



Meeting Notice and Agenda

for the

General Meeting of the Council

to be held in the

Cultural Centre, 118 Victoria Street, St George

on

Thursday 16th July 2020

Commencing at 9.00am

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ORDER OF PROCEEDINGS

1. Opening

2. Council Prayer

3. Attendance Expected attendance of this meeting is as follows:

Councillors		Staff/Consultants	
Cr SC O'Toole (Mayor)	-Full Meeting	Mr Matthew Magin (Chief Executive Officer)	-Whole Meeting
Cr R Avery	-Full Meeting	Mrs Michelle Clarke (Director Finance & Corporate Services)	-Whole Meeting
Cr RG Fuhrmeister	-Full Meeting	Mr Andrew Boardman (Director Infrastructure Services)	-As required for IFS
Cr R Lomman	-Full Meeting	Dr Digby Whyte (Director Environment & Regulatory Services)	-As required for ERS
Cr SS Scriven	-Full Meeting		
Cr ID Todd	-Full Meeting		
Cr W Winks	-Full Meeting		

4. Leave of Absence

5. Confirmation of Minutes

(COM) Confirmation of Minutes of the **General Meeting held on 18 June, 2020.**

(COM) Confirmation of Minutes of the **Special Meeting held on 25 June, 2020.**

6. Declaration of Conflicts of Interest

7. Deputations Nil

8. Councillor Reports

9. Meeting Business by Corporate Function

Office of the CEO

Finance & Corporate Services

Infrastructure Services

Environment & Regulatory Services

10. Confidential Items

Office of the CEO

Finance & Corporate Services

Infrastructure Services

Environment & Regulatory Services

11. General Business

12. Information Reports

Office of the CEO

Finance & Corporate Services

Infrastructure Services

Environment & Regulatory Services

MEETING BUSINESS BY CORPORATE FUNCTION

(OCEO) OFFICE OF THE CEO

ITEM	TITLE	SUB HEADING	PAGE
OCEO1	<u>TOURISM EVENTS GRANT</u> <u>APPLICATION - ST</u> <u>GEORGE CLAY TARGET</u> <u>CLUB</u>		4

OFFICER REPORT

TO: Council

SUBJECT: Tourism Events Grant Application - St George Clay Target Club

DATE: 06.07.20

AGENDA REF: OCEO1

AUTHOR: Kim Wildman - Tourism Manager

Tourism Events Grant Application – St George Clay Target Club

Executive Summary

Round 2 Tourism Events Grant for Regional Event sponsorship request from St George Clay Target Club.

Background

The St George Clay Target Club submitted an application as part of Round 2 Tourism Events Grant for Regional Event sponsorship which was presented to Council. Due to COVID-19 which forced all events to be cancelled, a decision on funding was postponed pending government restrictions on events being eased. With events now allowed under Stage 3 of the ease of COVID-19 restrictions, the St George Clay Target Club has decided to proceed with their event as planned for 4-6 September.

The Clay Target Shoot is an annual sporting event. Now in its fourth year, the three-day competition includes a number of individual events with competitors ranging from juniors (11 years and older) to veterans, and includes men and women.

The number of competitors attending the event has increased annually with each event held. The Shoot in 2019 drew 130 competitors, from 32 different clubs across Queensland, New South Wales and Victoria.

The St George Clay Target Club has submitted an application for **Tier 3 Regional Event** for the 2020 St George Clay Target Shoot requesting **\$2,000** in financial support. Additionally, they have requested a **three (3) year agreement**.

FUNDING CRITERIA

The two main criteria for a Tier 3 Regional Event under the new Tourism Events Grant Funding Program are that the event:

1. Generates, or has the **potential** to generate, in excess of \$100,000 economic impact annually
2. Attracts **up to** 1000 unique attendees, with significant visitor numbers from outside the Shire.

While delivering in excess of \$100,000 in economic impact is the goal of a Tier 3 Regional Event, which offers up to \$2,000 in financial support, the Tourism Events Policy states that an event need only have “the potential”

to deliver this amount. It also stipulates that the event need only attract up to 1000 unique visitors. Therefore, the St George Clay Target Shoot qualifies as a Tier 3 Regional Event.

The St George Clay Target Shoot also meets two of Council's key funding priorities as below:

Increase visitation & length of stay of visitors to the Shire

The St George Clay Target Shoot attracts a large number of visitors from interstate who come with their families to compete in the event. With the event held over three days, it encourages competitors and their families to spend a long weekend in the Balonne Shire and take advantage of the opportunity to see the sights and attractions the Shire has to offer

Generates positive state-wide or national media coverage

The event is given national exposure through a feature in the club's national magazine. Three members of the club (two juniors and 1 senior) have also made the state team which has further highlighted the event on a state and national level.

Stimulates the local economy through business partnerships

The St George Clay Target Club actively pursues local partnerships with Balonne-based businesses and community groups with all supplies including fuel, food, generator hire, and prizes purchased locally.

Additionally, the Event Organisers have provided an adequate Event Management Plan including a budget and marketing plan along with a sound Data Collection Plan.

GRANT REQUEST

The St George Clay Target Club has requested \$2,000 in financial support to go towards equipment hire, advertising and entertainment costs. Equipment hire includes costs to hire a generator for power to caravans, ablution block and sporting equipment. It is hoped that money spent towards advertising and entertainment will help draw more attendees both inside and outside the Shire.

In addition, the St George Clay Target Club has requested a Three (3) Year Funding Agreement.

As the main purpose of the Tourism Events Grant is to help Event Organisers grow and develop their events and that, with more assistance, the St George Clay Target Shoot has the potential to attract more competitors and visitors from outside the Shire, Council should consider approving the \$2,000 in financial support.

At this stage it is recommended that the Three-Year Agreements be reserved for Major Shire events.

Link to Corporate Plan

Key Foundation Area	Key Program Area
<u>Economy</u>	Tourism growth and development

Consultation (internal/external)

Nicole Robertson, St George Clay Target Club

Legal Implications

NA

Risk Implications

Reputation - Inadequate engagement and assessment of the impact of external and internal stakeholders on our community, viability and productive capacity.

Policy Implications

NA

Financial and Resource Implications

The Council Tourism Events Grant Program has an approved annual budget of \$50,000. As decisions on funding for Round 2 of applications were put on hold due to COVID-19 an additional \$13,000 was carried over from the 2019/2020 financial year to help reinvigorate the event sector post COVID 19. No funds have been allocated to date.

If Council resolves to grant the St George Clay Target Club the full \$2,000 requested, more than half of the total budget will remain available for Round 2 funding applications in the 2020/2021 financial year.

Council therefore has sufficient funds to support this application.

Annual Budget		\$63,000
Less pending requests		
St George Clay Target Club	\$2,000.00	
Total remaining		\$61,000

Options or Alternatives

NA

Attachments

1. 01-02-2020-St George Clay Target Club Tourism Events Grant Application.pdf [↓](#)

Recommendation/s

That Council resolves to sponsor the St George Clay Target Club with \$2,000 from the Tourism Events Grant Funding Program for the 2020 St George Clay Target Shoot event.

Digby Whyte

Director Environment & Regulatory Services



Tourism Events Grant Application Form

Auspic Organisation

Please complete if your organisation is NOT an incorporated legal entity

Auspic Organisation's Name:	
Postal Address:	
Contact Person:	
Phone:	
Email:	
ABN:	

Section 2: Event Details

Event Name:	Annual Clay Target Shoot
Event Date/s:	4th, 5th, 6th September 2020
Event Location/s:	St George Clay Target Club, St George Qld
Event Occurrence:	<input checked="" type="checkbox"/> Annual <input type="checkbox"/> Bi-annual <input type="checkbox"/> One off
Event Category Note: Please refer to the Tourism Events Grant Policy Section 5 'Definitions' for clarification of Categories and guidelines for determining Economic Impact.	<input type="checkbox"/> Major Event (generates > \$350,000 economic impact) <input type="checkbox"/> Destination Event (generates > \$200,000 economic impact) <input checked="" type="checkbox"/> Regional Event (generates > \$100,000 economic impact) <input type="checkbox"/> New Event Development Fund
What other Events are on in the Balonne Shire at this time?	St George State School Spring Fling
Brief Description of Event (max 250 words)	Please see attached.



