



Meeting Notice and Agenda

for the

General Meeting of the Council

to be held in the

Council Chambers, 118 Victoria Street, St George

on

Thursday 16th March 2017

Commencing at 9:00am

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ORDER OF PROCEEDINGS

1. (ATT) Attendance

Expected attendance of this meeting is as follows:

Councillors		Staff/Consultants	
Cr RW Marsh (Mayor)	-Full Meeting	Mr Matthew Magin (Chief Executive Officer)	-Whole Meeting
Cr RG Fuhrmeister	-Full Meeting	Mrs Michelle Clarke (Director Finance & Corporate Services)	-As required for FCS
Cr FM Gaske	-Full Meeting	Mr Ross Drabble (Acting Director Infrastructure Services)	-As required for IFS
Cr SC O'Toole	-Full Meeting	Mr Jamie Gorry (Director Community & Environmental Services)	-As required for CES
Cr RI Paul	-Full Meeting		
Cr SS Scriven	-Full Meeting		
Cr ID Todd	-Full Meeting		

2. (CLP) Council Prayer

3. (LOA) Leave of Absence

4. (COM) Confirmation of Minutes of the **General Meeting held on 23 February, 2017.**

5. Declaration of Conflicts of Interest

6. (DEP) Deputations

Nil

7. Councillor Reports

8. Meeting Business by Corporate Function

Chief Executive Officer

Finance & Corporate Services

Infrastructure Services

Community & Environmental Services

9. Confidential Items

Chief Executive Officer

Finance & Corporate Services

Infrastructure Services

Community & Environmental Services

10. General Business

11. Information Reports

Chief Executive Officer

Finance & Corporate Services

Infrastructure Services

Community & Environmental Services

(FCS) FINANCE AND CORPORATE SERVICES

ITEM	TITLE	EXECUTIVE SUMMARY	PAGE
FCS1	<u>FINANCIAL MANAGEMENT REPORT FOR THE PERIOD ENDED 28 FEBRUARY 2017</u>	(06.03.17) Financial Management Report for the period ended 28 February 2017	5
FCS2	<u>REVISED ADVERTISING POLICY</u>	(08.03.17) Revised Advertising Policy.	6
FCS3	<u>SPONSHORSHIP PROPOSAL - 2017 WESTERN RIVERS CRICKET CUP</u>	(08.03.17) 2017 Western Rivers Cricket Cup is held in Toowoomba Annually. This year the South West Indigenous Network has requested sponsorship for this year's Cricket Cup.	8
FCS4	<u>MUNGINDI COMMUNITY PRESCHOOL - APPLICATION FOR SPONSORSHIP</u>	(06.03.17) The Mungindi Community Preschool have requested a sponsorship through Council's Community Donations, Sponsorship and Grants program.	10
FCS5	<u>ST JOSEPH'S SCHOOL - SPONSORSHIP REQUEST.</u>	(06.03.17) St Joseph's School have requested a sponsorship through Council's Community Donations, Sponsorship and Grants program.	12
FCS6	<u>FINANCE INFORMATION REPORT FOR THE PERIOD ENDED 28 FEBRUARY 2017</u>	(06.03.17) Finance Information Report for the period ended 28 February 2017	14



OFFICER REPORT

TO: Council

SUBJECT: Financial Management Report for the period ended 28 February 2017

DATE: 06.03.17

AGENDA REF: FCS1

AUTHOR: Karen Searle - Manager Financial Services

Executive Summary

Financial Management Report for the period ended 28 February 2017

Attachments

1. Monthly Finance Report February 2017.pdf [⇒](#)

Recommendation/s

That the monthly Financial Management Report for the period ending 28 February 2017, as tabled, be received and noted.

Michelle Clarke
Director Finance & Corporate Services

OFFICER REPORT

TO: Council
SUBJECT: Revised Advertising Policy
DATE: 08.03.17
AGENDA REF: FCS2
AUTHOR: Karen Searle - Manager Financial Services

Executive Summary

Revised Advertising Policy.

Background

The Advertising Policy is currently out of date. It has been revised in accordance with the Local Government Regulations 2012 and current council procedure. There are no substantial changes.

Link to Corporate Plan

Function	Key Program Area
<u>Inclusive & Ethical Governance</u>	Corporate Governance: To provide effective organisational leadership through strategic planning, accountability and ethical standards of practice.

Consultation (internal/external)

Director of Corporate and Financial Services

Legal Implications

The Local Government Regulations 2012 Section 197 requires this policy to regulate and control expenditure on advertising.

Policy Implications

The revised policy will replace the Spending on Advertising Policy adopted 21 June 2013.

Financial and Resource Implications

Nil

Attachments

1. Advertising Policy March 2017.doc [⇒](#)

Recommendation/s

That Council adopt the attached Advertising Policy in accordance with Section 197 of the Local Government Regulation 2012.

Michelle Clarke

Director Finance & Corporate Services



OFFICER REPORT

TO: Council
SUBJECT: Sponsorship Proposal - 2017 Western Rivers Cricket Cup
DATE: 08.03.17
AGENDA REF: FCS3
AUTHOR: Skyela Kruger - Administration Officer

Executive Summary

2017 Western Rivers Cricket Cup is held in Toowoomba Annually. This year the South West Indigenous Network has requested sponsorship for this year's Cricket Cup.

Background

South West Indigenous Network (SWIN) is a not-for-profit organisation and is dedicated to improving the social and emotional well-being of Aboriginal and Torres Strait Islanders predominately in South-West Queensland, with the potential to go state wide. SWIN's regional office is based in Toowoomba.

Our inaugural WRC commenced in 2013 and has attracted over 250 players, 17 communities and 18 Men and Women's teams representing Indigenous communities from Warrego, Maranoa, Balonne, Bulloo, Moonie, Paroo, Tweed, McIntyre, Dawson, Fitzroy, Bremer, Condamine, Brisbane, Burnett, Logan and the Darling Downs.

We are currently in the process of securing team sponsorship for our 2017 WRC to be held at Captain Cook Oval, Toowoomba from Friday 29th September to Sunday 1st October this year.

As a team sponsor you would receive recognition with Goondiwindi Regional Council logo appearing on your nominated teams playing shirts, specially made by Canterbury in Aboriginal design.

The WRC is South-West Queensland's only Indigenous Cricket Carnival and is fully sanctioned by Queensland Cricket.

The WRC was initiated by SWIN and is integral to SWIN's mission of continuing and increasing participation for our communities and it is only through the generosity of our Sponsors that its success can be continued.

SWIN believes that through sport, culture and community, Indigenous Australians can live longer and have a better quality of life.

Link to Corporate Plan

Function	Key Program Area
<u>Strong & Resilient Communities</u>	Cultural Activities: To promote and cater for activities that support cultural, indigenous & multi-cultural history preservation, arts and other pursuits that foster the growth of local arts and culture.

Consultation (internal/external)

Nil

Legal Implications

Nil

Policy Implications

Council's Community Donations, Sponsorship and Grants Program Guidelines.

Financial and Resource Implications

Sponsorship for 2017 Western Rivers Cricket Cup Men & Women's Team = \$1,100.00

Other Expenses (As indicated on Attachment) = \$82,610.00

Council has the following one option:

Option 1: That Council sponsor the 2017 Western Rivers Cricket Cup and provide a donation of \$1,100.00.

The South West Indigenous Network has never requested sponsorship or donations in previous years.

Council's budget for Donations is \$18,000.00 and has currently expended \$5,121.80 as at 24.02.2017.

Attachments

Nil

Recommendation/s

That Council sponsor the 2017 Western Rivers Cricket Cup and provide a donation of \$1,100.00.

Michelle Clarke

Director Finance & Corporate Services

OFFICER REPORT

TO: Council

SUBJECT: Mungindi Community Preschool - Application for Sponsorship

DATE: 06.03.17

AGENDA REF: FCS4

AUTHOR: Kelly Fontaine - Administration Officer

Executive Summary

The Mungindi Community Preschool have requested a sponsorship through Council's Community Donations, Sponsorship and Grants program.

Background

The Mungindi Community Preschool have requested a sponsorship through Council's Community Donations, Sponsorship and Grants program to contribute towards their fundraising to erect additional shade over the play areas and to erect a wheelchair friendly ramp to the second storey of the building.

The Mungindi Community Preschool has provided Council with four (4) different sponsorship levels.

1. Gold - \$550.00
2. Silver - \$330.00
3. Bronze - \$165.00
4. Donation of any amount.

Council has provided sponsorship to the Mungindi Community Preschool for the past eleven (11) years. For the past five (5) year Council has provided a silver sponsorship of \$330.00 prior to the silver sponsorship Council provided a bronze sponsorship.

Link to Corporate Plan

Function	Key Program Area
<u>Strong & Resilient Communities</u>	Community Lifestyle: To foster community pride and social interaction for all groups within our community with access to well serviced community hubs and facilities.

Consultation (internal/external)

Nil.

Legal Implications

Nil.

Policy Implications

The application complies with Council's Community Donations, Sponsorship and Grants Policy.

Financial and Resource Implications

Balonne Shire Council Community Donations, Sponsorship and Grants 2016/17 annual budget is \$18,000.00 and funds expended to date is \$5,821.80 therefore funds unexpended totals \$12,178.20.

Attachments

1. Mungindi Community Preschool - Sponsorship 2017 -15.pdf [⇒](#)

Recommendation/s

That Council provides a silver sponsorship to the value of \$330.00 to the Mungindi Community Preschool

Michelle Clarke

Director Finance & Corporate Services

OFFICER REPORT

TO: Council

SUBJECT: St Joseph's School - Sponsorship Request.

DATE: 06.03.17

AGENDA REF: FCS5

AUTHOR: Kelly Fontaine - Administration Officer

Executive Summary

St Joseph's School have requested a sponsorship through Council's Community Donations, Sponsorship and Grants program.

Background

St Joseph's School Parents & Friends Association have written to Council requesting sponsorship to aid in their fundraising for the School. The Association is offering 4 levels of Sponsorship Platinum (\$1,000.00), Gold (\$500), Silver (\$300) and Bronze (\$150).

The Association is also inviting Council to attend: -

St Joseph's School & Parish Fete – Friday – 7th April, 2017.
Melbourne Cup Luncheon – Tuesday – 7th November, 2017.

Council has provided silver sponsorship of \$300.00 to St Joseph's School for the past three (3) years.

Link to Corporate Plan

Function	Key Program Area
<u>Strong & Resilient Communities</u>	Community Lifestyle: To foster community pride and social interaction for all groups within our community with access to well serviced community hubs and facilities.

Consultation (internal/external)

Nil.

Legal Implications

Nil.

Policy Implications

The request is generally compliant with Council's Community Donations, Sponsorship & Grants Policy.

Financial and Resource Implications

Balonne Shire Council Community Donations, Sponsorship and Grants 2016/17 annual budget is \$18,000.00 and funds expended to date is \$5,821.80 therefore funds unexpended totals \$12,178.20.

Attachments

1. St Joseph's P and F Sponsorship Request - Appreciation Certificate - 950.pdf [⇒](#)

Recommendation/s

That Council provides a silver sponsorship to the value of \$330.00 to the Mungindi Community Preschool.

Michelle Clarke

Director Finance & Corporate Services



OFFICER REPORT

TO: Council

SUBJECT: Finance Information Report for the period ended 28 February 2017

DATE: 06.03.17

AGENDA REF: FCS6

AUTHOR: Karen Searle - Manager Financial Services

Executive Summary

Finance Information Report for the period ended 28 February 2017

Attachments

1. Finance Information Report February 2017.pdf [⇒](#)

Michelle Clarke
Director Finance & Corporate Services

(IFS) INFRASTRUCTURE SERVICES

ITEM	TITLE	EXECUTIVE SUMMARY	PAGE
IFS1	<u>TENDER BSC16/17-T16 - SUPPLY OF CLEANING SERVICES AT COUNCIL WORKS DEPOT</u>	(07.03.17) That Council considers a tender submission for the cleaning of the St George Works Depot.	16
IFS2	<u>TENDER BSC16/17-T17 - SUPPLY OF CLEANING SERVICES FOR THE VISITOR INFORMATION CENTRE</u>	(07.03.17) That Council consider a tender submission for the cleaning of the St George Visitor Information Centre.	19
IFS3	<u>BLenheim WATER CONNECTION TO QCS WORK CAMP BORE WATER SERVICE</u>	(07.03.17) In 2007, Queensland Corrective Services (QCS) received approval from Council to connect town bore water to their work camp located on St George Race Course land. Connection required construction of approximately 3.2km of 63 OD poly to connect from Council's meter located near the Sewage Treatment Plant entrance, to the work camp site. QCS paid for this work and the poly service is considered their private main. In 2015 Council officers located a connection off this private main providing a water supply to Blenheim Backpackers. Blenheim had requested a bore water supply in 2013, but this was not approved. QCS raised the Blenheim connection issue at the Community Advisory Committee Meeting on 1 March 2017 seeking direction from Council. This report was requested by Council's CEO to enable Council to consider options and provide a formal response to QCS on what to do with the Blenheim connection.	22

OFFICER REPORT

TO: Council

SUBJECT: Tender BSC16/17-T16 - Supply of Cleaning Services at Council Works Depot

DATE: 07.03.17

AGENDA REF: IFS1

AUTHOR: Chris Wilson - Facilities Co-ordinator

Executive Summary

That Council considers a tender submission for the cleaning of the St George Works Depot.

