

Ordinary Meeting of Council

***Held at Western Downs Regional Council Wandoan
Customer Service Centre***

On Wednesday, 16 February 2022

Commencing at 09:30 AM

**J. TAYLOR
CHIEF EXECUTIVE OFFICER**

16 FEBRUARY 2022

Ordinary Meeting of Council Agenda

Location: Wandoan Cultural Centre
 6 Henderson Street
 Wandoan QLD 4419

Pages

1. **DECLARATION OF MEETING OPENING**
2. **OPENING PRAYER AND MINUTE SILENCE**
3. **APOLOGIES**
4. **CONGRATULATIONS**
5. **CONFIRMATION OF MINUTES**
 - 5.1. **Adopt Minutes Ordinary Meeting of Council** 1

The Purpose of this Report is for Council to adopt the Minutes of the Ordinary Meeting of Council held on Wednesday, 19 January 2022
6. **BUSINESS ARISING FROM THE MINUTES OF PREVIOUS MEETINGS**
7. **DECLARATIONS OF CONFLICTS OF INTEREST**
8. **PRESENTATION OF PETITIONS BY COUNCILLORS**
9. **MAYORAL UPDATE**
 - 9.1. **Executive Services Mayoral Report January 2022** 54

The purpose of this Report is to provide Council with significant meetings, forums and delegations attended by the Mayor during the month of January 2022.

10. 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.

10.1. EXECUTIVE SERVICES

10.2. CORPORATE SERVICES

10.2.1. Corporate Services Confidential Report Quarterly Liability Update as at 31 December 2021

The purpose of this Report is to provide Council with a quarterly update on liability matters as at 31 December 2021.

10.3. COMMUNITY AND LIVEABILITY

10.4. INFRASTRUCTURE SERVICES

10.4.1. Infrastructure Services Confidential Report Tender Evaluation Tender No MM07-21-22 Chinchilla CBD Water Main Replacements

The purpose of this Report is to provide Council with an assessment of the tenders received for Tender MM07-21-22 for Chinchilla CBD Water Main Replacements; and to consider awarding the Contracts.

11. DEPUTATION

12. PLANNING

12.1. (030.2021.315.001) Community and Liveability Report Request for Negotiated Decision Development Application Material Change of Use High Impact Industry (50MW Green Hydrogen Production Facility) and ERA 7(6) Chemical Manufacturing Warrego Highway Columboo 56

The purpose of this Report is for Council to decide the request for a Negotiated Decision for an approved (Preliminary Approval) for Material Change of Use to establish a High Impact Industry (50MW Green Hydrogen Production Facility) and Environmentally Relevant Activity 7(6) Chemical Manufacturing on land described as Lot 68 on BWR179 and Easement D on AP7606, situated at Warrego Highway, Columboola.

12.2. (030.2021.911.001) Community and Liveability Report Development Application Material Change of Use Major Electricity Infrastructure (Battery Storage Facility) 1039 Banana Bridge Road Brigalow CS Energy Pty Ltd C/- Reel Planning Pty Ltd 84

The purpose of this Report is for Council to decide the proposed development for a Material Change of Use to establish a Major Electricity Infrastructure (Battery Storage Facility) on land described as Lot 6 on DY532 and Easement Q on SP179326 and situated at 1039 Banana Bridge Road, Brigalow.

13. EXECUTIVE SERVICES

13.1.	Executive Services Chief Executive Officer Report January 2022 and Communications and Marketing Quarterly Report October to December 2021	126
	The purpose of this Report is to provide Council with:	
	<ol style="list-style-type: none"> 1. Significant meetings, forums and delegations attended by the Chief Executive Officer during the month of January 2022; and 2. An update on the activities of the Communication and Marketing team during the months of October to December 2021. 	
13.2.	Executive Services Report Outstanding Actions January 2022	130
	The purpose of this Report is to provide Council with an updated on the status of outstanding Council Meeting Action Items to 19 January 2022	
14.	CORPORATE SERVICES	
14.1.	Corporate Services Report Provision Additional Public Amenity Wandoan	133
	The purpose of this Report is to	
	seek Council's direction relating to the provision of an additional public amenity at Wandoan.	
14.2.	Corporate Services Report Q2 2021-22 Operational Plan and Enterprise Risk Management Review	170
	The purpose of this Report is to provide Council with:	
	<ol style="list-style-type: none"> 1. the status of the strategic risks which Council managers under the Enterprise Risk Management Framework; and 2. second quarter progress towards achieving the 2021-22 Operational Plan actions. 	
14.3.	Corporate Services Financial Report January 2022	188
	The purpose of this Report is to provide Council with the Financial Report for the period ending 31 January 2022.	
14.4.	Corporate Services Quarterly Report October to December 2021	197
	The purpose of this Report is to provide Council with an update in relation to the Corporate Services Departments during the second quarter of the 2021-2022 financial year.	
14.5.	Corporate Services Report Auction Results Sale Land Rates Arrears	204
	The purpose of this Report is to provide Council with the results of the sale of land for rates arrears process for 2021, which concluded with a public auction conducted 19 November 2021.	
15.	INFRASTRUCTURE SERVICES	
15.1.	Infrastructure Services Quarterly Report October to December 2021	208
	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.	

16. COMMUNITY AND LIVEABILITY

16.1. Community and Liveability Report Waste Contract Extensions 218
The purpose of this report is to update Council on several waste management facility and services operational contracts that are approaching the expiration of their initial period, and to seek Council's direction on the extension of these contracts.

16.2. Community and Liveability Report Health Services Governance Report 222
The purpose of this Report is to provide Council with an update in relation to:

- Council's management of Health Care Services, and
- the status of the transition of services to Southern Cross Care.

16.3. Community and Liveability Quarterly Report October to December 2021 232
The purpose of this Report is to provide Council with an update in relation to the Community and Liveability Division for the second quarter of the 2021 / 2022 Financial Year.

17. NOTICES OF MOTION

17.1. CONSIDERATION OF NOTICES OF MOTION/BUSINESS

17.2. RECEPTION OF NOTICES OF MOTION FOR NEXT MEETING

18. URGENT GENERAL BUSINESS

19. MEETING CLOSURE

Title **Adopt Ordinary Meeting of Council Minutes 19 January 2022**

Date 8 February 2022

Responsible Manager J. Taylor, 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, 19 January 2022

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 19 January 2022, 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, 19 January 2022.

Authored by: A. Lyell, EXECUTIVE SERVICES ADMINISTRATION OFFICER



Ordinary Meeting of Council Minutes

Date: Wednesday, 19 January 2022

Time: 9.30am

Location: Chinchilla Cultural Centre
80-86 Heeney Street,
Chinchilla Qld 4413

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:

J. K. Taylor, Chief Executive Officer

S. M. Peut, General Manager (Corporate Services)

G. K. Cook, General Manager (Infrastructure Services)

A. Yardley, Acting General Manager (Community and Liveability)

A. G. Lyell, Executive Services Administration officer

E. Kendall, Communications and Marketing Manager

H. Wex, Executive Officer to the Mayor

1. DECLARATION OF MEETING OPENING

The Chairperson declared the Meeting open at 9.30AM.

COUNCIL RESOLUTION

Moved By Cr. I. J. Rasmussen

Seconded By Cr. O. G. Moore

That Council approves the attendance of Cr. K. A. Bourne by teleconference

CARRIED

2. OPENING PRAYER AND MINUTE SILENCE

Pastor Lee Dallmann from the Country Hope Church, delivered the opening prayer. This was followed by the observance of a minute silence.

3. APOLOGIES

Nil.

4. CONGRATULATIONS

Nil.

UNCONFIRMED

5. CONFIRMATION OF MINUTES

5.1 Adopt Ordinary Meeting of Council Minutes 8 December 2021

The Purpose of this Report is for Council to adopt the Minutes of the Ordinary Meeting of Council held on Wednesday, 8 December 2021

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 8 December 2021, copies of which have been circulated to Members, be taken as read and confirmed.

CARRIED

6. BUSINESS ARISING FROM THE MINUTES OF PREVIOUS MEETINGS

Nil.

7. DECLARATION OF CONFLICT OF INTEREST

Corporate Services Report Land Disposal Part Lot 9 SP254412 Carmichael Street Chinchilla Ison Haulage

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:

1. her daughter and son-in-law own a property in close proximity to the property in this matter.

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

Corporate Services Report Sale of Lot 4 Drew Street, Dalby

In accordance with Chapter 6, Part 2, Division 5A of the *Local Government Act 2009*, GM Cook informed the meeting of a prescribed conflict of interest in respect to this matter due to:

1. his wife works for Elders Real Estate Dalby

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

UNCONFIRMED

8. PRESENTATION OF PETITIONS BY COUNCILLORS

8.1 State Government COVID-19 Mandate - CEO J Taylor

Moved By Cr. I. J. Rasmussen

Seconded By Cr. A. N. Smith

COUNCIL RESOLUTION

That the Petition be received and no further action be taken

CARRIED (8 to 1)

9. MAYORAL UPDATE

9.1 Executive Services Mayoral Report December 2021

The purpose of this Report is to provide Council with significant meetings, forums and delegations attended by the Mayor during the month of December 2021.

COUNCIL RESOLUTION

Moved By Cr. K. A. Maguire

Seconded By Cr. P. T. Saxelby

That this Report be received and noted

CARRIED

10. CONFIDENTIAL ITEMS

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- (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.*

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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 254J (3) (c,g) of the *Local Government Regulation 2012* at 9:56am to discuss the following Confidential Reports:

1. Corporate Services Confidential Report Amendment Management Agreement Swim Fit (c);
2. Infrastructure Services Confidential Tender Evaluation Report Tender No MM10-21-22 Dalby Corporate Office Solar Upgrade (g);
3. Infrastructure Services Confidential Tender Evaluation Report Tender No MM05-21-22 Boyd St Chinchilla Sewage Pump Station 1 Upgrade (g);
4. Infrastructure Services Confidential Report Russell Park Mountain Bike Trail Project - MM08-21-22 Trailhead Contract Award, Project Update and Budget Increase Request (g).

COUNCIL RESOLUTION - REOPEN MEETING

Moved By Cr. C. T. Tillman

Seconded By Cr. A. N. Smith

That Council resolve to reopen the Meeting at 10:09am

CARRIED

10.1 EXECUTIVE SERVICES

Nil.

10.2 CORPORATE SERVICES

10.2.1 Corporate Services Confidential Report Amendment Management Agreement Swim Fit

The purpose of this report is to seek approval to adjust the current terms of the Swim Fit Management Agreement.

COUNCIL RESOLUTION

Moved By Cr. M. J. James

Seconded By Cr. C. T. Tillman

That this Report be received and that Council approve:

1. a budget adjustment of \$38,589 (ex GST) for 2021-22, and \$49,969 in subsequent years, plus indexation, to accommodate the proposed increases to the Management Agreement fees.
2. the extension of the current Swim Fit Management Agreement for a further two (2) years beyond the current expiry date of June 2023, therefore extending until June 2025.

CARRIED

10.3 COMMUNITY AND LIVEABILITY

Nil.

10.4 INFRASTRUCTURE SERVICES

10.4.1 Infrastructure Services Confidential Tender Evaluation Report Tender No MM10-21-22 Dalby Corporate Office Solar Upgrade

The purpose of this Report is to provide Council with an assessment of the tenders received for Tender MM10-21-22 Dalby Corporate Office Solar Upgrade and to consider awarding the Contract.

COUNCIL RESOLUTION

Moved By Cr. A. N. Smith

Seconded By Cr. M. J. James

That this Report be received and that Council;

1. awards Contract MM10-21-22 for the design and construction of the Dalby Corporate Office Solar System Upgrade to Photon Energy Engineering Australia Pty Ltd for a tender price of \$658,480 (including gst).
2. resolve to delegate authority to the Chief Executive Officer to negotiate, make, vary, and discharge the contract associated with the MM10-21-22 Solar, Dalby capital project.

CARRIED

10.4.2 Infrastructure Services Confidential Tender Evaluation Report Tender No MM05-21-22 Boyd St Chinchilla Sewage Pump Station 1 Upgrade

The purpose of this Report is to provide Council with an assessment of the tenders received for Tender MM05-21-22 Boyd St Chinchilla Sewage Pump Station (SPS) 1 Upgrade and to consider awarding the contract.

COUNCIL RESOLUTION

Moved By Cr. P. T. Saxelby

Seconded By Cr. O. G. Moore

That this Report be received and that Council;

1. awards Contract MM05-21-22 for the Boyd St, Chinchilla - SPS 1 Upgrade to Moffat Engineering Pty Ltd t/a Hallco Engineering (ABN 89 603 050 371) for a tender price of \$ 1,546,930 (Excluding GST).
2. Approves an increase in budget for the Boyd Street Sewerage Pump Station 1 Upgrade of \$608,500 for a total budget of \$1,908,500, to be sourced from existing approved Utilities Project No. 55100.0075.0115.
3. Delegates authority to the Chief Executive Officer to negotiate, make, vary, and discharge the contract associated with the MM05-21-22 Boyd Street, Chinchilla Capital project.

CARRIED

10.4.3 Infrastructure Services Confidential Report Russell Park Mountain Bike Trail Project - MM08-21-22 Trailhead Contract Award, Project Update and Budget Increase Request

The purpose of this Report is to provide an update on the Russell Park Mountain Bike Trail project and seek Council's approval to award MM08-21-22 contract for the trailhead construction component of the project.

COUNCIL RESOLUTION

Moved By Cr. K. A. Bourne

Seconded By Cr. O. G. Moore

That this Report be received and that Council:

1. enter into a large-sized contractual arrangement, for the construction of the Trailhead component of the Russell Park Mountain Bike Trail project, under contract no. MM08-21-22 with Boyds Bay Landscaping Pty Ltd (ABN 84 109 913 082) for their lump sum price submitted of \$601,565.19 (ex GST).
2. delegate authority to the Chief Executive Officer to make, amend or discharge the MM08-21-22 contract with Boyds Bay Landscaping Pty Ltd, as required.
3. increase the Russell Park Mountain Bike Trail Head Construction budget from \$555,156 to \$809,268 to enable delivery of the full scope of the Trail Head project to be funded from savings identified in the adopted 2021/22 Infrastructure Services Capital Budget.

CARRIED

11. DEPUTATION

Nil.

12. PLANNING

12.1 (030&040.2021.500.001) Community and Liveability Report Development Application Material Change of Use Extractive Industry Operational Work Lot 42 on AG3324 5610 Bunya Highway Cooranga Pickering C/- SVR Environmental & Town Planning

The purpose of this Report is for Council to decide the development application for a Material Change of Use to establish an Extractive Industry (Quarry up to 100,000 tonnes per annum) and Operational Work (Roadworks, Earthworks and Drainage) on land described as Lot 42 on AG3324, located at 5610 Bunya Highway, Cooranga.

COUNCIL RESOLUTION

Moved By Cr. A. N. Smith

Seconded By Cr. K. A. Maguire

That this Report be received and that:

1. The application for a Material Change of Use to establish an Extractive Industry (Quarry up to a maximum of 100,000 tonnes per annum) and Operational Work (Roadworks, Earthworks and Drainage) on land described as Lot 42 on AG3324 and situated at 5610 Bunya Highway, Cooranga, 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

A P P R O V E D P L A N S A N D D O C U M E N T S

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

Plan No:ZA00771.PO5

Description:Overall Site Plan, prepared by Downes Group, dated 29/04/2021

Plan No:ZA00771.PO5

Description:Quarry Site Extent, prepared by Downes Group, not dated

Plan No:SO-01

Description:Site Office, prepared by SVR, dated 22/10/2021

Plan No.:SC-01

Description:Storage Container, prepared by SVR, dated 22/10/2021

Document:Environmental Management Plan, prepared by Downes Group Pty Ltd, Version 1, dated 11/06/2021

Document:Bell Quarry: Stormwater Management Plan, prepared by Groundwork Plus, Issue 3, dated May 2021

Document:Noise Impact Assessment, Version 1, prepared by Range Environmental Consultants, dated 22/10/2021

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

3.2 Plumbing Works.

APPROVED DEVELOPMENT

4. The approved development is a Material Change of Use for an Extractive Industry (Quarry up to a maximum of 100,000 tonnes per annum) 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.

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. A record of each year's output must be kept on-site and be available for review at the request of Council's Planning and Environment Manager or authorised delegate, within 48 hours of such request.

8.1 Material extracted from the site must not exceed an output of 100,000 tonnes per annum.

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

APPLICATION DOCUMENTATION

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

CONTOUR PLANS

11. Prior to commencement of any extraction, Council must be provided with an initial Contour Plan of the general extraction area shown on the Approved Plans. The Plan is to be prepared by a Licensed Surveyor.

12. On the first anniversary of this Development Permit taking effect, and every twelve (12) months thereafter, a new Contour Plan of the active Extraction Pit/s must be prepared by a Licensed Surveyor and must be submitted to Council for review.

HOURS OF OPERATION/LOADING AND UNLOADING

13. Quarrying operations and transport haulage must only operate between the following hours:

Monday to Friday: 7:00am to 6:00pm

Saturday: 8:00am to 2:00pm

Sunday and Public Holidays: No operation

14. Drilling and blasting must only occur between the following hours:

Monday to Friday: 9:00am to 3:00pm

Saturday: Not permitted

Sunday and Public Holidays: Not permitted

ENVIRONMENTAL MANAGEMENT PLAN

15. The approved use must be carried out in accordance with the Approved Environmental Management Plan, prepared by Downes Group Pty Ltd, Version 1, dated 11 June 2021, except as altered by conditions of this development approval.

16. The Environmental Management Plan must be implemented, maintained and modified where necessary, to maintain compliance with the requirements of this Development Approval at all times.

NOISE EMISSIONS

17. Noise emissions from the development shall not cause environmental harm or nuisance to adjoining properties or "Sensitive Land Uses".

18. Construct and maintain a 6 metre high earthen or rock bund around the northern portion of the fixed crushing plant areas as shown in Figure 3 of the Noise Impact Assessment prepared by Range Environmental Consultants, Version 1, dated 22 October 2021.

AIR EMISSIONS

19. Air emissions (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 2019*.

WASTE MANAGEMENT

20. All waste generated from construction of the premises must be effectively controlled on-site before disposal. All waste must be disposed of in accordance with the *Waste Reduction and Recycling Act 2011*.

21. 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*.

ENGINEERING WORKS

22. Undertake Engineering designs and construction in accordance with Council's Planning Scheme, Development Manual and Standard Drawings, and relevant Australian Standards.

23. Applicant is responsible for the full cost of any alterations necessary, to any infrastructure services and/or other public utility installations resulting from the development or from road and drainage works required in connection with the development.

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

24. Be responsible for the location and protection of any Council and public utility services infrastructure and assets that may be impacted during construction of the development.

25. Repair damage to any Council and public utility services infrastructure and assets where damage is a result of the proposed development.

26. Repair any damage to infrastructure assets immediately where it creates a hazard to the community, including a pedestrian or vehicular safety hazard and all other instances repair immediately upon completion of the work associated with the development.

ROADWORKS AND SAFETY

27. Install signage for all works on or near roadways in accordance with the "Manual for Uniform Traffic Control Devices – Part 3, Works on Roads".

STORMWATER MANAGEMENT

28. Provide Stormwater management generally in accordance with the Approved Stormwater Management Plan prepared by Groundwork Plus, Issue 3, dated May 2021 subject to detailed design and except as altered by conditions of this Development Approval.

29. Design and construct stormwater drainage to ensure that the development will achieve "no worsening" as described in the Queensland Urban Drainage Manual (QUDM).

30. Provide overland flow paths that do not adversely alter the characteristics of existing overland flows on other properties or that create an increase in flood damage on other properties.

VEHICLE ACCESS

31. Design and construct the proposed crossover between the property boundary and the edge of the Bunya Highway road pavement to the Department of Transport and Main Roads' standards.

32. Design and construct the access internal to the site in accordance with Approved Plan No. 013-013-300, Revision A, prepared by Bax Engineering Pty Ltd, dated 14 June 2021.

33. Measures shall be implemented to mitigate gravel being tracked onto the Bunya Highway.

FUEL STORAGE

34. 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 MANOEUVRING

35. The premises shall be provided with adequate on-site car parking spaces for employees, customers and manoeuvring for a minimum of a 26 metre B-double.

PONDING OF STORMWATER

36. Adjoining properties and roadways to the development are to be protected from ponding or nuisance from stormwater as a result of any activities undertaken as part of the proposed development.

EROSION AND SEDIMENT CONTROL

37. Undertake erosion and sediment control in accordance with the Erosion and Sediment Control Plan, prepared by Bax Engineering, Revision A, dated 20 June 2021.

ON-SITE WASTEWATER DISPOSAL

38. Connect the development to an on-site wastewater disposal system, in accordance with AS1547 and the Queensland Plumbing and Waste Water Code.

39. Obtain a Development Permit for Plumbing Work for the on-site sewerage treatment system.

WATER SUPPLY

40. Provide a potable water supply for staff and visitors. Monitor water quality continuously to ensure compliance with the Australian Drinking Water Guidelines - current edition 2011 and enHealth Guidance of Use of Standards for Potable Water.

ENVIRONMENTAL

41. The operations and construction work associated with this development shall be carried out to the requirements of Council. Where material is spilled or carried onto existing roads by vehicles emanating from the Quarry, it is to be removed forthwith so as to restrict dust nuisance and ensure traffic safety.

REHABILITATION

42. Rehabilitate the site at the time of decommissioning the extraction operations generally in accordance with Section 7 Rehabilitation Management Plan included in the Approved Environmental Management Plan, prepared by Downes Group Pty Ltd, Version 1, dated 11 June 2021.

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 drainage work, access driveway, internal roads, erosion and sediment control and design vehicle manoeuvring as detailed.

Comment: Works proposed within the State-controlled road reserve do not form a part of this approval.

1. The approval is subject to construction being undertaken in accordance with the Approved Plans listed below:

Plan No: 013-013-100, Revision A

Description: Overall Layout Plan, prepared by Bax Engineering Pty Ltd, dated 14.06.21

Plan No: 013-013-250, Revision A

Description: Sediment and Erosion Control Plan Sheet 1 of 2, prepared by Bax Engineering Pty Ltd, dated 14.06.21

Plan No: 013-013-251, Revision A

Description: Sediment and Erosion Control Plan Sheet 2 of 2, prepared by Bax Engineering Pty Ltd, dated 14.06.21

Plan No: 013-013-252, Revision A

Description:Sediment and Erosion Detail Sheet 1 of 3, prepared by Bax Engineering Pty Ltd, dated 14.06.21

Plan No:013-013-253, Revision A

Description:Sediment and Erosion Detail Sheet 2 of 3, prepared by Bax Engineering Pty Ltd, dated 14.06.21

Plan No:013-013-254, Revision A

Description:Sediment and Erosion Detail Sheet 3 of 3, prepared by Bax Engineering Pty Ltd, dated 14.06.21

Plan No:013-013-300, Revision A

Description:Roadworks Layout Plan - Sheet 1 of 4, prepared by Bax Engineering Pty Ltd, dated 14.06.21

Plan No:013-013-301, Revision A

Description:Roadworks Layout Plan - Sheet 2 of 4, prepared by Bax Engineering Pty Ltd, dated 14.06.21

Plan No:013-013-302, Revision A

Description:Roadworks Layout Plan - Sheet 3 of 4, prepared by Bax Engineering Pty Ltd, dated 14.06.21

Plan No:013-013-303, Revision A

Description:Roadworks Layout Plan - Sheet 4 of 4, prepared by Bax Engineering Pty Ltd, dated 14.06.21

Plan No:013-013-304, Revision A

Description:Road Typical Details, prepared by Bax Engineering Pty Ltd, dated 14.06.21

Plan No:013-013-310, Revision A

Description:Roadworks Longitudinal Section - Sheet 1 of 5, prepared by Bax Engineering Pty Ltd, dated 14.06.21

Plan No:013-013-311, Revision A

Description:Roadworks Longitudinal Section - Sheet 2 of 5, prepared by Bax Engineering Pty Ltd, dated 14.06.21

Plan No:013-013-312, Revision A

Description:Roadworks Longitudinal Section – Sheet 3 of 5, prepared by Bax Engineering Pty Ltd, dated 14.06.21

Plan No:013-013-313, Revision A

Description:Roadworks Longitudinal Section - Sheet 4 of 5, prepared by Bax Engineering Pty Ltd, dated 14.06.21

Plan No:013-013-314, Revision A

Description:Roadworks Longitudinal Section - Sheet 5 of 5, prepared by Bax Engineering Pty Ltd, dated 14.06.21

Plan No:013-013-330, Revision A

Description:Roadworks Cross Sections - Sheet 1 of 7, prepared by Bax Engineering Pty Ltd, dated 14.06.21

Plan No:013-013-331, Revision A

Description:Roadworks Cross Sections - Sheet 2 of 7, prepared by Bax Engineering Pty Ltd, dated 14.06.21

Plan No:013-013-332, Revision A

Description:Roadworks Cross Sections - Sheet 3 of 7, prepared by Bax Engineering Pty Ltd, dated 14.06.21

Plan No:013-013-333, Revision A

Description:Roadworks Cross Sections - Sheet 4 of 7, prepared by Bax Engineering Pty Ltd, dated 14.06.21

Plan No:013-013-334, Revision A

Description:Roadworks Cross Sections - Sheet 5 of 7, prepared by Bax Engineering Pty Ltd, dated 14.06.21

Plan No:013-013-335, Revision A

Description:Roadworks Cross Sections - Sheet 6 of 7, prepared by Bax Engineering Pty Ltd, dated 14.06.21

Plan No:013-013-336, Revision A

Description:Roadworks Cross Sections - Sheet 6 of 7, prepared by Bax Engineering Pty Ltd, dated 14.06.21

Plan No:013-013-340, Revision A

Description:Roadworks Typical Details, prepared by Bax Engineering Pty Ltd, dated 14.06.21

Plan No:013-013-400, Revision A

Description:Sight Distance Layout Plan, prepared by Bax Engineering Pty Ltd, dated 14.06.21

Plan No:013-013-410, Revision A

Description:Sight Distance Longitudinal Sections, prepared by Bax Engineering Pty Ltd, dated 14.06.21

Plan No:013-013-500, Revision A

Description:Manoeuvring Plans - Sheet 1 of 6, prepared by Bax Engineering Pty Ltd, dated 14.06.21

Plan No:013-013-501, Revision A

Description:Manoeuvring Plans - Sheet 2 of 6, prepared by Bax Engineering Pty Ltd, dated 14.06.21

Plan No:013-013-502, Revision A

Description:Manoeuvring Plans - Sheet 3 of 6, prepared by Bax Engineering Pty Ltd, dated 14.06.21

Plan No:013-013-503, Revision A

Description:Manoeuvring Plans - Sheet 4 of 6, prepared by Bax Engineering Pty Ltd, dated 14.06.21

Plan No:013-013-504, Revision A

Description:Manoeuvring Plans - Sheet 5 of 6, prepared by Bax Engineering Pty Ltd, dated 14.06.21

Plan No:013-013-505, Revision A

Description:Manoeuvring Plans - Sheet 6 of 6, prepared by Bax Engineering Pty Ltd, dated 14.06.21

1. Pay to Council, applicable inspection fees based on Council's Fees and Charges current at the time of inspection. The fee must be calculated based on the estimated project cost.
2. Provide proof that the Queensland State Government Portable Long Service Leave and other associated charges have been paid, prior to commencement of any work as applicable.
3. Adhere to the following hours of construction unless otherwise approved in writing by Council:

Monday to Saturday:6.30am to 6.30pmwork permitted

Monday to Sunday:6.30pm to 6.30amNo work permitted

Sunday and Public Holidays:No work permitted

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

1. Be responsible to carry out Work Health and Safety legislative requirements.
2. Ensure all work sites are maintained in a clean, orderly state at all times.
3. 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.
4. Be responsible for the location and protection of any Council and public utility services infrastructure and assets that may be impacted during construction of the development.
5. 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.
6. Submit to Council, certification from a suitably qualified Engineer (RPEQ) that the work has been undertaken in accordance with the Approved Plans, Documents and specifications and to Council's requirements, prior to commencement of the use.
7. 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.

8. Be responsible for the protection of nearby properties 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 their opinion, a dust nuisance exists.
9. Undertake any work for the safety or health of the community or protection of infrastructure where Council deems it necessary.

WORKS-ON-COMPLETION INSPECTION

4. Upon completion of the work and prior to commencement of the use, submit to Council, a written request stating that all approved work has been completed and ready for Council inspection.
5. Prior to commencement of the use, undertake any rectification work as directed by a Council Officer further to the works-on-completion inspection.

REFERRAL AGENCY RESPONSE

1. The applicant be advised of the attached Concurrence Agency response from the Department of State Development, Infrastructure, Local Government and Planning dated 11 August 2021.

ADVISORY NOTES

NOTE 1 -Special Rates

In lieu of levying infrastructure charges payable in conjunction with this Development Permit in accordance with the *Planning Act 2016*, road maintenance and depreciation costs associated with the Extractive Industry operations will be recouped by levying an annual special rate on the land on which the Extractive Industry is located.

NOTE 2 -Relevant Periods

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

Material Change of Use

(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.

Operational Work

(c) for any other part of the development approval—if the development does not substantially start within—

(i) the period stated for that part of the approval; or

(ii) if no period is stated—2 years after the approval starts to take effect."

NOTE 3 -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

<http://www.datsip.qld.gov.au/>

NOTE 4 -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 5 -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 work, and to ensure safe traffic control and safe public access in respect of work being constructed on a road.

NOTE 6 -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 7 -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 8 -Referral Agency Response

The Referral Agency response is attached to the approval.

NOTE 9 -Commencement of Use

Prior to commencement of this use, the applicant is to request a Compliance Inspection be undertaken by Council to confirm that all conditions of this Development Permit are considered compliant.

Upon receipt of confirmation from Council that all conditions of this Development Permit are considered compliant, the applicant is to notify Council within 20 business days, that this approved use has lawfully commenced.

CARRIED

COUNCIL RESOLUTION - ADJOURN MEETING

Moved By Cr. P. T. Saxelby

Seconded By Cr. M. J. James

That Council resolve to adjourn the Meeting.

The Meeting adjourned at 10:32am

The Meeting resumed at 10:48am

12.2 (030.2021.519.001) Community and Liveability Report Development Application Material Change of Use Low Impact Industry (Metal Fabrication Business) Lot 7 on RP840797 5 Watt Street Dalby McNeale

The purpose of this Report is for Council to decide the development application seeking a development approval for a Material Change of Use for Low Impact Industry (Metal Fabrication Business) on land legally described as Lot 7 on RP840797, located at 5 Watt Street, Dalby.

COUNCIL RESOLUTION

Moved By Cr. A. N. Smith

Seconded By Cr. P. T. Saxelby

That this Report be received and that:

1. The development application for a Material Change of Use to establish a Low Impact Industry (Metal Fabrication Business) on land described as Lot 7 on RP840797, located at 5 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:

Plan No:001

Description: Site Plan, prepared by S McNeale, dated 6/7/21, as amended in red by Council on 15 December 2021

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 Low Impact Industry (Metal Fabrication Business) as shown on the Approved Plan.

COMPLIANCE, TIMING AND COSTS

4. All costs associated with compliance with these conditions shall be the responsibility of the developer unless otherwise noted.

MAINTENANCE

5. 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.

APPLICATION DOCUMENTATION

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

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.

OPERATING HOURS

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

Monday to Friday (except public holidays):7:30am to 4:00pm

Saturday and Sunday:No operation

NOISE EMISSIONS

9.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 2019*.

10.In the event that Council receives a valid complaint of unreasonable noise emissions as a consequence of the operations of the approved use, Council may require that the applicant undertake works on the and/or implement management practices to ensure that noise emissions comply with the requirements of the *Environmental Protection (Noise) Policy 2019*.

AIR EMISSIONS

11.Air emissions (dust) from sensitive land uses shall not cause environmental harm or nuisance to adjoining properties or " Sensitive Land Uses" in accordance with the *Environmental Protection (Air) Policy 2019*.

LIGHTING

12.Direct lighting or lighting must not exceed 8.0 lux at 1.5 metres beyond the boundary of the site.

VISUAL AND GENERAL AMENITY

13.Any graffiti on the building must be immediately removed.

14.The building and property must be maintained in a clean and tidy manner at all times.

15.All plant, air-conditioning equipment and the like must be visually screened from the street.

16.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.

REFUSE STORAGE AREAS

17.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.

WASTE MANAGEMENT

18. All waste generated from construction of the premises must be effectively controlled on-site before disposal. All waste must be disposed of in accordance with the *Waste Reduction and Recycling Act 2011*.

19. 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*.

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

20. 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.

21. 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.

HAZARDOUS CHEMICAL STORAGE

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

WATER SUPPLY

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

ELECTRICITY AND TELECOMMUNICATIONS

24. Connect the development to electricity and telecommunication services.

VEHICLE ACCESS

25. No access is permitted to the Warrego Highway road reserve.

PARKING AND ACCESS - GENERAL

26. Design and construct all driveway and parking areas with a dust suppressive gravel surface.

27. Provide a minimum of five (5) car parking spaces including a minimum of 1 Person with Disability (PWD) parking space.

28. 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.

29. Provide vehicle bollards or tyre stops to control vehicular access and protect landscaping or pedestrian areas where appropriate.

30. Maintain dust suppression treatment to all internal roadways, and vehicle manoeuvring areas ensuring not to have an adverse impact on adjoining properties.

31. In the event that Council receives a bonafide complaint 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 all vehicle manoeuvring areas.

STORMWATER MANAGEMENT

32. Design and construct stormwater drainage to ensure that there is no nuisance to the current use or potential future use of all downstream properties including road reserves and the like.

33. Provide overland flow paths that do not adversely alter the characteristics of existing overland flows or create an increase in flood damage on other properties.

34. Ensure that adjoining properties and roadways are protected from ponding as a result of any site works undertaken.

35. Do not concentrate post-development flows to adjoining properties.

EROSION AND SEDIMENT CONTROL - GENERAL

36.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.

37.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

38.Undertake operations and construction work associated with this development to the requirements of Council, including the following:

38.1do 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;

38.2remove immediately, any material spilled or carried onto existing roads to avoid dust nuisance and ensure traffic safety; and

38.3do not carry out work on Sundays or Public Holidays (unless approved otherwise by Council).

39.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:

39.1uncontaminated overland stormwater flow; and

39.2uncontaminated stormwater to the stormwater system.

40. *Toilet Facilities: By 31 May 2022:*

- *the portable toilet facility located on site must be discontinued and removed from the premise; and*
- *a permanent toilet facility must be provided at the premise within or attached to the workshop building.*

REFERRAL AGENCY RESPONSE

The Department of State Development, Infrastructure, Local Government and Planning (Department of Transport and Main Roads) provided a Concurrence Agency response on 11 November 2021 which is attached.

ADVISORY NOTES

NOTE 1: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 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 .

<http://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 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.

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

"Chapter 6Dispute Resolution

Part 1Appeal Rights

229Appeals 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."

CARRIED

12.3 (030.2021.610.001) Community and Liveability Report Development Application Material Change of Use Undefined Use (Micro Brewery) and Extension to Tourist Park (10 Cabins) 1 Braithwaite Street Chinchilla JFW Enterprises T/A Australian Agricultural and Envi

The purpose of this Report is for Council to decide the proposed development for Material Change of Use to establish an Undefined Use (Micro Brewery) and extension to Tourist Park (10 Cabins) on land described as Lot 3 on SP227690, located at 1 Braithwaite Street, Chinchilla.

COUNCIL RESOLUTION

Moved By Cr. K. A. Maguire

Seconded By Cr. C. T. Tillman

That this Report be received and that:

1.The application for a Material Change of Use to establish an Undefined Use (Micro Brewery) and Extension to Tourist Park (10 Cabins) on land described as Lot 3 on SP227690, located at 1 Braithwaite Street, Chinchilla, be approved, subject to the following conditions:

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:

Plan No:AAES-01, Sheet 1 of 2

Description:Location Plan, prepared by O'Donohue Hanna & Associates Pty Ltd, dated 31st August 2021

Plan No:AAES-01, Sheet 2 of 2

Description:Floor Plans & Elevations, prepared by O'Donohue Hanna & Associates Pty Ltd, dated 31st August 2021

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 Operational Work;

3.2 Building Work; and

3.3 Plumbing Works.

APPROVED DEVELOPMENT

4. The approved development is a Material Change Use for an Undefined Use (Micro Brewery) and Extension to Tourist Park (10 x Cabins) as shown on the Approved Plans.

5. The development is to occur sequentially in the following Stages as shown on the Approved Plans:

Stage 1: Micro Brewery and undercover entertainment area, internal roadway and car parking

Stage 2: Ancillary Food Outlet (Tourist Tasting Facility)

Stage 3: 10 Cabins

6. Conditions within this approval are applicable to all Stages of the development, unless otherwise specified.

COMPLIANCE, TIMING AND COSTS

7. 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.

8. All costs associated with compliance with these conditions shall be the responsibility of the developer unless otherwise noted.

FEES AND CHARGES

9. 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

10. 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.

11. The site shall be maintained in a clean and orderly state at all times, to Council's satisfaction.

INFRASTRUCTURE CHARGES

12. All infrastructure charges including those associated with Council's Water, Sewer, 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 relevant to each Stage of the development.

HOURS OF OPERATION – STAGES 1 AND 2

13. The Micro Brewery, Food Outlet (Tourist Tasting Facility) and associated activities must only operate during the following hours:

Monday to Thursday: 12:00pm to 7:00pm

Friday: 12:00pm to 8:00pm

Saturday and Sunday: 9:00am to 6:00pm

OUTDOOR LIGHTING - IMPACT MITIGATION

14. Outdoor lighting of the development shall mitigate adverse lighting and illumination impacts by:

14.1 providing outdoor lighting that is designed, installed and regulated in accordance with the parameters outlined in Australian Standard 1158.1.1 – Control of Obtrusive Effects of Outdoor Lighting; and

14.2 installation of outdoor lighting that:

14.2.1 provides graduated intensity lighting with lower level brightness at the perimeter of the subject land and higher intensities at the centre of the subject land;

14.2.2 is directed onto the subject land and away from neighbouring properties; and

14.2.3uses shrouding devices to preclude light overspill onto surrounding properties where necessary.

LANDSCAPING – GENERAL

15. The developer must submit to Council's Planning and Environment Manager or authorised delegate for endorsement, a Landscape Plan for all landscaping associated with the development, prior to commencement of the use. The Plan shall be prepared by a suitably qualified and experienced Landscape Architect, Horticulturalist, or other person experienced in landscape design and construction.

16. The Landscape Plan must detail:

16.1the typical species to be planted, consisting mainly of drought-tolerant species suitable to their individual location on-site;

16.2the number and size of plants; and

16.3the typical planting detail including preparation, backfill, staking and mulching.

17.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.

18.Landscaping areas illustrated on the Approved Landscaping Plan are to be retained on-site and maintained at all times.

FENCING

19. Any fencing that is installed is to be in keeping with the character of the surrounding area.

20. Boundary fences are not to be erected in a parallel arrangement with existing fences erected along the same boundary. That is, the existing fence shall be completely removed.

VISUAL AND GENERAL AMENITY

21.Any graffiti on the buildings must be removed.

22.The buildings and the site must be maintained in a clean and tidy manner at all times.

23.All plant, air-conditioning equipment and the like shall be visually screened from the street.

24.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.

REFUSE STORAGE AREA AND COLLECTION

25.Refuse bin storage areas must be provided on the premises within an enclosed structure or behind a building so that they are screened from public view with a minimum 1.5 metre high solid fence or wall.

26.The developer must provide a sufficient number of general waste bins with a sufficient capacity throughout the development footprint for the disposal of waste and rubbish associated with the use.

27. The size and capacity of the refuse storage areas must be sufficient to accommodate the level of waste likely to be generated from the development having regard to the frequency of refuse collection.

28. Waste collection must be undertaken in a manner that complies with the following requirements:

28.1 the bins must be located in a manner that allows the refuse vehicle to pick them up automatically without the driver or any other person having to relocate them;

28.2 the collection of putrescible waste arising from any activities undertaken on this development must be collected and removed at periods not exceeding seven days;

28.3 the collection of waste must be undertaken so as to minimise, so far as reasonable and practical, excessive noise to neighbouring occupants;

28.4 the collection method must ensure that waste is adequately managed to prevent escape of contamination; and

28.5 waste removal is to be conducted between the hours of 7am and 6pm from Monday to Friday and between 8am and 6pm Saturdays and Sundays.

29. Refuse bin collection areas must be maintained in a manner that complies with the following requirements:

29.1 waste containers must be kept in a clean state and in good repair;

29.2 waste containers are to be provided with tight-fitting lid assemblies designed to prevent ingress of pests and water;

29.3 all waste containers supplied must be kept within the boundaries of the premises; and

29.4 unobstructed access must be provided to all waste containers for the removal of waste.

WASTE MANAGEMENT

30. All waste generated from construction of the premises must be effectively controlled on-site before disposal. All waste must be disposed of in accordance with the *Waste Reduction and Recycling Act 2011*.

31. 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*.

NOISE EMISSIONS

32. Noise emissions from the development shall not cause environmental harm or nuisance to adjoining properties or "Sensitive Receptors" in accordance with the *Environmental Protection (Noise) Policy 2019*.

33. In the event that Council receives a bonafide complaint regarding noise emissions produced from the site, Council reserves the right to review the approved operating and loading/unloading hours and to require the applicant to re-assess site management procedures already in place. In this instance, the applicant may be required to undertake an assessment of noise impacts through a third party and implement any recommendations in relation to noise attenuation by a date agreed to by Council.

AIR EMISSIONS

34. 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 2019*.

ENGINEERING WORKS

35. Submit to Council, an Operational Work application for earthworks, stormwater, roadworks, access and parking, and erosion and sediment control.

36. Undertake Engineering designs and construction in accordance with Council's Planning Scheme, Development Manual and Standard Drawings, and relevant Australian Standards.

37. 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

38. Be responsible for the location and protection of any Council and public utility services infrastructure and assets that may be impacted 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 ARI2, ARI5, ARI10, ARI20 and ARI50.

41. Provide overland flow paths that do not alter the characteristics of existing overland flows or create an increase in flood damage on other properties.

42. Ensure that adjoining properties and roadways are protected from ponding as a result of any site works undertaken.

43. Discharge post-development stormwater from the development at a lawful point of discharge.

FLOODING - GENERAL

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

45. Construct all buildings and structures generally in the locations shown in the Approved Plans and outside the mapped flood extent of the Planning Scheme.

RISK MANAGEMENT PLAN

46. Submit to Council, a Flood Risk Management Plan prepared by a suitably qualified person (Registered Professional Engineer of Queensland). As a minimum, the Plan is to address and document in detail, the following in relation to the proposed development and property:

46.1 Awareness and preparation in the event of a flood event -

- knowing the risk,

- understanding the vulnerability,
- preparation requirements for the wet season,
- documentation and planning, and
- provision of an emergency kit;

46.2 Trigger criteria and evacuation response -

- when to leave,
- when to stay,
- risk management of property and people,
- services management, eg turn off solar panels, gas, water, power, evacuation destination/s;

46.3 Post event action planning -

- steps to reoccupy after an event/move back,
- management of clearances required, eg electrical services inspection, water quality in tanks; and

46.4 Familiarisation, review and updating of the plan.

- Procedures for change of ownership/tenancy.
- Procedures for seeking advice/changes/approvals from Council's Planning and Environment Manager.

47. Ensure a copy of the Council Approved Flood Risk Management Plan is available on-site to customers, staff and Council at all times.

48. Implement recommendations of the Risk Management Plan.

WATER SUPPLY

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

WATER SUPPLY - FIRE FIGHTING SUPPLY

50. Provide adequate water supply to meet the peak demands of the development, and fire fighting pressures/flows to Council's requirements. Any upgrades to Council's network shall be carried out further to an Operational Work Permit.

SEWERAGE

51. Connect the development to Council's reticulated sewerage system via a single connection. The connection must be designed in accordance with Council's standards and be approved by Council's Utility Services Section.

52. Actual connection to Council's live sewerage infrastructure must be undertaken by or under the supervision of Council.

53. Do not undertake building work within 1.5 metres from the centre of any existing sewer pipework or within the Zone of Influence, whichever is the greater (measured horizontally).

54. Maintain a minimum of a 3 metre wide corridor to be maintained for maintenance/upgrade purposes.

55. Ensure that a clear level area of a minimum of a 2.5 metre radius surrounding any existing sewer manholes on the site, is provided for future maintenance/upgrade purposes.

56. The above minimum clearances to Council's sewer infrastructure do not preclude the need for work to proposed structures to prevent loading to the sewer system.

PARKING AND ACCESS - GENERAL

57. All driveways, car parking, delivery, and manoeuvring areas shall be sealed. Design and construct all sealed areas with concrete, asphalt or a two-coat bitumen seal.

58. Provide forty (40) car parking spaces for customers and guests as shown in the Approved Plans of the development.

59. Provide two (2) person with disability (PWD) car parking spaces designed and constructed in accordance with AS2890.6 Off-Street Parking for People with Disabilities.

60. Provide vehicle bollards or tyre stops to control vehicular access and to protect landscaping or pedestrian areas where appropriate.

61. Provide directional signage to enable all vehicles to enter and leave the site in a forward gear.

62. 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.

Timing: Prior to commencement of the use of Stage 1.

VEHICLE ACCESS

63. Access for the development shall be taken from the "Main Entry" as shown on the plans of development. The existing access to the property shall only be used for the existing residence.

64. Prior to commencement of the use of Stage 1, construct a commercial standard crossover between the property boundary and the edge of the Braithwaite Street road pavement for the main access driveway, having a minimum width of 6 metres, generally in accordance with Council's Standard Drawing No. R-006, Revision C. Ensure that crossover splay is designed to accommodate turning movements of a Medium Rigid Vehicle.

65. Construct any new crossovers such that the edge of the crossover is no closer than 1 metre to any existing or proposed infrastructure, including any service infrastructure (eg power pole, telecommunications pit), road infrastructure (eg street sign, street tree, etc).

66. Prior to commencement of the use of Stage 1, construct a sealed (bitumen, asphalt or concrete) driveway with a minimum width of 6 metres along the full length of the access handle.

67. During construction, all site access shall be via the "Main Entry" location.

ROADWORKS - FRONTAGE WORKS

68. Prior to commencement of the use of Stage 1, design and construct the area of Braithwaite Street along the frontage of the proposed development as an Urban Access

(B) in accordance with Council's Standard Drawing No.R-003, relevant Austroads' Standards and Council's Planning Scheme. More specifically, include the following:

68.1 Extend Braithwaite Street from the end of the existing bitumen seal to the western boundary of the "Main Entry".

68.2 Construct the road extension to a minimum carriageway width to match the existing seal and formation width on Braithwaite Street. The pavement shall be unbound granular, with a Double/Double bitumen seal. The road shall be designed and constructed under a further Development Permit for Operational Work;

68.3 Concrete kerb and channel on the northern side of Braithwaite Street to match the type and alignment of the kerb adjacent to the east; and

68.4 Provision for stormwater drainage, tapers to existing/new road pavements, signage, associated with the required road works and road reserve transitions between existing and proposed roads.

ELECTRICITY AND TELECOMMUNICATIONS

69. Connect the development to electricity and telecommunication services.

EARTHWORKS - GENERAL

70. Do not undertake any earthworks without a further approval from Council except for the works ancillary to building works.

71. Undertake any earthworks in accordance with the provisions of AS3798 Guidelines on Earthworks for Commercial and Residential Developments.

EROSION AND SEDIMENT CONTROL - GENERAL

72. 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.

73. 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

74. Undertake operations and construction work associated with this development to the requirements of Council, including the following:

74.1 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;

74.2 remove immediately, any material spilled or carried onto existing roads to avoid dust nuisance and ensure traffic safety; and

74.3 do not carry out work on Sundays or Public Holidays (unless approved otherwise by Council).

75. 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:

75.1 uncontaminated overland stormwater flow; and

75.2 uncontaminated stormwater to the stormwater system.

WORKS-ON-COMPLETION INSPECTION

76. Upon completion of the work and prior to commencement of the use, submit to Council, a written request stating that all approved work has been completed and ready for Council inspection.

77. Prior to commencement of the use, undertake any rectification work as directed by a Council Officer further to the works-on-completion inspection.

ADVISORY NOTES

NOTE 1 -Relevant Periods

*"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 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 .

<http://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

An Infrastructure Charges Notice is attached to this approval in accordance with the conditions of approval.

CARRIED (8 to 1)

**12.4 (030.2021.95.001) Community and Liveability Report Development
Application Material Change of Use Tourist Park at 210 Halliford Road
Ducklo MD Al-Amin Mahmud Khan C/- BPlanned and Surveyed Pty Ltd**

The purpose of this report is for Council to decide the proposed development for a Material Change of Use to establish a Tourist Park on land described as Lot 12 on RP850451 situated at 210 Halliford Road, Ducklo.

COUNCIL RESOLUTION

Moved By Cr. K. A. Maguire

Seconded By Cr. A. N. Smith

That this report be received and that:

1. The application for a Material Change of Use to establish a Tourist Park on land described as Lot 12 on RP850451 and situated at 210 Halliford Road, Ducklo, 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:

Plan No:DA-02, Issue 01

Description:Ducklo Tourist Park, Site Layout, prepared by Reddog Architects, dated 15.09.21

Plan No:DA-03, Issue 01

Description:Ducklo Tourist Park, Stage 1 Plan, prepared by Reddog Architects, dated 15.09.21

Plan No:DA-04, Issue 01

Description:Ducklo Tourist Park, Stage 2 Plan, prepared by Reddog Architects, dated 15.09.21

Plan No:DA-05, Issue 01

Description:Ducklo Tourist Park, 2 Bed Cabin Floor Plan and Elevations, prepared by Reddog Architects, dated 15.09.21

Plan No:DA-06, Issue 01

Description:Ducklo Tourist Park, Amenities Floor Plan and Elevations, prepared by Reddog Architects, dated 15.09.21

Plan No:DA-07, Issue 01

Description:Ducklo Tourist Park, BBQ Blocks 1 & 2 Floor Plan and Elevations, prepared by Reddog Architects, dated 15.09.21

Plan No:DA-08, Issue 01

Description:Ducklo Tourist Park, Function Centre and Café/Administration Building Floor Plan and Roof Plan, prepared by Reddog Architects, dated 15.09.21

Plan No:DA-09, Issue 01

Description:Ducklo Tourist Park, Function Centre and Café/Administration Building Elevations, prepared by Reddog Architects, dated 15.09.21

Plan No:DA-11, Issue 01

Description:Ducklo Tourist Park, Manager's Residence Floor Plan and Elevations, prepared by Reddog Architects, dated 15.09.21

2. Provide Elevation Plans for the proposed Staff Accommodation building which clearly illustrates the maximum height of the building above natural ground level, for Council's review and endorsement.

3. 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.

4. The following further Development Permits must be obtained prior to commencement of any work associated with the process:

4.1 Operational Work;

4.2 Building Work; and

4.3 Plumbing Works.

APPROVED DEVELOPMENT

5. The approved development is a Material Change of Use for a Tourist Park as shown on the Approved Plans. No occupation of the premises by permanent residents or non-resident workforce accommodation is permitted (apart from staff members or their family members housed in in the Staff Accommodation or Manager's Residence).

6. The development is to occur sequentially in the following Stages as shown on the Approved Plans:

Stage 1:48 Cabins, 10 Camp Sites, Manager's Residence, Function Facility, Café/Administration Building, and Recreation Area.

Stage 2:62 Cabins, 10 Camp Sites, Staff Accommodation and Recreation Area.

7. Conditions within this approval are applicable to each Stage of the development, unless otherwise specified.

COMPLIANCE, TIMING AND COSTS

8. 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.

9. All costs associated with compliance with these conditions shall be the responsibility of the developer unless otherwise noted.

FEES AND CHARGES

10. 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

11. 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.

12. The site shall be maintained in a clean and orderly state at all times, to Council's satisfaction.

INFRASTRUCTURE CHARGES

13. All infrastructure charges including those associated with Council's Water, Sewer, 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 relevant to each Stage of the development.

OUTDOOR LIGHTING - IMPACT MITIGATION

14. Outdoor lighting of the development shall mitigate adverse lighting and illumination impacts by:

14.1 providing outdoor lighting that is designed, installed and regulated in accordance with the parameters outlined in Australian Standard 1158.1.1 – Control of Obtrusive Effects of Outdoor Lighting; and

14.2 installation of outdoor lighting that:

14.2.1 provides graduated intensity lighting with lower level brightness at the perimeter of the subject land and higher intensities at the centre of the subject land;

14.2.2 is directed onto the subject land and away from neighbouring properties; and

14.2.3 uses shrouding devices to preclude light overspill onto surrounding properties where necessary.

LANDSCAPING

15. The developer must prepare and landscape the site incorporating all landscaping areas (including all open/green space areas) as shown on the Approved Site Plan.

16. 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.

17. 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.

FENCING

18. Any fencing that is installed is to be in keeping with the character of the surrounding area.

19. Boundary fences are not to be erected in a parallel arrangement with existing fences erected along the same boundary. That is, the existing fence shall be completely removed.

VISUAL AND GENERAL AMENITY

20. Any graffiti on the buildings must be removed.

21. The buildings and the site must be maintained in a clean and tidy manner at all times.

22. All plant, air-conditioning equipment and the like shall be visually screened from the street.

REFUSE STORAGE AREA AND COLLECTION

23. Refuse bin storage areas must be provided on the premises within an enclosed structure so that they are screened from public view with a minimum 1.5 metre high solid fence or wall.

24. The developer must provide a sufficient number of general waste bins with a sufficient capacity throughout the development footprint for the disposal of waste and rubbish associated with the use.

25. The size and capacity of the refuse storage areas must be sufficient to accommodate the level of waste likely to be generated from the development having regard to the frequency of refuse collection.

26. Waste collection must be undertaken in a manner that complies with the following requirements:

26.1 the bins must be located in a manner that allows the refuse vehicle to pick them up automatically without the driver or any other person having to relocate them; and

26.2 the collection of putrescible waste arising from any activities undertaken on this development must be collected and removed at periods not exceeding seven days.

27. Refuse bin collection areas must be maintained in a manner that complies with the following requirements:

27.1 waste containers must be kept in a clean state and in good repair;

27.2 waste containers are to be provided with tight-fitting lid assemblies designed to prevent ingress of pests and water;

27.3 all waste containers supplied must be kept within the boundaries of the premises; and

27.4 unobstructed access must be provided to all waste containers for the removal of waste.

28. Collected waste is not to be taken to the Ducklo Waste Facility as per the Waste Facility's displayed signage.

WASTE MANAGEMENT

29. All waste generated from construction of the premises must be effectively controlled on-site before disposal. All waste must be disposed of in accordance with the *Waste Reduction and Recycling Act 2011*.

30. 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*.

NOISE EMISSIONS

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

32. In the event that Council receives a bonafide noise complaint regarding noise emissions produced from the site, Council reserves the right to review the approved operating and loading/unloading hours and to require the applicant to re-assess site management procedures already in place. In this instance, the applicant may be required

to undertake an assessment of noise impacts through a third party and implement any recommendations in relation to noise attenuation by a date agreed to by Council.

AIR EMISSIONS

33. 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 2019*.

REGIONAL INFRASTRUCTURE CORRIDOR - STOCK ROUTE

34. Boundary fencing is to be maintained to the road boundary adjoining the Stock Route (Halliford Road).

35. Any new access from a road servicing a Stock Route (Halliford Road) must include a gate or grid to prevent stock entry to premises.

ENGINEERING WORKS

36. Submit to Council, an Operational Work application for all civil works including earthworks, roadworks, access and parking, and design vehicle manoeuvring.

37. Undertake Engineering designs and construction in accordance with Council's Planning Scheme, Development Manual and Standard Drawings, and relevant Australian Standards.

38. 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.

39. 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

40. 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.

41. 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.

CONSTRUCTION AND NUISANCE MANAGEMENT PLAN

42. Prior to commencement of works, submit to Council for endorsement, a Construction and Nuisance Management Plan for the approved development work for the site. The Plan is to cover where applicable, the following:

- air quality management;
- noise and vibration management;
- storm water quality management;
- erosion and sediment management;
- vegetation management;

- waste management;
- complaint management;
- community awareness;
- preparation of site work plans;
- workers' car parking arrangements; and
- traffic control during works.

43. Implement the approved Construction Management Plan at all times during construction of the development.

44. Ensure a legible copy of the approved Construction Management Plan is available on-site at all times during construction and earthworks.

STORMWATER MANAGEMENT

45. Submit to Council, simultaneously with the Operational Work application, a revised, final and detailed Stormwater Management Plan for approval. This Stormwater Management Plan must include, but not be limited to the following:

45.1 demonstration 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 ARI2, ARI5, ARI10, ARI20 and ARI50;

45.2 details of stormwater drainage and mitigation measures;

45.3 the lawful point of discharge;

45.4 impacts to overland flow paths and mitigation measures;

45.5 external catchment flow.

46. Provide overland flow paths that do not alter the characteristics of existing overland flows or create an increase in flood damage on other properties.

47. Ensure that adjoining properties and roadways are protected from ponding as a result of any site works undertaken.

WATER SUPPLY

48. Provide a potable water supply for the development, and monitor water quality continuously to ensure compliance with Australian Drinking Water Guidelines - current edition 2011 and enHealth Guidance of Use of Standards for Potable Water.

49. Stage 1 of the development shall have a minimum potable water storage capacity of 150kl.

50. Stage 2 of the development shall have a minimum potable water storage capacity of 3 x (Peak Day – Mean Day Maximum Month) based on the usage of Stage 1, with a minimum of 150kl.

Comment: Water supply from Council sources, including standpipes, cannot be assumed to be available at all times. Council reserves the right to restrict supply partially or completely depending on Council's requirements, and the developer should make provision for alternate sources of water.

WATER SUPPLY - FIRE FIGHTING SUPPLY

51. Dedicated on-site fire fighting equipment must include a minimum of 5,000 litres of water provided in a mobile tank. The tank must be equipped with a 50mm male camlock fitting for rural fire fighting connections.

52. The volume of fire fighting water supply must be separate from the potable water supply.

Comment: Additional fire fighting storage and capability may be required to meet building standards.

ON-SITE WASTEWATER DISPOSAL

53. On-site wastewater treatment and disposal shall be carried out in accordance with the "Land Suitability Assessment for Onsite Effluent Disposal" prepared by Urban Catalyst 3 dated 23 August 2021.

54. Obtain a Development Permit for Plumbing Work for the on-site sewerage treatment system.

Note: Any on-site effluent disposal system servicing more than 21 Equivalent Persons (EP) requires an Environmentally Relevant Activity (ERA) 63 from the Queensland Department of Environment and Science.

TRADE WASTE DISPOSAL (COMMERCIAL KITCHEN)

55. Obtain a Plumbing Approval from Council, and the relevant inspections are to be undertaken prior to commencement of construction.

56. Do not release contaminants or contaminated water directly or indirectly from the premises or to the ground or groundwater at the premises, except for:

56.1 uncontaminated overland stormwater flow;

56.2 uncontaminated stormwater to the stormwater system;

56.3 other water following treatment through an oil/silt interceptor trap or separator.

56.4 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.

PARKING AND ACCESS - GENERAL

57. Design and construct all driveway and parking areas to provide a dust suppressive gravel.

58. Provide on-site car parking spaces as shown on the Approved Plans with a minimum of:

58.1 one (1) car parking space per cabin;

58.2 ten (10) staff car parking spaces;

58.3 thirty-two (32) car parking spaces, including a minimum of two (2) person with disability (PWD) spaces for the Function Centre, plus thirty (30) overflow car parks.

59. Provide vehicle bollards or tyre stops to control vehicular access and to protect landscaping or pedestrian areas where appropriate.

60. 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.

61. Maintain dust suppression treatment to all internal roadways, and vehicle manoeuvring areas ensuring not to have an adverse impact on adjoining properties.

Comment: Car parking and manoeuvring areas are subject to approval as part of a future Operational Work Permit.

PARKING AND ACCESS - SERVICING

62. Design along the route to and from all loading bay facilities and the external road network, all access driveways, circulation driveways, parking aisles and the like with a layout that accommodates the turning movements of the largest expected vehicle, and ensure that all vehicles are able to enter and exit the site in a forward direction.

63. Provide AUTO TURN (or an equivalent) plots to demonstrate design vehicle turning movements for all proposed service vehicles on any drawings or plans submitted to Council as part of a Development Application for Operational Work.

64. Provide AUTO TURN (or an equivalent) plots to demonstrate design vehicle turning movements including entering/exiting from/to Halliford Road for an Articulated Vehicle on any drawings or plans submitted to Council as part of a Development Application for Operational Work. Indicate clearly, the Halliford Road centre line on drawings.

65. 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

66. Design and construct a vehicle turnout in accordance with Council's Standard Drawing No. R-007.

ROAD UPGRADING

Stage 1

67. Carry out a maintenance grade, and add gravel where necessary, on Halliford Road between the Moonie Highway and the site entrance to achieve a road profile to a Rural Access 1 standard (no bitumen seal) in accordance with Western Downs Regional Council's Standard Drawing R-002, Rev F. This work shall be carried out under an Operational Work Permit. The pavement shall be monitored for deterioration and maintenance grade carried out where deemed necessary by Council.

Stage 2

68. Upgrade Halliford Road between the Moonie Highway and the site entrance in accordance with the design for the upgrade of Halliford Road prepared by Western Downs Regional Council's Job No. W228-012. This work shall be carried out under an Operational Work Permit.

ELECTRICITY

69. Connect the development to electricity services.

EARTHWORKS - GENERAL

70. Undertake earthworks in accordance with the provisions of AS3798 Guidelines on Earthworks for Commercial and Residential Developments.

71. Submit to Council, detailed Engineering drawings and information with the Operational Work application, including, but not limited to the following:

- 71.1 long and cross-sections of proposed cut/fill and retaining walls as applicable;
- 71.2 existing and proposed surface levels;
- 71.3 proposed drainage work to accommodate existing overland flows;
- 71.4 proposed haulage route(s) that will be used; and
- 71.5 details identifying the source/disposal site(s) for material imported/exported. The site(s) must have a current development approval enabling them to export/accept any material.

EROSION AND SEDIMENT CONTROL - GENERAL

72. Implement an Erosion and Sediment Control Program including, but not limited to the following:

- 72.1 construction of sediment fences, earth berms, temporary drainage, temporary sediment basins and stormwater filtering devices designed to prevent sediment or sediment laden water from being transported to adjoining properties, roads and/or stormwater drainage systems;
 - 72.2 measures to prevent site vehicles tracking sediment and other pollutants onto adjoining streets during the construction period;
 - 72.3 identification of areas to be utilised on the site for stockpiling of materials capable of being moved by the action of wind or running water; the materials shall be stored clear of drainage paths, and appropriate measures implemented to prevent the entry of such materials into either the road or drainage system;
 - 72.4 inspection regime of sediment and erosion controls; and
 - 72.5 response times to events where controls have been damaged or are inadequate, and erosion or the release of sediment or sediment laden stormwater has occurred from the site or associated work.
73. Implement the approved Erosion and Sediment Control Plan and modify as necessary, to maintain compliance with the approval.
74. Undertake work to reinstate or clean up the road and/or drainage system damaged/blocked as a result of erosion and/or sedimentation from the site, at no cost to Council. Undertake such work immediately where there is a potential hazard to pedestrians and/or passing traffic.

Timing: During construction and on-maintenance period and the establishment period of the landscaping or areas disturbed during construction.

ENVIRONMENTAL HEALTH

75. Undertake operations and construction work associated with this development to the requirements of Council, including the following:
- 75.1 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;
 - 75.2 remove immediately, any material spilled or carried onto existing roads to avoid dust nuisance and ensure traffic safety; and
 - 75.3 do not carry out work on Sundays or Public Holidays (unless approved otherwise by Council).

Timing: During construction and on-maintenance period and the establishment period of the landscaping or areas disturbed during construction.

