

Ordinary Meeting of Council

***Held at Western Downs Regional Council's
Dalby Event Centre***

On Wednesday, 9 December 2020

Commencing at 09:30 AM

**R. A. MUSGROVE
CHIEF EXECUTIVE OFFICER**

9 December 2020

Ordinary Meeting of Council Agenda

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The Purpose of this Report is for Council to adopt the Minutes of the Ordinary Meeting of Council held on Wednesday, 18 November 2020
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The purpose of this Report is to provide Council with significant meetings, forums and delegations attended by the Mayor during the month of November 2020.

9. CONFIDENTIAL ITEMS

Section 254J of the Local Government Regulation 2012 in relation to Closed meetings provides:

(1) A local government may resolve that all or part of a meeting of the local government be closed to the public.

(2) A committee of a local government may resolve that all or part of a meeting of the committee be closed to the public.

(3) However, a local government or a committee of a local government may make a resolution about a local government meeting under subsection (1) or (2) only if its councillors or members consider it necessary to close the meeting to discuss one or more of the following matters—

(a) the appointment, discipline or dismissal of the chief executive officer;

(b) industrial matters affecting employees;

(c) the local government's budget;

(d) rating concessions;

(e) legal advice obtained by the local government or legal proceedings involving the local government including, for example, legal proceedings that may be taken by or against the local government;

(f) matters that may directly affect the health and safety of an individual or a group of individuals;

(g) negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government;

(h) negotiations relating to the taking of land by the local government under the Acquisition of Land Act 1967;

(i) a matter the local government is required to keep confidential under a law of, or formal arrangement with, the Commonwealth or a State.

(4) However, a local government or a committee of a local government must not resolve that a part of a local government meeting at which a decision mentioned in section 150ER(2), 150ES(3) or 150EU(2) of the Act will be considered, discussed, voted on or made be closed.

(5) A resolution that a local government meeting be closed must—

(a) state the matter mentioned in subsection (3) that is to be discussed; and

(b) include an overview of what is to be discussed while the meeting is closed.

(6) A local government or a committee of a local government must not make a resolution (other than a procedural resolution) in a local government meeting, or a part of a local government meeting, that is closed.

9.1. EXECUTIVE SERVICES

9.2. CORPORATE SERVICES

- 9.2.1. Corporate Services Confidential Report - Tender MM05-20-21 Chinchilla Weir Landscaping and Building Construction Tender
The purpose of this report is to seek Council's approval to award Tender MM05-20-21 for the construction of the Chinchilla Weir Strategic Tourism Masterplan project to Boyds Bay Group.
- 9.2.2. Corporate Services Confidential Report - Tender MM06-20-21 Lake Broadwater Landscaping and Building Construction Tender
The purpose of this Report is to seek Council's approval to award Tender MM06-20-21 for the construction of the Lake Broadwater Strategic Tourism Masterplan project.
- 9.2.3. Corporate Services Confidential Report - Tender MM07-20-21 Caliguel Lagoon Landscaping and Building Construction Tender
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- 9.2.4. Corporate Services Confidential Report - Tender MM08-20-21 Tara Lagoon Landscaping and Building Construction Tender
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- 9.2.5. Corporate Services Confidential Report - Tender MM15-20-21 Tara Lagoon Boardwalk Construction Tender
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- 9.2.6. Corporate Services Confidential Report Proposed Sale of Lots 6 and 7 Drew Street, Dalby
The purpose of this Report is to seek Council's direction regarding the proposed sale of Lots 6 and 7 Drew Street, Dalby.
- 9.2.7. Corporate Services Confidential Report Additional Water Concession Due to Undetected Water Leak Lot 13 RP 56481
This Report is to seek Council's direction regarding a ratepayer requesting additional concession as a result of an undetected water leak.
- 9.2.8. Corporate Services Confidential Report MyALL107 Cultural Precinct Project Library Relocation
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9.3. COMMUNITY AND LIVEABILITY

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9.4.1. Infrastructure Services Confidential Report Jandowae Sewerage Treatment Plant Effluent Disposal

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Title **Adopt Ordinary Meeting of Council Minutes 18 November 2020**

Date 1 December 2020

Responsible Manager R. Musgrove, CHIEF EXECUTIVE OFFICER

Summary

The Purpose of this Report is for Council to adopt the Minutes of the Ordinary Meeting of Council held on Wednesday, 18 November 2020

Link to Corporate Plan

Nil

Material Personal Interest/Conflict of Interest

Nil

Officer's Recommendation

That this Report be received and that:

1. The Unconfirmed Minutes of the Ordinary Meeting of Council held on 18 November 2020, copies of which have been circulated to Members, be taken as read and confirmed.

Human Rights Considerations

Section 4(b) of the *Human Rights Act 2019* (Qld) (the Human Rights Act) requires public entities 'to act and make decisions in a way compatible with human rights'.

There are no human rights implications associated with this report.

Attachments

1. Copy of Unconfirmed Minutes of the Ordinary Meeting of Council held on Wednesday, 18 November 2020.

Authored by: A. Lyell, EXECUTIVE SERVICES ADMINISTRATION OFFICER



Ordinary Meeting of Council Minutes

Councillors:

Cr. P. M. McVeigh (Chairperson)
Cr. A. N. Smith
Cr. K. A. Bourne
Cr. P. T. Saxelby
Cr. K. A. Maguire
Cr. I. J. Rasmussen
Cr. M. J. James
Cr. O. G. Moore
Cr. C. T. Tillman

Officers:

R. A. Musgrove, Chief Executive Officer
S. M. Peut, General Manager (Corporate Services)
G. K. Cook, General Manager (Infrastructure Services)
J. K. Taylor, General Manager (Community and Liveability)
J. L. Weier, Senior Executive Officer
L.Paine, Executive Assistant
A. G. Lyell, Executive Services Administration officer

1. DECLARATION OF MEETING OPENING

The Chairperson declared the Meeting opening at 9:30am

2. OPENING PRAYER AND MINUTE SILENCE

Pastor Ron Evans from the Community Church, delivered the opening prayer. This was followed by the observance of a minute silence.

3. APOLOGIES

4. CONGRATULATIONS

Cr. P. M. McVeigh requested that congratulations be extended to Natasha Johnston from Chinchilla who has been awarded the honour of Queensland's local hero award at the ceremony for 2021 Australian of the Year Awards. Natasha's hard work and dedication to the Drought Angels in delivering care packages and financial support to thousands of farming families across Queensland and New south Wales is a real credit to her.

Cr. P. M. McVeigh requested that congratulations be extended to Mary O'Brien from Dalby being named as a finalist in the Australia Pacific LNG Community Awards as part of the 2020 Queensland Community Achievement Awards and also for her nomination in the Queensland 2021 Local Hero Award as part of the Australian of the Year awards. Mary's tireless efforts helping Queensland men in the bush with their mental health has seen tremendous results in the community.

Cr. P. T. Saxelby requested that congratulations be extended to Chinchilla Bears who won the Toowoomba Football League Grand Finals against the Rockville Rovers who were the minor premiers this year.

Cr. P. T. Saxelby requested that congratulations be extended to Chinchilla Honeybears won the Toowoomba Football League Grand Finals against the Warwick Wolves

Cr. O. G. Moore requested that Congratulations be extended to Brianna Barnett, Senior Works Manager who won Young Engineer of the Year at the QLD Institute of Public Works Engineering Australasia 2020 Excellence Awards.

Cr. O. G. Moore requested that Congratulations be extended to Lenny wright, Program Coordinator Construction who won Team Member of the year at the QLD Institute of Public Works Engineering Australasia 2020 Excellence Awards.

5. CONFIRMATION OF MINUTES

5.1 Adopt Minutes Ordinary Meeting of Council

The Purpose of this Report is for Council to adopt the Minutes of the Ordinary Meeting of Council held on Wednesday, 28 October 2020

COUNCIL RESOLUTION

Moved By Cr. A. N. Smith

Seconded By Cr. P. T. Saxelby

That this Report be received and that:

1. The Unconfirmed Minutes of the Ordinary Meeting of Council held on 28 October 2020, copies of which have been circulated to Members, be taken as read and confirmed.

CARRIED

6. BUSINESS ARISING FROM THE MINUTES OF PREVIOUS MEETINGS

7. PRESENTATION OF PETITIONS BY COUNCILLORS

8. MAYORAL UPDATE

8.1 Executive Services Mayoral Report October 2020

The purpose of this Report is to provide Council with significant meetings, forums and delegations attended by the Mayor during the month of October 2020.

COUNCIL RESOLUTION

Moved By Cr. K. A. Maguire

Seconded By Cr. K. A. Bourne

That this Report be received and noted

CARRIED

UNCONFIRMED

9. CONFIDENTIAL ITEMS

Section 275 of the Local Government Regulation 2012 in relation to Closed meetings provides:

(1) A local government or committee may resolve that a meeting be closed to the public if its councillors or members consider it necessary to close the meeting to discuss-

(a) the appointment, dismissal or discipline of employees; or

(b) industrial matters affecting employees; or

(c) the local government's budget; or

(d) rating concessions; or

(e) contracts proposed to be made by it; or

(f) starting or defending legal proceedings involving the local government; or

(g) any action to be taken by the local government under the Planning Act, including deciding applications made to it under that Act; or

(h) other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage.

(2) A resolution that a meeting be closed must state the nature of the matters to be considered while the meeting is closed.

(3) A local government or committee must not make a resolution (other than a procedural resolution) in a closed meeting.

COUNCIL RESOLUTION - CLOSE MEETING

Moved By Cr. P. T. Saxelby

Seconded By Cr. A. N. Smith

That Council resolve to close the Meeting in accordance with Sections 275 (1) (h,g) of the *Local Government Regulation 2012* at 9:53am to discuss the following Confidential Reports:

1. Corporate Services Confidential Report - Dalby Airport Proposed Lease R
2. Corporate Services Report Contract for Supply of Microwave Communications Network Support Services.

CARRIED

COUNCIL RESOLUTION - REOPEN MEETING

Moved By Cr. K. A. Bourne

Seconded By Cr. C. T. Tillman

That Council resolve to reopen the Meeting at 9:59am.

CARRIED

9.1 EXECUTIVE SERVICES

9.2 CORPORATE SERVICES

9.2.1 Corporate Services Confidential Report - Dalby Airport Proposed Lease R

The purpose of this Report is to consider a request to renew a lease at the Dalby Aerodrome.

In accordance with Chapter 6, Part 2, Division 5A of the Local Government Act 2009, Cr. P. M. McVeigh informed the meeting of a declarable conflict of interest in respect to this matter due to:

a. His daughter-in-law's family operate an agricultural aviation business from the Dalby airport.

Having given due consideration to his position he determined that he would leave the meeting while the matter is considered and voted on.

Cr. P. M. McVeigh left the meeting while the matter was discussed at 9:53am

Cr. A. N. Smith resumed The Chair at 9:53am.

Cr. P. M. McVeigh re-joined the meeting at 9:55am.

Cr. P. M. McVeigh resumed The Chair at 9:55am

Cr. P. M. McVeigh left the meeting while the matter was voted on at 9:59am.

Cr. A. N. Smith resumed The Chair at 9:59am.

Cr. P. M. McVeigh re-joined the meeting at 10:02am.

Cr. P. M. McVeigh resumed The Chair at 10:02am

COUNCIL RESOLUTION

Moved By Cr. O. G. Moore

Seconded By Cr. C. T. Tillman

That Council resolve to close its Meeting in accordance with Section 275 (1) (h) of the *Local Government Regulation 2012 (other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage)* to discuss a confidential matter.

That this Report be received and that Council:

1. apply the exception contained in section 236(1)(c)(iii) of the *Local Government Regulation 2012* to the proposed lease;
2. offer FBG & VG Drinan t/a Keyland Air Services Qld a ten-year lease over land described as Lease R on SP207425 at the Dalby Aerodrome; and
3. delegate authority to the CEO to negotiate and sign all documents necessary to finalise the lease.

CARRIED

Absent Did not Vote: Cr. P. M. McVeigh

9.2.2 Corporate Services Confidential Report Contract for Supply of Microwave Communications Network Support Services

The purpose of this Report is to present quotations for the renewal of the Supply of Microwave Communications Network support services across the region.

COUNCIL RESOLUTION

Moved By Cr. K. A. Maguire

Seconded By Cr. P. T. Saxelby

That Council resolve to close its Meeting in accordance with Section 254J (3) (g) of the *Local Government Regulation 2012 (negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government)* to discuss a confidential matter.

That this Report be received and that:

1. Council award the contract to Frog Services for the offer price, with a proposed contract period of three years, plus two one-year optional extensions.

CARRIED

9.3 COMMUNITY AND LIVEABILITY

9.4 INFRASTRUCTURE SERVICES

11. PLANNING

11.1 (030,035&040.2020.260.001) Community and Liveability Report Development Application Material Change of Use Reconfiguring a Lot Operational Work Jandowae Road 18130 Warrego Highway Dalby Millmax Pty Ltd

The purpose of this Report is for Council to decide the proposed development for a Material Change of Use to establish a High Impact Industry (Expansion of Existing Metal Foundry), Reconfiguring a Lot (Boundary Realignment) and Operational Work (Earthworks) on land described as Lot 7 on SP256013 and Lot 8 on SP261626 and situated at Jandowae Road and 18130 Warrego Highway, Dalby

COUNCIL RESOLUTION

Moved By Cr. A. N. Smith

Seconded By Cr. K. A. Bourne

That this Report be received and that:

1. The application for a Material Change of Use to establish a High Impact Industry (Expansion of Existing Metal Foundry), Reconfiguring a Lot (Boundary Realignment) and Operational Work (Earthworks) on land described as Lot 7 on SP256013 and Lot 8 on SP261626 and situated at Jandowae Road and 18130 Warrego Highway, Dalby, be approved, subject to the following conditions:

M A T E R I A L C H A N G E O F U S E

APPROVED PLANS

1. The development shall be carried out generally in accordance with the Approved Plans listed below, subject to and modified by the conditions of this approval:

Job No.: 00012/20, Sheet 1 of 6

Description: Site Plan, Issue A, prepared by Martin Building Design, dated 11-02-20

Job No.: 00012/20, Sheet 2 of 6

Description: Floor Plan, Issue A, prepared by Martin Building Design, dated 11-02-20

Job No.: 00012/20, Sheet 3 of 6

Description: Elevations, Issue A, prepared by Martin Building Design, dated 11-02-20

2. Where there is any conflict between the conditions of this development approval and the details shown on the Approved Plans, the conditions of this development approval must prevail.
3. The following further Development Permit must be obtained prior to commencement of any work associated with the process:

3.1 Building Works

APPROVED DEVELOPMENT

4. The approved development is a Material Change of Use for a High Impact Industry (Expansion of Existing Metal Foundry) on land described as Lot 7 on SP256013 and Lot 8 on SP261626 as shown on the Approved Plans.

COMPLIANCE, TIMING AND COSTS

5. All conditions of the approval shall be complied with before the change occurs (prior to commencement of the use) and while the use continues, unless otherwise noted within these conditions.
6. All costs associated with compliance with these conditions shall be the responsibility of the developer unless otherwise noted.

INFRASTRUCTURE CHARGES

7. All infrastructure charges including those associated with Council's Water, Stormwater, Transport and Parks Networks are now levied under the **Planning Act 2016**. As required under Section 119 of the **Planning Act 2016**, a separate **Infrastructure Charges Notice** is attached.

FEES AND CHARGES

8. All fees, rates, interest and other charges levied on the property, shall be paid in full, in accordance with the rate at the time of payment.

MAINTENANCE

9. The development (including landscaping, parking, driveways and other external spaces) shall be maintained in accordance with the Approved Plans, subject to and modified by any conditions of this approval.
10. The site shall be maintained in a clean and orderly state at all times, to Council's satisfaction.

NOISE EMISSIONS

11. Noise emissions from the development shall not cause environmental harm or nuisance to adjoining properties or "Sensitive Land Uses" in accordance with the Environmental Protection (Noise) Policy 2008.

AIR EMISSIONS

12. Air emissions (odour and dust) from the development shall not cause environmental harm or nuisance to adjoining properties or "Sensitive Land Uses" in accordance with the Environmental Protection (Air) Policy 2008.

WASTE MANAGEMENT

13. All waste generated from construction of the proposed development shall be effectively controlled on-site before disposal. All waste must be disposed of in accordance with the *Waste Reduction and Recycling Act 2011*.
14. All waste generated on-site must be managed in accordance with the waste management hierarchy as detailed in the *Waste Reduction and Recycling Act 2011*.

VISUAL AND GENERAL AMENITY

15. Any graffiti on buildings or structures associated with the development must be immediately removed.

16. The buildings and the site must be maintained in a clean and tidy manner at all times.
17. All declared weeds and pests must be removed from the subject land and the subject land kept clear of such nuisance varieties at all times during the course of development work and any ensuing defects liability period.

OUTDOOR LIGHTING IMPACT MITIGATION

18. Outdoor lighting associated with the use must be designed, sited, installed and tested to comply with Tables 2.1 and 2.2 of Australian Standard 4282-1997 Control of the Obtrusive Effects of Outdoor Lighting Using a Control Level of 1.

LANDSCAPING

19. The developer must submit to Council's Planning and Environment Manager or authorised delegate for endorsement, a Landscaping Plan for all landscaping associated with the development. The Plan must be prepared by a suitably qualified and experienced person in landscape design and construction.
20. The Landscaping Plan must detail:
 - 20.1 all landscaping areas, including a 2 metre wide landscaping strip to be provided along the Volker Street frontage;
 - 20.2 the typical species to be planted, consisting mainly of drought-tolerant species suitable to their individual location on-site;
 - 20.3 the number and size of plants; and
 - 20.4 the typical planting detail including preparation, backfill, staking and mulching.
21. The developer must prepare and landscape the site in accordance with the Approved Landscape Plan, or as otherwise approved in writing by Council's authorised delegate. Any amendments approved by Council's authorised delegate are taken to be a part of the Approved Landscape Plan.

SCREEN FENCING

22. Any security or screen fencing erected on the subject site shall present an attractive visual appearance to adjoining properties.
23. The applicant shall submit a Concept Plan of the proposed screen fencing arrangements for the development, for endorsement by Council's Planning and Environment Manager or an authorised delegate prior to commencement of the use. Once the Concept Plan is formally endorsed by Council, the approved fencing arrangements are to be constructed prior to commencement of the use.

ENGINEERING WORKS

24. Undertake Engineering designs and construction in accordance with Council's Planning Scheme, Development Manual and Standard Drawings, and relevant Australian Standards.
25. Be responsible for the full cost of any alterations necessary, to easements and/or other public utility installations in connection with the development.

LOCATION, PROTECTION AND REPAIR OF DAMAGE TO COUNCIL AND PUBLIC UTILITY SERVICES INFRASTRUCTURE AND ASSETS

26. Be responsible for the location and protection of any Council and public utility services infrastructure and assets that may be impacted on during construction of the development.
27. Repair all damage incurred to Council and public utility services infrastructure and assets, as a result of the proposed development immediately should hazards exist for public health and safety or vehicular safety. Otherwise, repair all damage immediately upon completion of work associated with the development.

STORMWATER MANAGEMENT

28. Design and construct stormwater drainage to ensure that there is no nuisance or interference to the current use or potential future use of all downstream properties including road reserves and the like, for design storms of ARI 2, ARI 5, ARI 10, ARI 20 and ARI 50.
29. Ensure that adjoining properties and roadways are protected from ponding as a result of any site works undertaken.
30. Design and construct stormwater drainage incorporating measures to prevent any sediment, solid matter or floatable oils being carried into the existing stormwater system.

HAZARDOUS CHEMICAL AND FUEL STORAGE

31. Ensure that all hazardous chemicals are stored and handled in accordance with the *Work Health and Safety Act 2011*.

FLOODING - GENERAL

32. Habitable areas, mezzanine levels and areas associated with the storage of hazardous chemicals and all control panels of critical services shall be built at a minimum 300mm above the defined flood level which is 303.82 metres Australian Height Datum.
33. All boundary fencing must be constructed from chain link design or similar, to allow the flow of flood water through the site unimpeded.

PARKING AND ACCESS - GENERAL

34. A minimum of thirteen (13) car parking spaces are to be provided, including a minimum of one (1) person with disability space.
35. Line mark or otherwise delineate the car park aisles and driveways within the development with directional arrows on the pavement to enable all vehicles to enter and leave the site in a forward gear.
36. Ensure access to car parking spaces, vehicle loading, and manoeuvring areas and driveways remain unobstructed and available for their intended purpose during the hours of operation.
37. Ensure loading and unloading operations are conducted wholly within the site and vehicles enter and exit the site in a forward direction.

VEHICLE ACCESS - TURNOUT

38. Maintain all existing crossovers generally in accordance with Council's Standard Drawing No. R-007. The turnout width and splay shall be designed to accommodate the largest expected vehicle.

SERVICES

39. Connect the development to Council's reticulated water supply system.
40. Connect the development to Council's reticulated sewerage system.
41. Connect the development to electricity and telecommunication services.

EARTHWORKS - RETAINING STRUCTURES AND BATTERS

42. Ensure batters do not exceed a maximum slope of 25% (1 in 4).
43. Contain the batters wholly within the proposed development site.

EROSION AND SEDIMENT CONTROL - GENERAL

44. Ensure that all reasonable action is taken to prevent sediment or sediment laden water from being transported to adjoining properties, roads and/or stormwater drainage systems.
45. Remove and clean-up sediment or other pollutants in the event that sediment or other pollutants are tracked/released onto adjoining streets or stormwater systems, at no cost to Council.

ENVIRONMENTAL HEALTH

46. Undertake operations and construction work associated with this development to the requirements of Council, including the following:
 - 46.1 do not cause nuisance to adjoining residents by the way of smoke, dust, stormwater discharge or siltation of drains, at any time, including non-working hours;
 - 46.2 remove immediately, any material spilled or carried onto existing roads to avoid dust nuisance and ensure traffic safety; and
 - 46.3 do not carry out work on Sundays or Public Holidays (unless approved otherwise by Council).

R E C O N F I G U R I N G A L O T

1. The development shall be carried out generally in accordance with the Approved Plan listed below, subject to and modified by the conditions of this approval:

Drawing No: 10614-4-SK1, Sheet 1 of 1, Revision A

Description: Proposed Reconfiguration of Lot 8 on SP261626 and Lot 7 on SP256013, prepared by Cottrell Cameron & Steen Surveys Pty Ltd, dated 26.5.2020

2. Where there is any conflict between the conditions of this development approval and the details shown on the Approved Plan, the conditions of this development approval must prevail.

APPROVED DEVELOPMENT

3. The approved development is Reconfiguring a Lot (Boundary Realignment) as shown on the Approved Plan.

COMPLIANCE, TIMING AND COSTS

4. All conditions of the approval shall be complied with before Council's endorsement of the Plan of Survey and whilst the use continues, unless otherwise noted within these conditions.
5. All costs associated with compliance with these conditions shall be the responsibility of the developer unless otherwise noted.
6. The Plan of Survey shall not be executed until a letter of compliance is received demonstrating the development's compliance with all conditions of this approval.

FEES AND CHARGES

7. All fees, rates, interest and other charges levied on the property, shall be paid in full, in accordance with the rate at the time of payment.

MAINTENANCE

8. The development (including landscaping, parking, driveways and other external spaces) shall be maintained in accordance with the Approved Plan, subject to and modified by any conditions of this approval.

LOT NUMBERING

9. The numbering of all approved lots shall remain as indicated on the Approved Plan (unless otherwise amended/approved by Council).
10. The developer is to make a request to Council for street numbering for the proposed lots upon registration of the Survey Plan.

LANDSCAPING

11. All declared weeds and pests shall be removed from the subject land and the subject land kept clear of such nuisance varieties at all times during the course of the development works and any ensuing defects liability period.
12. Apart from declared weeds and pests, trees, shrubs and landscaped areas currently existing on the subject land shall be retained where possible, and action taken to minimise disturbance during construction work.

LOCATION, PROTECTION AND REPAIR OF DAMAGE TO COUNCIL AND PUBLIC UTILITY SERVICES INFRASTRUCTURE AND ASSETS

13. Repair all damage incurred to Council and public utility services infrastructure and assets, as a result of the proposed development immediately should hazards exist for public health and safety or vehicular safety. Otherwise, repair all damage immediately upon completion of work associated with the development.

STORMWATER MANAGEMENT

14. Provide overland flow paths that do not alter the characteristics of existing overland flows on other properties or that create an increase in flood damage on other properties.
15. Discharge all minor stormwater flows from the new lots to a lawful point of discharge in accordance with the Queensland Urban Drainage Manual (QUDM).
16. Adjoining properties and roadways to the development are to be protected from ponding or nuisance from stormwater as a result of any site works undertaken.

WATER SUPPLY

17. Connect each lot to Council's reticulated water supply system in accordance with Council's standards and requirements. Each lot shall have its own single principal water meter.

SEWERAGE

18. Each lot shall have its own single sewer connection to Council's reticulated sewerage system.
19. Actual connection to Council's live sewerage infrastructure must be undertaken by or under the supervision of Council.

ELECTRICITY AND TELECOMMUNICATIONS

20. Provide electricity and telecommunication services to both lots.

ACCESS

21. Ensure all existing vehicular property accesses are maintained in accordance with Council's Planning Scheme.
22. Construct any future crossover to Proposed Lot 7 on Volker Street in accordance with Council's Standard Drawing No. R-007. The turnout width and splay shall be designed to accommodate the largest expected vehicle.

EROSION AND SEDIMENT CONTROL - GENERAL

23. Ensure that all reasonable action is taken to prevent sediment or sediment laden water from being transported to adjoining properties, roads and/or stormwater drainage systems.
24. Remove and clean-up the sediment or other pollutants in the event that sediment or other pollutants are tracked or released onto adjoining streets or stormwater systems, at no cost to Council.

OPERATIONAL WORK

1. Undertake all approved work at no cost to Council and in accordance with the Approved Plans, approval conditions and Western Downs Regional Council's Planning Scheme Policy 1 Design and Construction Standards.
2. This approval extends to Earthworks as detailed.
3. The approval is subject to construction being undertaken in accordance with the Approved Plans listed below:

Drawing No: 101, Revision C

Description: Concept Plan, prepared by Baker Rossow Consulting Engineers, dated 18FEB20

Drawing No: 102, Revision C

Description: Bulk Earthworks Plan, prepared by Baker Rossow Consulting Engineers, dated 18FEB20

Drawing No: 201, Revision C

Description: Construction Details, prepared by Baker Rossow Consulting Engineers, dated 18FEB20

4. Submit to Council for endorsement, a set of "Issued for Construction" drawings, amended if required by the conditions of this approval, prior to the Pre-start Meeting.
5. Pay to Council, applicable inspection fees based on Council's Fees and Charges current at the time of commencement of work. The fee must be calculated based on the estimated project cost.
6. Ensure that supervision of all construction work is carried out by a suitably qualified and experienced Engineer (RPEQ).
7. Adhere to the following hours of construction unless otherwise approved in writing by Council:

Monday to Saturday:	6.30am to 6.30pm	Noise permitted
Monday to Sunday:	6.30pm to 6.30am	No noise permitted
Sunday and Public Holidays:		No noise permitted

Do not conduct work or business that causes audible noise from or on the site outside the above hours.

8. Be responsible to carry out Work Health and Safety legislative requirements.
9. Ensure all work sites are maintained in a clean, orderly state at all times.
10. Manage all waste in accordance with the relevant legislation and regulations and dispose of regulated waste at a licensed facility of Western Downs Regional Council by a licensed regulated waste disposal contractor.
11. Be responsible for the location and protection of any Council and public utility services infrastructure and assets that may be impacted on during construction of the development.
12. Repair all damage incurred to Council and public utility services infrastructure and assets, as a result of completed or incomplete work under this approval, immediately should hazards exist for public health and safety or vehicular safety. Otherwise, repair all damage immediately upon completion of work associated with the development.
13. Undertake earthworks in accordance with the provisions of AS3798 Guidelines on Earthworks for Commercial and Residential Developments.
14. Submit to Council, certification from a suitably qualified Engineer (RPEQ) that the work has been undertaken in accordance with the Approved Plans and specifications and to Council's requirements, prior to commencement of the use.
15. Ensure that development work on the subject land does not lead to ponding of stormwater or cause actionable nuisance to adjoining properties, and drains freely to a lawful point of discharge in accordance with the Queensland Urban Drainage Manual.
16. Be responsible for protecting nearby property owners from dust pollution arising from construction and maintenance of the work required by this approval, and comply with any lawful instructions from the Assessment Manager if, in his opinion, a dust nuisance exists.
17. Submit the following to Council for approval in the event it is proposed to import material to or export material from the site, prior to commencement of the work:

17.1 details of the location of any material to be sourced for fill including the volume of fill to be moved from any particular source site;

17.2 details of the final location for any material to be exported from the site from excavations including the volume to be moved to any particular site; and

17.3 the proposed haulage route(s) and truck sizes for carting of the material.

Note: Further Development Applications may be required to be submitted to and approved by Council for sites proposed to import material from or export material to, or conditions may be applied to any sites endorsed in accordance with this condition; eg submit a Traffic Management Plan to Council for acceptance, or rehabilitation of the site. Any required approvals are to be in place prior to commencement of the work.

18. This approval does not extend to any material proposed to be imported to or exported from the site:

18.1 other than from or to site(s) that have a current Development Approval enabling them to export/accept any material; or

18.2 the material is being exported to and accepted at a licensed Council Refuse Facility.

INSPECTIONS AND TESTING

19. Submit to Council, the Pre-start Meeting Agenda at the confirmation of a date and time for the Meeting.

20. Provide Council with a minimum of two clear working days' notice to undertake compulsory inspections and meetings at the following stages:

20.1 Pre-start Meeting with Council, Contractor, Supervising Engineer and developer; and

20.2 at the point of completion of all work.

21. Submit to Council, all inspection and test data in their entirety prepared by the applicant, Engineer, Principal Contractor or by Subcontractors in relation to the Operational Work or as described in the application prior to commencement of the use. Undertake any further inspection, testing or analysis required, due to failure of work to meet specifications or where the testing previously provided is considered insufficient on behalf of the Principal Contractor by a NATA accredited entity (where applicable).

22. Uncover all work covered, prior to inspection, to allow inspection by Council at Council's sole discretion.

23. Allow Council to enter a work site to which this approval relates and undertake testing or analysis of any part of the construction. Council is not liable for the rectification of or compensation for any damage caused in the testing or analysis process. Should work be found to be not constructed to specification or of poor quality, rectification work must be undertaken by the Principal Contractor.

24. Undertake any work for the safety or health of the community or protection of infrastructure where Council deems it necessary.

AS CONSTRUCTED INFORMATION

25. Submit to Council within 10 working days of completion of the Operational Work, suitable "As Constructed" drawings in hard copy and AutoCAD format and on GDA Zone 56 co-ordinates. The "As Constructed" drawings or data capture methods as required by Council must be certified by a Registered Professional Engineer of Queensland (RPEQ) on every drawing and shall be to an appropriate electronic format and standard as required by Council's Infrastructure Services General Manager.

26. Provide "As Constructed" data for the following elements, where applicable:

26.1 earthworks

ADVISORY NOTES

NOTE 1 - Currency Period

A part of a development approval lapses at the end of the currency period. The standard currency period, as stated in Section 85 of the *Planning Act 2016*, applies to this approval as outlined below:

- Material Change of Use (6 years after the approval starts to have effect);
- Reconfiguring a Lot (4 years after the approval starts to have effect); and
- Operational Work (2 years after the approval starts to have effect).

NOTE 2 - Aboriginal Cultural Heritage

It is advised that under Section 23 of the Aboriginal Cultural Heritage Act 2003, a person who carries out an activity must take all reasonable and practicable measures to ensure the activity does not harm Aboriginal cultural heritage (the "cultural heritage duty of care"). Maximum penalties for breaching the duty of care are listed in the Aboriginal cultural heritage legislation. The information on Aboriginal cultural heritage is available on the Department of Aboriginal and Torres Strait Islander and Partnerships' website www.datsip.qld.gov.au

NOTE 3 - General Environmental Duty

General environmental duty under the Environmental Protection Act 1994 prohibits unlawful environmental nuisance caused by noise, aerosols, particles, dust, ash, fumes, light, odour or smoke beyond the boundaries of the development site during all stages of the development including earthworks, construction and operation.

NOTE 4 - General Safety of Public During Construction

The *Work Health and Safety Act 2011* and Manual of Uniform Traffic Control Devices must be complied with in carrying out any construction works, and to ensure safe traffic control and safe public access in respect of works being constructed on a road.

NOTE 5 - Property Note (Audit of Conditions)

An inspection of the property to ascertain compliance with conditions will be undertaken three (3) months after the approval takes effect. If the work is completed prior to this time, please contact Council for an earlier inspection. A property note to this effect will be placed on Council's records.

NOTE 6 - Duty to Notify of Environmental Harm

If a person becomes aware that serious or material environmental harm is caused or threatened by an activity or an associated activity, that person has a duty to notify Western Downs Regional Council.

APPEAL RIGHTS

An applicant has the opportunity to appeal against Council's decision in accordance with the relevant Section of the *Planning Act 2016*, which states:

"Chapter 6 Dispute Resolution

Part 1 Appeal Rights

229 Appeals to Tribunal or Planning and Environment Court

- (1) Schedule 1 states—
- (a) matters that may be appealed to—
 - (i) either a tribunal or the P&E Court; or
 - (ii) only a tribunal; or
 - (iii) only the P&E Court; and
 - (b) the person—
 - (i) who may appeal a matter (the appellant); and
 - (ii) who is a respondent in an appeal of the matter; and
 - (iii) who is a co-respondent in an appeal of the matter; and
 - (iv) who may elect to be a co-respondent in an appeal of the matter.
- (2) An appellant may start an appeal within the appeal period.
- (3) The appeal period is—
- (a) for an appeal by a building advisory agency—10 business days after a decision notice for the decision is given to the agency; or
 - (b) for an appeal against a deemed refusal—at any time after the deemed refusal happens; or
 - (c) for an appeal against a decision of the Minister, under chapter 7, part 4, to register premises or to renew the registration of premises—20 business days after a notice is published under section 269(3)(a) or (4); or
 - (d) for an appeal against an infrastructure charges notice—20 business days after the infrastructure charges notice is given to the person; or
 - (e) for an appeal about a deemed approval of a development application for which a decision notice has not been given—30 business days after the applicant gives the deemed approval notice to the assessment manager; or
 - ...(g) for any other appeal—20 business days after a notice of the decision for the matter, including an enforcement notice, is given to the person.

Note - See the P&E Court Act for the Court's power to extend the appeal period."

CARRIED

11.2 (030&040.2020.312.001) Community and Liveability Report Development Application Material Change of Use for a Transport Depot and Operational Work (Earthworks) at Lot 11 on SP200480 Edward Street Chinchilla Donpon

The purpose of this Report is for Council to decide the proposed development for a Material Change of Use for a Transport Depot and Operational Work (Earthworks) on land described as Lot 11 on SP200480 and situated at Edward Street, Chinchilla

COUNCIL RESOLUTION

Moved By Cr. P. T. Saxelby

Seconded By Cr. O. G. Moore

That this Report be received and that:

1. The application for a Material Change of Use to establish a Transport Depot and Operational Work (Earthworks) on land described as Lot 11 on SP200480 and situated at Edward Street, Chinchilla, be approved, subject to the following conditions:

M A T E R I A L C H A N G E O F U S E

APPROVED PLAN

1. The development shall be carried out generally in accordance with the Approved Plan listed below, subject to and modified by the conditions of this approval:

Plan No: -

Description: Site Layout Plan – Transport Depot, Edward Street, Chinchilla, *Amended in red by Council dated 15 October 2020*

2. Where there is any conflict between the conditions of this development approval and the details shown on the Approved Plan, the conditions of this development approval must prevail.

APPROVED DEVELOPMENT

3. The approved development is a Material Change of Use for a Transport Depot as shown on the Approved Plan. No buildings are approved as part of this Permit.

COMPLIANCE, TIMING AND COSTS

4. All conditions of the approval shall be complied with before the change occurs (prior to commencement of the use) and while the use continues, unless otherwise noted within these conditions.
5. All costs associated with compliance with these conditions shall be the responsibility of the developer unless otherwise noted.

OPERATING HOURS

6. Unless otherwise approved in writing by Council, the approved use must only operate between the following hours:

Monday to Friday: 6:00am to 6:00pm

Saturday: 7:00am to 12:00pm

Sunday/Public Holidays: No operating hours

FEES AND CHARGES

7. All fees, rates, interest and other charges levied on the property, shall be paid in full, in accordance with the rate at the time of payment.

MAINTENANCE

8. The development (including landscaping, parking, driveways and other external spaces) shall be maintained in accordance with the Approved Plan, subject to and modified by any conditions of this approval.
9. The site shall be maintained in a clean and orderly state at all times, to Council's satisfaction.

NOISE EMISSIONS

10. Noise emissions from the development shall not cause environmental harm or nuisance to adjoining properties or "Sensitive Land Uses" in accordance with the *Environmental Protection (Noise) Policy 2008*.

AIR EMISSIONS

11. Air emissions (odour and dust) from the development shall not cause environmental harm or nuisance to adjoining properties or "Sensitive Land Uses" in accordance with the *Environmental Protection (Air) Policy 2008*.

WASTE MANAGEMENT

12. All waste generated from construction of the proposed development shall be effectively controlled on-site before disposal. All waste must be disposed of in accordance with the *Waste Reduction and Recycling Act 2011*.
13. All waste generated on-site must be managed in accordance with the waste management hierarchy as detailed in the *Waste Reduction and Recycling Act 2011*.

GENERAL AMENITY

14. All declared weeds and pests must be removed from the subject land and the subject land kept clear of such nuisance varieties at all times during the course of development work and any ensuing defects liability period.

OUTDOOR LIGHTING IMPACT MITIGATION

15. Outdoor lighting associated with the use must be designed, sited, installed and tested to comply with Tables 2.1 and 2.2 of Australian Standard 4282-1997 Control of the Obtrusive Effects of Outdoor Lighting Using a Control Level of 1.

LANDSCAPING

16. The developer must submit to Council's Planning and Environment Manager or authorised delegate for endorsement, a Landscaping Plan for all landscaping associated with the development. The Plan must be prepared by a suitably qualified and experienced person in landscape design and construction.
17. The Landscaping Plan must detail:
 - 17.1 all landscaping areas shown on the Approved Plan, including a 2 metre wide landscaping strip to be provided along the Edward Street frontage;

- 17.2 the typical species to be planted, consisting mainly of drought-tolerant species suitable to their individual location on-site;
 - 17.3 the number and size of plants; and
 - 17.4 the typical planting detail including preparation, backfill, staking and mulching.
18. The developer must prepare and landscape the site in accordance with the Approved Landscape Plan, or as otherwise approved in writing by Council's authorised delegate. Any amendments approved by Council's authorised delegate are taken to be a part of the Approved Landscape Plan.

