plan Sheet G (Area 3), Revision C, prepared by Lark Landscape Architecture & Urban Design	LL08	16/09/25
Landscape Plan Sheet H (Area 3), Revision C, prepared by Lark Landscape Architecture & Urban Design	LL09	16/09/25
Landscape Plan Sheet I (Area 4), Revision C, prepared by Lark Landscape Architecture & Urban Design	LL10	16/09/25
Landscape Plan Sheet J (Area 4), Revision C, prepared by Lark Landscape Architecture & Urban Design	LL11	16/09/25
General Notes, Revision C, prepared by Lark Landscape Architecture & Urban Design	LL12	16/09/25
Rehabilitation Plan & Grass Seeding Notes, Revision C, prepared by Lark Landscape Architecture & Urban Design	LL15	16/09/25
Plant Schedule, Revision C, prepared by Lark Landscape Architecture & Urban Design	LL16	16/09/25

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

Land Use and Planning Controls

3. This approval allows for the use of the site for the following uses only:

- High Impact Industry - Expansion to silo manufacturing facility

4. The development shall generally operate only between the hours of 6.00am to 6.00pm, Mondays to Saturdays, and not at all on Sundays and public holidays. These operating hours are applicable for the use of the site.

5. No materials or goods associated with the development are to be displayed or stored within the car park or landscape areas, or outside the boundaries of the site.

Building and Site Design

6. All new buildings are to be set back at least 18 metres from the Haigs Road property boundary.

7. The colours and materials of the building are to be in generally in accordance with the existing character of the site.

Amenity and Environmental Controls

8. During the construction phase of the development, all wastes must be separated into recyclables (where possible) and landfill wastes, and disposed of at an approved Waste Management Facility.
9. All material shall be stored so as not to:
 - (a) Provide any harbourage or attraction for rates, mice or other vermin; or
 - (b) Provide a breeding place for mosquitoes; or
 - (c) Be unsightly
10. All outdoor storage areas identified as 'Proposed Gravel Area' on the approved plans are to be constructed using gravel hardstand.
11. The cleaning of plant, equipment and vehicles must be carried out in an area where wastewater can be suitably managed so as not to cause contaminants to release into waterways or overland flow paths.
12. All equipment, goods and materials must be located in a or screened from view from all roads, other public places and adjoining land by dense landscaping.
13. Any storage of flammable and/or combustible liquids must comply with the minor storage provision of Australian Standard AS1940 *The Storage and Handling of Flammable and Combustible Liquids*.
14. Any hazardous materials (e.g. oil and fuel) must be stored in a covered and bunded area.
15. Any liquid spills must be cleaned up as soon as practical and disposed of in an appropriate manner that ensures environmental harm does not occur. An appropriate spill kit for the management of wastes and hazardous liquids associated with the activity must be readily available at the site.
16. Trafficable areas within the approved place must be maintained using all reasonable and practicable measures necessary to minimise the release of windblown dust or traffic generated dust to the atmosphere. This includes the hardstand storage areas at the rear of the property.
17. All activities which may result in adverse environmental impacts must be carried out within the confines of the workshop.
18. Any fixed noise emitting device (e.g. compressor, generator) located outside the workshop must be placed within an acoustic enclosure.
19. The registered operator of an activity to which this approval relates must:
 - (a) install all measures, plant and equipment necessary to ensure compliance with the conditions of this approval; and
 - (b) maintain and operate such measures, plant and equipment in a proper and efficient condition and manner.
20. All complaints received must be investigated and relevant strategies implemented to remedy the problem. The complainant must be informed of the outcome of the investigation and any actions taken to avoid recurrence of the problem.
21. When requested by Council, an assessment, including monitoring and/or sampling must be undertaken by a suitably qualified person(s) to investigate any complaint of environmental nuisance (which in the opinion of an authorised person is not frivolous, vexatious nor based on mistaken belief), and the results of the assessment notified within 14 days of receipt to Council. This must be undertaken in accordance with any direction given by Council at the time.
22. If the results of the assessment indicate or where it is determined by an authorised person that environmental nuisance is being caused, you must:

- (a) address the complaint, including the use of appropriate dispute resolution if required; and
- (b) immediately implement abatement or control measures as recommended by a suitably qualified person and Council so that emissions from site activities do not result in further environmental nuisance.

23. The loading and/or unloading of delivery and other service vehicles (excluding general waste collection vehicles) is limited between the hours of 6.00am and 6.00pm, Monday to Saturday. No heavy vehicles must enter the development site outside these times to wait for unloading/loading.

24. Advertising Devices relating to the High Impact Industry use may **only** be erected on the subject land, i.e. Lot 32 M34673. The location, size, type and content of any advertising sign or device located on the land is to be compatible with the rural character of the surrounding area. No advertising signs or devices are to be located on any other land, unless all applicable approvals are obtained under the Planning Scheme and the relevant local laws. No advertising signs or devices are to be located within the road reserve.

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

26. Any fixed noise emitting device (e.g. compressor, generator) located outside the workshop must be placed within an acoustic enclosure.

27. A sufficient number of suitable waste receptacles must be provided on site at all times. Waste receptacles must be regularly serviced to prevent unsightly accumulations of waste or environmental harm being caused.

28. All regulated waste must be removed from the site by a regulated waste removal contractor authorised under the Environmental Protection Act 1994. The records for this disposal must be kept on site and be available for viewing by an authorised officer.

29. All wastes are to be suitably collected and disposed of so as not to adversely impact on the environment.

30. All waste generated in carrying out the activity must be lawfully reused, recycled or removed to a facility that can lawfully accept the waste.

31. The area shown as "Proposed Gravel" used for outdoor storage to the west of the proposed shed is to be remediated once the use of the land for High impact industry ceases or the need for the large outdoor storage area is no longer required. The land is to be remediated and rehabilitated to a level and productive capability similar to the directly surrounding land not used for the High impact industry in accordance with the approved Rehabilitation Plan. The top soil is to be replaced and placed on the area to a depth similar to that found in surrounding undisturbed areas.

Fencing, Landscaping and Buffers

32. All earthworks, including batters must be fully contained within the site.

33. Landscaped areas are to be provided on the site in accordance with the approved Landscape Plans.

34. All landscaped areas shall be planted and maintained in accordance with the approved Landscaping Plan.

Car Parking and Vehicle Access

35. The proposed new crossover and existing southern crossover are to be designed and constructed to a concrete industrial standard in accordance with Council's standard (Council's Development Engineer can provide details regarding Council's standard). Such entrance roadworks are to be concrete and are to include appropriate drainage works.

Note: approval for Minor Works – Works in a Road Reserve is required for any new access, or existing access that has not been previously approved.

36. At least 72 car parking spaces are to be provided on site. Provision is to be made for disabled parking.
37. The car park area is to be set back five (5) metres from the Haigs Road property boundary.
38. Car parking shall be provided on site in accordance with the approved plans. All car parking, driveway and loading areas shall be, line marked, drained, laid out and regularly maintained.
39. Install one R2-4 Regulatory Signs (NO ENTRY) at the central crossover points, erected one metre offset from the driveway and facing the opposite direction to the one-way flow, in accordance with the Manual for Uniform Traffic Control Devices (MUTCD).
40. Install two R2-17 Regulatory Sign (ONE WAY) within the light vehicle parking areas in accordance with directional marking shown on the approved plans, erected one metre offset from the driveway, in accordance with the Manual for Uniform Traffic Control Devices (MUTCD).
41. Road signage and pavement markings must be installed in accordance with *Australian Standard AS1742.1 "Manual of uniform traffic control devices"*.
42. All loading and unloading of goods related to the development must be carried out within the confines of the allotment's boundary. Under no circumstances will the loading or unloading of goods on the public roadway system or footpath be permitted.

Roadworks

43. The approved haul route for all heavy vehicles accessing the site must be via Haigs Road, north to South Street. No heavy vehicle access to or from the site is permitted south of the site or via unsealed roads.
44. Any roadworks and drainage works damaged during construction of the development are to be reinstated to the pre-existing condition, unless otherwise required by the Director Infrastructure Services.
45. The full width of the Haigs Road frontage is to be upgraded to Council's Rural Collector Standard, being a 6.0 metre seal on a 7.0 metre formation for the full frontage of the site.
The works are to include review of the existing road pavement and formation, and re-work where necessary to facilitate the necessary works and to ensure the performance of the completed road.

Stormwater Drainage

46. The proposed development must have a lawful point of discharge determined in accordance with the *Queensland Urban Drainage Manual* (QUDM). A stormwater management plan, including plans for any proposed stormwater infrastructure, may be required to demonstrate compliance with QUDM. Any required stormwater management plan must be prepared by a suitably qualified RPEQ and submitted for endorsement by Council prior to the commencement of the use.

For any proposed use where it cannot be satisfactorily demonstrated that storm-water associated with the use can be directed to the frontage kerb or alternative lawful point of discharge, an inter-allotment drainage system must be designed and constructed in accordance with QUDM.

Inter-allotment drainage systems and overland flow paths, including those affecting adjacent properties, must be wholly contained within easements. Easements are to have a minimum width of three (3) metres, and be provided to Council at no cost to Council.

Water Supply and Waste water

47. All sewage generated from this property must be disposed of by means of an on-site sewage facility (OSSF) in accordance with the AS/NZS 1547:2012 - *On-site Domestic Wastewater Management, Queensland Plumbing and Wastewater Code* and the *Standard Plumbing and Drainage Regulation 2003*.

Note: Any on-site wastewater system with a total daily peak design capacity of 21EP or more will require an Environmental Authority for Environmentally Relevant Activity 63 – Sewage Treatment.

48. Prior to the issue of building approval for any building, a report demonstrating that adequate provision has been made for the supply of water, including a drinking water supply, is to be submitted to and approved by Council's Planning Department. If water is to be supplied for the development from a spring/bore/dam on the site, written advice must be supplied from the Department of Resources that water may be lawfully supplied from that source. A water supply is to be provided in accordance with the approved report.

Electricity, Street Lighting and Telecommunications

49. Reticulated electricity connections must be provided to the proposed development to the standards of the relevant authorities.

Operational Works

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

Infrastructure Charges Notice

51. Payment is to be made to Council in accordance with the Infrastructure Charges Notice attached to the decision notice. If payment is made more than two years after the date of the Infrastructure Charges Notice, the charge will increase in line with the Road and Bridge Construction Index for Queensland.

Advisory Notes

- (i) Unless otherwise stated, all conditions of this approval are to be complied with to the satisfaction of the General Manager Communities, Planning & Environmental Services, prior to the use commencing, and then compliance maintained at all times while the use continues.
- (ii) Any proposal to increase the scale or intensity of the use on the subject land, that is assessable development under the Planning Scheme, would be subject to a separate application for assessment in accordance with the *Planning Act 2016* and would have to comply with the requirements of the Planning Scheme.
- (iii) It is your responsibility to notify Council when a development, or part of, is nearing completion and ready for commencement of the use. The commencement of use is when the Infrastructure Charges associated with your development are to be paid, unless paid earlier.
- (iv) It is encouraged that you arrange for a compliance inspection to be carried out prior to the use commencing. This will involve a physical inspection of the premises along with an internal audit of Council's records. Written advice will be provided for your records advising if compliance with the conditions has been achieved.
- (v) The General Environmental Duty under the *Environmental Protection Act 1994* prohibits unlawful environmental nuisance caused by noise, aerosols, particles dust, ash, fumes, light, odour or smoke, beyond the boundaries of the property during all stages of the development including earthworks, construction and operation.
- (vi) Any storage of flammable and/or combustible liquids must comply with the minor storage provision of Australian Standard AS1940 *The Storage and Handling of Flammable and Combustible Liquids*.
- (vii) **Plumbing and Drainage Approval is to be obtained** in accordance with the *Plumbing and Drainage Act 2018* for the proposed plumbing and drainage works. The application for Plumbing and Drainage approval must be submitted to Council with the appropriate **forms, plans and fees** associated with this application. A **Certificate of Compliance must be issued** for the works prior to the use commencing.

(viii) **Building Approval is to be obtained** for a Class 8 in accordance with the *Planning Act 2016* for the proposed building work. The building application must be submitted to a Building Certifier with the appropriate **forms, plans and fees** associated with this application. The building plans are to accord with the plans approved in this approval. The building is to be constructed in accordance with the Building Approval prior to the commencement of the use. A **Form 11 (Certificate of Classification) must be issued for the building works prior to the use commencing.**

(ix) The applicant is to permit Council officers access to the site in accordance with the powers of entry provisions of the *Local Government Act 2009*, subject to 48 hours notice and reasonable security and health restrictions on access, so as to ensure the use is being conducted in accordance with the conditions of the approval.