76. 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:

76.1 uncontaminated overland stormwater flow; and

76.2 uncontaminated stormwater to the stormwater system.

REFERRAL AGENCY RESPONSE

1. The Department of State Development, Infrastructure, Local Government and Planning as Concurrence Agency, dated 17 November 2021.

THIRD PARTY ADVICE

2. The development shall comply with the conditions contained within the Third Party Advice from Ergon Energy, dated 12 November 2021.

ADVISORY NOTES

NOTE 1 -Relevant Periods

Material Change of Use

*"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 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 .

<http://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.

CARRIED (6 to 3)

UNCONFIRMED

12.5 (030.2021.571.001) Community and Liveability Report Request for Negotiated Decision Development Application Material Change of Use Undefined Use (Data Services Facility) at Warrego Highway Columboola Genesis Data Pty Ltd

The purpose of this report is for Council to decide the request for a Negotiated Decision for an approved Material Change of Use to establish an Undefined Use (Data Services Facility) on land described as Lot 68 on BWR179 and Easement D on AP7606, situated at Warrego Highway, Columboola.

COUNCIL RESOLUTION

Moved By Cr. O. G. Moore

Seconded By Cr. K. A. Maguire

That this report be received and that:

1. The applicant be advised that the Request for a Negotiated Decision Notice for Development Approval 030.2021.571.001 for Material Change of Use to establish an Undefined Use (Data Services Facility) on land described as Lot 68 on BWR179 and Easement D on AP7606 situated at Warrego Highway, Columboola has been considered, and Council has decided the following with regard to the representations:

(a) Condition 8 is amended as follows:

8. *The Data Services Facility use cannot commence until **one of the following approved uses within the Development Permits below, have commenced:***

- **2018.251.001** dated 25 October 2018 to establish a Renewable Energy Facility (100MW Solar Farm);
- **2021.388.001** dated 6 September 2021 to establish a Major Electricity Infrastructure (Battery Storage Facility);
- **2021.490.001** dated 6 September 2021 to establish a Major Electricity Infrastructure (Battery Storage Facility); **or**
- **2021.509.001** dated 6 September 2021 to establish a Major Electricity Infrastructure (33kV Substation and 275kV Underground Cable).

(b) All other conditions remain unchanged.

CARRIED

14. EXECUTIVE SERVICES

14.1 Executive Services Chief Executive Officer Report December 2021

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 December 2021.

COUNCIL RESOLUTION

Moved By Cr. P. T. Saxelby
Seconded By Cr. O. G. Moore

That this Report be received and noted.

CARRIED

14.2 Executive Services Report Outstanding Actions December 2021

The purpose of this Report is to provide Council with an updated on the status of outstanding Council Meeting Action Items to 8 December 2021.

COUNCIL RESOLUTION

Moved By Cr. A. N. Smith
Seconded By Cr. K. A. Bourne

That this Report be received and noted.

CARRIED

14. CORPORATE SERVICES

14.1 Corporate Services Report Land Disposal Part Lot 9 SP254412 Carmichael Street Chinchilla Ison Haulage

The purpose of this Report is to seek Council's direction regarding the proposed disposal of Part of Lot 9 SP254412, Carmichael Street Chinchilla, to the adjoining landholder, Ison Haulage.

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:

a) My daughter and son-in-law own a property in close proximity to the property in this matter.

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

Cr. K. A. Maguire left the meeting at 11:13am

COUNCIL RESOLUTION

Moved By Cr. P. T. Saxelby

Seconded By Cr. C. T. Tillman

That this Report be received and that Council:

1. Apply the exceptions for valuable non-current asset disposals contained in the *Local Government Regulation 2012* (Qld), section 236(1)(c)(iv) and (2); and
2. Approve the disposal of Part of Lot 9 on Survey Plan 254412, known as Carmichael Street Chinchilla, to Ison Enterprises Pty Ltd A.C.N. 612 737 452 for the amount as outlined in this Report; and
3. Delegate authority to the Chief Executive Officer to sign and do all things necessary for disposal of the Part of Lot 9 on Survey Plan 254412 to Ison Enterprises Pty Ltd A.C.N. 612 737 452 as outlined in this Report.

FORESHADOWED MOTION

Cr. O. G. Moore foreshadowed that if the motion on the floor failed, he would move;

That this report be received and that Council;

1. subdivide lot 9 to form a new lot, or lots, that satisfies the zoning requirements for Medium Impact Industrial Zone land, having regard to the land required for drainage.
2. offer the new lot/s for sale by auction or tender, pursuant to the *Local Government Regulation 2012*.

The ORIGINAL MOTION was PUT and LOST (1 to 7)

For: Cr. P. T. Saxelby

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

Absent Did Not Vote: Cr. K. A. Maguire

FORESHADOWED MOTION MOVED

Moved By Cr. O. G. Moore

Seconded By Cr. K. A. Bourne

That this report be received and that Council;

1. subdivide lot 9 to form a new lot, or lots, that satisfies the zoning requirements for Medium Impact Industrial Zone land, having regard to the land required for drainage.
2. offer the new lot/s for sale by auction or tender, pursuant to the *Local Government Regulation 2012*.

CARRIED (6 to 2)

Absent Did Not Vote: Cr. K. A. Maguire

Cr. K. A. Maguire re-joined the meeting at 11:44am

14.2 Corporate Services Report Sale of Lot 4 Drew Street, Dalby

The purpose of this report is to seek Council's direction regarding the proposed sale of Lot 4 Drew Street, Dalby.

In accordance with Chapter 6, Part 2, Division 5A of the Local Government Act 2009, GM Cook informed the meeting of a prescribed conflict of interest in respect to this matter due to:

a) his wife works for Elders Real Estate Dalby

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

GM Cook left the meeting at 11:44am

COUNCIL RESOLUTION

Moved By Cr. M. J. James

Seconded By Cr. I. J. Rasmussen

That this Report be received and that Council:

1. apply the exception contained in the *Local Government Regulation 2012* (Qld), section 236(1)(a)(i), (ii) and (2); and
2. approve the sale of Lot 4 on Crown Plan SP251966 being Lot 4 Drew Street, Dalby, to Entec Resources Pty Ltd as trustee for Entec Resources Trading Trust or nominee for the contract offer price; and
3. delegate authority to the Chief Executive Officer to sign the contract of sale as listed above and all necessary documents to affect the settlement of Lot 4 Drew Street Dalby.

CARRIED

GM Cook re-joined the meeting at 11:48am

14.3 Corporate Services Financial Report December 2021

The purpose of this Report is to provide Council with the Financial Report for the period ending 31 December 2021.

COUNCIL RESOLUTION

Moved By Cr. A. N. Smith

Seconded By Cr. I. J. Rasmussen

That this Report be received, and that:

1. Council notes the Financial Report as of 31 December 2021.

CARRIED

15. INFRASTRUCTURE SERVICES

15.1 Infrastructure Services Report Capital Works December 2021/2022 Progress Update

The purpose of this Report is for the Works Department to provide an update to Council regarding the 2021/2022 Capital Works Program for the month of December 2021.

COUNCIL RESOLUTION

Moved By Cr. O. G. Moore

Seconded By Cr. A. N. Smith

That this Report be received and noted.

CARRIED

16. COMMUNITY AND LIVEABILITY

16.1 Community and Liveability Report Health Services Governance Report

The purpose of this Report is to provide Council with an update in relation to key governance areas within the Health Services Department.

COUNCIL RESOLUTION

Moved By Cr. I. J. Rasmussen

Seconded By Cr. A. N. Smith

That this Report be received and noted.

CARRIED

17. NOTICES OF MOTION

17.1 CONSIDERATION OF NOTICES OF MOTION/BUSINESS

Nil.

17.2 RECEPTION OF NOTICES OF MOTION FOR NEXT MEETING

Nil.

18. URGENT GENERAL BUSINESS

Nil.

19. MEETING CLOSURE

The Meeting concluded at 12:02pm.

Title **Executive Services Mayoral Report December 2021**

Date 10 February 2022

Responsible Manager J. Taylor, 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 January 2022.

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 January 2022:

12 th January 2022	• DAP Meeting	Dalby
17 th January 2022	• Councillor Information Session	Dalby
19 th January 2022	• Ordinary Meeting of Council	Chinchilla
20 th January 2022	• Chinchilla Cultural Centre Precinct Development announcement	Chinchilla
25 th January 2022	• DAP Meeting	Dalby
26 th January 2022	• Australia Day Awards • Citizenship Ceremony	Chinchilla Dalby
27 th January 2022	• Meeting with LGAQ	Brisbane
28 th January 2022	• Meeting with Senex	Brisbane
31 st January 2022	• Councillor Information Sessions • Meeting with Dalby Chamber of Commerce	Dalby Dalby

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 January 2022.

Attachments

Nil

Authored by: Hailey Wex, Executive Assistant

Title (030.2021.315.001) Community and Liveability Report Request for Negotiated Decision Development Application Material Change of Use High Impact Industry (50MW Green Hydrogen Production Facility) and ERA 7(6) Chemical Manufacturing Warrego Highway Columbo

Date 2 February 2022

Responsible Manager T. Summerville, PLANNING AND ENVIRONMENT MANAGER

Summary

The purpose of this Report is for Council to decide the request for a Negotiated Decision for an approved (Preliminary Approval) for Material Change of Use to establish a High Impact Industry (50MW Green Hydrogen Production Facility) and Environmentally Relevant Activity 7(6) Chemical Manufacturing on land described as Lot 68 on BWR179 and Easement D on AP7606, situated at Warrego Highway, Columboola.

Link to Corporate Plan

Strategic Priority: Strong Diverse Economy

- We aggressively attract business and investment opportunities.
- Our region is a recognised leader in agribusiness, energy, and manufacturing.
- We deliver water security to enable future economic growth.
- We proactively advance our region as a tourism destination.
- Our business and industry actively live and buy local.

Material Personal Interest/Conflict of Interest

Nil

Officer's Recommendation

That this report be received and that:

1. The applicant be advised that the Request for a Negotiated Decision Notice for Development Approval 030.2021.315.001 Preliminary Approval for a Material Change of Use to establish a High Impact Industry (50MW Green Hydrogen Production Facility) and Environmentally Relevant Activity 7(6) Chemical Manufacturing on land described as Lot 68 on BWR179 and Easement D on AP7606 and situated at Warrego Highway, Columboola has been considered, and Council has decided the following with regard to the representations:
 - (a) Condition 4 is amended as follows:
 4. Water supply for the Hydrogen Production Facility shall not be sourced **from the town water supply from Council's reticulated water supply system.** ~~any potable water supply.~~
 - (b) All other conditions remain unchanged.

Background Information

Application No: 030.2021.315.001	Assessment No: 20967	Keywords Index: AD6.6.2 & LG7.6.1
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Assessing Officer:	Kym Bannerman A/PRINCIPAL PLANNER	
PART 1: APPLICATION		
Applicant:	Hygen Energy Australia Pty Ltd	
Owner:	AB & GE Young	
Site Address:	Warrego Highway, Columboola	
Site Area:	365.102ha	
Real Property Description:	Lot 68 on BWR179 and Easement D on AP7606	
Proposed Development:	High Impact Industry (50MW Green Hydrogen Production Facility) and Environmentally Relevant Activity 7(6) Chemical Manufacturing	
Level of Assessment:	Impact	
Type of Application:	Material Change of Use	
Relevant Planning Scheme:	Western Downs Planning Scheme 2017 incorporating Amendment 1	
Zone:	Rural	
Precinct:	N/A	
Overlays:	<ul style="list-style-type: none"> • Bushfire Risk - Medium and High • Infrastructure - High Voltage Electricity Lines & Buffer • Extractive Industry - Exploration Permit (Coal) (EPC1165) • Regional Infrastructure - Petroleum Lease (PL492) • Stock Route & Buffer (50m) 	
Pre-lodgement Meeting:	No	
Application Lodgement Date:	04/05/2021	
Action Notice Issued:	Yes	Date: 18/05/2021
Required Action Taken:	Yes	Date: 14/07/2021
Properly Made Application:	Yes	Date: 14/07/2021
Confirmation Notice Issued:	Yes	Date: 20/07/2021
PART 2: REFERRALS		
State Assessment and Referral Agency (SARA)	<ul style="list-style-type: none"> • 11/08/2021 - SARA issued an Information Request to the applicant • 22/10/2021 - Council received the Referral Agency response, with conditions from SARA. 	
Powerlink	<ul style="list-style-type: none"> • 05/08/2021 - Council received the Referral Agency response, with conditions from Powerlink. 	
PART 3: INFORMATION REQUEST		
Information Request Issued:	Yes	Date: 02/08/2021
Applicant's Response:	Yes	Date: 08/08/2021
PART 4: PUBLIC NOTIFICATION		
Start Date:	Yes	Date: 13/10/2021
Notice of Compliance Received:	Yes	Date: 02/11/2021
Submissions:	One (1)	
PART 5: DECISION PERIOD		
Date Approved:	08/12/2021	
Decision Notice Issued:	13/12/2021	
Appeal Period Suspended:	11/01/2022	
Representations Made:	11/01/2022	
Negotiated Decision Due Date:	16/02/2022	

Report

1. Subject Site

The subject site, Lot 68 on BWR179, is located at Warrego Highway, Columboola. The property is within the Rural Zone, gains access from Kerwick's Road on the eastern boundary and has frontage to the Warrego Highway along the southern boundary of the site.

The Bushfire Hazard, Infrastructure, Extractive Industry and Regional Infrastructure Corridor Overlays impact the land. The site is currently used for rural purposes and contains ancillary buildings and structures.

A Development Application for a Material Change of Use to establish a Renewable Energy Facility (100MW Solar Farm) on the subject site was approved by Council on 22 October 2018 (030.2018.251.001).

A Development Application for Reconfiguring a Lot to reconfigure the subject site to establish a Lease area to accommodate the approved Solar Farm development was approved by Council on 18 June 2021 (035.2021.272.001). The reconfiguration will result in the creation of a 125ha Lease area for a period of 30 years and the balance of the lot, being 240.102ha, remaining unaffected.

The site is generally vegetated with small areas historically cleared for rural uses. All vegetated areas of the subject site are mapped as containing Category B Remnant Vegetation with small areas of Category C High Value Regrowth Vegetation. The proposed development will not have significant impacts on native vegetation due to the Hydrogen Production Facility being located within the area already approved to be cleared under an associated Development Permit for a Renewable Energy Facility (Solar Farm). The applicant obtained a determination from the Department of Natural Resources and Mines that the proposed vegetation clearing meets the requirements of Section 22A of the *Vegetation Management Act 1999* as part of the assessment of the Renewable Energy Facility (Solar Farm) approval. As the proposed development will not result in additional clearing, the current application did not trigger referral to the State Assessment and Referral Agency (SARA) for clearing native vegetation.

In addition to the existing approvals for a Material Change of Use to establish a Renewable Energy Facility (100MW Solar Farm) and Reconfiguring a Lot (Dividing Land into Parts by Agreement - Lease for a Period Exceeding 10 Years), there are a number of other applications recently approved for the overall development of the site. For commercial reasons, the applicant has submitted as separate applications, the following:

- 030.2021.388.001 - Material Change of Use to establish a Major Electricity Infrastructure (Battery Storage Facility), by Whitestone Energy Pty Ltd. This application was approved by Council on 31 August 2021.
- 030.2021.490.001 - Material Change of Use to establish a Major Electricity Infrastructure (Battery Storage Facility), by Cornerstone Energy Pty Ltd. This application was approved by Council on 31 August 2021.
- 030.2021.509.001 - Material Change of Use to establish Major Electricity Infrastructure (33kV Substation and 275kV Underground Cable), by Omni Energy. This application was approved by Council on 31 August 2021.
- 030.2021.571.001 - Material Change of Use to establish an Undefined Use (Data Services Facility), by Genesis Data. This application was approved by Council on 20 October 2021.

2. Application Overview

On 8 December 2021, the Development Application for a Material Change of Use to establish a High Impact Industry (50MW Green Hydrogen Production Facility) and Environmentally Relevant Activity 7(6) Chemical Manufacturing was approved by Council. The applicant requested a Development Permit, however, Council decided to issue a Preliminary Approval only. The Preliminary Approval is subject to five (5) conditions.

A Preliminary Approval approves the development to the extent in the Decision Notice but does not authorise the carrying out of assessable development. Therefore, the applicant is required to obtain a further approval from Council, being a Development Permit for the use, prior to the use commencing on the site.

A Decision Notice was issued on 13 December 2021 and the applicant suspended the Appeal Period on 11 January 2022 to make change representations. The representations were also received on 11

January 2022 under Section 75 of the *Planning Act 2016* for the purpose of negotiating the conditions of approval.

3. Details of Change Representations

The applicant has made representations regarding the issuing of a Preliminary Approval only and Conditions 1, 2, 3, 4 and 5 of the Preliminary Approval.

In response to the representations, the applicant is seeking a Development Permit to be granted subject to relevant and reasonable conditions, or alternatively, that a Development Permit be issued subject to the conditions contained in the Preliminary Approval Decision Notice.

The applicant's representations (Attachment 4) and the Planning Officer's assessment and recommendation are provided within the attached Officer's Table of Assessment (refer Attachment 5).

Consultation (Internal/External)

Councils Planning and Environment Manager 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 applicant's representations have been considered and it is recommended that Condition 4 be amended, with all other conditions to remain unchanged.

Attachments

Attachment 1 - Schedule of Conditions
Attachment 2 - Locality Plans
Attachment 3 - Proposal Plans
Attachment 4 - Applicant's Representations
Attachment 5 - Officer's Table of Assessment

Authored by: K Bannerman, A/PRINCIPAL PLANNER

SCHEDULE OF CONDITIONS

PRELIMINARY APPROVAL - MATERIAL CHANGE OF USE

1. The approved development is a Material Change of Use for a High Impact Industry (50MW Green Hydrogen Production Facility) and Environmentally Relevant Activity 7(6) Chemical Manufacturing.

This Development Approval is a Preliminary Approval only. In accordance with Section 49(2) of the *Planning Act 2016*, the Preliminary Approval approves the development but does not authorise the carrying out of assessable development.

FURTHER APPROVALS

2. Submit an application for a Development Permit for a Material Change of Use subject to the conditions of this approval.

WATER SUPPLY

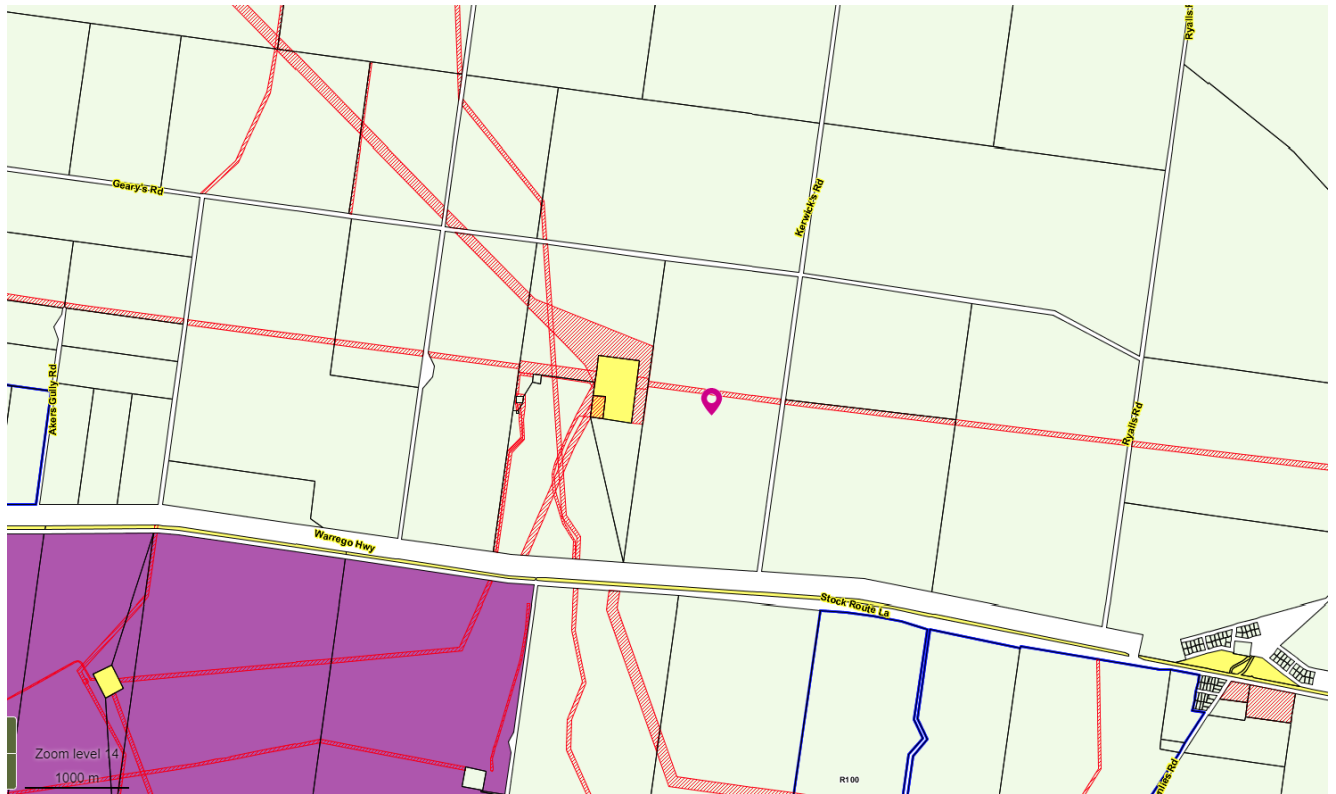
3. An adequate water supply must be confirmed for the proposed Hydrogen Production Facility operations. The applicant is to submit details of the water supply proposed for the development, including details of the source, the adequacy of the supply, and any specific details for any on-site treatment required.
4. Water supply for the Hydrogen Production Facility shall not be sourced from **the town water supply from Council's reticulated water supply system.** ~~any potable water supply.~~

ENVIRONMENTAL MANAGEMENT PLAN

5. The applicant is to submit an Environmental Management Plan prepared by a suitably qualified person. The Plan must be specific to the site and include strategies for management of a Hydrogen Production Facility. The Plan shall address, but not be limited to the following matters:
 - 5.1 noise;
 - 5.2 location and details of any proposed acoustic wall (if applicable);
 - 5.3 odours and airborne contaminants;
 - 5.4 hydrogen safety, including details of any safety zones to be created based on the results of a technical study conducted to assess risks of fire and explosion;
 - 5.5 generally hydrogen fires do not emit visible light, therefore appropriate fire detection and fire fighting measures shall be implemented; provide a Site Based Management Plan addressing fire detection, fire fighting and mitigation of the potential impacts in the event of an explosion; and
 - 5.6 bushfire management, including management measures to address potential fire risks during construction, operation and decommissioning.

Attachment 2 - Locality Plans

2.1 Zoning Map of Site in Western Downs Planning Scheme 2017 incorporating Amendment 1



LEGEND

Community Facilities Zone

Local Centre Zone

District Centre Zone

Major Centre Zone

Low Density Residential Zone

Medium Density Residential Zone

Low Impact Industry Zone

Medium Impact Industry Zone

High Impact Industry Zone

Recreation and Open Space Zone

Rural Residential Zone / Rural Residential 20000 Precinct

Rural Residential Zone / Rural Residential 4000 Precinct

Rural Residential Zone / Rural Residential 8000 Precinct

Rural Zone

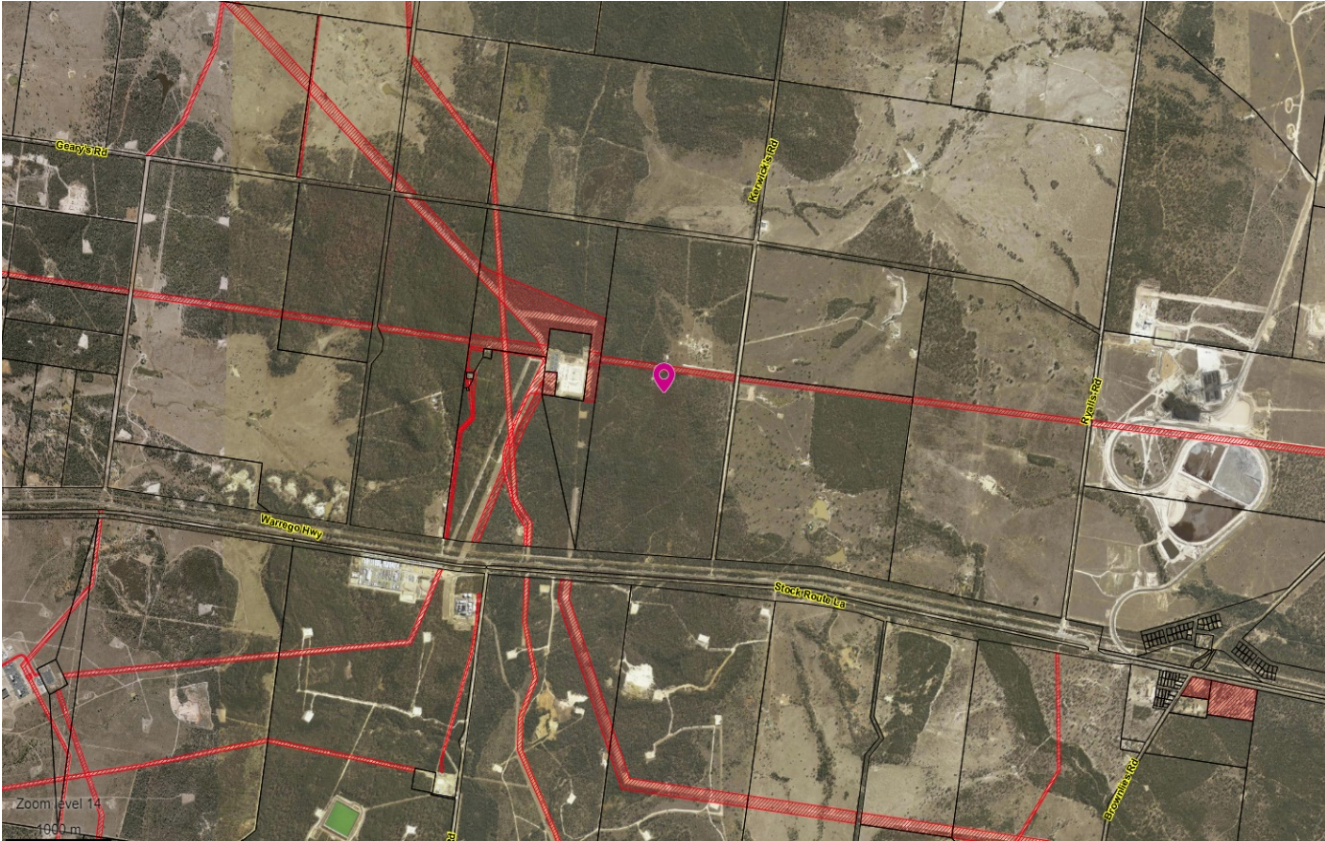
Rural Zone / Rural 10 Precinct

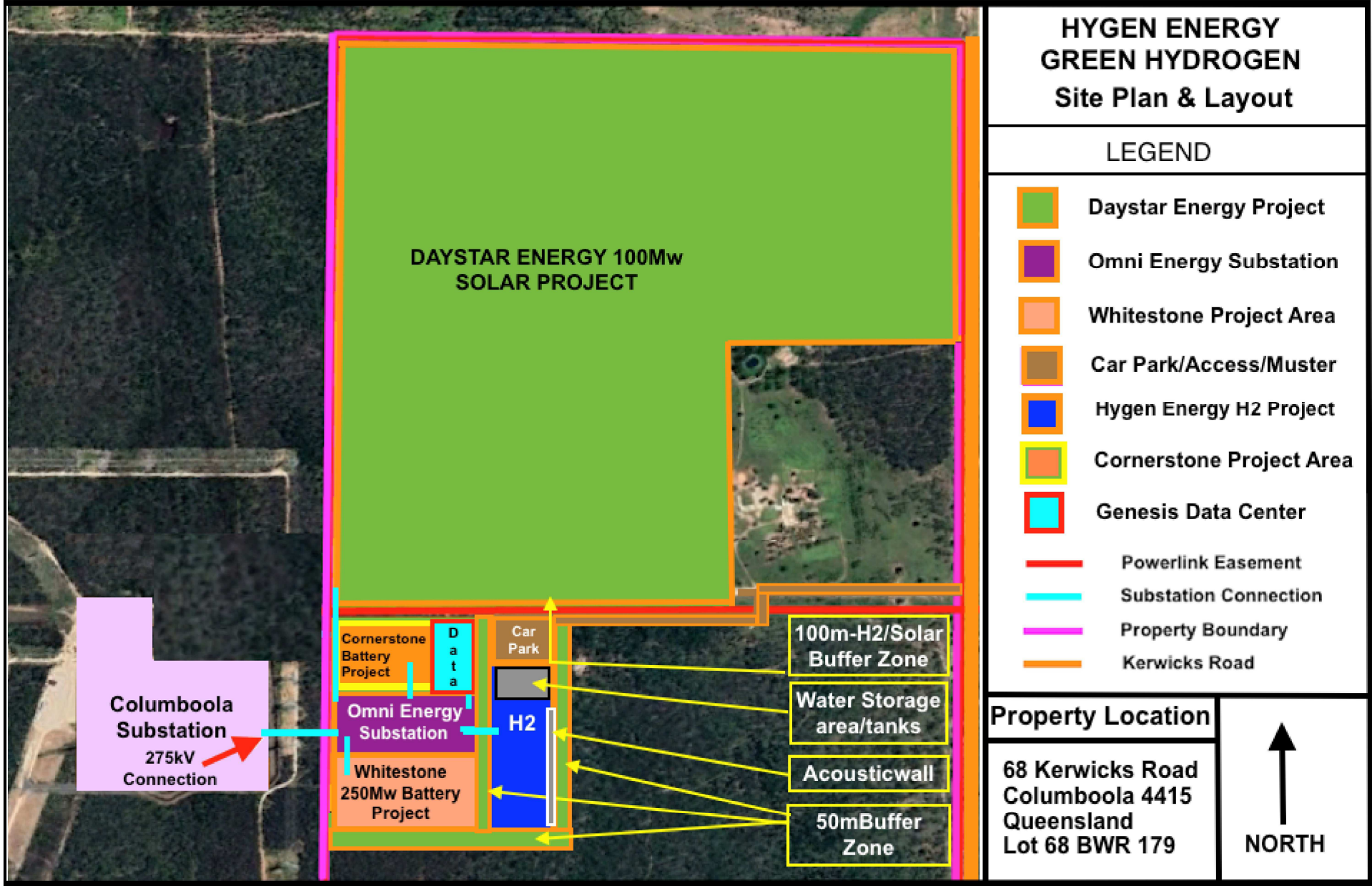
Rural Zone / Rural 100 Precinct

Township Zone

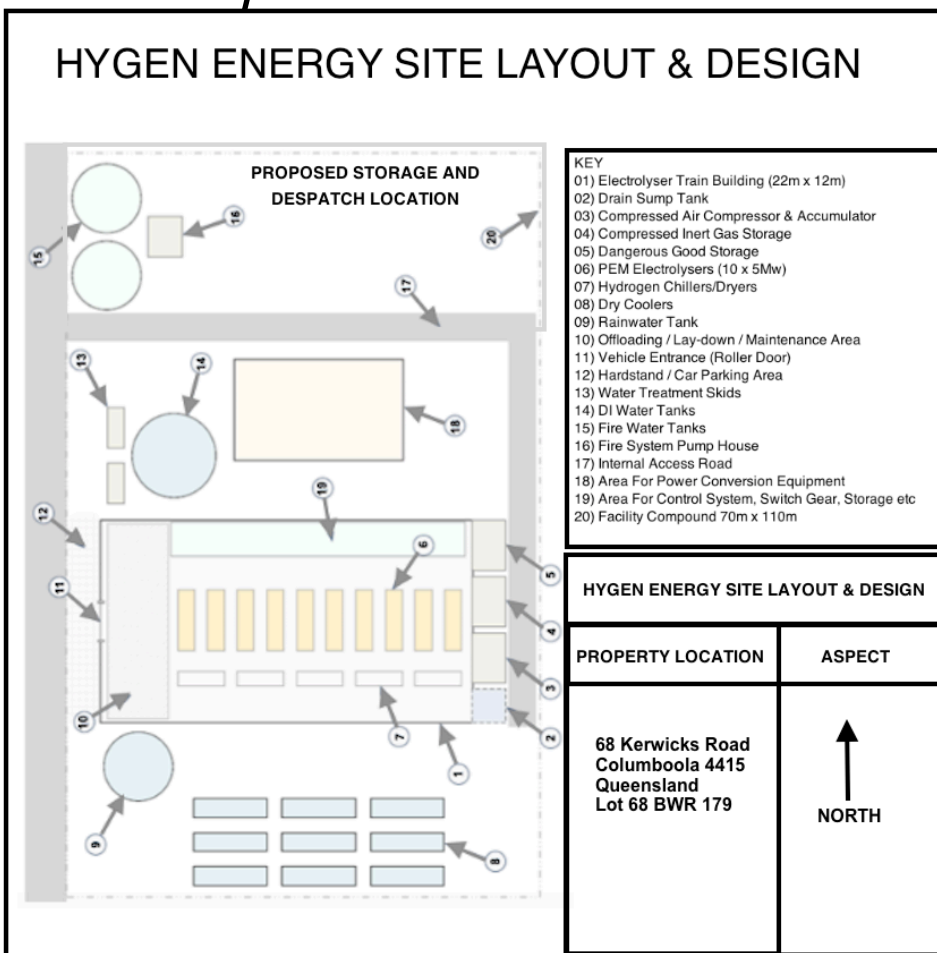
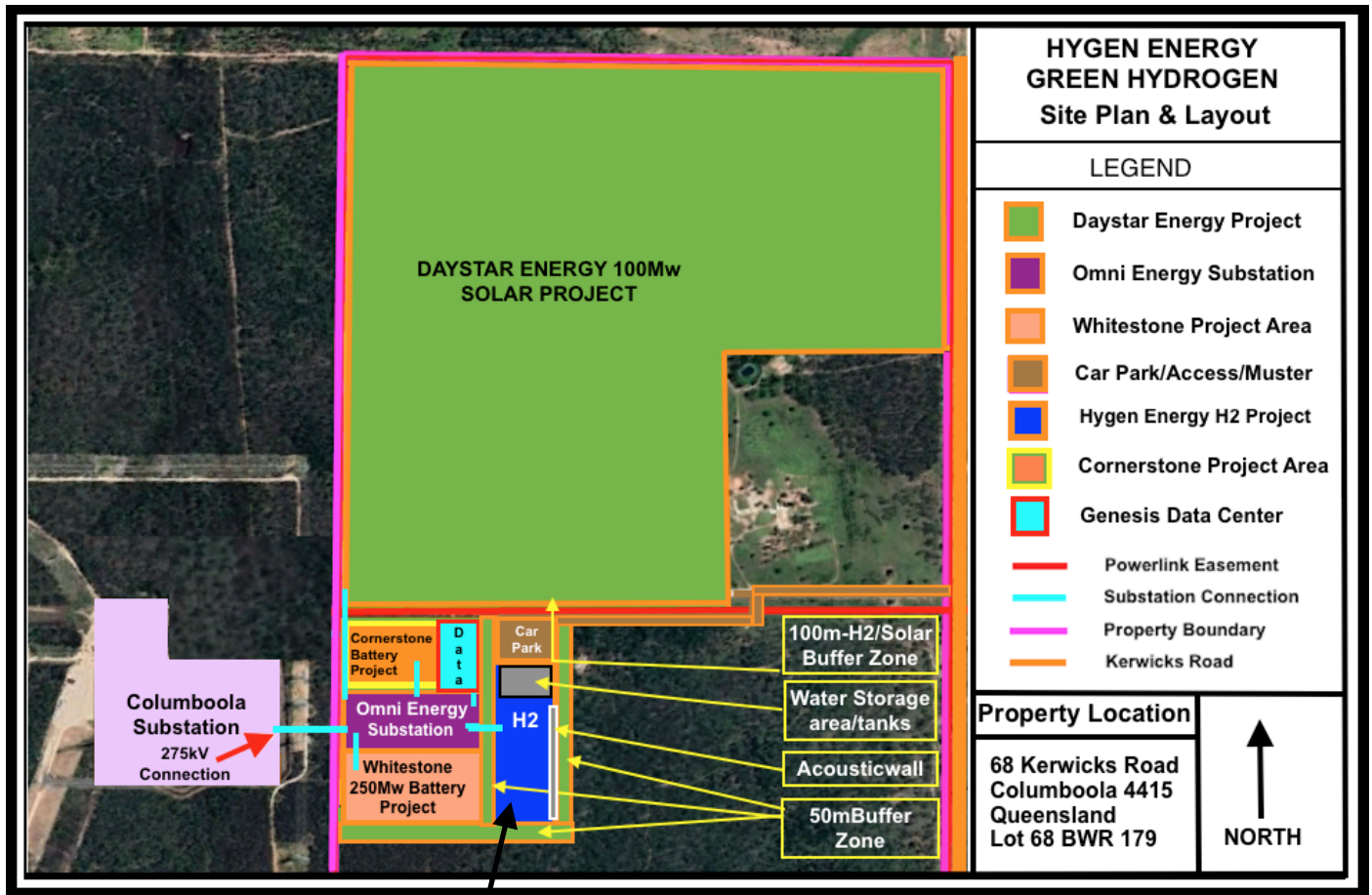
Township Zone / Mowbullán - Bunya Mountains Tourist Precinct

2.2 Aerial Map

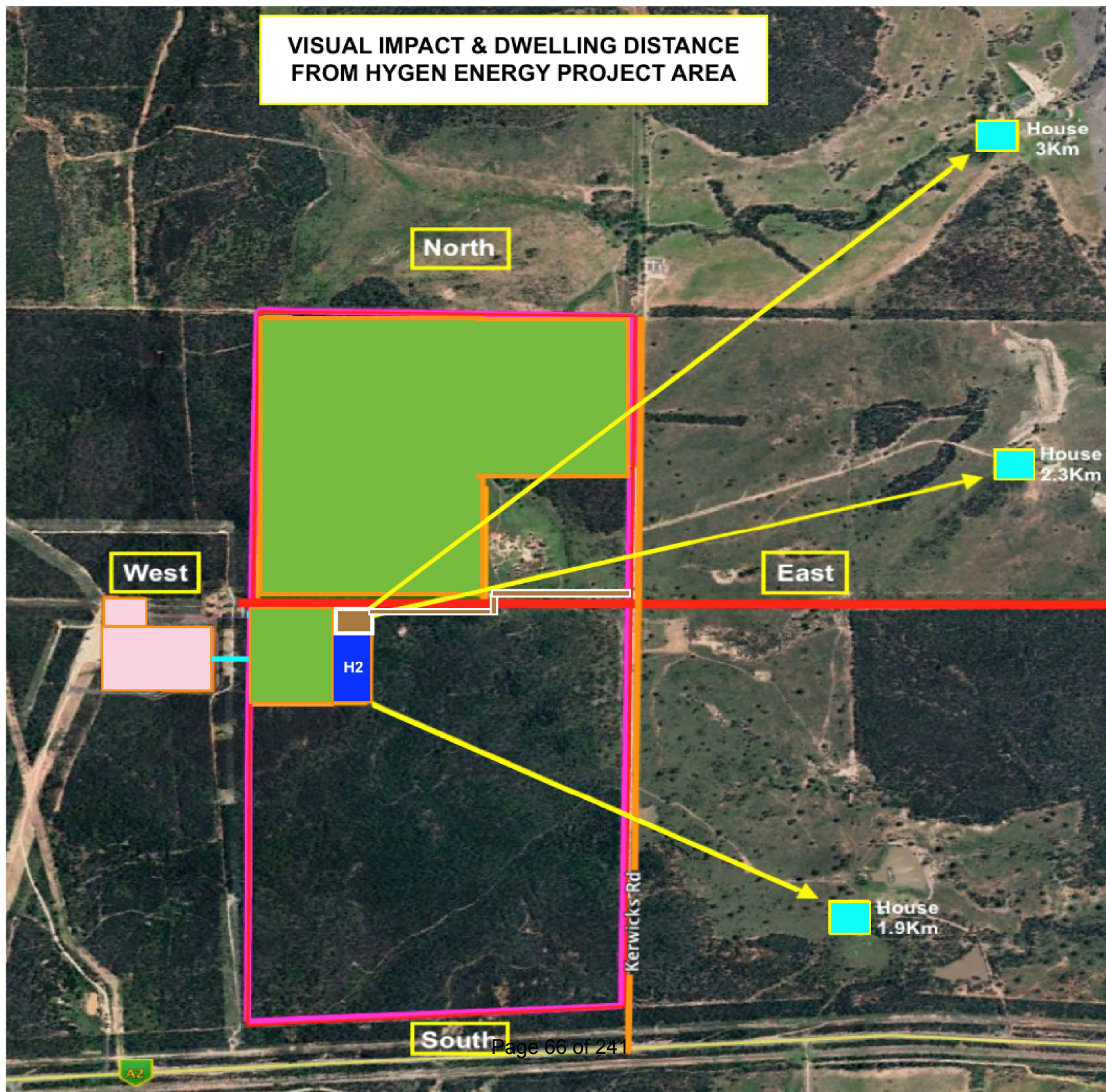




EXPANDED VERSION OF HYGEN ENERGY FACILITY AND PLACEMENT WITHIN PROJECT



**VISUAL IMPACT & DWELLING DISTANCE
FROM HYGEN ENERGY PROJECT AREA**



Hygen Energy Australia Pty Ltd

47 Acacia Drive,
Miles, QLD 4415

Appeal Notice

Date: 11 January 2022.

Approval Number: 030.2021.315.001

RE: DEVELOPMENT APPLICATION FOR MATERIAL CHANGE OF USE TO ESTABLISH HIGH IMPACT INDUSTRY (50MW HYDROGEN PRODUCTION FACILITY) AND ENVIRONMENTALLY RELEVANT ACTIVITY 7(6) CHEMICAL MANUFACTURING ON LAND DESCRIBED AS LOT 68 ON BWR179 AND SITUATED AT WARREGO HIGHWAY, COLUMBOOLA ("Application").

Hygen Energy Australia Pty.Ltd. ("the Appellant") appeals against the decision of the Western Downs Regional Council ("the Respondent") to issue a Preliminary Approval for the above Development Application with the attached conditions.

The Appellant seeks the following decision from Western Downs Regional Council ("WDRC"):

- (i) That the Application be approved and a development permit for material change of use for the hydrogen project be granted subject only to relevant and reasonable conditions.
 - (ii) Alternatively, that the Application be approved and a development permit for material change of use for the hydrogen project be granted subject to condition contained in the Preliminary Approval decision notice.
1. By the letter dated 20 July 2021, the Respondent accepted the Appellant's Application as properly made.
 2. By the letter dated 13 December 2021, the Appellant received from the Respondent a Decision Notice granting Preliminary Approval, subject to 5 conditions.

Conditions:

3. The following conditions were imposed on the Application:

Preliminary approval

Condition 1: *“The approved development is a Material Change of Use for a High Impact Industry (50MW Green Hydrogen Production Facility) and Environmentally Relevant Activity 7(6) Chemical Manufacturing.*

This Development Approval is a Preliminary Approval only. In accordance with Section 49(2) of the Planning Act 2016, the Preliminary Approval approves the development but does not authorize the carrying out of assessable development.”

Further approvals:

Condition 2: *Submit an application for a Development Permit for a Material Change of Use subject to the conditions of this approval.*

Water supply:

Condition 3: *An adequate water supply must be confirmed for the proposed Hydrogen Production Facility operations. The applicant is to submit details of the water supply proposed for the development, including details of the source, the adequacy of the supply and any specific details for any on-site treatment required.*

Condition 4: *Water supply for the Hydrogen Production Facility shall not be sourced from any potable water supply.*

Environmental management plan:

Condition 5: *The applicant is to submit an Environmental Management Plan proposed by a suitably qualified person, The Plan must be specific to the site and include strategies for management of a Hydrogen Production Facility, the Plan shall address, but not be limited to the following matters:*

- 5.1 *Noise;*
- 5.2 *Location and details of any proposed acoustic wall (if applicable);*
- 5.3 *Odors and airborne contaminants;*
- 5.4 *Hydrogen safety, including details of any safety zones to be created based on the results of a technical study conducted to assess risks of fire and explosion;*
- 5.5 *Generally hydrogen fires do not emit visible light, therefore appropriate fire detection and fire fighting measures shall be implemented; provide a Site Based Management Plan addressing fire detection, fire fighting and mitigation of the potential impacts in the event of an explosion; and*
- 5.6 *Bushfire management, including management measures to address potential fire risks during construction, operation and decommissioning.*

The grounds of appeal are:

4. **Condition 3** (Water Supply) – the requirements of this condition were fully addressed by the Appellant in response to information requests from the SARA and the Respondent’s formal and informal information requests as stated below:
- (i) On 28 September 2021, the Appellant, in its response to the SARA information request, stated that the water for the hydrogen project will be sourced from Miles/Chinchilla wastewater treatment facilities, and that the discussion and advice has already been sought from the respective department within WDRC for the provision of recycled water. Furthermore, the Appellant, in its response for information request, sent the water analysis, obtained from the relevant department within WDRC and relating to Miles/Chinchilla water treatment facility, to the SARA.
 - (ii) On 19 October 2021, the Respondent called the Appellant and made informal information request regarding water treatment process.
 - (iii) By the letter dated 19 October 2021, the Appellant provided the Respondent with the following response:
“I can confirm that there is no prior or subsequent treatment of the water used in the process of hydrogen/oxygen production; I can confirm that there is no wastewater from the electrolysis process.
I can confirm that there is no RO [reverse osmosis] or similar water treatment infrastructure proposed for the Hygen site.”
 - (iv) On 1 November 2021, the Respondent (over the phone) made an informal information request regarding the water component of the project. On the Appellant’s request, the Respondent issued an informal information request and sent it (by email) to the Respondent on 3 November 2021.
 - (v) By the letter dated 4 November 2021, the Appellant provided the requested information regarding to the water component of the project to the Respondent.
 - (vi) By letter dated 18 November 2021, the Respondent informed the Appellant:
“I have discussed with the Planning and Environment Manager and **confirm that it is now considered that sufficient information has been provided for the assessment in regards to water supply.**”

In the same letter the Respondent advised that “preferred haul route for the water tankers would be Old Cameby Road, Leichardt Highway, Warrego Highway then Kerwicks Road.”
 - (vii) By the letter dated 19 November 2021, the Appellant replied to the Respondent confirming that the exact the same route (mentioned in paragraph 4(vi)) was considered earlier, however an alternate route was offered stated as/why:

“Warrego Highway then Kerwicks Road but it sends the traffic through the township of Miles, which I thought would not be desirable to WDRC.

That’s why I opted for the Old Cameby Road, PowerStation Road, Warrego Highway then Kerwicks Road as It negated going through Miles and was a more direct route. This made more sense to me and would be the preferred route.”

- (viii) The Appellant has made all necessary preliminary enquiries regarding water supply with the relevant department within WDRC regarding water supply and, by the letter dated 18 December 2020, received a response from Leigh Cook, the utilities manager:

“based on your estimates we have the potential to supply those quantities form Miles, We don’t currently have an adequate means of accessing the recycled water for cartage, which will require the construction of a standpipe ad likely modification to the existing pump system. There would also be a cost of supply for the recycled water. Should we proceed with the supply we would tie up the infrastructure costs, volumetric charges and quality parameters with a recycled water supply agreement. As a starting point, I’ve attached a copy of a standard chemical analysis of the product water to ensure that the product will meet your needs. From then we will start investigating the cost options discussed above and move towards the supply agreement.”

- (ix) The Appellant provided the Respondent and SARA with all required information regarding the water component for the Hydrogen project, and the Respondent confirmed (on 18 November 2021) that it received all sufficient information regarding this matter for the assessment. Since that date, nor at any time during the entire assessment period, did the Respondent request or inform the Appellant that a formal water supply agreement with the WDRC would be required as part of the Application. (NB. - Agreements of this nature are generally done soon after a DA is granted not before).

In addition to the above in-depth discussions regarding water, a second ancillary/support water source was provided (atmospheric water generation) and information and specifications on this method were forwarded to the Respondent and the SARA.

- (x) On the facts outlined above, the imposition of Condition 3 is considered unreasonable and was not required as the matter was discussed in great depth.

5. **Condition 4**, water supply not to be sourced from any potable water supply.
- (i) From the beginning of the assessment process, the Appellant advises the Respondent and the SARA that the water supply will be sourced from the Miles/Chinchilla water treatment facility.
 - (ii) At no time, did the Appellant indicate to the Respondent that the water for the project would be sourced from any potable sources.
 - (iii) Recently, the Appellant obtained access to a new technology of atmospheric water generation, which would be classified as potable water. The Appellant provided the SARA and the Respondent with specifications of this technology.
 - (iv) If the Appellant will elect to supplement or use this water supply wholly for the purpose of hydrogen/oxygen production, it should not be precluded from doing so by having a “non-potable” water source restriction being imposed upon the development.
 - (v) Therefore, it is unreasonable for the Respondent to impose Condition 4 as this imposition may cause an economic detriment to the Appellant by limiting its water resource avenues.
6. **Condition 5** (environmental management plan) – the requirements of this condition relate to the matters that have already been adequately covered by the existing Environmental Authority held by the Appellant for the Site, Reference: P-EA-100139521. The following communications took place:
- (a) by the letter dated 14 July 2021, the Appellant sent to the SARA Environmental Impact Assessment Report; and
 - (b) by the letter dated 28 September 2021, the Appellant responded to the SARA information request and sent the response to the State Code 21, which addressed the following matters:
 - (i) *PO 1 – Details on what risks created by the hazardous chemical facility is proportionate to the sensitivity of the surrounding land uses or zones.*
 - (ii) *PO 2 – Detail on location and siting of the hazardous chemical facility and how it has considered and responded to any off-site effects from a hazardous chemical facility in the vicinity.*
 - (iii) *PO 3 -Details on what storage and handling areas are in place fro a fire risk hazardous chemicals and what control measures are a place for a fire situation or a situation that may trigger an emergency response.*
 - (iv) *PO 4 – Detail the storage and handling areas for liquid or solid fire risk hazardous chemicals and what sill containment system is in place.*

- (v) *PO 5 – Details how the proposed location and design for the hazardous chemical facility will minimise any adverse consequence of flood and bushfire on the storage and handling area.*
- (vi) *PO 6- Detail how the proposed location and design for the hazardous chemical facility will minimise and adverse consequence of a natural hazard such as wind action (as described in the Australian and New Zealand Standards A/NZA170.2: Structural design actions: Part 2, Wind actions) on a storage and handling area.*
- (c) By the letter dated 22 October 2021, the Appellant received a response from the SARA, which approved the development with conditions. In the SARA’s response it was stipulated that the Applicant has been granted an Environmental Authority under the *Environmental Protection Act 1994* over the Site. Below are the details of the decision:
- Reference: P-EA-100139521
 - Effective date 14 July 2023
 - Prescribed environmentally relevant activity (ERA):
ERA 7 – Chemical manufacturing and
ERA 8 – Chemical storage.
- (d) In addition, by the letter dated 18 October 2021, the Appellant responded to the Respondent’s informal information request regarding matters outlined in Condition 5, namely: odour, air emissions, noise impact and stormwater treatment, to name a few.
- (e) Based upon the facts stated in paragraph 6, the Appellant has already adequately addressed the matters outlined in Condition 5, namely: noise, odour and airborne contaminants, acoustic wall, risk of fire and explosion detection, fire fighting measures, bushfire impact potential and bushfire management. These matters were also addressed in depth in the Planning Report for Material Change of Use Application Hygen Energy Australia Green Hydrogen Production Facility.
- (f) Regarding the Site Based Management Plan, by the letter dated 28 September 2021, the Appellant provided the SARA and the Respondent with “Hygen Energy site layout & design plan” which outlined the fire detection, fire fighting measures and bushfire management to be implemented.
- (g) Regarding the requirement of a *suitably qualified person* to compose an *Environmental Management Plan*, the Appellant (who comprised the EMP) has qualifications in HSE/OHS and Risk Assessment to the level of “Material Risk Analysis” and has worked in this capacity providing risk analysis services to multi-national companies such as BHP, GE, Peabody and FMG to name a few, both domestically and internationally. These

qualifications and experience would certainly constitute the Appellant (drafter of the EMP) as a “Qualified Person”. The provision of a more detailed Environmental Management Plan can only be developed after the Appellant engages the appropriate EPCM company to undertake the development. A more detailed EMP will be submitted at that time in conjunction with advice/collaboration from the EPCM.

- (h) Based on the facts outlined above, it is unreasonable for the Respondent to impose Condition 5.

7. **Condition 1** – The Application approved as Preliminary Approval only.

- (i) The Respondent’s decision to approve the Application as Preliminary Approval only was made contrary to the recommendation of the Council’s Planning Officer that the development application be approved.

8. **Condition 2** – the need to “*submit an application for a Development Permit for a Material Change of Use subject to the conditions of this approval.*”

- (i) The conditions imposed on the Application were not reasonable and/or necessary as the matters/conditions were addressed in-depth within the application assessment process.
- (ii) The Respondent assured the Appellant that all formation provided regarding the water component was sufficient for the assessment.
- (iii) The Appellant provided the Environmental Impact Assessment Report to the Respondent (and the SARA) on 17 July 2021, and provided the requested information regarding the matters outlined in Condition 5 to the Respondent on 18 October 2021.
- (iv) The Respondent had enough time to request any additional information in relation to any of the imposed conditions before making the decision on 8 December 2021, but it did not do so.
- (v) The need to re-submit an application for a Development Permit for a Material Change of Use is not justifiable, given that:
 - (a) all required information for the assessment and obligations (public notification etc.) were already provided during the Application assessment period;
 - (b) the re-application for a Development Permit will require the same information and referrals/procedure, that has already been undertaken, to be performed again, which

will not only impose additional cost and loss of time for the development, but is a highly unreasonable request.

(vi) Therefore, the re-application for a Development Permit for a Material Change of Use is not justifiable and highly unreasonable.

9. In the circumstances, each of the conditions listed in paragraph 4,5,6,7 and 8 of this Notice of Appeal are an unreasonable imposition on the Application and should not be imposed on the development.

