

Ordinary Meeting of Council

***Held at Western Downs Regional Council's
Wandoan Cultural Centre***

On Thursday, 20 February 2025

Commencing at 9:30am

J. Taylor
CHIEF EXECUTIVE OFFICER

20 February 2025

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 Ordinary Meeting of Council Minutes 16 January 2025**

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The Purpose of this Report is for Council to adopt the Minutes of the Ordinary Meeting of Council held on Thursday, 16 January 2025.

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 2025**

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The purpose of this Report is to provide Council with significant meetings, forums and delegations attended by the Mayor during the month of January 2025.

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 RFT000070 Regional Aquatic Management Tender 2025

The purpose of this Report is to provide Council with an evaluation of Tender RFT000070 Regional Aquatic Centre Management.

10.3 COMMUNITY AND LIVEABILITY

10.3.1 Community and Liveability Confidential Report Preparation of a Temporary Local Planning Instrument (TLPI) for Renewable Energy Facility (Solar Farms)

The purpose of this report is for Council to decide to exercise its power under the *Planning Act 2016* and in accordance with the process set out in the Minister's Guidelines and Rules, to make a Temporary Local Planning Instrument (TLPI) for Renewable Energy Facility (Solar Farm) development, to ensure the protection of productive agricultural land by limiting or prohibiting the construction of Renewable Energy Facility (Solar Farm) development on this land.

10.4 INFRASTRUCTURE SERVICES

11. DEPUTATION

12. PLANNING

12.1 (030.2024.705.001) Community and Liveability Report Development Application for Material Change of Use for a Dwelling House at 2 Hallinan Court Dalby Story Care Revolution Town Planning

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The purpose of this Report is for Council to decide the proposed development for Material Change of Use to establish a Dwelling House on land described as Lot 14 on RP206538 and situated at 2 Hallinan Court, Dalby

12.2 (050.2024.299.001) Community and Liveability Report Development Application Other Change to Existing Material Change of Use Approval for Public Utility (Waste Landfill Site - up to 300,000m³ per annum) and (Salt Storage - up to 630,000m³ per annum) and ER

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The purpose of this Report is for Council to decide an Other Change Application for an existing Development Approval for a Material Change of Use Approval for a Public Utility (Waste Landfill Site - up to 300,000m³ per annum) and a Public Utility (Salt Storage - up to 630,000m³ per annum) and Environmentally Relevant Activities 53 and 55 on land described as Lot 83 on LY566 & Easement B on AP7131 and Lot 170 on LY481, located at 27150 Warrego Highway, Baking Board.

13. EXECUTIVE SERVICES

13.1	Executive Services Report Outstanding Actions January 2025	98
	The purpose of this Report is to provide Council with an updated on the status of outstanding Council Meeting Action Items to 16 January 2025.	
13.2	Executive Services Chief Executive Officer Report January 2025	105
	The purpose of this Report is to provide Council with significant meetings, forums and delegations attended by the Chief Executive Officer during the month of January 2025.	
13.3	Executive Services Quarterly Report October to December 2024	107
	The purpose of this Report is to provide Council with a summary of the Executive Services Division's strategic and operational activities for the second quarter of the 2024-2025 financial year.	

14. CORPORATE SERVICES

14.1	Corporate Services Facilities Regional Showgrounds Master Planning	113
	The purpose of this Report is to seek endorsement to complete the master planning for the Dalby and Tara Showgrounds and consider the master planning for the balance of Council's showgrounds as part of Council's annual budget process.	
14.2	Corporate Services Rotary Park Playground Tara inclusion into Aquatic Precinct	119
	The Purpose of this report is to seek approval to include the Tara Rotary Park playground within the Tara Aquatic precinct and adjust the Tara Aquatic Centre Fence project budget in accordance with the <i>2024/2025 Budget - Council Policy</i> .	
14.3	Corporate Services Report Quarter Two 2024-25 Operational Plan and Enterprise Risk Management Review	128
	The purpose of this report is to provide Council with the second quarter progress in achieving the actions outlined in the <i>2024-25 Operational Plan</i> and the status of the strategic risks which Council manages under the <i>Enterprise Risk Management Framework</i> .	
14.4	Corporate Services Quarterly Report October to December 2024	136
	The purpose of this Report is to provide Council with a summary of the Corporate Services Division's strategic and operational activities for the second quarter of the 2024 - 2025 financial year.	
14.5	Corporate Services Financial Report January 2025	144
	The purpose of this report is to provide Council with the Financial Report for the period ending 31 January 2025, seek approval for amendments to the 2024-25 capital works programme, and inform council of an amendment to the goods and services tax application on four (4) cemetery fees.	

15. INFRASTRUCTURE SERVICES

15.1	Infrastructure Services Quarterly Report October to December 2024	158
	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.	

15.2	Infrastructure Services 2024/25 Capital Works Progress Update January	169
	The purpose of this Report is for the Works Department to provide an update to Council regarding the 2024/25 Capital Works Program for the month of January 2025.	

16. COMMUNITY AND LIVEABILITY

16.1	Community and Liveability Engagement of Queensland Manufacturing Institute to deliver the Regional Economic Futures Fund (REFF) program objectives.	173
	The purpose of this report is to seek Council approval for the direct engagement of Queensland Manufacturing Institute to deliver the Regional Economic Futures Fund (REFF) program objectives.	

16.2	Community and Liveability Temporary Closure Myall Remembrance Park Dalby	177
	The purpose of this report is to seek Council's retrospective approval to temporarily close Myall Remembrance Park Dalby to facilitate maintenance of the internal cemetery road infrastructure.	

16.3	Community & Liveability Quarterly Report October to December 2024	180
	The purpose of this Report is to provide Council with an update in relation to the Community and Liveability Division's strategic and operational activities for the second quarter of the 2024/2025 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 16 January 2025**

Date 3 February 2025

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 Thursday, 16 January 2025.

Link to Corporate Plan

Nil

Material Personal Interest/Conflict of Interest

There are no declarations of material personal interest/conflicts of interest.

Officer's Recommendation

That this Report be received and that:

1. The Unconfirmed Minutes of the Ordinary Meeting of Council held on 16 January 2025, 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 Thursday, 16 January 2025.

Authored by: B. Donald SENIOR EXECUTIVE OFFICER



Ordinary Meeting of Council Minutes

Date: 16 January 2025
Time: 9:30am
Location: Chinchilla Customer Service Centre

Councillors:

- Cr. A. N. Smith
- Cr. K. A. Bourne
- Cr. O. G. Moore
- Cr. S. J. Condon
- Cr. P. T. Saxelby
- Cr. K. A. Maguire
- Cr. G. M. Olm
- Cr. M. J. James
- Cr. S. Bougoure

Officers:

- J. Taylor, Chief Executive Officer
- B. Bacon, General Manager (Corporate Services)
- D. Fletcher, General Manager (Community & Liveability)
- G. Cook, General Manager (Infrastructure Services)
- B. Donald, Senior Executive Officer
- A. Lyell, Executive Services Administration Officer
- A. Lewis, Executive Services Administration Officer

1. DECLARATION OF MEETING OPENING

The Chairperson declared the Meeting open at 9.31AM.

2. OPENING PRAYER AND MINUTE SILENCE

Pastor Sam Heard from the Chinchilla Presbyterian Church, delivered the opening prayer. This was followed by the observance of a minute silence.

3. APOLOGIES

There were no apologies.

4. CONGRATULATIONS

There were no congratulations.

5. CONFIRMATION OF MINUTES

5.1 Adopt Ordinary Meeting of Council Minutes 5 December 2024

The Purpose of this Report is for Council to adopt the Minutes of the Ordinary Meeting of Council held on Thursday, 5 December 2024.

COUNCIL RESOLUTION

Moved By Cr. K. A. Bourne

Seconded By Cr. K. A. Maguire

That this Report be received and that:

1.The Unconfirmed Minutes of the Ordinary Meeting of Council held on 5 December 2024, copies of which have been circulated to Members, be taken as read and confirmed.

CARRIED

6. BUSINESS ARISING FROM THE MINUTES OF PREVIOUS MEETINGS

There was no business arising from the minutes of the previous meeting.

7. DECLARATIONS OF CONFLICTS OF INTEREST

There were no declarations of conflicts of interest.

8. PRESENTATION OF PETITIONS BY COUNCILLORS

There were no petitions presented by Councillors.

9. MAYORAL UPDATE

9.1 Executive Services Mayoral Report December 2024

The purpose of this Report is to provide Council with significant meetings, forums and delegations attended by the Mayor during the month of December 2024.

COUNCIL RESOLUTION

Moved By Cr. P. T. Saxelby

Seconded By Cr. S. Bougoure

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;

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COUNCIL RESOLUTION - CLOSE MEETING

Moved By Cr. P. T. Saxelby

Seconded By Cr. G. M. Olm

That Council resolve to close the Meeting in accordance with Sections 254J (3) (e) of the *Local Government Regulation 2012* at 9:43AM to discuss the following Confidential Reports:

1. Corporate Services Confidential Summary Report Quarterly Liability Update as at 31 December 2024

CARRIED

COUNCIL RESOLUTION - REOPEN MEETING

Moved By Cr. K. A. Bourne

Seconded By Cr. G. M. Olm

That Council resolve to reopen the Meeting at 9:46AM.

CARRIED

10.1 EXECUTIVE SERVICES

10.2 CORPORATE SERVICES

10.2.1 Corporate Services Confidential Summary Report Quarterly Liability Update as at 31 December 2024

The purpose of this Report is to provide Council with a quarterly update on liability matters as at 31 December 2024.

COUNCIL RESOLUTION

Moved By Cr. K. A. Maguire

Seconded By Cr. S. J. Condon

That Council resolves to receive the *Corporate Services Confidential Summary Report Quarterly Liability Update, as at 31 December 2024*.

CARRIED

10.3 COMMUNITY AND LIVEABILITY

10.4 INFRASTRUCTURE SERVICES

11. DEPUTATION

There were no deputations.

12. PLANNING

12.1 (030.2024.476.001) Community and Liveability Report Development Application Material Change of Use Extension to Existing Non-resident Workforce Accommodation McNulty Street Miles Nguyen and Ngo C/- Reel Planning

The purpose of this Report is for Council to decide the proposed development for Material Change of Use to establish Non-resident Workforce Accommodation (Extension to Existing Non-resident Workforce Accommodation - additional 300 Rooms) on land described as Lots 10 and 11 on SP236997 and situated at McNulty Street, Miles.

COUNCIL RESOLUTION

Moved By Cr. K. A. Bourne

Seconded By Cr. O. G. Moore

That this Report be received and that:

1. The application for Material Change of Use to establish Non-resident Workforce Accommodation (Extension to Existing Non-resident Workforce Accommodation - additional 300 Rooms) be approved, subject to the following conditions:

APPROVED PLANS AND DOCUMENT

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

Plan/Document No., Reference	Title and Details	Dated
Sheet No. DA-3003, Job No 23021, Issue B	Stage 3 - Overall Site Plan, prepared by Vision 1 Architects	07-10-24
Sheet No. DA-3004, Job No 23021, Issue B	Stage 4 - Overall Site Plan, prepared by Vision 1 Architects	07-10-24
Sheet No. DA-3005, Job No 23021, Issue B	Stage 5 - Overall Site Plan, prepared by Vision 1 Architects	07-10-24
Sheet No. DA-3010, Job No 23021, Issue B	Stage 3-5 - Part Site Plan, prepared by Vision 1 Architects	07-10-24
Sheet No. DA-3020, Job No 23021, Issue A	Stage 3 -5 - Setout Plan - Accommodation, prepared by Vision 1 Architects	24-09-24
Sheet No. DA-3021, Job No 23021, Issue B	Stage 3 -5 - Setout Plan - Carpark, prepared by Vision 1 Architects	07-10-24
Sheet No. DA-1110, Job No 23021, Issue B	Typical 2 Rooms and PWD, prepared by Vision 1 Architects	29-07-24
Sheet No. DA-1120, Job No 23021, Issue B	Typical 2 x 2 Rooms, prepared by Vision 1 Architects	29-07-24
Sheet No. DA-1130, Job No 23021, Issue B	Typical 8 Rooms, prepared by Vision 1 Architects	29-07-24
Sheet No. DA-1140, Job No 23021, Issue B	Typical Laundry, prepared by Vision 1 Architects	29-07-24
Sheet No. DA-1150, Job No 23021, Issue B	Typical BBQ Area, prepared by Vision 1 Architects	29-07-24
Sheet No. DA-1160, Job No 23021, Issue B	Typical Recreation Room, prepared by Vision 1 Architects	29-07-24

Sheet No. DA-1175, Job No 23021, Issue B	Kitchen - Proposed Floor Plan, prepared by Vision 1 Architects	29-07-24
Sheet No. DA-1176, Job No 23021, Issue B	Kitchen - Proposed Elevations, prepared by Vision 1 Architects	29-07-24
Sheet No. DA-1180, Job No 23021, Issue B	Consumables Store, prepared by Vision 1 Architects	29-07-24
C24035AR001, Revision B	Civil Engineering Services Report, prepared by Hurley Consulting Engineers	17/10/2024

2. Where there is any conflict between the conditions of this development approval and the details shown on the Approved Plans and Document, the conditions of this development approval must prevail.
3. The following further Development Permits must be obtained prior to commencement of any work associated with the process:
 - 3.1 Building Works;
 - 3.2 Plumbing Works;
 - 3.3 Operational Work; and
 - 3.4 Road Corridor Permit (Vehicle Crossover).

APPROVED DEVELOPMENT

4. The approved development is a Material Change of Use for Non-resident Workforce Accommodation (Extension to Existing Non-resident Workforce Accommodation - additional 300 Rooms) as shown on the Approved Plans.
5. Unless otherwise approved in writing by Council, the overall development is to occur sequentially over 5 Stages as shown on the Approved Plans and as follows:
 - Stage 1** - Existing 200 room development on Lot 10.
 - Stage 2** - In accordance with existing Approvals 030.2013.108.001 and 050.2024.670.001.
 - Stage 2A** - 100 accommodation rooms and 72 car parking spaces.
 - Stage 2B** - Additional on-site communal facilities, including new gymnasium with bus shelter and locker room, new roofed sports court and outdoor seating, 5 barbecue huts and new community room.
 - Stage 3** - 100 rooms, barbecue hut, laundry, new driveway and parking area involving 229 car parking spaces and 17 heavy vehicle parking spaces, overflow parking area, locker building and the expansion of the central dining and kitchen buildings.
 - Stage 4** - 100 additional rooms, barbecue hut and laundry.

Stage 5 - 100 rooms, laundry, recreation room/community area and 2 barbecue huts.

6. Conditions within this approval are applicable to each Stage 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.

INFRASTRUCTURE CHARGES

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

MAINTENANCE

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.

LANDSCAPING – GENERAL

12. The developer must submit to Council's Planning and Environment Manager or authorised delegate for endorsement, a detailed Landscape Plan for all landscaping associated with the development, prior to commencement of the development.
13. The Landscape Plan must detail:
 - 13.1 a minimum 2 metre wide vegetative buffer that shall be planted along all boundaries of the subject site for the extent of the development footprint, except any area reasonably required for vehicular and pedestrian access to the development; the buffer area is to be densely planted with high, medium and low profile plants and shrubs endemic to the local area;
 - 13.2 all landscaping areas as shown on the Approved Plans;
 - 13.3 the typical species to be planted, consisting mainly of drought-tolerant species suitable to their individual location on-site;
 - 13.4 the number and size of plants; and
 - 13.5 the typical planting detail including preparation, backfill, staking and mulching.
14. The developer must prepare and landscape the property 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.

15. All approved landscaping treatments for the development are to be maintained on the property at all times.

LANDSCAPING – MISCELLANEOUS

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 development works and any ensuing defects liability period.

SCHEDULE OF EXTERNAL FINISHES

17. A detailed Schedule of External Treatments/Finishes shall be submitted to Council's Planning and Environment Manager for endorsement, demonstrating compliance with the following requirements:
 - 17.1 provision of a high degree of visual articulation in the elevations of the building;
 - 17.2 identification of each of the materials used in the elevations of the approved building; and
 - 17.3 identification of the colour of each of the materials used in the elevations of the approved building.

Once endorsed, the Schedule will form part of this Development Permit.

Timing: Prior to the issue of a Development Permit for Building Works or Operational Work.

VISUAL AND GENERAL AMENITY

18. Any graffiti on the buildings shall be removed immediately.
19. The buildings and the site shall be maintained in a clean and tidy manner at all times.
20. All plant, air-conditioning equipment and the like shall be visually screened from the street.
21. Open storage areas and their contents, loading areas and refuse bin storage areas and other unsightly areas, shall be screened from view from the street and public places.

INDOOR AND OUTDOOR LIGHTING FOR SAFETY AND SECURITY

22. All lighting provided within the proposed development shall not involve lighting that shines light above the horizontal, or coloured or flashing lights, or sodium lights, or flare plumes and shall not involve configurations of lights in straight parallel lines.
23. Lighting is to be provided throughout car parking areas and along the pedestrian access path in compliance with Australian Standard AS1158.3.1 – Road Lighting – Pedestrian Area (Category P) Lighting – Performance and Installation Design Requirements.
24. Lighting shall be provided to all operational areas within the site.

OUTDOOR LIGHTING – IMPACT MITIGATION

25. Outdoor lighting of the development shall mitigate adverse lighting and illumination impacts by:
 - 25.1 providing outdoor lighting that is designed, installed and regulated in accordance with the parameters outlined in AS1158.1.1 – Control of Obtrusive Effects of Outdoor Lighting; and
 - 25.2 installation of outdoor lighting that:
 - 25.2.1 provides graduated intensity lighting with lower level brightness at the perimeter of the subject land and higher intensities at the center of the subject land;
 - 25.2.2 is directed onto the subject land and away from neighboring properties; and
 - 25.2.3 uses shrouding devices to preclude light overspill onto surrounding properties where necessary.

VISUAL PRIVACY TO BEDROOM WINDOWS

26. Bedroom windows shall be located no closer than 3 metres from common accessways, vehicle manoeuvring and parking areas. The 3 metre area between the bedroom window and the common accessways, vehicle manoeuvring and parking areas shall be landscaped with plants that will achieve a height of 1.8 metres within 3 years of planting and have a foliage that will obstruct views of the bedroom window.

ALTERNATIVELY

26. Durable, fixed and permanent screening devices having a maximum transparency of 25% shall be erected on the window or directly in front of the window (eg shutters or lattice screens), prior to occupation of the development. These screens are to be maintained until adjacent landscaping reaches a height of 1.8 metres and obstructs views of the bedroom window from common accessways, vehicle manoeuvring and parking areas.

RESTRICTIONS TO OPERATIONS

27. Unless otherwise approved in writing by Council, incoming deliveries of materials are to be restricted to the following hours:

Monday to Friday:	7.00am to 6.00pm
Saturday:	7.00am to 12.00 noon
Sundays and Public Holidays:	No unloading or loading are to occur

REFUSE STORAGE AREAS

28. 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.
29. The size and capacity of the refuse storage areas shall be sufficient to accommodate:
 - 29.1 the level of waste likely to be generated from the development having regard to the frequency of refuse collection;
 - 29.2 general refuse bins of an industrial type appropriate to the nature and scale of the use;

- 29.3 recycling bins appropriate to the nature and scale of the use; and
- 29.4 have a floor area with dimensions which exceed the size of the nominated bin size by at least 300mm at the rear and both sides, and 600mm at the front.
- 30. Waste collection shall be undertaken in a manner that complies with the following requirements:
 - 30.1 the bins shall 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;
 - 30.2 the collection of putrescible waste arising from the activities undertaken on this development shall be collected and removed at periods not exceeding 7 days;
 - 30.3 the collection of waste shall be undertaken so as to minimise, so far as reasonable and practical, excessive noise to neighboring occupants;
 - 30.4 the collection method shall ensure that waste is adequately managed to prevent escape of contamination; and
 - 30.5 waste removal is to be conducted between the hours of 7.00am and 6.00pm, excluding Sundays and Public Holidays.
- 31. Refuse bin collection areas shall be maintained in a manner that complies with the following requirements:
 - 31.1 waste containers shall be kept in a clean state and in good repair;
 - 31.2 waste containers are to be provided with tight-fitting lid assemblies designed to prevent ingress of pests and water;
 - 31.3 the occupier of the serviced premises shall ensure that all waste containers supplied are kept within the boundaries of the premises; and
 - 31.4 the occupier shall ensure that there is unobstructed access to the container for the removal of waste.

WASTE MANAGEMENT

- 32. 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 *Environmental Protection (Waste Management) Regulation 2000*.
- 33. 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

- 34. Submit to Council, an Operational Work application for earthworks, vehicle parking, stormwater drainage management, stormwater quality management (removal of hydrocarbon), erosion and sediment control at each Stage.
- 35. Undertake Engineering designs and construction in accordance with Council's Planning Scheme, Development Manual and Standard Drawings and relevant Australian Standards.
- 36. Submit to Council, certification from a Registered Professional Engineer of Queensland (RPEQ-Civil) that all work authorised by this development approval

and any related approval issued by Council, have been designed and constructed in accordance with the requirements of the development approval.

37. Be responsible for the full cost of any alteration necessary, to easements, relocation of signage 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 on during construction of the development.
39. Repair all damage incurred to Council and public utility services infrastructure and assets, as a result of the proposed development, immediately should hazards exist for public health and safety or vehicular safety. Otherwise, repair all damage immediately upon completion of work associated with the development.

STORMWATER MANAGEMENT

40. Design stormwater management generally in accordance with the Approved Civil Engineering Services Report, Ref: C24035AR001, Revision B prepared by Hurley Consulting Engineers, dated 17 October 2024, including construction of the stormwater detention basin.
41. All stormwater infrastructure and relevant management practices must be in compliance with Council's plumbing and drainage requirements.
42. Provide overland flow paths that do not alter the characteristics of existing overland flows or create an increase in flood damage on other properties.
43. Ensure that works undertaken as a part of the development would not cause any actionable nuisance to all adjoining properties.

WATER SUPPLY

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

WATER SUPPLY - FIRE FIGHTING SUPPLY

45. Demonstrate that adequate water supply will be available to meet the peak demands of the development, and firefighting pressures/flows to Council requirements. Council's Water and Wastewater Department shall be consulted in the development of a response to this item. The proposed solution must be submitted to Council's Planning & Environment Manager for approval. In the event that Council's water network is not adequate, an alternative solution shall be provided that does not rely on Council's water network.

WASTEWATER DISPOSAL

46. If consent could not be obtained from the neighbouring property to connect to an existing 300mm diameter trunk sewer main that runs along the western boundary in the neighbouring property, a new sewer pump station will be constructed to the south of the development to pump sewage generated from the site to McNulty Street to the Council reticulation system. Council's Utilities Department shall be consulted in the development of a design of any proposed sewer management system.

47. Submit to Council, the written consent from the property owner/s where such work requires entry onto adjoining land prior to entry onto the adjoining land, prior to Operational Work approval.
48. Obtain a Development Permit for Plumbing Work for the on-site sewerage treatment system.
49. Connection of 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.
50. Actual connection to Council's live sewerage infrastructure must be undertaken by or under the supervision of Council.
51. Do not build 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).
52. Maintain a minimum of a 3 metre wide corridor to be maintained for maintenance/upgrade purposes.
53. 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.
54. 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.

TRADE WASTE DISPOSAL (COMMERCIAL KITCHEN)

55. Connect the commercial kitchen to Council's sewer reticulation. Obtain a Plumbing Approval from Council and the relevant inspections are to be undertaken prior to connection to the sewer.
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 contaminants released to the sewer under and in accordance with a Trade Waste Permit granted by the Local Government under the *Sewerage and Water Supply Act 1949*; or
 - 56.4 other water following treatment through an oil/silt interceptor trap or separator.
57. 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

58. Design and construct all internal roads, driveways, manoeuvring and car parking areas with concrete, asphalt or a two-coat bitumen seal.
59. Provide 229 car parking spaces including a minimum of 5 person with disability (PWD) car parking spaces and 17 12.5m long (48-seater) bus/Heavy Vehicle parking spaces generally in accordance with the Approved Plans.
60. Provide an overflow parking area with adequate number of parking spaces for 155 cars.

61. Provide PWD car parking spaces designed and line marked in accordance with AS2890.6, Off-Street Parking for People with Disabilities.
62. Provide a continuous concrete path from the person with disability (PWD) car parking spaces to the facility with a rest point.
63. Provide vehicle bollards or tyre stops to control vehicular access and to protect landscaping or pedestrian areas where appropriate.
64. Line mark or otherwise delineate the car park aisles and driveways within the development with directional arrows on the pavement, to enable all vehicles to enter and leave the site in a forward gear.
65. 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.
66. Ensure loading and unloading operations are conducted wholly within the site.
67. Install at exit locations from the development to Warrego Highway and Condamine Street, R1-1A "STOP" signage as specified in the Manual of Uniform Traffic Control Devices – Part 13: Local Area Traffic Management and provide line marking.

VEHICLE ACCESS

68. Construct a commercial crossover between the property boundary and the edge of the McNulty Street road pavement, having a minimum width of 9 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 12.5 metre bus.
69. 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 stormwater gully pit, manhole, service infrastructure (eg power pole, telecommunications pit), road infrastructure (eg street sign, street tree, etc).

ROADWORKS - ROAD WIDENING

70. Prior to the commencement of Stage 3, design and construct roadworks from the existing constructed location to the west up to the eastern boundary of proposed Lot 20 along McNulty Street to relevant Council's Standards, Council's Planning Scheme and more specifically, include:
 - 70.1 widening of the existing bitumen constructed using a compacted, gravelled pavement and a 30mm deep asphalt surface; asphalt shall conform to BCC Type 2 - 10mm or an equivalent;
 - 70.2 kerb and channel at the existing alignment and transition works to existing drainage;
 - 70.3 formation of a grassed verge; and
 - 70.4 1:10 tapers to the existing road pavement to the east.

ELECTRICITY AND TELECOMMUNICATIONS

71. Connect the development to electricity and telecommunication services.

EARTHWORKS - GENERAL

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

EROSION AND SEDIMENT CONTROL - GENERAL

73. 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.
74. 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.

ADVISORY NOTES

NOTE 1 - Currency 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 work, 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.

CARRIED

12.2 (035.2024.486.001) Community and Liveability Report Development Application Reconfiguring a Lot (1 lot into 2 Lots) of Lot 144 on LY907 490 Auburn Road Red Hill Handley C/- Swep Consulting

The purpose of this Report is for Council to decide the proposed development for Reconfiguring a Lot (1 lot into 2 lots) on land described as Lot 144 on LY907 and situated at 490 Auburn Road, Red Hill.

COUNCIL RESOLUTION

Moved By Cr. P. T. Saxelby
Seconded By Cr. G. M. Olm

That this Report be received and that:

1. The application for Reconfiguring a Lot (1 lot into 2 lots) of land described as Lot 144 on LY907 and situated at 490 Auburn Road, Red Hill 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., Revision	Title and Details	Dated
34141-4_POD-001_r0, Revision A	Plan of Development, Subdividing 1 into 2 lots, Subdividing 144 LY907, Lithgows Road, Red Hill, prepared by FYFE Pty Ltd	26/07/2024

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

APPROVED DEVELOPMENT

3. The approved development is Reconfiguring a Lot (Subdivision of 1 lot into 2 lots) as shown on the Approved Plan.

COMPLIANCE, TIMING AND COSTS

4. All conditions of the approval shall be complied with before Council's endorsement of the Plan of Survey (Form 18B) and whilst the use continues, unless otherwise noted within these conditions.

5. All costs associated with compliance with these conditions shall be the responsibility of the developer.
6. The Plan of Survey (Form 18B) shall not be executed until a letter of compliance is received demonstrating the development's compliance with all conditions of this approval.

FEES AND CHARGES

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

LOT NUMBERING

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

INFRASTRUCTURE CHARGES

10. 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.

LANDSCAPING

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

ENGINEERING WORKS

13. Complete all works approved and works required by conditions of this development approval and/or any related approvals at no cost to Council, prior to Council's endorsement of the Survey Plan (Form 18B) unless stated otherwise.
14. Undertake Engineering designs and construction in accordance with Council's Planning Scheme, Development Manual and Standard Drawings, relevant Australian Standards, Codes of Practice and relevant Design Manuals.
15. Be responsible for any alteration necessary, to electricity, telephone, water mains, sewer mains, stormwater drainage systems or easements 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

16. 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.

17. 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.

ELECTRICITY

18. All Dwellings developed on the proposed lots are to have an adequate electricity supply to satisfy the expected needs of the Dwelling House. Electricity supply can be provided via reticulated electricity, a generator, solar system, wind power or any other alternative agreed upon by Council's authorised delegate.

TELECOMMUNICATIONS

19. Design and provide telecommunications to all lots within the development in accordance with the *Australian Government Telecommunications in New Developments Policy*.

WATER SUPPLY

20. All Dwellings on the proposed lots are to be provided with a suitable water supply that is independent from Council's water reticulation system. Monitor water quality continuously to ensure compliance with *Australian Drinking Water Guidelines - current edition 2011 and Health Guidance of Use of Standards for Potable Water*.

ON-SITE WASTEWATER TREATMENT

21. Future buildings on the proposed lots must be connected to an on-site wastewater disposal system, in accordance with AS 1547 and the Queensland Plumbing and Waste Water Code.

Timing: Prior to the issue of a Building Approval for a future building on the proposed lots.

STORMWATER MANAGEMENT

22. 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.

ENVIRONMENTAL HEALTH

23. Undertake operations and construction work associated with this development to the requirements of Council, including the following:
 - 23.1 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;
 - 23.2 remove immediately, any material spilled or carried onto existing roads to avoid dust nuisance and to ensure traffic safety; and
 - 23.3 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 landscaping or areas disturbed during construction.

24. 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:

- 24.1 uncontaminated overland stormwater flow; and
24.2 uncontaminated stormwater to the stormwater system.

Timing: Prior to commencement of any works on-site, during works on-site and maintained for the period of the use of the development site.

REFERRAL AGENCY RESPONSE

1. The State Assessment and Referral Agency has provided a Referral Agency response dated 25 September 2024.

ADVISORY NOTES

NOTE 1 - Currency 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 reconfiguring a lot—if a plan for the reconfiguration, that under the Land Title Act, is required to be given to a local government for approval is not given to the local government within —*
- (i) *the period stated for that part of the approval; or*
(ii) *if no period is stated— **4 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 - Infrastructure Charges

An Infrastructure Charges Notice is attached to this approval.

CARRIED

12.3 (035.2024.561.001) Community and Liveability Report Development Application Reconfiguring a Lot (Boundary Realignment 2 Lots into 2 Lots) of Lots 24 and 25 on SP176768 at 17540 and 17520 Warrego Highway Dalby Hedge

The purpose of this Report is for Council to decide the proposed development for Reconfiguring a Lot (Boundary Realignment - 2 lots into 2 lots) on land described as Lots 24 and 25 on SP176768, situated at 17540 and 17520 Warrego Highway, Dalby.

COUNCIL RESOLUTION

Moved By Cr. K. A. Bourne

Seconded By Cr. O. G. Moore

That this Report be received and that:

1. The application for Reconfiguring a Lot (Boundary Realignment - 2 lots into 2 lots) of land described as Lots 24 and 25 on SP176768, situated at 17540 and 17520 Warrego Highway, 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., Revision	Title and Details	Dated
10827-SK1, Revision A	Proposed Reconfiguration of Lots 24 & 25 on SP176768 Locality of Dalby, Western Downs RC, prepared by Cottrell Cameron & Steen Surveys Pty Ltd, as amended in red by Council on 1.10.2024	3.9.2024

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

APPROVED DEVELOPMENT

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

COMPLIANCE, TIMING AND COSTS

4. All conditions of the approval shall be complied with before Council's endorsement of the Plan of Survey (Form 18B) and whilst the use continues, unless otherwise noted within these conditions.
5. All costs associated with compliance with these conditions shall be the responsibility of the developer.
6. The Plan of Survey (Form 18B) shall not be executed until a letter of compliance is received demonstrating the development's compliance with all conditions of this approval.

FEES AND CHARGES

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

MAINTENANCE

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

LOT NUMBERING

9. The numbering of all approved lots shall remain as indicated on the Approved Plan (unless otherwise amended/approved by Council).

LANDSCAPING

10. All declared weeds and pests shall be removed from the subject land and the subject land kept clear of such nuisance varieties at all times during the course of the development works and any ensuing defects liability period.
11. 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.

ENGINEERING WORKS

12. Complete all works approved and works required by conditions of this development approval and/or any related approvals at no cost to Council, prior to Council's endorsement of the Survey Plan (Form 18B) unless stated otherwise.
13. Be responsible for any alteration necessary, to electricity, telephone, water mains, sewer mains, stormwater drainage systems or easements 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

14. 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.

15. 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 works associated with the development.

STORMWATER MANAGEMENT

16. 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.
17. Adjoining properties and roadways to the development are to be protected from ponding or nuisance from stormwater as a result of any site works undertaken as part of the proposed development.

VEHICLE ACCESS

18. Ensure that the existing vehicular access points from Warrego Highway are maintained.

SERVICES

19. Ensure that all services provided to each lot are wholly located within the lot it serves.

ELECTRICITY

20. Maintain existing electricity supply to all lots within the development.

EROSION AND SEDIMENT CONTROL - GENERAL

21. 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

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

- 22.1 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;
- 22.2 remove immediately, any material spilled or carried onto existing roads to avoid dust nuisance and to ensure traffic safety; and
- 22.3 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 landscaping or areas disturbed during construction.

23. 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:

- 23.1 uncontaminated overland stormwater flow; and
- 23.2 uncontaminated stormwater to the stormwater system.

Timing: Prior to commencement of any works on-site, during works on-site and maintained for the period of the use of the development site.

ADVISORY NOTES

NOTE 1 - Currency 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 reconfiguring a lot —if a plan for the reconfiguration, that under the Land Title Act, is required to be given to a local government for approval is not given to the local government within —*

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

(ii) *if no period is stated— **4 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

CARRIED

13. EXECUTIVE SERVICES

13.1 Executive Services Chief Executive Officer Report December 2024

The purpose of this Report is to provide Council with significant meetings, forums and delegations attended by the Chief Executive Officer during the month of December 2024.

COUNCIL RESOLUTION

Moved By Cr. O. G. Moore

Seconded By Cr. K. A. Bourne

That this Report be received.

CARRIED

13.2 Executive Services Report Outstanding Actions December 2024

The purpose of this Report is to provide Council with an updated on the status of outstanding Council Meeting Action Items to 5 December 2024.

Cr. M. J. James left the meeting at 10.05am (having declared a conflict of interest in response to a intended question regarding the Dalby Aerodrome proposed lease to Helismart. Cr James had determined that the conflict of interest arose as she is a close personal friend of two of the Directors of HeliSmart and has previously done consulting work for Helismart in her former role at BMO Accountants).

Cr. M. J. James re-joined the meeting at 10.09am.

COUNCIL RESOLUTION

Moved By Cr. P. T. Saxelby

Seconded By Cr. K. A. Bourne

That this Report be received.

CARRIED

14. CORPORATE SERVICES

14.1 Corporate Services Financial Report December 2024

The purpose of this Report is to provide Council with the Financial Report for the period ending 31 December 2024.

COUNCIL RESOLUTION

Moved By Cr. S. Bougoure

Seconded By Cr. O. G. Moore

That Council resolves to receive the December 2024 Financial Report and:

(1)note the amendments to the 2024-25 Capital Works Programme as listed in section three of this report, with additional expenditure of \$752,889 (exclusive of goods and services tax) and additional revenue of \$779,188 (exclusive of goods and services tax) being added to the programme;

(2) resolves to approve the deferral of capital expenditure budget from 2024-25 to 2025-26 for \$4,500 (exclusive of goods and services tax) as listed in section three of this report; and

(3)notes the 2023-24 Carry Forward Programme update as listed in attachment two of this report.

CARRIED

15. INFRASTRUCTURE SERVICES

15.1 Infrastructure Services Report Water Main Renewal Program - 2024/25 Budget Increase

The purpose of this Report is to request an increase in budget for the water main renewal program - 2024/25 from \$2,499,012 to \$3,050,000 (ex GST) for the 2024/25 financial year.

COUNCIL RESOLUTION

Moved By Cr. S. J. Condon

Seconded By Cr. G. M. Olm

That this Report be received and that Council:

1. Increase budget for the water main renewal program - 2024/25 from \$2,499,012 to \$3,050,000 (ex GST) for the 2024/25 financial year.

CARRIED

The Chairperson adjourned the meeting at 10:39am

The meeting resumed at 10:57am

15.2 Infrastructure Services Report Transport Asset Maintenance Management Plan (TAMMP) 2024 Review

The purpose of this Report is to provide Council with a summary of the Transport Asset Maintenance Management Plan 2024/25 review findings.

Moved By Cr. G. M. Olm

Seconded By Cr. K. A. Bourne

That this Report be Received.

CARRIED

15.3 Infrastructure Services Report 2024/25 Capital Works Progress Update December 2024

The purpose of this Report is for the Works Department to provide an update to Council regarding the 2024/25 Capital Works Program for the month of December 2024.

COUNCIL RESOLUTION

Moved By Cr. S. J. Condon

Seconded By Cr. O. G. Moore

That this report is received and noted.

CARRIED

16. COMMUNITY AND LIVEABILITY

16.1 Community & Liveability Big Skies Festival 2024

The purpose of this report is to provide Council with a summary of the key outcomes and statistics from the delivery of Big Skies Festival 2024 and to seek endorsement of the proposed dates for future Big Skies Festival to enable planning to continue.

COUNCIL RESOLUTION

Moved By Cr. M. J. James

Seconded By Cr. K. A. Maguire

That this report be received and Council endorses the proposed dates for the 2026 Big Skies Festival for the long weekend from Thursday 30 April - Monday 4 May 2026 and the future of the event be considered during the 2025/2026 budget deliberations.

LOST (4 to 5)

For: Cr. A. N. Smith, Cr. K. A. Bourne, Cr. K. A. Maguire, and Cr. M. J. James

Against: Cr. O. G. Moore, Cr. S. J. Condon, Cr. P. T. Saxelby, Cr. G. M. Olm, and Cr. S. Bougoure

16.2 Community and Liveability Report Chambers of Commerce Partnering Agreement Outcomes 23/24

This Report is to inform Council about the initiatives delivered under the Chamber of Commerce 2023/24 Partnering Agreements.

COUNCIL RESOLUTION

Moved By Cr. K. A. Maguire

Seconded By Cr. K. A. Bourne

That this Report be received.

CARRIED

16.3 Community and Liveability Report Queensland Country Tourism 2024

The purpose of this report is to provide Council with an annual report outlining outcomes of the 2023 / 2024 partnership between Western Downs Regional Council and Queensland Country Tourism (QCT).

COUNCIL RESOLUTION

Moved By Cr. K. A. Maguire

Seconded By Cr. M. J. James

That this Report be received and noted.

CARRIED

17. NOTICES OF MOTION

17.1 CONSIDERATION OF NOTICES OF MOTION/BUSINESS

There were no notices of motion/business for consideration.

18. URGENT GENERAL BUSINESS

Procedural Motion Moved By Cr. A. N. Smith

That the meeting be adjourned until 12:00pm.

CARRIED

The meeting resume at 12:09pm.

COUNCIL RESOLUTION

Moved By Cr. O. G. Moore

Seconded By Cr. S. Bougoure

That council resolve to no longer deliver the Big Skies music festival as a council run event.
However, council would consider support if it were a community run event.

CARRIED (5 to 4)

For: Cr. O. G. Moore, Cr. S. J. Condon, Cr. P. T. Saxelby, Cr. G. M. Olm, and Cr. S. Bougoure

Against: Cr. A. N. Smith, Cr. K. A. Bourne, Cr. K. A. Maguire, and Cr. M. J. James

19. MEETING CLOSURE

The Meeting concluded at 12:34pm.

Title **Executive Services Mayoral Report January 2025**

Date 10 February 2025

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 2025.

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 2025:

Date	Who/Where	Details
7 January 2025	<ul style="list-style-type: none"> • Meeting with Dalby Newspaper 	Phone Call
14 January 2025	<ul style="list-style-type: none"> • Pre-agenda Meeting • Information Sessions • Development Application Panel Meeting 	Dalby Dalby Dalby
15 January 2025	<ul style="list-style-type: none"> • Meeting with Community Members • Adoni Media Training 	Dalby Dalby
16 January 2025	<ul style="list-style-type: none"> • Ordinary Meeting of Council 	Chinchilla
20 January 2025	<ul style="list-style-type: none"> • Meeting with Coexistence Queensland 	Brisbane
21 January 2025	<ul style="list-style-type: none"> • Meeting with Origin • Meeting with Parkway • Meeting with Shell • Meeting with Powerlink • Meeting with Stanwell • Meeting with Policy Advisor for the Deputy Premier 	Brisbane Brisbane Brisbane Brisbane Brisbane Brisbane
22 January 2025	<ul style="list-style-type: none"> • Radio Interview with 4WK 	Phone Call
26 January 2025	<ul style="list-style-type: none"> • Australia Day Awards • Citizenship Ceremony 	Miles Dalby

28 January 2025	<ul style="list-style-type: none"> Meeting with Southern Downs Regional Council Mayor 	Phone Call
29 January 2025	<ul style="list-style-type: none"> Development Assessment Panel Meeting 	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 2025.

Attachments

Nil

Authored by: Hailey Wex, Executive Officer to the Mayor

Title (030.2024.705.001) Community and Liveability Report Development Application for Material Change of Use for a Dwelling House at 2 Hallinan Court Dalby Story Care Revolution Town Planning

Date 5 February 2025

Responsible Manager T. Summerville, PLANNING AND ENVIRONMENT MANAGER

Summary

The purpose of this Report is for Council to decide the proposed development for Material Change of Use to establish a Dwelling House on land described as Lot 14 on RP206538 and situated at 2 Hallinan Court, Dalby

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 Dwelling House on land described as Lot 14 on RP206538 and situated at 2 Hallinan Court, Dalby 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:

Drawing No.	Plan Title and Description	Dated
Project No. 23-3359-SPY, Sheet 1 of 8, Issue A	Site Plan, prepared by Blueprint Drafting Services, as amended in red by Council on 06/02/2025	16/05/2024
Project No. 23-3359-SPY, Sheet 2 of 8, Issue B	Floor Plan & Sub-floor Plan, prepared by Blueprint Drafting Services	21/05/2024
Project No. 23-3359-SPY, Sheet 3 of 8, Issue B	Elevations, prepared by Blueprint Drafting Services	21/05/2024

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 Permits must be obtained prior to commencement of any work associated with the process:
 - 3.1 Development Permit for Building Works;

- 3.2 Compliance Permit for Plumbing Work; and
- 3.3 Road Corridor Permit for Vehicle Crossover.

APPROVED DEVELOPMENT

- 4. The approved development is a Material Change of Use for a Dwelling House 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. 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.

INFRASTRUCTURE CHARGES

- 9. 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.

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

- 10. 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.
- 11. 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.

VEHICLE ACCESS

- 12. Construct a residential crossover between the property boundary and the edge of the Hallinan Court road pavement, having a minimum width generally in accordance with Council's Standard Drawing No. R-005.
- 13. 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 stormwater gully pit, manhole, service infrastructure (eg power pole, telecommunications pit), road infrastructure (eg street sign, street tree, etc).

STORMWATER MANAGEMENT

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

EROSION AND SEDIMENT CONTROL - GENERAL

17. 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.
18. 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.

VISUAL AND GENERAL AMENITY

19. Ensure that north-eastern facing windows in the Kitchen and Bed 2 as identified on the Site Plan, have one of the following characteristics:
 - 19.1 sill heights of 1.7 metres above floor level;
 - 19.2 fixed obscure glazing in any part of the windows below 1.7 metres above floor level; or
 - 19.3 the view from the habitable rooms' windows screened by a structure not greater than 1.8 metres in height with openings that make the windows more than 50% transparent.

FLOODING

20. Ensure that the minimum habitable floor levels of the Dwelling House are 300mm above Council's defined flood level which is 341.07 metres Australian Height Datum (AHD).

ADVISORY NOTES

NOTE 1 - Flood Hazard

The proposed development is located on land subject to the High Flood Hazard Area. Any building work not raised above the Defined Flood Level may be subject to inundation.

NOTE 2 - Currency 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 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.

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 works, and to ensure safe traffic control and safe public access in respect of works 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 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 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.

Background Information

Application No: 030.2024.705.001		Assessment No: A2631	Subject File Refs: AD6.6.2 & LG7.6.1
Assessing Officer:		Tim O’Leary CONSULTANT, REEL PLANNING	
PART 1: APPLICATION			
Applicant:		Keith Story C/- Revolution Town Planning	
Owner:		Keith Story	
Site Address:		2 Hallinan Court, Dalby	
Site Area:		659m ²	
Real Property Description:		Lot 14 on RP206538	
Proposed Development:		Dwelling House in a High Flood Hazard Area	
Category of Assessment:		Impact	
Type of Application:		Material Change of Use	
Relevant Planning Scheme:		Western Downs Planning Scheme 2017 incorporating Amendment 1	
Zone:		Low Density Residential	
Precinct:		N/A	
Overlays:		<div><div><div>• Airport Environs</div><div>• Flood Hazard Area</div><div>• Extractive Industry</div></div><div><div>- OLS Conical Limitation</div><div>- High and Extreme (1% AEP)</div><div>- Petroleum Leases (PL 198)</div></div></div>	

	<ul style="list-style-type: none"> • Agricultural Land Classification - Class A • Stormwater Overland Flow - Minor Flow Path • Road Hierarchy - Access Road (Hallinan Court and Curtis Street) 	
Pre-lodgement Meeting:	No	Date: N/A
Application Lodgement Date:	28/10/2024	
Properly Made Application:	Yes	Date: 29/10/2024
Confirmation Notice Issued:	Yes	Date: 31/10/2024
PART 2: REFERRALS	N/A	
PART 3: INFORMATION REQUEST	N/A	
PART 4: PUBLIC NOTIFICATION		
Start Date:	Yes	Date: 27/11/2024
Notice of Compliance Received:	Yes	Date: 23/12/2024
Submissions:	Yes	1 Properly Made
PART 5: DECISION PERIOD		
Date Commenced:	15/01/2025	
Decision Due Date:	05/03/2025	

Report

1. Background Information

The subject site, Lot 14 on RP206538 is located at 2 Hallinan Court, Dalby. The property is within the Low Density Residential Zone and is 659m² in area. The Airport Environs, Flood Hazard, Extractive Industry, Agricultural Land Classification, Stormwater Overland Flow and Road Hierarchy Overlays impact the land. The site is presently vacant with no existing formal access.

The site is located approximately 1.5km south of Dalby within an area characterised by low density residential land uses to the north and east, and rural residential land uses to the south and west. The site is serviced by Council's reticulated water and sewerage networks.

2. Proposal

Council has received a development application seeking a Development Approval for a Material Change of Use to construct a Dwelling House. The application is subject to Impact Assessment, pursuant to 5.10.1 of the Western Downs Planning Scheme 2017 incorporating Amendment 1 (the Planning Scheme), as the Dwelling House is proposed to be located in the High Flood Hazard Area.

The proposed development is to include the following development parameters:

Building Height:	5.9m
Area:	72.5m ²
Setbacks:	Hallinan Court: 6.000m Curtis Street: 6.000m North-eastern side boundary: 11.325m South-eastern side boundary: 8.736m
Access:	Hallinan Court (identified as "Access Option 1" on the proposal Site Plan)

3. Assessment Benchmarks

The following assessment benchmarks apply to this development:

ASSESSMENT MATTERS	
<p>The proposed development was assessed against the following assessment benchmarks:</p> <ul style="list-style-type: none"> ▪ Western Downs Planning Scheme 2017 incorporating Amendment 1 <ul style="list-style-type: none"> • Strategic Plan • Low Density Residential Zone Code • Airport Environs Overlay Code • Flood Hazard Overlay Code • Natural Resources Overlay Code • Stormwater Overland Flow Path Overlay Code • Accommodation Activities Code 	
<p>The development was assessed against all of the assessment benchmarks listed above and complies with all of these with the exceptions listed below:</p>	
Assessment Benchmark	Reasons for the Approval Despite Non-compliance with Benchmark
Accommodation Activities Code	
<p>AO6.1</p> <p>Any habitable room window that directly faces a habitable window of another dwelling has one or more of the following characteristics:</p> <ul style="list-style-type: none"> (a) a sill height of 1.7 metres above floor level; (b) fixed obscure glazing in any part of the window below 1.7 metres above floor level; (c) the view from the habitable room window screened by a structure not greater than 1.8 metres in height that has openings which make it no more than 50 per cent transparent. <p>AO6.2</p> <p>Where direct views exist into the private open space of an adjoining dwelling from, habitable room windows, balconies, verandahs, terraces, decks and other communal or public areas this view is obscured or screened by:</p> <ul style="list-style-type: none"> (a) privacy screens that have openings which make it no more than 50% transparent. 	<p>The proposed development contains two windows in habitable rooms (in Bedroom 2 and the Kitchen) that directly face a habitable window of another Dwelling and provide direct views into the neighbouring private open space to the north-east. These windows do not incorporate any measures intended to mitigate the impacts of the proposed Dwelling on privacy listed under AO6.1 or AO6.2.</p> <p>A condition has been imposed to ensure that the proposed development will provide appropriate privacy screening, to ensure compliance with AO6.1 and AO6.2.</p>

3.1 Assessment against the Western Downs Planning Scheme 2017 incorporating Amendment 1 (the Planning Scheme)

3.1.1 Regional Plan and other State Instruments

Darling Downs Regional Plan

The Darling Downs Regional Plan was released in October 2013, where the site was included in a Priority Living Area (PLA). PLAs are identified to preserve areas for town expansion for those towns likely to experience growth in the next 20 years.

The purpose of the Plan is to identify the State's interests in land use planning for the region. Specifically, the plan identifies:

- regional outcomes for the region;
- regional policies for achieving the regional outcomes; and
- the State's intent for the future spatial structure of the region, including Priority Agricultural Areas (PAA), Priority Living Areas (PLA) and priority outcomes for infrastructure.

The Plan's regional policies address the emerging regional issues of land use competition between the agricultural and resource sectors and the need to protect areas required for the growth of towns.

The Plan also discusses other State interests relevant to land use planning in the region, including housing and livable communities, economic growth, environment and heritage, and hazards and safety.

As the proposed development is for a Dwelling House in the Low Density Residential Zone and a PLA, the proposal is considered consistent with the Regional Plan.

3.1.2 State Planning Policy

The State Planning Policy (July 2017) (SPP) commenced on 3 July 2017 and is effective at the time of writing this Report. The *Planning Regulation 2017* states "*the assessment **must be carried out against the assessment benchmarks** stated in Part E of the State Planning Policy to the extent Part E is not appropriately integrated into the Planning Scheme*".

In accordance with Section (8)(4)(a) of the *Planning Act 2016*, the State Planning Policy applies to the extent of any inconsistency with the Planning Scheme.

State Planning Policy Part E	
Liveable Communities and Housing <ul style="list-style-type: none"> • Housing supply and diversity. • Livable communities. 	Complies. The proposed development is for a Dwelling House in the Low Density Residential Zone which is within a well-served area, connected to relevant infrastructure.
Safety and Resilience to Hazards <ul style="list-style-type: none"> • Emissions and hazardous activities. • Natural hazards, risk, and resilience. 	Complies. The site is located in a Flood Hazard Area. The proposed Dwelling has been designed to be above the identified flood level.
Infrastructure <ul style="list-style-type: none"> • Energy and water supply. • Infrastructure integration. • Transport infrastructure. • Strategic airports and aviation facilities. • Strategic ports. 	Complies. The site is connected to all necessary urban infrastructure including water, electricity, sewerage and telecommunications.

3.1.3 Strategic Plan

Part 3 of the Planning Scheme includes the Strategic Plan. The following five themes collectively represent the policy intent of the Scheme:

- (i) Livable Communities and Housing
- (ii) Environment and Heritage
- (iii) Economic Growth
- (iv) Infrastructure
- (v) Safety and Resilience to Hazards

(i) Livable Communities and Housing

The site is located in an Urban Area, with the proposed development involving an urban land use, being a Dwelling House.

The proposed Dwelling is a three bedroom house and is to include a floor area of 72.5m² and a maximum building height of approximately 5.9m (scaled from proposal plans submitted by the applicant).

The proposed development therefore complies with the relevant outcomes of the Livable Communities and Housing theme.

(iv) Infrastructure

The proposed Dwelling is to be connected to the reticulated water supply and sewerage networks and telecommunications infrastructure. Appropriate standard conditions have been included in the Schedule of Conditions to manage stormwater across the site.

The proposed development therefore complies with the relevant outcomes of the Infrastructure theme.

(v) Safety and Resilience to Hazards

The site is identified as being subject to High and Extreme Flood Hazards on the Flood Hazard Overlay Map, though the portion of the site which will contain the proposed development is limited to the High Flood Hazard Area. The proposal involves a Dwelling House which is raised above the identified flood level across a sufficiently sized lot.

The proposed development will not result in any significant earthworks or development which will significantly alter natural drainage patterns, worsen existing flooding conditions, or contribute to negative impacts on environmental quality during flood events.

Council's Consultant Development Engineer has reviewed the application and advised that the proposal should not impact upon the conveyance of flood water across the property.

Compliance with the recommended Schedule of Conditions will ensure the proposed development complies with the relevant outcomes of the Safety and Resilience to Hazards theme.

3.1.4 Zone Code

Low Density Residential Zone Code

The property is located in the Low Density Residential Zone of the Planning Scheme. The application seeks to establish a Dwelling House across the site.

The proposed Dwelling is a three bedroom House and is to include a floor area of 72.5m² and a maximum building height of approximately 5.9m (scaled from proposal plans submitted with the application).