Tourism Events Grant Application Form

Will your Event (check only appropriate boxes)	<input checked="" type="checkbox"/> Increase visitation & length of stay of visitors to the Shire <input checked="" type="checkbox"/> Generate positive state-wide or national media coverage <input checked="" type="checkbox"/> Stimulate the local economy through business partnerships
How your Event will achieve the above benefits?	<p>It increases the awareness of our area, as there is a large number of people that travel for the club event, but stay in the shire to have a look as they have not been here before. A lot of competitors are from Victoria, and stay here until the next shoot in Qld. All results and sponsorship are advertised on our local Facebook page, & our regional and state Facebook pages. An article is also written in our national magazine. We have had 3 members (2 juniors, 1 lady) make the state team in the last 2 years, which was excellent advertising. A lot of competitors will bring their wives/families, who then spend time in town at events and shopping, further stimulating the economy. All supplies are purchased locally (refer to the budget for amounts). All visitors will need to refuel before leaving. The money raised goes into club improvements, which are completed by local tradespeople.</p>

Section 3: Grant Request

Total Amount of Funding Sought:	\$2,000 <i>Note: The amount of requested should not be greater than 25% of the total event the expenditure budget.</i>
In-Kind Support Sought from Council:	<input type="checkbox"/> Fee Wavier <input type="checkbox"/> Other (provide details): _____
Duration of Agreement Sought:	<input type="checkbox"/> One Year <input checked="" type="checkbox"/> Three Year <i>Note: Regional, Destination and Major Events are eligible to enter into three-year agreements with the Balonne Shire Council. These will be awarded at Council's discretion.</i>
Describe how the money will be used to enhance and/or promote your Event:	<p>If we were successful, the money would be used for equipment hire, advertising and entertainment costs.</p> <p>As the club was re-established with no assets, funds or land, we have had to start with no infrastructure. This has been a long road, and to successfully operate this weekend, we still need to hire equipment as we cannot afford to install these items to cater for the numbers expected. Equipment hire includes costs to hire a generator for power to caravans, ablution block and sporting equipment (we currently have a generator and toilet block but is not enough for this weekend). We have a bar and entertainment on the Saturday night, and we are encouraging locals from the Shire to attend for dinner and entertainment, not just competitors. Advertising in the Balonne Beacon and our National Magazine will assist with awareness to both target groups to attend.</p> <p><i>Note: Events Grant Funding will NOT be provided to remunerate the Event Organiser or for prize money, awards or activities associated with prizes and awards (e.g. trophies).</i></p>



Tourism Events Grant Application Form

Section 4: Budget

Provide as an attachment to this application or use the template below.

EVENT BUDGET

INCOME (Ticket Sales, Sponsorship, Entry Fees, etc.)

Item	Cash (\$)	In-Kind (\$)
Nominations	10,500	
Canteen	6,000	
Bar	6,000	
Sponsorship	7,000	2,500
TOTAL INCOME	29,500	2,500

EXPENDITURE (Venue Hire, Marketing, Contractors, Permits, etc; attach quotes)

Item	Cash (\$)	In-Kind (\$)
Catering	3,350	800
Bar	2,500	
Prizes	12,000	3,000
Fuel & Generator Hire	1,500	
Marketing	600	
Permit (Liquor Licence)	220	
Entertainment	500	500
TOTAL EXPENDITURE	20,670	4,300

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Authorised by >> Director of Community & Environmental Services

Initial Date of Adoption >> 16/05/19
Latest Version Adopted: 16/05/19
Next Review Date>> 30/06/21



Tourism Events Grant Application Form

Section 5: Economic Impact																
Total expected unique attendees to the Event:	190 <i>Note: This includes participants, competitors, spectators, officials and support personnel. Unique attendance is the number of individuals who you anticipate will attend the event, counted once only, regardless of whether they attend multiple days or participate in multiple activities within the event.</i>															
Estimated % Balonne Shire Residents:	20%															
Estimated % visitors from OUTSIDE Shire:	80%															
Average number of night's stay for visitors:	2															
How will the Event support local businesses in the Balonne Shire?	All supplies are purchased locally, and approximately 85% of the prizes are purchased within the shire (~\$10,000). All away competitors will need to purchase fuel, and quite a few stay in local accommodation.															
Provide a summary of the goods and services (including value) that are likely to be sourced from local businesses in the Balonne Shire:	<table border="0"> <tr> <td>Food (Websters, PFD, IGA, Bakery, Butcher)</td> <td>-</td> <td>\$ 3350</td> </tr> <tr> <td>Alcohol & Ice</td> <td>-</td> <td>\$ 2500</td> </tr> <tr> <td>Fuel</td> <td>-</td> <td>\$ 900</td> </tr> <tr> <td>Equipment Hire (Generators, Toilets, Coldrooms)</td> <td></td> <td>\$ 1,300</td> </tr> <tr> <td>Assorted Prizes</td> <td></td> <td>\$ 10,000</td> </tr> </table>	Food (Websters, PFD, IGA, Bakery, Butcher)	-	\$ 3350	Alcohol & Ice	-	\$ 2500	Fuel	-	\$ 900	Equipment Hire (Generators, Toilets, Coldrooms)		\$ 1,300	Assorted Prizes		\$ 10,000
Food (Websters, PFD, IGA, Bakery, Butcher)	-	\$ 3350														
Alcohol & Ice	-	\$ 2500														
Fuel	-	\$ 900														
Equipment Hire (Generators, Toilets, Coldrooms)		\$ 1,300														
Assorted Prizes		\$ 10,000														

Section 6: Data Collection Plan	
<p><i>The economic impact on the Balonne Shire area generated by an event is important for future funding considerations. It is therefore important that Event Organisers capture as much data as possible before, during and after an event which can be used as evidence for future grant applications. For participants/competitors, this can be done through registrations prior to or on the day of the event. For spectators/attendees, this information can be sourced through ticket sales, gate counts, or surveys done on the day (minimum of 100 surveys or 10% of attendance figures; whichever is greater).</i></p>	
Provide a summary of how you intend on collecting attendee/ participant data for your Event:	<ul style="list-style-type: none"> - All meal numbers are recorded. - All competitors details are recorded for competition records, and all competitors have to sign a visitors register. - Photos are taken all weekend.



Tourism Events Grant Application Form

Section 7: Marketing Plan

Attach a copy of your Marketing Plan if you need more room

Is your Event listed with the Australian Data Warehouse?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Who is the target audience for your Event?	Clay Target Shooters	
Provide details on how you will market and promote your Event:	Advertising in the Balonne Beacon to try and expand local interest for the sport and the event. Australia wide distributed Clay Target Magazine. Facebook Pages - Ours, Regional Page, State and National Page, as well as other clubs throughout Qld & NSW.	

Section 8: Risk Management

Attach a copy of your Risk Management Plan if you need more room

What are the major risks associated with your Event?	As we are a shooting club, the main concern is the access to firearms, or accidental discharge. However (as stated below), unless being used all weapons are locked in vehicles. There are rules on the shooting range that if not adhered to will mean instant disqualification and can be dismissed from the grounds. There is a marked safety zone that competitors are not able to cross onto the range.
How will you mitigate these risks?	All equipment is locked in vehicles at all times when not being used. All competitors have and National and Club Membership/Affiliation, and are experienced competitors. Public Liability Insurance is held. Liquor Permits are obtained for the whole event. Non-Competitors are not allowed on range. Warning flags (red) are flying for people entering the grounds. We have a Range Officer that is able to oversee any bad behaviour.

Section 9: Event Management

Outline the Organisation's experience in Event Management:	The same committee has helped to organise and run the last four, 3 day shoots. We regularly help with other clubs to manage their shoots, and also assist at state level events in the office management.
Provide an outline of the Event Management structure (key personnel and relevant experience):	Mark Robertson (President), Nathan McKee (Vice-President), Mary Anne Easton (Secretary), Nicole Robertson (Treasurer), Susie Higgins (Kitchen Convenor), Mark Wass (Bar). The entire committee has been involved in the reestablishment of the club, and every event and competition in the last 5 years. They have assisted in the organisation, legal requirements and the successful operation of these events.





Tourism Events Grant Application Form

Section 10: Declaration

I certify that the information provided in this application is true and correct and that I am authorised to make this application on behalf of the organisation.

