



Dear Councillors

Your attendance is requested at the Ordinary Council Meeting to be held in the Council Chambers, Southern Downs Regional Council, 64 Fitzroy Street, Warwick on **Wednesday, 28 January 2026** at **9:00AM**.

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

Rachel Brophy

CHIEF EXECUTIVE OFFICER

23 January 2026

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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 - 17 December 2025**


Recommendation

THAT the minutes of the Ordinary Council Meeting held on Wednesday 17 December 2025 be adopted.

5. ACTIONS FROM COUNCIL MEETINGS

5.1 Actions from Council Meeting 17 December 2025

Document Information

	Report To: Ordinary Council Meeting	
	Reporting Officer:	Meeting Date: 28 January 2026
	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 17 December 2025.

A copy of the Actions Report is attached.

ATTACHMENTS

1. Actions Ordinary Council Meeting 17 December 2025 [↓](#)



ACTIONS FROM ORDINARY COUNCIL MEETING 17 DECEMBER 2025

MEETING DATE	ITEM NUMBER	AGENDA ITEM	ACTION OFFICER	ACTION TO DATE	COMPLETED
17/12/2025	5.1	Actions from Council Meeting 19 November 2025	Brophy, Rachel	22 Dec 2025 11:05am Seymour, Marion - Completion Completed by Seymour, Marion on behalf of Brophy, Rachel (action officer) on 22 December 2025 at 11:05:48 AM - Noted.	22/12/2025
17/12/2025	6.1	Conflict of Interest: Cr Richters - Agenda Item 14.2	Brophy, Rachel	22 Dec 2025 11:05am Seymour, Marion - Completion Completed by Seymour, Marion on behalf of Brophy, Rachel (action officer) on 22 December 2025 at 11:05:55 AM - Noted.	22/12/2025
17/12/2025	9.1	Correspondence	Brophy, Rachel	22 Dec 2025 11:06am Seymour, Marion - Completion Completed by Seymour, Marion on behalf of Brophy, Rachel (action officer) on 22 December 2025 at 11:06:03 AM - Noted.	22/12/2025
17/12/2025	10.1	Petition - Request for the Establishment of an Off-Leash Dog Park in Allora	Brophy, Rachel	22 Dec 2025 11:07am Seymour, Marion - Completion Completed by Seymour, Marion on behalf of Brophy, Rachel (action officer) on 22 December 2025 at 11:07:47 AM - Noted - Petition referred to General Manager Infrastructure, Assets and Projects for investigation and report to Council.	22/12/2025
17/12/2025	12.1	Chief Executive Officer - Status Report	Brophy, Rachel	22 Dec 2025 11:06am Seymour, Marion - Completion Completed by Seymour, Marion on behalf of Brophy, Rachel (action officer) on 22 December 2025 at 11:06:25 AM - Noted.	22/12/2025
17/12/2025	12.2	Southern Downs Local Disaster Management Group - Membership Nomination Endorsement	Simonelli, Pia	23 Jan 2026 12:08pm Seymour, Marion - Completion Completed by Seymour, Marion on behalf of Simonelli, Pia (action officer) on 23 January 2026 at 12:08:17 PM - Confirmation letters sent	23/01/2026
17/12/2025	12.3	Notice of LGAQ Special General Meeting and Voting Paper	Thomas, Larissa	18 Dec 2025 4:05pm Thomas, Larissa Recorded 'Against' on voting paper and sent to LGAQ on 17/12/25. 18 Dec 2025 4:10pm Thomas, Larissa - Completion Completed by Thomas, Larissa (action officer) on 18 December 2025 at 4:10:07 PM - Recorded 'Against' on voting paper and sent to LGAQ on 17.12.25	18/12/2025



ACTIONS FROM ORDINARY COUNCIL MEETING 17 DECEMBER 2025

MEETING DATE	ITEM NUMBER	AGENDA ITEM	ACTION OFFICER	ACTION TO DATE	COMPLETED
17/12/2025	13.1	Financial Services - Financial Report as at 30 November 2025	Betts, Melissa	19 Dec 2025 8:35am Betts, Melissa - Completion Completed by Betts, Melissa (action officer) on 19 December 2025 at 8:35:43 AM - November Finance Report Noted	19/12/2025
17/12/2025	13.2	Renewal of lease - Allora Show Society incorporated - Lot 1 on Survey Plan 302786 and Lot 2 on CP889547	Globe, Patrina	18 Dec 2025 4:05pm Globe, Patrina - Completion Completed by Globe, Patrina (action officer) on 18 December 2025 at 4:05:19 PM - Lease will be drafted and executed as per resolution.	18/12/2025
17/12/2025	14.1	Works for Queensland Funding Program 2024-27 (Amendment 2025)	Doyle, Alexis	07 Jan 2026 3:17pm Doyle, Alexis - Completion Completed by Doyle, Alexis (action officer) on 07 January 2026 at 3:17:22 PM - Variation to be submitted to the Department in January 2026.	7/01/2026
17/12/2025	14.2	Traffic Calming Petition - Myall Avenue, Warwick	Varughese, James		
17/12/2025	14.3	PIN for Contravention of Sec.193 of Water Supply (Safety & Reliability Act (2008)	Sweetlove, Graham	16 Jan 2026 10:06am Sweetlove, Graham - Completion Completed by Sweetlove, Graham (action officer) on 16 January 2026 at 10:06:39 AM - Arranging for Pin with SPER	16/01/2026
17/12/2025		Procedural Motion - Meeting Adjournment	Brophy, Rachel	22 Dec 2025 11:06am Seymour, Marion - Completion Completed by Seymour, Marion on behalf of Brophy, Rachel (action officer) on 22 December 2025 at 11:06:37 AM - Noted.	22/12/2025
17/12/2025	15.1	Material Change of Use - Eloise A Handley and Ronald A Perquin, 8 Purdon Court, Sladevale	O'Mara, Angela	22 Dec 2025 5:18am O'Mara, Angela - Completion Completed by O'Mara, Angela (action officer) on 22 December 2025 at 5:18:34 AM - Decision notice issued in line with resolution.	22/12/2025
17/12/2025	15.2	Material Change of Use and Reconfiguring a Lot – Southern Downs Regional Council: Madsens Road, Yangan	Travers, Catherine	23 Dec 2025 10:50am Travers, Catherine - Completion Completed by Travers, Catherine (action officer) on 23 December 2025 at 10:50:05 AM - Decision Notice issued as per resolution.	23/12/2025
17/12/2025	15.3	Material Change of Use –Satake Australia Pty Ltd C/- Precinct Urban Planning – Haigs Road, Allora	Travers, Catherine	23 Dec 2025 9:13am Travers, Catherine - Completion Completed by Travers, Catherine (action officer) on 23 December 2025 at 9:13:04 AM - Decision Notice issued as per the resolution.	23/12/2025



ACTIONS FROM ORDINARY COUNCIL MEETING 17 DECEMBER 2025

MEETING DATE	ITEM NUMBER	AGENDA ITEM	ACTION OFFICER	ACTION TO DATE	COMPLETED
17/12/2025	15.4	Southern Downs Youth Council	Stanley, Maggi		
17/12/2025		Procedural Motion - Meeting Adjournment	Brophy, Rachel	22 Dec 2025 11:06am Seymour, Marion - Completion Completed by Seymour, Marion on behalf of Brophy, Rachel (action officer) on 22 December 2025 at 11:06:44 AM - Noted.	22/12/2025
17/12/2025	17.1	Draft Planning Scheme Submission Consideration	O'Mara, Angela	22 Dec 2025 5:19am O'Mara, Angela - Completion Completed by O'Mara, Angela (action officer) on 22 December 2025 at 5:19:26 AM - Resolution noted and changes made to align.	22/12/2025
17/12/2025	15.5	Southern Downs Planning Scheme	O'Mara, Angela		
17/12/2025	18.2	Procedural Motion to Suspend Standing Orders	Brophy, Rachel	22 Dec 2025 11:06am Seymour, Marion - Completion Completed by Seymour, Marion on behalf of Brophy, Rachel (action officer) on 22 December 2025 at 11:06:56 AM - Noted.	22/12/2025

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:	Meeting Date: 28 January 2026
	Chief Executive Officer	ECM Function No/s:

Recommendation

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

REPORT

- 1. Minister for Local Government and Water and Minister for Fire, Disaster Recovery and Volunteers** advising Council that the Local Government Legislation (Empowering Councils) Amendment Regulation 2025 was made by the Governor in Council on 11 December 2025 and notified in the Queensland Legislation website on 12 December 2025. The Amendment Regulation introduces amendments to the Local Government Regulation 2012 outlined in the correspondence (copy attached).

Action: Noted

- 2. Minister for Education and the Arts** in response to correspondence from the Mayor regarding funded Vocational Education and Training Schools Program in 2026 and advising that he had referred the query to the Minister for Finance, Trade, Employment and Training to provide clarification (copy attached).

Action: Noted

- 3. Mayor Hamilton to Deputy Premier and Minister for State Development, Infrastructure and Planning and Minister for Industrial Relations** advising that Council has now referred the draft Southern Downs Planning Scheme to the Deputy' Premier's Department for State Government review and approval, and requesting his assistance in ensuring the Planning Scheme is approved in a timely manner (copy attached).

Action: Noted

- 4. Mayor Hamilton to Assistant Minister to the Deputy Premier and Assistant Minister for Housing and Better Regulation** advising that Council has now referred the draft Southern Downs Planning Scheme to the Deputy' Premier's Department for State Government review and approval, and requesting her assistance in ensuring the Planning Scheme is approved in a timely manner (copy attached).

Action: Noted

ATTACHMENTS

1. Minister for Local Government and Water and Minister for Fire, Disaster Recovery and Volunteers [↓](#)
2. Minister for Education and the Arts [↓](#)
3. Correspondence from Mayor Hamilton to Deputy Premier [↓](#)
4. Correspondence from Mayor Hamilton to Assistant Minister to the Deputy Premier [↓](#)

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

DELIVERING
FOR QUEENSLAND



Queensland
Government

Our ref: CTS 24568/25

12 December 2025

1 William Street Brisbane
GPO Box 2247 Brisbane
Queensland 4001 Australia
Telephone +61 7 3719 7420
Email lgwv@ministerial.qld.gov.au
Website www.qld.gov.au

Councillor Melissa Hamilton
Mayor
Southern Downs Regional Council

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

Dear Councillor Hamilton

I write to inform you that the Local Government Legislation (Empowering Councils) Amendment Regulation 2025 (Amendment Regulation) was made by the Governor in Council on 11 December 2025 and notified on the Queensland Legislation website on 12 December 2025.

The Amendment Regulation introduces amendments to the Local Government Regulation 2012 and the City of Brisbane Regulation 2012 which will empower local governments, cut unnecessary red tape for local governments, and clarify councillor remuneration.

The amendments empower local governments by:

- enabling local governments, other than the Brisbane City Council, to grant concessions to ratepayers if satisfied the concession is appropriate having regard to the cost of living in the locality where the land is situated
- ensuring that all local governments can change the discount period for the early payment of rates if there are extraordinary circumstances
- increasing the thresholds for requiring tenders and quotes
- giving local governments the autonomy to decide whether to dispose of valuable non-current assets other than by tender or auction by resolution.

The amendments cut unnecessary red tape by:

- allowing local governments to not meet once in a month if impractical or unnecessary to do so, without requiring a Ministerial exemption
- removing the requirement for the Minister to grant an extension of time by which a local government must adopt their annual report
- removing the requirement for local governments to notify the Minister of reportable losses
- removing the requirement to include an annual performance plan for each commercial business unit of a local government
- removing the prohibition on councillors using discretionary funds in a local government election year (from 1 January to the conclusion of the election).

Additionally, the amendments clarify councillor remuneration by providing certainty to mayors and deputy mayors that their remuneration can only be decreased, by resolution, to be the same proportion of the maximum amount of remuneration payable as all other councillors of the local government are to receive.

These changes will complement the amendments in the Local Government (Empowering Councils) and Other Legislation Amendment Bill 2025, introduced into Parliament on 20 November 2025.

The Amendment Regulation and explanatory material are available on the Queensland Legislation website at www.legislation.qld.gov.au/browse/asmade. A summary of the amendments in the Amendment Regulation is also available on the Department of Local Government, Water and Volunteer's webpage at www.dlgwv.qld.gov.au/local-government/for-councils/governance/empowering-councils-reg.

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, appearing to read 'Ann Leahy'.

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

Minister for Education and the Arts



19 DEC 2025

1 William Street Brisbane 4000
PO Box 15033 City East
Queensland 4002 Australia
Telephone +61 7 3719 7270
Email: education@ministerial.qld.gov.au
arts@ministerial.qld.gov.au

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

Dear Mayor *Melina,*

Thank you for your letter dated 11 November 2025 regarding funded Vocational Education and Training in Schools (VETiS) programs in 2026. I appreciate the concerns you have raised and acknowledge your councils' commitment to supporting high-quality vocational pathways for students in your local community. It was a pleasure to connect with you at the Warwick East State School 175th anniversary celebrations.

As a member of the Crisafulli Government, I am especially focused on advancing this Government's plan for Queensland's future to create a strong, sustainable education system that serves every Queenslanders.

I acknowledge the valuable work that schools do in equipping students with skills they need for life after school. Queensland schools have a proud history of embracing and offering quality VET pathways including school-based apprenticeships and traineeships, which help students stay on track to achieve meaningful post-school pathways.

The changes to funding models and student eligibility scenarios you referenced are part of the Department of Trade, Employment and Training's (DTET) — *The Right Skills Strategy 2025–2028*.

To assist you, I have forwarded your letter to the Honourable Ros Bates MP, Minister for Finance, Trade, Employment and Training, to provide clarification around your specific examples, as her department is responsible for the VETiS 2026 funding policy.

The Department of Education and DTET will continue to collaborate to ensure young Queenslanders have access to quality education and training, preparing them for their next steps into further education, training, or employment.

If you require further information or assistance, please contact Mr Chris Lassig, Assistant Director-General, School Improvement, by email at christopher.lassig@qed.qld.gov.au or on (07) 3028 8288.

I trust this information is of assistance and thank you for your ongoing dedication to supporting our young people of Queensland.

Yours sincerely

JOHN-PAUL LANGBROEK MP
Minister for Education and the Arts

Ref: 25/1094027; M4333

PS. Thank you too for your Christmas wishes.
J.P.

Office of the Mayor



5 January 2026

Hon Jarrod Bleijie
Deputy Premier
Minister for State Development, Infrastructure and Planning
Minister for Industrial Relations
PO Box 15009
CITY EAST QLD 4002

Email: deputy.premier@ministerial.qld.gov.au

Dear Deputy Premier

Thank you for your letter dated 28 November, and to your commitment to early and ongoing engagement with local governments on planning scheme reviews and legislation changes that affect local communities. We also very much appreciate your advice for Council to consider potential projects for submission under the next round of Residential Activation Funding (RAF), and this is a high priority for us.

Your department would have now received a copy of the draft Southern Downs Planning Scheme for State Government review and approval. This planning scheme is the result of many months of hard work by Council staff and listening to our community through a highly successful community engagement campaign. Having a revised and modern Planning Scheme will enable our Council to address housing supply challenges and drive business attraction for our region. In line with our discussions in Allora on 2nd October and the core portfolio values outlined in your Ministerial Charter, I would be very thankful for your assistance in ensuring the Planning Scheme is approved in a timely manner.

On behalf of Council, I thank you and your department for your continued support during 2025 as we worked through the release of the draft scheme for public consultation and I look forward to our continued partnership with the State Government as we work towards adopting the Southern Downs Planning Scheme in 2026.

Yours sincerely

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

Melissa Hamilton
Mayor

Office of the Mayor



5 January 2026

Rebecca Young MP
Member for Redlands
Assistant Minister to the Deputy Premier and Assistant Minister for Planning, Housing and Better Regulation
Tenancy H20
Victoria Point Lakeside
11-27 Bunker Road
VICTORIA POINT QLD 4165

Email: Redlands@parliament.qld.gov.au

Dear Assistant Minister Young

I am writing to advise that your department would have now received a copy of the draft Southern Downs Planning Scheme for State Government review and approval. This planning scheme is the result of many months of hard work by Council staff and listening to our community through a highly successful community engagement campaign.

Having a revised and modern Planning Scheme will enable our Council to address housing supply challenges and drive business attraction for our region. In line with our discussions last year and the core portfolio values outlined in the Ministerial Charter for State Development, Infrastructure and Planning, I would be very thankful for your assistance in ensuring the Planning Scheme is approved in a timely manner.

On behalf of Council, I thank you and your department for your continued support during 2025 and I look forward to our continued partnership with the State Government as we work towards adopting the Southern Downs Planning Scheme in 2026.

Yours sincerely

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

Melissa Hamilton
Mayor

10. RECEPTION AND READING OF PETITIONS AND JOINT LETTERS

Nil


11. PORTFOLIO REPORTS

Nil

12. EXECUTIVE SERVICES REPORTS

12.1 Chief Executive Officer - Status Report

Document Information

 Southern Downs REGIONAL COUNCIL	Report To: Ordinary Council Meeting	
	Reporting Officer:	Meeting Date: 28 January 2026
	Chief Executive Officer	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 17 December 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 Windle	10.1 – Petition – Request for the Establishment of an Off-Leash Dog Park in Allora	What is the timeframe for a report to come back to Council on the Petition request?	<p>Council received a petition from the Secretary of the Allora Branch of the Queensland Country Women's Association requesting the establishment of an off-lease dog park in Allora. The petition was accepted by Council at the OCM on 17 December 2025.</p> <p>Council officers will commence preliminary investigation in February 2026, including initial consultation and identification of an appropriate site (including sections of Stuart Henry Park or Apex Park). Project scoping and indicative cost estimates will then be undertaken. Findings will be presented at the Councillor Information Session (CIS) on 11/3/26. Following the Council Information Session it will go to an Ordinary Council Meeting</p>

			for decision.
Cr Wantling	15.2 Material Change of Use and Reconfiguring a Lot – Southern Downs Regional Council: Madsens Road, Yangan	Why is there a reference to Rural Code PO1 in the Rural zone code with a reference to proposed Emu Swamp Dam?	<p>“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.”</p> <p>All assessments against the Rural zone code, require assessment against this Performance outcome, regardless of their location within the region, i.e. in proximity to the area identified as the proposed Emu Swamp Dam or not. The intent of the Performance outcome is to ensure proposed uses do not conflict with rural uses or the surrounding area. Where a proposed development is located in the proposed Emu Swamp Dam area, then the assessment against this Performance outcome is more detailed in this regard.</p> <p>The Emu Swamp Dam reference has no bearing on any proposed developments not within this area.</p>
Cr Deane	15.3 – Material Change of Use – Satake Australia Pty Ltd C/- Precinct Urban Planning – Haigs Road, Allora	Does the Warwick Industrial Estate have any further capacity for the establishment of businesses?	<p>The Southern Downs Industrial Land Strategy, prepared in 2022, identified that Warwick has availability of approximately 319 hectares of vacant or under-developed land within the Industry zone.</p> <p>This document informed the draft Southern Downs Planning Scheme and is available on Council’s website: Southern Downs Draft Planning Scheme Review - Stage 2 Have Your Say Southern Downs</p>
Cr Bartley	15.3 – Material Change of Use – Satake Australia Pty Ltd C/- Precinct Urban Planning – Haigs Road, Allora	Is there the ability to bring forward the proposed capital works for Haigs Road?	<p>Haigs Road has not been subject to a detailed designed at this stage and is not currently within Council's two-year capital works plan.</p> <p>The detailed design will be completed this current financial year.</p> <p>The project would be</p>

			dependent on funding approvals, with the construction of the project potentially commencing in mid-2028.
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2. Other Business


Nil

ATTACHMENTS

Nil

12.2 Southern Downs Local Disaster Management Group - Deputy Chairperson Nomination

Document Information

	Report To: Ordinary Council Meeting	
	Reporting Officer:	Meeting Date: 28 January 2026
	Disaster Management Coordinator	ECM Function No/s:

Recommendation

THAT Council in accordance with s. 33 (1) and 34 (3) of the *Disaster Management Act 2003* and s. 9 (1) (a) and s.10 (1) of the *Disaster Management Regulation 2014* appoint a Deputy Chairperson to the Southern Downs Local Disaster Management Group ("LDMG").