Attachment 5 - Officer's Table of Assessment

Existing Condition	Applicant's Comments	Officer's Comments	Officer's Recommendation
Representations on Conditions			
<p>PRELIMINARY APPROVAL - MATERIAL CHANGE OF USE</p> <p>1. The approved development is a Material Change of Use for a High Impact Industry (50MW Green Hydrogen Production Facility) and Environmentally Relevant Activity 7(6) Chemical Manufacturing.</p> <p>This Development Approval is a Preliminary Approval only. In accordance with Section 49(2) of the Planning Act 2016, the Preliminary Approval approves the development but does not authorise the carrying out of assessable development.</p>	<p><i>"The Appellant seeks the following decision from Western Downs Regional Council</i></p> <p>(i) <i>That the Application be approved and a development permit for material change of use for the hydrogen project be granted subject only to relevant and reasonable conditions.</i></p> <p>(ii) <i>Alternatively, that the Application be approved and a development permit for material change of use for the hydrogen project be granted subject to condition contained in the Preliminary Approval decision notice.</i></p> <p><i>The Respondent's decision to approve the Application as Preliminary Approval only was made contrary to the recommendation of the Council's Planning Officer that the development application be approved."</i></p>	<p>The application was decided by Council at its Ordinary Meeting held on 8 December 2021. The Report which was considered at the Meeting did contain a recommendation by the assessing Planning Officer that the application be approved subject to a number of conditions.</p> <p>However, Council considered the water supply to be a critical element for the assessment and decided to issue a Preliminary Approval only. The Preliminary Approval is subject to conditions requiring the applicant to provide additional information as part of a future application for a Development Permit, to ensure that sufficient water supply would be available to service the development and that the potential impacts of the development can be appropriately managed.</p> <p>The Preliminary Approval approves the development and as such, the applicant can progress further towards the final design stage with certainty that the use can be established on the site. Once the detailed design stage of the development has progressed, the applicant can submit an application for a Development Permit which contains additional detail to address all matters relevant to the assessment, including water supply and the Environmental Management Plan as required by the conditions of the Preliminary Approval.</p>	<p>It is recommended that the condition remain unchanged.</p>
<p>FURTHER APPROVALS</p> <p>2. Submit an application for a Development Permit for a Material Change of Use subject to the conditions of this approval.</p>	<p><i>"The need to submit an application for a Development Permit for a Material Change of Use subject to the conditions of this approval.</i></p> <p>(i) <i>The conditions imposed on the Application were not reasonable and/or necessary as the matters/conditions were addressed in-depth within the application assessment process.</i></p>	<p>The Preliminary Approval approves the development but does not authorise the carrying out of assessable development. As such, a further application for a Development Permit for a Material Change of Use is required.</p> <p>The Preliminary Approval approves the development and as such, the applicant can progress further towards the final design stage with certainty that the use can be established on the site.</p>	<p>It is recommended that the condition remain unchanged.</p>

Existing Condition	Applicant's Comments	Officer's Comments	Officer's Recommendation
	<p>(ii) <i>The Respondent assured the Appellant that all formation provided regarding the water component was sufficient for the assessment.</i></p> <p>(iii) <i>The Appellant provided the Environmental Impact Assessment Report to the Respondent (and the SARA) on 17 July 2021, and provided the requested information regarding the matters outlined in Condition 5 to the Respondent on 18 October 2021.</i></p> <p>(iv) <i>The Respondent had enough time to request any additional information in relation to any of the imposed conditions before making the decision on 8 December 2021, but it did not do so.</i></p> <p>(v) <i>The need to re-submit an application for a Development Permit for a Material Change of Use is not justifiable, given that:</i></p> <p>(a) <i>all required information for the assessment and obligations (public notification etc.) were already provided during the Application assessment period;</i></p> <p>(b) <i>the re-application for a Development Permit will require the same information and referrals/procedure, that has already been undertaken, to be performed again, which will not only impose additional cost and loss of time for the development, but is a highly unreasonable request.</i></p> <p>(vi) <i>Therefore, the re-application for a Development Permit for a Material Change of Use is not justifiable and highly unreasonable."</i></p>	<p>Once the detailed design of the development has progressed, the applicant can submit an application for a Development Permit which contains additional detail to address all matters relevant to the assessment, including water supply and the Environmental Management Plan as required by the conditions of the Preliminary Approval.</p> <p>The details the applicant provided regarding the water supply were not considered sufficient by Council to issue a Development Permit. Condition 3 relating to water supply is discussed further below in this Table.</p> <p>Condition 5 of the Preliminary Approval requires submission of an Environmental Management Plan, which is discussed further below in this Table.</p> <p>Council Officers had numerous discussions via telephone and email with the applicant during the assessment of the application. Specifically, the applicant was requested to provide detail regarding the water supply as part of the Information Request and informal further Information Request that were issued. The Advice Notice - Further Information Required letter that was issued to the applicant stated that details as to where the water supply for the proposed facility would come from and ensuring that sufficient water supply is available for the development is considered a critical element for the assessment of the application.</p> <p>It is considered that the applicant was given sufficient opportunity to provide additional details regarding the water supply during the assessment period. To ensure compliance with the assessment timeframes contained within the Development Assessment Rules the application was required to progress to decision. As the application was Impact Assessable, the application was required to be decided by Council at a Council Meeting.</p>	

Existing Condition	Applicant's Comments	Officer's Comments	Officer's Recommendation
<p>WATER SUPPLY</p> <p>3. An adequate water supply must be confirmed for the proposed Hydrogen Production Facility operations. The applicant is to submit details of the water supply proposed for the development, including details of the source, the adequacy of the supply and any specific details for any on-site treatment required.</p>	<p><i>"The requirements of this condition were fully addressed by the Appellant in response to information requests from the SARA and the Respondent's formal and informal information requests as stated below:</i></p> <p>(i) <i>On 28 September 2021, the Appellant, in its response to the SARA information request, stated that the water for the hydrogen project will be sourced from Miles/Chinchilla wastewater treatment facilities, and that the discussion and advice has already been sought from the respective department within WDRC for the provision of recycled water. Furthermore, the Appellant, in its response for information request, sent the water analysis, obtained from the relevant department within WDRC and relating to Miles/Chinchilla water treatment facility, to the SARA.</i></p> <p>(ii) <i>On 19 October 2021, the Respondent called the Appellant and made informal information request regarding water treatment process.</i></p> <p>(iii) <i>By the letter dated 19 October 2021, the Appellant provided the Respondent with the following response:</i></p> <p><i>'I can confirm that there is no prior or subsequent treatment of the water used in the process of hydrogen/oxygen production. I can confirm that there is no wastewater from the electrolysis process. I can confirm that there is no RO [reverse osmosis] or similar water treatment infrastructure proposed for the Hygen site.'</i></p> <p>(iv) <i>On 1 November 2021, the Respondent (over the phone) made an informal information request regarding the water component of the project. On the Appellant's request, the Respondent issued an informal information request and sent it (by email) to the Respondent on 3 November 2021.</i></p> <p>(v) <i>By the letter dated 4 November 2021, the Appellant provided the requested information regarding to the water component of the project to the Respondent.</i></p>	<p>Council Officers had numerous discussions via telephone and email with the applicant during the assessment of the application. Specifically, the applicant was requested to provide detail regarding the water supply as part of the Information Request and informal further Information Request that were issued. The Advice Notice - Further Information Required letter that was issued to the applicant stated that details as to where the water supply for the proposed facility would come from and ensuring that sufficient water supply is available for the development is considered a critical element for the assessment of the application.</p> <p>In response to Council's Information Requests, the applicant advised the following:</p> <p><i>"Discussions have been held with Council regarding a supply of water for the development from the Miles/Chinchilla water treatment facility. However, based on the amount of water required, it was concluded that the Miles water treatment facility would be sufficient to meet the needs of the development. There are no formal arrangements in place for the supply of water for the development from the Miles water treatment facility at present, and as such, a supply agreement would have to be put in place between Council and Hygen Energy Australia for the supply of water for the development.</i></p> <p><i>The quality of water required for the production of hydrogen via electrolysis is medium to high purity (depending on the membrane technology used).</i></p> <p><i>Based on the water analysis supplied by Council for the Miles water treatment facility, this water would be sufficient for the production of hydrogen.</i></p>	<p>It is recommended that the condition remain unchanged.</p>

Existing Condition	Applicant's Comments	Officer's Comments	Officer's Recommendation
	<p>(vi) By letter dated 18 November 2021, the Respondent informed the Appellant:</p> <p style="padding-left: 40px;"><i>'I have discussed with the Planning and Environment Manager and confirm that it is now considered that sufficient information has been provided for the assessment in regards to water supply.'</i></p> <p>In the same letter the Respondent advised that:</p> <p style="padding-left: 40px;"><i>'preferred haul rout for the water tankers would be Old Cameby Road, Leichardt Highway, Warrego Highway then Kerwicks Road.'</i></p> <p>(vii) By the letter dated 19 November 2021, the Appellant replied to the Respondent confirming that the exact the same rout (mentioned in paragraph 4(vi)) was considered earlier, however an alternate route was offered stated as/why:</p> <p style="padding-left: 40px;"><i>'Warrego Highway then Kerwicks Road but it sends the traffic through the township of Miles, which I thought would not be desirable to WDRC.</i></p> <p style="padding-left: 40px;"><i>That's why I opted for the Old Cameby Road, PowerStation Road, Warrego Highway then Kerwicks Road as It negated going through Miles and was a more direct route. This made more sense to me and would be the preferred route.'</i></p> <p>(viii) The Appellant has made all necessary preliminary enquiries regarding water supply with the relevant department within WDRC regarding water supply and, by the letter dated 18 December 2020, received a response from Leigh Cook, the utilities manager:</p> <p style="padding-left: 40px;"><i>'based on your estimates we have the potential to supply those quantities form Miles, We don't currently have an adequate means of accessing the recycled water for cartage, which will require the construction of a standpipe ad likely modification to the existing pump system.</i></p>	<p>With regard to pre-treatment at the Miles/Chinchilla water treatment facility, there would be none required. However, it was discussed that only the Chinchilla water treatment facility had the infrastructure to dispense water (to a water tanker) and the Miles facility did not (at the time of discussions). So, if the water were to be sourced from the Miles facility (which is preferred) infrastructure (pumping station) would have to be put in place to accommodate the supply of water from this venue. Based upon the water analysis provided by Council, there would be minimal pre-treatment required for the use of the water from the Miles water treatment facility in the production of hydrogen. This would include (at the most) minimal filtration, to which disposal of filter cartridges or other filtration materials used would be disposed of as per the supplier's/manufacturer's recommendations and at a frequency as part of the scheduled maintenance regime for the production of hydrogen.</p> <p>At current projections, on a 14hr day, 14,000kg of H2 and 7,000kg of O2 will be produced per day - based on 8.5 litres/kg approximately 120,000 litres per day would be required to support this production regime. This would equate to 4 truck movements/day (20/week) travelling from the Miles water treatment facility (preferred) to the project site at Kerwick's Road.</p> <p>In addition, we are also considering Atmospheric Water Generation technology to supplement/compliment the water requirement for the development (please see attached information).</p>	

Existing Condition	Applicant's Comments	Officer's Comments	Officer's Recommendation
	<p><i>There would also be a cost of supply for the recycled water. Should we proceed with the supply we would tie up the infrastructure costs, volumetric charges and quality parameters with a recycled water supply agreement.</i></p> <p><i>As a starting point, I've attached a copy of a standard chemical analysis of the product water to ensure that the product will meet your needs. From then we will start investigating the cost options discussed above and move towards the supply agreement.'</i></p> <p><i>(ix) The Appellant provided the Respondent and SARA with all required information regarding the water component for the Hydrogen project, and the Respondent confirmed (on 18 November 2021) that it received all sufficient information regarding this matter for the assessment.</i></p> <p><i>Since that date, nor at any time during the entire assessment period, did the Respondent request or inform the Appellant that a formal water supply agreement with the WDRC would be required as part of the Application. (NB. - Agreements of this nature are generally done soon after a DA is granted not before).</i></p> <p><i>In addition to the above in-depth discussions regarding water, a second ancillary/support water source was provided (atmospheric water generation) and information and specifications on this method were forwarded to the Respondent and the SARA.</i></p> <p><i>(x) On the facts outlined above, the imposition of Condition 3 is considered unreasonable and was not required as the matter was discussed in great depth."</i></p>	<p><i>Although these considerations are still at early stages, it is looking like a very viable proposition to contribute to the water requirements for the Hygen Energy project."</i></p> <p>As part of the assessment of the application, it was noted that the discussion between the applicant and Council's Utilities Manager regarding the use of water from Council's Water Treatment Plants to date, have been limited, generalised, and no current or preliminary arrangements are in place.</p> <p>As part of the assessment of the application, the applicant was given numerous opportunities to provide additional information regarding the water supply. The application was required to progress to decision.</p> <p>The application was recommended for approval (Development Permit) subject to conditions, including a condition requiring the applicant to provide an adequate water supply for the proposed Hydrogen Production Facility operations separate from any potable water source.</p> <p>Ultimately, as the application was Impact Assessable, the application was required to be decided by Council at a Council Meeting. Council considered the water supply to be a critical element for the assessment and decided to issue a Preliminary Approval only.</p> <p>As part of the representations, the applicant has not provided any further details on the water supply for the development, including details of the source or adequacy of the water supply.</p> <p>In regard to the haul route, the applicant was advised prior to the application being decided, that Council's Consultant Development Engineer considered that the preferred haul route for the water tankers would be Old Cameby Road, Leichhardt Highway, Warrego Highway then Kerwick's Road.</p>	

Existing Condition	Applicant's Comments	Officer's Comments	Officer's Recommendation
		The haul route can be considered further, as part of the future development application for a Development Permit for a Material Change of Use.	
4. Water supply for the Hydrogen Production Facility shall not be sourced from any potable water supply.	<p>(i) <i>From the beginning of the assessment process, the Appellant advises the Respondent and the SARA that the water supply will be sourced from the Miles/Chinchilla water treatment facility.</i></p> <p>(ii) <i>At no time, did the Appellant indicate to the Respondent that the water for the project would be sourced from any potable sources.</i></p> <p>(iii) <i>Recently, the Appellant obtained access to a new technology of atmospheric water generation, which would be classified as potable water. The Appellant provided the SARA and the Respondent with specifications of this technology.</i></p> <p>(iv) <i>If the Appellant will elect to supplement or use this water supply wholly for the purpose of hydrogen/oxygen production, it should not be precluded from doing so by having a "non-potable" water source restriction being imposed upon the development.</i></p> <p>(v) <i>Therefore, it is unreasonable for the Respondent to impose Condition 4 as this imposition may cause an economic detriment to the Appellant by limiting its water resource avenues."</i></p>	<p>The applicant's argument that the wording of the condition, being that water shall not be sourced from any potable water supply is restrictive, is considered reasonable.</p> <p>It is recommended that the condition be amended to require water not be sourced from the town water supply from Council's reticulated water supply system.</p>	<p>It is recommended that the condition be amended as follows:</p> <p>4. Water supply for the Hydrogen Production Facility shall not be sourced from the town water supply from Council's reticulated water supply system any potable water supply.</p>
<p>ENVIRONMENTAL MANAGEMENT PLAN</p> <p>5. The applicant is to submit an Environmental Management Plan prepared by a suitably qualified person. The Plan must be specific to the site and include strategies for management of a Hydrogen</p>	<p><i>"The requirements of this condition relate to the matters that have already been adequately covered by the existing Environmental Authority held by the Appellant for the Site, Reference: P-EA-100139521. The following communications took place:</i></p> <p>(a) <i>by the letter dated 14 July 2021, the Appellant sent to the SARA Environmental Impact Assessment Report; and</i></p>	<p>In the Planning Report submitted with the application, the applicant specifically stated that a -</p> <p><i>"project specific environmental plan (EMP) would be developed in conjunction with detailed design and in accordance with any associated conditions of approval."</i></p> <p>When addressing potential noise impacts, air impacts (dust mitigation) and bushfire management, the applicant makes reference to the project specific Environmental Management Plan.</p>	<p>It is recommended that the condition remain unchanged.</p>

Existing Condition	Applicant's Comments	Officer's Comments	Officer's Recommendation
<p>Production Facility. The Plan shall address, but not be limited to the following matters:</p> <p>5.1 Noise;</p> <p>5.2 Location and details of any proposed acoustic wall (if applicable);</p> <p>5.3 Odours and airborne contaminants;</p> <p>5.4 Hydrogen safety, including details of any safety zones to be created based on the results of a technical study conducted to assess risks of fire and explosion;</p> <p>5.5 Generally hydrogen fires do not emit visible light, therefore appropriate fire detection and fire fighting measures shall be implemented; provide a Site Based Management Plan addressing fire detection, fire fighting and mitigation of the potential impacts in the event of an explosion; and</p> <p>5.6 Bushfire management, including management measures to address potential fire risks during construction, operation and decommissioning.</p>	<p>(b) <i>by the letter dated 28 September 2021, the Appellant responded to the SARA information request and sent the response to the State Code 21, which addressed the following matters:</i></p> <ol style="list-style-type: none"> 1. <i>PO 1 – Details on what risks created by the hazardous chemical facility is proportionate to the sensitivity of the surrounding land uses or zones.</i> 2. <i>PO 2 – Detail on location and siting of the hazardous chemical facility and how it has considered and responded to any off-site effects from a hazardous chemical facility in the vicinity.</i> 3. <i>PO 3 - Details on what storage and handling areas are in place for a fire risk hazardous chemicals and what control measures are a place for a fire situation or a situation that may trigger an emergency response.</i> 4. <i>PO 4 – Detail the storage and handling areas for liquid or solid fire risk hazardous chemicals and what sill containment system is in place.</i> 5. <i>PO 5 – Details how the proposed location and design for the hazardous chemical facility will minimise any adverse consequence of flood and bushfire on the storage and handling area.</i> 6. <i>PO 6- Detail how the proposed location and design for the hazardous chemical facility will minimise and adverse consequence of a natural hazard such as wind action (as described in the Australian and New Zealand Standards A/NZA170.2: Structural design actions: Part 2, Wind actions) on a storage and handling area.</i> <p>(c) <i>By the letter dated 22 October 2021, the Appellant received a response from the SARA, which approved the development with conditions.</i></p>	<p>The application did include an Environmentally Relevant Activity [ERA No. 7(6)] Chemical Manufacturing. The ERA was a Concurrent ERA and as such, was assessed by the Department of Environment and Science as Technical Agency. The development will involve the storage of both hydrogen and oxygen in compressed gaseous form in tanks. The assessment done by the Technical Agency for the ERA is separate from Council's assessment of the development under the Planning Scheme.</p> <p>Documents that were submitted to the Technical Agency as part of the ERA assessment, are different from an Environmental Management Plan which is required to address specific criteria of the Planning Scheme and include details of measures that will be implemented to reduce potential impacts, and in this case, strategies for the management of the Hydrogen Production Facility.</p> <p>The condition requires that the Environmental Management Plan address specific criteria relating to the operation and management of the use at the site. The consideration of potential air and noise impacts and how these impacts can be managed, as well as the bushfire risk, forms part of the assessment of an Impact Assessable application and as such, it is not considered unreasonable for these matters to be addressed more thoroughly by a qualified professional prior to the issuing of a Development Permit.</p> <p>As part of the Information Request issued to the applicant, it was advised that, as hydrogen fires do not emit visible light, appropriate fire detection and fire fighting measures should be in place. No information had been provided addressing an action plan in case of an explosion and whether explosion shields and special-containing hoods would be provided for hydrogen and oxygen storage areas.</p>	

Existing Condition	Applicant's Comments	Officer's Comments	Officer's Recommendation
	<p><i>In the SARA's response it was stipulated that the Applicant has been granted an Environmental Authority under the Environmental Protection Act 1994 over the Site. Below are the details of the decision:</i></p> <ul style="list-style-type: none"> • <i>Reference: P-EA-100139521</i> • <i>Effective date 14 July 2023</i> • <i>Prescribed environmentally relevant activity (ERA):</i> <i>ERA 7 – Chemical manufacturing and</i> <i>ERA 8 – Chemical storage.</i> <p><i>(d) In addition, by the letter dated 18 October 2021, the Appellant responded to the Respondent's informal information request regarding matters outlined in Condition 5, namely: odour, air emissions, noise impact and stormwater treatment, to name a few.</i></p> <p><i>(e) Based upon the facts stated in paragraph 6, the Appellant has already adequately addressed the matters outlined in Condition 5, namely: noise, odour and airborne contaminants, acoustic wall, risk of fire and explosion detection, fire fighting measures, bushfire impact potential and bushfire management. These matters were also addressed in depth in the Planning Report for Material Change of Use Application Hygen Energy Australia Green Hydrogen Production Facility.</i></p> <p><i>(f) Regarding the Site Based Management Plan, by the letter dated 28 September 2021, the Appellant provided the SARA and the Respondent with "Hygen Energy site layout & design plan" which outlined the fire detection, fire fighting measures and bushfire management to be implemented.</i></p> <p><i>(g) Regarding the requirement of a suitably qualified person to compose an Environmental Management Plan, the Appellant (who comprised the EMP) has qualifications in HSE/OHS and Risk Assessment to the level of "Material Risk Analysis"</i></p>	<p>It was requested that the applicant investigate the adequacy of the 20m bushfire buffer and provide a Site Based Management Plan addressing fire detection, fire fighting and mitigation of the potential impact in the event of an explosion.</p> <p>In response, the applicant provided the following comments only and did not provide a Site Based Management Plan.</p> <p><i>"The Key (map attached) show the firefighting tanks/pump position. While we are still yet to formally decide on the EPC contractor for the construction of the hydrogen production facility, each system reviewed has, (as per Australian/International standards - H2 leak/fire detection systems and should in the unlikely event of a fire - fire suppression systems incorporated into the design of the hydrogen production facility.</i></p> <p><i>A detailed outline of these systems can be provided to Council upon choosing the EPC contractor for construction of the H2 facility.</i></p> <p><i>A detailed Emergency Management Plan (EMP) will also be provided outlining procedures in the unlikely event of a fire.</i></p> <p><i>Regarding explosion shields/hoods - The EPC contractor will ensure all adequate (as per Australian/International standards) fire prevention and suppression measures are incorporated into the final design of the H2 production and storage areas of the project."</i></p> <p>The letter dated 28 September 2021 referenced by the applicant is the response to SARA's Information Request, which included a Code assessment against the SDAP Codes.</p>	

Existing Condition	Applicant's Comments	Officer's Comments	Officer's Recommendation
	<p><i>and has worked in this capacity providing risk analysis services to multi-national companies such as BHP, GE, Peabody and FMG to name a few, both domestically and internationally. These qualifications and experience would certainly constitute the Appellant (drafter of the EMP) as a "Qualified Person".</i></p> <p><i>The provision of a more detailed Environmental Management Plan can only be developed after the Appellant engages the appropriate EPCM company to undertake the development. A more detailed EMP will be submitted at that time in conjunction with advice/collaboration from the EPCM.</i></p> <p><i>(h) Based on the facts outlined above, it is unreasonable for the Respondent to impose Condition 5."</i></p>	<p>The Hygen Energy Site Layout and Design diagram that is included, illustrates the location of fire water tanks and a fire system pump hose only. This document does not sufficiently address fire detection, fire fighting or mitigation of the potential impact in the event of an explosion.</p> <p>The applicant stated in the application that a project specific Environmental Management Plan and a detailed Emergency Management Plan in response to Council's Information Request would be prepared to address matters that were not fully addressed at the time the application was submitted and under assessment. These matters are relevant to the assessment of the development at the site and therefore the condition requiring the provision of these documents is not considered unreasonable.</p>	

Title (030.2021.911.001) Community and Liveability Report Development Application Material Change of Use Major Electricity Infrastructure (Battery Storage Facility) 1039 Banana Bridge Road Brigalow CS Energy Pty Ltd C/- Reel Planning Pty Ltd

Date 3 February 2021

Responsible Manager T. Summerville, PLANNING AND ENVIRONMENT MANAGER

Summary

The purpose of this Report is for Council to decide the proposed development for a Material Change of Use to establish a Major Electricity Infrastructure (Battery Storage Facility) on land described as Lot 6 on DY532 and Easement Q on SP179326 and situated at 1039 Banana Bridge Road, Brigalow.

Link to Corporate Plan

Strategic Priority: Strong Diverse Economy

- We aggressively attract business and investment opportunities.
- Our region is a recognised leader in agribusiness, energy, and manufacturing.
- We deliver water security to enable future economic growth.
- We proactively advance our region as a tourism destination.
- Our business and industry actively live and buy local.

Material Personal Interest/Conflict of Interest

Nil

Officer's Recommendation

That this Report be received and that:

1. The development application for a Material Change of Use to establish a Major Electricity Infrastructure (Battery Storage Facility) on land described as Lot 6 on DY532 and Easement Q on SP179326, located at 1039 Banana Bridge Road, Brigalow be approved, subject to the following conditions:

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:

Plan No: KCBP-EP-LAY-80-00-0010, Revision D

Description: Kogan Creek BESS Battery Farm Layout, prepared by Downer Group, dated 18.11.2021, as amended in red by Council on 1/2/22

Plan No: -

Description: Elevation Views 1 and 2

Plan No: -

Description: External Elevations J and K

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 Approved Plans are to be amended in accordance with the conditions of this approval and as outlined below:
 - 3.1 Provide details of all proposed buildings and structures to be retained on-site for the life of the project. Building Floor Plans and Elevations must also be provided.
 - 3.2 Update the Site Plan to illustrate the location of all proposed buildings and structures on the site.

Note: Infrastructure charges will be levied for the gross floor area of all administration and control buildings including storage sheds and site offices. Once detailed plans are provided, an Infrastructure Charges Notice will be issued.

4. The following further Development Permits must be obtained prior to commencement of any work associated with the approval:
 - 4.1 Building Works;
 - 4.2 Plumbing Works; and
 - 4.3 Operational Work.

APPROVED DEVELOPMENT

5. The approved development is a Material Change of Use for Major Electricity Infrastructure (Battery Storage Facility) as shown on the Approved Plans.

COMPLIANCE, TIMING AND COSTS

6. All conditions of the approval shall be complied with prior to commencement of the use and whilst the use continues, unless otherwise noted within these conditions.
7. All costs associated with compliance with these conditions shall be the responsibility of the developer unless otherwise noted.

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.

ACOUSTIC AMENITY - NOISE LIMITS

9. Noise from activity associated with the use of the site must not exceed the Acoustic Quality Objectives listed in the *Environmental Protection (Noise) Policy 2019* when measured at any sensitive place or commercial place.

ACOUSTIC AMENITY - MECHANICAL PLANT

10. All regulated devices as defined by the *Environmental Protection Act 1994* must be installed, operated, and maintained to comply with the noise limits as specified within the *Environmental Protection Act 1994*.

AIR QUALITY AND AMENITY - AIR RELEASE LIMITS

11. Odours or airborne contaminants which are noxious or offensive to public amenity or safety, likely to cause environmental harm or environmental nuisance, or exceed the Air Quality Objectives listed in the *Environmental Protection Policy (Air) 2019* as measured at any sensitive place or commercial place, must not be released into the atmosphere.

OUTDOOR LIGHTING IMPACT MITIGATION

12. 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.
13. All lighting must be of a type that gives no upward component of light when mounted horizontally (ie full cut-off luminaire).

VISUAL AND GENERAL AMENITY

14. Any graffiti on the buildings or structures must be immediately removed.
15. The buildings and the site must be maintained in a clean and tidy manner at all times.
16. The external finishes of the battery containers, inverters, control room and office building shall comprise neutral, low reflective colours consistent with the surrounding environment.

EMERGENCY RESPONSE PLAN

17. Submit to Council for endorsement, an Emergency Response Plan prepared by a suitably qualified person. The Plan must be specific to the property and include strategies for hazard management of a Battery Storage Facility. The Plan should include, but not be limited to the following matters:
 - 17.1 handling, use and hazard precautions;
 - 17.2 fire fighting;
 - 17.3 emergency evacuation and shut down procedures;
 - 17.4 first aid;
 - 17.5 storage precautions;
 - 17.6 damaged products;
 - 17.7 disposal; and
 - 17.8 maintenance.
18. Once the Emergency Response Plan is endorsed by Council, the Emergency Response Plan is to be implemented by the Operator.

WASTE MANAGEMENT

19. All waste generated from construction of the development must be effectively controlled on-site before disposal. All waste must be disposed of in accordance with the *Environmental Protection (Waste Management) Regulation 2000*.
20. 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*.

OPERATING HOURS - DURING CONSTRUCTION

21. Construction work shall occur only between the hours of 6:00am and 6:00pm Monday to Saturday.
22. Work on Sundays and Public Holidays shall be limited to safety inspections, testing, checks and environmental work involving a maximum of 10 workers on-site (unless approved otherwise by Council).

FENCING

23. The applicant shall provide a 2.4 metre high chain wire security fence or alternative fencing as approved by Council's Planning and Environment Manager or authorised delegate, as illustrated on the Approved Plans.
24. Fencing material shall be compatible with that used within the locality.

LANDSCAPING - MISCELLANEOUS

25. The land owner must ensure compliance with the requirements of the *Land Protection (Pest and Stock Route Management) Act 2002* and any subsequent legislation.
26. Apart from declared weeds and pests, trees, shrubs and landscaped areas currently existing on the subject land must be retained where possible and action taken to minimise disturbance during construction work.

FIRE FIGHTING REQUIREMENTS

27. Fire fighting equipment and materials for electrical and electronic equipment fires must be installed at appropriate locations.
28. On-site bushfire equipment must include a minimum of a 5,000 litre water supply. If fire fighting supply is to be provided in a tank, the supply outlet is to be fitted with a 50mm male camlock fitting for rural fire fighting connections.

ENGINEERING WORKS

29. Undertake Engineering designs and construction in accordance with Council's Planning Scheme, Development Manual and Standard Drawings, and relevant Australian Standards.
30. 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

31. Be responsible for the location and protection of any Council and public utility services infrastructure and assets that may be impacted during construction of the development.
32. 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

33. Provide overland flow paths that do not alter the characteristics of existing overland flows or create an increase in flood damage on other properties.
34. Ensure that discharge of post-development stormwater will not cause any actionable nuisance to all adjoining properties.

WATER SUPPLY

35. Provide a potable water supply for the use of staff and visitors.

ON-SITE WASTEWATER DISPOSAL

36. Connect the staff amenities to an on-site wastewater disposal system, in accordance with AS1547 and the Queensland Plumbing and Waste Water Code.
37. Obtain a Development Permit for Plumbing Work for the on-site sewerage treatment system.

ACCESS

38. Design and construct a vehicle turnout in accordance with Council's Standard Drawing No. R-007 and modified to suit the manoeuvring of the largest design vehicle.

PARKING AND ACCESS - GENERAL

39. Provide adequate on-site parking for all vehicles including a minimum of two (2) parking spaces.
40. Provide signage that indicates the locations of parking and flow of traffic through the site.
41. Ensure loading and unloading operations are conducted wholly within the site.

ELECTRICITY

42. Connect the development to electricity services.

EARTHWORKS - GENERAL

43. Undertake any earthworks in accordance with the provisions of AS3798 Guidelines on Earthworks for Commercial and Residential Developments.

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.

ENVIRONMENTAL HEALTH

45. Undertake operations and construction work associated with this development to the requirements of Council, including the following:
 - 45.1 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;
 - 45.2 remove immediately, any material spilled or carried onto existing roads to avoid dust nuisance and ensure traffic safety; and
 - 45.3 do not carry out work on Sundays or Public Holidays (unless approved otherwise by Council).

REFERRAL AGENCY RESPONSES

1. The Department of State Development, Infrastructure, Local Government and Planning provided a Concurrence Agency response on 24 January 2022 which is attached.
2. Powerlink Queensland provided an Advice Agency response on 23 December 2021 which is attached.

ADVISORY NOTES

NOTE 1: 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 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 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: Referral Agency Responses

The Department of State Development, Infrastructure, Local Government and Planning provided a Referral Agency response as Concurrence Agency and Powerlink Queensland as an Advice Agency for the application.

Background Information

Application No: 030.2021.911.001	Assessment No: A12436	Keywords Index: LG7.6.1
Assessing Officer:	Dominic Bradley PLANNING OFFICER DEVELOPMENT ASSESSMENT	
PART 1: APPLICATION		
Applicant:	CS Energy Pty Ltd C/- Reel Planning Pty Ltd	
Owner:	Kogan Creek Power Station Pty Ltd	
Site Address:	1039 Banana Bridge Road, Brigalow	
Site Area:	501.669ha	
Real Property Description:	Lot 6 on DY532 and Easement Q on SP179326	
Proposed Development:	Major Electricity Infrastructure (Battery Storage Facility)	
Level of Assessment:	Impact	
Type of Application:	Material Change of Use	
Relevant Planning Scheme:	Western Downs Planning Scheme 2017 incorporating Amendment 1	
Zone:	Community Facilities	
Precinct:	N/A	
Overlays:	<ul style="list-style-type: none"> · Biodiversity - MSES Regulated Vegetation · Bushfire Risk - Medium Bushfire Hazard · Infrastructure - High Voltage Electricity Lines and Buffer - Power Station and Buffer · Extractive Industry - Mineral Development Licence (MDL335) - Petroleum Lease (PL492) - Authority to Prospect (ATP676) · Agricultural Land Classification - Class A · Scenic Amenity - High Landscape Value Area · Wetlands - Lacustrine Wetlands · Waterway Corridor - Waterway Corridor · Water Resource Catchment - Groundwater Vulnerability Area · Flood Hazard - Potential 	
Pre-lodgement Meeting:	No	
Application Lodgement Date:	18/11/2021	
Properly Made Application:	Yes	Date: 26/11/2021
Confirmation Notice Issued:	Yes	Date: 30/11/2021
PART 2: REFERRALS		
State Assessment and Referral Agency (SARA) as a Concurrency Agency)	<ul style="list-style-type: none"> · 03/12/2021 - The applicant referred the application to SARA as a Concurrence Agency for the application. · 16/12/2021 - SARA issued a Confirmation Notice that the application had been properly referred. · 24/01/2022 - Council received the Referral Agency response, with conditions from SARA. 	
Powerlink	<ul style="list-style-type: none"> · 03/12/2021 - The applicant referred the application to Powerlink as an Advice Agency for the application. · 23/12/2021 - Council received the Advice Agency response from Powerlink Queensland. 	
PART 4: PUBLIC NOTIFICATION		
Public Notification Commenced:	15/01/2022	
Notice of Compliance Received:	08/02/2022	
Submissions Received:	Nil	

PART 5: DECISION PERIOD	
Date Commenced:	09/02/2022
Decision Due Date:	29/03/2022

Report

1. Background Information

1.1 Property Context

The property is legally described as Lot 6 on DY532 and Easement Q on SP179326 and is located at 1039 Banana Bridge Road, Brigalow. The property has an area of approximately 501.67ha and is of a rectangular configuration. The property has frontages to Banana Bridge Road and Smith's Road which are both Council maintained roads.

The property is surrounded by land in the Rural Zone and is predominantly used for rural uses including low intensity grazing, small quarries/gravel pits and industrial uses associated with the Kogan Creek Power Station including the coal mine to the south-east of the property.

The property has been developed historically for the purpose of a 750MW coal fired power station known as the Kogan Creek Power Station which has been operated by the applicant on the site since opening in 2007. The property is subject to an existing Development Approval for a Material Change of Use to establish a Power Station issued by the former Chinchilla Shire Council on 16 February 2000.

The subject land is provided with a supply of coal from Kogan Creek Coal Mine via a 4km overland conveyor belt system from the Kogan Creek Coal Mine to supply the Kogan Creek Power Station.

The property is directly adjoined by:

- Banana Bridge Road to the west.
- Smith's Road to the south which provides access to the Kogan Creek Coal Mine.
- Lot 26 on DY374 and Lot 34 on DY604 to the south and east which contain the Kogan Creek Coal Mine.
- Lot 29 on DY276, 981 Banana Bridge Road, Brigalow, is owned by the applicant to the north and features a dwelling and associated rural outbuildings, and is used for rural purposes.
- Lot 1367 on DER34136, Healy's Crossing Road, Brigalow to the east which is undeveloped rural land that is bordered by Kogan Creek.

The property is located within a rural locality and is not connected to Council's reticulated water or sewer network. The subject land has a water allocation for the taking of groundwater which is used for the operation of the Power Station on the property. The site also features surface water storage in the form of existing on-site dams.

The property features on-site water tanks which are used to provide staff with potable water. The property also features amenities for staff at the Power Station. The site has access to Banana Bridge Road and Smith's Road associated with the operation of the Kogan Creek Power Station.

1.2 Proposal

The applicant has lodged a Development Application seeking Development Approval for a Material Change of Use to establish Major Electricity Infrastructure (Battery Storage Facility) on the property.

The proposed development is a 100MW Battery Storage Facility connecting to the existing Powerlink Queensland Western Downs 275kV Substation via the existing 275kV high voltage transmission line located on the property.

The proposed development will not feed power to the Kogan Creek Power Station on the property. Rather, the development will operate independently from the Kogan Creek Power Station on the property.

The proposed Battery Storage Facility will deliver a "solar soak" service effectively smoothing the daily electricity demand by charging during the day when prices are low and discharging during the evening when electricity prices increase as demand increases.

The development will be constructed on a footprint that is approximately 6,237m² in area and will include the following:

- approximately 80 battery units that will be elevated on concrete foundations;
- inverter units which will connect to the proposed battery units;
- a Switch and Control Room Building;
- a Forklift/Garage Building for maintenance and equipment storage;
- an electrical Substation which will connect to the 275kV transmission line on the property;
- an access road around the perimeter of the batteries approximately 4m in width for servicing and maintenance;
- security fencing around the development footprint; and
- a laydown area for temporary parking and storage purposes.

Based on the nature of the use, the development will operate 24 hours a day, 7 days a week. The development will be visited by a maximum of 2 workers required to carry out maintenance and servicing activities for the development.

During the construction period, a temporary construction office will be set up with a temporary car park to accommodate all construction personnel. The applicant expects that during the construction period of the development, between 10 and 30 people will be employed.

The applicant has advised that staff at the development site will be provided with toilet facilities and amenities. The property is currently serviced by telecommunications infrastructure and will be connected to electricity.

The development will be accessed via a new access point to Banana Bridge Road. The applicant intends to construct a new internal access track which will provide direct access to the facility. The applicant has advised that once the development is operational, two parking spaces will be provided for technical staff conducting maintenance activities on the property.

2. Assessment against the Western Downs Planning Scheme 2017 incorporating Amendment 1

Development for a Material Change of Use for Major Electricity Infrastructure is Impact Assessable within the Community Facilities Zone of the Planning Scheme.

The application requires assessment against all relevant Assessment benchmarks of the Planning Scheme including:

- Strategic Plan
- Community Facilities Zone Code
- Infrastructure Services Code
- Transport, Access and Parking Code
- Biodiversity Overlay Code
- Bushfire Hazard Overlay Code
- Infrastructure Overlay Code
- Flood Hazard Overlay Code
- Scenic Amenity Overlay Code
- Wetlands Overlay Code
- Waterway Overlay Code
- Natural Resources Overlay Code

2.1 Strategic Plan

The development is consistent with the Strategic Intent of the Strategic Plan, as the development will continue to ensure that the Western Downs is the energy capital of Queensland supplying a diversity of gas, solar and coal electricity to the national electricity grid via an array of Power Stations and high voltage transmission lines that stretch across the landscape.

The proposed development will improve the efficiency of the electrical grid by providing additional power during peak demand periods and soaking up power generated during periods when demand is low but power generation is high due to the take-up of rooftop solar.

The proposed development is suitably co-located on a property currently used for a public utility and major electricity infrastructure, and is appropriately separated from sensitive land uses and sensitive receiving environments in accordance with Strategic Element 3.3.9 of the Strategic Plan.

In summary, it is considered that the proposed development is consistent with the intent and relevant strategic elements of the Strategic Plan.

2.2 Community Facilities Zone

The development of a Material Change of Use for Major Electricity Infrastructure (Battery Storage Facility) is an inconsistent use within the Community Facilities Zone.

The property is currently used for the purpose of a coal fired Power Station and associated major electricity infrastructure (transmission lines).

The applicant is proposing to establish a Battery Storage Facility which will assist in stabilising the electricity grid during daytime periods where electricity supply is high to use the stored electricity when demand is highest in the evenings.

The development is consistent with the intent of the Community Facilities Zone, which is to provide for community related uses including utility installations.

The proposed development will consolidate major electricity infrastructure on a property which has historically been developed for this purpose, and features the necessary supporting infrastructure.

The character and amenity of the development are consistent with the industrial character of the property and is well separated from existing sensitive land uses.

The closest sensitive receptor is the existing residence on Lot 29 on DY276 and the development will be screened by the Power Station and areas of dense native vegetation.

The development is consistent with the siting and the design requirements of the Community Facilities Zone Code.

The applicant has advised that landscaping will not be provided in accordance with Acceptable Outcomes 6.1 and 6.3 of the Community Facilities Zone Code. The development will not be accessed by the public and will be set back 183m from the frontage of the property from Banana Bridge Road. The development will also be screened from surrounding properties by existing native vegetation within the road reserve of Banana Bridge Road. The applicant's alternative solution can be accepted in this instance.

It is considered that the amenity impacts of the development will be limited based on the operation of the Kogan Creek Power Station and the separation of the development footprint from surrounding sensitive land uses.

Notwithstanding, the development will be conditioned to ensure that the amenity impacts are limited in accordance with the relevant legislation.

The development is considered to be consistent with the Community Facilities Zone Code, subject to the recommended conditions of approval.

2.3 Transport, Access and Parking Code

The applicant proposed a new access point to Banana Bridge Road which will be conditioned to comply with Council's access standards.

The development will not use or change the other existing access points from the property to Banana Bridge Road or Smith's Road.

The applicant has estimated that during the construction period of the development, 20 heavy vehicles and 10 light vehicles will access the property.

Traffic associated with the operation of the development will be minimal based on the number of technical staff required to service the development.

Council's Consultant Development Engineer considers that Banana Bridge Road is constructed to a suitable standard for the traffic volumes associated with the construction and operational stages of the development.

The applicant proposes two formal car parks off the internal access road to service technical staff visiting the property once the use is operational. The applicant has also advised that there is suitable space for informal parking during the construction period for the development.

The applicant has advised that persons with disability (PWD) parking will not be required, based on the number of staff required to operate the development and that it will not be accessible to members of the public. The applicant has advised that there is sufficient space for PWD parking to be provided informally.

Council's Consultant Development Engineer has advised that the parking rate provided by the applicant is considered to meet the expected demand generated by the development, and will be conditioned accordingly.

The development is consistent with the Transport, Access and Parking Code, subject to the recommended conditions of approval.

2.4 Infrastructure Services Code

The applicant has advised that staff would have access to toilet facilities and access to potable water supply on the property.

The applicant proposes to install water tanks which will capture rainwater from the roof line of the buildings associated with the development.

The applicant has advised that a toilet will be installed for staff within the development footprint.

The development will be serviced by telecommunications and electricity infrastructure.

The development is considered to comply with the Infrastructure Services Code.

2.5 Infrastructure Overlay Code

The property features an existing Power Station and associated high voltage transmission lines which are identified by the Infrastructure Overlay Mapping of the Planning Scheme.

No buildings or structures associated with the use will be located within the high voltage transmission lines or Power Station buffer areas on the property.

The proposed development is not a sensitive land use and will not increase the number of people permanently residing on the property.

The development is consistent with the Infrastructure Overlay Code.

2.6 Flood Hazard Overlay Code

Part of the property is impacted by a Potential Flood Hazard Area within the Flood Hazard Overlay Mapping of the Planning Scheme.

The development is consistent with the Flood Hazard Overlay Code, as the development footprint is located outside the area identified as a Potential Flood Hazard Area on the property.

2.7 Bushfire Hazard Overlay Code

Parts of the property are identified as High and Medium Bushfire Hazard Areas within the Bushfire Hazard Overlay Mapping of the Planning Scheme.

The development footprint is not located within an area of High or Medium Bushfire Hazard, and is well separated from the closest area of Medium Bushfire Hazard which is adjacent to the frontage of the property to Banana Bridge Road.

The application has been conditioned for specialised firefighting equipment to be provided for electrical fires based on the nature of the use, and for the provision of an Emergency Management Plan which is to include details as to how bushfire and electrical fires will be managed on the property.

The development is consistent with the Bushfire Hazard Overlay Code, subject to the recommended conditions of approval.

2.8 Natural Resources Overlay Code

Parts of the property are located within Class A Agricultural Land and a Groundwater Vulnerability Area within the Natural Resources Overlay Mapping of the Planning Scheme.

The development footprint is not located within the part of the property identified as Class A Agricultural Land.

The developed has been historically developed for the purpose of a Power Station and is not considered suitable for productive agricultural activities.

The development will not impact on or place increased demand on ground water resources servicing the property.

The development is consistent with the Natural Resources Overlay Code.

2.9 Waterway Corridor Overlay Code

A small portion of the property adjoins Kogan Creek to the south-east which is identified as a Waterway Corridor Area within the Waterway Corridor Overlay Mapping of the Planning Scheme.

The development footprint on the property is not located within proximity to Kogan Creek and will not result in any clearing of vegetation on the creek banks.

The development is consistent with Waterway Corridor Overlay Code.

2.10 Wetland Overlay Code

Part of the property features areas of Palustrine Wetlands within the Wetlands Overlay Mapping of the Planning Scheme.

The development footprint is not located within proximity to the mapped palustrine wetlands, and it is considered that the development complies with the Wetlands Overlay Code.

2.11 Biodiversity Overlay Code

Part of the property features MSES Regulated Vegetation illustrated by the Biodiversity Overlay Mapping of the Planning Scheme.

The development footprint will not impact on the mapped areas of regulated vegetation on the property, as it is located on a part of the property that has been historically cleared of vegetation.

The development is consistent with the Biodiversity Overlay Code.

2.12 Scenic Amenity Overlay Code

The property is partially located within a High Landscape Value Area within the Scenic Amenity Overlay Mapping of the Planning Scheme.

The development footprint is not located within the area of property identified as a High Landscape Value Area.

The development will not impact on the scenic amenity of the property or locality and is consistent with the Scenic Amenity Overlay Code.

3. Other Matters

3.1 Referrals

The application required referral to Powerlink Queensland as an Advice Agency under the *Planning Regulation 2017* due to the proximity of the development footprint to Powerlink's infrastructure on the property.

The application also required referral to the Department of State Development, Infrastructure, Local Government and Planning as a Concurrence Agency under Schedule 10 of the *Planning Regulation 2017*, as the property is subject to a Community Infrastructure Designation.

The Referral Agency responses provided by the Department and Powerlink Queensland are attached to this Report for consideration.

3.2 Public Notification

The application required public notification as part of the development assessment process, as a Material Change of Use for a Major Electricity Infrastructure is Impact Assessable development within the Community Facilities Zone.

The application was publicly notified for a period of 15 business days which commenced on 15 January 2022 and concluded on 7 February 2022. During the Public Notification Period, Council received no submissions regarding the application from the public.

3.3 Infrastructure Charges

In accordance with Council's Infrastructure Charges Resolution (No. 7.1) 2017, a Major Electricity Infrastructure (Battery Storage Facility) Use falls within the Essential Services Development Class and the unit of measurement for infrastructure charges is per m² of gross floor area (GFA).

The applicant did not provide building floor plans for the proposed structures as part of this application. A condition has been recommended requiring the provision of building floor plans and the condition includes a note advising that infrastructure charges will be levied for the GFA of all administration and control buildings including storage sheds and site offices. Once detailed plans are provided, an Infrastructure Charges Notice will be issued accordingly.

Consultation (Internal/External)

Internal

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

Council's A/Principal Planner and Planning and Environment Manager have reviewed the Report and provided comments where necessary.

External

The application was referred to the Department of State Development, Infrastructure, Local Government and Planning as a Concurrence Agency under Schedule 10 of the *Planning Regulation 2017*. The Concurrence Agency response is attached to this Report for consideration.

The application was referred to Powerlink Queensland as an Advice Agency under Schedule 10 of the *Planning Regulation 2017*. The Advice Agency response is also attached for consideration.

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 development application for a Material Change of Use for Major Electricity Infrastructure (Battery Storage Facility) on land described as Lot 6 on DY532 and Easement Q on SP179326 and situated at 1039 Banana Bridge Road, Brigalow 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 of approval.

Attachments

1. Locality Plans
2. Proposal Plans
3. Referral Agency Responses

Authored by: D Bradley, PLANNING OFFICER DEVELOPMENT ASSESSMENT

Attachment 1 - Locality Plans

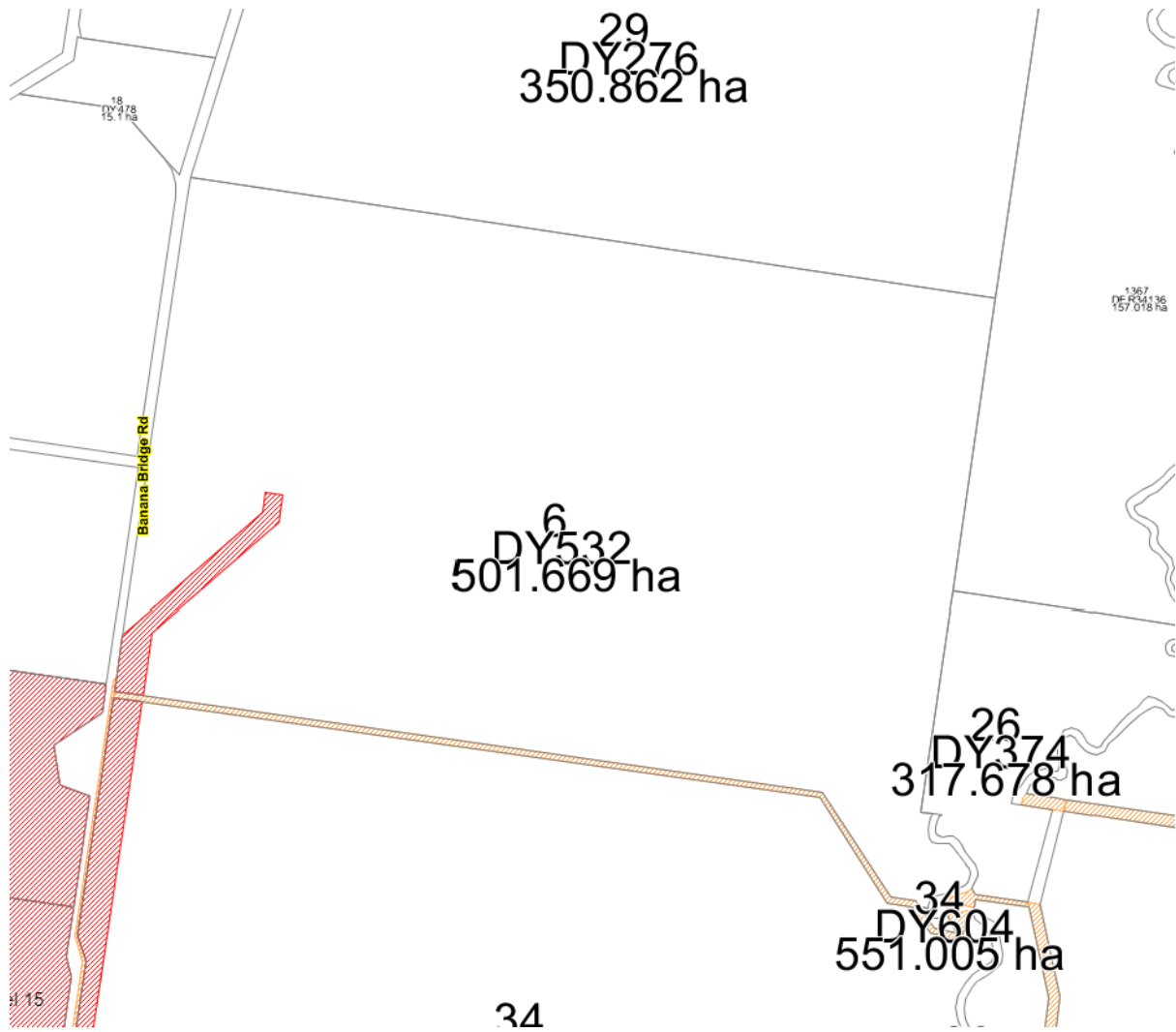
Aerial Map



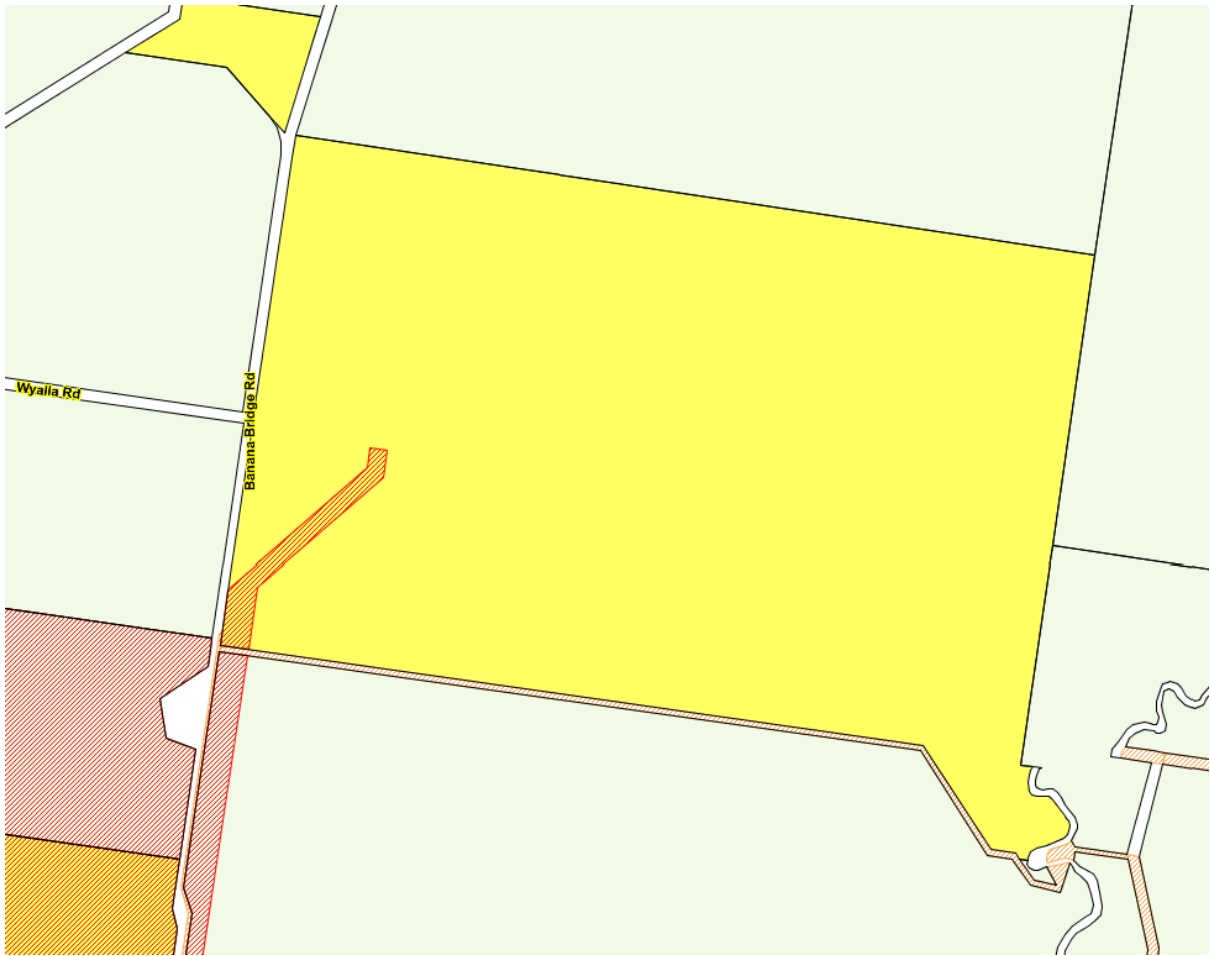
Zoomed in Aerial Map




Lot and Plan Map

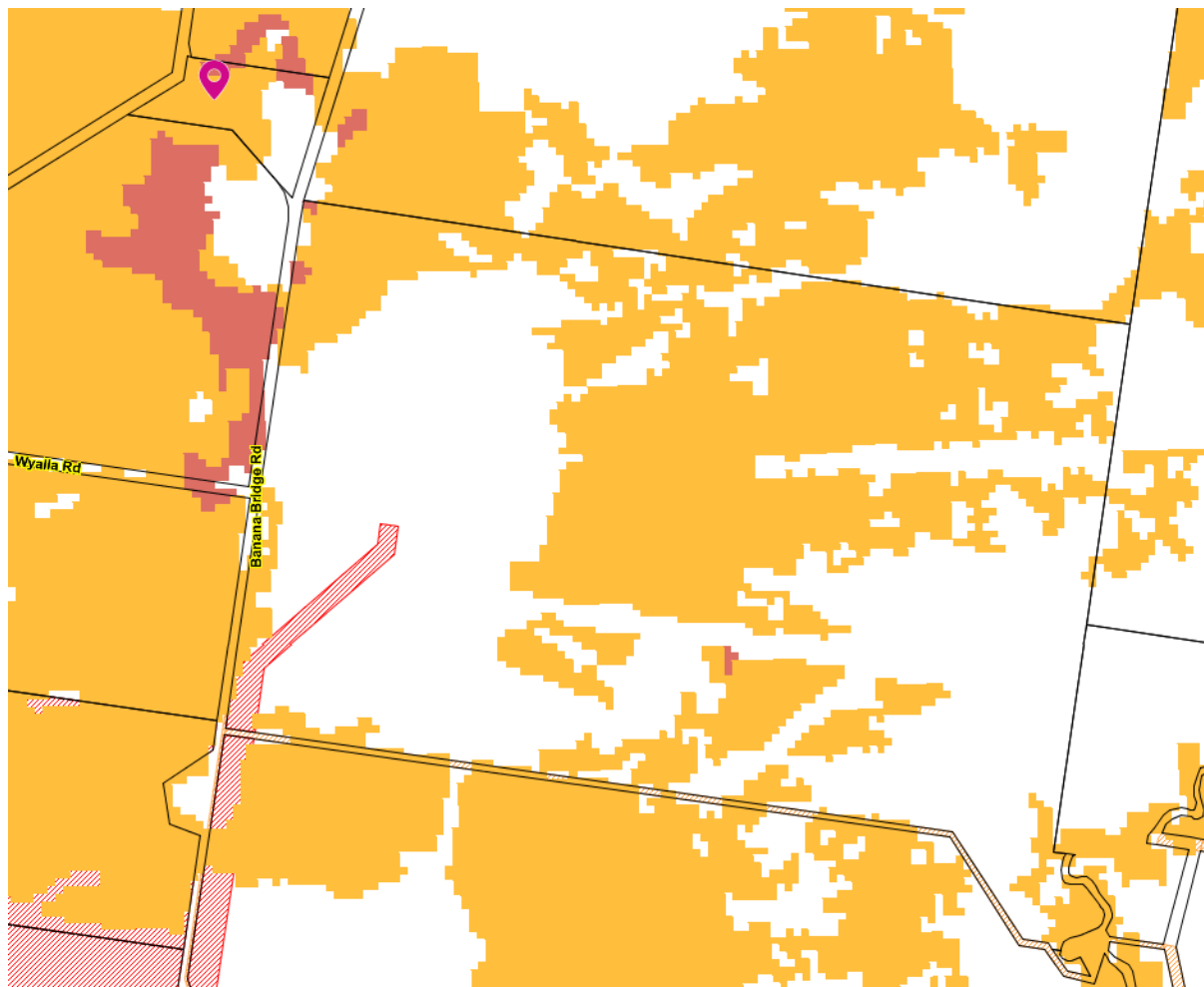


Zone Map





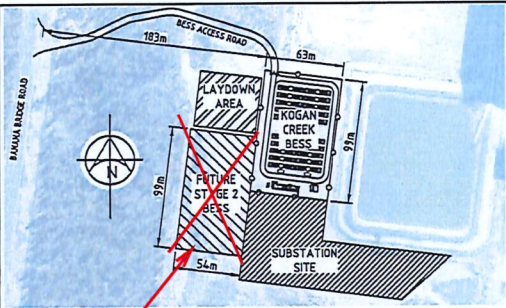
 Community Facilities Zone

Bushfire Hazard Overlay Code



Bushfire Risk

-  High Bushfire Hazard
-  Medium Bushfire Hazard



SITE LAYOUT
SCALE 1:2000

Not part of the approval



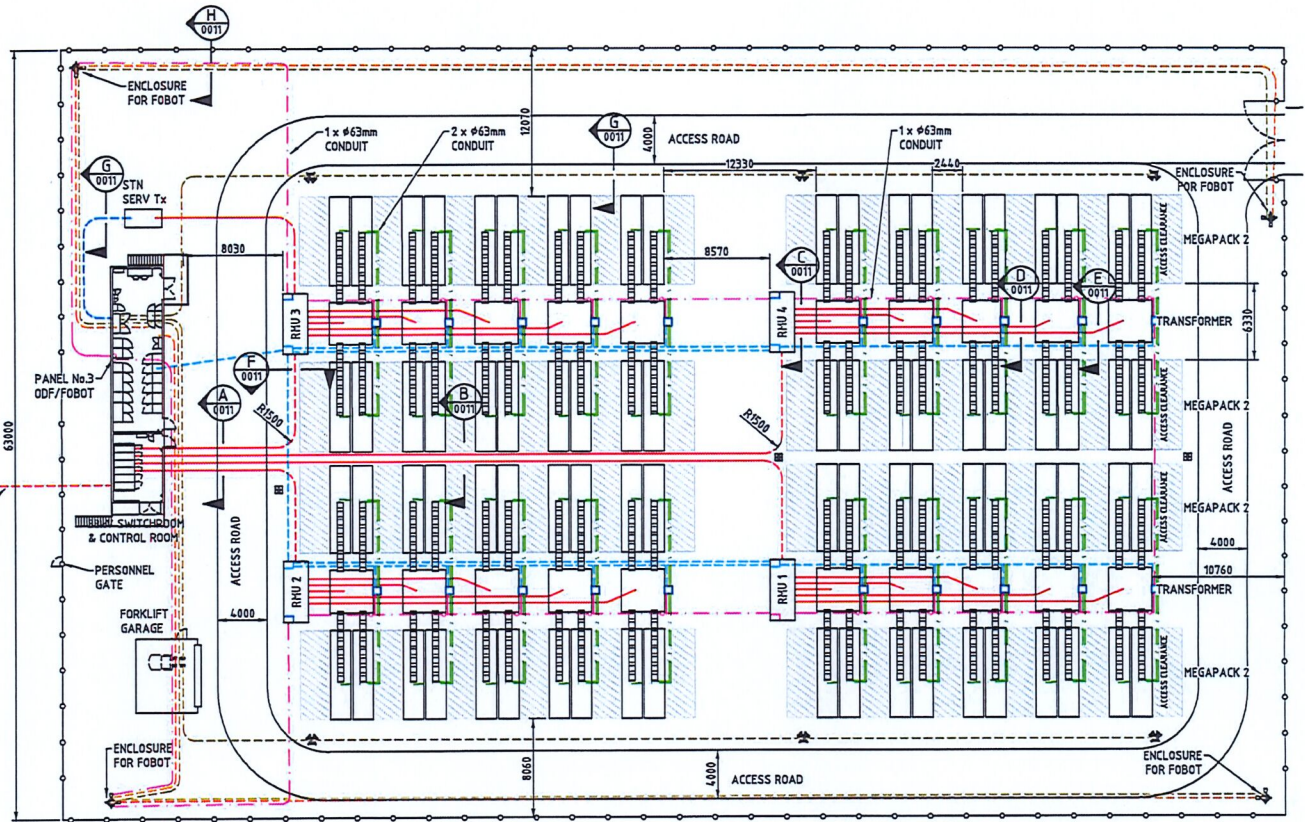
NOTES:

1. ALL DIMENSIONS IN MILLIMETRES UNLESS SHOWN OTHERWISE.

LEGEND:

- MV CABLES IN CONDUITS
- - - MV CABLES - DIRECT BURIED
- 415V CONDUIT
- - - 110VDC CONDUITS
- LIGHTING CONDUITS
- FIBRE CCTV CONDUITS
- ETHERNET CONDUITS - FIBRE
- ETHERNET CONDUITS - COPPER
- BUSDUCT
- LIGHT POLES
- SECURITY POLES
- LIGHTNING MAST

OUTGOING CABLES TO SUBSTATION (OUTSIDE OF BOP SCOPE)



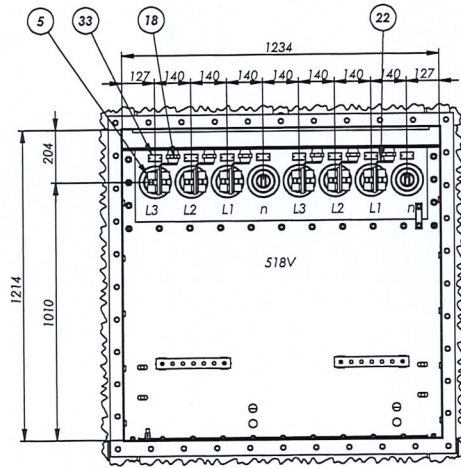
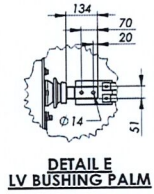
BATTERY FARM LAYOUT
SCALE 1:200

Amended in Red by Council on 1/2/22



ISSUED FOR TENDER

<p>DRAWING TO BE SCALED FROM A1 SHEET</p> <p>DRAWING TO BE PRINTED IN COLOUR</p> <p>PLEASE NOTE</p> <p>The information contained herein remains the property of Downer Utilities and is to be used only in conjunction with the performance of work for Downer Utilities. Reproduction in whole or part without written permission is expressly forbidden.</p>		<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td>REV</td> <td>NO.</td> <td>REVISION DESCRIPTION</td> <td>DRAWN BY</td> <td>CHECKED BY</td> <td>APPROVED BY</td> <td>DATE</td> </tr> <tr> <td>D</td> <td></td> <td>ISSUED FOR TENDER - BESS LOCATION MOVED NORTH</td> <td>IN</td> <td>LA</td> <td>HG</td> <td>18.11.2021</td> </tr> <tr> <td>C</td> <td></td> <td>ISSUED FOR TENDER - FOOTPRINT INCREASED</td> <td>IN</td> <td>LA</td> <td>HG</td> <td>20.10.2021</td> </tr> <tr> <td>D</td> <td></td> <td>ISSUED FOR TENDER - CABLE ROUTES AMENDED</td> <td>IN</td> <td>LA</td> <td>HG</td> <td>15.09.2021</td> </tr> <tr> <td>A</td> <td></td> <td>ISSUED FOR TENDER</td> <td>IN</td> <td>AS</td> <td>HG</td> <td>29.06.2021</td> </tr> </table>	REV	NO.	REVISION DESCRIPTION	DRAWN BY	CHECKED BY	APPROVED BY	DATE	D		ISSUED FOR TENDER - BESS LOCATION MOVED NORTH	IN	LA	HG	18.11.2021	C		ISSUED FOR TENDER - FOOTPRINT INCREASED	IN	LA	HG	20.10.2021	D		ISSUED FOR TENDER - CABLE ROUTES AMENDED	IN	LA	HG	15.09.2021	A		ISSUED FOR TENDER	IN	AS	HG	29.06.2021	<p>Relationships creating success</p>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td>CLIENT:</td> <td>TESLA</td> <td>PROJECT NUMBER:</td> <td></td> <td>PROJECT NAME:</td> <td>KOGAN CREEK BESS BATTERY STORAGE SYSTEM</td> </tr> <tr> <td>DRAWN BY:</td> <td>LWIRIGLESWORTH</td> <td>DATE:</td> <td>29.06.2021</td> <td>DESIGNED BY:</td> <td>DATE:</td> <td>29.06.2021</td> </tr> <tr> <td>DRG. CHECKED BY:</td> <td>MCASTANEDA</td> <td>DATE:</td> <td>29.06.2021</td> <td>DES. CHECKED BY:</td> <td>DATE:</td> <td>29.06.2021</td> </tr> <tr> <td>CAD FILE No:</td> <td>KCBP-EP-LAY-80-00-0010.dwg</td> <td>APPROVED:</td> <td>H.GEORGHARAU</td> <td>DATE:</td> <td>29.06.2021</td> <td>SCALE:</td> <td>AS SHOWN</td> </tr> </table>	CLIENT:	TESLA	PROJECT NUMBER:		PROJECT NAME:	KOGAN CREEK BESS BATTERY STORAGE SYSTEM	DRAWN BY:	LWIRIGLESWORTH	DATE:	29.06.2021	DESIGNED BY:	DATE:	29.06.2021	DRG. CHECKED BY:	MCASTANEDA	DATE:	29.06.2021	DES. CHECKED BY:	DATE:	29.06.2021	CAD FILE No:	KCBP-EP-LAY-80-00-0010.dwg	APPROVED:	H.GEORGHARAU	DATE:	29.06.2021	SCALE:	AS SHOWN	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td>TITLE:</td> <td>KOGAN CREEK BESS BATTERY FARM LAYOUT</td> <td>SHEET SIZE:</td> <td>A1</td> </tr> <tr> <td>DRAWING No:</td> <td>KCBP-EP-LAY-80-00-0010</td> <td>REVISION:</td> <td>C</td> </tr> </table>	TITLE:	KOGAN CREEK BESS BATTERY FARM LAYOUT	SHEET SIZE:	A1	DRAWING No:	KCBP-EP-LAY-80-00-0010	REVISION:	C
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Front-door removed looking into the Megapack AC connection point:

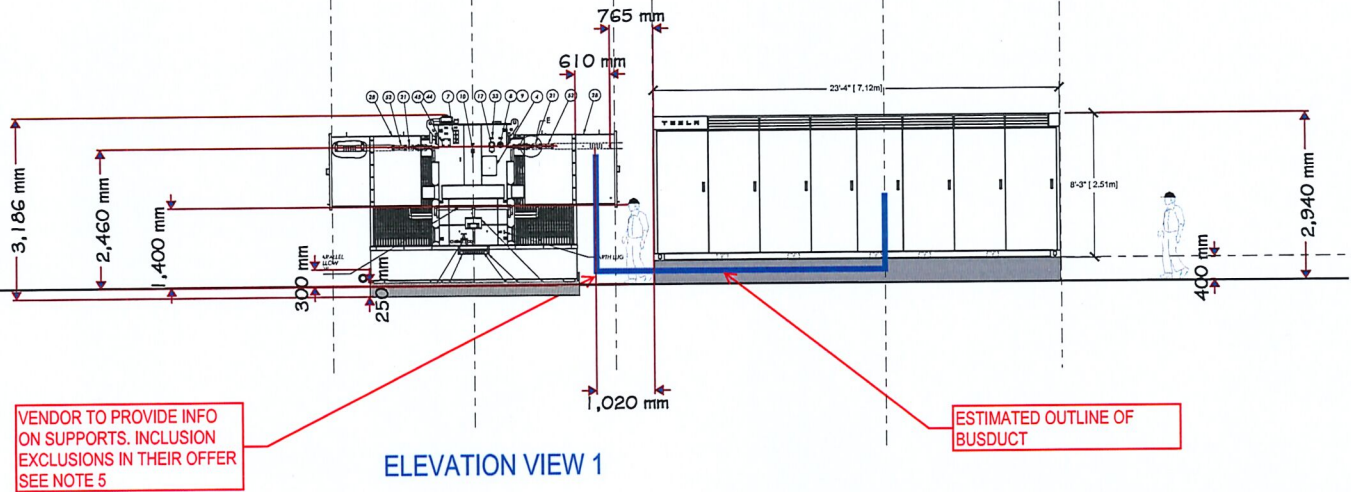
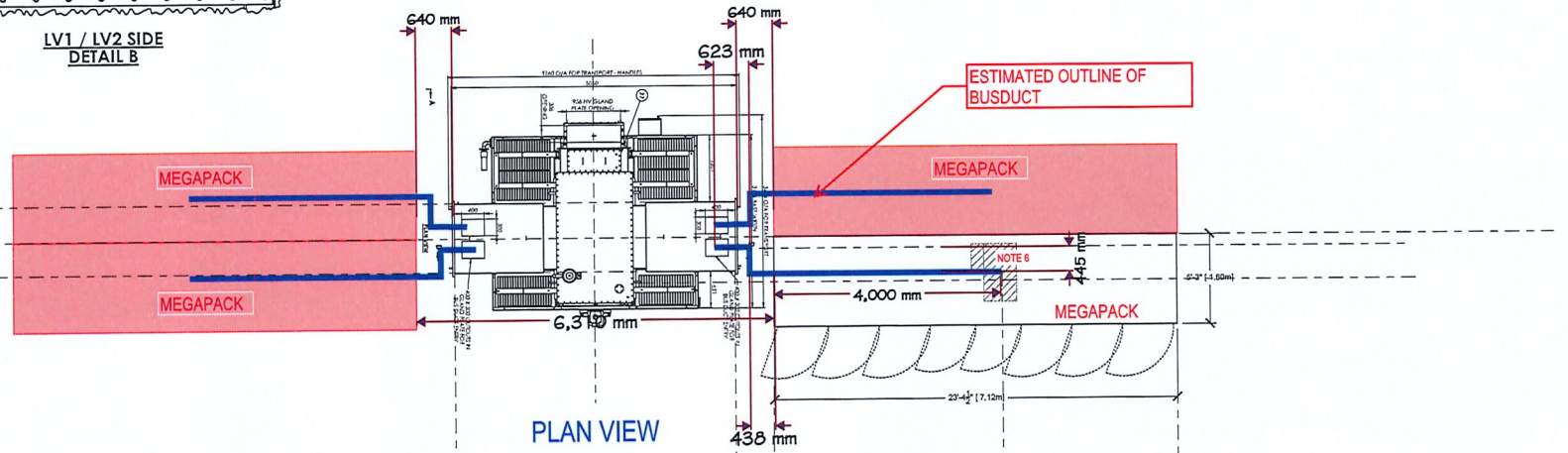


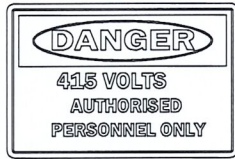
MEGAPACK INCOMER 480VAC BUSBAR DETAIL (NOTE 6)

NOTE:

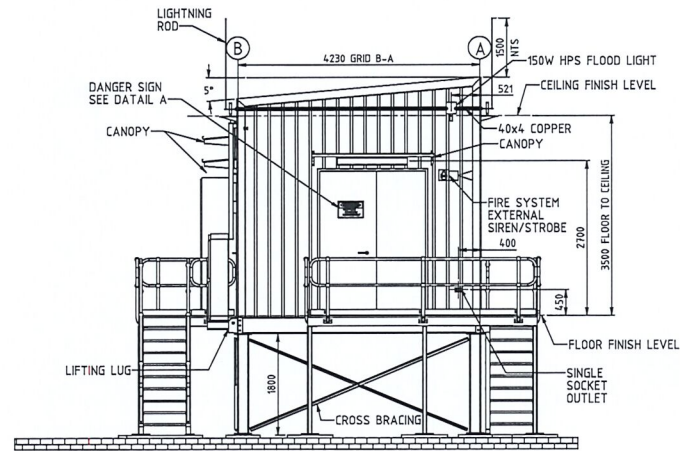
1. DIMENSIONS SHOWN HERE ARE ESTIMATES ONLY FOR TENDERING PURPOSES. SOME DIMENSIONS HAVE BEEN ROUNDED OFF TO NEAREST 10. DO NOT SCALE.
2. SLAB HEIGHT ARE INDICATIVE AND NOT FINAL.
3. BUND DIMENSIONS ARE INDICATIVE AND NOT FINAL.
4. VENDOR TO PROVIDE INFO ON BUS DUCT SUPPORTS INCLUSION EXCLUSIONS IN THEIR OFFER.
5. REFER TO DETAIL ON TRANSFORMER LV BUSHING PHASE ARRANGEMENT.
6. BUSBAR PHASE ARRANGEMENT INSIDE MEGAPACK IS NOT AVAILABLE. ONLY BUSBAR PHYSICAL ARRANGEMENT SHOWN IN DETAIL.
7. FOR FINAL CONNECTION TO BUSBAR/BUSHING FLEXIBLE CONNECTORS ARE PREFERRED.