ENGINEERING WORKS

- 19. Submit to Council, an Operational Work application for all Civil Works including Roadworks.
- 20. Undertake Engineering designs and construction in accordance with Council's Planning Scheme, Development Manual and Standard Drawings, and relevant Australian Standards.
- 21. Be responsible for the full cost of any alterations necessary, to easements and/or other public utility installations in connection with the development.

LOCATION, PROTECTION AND REPAIR OF DAMAGE TO COUNCIL AND PUBLIC UTILITY SERVICES INFRASTRUCTURE AND ASSETS

- 22. Be responsible for the location and protection of any Council and public utility services infrastructure and assets that may be impacted on during construction of the development.
- 23. Repair all damage incurred to Council and public utility services infrastructure and assets, as a result of the proposed development immediately should hazards exist for public health and safety or vehicular safety. Otherwise, repair all damage immediately upon completion of work associated with the development.

STORMWATER MANAGEMENT

- 24. Provide overland flow paths that do not alter the characteristics of existing overland flows or create an increase in stormwater impacts on other properties.
- 25. Ensure that adjoining properties and roadways are protected from ponding as a result of any site works undertaken.
- 26. Design and construct stormwater drainage incorporating measures to prevent any sediment, solid matter or floatable oils being carried into the existing stormwater system.

HAZARDOUS CHEMICAL AND FUEL STORAGE

- 27. Ensure that all hazardous chemicals are stored and handled in accordance with the *Work Health and Safety Act 2011*.
- 28. Diesel is to be stored and handled in accordance with Australian Standard 1940-2004 The Storage and Handling of Flammable and Combustible Liquids.

FLOODING - GENERAL

- 29. The development site is impacted by extreme risk of flooding during a Q100 event. The applicant is to prepare a Risk Management Plan (RMP) and submit it to Council's Planning and Environment Manager or authorised delegate for endorsement. The areas to be addressed will include, but not be limited to:

- flood warning triggers;
 - evacuation and safety procedures;
 - emergency services' contact numbers;
 - electrical services protection; and
 - property protection.
30. The Flood Risk Management Plan is to be kept on-site and available to customers, staff and Council at all times.
31. The Risk Management Plan is to be implemented, kept on-site, monitored, reviewed and updated at a minimum of two (2) year intervals, maintained for the period of the use of the development on the site, and is to be available for review at the request of Council's Planning and Environment Manager within 48 hours of such request.
32. The storage of dangerous goods or hazardous materials, including objects able to be transported in flood water is not to be undertaken on-site.
33. All boundary fencing must be constructed from chain link design or similar, to allow the flow of flood water through the site unimpeded.

PARKING AND ACCESS - GENERAL

34. A minimum of fifteen (15) car and five (5) truck parking spaces are to be provided.
35. Provide an area to allow the turning pathway for an Articulated Vehicle to enter and exit the site in a forward direction in accordance with Australian Standard 2890.2.
36. Ensure access to car parking spaces, vehicle loading and manoeuvring areas and driveways remain unobstructed and available for their intended purpose during the hours of operation.
37. Maintain dust suppression treatment to all internal roadways, and vehicle manoeuvring areas, ensuring to not have an adverse impact on adjoining properties.
38. In the event that bona fide complaints are received by Council in relation to dust emissions produced from the site, Council reserves the right to require the applicant to provide either concrete, asphalt, or bitumen seal to heavy vehicle manoeuvring areas.

PARKING AND ACCESS - SERVICING

39. Ensure loading and unloading operations are conducted wholly within the site and vehicles enter and exit the site in a forward direction.

VEHICLE ACCESS - TURNOUT

40. Design and construct a vehicle turnout generally in accordance with Council's Standard Drawing No. R-007. The turnout width and splay shall be designed to accommodate the largest expected vehicle.

EXTERNAL ROADWORKS

41. Design and construct Edward Street for the full frontage of Lot 11, to the following standard:
- 41.1 widening of the existing pavement to 8 metres, including a two-coat bitumen seal;
 - 41.2 grassed table drains, and formation of a grassed verge;

- 41.3 tapers to the existing road pavement;
- 41.4 provision for stormwater drainage and easements (if required), line marking, and road reserve transitions between existing and proposed roads; and
- 41.5 design all work in consultation with Council prior to submission of detailed Engineering drawings.

EROSION AND SEDIMENT CONTROL - GENERAL

- 42. Ensure that all reasonable action is taken to prevent sediment or sediment laden water from being transported to adjoining properties, roads and/or stormwater drainage systems.
- 43. Remove and clean-up sediment or other pollutants in the event that sediment or other pollutants are tracked/released onto adjoining streets or stormwater systems, at no cost to Council.

ENVIRONMENTAL HEALTH

- 44. Undertake operations and construction work associated with this development to the requirements of Council, including the following:
 - 44.1 do not cause nuisance to adjoining residents by the way of smoke, dust, stormwater discharge or siltation of drains, at any time, including non-working hours;
 - 44.2 remove immediately, any material spilled or carried onto existing roads to avoid dust nuisance and ensure traffic safety; and
 - 44.3 do not carry out work on Sundays or Public Holidays (unless approved otherwise by Council).

OPERATIONAL WORK

- 1. Undertake all approved work at no cost to Council and in accordance with the Approved Plan, approval conditions and Western Downs Regional Council's Planning Scheme Policy 1 Design and Construction Standards.
- 2. This approval extends to Earthworks as detailed.
- 3. The approval is subject to construction being undertaken in accordance with the Approved Plan listed below:

Plan No: 53711 S

Description: Plan of Proposed Final Ground Levels & Contours And Proposed Operational Works Permit Boundary, Lot 11 on SP200480, *Amended in red by Council dated 15 October 2020*

- 4. Submit to Council for endorsement, a set of "Issued for Construction" drawings, amended if required by the conditions of this approval, prior to the Pre-start Meeting.
- 5. Pay to Council, applicable inspection fees based on Council's Fees and Charges current at the time of commencement of work. The fee must be calculated based on the estimated project cost.
- 6. Adhere to the following hours of construction unless otherwise approved in writing by Council:

Monday to Saturday: 6.30am to 6.30pm Noise permitted

Monday to Sunday: 6.30pm to 6.30am No noise permitted

Sunday and Public Holidays: No noise permitted

Do not conduct work or business that causes audible noise from or on the site outside the above hours.

7. Be responsible to carry out Work Health and Safety legislative requirements.
8. Ensure all work sites are maintained in a clean, orderly state at all times.
9. Manage all waste in accordance with the relevant legislation and regulations and dispose of regulated waste at a licensed facility of Western Downs Regional Council by a licensed regulated waste disposal contractor.
10. Be responsible for the location and protection of any Council and public utility services infrastructure and assets that may be impacted on during construction of the development.
11. Repair all damage incurred to Council and public utility services infrastructure and assets, as a result of completed or incomplete work under this approval, immediately should hazards exist for public health and safety or vehicular safety. Otherwise, repair all damage immediately upon completion of work associated with the development.
12. Ensure that development work on the subject land does not lead to ponding of stormwater or cause actionable nuisance to adjoining properties, and drains freely to a lawful point of discharge in accordance with the Queensland Urban Drainage Manual.
13. Maintain erosion and sedimentation controls at all times during the course of the project and the ensuing defects liability period. Council Officers will inspect and assess the sediment and erosion control measures and temporary fencing implemented, and any alterations and/or supplementary works required must be incorporated.
14. Implement measures to prevent site vehicles tracking sediment and other pollutants from the site onto adjoining streets during the course of the project, and to prevent dust nuisance during construction and the ensuing defects liability period.
15. Be responsible for protecting nearby property owners from dust pollution arising from construction and maintenance of the work required by this approval, and comply with any lawful instructions from the Assessment Manager if, in his opinion, a dust nuisance exists.

EARTHWORKS

16. Supervise bulk earthworks to Level 1 or Level 2 as applicable, and have a frequency of field density testing carried out in accordance with Table 8.1 of AS3798.
17. The depth of the fill is limited to 0.3 metre.
18. Contain cut or fill batters wholly within the subject land. Do not place fill on adjacent properties without providing Council with written permission from the respective property owner(s).
19. Do not store plant or material on adjoining land without written permission from the respective property owner(s).

20. Do not use contaminated material as fill on the site. Undertake any filling using inert materials only, with a maximum particle size of 75mm.
21. Ensure open drains and fill platforms are constructed with a longitudinal grade on no less than 0.1%.
22. Submit to Council, the following for approval in the event it is proposed to import material to the site, prior to commencement of the work:
 - (a) details of the location of any material to be sourced for fill including the volume of fill to be moved from any particular source site.

Note: Further Development Applications may be required to be submitted to and approved by Council for sites proposed to import material from or export material to, or conditions may be applied to any sites endorsed in accordance with this condition; eg submit a Traffic Management Plan to Council for acceptance, or rehabilitation of the site. Any required approvals are to be in place prior to commencement of the work.

INSPECTIONS AND TESTING

23. Submit to Council, the Pre-start Meeting Agenda at the confirmation of a date and time for the Meeting.
24. Provide Council with a minimum of two clear working days' notice to undertake compulsory inspections and meetings at the following stages:
 - (a) Pre-start Meeting with Council, and Contractor; and
 - (b) at the point of completion of all work.
25. Submit to Council, all inspection and test data in their entirety prepared by the applicant, Engineer, Principal Contractor or by Subcontractors in relation to the Operational Work or as described in the application prior to commencement of the use. Undertake any further inspection, testing or analysis required, due to failure of work to meet specifications or where the testing previously provided is considered insufficient on behalf of the Principal Contractor by a NATA accredited entity (where applicable).
26. Uncover all work covered, prior to inspection, to allow inspection by Council at Council's sole discretion.
27. Allow Council to enter a work site to which this approval relates and undertake testing or analysis of any part of the construction. Council is not liable for the rectification of or compensation for any damage caused in the testing or analysis process. Should work be found to be not constructed to specification or of poor quality, rectification work must be undertaken by the Principal Contractor.
28. Undertake any work for the safety or health of the community or protection of infrastructure where Council deems it necessary.

COMPLIANCE CERTIFICATE

29. Upon completion of the work, submit to Council, a written request for a Compliance Certificate from the developer's certifying Engineer stating that all approved work has been completed and ready for Council inspection.
 - The Compliance Certificate will be issued only when Council provides written confirmation that all of the following are completed:

- (a) satisfactory completion of all work and conditions of Operational Work approval;
- (b) provision of all necessary test and quality audit requirements; and
- (c) compliance with the conditions of approval for any Operational Work and any other approvals on the subject site.

ADVISORY NOTES

NOTE 1: External Road Construction

Please contact Council's Planning and Environment Manager to discuss arrangements for the construction of Edward Street as per the Conditions package.

NOTE 2: Flood Hazard

The property is identified as being located in Low, Medium, High and Extreme Flood Hazard Areas on the Flood Hazard Overlay Map in the Western Downs Planning Scheme incorporating Amendment 1. Where the floor level is not elevated above the defined flood level, the proposed building works may be subject to inundation during a flood event.

NOTE 3: Relevant Period

*"A part of a development approval lapses at the end of the following period (the **currency period**)—*

- (a) *for any part of the development approval relating to a material change of use—if the first change of use does not happen within—*
 - (i) *the period stated for that part of the approval; or*
 - (ii) *if no period is stated—6 years after the approval starts to have effect."*

NOTE 4: Aboriginal Cultural Heritage

It is advised that under Section 23 of the *Aboriginal Cultural Heritage Act 2003*, a person who carries out an activity must take all reasonable and practicable measures to ensure the activity does not harm Aboriginal cultural heritage (the "cultural heritage duty of care"). Maximum penalties for breaching the duty of care are listed in the Aboriginal cultural heritage legislation. The information on Aboriginal cultural heritage is available on the Department of Aboriginal and Torres Strait Islander and Partnerships' website www.datsip.qld.gov.au.

NOTE 5: General Environmental Duty

General environmental duty under the *Environmental Protection Act 1994* prohibits unlawful environmental nuisance caused by noise, aerosols, particles, dust, ash, fumes, light, odour or smoke beyond the boundaries of the development site during all stages of the development including earthworks, construction and operation.

NOTE 6: General Safety of Public During Construction

The *Work Health and Safety Act 2011* and *Manual of Uniform Traffic Control Devices* must be complied with in carrying out any construction works, and to ensure safe traffic control and safe public access in respect of works being constructed on a road.

NOTE 7: Property Note (Audit of Conditions)

An inspection of the property to ascertain compliance with conditions will be undertaken twelve (12) months after the approval takes effect. If the works are completed prior to this time, please contact Council for an earlier inspection. A property note to this effect will be placed on Council's records.

NOTE 8: Duty to Notify of Environmental Harm

If a person becomes aware that serious or material environmental harm is caused or threatened by an activity or an associated activity, that person has a duty to notify Western Downs Regional Council.

CARRIED

PROCEDURAL MOTION

Moved By Cr. M. J. James

Cr. M. J. James moved that agenda items 11.3, 11.4 and 11.5 be moved to later in the agenda.

The **PROCEDURAL MOTION** was **PUT** and **CARRIED**

12. EXECUTIVE SERVICES

12.1 Executive Services Chief Executive Officer Report October 2020

The purpose of this Report is to provide Council with the significant meetings, forums and delegations attended by the Chief Executive Officer during the month of October 2020.

COUNCIL RESOLUTION

Moved By Cr. C. T. Tillman

Seconded By Cr. M. J. James

That this Report be received and noted

CARRIED

12.2 Executive Services Report Outstanding Actions October 2020

The purpose of this Report is to provide Council with an updated on the status of outstanding Council Meeting Action Items to 28 October 2020.

COUNCIL RESOLUTION

Moved By Cr. K. A. Maguire

Seconded By Cr. O. G. Moore

That this Report be received and noted.

CARRIED

13. DEPUTATION

13.1 Josh Hardimon

Josh Hardimon addressed Council in regards to his Development Application for reconfiguring a lot at his property in Chinchilla. He advised that the current configuration makes the land unpractical and the proposed configuring would help financially.

13.2 Richard Salter

Richard Salter addressed Council in regards to his Development Application for reconfiguring a lot as his property in Tara. He advised Council he is wanting to divide off a house block on his farm using land that is not valuable for farming.

COUNCIL RESOLUTION

Moved By Cr. P. T. Saxelby

Seconded By Cr. K. A. Maguire

That Council resolve to adjourn the Meeting.

The Meeting adjourned at 10:38am

The Meeting resumed at 10:54am

CARRIED

11. PLANNING

11.3 (035.2020.377.001) Community and Liveability Report Development Application Reconfiguring a Lot (1 Lot into 2 Lots) at Lot 47 on RG55 2549 Tullagrie Road Tara Salter

The purpose of this Report is for Council to decide the application for Reconfiguring a Lot (subdivision of 1 lot into 2 lots) on land described as Lot 47 on RG55, located at 2549 Tullagrie Road, Tara.

COUNCIL RESOLUTION

Moved By Cr. A. N. Smith

Seconded By Cr. K. A. Bourne

That this Report be received and that:

1. The application for Reconfiguring a Lot (1 lot into 2 lots) on land described as Lot 47 on RG55 and situated at 2549 Tullagrie Road, Tara be refused, on the following grounds:
 - (a) The development application for Reconfiguring a Lot (1 lot into 2 lots) has been assessed against the relevant Codes of the Western Downs Planning Scheme 2017 incorporating Amendment 1, and does not comply with the following matters:
 - (i) The development does not comply with Strategic Outcome 3.5.1 or Element 3.5.3 of the Strategic Plan, as the development will further fragment an already undersized rural land parcel within the Rural Zone and create a lot configuration that will permanently diminish potential agricultural productivity of the property.
 - (ii) The development conflicts with Overall Outcome 2 of the Rural Zone Code, as it will result in the further fragmentation and alienation of rural land within the Rural Zone.
 - (iii) The development is inconsistent with Overall Outcome 1 of the Reconfiguring a Lot Code, as the development is inconsistent with the Outcomes within the Rural Zone Code.
 - (iv) The development does not comply with Overall Outcome 2(b) of the Reconfiguring a Lot Code, as the development results in rural lots of a size that are not viable for rural activities.
 - (v) The development is inconsistent with Acceptable Outcome 1.1 of the Reconfiguring a Lot Code, as the development will result in lots that are significantly smaller than the minimum lot size for the Rural Zone.
 - (vi) The proposed development does not satisfy Performance Outcome 14 of the Reconfiguring a Lot Code, as the applicant has not justified that the development meets a demonstrated planning need for further fragmentation of an already undersized rural lot within the Rural Zone.
 - (vii) The proposed development does not comply with Performance Outcome 14 of the Natural Resources Overlay Code, as the development will result in land identified as Class A Agricultural Land that is less than 500ha in area, and will result in the fragmentation of productive agricultural land.

(viii) The proposed development does not comply with Overall Outcome 2 of the Natural Resources Overlay Code, as the development will permanently fragment Class A Agricultural Land. The applicant has not demonstrated that an overriding community need exists for the development in terms of a public benefit.

(ix) The development could not be conditioned to comply with the relevant Codes of the Western Downs Planning Scheme 2017 incorporating Amendment 1, as the proposed design and lot layout of the development are inconsistent with the Overall and Performance Outcomes of the relevant Codes.

CARRIED (7 to 2)

For (7): Cr. P.M. McVeigh, Cr. A. N. Smith, Cr. K. A. Bourne,
Cr. K. A. Maguire, Cr. I. J. Rasmussen, Cr. M. J. James and Cr. O. G. Moore
Against (2): Cr. P. T. Saxelby and Cr. C. T. Tillman

COUNCIL RESOLUTION

Moved By Cr. C. T. Tillman

Seconded By Cr. P. T. Saxelby

That an Information Session is held to review the Western Downs Regional Council Planning Scheme with regard to small rural lots.

CARRIED (6 to 3)

For (6): Cr. A. N. Smith, Cr. K. A. Bourne, Cr. P. T. Saxelby,
Cr. M. J. James, Cr. O. G. Moore, Cr. C. T. Tillman
Against (3): Cr. P. M. McVeigh, Cr. K. A. Maguire and Cr. I. J. Rasmussen

**11.4 (035.2020.394.001) Community and Liveability Report Development
Application Reconfiguring a Lot Boundary Realignment (2 Lots into 2 Lots)
Lots 313 and 314 on AG47 116 Watt Street Dalby Volker**

The purpose of this Report is for Council to decide the proposed development for Reconfiguring a Lot for a Boundary Realignment (2 lots into 2 lots) on land described as Lots 313 and 314 on AG47 and situated at 116 Watt Street, Dalby.

COUNCIL RESOLUTION

Moved By Cr. K. A. Maguire

Seconded By Cr. K. A. Bourne

That this Report be received and that:

1. The application for Reconfiguring a Lot for a Boundary Realignment (2 lots into 2 lots) on land described as Lots 313 and 314 on AG47 and situated at 116 Watt Street, Dalby, be approved, subject to the following conditions:

APPROVED PLAN

1. The development shall be carried out generally in accordance with the Approved Plan listed below, subject to and modified by the conditions of this approval:

Drawing No: 9143-42123

Description: Site Plan - Boundary Realignment (2 lots into 2 lots), 116 Watt Street, Dalby, prepared by Robert Volker *Amended in red by Council dated 7 September 2020*

2. Where there is any conflict between the conditions of this development approval and the details shown on the Approved Plan, the conditions of this development approval must prevail.

APPROVED DEVELOPMENT

3. The approved development is Reconfiguring a Lot for a Boundary Realignment (2 lots into 2 lots) as shown on the Approved Plan.

COMPLIANCE, TIMING AND COSTS

4. All conditions of the approval shall be complied with before Council's endorsement of the Plan of Survey and whilst the use continues, unless otherwise noted within these conditions.
5. All costs associated with compliance with these conditions shall be the responsibility of the developer unless otherwise noted.
6. The Plan of Survey shall not be executed until a letter of compliance is received demonstrating the development's compliance with all conditions of this approval.

FEES AND CHARGES

7. All fees, rates, interest and other charges levied on the property, shall be paid in full, in accordance with the rate at the time of payment.

MAINTENANCE

8. The development shall be maintained in accordance with the Approved Plan, subject to and modified by any conditions of this approval.

LOT NUMBERING

9. The numbering of all approved lots shall remain as indicated on the Approved Plan (unless otherwise amended/approved by Council).
10. The developer is to make a request to Council for street numbering for the proposed lots upon registration of the Survey Plan.

LANDSCAPING

11. All declared weeds and pests shall be removed from the subject land and the subject land kept clear of such nuisance varieties at all times during the course of the development works and any ensuing defects liability period.
12. Apart from declared weeds and pests, trees, shrubs and vegetated areas currently existing on the subject land shall be retained where possible, and action taken to minimise disturbance during construction work.

LOCATION, PROTECTION AND REPAIR OF DAMAGE TO COUNCIL AND PUBLIC UTILITY SERVICES INFRASTRUCTURE AND ASSETS

13. Repair all damage incurred to Council and public utility services infrastructure and assets, as a result of the proposed development immediately should hazards exist for public health and safety or vehicular safety. Otherwise, repair all damage immediately upon completion of work associated with the development.

STORMWATER MANAGEMENT

14. Provide overland flow paths that do not alter the characteristics of existing overland flows on other properties or that create an increase in flood damage on other properties.
15. Adjoining properties and roadways to the development are to be protected from ponding or nuisance from stormwater as a result of any site works undertaken.

SERVICES

16. Any future Dwellings are to be serviced by an on-site effluent disposal system in accordance with AS1547 and the Queensland Plumbing and Waste Water Code.

ELECTRICITY AND TELECOMMUNICATIONS

17. Provide electricity and telecommunication services to both lots.

ACCESS

18. Ensure all existing vehicular property accesses are maintained in accordance with Council's Planning Scheme.
19. Prior to obtaining a Building Approval for any future Dwelling on Proposed Lot 1, construct a dedicated vehicular property access in accordance with Council's Planning Scheme and the latest revision of Council's Standard Drawing R-004.

EROSION AND SEDIMENT CONTROL - GENERAL

20. Ensure that all reasonable action is taken to prevent sediment or sediment laden water from being transported to adjoining properties, roads and/or stormwater drainage systems.
21. Remove and clean-up the sediment or other pollutants in the event that sediment or other pollutants are tracked or released onto adjoining streets or stormwater systems, at no cost to Council.

ADVISORY NOTES

NOTE 1 - Currency Period

A part of a development approval lapses at the end of the currency period. The standard currency period for Reconfiguring a Lot (4 years after the approval starts to have effect) as stated in Section 85 of the *Planning Act 2016*, applies to this approval.

NOTE 2 - Aboriginal Cultural Heritage

It is advised that under Section 23 of the *Aboriginal Cultural Heritage Act 2003*, a person who carries out an activity must take all reasonable and practicable measures to ensure the activity does not harm Aboriginal cultural heritage (the "cultural heritage duty of care"). Maximum penalties for breaching the duty of care are listed in the Aboriginal cultural heritage legislation. The information on Aboriginal cultural heritage is available on the Department of Aboriginal and Torres Strait Islander and Partnerships' website www.datsip.qld.gov.au

NOTE 3 - General Environmental Duty

General environmental duty under the *Environmental Protection Act 1994* prohibits unlawful environmental nuisance caused by noise, aerosols, particles, dust, ash, fumes, light, odour or smoke beyond the boundaries of the development site during all stages of the development including earthworks, construction and operation.

NOTE 4 - General Safety of Public During Construction

The *Work Health and Safety Act 2011* and Manual of Uniform Traffic Control Devices must be complied with in carrying out any construction works, and to ensure safe traffic control and safe public access in respect of works being constructed on a road.

NOTE 5 - Property Note (Audit of Conditions)

An inspection of the property to ascertain compliance with conditions will be undertaken twelve (12) months after the approval takes effect. If the work is completed prior to this time, please contact Council for an earlier inspection. A property note to this effect will be placed on Council's records.

NOTE 6 - Duty to Notify of Environmental Harm

If a person becomes aware that serious or material environmental harm is caused or threatened by an activity or an associated activity, that person has a duty to notify Western Downs Regional Council.

CARRIED

11.5 (035.2020.396.001) Community and Liveability Report Development Application Reconfiguring a Lot 215 Red Hill Road Chinchilla Danma Property Pty Ltd C/- Out of the Woods Planning

The purpose of this Report is for Council to decide the proposed development for Reconfiguring a Lot (2 Community Title Scheme lots and Common Property into 2 standard lots) on land described as Lots 0, 1 and 2 on SP249067 and situated at 215 Red Hill Road, Red Hill.

Cr. A. N. Smith declared a conflict on this item. (In accordance with Chapter 6, Part 2, Division 5A of the Local Government Act 2009, Cr. A. N. Smith informed the meeting of a perceived conflict of interest in respect to this matter due to:

He has had business dealings with Josh Hardimon who is a potential beneficiary of the outcome of this application.

Having given due consideration to his position he determined that he would leave the meeting while the matter is considered and voted on.

Cr. A. N. Smith left the meeting at 11:06am.

Cr. A. N. Smith re-joined the meeting at 11:21am.

COUNCIL RESOLUTION

Moved By Cr. P. T. Saxelby

Seconded By Cr. C. T. Tillman

It is recommended that:

1. The applicant be advised that the application for Development Approval for Reconfiguring a Lot (2 Community Title Scheme lots and Common Property into 2 standard lots) on land described as Lots 0, 1 and 2 on ST249067, situated at 215 Red Hill Road, Red Hill is approved, subject to the following conditions:

APPROVED PLAN

The development shall be carried out generally in accordance with the Approved Plan listed below, subject to and modified by the conditions of this approval:

Drawing No: 38800-2_POD-001

Description: Plan of Development for Proposed Lots 10 & 11 cancelling Lots 1, 2 & Common Property on SP249067, Revision A, prepared by Fyfe, dated 04/08/20.

2. Where there is any conflict between the conditions of this development approval and the details shown on the Approved Plan, the conditions of this development approval must prevail.

APPROVED DEVELOPMENT

3. The approved development is Reconfiguring of a Lot (2 Community Title Scheme lots and Common Property into 2 standard lots) as shown on the Approved Plan.

COMPLIANCE, TIMING AND COSTS

4. All conditions of the approval shall be complied with before Council's endorsement of the Plan of Survey, unless otherwise noted within these conditions.
5. All costs associated with compliance with these conditions shall be the responsibility of the developer unless otherwise noted.
6. The Plan of Survey shall not be executed until a letter of compliance is received demonstrating the development's compliance with all conditions of this approval.

FEES AND CHARGES

7. All fees, rates, interest and other charges levied on the property, shall be paid in full, in accordance with the rate at the time of payment.

MAINTENANCE

8. The development (including landscaping, parking, driveways and other external spaces) shall be maintained in accordance with the Approved Plan, subject to and modified by any conditions of this approval.

LOT NUMBERING

9. The numbering of all approved lots shall remain as indicated on the Approved Plan (unless otherwise amended/approved by Council).
10. The developer is to make a request to Council for rural road numbering following registration of the Plan of Survey.

LANDSCAPING – MISCELLANEOUS

11. All declared weeds and pests shall be removed from the subject land, and the subject land kept clear of such nuisance varieties, at all times during the course of the development work and any ensuing defects liability period.
12. Apart from declared weeds and pests, trees, shrubs, and landscaped areas currently existing on the subject land shall be retained where possible, and action taken to minimise disturbance during construction work.

INFRASTRUCTURE CHARGES

13. All infrastructure charges including those associated with Council's Transport and Parks networks are now levied under the **Planning Act 2016**. As required under Section 119 of the **Planning Act 2016**, a separate **Infrastructure Charges Notice** is attached.

SERVICES - EXISTING CONNECTIONS

14. Ensure that all services provided to the existing dwellings on Proposed Lots 10 and 11 are wholly located within the lot it serves.

ACCESS

15. Ensure all existing vehicular accesses are maintained for Proposed Lots 10 and 11 in accordance with Council's Planning Scheme and the latest version of Council's Standard Drawing R-004.

EROSION AND SEDIMENT CONTROL - GENERAL

16. Ensure that all reasonable actions are taken to prevent sediment or sediment laden water from being transported to adjoining properties, roads and/or stormwater drainage systems.
17. Remove and clean-up the sediment or other pollutants in the event that sediment or other pollutants are tracked or released onto adjoining streets or stormwater systems, at no cost to Council.

ADVISORY NOTES

NOTE 1 - Currency Period

A part of a development approval lapses at the end of the currency period. The standard currency period for Reconfiguring a Lot (4 years after the approval starts to have effect) as stated in Section 85 of the *Planning Act 2016* applies to this approval.

NOTE 2 - Aboriginal Cultural Heritage

It is advised that under Section 23 of the *Aboriginal Cultural Heritage Act 2003*, a person who carries out an activity must take all reasonable and practicable measures to ensure the activity does not harm Aboriginal cultural heritage (the "cultural heritage duty of care"). Maximum penalties for breaching the duty of care are listed in the Aboriginal cultural heritage legislation. The information on Aboriginal cultural heritage is available on the Department of Aboriginal and Torres Strait Islander and Partnerships' website www.datsip.qld.gov.au.

NOTE 3 - General Environmental Duty

General environmental duty under the *Environmental Protection Act 1994* prohibits unlawful environmental nuisance caused by noise, aerosols, particles, dust, ash, fumes, light, odour or smoke beyond the boundaries of the development site during all stages of the development including earthworks, construction and operation.

NOTE 4 - General Safety of Public During Construction

The *Work Health and Safety Act 2011* and *Manual of Uniform Traffic Control Devices* must be complied with in carrying out any construction works, and to ensure safe traffic control and safe public access in respect of works being constructed on a road.

NOTE 5 - Property Note (Audit of Conditions)

An inspection of the property to ascertain compliance with conditions will be undertaken three (3) months after the approval takes effect. If the works are completed prior to this time, please contact Council for an earlier inspection. A property note to this effect will be placed on Council's records.

NOTE 6 - Duty to Notify of Environmental Harm

If a person becomes aware that serious or material environmental harm is caused or threatened by an activity or an associated activity, that person has a duty to notify Western Downs Regional Council.

NOTE 7 - Infrastructure Charges Notice

An Infrastructure Charges Notice is attached for the development.

APPEAL RIGHTS

"Chapter 6 Dispute Resolution

Part 1 Appeal Rights

229 Appeals to Tribunal or P&E Court

- (1) Schedule 1 states -
- (a) matters that may be appealed to -
- (i) either a tribunal or the P&E Court; or
- (ii) only a tribunal; or
- (iii) only the P&E Court; and
- (b) the person -
- (i) who may appeal a matter (the **appellant**); and
- (ii) who is a respondent in an appeal of the matter; and
- (iii) who is a co-respondent in an appeal of the matter; and
- (iv) who may elect to be a co-respondent in an appeal of the matter.
- (2) An appellant may start an appeal within the appeal period.
- (3) The **appeal period** is -
- (a) for an appeal by a building advisory agency - 10 business days after a Decision Notice for the decision is given to the Agency; or
- (b) for an appeal against a deemed refusal - at any time after the deemed refusal happens; or
- (c) for an appeal against a decision of the Minister, under Chapter 7, Part 4, to register premises or to renew the registration of premises - 20 business days after a Notice is published under Section 269(3)(a) or (4); or
- (d) for an appeal against an Infrastructure Charges Notice - 20 business days after the Infrastructure Charges Notice is given to the person; or
- (e) for an appeal about a deemed approval of a development application for which a Decision Notice has not been given - 30 business days after the applicant gives the Deemed Approval Notice to the Assessment Manager; or
- (f) for any other appeal - 20 business days after a Notice of the decision for the matter, including an Enforcement Notice, is given to the person.

Note - See the P&E Court Act for the Court's power to extend the appeal period."

FORESHADOWED MOTION

Cr. I. J. Rasmussen foreshadowed that if the Motion on the floor failed, he would move:-

That this Report be received and that:

1. The application for Reconfiguring a Lot (2 Community Title Scheme lots and Common Property into 2 standard lots) on land described as Lots 0, 1 and 2 on SP249067 and situated at 215 Red Hill Road, Red Hill, be refused, on the following grounds:
 - (a) The development application for Reconfiguring a Lot has been assessed against the relevant Codes of the Western Downs Planning Scheme 2017 incorporating Amendment 1, and does not comply with the following matters:
 - (i) The development does not comply with Strategic Outcome 3.5.1 or Element 3.5.3 of the Strategic Plan, as the development will further fragment an already undersized rural land parcel within the Rural Zone and create a lot configuration that will permanently diminish potential agricultural productivity of the property.
 - (ii) The development conflicts with Overall Outcome 2 of the Rural Zone Code, as it will result in further fragmentation and alienation of land within the Rural Zone.
 - (iii) The development is inconsistent with Overall Outcome 1 of the Reconfiguring a Lot Code, as the development is inconsistent with the Outcomes in the Rural Zone Code.
 - (iv) The development does not comply with Overall Outcome 2(b) of the Reconfiguring a Lot Code, as the development results in rural lots of a size that are not viable for rural activities.
 - (v) The development is inconsistent with Acceptable Outcomes 1.1 and 1.3 of the Reconfiguring a Lot Code, as the development will result in lots that are significantly smaller than the minimum lot size for the Rural Zone. The alternative solution is not considered to comply with Performance Outcome 1, as the proposal is inconsistent with the character and amenity of the Rural Zone.
 - (vi) The proposed development does not satisfy Performance Outcome 14 of the Reconfiguring a Lot Code, as the applicant has not justified that the development meets a demonstrated planning need for further fragmentation of an already undersized rural lot within the Rural Zone.
 - (vii) The proposed development does not comply with Performance Outcome 6 of the Natural Resources Overlay Code, as the development will result in the permanent fragmentation of Rural land with lots less than 500ha.
 - (viii) The development could not be conditioned to comply with the relevant Codes of the Western Downs Planning Scheme 2017 incorporating Amendment 1, as the proposed design and lot layout of the development are inconsistent with the Overall and Performance Outcomes of the relevant Codes.

The **ORIGINAL MOTION** was **PUT** and **LOST (3 to 5)**
For (3): Cr. P. T. Saxelby, Cr. M. J. James and Cr. C. T. Tillman
Against (5): Cr. P. M. McVeigh, Cr. K. A. Bourne,
Cr. K. A. Maguire, Cr. I. J. Rasmussen and Cr. O. G. Moore

Absent did not Vote: Cr. A. N. Smith

FORESHADOWED MOTION MOVED

Moved By Cr. I. J. Rasmussen

Seconded By Cr. O. G. Moore

That this Report be received and that:

1. The application for Reconfiguring a Lot (2 Community Title Scheme lots and Common Property into 2 standard lots) on land described as Lots 0, 1 and 2 on SP249067 and situated at 215 Red Hill Road, Red Hill, be refused, on the following grounds:
 - (a) The development application for Reconfiguring a Lot has been assessed against the relevant Codes of the Western Downs Planning Scheme 2017 incorporating Amendment 1, and does not comply with the following matters:
 - (i) The development does not comply with Strategic Outcome 3.5.1 or Element 3.5.3 of the Strategic Plan, as the development will further fragment an already undersized rural land parcel within the Rural Zone and create a lot configuration that will permanently diminish potential agricultural productivity of the property.
 - (ii) The development conflicts with Overall Outcome 2 of the Rural Zone Code, as it will result in further fragmentation and alienation of land within the Rural Zone.
 - (iii) The development is inconsistent with Overall Outcome 1 of the Reconfiguring a Lot Code, as the development is inconsistent with the Outcomes in the Rural Zone Code.
 - (iv) The development does not comply with Overall Outcome 2(b) of the Reconfiguring a Lot Code, as the development results in rural lots of a size that are not viable for rural activities.
 - (v) The development is inconsistent with Acceptable Outcomes 1.1 and 1.3 of the Reconfiguring a Lot Code, as the development will result in lots that are significantly smaller than the minimum lot size for the Rural Zone. The alternative solution is not considered to comply with Performance Outcome 1, as the proposal is inconsistent with the character and amenity of the Rural Zone.
 - (vi) The proposed development does not satisfy Performance Outcome 14 of the Reconfiguring a Lot Code, as the applicant has not justified that the development meets a demonstrated planning need for further fragmentation of an already undersized rural lot within the Rural Zone.
 - (vii) The proposed development does not comply with Performance Outcome 6 of the Natural Resources Overlay Code, as the development will result in the permanent fragmentation of Rural land with lots less than 500ha.
 - (viii) The development could not be conditioned to comply with the relevant Codes of the Western Downs Planning Scheme 2017 incorporating Amendment 1, as the proposed design and lot layout of the development are inconsistent with the Overall and Performance Outcomes of the relevant Codes.

CARRIED (5 to 3)

For (5): Cr. P. M. McVeigh, Cr. Cr. K. A. Bourne, Cr. K. A. Maguire,
Cr. I. J. Rasmussen and Cr. O. G. Moore

Against (3): Cr. P. T. Saxelby, Cr M. J. James, Cr. C. T. Tillman

Absent Did not Vote: Cr. A. N. Smith

15. CORPORATE SERVICES

15.1 Corporate Services Report Infrastructure Grants Program Assessment

The purpose of this report is for Council to consider the assessment process for the Infrastructure Grants Program.

Cr. O. G. Moore declared a conflict on this item. (In accordance with Chapter 6, Part 2, Division 5A of the Local Government Act 2009, Cr. O. G. Moore informed the meeting of a prescribed conflict of interest in respect to this matter due to:

his wife Bobbi is now on the executive committee of the Murilla kindergarten which has an application before council.

Having given due consideration to his position he determined that he would leave the meeting while the matter is considered and voted on.

Cr. K. A. Bourne declared a conflict on this item. (In accordance with Chapter 6, Part 2, Division 5A of the Local Government Act 2009, Cr. K. A. Bourne informed the meeting of a prescribed conflict of interest in respect to this matter due to:

a. Her sister Rowena Gurner is on the Moonie Sports Club Committee, which has matter relating to an infrastructure grant application to council.)

Having given due consideration to her position she determined that she would leave the meeting while the matter is considered and voted on.

Cr. K. A. Maguire declared a conflict on this item. (In accordance with Chapter 6, Part 2, Division 5A of the Local Government Act 2009, Cr. K. A. Maguire informed the meeting of a prescribed conflict of interest in respect to this matter due to:

She is on the Board of the Chinchilla Family Support Centre Inc in the position of President, which has a matter relating to an infrastructure grant application to council.

Having given due consideration to her position she determined that she would leave the meeting while the matter is considered and voted on.

Cr. M. J. James declared a conflict on this item. (Cr. M. J. James declared a conflict on this item. (In accordance with Chapter 6, Part 2, Division 5A of the Local Government Act 2009, Cr. M. J. James informed the meeting of a declarable conflict of interest in respect to this matter due to:

a. Her husband Simon is a coach for the Dalby Rugby Club who have an application to Council.