The proposed development is consistent with the Acceptable Outcomes of the Low Density Residential Zone Code.

3.1.5 Overlays

Airport Environs Overlay Code

The site is located to the south of the Dalby Aerodrome and is identified within the Airport Environs Extents of the Airport Environs Overlay. The purpose of the Airport Environs Overlay Code is to manage development that is in close proximity to airports so that aircraft operations are not impeded by the encroachment of incompatible development.

As the proposed development includes a Dwelling House with a maximum building height of 5.9m, the proposal is not considered to result in any impacts to airport operations.

It is considered that the proposal complies with the Acceptable Outcomes of the Airport Environs Overlay Code.

Flood Hazard Overlay Code

The site contains areas subject to Extreme and High Flood Hazards, as per the Flood Hazard Overlay Mapping of the Planning Scheme. Council's Consultant Development Engineer has reviewed the application and has determined that the siting of the Dwelling House will not impact upon the conveyance of flood water across the site. Additionally, the Dwelling House has been designed above the flood level.

The proposed development complies with the Acceptable Outcomes of the Flood Hazard Overlay Code.

Natural Resources Overlay Code

The site is identified as Class A Agricultural Land within the Agricultural Land Classification Overlay Mapping of the Planning Scheme and identified on the Petroleum Leases layers of the Extractive Industry Overlay, therefore requiring assessment against the Natural Resources Overlay Code.

The site is located within the Low Density Residential Zone and has been historically alienated for productive agricultural purposes. Further, the proposed development is not for an Extractive Industry land use, nor is the site within proximity of an Extractive Industry or identified in a Resource Processing Area or Separation Area.

The proposed development is consistent with the relevant Acceptable Outcomes of the Natural Resources Overlay Code.

Stormwater Overland Flow Overlay Code

The site is partially identified within a Minor Flow Path under the Stormwater Overland Flow Overlay. As the proposed Dwelling House will not be constructed within the identified flow path, the proposed development complies with the Acceptable Outcomes of the Stormwater Overland Flow Overlay Code.

3.1.6 Development Codes

Transport, Access and Parking Code

The site gains access from Hallinan Court, however, no formal vehicle crossover has been established. The applicant has identified two possible locations for a crossover. Council's Consultant Development Engineer has identified "Access Option 1", as indicated on the proposal Site Plan, as the preferred access point and has imposed standard conditions for the construction of the crossover.

It is considered that the development is consistent with the relevant assessment benchmarks of the Transport, Access and Parking Code, subject to the recommended conditions of approval.

Infrastructure Services Code

The proposed development is for a Dwelling House on a vacant lot. The site is within Council's declared water service area and sewer network area. The proposed Dwelling House has been conditioned to be connected to all necessary infrastructure.

It is therefore considered that compliance with the conditions of approval will ensure the development is consistent with the Acceptable Outcomes of the Infrastructure Services Code.

4. Other Relevant Matters

4.1 Public Notification

The development application was publicly notified for a period of 15 business days starting on 27 November 2024 and ending on 19 December 2024. The Notice of Compliance with Public Notification Requirements was received from the applicant on 23 December 2024.

The applicant:

- published a notice in The Chronicle on 27 November 2024;
- placed a notice on the premises on 26 November until 20 December 2024; and
- notified the adjoining land owners on 25 November 2024 via post.

Submission

Submitter's Concern	Planning Comments
Loss of privacy for an adjoining Dwelling.	A condition has been imposed to ensure the proposed development will comply with AO6.1 and AO6.2 of the Accommodation Activities Code. Compliance with these provisions will ensure that suitable privacy is provided to the adjoining Dwelling.

4.2 Infrastructure Charges

Infrastructure charges are levied on development in accordance with Council's Infrastructure Charges Resolution (No. 7.1) 2017 (the Resolution).

The development for a Material Change of Use of a Dwelling House falls within the Dwelling Class of the Resolution and is charged on a per Dwelling Unit basis.

The property is located within Charge Area A and the development will be serviced by Council's Parks, Transport and Stormwater Networks.

Table 3.3.3 of the Resolution provides that a Material Change of Use for a Dwelling (3 bedroom Dwelling Unit) is \$25,200.00 per Dwelling Unit.

The infrastructure charges for the development will be fully offset by a credit of \$25,200.00 for the existing residential allotment in accordance with Part 3.4(1)(c) of the Resolution, resulting in a nil charge.

An Infrastructure Charges Notice for the proposed development is attached to this Report for consideration (**Attachment 3**).

Consultation (Internal/External)

Internal

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

Council's Planning and Environment Manager and Principal Planner have reviewed this 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

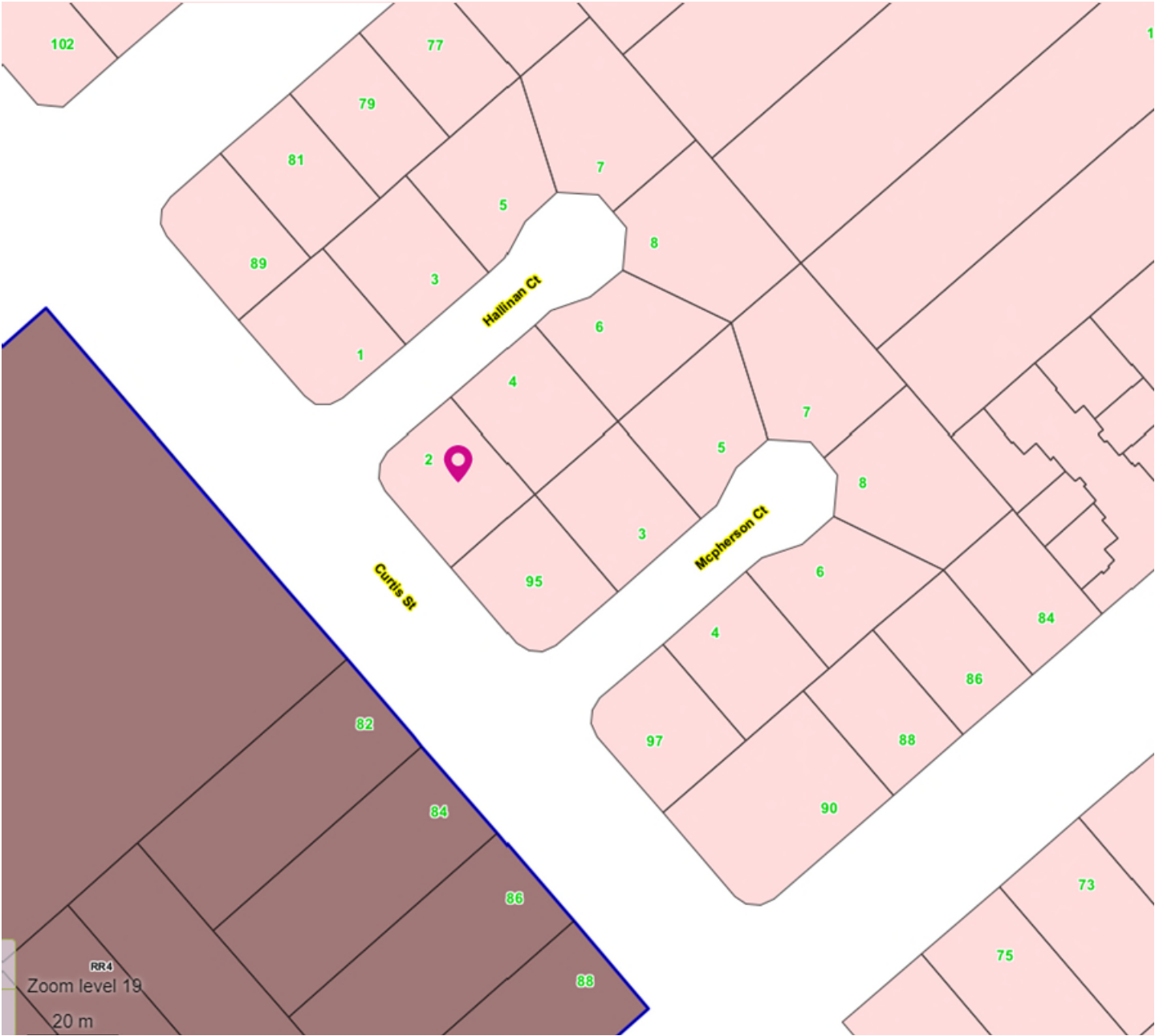
The proposed development has been assessed against the requirements of the Western Downs Planning Scheme 2017 incorporating Amendment 1. It is considered that the proposed development is consistent with the intent of the Western Downs Planning Scheme 2017 incorporating Amendment 1, subject to the recommended conditions of approval.

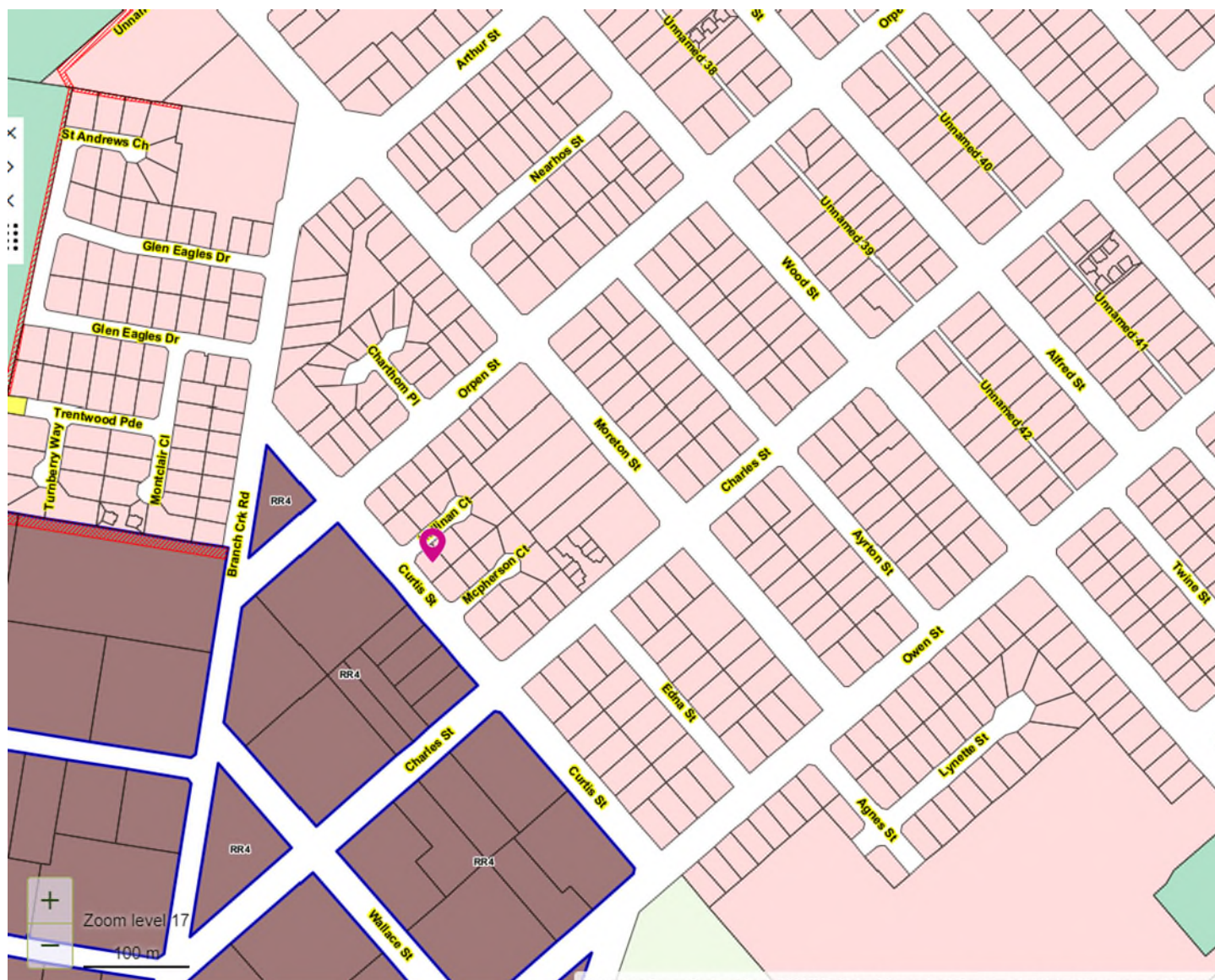
Attachments

1. Locality Plans
2. Proposal Plans
3. Infrastructure Charges Notice

Authored by: Tim O'Leary, CONSULTANT, REEL PLANNING

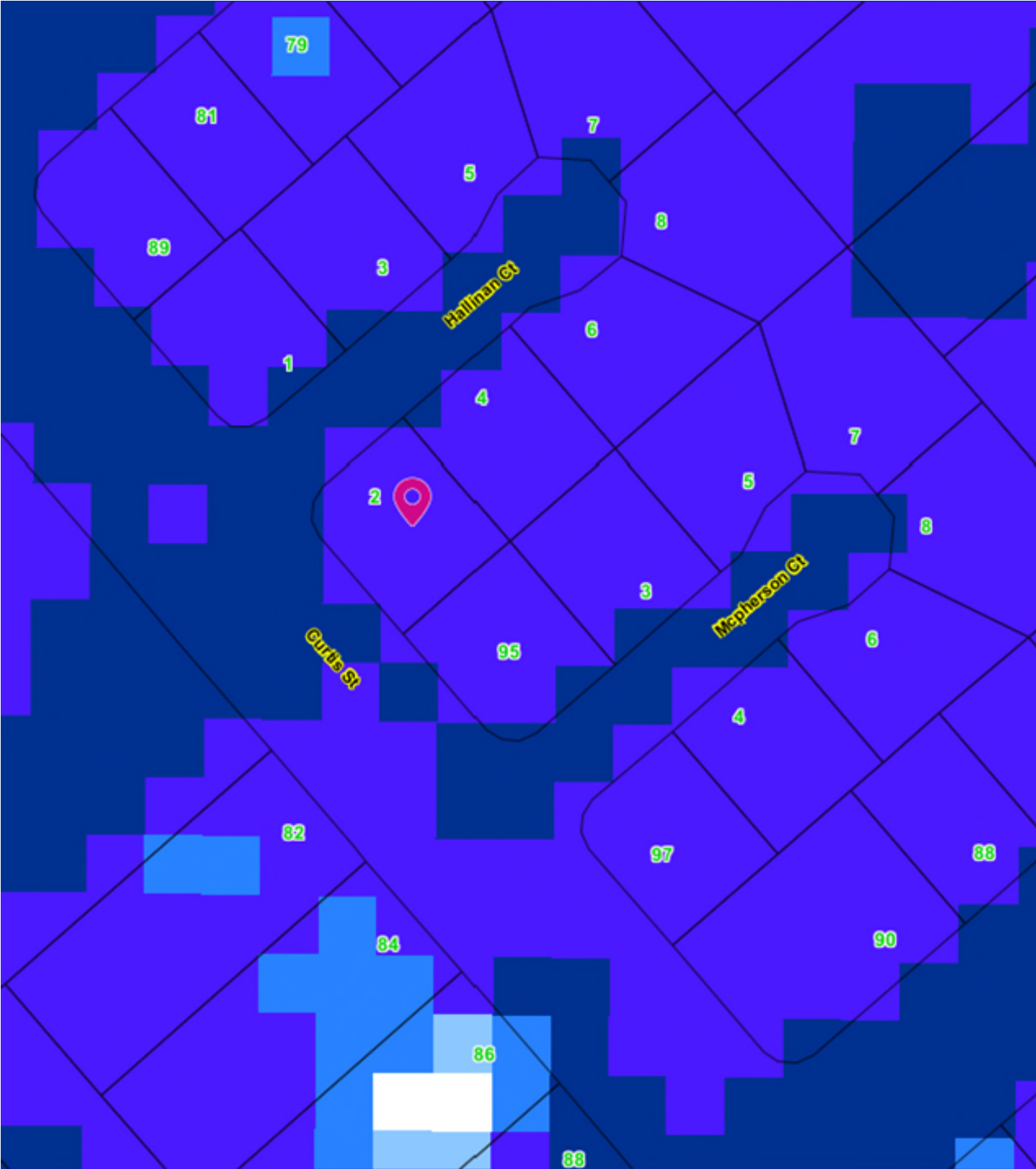
Zoning





Planning Zones

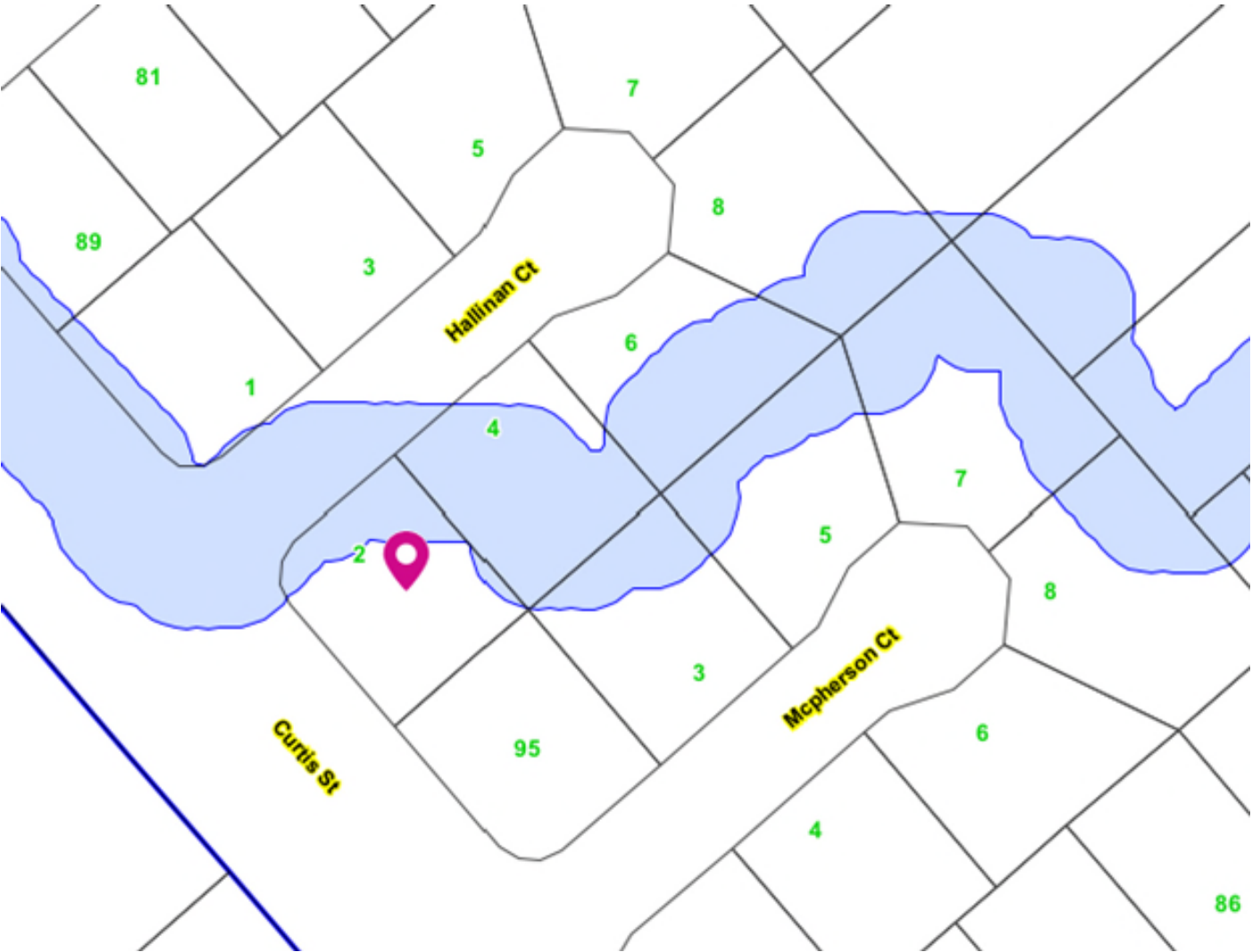
- Community Facilities Zone
- Local Centre Zone
- District Centre Zone
- Major Centre Zone
- Low Density Residential Zone
- Medium Density Residential Zone
- Low Impact Industry Zone
- Medium Impact Industry Zone
- High Impact Industry Zone
- Recreation and Open Space Zone
- Rural Residential Zone / Rural Residential 20000 ...
- Rural Residential Zone / Rural Residential 4000 P...
- Rural Residential Zone / Rural Residential 8000 P...
- Rural Zone
- Rural Zone / Rural 10 Precinct
- Rural Zone / Rural 100 Precinct
- Township Zone
- Township Zone / Mowbullan - Bunya Mountains T...



Flood Hazard

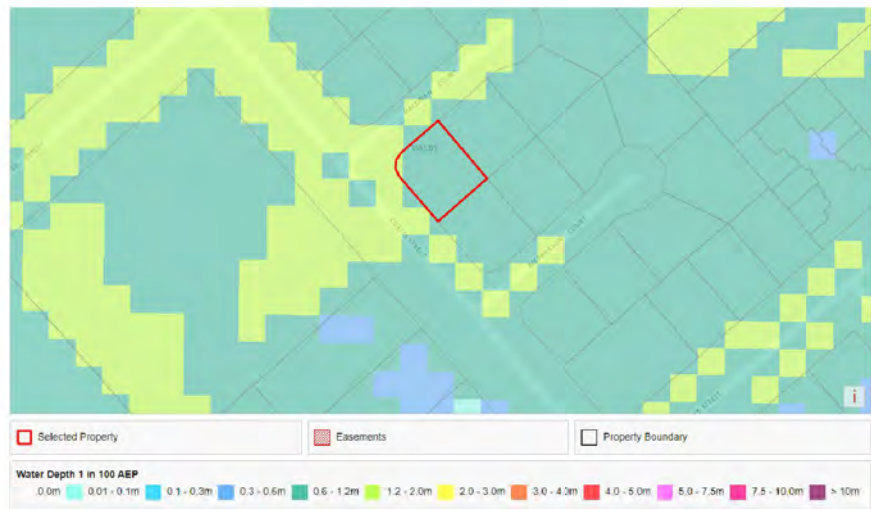
- Low
- Medium
- High
- Extreme

Stormwater Overland Flow



Stormwater Overland Flow

- Minor Flow Path
- Major Flow Path



Flood Information	
Water Depth (m):	1.19
Water RL (m):	341.07
Natural Surface RL Minimum (m):	339.87
Natural Surface Maximum (m):	340.1
Habitable Floor Level (m):	-99999
Highest Hazard Description:	Extreme
Lowest Hazard Description:	Extreme

CONSTRUCTION ISSUE
This stamp must be red ink to be a legitimate construction document

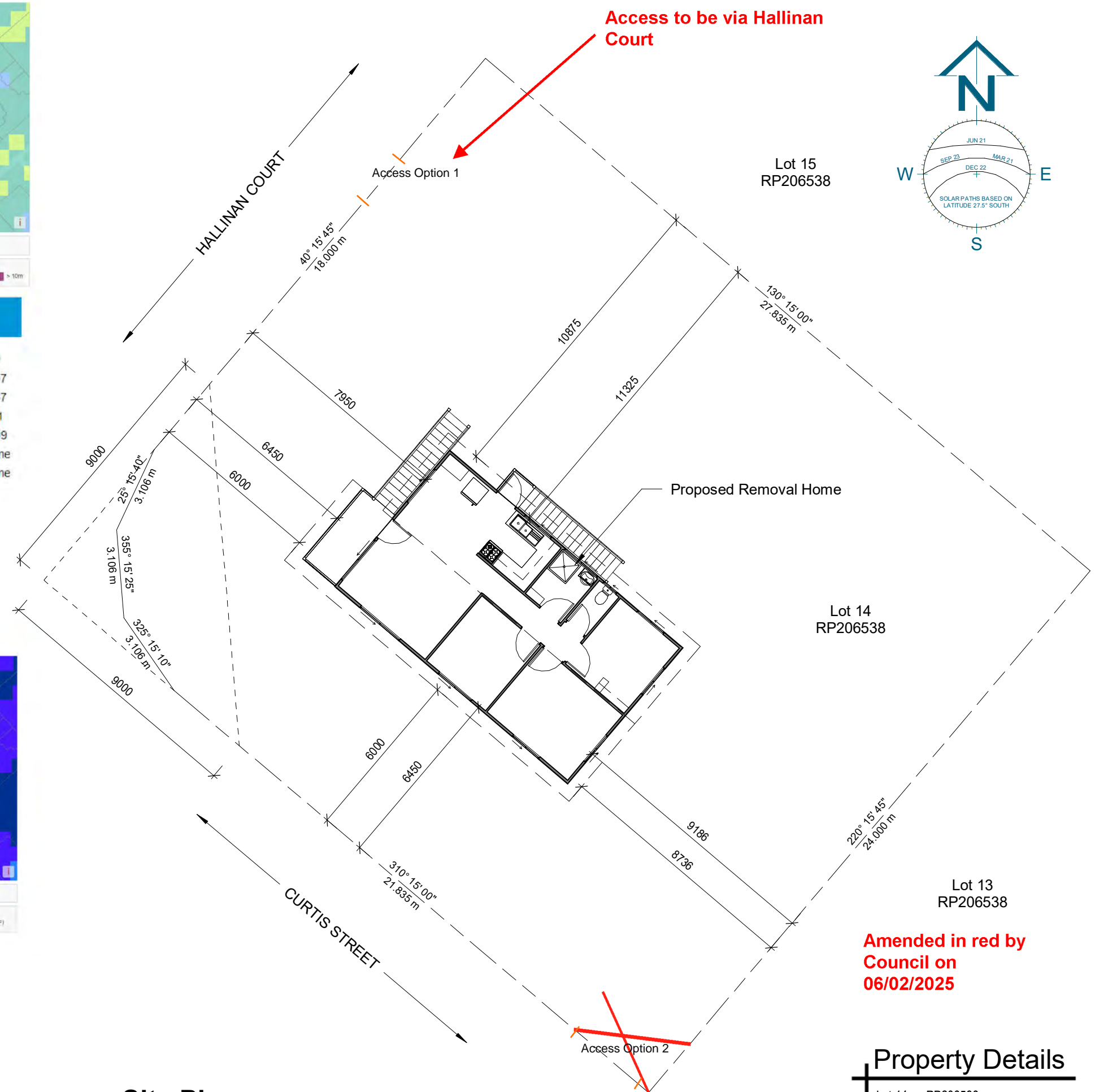


Note

FLOOD STUDIES INDICATE FLOOD WATER LEVELS TO BE AT 341.07m AHD.
FLOOR LEVEL IS TO BE A MINIMUM 300mm ABOVE THIS LEVEL.
FLOOR LEVEL TO BE 341.37m AHD MINIMUM.
UNDERSIDE OF BEARER TO BE 2.7m ABOVE GROUND LEVEL.

Site Plan

Scale 1 : 150



Amended in red by Council on 06/02/2025

Property Details

Lot 14 on RP206538
Western Downs Regional Council
Parish of Dalby
County of Aubigny
Site Area = 659m²

Revision		Date	Description	Designer
A	16/06/2024			SPY

blueprint
DRAFTING SERVICES

Blueprint Drafting Services
ABN 92 732 943 577
Licensed Building Designer
QBCC # 1069955

5 Osprey Drive
JACOBS WELL QLD 4208

07 5670 8899

design@blueprintdrafting.net.au
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Builder

T.J. KING
HOUSE RELOCATORS
0488 787 627

Client

ADRIAN STORY

Project

REMOVAL HOME

Site Address

**2 HALLINAN COURT
DALBY QLD 4405**

Sheet Name

SITE PLAN

Scale

As indicated @ A3

Date

21st MAY 2024

Designer

S.P. YOUNG

Project Number

23-3359-SPY

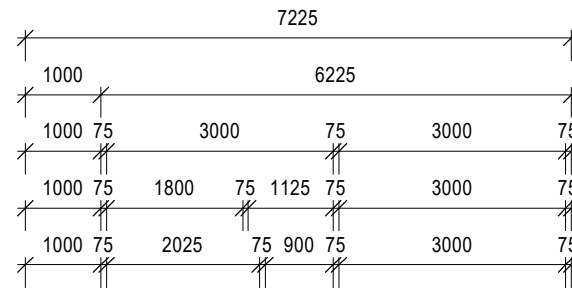
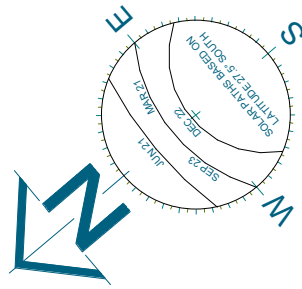
Sheet

1 OF 8

Issue

A

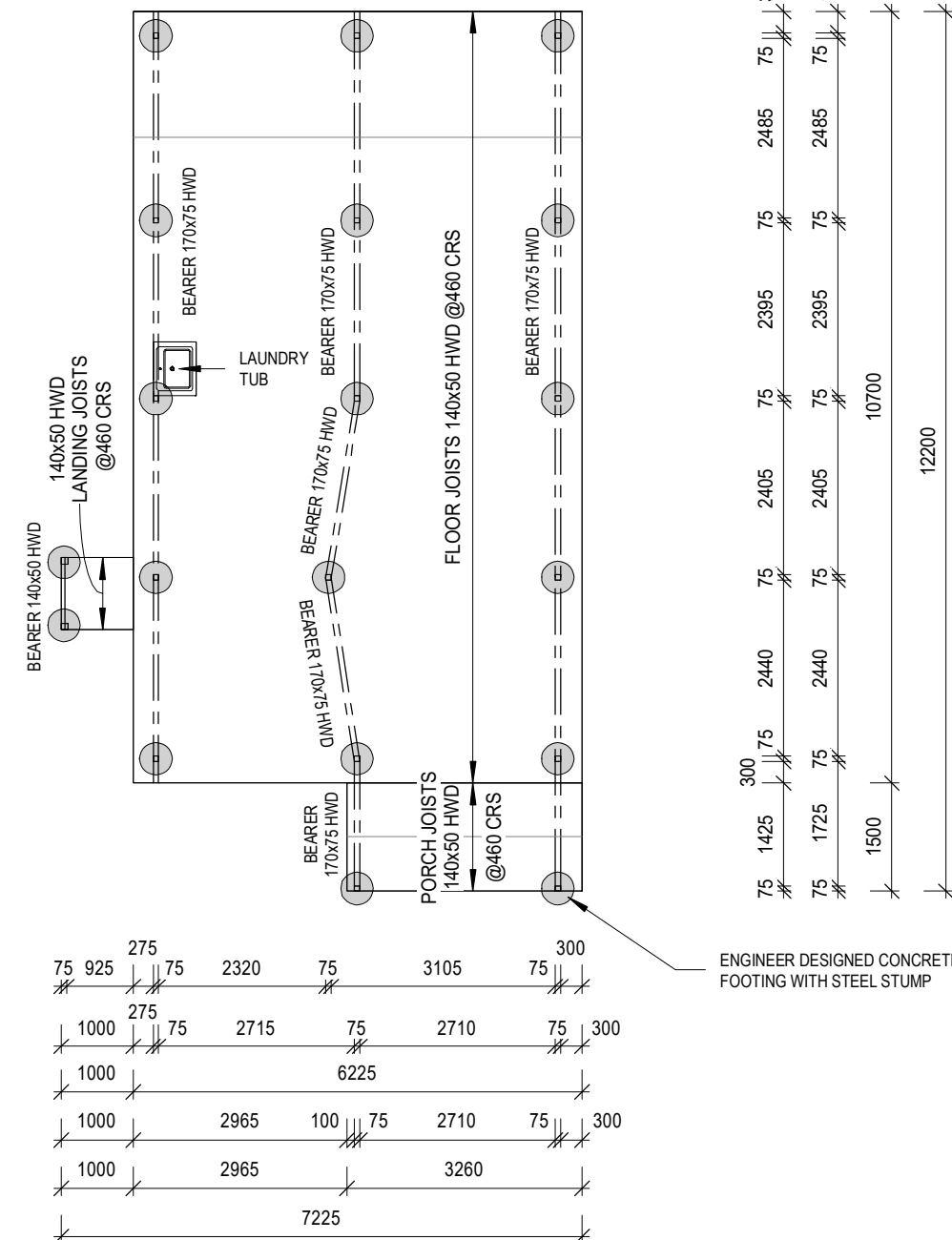
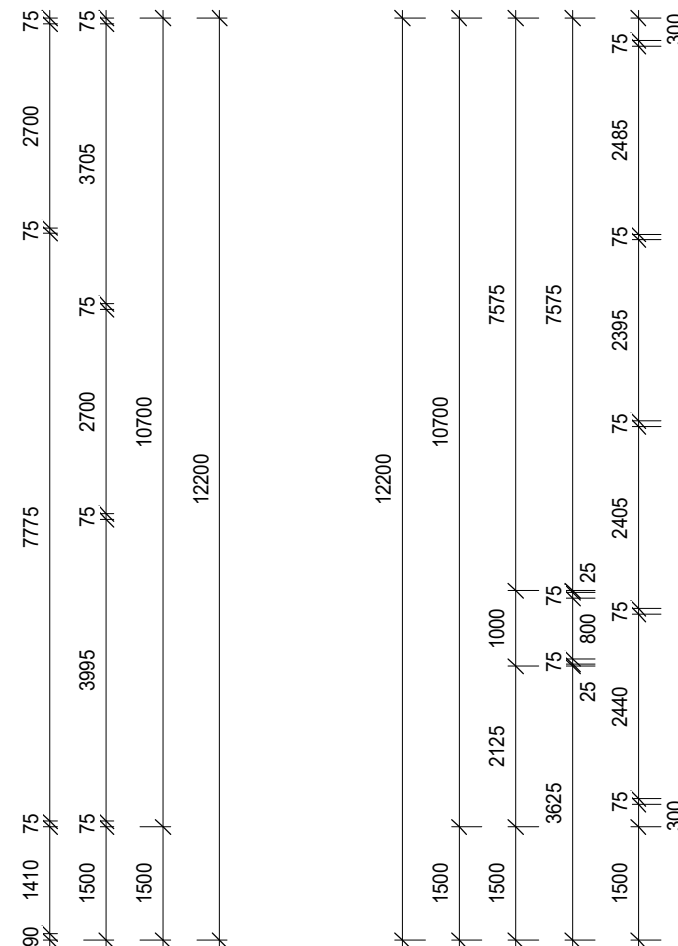
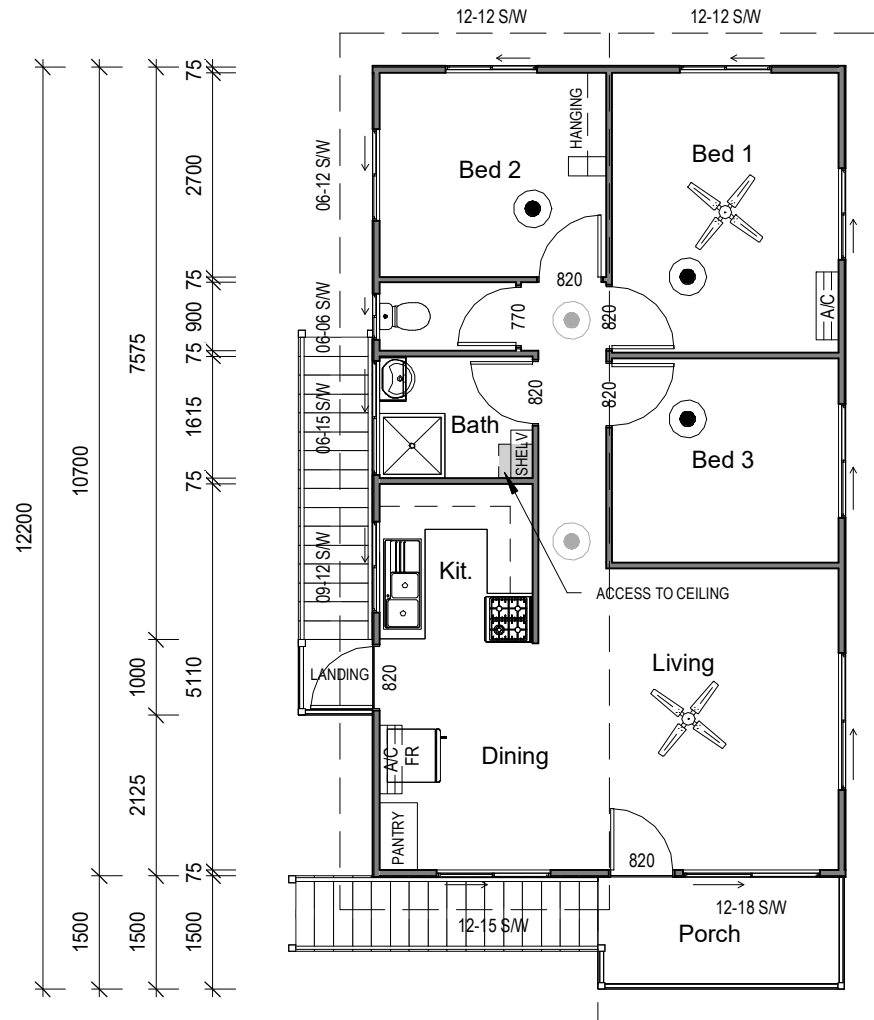
ENSURE EXISTING SMOKE ALARMS IN HALLWAY ARE COMPLIANT WITH CURRENT REGULATIONS. REPLACE IF NECESSARY.



INTERCONNECTED PHOTOELECTRIC SMOKE
ALARM CONNECTED TO MAINS POWER
INSTALLED IN ACCORDANCE WITH BUILDING
FIRE SAFETY REGULATION 2008 PART 5A, PART
9.5 ABCB HOUSING PROVISIONS AND
COMPLYING WITH AS3786

The diagram illustrates the decomposition of a total length of 7225 units. It is divided into three main segments: 1000, 6225, and 300. The 6225 segment is further subdivided into three 2715 segments, each containing a 75-unit sub-segment. The 300 segment is also subdivided into three 75-unit sub-segments. The diagram uses horizontal lines with tick marks and arrows to indicate the lengths and subdivisions.

FLOOD STUDIES INDICATE FLOOD WATER LEVELS TO BE AT 341.07m AHD.
FLOOR LEVEL IS TO BE A MINIMUM 300mm ABOVE THIS LEVEL.
FLOOR LEVEL TO BE 341.37m AHD MINIMUM.
UNDERSIDE OF BEARER TO BE 2.7m ABOVE GROUND LEVEL.



Scale 1 : 100

Living Area	66.6 m ²
Porch Area	4.9 m ²
Landing Area	1.0 m ²
Grand total	72.5 m ²

PROTECTION OF OPENABLE WINDOWS TO BE
IN ACCORDANCE WITH PART 11.3.7
'PROTECTION OF OPENABLE WINDOWS -
BEDROOMS' & PART 11.3.8 'PROTECTION OF
OPENABLE WINDOWS - ROOMS OTHER THAN
BEDROOMS' OF THE ABCB HOUSING
PROVISIONS

Scale 1 : 100

This stamp must be red ink to be a legitimate construction document

Revision	Date	Description	Designer
D	2/10/2024	LAUNCH TUG ADDED	SP1
A	16/05/2024	CONSTRUCTION ISSUE	SP1



Blueprint Drafting Services
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QBCC # 1069955

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07 5670 8899

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www.blueprintdrafting.net.au

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Builder



Client

ADRIAN STORY

Project

REMOVAL HOME

Site Address

2 HALLINAN COURT
DALBY QLD 4405

Sheet Name

FLOOR PLAN & SUB-FLOOR PLAN

Scale

As indicated @ A3

Date _____

21st MAY 2024

Designer

checked

S.P. YOUNG

Approved

Project Number 2

23-3359-SPY

Sheet

Issue

CONSTRUCTION ISSUE
This stamp must be red ink to be a
legitimate construction document

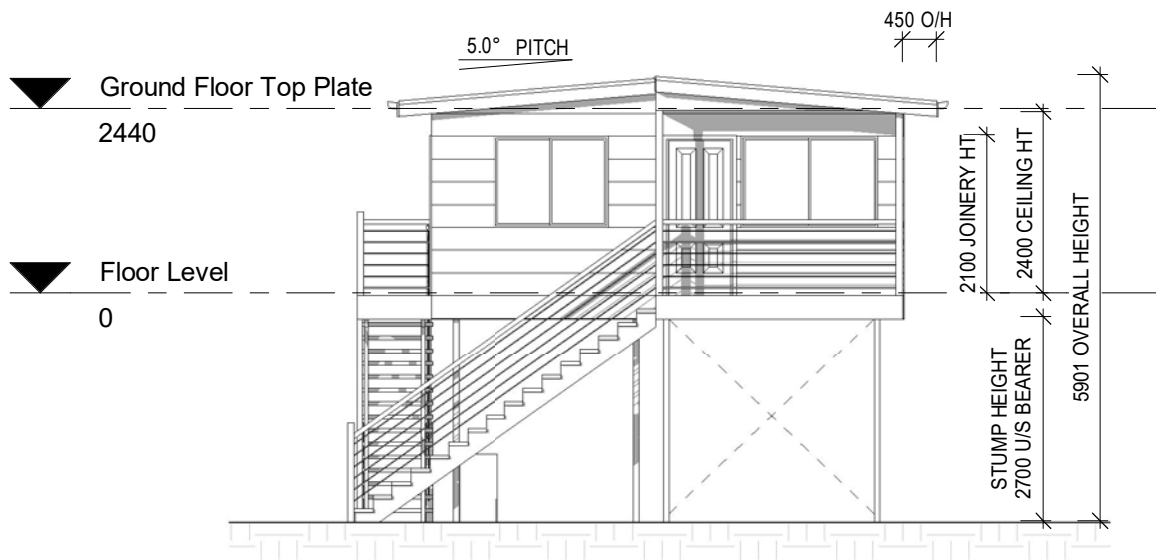
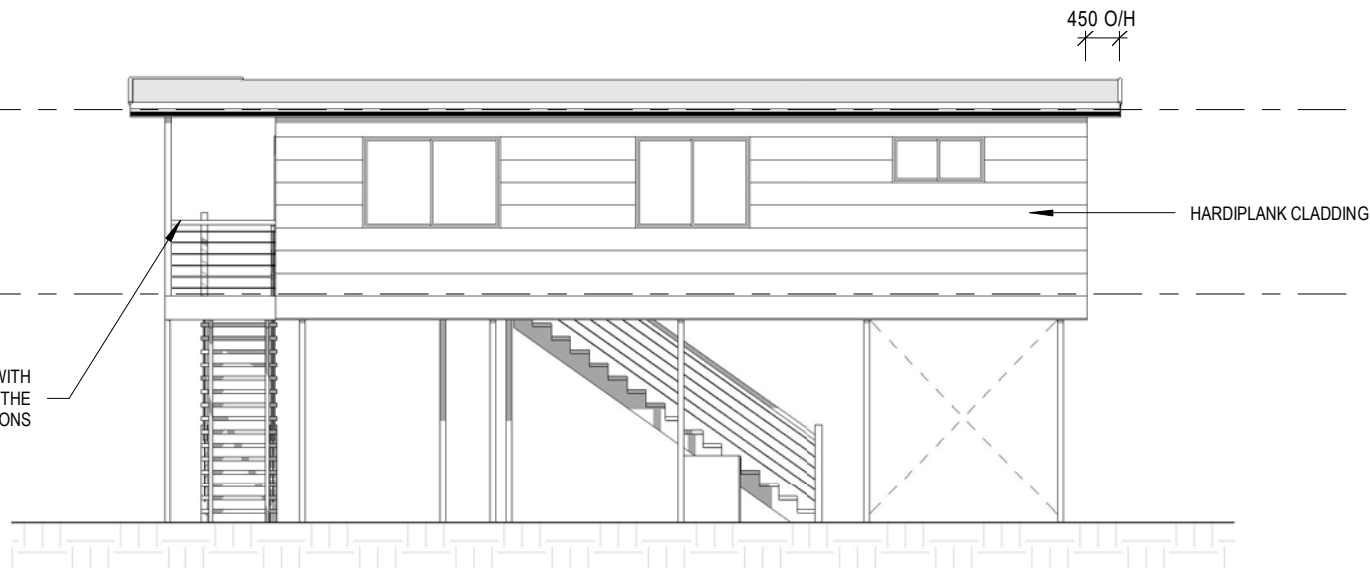
Ground Floor Top Plate
2440

Floor Level
0

HANDRAILS & BALUSTRADE TO BE IN ACCORDANCE WITH
PART 11 'SAFE MOVEMENT AND ACCESS' OF THE
ABCB HOUSING PROVISIONS

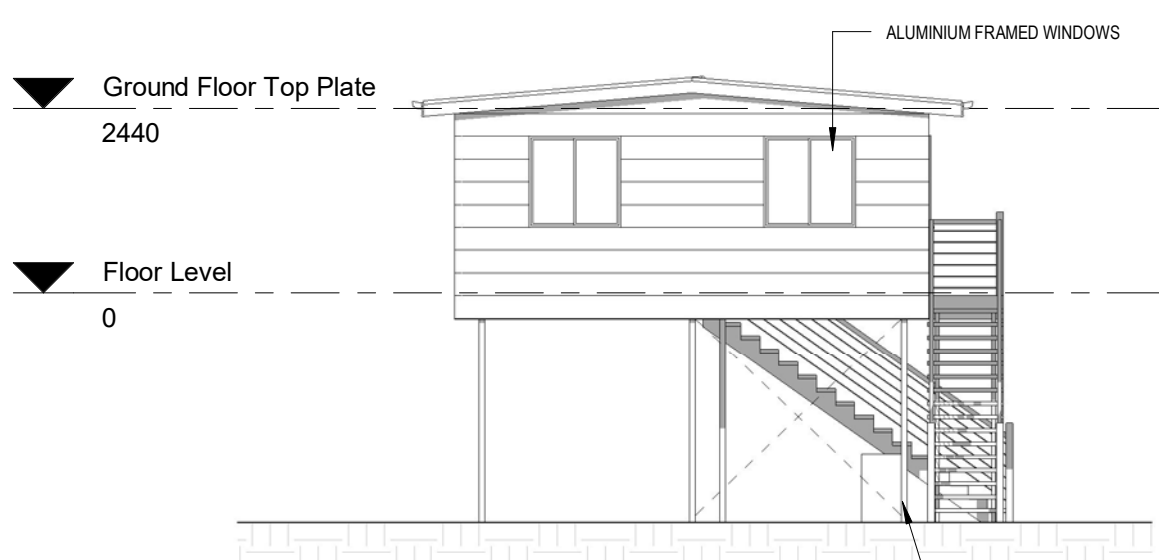
South-Western Elevation

Scale 1 : 100



North-Western Elevation

Scale 1 : 100



South-Eastern Elevation

Scale 1 : 100

ENGINEER DESIGNED STEEL STUMP
IN CONCRETE FOOTING
WITH SUB-FLOOR BRACING

Note

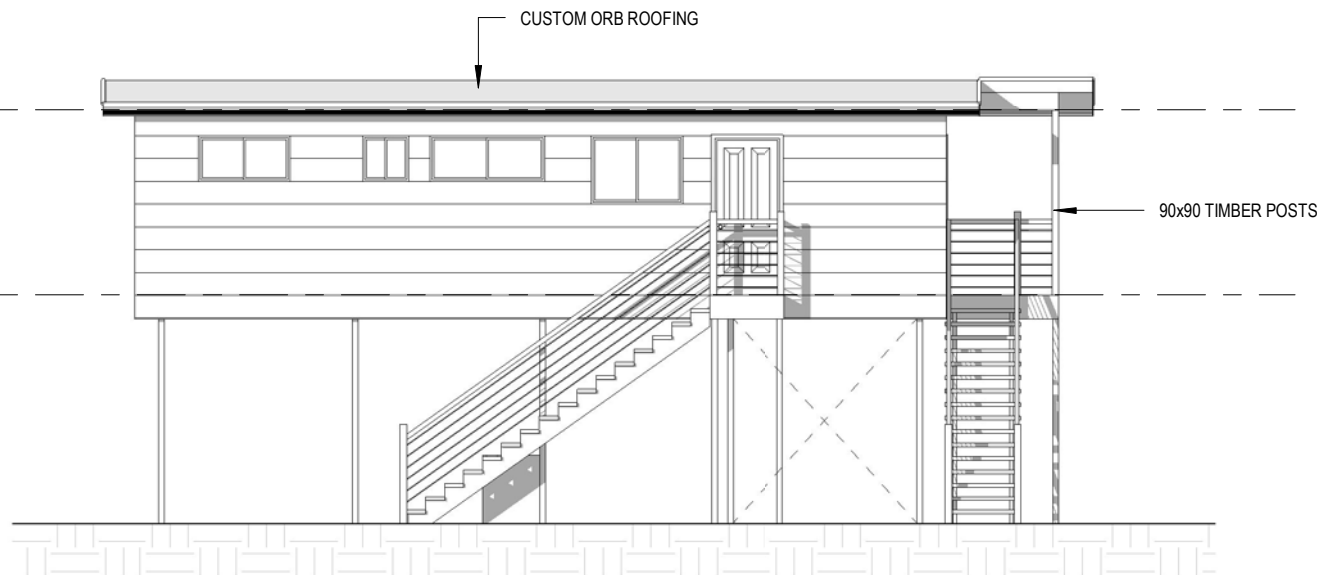
PROTECTION OF OPENABLE WINDOWS TO BE
IN ACCORDANCE WITH PART 11.3.7
'PROTECTION OF OPENABLE WINDOWS -
BEDROOMS' & PART 11.3.8 'PROTECTION OF
OPENABLE WINDOWS - ROOMS OTHER THAN
BEDROOMS' OF THE ABCB HOUSING
PROVISIONS

North-Eastern Elevation

Scale 1 : 100

Ground Floor Top Plate
2440

Floor Level
0



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Builder



Client

ADRIAN STORY

Project

REMOVAL HOME

Site Address

2 HALLINAN COURT
DALBY QLD 4405

Sheet Name

ELEVATIONS

Scale

As indicated @ A3

Date

21st MAY 2024

Designer

S.P. YOUNG

Checked

Approved

Project Number

23-3359-SPY

Sheet

3 OF 8

Issue

B

INFRASTRUCTURE CHARGES NOTICE

APPLICANT:	Keith Story
APPROVED DEVELOPMENT:	Material Change of Use to establish a Dwelling House on land situated at 2 Hallinan Court, Dalby
FILE REFS:	030.2024.705.001, A2631 & LG7.6.1
AMOUNT OF THE CHARGE:	Nil
LAND TO WHICH CHARGE APPLIES:	Lot 14 on RP206538
PAYABLE TO:	Western Downs Regional Council
WHEN PAYABLE:	Prior to commencement of the use

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

The charge has been calculated on the following basis:

USE	Charge	Reference	No. of Units	Amount
Dwelling House	\$25,200.00 per 3 or more bedroom Dwelling (water, sewer, stormwater, transport, parks networks)	Table 3.3.3, Col 2, Charge Area A	1	\$25,200.00
DISCOUNT	Discount Charge	Reference	No. of Units	Discount Amount
Discount for existing residential lot	\$25,200.00 per lot (stormwater, transport, parks networks)	3.4 (1)(c), Charge Area A	1	\$25,200.00
			TOTAL CHARGE	Nil

INFORMATION NOTICE

[Section 119 of the *Planning Act 2016*]

DECISION AND REASONS

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

APPEALING DECISION

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

Title (050.2024.299.001) Community and Liveability Report Development Application Other Change to Existing Material Change of Use Approval for Public Utility (Waste Landfill Site - up to 300,000m³ per annum) and (Salt Storage - up to 630,000m³ per annum) and ER

Date 3 February 2025

Responsible Manager T. Summerville, PLANNING AND ENVIORNMENT MANAGER

Summary

The purpose of this Report is for Council to decide an Other Change Application for an existing Development Approval for a Material Change of Use Approval for a Public Utility (Waste Landfill Site - up to 300,000m³ per annum) and a Public Utility (Salt Storage - up to 630,000m³ per annum) and Environmentally Relevant Activities 53 and 55 on land described as Lot 83 on LY566 & Easement B on AP7131 and Lot 170 on LY481, located at 27150 Warrego Highway, Baking Board.

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 Other Change Application seeking to change the existing approval for a Material Change of Use to establish a Public Utility (Waste Landfill Site - up to 300,000m³ per annum) and a Public Utility (Salt Storage - up to 630,000m³ per annum) and Environmentally Relevant Activities 53 and 55 on land described as Lot 83 on LY566 & Easement B on AP7131 and Lot 170 on LY481, located at 27150 Warrego Highway, Baking Board, be approved, subject to the following amendments to the conditions of approval:

- (a) Condition 1 is amended as follows:

1.0 APPROVED PLANS AND DOCUMENT

- 1.1 The development must be carried out generally in accordance with the Approved Plans and Document listed below, subject to and modified by the requirements listed below, and by other conditions of this approval:

Drawing No: 1605-01-01, Rev A

Description: Landfill Layout, prepared by Iolar Consultancy Services, dated 17/05/16

Drawing No: 1605-01-02, Rev A

Description: Clean Salt Disposal Area Details, prepared by Iolar Consultancy Services, dated 17/05/16

Drawing No: 1605-01-03, Rev A
Description: Waste Salt Disposal Area Details, prepared by Iolar Consultancy Services, dated 17/05/16

Drawing No: 1605-01-04, Rev A
Description: Solid Waste Landfill Area Details, prepared by Iolar Consultancy Services, dated 17/05/16

Document: We Kando Pty Ltd Engine Road Waste Management Facility - Environmental Management Plan - Solid Waste Landfill and Salt Landfill Operations, Document Number 1512-03-R1601--03, Revision B, prepared by Iolar Consultancy Services, dated 18/5/16

Amendment: Environmental Management Plan to be amended in accordance with Condition 19.0

Drawing No: -
Description: Updated We Kando Chinchilla Site Plan, prepared by Craven Town Planning, dated August 2024 as amended in red by Council on 3 February 2025

Drawing No: DWG 01, Rev A, Project No. WKD-2306-02
Description: Engine Road Compost Facility, prepared by GreenTec Consulting, dated 28/07/23

(b) Condition 2 is amended as follows:

2.0 APPROVED DEVELOPMENT

2.1 The approved development is for a Material Change of Use to establish a Public Utility (Waste Landfill Site up to 300,000m³ per annum) and a Public Utility (Salt Storage up to 630,000ms per annum) **and Environmentally Relevant Activities 53(a) (Compost) and 55(2)(c) (Bioremediation)** on land described as Lot 83 on LY566, Lot 170 on LY481 and Easement B on AP7131 and situated at 27150 Warrego Highway, Baking Board.