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."

Section 10 of the Regulation defines Chairperson and Deputy Chairperson of local groups as follows:

"(1) For section 34(2) of the Act, the chairperson and deputy chairperson of a local group are the persons appointed by the relevant local government for the local group to be the chairperson and deputy chairperson.

(2) The chairperson must be:

(a) if the relevant local government is a combined local government –

- (i) the mayor of any of the local governments comprising the combined local government; or*
- (ii) a nominee of a mayor mentioned in subparagraph (i) who is a councillor of any of the local governments comprising the combined local government; or*
- (b) otherwise –*
 - (i) the mayor of the relevant local government; or*
 - (ii) a nominee of the mayor of the relevant local government who is a councillor of the local government.”*

Report

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

The Regulation also specifies the role of the Chairperson and the Deputy Chairperson, as follows in s. 16;

- (1) the Chairperson of a disaster management group is to preside at all meetings of the group at which the chairperson is present
- (2) If the chairperson is absent from a meeting of a disaster management group, but the deputy chairperson is present, the deputy chairperson is to preside.

On 19 December 2025, Councillor Joel Richters resigned as the LDMG Deputy Chair and the position is now vacant.

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 Deputy Chairperson.

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”). Additionally, the Regulation prescribes that a Chair and Deputy Chair must be appointed.

Opportunity

The appointment of a Deputy Chair will assist the running of the meetings in the event that the Chairperson is absent.

COMMUNITY ENGAGEMENT

Internal Consultation

External Consultation

Nil

LEGAL / POLICY

Legislation / Local Law

Disaster Management Act 2003
Disaster Management Regulation 2014

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

Nil

13. CORPORATE SERVICES REPORTS

13.1 Financial Services - Financial Report as at 31 December 2025

Document Information

	Report To: Ordinary Council Meeting	
	Reporting Officer:	Meeting Date: 28 January 2026
	Management Accountant	ECM Function No/s:

Recommendation

THAT Council receive and note the Financial Performance Report as at 31 December 2025.

REPORT

Background

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

Report

Income Statement

Overall year-to-date (YTD) net operating performance, of \$2.1M, is \$0.9M improvement to the YTD budget. This is an increase of \$0.1M compared to last month's result.

Revenue

YTD operational revenue of \$61.3 is \$3M more than budget with the following increases:

- Grants & Subsidies are currently \$0.9M more than budget due to the receipt of emergency funding not originally budgeted and the timing of the receipt of waste grants.
- \$0.7M in additional road maintenance (RMPC) works undertaken on behalf of Department of Transport and Main Roads (TMR). This is an increase in revenue due to the volume and type of work required by TMR under this contract.
- \$0.5M increase in fees and charges due to additional \$0.2M in waste disposal fees \$0.2M in Connection Fees.
- \$0.5M in interest revenue due to a larger cash balance than originally budgeted.

Expenses

YTD operational expenses of \$59.2M are currently \$1.9M more than budget. The key increases in expenses are:

- \$0.8M in Material and Services because of additional work undertaken for TMR and works related to unbudgeted emergency works. All of these costs have been funded by either TMR or grants.

- \$0.6M in Employee Costs due to additional TMR works of \$0.3M (RPMC works which we are being paid by TMR) and \$0.1M for unbudgeted flood works (grant funded). We also had an increase of \$0.2M to complete asset management inspections.
- \$0.3M in additional internal Plant Hire Charges due to the inclusion of additional costs not previously budgeted for under internal plant hire.

Capital Grants, Contributions and Donations

Revenue from capital grants is \$1.7M more than budget, at \$9.3M due to property being provided to Council for no payment (contributed asset) as part of their development obligations.

Balance Sheet

Cash and Loans

As at 31 December 2025, Council had \$76.4M in cash at bank and investments, of which approximately \$50.3 is unrestricted cash. The total of outstanding loans, both the current and non-current, is \$9.3M, this is \$5.5M less than budget due to the assumption at the time the budget was approved that Council would draw down the entire \$4M loan immediately to fund the WIRAC Roof Replacement Works. Only \$500k of works was budgeted to be completed by the end of the year.

Property, Plant and Equipment

Property, Plant and Equipment decreased by \$4.3M due to a correction in deducting estimated depreciation from the wrong account (depreciation was previously posted to a liabilities account not the asset account. The reason for this is that each year the Fixed Asset system cannot be updated for the new financial year (2025/26) until after the audited accounts are signed. The practice in Council is to estimate the depreciation and then post the amount to both the Income Statement and a liability account and not as a deduction to the assets.

The asset account will be fully corrected in the January accounts. A further 4 months of depreciation of \$9M will be adjusted against assets in next month's report.

Capital Works in Progress

Capital works expenditure as at 31 December 2025 was \$25.4M which is 36.4% of the approved capital works budget of \$69.8M. There is a further \$18M in committed costs, meaning \$43.4M has been spent or committed, representing 62.2% of the adopted budget. In comparison to last year, at this stage Council had spent or committed 37.6% 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

Finance continues to work with the General Manager Infrastructure, Assets and Projects, Manager of Assets, Spatial and Projects and the relevant project managers on project variances and milestone alignment in project delivery to improve cash flow forecasting and monthly reporting.

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 2025/26

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 - December 2025 [↓](#)



Southern Downs
REGIONAL COUNCIL

Performance Report

December 2025

Southern Downs Regional Council

Income Statement

December 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	22,723,122	22,552,805	170,317	0.8%		45,105,550	45,105,550
Rural fire brigade levy	142,498	141,785	713	0.5%		283,570	283,570
Utility Rates and Charges	17,783,774	18,287,419	(503,644)	(2.8%)	1	36,564,838	36,564,838
Less Discounts	(1,324,179)	(1,332,586)	8,407	(0.6%)		(2,665,171)	(2,665,171)
Rates on Council properties	(433,334)	(420,650)	(12,684)	3.0%		(880,294)	(880,294)
	38,891,881	39,228,773	(336,892)	(0.86%)		78,408,493	78,408,493
Fees and Charges	5,392,238	4,886,130	506,109	10.4%	2	8,817,955	8,817,955
Interest	2,279,918	1,766,312	513,606	29.1%	3	3,531,824	3,531,824
Contract & Sales Revenue	1,661,161	931,514	729,647	78.3%	4	2,264,716	2,264,716
Rent and Other Income	660,751	645,081	15,670	2.4%		1,320,766	1,320,766
Government Grants and Subsidies	5,664,369	4,812,116	852,253	17.7%	5	11,595,126	11,595,126
Internal Revenue	6,729,371	6,280,174	449,196	7.2%		12,560,348	12,560,348
Total Operating Revenue	61,279,689	58,550,100	2,729,589	4.7%		118,499,229	118,499,229
Expenses from ordinary activities							
Employee Costs	16,964,213	16,367,240	596,973	3.6%	6	32,126,684	32,126,684
Materials and Services	23,321,602	22,564,261	757,341	3.4%	7	47,852,158	47,852,158
Depreciation and Amortisation	12,815,353	12,553,949	261,405	2.1%		26,643,546	26,643,546
Plant Hire	2,790,094	2,539,228	250,866	9.9%	8	5,078,440	5,078,440
Finance Costs	336,715	329,239	7,476	2.3%		863,319	863,319
Internal Charges	2,990,956	2,990,954	2	0.0%		5,981,908	5,981,908
Total Operating Expenses	59,218,933	57,344,871	1,874,062	3.3%		118,546,055	118,546,055
Operating Surplus/(Deficit) before capital items	2,060,756	1,205,229	855,527	70.98%		(46,827)	(46,827)
Other Capital Amounts							
Capital Grants, Contributions and Donations	9,323,162	7,573,503	1,749,659	23.1%	9	15,548,000	15,548,000
Other capital income and (expenses)	(82,125)	553,500	(635,625)	(114.8%)	10	(4,271,000)	(4,271,000)
Net Result Surplus/(Deficit)	11,301,793	9,332,233	1,969,561	21.1%		11,230,173	11,230,173

Note 1: Utility charges under budget due to water consumption less than anticipated by (\$702K)

Note 2: Fees and Charges above budget due to Waste Disposal Fees \$177K, Application and Connection Fees \$235K and Cattle Sales Fees \$82K

Note 3: Interest earned higher than budgeted due to cash rate increases with RBA, and good investment opportunities with banks

Note 4: Recoverable Works higher than budgeted due to receipt of RMPC funding not aligning with budget phasing and additional works completed

Note 5: Grants and Subsidies higher than budget due to grants receipt of Emergency Funding not in current budget, 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 \$267K together with additional level of asset management inspections \$180K together with emergency response of \$132K.

Note 7: Materials and Services over budget mainly under 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 donated assets not accounted for in budget

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

Southern Downs Regional Council Balance Sheet

December 2025

	Phased 2025 YTD Actual \$	Annual 2025 Budget \$	YTD Variance \$	YTD Variance %
Current Assets				
Cash assets & Investments	76,369,553	87,589,000	(11,219,447)	(12.8%)
Receivables	7,679,521	11,872,000	(4,192,479)	(35.3%)
Assets held for sale	159,907	160,000	(93)	(0.1%)
Inventories	1,255,291	1,138,000	117,291	10.3%
	85,464,272	100,759,000	(15,294,728)	-15.2%
Non-Current Assets				
Investment Property	363,900	364,000	(100)	(0.0%)
Property, plant and equipment	1,012,502,499	1,027,804,000	(15,301,501)	(1.5%)
Other Financial Assets	126,379	136,000	(9,621)	(7.1%)
Capital works in progress	38,985,641	15,500,000	23,485,641	151.5%
Intangible Assets	83,317	88,000	(4,683)	(5.3%)
	1,052,061,736	1,043,892,000	8,169,736	0.8%
TOTAL ASSETS	1,137,526,008	1,144,651,000	(7,124,992)	(0.6%)
Current Liabilities				
Creditors and other payables	13,395,579	15,318,000	(1,922,421)	(12.6%)
Provisions	8,904,254	9,119,000	(214,746)	(2.4%)
Interest bearing liabilities	2,098,379	2,367,000	(268,621)	(11.3%)
	24,398,212	26,804,000	(2,405,788)	(9.0%)
Non-Current Liabilities				
Interest bearing liabilities	7,239,125	12,615,000	(5,375,875)	(42.6%)
Provisions	15,380,867	15,155,000	225,867	1.5%
Other Payables	1,680,467	1,671,000	9,467	0.6%
	24,300,458	29,441,000	(5,140,542)	(17.5%)
TOTAL LIABILITIES	48,698,670	56,245,000	(7,546,330)	(13.4%)
NET COMMUNITY ASSETS	1,088,827,337	1,088,406,000	421,337	0.0%
Community Equity				
Asset Revaluation Reserve	382,365,600	377,790,000	4,575,600	1.2%
Retained surplus	706,461,737	710,616,000	(4,154,263)	(0.6%)
TOTAL COMMUNITY EQUITY	1,088,827,337	1,088,406,000	421,337	0.0%

Southern Downs Regional Council

Cash Flow Statement

December 2025

	Phased 2026 YTD Actual \$	Phased 2026 YTD Budget \$	YTD Variance \$	YTD Variance %	Annual 2026 Budget \$
Cashflows from operating activities					
Receipts from customers	51,265,545	45,046,416	6,219,129	13.8%	90,829,000
Payments to suppliers and employees	(56,123,307)	(46,910,500)	(9,212,807)	19.6%	(79,086,000)
Investment and interest revenue received	2,279,918	1,766,312	513,606	29.1%	3,531,000
Rental Income	660,751	645,081	15,670	2.4%	635,000
Non-capital grants and contributions	5,664,369	4,812,116	852,253	17.7%	11,567,000
Borrowing costs	-	-	-	0.0%	(519,000)
Other cashflows from operating activities	-	-	-	0.0%	-
Net Cash Operating Activities	3,747,276	5,359,425	(1,612,149)	82.7%	26,957,000
Cashflows from Investing Activities					
Sale of property, plant and equipment	(82,125)	553,500	(635,625)	(114.8%)	1,107,000
Grants, subsidies, contributions and donations	9,323,162	7,573,503	1,749,659	23.1%	16,377,000
Net investment maturities	-	-	-	0.0%	-
Purchase of property, plant and equipment	(25,404,698)	(40,768,000)	15,363,302	(37.7%)	(69,768,000)
Payments for intangible assets	-	-	-	0.0%	-
Net Cash Investing Activities	(16,163,661)	(32,640,997)	16,477,336	(129.4%)	(52,284,000)
Cash Flows from Financing Activities					
Proceeds from/repayment of borrowings and advances	506,834	336,833	170,001	50.5%	4,479,000
Net Cash Financing Activities	506,834	336,833	170,001	50.5%	4,479,000
Net increase in cash and cash and equivalent held	(11,909,551)	(26,944,738)	15,035,187	(55.8%)	(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	76,369,553	36,871,262	39,498,291	107.1%	67,431,104

Cash at end of period is significantly higher (\$39m) than budget primarily due to cash balance at the beginning of the year being \$24m above what was forecast in the budget together with \$16m in less capital spend than budgeted.

Southern Downs Regional Council

Sustainability Ratios

December 2025

	Key Ratios	Calculation	Annual Budget	YTD Actual	Target Ratio	On Target?	Overview
Financial Capacity	Council Controlled Revenue Ratio	((Net Rates, Levies and Charges + Fees and Charges) / Total Operating Revenue) (%)	82.50%	81.97%	N/A	✓	Council-controlled revenue is an indicator of a Council's financial flexibility, ability to influence its operating income, and capacity to respond to unexpected financial shocks.
	Population Growth Ratio	(Prior year estimated population / previous year estimated population) - 1	0.60%	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	(Net Operating Surplus / Total Operating Revenue) (%)	(0.04%)	18% *	> 0.0% to < 10.0%	✗	The operating surplus ratio is an indicator of the extent to which operating revenues raised cover operational expenses only or are available for capital funding purposes.
	Operating Cash Ratio	(Net Operating Surplus + Depreciation + Finance Costs) / Total Operating Revenue (%)	25.70%	24.83%	> 0%	✓	The operating cash ratio indicates that a Council is generating surplus cash from its core operations, which suggests that Council has the ability to self-fund its capital expenditure requirements.
Liquidity	Unrestricted Cash Expense Cover Ratio	(Total Cash and Equivalents + Current Investments + Available Ongoing QTC Working Capital Facility Limit - Externally Restricted Cash) / Total Operating Expenditure - Depreciation and Amortisation - Finance Costs) x 12	7	13	Greater than 4 months	✓	The unrestricted cash expense cover ratio is an indicator of the unconstrained liquidity available to a Council to meet ongoing and emergent financial demands, which is a key component to solvency. It represents the number of months a Council can continue operating based on currently monthly expenses.
Asset Management	Asset Sustainability Ratio	(Capital Expenditure on the Replacement of Assets (renewals) / Depreciation Expense)	105.7%	198.0%	> 90%	✓	This is an approximation of the extent to which the infrastructure assets managed by the Council are being replaced as these reach the end of their useful lives.
	Asset Consumption Ratio	Written Down Replacement Cost of Depreciable Infrastructure Assets / Current Replacement Cost of Depreciable Infrastructure Assets	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	Total of Planned Capital Expenditure on Infrastructure Asset Renewals over 10 Years / 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	(Book Value of Debt / (Total Operating Revenue - Total Operating Expenditure + Depreciation and Amortisation))	0.56	0.63	Tier 4 = 0 - 3 times	✓	This is an indicator of Council's ability to repay its existing debt. It measures the relative size of the Council's debt to its operating performance.
Other	Working Capital Ratio	(Current Assets / Current Liabilities)	3.76:1	3.5 : 1	> 1:1	✓	This is an indicator of the management of working capital (short term financial capital). Measures the extent to which a Council has liquid assets available to meet short term financial obligations.
	Net Financial Liabilities Ratio	((Total Liabilities - Current Assets) / Total Operating Revenue)	(37.6%)	(60.0%)	<=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

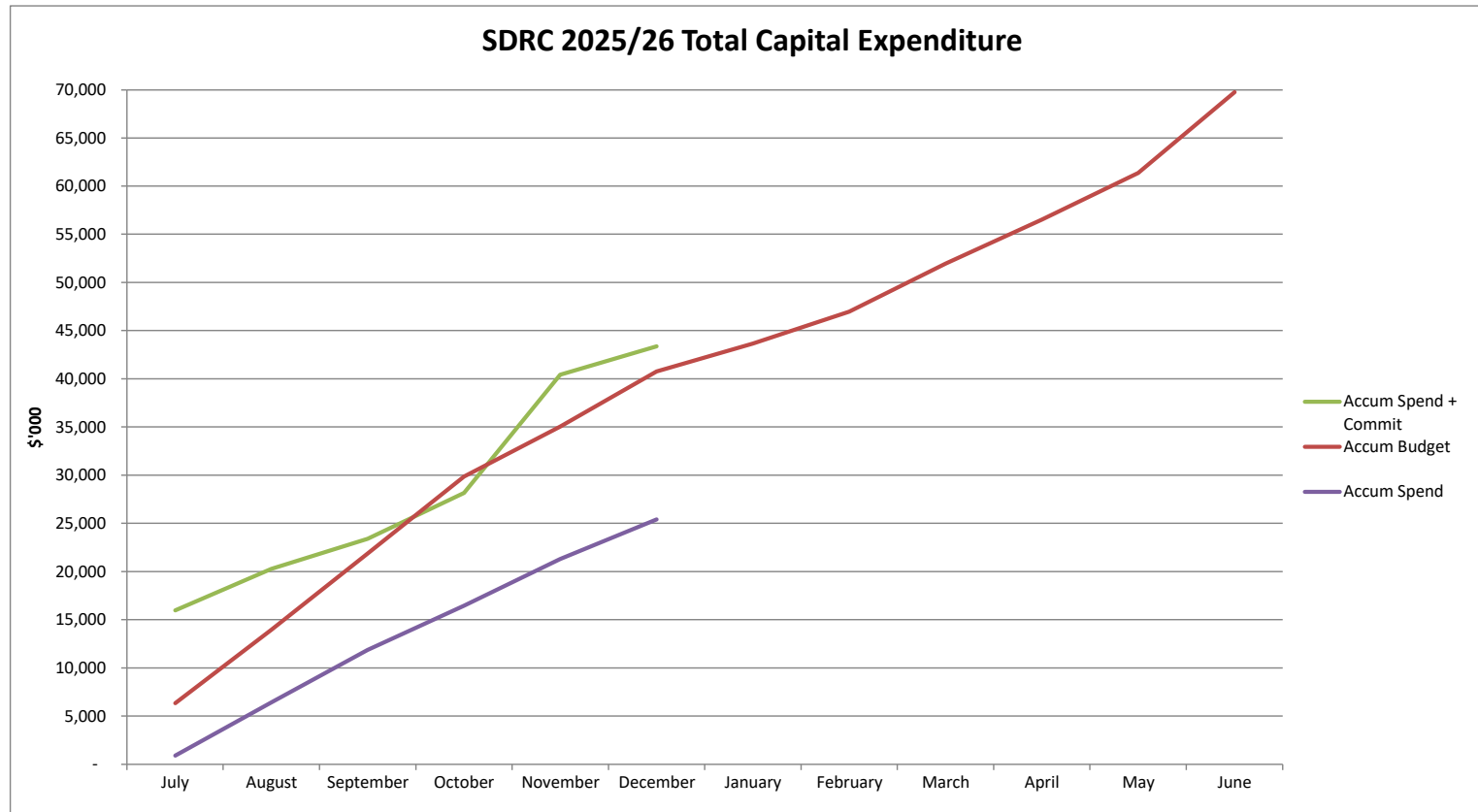
When looking at ratios it is important to understand that they represent a snapshot in time and some ratios are more annualised targets.

* 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.