(x) The supply of water for human consumption, food preparation, food utensil washing or personal hygiene, including the supply of water for drinking water, showers, baths, hand basin and kitchen sinks, must be connected to a drinking water supply, in accordance with the *Plumbing Code of Australia* and the *Australian Drinking Water Quality Guidelines* produced by the *National Health and Medical Research*.

(xi) The Flood hazard overlay is based on a 1% Annual Exceedance Probability (AEP) flood event. An event of this size may occur, on average, once every 100 years, however it may occur more frequently. Flood events may also be larger than the 1% AEP and therefore areas located outside of the overlay are not guaranteed of flood immunity.

(xii) Prior to constructing or upgrading an access, an application must be submitted and approved by Council for a permit under Local Law No. 1 (Administration) 2011 and Subordinate Local Law No. 1.15 (Carrying Out Works on a Road or Interfering with a Road or its Operation) 2011.

(xiii) A Development Permit for Operational Works associated with the development must be obtained in accordance with the *Planning Act 2016*. This application must be submitted with the following:

- DA Form 1;
- The relevant fee in accordance with Council's Schedule of General Fees and Charges;
- Detailed design drawings, schedules and specifications for all Operational Works, certified by a Registered Professional Engineer in Queensland (RPEQ);
- A car parking plan showing the location and dimension of all parking areas, details of the proposed pavement treatment, and full engineering specifications of layout, construction, sealing, drainage and line marking;
- A plan showing ingress and egress wheel and swept turning paths;
- A Stormwater Management Plan;
- An Erosion and Sediment Control Plan;

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

(xiv) An Erosion and Sediment Control Plan (ESCP) must be submitted for approval with the application for Operational Works. The ESCP must demonstrate that release of sediment-laden stormwater is avoided for the nominated design storm, and minimised when the nominated design storm is exceeded, by addressing the objectives in Table A (Construction phase - stormwater management design objectives) in Appendix 2 of the State Planning Policy for drainage control, erosion control, sediment control and water quality outcomes.

(xv) Site works must be constructed such that they do not, at any time, in any way restrict, impair or change the natural flow of runoff water, or cause a nuisance or worsening to adjoining properties or infrastructure.

- (xvi) A Development Permit for Operational Works and Compliance Permit for Plumbing and Drainage Works should be obtained prior to the issue of a Development Permit for Building Works.
- (xvii) All engineering drawings/specifications, design and construction works must be in accordance with the requirements of the relevant *Australian Standards* and must be approved, supervised and certified by a Registered Professional Engineer of Queensland.

Telecommunications in New Developments

- (xviii) For information for developers and owner builders, on important Commonwealth telecommunication rules that need to be complied with, visit www.infrastructure.gov.au/tind

Aboriginal Cultural Heritage

- (xix) All reasonable and practicable measures must be taken to ensure that no harm is caused to Aboriginal cultural heritage (the “cultural heritage duty of care”). The cultural heritage duty of care is met if the development is conducted in accordance with gazetted cultural heritage duty of care guidelines. Further information on cultural heritage, together with a copy of the duty of care guidelines and cultural heritage search forms, may be obtained from www.datsip.qld.gov.au

Schedule 2 – Department of Housing, Local Government, Planning and Public Works’ conditions as a Concurrence agency

Nil



SARA reference: 2506-46373 SRA
 Council reference: OL:OL/MCU/02674
 Applicant reference: 2024-319

7 July 2025

Chief Executive Officer
 Southern Downs Regional Council
 PO Box 26
 WARWICK QLD 4370
 mail@sdrc.qld.gov.au

Attention: Tonya Collier

Dear Ms Collier

SARA referral agency response—Haigs Road, Allora

(Referral agency response given under section 56 of the *Planning Act 2016*)

The development application described below was confirmed as properly referred by the State Assessment and Referral Agency (SARA) on 4 June 2025.

Response

Outcome: Referral agency response - No requirements
 Under section 56(1)(a) of the *Planning Act 2016*, SARA advises it has no requirements relating to the application.

Date of response: 7 July 2025

Advice: Advice to the applicant is in **Attachment 1**

Reasons: The reasons for the referral agency response are in **Attachment 2**

Development details

Description:	Development permit	Material Change of Use - High impact industry (expansion to silo manufacturing facility)
SARA role:	Referral agency	
SARA trigger:	Schedule 10, part 9, division 4, subdivision 1, table 1, item 1 (Planning Regulation 2017) - Development impacting on state transport infrastructure	
SARA reference:	2506-46373 SRA	
Assessment manager:	Southern Downs Regional Council	

Darling Downs South West regional office
 128 Margaret Street, Toowoomba
 PO Box 825, Toowoomba QLD 4350

Street address: Haigs Road, Allora
Real property description: Lot 32 on M34673
Applicant name: Satake Australia Pty Ltd
Applicant contact details: PO Box 3038 Toowoomba QLD 4350
james@precinctplan.com.au
Human Rights Act 2019 considerations: A consideration of the 23 fundamental human rights protected under the Human Right Act 2019 has been undertaken as part of this decision. It has been determined that this decision does not limit human rights

Representations

An applicant may make representations to a concurrence agency, at any time before the application is decided, about changing a matter in the referral agency response (section 30 Development Assessment Rules).

Copies of the relevant provisions are in **Attachment 3**.

A copy of this response has been sent to the applicant for their information.

For further information please contact Malcolm McDowell, Planning Officer, on (07) 3452 6897 or via email ToowoombaSARA@dsdlgp.qld.gov.au who will be pleased to assist.

Yours sincerely



Paul Gleeson
A/Manager

cc Satake Australia Pty Ltd, james@precinctplan.com.au

enc Attachment 1 - Advice to the applicant
Attachment 2 - Reasons for referral agency response
Attachment 3 - Representations about a referral agency response provisions

Attachment 1—Advice to the applicant

General advice	
1.	Terms and phrases used in this document are defined in the <i>Planning Act 2016</i> its regulation or the State Development Assessment Provisions (SDAP), (version 3.2). If a word remains undefined it has its ordinary meaning.

Attachment 2—Reasons for referral agency response

(Given under section 58(7) of the Planning Act 2016)

The reasons for SARA's decision are:

The development complies with State Code 6: Protection of state transport networks. Specifically, the development:

- does not create a safety hazard for users of a state-controlled road
- does not result in a worsening of the physical condition or operating performance of state-controlled roads and the surrounding road network
- does not compromise the state's ability to construct, or significantly increase the cost to construct state-controlled roads and future state-controlled roads
- does not compromise the state's ability to maintain and operate state-controlled roads or significantly increase the cost to maintain and operate state-controlled roads.

Material used in the assessment of the application:

- the development application material and submitted plans
- Planning Act 2016
- Planning Regulation 2017
- the SDAP, version 3.2, as published by SARA
- the Development Assessment Rules
- SARA DA Mapping system
- Section 58 of the Human Rights Act 2019.

Attachment 3—Representations about a referral agency response provisions

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ATTACHMENTS

Nil

15.4 Southern Downs Youth Council

Document Information

 Southern Downs REGIONAL COUNCIL	Report To: Ordinary Council Meeting	
	Reporting Officer: Manager Community & Customer Services	Meeting Date: 17 December 2025
		ECM Function No/s:

Recommendation

THAT Council:

1. Receive the minutes from the Southern Downs Youth Council meeting held on the 23 October 2025.
2. Note the following 2025 Southern Downs Youth Council projects:
 - a. Youth Creative Arts Development Project
 - b. Southern Downs Super Courts
 - c. Teen Mental Health
 - d. Biosecurity Avengers
3. Note the request that the projects are further developed by the 2026 Southern Downs Youth Council when appointed.
4. Note that these projects, feasibility and budget implications will be discussed with Councillors as part of the 2026/27 Budget Process.

REPORT

Background

The Southern Downs Youth Council (SDYC) aims to represent the voice of young people who live, work, study or volunteer in the Southern Downs region providing opportunities to:

- develop a better understanding of the role and function of local government, our community and local issues
- 'have a voice' - raise issues, exchange ideas, discuss community issues, provide input into Council planning, programs and services and influence local government decision-making processes
- have genuine and regular communication about issues that are important to them directly with Council.

Report

SDYC is a one-year program for Year 10 students. The SDYC meets five times throughout the year with one induction workshop and one official meeting per school term.

To increase understanding of what Councils do, and do not do, the 2025 SDYC worked in groups with Councillor mentors and staff members to create ideas to benefit the region's youth and

broader community. They then worked to refine their ideas into preliminary project plans considering a range of matters such as community consultation, design, locations, approvals, budgets, milestones and marketing. These projects were presented to Council by the groups and are now ready for further work by the 2026 SDYC when appointed.

The 2025 SDYC met for the last session of the program on 23 October 2025. The minutes from this session note:

- The SDYC's request to observe their projects being considered by Council at the December Ordinary Council Meeting was supported by Councillors in attendance.

Conclusion/Summary

The minutes and feedback from the participants pointed to a range of changes that can strengthen the experience for the 2026 participants including better communication as a key element. Moving forward strengthening the mentoring and some training in project management for participants will assist in continually improving the Youth Council experience in 2026 and to the completion of the identified project initiatives.

FINANCIAL IMPLICATIONS

The 2025/2026 budget includes \$7,500 for Youth Development.

RISK AND OPPORTUNITY

Risk

Southern Downs High Schools do not want to participate in the Youth Council Program.

Opportunity

SDYC Program is a conduit for input into Council activities and decisions from young people within the region.

COMMUNITY ENGAGEMENT

Internal Consultation

Ordinary Council Meetings
Cr Harslett – Portfolio Councillor
Council Staff
Council Information Session 3 December 2025

External Consultation

Southern Downs Schools

LEGAL / POLICY

Legislation / Local Law

Local Government Act 2009

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.

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.

Goal 4 Our Performance

Outcome: 4.5 We have genuine and effective partnerships.

Objective: 4.5.2 We use a range of advocacy, engagement and communication methods that suit the issue or initiative we are advocating for.

Policy / Strategy

PL-CS077 – Southern Downs Youth Policy

Legal

There appears to be no legal issues associated with this report.

HUMAN RIGHTS

A Human Rights assessment has been undertaken.

ATTACHMENTS

1. Southern Downs Youth Council Meeting Minutes 23 October 2025 [⬇](#)



SOUTHERN DOWNS YOUTH COUNCIL MINUTES

23 OCTOBER 2025

STANTHORPE CIVIC CENTRE



SOUTHERN DOWNS YOUTH COUNCIL MINUTES | 23 OCTOBER 2025



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1 PRESENT

Youth Council Membership:

Assumption College Warwick – Ella Winfield and Samuel Black
Killarney P-10 State School – Emalee Sakrewski
Scots PGC – Victoria Quach and Isobel Lewis
Stanthorpe State High School – Bailey Cosmo and Ava Hobba
St Joseph's School – Chloe Searle and William Roberts
Warwick Christian College – Jackson Gay, Haylee Stone and Alison Hughes
Warwick State High School – Mary Fraser & Bonnie Sims

Observers:

Southern Downs Regional Council – Mayor, Cr Melissa Hamilton
Southern Downs Regional Council – Deputy Mayor, Cr Sheryl Windle
Southern Downs Regional Council – Cr Morwenna Harslett
Southern Downs Regional Council – Cr Sarah Deane
Southern Downs Regional Council – Cr Carla Pidgeon
Southern Downs Regional Council – Michael Bell (Manager Community Resilience)
Southern Downs Regional Council – Maggi Stanley (Manager Community & Customer Service)
Southern Downs Regional Council – Sue Organ (Minute Secretary)
Southern Downs Regional Council – Vivien Long (Marketing Officer)
Southern Downs Regional Council – Nicole Collett (Manager Environmental Services)
headspace Warwick – Chris Burt (Medicare Mental Health Centre Warwick)

Killarney P-10 State School – Natalie McCauley (Teacher)
Warwick Christian College – Sheridan Williams (Teacher)
Warwick State High School – Leanne Waples (Teacher)

2 APOLOGIES

Southern Downs Regional Council – Brooke Dowie (Management Accountant)
Southern Downs Regional Council – Jon Charles (Manager Assets, Spatial & Projects)
Southern Downs Regional Council – Amanda Booy (Community Development Officer)
headspace Warwick – Julie Black (Community Engagement and Awareness Officer & Administration Officer)
Allora P-10 State School – Matilda Rees and Orry Gilmore
Assumption College Warwick – April Nelson
School of Total Education (SOTE) – Taylor Zagata
Warwick Christian College – Jamie Reynolds

3 TOUR OF STANTHORPE COUNCIL CHAMBERS

The Youth Council were taken to the Stanthorpe Council Chambers for a tour prior to giving their presentations to Council.