2.2 Material input into the Public Utility uses must not exceed:

- 2.2.1 Waste Landfill: 300,000m³ per annum
- 2.2.2 Product Salt Storage: 600,000m³ per annum
- 2.2.3 Waste Salt Landfill: 30,000m³ per annum

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

2.3 The Operator must provide Council's Planning and Environment Manager or authorised delegate, with regular Quarterly Reports detailing the quantity of material landfilled at the site in the preceding 3 months.

(c) All other conditions remain unchanged.

(d) Include the below amendment to advisory notes

Note 8 - Warrego Highway Access

The access from the Warrego Highway is not permitted and must be permanently closed in accordance with Changed SARA referral agency response of 27 November 2024. The only access permitted is via the Engine Road access.

Background Information

The relevant background information to this application is as follows:

Application No: 050.2024.299.001	Assessment No: 8068	Subject File Refs: AD6.6.2 & LG7.6.1
Previous Approval: 050.2020.489.001		
Original Approval: 030.2015.374.001		
Assessing Officer:	Kym Bannerman PLANNING OFFICER DEVELOPMENT ASSESSMENT	
PART 1: APPLICATION		
Applicant:	The Page Superannuation Fund C/- Craven Town Planning Pty Ltd	
Owner:	Stellycat Pty Ltd atf The Page Family Super Fund	
Site Address:	27150 Warrego Highway and Warrego Highway, Baking Board	
Site Area:	Lot 83: 105.724ha Lot 170: 150.718ha	
Real Property Description:	Lot 83 on LY566 & Easement B on AP7131 and Lot 170 on LY481	
Proposed Development:	Other Change to an existing Approval for a Material Change of Use to establish a Public Utility (Waste Landfill Site - up to 300,000m³ per annum) and a Public Utility (Salt Storage - up to 630,000m³ per annum) and Environmentally Relevant Activities 53 (Compost) and 55 (Bioremediation)	
Level of Assessment:	Impact	
Type of Application:	Other Change	
Relevant Planning Scheme:	Western Downs Planning Scheme 2017 incorporating Amendment 1	
Zone:	Rural	
Precinct:	N/A	
Overlays:	<div><div><div>▪ Biodiversity</div><div>▪ Bushfire Risk</div><div>▪ Cultural Heritage</div><div>▪ Exploration Permit Coal</div><div>▪ Extractive Industry</div><div>▪ Infrastructure</div><div>▪ Regional Infrastructure Corridor - Stock Route</div><div>▪ Wetlands</div></div><div><div>- MSES Regulated Vegetation</div><div>- Medium Hazard</div><div>- Local Heritage Point, Local Heritage Place</div><div>- EPC 873</div><div>- Authority to Prospect ATP 747</div><div>- High Voltage Electricity</div><div>- Stock Route (50m Buffer)</div><div>- Wetlands (Lacustrine)</div></div></div>	
Pre-lodgement Meeting:	Yes Meetings at enquiry stage	Date: 01/08/2023, 05/12/2023 and 18/12/2023
Application Lodgement Date:	19/05/2024	
Properly Made Application:	Yes	Date: 13/06/2024
Action Notice Issued:	Yes	Date: 04/06/2024
Required Action Taken:	Yes	Date: 13/06/2024
Confirmation Notice Issued:	Yes	Date: 21/06/2024
PART 3: INFORMATION REQUEST		
Information Request Issued:	Yes	Date: 03/07/2024
Applicant's Response Received:	Yes	Date: 14/08/2024
PART 4: REFERRAL		

State Assessment and Referral Agency (SARA) as a Concurrence Agency (Department of Environment, Tourism, Science and Innovation and Department of Transport and Main Roads as Technical Agencies)	<ul style="list-style-type: none"> On 24/06/2024, the applicant advised that the application had been sent to SARA as a Referral Agency. On 06/10/2024, the applicant provided a Missed Referral Notice. The application material had been provided to SARA as a Referral Agency, but the associated application fee had not been paid. On 14/10/2024, SARA issued a Confirmation Notice advising that the application had been properly referred. On 28/10/2024, SARA issued an Information Request to the applicant. On 27/11/2024, SARA provided a Referral Agency response subject to conditions.
Powerlink	<ul style="list-style-type: none"> On 11/07/2024, Powerlink provided an Affected Entity response, advising of no objection to the proposed Change, subject to adherence to previous responses in relation to this development.
PART 5: PUBLIC NOTIFICATION	
Date Commenced:	Yes Date: 22/08/2024
Notice of Compliance Received:	Yes Date: 22/09/2024
Submissions Received:	Nil
PART 6: DECISION PERIOD	
Date Commenced:	28/11/2024
Decision Due:	20/02/2025 (extended by agreement)

Report

1. Site

The subject site comprises 2 allotments described as Lot 83 on LY566 including Easement B on AP7131 and Lot 170 on LY481, and is located at 27150 Warrego Highway and Warrego Highway, Baking Board. The subject site is in the Rural Zone, gains access from Engine Road and has a total area of 256.442ha. The Biodiversity, Bushfire Risk, Cultural Heritage, Extractive Industry, Infrastructure, Regional Infrastructure Corridor - Stock Route, and Wetlands Overlays impact the land. The site is developed and contains the We Kando Waste Facility and an existing Extractive Industry use.

2. History of Development Approvals

The subject site benefits from a number of existing approvals. The current Other Change Application relates to Material Change of Use Approval 030.2015.374.001 to establish a Public Utility (Waste Landfill Site - up to 300,000m³ per annum) and a Public Utility (Salt Storage - up to 630,000m³ per annum) which was approved, subject to conditions via a Planning and Environment Court Order dated 9 February 2017.

Extension Application 050.2020.489.001 to extend the Currency Period of existing Approval 030.2015.374.001 was approved by Council on 15 October 2020 extending the Currency Period for 4 years, until 9 February 2025.

3. Current Change

The applicant has submitted an Other Change Application seeking to change the existing approval to facilitate an expansion of existing operations on the site to include composting and bioremediation activities (Environmentally Relevant Activities (ERA) 53 and 55) and acceptance of a range of additional waste products.

The approved Public Utility (Waste Landfill Site) permits a waste disposal facility. The existing approval does not by inference, include any or all forms of commercial waste management. The composting and bioremediation processes are distinctly different ways of processing waste products.

The Change will allow for the waste facility to be able to accept a wider range of waste products and treatment of some waste products by composting and/or bioremediation. The change to the site operations will require additional area outside the approved footprint for additional ponds etc, approximately 2ha in area.

The proposed change ultimately seeks to augment the approvals to the extent required to ensure they anticipate the entire scope of the activities carried out in the waste disposal and treatment facility.

The proposed change will also create consistency between the development approval and current ERA Categories. Council Officers have had multiple discussions with a Department of Environment, Tourism, Science and Innovation (DETSI) Senior Environmental Officer regarding the proposed change and application and ERA requirements.

The proposed change seeks to allow for all of the activities anticipated by ERAs 53 (Organic Material Processing by Composting) and 55 (Other Waste Reprocessing or Treatment) including the following:

- Acceptance, storage and for some products, treatment of a wide range of liquid and solid waste, as contemplated by ERA 55 and including, but not limited to:
 - acceptance and grinding of waste tyres;
 - brine waste, including saline effluent and drilling muds; and
 - soils and solids in the form of slurries and sludges and their treatment by sediment or dewatering by evaporation, and stabilisation by land farming.
- A 2-part composting system totalling about 19,000m², each comprising lined window composting pads and leachate collection sumps and loading facilities;
- Typically, a front-end loader transfers compostable materials from the waste stockpiles to the proposed lined pads, where stockpiles are arranged in windrows up to 4 metres high. Materials are solid such as greenwaste, organic matters, liquids, K130 water, J120 waters etc in accordance with ERA 53 organic processing;
- To maintain aerobic conditions, a front-end loader (or specialised turning machinery) regularly turns the materials to improve aeration and mixing of compost materials and so avoid odour and insect nuisances. Frequency is determined by temperature monitoring.
- Storage pads for fully composted material, from where it is available for sale, either in bulk or bags.

The Proposal Plan updates the originally Approved Plan to illustrate the composting pads. The proposal adds approximately 19,000m² of composting pads and associated depositing area to the 256ha site, the current approval of which, covers approximately 75ha. No buildings or other above ground structures are proposed as part of the current Other Change. Access, parking and manoeuvring remain as approved. The existing access to Engine Road will be maintained.

The applicant has not requested amendment to any specific conditions of the existing approval. In this instance, it is considered that amendment to the conditions is required only to reflect the updated Proposal Plan and to include reference to the associated ERAs. The proposed changes to the conditions are summarised below.

Condition 1 - Approved Plans and Document

Condition 1 includes a list of the Approved Plans and Document. It is recommended that the condition be amended to include reference to the updated Site Plan.

Condition 2 - Approved Development

Condition 2 includes a number of conditions, with Sub-condition 2.1 specifically containing details of the development which is approved to occur on the site. It is recommended that Sub-condition 2.1 be amended to include reference to the Environmentally Relevant Activities which are included as part of the current Other Change application, being ERAs 53 and 55. Discussions were had with a DETSI Senior Environmental Officer regarding the wording to be included in the condition regarding the ERAs.

Separate from the Material Change of Use approval process, the applicant is required to obtain Environmental Authorities to undertake the ERA activities.

It is possible that changes could be made to the operation of the waste facility which would require changes to the EAs that would not require amendment to the existing Material Change of Use approval. As such, the reference to the ERA has been kept brief in the condition, but for clarity and as discussed with DETSI, has included some details as to what activities are permitted associated with the ERA, being compost and bioremediation.

The Other Change application has been considered by Council's Consultant Development Engineer who has advised that there are no concerns with the proposed changes and that no amendments or additional Engineering conditions are required.

4. **Assessment**

If the original application was lodged under the current Western Downs Planning Scheme 2017 incorporating Amendment 1, including the Other Change component, it would be defined as a Material Change of Use to establish a High Impact Industry.

The original application was assessed against the Planning Scheme for Chinchilla Shire 2006. Any conflict with the Scheme as a result of the original application is considered to have been resolved as part of the original Development Approval.

The site has been approved for and operating with industrial activities for a number of years. A High Impact Industry is identified as a consistent use in the Rural Zone. The following assessment considers the changed development against the relevant Outcomes of the Western Downs Planning Scheme 2017 incorporating Amendment 1.

ASSESSMENT MATTERS
<p>The proposed development was assessed against the following Assessment Benchmarks of the Western Downs Planning Scheme 2017 incorporating Amendment 1:</p>
<ul style="list-style-type: none"> • Strategic Plan • Rural Zone Code • Biodiversity Areas Overlay Code • Bushfire Risk Overlay Code • Heritage Overlay Code • Infrastructure Overlay Code • Regional Infrastructure Corridor - Stock Route Overlay Code • Wetlands Overlay Code • Transport, Access and Parking Code • Infrastructure Services Code
Western Downs Planning Scheme 2017 incorporating Amendment 1
<p>The development was assessed against all of the Assessment Benchmarks of the Planning Scheme listed above and complies with all of these.</p>

4.1 **Assessment against the Western Downs Planning Scheme 2017 incorporating Amendment 1 (the Planning Scheme)**

4.1.1 Strategic Plan

The Strategic Plan sets the policy direction for the Planning Scheme and forms the basis for ensuring appropriate development occurs in the Planning Scheme area for the life of the Planning Scheme.

The following Outcomes are considered relevant to the assessment of the Change application.

Land Use Strategy 3.3.9.2(8) which states:

"Industrial uses will not be supported where to be established on Rural land that is considered to be non-productive agricultural land or of an allotment size that is economically unviable for agricultural production. Should development be proposed on allotments as described above, overriding community need will need to be provided to justify and demonstrate that there is no suitably Zoned land available for the use to operate."

Officer's Comments

The proposed development is for an industrial land use in the Rural Zone. However, it is noted that the proposal is for the intensification of an existing, non-rural land use and consolidates the development within an identified property.

A High Impact Industry use is identified as a consistent use in the Rural Zone. The development proposes an expansion of the footprint of an existing business. The site has existing approvals that date back to 2017, allowing for an industrial use at the site. The existing use at the site, which was lawfully established, is as a Waste Landfill Site. The development will facilitate an expansion of existing operations on the site to include composting and bioremediation activities and acceptance of a range of additional waste products. The proposed change will utilise existing on-site infrastructure and maintain the existing access to the road network.

The site is separated from residential land uses with frontage to the State controlled road network. The site is in proximity to other non-rural uses including a Solar Farm, Transport Depot and Storage Facility. It is considered that justification for the non-rural use was established as part of the original Development Approval.

The applicant is required to have an Environmental Authority (EA) from the Department of Environment, Tourism, Science and Innovation in accordance with the *Environmental Protection Act 1994* for the activities associated with Organic Material Processing and Other Waste Processing or Treatment Environmentally Relevant Activities. The EA will include conditions to ensure that the use is operated in a way to protect environmental values.

"Strategic Outcome 3.3.9 - Industrial Land Use and Development

- (2) *The location of industrial activities avoids or is appropriately separated from sensitive land uses to protect waterway health and the health, wellbeing, amenity and safety of the community from the impacts of air, noise and odour emissions and hazardous materials."*

Officer's Comments

The development seeks to provide extensions to an existing, lawfully established industrial use. The proposed development will be generally consistent with the existing use on-site. The development is separated from sensitive land uses and is suitably located in close proximity to other non-rural uses.

As part of the assessment of the original application, suitable conditions were applied to mitigate any potential nuisance. The conditions applied to protect the rural amenity of the area, included measures for the mitigation of noise, odour, operating hours and site management. All of these conditions remain applicable to the development on the site. Further, the applicant is required to obtain an Environmental Authority for the activities associated with ERAs 53 (Organic Material Processing by Composting) and 55 (Other Waste Reprocessing or Treatment) ERAs.

4.1.2 Rural Zone Code

A High Impact Industry use is identified as Consistent development within the Rural Zone. The proposed development complies with the relevant Acceptable Outcomes specified within the Code, noting that no additional buildings or structures are proposed.

The proposed development is for an expansion of an existing, lawfully established non-rural use. Sufficient Planning justification was established as part of the original development approval to locate the industrial use at the site.

As part of the assessment of the original application, suitable conditions were applied to mitigate any potential nuisance. The conditions applied to protect the rural amenity of the area, included measures for the mitigation of noise, odour, operating hours and site management. All of these conditions remain applicable to the development on the site.

The applicant has provided an Odour Impact Assessment focusing on composting operations but giving consideration to all odour emission sources at the facility, which was prepared by Katestone Environmental. The assessment concludes that the modelling has predicted compliance with the odour guideline for all sensitive receptors surrounding the facility. Further, the Report identifies that odour concentrations as a result of emissions from organic composting in its current form, contributes a negligible amount to odour concentrations at the nearest sensitive receptors.

The applicant also provided an Environmental Management Plan and Environmental Monitoring Program prepared by Dynamic Environmental Services for We Kando in accordance with EA requirements. It is noted that the applicant holds a current EA for ERA 53 activities, however, will be required to obtain an EA from DETSI in accordance with the *Environmental Protection Act 1994* for ERA 55 activities. Potential impacts including noise, odour and water quality management are all assessed as part of the process of obtaining an EA. The EA will include conditions to ensure that the use is operated in a way to protect environmental values. Note - it has not been recommended that these documents become Approved Documents, as they have been prepared to comply with specific conditions of an EA which is subject to a separate approval process and administered by the Department of Environment, Tourism, Science and Innovation.

The subject site is not identified as being Good Quality Agricultural Land (GQAL) and the site has not historically been used for agricultural purposes. The proposed development is not considered likely to prejudice the productive capacity of existing rural land in the locality.

Subject to conditions, the proposed development is considered to comply with the Rural Zone Code.

4.1.3 Overlays

Biodiversity Areas Overlay Code

Areas of the site are mapped as being MSES Regulated Vegetation. The proposed development area does not contain the MSES Regulated Vegetation. No clearing of significant vegetation will occur as a result of the proposed development.

Bushfire Hazard Overlay Code

Intermittent portions of the subject site are identified as being subject to Medium Bushfire Hazard.

While the development areas are clear of existing vegetation, a condition was included in the original approval to ensure a dedicated water supply for fire fighting purposes is provided for the uses. This condition remains applicable to the development.

Heritage Overlay

The Heritage Overlay Map illustrates a Local Heritage Place on one of the subject sites, Lot 170 on LY481. The Local Heritage Place is the Leichhardt 1844 Expedition Camps which are identified over a number of sites. The new composting pad area is located on the other allotment subject to the application, Lot 83 on LY566 and therefore, the development will not impact the cultural heritage significance of the place.

Infrastructure Overlay Code

The Infrastructure Overlay Map illustrates the location of the high voltage powerline and high voltage electricity buffer on the site. The high voltage powerline is covered by an easement, Easement B on AP7131. No buildings or structures will be located within the high voltage powerline easement.

Regional Infrastructure Corridor Overlay Code

The Warrego Highway is identified as a Stock Route and the Stock Route (50m Buffer) is located within the subject site. No buildings are proposed within the 50m buffer area.

The development is accessed via Engine Road and therefore, no stock route grid was required as part of the conditions of the original approval. No change to the approved access is proposed as part of the change.

Wetlands Overlay Code

The Wetlands Overlay Map illustrates a mapped Wetland (Lacustrine) which corresponds with an existing dam on the site. There will be no clearing of native vegetation within a Wetland Buffer and the dam will not be impacted by the development.

4.1.4 Development Codes

Infrastructure Services Code

The proposed development generally complies with the Infrastructure Services Code. The site is not currently connected to reticulated water or sewerage networks.

The original development approval included conditions to ensure an adequate supply of both potable and fire fighting water is available, and an on-site effluent treatment system were provided in accordance with the relevant standards.

Electricity and telecommunication services were also conditioned to be provided as part of the original application. On-site stormwater management was conditioned to be undertaken in accordance with the relevant standards to ensure no contaminated or sediment laden run-off leaves the site.

These existing conditions remain applicable and do not require amendment as a result of the proposed change to the development.

Transport Access and Parking Code

No change to the approved site access from Engine Road is proposed. All existing access conditions remain unchanged.

There is adequate area on the subject site to ensure all parking and manoeuvring are undertaken within the subject site.

The Other Change application has been assessed by Council's Consultant Development Engineer who has advised that the existing access and parking arrangements are considered suitable. The extra traffic as a result of the Change is expected to be negligible to minor, and therefore, no change to any condition is necessary.

5. Other Relevant Matters

5.1 Referral

The Other Change application required referral to the State Assessment and Referral Agency (SARA), as the site is located within 25m of a State controlled road (Warrego Highway) and proposes Concurrence ERAs 53 and 55.

The Concurrence Agency response provided by SARA and Advice Agency response provided by Powerlink are both subject to conditions and are attached to this Report for consideration.

It is noted that the applicant is also required to obtain an EA from the DETSI in accordance with the *Environmental Protection Act 1994* prior to commencing any activities associated with the ERA 53 (Organic Material Processing by Composting) and ERA 55 (Other Waste Reprocessing or Treatment) activities.

5.2 Public Notification

The application is Impact Assessable development under the Planning Scheme and the applicant was required to publicly notify the application as part of the development assessment process in accordance with the *Planning Act 2016* and the Development Assessment Rules.

Public notification for the application was undertaken for a period of 15 business days between 23 August 2024 and 13 September 2024.

To commence public notification for the application, the applicant:

- placed an advertisement within the Western Downs Town and Country on 22 August 2024;
- placed a notice on the premises in the way prescribed under the DA Rules on 22 August 2024; and
- notified the owners of all lots adjoining the property on 22 August 2024.

On 22 September 2024, Council received a Notice of Compliance with Public Notification along with evidence that public notification had been completed in accordance with the DA Rules and the *Planning Act 2016*.

At the conclusion of the Public Notification Period, Council had received no submissions regarding the application.

5.3 Infrastructure Charges

In accordance with Council's Infrastructure Charges Resolution, the unit of measure for infrastructure charges applied to a High Impact Industry use is per square metre of gross floor area (GFA) for the water, sewerage, transport and parks networks, and per square metre of impervious area for the stormwater network.

The proposed change relates to composting pads only in terms of additional area of the site, which will form part of the development footprint. No additional buildings are proposed. Therefore, the Change will not result in an increase to the GFA under Council's Infrastructure Charges Resolution (No. 7.1) 2017 and charges relating to the water, sewerage, transport and parks networks are not applicable. The site is located outside a stormwater network and therefore charges relating to the stormwater network are also not applicable.

As such, no additional infrastructure charges are applicable and an Infrastructure Charges Notice is not required for this application.

Consultation (Internal/External)

Internal

Council's General Counsel provided advice regarding approval requirements prior to the application being submitted and following lodgement of the Other Change application.

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

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

External

SARA was triggered as a Concurrence Agency and Powerlink was triggered as an Advice Agency under Schedule 10 of the *Planning Regulation 2017*. The Referral Agency responses (with conditions) are included as an attachment to this Report.

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

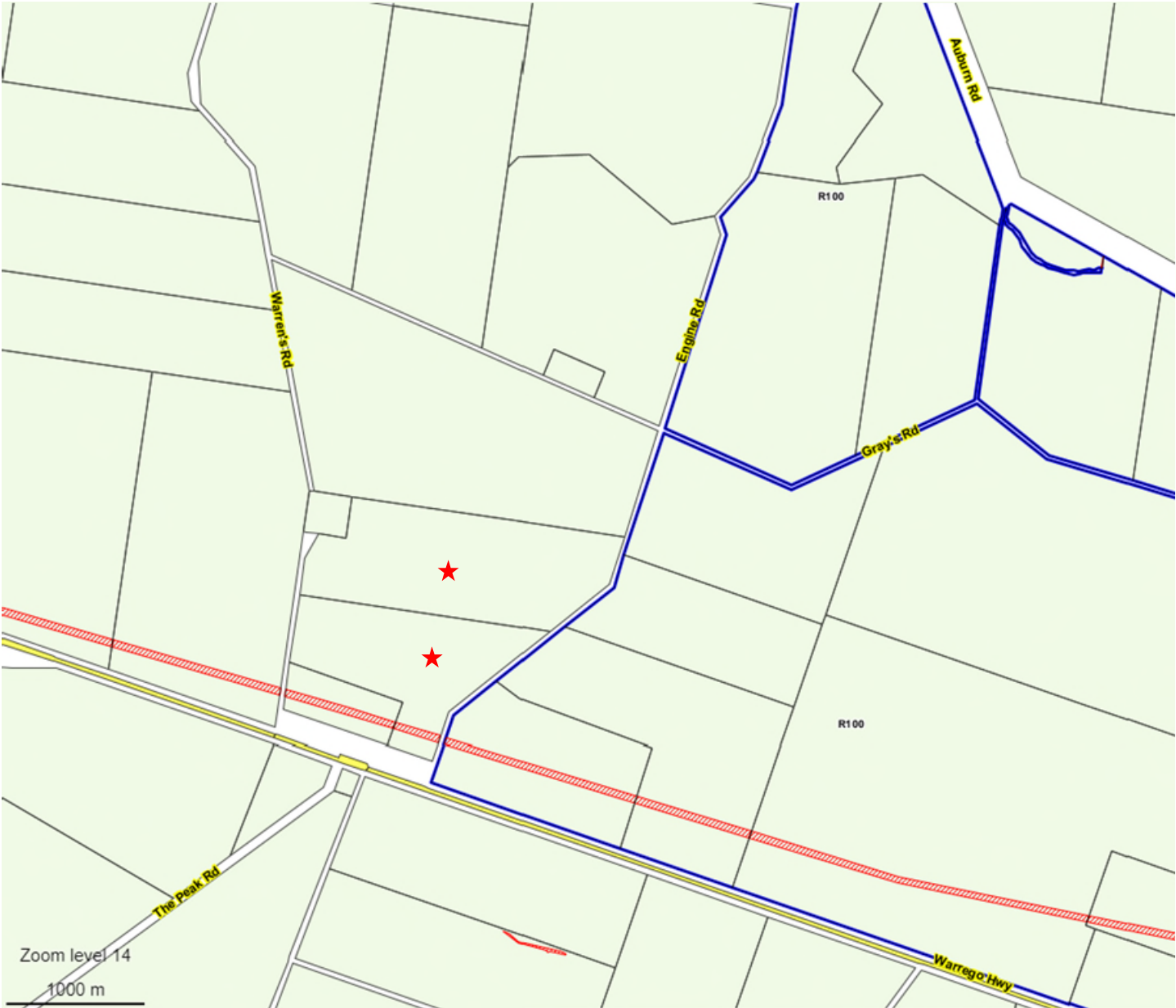
The proposed development has been assessed against the requirements of the Western Downs Planning Scheme 2017 incorporating Amendment 1. A High Impact Industry use is identified as Consistent development within the Rural Zone. The proposed development is for an expansion of an existing, lawfully established non-rural use. It is recommended that the Other Change application be approved, subject to the recommended amendments to the existing conditions of approval.

Attachments

1. Locality Plans
2. Amended Schedule of Conditions
3. Approved and Proposal Plans
4. Referral Agency Responses

Authored by: Kym Bannerman, PLANNING OFFICER DEVELOPMENT ASSESSMENT

Zoning



LEGEND

Rural Zone

Aerial Map



SCHEDULE OF CONDITIONS

1.0 APPROVED PLANS AND DOCUMENT

- 1.1 The development must be carried out generally in accordance with the Approved Plans and Document listed below, subject to and modified by the requirements listed below, and by other conditions of this approval:

Drawing No: 1605-01-01, Rev A

Description: Landfill Layout, prepared by Iolar Consultancy Services, dated 17/05/16

Drawing No: 1605-01-02, Rev A

Description: Clean Salt Disposal Area Details, prepared by Iolar Consultancy Services, dated 17/05/16

Drawing No: 1605-01-03, Rev A

Description: Waste Salt Disposal Area Details, prepared by Iolar Consultancy Services, dated 17/05/16

Drawing No: 1605-01-04, Rev A

Description: Solid Waste Landfill Area Details, prepared by Iolar Consultancy Services, dated 17/05/16

Document: We Kando Pty Ltd Engine Road Waste Management Facility - Environmental Management Plan - Solid Waste Landfill and Salt Landfill Operations, Document Number 1512-03-R1601-03, Revision B, prepared by Iolar Consultancy Services, dated 18/5/16

Amendment: Environmental Management Plan to be amended in accordance with Condition 19.0

Drawing No: -

Description: Updated We Kando Chinchilla Site Plan, prepared by Craven Town Planning, dated August 2024 as amended in red by Council on 3 February 2025

Drawing No: DWG 01, Rev A, Project No. WKD-2306-02

Description: Engine Road Compost Facility, prepared by GreenTec Consulting, dated 28/07/23

2.0 APPROVED DEVELOPMENT

- 2.1 The approved development is for a Material Change of Use to establish a Public Utility (Waste Landfill Site up to 300,000m³ per annum) and a Public Utility (Salt Storage up to 630,000m³ per annum) **and Environmentally Relevant Activities 53(a) (Compost) and 55(2)(c) (Bioremediation)** on land described as Lot 83 on LY566, Lot 170 on LY481 and Easement B on AP7131 and situated at 27150 Warrego Highway, Baking Board.

- 2.2 Material input into the Public Utility uses must not exceed:

2.2.1 Waste Landfill: 300,000m³ per annum

2.2.2 Product Salt Storage: 600,000m³ per annum

2.2.3 Waste Salt Landfill: 30,000m³ per annum

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

- 2.3 The Operator must provide Council's Planning and Environment Manager or authorised delegate, with regular Quarterly Reports detailing the quantity of material landfilled at the site in the preceding 3 months.

3.0 COMPLIANCE, TIMING AND COSTS

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

4.0 APPLICATION DOCUMENTATION

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

5.0 FEES AND CHARGES

- 5.1 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.

6.0 MAINTENANCE

- 6.1 The development (including landscaping, parking, driveways and other external spaces) shall be maintained in accordance with the Approved Plans and Document, subject to and modified by any conditions of this approval.
- 6.2 The subject site must be maintained in a clean and tidy manner at all times to the satisfaction of Council.

Timing: During and following development.

7.0 LIGHTING

- 7.1 Direct lighting or lighting does not exceed 8.0 lux at 1.5 metres beyond the boundary of the site.

8.0 LANDSCAPING — GENERAL

- 8.1 A minimum 20 metre wide landscaped buffer is to be maintained along all external (road frontage) boundaries of the subject site, exclusive of vehicular access ways.

Timing: The landscaping buffer shall be provided prior to commencement of the use.

- 8.2 The buffer should be designed to consider protection of the amenity of the surrounding areas, including, but not limited to visual protection, noise control, and lighting from facilities and vehicles on-site.
- 8.3 The landscaped buffer is to be maintained, protected from animals and is to have a regular mulching schedule.
- 8.4 Landscaping must be completed prior to commencement of the use.

9.0 LANDSCAPING — MISCELLANEOUS

- 9.1 The land owner must ensure compliance with the requirements of the *Land Protection (Pest and Stock Route Management) Act 2002* and any successive legislation.
- 9.2 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.
- 9.3 Landscaped areas must be maintained and the site must remain in a clean and tidy state at all times.

10.0 HOURS OF OPERATION/LOADING AND UNLOADING

- 10.1 Unless otherwise approved in writing by Council, the approved use must only operate between the following hours:
- 10.1.1 Monday to Sunday: 7:00am to 7:00pm for the salt landfills
 - 10.1.2 Monday to Sunday: 6:00am to 6:00pm for the solid waste landfill
 - 10.1.3 The use must not operate on Christmas Day or Good Friday.
- 10.2 For the first year of the concurrent operation of the salt landfills and the solid waste landfill following the date of this Development Permit, the developer is to provide Quarterly Noise Monitoring Compliance Reports demonstrating that the development complies with the Development Permit. If compliance is not demonstrated to the satisfaction of Council, the operating hours will revert to those hours specified within AS 3, AS 4.1 and AS 4.2 of the Rural Zone Code of the Planning Scheme for Chinchilla Shire 2006 until such time as the developer implements further noise mitigation measures and provides a Noise Monitoring Compliance Report to demonstrate to the satisfaction of Council, that compliance with conditions has been obtained.

Timing: Following commencement of the use and maintained for the period of the use on the site.

11.0 NOISE EMISSIONS

- 11.1 Noise emissions from the development shall not cause environmental harm or nuisance to adjoining properties or "Sensitive Land Uses" in accordance with the *Environmental Protection (Noise) Policy 2008*.
- 11.2 In the event that a bona fide complaint of unreasonable noise emissions as a consequence of the operations of the approved use is received by Council, upon request, the Operator of the use is to prepare and provide to Council, an Environmental Noise Level Study and Report that comply with Australian Standard 1055 and the Environmental Protection Agency Noise Measurement Manual and require works and/or management practices to be carried out to ensure noise emissions comply with the requirements of the *Environmental Protection (Noise) Policy 2008*.

12.0 FENCING

- 12.1 Existing fencing must be maintained along the boundary of the subject site and gates maintained at the entrance to Engine Road.

13.0 AIR EMISSIONS

- 13.1 Odour or dust emissions from the development shall not cause environmental harm or nuisance to adjoining properties or "Sensitive Land Uses" in accordance with the *Environmental Protection Act 1994*.
- 13.2 In the event that a valid complaint is received by Council in relation to odour emissions produced from the Noxious Industry use to surrounding uses, an Odour Impact Assessment is to be submitted in accordance with the Odour Impact Assessment from Developments Guideline. The Odour Impact Assessment is to be submitted to Council for review and endorsement, and recommendations adopted where Council's Planning and Environment Manager or authorised delegate deems appropriate for compliance with conditions.
- 13.3 Air emissions from the use must be in compliance with those acceptable limits specified within the *Environmental Protection (Air) Policy 2008*. In the event that a bona fide complaint is received by Council regarding any air quality impacts of the development, the developer is to conduct an Emission Assessment, undertaken at the adjoining properties, and the results provided to Council within 14 days of the Operator being notified of the complaint. Council reserves the right to request an Emissions Impact Assessment be undertaken by the Operator of the subject site at any time.

14.0 THIS CONDITION HAS BEEN INTENTIONALLY DELETED

15.0 ENVIRONMENTAL

- 15.1 Should the Environmental Authority (EA) issued by DEHP no longer attach to the premises, the conditions of the EA will become Council's conditions until such time as a new EA is granted for the use on the premises.
- 15.2 The applicant shall be responsible, at no cost to council, for rehabilitation of the site at the cessation of the use.
- 15.3 The applicant shall be responsible, at no cost to council, for any clean-up resulting from environmental damage.

16.0 USE OF LOTS

- 16.1 The approved use is to be carried out over Lot 83 on LY566, Lot 170 on LY481 and Easement B on AP7131 generally in accordance with the Approved Plans.

17.0 DISPOSAL AREA LINERS

- 17.1 The proposed compacted clay liner must have a minimum thickness of 300mm.
- 17.2 The developer shall provide Council with a Clay Fill Performance Report, including detailed results of testing carried out prior to and during construction, certified by an RPEQ, that demonstrated that the day liner complies with the performance criteria established within the Environmental Authority.
- 17.3 Drainage aggregate is to be used as a drainage medium as part of the protective HDPE lining system.
- 17.4 No shredded tyres are to be used as a drainage medium as part of the protective lining system.

18.0 VERMIN AND BIRD NUISANCE

- 18.0 Control procedures intended to limit the support of pest species at the site, shall be implemented as part of the daily operations of the facility.

Timing: During and following development.

19.0 ENVIRONMENTAL MANAGEMENT PLAN

- 19.1 The applicant is to submit an amended Environmental Management Plan for the development for approval by Council's Planning and Environment Manager or authorised delegate, prior to commencement of the use.
- 19.2 The amended Environmental Management Plan must establish measurable performance criteria for:
 - 19.2.1 salt dispersion off-site;
 - 19.2.2 on-site surrounding vegetation retention and protection (ie from salt induced dieback); and
 - 19.2.3 soil properties, through the establishment of a baseline soil properties and annual monitoring.
- 19.3 The Management Plans shall be implemented, reviewed and updated at a minimum of yearly intervals, and shall be maintained for the period of the use of the development on the 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.

20.0 SITE REHABILITATION

- 20.1 In addition to progressive rehabilitation, the applicant shall prepare a Rehabilitation and Exit Plan for the development for endorsement by Council's Planning and Environment Manager or authorised delegate. The Plan is to include, but not be limited to the following:

- 20.1.1 detail on how the on-site amenities, roads, detention basin and sedimentation ponds will be removed at completion of the use; and
- 20.1.2 detail on how the subject land will be restored to a state acceptable to Council and any applicable external Agencies.

Timing: At or prior to 12 months ahead of cessation of the use.

- 20.2 The applicant shall be responsible, at no cost to Council, for rehabilitation of the site at the cessation of the use.
- 20.3 The applicant shall be responsible, at no cost to Council, for any clean-up resulting from spillage of waste material beyond approved storage and treatment locations.

21.0 STORMWATER AND DRAINAGE

- 21.1 Provide stormwater management generally in accordance with the Approved Stormwater Management Plan prepared by Iolar Consultancy Services, Document No. 1512-03-R1602a.docx, Revision A, dated 18/01/16, subject to detailed design and except as altered by conditions of this development approval.
- 21.2 Stormwater must not be allowed to significantly pond on the property being developed during the development process or after development has been completed, unless the type and size of ponding have been agreed to in writing by Council, or as a specific development approval condition.
- 21.3 Provide to Council's Planning and Environment Manager or authorised delegate, regular copies of quarterly water quality laboratory test results as required under the Approved Stormwater Management Plan prepared by Iolar Consultancy Services, Document No. 1512-03-R1602a.docx, Revision A, dated 18/01/16. Results are to be provided within one (1) month of the testing date.
- 21.4 Any increases in volume, concentration or velocity of stormwater from the property being developed must be channelled to lawful points of discharge or to other storage or dispersal arrangements which must all be agreed to in writing by Council.
- 21.5 There must be no change in direction or increase in the volume, concentration or velocity in any overland flow from the property being developed, to any adjoining property, unless agreed to in writing by Council and the owners of any adjoining properties affected by these changes.
- 21.6 There must be no increases in any silt loads or contaminants in any overland flow leaving the property being developed, during the development process or after development has been completed.
- 21.7 The stormwater disposal system must be designed to include appropriate pollution control devices or methods to ensure no contamination or silting of creeks or other waterways.

22.0 ENGINEERING WORKS

- 22.1 Submit to Council, an Operational Work application for all civil construction works undertaken on-site.
- 22.2 Complete all works approved and works required by conditions of this development approval and/or any related approvals at no cost to Council, prior to commencement of the use unless stated otherwise.
- 22.3 Undertake Engineering designs and construction in accordance with Council's Planning Scheme, Development Manual and Standard Drawings, relevant Australian Standards, Codes of Practice and relevant Design Manuals.

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

- 23.1 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.

- 23.2 Repair all damages 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 damages immediately upon completion of works associated with the development.

24.0 WATER SUPPLY

- 24.1 A potable water supply shall be provided on-site suitable to meet the needs for the use of staff and visitors to the site.

25.0 WATER SUPPLY - FIRE FIGHTING SUPPLY

- 25.1 The development shall be provided with a suitable on-site water supply. This is to be a permanent supply of water for fire fighting purposes, separate from any potable water supply.

Note: If fire fighting water supply is to be provided in a tank, the supply outlet is to be fitted with a 50mm male camlock fitting for fire fighting connection.

26.0 SEWERAGE DISPOSAL

- 26.1 Suitable sewerage facilities shall be provided on-site in accordance with AS1547 (2012) and managed in accordance with the manufacturer's specifications.

27.0 VEHICLE ACCESS - TURNOUT

- 27.1 Maintain the vehicle turnout to Engine Road with a minimum width of 9 metres in accordance with Council's Standard Drawing No. R-007, Revision B.

28.0 PARKING AND ACCESS - GENERAL

- 28.1 Design all access driveways, circulation driveways, parking aisles and car parking spaces in accordance with Australian Standard 2890.1 - Parking Facilities - Off Street Car Parking.
- 28.2 All internal roads, vehicle parking and manoeuvring areas shall be designed and constructed with a fully sealed concrete, asphalt or two-coat bitumen seal.
- 28.3 Provide sufficient car parking spaces for employees', public and service vehicles.
- 28.4 Provide signage that indicates the location of parking areas and the flow of traffic through the site.
- 28.5 Ensure loading and unloading operations are conducted wholly within the site and vehicles enter and exit the site in a forward direction.

29.0 ELECTRICITY AND TELECOMMUNICATIONS

- 29.1 Connect the development to electricity and telecommunication services.

30.0 ENVIRONMENTAL HEALTH

- 30.1 Undertake operations and construction work associated with this development to the requirements of Council, including the following:
- 30.1.1 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;
 - 30.1.2 remove immediately, any material spilled or carried onto existing roads to avoid dust nuisance and to ensure traffic safety; and
 - 30.1.3 do not carry out works outside the hours of operation (unless approved otherwise by Council).

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

30.2 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:

30.2.1 uncontaminated overland stormwater flow; and

30.2.2 uncontaminated stormwater to the stormwater system.

Timing: Prior to commencement of any works on-site, during works on-site and maintained for the period of the use of the development site.

2. The applicant be advised of the attached Referral Agency response from the Department of Infrastructure, Local Government and Planning dated 3 February 2016.

3. The applicant be further advised that:

(a) The Environmental Authority issued by the Department of Environment and Heritage Protection (DEHP) does not attach to the premises. If ownership of the premises is transferred during operation of the use, the use must cease until the new owner of the premises has obtained the relevant Environmental Authority and provided Council with a copy of this Authority.

(b) Prior to works commencing on-site, separate applications for Development Permits for Building Works and Plumbing or Drainage Works will be required to be approved.

(c) The applicant must ensure compliance with environmental conditions whether required to hold an Environmental Authority or not. These include, but are not limited to water quality, air quality, noise levels, waste water, lighting and visual quality as a result of any activity or by-product or storage of materials within the confines of the building(s) and property boundaries. Any amendment, alteration or addition to the Development Approval will require further consideration by Council in assessing any changes to the environmental conditions.

(d) The *Aboriginal Cultural Heritage Act 2003* (ACHA) is administered by the Department of Aboriginal and Torres Strait Islander Partnerships (DATSIP). The ACHA establishes a duty of care to take all reasonable and practicable measures to ensure any activity does not harm Aboriginal cultural heritage. This duty of care:

(i) is not negated by the issuing of this development approval;

(ii) applies on all land and water, including freehold land;

(iii) lies with the person or entity conducting an activity; and

(iv) if breached, is subject to criminal offence penalties.

Those proposing an activity involving surface disturbance beyond that which has already occurred at the proposed site, must observe this duty of care. Details of how to fulfil this duty of care are outlined in the Duty of Care Guidelines gazetted with the ACHA. The applicant should contact DATSIP's Cultural Heritage Co-ordination Unit on telephone (07) 3224 2070 for further information on the responsibilities of developers under the ACHA.

(e) The relevant period for the Development Approval (Material Change of Use) shall be four (4) years starting the day the approval is granted or takes effect. In accordance with Section 341(1) of the *Sustainable Planning Act 2009* (SPA), the development approval for a Material Change of Use lapses if the first change of use under the approval does not happen within the abovementioned relevant period. However, if there is one or more related approvals for the development approval for a Material Change of Use, the relevant period is taken to have started on the day the latest related approval takes effect. (Please refer to Section 341(7) of SPA for the meaning of related approval).

An applicant may request Council to extend the relevant period provided that such request is made in accordance with Section 383 of SPA and before the development approval lapses under Section 341 of SPA.

(f) Council is to be indemnified against any claims arising from works carried out by the applicant on Council's property.

- (g) [Advice Note intentionally deleted]
- (h) [Advice Note intentionally deleted]
- (i) It should be noted that Council resolved not to accept security in lieu of completion of works, except in the following circumstances:
 - (a) where it is Council's opinion that necessary works would result in the provision of sub-standard services for future development and the work is not critical to the development; or
 - (b) where it is Council's opinion the work is very minor, not critical to the development, and, the timing for the completion of that work is an unreasonable impost on the developer.

In both cases, the acceptance of security in lieu of works is at Council's discretion.

- (i) The relevant Planning Scheme for this Development Permit is the Planning Scheme for Chinchilla Shire 2006. All references to the Planning Scheme and Schedules within these conditions refer to the above Planning Scheme.

ADVISORY NOTES

NOTE 1 - Currency 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 - Environmental Authority

An Environmental Authority application is required to be submitted directly to the Department of Environment and Science in accordance with the *Environmental Protection Act 1994* for the activities associated with Timber Milling and Wood Chipping Environmentally Relevant Activities (ERA) 47(4)(c).

APPEAL RIGHTS

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

"Chapter 6 Dispute Resolution

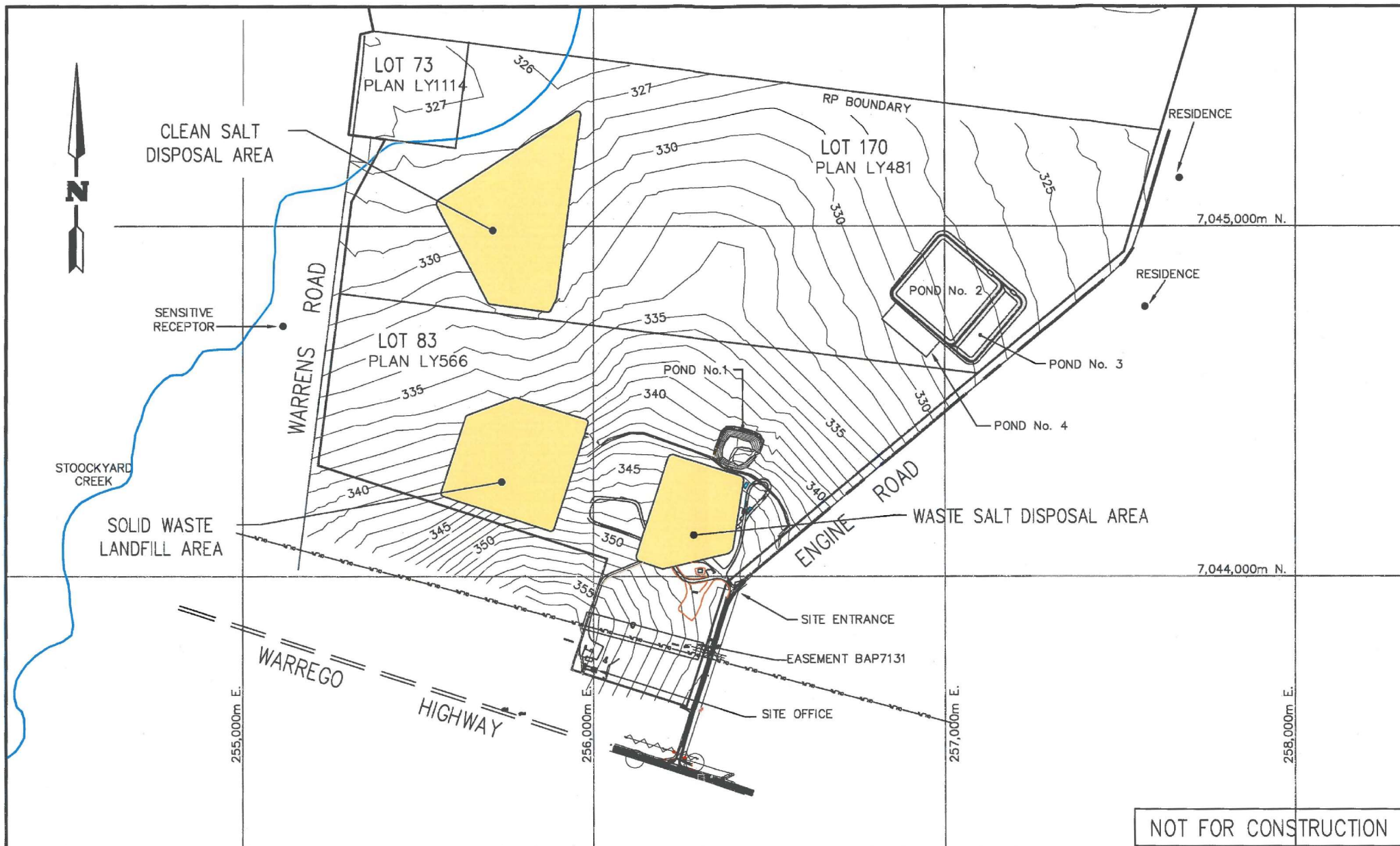
Part 1 Appeal Rights

229 Appeals to Tribunal or P&E Court

- (1) *Schedule 1 states -*
 - (a) *matters that may be appealed to -*
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 - (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.*

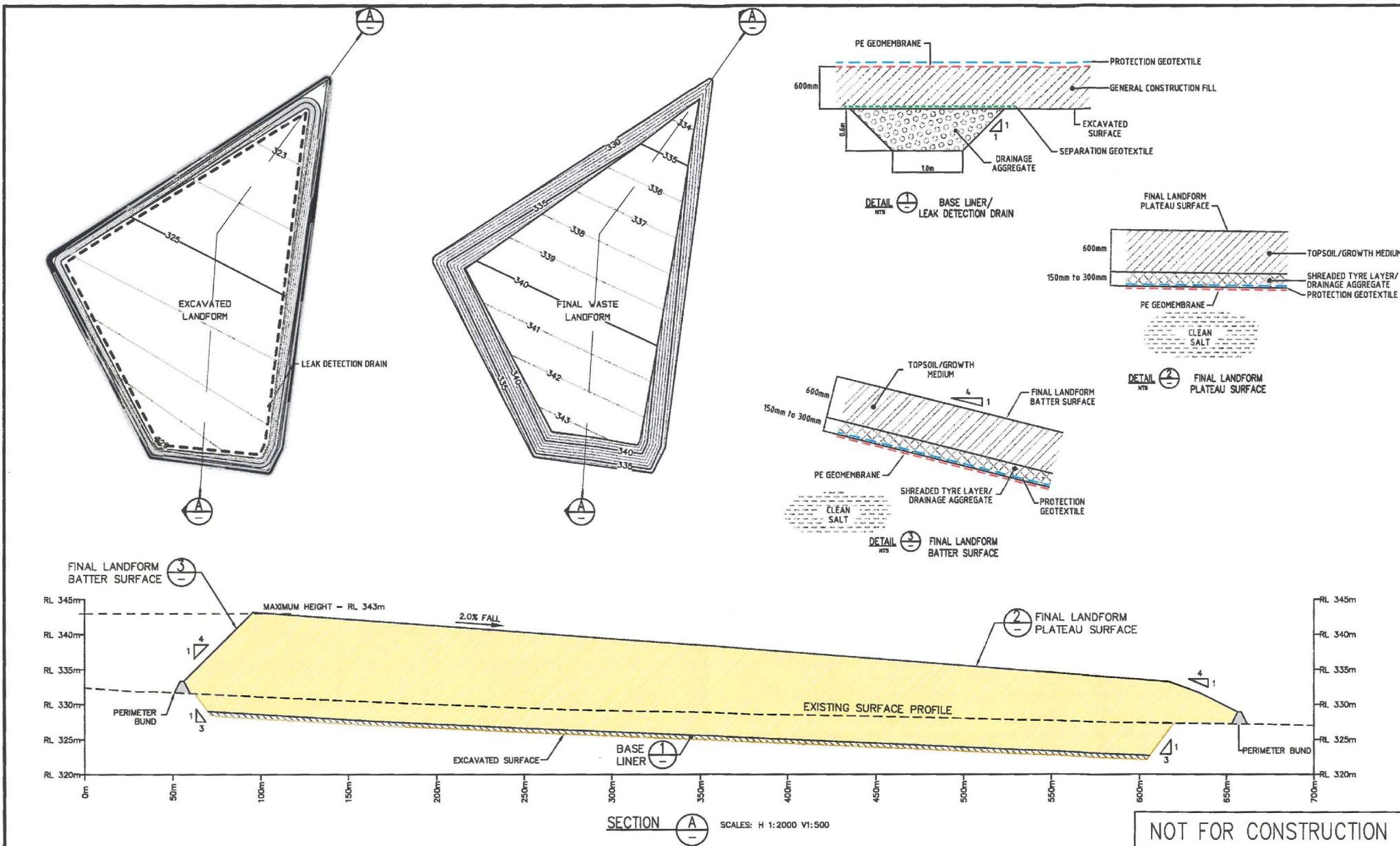
Note - See the P&E Court Act for the Court's power to extend the appeal period."