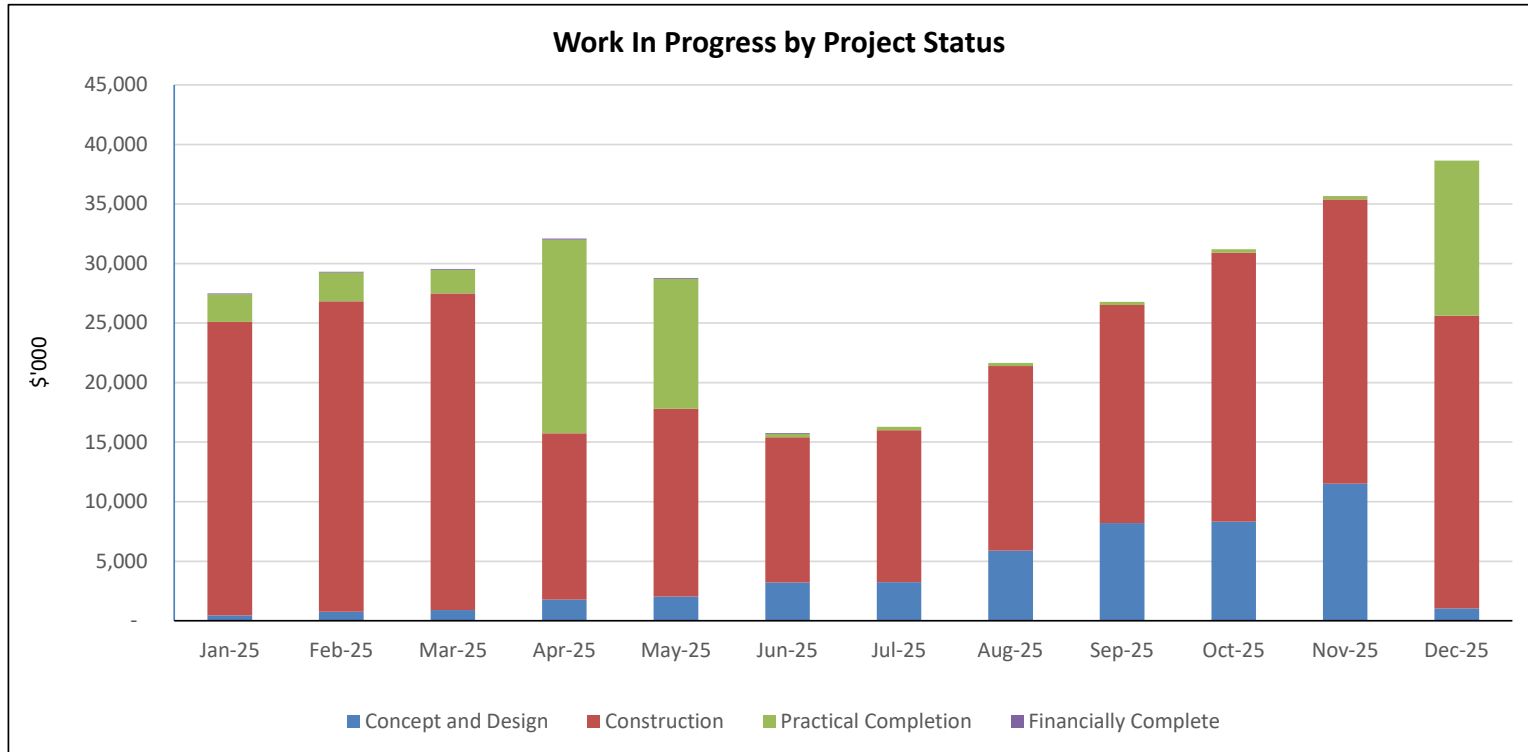
Southern Downs Regional Council
Capital Works Projects by Asset Class
As At 31 December 2025

	Budget	YTD Expenditure	% Spent	Committed	Spent and Committed	% Spent and Committed
Land	-	-	-	800	800	-
Buildings	4,189,910	882,013	21.1%	2,010,769	2,892,782	69.0%
Plant & Equipment	8,803,097	1,240,921	14.1%	4,317,248	5,558,170	63.1%
Roads, Drains & Bridges	24,331,341	11,633,726	47.8%	2,338,265	13,971,991	57.4%
Water	12,368,022	3,091,779	25.0%	4,091,036	7,182,815	58.1%
Sewerage	7,718,918	579,600	7.5%	4,689,800	5,269,400	68.3%
Other Assets	12,357,040	7,976,659	64.6%	528,131	8,504,790	68.8%
Total	69,768,328	25,404,698	36.4%	17,976,050	43,380,748	62.2%

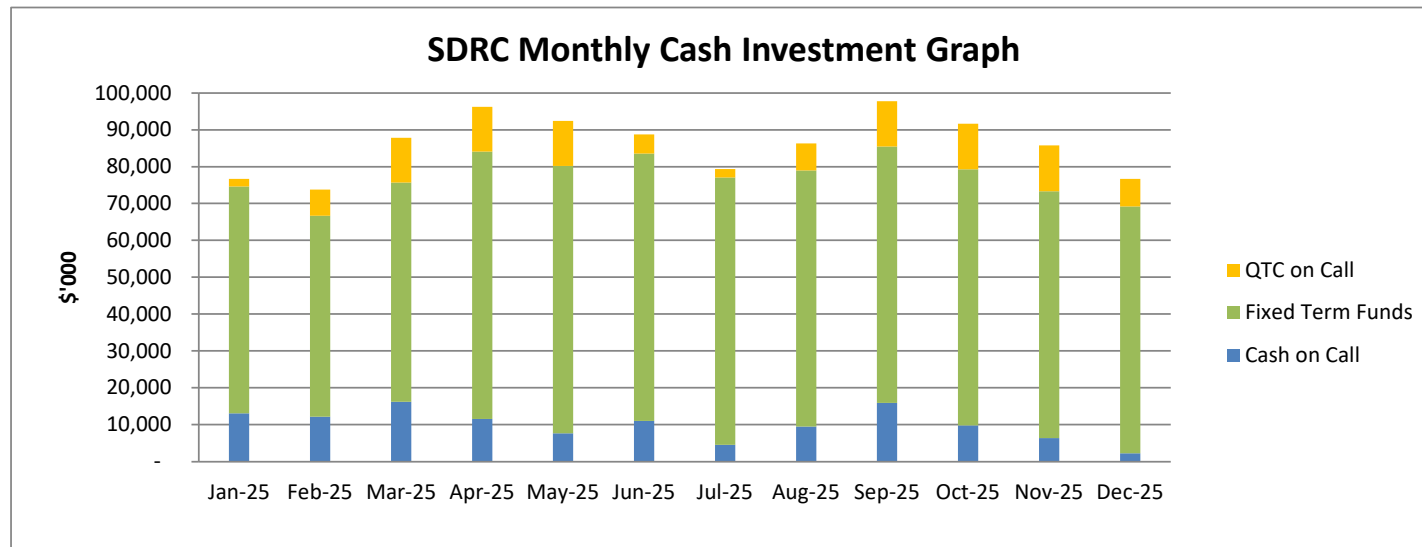
Southern Downs Regional Council
Capital Expenditure
As At 31 December 2025



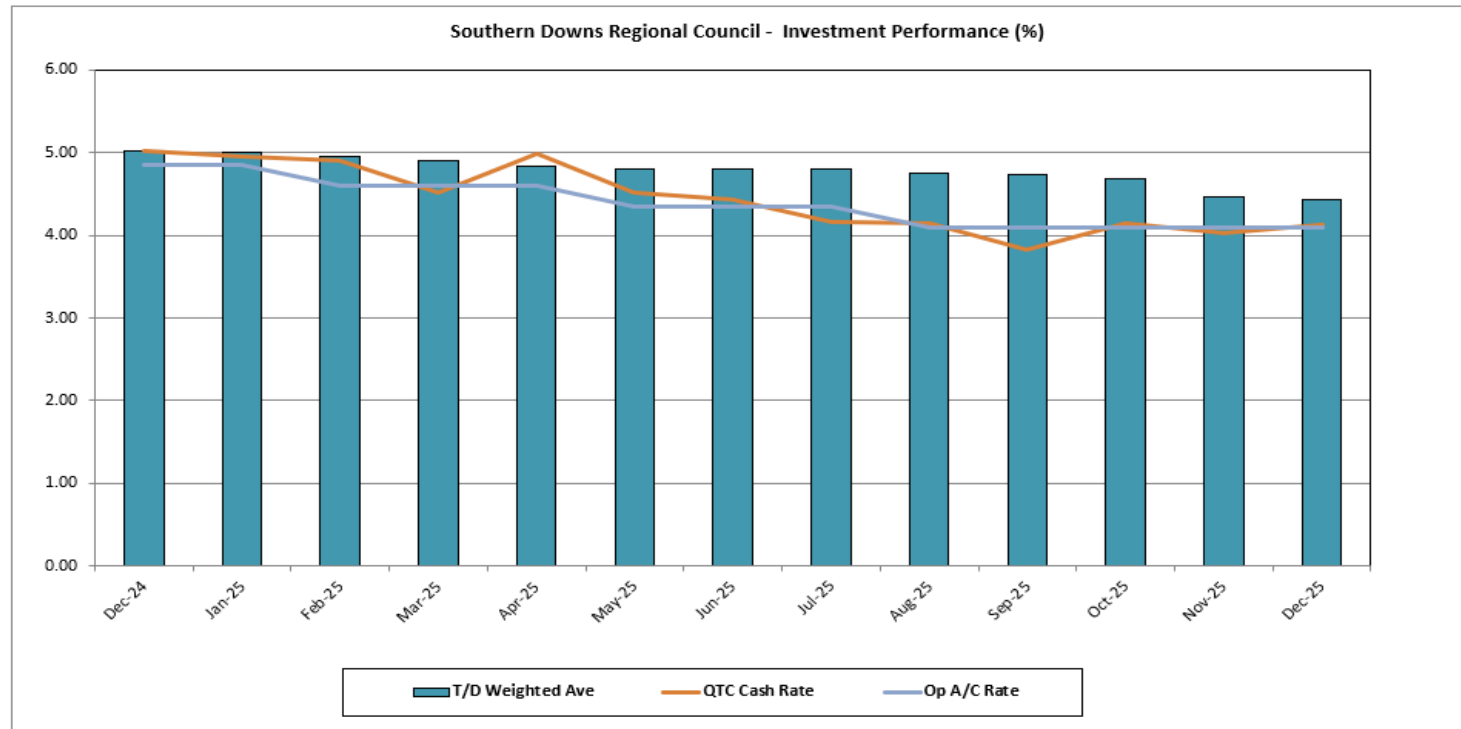
**Southern Downs Regional Council
Work in Progress (WIP) Status Report
As At 31 December 2025**



**Southern Downs Regional Council
Total Monthly Cash Investment Register
As At 31 December 2025**



Southern Downs Regional Council
Investment Performance
As At 31 December 2025




**Southern Downs Regional Council
Borrowings Report
As At 31 December 2025**

QTC Loan Account	Balance	Payout Date
CBD Redevelopment Stage 2	282,092	Mar-28
Market Square Pump Station	131,643	Mar-28
General	952,608	Mar-28
General 2009	451,080	Mar-28
General 2009/10	68,549	Mar-28
General 2010/11	1,034,771	Mar-28
General 2011/12	2,345,325	Jun-32
General 2012/13	1,365,521	Dec-32
Warwick Sewerage Treatment Plant	75,425	Jun-26
Allora Water Main	2,630,490	Mar-34
Total Loan Balance	<u>9,337,504</u>	

13.2 Operational Plan 2025/26 - Second Quarter Update

Document Information

	Report To: Ordinary Council Meeting	
	Reporting Officer:	Meeting Date: 28 January 2026
	Governance & Risk Officer	ECM Function No/s:

Recommendation

THAT Council receive and note the second quarter update of the 2025/2026 Operational Plan

REPORT

Purpose

The *Local Government Act 2009* requires that Council prepare and adopt an Operational Plan for each financial year.

The *Local Government Regulation 2012* requires that Council must make assessments of its progress towards implementing its Operational Plan at regular intervals of not more than three months and that it must discharge its responsibilities in a way that is consistent with the annual Operational Plan.

The Operational Plan 2025/26 is a key component of Council's integrated planning and reporting framework and gives effect to the strategic directions and priorities set out in Council's Corporate Plan 2021-2026. It translates Council's long-term vision and community objectives into specific, measurable actions to be delivered within the current financial year, supported by the adopted budget and resourcing arrangements.

This Quarter Two report provides an update on Council's progress in implementing the Operational Plan during the period October 2025 to December 2025, demonstrating how Council's activities continue to align with its strategic objectives and community outcomes. The report also supports Council's legislative and governance obligations by providing transparent information on performance, service delivery and operational effectiveness.

The reporting framework ensures that strategic priorities, operational activities, performance measures and resource allocations remain aligned, enabling Council to monitor progress, identify emerging risks and challenges, and take timely corrective action where required. This alignment supports sound decision making, responsible sound management of public resources and continuous improvement in service delivery to the community.

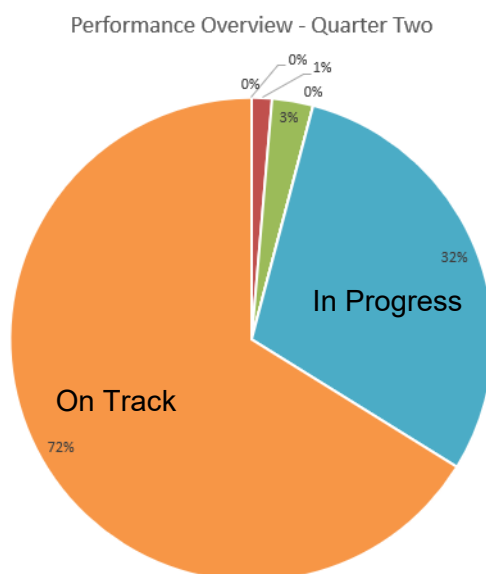
Key Achievements

- The Renewable Energy Community Benefit System Policy was adopted by Council in November 2025
- Interagency meeting attracted over 80 attendees
- Wellness Plan Survey Developed, Distributed and Returned.
- Training Matrix Developed and Completed.
- Competency Framework developed for Water.
- Leadership Competency Framework in draft.
- Draft policies developed for the Apprenticeship and Traineeship programs.

- Sexual Harassment Prevention Plan Phase 1 developed and completed.
- Child Safe and Wellbeing Policy developed and completed.
- Updated Code of Conduct – Interacting with Children and Young People completed.
- Reportable Conduct Notification Form – External (for Council Website) developed and completed.
- Reportable Conduct Notification Form – Internal (for Pulse) developed and completed.
- Updated Statement of Commitment to the Safety of Children and Young People developed and completed.
- Website Implementation Plan – External developed and completed.
- Website Implementation Plan – Internal (Pulse) developed and completed.
- Child Safe and Wellbeing Procedure – Complaints Procedure and Guide developed and completed.
- Most of the Safety Management System is documented and approved.
- Code of Conduct training for all staff completed during this quarter.
- Success of Special sales at Saleyards during quarter two.
- Completion of community engagement for the draft Local Government Infrastructure Plan.
- Project Management Training Program implemented and successfully delivered first program.

Performance Overview

Category	Percentage
On Track	72%
In Progress	32%
Completed	3%
Delayed/Off Track	0%
At Risk	0%
Cancelled/deferred	1%
Not Started	0%



Key:

On Track	Progress is occurring as planned and the deliverable is expected to be completed by the due date within the approved resources.
In Progress	Work has commenced and is actively underway. Milestones or tasks are being undertaken internally or by contractors.
Delayed/Off Track	Progress has significantly fallen behind schedule, and the deliverable will not be achieved within the planned timeframe or needs major changes to the scope or resources.
At Risk	The deliverable is behind schedule, experiencing issues, or facing barriers that may affect delivery, but recovery is still possible.
Completed	The deliverable has been fully delivered, and evidence is available to verify completion (eg report adopted, project handed over, milestone achieved).
Cancelled/Deferred	The deliverable has been formally ceased due to a decision by Council or ELT or moved to next FY due to funding or scope change.

Amendments to the Plan

- Our Places 7 – Construction of a roof over the Saleyards; finish date amended to June 2027 due to securing funding.
- Our Places 13 – Completion of actions in the Drought Resilience Package; finish date amended to November 2026
- Our Prosperity 3 – Delivery of Development Compliance High Priority Matters; finish date amended to June 2027.
- Our Prosperity 5 – Workforce Strategy 2024-2028; finish date amended to June 2028 to align with the project timeline.
- Our Performance 12 – Safety Management System; finish date amended to April 2026.

FINANCIAL IMPLICATIONS

Budget performance relevant to delivery of the Operational Plan;

RISK AND OPPORTUNITY

Risk

Failure to meet legislated timeframes

Opportunity

Nil

COMMUNITY ENGAGEMENT

Internal Consultation

Council's Executive Leadership Team and Senior Leadership Team are responsible for their applicable departmental actions within the 2025/2026 Operational Plan and the leadership teams consult with their respective staff to complete and report on the progress of the actions.

Report presented to Council Information Session on 14 January 2026.

External Consultation

Nil

LEGAL / POLICY

Legislation / Local Law

Section 104 Local Government Act 2009

Sections 169, 174, 175 Local Government Regulation 2012

Corporate Plan

Goal 4 Our Performance

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

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

Policy / Strategy

Corporate Plan 2021-2026

Annual Operational Plan 2025/26

ATTACHMENTS

1. Operational Plan 2025/26 - Quarter Two Progress Update [↓](#)

Operational Plan 25/26

Quarter Two Progress Update

Our People

OUR PEOPLE live and work in diverse urban and rural communities where varied cultures are recognised and celebrated for their differences.

REF	ACTION/OUTCOME	START	FINISH	MULTI YEAR?	CORPORATE PLAN LINK	QUARTER 2 PROGRESS UPDATE	QUARTER 2 CURRENT STATUS
1	Develop and implement an effective and genuine renewable energy community engagement process.	Jul-25	Mar-26	No	1.1.2	The Renewable Energy Community Benefit System Policy was adopted by Council in November 2025, with subsequent documentation and framework to be finalised by March 2026.	On Track
2	Deliver quality library services through Council's three (3) fixed locations.	Jul-25	Jun-26	No	1.2.1	Ongoing delivery. Allora swipe card access for community out of hours is now fully operational.	On Track
3	Continue to deliver community and civic events, such as Citizen of the Year, Anzac Day and Carols.	Jul-25	Jun-26	No	1.2.1	Remembrance Day, Warwick Rodeo Street Parade and Carols in the Park have been successfully delivered.	On Track
4	Conduct a stock take of public toilet facilities to review existing service standards improving these where required.	Jul-25	Jun-26	No	1.2.1	A preliminary stocktake of public toilet facilities was completed. Review of existing service standards to be completed by end Q3.	In progress
5	Review non-traditional burials being adopted elsewhere with a view to expanding Council interment services.	Jul-25	Jun-27	Yes	1.2.1	Draft policy presented at Council Information Session.	In progress
6	Deliver community events e.g. NAIDOC Week, Youth Week, Disability Action Week, Seniors Week.	Jul-25	Jun-26	No	1.2.2	The Youth Council program for 2025 is completed with participants presenting to Council. Seniors Week events have been successfully delivered.	On Track
7	Hold quarterly Interagency Meetings with key stakeholders.	Jul-25	Jun-26	No	1.2.3	Inter-Agency meeting held on the 25 Nov 2025 with over 80 members in attendance.	On Track



Operational Plan – Quarter Two Progress Update

Oct - Nov-Dec 2025

REF	ACTION/OUTCOME	START	FINISH	MULTI YEAR?	CORPORATE PLAN LINK	QUARTER 2 PROGRESS UPDATE	QUARTER 2 CURRENT STATUS
8	Through the Stanthorpe and Warwick Art Galleries, deliver exhibitions and educational programs.	Jul-25	Jun-26	No	1.3.1	Bi-annual meetings were held with Stanthorpe Regional Art Gallery on 4 November 2025 and Warwick Art Gallery on 27 October 25. Continuing with the revitalisation project of the Warwick Art Gallery open space.	On Track
9	Work with state agencies, sporting and recreational groups to identify programs, grant opportunities and events.	Jul-25	Jun-26	No	1.3.3	Council's Community Development Team continue to identify grant opportunities and promote to community groups and stakeholders. The Grants Officer continues to identify grant opportunities and inform stakeholders and community of potential funding opportunities	On Track
10	Develop and implement a Facility Management Transition Plan.	Jul-25	Jun-26	No	1.3.3	The Building Audit program is developed. An OPEX bid will be submitted for the 2026-27 budget. Project will precipitate a CAPEX program in 2028-29 budget cycle.	On Track
11	Plan and provide a calendar of educational programs which extend to Visitor Centre volunteers.	Jul-25	Jun-26	No	1.3.3	Visitor Centre volunteers have been provided with an annual roster of meetings, region familiarisation trips and an annual volunteer conference to provide training and education to all volunteers. Staff will continue to offer training opportunities to Visitor Centre volunteers.	On Track

Our Places

OUR PLACES serve the needs of our people, providing attractive environments for living, working, playing and staying.