(Note: This application form must be signed by two executive officers of the incorporated body accepting legal and financial responsibility for Council's assistance)

Name: <u>Nicole Robertson</u>	Name: <u>Mary Anne Easton</u>
Position: <u>Treasurer</u>	Position: <u>Secretary</u>
Signature: <u></u>	Signature: <u></u>
Date: <u>28/02/2020</u>	Date: <u>28/02/2020</u>

Checklist

<input checked="" type="checkbox"/>	Completed Application Form
<input checked="" type="checkbox"/>	Copy of Certificate of Incorporation
<input type="checkbox"/>	Copy of the Letter of Agreement from the Auspicing Organisation (if applicable)
<input type="checkbox"/>	Copy of the Auspicing Organisation's Certificate of Currency (if applicable)
<input checked="" type="checkbox"/>	Copy of Public Liability Insurance
<input type="checkbox"/>	Budget for the Event (if not filled out above)
<input type="checkbox"/>	Evidence from past events to support Economic Benefit (Destination & Major Events)
<input type="checkbox"/>	Data Collection Plan (if not filled out above)
<input type="checkbox"/>	Marketing Plan (if not filled out above)
<input type="checkbox"/>	Risk Management Plan (if not filled out above)

(FCS) FINANCE AND CORPORATE SERVICES

ITEM	TITLE	SUB HEADING	PAGE
FCS1	<u>EXTERNAL GRANT APPLICATION AND MANAGEMENT POLICY</u>	External Grant Application and Management Policy	14
FCS2	<u>MEMBERSHIP OF COMMITTEES</u>	Appointment of Councillors to Standing and Advisory Committees and Advisory or Reference Groups	20
FCS3	<u>124TH LGAQ ANNUAL CONFERENCE</u>	LGAQ Annual Conference – Gold Coast, 19 – 21 October 2020	22

OFFICER REPORT

TO: Council

SUBJECT: External Grant Application and Management Policy

DATE: 06.07.20

AGENDA REF: FCS1

AUTHOR: Michelle Clarke - Director Finance & Corporate Services

Sub-Heading

External Grant Application and Management Policy

Executive Summary

The Policy seeks to establish Council's processes for securing, managing and administering external funding to support Council's priorities and vision as outlined in the Corporate Plan.

Background

This Policy aims to set out the arrangements for identifying and managing external funding opportunities for Balonne Shire Council so that they align with Council's strategic direction, operational objectives and appropriately leverage ratepayer funds to provide maximum value to the organisation.

The policy will apply to all external funding and associated partnerships arrangements relating to funding from Commonwealth and State Governments, philanthropic organisations, private enterprise and not-for-profit community groups.

This Policy will not apply to:

- Council Community Grants; or
- Sponsorship, donations, advertising, naming rights or service level agreements

Link to Corporate Plan

Key Foundation Area	Key Program Area
<u>Governance</u>	Financial management for long-term sustainability

Consultation (internal/external)

Grants Officer, Senior Leadership Group

Legal Implications

Not applicable

Risk Implications

Financial Impact - Inability to achieve financial sustainability and meet current and future needs of the community.

Policy Implications

Adopting the recommendation will create a new policy. Procedures will be developed to ensure policy is implemented and the recommendations of Internal Audit are added. While Internal Audit made a number of recommendations they have given a positive report overall.

Financial and Resource Implications

Not applicable

Options or Alternatives

Nil

Attachments

1. External Grant Application and Management Policy [↓](#)

Recommendation/s

That Council adopt the External Grant Application and Management Policy.

Michelle Clarke

Director Finance & Corporate Services

External Grant Application and Management Policy

1. POLICY STATEMENT

The purpose of this Policy is to set out the arrangements for identifying and managing external funding opportunities for Balonne Shire Council so that they align with Council's strategic direction, operational objectives and appropriately leverage ratepayer funds to provide maximum value to the organisation.

2. PRINCIPLES

The Policy seeks to establish Council's processes for securing, managing and administering external funding to support Council's priorities and vision as outlined in the Corporate Plan.

3. SCOPE

This Policy applies to all external funding and associated partnerships arrangements relating to funding from Commonwealth and State Governments, philanthropic organisations, private enterprise and not-for-profit community groups.

This Policy does not apply to:

- Council Community Grants; or
- Sponsorship, donations, advertising, naming rights or service level agreements

4. RESPONSIBILITY

GRANTS OFFICER

The Grants Officer will:

- Research and investigate potential external funding opportunities for the organisation to advise relevant staff;
- Coordinate and maintain Council's Grants Register
- Value add to each Grant where required; and
- Provide reporting on grant success rates (KPI's).

SENIOR LEADERSHIP GROUP (SLG)

The SLG team will:

- Review and/or determine whether or not to proceed with a grant application in accordance with table 1 (below); and
- Where permitted and deemed appropriate, advocate on behalf of Council with potential funding agencies.

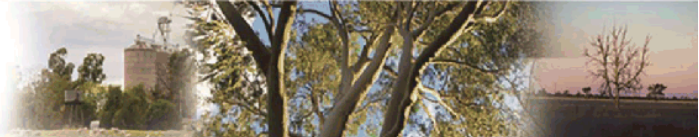
FINANCE

Finance will provide support by:

- Providing information to assist the estimate of whole of life costs; and
- Internal accounting matters associated with managing grant funds.

GOVERNANCE

Governance will provide risk and insurance advice relating to funding applications and agreements, as required.



External Grant Application and Management Policy

PROCUREMENT

The Procurement Co-ordinator will provide contract advice relating to funding agreements, as required. It is noted that in some instances, external legal advice may also need to be sourced

5. DEFINITIONS

Capital works are defined as building and engineering works that create an asset, as well as constructing or installing facilities and fixtures associated with, and forming an integral part of those works.

Operating projects are defined as projects and initiatives within the organisation that do not constitute capital works projects.

Whole of life costs means the financial (including any required match funding) and resource implications of a grant to Council as a result of the ongoing operating, insurance, maintenance, refurbishment, disposal and other costs directly resulting from the project.

Grants register is a live document managed by the Grants Officer containing each grant that Council has applied for.

6. POLICY

GRANT APPLICATION PROCESS

Initial phase

The initial role of the Grants Officer is to:

- Determine whether the grant being considered meets the strategic intent of Council; and
- Estimate the whole of life costs of the particular grant project by liaising with Finance and Asset Management Officers, where appropriate

Once the above information is obtained, the Grants Officer must seek the required approval to proceed with the grant application (see table 1). Any grants applied for or being considered will be reported via relevant Director to the SLG.



External Grant Application and Management Policy

Table 1 - Grant Internal Approval Limits

Type of project the Grant relates to:	Estimated whole of life cost of Grant Project (\$)	Approval provided to proceed with application
1. Operating projects relating to operations and approved in budget	Less than \$25,000	Relevant Director
2. Operating project relating to operations and approved in budget	Greater than \$25,000 up to \$100,000	Relevant Director and CEO
3. Operating project relating to operations and approved in budget	Greater than \$100,000	Discussed by the SLG and where appropriate the Councillors Signed off by CEO
4. Capital works project – approved in budget process	\$100,000 or less	Relevant Director and CEO
5. Capital works project – approved in budget process	Greater than \$100,000	Discussed by the SLG and where deemed appropriate the Councillors Signed off by CEO
6. Operating or capital works projects NOT approved in budget process	Any amount	Discussed by the SLG and Councillors considering the following criteria: <ul style="list-style-type: none"> • Alignment with Corporate Plan and Strategic Direction of Council and operational area objectives; • Financial considerations with a view to maximising value to the organisation; • The ability for the operational area to proceed with the grant and still deliver on existing service obligations; and • Community benefit/ability to fill an identified gap in need/service. <p>Following the above review, sign off to proceed will be provided by the CEO.</p> <p>If the grant is successful, a budget adjustment will be submitted in the next Budget Review.</p>

External Grant Application and Management Policy

APPLICATION PHASE

Once approval to proceed with a grant application has been obtained, the Grants Officer will:

- Undertake the relevant application process.
- Assess the terms and conditions of the application, and seek advice from Governance as needed
- Ensure all application forms and letters are signed by Officers with appropriate delegated authority.

If the application is unsuccessful, the Grants Officer should seek feedback from the funding provider.

PROJECT DELIVERY PHASE

Upon approval of the grant, the Grants Officer will:

- Review terms and conditions of funding agreements, and where appropriate seek advice from Governance and/or Procurement, as needed.
- Provide final funding agreements for signing by the CEO or appropriate Officer with delegated authority.
- Ensure Council's Grant Register is updated.
- Contact Finance for codes to capture financial data which is aligned with grant acquittal requirement

The Project Officer will:

- Submit budget adjustment in next Budget Review, if required
- Undertake the project in accordance with the funding agreement terms and conditions
- Report on progress of project internally in a timely manner, as required.