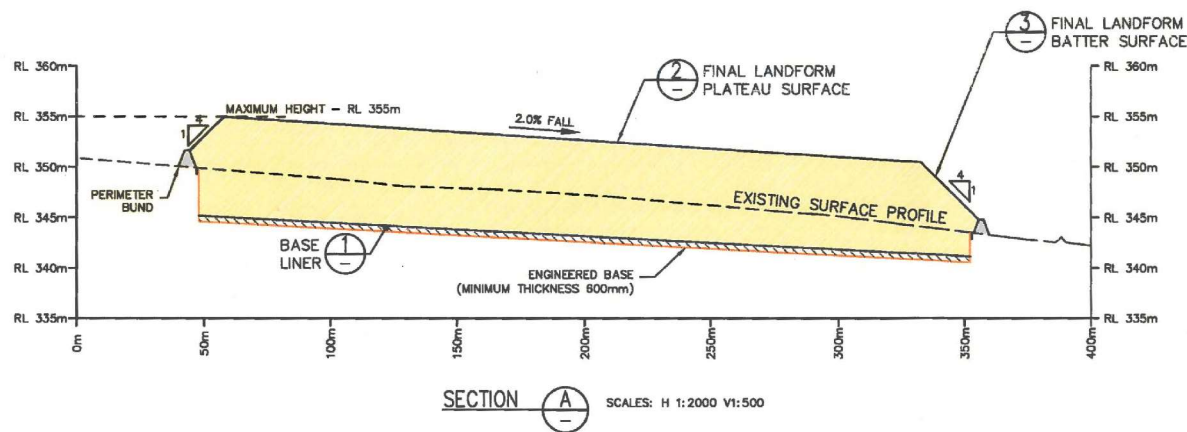
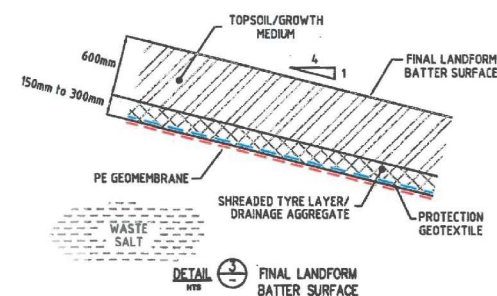
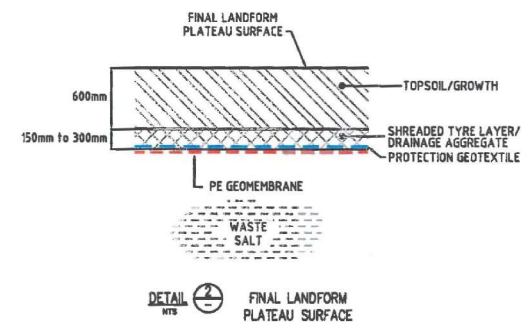
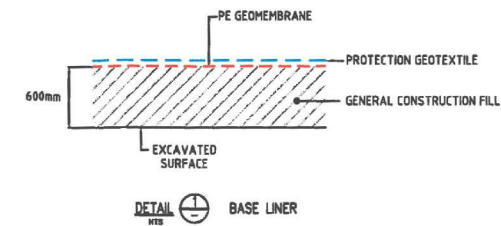
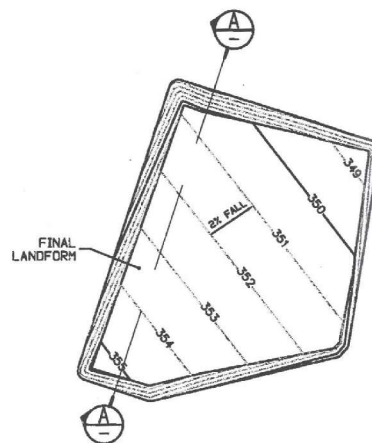
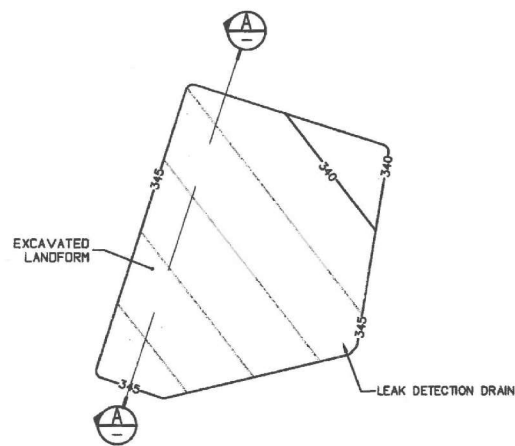
NOT FOR CONSTRUCTION

RevNo	Revision note	Date	Checked	Approved	Drawn by	Checked by	Approved by	Date	Project No	Scale
A	For Planning Approval	17/05/16	PN	SP	E ARGENT	P NAVIN	SP RPEQ 12803	05/2016	1605-01	1:10000
					TITLE		PROJECT			
					LANDFILL LAYOUT		ENGINE ROAD WASTE MANAGEMENT FACILITY ENGINE ROAD, CHINCHILLA			
							CLIENT		DRAWING NO.	REV
							WE KANDO PTY LTD		1605-01-01	A

IOLAR
CONSULTANCY SERVICES
Unit 6/37 Veronica Street
CAPALABA QLD 4157
www.iolar.com.au

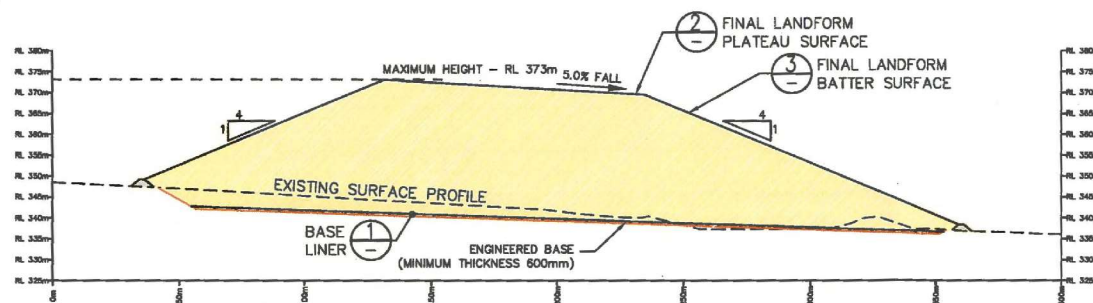
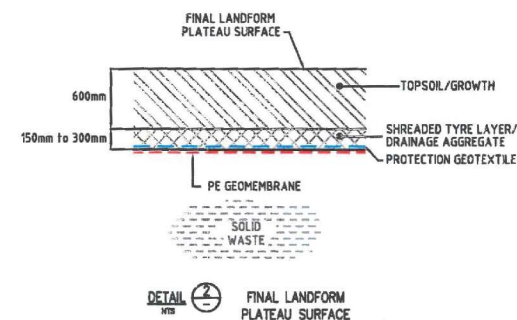
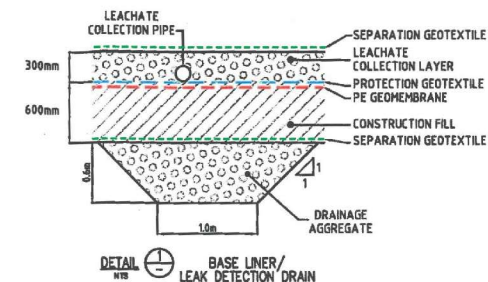
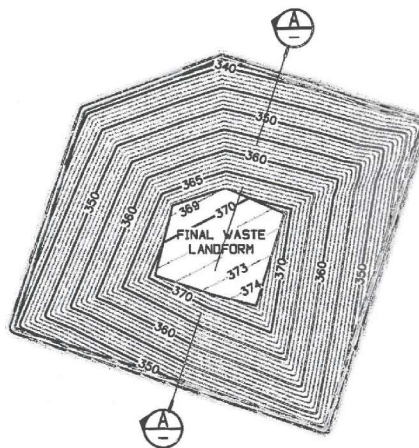
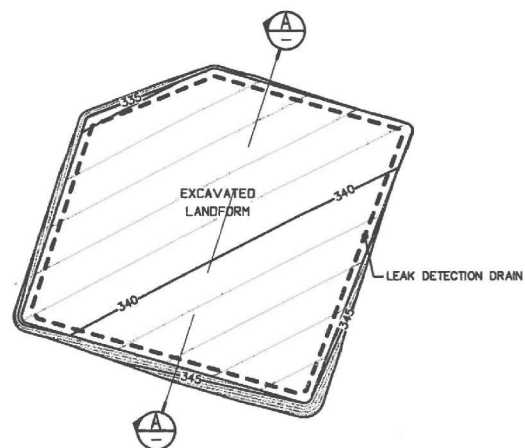


RevNo	Revision note	Date	Checked	Approved	<div> CONSULTANCY SERVICES Unit 6/37 Veronica Street CAPALABA QLD 4157 www.iolar.com.au</div>	Drawn by	Checked by	Approved by	Date	Project No	Scale
A	For Planning Approval	17/05/16	PN	SP		E ARGENT	P NAVIN	SP RPEQ 12803	05/2016	1605-01	1:10000
						TITLE CLEAN SALT DISPOSAL AREA DETAILS			PROJECT ENGINE ROAD WASTE MANAGEMENT FACILITY ENGINE ROAD, CHINCHILLA		
								CLIENT WE KANDO PTY LTD	DRAWING NO. 1605-01-02	REV A	

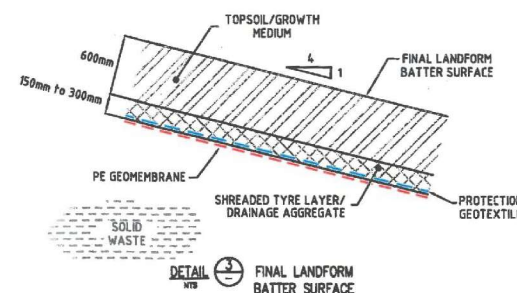


NOT FOR CONSTRUCTION

RevNo	Revision note	Date	Checked	Approved	Drawn by	Checked by	Approved by	Date	Project No	Scale
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					WASTE SALT DISPOSAL AREA DETAILS					PROJECT
										ENGINE ROAD WASTE MANAGEMENT FACILITY ENGINE ROAD, CHINCHILLA
										CLIENT
										WE KANDO PTY LTD
									DRAWING NO.	REV
									1605-01-03	A

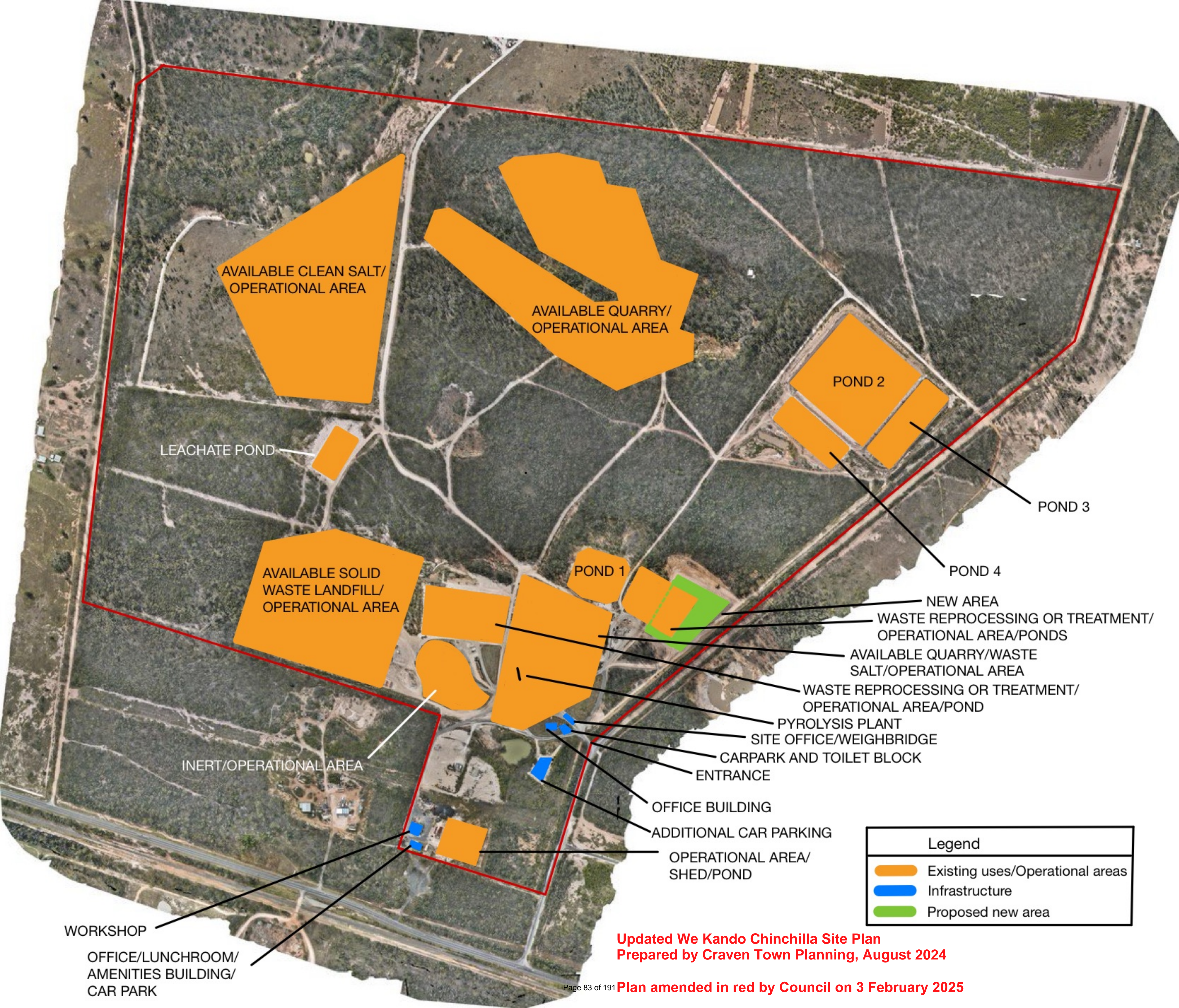


SECTION A-A SCALES: H 1:2000 V 1:750



NOT FOR CONSTRUCTION

RevNo	Revision note	Date	Checked	Approved	IOLAR CONSULTANCY SERVICES		Drawn by	Checked by	Approved by	Date	Project No	Scale
A	For Planning Approval	17/05/16	PN	SP	Unit 6/37 Veronica Street CAPALABA QLD 4157 www.iolar.com.au	TITLE SOLID WASTE LANDFILL AREA DETAILS	E ARGENT	P NAVIN	SP RPEQ 12803	05/2016	1605-01	1:10000
							PROJECT ENGINE ROAD WASTE MANAGEMENT FACILITY ENGINE ROAD, CHINCHILLA					
							CLIENT WE KANDO PTY LTD					
							DRAWING NO. 1605-01-04					
							REV A					



AVAILABLE CLEAN SALT/
OPERATIONAL AREA

AVAILABLE QUARRY/
OPERATIONAL AREA

POND 2

POND 3

LEACHATE POND

AVAILABLE SOLID
WASTE LANDFILL/
OPERATIONAL AREA

POND 1

POND 4

NEW AREA

WASTE REPROCESSING OR TREATMENT/
OPERATIONAL AREA/PONDS

AVAILABLE QUARRY/WASTE
SALT/OPERATIONAL AREA

WASTE REPROCESSING OR TREATMENT/
OPERATIONAL AREA/POND

PYROLYSIS PLANT

SITE OFFICE/WEIGHBRIDGE

CARPARK AND TOILET BLOCK

ENTRANCE

OFFICE BUILDING

ADDITIONAL CAR PARKING

OPERATIONAL AREA/
SHED/POND

INERT/OPERATIONAL AREA

Legend

- Existing uses/Operational areas
- Infrastructure
- Proposed new area

Updated We Kando Chinchilla Site Plan
Prepared by Craven Town Planning, August 2024

Plan amended in red by Council on 3 February 2025

WORKSHOP

OFFICE/LUNCHROOM/
AMENITIES BUILDING/
CAR PARK



SETOUT POINTS			
POINT	EASTING	NORTHING	RL
1	256,523.754	7,044,244.808	343.25
2	256,566.013	7,044,324.610	341.30
3	256,576.058	7,044,318.666	340.90
4	256,574.069	7,044,326.415	341.00
5	256,593.920	7,044,358.488	341.00
6	256,601.668	7,044,360.477	341.00
7	256,593.749	7,044,369.423	341.30
8	256,596.528	7,044,364.413	341.25
9	256,703.475	7,044,304.038	341.25
10	256,709.787	7,044,303.377	341.30
11	256,696.327	7,044,307.040	341.00
12	256,697.479	7,044,299.123	341.00
13	256,670.368	7,044,271.046	341.00
14	256,671.099	7,044,263.310	341.30
15	256,662.451	7,044,269.895	340.90
16	256,599.667	7,044,197.827	342.25

- NOTES
- CONTRACTOR TO ENSURE NO DISTURBANCE OF REMNANT VEGETATION BUFFERS, WITH LOCATION TO BE CONFIRMED BY THE SUPERINTENDENT.
 - BALLAST TUBES TO BE PLACED AT THE SPACING SHOWN ON THE DRAWINGS OR AS DIRECTED BY THE SUPERINTENDENT.

SURVEY & IMAGE REFERENCES:
DOWNES GROUP SURVEY, 29 SEPTEMBER 2020
AERIAL IMAGE - NEARMAP 2020



FOR REVIEW

REV	DATE	DRAWN	CHECKED	APPRD	REVISION DETAILS
A	28/07/23	EA	CL	SP	FOR REVIEW

DRAWING STATUS	
JOB No.	WKD-2306-02
DATE	21/07/23
DESIGN BY	CL
DRAWN BY	EA
CHECKED BY	CL
FINAL APPROVAL	
SCALE:	1:1000
(on A3 Original)	

ABN 91 621 076 131
www.greentecconsulting.com.au

Suite 3 14/53 Metroplex Avenue
MURARRIE QLD 4172

PROJECT TITLE	ENGINE ROAD COMPOST FACILITY
CLIENT	WE KANDO

DRAWING TITLE	COMPOSTING PAD LAYOUT PLAN
PROJECT NO.	WKD-2306-02
DRAWING NO.	DWG 01
REV	A



Our reference: 2407-41188 SRA
Your reference: 050.2024.299.001

27 November 2024

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

Attention: Kym Bannerman

Dear Kym

Changed SARA referral agency response— 27150 Warrego Highway, Baking Board

(Given under section 28 of the Development Assessment Rules)

The change application described below was properly referred to the State Assessment and Referral Agency (SARA) under section 82 of the *Planning Act 2016* on 3 February 2016.

Response

Outcome:	Referral agency response – Approval subject to conditions
Date of response:	27 November 2024
Conditions:	The conditions in Attachment 1 must be attached to any development approval.
Advice:	Advice to the applicant is in Attachment 2
Reasons:	The reasons for the referral agency response are in Attachment 3

Development details

Description:	Development permit	Other Change to Existing Material Change of Use approval to establish a Public Utility (Waste Landfill Site - up to 300,000m ³ per annum) and a Public Utility (Salt Storage - up to 630,000m ³ per annum) and Environmentally Relevant Activities 53 and 55
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SARA role: Referral agency

SARA trigger: Schedule 10, part 5, division 4, table 2, item 1 (Planning Regulation 2017)

Environmentally relevant activities

Schedule 10, part 9, division 4, subdivision 1, table 1, item 1 (Planning Regulation 2017)

Development impacting on state infrastructure

SARA reference: 2407-41188 SRA

Assessment manager: Western Downs Regional Council

Street address: 27150 Warrego Highway, Baking Board

Real property description: Lot 83 on LY566 & Easement B on AP7131 and Lot 170 on LY481

Applicant name: The Page Family Super Fund C/- Craven Town Planning Pty Ltd

Applicant contact details: 16 Watson Street
NEWMARKET QLD 4051
stevec@craventp.com.au

Human Rights Act 2019 considerations: Consideration of the *Human Rights Act 2019* sections 15 to 35 has been undertaken as part of this decision. It has been determined that this decision does not limit human rights.

Representations

An applicant may make representations to a concurrence agency, at any time before the application is decided, about changing a matter in the referral agency response (s.30 Development Assessment Rules). Copies of the relevant provisions are in **Attachment 4**.

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

For further information please contact Brittany Hughes, Senior Planning Officer, on (07) 4616 7332 or via email ToowoombaSARA@dsdilgp.qld.gov.au who will be pleased to assist.

Yours sincerely



Paul Gleeson
A/Manager

cc Stellycat Pty Ltd AFT The Page Family Super Fund, stevec@craventp.com.au

enc Attachment 1—Changed referral agency conditions
Attachment 2—Changed reasons for decision
Attachment 3—Changed advice
Attachment 4—Representations about a referral agency response provisions

Attachment 5—Approved plans and specifications

Attachment 1—Changed conditions

No.	Conditions	Condition timing
Other Change - Material Change of Use to establish a Public Utility (Waste Landfill Site - up to 300,000m³ per annum) and a Public Utility (Salt Storage - up to 630,000m³ per annum)		
10.9.4.1.1.1 - Development impacting on state transport infrastructure - The chief executive administering the <i>Planning Act 2016</i> nominates the Director-General of the Department of Transport and Main Roads to be the enforcement authority for the development to which this development approval relates for the administration and enforcement of any matter relating to the following condition:		
1.	The development must be carried out generally in accordance with the following plan: <ul style="list-style-type: none"> Activities Plan, prepared by All Waste Solutions Pty Ltd, dated 14 July 2022, Drawing No. 001, Revision D. 	Prior to the commencement of use and to be maintained at all times
2.	(a) The existing direct vehicular property access located between Lot 83 on LY566 and the Warrego Highway must be permanently closed and removed. (b) The crossover and culverts between the pavement edge and the property boundary must be removed and the table drain reinstated.	(a) and (b) Prior to the commencement of use and to be maintained at all times.
Other Change – Material Change of Use Environmentally Relevant Activities (ERA) 53 and 55		
10.5.4.2.1 - ERA - The chief executive administering the <i>Planning Act 2016</i> nominates the Director-General of the Department of Environment, Tourism, Science and Innovation to be the enforcement authority for the development to which this development approval relates for the administration and enforcement of any matter relating to the following conditions:		
3.	Development authorised under this approval for ERA 55(2)(c) - Other Waste Reprocessing or Treatment and ERA 53(a) – Organic material processing by composting is limited to the area shown in the Composting Pad Layout Plan, prepared by Green Tec Consulting, dated 13 September 2023, Drawing No. DWG 01 and Revision B.	At all times
4.	The treated waste produced on site from conducting ERA 55(2)(c) - Other Waste Reprocessing or Treatment (for this application namely bioremediation) cannot be used as a feedstock (input material) at any time for the compost to be produced on site under ERA 53(a) – Organic material processing by composting.	At all times

Attachment 2—Changed reasons for decision

The reasons for SARA's decision are:

- The development complies with the assessment benchmarks of State code 6: Protection of state transport networks of State Development Assessment Provisions (SDAP) (version 3.0) in that the development:
 - o does not create a safety hazard for users of state transport infrastructure or public passenger services by increasing the likelihood or frequency of a fatality or serious injury
 - o does not result in a worsening of the physical condition or operating performance of the state transport network
 - o maintains the operating performance of the transport network.
- The development complies with the assessment benchmarks of State code 22: Environmentally Relevant Activities of SDAP (version 3.0) in that the environmentally relevant activities:
 - o are located and designed to avoid or mitigate environmental harm on environmental values of the natural environment, adjacent sensitive land uses and sensitive receptors
 - o are designed and located to avoid impacts or, where the matters of state environmental significance cannot be reasonably avoided, impacts are reasonably minimised and mitigated

Material used in the assessment of the application:

- The development application material and submitted plans
- *Planning Act 2016*
- Planning Regulation 2017
- The SDAP (v3.0), as published by SARA
- The Development Assessment Rules
- SARA DA Mapping system
- *Human Rights Act 2019*

Attachment 3—Changed advice

General advice	
1.	Terms and phrases used in this document are defined in the <i>Planning Act 2016</i> , its regulation, or the SDAP (v3.0). If a word remains undefined it has its ordinary meaning.
2.	Removal of the existing unapproved direct vehicular property access located between Lot 83 and the Warrego Highway will require the applicant to make application to Department of Transport and Main Roads in accordance with s33 of the <i>Transport Infrastructure Act 1994</i> .

Attachment 4—Representations about a referral agency response provisions

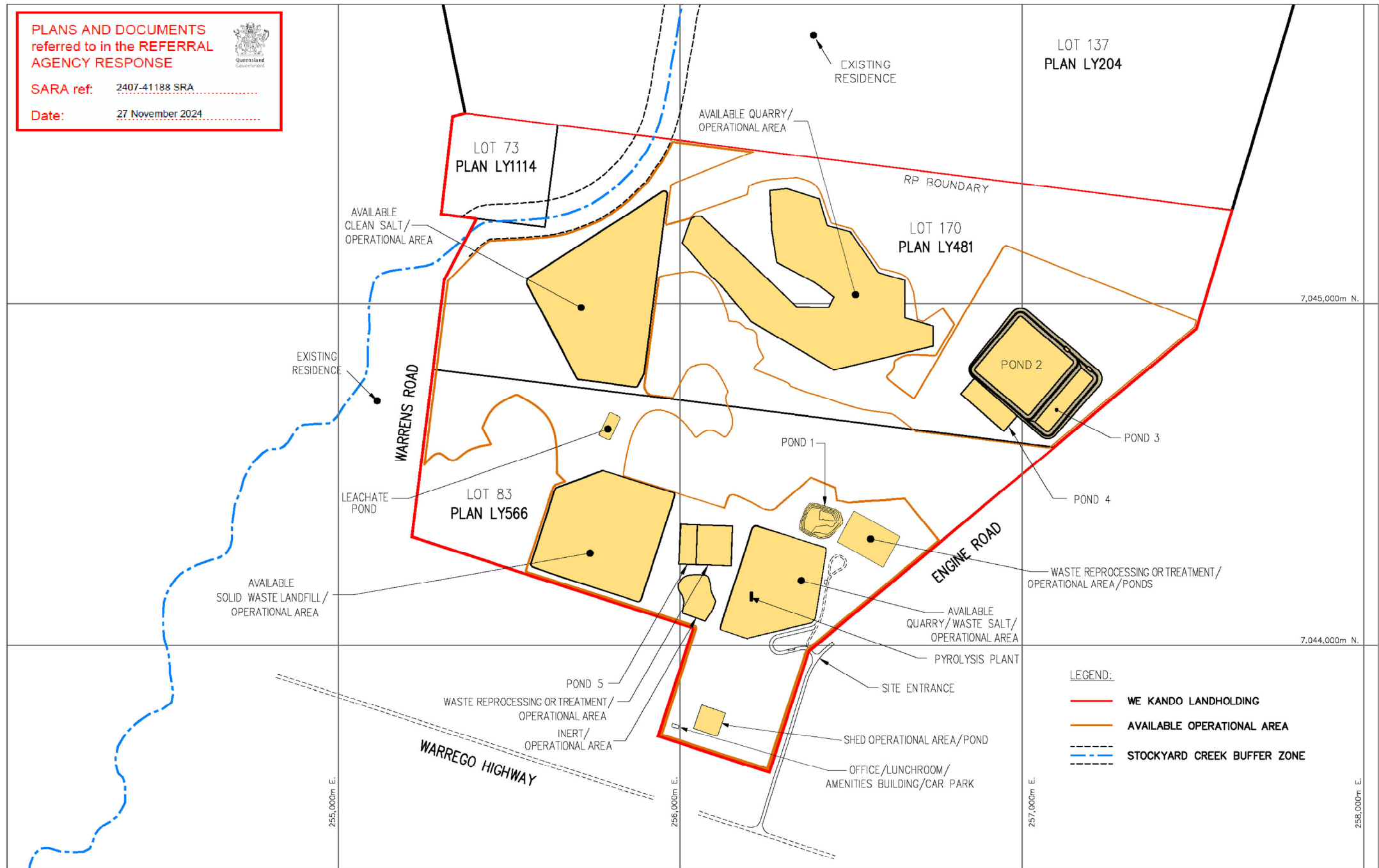
Attachment 5—Approved plans and specifications

PLANS AND DOCUMENTS
referred to in the REFERRAL
AGENCY RESPONSE



SARA ref: 2407-41188 SRA

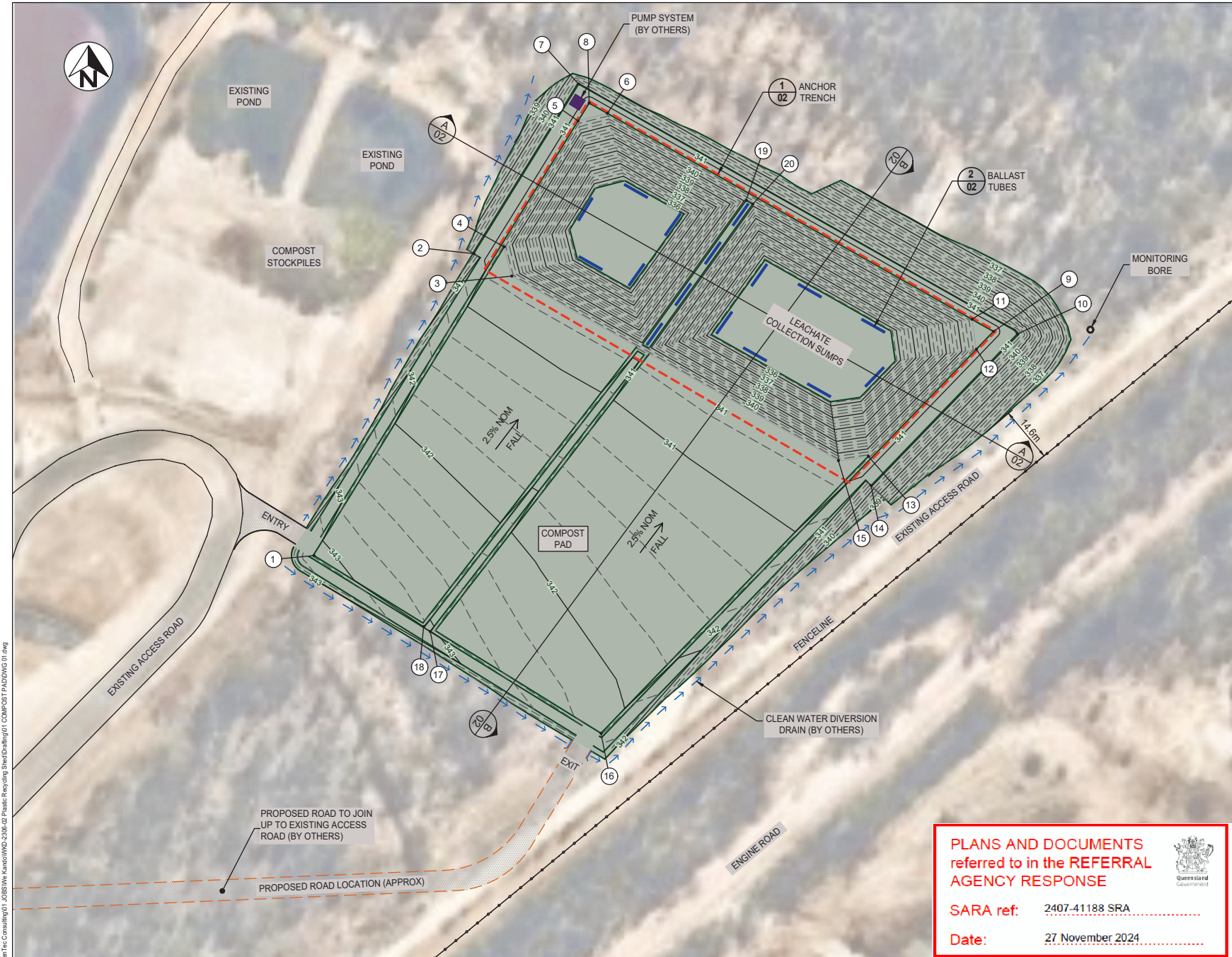
Date: 27 November 2024



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						DESIGN BY	
						CHECKED BY	AC
						FINAL APPROVAL	DS
D	14/07/22	DS	AC	DS	FOR PERMIT	SCALE:	NTS
C	12/05/22	SB	DS	DS	FOR PERMIT		
B	29/03/20	JJ	CL	CL	FOR PERMIT		
A	03/16	EA	PN	PN	FOR PERMIT		

ALL WASTE SOLUTIONS
PTY LTD
Page 93 of 191

PROJECT TITLE		DRAWING TITLE		
ENGINE ROAD WASTE MANAGEMENT FACILITY, CHINCHILLA		ACTIVITIES PLAN		
CLIENT	WE KANDO PTY LTD	PROJECT NO.	1512-01	REV
		DRAWING NO.	001	D



SETOUT POINTS			
POINT	EASTING	NORTHING	RL
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2	256,566.013	7,044,324.610	341.10
3	256,576.058	7,044,318.666	340.65
4	256,574.069	7,044,326.415	340.65
5	256,593.609	7,044,359.670	340.95
6	256,601.358	7,044,361.687	340.95
7	256,593.749	7,044,369.423	341.12
8	256,596.528	7,044,364.413	340.95
9	256,703.475	7,044,304.038	340.90
10	256,709.787	7,044,303.377	341.14
11	256,697.782	7,044,307.251	340.95
12	256,698.934	7,044,299.335	340.95
13	256,670.368	7,044,271.046	340.65
14	256,671.099	7,044,263.310	341.10
15	256,662.451	7,044,269.895	340.65
16	256,599.667	7,044,197.827	342.14
17	256,554.514	7,044,224.712	343.08
18	256,552.762	7,044,226.004	343.08
19	256,638.046	7,044,338.678	340.15
20	256,639.780	7,044,337.689	340.15

- NOTES
- CONTRACTOR TO ENSURE NO DISTURBANCE OF REMNANT VEGETATION BUFFERS, WITH LOCATION TO BE CONFIRMED BY THE SUPERINTENDENT.
 - BALLAST TUBES TO BE PLACED AT THE SPACING SHOWN ON THE DRAWINGS OR AS DIRECTED BY THE SUPERINTENDENT.
 - CLAY LINER THICKNESS AND SURFACE GRADES TO BE MAINTAINED DURING OPERATIONS BY THE PRINCIPAL. WATER/LEACHATE SHALL NOT BE ALLOWED TO POND ON COMPOST PAD SURFACE.
 - PRINCIPAL TO MAINTAIN MINIMUM FREEBOARD WITH WATER LEVELS TO BE AT OR BELOW RL 340.7m AT ALL TIMES.

SURVEY & IMAGE REFERENCES:
DOWNES GROUP SURVEY, 29 SEPTEMBER 2020
AERIAL IMAGE - NEARMAP 2020

0 1:1000 50m

PLANS AND DOCUMENTS referred to in the REFERRAL AGENCY RESPONSE

SARA ref: 2407-41188 SRA

Date: 27 November 2024

REVISION DETAILS					DRAWING STATUS		PROJECT TITLE		DRAWING TITLE		
REV	DATE	DRAWN	CHECKED	APPRD	JOB No.	WKD-2306-02	ENGINE ROAD		COMPOSTING PAD		
					DATE	21/07/23	COMPOST FACILITY		LAYOUT PLAN		
					DESIGN BY	CL					
					DRAWN BY	EA					
					CHECKED BY	CL					
					FINAL APPROVAL						
B	13/09/23	EA	CL	SP	LEACHATE SUMP AREA MODIFIED	SCALE: 1:1000			PROJECT NO.	DRAWING NO.	REV
A	28/07/23	EA	CL	SP	FOR REVIEW		WE KANDO		WKD-2306-02	DWG 01	B

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11 July 2024



Our Ref: DA5777
(MSLink3200479)

Western Downs Regional Council
PO Box 551
DALBY QLD 4405

The Page Superannuation Fund
C/- Craven Town Planning Pty Ltd
16 Watson Street
NEWMARKET QLD 4051

Attention: Kym Bannerman
Email: kym.bannerman@wdrc.qld.gov.au
Application: 050.2024.299.001

Attention: Steve Craven
Email: stevec@craventp.com.au

Dear Steve and Kym

Change Application (Other) - Affected Entity Response

(Given under section 82 of the *Planning Act 2016*)

Transmission Infrastructure Impacted	
Transmission Corridor	Chinchilla Columboola 132kV Transmission Line Corridor
Easement ID	Easement B on AP7131 – Dealing No. 601089652
Location Details	
Street address	27150 Warrego Highway, Baking Board
Real property description	Lot 83 on LY566 & Lot 170 on LY481
Local government area	Western Downs Regional Council
Existing Approval Details	
Approved Development	Material Change of Use
Approval Type	Development Permit
Minor Change Application Details	
Details of change/s sought	Other Change to establish a Public Utility (Waste Landfill Site - up to 300,000m3 per annum) and a Public Utility (Salt Storage - up to 630,000m3 per annum) and Environmentally Relevant Activities 53 and 55
Council Reference	050.2024.299.001

We refer to the above Change Application for an 'other' change which has been referred to Powerlink Queensland as an affected entity in accordance with section 82 of the *Planning Act 2016*.

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.

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

Drawing / Report Title	Prepared by	Dated	Reference No.	Version / Issue
Composting Pad Layout Plan	Greentec Consulting	13/09/2023	WKD-2306-02 DWG01	B

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

We have reviewed the changes to the development application outlined in the change application and advise that we have **no objection** to the change application, subject to adherence to previous responses in relation to this application.

Any further works should be in accordance with Powerlink Queensland's general conditions and guidelines when considering works either on a Powerlink Queensland easement or in the vicinity of Powerlink Queensland assets.

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

Yours sincerely



for:

Russell McKenna

A/PROPERTY SERVICES AND MANAGEMENT TEAM LEADER



SETOUT POINTS			
POINT	EASTING	NORTHING	RL
1	256,523.754	7,044,244.808	343.14
2	256,566.013	7,044,324.610	341.10
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DATE ASSESSED:

11 Jul 2024



SURVEY & IMAGE REFERENCES:
DOWNES GROUP SURVEY, 29 SEPTEMBER 2020
AERIAL IMAGE - NEARMAP 2020



FOR REVIEW

REV	DATE	DRAWN	CHECKED	APPRD	REVISION DETAILS
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DRAWING STATUS	
JOB No.	WKD-2306-02
DATE	21/07/23
DESIGN BY	CL
DRAWN BY	EA
CHECKED BY	CL
FINAL APPROVAL	
SCALE:	1:1000
(on A3 Original)	



GREENTEC CONSULTING

ABN 91 621 076 131
www.greentecconsulting.com.au

Suite 3 14/53 Metroplex Avenue
MURARRIE QLD 4172

PROJECT TITLE	ENGINE ROAD COMPOST FACILITY
CLIENT	WE KANDO

DRAWING TITLE	COMPOSTING PAD LAYOUT PLAN
PROJECT NO.	WKD-2306-02
DRAWING NO.	DWG 01
REV	B

Title **Executive Services Report Outstanding Actions January 2025**

Date 3 February 2025

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 16 January 2025.

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.

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 16 January 2025

1. Outstanding Council Meeting Action List (As at 16 January 2025)

Meeting date	Item description	File No.	Council Resolution/Task	Responsible Division
13/04/2022	Corporate Services Confidential Report Dalby Aerodrome Proposed Lease to Helismart	AD6.6.2	That this report be received, and Council resolves to; 1. Apply the exceptions contained within section 236(1)(c)(iii) of the <i>Local Government Regulation 2012</i> (Qld) to the proposed lease; 2. Offer Helismart Pty Ltd a ten-year lease over a portion of land at the Dalby Aerodrome, as depicted in the proposed lease sketch in this Report, on the terms as set out in this Report; and	Executive Services

Meeting date	Item description	File No.	Council Resolution/Task	Responsible Division
			<p>3. Delegate authority to the CEO to negotiate and sign all documents necessary to:</p> <ul style="list-style-type: none"> a) Effect the surrender of the agricultural leased area known as Lease K, and the boundary realignment and resurvey of the agricultural leased area known as Lease H, at the Dalby Aerodrome; b) Survey the area known as Lease K to accommodate Helismart Pty Ltd's proposed leased area and to allow for future leased areas; and c) Provide a lease for a new surveyed area with Helismart Pty Ltd for approval by council. <p style="text-align: right;">CARRIED</p>	
19/07/2023	(035.2022.737.001) Community and Liveability Report Development Application for Reconfiguring a Lot (1 Lot into 10 Lots and Road Reserve) of Lot 20 on SP156284 Cemetery Road Chinchilla WA & SG Daniells Pty Ltd C/- Sweb Consulting	AD6.6.2	<p>That council investigates an amendment to the Planning Scheme to address the perceived requirements for rural residential development in the Chinchilla area.</p> <p style="text-align: right;">CARRIED</p>	Community & Liveability
20/06/2024	Executive Services Report: Road Closure Application - Bell Park Lot 121 D924	AD6.6.2	<p>That this report be received and that the Council resolves as follows:</p> <ul style="list-style-type: none"> 1. That, subject to receiving the required approval from the Department of Resources, Council approves the permanent closure of Unnamed Road 07. 2. Council delegates to and requests that the Chief Executive Officer advise the Department of Resources that it has no objections to the permanent road closure of Unnamed Road 07 and its amalgamation into lot 121 D924. 3. Council approves the amalgamation of the closed road into Joshua Bell Park. 4. The Chief Executive Officer causes such actions to be taken as are necessary to finalise that amalgamation. <p style="text-align: right;">CARRIED</p>	Executive Services

Meeting date	Item description	File No.	Council Resolution/Task	Responsible Division
19/09/2024	Executive Services Confidential Report Proposed Disposal of Two Properties: 1 & 2 RP5565137 Day Street, Tara and Lot 6 RP184124 Retreat Road, Kowguran	AD6.6.2	That this report be received, and that Council resolve to: <ul style="list-style-type: none"> a. offer 1 & 2 RP5565137 Day Street, Tara and Lot 6 RP184124 Retreat Road, Kowguran, for sale by auction; and b. delegate authority to the Chief Executive Officer to finalise and sign all necessary documents to affect the aforementioned disposal by auction. <p style="text-align: right;">CARRIED</p>	Executive Services
19/09/2024	Executive Services Confidential Report Proposed Lease for EV Charging Station in Bell Park - Tesla	AD6.6.2	That this Report be received and Council resolves: <p>That the exception in section 236(1)(c)(v) of the Local Government Regulation 2012 (Qld) applies to the proposed lease of Lot 121D924, such that disposal by tender or auction is not required in the public interest.</p> <p>That Council further resolves to:</p> <ul style="list-style-type: none"> a. offer to enter into a lease to Tesla Corporation or its relevant entity (Tesla) for the defined area of Joshua Bell Park (currently described as Lot 121 D924) for 15 years, on terms materially consistent with those identified in the report presented to Council, subject also to the following specific conditions: <p>for the purpose of the construction and conduct of super chargers for electric vehicles and associated infrastructure;</p> <p>the establishment of the facility, including the lease documentation and registration, shall be at no cost to Council;</p> <p>the rent payable shall be the assessed market rent of \$800 per annum plus GST to be increased annually according to the Consumer Price Index and to be revalued at the expiration of each 5 year period of the lease;</p> <p>Tesla must ensure that upon termination or cessation of the lease, all infrastructure associated with the facility is removed and the leased area left in a safe and clean condition.</p> b. approve a lease term of greater than 10 years pursuant to section 65(3A)(b) of the Land Title Act 1994 (Qld); and c. delegate to the CEO the negotiation, execution and registration of the lease with Tesla on the terms described in paragraph 2 of this resolution. <p style="text-align: right;">CARRIED</p>	Executive Services
17/10/2024	Executive Services Confidential Report Disposal of Land Parcels Lots 7-10 RP75401 and part of	AD6.6.2	1. That Council resolves to accept the tender of Campervan and Motorhome Club of Australia Limited (CMCA) pursuant to section 228(10) of the Local Government Regulation, subject to the following:	Executive Services

Meeting date	Item description	File No.	Council Resolution/Task	Responsible Division
	Lot 2 RP186292 Myall Street, Dalby		<p>a.) delegating to the Chief Executive Officer the power to negotiate and execute an agreement for lease with CMCA on terms substantially in accordance with the attached draft agreement; and</p> <p>b.) fulfilment of the conditions contained in the agreement for lease, delegate to the Chief Executive Officer the negotiation, execution, and registration of a lease including the following conditions:</p> <p>i. an annual rent of \$3,000 (plus goods and services tax), which reflects the range of the market rent assessment received by Council;</p> <p>ii. annual increase of rent in accordance with the terms of the lease;</p> <p>iii. a term of ten (10) years; and</p> <p>iv. otherwise substantially in accordance with the attached draft lease.</p> <p>c.) updating landholders in the vicinity of the subject land of this decision and informing them of the expected timing of any actions to be taken pursuant to Council's decision.</p> <p style="text-align: right;">CARRIED</p>	
21/11/2024	Executive Services Report Proposed Disposal of Lot 27 SP159192 Windeyer Road, Wandoan	AD6.6.2	<p>That Council resolves to:</p> <p>a. offer Lot 27 SP159192 Windeyer Road, Wandoan for sale by auction; and</p> <p>b. delegate authority to the Chief Executive Officer to finalise and sign all necessary documents to affect the aforementioned disposal by auction.</p> <p style="text-align: right;">CARRIED</p>	Executive Services
21/11/2024	Executive Services Confidential Report Disposal of Part Lot 220 SP209293, Haddock Place, Tara	AD6.6.2	<p>That Council resolves:</p> <p>(a) that the exception provided in s236(1)(b) of the <i>Local Government Regulation 2012</i> applies to the disposal of a valuable non-current asset of Council and accordingly, disposal by way of tender or auction is not required;</p> <p>(b) to reconfigure and dispose of part of Lot 220 SP209293 (having an approximate area of 6000 square metres) to the St Vincent de Paul Society for housing purposes;</p> <p>(c) to delegate to the Chief Executive Officer the power to enter into a contract with the St Vincent de Paul Society at a cost of \$1.00 and to negotiate such terms as are necessary to achieve delivery of the housing project in accordance with an approved business plan prior to transfer and subject to the project being fully developed and operational within five years of this resolution</p> <p style="text-align: right;">CARRIED</p>	Executive Services
21/11/2024	Executive Services Confidential Report - Proposed Request for Expressions of Interest for Lot 1 and part of Lot 2 on SP173901 Dalby-Apunyal Road for High	AD6.6.2	<p>That Council resolves that it is in the public interest, pursuant to section 228(3)(a) and (b) of the <i>Local Government Regulation 2012</i> (Qld) to invite Expressions of Interest ('EOI') to dispose of Lot 1 on SP173901 and part of Lot 2 on SP173901 Dalby-Apunyal</p>	Executive Services

Meeting date	Item description	File No.	Council Resolution/Task	Responsible Division
	Impact Industry Development		<p>Road, Dalby, for High Impact Industry development for the following reasons:</p> <ol style="list-style-type: none"> 1. disposing of the land is expected to result in the Land reaching its full potential by offering land to obtain further development opportunities and employment to the region; 2. it will allow all interested parties to submit detailed proposals stating their interest in acquiring the Land. Council will then assess the best proposed use of the Land for the benefit of the community and assess the suitability of the applicant; 3. it will allow Council to invite tenders from a smaller class of submissions that are considered to be in the best interests of the community and to filter out proposals that are not considered to be appropriate; and 4. it will require vendors to provide Returnable Schedules which align to Council's <i>Economic Development Strategy 2023-2028</i> and <i>Communities Partnering Framework</i>. The returnable schedule requires vendors to provide measurable outcomes of the project. <p>CARRIED</p> 	
05/12/2024	Executive Services Confidential Report Potential Lease Agreement at the Tara Aerodrome	AD6.6.2	<p>That Council receives this report and resolves:</p> <ol style="list-style-type: none"> 1. that the exception in section 236(1)(b)(i) of the <i>Local Government Regulation 2012</i> (Qld) applies in relation to the lease and the easement, such that the disposal is not required to be by way of tender or auction; 2. to offer Rural Fire Service a 30 year lease over the portion of the land surveyed as Lease A, within lot 2 RP96955, for a peppercorn rental amount of \$1.00 exclusive of GST and is not subject to CPI increases; and 3. to grant an easement which burdens that part of lot 2 RP96955 described as Easement B (servient tenement) for the benefit of Lease A (dominant tenement) pursuant to section 82 of the <i>Land Title Act 1994</i> (Qld); <p>CARRIED</p>	Executive Services
05/12/2024	Executive Services Confidential Report Potential Lease Agreement Chinchilla Aerodrome for the Installation of Self-serve JetA1 Fuel Facility	AD6.6.2	<p>That Council resolves:</p> <ol style="list-style-type: none"> 1. that the exception contained within section 236(1)(c)(vii) of the <i>Local Government Regulation 2012</i> (Qld) applies to the proposed lease; 2. to offer IOR Aviation Pty Ltd a 30 year lease over a portion of the land of approximately 300 square metres to be determined by a survey plan, within lot 185 LY920, for the purpose of 	Executive Services

Meeting date	Item description	File No.	Council Resolution/Task	Responsible Division
			<p>installing and maintaining a self-serve fixed JetA1 fuel facility, to include the following conditions:</p> <ul style="list-style-type: none"> a. a market rental amount to be determined by a registered valuer; b. conditions must include ensuring the facility is operated in accordance with all applicable standards and all approvals required by law; c. the lessee to meet all applicable costs of establishing the lease, including survey, valuation and registrations costs; d. such other commercially prudent conditions as may be considered in Council's interests. <p>3. to delegate authority to the Chief Executive Officer to negotiate commercially appropriate terms and to sign all necessary documents to enter into the lease.</p> <p style="text-align: right;">CARRIED</p>	

Deputations (as at 16 January 2025)

Meeting date	Name	Council Resolution/Task	Comments	Responsible Division
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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. Lewis, Executive Services Administration Officer

Title **Executive Services Chief Executive Officer Report January 2025**

Date 3 February 2025

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 Chief Executive Officer during the month of January 2025.

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.

Background Information

Nil

Report

The below lists the meetings, delegations and forums attended by the Chief Executive Officer during the month of January 2025.

Date	Who/Where	Details
1 January 2025	<ul style="list-style-type: none"> Discussions with Local Disaster Management Representatives 	Phone Call
2 January 2025	<ul style="list-style-type: none"> Discussion and update with Jandowae SES Volunteer - SES Door Knocking Activity in Jandowae Discussion and update with QLD SES Executive Director 	Phone Call Phone Call
7 January 2025	<ul style="list-style-type: none"> Meeting with CEO of Isaac Shire Council Meeting with Green Cloud Consulting 	Phone Call Teams Meeting
14 January 2025	<ul style="list-style-type: none"> Pre-agenda Meeting Councillor Information Sessions Development Assessment Panel Meeting 	Dalby Dalby Dalby

15 January 2025	• Adoni Media Training	Dalby
16 January 2025	• Ordinary Meeting of Council	Chinchilla
20 January 2025	• Meeting with Co-existence QLD	Brisbane
21 January 2025	<ul style="list-style-type: none"> • Meeting with Origin • Meeting with Parkway • Meeting with Shell • Meeting with Powerlink • Meeting with Stanwell • Meeting with QLD Manufacturing Institute (QMI) • Meeting with Policy Advisor for the Deputy Premier 	Brisbane Brisbane Brisbane Brisbane Brisbane Brisbane Brisbane
22 January 2025	• SMART Digital Program Project Executive Meeting	Teams Meeting
29 January 2025	• Development Assessment Panel Meeting	Dalby
30 January 2025	<ul style="list-style-type: none"> • Meeting with Southern Downs Regional Council CEO • Meeting with Create Advisory 	Teams Meeting Dalby

Consultation (Internal/External)

Chief Executive Officer

Legal/Policy Implications (Justification if applicable)

Nil

Budget/Financial Implications

Nil

Human Rights Considerations

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

There are no human rights implications associated with this report.

Conclusion

The foregoing represents activities undertaken by the Chief Executive Officer during the month of January 2025.

Attachments

Nil.

Authored by: A. Lewis, EXECUTIVE SERVICES ADMINISTRATION OFFICER

Title	Executive Services Quarterly Report October to December 2024
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Date	13 February 2025
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Responsible Manager	J. Taylor, CHIEF EXECUTIVE OFFICER
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Summary

The purpose of this Report is to provide Council with a summary of the Executive Services Division's strategic and operational activities for the second quarter of the 2024-2025 financial year.

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

There are no personal interests nor conflicts of interest associated with the consideration of this matter.

Officer's Recommendation

That this report be received and noted.

Background Information

The Executive Services Division provides a quarterly report update of general status and performance, providing Council with information on significant activities.

Report

This Report outlines the Executive Services Division activities and outcomes during the second quarter of the 2024-2025 Financial Year.

Consultation (Internal/External)

Consultation has occurred with the following departments within Council:

- A) Legal Services and
- B) SMART Digital Programme

Legal/Policy Implications (Justification if applicable)

There are no legal nor policy implications associated with this report.

Budget/Financial Implications

There are no budget nor financial implications associated with this report.

Human Rights Considerations

Section 4(b) of the *Human Rights Act 2019* (Qld) 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 provides an overview of the Executive Services' strategic and operational activities for the first quarter of the 2024-2025 financial year. It is presented to Council for information and noting.

Attachments

1. SMART Digital Programme 2425 Q2 Update
2. Legal Services Q2 2425 Report

Authored by: A. Lewis, Executive Services Administration Officer



SMART DIGITAL programme

24/25 Q2 COUNCIL UPDATE 'GOING DIGITAL'

ADOPTED DIGITAL STRATEGY TO CONTINUALLY
IMPROVE COUNCIL'S ENTERPRISE CAPABILITIES
ACROSS **PEOPLE + PROCESS + TECHNOLOGY**



Technology

ERP Implementation OneCouncil Phase 2 - Delayed Go Live to 1 August 2024

Enterprise Asset Management (incl Spatial):

Completed:

- Work Order rework for defect management

In progress:

- Field App optimisation

Human Resources Management (Non-Core):

In progress:

- Configuration of HRP Non-Core (Recruitment + Training)

ERP Implementation OneCouncil Phase 3 - Planned Go Live December 2025

Completed:

- Delivered PROD Environment upgrade to 2024B Release

In Progress:

- Data Analysis for PnR
- PnR Configuration Design Workshops Commence with TechnologyOne (TechOne)



People

Learning & Development:

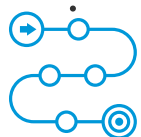
In Progress:

- Development of organisation training materials for HRP Non-Core Recruitment & Training modules

Change Management:

Ongoing:

- Review change impact and support at SLT



Process

In Progress:

- Business Analysis for Current State Processes for PnR
- PnR Work Package Workshops with Implementation partner Green Cloud Consulting (GCC)

WHAT'S NEXT?

FEBRUARY 2025

- HPR (non-core) modules Implementation & Delivery:
 - Recruitment
 - Training

NOVEMBER 2024 - MAY 2025

- Phase 3 PnR Configuration:
 - Property and Rating
 - Regulatory / Compliance
 - Revenue
 - Planning and Building
 - MyCouncil DXP (Digital Experience Platform) App for WDRC community

CONTINUAL IMPROVEMENT - PHASE 1 AND 2:

- Field App & EAM Module function and performance optimisation
- Digitalisation of PDF Forms into OneCouncil for:
 - HRP
 - EAM
 - Finance
- Supplier Portal Implementation & Delivery

STILL TO COME:

- Phase 3.5 planning and implementation:
 - Strategic Asset Management (SAM)
 - Project Lifecycle Management (PLM)
 - DXP LG Meetings
 - VIC Point of Sale (POS) and Inventory System
 - DXP LG Launch to Community

WESTERN DOWNS

LEGAL SERVICES

REGIONAL
COUNCIL

QUARTER 2 REPORT

The in-house legal team handles a variety of tasks to support the Council's operations and ensure compliance with laws and regulations:

- **Advising on Legal Matters:** Providing legal advice to Council members and departments on a wide range of issues, including planning, environmental law, and public health.
- **Drafting and Reviewing Contracts:** Preparing and reviewing contracts for services, procurement, and partnerships to ensure they meet legal requirements and protect Council's interests.
- **Litigation and Dispute Resolution**
- **Compliance and Regulatory Issues:** Ensuring that Council complies with relevant laws and regulations.
- **Property and Land Transactions:** Handling legal aspects of property acquisitions, disposals, leases, and land use planning.
- **Policy Development:** Assisting in the development and implementation of Council policies and procedures to ensure they are legally sound and effective.
- **Public Enquiries:** Representing Council and assisting with public enquiries related to planning, licensing, property and other regulatory matters.