OUR PLACES are accessible, protected, fit for purpose, safe and sustainable.

REF	ACTION/OUTCOME	START	FINISH	MULTI YEAR?	CORPORATE PLAN LINK	QUARTER 2 PROGRESS UPDATE	QUARTER 2 CURRENT STATUS
1	Hold regular LDMG meetings bringing together agencies to ensure alignment of delivery during natural disasters.	Jul-25	Jun-26	No	2.1.1	The Local Disaster Management Group (LDMG) has held meetings on 7 October 2025 and again on 28 November 2025, with membership confirmation to be tabled at Council's December 2025 OCM meeting.	On Track
2	Support events e.g., Apple and Grape Festival, Warwick Rodeo, Jumpers and Jazz, Snowflakes in Stanthorpe, Celtic Fest.	Jul-25	Jun-26	No	2.1.2	During Quarter 2, Council has supported CelticFest, the Warwick Rodeo and Allora Bush Christmas with pre-event meetings, arranged councillor attendance, inclusion in destination marketing (website, social media posts and Visitor Map) and stood up a pop-up Visitor Information tent at CelticFest.	On Track
3	Investigate options to manage all Saleyards effluent.	Jul-25	Jun-27	Yes	2.1.3	The initial RFQ process did not attract any submissions. Since then, officers have actively engaged with industry to mitigate the risk of a similar outcome in the next call to market. Project is anticipated to be achieved in this budget period.	In progress
4	Develop and deliver 2025/26 Action Plan to implement Environmental Sustainability Strategy 21-31 outcomes.	Jul-25	Jun-26	No	2.1.3	Due to the vacancy in the Sustainability and Environment Officer role, this has not progressed. An officer commenced at the beginning of January 2026, so this work will be commencing in Quarter 3.	In progress



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REF	ACTION/OUTCOME	START	FINISH	MULTI YEAR?	CORPORATE PLAN LINK	QUARTER 2 PROGRESS UPDATE	QUARTER 2 CURRENT STATUS
5	Implement annual awareness program for environmental health, environmental sustainability, regulatory services, local laws and waste management	Jul-25	Jun-26	No	2.1.3, 2.2.3 2.3.3	Annual social media plan for 2026 currently being reviewed. Annual waste education currently being delivered.	On Track
6	Work with Stakeholders of Warwick Saleyards to develop further revenue streams e.g. special sales.	Jul-25	Jun-25	Yes	2.2.1	Special sales have increased. The site team have worked closely with agents to facilitate the special sales. These activities will continue to further develop additional income streams for the Saleyards.	On Track
7	Undertake delivery of Stages 3 and 4 of the Warwick Saleyards Redevelopment Project under W4Q funding.	Jul-25	Jun-27	Yes	2.2.1	Beautification projects have commenced with new signage and the replacement of entry fencing. Sheep office has been replaced. Additional works continue. Paddock fencing will be recalled as the first RFQ process didn't provide compliant bids.	On Track
8	Continue to seek funding opportunities to construct a roof over the Warwick Saleyards.	Jul-25	Jun-27	No	2.2.1	Collaboration with Director Strategy, Growth and Stakeholder Engagement to develop, plan and identify funding sources. Agreement is to complete other works first to improve the viability of securing funding.	In progress
9	Investigate feasibility / logistics of Council operating gravel pit quarries to provide material for local roads.	Jul-25	Jun-26	Yes	2.2.1	The current Environmental Relevant Activities (ERA) limit has been doubled from 5000t to 10000t as per Department advice received however this applies only crown land or road reserves. Thus, the task to review recent changes is now completed until the Department provides us with an update on change for quarrying from private land.	Completed



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REF	ACTION/OUTCOME	START	FINISH	MULTI YEAR?	CORPORATE PLAN LINK	QUARTER 2 PROGRESS UPDATE	QUARTER 2 CURRENT STATUS
10	Integrate Local Government Infrastructure Plan (LGIP) into new Planning Scheme, ensuring seamless transition between current and new LGIP.	Jul-25	Jun-26	Yes	2.2.1	Draft LGIP completed community engagement as part of the draft planning scheme on 19 September 2025. Following consideration of submission, the draft LGIP has now been submitted to the State Government for second state interest review.	On Track
11	Progress the outcomes of the Strategic Asset Management Plan (SAMP).	Jul-25	Jun-27	Yes	2.2.1, 2.2.2, 2.3.2	The Asset Management team are developing specifications to call for development of the next tranche of Asset Management Plans to meet the plan of the SAMP.	In progress
12	Work with Dept Local Government, TRC and SEQ Water to facilitate Toowoomba to Warwick pipeline project.	Jul-25	Jun-27	Yes	2.2.2	Negotiations continue around service delivery conditions and costs to Council under the arrangements.	In progress
13	Complete actions in the Drought Resilience Package.	Jul-25	Nov-26	No	2.2.2	Council has commenced the water treatment plant upgrade as an in-house project. Procurement of meters is complete, with orders placed, and negotiations are ongoing with a preferred supplier of services to install these meters as part of the DMZ metering project. Construction to commence. Anticipated finish date November 2026.	In progress
14	Seek funding for renewal of critical water and wastewater assets.	Jul-25	Jun-26	No	2.2.2	Project Management Plans accepted and funding agreements signed for designs for Warwick West Water and Sewer Infrastructure Project.	On Track
15	Develop an overarching water supply strategy.	Jul-25	Jun-27	No	2.2.2	Current Water Supply strategy documents are being reviewed and updated, including Business Continuity Plans.	On Track



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REF	ACTION/OUTCOME	START	FINISH	MULTI YEAR?	CORPORATE PLAN LINK	QUARTER 2 PROGRESS UPDATE	QUARTER 2 CURRENT STATUS
16	Develop and implement a new Waste Reduction and Recycling Plan for the region.	Jul-25	Dec-25	No	2.2.3	First briefing to ELT was completed in December 2025. Presentation to CIS and Community engagement to occur in Q3.	On Track
17	Develop and adopt a climate change policy in alignment with Council's Environmental Sustainability Strategy 2021-2031.	Jul-25	Jun-26	No	2.3.1	Due to the vacancy in the Sustainability and Environment Officer role, this has not progressed. An officer commenced at the beginning of January 2026, previous work completed and commencement of work underway in Quarter 3.	On Track
18	Implement the 25/26 actions within Invasive Pests Strategic Plan for the region.	Jul-25	Jun-26	No	2.3.3	Engagement on plan to be conducted in February 2026.	On Track



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Our Prosperity

OUR PROSPERITY is supported by a constructive inter-relationship of public infrastructure and private investment, to facilitate sustainability and growth of the local economy

REF	ACTION/OUTCOME	START	FINISH	MULTI YEAR?	CORPORATE PLAN LINK	QUARTER 2 PROGRESS UPDATE	QUARTER 2 CURRENT STATUS
1	Collaborate with external stakeholders to develop innovative solutions to ease the need for affordable housing for workers.	Jul-25	Jun-26	No	3.1.2, 3.1.3	Limited progress was achieved on this initiative during the quarter, pending the recruitment of an Economic Development Officer. Further work will be progressed on this item with the development of Council's strategic land use and growth plan.	In progress
2	Continue to research and investigate developer incentive policies and associated actions.	Jul-25	Jun-26	Yes	3.1.3	Planning insights paper was presented to a CIS on 5 November 2025. Feedback is informing the final report which is currently being prepared.	On Track
3	Deliver a project regarding development compliance high priority matters, e.g., outstanding infrastructure charges and review rental accommodation regulatory framework.	Jul-25	Jun-27	Yes	3.1.3	Recruitment of officer is currently underway.	In progress
4	Support local business through investment in industry led activities. E.g. local buy campaign, mentoring workshops.	Jul-25	Jun-26	No	3.2.1	Council continues its commitment to the Small Business Friendly Program and will plan to commence work based on their 2026 action plan.	On Track



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REF	ACTION/OUTCOME	START	FINISH	MULTI YEAR?	CORPORATE PLAN LINK	QUARTER 2 PROGRESS UPDATE	QUARTER 2 CURRENT STATUS
5	Develop plans and frameworks outlined in the Workforce Strategy 2024 – 2028.	Jul-25	Jun-28	Yes	3.2.1; 4.3.2	<p>Development of Competency Framework Commenced.</p> <p>Development of Training Matrix for supervisors of the outdoor workforce completed.</p> <p>Draft policies developed for the Apprenticeship and Traineeship programs. A wellness survey has been developed and sent to employees to gain their input into the Wellness Plan. Over 100 responses received. Information obtained will inform the Wellness Plan and Handbook.</p> <p>The following has been developed for ELT approval:</p> <ul style="list-style-type: none"> - Sexual Harassment Prevention Plan Phase 1 completed. - Child Safe and Wellbeing Policy - Updated Code of Conduct – Interacting with Children and Young People - Reportable Conduct Notification Form – External (for Council Website) - Reportable Conduct Notification Form – Internal (for Pulse) - Updated Statement of Commitment to the Safety of Children and Young People - Website Implementation Plan – External - Website Implementation Plan – Internal (Pulse) - Child Safe and Wellbeing Procedure – Complaints Procedure and Guide <p>Please also refer to 4.6.3</p>	On Track



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REF	ACTION/OUTCOME	START	FINISH	MULTI YEAR?	CORPORATE PLAN LINK	QUARTER 2 PROGRESS UPDATE	QUARTER 2 CURRENT STATUS
6	Advocate for regional water security and for retention of good agricultural land to ensure the viability of the sector.	Jul-25	Jun-26	No	3.2.3	Meeting held with Minister for Local Government and Water in November 2025 regarding water initiatives and projects. Council will continue to pursue advocacy for water security via the 2026-27 budget submission process.	On Track
7	Collaborate with partner agencies and stakeholders to progress the development of a small animal abattoir.	Jul-25	Jun-26	No	3.3.1	Preliminary discussions were undertaken with a prospective business operator regarding the relocation of an organic pig processing facility to the region.	On Track
8	Undertake business process review of department wide development assessment and enquiry processes to reduce duplication and improve overall customer experience.	Jul-25	Dec-26	Yes	3.3.1	The business improvement framework has been completed and commenced. Several small business improvements have been made to reduce duplication, along with the commencement of the Duty Planner to provide an improved customer experience.	On Track
9	Collaborate with industry stakeholders to promote Council's development assessment services, by establishing a contact list of relevant parties to assist with ongoing engagement.	Jul-25	Dec-26	Yes	3.3.1	An industry forum will be held in the following quarters to align with the potential implementation of the revised Draft Planning Scheme. This forum will include details of further business improvements within the development assessment space.	On Track
10	Collaborate with Granite Belt Growers Association, undertaking a pilot "Composting Project" to investigate benefits to farmers of humus soil.	Jul-25	Jun-26	No	3.3.1	The Granite Belt Growers Association and SDRC to continue conversations and reevaluate goals. SDRC to progress negotiations for a site to house the compost and identify an appropriate pilot project. \$12.5k committed for co-contribution with GBGA.	In progress



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REF	ACTION/OUTCOME	START	FINISH	MULTI YEAR?	CORPORATE PLAN LINK	QUARTER 2 PROGRESS UPDATE	QUARTER 2 CURRENT STATUS
11	Collaborate with industry / community groups to support specific projects through sourcing of available Grant funding.	Jul-25	Jun-26	No	3.3.1	The Community Grants program has had a further 13 successful applications with 3 currently being processed. RADF program has had 2 successful applications with 1 currently being processed.	On Track
12	Implement the Southern Downs Regional Council Economic Development Strategy 2022 – 2026 Action Plan.	Jul-25	Jun-26	No	3.3.2	Engagement with stakeholders regarding Nature Based Tourism trails. During this quarter ongoing meetings with the official Regional Tourism Organisation Queensland Country Tourism, were held. Council also worked closely with Granite Belt Wine Tourism. Advocated to Qld Government for water security as infrastructure enabler. Provision of information to businesses wishing to relocate to the region.	On Track
13	Investigate new opportunities/experiences to attract more visitors to region in the Nature Based and Agritourism sectors.	Jul-25	Jun-26	No	3.3.3	Destination marketing activities for the period 01 September – 31 December 2025 occurred under the QLD's Horsepower Country spring theme which includes blogs, an email newsletter and social media activities promoting the region's many natural attractions.	On Track
14	Work with neighbouring Councils, farmers, stakeholders to undertake a Pilot Plastic Farming Waste Recovery and Pre-processing project reducing cost/burden on landfill.	Jul-25	Jun-26	No	3.3.3	A plastics binding machine has been ordered for shipment from the USA. Regular meetings with growers and consultants continue. Deed of Variation in progress with consultant.	On Track



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REF	ACTION/OUTCOME	START	FINISH	MULTI YEAR?	CORPORATE PLAN LINK	QUARTER 2 PROGRESS UPDATE	QUARTER 2 CURRENT STATUS
15	Support and work with regional partners to deliver the annual calendar of destination marketing activities.	Jul-25	Jun-26	No	3.3.3	Ongoing membership of the official Regional Tourism Organisation, Queensland Country Tourism was held. Council also continued to work closely with Granite Belt Wine Tourism, Warwick Chamber of Commerce and Stanthorpe & Granite Belt Chamber of Commerce.	On Track
16	Develop a Tourism Strategy.	Jul-25	Jun-26	No	3.3.1	Scope of work has been drafted and will be released as a Request for Proposal early 2026	In progress



Operational Plan – Quarter Two Progress Update

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Our Performance

OUR PERFORMANCE is driven by our values and approach to innovation and improvement. It will be reflected through ethical decision making and good governance

REF	ACTION/OUTCOME	START	FINISH	MULTI YEAR?	CORPORATE PLAN LINK	QUARTER 2 PROGRESS UPDATE	QUARTER 2 CURRENT STATUS
1	Enable electronic lodgement of operational works, plumbing and drainage and building applications through eSubmit.	Jul-25	Jun-26	Yes	4.1.1	Following the initial research, work behind the scenes can now commence.	On Track
3	Review Council's Customer Service Charter ensuring it adequately addresses customer needs.	Jul-25	Jun-26	No	4.1.1	The Customer Experience development scope and approach was endorsed by ELT on 2 December 2025. The Tender/recruitment documentation for delivery is in progress.	In progress
4	Review Local Laws and supporting processes to align with current regulatory standards and improve functionality.	Jul-25	Jun-26	Yes	4.1.1	This project is anticipated to be delayed until the 26/27 financial year	Cancelled/Deferred
5	Continue digitisation of water treatment plants and pump station maintenance work.	Jul-25	Jun-27	Yes	4.1.2	Ongoing, work is progressing. Pump stations are complete. Working on sampling points and the Warwick waste disposal point.	On Track



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REF	ACTION/OUTCOME	START	FINISH	MULTI YEAR?	CORPORATE PLAN LINK	QUARTER 2 PROGRESS UPDATE	QUARTER 2 CURRENT STATUS
6	Deliver Technology One related CIA projects as per the ICT Road map.	Jul-25	Jun-26	Yes	4.1.2	ECM (document management system) progressing and on track and on schedule to meet current timeframes. Tech One related milestones Performance Planning Solution module Go Live completed 04/11/2025 Request Management module Configuration Design Document Sign-off completed 02/12/2025 Go live on track for March 2026	On Track
7	Conduct activities enhancing Cyber Security Resilience including vulnerability scanning, cyber security awareness training and enhanced access and security.	Jul-25	Jun-26	No	4.1.2	Completed the migration of corporate end user devices to the latest Windows 11 and Office 365 versions.	In progress
8	Develop a 10 year works program for all infrastructure assets.	Jul-25	Jun-26	Yes	4.1.3	A 10 year works program is progressively being developed. This is a multi-year task to proactively capture asset condition surveys to feed information into a 10 year works program	In progress
9	Review and improve the grant application process.	Jul-25	Jun-26	No	4.1.3	Draft Policy, Guidelines and proposed funding rounds presented at Councillor Information session in December 2025.	On Track
10	Carry out Safety and HAZOP studies for all pump stations.	Jul-25	Jun-26	No	4.2.1	A brief is currently under development for survey of representative pump stations for studies.	On Track
11	Undertake ongoing traffic management independent audits as part of ensuring safety at worksites.	Jul-25	Jun-26	Yes	4.2.1	This task can be considered completed as Council has established a proactive audit regime (internal but independent) of traffic control to ensure safety on road works sites	Completed



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REF	ACTION/OUTCOME	START	FINISH	MULTI YEAR?	CORPORATE PLAN LINK	QUARTER 2 PROGRESS UPDATE	QUARTER 2 CURRENT STATUS
12	Fully implement the Safety Management System.	Jul-25	Apr-26	No	4.2.1 4.2.2	Four (4) procedures to be completed for the Safety Management System (SMS) to be fully implemented.	On Track
13	Implement business process improvements as per outcome of Customer request internal audit.	Jul-25	Jun-26	No	4.4.1	The Merit product is being migrated to the Technology One Request Management (RM) module. RM module production ready state is on track for March 2026 Review of business process improvements, as per outcome of Customer request internal audit, will be progressed by the business owners post RM module deployment.	On Track
14	Implement governance training across the organisation.	Jul-25	Jun-26	No	4.4.1	Training initiatives including all staff Code of Conduct training completed in Q2.	In progress
15	Undertake a review of Council's key system, implementing updated system or alternatives to the current system.	Jul-25	Jun-30	Yes	4.4.1	Given the complexity and nature of Council's keys and security requirements a full project plan and business case requires development. This will be progressively rolled out over multiple financial years.	In progress
17	Review strategic risks and risk appetite statement with current elected members, embedding in all reporting.	Jul-25	Jun-27	No	4.4.1	Project plan to be developed and rolled out during Quarter 3 and 4.	On Track
18	Commence the implementation of the on-site sewage facilities register, issuing compliance notices if applicable.	Jul-25	Jun-27	Yes	4.4.1	The register now has 385 devices tagged and a further 970 identified. Communication with known properties continues to determine the inclusion into the register.	On Track



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REF	ACTION/OUTCOME	START	FINISH	MULTI YEAR?	CORPORATE PLAN LINK	QUARTER 2 PROGRESS UPDATE	QUARTER 2 CURRENT STATUS
19	Implement best practice project management and governance of the delivery of major capital projects with Capital PCG.	Jul-25	Jun-26	Yes	4.4.1	PMF process implemented. Working to add enhancements. Project Management training was delivered in December. Second program in February.	On Track
20	Provide procurement-related training to staff and hold supplier information sessions.	Jul-25	Jun-26	No	4.4.1	Recent legislative changes this project anticipated to commence in Quarter 4. Informal procurement training and support continues to be delivered.	On Track
21	Complete definitive 10-year plans (Master Plans) to deliver our services and outcomes.	Jun-25	Jun-27	Yes	4.4.2	Task is aligned to the SAMP work with 10 investment plans incorporated into the deliverable.	In progress
22	Develop the SDRC Services Catalogues, focusing on service levels and targets.	Jul-25	Jun-26	No	4.4.2	Work has commenced on identifying the services catalogue and the scope of the required data to be captured. Development of a cross organisational development team to finalise a project plan for implementation in the following years.	In progress
23	Review current arrangements for sourcing, distribution and utilisation of fuel supply for Council plant.	Jul-25	Jun-27	Yes	4.4.3	Investigation of options and associated costing continuing. Findings to be presented to ELT in early Q4 for final decision.	On Track
24	High Risk Asset State Assessment – using tools to record state of assets with high risk of damage due to natural disaster/similar events.	Jun-25	Jun-27	Yes	4.4.3	Building Audit program is developed. An OPEX bid will be submitted for the 2026-27 budget. Project will precipitate a CAPEX program in 2028-29 budget cycle.	On Track
25	Undertake risk assessment to prioritise work on legacy landfill sites ensuring compliance with Environmental Authority and legislation.	Jul-25	Jun-26	Yes	4.4.3	Temporarily on hold due to competing priorities. Anticipated to complete by June 2026.	In progress




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Oct - Nov-Dec 2025

REF	ACTION/OUTCOME	START	FINISH	MULTI YEAR?	CORPORATE PLAN LINK	QUARTER 2 PROGRESS UPDATE	QUARTER 2 CURRENT STATUS
26	Provide ongoing support for the Regional Water Assessment Program and advocate for positive outcomes for SDRC.	Jul-25	Jun-26	No	4.5.3	Advocating for positive outcomes, currently awaiting the State Government action.	In progress
27	Design and delivery of the leadership program for SDRC.	Jul-25	Jun-26	No	4.6.3 4.3.2	The Leadership Development program has commenced in December 2025. This covers the ELT, SLT and OLT levels of Council. Additional capability building has occurred in the areas of project management.	On Track

13.3 Renewal of Tenure - Expiry up to 31 December 2026

Document Information

	Report To: Ordinary Council Meeting	
	Reporting Officer:	Meeting Date: 28 January 2026
	Land Management Officer	ECM Function No/s:

Recommendation

THAT Council:

1. Apply the exception in section 236 (1)(c) of the *Local Government Regulation 2012* to the disposal of the interest in the land identified in Attachment 1; and
2. Approve the renewal of the tenure agreements in Attachment 1 in accordance with the *Local Government Regulation 2012* whilst adhering to the Council Lease Policy, the Land Title Practice Manual and *Land Act 1994*; and
3. Grant delegated authority to the Chief Executive Officer and delegated officer to negotiate and complete any documents and dealings necessary to implement Council's decision to renew the tenure arrangements in Attachment 1.