ELEVATION VIEW 2

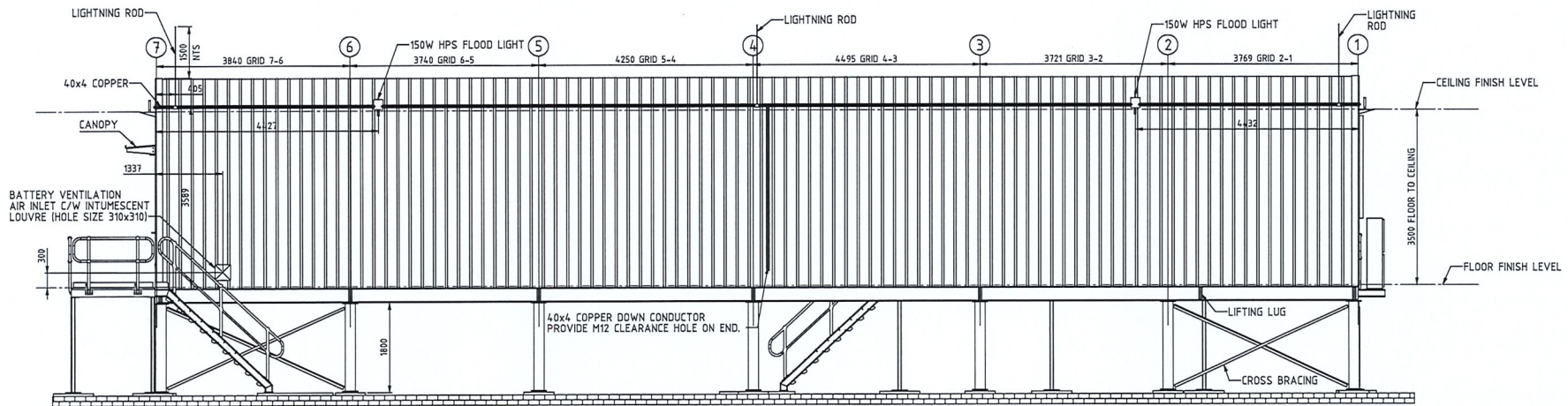




DETAIL A
SCALE 1:5



1 EXTERNAL ELEVATION K
SCALE 1:45



1 EXTERNAL ELEVATION J
SCALE 1:45

GENERAL NOTES:

1. ALL DIMENSIONS ARE IN MILLIMETRES UNO.
2. CEILING HEIGHT TO BE 3500mm.
3. FOR GENERAL NOTES REFER TO DRAWING S0101-000.

Building Elevations - For Tender Use Only



SARA reference: 2112-26377 SRA
 Council reference: 030.2021.911.001

24 January 2022

Chief Executive Officer
 Western Downs Regional Council
 PO Box 551
 DALBY QLD 4405
 info@wdrc.qld.gov.au

Attention: Dominic Bradley

Dear Mr Bradley

SARA response—1039 Banana Bridge Road, Brigalow

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

The development application described below was confirmed as properly referred by the State Assessment and Referral Agency (SARA) on 9 December 2021.

Response

Outcome:	Referral agency response - No requirements Under section 56(1)(a) of the <i>Planning Act 2016</i> , SARA advises it has no requirements relating to the application
Date of response:	24 January 2022
Advice:	Advice to the applicant is in Attachment 1
Reasons:	The reasons for the referral agency response are in Attachment 2

Development details

Description:	Development Permit	Material Change of Use for Major Electrical Infrastructure (Battery Energy Storage System)
SARA role:	Referral agency	
SARA trigger:	Schedule 10, Part 9, Division 1, Table 1, Item 1 (10.9.1.1.1)— Development on premises that are the subject of a Ministerial designation (Planning Regulation 2017)	
SARA reference:	2112-26377 SRA	

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

Assessment manager: Western Downs Regional Council
Street address: 1039 Banana Bridge Road, Brigalow
Real property description: Lot 6 on DY532
Applicant name: CS Energy Ltd
C/- Reel Planning Pty Ltd
Applicant contact details: PO Box 2088
MILTON QLD 4064
kieran@reelplanning.com

Representations

An applicant may make representations to a concurrence agency, at any time before the application is decided, about changing a matter in the referral agency response (s. 30 *Development Assessment Rules*). Copies of the relevant provisions are in **Attachment 3**.

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

For further information please contact Lydia Summers, Senior Planning Officer, on 07 5644 3217 or via email ToowoombaSARA@dasilgp.qld.gov.au who will be pleased to assist.

Yours sincerely



Javier Samanes
Acting Manager (Planning)

cc CS Energy Ltd C/- Reel Planning Pty Ltd, kieran@reelplanning.com
enc Attachment 1 - Advice to the applicant
Attachment 2 - Reasons for referral agency response
Attachment 3 - Representations about a referral agency response provisions

Attachment 1—Advice to the applicant

General advice	
1.	Terms and phrases used in this document are defined in the <i>Planning Act 2016</i> or its regulation. If a word remains undefined it has its ordinary meaning.

- | | |
|----|---|
| 1. | Terms and phrases used in this document are defined in the <i>Planning Act 2016</i> or its regulation. If a word remains undefined it has its ordinary meaning. |
|----|---|

Attachment 2—Reasons for referral agency response

(Given under section 56(7) of the *Planning Act 2016*)

The reasons for SARA's decision are:

The proposed development complies with the matters that SARA's assessment must have regard to, in this case the particulars of Infrastructure Designation 250, granted for operating works under the *Electricity Act 1994*, specifically for the Kogan Creek to Baemar 275 kilovolt (kV) transmission line project.

Material used in the assessment of the application:

- the development application material and submitted plans
- *Planning Act 2016*
- Planning Regulation 2017
- Infrastructure Designation 250
- the *Development Assessment Rules*
- SARA DA Mapping system
- *Human Rights Act 2019*.

Attachment 3— Representations about a referral agency response provisions

(page left intentionally blank)

Development Assessment Rules—Representations about a referral agency response

The following provisions are those set out in sections 28 and 30 of the Development Assessment Rules¹ regarding representations about a referral agency response

Part 6: Changes to the application and referral agency responses

28 Concurrence agency changes its response or gives a late response

- 28.1. Despite part 2, a concurrence agency may, after its referral agency assessment period and any further period agreed ends, change its referral agency response or give a late referral agency response before the application is decided, subject to section 28.2 and 28.3.
- 28.2. A concurrence agency may change its referral agency response at any time before the application is decided if—
- (a) the change is in response to a change which the assessment manager is satisfied is a change under section 26.1; or
 - (b) the Minister has given the concurrence agency a direction under section 99 of the Act; or
 - (c) the applicant has given written agreement to the change to the referral agency response.²
- 28.3. A concurrence agency may give a late referral agency response before the application is decided, if the applicant has given written agreement to the late referral agency response.
- 28.4. If a concurrence agency proposes to change its referral agency response under section 28.2(a), the concurrence agency must—
- (a) give notice of its intention to change its referral agency response to the assessment manager and a copy to the applicant within 5 days of receiving notice of the change under section 25.1; and
 - (b) the concurrence agency has 10 days from the day of giving notice under paragraph (a), or a further period agreed between the applicant and the concurrence agency, to give an amended referral agency response to the assessment manager and a copy to the applicant.

¹ Pursuant to Section 68 of the *Planning Act 2016*

² In the instance an applicant has made representations to the concurrence agency under section 30, and the concurrence agency agrees to make the change included in the representations, section 28.2(c) is taken to have been satisfied.

Part 7: Miscellaneous

30 Representations about a referral agency response

30.1. An applicant may make representations to a concurrence agency at any time before the application is decided, about changing a matter in the referral agency response.³

³ An applicant may elect, under section 32, to stop the assessment manager's decision period in which to take this action. If a concurrence agency wishes to amend their response in relation to representations made under this section, they must do so in accordance with section 28.



23 December 2021

Our Ref: DA4519
(MSLink4717)

CS Energy Ltd
C/- Reel Planning Pty Ltd
PO Box 2088
MILTON QLD 4064

Western Downs Regional Council
PO Box 551
DALBY QLD 4405

Attention: Kieran Ryan
Email: kieran@reelplanning.com

Attention: Dominic Bradley
Email: dominic.bradley@wdrc.qld.gov.au
Application: 030.2021.911.001

Dear Mr Ryan,

Referral Agency Response (Advice)

(Given under section 9.2 of the Development Assessment Rules)

Transmission Infrastructure Impacted	
Transmission Corridor	Kogan Creek Substation Kogan Creek PS – Braemar 2 (275kV) Transmission Line
Easement ID	Easement Q on SP179326 Dealing No. 709299156
Location Details	
Street address	1039 Banana Bridge Road Brigalow
Real property description	Lot 6 on DY532
Local government area	Western Downs Regional Council
Application Details	
Proposed development:	Material Change of Use Major Electricity Infrastructure (Battery Energy Storage System)
Approval sought	Development Permit

We refer to the above referenced development application which has been referred to Powerlink Queensland in accordance with Section 54 of the *Planning Act 2016*.

In accordance with its jurisdiction under Schedule 10 Part 9 Division 2 of the *Planning Regulation 2017*, Powerlink Queensland is a **Referral Agency (Advice)** for the above development application.

Specifically, the application has been triggered for assessment by Powerlink Queensland because:

1. For **material change of use** – all of part of the premises are within 100m of a transmission substation site (Table 2 1a)
2. For **material change of use** – all or part of the premises are subject to a transmission entity easement which is part of the transmission supply network (Table 2 1b)

PLANS AND REPORTS ASSESSED

The following plans and reports have been reviewed by Powerlink Queensland and form the basis of our assessment. Any variation to these plans and reports may require amendment of our advice.

33 Harold Street, Virginia
PO Box 1193, Virginia, Queensland 4014, Australia
Telephone: (07) 3860 2111 Facsimile: (07) 3860 2100
www.powerlink.com.au

Table 1: Plans and Reports upon which the assessment is based

Drawing / Report Title	Prepared by	Dated	Reference No.	Version / Issue
Kogan Creek BESS Battery Farm Layout	Downer	29/06/2021	KCBP-EP-LAY-80-00-0010	C

Powerlink Queensland, acting as a Referral Agency (Advice) under the Planning Regulation 2017 provides its response to the application as attached (**Attachment 1**).

Please treat this response as a properly made submission for the purposes of Powerlink being an eligible advice agency in accordance with the *Planning Act 2016*.

For further information please contact our Property Services Team via email property@powerlink.com.au who will be pleased to assist.

Yours sincerely



for: Brandon Kingwill

MANAGER PROPERTY

ATTACHMENT 1 – REFERRAL AGENCY (ADVICE) RESPONSE

Powerlink Queensland **supports** this application subject to the inclusion of the following conditions in the Assessment Manager's Decision Notice.

No.	Condition	Timing	Reason
1	The development must be carried out generally in accordance with the reviewed plans detailed in Table 1.	At all times.	To ensure that the development is carried out generally in accordance with the plans of development submitted with the application.
2	The statutory clearances set out in the <i>Electrical Safety Regulation 2013</i> must be maintained during construction and operation. No encroachment within the statutory clearances is permitted.	At all times.	To ensure that the purpose of the <i>Electrical Safety Act 2002</i> is achieved and electrical safety requirements are met.
3	Compliance with the terms and conditions of the easement dealing no. shown in the heading of this letter.	At all times.	To ensure that the existing rights contained in the registered easement dealings are maintained.
4	Compliance with the generic requirements in respect to proposed works in the vicinity of Powerlink Queensland infrastructure as detailed in the enclosed Annexure "A".	At all times.	To ensure that the purpose of the <i>Electrical Safety Act 2002</i> is achieved and electrical safety requirements are met. To ensure the integrity of the easement is maintained.

Advice to Council and the Applicant

- Should any doubt exist in maintaining the prescribed clearance to electrical infrastructure the applicant is obliged under the *Electrical Safety Act 2002* to seek advice from Powerlink.
- Powerlink and CS Energy Pty Ltd are currently negotiating network connection of the proposed facility to the transmission grid. This correspondence does not constitute approval for connection which remains the subject of ongoing technical assessment and commercial negotiations. The exact location of connecting infrastructure is also part of ongoing negotiations. As a result we wish to advise council that the location of any infrastructure is likely to change, and as such its location should not form part of the approval.
- This response does not constitute an approval to commence any works within the easement. Prior written approval is required from Powerlink Queensland before any work is undertaken within the easement areas. All works on easement (including but not limited to earthworks, drainage and detention basins; road construction; underground and overhead service installation) require detailed submissions, assessments and consent (or otherwise) by Powerlink.
- In order for Powerlink to maintain and operate a safe and reliable supply of electricity, we require unrestricted 24-hour access to our corridors and infrastructure.

We will require practical access (typically by 4WD vehicle – but to standard no less than existing) to the Powerlink structures.

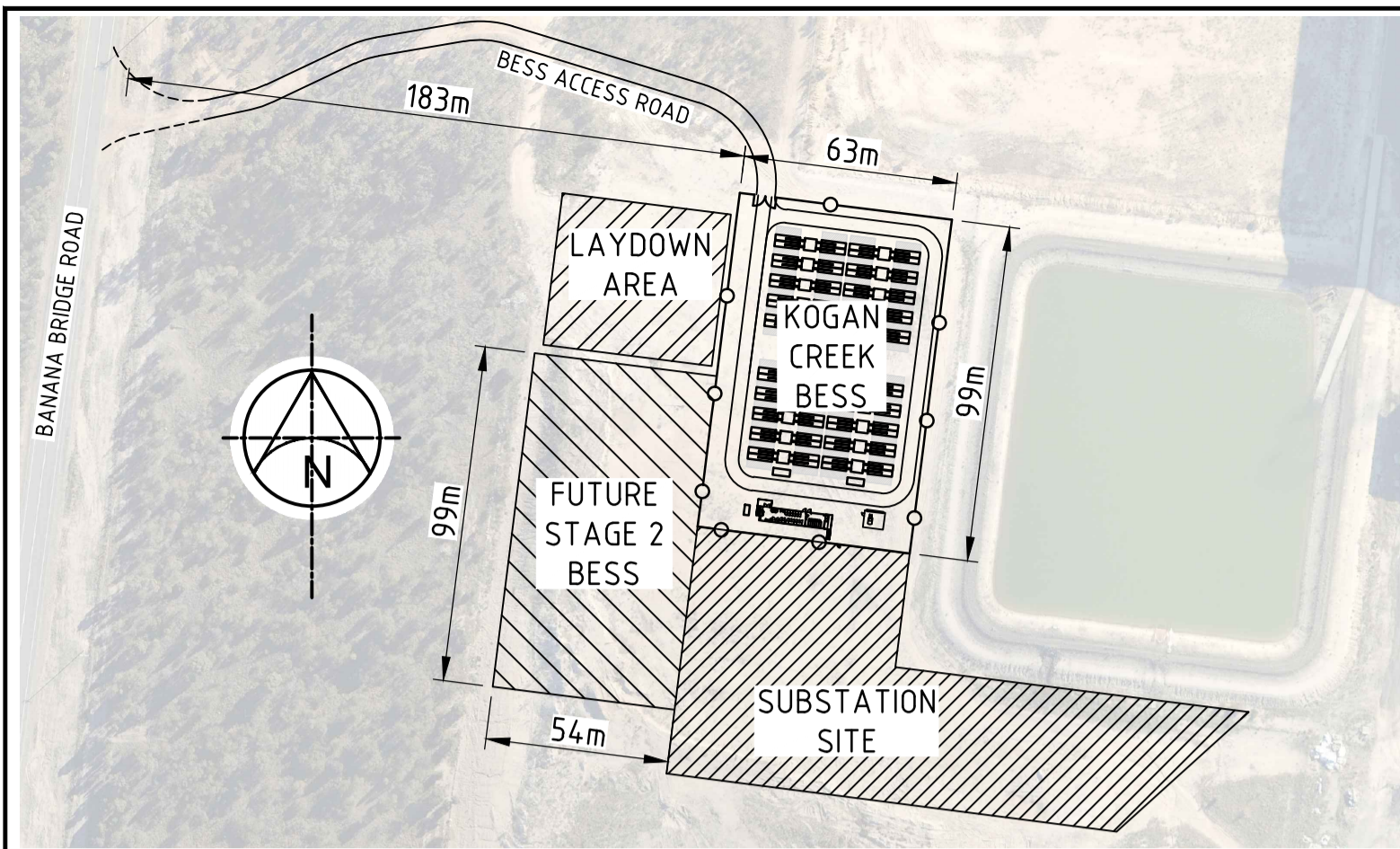
If it is envisaged that there will be any interference or alteration to our current access arrangements prior, during or after the completion of your works, we require that the applicant contacts our Senior Easement Officer (Mr Ehren Wittmer – ph 0418 233 916) to formalise unrestricted 24-hour access arrangements.

5. Compliance with the Electrical Safety Act 2002 including any Code of Practice under the Act and the Electrical Safety Regulation 2013 including any safety exclusion zones defined in the Regulation.

In respect of this application, the exclusion zone for untrained persons and for operating plant operated by untrained persons is **six (6) metres** from the **275,000-volt** wires and exposed electrical parts.

Should any doubt exist in maintaining the prescribed clearance to the conductors and electrical infrastructure, then the applicant is obliged under the Act to seek advice from Powerlink.

ATTACHMENT 2 – ASSESSED PLANS



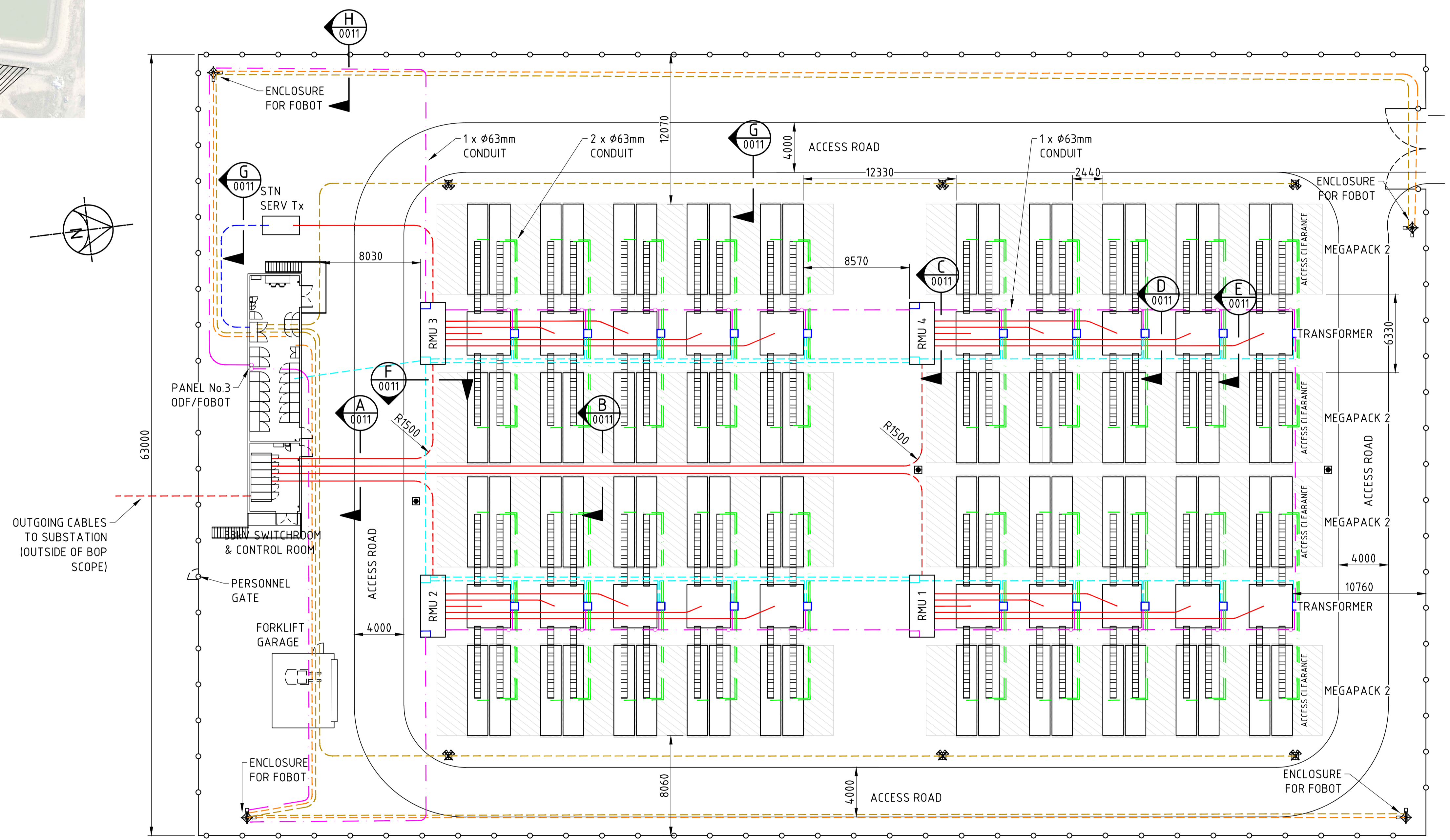
SITE LAYOUT
SCALE 1:2000

NOTES:

1. ALL DIMENSIONS IN MILLIMETRES UNLESS SHOWN OTHERWISE.

LEGEND:

- MV CABLES IN CONDUITS
- - - MV CABLES - DIRECT BURIED
- - - 415V CONDUIT
- - - 110VDC CONDUITS
- - - LIGHTING CONDUITS
- - - FIBRE CCTV CONDUITS
- - - ETHERNET CONDUITS - FIBRE
- - - ETHERNET CONDUITS - COPPER
- BUSDUCT
- LIGHT POLES
- SECURITY POLES
- LIGHTNING MAST



BATTERY FARM LAYOUT
SCALE 1:200



ISSUED FOR TENDER

DRAWING TO BE SCALED FROM A1 SHEET
DRAWING TO BE PRINTED IN COLOUR
PLEASE NOTE
The information contained herein remains the property of Downer Utilities and is to be used only in conjunction with the performance of work for Downer Utilities. Reproduction in whole or part without written permission is expressly forbidden.

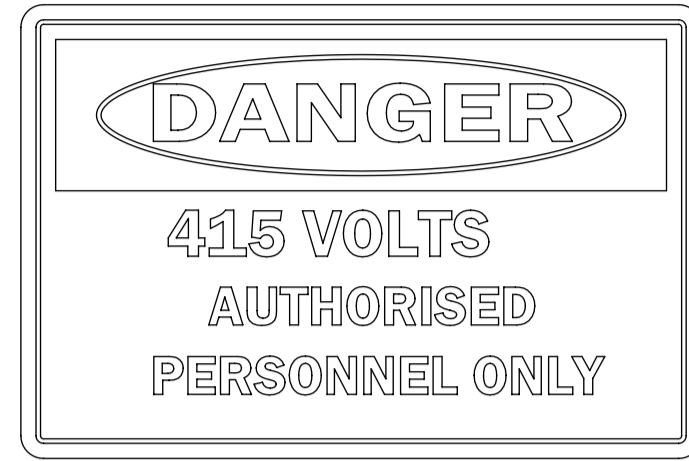


REV No	REVISION DESCRIPTION	DRAWN BY	CHECKED BY	APPR'D BY	DATE
D	ISSUED FOR TENDER - BESS LOCATION MOVED NORTH	IW	LA	HG	18.11.2021
C	ISSUED FOR TENDER - FOOTPRINT INCREASED	IW	LA	HG	20.10.2021
B	ISSUED FOR TENDER - CABLE ROUTES AMENDED	IW	LA	HG	15.09.2021
A	ISSUED FOR TENDER	IW	AS	HG	29.06.2021

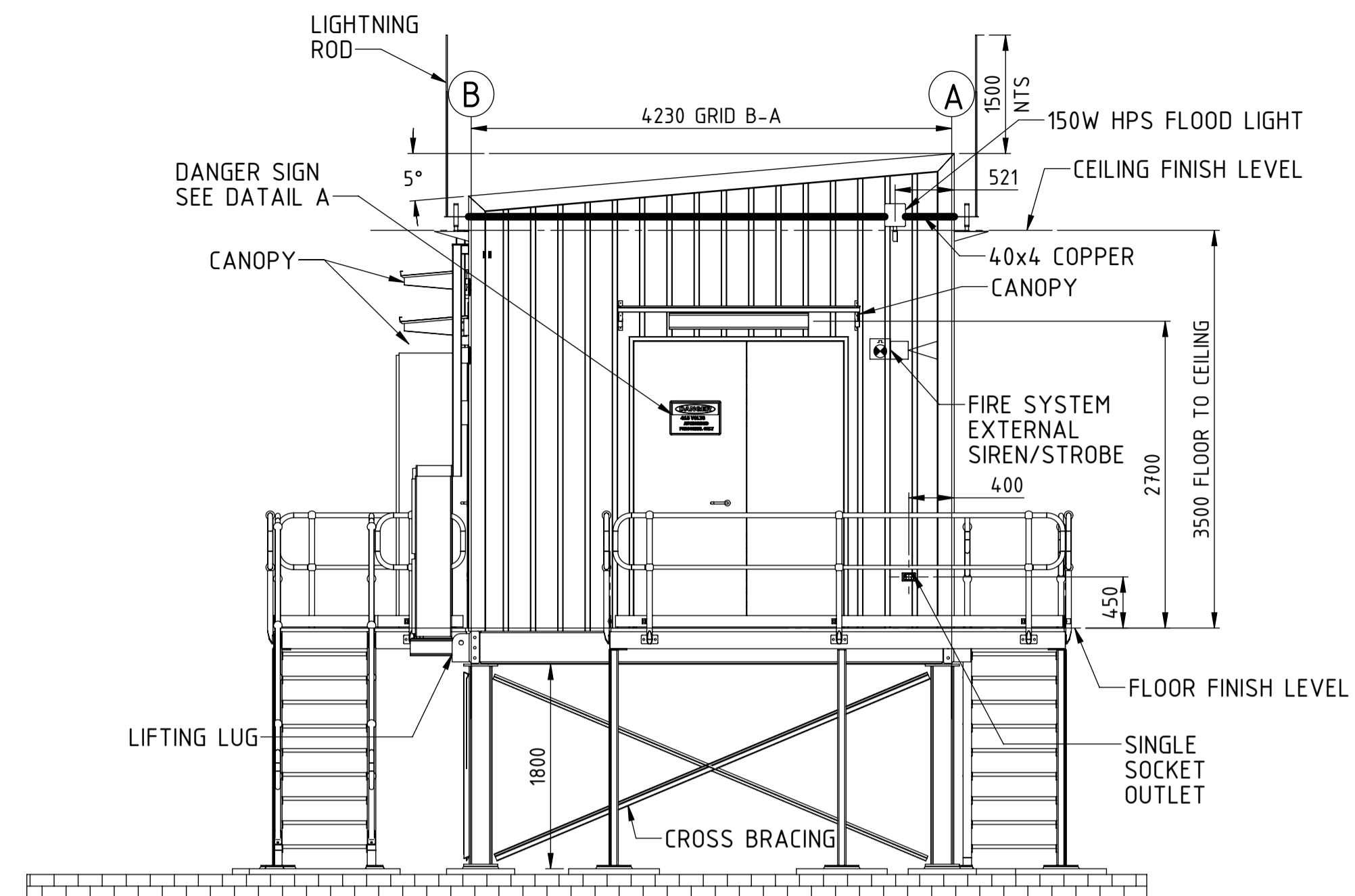


CLIENT: TESLA	PROJECT NUMBER:	PROJECT NAME: KOGAN CREEK BATTERY STORAGE SYSTEM	SHEET SIZE: A1
DRAWN BY: I. WRIGGLESWORTH	DATE: 29.06.2021	DESIGNED BY:	
DRG. CHECKED BY: M. CASTANEDA	DATE: 29.06.2021	DES. CHECKED BY:	DATE: 29.06.2021
CAD FILE No: KCBP-EP-LAY-80-00-0010.dwg	APPROVED: H. GEBREMARIAM	DATE: 29.06.2021	REVISION: C
SCALE: AS SHOWN		DRAWING No: KCBP-EP-LAY-80-00-0010	

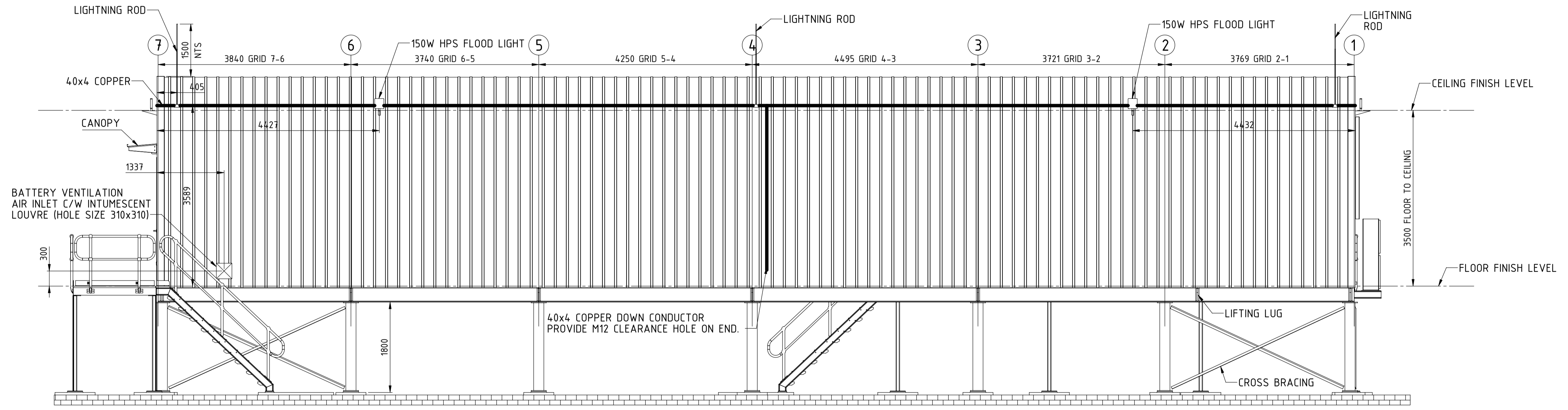
FILE: C:\Users\ian.wrigglesworth\OneDrive - Downer\Documents\Energy\BESS\Drawings\KCBP-EP-LAY-80-00-0010.dwg



DETAIL A
SCALE 1:5



1 EXTERNAL ELEVATION K
SCALE 1:45



1 EXTERNAL ELEVATION J
SCALE 1:45

GENERAL NOTES:

1. ALL DIMENSIONS ARE IN MILLIMETRES UNO.
2. CEILING HEIGHT TO BE 3500mm.
3. FOR GENERAL NOTES REFER TO DRAWING S0101-000.

Building Elevations - For Tender Use Only

ANNEXURE A – GENERIC REQUIREMENTS

The conditions contained in this Annexure have been compiled to assist persons (the applicant) intending to undertake work within the vicinity of high-voltage electrical installations and infrastructure owned or operated by Powerlink. The conditions are supplementary to the provisions of the Electrical Safety Act 2002, Electrical Safety Regulation 2013 and the Terms and Conditions of Registered Easements and other forms of Occupational Agreements hereinafter collectively referred to as the “Easement”. Where any inconsistency exists between this Annexure and the Easement, the Easement shall take precedence.

1. POWERLINK INFRASTRUCTURE

You may not do any act or thing which jeopardises the foundations, ground anchorages, supports, towers or poles, including (without limitation) inundate or place, excavate or remove any soil, sand or gravel within a distance of twenty (20) metres surrounding the base of any tower, pole, foundation, ground anchorage or support.

2. STRUCTURES

No structures should be placed within twenty (20) metres of any part of a tower or structure foundation or within 5m of the conductor shadow area. Any structures on the easement require prior written consent from Powerlink.

3. EXCLUSION ZONES

Exclusion zones for operating plant are defined in Schedule 2 of the Electrical Safety Regulation 2013 for Untrained Persons. All Powerlink infrastructure should be regarded as “electrically live” and therefore potentially dangerous at all times.

In particular your attention is drawn to Schedule 2 of the Electrical Safety Regulation 2013 which defines exclusion zones for untrained persons in charge of operating plant or equipment in the vicinity of electrical facilities. If any doubt exists in meeting the prescribed clearance distances from the conductors, the applicant is obliged under this Act to seek advice from Powerlink.

4. ACCESS AND EGRESS

Powerlink shall at all times retain the right to unobstructed access to and egress from its infrastructure. Typically, access shall be by 4WD vehicle.

5. APPROVALS (ADDITIONAL)

Powerlink's consent to the proposal does not relieve the applicant from obtaining statutory, landowner or shire/local authority approvals.

6. MACHINERY

All mechanical equipment proposed for use within the easement must not infringe the exclusion zones prescribed in Schedule 2 of the Electrical Safety Regulation 2013. All operators of machinery, plant or equipment within the easement must be made aware of the presence of live high-voltage overhead wires. It is recommended that all persons entering the Easement be advised of the presence of the conductors as part of on site workplace safety inductions. The use of warning signs is also recommended.

ANNEXURE A – GENERIC REQUIREMENTS

7. EASEMENTS

All terms and conditions of the easement are to be observed. Note that the easement takes precedence over all subsequent registered easement documents. Copies of the easement together with the plan of the Easement can be purchased from the Department of Environment & Resource Management.

8. EXPENDITURE AND COST RECOVERY

Should Powerlink incur costs as a result of the applicant's proposal, all costs shall be recovered from the applicant.

Where Powerlink expects such costs to be in excess of \$10 000.00, advanced payments may be requested.

9. EXPLOSIVES

Blasting within the vicinity (500 metres) of Powerlink infrastructure must comply with AS 2187. Proposed blasting within 100 metres of Powerlink infrastructure must be referred to Powerlink for a detailed assessment.

10. BURNING OFF OR THE LIGHTING OF FIRES

We strongly recommend that fires not be lit or permitted to burn within the transmission line corridor and in the vicinity of any electrical infrastructure placed on the land. Due to safety risks Powerlink's written approval should be sought.

11. GROUND LEVEL VARIATIONS

Overhead Conductors

Changes in ground level must not reduce statutory ground to conductor clearance distances as prescribed by the Electrical Safety Act 2002 and the Electrical Safety Regulation 2013.

Underground Cables

Any change to the ground level above installed underground cable is not permitted without express written agreement of Powerlink.

12. VEGETATION

Vegetation planted within an easement must not exceed 3.5 metres in height when fully matured. Powerlink reserves the right to remove vegetation to ensure the safe operation of the transmission line and, where necessary, to maintain access to infrastructure.

13. INDEMNITY

Any use of the Easement by the applicant in a way which is not permitted under the easement and which is not strictly in accordance with Powerlink's prior written approval is an unauthorised use. Powerlink is not liable for personal injury or death or for property loss or damage resulting from unauthorized use. If other parties make damage claims against Powerlink as a result of unauthorized use then Powerlink reserves the right to recover those damages from the applicant.

ANNEXURE A – GENERIC REQUIREMENTS

14. INTERFERENCE

The applicant's attention is drawn to s.230 of the Electricity Act 1994 (the "Act"), which provides that a person must not wilfully, and unlawfully interfere with an electricity entity's works. "Works" are defined in s.12 (1) of the Act. The maximum penalty for breach of s.230 of the Act is a fine equal to 40 penalty units or up to 6 months imprisonment.

15. REMEDIAL ACTION

Should remedial action be necessary by Powerlink as a result of the proposal, the applicant will be liable for all costs incurred.

16. OWNERS USE OF LAND

The owner may use the easement land for any lawful purpose consistent with the terms of the registered easement; the conditions contained herein, the Electrical Safety Act 2002 and the Electrical Safety Regulation 2013.

17. ELECTRIC AND MAGNETIC FIELDS

Electric and Magnetic Fields (EMF) occur everywhere electricity is used (e.g. in homes and offices) as well as where electricity is transported (electricity networks).

Powerlink recognises that there is community interest about Electric and Magnetic Fields. We rely on expert advice on this matter from recognised health authorities in Australia and around the world. In Australia, the Federal Government agency charged with responsibility for regulation of EMFs is the Australian Radiation Protection and Nuclear Safety Agency (ARPANSA). ARPANSA's *Fact Sheet – Magnetic and Electric Fields from Power Lines*, concludes:

"On balance, the scientific evidence does not indicate that exposure to 50Hz EMF's found around the home, the office or near powerlines is a hazard to human health."

Whilst there is no scientifically proven causal link between EMF and human health, Powerlink nevertheless follows an approach of "*prudent avoidance*" in the design and siting of new powerlines. This includes seeking to locate new powerline easements away from houses, schools and other buildings, where it is practical to do so and the added cost is modest.

The level of EMF decreases rapidly with distance from the source. EMF readings at the edge of a typical Powerlink easement are generally similar to those encountered by people in their daily activities at home or at work. And in the case of most Powerlink lines, at about 100 metres from the line, the EMF level is so small that it cannot be measured.

Powerlink is a member of the ENA's EMF Committee that monitors and compiles up-to-date information about EMF on behalf of all electricity network businesses in Australia. This includes subscribing to an international monitoring service that keeps the industry informed about any new developments regarding EMF such as new research studies, literature and research reviews, publications, and conferences.

We encourage community members with an interest in EMF to visit ARPANSA's website: www.arpansa.gov.au Information on EMF is also available on the ENA's website: www.ena.asn.au

Title **Executive Services Chief Executive Officer Report January 2022 and Communications and Marketing Quarterly Report October to December 2021**

Date 8 February 2022

Responsible Manager J. Taylor, CHIEF EXECUTIVE OFFICER

Summary

The purpose of this Report is to provide Council with:

1. Significant meetings, forums and delegations attended by the Chief Executive Officer during the month of January 2022; and
2. An update on the activities of the Communication and Marketing team during the months of October to December 2021.

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 January 2022:

Date	Who/Where	Details
10 January 2022	<ul style="list-style-type: none"> • Meeting with Energy Synapse • Meeting with regarding Potential Development • Meeting with regarding Potential Development 	Teleconference Phone Phone
12 January 2022	<ul style="list-style-type: none"> • Development Assessment Panel Meeting 	Dalby
13 January 2022	<ul style="list-style-type: none"> • Local Government Grants and Subsidies Program Information Session 	Teleconference
17 January 2022	<ul style="list-style-type: none"> • Planning and Pre Agenda Meeting • Councillor Information Sessions 	Dalby Dalby
19 January 2022	<ul style="list-style-type: none"> • Ordinary Meeting of Council • Councillor Information Session 	Chinchilla Chinchilla

20 January 2022	<ul style="list-style-type: none"> • Teleconference with Department Local Government - New Health Direction for Critical Workers • Meeting with Queensland Treasury Corporation 	Teleconference Teleconference
25 January 2022	<ul style="list-style-type: none"> • Development Assessment Panel Meeting • Quarterly Meeting with Toowoomba Surat Basin Enterprise 	Dalby Teleconference
27 January 2022	<ul style="list-style-type: none"> • Meeting with Powerlink • Meeting with Local Government Association Queensland 	Teleconference Brisbane
28 January 2022	<ul style="list-style-type: none"> • Monthly meeting with Shell • Monthly meeting with Senex Energy 	Brisbane Brisbane
31 January 2022	<ul style="list-style-type: none"> • Councillor Information Session • Meeting with Dalby Chamber of Commerce 	Dalby Dalby

Consultation (Internal/External)

Chief Executive Officer and Communication and Marketing Department

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 January 2021 and the Communications and Marketing Team during the months of October to December 2020.

Attachments

1. Communications and Marketing Quarterly Report (October to December 2020)

Authored by: A. Lyell, Executive Services Administration Officer

MARKETING & COMMS.

Q4 2021 HIGHLIGHTS

ACHIEVING

4,900
People Reached



Good news sells!
Red Bench Project Video

The good news about a small community initiative reached a large number of viewers with creative marketing.

10,800
People Reached



The community shares!
Tara Lagoon Opening Video

56% of the 10,800 video views were from people who saw the video shared by a Facebook friend.

583%
increase in Facebook Reach

Groovin' from the Garage
a hit with community!

Releasing community music competition winners on "Western Downs Invites You" increased page visits by 183% and page likes by 73%!

WHAT WE'VE BEEN WORKING ON:

Communications and Engagement Strategy Progression | Council Grants Promotion | Thomas Jack Park Community Feedback Promotion | Christmas Where the Gumtrees Grow | Disaster Preparedness | Tara Lagoon Parklands Completion | Website Replacement Scoping | Words Out West | Christmas on the Western Downs | Groovin' from the Garage | Regional Pool Parties | Not Just For Laughs | Australia Day Awards Nominations | Tara Pool Redevelopment Promotion | Russell Park Mountain Bike Trail Project Promotion

MAJOR CAMPAIGNS

WE'RE GETTING SOCIAL

FACEBOOK
11,809 ⁵⁴⁹
FOLLOWERS ^{+4.9%}
Q3 2.3%

INSTAGRAM
2,179 ³³
FOLLOWERS ^{+1.5%}
Q3 2.6%

TWITTER
604 ²²
Followers [▲]
1,317 ³⁴
Avg. Monthly Profile Visits [▼]

LINKEDIN
2,775
FOLLOWERS
1,317 ³⁰
PAGE VIEWS [▲]

SOCIAL MEDIA

WDRC eNEWS



1489 ⁺¹⁴⁵
SUBSCRIBERS ^{+10%}

OPEN RATE
34.16% ^{+0.8%}
Q3 33.39%

CLICK THROUGH
8.78% ^{-17.1%}
Q3 25.88%

Government Sector Benchmark
28.77% | 3.99%
OPEN RATE | CLICK THROUGH

COMMUNICATING A DISASTER PREVENTS A COMMUNICATION DISASTER

Widespread inclement weather and flooding during Q4 required the Communications and Marketing Team to undertake disaster communication. The team directed users to the newly implemented **Disaster Dashboard** through a variety of channels including digital billboards, social media, digital newsletters and radio communications.

DIGITAL BILLBOARDS

This quarter the community digital billboards displayed 34 different items.

25
community events promoted

GROWING AUSTRALIA DAY

We reimagined the promotional strategy for Australia Day Awards to increase nominations. This involved alignment with 'It's the people that make it', providing media and promotion toolkits to the community to drive awareness within social and sporting groups, and improving internal communications. An increase in nominations resulted.

DISASTER DASHBOARD

162,998
PAGE VIEWS
OCT-DEC 21

4 DAYS
15,000+
Daily Pageviews

'Road Closures'
Most visited corporate webpage

34,763 Pageviews

EMAIL MARKETING

* Recent changes to global email privacy settings have required changes to the metric we use to report click through rates. No longer will click through rates be displayed as a percentage 'email openers' will be displayed as the percentage of total recipients who clicked a link. This will mean that the 'click through rate' figure will appear lower than it has in recent months.

MAKING NEWS THIS QUARTER

COUNCIL COMMS TEAM WRITES **31** MEDIA RELEASES

We love that you appreciate the finer details! Did you know, the Comms Team manages Council's website which comprises of 500+ pages? Council also communicates across 9 Facebook pages, 4 Instagram pages and distributes information via more than 5 distinct email distribution lists. Comms creates vision for 22 digital signs across the region as well as a pair of 6 meter high digital billboards. In 2021, Comms and Marketing created over 300 designs for Council initiatives!



87 RADIO APPEARANCES

19 Television Mentions

WHAT YOU'LL SEE IN Q1 2022!

- Australia Day Events
- Australia Day Awards
- Words Out West Promotion
- Russell Park Mountain Bike Trails
- 120 Cunningham Street
- Website Replacement Project kick off
- Adopt A Street Tree
- Chinchilla Cultural Centre
- Trainees and Apprentices
- Response to Bunyas Exhibition
- Regional Pool Parties
- Miles CBD Streetscape
- Google My Business
- 10 Artists Project



This quarter the Communications and Marketing team promoted the various community activities and events taking place at the end of the calendar such as the Western Downs Christmas program and associated initiatives like Christmas Where the Gumtrees Grow.

The region experienced periods of heavy rain throughout the quarter which impacted the success of Council promotion and subsequent attendance to events. During this time, Communications and Marketing proactively promoted the Disaster Dashboard via social media, through local radio stations, and on Council's digital billboards. Council's Corporate Facebook page also experienced technical difficulties for a brief period in December which temporarily impacted Council's ability to communicate with the community. Alternative arrangements were made during this time including utilisation of Council's partner social media accounts for emergent messaging.

As major projects progress, the team continues to explore new ways to promote project milestones and gather content along the way. A direct example was the completion of the Tara Lagoon Parklands project and delivery of a social media highlights video featuring 'the people that make it'. This video attracted nearly 11,000 views, with more than half arriving via shared posts. Engaging video content continues to be a strong form of communication, and Communications and Marketing continues to utilise video as a regular tool for all projects.

Major strategic projects including a Communications and Community Engagement Strategy and Corporate Website Replacement continue to progress, with vendors to be selected for both projects in early Q1 2022.

Title Executive Services Report Outstanding Actions January 2022

Date 9 February 2022

Responsible Manager J. Taylor, 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 19 January 2022

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 19 January 2022.

1. Outstanding Council Meeting Action List (As at 8 December 2021)

Meeting date	Item description	File No.	Council Resolution/Task	Responsible Division
21/08/2019	Corporate Services Report Wandoan Central Business District Public Toilet Proposal	AD6.6.2	Moved by: Cr. A.N. Smith Seconded by: Cr. R.C. Brown That this Report be received and that the Chief Executive Officer is directed to explore the viability of sites within Wandoan CBD. CARRIED	Corporate Services
23/09/2020	Executive Services Report Cr M. J. James Notice of Motion Development of a Communications and	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	Executive Services

Meeting date	Item description	File No.	Council Resolution/Task	Responsible Division
	Community Engagement Strategy		Strategy to be prepared in consultation with Councillors. CARRIED	
18/08/2021	Executive Services Report Communications and Engagement Strategy	AD6.6.2	Moved By: Cr. M.J. James Seconded by: Cr. K.A. Bourne That this report be received and that: 1. Council proceeds with region-wide engagement to inform a Communications and Community Engagement Strategy for Western Downs Regional Council. CARRIED	Executive Services
20 October 2021	Corporate Services Confidential Report Proposed Sale by Auction 96 Murilla Street Miles	AD6.6.2	Moved By: Cr. I.J. Rasmussen Seconded by: Cr. C.T. Tillman That this Report be received and that Council: 1. Approve the sale of 96 Murilla Street, Miles by auction (being Lot 1 on Registered Plan 197995); 2. Approve the appointment of an external Real Estate agent to conduct the auction; 3. Authorise the Chief Executive Officer to set the auction reserve price at a price to be determined, based on an "as is, where is" market valuation from a registered valuer; and 4. Authorise the Chief Executive Officer to prepare all documents necessary to offer 96 Murilla Street, Miles (being Lot 1 on Registered Plan 197995) for sale by auction and to affect the sale. CARRIED	Corporate Services
8 December 2021	Community and Liveability Confidential Report Transfer of Health Services	AD6.6.2	Moved By: Cr. K.A. Bourne Seconded by: Cr. I.J. Rasmussen That this report be received and that: 1. Council approves the transfer of its Aged and Community Care Services to Southern Cross Care (Qld) Ltd from 1 April 2022. This transfer, together with cash compensation of \$11,880,000, is an investment by Council to ensure the future of aged and community care for the Region and includes: <ul style="list-style-type: none"> • Tarcoola Residential Aged Care services, facility, and associated plant & equipment • Carinya Residential Aged Care services, facility, and associated plant & equipment: and 	Community and Liveability

Meeting date	Item description	File No.	Council Resolution/Task	Responsible Division
			<ul style="list-style-type: none"> • Community Care services and associated facilities, plant & equipment. <ol style="list-style-type: none"> 2. Council approves the payment of redundancies to eligible Health Services staff at 31 March 2022 and the agreed staff retention payment of \$5,000 to eligible employees of Tarcoola who continue to work at Tarcoola up to 31 March 2022. 3. Council approves the terms and conditions of the Business Transfer Agreement and ancillary property contracts, leases and trustee leases attached to this Report. 4. Council authorises the Chief Executive Officer to execute the Business Transfer Agreement and all ancillary agreements referred to in this Report and all documents necessary to effect completion. <p style="text-align: right;">CARRIED</p>	

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: A. Lyell, Executive Services Administration Officer

Title	Corporate Services Report Provision Additional Public Amenity Wandoan
Date	3 February 2022
Responsible Manager	A. Ritchie, FACILITIES MANAGER

Summary

The purpose of this Report is to seek Council's direction relating to the provision of an additional public amenity at Wandoan.

Link to Corporate Plan

Strategic Priority: Strong Diverse Economy

- Our business and industry actively live and buy local.

Strategic Priority: Quality Lifestyle

- Our residents are provided with modern infrastructure and quality essential services across our region.
- Our recreational spaces and community facilities are attractive, safe, and accessible.

Strategic Priority: Sustainable Organisation

- We are recognised as a financially intelligent and responsible Council.
- We focus on proactive, sustainable planning for the future.
- Our effective asset management ensures that we responsibly maintain our community assets.

Material Personal Interest/Conflict of Interest

Nil

Officer's Recommendation

That this Report be received, and that Council:

- Not approve an additional public amenity block in Wandoan, and request Council review street signage to ensure it's adequate for the purpose of directing public to other amenities within Wandoan; or
- Approve an additional single uni-sex disability compliant amenity block totalling \$115,000 on Lot 263 SP161830; or
- Approve an additional three cubicle disability compliant amenity block totalling \$145,000 on Lot 263 SP161830.

If a new amenity block is approved, that Council:

- Allocate funds as part of the current 2021/22 capital budget; or
- Allocate funds as part of 2022/23 capital budget

Background Information

The Wandoan township currently has five (5) public accessible toilets (for details please refer to Attachment 1).

Facility Name	Opening Hours	Location	Amenities
Apex Park	24/7 (sensor lighting)	Corner Weldon & North/East Streets	1 female pan, 1 male pan & urinal
Gymnasium Hall (located at the back of facility separate to Hall)	24/7 (no lighting)	Royd Street	2 female pans, 1 male pan & urinal
Lindsay William Oval Toilets (services Waterloo Plains camping & Wandoan Touch Football)	24/7 (sensor lighting)	Lane Street	2 female pans, 1 male pan & 2 urinals, 1 disabled, 2 showers
O'Sullivan Park	24/7 (sensor lighting)	Zupp's Road	3 female pans, 1 male pan & 1 urinal, 1 disabled
Wandoan Customer Service Centre	9am-12:00pm 1:15pm-5:00pm	6 Henderson Road	3 female pans, 2 male pans & 1 urinal, 1 disabled

Wandoan previously had an amenities block located on the corner of Royd Street and Henderson Road (Lot 148 FT789) consisting of two (2) pans in the female and one (1) pan and urinal in the male. The amenities sustained significant damage during a storm in late 2013 (\$80,000 was claimed in insurance) and Council made the decision in January 2014 to demolish the damaged structure and not replace the amenities due to the close proximity of other public amenities in the township (refer Attachment 2). Furthermore, Council requested that the amenities behind the Gymnasium Hall be made more user friendly and accessible to the public through minor maintenance works, signage and lighting upgrades as required which was actioned and communicated to key members of the Wandoan community.

Thereafter, Council received a petition submitted by the Wandoan Chamber of Commerce Inc, deputations and a formal complaint to the Queensland Ombudsman from other community members (no further action was requested of Council as part of this process).

Council approved an allocation of \$60,000 as part of the 2019/20 capital budget for the purpose of replacement public amenities, subject to the identification of a suitable site.

During a Council meeting in July 2019 a request *'that a report be brought to the next meeting of Council, for a decision of Council, on the design and location of the proposed construction of a public toilet in Wandoan'* was tabled during urgent general business.

A report was brought back to Council in August 2019 with two locations were presented for consideration. The first option was Café Park (corner Royd and Lawton Streets, Lot 204 W64111). Although close to the CBD, there was no direct sewer line access and would require Council to seek approval from the owner of the adjoining property and incur additional costs up to \$35,000. Additionally, the owner of the Café wrote to Council expressing concern regarding this as an option as a business owner. The second option was the original site (corner of Royd Street and Henderson Road, Lot 148 FT789) given that Council already owned the land, the sewer and power lines are in close proximity, only minor footpath remediation would need to be undertaken to accommodate disabled access and there has been strong community support for this location. Council resolved *'that this Report be received and that the Chief Executive Officer is directed to explore the viability of sites within Wandoan CBD'* (Attachment 3).

In the search for other suitable locations, Queensland Rail were approached in November 2019 regarding the availability of two (2) other vacant blocks along Royd Street (Lot 263 SP161830 and Lot 252 SP118496). Queensland Rail advised in February 2020 that they were not willing to sell Lot 252 SP118496 as this land is part of their operational rail corridor but were willing to consider disposing of Lot 263 SP161830 (Attachment 4).

It is noted that Lot 263 SP161830 already has two (2) permanent fixtures onsite that hold significant historical value to the Wandoan Community that include a rotunda installed by Apex (erected approximately 30 years ago) and a memorial drinking fountain (installed 1996), refer Attachment 5.

Report

The opportunity now presents to re-visit the option to construct a new amenity block in Wandoan, something that the Wandoan community requested many times through various channels. Based on previous feedback from the Wandoan community and Council, land availability and available infrastructure it appears that the most appropriate location if approved for a new amenity block is Lot 263 SP161830 (Royds Street) based on the following:

- Council recently resolved to purchase the said land from Queensland Rail Limited on 20 October 2021 (Queensland Rail were not willing to sell Lot 252 SP118496)
- Sewer and power are easily accessible
- There are already two (2) permanent fixtures on this land (water fountain and rotunda) that would lend themselves to linking in with an amenity block onsite
- The school bus collects/drops off children from this site
- Ease of access by travellers (not being on the corner block) and
- Support from the Wandoan community

Within the budget estimates outlined in the report, the proposed works include the supply and construction of amenities block as per design, sewerage connection, minor landscaping and concrete footpaths (DDA compliance) and lighting. There are two (2) options proposed:

- Option 1 - single uni-sex disability compliant amenity consisting of one (1) pan and sink
- Option 2 - three (3) cubicles one male/female disability compliant, and one (1) separate urinal cubicle, 3 sinks

There is only \$30,000 difference between the two (2) options, which relates to kit size and installation costs. All other costs are fixed and remain the same regardless of the size of the amenity block (sewer/power connection, lighting, landscaping, footpaths).

As per Council's Public Toilet Strategy, Council is '*committed to creating a liveable and sustainable region that provides timely and appropriate community facilities and services that support the needs of its current and future population*'. With reference to the criteria outlined in the strategy (Attachment 7), the proposal for an additional public amenity in Wandoan town area does not align based on the number of existing facilities and their proximity to each other (Attachment 8). However, there is a discretionary provision for Council to approve this proposal for an additional public amenity based on individual merit and strong community support.

Consultation (Internal/External)

Internal

- Executive Team
- Councillors (Information Session 17 January 2022)
- Legal Counsel
- Facilities Team

Legal/Policy Implications (Justification if applicable)

Western Downs Regional Council Public Toilet Strategy

Budget/Financial Implications

Council resolved to adopt the 2019/20 Budget at its meeting on 19 June 2019, which included the approval for a new public toilet to be constructed to serve the town centre of Wandoan totalling \$60,000. The allocated budget was then carried over to 2020/21 and due to delays in identifying a suitable site, this allocation was subsequently returned to budget.

If approved, Council would need to allocate \$114,000 for the construction of a single amenity block or \$145,000 for a two (2) cubicle amenity block and with a construction time of between 3-4 months, to decide which financial

year this project is to be undertaken. In addition, there will be ongoing operational costs associated moving forward such as cleaning, pest management, supply of associated amenity consumables and ongoing maintenance.

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 has been significant support from the Wandoan community to re-instate the original public amenity block within the town centre of Wandoan in lieu of the damaged facility that was demolished in 2014. Although the Public Toilet Strategy does not align with another amenity block being constructed within the Wandoan CBD region, Council can approve this independently based on individual merit and strong community support.

Overall, the proposed location (Lot 263 SP161830) lends itself to the construction of a new amenity block.

Attachments

1. Map Current Amenities within Wandoan CBD
2. Damaged Amenity Block Corner Royds Street & Henderson Road Wandoan 2014
3. Corporate Services Report Wandoan Central Business District Public Toilet Proposal
4. Proposed Alternative Locations Public Amenity Block
5. Existing Fixtures Onsite Lot 263 SP161830
6. Concept Designs Proposed Amenity Block
7. Western Downs Regional Council Public Toilet Strategy 2019-2024
8. Distances between proposed amenity site to other amenities Wandoan CBD

Authored by: T. Parsons, FACILITIES SERVICE DELIVERY COORDINATOR

Attachment 1 - Map Current Amenities within Wandoan CBD



Attachment 2 - Damaged Amenity Block Corner Royds Street & Henderson Road Wandoan 2014



Title Corporate Services Report Wandoan Central Business District Public Toilet Proposal

Date 6 August 2019

Responsible Manager A. Ritchie, ACTING FACILITIES MANAGER

Summary

The purpose of this Report is to seek Council approval for the location and type of facility for the new Wandoan toilet that was approved as part of the 2019-20 Capital Budget Program.

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 approve:

1. the proposed single, unisex, disabled pre-fabricated structure; and
2. the site for the new public toilet facility to be located on the corner of Henderson Road and Royd's Street (option 2).

Background Information

At the Ordinary Meeting of Council on 17 July 2019 a motion was carried requesting that a Report be brought to the next meeting of Council, for a decision on the design and location of the proposed construction of a Public Toilet in Wandoan.

Council resolved to adopt the 2019-20 Budget at its meeting of 19 June 2019, which included the approval for a new public toilet to be constructed to serve the town centre of Wandoan.

Wandoan town centre was previously serviced by a public toilet facility that was demolished a few years ago due to severe storm damage. The previous facility was located at the corner of Henderson Road and Royd's Street. There are three other public toilet facilities within the town limits at Apex Park, O'Sullivan Park and Lindsay Williams Park, however none in a location appropriate to meeting the needs of the town centre and business district (Attachment 2).

Report

The modern public toilet structures on the market are pre-fabricated, fully compliant and are straightforward for connection to the sewer. A single unisex disabled toilet structure is affordable within the budget approved and is recommended for installation (Attachment 1).

There are two suitable locations that have been identified where the land is owned by Council within the town centre footprint:

Option 1

Corner of Lawnton Street and Royd's Street - classified as Freehold land (known as Café Park)

Factors taken into consideration:

- land is 100 metres from retail and business outlets;
- a small Market is held in Café Park three to four times per year and the park is used for other gatherings;
- sewer and power connection are available within a short distance (Attachment 4) however access to the sewer line, which is located within the boundary of the adjoining land, would require agreement from the owner or would incur an additional estimated cost of \$35,000 to cut into the sewer further down the line;
- adjoins a commercial property also referred to as Café Park, the owner of the café has written to Council expressing her concern regarding any proposal to locate a public toilet in the adjoining park; and
- the construction of a public toilet at the park would likely obstruct the visuals of the wall mural on the north eastern boundary of the block.

Option 2

Corner of Henderson Road and Royd's Street - land classified as a Reserve for Local Government

Factors taken into consideration:

- original site of the town's public toilet which was demolished a few years ago due to storm damage;
- within 200 metres of retail and business outlets in Wandoan's town centre;
- existing site of bus and coach set down which services school children commuting to Miles daily;
- offers easy access to existing sewer line and power (Attachment 4);
- nil impediments to the proposal however would require some modifications to the existing footpath to provide disabled access (cost of footpath modification can be accommodated within the \$60,000 Budget allocation); and
- strong community support for this location.

Consultation (Internal/External)

An on-site meeting was held with the Wandoan Chamber of Commerce in July 2019. Their strong position, in consultation with Council staff, is that the original location Corner of Henderson Road and Royd's Street_(Option 2) would best serve the interests of the community.

Legal/Policy Implications (Justification if applicable)

NIL

Budget/Financial Implications

Budget allocation of \$60,000 for a new public toilet facility in 2019-20.

Conclusion

There is strong community support for Option 2 as the site for the new toilet facility at Wandoan to serve the town centre. This option would involve minimal community disruption.