LEGAL SERVICES EXECUTIVE SUMMARY

75.5 Day Average Case Resolution Time

224 Matters received across 4 divisions:

Community Liveability
Corporate Services
Executive Services
Infrastructure

99 Matters completed within Quarter 2.

Personal Development

Our General Counsel and Legal Advisor will attend a conference for Local Government In-house Lawyers.

Legal Services Bursary student continues their legal degree and experience with Council over the University holidays.

Our Paralegal continues their professional development through TAFE Diploma.

Title	Corporate Services Facilities Regional Showgrounds Master Planning
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Date	4 February 2025
Responsible Manager	E. Tierney, FACILITIES MANAGER

Summary

The purpose of this Report is to seek endorsement to complete the master planning for the Dalby and Tara Showgrounds and consider the master planning for the balance of Council's showgrounds as part of Council's annual budget process.

Link to Corporate Plan

Strategic Priority: Active Vibrant Community

- *We are a happy, inclusive community, proud of where we live.*
- *Our parks, open spaces, and community facilities are alive with activities and connect our communities.*

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.*
- *We focus on proactive, sustainable planning for the future.*
- *Our effective asset management ensures that we responsibly maintain our community assets.*

The *Showgrounds Strategy 2023-2038* identifies future possibilities for each Council owned showgrounds. These possibilities reflect each community's character and highlight a range of potential opportunities for specialisation which could be utilised by each showgrounds to improve event attendance, boost the local economy, and ensure long-term success of these community assets.

Material Personal Interest/Conflict of Interest

There are no material interests nor conflicts of interest associated with this proposal.

Officer's Recommendation

That Council resolves to:

- (1) complete the master planning for the Tara Showgrounds generally in accordance with the plans contained within Attachment One;
- (2) complete the master planning for the Dalby Showgrounds generally in accordance with the improvements identified within section 1.2 of this report; and
- (3) consider the preparation of master plans for the balance of its showgrounds as part of the annual budget process.

Background Information

Within the Western Downs Region there are seven showground facilities. Six are Council owned and one is community owned. Dalby Showgrounds, Tara Showgrounds, and Wandoan War Memorial, Racing and Recreation Reserve are Council operated and managed. Bell Showgrounds, Jandowae Showgrounds, and Miles Showgrounds are operated and managed by local committees on behalf of Council. Chinchilla Showgrounds is privately owned and managed by the Chinchilla Agricultural & Pastoral Association Incorporated.

In June 2023, Council adopted the *Showgrounds Strategy 2023-2038*, which has the following vision:

Showgrounds and recreation reserves in the Western Downs play a pivotal role in the community as spaces that support recreational, sporting, and community opportunities. They will continue their transformation to become thriving hubs of community and commercial activity. Our showgrounds and recreation reserves help foster a sense of community and support the economic development of our region.

The vision is supported by the following guiding principles:

Well planned. Showgrounds will be master planned to ensure upgrades and development are adaptable and proactively aligned with future needs and innovative best practices.

Well used. Showgrounds will attract and host a variety of both large-scale and more intimate events to the region that are sustainable and supported by appropriate infrastructure and amenities.

Well governed. Showgrounds will be managed in a way that ensures knowledge is shared, lines of responsibility are understood, risks are managed, volunteers are supported, clear communication channels are developed, and funding is allocated fairly.

Well maintained. Showgrounds will be maintained and upgraded to a standard that reflects their social, economic and cultural importance to the people of the western downs.

In 2024, Council commenced master planning for the Dalby and Tara Showgrounds. Each master planning project has been scoped into four stages; current site analysis; site options, purpose/vision, and concept options; Draft master plan; and Final master plan. Through stages one and two, the consultants have undertaken a comprehensive current state review of each site.

The draft master plans introduce innovative ideas, opportunities, and community-identified projects led by current and future needs analysis ensuring that all plans recognise growth, development, and infrastructure investment are supported by the local community.

Report

1. Dalby Showgrounds

1.1. Alternative Site Analysis

The Dalby Showgrounds is highly utilised by user groups and organisations holding frequent events for the Dalby community and interstate visitors. Through consultation with user groups and observations over the years, site constraints, including site access and proximity to residential zones, have been identified. As part of stage one of the master planning project, consultants identified several potential alternative locations and considered the risks of each site. That assessment determined that the current location is the best location for such a facility.

Over the last sixty (60) years, relocating the showgrounds has been considered on several occasions. A review of Council's records indicates that each time a relocation was contemplated, various constraints or funding impediments conspired to essentially remove any benefits which may have arisen from moving to a new site.

As a result of reviewing Council records and analysing current alternative locations, it is considered that remaining at the current site is the most suitable option.

1.2. Master Plan Options and Headline Improvements

The future needs and potential opportunities for the Dalby Showgrounds have been explored in several options. These options have been distilled into one, which will achieve the vision of a rural town showground that provides local organisations with a facility to deliver community events. The high-level cost estimate for

this option is \$8,700,000 and as the project progresses, more refined costs can be provided. Examples of the improvements within the preferred option are:

- (a) replace aging stable blocks and infrastructure;
- (b) replace temporary infrastructure with permanent;
- (c) replace hard to relocate equipment;
- (d) on-site machinery and equipment (hirable by users);
- (e) increase storage;
- (f) drainage improvements;
- (g) online booking system;
- (h) kitchen expansion; and
- (i) use of Bligh Street to meet existing capacity requirements.

1.3. Remaining Scope and Project Delivery Timeline

The project scope of works remaining for the Dalby Showgrounds master planning project encompasses stage three (draft master plan) and stage four (final master plan). The expected completion of this project is August 2025. The key stages and check in points expected throughout the remaining project delivery include:

- (a) March 2025 - developing the draft master plan for the preferred option;
- (b) May 2025 - Presentation of draft master plan to Council;
- (c) June 2025 - User group feedback and broad community engagement;
- (d) July 2025 - Revision of master plan; and
- (e) August 2025 - Presentation of final master plan to Council.

2. Tara Showgrounds

2.1. Master Plan Options and Headline Improvements

The proposed vision of the future Tara Showgrounds is a well-appointed, volunteer-led rural showground that unites locals and visitors to share interests to celebrate culture. To achieve this vision, principal improvements identified include entry, access and signage; staged drainage improvements, amenities upgrades, multipurpose covered area and storage, pavilion refurbishments and a booking system (refer Attachment One).

2.2. Remaining Scope and Project Delivery Timeline

The project scope of works remaining for the Tara Showgrounds master planning project is stage four (final master plan). The expected completion of this project is May 2025. The key stages and check in points expected throughout the remaining project delivery include:

- (a) March 2025 - user group feedback and broad community engagement;
- (b) April 2025 - Revision of master plan; and
- (c) May 2025 - Presentation of final master plan to Council.

Consultation (Internal/External)

A comprehensive stakeholder engagement programme with Dalby and Tara user groups was undertaken during stage two of each master planning project. User group feedback and consultation was conducted through face-to-face consultation and the collection of survey responses. All meetings were facilitated by Council and held at the respective showgrounds.

Legal/Policy Implications (Justification if applicable)

There are no legal nor policy implications associated with the consideration of the current master planning projects at Dalby and Tara Showgrounds.

Budget/Financial Implications

The Dalby Showgrounds master planning project has a remaining operational budget of \$29,420 for the 2024/2025 financial year. The Dalby Showgrounds Master Plan is expected to be completed in the 2025/2026 financial year. The updated project delivery timeline will impact the current operational budget with an expected under spend of \$23,687 for the 2024/2025 financial year, and an expected 2025/2026 operational budget required of \$33,687 to complete the project. The project is expected to cost \$139,233 over its life.

The Tara Showgrounds master planning project has a remaining operational budget of \$12,302. The remaining project scope can be accommodated within the existing operational budget.

There are no immediate budget impacts for the balance of Council's showgrounds. The preparation of these master plans will be undertaken as part of Council's annual budget process. Any future development in association with the master plans would be subject to normal budget deliberation processes and would need to align with Council's financial sustainability objectives.

Human Rights Considerations

Section 4(b) of the *Human Rights Act 2019* (Qld) requires public entities '*to act and make decisions in a way compatible with human rights*'. All activities have been undertaken in accordance with Council's human rights obligations.

Conclusion

This report will enable the progression of the Dalby Showgrounds master plan in accordance with the improvements identified within section 1.2 of this report and progress the draft master plan for the Tara Showgrounds. Endorsement of this report and its recommendations is now requested to enable Council to progress to the next stages of these master planning projects for Dalby and Tara Showgrounds.

Attachments

1. Draft Tara Showgrounds Master Plan

Authored by: Jenna Jenkins, Co-ordinator Facilities Strategic Planning



ASSOCIATED DOCUMENTS

Ensure Master Plan is read in conjunction with the full Master Plan Report inclusive of the Prioritised Implementation Plan (PIP) which elaborates on the Master Plan legend and listed improvements.

LEGEND

- | | |
|--|---|
| 1 Potential new dam location | 14 Proposed new internal race track road |
| 2 Upgrade existing cricket amenities | 15 Observation tower 3 location |
| 3 Existing cricket oval | 16 Proposed new powered camping area with water |
| 4 Upgrade existing site entry- refer sheet 2 and PIP for details | 17 Potential new dam location |
| 5 Beautification of existing caretakers house- refer sheet 2 and PIP for details | 18 Existing polocrosse fields |
| 6 Main pavilions and stables, refer sheet 2 and PIP for road, car parking and building upgrade details | 19 Observation tower 4 location |
| 7 Existing racecourse- refer sheet 2 and PIP for improvement details | 20 Existing Don Taylor Oval/sheep yards zone, refer sheet 2 and PIP for improvement details |
| 8 Existing rodeo zone- refer sheet 2 and PIP for upgrade details | 21 Proposed new polocrosse powered camping area with water |
| 9 Existing campdraft/main show arena | 22 Existing polocrosse zone, refer sheet 2 for upgrade details |
| 10 Proposed new internal road | |
| 11 Proposed new site entry with ticket box | |
| 12 Existing camping and pony club area | |
| 13 Observation tower 2 location | |

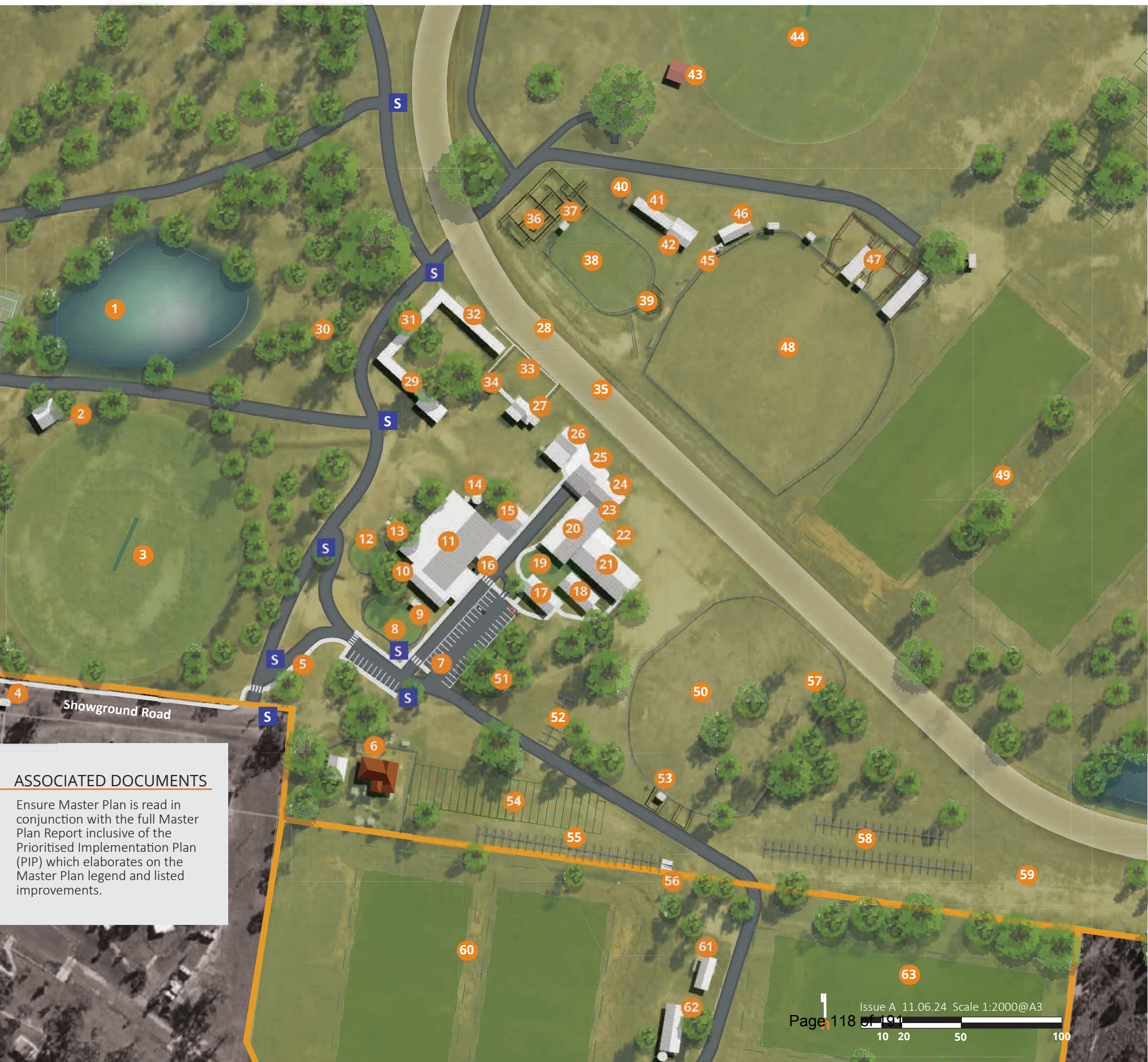
SITE WIDE INFRASTRUCTURE IMPROVEMENTS

- Site survey, drainage design and grading and drainage rectification works.
- Replace existing grandstands as they reach "end of life" with new portable covered grandstands.
- Audit access and inclusion across site and implement recommendations.
- Production of a site-wide infrastructure manual to guide maintenance, improvement and capital works in relation to finishes, colour palettes and signage.
- Design and staged implementation of updated wayfinding signage.
- Provision of site-wide WiFi and multi-zone public announcement system.
- Implementation of a landscape management plan in accordance with Infrastructure Manual.
- Energy efficiency upgrades (solar PV, battery storage, EV charging stations).

NOTE

This Master Plan drawing is conceptual only and shall not be used for tendering and/or construction purposes. All works are subject to Council approval. Future engineering detailed design shall refine proposed building works, footpath locations and drainage designs.

Issue A 11.06.24 Scale 1:4000@A3
20 40 100 200



LEGEND



Boundary lines



Proposed wayfinding signage location

- | | |
|--|---|
| 1 Potential new dam location to assist in site drainage and water storage | 30 Existing race wash down bays |
| 2 Upgrade existing cricket amenities- refer PIP | 31 Existing racing stable B |
| 3 Existing cricket oval | 32 Existing racing stable C |
| 4 Upgrade site entry with new ticket booth, refurbished gates and posts, and new DDA compliant footpaths | 33 Existing race mount yard |
| 5 New DDA compliant footpaths, crossings and lighting throughout site | 34 Replace steps on observation/race callers tower 1 |
| 6 Undertake beautification works to existing caretakers house- refer PIP | 35 Audit and upgrade running rail of existing racecourse track |
| 7 New formalised car parking zones | 36 Upgrade existing rodeo yards- refer PIP |
| 8 Existing cattle show ring | 37 Existing judges box and rough stock chutes |
| 9 Existing shelter | 38 Upgrade existing rodeo arena- refer PIP |
| 10 Retain existing cattle pavilion (no.3) | 39 Timed stock yard |
| 11 Replace existing Cattle Pavilions 1 and 2 and Sheep Pavilion 1 and 2 with new 40m x 30m undercover pavilion for storage and multi-use | 40 Remove existing storage container (allocate storage bay in new storage shed for Tara Festival) |
| 12 Existing round yard | 41 Existing shelter |
| 13 Existing animal wash down | 42 Existing campdraft canteen |
| 14 Existing water tank and pump shed | 43 Existing shelter |
| 15 Existing amenities (toilets and showers) | 44 Existing pony club/ open space/ camping (previously cricket pitch) |
| 16 Retain existing power pole and design new undercover pavilion around pole | 45 Existing picnic shelters |
| 17 Upgrade existing Poultry Pavilion to enable event hire - refer PIP | 46 New campdraft toilets and showers |
| 18 New 9m x 20m shared storage shed including ramps and footpath access to Founders and Poultry Pavilions | 47 Upgrades to existing campdraft cut out and campdraft, cattle and sheep yards- refer PIP |
| 19 Open grassed area for sheep and Quick Shears sheep yard location with new poles for shade sails | 48 Existing campdraft/main show arena |
| 20 Minor improvements to existing undercover arena- refer PIP | 49 Existing polocrosse fields |
| 21 Upgrade doors and interior of the existing Founders Pavilion - refer PIP | 50 Replace boundary fencing to Don Taylor Oval (novice sheep dog arena) |
| 22 Existing Women's Auxiliary Room | 51 Existing prime cattle yards |
| 23 Design and construct covered connection structure between existing grandstand bar and undercover arena | 52 Existing day yards (14) |
| 24 Existing grandstand bar | 53 Upgrade existing sheep yards and install poles for shade sails |
| 25 Existing grandstand and show society office- upgrade show society office- refer PIP | 54 Proposed new polocrosse powered camping area with water |
| 26 Extend, construct new kitchen and refurbish dining area of Betty Gill Memorial Luncheon Hall | 55 Existing polocrosse day stalls (46) |
| 27 Existing jockey rooms/race secretary office | 56 New wash bays |
| 28 Existing finishing post | 57 Observation tower 4 location |
| 29 Existing racing stable A including swabbing stall and on course stables | 58 Existing polocrosse day stalls (92) |
| | 59 Existing polocrosse camping area |
| | 60 Existing polocrosse fields (1 x standard size, 1 x non-standard) |
| | 61 New polocrosse amenities building- refer PIP |
| | 62 Existing polocrosse bar and canteen |
| | 63 Existing polocrosse fields (1 x standard size, 1 x non-standard) |

ASSOCIATED DOCUMENTS

Ensure Master Plan is read in conjunction with the full Master Plan Report inclusive of the Prioritised Implementation Plan (PIP) which elaborates on the Master Plan legend and listed improvements.

Title **Rotary Park Playground Tara inclusion into Aquatic Precinct**

Date 20 February 2024

Responsible Manager E.Tierney - FACILITIES MANAGER

Summary

The Purpose of this report is to seek approval to include the Tara Rotary Park playground within the Tara Aquatic precinct and adjust the Tara Aquatic Centre Fence project budget in accordance with the *2024/2025 Budget - Council Policy*.

Link to Corporate Plan

Strategic Priority: Active Vibrant Community

- Our parks, open spaces, and community facilities are alive with activities and connect our communities.

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

- Our effective asset management ensures that we responsibly maintain our community assets.

Taking advantage of potential synergies between adjoining recreational uses to assist with further activating existing infrastructure will assist with providing attractive, safe, and accessible community facilities.

Material Personal Interest/Conflict of Interest

There are no personal interest nor conflicts of interest associated with the consideration of this matter.

Officer's Recommendation

That Council resolve to:

- (1) include the Tara Rotary Park playground within the Tara Aquatic Centre precinct; and
- (2) increase the Tara Aquatic Centre fence capital budget for the 2024-2025 financial year by \$57,783.00.

Background Information

Following a request for officers to explore the inclusion of the Tara Rotary Park with the Tara Aquatic Centre, investigations have been undertaken of the history of the park and the costs of including it within the aquatic centre. This report details the research undertaken for the consideration of the inclusion of the playground within the Tara Aquatic Centre. Sections of the fencing associated with the Tara Aquatic Centre are scheduled for replacement this financial year, so it was timely to undertake this exercise, as it could be incorporated into the existing capital programme, if it is determined to proceed within including the park within the pool precinct.

The Tara Aquatic Centre replacement was completed in September 2023. Throughout community engagement leading into the construction of the new facility, the opportunity to include the playground within the aquatic precinct was raised (this is referenced in Attachment One, *Tara pool feedback session*, and Attachment Two, *Tara Pool Precinct Master Plan presentation*). Due to budget constraints for the project, the incorporation of the playground within the aquatic precinct at the time of pool construction did not eventuate.

The original Rotary Park was funded and developed by the Tara Rotary club in the late 1960s and early 1970s. Since this time the Tara Rotary Club is believed to have folded in some time during the 1980s. The current

playground was installed approximately ten (10) years ago and has an estimated remaining useful life of five to ten (10) years. It is noted that park patronage is currently limited with families opting to utilise the recently upgraded Tara Lagoon Parkland playground or Lions Park, both of which are proximate to Rotary Park.

Report

The inclusion of the Tara Rotary Playground within the Tara Aquatic Centre poses some issues for consideration. Namely, that the park/playground will no longer be available for free use by the community as the aquatic centre involves an entry fee. Essentially this action reduces the total quantity of public parks in the township of Tara by one.

The current surface of the Rotary Park playground is a bark/ mulch make up, this surface is not usually conducive to an aquatics environment with material being transported from the playground to the pool. It is recommended that when the surface is due for renewal it is replaced with softfall, which would be an increased renewal cost in comparison to bark/mulch. It is expected the replacement would be required within the next three years.

As stated within the background, sections of the fencing associated with the Tara Aquatic Centre are scheduled for replacement this financial year (which includes the area bordering the park). That project cannot be delayed, due to it being a fence around a swimming pool. However, the project could be expanded to include the extension of the fencing around the park. Ultimately, this would be a more efficient method, as opposed to fencing the pool now, only to remove sections of new fence in a few years time, in order to expand the footprint to include the adjacent park.

The redevelopment of the aquatic centre had intended to incorporate the adjoining parkland but this had to be removed from the final project due to budgetary constraints. Consequently, the only reason it is currently separated from the aquatic precinct is due to budgetary constraints at the time of the pool's redevelopment. The advantage of the having the two activities in the one precinct is that children can be more readily monitored (observed) as they gravitate between the two activities. It will also allow for greater activation of this space in a safe manner. The park is located between a railway line and a main road, with no protection from either. Its inclusion within the fenced aquatic centre precinct provides a further activity for users of the pool, in a safe environment.

Consultation (Internal/External)

Discussion with local community to this point has been predominantly around the construction of the aquatic facility, as evidenced in attachments one and two. Following Council's decision on the inclusion of the playground, it is recommended that targeted communication be shared with the Tara community, if Council endorses the inclusion of the playground within the aquatic facility.

Council's Parks and Recreation team has been engaged with this discussion and has provided information that is detailed in this report.

Legal/Policy Implications (Justification if applicable)

There are no legal nor policy implications associated with the consideration of this matter.

Budget/Financial Implications

If it is decided to incorporate the Tara Rotary Park Playground into the Tara Aquatic Centre, an additional \$57,783.00 will be required for the current Tara Aquatic Centre fence capital budget allocation for the 2024-2025 financial year.

Human Rights Considerations

Section 4(b) of the *Human Rights Act 2019* (Qld) 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

As per a request to officers, research has been undertaken into the inclusion of the Tara Rotary Park Playground within the Tara Aquatic Centre. It is recommended that council endorse the playground inclusion to the Aquatic Precinct and increase the current capital budget for the Tara Aquatic Centre fence replacement.

Attachments

1. Tara pool feedback session
2. Tara Pool Precinct Master Plan presentation

Authored by: E.Tierney - MANAGER FACILITES

Tara Pool feedback sessions : General feedback/comments (incl subsequent emails)

- Initial push 50 vs 25 (x20+ comments)
- Beef up the promotional side when it's in (....."visit Tara lagoon, heated public pool, camping and caravans") (x2)
- Concern regarding capacity in the pool at any one time , particularly school events (x10)
- Unacceptable timeframe to build, we need it next season (x2)
- Improve connectivity and safety upgraded footpath network between pool town and school (x2)
- Need an alternative offer for community for next season
 - Community transport to attend other pools (x15)
 - Subsidy for school to meet their sporting curriculum elsewhere (x3)
 - Also travel time loss for mainstream curriculum hours (x1)
 - Risk of losing swim club members to other locations, ongoing viability
- Spa for physical therapy (x1)
- Bore spa, plus heat the pool from bore (x1)
- Not too much grass, with no water it will be dirt in no time, need an alternative (x4)
- Astroturf burns feet (x2)
- Ants on grassed area need to be controlled, significant problems in past (x2)
- Depths
 - Unsuitability (?) for Bronze medallion training (treading water etc) (x1)
 - 1.5m at deep end, not deep enough for safety (x4)
- Hot water showers (x8)
- Kids pool needs to be heated as well (x20+)
- Wading pool too far away from main pool for supervision (x4)
- Don't shade the pool, we have tried before (x1)
- Future fit design for potential enclosure downstream (x4)
- Bigger and or more, mobile covered grandstands (x5)
- Solid roof over grandstand (x8)
- Portable grandstand to allow to turn around for other grass activities/events (x3)
- Must be heated and be shaded (x20+)
- Don't just extend season, open up 12 months of year with heating (x3)
- Extend season for more than 1 month each side (x7)
- Electronic touch pads (x1)
- Wave control lane ropes to be supplied by Council and side lane barriers (x4)
- Swim Club alternative not big enough (x9)
- Tribute to the memorial pool community group who built, maybe name new grandstand after them (x1)
- Insufficient storage (x4)
- Want a back up pump system in event of failure (x1)
- Use of rotary park for dual access toilets/ or toilets access to road as well (x3)

TARA POOL PRECINCT MASTERPLAN

CURRENT SITUATION

- Constructed in 1960's
 - Life expectancy current pool - 50 years
 - Major structural problems identified by structural engineer including degradation of pipework and dilapidation of the treatment system
 - Current remediation works for the concourse certified until June 2021
 - Pool must be replaced



Spalling under concourse





WAY FORWARD

- Council budget \$3M - 25m pool
- Additional budget allocation for the preparation of a Pool Precinct Masterplan
 - Strategy to redevelop entire site to realise untapped potential
 - Safe, vibrant spaces with equitable, dignified and independent access for all users
 - Increase use of pool, activate precinct and connect community physically and socially

SITE

No short-term plans for relocation of fire station and SES facilities



Current extent of existing site

Adjacent playground block to be incorporated into masterplanning



YOUR IDEAS

- How do we make best use of the pool?
 - Community vs championship? (or both?)
 - Social hub or training focus?
 - FINA and Education Queensland standards?
- What are the must haves?
- Where is the best location on the site?
- Value add ideas
 - Other amenities e.g gym, playground
 - Heating

Title	Corporate Services Report Quarter Two 2024-25 Operational Plan and Enterprise Risk Management Review
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Date	20 January 2025
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Responsible Manager	P. Greet, CUSTOMER SUPPORT AND GOVERNANCE MANAGER
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Summary

The purpose of this report is to provide Council with the second quarter progress in achieving the actions outlined in the *2024-25 Operational Plan* and the status of the strategic risks which Council manages under the *Enterprise Risk Management Framework*.

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.*

The Operational Plan update and Enterprise Risk Management review enables Councillors and the organisation to regularly monitor the performance of Council's functions in the delivery of its operational and capital initiatives.

Material Personal Interest/Conflict of Interest

There are no personal interest nor conflicts of interest associated with this report.

Officer's Recommendation

That Council resolves to receive the *Quarter Two 2024-25 Operational Plan and Enterprise Risk Management Review*.

Background Information

Review of Annual Operational Plan

Section 174(3) of the *Local Government Regulation 2012* requires:

The Chief Executive Officer must present a written assessment of the local government's progress toward implementing the annual Operational Plan at meetings of the local government held at regular intervals of not more than three months.

Review of Enterprise Risk

Sections 164(1) and 175(b)(ii) of *Local Government Regulation 2012* provide legislative context for Council's requirement to establish an effective risk management system. Whilst not mandated by legislation, it is expected that local government risk management activities are undertaken generally in accordance with AS (*Australian Standard*) *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 management culture and provides informed decision making by considering risks 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 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/managers as an ongoing function of management and at least each quarter as part of the quarterly review. The register can be viewed anytime by senior management and is presented regularly to the Audit Committee and Executive Leadership Team.

Council also maintains a separate *Fraud Risk Register*. The *Fraud Risk Register* is reviewed by responsible risk owners/managers as an ongoing function of management and at least quarterly as part of the quarterly review.

To assist senior management in complying with its responsibilities in relation to risk management, managers are required to complete an *Annual Risk Statement* at the end of the financial year. The purpose of the statement is to ensure that managers consider risk specific to their strategic objectives, day to day operations, projects and events, ensuring risks are being identified, included in the relevant register and appropriate controls are in place to mitigate the identified risk.

Report

Quarterly Review of Operational Plan

Attachment One contains the second quarter review of the *2024-25 Operational Plan*, with the 'quarter progress' and 'measure of success' identified against each of the plan's success drivers. The status and success indicators for the strategic priorities in the *2024-25 Operational Plan* show Council has made progress on the delivery of its commitments.

Quarterly Review of Enterprise Risk

The *Enterprise Risk 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 a review undertaken at least quarterly. Operational risks are monitored by responsible risk owners/managers at an operational level and within normal management capacity. Should any of these risks become a concern the relevant risk owners/manger will seek direction from the Executive Leadership Team to implement mitigation strategies outside of their normal operational resources.

The register is reviewed as part of the corporate quarterly review process. At the end of the second quarter, all risks identified in the *Enterprise Risk Register* are deemed manageable and/or acceptable within normal day to day management and where required, have treatment action plans in place to address improvement in controls.

The *Fraud Risk Register* is also reviewed as part of the corporate quarterly review process. Fraud risks are reviewed by the risk owners/managers to ensure risks are being identified and controls are in place to mitigate or reduce the risk.

Consultation (Internal/External)

The quarterly review of the *2024-25 Operational Plan*, the *Enterprise Risk Register* and the *Fraud Risk Register* is developed from information provided by each responsible manager.

Legal/Policy Implications (Justification if applicable)

There are no legal nor policy implications with the consideration of the *2024-25 Operational Plan*, the *Enterprise Risk Register* and the *Fraud Risk Register*.

Budget/Financial Implications

There are no budget nor financial implications associated with the consideration of the *2024-25 Operational Plan*, the *Enterprise Risk Register* and the *Fraud Risk Register*.

Human Rights Considerations

Section 4(b) of the *Human Rights Act 2019* (Qld) 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 second quarter review of the *2024-25 Operational Plan* shows Council is on track towards the delivery of its commitment in 2024-25.

The second quarter review of the *Enterprise Risk Register* by responsible risk owners/managers reveals no major uncontrolled risks of concern to the organisation. The challenge to management is to continue to embed a risk aware culture, which still allows the organisation to be poised to take advantage of opportunities as they arise. Naturally, there are risk around fraud and workplace health safety for which the organisation has a zero-risk

appetite. A separate Fraud Risk Register services to separately highlight this category of risk to both management and the organisation.

Attachments

1. *Quarter Two 2024-25 Operational Plan and Enterprise Risk Management Review*

Authored by: W. Burton, PERFORMANCE, RISK AND REPORTING OFFICER

OPERATIONAL PLAN 2024-25

QUARTER TWO REVIEW

1 October 2024 to 31 December 2024

The *2024-25 Operational Plan* is developed by the Senior Leadership and Executive Leadership teams of Western Downs Regional Council, in response to the commitments of Council's *Corporate Plan 2021 - 2026*

A DIVERSE REGION AT THE FOREFRONT OF THE CHANGING WORLD

MEANINGFUL COMMUNICATIONS & COMMUNITY ENGAGEMENT

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 telecommunications and digital connectivity to support and advance our region

Risk Appetite Statement

Council has a high appetite for initiatives where there is good understanding of the risk, and there is confidence that the outcomes will lead to significant business improvements or service delivery

Culture Statement

Here at Western Downs Regional Council - *It's The People that Make It!*
We act as one, committed to empowering productive teams with our people enjoying high levels of personal job satisfaction.

Safety Statement

Council is committed to maintaining a safe working environment for all its employees, contractors and visitors. At work, our primary objective is to put health, safety and well-being first.

Managing Operational Risks

Section 175 of the *Local Government Regulation 2012* requires that the Operational Plan include a statement as to how Council manage operational risk. The operational planning process includes management of Council's strategic and operational risks. Council's commitment to risk management is outline in the *Enterprise Risk Management Policy* and *Enterprise Risk Management Framework* and is guided by the *Risk Management Standards AS ISO 31000:2018*







Commercial Business Units

An annual performance plan for each commercial business unit of the local government is required to be included (where applicable) in the operational plan. In assessing Council operations in line with the annual expenditure threshold limits for significant business activities prescribed within the regulation; Council does not currently operate any commercial business units as defined within the legislation.

Review and Reporting

Council's *Corporate Plan 2021 - 2026* provides clear and concise strategic direction to guide operational activities. The plan identifies four strategic priorities (Strong Diverse Economy | Active Vibrant Communities | Quality Lifestyle | Sustainable Organisation) and outlines the success we are aspiring to achieve under each of the priority area. The operational plan is reviewed, assessed and reported 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.

Quarterly Progress Legend

	On Track	Is progressing as scheduled towards being completed by the expected completion date
	Not Started	Not scheduled to commence until later in the Operational Plan cycle
	Needs Attention	Factors affecting the delivery
	Completed	100% complete within the expected completion date, no further reporting required
	Not Achieved	Will not be achieved
	Extended	Not delivered by the expected completion date but will be completed at a later nominated date

ENTERPRISE RISK MANAGEMENT

Quarter Two 2024-25


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 year Financial Plan) is undertaken (proactive) which includes scenario analysisIncome & expenditure modelling is undertaken including using conservative population growth forecasts (proactive)Strategic asset management planning, linking into Capital & Maintenance Works Programs (10 Year Program). 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 2021-2026 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)Database replication (every 15 minutes to Azure)Virtual server backups daily (and replicated to Azure)Virtualised server environment (Proactive)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, Disaster Recovery and Incident Response Plan (Proactive)Mobile device/storage encryption (Proactive)Staff awareness program on cyber security (Proactive)Endpoint security platforms in place (Proactive)Data Loss Prevention (DLP) service in place (Reactive)Ongoing security/penetration testing (Proactive)Biannual Testing of Disaster Recovery - one Isolation disaster recovery test and one full disaster recovery test (Proactive)Up to date Policies (Proactive)Cyber security insurance (Reactive)Identity and user access control - ensuring effective role-based security (Proactive)OneDrive Data Sync (End User Devices: Documents, Desktop, Favourites folders)	Moderate	Possible	Moderate	Good	RETAIN the Risk	ICT Manager
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 conducted to identify critical business functions/services required to operate during a disruptive event (Proactive)Business Impact Analysis reviewed and endorsed by Executive Management Team (Proactive)Business Continuity Plans developed and stored in the cloud for all critical functions/services identified by Business Impact Analysis (Proactive)Business Continuity Plans endorsed by Executive Management Team (Proactive)Business Continuity Plan Policy, Framework, Business Impact Analysis and Business Continuity Plans independently reviewed (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 or recover 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	Major Moderate	Possible	Significant Moderate	Fair	RETAIN the Risk	Disaster Management Officer


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 programmes (Proactive) Staff Mentoring program Internal Communication Systems (Intranet, staff meetings, messaging, localising, and engaging) (Proactive) GROW@Work programme Staff Leave management (Proactive) Performance management (Proactive) Staff values clearly communicated (Proactive) WorkVibe (Proactive) 'We Are WDRC' Awards (Proactive) Employee Wellness Programmes (Proactive) Safety First (Proactive) 	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) Ethics and Fraud LMS module (Proactive) Focus on building positive organisational culture (Proactive) 	Moderate	Possible	Moderate	Good	RETAIN the Risk	Customer Support and 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 consultation, 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) Focus training is delivered to staff based on a needs analysis (Proactive) A rehabilitation service is in place for early return to work of injured workers (Proactive) Upskilling training is provided for WHS Advisors and IR&R(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. Mental Health/Wellbeing programs, 10,000 steps, flu vaccinations, job specific immunisations) (Proactive) Pre-employment medicals/declarations and Fit for Work assessment A fleet risk management plan has been developed with improvement actions identified. Targeted training implemented for repeat incidents (Proactive) 	Moderate	Unlikely	Moderate	Good	RETAIN the Risk	Chief Human Resource Officer

Strategic Priority: Strong Diverse Economy (Progress) 										
Success Drivers	Actions	Accountability	Expected Completion Date	Q1 Progress	Q2 Progress	Q3 Progress	Q4 Progress	Amended Completion Date	Measure of Success (a measurable outcome as direct result of this Action)	Quarterly Outcome
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 by local	Identify opportunities that facilitate new investment to the region (including in tourism).	Economic Development Manager	30/06/2025	<div></div>	<div></div>				Complete industry-specific investment attraction plans, including the development of promotional materials. Plans to target 1. renewable-components manufacturing, 2. recycling, 3. bio-energy and fuel, 4. visitor economy.	Final draft developed for investment attraction roadmap prepared. Further industry specific action plans to be completed.
	Enable aggressive investment attraction to the region.									Expression of Interest to attract high-impact industry will be released on 13 January 2025.
	Investigations for the Western Downs Planning Scheme Amendment Three is progressed and thoroughly examined.	Planning and Environment Manager	31/12/2024	<div></div>	<div></div>			30/06/2025	Complete planning studies to address the eight amendment items agreed by Council in December 2023.	Project has been delayed due to delayed announcement by the Queensland Government regarding the 'Scheme Supply Fund' program, which was announced in August 2024. This program would have provided funding for the scheme review and aimed to 'reduce regulatory barriers and unlock more homes faster'. Council made an application in September 2024, announcements for this program were anticipated prior to the State Election but no further announcement has been made. This program is now expected to be announced by the end of February 2025.
	Identify and enable opportunities that facilitate industry leading trials or adoption of new innovation and technologies in the region.	Economic Development Manager	30/06/2025	<div></div>	<div></div>				In partnership with Toowoomba and Surat Basin Enterprise, provide support to innovative and industry leading trials in the Western Downs.	The facilitation of an industry leading trial is challenging for stakeholders involved. Instead, Toowoomba and Surat Basin Enterprise will promote and support a number of innovative businesses through marketing and promotion in quarter three and quarter four.
	Review water supply options to increase regional water security.	Utilities Manager	30/06/2025	<div></div>	<div></div>				<i>Regional Water Supply Security Assessment</i> recommendations are reviewed, and present overview of water supply strategy to Council.	Presentation draft complete; Council report to follow.
	Water supply improvements progressed for economic growth in Dalby.	Utilities Manager	30/06/2025	<div></div>	<div></div>				Continued development of Dalby Water Supply Strategy by: 1. completing desktop review of available water allocations for Dalby and investigating alternative supply opportunities; and 2. presenting overview of findings to Council.	Presentation complete. Further investigation into Condamine Alluvium in progress.
	Enable and support growth of our tourism product across our region.	Economic Development Manager	31/12/2024	<div></div>	<div></div>			31/03/2025	Complete planning and promotion for one new bookable experience though the Chinchilla Visitor Information Centre, to commence delivery throughout tourism peak period (March - October).	Final planning for the delivery of fortnightly Chinchilla Cemetery Tours, which will commence on 8 April 2025 to align with the peak tourism season. Promotion of tour to commence in quarter three.
	Enable business and industry to actively live and buy local.	Economic Development Manager	30/06/2025	<div></div>	<div></div>				Delivery of the Buy Western Downs and #ExperienceWesternDowns program Local Led Economic Recovery (grant funding received), including the development of the Buy Western Downs module on the website, delivery of the marketing campaign, and a small business marketing roadshow in six towns.	To date, three hundred and eight (308) businesses listed on the business directory. Two community activation events delivered in Dalby and Chinchilla. Five face-to-face Building Digital Capability Workshops delivered with a total of seventy-four (74) attendees. One virtual Building Digital Capability Workshop delivered. Buy Local Campaigns in Chinchilla and Dalby supported.
	The Western Downs workforce is growing, optimised and fit for the future.	Economic Development Manager	30/06/2025	<div></div>	<div></div>				Engage specialised consultants to complete skills strategy to both enable 'growing local talent' as well as 'attracting skilled workforce' to the region.	Chief Human Resources Officer attended Work Force Planning course delivered by Local Government Association of Queensland (LGAQ). Economic Development team will deliver Regional Workforce Plan in quarter three and quarter four.

Strategic Priority: Active Vibrant Community (People) 										
Success Drivers	Actions	Accountability	Expected Completion Date	Q1 Progress	Q2 Progress	Q3 Progress	Q4 Progress	Amended Completion Date	Measure of Success (a measurable outcome as direct result of this Action)	Quarterly Outcome
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	Progress the Dalby Cultural Centre project.	Communities Manager	30/06/2025	<div></div>	<div></div>				Engage with Resources Community Infrastructure Fund (RCIF) to ensure compliance with grant conditions. Complete Land Management Plan process. Complete detail design ready for tender. Complete procurement and tender process in partnership with Facilities department.	Concept design was approved on 21 November 2024. and approval received to continue with the balance of the project. Engagement with Resource Community Infrastructure Fund is ongoing. The Development Assessment and Land Management applications started after the concept design was approved. Complete detail design ready for tender. Receive design costings from OMA Architects to help complete procurement and tender process in partnership with the Facilities department.
	Ensure community groups have access to a single, user friendly webhosting platform to host public facing information, contact details, community events and other relevant data to a central point.	Communities Manager	31/12/2024	<div></div>	<div></div>			31/03/2025	Update the Welcome Guides.	For final completion, awaiting updated photography due by February 2025.
	Our community is informed by proactive and timely communications and given the opportunity to have its say on issues that matter to it.	Communications and Marketing Manager	30/06/2025	<div></div>	<div></div>				Increase community engagement satisfaction score from 3.65 to 5.5 (out of ten) Increase communication satisfaction score from 4.07 to 5.5 (out of ten).	Report was delivered to Council in November 2024 to advise the outcome of our <i>Communications and Community Engagement Strategy</i> pulse check. The pulse check findings highlighted Council is increasing both communication and community engagement satisfaction. Scores are as follows: - Community engagement satisfaction increased from 3.65 to 4.45 (out of 10). - Communication satisfaction increased from 4.07 to 4.58 (out of 10).
	A Council wide online based ticketing system for events and programs (NOTE: not for facilities bookings) to replace the various platforms used.	Communities Manager	30/06/2025	<div></div>	<div></div>				Complete review of online ticketing systems and, subject to recommendations and further approval, implement a suitable system that can be used for all departments hosting programs, projects and events that require ticketing.	Initial review undertaken. Further review required and recommendation to be finalised.
	Community groups operated by volunteers using Council facilities (liaison and agreements) have access to a quality community data base and calendar of events.	Communities Manager	30/06/2025	<div></div>	<div></div>				Complete review of the suitability of My Community Directory. Develop and implement governance support workshops free-of-charge to community groups. Review funding models for community groups and showground users.	My Community Directory reviewed and engagement with and promotion to community groups is ongoing. Workshop to be delivered in early quarter four. Funding model review completed as part of <i>Community Tenure Strategy</i> .
	Strengthen our community organisations' future sustainability, in specific galleries and museums.	Communities Manager	30/06/2025	<div></div>	<div></div>				Develop a strategy for the management of museums and galleries.	Consultation with museums and galleries complete. Project on track.
	Engage creatively and through tactical literature with youth.	Communities Manager	30/06/2025	<div></div>	<div></div>				Deliver the travel story-telling competition project for children up to thirteen (13) years of age. Deliver the story telling and story visualisation competition with youth and young adults, fourteen (14) to twenty-five (25) year olds, using videography, graphics and other digital media.	Project plans completed. Delivery set for early quarter four.

STRATEGIC PRIORITY: QUALITY LIFESTYLE (PLACE) 										
Success Drivers	Actions	Accountability	Expected Completion Date	Q1 Progress	Q2 Progress	Q3 Progress	Q4 Progress	Amended Completion Date	Measure of Success (a measurable outcome as direct result of this Action)	Quarterly Outcome
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	Implementation of new cemetery operating model.	Parks and Recreation Manager	30/09/2024	➔	➔			30/06/2025	Deliver information sessions to our key stakeholders on policy/process change and make this information available to the community,	Currently with Legal Counsel to progress with the Executive Leadership Team.
	Review Council boat ramp operations at our regional recreational sites.	Parks and Recreation Manager	30/06/2025	●	●				Commence the development of a new operating model for our regional boat ramps (including pontoons).	Works have been awarded for depth/hazard surveying and standard work practices are under development.
	Council inspects and assesses the condition of underground stormwater assets.	Senior Works Manager	30/06/2025	●	●				Targeted inspection and condition survey undertaken of underground stormwater infrastructure assets.	Planning underway and quotes obtained.
	Council is proactively focusing on maintaining and improving roadside drainage to protect our road assets and improve amenity to the surrounding community.	Works Manager Maintenance	30/06/2025	●	●				Increased roadside drainage maintenance is undertaken proportional to the Operational Budget initiative.	A regional drainage program for urban drainage has been prepared and was presented to the Executive Leadership Team and Councillors in November 2024. Delivery is ongoing with the operational initiative budget fully allocated.
	Deliver on the endorsed Local Housing Action Plan and enable residential development and diversity of stock in the Western Downs region.	Planning and Environment Manager and Economic Development Manager	31/12/2024	●	➔			30/06/2025	Delivery of agreed Western Downs Regional Council's twenty-one (21) actions under the Local Housing Action Plan.	Progress continues on action items, as well as engagement with <i>Local Housing Action Plan</i> / Western Downs Futures Housing Group members (noting that many of these are ongoing actions that will be continuing with the Western Downs Futures Group).
										Advocacy for investment in housing stock and diversity of housing as part of the <i>Communities Partnering Framework</i> . <i>Over 50s and Youth Housing Prospectus</i> drafted and to be released in quarter three to seek private interest. Housing Development brochure developed in quarter one and shared with real estate agents and other stakeholders promoting the <i>Local Housing Action Plan</i> , <i>Housing and Land Incentive Policy</i> and <i>Dalby Central Business District Prospectus</i> .

STRATEGIC PRIORITY: SUSTAINABLE ORGANISATION (PERFORMANCE) 										
Success Drivers	Actions	Accountability	Expected Completion Date	Q1 Progress	Q2 Progress	Q3 Progress	Q4 Progress	Amended Completion Date	Measure of Success (a measurable outcome as direct result of this Action)	Quarterly Outcome
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 enable us to align our capacity with service delivery Our effective asset management ensures that we responsibly maintain our community assets	Implementation of carbon reduction initiatives.	Economic Development Manager	30/06/2025	●	●				Complete delivery of a Carbon Emission Reduction Strategy for Western Downs Regional Council in line with the ambition to be net-zero by 2050.	Draft <i>Carbon Charter</i> received and will go through internal review process.
	Build a modern suite of local laws aligned to community needs and expectations.	Customer Support and Governance Manager	30/06/2025	●	●				Commence multi-year project to build a new suite of local laws involving objection identification, project scoping, resource identification and engagement, situation analysis, organisational and community engagement.	Project Governance Committee established to oversee the project, ensure outcomes are achieved and to provide management commitment, support and adequate resourcing. Initial meeting held in October 2024.
										Local law review project principles developed and presented to Executive, Senior Leadership and Coordinator teams.
	Service level planning focusses on sustainability.	Customer Support and Governance Manager	30/06/2025	●	●				High level service plans are developed for externally focussed service offerings.	Research and data analysis underway, with internal workshops scheduled in quarter three.
										Plans due in December 2024. Not all Managers have completed the review - aim to finalise during quarter three.
	Comprehensive service level review for Parks and Recreation.	Parks and Recreation Manager	31/03/2025	●	➔			30/06/2025	A Parks and Recreation Service Level Standards Guide is developed and adopted by Council.	Draft Park and Recreation Service Levels have been developed and are being presented to the Executive Leadership team in January for feedback/progression.
	Asset Management Plans are rewritten for all of Council's asset classes.	Strategic Asset Management Group	30/06/2025	●	●				Asset Management Plans for all of Council's asset classes and align with Council's long-term financial forecast.	Project was awarded in November 2024 with startup meeting undertaken with consultants. Workshops with asset managers to commence in quarter three.

ADVOCACY (A REGIONAL VOICE) 										
Success Drivers	Actions	Accountability	Expected Completion Date	Q1 Progress	Q2 Progress	Q3 Progress	Q4 Progress	Amended Completion Date	Measure of Success (a measurable outcome as direct result of this Action)	Quarterly Outcome
To actively seek and foster strategic partnerships For a long term domestic and industrial water supply for our region For a 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 telecommunications and digital connectivity to support and advance our region	We actively advocate on issues that align to our long-term strategic objectives and vision for our region.	Chief Executive Officer	30/06/2025	●	●				Delivery of Council's Advocacy Action Plans and Milestones.	Submission completed: Draft <i>Renewables Regulatory Framework Queensland Energy and Jobs Plan</i> .
									The advocacy program is reviewed at least annually with Council.	Draft <i>Western Downs Connectivity Report</i> received and will be reviewed and complete din quarter three.

Title	Corporate Services Quarterly Report October to December 2024
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Date	20 February 2025
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Responsible Manager	B. Bacon, GENERAL MANAGER (COPRORATE SERVICES)
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Summary

The purpose of this Report is to provide Council with a summary of the Corporate Services Division's strategic and operational activities for the second quarter of the 2024 - 2025 financial year.

Link to Corporate Plan

Strategic Priority: Strong Diverse Economy

- Our business and industry actively live and buy local.

Strategic Priority: Active Vibrant Community

- Our parks, open spaces, and community facilities are alive with activities and connect our communities.

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 take pride in our natural assets, environment, and heritage.

Strategic Priority: Sustainable Organisation

- 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.

The Divisional quarterly report provides an appreciation of the activities being undertaken by Corporate Services to assist directly and indirectly (through enabling other sections of the organisation) with the delivery of operational and capital initiatives which contribute towards the fulfilment of Council's Corporate Plan.

Material Personal Interest/Conflict of Interest

There are no personal interests nor conflicts of interest associated with the consideration of this matter.

Officer's Recommendation

That Council resolves to receive the Corporate Services Quarterly Report for the period of October to December 2024.

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 2024-2025 financial year from the Facilities, Human Resources, Information Technology, Customer Support and Governance and Communication and Marketing departments. The Finance department provides a separate monthly report to Council.

Consultation (Internal/External)

Consultation has occurred with the following departments within Council:

- (1) Facilities;
- (2) Human Resources;
- (3) Information Technology;
- (4) Customer Support and Governance; and
- (5) Communication and Marketing.

Legal/Policy Implications (Justification if applicable)

There are no legal nor policy implications associated with this report.

Budget/Financial Implications

There are no budget nor financial implications associated with this report.

Human Rights Considerations

Section 4(b) of the *Human Rights Act 2019* (Qld) 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 provides an overview of the Corporate Services strategic and operational activities for the second quarter of the 2024-2025 financial year. It is presented to Council for information and noting.

Attachments

1. Corporate Services Quarterly Report October to December 2024

Authored by: C. Smith, EXECUTIVE OFFICER

CORPORATE SERVICES

Quarterly Report

October to December 2024



FACILITIES

Strategic Planning

Chinchilla Aquatic Precinct

- Two draft concept designs were presented to the Council.
- Engaged Stakeholder Reference Group members through the concept and revised design stages.
- Commenced broad community engagement in early December continuing through to January 2025.



Chinchilla Aquatic Centre— Community Engagement

Received **79** survey responses

Aquatic Tour

Staff visited pools currently under construction, namely Grafton Aquatic Centre and Inverell Aquatic Centre. This allowed staff to gain knowledge and understanding of key design elements and trends to consider for the proposed Chinchilla Aquatic Precinct facility.



NSW Aquatic Tour

Operational Highlights

Dalby Events Centre

Q2 23/24 - 10 events

Q2 24/25 - 15 events



Civic Centres

Q2 23/24 - 76 events

Q2 24/25 - 140 events



Showgrounds

Dalby, Tara & Wandoan

Q2 23/24 - 13 events

5,687 attendees

144 days of hire

Q2 24/25 - 22 events

3,440 attendees

79 days of hire



WD Cinemas Chinchilla

Q2 23/24

Total for all movies - **3,163** Tickets

Candybar - **\$30,291** Sales

Q2 24/25

Total for all movies - **5,274** Tickets

Candybar - **\$58,698** Sales



Aerodromes

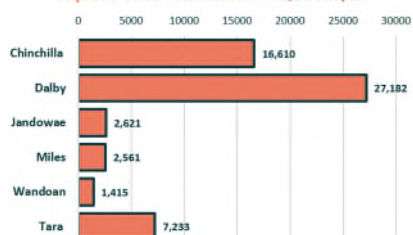


Q2 23/24 Total recorded landings **2,448**
Total revenue generated **\$282,598**

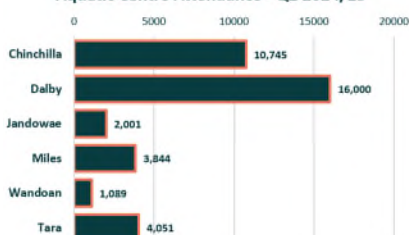
Q2 24/25 Total recorded landings **3,023**
Total revenue generated **\$225,719**

Aquatic Centres

Aquatic Centre Attendance - Q2 2023/24



Aquatic Centre Attendance - Q2 2024/25



Statistics provided by Lifeguarding Services Australia Pty Ltd

Saleyards

Cattle processed through the Dalby Saleyards:

Q2 23/24 - 38,888

Q2 24/25 - 54,849



Facility Projects

\$248,105 was spent locally, with **17** projects completed. Some of these include:

Boonarga Cactoblastis Hall - repainting the heritage listed building.