REPORT

Background

Council currently has approximately 150 tenure arrangements across the region which are made up of agreements for community, sporting, rural fire brigades, commercial, aerodromes, grazing and telecommunication towers/equipment. These agreements are on both Freehold and State land of which Council is trustee (i.e. Reserves).

Report

In accordance with Section 236 of the *Local Government Regulation 2012*, a resolution by Council is required to apply an exemption to the disposal of an interest in land other than by tender or auction. Relevant exceptions are where the disposal is for the purpose of, "... *renewing the lease of land to the existing tenant of the land*" and "... *a lease for a telecommunications tower*". The tenure agreements listed in Attachment 1 have either expired or are due to expire prior to 31 December 2026.

In the event that the current tenant does not wish to renew, or if the terms and conditions of the agreement have not been met and maintained during the agreement, Council may decide not to renew and, or alternatively, advertise the land for lease through an open tender process.

The term of the renewed lease agreements will be in accordance with the Council Lease Policy (PL-RP001) which is up to a maximum of ten (10) years. License agreements proposed are for a period of three (3) years.

Conclusion/Summary

All tenure agreements will be renewed in accordance with *Local Government Regulation 2012*, Council Lease Policy (PL-RP001) and the Standard Terms and Conditions.

FINANCIAL IMPLICATIONS

Tenure agreements over Council owned and controlled land will provide revenue to Council from annual rental, rates and charges.

RISK AND OPPORTUNITY

Risk

Nil

Opportunity

Encourage and enable community involvement and growth.

COMMUNITY ENGAGEMENT

Internal Consultation

Views on the renewal of the tenure agreements in Attachment 1 have been sought from Council's Directorates.

Presented at Council Information Session on 17 December 2025.

External Consultation

The existing tenants have been, or will be, contacted to seek interest in renewing tenure agreements.

LEGAL / POLICY

Legislation / Local Law

Local Government Regulation 2012

Land Act 1994

Land Title Act 1994

Corporate Plan

Goal 4 Our Performance

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

Objective: 4.1.1 Deliver contemporary customer service experiences that align with the expectations of our customers and the community

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.
- Outcome:** 4.5 We have genuine and effective partnerships.
- Objective:** 4.5.1 We act in an honest, open and respectful way to build strong relationships, partnerships and trust with our stakeholders at all levels of the organisation.

Policy / Strategy

Council Lease Policy PL-RP001

Legal

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

HUMAN RIGHTS

A Human Rights assessment has been undertaken. In developing this report to Council, the subject matter has been considered in accordance with the Human Rights Policy PL-CS093 and the Queensland Human Rights Act 2019. It is considered that the subject matter does not conflict with any human rights issues and supports the fundamental rights listed in Council's Human Rights Policy PL-CS093.

ATTACHMENTS

1. Attachment 1 [↓](#)


Item 13.3 Renewal of Tenure - Expiry up to 31 December 2026

Attachment 1: Attachment 1

	Full Details	Property Address	Lot and Plan	Freehold/ Reserve	Lease Expiry	Renewal Term	Type
1	Stanthorpe Seventh Day Adventist Church	Tower at Mt Marlay	Lot 2 on SP 145251	Reserve	30/11/2025	3 Years	Agreement
2	Lifeline Darling Downs and Southwest QLD Ltd	Office at Stanthorpe Civic Centre	Part of Lot 2 on RP 126970	Freehold	31/05/2024	3 Years	Agreement
3	Tenterfield and District Community FM (TEN FM)	Office at Stanthorpe Civic Centre	Part of Lot 2 on RP 126970	Freehold	31/05/2024	3 Years	Agreement
4	Stanthorpe Senior Citizens Association Inc	Office at Stanthorpe Civic Centre	Part of Lot 2 on RP 126970	Freehold	31/12/2025	10 Years	Lease
5	Warwick Aero Modellers Inc	Morgan Park	Part of Lot 132 on SP 108821	Reserve	30/09/2025	10 Years	Lease
6	Warwick and District Netball Association Inc	Barnes Park	Part of Lot 266 on W 30110	Reserve	31/10/2025	10 Years	Lease
7	Storm King Boat Club Inc	Storm King Dam	Lease area A on part of Lot 1 on RP 166555	Reserve	30/06/2026	10 Years	Lease

13.4 Lease Renewal - Warwick Cowboys Junior Rugby League - Lot 46 on ML1315 and Lot 47 on W134623

Document Information

	Report To: Ordinary Council Meeting	
	Reporting Officer:	Meeting Date: 28 January 2026
	Land Management Officer	ECM Function No/s:

Recommendation

THAT Council:

1. Resolve, pursuant to Section 236 (1)(b) of the *Local Government Regulation 2012* that an exception applies to the proposed disposal of the interest in the land legally described as Lot 46 on ML1315 and Lot 47 on W 134623, as it is for the purpose of a lease to a community organisation; and
2. Endorse the tenure agreement for ten (10) years to Warwick Cowboys Junior Rugby League (WCJRL) over Lot 46 on ML1315 and Lot 47 on W 134623, in accordance with the *Local Government Regulation 2012* whilst adhering to the Council Tenure Policy, the Land Title Practice Manual and *Land Act 1994*; and
3. Grant delegated authority to the Chief Executive Officer and delegated officer to negotiate and finalise any documents and dealings necessary relating to this matter to implement Council's decision to renew the tenure agreement.

REPORT

Background

WCJRL was established through the amalgamation of Collegians Junior Rugby League and Eastern Suburbs Junior Rugby League. The main aim of the merged club is to promote grassroots rugby league development within the Warwick community and the broader Southern Downs Region.

The clubs hold a long connection to the local sporting history of the region, and this will provide the opportunity for this sport to grow further.

Report

Collegians Junior Rugby League and Eastern Suburbs Junior Rugby League each currently have leases which encompass all of the above parcels of land. With the merger of these clubs into a single entity, the separate individual leases will be replaced by a single lease in the name of the merged club, WCJRL.

This will mean that one single, merged entity which will lease all four fields plus all of the structures. Previously there were two separate entities, each leasing roughly half the assets.

The lease will include a condition regarding the completion of a sub-lease with Warwick Touch Association.

Conclusion/Summary

The tenure agreements in the names of the individual clubs will end and a new agreement in the merged club name will be created in accordance with *Local Government Regulation 2012*, and Council *Tenure Policy* and the Standard Terms and Conditions.

The lessee will be conditioned to formalize their arrangement ensuring tenure for Touch.

FINANCIAL IMPLICATIONS

Annual rent will be charged at the annual NFP rental amount of \$250 (GST inclusive) and CPI adjusted as per the current Tenure Policy.

There will now be one annual rent charge when previously there were two.

All costs relating to the registration of the lease will be at the lessee's expense. No Stamp duty applicable.

RISK AND OPPORTUNITY

Risk

If the lease is not approved, the risk is the either or both existing clubs will not renew their lease, or will not be able to remain financially viable as smaller clubs, and fold.

With no viable tenant, these important community assets would deteriorate, creating costs for Council to maintain/repair. There would also be a loss of sporting opportunity in the region.

Opportunity

Encourage and enable the community to grow in the different sporting opportunities.

Continue the activation of important community sporting assets.

COMMUNITY ENGAGEMENT

Internal Consultation

Council Information Session on 17 December 2025.

External Consultation

Meeting with Collegians and Eastern Suburbs and other interested clubs.

The Club presented at the Council Information Session on 3 September 2025.

LEGAL / POLICY

Legislation / Local Law

The lease is to be registered in the Queensland Land Registry in accordance with *Land Title Act 1994*.

Local Government Regulation 2012

Corporate Plan

Goal 1 Our People

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.

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.

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.

Policy / Strategy

Council Tenure Policy (PL-RP001)

Legal

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

HUMAN RIGHTS

In developing this report to Council, the subject matter has been considered in accordance with the Human Rights Policy PL-CS093 and the Queensland Human Rights Act 2019. 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

Nil

15. COMMUNITIES, PLANNING AND ENVIRONMENTAL SERVICES REPORTS

15.1 Reconfiguring a Lot: Adrienne L Doherty - 7 Cullen Street, Warwick

Document Information

	Report To: Ordinary Council Meeting	
	Reporting Officer:	Meeting Date: 28 January 2026
	Planning Officer	ECM Function No/s: RC\01869.03

APPLICANT:	Adrienne L Doherty
OWNER:	Adrienne L Doherty
ADDRESS:	7 Cullen Street, Warwick
RPD:	Lot 75 W3029
ASSESSMENT AGAINST:	Southern Downs Planning Scheme (v.5)
ZONE:	Low density residential
PROPOSAL:	Subdivision (1 lot into 18 lots)
LEVEL OF ASSESSMENT:	Minor change
SUBMITTERS:	Not Applicable
REFERRALS:	Nil
CIS DATE:	3 December 2025 & 14 January 2026
FILE NUMBER:	RC\01869.03

RECOMMENDATION SUMMARY

THAT Council refuse the change application made in relation to the Development Permit dated 16 September 2025 for Reconfiguring a Lot for the purpose of Subdivision (1 lot into 18 lots), on land at 7 Cullen Street, Warwick, described as Lot 75 W3029.

REPORT

Background

On 17 August 2010, Council issued a Development Permit for Reconfiguring a Lot for the purpose of Subdivision one (1) lot into 18 lots, on land at 7 Cullen Street, Warwick, described as Lot 75 W3029, subject to conditions. Conditions of this approval included a pedestrian access link and the construction of footpaths. On 16 September 2010, a Compliance with Development Permit letter was issued advising a revised plan submitted to Council on 10 September 2010 was satisfactory. This approval has since lapsed (File Ref: RC\01198).

On 16 March 2016, Council issued a Development Permit for Reconfiguring a Lot for the purpose of Subdivision into 18 lots, on land at 7 Cullen Street, Warwick, described as Lot 75 W3029, subject to conditions. The conditions of approval remained consistent with the conditions of approval for RC\01198. The development also approved the same lot layout design as the revised plan for RC\01198. This approval has since lapsed (File Ref: RC\01589).

On 21 November 2021, Council issued a Development Permit for Reconfiguring a Lot for the purpose of Subdivision (1 into 18 lots), on land at 7 Cullen Street, Warwick, described as Lot 75

W3029, subject to conditions. The conditions of approval remained consistent with the conditions of approval for RC\01198 and RC\01589 (File Ref: RC\01869).

On 14 March 2022, Council issued a change (minor) to an Existing Approval for Reconfiguring a Lot for the purpose of Subdivision (1 lot into 18 lots), on land at 7 Cullen Street, Warwick, described as Lot 75 W3029, subject to conditions. The purpose of the change was the inclusion of four (4) stages (File Ref: RC\01869.01).

On 16 September 2025, Council issued a change (minor) to an Existing Approval for Reconfiguring a Lot for the purpose of Subdivision (1 lot into 18 lots), on land at 7 Cullen Street, Warwick, described as Lot 75 W3029, subject to conditions. The purpose of the change was to permit an aboveground electricity connection for the existing Dwelling house and adjoining lot (File Ref: RC\01869.02).

The approved site plan is as follows:

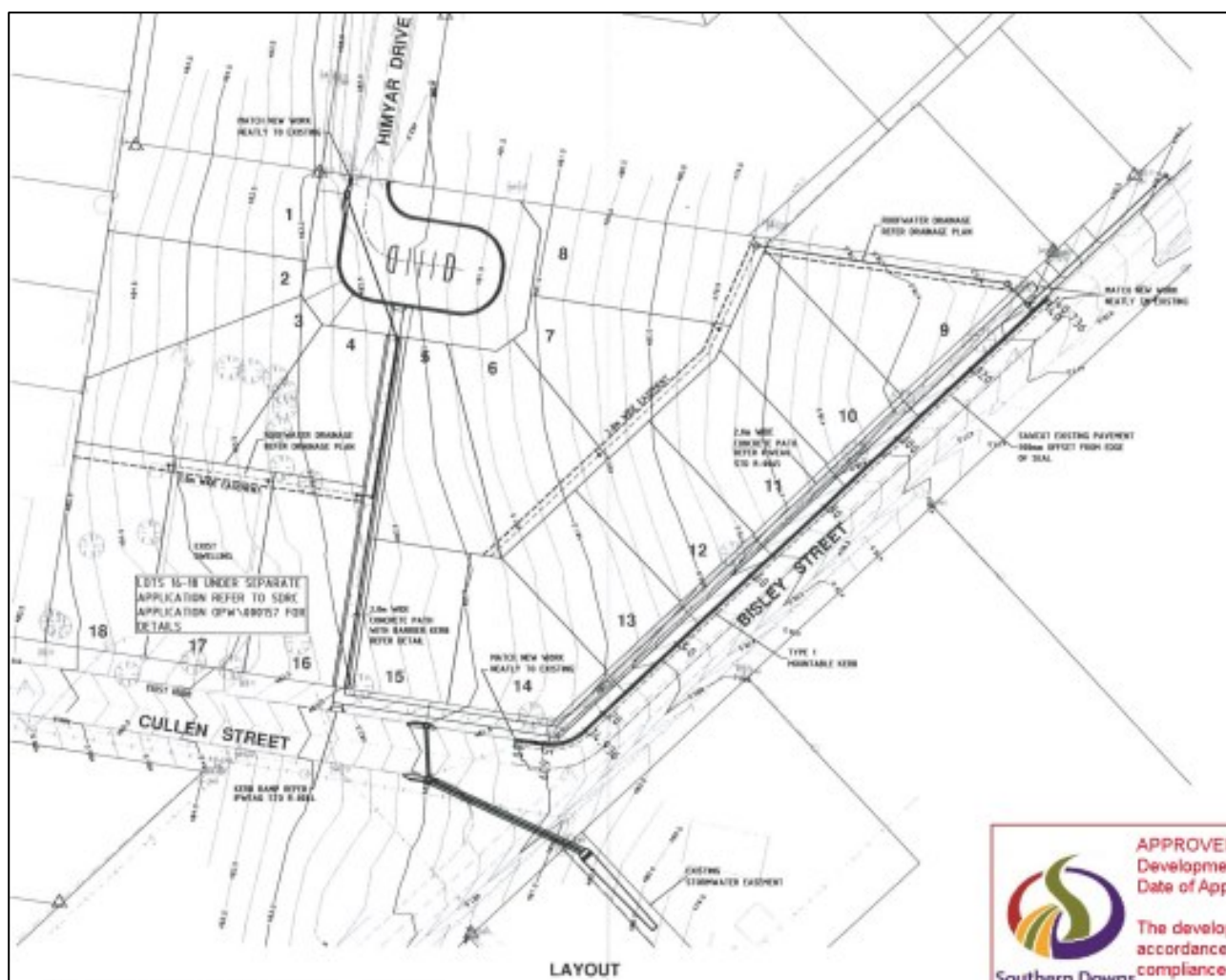


Figure 1: Approved Site Plan for RC\01869.02

Report



Figure 2: Aerial of subject site

The subject premises has an area of 1.4 hectares and is situated within the township of Warwick. The land contains an existing Dwelling house and maintains frontage to Cullen Street, Bisley Street and the terminus of Himyar Drive. Cullen Street and Himyar Drive are bitumen sealed roads with kerb and channel. Bisley Street is a bitumen sealed road without kerb and channel, however, an Operational Works application is currently progressing the construction of kerb and channel and associated road widening along the frontage of the subject premises in accordance with the Conditions of Approval for RC\01869.02 (File Ref: OPW\000271). As of the date of lodgement of this change application, the kerb and channel and associated road widening has been constructed but has yet to be accepted by Council as a Council asset.

The development is an extension of the Darlington Park estate, and has approval to subdivide the land into eighteen (18) lots ranging in size from 600 square metres to 899 square metres, over four (4) stages. Stormwater will be discharged via underground infrastructure with subsequent easements where required. Eight (8) lots will obtain access via a newly constructed cul-de-sac from Himyar Drive and the remaining ten (10) lots will front Cullen Street and Bisley Street. Connectivity and pedestrian access will be provided via a footpath connecting from Himyar Drive to Cullen Street which connects to a footpath along Bisley Street. Proposed Lot 17 will contain the existing Dwelling house and all lots will be connected to all urban services.

The development will proceed in four (4) stages as follows:

- Stage 1: Proposed Lots 16, 17 and 18;
- Stage 2: Proposed Lots 1, 2, 3, 4 and construction of the roadworks extension and cul-de-sac of Himyar Drive;
- Stage 3: Proposed Lots 5, 6, 7 and 8; and
- Stage 4: Proposed Lots 9, 10, 11, 12, 13, 14 and 15.