4 PROJECT PRESENTATIONS TO COUNCIL

1. **Inspired Youth – Youth Creative Arts Development Project – Attachment 1**
2. **Liveable Youth – Southern Downs Super Courts – Attachment 2**
3. **Healthy Youth – Teen Mental Health – Attachment 3**



4. Productive Youth – Biosecurity Avengers – Attachment 4

5 EVALUATION OF 2025 YOUTH COUNCIL PROGRAM

After the group presentations, the students were provided with an Evaluation Form to complete. Overall feedback was received from thirteen (13) out of nineteen (19) students. Five students were absent from the final meeting and one (1) evaluation form was left blank.

Three (3) students said that they strongly agreed and were satisfied with the 2025 Youth Council Program, seven (7) said they agreed and three (3) were neither satisfied or dissatisfied with the program.

Four (4) students strongly agreed that the Youth Council Program was relevant to their interests and needs. Six (6) students agreed and three (3) students were neutral.

Nine (9) students strongly agreed that the facilitators were engaging and supportive. Two (2) students agreed, one (1) was neutral and one (1) strongly disagreed.

Two (2) students strongly agreed that the Youth Council Program encouraged their active participation. Six (6) students agreed, four (4) students were neutral and one (1) student strongly disagreed that the program encouraged their active participation.

Four (4) students strongly agreed that they acquired skills and/or knowledge throughout the year. Four (4) students agreed, four (4) were neutral and one (1) student strongly disagreed that they acquired skills and/or knowledge.

Five (5) students said they were very likely to recommend the Youth Council Program to a friend or peer. Five (5) students said they were likely to recommend the program and three (3) students were neutral.

When asked what aspects of the Youth Council Program the students found most valuable their responses included:

- Getting to know fellow Youth Council members
- Hands-on activities
- Group project work
- Mentorship sessions with Councillors

The students were asked more specific questions about the 2025 program and their answers are as follows:

What did you most enjoy about the 2025 Youth Council Program?

- Working with the group on the sporting groups project.
- Creating new friendships.
- Being able to work collaboratively with other members of the Youth Council.
- People, food and group work.
- Learning new ideas.
- Working with people on a more personal level and meeting more people that I will happily call my friends in the future.
- The food, the group idea (mental health) and the day off school.
- Being involved from start to finish.



- Getting to know like-minded people.
- Pushed out of comfort zone.
- Good food.
- Networking.
- Meeting new people.
- Working in a group.
- Hand's on work.
- Opportunity to express my ideas and thoughts free of judgement and being able to see the direct effects of them.
- Meeting people and connecting with other schools.

What did you enjoy the least about the program?

- Lack of support from my school. I believe certain staff from the selected schools should attend the meetings.
- Lack of support from my school, not getting involved with surveys/questions.
- Sometimes group work was challenging – depending on the group.
- There wasn't anything that I didn't enjoy about the Youth Council.
- The group (everyone knew each other except me).
- Limited communication from groups.
- Michael's jokes
- School not getting behind the group.
- A lot of pressure to bring together projects.
- Not enough sessions.
- The meetings were short and far apart.
- Hard to communicate within the groups.
- Lack of communication methods offered by Council.
- Lack of support using the communication methods.
- The stress of creating an idea and following through with it all while doing school work as well.

What suggestions do you have to improve the program?

- More choices for overall theme of group projects.
- More sessions.
- Full day meetings.
- Encourage group communication early.
- More sessions and full day meetings.
- Schools making sure the other members of the group show up.
- More freedom choosing what your pitch is on (not having pre-set options).
- More open communication within the groups.
- More ice-breakers.
- Pushing us more to interact with each other.
- Make sure groups have at least one person from the same school if there are more than two Youth Councillors.
- Make sure the selected members actually want to be involved.



- All day meetings.
- Actual staff from school be involved in the process rather than students having to coordinate by themselves.
- Make sure they are youth related.
- Succession Plan.
- Offer better communication method for students in order to provide more organisation within the groups.
- Better communication systems.
- Be more organised and plan for unforeseen circumstances.

Other comments?

- Everything was fantastic.
- It was spectacular and I am very happy that I did this.
- Thank you for being amazing.
- Beneficial being able to attend the Citizenship Ceremony.
- Enjoyed being involved in community events such as the Domestic and Family Violence Peace Walk.

The teachers present on the day were also asked to provide their feedback. Below is a summary:

- Not a full Council representation at the presentations.
- Communications between the groups did not work outside of the Youth Council meetings.
- New social media laws coming into effect on 10 December 2025, introducing a minimum age framework that prohibits individuals under 16 years from having accounts on age-restricted platforms.
- The process this year has been meaningful and continuous as opposed to previous years where each meeting has been its own entity.
- Experience of presenting to Council was good.
- Include more ice-breakers.
- Finish meeting at 2pm instead of 12.45pm.
- Congratulations to all students.
- It was clear which groups communicated in between meetings and which did not.

Discussions took place around introducing year 9 students towards the end of the year to take into account succession planning. It was agreed by the teachers that it would be better to invite the 2025 Youth Council group back to the first meeting of 2026 to allow for a handover of the projects, once a decision was made by Council.

The teachers were thanked for their continuous support of the Southern Downs Youth Council program and for their feedback.

6 GIFT PRESENTATIONS & THANK YOU

The Mayor Melissa Hamilton, Deputy Mayor Sheryl Windle, Cr Harslett, Cr Deane and Cr Pidgeon presented each of the students with a Certificate of Recognition, a book and a gift certificate as Council's appreciation for their commitment to the 2025 Youth Council Program.



7 SUMMARY

Cr Harslett thanked the group for their presentations today and for committing to their projects throughout the year. All of the presentations were different and each one was very unique. Cr Harslett said she was impressed with how the groups presented considering a number of group members were absent. It was great to see the groups acknowledge the contributions of their team members even though they were not present. It was also impressive to see that the Risk Assessments for each project were really well done. It was agreed that better communication is required between group members during the year, so there is time to conduct a final run through prior to the presentations.

Cr Windle congratulated the students on an excellent job with their presentations. It was really good to see each group member had the opportunity to speak and everyone articulated what they were asking from Council. The students should be very proud of themselves.

Cr Deane thanked her group for being so open, honest and vulnerable. Their presentation was full of raw emotion and their slides were very clear. They did a great job and adapted well considering half of their team members were absent.

Cr Pidgeon enjoyed seeing the students involve the Councillors in their presentations. Their projection was good and what they were discussing was very clear. The group was very confident and overall, it was a brilliant presentation.

8 CLOSURE

The students asked to be notified when the Council Report goes to the Council meeting so they can watch the live stream meeting.

The meeting closed at 12.20pm followed by lunch.

15.5 Southern Downs Planning Scheme

Document Information

 Southern Downs REGIONAL COUNCIL	Report To: Ordinary Council Meeting	
Reporting Officer:	Meeting Date: 17 December 2025	
Manager Planning and Development	ECM Function No/s:	

Recommendation

THAT Council:

1. receives the Draft Southern Downs Planning Scheme Consultation Report;
2. endorse progressing the revised Draft Southern Downs Planning Scheme, and a Submissions Report to the Minister seeking approval to adopt the revised Draft Southern Downs Planning Scheme;
3. endorse progressing the revised Local Government Infrastructure Plan to the Minister seeking approval to adopt the revised Local Government Infrastructure Plan within the Draft Southern Downs Planning Scheme;
4. decide to make a Planning Scheme Policy to support the Draft Southern Downs Planning Scheme in accordance with Chapter 3 of the Minister's Guidelines and Rules
5. note responses will be provided to each submitter;
6. delegate to the Chief Executive Officer the power to undertake all necessary steps under the Minister's Guidelines and Rules to progress the revised Draft Southern Downs Planning Scheme to formal adoption and commencement.

REPORT

Background

The initial phase of community engagement, to assist in preparing the strategic direction for the new Planning Scheme was undertaken between November 2021 and January 2022. This initial round of engagement included the development of a dedicated website, Interactive map, postcards sent to every Southern Downs household, survey, pop-up listening posts, open house drop-in events, Innovative ideas competition, one-on-one meetings, development industry workshop, tourism workshop, intensive agriculture industry workshop, and a number of internal Council officer workshops.

In addition, three focused workshops and a number of Information Sessions have been held with Councillors and a workshop with the Shaping Southern Downs Advisory Committee.

A copy of the Stage 1 Engagement Report has been made available to Councillors.

A draft of the Southern Downs Planning Scheme, version 6, was been prepared to align with the intial phase of community engagement and the supporting documents. On 24 May 2023 Council resolved to send the draft to the State Government for first state interest review.

On 18 February 2025 Council received correspondence outlining that the version submitted on 23 September 2024 (the final draft responding to all information requests) could proceed to public engagement, subject to conditions.

Formal public notification of the draft Planning Scheme commenced on Monday, 28 July 2025 and concluded on Friday, 19 September 2025.

Report

The purpose of this report is for Council to consider the responses to the submissions received as part of the engagement undertaken in relation to the Draft Southern Downs Planning Scheme.

Further, this report is seeking Council to endorse the amended Draft Southern Downs Planning Scheme for the purposes of seeking Ministerial approval to adopt and commence use of the Southern Downs Planning Scheme as required by the *Planning Act 2016*.

On 24 May 2023, Council resolved to adopt the Draft Southern Downs Planning Scheme for State Interest Review. State Interest Review is a legislated process whereby the Department of State Development, Infrastructure and Planning (DSDIP) undertakes and coordinates a comprehensive review of the scheme to ensure that the State Interests, as outlined in the State Planning Policy, are appropriately reflected in the scheme. State Interests identified under the State Planning Policy are as follows:

- Liveable communities and housing
 - Housing supply and diversity
 - Liveable communities
- Economic growth
 - Agriculture
 - Development and construction
 - Mining and extractive resources
 - Tourism
- Environment and heritage
 - Biodiversity
 - Coastal environment
 - Cultural heritage
 - Water quality
- Safety and resilience to hazards
 - Emissions and hazardous activities
 - Natural hazards, risk and resilience
- Infrastructure
 - Energy and water supply

- Infrastructure integration
- Transport infrastructure
- Strategic airports and aviation facilities
- Strategic ports

Council Officers worked closely with the DSDILGP staff in relation the State Interest Review process and received conditional approval from the Director-General of the Department State Development, Infrastructure and Planning on 18 February 2025 to undertake community engagement of the scheme.

Under the *Planning Act 2016*, Council is required to publicly notify the scheme for 40 business days, which was undertaken from 28 July to 19 September 2025.

The communication strategy was built around a methodology of Council going to the community to authentically engage and receive feedback on the scheme. It was clearly outlined to the community that Council was seeking suggestions and edits to the draft scheme, as it was a genuine commitment to authentically engage and listen to feedback, both positive and constructive.

During the period of community engagement, Council officers ensured that Council's presence was wide reaching to ensure that engagement could occur with as many members of the community as possible. Key outcomes from the engagement are as follows:

- 285 submissions received, with the key themes identified as follows:
 - Properties adjoining a property on the Local Heritage Register being included in the Heritage overlay – and only mapping buildings/ overhangs not whole property in the Rural zone.
 - Zoning and ensuring there is sufficient land zoned for the 10-year horizon.
 - Ability to subdivide and realign land in Rural zone where not viable for rural protection.
 - Source of the Pikedale Extractive resources overlay and currency.
 - Green dots (Natural corridors and linkages) in the Strategic framework - source and currency.
 - Need to progress an e scheme – a pdf is hard to navigate for professionals and the public
 - Potential need to integrate the multiple rural issues into a single strategy – agricultural land issues, B Double routes, pest management, biodiversity etc.
 - Infrastructure servicing, including capacity and expected level of treatment in new estates.
- 7,000+ webpage visitors
- 1,000+ verbal conversations
- 443+ email responses provided
- 170+ phone calls responded to

- Five focus groups held, for the following groups, with 55 attendees:
 - Communities
 - Real estate, development and construction
 - Agriculture and Rural industry
 - Business and tourism
 - Emerging Leaders
- 13 Information sessions held, engaging with over 880 people. Information sessions were held at:
 - Stanthorpe Civic Centre
 - Warwick Town Hall
 - Warwick Bunnings
 - Killarney Co-Op
 - Allora Community Hall
 - Wallangarra Community Hall
 - Dalveen Community Hall
 - Stanthorpe Piazza
 - Bicentennial Park, Yangan
 - Rose City Shopping Centre, Warwick
 - Maryvale Community Hall
 - Park adjoining CWA Hall, Leyburn
 - SDRC Administration Office, Warwick
- 50 stakeholder meetings, which included one-on-one or group sessions.
- 10+ local businesses supported throughout the community engagement.