Attachments

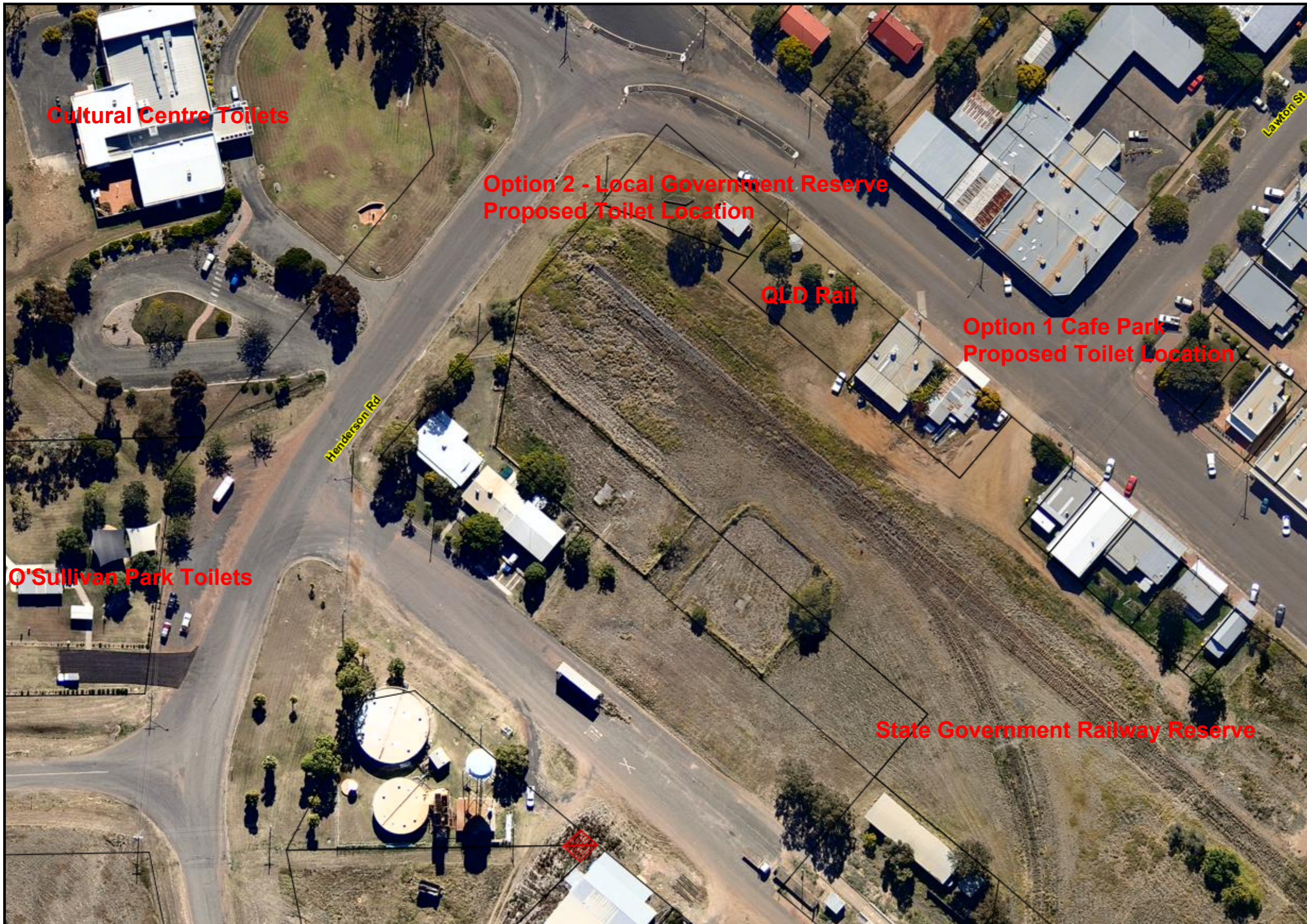
1. Photo of Type of Public Toilet Facility Proposed;
2. Map of Existing Toilet Facilities;
3. Café Park Land Tenure Details; and
4. Sewer and Water Main Plan.

Authored by: M. Strano, FACILITIES ASSET MANAGER

Attachment 1 - Photo of Type of Public Toilet Facility Proposed



The roof line and height of the roof would be designed as low key as possible if the proposed Cafe Park location was selected.



Legend

Initial View
 — Roads

Road Labels
 Rural Road Names
 Urban Road Names

Easement
 Easements

Licences
 Licences

Rates Property Boundary
 Rates Property Boundary

WESTERN DOWNS REGIONAL COUNCIL

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7-Aug-2019

Attachment 2 - Map of Existing Toilet Facilities

Western Downs Regional Council
 (C) The State of Queensland
 Department of Natural Resources and Mines (DNRM) [2019]

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Initial View


— Roads

Road Labels

Rural Road Names

Urban Road Names


Easement

 Easements

Licences

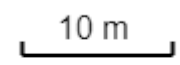
 Licences

Rates Property Boundary

 Rates Property Boundary



**Attachment 3 - Cafe
Park Land Tenure
Detail**

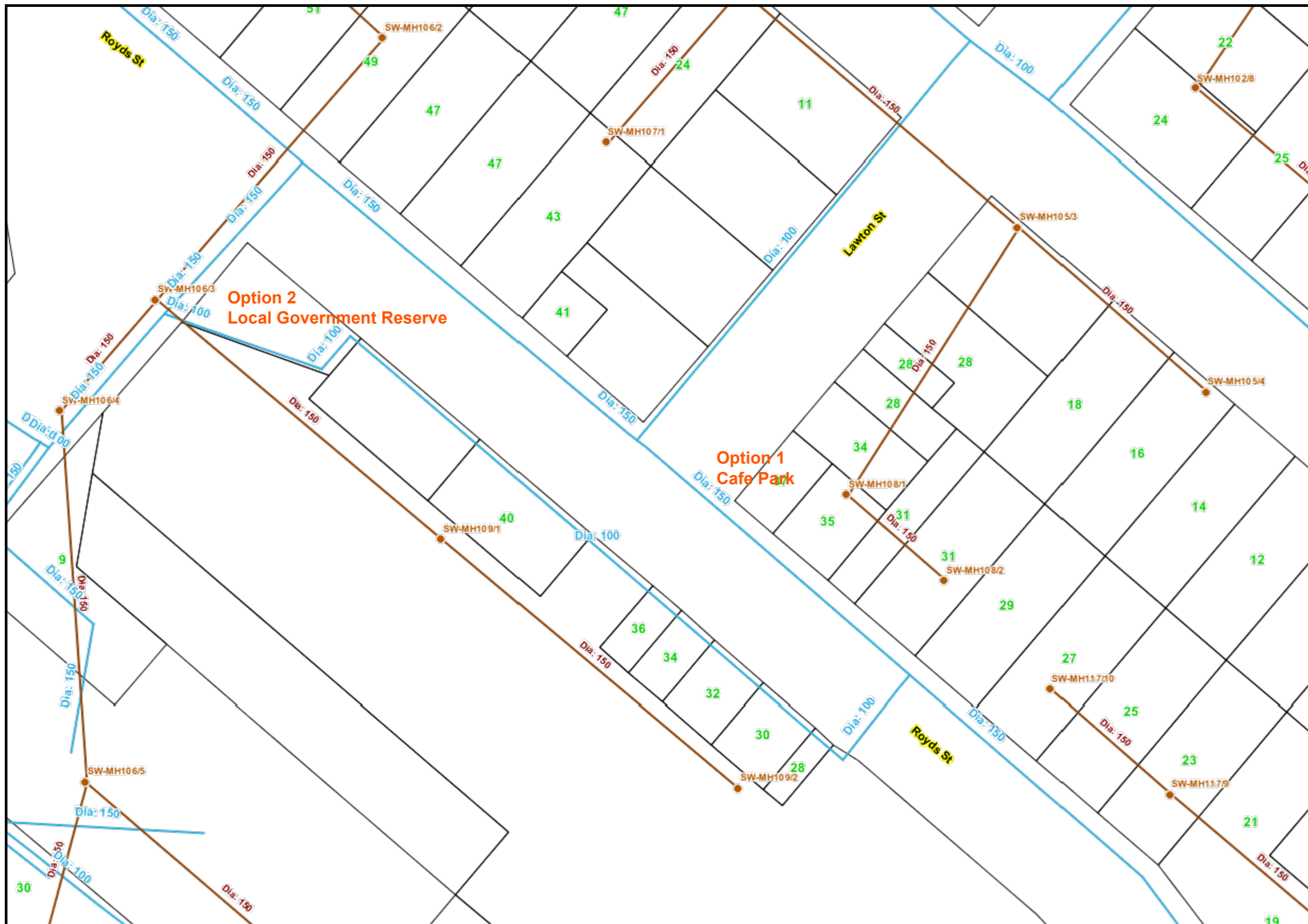


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7-Aug-2019



Legend

Initial View

- Town Names
- Major Waterway
- Roads

Road Labels

- Rural Road Names
- Urban Road Names

House Numbers

- House Numbers

Sewer Assets

- Sewerage Asset Register
- Sewage Treatment
- Sewer Pump Station
- Sewer Manhole
 - End Cap
 - Flush Point
 - Junction
 - Manhole
 - Private Manhole
 - Pump Station
 - Scour Point

Relined Sewer Mains

- C/Berlina
- C/EXPVC
- C/Fibreglass
- C/SWPE
- Polyester Resin Impregnated Felt
- Riblock

Sewer Mains

- Gravity Sewer Main
- House Connection
- Pressure Sewer Main
- Private Sewer Main
- Rising Sewer Main

Water Assets

- Water Mains
 - Private Water Main
 - Raw Water Line
 - Rising Water Main
 - Water Connection
 - Water Main

Rates Property Boundary

- Rates Property Boundary

Western Downs Regional Council
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 Department of Natural Resources and Mines (DNRM) [2019]

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Attachment 4 - Proposed Alternative Locations Public Amenity Block



Wandoan - new Public Toilet site options

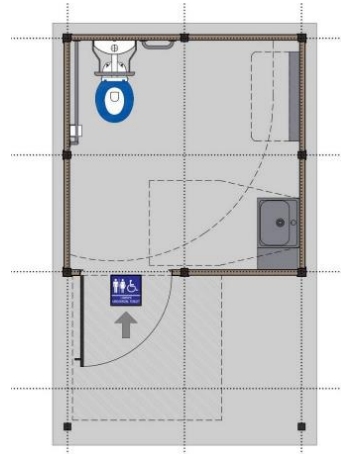
- 1) Block known as Café Park (block lot TBA)
- 2) Site of former amenities (block Lot 148)
- 3) QLD Rail vacant (block Lot 263)
- 4) QLD Rail vacant (block Lot 252)

Attachment 5 - Existing Fixtures Onsite Lot 263 SP161830

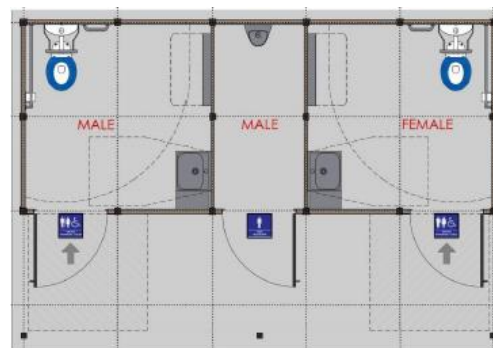


Attachment 6 - Concept Designs Proposed Amenity Block

Option 1 - Single uni-sex disability compliant amenity block (indicative only)



Option 2 - Three (3) Cubicle Disability Compliant Amenity Block (indicative only)



***Note this design does not have a sink in the single male cubicle (urinal), if this option is approved it would be included as part of the project scope*



WESTERN DOWNS REGIONAL COUNCIL

PUBLIC TOILET STRATEGY

2019 TO 2024



Executive Summary

The provision of safe and accessible public toilets is an important service of local government. Often unacknowledged, or not given the attention they deserve, public toilets support the enablement, vitality and accessibility of public places and spaces.

The Western Downs Regional Council is committed to creating a liveable and sustainable region that provides timely and appropriate community facilities and services that support the needs of its current and future population.

The provision of public toilets contributes to the quality of the region's public domain and its "liveability". They support and enable tourists and visitors to stop in a town. Over the years the design of council-owned toilets has evolved to reflect changing attitudes to safety, privacy and maintenance, and to address areas of need that had not previously been prioritised. These include the needs of young children, senior citizens and people with a disability and their carer's. Currently and including the new Chinchilla Botanic Parklands public toilet facility there are 61 public toilet facilities.

Public toilets are generally described as those toilets open 24 hours a day and predominantly serving a precinct rather than an individual facility. Some exceptions and variations exist within this general descriptor due to locational factors, utilisation, legacy issues and vandalism management where some toilets are closed at night.

Other public access toilets are in, libraries, community halls, town centres and other public service venues and facilities.

A review of the region's public toilet network identified the following key issues:

- The location of public toilets may not be optimal due to changing demographics and services;
- The condition of the buildings regarding fit out is not at the required standard;
- Older, existing public toilet facilities do not provide inclusive access ability;
- The cleaning, servicing and presentation of public toilets could be improved;
- There is a need for better information about where public toilets could be optimally located and their hours of operation to manage anti-social behaviours;
- Insufficient or no utilisation data to inform decision making in order to optimise locations and serviceability; and
- Operating hours (some toilets located in Dalby and Chinchilla are closed at night to discourage vandalism and anti-social behaviours).

Introduction

This document is intended as a guide to Council for the site selection, positioning, orientation and design of public toilets. It is aimed primarily at the design of free-standing, naturally ventilated outdoor facilities that are unsupervised, available to the public and therefore likely to also pose security, safety and maintenance challenges.

Factors likely to influence demand in the future will include:

- The ageing population;
- Promotion of physical activity and mobility;
- Regional industry growth;
- Promotion of regional tourism; and
- Localised demographic variations, and compliance with legislation.

Definition

This Strategy defines public toilets as toilet facilities which are directly accessible to the public including those located in and supporting parks, sporting venues, town central business districts and identified community sites or precincts.

Council has the challenge of providing and maintaining safe, accessible and a fully optimised network of public toilets across the region. Council's task is to ensure that public areas and facilities are effectively planned, managed and serviced to deliver best value and meet community expectations and defined service levels.

Key Objectives

1. AVAILABILITY

Public toilet facilities will be well distributed, appropriately located and open at times that meet the needs of the community, residents, workers and visitors. They should support a town's central business district and other regional centres and consider supporting all types of local community services and facilities where a need is identified.

2. EASY TO FIND

The public toilet network will be publicised and promoted through Council's Website and other communication forums to ensure information about the toilet network is accessible to the community. Wayfinding signage will also be a consideration in keeping with Council's desire to make it easier to locate facilities.

3. ACCESS

Ensure access at acceptable distances where services and locations are offered to the community and visitors to the region, including consideration of needs for specific target groups e.g. parents with school age children, the elderly or infirm and those with a disability.

Consideration for the installation of public toilets or other temporary toilet solution (e.g. porta loos) to serve community facilities and services that are only accessible by vehicle, e.g. funeral services in some cemeteries that do not have a permanent public toilet facility within close proximity.

4. SERVICING AND CLEANLINESS

Maintenance and servicing standards will ensure that the public toilet network meets community expectations.

5. BUILD QUALITY AND SUSTAINABILITY

Future public toilets will be well-designed and built using robust, vandal-resistant materials and fixtures that reflect the character of their setting wherever possible. They will automatically include equal access design criteria.

6. DECOMMISSIONING

Public toilets owned by the Council will be considered for decommissioning when they are:

- in poor structural condition;
- located at inappropriate locations which attract protracted anti-social behaviour and where measures to alleviate such use have been tried and failed; or
- where development, growth and changed usage patterns indicate existing toilets are no longer in the most optimal locations.

Summary

There is a significant variation in the configuration and construction of Council's public toilets. The age and condition of the individual toilets vary from early 1950's to new toilets erected in 2019, constructed with a variety of materials (wood, brick, concrete and steel) and all with different capabilities.

Location

The location and number of toilets per major location or town are summarised as follows:

Town	No. of Toilet Facilities	No. of Toilets with Disabled Facilities	No. of Toilet with Shower facilities	2018 Population	No. toilets according to benchmark **	Comments
Bell	1			450	1	Located on Bunya Highway therefore meeting tourist/traveller/commercial and local patronage. Accessible parking for all vehicles. Located in park with barbeques, tables and playground.
Brigalow	1	1		200	1	Located on Warrego Highway meeting tourist/traveller/commercial and local patronage. Power station workers meet transport in Brigalow. Accessible parking for all vehicles.
Bunya Mountains	1	1		200	1	Area is a National Park therefore reduced population to the area this amenities services. Located on main road to camping/picnic areas. Accessible parking for vehicles.
Chinchilla	10	2		6500	4	Centrepont of many main roads and Warrego Highway. Many toilets located in parklands, with barbeques, tables and playgrounds. Major community festivals/events held annually. Most have accessible parking for all vehicles.
Condamine	3	2		200	1	Located on Condamine Highway and major main road routes therefore meeting tourist/traveller/commercial and local patronage. Accessible parking for all vehicles. Some located in park with barbeques, tables and playground.
Dalby	10	5	1	12300	8	Centrepont for 3 major highways and several main roads. Servicing CBD for shopping and businesses and travellers. Many toilets located in parklands with barbeques, tables and playgrounds. Servicing community events held in CBD and parks.

Town	No. of Toilet Facilities	No. of Toilets with Disabled Facilities	No. of Toilet with Shower facilities	2018 Population	No. toilets according to benchmark **	Comments
Drillham	1			200	1	Located on Warrego Highway with good parking for all vehicles.
Dulacca	1	1		200	1	Located on Warrego Highway with good parking for all vehicles.
Glenmorgan	1	1	1	200	1	Located at historical site on major main roads systems to all directions. Located in park/camping area with barbeques, & tables. Servicing museum site and local area. Patronised by many southern travellers, especially in winter.
Jandowae	5	3	2	1300	1	Located on main road networks. Located in park areas with barbeques, tables and playgrounds. Good parking for all vehicles. Servicing many community events held annually.
Jimbour	1	1		200	1	Located on main road network with good parking for all vehicles. Located in park and close to tennis courts and public hall.
Kaimkillenbun	1			200	1	Located on main road network and leading to popular Bunya Mountains area. Located close to tennis courts, public hall and park with playground equipment.
Kogan	1	1		200	1	Located on main road network with good parking for all vehicles. Located in park with playground equipment and two community halls. Close to power station for workers to meet transports to/from work.
Lake Broadwater	3	1	2	200	1	Two toilet blocks located in Recreation Reserve area which provides access to water sports on lake, camping, barbeques, tables and playground equipment. Camping area supported throughout year. Wilga Bush Camp Area located in greater conservation park area, more secluded area but has basic facilities and enjoyed by campers/travellers.

Town	No. of Toilet Facilities	No. of Toilets with Disabled Facilities	No. of Toilet with Shower facilities	2018 Population	No. toilets according to benchmark **	Comments
Meandarra	3	3	2	200	1	Toilets service camping areas/travellers and on highways and main road network. Very popular destination for southern travellers, especially in winter months.
Miles	4	2		1300	1	Located on Warrego Highway and Leichhardt Highway supporting tourists/ travellers/commercial and local needs. Toilets located in parks with playground equipment, barbeques and tables. Popular camping areas located at Miles along water courses.
Moonie	1	1		200	1	Located on Moonie and Leichhardt Highways being a major transport route to/from southern states. Quite a distance from nearest public toilets therefore a very popular place to take a break when driving.
Tara	5	2	1	850	1	Located on major main road networks servicing vast areas of rural area with minimal public toilets within close proximity. Popular camping areas for tourists/travellers especially in winter months. Servicing community which has limited water resources. Community events/festivals utilise these amenities regularly.
Wandoan	3	2	1	350	1	Located on Leichhardt Highway and many major road networks. Servicing vast areas of rural WDRC. Located in parks with barbeques, tables, camping and sporting facilities.
Warra	1	1		200	1	Located on Warrego Highway in heritage park. Accessible parking with barbeques, table area. Many tourists use park to camp overnight.
Westmar	1	1	1	200	1	Located on Moonie Highway and Surat Development Road centre point to many main roads. Popular camping and tourist locations for travellers, especially travelling north/south. Located in park with accessible parking and park facilities.

Town	No. of Toilet Facilities	No. of Toilets with Disabled Facilities	No. of Toilet with Shower facilities	2018 Population	No. toilets according to benchmark **	Comments
Yamsion	1			200	1	Located on main road to popular Bunya Mountains. Located in park with barbeques, tables and camping area. Very popular if patrons do not wish to drive up the windy road to Bunya Mountains. Accessible parking.
TOTALS	59	32	11		32	

Public Toilet Operating Position

Category Rating Guidelines:

Category A = High Usage	>50 patrons per day
Category B = Medium Usage	10-50 per day
Category C = Low Usage	<10 per day
Category D = Event Only	

Public Toilet Operating Position	Service / Cleaning	Category Rating
Anzac Park, Miles	4	B
Apex Park, Jandowae	3	C
Apex Park, Meandarra	5	B
Apex Park, Tara	5	B
Apex Park, Wandoan	5	B
Archibald Street, Dalby	7	A
Bell Park, Dalby	7	A
Botanic Gardens, Chinchilla	14	A
Brigalow	12	C
Caliguel Lagoon, Condamine	3	B
Chinchilla Skate Park	5	B
Chinchilla Weir	5	B
Condamine SES	3	B
Cultural Centre, Chinchilla	14	A
Dalby League Grounds	2	C
Dalby Soccer Oval	2	C
Dillon Park, Meandarra	5	B
Diplock Park, Dalby	7	A
End of the Line, Glenmorgan	2	C
Ensor Park, Bell	1	C
Gil Weir, Miles	2	B
Jack Chappell Oval, Tara	Only open for sporting events	D
Jandowae - High St Park toilet is the new toilet with disabled access in Jandowae.	3	B
Jandowae Dam	3	C
Jimbour Park, Jimbour	3	B
Jimbour Street, Dalby	7	A
Jubilee Park, Chinchilla	5	B

Public Toilet Operating Position	Service / Cleaning	Category Rating
Kaimkillenbun	1	C
Koehler's Park, Yamsion	1	C
Kogan	3	C
Lagoon Walkway, Tara	7	A
Lake Broadwater - Wilga Bush Camp	2	C
Lake Broadwater Camping Area	7	A
Lake Broadwater General day use	2	C
Library Conveniences, Tara	7	A
Lindsay Williams Oval, Wandoan	5	B
Lions Park (Skate Park), Tara	5	B
Lions Park, Chinchilla	5	B
Lions Park, Dalby	7	A
Lions Park, Jandowae	3	B
Middleton Park, Chinchilla	5	B
Moonie Sports Club	7	A
Moraby Park, Miles	4	B
Morgan Place, Miles	4	B
Munroe's Camp, Bunyas	1	C
Myall Creek, Dalby	7	A
O'Sullivan Park, Wandoan	5	B
Pioneer Park/Black Street, Dalby	7	A
Progress Park, Condamine	3	B
Queens Park (Apex Park), Chinchilla	5	B
Richard Best Memorial Park, Warra	3	B
Rotary Centenary Park, Chinchilla	5	B
Rotary Park, Chinchilla	5	B
Rotary Park, Jandowae	3	B
Roy Henderson Park, Dulacca	3	B
School of Arts, Meandarra	5	B
Thomas Jack Park, Dalby	7	A
Westmar Truckstop	3	B
Windyloo, Drillham	3	B

Operational Hours of Public Toilet Facilities

The typical opening times for public toilet facilities are set out below:

Dalby Toilets (7 of 11)	-	Closed between 6.00pm and 6.00am
Chinchilla Civic Centre Public Toilets	-	Closed between 11.30pm and 6.00am
Chinchilla - Jubilee Park, Queens Park and Middleton Park	-	Closed between 7.00pm and 6.00am
All other public toilets not listed above	-	Open 24 hours a day

Community Expectation and Demand

There is a general expectation that public toilet facilities will be available in most regional town settings. People usually need a public toilet when they are away from home for a couple of hours or more, and where no public facilities are provided as part of another building. Supporting reasons for suitably configured and located public toilets include:

- Public toilets are important for older people, disabled people, families (especially those with babies and very young children), women, tourists and visitors;
- A lack of public toilets results in certain groups feeling anxious about going out. Older people, for example, do not readily leave their homes without the reassurance that they will have access to public toilets. With the ageing population a lack of public toilets can promote increased isolation and could be viewed as a contributing factor to poorer community mental and physical health;
- Tourists and visitors also rank the availability of toilets high in their lists of reasons why a location is worth visiting; and
- In summary, investment in good toilet provision has been shown to increase and retain turnover, tourist numbers, economic growth and community health and wellbeing.

Recreation and Demand

The Western Downs Regional Council has invested in a range of new and improved services and facilities to promote healthy lifestyles such as walking and active sports. However outdoor activity and the continued development of recreation facilities and activities require travel away from home.

The provision of public toilet facilities at parks and open spaces optimises the benefits of open space for a range of recreational pursuits including children's play. Public toilets attract more families to use parks and encourage longer visits. In contrast, parks without public toilets attract fewer family visitors and visits are shorter.

Cemeteries are another community service facility, often located at a greater distance from other parks and town facilities and while visitor numbers to Cemeteries is more random consideration needs to be given to solutions that meet the needs of the community.

Distance and Distribution

The Building Code of Australia does not provide meaningful guidance on the number of cubicles required in parkland or standalone amenities. In these circumstances, the number of water closet (WC) pans, urinals and hand basins should be determined through experience and prediction.

There are no minimum standards established for the distribution of public toilets. In the absence of legislated standards Council aims to ensure that public toilets are available based on the following guidelines:

1. 0.6 public toilets for every 1000 residents (benchmarking undertaken by Morrison Low suggests this as the Australian average); i.e. 22 public toilets for Western Downs. or
2. A maximum distance of 500 metres in town areas (5 to 10 minute walk); or
3. A maximum distance of 500 metres for frequent public / sporting activity venues; or
4. A maximum distance on major highways of 60 minutes at the posted speed limit; or
5. Based on individual merit, strong community support and at the discretion of Council.

Promoting Community Awareness

Providing information about the public toilet network through a range of communication channels to promote the best use of existing assets.

The Region now has maps and is progressively upgrading way-finding signage to ensure people can access the closest public toilet facilities.

National Public Toilet Map

The National Public Toilet Map, a project of the National Continence Management Strategy, identifies the location of public toilet facilities in Australian towns and cities.

The map and website are designed specifically to assist persons experiencing incontinence with travel and daily living arrangements. People with disabilities and parents with young children use this website to browse and identify toilets that suit their particular needs.

This site relies on toilet providers to supply and update information.

WDRC Public Toilet Map

A printable public toilet map is available on Council's website.

Design and Management

There are several different styles of public toilet facilities within the region.

The construction styles differ with age, location and capability of the individual toilet, for example, the Koehler Park toilets located at the base of the Bunya Mountains at Yamsion are of wooden construction whilst the toilet at Munro's Camp, Bunya Mountains is a modern modular steel structure. The toilet at Drillham is metal but very small whilst the toilet at the Rotary Centenary Park in Chinchilla is of a concrete tank design.

Future Design Principles

New toilet facilities and the refurbishment and modification of existing toilets must comply with the relevant building codes and standards including the *Building Code of Australia, The Disability (Access to Premises – Buildings Standards 2010* and a range of relevant Australian Standards, including the *AS1428 Design for Access and Mobility Standards* suite.

Public Toilets should be safe, secure, hygienic and private environments. They should provide for the needs of people of all genders and age including the needs of people with disabilities and their carer's.

Ideally toilets should be robust single or multiple cubicles for unisex inclusive use, with all facilities inside the cubicle to facilitate safety, with each cubicle opening onto clearly visible active space.

Toilet building materials, fittings, fixtures and finishes must be structurally robust and vandal resistant. The design and location of new toilets will ensure the following guidelines wherever possible. Variations may occur due to actual site limitations and projected use.

Crime Prevention Through Environmental Design (CPTED)

- Toilets should be safe, secure, well-lit, vandal resistant, robust, enable inclusive access and be easy to maintain;
- Entrances should be highly visible, easily identifiable and easy to locate;
- Vegetation should not obscure or provide areas of concealment;
- The perimeter should be free of seats to deter loitering and enhance perceptions of safety; and
- Upgraded building facades have the potential to improve the general quality and appearances of the existing facilities. Facades should be suitably robust and graffiti resistant.

Lighting

- Public toilets should maximise the use of natural light so that users feel confident approaching and using the facility; and
- Sensor lighting should be used to supplement external and internal facility lighting; and enhance security and safety around and within the facility.

Signage

- All public toilets will be fitted with instructional signage; and
- Signage will include operating hours, servicing schedule and contact details to report a fault or issue; and
- Other wayfinding/directional signage is important to optimise the service offer and accessibility to the community and visitors to the region.

Design and Location Criteria

Proximity

- Public toilets should be located as close as practicable to streets, footpaths and car parking areas; and
- Highly visible from all or most directions.

Energy & Water Consumption

- High degrees of natural light and ventilation;
- Use of solar panels to power lighting systems where feasible;
- Energy efficient lighting and appliances;
- Sensor lighting and power controls;
- Automated flow control and sensor taps; and
- Dual flush cisterns.

Public Toilet Category Hierarchy

Category A = High Usage	>50 visits per day
Category B = Medium Usage	10-50 per day
Category C = Low Usage	<10 per day
Category D = Event Only	

The public toilet hierarchy has been established using the following criteria:

Location

- Major Town
- Town
- Village
- Hamlet

Traffic Volume (pedestrian / vehicle)

- High: located in a high traffic flow area
- Medium: located in a medium traffic flow area
- Low: located in a minimal traffic flow area

Servicing and Cleaning

Lack of maintenance and management leads to poor image, loss of public confidence in terms of health and hygiene, loss of tourism opportunities, vandalism and may also attract inappropriate use.

The toilet facilities are serviced between twice per day and once per week depending on location, traffic volume and utilisation. In addition to cleaning and restocking of consumables, service staff are responsible for reporting maintenance problems for repair and in some areas opening of the facilities.

Cleaning services will be reviewed as a priority to ensure service standards for public toilets meet community needs. Utilisation rates of greater than 50 per day indicate that more than one clean per day is required. Additional cleaning is carried out when the need or incident is reported.

Graffiti Management

Accumulation of graffiti on public toilets reflects poor maintenance and may convey impressions of poor safety and security for visitors.

Graffiti will be actioned for removal in public toilets as soon as practicable. The community can assist Council to combat graffiti by promptly reporting instances to our Customer Contact Centre.

Syringe Management

Increased legitimate use of public toilets discourages their inappropriate use. However, drug taking behaviour is difficult to prevent and public toilets inevitably provide secure space where such activity may occur.

In the interest of public health and safety, and the welfare of people who require sharps for medical reasons, Council has installed sharps disposal bins where practicable as standard public health fixtures in its public toilets.

Evidence suggests that when disposal facilities are provided, nearly all syringe users dispose of syringes appropriately. The sharps disposal bins are serviced regularly.

Sanitary Management

In the interest of public health, hygiene and to protect Council's toilet septic infrastructure, sanitary bins are provided in public toilets.

Asset Condition Audits

Western Downs Regional Council will undertake detailed condition audits of all public toilets annually. Regular monitoring is also undertaken by Facilities staff to ensure service standards are met.

Asbestos

Warning decals have been placed on each of the public toilets that contain asbestos advising persons that asbestos is present and to contact Council before any work is conducted on the toilets.

Waste Management Systems

Currently there is a mix of waste management systems in use across the region including, town sewer, septic, environmental and long drop.

Special Events, Transient Events, Funeral Events

The region's parks, recreation and open spaces play host to a variety of community events. Major events organised or supported by the Western Downs Regional Council such as parades and festivals will be serviced by the provision of temporary portable public toilet facilities and additional public toilet cleaning schedules during the event period, to cater to the expected number of patrons.

Commercial and community organisations using parks, recreation and open spaces for major events will be required to arrange public toilet facilities in accordance with Subordinate Local Law No. 1.12 (Operation of Temporary Entertainment Events) 2011. However, this sub-law does not provide a calculator informing the number of toilets to provide.

The variables which influence the total number of toilets required to adequately service an outdoor event include:

- The duration of the event;
- Expected number of patrons;
- Weather conditions;
- The proximity of fixed public toilets at or near the site; and
- The availability of alcohol.

Typical Local Government Guidelines for event organisers are:

Toilet facilities for events where alcohol is not available

Patrons	MALES			FEMALES	
	WC	Urinals	Hand Basin	WC	Hand Basin
< 500	1	2	2	6	2
< 1000	2	4	4	9	4
< 2000	4	8	6	12	6
< 3000	6	15	10	18	10
< 5000	8	25	17	30	17
>5000	Ratio of 220 persons per pan. This includes public toilets and is the ratio that the Chinchilla Melon Festival of 2019 catered for.				

Toilet facilities for events where alcohol is available

Patrons	MALES			FEMALES	
	WC	Urinals	Hand Basin	WC	Hand Basin
< 500	3	8	2	13	2
< 1000	5	10	4	16	4
< 2000	9	15	7	18	7
< 3000	10	20	14	22	14
< 5000	12	30	20	40	20
>5000	The same as for non-alcohol table as predominantly alcohol outlets have their own toilet facilities. Any temporary licensed outlets would need to be considered regarding the closer location of temporary toilet facilities.				

It is recommended that as a minimum, 1 inclusive toilet is provided to accommodate for persons with a disability at outdoor community events.

If the event is likely to attract families, consideration should also be given to providing baby change facilities.

Toilet facilities must be:

- Accessible for people with disabilities;
- Provided for the elderly and infirm and the needs of parents with preschool children;
- Supplied with sanitary conveniences;
- Cleaned and re-stocked regularly; and
- Well-lit so as not to become a security or safety risk.

Where an event is to be held and the use of Council owned public toilets is required, liaison should be made with Council's Facilities Department. Additional cleans and provision of consumables (i.e. toilet paper) to current levels of service for the toilet facility/s will be paid for by the Event Organiser.

Recommendations for Implementation

Public toilet availability

- Consider a solution for community service facilities in locations that are only accessible by vehicle, where they are not in close proximity to another public use facility.

Public Toilet Hierarchy

- Categorise all 59 Public Toilets into high, medium, low utilisation etc, introduce attendance counters to assisting in classifying utilisation rates.

Inclusive access

- Ensure new / refurbished toilet facilities meet the current design and access requirements for persons with a disability (Commonwealth Disability Discrimination Act 1992);
- Support the needs of the elderly, infirm and the needs of parents with preschool children;
- Entrances should be highly visible, easily identifiable and easy to locate;
- Vegetation should not obscure or provide areas of concealment; and
- The perimeter should be free of seats to deter loitering and enhance perceptions of safety.

Easy to Find

- Maintain the location of public toilets through street signage;
- Maintain the available public toilet map in both hard and soft copy formats for distribution via all Visitor Information Centres, Customer Service / Cultural Centres, Council's website and National Public Toilet Website; and
- Maintain and install signage on the exterior of toilets which will indicate the operating hours, servicing schedule and contact details to report a fault or issue.

Build Quality

- Ensure public toilets are well-designed and built using robust, vandal-resistant materials and fixtures that reflect the character of their setting;
- Ensure high degrees of natural light and ventilation;
- Use sensor lighting to enhance security and safety around and within the facility as well as to minimise electricity costs;
- Use solar panels to power lighting systems where feasible;
- Use energy efficient lighting and appliances;
- Install automated flow control and sensor taps;
- Dual flush cisterns; and
- Use of eco-friendly compliance waste systems in areas outside sewerage networks.

Servicing and cleanliness

- Review of all service levels regularly to determine an appropriate service level based on high, medium, low use etc;
- Develop and document service standards for the public toilets' property portfolio;
- Undertake regular auditing of the servicing of Council's public toilets to ensure service standards and community needs are met; and
- Establish Public feedback mechanisms, including hazard or safety reporting.

Decommissioning

- Develop clear guidelines for decommissioning of public toilet facilities. that should include consideration of availability, accessibility of an alternative public toilet, perceived usage and overall building condition.

Upgrade or Replacement

- As buildings deteriorate over time and usage, a lifecycle schedule of toilet replacement will be developed to provide guidance to Council around future capital and maintenance works; and
- Upgrades and new builds will incorporate latest design technologies to satisfy long-term sustainability needs and reductions in operating costs.

Toilet Facilities Property Portfolio Planning

A minimum 10-year Capital and Operational Maintenance Plan will be developed which includes:

- Capital renewals of existing facilities;
- Optimisation opportunities for individual locations and precincts;
- Planning justification for additional toilet facilities;
- Data informing demolition and new recommended locations for facilities; and
- Service levels / standards.

Strategy Action Plan

The Strategy Action Plan is provided for the Western Downs Regional Council to achieve the Strategy's recommendations. These will be subject to the annual budget process.

Recommendation	Project / Task	Timeframe
Conduct Condition Assessments for outstanding toilet facilities.	Complete condition assessments for all public access toilets located within a Council facility.	31/12/2019
Provide adequate internal and external lighting to improve safety and access.	Install lighting solutions for all facilities open 24 hours per day Install internal lighting for daytime where natural light is inadequate. (estimated cost \$8,800)	31/10/2019
Ensure adequate signage to optimise access of facilities.	Replace facility signage where condition has deteriorated (est \$6000) Install directional and way finding signage where appropriate (est \$85,000)	31/10/2019 Seek funding in context of Budget mid-year review
Cleaning schedules- review utilisation rates to ensure maintenance and cleaning schedules are aligned.	Introduce the use of attendance counters to inform the review of cleaning schedules.	31/10/2019

Appendices

Appendix 1 - Public Toilets Demographic Data

	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018
	— persons —																	
Bell (L)	401	405	412	418	426	431	428	434	414	404	400	419	432	434	437	447	439	437
Chinchilla	3,545	3,569	3,592	3,642	3,701	3,816	3,984	4,179	4,329	4,570	4,889	5,089	5,318	5,572	5,754	5,986	6,144	6,243
Dalby	10,141	10,126	10,095	10,109	10,246	10,299	10,486	10,803	11,160	11,465	11,924	12,118	12,386	12,359	12,290	12,242	12,189	12,234
Jandowae (L)	1,214	1,202	1,195	1,195	1,202	1,214	1,217	1,231	1,281	1,279	1,292	1,305	1,287	1,277	1,253	1,221	1,239	1,208
Miles	1,152	1,161	1,154	1,157	1,168	1,194	1,216	1,194	1,186	1,181	1,194	1,139	1,185	1,169	1,136	1,157	1,217	1,240
Tara (L)	840	844	845	840	836	836	850	841	823	848	868	873	911	894	850	821	803	809
Wandoan (L)	450	436	429	413	405	394	378	380	361	344	329	326	323	335	340	340	343	340
Western Downs (R)	28,715	28,711	28,636	28,655	28,837	29,122	29,520	30,235	30,893	31,466	32,365	32,899	33,415	33,744	33,867	34,049	34,434	34,467

Attachment 8 - Distances between proposed amenity site to other amenities Wandoan CBD



Title Corporate Services Report Q2 2021-22 Operational Plan and Enterprise Risk Management Review

Date 27 January 2022

Responsible Manager K. Gillespie, A/CUSTOMER SUPPORT AND GOVERNANCE MANAGER

Summary

The purpose of this Report is to provide Council with:

1. the status of the strategic risks which Council managers under the Enterprise Risk Management Framework; and
2. second quarter progress towards achieving the 2021-22 Operational Plan actions.

Link to Corporate Plan

Strategic Priority: Sustainable Organisation

- We are recognised as a financially intelligent and responsible Council.
- We focus on proactive, sustainable planning for the future.
- Our people are skilled and values driven to make a real difference.
- Our agile and responsive business model enables us to align our capacity with service delivery.
- Our effective asset management ensures that we responsibly maintain our community assets.

Material Personal Interest/Conflict of Interest

Nil

Officer's Recommendation

That this Report be received and noted.

Background Information

1. Review of Enterprise Risk

The *Local Government Regulation 2012* Section 164(1) and Section 175(1)(b)(ii) provides legislative context for Council's requirement to establish an effective risk management system.

While not mandated by legislation, it is expected that local governments' risk management activities are undertaken in accordance with *AS IS 31000:2018 Risk Management - Guidelines*.

Council's Enterprise Risk Management Framework is based on these principles and guidelines. It informs how Council manages risk, assists in building a risk culture and provides informed decision making by considering risk across Council's strategic and operational activities.

Council's Risk Appetite Statement is as follows:

Council has a high appetite for initiatives where there is a good understanding of the risk, and there is confidence that the outcomes will lead to significant business improvements or service delivery.

Council's Enterprise Risk Register is reviewed by responsible risk owners as an ongoing function of management and at least each quarter as part of the quarterly review. A copy of this register can be viewed any

anytime by senior management and is presented annually to the Audit Committee and Executive Management Team (EMT).

Council maintains a separate Fraud Risk Register. The Fraud Risk Register is reviewed by responsible risk owners as an ongoing function of management and at least quarterly as part of the quarterly review.

2. Review of Annual Operational Plan

Pursuant to the *Local Government Regulation 2012* Section 174(3).

'The Chief Executive Officer must present a written assessment of the local government's progress towards implementing the annual Operational Plan at meetings of the local government held at regular interval of not more than three months.'

Report

1. Corporate Quarterly Review of Enterprise Risk

The Enterprise Risk Management register addresses Council's core enterprise risk from a strategic and operational perspective. All risks are assigned to risk owners who are responsible for monitoring and managing them with reviews undertaken at least quarterly.

Operational risks are monitored by the responsible managers at an operational level and within normal management capacity. Should any of these risks become a concern, the relevant manager will seek direction from the EMT to implement mitigation strategies outside of their normal operational resources.

The register is reviewed as part of the corporate quarterly review process. As at the end of Q2, all risk identified in the Enterprise Risk Register are deemed manageable and/or acceptable, within normal day-to-day management capacity.

The Enterprise Risk Management Framework was reviewed, and amendments approved by the EMT in October 2021. The framework is reviewed regularly to ensure currency and ensure it remains relevant to how Council manages risk.

The Fraud Risk Register is also reviewed as part of the quarterly review process. Fraud risks are reviewed by the risk owner to ensure risks are being identified and controls are in place to mitigate or reduce the risk.

To assist senior management in complying with their responsibility in relation to risk management, managers are required to complete an Annual Risk Statement. The purpose of the statement is to ensure that managers are thinking about risks specific to their strategic objectives, day-to-day operations, projects and events.

Managers hold responsibility around ensuring risks are being identified, included in relevant register and appropriate controls are in place to mitigate the risks. The annual statement also includes confirmation that projects and events have processes in place to manage risk.

2. Corporate Quarterly Review of Operational Plan

Attached is the second quarterly review of the 2021-22 Operational Plan with the 'quarter progress', 'overall progress' and 'measure of success' identified against each of the plan's success drivers.

The status and success indicators for the specific drivers in the Operational Plan clearly show Council has made progress on the delivery of its commitments during the second quarter. The COVID-19 pandemic still imposes uncertainty in some deliverables in particular the Health Services and Communities space.

3. Performance Summary

In addition to the specific success drivers within the Operational Plan, areas where senior management believes excellent outcomes were achieved during the 2021-22 are reported at 6-monthly internals for Q1/Q2 and Q3/Q4

of each year; thereby providing a snapshot of achievements, identified at the mid-point and end of the financial year.

A summary of performance achievement for Q1/Q2 is provided as follows:

Strong Diverse Economy

- 26 businesses attended the FREE Business Coaching Program Workshop across the region in partnership with local based company WIP Creatives.
- The Protein Jobs Fair was successfully held in September 2021 in collaboration with TSBE. 79 students, 47 jobseekers and 18 stallholders attended.
- Human Resources collaborated with the Economic Development department to deliver a career information session to Flaglines (Regional Placement Agency) in conjunction with the Protein Job Fair.
- Procurement Roadshows were held in August with 65 businesses attending. The roadshow provides local businesses an insight into Council's procurement processes and opportunities to provide services and goods for current and future projects.
- Construction commenced on the Miles CBD revitalisation project. This project focusses on creating a village feel and celebrating the unique features of Miles, whilst revitalising the Miles CBD to encourage more travellers to stop and stay in Miles, supporting the local economy. Council is delivering the project in partnership with the Federal Government's Local Roads and Community Infrastructure Program.
- Works to reinvigorate the Miles Visitor Information Centre and Historical Village Museum were completed. This project was delivered as part of Council's COVID-19 Recovery Package to secure and create jobs, with funding provided by the Queensland Government's COVID Works for Queensland program.
- Construction commenced on a new mountain biking precinct, 'Russell Park Mountain Bike Trail Project' at the Bunya Mountains. The project includes 28km of mountain bike trail to suit riders of all levels through the pristine Bunya Mountains, with significant civil and landscaping upgrade at Russell Park trailhead. Council is delivering the major project under its COVID-19 Recovery Package in partnership with the Australian Government's Local Roads and Community Infrastructure Program.

Active Vibrant Community

- Chinchilla Botanic Parkland continues to gain international recognition with the recent presentation of its third consecutive Green Flag Award.
- The gleaming water park in Chinchilla Botanical Parklands has proven to be a hit with kids - big and small. The water park had a facelift, with maintenance work and a fresh coat of paint finished just in time for the school holidays
- Five new regional entry signs were installed across the Western Downs to reflect our new Tourism branding.
- The 2021 Western Downs Regional Art Exhibition opened with 19 local artists showcasing their creative pieces at Lapunyah Art Gallery and online as a 3D virtual exhibition on westerndownsarts.com.au.
- The Jandowae Timbertown Tree sculpture, a three-metre-tall tourist attraction completed with funding awarded from Council's festival placemaking initiative for longstanding, promotional art pieces which celebrate community events.
- *10 Artists: Chapter Two*: Filming and post-production of the second iteration of the popular 10 Artists Project was completed with the videos ready for releasing on Council's social media pages. The videos will be released weekly through March and April to promote the gallery exhibition of *10 Artists: Chapter Two* opening at Dogwood Crossing in May.
- Council's first touring exhibition *Response to the Bunyas* is on track to tour through 2022-2023 calendar years. To date five venues are booked, with the first venue - Surat on Balonne Art Gallery - opening the exhibition on 26 February 2022.
- The Western Downs again welcomed the best of Australian short films as part of an exciting partnership between Western Downs Regional Council and FlickerFest Short Film Festival. FlickerFest visited Wandoan, Chinchilla, Bell and Meandarra in October screening a selection of award-winning, entertaining, and inspiring films from the 31st International Short Film Festival.
- Drive-in movies came to Miles, Tara and Dalby in July 2021 with over 650 people attending.
- Youth Month was celebrated in August 2021 with the following events:

- Fun Run Fever was hugely successful with over 1,200 people attending, having fun on the giant inflatables and fun run obstacle course.
- Discos were held across the region in partnership with local organisations, over 400 people attended.
- Groovin from the Garage returned with 21 local artists submitting a video of their original songs.
- Not Just for Laughs toured for the sixth time with Queensland comedians Mark McConville and Kat Davidson providing laughs and local musicians providing entertainment for more than 300 people across 3 shows held in Brigalow, Condamine and Kaimkillenbun.
- Council again partnered with SwimFit to deliver the popular regional pool parties in Chinchilla, Dalby, Jandowae, Miles and Moonie, where families enjoyed giant inflatables, live music and cooling off with their mates.
- 72 community organisations and individuals were successful in receiving grant funding totalling \$107,671.50.
- The first ever Smarty Grants Muster outside of a metropolitan area was held in October with 21 representatives attending in person. Significant issues had to be overcome through technology to allow for the Smarty Grants team to livestream from Melbourne.
- The Words Out West: Western Downs Readers and Writers Festival 2022 line-up announced for March 2022. For the first time, we launched "Shout Out", a Youth Storytelling competition.
- Pop-Up Library at Wandoan Workers Camp is a new initiative to raise awareness of the Library Service and increase library membership. The Pop-Up Library is stocked with books ranging from crime, science fiction, magazines, to picture books that workers can read via Zoom or Facetime to their children, as well as access to numerous online resources
- A National Backyard Cricket Grant gave Western Downs kids a unique opportunity to explore the fascinating world of Science, Technology, Engineering and Mathematics at a series of workshops delivered by STEM Punks. The children worked in teams to research dinosaurs and design the perfect prehistoric zoo to house them. Westmar and The Gums State Schools joined Moonie State School for the program and stayed on for a social lunch together. St Joseph's School at Tara also enjoyed the program.
- Libraries delivered 562 public programs which were attended by 4,330 residents. This included 233 residents assisted in setting up MyGov, Medicare & Qld Check In App to help protect our community,
- Libraries successfully acquired three grants from State Library of Queensland for Studio in a Box; First 5 Forever Storywalks & Baby Storytime Take Home Parent Kits.
- Chinchilla Library partnered with the Chinchilla Early Years Group to deliver Chinchilla Under 5's Day. There were 18 stall holders from various organisations that provide services to families. 120 families attended.
- With Council's support, the Western Downs SES Unit have steadily increased membership through volunteering drives and open days. Wandoan SES Group has been re-established since being suspended almost a decade ago due to low volunteer numbers. Funding for additional equipment and facility upgrades also reached levels not seen since the early 2000's.
- The much-welcomed rain fell a little too consistently bringing flooding across the region, wreaking havoc on electric lighting, pumps, barbecues; loss of plants, mulch and soil; as well as silt build up over paths. The parks team restored Myall Creek, Chinchilla Weir camping area, Tara Lagoon and Dogwood Creek walkway.
- Developed a Employee Services Volunteer register for staff that volunteer with emergency services.

Quality Lifestyle

- Council signed off on a major contract to transfer its aged and community care services to accredited not-for-profit provider Southern Cross Care Queensland (SCCQ).
- Lake Broadwater, Chinchilla Weir and Caliguel Lagoon Revitalisation projects completed which included new entry signage, formalised vehicle & RV parking, powered sites, camp kitchen, fire pits, shelters, picnic seating, BBQs, amenities block with shower (Lake Broadwater), lighting and landscaping.
- The first stage of the Waterloo Plain Environmental Park Revitalisation Project at Wandoan was completed in partnership with the Queensland Government's COVID Works for Queensland program. This project was delivered utilising local Wandoan and Western Downs suppliers and contractors and includes a new concrete footpath, water bubbler, picnic & BBQ settings and landscaping.

- Tara Lagoon Parklands Revitalisation project completed with a beautiful new boardwalk over the lagoon, new concrete footpaths, water bubblers, fire pits, picnic settings, landscaping, new barbeque areas, new amenities and new bitumen roads.
- An asset condition physical survey was completed on Council's local road and footpath network, providing up-to-date condition rating of these assets.
- 13km of underground stormwater infrastructure was cleaned, with a CCTV inspection and condition rating survey in progress.
- 13km of local roads were upgraded or reconstructed, ensuring Council roads are safe and well maintained.
- 69km of unsealed roads were gravel resheeted across the region providing safe all-weather access for road users.
- 3 new footpaths were constructed across the region, providing an additional 548 lineal metres of concrete footpath enabling all weather pedestrian access from residential areas to CBDs and key community facilities.
- Construction works continuing to restore Council's transport network from the February 2020 riverine flooding. 7 works packages across the region completed, 1 in progress, 3 awarded awaiting contractors' availability to commence. This flood damage package is being completed in partnership with Queensland Reconstruction Authority (QRA) as part of the Disaster Recovery Funding Arrangements (DRFA)'s Reconstruction of Essential Public Assets (REPA) funding program. All works packages are being delivered by skilled local Western Downs contractors - 100% local spend.
- Council's rainwater tank rebate scheme was expanded to prioritise rural communities with non-potable water supplies.
- The WDRC Disaster Dashboard released in November 2020 receiving strong community support and use especially through the Nov/Dec 2021 flooding. During this period the dashboard received;
 - 23,347 new users
 - 23,400 existing uses continuing to use the page
 - 168,870 page views
- During the Nov/Dev 2021 flooding events external staff effectively utilised the WDRC Incident Management System to provide road closure and traffic impact information more effectively and faster than ever before. This is a huge achievement given this specific event was region wide and had substantial impacts on resources.
- Two new waste transfer station upgrades have been delivered at Bell and Ducklo to improve facilities for the local community and enhance environmental outcomes for the region.
- Received national recognition at the Local Government Professionals Australian National Federation Award, winning the Community Service Award for the 'Shaping Stronger, More Resilient and Productive Communities' project.
- The region welcomed 14 new Australian citizens.

Sustainable Organisation

- Online Animal Registration made available to the public.
- Infringement notices issued electronically, making data processing more efficient.
- Launch of WebChat on Council's website to provide another communication channel for our customers.
- Quarterly fleet actual utilisation reviews conducted in Q1 and Q2, with frontline fleet and plant projected to meet or exceed industry and/or WDRC target fleet utilisation hours.
- Council reviewed fleet and plant assets with 48 surplus items and 17 replacement items disposed of via auction ensuring Council's fleet remains agile and reflective of current operational requirements.
- Developed a COVID-19 policy and fact sheet, as well as, identifying positions mandated for the vaccination and coordinated with the business to obtain employees' vaccination status.
- Conducted one on one meetings with Health Services staff following the signing of the contract to divest the Health Services business to Southern Cross Care.
- Max Solutions, WDRC's Employee Assistance Program provider conducted information sessions with the Human Resource Team.
- Human Resources staff visit a different area within Council each month, meeting with staff and supervisors.
- HR Manager update meetings occurred with Managers each month providing up to date reports on their staff and discuss future requirements for their area.

- 16 Safety Walks conducted across Chinchilla, Wandoan, Miles, Dalby and Tara
- Silicosis awareness sessions conducted.
- Dust, noise and quartz testing conducted at quarries.
- Face to face risk management training completed for all Community Care staff.
- Drug and alcohol blanket testing completed.
- Mines and Quarry safety reset conducted with the technical services team at Jimbour Quarry, Merkers Pit and Horse Creek Pit. The reset was for improving safety culture through better hazard and incident reporting, without fear, to encourage vigilance and diligence in hazard identification and risk control.
- Audit conducted on servicing contractors (fire extinguishers and electrical test and tag).
- Safe Work Month in October focused on Driver Awareness (reversing, distraction and fatigue) and Heat Stress Management.
- Transition to new Aust Roads standard for temporary traffic management completed.
- Mental Health Awareness - Mind Matters roadshow rolled out across the region focusing on positive mindset and taking proactive measures to improve our well-being.
- 167 employees formed 34 teams for the 10,000 Steps Challenge.
- Winners of the Non-Profit / Local Government category at the 2021 Australian Service Excellence Awards (Customer Service Institute of Australia) for our commitment to providing quality customer service.
- Mitch Pogan won Bob Marshman Trainee of the Year at the State Finals and went on to be a finalist in the Australian Training Awards during November.
- WDRC won the Large Employer of the Year Award at the Queensland Training Award State Finals.
- WDRC hosted the Rural Management Challenge and LGAQ Regional Branch Forum in October with the WDRC team 'Western Downs Experience' winning the 2021 Rural Management Challenge.
- 185 applications were received for the 2022 Kick Start your career campaign. The recruitment for these roles has now been completed.

Consultation (Internal/External)

The quarterly review of the Enterprise Risk Register, Fraud Risk Register and the 2021-22 Operational Plan is built from information provided by each responsible manager.

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 review of the Enterprise Risk Register by responsible managers reveals no major risks of concern to the organisation. The challenge to management is to continue to embed a risk aware culture, which still allow the organisation to be poised to take advantage of opportunities as they arise. Naturally, there are risks around fraud and workplace health and safety, for which the organisation has a zero-risk appetite. A separate Fraud Risk Register serves to further highlight this area of risk to both management and the organisation.

The review of the Operational Plan outcomes show Council is progressing toward its commitments in the 2021-22 financial year.

Attachments

1. Q2 2021-22 Enterprise Risk and Operational Plan Review

Authored by: W. Burton, PERFORMANCE, RISK AND REPORTING OFFICER



Q2 2021 2022

WESTERN DOWNS REGIONAL COUNCIL

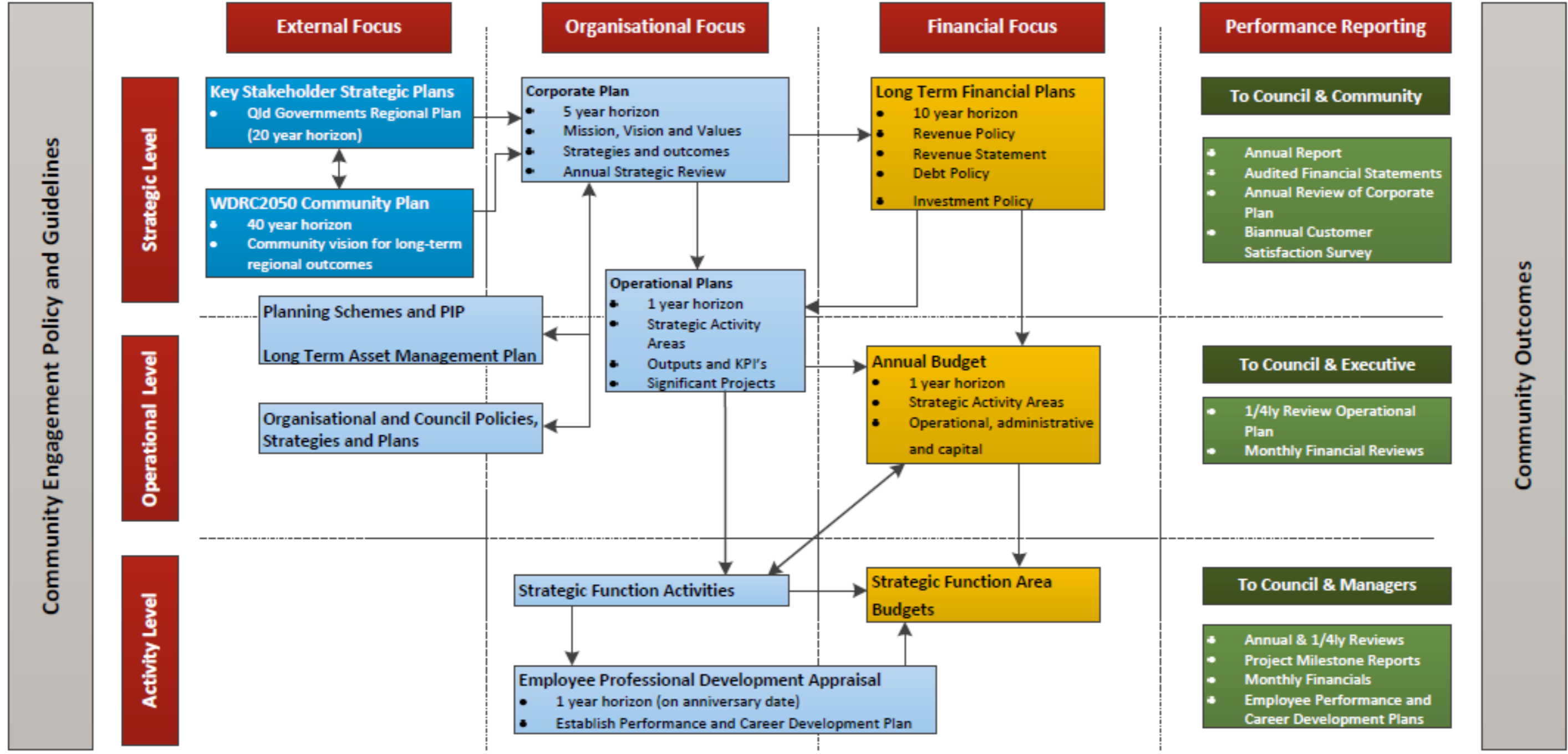
ENTERPRISE RISK & OPERATIONAL PLAN REVIEW

1 October to 31 December 2021

A DIVERSE REGION AT THE FOREFRONT OF THE CHANGING WORLD



WDRC Strategic Planning and Performance Management Framework



WDRC RISK APPETITE STATEMENT

Council has a high appetite for initiatives where there is a good understanding of the risk, and there is confidence that the outcomes will lead to significant business improvements or service delivery.