Chinchilla Aquatic Centre— resurfacing concourse by grinding current fibreglass surface at both the 50m and toddler pools and re-surface with new fibreglass.

Chinchilla Jubilee Park Amenity Replacement - demolish block amenity blocks and construct new toilet block.

Tara and Wandoan Showgrounds - construct manure points at both Showgrounds.



WORKS COMPLETE

Miles Dogwood Crossing - repainting the exterior of the building.

Miles SES - Removal of septic tank systems and connect facility to main sewer line.



WORKS COMPLETE

Highlights

RACHAEL ROBERTSON Leading on the Edge

RESPECT INNOVATION COLLABORATION



Leading on the Edge

On 13 and 14 November Rachael Robertson presented to Council employees in Tara, Chinchilla, Dalby, and

virtually, on leading with respect, innovation, and collaboration. Rachael's presentation included strategies and information developed and learned during her experience as Antarctic Expedition Leader at Davis Station. The sessions were aimed at developing personal responsibility and accountability within teams, as well as improving team relationships and team work with the view to drive results and innovation.

Recruitment for the 2025 Kickstart Your Career Trainees and Apprentices was ongoing with attendance at career days and presentations at schools in the region resulting in 235 applications received for twenty-one (21) positions.

Work Experience opportunities were provided to ten individuals from schools and universities. Placements included roles in Council's Utilities, Parks and Recreation, Workshops, Libraries, and Customer Service Centre teams.

Six Community Spirit Bursary Awards were presented to individual students from high schools around the region. This award provides a bursary payment to assist with the costs of further study, as well as the opportunity to participate in ongoing work placements within Council during university breaks throughout the duration of the students' degree.

Organisational Development delivered training to 1,124 participants, 874 via online training and 250 via face-to-face training. Additionally, nineteen (19) individuals accessed coaching sessions with external providers, facilitated by the Organisational Development team.

OneCouncil Dashboards have been created allowing Managers, Co-ordinators, and Supervisors quick access to workforce data, including excessive leave balances and employee movements, to assist in managing their teams.

In the leadup to Christmas, the Wellbeing team focused on Celebrating Safety. Messaging aimed at enjoying the festive period responsibly and safely was distributed around Council facilities and electronically. Messaging also reminded employees to be mindful when undertaking tasks and to take the time required to do a task properly and safely rather than rushing.

Workplace Support Officer training was delivered to participants from across Council. Workplace Support Officers are dedicated individuals who, in addition to their regular duties, offer confidential guidance and resources to employees seeking support for a range of workplace or psychosocial issues.

The Safety Team has conducted seventy-four (74) Hazard Inspections at Council facilities, depots, or sites this quarter, as well as undertaking 106 random drug and alcohol tests.

30-Day Gratitude Challenge



During November, the Wellbeing team ran a 30-Day Gratitude Challenge. This challenge invited employees to undertake daily activities to practice gratitude. Regional messaging around gratitude was distributed, with blank lists being provided for employees to write notes of what they are grateful for. In the Dalby Corporate Office, eight A3 pages were filled across the 30-days. This program leveraged off research which links the practice of gratitude with increased engagement, reduction in burnout, and promotion of a positive culture.

HEADCOUNT



FULL TIME EQUIVALENTS

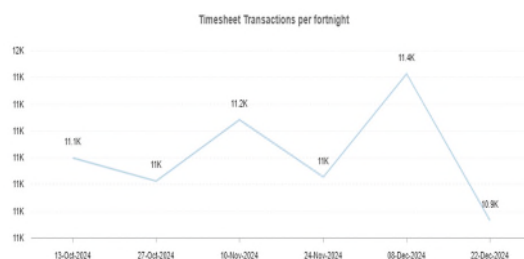


In Progress and Coming Soon

- The SMART Digital project phase two continues, with non-core HRP modules being prepared for release in February
- The Wellbeing team plans to deliver programmes in Q3 focused on Recognition and Reflection, Healthy Habits, Random Acts of Kindness, and Mindfulness. These programmes, aimed at improving the health and wellbeing of employees, are underpinned by evidence showing the links between wellbeing and employee engagement and productivity.

Fast Facts for Q2

- 498 applications were submitted across fifty-two (52) vacancies.
- forty-seven (47) onboards and 211 cross-boards processed
- The average for the quarter from October to December is 11,100 transactions (Timesheet entries). per fortnight.



Achievements

Meeting Room Improvements

Microsoft Teams Rooms software has been installed at the Dalby Depot Training Room, Dalby Committee Room, Chinchilla Committee Room, and Chinchilla Board Room to allow for better remote meeting capabilities.

In Progress

Information Security Classification

This project is about putting measures in place to help safeguard Council's data. New labels will be introduced in Microsoft Office programs and deploying technology to improve how data is securely handled.

Supervisory Control and Data Acquisition (SCADA) Firewall Upgrade Continuation

SCADA systems monitor and control the water, wastewater, and gas services that council provides to the community. This project upgrades specific SCADA networks, enhancing their resilience to better protect the essential services delivered to the community and improve the Utilities team's ability to manage the network.

ICT Data Retention and Disposal Operational Project

Focusing on the access, retention and/or decommissioning of applications, integrations, and data repositories for legacy software replaced during the implementation of the SMART Digital Programme.

Windows 11 Upgrade

Upgrading Council's operating system from Windows 10 to 11, due to reaching end of life and will no longer be supported.

Dalby Server Room Infrastructure Replacement

Replacement of end-of-life server infrastructure and on-site backup systems.

Gas Billing Software

Implementation of new software to manage Council's Gas Billing services.

WDRC Corporate Office Network Optimisation

The Dalby Corporate Office is updating its network to better support cloud services like OneCouncil, Azure, 8x8, MS Teams, and Office365. This upgrade will make the network more efficient and ready for future digital needs, and it is essential for upcoming Internet Resilience projects in 2025/26

Internet Resilience Tara

Installation of Starlink at the Tara Customer Service Centre to improve the resiliency of the network connectivity and ensure continued access to the network in the event of any disasters or loss of connectivity to the wide-area network (WAN).

Coming Soon

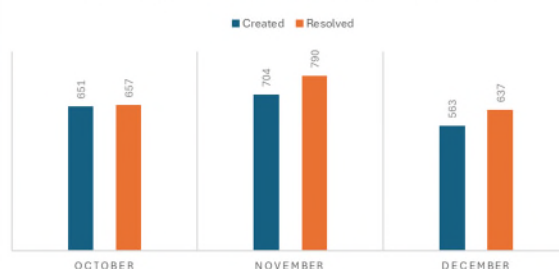
Windows 11

Windows 10 will be ending support in October. ICT has engaged a support partner to assist with the configuration of Council's Windows 11 environment. ICT will begin piloting Windows 11 and involve certain individuals within the organisation in testing the new operating system before deploying it to the rest of the organisation later in the year.

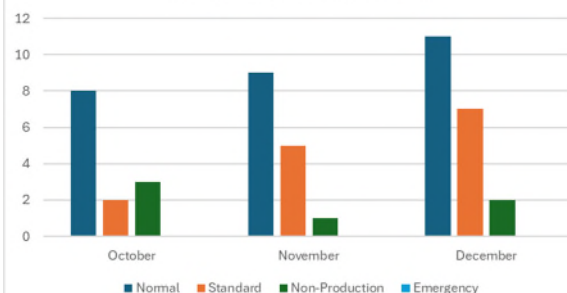
Bi-Annual User Permission Reviews

The Development and Applications team will be starting the bi-annual staff permission reviews for Authority and OneCouncil in March.

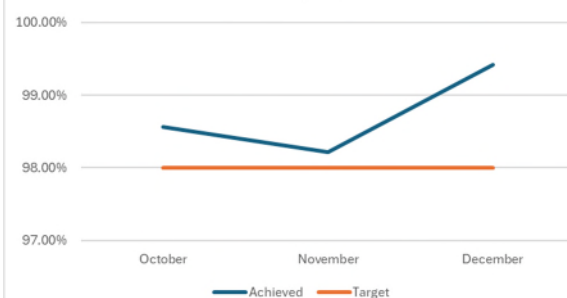
ICT TICKETS CREATED AND RESOLVED



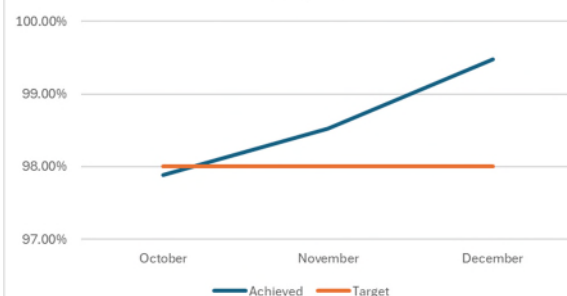
Change Requests Completed



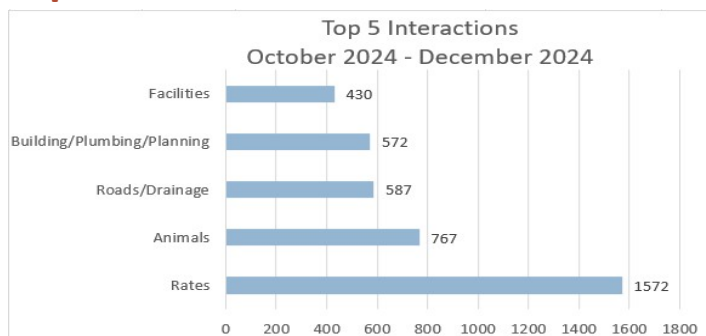
LAN Uptime



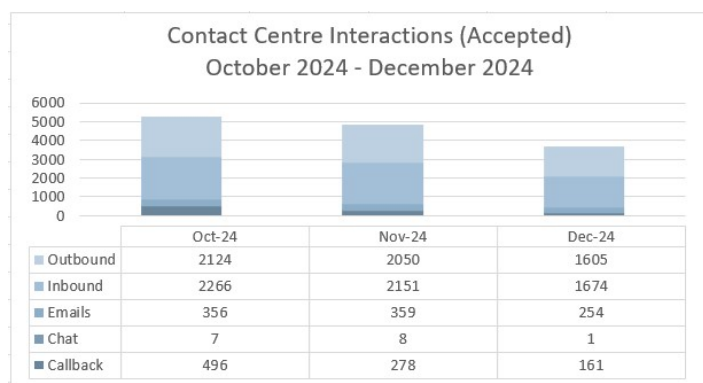
WAN Uptime



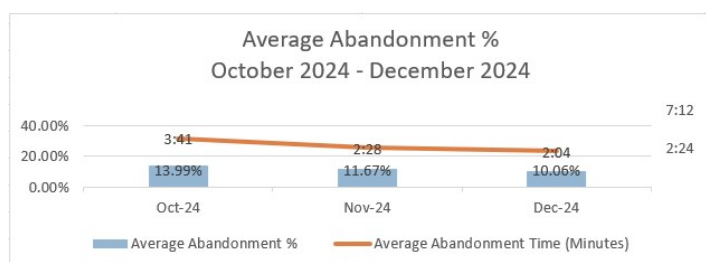
Top 5 Interactions



Interaction Volume



Interaction Abandonment



Avg interaction time total
(including wrap up)

4:51 minutes

Avg interaction handling
with customer

11:12 minutes

84.2%

of interactions resolved
on first point of contact

Information Management—Archiving

29

Keywords made
obsolete

21

Rubbish Bins sent
for destruction

35

Boxes processed
for destruction

Information Management—Complaints

4

Administrative
complaints received

4

Administrative
complaints resolved

2

Requests for
Internal Reviews
(referred to Land
Court)

Achievements

Annual Report 2023/24

Business Continuity Internal Audit

Finalisation Disposal and Digitisation Records Plan

Creation of twenty-three (23) Quick add profiles for assisting teams to register documents

151 Completed Information Management Help Desk Tickets

Clean up and processing old documentation/files/cabinets in the Miles corporate office

Clean up and processing two separate compactus in the Miles Hall—approximately eighty (80) boxes and ten (10) shelving units with hundreds of individual files

In Progress

Council Owned and Operated Facilities Internal Audit

Local Law Review Project

Business Review of selected areas across council

Information Security Classification Project in conjunction with Information Technology team.

Information Security Classification Project Development

Continuation of review of Index Structure with external consultant

Review internal shared Mailboxes across the organisation

Development Thesaurus for Information Management

Review current boxes stored at Grace Toowoomba

Process Map Plan of Scanning Project—Development Applications

Develop & plan processes with teams for Registration of Projects/zip/large files

Further upgrade/update Induction—Information Management

OneCouncil Project— Customer Request Management Module, Knowledge Base, and Digital Experience Platform (DXP LG)

Information Management – Records

12,756

Incoming documents
Registered
compared to 11,335 same
time period 2023

720

Incoming CRMs
processed by
Records staff,
compared to 564
same time period
2023

16

New Quick Add
Profiles created

151

Help Desk tickets
completed

Coming Soon

Major Fleet Procurement Internal Audit

Digital Experience Platform and Customer Request Management Modules scoping and work package development for Phase 3 of Smart Digital Programme.

COMMUNICATIONS & MARKETING



Power of Social Media Trends

Promoting regional Christmas events using current social media reel and story trends was hugely popular with the “Get Ready...” baby reel pulling in 4,833 views.



Engagement on Social Pinpoint

In Q2 community members make 906 contributions to Council projects, including draft plans for Chinchilla Aquatic Centre, Dalby Cultural and Jandowae Fence on our Have Your Say.



Still the #1 source of truth

Council’s corporate website saw 148,842 people visiting the WDRC website between October and December. Social Pinpoint recorded 10,453 views.

WHAT WE’VE BEEN WORKING ON:

Customer Contact Centre hours | Australia Day 2025 | YES! (Youth Entrepreneur Summit) 2025 | EOI Dalby-Apunyal Road | Words Out West | Jandowae Central Park Fence | Business Resilience Project | 2024 Dalby Saleyards Wrap-Up | Disaster Management (Bushfire & Minor Flooding) | Chinchilla Aquatic Centre Draft Design | Dalby Cultural Centre Draft Design | Buy Western Downs | Regional Christmas Celebrations | ANZAC Memorial Plaques | Communication & Community Engagement Strategy reporting | Adopt a Street Tree | Lake Broadwater Public Art Project | Big Blade Unveiling | Digital Connectivity Survey | Remembrance Day | Community Housing Transfer

During Q2 of 2024/25, Communications and Marketing (C&M) played an important role in managing and sharing information during minor flooding and bushfire events in November. As the lead agency for regional flood response, our team created and distributed messaging and updates in line with the new Australian Warning System (AWS) guidelines across social media, traditional media and Council’s disaster dashboard. Thanks to preplanning, new AWS messaging and resources were established beforehand, ensuring accurate and timely updates. Ongoing rain events led to more localised flooding throughout December. In partnership with Disaster Management, our team was prepared to disseminate information as needed. Council is required to distribute AWS warnings at relevant water heights in line with the Jandowae Water Supply Dam Emergency Action Plan and activation of this messaging resulted in significant media interest across print, radio and television.

In October and November, C&M collaborated with the Communities department to promote nominations for Australia Day Awards and plan communications for regional Australia Day celebrations. Building on successful community engagement initiatives, Council announced the location of the new Chinchilla Aquatic Centre site, receiving positive feedback from the community, evident through social media sentiment. Making full use of Council’s dedicated engagement platform (Social Pinpoint), we invited the community to have their say and actively participate in the draft design of the new Chinchilla Aquatic Centre, Dalby Cultural Centre and Jandowae Central Park fence. The C&M team will continue to provide strategic communication plans to keep the community informed through detailed design, construction and activation phases of these projects. The return of regional pool parties, free movie screenings at Chinchilla Cinema, Movies@Marys, and regional Christmas celebrations were actively promoted by the C&M team to activate our communities. C&M also worked closely with Economic Development teams to promote a new offering of high impact industrial land in Dalby, and to promote and engage the business community in the new Buy Western Downs and Business Resilience programs.

WHAT YOU WILL SEE NEXT QUARTER!

- | | | |
|---|---|---|
| <ul style="list-style-type: none">• Australia Day Celebrations• EOI High Impact Land Dalby-Apunyal Road• Movies@Marys• Words Out West Festival• Chinchilla Aquatic Centre Tender• Regional Flood Study• 2025-26 Budget Planning• Local Laws Review Internal Communications | <ul style="list-style-type: none">• Dalby Cultural Centre Detailed Design• Business Resilience Program• YES! Summit• Thomas Jack Park Concept Design• EOI 107 Drayton Street• IAP2 Engagement Training• Wildflower Artists Retreat• ‘skeletons’ Exhibition | <ul style="list-style-type: none">• Buy Western Downs• Jandowae Central Park Fence• C&M Team Training• Movies@Mary’s• Road Works Updates• Lake Broadwater Public Art Project• Consolidation of eCampaign software• EOI Haddock Place |
|---|---|---|

FACEBOOK

16,624
FOLLOWERS

754
▲
+4%

INSTAGRAM

2,684
FOLLOWERS

89
▲
+3%

TWITTER/X

715
FOLLOWERS

17
▲

LINKEDIN

5,090
FOLLOWERS

153
▼

974 PAGE VIEWS

eNEWS

3,010
SUBSCRIBERS

▲32

62.45%
OPEN RATE
▼1.22%
9.7%
CLICK RATE
▲0.73%

DIGITAL BILLBOARDS

44 CREATED

16 COMMUNITY GROUPS

TRADITIONAL MEDIA

19 MEDIA RELEASES

Page 143 of 191

418 APPEARANCES

26 TV MENTIONS

WEBSITE

148,482 PAGE VIEWS

Title	Corporate Services Financial Report January 2025
Date	7 February 2025
Responsible Manager	T. Skillington, CHIEF FINANCIAL OFFICER

Summary

The purpose of this report is to provide Council with the Financial Report for the period ending 31 January 2025, seek approval for amendments to the 2024-25 capital works programme, and inform council of an amendment to the goods and services tax application on four (4) cemetery fees.

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.*

The monthly financial report provides an overview of Council's progress for the 2024-25 financial year and assists the organisation to manage its immediate budget, whilst being cognisant of its long-term financial goals.

Material Personal Interest/Conflict of Interest

There are no personal interests nor conflicts of interest associated with the consideration of this matter.

Officer's Recommendation

That Council resolves to receive the January 2025 Financial Report and:

- (1) note the amendments to the 2024-25 Capital Works Programme as listed in section three (a) of this report, with additional expenditure of \$160,000 (exclusive of goods and services tax) and additional revenue of \$80,000 (exclusive of goods and services tax) being added to the programme;
- (2) resolves to approve capital expenditure budget being brought forward from 2025-26 to 2024-25 for \$325,025 (exclusive of goods and services tax) as listed in section three (b) of this report;
- (3) resolves to approve the deferral of capital expenditure budget from 2024-25 to 2025-26 for \$200,000 (exclusive of goods and services tax) as listed in section three (c) of this report;
- (4) notes the change in Goods and Services Tax application in four cemetery fees listed in section four of this report; and
- (5) notes the 2023-24 Carry Forward Programme update as listed in attachment two of this report.

Background Information

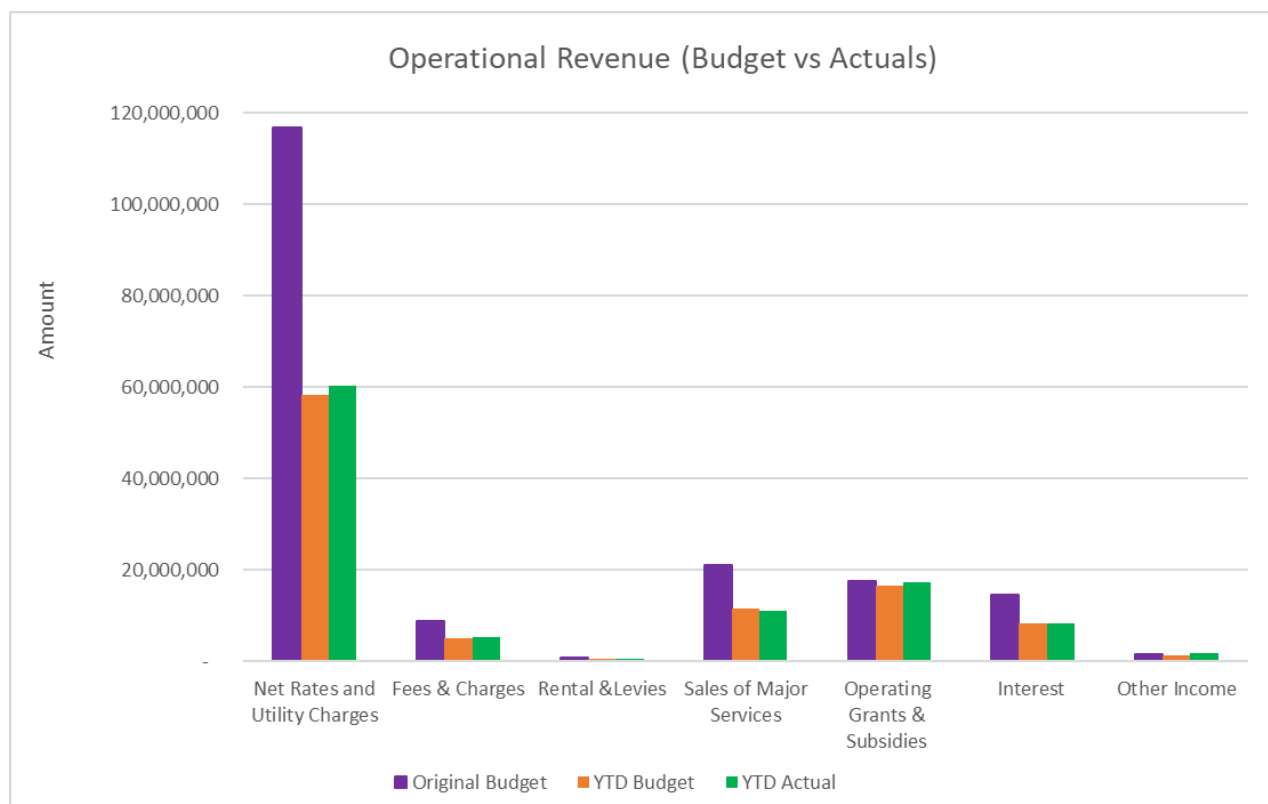
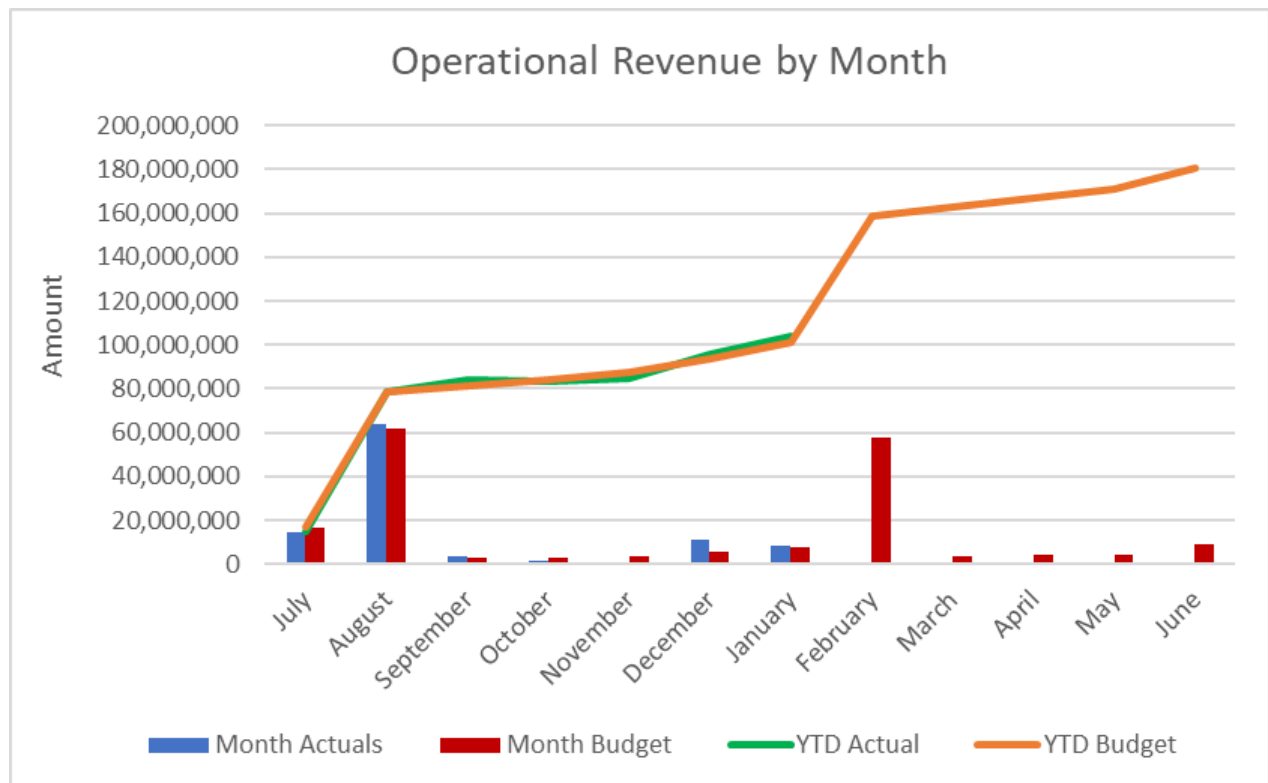
The Chief Executive Officer is required by section 204(2) of the *Local Government Regulation 2012* to present the Financial Report once a month or at each meeting if the local government meets less frequently than monthly. The Financial Report must state the progress that has been made in relation to 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.

Report

1. Operating Result

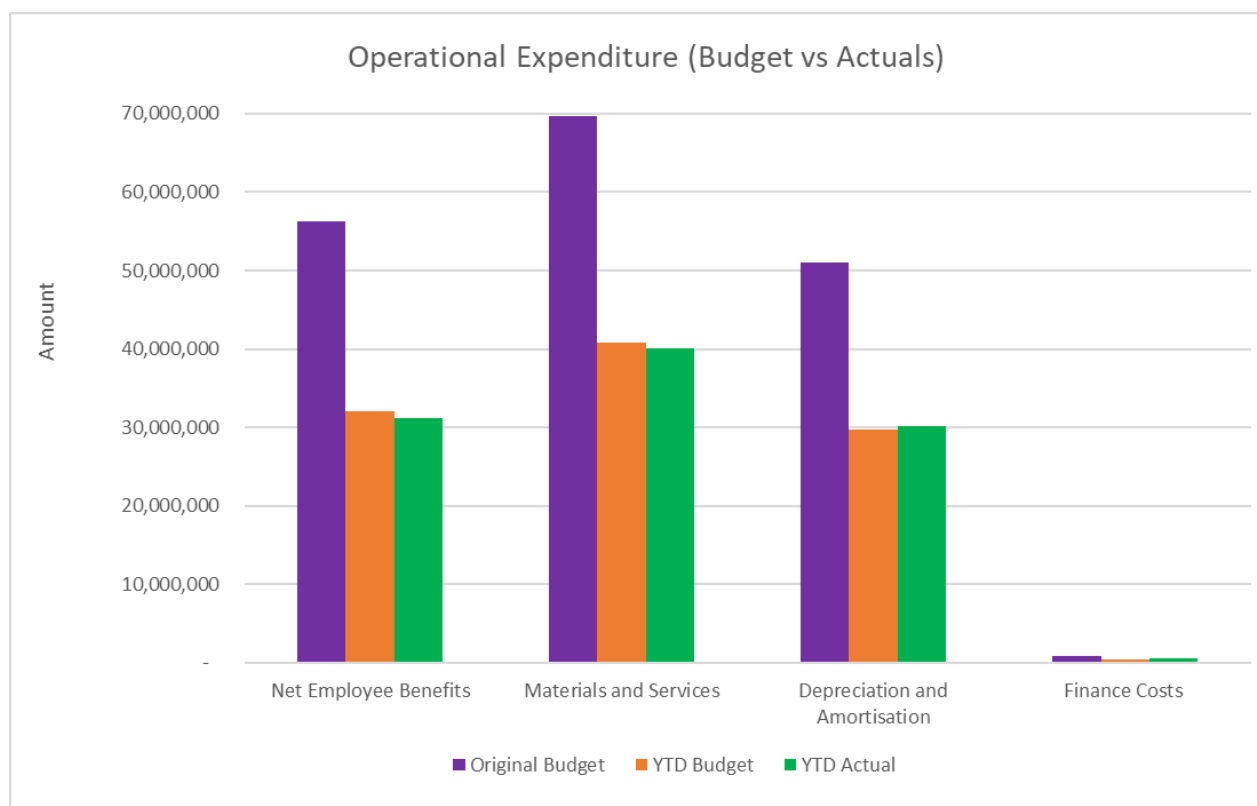
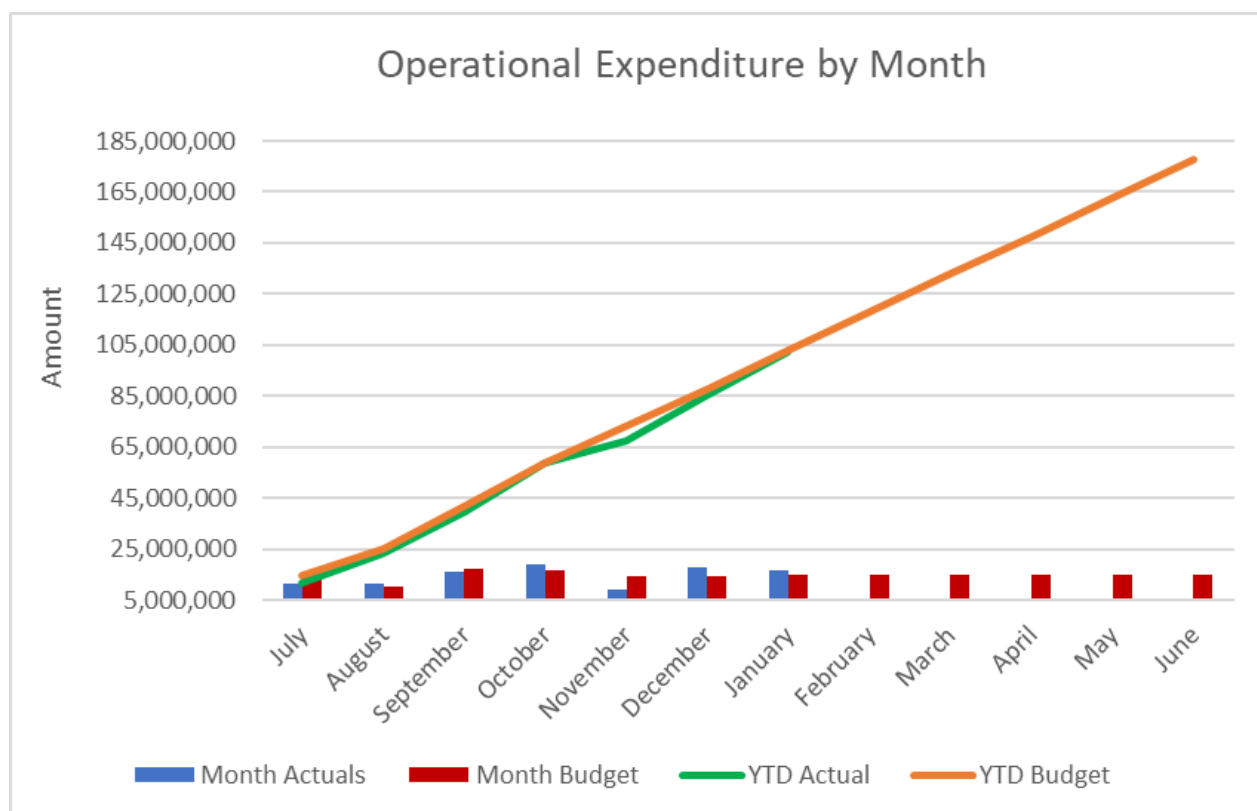
The operating position as of 31 January 2025 is a \$1,871,844 surplus, compared to a budgeted deficit of \$1,848,873 which is \$3,720,717 ahead of budget. The Operating Surplus ratio as of 31 January 2025 is 1.8 per cent which is above Council's target of 1.0 per cent. The Operating Surplus has exceeded target due to revenue surpassing expenditure.

Graphs and a summary of major variances for revenue and expenses are listed below:



Operational Revenue is \$2,775,820 ahead of budget as of 31 January 2025, due to:

- ↑ Net Rates and Utility Charges is ahead of budget due to greater rates revenue received from;
 - (a) Windfarm, Power Hub, and Solar Farm leases being registered and now rated. There are still more leases to be registered this financial year and revenue will increase due to this. This revenue was not included in the budget due to the uncertainty on when these projects would be registered and valued;
 - (b) an audit was undertaken for the transmission/substation sites rating categories with a review of the output capacity. From this audit it was found that some rate payers output capacity was higher than the category they were in and thus they were moved to the correct category which resulted in a higher rate being charged and more revenue received;
 - (c) an increase in the Intensive Industries category with leases being valued and registered and;
 - (d) there have also been multiple category changes across residential, commercial and industrial and rural to rural residential. This also includes new properties coming online;
 - (e) discounts have exceeded budget due to the additional rates revenue receive; and
 - (f) water volumetric (consumption) is behind budget due to less water being levied due to numerous rain events causing reduced consumption.
- ↑ Fees and Charges income is ahead of budget mainly due to building and plumbing inspections and rate searches exceeding budget;
- ↑ Rental and Levies is ahead of budget due mainly to receiving revenue for Community Housing. When forming the 2024-25 budget there were no budget inclusions (revenue or expenditure) for Community housing due to the handover date being delayed until 30 September 2024;
- ↓ Sales of Major Services is behind budget mainly due to a lag in claiming Commercial Works RMPC (Roads Maintenance Performance Contracts) works. A draft claim has been submitted and will be paid in the coming weeks. Quarry income is also behind budget due to gravel booked out to jobs being behind projected phasing. This is offset with Saleyards income surpassing budget with higher throughput at the facility;
- ↑ Operating Grants and Subsidies is ahead of budget due to additional grants and contributions being received which were not budgeted. \$1,090,873 was received from the Queensland Reconstruction Authority (QRA) for Natural Disaster reimbursements relating to the 2023-24 financial year. \$240,260 has also been received towards the Western Downs Skilling Queenslanders for Work traineeship program. This revenue will be offset with costs (wages). \$200,000 was also received from the Department of State Development and Infrastructure for the Shape Western Downs Energy Funds. There will also be costs which offset this revenue. This is offset with the Financial Assistance Grant being under budget due to the grant falling short of budget by \$933,372 for the year due to the change in methodology;
- ↓ Interest Revenue is essentially in line with budget; and
- ↑ Other Income is ahead of budget due to miscellaneous reimbursements being ahead of projected phasing.



Operational Expenditure is \$944,897 behind budget as of 31 January 2025 due to:

- ↓ Net Employee Benefits is behind budget due to the fulltime equivalent being lower than forecast;
- ↓ Materials and Services is behind budget due to outstanding invoices not being accrued at the end of the month (in particular Waste contract invoices). Utilities (water and sewerage) materials and services is over budget due to an increased use of contractors due to staff vacancies;
- ↑ Depreciation and Amortisation is greater than budget due to higher than projected valuations (increase in the value of council assets). A majority of the large increases were in site improvement (swimming pool) assets; and
- ↑ Finance Costs are essentially in line with budget.

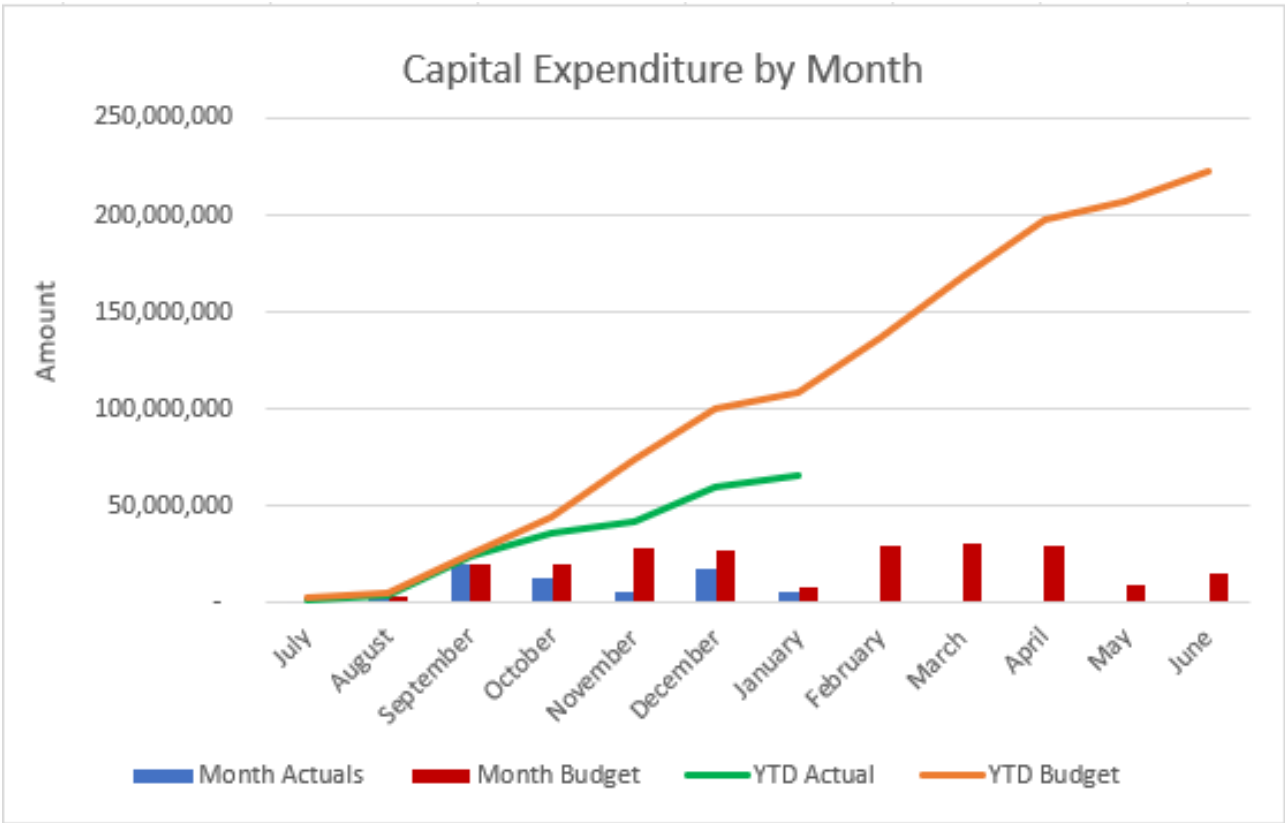
2. Capital Revenue and Expenditure

Capital Revenue

- ↓ Capital Revenue is behind budget \$13,801,589 due to flood works revenue being behind budget. When the flood revenue budget was formed, it was based on Queensland Reconstruction Authority (QRA) unit rates, however Council's unit rates have come in lower than the Queensland Reconstruction Authority's meaning Council will only get reimburse for the actual costs. A majority of the flood programme is due for completion in March 2025.

Capital Expenditure

- ↓ Capital Expenditure is behind budget \$42,246,203 as of 31 January 2025 with \$65,816,160 spent year to date. A majority of this underspend relates to the Flood Programme.



Below is a summary of the capital works programme broken up by budget type.

By Budget Type				
Division	Total Approved Budget	YTD Budget	YTD Actuals	Variance (YTD Budget less YTD Actuals)
Total Council	222,886,965	108,062,364	65,816,160	42,246,203
General	86,374,888	36,137,914	29,528,397	6,609,516
Flood	130,757,814	68,438,751	33,783,481	34,655,270
Carry-Over	5,754,263	3,485,699	2,504,282	981,417

- (1) Council's general programme is behind budget \$6,609,516 due to delays in contractors commencing works and delays in receiving progress claims (timing issue);
- (2) Council's flood programme is behind budget \$35,655,270. The budget for flood works is based on approved works, however Council will only get paid for the actual costs. At this point Council's costs are lower than the approved value. A majority of the flood programme is due for completion in March 2025; and
- (3) Council's carry-over programme (projects carried over from 2023-24 to 2024-25) is behind budget \$981,417 mainly due to contractor availability.

Please see attachment two (2024-25 Carry Forward Programme update) which lists a summary of the carry-over programme and multi-year projects included in the general programme with a carry-over component from 2023-24. The flood programme has been excluded from this report.

3. Capital Budget Adjustments

Capital adjustments are required to the 2024-25 capital works programme as listed below. These adjustments have already sought approval or are seeking to be approved in accordance with the Budget - Statutory Policy. Amounts included below are GST exclusive.

Project	Expenditure Budget	Revenue Budget	Comment
3a) New Capital Projects added to the 2024/25 Programme - Approved by Chief Executive Officer			
Wandoan Showgrounds Sewerage Treatment Design	\$80,000	\$0	Budget has been added to the 2024-25 programme for design works for this project. Construction of this project has been scheduled for next financial year (2025-26). This was originally budgeted for within operational, however the work can be capitalised. As a consequence, the operational allocation will be returned.
Long Distance Bus Stop Program (PTAIP)	\$80,000	\$80,000	Council was successful in receiving partial funding from the Australian Government through the Passenger Transport Accessible Infrastructure Program (PTAIP) and School Transport Infrastructure (STIP) programs for upgrades of four long distance coach stops within the Western Downs. These programs are administered by the Department of Transport and Main Roads. These projects will span over two financial years (2024-25 and 2025-26). Total project expenditure will be \$928,000 with \$552,000 of funding to be received.

Project	Expenditure Budget	Revenue Budget	Comment
Total New Projects	\$160,000	\$80,000	
3b) Project Budget to be moved from 2025/26 to 2024/25 - To be approved by Council Resolution			
Thomas Jack Playground	\$325,025	\$0	Seeking council approval to pull forward budget from next year's approved budget (2025-26) of \$3,490,000 to facilitate the ongoing requirements to progress detailed design for this project.
3c) Project Budget to be moved from 2024/25 to 2025/26- To be approved by Council Resolution			
Dogwood Creek Chinaman Lagoon	\$200,000	\$0	Budget will not be utilised this financial year. All designs have been complete for this project. Seeking council approval for budget to carry-over to 2025-26 to form part of the construction budget. This project will be discussed and formally approved via the 2025-26 budget process.

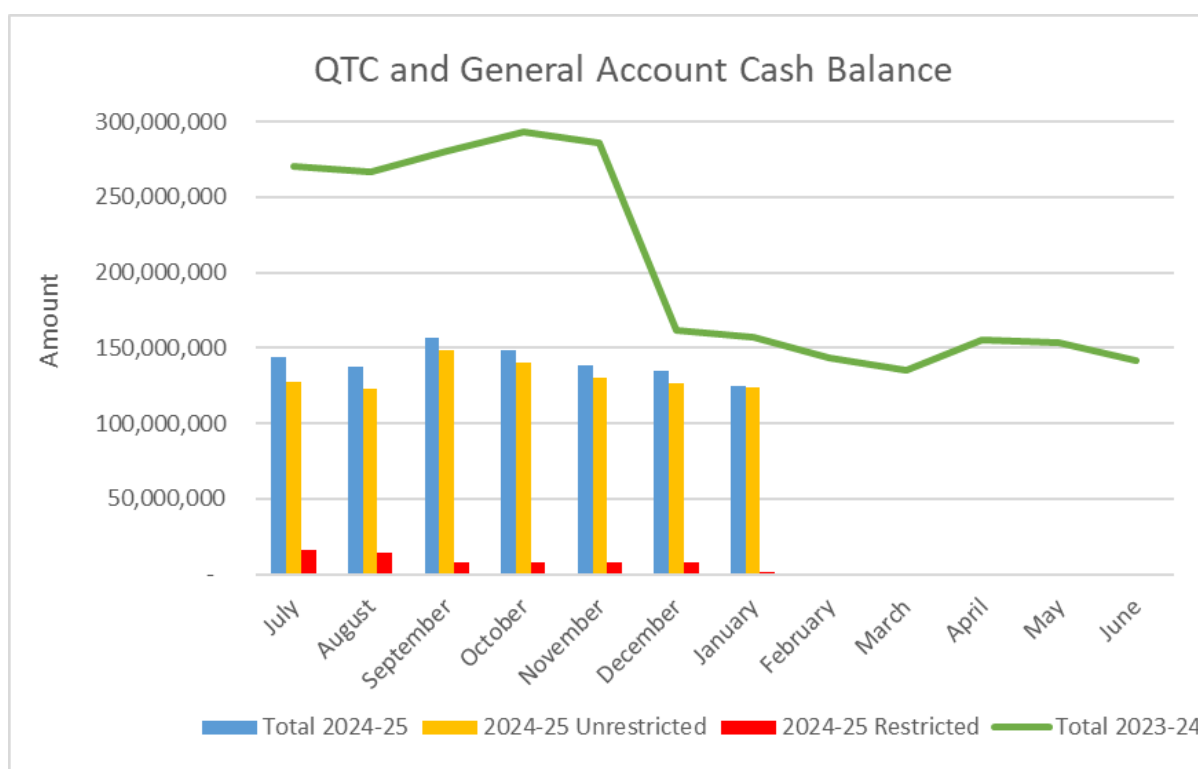
Cash and Investments

Council's Cash and Investments as of 31 January 2025 totalled \$246,803,472. Council's cash is made up of:

- (1) \$125,108,443 *QTC Cash Fund and General Bank Account (as of 31 January 2025)*; and
- (2) \$121,695,029 *QIC Investment Fund (as of 31 January 2025)*.

(a) Queensland Treasury Corporation Cash Fund and General bank account

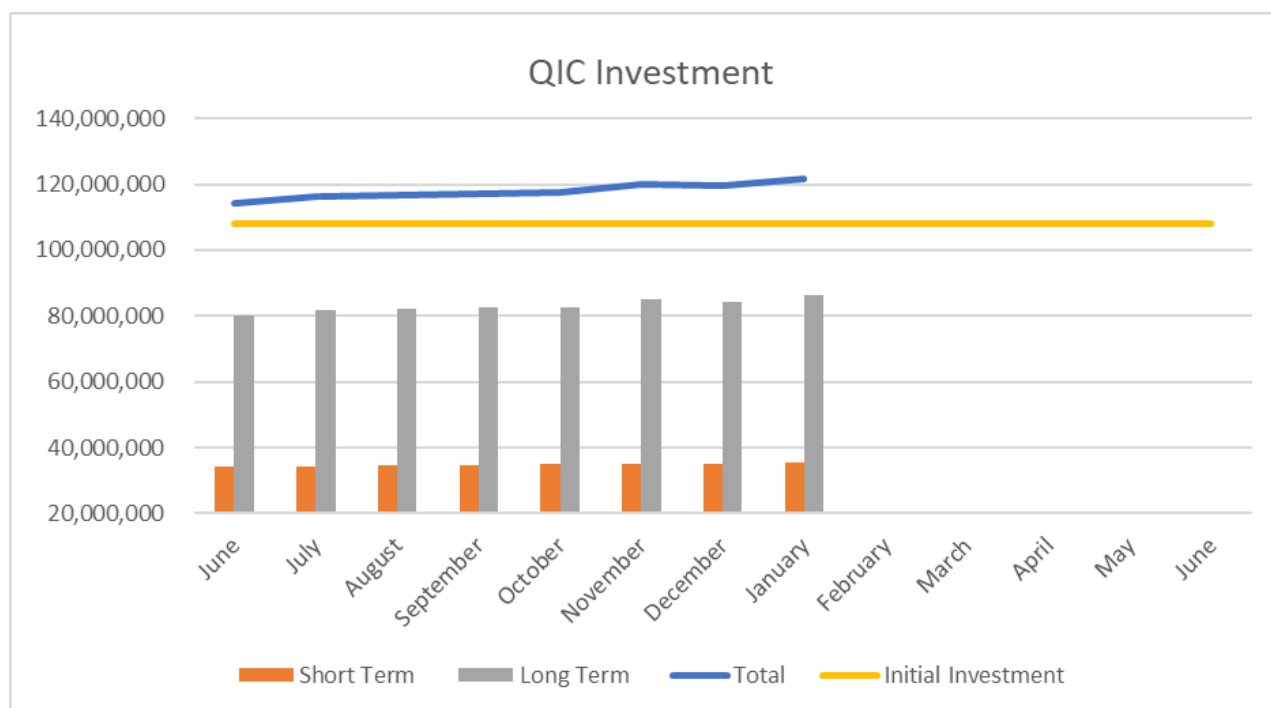
The balance in the Queensland Treasury Corporation cash fund and general bank account at 31 January 2025 totalled \$125,108,443, of which \$1,200,000 is considered restricted in nature, leaving the unrestricted balance at \$123,908,443 which represents 11.7 months of operating expenses, excluding depreciation, in which Council could sustain itself without receiving any forms of income. This position exceeds the legislative and Council's target of four months. The interest rate received for the Queensland Treasury Corporation Cash fund as of 31 January 2025 was 5.19 per cent.



(b) Queensland Investment Corporation Investments

The balance in the Queensland Investment Corporation's investment accounts at 31 January 2025 totalled \$121,695,029. Distributions (interest received) received for these accounts are reinvested back into the investments as units. Changes in balances also occur from the change in the unit value. Changes in balance are recognised monthly, where the distributions are recognised quarterly, Council can at any point call upon these funds. Balances as at 31 January 2025 for each investment is listed below:

- (i) \$35,393,454 Queensland Investment Corporation's Short-Term Income Fund; and
- (ii) \$86,301,575 Queensland Investment Corporation's Long-Term Diversified Fund.



4. Amendments to the 2024-25 Fees and Charges Register

Section 98 of the *Local Government Act 2009* requires Council to maintain a register of its cost recovery fees. Unlike Rates and Charges, Cost Recovery Fees and Commercial Charges can be amended by Council during the year, as provided for by sections 97 and 98 of the *Local Government Act 2009*. It is to be noted for Council's information, that due to the Australian Tax Office releasing its finalised version of its tax determination, the Goods and Services Tax status for the below fees will change from applicable to exempt.

Fee Name	Year 2024/25 Fee (including GST)	GST
Grave plot purchase/reserve-adult. Suitable for single or double burial	\$788.00	N
Grave plot-child. Suitable for burial in designated children's area	\$563.50	N
Niche-single. Single niche in columbarium wall or garden	\$674.50	N
Niche-double. Double niche in columbarium wall or garden	\$1,128.00	N

Consultation (Internal/External)

There has been consultation with managers and co-ordinators in the preparation of the monthly financial report.

Legal/Policy Implications (Justification if applicable)

There are no legal nor policy implications associated with the consideration of the monthly financial report.

Budget/Financial Implications

Council adopted the 2025 Financial Year Original Budget on 20 June 2024. The attached one-page report details the position for the period ending 31 January 2025. Council's position remains healthy with council's position expected to be higher than the adopted surplus mainly due to additional rates revenue.

Human Rights Considerations

Section 4(b) of the *Human Rights Act 2019* 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 with no budget concerns at this stage.