Having given due consideration to her position she determined that she would leave the meeting while the matter is considered and voted on.

Cr. A. N. Smith declared a conflict on this item. (Cr. A. N. Smith declared a conflict on this item. (In accordance with Chapter 6, Part 2, Division 5A of the Local Government Act 2009, Cr. A. N. Smith informed the meeting of a declarable conflict of interest in respect to this matter due to:

a. His company Meterorborough Pty Ltd as the Condamine Hotel is a sponsor of the race.

Having given due consideration to his position he determined that he would leave the meeting while the matter is considered and voted on.

Cr. P. T. Saxelby declared a conflict on this item. (In accordance with Chapter 6, Part 2, Division 5A of the Local Government Act 2009, Cr. P. T. Saxelby informed the meeting of a declarable conflict of interest in respect to this matter due to:

a. His late father was a member of the Pioneer Park Museum and my brother, John Saxelby is a current member, exhibitor and helps with the event.

b. He is a financial member of the Chinchilla Agricultural and Pastrol Association Incorporates.

Having given due consideration to his position he determined that he would leave the meeting while the matter is considered and voted on.

Cr O.G. Moore, Cr. K. A. Bourne, Cr. K. A. Maguire, Cr. M. J. James, Cr A. N. Smith, Cr. P. T. Saxelby left the meeting at 11:25am

Cr O.G. Moore, Cr. K. A. Bourne, Cr. K. A. Maguire, Cr. M. J. James, Cr A. N. Smith, Cr. P. T. Saxelby re-joined the meeting at 11:28am

COUNCIL RESOLUTION

Moved By Cr. I. J. Rasmussen

Seconded By Cr. C. T. Tillman

That due to Council not being able to constitute a quorum due to Councillors conflicts that the infrastructure grants program assessment be delegated to the CEO.

CARRIED

15.2 Corporate Services Report Preparation of Tender Consideration Plan

The purpose of this Report is to present the draft updated Tender Consideration Plan for Council's consideration and approval.

COUNCIL RESOLUTION

Moved By Cr. A. N. Smith

Seconded By Cr. K. A. Bourne

That this Report be received and that:

1. Council resolves to review and adopt the updated Tender Consideration Plan to facilitate Council's Panel Arrangements for the period 14 December 2020 to 31 December 2025.

CARRIED

15.3 Corporate Services Report Credit Risk Management - Council Policy

The purpose of this Report is to present the draft amended Credit Risk Management - Council Policy for Council's consideration and approval.

COUNCIL RESOLUTION

Moved By Cr. K. A. Bourne

Seconded By Cr. C. T. Tillman

That this Report be received and that:

1. Council resolves to adopt the amended Credit Risk Management - Council Policy.

CARRIED

15.4 Corporate Services Report 2020/21 Q1 Enterprise Risk Management and Operational Plan Review

The purpose of this Report is to provide Council with:

1. The status of the strategic risks which Council manages under its Enterprise Risk Management Framework; and
2. Progress towards achieving the 2020/21 Operational outcomes for the first quarter.

COUNCIL RESOLUTION

Moved By Cr. K. A. Bourne

Seconded By Cr. M. J. James

That this Report be received and noted.

CARRIED

15.5 Corporate Services Financial Report October 2020

The purpose of this Report is to provide Council with the Financial Report for the month ending October 2020.

COUNCIL RESOLUTION

Moved By Cr. A. N. Smith

Seconded By Cr. K. A. Maguire

That this Report be received and that:

1. Council notes the October 2020 Financial Report.

CARRIED

15.6 Corporate Services Quarterly Report July to September 2020

The purpose of this Report is to provide Council with an update in relation to the Corporate Services Departments during the first quarter of the 2020-2021 financial year.

COUNCIL RESOLUTION

Moved By Cr. M. J. James

Seconded By Cr. P. T. Saxelby

This this Report be received and noted.

CARRIED

16. INFRASTRUCTURE SERVICES

16.1 Infrastructure Services Report Downs and Border Council Water Alliance

The purpose of this Report is to allow Council to consider participation in a formal water alliance with Toowoomba Regional and other participating Councils.

COUNCIL RESOLUTION

Moved By Cr. A. N. Smith

Seconded By Cr. O. G. Moore

That this Report be received and that Council:-

1. Support and participate in the Downs and Border Council's Water Alliance subject to the adoption of a suitable terms of reference under a formal alliance model.
2. Appoint Cr Paul McVeigh as Council's Downs and Border Alliance Representative

CARRIED

16.2 Infrastructure Services Report Purchase of Second Hand Plant and Equipment

The purpose of this report is to seek Council's approval to purchase used plant and equipment.

COUNCIL RESOLUTION

Moved By Cr. P. T. Saxelby

Seconded By Cr. K. A. Maguire

That this report be received and that Council;

1. Delegate authority to the Chief Executive Officer, pursuant to s.257(1)(b) of the Local Government Act 2009, to procure a second hand truck and dog tipper unit and/or second hand water truck if suitable units become available.

CARRIED

16.3 Infrastructure Services Quarterly Report July To September 2020

The purpose of this Report is to provide Council with a quarterly update in relation to the Infrastructure Services' Works, Utilities and Technical Services departments performance.

COUNCIL RESOLUTION

Moved By Cr. O. G. Moore

Seconded By Cr. K. A. Bourne

That this Report be received and noted.

CARRIED

17. COMMUNITY AND LIVEABILITY

17.1 Community and Liveability Report Words for Wellbeing Collection Launch

This report is to inform Council on the implementation of the *Words for Wellbeing* collection in Libraries and the successful launch of the project.

COUNCIL RESOLUTION

Moved By Cr. M. J. James

Seconded By Cr. C. T. Tillman

That this report be received and noted.

CARRIED

17.2 Community and Liveability Quarterly Report July to September 2020

The purpose of this Report is to provide Council with an update in relation to the Community and Liveability Division for the first quarter of the 2020 / 2021 Financial Year.

COUNCIL RESOLUTION

Moved By Cr. K. A. Bourne

Seconded By Cr. K. A. Maguire

That this Report be received and noted.

CARRIED

17.3 Community and Liveability Report Health Services Quarterly Statistics July to September 2020

The purpose of this Report is to provide Council with an update in relation to key governance areas within the Health Services sites and services for the first quarter of the 2020 / 2021 Financial Year.

COUNCIL RESOLUTION

Moved By Cr. C. T. Tillman

Seconded By Cr. K. A. Maguire

That this Report be received and noted.

CARRIED

18. NOTICES OF MOTION

18.1 CONSIDERATION OF NOTICES OF MOTION/BUSINESS

18.2 RECEPTION OF NOTICES OF MOTION FOR NEXT MEETING

19. URGENT GENERAL BUSINESS

COUNCIL RESOLUTION

Moved By Cr. M. J. James

Seconded By Cr. O. G. Moore

That Council writes to the Local Government Association of Queensland, Deputy Premier and Minister for Local Government and Director General for Local Government to provide specific examples of how the recent changes to the Local Government Act are impacting us as a Regional Council.

CARRIED

20. MEETING CLOSURE

The Meeting concluded at 12:06pm

Title **Executive Services Mayoral Report November 2020**

Date 26 November 2020

Responsible Manager R. Musgrove, CHIEF EXECUTIVE OFFICER

Summary

The purpose of this Report is to provide Council with significant meetings, forums and delegations attended by the Mayor during the month of November 2020.

Link to Corporate Plan

Strategic Priority: Active Vibrant Communities

- We are a region without boundaries, united in community pride.
- Our community members are the loudest advocates for what's great about our region.
- Our social, cultural and sporting events are supported locally and achieve regional participation.
- Our parks, open spaces, and community facilities are well utilised and connect people regionally.
- A recognised culture of volunteerism is active throughout our communities.

Material Personal Interest/Conflict of Interest

Nil

Officer's Recommendation

That this Report be received and noted

Background Information

Nil

Report

Meetings, delegations and forums attended by the Mayor during the month of November 2020:

Date	Who/Where	Details
2 November 2020	<ul style="list-style-type: none"> • Media Interview - ABC • Local Government Mayors with Director-General, Department of Premier and Cabinet 	Phone Teleconference
3 November 2020	<ul style="list-style-type: none"> • Local Government Association Queensland (LGAQ), Professional Development - Investment Retention and Attraction Workshop • Meeting with Community group 	Zoom Dalby
5 November 2020	<ul style="list-style-type: none"> • Opening of the Queensland Manufacturing Institute (QMI) & Arrow project launch 	Dalby
6 November 2020	<ul style="list-style-type: none"> • Our Lady of the Southern Cross Catholic School - Talk on Local Government • The Power of Public Speaking workshop 	Dalby Dalby
9 November 2020	<ul style="list-style-type: none"> • Local Government Mayors Teleconference with Director-General, Department of Premier and Cabinet • Meeting with Sunwater CEO 	Teleconference

10 November 2020	<ul style="list-style-type: none"> Meeting with the Western Downs local Disaster Management Group Meeting with GasFields Commission Local Government Association Queensland (LGAQ), Professional Development - Investment Retention and Attraction Workshop 	Dalby Dalby Zoom
11 November 2020	<ul style="list-style-type: none"> Miles Historical Museums launch of the Great Artesian basin Centre Miles Remembrance Day Toowoomba Surat Basin Enterprise - Launch of the Taste the western Downs Magazine Meeting with State Emergency Services (SES) Meeting with Community Member 	Miles Miles Dulacca Miles Miles
12 November 2020	<ul style="list-style-type: none"> Toowoomba Surat Basin Enterprise Breakfast 42nd Annual Awards Ceremony & WDRC Bursary Award - Miles State High School Meeting at the Miles Showgrounds 	Chinchilla Miles Miles
13 November 2020	<ul style="list-style-type: none"> Media Interview - Launch of the Taste the Western Downs Magazine Meeting with the AgForce 	Toowoomba
16 November 2020	<ul style="list-style-type: none"> Planning & Pre-Agenda Councillor Information Session Annual General Meeting with the Rugby Club 	Dalby Dalby Dalby
17 November 2020	<ul style="list-style-type: none"> Launch of the 2021 Words out West Local Government Association Queensland (LGAQ), Professional Development - Investment Retention and Attraction Workshop 	Dalby Zoom
18 November 2020	<ul style="list-style-type: none"> Ordinary Meeting of Council 	Tara
19 November 2020	<ul style="list-style-type: none"> Meeting with Goondiwindi Regional Council and tour of the Dalby Truck wash Facility 	Dalby
20 November 2020	<ul style="list-style-type: none"> Chinchilla State High School Valedictory ceremony Toowoomba Surat Basin Enterprise Christmas Party 	Chinchilla Toowoomba
23 November 2020	<ul style="list-style-type: none"> Meeting with Michael McCormack Media Interview - ABC, Words out West 	Toowoomba
24 November 2020	<ul style="list-style-type: none"> Introduction New Lead Coach Business Navigators Western Downs Local Government Association Queensland (LGAQ), Professional Development - Investment Retention and Attraction Workshop 	Dalby Zoom
26 November 2020	<ul style="list-style-type: none"> Meeting with the Southern Queensland and NSW Border Water Alliance 2020 Darling Downs Beef Battle 	Millmerran Toowoomba
28 November	<ul style="list-style-type: none"> Exhibition Opening - Tara and District Exhibition 2020 	Tara
29 November 2020	<ul style="list-style-type: none"> Opening of the Annual Dalby Dolphins Swim Club 	Dalby
30 November 2020	<ul style="list-style-type: none"> Media Interview - ABC Annual General Meeting - Southern Queensland Country Tourism Meeting with Clean & Co 	Dalby Toowoomba Brisbane

Consultation (Internal/External)

Nil

Legal/Policy Implications (Justification if applicable)

Nil

Budget/Financial Implications

Nil

Human Rights Considerations

Section 4(b) of the *Human Rights Act 2019* (Qld) (the Human Rights Act) requires public entities 'to act and make decisions in a way compatible with human rights'.

There are no human rights implications associated with this report.

Conclusion

The forgoing represents activities undertaken by the Mayor during the month of November 2020.

Attachments

Nil

Authored by: Leisa Paine, Executive Assistant

Title (030.2020.329.001) Community and Liveability Report Development Application Material Change of Use for Low Impact Industry on Lot 5 on D9134 at 20b Nicholson Street Dalby Thompson

Date 9 December 2019

Responsible Manager K. Swepson, PRINCIPAL PLANNER

Summary

The purpose of this Report is for Council to decide the proposed development for a Material Change of Use to establish Low Impact Industry on land described as Lot 5 on D9134 and situated at 20b Nicholson Street, Dalby.

Link to Corporate Plan

Strategic Priority: Great Liveability

- Our residents enjoy convenience of modern infrastructure and quality essential services.
- Valued recreational spaces, sporting and community facilities are provided regionally.
- A safe and well maintained road network connects our region.
- Our region remains an affordable place for families to live, work, prosper and play.
- We're recognised as one of the safest regions in Queensland.

Material Personal Interest/Conflict of Interest

Nil

Officer's Recommendation

That this Report be received and that:

1. The application for a Material Change of Use to establish a Low Impact Industry on land described as Lot 5 on D9134 and situated at 20b Nicholson Street, Dalby, be approved, subject to the following conditions:

APPROVED AND AMENDED PLANS

1. The development shall be carried out generally in accordance with the Approved Plans listed below, subject to and modified by the conditions of this approval:

Drawing No: Job No. 200267, Plan No. P01, Revision C

Description: General Layout Plan, Sheet 1 of 2, prepared by Baker Rossow Consulting Engineers, dated Sep 2020, as amended in red by Council on 18/11/2020

Drawing No: Job No. 200267, Plan No. P02, Revision C

Description: General Layout Plan, Sheet 2 of 2, prepared by Baker Rossow Consulting Engineers, dated Sep 2020, as amended in red by Council on 18/11/2020

Drawing No: Job No. 18432

Description: Elevations and Floor Plan of Proposed Shed, prepared by Condamine Sheds & Garages, not dated, as amended in red by Council on 18/11/2020

2. Where there is any conflict between the conditions of this development approval and the details shown on the Approved Plans, the conditions of this development approval must prevail.

3. The following further Development Permits must be obtained prior to commencement of any work associated with the process:
 - 3.1 Building Works;
 - 3.2 Plumbing Works; and
 - 3.3 Operational Work.

APPROVED DEVELOPMENT

4. The approved development is a Material Change of Use for Low Impact Industry as shown on the Approved Plans.
5. All vehicles or machines that are not being serviced or repaired for a customer are to be removed from the property, including vehicles that have been abandoned.
6. The property is not to be used for the storage or sale of machinery or vehicles, scrap metal and/or parts including used engines, gear boxes, or differentials associated with machinery or vehicles.

COMPLIANCE, TIMING AND COSTS

7. All conditions of the approval shall be complied with within three (3) months of this approval taking effect, unless otherwise noted within these conditions.
8. All costs associated with compliance with these conditions shall be the responsibility of the developer unless otherwise noted.

APPLICATION DOCUMENTATION

9. It is the developer's responsibility to ensure all entities associated with this Development Permit have a legible copy of the Approved Plans bearing "*Council Approval*" and the Decision Notice.

OPERATING HOURS

10. Unless otherwise approved in writing by Council, the approved use must only operate between the following hours:

Monday to Friday:	7:00am to 6:00pm
Saturday:	7:00am to 12:00pm
Sundays/Public Holidays:	No operation

FEES AND CHARGES

11. All fees, rates, interest and other charges levied on the property, shall be paid in full, in accordance with the rate at the time of payment.

INFRASTRUCTURE CHARGES

12. All infrastructure charges including those associated with Council's Water, Stormwater, Transport and Parks Networks are now levied under the *Planning Act 2016*. As required under Section 119 of the *Planning Act 2016*, a separate ***Infrastructure Charges Notice*** is attached.

MAINTENANCE

13. The development (including landscaping, parking, driveways and other external spaces) shall be maintained in accordance with the Approved Plans subject to and modified by any conditions of this approval.

NOISE EMISSIONS

14. Noise emissions from the development shall not cause environmental harm or nuisance to adjoining properties or "Sensitive Land Uses".
15. In the event that a valid complaint of unreasonable noise emissions as a consequence of the operations of the approved use is received, Council may require submission of an Environmental Noise Level Study and Report that comply with *Australian Standard 1055* and the *Environmental Protection Agency Noise Measurement Manual*, and require works and/or management practices to be carried out to ensure noise emissions comply with the requirements of the *Environmental Protection (Noise) Policy 2008*.

LIGHTING

16. Provide lighting to the building frontage and pedestrian access areas.
17. Direct lighting or lighting must not exceed 8.0 lux at 1.5 metres beyond the boundary of the site.

VISUAL AND GENERAL AMENITY

18. Any graffiti on the building must be immediately removed.
19. The building and property must be maintained in a clean and tidy manner at all times.
20. All plant, air-conditioning equipment and the like must be visually screened from the street.
21. All declared weeds and pests must be removed from the subject land and the subject land kept clear of such nuisance varieties at all times during the course of development works and any ensuing defects liability period.

LANDSCAPING - GENERAL

22. The developer must submit to Council's Principal Planner or authorised delegate for endorsement, a Landscaping Plan for all landscaping associated with the development. The Landscape Plan must be prepared by a suitably qualified and experienced person in landscape design and construction.
23. The Landscaping Plan must detail:
 - 23.1 a minimum 2 metre wide landscaped area to be provided to the road frontage of the site exclusive of vehicular access to Nicholson Street;
 - 23.2 the existing mature trees along the Nicholson Street frontage are to remain on the property and be incorporated into the landscaping area along the frontage of the property;
 - 23.3 all landscaping areas shown on the Approved Plans;
 - 23.4 the typical species to be planted, consisting mainly of drought-tolerant species suitable to their individual location on-site;
 - 23.5 the number and size of plants; and
 - 23.6 the typical planting detail including preparation, backfill, staking and mulching.
24. The developer must prepare and landscape the site in accordance with the Approved Landscape Plan, or as otherwise approved in writing by Council's Principal Planner or

authorised delegate. Any amendments approved by Council's Principal Planner or authorised delegate are taken to be a part of the Approved Landscape Plan.

REFUSE STORAGE AREAS

25. Refuse bin storage areas must be screened from public view. Where bin storage occurs outside any buildings, such storage areas shall be screened with a minimum 1.5 metre high solid screen fence or wall.

SCREEN FENCING

26. The applicant shall provide visual screening on the existing security fencing to properties adjoining the side and rear boundaries of the property. Fencing on the property shall present an attractive visual appearance to adjoining properties.
27. The applicant shall submit a Concept Plan of the proposed screen fencing arrangements for the development which are to be fixed to the existing fence lines, for endorsement by Council's Principal Planner or authorised delegate.

WASTE MANAGEMENT

28. All waste generated from construction of the proposed development must be effectively controlled on-site before disposal. All waste must be disposed of in accordance with the *Waste Reduction and Recycling Act 2011*.
29. All waste generated on-site must be managed in accordance with the waste management hierarchy as detailed in the *Waste Reduction and Recycling Act 2011*.
30. The business Operator must provide Council's Principal Planner or authorised delegate with a copy of a contract, updated annually, between the business operator and an appropriately licensed Trade Waste Disposal business to manage all trade waste on-site, including oils and fluids.

AIR EMISSIONS

31. Air emissions (odour and dust) from the development shall not cause environmental harm or nuisance to adjoining properties or "Sensitive Land Uses" in accordance with the *Environmental Protection (Air) Policy 2008*.

ENGINEERING WORKS

32. Submit to Council, an Operational Work application for all civil works including earthworks, stormwater, roadworks, access and parking, erosion and sediment control, and design vehicle maneuvering.
33. Undertake Engineering designs and construction in accordance with Council's Planning Scheme, Development Manual and Standard Drawings, and relevant Australian Standards.
34. Submit to Council, certification from a suitably qualified Engineer (RPEQ) that the work has been undertaken in accordance with the Approved Plans and specifications and to Council's requirements.
35. Be responsible for the full cost of any alterations necessary, to easements and/or other public utility installations in connection with the development.

MAINTENANCE

36. Maintain all work that will become Council infrastructure for a period of 24 months (maintenance period) from the date of on-maintenance. Any defective work must be rectified within the maintenance period.
37. Provide Council with a maintenance bond in an acceptable form equal to 5% of the value of Council's infrastructure prior to commencement of the maintenance period.

LOCATION, PROTECTION AND REPAIR OF DAMAGE TO COUNCIL AND PUBLIC UTILITY SERVICES INFRASTRUCTURE AND ASSETS

38. Be responsible for the location and protection of any Council and public utility services infrastructure and assets that may be impacted on during construction of the development.
39. Repair all damage incurred to Council and public utility services infrastructure and assets, as a result of the proposed development immediately should hazards exist for public health and safety or vehicular safety. Otherwise, repair all damage immediately upon completion of work associated with the development.

STORMWATER MANAGEMENT

40. Design and construct stormwater drainage to ensure that there is no nuisance or interference to the current use or potential future use of all downstream properties including road reserves and the like, for design storms of Q2, Q5, Q10, Q20 and Q50.
41. Implement a stormwater management strategy, prepared by an RPEQ, that results in no increase in the peak stormwater discharge for design storms of Q2, Q5, Q10, Q20 and Q50.

FLOODING - GENERAL

42. Provide habitable areas and areas associated with the storage of hazardous chemicals and all control panels of critical services, built at a minimum 300mm above the defined flood level.

WATER SUPPLY

43. Connect the development to Council's reticulated water supply system via a single connection.

SEWERAGE

44. Connect the development to Council's existing reticulated sewerage system via a single connection.

TRADE WASTE DISPOSAL (WASH DOWN BAY)

45. Connect the Wash Down Bay to Council's sewer reticulation. Obtain a Plumbing Approval from Council and the relevant inspections are to be undertaken prior to connection to the sewer.
46. Do not release contaminants or contaminated water directly or indirectly from the premises or to the ground or groundwater at the premises, except for:
 - 46.1 uncontaminated overland stormwater flow;
 - 46.2 uncontaminated stormwater to the stormwater system;
 - 46.3 contaminants released to the sewer under and in accordance with a Trade Waste Permit granted by the Local Government under the *Sewerage and Water Supply Act 1949*; or
 - 46.4 other water following treatment through an oil/silt interceptor trap or separator.
47. Releases to water must not cause any visible oil slick or other visible evidence of oil or grease, nor contain visible grease, scum, litter or floating oil.

48. The business must ensure that:
- 48.1 maintenance and cleaning of equipment (including vehicles and plant) are carried out in Wash Down Bays, or an area where contaminants cannot be released into stormwater drainage, a roadside gutter, a water course or onto unsealed ground;
 - 48.2 any spillage of contaminants is cleaned up immediately by a method other than hosing, sweeping or otherwise releasing the contaminants into stormwater drainage, a roadside gutter or a water course; and
 - 48.3 incidental rainfall and overland flow of stormwater do not contact contaminants (for example, areas with contaminants should be roofed or protected by diversion drains).
49. Spillage of all chemicals and other liquid contaminants must be contained within an on-site containment system and controlled in a manner that prevents environmental harm.

HAZARDOUS CHEMICAL AND FUEL STORAGE

50. Ensure that all hazardous chemicals are stored and handled in accordance with the *Work Health and Safety Act 2011*.
51. Diesel is to be stored and handled in accordance with Australian Standard 1940-2004 - The Storage and Handling of Flammable and Combustible Liquids.

PARKING AND ACCESS - GENERAL

52. Design and construct all car parking and manoeuvring areas with concrete, asphalt or a two-coat bitumen seal.
53. Provide a minimum of seven (7) car parking spaces including a minimum of one (1) person with disability (PWD) car parking space.
54. Provide vehicle bollards or tyre stops to control vehicular access and to protect landscaping or pedestrian areas where appropriate.
55. Ensure access to car parking spaces, vehicle loading and manoeuvring areas and driveways remain unobstructed and available for their intended purpose during the hours of operation.
56. Vehicle parking associated with the development is not to occur along the Nicholson Street frontage of the property or on the parking facilities associated with the use of the sporting fields on Lot 3 on CP850442.

PARKING AND ACCESS - SERVICING

57. Ensure loading and unloading operations are conducted wholly within the site and vehicles enter and exit the site in a forward direction.

VEHICLE ACCESS

58. Construct a commercial crossover between the property boundary and the edge of the Nicholson Street road pavement, having a minimum width of six (6) metres, generally in accordance with Council's Standard Drawing No. R-006, Revision A. Ensure that crossover splay is designed to accommodate turning movements of a Heavy Rigid Vehicle. Crossover levels shall tie into the adjacent footpath.

ROADWORKS AND PEDESTRIAN SAFETY

59. Install signage for all work on or near roadways in accordance with the Manual for Uniform Traffic Control Devices – Part 3, Works on Roads.
60. Submit to Council, an application for any footpath, road or lane closures, and ensure all conditions of that approval are complied with during construction of the work.
61. Maintain safe pedestrian access along Council's footpaths at all times.

ELECTRICITY AND TELECOMMUNICATIONS

62. Connect the development to electricity and telecommunication services.

EARTHWORKS - GENERAL

63. Earthworks per site involving quantity of material greater than 20m³ requires an Operational Work application.
64. Undertake earthworks in accordance with the provisions of AS3798 Guidelines on Earthworks for Commercial and Residential Developments.

EARTHWORKS - RETAINING STRUCTURES AND BATTERS

65. Ensure retaining walls and earthworks batters designs do not adversely affect adjoining properties or services within the vicinity.
66. Ensure batters do not exceed a maximum slope of 25% (1 in 4).
67. Contain any batters wholly within the proposed development site. Fill cannot be placed on adjacent properties without providing Council with written permission from the respective property owner(s).
68. Design and construct all retaining walls and associated footings in accordance with AS4678 Earth Retaining Structures, and without encroachment onto adjoining properties or public land.

EROSION AND SEDIMENT CONTROL - GENERAL

69. Undertake erosion and sediment control during construction work in accordance with Council's Standard Drawing No's D-005 (Rev A), D-006 (Rev A) and D-007 (Rev A) as applicable.
70. Ensure that all reasonable action is taken to prevent sediment or sediment laden water from being transported to adjoining properties, roads and/or stormwater drainage systems.
71. Remove and clean-up sediment or other pollutants in the event that sediment or other pollutants are tracked/released onto adjoining streets or stormwater systems, at no cost to Council.

REMOVAL OF EXISTING BUILDINGS

72. Remove all existing buildings located on the property not illustrated on the Approved Plans prior to construction.

ENVIRONMENTAL HEALTH

73. Undertake operations and construction work associated with this development to the requirements of Council, including the following:
 - 73.1 do not cause nuisance to adjoining residents by the way of smoke, dust, stormwater discharge or siltation of drains, at any time, including non-working hours;
 - 73.2 remove immediately, any material spilled or carried onto existing roads to avoid dust nuisance and ensure traffic safety; and

- 73.3 do not carry out work on Sundays or Public Holidays (unless approved otherwise by Council).
- 74. Do not release contaminants or contaminated water directly or indirectly from the land subject to this approval, or to the ground or groundwater at the land subject to this approval, except for:
 - 74.1 uncontaminated overland stormwater flow; and
 - 74.2 uncontaminated stormwater to the stormwater system.

ADVISORY NOTES

NOTE 1 - Flood Hazard

The property is identified as being located in the Medium and High Flood Hazard Areas on the Flood Hazard Overlay Map in the Western Downs Planning Scheme 2017 incorporating Amendment 1. Where the floor level is not elevated above the defined flood level, the proposed building work may be subject to inundation during a flood event.

NOTE 2 - Relevant Period

*"A part of a development approval lapses at the end of the following period (the **currency period**)—*

- (a) *for any part of the development approval relating to a material change of use— if the first change of use does not happen within—*
 - (i) *the period stated for that part of the approval; or*
 - (ii) *if no period is stated—6 years after the approval starts to have effect."*

NOTE 4 - Aboriginal Cultural Heritage

It is advised that under Section 23 of the *Aboriginal Cultural Heritage Act 2003*, a person who carries out an activity must take all reasonable and practicable measures to ensure the activity does not harm Aboriginal cultural heritage (the "cultural heritage duty of care"). Maximum penalties for breaching the duty of care are listed in the Aboriginal cultural heritage legislation. The information on Aboriginal cultural heritage is available on the Department of Aboriginal and Torres Strait Islander and Partnerships' website www.datsip.qld.gov.au.

NOTE 5 - General Environmental Duty

General environmental duty under the *Environmental Protection Act 1994* prohibits unlawful environmental nuisance caused by noise, aerosols, particles, dust, ash, fumes, light, odour or smoke beyond the boundaries of the development site during all stages of the development including earthworks, construction and operation.

NOTE 6 - General Safety of Public During Construction

The *Work Health and Safety Act 2011* and *Manual of Uniform Traffic Control Devices* must be complied with in carrying out any construction works, and to ensure safe traffic control and safe public access in respect of works being constructed on a road.

NOTE 7 - Property Note (Audit of Conditions)

An inspection of the property to ascertain compliance with conditions will be undertaken twelve (12) months after the approval takes effect. If the works are completed prior to this time, please contact Council for an earlier inspection. A property note to this effect will be placed on Council's records.

NOTE 8 - Infrastructure Charges Notice

An Infrastructure Charges Notice is attached to the approval.

NOTE 9 - Duty to Notify of Environmental Harm

If a person becomes aware that serious or material environmental harm is caused or threatened by an activity or an associated activity, that person has a duty to notify Western Downs Regional Council.

A P P E A L R I G H T S

"Chapter 6 Dispute Resolution

Part 1 Appeal Rights

229 Appeals to Tribunal or P&E Court

- (1) Schedule 1 states -
 - (a) matters that may be appealed to -
 - (i) either a tribunal or the P&E Court; or
 - (ii) only a tribunal; or
 - (iii) only the P&E Court; and
 - (b) the person -
 - (i) who may appeal a matter (the **appellant**); and
 - (ii) who is a respondent in an appeal of the matter; and
 - (iii) who is a co-respondent in an appeal of the matter; and
 - (iv) who may elect to be a co-respondent in an appeal of the matter.
- (2) An appellant may start an appeal within the appeal period.
- (3) The **appeal period** is -
 - (a) for an appeal by a building advisory agency - 10 business days after a Decision Notice for the decision is given to the Agency; or
 - (b) for an appeal against a deemed refusal - at any time after the deemed refusal happens; or
 - (c) for an appeal against a decision of the Minister, under Chapter 7, Part 4, to register premises or to renew the registration of premises - 20 business days after a Notice is published under Section 269(3)(a) or (4); or
 - (d) for an appeal against an Infrastructure Charges Notice - 20 business days after the Infrastructure Charges Notice is given to the person; or

(e) for an appeal about a deemed approval of a development application for which a Decision Notice has not been given - 30 business days after the applicant gives the Deemed Approval Notice to the Assessment Manager; or...

...(g) for any other appeal - 20 business days after a Notice of the decision for the matter, including an Enforcement Notice, is given to the person.

Note - See the P&E Court Act for the Court's power to extend the appeal period."

Background Information

Application No: 030.2020.329.001	Assessment No: A3967	Keywords Index: AD6.6.2 & LG7.6.1
Assessing Officer:	Dominic Bradley PLANNING OFFICER DEVELOPMENT ASSESSMENT	
PART 1: APPLICATION		
Applicant:	Arthur Robert Thompson	
Owner:	AR Thompson	
Site Address:	20b Nicholson Street, Dalby	
Site Area:	2,569m ²	
Real Property Description:	Lot 5 on D9134	
Proposed Development:	Low Impact Industry	
Level of Assessment:	Impact	
Type of Application:	Material Change of Use	
Relevant Planning Scheme:	Western Downs Planning Scheme 2017 incorporating Amendment 1	
Zone:	Low Density Residential	
Precinct:	N/A	
Overlays:	<ul style="list-style-type: none"> · Airport Environs - OLS Conical Limitation · Flood Hazard - High and Medium · Extractive Industry - Petroleum Lease 198 · Agricultural Land Classification - Class A 	
Pre-lodgement Meeting:	Yes	Date: 11/11/2020
Application Lodgement Date:	16/07/2020	
Properly Made Application:	Yes	Date: 28/07/2020
Confirmation Notice Issued:	Yes	Date: 04/08/2020
PART 3: INFORMATION REQUEST		
Information Request Issued:	Yes	Date: 10/08/2020
Applicant's Response:	Yes	Date: 07/10/2020
PART 4: PUBLIC NOTIFICATION		
Comment Period Commenced:	Yes	Date: 15/10/2020
Notice of Compliance Received:	Yes	Date: 06/11/2020
Submissions:	One submission (not properly made)	
Submission Consideration Period Concludes:	20/11/2020	
PART 5: DECISION PERIOD		
Date Commenced:	23/11/2020	
Date Decision Due:	12/01/2021	

Report

1. Background Information

1.1. Site Context

The property is legally described as Lot 5 on D9134 and is located at 20b Nicholson Street, Dalby. The property has an area of 2,569m² and is accessed via an existing gravel crossover to Nicholson Street.

The property is located within the Low Density Residential Zone of the Western Downs Planning Scheme 2017 incorporating Amendment 1. The property is located on the periphery of the change in zoning from Low Impact Industry Zone to Low Density Residential Zone on Nicholson Street.

The property is adjoined by the following properties:

- Lot 3 on CP850442 borders the property to the north and west which is in the Open Space and Recreation Zone and is owned and operated by the PCYC and is used for Outdoor Sport and Recreation.
- Lot 3 on SP217172 (20a Nicholson Street, Dalby) borders the property to the east, is located within the Low Density Residential Zone, and features an existing industrial shed.
- Lot 4 on SP245799 (20 Nicholson Street, Dalby) to the east is located within Low Density Residential Zone and features an existing stable which is associated with the existing residence on Lot 5 on SP245799.

Note: Lot 4 on SP245799 and Lot 3 on SP217172 were subject to a Development Approval (050.2011.1044.001 & 030.2009.1214.001) for a Material Change of Use to establish a Multiple Dwelling (13 Dwelling Units). It is noted that this approval lapsed on 14 April 2014.

The property is impacted by the Flood Hazard Overlay and the Airport Environs Overlay of the Planning Scheme. The Agricultural Land Classification Overlay and Extractive Industry Overlay are not relevant to the assessment of this development.

The property is improved by an existing storage shed that has an area of 66.43m² and was constructed in 1977. The property also features a shipping container that does not have a building approval. The property is grassed and has not been sealed historically. The property is surrounded on all sides by a 1.8 metre high chain wire security fence which is topped with barbed wire.

The property is not accessed from any adjoining property and the fence line features a lockable front gate adjacent to the existing access from the property to Nicholson Street. The property features mature native trees adjacent to the fence line at the frontage of the property to Nicholson Street.

The property is connected to electricity and has access to Council's reticulated water network. The development does not have existing toilet facilities and is not currently connected to Council's reticulated sewer network.

The road reserve at the frontage of the property to Nicholson Street features kerb and channel for the collection of stormwater and is also improved by a pedestrian pathway which crosses the existing crossover of the property to Nicholson Street.

1.2 Approval History

On 29 April 1976, Town Planning Consent was issued by the former Dalby Town Council to use the property for the purpose of conducting a Transport and Carrier's Depot, Grain Storage and Contractors' Yards, subject to conditions of approval.

At the time that application was submitted, the property was located within a High Impact Industry Zone under the Planning Scheme in effect at the time the application was lodged. The application was Impact Assessable development under the Planning Scheme in effect at the time, and did not receive any submissions or objections to the development.

Further historical correspondence indicates that the approved use of the land did commence on the land, although it was non-compliant with conditions within the original approval provided at the time. There is no indication that the property has been used as anything other than industrial purposes and the property has been rated by Council accordingly.

It is considered that the use of the property historically would be defined as a Transport Depot under the current land use definitions of the Western Downs Planning Scheme 2017 incorporating Amendment 1.

1.2 Proposal

The applicant has submitted a Development Application seeking approval for a Material Change of Use to establish a Low Impact Industry use on the property. The application was lodged following a meeting with Council's Compliance Team in response to an anonymous complaint received regarding the operation of the development without an approval.

The property is currently leased to an Automobile Mechanic, "J Five Automotive Allied Services". The Mechanic has advised that that he provides vehicle servicing, roadworthy inspections and repair (auto electrical and mechanical repairs) on the property. The lease holder also operates as a Mobile Mechanic with the property serving as his base. The current use of the land for a Mechanic is consistent with the land use definition of Low Impact Industry.

The lease holder currently utilises the existing storage shed on the property. It is noted that due to the limited workshop area within the existing shed, cars are stored outside the existing shed on the grassed area of the property while they are waiting to be serviced or repaired.

The lease holder has also advised that some vehicles are purchased for use for spare parts in repairs on personal vehicles and on specific jobs for customers to repair vehicles. The applicant has advised that parts or vehicles are not sold from the property and that unused parts of vehicles are sent to the wreckers for disposal.

The applicant has advised that the hours of operation for the development will be from 7am to 6pm, on a weekly basis.

The land owner is proposing to construct an additional industrial shed on the property, being 480m² in area (width of 12 metres and a length of 40 metres) which will be used as a workshop for the servicing and repair of vehicles. The shed will reach a maximum height of 5.38 metres above ground level.

The development will be serviced by seven (7) parks for customers and employees including one (1) person with disability (PWD) parking space. The applicant has indicated that the development would continue to be accessed by customers and staff via the existing crossover to Nicholson Street.

The applicant has advised that the development will be provided with toilet facilities, which will be connected to Council's reticulated sewer network. The development will also feature an enclosed washdown area for vehicles which will also be connected into the reticulated sewer network.

2. Assessment

2.1 Assessment against Western Downs Planning Scheme 2017 Incorporating Amendment 1

- The development of a Material Change of Use for Low Impact industry within the Low Density Residential Zone is Impact Assessable development and requires assessment against all relevant assessment benchmarks of the Planning Scheme, including:
 - Strategic Plan;
 - Low Density Residential Zone Code;
 - Transport, Access and Parking Code;
 - Infrastructure Services Code;
 - Flood Hazard Overlay Code; and
 - Airport Environs Overlay Code.
- The application has been assessed against the abovementioned assessment benchmarks below:

Strategic Plan

- The application is considered to conflict with the following Strategic Outcomes of the Liveable Communities and Housing theme of the Strategic Plan:
 - Strategic Outcome 3.3.1(4) - The settlement pattern provides opportunities for industrial growth to cater for the increase in local businesses required to service the needs of the resource and agricultural sectors. Industrial development is directed to areas separated from land uses that are considered to be sensitive or at risk from the impacts of industrial activity. Industrial land is located in accessible locations supported by transport infrastructure and necessary urban services to efficiently service the needs of the community.
 - Strategic Outcome 3.3.1(8) - Where development is not consistent with the purpose and intent of the Zone, overriding community need will need to be demonstrated as well as valid planning justification provided as to why the proposed use cannot be reasonably established in a more appropriate Zone.
- In this instance, it is considered that there is valid planning justification to the support the development on the property as follows:
 - The property has been historically used for industrial purposes and is subject to an historic approval from former Dalby Town Council for a Transport and Carrier's Depot, Grain Storage and Contractors' Yards.
 - The historic use of the land for industrial purposes pre-dates the land being zoned as Low Density Residential under the Western Downs Planning Scheme 2017 Incorporating Amendment 1.
 - The development of a Material Change of Use for Low Impact Industry is a lesser scale and intensity of industrial use than the property has been used for historically.
 - The property is located on the periphery of the change in the zoning of land from the Low Impact Industry Zone and the Low Density Residential Zone on Nicholson Street. The development will not dramatically impact on the existing amenity or character of the locality based on the historical use of the property.