ENTERPRISE RISK MANAGEMENT

QTR 2 - 2021 / 22

STRATEGIC RISKS :

Strategic Risks relate to the Whole of Council. These risks affect the longer-term interests of the Council and the Community, they affect service delivery, and they have an organisation wide focus

Area of Risk	The Risk	Inherent Risk - Consequence	Inherent Risk - Likelihood	Inherent Risk - Impact	Mitigation / Control Measures currently in place	Residual Consequence	Residual Likelihood	Residual Consequence	Effectiveness of Current Measures	Treatment for Residual Risk Level	Responsible Officer?
FINANCE Low Risk Appetite	Council's long term financial sustainability being impacted by long term operating deficits.	Major	Almost Certain	Extreme	<ul style="list-style-type: none"> Established and well understood budgetary process (proactive) Financial Management Strategy is in place which details financial sustainability indicators and for which there is strong commitment (proactive) Forward planning & budgeting (10 yr Financial Plan) is undertaken (proactive) which includes scenario analysis Income & expenditure modelling is undertaken including using conservative population growth forecasts (proactive) Strategic asset management planning, linking into Capital & Maintenance Works Programs (10 Yr) & debt/funding needs in long term financial forecasting is undertaken (proactive) Complex issues are presented in detailed workshops with elected members & key staff (proactive) Revenue Statement is reviewed for potential drafting weaknesses by external legal advice and internal General Counsel (proactive) Monitoring of progress against budget undertaken monthly including half year budget review (reactive) Operations staff understand financial aspects relevant to roles i.e. delegations and procurement practice (proactive & reactive) Workforce planning considers affordability of positions (proactive) Local Government Legislation provides a sound regulatory background environment (proactive) Bank reconciliations are undertaken daily (reactive) Sound procurement practice which is delivering real savings (proactive) Insurance policies are regularly reviewed (proactive) Queensland Audit Office has a significant focus on financial sustainability and compiles an annual report to Parliament on sustainability of local government and other factors (reactive) One of the four pillars of the Corporate Plan for 2017-22 is Financial Sustainability (proactive) 	Minor	Unlikely	Low	Good	RETAIN the Risk	Chief Financial Officer
TECHNOLOGY Low Risk Appetite	Loss of system and data impacting on operations	Catastrophic	Almost Certain	Extreme	<ul style="list-style-type: none"> Backup to new cloud backup infrastructure (Proactive) Virtualised server environment (Proactive) Tapes are no longer required due to cloud based system. Change Management practices in place (Proactive) Monthly security patching (Proactive) Infrastructure Systems Monitoring for availability - Solarwinds (Proactive) Daily audit reports available for Civica Authority (Reactive) Continual improvement of Standard Work Practices (Proactive) Response plans - Business Continuity Plan (Proactive) Mobile device/storage encryption (Proactive) Staff awareness program on cyber security (Proactive) Investment in edge security & endpoint security platforms (Proactive) Ongoing security/penetration testing (Proactive) Biannual Testing of Disaster Recovery (Proactive) Implementation of an IT Management Information System - improved knowledge, problem, change and asset management (Proactive) Up to date policies for Cyber Security (Proactive) Use of recognised Project Management methodology (Proactive) Cyber security insurance (Reactive) Identity and user access control - ensuring effective role-based security (Proactive) 	Moderate	Unlikely	Moderate	Good	RETAIN the Risk	Chief Information Officer
BUSINESS CONTINUITY Low Risk Appetite	Council unable to continue to deliver critical business functions and services in a disruptive event	Major	Almost Certain	Extreme	<ul style="list-style-type: none"> Business Continuity Policy, and Business Continuity Framework reviewed and endorsed by Executive Management Team (Proactive) Business Impact Analysis (BIA's) conducted to identify critical business functions/services required to operate during a disruptive event (Proactive) BIA's reviewed and endorsed by Executive Management Team (Proactive) Business Continuity Plans (BCP's) developed and stored in the cloud for all critical functions/services identified by BIA's (Proactive) BCP's endorsed by Executive Management Team (Proactive) BCP Policy, Framework, BIA's and BCP's independently reviewed (Proactive) BCP Desktop Test Exercise conducted in 2020 (Proactive) Data backup and disaster recovery cloud based enabling access during a disruptive event 	Moderate	Unlikely	Moderate	Good	RETAIN the Risk	General Manager Corporate Services
DISASTER RESILIENCE Low Risk Appetite	Business and community unable to effectively respond in the event of a disaster	Major	Likely	Significant	<ul style="list-style-type: none"> Effective contract management (Proactive) Safety systems (Proactive) Effective procurement policies/management (Proactive) Effective management of Disaster Management Plan (Proactive) Other providers available to do the work if the core supplier fails (in some instances) (Reactive) Preferred Supplier Arrangements in place (Proactive) IT Disaster Recovery (Reactive) Coordinated internal and external corporate communications (Reactive) Monitoring of weather forecasts (including flood alerts) (Proactive) QERMF Risk Assessments on Natural Hazards (Proactive) WDRC Guardian IMS and Disaster Dashboard live 2021 	Major	Possible	Significant	Fair	RETAIN the Risk	General Manager Infrastructure Services

STRATEGIC ENTERPRISE RISKS - Continued

Area of Risk	The Risk	Inherent Risk - Consequence	Inherent Risk - Likelihood	Inherent Risk - Impact	Mitigation / Control Measures currently in place	Residual Consequence	Residual Likelihood	Residual Consequence	Effectiveness of Current Measures	Treatment for Residual Risk level	Responsible Officer?
CULTURE High Risk Appetite	The work culture is inconsistent with the organisation's objectives	Major	Likely	Significant	<ul style="list-style-type: none"> Established Organisational Structure (Proactive) Council performance reporting (Reactive) Corporate and Operational Plan Quarterly reporting (Reactive) Employee Performance Agreements in place (Proactive) Corporate Onboarding (Proactive) Learning and Development Framework in place (Proactive) Staff Risk appetite awareness (Proactive) Staff Recognition and Length of Service programs (Proactive) Staff Mentoring program Internal Communication Systems (Intranet, staff meetings, messaging, localising and engaging) (Proactive) GROW@Work program Innovation Lab Staff Leave management (Proactive) Performance management (Proactive) Staff values clearly communicated (Proactive) WorkVibe (Proactive) We Are WDRC Awards Employee Wellness Programs Safety First 	Moderate	Possible	Moderate	Good	RETAIN the Risk	General Manager Corporate Services
FRAUD & CORRUPTION Zero Risk Appetite	Significant misappropriation or theft of Council funds / assets / information. Exposure to fraud or corruption - damage to reputation, organisational culture and financial loss.	Major	Almost Certain	Extreme	<ul style="list-style-type: none"> Separate Fraud Risk Register Established that identifies proactive and reactive controls (Proactive) Risk owners and risk managers required to provide annual statements attesting to active identification and management of risk (Proactive) Fraud and corruption Policy and Framework in place and reviewed regularly (Proactive) Regular fraud and corruption awareness training program (Proactive) Regular ethics training program (Proactive) Employee code of conduct in place (Proactive) Councillor code of conduct in place (Proactive) Effective leave management in place (Proactive) Systems in place for reporting suspected fraudulent or corrupt activity (Proactive) Delegations of authority including financial delegations (Proactive) Financial system controls (Proactive) Controls in place for software system user access (Proactive) Expenditure and payments system financial controls in place (Reactive) Segregation of duties (Proactive) Management accountability to actively monitor for fraud and corruption (Reactive) System access control and forced revision of passwords (Proactive) Action taken if theft/misappropriation occurs (Reactive) Fraud risk routinely discussed as agenda item at all team meetings (Proactive) Internal audit function overseen by Audit Committee (Proactive) Budget approval and review process (Reactive) Conflict of Interest declarations, secondary employment declarations (Proactive) Police checks undertaken as part of pre-employment assessments for all relevant positions (Proactive) Established and widely promoted organisational values (Proactive) Independent Internal Audit oversight (Proactive) External contract Internal Audit function provides broader experience and skill sets to audit (Proactive) 	Moderate	Possible	Moderate	Good	CONTROL the Risk	Customer Service & Governance Manager
SAFETY Low Risk Appetite	Safety - injuring workers and decreased Community wellbeing	Major	Likely	Significant	<ul style="list-style-type: none"> Established Workplace Safety Management System (includes training and awareness) (Proactive) Risk assessments carried out and standard work practices in place for the delivery of essential services (Proactive) Compliance with Standards/Legislation (Reactive) Incidents are recorded in Beakon "incident management system" (Reactive). Training is conducted for all relevant staff on the use of Beakon "incident management system"(Proactive) Risk trends are identified in all Council areas and activities (Proactive) There is a Safety audit program across Council - includes Safety Walk attended by Executive and WHS Representatives (Proactive) Ad-hoc training is delivered to staff (Proactive) A rehabilitation service is in place for early return to work of injured workers (Reactive) Upskilling training is provided for WHS Advisors (Proactive) Tool box talks conducted with staff in high risk areas (Proactive) Plant used by Council staff is 'fit for purpose' (Proactive) Statewide workplace injury trends are monitored (Proactive) Safety First culture is embedded across Council (Proactive) In-house programs are delivered (ie. Menat! Health awareness, 10,000 steps, flu vaccinations, job specific immunisations) (Proactive) A fleet risk management plan has been developed with improvement actions identified. Targeted training implemented for repeat incidents (Reactive) 	Moderate	Unlikely	Moderate	Good	RETAIN the Risk	Chief Human Resource Officer

Operational Plan 2021 / 2022



The 2021 / 2022 Operational Plan is developed by the Management and Executive Team of Western Downs Regional, in response to the commitments of Council's Corporate Plan 2021 - 2026

A DIVERSE REGION AT THE FOREFRONT OF THE CHANGING WORLD

Advocacy - A Regional Voice

To actively seek and foster strategic partnerships | For a long term domestic and industrial water supply for our region | For health and social services that ensure 'Whole of Life' care for our residents | For a safe and well maintained state and federal road network | For telecommunication and digital connectivity to support and advance our region

Managing Operational Risks

Section 175 of the *Local Government Regulation 2012* requires that the Operational Plan include a statement as to how Council will manager operational risks. The operational planning process includes management of Council's strategic and operational risks. Council's commitment to risk management is outlined in the Enterprise Risk Management Policy and Enterprise Risk Management Framework and is based on Standard AS ISO 31000:2018 Risk Management - Guidelines.

Risk Appetite Statement

Council has a high appetite for initiatives where there is a good understanding of the risk, and there is confidence that the outcomes will lead to significant business improvements or service delivery.

Review and Reporting

Council's 2021 - 2026 Corporate Plan provides clear and concise strategic direction to guide operational activities. The Plan identifies four strategic priorities and outlines the success we are aspiring to achieve under each of the ese priority areas. The Operation Plan is reviewed, assessed and report to Council on a quarterly basis. An annual review of the Corporate and Operational Plans is also presented to Council and the Community in the Annual Report.

MEANINGFUL COMMUNICATIONS & COMMUNITY ENGAGEMENT

Operational Plan Strategies, are reported herewith.



Actions toward meeting success drivers	Accountability	Expected Completion Date	Quarter Progress Status	Overall Progress	Amended Completion Date	Measure of Success - a measurable outcome as a direct result of this Action	How successful has this outcome been achieved for this Quarter?
We aggressively attract business and investment opportunities							
Identify and enable opportunities that facilitate new investment to the region.	Economic Development Manager	30.06.22	●	50%		Complete a review of Council owned land and identify opportunities for investment attraction. A minimum of 10 quality leads per annum are obtained to attract new investment to the region.	Representatives of Council's Economic Development team attended the TSBE Enterprise Evenings held on 11 November at the Chinchilla Cultural Centre and 9 December at Toowoomba Wellcamp Airport. 3 quality leads have been followed-up that were sourced at these events.
Identify and enable activities that facilitate the development of local business and business leaders, both new and existing.	Economic Development Manager	30.06.22	●	50%		2 activities are completed, under partnership agreements with regional chambers, that are designed to develop and strengthen local businesses. 1 activity is delivered, under partnership agreements with regional chambers, to develop youth leaders.	In November 2021 Council's Economic Development team launched the Youth Business Program, a brand-new program to support and educate young entrepreneurs to either set up or grow their business. The program consists of 10 free online modules, developed by "Future Anything", including helpful resources and templates that are available via Council's website. Online modules cover a range of topics such as business start-up, market research, customer profiles, branding and marketing, calculating profits, licences, insurance, ABN, tax and more. A number of high schools in the region have incorporated these modules within the curriculum to encourage entrepreneurship. A total of 86 students have benefitted of this program so far. The Chinchilla BEST Group held their graduation breakfast for all the grade 12 school students, which was held at the Chinchilla Botanic Parklands. Chinchilla BEST Group is a program that links schools and local businesses to ensure future opportunities for our local students.
We will have meaningful engagement with the development industry to seek feedback and encourage quality development outcomes.	Planning & Environment Manager	30.06.22	●	50%		10 targeted liaison and feedback meetings held with developers per annum.	On track with 5 targeted consultations conducted in Q1 and Q2. Further targeted consultations were undertaken; 1 with only general feedback provided, and 1 specifically regarding housing demand that has been relevant to a strategic planning project underway.
Review Dalby CBD Major Centre Zone.	Planning & Environment Manager	31.03.22	●	25%		Develop a visionary concept plan to transform the Dalby CBD into a high value and regionally significant centre.	Initial steps for this project have commenced, seeking to address the visionary aspect of the operational plan item to ensure that the project results in a valuable and worthwhile deliverable.
Our development assessment timeframes will be amongst the best in the state.	Planning & Environment Manager	30.06.22	●	50%		>90% of development applications are decided within allocated timeframes. Code assessable development applications are completed in under 15 business days on average (compared to statutory timeframe of 70 business days)	Efforts are being made to maintain assessment timeframes within the approved KPI. With the completion of the 'free fees' under the COVID-19 Stimulus Package, a significant increase in applications were received, many of these having been finalised this quarter (following referrals, information requests). A very high number of applications required information requests (54%) due to the lower than usual quality of applications, this significantly impacts timeframes. The average assessment period was 19.7 days, which is still significantly under the statutory timeframe.
Our region is a recognised leader in agribusiness, energy and manufacturing							
Improve access to Council's road network for Higher Productivity Vehicles (HPV) to benefit local businesses.	Technical Services Manager	30.06.22	●	50%		There is a continued increase in the number of pre-approved National Heavy Vehicle Regulator (NHVR) transport routes across the region to provide local businesses access to the Main Roads network.	Jimbou Station Road / Bunya Highway intersection left turn lane approved by DTMR, construction to follow.
Identify and enable opportunities that facilitate industry leading trials or activity in the region.	Economic Development Manager	31.03.22	●	25%		An innovative trial is established and promoted, under partnership, in the region.	The Economic Development team held an initial meeting with TSBE in Q1 about potential industry leading trials. The team continues conversations with industry stakeholders.
We deliver water security to enable future economic growth							
Augment available water supply through the development of treated water capacity.	Utilities Manager	30.06.22	●	25%		Maintain water security through construction of a Hutton GAB bore supply as outlined in the Dalby Water Supply Upgrade Program. Increase the capacity of the Dalby evaporative ponds to maintain desalination process capacity. Complete Dalby Low Level Reservoir siting study to maintain appropriate treated water storage levels.	The Hutton bore and evaporation pond project has been put on hold due to a delay in the licence transfer approval from the Department of Regional Development Manufacturing and Water. The Dalby Water Supply Upgrade Project will be reconfigured to ensure continued progress.
Support community drought resilience through promotion of Council's Rainwater Tank Incentive Program.	Utilities Manager	30.03.22	●	50%		100% of allocated rainwater tank rebates are committed by March 2022. 100% of payment requests following rainwater tank installation are inspected and paid within 4 weeks of submission.	66% of rainwater water rebates have been committed to the end of Q2; this is on track to meet the measure of success. 100% of payment requests following rainwater tank installation were inspected and paid for within 4 weeks in Q2.
We proactively advance our region as a tourism destination							
Value-add to and enable the growth and development of tourist markets to increase visitor night stay in the region.	Economic Development Manager	31.12.21	●	50%	31.03.22	Deliver a campaign to actively target the various camping markets and showcase the upgraded camping, caravanning and recreation sites. Leverage existing events to extend visitor night stay in the region.	Delivery of a camping campaign via social media, website and blogs promoting the 5 upgraded sites. Total Facebook reach 16,8652, total post reactions 2,106 and total link clicks 16,625. Working closely with accommodation providers to add the tourism website link to theirs, increasing linkages and increasing search engine optimisation.
Value-add to and enable the growth and development of the region's destination events through strategic stakeholder engagement and tourism marketing.	Economic Development Manager	30.06.22	●	25%		10% increase in attendance at Council's recognised destination events measure by data collection from event committees and ticketing platforms.	No major events were held in Q2. Strategic plan in place to promote all major events (4) to be held later in the calendar year. Only Jandowae Timbertown Festival is within this financial period. Targeted marketing plan in process to actively promote the opening of Bunya Mountains 'Russell Park Bike Trails'.
Enable increased capacity within our tourism product across our region.	Economic Development Manager	30.06.22	●	50%		Deliver a program through partnership, to develop a minimum of 2 market ready and packaged local products that can be sold through distribution channels.	Council continue to support the new tourism package experiences in the region, Jimbour House Tours and guided tours at the Miles Historical Village and Museum. Currently investigating the commencement of a Dalby Saleyard tour and possible collaboration with K-Bun Carriages (local Dalby supplier).
Attract new destination events to be held in the region.	Communities Manager	31.03.22	●	25%	31.12.22	Marketing of Council's destination event funding program attracts a minimum of 1 new destination event held in the region.	Despite extensive promotion of funding through Council's media channels and the Grants and Funding Program, 1 EOI was received for a December 2021 event, which did not proceed. Anecdotal evidence is that festival groups and event organisers are still risk averse due to the potential impacts of new or further COVID restrictions on events. With the impact of COVID and restrictions being an unknown, will continue to promote funding and seek new opportunities in 2022.

Actions toward meeting success drivers	Accountability	Expected Completion Date	Quarter Progress Status	Overall Progress	Amended Completion Date	Measure of Success - a measurable outcome as a direct result of this Action	How successful has this outcome been achieved for this Quarter?
Our business and industry actively live and buy local							
Identify opportunities that attract and retain skilled workers and their families to our region's towns.	Economic Development Manager	31.03.22	●	50%		<p>Through partnership, host a targeted Intensive Ag Skills Expo in the region.</p> <p>Develop targeted initiatives following the completion of the skills gap analysis for the region.</p> <p>Leverage the new brand 'It's the people that make it' to deliver a campaign targeted to attract people to Western Downs in identified skill gap areas.</p>	<p>Deloitte Access was engaged by TSBE to provide detailed analysis on current and future workforce supply for the Western Downs region to support the future pipeline of projects. This report was released in September, and reports that the skills gap in the region will increase from 4,610 in 2020 to 7,788 in 2030. The report provides a detailed overview of the occupations most affected by this skills gap.</p> <p>The Economic Development team is in the process of developing targeted initiatives to attract and retain a skilled workforce, including attending career days internal and external to the region; investigating opportunities to attract a skilled workforce from overseas; and advocacy for critical services such as childcare to be expanded.</p> <p>These will be delivered in Q3 and Q4. In addition, a marketing campaign will be prepared that will kick-off commencing FY 2022-23.</p> <p>In November, TSBE, in conjunction with Council's Economic Development team, finalised a new LIVE Western Downs magazine. The magazine celebrates what an incredible place the Western Downs is to live, work and play and is an important resource for population and workforce attraction. The magazine was launched at the Enterprise Evening held in Chinchilla on 11 November 2021.</p> <p>Aligned with the magazine, digital footers and icons have been created that businesses can use in their emails, job advertisements and websites. When visitors click on the icons, they will be redirected to the digital version of the LIVE Western Downs magazine.</p>
Residential and community based health services buy local where possible; recruit and encourage staff to live local and support local communities.	Health Services Manager	30.06.22	●	50%		<p>The current ratio (7:3) of local to non-local suppliers is retained or increased.</p> <p>>75% of vacant Health Services roles will be filled by candidates living locally or prepared to permanently relocate.</p>	<p>A ratio of 7:3 of local vs. non local suppliers is being maintained.</p> <p>This quarter Health Services has been able to meet 75% of vacant roles being filled by candidates living locally or prepared to permanently relocate.</p>
Enable businesses and industry to live local and buy local.	Economic Development Manager	30.06.22	●	50%		<p>1 initiative is delivered, under partnership agreement with regional chambers, designed to promote 'live local and buy local'.</p>	<p>Council's Economic Development team connected 'Local Buy' to all 6 Chambers of Commerce in the region. 'Local Buy' is delivering the Local Buy Roadshow and visited Dalby and Chinchilla on 18 November 2021 to promote the platform to local businesses.</p> <p>'Local Buy' has proposed to continue the roadshow in February 2022 and to visit other towns in the region.</p>
Major projects drive economic growth, sustainability and local spend.	Facilities Manager	30.06.22	●	50%		<p>100% of major project tenders are assessed on potential local content.</p>	<p>100% of all project spending is assessed for local content potential. 75% of total Q2 spend is local.</p>
Commit where possible within the value for money philosophy that spend is local.	Chief Executive Officer	30.06.22	●	50%		<p>60% of Council spend is within businesses within the region.</p>	<p>51.15% local spend (12-month rolling average). Large payments to non-local contractors for stimulus projects are expected to keep this figure below 60% for the foreseeable future.</p>

Actions undertaken toward meeting success drivers	Accountability	Expected Completion Date	Quarterly Progress Status	Overall Progress	Amended Completion Date	Measure of Success - a measurable outcome as a direct result of this Action	How successful has this outcome been achieved for this Quarter
We are a happy, inclusive community, proud of where we live							
Our team will continue to work with the community to improve attitudes towards responsible pet ownership and to improve the behaviours of animal owners.	Planning & Environment Manager	30.06.22	●	50%		Council initiatives result in increasing numbers of desexed animals in the community. Customer service surveys of animal management activities achieve a high ranking result.	Animal management desexing and rehoming programs continued in Q2. The Customer Service Survey was not due to be undertaken during this quarter.
Deliver a campaign to educate the local community on what to explore and experience within the Western Downs region.	Economic Development Manager	30.06.22	●	50%		Number of local businesses promoting the new brand campaign "Experience Western Downs - It's the people that make it" through various channels (i.e. advertising; marketing brochure content; merchandise etc.). Engagement undertaken with all schools across the region to encourage study of 'local heroes' and to encourage local families to explore our region.	A large percentage of both business and tourism business and restaurants/cafes have the branding stickers in their shop fronts. All fleet vehicles carry the branding. Street banner poles continue to display branding as does all advertising (brochure, billboards, online) and visitor information centres. The family campaign delivered in Q1 was replaced by the camping and caravanning in the region campaign. Camping trails traffic campaign generated 14,251 link clicks at a low cost per click of \$0.10 (CPC) and a high click-through rate of 2.61% (CTR). This is a very positive result when compared to performance benchmarks which sit at an average CPC of \$0.35 and CTR of 0.90% respectively.
Strong community relationships, genuine community engagement and effective communications are at the centre of our decision making.	Communication & Marketing Manager	30.06.22	●	50%		Prepare a communication and community engagement strategy in consultation with Councillors.	A consultancy brief has been prepared to go to market in early 2022. From here, a consultant will be selected and delivery of the strategy will commence in consultation with Councillors.
Actively demonstrate meaningful communication by ensuring residents have access to the latest Council news and information.	Communication & Marketing Manager	30.06.22	●	50%		Council's communications channels are regularly promoted in the community with platforms advertised at least once per month.	This is being delivered as per previous quarter. Our communications channels are promoted via various means several times a month with particular focus on promoting the core mediums which are social media, E-News and the corporate website.
Environmental health programs focus on improving community health, safety and amenity outcomes.	Planning & Environment Manager	30.06.22	●	50%		100% of food premises are inspected annually. Customer service surveys of environmental health programs achieve a high ranking result.	Not achieved, with 13% of premises inspected at the end of the quarter. As reported in the previous report, 2 environmental health vacancies prevented inspections being undertaken until November 2021, with a catch up program being developed.
Our people of diverse backgrounds and ages are united by social, cultural and sporting activities							
The Western Downs is recognised as a region that is culturally thriving and active.	Communities Manager	30.06.22	●	50%		Promote Western Downs Arts website as a showcase of local artists, art collections and initiatives including the annual Regional Artist Exhibition. Libraries host a storytelling and short story competition to encourage local literary talent. Develop and deliver a range of arts and cultural initiatives, exhibitions, programs, and partnerships to improve creative industries and networks within the region.	Our Western Downs Arts website hosts our local exhibitions, and keeps a catalogue of past exhibitions in a modern, user friendly manner https://www.westerndownsarts.com.au/ . A story telling and writing competition aimed at Western Downs high school children was launched, and 7 quality entries received. The submitted stories are judged by a learned panel, and the winners announced at the upcoming Words Out West Readers and Writers Festival. Despite the restrictions, and underlying fear of COVID, especially in our elder community, Council delivered: The second round of "10 Artists" known as "10 Artists Chapter Two" was completed successfully, with the pre-launch event held at Jubri's Hideaway in November. "Response to the Bunyas" exhibition is on display till 15 January 2022 in Dogwood Crossing Gallery, showcasing our local artists and initiatives. Major exhibition of local artists "Living in the Anthropocene Epoch" in Lapunyah Art Gallery, where we displayed our first digital artwork by local Seth Cerke, comprising of 160,000 single photos overlaid to be a moving picture. FlickerFest for the second year in a row at 3 venues, enticing the Western Downs community with cutting edge Australian movies. Ongoing workshops, including an International Coffee Day, #kidsingalleries and other public programs.
In partnership with community support; deliver events that encourage social connection.	Communities Manager	30.06.22	●	50%		Our community is actively engaged through the delivery of themed monthly events across the region. The 'MyWestemDowns' community and events portal is actively promoted with a 15% increase in visitation and use of the portal by local community groups and residents.	Throughout Q2, Community Activation and Library Services delivered all events as planned. Seniors' Month was successfully delivered in October with 13 individual events aimed at our seniors. Focusing on community awareness of domestic violence, together with the QPS, and Goondir's Big Buddy project Council delivered and installed the first Red Bench in Western Downs at the Dalby Courthouse. Popular and successful pool parties were held through November. Annual Christmas celebrations remained a community favourite, despite the rain leading to the cancellation of the Dalby Light-Up event. A new addition brought together local schools with Christmas spirit, with the launch of the "Ready Set Glow" competition where schools decorated their entrances, and some really creative entries were received. The popular Groovin from the Garage competition received 21 submissions from 16 artists.
Our parks, open spaces, and community facilities are alive with activities and connect our communities							
Major community venue use is optimised and strategically marketed to attract events and activities.	Facilities Manager	30.06.22	●	50%		20% increase in booking rates of major community venues.	Dalby Event Centre bookings increased 55%, compared to same time last year.
Maximise opportunities for community groups to be actively involved in our community facilities, build capacity and self-reliance.	Facilities Manager	30.06.22	●	25%		100% of works by community groups at Council facilities are completed under an agreement.	Agreement implementation and change management processes are underway. This exercise has been more complex than originally envisaged and will be a multi-year undertaking.
We are a strong sustainable community supported by volunteers							
Health Services staff acknowledge the contribution of volunteers that enhances the consumer experience and actively seek to welcome new volunteers into its services.	Health Services Manager	30.06.22	●	25%		There is a 10% increase in Health Services volunteer numbers.	Continuing COVID restrictions have affected the ability to utilise volunteers.
Active volunteer involvement and engagement promotes enduring social, cultural and economic value to Council, the community and visitors to the region.	Communities Manager	30.06.22	●	50%		Trial a new volunteering initiative that build skilled capacity across the region. Volunteers supporting the delivery of Council services, receive recognition and are provided with upskilling opportunities. Volunteering opportunities are promoted throughout the region.	Council hosted the first ever regional "Grants Muster". It was held at the Dalby Event Centre, bringing 21 attendees from all over Qld in person, and digitally from Melbourne to this successful event. Our 105 volunteers delivered 2,109 hours of volunteering service to the community. The Communities and Economic Development teams developed Council's first Volunteers Strategy with the help of industry specialist Mark Creyton. This strategy will provide a long term focus on promoting volunteerism, especially in event volunteering. The aim is to trial this in July with the Tara Festival of Culture and Camel Races.
We empower communities to develop local initiatives and events							
Our communities have access to appropriate grants and funding.	Communities Manager	30.06.22	●	75%		Deliver grant workshops and provide online support to community groups to build capacity and gain greater success in obtaining funding and access to programs. Community groups are linked to free support services available within the region such as grant writers, business navigators etc.	Grants Muster successfully delivered in October in Dalby, attended by 21 representatives of the volunteering industry in Qld. The Grants and Funding team will deliver a series of grants workshops throughout the region in Q4. Over the last quarter Council funded 33 community projects totalling \$70,105.72, with a total project cost of \$290,165.40.
Our community events are well promoted.	Communication & Marketing Manager	30.06.22	●	50%		100% of community events have access to Council communication platforms.	Communications and Marketing is proactively promoting the avenue in which community groups can promote their events with Council. A direct example of this is providing the Communities team with content to populate their email direct marketing and tools to further promote avenues to community groups. This is also promoted through social media, billboards, and via our website.

Actions undertaken toward meeting success drivers	Accountability	Expected Completion Date	Quarterly Progress Status	Overall Progress	Amended Completion Date	Measure of Success - a measurable outcome as a direct result of this Action	How successful has this outcome been achieved for this Quarter
Our residents are provided with modern infrastructure and quality essential services across our region							
Improve and maintain the reliability of water supply and sewerage networks regionally.	Utilities Manager	30.06.22	●	50%		Achieve <25 water main breaks/100km of water mains regionally. Achieve <40 sewer main breaks/100km of sewer mains regionally. Achieve >90% compliance with customer service standard average response time for water incidents (breaks and leaks) annually.	11 water main breaks/100km of water mains occurred in Q2. This is trending higher than desired number of water break. On track to meet sewer main break/100km main ration with ratio = less than 1. 83% compliance was achieved with CSS average response time for water incidents this quarter.
A well connected and maintained footpath network, links our residents to key community facilities and CBD.	Senior Works Manager	30.06.22	●	50%		The footpath network is inspected and maintained as per the Transport Asset Maintenance Management Plan (TAMMP). Footpath renewals and upgrades are reported quarterly.	59 footpath defects repaired in Q2. 548lm of new footpath constructed in Q1 & Q2.
Modern utilities assets reduce maintenance expenditure and provide reliable customer service.	Utilities Manager	30.06.22	●	0%		Complete design and tender documentation for the Jandowae Spillway Upgrade.	The Jandowae Dam Spillway design consultancy has closed and Council has received no submissions due to high industry demand of this specialised service. Council is appealing to the dam safety regulator to pursue alternative contractors.
An up-to-date 10 year Capital Works Program is in place.	Utilities Manager	31.03.22	●	50%		The 10 year Capital Works Program is developed and integrates with our asset management systems.	The capital program is routinely updated at the Utilities Project meeting.
Health Services staff advocate for a suite of regional health services providing the community with 'whole of life' care; target State, Federal government and private investment in health services in the Western Downs region and promote regional interagency collaboration.	Health Services Manager	30.06.22	●	75%		Identification of a minimum of 2 leads to attract investment in additional health services to the Western Downs region.	Transfer of Health Services to Southern Cross Care Queensland (SCCQ) effective from 01.04.22
Western Downs Regional Council will deliver safe, inclusive, quality care and services throughout its aged care services. In collaboration with the organisations governing body, services will be delivered to the community under a strong organisational and clinical governance framework, demonstrated by ongoing compliance with the Aged Care Act 1997, the National Disability Insurance Scheme (NDIS) Act 2013 and other relevant legislation.	Health Services Manager	30.06.22	●	75%		Audits undertaken by internal and external parties such as the Aged Care Quality & Safety Commission and the NDIS Quality & Safeguard Commissions etc., will demonstrate compliance and a commitment to the deliver of quality and safe services.	Nil quality audits undertaken during this quarter. Nil major complaints registered.
We will continue to deliver better compliance outcomes and on ground improvement at our waste facilities, and we will continue to focus on reducing the impact of the waste levy legislation.	Planning & Environment Manager	30.06.22	●	50%		Contractors engaged for supervised sites will achieve their contract performance indicators. The conversation of small landfill sites to waste transfer facilities reduces the waste levy payable to the State Government.	All of Council's small landfills have been converted to low cost transfer stations and front of house transfer stations have been completed at Tara and Wandoan, which have successfully resolved many waste levy administrative issues. All waste contractors are being monitored and are achieving performance indicators, with the exception of the Winfield Road Landfill site which was non-operational for a short period due to staff being flood bound.
Our recreational spaces and community facilities are attractive, safe and accessible							
A network of valued playground and open spaces are provided which are safe and well maintained.	Facilities Manager	30.06.22	●	50%		100% of playgrounds are safety compliant.	External playground audit will be completed March 2022.
Our residents have an awareness of the high quality recreational spaces offered in the region.	Communication & Marketing Manager	30.06.22	●	50%		Develop and deliver a communication strategy for outdoor recreation spaces.	This strategy is in the development phase with a strong focus on promoting all completed major projects from a Council delivery perspective, and collaborating with the Tourism team to promote the sites to the tourism market. A video campaign is in the early stages of development, as well as a digital strategy which utilises both Tourism and WDRC corporate channels to promote the recreational spaces as 'destinations' in the region.
Raise Council's profile and capability to offer high quality facilities and event spaces.	Communication & Marketing Manager	30.06.22	●	50%		Deliver a targeted marketing strategy for Council facilities and event spaces.	Strategy is in development. Comms and Marketing is working with Facilities to determine what is required before a broader marketing strategy can commence. This has involved Facilities prioritising areas of focus in terms of reviewing assets. This has started with reviewing online cemetery information and reviewing the booking system for function centres.
Deliver quality public Wi-Fi significant community places.	Chief Information Officer	30.06.22	●	50%		There is a >95% availability of public access Wi-Fi during operating hours.	There is 99.22% availability for public access to Wi-Fi during operating hours.
Maintain a reliable CCTV network that enhances public safety in our major town centres.	Chief Information Officer	30.06.22	●	50%		Maintenance inspections and cleaning is carried out at least once per year. Work with the Police to action urgent CCTV footage requests within 24 hours.	CCTV asset inspection will be conducted in Q3 as we have terminated the previous support partner, we are in the process of obtaining a support partner. 5 urgent requests were received and all footage was supplied in the required timeframes.
We invest in safe, well maintained road networks to connect our region and support economic activities							
An up-to-date 10 year Capital Works Program is in place.	Senior Works Manager	31.03.22	●	75%		The 10 year Capital Works Program is developed and integrates with our asset management systems.	10 year Works Program in process of being updated to include the latest road condition survey asset condition rating.
Our Transport Asset Capital Works Program is delivered on time and on budget.	Works Manager - Construction	30.06.22	●	50%		Transport Asset Capital Works Program is 90% complete at end of financial year. Transport Asset Capital Works Program delivered within budget.	Delivery of the Transport Capital Works Program is currently on track to be completed by the EoFY.
Our transport assets are well maintained and our systems for maintenance are appropriate.	Works Manager - Maintenance	30.06.22	●	25%		The Transport Asset Maintenance Management Plan is implemented and reviewed annually to evaluate compliance and suitability. Overdue safety defects are regularly reported to the Executive Team, as detailed in the TAMMP	The review of the TAMMP is planned for March 2022, this is later than anticipated due to heavy flooding experienced in the region in Nov/Dec 2021. All overdue defects are reported monthly in accordance with TAMMP requirements.
Our design program is aligned to enable capital works programs to be delivered.	Technical Services Manager	31.12.21	●	75%		95% of design program for the 2021/22 Capital Works Program is completed by December 2021.	4 remaining jobs awaiting DTMR approval and sign-off.
Our quarry material production is to be well planned and aligned to works programs.	Technical Services Manager	30.06.22	●	50%		Quarry materials are available 8 weeks prior to planned project commencement date.	Quarry material continues to be available for road construction as required.
We will continue to implement systems to improve road safety across the region through Traffic Advisory Committee (TAC) to maintain safe road network.	Technical Services Manager	30.06.22	●	50%		TAC to meet quarterly with agreed safety improvements to be actioned.	December meeting reschedule to 19 January 2022.
We attract families to live, work, prosper and play in our region							
The Western Downs is recognised as a region that is culturally inclusive, and welcomes new residents.	Communities Manager	30.06.22	●	50%		Our major towns Welcome Guides are updated, promoted and distributed in printed and electronic formats. Our region's industries and businesses actively utilise our town's Welcome Guides as part of their recruitment processes.	A major review of the Welcome Guides has commenced. Although these guides are relatively new (2 years after print), it is not aligned with the new tourism look and feel, and the LIVE Western Downs magazine. The review is a joint venture between Communities and Economic Development teams as both departments will use the newly updated Welcome Guides.
We enhance the region's character, local identity, and liveability through strategic placemaking, and the activation and revitalisation of public space.	Communities Manager	30.06.22	●	25%		Placemaking projects are identified with developed concept designs to source appropriate funding for implementation.	Delivered the Jandowae Timbertown Festival Tree sculpture in October 2021, which formed part of the Western Downs Recovery Package. High school student Gabrielle Hinds' painting, as part of her curriculum, and a placemaking project is now on display in the Chinchilla Cinema's foyer. Western Downs high schools will complete in a placemaking project to celebrate our region, this will start once school recommences in February.
We take pride in our natural assets, environment and heritage							
We will continue to seek external funding for Rural Services programs that assist landholders to address priority weeds and agricultural productivity improvements.	Planning & Environment Manager	30.06.22	●	50%		Pest management works will be completed in compliance with pest management plans. Pest monitoring data supports and is regularly shared with landholders.	Council's pest management activities are being conducted, however the scheduled December Wild Dog Baiting was impacted due to flooding. This is now being undertaken in late January/early February, depending on participant feedback. Additionally, a significant grant program continues to be delivered with funding obtained by Council under the Federal Governments Communities Combatting Pest grants.
We will advocate to ensure our environment is protected during resource and energy sector operational and post closure phases.	Planning & Environment Manager	30.06.22	●	25%		Six monthly reports are received from CSG Regulator regarding the environmental outcomes for the resource sector operating within the Western Downs region.	Half yearly reports are yet to be received.
We will investigate innovative approaches to landfill rehabilitation at some of Council's small landfill sites.	Planning & Environment Manager	30.06.22	●	75%		Bura Burri approved for alternative phytocapping methodology and established as a small evaluation site.	The on ground work at Burra Burri phytocapping trial has been completed, with some minor modifications now required to achieve performance specifications. Additional, material is now being transferred to stockpiles on the closed Dalby Landfill in preparation for the future rehabilitation of that facility.
Our natural assets within the urban amenity and iconic open spaces across the region are preserved, protected and enhanced now and for the future.	Facilities Manager	30.06.22	●	50%		100% of our maintenance and upgrades are assessed against established principles aimed at preserving and enhancing our natural assets. 95% of trees planted through the Adopt A Street Tree Program on Council land are established successfully.	100% of maintenance and upgrades of assets are assessed to preserve and enhance amenity. 95% of all trees planted have established

Actions undertaken toward meeting success drivers	Accountability	Expected Completion Date	Quarterly Progress Status	Overall Progress	Amended Completion Date	Measure of Success - a measurable outcome as a direct result of this Action	How successful has this outcome been achieved for this Quarter
We are recognised as a financially intelligent and responsible Council							
Effective contract management mitigates risk and achieves value for money.	Facilities Manager	30.06.22	●	50%		100% of service contracts are reviewed to identify savings and efficiencies.	Dedicated officer is undertaking reviews and renewals of service contracts.
Drive business improvement through a collaborative, risk based, internal audit function.	Customer Support & Governance Manager	30.06.22	●	50%		Internal audits delivered in accordance with the Internal Audit Plan. Internal Audit Plan is proactively managed and reviewed at each Audit Committee meeting. Statutory requirements around internal audit and Audit Committee function are met.	Internal Audit Plan on track with plan actively managed and reported up to Audit Committee. Statutory requirements around Audit Committee and internal audit are being met.
Maintain a robust Enterprise Risk Management Framework.	Customer Support & Governance Manager	30.06.22	●	50%		The Enterprise Risk Management Framework is reviewed annually. 100% of risks are reviewed and updated by responsible managers on a quarterly basis. Business Continuity Plans are reviewed by responsible managers annually.	Enterprise Risk Framework has been reviewed and amendments adopted by the Executive Management Team. 100% of risks are being managed by responsible Managers on a quarterly basis. Majority of Business Continuity Plans were reviewed in Q2 with the remaining to be completed in Q3.
Fraud and corruption control measures are actively supported and promoted.	Customer Support & Governance Manager	31.03.22	●	50%		The Fraud and Corruption Control Plan is reviewed in consultation with Council's contract internal auditor. Organisation wide training around fraud and corruption awareness is conducted. Annual fraud risk statements are completed by managers.	The Fraud and Corruption Control Plan has been reviewed and changes adopted by the Executive Management Team. Fraud and corruption training is scheduled with the Queensland Ombudsman for March 2022 and will target supervisory staff (inc. managers and executive staff). A new Learning Management System module is being developed for general staff training. Annual risk statements for the 2020-21 financial year have been completed by managers.
Effective management of safety standards to meet statutory obligations.	Chief Human Resource Officer	30.06.22	●	75%		100% of building emergency and fire compliance requirements meet statutory timeframes and mitigate fines or penalties.	Evacuation diagrams and occupier statements being reviewed and updated. New servicing contract approved for emergency equipment with servicing roll out to begin February 2022.
Ensure employee payroll system and processes are compliant.	Chief Human Resource Officer	30.06.22	●	50%		Payroll audits do not identify any fraudulent employee records. 100% of employee bank detail changes are verbally confirmed. Payments are made in accordance with applicable industrial instruments. Conduct quarterly audits on timesheets and allowances.	Payroll error rate 0.002% (2 errors out of 700 employees). 100% of bank detail changes have been confirmed with the employee and there have been 0 phishing attempts this quarter. Leave SWP updated and communicated this to the organisation to ensure supervisors are aware of entitlements under the relevant industrial instrument and/or Council policy. There were no issues identified in recent audits on timesheets and allowances.
Effective payroll management of workers compensation claims.	Chief Human Resource Officer	30.06.22	●	50%		Payroll are notified of 100% of unsupported claims.	Workers compensation claims are only processed when confirmed by RRTWC.
Submission and publishing of Annual Financial Statements.	Chief Financial Officer	30.06.22	✓	100%		Signed Annual Financial Statements published on Council's website, and submitted to QAO with no audit qualifications and within statutory timeframes.	Audited 2020/21 financial statements completed with an unmodified audit opinion issued. These are available for viewing on Council's website with Annual Report.
Adoption of 2022/2023 Budget within statutory timeframes.	Chief Financial Officer	30.06.22	●	25%		2022/23 Budget adopted by Council within statutory timeframes and also demonstrating that the long-term financial sustainability ratios are sound.	Preparation of 2022/23 Capital Program and 10 year Capital Program commenced in November 2021.
Active monitoring of financial progress versus budget across the year.	Chief Financial Officer	30.06.22	●	50%		Revenue and expenditure items are in line with budget, and 100% of material variations are reported to Council on a monthly basis.	Operational Revenue is currently ahead of budget and Operational Expenditure behind budget. Reporting budget vs. actuals to Council, including variances, occurs monthly.
Oversee implementation of the Fleet Risk Management Plan.	Customer Support & Governance Manager	30.06.22	●	50%		100% of actions identified in the Fleet Management Plan are actively managed through to completion.	Monthly review meetings conducted to oversee implementation of the plan. 90% complete - on target for completion by 30 June 2022.
Assess the budget against Council's long-term financial forecast.	Chief Financial Officer	30.06.22	●	25%		100% of material variances are assessed against long-term financial forecast.	Known revisions to 2022/23 budget have been documented. Revisions to long-term financial plan will occur as budget development progresses.
Council owned and operated Health Services deliver financially responsible models to our local communities.	Health Services Manager	30.06.22	●	75%		Average AFCI (Aged Care Fund Instrument) income is sustained over \$130/resident/day. Home Care Package unspent funds are reduced by 10%.	Financial situation affected by the usage of agency staff and payments to SCCQ.
Our people are skilled and values-driven to make a real difference							
Promote Council as a strong employer of choice in the Western Downs.	Communication & Marketing Manager	30.06.22	●	50%		100% of externally advertised jobs are actively promoted locally.	Strong processes are in place to proactively promote Council positions locally via Council's corporate communication channels. Comms and Marketing, HR and Economic Development are also in the process of developing a strategy to collaborate in this spirit of workforce attraction both in-region and beyond. One direct example is providing HR with the tools to link LIVE Western Downs magazine to Seek adverts.
Continue to increase capacity of in-house legal team to handle a greater volume and complexity of matters.	General Counsel	30.06.22	●	50%		Compulsory continuing professional development program for the Legal Services team. 10% reduction in legal spend on external legal services	10% reduction in legal spend on external legal services will not be achieved due to the legal spend in relation to the Health Services transition to SCCQ.
Raise the profile of Health and Safety as a primary consideration across the organisation.	Chief Human Resource Officer	30.06.22	●	50%		A minimum of 10 safety walks occur annually attended by Workplace Health and Safety (WHS), Health and Safety Representatives (HSRs) and management. HSRs organise and are included in at least one hazard inspection every quarter.	2 rounds of Safety Walks completed - Dalby and Tara. Attended by management and WHS representatives. HSR's have been included in 34 hazard inspections.
Embed proactive safety indicators within the operational processes of the organisation.	Chief Human Resource Officer	30.06.22	●	50%		The hazard and incident reporting training program is developed and incorporated into the corporate training calendar. Hazard reporting is increased by 25% from previous year. 100% of incidents that are reported through the hazard and incident reporting system are within the required timeframe.	Hazard and incident introductory training incorporated in corporate training. New LMS system (currently under review) will include hazard and inspection reporting training modules. 12% overall increase to date in hazard reporting. 89% of incidents reported within the required timeframe. Refresher training initiated for staff reporting outside the timeframe.
Promote 'Safety First' as a driver for innovative, safe and effective operations of the organisation.	Chief Human Resource Officer	30.06.22	●	50%		Increased utilisation of 25% in the safety section of Council's intranet. WHS team members attend 10 toolbox meetings per year. The Lost Time Injury Frequency Rates (LTIFR), duration and incident rate align with the benchmark for Councils in Category D of the LGW Workcare Scheme	Increased utilisation of 20.18% with >5,600views of the safety section of Council's intranet. WHS team have attended 4 toolbox talks. LTIFR is 4.48 which is below the 13.16 LGW Scheme benchmark for Category D Councils.
Employee attendance indicates strong participation in the operations of the organisation.	Chief Human Resource Officer	30.06.22	●	50%		Unscheduled absenteeism rates are <8 days.	Absenteeism to date is 10.77 days (average per employee). For Q2 absenteeism is 3.30%. Measure - average personal leave days taken per employee.
Offer attractive and effective 'career starting' training and development programs within the local region.	Chief Human Resource Officer	30.06.22	●	50%		80% of approved traineeship, apprenticeship and bursary places are filled. 80% of trainees/apprentices secure permanent employment.	100% of positions in the 2022 Kickstart Your Career Program were successfully filled commencing on 31 January 2021. 85%, 6 recipients have been awarded the Community Spirit Bursary Award. 1 in Miles SHS awaiting the ceremony in Q3. 66% of existing bursary students undertook a work placement in Q2. 41% of trainees and apprentices to date have secured employment.
Managers are regularly updated in trending people management methods and technologies and supported in adopting new forward facing, innovative strategies.	Chief Human Resource Officer	30.06.22	●	50%		Staff are provided with and supported in opportunities to develop and enact staff driven initiatives for positive change in their areas. Measured and reflected in performance reviews. 80% of externally advertised positions are filled.	93% of employees were provided development opportunities by undertaking corporate and/or compliance training in this quarter. 82% of externally advertised positions were filled with the remaining positions placed on hold, at offer stage or advertised but not closing till Q3.
Continuous learning and development programs promote an engaged, capable, accountable and innovative workforce.	Chief Human Resource Officer	30.06.22	●	50%		Training satisfaction evaluation score is above 80%. 95% of people confirmed enrolled in internal training courses attend.	Training evaluation score is 86.12% for the Q2 period. 92.12% of staff who were enrolled in training were in attendance.
Employees are skilled, innovative and accountable.	Chief Human Resource Officer	30.06.22	●	50%		90% of staff have performance development plans in place.	47.6% of performance development plans remain in place. Managers will be undertaking performance development discussions with employees in Q3.

Actions undertaken toward meeting success drivers	Accountability	Expected Completion Date	Quarterly Progress Status	Overall Progress	Amended Completion Date	Measure of Success - a measurable outcome as a direct result of this Action	How successful has this outcome been achieved for this Quarter
We focus on proactive, sustainable planning for the future							
A strategic approach will be taken for development compliance programs, with a focus on programmed audit projects.	Planning & Environment Manager	30.06.22	●	50%		Compliance audits will be undertaken in accordance with approved audit plans. Results of audits will be communicated and actioned with relevant functional areas.	Routine audits have been undertaken during the quarter in line with the schedule. Particular effort was made to accelerate the Compliance Backlog Audit which is now being wrapped up. A review of compliance activities for 2022 commenced during this quarter.
Robust management ensures the future viability of the saleyards.	Facilities Manager	30.06.22	●	50%		A business review will be undertaken to inform the long-term plan for the saleyards.	Contractor has been engaged and the review is progressing.
Continuously developing and improving Asset Management Plans, and long-term financial forecasts to ensure that Council is sustainable for the long-term.	Chief Financial Officer	30.06.22	●	25%		Capital work programs exceeding \$100k are assessed using the whole of life costing model as a part of the budgeting process.	Assessment of 2022/23 Capital Program has commenced. All projects over \$100K will be assessed using whole of life costing tool.
Our agile and responsive business model enables us to align our capacity with service delivery							
Our preventative maintenance program provides a reliable and safe natural gas network.	Utilities Manager	30.06.22	●	50%		Achieve <15% unaccounted for gas in the distribution network.	The target of less than 15% for unaccounted gas in the network was not met this quarter at 19% noting the December data was not available at this date.
Our fleet is utilised effectively and efficiently.	Senior Works Manager	30.06.22	●	50%		Actual utilisation rates of fleet reviewed quarterly and target utilisation rates adjusted accordingly in line with industry benchmarks and actual WDRC utilisation rates.	Fleet actual utilisation review completed for Q2, with frontline fleet projected to meet or exceed industry or WDRC target utilisation hours.
We will maximise opportunities to collaborate with neighbouring local governments on shared delivery projects.	Planning & Environment Manager	30.06.22	●	75%		Discussions are to continue with neighbouring Councils regarding joint procurement opportunities, including waste collection services. A joint service agreement is established for Council's Building Certification Services.	This item is progressing well. The Building Certification MOU has been executed with Toowoomba Regional Council (TRC) allowing for recruitment of a cadet building certifier position. Additionally, substantial progress has been made on the Garbage and Recycling Joint Procurement Project again with TRC. Significant efforts have been made to complete the draft tender documents, with a legal check underway. The calling of tenders is anticipated for February 2022.
A robust asset maintenance program delivers safe, fit for purpose facilities.	Facilities Manager	30.06.22	●	25%		95% of CRMs are completed within established service level timeframes.	66% of CRMs complete within target. Clear direction has been provided to coordinators to stress importance of customer service.
Customer feedback is utilised to drive high satisfaction in users of our major venues.	Facilities Manager	30.06.22	●	50%		Customer satisfaction rates >75% are achieved.	Channels for user feedback are established and coordinators use this to inform planning. Reporting framework for customer feedback is under developed.
Promote Council as an essential and accountable service provider in the community.	Communication & Marketing Manager	30.06.22	●	50%		Grow Council's corporate weekly email newsletter subscribers by 1,000 (currently at 1,011 - March 2021)	Currently sitting at 1,571 subscribers as at beginning of January 2022. A 17% increase on the last quarter and a 68% increase since the beginning of 2021. We are currently exploring more avenues to promote E-News including working with the Customer Contact Centres to more proactively encourage residents to subscribe and providing market materials to CCC staff.
We deliver high quality customer service outcomes that meet the expectations of our community.	Customer Support & Governance Manager	30.06.22	●	50%		Deliver an effective Business Partnering Program that meets with key business units on a monthly basis providing reports on customer request performance, ECM tasking and call handling performance. Discuss customer feedback from Customer Experience Surveys within a month a completion of survey in order to drive business improvement. >90% of calls resolved on first point of contact. <5% call abandonment rate. 80% of Administrative Actions Complaints handled within response/negotiated timeframes.	Regular Business Partnering Program meetings are being conducted with business units across the organisation. Customer Experience survey outcomes are actively managed with stakeholder business units. Average of 93.27% of calls resolved on first point of contact. 13% call abandonment rate. Calls are abandoned at an average of 83 seconds into the wait time - not long. Impacted by new staff in contact centre and new systems (phone, webchat etc.). 89% of Administrative Action Complaints are being handled within response/negotiated timeframes.
Integrate the 2021 - 2026 Corporate Plan across the organisation.	Customer Support & Governance Manager	30.06.22	✓	100%		Corporate Plan promotional material is produced and distributed. 'Strategic Priorities' and 'Measure of Success' are integrated into corporate documents (plans, policies, templates, website etc.).	2021-2026 Corporate Plan promotional material produced and distributed. Review of corporate plan document linkages has been completed.
Core corporate systems and network is available to support delivery of Council services.	Chief Information Officer	30.06.22	●	50%		There is a >98% uptime for corporate application - Authority and ECM. Network availability is at >99%.	There is 99.87% uptime for Authority, Enterprise Content Management (ECM), email and internet. Network availability is at 99.71%.
Enable efficiencies via mobilisation and collaboration, through the provision and management of devices and connectivity.	Chief Information Officer	30.06.22	●	50%		Faulty or damaged devices are replaced within 2 working days. Staff Wi-Fi availability in main administration buildings is >98%.	We have replace 10 faulty or damaged devices this quarter, all of these met the SLA of being replaced within 2 day. Staff Wi-Fi availability in administration buildings is 99.67%.
Ensure tools and processes are in place to protect Council's information assets.	Chief Information Officer	30.06.22	●	50%		Annual penetration testing of our systems is conducted. Annual security awareness training is made available to all staff.	Annual penetration testing is scheduled in Q4. Security awareness training has been rolled out and was available to all staff, further training will be deployed throughout the year.
Our effective asset management ensure that we responsibly maintain our community assets							
Measurement of current transport asset renewal and upgrade unit rates is completed to enable sound financial planning and management of Council's Transport Capital Works Program.	Works Manager - Construction	30.06.22	●	50%		Unit rates of completed projects reviewed quarterly against established benchmarks and shared across strategic planning for inclusion into the 10 year Capital Works Program.	Unit rates are updated on a regular basis throughout the year. Q1 and Q2 rates are complete as required.
Council's transport infrastructure maintenance practices enable sound financial management of maintenance budgets and operating funds.	Works Manager - Maintenance	30.06.22	●	50%		A program of maintenance works is developed and maintained to ensure opportunities to minimise waste or gain efficiencies are identified. Annual reseat programs reviewed against the 10 year Capital Works Program to minimise maintenance expenditure ahead of planned reconstruction works.	This is an ongoing operational practice. The Works Maintenance Program is kept to identify opportunities for efficiency in the delivery of Council's transport infrastructure maintenance. The annual reseat program has also been checked against the 10 year Works Program to ensure no sites planned for reconstruction will be resealed.
Work with Asset Management Plan, owners to action AMP improvements plans to ensure effective asset management is maintained.	Technical Services Manager	30.06.22	●	50%		90% of Asset Management Improvement Plan actions are actioned by due date.	Meetings conducted with Asset Managers to review schedule and progress.
Our fleet is agile and reflective of business requirements.	Senior Works Manager	30.06.22	●	50%		The fleet will be adjusted accordingly to fulfil operational requirements, with any under utilised / non required assets either moved to other areas or disposed of.	48 surplus and 17 replacement fleet and small plant items disposed of via auction in December, at a sale price of \$695,290.91
Facility projects are delivered to meet the expectations of stakeholders.	Facilities Manager	30.06.22	●	50%		95% of facility capital projects are delivered on time and budget.	All projects are on track to be completed on time and within budget.
Council sustainably develop and maintain facilities that respond to changing community needs.	Facilities Manager	30.06.22	●	50%		Utilisation statistics are collected for appropriate venues and facilities to guide asset development and maintenance. A strategy is developed to determine the long-term viability of community facilities.	Utilisation framework updated in draft Maintenance Manual.
We have a mature asset management model and comprehensive processes which ensure our infrastructure is delivered in accordance with the Facilities Asset Management Plan.	Facilities Manager	30.06.22	●	50%		80% of approved projects align with the renewal strategy contained within the Facilities Asset Management Plan.	80% of approved projects align with renewal strategy.
Effectively manage property assets to maximise value to Council and the community.	General Counsel	30.06.22	●	50%		100% of new leases and property transactions comply with statutory requirements.	100% of new leases and property transaction in Q2 comply with statutory requirements.

Title Corporate Services Financial Report January 2022

Date 1 February 2022

Responsible Manager T. Skillington, ACTING CHIEF FINANCIAL OFFICER

Summary

The purpose of this Report is to provide Council with the Financial Report for the period ending 31 January 2022.

Link to Corporate Plan

Strategic Priority: Sustainable Organisation

- We are recognised as a financially intelligent and responsible Council.
- We focus on proactive, sustainable planning for the future.

Material Personal Interest/Conflict of Interest

Nil

Officer's Recommendation

That this Report be received, and that:

1. Council notes the Financial Report as of 31 January 2022, and;
2. Resolves to approve the following adjustments to the capital program;
 - a. New Capital Projects being added to the program. \$1.092 million in expenditure and \$1.016 million in revenue.
 - b. Deferred projects to 2022-23. \$7.444 million in expenditure and \$2.275 million in revenue.
 - c. Reallocated R2R & RRG & R2R funding of \$0.407 million.

Background Information

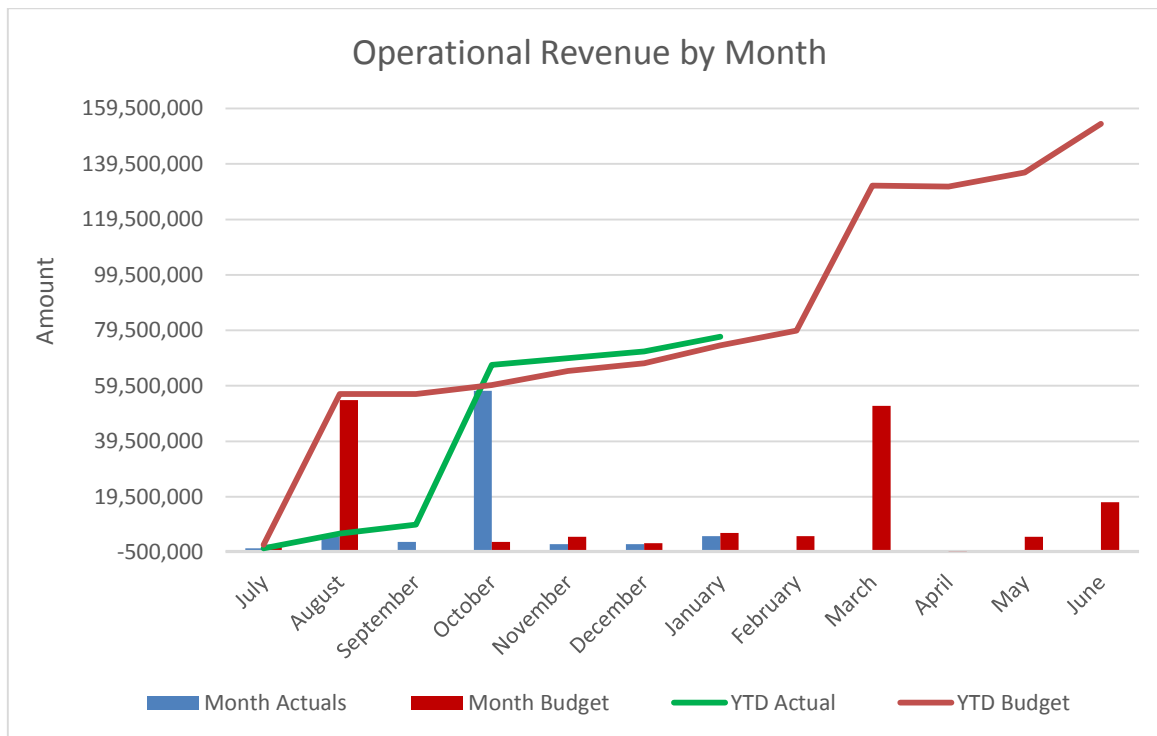
The Chief Executive Officer is required by Section 204 (2) of the Local Government Regulation 2012 to present the Financial Report at each meeting of the local government if each meeting is held less frequently than monthly, or monthly. The Financial Report must state the progress that has been made 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

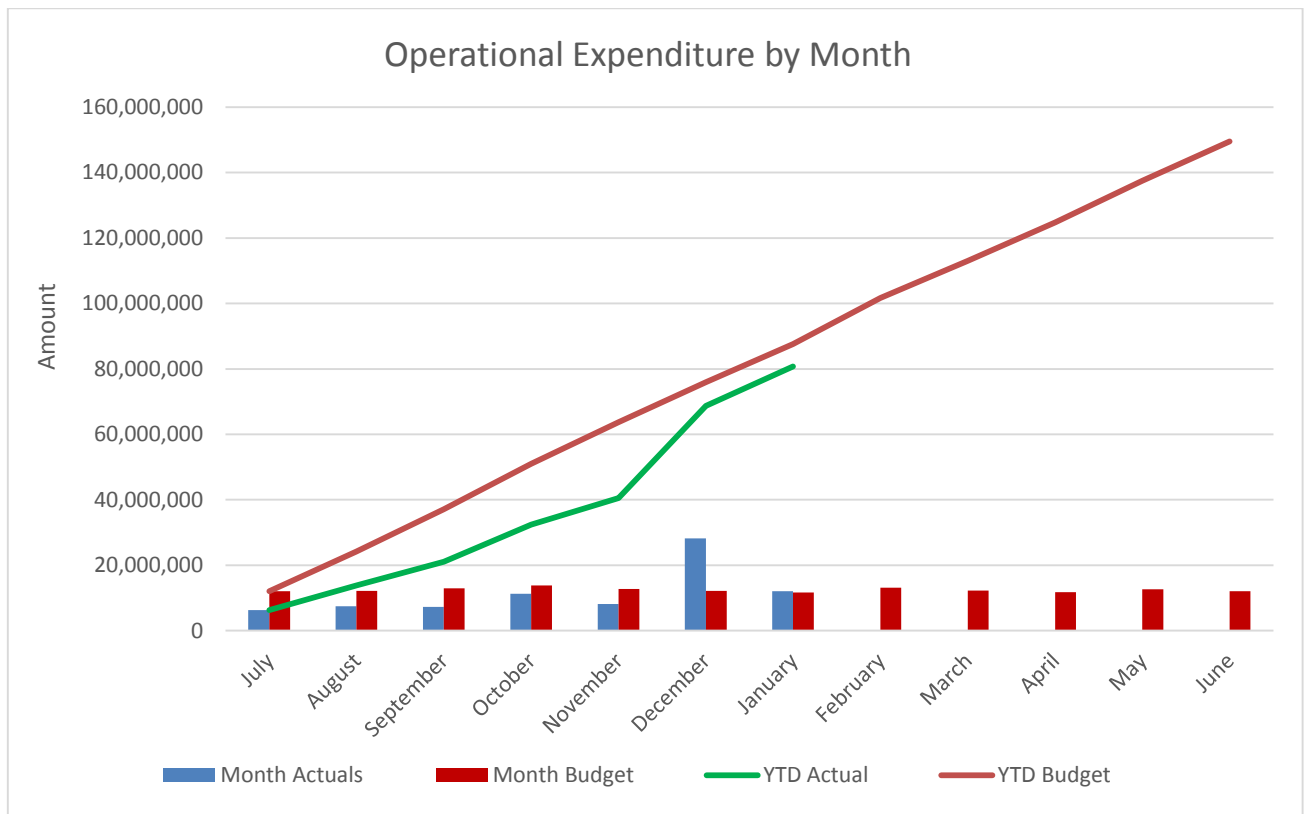
As of 31 January 2022, Council is making a \$3.555 million deficit compared to the budgeted deficit of \$13.473 million which is \$9.918 million better than budget. This favourable position is mainly due to Rates and Utility Charges being greater than budget by \$4.461 million, Materials and Services being behind budget \$5.221 million and Employee Benefits being \$0.746 million behind budget. Council will continue to make a deficit until the second half year rates are levied.

Graphs and a summary of the major variances for revenue and expenses is provided below.



Operational Revenue is \$3.092 million ahead of budget. This is due to:

- ↑ \$4.461 million Rates & Utility charges being ahead of budget due to the timing of sale of resource sector properties back to rural owners not progressing to date. It estimated that rates will remain ahead of budget for the year with this impact to affect later years. There is also \$1.651 million outstanding for the Fire Levy Payment. Once this is paid revenue will reduce.
- ↑ \$0.849 million Operating Grants & Subsidies being ahead of budget \$0.331 million with additional revenue 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. There is also \$0.120 million of revenue relating to 2020-21 in the 2021-22 year. \$0.299 million additional revenue received for the Financial Assistance Grant. It is now expected that this will come under budget for the year due to the grant allocation methodology being reviewed and Council now losing 11% each year until 2024-25. \$0.285 million additional revenue received for Trainee/Apprentice grants.
- ↑ \$0.718 million Fees & Charges being ahead of budget due to Town Planning & Building Application fees being greater than budget by \$0.252 million. \$0.209 million ahead in fines and penalties, \$0.196 million ahead in general fees & charges and \$0.127 million ahead in Washdown Bay fees due to higher patronage (also tied in with higher numbers at the Saleyards).
- ↓ \$3.161 million Sales of Major Services behind budget due to Quarry sales being behind budget \$0.664 million. Production is on schedule at the Quarry with booking out to jobs behind budget. This lag in booking to jobs is due to the wet weather and projects being pushed out to the 2nd half of the year. Commercial Works being behind budget \$2.541 million. This is due to outstanding progress claims and is a phasing issue. The recent flooding has also delayed the program and claims are taking longer to approve. All projects will be delivered by year end. (Expenditure is also down due to the delay in works). Saleyards however is ahead of budget \$0.225 million due to higher cattle numbers.



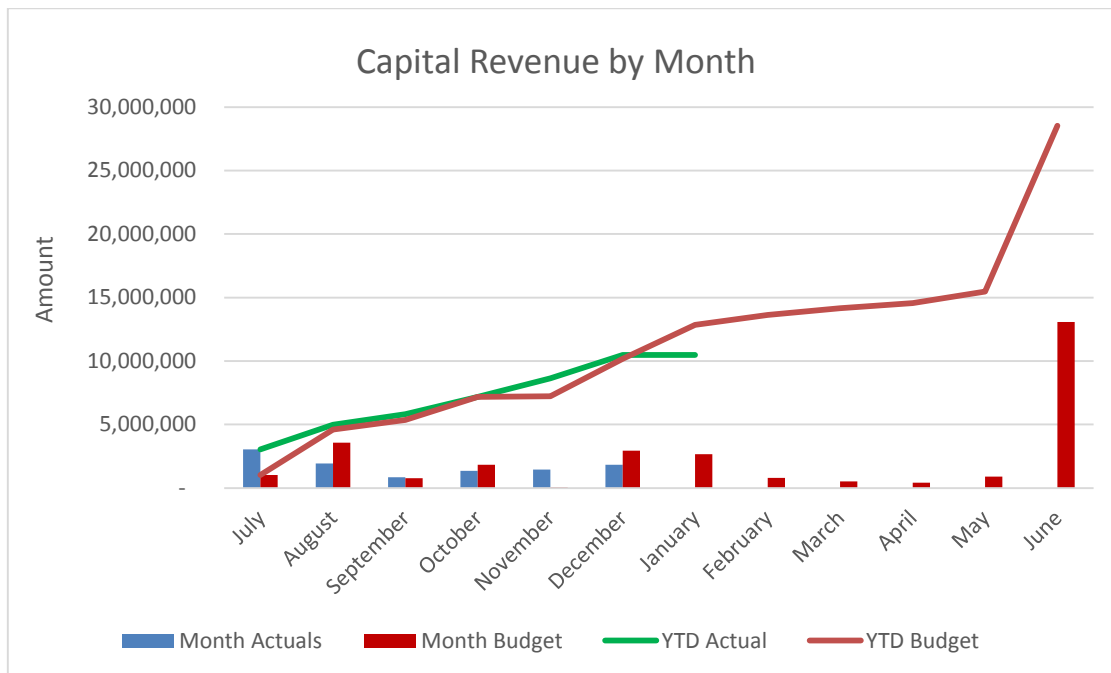
Operational Expenditure is \$6.826 million behind budget. This is due to:

- ↓ \$5.221 million Materials and Services behind budget due to outstanding invoices not being accrued at the end of the current month (January). There will always be a lag with works being completed and receiving invoices.
- ↓ \$1.122 million Depreciation behind budget due to the write off of assets (road assets). It is expected that there will be savings in depreciation for the year.
- ↓ \$0.746 million Employee Benefits behind budget due to Workers Compensation coming under budget \$0.222 million and a lower FTE count than budgeted. It is expected that Employee benefits will be on budget for the year.