Background

Council has been using a local cleaning firm on a month by month basis to clean the Works Depot office area however it has been highlighted this may not be in keeping with Council's purchasing policy and that Officers have concluded a longer term arrangement may be beneficial.

At present the offices are cleaned twice per week. This tender is for the offices to be cleaned twice per week plus an additional monthly and annual cleans. The documents provided a detailed specification on what work was required. The tender is for a period from 1st April 2017 to 30th June 2019 with a designated price increase on 1st July 2018. Council Officers advertised the tender in the Balonne Beacon on 9th and 16th February 2017 with the tender closing deadline at 2.00pm on 2nd March 2017.

Council received a total of one submission. The details of the submission are as follows:

<i>Company</i>	<i>Total Cost 1 Apr 2017 – 30 June 2018</i>	<i>Total Cost 1 July 2018 – 30 June 2019</i>
Achieve Corporate Services	\$6,722	\$5,533

Achieve Corporate Services is a Brisbane based company founded in 1989, it has a present workforce of 30 persons that provide a similar cleaning service to a number of Queensland clients including the TMR offices in Biloela and Cloncurry, and the Bundaberg Regional Council (2011-13) and Southern Downs Regional Council (2014-16). Their preferred method is to employ local workers to undertake their contracts.

The quoted rate equates to about \$41 per clean. The present cleaning company charges about \$800 per month or \$100 per clean.

Officers have two main concerns regarding the company's submission:

1. The company has not inspected the offices in person but gained all their information from talking to Officers;
2. The rate of \$41 per clean seems very low considering the contract requirements. The present cleaner takes about two hours to complete a clean. The company has confirmed they can do the work for the rate submitted.

Council has three main options:

1. Accept this tender.
2. Continue to hire a local company on a monthly basis.
3. Re-advertise the tender.

With the above in mind it is recommended that Council accepts the tender submission from Achieve Corporate Services.

Link to Corporate Plan

Function	Key Program Area
<u>Prosperity For All</u>	Commercial Services: To undertake commercial works within the scope of Council's expertise in an efficient and cost effective manner.

Consultation (internal/external)

Depot staff

Tender documents

Legal Implications

All purchases and disposal of goods and services must be carried out in compliance with the Local Government Act 2009 as amended, and the Local Government (Finance, Plans and Reporting) Regulation 2010 as amended.

All purchases and disposal of goods and services must be carried out in compliance with the Local Government Act 2009 as amended, and the Local Government (Finance, Plans and Reporting) Regulation 2010 as amended.

Policy Implications

Quotations are required to be called in accordance with Council's Purchasing Policy.

Purchasing Policy:

12. ENCOURAGEMENT OF THE DEVELOPMENT OF COMPETITIVE LOCAL BUSINESS AND INDUSTRY

In accordance with Section 106(3) (c) of the Local Government Act 2009 Council will actively seek offers from local suppliers. Assuming all other selection criteria are equal Council is prepared to pay a 5% price premium in order to procure goods or services from a local supplier.

Financial and Resource Implications

The cleaning of the depot offices is included in the Works Depot – Cleaning job costing (430-1001-17).

Attachments

Nil

Recommendation/s

That Council accepts the tender submission from Achieve Corporate Services for the tender BSC16/17-T16 – Supply of Cleaning Services at Council Works Depot from 1st April 2017 to 30th June 2019 as per the tender documents and specifications.

Ross Drabble
Acting Director Infrastructure Services

OFFICER REPORT

TO: Council

SUBJECT: **Tender BSC16/17-T17 - Supply of Cleaning Services for the Visitor Information Centre**

DATE: 07.03.17

AGENDA REF: IFS2

AUTHOR: Chris Wilson - Facilities Co-ordinator

Executive Summary

That Council consider a tender submission for the cleaning of the St George Visitor Information Centre.

Background

At present the VIC is cleaned five times a week by Council's caretaker. Including travel, the caretaker takes an hour per day, the VIC staff also undertakes some cleaning each day as well or when the caretaker is unavailable. The VIC staff has identified that the present cleaning schedule is not sufficient to maintain the cleanliness of the VIC to an appropriate standard, and that to do so it would take approximately 1.5h to 1.75h per day plus additional monthly and annual cleans.

The caretaker's present cleaning duties include the Admin Building, Cultural Centre, Library and VIC. To increase the time spent cleaning the VIC would involve increasing the number of hours worked and thus the need to reduce the time spent cleaning the other buildings or pay overtime. The time available from not cleaning the VIC would allow the caretaker to complete further Admin Building and Cultural Centre cleaning that is required.

Council Officers advertised the tender for the cleaning of the VIC in the Balonne Beacon on 9th and 16th February 2017 with a closing deadline at 2.00pm on 2nd March 2017. The tender is for the VIC to be cleaned daily plus additional monthly and annual cleans. The documents provided a detailed specification on the work required. The specification included cleaning work that is not undertaken at present. The tender is for a period from 1st April 2017 to 30th June 2019 with a designated price increase on 1st July 2018.

Council received a total of one tender submission. The details of the submission are as follows:

<i>Company</i>	<i>Total Cost 1 Apr 2017 – 30 June 2018</i>	<i>Total Cost 1 July 2018 – 30 June 2019</i>
Achieve Corporate Services	\$21,385	\$17,650

Achieve Corporate Services is a Brisbane based company founded in 1989, it has a present workforce of 30 persons that provide a similar cleaning service to a number of Queensland clients including the TMR offices in Biloela and Cloncurry, and the Bundaberg Regional Council (2011-13) and Southern Downs Regional Council (2014-16). Their preferred method is to employ local workers to undertake their contracts.

This rate equates to about \$41 per daily clean plus additional for monthly and annual cleans. The present cleaning method costs about \$45 per clean, however that is for about 50 minutes actual cleaning and does not include monthly and annual cleans.

Officers have two main concerns regarding the company's submission:

1. The company has not inspected the Visitor Information Centre in person but gained all their information from talking to Officers;
2. The rate of \$41 per clean seems a bit low considering the contract requirements. The present cleaner takes about 50 minutes to complete a clean; however the contract includes work not undertaken by the Caretaker. The company has confirmed they can do the work for the rate submitted.

Council has four main options:

1. Accept this tender.
2. Continue to use the Caretaker to clean the VIC.
3. Re-advertise the existing tender.
4. Re-advertise the tender with an amended specification.

With the above in mind it is recommended that Council does not accept the tender submission from Achieve Corporate Services and re-advertises the tender with an amended specification. The aim of an amended specification would be to make suitable to a local contractor.

Link to Corporate Plan

Function	Key Program Area
<u>Prosperity For All</u>	Commercial Services: To undertake commercial works within the scope of Council's expertise in an efficient and cost effective manner.

Consultation (internal/external)

Visitor Information staff

Tender documents

Legal Implications

All purchases and disposal of goods and services must be carried out in compliance with the Local Government Act 2009 as amended, and the Local Government (Finance, Plans and Reporting) Regulation 2010 as amended.

All purchases and disposal of goods and services must be carried out in compliance with the Local Government Act 2009 as amended, and the Local Government (Finance, Plans and Reporting) Regulation 2010 as amended.

Policy Implications

Quotations are required to be called in accordance with Council's Purchasing Policy.

Purchasing Policy:

12. ENCOURAGEMENT OF THE DEVELOPMENT OF COMPETITIVE LOCAL BUSINESS AND INDUSTRY

In accordance with Section 106(3) (c) of the Local Government Act 2009 Council will actively seek offers from local suppliers. Assuming all other selection criteria are equal Council is prepared to pay a 5% price premium in order to procure goods or services from a local supplier.

Financial and Resource Implications

The cleaning of the VIC is included in the VIC - St George job costing (355-2227-000).

Annual costs:

\$45 x 5 x 48 = \$10,800	Caretaker
\$55 x 5 x 4 = \$1,100	Contract cleaner during caretaker's absences
\$15 x 5 x 52 = <u>\$3,900</u>	Additional VIC staff cleaning
\$18,600	total cleaning costs

The first part of the contract is for 15 months and therefore a greater value but calculated on a pro-rata basis is the same as below.

\$17,650 Contractor cost

Attachments

Nil

Recommendation/s

That Council:

1. Does not accept the tender submission from Achieve Corporate Services for the tender BSC16/17-T17 – Supply of Cleaning Services at the Visitor Information Centre; and
2. Re-advertises the tender with an amended specification.

Ross Drabble

Acting Director Infrastructure Services

OFFICER REPORT

TO: Council

SUBJECT: **Blenheim Water Connection to QCS Work Camp Bore Water Service**

DATE: 07.03.17

AGENDA REF: IFS3

AUTHOR: Peter Willey - Project Officer

Executive Summary

In 2007, Queensland Corrective Services (QCS) received approval from Council to connect town bore water to their work camp located on St George Race Course land. Connection required construction of approximately 3.2km of 63 OD poly to connect from Council's meter located near the Sewage Treatment Plant entrance, to the work camp site. QCS paid for this work and the poly service is considered their private main.

In 2015 Council officers located a connection off this private main providing a water supply to Blenheim Backpackers. Blenheim had requested a bore water supply in 2013, but this was not approved.

QCS raised the Blenheim connection issue at the Community Advisory Committee Meeting on 1 March 2017 seeking direction from Council. This report was requested by Council's CEO to enable Council to consider options and provide a formal response to QCS on what to do with the Blenheim connection.

Background

In August 2007, Council received a letter from QCS requesting a connection to the town water supply due to water supply and quality issues at the work camp. In October 2007 Council approved the connection in recognition of the community service provided by the work camp. Council advised QCS that it approved the connection to the town water supply subject to QCS meeting the cost of service from the meter (*see Attachment 1*). In April, 2008 QCS accepted the estimate of \$31,500, and construction of the service by Council crews commenced later that month.

In June 2008, Council received a request from the St George Jockey Club seeking permission to connect to the newly installed work camp service. Council responded to the Jockey Club in August 2008 advising the resolution was "That Council inform the St George Jockey Club it is prepared to sell them water, however, they would need to negotiate with the Department of Corrective Services for access to their infrastructure to deliver the water. Any water supplied by Council is not to be used for gardening irrigation or ground use".

In January 2013 Council received a request from Blenheim Backpackers (Lessee's Michael and Chris O'Connor) for a town water supply connection to the backpackers. Officer advice at the time was that Blenheim were outside the water service area. If the connection was approved, Blenheim would have to run their own private service as QCS had done. They would not be allowed to connect to QCS's private service.

Council responded to Michael and Chris O'Connor advising a water connection was not approved (see *Attachment 2*)

In September 2015 Council officers discovered an apparent illegal connection from QCS's service to the Blenheim site. Council officers understood that local work camp staff were aware of the connection.

In October 2015, Council sent a letter to Blenheim owners (Kerrewly Pty Ltd and Salvadine Pty Ltd) inviting them to show cause as to why the alleged connection should not be removed and an infringement notice issued (see *Attachment 3*). Following the letter, the water service was turned off by Council officers (by closing the valve on the connection). Somebody subsequently turned the service back on. David Moon responded to the letter by calling BSC Infrastructure Services Director advising he had had a meeting with Scott Norman and Donna Stewart in June 2013 and was advised Council had no jurisdiction as they didn't own the pipe. He also claimed to have spoken with someone high up in QCS who had given the okay to connect.

In September 2016 Deputy GM QCS Lex Buchanan (LB) began dialogue with Council seeking clarification on water service connections with Blenheim and the St George Jockey Club. Following investigation into the issue, a discussion was held in February 2017 between Mr Buchanan and BSC Acting Project Engineer-Water and Sewerage, Peter Willey (PW). PW advised the Jockey Club had been referred to QCS for approval to connect, but Blenheim Farm had been denied a connection. LB advised that he believed there was an informal agreement between local work camp staff and David Moon whereby they granted him a connection provided he contributed to the water rates. LB said the arrangement didn't sit comfortably with him and he would be referring it to the next advisory committee meeting.