Proposed changes

The application for a Minor change seeks to alter Conditions 1, 3 and 18 and delete Conditions 5, 6 and 17. The conditions relate to the construction of footpaths and fencing, and the provision of a pedestrian access link. The applicant's proposed site plan is as follows:

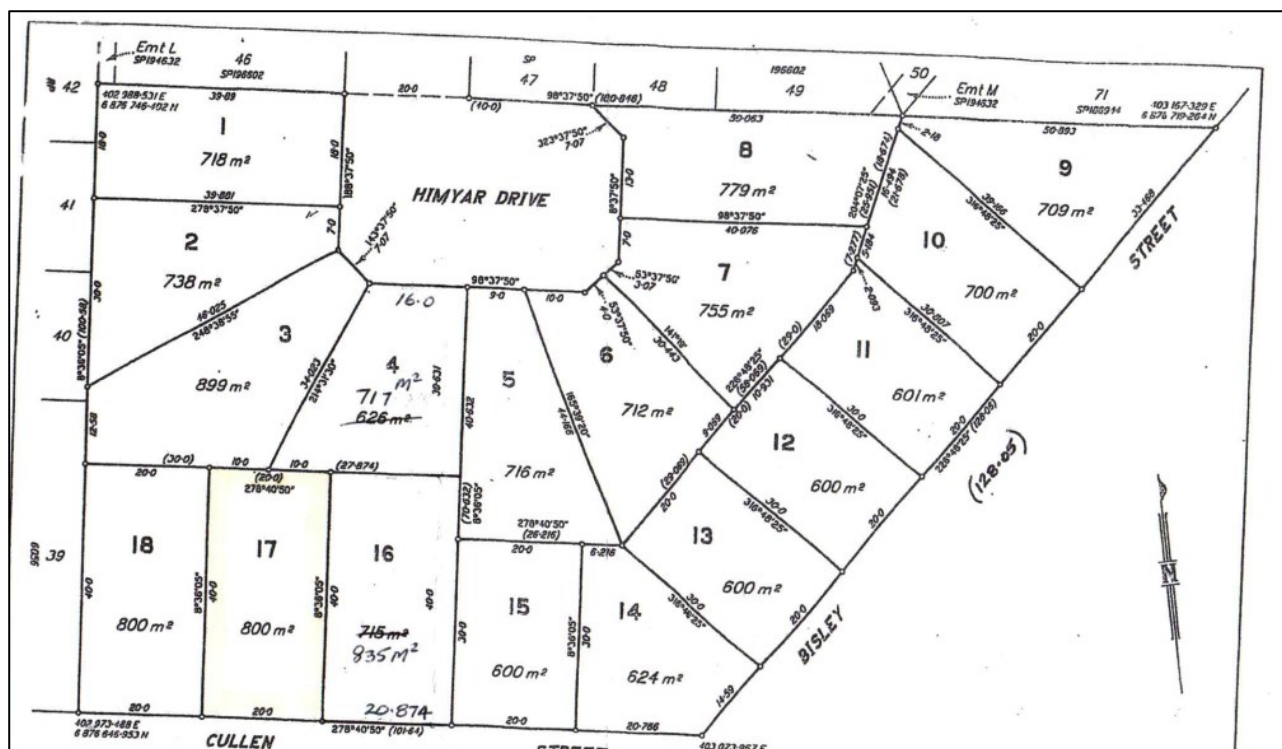


Figure 3: Proposal Plan

In summary, the applicant has proposed to:

- remove the pedestrian access link which connects Himyar Drive and Cullen Street;
- remove the requirement to construct a footpath along the Cullen Street frontage of the site;
- reduce the width of the footpath along the Bisley Street frontage of the site and
- permit the existing Dwelling house being sited closer than 1.5 metres from the side boundaries within proposed Lot 17.

As a consequence of the proposed changes, the following amendments to the site will occur:

- the removal of the requirement for a footpath within the pedestrian access link and screen fencing along the side boundaries of the pedestrian access link (eastern boundary of proposed Lots 4 and 16 and western boundary of proposed Lots 5 and 15);
- the increase in size of proposed Lot 4 to 717 square metres; and
- the increase in size of proposed Lot 16 to 835 square metres.

An assessment of the proposed changes is as follows:

Condition 3

Table 1: Condition analysis

CONDITION IMPOSED		APPLICANT'S PROPOSED CHANGES	
Building and Site Design			
3.	<p>The existing building on proposed Lot 17 is to be set back at least 1.5 metres from the proposed side boundaries. This may require altering the common boundaries between lots.</p> <p><u>Alternatively</u>, for any building setback that is less than 1.5 metres, an Application for Concurrence Agency (Siting Concession)</p>	<p>The existing building on proposed Lot 17 is to be set back at least 1.5 metres from the proposed side boundaries. This may require altering the common boundaries between lots.</p> <p>Alternatively, for aAny building setback that is less than 1.5 metres, an Application for Concurrence Agency (Siting Concession)</p>	

Assessment of Alternative Solution for Buildings and Structures Part MP 1.2 of Queensland Development Code to be submitted and approved. A copy of the approval must be submitted with the survey plan to verify compliance with this condition.	Assessment of Alternative Solution for Buildings and Structures Part MP 1.2 of Queensland Development Code to be submitted and approved. A copy of the approval must be submitted with the survey plan to verify compliance with this condition.
Applicant's justification	
<p><i>Apply for a siting concession Condition 3 between the existing house on the proposed Lot 17 and Lot 18 to the west.</i></p> <p><i>Reasoning being:</i></p> <ul style="list-style-type: none"> <i>A. There is already 1.8 high colour bond screen fence and extensive sandstone garden landscaping in the western frontage of the proposed Lot 17 that has been in place prior to the 12/11/2021 approval RC\01869.</i> <i>B. The distance between the existing screen fence and existing house wall is 2020mm separation and at the gutter level extremity is 1280mm.</i> <i>C. The minimal concession applied for is only 220mm with a 2020mm concrete walkway between the screen fence and the wall of the house on Lot 17 it would appear there would be no impact on any future residence on the proposed Lot 18 considering Lot 18 is a generous 800 m2 with a 20mt frontage to Cullen Street.</i> 	

The applicant has proposed to amend the condition to remove reference to the existing building that is required to be setback 1.5 metres from the side and rear boundaries. Condition 3 as written was imposed as a result of the following assessment benchmark, with the original assessment outlined and additional inclusions to provide additional clarification for the reasoning is as follows:

Reconfiguring a lot code

A07 *No existing building extends over more than one lot or is located closer to any boundary than required under an applicable code in this planning scheme or in the Building Code of Australia.*

The existing Dwelling house will be retained on proposed Lot 17. From the plans provided with the application, it appears that the Dwelling house will be able to comply with the boundary setback requirements as outlined in the Building Code of Australia; however without exact measurements, compliance cannot be guaranteed. The applicant has advised the setback of 1.5 metres for the Dwelling house from the common boundary of proposed Lots 17 and 18 will not be able to be achieved. As such, a condition will be included to ensure the Dwelling house is able to comply with the Building Code of Australia, which includes the potential for a siting concession to be obtained.

The condition is recommended to be retained as originally imposed given the applicant's proposed changes to the condition will not negatively impact on the potential for compliance with the condition to be achieved (i.e. the 'alternatively' component of the condition). If a siting concession is unable to be obtained, the setbacks must be achieved to ensure compliance with the assessment benchmark.

Conditions 5, 6 and 17

Table 2: Condition analysis

CONDITIONS IMPOSED		APPLICANT'S PROPOSED CHANGES
Fencing, Landscaping and Buffers		
5.	A fence 1.8 metres high shall be erected along the boundaries of any lot adjoining the footpath that connects Himyar Drive to Cullen Street, to provide visual screening. This screen fencing is to be provided at the developer's cost. The fence is to be a	Deleted.

	screen fence to a height of 1.2 metres, with above 1.2 metres to be at least 50% transparency. The fencing is to reduce in height when within 6.0 metres from the front boundary.	
6.	Details of the proposed fencing are to be submitted to and approved by Council's Planning Department prior to the signing of the Plan of Subdivision. Fencing is to be provided and maintained in accordance with the approved details.	Deleted.
Pedestrian Works		
17.	A 2.0 metre wide concrete pedestrian footpath in accordance with Drawing No. WK20-0206/ C1 Rev. 4 including perambulator ramps at each kerb and tactile ground service indicators, is to be constructed within the path connecting Himyar Drive and Cullen Street. This is to be undertaken before the Survey Plan for Stage 2 is approved. [Plan shown in Figure 1]	Deleted.
<u>Applicant's justification</u>		
5-6 and 17.	<p><i>Change of application Conditions 5, 6 and 17 to a standard colour bond screen fence.</i></p> <p><i>Reasoning being:</i></p> <ul style="list-style-type: none"> A. <i>There is already a 1.8mt high colour bond screen fence on the eastern side of the proposed Lot 17. ...</i> B. <i>Two of the largest screen fence providers in Qld – Oxworks and Stratco - DO NOT supply the screen fence as described in condition 5.</i> C. <i>A recently completed development RC\01356.01 appears to have no fencing conditions between Lots 74 & 97 and 73 & 98 of that Estate.</i> D. <i>In accordance with section 65 of the planning act 2016, it could be contended that conditions 5, 6 and 17 are not permitted "development Conditions".</i> <i>A development condition imposed in a development approval must:-</i> <ul style="list-style-type: none"> a) <i>Be relevant to, but not an unreasonable imposition on, the development or use of premises as a consequence of the development; or</i> b) <i>Be reasonably required in relation to the development or use of premises as a consequence of the development.</i> E. <i>It is noted that the Darlington Park Estate is currently serviced by an established footpath network connection along Bisley Street to the east. The requirement to establish another link from the 'back end' of a development area is an unreasonable imposition on the development, an undesirable outcome for the future residential community and will detract from the overall attractiveness of the Lots 4, 5, 15 and 16 due to lack of privacy to prospective buyers. It is a reasonable observation the existing connection is the preferred pedestrian connection from the Darlington Park Estate to the Bisley Street green space Stan Walsh Park (northeast of the subject site) as opposed to establishing a new connection to Cullen Street (as unreasonably required by Condition 5, 6 and 17).</i> F. <i>Lots 1, 2, 3, 4, 5, 6, 7 and 8 can be seen as the completion of the Darlington Park</i> 	

	<p><i>Estate and no need for a duplication link to Cullen Street.</i></p> <p>G. <i>The deletion of condition 5, 6 and 17 is also supported by adding an extra 3 metres in width to Lots 4 and 16 with Lot 17 increase frontage from 17.874 metres to 20.874 metres (plan enclosed) allowing for more diverse frontage for dwelling plans by the deleting of an unnecessary walkway and by returning privacy to Lots 4, 5, 15 and 16 and taking away the potential for dangerous attacks on pedestrians needing the provision of 50% transparency above 1.2 metres between Lots 4, 5, 15 and 16. No street lighting for night walkers...</i></p> <p>H. <i>Also with a full footpath link along the entire Bisley and Cullen Streets frontage of the development from proposed Lot 9 Bisley Street to proposed Lot 18 Cullen Street allowing for full connectivity to the Bisley Street green space Stan Walsh Park without the need of a duplication walkway between Lots 4, 5, 15 and 16 to Darlington Park.</i></p>
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The following assessment benchmarks contained within the Reconfiguring a lot code directly relate to the imposition of the conditions:

Reconfiguring a lot code

Overall outcomes

- (a) Development results in the creation of safe, convenient, functionally efficient and attractive communities and environments.*
- (f) Appropriate infrastructure and services are provided to meet the anticipated needs of future land use activities and the reasonable expectations of the community ...*
- (g) Development is serviced with public and private physical infrastructure depending on the location, existing levels of service, and potential to connect to urban infrastructure. Where development is not supported by public infrastructure robust, effective and efficient private services are provided.*

PO10 *Pedestrian and cyclist networks encourage walking and cycling by provision of a safe and convenient environment for pedestrians and cyclists. Where required links to future development are provided.*

AO13 *In partial fulfilment of the PO –*

Concrete paths are provided within pedestrian access links. The concrete paths connect to the kerbs of the roads at both ends of the pedestrian links.

PO13 *Land for non-road access links is provided as non-trunk infrastructure where:*

- The access link is necessary for the access needs of the residents of the development;*
- The access links are necessary to connect the development to park, open space or other access links; or*
- The provision of access links protects or maintains the safety and efficiency of the existing park, open space and access network.*

As outlined by the Performance outcomes and the Overall outcomes, the development is required to be designed to encourage walking networks and provide links to nearby parks and open space areas. There are two (2) parks/open space areas within the immediate vicinity of the subject premises, being Stan Walsh Park to the north-east and Mountain View Park to the south-west.

Whilst links for pedestrian movements to Stan Walsh Park from the development site can be achieved along Cullen Street and Bisley Street (external) and Himyar Drive and Floribunda Avenue (internal) without the pedestal access link, appropriate access links cannot be achieved from the development to Mountain View Park to the south-west. Mountain View Park does not contain embellishments typical for a recreational park, however, it is a public open space.

Furthermore, the draft Southern Downs Planning Scheme, publicly advertised between 28 July 2025 to 19 September 2025, outlined Mountain View Park is proposed to transition from the Community facilities zone to the Open space zone. The purpose of the Open space zone is to provide parks for the use of residents and visitors, and facilities and infrastructure that support, and are required by, users of the parks, as defined by the draft Southern Downs Planning Scheme. Given the intended zoning of Mountain View Park as an open space for the public, it is considered reasonable for the development to provide an access link from Himyar Drive to Cullen Street to allow residents internal to the site to travel to the south-west to enjoy the open space available in the immediate area.

The *Planning (Walkable Neighbourhoods) Amendment Regulation 2020* became effective on 28 September 2020 and amended the *Planning Regulation 2017*. These provisions are outlined in Schedule 12A, and prescribe assessment benchmarks which must be assessed when assessing a Reconfiguring a lot application that Schedule 12A applies to. The schedule provides clarity of standards and outcomes which should be demonstrated by new development and allows for site-specific consideration. The proposed development meets the criterion and therefore Schedule 12A is applicable.

The objective of the *Planning (Walkable Neighbourhoods) Amendment Regulation 2020* is to ensure new residential neighbourhoods are designed to support comfortable and convenient walking for transport, leisure, recreation and exercise.

Section 4, titled 'Connectivity' of Schedule 12A states:

4 Connectivity

The reconfiguration provides connectivity for pedestrians by—

- (a) ensuring that any roads constructed or extended in association with the reconfiguration are connected in a grid-like pattern that is responsive to topography and other physical constraints; and*
- (b) ensuring that, to the extent topography and other physical constraints reasonably permit, any roads constructed or extended in association with the reconfiguration, or footpaths provided in relation to the reconfiguration—*
 - (i) connect to roads and footpaths in surrounding areas; or*
 - (ii) allow for connection to future roads and footpaths in surrounding areas.*

The *Model Code for Neighbourhood Design - A Code for Reconfiguring a Lot (August 2020)* provides guidance to the requirements outlined in Schedule 12A. As part of the applicant's justification in support of the original application RC\01869, an assessment of the *Model Code for Neighbourhood Design - A Code for Reconfiguring a Lot (August 2020)* was provided. It should be noted the applicant for the original application (and subsequent change applications) is the same applicant for this change application. The applicant's assessment and justification in relation to walkability, access links and footpaths is as follows:

Table 3: Applicant's original assessment against Model Code for Neighbourhood Design

Performance outcomes	Acceptable outcomes	Applicant's response
Connected neighbourhood design		
PO1 The design of the neighbourhood provides: (b) a movement network that prioritises pedestrians and cyclists and integrates with the surrounding area;	No acceptable outcome is nominated.	(b) Yes - Pedestrian link provided to main streets.
Street block and lot design		
PO5 Street blocks provide a mid-block path	No acceptable outcome is nominated.	A footpath link will be provided from Himyar Drive to

for pedestrian and cyclist movement where this improves connectivity to open space and recreation facilities, community facilities, centres and places of employment.		<i>connect to Cullen / Bisley Streets, Parks and open spaces.</i>
Movement network and street design		
PO12 The movement network: (a) prioritises pedestrian and cyclists; (b) provides a high level of connection both within the neighbourhood and to surrounding areas for pedestrians, cyclists, vehicles and where required, public transport; and	No acceptable outcome is nominated.	(a) <i>Development provides footpath links and concrete footpath along site.</i> (b) <i>Frontages connecting to all roads, parks, public transport etc</i>
PO15 The siting and design of footpaths: (a) provides direct, convenient and continuous routes, having regard to likely pedestrian desire lines, trip purpose, topography and likely user volumes and types; (b) creates a safe environment for pedestrians by maximising sightlines and opportunities for casual surveillance, avoiding concealment points and being well lit;	No acceptable outcome is nominated.	<i>Complies</i> (a) <i>Direct connection, 72approx. 70m long from Himyar Drive to Cullen Street and Bisley Street.</i> (b) <i>Unobstructed sight line, lighting provided, no concealment points.</i>

In addition to the pedestrian access link, the applicant seeks to remove the requirement to construct fencing with a height of 1.8 metres (1.2 metres being solid screen fencing and above 1.2 metres being at least 50 percent transparent fencing) for any lot adjoining the pedestrian access link. The applicant has cited the existing fencing, privacy concerns and lighting as the basis for their request. Contrary to the applicant's request, the applicant's original justification for the establishment of fencing is as follows:

Table 4: Applicant's original assessment against Planning Scheme relating to fencing

Performance outcomes	Acceptable outcomes	Applicant's response
Crime Prevention and Safety		
PO28 Development is designed and constructed to enhance personal and property safety and minimise the potential for crime and antisocial behaviour. Development incorporates the following elements of crime prevention through environmental design: (a) design that provides for casual surveillance by residents and passersby; (b) the ability of residents and others to clearly find their way to and through the development; (c) the provision of movement links to	AO28 No acceptable outcome is nominated.	<i>Complies</i> (a) <i>Footpath link between Himyar Drive and Cullen Street: Fence 1.2m is proposed to enable casual surveillance.</i> (b) <i>Connection Link length is approx. 70m and straight, easily identifiable.</i> (c) <i>Direct link to nearby streets.</i> (d) <i>The link footpath is short and direct, installation of lighting is proposed.</i>

nearby activity areas;		
(d) the provision of safe routes through the development including open spaces and parks through		

The applicant has previously outlined the establishment of the pedestrian access link and associated fencing to connect Himyar Drive and Cullen Street is necessary to achieve compliance with the Planning Scheme and the *Model Code for Neighbourhood Design - A Code for Reconfiguring a Lot (August 2020)*, and in turn the mandatory assessment benchmarks in Schedule 12A of the *Planning Regulation 2017*.

The applicant's assessment supports the inclusion of the conditions of approval. The applicant's justification submitted with this subsequent change application does not address the walkability of the development to the south-west and the overall pedestrian connectivity, is a key aim, both to increase permeability but also foster the objectives of environmental health, tied to having strong connectivity within a development. . The proposed change to the development to remove the pedestrian access link significantly decreases the future pedestrian access to the south-west and general walkability in the area, and as such, does not comply with the mandatory assessment benchmarks in Schedule 12A.

As previously stated, the conditions of approval for RC\01869 are consistent with previous approvals for a similar development over the subject premises.

The conditions relating to fencing were imposed to ensure compliance with the PO28 of the Reconfiguring a lot code, relating to crime prevention and safety by ensuring casual surveillance. The conditioning of the development to include a 1.8 metre high fence (1.2 metre high solid screen and at least 50 percent transparent above 1.2 metres) along the boundaries of any lot adjoining the pedestrian access link is consistent with other recent subdivision approvals requiring a pedestrian access link, including Carbine Street, Carmody Street and East Street subdivisions.

Further to the above, stormwater infrastructure will be located within the pedestrian access link to enable the discharge of stormwater into Council's broader stormwater infrastructure, as per the Stormwater Management Plan submitted with the original application. The applicant has not provided any information with regard to how stormwater and stormwater infrastructure will be managed as a result of the proposed change in design (removal of the pedestrian access link).

The applicant has outlined the provision of the pedestrian access link and associated footpath and fencing is an unreasonable imposition on the development. Section 65 of the *Planning Act 2016* states the following:

65 Permitted development conditions

(1) A development condition imposed on a development approval must—

- (a) be relevant to, but not be an unreasonable imposition on, the development or the use of premises as a consequence of the development; or*
- (b) be reasonably required in relation to the development or the use of premises as a consequence of the development.*

As the development is subject to Code assessment, assessment is limited to the provisions of the assessment benchmarks and matters prescribed by *Planning Regulation 2017*. An assessment benchmark is a Code, a standard, or an expression of the intent for a zone or precinct and as the

development is for Reconfiguring a lot, the applicable provisions are contained within the Reconfiguring a lot code.

The requirements outlined in Schedule 12A and in PO10, AO13 and PO13, PO28 and the relevant Overall outcomes of the Reconfiguring a lot code are all applicable assessment benchmarks. Section 43 of the *Planning Act 2016* outlines that an assessment benchmark (Codes in a Planning Scheme) sets out the matters that an Assessment Manager (Council) must assess assessable development against. This section of the *Planning Act 2016* confirms that an assessment benchmark does not include a matter of a person's opinion or a person's circumstances, financial or otherwise.

Assessment undertaken against the Reconfiguring a lot code and Schedule 12A of the *Planning Regulation 2017* indicates that the imposition of the pedestrian access link and associated footpath and fencing conditions for the subdivision are relevant to the development, however, to determine whether the condition is lawful, consideration must be provided to whether its imposition is an unreasonable imposition on the development. The conditioning of a pedestrian access link to connect Himyar Drive and Cullen Street is not an unreasonable imposition on the development as:

- it is stated within the assessment benchmarks listed in the Planning Scheme that the development should provide pedestrian networks and footpaths;
- without the pedestrian access link, and provision of footpaths, compliance is unable to be achieved with Schedule 12A of the *Planning Regulation 2017*, which is a mandatory assessment benchmark; and
- the conditions have been consistently imposed across multiple approvals over the site (beginning in 2010).