2. Capital Revenue and Expenditure

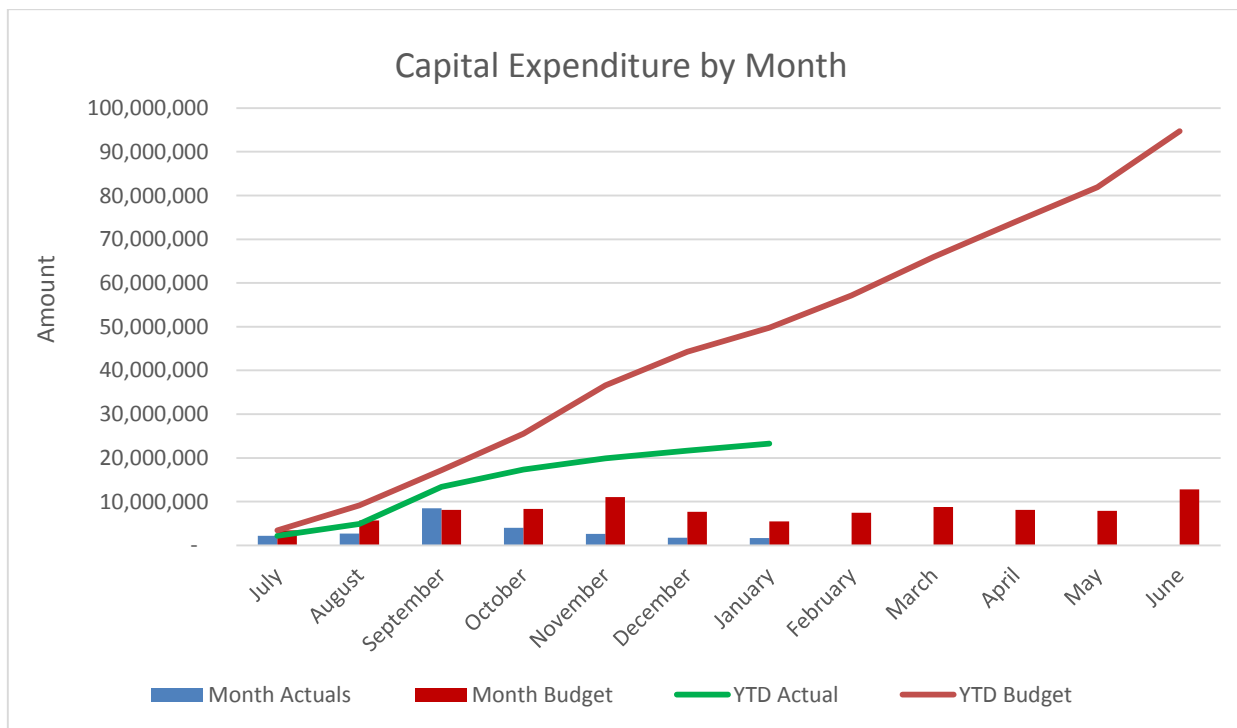
Capital Revenue

Capital Revenue is essentially in line with budget with it being \$0.287 million ahead of budget as of the 31st of January 2022. It is expected that Council will not meet budget for capital revenue due to some projects being deferred to 2022-23 (refer below).



Capital Expenditure

Capital Expenditure is \$26.470 million behind budget as of the 31st of January 2022 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. There are still some deferral amounts to be finalised (Myall 107 & 120 Cunningham Street). Once finalised these amounts will be reported to Council and budgets adjusted accordingly.



There has been a decreased movement of \$6.352 million in expenditure and a decreased movement in revenue of \$0.852 million in the capital program. Details are listed below.

- New Capital Projects being added to the program. \$1.092 million in expenditure and \$1.016 million in revenue.
- Deferred projects to 2022-23. \$7.443 million in expenditure and \$2.275 million in revenue.
- Reallocated R2R & RRG funding of \$0.407 million.

As per the Budget Policy, the projects have been approved by the Chief Executive Officer or, in some cases, the general managers. The projects are listed in the table below.

Project Name	Expenditure Budget	Income Budget	Comment
New Projects			
Horse Creek Road Maintenance Works (QGC)	95,805	(110,176)	Approved by CEO Jodie Taylor 10/11/2021
Booral Road Construction Works (QGC)	21,424	(24,638)	Approved by CEO Jodie Taylor 11/11/2021
Glasson St, Chinchilla Upgrade (RRG)	200,000	(200,000)	Approved by CEO Jodie Taylor 23/11/2021
Chinchilla VIC Parking Bay (Warrego Highway) (RRG)	150,000	(150,000)	Approved by CEO Jodie Taylor 23/11/2021
Replace Retainer Wall at Wandoan Washdown Facility	45,000	-	Approved by CEO Jodie Taylor 23/11/2021
Replacement of Vehicle Hoists	40,000	-	Approved by CEO Jodie Taylor 23/11/2021
Replacement of 2519 Ferri Side Arm Reach Mower Attachment	77,775	-	Approved by CEO Jodie Taylor 30/11/2021
Wilga Drive Floodway Construction Works	49,192	(56,571)	Approved by CEO Jodie Taylor 30/11/2021
River Road Construction Works - Arrow Energy	302,169	(347,494)	Approved by CEO Jodie Taylor 14/12/2021
Duleen - Daandine Road Construction Works - Arrow Energy	67,600	(77,740)	Approved by CEO Jodie Taylor 14/12/2021
Elerslea Lane East Maintenance (Origin)	42,637	(49,033)	Approved by CEO Jodie Taylor 13/01/2022
Total	1,091,602	(1,015,652)	
Deferred Projects to 2022-23			
Tara Pool Replacement	(3,316,500)	-	Project deferred to 2022-23. Approved by CEO Jodie Taylor 11/01/2022
Chinchilla Cultural Precinct	(3,262,071)	1,675,400	Project deferred to 2022-23. Approved by CEO Jodie Taylor 11/01/2022
Thomas Jack Park	(864,789)	600,000	Approved by CEO Jodie Taylor 11/01/2022
Total	(7,443,360)	2,275,400	
Reallocated R2R & RRG funding			
Booral Rd (7.66 - 11.47) Reconstruct	-	(350,000)	Approved by IS GM 20/01/22 - Funding reallocated
Wild's Rd (0.0 - 4.00 In Sections) - Reconstruct	-	420,000	Approved by IS GM 20/01/22 - Funding reallocated
Brigalow - Canaga Rd (12.1 - 12.83) - Reconstruct	-	132,820	Approved by IS GM 20/01/22 - Funding reallocated
Bundi Road (33.76 - 39.22) Upgrade	-	(610,280)	Approved by IS GM 20/01/22 - Funding reallocated
Total	-	(407,460)	
Total	(6,351,758)	852,288	

3. Cash and Investments

Council's Cash and Investments as of 31 January 2022 totalled \$208.205 million which represents 16.71 months of operating expenses including depreciation. The balance as of 30 June 2021 was \$201.035 million. The balance remains high due to expenditure being significantly behind budget. The balance will decline until the second half year rates is received. Council tends to spend a majority of its expenditure in the second half of the year.

Consultation (Internal/External)

Nil

Legal/Policy Implications (Justification if applicable)

Nil

Budget/Financial Implications

Council adopted the FY2022 Original Budget on 23 June 2021. The attached one-page report details the progress made against Year-To-Date (YTD) budget for the period ending 31 January 2022. Budget points to be noted:

- The timing of sale of resource sector properties back to rural owners has not progressed in line with the estimated phasing with no impact on rates to date. Phasing was projected over a four-year period and will be re-estimated when developing the 2022-23 budget.
- The transfer of Health Services with the termination payouts and the donation of cash to Southern Cross Care will occur this financial year.
- Queensland Local Government Grants Commission has advised a decrease in Council's allocation of the Financial Assistance Grant by 11%. This will take effect from 2022-23 with similar reductions to occur until 2024-25. This will affect the current year's budget as this grant is normally paid in advance (50% of 2022-23 allocation paid in 2021-22). The exact dollar impact on our grant allocation will not be known until May 2022, when the Federal government announces the size of the allocation pool.

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 is currently ahead of budget by \$9.918 million. The budget will continue to be closely monitored with a 30 June forecast to be prepared and updated over the coming months as the dollar impacts of the budget points above are quantified. In addition, there are capital adjustments to be approved which are listed above.

Attachments

1. One Page Report January 2022

Authored by: C. Prain, FINANCIAL PLANNING & ANALYSIS SUPERVISOR



Western Downs Regional Council
One Page Result
Period Ending: 31 January 2022

	Council Consolidated				Council Net				Commercial Works			
	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	(96,237,784)	(48,125,151)	(52,732,744)	(4,607,593)	(74,892,215)	(37,452,365)	(41,984,224)	(4,531,859)	-	-	-	-
Volumetric	(6,344,978)	(3,172,489)	(2,985,787)	186,702	-	-	-	-	-	-	-	-
Less: Discounts & Pensioner Remissions	5,236,660	2,655,831	2,615,340	(40,491)	3,950,046	1,975,023	2,114,120	139,097	-	-	-	-
Net Rates and Utility Charges	(97,346,102)	(48,641,809)	(53,103,191)	(4,461,382)	(70,942,169)	(35,477,342)	(39,870,104)	(4,392,762)	-	-	-	-
Fees and Charges	(6,248,579)	(3,720,753)	(4,438,753)	(718,000)	(2,873,943)	(1,751,363)	(2,319,698)	(568,335)	-	-	-	-
Rental and Levies	(1,652,968)	(956,321)	(951,624)	4,697	(1,587,968)	(926,321)	(906,431)	19,890	-	-	-	-
Sales of Major Services	(24,659,198)	(12,428,497)	(9,267,719)	3,160,778	-	-	-	-	(12,017,500)	(4,677,498)	(2,136,623)	2,540,875
Operating Grants & Subsidies	(21,648,998)	(7,245,590)	(8,094,242)	(848,652)	(21,648,998)	(7,245,590)	(8,094,242)	(848,652)	-	-	-	-
Interest	(1,374,442)	(801,759)	(830,469)	(28,710)	(1,337,442)	(780,171)	(773,140)	7,031	-	-	-	-
Other Income	(1,001,376)	(321,507)	(521,899)	(200,392)	(941,376)	(286,507)	(493,138)	(206,631)	-	-	-	-
Total Operating Revenue	(153,931,663)	(74,116,236)	(77,207,897)	(3,091,661)	(99,331,896)	(46,467,294)	(52,456,753)	(5,989,459)	(12,017,500)	(4,677,498)	(2,136,623)	2,540,875
Operating Expenses												
Employee Benefits	56,773,001	33,644,974	33,060,180	(584,794)	47,080,037	28,006,061	27,380,298	(625,763)	2,146,710	1,250,499	1,089,032	(161,467)
Less Capitalised Employee Benefits	(6,814,413)	(2,778,024)	(2,938,963)	(160,939)	(6,392,288)	(2,531,799)	(2,500,444)	31,355	-	-	-	-
Net Employee Benefits	49,958,588	30,866,950	30,121,217	(745,733)	40,687,749	25,474,262	24,879,854	(594,408)	2,146,710	1,250,499	1,089,032	(161,467)
Materials and Services	54,489,395	30,569,126	25,347,750	(5,221,376)	25,441,001	14,304,335	11,982,175	(2,322,160)	8,069,856	4,506,611	3,433,846	(1,072,765)
Depreciation and Amortisation	44,708,456	26,079,949	24,958,090	(1,121,859)	36,277,815	21,162,071	20,215,477	(946,594)	-	-	-	-
Finance Costs	376,841	72,975	335,558	262,583	292,095	72,975	335,558	262,583	-	-	-	-
Corporate Overhead	-	-	-	-	(3,914,600)	(2,283,512)	(2,283,512)	-	435,173	253,848	253,848	-
Total Operating Expenses	149,533,280	87,589,000	80,762,615	(6,826,385)	98,784,060	58,730,131	55,129,552	(3,600,579)	10,651,739	6,010,958	4,776,726	(1,234,232)
Operating (surplus)/deficit	(4,398,383)	13,472,764	3,554,718	(9,918,046)	(547,836)	12,262,837	2,672,799	(9,590,038)	(1,365,761)	1,333,460	2,640,103	1,306,643
Capital Revenue												
Capital Grants & Subsidies	(25,160,174)	(8,106,091)	(8,317,711)	(211,620)	(24,957,194)	(7,903,111)	(7,976,507)	(73,396)	-	-	-	-
Contributions	(1,390,473)	(950,000)	(895,920)	54,080	(1,360,473)	(950,000)	(895,920)	54,080	-	-	-	-
Contributions - Contributed Assets	(250,000)	-	-	-	(250,000)	-	-	-	-	-	-	-
Contributions from Developers - Cash	(250,000)	(125,000)	(200,045)	(75,045)	(250,000)	(125,000)	(166,002)	(41,002)	-	-	-	-
Disposal of Non-Current Assets	(1,480,000)	(1,000,000)	(1,054,105)	(54,105)	(1,480,000)	(1,000,000)	(1,054,105)	(54,105)	-	-	-	-
Total Capital Revenue	(28,530,647)	(10,181,091)	(10,467,781)	(286,690)	(28,297,667)	(9,978,111)	(10,092,534)	(114,423)	-	-	-	-
Capital Expenses												
Loss of Revaluation of Inventory	-	-	-	-	-	-	-	-	-	-	-	-
Restoration of Land Provision	-	-	25,161	25,161	-	-	-	-	-	-	-	-
Capital Expense Write-Off	8,200,000	4,300,000	3,833,916	(466,084)	7,500,000	4,000,000	3,457,265	(542,735)	-	-	-	-
Total Capital Expenses	8,200,000	4,300,000	3,859,077	(440,923)	7,500,000	4,000,000	3,457,265	(542,735)	-	-	-	-
Net Result (surplus)/deficit	(24,729,030)	7,591,673	(3,053,986)	(10,645,659)	(21,345,503)	6,284,726	(3,962,470)	(10,247,196)	(1,365,761)	1,333,460	2,640,103	1,306,643
Capital Funding Applications												
Capital Expenditure - New Assets	23,671,967	14,868,100	8,049,607	(6,818,493)	21,760,384	14,149,017	7,599,706	(6,549,311)	-	-	-	-
Capital Expenditure - Upgrade Assets	13,390,272	5,830,028	2,131,063	(3,698,965)	11,740,176	5,592,662	2,065,919	(3,526,743)	-	-	-	-
Capital Expenditure - Replacement Assets	57,637,332	29,033,761	13,081,471	(15,952,290)	51,067,019	26,345,764	12,294,186	(14,051,578)	-	-	-	-
Loan Principal	-	-	-	-	-	-	-	-	-	-	-	-
Land Rehab	-	-	-	-	-	-	-	-	-	-	-	-
Total Capital Funding Applications	94,699,571	49,731,889	23,262,141	(26,469,748)	84,567,579	46,087,443	21,959,811	(24,127,632)	-	-	-	-

	Gas				Water				Sewerage			
	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	-	-	-	-	(6,180,459)	(3,090,230)	(3,083,762)	6,468	(9,393,219)	(4,696,610)	(4,754,417)	(57,807)
Volumetric	-	-	-	-	(6,344,978)	(3,172,489)	(2,985,787)	186,702	-	-	-	-
Less: Discounts & Pensioner Remissions	-	37,500	39,666	2,166	581,928	290,965	125,360	(165,605)	436,506	218,253	215,880	(2,373)
Net Rates and Utility Charges	-	37,500	39,666	2,166	(11,943,509)	(5,971,754)	(5,944,189)	27,565	(8,956,713)	(4,478,357)	(4,538,537)	(60,180)
Fees and Charges	(31,000)	(18,100)	(23,636)	(5,536)	(770,000)	(450,000)	(555,166)	(105,166)	-	-	(11,138)	(11,138)
Rental and Levies	-	-	-	-	(65,000)	(30,000)	(45,193)	(15,193)	-	-	-	-
Sales of Major Services	(2,924,488)	(1,959,439)	(1,753,020)	206,419	(12,070)	(7,070)	(38,895)	(31,825)	(12,500)	(6,900)	(1,456)	5,444
Operating Grants & Subsidies	-	-	-	-	-	-	-	-	-	-	-	-
Interest	-	-	-	-	(20,000)	(11,669)	(26,633)	(14,964)	(12,000)	(7,000)	(20,924)	(13,924)
Other Income	-	-	-	-	-	-	-	-	-	-	-	-
Total Operating Revenue	(2,955,488)	(1,940,039)	(1,736,990)	203,049	(12,810,579)	(6,470,493)	(6,610,076)	(139,583)	(8,981,213)	(4,492,257)	(4,572,055)	(79,798)
Operating Expenses												
Employee Benefits	291,903	170,036	164,503	(5,533)	3,850,200	2,242,792	2,329,582	86,790	1,383,177	805,738	840,427	34,689
Less Capitalised Employee Benefits	-	-	-	-	-	-	(70,005)	(70,005)	-	-	(331)	(331)
Net Employee Benefits	291,903	170,036	164,503	(5,533)	3,850,200	2,242,792	2,259,577	16,785	1,383,177	805,738	840,096	34,358
Materials and Services	1,074,712	639,071	546,344	(92,727)	4,321,922	2,575,745	2,405,233	(170,512)	1,540,734	908,447	811,411	(97,036)
Depreciation and Amortisation	280,351	163,541	164,424	883	4,666,386	2,722,055	2,601,304	(120,751)	2,565,082	1,496,299	1,461,341	(34,958)
Finance Costs	49,467	-	-	-	6,075	-	-	-	-	-	-	-
Corporate Overhead	244,237	142,471	142,471	-	1,380,218	805,126	805,126	-	840,977	490,567	490,567	-
Total Operating Expenses	1,940,670	1,115,119	1,017,742	(97,377)	14,224,801	8,345,718	8,071,240	(274,478)	6,329,970	3,701,051	3,603,415	(97,636)
Operating (surplus)/deficit	(1,014,818)	(824,920)	(719,248)	105,672	1,414,222	1,875,225	1,461,164	(414,061)	(2,651,243)	(791,206)	(968,640)	(177,434)
Capital Revenue												
Capital Grants & Subsidies	-	-	-	-	-	-	-	-	-	-	-	-
Contributions	-	-	-	-	-	-	-	-	(30,000)	-	-	-
Contributions - Contributed Assets	-	-	-	-	-	-	-	-	-	-	-	-
Contributions from Developers - Cash	-	-	-	-	-	-	(27,447)	(27,447)	-	-	(6,596)	(6,596)
Disposal of Non-Current Assets	-	-	-	-	-	-	-	-	-	-	-	-
Total Capital Revenue	-	-	-	-	-	-	(27,447)	(27,447)	(30,000)	-	(6,596)	(6,596)
Capital Expenses												
Loss of Revaluation of Inventory	-	-	-	-	-	-	-	-	-	-	-	-
Restoration of Land Provision	-	-	-	-	-	-	-	-	-	-	-	-
Capital Expense Write-Off	-	-	-	-	500,000	200,000	169,234	(30,766)	100,000	100,000	190,003	90,003
Total Capital Expenses	-	-	-	-	500,000	200,000	169,234	(30,766)	100,000	100,000	190,003	90,003
Net Result (surplus)/deficit	(1,014,818)	(824,920)	(719,248)	105,672	1,914,222	2,075,225	1,602,951	(472,274)	(2,581,243)	(691,206)	(785,233)	(94,027)
Capital Funding Applications												
Capital Expenditure - New Assets	-	-	-	-	1,100,000	117,500	11,650	(105,850)	-	-	-	-
Capital Expenditure - Upgrade Assets	-	-	-	-	1,637,112	224,382	61,917	(162,465)	12,984	12,984	3,227	(9,757)
Capital Expenditure - Replacement Assets	-	-	-	-	3,192,371	1,520,409	678,257	(842,152)	2,896,597	756,597	100,266	(656,331)
Loan Principal	-	-	-	-	-	-	-	-	-	-	-	-
Land Rehab	-	-	-	-	-	-	-	-	-	-	-	-
Total Capital Funding Applications	-	-	-	-	5,929,483	1,862,291	751,824	(1,110,467)	2,909,581	769,581	103,493	(666,088)



Western Downs Regional Council
One Page Result
Period Ending: 31 January 2022

	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
Operating Revenue																
Rates and Utility Charges	-	-	-	-	(5,771,891)	(2,885,946)	(2,910,341)	(24,395)	-	-	-	-	-	-	-	-
Volumetric	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Less: Discounts & Pensioner Remissions	-	-	-	-	268,180	134,090	120,314	(13,776)	-	-	-	-	-	-	-	-
Net Rates and Utility Charges	-	-	-	-	(5,503,711)	(2,751,856)	(2,790,027)	(38,171)	-	-	-	-	-	-	-	-
Fees and Charges	-	-	-	-	(2,008,989)	(1,171,912)	(1,073,052)	98,860	-	-	-	-	(564,647)	(329,378)	(456,063)	(126,685)
Rental and Levies	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Sales of Major Services	(7,452,640)	(4,470,921)	(3,806,474)	664,447	-	-	-	-	(2,240,000)	(1,306,669)	(1,531,251)	(224,582)	-	-	-	-
Operating Grants & Subsidies	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Interest	-	-	-	-	(5,000)	(2,919)	(9,772)	(6,853)	-	-	-	-	-	-	-	-
Other Income	-	-	(3,474)	(3,474)	(60,000)	(35,000)	(25,287)	9,713	-	-	-	-	-	-	-	-
Total Operating Revenue	(7,452,640)	(4,470,921)	(3,809,948)	660,973	(7,577,700)	(3,961,687)	(3,898,138)	63,549	(2,240,000)	(1,306,669)	(1,531,251)	(224,582)	(564,647)	(329,378)	(456,063)	(126,685)
Operating Expenses																
Employee Benefits	1,142,950	666,119	627,893	(38,226)	397,258	231,413	363,810	132,397	382,163	214,876	186,061	(28,815)	98,603	57,440	78,574	21,134
Less Capitalised Employee Benefits	(422,125)	(246,225)	(267,155)	(20,930)	-	-	(99,385)	(99,385)	-	-	(1,643)	(1,643)	-	-	-	-
Net Employee Benefits	720,825	419,894	360,738	(59,156)	397,258	231,413	264,425	33,012	382,163	214,876	184,418	(30,458)	98,603	57,440	78,574	21,134
Materials and Services	4,522,304	2,447,229	2,199,366	(247,863)	7,872,602	4,241,656	3,241,547	(1,000,109)	1,305,264	737,587	532,292	(205,295)	341,000	208,445	195,536	(12,909)
Depreciation and Amortisation	21,842	12,740	11,864	(876)	441,702	257,663	250,662	(7,001)	424,174	247,436	233,442	(13,994)	31,104	18,144	19,576	1,432
Finance Costs	-	-	-	-	24,844	-	-	-	1,120	-	-	-	3,240	-	-	-
Corporate Overhead	316,671	184,723	184,723	-	461,927	269,458	269,458	-	180,702	105,413	105,413	-	54,695	31,906	31,906	-
Total Operating Expenses	5,581,642	3,064,586	2,756,691	(307,895)	9,198,333	5,000,190	4,026,092	(974,098)	2,293,423	1,305,312	1,055,565	(249,747)	528,642	315,935	325,592	9,657
Operating (surplus)/deficit	(1,870,998)	(1,406,335)	(1,053,257)	353,078	1,620,633	1,038,503	127,954	(910,549)	53,423	(1,357)	(475,686)	(474,329)	(36,005)	(13,443)	(130,471)	(117,028)
Capital Revenue																
Capital Grants & Subsidies	-	-	-	-	(202,980)	(202,980)	(341,204)	(138,224)	-	-	-	-	-	-	-	-
Contributions	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Contributions - Contributed Assets	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Contributions from Developers - Cash	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Disposal of Non-Current Assets	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Capital Revenue	-	-	-	-	(202,980)	(202,980)	(341,204)	(138,224)	-	-	-	-	-	-	-	-
Capital Expenses																
Loss of Revaluation of Inventory	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Restoration of Land Provision	-	-	1,556	1,556	-	-	23,605	23,605	-	-	-	-	-	-	-	-
Capital Expense Write-Off	-	-	17,414	17,414	-	-	-	-	100,000	-	-	-	-	-	-	-
Total Capital Expenses	-	-	18,970	18,970	-	-	23,605	23,605	100,000	-	-	-	-	-	-	-
Net Result (surplus)/deficit	(1,870,998)	(1,406,335)	(1,034,287)	372,048	1,417,653	835,523	(189,645)	(1,025,168)	153,423	(1,357)	(475,686)	(474,329)	(36,005)	(13,443)	(130,471)	(117,028)
Capital Funding Applications																
Capital Expenditure - New Assets	-	-	-	-	803,083	593,083	438,003	(155,080)	-	-	-	-	8,500	8,500	248	(8,252)
Capital Expenditure - Upgrade Assets	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Capital Expenditure - Replacement Assets	-	-	-	-	64,500	22,000	6,919	(15,081)	416,845	388,991	1,843	(387,148)	-	-	-	-
Loan Principal	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Land Rehab	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Capital Funding Applications	-	-	-	-	867,583	615,083	444,922	(170,161)	416,845	388,991	1,843	(387,148)	8,500	8,500	248	(8,252)

Title Corporate Services Quarterly Report October to December 2021

Date 1 February 2022

Responsible Manager P. Greet, A/GENERAL MANAGER (CORPORATE SERVICES)

Summary

The purpose of this Report is to provide Council with an update in relation to the Corporate Services Departments during the second quarter of the 2021-2022 financial year.

Link to Corporate Plan

Strategic Priority: Active Vibrant Community

- Our parks, open spaces, and community facilities are alive with activities and connect our communities.
- We are a strong sustainable community supported by volunteers.

Strategic Priority: Quality Lifestyle

- Our residents are provided with modern infrastructure and quality essential services across our region.
- Our recreational spaces and community facilities are attractive, safe, and accessible.
- We attract families to live, work, prosper, and play in our region.
- We take pride in our natural assets, environment, and heritage.

Strategic Priority: Sustainable Organisation

- We are recognised as a financially intelligent and responsible Council.
- We focus on proactive, sustainable planning for the future.
- Our people are skilled and values driven to make a real difference.
- Our agile and responsive business model enables us to align our capacity with service delivery.
- Our effective asset management ensures that we responsibly maintain our community assets.

Material Personal Interest/Conflict of Interest

Nil

Officer's Recommendation

That this Report be received and noted.

Background Information

The Corporate Services division provides a quarterly report update of general status and performance, providing Council with information on significant activities.

Report

This Report lists the activities for the second quarter of the 2021-2022 financial year from the Facilities, Human Resources, Information Technology and Customer Support and Governance departments. The Finance department provide a separate monthly report to Council.

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

It is recommended that Council receive and note this Report.

Attachments

1. Corporate Services Quarterly Report October to December 2021

Authored by: K. Sutton, EXECUTIVE OFFICER

CORPORATE SERVICES

Quarterly Report



October to December

Page 199 of 241

2021

Facilities.

PMO

14 projects completed including:

- Myall Remembrance Park Irrigation Upgrade
- Kogan Hall Roof Replacement
- Wandoan Aquatic Centre Pool Leak
- Grevillea Park Tara Lighting Upgrade
- Brigalow Park Shade Structure
- Tanderra Cemetery Fence Replacement
- Kogan Hall Restumping
- Saleyards House Refurbishment
- Bell Showgrounds Cement Stable Floor
- Lions Park Dalby
- Westmar Playground
- Active Gameday Projects Funding Application
- Myall Creek Yarning Circle Shade Sail Replacement
- Jimbour Hall Roller Door

Masterplan update

Tara Lagoon Parkland Redevelopment - completed

120 Cunningham Street - Design is complete, tender to be advertised in February

Thomas Jack Park - Design options presented to Council

Operations



233

trees planted across the Western Downs Region



55%

increase in bookings at the Dalby Events Centre from 20/21 quarter

02 WD Cinema Chinchilla

Total income

Total for all movies
Tickets 3,030

Sales **\$31,550.10**

Candybar Sales
Items 2,957

Sales **\$26,389**

Pool Attendance



	20/21 - 25,000 aprx	21/22 - 20,000 aprx
Chinchilla	20/21 - 25,000 aprx	21/22 - 20,000 aprx
Dalby	20/21 - 35,000 aprx	21/22 - 29,000 aprx
Jandowae	20/21 - >1,000	21/22 - >1,000
Miles	20/21 - >1,000	21/22 - >1,000
Wandoan	20/21 - >1,000	21/22 - >1,000

Pool attendance decreased 24% from last quarter

Facilities spent **\$4.8m** from Oct - Dec locally

Saleyards



Saleyards comparative throughput has decreased by 9.2% compared to the same quarter last year

2020/21 - 45,975

2021/22 - 41,740

Efficiency measures



Solar productions of **208,326kw** or 1,882,563 loads of washing



\$11,063,51 in reduced costs this quarter for service delivery contracts



6 contracts awarded

Aerodromes



Total recorded landings

20/21 - 1,711 21/22 - 2,137

Total revenue generated

20/21 173K 21/22 174K

Housing



Total Housing inspections completed

21/22 - 79/79



Tara Lagoon

Highlights

Mitch Pogan, a current employee & former trainee, was awarded the **Bob Marshman Trainee of the Year** at State Finals & went on to be a finalist in the Australian Training Awards in November.

Safe Work Month in October provided employees Driver Awareness (reversing, distraction & fatigue) & Heat Stress Management techniques to assist in promoting safe driving & prevention of heat stress techniques.

The recruitment team collaborated with Communication & Marketing to **enhance WDRC's job vacancy advertisements** on Facebook.

185 applications were received for the **2022 Kick Start your Career campaign** with **recruitment finalised** for the 24 Traineeships/Apprenticeships, which included 2 School Based Traineeships and 2 Kickstart Disability Traineeships.

Payroll processed & implemented the **State Wage Case allowances & rate increases**, where the Local Government Industry Award had superseded the WDRC certified agreements for relevant employees.

The introduction of the Authority Connect mobile kiosk application has **reduced the need for employees to complete manual timesheets** when applying for different leave types.

Developed a **COVID-19 policy & fact sheet**, as well as identifying positions mandated for the vaccination & coordinated with the business to manage COVID-19 requirements.

WDRC hosted the **2021 Rural Management Challenge (RMC)** & the **Southern Qld Branch forum**, the Organisational Development team liaised with LGMA to organise both events. There were 8 teams who participated in the RMC including 2 teams from WDRC. 'The Western Downs Experience', WDRC team mentored by HR team member, Emma McGovern won the challenge.

Mind Matters - Mental Health Roadshow Held Across Region



Mind Matters Mental Health Awareness roadshow was rolled out across the region in November focusing on positive mindset and taking proactive measures to improve employees' well-being.

HEADCOUNT



726 compared to **710**

Q1 2021/22

Q2 2021/22

FULL TIME EQUIVALENTS

634.45 compared to **616.90**

Q1 2021/22

Q2 2021/22

In Progress

Payroll commenced the **National Australia Bank (NAB) Direct Link project** which will allow the bank file to be transferred directly from the Payroll system (Authority) to NAB reducing the likelihood of the file being tampered with, which will result in improved security & auditing ability.

The HR Services team is collaborating with Business Systems to **develop a planned vs unplanned leave report**, that will assist in monitoring excessive unplanned absenteeism.

Phase two of WDRC's **drug and alcohol testing** has begun & all WHS Advisors have conducted drugwipe refresher training.

Years of services awards are being prepared for 2022 to **recognise length of service of staff**, which includes one employee with an outstanding 50 years of service.

Coming Soon

A **One HR biography poster** is being developed to provide staff an overview of who works in the HR team & how they can assist.

Achievements

Spectrum Database TrueView

A new property reporting tool generated from Spectrum Spatial that will allow staff to generate and print reports and maps displaying property or asset is available to the public via Council's website.

Corporate Wi-Fi Points

Additional Wi-fi points have now been installed in various meeting rooms and depots across the region to improve connectivity.

KnowBe4—Security Awareness Proficiency Assessment

ICT has now completed the Security Awareness Proficiency Assessment. This assessment is designed to discover what security training Council needs to provide to staff members. Thank you to all who participated.

Authority Connect—Employee Kiosk

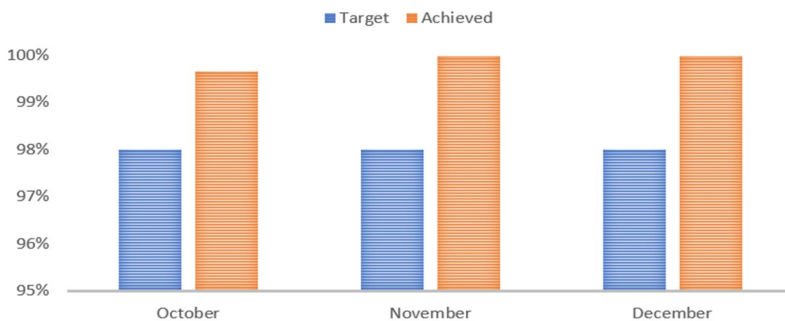
The all new application for the requesting of leave, approvals and pay details from anywhere, anytime, on any device has now been deployed to all council devices

Rural Management Challenge

ICT had the pleasure of having two team members participate in the Rural Management Challenge, Brittney Ostwald and Mitch Peeler. Congratulations to Mitch Peeler and his team 'The Western Downs Experience' for winning the Rural Management Challenge 2021!



CORPORATE APPLICATION UPTIME



Coming Soon

Flexipurchase Optimisation

Implementation of process improvements for Councils corporate card solution such as single sign on for all users, automatic email notification and escalations and file automation between Flexipurchase and Authority .

Authority Patch (March Release)

This is a mandatory Patch that Council will be required to take which will include Single Touch Payroll changes as required by the Australian Taxation Office.

In Progress

Procure to Pay

Online invoice processing resulting in efficiencies through integration and automatic invoice matching.

NAB Link

Automated secure file transform channel enabling connectivity between NAB and Authority.

Corporate Website Replacement

The replacement of Council's current corporate website resulting in a contemporary, user friendly and supported platform.

Beakon App

A mobile app for staff and Safety Officers to log and manage incidents while out in the field. The app will be available in March 2022.

Development Online

A solution to provide our community with an online self-services portal providing access to planning data.

Conversion to Spatial Database

The design and build of a suitable database to store Council's GIS Data which was previously stored on council's local network

CCTV Replacement

Annual review and replacement of Corporate CCTV across the region.

Forms and Automation

Transition of online forms located on the corporate website to a new, automated solution .

Facilities Online Booking System

An online system for customers to book various Council facilities such as campgrounds and event centres.

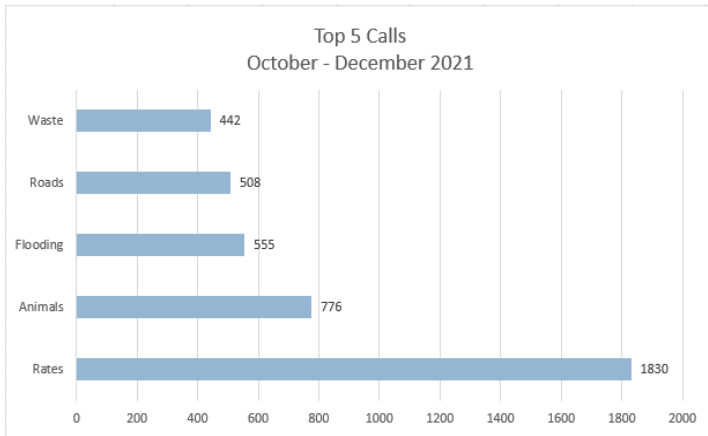
Network Connectivity Upgrade

Upgrade of switches and routers across the region to ensure continued network reliability and performance for staff accessing Council's systems.

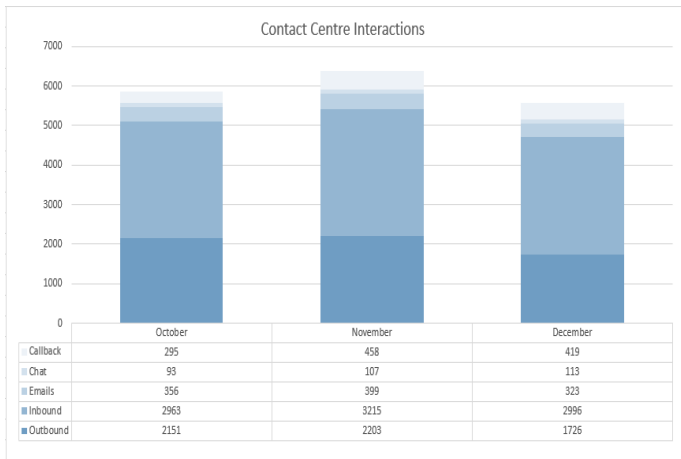
Facilities Asset Management Solution

Implementation of a cloud based Asset Management Solution for Facilities to aid in the management of Council's assets

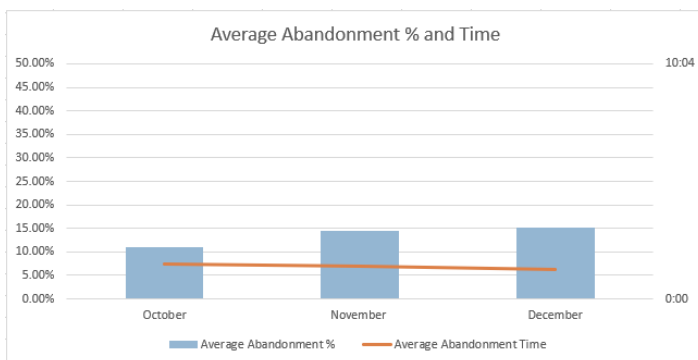
Top 5 Calls



Call Volume



Call Abandonment



3.92

minute

Avg call resolution time



93.27%

of calls resolved on first point of contact

Achievements

Internal Audits - Accounts Payable & Accounts Receivable Internal Audit completed.

2020/21 Annual Report Adopted.

Customer Service Institute of Australia Winner Customer Service Organisation of the Year—Government/Non-for Profit.

Fraud and Corruption Control Plan review and update.

Enterprise Risk Management Framework review completed.

Phase 2 Cloud Contact System Project completed.

Latest RedOffice software update to ECM system completed .

In Progress

Fleet Management Action Plan in progress to control fleet related risks.

Fleet Management Internal Audit.

Development of new online learning module “Driving a Vehicle for Work”.

Audit Committee Self Assessment tool released to gauge opinions on committee functioning and improvement.

Review of Acceptable Request Guidelines—Council Policy.

Coming Soon

Replacement of scanning software project.

Review of Confidentiality—Council Policy.

Review of Information Privacy—Council Policy.

Ethics training for senior staff being delivered by the Queensland Ombudsman in March 2022.

Ethics, Fraud & Corruption Awareness module being developed for the Learning Management System.

2022-2023 Operational Plan Development.

Title	Corporate Services Report Auction Results Sale Land Rates Arrears
Date	12 January 2022
Responsible Manager	T. Skillington, ACTING CHIEF FINANCIAL OFFICER

Summary

The purpose of this Report is to provide Council with the results of the sale of land for rates arrears process for 2021, which concluded with a public auction conducted 19 November 2021.

Link to Corporate Plan

Strategic Priority: Sustainable Organisation

- We are recognised as a financially intelligent and responsible Council.
- We focus on proactive, sustainable planning for the future.
- Our people are skilled and values driven to make a real difference.
- Our agile and responsive business model enables us to align our capacity with service delivery.
- Our effective asset management ensures that we responsibly maintain our community assets.

Material Personal Interest/Conflict of Interest

Nil

Officer's Recommendation

That this Report be received and noted.

Background Information

Council resolved at its meeting of 19 May 2021, to proceed in accordance with Section 140 of the *Local Government Regulation 2012*, to issue Notices of Intention to Sell with respect to thirty-one properties contained in the Schedule attached to that Report. Refer to Attachment 1 - ("Properties Proposed for Sale of Rates Arrears")

Report

A public auction was conducted on Friday, 19 November 2021 for those properties where payment in full had not been received by the time of the auction. Council's terms and conditions for the sale of land auction were changed from settlement in full on the date of auction to a ten percent (10%) deposit required to be paid on auction date, with balance funds to be paid within fourteen days.

Of the thirty-one properties listed in the original schedule, fifteen of the properties where either:

- Sold by the registered owner of their own volition with the outstanding rates and charges being paid on settlement (one property);
- The rate payer entered an acceptable payment plan (two properties);
- The rate payer paid the outstanding rates and charges (nine properties);
- The registered mortgagor paid the outstanding rates and charges (three properties).

The remaining sixteen properties were offered for sale at the auction. Fourteen of the properties offered for sale successfully reached the established reserve price and were sold to the highest bidders.

Two properties failed to reach the established reserve price, however, one property was subsequently sold by negotiation to the highest bidder. Recent change to legislation has removed the requirement for land that did not sell at auction to be acquired by the local government.

It is proposed that another sale of land for rates arrears auction be conducted in October/November 2022, with a further report to be presented to Council in May 2022 detailing the properties identified to be included in this process.

Consultation (Internal/External)

Consultation occurred internally with Revenue Staff, The Acting Chief Financial Officer, General Counsel and the General Manager (Corporate Services).

Legal/Policy Implications (Justification if applicable)

The *Local Government Regulation 2012* outlines the legislative powers available to local governments selling or acquiring land for overdue rates and/or charges. The expense incurred by Council in this regard will be passed onto the debt outstanding on the land and recovered accordingly. Council utilised the services of its internal Legal Services Team in relation to contract management and settlement to minimise these expenses.

In addition, the *Local Government Legislation Amendment Regulation (No. 1) 2020* has removed the restrictions imposed on a local government when selling land for overdue rates. These changes include the following:

- Removing the restriction in Section 143 of the regulations that a local government can only negotiate with the highest bidder at the auction and that the price must be more than the highest bid;
- Removing the requirement that the land is deemed to have been sold to the local government if the land does not sell at the auction or following any subsequent negotiations for sale;
- Provides that if the land fails to sell at auction or by private contract within twelve months after the local government gives the notice of intention to sell, the sale of land process must end; and
- Provides that the local government may commence fresh procedures to sell the same land at any time after the previous procedures have ended.

Budget/Financial Implications

Properties included in the original schedule presented to Council in May, comprised approximately 0.43% (or \$235K) of arrears at that time, with over 95% of this being recovered from the sale of land for rates arrears process (including auction sales).

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 sale of land for rates arrears process for 2021 has been finalised. The outcome reflects a well-attended and extremely competitive auction. It is recommended that Council continue to utilise the services of Legal Services Team in relation to contract management and continue to offer settlement terms of fourteen (14) days from contract date to encourage a broader range of future potential bidders.

Attachments

1. Properties Proposed for Sale of Rates Arrears
2. Results of Sale conducted 19 November 2021

Authored by: L. Zeller, REVENUE SUPERVISOR - UTILITIES RECEIVABLES & DEBT RECOVERY

Sale of Land as at 28 April 2021 - Report to Council					
Assessment Number	Property Address	Title Details	Water Balance	Rates Balance	Total Outstanding
665	95 Edward Street DALBY QLD 4405	LOT 83 D 961	\$ 3,711.35	\$ 12,294.23	\$ 16,005.58
745	1 Knowles Street DALBY QLD 4405	LOT 2 RP 65387	\$ 294.56	\$ 10,247.62	\$ 10,542.18
1140	11 Wills Place DALBY QLD 4405	LOT 17 RP 203814	-\$ 122.97	\$ 13,280.03	\$ 13,157.06
1998	22 Orpen Street DALBY QLD 4405	LOT 2 RP 68523	\$ 706.71	\$ 10,564.44	\$ 11,271.15
2313	5 Drury Street DALBY QLD 4405	LOT 3 RP 68833	\$ -	\$ 11,385.10	\$ 11,385.10
6522	11 Hurse Street CHINCHILLA QLD 4413	LOT 15 SP 209313	\$ -	\$ 12,861.46	\$ 12,861.46
6569	7 Barnsley Street CHINCHILLA QLD 4413	LOT 69 SP 209313	\$ -	\$ 12,861.46	\$ 12,861.46
6579	26 Hurse Street CHINCHILLA QLD 4413	LOT 85 SP 209313	\$ -	\$ 12,956.28	\$ 12,956.28
11610	78 North Street CHINCHILLA QLD 4413	LOT 2 RP 194172	\$ 1,596.52	\$ 12,493.98	\$ 14,090.50
12759	Ravens Road WIEAMBILLA QLD 4413	LOT 7 RP 135939	\$ -	\$ 2,304.46	\$ 2,304.46
14036	8 Davidson Court CHINCHILLA QLD 4413	LOT 8 SP 177967	\$ 5,795.84	\$ 11,465.54	\$ 17,261.38
30480	4 Tucker Street TARA QLD 4421	LOT 2 RP 190954	\$ -	\$ 7,356.88	\$ 7,356.88
30537	17 Binnie Street TARA QLD 4421	LOT 619 T 5642	\$ 1,891.53	\$ 9,788.83	\$ 11,680.36
30682	14 Naughtin Street TARA QLD 4421	LOT 16 T 56424	\$ 87.18	\$ 10,355.96	\$ 10,443.14
30881	Vickery Road GORANBA QLD 4421	LOT 25 RP 183539	\$ -	\$ 2,889.37	\$ 2,889.37
31102	Chinchilla-Tara Road TARA QLD 4421	LOT 16 SP 168087	\$ -	\$ 4,127.87	\$ 4,127.87
31937	Weranga North Road WERANGA QLD 4405	LOT 1 RP 187337	\$ -	\$ 3,398.25	\$ 3,398.25
32019	188 McKee Drive WERANGA QLD 4405	LOT 44 RP 187729	\$ -	\$ 3,260.85	\$ 3,260.85
32050	Ross Road WERANGA QLD 4405	LOT 95 RP 187730	\$ -	\$ 3,239.69	\$ 3,239.69
32300	22 Kookaburra Drive TARA QLD 4421	LOT 40 RP 188562	\$ -	\$ 4,328.68	\$ 4,328.68
32339	4615 Chinchilla-Tara Road TARA QLD 4421	LOT 6 RP 181365	\$ -	\$ 6,610.79	\$ 6,610.79
32371	Veronica Road TARA QLD 4421	LOT 43 RP 186218	\$ -	\$ 4,464.88	\$ 4,464.88
32743	257 Tregathlyn Road TARA QLD 4421	LOT 171 RP 185322	\$ -	\$ 6,449.55	\$ 6,449.55
32791	Tara-Kogan Road TARA QLD 4421	LOT 3 RP 184355	\$ -	\$ 5,947.80	\$ 5,947.80
33053	Golden Glow Road TARA QLD 4421	LOT 94 RP 186263	\$ -	\$ 4,556.83	\$ 4,556.83
33145	Bright Lane TARA QLD 4421	LOT 258 RP 186267	\$ -	\$ 3,692.14	\$ 3,692.14
33217	Humbug Road TARA QLD 4421	LOT 17 RP 206170	\$ -	\$ 3,812.24	\$ 3,812.24
33494	370 Kofoeds Road TARA QLD 4421	LOT 114 RP 185318	\$ -	\$ 3,211.89	\$ 3,211.89
33549	64 Kofoeds Road TARA QLD 4421	LOT 131 RP 185321	\$ -	\$ 2,669.14	\$ 2,669.14
41778	607 Old Rosevale Road JANDOWAE QLD 4410	LOT 1 RP 140989	\$ -	\$ 3,770.97	\$ 3,770.97
41966	Kumbarilla Lane KUMBARILLA QLD 4405	LOT 2 RP 184386	\$ -	\$ 4,337.88	\$ 4,337.88
					\$ 234,945.81

Assessment	Property Address	Title Details	Current Val	RT Balance	WB Balance	Valuation Costs	Total Outstanding	Reserve	Auction Result
2313	Mr D F Lawrence	LOT 3 RP 68833	\$ 54,000.00	\$ 14,114.60	\$ -	\$ 605.00	\$ 14,719.60	\$ 54,000.00	\$ 54,000.00
30480	Surat Basin Builders Pty Ltd	LOT 2 RP 190954	\$ 19,200.00	\$ 9,612.31	\$ -	\$ 605.00	\$ 10,217.31	\$ 19,200.00	\$ 19,200.00
30682	Mr M R Moffat	LOT 16 T 56424	\$ 17,800.00	\$ 13,284.38	\$ 91.21	\$ 605.00	\$ 13,980.59	\$ 17,800.00	\$ 22,000.00
30881	Mrs C J Farrow	LOT 25 RP 183539	\$ 22,000.00	\$ 3,994.09	\$ -	\$ 605.00	\$ 4,599.09	\$ 22,000.00	\$ 26,000.00
31102	Ms D Wike	LOT 16 SP 168087	\$ 62,000.00	\$ 5,427.26	\$ -	\$ 605.00	\$ 6,032.26	\$ 50,000.00	\$ 76,000.00
31937	S M Bellare & Ms S Bellare	LOT 1 RP 187337	\$ 24,000.00	\$ 4,523.27	\$ -	\$ 605.00	\$ 5,128.27	\$ 24,000.00	\$ 31,000.00
32019	Mr J D S Hutton	LOT 44 RP 187729	\$ 20,500.00	\$ 4,490.19	\$ -	\$ 605.00	\$ 5,095.19	\$ 20,500.00	\$ 40,000.00
32050	Mr T L Thorn	LOT 95 RP 187730	\$ 24,500.00	\$ 4,383.65	\$ -	\$ 605.00	\$ 4,988.65	\$ 24,500.00	\$ 32,000.00
32300	Mrs E P & Mr F J Renouf	LOT 40 RP 188562	\$ 22,500.00	\$ 5,554.20	\$ -	\$ 605.00	\$ 6,159.20	\$ 22,500.00	\$ 44,000.00
32339	Ms M J T Ling	LOT 6 RP 181365	\$ 25,500.00	\$ 8,408.62	\$ -	\$ 605.00	\$ 9,013.62	\$ 235,000.00	Passed In
32371	Ms F D Noonan	LOT 43 RP 186218	\$ 24,500.00	\$ 5,748.86	\$ -	\$ 605.00	\$ 6,353.86	\$ 24,500.00	\$ 32,000.00
32791	Messrs M Zuercher & R Muehlenbruch	LOT 3 RP 184355	\$ 25,000.00	\$ 7,239.28	\$ -	\$ 605.00	\$ 7,844.28	\$ 25,000.00	\$ 30,000.00
33053	Ms T C Bui	LOT 94 RP 186263	\$ 20,500.00	\$ 5,803.28	\$ -	\$ 605.00	\$ 6,408.28	\$ 20,500.00	\$ 32,000.00
33217	Mr C T Nepia	LOT 17 RP 206170	\$ 20,500.00	\$ 5,040.31	\$ -	\$ 605.00	\$ 5,645.31	\$ 20,500.00	\$ 32,000.00
41778	Mr K J Sherwood	LOT 1 RP 140989	\$ 3,800.00	\$ 5,063.96	\$ -	\$ 605.00	\$ 5,668.96	\$ 5,669.00	\$ 14,000.00
41966	Mr F J Dubbins & Ms L J Cummins	LOT 2 RP 184386	\$ 55,000.00	\$ 5,500.66	\$ -	\$ 605.00	\$ 6,105.66	\$ 38,000.00	\$ 60,000.00

Title Infrastructure Services Quarterly Report October to December 2021

Date 2 February 2022

Responsible Manager G. Cook, GENERAL MANAGER (INFRASTRUCTURE SERVICES)

Summary

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.

Link to Corporate Plan

Strategic Priority: Strong Diverse Economy

- We aggressively attract business and investment opportunities.
- Our region is a recognised leader in agribusiness, energy, and manufacturing.
- We deliver water security to enable future economic growth.
- We proactively advance our region as a tourism destination.
- Our business and industry actively live and buy local.

Strategic Priority: Active Vibrant Community

- We are a happy, inclusive community, proud of where we live.
- Our people of diverse backgrounds and ages are united by social, cultural, and sporting activities.
- Our parks, open spaces, and community facilities are alive with activities and connect our communities.
- We are a strong sustainable community supported by volunteers.
- We empower communities to develop local initiatives and events.

Strategic Priority: Quality Lifestyle

- Our residents are provided with modern infrastructure and quality essential services across our region.
- Our recreational spaces and community facilities are attractive, safe, and accessible.
- We invest in safe, well maintained road networks to connect our region and support economic activities.
- We attract families to live, work, prosper, and play in our region.
- We take pride in our natural assets, environment, and heritage.

Strategic Priority: Sustainable Organisation

- We are recognised as a financially intelligent and responsible Council.
- We focus on proactive, sustainable planning for the future.
- Our people are skilled and values driven to make a real difference.
- Our agile and responsive business model enables us to align our capacity with service delivery.
- Our effective asset management ensures that we responsibly maintain our community assets.

Material Personal Interest/Conflict of Interest

Nil

Officer's Recommendation

That this Report be received and noted.

Background Information

The Infrastructure Services department provides a general status and performance update on a quarterly basis, providing Council with information on significant activities completed, in progress and planned.

Report

This Report lists the significant activities for the second quarter from October to December 2021 for the Infrastructure Services' Works, Utilities and Technical Services teams.

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

This Report is prepared for Council to receive and note.

Attachments

1. Infrastructure Services Quarterly Report October to December 2021 Q2

Authored by: B. Harper, PROJECT SUPPORT OFFICER

Infrastructure Services

Quarterly Report

October to December **2021**

WORKS CONSTRUCTION

Achievements

- *Daisy, Edith and Lee Sts, Miles — 548 lm of new concrete footpath constructed (funded by Works for Queensland)*
- *Mary Street, Dalby Stormwater Project Upgrade— Stormwater components ordered*
- *All 2019-2020—Carry Over Projects Completed*

Works Complete

- *Sherwood Road and Kogan Condamine Road, Condamine, Intersection Upgrade Project*
- *Moore-Bice Road, Drillham Gravel Resheet and Bitumen Dust Suppression*
- *Sargents and Sengs Roads, Jandowae Bitumen Dust Suppressions and gravel resheeting*
- *Broadwater Road, Nandi - Bitumen Dust Suppression Widening Project*
- *Schultz Road, Ducklo - Gravel Resheet Project*
- *Hayward Street, Warra Upgrade to gravel*
- *Homebush Street, Dalby Reconstruction including kerb and channel upgrade Project*
- *Morris Street, Dalby Reconstruction Project including kerb & channel upgrade*

548 lineal metres

Of new concrete footpath constructed



*Edith Street, Miles
New Footpath*

In Progress

- *Booral Road, Bundi Reconstruction Project*
- *D'Atkins Road Floodway Reconstruction Project*
- *Condamine Street, Dalby Reconstruction Project including kerb and channel upgrade*
- *Roberts St, Tara Upgrade Project from gravel pavement to bitumen seal*
- *Milne St, Tara Upgrade Project from gravel pavement to bitumen seal*
- *Dalwogan Road, Dalwogan Upgrade Project from natural formation to gravel pavement including a bitumen dust suppression*

21 kms *Of the regional gravel roads resheeted*

5.26kms *Of the roads reconstructed or upgraded*

What's Next

- *Russell Park, Bunya Mountains Carpark Upgrade Project*
- *Bundi Road, Bundi Upgrade Project*
- *Dulacca South Road, Dulacca Road Widening Project*
- *Glenern Road, Glenmorgan Road Widening Project*
- *Halliford Road, Ducklo, Upgrade Project*
- *Ashmore Street, Dalby Bitumen Dust Suppressions*
- *Moreton Street, Dalby Reconstruction Project*
- *Baskervilles Road, Jandowae — Reconstruction Project*
- *Meandarra Waste Transfer Station Access*

WORKS MAINTENANCE

Achievements

November / December 2021 Flood Response

The Western Downs experienced heavy rain and flooding in November and December 2021 which caused significant and widespread disruption to the regional road network, and extensive damage to roads throughout the region.

During the event Council's Works Staff responded by managing closures of flooded roads and performance of emergency repairs at all hours of the day. Over the course of the event, Council officers took action at 198 sites to maintain roads safety, including road closures, emergency repairs, or signage to warn of road damage.

During this time Council received 725 customer requests from the public reporting water over road, and requesting repair of road damage. Due to the high number of requests and the immediate priority of ensuring public safety during the event, a number of these requests are still being actioned. The overwhelming majority of customers have been understanding of the demands on Council during this time and appreciative of staff efforts.

This excellent response to this natural disaster was only possible by the dedication and hard work of Council's Works Department staff, particularly Coordinators, Supervisors, and crews based regionally throughout the Western Downs.

Council has activated for Disaster Recovery Funding Arrangements (DRFA) with the Queensland Reconstruction Authority (QRA) along with 22 other Councils throughout Queensland. These funding arrangements will allow Council to apply for reimbursement of some costs incurred during and immediately after the event, as well as the cost of emergency repairs to public assets and permanent repairs of eligible damage.



2,491 km of roadside slashed

25,250 litres of herbicide sprayed

2,100 tonnes of gravel patching performed

In Progress

- ◇ Department of Transport and Main Roads Reseal Prior Works
- ◇ Department of Transport and Main Roads Flood Damage Repairs— 2020 Flood Event
- ◇ 2021/22 Reseal Program (Package A)
- ◇ Emergent Works repairs of flood damage from Nov/Dec 2021 Event
- ◇ Consultant collection of flood damage from November / December 2021 Heavy Rainfall and Flooding

What's Next

- 2021 Reseal Program (Package B)
- Department of Transport and Main Roads Dalby Cooyar Rd Rehabilitation Ch. 0 to 4km
- Department of Transport and Main Roads Leichardt Hwy Rehabilitation Ch. 34.9 to 43.2 km (17km north of Wandoan)
- Bundi Road Bridge Replacement on Wandoan Creek
- Submission of flood damage DRFA claims to the QRA for assessment
- Dalby depot entrance upgrade— Dalby Jandowae Road
- Emergency repairs to Yeovil Rd bridge to remove 10T load limit
- Routine timber bridge maintenance package
- Routine line marking renewal and maintenance package (in conjunction with reseal line marking reinstatement)

WORKS STRATEGIC PLANNING

Key Achievements and What's Next

- The 20/21 road and footpath asset condition survey integrated into Works—Strategic Planning as an asset management tool to assist in asset management renewal planning.
- 3,500km of roads inspected for consideration for the 10yr works program
- 10yr Works Program Update in Progress

RUSSELL PARK MOUNTAIN BIKE TRAIL PROJECT

- Construction of the Mountain Bike Trails underway—with contractor Common Ground Trails on site.
- Trailhead Construction Package out to market—to be awarded in January 2022, with construction expected to commence in March 2022.
- Council's Works crew to commence Russell Park trailhead car park works in February 2022.



**2km Of Mountain
Bike Trail
Constructed**



MILES CBD STREETSCAPE PROJECT

Construction of the Miles CBD Streetscape Project underway with contractor—Bellwether Contractors

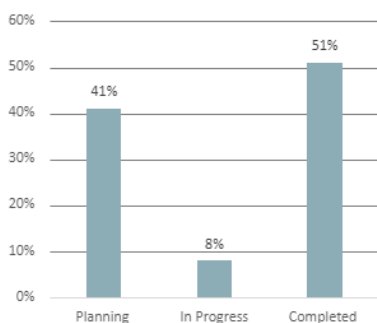
- Pavement Works are in progress,- pavement works substantially complete. Subsoil drainage installation well underway.
- Landscaping Works including decorative footpath and garden bed construction in progress.
- Art work fabrication has progressed with most pieces in the final stages of completion.
- Electrical upgrades are in progress.