LB was under the impression that their service ran through the corner of the Blenheim property. A review of the DCDB (Queensland Globe) overlaid on Google Earth does not support this assumption. The QCS service is located within the road reserve that fronts the Blenheim property.

The work camp and the Jockey Club are on the same land parcel. From Council's perspective, a service is provided to that land parcel and one rates notice is issued (currently to QCS). It is suggested that QCS liaise with the St George Jockey Club to formalise a cost sharing arrangement for the water rates.

Some options for resolving the Blenheim water connection are as follows:

Option 1: Council maintains its previous decision not to approve a connection for the Blenheim property. Council issues another show cause notice then, subject to the response, pursues disconnection of the service.

Option 2: Council reverse an earlier decision and approve a connection for Blenheim. This will necessitate a Council resolution to amend the current water service area to include the Blenheim site. To enable Blenheim to connect, Council could:

- a) Extend the 100mm town water main approximately 920m to the Blenheim property,
- b) Run a private service parallel to the existing QCS service, or,
- c) Council could assume responsibility for approximately 920m of the QCS service up to the Blenheim offtake (QCS would need to donate this section of their service to Council). This would require relocation of the QCS meter to just past the Blenheim offtake and installation of a meter on the Blenheim service.

Given the potential for the Blenheim offtake to impact on available pressure and flow at the work camp, it is recommended that they be required to run their own service (b) above), or be provided with a restricted constant flow supply from the QCS service (c) above). All costs associated with the above connection options should be borne by Blenheim owners. The Blenheim property would then be rated accordingly.

Link to Corporate Plan

Water and Sewerage: To provide efficient safe water supplies.

Development Assessment: To provide appropriate controls to ensure and encourage balance quality development.

Function	Key Program Area
<u>Wise Planning & Design</u>	Water & Sewerage: To provide efficient safe water supplies and environmentally sound waste water disposal systems.

Consultation (internal/external)

- Mr Lex Buchanan – Deputy GM- Palen Creek Correctional Centre – QCS
- Mr Matthew Magin – CEO Balonne Shire Council
- Cr Richard Marsh – Mayor, Balonne Shire Council
- Mr Daniel Harrington – Project Engineer, Water and Sewerage, Balonne Shire Council.
- Mr Peter Campbell – Water & Sewerage Supervisor, Balonne Shire Council
- Mr Kevin Searle – Shire Engineer.

Legal Implications

The service to work camp was installed solely for supply to work camp. By having a third party connected from their service, they effectively become a service provider under the Water Supply (Safety and Reliability) Act 2008 (The Act). As a service provider under the Act, QCS would be required to register as a service provider, pay all relevant fees, have an approved Drinking Water Quality Management Plan, comply with reporting and auditing requirements, and establish customer service standards and rating structure.

Under Section 30 of The Act, a service provider can operate private infrastructure for a registered service as if it were the owner.

Under Section 33 of The Act, a service provider can disconnect an unauthorised connection, and may recover from the person as a debt the cost of disconnection, and the value of any service used by the person through the connection.

Under Section 190 of The Act, it is an offence for an entity (who is not a service provider) to supply an unauthorised service. Maximum penalty 1000 penalty units. (1 penalty unit is currently \$121.90)

Under Section 195 of The Act, it is an offence to take water without approval. Maximum penalty 1000 penalty units.

Policy Implications

The Blenheim site is located outside the current water service area. The defined water service area would need to be updated by Council resolution if a connection to the site is considered.

Financial and Resource Implications

If Council considers providing a supply to Blenheim, then all costs associated with the new connection would be borne by Blenheim property owners.

Attachments

1. Attachment 1 - Blenheim Water Connection - WORK Camp - March 2017 Council Meeting.pdf [⇒](#)
2. Attachment 2 - Blenheim Water Connection - OConnor Letter - March 2017 Council Meeting.pdf [⇒](#)
3. Attachment 3 - Blenheim Water Connection - Show Cause Notice - March 2017 Council Meeting.pdf [⇒](#)

Recommendation/s

That:

1. That Council receives this report; and
2. Adopts Option 1 maintaining its previous decision not to approve a connection for the Blenheim property, and
3. Provides advice to Queensland Correctional Services on establishing a cost sharing agreement with the St George Jockey Club regarding water rates.

Ross Drabble

Acting Director Infrastructure Services

(CES) COMMUNITY & ENVIRONMENTAL SERVICES

ITEM	TITLE	EXECUTIVE SUMMARY	PAGE
CES1	<u>COST ANALYSIS OF THE YELLOWBELLY COUNTRY MUSIC FESTIVAL</u>	(03.03.17) From the Tourism Development Officer reporting on a full cost analysis of the event, and the request to waiver of fees for the Yellowbelly Country Music and Poet Festival.	27
CES2	<u>RENEWAL OF LEASE - TL 0/210418 BEING OVER LOT 39 ON BLM140 AND LOT 40 ON BLM785 - RESERVE FOR CAMPING AND WATER PURPOSES R.99 & R.146</u>	(03.03.17) The purpose of this report is for Council to consider the renewal of Term Lease – 0/210418 located over Lot 39 on BLM140 and Lot 40 on BLM785 - Reserve for Camping and Water purposes R.99 and R.146.	31
CES3	<u>APPLICATION FOR PERMIT TO OCCUPY OVER LOTS 61 AND 62 T6063 KNOWN AS 57 - 59 GARAH STREET, THALLON</u>	(08.03.17) The purpose of this report is for Council to consider an application proposed to be lodged to Department of Natural Resources and Mines (DNRM) for a Permit to Occupy over Lots 61 and 62 T6063, known as 57 – 59 Garah Street, Thallon.	34
CES4	<u>CONVERSION TO FREEHOLD OVER TL 0/232900 BEING LOT 16 ON BLM1031</u>	(03.03.17) The purpose of this report is for Council to consider the conversion to freehold of Rolling Term Lease – 0/232900 located over Lot 16 on BLM1031.	37
CES5	<u>CONVERSION TO FREEHOLD OVER TL 0/215161 BEING LOT 46 ON BLM779</u>	(03.03.17) The purpose of this report is for Council to consider the conversion to freehold of Rolling Term Lease – 0/215161 located over Lot 46 on BLM779.	39
CES6	<u>BANS ON SMOKING IN PUBLIC PLACES</u>	(08.03.17) Empowering local governments to impose bans on smoking in public places.	41

OFFICER REPORT

TO: Council

SUBJECT: Cost Analysis of the Yellowbelly Country Music Festival

DATE: 03.03.17

AGENDA REF: CES1

AUTHOR: Tayla Kruger - Tourism Development Officer

Executive Summary

From the Tourism Development Officer reporting on a full cost analysis of the event, and the request to waiver of fees for the Yellowbelly Country Music and Poet Festival.

Background

The Yellowbelly Country Music and Poet Festival (YCMPF), has been held in St George in 2013, 2014, 2015 and 2016. Council has received the information for the 2017 booking of the event. The event is proposed for the 25 June 2017 to 3 July 2017. Keith Jamieson has written into Council requesting the waiver of fees and in-kind support for the 2017 event (Attachment A).

The regulations upon entry of the St George Showgrounds those campers had to stay for the duration of the event which the commercial caravan parks were pleased with this arrangement.

Council has provided many in-kind supports to the YCMPF over the past four years which has never been taken into consideration when doing the cost analysis (Tourism Service and Development Officers In-kind list – Attachment B).

The event organiser utilised the Coonan Nixon Pavilion for the performances. During the week there were free 'walk-up' performances, but no performances fee is paid to the walk-ups. For the event organiser, most of the proceeds are used to pay for the artists who performed on the Saturday and Sunday, some of whom are paid up to \$800.

The event was advertised in the Balonne Beacon, Balonne Shire Council website, listed on Australian Tourism Data Warehouse (ATDW), Balonne Shire Facebook page and editorials in the lead up to the event.

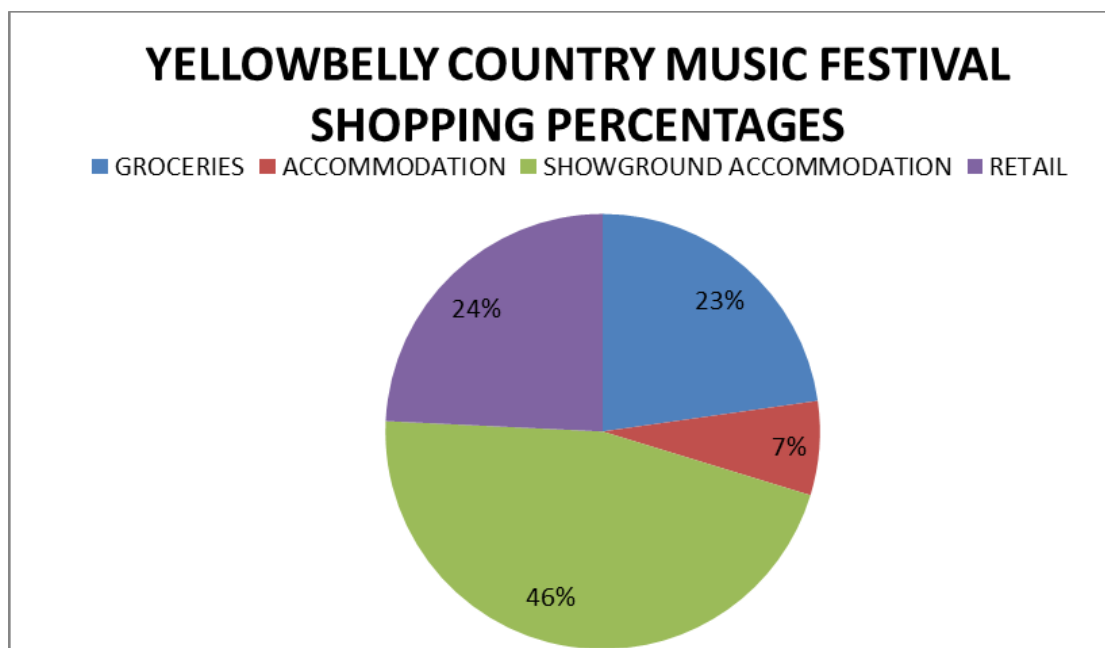
The Cotton Farm and Winery Tour in conjunction with the Sandytown Riverboat Cruises were undertaken throughout the 2016 event, having on average 18 people per tour. Of this total of people attending these tours, 10-15% had already undertaken the tour in previous years. A total of 79 people went on the Cotton, Winery and River Cruise industry tours, held from Tuesday to Friday which generated \$3,900.00 to the local economy.

There were 103 caravans camped at the St George Showgrounds over the YCMPF week. In 2016 there was a decline in numbers to the festival. The local community had more involvement with the major interest being the shearing example.

The commercial caravan parks were well supported throughout the week from tourists and travellers that were and weren't in St George for the YCMPF. Officers sought feedback from the four (4) active commercial caravan parks within St George for the event week, and the revenue and stays. Feedback is as follows:

- St George Caravan Park: The park did not take the revenue it did for the 2015 event and that there were 5 vans that left Sunday morning once the accommodation opened at the Showgrounds.
- Pelican Rest: On average from Sunday 10 July to Sunday 17 July their park was virtually full every night. The park has 53 sites to which 50 were generally full each night.
- St George Riverfront Tourist Park: There was only overnight stays no vans were booked in for the week.
- Kamarooka Tourist Park: On average had 20 sites full per day out of 23 sites. Majority of the park was full.

The cost analysis of this event has been done for Council's consideration in the involvement and the in-kind support that is donated to the event which by the Local Spend Receipt Competition that is held each year that ranges from local caravan parks, showground accommodation, local businesses and retail that there is only 24% spent on retail and 23% spent on groceries for the seven (7) days. Majority of the campers spend their money on the showground accommodation (see graph below). The estimated amount spent locally in 2016, which was developed from our *Local Spend Receipt Competition*, was \$25,012.08.



The coordinator of the event Mr Keith Jamieson is moving the event into the June-July school holidays. The 2017 event will not have the involvement and support from the local schools or community as it is during the school holidays. The feedback from the Schools was provided to the coordinator stating that the schools would not be able to undertake their activities during the week event being in the school holidays; however the coordinator will not change the proposed dates for the event. With this proposal there is going to be less local community involvement in the duration of the event.

Link to Corporate Plan

Function	Key Program Area
<u>Prosperity For All</u>	Tourism: To showcase the Shire's attributes and promote the district as an ideal tourist destination enhancing opportunities for tourism development.