ACQUITTAL PHASE

The Grants Officer will co-ordinate the acquittal of the grant in consultation with Finance and the relevant Project Officer. As part of the acquittal process, the Project Officer is responsible to provide all necessary information to allow the Grants Officer to co-ordinate reporting schedules, milestones and variations.

7. LEGAL PARAMETERS

Employee Code of Conduct

Local Government Act 2009

Local Government Regulation 2012

Statutory Bodies Financial Arrangements Act 1982

Balonne Shire Council Corporate Plan 2018-2023

8. ASSOCIATED DOCUMENTS

Grants Register

Financial Delegation Register

Approved Budget and Operational Plan

OFFICER REPORT

TO: Council

SUBJECT: Membership of Committees

DATE: 08.06.20

AGENDA REF: FCS2

AUTHOR: Michelle Clarke - Director Finance & Corporate Services

Sub-Heading

Appointment of Councillors to Standing and Advisory Committees and Advisory or Reference Groups

Executive Summary

Following the Election in March 2020 Council has confirmed the Standing and Advisory Committee and Advisory or Reference Groups to assist in community and stakeholder engagement together with achieving Council's strategic goals. The purpose of this report is to appoint Councillor as a Chair and/or member of the Committees. Council deferred this report at its meeting on 18 June 2020.

Background

Council has undertaken a number of workshops to develop its list of Standing and Advisory Committee and Advisory or Reference Groups to assist in community and stakeholder engagement together with achieving Council's strategic goals. Council has also confirmed its Portfolios for Councillors.

Link to Corporate Plan

Key Foundation Area	Key Program Area
<u>Governance</u>	Active community and stakeholder engagement

Consultation (internal/external)

Councillors

Legal Implications

Section 264a) of the Local Government Regulations 2012 allows Council to appoint from its councillors – standing committees and Section 264b) appoint advisory committees (including members that are not councillors).

All Committees are subject to Council's Code of Meeting Practice and business may only be conducted at meetings where a quorum is present.

Minutes are to be kept of all Council committee meetings and tabled at the next Council meeting.

Risk Implications

Nil.

Policy Implications

A model terms of reference will be developed and each Standing and/or Advisory Committee terms of reference will be developed in consultation with the committee members.

Financial and Resource Implications

Additional administrative support may be required to ensure that agendas, minutes and follow up action items are managed appropriately.

Options or Alternatives

Nil

Attachments

Nil

Recommendation/s

That Council resolves to appoint Councillors to the Standing and Advisory Committees, Advisory and Reference Groups and Regional Groups, as tabled.

Michelle Clarke

Director Finance & Corporate Services

OFFICER REPORT

TO: Council

SUBJECT: 124th LGAQ Annual Conference

DATE: 06.07.20

AGENDA REF: FCS3

AUTHOR: Michelle Clarke - Director Finance & Corporate Services

Sub-Heading

LGAQ Annual Conference – Gold Coast, 19 – 21 October 2020

Executive Summary

The Local Government Association Queensland Annual Conference is held every year and is an opportunity for Council to raise industry wide issues as a motion and for councillors to network and participate in professional development.

Background

The LGAQ is calling for motions for its 124th Annual Conference. Registration details are still pending.

As in previous years, the agenda will consist in two parts.

Part 1: Review of the Policy Statement

Part 2: Motions for Conference

The LGAQ will begin accepting motions for debate at the 2020 Annual Conference as of Monday, 29 June 2020. The deadline to submit a motion will be Monday, 10 August 2020.

Motions checklist

A motion must contain background information and contain all the relevant facts other councils would need to make an informed vote on the issue.

A motion must be submitted in the provided template.

Consider resolutions carried at previous annual conferences (LG Online login required) on the topic and what action has resulted from the resolution.

A motion must be endorsed at a council meeting prior to the deadline.

The following issues have been raised as potential motions:

- Support for council's to escalate issues with Microsoft Office as an industry (rather than an individual council) under Governance contract
- Vegetation management – seeking clearing for fencing to be recognised as critical infrastructure
- Cost and impacts of COVID-19 and expectations on local government and their communities
- Sole invitee status for road projects

Link to Corporate Plan

Key Foundation Area	Key Program Area
<u>Governance</u>	Effective strategic planning and partnerships

Consultation (internal/external)

Councillors, Local Government Association Queensland and Western Alliance of Councils

Legal Implications

Council is seeking legislative change where the impact and/or cost of implementation exceeds Council resources.

Risk Implications

Financial Impact - Inability to achieve financial sustainability and meet current and future needs of the community.

Policy Implications

Not applicable

Financial and Resource Implications

There is a budget of \$35,000 for 2020/21 financial year for councillor training and conference attendance. There is provision for travel and accommodation estimated at \$4,000 for four to attend.

Options or Alternatives

Suggest alternative motions

Attachments

Nil

Recommendation/s

That council resolve:

1. nominate two voting delegates to attend the 2020 LGAQ Annual Conference being held on the Gold Coast, 19 – 21 October 2020;
2. nominate any additional councillor as an observer to attend the 2020 LGAQ Annual Conference being held on the Gold Coast, 19 – 21 October 2020;
3. in accordance with section 162(1)(e) of the Local Government Act 2009 that leave of absence be granted to the attending Councillors for the period 19 – 21 October 2020, for the 124th LGAQ Annual Conference being held on the Gold Coast;
4. provide instructions to the Chief Executive Officer of any motions proposed for the LGAQ 2020 Annual Conference for investigation and preparation of background information. Motions must be submitted by 10 August 2020.

(IFS) INFRASTRUCTURE SERVICES

ITEM	TITLE	SUB HEADING	PAGE
IFS1	<u>THE ST GEORGE - NOONDOO RD AND NOONDOO - THALLON RD ROAD EXCAHANGE, MINISTER'S RESPONSE</u>	The St George – Noondoo Rd and Noondoo – Thallon Rd Road Exchange, Minister's Response	26
IFS2	<u>ST GEORGE RIVER WATER ALLOCATION OWNERSHIP</u>	St George river water allocation ownership	31

OFFICER REPORT

TO: Council

SUBJECT: The St George - Noondoo Rd and Noondoo - Thallon Rd Road Exchange, Minister's Response

DATE: 07.07.20

AGENDA REF: IFS1

AUTHOR: Brenton Judge - Manager Transport and Drainage

Sub-Heading

The St George – Noondoo Rd and Noondoo – Thallon Rd Road Exchange, Minister's Response

Executive Summary

Balonne Shire Council in the February 2020 meeting resolved to lobby the Queensland Government to take ownership of both St George – Noondoo Rd and Noondoo – Thallon Rd. The Minister of Transport and Main Roads, Chief of Staff has responded informing Council that Transport and Main Roads are unable to resume both roads and that it is the Department preference that they resume ownership of Noondoo – St George Road.

Background

Prior to the Department of Transport and Main Roads (TMR) taking ownership of the Noondoo – Thallon Rd, the 43.9km length of road was predominately a low order gravel road however since TMR has taken ownership the road has become a 8.0m wide bitumen sealed road with an approximate value of \$14.6 million meanwhile St George – Noondoo Rd which is 68.0km long has an approximate value of \$22.5 million

Link to Corporate Plan

Key Foundation Area	Key Program Area
<u>Infrastructure and Planning</u>	Sustainable planning and development

Consultation (internal/external)

Council Workshop
Chief Executive Officer
Director of Infrastructure Services
Manager of Transport and Drainage

Legal Implications

Nil.

Risk Implications

Financial Impact - Inability to achieve financial sustainability and meet current and future needs of the community.

Policy Implications

Nil.

Financial and Resource Implications

Balonne Shire Council is a small regional council with very limited revenue generated through its rates to fund the maintenance and depreciation of its assets. If Balonne Shire Council was to take ownership of either road this will result in a long-term decrease in the level of service that council can offer on its entire road network due to the limited funds available to maintain our Local Government Road Network.