Review of submissions

Four (4) Councillor Information Sessions have been held with Councillors in relation to the submissions received. These workshops have provided Council Officers with the opportunity to brief Councillors on the matters raised by submitters and how submissions could be dealt with. Council has then adopted policy positions on the matters, considered on 15 October and 19 November 2025. Subsequently the following resolutions have been made:

- Item 17.3 from the Ordinary Council Meeting held on 15 October 2025.
- Item 17.1 from the Ordinary Council Meeting held on 19 November 2025.

A Submissions Report that comprehensively outlines the matters raised in the submissions and Council's proposed response to the submission has been prepared. It is intended that Council Officers will provide responses to submitters by Close of Business on 24 December 2025.

It should be noted that 87 of the submissions received on the scheme included feedback on the Heritage overlay. This feedback is related to the mapping of the properties adjoining a place on the Local Heritage Register.

The community has asked Council to reconsider its approach to the Heritage overlay in relation to the inclusion of adjoining properties. Council is supportive of the removal of the adjoining properties from the Heritage overlay. Whilst there has been a change in relation to the properties adjacent to heritage listed buildings, in terms of the *Minister's Guidelines and Rules*, the new Heritage overlay will be not be considered significantly different and therefore will not necessitate the need for further community consultation.

It is important to note that there have been no changes to the Local Heritage Register, the mapping of the properties identified on the register has continued, with clear identification of properties that are also included on the State Heritage Register. The clarification provided by the change is the removal of the adjoining properties from the mapping, i.e. the Heritage overlay.

The amended Draft Southern Downs Planning Scheme will be forwarded to the Minister by close of business on 24 December 2025.

As per the *Ministers Rules and Guidelines* all submissions have been considered. Where the officers have recommended a change or the submission requires discussion as it affects the planning policy intent, those matters have been discussed. A range of other matters have also been raised in the submissions that fall outside of the planning scheme framework such as road upgrades, maintenance, rates, local laws and other matters that are operational such as development assessment timeframes.

Planning Scheme Policy

A planning scheme policy provides additional information and guidance on a variety of local planning matters including:

- how to satisfy planning scheme assessment benchmarks (requirements)
- content requirements and methodology for preparing technical reports and plans
- technical and engineering standards
- procedures and responsibilities

A planning scheme policy forms part of a planning scheme but it must provide guidance only and not contain assessment benchmarks itself.

Current planning scheme has the following planning scheme policies:-

- Carpark construction
- Off street carparking

The Draft planning scheme was advertised with the current planning scheme policies however reference was made to a new planning scheme policy - *Planning Scheme Policy 3: Engineering Design Manual*. The planning scheme policy itself was not part of the advertised version of the scheme.

As per *Ministers Rules and Guidelines* any new or amended planning scheme policy must undergo a public notification period of at least 20 business days. A planning scheme policy does not require the Ministers review first. Planning Scheme Policy 3 will be required to be notified prior to and then adopted at the same time as the new planning scheme.

A draft Planning Scheme Policy 3 – Engineering Design Manual has been prepared. The draft Planning Scheme Policy includes technical design guidance for Council infrastructure networks including stormwater, water, wastewater, roads, public lighting and footpaths.

The draft Planning Scheme Policy aims to provide a consistent approach to infrastructure standards in relation to development.

The draft Planning Scheme Policy is being presented to Council for formal endorsement for the making of and proceeding to community comment. The consultation will however not commence until mid-January or February with targeted consultation with industry.

Conclusion/Summary

The community engagement in relation to the draft planning scheme was undertaken from 28 July until 19 September 2025. 285 submissions were received, with the matters raised in the submissions being discussed at the Councillor Information Sessions held on 1 October, 29 October, 5 November and 3 December 2025.

A Submissions Report that comprehensively outlines the matters raised in the submissions and Council's proposed response to the submission has been prepared. It is intended that Council Officers will provide responses to submitters by Close of Business on 24 December 2025.

One of the key elements raised in the submissions related to the Heritage overlay. The community asked Council to reconsider its approach to the Heritage overlay in relation to the inclusion of adjoining properties. Council is supportive of the removal of the adjoining properties from the Heritage overlay.

A draft Planning Scheme Policy 3 – Engineering Design Manual has been prepared. The draft Planning Scheme Policy will provide clarity on the infrastructure standards required for development. This draft policy will require community engagement to be undertaken prior to adoption.

The key highlights of the draft Planning Scheme can be summarised as follows:

- Changes to zoning to reflect updated land use plans and growth projections, including residential areas in Allora, Ballandean, Dalveen, Killarney, Leyburn, Mount Colliery, Stanthorpe, Warwick, and industry area in Allora and Killarney.
- Increase in density and a reduction in the minimum lot size within the Low density residential zone and Medium density residential zone.
- Improved opportunities for subdividing residential land within the Rosenthal Heights area.
- Rural residential subdivisions no longer require reticulated water; with kerb and channel only required for stormwater management.
- Increased protection of Intensive animal industries across the region and alignment of the State Government thresholds for Intensive animal industries with the levels of assessment within the Rural zone.
- Encouragement of agri-tourism and nature based development, and enabling lawful tourism uses to establish a food and drink outlet through a simpler application process.
- Support for the removal of properties adjoining a place on the Local Heritage Register from the Heritage overlay.

The amended Draft Southern Downs Planning Scheme will be forwarded to the Minister by close of business on 24 December 2025.

FINANCIAL IMPLICATIONS

Budget allocation has been provided for the development of the new planning scheme, in addition to Council officers.

RISK AND OPPORTUNITY

Risk

Delay in the progression of the new Planning Scheme if a resolution is not made to seek approval from the Minister to adopt the revised Draft Southern Downs Planning Scheme.

Ensure appropriate alignment with the community sentiments which have been provided through the engagement process.

Opportunity

Progression of the draft Planning Scheme in considering the submissions received, to move to the State Interest Review process.

COMMUNITY ENGAGEMENT

Internal Consultation

As part of the Stage 1 engagement, internal Council Officer workshops were held at both the Stanthorpe and Warwick depots and administration buildings. This engagement was advertised to and open to all Council staff.

All Council staff were notified of the formal engagement undertaken between 28 July and 19 September 2025 through multiple articles within the circulating staff newsletter, as well as directly where necessary. Internal briefings were provided to relevant Council staff ahead of the formal engagement beginning.

There have been presentations to the following Councillor Information Sessions in relation to the policy and proposed changes:

- 20 January 2020
- 17 March 2021
- 29 September 2021
- 2 February 2022
- 16 February 2022
- 20 July 2022
- 10 October 2022
- 16 August 2023
- 3 April 2024

- 10 April 2024
- 9 May 2024
- 29 May 2024
- 5 June 2024
- 14 August 2024
- 21 August 2024
- 30 October 2024
- 13 November 2024
- 26 February 2025
- 7 May 2025
- 2 July 2025
- 6 August 2025
- 27 August 2025
- 3 September 2025
- 17 September 2025
- 24 September 2025
- 1 October 2025
- 29 October 2025
- 5 November 2025, and
- 3 December 2025.

External Consultation

Community and stakeholder engagement was undertaken over a seven-week period from Wednesday 3 November to Monday 20 December 2021 as part of the Stage 1 engagement for the new Planning Scheme. This engagement broadly sought the views of current residents, workers, the Shaping Southern Downs Advisory Committee and industry representatives on their key issues, opportunities and aspirations for the region to inform the strategic framework for the new planning scheme. The campaign involved targeted, online and broad community communication and engagement activities.

Formal public notification of the draft Planning Scheme commenced on Monday, 28 July 2025 and concluded on Friday, 19 September 2025, in accordance with the Ministers Guidelines and Rules.

LEGAL / POLICY

Legislation / Local Law

Planning Act 2016

Planning Regulation 2017

Ministers Guidelines and Rules

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.

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.

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

Southern Downs Planning Scheme, v5 and draft

Legal

There appears to be no legal issues associated with this report.

HUMAN RIGHTS

A Human Rights assessment has been undertaken.

ATTACHMENTS

1. Draft Southern Downs Planning Scheme Consultation Report [↓](#)
2. Summary of submissions [↓](#)



Draft Southern Downs Planning Scheme Consultation Report

28 July – 19 September 2025

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Purpose of this report



This report, together with the Submissions Report, has been prepared by Southern Downs Regional Council in accordance with the Minister's Guidelines and Rules (MGR), under the *Planning Act 2016 (the Act)*.

The purpose of this report is to:

1. Summarise the activities and outcomes of public consultation of the draft Southern Downs Planning Scheme undertaken between 28 July and 19 September 2005
2. Outline the matters raised in submissions for the draft Southern Downs Planning Scheme
3. Provide information about the proposed changes to the draft Southern Downs Planning Scheme made in response to submissions
4. These reports will form part of Council's submission to the Minister for State Development, Manufacturing, Infrastructure and Planning seeking approval to adopt the draft Southern Downs Planning Scheme

“Planning schemes are more than just zoning maps—they are about shaping the kind of communities we want to live in. It’s time for the Southern Downs to have a planning scheme that helps us to realise our amazing potential and makes it easier to live, work, play and invest here”

Southern Downs Mayor Melissa Hamilton



Legislative requirement

Public Notice

Proposed Southern Downs Planning Scheme (version 6)
and Local Government Infrastructure Plan
Notice of public consultation

Southern Downs Regional Council provides notice of public consultation on the proposed Southern Downs Planning Scheme (version 6) (proposed planning scheme) which includes a new proposed Local Government Infrastructure Plan (proposed LGIP). The proposed planning scheme including the proposed LGIP has been prepared in accordance with the Planning Act 2016 and the Minister's Guidelines and Rules 2024 and will be subject to public consultation from Monday, 28 July 2025 to Friday, 19 September 2025 (inclusive).

If ultimately adopted by Council, the proposed planning scheme including the proposed LGIP will replace the current Southern Downs Regional Council Planning Scheme (version 5) and current Local Government Infrastructure Plan. The proposed planning scheme including the proposed LGIP will apply to the whole of the Southern Downs Regional Council's local government area.

The purpose and general effect of the proposed planning scheme including the proposed LGIP is to advance the purpose of the Planning Act 2016 by setting out a framework to shape and manage future development outcomes in the planning scheme area. The proposed LGIP amends the Priority Infrastructure Area, Schedule of Works and Desired Standards of Service.

During the consultation period, the proposed planning scheme including the proposed LGIP can be:

- viewed on Council's website: <http://haveyoursay.sdrq.qld.gov.au/draft-southern-downs-planning-scheme>; and
- viewed or purchased at:
Warwick Administration Building, 64 Fitzroy Street, Warwick;
Stanhope Administration Building, 61 Marsh Street, Stanthorpe;
- viewed or purchased at the Allora Office & Library, 78 Herbert Street, Allora from 1pm Monday 4 August following the reopening of the library at its new site.

Any person may make a 'properly made submission' in writing about any aspect of the proposed planning scheme including the proposed LGIP. A 'properly made submission' must:

- be made to Southern Downs Regional Council;
- state the name and residential or business address of each person making the submission;
- if not made electronically, be signed in hard copy by each person making the submission;
- state the grounds of the submission and the facts and circumstances relied on to support the grounds;
- state one postal or electronic address for service relating to the submission for all persons making the submission; and
- be received by Council on or before midnight on Friday, 19 September 2025.

Submissions may be made by:

- using the online submission form located at: <http://haveyoursay.sdrq.qld.gov.au/draft-southern-downs-planning-scheme>
- emailing to: planningscheme@sdrq.qld.gov.au
- posting to:
Southern Downs Planning Scheme
PO Box 26
WARWICK QLD 4370
- lodging in person at any of the following Council offices:
Warwick Administration Building - 64 Fitzroy Street, Warwick;
Stanhope Administration Building - 61 Marsh Street, Stanthorpe.

Further information can be obtained by visiting Council's website haveyoursay.sdrq.qld.gov.au or telephoning Council on 1300 697 372 during business hours.