Consultation (internal/external)

Internal

Chris Wilson (Facilities Coordinator)
 Skyela Kruger (Receptionist & Debtors Administration Officer)
 Karen Searle (Manager of Finance)
 Tourism Service Officers
 Dianne Francisco (Environmental Health Officer)
 Jamie Gorry (Director of Community and Environmental Sustainability)

External

Keith Jamieson (Coordinator)

Legal Implications

All purchases and disposal of goods and services must be carried out in compliance with the Local Government Act 2009 as amended, and the Local Government (Finance, Plans and Reporting) Regulation 2010 as amended.

Policy Implications

Council's Community Donations, Sponsorship and Grants Program Guidelines.

Financial and Resource Implications

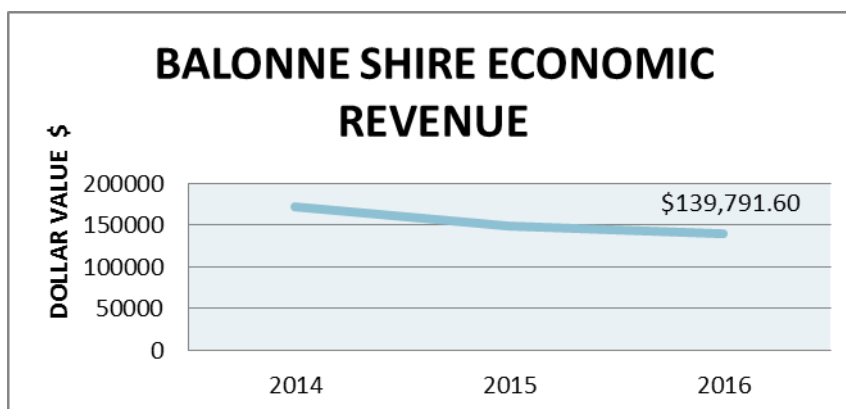
Council received for the 2016 event's camping fees a total of \$11,514.00 at the St George Showgrounds; however Council also incurred a number of costs associated with the event and these are detailed below.

DESCRIPTION	ITEMISED	COST
Power		\$ 5,364.24
Maintenance – Operator	total of 29 hours – Mowing and General Maintenance	\$ 1,250.00
Maintenance – Plant & Equipment	total of 58 hours – Vehicle, Mower and Equipment	\$ 1,073.00
Waste Collection	2 skip bins x \$20.00 each x \$15.00 / collection	\$ 160.00
Graphic Designer		\$ 125.00
Call-out Fee for Event	Plumber Call-out Fee for toilet	\$ 154.00
In-Kind Support	Total of 146.90 hours of in-kind support from Tourism Service & Development Officers, resources for printing the program and flyers for the promotion of the event, Facilities Coordinator 7.25 hours for attending to the issues and call-outs, hiring the showgrounds and the facilities (\$220 / day x 7 days)	\$ 7,640.39 \$ 500.00 \$ 1,540.00
TOTAL		\$ 17,806.63

ECONOMIC BENEFIT

According to research conducted by Tourism Research Australia through the National Research Survey, the average expenditure per visitor in the Southern Queensland Country Tourism region is \$113.10/visitor. To qualify this data further, if this event draws x visitors for y number of days, then the total expenditure for the Balonne Shire will be... \$...

Therefore based the above research, the 2016 event has provided an estimated value of \$139,791.60, in economic benefits to town. This figure is based on just the patrons of the YCMPF who stayed at the showgrounds which equated to 6 night stays in St George.



However, based on the *Local Spend Receipt Competition*, the amount spent locally in 2016, was \$25,012.08,.

With the above detailed costings, Council's expenditure and income for the Yellowbelly Country Music and Poet Festival from 2016 are:

Showground Camping Takings	\$11,514.00
Expenses Total to Council	\$17,806.63
NETT TOTAL	-\$ 6,292.63

Attachments

1. Attachment A - Keith Jamieson - Yellowbelly Festival 2017 - Request to Waiver Fees & Application.pdf [⇒](#)
2. Attachment B - Yellowbelly Country Music and Poet Festival - 2016 Action List.docx [⇒](#)
(Please attach originating correspondence to your Report if applicable)

Recommendation/s

That Council provides direction on the level of support and in-kind support, and Council's future involvement in the event, considering the above costs that Council has paid over the 2016 event.

Jamie Gorry
Director Community and Environmental Services

OFFICER REPORT

TO: Council

SUBJECT: **Renewal of Lease - TL 0/210418 being over Lot 39 on BLM140 and Lot 40 on BLM785 - Reserve for Camping and Water purposes R.99 & R.146**

DATE: 03.03.17

AGENDA REF: CES2

AUTHOR: Fiona Macleod - Planning & Development Officer

Executive Summary

The purpose of this report is for Council to consider the renewal of Term Lease – 0/210418 located over Lot 39 on BLM140 and Lot 40 on BLM785 - Reserve for Camping and Water purposes R.99 and R.146.

Background

On 23rd January 2017 Council, as an advisory agency, received correspondence from the Department of Natural Resources and Mines (DNRM) informing of the consideration for renewal of a term lease for an identified reserve within Balonne Shire Council area (**see attachment 1**).

Specifically, the land in question is identified as Lot 39 on BLM140 and Lot 40 on BLM785 which is identified as a Reserve for Camping and Water purposes R.99 and R.146. The land is located approximately 87 kilometres east of St George Township as the crow flies on the eastern boundary of Balonne Shire, located on both the northern and southern side of the Moonie River, accessed from Trackers Crossing Road and Satur Road (**see attachment 2**).

DNRM has requested a response from Balonne Shire Council in advising if there is any issues that the Minister should consider in respect to the renewal of the lease, any views or requirements that may affect the future use of the land or if a different form of tenure may be considered a more appropriate tenure and comments with regard to the following;

- Confirmation that the reserve is still required for its gazetted purpose
- On expiry of the existing lease, would you as Trustee be prepared to offer the current lessee a Trustee Lease or Trustee Permit over the subject area in accordance with Section 57 of the *Land Act 1994* and Policy PUX/901/210 – Leases over reserves.
- If entering into a Trustee Lease or Trustee Permit is not an option, your views or requirements to the granting of a new Term Lease over the subject area.

It was requested that any objections to the application, and any views or requirements that may affect the future use of the land should be received by close of business on 21 February 2017. Subsequently, an email was submitted to DNRM requesting an extension of time for Council to provide a response. This request was

granted by DNRM and Council is now permitted to provide a response until close of business on 20 March 2017 (**see attachment 3**).

After consultation between both Council's Rural Services and Planning and Development Officers, it is considered that the renewal of the lease over the subject land will not affect any future strategic land uses for the area nor require a different form of tenure to that of the existing lease and associated conditions.

Council's Rural Services Officer however did state that if a new lease were to be granted by DNRM a condition regarding drovers having right of way for stock movement should be enforced.

Therefore, on the basis that the existing lease conditions are carried over and an additional condition is included requiring that drovers have right of way for stock movement no concerns are raised with respect to the proposed lease renewal to be issued by DNRM (copies of the current lease conditions can be made available upon Councillors request).

It is noted in addition, that the current lease conditions reference repealed legislation. Accordingly it is suggested that Council includes in the response that conditions on the new lease be updated to reflect current legislation.

Link to Corporate Plan

Function	Key Program Area
<u>River Country Stewardship</u>	Rural Services: To provide effective and efficient management of stock routes, animal pests and declared weed pests to support our Shires' agricultural base.

Consultation (internal/external)

Rural Services – Karl Hempstead
Director of Community and Environmental Services – Jamie Gorry
Department of Natural Resources and Mines – Tanya Wade

Legal Implications

Yes

Policy Implications

Nil

Financial and Resource Implications

Nil

Attachments

1. Attachment 1 - DNRM Correspondence Seeking Council Views.pdf [⇒](#)
2. Attachment 2 - Map of Lot 39 BLM140 and Lot 40 BLM785.pdf [⇒](#)
3. Attachment 3 - Extension of Time Granted.pdf [⇒](#)

Recommendation/s

That:

1. Council is not interested in entering into a trustee lease with the applicant.
2. Council does not object to the Department of Natural Resources and Mines granting a new lease over the subject area identified as Lot 39 on BLM140 and Lot 40 on BLM785 to the applicant subject to existing lease conditions being carried over and updated to reflect current legislation.
3. Council require a condition be included on the lease implying that drovers have right of way for stock movement and watering purposes.
4. Council require the reserve to remain to ensure integrity of the Stock Route Network.

Jamie Gorry

Director Community and Environmental Services

OFFICER REPORT

TO: Council

SUBJECT: **Application for Permit to Occupy over Lots 61 and 62 T6063 known as 57 - 59 Garah Street, Thallon**

DATE: 08.03.17

AGENDA REF: CES3

AUTHOR: Fiona Macleod - Planning & Development Officer

Executive Summary

The purpose of this report is for Council to consider an application proposed to be lodged to Department of Natural Resources and Mines (DNRM) for a Permit to Occupy over Lots 61 and 62 T6063, known as 57 – 59 Garah Street, Thallon.

Background

On 1st February 2017 Council received correspondence from Janna Spierenburg seeking support from Council for an application to be made to DNRM regarding Permit to Occupy over vacant state land within Balonne Shire Council Area (**see attachment 1**).

Specifically, the land in question is identified as Lots 61 and 62 T6063 which is identified as 57-59 Garah Street, Thallon. The land in question is located within Thallon Township and under the current Balonne Shire Council Planning Scheme is zoned Town Zone – Village Precinct. The parcels of land are currently vacant and unfenced with some vegetation (**see attachment 2**).

The interfaces of Lot 61 and 62 T6063 (subject land) are as follows;

North

Lot 71 & 72 T6063 (54-56 Pine Street) – Village Precinct, Residence, Freehold
Lot 73 T6063 (58 Pine Street) – Village Precinct, Vacant, State Land

South

Lot 59 T6063 (56 Garah Street) – Village Precinct, Vacant, State Land
Lot 60 T6063 (58 Garah Street) – Village Precinct, Vacant, State Land

East

Lot 63 & 64 T6063 (53-55 Garah Street) – Village Precinct, Residence, Freehold

West

Lot 67 T6065 (Carnarvon Highway) – Rural Zone, Town Reserve – Balonne Shire Council Trustees

It is considered by the planning officer that while the proposed use of the site – for an apiary site and grazing area for some lambs and chooks is not typically consistent with the zoning of the land (Village Precinct

promotes the use of land for residential and community uses), given its location on the edge of the township and interfaces (see above) in conjunction to the use of the site directly relating to the existing residence on the abutting property, being ancillary (applicant's residence) that it will not affect future strategic visions of the town nor create unreasonable impacts to the surrounding area.

It is recommended however, that Council identify to the landowner that the consent to occupy the state land in no way provides permissions for structures to be erected on the site or other uses beyond the use referenced in the application (for apiary and some lambs and chooks). Should the applicant intend to do any of the above, consultation must take place with Balonne Shire Council to confirm if any further approvals will be required.

In addition, given the current status of the vacant lots (being unfenced) it is recommended that Council propose a condition that boundary fencing of the lots be erected and maintained at the expense of the occupier.

Consultation also occurred with Council's Rural Services Officer and Director of Infrastructure Services who both stated no objection to the proposal on the basis that it would not affect the integrity and operation of the stock route nor the operation of the road reserve given the subject sites location.

Separate from the above – given the use is proposed for apiary (bee keeping) a discussion with Council Environmental Health Officer occurred. Accordingly it is recommended that a note be included in the approval alerting the applicant that should the honey be sold a Food Licence will be required.

Link to Corporate Plan

Function	Key Program Area
<u>River Country Stewardship</u>	Rural Services: To provide effective and efficient management of stock routes, animal pests and declared weed pests to support our Shires' agricultural base.

Consultation (internal/external)

Rural Services – Karl Hempstead
Director of Community and Environmental Services – Jamie Gorry
Director of Infrastructure Services – Kevin Searle
Environmental Health Officer – Dianne Francisco
Applicant – Janna Spierenburg

Legal Implications

Yes

Policy Implications

Nil

Financial and Resource Implications

Nil

Attachments

1. Attachment 1 - Letter Requesting Balonne Shire Consent and Application to DNRM.pdf [⇒](#)
2. Attachment 2 - Location of Lots 61 and 62 T6063.pdf [⇒](#)

Recommendation/s

That:

1. Council does not object to the application to Department of Natural Resources and Mines (DNRM) for a Permit to Occupy over the subject area identified as Lots 61 and 62 T6063, known as 57 – 59 Garah Street, Thallon.
2. Council advise that the subject parcels of land are currently unfenced. Therefore, as a requirement of the permit to occupy the land, a condition on any approval issued should be that boundary fencing of the land must be erected and maintained at the expense of the holder of the permit.
3. Council advise that consent of the Permit to Occupy the land application in no way provides permissions for structures to be erected on the site or further uses to occur beyond currently proposed. Further approvals may be required for the both the use and any associated structures on the site.