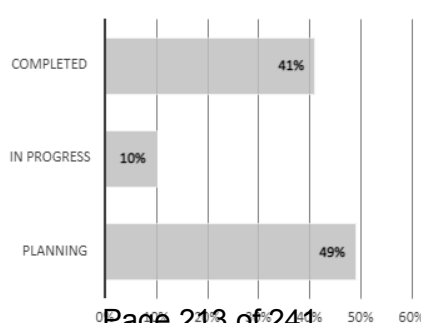
**1400 Tonne Of
Asphalt pavement
Constructed**



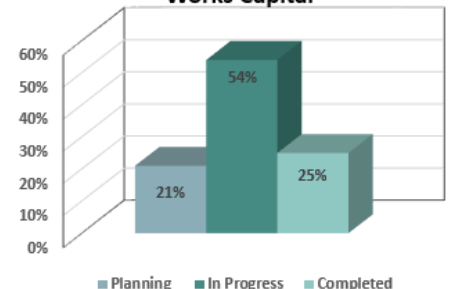
Works Operations



Commercial Works



Works Capital



TECHNICAL SERVICES

Design

Achievements

- 89% (47/53) of 2021-22 Design Program issued for Construction (IFC)
- 11% (6/53) the remaining projects are complete and awaiting DTMR approval and signoff
- Utilised drone to provide detailed imagery to assist in developing drainage design option for Halliford Road
- Commenced 2022-23 design program

What's Next

- Progress the 2022-23 Design Program



Drone imagery—Halliford Road

GIS & Asset Management

In Progress

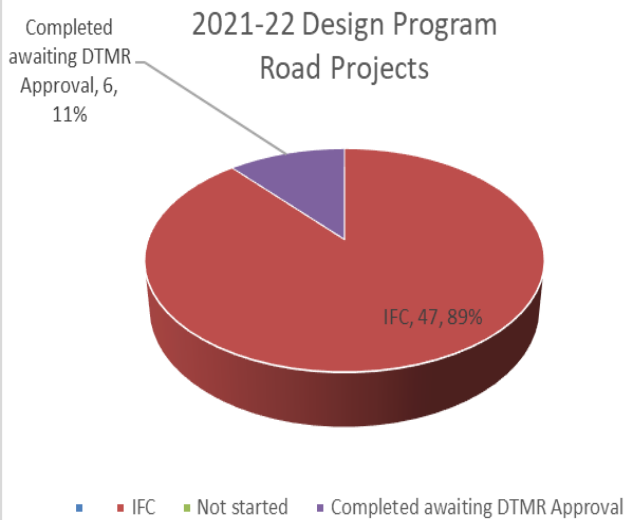
- Comprehensive valuation of water and sewer asset classes
- Indexation of Roads, Gas and Stormwater asset classes
- Projects capitalisation
- Asset Management improvement plans

Completed Projects

- Annual grid inspection program
- 6 monthly drone stock pile survey of gravel pits
- Launched publicly available interactive mapping service for planning scheme

What's Next

- Capitalisation of capital projects
- Progress Asset Management Improvement Plans



In Progress

- Kleinschmidt's Road, floodway design
- Geisel Street, Dalby
- Pratten Street, Dalby
- Glasson Street, K&C Chinchilla



Grid examples

TECHNICAL SERVICES

Quarry & Mobile Pits

In Progress

- Pit gravel production and aggregate production to complete 2021-22 construction and maintenance programs

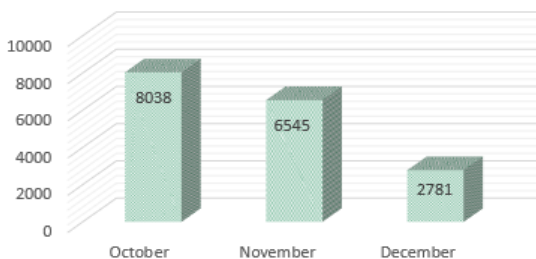
Achievements

- Jimbour gravel production completed for the current 2021-22 demand
- 2 Mine Entry Reports with no non-conformances identified from the Mines Directorate
- Safety—dust surveillance report completed noting efficient controls in place
- 62,704t gravel produced at pits
- 17,365t combined gravel/aggregate produced at Jimbour Quarry



Rehabilitation commenced at Keys Pit

Jimbour Quarry Production



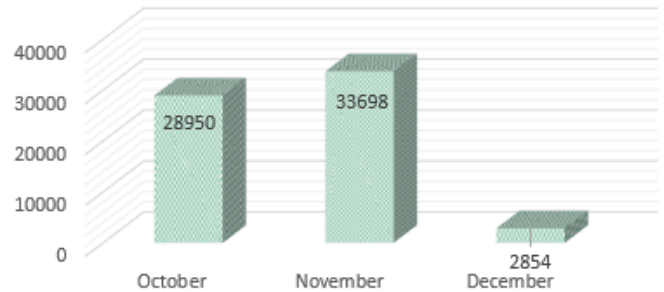
276 Resource Permits

193 Corridor Permits

686 NHVR Permits



Mobile Quarry Material Issued



Corridor Management

In Progress

- Arrow Energy undertaking and funding local road upgrades—Ducklo School Road, Theten Road, River Road, Jones Road, and Hennings Road, and design of Broadwater Road south of lake
- Arrow Energy—intersection upgrades with state roads nearing completion—Moonie Hwy/Daandine Road, Moonie Hwy/Broadwater Road, Dalby-Kogan Road/Daandine Nandi Road and Dalby-Kogan Road/Leahys Road
- Road Infrastructure Agreements –progressing with Arrow Energy and Wambo Wind Farm
- Grid inspection review

Achievements

- 5319 Permits approved in 2021 (21.7% increase on 2020)
- Approval to undertake resource funded upgrades on River Road also maintenance on Duleen-Daandine Road and other general maintenance as required



Section of Broadwater Road to be upgraded by Arrow Energy

UTILITIES

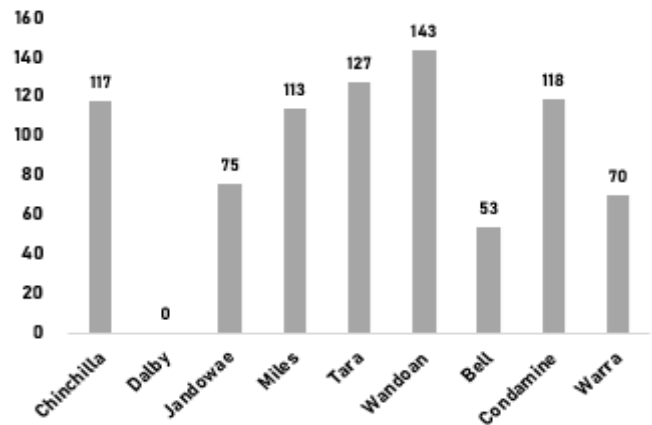
In Progress

- Boyd Street SPS 1 replacement
- Regional sewer relining
- Water main replacement in Bell
- Water main replacement in Dalby
- Chinchilla Waste Water Treatment Plant temporary inlet bypass
- Bell reservoir upgrade
- Jandowae Water Treatment Plant Clarifier platform & stairs
- Tara chemical shed repair
- Chinchilla & Jandowae high service pump replacement
- Jandowae sewer creek crossing
- Dalby river pump room stairs
- Dalby Corporate Officer Solar Carpark Project

What's Next

- Reviewing Chinchilla water main tender
- Blower replacement Dalby WWTP
- RO2 surge tank concrete slab
- Jandowae Spillway design
- Dulacca bore pump replacement
- By-product reduction Condamine WTP
- Water bore drilling Dalby

Scheme Average Daily Consumption/Connection (L/Connection/Day)

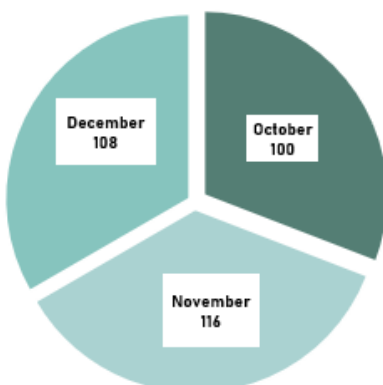


Dulacca Water Storage

Completed Projects

- Regional hatch sealing
- Tara shed floor
- Chinchilla rising main flood points
- Warra dam aerator

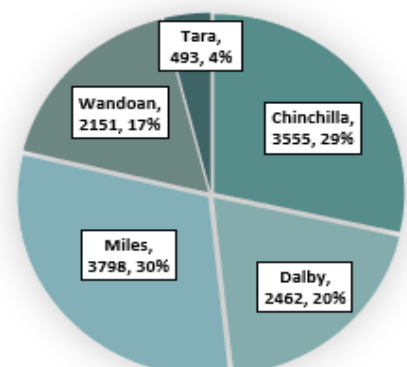
CRM's Received



Dalby Natural Gas Consumption Volume (Gj)



Standpipe Consumption (kL)



DISASTER MANAGEMENT

Achievements

- SES Appreciation Dinner in Tara
- Bunnings Vaccination Clinics Supported by WDRC and SES
- Airport Emergency Response Workshop Miles (Multi-agency)
- 2nd Round Qld Health Vax Clinic at DEC
- Nov/Dec Flooding Event—Successful Activation and Response. Formal debrief scheduled for Feb 2022
- Jandowae Dam Emergency Action Plan Amendment approved
- Local Disaster Management Plan Amendment approved



November-December 2021 Flooding
Dalby

In Progress

- Commissioning of new Blaxland and Ranges Bridge Rain and River Level Gauges
- Recovery Plan drafted TBC Feb 2022
- Reconstruction of Public Assets and Counter Disaster Operations Funding Applications complete for 2021 Flooding
- New Local Disaster Management Plan drafted and to be approved in 2022



Chinchilla SES Facility Upgrades in Progress

What's Next

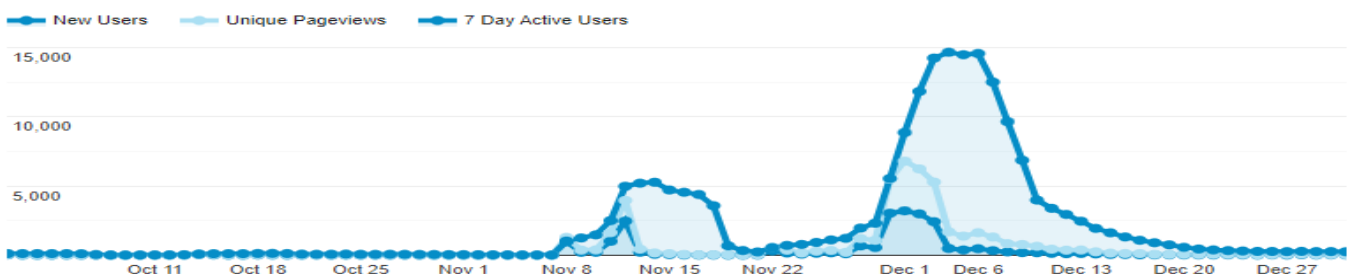
- Grand Opening of new Community Facility (Bligh Street)
- Planned \$250k upgrade of priority Flood gauges to ALERT 2 technology—increased reliability and useability
- \$100k Phase 3 project—SES facility upgrades

22,850 New

Dashboard users

162,998

Dashboard pageviews



Disaster Dashboard user trends

Title **Community and Liveability Report Waste Contract Extensions**

Date 7 February 2022

Responsible Manager T. Summerville, PLANNING AND ENVIRONMENT MANAGER

Summary

The purpose of this report is to update Council on several waste management facility and services operational contracts that are approaching the expiration of their initial period, and to seek Council's direction on the extension of these contracts.

Link to Corporate Plan

Strategic Priority: Quality Lifestyle

- Our residents are provided with modern infrastructure and quality essential services across our region.

Strategic Priority: Sustainable Organisation

- 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 is received and Council resolve to extend the following contracts by 2 years (being the allowable 2 by 1 year extension periods)

1. MM06-16-17 Winfield's Road Waste Management Centre (*Jandowae*) Operations & Maintenance. (Contractor: JJ Richards and Sons) new expiration date 31 January 2025.
2. MM29-16-17(A) Dalby, Chinchilla & Miles Waste and Recycling Centre Operations. (Contractor: Iolar Operational Services) new expiration date 31 October 2024.
3. MM33-16-17(C) Line Haul Waste Services (Contractor: JJ Richards and Sons) new expiration date 31 October 2024.
4. MM33-16-17(D) Tara & Wandoan Landfill Operations (Contractor: JJ Richards and Sons) new expiration date 31 October 2024.
5. MM29-16-17(B) Kaimkillenbun Waste and Recycling Centre Operations (Contractor: Judie Michelle Myers) new expiration date 31 October 2024.
6. MM29-16-17(B) Condamine Waste and Recycling Centre Operations (Contractor: Shane Michael Hickey, Paul Bernard Hopper & Maureen May Hopper) new expiration date 31 October 2024.

Background Information

Council operates a network of 17 waste facilities for public use in a variety of sizes and configurations as well as being either supervised or unsupervised. As of December 2021, the following facilities or services were in operation with their respective initial contract terms due to expire as stated:

Contract Details	Contractor	Unit Rates (as at December 2021, includes GST and adjusted as per the respective contractual rise & fall formulas)	Contract Expiration (initial period)
MM06-16-17 Winfield's Road Waste Management Centre (Jandowae) Operations & Maintenance	JJ Richards and Sons	\$102,855.89 /month	31 January 2023
MM29-16-17(A) Dalby, Chinchilla & Miles Waste and Recycling Centre Operations	Iolar Operational Services	\$34,243.02 /month (Dalby) \$34,654.13 /month (Chinchilla) \$27,114.06 /month (Miles)	31 October 2022
MM33-16-17(C) Line Haul Waste Services	JJ Richards and Sons	\$200.01 /hour	31 October 2022
MM33-16-17(D) Tara & Wandoan Landfill Operations	JJ Richards and Sons	\$29,472.27 /month (Tara) \$29,471.12 /month (Wandoan)	31 October 2022
MM29-16-17(B) Kaimkillenbun Waste and Recycling Centre Operations	Judie Michelle Myers	\$3,149.36 /month	31 October 2022
MM29-16-17(B) Condamine Waste and Recycling Centre Operations	Shane Michael Hickey, Paul Bernard Hopper & Maureen May Hopper	\$3,545.85 /month	31 October 2022

These contracts were entered into following a thorough open tender procurement process and were approved by Council at the Ordinary Meeting on 14 December 2016 for the Winfields Road contract and 23 August 2017 for the other 5 contracts.

Report

Contract Operations

Since their commencement, these contracts have all been operating effectively and the contractors operate in accordance with contemporary and thorough contract requirements.

Council's Waste team is diligent with highly effective contract management systems in place, which includes regular facility inspections, periodic audits (including reconciliation of facility data, CCTV & vehicle tracking) and the conduct of either monthly or bimonthly contractor meetings. At these contract meetings, the contract operations are discussed in detail and contractor performance is assessed against the respective contract's performance indicators.

Indeed, during these contracts, no formal rectification or enforcement action has been necessary for any of the contracts.

Value for Money

The previous process for awarding these open tenders was extremely thorough, and at the time, the new contracts awarded for established sites provided Council with considerable cost savings. The initial savings for waste site operations at Dalby, Chinchilla, Miles, Tara, Wandoan, Condamine and Kaimkillenbun totalled in excess of \$1m per annum, savings still experienced to this day.

Since the initial awarding of these contracts, rates have been adjusted as per the contractual rise & fall formulas generally linked to CPI however the rates remain very good value for money.

Optional Contract Extensions

The initial period for these 6 contracts are all due to expire in the coming 12 - 15 months. Each contract does provide for extension period(s), whereby at Council's sole discretion, the contracts may be extended for a further period of time. As the contract would be an extension, rather than a new contract, the existing terms would therefore continue.

The contracts all provide for up to 2 by one-year extension periods.

In the case of these waste contracts, it would appear to be advantageous to extend the contracts. The contracts, especially the larger contracts, generally remain good value for money, and with the current cost increases seen in the civil works sector, it remains a high risk that if tenders were called, that the pricing could increase significantly. The contracts for the Dalby, Chinchilla & Miles Waste and Recycling Centres, and the Waste Line Haul, in particular are considered to represent very good value for money and resulted in significant savings to Council since their commencement. Indeed, savings of approximately \$1 million per annum were achieved during the period these contracts have been operating compared to previous arrangements.

In the event that Council decided not to extend these contracts, tenders would need to be called as soon as possible to allow for a thorough tender process including the assessment of tenders and to provide sufficient time for a contractor to mobilise for this work. With the Garbage and Recycling collection contract soon to be called, there is limited capacity for this work to be undertaken and it would necessitate additional resourcing.

Additional Rationale for Winfields Road extension

For the Winfields Road contract, taking up the full extension period will be highly advantageous to Council as the current contract requires the contractor, as part of their ordinary operational duties, to install the first stage of the interim capping system once parts of the initial landfill cell (cell 1a) reach their design capacity. This was included in their usual monthly rate, with no additional payment payable for that work. This will involve the movement of a substantial volume of capping material from stockpiles on site, and will include its placement, compaction and testing.

Based on current waste disposal projections, this cell 1a is due to reach capacity at the time, or shortly after, this contract's initial term is due to expire, with the next cell (cell 1b) included in Council's 10 year capital budget for construction by 30 June 2023. In the event that a contract extension was not agreed to, this interim capping work would then be required by the next contractor, so in effect, Council would be paying for that work twice. It would be less than ideal if a contractor with minimal on-site experience was required to operate the site whilst the construction of cell 1b was underway.

Additionally, the placement of the initial layer of waste on top of the new liner system (i.e. the new liner installed for cell 1b) is a particularly high-risk period, as the liner can be susceptible to damage from unsuitable waste. In this case, it is considered advantageous for a contractor with substantial on-site experience to be operating the facility at that time, as they will be familiar with techniques and waste placement arrangements to protect the liner from damage whilst continuing to place unsuitable waste within the cell 1a landfill footprint.

Consultation (Internal/External)

Discussions were held with Council's Chief Procurement Officer on 9 December 2021 regarding this matter, and he has endorsed the commentary within this report regarding value for money and contractor performance, and has agreed with the recommendation to extend these contracts.

Legal/Policy Implications (Justification if applicable)

Comments were provided by Council's General Counsel on 2 February 2022 regarding this matter as follows:

Pursuant to cl 3.3 Council has the sole discretion to extend the term of the agreements as set out in Schedule 1. The extension period is stated in Sch 1 is up to 2 periods of 1 year each. There is no impediment to extend the contracts for a 2 year period (being the 2 x 1 year periods) from the expiration of their initial term.

I have reviewed the contracts at high level and note they were previously reviewed by the Chief Procurement Officer when they were awarded. They are in order and no changes are identified.

Budget/Financial Implications

The 2021/22 Operational budget has been drafted to include the costs of the current contract arrangements, which all have relevant 'rise and fall' indexation arrangements. Any decisions made on the extension of contracts or the calling of tenders will be considered in the drafting of the 2022/23 operational budget.

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'.

It is considered that any decisions on these contracts do not impact on any human rights.

Conclusion

These waste contracts have been operating successfully for up to 5 to 6 years. The performance of all the contractors has been very satisfactory with the contract rates still proving cost effective.

The existing contracts all provide an option to extend the contract beyond their initial period. The extension of these contracts would avoid the calling of new tender for a period of time and allow Council to maximise the advantages that exist within these contracts. As an alternative, Council could call for new tenders but this would be resource intensive and risk an increase in contract rates.

Accordingly, the recommendation as outlined in this report is for Council to extend each contract for 2 by 1 year terms.

Attachments

Nil

Authored by: Todd Summerville, Planning and Environment Manager

Title Community and Liveability Report Health Services Governance Report

Date 8 February 2022

Responsible Manager A. Yardley, Acting General Manager (Community & Liveability)

Summary

The purpose of this Report is to provide Council with an update in relation to:

- Council's management of Health Care Services, and
- the status of the transition of services to Southern Cross Care.

Link to Corporate Plan

Strategic Priority: Quality Lifestyle

- Our residents are provided with modern infrastructure and quality essential services across our region.
- Our recreational spaces and community facilities are attractive, safe, and accessible.
- We attract families to live, work, prosper, and play in our region.

Strategic Priority: Sustainable Organisation

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

At the 2 September 2021 Special Meeting of Council, Council resolved to enter into a management agreement with Southern Cross Care (Qld) Ltd (SCC) to manage the Tarcoola Residential Aged Care Facility (Tarcoola) and agreed to negotiate the transfer of its aged care services, including its assets, to SCC with a proposed transfer date of 31 March 2022.

SCC assumed management of Tarcoola from 6 September 2021.

On 8 December 2021, Council resolved to approve the execution of a contract which will result in the transfer of all Residential Aged Care and Community Care services and associated assets to SCC on 1 April 2022 (revised from 31 March 2022). The transfer contracts were executed on this same date (8 December 2021).

Although the management of Tarcoola is now being performed by SCC and the transfer of services to SCC on 1 April 2022 is progressing, Council remains responsible for the delivery of aged care services to residents and clients. The Aged Care Quality and Safety Commission defines the standard of care to be delivered in its Quality Standards. The Quality Standards are made up of eight individual standards being:

1. Consumer dignity and choice
2. Ongoing assessment and planning with consumers
3. Personal care and clinical care
4. Services and supports for daily living

5. Organisation's service environment
6. Feedback and complaints
7. Human Resources, and
8. Organisational governance

Report

This report provides Council with an update on:

1. Legislative Covid requirements
2. Performance of Health Services, and
3. Progress of the transfer of Services to SCC.

1. Legislative COVID Requirements

Booster vaccinations now have been recommended for all residents and staff who had their second vaccination at least 3 months ago. All Health Services staff are double vaccinated and when eligible, staff are being encouraged to obtain their booster shot. Please note the booster vaccination has not yet become mandatory for Health Services Staff.

Tarcoola

100% staff double vaccinated
40% staff triple vaccinated

Carinya

100% staff vaccinated
44% staff triple vaccinated

Community Care

100% staff vaccinated
49% staff triple vaccinated

On 14 January, the State's Chief Health Officer included Western Downs Regional Council LGA in the high-risk CoVid category. In line with the Health Directive, Health Services Staff's PPE requirements were raised to HIGH requiring staff to wear full PPE when undertaking resident and client care.

2. Performance

• Tarcoola

Residential Aged Care Facility (RACF) Update:

Permanent Residents:	17
Respite Residents:	1
Discharges:	0
SIRS (see below):	1
Waiting List:	2

Serious Incident Response Scheme (SIRS) Reporting -

One SIRS Priority 2 reported - No evidence found to substantiate the allegation. No further information requested by the Aged Care Quality and Safety Commission (ACQSC) at time of report.

Tarcoola RACF Clinical Indicators

Refer to Attachment 1. All Registers are up to date.

Tarcoola RACF Update

Southern Cross Care continues to provide clinical management of Tarcoola.

Tarcoola Clinical Staffing Update

Staffing levels remain adequate given resident numbers.

Audits

Nil ACQSC audits conducted during the month of January 2022.

- **Carinya**

Residential Aged Care Facility (RACF) Update

Permanent Residents:	16
Respite Residents:	3
Discharges:	0
SIRS	0
Waiting List:	0

Serious Incident Response Scheme (SIRS) Reporting

There were no incidents for January 2022.

Audits

As per the last report to Council, Carinya received a request for information from ACQSC re Standard 3 (3) (a) (b) (g) and Standard 7(3)(a). A written response was submitted with no further updates at this time.

Carinya RACF Clinical Indicators

Registers are up to date. See Attachment 1.

Carinya Clinical Staffing Update

Staffing levels remain adequate given resident numbers.

- **Community Care**

Audit of Council's Community Care Services by ACQSC - Issues of Non-Compliance

ACQSC has made nil requests for further information nor have they indicated when they would be undertaking a follow up audit. Monthly telephone meetings continue with the Department of Social Services.

Health Services Coordinator Update

This Position remains vacant - a staff member is currently acting in the position.

Community Care Key Performance Indicators

Key Performance Indicators have been reviewed with no trending issues of concern. See Attachment 1.

Organisational Enterprise Risks

Council is responsible for the delivery of safe and quality care and services to the residents of Council owned and operated aged care facilities. The provision of health care services is considered a **critical** organisational enterprise risk and remains at this level.

Risks as an Aged Care Provider

The significant risks have been reviewed and there has been no change to the risk rating, as reported, since the December 2021 meeting of Council.

<u>Risk</u>	<u>Risk Impact</u>	<u>Consequence</u>	<u>Likelihood</u>	<u>Risk Rating</u>
Qualified & Skilled Staff	Quality Resident Care / Service Delivery Resident Safety / Injury Non-Compliance Financial	<u>MAJOR</u>	<u>LIKELY</u>	<u>Significant</u>
Clinical Governance	Quality Resident Care / Service Delivery Resident Safety / Injury Sanctions Legal Action Financial Reputation	<u>MAJOR</u>	<u>LIKELY</u>	<u>Significant</u>
Legislative & Regulatory Compliance	Legal Action Sanctions Financial Reputation	<u>MAJOR</u>	<u>LIKELY</u>	<u>Significant</u>

Council continues to closely monitor staffing. Placement agencies continue to advise that senior clinicians are in extremely high demand across the industry. In addition, difficulties are now being experienced because of the current COVID-19 lockdowns and the requirement for all staff to be fully vaccinated. Consequently, this places more stress on an industry which already has skills shortages.

3. Status of the transfer to Southern Cross Care (Qld) Ltd

There are currently no issues of significance arising from the transition of services to SCC on 1 April 2022.

On 21 January, the Department of Health formally approved the withdrawal of **Western Downs Regional Council** from the delivery of Commonwealth Home Support Program services and the transition of the remaining CHSP 2021-2022 funding, outputs, and clients to **SCC**.

Transition Team meetings (comprises both Council and SCC staff) were held on 18 January and 1 February. While a number of actions have arisen out of these meetings, there has been no issues that have arisen that would be of concern to management and Council.

Consultation (Internal/External)

Internal:
Health Services Clinical Staff
General Counsel

External:
Finance consultant
Minter Ellison Lawyers

Legal/Policy Implications (Justification if applicable)

Transition to SCC

All legal aspects of the transaction are proceeding smoothly. On target to complete 1 April 2022.

Budget/Financial Implications

The Operating Loss for the year to January 2022 of \$2,208,179 compared to a budgeted operating loss of \$1,580,691.

Revenue is over by \$167,609 due to ACFI funding per bed day being higher than budgeted and an accrual of \$120,000 not being made at 30 June 2021. These increases have been offset by lower resident numbers. In addition, there was a repayment of a Home Care package grant of \$112,000 dating back a number of years prior to 30 June 2021 that has had the effect of reducing income for the year.

Expenditure is over by \$795,097. There is a negative \$1,058,112 variance in Services expenditure due to SCC management fees of \$459,500 (includes the audit fee of \$97,000) not being included in the original budget and agency staff costs exceeding budget by \$616,650.

The operating loss will grow over the next 2 months due to the ongoing reliance on agency staff in addition to redundancy and staff loyalty payments.

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

Council is responsible for the ongoing delivery of safe quality care and services to the residents of Council owned and operated aged care facilities and to community care clients. Council continues to monitor the risks associated with the delivery of aged care services and believes that the risks have not changed since the December report to Council. Access to skilled staff continues to be a major issue not only for Council but across the aged care industry.

SCC's management of Tarcoola continues to be successful with the Manager being both very experienced and committed to addressing issues as they arise.

With respect to finances, the increase in costs over budget provides further support to Council's decision to transfer health care services to SCC. The increase in costs and failure to meet budget is mainly due to Council's inability to access suitable staff thereby requiring it to utilise agencies and put in place the management contract for Tarcoola with SCC.

The transfer of services and assets continues to progress with no significant issues.

Attachments

1. Health Services Clinical Indicator Report

Authored by: Jane Jackson, Health Services Manager

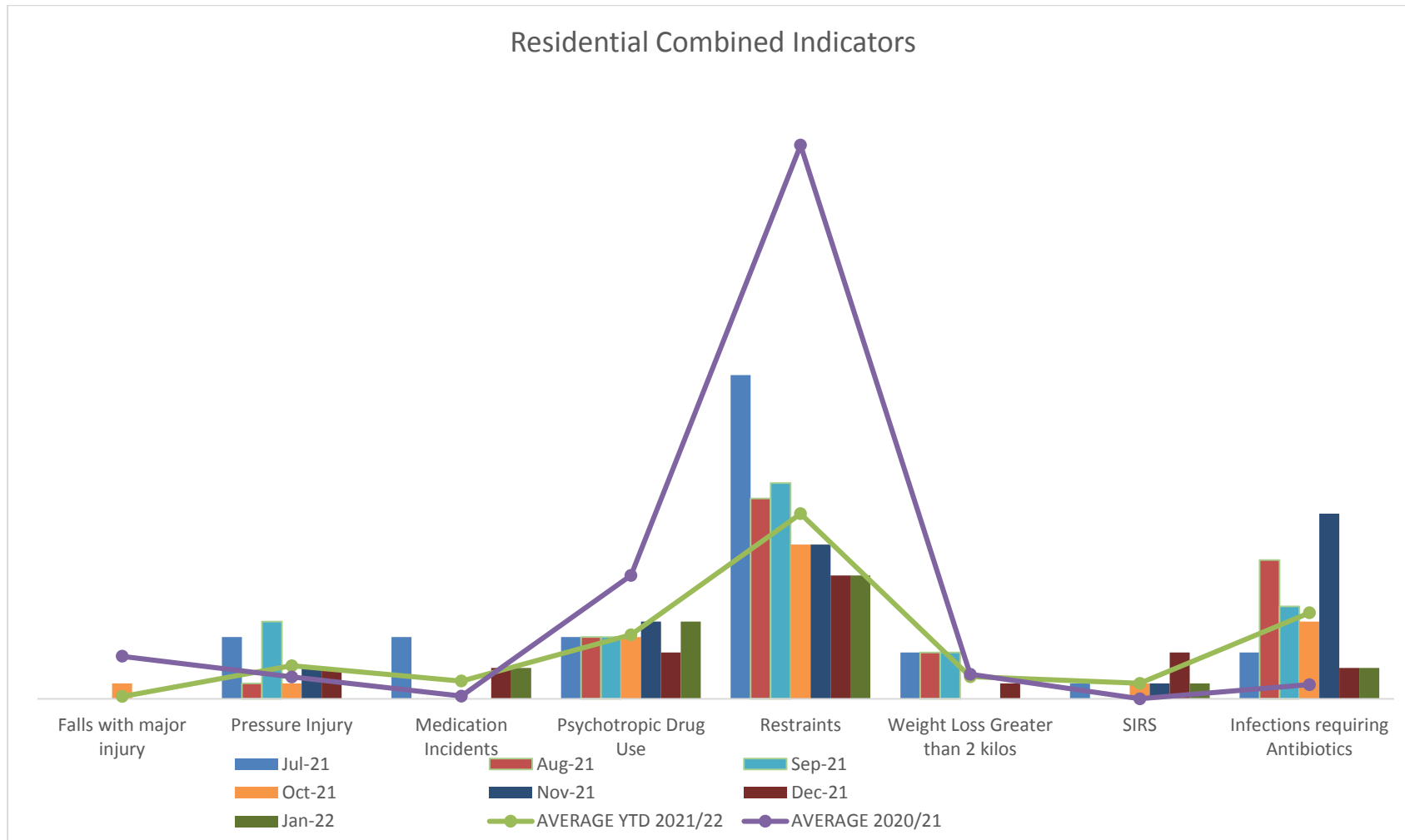
Date: 8/2/2021

Health Services - Key Performance Indicator Report January 2022



Data as at 31st January 2022:

Combined Residential Aged Care [Tarcoola & Carinya]:



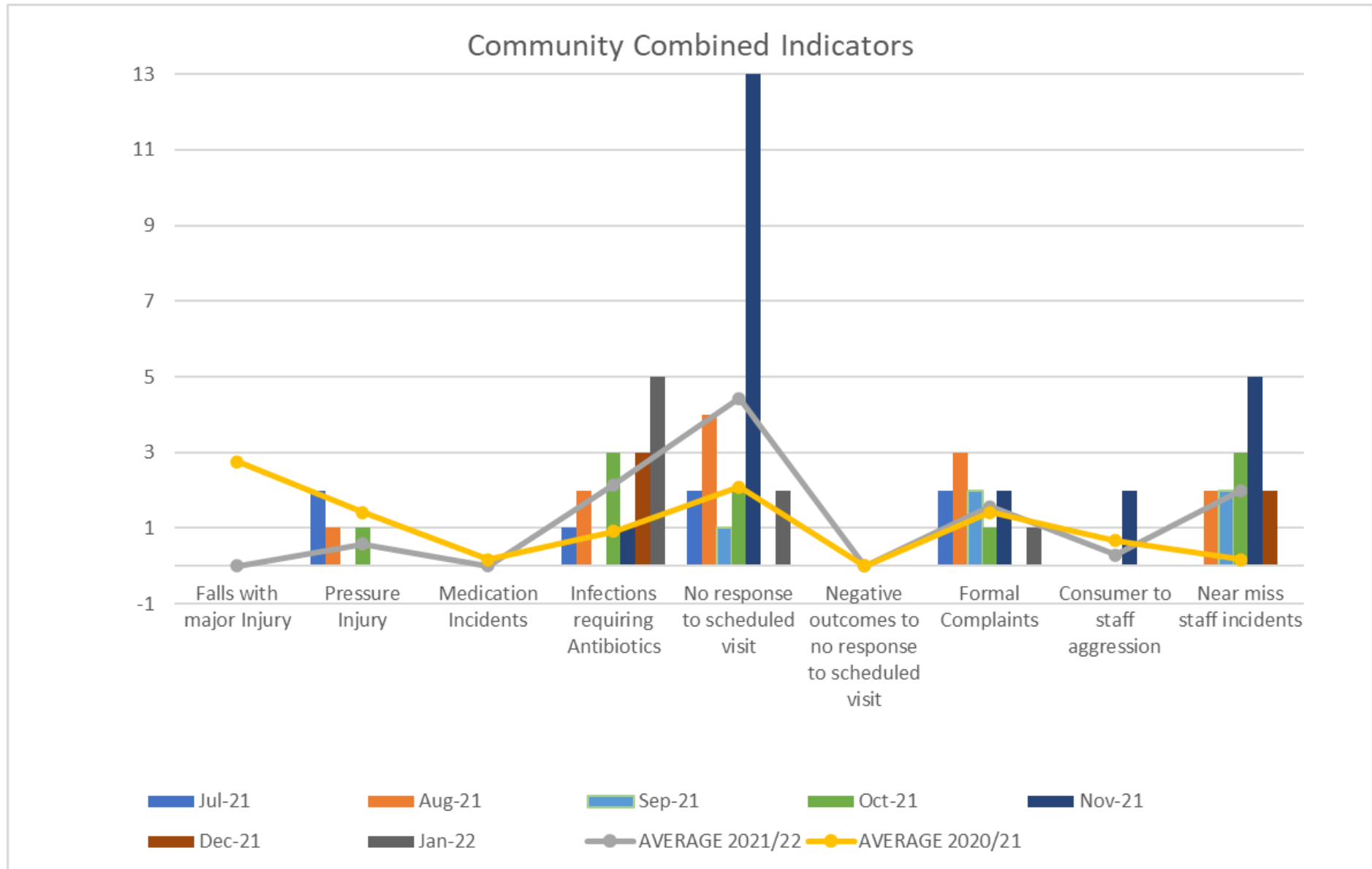
Comments regarding results for January 2022: Carinya:

- Falls with major injury: NIL
- Pressure injuries: NIL
- 2x medication incidents: 1x signing for med, not administered, 1x old patch not being removed, message sent regarding proper procedures
- Residents on Psychotropics: 2x Prescribed Residents
- Restraints: NIL
- Monthly weight review: NIL
- SIRS - NIL
- Residents on antibiotics: NIL

Comments regarding results for January 2022: Tarcoola:

- Falls with major injury: NIL
- Pressure Injuries: NIL
- Medication incidents: NIL
- Psychotropics Drug Use: 3x Prescribed Residents
- Restraints: 8: 2x perimeter alarms, 6 x Residents with cot bed rails -all with medical authorisation
- Monthly weight review: NIL
- SIRS: 1 Priority 2 reported. Nil evidence found to substantiate allegation. Nil further information requested by Commission at time of report.
- Residents on antibiotics: 2 (1X UTI's, 1 X wound infection).

Residential Combined	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	AVERAGE YTD 2021/22	AVERAGE 2020/21
Falls with major injury	0	0	0	1	0	0	0	0	0	0	0	0	0.14	2.75
Pressure Injury	4	1	5	1	2	2	0	0	0	0	0	0	2.14	1.42
Medication Incidents	4	0	0	0	0	2	2	0	0	0	0	0	1.14	0.17
Psychotropic Drug Use	4	4	4	4	5	3	5	0	0	0	0	0	4.14	8.00
Restraints	21	13	14	10	10	8	8	0	0	0	0	0	12.00	35.92
Weight Loss Greater than 2 kilos	3	3	3	0	0	1	0	0	0	0	0	0	1.43	1.58
SIRS	1	0	0	1	1	3	1	0	0	0	0	0	1	NA
Infections requiring Antibiotics	3	9	6	5	12	2	2	0	0	0	0	0	5.57	0.92



Comments regarding results for Community January 2022:

- Falls with Major Injury: NIL
- Pressure Injuries: NIL
- Medication Incidents: NIL
- Infections Requiring Antibiotics: 5 :1x ear infection, 2x client's respiratory infection, 1x Squamous Cell Carcinoma, 1x Other (Pin sites).
- No response to scheduled visit: 2: Negative Outcomes: NIL
- Formal Complaints: 1 x since withdrawn
- Consumer to staff aggression: NIL
- Staff near miss incident: NIL

Community Combined	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	AVERAGE 2021/22	AVERAGE 2020/21
Falls with major Injury	0	0	0	0	0	0	0	0	0	0	0	0	0.00	2.75
Pressure Injury	2	1	0	1	0	0	0	0	0	0	0	0	0.57	1.42
Medication Incidents	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.17
Infections requiring Antibiotics	1	2	0	3	1	3	5	0	0	0	0	0	2.14	0.92
No response to scheduled visit	2	4	1	2	20	0	2	0	0	0	0	0	4.43	2.08
Negative outcomes to no response to scheduled visit	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00
Formal Complaints	2	3	2	1	2	0	1	0	0	0	0	0	1.57	1.42
Consumer to staff aggression	0	0	0	0	2	0	0	0	0	0	0	0	0.29	0.67
Near miss staff incidents	0	2	2	3	5	2	0	0	0	0	0	0	2.00	0.17

Title **Community and Liveability Quarterly Report April to June 2021**

Date 10 February 2022

Responsible Manager A. Yardley, A/GENERAL MANAGER (COMMUNITY & LIVEABILITY)

Summary

The purpose of this Report is to provide Council with an update in relation to the Community and Liveability Division for the second quarter of the 2021 / 2022 Financial Year.

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: 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.
- 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 noted.

Background Information

Nil.

Report

This Report outlines Community and Liveability Division activities and outcomes during the second quarter of the 2021 / 2022 Financial Year.

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

It is recommended that Council receive and note this report.

Attachments

1. Community and Liveability Division Quarterly Report - October to December 2021

Authored by: B. Donald, EXECUTIVE OFFICER (COMMUNITY & LIVEABILITY)



Cr Maguire with Aunty Maybrey Fogarty and representatives of the Goondir Big Buddy Program at the launch of the Red Bench Project

COMMUNITY & LIVEABILITY QUARTERLY REPORT

OCT - DEC
2021

"Alone we can do so little; together we can do so much" - Helen Keller

ECONOMIC DEVELOPMENT	PAGES 1-2
PLANNING & ENVIRONMENT	PAGE 3
COMMUNITIES	PAGES 4-7

LIVE WESTERN DOWNS MAGAZINE

Toowoomba Surat Basin Enterprise (TSBE), in conjunction with Council's Economic Development team, finalised a new LIVE Western Downs magazine. The magazine celebrates what an incredible place the Western Downs is to live, work and play and is an important resource for population and workforce attraction. The magazine was launched at the TSBE Enterprise Evening in Chinchilla, November 2021.



TARA

'BUILDING BUSINESS AND COMMUNITY RESILIENCE' EVENT

Approximately 30 organisations participated in the Building Business and Community Resilience event, organised by the Department of Employment, Small Business and Training (DESBT) held in December at the Soldiers Memorial Hall in Tara.

Government agencies and organisations provided information on their services and these included Small Business Financial Counselling, Communication Connectivity, Mental Health Counselling, Family Respite, Employment, Training, Apprenticeship, Youth Justice and Farming support. The event was attended by local business operators, community organisations, farmers and the general public.



Left: Officers Ann Greaves and Kate Miguel represented WDRC

Community & Liveability Quarterly Report - October to December 2021

CHINCHILLA BEST GROUP

GRADUATION

The Chinchilla BEST Group held their Graduation breakfast for all the grade 12 school students in the Chinchilla Botanic Parkland.

Chinchilla BEST Group is a program that links schools and local businesses to ensure future opportunities for our local students. A representative from our Team assists the group with event planning and delivery. In 2021 the Chinchilla BEST Group delivered

and supported 4 programs including

- Ignite Your Future Career Tour
- Chinchilla careers Day
- 10 Essential skills Sessions
- Year 12 Graduation Breakfast

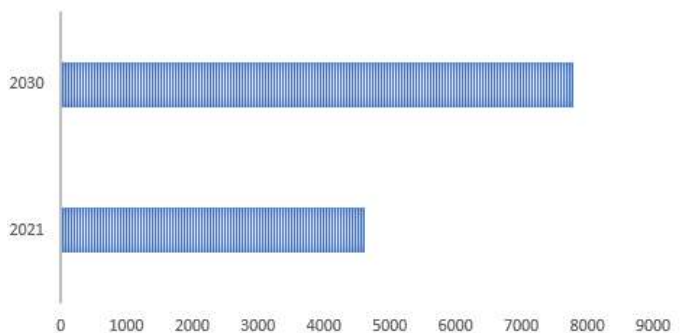
The Chinchilla BEST Group is supported by many local and regional businesses as well as the Chinchilla State High School, Chinchilla Christian College, Miles State High School, and Wandoo State School.



WESTERN DOWNS SKILLS GAP ANALYSIS

Deloitte Access was engaged by TSBE to provide detailed analysis on current and future workforce supply for the Western Downs region to support the future pipeline of projects. This report was released in September 2021, and reports that the skills gap in the region will increase from 4,610 in 2021 to 7,788 in 2030. The report provides a detailed overview of the occupations most affected by this skills gap. The team will be working on strategies to assist in closing this Gap.

SKILLS GAP ANALYSIS



ECONOMIC DEVELOPMENT

TOURISM

VISITOR INFORMATION CENTRE (VIC)

Flooding rain in November and December and the opening of the QLD borders has seen visitor numbers reduce from previous quarters. The uncertainty of the next COVID outbreak and restrictions, many travellers and locals are hesitant to venture out.

During the November rainfall event, lots of travellers again reached out for road advice. To assist in this process Dalby also updated its Google My Business page to include the link to Councils Disaster Dashboard.

Volunteer Engagement

1544 VOLUNTEERED HOURS AT THE VISITOR INFORMATION CENTRES

	21/22	Oct-21	Nov-21	Dec-21	Total Q1
Dalby	297.5	272	279	279	848.50
Chinchilla	151	147	86	86	384.00
Miles	134.5	90.5	86.5	86.5	311.50
Total	583	510	452	452	1544.00



Right: Chinchilla Volunteers modelling the new merchandise

SOCIAL MEDIA TOP PERFORMING POSTS

Experience Western Downs
It's the people that make it.

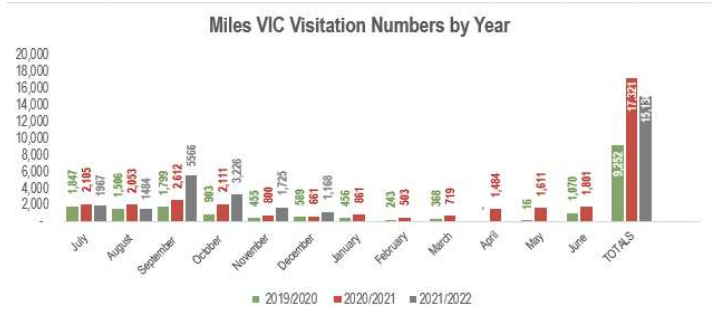
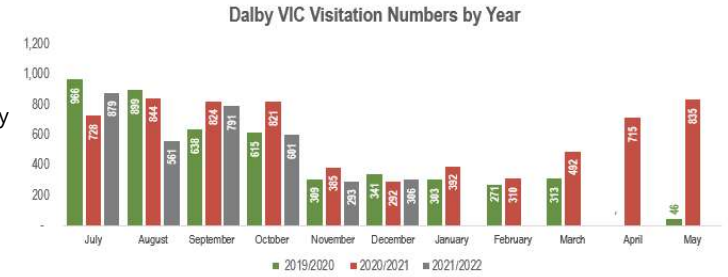
What do you prefer, bush camping or waterfront camping? Why not both?
Enter Calligael Lagoon, with a watery front garden and bushland out the back.
Fill your days with watersports, fishing, and hiking the riverbanks and spend your nights looking up at a ceiling of stars.
Now with the new camp kitchen and hotplates, it's safe to say BBQs and beers can be added to the itinerary.
Interested in finding out more about our new campsite upgrades? Hit the link for more: <https://bit.ly/3C1NdUM>

BIRDING BROCHURE - VERSION TWO

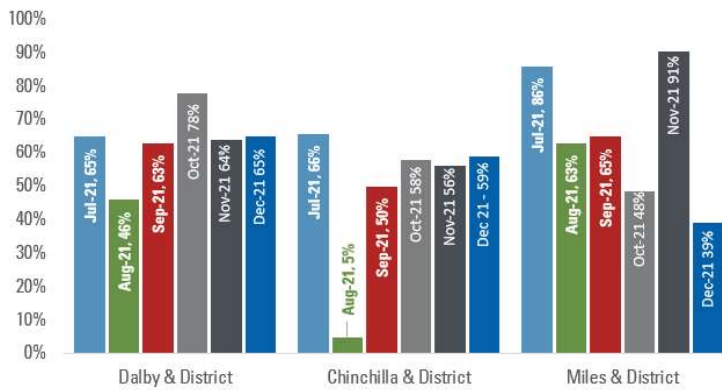
This well received brochure has been revamped and reprinted. Bigger and better images, with more birding information than before.

FOSSICKING BROCHURE

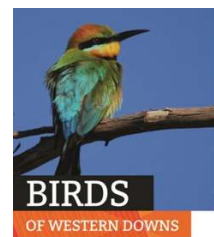
The 12-page brochure includes all the information needed to enjoy a fossicking experience on the Western Downs.



ACCOMMODATION OCCUPANCY ACCROSS THE REGION



Brochures now available at Chinchilla, Dalby, and Miles Visitor Information Centres.



PLANNING & ENVIRONMENT

PLANNING

RURAL SERVICES TEAM NATIONAL AWARD

Western Downs Regional Council's innovative program to combat pest species has received nation-wide recognition after winning one of the top gongs as part of this year's Local Government Professionals Australia National Federation Awards in November.

Council's 'Shaping Stronger, More Resilient and Productive Communities' project has taken out the Community Service Award title at the National Federation Awards, an Australia-wide program which showcases innovative solutions, and the delivery of quality services and better outcomes among Australia's 537 local Councils.



Right: Rural Services Team

COMPLIANCE

2	Certificates of Compliance issued	8	Show Cause Notices issued
66	Complaints received	6	Penalty Infringement Notices issued
12	Alleged Unlawful Developments	0	Legal Proceedings commenced
20	Matters of Non-compliance	9	Outstanding Infrastructure Charges letters issued
2	Enforcement Notices issued	0	Outstanding Infrastructure Charges placed against the land
0	Audits on Feedlots, Piggeries and Extractive Industries this Quarter		

DEVELOPMENT ASSESSMENT

19.7 DAYS Was the benchmark result measured for the average number of days, for assessment of all active applications across all stages of the development process during the October to December Quarter. The Statutory timeframe is 70 days per application, under the *Planning Act*

47 Development Applications (DA) received during the October to December Quarter.

60 Development Applications (DA) decided during the July to September Quarter.

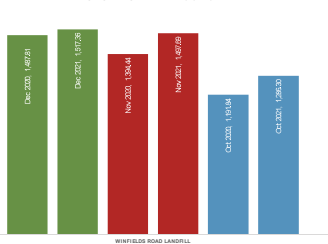
44% Development Applications (DA) decided without additional information requests, under the Planning Act 2016.

WASTE

RECYCLED WASTE COLLECTION, VIA KERBSIDE (TONNES)
OCTOBER TO DECEMBER 2020 - 2021

Year	October	November	December
2020	110.38	105.00	120.53
2021	91.10	111.62	115.02

WASTE DISPOSED TO WINFIELD ROAD LANDFILL (TONNES)
OCTOBER TO DECEMBER 2020 - 2021



(2021 DATA INCLUDES SMALL SITE DATA AS A RESULT OF SITE CONVERSIONS TO TRANSFER STATIONS)

Community & Liveability Quarterly Report - October to December 2021

ENVIRONMENTAL HEALTH

ANIMAL MANAGEMENT



6534

DOGS REGISTERED (YTD)

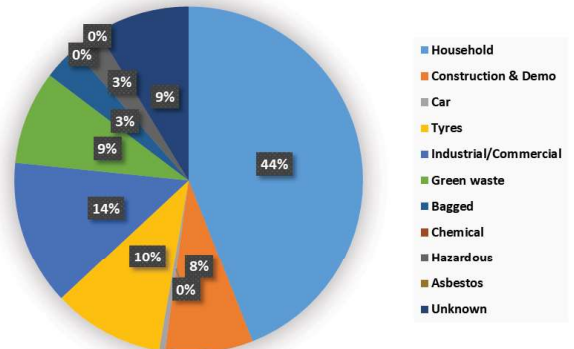
77 Dogs declared Dangerous or Menacing (YTD)

OCTOBER TO DECEMBER QUARTER

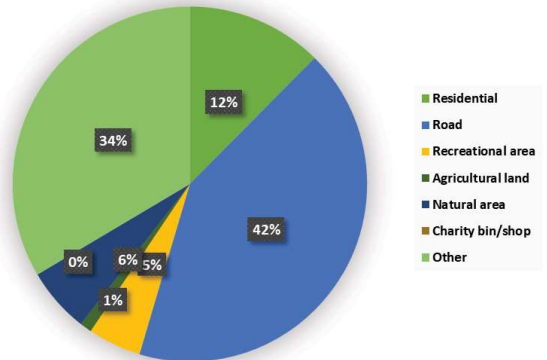
CRM's	Enforcement
22 Animal Attacks/Aggression	37 Warning/Advise Letters
67 Noisy Animals	99 Infringement Notices
155 Dog Impoundments	5 Compliance Notices
123 Cat Impoundments	4 Dog Declarations
4 Dog Re-homings	12 Compliance Assessments
39 Cat Re-homings	

RURAL SERVICES

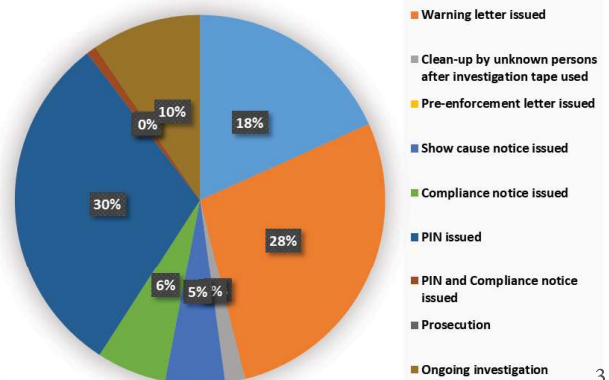
WASTE TYPE



ILLEGAL DUMPING LOCATION



COMPLIANCE ACTION



RESPONSE TO THE BUNYAS TOURING EXHIBITION



This exhibition will be the first touring exhibition curated and coordinated by Council. The exhibition will tour through 2022-2023 calendar years, and to date five venues are booked, with the first venue - Surat on Balonne Art Gallery - opening the exhibition on 26 February 2022.

Flickerfest Short Film Festival

Flickerfest was screened in Wandoan, Chinchilla, Bell and Meandarra. The program 'Best of Australian Shorts' delivered an entertaining range of films which were enjoyed by each town. Community groups in Wandoan, Bell and Meandarra were partnered with to sell food and drinks, enhancing the social atmosphere of the events.

SOCIAL MEDIA

FLICKERFEST 2021 was extensively promoted across Council's corporate social media platforms between 4 October - 4 November 2021

CORPORATE FACEBOOK PAGE

Facebook Content	Impressions (The number of times that your post was on screen)	Post Reach (The number of people who saw the post)	Engagement (Likes, Comments & Shares)
1 - Post 4 October 2021 Flickerfest is NEARLY HERE!	5,830	5,752	54
2 - Paid Ad 8 October 2021 Flickerfest Tour 2021 Trailer	N/A	3,546	2,753
3 - Boosted Post 8 October 2021 Last Chance to Enter	25,744	5,585	547
4 - Weekends on Western Downs 15 October 2021 Wandoan Flickerfest	4,027	3,376	385
5 - Weekends on Western Downs 22 October 2021 Chinchilla Flickerfest	4,950	4,560	554
6 - Weekends on Western Downs 28 October 2021 Meandarra Flickerfest	6,827	6,442	1,432
7 - Post 4 November 2021 That's a wrap! Flickerfest Tour 2021	3,010	2,678	101

LIVING IN THE ANTHROPOCENE EPOCH: 2021 REGIONAL

ARTISTS' EXHIBITION

Hosted by 'Lapunyah Art Gallery' Update

People's Choice Award:

Patricia Hinz 'Colours of the Western Downs'. Sponsored by

Murray's Art and Framing

Exhibition Attendance: 695

Total Sales: \$530 (2 artworks sold)

The exhibition is documented on:

<https://www.westerndownsarts.com.au>

The exhibition can be viewed as a virtual gallery:

<https://www.westerndownsarts.com.au/2021-western-downs-regional-artists-3d-exhibition/>

Community & Liveability Quarterly Report - October to December 2021

"10 ARTISTS: CHAPTER TWO"

The second iteration of the popular 10 Artists Project is completed and the preview screening event for the artists and their families was held at Jubri's Hideaway and the artists were all thrilled with their videos. A gallery exhibition and publishing of the videos on the Western Downs Arts website will follow in 2022

Below: Artists with WDRC team in front row: Kate Walker, Courtney McKerow, Cecil Barnard and Alison Ivers



NEW & CONTINUED PARTNERSHIPS

- Bell Bunya Community Centre
- Chinchilla Historical Society
- Festival Committees - Festivals Placemaking
- Jandowae Timber Town
- Gallery 107 @ Dalby
- Juandah Heritage Society
- Lapunyah Art Gallery
- Meandarra P&C
- Miles Historical Village
- Myall Park Botanic Gardens
- Pioneer Park Historical Village
- Wandoan Surf Club

WDRC Western Downs Arts Website 1 October - 31 December 2021

Page	Page Views	Users
Home	459	332
Current Exhibition	6	4
10 Artists Project	104	68
Prize Winners	7	5
Curatorial Essay	22	17
About	150	121
Entry Form	15	11
Past Exhibitions	60	42
Contact	28	24
Message from the Mayor	38	18
Arts on Top - Forum	67	58
Arts on Top - Presenters	24	19
Arts on Top - Program	17	15
Arts on Top - About	7	7
Upcoming Workshops Events	58	44
Exhibition Categories 2020 Exhibition	56	33
Exhibition Categories 2021 Exhibition	87	58
2021 RAE 3D Virtual Gallery	98	75
2020 RAE 3D Virtual Gallery	7	6
Total	1310	957

NOT JUST FOR LAUGHS

The Not Just For Laughs 6 Comedy Tour was held throughout the Western Downs at Kaimkillenbun Hall, Brigalow Hall and Condamine State School (changed venue due to weather) from Thursday 11 November - Saturday 13 November 2021.

These comedy nights offer our communities a free social event that encourages positive social interaction, community cohesion and reduces isolation.

Activating our community halls and facilities as a gathering place for the broader region, all residents from across the region were invited to come along and enjoy an evening of entertainment at one of the 3 locations.

Headlining Not Just For Laughs 6 was local Queensland comedians Mark McConville and Kat Davidson. In order to continue to raise awareness of mental health and to continue those important conversations throughout the region, Western Down's own Mary O'Brien from 'Are you bogged mate' also addressed audiences.

NOT JUST FOR LAUGHS 6 2021 COUNCIL INITIATIVE

COMMUNICATIONS & MARKETING REPORT

SOCIAL MEDIA

NOT JUST FOR LAUGHS 6 2021 was extensively promoted across Council's corporate social media platforms between 21 October- 12 November 2021

CORPORATE FACEBOOK PAGE

Facebook Post	Reach	Engagement	Interactions (Likes, Comments & Shares)
1 - FB Post (21 October 2021) Announce Event	3,860	301	229
2 - FB Video (3 November 2021) Mark McConville's Video	2,730	213	142
3 - FB Video (4 November 2021) Kat Davidson's Video	2,291	190	123
4 - FB Video (8 November 2021) Reminder of Event	12,828	1,205	1,098
5 - FB Post (11 November 2021) Kaimkillenbun-Wet Weather Warning	2,525	74	71
6 - FB Post (12 November 2021) Weekends on Western Downs Feature	1,220	5	0
7 - FB Post (12 November 2021) Condamine-Changed Location	4,541	140	122
8 - FB Post (12 November 2021) Brigalow- Sold Out	2,819	68	64

'GROOVIN FROM THE GARAGE' COMPETITION

The popular Groovin from the Garage Competition gave our local artists the opportunity to submit entries of their original and unpublished songs for a chance to win great prizes. There were 21 submissions received from 16 local artists. The final videos were uploaded to the WDIY Facebook Page giving the public the opportunity to vote for the winning entries.

The top winner was declared as:

1st - Western Downs SES performed by Tanya Mudie & Steve Taylor 'Hand Of A Hero' (456 votes)

SUCCESSFUL GRANTS IN THE PAST QUARTER

Grant	Number of Applications Received	Number of Successful Applications	Amount Funded	Total Project Cost
In Kind Assistance Program	4	1	\$750.00	\$750.00
Local Events Program	11	9	\$31,750.00	\$228,229.00
Community Projects Program	5	5	\$27,229.00	\$46,633.75
Reimbursement Program	10	10	\$7,626.72	\$11,802.65
Individual Excellence Program	8	8	\$2,750.00	\$2,750.00
TOTAL	38	33	\$70,105.72	\$290,165.40

GRANTS MUSTER

On Tuesday 26 October, Western Downs hosted a mini conference in the form of a muster of grant makers from across southern Queensland.

The day was a wonderful success with 21 attendees from across the state. Councils in attendance included Logan City, Ipswich, Toowoomba Regional, Sunshine Coast and Fraser Coast. The Smarty Grants team from Melbourne video linked in with a presentation on the current state of play in the grants world and exciting new updates coming for the Smarty Grants platform.

This was complemented by presentations from Kate Bradley, Community Grants Writer; Logan City Council, Sunshine Coast Regional Council and the Regional Arts Fund.

RED BENCH PROJECT LAUNCH

Council partnered with local community groups to unveil the first Red Bench, part of the Red Rose Foundation initiative, in the Western Downs region on Friday 29 October 2021 outside of Dalby Courthouse with about 30 key stakeholders in attendance.

Red Rose Foundation, Goondir's Big Buddy program along with Sergeant Annie Johnston (Domestic and Family Violence Coordinator), Jenny Thomas - Police Liaison Officer and representatives of the DD Family Violence Awareness Group partnered with Council to deliver this project.



COMMUNITIES

COMMUNITY ACTIVATION

CELEBRATING OUR SENIORS

Throughout October Seniors Month gave our Seniors a wide range of activities across the region, including free morning teas, trivia, Movie events, library activities and Grandparents bowls days.

EVENT	ATTENDANCE
DALBY & DISTRICT	
Movie Event at Chinchilla Cinema	35
Dalby Indoor Bowls at U3A	18
Pioneer Park Trivia Morning Tea	22
Dalby Ningana Movie Screening	20
Bell Community Centre Trivia and Morning tea	15
Jandowae Library Trivia and Morning Tea	30
CHINCHILLA & DISTRICT	
Morning Tea including Movie & Activities	45
Grandparents Bowls Day	50
TARA & DISTRICT	
Movie Event at Chinchilla Cinema	39
50 & Better Seniors Morning Tea	60
Grandparents Bowls Day	15
Tarcoola Movie & Cake	20
MILES & DISTRICT	
Movie Event at Chinchilla Cinema	13

REMEMBRANCE DAY

As part of our commitment to our community groups across the region, the Community Activation team supported the events planned by the RSL Sub-Branches across the region to help promote Remembrance Day on 11 November 2021. Both Tara and Miles require additional support with delivery and therefore were able to report, despite the wet weather, 100 in attendance at Tara's ceremony and 20 at Miles.

CAMPERVAN & MOTORHOME CLUB OF

AUSTRALIA LTD (CMCA)

An onsite meeting was held with CMCA state rep on 1 November in relation to bringing their annual rally to Dalby in 2023. It is expected that this will bring 850-1000 vans/motorhomes to town with members staying for minimum of 3-5 days.

CMCA are keen to have tours run every day and anticipate up to 1-3-million-dollar economic boost to our region during this time.

Dalby is being considered for the first time due to recently acquired RV Friendly status being achieved with thanks to Pioneer Caravan Park who now provide cheaper overnight stays for CMCA members.

REGIONAL POOL PARTIES

The ever popular Regional Pool Parties were back throughout November and this time were at Chinchilla, Dalby, Jandowae, Miles and Moonie. Once again we partnered with swimfit to deliver this much loved community event with giant inflatables and live music with DJ Damo with a discounted entry cost of \$2.



CHRISTMAS AROUND THE REGION

DALBY COMMUNITY CAROLS

CHINCHILLA COMMUNITY CHRISTMAS CAROLS

CHINCHILLA CHRISTMAS LIGHT SHOW

TARA CHRISTMAS STREET PARTY

MEANDARRA COMMUNITY CHRISTMAS PARTY

CHRISTMAS WHERE THE GUMTREES GROW RURAL MAILBOX COMPETITION

Rural residents once again 'jingled all the highways' by decorating their property entrances or mailboxes for a chance to win great local prizes.

1st Prize Winner went to the Ison Family from Chinchilla.



READY SET GLOW

This year the Community Activation team introduced a new competition 'Ready Set Glow'. This competition was specifically for all local schools to embrace the Christmas cheer and decorate their school signs or entry way for a chance to win a Free Movie Night to be delivered in conjunction with the school and the Communities team. A total of 8 entries were received and the winning School was announced as Bricalow State School.



LIBRARIES

NEW PARTNERSHIPS DEVELOPED

Questacon ~ Science on the Move, an exciting exhibit from Questacon partnering with Western Downs Regional Council, arrived in our branches in December and was on display for the duration of the school holidays.

SPEECHIE LIBRARY TALKS

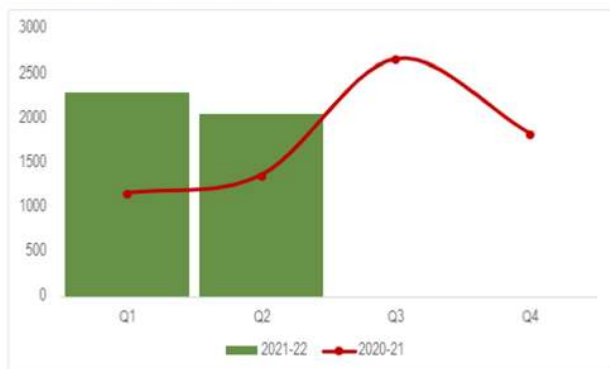
As part of the Speechie Library Talks campaign, Libraries partnered with 2 local speech pathologists to deliver storytime and information sessions at Chinchilla, Dalby, and Miles Libraries. The purpose of the talks was to highlight the role of speech pathologists in children's language and literacy development.

PROGRAMMING ACROSS THE REGION

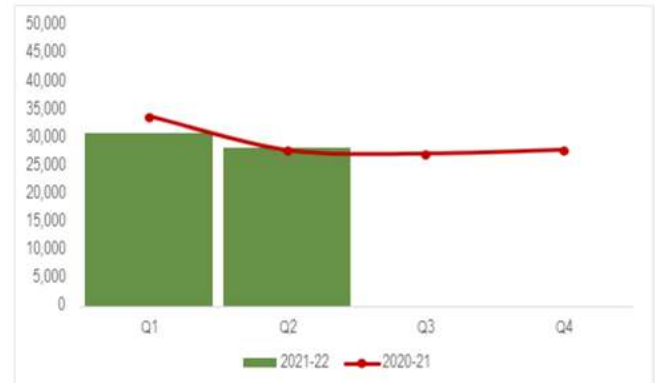
- CHRISTMAS CRAFTS
- DALBY WRITERS CLUB LAUNCHED
- MOSAIC SERVING TRAY - JANDOWAE
- BUTTERCREAM FLOWERS AND MUD CAKE BAKING WORKSHOP - DALBY
- PAPER QUILLING - TARA
- YARN PAINTING - CHINCHILLA
- LEGO MASTERS - CHINCHILLA



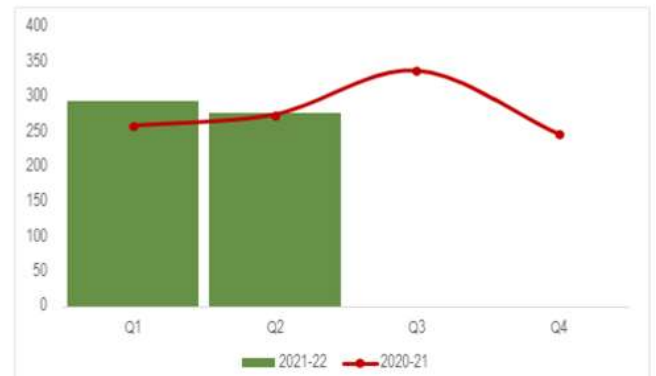
Public Program Attendance



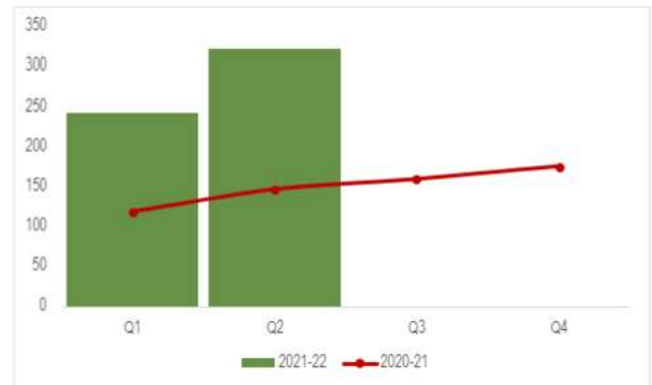
VISITORS



NEW MEMBERSHIPS



Number of Public Programs



Measurement	Q2 2021-22	Q2 previous year	Q1 2021.22 (last quarter)
Visitors	28,081	27,687	30,640
PC Users	2,411	2,936	3,372
# Programs in partnership	32	30	16
# Program hours	268	164	244
# Program attendees	2,038	1,361	2,292
# Volunteer hours	233	366	183
# Unique volunteers	10	17	6
New members	277	274	293
Facebook reach	120,564	110,943	64,355
Instagram followers	934	825	915