Rachel Brophy
Chief Executive Officer
Southern Downs Regional Council

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sdrq.qld.gov.au [1300 697 372](tel:1300697372)



Public Notice displayed in Council Administration Centres commencing 21 July 2025.

Public Notice published as a full page and quarter page advert in all four major local newspaper:

- Allora Advertiser – circulation 1,700
- Warwick Today AND Stanthorpe Today – circulation 4,000
- Town & Country Journal – circulation 5,300



Communications Approach

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15,000
Letterbox
Dropped

- 15 000 Letterbox dropped across the region from 28 July
- 13 000 Sent out together with August Rate Notices from 5 August
- 1 500 Distributed at Council Admin Buildings, Libraries and Community Information Sessions
- Made accessible on any digital device as a flipbook https://bit.ly/draft_SDPS_Newsletter
- Promoted with every social media post and website instance of the draft Planning Scheme



Print & Radio

Print advertising

A monthly full-page press ad was placed in the four local newspapers and one local magazine:

- Allora Advertiser – circulation 1,700 (print)
- Warwick Today Stanthorpe Today – circulation 4,000 (print) + online
- Town & Country Journal – circulation 5,300 (print) + available free online
- People n Places magazine – circulation 14,000 (print)

July



August



September



8-Week Radio Campaign

Hit FM, Rebel, Rose City FM

The Southern Downs Regional Council wants to hear from you!

They're launching a new draft Planning Scheme to unlock the region's potential.

This plan protects our natural and cultural values, supports growth, and reflects our community's long-term vision and will make it easier to live, work, play and stay.

Have your say NOW and help shape the future, with submissions closing September 19.

For details on info sessions, interactive maps, and submission forms head to council website 'sdrc.qld.gov.au'.

Out of Home

Rose City Shoppingworld

Located in Warwick's CBD, Rose City Shoppingworld anchor's the region's main retail and commercial precinct. With an estimated weekly footcount of 60,000 patrons, the centre's casual lease options were perfect for this project. Council booked an eight-week casual lease that included promotional posters on toilet doors, in passageways and table talkers in the food court.

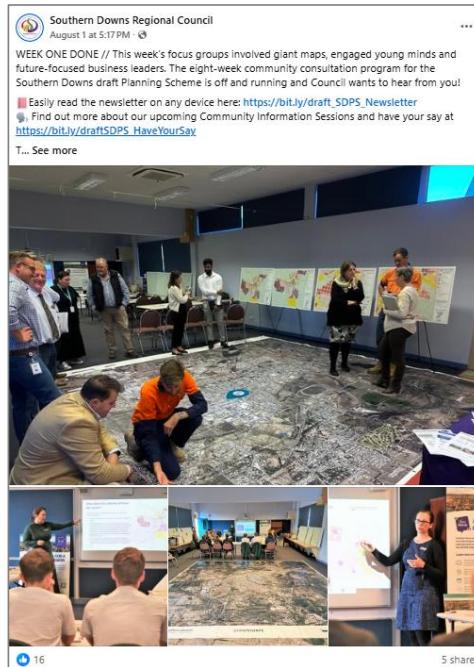


60,000
Estimated
weekly
traffic to the
Centre

Social Media

Social media was used extensively to promote the engagement opportunity.

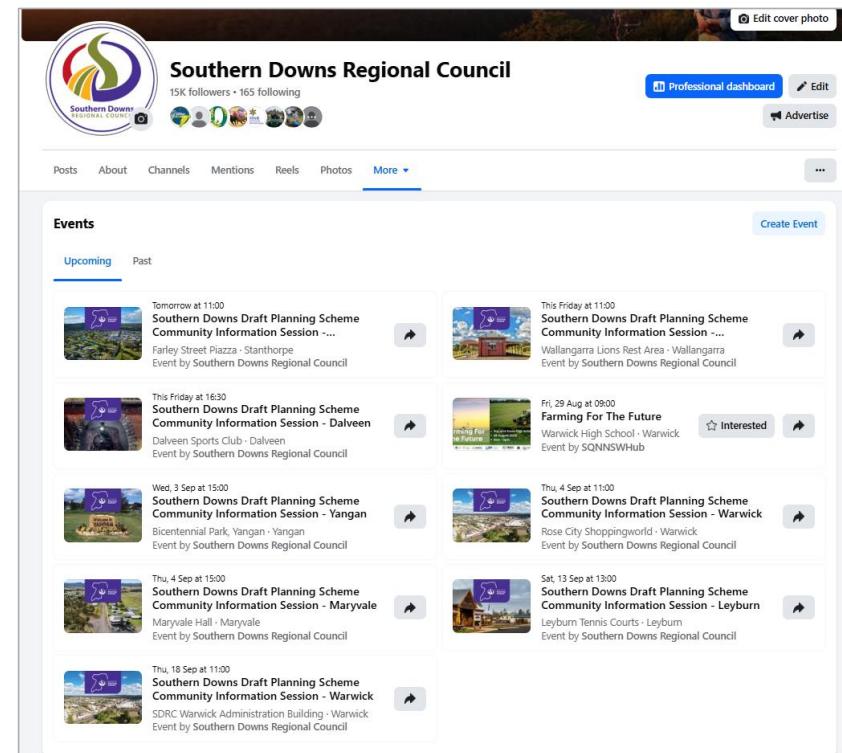
Weekly wrap up posts



Promoting upcoming sessions



Facebook events using the branded wordmark and locality-specific photos



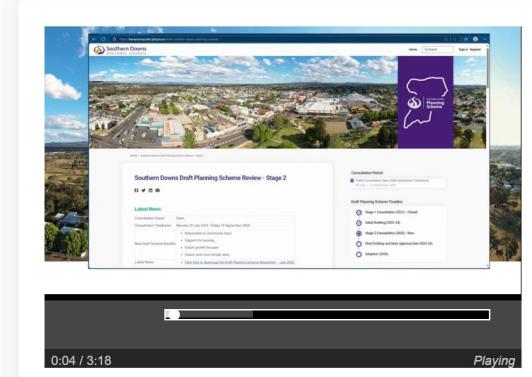
Website

Engagement Platform stood up with 'how to' resources



A screenshot of the website for the Southern Downs Draft Planning Scheme Review. The page features a large aerial photograph of a town, a purple sidebar with the "SOUTHERN DOWNS Planning Scheme" logo, and a central content area with sections for "Southern Downs Draft Planning Scheme Review - Stage 2", "Consultation Period", "Draft Planning Scheme Timeline", and "Latest News".

How to Use IntraMaps to Explore the Draft and View the Proposed Changes - Video



How to Use IntraMaps to View the Proposed Changes
Watch this short video to learn all the tips and tricks of using IntraMaps, including identifying draft and current zoning, searching layers, and using the splitscreen option.

August 01, 2025





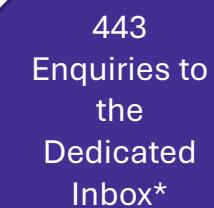
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Engagement Activity



Across the engagement period a number of activities were held across the region which facilitated attendance from a wide range of stakeholders.



**not including submissions*



Engagement Tools



Locality Cards



Zone Cards



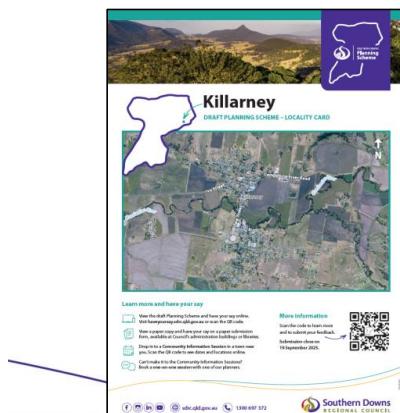
A3 Printed Zoning Maps



Draft Planning Scheme hard copies



Oversized walkable maps made for each engagement session location



Engagement In Action



A wide range of interactive tools were used at each engagement session to encourage conversation with the community.



Engagement in Action

Focus Groups



Total
Attendees

55

The following four focus groups were held:

1. Communities
2. Real estate, development and construction
3. Agriculture and Rural industry
4. Business and Tourism

Key discussion points emerging at these sessions:

- Strategic Framework – Nature Corridor
- Heritage overlay – adjoining lands
- Is there enough land supply to accommodate the growth?
- Ongoing business improvement – delays in getting current DAs out and assessed



Engagement in Action



Emerging Leaders



Total
Attendees

14

Attended by:

- 15 Students from four schools
- Representatives from
- CQU and TAFE

Key discussion points emerging at these sessions:

- Key challenge is boredom.
- Don't see any immediate opportunities here in region.
- Good feedback on particular places like skatepark and not feeling safe.
- Lack of activities for teenagers.

Engagement in Action



One-on-one meetings with a Planner



Total
Sessions

50+

Total
Attendees

~125

Engagement in Action



Community Information Sessions



Total People Engaged
880+

Date	Town	# Attendees
Mon 4 Aug	Stanthorpe	80
Tue 5 Aug	Warwick	50
Wed 13 Aug	Bunnings	85
Thu 14 Aug	Killarney	120
Thu 14 Aug	Allora	55
Fri 21 Aug	Wallangarra	18
Fri 21 Aug	Dalveen	40
Wed 3 Sep	Stanthorpe	90
Wed 3 Sep	Yangan	60
Thu 4 Sep	Warwick	140
Thu 4 Sep	Maryvale	40
Sat 13 Sep	Leyburn	80
Thu 18 Sep	Warwick	30



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Section 2: Submissions and Feedback

The Mayor and Councillors enjoyed the face-to-face engagement with the community throughout the consultation period. This allowed for open conversations and it made community members feel that they were truly heard.



Section 2: Submissions and Feedback



Properly
made
submissions

285

Submitters

- Individuals/ Couples – 225
- Company or Business – 26
- Client Representative – 18
- Other (Group/ Organisation) - 16

Top themes

- **Zoning**
- **Heritage Overlay**
- **Subdivision of Rural land**
- **Protection and growth of agriculture**
- **Enhancement for Tourism**
- **Other Overlays**





Section 2: Submissions and Feedback



Top town responses

- Warwick
- Yangan
- Allora
- Killarney
- Stanthorpe

Submission response type

Online form 33%
Hardcopy form 27%
Editable PDF form 21%
Direct Email 17%
Mailed letter 2%

Responses from 48 different localities, towns, villages and centres.

Submission sentiment

Oppose changes 63%
Support in part 28%
Support 9%



Consideration and feedback

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Section 3: Consideration and Response

As per the **Ministers Rules and Guidelines**, each properly made submission was logged, referenced, read, summarised and categorised into a Submissions Register. Each submission was themed into the primary focus area of the submission, with other matters raised included in the summary. A submissions register was developed and documented and included the following information:

- Submission Reference
- ECM Reference
- Date received
- Submission Format (online/hardcopy etc)
- Submitter Type (Individual/couple or Business)
- Full Name of Principal Submitter
- Email
- Other contact details
- Submission Status (Support/Support in Part/ Oppose)
- Scope of the Submission (the primary theme)
- Summary of the submission
- Area/Town of Interest

SCOPE OF THE SUBMISSION THEMES:-

- Part 1 - About the Planning Scheme*
- Part 2 - Future of Southern Downs*
- Section 3 - Definitions*
- Section 4 - Tables of Assessment*
- Section 5 - Assessment Benchmarks*
- Section 6 - LGIP*
- Zoning*
- Overlays - Heritage*
- Overlays - Extractive Industries*
- Overlays - Biodiversity*
- Overlays - Other*
- Other*

The Submissions Register also documented when and how the submission was dealt with including whether a change was considered valid and if yes when that change was discussed with the Council.



Section 3: Consideration and Response

Each of the 285 submissions received a response from the Council on their submission.

Each letter included:-

- **What Happened During Consultation**
- **What has changed to the draft?**
- **About Your Submission**
- **What's happens now?**

Within the **About Your Submission** section of the letter, a tailored response was provided. This response included the submission reference number, a summary of the matters raised, Council's position on those matters, an explanation of any changes made (or not made) and the reasons why, as well as specific details on when and how any changes would be implemented.