NOTE: It is advised that should the owner of the apiary intend to sell the produce i.e. Honey – a Food Licence will be required.

Jamie Gorry
Director Community and Environmental Services

OFFICER REPORT

TO: Council

SUBJECT: Conversion to Freehold over TL 0/232900 being Lot 16 on BLM1031

DATE: 03.03.17

AGENDA REF: CES4

AUTHOR: Fiona Macleod - Planning & Development Officer

Executive Summary

The purpose of this report is for Council to consider the conversion to freehold of Rolling Term Lease – 0/232900 located over Lot 16 on BLM1031.

Background

On 1st February 2017 Council, as an advisory agency, received correspondence from the Department of Natural Resources and Mines (DNRM) informing of the application for conversion to freehold of Rolling Term Lease 0/232900 on an identified parcel of land currently used for grazing purposes within Balonne Shire Council area (**see attachment 1**).

Specifically, the land in question is recognised as Lot 16 on BLM1031 and occupies an area of 437 hectares. The unallocated state land is currently identified for grazing purposes. The subject land is situated approximately 3.8 kilometres east of Bollon Township as the crow flies, located adjacent and accessed from the Balonne Highway (**see attachment 2**).

DNRM has requested a response from Balonne Shire Council in advising of any issues that the department should consider when assessing the leases conversion to freehold.

It was requested that any objections to the application, and any views or requirements that may affect the future use of the land should be received by close of business on 24 March 2017.

After consultation between Council's Rural Services and Planning and Development Officers, it is considered that the conversion of the lease to freehold over the subject land will not affect any current or future strategic land uses for the area.

Specifically, no objection is offered to DNRM for the reasons stated below;

- The land is not located on or part of a stock route and therefore is not required to be made available for the integrity of stock route network operations.
- The site and surrounding area is zoned under the current Balonne Shire Council Planning Scheme as Rural and it is anticipated that this will remain in the imminent future given the distance from towns and regional centres. Any future development onsite will continue to be subject to the requirements of the Balonne Shire Council Planning Scheme.

- Given the existing use and vegetation cover of the site it is anticipated that the land will continue to be utilised for grazing purposes which is consistent with surrounding uses and the purpose of the Rural Zone.

Separate from the above, correspondence from Department of Transport and Main Roads (DTMR) regarding the conversion to freehold has been provided to Council (**see attachment 3**).

Link to Corporate Plan

Function	Key Program Area
River Country Stewardship	Rural Services: To provide effective and efficient management of stock routes, animal pests and declared weed pests to support our Shires' agricultural base.

Consultation (internal/external)

Rural Services – Karl Hempstead

Director of Community and Environmental Services – Jamie Gorry

Legal Implications

Yes

Policy Implications

Nil

Financial and Resource Implications

Nil

Attachments

1. Attachment 1 - DNRM Correspondence (Proposed Tenure Conversion to Freehold).pdf [⇒](#)
2. Attachment 2 - Map of Lot 16 BLM1031.pdf [⇒](#)
3. Attachment 3 - DTMR Response (No Objection).pdf [⇒](#)

Recommendation/s

That:

1. Council does not object to Department of Natural Resources and Mines converting the rolling term lease over identified Lot 16 BLM1031 to freehold tenure subject to the appropriate application process as considered under the *Land Act 1994*.

Jamie Gorry

Director Community and Environmental Services

OFFICER REPORT

TO: Council

SUBJECT: Conversion to Freehold over TL 0/215161 being Lot 46 on BLM779

DATE: 03.03.17

AGENDA REF: CES5

AUTHOR: Fiona Macleod - Planning & Development Officer

Executive Summary

The purpose of this report is for Council to consider the conversion to freehold of Rolling Term Lease – 0/215161 located over Lot 46 on BLM779.

Background

On 1st February 2017 Council, as an advisory agency, received correspondence from the Department of Natural Resources and Mines (DNRM) informing of the application for conversion to freehold of Rolling Term Lease 0/215161 on an identified parcel of land currently used for grazing purposes within Balonne Shire Council area (see attachment 1).

Specifically, the land in question is recognised as Lot 46 on BLM779 and occupies an area of 169 hectares. The unallocated state land is currently identified for grazing purposes. The subject land is situated approximately 700 metres north east of Bollon Township as the crow flies, and is segregated by Cardiff Road into two lots which are both located adjacent and accessed from this road, which is gazetted and maintained by Council and intersects with the Balonne Highway (see attachment 2).

DNRM has requested a response from Balonne Shire Council in advising of any issues that the department should consider when assessing the leases conversion to freehold.

It was requested that any objections to the application, and any views or requirements that may affect the future use of the land should be received by close of business on 24 March 2017.

After consultation between Council's Rural Services and Planning and Development Officers, it is considered that the conversion of the lease to freehold over the subject land will not affect any current or future strategic land uses for the area.

Specifically, no objection is offered to DNRM for the reasons stated below;

- The land is not located on or part of a stock route and therefore is not required to be made available for the integrity of stock route network operations.
- The site and surrounding area is zoned under the current Balonne Shire Council Planning Scheme as Rural and it is anticipated that this will remain in the imminent future given the level of vegetation cover and being subject to flooding (located well outside the Bollon Town Levee). Any future development onsite will continue to be subject to the requirements of the Balonne Shire Council Planning Scheme.

- Given the existing use and vegetation cover of the site it is anticipated that the land will continue to be utilised for grazing purposes which is consistent with surrounding uses and the purpose of the Rural Zone.

Separate from the above, correspondence from Department of Transport and Main Roads (DTMR) regarding the conversion to freehold has been provided to Council (**see attachment 3**).

Link to Corporate Plan

Function	Key Program Area
River Country Stewardship	Rural Services: To provide effective and efficient management of stock routes, animal pests and declared weed pests to support our Shires' agricultural base.

Consultation (internal/external)

Rural Services – Karl Hempstead

Director of Community and Environmental Services – Jamie Gorry

Legal Implications

Yes

Policy Implications

Nil

Financial and Resource Implications

Nil

Attachments

1. Attachment 1 - DNRM Correspondence Lot 46 BLM779 (Proposed Conversion to Freehold Tenure).pdf [⇒](#)
2. Attachment 2 - Map of Lot 46 BLM779.pdf [⇒](#)
3. Attachment 3 - DTMR Response.pdf [⇒](#)

Recommendation/s

That:

1. Council does not object to Department of Natural Resources and Mines converting the rolling term lease over identified Lot 46 BLM779 to freehold tenure subject to the appropriate application process as considered under the *Land Act 1994*.

Jamie Gorry

Director Community and Environmental Services

OFFICER REPORT

TO: Council

SUBJECT: **Bans on Smoking in Public Places**

DATE: 08.03.17

AGENDA REF: CES6

AUTHOR: Di Francisco - Environmental Health Officer

Executive Summary

Empowering local governments to impose bans on smoking in public places.

Background

Council has received correspondence from the Queensland Cancer Council seeking support on the regulation of smoking in public places.

In February 2016 the State Government passed landmark legislation imposing extensive bans on smoking in public places and empowering local governments to ban smoking in any public place not covered by the new statewide laws. The intention behind the new anti-smoking laws is to further protect Queensland residents by reducing public areas in which smoking can occur and placing further restriction on the sale of tobacco products.

The new anti-smoking laws were contained in the *Tobacco and Other Smoking Products (Smoke-Free Places) Amendment Bill 2015 (Qld)* which amended the *Tobacco and Other Smoking Products Act 1998 (Qld)*. As a result of the implementation of the new laws, the following was introduced:-

1. A ban on smoking at or near children's sporting events and skate parks;
2. A ban on smoking in or around early childhood education and care centres, including kindergartens and after school care facilities;
3. A ban on smoking at aged care facilities outside of designated areas;
4. An increase of the smoke-free buffer around entrances to government, commercial and non-residential buildings from four meters to five meters;
5. A ban on smoking at designated national parks and public swimming pools;
6. A ban on smoking at outdoor pedestrian malls and public transport waiting points;

7. A ban on the sale of tobacco products at pop up retail outlets such as music festivals; and,

8. Provide local government the ability to ban smoking in any other public space.

The maximum fine for contravention of the new anti-smoking laws is \$2,200.00.

New changes from 1 February 2017 include:-

Smoking in national parks is now banned within 10 metres of in-use campsites and any public facilities, such as:

- picnic tables
- toilet blocks
- barbecues
- visitor information centres
- shelters
- jetties

- boat ramps

To enforce smoking bans in public places, Council will need to make a local law, including a subordinate local law prohibiting smoking at the place if the place is in the local government's local government area. This local law made under subsection (2) of the Tobacco and Other Smoking Products Act 1998, must not provide for a penalty of more than 20 penalty units for a contravention of the law.

If Council elects to make a local law under section 26ZPA, the local government must consult with the department about the proposed local law before making it.

Should Council elect to make this local law, compliance and regulation of this law will fall to the Council's Compliance Team to implement. Currently five Council officers carry out compliance within their Council roles. These officers include the Manager of Rural Services, Compliance Officer, Rural Lands Officer, Animal Control Officer (part time) and the Environmental Health Officer. Currently these officers are at full capacity carrying out compliance within their own portfolios.

Link to Corporate Plan

Function	Key Program Area
<u>Strong & Resilient Communities</u>	Public Health: To implement policies and programs to maintain an appropriate level of public health standards within the Shire.

Consultation (internal/external)

Council's CEO – Matthew Magin, Council's Director of Community & Environmental Sustainability – Mr Jamie Gorry.

Council's Environmental Health Officer was a member of the LGAQ – Health & Waste Advisory Group last year, where it was noted that rural shires would be resource poor to carry out this regulation unless funding was available from the State to resource this issue.

Legal Implications

Council would need to adopt a Local Law and Subordinate Local Law to prohibit smoking at the place if the place is in the local government's local government area.

Policy Implications

Nil

Financial and Resource Implications

If Council adopts a resolution to implement a Local Law and Subordinate Local Law to prohibit smoking at the place if the place is in the local government's local government area, Council may need to fund this resource from their own budget and without any support from the Queensland Government.

Attachments

1. Cancer Council QLD - Full Quits on Smoking 255.pdf [⇒](#)

Recommendation/s

That Council writes to the Minister for Health stating the Balonne Shire Council **will** endorse the smoking bans in public places and will implement a Local Law and Subordinate Local Law thus allowing regulation in this space;

OR

That Council writes to the Minister for Health stating the Balonne Shire Council **will not** be implementing a Local Law and Subordinate Local Law to regulate smoking in public places within the Balonne Shire.

Jamie Gorry

Director Community and Environmental Services

CONFIDENTIAL ITEMS

(CFCS) FINANCE AND CORPORATE SERVICES

ITEM	TITLE	EXECUTIVE SUMMARY	PAGE
CCFS1	<u>ST GEORGE LEVEE BANK - EASEMENT AGREEMENTS</u>	This item will be discussed in closed session in accordance with section 275 of the Local Government Regulation 2012.	

INFORMATION REPORTS

(ICEO) CHIEF EXECUTIVE OFFICER

ITEM	TITLE	EXECUTIVE SUMMARY	PAGE
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(IFCS) FINANCE AND CORPORATE SERVICES

ITEM	TITLE	EXECUTIVE SUMMARY	PAGE
ICFS1	<u>MONTHLY REPORT</u>	(08.03.17) Director Finance & Corporate Services Monthly Report – February 2017	47

OFFICER REPORT

TO: Council
SUBJECT: Monthly Report
DATE: 08.03.17
AGENDA REF: ICFS1
AUTHOR: Michelle Clarke - Director Finance & Corporate Services

Executive Summary

Director Finance & Corporate Services Monthly Report – February 2017

Business Arising from Previous Minutes

October 2016

St George Cemetery – still no resolution or completion of the relevant form by family members
 Amendments to the subordinate local law 1.13 (undertaking regulated activities regarding Human Remains) 2015 is continuing and will strengthen council's powers and remove current ambiguity for interment of ashes. A further workshop on the local laws is scheduled for 7 April 2017.

December 2016

St George Aerodrome – Avgas Lease
 Pending principle lease agreement currently with King & Co to finalise and register. King & Co advise a survey plan is required before the lease agreement can be finalised – this is underway.