Attachments

1. One Page Report January 2025; and
2. 2024-25 Carry Forward Programme Update

Authored by: C. Prain, FINANCIAL PLANNING & ANALYSIS SUPERVISOR



Western Downs Regional Council
One Page Result
Period Ending: 31 January 2025

	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	(114,866,848)	(57,157,706)	(59,744,702)	(2,586,996)	(91,105,482)	(45,277,024)	(47,933,369)	(2,656,345)	-	-	-	-
Volumetric	(7,950,664)	(3,975,332)	(3,409,698)	565,634	-	-	-	-	-	-	-	-
Less: Discounts & Pensioner Remissions	6,142,028	2,971,016	3,021,780	50,764	4,659,181	2,329,591	2,467,581	137,990	-	-	-	-
Net Rates and Utility Charges	(116,675,483)	(58,162,022)	(60,132,620)	(1,970,598)	(86,446,301)	(42,947,433)	(45,465,788)	(2,518,355)	-	-	-	-
Fees and Charges	(8,629,980)	(5,002,062)	(5,304,587)	(302,525)	(4,347,949)	(2,504,211)	(2,851,571)	(347,360)	-	-	-	-
Rental and Levies	(663,866)	(387,256)	(467,969)	(80,713)	(568,866)	(331,839)	(420,239)	(88,400)	-	-	-	-
Sales of Major Services	(20,943,884)	(11,496,453)	(10,994,541)	501,912	-	-	-	-	(6,227,066)	(3,632,455)	(3,209,271)	423,184
Operating Grants & Subsidies	(17,541,832)	(16,500,134)	(17,156,420)	(656,286)	(17,541,832)	(16,500,134)	(17,156,420)	(656,286)	-	-	-	-
Interest and Investment Revenue	(14,426,500)	(8,258,540)	(8,202,649)	55,891	(14,319,062)	(8,195,868)	(8,143,374)	52,494	-	-	-	-
Other Income	(1,533,735)	(1,330,226)	(1,653,727)	(323,501)	(1,348,735)	(1,222,309)	(1,529,003)	(306,694)	-	-	-	-
Total Operating Revenue	(180,415,280)	(101,136,693)	(103,912,513)	(2,775,820)	(124,572,745)	(71,701,794)	(75,566,395)	(3,864,601)	(6,227,066)	(3,632,455)	(3,209,271)	423,184
Operating Expenses												
Employee Benefits	62,787,875	35,623,051	34,592,622	(1,030,429)	50,254,781	28,838,730	29,183,830	345,100	1,349,790	787,377	897,497	110,120
Less Capitalised Employee Benefits	(6,579,287)	(3,636,407)	(3,408,197)	228,210	(6,191,181)	(3,611,522)	(3,391,144)	220,378	-	-	-	-
Net Employee Benefits	56,208,588	31,986,644	31,184,425	(802,219)	44,063,600	25,227,208	25,792,686	565,478	1,349,790	787,377	897,497	110,120
Materials and Services	69,717,316	40,750,893	40,088,319	(662,574)	41,230,143	24,526,731	23,646,055	(880,676)	4,308,906	2,513,529	3,806,409	1,292,880
Depreciation and Amortisation	51,071,854	29,791,915	30,213,185	421,270	40,657,892	23,717,104	24,138,374	421,270	-	-	-	-
Finance Costs	781,910	456,114	554,740	98,626	781,910	456,114	554,740	98,626	-	-	-	-
Corporate Overhead	-	-	-	-	(3,843,340)	(2,241,948)	(2,241,948)	-	442,106	257,895	257,895	-
Total Operating Expenses	177,779,668	102,985,566	102,040,669	(944,897)	122,890,205	71,685,208	71,889,906	204,698	6,100,802	3,558,801	4,961,801	1,403,000
Operating (surplus)/deficit	(2,635,613)	1,848,873	(1,871,844)	(3,720,717)	(1,682,540)	(16,586)	(3,676,489)	(3,659,903)	(126,265)	(73,654)	1,752,530	1,826,184
Capital Revenue												
Capital Grants & Subsidies	(123,607,690)	(56,565,376)	(41,822,807)	14,742,569	(123,415,365)	(56,565,376)	(39,776,115)	16,789,261	-	-	-	-
Contributions	(3,573,659)	(3,581,843)	(4,669,690)	(1,087,847)	(3,573,659)	(3,581,843)	(4,669,690)	(1,087,847)	-	-	-	-
Contributions - Contributed Assets	(100,000)	(100,000)	-	100,000	(100,000)	(100,000)	-	100,000	-	-	-	-
Contributions from Developers - Cash	(300,000)	(100,000)	(135,500)	(35,500)	(300,000)	(100,000)	-	100,000	-	-	-	-
Disposal of Non-Current Assets	(100,000)	-	-	-	(100,000)	-	-	-	-	-	-	-
Total Capital Revenue	(127,681,349)	(60,347,219)	(46,627,997)	13,719,222	(127,489,024)	(60,347,219)	(44,445,805)	15,901,414	-	-	-	-
Capital Expenses												
Loss of Revaluation of Inventory	-	-	-	-	-	-	-	-	-	-	-	-
Restoration of Land Provision	-	-	-	-	-	-	-	-	-	-	-	-
Capital Expense Write-Off	10,000,000	-	-	-	10,000,000	-	-	-	-	-	-	-
Total Capital Expenses	10,000,000	-	-	-	10,000,000	-	-	-	-	-	-	-
Net Result (surplus)/deficit	(120,316,962)	(58,498,346)	(48,499,841)	9,998,505	(119,171,564)	(60,363,805)	(48,122,294)	12,241,511	(126,265)	(73,654)	1,752,530	1,826,184
Capital Funding Applications												
Capital Expenditure - New Assets	30,362,741	9,018,265	5,450,744	(3,567,521)	13,900,465	4,116,252	2,737,076	(1,379,176)	-	-	-	-
Capital Expenditure - Upgrade Assets	8,707,316	4,541,490	2,465,172	(2,076,318)	8,617,316	4,541,490	2,465,172	(2,076,318)	-	-	-	-
Capital Expenditure - Replacement Assets	183,816,908	94,502,609	57,900,244	(36,602,365)	171,135,577	89,005,377	52,047,709	(36,957,668)	-	-	-	-
Total Capital Funding Applications	222,886,965	108,062,364	65,816,160	(42,246,203)	193,653,358	97,663,118	57,249,957	(40,413,161)	-	-	-	-



Western Downs Regional Council
One Page Result
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	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	-	-	-	-	(6,839,917)	(3,419,958)	(3,412,991)	6,967	(10,369,888)	(5,184,944)	(5,113,081)	71,863
Volumetric	-	-	-	-	(7,950,664)	(3,975,332)	(3,409,698)	565,634	-	-	-	-
Less: Discounts & Pensioner Remissions	-	-	17,799	17,799	691,691	245,846	175,865	(69,981)	484,843	242,422	223,237	(19,185)
Net Rates and Utility Charges	-	-	17,799	17,799	(14,098,890)	(7,149,444)	(6,646,824)	502,620	(9,885,045)	(4,942,522)	(4,889,844)	52,678
Fees and Charges	(32,000)	(12,833)	(10,335)	2,498	(1,333,000)	(783,417)	(740,156)	43,261	-	-	-	-
Rental and Levies	-	-	-	-	(95,000)	(55,417)	(47,730)	7,687	-	-	-	-
Sales of Major Services	(3,761,708)	(1,473,516)	(1,413,956)	59,560	(35,000)	(20,417)	(1,936)	18,481	(11,000)	(6,417)	(1,476)	4,941
Operating Grants & Subsidies	-	-	-	-	-	-	-	-	-	-	-	-
Interest and Investment Revenue	-	-	-	-	(44,025)	(25,681)	(30,777)	(5,096)	(35,000)	(20,417)	(14,250)	6,167
Other Income	-	-	-	-	-	-	-	-	-	-	-	-
Total Operating Revenue	(3,793,708)	(1,486,349)	(1,406,492)	79,857	(15,605,915)	(8,034,376)	(7,467,423)	566,953	(9,931,045)	(4,969,356)	(4,905,570)	63,786
Operating Expenses												
Employee Benefits	274,645	160,210	98,347	(61,863)	5,677,166	3,111,680	2,377,858	(733,822)	2,296,558	1,239,659	766,521	(473,138)
Less Capitalised Employee Benefits	-	-	-	-	-	-	(505)	(505)	-	-	-	-
Net Employee Benefits	274,645	160,210	98,347	(61,863)	5,677,166	3,111,680	2,377,353	(734,327)	2,296,558	1,239,659	766,521	(473,138)
Materials and Services	1,606,740	937,240	555,722	(381,518)	4,455,620	2,780,660	3,300,356	519,696	1,825,350	1,054,486	1,293,817	239,331
Depreciation and Amortisation	327,571	191,083	191,083	-	5,898,555	3,440,824	3,440,824	-	2,983,585	1,740,425	1,740,425	-
Finance Costs	-	-	-	-	-	-	-	-	-	-	-	-
Corporate Overhead	250,534	146,145	146,145	-	1,475,413	860,658	860,658	-	828,497	483,290	483,290	-
Total Operating Expenses	2,459,490	1,434,678	991,297	(443,381)	17,506,754	10,193,821	9,979,190	(214,631)	7,933,990	4,517,860	4,284,053	(233,807)
Operating (surplus)/deficit	(1,334,218)	(51,671)	(415,195)	(363,524)	1,900,839	2,159,445	2,511,767	352,322	(1,997,055)	(451,497)	(621,518)	(170,021)
Capital Revenue												
Capital Grants & Subsidies	-	-	-	-	-	-	(2,046,692)	(2,046,692)	-	-	-	-
Contributions	-	-	-	-	-	-	-	-	-	-	-	-
Contributions - Contributed Assets	-	-	-	-	-	-	-	-	-	-	-	-
Contributions from Developers - Cash	-	-	-	-	-	-	-	-	-	-	(135,500)	(135,500)
Disposal of Non-Current Assets	-	-	-	-	-	-	-	-	-	-	-	-
Total Capital Revenue	-	-	-	-	-	-	(2,046,692)	(2,046,692)	-	-	(135,500)	(135,500)
Capital Expenses												
Loss of Revaluation of Inventory	-	-	-	-	-	-	-	-	-	-	-	-
Restoration of Land Provision	-	-	-	-	-	-	-	-	-	-	-	-
Capital Expense Write-Off	-	-	-	-	-	-	-	-	-	-	-	-
Total Capital Expenses	-	-	-	-	-	-	-	-	-	-	-	-
Net Result (surplus)/deficit	(1,334,218)	(51,671)	(415,195)	(363,524)	1,900,839	2,159,445	465,075	(1,694,370)	(1,997,055)	(451,497)	(757,018)	(305,521)
Capital Funding Applications												
Capital Expenditure - New Assets	-	-	-	-	14,724,825	4,239,112	2,281,677	(1,957,435)	-	-	-	-
Capital Expenditure - Upgrade Assets	-	-	-	-	90,000	-	-	-	-	-	-	-
Capital Expenditure - Replacement Assets	-	-	-	-	10,257,218	4,390,900	4,960,160	569,261	1,400,000	740,000	656,628	(83,372)
Total Capital Funding Applications	-	-	-	-	25,072,043	8,630,012	7,241,837	(1,388,175)	1,400,000	740,000	656,628	(83,372)



Western Downs Regional Council
One Page Result
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	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	-	-	-	-	(6,551,561)	(3,275,780)	(3,285,261)	(9,481)	-	-	-	-	-	-	-	-
Volumetric	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Less: Discounts & Pensioner Remissions	-	-	-	-	306,313	153,157	137,298	(15,859)	-	-	-	-	-	-	-	-
Net Rates and Utility Charges	-	-	-	-	(6,245,248)	(3,122,623)	(3,147,963)	(25,340)	-	-	-	-	-	-	-	-
Fees and Charges	-	-	-	-	(2,007,031)	(1,170,768)	(1,171,593)	(825)	-	-	-	-	(910,000)	(530,833)	(530,932)	(99)
Rental and Levies	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Sales of Major Services	(7,792,606)	(4,545,687)	(3,991,808)	553,879	-	-	-	-	(3,116,504)	(1,817,961)	(2,376,094)	(558,133)	-	-	-	-
Operating Grants & Subsidies	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Interest and Investment Revenue	-	-	-	-	(28,413)	(16,574)	(14,248)	2,326	-	-	-	-	-	-	-	-
Other Income	-	-	-	-	(185,000)	(107,917)	(124,724)	(16,807)	-	-	-	-	-	-	-	-
Total Operating Revenue	(7,792,606)	(4,545,687)	(3,991,808)	553,879	(8,465,692)	(4,417,882)	(4,458,528)	(40,646)	(3,116,504)	(1,817,961)	(2,376,094)	(558,133)	(910,000)	(530,833)	(530,932)	(99)
Operating Expenses																
Employee Benefits	1,246,309	525,504	593,575	68,071	759,223	422,739	259,364	(163,375)	782,399	456,399	341,238	(115,161)	147,004	80,753	74,392	(6,361)
Less Capitalised Employee Benefits	(345,446)	-	-	-	-	-	-	-	(42,660)	(24,885)	(16,548)	8,337	-	-	-	-
Net Employee Benefits	900,863	525,504	593,575	68,071	759,223	422,739	259,364	(163,375)	739,739	431,514	324,690	(106,824)	147,004	80,753	74,392	(6,361)
Materials and Services	4,978,492	2,903,777	2,413,329	(490,448)	9,399,660	5,075,537	4,090,096	(985,441)	1,358,926	691,330	719,558	28,228	553,479	267,603	262,977	(4,626)
Depreciation and Amortisation	23,036	13,438	13,438	-	617,275	360,077	360,077	-	512,181	298,772	298,772	-	51,759	30,193	30,193	-
Finance Costs	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Corporate Overhead	330,323	192,688	192,688	-	272,697	159,073	159,073	-	188,051	109,696	109,696	-	55,720	32,503	32,503	-
Total Operating Expenses	6,232,714	3,635,407	3,213,030	(422,377)	11,048,855	6,017,426	4,868,610	(1,148,816)	2,798,897	1,531,312	1,452,716	(78,596)	807,962	411,052	400,065	(10,987)
Operating (surplus)/deficit	(1,559,892)	(910,280)	(778,778)	131,502	2,583,162	1,599,544	410,082	(1,189,462)	(317,608)	(286,649)	(923,378)	(636,729)	(102,038)	(119,781)	(130,867)	(11,086)
Capital Revenue																
Capital Grants & Subsidies	-	-	-	-	(192,325)	-	-	-	-	-	-	-	-	-	-	-
Contributions	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Contributions - Contributed Assets	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Contributions from Developers - Cash	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Disposal of Non-Current Assets	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Capital Revenue	-	-	-	-	(192,325)	-	-	-	-	-	-	-	-	-	-	-
Capital Expenses																
Loss of Revaluation of Inventory	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Restoration of Land Provision	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Capital Expense Write-Off	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Capital Expenses	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Net Result (surplus)/deficit	(1,559,892)	(910,280)	(778,778)	131,502	2,390,837	1,599,544	410,082	(1,189,462)	(317,608)	(286,649)	(923,378)	(636,729)	(102,038)	(119,781)	(130,867)	(11,086)
Capital Funding Applications																
Capital Expenditure - New Assets	-	-	-	-	1,426,786	546,901	356,055	(190,846)	220,665	26,000	637	(25,363)	90,000	90,000	75,299	(14,701)
Capital Expenditure - Upgrade Assets	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Capital Expenditure - Replacement Assets	-	-	-	-	-	-	-	-	507,328	266,333	129,339	(136,994)	516,785	100,000	106,408	6,408
Total Capital Funding Applications	-	-	-	-	1,426,786	546,901	356,055	(190,846)	727,993	292,333	129,976	(162,357)	606,785	190,000	181,707	(8,293)

Western Downs Regional Council Capital Status Update Jan-25																		
Project Details				Projects Status							Financial Information							
Financial Project Number	Project Description	Budget Type	District	Populate	Populate	Populate					Populate							Populate
				Project Complete	Project Issues Budget/ Delivery	Project Start	Project End	2024-25 Approved Budget	2023-24 Carry Over	Multi Year Project	YTD Budget	YTD Actuals	YTD Variance (YTD Budget less YTD Actuals)	Estimated Final Spend	Remaining Spend (estimated spend less actuals)	Project Variance (Under Budget) /Over Budget	Project Variance %	Comments
100812	Tara Landfill Weighbridge	Carry-Over	Tara			Sep-24	Apr-25	620,383	361,258		261,258	142,970	118,288	620,383	477,413	-	0%	At Council's November Ordinary meeting, Council resolved to appoint Newlands Civil to undertake the civil works for the project. Council also approved of the increased budget amount. The contract has now been fully executed and a contract commencement meeting will be on site in early January 2025. The State funding body (DESI) are being kept informed. Wet conditions are also still proving problematic for electrical works which are being organised by Council. A negative response has now been received from the DESI DG as a result of Council's request for additional subsidy.
100837	Wandoan Landfill Weighbridge	Carry-Over	Wandoan			Sep-24	Apr-25	770,303	318,418		249,543	180,028	69,515	770,303	590,275	(0)	0%	At Council's November Ordinary meeting, Council resolved to appoint Newlands Civil to undertake the civil works for the project. Council also approved of the increased budget amount. The contract has now been fully executed and a contract commencement meeting will be on site in early January 2025. The State funding body (DESI) are being kept informed. A negative response has now been received from the DESI DG as a result of Council's request for additional subsidy.
100709	New Office, Toilet Facility and Replacement of Cold Room at the Chinchilla Washdown Facility	Carry-Over	Chinchilla	Yes		Sep-24	Sep-24	90,000	90,000		90,000	75,299	14,701	75,299	-	(14,701)	-16%	Project completed
100610	Dalby Washdown Facility Mitigation Works	Carry-Over	Dalby			Jan-25	Apr-25	516,785	516,785		100,000	106,408	(6,408)	516,785	410,377	-	0%	Thomas Mannhardt (superintendent) overseeing project. MFE have raised Tax Invoice for Progress Claim No 1 \$46,452.86. Expected closure of facility and works to commence is January 2025. Update: Previously MFE were targeting 5 February 2025 for Practical Completion (PC). The latest forecast for PC is 30 April 2025 due to the extended ~18 week lead time in the arrival of the RAS and WAS pumps. MFE have submitted an EOT
100906	Wind Turbine Blade Installation at Bell	Carry-Over	Bell	Yes	Budget	Mar-23	Oct-24	57,367	57,367		57,367	57,398	(31)	57,398	-	31	0%	WORKS COMPLETE Project completed in October.
100749	Regional Sculpture Trail/Public Art - "Tara Lagoon Mural" - (2023-24 Project)	Carry-Over	Regional	Yes		Oct-24	Nov-24	48,810	48,810		48,810	20,370	28,440	20,370	-	(28,440)	-58%	WORKS COMPLETE: The relocation of the project to Tara Lagoon, and the painting of the mural on a newly constructed wall will be done by end October, with 2 weeks paint curing time before we can put an "anti-graffiti" coating over the mural.
100592	Dalby Cunningham St (Main St) Redevelopment Design	Carry-Over	Dalby		Delivery	Sep-24	Dec-24	224,933	224,933		120,000	62,893	57,107	205,797	142,904	(19,136)	-9%	Project has been halted. Project to be re-phased and completed later in the forecast period.
100738	Regional Park Signage (100724) (inc 2023/24 Carry-Overs)	General	Regional			Dec-24	May-25	58,119	18,119	Yes	40,000	339	39,661	58,119	57,780	-	0%	Engaged with comms & Tourism - awaiting design return expected by December - project completion estimated April 25.
100821	Upgrade of Waterloo Plains Environmental Park Wandoan	Carry-Over	Wandoan			Jan-25	Jun-25	421,726	421,726		200,000	50,135	149,865	421,726	371,591	-	0%	PMO TO DELIVER. Cultural heritage finalised Shelter and platform construction commenced 4/11 and due to be complete Jan 25 Playground Tender awarded
100516	Boundary Fence Replacement Central Park Jandowae	Carry-Over	Jandowae			Sep-23	Apr-25	52,300	52,300		10,000	-	10,000	71,560	71,560	19,260	37%	Works Awarded -PO:00012565 - \$72,875 (Privacy Fencing) & \$5841.28 Unique Laser. Fabrication not to commence until the conclusion of community consultation. Additional budget has been approved by Council (utilising remainder of P&R replacement budget). PO's have been issued to both contractors. Awaiting comms & marketing before progressing.
100832	Wandoan War Memorial, Racing and Recreation Reserve JG Willacy Pavilion Re-Stumping 2023/24	Carry-Over	Wandoan	Yes		Sep-24	Sep-24	71,890	71,890		71,890	71,890	-	71,890	-	-	0%	Project completed in September
100839	Wandoan Recreation Reserve Power Poles Replacement	Carry-Over	Wandoan			Jan-25	Jun-25	98,260	98,260		60,000	2,644	57,356	98,260	95,616	-	0%	RFQ closed 29/11 Reviewing scope to ensure project is within budget
100693	Miles Aquatic Filter Replacement 2023/24	Carry-Over	Miles	Yes	Budget	2023	Sep-24	136,850	136,850		136,850	149,854	(13,004)	149,854	-	13,004	10%	WORKS COMPLETE Variance due to technical consultant inspection required during the works, approval to use underspends in the same asset class
100793	Regional Power Pole Renewal (Sport & Recreation Grounds Renewal Program) 2023/24 (100273)	Carry-Over	Regional		Budget	Nov-24	Apr-25	83,487	83,487		40,000	11,993	28,007	86,561	74,568	3,074	4%	RFQ closed 29/11 Currently reviewing scope. Approval to utilise underspends within the Sports & Rec asset class to undertake priority power pole replacements at Sports & Rec facilities.
100573	4B Moore St Wandoan Interior Painting & AC Replacement (Council Housing Renewal Program) 2023/24	Carry-Over	Wandoan	Yes			Oct/24	15,000	15,000		15,000	11,245	3,755	11,245	-	(3,755)	-25%	WORKS COMPLETE
100633	Extend Leasing Space at Dalby Aerodrome 2023/24	Carry-Over	Dalby	Yes		Mar-24	Sep-24	374,998	374,998		374,998	242,092	132,906	374,998	132,906	-	0%	WORKS COMPLETE Awaiting final invoice and working through defects
100780	SCADA Firewall Architecture Changes Phase 1 (100170)	Carry-Over	Regional	Yes		Jul-24	1/11/2024	49,523	49,523		49,523	49,523	0	49,523	0	-	0%	All hardware has been purchased and received. Installation of hardware is funded by operational budget.
100613	Dalby Water Supply Upgrade - Treatment Development (100650) (inc 2023/24 Carry-Overs)	General	Dalby				Jun/25	10,751,732	313,732	Yes	2,838,012	230,399	2,607,613	10,751,732	10,521,333	-	0%	Evap Ponds Tender under evaluation. Carry-over intended for Pilot plant testing, proposed work on hold pending review of bore quality results.
100846	Water Regional Mains Replacement (inc 2023/24 Carry-Overs)	General	Regional				Jun/25	3,050,000	99,012	Yes	1,080,000	575	1,079,425	3,050,000	3,049,425	-	0%	Sep E underway, Sep F contract execution stage
100612	Dalby Water Supply Upgrade - Pipeline Corridor (100443) (inc 2023/24 Carry-Overs)	General	Dalby				Jun/25	9,260,311	7,273,311	Yes	4,337,000	6,709,899	(2,372,899)	9,260,311	2,550,412	-	0%	Carry-over due to contract negotiations for Stage 2 in progress. Stage 1 pipeline has been installed.
100790	Install Solar Panelling @ Dalby CSC Car Park (100468) 2021/22	Carry-Over	Dalby				Dec-24	146,324	146,324		100,000	-	100,000	133,625	133,625	(12,699)	-9%	Project still ongoing with contractor
100473	3267 Hino Crane Truck Replacement 2023/24	Carry-Over	Regional	Yes		Jul/24	Sep-24	200,000	200,000		200,000	174,336	25,664	174,336	-	(25,664)	-13%	Project completed
100484	3491 Fuso Canter 815 Crew Truck Replacement 2023/24	Carry-Over	Regional	Yes	Budget	Jul/24	Sep-24	140,000	140,000		140,000	172,031	(32,031)	172,031	-	32,031	23%	Project completed
100437	2023/24 White Fleet Replacement Program 2023/24	Carry-Over	Regional	Yes		Jul/24	Sep-24	231,314	231,314		231,314	-	231,314	-	-	(231,314)	-100%	Project completed
100447	2532 Isuzu Water Truck Replacement 2023/24	Carry-Over	Regional	Yes		Jul/24	Oct-24	301,222	301,222		301,222	301,222	-	301,222	-	-	0%	Project completed
100722	Emergency Management Trailers x2 - Disaster Resilience Project (Shell/QGC) 2023/24	Carry-Over	Regional	Yes	Budget	Jul/24	Oct-24	50,000	50,000		50,000	54,695	(4,695)	54,695	-	4,695	9%	Project completed
100776	Sandalwood Avenue (New Footpath) - LRCI Phase 4 (100168) (inc 23/24 Carry-Overs)	General	Dalby			Jan/24	Jun/25	720,000	20,000	Yes	170,000	5,201	164,799	720,000	714,799	-	0%	About to be awarded
100789	Slessar Street - New Footpath (LRCI Part A) (100270) (inc 23/24 Carry-Overs)	General	Chinchilla	Yes		Dec-24	Jun/25	370,000	20,000	Yes	370,000	188,613	181,387	200,000	11,387	(170,000)	-46%	WORKS COMPLETE
100901	Wheeler St (0 - 0.424) - Reconstruct (100350) (inc 23/24 Carry-Overs)	General	Chinchilla	Yes		Sep-24	Dec-24	472,422	374,727	Yes	247,695	417,562	(169,867)	460,000	42,438	(12,422)	-3%	WORKS COMPLETE - Issues with stormwater installation due to power pole relocation and multiple wet weather delays. Works completed early Dec awaiting final invoices
100622	Dorney St (0 - 0.473) Reconstruct (100653) (inc 23/24 Carry-Overs)	General	Chinchilla	Yes		Sep-24	Nov-24	528,507	419,522	Yes	528,507	420,699	107,808	440,000	19,301	(88,507)	-17%	WORKS COMPLETE - awaiting on final invoices Carry over \$ from 23/24 fy Under budget
100685	Markham's Hill Rd (Z592m to 5041m) - Upgrade (100687) (inc 2023/24 Carry-Overs)	General	Dalby			May-25	Jun/25	744,891	142,994	Yes	50,000	-	50,000	744,891	744,891	-	0%	
100822	Upper Humbug Road (0.00 - 0.00) (Resource Funded - QGC) (inc 2023/24 Carry-Overs)	General	Tara	Yes		Jul/24	Oct-24	1,663,515	1,253,894	Yes	1,663,515	1,517,420	146,095	1,517,420	-	(146,095)	-9%	WORKS COMPLETE - Awaiting final invoices
100689	McCaskers Road (0.00 - 0.00) (Resource Funded - QGC)	General	Tara	Yes		Jul/24	Sep-24	732,160	(267,840)	Yes	732,160	347,320	384,840	347,320	-	(384,840)	-53%	WORKS COMPLETE
100563	Clifford Rd, Wandoan (3.0 - 13.75) - LRCI Phase 4 (100418) (inc 2023/24 Carry-Overs)	General	Wandoan			Feb-25	Jun/25	2,070,500	70,500	Yes	390,000	192	389,808	2,070,500	2,070,308	-	0%	
100642	Glenern Rd, Glenmorgan (20.5 - 30.00) - LRCI Phase 4 (100664) (inc 2023/24 Carry-Overs)	General	Tara			Oct-24	Jun/25	2,373,900	73,900	Yes	1,003,900	954,921	48,979	2,373,900	1,418,979	-	0%	Stage 1 works in progress due for completion Xmas break, long haulage for trucks, a lot of wet weather delays
100524	Bundi Road, Wandoan (39 - 44) - LRCI Phase 4 (100597) (inc 2023/24 Carry-Overs)	General	Wandoan			Oct-24	Feb-25	1,185,100	285,100	Yes	665,100	414,724	250,376	1,185,100	770,376	-	0%	Works in Progress - hold up with cultural heritage approvals for side tracks on culverts, wet weather delays
100640	Girrahween Design and Construction Project (Arrow Energy Funded) (100460)	General	Miles			May-24	Sep-24	871,129	(48,764)	Yes	871,129	792,872	78,257	830,000	37,128	(41,129)	-5%	Road Works Completed- Awaiting on final tree mulching after xmas as no availability
100672	Lawson Street - Burke to Leichhardt (0-0.155) Reconstruct 2023/24 (100680)	Carry-Over	Dalby	Yes	Budget	Jul-24	Jul-24	80,374	80,374		80,374	84,450	(4,076)	84,450	-	4,076	5%	WORKS COMPLETE
100534	Castle St (0-0.221) Reconstruct 2023/24 (100405)	Carry-Over	Chinchilla	Yes	Budget	Jul-24	Jul-24	8,286	8,286		8,286	43,741	(35,455)	43,741	-	35,455	428%	WORKS COMPLETE Installation of footpath, pram ramps and concrete spoon drain
100746	Regional Road Resilience 2023/24 (100758)	Carry-Over	Regional			Nov-24	Jun-25	819,242	819,242		350,000	432,265	(82,265)	819,242	386,977	-	0%	
100687	Mary Street area Dalby (Stage 3) (100484) (inc 2023/24 Carry-Overs)	General	Dalby			Feb-25	Jun-25	1,080,991	750,284	Yes	780,707	-	780,707	1,080,991	1,080,991	-	0%	
104841	Mary Street Stormwater Upgrade 2022/23 (101022)	Carry-Over	Dalby			Feb-25	Jun-25	135,622	135,622		130,000	-	130,000	135,622	135,622	-	0%	
100797	Wandoan Washdown Bay 2022/23 (100178)	Carry-Over	Wandoan	Yes		Jul-24	Sep-24	9,264	9,264		9,264	6,800	2,464	7,700	900	(1,564)	-17%	Works complete just commissioning by company delayed due to their availability
Total Capital Works								222,886,965	146,599,558		108,062,364	65,816,160	42,246,203	216,678,838	150,862,678	(1,008,127)		

Title **Infrastructure Services Quarterly Report October to December 2024**

Date 6 February 2025

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.
- 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 parks, open spaces, and community facilities are alive with activities and connect our communities.
- 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 effective asset management ensures that we responsibly maintain our community assets.

Material Personal Interest/Conflict of Interest

There are no personal interests nor conflicts of interest associated with the consideration of this matter.

Officer's Recommendation

That this report be received.

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 from October to December 2024 for the Infrastructure Services' Works, Utilities and Technical Services teams.

It is noted that requested local spend data was previously reported through to Council in this report. Staff are currently undertaking training to produce system reports, following the partial implementation of the OneCouncil ERP solution. It is expected that this data will be available in the near future.

Consultation (Internal/External)

Consultation has occurred with the Works, Utilities and Technical Services departments within Council.

Legal/Policy Implications (Justification if applicable)

There are no legal or policy implications.

Budget/Financial Implications

There are no budget or financial implications.

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 provides an overview of the Infrastructure Services' Works, Utilities and Technical Services departments for the last quarter of 2024. It is for Council to receive and note.

Attachments

- 1 Infrastructure Services Quarterly Report October to December 2024

Authored by: Brooke Harper, **PROJECT SUPPORT OFFICER**

Infrastructure Services

Quarterly Report

October - December 2024

WORKS CONSTRUCTION



Slessar St, Chinchilla

Footpath Complete ✓



**Chinchilla VIC
Car Park**

Works Complete ✓

18.7kms

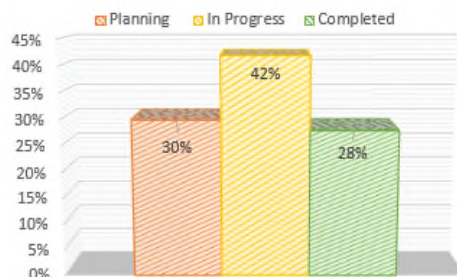
*Of the roads up-
graded or recon-
structed*



Works Complete ✓

- Upper Humbug Road, Tara (12.840- 19.107) Road Upgrade to Bitumen Seal
- Redmarley Road, Condamine (0.04-3.00) Road Widening
- Roche Creek Road, Wandoan (15.76-17.21) Reconstruct and Road Widening
- Old Rosevale Road, Jandowae ((17.0-18.7) Road Reconstruction
- Wheeler Street, Chinchilla (0.00-0.424) Reconstruction inc new Kerb
- Dorney Street, Chinchilla (0.00-4.73) Reconstruction inc new Kerb
- Chinchilla Vic Car Parking, Chinchilla , Upgrade
- Cambridge Crossing Road, Tara (26.2-27.4) - Road Reconstruction
- Slessar St, Chinchilla - New Concrete Footpath (LRCI Funded) Chinchilla Hospital to Bulldog Park Link
- Villacy St, Wandoan - New Concrete Footpath

WORKS CAPITAL



1,019 metres

Of the footpaths constructed



**Burra Burri Darr Creek Road,
Burra Burri - In Progress**

The Works Department, in collaboration with private contractors, is in the process of delivering over 48 kilometres of gravel resheeting, incorporating flood damage restoration between two works packages: Dalby North and Old Moonie Road.

Chinchilla VIC New Indented Concrete Car Park has been constructed providing travellers with a safe spot to stop, access amenities and visit the Visitor Information Centre.

In Progress

- Commodity Court, Dalby - Reconstruction & Betterment
- Glenern Road, Glenmorgan (20551-29988) Road Upgrade to Bitumen Seal
- Burra Burri Creek Road, Burra Burri (27.8-30.20) Reconstruct and Road Widening
- Burra Burri-Darr Creek Road, Burra Burri (8.50-10.0) Reconstruct and Road Widening
- Edward Street, Chinchilla - Road Upgrade;
- Bundi Road, Bundi (39.37-44.04) - Road Upgrade to Bitumen Seal
- Dulacca South Road, Dulacca - (16.1-22.6) Road Widening;
- Old Moonie Highway - Flood Damage & Gravel Resheet (28.245-30.380)
- Dalby North Flood Damage & Gravel Resheet Package (15.773 kms)
- Butlers Road, Miles Flood Damage & Gravel Resheet (9.355 kms)

WORKS MAINTENANCE

In Progress

- 2024/25 (Bitumen) Reseal Program
- Shoulder Resheeting and Pavement Repairs on Chinchilla Tara Rd
- Bridge Maintenance Program resulting from Routine Inspections
- DTMR Emergent Works for Southern Summer Rainfall and Flooding Disaster Event (9 December—14 January)

Completed

- McCaskers Rd Flood Damage and Complimentary pavement repairs
- Western Rd Pavement Repairs
- Level 3 Bridge Inspections on various regional structures
- Preparation of RMPC Forward List of Works for 2024/25—prioritising and planning regional spend for the current contract
- 2024/25 (Bitumen) Reseal Prior Works
- Retreat Rd Gravel Resheet



What's Next

- * *Replacement of boundary fencing at Works Depots located Dalby, Meandarra, and Wandoan*
- * *Dalby Saleyards parking area bitumen reseal and pavement repairs*
- * *Dalby Events Centre carpark bitumen reseal and pavement repairs*
- * *Warrego Hwy Asphalt Repair program*

DECEMBER/JANUARY FLOODING

During late December 2024 and early January 2025, the region experienced severe storms and accompanying flooding. The area north of Dalby was particularly impacted, with road closures and damage being responded to by call-out staff during the Christmas shutdown.

DTMR have indicated that the district has activated for this event, and will soon give approval for WDRC to undertake emergent repairs on the State Road Network. In preparation, Works staff are cataloguing damages and preparing works packages for delivery by internal crews and contractors over the coming 3 month period.

RMPC Update

(Note figures from 1 Aug 2024 due to OneCouncil Transition)

RMPC Budget: \$5.398M

Defect Backlog Value: \$36.67M

WORKS FLOOD DAMAGE RESTORATION

Status Update

- * Approximately \$167.6M of Restoration of Essential Public Assets (REPA) submissions approved by the Queensland Reconstruction Authority (QRA).
- * Forty-one (41) Works Packages are completed. These represent an equivalent of 70% of the approved REPA program completed. Council has completed another 8% of the program.
- * A further fourteen (14) Works Packages are in-progress, or awarded and about to commence: seven (7) on unsealed roads; five (5) on sealed roads; and two (2) drainage packages. These represent a further equivalent 18% of the REPA program.
- * Aside from some projects identified to be delivered with the Betterment projects, all of the REPA program has now been procured.
- * Council has nine (9) gravel supply contracts in place. Council will procure approximately 1,040,000 tonnes from commercial gravel sources at a cost of approximately \$18.4M.
- * Council will source approximately 540,000 tonnes from fifteen (15) of its own pits.
- * A contract for detailed design services for the Betterment projects continues.
- * The Betterment works remain to be procured, following completion of the detailed design.

Awarded Packages

- * **Package Seal 06** (Numerous locations surrounding Chinchilla, to Kogan / Condamine / Miles / Hookswood / Blackswamp / Burncluith / Langlands / Tuckerang / Brigalow)
- * **Package Seal 07** (Numerous locations between north of Jandowae, through Warra / Macalister, and Ducklo)
- * **Package Seal 08** (Dalby / Blaxland / St Ruth / Springvale)
- * **Package Drainage 03** (Various locations in the north-east of the Region, between Dalby / Warra / Jinghi / Diamondy / Bunya Mountains / Kaimkillenbun)



\$7,192,794 Contract Value Awarded (ex GST)



4 Contracts Awarded



9 Contracts Commenced



0 Request for Quotes Called



11 Contracts Completed



128 Roads Awarded Works

WORKS

FLOOD DAMAGE RESTORATION

IN PROGRESS...

- ◆ Package 35 (Drillham / Drillham South / Dulacca / Moraby)
- ◆ Package 36 (Boonarga / Chances Plain / Wychie / Pelican / Canaga / Langlands / Jinghi / Tuckerang / Warra)
- ◆ Package Seal 04 (Waikola / Clifford / Bundi / Grosmont / Wandoan / Woleebee / Roche Creek / Bungaban / Guluguba)
- ◆ Package Seal 05 (Numerous sites over a widespread area from Gurulmundi in the north through Drillham / Dulacca / Miles / Condamine / Meandarra / Tara and through to Flinton / Westmar / Moonie area in the south)
- ◆ Package Drainage 01 (Numerous locations in the north-west of the Region, from south of Miles / Drillham / Dulacca through to Eurombah / Grosmont / Bungaban)
- ◆ Package 39 (Yulabilla / Drillham South / Condamine / The Gums / Tara)
- ◆ Package 40 (Crossroads / Wieambilla / Tara)
- ◆ Package 41 (Jandowae / Tuckerang / Warra / Jimbour West / Macalister / Pirrinuan / Dalby)
- ◆ Package 42 (Jandowae / Cooranga / Jimbour East / Bell / Kaimkillenbun / Pirrinuan / Dalby)
- ◆ Package 43 (Coomrith / Inglestone)
- ◆ Package Seal 08 (Dalby / Blaxland / St Ruth / Springvale)

Completed Packages

- * Packages 1-17, 18-21, 22-24, 26, 28-29 & 32, previously reported
- * Package Seal 01 & Seal 02, previously reported
- * Package 17A (Tara)
- * Package 25 (Eurombah / Clifford / Bundi / Grosmont / Bogandilla)
- * Package 27 (Tara / The Gums / Moonie)
- * Package 30 (Woleebee / Wandoan / Guluguba / Pelham / Gurulmundi / Kowguran / Dalwogon / Myall Park / Hookswood)
- * Package 31 (Cooranga / Bell / Moola / Kaimkillenbun / Dalby)
- * Package 33 (Fairyland / Burra Burri / Jinghi)
- * Package 34 (Wieambilla / Montrose / Tara)
- * Package 37 (Jinghi / Jandowae / Diamondy / Cooranga)
- * Package 38 (Dalby / Irvingdale / Blaxland / Kaimkillenbun / Moola)
- * Package Seal 03 (Jandowae / Diamondy / Cooranga / Jimbour East / Bell / Bunya Mountains / Kaimkillenbun)
- * Package Drainage 01 (Numerous locations in the north-west of the Region, from south of Miles / Drillham / Dulacca through to Eurombah / Grosmont / Bungaban)



Drainage Works - Elerslie Road

TECHNICAL SERVICES

Design

Achievements

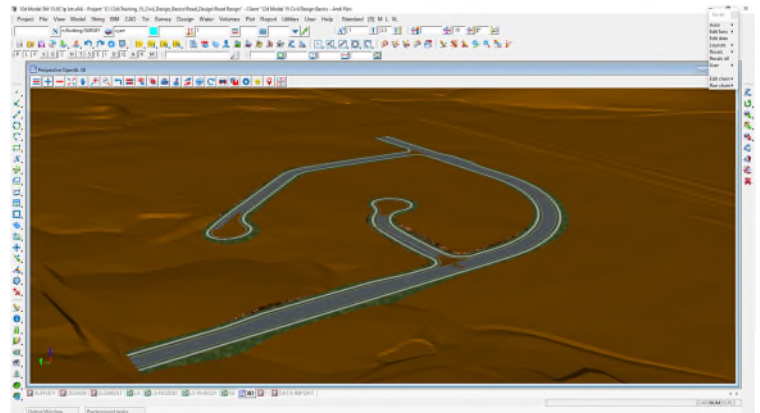
- 2024-25 Design Program - Currently 95% (55/58) Issued For Construction (IFC)
- 21/38 additional miscellaneous projects completed
- David Hubner—Design Coordinator completed Bachelor Engineering Honours degree

What's Next

- Continue survey RFQ's for 2025-26 Design Program
- Awaiting 3 property acquisitions to finalise designs
- Review of Standard Drawings
- On going 12d training

In Progress

- 2025-26 draft Design Program commenced
- Finalising the last 3 projects for 2024-25, Hayden Street, Dalby, Wambo Street, Dalby, Fraser Street, Chinchilla



12D Training module—Road design

GIS & Assets

Achievements

- Awarded the Asset Management Plan rewrite to Shepherd Services
- Completed the bi-annual drone survey of mobile pits

In Progress

- Smart Program—Continuation of Asset Management Module
- Asset Management Plan workshops scheduled from January with respective Asset Managers
- Team continuing the development for Asset Custodian Framework

What's Next

- Asset Management Plan rewrites
- Smart Digital Program Phase 3—Spatial
- Water and sewer valuation

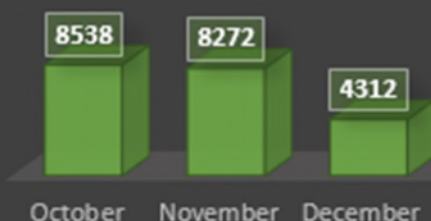
MOBILE PITS MATERIAL

■ Mobile Pits Material



JIMBOUR QUARRY PRODUCTION

■ Jimbour Quarry Production



298 Resource Permits
284 Corridor Permits
2649 NHVR Permits

TECHNICAL SERVICES

Corridor Management

In Progress

- Arrow Energy continuing working with team towards upgrades of roads in the Miles region prior to commencement of their Girraween Project.
- Wambo Wind Farm Project (WWFP) Stage 1 continuing road upgrades between Hickey Road, Jandowae and Diamondy Road, Diamondy to facilitate the transportation of turbine components.
- Component delivery commenced at rate of 1.5 turbines per week
- WWFP team summoned to Council for urgent meetings over a fortnight to address high risk safety concerns regarding project traffic, site management and contractor management. A reset was initiated, 3rd party audits on traffic systems initiated, Chain of responsibility training, implementation of In vehicle monitoring systems and other measures to address council and our communities concerns.
- Contiguous monitoring on going

Achievements

- Origin/ QGC funded Upper Humbug Road— upgrade Origin funded McCaskers Road upgrade completed
- Permits processed in 2024 total 13,631 an increase of 14.8% on 2023. Up from 4446 over the past 5 years.

What's Next

- Renewable projects are on the increase with 8 new wind farms proposed. Early discussions have commenced in order to establish necessary Road Infrastructure Agreements, including Bungaban, Goombi Energy, Marmadua, and Middle Creek

Quarry & Mobile Pits



Site Office - Protected by plant placement

In Progress

- Crushing of aggregates and road base for internal and external demand
- Training staff on various plant

What's Next

- Review critical spares
- Review Pit provisions in the north east of the region
- DTMR Quarry Registration—evidence has been submitted
- Anti theft measures for isolated pits to reduce risk (refer photo)

Achievements

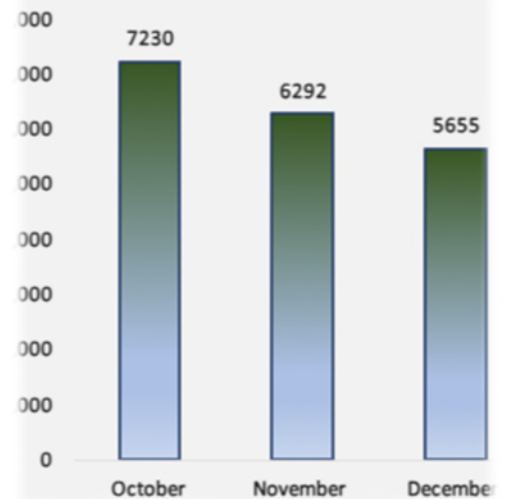
- 4 day week trial implemented ensuring the Quarry is open all working week
- External local contractors completed crushing program for the DRFA flood works
- Quarry Coordinator—attained qualification in Training and Assessing and will enable VOC's to be undertaken
- **Production Quarry** - 21,122t gravel and aggregates
- **Production Mobile Pits** - 97,510t inhouse plus, by external contractor for Flood Recovery Project and Works construction

UTILITIES

In Progress

- Dalby Water Supply Upgrade - Stage 2 pipeline in progress - 75% complete.
- Dalby Water Supply Upgrade - Evaporation Pond D&C Tender advertising closed. Under evaluation.
- Water Main Replacement:
 - ⇒ Chinchilla - Atkins St commenced.
 - ⇒ Tara - Fry St water tower to Milne St design complete. Chris Buckley mobilised onsite.
- Regional Sewer Relining 24/25 - 50% complete.
- Filter Monitor Upgrade - Installed. SafeGroup to complete programming.
- Boyd St SPS Fence - Evaluation Complete. Works to begin 25/26 financial year.
- Eastern Meter Replacement Program awarded.
- Western Meter Replacement Program being scoped.
- Flow Meter Validation - Stage 2 awarded. Stage 3 scope in progress
- Treatment Plant Flowmeters 60% delivered.
- Dalby RO Tank Repairs - Awarded. Scheduled for February.
- Tara Imhoff tank internally cleaned out, more to complete and investigate.
- Water Tower LAD Safe - submissions under evaluation

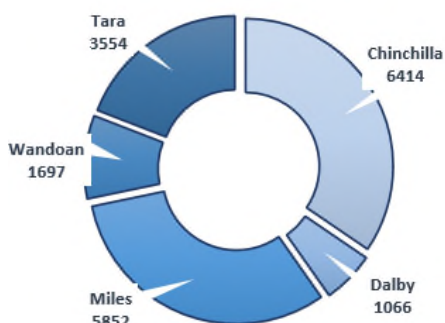
Dalby Natural Gas Consumption Volume (Gj)



Rainwater Tank Rebate

- ⇒ 48 Approvals issued
- ⇒ 56 Applications received during Q2 2024/25
- ⇒ 1,552,439 Litres of water storage increased for the region
- ⇒ \$44,500 of budget used

Standpipe Consumption (kL)



UTILITIES

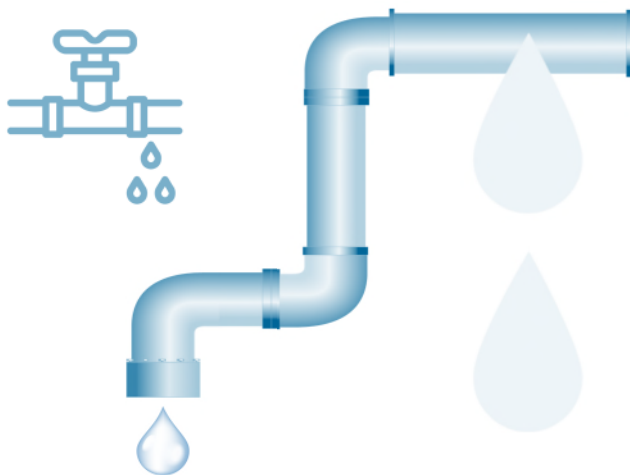
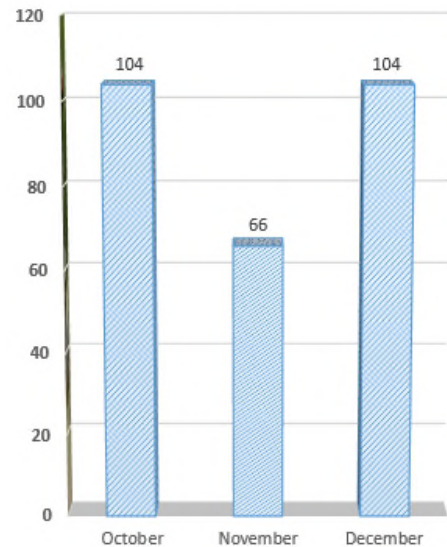
Completed Projects

• Water Main Replacement:

⇒ Chinchilla: Little St, Windmill Rd, Fraser St, Barber St, Evans St.

- Dalby SPS1 Pump Replacements
- Miles Recycled Water - Stainless Steel Baffle Installed
- Dalby Water Supply Upgrade - Dalby WTP to Watt St pipeline
- Fortescue St Dalby Sewer Blockage has been successfully grinded out.

CRM'S RECEIVED



SCHEME AVERAGE DAILY CONSUMPTION/CONNECTION (L/CONNECTION/DAY)



What's Next

- Dalby Clearwater Tank - platform between Clarifier and Flash Mix ordered.
- Inspection of properties for Wandoan land re-instating

Title **Infrastructure Services 2024/25 Capital Works Progress Update January**

Date 7 February 2025

Responsible Manager D. Dibley, WORKS MANAGER CONSTRUCTION

Summary

The purpose of this Report is for the Works Department to provide an update to Council regarding the 2024/25 Capital Works Program for the month of January 2025.

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.

- We invest in safe, well maintained road networks to connect our region and support economic activities.

Strategic Priority: Sustainable Organisation

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

- 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

20 June 2024, in a Special Meeting Council adopted the 2024/25 Budget including Council's Capital Works Program.

Report

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

RECENTLY COMPLETED PROJECTS

Due to the Christmas shutdown, no projects were completed in January because of the limited working timeframe. All projects were carried over from December into the January construction period.

PROJECTS IN PROGRESS

1. Commodity Court, Dalby - Road Reconstruction and Betterment;
2. Glenern Road (20.551- 29.988) Road Upgrade to Bitumen Seal;
3. Burra Burri-Darr Creek Road, Fairyland (8.50-10.0) Road Reconstruction and Widening;
4. Burra Burri Creek Road, Fairyland (27.8-30.20) Road Reconstruction and Widening;
5. Bundi Road, Bundi (39.37-44.04) Road Upgrade to Bitumen Seal;
6. Edward Street, Chinchilla - Road Upgrade;

7. Dulacca South Road, Dulacca - (16.1-22.6) Road Widening;
8. Windmill Road, Chinchilla (0.00-0.623) Road Reconstruction inc new Kerb and Channel ;
9. Dalby North Gravel Resheeting / Flood Damage Restoration;
10. Old Moonie Road, Moonie Gravel Resheeting / Flood Damage Restoration;
11. Works Depot Fence Replacements; and
12. 2024/25 Regional (Bitumen) Reseal Program.

UPCOMING PROJECTS

1. Kupuun Duleen Road, Kupuun (0.07-2.30) Road Reconstruction;
2. Springvale Road, Springvale (13-13.8) Road Reconstruction;
3. Little Street, Chinchilla (0.0-162) Road Reconstruction inc new Kerb & Channel;
4. Regional (Bitumen) Reseal Prior Works - 2025/26 Sites; and
5. Regional Sealed Road Drainage Maintenance Program.

COMMERCIAL WORKS

RECENTLY COMPLETED PROJECTS

1. 24/25 DTMR Reseal Prior Works Program (Chinchilla Tara Road, Tara Kogan Road, Moonie Highway)

PROJECTS IN PROGRESS

1. 2024/25 RMPC
2. 24/25 DTMR Reseal Prior Works Program (Roma Taroom Rd, Bunya Hwy)
3. Regional Lippia Herbicide Spraying Program (ongoing until sufficient kill achieved)

UPCOMING PROJECTS

1. Element 16 Resheeting - Warra Canaga Creek Road
2. Regional Drainage Maintenance Program
3. Asphalt Repair Package

FLOOD DAMAGE RESTORATION

RECENTLY COMPLETED PROJECTS

1. QRA REPA Flood Damage Restoration 2021/22 Package 35 (Drillham / Drillham South / Dulacca / Moraby);
2. QRA REPA Flood Damage Restoration 2021/22 Package 37 (Jinghi / Jandowae / Diamondy / Cooranga); and
3. QRA REPA Flood Damage Restoration 2021/22 Package 43 (Coomrith / Inglestone).

PROJECTS IN PROGRESS

1. QRA REPA Flood Damage Restoration 2021/22 Package 36 (Boonarga / Chances Plain / Wychie / Pelican / Canaga / Langlands / Jinghi / Tuckerang / Warra);
2. QRA REPA Flood Damage Restoration 2021/22 Package Seal 04 (Waikola / Clifford / Bundi / Grosmont / Wandoan / Woleebee / Roche Creek / Bungaban / Guluguba);
3. QRA REPA Flood Damage Restoration 2021/22 Package Seal 05 (Numerous sites over a widespread area from Gurulmundi in the north through Drillham / Dulacca / Miles / Condamine / Meandarra / Tara and through to Flinton / Westmar / Moonie area in the south);
4. QRA REPA Flood Damage Restoration 2021/22 Package 39 (Yulabilla / Drillham South / Condamine / The Gums / Tara);
5. QRA REPA Flood Damage Restoration 2021/22 Package 40 (Crossroads / Wieambilla / Tara);
6. QRA REPA Flood Damage Restoration 2021/22 Package 41 (Jandowae / Tuckerang / Warra / Jimbour West / Macalister / Pirrinuan / Dalby);
7. QRA REPA Flood Damage Restoration 2021/22 Package 42 (Jandowae / Cooranga / Jimbour East / Bell / Kaimkillenbun / Pirrinuan / Dalby);
8. QRA REPA Flood Damage Restoration 2021/22 Package Seal 08 (Dalby / Blaxland / St Ruth / Springvale);
9. QRA REPA Flood Damage Restoration 2021/22 Package Drainage 02 (Various locations around Chinchilla / Brigalow / Montrose / Condamine and in the south-west of the Region, between Weranga / Glenmorgan / Coomrith / Westmar / Moonie);
10. QRA REPA Flood Damage Restoration 2021/22 Package Drainage 03 (Various locations in the north-east of the Region, between Dalby / Warra / Jinghi / Diamondy / Bunya Mountains / Kaimkillenbun);

11. QRA REPA Flood Damage Restoration 2021/22 Package Seal 06 (Numerous locations surrounding Chinchilla, to Kogan / Condamine / Miles / Hookswamp / Blackswamp / Burncluith / Langlands / Tuckerang / Brigalow); and
12. QRA REPA Flood Damage Restoration 2021/22 Package Seal 07 (Numerous locations between north of Jandowae, through Warra / Macalister, and Ducklo).