- The development will be conditioned to ensure that the property is connected to the necessary servicing infrastructure in accordance with Council's relevant Engineering standards.
- The development can be conditioned to ensure that the hours of operation, visual amenity (landscaping and fencing treatments) and the potential for noise and dust emissions can be appropriately mitigated to ensure that the use of the land does not adversely impact on the amenity or character of surrounding low density residential land.

Low Density Residential Zone Code

- The development of a Material Change of Use for Low Impact Industry within the Low Density Residential Zone is an inconsistent use.
- The development is inconsistent with the intent and purpose of the Low Density Residential Zone Code.
- The development is considered to comply with the building height, setback and site coverage requirements within the Low Density Residential Zone Code.
- The property is not immediately adjoined by any existing sensitive land uses. Properties adjoining the development directly, are used as sporting grounds and associated parking facilities, animal husbandry (existing horse stables) and a vacant industrial shed.
- The closest sensitive receptor is located on Lot 5 on SP245799 (20 Nicholson Street) which has an existing residence from which Council received the not properly made submission objecting to the application.
- Properties across Nicholson Street from the subject property feature existing residences and are also located within the Low Density Residential Zone. These properties also back onto land located within the Low Impact Industry Zone along Rochedale Street.
- It is not considered that the development will significantly impact on the existing amenity or character of Nicholson Street based on the historic use of the land and that Nicholson Street is on the periphery of the change of the zoning of the land between Low Impact Industry and the Low Density Residential Zone.
- Council will be able to apply conditions to ensure potential amenity impacts on land within the Low Density Residential Zone can be appropriately mitigated.
- The development will be conditioned to ensure that the amenity and the character of the Low Density Residential Zone is protected, as follows:
 - The applicant seeks to operate from 7am to 6pm on a weekly basis. The Low Density Residential Zone Code does not specify operating hours for non-residential uses. However, development in the Low Impact Industry Zone is limited to operating hours of 7am to 6pm.

Based on the zoning of the property and proximity of sensitive land uses, the development will be conditioned that operating and loading and unloading occur during daylight hours of 7am to 6pm, Monday to Friday and on Saturday between 7am and 12pm. The development will also be conditioned to ensure no operation will occur on Sundays or Public Holidays.

- The development will be conditioned to ensure that vehicle parking, manoeuvring and access areas are appropriately sealed using a concrete or two coat bitumen seal to minimise dust impacts from the development.
 - The development will be conditioned to retain the mature trees along the frontage of the property. Furthermore, the applicant will also be required to plant a 2m wide landscaping strip along the frontage of the property to Nicholson Street, excluding the vehicular access for the property.
 - The development will be conditioned to provide appropriate screen fencing utilising the existing security fencing to screen the side and rear boundaries of the property.
 - The development will be conditioned to ensure that storage of vehicles on the property is limited to vehicles that are being serviced for customers for repair and maintenance.
- On this basis, it is considered that the development is consistent with the Low Density Residential Zone Code, subject to the recommended conditions of approval.

Transport Access and Parking Code

- The property has an existing gravel crossover to Nicholson Street which is a formed bitumen road.
- Council has conditioned that the access be upgraded in accordance with the relevant Engineering standard to ensure that the access to Nicholson Street is safe and efficient for the operation of the development.
- The applicant has advised that the development will be serviced by a total of seven (7) formalised car parks including a PWD car parking space.
- It is considered that the parking arrangements provided for the development are consistent with Acceptable Outcome 4 of the Transport, Access and Parking Code and are sufficient for the demand generated by the development.
- A condition has been included to ensure that vehicles associated with the development are not parked within the frontage of the property to Nicholson Street or within the adjacent parking facilities associated with the operation of the PCYC on Lot 3 on CP850442.
- The development is consistent with the Transport, Access and Parking Code, subject to the recommended conditions of approval.

Infrastructure Services Code

- The property is located within an urban locality with access to urban services including reticulated water and reticulated sewer networks.
- The property is currently connected to reticulated electricity and Council's reticulated water network.
- The applicant has advised that the connection to reticulated water will be extended on the property to service the proposed development.

- The property is not currently connected to the sewer network and does not have toilet facilities for staff on the property.
- The applicant has advised that the development will include toilet facilities for staff and the development will be connected to the reticulated sewer network subject to the conditions of approval.
- The applicant has advised that the development will also have a washdown bay which will require a connection into Council's sewer network.
- Conditions have been included to ensure that the washdown bay is designed to ensure that contaminated stormwater is appropriately managed and that Council's sewer network is protected.
- The applicant has indicated that stormwater generated by additional buildings on the property will be directed to the stormwater infrastructure in Nicholson Street.
- It is advised that the development will comply with the Infrastructure Services Code, subject to the recommended conditions of approval.

Flood Hazard Overlay Code

- The property is identified within the High and Medium Flood Hazard Areas of the Overlay Maps of the Planning Scheme.
- The property will not involve the establishment of a sensitive land use on the site. The development will only involve customers and staff on the premises during the hours of operation for the development.
- The development will not significantly impact on the conveyance of flood water through the property and stormwater will be directed towards the frontage of the property to the stormwater network in Nicholson Street.
- Staff and customers would be able to evacuate the property utilising the commercial crossover to Nicholson Street in the event of significant flooding.
- The development will be conditioned to ensure that contaminants are stored above the defined flood level for the property.
- The development is consistent with the Flood Hazard Overlay Code, subject to the conditions of approval.

Airport Environs Overlay Code

- The property is located within the OLS Conical Limitation for the Dalby Airport identified within the Overlay Mapping of the Planning Scheme.
- The development does not propose any buildings of a height that will impact on the safety or efficiency of the Dalby Airport.
- It is considered that the development is consistent with the Airport Environs Overlay Code.

3. Other Matters

3.1 Public Notification

The application for a Material Change of Use to establish a Low Impact Industry on a property within the Low Impact Industry Zone is Impact Assessable in the Western Downs Planning Scheme 2017 incorporating Amendment 1.

As a result, the applicant undertook Public Notification in accordance with the *Planning Regulation 2017* and the Development Assessment Rules 1.3.

The applicant:

- published a notice in the Western Downs Town & Country on 15 October 2020;
- placed a notice on the frontage of the land from 12 October 2020 until 5 November 2020; and
- posted letters to adjoining land owners on 14 October 2020.

During the Comment Period of the public notification, one (1) submission was received for the application. This submission was in objection to the development but was not a properly made submission as it did not state the submitter's address within the submission. This means that the submitter will be notified of Council's decision but will be unable to appeal Council's decision on the application.

The submitter's concerns and the Planning Officer's responses are outlined in the table below:

Submitter's Concerns	Planning Comments
<p><i>"It is my intention to sell the adjoining block for a proposed Unit/Town House development, previous application 030.2009.1214.001. I feel this would detract from the ability to put this development in place. I went to great expense to have my land rezoned and had to fill many Council requirements before being granted it zoned."</i></p>	<p>The submitter owns land described as Lot 4 on SP245799 (Cooper Street) which features an existing horse stable and yards and is used in conjunction with the existing residence on Lot 5 on SP245799 (20 Nicholson Street, Dalby).</p> <p>The submitter's Development Approval for a Material Change of Use to establish a Multiple Dwelling (13 Dwelling Units) on the property lapsed on 14 April 2014.</p> <p>The proposed development would not prevent the submission of a new development application for a Material Change of Use for a Multiple Dwelling on the property for Council's assessment.</p> <p>The subject land has been used historically for industrial purposes. Accordingly, it is not considered that the development will detract from the ability to develop the adjoining land for residential purposes.</p> <p>The approval will be conditioned to ensure that the residential amenity of nearby sensitive land uses is not adversely impacted by the operation of development.</p> <p>Furthermore, the conditions will ensure that the development complies with current infrastructure and design standards for developments of this nature.</p>

Submitter's Concerns	Planning Comments
<p><i>"I believe the present land is being used without fulfilling Council requirements:</i></p> <ol style="list-style-type: none"> <i>1. Not approved for Low Impact Industry (it has been in operation for 2 years).</i> <i>2. There are no toilets or wash areas.</i> <i>3. No oil bunting area.</i> <p><i>The area is being used as a car wrecking yard with having up to 30 cars on-site.</i></p> <p><i>I would consider this outside Council by-laws.</i></p>	<p>The property has been historically used for industrial purposes which are consistent with the land use definition of a Transport Depot under the Western Downs Planning Scheme 2017 incorporating Amendment 1.</p> <p>The applicant has lodged the development application seeking a development approval from Council for a Material Change of Use to enable the land owner to use the property for the purpose of Low Impact Industry.</p> <p>The development is being leased to a Mechanic who stores cars on the property. The development will be conditioned to ensure that the property is kept in a neat and tidy manner and that vehicles and parts are not sold for sale from the premises.</p> <p>Council will condition the development to ensure that stormwater is managed on the property and that the necessary infrastructure requirements (ie access to toilet facilities) are compliant with Council's standards for development of this scale and nature.</p> <p>The property will be conditioned to provide appropriate screen fencing, hours of operation and landscaping treatments to limit any amenity impact of the development on surrounding sensitive land uses.</p>

3.2 Infrastructure Charges

- Infrastructure charges are levied on development by Council in accordance with the Infrastructure Charges Resolution (No. 7.1) 2017.
- The property is serviced by the Water, Sewer, Transport, Stormwater and Parks infrastructure networks and is located within Charge Area A of the Infrastructure Charges Resolution (No. 7.1) 2017.
- The infrastructure charges applicable to a Material Change of Use for Low Impact Industry is \$42.50 per m² of gross floor area (GFA) and \$4.00 per m² of impervious area, which equates to a total charge of \$31,684.34 for the proposed development.
- However, the applicant is entitled to an infrastructure credit of \$25,200.00 for the existing residential lot which means that the outstanding charge is \$6,484.34 for the development.

Consultation (Internal/External)

Council's Consultant Development Engineer has assessed the development application and provided advice and recommended conditions of approval where applicable.

Council's Principal Planner has reviewed the Report and provided comments where necessary.

Legal/Policy Implications (Justification if applicable)

An applicant may elect to appeal against Council's decision in accordance with the relevant Section of the *Planning Act 2016*, which states:

"Chapter 6 Dispute Resolution

Part 1 Appeal Rights

229 Appeals to Tribunal or P&E Court

- (1) Schedule 1 states -
- (a) matters that may be appealed to -
 - (i) either a tribunal or the P&E Court; or
 - (ii) only a tribunal; or
 - (iii) only the P&E Court; and
 - (b) the person -
 - (i) who may appeal a matter (the **appellant**); and
 - (ii) who is a respondent in an appeal of the matter; and
 - (iii) who is a co-respondent in an appeal of the matter; and
 - (iv) who may elect to be a co-respondent in an appeal of the matter.
- (2) An appellant may start an appeal within the appeal period.
- (3) The **appeal period** is -
- (a) for an appeal by a building advisory agency - 10 business days after a Decision Notice for the decision is given to the Agency; or
 - (b) for an appeal against a deemed refusal - at any time after the deemed refusal happens; or
 - (c) for an appeal against a decision of the Minister, under Chapter 7, Part 4, to register premises or to renew the registration of premises - 20 business days after a Notice is published under Section 269(3)(a) or (4); or
 - (d) for an appeal against an Infrastructure Charges Notice - 20 business days after the Infrastructure Charges Notice is given to the person; or
 - (e) for an appeal about a deemed approval of a development application for which a Decision Notice has not been given - 30 business days after the applicant gives the Deemed Approval Notice to the Assessment Manager; or...
 - ...(g) for any other appeal - 20 business days after a Notice of the decision for the matter, including an Enforcement Notice, is given to the person.

Note - See the P&E Court Act for the Court's power to extend the appeal period."

Budget/Financial Implications

Nil

Human Rights Considerations

Section 4(b) of the *Human Rights Act 2019* (Qld) (the *Human Rights Act*) requires public entities "to act and make decisions in a way compatible with human rights".

There are no human rights implications associated with this Report.

Conclusion

The proposal for a Material Change of Use for Low Impact Industry on land described as Lot 5 on D9134 and situated at 20b Nicholson Street, Dalby has been assessed on its merits in accordance with the *Planning Act 2016* against the requirements of the Western Downs Planning Scheme 2017 incorporating Amendment 1. It is recommended that the application be approved, subject to compliance with the attached conditions and Infrastructure Charges Notice, applied in accordance with the Act and Council's Infrastructure Charges Resolution.

Attachments

1. Site Photographs
2. Locality Plans
3. Proposal Plans
4. Infrastructure Charges Notice

Authored by: Dominic Bradley, PLANNING OFFICER DEVELOPMENT ASSESSMENT

Attachment 1 - Site Photographs

Existing Site Entry to Nicholson Street



Existing Trees adjoining the Frontage Fence



Existing Trees along the Frontage of Nicholson Street



Looking into Property from Nicholson Street



Inside Existing Storage Shed



Shipping Container Adjacent to the Existing Shed



Existing Shed and Rear Boundary of the Property to the PCYC



Location of Proposed Shed



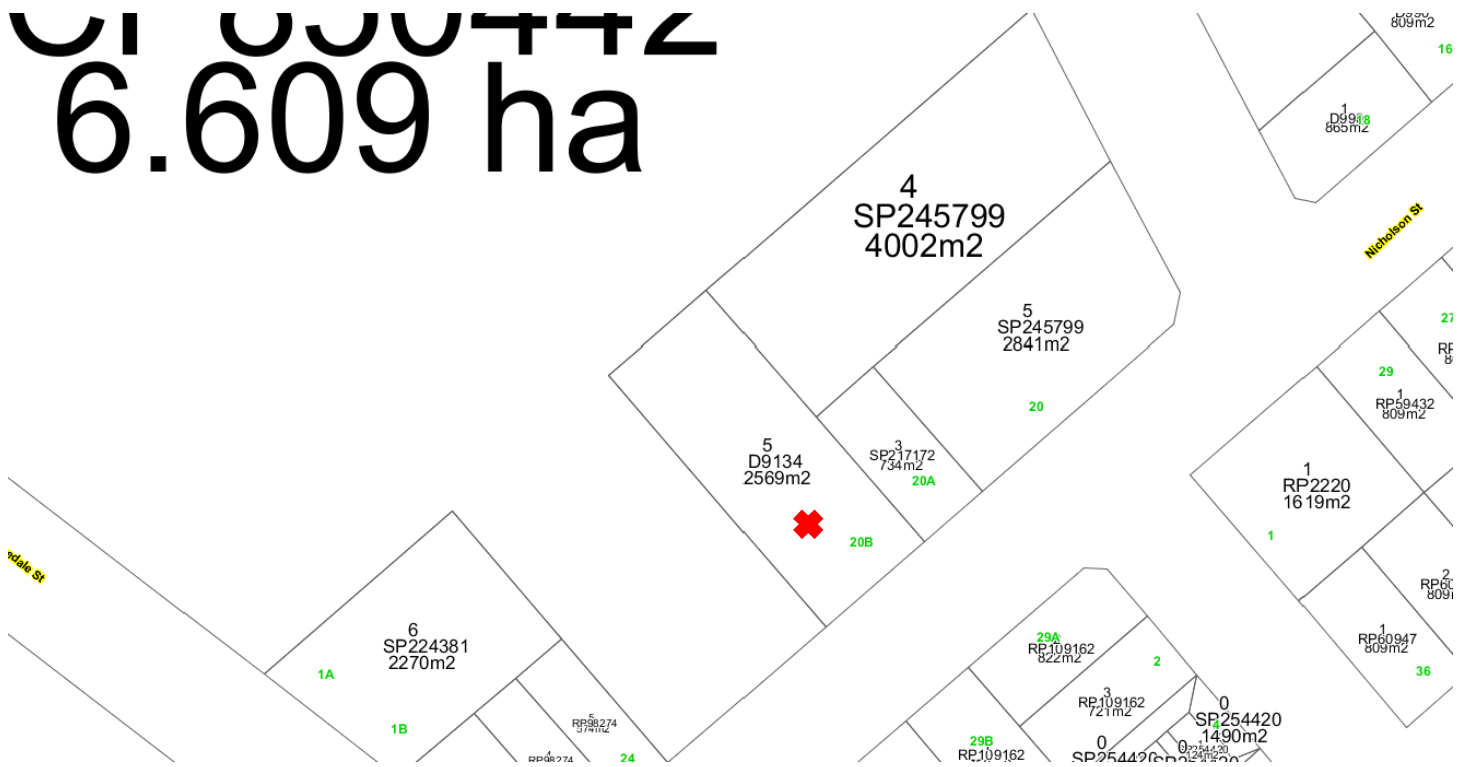
Looking back towards Nicholson Street Frontage



Attachment 1 - Locality Plans

Lot and Plan

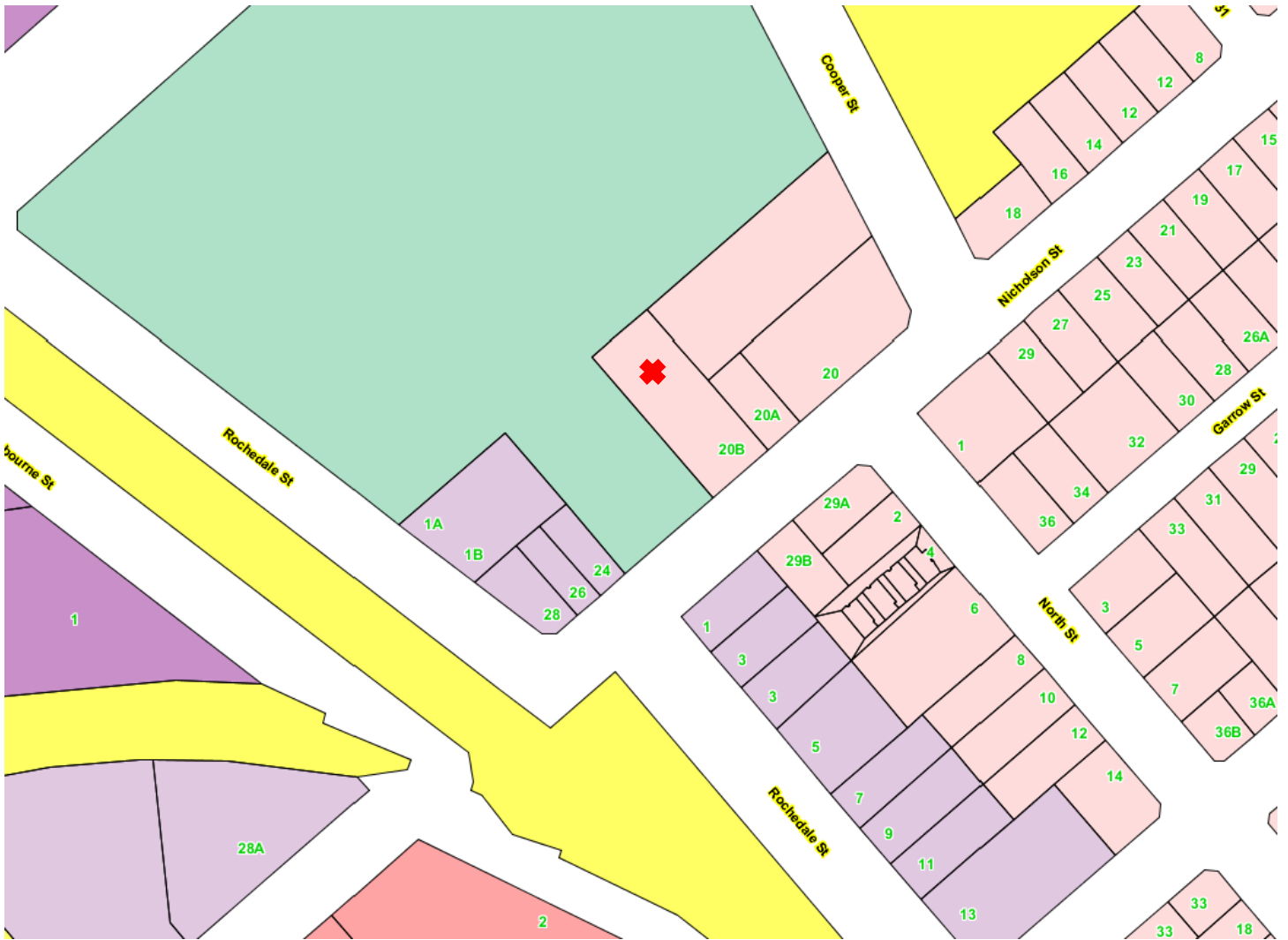
6.609 ha



Aerial Map



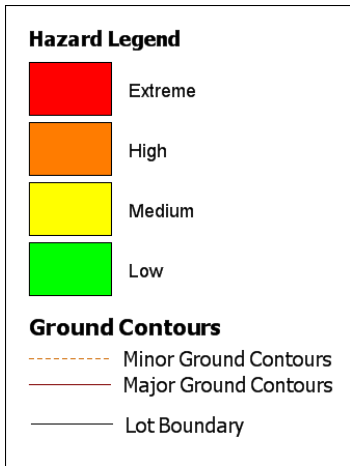
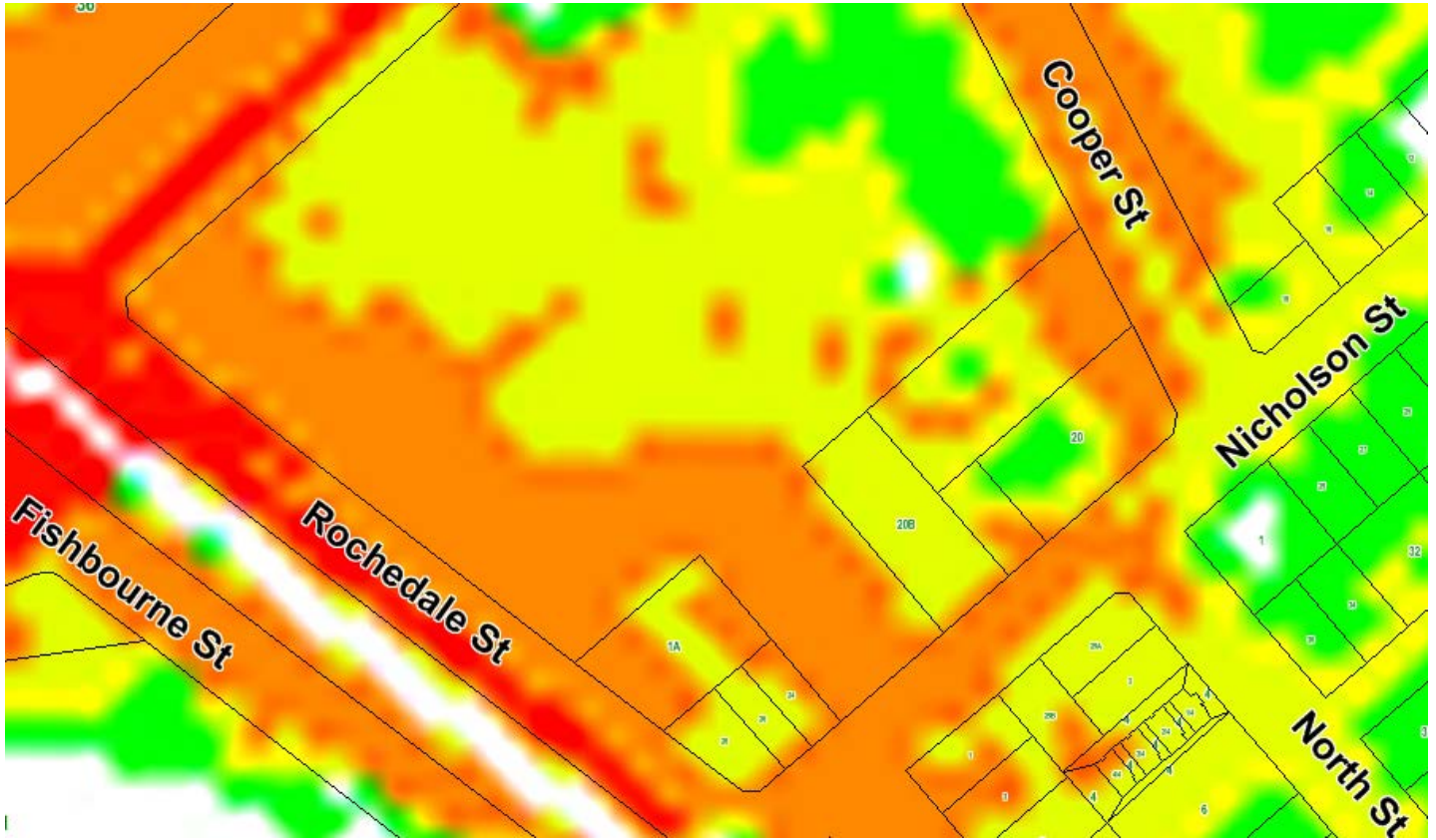
Zone Map



LEGEND

- Low Density Residential Zone
- Recreation and Open Space Zone
- Low Impact Industry Zone

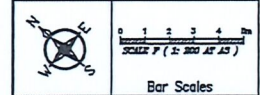
Flood Hazard Overlay Code



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Revisions	Date
C Council RFI	Sep 2020
B Client Requested Changes	Sep 2020
A Original Issue	

Client
ROB THOMPSON

Project
20B NICHOLSON STREET

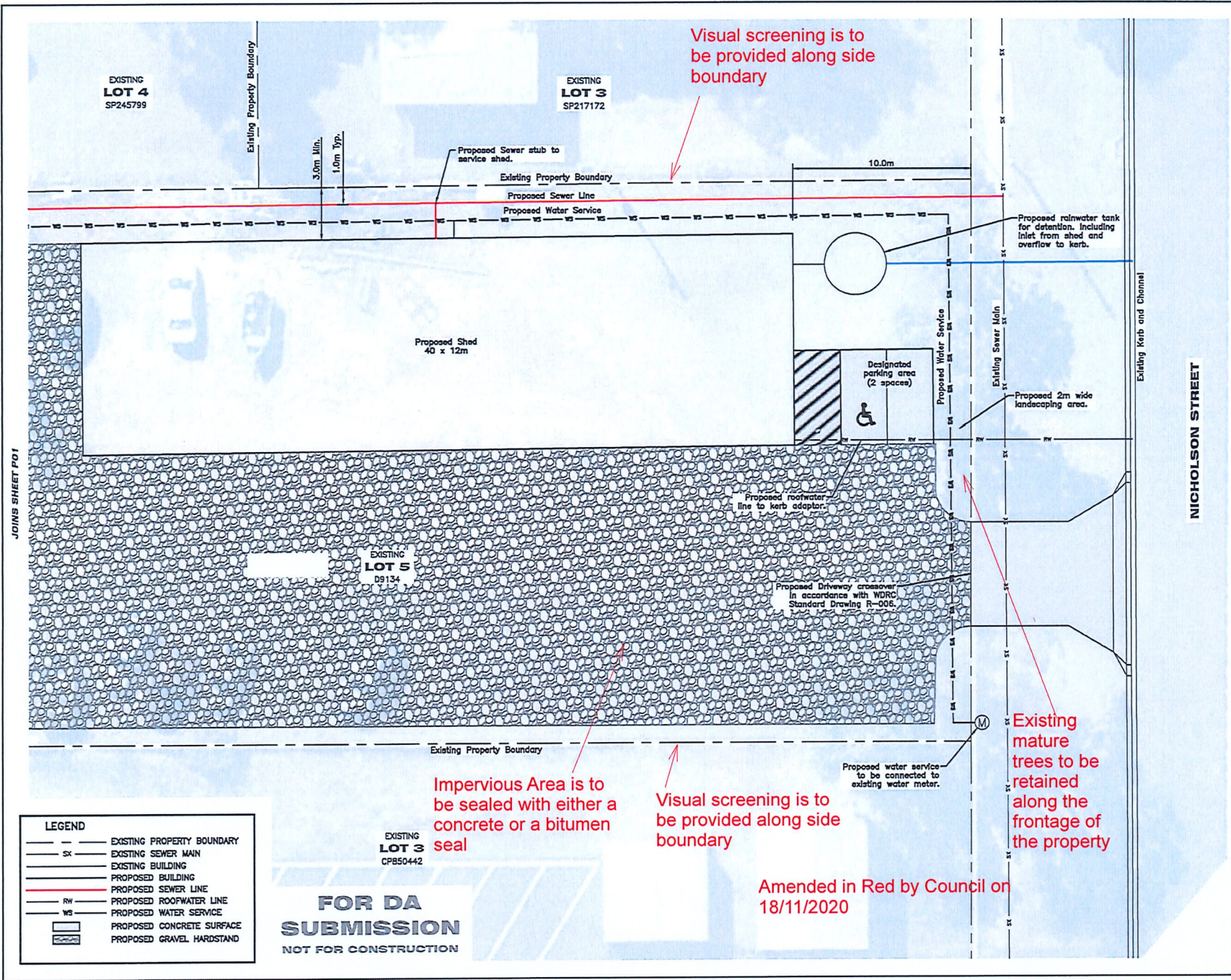
Title
**GENERAL LAYOUT PLAN
SHEET 2 OF 2**

J/M	Design	Drawn	Examined
JUL 20	JUL 20	SEP 20	/ /

Scale
1:200

Certified RPEQ:

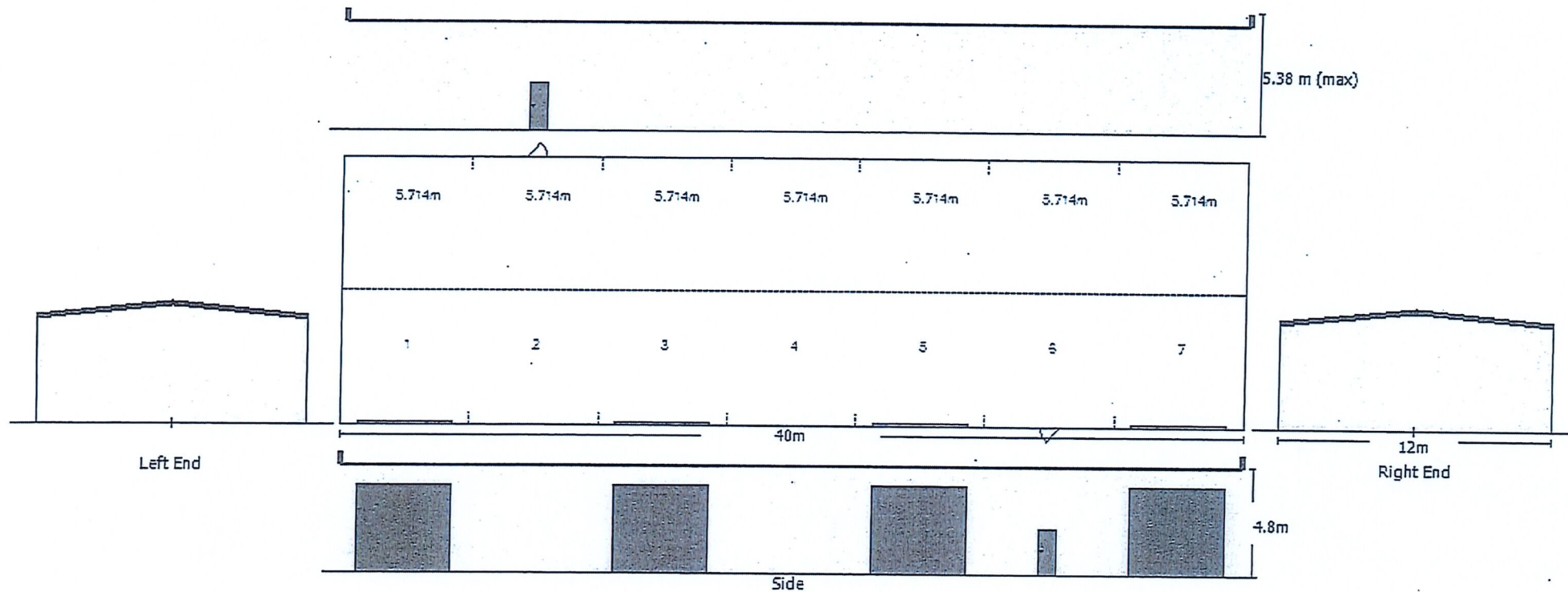
JOB No. 200267	Original Size	A3
	Plan No.	P02
		A B C



LEGEND

---	EXISTING PROPERTY BOUNDARY
-SX-	EXISTING SEWER MAIN
---	EXISTING BUILDING
---	PROPOSED BUILDING
---	PROPOSED SEWER LINE
-RW-	PROPOSED ROOFWATER LINE
-WS-	PROPOSED WATER SERVICE
□	PROPOSED CONCRETE SURFACE
▨	PROPOSED GRAVEL HARDESTAND

Building For:
Robert Thompson
20B Nicholson Street Dalby
Job Number: 18432
Produced by:
Condamine Sheds & Garages
Phone: 07 4662 1844



Amended in red by Council
on 18/11/2020

Title: Elevations and
Floor Plan of Proposed
Shed

The local distributor you are dealing with is an authorised independent distributor of Fair Dinkum Sheds' products and enters into agreements with its customers on its own behalf and not as an agent of Fair Dinkum Sheds.

INFRASTRUCTURE CHARGES NOTICE

APPLICANT: Mr AR Thompson

APPROVED DEVELOPMENT: Material Change of Use to establish Low Impact Industry on land situated at 20b Nicholson Street, Dalby

FILE REFS: 030.2020.329.001, A3967 & LG7.6.1

AMOUNT OF THE CHARGE: **\$6,484.34**

LAND TO WHICH CHARGE APPLIES: Lot 5 on D9134

PAYABLE TO: Western Downs Regional Council

WHEN PAYABLE: When the change happens

This charge is made in accordance with Council's *Infrastructure Charges Resolution (No. 7.1) 2017*.

The charge has been calculated on the following basis:

USE	Charge	Reference	No. of Units	Amount
Material Change of Use Low Impact Industry	\$42.50 per m ² of GFA (charge for water, sewer, transport and parks networks)	Table 3.3.3, Col 2, Charge Area A	553.93m ²	\$23,542.02
	\$4.00 per m ² (charge for stormwater network)	Table 3.3.3, Col 3, Charge Area A	2,035.58m ²	\$ 8,142.32
DISCOUNT	Discount Charge	Reference	No. of Units	Discount Amount
1 existing lot	\$25,200.00 per lot	3.4(1)(c), Charge Area A	1	\$25,200.00
			Water	\$ 1,296.87
			Sewer	\$ 1,296.87
			Stormwater	\$ 1,954.30
			Transport	\$ 972.65
			Parks	\$ 972.65
			TOTAL CHARGE	\$ 6,484.34

INFORMATION NOTICE

[Section 119 of the *Planning Act 2016*]

DECISION AND REASONS

This infrastructure charge has been levied in accordance with Sections 119 to 121 of the *Planning Act 2016* and Council's *Infrastructure Charges Resolution (No. 7.1) 2017* for additional demand placed on Council's trunk infrastructure that will be generated by the approved development.

APPEALING DECISION

Under the *Planning Act 2016* the recipient of this Infrastructure Charges Notice may appeal against Council's decision to issue the Infrastructure Charges Notice. Chapter 6, Part 1 of the *Planning Act 2016* details the recipient's right to appeal Council's decision and how the recipient may appeal.

Title Executive Services Chief Executive Officer Report November 2020

Date 30 November 2020

Responsible Manager R. Musgrove, CHIEF EXECUTIVE OFFICER

Summary

The purpose of this Report is to provide Council with the significant meetings, forums and delegations attended by the Chief Executive Officer during the month of November 2020.

Link to Corporate Plan

Strategic Priority: Strong Economic Growth

- There is a confidence in our strong and diverse economy.
- We're open for business and offer investment opportunities that are right for our region.
- We optimise our tourism opportunities, unique experiences and major events.
- Business and industry in our region live local and buy local.
- Our region is a recognised leader in energy, including clean, green renewable energies.

Material Personal Interest/Conflict of Interest

Nil

Officer's Recommendation

That this Report be received and noted

Background Information

Nil

Report

Meetings, delegations and forums attended by the Chief Executive Officer during the month of November 2020:

Date	Who/Where	Details
10 November 2020	<ul style="list-style-type: none"> • Local Disaster Management Group Meeting • Meeting with Gas Fields Commission 	Dalby Dalby
16 November 2020	<ul style="list-style-type: none"> • Planning & Pre Agenda Meeting • Councillor Information Sessions 	Dalby Dalby
18 November 2020	<ul style="list-style-type: none"> • Ordinary Meeting of Council 	Tara
19 November 2020	<ul style="list-style-type: none"> • Local Government Managers Australia CEO Forum 	Brisbane
20 November 2020	<ul style="list-style-type: none"> • Meeting with Director General Department Environment and Science • Meeting with Architect • TSBE Platinum Christmas Party 	Brisbane Brisbane Toowoomba
24 November 2020	<ul style="list-style-type: none"> • Meeting with Gas Fields Commission 	Dalby
26 November 2020	<ul style="list-style-type: none"> • Meeting with News Limited • 2020 Darling Downs Beef Battle 	Toowoomba Toowoomba
27 November 2020	<ul style="list-style-type: none"> • MyALL107 Project Discussion 	Brisbane

	<ul style="list-style-type: none"> • Meeting with Queensland Music Festivals 	Brisbane
30 November 2020	<ul style="list-style-type: none"> • Origin Monthly Meeting • Shell Quarterly Meeting • Meeting with CleanCO 	Brisbane Brisbane Brisbane

Consultation (Internal/External)

Chief Executive Officer

Legal/Policy Implications (Justification if applicable)

Nil

Budget/Financial Implications

Nil

Human Rights Considerations

Section 4(b) of the *Human Rights Act 2019* (Qld) (the Human Rights Act) requires public entities 'to act and make decisions in a way compatible with human rights'.

There are no human rights implications associated with this report.

Conclusion

The foregoing represents activities undertaken by the Chief Executive Officer during the month of November 2020.

Attachments

Nil

Authored by: A. Lyell, Executive Services Administration Officer

Title **Executive Services Report Outstanding Actions November 2020**

Date 1 December 2020

Responsible Manager R. Musgrove, CHIEF EXECUTIVE OFFICER

Summary

The purpose of this Report is to provide Council with an updated on the status of outstanding Council Meeting Action Items to 18 November 2020.