Based on the above, the imposition of the conditions relating to the pedestrian access link and associated fencing are not an unreasonable imposition on the development, taking into account both security resulting from visual permeability for the path and connectivity between Himyar Drive and Cullen Street.

The pedestrian access link will connect Himyar Drive to Cullen Street, providing connectivity and access for the future residents of the proposed development. Removal of the pedestrian access link will relegate the residents of Himyar Drive and Floribunda Avenue to utilise the single access onto Bisley Street, significantly impacting on the development's connectivity, permeability and accessibility, therefore removing active transport and circular pathway linkages within the development. The conditions of approval recognise crime prevention and safety through the construction of fencing and lighting for the development, enabling casual surveillance whilst maintaining privacy and are considered to be reasonable and relevant for this development.

Removal of the conditions of approval will result in the development being in direct conflict with the Planning Scheme and the mandatory requirements of Schedule 12A. Therefore, it is recommended Conditions 5, 6 and 17 relating to the pedestrian access link and fencing are retained in accordance with the requirements of the Planning Scheme and Schedule 12A of the *Planning Regulation 2017*.

Should the pedestrian access link be removed, the condition relating to fencing will also be removed.

Condition 18

Table 5: Condition analysis

CONDITION IMPOSED		APPLICANT'S PROPOSED CHANGES
Pedestrian Works		
18.	A 2.0 metre wide concrete pedestrian footpath is to be constructed along the Cullen Street and Bisley Street frontages of the site, in a location suitable to the Director Infrastructure Services. The footpath is to	A 2.0 1.2 to 1.5 metre wide concrete pedestrian footpath is to be constructed along the Cullen Street and Bisley Street frontages of the site, in a location suitable to the Director Infrastructure Services. The

link to the existing footpath along Bisley Street.	footpath is to link to the existing footpath along Bisley Street.
<u>Applicant's justification</u>	
<p><i>Change of application Condition 18 from a 2.0 metre wide footpath to a 1.5 metre wide footpath.</i></p> <p><i>Reasoning being:-</i></p> <p><i>My understanding is a footpath 1.5 mt wide more than adequately allows for pedestrians, including those with mobility difficulties or prams, to walk abreast or comfortably past each other. A reduced width of 1.2 mt may also be acceptable where pedestrian volumes are low.</i></p> <p><i>Historical development footpaths</i></p> <p><i>Example 1:- 1.5 metre footpath adequately successfully servicing the 150 Lot Orchard Grove Estate for almost 20 years with further substantial development proposed to the south.</i></p> <p><i>Example 2:- 1.5 metre footpath from Dragon Street to Palmerin Street adequately servicing the entire Locke Street frontage to one of Warwick's largest education precincts for over 40 years with a recent 9 Lots development approval RC\02036 26/02/2025 with condition 24:- The existing footpath along Locke Street frontage is to be maintained. The existing footpath is "1.5 mt wide" and deemed acceptable.</i></p> <p><i>Recent development 1.5 metre approved footpaths.</i></p> <p><i>MCU\02589 31/7/2024 (Duplex) 87 Glengallan Rd</i></p> <p><i>RC\01922 08/06/2023 (14 Lots) Warwick 4-10 Poinsettia St Killarney</i></p> <p><i>MCU\02132.02 10/06/2024 (Duplex) 32 Chant Dr Warwick</i></p> <p><i>Recently deleted 1.5 metre footpath and walkway fencing condition between Capital Dr and Glen Rd Warwick RC\01957 03/08/2024 15 Lot subdivision</i></p> <p><i>Finally it could be contended with a recently completed 15 Lot development (RC\00706.02) 41-69 Cullen Street with NO condition to provide footpath to connect to the 1.5 metre wide footpath on the Tooth Street frontage of the development.</i></p> <p><i>It would not be unreasonable to delete the Cullen Street section of condition 18 in it's [sic] entirety.</i></p> <p><i>Clearly there is no further potential to continue the footpath past Lot 18 rendering condition 18 for the Cullen Street frontage footpath to service only 5 Lots is unreasonable compared to no footpath condition for the 15 Lots in the Orchard Grove Estate 41-69 Cullen St considering a footpath along the frontage 41-69 Cullen St could have been seen as a feeder connection to Tooth St from Watson St, Chant Dr and Capital Dr.</i></p> <p><i>Some walkways, even those more recently constructed, have un-engineered retaining walls with flimsy heavy paling fences attached on dangerous leans close to collapse.</i></p> <p><i>All walkways have un-maintained bended waving fence lines, palings missing and in general bad repair ranging from poor to shocking creating a slum like appearance.</i></p> <p><i>For all the reasons previously listed, I would strongly urge SDRC to consider the deletion of Conditions 5, 6 and 17 in their entirety and amend Condition 18 to a minimum width of 1.2 metres and a maximum width of 1.5 metres along the Bisley Street frontage of the development.</i></p>	

The applicant has proposed to reduce the width of the footpath along the Bisley Street frontage of the site from 2.0 metre to between 1.2 to 1.5 metres, and remove the requirement to construct a 2.0 metre wide footpath along the Cullen Street frontage of the site.

The requirement for footpaths to be constructed is to achieve compliance with PO10 of the Reconfiguring a lot code, which is as follows:

Reconfiguring a lot code

PO10 Pedestrian and cyclist networks encourage walking and cycling by provision of a safe and convenient environment for pedestrians and cyclists. Where required links to future development are provided.

As per the Performance outcome, to ensure the development encourages pedestrian and cyclist networks for walking and cycling through the provision of a safe and convenient environment, a concrete footpath constructed along the Bisley Street and Cullen Street frontages of the site is required.

As the applicant has requested the deletion of Condition 18 which requires a footpath be constructed, the development is not considered to comply with the Performance outcome. As a result, the development must comply with the Overall outcomes of the Code.

In conjunction with PO10 of the Reconfiguring a lot code, Overall outcome (h) of the Code which relates to pedestrian movement and footpaths is as follows:

(h) An integrated network of roads, pathways, open space and infrastructure is provided that maximises accessibility and efficiency throughout the whole area.

A 2.0 metre wide footpath exists along the Bisley Street frontage of the site. The conditions of approval reflect the width of the existing footpath along Bisley Street to ensure connectivity to Council's footpath network within the immediate area. Amending the condition to reflect the applicant's request for the footpath width along Bisley Street to be between 1.2 to 1.5 metres would not provide a logical extension of the existing footpath network, and would not create a safe and convenient environment for pedestrians and cyclists travelling between the proposed and existing footpath along Bisley Street.

Section 7, titled 'Footpaths' of Schedule 12A states:

7 Footpaths

The reconfiguration provides for convenient and comfortable pedestrian movement by ensuring—

- (a) for a new road used mainly for providing direct access to a created lot—a footpath is constructed—*
 - (i) if a local assessment benchmark for the reconfiguration requires the construction of a footpath on both sides of the new road—on both sides of the road; or*
 - (ii) otherwise—on at least 1 side of the new road; or*
- (b) for another new road—a footpath is constructed on both sides of the road.*

The development has not been required to provide a footpath along one side of the new road, being the cul-de-sac connecting to the terminus of Himyar Drive, given there will not be any connecting footpath within either Himyar Drive and Floribunda Avenue, and the limited traffic movements within the area. Rather, pedestrian footpaths have been required along the Bisley Street and Cullen Street frontages of the site to extend the existing network to increase the potential for walkability, which also connects through to Himyar Drive. The Purpose of the assessment benchmark of Schedule 12A is as follows:

3 Purpose of part

- (2) The purpose of this part is to ensure the reconfiguration supports convenient and comfortable walking for transport, recreation, leisure and exercise in the locality of the lot.*

The requirement for a footpath along the Bisley Street and Cullen Street frontages of the site provides a convenient and comfortable environment for walking and pedestrian movement. Cullen Street is an Urban Access road which is defined by Council's Roads Asset and Service Management Master Plan / TAMP as a road that primarily provides access to residences and properties and to connect to other access and local access streets. Given Council's footpath strategy does not extend into this location of Warwick, there is an increased need and relevance to create walkable options and pedestrian links for local residents.

It is general planning practice that an extension of a footpath corresponds with the width of the existing footpath in the locality.

It should be noted that despite the applicants' request to reduce the footpath width along Bisley Street and remove the footpath along Cullen Street, the applicant has already constructed a 2.0 metre wide footpath along the Bisley Street frontage of the site, in accordance with the conditions of approval. This footpath has yet to be accepted by Council as a Council asset.



Figure 4: New Footpath along Bisley Street (north-east)



Figure 5: New Footpath along Bisley Street (south-west)

Based on the above, to ensure the development maintains compliance with the statutory assessment benchmarks, Condition 18 is recommended to be retained as originally imposed.

Condition 1

Given the above assessment, the proposed amendment to the site plan (removal of the pedestrian access link) is recommended for refusal.

Infrastructure Charges

As the proposed change to the development is recommended to be refused, there are no changes required to be made to the Infrastructure Charges Notice (ICN). The charge levied on the ICN is \$170,000, and is based on the charge rate of \$10,000 per lot, as per Adopted Infrastructure Charges Resolution (No. 2) 2015. Given no changes to the lot layout have occurred despite the two previous change approvals, no amended ICN's have been issued.

Should the change application be approved in whole or in part an amended ICN would be issued levying the charge amount per new lot under Charges Resolution (No. 4.2) 2023, pursuant to s119 of the *Planning Act 2016*. The levied infrastructure charges would total \$365,500.

Recommendation

THAT Council refuse the change application made in relation to the Development Permit dated 26 September 2025 for Reconfiguring a Lot for the purpose of Subdivision (1 lot into 18 lots), on land at 7 Cullen Street, Warwick, described as Lot 75 W3029, for the following reasons:

- 1) The applicant has failed to demonstrate through the application and supporting documentation sufficient justification to support the removal of the conditions of approval relating to the pedestrian access link, fencing and footpaths. Therefore, the proposed development cannot meet the following requirements of the Southern Downs Planning Scheme (v.5):

9.4.7 Reconfiguring a lot code

9.4.7.2 Purpose

- (1) *The purpose of the Reconfiguring a Lot code is to ensure that reconfiguring a lot results in development that is consistent with the purpose and outcomes of the zone or precinct in which the land is located and minimises impacts on the environment.*
- (2) *The overall outcomes sought for the code are as follows:*
 - (a) *Development results in the creation of safe, convenient, functionally efficient and attractive communities and environments.*
 - (f) *Appropriate infrastructure and services are provided to meet the anticipated needs of future land use activities and the reasonable expectations of the community. Conditions regarding the supply of necessary trunk infrastructure or payment of additional trunk infrastructure costs may be imposed where development is inconsistent with the assumptions for development set out in section 4.2 of the LGIP or outside the PIA.*
 - (g) *Development is serviced with public and private physical infrastructure depending on the location, existing levels of service, and potential to connect to urban infrastructure. Where development is not supported by public infrastructure robust, effective and efficient private services are provided.*
 - (h) *An integrated network of roads, pathways, open space and infrastructure is provided that maximises accessibility and efficiency throughout the whole area.*

9.4.7.3 Assessment benchmarks

PO10 *Pedestrian and cyclist networks encourage walking and cycling by provision of a safe and convenient environment for pedestrians and cyclists. Where required links to future development are provided.*

AO13 *In partial fulfilment of the PO - Concrete paths are provided within pedestrian access links. The concrete paths connect to the kerbs of the roads at both ends of the pedestrian links.*

PO13 *Land for non-road access links is provided as non-trunk infrastructure where:*

- *The access link is necessary for the access needs of the residents of the development;*
- *The access links are necessary to connect the development to park, open space or other access links; or*
- *The provision of access links protects or maintains the safety and efficiency of the existing park, open space and access network.*

PO28 *Development is designed and constructed to enhance personal and property safety and minimise the potential for crime and antisocial behaviour.*

Development incorporates the following elements of crime prevention through environmental design:

- (a) design that provides for casual surveillance by residents and passersby;*
- (b) the ability of residents and others to clearly find their way to and through the development;*
- (c) the provision of movement links to nearby activity areas;*
- (d) the provision of safe routes through the development including open spaces and parks through*


- 2) The requirement of a pedestrian access link and footpath is consistent with Schedule 12A of the *Planning Regulation 2017*;
- 3) The pedestrian access link will ensure the connectivity of the required footpath to the broader footpath network and strengthen both connectivity and permeability of the broader development in terms of pedestrian movement.
- 4) A 2.0 metre wide footpath along the Bisley Street and Cullen Street frontages of the site are consistent with the existing 2.0 metre wide footpath along Bisley Street, ensuring a logical extension to the broader footpath and pedestrian movement network;
- 5) The applicant has already constructed a 2.0 metre wide footpath along the Bisley Street frontage of the site in accordance with Condition 18;
- 6) The required fencing along the boundaries of any lot adjoining the pedestrian access link that connects Himyar Drive and Cullen Street will ensure casual surveillance by residents and passersby, as required by PO28 of the Reconfiguring a lot code in the Southern Downs Planning Scheme (v.5); and aligns with CPTED (Crime Prevention Through Environmental Design) principles;
- 7) The removal of the pedestrian access link will impact the maintenance accessibility by Council to the required stormwater infrastructure within the pedestrian access link; and
- 8) If a siting concession is unable to be obtained, the removal of the setback requirement for the existing Dwelling house outlined in Condition 3 will result in a condition of approval that is unable to be achieved. The existing condition achieves the applicant's intent of the change.

ATTACHMENTS

Nil

15.2 Pest Management Advisory Committee Meeting

Document Information

	Report To: Ordinary Council Meeting	
	Reporting Officer:	Meeting Date: 28 January 2026
	Manager Environmental Services	ECM Function No/s:

Recommendation

THAT Council receive the Minutes of the Pest Management Advisory Committee meeting held in Warwick on Thursday, 18 December 2025.

REPORT

Background

The Pest Management Advisory Committee (PMAC) met in Stanthorpe on Thursday 18 December 2025.

Report

The minutes of Council's Pest Management Advisory Committee are submitted for Council's information and consideration of any recommendation/s following each meeting. The minutes of the meeting held on 18 December 2025 are attached (Attachment 1). The Southern Downs Regional Council pest management report (Attachment 2) presented at the meeting is also provided.

At this meeting, there was a presentation from Greg Mifsud, National Wild Dog Coordinator from the Centre for Invasive Species Solutions. Greg provided an information presentation on wild dog management including information on the impact of wild dogs, and the most effective control methods.

Conclusion/Summary

That Council receive the Minutes from the Pest Management Advisory Committee meeting and endorse the motions moved at the meeting.

FINANCIAL IMPLICATIONS

Nil

RISK AND OPPORTUNITY

Risk

Council has legislative obligations under the *Biosecurity Act 2014*, and there is a risk of non-compliance if Council does not fulfil its responsibilities.

Opportunity

The Pest Management Advisory Committee is a community consultative committee and allows Council to receive contributions from the community on its pest management activities.

COMMUNITY ENGAGEMENT

Internal Consultation

Nil

External Consultation

The Pest Management Advisory Committee is a community consultative committee.

LEGAL / POLICY

Legislation / Local Law

Biosecurity Act 2014

Corporate Plan

Goal 2 Our Places

Outcome: 2.3 Our natural and agricultural environments are healthy, resilient and sustainable.

Objective: 2.3.3 Develop policies and implement measures to enhance our agricultural sector and protect priority agricultural land from invasive pest animals and pest plants and non-rural development incursion.

Policy / Strategy

Southern Downs Environmental Sustainability Strategy 2021-2031

Southern Downs Invasive Pests Strategic Plan 2021-2024

ATTACHMENTS

1. Minutes of Pest Management Advisory committee 18 December 2025 [↓](#)
2. SDRC Officers Report- 18 December 2025 [↓](#)



MINUTES OF THE SOUTHERN DOWNS REGIONAL COUNCIL MEETING OF THE PEST MANAGEMENT ADVISORY COMMITTEE

THURSDAY 18 DECEMBER 2025 AT 10:30AM

COUNCIL CHAMBERS, 61 MARSH STREET, STANTHORPE



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1 PRESENT

Nicole Collett (Acting Chairperson - SDRC Manager Environmental Services), Clive Smith (Southern Downs Wild Dog Management Advisory Committee), Liz Bourne (Community member), Paul Maher (Community member), Greg Keith (QPWS), Andrew McCartney (SQL), Shannon Partridge (SDRC Environmental Compliance), Matthew Murphy (SDRC Pest Management), Michelle Anderson (Observer/Minutes), Donna Jeffries (Minutes).

Via Teams: Cr Carla Pidgeon, Cr Sarah Deane, Dusty Elson (Granite Border Landcare), Mat Warren (Darling Downs Moreton Rabbit Board)

Nicole Collett opened the meeting at 10:30 am, introduced herself and welcomed all those attending. Around the table introduction was performed for the benefit of newcomers.

2 APOLOGIES

Ray Lambert (SDRC), Joss Kresina (SDRC), Kathleen Macdonald (Granite Borders Landcare), Andrew Greenwood (QPWS), Rachel Chapman (QPWS), Ken McCray (TMR), Carol Booth (Invasive Species Council), John Scriven (South West Queensland Regional Organisation of Councils), Nicki Lewis (Dept Primary Industries), Poul Tvermoes (SDRC General Manager Communities, Planning & Environmental Services), Cr Cynthia McDonald, Angus Ferrier (GBG), Cr Sheryl Windle, Cr Morwenna Harslett, Cr Joel Richters

3 BUSINESS ARISING FROM PREVIOUS MINUTES

a) Review of Previous Actions

Action: Angus to request information/statistics from Granite Belt Growers on the impact of pigs and deer in the region. –**ANGUS UNAVAILABLE – FOLLOW UP NEXT MEETING**

Action: Nicole to follow-up on how Weed Program is prioritised in relation to Privet with Liz advising it is currently at Mt Marley and Sentimental Rock.

Update provided: Matthew Murphy replied they have inspected and conducted some treatment at Sentimental Rocks around the water tank. Walking paths are to be looked at in the near future. Mt Marley Privet has not yet been assessed but investigation will be undertaken. This won't take place until early 2026. Further discussions to be had with Liz after the meeting

4 SDRC PEST MANAGEMENT OFFICERS ACTIVITY REPORT – JOSS KRESINA

Copies have been emailed to members. In Joss's absence, Nicole touched on the highlights.

5 PRESENTATION FROM GREG MIFSUD, MANAGEMENT COORDINATOR - NATIONAL WILD DOG MANAGEMENT.

Greg provided a power point presentation and answered questions from the group.

6 UPDATE BY MEMBERS GROUPS

Each of the attending members provided an update from the group they represent.

7 GENERAL BUSINESS

- a) Cr Pidgeon thanked Greg Mifsud for his excellent presentation regarding the Wild Dog Baiting program.
- b) Cr Dean also thanked Greg Mifsud for his presentation. She found the information regarding the 1080 poison used in the wild dog program very informative.



- c) Nicole Collett informed meeting of future changes regarding the payment of Wild Dog Bounties which are at present being reviewed and revised by Shannon Partridge. These changes will be discussed at a later meeting. Also, the Committee were asked for feedback for the future formats and Presenters for meetings.

8 NEXT MEETING & CLOSURE

Next meeting: Thursday 12 March 2026 @ 10:30am at Warwick Council Chambers

Following meeting: Tentative

Meeting Closed at 12:00 noon

Date:	10/12/2025
To:	Pest Management Advisory Committee
Subject:	PEST MANAGEMENT REPORT

PEST MANAGEMENT REPORT

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1 Roadside Weed Treatment and Spraying Program

Roadside weed management has continued across the region with a strong focus on priority invasive plants. Seasonal growth has driven significant activity through the warmer months, with officers allocating resources based on mapped infestations, customer requests, and known high-risk corridors.

1.1 Program Overview

The objectives of this quarter’s roadside program were to:

- Reduce biomass of high-risk invasive weeds before summer seeding.
- Contain spread along major dispersal pathways.
- Identify emerging outbreaks and update mapping.