For several submissions, the issues raised were acknowledged as valid by both officers and Council. However, at this stage they would represent a significant change and/or require further investigation. In these circumstances, Council made it clear that the matters will be subject to further review and considered as part of a future amendment

A number of key future commitments have been made by council to address a number of the matters raised in the submissions this included:-

- Development of a **Rural Land Strategy** that would focus on protecting agriculture first, while allowing carefully managed diversification. Matters including subdivision particularly on land not viable for rural production, intensive farming protection and separation, workforce accommodation, infrastructure requirements and where and how non-rural uses could be supported would be part of the strategy's investigation.
- Undertake the investigation into the **Sugarloaf Forestry** area as per Council's resolution.
- **Fit-for-purpose community dialogues** for towns like Yangan, Leyburn and Killarney to better understand the community expectations and appetite to grow both the population base and balanced with supporting appropriate local employment and retail uses.
- Ensure that the **Tourism and Economic Development Strategies** are considerate of matters such as tourism expansion and growth, advertising devices and promotion.



Attachment 1 - SUMMARY OF CHANGES

Confidential

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SUMMARY OF SUBMISSIONS

STRATEGIC FRAMEWORK

Submission matter	Summary of comments	Discussion/Context	Date discussed with Council	Recommendation	Changes made to final draft (yes/no)	Submission references
Massie Future Industrial Investigation	Community submissions raised concerns about the identification of Massie as a future industrial investigation area, particularly relating to the potential loss of agricultural land, flooding issues, and increased traffic impacts. Some submissions sought clarity on why the area was included and whether industrial development was being proposed now.	The Strategic Framework identifies Massie as an area that may be suitable for long-term investigation to support future industrial land needs. This reflects Council's role in planning for economic growth and ensuring the region has sufficient employment land over the coming decades. No rezoning is proposed at this stage. Any future consideration would require detailed studies to examine flooding, road capacity and the impact on agricultural land. The designation does not change current land use rights.	29.10.2025	Retain Massie as a potential future investigation area in the Strategic Framework. Clarify in the document that no rezoning is proposed and that any future consideration would depend on detailed studies and State Government direction regarding the heavy vehicle bypass.	Yes	OOO5 OOO82 OOO96 OOO158 OOO167 OOO176 OOO187a OOO198 OOO258 OOO261 OOO267
Environmental layers	Submitters raised questions about the accuracy of environmental mapping including identification of corridors and how it may affect development opportunities. Some also asked how the layers were developed and whether they reflect current on-ground conditions.	Environmental mapping in the draft scheme is based on current regional and State datasets. These layers help identify environmental features and guide assessment where development may interact with sensitive areas.	29.10.2025	Council reviewed alignment between environmental layers and the Strategic Framework to ensure the scheme remained consistent and clear. The corridors were removed from the Strategic framework as the base data was no longer considered accurate. Minor wording amendments to improve alignment between the Strategic Framework and environmental overlays and ensure a balance outcome between environmental values and agricultural values.	Yes	OOO215
Greenbelts	Some submitters questioned the purpose of greenbelt areas and how they influence future development. Others sought to ensure they were maintained and strengthened especially for Warwick.	Greenbelts have been part of planning scheme for Warwick and Stanthorpe since 2012. They provide an appropriate green infrastructure supporting a more active and mobile network.	29.10.2025	Retain the greenbelt designation and improve Strategic Framework wording to better explain its purpose and relationship to future planning. Realign the Strategic Framework mapping to include the greenbelts under the Access and Mobility theme. Ensure that development assessment outcomes are aligned with the intended infrastructure outcome.	Yes	OOO250 OOO215
Settlement Pattern	Submitters raised concerns about how growth areas are identified, better understand of each town and village and their future, infrastructure capacity in small towns and the balance between infill and expansion. Several people sought greater clarity on how Council plans for long-term settlement needs.	The Strategic Framework sets out the preferred pattern of urban growth based on infrastructure availability, servicing constraints and environmental considerations. It also provides guidance on rural living areas and the protection of productive rural land. Council reviewed this wording to ensure it clearly explains how growth areas are identified and supported.	29.10.2025	Refine the wording in the Strategic Framework to provide clearer guidance about growth areas, rural living opportunities and the factors that influence settlement planning. Clearly list the hierarchy between centres, towns and villages.	Yes	OOO5 OOO37 OOO52 OOO96 OOO158 OOO232 OOO256 OOO261 OOO276

Urban Design Frameworks	Submitters requested stronger direction on urban design principles including walkability, street character and neighbourhood identity. Others sought clearer expectations for development outcomes.	Urban design frameworks set out the key elements that shape high quality development including connectivity, built form, public spaces and neighbourhood character. Council reviewed this section to ensure the principles were clear and reflected desired development outcomes.	29.10.2025	No change was considered necessary at this time.	No	OOO191 OOO232
Dark night skies	Submission sought to include references to the protection of dark night skies particularly in rural and tourism areas. Other submissions raised clearer information on how lighting impacts would be managed.	The region has valuable dark sky qualities that support environmental outcomes and tourism opportunities. The draft scheme includes provisions to manage light spill and reduce unnecessary lighting especially in rural areas. Council reviewed this framework to ensure it aligns with other parts of the scheme.	29.10.2025	Retain and clarify Strategic Framework wording relating to protection of dark night skies and ensure alignment with relevant codes and overlays.	Yes	OOO124 OOO213

TABLES OF ASSESSMENT

Submission matter	Summary of comments	Discussion/Context	Date discussed with Council	Recommendation	Changes made to final draft (yes/no)	Submission references
Subdivision minimum lots sizes (non-Rural zone)	Submitters raised a range of concerns about minimum lot sizes across the region, including the proposed increases in some Township zone locations and whether larger minimum lots may limit future housing supply. Several submitters sought clarity on the minimum lot size required to build a house and how these requirements relate to accepted and code assessment. Some supporting comments were received on the changes to rural residential from 2Ha to 4000m2. Others requested opportunities for smaller lots in the Low and Medium Density Residential zones to better support diverse housing options.	Minimum lot sizes determine where subdivision is allowed and what level of assessment applies. In Community Facilities, District Centre, Environmental Management and Conservation, Industry, Medium Density Residential, Mixed Use, Principal Centre and Specialised Centre zones, all subdivision is code assessable. In Low Density, Rural, Rural Residential and Township zones, subdivision is code assessable only where it meets the minimum lot size, involves a boundary realignment that does not create new lots, relates to a lease or requires an access easement from a constructed road. All other subdivision requires impact assessment. Feedback identified concerns about larger minimum lot sizes proposed in some Township zone areas. Council reviewed local settlement patterns and servicing constraints and refined the minimum lot sizes to better reflect the existing township structure and realistic subdivision outcomes. Changes were also supported for Low and Medium Density Residential zones to allow smaller lots where appropriate and to align with opportunities for higher density	05.11.2025	The minimum lot sizes for Township zones will be updated to reflect local settlement patterns and servicing conditions, with Dalveen and Wallangarra set at 1000m2, Amiens, Appleton, Ballandean, Cottonvale, Glen Aplin, Leyburn, Maryvale, Mount Colliery, Tannymorel, The Summit, Thulimbah and Yangan set at 1200m2, and Emu Vale, Karara and Pratten set at 2000m2. Subdivision that meets these sizes will be code assessable, while subdivision below these thresholds will require impact assessment. The ability to construct a dwelling on an existing lot of 800m2 or greater in the Township zone will be retained as accepted development subject to requirements. For residential zones, the minimum lot size will be updated to 400m2 in the Low Density Residential zone and 300m2 in the Medium Density Residential zone, noting that Allora remains at 1000m2 due to the absence of sewer. These changes align minimum lot sizes with intended density outcomes and provide clearer subdivision pathways in the Table of Assessment.	Yes	OOO38 OOO39 OOO40 OOO43 OOO81 OOO83 OOO210 OOO247 OOO248

		housing outcomes identified in the draft scheme.				
Subdivision of Rural land	Submitters, many of whom have properties zoned Rural and less than 20Ha have requested to be able to subdivide. Most of these properties are not viable for Rural production. Other larger properties have sought to enable a "family subdivision" to pass onto the next generation.	Subdivision in a rural setting especially across good agricultural land has been influence by State policy for many years. The rural zone precincts in the scheme have set minimum lot sizes which are not inconsistent with similar sized councils. Council does recognise that there are areas across the region especially on the edges of our towns and villages	03.12.2025	There is merit in reviewing where and how subdivision of Rural land would be considered. Such a policy shift now would trigger a significant change and further it does require a more targeted investigation through a Rural land strategy and further community engagement. No change at this point in time.	No	OOO38 OOO40 OOO43 OOO83 OOO113 OOO140 OOO205 OOO217 OOO277 OOO284 OOO285
Subdivision by road	Submitters raised interest in being able to subdivide properties that are already physically separated by a constructed road.	Subdivision by road applies where a single lot is traversed by a constructed road and the road effectively separates the land into two distinct parts. In these situations, the existing lot boundaries remain unchanged, and the constructed road becomes the logical boundary between the two resulting parcels.	05.11.2025 03.12.2025	Comments are considered valid however further investigation is required on how and when the circumstances would be supported. This consideration will be made as part of the Rural land strategy and a future amendment to the planning scheme.	No	OOO177
Subdivision for split zone	Submission raised concern about how subdivision is treated where a single lot contains more than one zone, particularly where part of the property is zoned Rural or, in some cases, Township.	Some properties contain more than one zone, and the draft scheme generally does not support subdivision where the Rural or Township component is small or would not result in appropriate development outcomes. Subdivision may also trigger impact assessment in zones such as Low Density Residential or Rural Residential if minimum lot sizes cannot be met.	05.11.2025	Permit subdivision to support split zoning where the proposed lots clearly align with the zone boundaries and appropriate development outcomes can be achieved. Where access is not available to a formed road, the subdivision will need to include an access easement. Council has amended the Table of Assessment to make this code assessable, noting that access and flood-free area requirements are already addressed in AO5.1 to AO5.3 of the Reconfiguring a Lot Code.	Yes	OOO232
Secondary dwellings	Submitters noted the value of secondary dwellings as a cost-effective way to increase housing supply and supported encouraging them in suitable locations with appropriate benchmarks.	Under the Planning Regulation, a secondary dwelling forms part of a dwelling house and cannot be made assessable in the Low Density Residential zone. In other zones, the draft planning scheme regulates secondary dwellings separately.	05.11.2025	Allow secondary dwellings in the Medium Density Residential, Mixed Use, Rural, Rural Residential and Township zones as accepted development subject to requirements, where the secondary dwelling has a maximum gross floor area of 120m2.	Yes	OOO253
Tenancy changes	Submitters raised concern that the draft planning scheme would increase the number of development applications by changing how tenancy changes are assessed in centre zones.	In the current planning scheme, a tenancy change for a business activity in the Principal Centre zone (Warwick and Stanthorpe CBD) is accepted development when located within an existing non-residential building. The draft planning scheme proposes to change this so that tenancy changes are accepted development only for minor extensions to an existing lawful use.	05.11.2025	Include a retail or commercial tenancy change in an existing building as accepted development within the Principal Centre, District Centre and Specialised Centre zones.	Yes	OOO232

Industry uses	Submitters raised concerns that the draft planning scheme does not include required separation distances between industry uses and sensitive land uses.	The State Planning Policy requires minimum separation distances of 250 metres for medium impact industry and 500 metres for high impact industry. These distances are not currently integrated into the draft planning scheme. For example, in the Mixed Use zone, medium impact industry can be code assessable even when adjoining a dwelling house, and the assessment benchmarks provide limited guidance for managing interface issues.	05.11.2025	Update the draft planning scheme to require minimum separation distances between industry uses and sensitive land uses in accordance with the State Planning Policy. Where the minimum separation distance is not achieved, impact assessment will be required.	Yes	OOO232
Nature based tourism	Submissions identified gaps within the draft scheme, including that some uses such as nature-based tourism were not included, while others needed clarification.	Nature-based tourism includes tourism activities and accommodation that support appreciation or interpretation of environmental, cultural or heritage values. Introducing this land use aligns with tourism outcomes identified in the Strategic Framework.	5.11.2025	Include nature-based tourism as code assessable in the Rural zone where located on a lot greater than 10 hectares and not exceeding 20 sites, consistent with tourist park provisions. Include supporting assessment benchmarks through amendments to the Short-term Accommodation Code or the Rural Zone Code.	Yes	OOO67
Tourist attraction	Submitter sought clarity around the treatment of tourist attractions, which are not currently contemplated in the draft scheme.	A tourist attraction provides entertainment or recreation for the public and may include ancillary food and drink sales. Introducing this land use aligns with tourism outcomes in the Strategic Framework. At present, it is always impact assessable.	03.12.2025	Include tourist attraction as code assessable in the District Centre, Principal Centre, Rural and Township zones, and include supporting assessment benchmarks within the zone codes.	Yes	OOO233
Environmental facility	Submitter identified that environmental facilities were not clearly provided for and are currently always impact assessable.	An environmental facility supports the appreciation, conservation or interpretation of environmental, cultural or heritage values but does not include accommodation for tourists. Introducing this land use aligns with tourism and conservation outcomes in the Strategic Framework.	05.11.2025	Include environmental facility as code assessable in the Rural and Environmental Conservation and Management zones, and include supporting assessment benchmarks within the zone codes.	Yes	OOO232
Battery storage facility	Due to State changes assessment pathways for battery storage facilities needed to be included in the scheme, noting these uses are treated separately to renewable energy facilities.	A battery storage facility involves one or more battery storage devices and can support grid reliability. The current and draft schemes support renewable energy facilities as code assessable in all zones, but there is limited guidance for assessing battery storage facilities. This use is newly introduced and is always impact assessable in the draft planning scheme.	03.12.2025	Introduce battery storage facility as code assessable in all zones where it is at least 100 metres from the nearest sensitive land use or property boundary, is of a capacity that would not create impacts, is not within the Water Resources Catchment Overlay and is appropriately set back from the Bushfire Hazard Overlay. Otherwise, it will be impact assessable. Introduce a new Battery Storage and Renewable Energy Facilities Code.	Yes	OOO232
Construct of the Planning Scheme	Submitters noted inconsistency in numbering and references within the draft scheme and provided mixed feedback on the order of content.	The draft scheme reorganised the structure of the planning scheme. Some elements, such as placing definitions at the start, were well received, while others were not. There were also inconsistencies in numbering and part references.	05.11.2025	Adopt the following structure for the draft planning scheme: Part 1 – About the Scheme Part 2 – State Planning Provisions Part 3 – Strategic Framework Part 4 – Definitions	Yes	OOO9 OOO12 OOO14 OOO18 OOO21 OOO25