Complaints

No new complaints this month

December 2017 Status	January 2017 Status
1 complaint via Queensland Ombudsman – rating matter	Information provided to Queensland Ombudsman and currently pending the outcome.
1 old complaint via Queensland Ombudsman to be finalised	Investigation continuing and behind schedule

ICT Strategy

ICT Steering Committee to be scheduled once confirmation received on timing of The Frame Group's visit to St George.

CCTV Strategy

Quotations currently being sought from two suppliers for initial upgrade in line with QPS priorities and a meeting set up with QPS.

Funding opportunities are likely into 2017/18 as a result of the final documentation.

Fraud Awareness Training

Fraud Awareness training near complete.

Trainees

The 2 trainees have been appointed in Administration and Construction. A third trainee position is currently being advertised for rural lands.

Banking Services

Consideration of Request for Quotations complete.

Rating Model Review

Successful contractor to visit St George in the near future.

Rate notices were issued and the discount period ends 17/3/2017. Our Rates Officer has resigned and will finish on 22/03/2017. Recruitment is currently underway and applications close 16/03/2017.

Internal Audit

The Stores clean up and implementation of audit recommendations continues. Local Buy is assisting council with assessing arrangements with local suppliers to maximise purchases from local business as part of the Stores review.

A terms of reference has been prepared and will be called shortly for internal audit services from 1 July 2017.

Other key projects

Coming up and/or currently underway:

- Related Parties Policy and Disclosures – Workshop with councillors scheduled 7 April 2017.
- The Performance Appraisal forms have been tested and near complete.
- Enterprise Bargaining – the new Industrial Relations legislation and Award became effective 1 March 2017. At the staff breakfast on 23 March we will call for nominations to participate on the EBA Committee.
- Service Requests – we are working to improve our feedback to customers once service requests are completed in the field. A series of reports is currently being developed with Magiq and will be made available to council and management shortly.
- Enterprise Risk Management – councillor workshop proposed for 7 April 2017

Budget

The next budget review will be presented to council in May.

Budget workshop is scheduled for 23 March 2017 following the Staff Breakfast. Presentation from Community & Environment and Finance & Corporate Services will be provided.

Tropical Financial Statements

The Director Finance & Corporate Services attended a technical workshop with Queensland Audit Office on 24/02/2017 as an introduction to council's financial statements. The Director Finance & Corporate Services and Manager Financial Sustainability have attend the Tropical Financial Statements Workshop on Thursday 9 March in Toowoomba. These sessions include the related party transactions that we need to workshop and implement.

Attachments

Nil

Michelle Clarke

Director Finance & Corporate Services

(IIFS) INFRASTRUCTURE SERVICES

ITEM	TITLE	EXECUTIVE SUMMARY	PAGE
IIFS1	<u>MONTHLY REPORT FOR MARCH 2017 MEETING</u>	(07.03.17) From the Acting Director of Infrastructure Services reporting for the month of February.	51

OFFICER REPORT

TO: Council

SUBJECT: **Monthly Report for March 2017 Meeting**

DATE: 07.03.17

AGENDA REF: IIFS1

AUTHOR: Catherine Rogan - Administration Officer

Executive Summary

From the Acting Director of Infrastructure Services reporting for the month of February.

0701-Main Roads Works

- Maintenance work carried out on behalf of the Department of Transport and Main Roads (DTMR) during the month is detailed in the RMPC Supervisor's Report attached.
- Contracts are confirmed for undertaking road widening work on the Carnarvon Highway and culvert replacement on the Mitchell-St George Road.

0702-Private Works

- Contract confirmed with Stabilised Pavements Australia to wet hire Balonne Shire Council stabiliser and spreader on the Balonne Highway reconstruction work.

0400-Council Roads / Streets / Bridge Works

- Maintenance work is detailed in the Works Supervisor's Report attached.

0440-Aerodromes

- Maintenance work is detailed in the Town Works Supervisor's Report attached.

0450-Plant and Equipment

- Purchase and sale of plant and equipment as identified in the plant replacement program is ongoing.
- Actions resulting from last month's tender reports are underway.
- One plant replacement tender report has been carried forward to the April Council meeting.

0510-Housing

- Routine maintenance is ongoing.

0520-Recreation and Sport

- Maintenance work is detailed in the Town Works Supervisor's Report attached.

0521-Swimming Pools

- Maintenance work is detailed in the Town Works Supervisor's Report attached.

0530-Parks and Gardens

- Maintenance work is detailed in the Town Works Supervisor's Report attached.
- Drafting of tender documentation for the Grey Street North Stage 3 design is in progress.
- In-Kind Labour volunteers Adam Osborne and Ron Irwin have completed the Basketball/ Netball reversible half court site.

0535-Halls/Civic/Cultural Centres

- Routine maintenance is ongoing.
- Refurbishment of the Bollon Civic Centre floor and Supper room is due for completion in March.

0555-Showgrounds

- Maintenance work is detailed in the Town Works Supervisor's Report attached.

0615-Cemeteries

- Maintenance work is detailed in the Town Works Supervisor's Report attached.
- St George Lawn Cemetery - Relatives with loved ones buried in the two rows where the proposed second concrete beam is to be constructed have been contacted by telephone and confirmation letter. It is expected that this project will be completed prior to the end of this financial year.

0620-Street Cleaning

- Maintenance work is detailed in the Town Works Supervisor's Report attached.

625-Public Conveniences

- Maintenance work is detailed in the Town Works Supervisor Report's attached.

4000-Urban Waste Water

- Maintenance work is detailed in the Town Works Supervisor's Report attached.
- St George Effluent Reuse project – Draft legal documents for site contractor have been reviewed and returned to Inland Legal for amendment. A draft Land and Water Management Plan has been received for review and feedback. Quotes have been sought for stick-picking of the irrigation site. Updated quotes for the lateral irrigator have been requested for evaluation. Documents have been prepared for first milestone payment from the Department of State Development. Department of Environment and Heritage Protection have approved the requested amendments to the STP Environmental Licence. Easement documents (Moon's) were lodged with Titles Office. Remaining site fencing can now be undertaken.

5000-Urban Water

- Maintenance work is detailed in the Town Works Supervisor's Report attached.
- Monthly consumption figures are given in the attached reports.
- A number of warning notices and fines have been sent out to St George residents regarding the contravention of watering hours.

Capital/Special Maintenance Works Progress

As per the attached Infrastructure Directorate 2016/2017 spreadsheet.

- Contract has been awarded to Cunnamulla Concrete Pty Ltd for BSC16-17 Q13 for the construction of a masonry block wall as part of the Bollon Flood Mitigation Levee works.
- Design and cost estimate reviews are underway before implementing the construction of the Bollon Cemetery. Currently revising design to minimise costs and avoid building over any unmarked graves.

Meetings / Training

- The monthly TMR/Balonne RMPC meeting was attended by TMR and Council representatives.
- Ethics, Honesty & Gossip training occurred during the month.

Current Tenders

- BSC 16/17 – Q08 – Supply and Delivery of two new 75Hp tractors will be re-presented at the April Council meeting.
- BSC 16/17 – T16 – Supply of Council Works Depot Cleaning Services will be presented at the March Council meeting.
- BSC 16/17 – T17 – Supply of Council Visitor Information Centre Cleaning Services will be presented at the March Council meeting

Attachments

1. Town Officers Reports - IFS - March 2017 Council Meeting.pdf [⇒](#)
2. Workshop Supervisor Report - Period Ending 28 February 2017.pdf [⇒](#)
3. Road Maintenance Report - Period Ending 28 February 2017.pdf [⇒](#)
4. Road Construction Report - Period Ending 28 February 2017.pdf [⇒](#)
5. Balonne Shire Water Usage 2016 -17 - Period Ending 28 February 2017.pdf [⇒](#)

Ross Drabble

Acting Director Infrastructure Services

(ICES) COMMUNITY & ENVIRONMENTAL SERVICES

ITEM	TITLE	EXECUTIVE SUMMARY	PAGE
ICES1	<u>MONTHLY REPORT</u>	(08.03.17) The Community & Environmental Sustainability Report for the month of February 2017 is presented for Council's consideration.	55
ICES2	<u>APPLICATION FOR RECREATIONAL VEHICLE AND LOW-COST CAMPING IN DIRRANBANDI</u>	(08.03.17) From the Tourism Development Officer reporting on requests received from Dirranbandi Progress Association.	62
ICES3	<u>MONTHLY REPORT</u>	(08.03.17) Manager of Rural Services report for February 2017 is presented to Council for information.	66

OFFICER REPORT

TO: Council

SUBJECT: Monthly Report

DATE: 08.03.17

AGENDA REF: ICES1

AUTHOR: Jamie Gorry - Director Community and Environmental Services

Executive Summary

The Community & Environmental Sustainability Report for the month of February 2017 is presented for Council's consideration.

PLANNING AND DEVELOPMENT APPROVALS

Value of Building Works

Council's building certifier has approved building applications to the value of \$74 450.00 for the month of February 2017.

The value of building applications approved by private certification is \$0.00 for the year so far.

In total building applications – to the value of \$1 160 547.00 has been approved so far this financial year.

BA Num	Applicant	Owner	Address	Lot & Plan	Builder	Class	Description	Value of Works	Approval Date
BA 5095	Stickman Constructions	Brent & Gabrielle Kann	J E Kelly Rd ST GEORGE	14SP266276	Josh Vickers	10a	New Shed	\$37 235	07.02.17
BA 5096	St George Tennis Club	St George Tennis Club	Rowden Park ST GEORGE	205STG852	Brad Grills	10b	New Fence		07.02.17
BA 5097	St George Clay Target Club	Graham, Helen & Lance Wippell	12896 Carnarvon Hwy ST GEORGE	3RP184259	Damien Kings	9b	New Clubhouse	\$37 215	20.02.17

Development Applications

- A development application for a material change of use (MCU) 154 has been received from the owner of "Warrie" 3730 Chelmer Road, St George. This application is at Information and Referral stage.
- A development application for a material change of use (MCU) 155 has been received from the owner of 138 Victoria Street, St George. This application is at Information and Referral Stage.
- A development application for a reconfiguration of a lot (RL) 89 has been received from the owner/s of Lot 2 BLM747 and Lot 2 BLM893. This application is at the Information and Referral Stage.

- A Minor Change to Development Approval RL 88 – *Application for Reconfiguration of a Lot (3 into 2) – Boundary Realignment at “Windemere” 780 Balonne Highway, St George affecting Lots 29 BEL53110, 32 BLM119 and 33 BLM119* was approved on 14 February 2017. The change consisted of the removal of a condition on the Decision Notice Approval pertaining to obtaining a pre provisioning certificate from Telstra that telephone services can be made available to the site.

ENVIRONMENTAL SERVICES

Natural Environment

- The Regional Waste Plan is currently under audit.
- General health inspections carried out.
- There were two Notifiable disease reported during February 2017
 - Cryptosporidiosis
 - Salmonella
- There were no food recalls actioned during February 2017
- The QHealth Arbovirus sentinel surveillance is currently underway and will continue until May 2017. St George will have two traps in place for the monitoring.
- QHealth (Toowoomba) GAT programme is also underway. This program will run at the same time as the sentinel surveillance programme.

Public Health

- Inspections on food premises are currently being carried out. Non-compliance letters have been issued to two businesses so far.

Waste Water Services

- Council’s sewerage treatment plants are currently operating in a good condition.

Urban Water Supplies

- Weekly microbiological samples of St George’s bore water supply were taken and tested.
- Samples were taken and tested from all other towns during the period.

Waste Management

- A meeting has been scheduled between Council and JJ Richards to discuss the upcoming waste contract. This meeting will be held on 15 March 2017. This scheduled meeting will enable Council to give good media coverage of this contract and the changes that will happen with a dual bin system to the residents of the Shire.
- The Annual Shire Clean Up will be held in March in conjunction with Clean Up Australia Day which will be held on Sunday 5 March 2017. It is anticipated that Council will run this project from Monday 6 March to Wednesday 8 March 2017.
- A Regional waste meeting is scheduled for Monday 6 March 2017 in Dalby. This meeting is hosted by QMDC.

St George landfill

- The landfill site is presently operating in a reasonable condition.
- The staff from the landfill have requested a couple of new signs to be installed. These are currently underway.

Dirranbandi landfill

- The landfill site is presently operating in a reasonable condition.

Thallon landfill

- The landfill site at Thallon is currently operating in a good condition.