- Maintain long-term trend data to inform the 12-month program.

1.2 Chilean Needle Grass (CNG)

Weekly monitoring and treatment occurred along multiple key roads including Sandy Creek Rd, Leyburn–Cunningham Rd, Ryeford–Pratten Rd, O’Leary Rd, Glenbuckie Rd, Warfields Rd, Allora–Clifton Rd, New England Hwy (Allora), Tudor Valley Rd and Warwick–Killarney Rd.

A new site on Hoey Rd was located and treated immediately. The origin is unknown and the location has now been added to ongoing monitoring.

Seasonal trends:

- Western sites: on par to slightly denser than previous years.
- Eastern sites: lower than average.

1.3 Harrisia Cactus

Quarterly inspections and treatment were undertaken along Leyburn–Cunningham Rd, Toowoomba–Karara Rd and Donovan Rd (reserve). Numbers remained consistent with previous seasons.

1.4 Honey Locust

Scattered plants were treated on the New England Hwy, Connolly Dam Rd, Rosehill Rd and Warwick–Killarney Rd.

1.5 Riverina Pear

Quarterly monitoring and treatment occurred on Bentleys Rd, Longs Bridge Rd and adjoining unnamed roads. Infestation levels recorded were below average to average.

1.6 Tree Pear

Treatment activities were undertaken across Pikedale Rd, Palgrave Rd, Welsh Rd, Bentleys Rd, Halls Rd and Rabbit Fence Rd.

1.7 St Johns Wart

St Johns Wart was treated across multiple roads including Mt Norman Rd, McMeniman Lane, Paling Yard Rd, Merawa St, Bald Mountain Rd, Happy Valley Rd, Springborg Lane, Warroo St, Glenlyon St, Merinda St, Rockwell St, Woodlaw St, Barawell St and Rabbit Fence Rd. Additional isolated outbreaks on the New England Highway were also treated.

1.8 Blackberry / Ragweed

Ragweed was treated alongside Blackberry across the network, with works undertaken on Mt Norman Rd, McMeniman Lane, Paling Yard Rd, Merawa St, Bald Mountain Rd, Happy



Valley Rd, Springborg Lane, Warroo St, Glenlyon St, Merinda St, Rockwell St, Woodlaw St, Barawell St and Rabbit Fence Rd.

1.9 Firethorn

Firethorn was treated on Hickling Lane, Stables Rd, Lofaros Rd and Scuderi Lane, where scattered plants were identified during routine monitoring. Treatment was undertaken alongside Blackberry and Ragweed control to prevent further spread and maintain clear roadside corridors.

1.10 Possible Mexican Bean Tree – Allora District

A property owner on the outskirts of Allora reported a suspected **Mexican Bean Tree**. This species is not widespread in the region, and early identification is critical. The report has been referred to **Biosecurity Queensland**, who are scheduled to inspect the property during the week of **10 December 2025**. SDRC officers will attend and will incorporate the outcome of the assessment into future weed control planning.

1.11 Bunny Ears Cactus – Woods St, Warwick

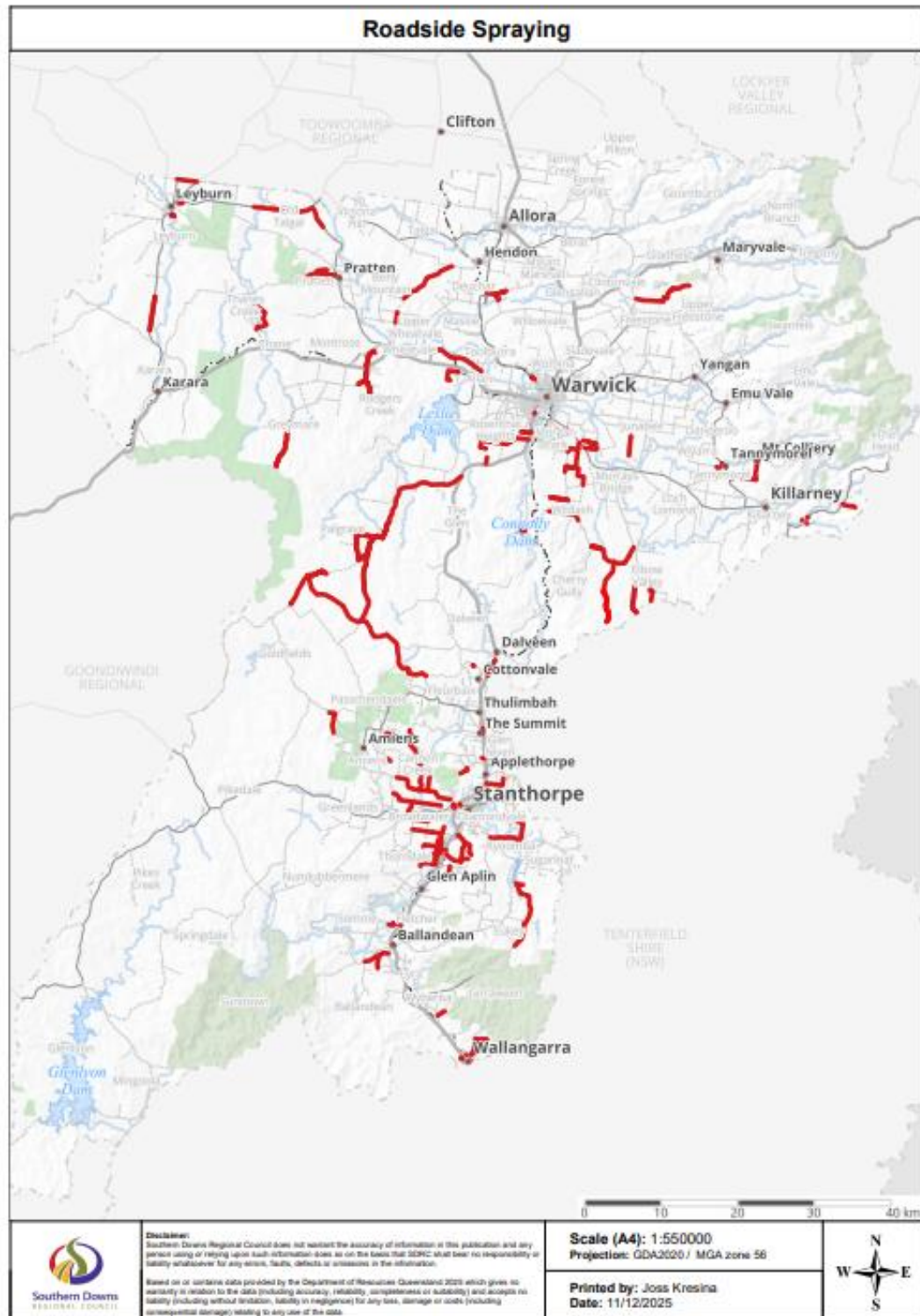
A new occurrence of **Bunny Ears Cactus** (*Opuntia microdasys*) was identified on Woods Street in Warwick. SDRC officers are working **in collaboration with Biosecurity Queensland** to verify the extent of the infestation, initiate removal, and ensure eradication protocols are followed. Follow-up monitoring will be scheduled to prevent reinfestation.

These emerging reports reinforce the importance of community vigilance and early-reporting pathways, enabling rapid response before new species become established.

1.12 Grey Willow

A suspected grey willow on the bank of Severn River, Seven Mile in the southern region. Due to limited access (requires a boat), officers in conjunction with Biosecurity Queensland will conduct sampling and verification in early February, with treatment to follow pending confirmation.

1.9 Roadside spraying activity map



2 Private Property Inspections and Landholder Engagement

While in a reduced number due to staff shortages private property inspections continued across the region, supporting compliance and helping landholders identify and manage invasive plants.

2.1 Inspection Program Summary

Officers completed a range of inspections across grazing properties, lifestyle blocks and mixed agricultural holdings. Outcomes included:

- Issuing Pest Advisory Notices for high-density infestations.
- Providing tailored weed management advice.
- Conducting follow-up visits on previous advisory sites.
- Identifying new and emerging infestations requiring future attention.

2.2 Equipment Hire Demand

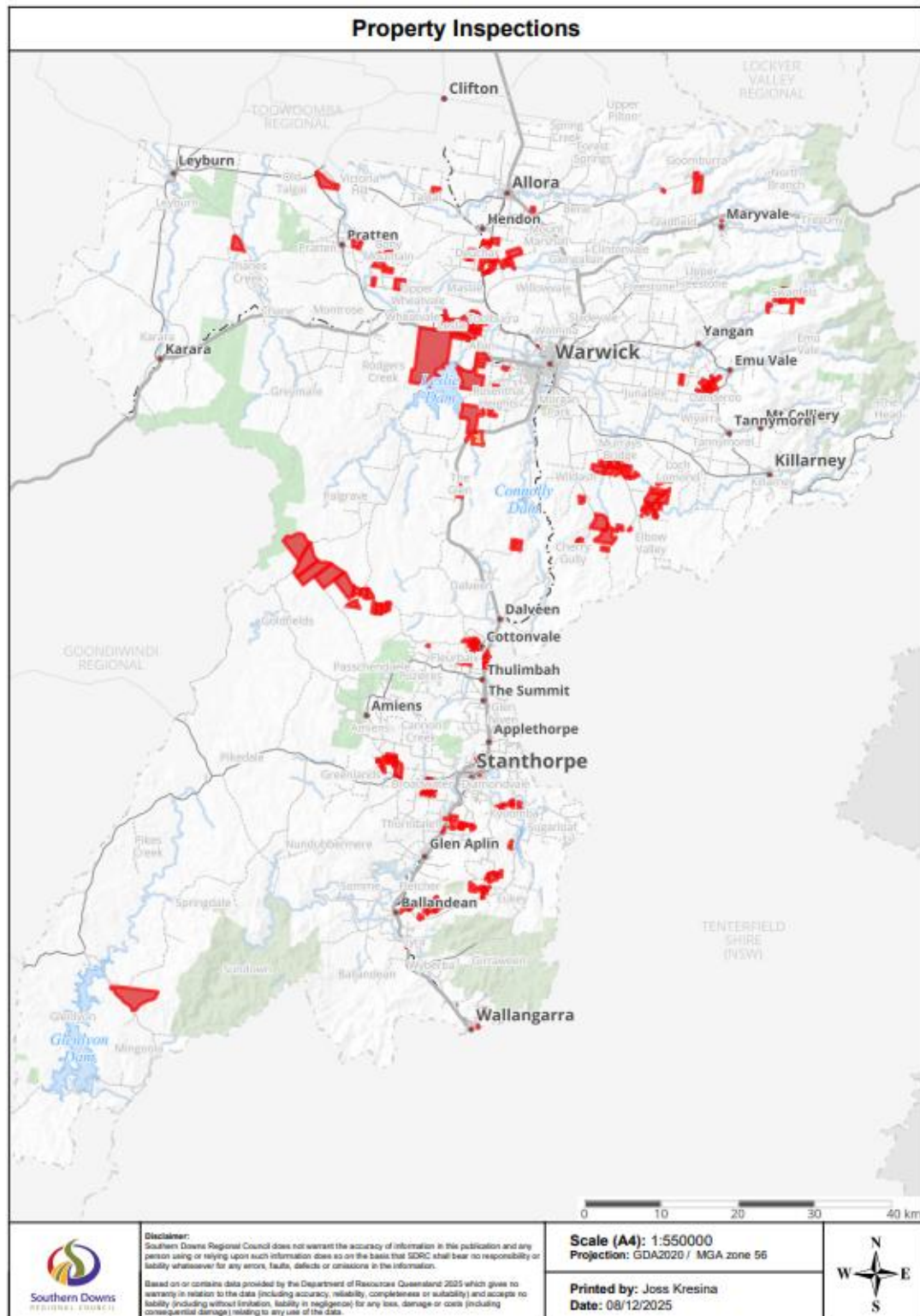
Demand for Council's weed-control equipment, spray units and cactus injectors remains strong. Promotion during inspections has led to increased community uptake and positive operational feedback.

2.3 12-Month Program

A 12-month roadside and property inspection program is being finalised for 2026. It will:

- Set clear regional priorities.
- Integrate mapping to allocate resources.
- Ensure consistent treatment cycles.
- Focus on emerging hotspots and high-risk nodes.

2.4 PROPERTY INSPECTIONS



3. Baiting Programs

Council completed a coordinated round of 1080 baiting between 18–20 November 2025, supplemented by additional ad-hoc bait supply throughout the reporting period.

3.1 Coordinated Baiting – Northern Region

The northern region recorded strong participation:

- **2,020 dog baits** distributed.
- **289 pig baits** distributed.

Dalveen/Wildash School continued to be the highest-demand station.

3.2 Coordinated Baiting – Southern Region

Participation levels varied across locations:

- **Goldfields:** 108 pig-strength baits
- **Eukey:** 10 dog-strength baits
- **Wallangarra:** 105 dog-strength baits and 33 pig baits
- **Pikedale:** No attendance

3.3 Ad-Hoc Baiting

Outside the coordinated program, officers provided:

- **60** pre-manufactured baits
- **791** dog baits
- **40 kg** grain feral pig bait

Ad-hoc baiting remains an essential component of the regions wild dog and feral pig control programs, as it provides rapid response capability for landholders experiencing active predation outside scheduled coordinated programs.

4. Wild Dog Bounty Program

4.1 Bounty Payments

- **November 2025:** \$4,750
- **2025/26 YTD:** \$19,500

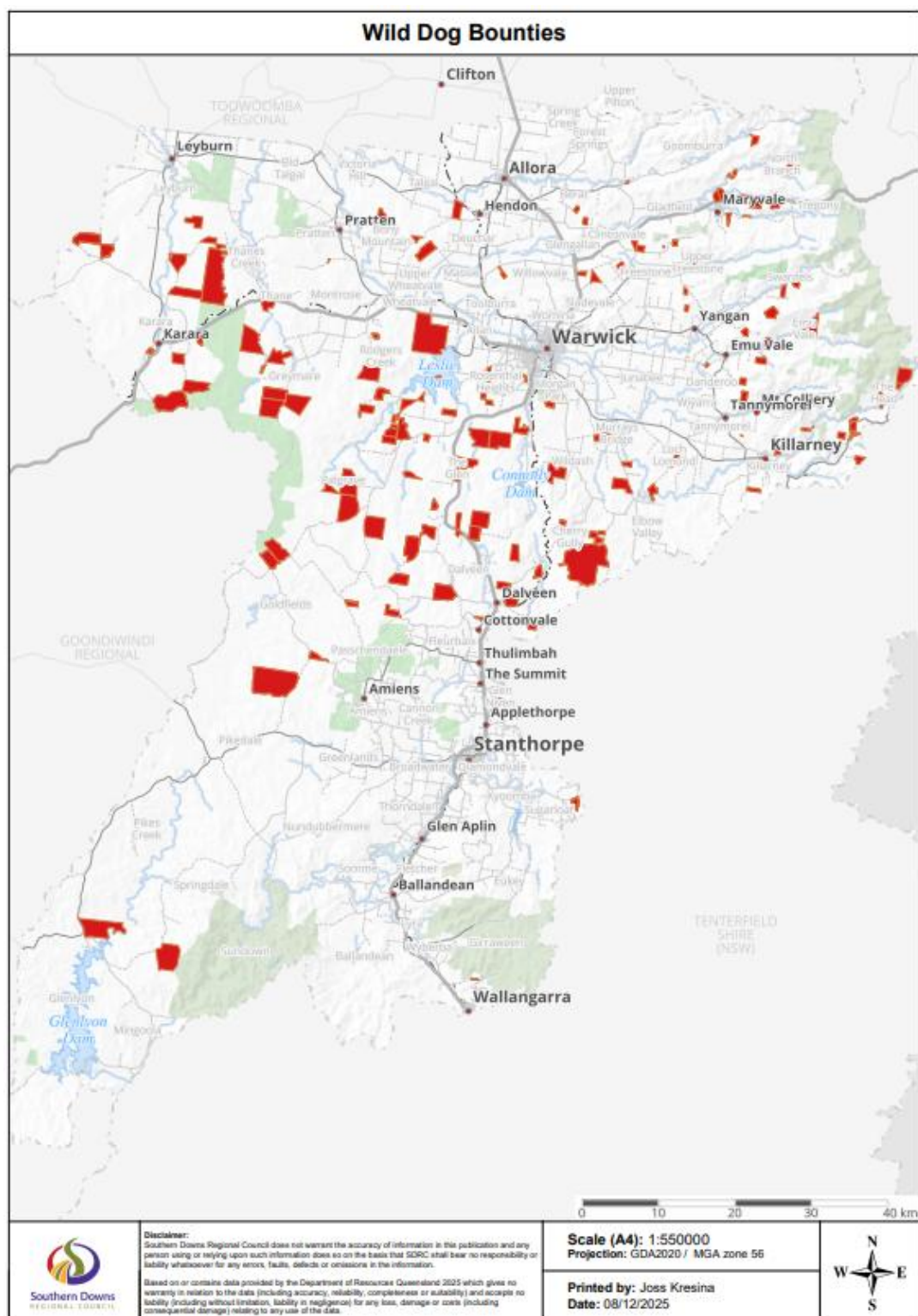
4.2 Animals Claimed (July–November 2025)

Category	Number
Male adult dogs	108
Female adult dogs	72
Male pups	18
Female pups	12
Unknown pups	1
Unknown adults	0
Total	211

4.3 Program Insights

Adult dogs continue to dominate bounty claims, with a clear male bias consistent with regional trend data. Pup numbers remain relatively low, indicating effective suppression during the early breeding season.

4.4 Wild dog bounty map



5. Wild Dog Spur Fence Program

5.1 Killarney Wild Dog Spur Fence – Electrification Works

One of the two new electrified replacement sections of the Killarney Wild Dog Spur Fence has now been completed. The second section has been delayed due to inclement weather and unsuitable ground conditions, which prevented safe and effective construction. Works will re-commence once conditions improve. These works form part of the broader 2026/27 upgrade program aimed at improving fence integrity, reducing maintenance requirements, and enhancing effectiveness against wild dog incursions.

Grid cleaning on Homans Road has been completed and incorporated into the 2026/27 maintenance schedule.

5.2 Photos – Completed Electrified Sections



5.3 Map – Replacement Sections (750m total)



5.4 Stanthorpe and Killarney Fence Maintenance

Maintenance of both the Stanthorpe and Killarney wild dog fencing networks continues on a rotational inspection and repair schedule. Under this program, officers conduct routine patrols to identify:

- Damaged sections caused by fallen trees, erosion or animal impact,
- Breaches that compromise fence integrity,
- Areas requiring tensioning, re-straining or minor structural correction.
- Repairs are carried out promptly following identification to ensure the fence continues to operate effectively as a predator-exclusion barrier. This proactive inspection program has significantly reduced the duration of unprotected periods and helps maintain long-term functionality of both networks.

5.5 Photos damage and repair



5.6 Use of Residual Herbicides Along Electrified Fence Lines

To improve fence performance and reduce long-term maintenance costs, Council will begin using residual herbicides along electrified fence lines. Excess vegetation growth can interfere with electrical conductivity, cause shorting, and increase the frequency of manual clearing. The introduction of residual herbicides will:

- Suppress regrowth for extended periods,
- Maintain clear ground along the fence alignment,
- Improve electrical efficiency and reliability,
- Reduce labour and machinery requirements for slashing and brush-cutting,
- Support long-term fence integrity by reducing moisture retention and vegetation pressure at the base of the fence.

This approach mirrors best practice used across other regional fencing networks and is expected to deliver significant operational savings over the coming seasons.

6 Observations and Forward Priorities

- Weed pressures remain consistent with long-term patterns; repeated treatment cycles continue to show benefits.
- CNG remains the top surveillance priority, particularly across western corridors.
- Baiting program continues to demonstrate high engagement and supports effective wild dog pressure reduction.
- Bounty program data provides actionable insight into population dynamics.
- The upcoming 12-month program will provide structured prioritisation and improved service consistency across the region.

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 Review Committee

Reason for Confidentiality

This item is considered confidential in accordance with section 254J(3)(b) of the *Local Government Regulation 2012*, as it contains information relating to industrial matters affecting employees.

18. GENERAL BUSINESS