Options or Alternatives

Council to continue to lobby the Queensland Government to take ownership of both roads (Recommended)

Council take ownership of the Noondoo – St George Road

Council take ownership of the Noondoo – Thallon Road

Attachments

1. Balonne Shire Council Request to the Minister of Transport and Main Roads.pdf [↓](#)
2. Minister of Transport and Main Roads Response - Road Swap.pdf [↓](#)

Recommendation/s

That Council resolves to further lobby the Queensland Government to take ownership of both the Noondoo – St George Road and the Noondoo – Thallon Road.

Andrew Boardman

Director Infrastructure Services



MR M MAGIN:KC 138005

4 March 2020

The Hon. Mark Bailey
Minister for Transport and Main Roads
GPO Box 2644
BRISBANE QLD 4001

Dear Minister Bailey

On the 20th May 2010 the Department of Transport and Main Roads (TMR) and Balonne Shire Council (BSC) entered a Memorandum of Understanding (MOU) for a road swap relating to the Noondoo-Thallon Road and the Noondoo – St George section of the Castlereagh Highway.

That agreement is set to expire this year and we have been asked by TMR to indicate if Council wishes to retain the current agreement or revert to the original arrangements. Council at its monthly meeting on February 20, 2010 considered the matter and I have been tasked with providing a formal response.

As you are aware BSC is in its 7th year of being 100% drought declared and our Shire relies exclusively on agricultural output for its local economy which as you can appreciate has been largely decimated by years of no rainfall. None of our farmers have had good seasons for many years especially our dry land farmers.

By your Governments own standards for financial sustainability BSC is and has been for many years rated as financially unsustainable. In terms of our ability to raise own source revenue (rates) on average 30% of our income comes from rates and a staggering 70% is derived from Government grants, fee for service work and of course TMR contracts.

At the February 20 meeting it was unanimously moved "That Council resolves to lobby the Queensland Government to take ownership of both St George – Noondoo Rd and Noondoo – Thallon Rd."

Minister, BSC is seeking your support for TMR to assume control and responsibility for both of these roads as an acknowledgement of Councils perilous financial position and in recognition of the great working relationship between the two organisations which has been built on mutual trust and respect over many years.

Yours sincerely



Matthew Magin
Chief Executive Officer
Balonne Shire Council

BALONNE SHIRE COUNCIL A: 118 Victoria Street, St George, QLD 4487 (POSTAL) PO Box 201 St George, QLD 4487
P: 07 4620 8888 | F 07 4620 8889 | E council@balonne.qld.gov.au | W: www.balonne.qld.gov.au





Minister for Transport and Main Roads

Our ref: MC113708

Your ref: Mr M Magin:KC 138005

17 JUN 2020

Mr Matthew Magin
Chief Executive Officer
Balonne Shire Council
council@balonne.qld.gov.au

1 William Street Brisbane 4000
GPO Box 2644 Brisbane
Queensland 4001 Australia
Telephone +61 7 3719 7300
Email transportandmainroads@ministeria.qld.gov.au
Website www.tmr.qld.gov.au

Dear Mr Magin

Thank you for your letter of 4 March 2020 to the Honourable Mark Bailey MP, Minister for Transport and Main Roads, about the Memorandum of Understanding (MoU) relating to the Noondoo–Thallon Road and the St George section of the Castlereagh Highway. The Minister has asked that I respond on his behalf.

While I understand the financial position of the Balonne Shire Council (BSC), I am advised that the Department of Transport and Main Roads (TMR) is unable to assume ownership of both the Noondoo–Thallon Road and the St George section of the Castlereagh Highway. As the Castlereagh Highway is a State Strategic Road of Importance, it is TMR's preference to resume ownership of the St George section of the Castlereagh Highway and return Noondoo–Thallon Road to BSC on completion of the final section of Noondoo–Thallon Road. Given that the Castlereagh Highway requires a higher construction standard and is therefore more costly to maintain, this approach may also be in the best interests of BSC.

However, I understand the conditions of the MoU dictate that the current arrangements (with TMR responsible for Noondoo–Thallon Road and BSC responsible for the St George section of Castlereagh Highway) will remain in place until TMR receives written notification from BSC to resume the original ownership arrangement.

As TMR is unable to assume ownership of both roads, please consider returning to the original ownership of these roads, with BSC taking control of Noondoo–Thallon Road and TMR taking control of the St George section of Castlereagh Highway, and provide written confirmation of your decision to TMR. Should you wish to discuss this matter further, please contact Mr Roger Hacquoil, District Director (South West), TMR, by telephone on 4622 9511, or email at southwest.office@tmr.qld.gov.au.

I trust this information is of assistance.

Yours sincerely,

TAM VAN ALPHEN
CHIEF OF STAFF

OFFICER REPORT

TO: Council

SUBJECT: St George River Water Allocation Ownership

DATE: 07.07.20

AGENDA REF: IFS2

AUTHOR: Peter Willey - Project Officer

Sub-Heading

St George river water allocation ownership

Executive Summary

Council currently has access to 3000ML of river water annually in Jack Taylor Weir under a Term Allocation Contract with SunWater. A term allocation fee is charged in addition to an allocation fee and a usage fee. It is proposed that Council continue to pursue gaining title of this allocation for long term budget and water security purposes.

Background

In 1983, an agreement was made between Balonne Shire Council and the then Water Resources Commission to divert a maximum quantity of 3000ML of water annually from the Jack Taylor Weir. The price of water was charged at 75% of the minimum charge applicable at the time to licenced irrigation on the regulated section of the Balonne River. The agreement was made for 20 years. During the course of the agreement, the Water Resources Commission became the Primary Industries Corporation, which then became State Water Projects. In 2000, with the introduction of the Water Act 2000, State Water Projects was corporatized, becoming SunWater. Accordingly, SunWater assumed the position of Water Resources Commission under the 1983 agreement. The agreement expired 31 August 2003.

After expiration of the agreement, SunWater permitted Council to draw water from the Jack Taylor Weir under an interim agreement until another agreement was negotiated.

Under the Interim Operations License (IROL), Council did not receive an allocation. The allocation was transferred to SunWater. At the time, all other users had their ownership recognised in the Resource Operations Plan (ROP). The new agreement made between SunWater and Council in 2006 included a term allocation for 2000ML with an option for the first right of refusal for an additional 1000ML. The term allocation acted as a lease of water by Council from SunWater. The current Term Allocation Contract, signed August 2011 has a 3000ML water allocation, and an expiration date of 30 June 2029.

To date, Council has been unsuccessful in gaining title to this allocation.

Link to Corporate Plan

Key Foundation Area	Key Program Area
<u>Infrastructure and Planning</u>	Protection and enhancement of water supply

Consultation (internal/external)

Mr Arron Hieatt – Previous Water and Sewerage Infrastructure Advocacy LGAQ

Ms Subathra Ramachandram – Lead - Water and Sewerage Infrastructure Advocacy LGAQ

Mr Matthew Magin – CEO

Mr Andrew Boardman – Director Infrastructure Services

Legal Implications

Water Supply (Safety and Reliability) Act 2008

Term Allocation Contract 2011

Risk Implications

Community Service - Inability to achieve Council's vision and mission to deliver community services and meet current and future needs.

Policy Implications

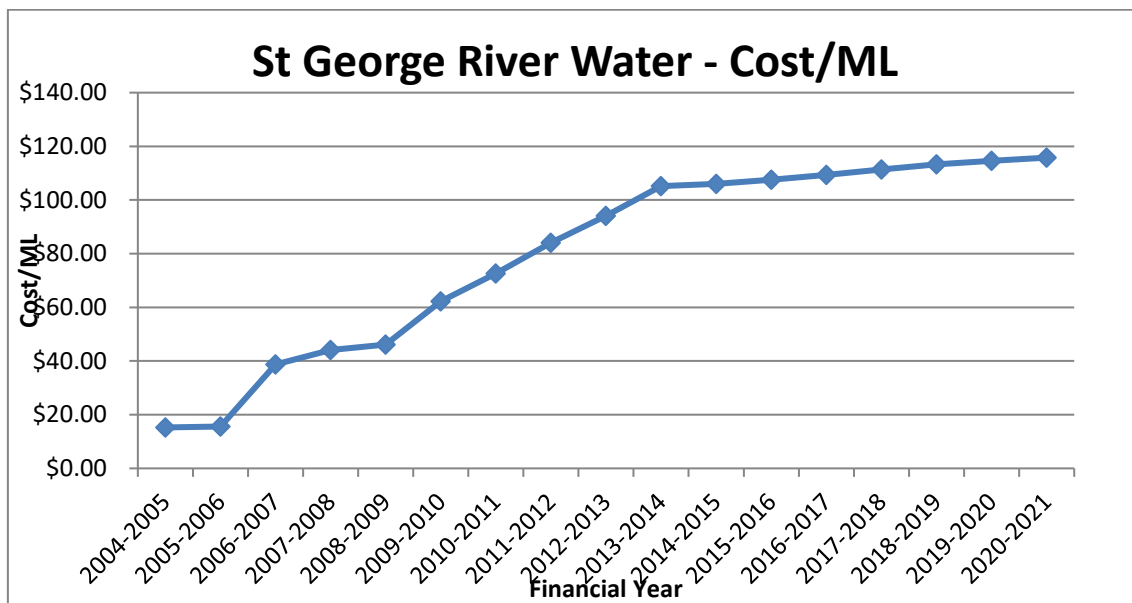
Nil

Financial and Resource Implications

The cost of leasing water from SunWater on a term allocation is demonstrated in the following table:

Water Year	Allocation (ML)	Term Allocation Charge (\$/ML)	Allocation Charge Part A (\$/ML)	Usage Charge Part B (\$/ML)	Total Cost (\$/ML)	Total Cost (\$)
2002-2003	3000	\$0.00	\$14.38	\$0.00	\$14.38	\$43,140.00
2003-2004	3000	\$0.00	\$14.89	\$0.00	\$14.89	\$44,670.00
2004-2005	3000	\$0.00	\$15.26	\$0.00	\$15.26	\$45,780.00
2005-2006	3000	\$0.00	\$15.65	\$0.00	\$15.65	\$46,950.00
2006-2007	2000	\$1.00	\$30.32	\$7.45	\$38.77	\$77,540.00
2007-2008	2000	\$1.03	\$35.36	\$7.67	\$44.06	\$88,120.00
2008-2009	2000	\$1.08	\$37.04	\$8.04	\$46.16	\$92,320.00
2009-2010	2000	\$8.25	\$50.76	\$3.24	\$62.25	\$124,500.00
2010-2011	2000	\$17.00	\$52.28	\$3.34	\$72.62	\$145,240.00
2011-2012	3000	\$26.42	\$54.16	\$3.46	\$84.04	\$252,120.00
2012-2013	3000	\$35.69	\$54.88	\$3.51	\$94.08	\$282,240.00
2013-2014	3000	\$45.55	\$56.03	\$3.58	\$105.16	\$315,480.00
2014-2015	3000	\$46.98	\$57.79	\$1.19	\$105.96	\$317,880.00
2015-2016	3000	\$47.65	\$58.62	\$1.25	\$107.52	\$322,560.00
2016-2017	3000	\$48.46	\$59.60	\$1.27	\$109.33	\$327,990.00
2017-2018	3000	\$49.35	\$60.70	\$1.29	\$111.34	\$334,020.00
2018-2019	3000	\$50.20	\$61.74	\$1.31	\$113.25	\$339,750.00
2019-2020	3000	\$50.59	\$62.68	\$1.38	\$114.65	\$343,950.00
2020-2021	3000	\$51.89	\$63.83	\$1.35	\$117.07	\$351,210.00

The annual increase in water charges over recent years is demonstrated in the following graph:



Options or Alternatives

Council can continue with the current Term Allocation Contract, or it can pursue the option of gaining title to this 3000ML allocation.

Attachments

Nil

Recommendation/s

That Council resolves to:

1. Receive this report; and,
2. Continue to negotiate with SunWater to gain formal title of the 3000ML allocation currently available under a Term Allocation.

Andrew Boardman

Director Infrastructure Services

(ERS) ENVIRONMENT & REGULATORY SERVICES

ITEM	TITLE	SUB HEADING	PAGE
ERS1	<u>WILD DOG EXCLUSION FENCE VEGETATION CLEARANCE POLICY</u>	Wild Dog Exclusion Fence Vegetation Clearance Policy by the Director Environment and Regulatory Services	35
ERS2	<u>MCU177 - DEVELOPMENT APPLICATION FOR MATERIAL CHANGE OF USE - "HEALTH CARE SERVICES" (DENTAL CLINIC), "CARETAKER'S ACCOMMODATION" AND RECONFIGURING A LOT (CREATING AN EASEMENT GIVING ACCESS TO A LOT FROM CONSTRUCTED ROAD) LOCATED AT 112 - 114 ALFRED STREET AND 116 ALFRED STREET, ST GEORGE QLD 4487 (DESCRIBED AS LOT 4 ON SP276756 AND LOT 5 ON SP276756)</u>		42

OFFICER REPORT

TO: Council

SUBJECT: Wild Dog Exclusion Fence Vegetation Clearance Policy

DATE: 09.07.20

AGENDA REF: ERS1

AUTHOR: Digby Whyte - Director Environment & Regulatory Services

Sub-Heading

Wild Dog Exclusion Fence Vegetation Clearance Policy by the Director Environment and Regulatory Services

Executive Summary

This policy responds to strategic action 6.02 in Council's Biosecurity Plan 2019-24 to develop a policy that supports boundary external vegetation clearance of 5 metres. The policy primarily relies on the Planning Regulation 2017 that provides an exemption for Councils clearing land dedicated as road under the Land Act if carried out in accordance with their biosecurity plan. This required that the boundary clearance be in association with Wild Dog Exclusion Fencing (WDEF). It also requires that the Biosecurity Plan be amended to enact the exemption in the Planning Regulation 2027. The policy provides direction for procedures to be associated with the policy.

Background

Council approved the Balonne Shire Council Biosecurity Plan 2019 – 2024 on 31 October 2019. The Biosecurity Plan was in response to the Queensland Biosecurity Act 2014 Chapter 3 s.53 requirement for the local government to have a Biosecurity Plan for managing invasive biosecurity matter (invasive plants and animals).

The Biosecurity Plan was developed following public/landholder forums, landholder surveys and Council workshops. A key input from landholder consultation was for the Biosecurity Plan to support a policy that provided for more than the 3-metre vegetation fence allowed for boundary fences. Landholders considered 5 metres was necessary to provide adequate access, particularly for Wild Dog Exclusion Fences (WDEF).

This was responded to by Strategic Action 6.02 in the Biosecurity Plan to "Improve landholder boundary fence development and maintenance by developing a policy that supports boundary external vegetation clearance of 5 metres."

It is the Planning Regulation 2017 that provide landholders with the standard 3-metre external vegetation clearance for boundary fences adjacent to land dedicated as a road under the Land Act. The Regulation makes further exemption for local government in accordance with its biosecurity plan. Exemption is also provided to construct and maintain roads.

Road corridors are frequently also stock routes and are managed by DTMR and DNRME. In consultation with DNRME it was noted that a 5-metre external vegetation clearance was justifiable for WDEF under the Biosecurity

Plan as such fencing was intended to manage invasive animals. WDEF had unique access requirements relating to construction, maintenance and operations that justified an extension of 2m beyond the 3m allowable for other boundary fences. Legitimising adequate access under Council accountability also had the potential to reduce excessive clearance.

DNRME advised that the Biosecurity Plan be amended to enact the exemption in the Planning Regulation 2027. The recommended change to the BSC Biosecurity Plan 2019-2024 is to insert the following below the table in Section 4.1 Species Prioritisation p.19.

It is recognised that in Balonne Shire Wild Dog Exclusion Fencing (WDEF) is a key part of controlling many of the high priority pest animals and that adequate access is necessary. A 5m external vegetation clearance on road boundaries is provided for Wild Dog Exclusion Fences under Planning Regulation 2017 exemptions to local authorities. This clearing must be conducted in accordance with Balonne Shire's Wild Dog Exclusion Fence Vegetation Clearance Policy and associated procedure for adequate access for construction, maintenance, and frequent patrols associated with WDEF.

The attached policy responds to that provision.

Link to Corporate Plan

Key Foundation Area	Key Program Area
<u>Environment</u>	Biosecurity, pest management and stock route planning

Consultation (internal/external)

Seamus Batstone, Principal Natural Resource Management Officer, DNRME
Jason Reberger, Regional Coordinator - Biosecurity and Stock Route Management, DNRME
Andrew Boardman, Director Infrastructure Services, BSC
Robyn Shapcott, Manager Rural Services and Compliance, BSC

Legal Implications

Biosecurity Act 2014
Planning Regulations 2017
Vegetation Management Act 1999
Stock Route Management Act 2002

The Planning Regulations 2017 exemption for vegetation clearance to local authorities in relation to the Biosecurity Plan policy means Council must authorise landholders to clear on its behalf and would be accountable for any excess clearance. Procedures associated with the Policy will ensure a process to legitimately engage and manage landholder clearing on an on-going basis.