Bollon landfill

- The landfill site at Bollon is currently operating in a good condition.
- Compaction has been carried out on the site. The greenwaste area and the concrete area have also been pushed and compacted.
- An application will be submitted to DNR for the ownership of the Bollon landfill site. Currently this site is situated on the road reserve and under DNR ownership. Once ownership has been transferred into Balonne Shire Council fencing will need to be erected. A budget submission will be

forwarded to Council for consideration at the budget meeting.

Hebel landfill

- The landfill site at Hebel is currently operating in a good condition.
- An application will be submitted to DNR for the ownership of the Hebel landfill site. Currently this site is situated on the road reserve and under DNR ownership.

Nindigully landfill

- The landfill site at Nindigully is currently operating in a good condition

Miscellaneous

- Council's Manager of Rural Services – Mr Karl Hempstead and Council's Compliance Officer – Mr Dan Dwyer will be attending Dangerous Dog training in March 2017

LOCAL LAWS

Animal Control

- WORC Camp has begun the roofing of the animal pound. Currently work on the water supply to the pound cages is underway.

Information	Other Animal	Cat	Dog	Year to date from July 2016	
Registered Animals			14	1009	
Impoundments		2	22		75
Euthanized		2	9		41
Reunited with owners			5		21
Status not determined /other			4		
Rehomed					3
Other Animals					

WORKCAMP

Dirranbandi 465
St George 429

BALONNE SHIRE VISITOR INFORMATION CENTRE REPORT FEBRUARY 2017

Visitation to the Balonne Shire

FEBRUARY 2017

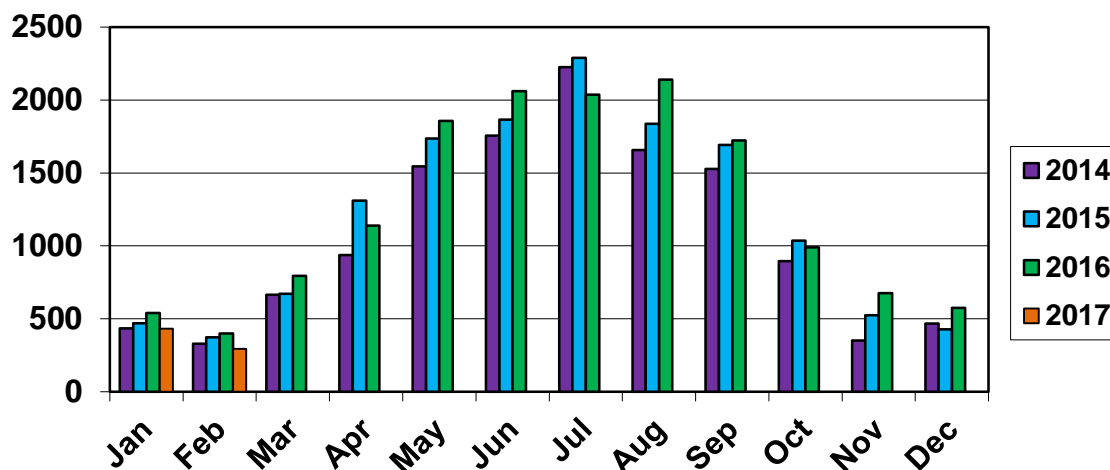
There were 293 visitors recorded as at 28 February 2017 through the Visitor Information Centre (VIC) in St George, which is a decrease of 70 visitors or equivalent to 19% decrease, when compared to 363 visitors in February 2016. The following is a breakdown of the location of the visitors.

- Local Shire: 128
- Queensland: 110
- New South Wales: 21
- Victoria: 4
- Other Australia: 8

- Overseas: 22

The VIC also received 45 tourism related phone enquiries and 17 email/internet tourism related enquiries.

**Visitor Numbers through
Balonne Shire Visitor Information Centre**



VOLUNTEER PROJECT AND ACTIVITIES

- Volunteers staffed the Visitor Information Centre for 67.25 hours of the 192 hours it was open during February.

VISITOR INFORMATION CENTRE UPDATE

- The Balonne Visitor Information Centre Facebook page is getting up and going with posts and pictures from recent tourism events and activities. Over the past month we have had 11 people reach our page, 13 page likes, and 4 new posts in the last week of February. Overall this page is growing at 100% each month.
- The camping and directional signage for Wallam Creek in Bollon has been ordered and is expected to be installed at the beginning of March.
- Tourism Development Officer finalising the Volunteer Policy and Handbook for the Visitor Information Centre.

DIRRANBANDI RURAL TRANSACTION CENTRE (RTC)

No statistical data was sent in.

TOURISM ORGANISATION REPRESENTATION

The Great Inland Way Promotions Group

- The Great Inland Way Committee held their Annual General Meeting and General Meeting on Wednesday, 8 February 2017 and all positions were filled.
- Further development of the promotions and marketing were discussed.

Adventure Way Promotions Group

- Adventure Way Promotion Group's meeting will be held on Tuesday, 21 March 2017, and the Strategic Plan and Marketing Plan for 2017-2020 will be adopted then.

- Adventure Way Promotions Group has advertised in the RACQ Marketing section with Southern Queensland Country for further marketing development of the highway group.

Southern Queensland Country Tourism (SQCT)

- The Tourism Development Officer attended the Southern Queensland Country Tourism (SQCT) Conference in Kingaroy on 21-22 February 2017. The conference had a digital theme, with delegates being treated to presentations and hands-on workshops by a range of experts in the field. Experience development and delivering extraordinary experiences through storytelling was a key focus. Southern Queensland Country's best tourism operators were recognised at the conference with the 2017 SQCT Chairman's Award. Congratulations to those nominated.
- The Tourism Development Officer is currently looking into SQCT online advertising opportunities to promote our region and the Visitor Information Centre in St George.
- The new 2017/18 Southern Queensland Country Visitors' Guide is hot off the press and is now available to order.
- Southern Queensland Country Tourism Advisory Group Meeting will be held for the Western Country Region on 23 March 2017 at 2pm via teleconference. These TAG meetings are an open forum for Tourism Industry Members and Stakeholders to meet and discuss current concerns, celebrations, or issues that may be impacting on our local businesses or tourism products.

UPDATE OF ACTIVITIES AND PROJECTS

- Tourism Development Officer is seeking marketing options for the Balonne Shire tourism section.
- Policies and procedures are almost completed and are currently in the consultation stage and will be in place by April 2017, for a strategic approach to the Tourism Development within the Shire and Regional levels.
- The Tourism Development Officer has completed a detailed report of the costs associated with the Yellowbelly Country Music and Poet Festival, for Council's consideration.
- The Tourism Development Officer has developed Media Guidelines for the Balonne Shire Visitor Information Centre Facebook page.
- The Tourism Development Officer is updating the content for the Balonne Shire Council website for the Visitor Information section.
- The Tourism Development Officer has been working on the concept designs for the Town Entry Signage for our seven (7) communities, totalling 13 signs. Consultation has been undertaken with our Tourism Operators, Progress Associations and Council Officers. Delivery and installation will take place in May.
- The Tourism Development Officer has completed the concept design for the information shelters for St George and Hebel, these will be delivered in March and will be installed in April.
- The Tourism Development Officer will be looking into the options of holding the Queensland Visitor Centre Association (QICA) Conference for 2018 if this comes to an expression of interest. These events have proven to be extremely beneficial to the host town and their tourism stakeholders and the local community through economic growth.
- The Tourism Development Officer has been working closely with the new management out at the St George Riverfront Tourist Park (formerly Kapunda Tourist Park), in promoting a Kids Fun Day held on Sunday, 5 March 2017.

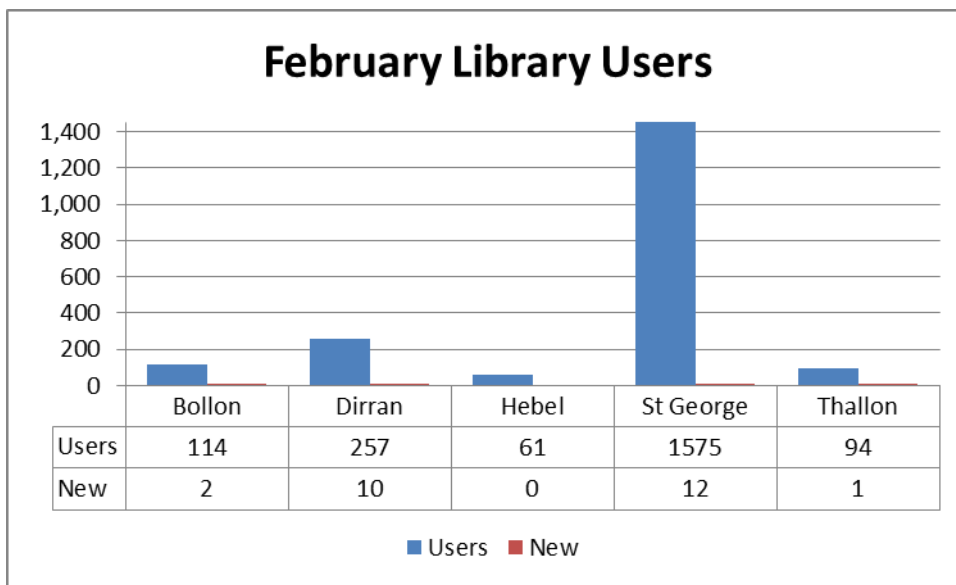
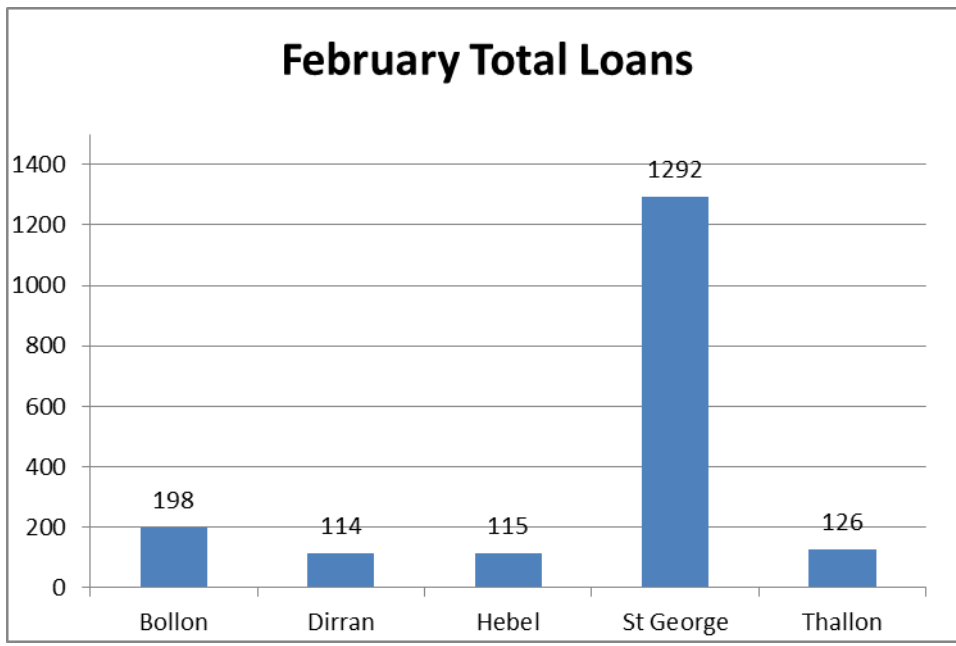
MEETINGS AND TRAINING

- A briefing was held on Friday, 10 February 2017 at 11am to discuss the concept designs for the Town Entry Signage.
- The Tourism Development Officer attended the Southern Queensland Country Tourism Conference 2017 will be held from Monday, 20 February to Wednesday, 23 February 2017 in Kingaroy.
- The Adventure Way Promotional Group Meeting is to be held on Tuesday, 21 March 2017.

- The Balonne Shire Tourism Meeting will be held on Tuesday, 28 March 2017 in Dirranbandi.
- Tourism Development Officer and Tourism Service Officer will be attending training in parts of the South West regional area, in participation to complete a Certificate IV in Travel and Tourism.