Link to Corporate Plan

Strategic Priority: Strong Economic Growth

- There is a confidence in our strong and diverse economy.
- We're open for business and offer investment opportunities that are right for our region.
- We optimise our tourism opportunities, unique experiences and major events.
- Business and industry in our region live local and buy local.
- Our region is a recognised leader in energy, including clean, green renewable energies.

Material Personal Interest/Conflict of Interest

Nil

Officer's Recommendation

That this Report be received and noted.

Background Information

Nil

Report

The purpose of this Report is to provide Council with an update on the status of Outstanding Council Meeting Action Items to the Meeting held on 18 November 2020.

1. Outstanding Council Meeting Action List (As at 18 November 2020)

Meeting date	Item description	File No.	Council Resolution/Task	Responsible Division
21/06/2017	Corporate Services Confidential Report Authorise Chief Executive Officer Negotiate Purchase Properties	AD6.6.2	<p>MOVED by Cr. I.J. Rasmussen Seconded by Cr. R.C. Brown</p> <p>That this Report be received and that:</p> <p>1. Council authorise the Chief Executive Officer to negotiate the acquisition of properties as proposed up to the amount in the table on page 81 of the report.</p> <p style="text-align: right;">CARRIED (7,1)</p>	Corporate Services

Meeting date	Item description	File No.	Council Resolution/Task	Responsible Division
			FOR VOTE: Cr. P.M. McVeigh, Cr R.C. Brown, Cr. C.T. Tillman, Cr. K.A. Maguire, Cr. G.M. Olm, Cr. I.J. Rasmussen, Cr. A.N. Smith AGAINST VOTE: Cr. P.T. Saxelby ABSENT. DID NOT VOTE: Cr. D.E. Ashurst	
23/09/2020	Corporate Services Confidential Report Additional Water Concession Due to Undetected water Leak	AD6.6.2	Moved By: Cr. A. N. Smith Seconded By: Cr. K. A. Bourne That an information Session be held to update Councillors on Council water meter policy outlining the history and precedents used in forming this policy. CARRIED	Corporate Services
23/09/2020	Corporate Services Report of Audit Committee Meeting 18 August 2020	AD6.6.2	Moved By: Cr. M. J. James Seconded By: Cr. P. T. Saxelby That an update be provided by the Chair of the Audit Committee to Councillors at a future information session CARRIED	Corporate Services
23/09/2020	Executive Services Report Cr M. J. James Notice of Motion Development of a Communications and Community Engagement Strategy	AD6.6.2	Moved By: Cr. M. J. James Seconded By: Cr. K. A. Bourne That Council resolves to develop and adopt a communications and community Engagement Strategy to be prepared in consultation with Councillors. CARRIED	Executive Services
28/10/2020	Infrastructure Services Report Charley's Creek Bridge, Burncluith Road Naming Consideration	AD6.6.2	Moved By: Cr. P.T. Saxelby Seconded by: Cr. A.N. Smith That this report be received and that: 1. The bridge over Charley's Creek on Burncluith Road is to be considered for formal naming. CARRIED	Infrastructure Services
28/10/2020	Infrastructure Services Report Charley's Creek Bridge, Burnt Bridge Road Naming Consideration	AD6.6.2	Moved By: Cr. O.G. Moore Seconded by: Cr. K.A. Bourne That this report be received and that: 1. The major culvert structure over Charley's Creek on Burnt Bridge Road is to be considered for formal naming. CARRIED	Infrastructure Services
28/10/2020	Review of Council Meetings Policy	AD6.6.2	Moved By: Cr. M.J. James Seconded By: Cr. A.N. Smith That Council conduct a review of the Council meeting policy and ensure it accommodates recent changes to state legislation. CARRIED	Corporate Services

Consultation (Internal/External)

Chief Executive Officer;
General Manager (Community & Liveability);
General Manager (Corporate Services);
General Manager (Infrastructure Services); and
Relevant Managers, Coordinators and Officers.

Legal/Policy Implications (Justification if applicable)

Nil

Budget/Financial Implications

Nil

Human Rights Considerations

Section 4(b) of the *Human Rights Act 2019* (Qld) (the Human Rights Act) requires public entities 'to act and make decisions in a way compatible with human rights'.

There are no human rights implications associated with this report.

Conclusion

This report is provided to inform Council of the progress of resolutions of Council.

Attachments

Nil

Authored by: J. Weier, SENIOR EXECUTIVE OFFICER

Title Corporate Services Financial Report November 2020

Date 23 November 2020

Responsible Manager E. Lambert, CHIEF FINANCIAL OFFICER

Summary

The purpose of this Report is to provide Council with the Financial Report for the period ending 23 November 2020 and seek approval to carry-over capital expenditure and capital revenue.

Link to Corporate Plan

Strategic Priority: Financial Sustainability

- We are recognised as a financially intelligent and responsible Council.

Material Personal Interest/Conflict of Interest

Nil

Officer's Recommendation

That this Report be received and that Council:

1. notes the Financial Report as at 23 November 2020, and
2. resolves to approve the proposed adjustments to the 2020-21 capital works program, to transfer \$9.220 million of capital expenditure and \$2.437 million of capital revenue to the 2020-21 Capital Works Program for either projects that were not commenced or not completed as detailed in Attachment 2.

Background Information

The Chief Executive Officer is required by Section 204 (2) of the Local Government Regulation 2012 to present the financial report at each meeting of the local government if each meeting is held less frequently than monthly, or monthly. The financial report must state the progress that has been made in relation to the local government's budget for the period of the financial year up to a day as near as practicable to the end of the month before the meeting is held (section 204 (3)).

Report

1. Operating Result

The operating surplus as at the 23 of November 2020 is \$8.462 million compared to a budgeted surplus of \$1.455 million. Council is currently \$7.007 million ahead of budget due to a lag in expenditure. Expenditure is currently \$9.928 million behind budget with a majority of this underspend relating to Materials and Services expenditure (\$7.642 million). There is always a lag in Materials and Services expenditure due to invoices not being accrued at the end of the current month. This month the lag is greater due to one week of the month being outstanding at the time of writing this report.

An analysis of the major variances for each operating revenue and expense item is provided in the following table:

Council Consolidated	Original Budget \$	YTD Budget \$	YTD Actuals \$	Variance \$	Comments
Revenue					
Rates and Utility Charges	(91,355,089)	(45,660,404)	(46,068,202)	(407,798)	Rates and Utility Charges revenue is greater than budget due to favourable QVAS adjustments.
Volumetric	(6,723,086)	-	15,105	15,105	Volumetric revenue has a debit value due to some minor adjustments.
Less: Discounts & Pensioner Remissions	5,317,113	2,683,558	2,256,717	(426,841)	Discount & Pensioner Remissions are under budget due to less people taking up the discount than what was budgeted (\$0.147 million). There is also a phasing issue with water discounts (\$0.225 million). This will correct in the coming months.
Net Rates and Utility Charges	(92,761,062)	(42,976,846)	(43,796,381)	(819,535)	
Fees and Charges	(5,559,170)	(2,444,654)	(2,288,272)	156,382	Fees and Charges revenue is under budget \$0.156 million due to one week of revenue being outstanding.
Rental and Levies	(1,588,400)	(661,830)	(716,590)	(54,760)	Rental and Levies revenue is over budget by \$0.055 million purely due to a phasing issue. No budget concerns.
Sales of Major Services	(26,558,756)	(11,733,408)	(7,619,043)	4,114,365	Sales of Major Services revenue is under budget by \$4.114 million mainly due to: > Commercial Works being behind budget by \$3.715 million. This is due to outstanding progress claims and is a phasing issue. All projects are on schedule and no budget concerns. > Quarry and Gravel Pits being \$0.230 million behind budget as a result of there still being 6 business days left in November at the time of writing this report. Council is expecting sales to be over budget for the year due to additional Commercial works being performed.
Operating Grants, Subsidies and Contributions	(21,451,589)	(6,089,446)	(7,109,918)	(1,020,472)	Operating Grants, Subsidies and Contributions revenue is over budget by \$1.020 million due to: > \$0.430 million received for the Health Services Sector, with additional income being received from the Commonwealth in relation to COVID-19 pandemic and an additional 30 per cent increase in the viability supplement and the residential care homeless supplement. > \$0.395 million received for Communities Combating Pest and Weeds. This was not budgeted. > \$0.200 million received for Trainee/Apprentice grants. This was not budgeted.
Interest Revenue	(1,615,000)	(672,915)	(442,362)	230,553	Interest Revenue has come in under budget \$0.230 million due to November interest revenue outstanding. This will be processed at month end. It is expected that interest revenue will come under budget for the year due to 1% being budgeted, where Council is currently receiving 0.77% as at 23 November 2020.

Council Consolidated	Original Budget \$	YTD Budget \$	YTD Actuals \$	Variance \$	Comments
Other Income	(1,601,075)	(480,180)	(165,781)	314,399	Other income has come in under budget by \$0.314 million mainly due to cinema revenue being behind budget (\$0.207 million) due to COVID-19 working conditions. Legal Fees recovered are also under budget by \$0.125 million with no revenue being received to date.
TOTAL OPERATING REVENUES	(151,135,052)	(65,059,279)	(62,138,346)	2,920,934	
Expenses					
Employee Benefits	57,255,425	23,518,532	21,509,497	(2,009,035)	Employee Benefits are under budget due to one pay period for November being outstanding. It is expected once this pay is processed at the end of the month that Employee Benefits will remain in line with budget.
Less Capitalised Employee Benefits	(4,728,745)	(1,992,382)	(2,259,255)	(266,873)	Capitalised Employee Benefits are better than budget with staff working on more capital works opposed to maintenance. This variance will increase once the last pay for November is processed at month end.
Net Employee Benefits	52,526,680	21,526,150	19,250,242	(2,275,908)	
Materials and Services	58,360,000	23,747,718	16,105,628	(7,642,090)	Materials and Services expenditure is under budget due to outstanding invoices not being accrued at the end of the current month as well as a week of November outstanding at the time of writing this report.
Depreciation and Amortisation	43,869,076	18,278,805	18,278,805	-	
Finance Costs	593,055	51,690	41,307	(10,383)	Finance Costs are under budget due to outstanding bank charges for November. This will be processed at month end.
Corporate Overhead	-	-	-	-	
TOTAL OPERATING EXPENSES	155,348,811	63,604,363	53,675,982	(9,928,381)	
Operating (surplus)/deficit	4,213,759	(1,454,916)	(8,462,363)	(7,007,447)	

2. Capital Revenue and Expenditure

• 2019-20 Capital Carry forward projects to 2020-21

It is proposed that approved 2019-20 capital projects in which the projects did not commence or were not completed as at 30 June 2020 to the value of \$9.220 million in expenditure and \$2.437 million in revenue be carried over to 2020-21. Carry over projects consist of:

- \$1.241 million for COVID-19 Stimulus Projects not completed in 2019-20.
- \$3.810 million expenditure and \$2.437 million revenue for externally funded projects not completed, and;
- \$4.169 million for all other projects not completed.

A full list of these projects is included in the 2019-20 Capital Carry Forward Report (Attachment 2).

- **Capital Revenue**

Capital Revenue is \$0.522 million behind budget as at the 23rd of November 2020. This unfavourable position is mainly due to contributed assets being behind budget \$0.361 million. This budget was an estimate with it hard to quantify what assets will be written on over the course of the year. This is not cash. Capital Contributions are behind budget \$0.222 million, this is purely a timing issue with works complete and outstanding payment claims. No budget concerns.

- **Capital Expenditure**

Capital Expenditure is \$10.319 million behind budget as at the 23rd of November 2020 due to outstanding progress payments and works in progress not being invoiced. There will always be a lag in capital expenditure with works complete and payment for those works. This month the lag is greater due to one week of the month being outstanding at the time of writing this report.

3. Cash and Investments

Council's Cash and Investments at the 23rd of November 2020 totalled \$195.522 million which represents 15.10 months of Operating Expenses including depreciation. The balance as at 30 June 2020 was \$174.933 million. The reason for this increase is due to the first half year's rates being received and high level of funding received. Council expects its cash position to decrease as operational and capital expenditure start to accelerate.

Consultation (Internal/External)

Nil

Legal/Policy Implications (Justification if applicable)

Nil.

Budget/Financial Implications

Council adopted the FY2021 Original Budget on 22 July 2020. The attached One-Page report details the progress made against Year-To-Date (YTD) budget for the period ending 23 November 2020.

Human Rights Considerations

Section 4(b) of the *Human Rights Act 2019* (Qld) (the Human Rights Act) requires public entities 'to act and make decisions in a way compatible with human rights'.

There are no human rights implications associated with this report.

Conclusion

There are currently no budget concerns as at the 23rd of November 2020, however the budget is tight and is being monitored closely. Executive and Management are actively working hard to find savings to help better Councils overall position for the year. The capital budget has increased by \$9.220 million in expenditure and \$2.437 million in revenue due to the 2019-20 carry-forward projects.

Attachments

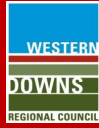
1. One Page Report November 2020
2. 2019-20 Capital Carry Forward Report

Authored by: C. Prain, MANAGEMENT ACCOUNTANT



Western Downs Regional Council
One Page Result
Period Ending: 30 November 2020

	Council Consolidated				Council Net				Commercial Works				Gas				Water				
	Original Budget	YTD Budget	YTD Actuals	YTD Variance	Original Budget	YTD Budget	YTD Actuals	YTD Variance	Original Budget	YTD Budget	YTD Actuals	YTD Variance	Original Budget	YTD Budget	YTD Actuals	YTD Variance	Original Budget	YTD Budget	YTD Actuals	YTD Variance	
Operating Revenue																					
Rates and Utility Charges	(91,355,089)	(45,660,404)	(46,068,202)	(407,798)	(70,892,507)	(35,429,112)	(35,844,222)	(415,110)	-	-	-	-	-	-	-	-	(5,923,280)	(2,961,640)	(2,957,883)	3,757	
Volumetric	(6,723,086)	-	15,105	15,105	-	-	-	-	-	-	-	-	-	-	-	-	(6,723,086)	-	15,105	15,105	
Less: Discounts & Pensioner Remissions	5,317,113	2,683,558	2,256,717	(426,841)	3,955,125	1,977,563	1,830,257	(147,306)	-	-	-	-	-	25,000	25,131	131	635,023	317,512	92,386	(225,126)	
Net Rates and Utility Charges	(92,761,062)	(42,976,846)	(43,796,381)	(819,535)	(66,937,382)	(33,451,549)	(34,013,965)	(562,416)	-	-	-	-	-	25,000	25,131	131	(12,011,343)	(2,644,128)	(2,850,392)	(206,264)	
Fees and Charges	(5,559,170)	(2,444,654)	(2,288,272)	156,382	(2,642,810)	(1,229,499)	(986,182)	243,317	-	-	-	-	(31,000)	(12,915)	(17,669)	(4,754)	(770,000)	(320,835)	(460,471)	(139,636)	
Rental and Levies	(1,588,400)	(661,830)	(716,590)	(54,760)	(1,513,400)	(630,580)	(667,115)	(36,535)	-	-	-	-	-	-	-	-	(75,000)	(31,250)	(49,474)	(18,224)	
Sales of Major Services	(26,558,756)	(11,733,408)	(7,619,043)	4,114,365	-	-	-	-	(12,050,000)	(5,846,944)	(2,131,593)	3,715,351	(3,132,662)	(1,117,098)	(1,016,194)	100,904	(12,070)	(5,030)	(5,677)	(647)	
Operating Grants & Subsidies	(21,451,589)	(6,089,446)	(7,109,918)	(1,020,472)	(21,451,589)	(6,089,446)	(7,109,918)	(1,020,472)	-	-	-	-	-	-	-	-	-	-	-	-	
Interest	(1,615,000)	(672,915)	(442,362)	230,553	(1,615,000)	(672,915)	(421,471)	251,444	-	-	-	-	-	-	-	-	-	-	(14,556)	(14,556)	
Other Income	(1,601,075)	(480,180)	(165,781)	314,399	(1,561,075)	(463,510)	(154,415)	309,095	-	-	-	-	-	-	-	-	-	-	(11,366)	(11,366)	
TOTAL OPERATING REVENUES	(151,135,052)	(65,059,279)	(62,138,346)	2,920,934	(95,721,256)	(42,537,499)	(43,353,067)	(815,568)	(12,050,000)	(5,846,944)	(2,131,593)	3,715,351	(3,163,662)	(1,105,013)	(1,008,732)	96,281	(12,868,413)	(3,001,243)	(3,391,936)	(390,693)	
Operating Expenses																					
Employee Benefits	57,255,425	23,518,532	21,509,497	(2,009,035)	46,999,291	19,219,443	17,438,700	(1,780,743)	2,076,057	866,651	954,086	87,435	365,279	152,373	127,695	(24,678)	4,178,985	1,744,164	1,624,928	(119,236)	
Less Capitalised Employee Benefits	(4,728,745)	(1,992,382)	(2,259,255)	(266,873)	(4,256,418)	(1,776,838)	(2,113,562)	(336,724)	-	-	-	-	-	-	-	-	-	-	(76,018)	(76,018)	
Net Employee Benefits	52,526,680	21,526,150	19,250,242	(2,275,908)	42,742,873	17,442,605	15,325,138	(2,117,467)	2,076,057	866,651	954,086	87,435	365,279	152,373	127,695	(24,678)	4,178,985	1,744,164	1,548,910	(195,254)	
Materials and Services	58,360,000	23,747,718	16,105,628	(7,642,090)	27,442,493	11,288,170	7,860,499	(3,427,671)	8,691,790	3,841,708	2,717,167	(1,124,541)	1,179,815	491,540	262,171	(229,369)	4,167,079	1,587,655	1,582,507	(5,148)	
Depreciation and Amortisation	43,869,076	18,278,805	18,278,805	-	36,544,733	15,226,985	15,226,985	-	-	-	-	-	276,836	115,355	115,355	-	4,036,243	1,681,765	1,681,765	-	
Finance Costs	593,055	51,690	41,307	(10,383)	480,878	51,690	41,307	(10,383)	-	-	-	-	45,650	-	-	-	28,490	-	-	-	
Corporate Overhead	-	-	-	-	(4,208,017)	(1,753,345)	(1,753,345)	-	456,576	190,240	190,240	-	298,210	124,255	124,255	-	1,468,926	612,055	612,055	-	
TOTAL OPERATING EXPENSES	155,348,811	63,604,363	53,675,982	(9,928,381)	103,002,960	42,256,105	36,700,585	(5,555,520)	11,224,423	4,898,599	3,861,492	(1,037,107)	2,165,790	883,523	629,476	(254,047)	13,879,723	5,625,639	5,425,237	(200,402)	
Operating (surplus)/deficit	4,213,759	(1,454,916)	(8,462,363)	(7,007,447)	7,281,704	(281,394)	(6,652,482)	(6,371,088)	(825,577)	(948,345)	1,729,899	2,678,244	(997,872)	(221,490)	(379,256)	(157,766)	1,011,310	2,624,396	2,033,301	(591,095)	
Capital Revenue																					
Capital Grants & Subsidies	(21,529,823)	(8,432,514)	(8,658,256)	(225,742)	(21,529,823)	(8,432,514)	(8,658,256)	(225,742)	-	-	-	-	-	-	-	-	-	-	-	-	
Contributions	(2,089,578)	(816,473)	(594,712)	221,761	(2,089,578)	(816,473)	(594,712)	221,761	-	-	-	-	-	-	-	-	-	-	-	-	
Contributions - Contributed Assets	(1,000,000)	(416,667)	(55,404)	361,263	(1,000,000)	(416,667)	(26,736)	389,931	-	-	-	-	-	-	-	-	-	-	-	-	
Contributions from Developers - Cash	(700,000)	(291,667)	(154,848)	136,819	(700,000)	(291,667)	(79,509)	212,158	-	-	-	-	-	-	-	-	-	-	(43,839)	(43,839)	
Disposal of Non-Current Assets	(850,000)	(354,167)	(326,246)	27,921	(850,000)	(354,167)	(326,246)	27,921	-	-	-	-	-	-	-	-	-	-	-	-	
TOTAL CAPITAL REVENUE	(26,169,401)	(10,311,487)	(9,789,466)	522,021	(26,169,401)	(10,311,487)	(9,685,459)	626,028	-	-	-	-	-	-	-	-	-	-	(43,839)	(43,839)	
Capital Expenses																					
Restoration of Land Provision	-	-	17,277	17,277	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Capital Expense Write-Off	9,200,000	3,833,333	1,958,123	(1,875,210)	8,200,000	3,416,667	1,671,524	(1,745,143)	-	-	-	-	-	-	-	-	800,000	333,333	73,130	(260,203)	
TOTAL CAPITAL EXPENDITURE	9,200,000	3,833,333	1,975,400	(1,857,933)	8,200,000	3,416,667	1,671,524	(1,745,143)	-	-	-	-	-	-	-	-	800,000	333,333	73,130	(260,203)	
Net Result (surplus)/deficit	(12,755,642)	(7,933,070)	(16,276,429)	(8,343,360)	(10,687,697)	(7,176,214)	(14,666,417)	(7,490,203)	(825,577)	(948,345)	1,729,899	2,678,244	(997,872)	(221,490)	(379,256)	(157,766)	1,811,310	2,957,729	2,062,592	(895,138)	
Capital Funding Applications																					
Capital Expenditure - New Assets	17,310,894	3,221,205	2,144,615	(1,076,590)	16,735,894	3,021,205	2,129,865	(891,340)	-	-	-	-	-	-	-	-	-	-	-	-	
Capital Expenditure - Upgrade Assets	9,610,468	3,505,917	1,770,824	(1,735,093)	8,493,033	3,255,448	1,691,654	(1,563,794)	-	-	-	-	-	-	-	-	897,872	176,430	49,061	(127,369)	
Capital Expenditure - Replacement Assets	50,587,994	17,854,477	10,347,076	(7,507,401)	43,218,190	15,046,942	9,256,188	(5,790,754)	-	-	-	-	-	-	-	-	3,800,212	1,346,492	493,323	(853,169)	
Loan Principal	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Land Rehab	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
	77,509,356	24,581,599	14,262,515	(10,319,084)	68,447,117	21,323,595	13,077,707	(8,245,888)	-	-	-	-	-	-	-	-	4,698,084	1,522,922	542,384	(980,538)	



Western Downs Regional Council
One Page Result
Period Ending: 30 November 2020

	Sewerage				Quarry				Waste				Saleyards				Washdown Bays			
	Original Budget	YTD Budget	YTD Actuals	YTD Variance	Original Budget	YTD Budget	YTD Actuals	YTD Variance	Original Budget	YTD Budget	YTD Actuals	YTD Variance	Original Budget	YTD Budget	YTD Actuals	YTD Variance	Original Budget	YTD Budget	YTD Actuals	YTD Variance
Operating Revenue																				
Rates and Utility Charges	(9,008,465)	(4,504,233)	(4,503,679)	554	-	-	-	-	(5,530,837)	(2,765,419)	(2,762,418)	3,001	-	-	-	-	-	-	-	-
Volumetric	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Less: Discounts & Pensioner Remissions	450,423	225,212	194,294	(30,918)	-	-	-	-	276,542	138,271	114,649	(23,622)	-	-	-	-	-	-	-	-
Net Rates and Utility Charges	(8,558,042)	(4,279,021)	(4,309,385)	(30,364)	-	-	-	-	(5,254,295)	(2,627,148)	(2,647,770)	(20,622)	-	-	-	-	-	-	-	-
Fees and Charges	-	-	(1,203)	(1,203)	-	-	-	-	(1,715,360)	(714,740)	(537,053)	177,687	-	-	-	-	(400,000)	(166,665)	(285,693)	(119,028)
Rental and Levies	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Sales of Major Services	(12,070)	(5,030)	(3,537)	1,493	(8,551,954)	(3,527,306)	(3,296,878)	230,428	-	-	-	-	(2,800,000)	(1,232,000)	(1,165,163)	66,837	-	-	-	-
Operating Grants & Subsidies	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Interest	-	-	(4,550)	(4,550)	-	-	-	-	-	-	(1,785)	(1,785)	-	-	-	-	-	-	-	-
Other Income	-	-	-	-	-	-	-	-	(40,000)	(16,670)	-	16,670	-	-	-	-	-	-	-	-
TOTAL OPERATING REVENUES	(8,570,112)	(4,284,051)	(4,318,675)	(34,624)	(8,551,954)	(3,527,306)	(3,296,878)	230,428	(7,009,655)	(3,358,558)	(3,186,608)	171,950	(2,800,000)	(1,232,000)	(1,165,163)	66,837	(400,000)	(166,665)	(285,693)	(119,028)
Operating Expenses																				
Employee Benefits	1,367,262	570,653	586,029	15,376	1,156,494	501,063	424,798	(76,265)	478,263	199,649	144,372	(55,277)	500,045	208,704	168,694	(40,010)	133,749	55,832	40,195	(15,637)
Less Capitalised Employee Benefits	-	-	(4,287)	(4,287)	(472,327)	(215,544)	(60,051)	155,493	-	-	-	-	-	-	(5,337)	(5,337)	-	-	-	-
Net Employee Benefits	1,367,262	570,653	581,742	11,089	684,167	285,519	364,747	79,228	478,263	199,649	144,372	(55,277)	500,045	208,704	163,358	(45,346)	133,749	55,832	40,195	(15,637)
Materials and Services	1,419,217	572,170	530,925	(41,245)	5,508,461	2,330,270	1,018,525	(1,311,745)	8,011,672	2,891,760	1,625,382	(1,266,378)	1,448,399	590,835	393,023	(197,812)	491,074	153,610	115,429	(38,181)
Depreciation and Amortisation	2,116,623	881,930	881,930	-	22,394	9,330	9,330	-	424,371	176,825	176,825	-	419,208	174,670	174,670	-	28,668	11,945	11,945	-
Finance Costs	-	-	-	-	1,467	-	-	-	14,636	-	-	-	2,991	-	-	-	18,943	-	-	-
Corporate Overhead	841,587	350,660	350,660	-	352,460	146,860	146,860	-	527,143	219,645	219,645	-	209,279	87,200	87,200	-	53,836	22,430	22,430	-
TOTAL OPERATING EXPENSES	5,744,689	2,375,413	2,345,256	(30,157)	6,568,949	2,771,979	1,539,461	(1,232,518)	9,456,085	3,487,879	2,166,225	(1,321,654)	2,579,922	1,061,409	818,251	(243,158)	726,270	243,817	189,999	(53,818)
Operating (surplus)/deficit	(2,825,423)	(1,908,638)	(1,973,419)	(64,781)	(1,983,005)	(755,327)	(1,757,417)	(1,002,090)	2,446,430	129,321	(1,020,383)	(1,149,704)	(220,078)	(170,591)	(346,913)	(176,322)	326,270	77,152	(95,694)	(172,846)
Capital Revenue																				
Capital Grants & Subsidies	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Contributions	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Contributions - Contributed Assets	-	-	(28,668)	(28,668)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Contributions from Developers - Cash	-	-	(31,500)	(31,500)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Disposal of Non-Current Assets	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
TOTAL CAPITAL REVENUE	-	-	(60,168)	(60,168)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Capital Expenses																				
Restoration of Land Provision	-	-	-	-	-	-	2,928	2,928	-	-	14,349	14,349	-	-	-	-	-	-	-	-
Capital Expense Write-Off	100,000	41,667	106,263	64,596	-	-	-	-	-	-	-	-	100,000	41,667	107,206	65,539	-	-	-	-
TOTAL CAPITAL EXPENDITURE	100,000	41,667	106,263	64,596	-	-	2,928	2,928	-	-	14,349	14,349	100,000	41,667	107,206	65,539	-	-	-	-
Net Result (surplus)/deficit	(2,725,423)	(1,866,971)	(1,927,324)	(60,352)	(1,983,005)	(755,327)	(1,754,489)	(999,162)	2,446,430	129,321	(1,006,034)	(1,135,355)	(120,078)	(128,924)	(239,707)	(110,782)	326,270	77,152	(95,694)	(172,846)
Capital Funding Applications																				
Capital Expenditure - New Assets	-	-	-	-	-	-	-	-	500,000	200,000	14,750	(185,250)	-	-	-	-	75,000	-	-	-
Capital Expenditure - Upgrade Assets	214,927	74,039	30,109	(43,930)	-	-	-	-	4,636	-	-	-	-	-	-	-	-	-	-	-
Capital Expenditure - Replacement Assets	3,184,751	1,201,202	591,730	(609,472)	-	-	-	-	115,752	115,752	-	(115,752)	269,089	144,089	5,835	(138,254)	-	-	-	-
Loan Principal	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Land Rehab	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	3,399,678	1,275,241	621,839	(653,402)	-	-	-	-	620,388	315,752	14,750	(301,002)	269,089	144,089	5,835	(138,254)	75,000	-	-	-

COVID-19 Stimulus Projects

Project No	Capital Project	Project Status	Expenditure	Income	Comments
11100.0219.0058	Chinchilla Cultural Centre Refurbishment	In Progress	\$ 593,400	\$ -	Project to be carried over to 2020-21. Project scope changed to allow for the refurbishment of the Chinchilla Cultural Centre. Expected completion end of December.
66500.0261.0176	Tara Lagoon Project	In Progress	\$ 167,349	\$ -	Project to be carried over to 2020-21. Budget was split over 2 years (2019-20 & 2020-21). Due to unavoidable delays no money was spent in 2019-20. Design complete.
11100.0219.0075	Dalby & Chinchilla Cinema/Auditorium upgrade	In Progress	\$ 135,000	\$ -	Project to be carried over to 2020-21. Budget was split over 2 years (2019-20 & 2020-21). Due to unavoidable delays no money was spent in 2019-20. Purchase order issued for seating and carpeting for Chinchilla. Works scheduled in February to align with quiet period. No further works will be undertaken for Dalby due to the MyALL 107 upgrade.
11100.0215.0174	Replace Secretary Building Dalby Showgrounds	In Progress	\$ 100,000	\$ -	Project to be carried over to 2020-21. Budget was split over 2 years (2019-20 & 2020-21). Due to unavoidable delays no money was spent in 2019-20. Demolition of old building complete. Reviewing tenders.
11100.0217.0116	Shade sails over the eastern side of the outdoor pool grass area at the Dalby Aquatic Centre	In Progress	\$ 90,000	\$ -	Project to be carried over to 2020-21. Budget was split over 2 years (2019-20 & 2020-21). Due to unavoidable delays no money was spent in 2019-20. Chair installation of seats complete, shade sails and turfing to be completed mid November.
11100.0057.0055	Miles Centennial Sports Oval Toilet Replacement	In Progress	\$ 45,000	\$ -	Project to be carried over to 2020-21. Budget was split over 2 years (2019-20 & 2020-21). Due to unavoidable delays no money was spent in 2019-20. Demolition works of the toilet blocks and construction are all aligned. Works to commence January 2021.
11300.0233.0014	Extension to Welcome to WDRC Signs	In Progress	\$ 40,000	\$ -	Project to be carried over to 2020-21. Budget was split over 2 years (2019-20 & 2020-21). Due to unavoidable delays in the approval processes no money was spent in 2019-20.
11100.0220.0305	Tara Memorial Soldiers Hall Replace Chairs	Project Complete	\$ 30,000	\$ -	Project to be carried over to 2020-21. Budget was split over 2 years (2019-20 & 2020-21). Due to unavoidable delays no money was spent in 2019-20. Project now complete.
11100.0217.0114	Dalby Aquatic Centre Carpark Extension Myall Creek Side & Concrete Sealing Under the 25m Pool	In Progress	\$ 24,000	\$ -	Project to be carried over to 2020-21. Budget was split over 2 years (2019-20 & 2020-21). Due to unavoidable delays no money was spent in 2019-20. Infrastructure Services undertaking design component.
11100.0220.0302	Community Halls Painting Package	In Progress	\$ 24,000	\$ -	Project to be carried over to 2020-21. Budget was split over 2 years (2019-20 & 2020-21). Due to unavoidable delays no money was spent in 2019-20. Project commenced early August, completion by end November.
11100.0218.0088	Bell Golf Club Building Replacement	In Progress	\$ 20,000	\$ -	Project to be carried over to 2020-21. Budget was split over 2 years (2019-20 & 2020-21). Due to unavoidable delays no money was spent in 2019-20. Request for quotation closed for demolition. Request for quotation being prepared for new facility after further discussion with user group.
11100.0215.0178	Tara Showgrounds Founders Pavilion Roof & Wall Lining Replacement	In Progress	\$ 20,000	\$ -	Project to be carried over to 2020-21. Budget was split over 2 years (2019-20 & 2020-21). Due to unavoidable delays no money was spent in 2019-20. Scope has been finalised, currently in design stage. Expected completion for design 16 November.
66400.0258.0078	Installation Shade Structure and seating at Tanderra Lawn Cemetery Garden of Angels in Chinchilla	Project Complete	\$ 11,250	\$ -	Project to be carried over to 2020-21. Budget was split over 2 years (2019-20 & 2020-21). Due to unavoidable delays no money was spent in 2019-20. Project now complete.
11100.0215.0179	Tara Showgrounds Grandstand and Bar Roof Sheeting replacement	In Progress	\$ 10,000	\$ -	Project to be carried over to 2020-21. Budget was split over 2 years (2019-20 & 2020-21). Due to unavoidable delays no money was spent in 2019-20. Scope has been finalised, currently in design stage. Expected completion for design 16 November.
66400.0258.0081	Installation of Storage Shed Wandoan Cemetery	Project Complete	\$ 10,000	\$ -	Project to be carried over to 2020-21. Budget was split over 2 years (2019-20 & 2020-21). Due to unavoidable delays no money was spent in 2019-20. Project now complete.
66500.0261.0228	Replace Picnic Shelters at Pioneer Park Kogan	Project Complete	\$ 10,000	\$ -	Project to be carried over to 2020-21. Budget was split over 2 years (2019-20 & 2020-21). Due to unavoidable delays no money was spent in 2019-20. Project now complete.
11100.0305.0007	Miles SES 4 Bay Equipment Storage Shed	In Progress	\$ 6,000	\$ -	Project to be carried over to 2020-21. Budget was split over 2 years (2019-20 & 2020-21). Due to unavoidable delays no money was spent in 2019-20. Contractor to commence works early December.
11100.0057.0056	Archibald Street Toilet Block Revitalisation	In Progress	\$ 5,000	\$ -	Project to be carried over to 2020-21. Budget was split over 2 years (2019-20 & 2020-21). Due to unavoidable delays no money was spent in 2019-20. Contract has been awarded with construction due to start early January 2021.
11100.0239.0027	Painting Package - 2 houses	In Progress	\$ 4,500	\$ -	Project to be carried over to 2020-21. Purchase order issued. Painting of one house complete, second house to be completed by mid December.
66400.0258.0080	Replace Miles Cemetery Fence	Project Complete	\$ 3,490	\$ -	Project to be carried over to 2020-21. Budget was split over 2 years (2019-20 & 2020-21). Due to unavoidable delays no money was spent in 2019-20. Project now complete.
11100.0219.0077	Refurbishment of the Miles Civic Centre Bar Area	In Progress	\$ 3,000	\$ -	Project to be carried over to 2020-21. Budget was split over 2 years (2019-20 & 2020-21). Due to unavoidable delays no money was spent in 2019-20. Delivery of table and chairs expected early November.
66500.0261.0218	Upgrade of Waterloo Plains Environmental Park Wandoan	In Progress	\$ (6,900)	\$ -	2020-21 budgeted project. Money spent in 2019-20 for design works. 2020-21 budget to be reduced to account for this spend in 2019-20. Request for quotation sent, closes 16 November.
66500.0261.0232	Chinchilla Weir Strategic Tourism	In Progress	\$ (15,531)	\$ -	2020-21 budgeted project. Money spent in 2019-20 for design works. 2020-21 budget to be reduced to account for this spend in 2019-20. Request for quotation sent, closes 16 November.
66500.0261.0234	Caliguel Lagoon Strategic Tourism	In Progress	\$ (15,720)	\$ -	2020-21 budgeted project. Money spent in 2019-20 for design works. 2020-21 budget to be reduced to account for this spend in 2019-20. Request for quotation sent, closes 16 November.
66500.0261.0233	Lake Broadwater Strategic Tourism	In Progress	\$ (18,673)	\$ -	2020-21 budgeted project. Money spent in 2019-20 for design works. 2020-21 budget to be reduced to account for this spend in 2019-20. Request for quotation sent, closes 16 November.
11100.0219.0078	Chinchilla Cultural Precinct	In Progress	\$ (54,515)	\$ -	2020-21 budgeted project. Money spent in 2019-20 for design works. 2020-21 budget to be reduced to account for this spend in 2019-20. Project on hold, waiting on engineer to provide details in relation to HVAC.
Total COVID-19 Stimulus Projects			\$ 1,240,650	\$ -	

Externally Funded Projects

Project No	Capital Project	Project Status	Expenditure	Income	Comments
66100.0085.1415	Sherwood Road upgrade Ch 0 - 6.81	In Progress	\$ 1,403,814	\$ (584,910)	Project to be carried over to 2020-21. Always scheduled to start in 2020-21. Budget was pulled back for early works. Works due to commence in November and continue through to May 2021.
11100.0219.0059	Digital Billboards for Tourism, Events & Disaster Recovery Notifications	Project Complete	\$ 598,353	\$ (325,000)	Project to be carried over to 2020-21. Digital billboards have been installed and are operational. Safety cages to be installed mid November. Project now complete.
11100.0219.0057	Myall 107 Master Plan Implementation	In Progress	\$ 535,087	\$ (300,000)	Project to be carried over to 2020-21. Urgent roof repairs and remediation works completed with estimated final cost of this project to be \$99,478. The remainder of this budget to be redistributed to other W4Q projects in 2020-21.
66100.0085.1124	Clifford Road (24.54 - 31.48) Bitumen Upgrade Stage 2	In Progress	\$ 370,752	\$ (247,522)	Project to be carried over to 2020-21. Resource Sector funded project. Delays relating to land acquisition.
66500.0261.0177	Warrego Highway - Landscaping	In Progress	\$ 252,731	\$ -	Project to be carried over to 2020-21. Remaining budget to be used on Condamine Street.
66500.0261.0202	Myall Creek Linear Park - Amos Street Precinct	In Progress	\$ 143,457	\$ (71,730)	Project to be carried over to 2020-21. Project to be completed in May 2021.
66500.0261.0188	Supply lighting to major landmarks within the WDRC region	In Progress	\$ 90,673	\$ (60,000)	Project to be carried over to 2020-21. Works to be completed March 2021
66100.0085.1421	QGC Ravens Road - Ch0.00 to 3.74 Medium Formation Grading (with water) + Gravel Patching	Project Complete	\$ 71,231	\$ (129,620)	Project to be carried over to 2020-21. Resource Sector funded project. Project now complete.
11100.0056.0018	Extend the MYCNC Car Park	Project Complete	\$ 68,938	\$ (80,000)	Project to be carried over to 2020-21. \$32,471 of expenditure paid in 2020-21 for this project. Project now complete. Remaining budget of \$36,467 to be allocated to other W4Q projects. Project now complete.
11100.0057.0050	New amenities for the Chinchilla Weir	Project Complete	\$ 62,361	\$ (110,000)	Project to be carried over to 2020-21. This project is now complete however remaining budget of \$62,361 allocated under Works 4 Queensland has been requested to transfer to other W4Q projects. Project now complete.
11100.0057.0051	Install new toilet in park near the small cafe in Wandoan	In Progress	\$ 60,000	\$ (30,000)	Project to be carried over to 2020-21. This was a 2019-2021 Works for Qld funded project. Project suspended. Money to be transferred to other W4Q projects.
66100.0085.1123	Clifford Road (31.48 - 38.5) Bitumen Upgrade Stage 1 (APLNG)	In Progress	\$ 50,000	\$ (25,928)	Project to be carried over to 2020-21. Resource Sector funded project.
66500.0261.0190	Thomas Jack Park Facilities- Rotunda	In Progress	\$ 40,000	\$ (20,000)	Project to be carried over to 2020-21. Repairs to rotunda complete. W4Q funding to be reallocated to other projects.
11100.0219.0055	Refurbishment of the Western Downs Cinemas	In Progress	\$ 34,186	\$ (40,000)	Project to be carried over to 2020-21. This \$34,186k to be incorporated into the COVID Stimulus Project - Dalby & Chinchilla /Cinema Auditorium Upgrade (11100.0219.0075) funded under W4Q.
66500.0261.0198	Installation of Children Size Furniture in 4 local parks across the Region	Project Complete	\$ 19,974	\$ -	Project to be carried over to 2020-21. Project now complete.
66500.0261.0191	Continuation of the adopt a tree program stage 4 and 5	Project Complete	\$ 8,328	\$ (150,000)	Project to be carried over to 2020-21. Stages 4 & 5 Complete. Awaiting final invoices. Carry over requested for 2020-21 for proposed W4Q variation stages. Project now complete.
66500.0261.0070	Lions Park Swing	Project Complete	\$ -	\$ (7,500)	Income to be carried over. \$7,500 (50%) was received in 2018-19. Project still in progress. Funding to be redistributed to other W4Q projects. Project now complete.
66500.0261.0185	Dalby Diplock Skatepark- Supply and installation of a shade structure for Skaters	Project Complete	\$ -	\$ (10,000)	Income to be carried over. \$10,000 (50%) was received in 2018-19. Project still in progress. Funding to be redistributed to other W4Q projects. Project now complete.
66500.0261.0194	Rotary Park - Shade Cover	Project Complete	\$ -	\$ (10,000)	Income to be carried over. \$10,000 (50%) was received in 2018-19. Project still in progress. Funding to be redistributed to other W4Q projects. Project now complete.
66500.0261.0196	Brigalow - Queens Park - Upgrade combination playground and softfall	Project Complete	\$ -	\$ (10,000)	Income to be carried over. \$10,000 (50%) was received in 2018-19. Project still in progress. Funding to be redistributed to other W4Q projects. Project now complete.
66500.0261.0184	Chinchilla Skate Park- Shade and seating	Project Complete	\$ -	\$ (12,500)	Income to be carried over. \$12,500 (50%) was received in 2018-19. Project still in progress. Funding to be redistributed to other W4Q projects. Project now complete.
66500.0261.0071	Williams Park Playground	Project Complete	\$ -	\$ (15,000)	Income to be carried over. \$15,000 (50%) was received in 2018-19. Project still in progress. Funding to be redistributed to other W4Q projects. Project now complete.
66500.0261.0193	Gerrard Park Softfall	Project Complete	\$ -	\$ (15,000)	Income to be carried over. \$15,000 (50%) was received in 2018-19. Project still in progress. Funding to be redistributed to other W4Q projects. Project now complete.
66500.0261.0065	Kaimkillenbun Park Playground	Project Complete	\$ -	\$ (17,500)	Income to be carried over. \$17,500 (50%) was received in 2018-19. Project still in progress. Funding to be redistributed to other W4Q projects. Project now complete.
66500.0261.0145	Railway Park - Replace Softfall	Project Complete	\$ -	\$ (42,500)	Income to be carried over. \$42,500 (50%) was received in 2018-19. Project still in progress. Funding to be redistributed to other W4Q projects. Project now complete.