Risk Implications

Community Service - Inability to achieve Council's vision and mission to deliver community services and meet current and future needs.

Policy Implications

This Policy gives effect to Council's Corporate Plan 2018-2023 and BSC Biosecurity Plan 2019-2024 and has relevance to other external policies such as the State Policy for Vegetation Management 2014 V4. The Policy

provides direction for the development of associated Procedures to manage the application, management, and compliance process.

Financial and Resource Implications

As the Policy and procedures are confined to WDEF the process is considered manageable within BSC Rural Services and Compliance staff and budget allocations. Had the Policy related to authorising and managing Council external vegetation clearance of all boundaries or rural boundaries additional staff would be required.

There may be financial risk if Council is held liable for excessive vegetation clearance conducted on its behalf. This will be managed by the Policy and associated procedures.

Options or Alternatives

1. Provide no policy to extend external vegetation clearance for WDEF. The advantage is that Council would avoid the administration and potential liability of authorising landholders to clear vegetation on land classified as road. The disadvantage is reduced response to landholders who consider 5m external fence access is necessary to construct and maintain WDEF as a key economic and biosecurity programme.
2. Extend the policy to include all stock fences or boundary fences. The advantage is that Balonne Shire landholders would enjoy greater external access to fencing. The disadvantage is that this is not likely to be considered eligible under a biosecurity plan exemption. Should Council like to pursue this option it may be more appropriate to jointly seek with other regional councils, a change to the Planning Regulations 2017.

Attachments

1. WDEF Vegetation Clearance Policy.pdf [↓](#)

Recommendation/s

That Council resolves to:

1. Amend the BSC Biosecurity Plan 2019 - 2024 Section 4.1 Species Prioritisation (p.19) to add:
It is recognised that in Balonne Shire Wild Dog Exclusion Fencing (WDEF) is a key part of controlling many of the high priority pest animals and that adequate access is necessary. A 5m external vegetation clearance on road boundaries is provided for Wild Dog Exclusion Fences under Planning Regulation 2017 exemptions to local authorities. This clearing must be conducted in accordance with Balonne Shire's Wild Dog Exclusion Fence Vegetation Clearance Policy and associated procedure for adequate access for construction, maintenance, and frequent patrols associated with WDEF.
2. Approve the Balonne Shire Council Wild Dog Exclusion Fence Vegetation Clearance Policy

Digby Whyte
Director Environment & Regulatory Services



Wild Dog Exclusion Fence Vegetation Clearance Policy

1. POLICY STATEMENT

Balonne Shire Council supports biosecurity of agricultural lands through its Biosecurity Plan and wild dog exclusion fencing (WDEF), kept effective through regular maintenance, fire protection and other wild dog control methods.

This policy falls directly under Council's Biosecurity Plan 2019-2024 that supports the 5m clearance of vegetation external to WDEF boundary fences. This is to allow adequate construction access and regular ongoing maintenance and operational access to ensure the biosecurity integrity of these expensive specialist fences. The policy also reduces the likelihood of excessive clearing and improves boundary fire lines and state and local liability for fire damage from adjacent vegetation.

2. PRINCIPLES

The Balonne Shire Council Corporate Plan 2018 – 2023 states that the Environmental Goal is 'To enhance, protect and sustain the environment, ensuring a triple bottom line approach of balancing social and economic needs with environmental goals. This includes the environmental Program Area of 'Biosecurity, pest management and stock route planning'.

The State Policy for Vegetation Management 2014 Principle 2.1.1 states 'Regulation of vegetation clearing is needed to prevent the loss of biodiversity at state, regional and local levels; Principle 2.2.1 states 'Vegetation plays a critical role in maintaining ecological processes and preventing land degradation (p.5).

The Planning Regulation 2017 Schedule 21 Pt.2 s5 exempts, for land dedicated as a road under the Land Act, clearing vegetation '...that is necessary to maintain a boundary fence to the maximum width of 3m...' (f); '...that is carried out by a local government in accordance with a biosecurity plan made by the local government under the Biosecurity Act 2014...' (b)(ii); and '...that is carried out by a local government..., if the clearing is necessary to construct or maintain road transport infrastructure...' (a)(i).

The Queensland Biosecurity Act 2014 chapter 3 obligates local government to manage biosecurity matter (s48), have a biosecurity plan (s53) to include strategies, activities, and responsibilities for achieving objectives.

Council's Biosecurity Plan 2019 - 2024 Section 4.1 Species Prioritisation enacts the Planning Regulation 2017 by stating: 'It is recognised that in Balonne Shire Wild Dog Exclusion Fencing (WDEF) is a key part of controlling many of the high priority pest animals and that adequate access is necessary. A 5m external vegetation clearance on road boundaries is provided for Wild Dog Exclusion Fences under Planning Regulation 2017 exemptions to local authorities. This clearing must be conducted in accordance with Balonne Shire's Wild Dog Exclusion Fence Vegetation Clearance Policy and associated procedure for adequate access for construction, maintenance, and frequent patrols associated with WDEF' (p. 19).

This policy recognises unique 5m access requirements associated with WDEF justifying exemption beyond that of the 3m vegetation exemption for standard stock fences:

- That for construction WDEF mesh fence-footers face externally with mesh erected from outside the boundary, commonly by plant and equipment exceeding 4m width.
- That for maintenance to both ensure the WDEF fence-footer seal with the ground and vegetation clearance, the external ground is graded, and that common effective grader blades exceed 4m width
- That the avoidance of, a potentially catastrophic breach, of WDEF requires frequent ongoing vehicle patrols on the external boundary to inspect and repair damage, washouts, and animal digging; and that the additional height and width of WDEF requires greater clearance by vehicles.

Document No. >> (Insert Magiq Doc ID ###) Version No 4.7.20
Draft Authorised by >> Director: D Whyte

Initial Date of Adoption >> ####
Latest Version Adopted: ###
Next Review Date>> ####



Wild Dog Exclusion Fence Vegetation Clearance Policy

The added boundary vegetation clearance offered by 5m provides a more adequate fire line and reduced potential for claims for fire damage by landholders for fire originating from road corridors/stock routes.

The policy aids the loss of biodiversity, both by supporting WDEF, and by legitimising a moderate 2m extension, on Council's behalf, to the allowable 3m vegetation clearance, such that Council has an added interest in ensuring that clearance is not exceeded.

3. SCOPE

The policy is relevant to fencing landholders and officers associated with agriculture, wildlife, biosecurity, conservation, and transport. The policy is in accordance with the Balonne Shire Council Biosecurity Plan 2019 – 2024 Section 4.1 and relates solely to Wild Dog Exclusion Fences. Standard stock fences are outside the scope of the policy.

4. RESPONSIBILITY

Balonne Shire Council; Department of Natural Resources Mines and Energy; and Department of Transport and Main Roads

5. DEFINITIONS

- Balonne Shire Council BSC, Council
- Vegetation Codes Refer DNRME General Guide to the Vegetation Clearing Codes
- Wild Dog Exclusion Fence Primarily post and mesh fencing, commonly over 1.65m high with a 300mm external mesh foot at the base, designed to exclude high-priority invasive pest animals, such as wild dogs, pigs, and foxes from impacting on livestock, crops, or wildlife. Other feral animal exclusion fence designs with a height and/or width exceeding standard stock fences may qualify.