LIBRARY SERVICES

BSC Library Stats & Commentary February 2017



- Story time was “Love “so we made love heart people which the children enjoyed doing.
- Great to see the new members for Bollon, Dirranbandi, St George and Thallon

COMMUNITY AND BUSINESS DEVELOPMENT

- Regional Arts Development Fund (RADF)
 - Round 1 - Closed 27th January 2017
 - Three applications received (see report)
- Upcoming events and activities
 - Future Search in Dirranbandi, 24 & 25 February
 - SWQLGA meeting in Cunnamulla, week of 6 March
 - Young Women’s Leadership Bursary, closes 20 February
 - Robotic Roadshow, 15 March 2017
 - St George Library to host a State Library of Queensland, Regional Professional Development 11 April

Attachments

Nil

Jamie Gorry
Director Community and Environmental Services

OFFICER REPORT

TO: Council

SUBJECT: **Application for Recreational Vehicle and Low-Cost Camping in Dirranbandi**

DATE: 08.03.17

AGENDA REF: ICES2

AUTHOR: Tayla Kruger - Tourism Development Officer

Executive Summary

From the Tourism Development Officer reporting on requests received from Dirranbandi Progress Association.

Correspondence

Dirranbandi RTC Steering Committee

Council received request from the Dirranbandi RTC Steering Committee on 25 January 2017, wanting to install a low cost camping ground located within the rail yard area. The Committee have suggested that the Dirranbandi RTC needs to embrace this concept and that it be up and running by March/April this year to capitalise on the travellers season (April-October).

Dirranbandi Progress Association

Council received correspondence from the Dirranbandi Progress Association to have Dirranbandi known as an 'RV Friendly Town'. They are requesting further information on the process of becoming an 'RV Friendly Town'.

RV Friendly Background Information

RV Friendly Town or Destination Accreditation Information

The Campervan and Motorhome Club of Australia (CMCA) is the largest RV Club of its type. The CMCA represent two groups called the RV Friendly Town™ and RV Friendly Destination™. To be eligible for these programs there are a number of prescribed criteria that need to be met:

RV Friendly Town™ Essential:

- Provision of appropriate parking within the town centre with access to general shopping area from groceries and fresh produce.
- Provision of short term, low cost parking (24/48 hours) for self-contained RVs as close as possible to the CBD.
- Access to potable water
- Access to a free dump point at an appropriate location.

RV Friendly Town™ Desirable:

- Provision of long term parking for self-contained RVs.
- Access to medical facilities.
- Access to pharmacy or a procedure to obtain pharmaceutical products.
- Visitor Information Centre (VIC) with appropriate parking facilities.
- VIC to provide a map showing essential facilities, such as short and long term parking areas, dump point and potable water.
- RV Friendly Town™ signs to be erected within the town precinct.

RV Friendly Destination™ Essential:

- Provision of short term, low cost overnight parking (24/48hours) for self-contained RVs.
- The parking area needs to be on a solid, level surface.
- There must be enough room for large vehicle to manoeuvre.

RV Friendly Destination™ Desirable:

- Waste water dump point.
- Potable Water.
- Longer term parking.

The Balonne Shire Council does not provide free/low cost overnight parking facilities for RVs in St George, Dirranbandi, Hebel or Mungindi. However Council does support the free and low cost camping in Nindigully and Bollon. Thallon is the only town in the Balonne Shire that is an accredited RV Friendly Town.

Council will need to undertake a detailed Consultation process to develop a Recreational Vehicle Strategy for the Balonne Shire for a consistent approach throughout our communities. If communities are wanting to go through the process of becoming an RV Friendly Town or Destination than we need to go through the appropriate process list above to develop this. However until further community consultation and consultant work needs to be undertaken to get the Community and local businesses understanding the opportunities and the issues with the low-cost or freedom camping.

Scope of Works Required

Development of the Balonne Shire Council Recreational Vehicle (RV) Tourism Strategy

KEY OBJECTIVES: To identify a range of strategies to underpin will the management and promotion of RV tourism by Balonne Shire Council. These strategies will allow Council to develop policies that maximise the economic and social benefits RV tourism can deliver to the region while minimising any negative impacts on the local community.

KEY DELIVERABLES:

In completing development of the Balonne Shire Council Recreational Vehicle Tourism Strategy, it is expected that the consultant will:

1. Identify opportunities to maximise RV visitation to the Balonne Region, through enhanced and diversified visitor experience that will increase both visitor numbers and overall length of stay.
2. Analyse changing demand patterns and key industry trends to identify the main segments within the RV Tourism Market, the wants and needs of these segments regarding overall tourism experience and the best options for these wants and needs.

3. Analyse 'Long-Haul Drive' Tourism Statistics to the South West Region on an annual and seasonal basis to consider how these numbers are impacting all LGA's in South-West Queensland, how these other Councils are managing RV tourism and the implications of the for Balonne Shire Council.
4. Analyse existing infrastructure relevant to the RV tourism market and undertake needs analysis to identify gaps and opportunities.
5. Identify opportunities for Council to maximise the range of RV tourism facilities in the region, including low-cost RV accommodation options, and identify options for the commercialisation of these facilities.
6. Develop strategic options that protect the sustainability of existing assets while developing options for growth that ensure the long-term sustainability of RV tourism to and within the Balonne Shire.
7. Identify regulatory and other issues that may impact achieving the key objectives.
8. Provide an inclusive consultation process allowing tourism and business stakeholders within all Balonne's seven (7) local communities and allow relevant tourism organisations from outside of Balonne Shire to input process and have this input recognised in the development of strategic options for RV tourism.

It is recognised that RV tourism is part of the larger caravan and camping market and many issues impacting RV tourism are relevant to this larger market. Caravan and camping visitors in Australia are defined by Tourism Research Australia as 'visitors who use caravan and camping accommodation facilities at either commercial sites (caravan parks, camping grounds or cabins), or non-commercial sites (self-drive van; motor home or campervan; or camping by the side of the road, private property, crown land or national parks).' The strategic approach will allow Council to consider this larger market in the development of tourism policies for the Shire.

The consultant will develop a strategy that will demonstrate an ability to provide key deliverables and meet the strategic approach outlined in the above information. This strategy should include consideration of the Queensland Camping Options Toolkit, along with more recent developments in the RV tourism market and its engagement with the sharing economy.

The final report will present Council with a strategic document that will deliver:

- A clear understanding of the current RV tourism market and likely trend over the next 5 to 10 years.
- A regional and state context for RV tourism to the Balonne Shire includes options to partner with other Council's in the South-West Queensland region to maximise regional RV visitation.
- A set of prioritised strategy options for the management, development and optimisation of RV tourism and associated facilities within the Balonne Shire to maximise the economic benefits of this tourism market to the Balonne Communities.
- A review of the Local Laws to identify possible amendments that may be required to support implementation of the identified strategic options.
- Consideration of the implications of the new planning scheme.
- A set of recommendations based on the above for the ongoing management and promotion of RV tourism in the Balonne Shire.

Freedom Camping Australia (FCA) Survey

A Survey of Free-Camping Travellers across Australia

The Overview of this survey, covered all Australian states and from these campers we have received 600 primary survey returns [re: who are the campers] thereby giving us data about many Aussie travellers and their camping preferences. This survey was undertaken across 195 locations across Australia. During the survey FCA received approximately 400 secondary survey returns [re: the camper's expenditure] from the above

travellers. Overall this provided FCA with financial data for over 6500 financial transactions undertaken over 2800 travelling days by the above free campers. (Attachment

Attachments

1. Attachment A: Robyn Rigby - Dirranbandi RTC Steering Committee - Request for Low-Cost Camping DIRRANBANDI.pdf [↗](#)
2. Attachment B: Mark Anderson - Dirranbandi Progress Association - Request for Low-Cost Camping DIRRANBANDI.pdf [↗](#)
3. Attachment C: Freedom Camping Australia Report- Statistical Information for Free-Camping and RV Campers across Australia.pdf [↗](#)

Jamie Gorry

Director Community and Environmental Services

OFFICER REPORT

TO: Council
SUBJECT: **Monthly Report**
DATE: 08.03.17
AGENDA REF: ICES3
AUTHOR: Karl Hempstead - Manager Rural Services

Executive Summary

Manager of Rural Services report for February 2017 is presented to Council for information.

Stock Routes General/Drovers

Over the February reporting period the area suffered from severe heat wave conditions causing the pasture to burn and powder off. There has been no significant rain fall during the reporting period also.

One permit issued for travelling stock – Kooroon Pastoral for 750 head of cattle, travel from “Kooroon” station to Maranoa Regional Council boundary commencing 2nd March to 7th March slow travel.

Pest Animals

WILD DOGS AND OTHER FERAL ANIMALS

One feral pig baiting conducted over the reporting period for “Eurobadalla” for Mr John Price.

Pest Plants

QMDC WEED SPRAYING PROGRAM

No spraying activity conducted this reporting period due to extreme hot weather.

CORAL CACTUS – “BOOLIGAR”

Ongoing.

PARTHENIUM

No control conducted over reporting period – infestation minimal and spraying not advised due to weather conditions.

WASH DOWN BAY

Ongoing.

Town Commons and Firebreaks

Two new shade areas purchased for St George stock pound – installed.

Pound pasture starting to powder off on most Council pounds and reserves, however most stock owners are feeding their own animals and this will be monitored continuously.

Vehicle Usage

The Rural Service Department Utility Number 3515 has travelled 1410 km this reporting period.

General

As council is aware the Manager of Rural Services spent the first two weeks on annual leave during February reporting period which fortunately coincided with the heat wave i.e. staff were limited for safety reasons (heat stress) especially in field operations.

The stock route network has been causing some issues with pasture becoming unsustainable and water points (water facility dams) have dropped through evaporation and road construction usage. There have been a couple of violations with regards to drought declarations which the department has been investigating over the February period and as a result there will be pasture measurements taken to re-evaluate the network operationally. Some drought declarations may have to be annulled if the sections of stock route cannot sustain further use in the future if no rain events occur before winter to reinitiate growth in pasture.

The main roads funded fire break tender from St George to Paroo Shire boundary has been awarded to Kooroon Pastoral and will commence on Tuesday 14th March. A lot of these old tracks and fence line fire breaks have not been renewed for some time.

The January reporting period indicated that camping signs have been stolen on the Bollon – Mitchell stock route – these signs have now been replaced. Other issues that were reported around the Bollon area is the illegal humpy situated adjacent the show grounds, this has now been demolished and area cleaned up fully. There have been no further complaints from the western region this reporting period regards stock routes and town commons. Two new 5000 gallon tanks have been replaced at Glencoe water facility due to loss of integrity and tanks splitting.

Pest management again has been slow with only one landholder requesting 1080 baiting for feral pigs in mid-February. There has been no wild dog baiting activity at all which is surprising or wild dog activity may be reducing. John Scriven continues with the no border no boundaries project (Phase 2 drought funding) in the Teelba and Silver Springs region – Rural Services has not received any significant reports back from QMDC as yet on what has been achieved.

Exclusion fencing projects are continuing throughout the region and both rural services and town planning have been working with landholders to ensure that fences adjacent to road reserves have correct corridor permits for construction. We have also been assisting landholders through networking with State departments for vegetation removal for fence renewal.

Rural Services have been informed that the 5th strain of the calici virus will be released in the upcoming weeks in the Balonne Shire region. Areas of high population will be targeted and rural services officers will be assisting Queensland Biosecurity staff in this operation. The Manager of Rural Services has been negotiating with John Conroy (Biosecurity officer Goondiwindi) on the areas that should be targeted in the near future.

Weed management has been very quiet due to hot weather but plans are underway to renew spraying programs as soon as possible once temperatures allow for correct spraying operations. RMPC and QMDC rangers will continue with element 5 weed spraying on the Moonie highway targeting the remainder of the velvety tree pair infestation. Other weeds that are becoming more predominant just recently are the mimosa bush on several road reserves within the Balonne Shire region, also during these operations mother of millions will also be controlled were possible.

The Manager of Rural Services has been approached by the Royal Military College, Duntroon with regards to the second training exercise to take place around mid-May. Again officers will be liaising with Council Staff for the use of reserves and the wash down facility. More information will become available in the upcoming weeks as the exercise draws closer.

During February there have been changes to patrols conducted by the Balonne Shires Local Laws officers for the control of wandering and nuisance dogs around St George and Dirranbandi. Random patrols at various strategic hours will now be conducted – our officers have already been successful with random patrols over the reporting period. There have been some incidents involving our local laws officers being physically and verbally threatened, which have been investigated by local Police. One person has been charged regarding this issue and informed to stay away from our officers at all times.

Updates on the St George dog pound have been completed with new security systems now available and better access to water for the purpose of pound hygiene. The new vehicle will be picked up on Wednesday 8th March and adjustable hydraulic cages being placed on the vehicle on Friday 10th. For security reasons and for the protection of our local laws officers, vehicle cameras are being quoted and hopefully installed as soon as possible. This will give our staff visual evidence and backup if there is any community members disgruntled over our method of operations regarding wandering dogs and patrol activities.

Attachments

Nil

Jamie Gorry
Director Community and Environmental Services