				Part 5 – Tables of Assessment Part 6 – Assessment Benchmarks Part 7 – Local Government Infrastructure Plan Schedules	00025a 00047 000212 000246 000273 0006	
Operational works	Submitters expressed frustration that compliant landowners face excessive red tape while non-compliance often goes unpenalised, a pattern they note is common across regional councils. Despite recent efforts in the draft to expand what can be done without approval, many believe these changes will not meaningfully reduce regulatory burden. Concerns were raised that routine rural activities such as driveway upgrades, shed pads, and grain or silage bunkers which can easily exceed the 1,000 m ³ cut/fill threshold and trigger operational works assessments. Submitters also questioned whether the 100 m ³ import/export limit is too low, noting that standard gravel maintenance often surpasses this volume.	The draft scheme did increase the thresholds for a range of Operational work activities. These are considered consistent with those found in similar regional council schemes.	03.12.2025	There has been a significant consideration and change with the draft scheme compared with the existing scheme. Therefore agreement reached to maintain the existing as per the draft however introduce a new Minor Operational Works definition which would exempt certain types of works ie. Maintenance on a rural property. This is consistent with the approach of adjoining councils like Western Downs and would be tailored to the Southern Downs context.	Yes	000193

OVERLAYS

Submission matter	Summary of comments	Discussion/Context	Date discussed with Council	Recommendation	Changes made to final draft (yes/no)	Submission references
Heritage	Submitters raised concerns about two aspects of the Heritage overlay. First, the proposed 'Area adjoining a local heritage place' mapping captured entire neighbouring properties, sometimes several kilometres away or not sharing a frontage with the heritage place. Submitters questioned why these adjoining controls were introduced, raised concern about perceived overregulation and noted that many heritage places are not well maintained. Second, submitters raised concerns about local heritage building identification, particularly where entire properties were included in the overlay even though only a small part contained the heritage place. Submitters also noted that where a property is both State-listed	The draft planning scheme proposed to identify land adjoining heritage places so that new development on these sites would consider the Heritage Overlay Code, focusing on sympathetic height, setbacks and design. The draft scheme also included mapping that identified the extent of locally listed heritage places. Where a property is listed on both the State and Local Heritage Registers, the Local listing references the State listing, meaning the extent of the Local listing should align with the State boundary. Where a place is only locally listed, the extent of the listing should reflect the significance of the heritage place and the characteristics of the property.	29.10.2025 05.11.2025	Remove the 'Area adjoining a heritage place' category from the Heritage overlay and instead embed the relevant development controls within the Principal Centre, District Centre and Township zone codes. For heritage places: <ul style="list-style-type: none">▪ Where a place is both State-listed and locally listed, apply the State listing boundary.▪ Where only locally listed and located in the Rural zone on a lot greater than 1 hectare, map the buildings and structures plus a 10 metre buffer, unless the entire property is identified as significant.▪ Where only locally listed and located in the Rural zone on a lot less than 1 hectare, retain the entire lot as the local listing.	Yes	Refer Appendix 1

	and locally listed, the Local Heritage Register should logically follow the State boundary.			<ul style="list-style-type: none"> In all other zones, such as Centre, Community Facilities and Township, retain the entire lot as the local heritage listing. 		
Biodiversity	Submitters raised concerns about the correlation between MSEs mapping and rural land, the accuracy of the mapping compared to on-ground conditions, and inconsistencies in language within the overlay provisions relating to different categories of mapped vegetation.	The Biodiversity overlay in the draft planning scheme reflects updated Matters of State Environmental Significance (MSES), which are State Government datasets produced to implement the biodiversity state interest in the State Planning Policy. The purpose of the Biodiversity overlay code is to regulate development in environmentally significant areas to protect and improve ecosystem resilience, ecological connectivity and ecological processes, and to restore matters of environmental significance. Both the current scheme and the draft scheme include only MSEs mapping to reflect the relevant State interest.	29.10.2025	<p>No change to the Biodiversity overlay mapping as the mapping is sourced directly from the State and meets the State interest.</p> <p>Minor amendments made to the Biodiversity overlay code provisions to ensure they are relevant to the particular categories of mapped vegetation. Agreement to pursue matters of Matters of Local Environmental Significance as part of a future amendment.</p>	Yes	OOO101 OOO152 OOO215 OOO246a
Extractive industry	Submitters raised concerns about the inclusion of OM 4.3 (Local 2) in Rosehill and OM 4.5 (Local 5) in Pikedale in the Extractive Resources overlay, as these were new inclusions in the draft planning scheme.	The overlay identifies Key Resource Areas from the State and Local Resource Areas identified by Council. OM 4.3 was included due to a past application for extraction, screening and crushing up to 100,000 tonnes per year, although that approval never proceeded. A smaller approval remains for processing 36 tonnes per day. OM 4.5 was included based on a historic extractive industry approval, but the mapping does not directly align and the approval has since lapsed.	29.10.2025	Remove OM 4.3 (Local 2) and OM 4.5 (Local 5) from the Extractive Resources overlay.	Yes	OOO32 OOO176 OOO179 OOO274
Motor Sports	Submitters raised concerns about the inclusion of Carnell Raceway and Sandy Creek Raceway within the new Motor Sports Enviro Overlay. For Carnell Raceway, submitters suggested the overlay should not apply and that operations should continue under the existing Court order. For Sandy Creek Raceway, submitters were concerned the overlay could enable further expansion or increased racing activity and sought for the proposed buffer to be removed.	The current planning scheme includes the Morgan Park Enviro Overlay. The draft planning scheme proposed to expand this to include Sandy Creek Raceway with a buffer area, and Carnell Raceway without a buffer. The Sandy Creek Raceway buffer was included based on a noise impact assessment.	29.10.2025	Maintain the draft planning scheme provisions for Morgan Park and Carnell Raceway. For Sandy Creek Raceway, apply the same approach as Carnell Raceway by mapping the raceway itself and removing the buffer. The adjoining impacts are to be managed through the conditions of the approval and the operational requirements. The land around Carnell is further constrained by other land uses beyond the Motorsports and no change to subdivision is therefore proposed.	Yes	OOO73 OOO84 OOO157 OOO171 OOO171a OOO171b OOO171c OOO174 OOO249

ASSESSMENT BENCHMARKS

Submission matter	Summary of comments	Discussion/Context	Date discussed with Council	Recommendation	Changes made to final draft (yes/no)	Submission references
Home-based business	Submitters considered the current provisions outdated and not reflective of the low-impact nature of many home-	Council reviewed the provisions and acknowledged that home-based business activity has evolved, with many businesses	3.12.2025	Enable one non-resident employee as accepted development consistently across all zones. Maintain the	Yes	OOO233

	based businesses or sole traders. Concerns were raised that the rules are overly restrictive, including limiting on-site presence to only the resident (except in the Rural zone) and preventing goods from being sold from the premises.	operating at a low scale and with minimal impact. The proposed updates seek to ensure the planning scheme remains contemporary, supports small business activity and manages impacts appropriately.		allowance for up to six clients on-site as accepted development and increase this to a maximum of twelve clients per day for code assessment. Remove assessment benchmarks relating to child care requirements, as these are governed by Federal legislation. Amend provisions to allow sales and display within the premises, provided no display occurs outside the building.		
Rural zone code	Submitters raised concerns that the Rural sub-precincts include outdated or unnecessary requirements. They noted that many of the provisions are based on soil type and may no longer be relevant, and that the precincts result in extensive duplication of requirements that could be streamlined. Some submitters acknowledged improvements in the draft scheme but considered that further simplification was needed.	Council reviewed the Rural precincts and the way they are used in the Rural Zone Code, including their connection to minimum lot sizes and other assessment benchmarks. While some elements are outdated or duplicated, the precincts continue to play a structural role in how minimum lot sizes and rural planning outcomes are applied.	3.12.2025	Maintain the Rural precincts as per the draft due to their link with minimum lot sizes, but remove duplicated provisions and improve usability in the Rural Zone Code. Consider the future role of the precincts as part of the Rural Land Strategy.	Yes	00010 00034 00060 00064 00074 00079 000107 000140 000208 000213 000215 000216 000264 000269 000277 000284
Rural uses zone	Submitters noted that although the Table of Assessment promotes intensive animal industry in all Rural areas, the Rural Zone Code only supports this use in the Sandstone Rises and Traprock precincts, which was identified as a drafting error. Concerns were also raised about the need for stronger consideration of reverse amenity and the protection of existing lawful uses. Submitters suggested that any new dwelling within 2 kilometres or more of an intensive animal industry should require assessment.	Council reviewed the Rural Use provisions and identified an inconsistency between the Table of Assessment and the Rural Zone Code regarding where intensive animal industry is supported. The review also considered issues around reverse amenity and the need to manage interfaces between new dwellings and existing rural activities.	3.12.2025	Correct the drafting error by ensuring consistency between the Table of Assessment and the Rural Zone Code regarding where intensive animal industry is supported. Give further consideration to reverse amenity and the protection of existing lawful uses when finalising the Rural Use provisions.	Yes	00018 000156 000215
Rural zone setback	Submitters raised concerns about the proposed reduction of all rural setbacks from 60 metres to 20 metres. Some did not support this change, noting the potential impacts on rural amenity. Others highlighted that many small rural parcels across the region cannot meet a 60 metre setback, which forces applications even for low-impact dwelling houses. Two submissions supported the proposed reduction to 20 metres.	The current planning scheme requires minimum setbacks of 60 metres from side and rear boundaries and unsealed roads, and 20 metres from sealed roads where development is not accepted. The draft scheme proposed reducing these setbacks to 20 metres. Over the past year Council assessed 50 applications triggered solely by the setback requirement, and all were approved. This indicates that the existing 60 metre setback is not practical for many rural lots and may unnecessarily trigger applications.	5.11.2025 3.12.2025	Amend the assessment framework for dwelling houses, including secondary dwellings, in the Rural zone: <ul style="list-style-type: none">▪ Accepted development where the dwelling is on a lot of 1 hectare or less▪ Accepted development subject to requirements where the dwelling is on a lot greater than 1 hectare, with requirements located in the Residential Uses Code	Yes	00018 00035 00080 00085 00099 000177 000191 000213 000215 000231 000232 000116 000279 000280