Project No	Capital Project	Project Status	Expenditure	Income	Comments
66500.0261.0199	Open Space Activation Jandowae CBD	Project Complete	\$ -	\$ (50,000)	Income to be carried over. \$50,000 (50%) was received in 2018-19. Project still in progress. Funding to be redistributed to other W4Q projects. Project now complete.
66100.0085.1411	Kesslers Road Chinchilla - Tara Road Intersection Works - Origin	Project Complete	\$ -	\$ (72,808)	Income to be carried over. Awaiting final payment. Project now complete.
Total Externally Funded Projects			\$ 3,809,885	\$ (2,437,518)	
All other Projects					
Project No	Capital Project	Project Status	Expenditure	Income	Comments
55100.0075.0087	Treatment Plant Capacity	In Progress	\$ 891,960	\$ -	Project to be carried over to 2020-21. Project pending business case outcome. Budget carried forward for design & construct of the Dalby RO4.
66100.0085.0783	Warrego Highway - Wambo Street (OLC Project)	In Progress	\$ 590,298	\$ -	Project to be carried over to 2020-21. Works to be completed following OLC Project in 20-21.
55100.0075.0105	Regional SCADA Upgrade Water Stage 2	In Progress	\$ 409,458	\$ -	Project to be carried over to 2020-21. Works expected to start in June 2020 with estimated completion 25.01.2021.
55300.0075.0038	Regional SCADA Upgrade Sewerage - Stage 2	In Progress	\$ 374,930	\$ -	Project to be carried over to 2020-21. Works expected to start in June 2020 with estimated completion 25.01.2021.
55300.0075.0040	Jandowae Wastewater Treatment Plant Upgrade	In Progress	\$ 349,704	\$ -	Project to be carried over to 2020-21. This project is under consideration pending discussions with the Department of Environment and Science regulator following identification of non-compliance with licence conditions. The project will undertake public consultation to field opportunities for large scaled recycled water use. The project also needs to consider any effluent disposal or plant modifications required to meet negotiated decisions.
55300.0081.0083	Regional Sewer Main Relining	In Progress	\$ 325,044	\$ -	Project to be carried over to 2020-21. The relining portion is estimated to be completed by 22/05/2021.
66100.0085.1202	Regional Resheet Budget (19/20)	Project Complete	\$ 292,649	\$ -	Project to be carried over to 2020-21. Project now complete.
55100.0075.0070	Regional Asset Replacement for treatment plant, pumps etc	In Progress	\$ 268,683	\$ -	Project to be carried over to 2020-21. Project in progress. Civil, Mechanical & Electrical works are planned to start in August 2020 and be completed by November/December 2020. Chinchilla High Service.
22400.0257.0043	Dalby Saleyards - replace double decker ramp and supporting pens	Project Complete	\$ 150,000	\$ -	Project to be carried over to 2020-21. Minor defects to be completed dependant on pen replacement. Project now complete.
66500.0261.0203	Miles CBD Streetscaping	In Progress	\$ 145,545	\$ -	Project to be carried over to 2020-21. Detailed Design in progress. Civil engineering plans awaiting Department of Transport & Main Roads approval. Bulk of landscaping will be complete end of November.
44250.0061.0012	Gravel pad and bunding for the Dalby Washdown	In Progress	\$ 75,000	\$ -	Project to be carried over to 2020-21. Project progressing well. Consultant Engineers have progressed detailed design (i.e. tailoring WDRC template transfer station to this site).
22400.0257.0035	Pen Replacement Program	In Progress	\$ 69,089	\$ -	Project to be carried over to 2020-21. Final measurements being undertaken by ProWay, to be completed by end of November.
66100.0085.0871	Wambo Street - Extend Seal including Kerb and Channel	In Progress	\$ 65,000	\$ -	Project to be carried over to 2020-21. Works to be completed following OLC Project in 20-21.
66100.0087.0089	Price Street Drainage (OLC)	Project Complete	\$ 61,190	\$ -	Project to be carried over to 2020-21. Project now complete.
66800.0276.0450	New - Bunded Depot Ad-Blue Tanks x 5	In Progress	\$ 57,500	\$ -	Project to be carried over to 2020-21. Original units that were budgeted for are no longer available. Currently looking at quotes and finalising pricing and capability.
66800.0276.0426	2019/20 White Fleet Replacement Program	Project Complete	\$ 39,421	\$ -	Project to be carried over to 2020-21. Project complete with 1 vehicle received in July (\$39,421). Budget to be moved from other completed Fleet projects (66800.0276.437 & 66800.0276.0438) which came under budget to fund this vehicle. Approved by General Manager and Fleet committee 23/06/20. Project now complete.
11100.0218.0083	Jandowae Squash Courts - Provide emergency external stairs, lighting & viewing area railing	In Progress	\$ 35,000	\$ -	Project to be carried over to 2020-21. Onsite meetings to be held with contractor.
66500.0261.0200	Upgrade to Waterloo Plain Enviro Park Wandoan	Project Complete	\$ 34,500	\$ -	Project to be carried over to 2020-21. Design complete.
66200.0209.0027	Dalby Aerodrome - reseal taxiway	Project Complete	\$ 32,591	\$ -	Project to be carried over to 2020-21. Project now complete.
66500.0261.0100	Thomas Jack Park Replacement of concrete picnic settings	In Progress	\$ 30,000	\$ -	Project to be carried over to 2020-21. Works to commence in November.
11100.0219.0049	Replacement of the Commercial hot plate burners and oven at the Miles Leichhardt Hall Kitchen	In Progress	\$ 30,000	\$ -	Project to be carried over to 2020-21. Grease trap and combi oven installed. Reverse osmosis component to be installed by end of November.
66100.0085.1270	Dixon Street Floodway Construction (890m - 940m)	In Progress	\$ 27,454	\$ -	Project to be carried over to 2020-21. In planning stage, yet to be scheduled in 2020/21.
66400.0258.0069	Construction of columbarium pillars at the Moonie Cemetery.	Project Complete	\$ 22,000	\$ -	Project to be carried over to 2020-21. Project now complete.
66600.0262.0083	Tara Depot Toilet Block Refurbishment	In Progress	\$ 11,248	\$ -	Project to be carried over to 2020-21. Perusing prefab unit including separate female toilet. Issues finding contractors willing to quote.
66600.0262.0078	Chinchilla Council Depot Washdown Bay	In Progress	\$ 7,212	\$ -	Project to be carried over to 2020-21. Project in progress.
44400.0066.0026	Construction of a C&D (Construction & Demolition) sorting area at Dalby Waste & Recycling Centre	Project Complete	\$ 4,636	\$ -	Project to be carried over to 2020-21. Project now complete.
66100.0085.1206	Kents Rd (7.22 - 13.87) Upgrade	Project Complete	\$ 3,914	\$ -	Project to be carried over to 2020-21. Project now complete.
11100.0302.0055	Outdoor Area at Tara Library	Project Complete	\$ 2,963	\$ -	Project to be carried over to 2020-21. Project now complete.
66600.0262.0085	Miles - Decommission Old Emulsion Tank & Commission new 25,000L Tank	Project Complete	\$ 2,875	\$ -	Project to be carried over to 2020-21. Project now complete.
66100.0086.0044	Nathan Rd (Ch 8.635) - Bridge rehabilitation	Project Complete	\$ 2,300	\$ -	Project to be carried over to 2020-21. Project now complete.
55100.0077.0125	Regional Water mains replacements	Project Complete	\$ 1,637	\$ -	Project to be carried over to 2020-21. Project now complete.
11300.0233.0007	Install 49 new banner poles in towns throughout Western Downs Region	Project Complete	\$ 506	\$ -	Project to be carried over to 2020-21. Project now complete.
66100.0085.1155	Haystack Rd (00 - 3.30) - Reconstruct	Project Complete	\$ 370	\$ -	Project to be carried over to 2020-21. Project now complete. Underspend due to close location of gravel pit, water source and dry weather, decreased construction time and expenditure.
44100.0060.0002	Chinchilla off Leash Dog Park	Project Complete	\$ 325	\$ -	Project to be carried over to 2020-21. Project now complete. Final invoice received in 2020-21.
66100.0085.1178	Blaxland South Road (00-0.20) - Dust Suppression	Project Complete	\$ (513)	\$ -	2020-21 budgeted project. Money spent in 2019-20 for design works. 2020-21 budget to be reduced to account for this spend in 2019-20.
66100.0085.1290	Hayward St, Warra (00 - 172) - Upgrade to gravel	In Progress	\$ (531)	\$ -	2020-21 budgeted project. Money spent in 2019-20 for design works. 2020-21 budget to be reduced to account for this spend in 2019-20.
66100.0085.1360	Keehn's Rd (0.3 - 2.68) - Upgrade to gravel formation	In Progress	\$ (531)	\$ -	2020-21 budgeted project. Money spent in 2019-20 for design works. 2020-21 budget to be reduced to account for this spend in 2019-20.
66100.0085.1300	Longs Lane (0.02 - 0.07) Reconstruction	In Progress	\$ (603)	\$ -	2020-21 budgeted project. Money spent in 2019-20 for design works. 2020-21 budget to be reduced to account for this spend in 2019-20.
66100.0085.1298	Inveral Rd (1.0 - 1.5) Reconstruct	In Progress	\$ (650)	\$ -	2020-21 budgeted project. Money spent in 2019-20 for design works. 2020-21 budget to be reduced to account for this spend in 2019-20.
66100.0085.1340	Short St./Glasson St intersection upgrade	In Progress	\$ (796)	\$ -	2020-21 budgeted project. Money spent in 2019-20 for design works. 2020-21 budget to be reduced to account for this spend in 2019-20.
66100.0085.1347	Glasson St (1.41 - 1.55) - Upgrade	In Progress	\$ (1,259)	\$ -	2020-21 budgeted project. Money spent in 2019-20 for design works. 2020-21 budget to be reduced to account for this spend in 2019-20.
66100.0085.1363	Challacombe St (0.723 - 0.802) - Upgrade	In Progress	\$ (1,450)	\$ -	2020-21 budgeted project. Money spent in 2019-20 for design works. 2020-21 budget to be reduced to account for this spend in 2019-20.
66100.0085.1346	Broadbent St (0.144 - 0.344) - Upgrade	In Progress	\$ (1,981)	\$ -	2020-21 budgeted project. Money spent in 2019-20 for design works. 2020-21 budget to be reduced to account for this spend in 2019-20.
66100.0085.1210	Jandowae-Maclister Rd (9.23 - 11.70) - Upgrade	In Progress	\$ (2,396)	\$ -	2020-21 budgeted project. Money spent in 2019-20 for design works. 2020-21 budget to be reduced to account for this spend in 2019-20.
66100.0085.1018	Booral Rd (5.69 - 7.66) - Reconstruct	In Progress	\$ (3,668)	\$ -	2020-21 budgeted project. Money spent in 2019-20 for design works. 2020-21 budget to be reduced to account for this spend in 2019-20.
66100.0085.0970	Wood St (2.057 - 2.289) - Reconstruct	In Progress	\$ (3,824)	\$ -	2020-21 budgeted project. Money spent in 2019-20 for design works. 2020-21 budget to be reduced to account for this spend in 2019-20.
66100.0085.1261	Dixon St (1.35 - 2.32) - Upgrade	In Progress	\$ (4,300)	\$ -	2020-21 budgeted project. Money spent in 2019-20 for design works. 2020-21 budget to be reduced to account for this spend in 2019-20.
66100.0085.0969	Jessop St (0.0 - 0.232) - Reconstruct	In Progress	\$ (4,913)	\$ -	2020-21 budgeted project. Money spent in 2019-20 for design works. 2020-21 budget to be reduced to account for this spend in 2019-20.
66100.0085.0951	Nandi Rd (6.65-8.93) - Reconstruct	In Progress	\$ (5,364)	\$ -	2020-21 budgeted project. Money spent in 2019-20 for design works. 2020-21 budget to be reduced to account for this spend in 2019-20.
66100.0085.1299	Marks Lane (00 - 0.23) Reconstruction	In Progress	\$ (5,393)	\$ -	2020-21 budgeted project. Money spent in 2019-20 for design works. 2020-21 budget to be reduced to account for this spend in 2019-20.
66100.0085.0968	Twine St (0.0 - 0.231) - reconstruct	In Progress	\$ (6,090)	\$ -	2020-21 budgeted project. Money spent in 2019-20 for design works. 2020-21 budget to be reduced to account for this spend in 2019-20.
55100.0077.0113	Regional Water Mains Replacements (2020-21)	In Progress	\$ (8,654)	\$ -	2020-21 budgeted project. Money spent in 2019-20 for design works. 2020-21 budget to be reduced to account for this spend in 2019-20.
66100.0085.1301	Burnt Bridge Rd (1.9 - 3.68) - Upgrade	In Progress	\$ (10,782)	\$ -	2020-21 budgeted project. Money spent in 2019-20 for design works. 2020-21 budget to be reduced to account for this spend in 2019-20.
66100.0085.0974	Moreton St (2.289 - 2.521) - Reconstruct	In Progress	\$ (20,662)	\$ -	2020-21 budgeted project. Money spent in 2019-20 for design works. 2020-21 budget to be reduced to account for this spend in 2019-20.
66100.0085.0971	Alfred St (1.36 - 1.59) - Reconstruct	In Progress	\$ (31,347)	\$ -	2020-21 budgeted project. Money spent in 2019-20 for design works. 2020-21 budget to be reduced to account for this spend in 2019-20.
66100.0085.0949	Wood St (0.463 - 0.922) - Reconstruct	In Progress	\$ (37,210)	\$ -	2020-21 budgeted project. Money spent in 2019-20 for design works. 2020-21 budget to be reduced to account for this spend in 2019-20.
66100.0085.0972	Drury St (0.232 - 0.695) - Reconstruct	In Progress	\$ (92,950)	\$ -	2020-21 budgeted project. Money spent in 2019-20 for design works. 2020-21 budget to be reduced to account for this spend in 2019-20.
Total All Other Projects			\$ 4,169,136	\$ -	
Total Carry-Forward Adjustments			\$ 9,219,671	\$ (2,437,518)	

Title Corporate Services Financial Report 2020-21 Mid-Year Review

Date 23 November 2020

Responsible Manager E. Lambert, CHIEF FINANCIAL OFFICER

Summary

The purpose of this Report is for Council to consider the proposed variations to the 2020-21 Annual Budget resulting from the Mid-Year Budget Review.

Link to Corporate Plan

Strategic Priority: Financial Sustainability

- We are recognised as a financially intelligent and responsible Council.

Material Personal Interest/Conflict of Interest

Nil

Officer's Recommendation

That this Report be received and that:

1. The proposed 2020-21 Mid-Year Budget Review is received and noted
2. Council resolves to approve the proposed amendments to the 2020-21 Capital Budget. The proposed amendments are the addition of new capital projects totalling \$0.735 million, and an increase to existing capital projects of \$2.283 million in expenditure and \$8.130 million in capital revenue.

Background Information

Under section 170 (3) of the Local Government Regulation, a local government may by resolution, amend the budget for a financial year at any time before the end of the financial year. The note to section 170 (4) (b) states that a local government may only decide the rates and charges delivered for a financial year at the budget meeting for the financial year.

Report

1. Operational Budget

As a result of the Mid-Year Review, no changes are proposed for Council's Operational Budget, with Councils overall operating position to remain at a \$4.214 million deficit.

2. Capital

The overall budgeted Capital result including the proposed Mid-Year Review adjustments are provided in the following table.

	Expenditure	Income
2020-21 Adopted Capital Works Budget	\$ 64,802,293	\$ (18,903,093)
2019-20 Carry Forward Capital Works Budget	\$ 9,219,671	\$ (2,437,517)
2020-21 Projects Added Since July 2020 (via Council or CEO approval)	\$ 3,806,171	\$ (2,319,663)
2020-21 Mid-Year Adjustments	\$ 3,017,769	\$ (8,129,962)
Revised Capital Works Budget	\$ 80,845,904	\$ (31,790,235)

It is proposed to increase capital expenditure by \$3.018 million and to increase capital revenue by \$8.130 million. Changes to the capital budget are as follows:

- Proposed new projects of \$0.735 million in expenditure.
- An increase of \$2.283 million in expenditure and \$2.285 million of revenue on existing approved capital projects. A majority of this increase relates to the Russell Park Mountain Bike Trails major project in which the budget was split over 3 years. The budget has now been brought back to 2020-21 aligning with funding requirements. The other major increase relates to the flood reconstruction projects. At the time of forming the original budget, the scope of works was unknown with an estimated amount being allocated. Works have now been scoped with QRA (Queensland Reconstruction Authority) approval.
- An increase of \$5.845 million in revenue for approved Stimulus projects. At the time of forming the budget, income was unknown. Income has now been approved through a variety of funding sources (Drought Communities Funding Program, Works for Queensland, Works for Queensland COVID and Local Roads & Community Infrastructure Funding Program).

The details for the proposed 2020-21 Mid-Year Capital variations are shown in the attached Proposed Capital Variations Report - Mid Year Review 2020-21 (Attachment 1).

3. Cash and Investments

Councils Cash balance remains very sound with a balance of \$195.522 million as at 23 November 2020, which represents 15.10 months of Operating Expenses including depreciation. The Mid-year capital adjustments of \$3.018 million in expenditure and \$8.130 million in revenue will have a positive impact on the cash balance with an increase of \$5.112 million.

Consultation (Internal/External)

Executive and Managers were consulted, and all budget amendments agreed.

Legal/Policy Implications (Justification if applicable)

The *Local Government Regulation 2012* states:

170 Adoption and amendment of budget

- (1) A local government must adopt its budget for a financial year—
 - (a) after 31 May in the year before the financial year; but
 - (b) before—
 - (i) 1 August in the financial year; or
 - (ii) a later day decided by the Minister.
- (2) If the budget does not comply with section 169 when it is adopted, the adoption of the budget is of no effect.
- (3) The local government may, by resolution, amend the budget for a financial year at any time before the end of the financial year.
- (4) If the budget does not comply with the following when it is amended, the amendment of the budget is of no effect—
 - (a) section 169;
 - (b) the local government's decision about the rates and charges to be levied for the financial year made at the budget meeting for the financial year.

Note—

A local government may only decide the rates and charges to be levied for a financial year at the budget meeting for the financial year. See the Act, section 94(2).

Budget/Financial Implications

The attached Capital variations report details the proposed adjustments to the capital works program.

Human Rights Considerations

Section 4(b) of the *Human Rights Act 2019* (Qld) (the Human Rights Act) requires public entities 'to act and make decisions in a way compatible with human rights'.

There are no human rights implications associated with this report.

Conclusion

Council's operating budget remains at a deficit for the 2020-21 financial year due to the response to the COVID - 19 pandemic. However, Executive and Management are actively working hard to help better Councils overall position for the full year. The capital expenditure budget has increased by \$3.018 million and capital revenue has increased by \$8.130 million. Councils cash balance will remain very sound.

Over the forecast period, Council will remain in a sound position. There is, however, some risks which Council will need to actively manage.

Attachments

1. Proposed Capital Variations Report - Mid Year Review 2020-21

Authored by: C. Prain, MANAGEMENT ACCOUNTANT

Mid-Year Review adjustments

Proposed New Projects

Project No	Capital Project	Expenditure	Income	Comment
66100.0085.1429	Sherwood Road and Kogan - Condamine Road intersection upgrade	\$ 300,000	\$ -	Upgrade of intersection of Sherwood Road and the Department of Transport & Main Roads Kogan-Condamine Road in conjunction with the upgrade of Sherwood Road Ch 0 - 6.81km (as per MDH's Wallumba Feedlot Expansion Development Approval).
66100.0085.1430	Reconstruction Short St, Chinchilla Ch 30 - 150 to current Urban Access Standard	\$ 130,000	\$ -	Reconstruct and widen Short Street in Chinchilla in conjunction with the approved 2020-21 capital works projects Glasson & Short Street intersection upgrade and Wambo and Inveral Street Chinchilla following with the Department of Transport and Main Roads Warrego Highway Upgrade Project.
66100.0086.0059	Waterloo Plains Environmental Park Pedestrian Bridge Ch 39 (Pulford St Pedestrian Bridge # 2)	\$ 95,000	\$ -	Replacement of pedestrian bridge (including demolition of existing pedestrian bridge).
	Total New Projects	\$ 735,000	\$ -	

Projects (under)/over budget

Project No	Capital Project	Expenditure	Income	Comment
Projects to go over budget				
66500.0261.0238	Russell Park Mountain Bike Trails Strategic Tourism	\$ 1,211,534	\$ (632,767)	Budget split over 3 years. Project to be brought back to 2020-21 to align with funding. Funded by Local Roads & Community Infrastructure Program.
66100.0285.0044	Wandoan District - Flood Reconstruction	\$ 2,417,753	\$ (2,417,753)	The full scope of works was unknown at the time of forming the budget, with \$1mill being allocated to each locality. The locality budgets have been updated in line with current QRA approvals.
66100.0285.0041	Dalby District - Flood Reconstruction	\$ 547,753	\$ (1,022,848)	
66500.0261.0177	Warrego Highway Landscaping Project	\$ 133,325	\$ -	Original budget for this project was \$1.7mill (\$1.5mill contributed from the Department of Transport & Main Roads & \$0.207mill by Council). In 2018-19 \$0.133mill was identified as a saving and not carried over in error. This money will be used on Condamine Street Dalby & Warrego Highway Chinchilla.
66100.0285.0042	Miles District - Flood Reconstruction	\$ 34,643	\$ 224,018	The full scope of works was unknown at the time of forming the budget, with \$1mill being allocated to each locality. The locality budgets have been updated in line with current QRA approvals.
66100.0085.1261	Dixon St (1.35 - 2.32) - Upgrade	\$ 32,300	\$ -	Works completed over budget due to additional works required for drainage realignment due to major scouring issues in this location. This was not included in the original scope.
Projects to come under budget				
66100.0285.0040	Chinchilla District - Flood Reconstruction	\$ (596,197)	\$ 697,148	The full scope of works was unknown at the time of forming the budget, with \$1mill being allocated to each locality. The locality budgets have been updated in line with current QRA approvals.
66100.0285.0043	Tara District - Flood Reconstruction	\$ (561,133)	\$ 670,850	
66100.0085.1068	Drillham South Rd (12.7 - 16.95) Upgrade	\$ (390,669)	\$ -	Savings due to multi year project continuation over 2 financial years (efficiency gains from continuation of works), gravel source within project scope resulting in productivity gains.
66100.0085.1321	Bullock Head Rd (30.40-34.20) - Reconstruct & Widening	\$ (230,350)	\$ -	Savings identified due to gravel pit near project site resulting in productive gains from reduced gravel haul.
66100.0085.0951	Nandi Rd (6.65 - 8.93) - Reconstruct	\$ (135,355)	\$ -	Savings gained due to multi year project continuation over 2 financial years (efficiency gains from continuation of works).
66100.0085.1422	Drilool Road (0.00 - 77.40) Heavy Formation & Gravel Patching (Origin)	\$ (90,782)	\$ 110,899	Works completed. Project has come in under budget.
66100.0085.1424	Freemans Road (0.069 - 1.890) Upgrade QGC	\$ (48,536)	\$ 69,816	Works completed. Project has come in under budget.
66100.0085.1356	Trasks Ln (0.47 - 0.67) - Dust Suppression	\$ (15,000)	\$ -	Works completed. Project has come in under budget due to only a reseal being required.
66100.0085.1423	Nugget Hills Road (0.00 - 6.43) Heavy Formation Grade (Origin)	\$ (11,670)	\$ 15,670	Works completed. Project has come in under budget.
66100.0085.1177	Blaxland South Road (0.52-0.80) - Dust Suppression	\$ (8,500)	\$ -	Works completed. Project has come in under budget.
66100.0085.1178	Blaxland South Road (00-0.20) - Dust Suppression	\$ (6,347)	\$ -	Works completed. Project has come in under budget.
	Total (under) /over budget	\$ 2,282,769	\$ (2,284,967)	

Income added to projects

Project No	Capital Project	Expenditure	Income	Comment
66100.0085.1420	Gravel Resheeting	\$ -	\$ (1,000,000)	At the time of forming the budget, income was unknown. Income has now been approved. Funded through the Drought Communities Funding program.
66500.0261.0235	Tara Lagoon Parklands	\$ -	\$ (866,600)	At the time of forming the budget, income was unknown. Income has now been approved. Funded through Building our Regions program.
66500.0261.0233	Lake Broadwater Strategic Tourism	\$ -	\$ (591,412)	At the time of forming the budget, income was unknown. Income has now been approved. Funded through W4Q COVID funding.
66500.0261.0232	Chinchilla Weir Strategic Tourism	\$ -	\$ (542,357)	At the time of forming the budget, income was unknown. Income has now been approved. Funded through Local Road and Community Infrastructure Program (LRICIP) funding.
66500.0261.0218	Construction of upgrade to Waterloo Plains Park	\$ -	\$ (385,000)	At the time of forming the budget, income was unknown. Income has now been approved. Funded through W4Q COVID funding.
66500.0261.0234	Calliguel Lagoon Strategic Tourism	\$ -	\$ (332,966)	At the time of forming the budget, income was unknown. Income has now been approved. Funded through Local Road and Community Infrastructure Program (LRICIP) funding.
11100.0219.0059	Digital Billboards for Tourism, Events & Disaster Recovery Notifications	\$ -	\$ (325,000)	At the time of forming the budget, income was unknown. Income has now been approved. Funded through W4Q.
11100.0057.0057	Install a new compliant toilet facility and septic system to cater for large crowds during the Condamine Cods football games.	\$ -	\$ (175,000)	At the time of forming the budget, income was unknown. Income has now been approved. Funded through W4Q COVID funding.
66100.0058.0220	Dalby Jandowae Rd footpath upgrade (Warrego Highway to Gosden Drive)	\$ -	\$ (167,000)	At the time of forming the budget, income was unknown. Income has now been approved. Funded through W4Q COVID funding.
66100.0058.0278	Blaxland Rd footpath construct (Owen St to Baystone St)	\$ -	\$ (154,350)	At the time of forming the budget, income was unknown. Income has now been approved. Funded through Local Roads & Community Infrastructure Program funding.
11100.0304.0011	Miles VIC/ Historical Village Entrance & Landscaping Project	\$ -	\$ (150,000)	At the time of forming the budget, income was unknown. Income has now been approved. Funded through W4Q COVID funding.
66100.0058.0250	Blaxland Rd footpath construct (Orpen St to Owen St)	\$ -	\$ (105,000)	At the time of forming the budget, income was unknown. Income has now been approved. Funded through Local Roads & Community Infrastructure Program funding.
66100.0058.0297	Windmill Rd footpath construct (Zeller St to footpath near Frame St)	\$ -	\$ (100,800)	At the time of forming the budget, income was unknown. Income has now been approved. Funded through Local Roads & Community Infrastructure Program funding.
66100.0058.0298	Aerodrome Rd footpath construct (Ch 60 to Nicholson St)	\$ -	\$ (99,300)	At the time of forming the budget, income was unknown. Income has now been approved. Funded through Local Roads & Community Infrastructure Program funding.
66100.0058.0299	Besley St footpath construct (Nicholson St to Condamine St)	\$ -	\$ (91,350)	At the time of forming the budget, income was unknown. Income has now been approved. Funded through Local Roads & Community Infrastructure Program funding.
66100.0058.0302	Villiers St Upgrade (Colamba - Wambo St)	\$ -	\$ (90,000)	At the time of forming the budget, income was unknown. Income has now been approved. Funded through W4Q COVID funding.
66100.0058.0300	Zeller St (Beutel St to Price St) new construction	\$ -	\$ (88,200)	At the time of forming the budget, income was unknown. Income has now been approved. Funded through Local Roads & Community Infrastructure Program funding.
66100.0058.0261	Moonie Highway footpath construct (School to the sporting facilities)	\$ -	\$ (87,235)	At the time of forming the budget, income was unknown. Income has now been approved. Funded through Local Roads & Community Infrastructure Program funding.
66100.0058.0267	Dawson St footpath new construction (End of existing concrete footpath to Hookwood-Pelham Rd)	\$ -	\$ (84,000)	At the time of forming the budget, income was unknown. Income has now been approved. Funded through W4Q COVID funding.
66500.0261.0214	Upgrade of Apex Park Meandarra (Leo Gordon Park)	\$ -	\$ (75,000)	At the time of forming the budget, income was unknown. Income has now been approved. Funded through W4Q COVID funding.
66100.0058.0256	Glasson St footpath construct (Middle to Hypatia)	\$ -	\$ (59,850)	At the time of forming the budget, income was unknown. Income has now been approved. Funded through W4Q COVID funding.
66100.0058.0266	Dawson St footpath new construction (Constance St to Eleanor St)	\$ -	\$ (49,350)	At the time of forming the budget, income was unknown. Income has now been approved. Funded through W4Q COVID funding.
66100.0058.0301	Hospital Road Footpath	\$ -	\$ (46,200)	At the time of forming the budget, income was unknown. Income has now been approved. Funded through W4Q COVID funding.
66100.0058.0255	Edward St footpath construct. (Owen St to Hogan St)	\$ -	\$ (37,800)	At the time of forming the budget, income was unknown. Income has now been approved. Funded through Local Roads & Community Infrastructure Program funding.
66100.0058.0251	George St (William St to High St)	\$ -	\$ (29,325)	At the time of forming the budget, income was unknown. Income has now been approved. Funded through W4Q COVID funding.
66100.0058.0245	Napier St replacement (Bunya St to Knowles St)	\$ -	\$ (26,775)	At the time of forming the budget, income was unknown. Income has now been approved. Funded through Local Roads & Community Infrastructure Program funding.
66100.0058.0221	George St footpath upgrade (Market St to Eva St)	\$ -	\$ (23,100)	At the time of forming the budget, income was unknown. Income has now been approved. Funded through W4Q COVID funding.
66100.0058.0239	Colamba St upgrade (Bell St to existing concrete footpath)	\$ -	\$ (18,375)	At the time of forming the budget, income was unknown. Income has now been approved. Funded through W4Q COVID funding.
66100.0058.0247	Railway St footpath construct (existing concrete footpath to Colamba St)	\$ -	\$ (17,850)	At the time of forming the budget, income was unknown. Income has now been approved. Funded through Local Roads & Community Infrastructure Program funding.
66100.0058.0227	High Street Footpath Replacement	\$ -	\$ (15,300)	At the time of forming the budget, income was unknown. Income has now been approved. Funded through W4Q COVID funding.
66100.0058.0291	Market St footpath upgrade (School to George St)	\$ -	\$ (10,500)	At the time of forming the budget, income was unknown. Income has now been approved. Funded through W4Q COVID funding.
	Total Additional Income	\$ -	\$ (5,844,995)	
	Total Mid-Year Review adjustments	\$ 3,017,769	\$ (8,129,962)	

Title Corporate Services Report LGMA Rural Management Challenge

Date 23 November 2020

Responsible Manager L. Mear, CHIEF HUMAN RESOURCES OFFICER

Summary

The purpose of this Report is to provide Council with an update on the LGMA Rural Management Challenge

Link to Corporate Plan

Strategic Priority: Financial Sustainability

- Our agile and responsive business model enables us to align our capacity with service delivery.

Material Personal Interest/Conflict of Interest

Nil

Officer's Recommendation

That this Report be received and noted.

Background Information

The annual Queensland Rural Management Challenge run by the Local Government Managers Australia (LGMA) is an innovative development opportunity that offers a convergence of ideas, energy, academic rigour and practical application – the elements which develop great leadership. A team of four (4) Western Downs Regional Council (WDRC) staff took part in the South Queensland Rural Management Challenge in late October 2020.

Report

WDRC's 2020 team nomination, the Western Downs Watermelons, were awarded first place in the LGMA Rural Management Challenge. The winning team consisted of:

- Daniel Haslop - Utilities Coordinator West,
- Emma McGovern - Senior HR Advisor,
- Mitchell Hiscock - Graduate Planning Officer,
- Liz Chambers - Grants & Treasury Officer, and
- mentor, Lyne Mear, Chief Human Resources Officer.

This program is the premier forum for current and emerging local government leaders. It is a sophisticated development program designed to deliver personal, team and organisational professional development. The challenge is run across Australia and New Zealand and provides a hands-on approach to leadership development that translates into relevant, tangible and enduring benefits for people, teams and organisations.

The Challenge consisted of pre-challenge tasks performed in the weeks leading up to the Challenge and a series of tasks and activities performed on the day. Western Downs Watermelons managed to address each problem with positivity, resilience, flexibility and most of all - teamwork.

Each team is assessed on both deliverables - tasks submitted, as well as, the observables - team cohesion, interaction, conflict resolution, innovation, creativity, decision making and time management. This includes how the team approached tasks they were unfamiliar with and just as importantly how the challenge is treated as a learning opportunity (how team members shared their skills and experience and mentored each other).

On the day the team was given 12 tasks to complete each ranging in complexity and topics with different competing time deadlines. Western Downs Watermelons received commendable feedback for being a consistent and well organised team that deserved the title of top team for 2020 and achieving the top score in many tasks.

The Western Downs Watermelons competed alongside three (3) other participating Councils including Southern Downs Regional Council, South Burnett Regional Council and Toowoomba Regional Council. WDRC last won this title in 2010 so it is a wonderful achievement to win the title again. Council is very proud of the efforts of this year's winning team and congratulate them on their achievement.



Scott Peut, Emma McGovern, Daniel Haslop, Ross Musgrove, Mitchell Hiscock, Liz Chambers, Jodie Taylor

Consultation (Internal/External)

Nil

Legal/Policy Implications (Justification if applicable)

Nil

Budget/Financial Implications

Nil

Human Rights Considerations

There are no human rights implications associated with this report.

Conclusion

With staff participating in programs such as the LGMA Rural Management Challenge, Council has continued to support the growth and development of our staff. Initiatives like these not only provide team members with the opportunities to learn new skills and challenge themselves, the relationships they build with other competing Councils allow them to see new and innovative ideas that we may be able to utilise at WDRC. By reaching outside their day to day work and comfort zones we are able to build our bench strength and remain future fit by having staff ready and willing to step up for future challenges.

Attachments

Nil

Authored by: L. Mear, CHIEF HUMAN RESOURCES MANAGER

Title **Infrastructure Services Report DNRME Brigalow Bore Removal Request**

Date 9 November 2020

Responsible Manager L. Cook, UTILITIES MANAGER

Summary

The purpose of this Report is to inform Council of a request from the Department of Natural Resources Mines and Energy (DNRME) to cease operation and remove a bore supply on state land in the town of Brigalow.