UPCOMING PROJECTS

1. Springvale Road Betterment Project
2. Wilds Road Betterment Project
3. Sandalwood Road Betterment Project
4. Giligulgul Road Betterment Project

2024/25 PROJECTS DESIGN STATUS UPDATE

Design Program is 95% completed (55/58):

- a. 92% - Roadworks Design Program (35/38) projects Issued for Construction (IFC);
- b. 100% - Footpath Design Program (91010) projects Issued for Construction;
- c. 100% - Dust Suppressions (10/10)

Remaining Projects Status -

Hayden Street (30%) - design progressed

Wambo St – awaiting direction

Fraser St - 90% progressed

Supplementary (Extra) jobs – 21 complete of 38 projects

2025/26 PROJECTS DESIGN STATUS UPDATE

Design Program is 16% completed (7/45)

- a. 4% - Roadworks Design Program (1/29) projects Issued for Construction (IFC);
- b. 0% - Footpath Design Program (0/10) projects Issued for Construction;
- c. 100% - Dust Suppressions (6/6)

Consultation (Internal/External)

Following Council's resolution to receive the report, updates will be posted on Council's social media platforms to inform Western Downs Regional Council's community

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'.

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

Conclusion

The Works Department continue to deliver the Capital Works Program. Due to the rainfall received this year, delays have been experienced impacting the capital works program.

Attachments

Nil

Authored by: Debbie Dibley, WORKS MANAGER CONSTRUCTION

Title	Engagement of Queensland Manufacturing Institute to deliver the Regional Economic Futures Fund (REFF) program objectives.
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Date	10 February 2025
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Responsible Manager	D. FLETCHER, General Manager (Community & Liveability)
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Summary

The purpose of this report is to seek Council approval for the direct engagement of Queensland Manufacturing Institute to deliver the Regional Economic Futures Fund (REFF) program objectives.

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.
- Our business and industry actively live and buy local.

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 Council:

1. Receives this report and resolves, in accordance with Sections 235(a) and 235(b) of the *Local Government Regulation 2012*, to enter into a large-sized contractual arrangement with Queensland Manufacturing Institute Ltd (ABN 84 076 854 638) to deliver the objectives of the *Regional Economic Futures Fund (REFF) Agreement*. Given the specialised nature of the services required, inviting tenders would be impractical and disadvantageous.
2. Delegates authority to the Chief Executive Officer (or delegate), under the *Local Government Act 2009*, to negotiate, finalise, and execute all matters related to this contract, ensuring compliance with Council's procurement policies and practices.

Background Information

The \$200 million REFF is a Queensland Government initiative designed to assist regional communities in transitioning toward new economic opportunities driven by global decarbonisation. The program focuses on supporting regions that are heavily reliant on coal-fired power stations and associated mines, positioning them for future industries such as critical minerals, renewable energy, hydrogen, and biofuels. The designated regions include:

- North-West Queensland
- Greater Whitsunday
- Central Queensland
- Darling Downs Southwest and the South Burnett

Each region has been guided by a Regional Transformation Strategy¹, developed through Stakeholder Advisory Committees (SACs), which include representatives from government agencies, industries, and local communities. Western Downs Regional Council (WDRC) was actively represented in the SAC meetings for Darling Downs Southwest and South Burnett by the Chief Executive Officer, General Manager (Community & Liveability), and Mayor Paul McVeigh (2016 to 2024).

To date, the Queensland Government has allocated over \$125 million for 80 REFF projects, led by a mix of government agencies, local councils, peak bodies, universities, and private sector entities. Additionally, \$25.8 million has been dedicated to community initiatives related to renewable energy zone readiness assessments².

Report

The Western Downs Regional Council was awarded \$400,000 under the REFF Program, recognising the region’s exposure to renewable energy projects and its potential for decarbonisation. This funding was awarded to deliver on the program’s objectives, with a funding agreement requiring defined activities and milestones. This originally included the recruitment of an additional staff member to manage program delivery.

Subsequent to securing this funding WDRC undertook two unsuccessful recruitment campaigns, resulting in an adverse impact on program delivery timeframes which require completion by April 2026.

Approved Funding: REFF

The approved funding agreement consists of two key components:

- 1. **Western Downs Future (WDF) Program Manager Position** – \$120,657 allocated to sustain this role, ensuring continued delivery of the WDF program while also supporting the implementation of the REFF project.
- 2. **REFF Project Delivery** – The remaining \$279,343 dedicated to executing the REFF project, as outlined below.

Salaries	\$120,000
Key Activities	\$134,343
Marketing & Promotions	\$10,000
Travel & Accommodation	\$10,000
Materials & Catering	\$5,000
TOTAL	\$279,343

Phase 1
Supply Chain mapping – Western Downs Regional Council

- 1. Identifying the Western Downs Regional manufacturers/supply chain providers that may have the capability to manufacture/supply components for energy supply chains in Australia.
- 2. Engaging with companies in the energy value chains to assess which companies they are already engaged with to supply energy components and their knowledge of what is possible in the region.
- 3. Sending questionnaires requesting details from those manufacturers identified in the ICN search and in the engagement with energy companies to assess their capacity to supply components.
- 4. Conducting follow-up interviews with companies where the questionnaires do not provide adequate detail to assess their ability to supply.

Phase 2
ICN Specialist Company Visits: Tailored Visits, Targeted Solutions

¹ <https://www.statedevelopment.qld.gov.au/industry/queensland-new-industry-opportunities>
² <https://www.energyandclimate.qld.gov.au/energy/renewable-energy-zones/assessing-your-communitys-readiness-for-rez>

The role of the Industry Capability Network (Queensland) is to assist the Western Downs Regional Council with identifying capable local businesses at an early stage. The embedded consultant(s) will analyse local manufacturers and suppliers to understand their capabilities and capacities.

Through this process, ICN will create a comprehensive Western Downs database that will highlight the capability (as well as the gaps) of local businesses within the Western Downs with a particular focus on manufacturing businesses and their supply chains. This will be useful for the WDRC for advocacy, to maximise local content in major projects, to attract additional government investment and enable business attraction.

Phase 3

This phase will involve actions to deliver support for manufacturers based on information gleaned in Phases 1 & 2, including:

3.1 Capability Building Activities

The trends identified in Phase 2 will be used to provide capability-building activities which can be delivered in groups. These could include lean manufacturing and process improvements, HR/IR support, media and marketing or other programs that will provide solutions and support for manufacturing businesses and their supply chains.

3.2 Benchmarking

Manufacturing businesses who would like to achieve growth but are uncertain which areas of their business they should focus on can go through a benchmarking process. This process will compare their key capabilities against businesses globally and will culminate in an implementation plan to outline the actions needed to achieve growth.

The number of businesses who will take part in this program and the platform used will be determined based on information from Phase 1 and 2 and the costs involved. Those chosen must be willing to commit some time and resources to the process.

3.3 Pilot/Trial Project

By September 2025, a statistically significant number of manufacturers and supply chains will have been analysed and trends observed. Based on these trends, QMI will arrange for up to two businesses to engage in a pilot program to provide targeted support to overcome a particular hurdle that is observed in the region. The project might include lean manufacturing and process improvements, HR/IR support, media and marketing or different programs that will help solve a significant need that has been identified as a trend amongst businesses.

The Pilot Project will be approved by the WDRC prior to commencement based on information produced in Phase 2. Results from the project will be included in the final report and data analysed as to its effectiveness in solving the identified problem trend.

It is possible that some of the Pilot Project will be delivered by a third-party provider and costs for this program are unknown at this stage. QMI will set aside \$10,000 from the program investment to pay for this program and will discuss with WDRC if there are any costs over and above this amount.

Proposal to Engage Queensland Manufacturing Institute (QMI):

Given the failed recruitment efforts and the time-sensitive nature of the REFF funding, WDRC must take decisive action to ensure program deliverables are met. It is proposed to engage QMI to undertake the agreed objectives. In accordance with Section 235(b) of the Local Government Regulation 2012, Council may enter a large-sized contractual arrangement without first inviting written quotes or tenders if:

1. The services provided by the vendor are of a specialised or confidential nature, and;
2. It is impractical or disadvantageous for Council to invite quotes or tenders.

To satisfy these criteria:

Specialised Nature of QMI's Services

QMI is one of the few organisations with the technical expertise, industry experience, and capacity to deliver the required REFF program outcomes effectively. Their established role in Queensland's advanced manufacturing sector uniquely positions them to drive industry transitions aligned with REFF objectives. Specific examples here include the QMI benchmarking tools which contribute to the State of the Sector reports released by Manufacturing Skills Queensland. These benchmarking tools will form part of the bespoke project for manufacturers in the region.

Impracticality of Inviting Quotes/Tenders

Council's two failed recruitment attempts underscore the difficulty in securing a suitable in-house resource. Given the funding agreement's constraints and the requirement for timely execution, any further delays risk non-compliance with REFF milestones and potential forfeiture of allocated funds.

Consultation (Internal/External)

Internal:

Chief Executive Officer
Chief Procurement Officer
Economic Development Manager
Western Downs Futures Manager

External:

Queensland Manufacturing Institute
Department of State Development (Representatives)

Legal/Policy Implications (Justification if applicable)

Nil

Budget/Financial Implications

The cost of delivering the program under the REFF funding agreement exceeds the \$220,000 threshold, requiring Council to initiate a Request for Tender process. To facilitate timely execution, a Council resolution is sought to approve entering into a contractual arrangement without first inviting quotes or tenders, in accordance with Sections 235(a) and 235(b) of the *Local Government Regulation 2012*.

Human Rights Considerations

There are no human rights implications associated with this report.

Conclusion

Given the failed recruitment attempts and the strict REFF funding deadlines, engaging Queensland Manufacturing Institute is the most practical option. It also presents a credible path to ensure compliance, meet program milestones, and deliver meaningful and tangible economic outcomes. The alternative, further delay, risks non-compliance, forfeited funding, and a missed opportunity to position the region for long-term growth.

Attachments

Nil

Authored by: Daniel Fletcher, General Manager Community & Liveability

Title	Community and Liveability Temporary Closure Myall Remembrance Park Dalby
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Date	5 February 2019
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Responsible Manager	T. Parsons, PARKS & RECREATION MANAGER
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Summary

The purpose of this report is to seek Council's approval to temporarily close Myall Remembrance Park Dalby to facilitate maintenance of the internal cemetery road infrastructure.

Link to Corporate Plan

Strategic Priority: Active Vibrant Community

- We are a happy, inclusive community, proud of where we live.

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.

Material Personal Interest/Conflict of Interest

Nil

Officer's Recommendation

That this report be received and that Council resolves to close Myall Remembrance Park temporarily from 22 February to 23 February 2025 to facilitate maintenance of the internal cemetery road infrastructure.

Background Information

As per *Western Downs Regional Council Local Law No.4 (Local Government Controlled Areas, Facilities and Roads) 2011*.

Part 2 Section 8 Power of closure of local government-controlled areas

(1) The local government may, by resolution, temporarily close a local government-controlled area to public access—

- (a) to carry out construction, maintenance, repair or restoration work; or
- (b) to protect the health and safety of a person or the security of a person's property; or
- (c) because of a fire or other natural disaster; or
- (d) to conserve or protect the cultural or natural resources of the area or native wildlife.

(2) A resolution under subsection (1)—

- (a) must state a period, not greater than 6 months, during which the area will be closed; and
- (b) must be revoked by the local government as soon as practicable after the local government becomes satisfied that the reason for making the resolution no longer exists

Report

As part of Council's ongoing commitment to maintaining safe and accessible public spaces, critical road maintenance works have been scheduled for the internal roads at Myall Remembrance Park. These upgrades will ensure the roads remain safe, functional, and visually appealing, aligning with Council's renewal budget priorities.

A local contractor has been engaged to undertake the works which is scheduled for 22 and 23 February 2025 (weather permitting).

Temporary Closure for Public Safety

The nature of the works requires the use of heavy machinery, which presents a significant safety risk to visitors. To ensure public safety and facilitate efficient completion of the upgrades, Myall Remembrance Park will be temporarily closed for two days.

While we acknowledge this may cause inconvenience for some visitors, the closure has been carefully planned:

- There are no scheduled burials on these dates, ensuring minimal disruption to essential services.
- Delaying these works would risk significant postponement, impacting road conditions and prolonging inconvenience.

A Council staff member will be on-site throughout the works to oversee progress and assist with any community inquiries.

Public Notification Measures

It is important to note, that previous notification has been issued publicly outlining closure of the cemetery on 15 and 16 February 2025. The subcontractor has given notification to the primary contractor, that due to higher priorities they cannot facilitate the works as originally planned due to machine availability.

To ensure the community is well-informed, the following measures have been implemented (with amended dates):

- Signage installed at Myall Remembrance Park
- Notification to Funeral Directors via email
- Public announcement via Council's corporate Facebook page

Consultation (Internal/External)

Internal consultation was held with the following:

- Advisor, Work Health & Safety, Evan Moncur
- Parks & Recreation Business Services Coordinator, Sacha Eckert
- Parks & Recreation Quality Officer, Richard Krause
- Parks & Recreation Manager, Talia Parsons
- Communications & Marketing Team
- Customer Contact Centre Team

External consultation was held with the Following:

- Burstow's Funerals
- Keating's Funerals
- Contractor

Legal/Policy Implications (Justification if applicable)

The following list of Council Policy and Legislations apply to this Council Report

Local Government Act 2009 (QLD)

Local Government Regulation 2012 (QLD)

Work Health and Safety Act 2011

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

That Council Resolves to temporarily close Myall Remembrance Park and delegate authority for amendments, extensions or cessations of the closure to the Chief Executive Officer

Attachments

Nil

Authored by: Talia Parsons, Parks & Recreation Manager

Title **Community & Liveability Quarterly Report October to December 2024**

Date 7 February 2025

Responsible Manager **Daniel Fletcher, 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's strategic and operational activities for the second quarter of the 2024/2025 Financial Year.

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 Council resolve to receive the Community and Liveability Quarterly Report for October to December 2024.

Background Information

The Community and Liveability Division 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 outlines the Community and Liveability Division activities and outcomes during the second quarter of the 2024/2025 Financial Year.

Consultation (Internal/External)

Consultation has occurred with the relevant Community and Liveability departments including:

1. Planning and Environment;
2. Communities;
3. Economic Development; and
4. Parks and Recreation.

Legal/Policy Implications (Justification if applicable)

NIL

Budget/Financial Implications

NIL

Human Rights Considerations

There are no human rights implications associated with this report.

Conclusion

It is recommended that Council receive this report.

Attachments

Community and Liveability Quarterly Report Q2 October to December 2024.

Authored by: Shannon Condon, Executive Officer.



COMMUNITY & LIVEABILITY DIVISION QUARTERLY REPORT

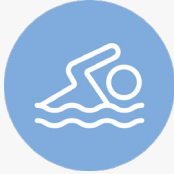
QUARTER 2:
1 OCTOBER 2024 TO 31 DECEMBER 2025

AT A GLANCE:

Capital and Operational Statistics

- Communities
- Parks and Recreation
- Planning and Environment
- Projects
- Economic Development

Note: comparisons in these figures are based on FY 23/24 data.



Pool Party, Seniors & Christmas
events delivered regionally



18 local events delivered (-9)
2,960 attendees (-5,315)



32,438 physical library visitors (+3,092)
10,102 online transactions (+1,865)



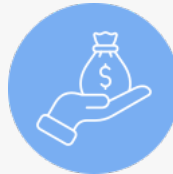
431 new library members (+61)



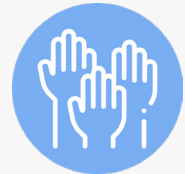
4 exhibitions delivered (=)
904 visitors (-176)



8 public arts programs delivered (-5)
229 participants



\$137,225 in community grants
(+\$42,790)



86 active volunteers (-2)
2,385 volunteer hours (+89)



36 interments (-9)



6,501 campers (+4,063)



5 projects complete



250 customer requests
processed (-7)



13 day assessment period (=)



Significant increase of impounded
animals reunited or rehomed



13,752 tonnes of waste
processed



51 development assessments
decisions made (+1)



214 participants in December
baiting program (+31)



140,703 minutes used
in washdowns



Concept Design approved for
Thomas Jack Park Precinct



Stage 3 Engagement delivered for
Thomas Jack Park Precinct



Western Downs recognised as a
Welcoming City



Buy Western Downs program
launched



1 advocacy action made (-4)



4,266 visitors through VICs
(+181)

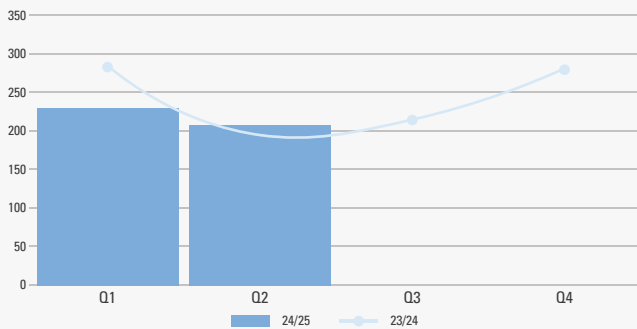
COMMUNITIES

Words Out West was launched in October of this quarter, marking six years of the festival in the region.

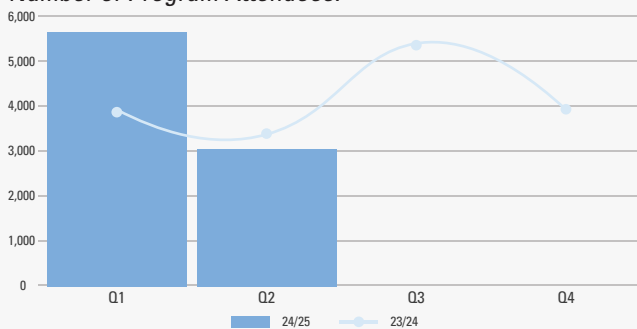


Libraries

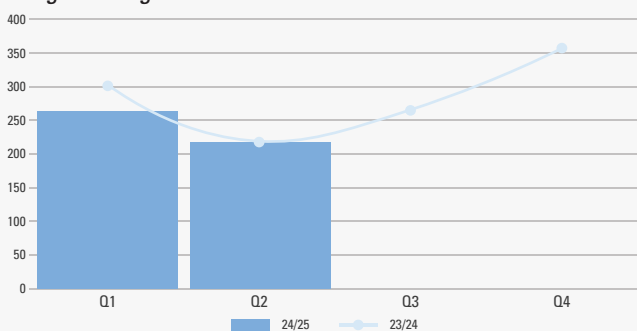
Programs Delivered:



Number of Program Attendees:



Programming Hours:



Teams across the Communities Department worked together to spread festive cheer across the region.



Community Liaison and Agreements

- Community Tenure Project considered by Councillors as part of budget considerations.
- Continue drafting Agreements for the high priority community groups.
- PCYC Agreement has been signed by both parties.
- For this quarter there have been four (4) community engagements.
- Total of 298 Community Organisations currently identified across the region.
- 122 organisations require tenure from Council.

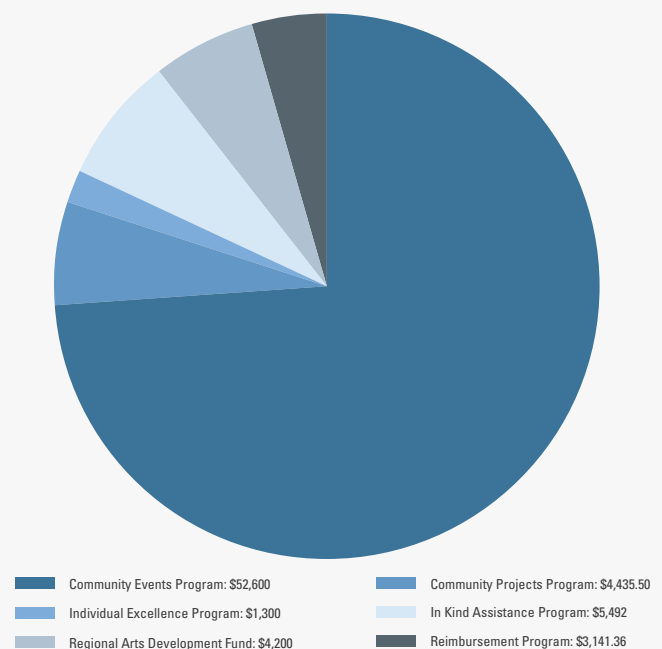
Agreement Priorities:

Priority Level	Details	# Groups
High	<ul style="list-style-type: none"> Group have requested an agreement Disputes at the facility Discrepancies of who is responsible for what at the facility 	32
Medium	<ul style="list-style-type: none"> High risk activities 	35
Low	<ul style="list-style-type: none"> Usage is minimal Agreement is in holding over period 	58

Grants & Volunteers

- Julianne & Glenn Shipway (Dalby Library) were awarded Spring Volunteers of the Season.
- There were 52 eligible Nominations received for the 2025 Australia Day Awards: Chinchilla & District (12), Dalby & District (4), Jandowae & District (3), Miles & District (10), Tara & District (5), Wandoan & District (6), Regional (12).

Grant Program Approved Funding Breakdown:





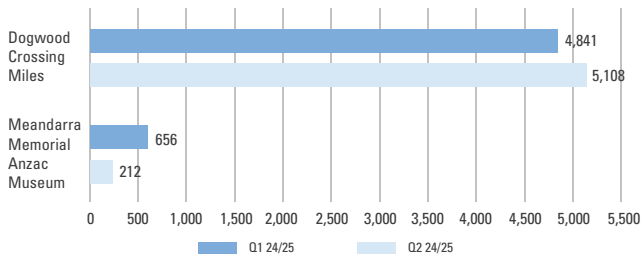
'Jila Kujarra: Two Snakes Dreaming' was a touring exhibition to feature in the John Mullins Memorial Art Gallery at Dogwood Crossing, Miles this quarter.

Arts and Culture

Dogwood Crossing and Meandarra Anzac Memorial Museum

- Dogwood Crossing delivered four well received exhibitions during the quarter showcasing local and touring artists. Public programmes delivered in conjunction with the exhibitions provided an opportunity for local creatives to explore new techniques.
- Meandarra's numbers were down slightly; potentially impacted by the museum ceasing Saturday opening.

Visitor Numbers:



Public Art

- **Tara Public Art Project** was completed and the unveiling event held onsite on 23 November with a supportive crowd and positive feedback.
- **Lake Broadwater Public Art Project:** An expression of interest was circulated calling for artists to submit proposals for a public artwork at Lake Broadwater. 15 proposals were submitted with a shortlist of 3 being selected by an assessment panel to develop detailed designs. The successful artist will be appointed in January.

Regional Cultural Initiatives

- **Making Place - Chinchilla** is an exciting pilot project that will extend the content of 10 Artists into the realm of augmented reality (AR). Chinchilla based artists are working with Council and AR specialists to present virtual tours of their making spaces.
- **2025 Western Downs Regional Artists' Exhibition:** Initial planning for the 2025 exhibition is underway with the theme determined and shortlist of curators selected.

Community Activation

Event Highlights

Annual Seniors Morning Tea Brings Generations Together
(*Tara Annual Seniors Morning Tea, held on Wednesday 30 October, 114 guests*)

The Annual Tara Seniors Morning Tea was a heartwarming gathering filled with laughter, music, and connection. Our Senior guests, plus students, parents, and staff from The Gums State School, enjoyed a delightful morning tea and cake, generously catered by the Tara Shire State College P&C. Cr Andrew Smith was the MC, while the students entertained with songs, guitar performances, and even their school song. The event wrapped up with rounds of bingo and lucky door prizes, making it a truly special day for all who attended.

Splash Splash, What A Blast!

(*Miles Pool Party, Sunday 10 November, 200+ attendees*):

The Miles Pool Party in November was a huge success, with over 200 attending for an afternoon of fun and community spirit. With inflatables, pool noodles, and toys galore, creating endless entertainment for all ages. The canteen was buzzing, selling plenty of food to keep everyone fuelled, while the music kept the vibe upbeat and lively. The turnout and positive feedback highlighted the joy and excitement this brought to the Miles Community.

Chinchilla Christmas Celebration Shines Bright

(*Chinchilla Christmas Celebration, Saturday 7 December, 2,500+ attendees*)

30 market stalls, a bustling variety of food vendors, and unique attractions including a petting zoo and a helicopter lolly drop, there was something for everyone. The event featured live entertainment from Mrs. Claus, hula hoop performers, and unforgettable performances by the talented Chinchilla bands. The festive spirit was alive and well, creating a magical night to remember for all who attended.

Pool Parties across the region in November proved a popular way for Tara, Chinchilla and Miles communities to beat the heat. More events in other districts are planned for February.



PARKS AND RECREATION

Beutel Park in Chinchilla (pictured) along with Anzac Park Miles recieved much-needed playground replacements this quarter.

Parks & Recreation

Maintenance tasks:

	Q2 23/24	Q2 24/25	+/-
Infrastructure maintenance	45	35	-10
Mowing	40	54	+14
Routine maintenance	38	37	-1
Tree maintenance	76	93	+17

Recreational Spaces

Lake Broadwater

- Caretakers Tim and Megan hosted a Christmas Carols event, raising \$1,300 for Wildlife Dalby. Despite the hot weather, a large crowd enjoyed live music, a balloon artist, face painters, and various food vendors.
- Sunrise Yoga with local Yoga Instructor Nikki Morrison
- Big Red Tucker (Food van - for the weekend)
- Boat Licencing, which has become a monthly event

Tara Lagoon Parklands

- Tara Lagoon Parklands had 667 campers this quarter, with 42% occupancy, down from 62% in the previous quarter (noting that peak times are during the cooler months).
- The Lagoon is now home to the Western Downs' newest public artwork by Chinchilla artist Regina Hyland. The mural titled "How Ya Goin?" depicts a cockatoo and galah having a chat among the gum leaves. In the background the beautiful sunset celebrates the Tara township as the beginning of Queensland Way Tourist Drive.
- Kind words sent in from a happy visitor: "Thank you and your staff for your kindness over the last month. You all do a fantastic job and are a wonderful advert for Tara. I have left another review on Wikicamps and as per all recent reviews, you deserve all the positive feedback. I will return without doubt. I have also started to become local and love the town. Best wishes to yourself, staff and family for this time of year and again, thanks"

Business Services

Projects Completed

- 2 New Ashes Interment Gardens at Myall Remembrance Park Dalby (capital budget)
- New Columbarium Wall at Wandoan Cemetery (capital budget)
- Phase 1 Cemetery Bin Replacement at Myall Remembrance Park Dalby (replacement budget)
- Myall Remembrance Park - restoration of roadside columbarium wall (replacement budget)
- New Public Art completed at Tara Lagoon Mural

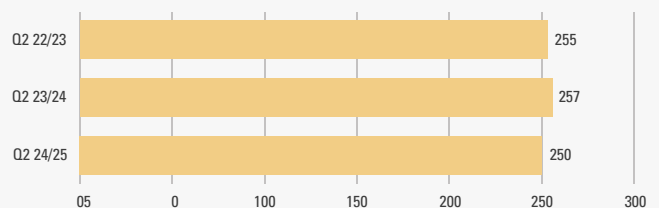
Cemeteries:

	Q2 23/24	Q2 24/25	+/-
Total Interments	45	36	-9
Bodily disposal	31	28	-3
Ashes disposal	14	8	-6
Reserve requests received	16	30	+14
Memorial plaque applications actioned	41	30	-11

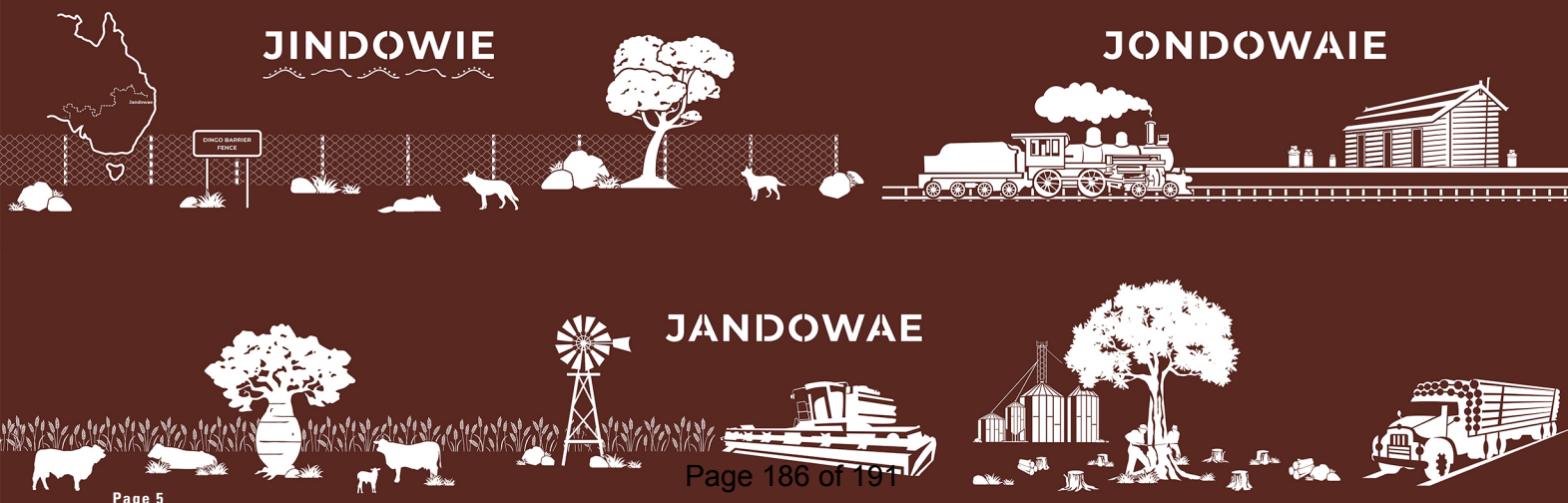
Camping:

	Q2 23/24	Q2 24/25	+/-
Guests at caretaker sites	3,323	6,501	+3,178
Hall Hires	2	1	-1
Events	1	4	+3
Educational/School Groups	2	2	=

Customer Requests:



The design for Jandowae's Central Park fence was completed this quarter, and will be out for community feedback in January '25



PLANNING AND ENVIRONMENT



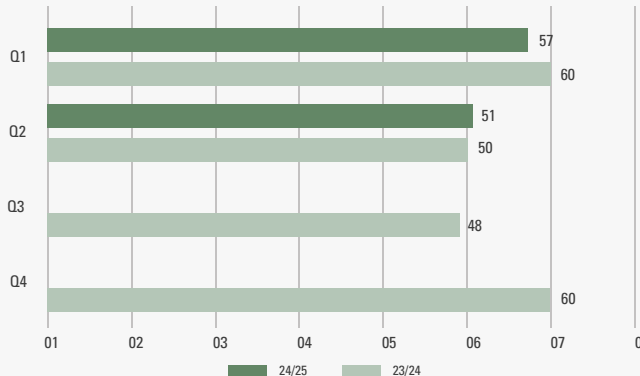
Due to partnerships and rehoming programs initiated by the Ranger Services team, the percentage of dogs and cats that are reunited and rehomed is significantly higher than previous quarters.

Planning

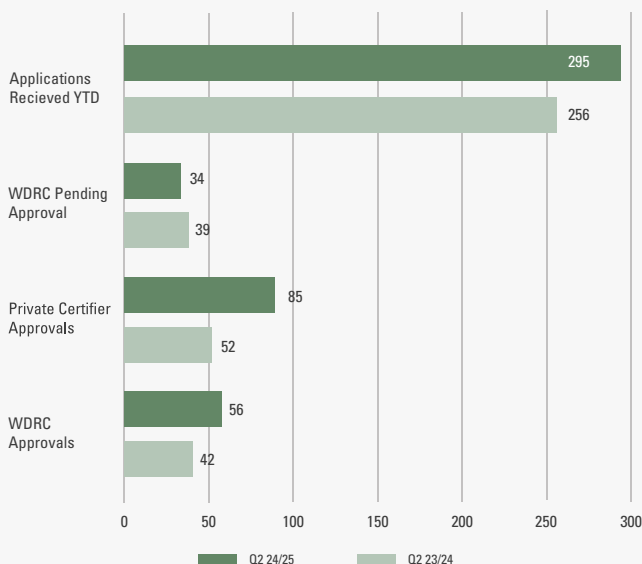
Development Assessments

- 56 development applications were received during the Quarter.
- 51 decisions were made during the Quarter, with 18 of those received during the Quarter decided during the Quarter.
- 100% of Development Applications were decided within allocated timeframes.
- 56% of Code Assessable Development Applications were received and decided within 15 business days on average during the Quarter.
- 13 business days on average were taken to complete the process of applications during the Quarter, compared to the statutory timeframe of 70bd.
- 15 business days on average were taken to complete the process of applications that were received and also decided during the Quarter, compared to the statutory timeframe of 70bd.

Decisions Made:



Number of Building Approvals:



Compliance

Outgoing Correspondence:

Certificate of Compliance	Compliance Prog.	Show Cause Notice	Infringement Notice	Enforcement Notice
3	-	7	1	4
Non Compliance	Outstanding Infra. Charges	General Letter	Urban Street Numbering	
1	-	44	4	

Customer Requests:

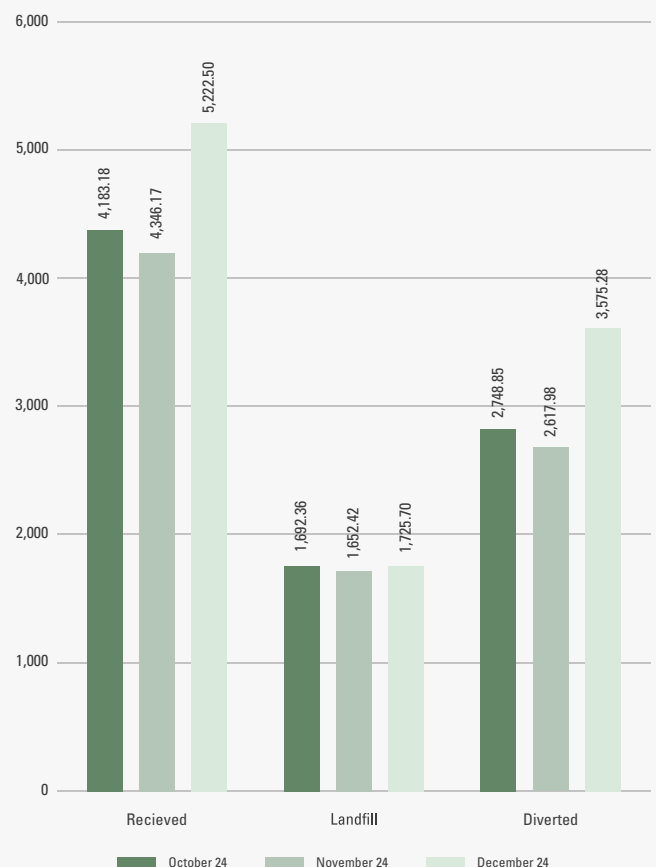
Received	Ongoing	Closed	Reassigned	Av. Days
33	1	34	0	14
<5	5-10	10-20	20-30	>30
12	7	4	4	7

Anniversary Audits:

Due	Due Completed	Total Completed	Overdue
72	15	53	71
<7	7-14	14-30	>30
0	14	17	40

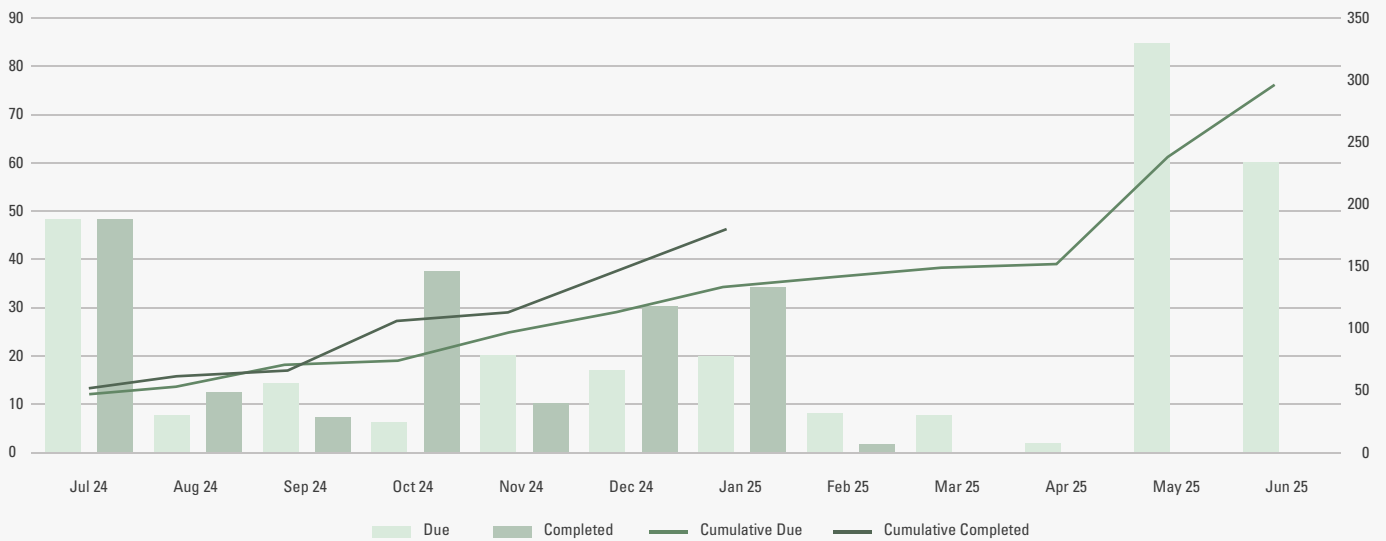
Waste

Waste Processed (tonnes):



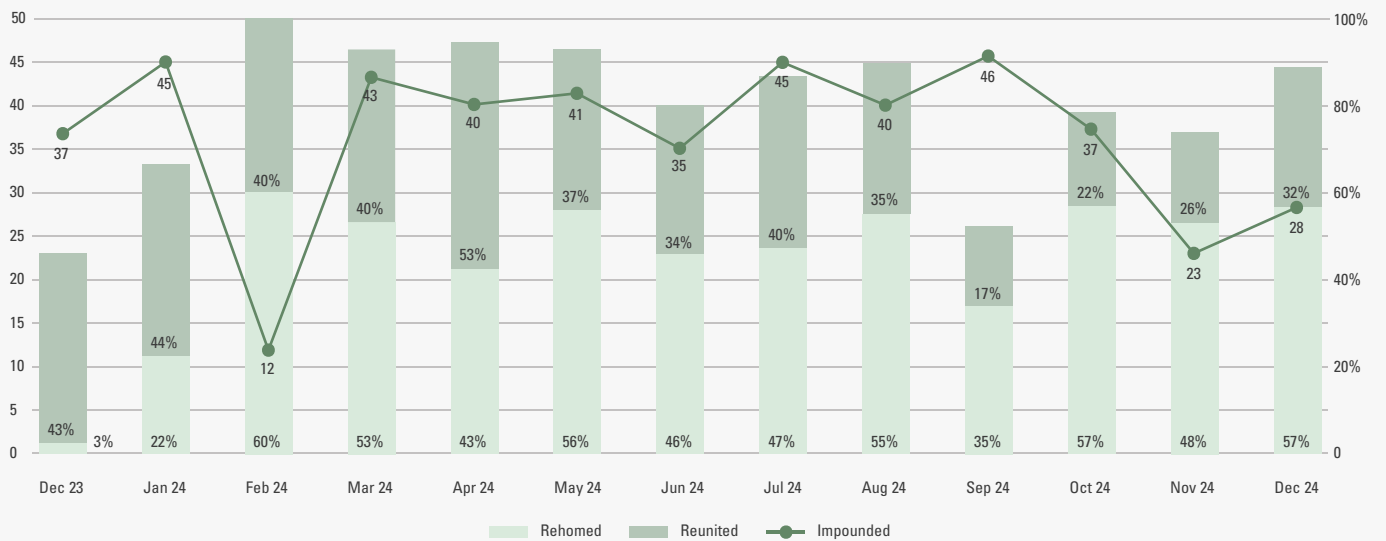
Environmental Health

Annual Health Inspections for Food Businesses:

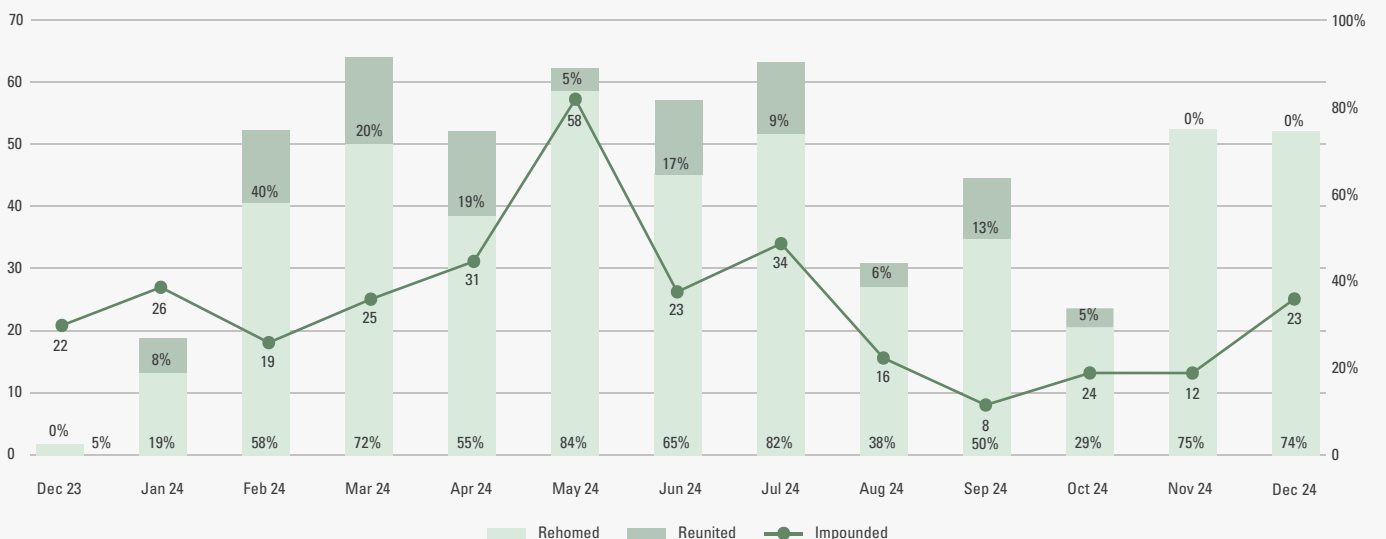


Ranger Services

Dogs Impounded:



Cats Impounded:



ECONOMIC DEVELOPMENT

Chinchilla and Dalby's 'Buy Local' campaigns were supported by the team this quarter, which provided a welcome boost for business over the festive season.

Economic Development

Buy Western Downs

As part of the Queensland Government's Locally Led Economic Recovery Funding and the Economic Development Team's efforts to promote local living and buying, the Buy Western Downs Program was launched in August 2024. Key deliverables began in the fourth quarter of 2024, including various regional workshops, local platform promotion, and Council support for Buy Local Campaigns.

Building Digital Capability

In October, the Economic Development team held one online and five face-to-face Building Digital Capability Workshops across five townships. These workshops, attended by 74 people from 60 businesses, covered social media best practices, tips, community engagement, and using Canva. An additional 18 participants joined the online workshop, which received positive feedback. Moving forward, 57 businesses have registered for one-on-one follow-up support.

Welcoming Cities

Council has signed up as a Welcoming City, committed to building inclusive communities. The Economic Development Team supports the migrant population and recently organized a session in Dalby with Welcoming Australia to understand and enhance migrant support initiatives. During the session, Welcoming Australia launched the Workforce Readiness Regional Pilot program, aiming to improve workforce attraction and retention in Western Downs and Toowoomba through inclusive environments, employer readiness, and cultural safety. Over two years, 20 businesses will receive individualized support plans.

Welcoming Australia visited the region to deliver sessions on how to support migrant communities.



Buy Local Campaign

In partnership with the Dalby Chamber of Commerce and Industry and Chinchilla Community Commerce and Industry, the Council supported the Dalby and Chinchilla Buy Local Campaign in Q4 2024. This support included marketing and promotion, as well as providing additional gifts to further incentivise local spending.

Building Business Resilience Program

Funded by Shell QGC, the Economic Development team launched the Western Downs Building Business Resilience Program in September 2024. This initiative educates local businesses on disaster prevention, preparation, and response. The first phase involves a self-assessment survey to identify resilience needs. Starting in early 2025, workshops will provide practical steps for disaster preparedness and recovery, covering grants, insurance claims, and business continuity strategies.

Marketing and Promotion

The Council Economic Development Team adopted a doorknocking strategy to engage with local businesses face to face, encouraging and supporting them to sign up to the Local Business Directory. The team also attended the Dalby Christmas Street Party and the Chinchilla Community Christmas Celebration where the team interacted directly with the local community. These efforts have been successful, resulting in 308 businesses currently signed up to the Local Business Directory.

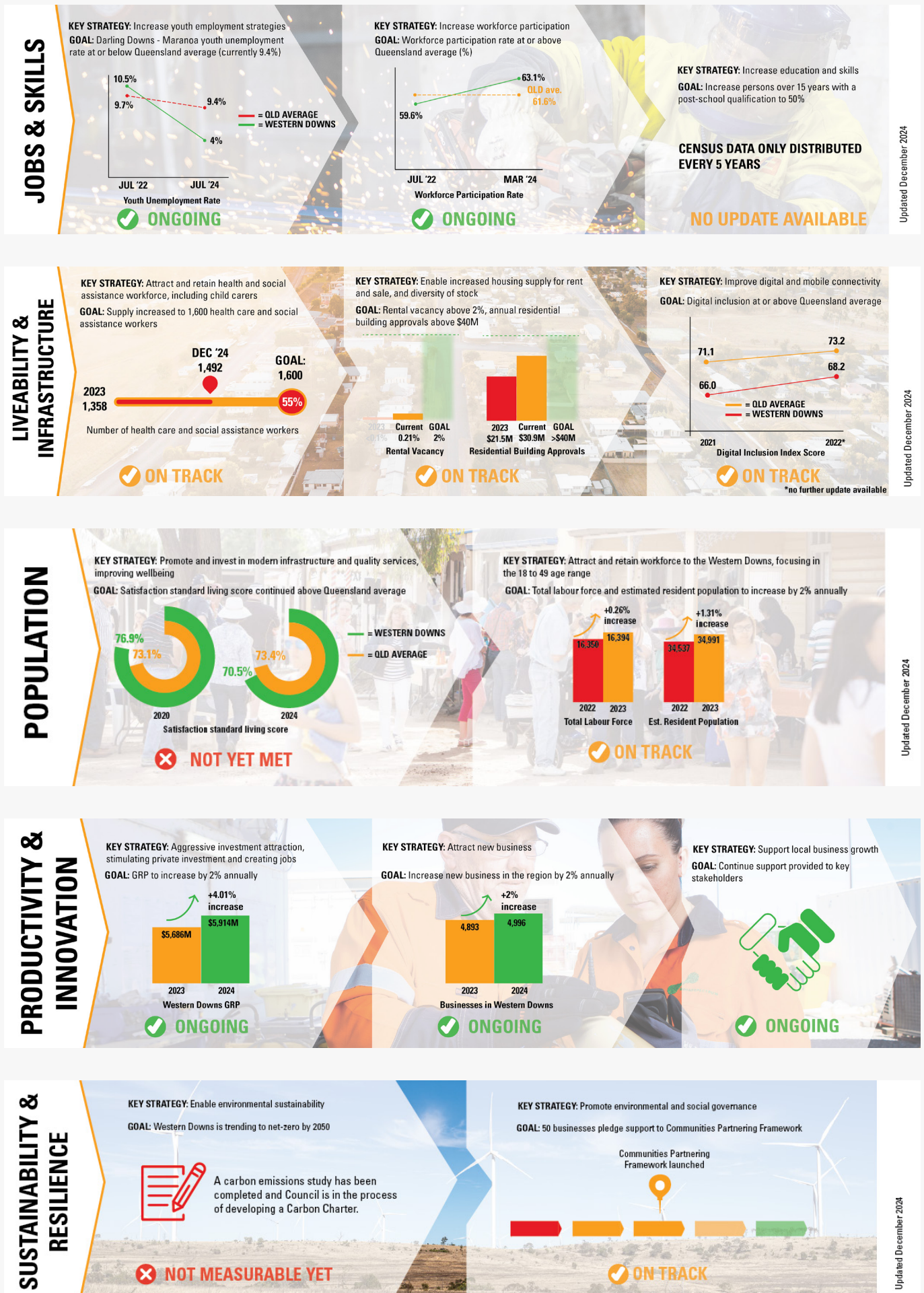
Beef Expo (BeefEx) 2024

The Economic Development Team attended BeefEx 2024 in October, hosted by the Australian Lot Feeders' Association. The event focused on critical topics such as sustainability, animal welfare, and innovation in feedlot operations, which are essential for shaping the future of the beef industry. BeefEx is a key part of our commitment to supporting local feedlot operators, attracting new investment, and showcasing our region as open for business.

Prince and Nicole from Council's Economic Development team attended BeefEx 2024 in October.



Tracking of Economic Development Strategy Pillars:





Visitor Information Centre volunteers celebrated the end of a busy year with Christmas parties across the Western Downs.

Tourism

Volunteer Christmas Thank you

Dalby, Chinchilla and Miles Christmas parties were well attended by volunteers. This year, Dalby enjoyed a famil to Wandoan and lunch at the Wandoan Bowls Club.

Visitor Statistics:

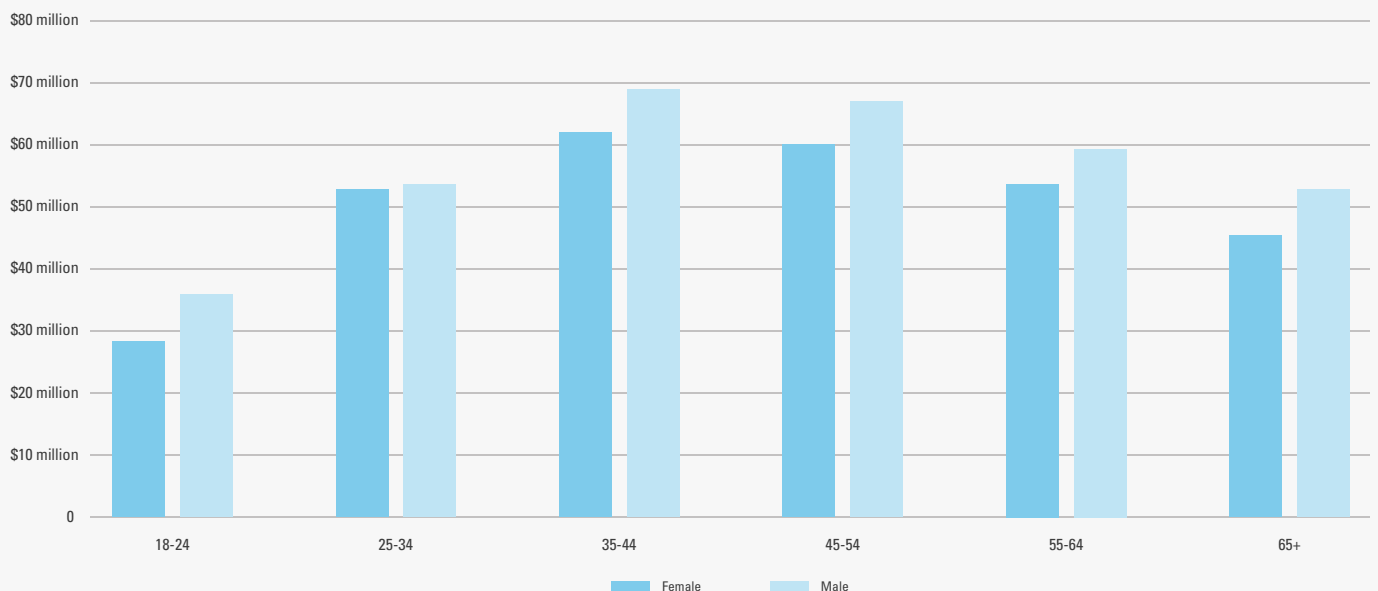
VIC	Oct 24	Nov 24	Dec 24	Total
Dalby	484	241	203	928
Chinchilla	659	342	410	1,411
Miles	843	518	566	1,927
	1,986	1,101	1,179	4,266

VIC	Oct 23	Nov 23	Dec 23	Total
Dalby	564	215	238	1,017
Chinchilla	593	359	362	1,314
Miles	946	683	487	2,116
	2,103	1,257	1,087	4,266

Demographic Spend Last 12 Months

- Biggest spending demographic is males, 35-44 years old: \$69.4 million
- Fastest growing demographic is males, 45-54 years old: 14.6%
- Total male spend is \$339.8 million, up 7.5%
- Total female spend is \$305.2 million, up 4.9%

Total Local Spend by Age and Gender, Latest 12 Months:



Queensland Country Tourism (QCT) Joint Initiatives

QCT is excited to announce the start of the First Nations Tourism Action Plan, funded through the Department of Tourism and Sport and supported by the Our Country Advisory Service.

QCT have partnered with TRC Tourism, renowned for their collaborative approach with Traditional Custodians and communities across Australia, New Zealand, and the Pacific. TRC's participatory planning focuses on cultural sensitivity, local ownership, and respect, ensuring that tourism benefits are guided by the community's vision and priorities.

As part of the project, QCT are hosting stakeholder engagement sessions in mid-January for both council and Traditional Owner groups, encouraging councils to share any existing First Nations initiatives within their current tourism plans. For those without existing initiatives, this project offers an excellent opportunity to develop an informed approach for future planning.

QCT wish create a meaningful and inclusive plan that highlights the rich cultural heritage of our region.

Signage Plan 2024 – 2026

The style guide first draft is currently being reviewed with an anticipated delivery Q3.

- 2024 signs are awaiting installation in Q3/Q4.
- 2025 signs currently designed and procurement process to be undertaken