				<p>Setback requirements for accepted development subject to requirements have been included as:</p> <ul style="list-style-type: none"> ▪ 6 metres from sealed roads ▪ 20 metres from gravel or unmade road reserves ▪ 20 metres from side and rear boundaries <p>Existing separation distances to extractive industries, abattoirs, dairies and feedlots remain unchanged from the current scheme.</p>		OOO285
Standard of roads including type of road and treatment	Submitters raised concerns with the inconsistent approach and often unfeasible requirements on roads and access for new developments. This included new dwellings on rural land through to new subdivisions. It was also discussed regarding uses such as Short-term accommodation, wineries, food and drink outlets. Further matters were raised on when and where kerb and channel and concrete strips would be used.	The draft scheme referenced a new Planning Scheme Policy 3: Engineering Design Manual, covering technical guidance for stormwater, water, wastewater, roads, public lighting and footpaths. However, the PSP itself was not included in the public version during scheme consultation. Based on the feedback received during the consultation the PSP has now been finalised in draft ready for consultation. The comments made by community informed internal officer discussions including being more consistent with Council's own Transport Asset Management Plan (TAMP). Under the Minister's Rules and Guidelines, any new or amended PSP must undergo public notification for at least 20 business days.	03.12.2025	<p>Note that a draft PSP containing technical design guidance for infrastructure networks, including roads, will undergo community consultation.</p> <p>Council to consider the PSP and approve its making and endorsement to be released for public comment in accordance with the Ministers Rules and Guidelines.</p>	Subject to future consultation in the PSP	OOO18 OOO81 OOO84 OOO113 OOO125a OOO145 OOO150 OOO164 OOO165 OOO206 OOO207 OOO217 OOO227 OOO232 OOO25b OOO135 OOO232 OOO244
Advertising devices	Submissions were received regarding signage across the region including the use of LED advertising signs at entrances to towns to promote important messages, upcoming events and tourism. Examples from other regions where such signs are used effectively and highlighted that existing advertising in the Southern Downs appears inconsistent and not well aligned with the natural and built character of the region.	The submission raised relevant points about the interaction between the Advertising Devices Code, State-controlled road requirements and broader urban amenity considerations. While LED signage may offer opportunities for coordinated messaging and tourism promotion, its introduction must be balanced with character, safety and regulatory requirements.	03.12.2025	Undertake a further review of the Advertising Devices Code as part of a future amendment, alongside broader considerations for tourism promotion and township entry signage.	No	OOO25/a OOO233

OTHER

Submission matter	Summary of comments	Discussion/Context	Date discussed with Council	Recommendation	Changes made to final draft (yes/no)	Submission references
Promotion of tourism	Submitters raised a range of concerns about the level of support for tourism within the planning scheme. Key matters	Council acknowledges the validity of many of the issues raised. The final draft of the planning scheme has already strengthened	03.12.2025	Changes made including the inclusion of a definition of a Tourist Use which can then be considered in the context	Yes	OOO233 OOO281

	included reducing red tape around hours of operation, enabling a greater mix of uses on established tourism sites, acknowledging seasonality, supporting workforce accommodation, considering a Granite Belt Tourism Precinct and reviewing infrastructure requirements that may limit the feasibility of tourism expansions.	support for several tourism uses, such as through the inclusion of Nature-based tourism. While some matters fall within the planning scheme, tourism is multi-faceted and also intersects with local laws and broader economic development initiatives. Council's upcoming Tourism Strategy will address a range of these matters and will inform any future amendments to the planning scheme.		of changes to allow Food and Drink Outlet where associated with a Tourist Use. Council also notes it forthcoming Tourism Strategy will address wider tourism issues and guide future planning scheme changes.		
Rates	Many submissions raised concerns regarding increase and/or changes to rates. Some of these comments were made in the context of zone changes and others more broadly as part of the growth being experienced across the region and recent land valuations.		N/A	No change is required to the scheme to address the submission.	No	Refer to Appendix 1
Infrastructure and maintenance	Submitters raised the need for improved parks and recreational spaces, with particular emphasis on providing safe and engaging areas for children. Several submissions highlighted the importance of investing in housing and infrastructure to support growth, along with stronger service provision and support for smaller residential lots and upgrades to various state-controlled roads and state infrastructure.	The draft scheme included new Local Government Infrastructure Plan that highlighted a range of trunk infrastructure items across the broader networks for delivering in the next 15 years. Further outside of the LGIP process the Council includes both an operational and capital program.	N/A	No change is required to the LGIP nor other matters to address the submission in the final draft.	No	OOO23 OOO116a OOO200 OOO201 OOO209 OOO209a OOO239
Water Supply	Submitters raised comments around water supply across the region including comments broadly on water supply concerns about water capacity for fire-fighting purposes and the need for more reliable and better-designed water supply points across the region to support emergency response.	The scheme includes standard provisions for fire-fighting capacity reflective. The scheme more broadly looks to protect areas for water supply. Other matters are outside of the planning scheme framework and will continue to be discussed with council.	N/A	No change is required as a result of the submission.	No	OOO86
Emu Swamp Dam	Several submissions were raised on Emu Swamp Dam including project updates. Some submitters agreed with the protection of the precinct for future water supply whilst others believed the restrictions on land were too harsh.	Emu Swamp Dam Project part of the Granite Belt Irrigation Project is currently on hold. As the project responds to water security there is a requirement to continue to project lands as part of the State Interest under the State Planning Policy. The planning scheme therefore must identify the area and limit any activities that could jeopardise the capability of the area for water supply in the future. Development Applications can still be lodged and assessed on their merits.	N/A	No changes are proposed to the final scheme which continues to identify the area as a Rural zone precinct – Emu Swamp Dam Precinct. Whilst there are limitations on developments like subdivision, other uses could be considered but would be subject to a development application.	No	OOO215
Protecting Sporting Venues	Submitters raised concerns about the need to protect sporting and recreation venues across the region. While several specific venues were mentioned, there are many lawfully established facilities	Council acknowledges the importance of ensuring that existing lawful sporting and recreation uses are appropriately considered during development assessment. There are hundreds of different facilities from Gun	03.12.2025	A blanket approach across the region to protect these facilities is not feasible nor is considered warranted. As part of future development applications Council does as per development	Yes	OOO222

	that could be affected by nearby development.	Clubs, Clay Target through to our Motor sport venues. Many have been established for long periods of time and others more recently. Many are also located in different zones and are subject to varying conditions and operational requirements.		assessment practice, and further internal guidance, will ensure neighbouring lawful uses are consistently considered. An amendment to the "Constraints" purpose within the Reconfiguring a Lot Code to include protection of existing lawful uses has been included in the final draft.		
State matters	Several matters have had to be considered as State legislation and regulations have been updated since the Minister approved the scheme for consultation.	A number of State matters now need to be reflected in the planning scheme. Some changes are administrative, while others require a more specific response from Council. These include updates to sex worker legislation, changes to land use definitions such as applying workforce accommodation instead of non-residential accommodation, updates to administrative definitions and changes relating to renewable energy developments that fall below State assessment thresholds.	03.12.2025	The planning scheme has been amended to align with current State legislation and regulation, including various definitions and the introduction of a new Battery Storage and Renewable Energy Code.	Yes	000232 0006
Use of parks for Entertainment Purposes	Submission raised the activation of parks for entertainment purposes. Discussed the establishment of an entertainment precinct.	Entertainment within public spaces is currently regulated under the Local laws. Further changes to use of reserve land which many of council's parks are held in are subject to the purpose of the reserve. Reserve Management Plans can be established to support uses that advance the purpose of the reserve. Review the of local laws, Open Space Strategy and broader Tourism and Economic Development Strategies would consider such expansion of uses.	03.12.2025	The submission has merit however the planning scheme cannot be amended without further investigation and discussion around non-planning scheme matters such as use of reserves and local laws.	No	00016
Development Assessment timeframes	Submitters raised concerns regarding the delays with development assessment and identified opportunities to streamline the development assessment process and improve planning efficiency.	Council has been working through continue business improvement across the planning services area. The development assessment team have contributed to the planning scheme and supported opportunities to streamline requirements especially for low-risk applications. The new scheme will also present a new opportunity to continue the business improvement and look for efficiencies.	N/A	The submission and comments are noted and the team will continue to look for ways to improve the timeliness with development assessment and work in partnership with industry on engagement.	No	00015 000166 000222 000231

ZONING

Submission matter	Summary of comments	Discussion/Context	Date discussed with Council	Recommendation	Changes made to final draft (yes/no)	Submission references
Site-Specific Zoning Matters	Submitters raised a wide range of zoning-related matters, including requests for	The submissions reflect a broad interest in zoning outcomes across the region, with	15.10.2025	Council has made changes to zonings including in some circumstances	Yes	Refer Appendix 1

	<p>rezoning to Low Density Residential or Rural Residential, concerns about rural subdivision opportunities, suggestions to expand township boundaries, preferences for maintaining agricultural land, and interest in opening up additional land for future housing supply. A number of submissions sought site-specific zoning changes, while others expressed general views about alignment with existing land use patterns, servicing capability and long-term growth needs.</p>	<p>many requests relating to individual properties outside the scope of the specific zoning changes endorsed by Council for this draft scheme. Zoning changes must be supported by strategic planning work, technical assessments, infrastructure availability, and consistency with the settlement pattern set out in the Strategic Framework. While the draft planning scheme addresses several identified zoning anomalies, the remaining zoning requests require more detailed investigation than can be completed within this adoption process.</p>		<p>retention of the zone under the current scheme as opposed to what was advertised in the draft scheme. Further zone changes have also been considered where based on an informed view including acting on an approval, site history and ongoing use, topography, amenity, surrounding land use, feedback from property owners further change has been made. Some submissions included valid reasons to consider a zoning change however these required further investigation and/or would be considered a significant change at this point in time. Council has advised in a number of circumstances that it will consider a change as part of a further technical review which will be considered as part of future planning scheme amendments or broader strategic projects, including rural land strategy, tourism strategy, open space strategy, township structure planning and housing supply investigations.</p>		
Council-Owned Parks	<p>Submission suggested that freehold parks currently zoned Community Facilities should be transitioned to the Open Space zone to match their use and function.</p>	<p>Most parks are already zoned Community Facilities based on ownership. A structured review is needed to determine whether Open Space zoning is appropriate for all affected lots.</p>	03.12.2025	<p>Retain current zoning for now and undertake a broader review to inform a future amendment.</p>	No	OOO232

APPENDIX 1

- **Submissions related to Rates:-** 00012, 00013, 00018, 00019, 00020, 00026, 00041, 00049, 00053, 00064, 00080, 00083, 00084, 00094, 000116, 000117, 000130, 000149, 000153, 000159, 000162, 000174, 000177, 000219, 000224, 000240
- **Submissions related to Overlay (Heritage):** 0001, 0002, 0003, 0004, 0008, 00013, 00015, 00019, 00022, 00024, 00027, 00027a, 00027b, 00028, 00029, 00036, 00041, 00042, 00044, 00045, 00046, 00048, 00050, 00051, 00057, 00062, 00069, 00072, 00075, 00076, 00085, 00087, 00089, 00094, 00097, 00099, 00099a, 00099b, 00099c, 000100, 000103, 000104, 000110, 000114, 000122, 000131, 000133, 000138, 000139, 000146, 000146a, 000147, 000148, 000166, 000168, 000181, 000183, 000183a, 000184, 000187, 000189, 000190, 000195, 000202, 000203, 000204, 000211, 000220, 000221, 000223, 000225, 000231, 000234, 000235a, 000236, 000237, 000238, 000240, 000243, 000245, 000252, 000254, 000255, 000257, 000259, 000262, 000266, 000271, 000272, 000275, 000278
- **Submissions related to Zoning:** 0007, 00011, 00016, 00016a, 00017, 00020, 00026, 00027, 00030, 00031, 00033, 00035, 00049, 00053, 00054, 00055, 00058, 00059, 0006, 00063, 00065, 00066, 00068, 00070, 00071, 00077, 00078, 00088, 00090, 00091, 00092, 00093, 00095, 00098, 000102, 000105, 000106, 000108, 000109, 000111, 000112, 000115, 000117, 000118, 000119, 000120, 000121, 000123, 000125, 000126, 000127, 000128, 000129, 000130, 000132, 000134, 000136, 000137, 000141, 000142, 000143, 000144, 000149, 000150, 000151, 000153, 000154, 000155, 000159, 000160, 000161, 000162, 000163, 000169, 000170, 000172, 000173, 000175, 000178, 000180, 000182, 000185, 000186, 000188, 000191, 000192, 000194, 000196, 000197, 000199, 000205, 000206, 000207, 000214, 000214a, 000218, 000219, 000224, 000226, 000228, 000229, 000230, 000235, 000241, 000242, 000251, 000260, 000260a, 000263, 000265, 000268, 000270, 000282, 000283

SUMMARY:

Total submissions: 307 received of which 285 were unique.

00056 was withdrawn 30.08.2025

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 Draft Planning Scheme Submission Consideration

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.

18. GENERAL BUSINESS