Link to Corporate Plan

Strategic Priority: Financial Sustainability

- Effective asset management ensures that we only own and maintain assets that are utilised.

Strategic Priority: Great Liveability

- Our residents enjoy convenience of modern infrastructure and quality essential services.

Material Personal Interest/Conflict of Interest

Nil

Officer's Recommendation

That this Report be received and that:

1. Council adhere to the request to cease trespass and remove the bore pump, standpipe and associated infrastructure from lot 309 on B5902, 52 Mulga Street, Brigalow, when a Rural Fire Brigade water access connection is constructed.

Background Information

The Department of Natural Resources and Mines recently conducted an audit of unallocated state land at which time it was determined that the development of a washdown facility and electric bore pump located on state land at 52 Mulga Street, Brigalow (Lot 309 on B5902) is an offence under the Land Act 1994.

The audit letter refers to a standpipe, once used for stock watering and a bore that has historically supplied the town of Brigalow during prolonged drought periods.

The Brigalow town bore was constructed under a co-funded project involving the Chinchilla Shire Council and the Pastoral Protection Board Queensland.

Report

Council currently holds an 85ML per annum water entitlement from the Hutton (GAB) described as adjacent to Lot 309 on B5902 which is associated with the existing bore. As stated in a letter from DNRME, the bore and standpipe are located on, not adjacent to, the state-owned land and Council is consequently trespassing.

The bore pump is still functional, however due to a casing failure and poor water quality, there has been very little use of this bore for the past ten years following several odour complaints. The bore is not accessed or utilised by Council's Rural Services team for stock use.

The standpipe which is connected to the town supply has been locked from public access since 2019 due to concerns of excessive use and theft. The local rural fighting service was provided a key for emergency access to the standpipe. A representative of the service stated they have a strong preference to retain the standpipe as they have had pump blockages when retrieving from the town dam. They have requested that an alternative access be provided at the base of the water tower for the fire service.

Consultation (Internal/External)

Carissa Hallinan - Rural Services Coordinator WDRC
Mark O'Brien - Senior Property Officer, State Land Management Services South Region, Department of Natural Resources Mines and Energy
Keith Rummenie - Brigalow Rural Fire Service

Legal/Policy Implications (Justification if applicable)

DNRME have issued the advisory letter in reference to the Land Act 1994.

Budget/Financial Implications

The Department is willing to permit deferring the removal of the bore and standpipe provided the electricity supply is disconnected to improve safety, which will be done immediately. It would be intended that the remaining work including a rural fire access connection be programmed and completed in the 2021-22 financial year under the Utilities operations and maintenance budget at an estimated cost of \$4,500.

Should Council wish to consider constructing a new bore, it will be necessary to submit a development application including completing a groundwater assessment. It is estimated construction of a new bore would cost approximately \$450,000.

Human Rights Considerations

Section 4(b) of the *Human Rights Act 2019* (Qld) (the Human Rights Act) requires public entities 'to act and make decisions in a way compatible with human rights'.

There are no human rights implications associated with this report.

Conclusion

Council has been advised by the Department of Natural Resources Mines and Energy that it is trespassing on state owned land in maintaining a water supply bore on lot 309 on B502, 52 Mulga Street, Brigalow.

The current condition of the bore and locked standpipe is of little value to Council or the Brigalow community and as such there is limited disadvantage in complying with DNRME's request to remove the infrastructure. It is intended to retain the associated 85ML water allocation to be considered for future water supply security measures.

Attachments

Nil

Authored by: Leigh Cook, Utilities Manager

Title **Infrastructure Services Report 2020/21 Capital Works Program
December 2020 Update**

Date 30 November 2020

Responsible Manager B. Barnett, SENIOR WORKS MANAGER

Summary

The purpose of this Report is to provide an update to Council of the 2020/2021 Capital Works Program December update from the Works Department.

Link to Corporate Plan

Strategic Priority: Financial Sustainability

- We are recognised as a financially intelligent and responsible Council.
- Our long term financial planning guides informed and accountable decision making.
- Our value for money culture enables us to deliver our core functions sustainably.
- Our agile and responsive business model enables us to align our capacity with service delivery.
- Effective asset management ensures that we only own and maintain assets that are utilised.

Strategic Priority: Great Liveability

- Our residents enjoy convenience of modern infrastructure and quality essential services.
- A safe and well maintained road network connects our region.

Material Personal Interest/Conflict of Interest

Nil

Officer's Recommendation

That this Report be received and noted.

Background Information

On 22 July 2020, Council adopted the 2020/21 budget including Council's Capital Works Program.

Report

To ensure Council are well informed with key infrastructure projects, monthly reports will be presented outlining recently completed projects, projects in progress and upcoming projects.

RECENTLY COMPLETED PROJECTS

- Wood Street, Dalby Ch 0.463 - 0.922 reconstruction including kerb and channel upgrade;
- Kupunn Road, Dalby Ch 3.39 - 6.76 reconstruction;
- Weranga North Road, Tara gravel resheeting and bitumen dust suppressions;
- Keehns's Road, Jandowae Ch 0.3 - 2.68 upgrade from natural formation to gravel; and
- Wylie Street, Dalby Eileen - Cole Street footpath replacement.

PROJECTS IN PROGRESS

- Arubial Road, Condamine Ch 9.86 - 16.30 upgrade from gravel to bitumen;

- Tara Lagoon footpath extension project;
- Royds Street, Wandoan footpath replacement;
- Blaxland Road, Dalby footpath (Orpen Street to Owen Street);
- Alfred Street, Dalby Ch 1.36 - 1.59 reconstruction including kerb and channel upgrade;
- Wood St, Dalby Ch 2.057 - 2.289 reconstruction including kerb and channel upgrade;
- Ehlma Boundary Road, Brigalow Ch 8.74 - 16.30 reconstruction;
- Booral Road, Wandoan Ch 5.69 - 7.66 reconstruction;
- Sherwood Road, Condamine Ch 0 - 7.3 upgrade from gravel to bitumen;
- Redgum Road and Gulera Road intersection upgrade to bitumen standard;
- 48km of gravel resheeting across the region - 3 packages of work awarded to local contractors to deliver, funded under the Drought Communities Programme (DCP) funding. In addition to Technical Services awarding 70,000t of gravel via 2 packages to local contractors to produce; and
- Round 3 of the Accelerated Infrastructure Footpath projects (Hospital Road and Aerodrome Road, Dalby).

UPCOMING PROJECTS

- Round 3 of the Accelerated Infrastructure Footpath projects to commence construction; and
- Round 4 of the Accelerated Infrastructure Footpath projects to be released to the market for delivery in the next 2-3 months.

Technical Services' Design Department have completed 90% of the program's civil design component with the remaining design projects at 80% detailed design.

COMMERCIAL WORKS PROJECTS IN PROGRESS

- Dalby - Cecil Plains Road, Dalby rehabilitation project (TMR funded - state controlled road); and
- Reseal Prior Works Package (TMR funded for state controlled roads).

Consultation (Internal/External)

Following Council's resolution to receive the report, updates will be posted on Council's social media accounts to inform WDRC's community.

Legal/Policy Implications (Justification if applicable)

Nil

Budget/Financial Implications

Nil amendments via this Report.

Human Rights Considerations

Section 4(b) of the *Human Rights Act 2019* (Qld) (the Human Rights Act) requires public entities 'to act and make decisions in a way compatible with human rights'.

All activities will be undertaken in accordance with Council's human rights obligations.

Conclusion

Works' Capital Works Program is well underway, with 15 (19.74%) projects complete and 11 (14.5%) projects in progress.

Attachments

Nil

Authored by: Brianna Barnett, SENIOR WORKS MANAGER

Title **Community and Liveability Report 2021 Australia Day Awards Regional Citizen of the Year Award**

Date 23 November 2020

Responsible Manager C. Barnard, COMMUNITIES MANAGER

Summary

The purpose of this report is to seek Council's decision on the successful nomination for the 2021 Australia Day Awards category of Regional Citizen of the Year Award.

Link to Corporate Plan

Strategic Priority: Active Vibrant Communities

- We are a region without boundaries, united in community pride.
- Our community members are the loudest advocates for what's great about our region.
- Our social, cultural and sporting events are supported locally and achieve regional participation.
- Our parks, open spaces, and community facilities are well utilised and connect people regionally.
- A recognised culture of volunteerism is active throughout our communities.

Material Personal Interest/Conflict of Interest

Nil

Officer's Recommendation

That this report be received and that Council decide who is to be awarded the 2021 Australia Day Award in the category of Regional Citizen of the Year.

Background Information

Nominations for the Australia Day Awards closed on 31 October 2020. There were six nominations received in the category of Regional Citizen of the Year. Details of the nominations contain personal and identifiable information and as such are contained in the supplementary closed agenda.

Council, at its Ordinary Meeting held 15 October 2014, adopted an Australia Day Policy to provide clear guidance on the promotion, selection and implementation of the Western Downs Regional Council Australia Day Awards.

The Australia Day Policy was reviewed and amended during 2019; Council adopted the amended policy during its Ordinary Meeting held 21 August 2019.

Report

Local and Regional Awards are an integral part of Australia Day. It recognises and acknowledges the outstanding achievements of residents living in the Western Downs.

The Regional Citizen of the Year Award aims to recognise a local person who has demonstrated vision, leadership, innovation or creativity, has been a positive role model for their peers/community/region, shown significant and outstanding contributions to their community and demonstrated a high level of personal, academic or professional achievements with demonstrated benefits for others.

Consultation (Internal/External)

The following staff provided support and were consulted:

- * Communities Manager
- * Community Projects and Grants Coordinator
- * Community Grants Officer

Legal/Policy Implications (Justification if applicable)

Nil.

Budget/Financial Implications

The Australia Day Events and Awards budget allocation for 2020/2021 is \$40,500.00.

Human Rights Considerations

Section 4(b) of the *Human Rights Act 2019* (Qld) (the Human Rights Act) requires public entities 'to act and make decisions in a way compatible with human rights'.

There are no human rights implications associated with this report.

Conclusion

The Western Downs Australia Day Awards are presented annually and recognise those outstanding persons or groups that make a real contribution and difference to the communities within the Western Downs Regional Council area.

Attachments

Attachments contain personal and identifiable information and are contained in the Supplementary Closed Agenda.

Authored by: Kerri Wood, Community Grants Officer

Title **Community and Liveability Report 2021 Australia Day Awards Regional Young Citizen of the Year**

Date 23 November 2020

Responsible Manager C. Barnard, COMMUNITIES MANAGER

Summary

The purpose of this report is to seek Council's decision on the successful nomination for the 2021 Australia Day Awards category of Regional Young Citizen of the Year Award.

Link to Corporate Plan

Strategic Priority: Active Vibrant Communities

- We are a region without boundaries, united in community pride.
- Our community members are the loudest advocates for what's great about our region.
- Our social, cultural and sporting events are supported locally and achieve regional participation.
- Our parks, open spaces, and community facilities are well utilised and connect people regionally.
- A recognised culture of volunteerism is active throughout our communities.

Material Personal Interest/Conflict of Interest

Nil

Officer's Recommendation

That this report be received, and that Council decide who is to be awarded the 2021 Australia Day Award in the category of Regional Young Citizen of the Year.

Background Information

Nominations for the Australia Day Awards closed on 31 October 2020. There were four nominations received, of which two nominations were received for one nominee, in the category of Regional Young Citizen of the Year. Details of the nominations contain personal and identifiable information and as such are contained in the supplementary closed agenda.

Council, at its Ordinary Meeting held 15 October 2014, adopted an Australia Day Policy to provide clear guidance on the promotion, selection and implementation of the Western Downs Regional Council Australia Day Awards.

The Australia Day Policy was reviewed and amended during 2019; Council adopted the amended policy during its Ordinary Meeting held 21 August 2019.

Report

Local and Regional Awards are an integral part of Australia Day. It recognises and acknowledges the outstanding achievements of residents living in the Western Downs.

The Regional Young Citizens of the Year Award aims to recognise a local person between the ages of 16 and 25 who has demonstrated leadership, innovation or creativity, has shown outstanding achievement in their chosen field (e.g. academic, sporting, cultural, environment or civic responsibility), is a role model that other young people can aspire to and has shown a significant contribution to the community.

Consultation (Internal/External)

The following staff provided support and were consulted:

- * Communities Manager
- * Community Projects and Grants Coordinator
- * Community Grants Officer

Legal/Policy Implications (Justification if applicable)

Nil.

Budget/Financial Implications

The Australia Day Events and Awards budget allocation for 2020/2021 is \$40,500.00.

Human Rights Considerations

Section 4(b) of the *Human Rights Act 2019* (Qld) (the Human Rights Act) requires public entities 'to act and make decisions in a way compatible with human rights'.

There are no human rights implications associated with this report.

Conclusion

The Western Downs Australia Day Awards are presented annually and recognise those outstanding persons or groups that make a real contribution and difference to the communities within the Western Downs Regional Council area.

Attachments

Attachments contain personal and identifiable information and are contained in the Supplementary Closed Agenda.

Authored by: Kerri Wood, Community Grants Officer

Title **Community and Liveability Report 2021 Australia Day Awards Local Volunteer of the Year**

Date 23 November 2020

Responsible Manager C. Barnard, COMMUNITIES MANAGER

Summary

The purpose of this report is to seek Council's decision on the successful nominations for the 2021 Australia Day Awards category of Local Volunteer of the Year Award.

Link to Corporate Plan

Strategic Priority: Active Vibrant Communities

- We are a region without boundaries, united in community pride.
- Our community members are the loudest advocates for what's great about our region.
- Our social, cultural and sporting events are supported locally and achieve regional participation.
- Our parks, open spaces, and community facilities are well utilised and connect people regionally.
- A recognised culture of volunteerism is active throughout our communities.

Material Personal Interest/Conflict of Interest

Nil

Officer's Recommendation

That this report be received and that Council decide who is to be awarded the 2021 Australia Day Award in the category of Local Volunteer of the Year in each of the districts where nominations were received.

Background Information

Nominations for the Australia Day Awards closed on 31 October 2020. There were nineteen (19) nominations received in the category of Local Volunteer of the Year. Details of the nominations contain personal and identifiable information and as such are contained in the supplementary closed agenda.

Council, at its Ordinary Meeting held 15 October 2014, adopted an Australia Day Policy to provide clear guidance on the promotion, selection and implementation of the Western Downs Regional Council Australia Day Awards.

The Australia Day Policy was reviewed and amended during 2019; Council adopted the amended policy during its Ordinary Meeting held 21 August 2019.

Report

Local and Regional Awards are an integral part of Australia Day. It recognises and acknowledges the outstanding achievements of residents living in the Western Downs.

The Local Volunteer of the Year Award aims to recognise a local person who has made a significant contribution at community level through their volunteering and has shown a personal effort that has made a lasting and significant difference to the community.

Consultation (Internal/External)

The following staff provided support and were consulted:

- * Communities Manager
- * Community Projects and Grants Coordinator
- * Community Grants Officer

Legal/Policy Implications (Justification if applicable)

Nil.

Budget/Financial Implications

The Australia Day Events and Awards budget allocation for 2020/2021 is \$40,500.00.

Human Rights Considerations

Section 4(b) of the *Human Rights Act 2019* (Qld) (the Human Rights Act) requires public entities 'to act and make decisions in a way compatible with human rights'.

There are no human rights implications associated with this report.

Conclusion

The Western Downs Australia Day Awards are presented annually and recognise those outstanding persons or groups that make a real contribution and difference to the communities within the Western Downs Regional Council area.

Attachments

Attachments contain personal and identifiable information and are contained in the Supplementary Closed Agenda.

Authored by: Kerri Wood, Community Grants Officer

Title **Community and Liveability Report 2021 Australia Day Awards Local Creative Arts Award**

Date 23 November 2020

Responsible Manager C. Barnard, COMMUNITIES MANAGER

Summary

The purpose of this report is to seek Council's decision on the successful nominations for the 2021 Australia Day Awards category of Local Creative Arts Award.

Link to Corporate Plan

Strategic Priority: Active Vibrant Communities

- We are a region without boundaries, united in community pride.
- Our community members are the loudest advocates for what's great about our region.
- Our social, cultural and sporting events are supported locally and achieve regional participation.
- Our parks, open spaces, and community facilities are well utilised and connect people regionally.
- A recognised culture of volunteerism is active throughout our communities.

Material Personal Interest/Conflict of Interest

Nil

Officer's Recommendation

That this report be received and that Council decide who is to be awarded the 2021 Australia Day Award in the category of Local Creative Arts Award in each of the districts where nominations were received.

Background Information

Nominations for the Australia Day Awards closed on 31 October 2020. There was one nomination received in the category of Local Creative Arts Award. Details of the nomination contain personal and identifiable information and as such is contained in the supplementary closed agenda.

Council, at its Ordinary Meeting held 15 October 2014, adopted an Australia Day Policy to provide clear guidance on the promotion, selection and implementation of the Western Downs Regional Council Australia Day Awards.

The Australia Day Policy was reviewed and amended during 2019; Council adopted the amended policy during its Ordinary Meeting held 21 August 2019.

Report

Local and Regional Awards are an integral part of Australia Day. It recognises and acknowledges the outstanding achievements of residents living in the Western Downs.

The Local Creative Arts Award aims to recognise a local person or group that has shown vision, leadership, innovation or creativity and has made an outstanding contribution bringing long or short-term benefits to the arts and/or cultural community of the Western Downs.

Consultation (Internal/External)

The following staff provided support and were consulted:

- * Communities Manager
- * Community Projects and Grants Coordinator
- * Community Grants Officer

Legal/Policy Implications (Justification if applicable)

Nil.

Budget/Financial Implications

The Australia Day Events and Awards budget allocation for 2020/2021 is \$40,500.00.

Human Rights Considerations

Section 4(b) of the *Human Rights Act 2019* (Qld) (the Human Rights Act) requires public entities 'to act and make decisions in a way compatible with human rights'.

There are no human rights implications associated with this report.

Conclusion

The Western Downs Australia Day Awards are presented annually and recognise those outstanding persons or groups that make a real contribution and difference to the communities within the Western Downs Regional Council area.

Attachments

Attachments contain personal and identifiable information and are contained in the Supplementary Closed Agenda.

Authored by: Kerri Wood, Community Grants Officer

Title **Community and Liveability Report 2021 Australia Day Awards Local Community Organisation Achievement Award**

Date 23 November 2020

Responsible Manager C. Barnard, COMMUNITIES MANAGER

Summary

The purpose of this report is to seek Council's decision on the successful nominations for the 2021 Australia Day Awards category of Local Community Organisation Achievement Award.

Link to Corporate Plan

Strategic Priority: Active Vibrant Communities

- We are a region without boundaries, united in community pride.
- Our community members are the loudest advocates for what's great about our region.
- Our social, cultural and sporting events are supported locally and achieve regional participation.
- Our parks, open spaces, and community facilities are well utilised and connect people regionally.
- A recognised culture of volunteerism is active throughout our communities.

Material Personal Interest/Conflict of Interest

Nil

Officer's Recommendation

That this report be received and that Council decide who is to be awarded the 2021 Australia Day Award in the category of Local Community Organisation Achievement Award in each of the districts where nominations were received.

Background Information

Nominations for the Australia Day Awards closed on 31 October 2020. There were eight nominations received in the category of Local Community Organisation Achievement Award. Details of the nominations contain personal and identifiable information and as such are contained in the supplementary closed agenda.

Council, at its Ordinary Meeting held 15 October 2014, adopted an Australia Day Policy to provide clear guidance on the promotion, selection and implementation of the Western Downs Regional Council Australia Day Awards.

The Australia Day Policy was reviewed and amended during 2019; Council adopted the amended policy during its Ordinary Meeting held 21 August 2019.

Report

Local and Regional Awards are an integral part of Australia Day. It recognises and acknowledges the outstanding achievements of residents living in the Western Downs.

The Local Community Organisation Achievement Award aims to recognise a local community group or organisation whose contributions have brought or will bring social, cultural and/or economic benefits to individuals, community organisations or the community in general as well as having significant volunteer involvement or excellence in their field.

Consultation (Internal/External)

The following staff provided support and were consulted:

- * Communities Manager
- * Community Projects and Grants Coordinator
- * Community Grants Officer

Legal/Policy Implications (Justification if applicable)

Nil.

Budget/Financial Implications

The Australia Day Events and Awards budget allocation for 2020/2021 is \$40,500.00.

Human Rights Considerations

Section 4(b) of the *Human Rights Act 2019* (Qld) (the Human Rights Act) requires public entities 'to act and make decisions in a way compatible with human rights'.

There are no human rights implications associated with this report.

Conclusion

The Western Downs Australia Day Awards are presented annually and recognise those outstanding persons or groups that make a real contribution and difference to the communities within the Western Downs Regional Council area.

Attachments

Attachments contain personal and identifiable information and are contained in the Supplementary Closed Agenda.

Authored by: Kerri Wood, Community Grants Officer

Title **Community and Liveability Report 2021 Australia Day Awards Local Sports Award**

Date 23 November 2020

Responsible Manager C. Barnard, COMMUNITIES MANAGER

Summary

The purpose of this report is to seek Council's decision on the successful nominations for the 2021 Australia Day Awards category of Local Sports Award.

Link to Corporate Plan

Strategic Priority: Active Vibrant Communities

- We are a region without boundaries, united in community pride.
- Our community members are the loudest advocates for what's great about our region.
- Our social, cultural and sporting events are supported locally and achieve regional participation.
- Our parks, open spaces, and community facilities are well utilised and connect people regionally.
- A recognised culture of volunteerism is active throughout our communities.

Material Personal Interest/Conflict of Interest

Nil

Officer's Recommendation

That this report be received, and that Council decide who is to be awarded the 2021 Australia Day Award in the category of Local Sports Award in each of the districts where nominations were received.

Background Information

Nominations for the Australia Day Awards closed on 31 October 2020. There were ten (10) nominations received in the category of Local Sports Award. Details of the nominations contain personal and identifiable information and as such are contained in the supplementary closed agenda.

Council, at its Ordinary Meeting held 15 October 2014, adopted an Australia Day Policy to provide clear guidance on the promotion, selection and implementation of the Western Downs Regional Council Australia Day Awards.

The Australia Day Policy was reviewed and amended during 2019; Council adopted the amended policy during its Ordinary Meeting held 21 August 2019.

Report

Local and Regional Awards are an integral part of Australia Day. It recognises and acknowledges the outstanding achievements of residents living in the Western Downs.

The Local Sports Award aims to recognise a local person who is an outstanding sportsperson with a noteworthy record of achievement in sport and is a role model that people in the Western Downs region can aspire to.

Consultation (Internal/External)

The following staff provided support and were consulted:

- * Communities Manager
- * Community Projects and Grants Coordinator
- * Community Grants Officer

Legal/Policy Implications (Justification if applicable)

Nil.

Budget/Financial Implications

The Australia Day Events and Awards budget allocation for 2020/2021 is \$40,500.00.

Human Rights Considerations

Section 4(b) of the *Human Rights Act 2019* (Qld) (the Human Rights Act) requires public entities 'to act and make decisions in a way compatible with human rights'. There are no human rights implications associated with this report.

Conclusion

The Western Downs Australia Day Awards are presented annually and recognise those outstanding persons or groups that make a real contribution and difference to the communities within the Western Downs Regional Council area.

Attachments

Attachments contain personal and identifiable information and are contained in the Supplementary Closed Agenda.

Authored by: Kerri Wood, Community Grants Officer

Title **Community and Liveability Report Redevelopment of 120 Cunningham Street, Dalby**

Date 27 November 2020

Responsible Manager C. Barnard, COMMUNITIES MANAGER

Summary

The purpose of this report is to seek Council's decision on the proposed Concept Designs for the redevelopment of 120 Cunningham Street, Dalby.

Link to Corporate Plan

Strategic Priority: Active Vibrant Communities

- We are a region without boundaries, united in community pride.
- Our community members are the loudest advocates for what's great about our region.
- Our social, cultural and sporting events are supported locally and achieve regional participation.
- Our parks, open spaces, and community facilities are well utilised and connect people regionally.
- A recognised culture of volunteerism is active throughout our communities.

Material Personal Interest/Conflict of Interest

Nil

Officer's Recommendation

That this report be received and that:

1. Council appoint Blight Rayner to complete detailed designs for the redevelopment of 120 Cunningham Street, Dalby.

Background Information

The former Mary's Commercial Hotel and its namesake publican Mary Barry have a long and much cherished history in Dalby. During the night of 22 August 2018, a fire destroyed the building, and the ruins were subsequently demolished, the site cleared and offered up for sale. The Western Downs Regional Council purchased the land at a cost of \$627,000, for future public use.

Improving amenity through the provision of high quality public spaces can attract increased visitation and therefore increased consumer spending within a town.

During February 2020 public consultation was undertaken on the future of the site.

The overall vision for 120 Cunningham Street is to:

- offer a desirable place to visit by locals and visitors, increasing the local spend in businesses in the CBD area and increase the potential to attract new business offerings in the area;
- visually link Cunningham and Condamine Streets through the site by deliberate design; and
- improve the liveability through the provision of a public space that can be utilised as a social hub.

Report

Council, through its \$50 million COVID-19 Recovery Package committed funding under the Accelerated Major Projects Program to complete the detailed design of 120 Cunningham Street, Dalby.

Stage 1 - Expressions of Interest

Following an extensive public consultation process Council called for Expressions of Interest (EOI) to design and establish a creative tourism and public space. The EOI was open for five weeks with the closing date of 21 June, 2020.

The EOI required the design teams to demonstrate their interpretation of the design criteria as listed in the EOI, then showcase examples of their previous designs, and ability to deliver this project.

The specific design criteria included:

- The development will have a "WOW" factor, something that is immediately Instagram worthy, and demonstrate how Dalby's uniqueness is celebrated creatively;
- The development will be central for a variety of public uses, formal and informal;
- The design must accommodate and host lighting shows, and the light-up elements be changeable in type, form and colour to celebrate and commemorate civic activities;
- Must be able to accommodate pop-up markets and social /music activities;
- Must have shade, natural and constructed;
- The site must be a lively space, and have more than one life:
 - Day time life;
 - Weekend daytime life;
 - Week evenings life; and
 - Weekend evenings life.
- The design must consider connectivity to the surrounding CBD, particularly the existing walkway from Cunningham Street through the public parking lot with its public facility, and the connection to Condamine Street, and Thomas Jack Park.

The *Calling for EOI* document was widely distributed, including through the Australian Institute of Landscape architects, the Planning Institute of Australia (QLD Chapter), the Queensland Urban Design and Places Panel, and the Urban Development Institute of Australia. A total of eleven (11) EOI responses were received on 21 June 2020.

The Executive Management Team selected three companies, Blight Rayner, Lat 27 Consortium; and URBIS to go forward and develop Concept design proposals. These companies were paid a professional fee of \$20,000 (excl GST) each for their Concept design proposals.

Stage 2 - Concept Design

The Concept design brief issued emphasised that proposals address the specific design criteria as listed in the *Calling for EOI* document. The Concept designs were due on 21 September 2020, and the three proposals were received. See Appendix 1, 2 & 3.

On 9 October 2020, each of the three companies presented their Concept designs to an internal panel that included the Executive and senior officers from the Communities and Facilities departments.

A Concept Design Scoring Matrix was developed to evaluate the proposals. Following the three presentations the Executive Management Team have recommended the Blight Rayner proposal as the preferred Concept design. See evaluation results in Appendix 4.

Consultation (Internal/External)

Internal:

The following staff provided support and were consulted:

- CEO
- General Managers
- Chief Procurement Officer
- Communication and Marketing Manager
- Facilities Manager
- General Counsel
- Planning and Environment Manager

External:

During February 2020, the Communities department conducted formal Community consultation over a three-week period. The consultation was actively promoted by the Communication and Marketing department through all its media platforms. Residents were able to contribute through an on-line survey, and hard copy submissions at Council's Dalby Customer Service Centre. During the period, three on-street information sessions were held at the site, also allowing the public to make submissions. The Dalby Herald newspaper also ran a Facebook poll on the proposed redevelopment.

Council received 169 online survey responses and sixty-one responses during the on-street consultation sessions.

Overwhelmingly, the community identified a unified need for a '*unique to Dalby*' public space, and that this space host a memory to Marry Barry and the hospitality she bestowed to her patrons.

Analysing the survey results highlight the community's expectation for the site. The community consultation results informed Council that the new public space accommodate community activities and host public art in a shaded green area where residents and visitors can sit down and relax.

Furthermore, strong support was given for activities and community events, both during day and night, at the site.

Legal/Policy Implications (Justification if applicable)

Nil.

Budget/Financial Implications

Funding for the detailed design of 120 Cunningham Street has been allocated under the Accelerated Major Projects Program in Council's COVID19 Recovery Package.

Human Rights Considerations

Section 4(b) of the *Human Rights Act 2019* (Qld) (the Human Rights Act) requires public entities 'to act and make decisions in a way compatible with human rights'.

There are no human rights implications associated with this report.

Conclusion

Strong community support exists to redevelop 120 Cunningham Street into a "*unique to Dalby*" urban square that can host a variety of activities and events in a well-designed surrounding.

The extensive consultation and thorough design process followed to obtain a suitable Concept design brought three distinctly different proposals.

Council decision is sought to move to the detailed design stage for the redevelopment of 120 Cunningham Street, Dalby.

Attachments

- Appendix 1 - URBIS Concept
- Appendix 2 - Lat27Concept
- Appendix 3 - Blight Rayner Concept
- Appendix 4 - Concept Design Evaluation Results

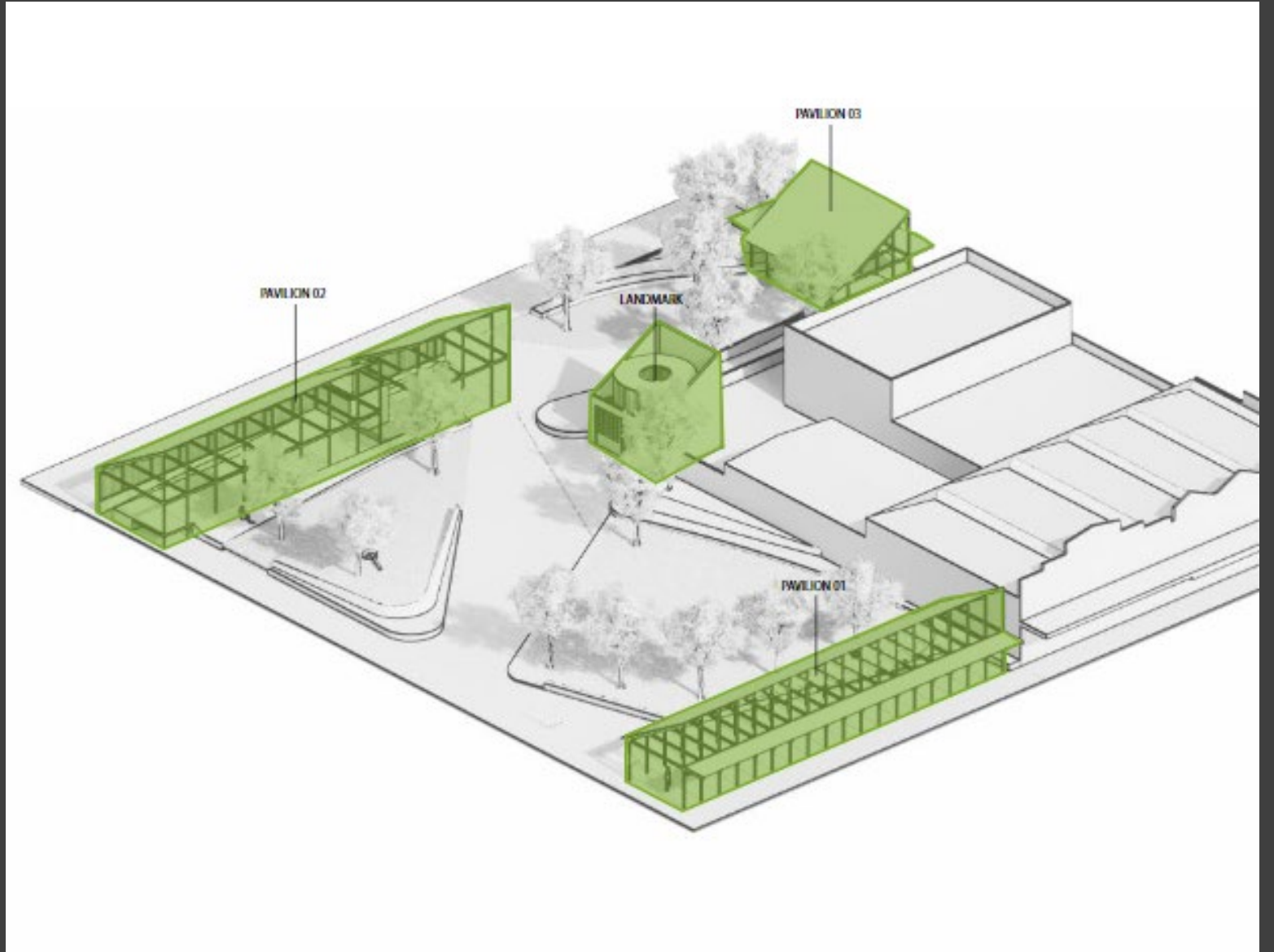
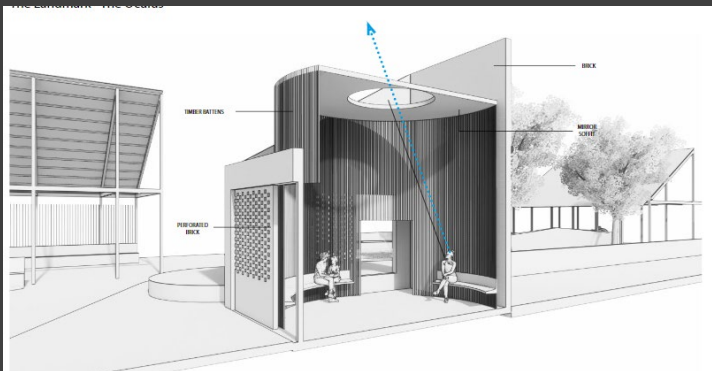
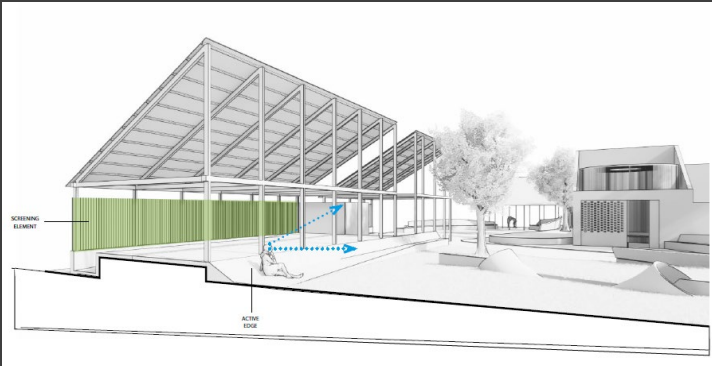
Authored by: Cecil Barnard, Communities Manager

APPENDIX 1:

URBIS CONCEPT

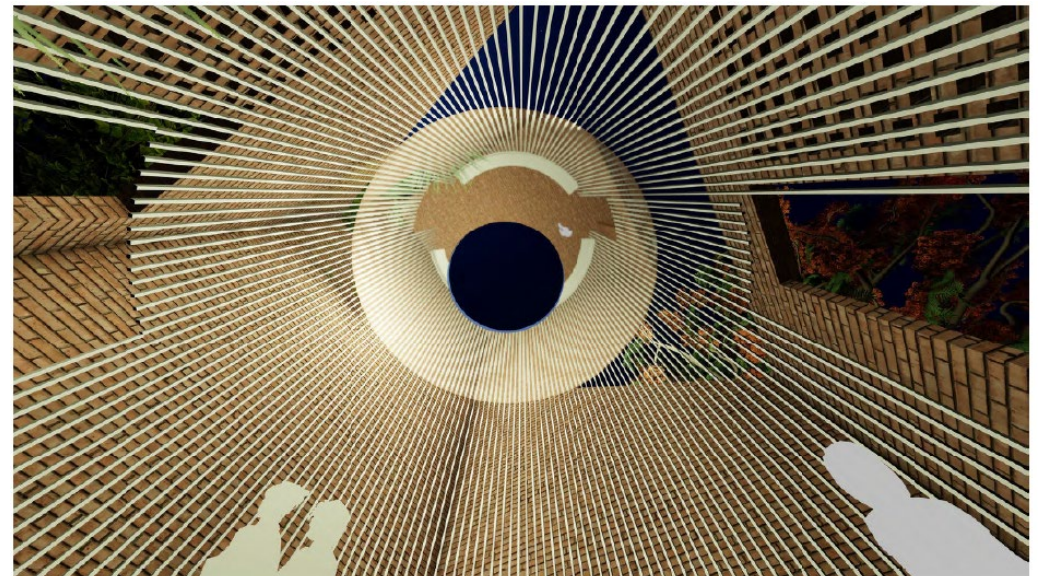
Redevelopment of
120 Cunningham Street

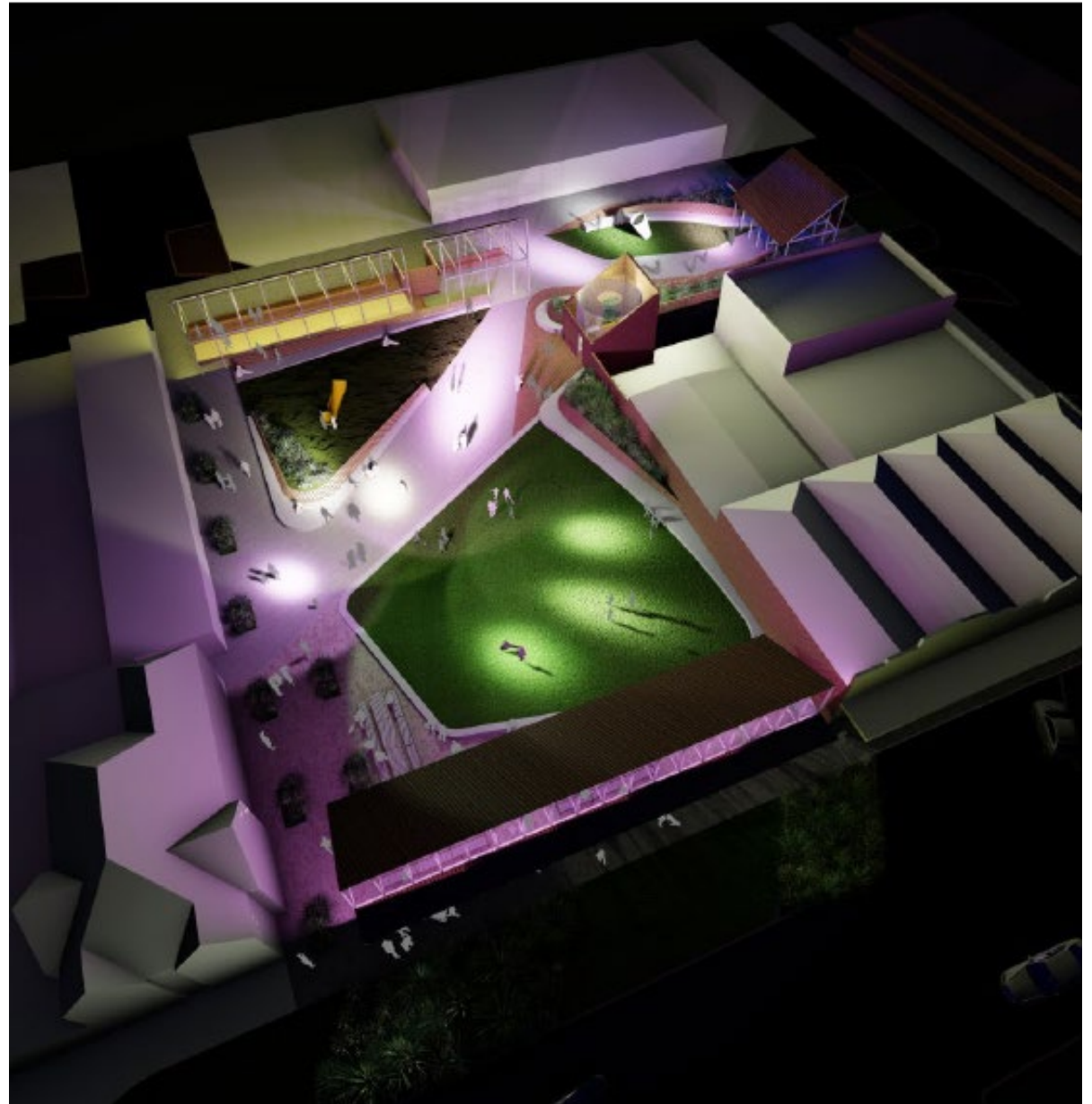






Cunningham Street

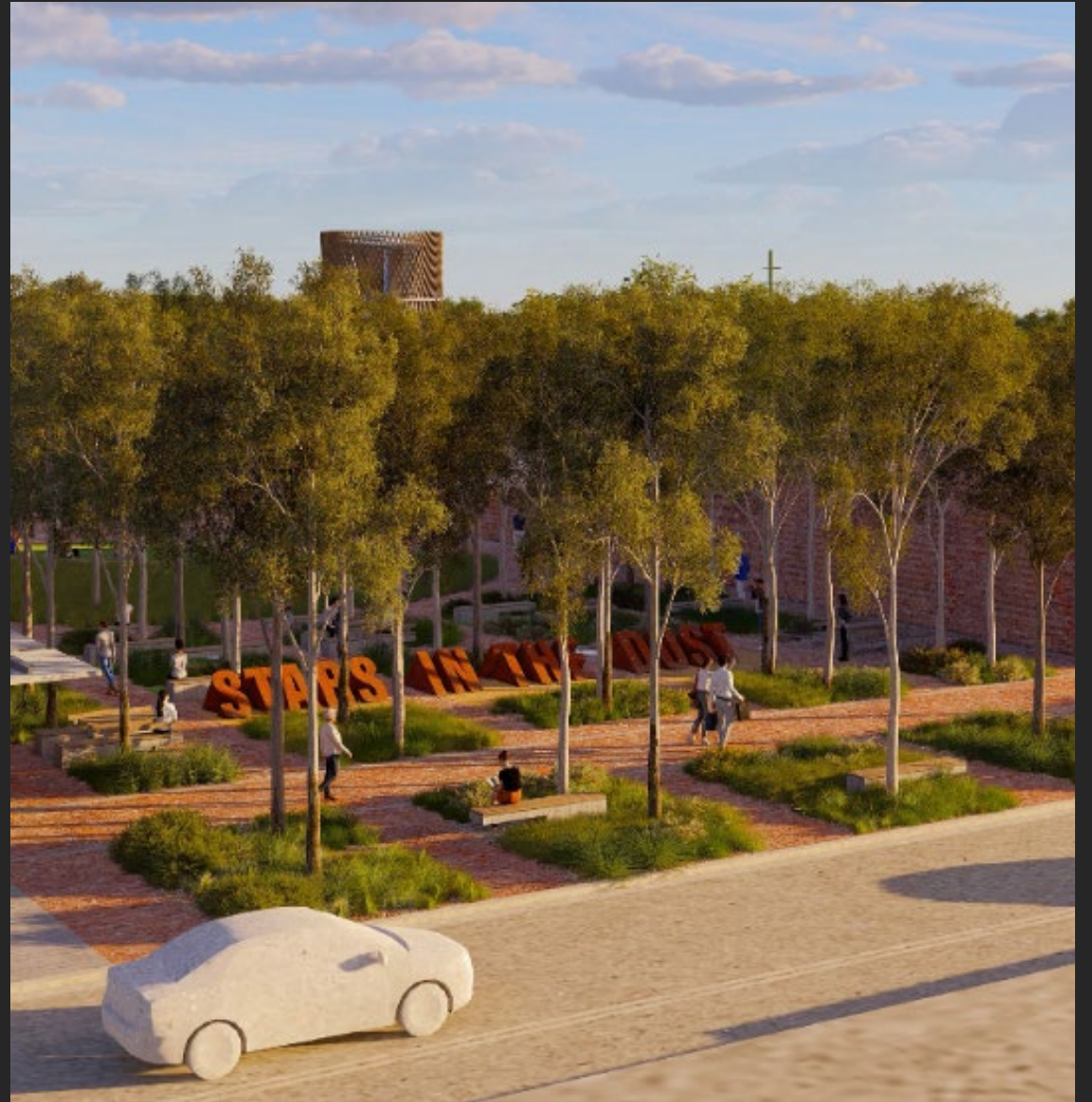




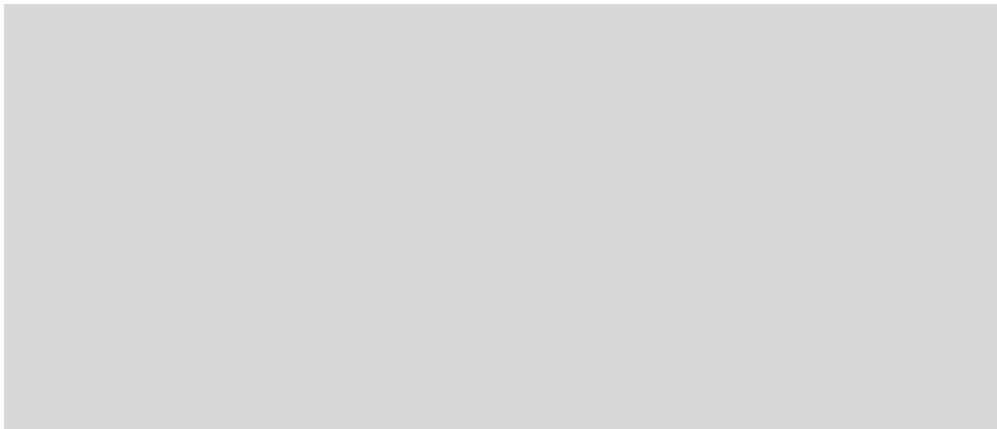
APPENDIX 2:

Lat27 CONCEPT

**Redevelopment of
120 Cunningham Street**







APPENDIX 3:

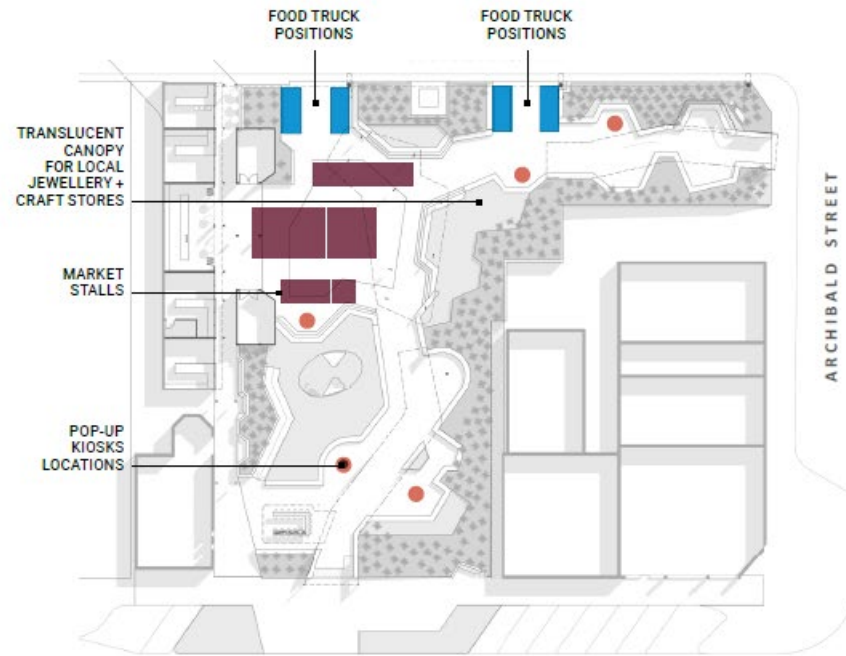
BLIGHT RAYNER CONCEPT

Redevelopment of
120 Cunningham Street



TOWN SQUARE MODES

MARKETS - DAY OR NIGHT

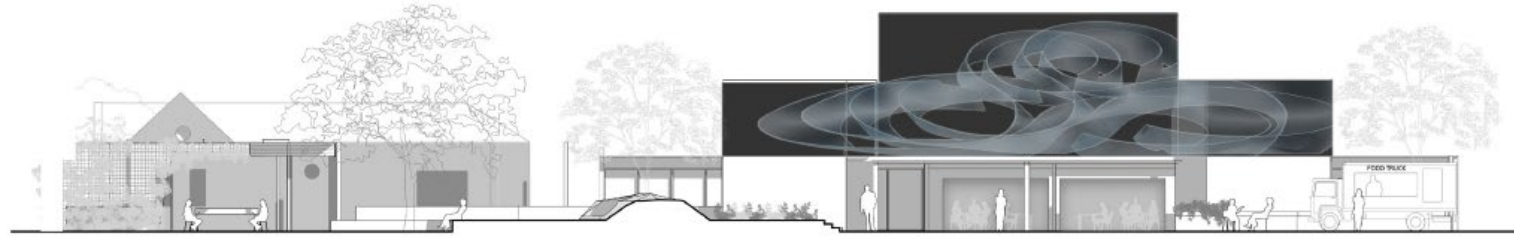


CINEMA & LIGHT SHOWS - NIGHT



CINEMA & NIGHT ART SCREEN STRUCTURE

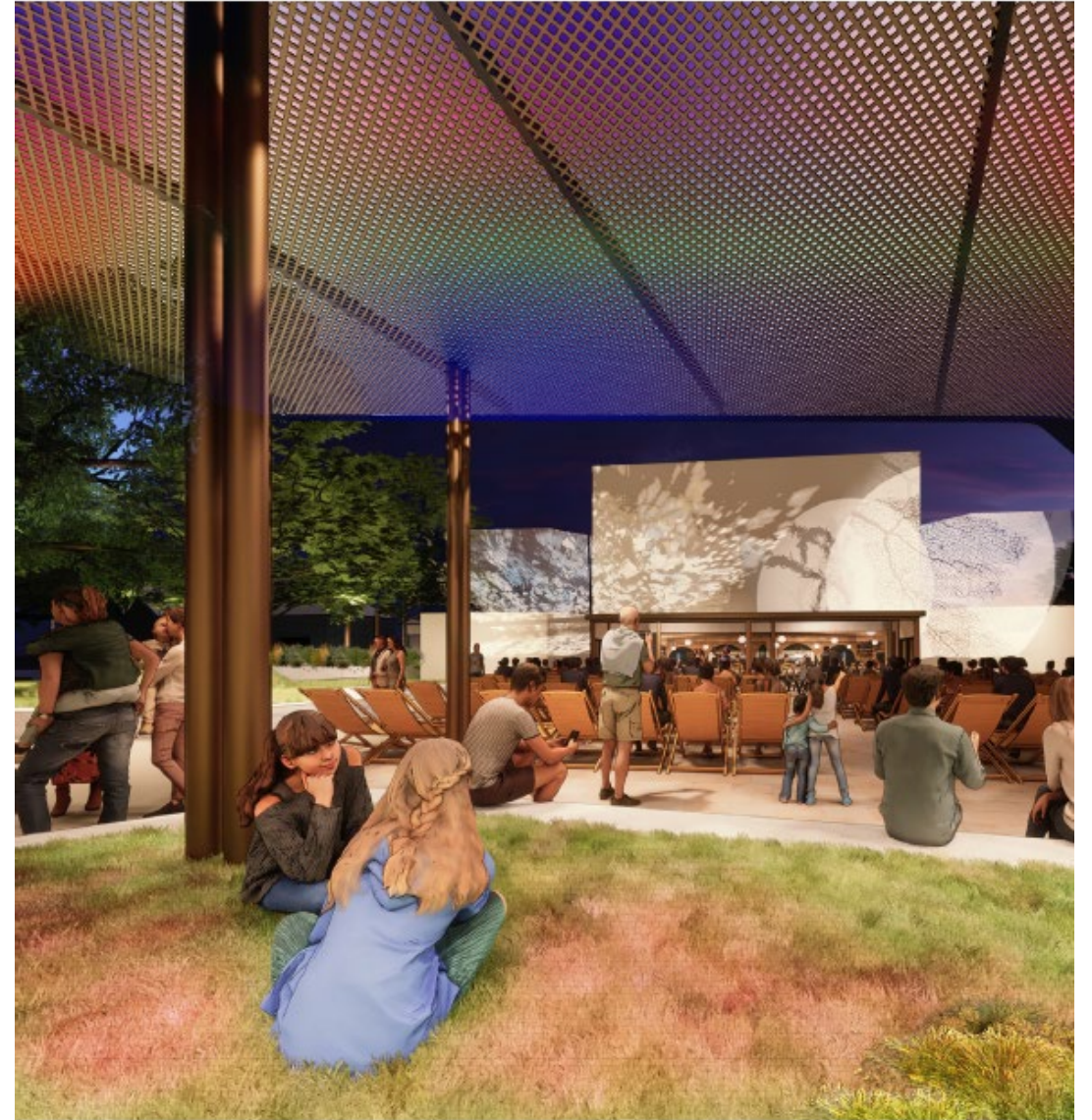
20



DIGITAL ART + CINEMA STRUCTURE ELEVATION



SECTION THROUGH CINEMA STRUCTURE + SEATING





ARRIVAL VIEW FROM CUNNINGHAM STREET



EPIPHYTE SPINE & CAFÉS FROM CUNNINGHAM STREET



120 Cunningham Street, Dalby - CONCEPT DESIGN SCORING MATRIX

EVALUATION CRITERIA				BlightRayner	Lat27	URBIS
1	Creativity	(a) Conformity with brief	50% (score out of 5)	4.80	3.30	3.52
		(b) Lighting				
		(c) Multi use zone				
2	Proven Delivery	(d) Previous Projects	25% (score out of 2.5)	2.46	2.26	2.25
		(e) Staffing Capability				
		(f) Referee Reports				
3	Price	Tender price submitted	25% (score out of 2.5)	2.00	2.20	2.00
			TOTAL	9.26	7.76	7.77

Title **Community and Liveability Report Big Skies Festival 2021**

Date 5 November 2020

Responsible Manager J. Taylor, GENERAL MANAGER (COMMUNITY & LIVEABILITY)

Summary

The purpose of this report is to seek Council's direction in relation to holding the Big Skies Festival in 2021

Link to Corporate Plan

Strategic Priority: Active Vibrant Communities

- We are a region without boundaries, united in community pride.
- Our community members are the loudest advocates for what's great about our region.
- Our social, cultural and sporting events are supported locally and achieve regional participation.
- Our parks, open spaces, and community facilities are well utilised and connect people regionally.
- A recognised culture of volunteerism is active throughout our communities.

Strategic Priority: Great Liveability

- Our residents enjoy convenience of modern infrastructure and quality essential services.
- Valued recreational spaces, sporting and community facilities are provided regionally.
- A safe and well maintained road network connects our region.
- Our region remains an affordable place for families to live, work, prosper and play.
- We're recognised as one of the safest regions in Queensland.

Strategic Priority: Strong Economic Growth

- There is a confidence in our strong and diverse economy.
- We're open for business and offer investment opportunities that are right for our region.
- We optimise our tourism opportunities, unique experiences and major events.
- Business and industry in our region live local and buy local.
- Our region is a recognised leader in energy, including clean, green renewable energies.

Material Personal Interest/Conflict of Interest

Nil

Officer's Recommendation

That this report be received and that:

1. Council not host the Big Skies Festival in 2021.

Background Information

Council's Economic Development Strategy 2017-2022 states that one of our key economic drivers is to leverage our high profile major events and one of our strategic priorities is to optimise our tourism opportunities, unique experiences and major events.

The Western Downs is recognised as a region for delivering high quality, unique and successful events such as Chinchilla Melon Festival, Tara Festival of Culture and Camel Races, Jandowae Timbertown Festival, Miles Back to the Bush, Dalby Delicious and DeLIGHTful Festival and Opera at Jimbour.

Events provide regional benefits such as optimising our tourism opportunities, fostering and promoting corporate partnerships, establishing opportunities for visitors to experience our authentic and rural communities and promoting the Western Downs as more than a through destination. Major Events also provide regional economic stimulus by increasing overnight visitation and expenditure, as well as creating an opportunity to create awareness of other major events and tourism experiences as a means of driving return visitation to the region.

Council financially supports the following events:

Dalby Delicious and DeLIGHTful	Cash: \$15,000.00 In-Kind \$5,000.00	Annually
Jandowae Timbertown Festival	Cash: \$15,000.00 In-Kind: \$5,000.00	Every Two Years
Miles Back to the Bush	Cash: \$15,000.00 In-Kind: \$5,000.00	Every Two Years
Chinchilla Melon Festival	Cash: \$30,000.00 In-Kind: \$5,000.00	Every Two Years
Tara Festival of Culture and Camel Races	Cash: \$21,000.00 In-Kind: \$5,000.00	Every Two Years

In addition to the above, Council in conjunction with Queensland Music Festival and Russell Pastoral Company has successfully delivered Opera at Jimbour since 2003 and in 2018 Council introduced a new major event to the region, Big Skies.

Council has received confirmation that the following events planned for 2021 have been cancelled as a result of COVID-19 as a result of the additional event compliance required for volunteer committees:

- Chinchilla Melon Festival;
- Tara Festival of Culture and Camel Races; and
- Jandowae Timbertown Festival.

The Back to the Bush Committee are the only major event committee in the region to confirm, to date, that they will be holding their event in 2021, although it is understood that Dalby Delicious and DeLIGHTful are also planning for their event in 2021.

Report

The Big Skies Festival is an annual destination event aimed at providing an economic boost to the region. Celebrating the sights, tastes and unique experiences the Western Downs has to offer, the festival is held at Jimbour Station.

Big Skies commenced in 2018 with an eight day calendar of events, including a one day concert. This year we had planned to hold a two day concert event as part of the Festival but due to COVID-19 the event was cancelled.

As a result of the continued directions of the Federal and State Governments no planning has commenced to host the Big Skies Festival in 2021.

The purpose of this report is to seek Council's risk appetite and formal direction for the Festival in 2021, as planning and procurement activities would need to commence to ensure its successful delivery.

Event Risks

Below are risks to be considered when making a decision:

- Other Competing Events Announced - May Long Weekend 1st to 3rd May, 2021

Tickets have come on sale for the Red Hot Summer Tour to be held at Queens Park in Toowoomba on Sunday, 2 May. This event includes a line-up of Artists similar to that planned for our Big Skies Concerts.

Tina Arena has also announced her concert tour which includes Brisbane on Sunday, 2 May.

Consideration was given to holding the Big Skies Festival at a different time in 2021 including Easter and the Queen's Birthday long weekend in October. Unfortunately, Jimbour Station is not available during Easter as a result of other private bookings and the AFL and NRL Grand Finals are held on the October long weekend.

- Current Framework - COVID-19 Compliance

In hosting this event we will need to comply with COVID-19 restrictions and will require a Safe Plan for an event over 500 and up to 10,000 attendees. Staff have reviewed the current framework and advise that:

- campsites will be required to be 15 metres apart. The current layout will allow for 248 campsites, however, in consultation with Russell Pastoral Company we may have the ability to use other land to create additional campsites. In past years there have been in excess of 400 campsites sold.
- the practice that we have implemented in previous years for facilities / amenities management meets the current guidelines.
- the provision of food will require additional compliance requirements.

- Sponsorship

In previous years Council has been successful in obtaining in excess of \$70,000 in sponsorship for the event. Preliminary verbal advice from some of the Gas Companies who have provided sponsorship in the past, is that they will be unlikely to provide sponsorship for the event in 2021. Once a decision is made by Council in relation to the event, staff will reach out formally to sponsors.

- Insurance

No insurances are available for the COVID-19 Pandemic. Therefore, should Council wish to host the Festival in 2021 and the event is cancelled due to COVID-19 we could not recover any costs incurred.

Consultation (Internal/External)

Internal consultation has been undertaken with the following:

Chief Executive Officer
General Managers
Communities Manager
Events Team
Economic Development Manager

Legal/Policy Implications (Justification if applicable)

Nil

Budget/Financial Implications

A budgeted expenditure allocation of \$500,000 and income of \$450,000 has been included in the 20/21 Budget for the Big Skies Festival.

Human Rights Considerations

Section 4(b) of the *Human Rights Act 2019* (Qld) (the Human Rights Act) requires public entities 'to act and make decisions in a way compatible with human rights'.

There are no human rights implications associated with this report.

Conclusion

Council has received funding support and will be hosting a new community event, 'Groovin in the Garden' at the Chinchilla Parklands in February 2021. Planning has also commenced for the Words Out West Festival to be held in March 2021 and discussions have commenced with the Queensland Music Festival on the possibility of holding Opera at Jimbour in July 2021. A separate report will be presented to Council once further details are known on the Opera event.

Council's formal direction is sought in relation to hosting the Big Skies Festival in 2021.

Attachments

Nil

Authored by: J. K. Taylor, GENERAL MANAGER (COMMUNITY & LIVEABILITY)

Title **Community and Liveability Report Tourism Brand Campaign**

Date 23 November 2020

Responsible Manager A. Maurice, ECONOMIC DEVELOPMENT MANAGER

Summary

The purpose of the Report is to seek Council's approval to adopt a new Tourism Brand Campaign for the Western Downs Region.

Link to Corporate Plan

Strategic Priority: Active Vibrant Communities

- We are a region without boundaries, united in community pride.
- Our community members are the loudest advocates for what's great about our region.
- Our social, cultural and sporting events are supported locally and achieve regional participation.
- Our parks, open spaces, and community facilities are well utilised and connect people regionally.
- A recognised culture of volunteerism is active throughout our communities.

Strategic Priority: Great Liveability

- Our residents enjoy convenience of modern infrastructure and quality essential services.
- Valued recreational spaces, sporting and community facilities are provided regionally.
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- We're recognised as one of the safest regions in Queensland.

Strategic Priority: Strong Economic Growth

- There is a confidence in our strong and diverse economy.
- We're open for business and offer investment opportunities that are right for our region.
- We optimise our tourism opportunities, unique experiences and major events.
- Business and industry in our region live local and buy local.
- Our region is a recognised leader in energy, including clean, green renewable energies.

Material Personal Interest/Conflict of Interest

Nil

Officer's Recommendation

That this Report be received and the Tourism Brand Campaign be adopted.

Background Information

The strategic intention for Tourism is to increase the overall spend by locals and visitors to support businesses across the Western Downs region. This means that:

- locals spend their recreation time (and money) in the region, locals promote longer stays for visiting friends and relatives;
- travelling visitors spend more money in region and stay for more nights;
- destination events broaden the visitor demographic and provide an economic boost to the region;
- by adding diversity to the regional economy, the direct impact to businesses in the region is minimised with the decline of any other industry (for example coal seam gas activity).

The overall purpose is to support the liveability and economy of local towns into the future.

The Tourism Strategy 2017-2022 identifies 3 strategic themes:

1. destination marketing
2. product development
3. industry development

The Tourism Brand Campaign is a key component of destination marketing.

Report

In late 2019, following recommendations contained in reports written for Council by Griffith University: the Tourism Outcomes Report and An Economic Assessment Report, Council engaged Consultants, 'Untold', to create a Brand Campaign.

After a process of research, review, stakeholder consultation and in-region familiarisation, the brand campaign created by 'Untold' is: 'It's the people that make it'. Details of this campaign can be found in the attached presentation.

The Tourism team intend to achieve the following outcomes through the Brand Campaign: 'It's the people that make it':

- Build local pride and inclusiveness
- Educate our ambassadors (locals)
- Encourage local staycations
- Increase the length of stay and depth of local experiences of all visitors
- Create momentum and perception for ground-level tourism product investment.

These outcomes will contribute to the strategic intention of increasing the overall spend by locals and visitors to support businesses across the Western Downs region.

There are two phases to implementing the Brand Campaign:

- In-region phase
- Outside of region phase

The in-region phase is essential to establishing support and buy-in from the local community who will become the ambassadors.

The implementation in-region will include:

- Video produced by Untold that explains the brand campaign & how it can be used
- Videography & photography to reflect "the people who make it" (utilising existing videography)
- In-region engagement in each main town to gain ambassadors via information sessions
- Information Packs collated for Tourism Operators
- Launch event
- Update Tourism Website & APP to reflect the brand campaign
- Utilise Social Media & digital billboards
- Regional Entry Signage reflecting the brand campaign
- Merchandise e.g. bumper stickers for Council vehicles, shop window stickers
- Banners for Banner Poles around the region

Once the Brand Campaign is sufficiently implemented in-region, it will be rolled out to audiences outside of Western Downs region through our typical channels and partner campaigns utilising existing and growing databases and social media channels.

Outside of region implementation phase will include:

- Targeted digital advertising

- Email direct marketing (EDM)
- Partnerships agreements and campaigns (Drive Inland, Adventure Way, SQCT, TSBE)
- Destination Events Marketing opportunities

Consultation (Internal/External)

Internal

- General Manager (Community and Liveability)

External

- Consultants 'Untold'
- Southern Queensland Country Tourism
- Various Tourism Stakeholders

Legal/Policy Implications (Justification if applicable)

NIL

Budget/Financial Implications

There is an allocation for the implementation of this Brand Campaign in the 2020/21 budget, no additional funds are being requested.

Human Rights Considerations

Section 4(b) of the *Human Rights Act 2019* (Qld) (the Human Rights Act) requires public entities 'to act and make decisions in a way compatible with human rights'.

There are no human rights implications associated with this report.

Conclusion

The Tourism Brand Campaign created by 'Untold', 'It's the people that make it', is modern and is a true reflection of this great Region.

Attachments

1. WDRC Tourism Strategy Presentation_16NOV20_Untold

Authored by: Amanda Maurice, Economic Development Manager



Western Downs

Tourism Brand Strategy

The objectives of the Branding Project are as follows:

- . Establish the foundations of a brand narrative that can be used by Council to increase tourism to the Western Downs through creative campaigns;
- . Increase consumer brand recognition for the Western Downs;
- . Provide our tourism industry and stakeholders with a narrative to leverage in their own marketing activities;
- . **Provide the vehicle to drive diverse and sustainable economic growth to the Western Downs in the longer term.**



Western Downs

Research Insights

Engagement, Knowledge, Pride
Engage and empower
Educate, build pride
Educate and empower, build pride and inclusion
(Pan-regional experiences)
Alignment and unity
Build culture of hospitality - Pride
Augment and create structural narrative

Western Downs

Tourism Markets/Personas

Grey Nomads

Entice with opportunities to engage more deeply and make personal and memorable connections. Change from a pit stop to a stop and see.

Grey NoVans

Engage on more emotional level including cultural interaction. Link existing product together to form packages while working towards enhanced product offerings.

Young Families

Engage with family friendly hospitality.

New, immersive product required to create return visitation.

Iso-scarred

Show our wide open spaces combined with our sparse, but approachable and interesting people.

Grounded Long-Haulers

Engage with a different approach that highlights unique culture and propositions.

Engaged Locals

Inspire with messages which are regionally inclusive beyond each town. Help them to promote their patch while spreading the larger message.

Local Furniture

Engage their pride by changing the dialogue. Return the focus to their stories, and subliminally bring them along for the ride with ubiquitous messaging.

Distracted Locals

Build a sense of local pride that makes them view showing off the region as a point of personal pride in their community. Provide them resources to educate them on local activities for themselves, their VFRs or other visitors they meet.

Investors and Tourism Product Developers

Heighten the image of the Downs as a progressive, forward looking region with residents and community organisations who are eager and engaged in development.

Stakeholder insights

Do you have a favourite secret spot or experience in the WD?

YES BUT IT'S A SECRET (I DON'T REALLY).
IT'S ALL PRETTY FANTASTIC.

Bunya Mountains, Bunya mountains, The Old Nab, Sunset or sunrise and the night skies, Barakula forest & township. Chinchilla and Condamine Campdrafts. Chinchilla Weir. Chinchilla Botanic Parklands, Miniature train at the Chinchilla Museum, when it opens its gates through to the Botanic Parklands. Chinchilla Weir. Old Chinchilla Shire- Kragra Gymkhana. Rural areas with no fences. Historical sites. Bunya Mountains. Bell. State Forests. Hoofprints Of Change. old farmhouses that has history behind them, Fishing waterways. Fishing competitions, Big Skies, Sandstone cliffs on the Dogwood Creek, Bunya Mountains, Dogwood Creek. Delicious & DeLIGHTful Festival, Stag-horn Gorge 'Gurulmundi State Forest'

Salt of the earth, rude, self absorbed, uninterested, need change, PRACTICABLE, Resourceful, Friendly, Great, Always willing to help, Friendly country people - mostly, Passionate about their own patch, Ordinary, Relaxed, Salt of the Earth - grounded, honest, proud, giving, friendly, Great people who are very passionate about their specific towns - sometimes too passionate, Diverse, interesting and available, Friendly, accommodating, willingness to help, Genuine & unstoppable, Friendly, stable and relaxed, Country living with modern opportunities, Passionate and proud, Passionate friendly welcoming

“It’s the people” with the great diversity that makes the culture of Western Downs what it is

Untold®

BRAND PERSONA

SUMMARY



Copyright Untold® 2020



Our Brand's Persona

Our tourism brand needs to be...

Down to Earth
Charming
Spirited
Hard-Working
Outdoorsy

Strategic Considerations

Constraints of the brief, and situation.

Tourism Brand Maturity

To truly deliver longer term results, the campaign must achieve shorter term goals including:

- Building local pride and inclusiveness
- Educating our ambassadors (locals)
- Encouraging local staycations
- Increasing the length of stay and depth of local experiences of existing visitors (particularly VFR)
- Creating momentum and perception of our regional brand as a positive area for ground-level tourism product investment.

This campaign has three different foci each containing their own sub-markets: internal, external and investor.

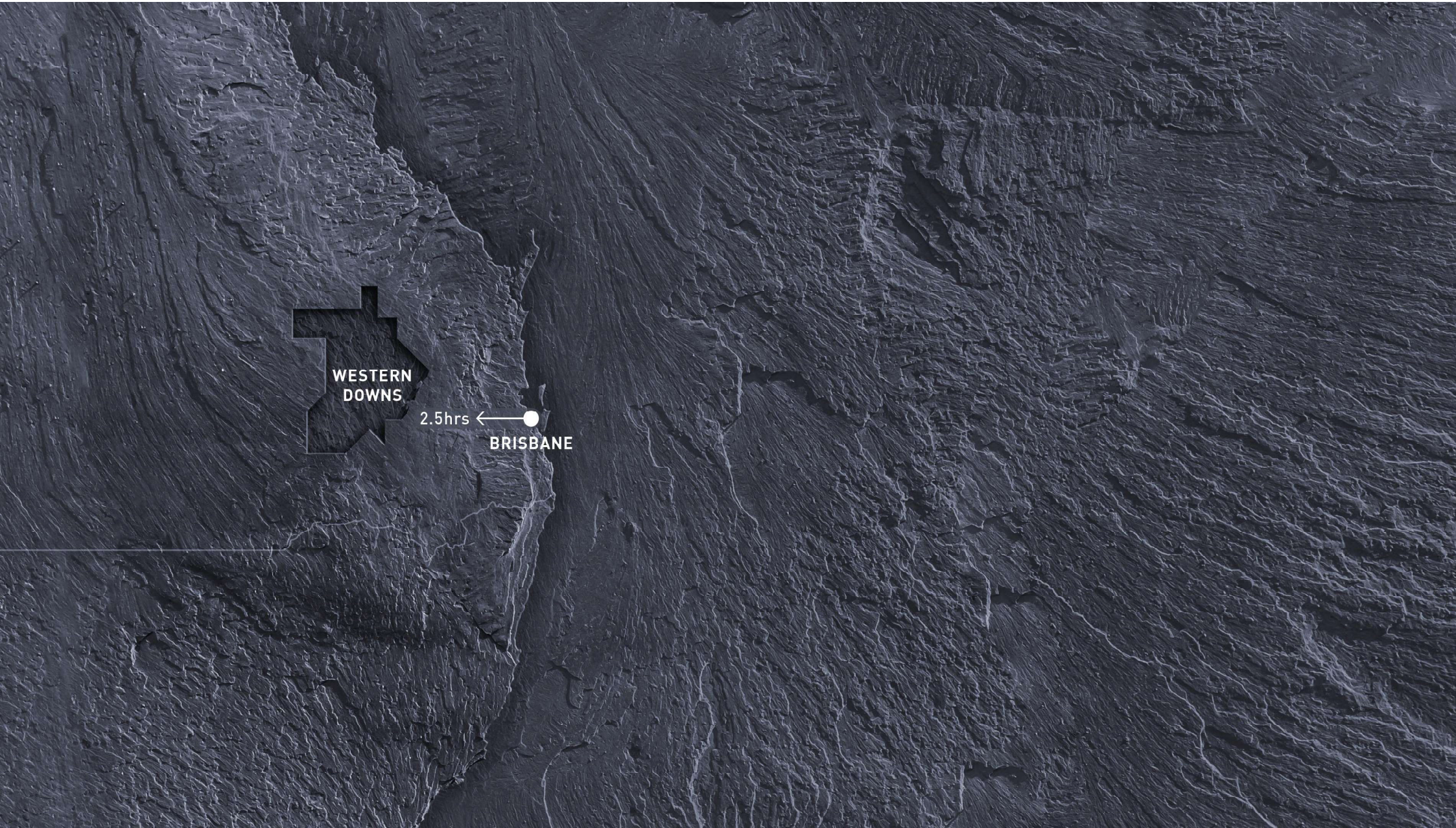


Western Downs

Campaign Creative



Visual Identity



WESTERN
DOWNS

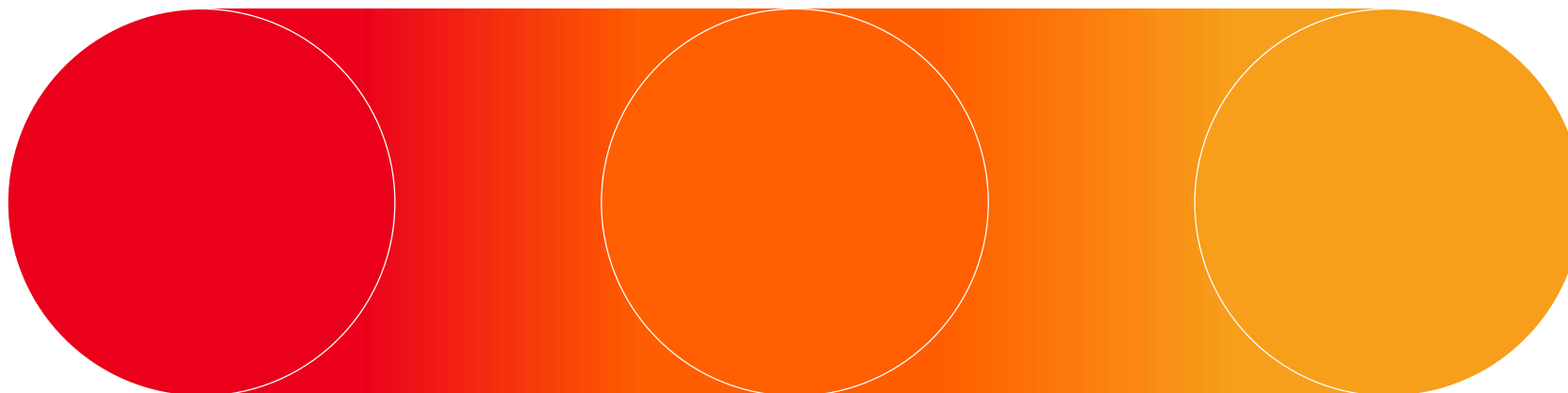
2.5hrs ← ●

BRISBANE

Untold®

Colour

Copyright Untold® 2020



West Red

RGB:	235/0/27
HEX:	EB001B
CMYK:	0/100/98/3
PANTONE:	2035 C

West Orange

RGB:	255/95/0
HEX:	FF5F00
CMYK:	0/75/100/0
PANTONE:	165 C

West Glow

RGB:	247/158/27
HEX:	F79E1B
CMYK:	0/44/100/0
PANTONE:	1375 C

Typography

Down to Earth
Charming
Hard-Working
Spirited
Outdoorsy

Aa

Kadwa Bold
-
Visual Identity Typeface
Campaign Copy,
Core Design Font

**ABCDEFGHIJKLM
NOPQRSTUVWXYZ
abcdefghijklm
nopqrstuvwxyz
0123456789**

Aa

Kadwa Regular
-
Visual Identity Typeface
Campaign Copy,
Core Design Font

**ABCDEFGHIJKLM
NOPQRSTUVWXYZ
abcdefghijklm
nopqrstuvwxyz
0123456789**

Untold®

Campaign

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Internal Market

External Market

Internal Market

Our region is a provider.
We supply resources
and crops to Australia
and to the world.

External Market

Internal Market

Our region is a provider.
We supply resources
and crops to Australia
and to the world.

External Market

Our region is diverse.
We create memories
through personal
experiences.

Internal Market

Our region is a provider.
We supply resources
and crops to Australia
and to the world.

We make stuff.

External Market

Our region is diverse.
We create memories
through personal
experiences.

Internal Market

Our region is a provider.
We supply resources
and crops to Australia
and to the world.

We make stuff.

External Market

Our region is diverse.
We create memories
through personal
experiences.

People make the
difference.

**It's the
people that
make it.**

**It's the
people that
make it.**

Experience Western Downs

**It's the
people that
make it.**