6. POLICY

1. Council will approve 5 metres clearance of vegetation external to Wild Dog Exclusion Fences in accordance with its Biosecurity Plan 2019-2024 Section 4.1 (as amended July 2020) and for access and patrol in accordance with the Planning Regulation 2017, Schedule 21 (Exempt Clearing work), Part 2 (Clearing for Particular Land), Section 5 (Land dedicated as a road under Land Act) "For land that is dedicated as a road under the Land Act, clearing vegetation –
 - (b) that is carried out by a local government -
 - (ii) in accordance with a biosecurity plan made by the local government under the Biosecurity Act 2014

And

 - (a) That is carried out by a local government, or by or for the chief executive (transport), if the clearing –
 - (i) is necessary to construct or maintain road transport infrastructure or to source construction material for roads
2. Landholders may be authorised to clear the 5 metres on behalf of Council in accordance with a WDEF Vegetation Clearance Application Procedure to include:
 - (a) that the landholder may be required to register as a contractor with Council and comply with contractor requirements; and

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Wild Dog Exclusion Fence Vegetation Clearance Policy

- (b) that clearing will relate only to vegetation categories A, B, R and X; and
- (c) that all cleared vegetation must be removed and disposed of on the landholder's property
- (d) that safe exit points and standard road silt management devices be provided; and
- (e) that for other vegetation categories or for additional vegetation clearance, or for clearance within a watercourse, landholders must seek State authorisation; and
- (f) that permission must be sought from the landowner for land not owned or managed by Council; and
- (g) that where the 5 metres has been exceeded without permission, at any time on land owned or managed by Council, the landholder may be subject to applicable fines or prosecution

7. LEGAL PARAMETERS

- Planning Regulation 2017
- Biosecurity Act 2014
- Local Government Act 2009
- Stock Route Management Act 2002
- Vegetation Management Act 1999
- Environmental Protection and Biodiversity Conservation Act 1999
- Nature Conservation Act 1992
- Natural Resources and Other Legislation Amendment Act 2019
- State Policy for Vegetation Management 2014 V4

8. ASSOCIATED DOCUMENTS

- Balonne Shire Council Biosecurity Plan 2019 – 2024
- DNRME General guide to the vegetation clearing codes

OFFICER REPORT

TO: Council

SUBJECT: MCU177 - Development Application for Material Change of Use - "Health Care Services" (Dental Clinic), "Caretaker's Accommodation" and Reconfiguring a Lot (creating an easement giving access to a lot from constructed road) Located at 112 - 114 Alfred Street and 116 Alfred Street, St George QLD 4487 (described as Lot 4 on SP276756 and Lot 5 on SP276756)

DATE: 07.07.20

AGENDA REF: ERS2

AUTHOR: Digby Whyte - Director Environment & Regulatory Services

Executive Summary

Council has received a properly made development application from Rough Family Investments C/- Brandon & Associates Pty Ltd, Geoff Broadbent (PATs Consulting) for MCU177 - Development Application for Material Change of Use - "Health Care Services" (Dental Clinic), "Caretaker's Accommodation" and Reconfiguring a Lot (creating an easement giving access to a lot from constructed road) Located at 112 - 114 Alfred Street and 116 Alfred Street, St George QLD 4487 (described as Lot 4 on SP276756 and Lot 5 on SP276756), properly described as Lot 4 on SP276756 and Lot 5 on SP276756.

The development application is subject to Impact assessment and must be assessed against the assessment benchmarks (to the extent relevant) provided by Section 45 of the *Planning Act 2016* and any matters prescribed by regulation. The *Development Assessment Rules* set out the procedural requirements that Council must follow in the development assessment process.

The application is generally consistent with the assessment benchmarks provided by the *Planning Act 2016* and any perceived conflict with the assessment benchmarks can be addressed by way of conditions of development approval and having regard to the relevant matters.

Background

Applicant:	Rough Family Investments C/- Brandon & Associates Pty Ltd, Geoff Broadbent (PATs Consulting)
Owner of Land:	Lot 4: Bennak Investments Pty Ltd Lot 5: Bennak Investments Pty Ltd
Land description:	Lot 4 on SP276756 and Lot 5 on SP276756
Lot area:	Lot 4: 1,615m ²

	Lot 5: 1,227m²
Zone/Precinct:	General Residential Zone
Overlay:	Nil
Proposal:	Material Change of Use - "Health Care Services" (Dental Clinic), "Caretaker's Accommodation" and Reconfiguring a Lot (creating an easement giving access to a lot from constructed road)
Proposal Assessment category:	Impact Assessment
Referral/Concurrency Agencies:	Department of Transport & Main Roads via the State Assessment and Referral Agency (SARA) (Concurrency Agency Referral)
Properly made date:	14 April 2020

PROPOSAL

The application seeks approval for a Material Change of Use - "Health Care Services" (Dental Clinic), "Caretaker's Accommodation" and Reconfiguring a Lot (creating an easement giving access to a lot from constructed road) MCU177 - Development Application for Material Change of Use - "Health Care Services" (Dental Clinic), "Caretaker's Accommodation" and Reconfiguring a Lot (creating an easement giving access to a lot from constructed road) Located at 112 - 114 Alfred Street and 116 Alfred Street, St George QLD 4487 (described as Lot 4 on SP276756 and Lot 5 on SP276756), properly described as Lot 4 on SP276756 and Lot 5 on SP276756.

The proposed development accommodates the relocation of the existing St George Family Dental practice into a new improved facility which will continue to provide dental services to the community of St George and the wider Balonne Shire Council region.

The application involves two components. The first component being a Material Change of Use to convert the existing dwelling located on Lot 5 into a dental clinic and caretaker's accommodation.

The proposed dental clinic will have gross floor area of 198.7m² and comprises of a waiting/reception area, three consult rooms, treatment rooms, staff and customer amenities (staff room, toilets), storage room and office. The proposed caretaker's accommodation will have a gross floor area of 40.6m² and comprises of one bedroom, kitchen/sitting area and bathroom.

As result of the development there will be no change to the existing building footprint or significant changes to the external appearance of the building. Changes to the external facade include filling in existing openings (i.e windows and doors) and a new entry door.

(Refer to Attachment 1: Proposal Plans – Floor Plan (SK07) and Elevations (SK08))

It is proposed the dental clinic will operate between the hours of 7:00am to 6:00pm, Monday to Friday and 8:00am to 1:00pm on Saturdays. It is intended that the clinic will employ up to nine personnel including practitioners, dental assistants and administration/reception staff.

The second component of the application is for a reconfiguring a lot to facilitate the establishment of an access easement (approx. 4.9 metres wide) over a portion of Lot 4 (portion of existing driveway for existing medical centre) for the purpose of providing access to Lot 5 (and associated on-site car parking area for the proposed dental clinic) with vehicular access to the local road network (Alfred Street).

(Refer to Figure 1 – Location of proposed access easement)

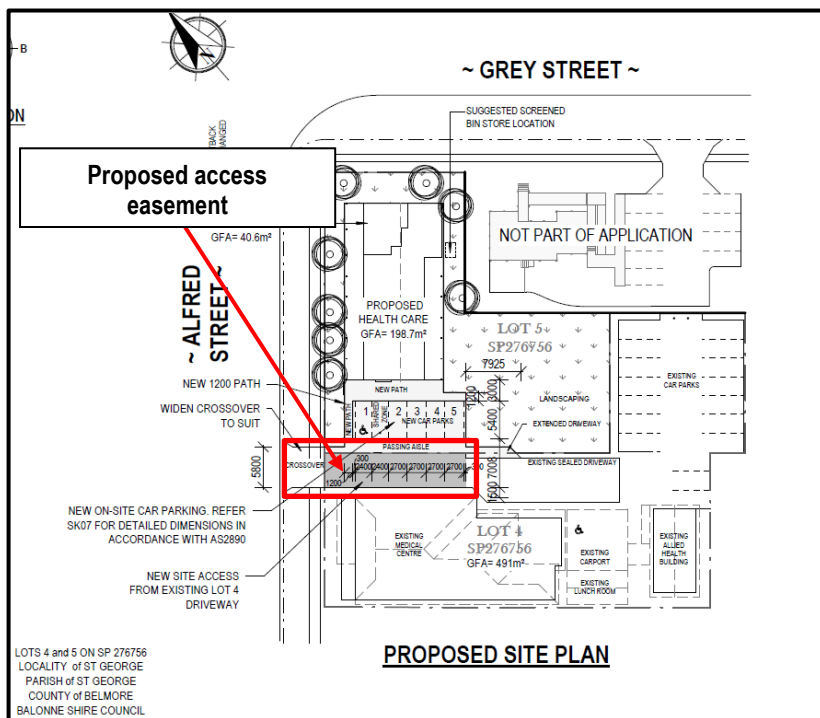


Figure 1: Location of proposed access easement

Source: Application materials

The development includes designated onsite car parking areas for 5 vehicles (including one car parking space for persons with disabilities). Access to the site and car parking area will be via the proposed access easement over Lot 4 from Alfred Street.

The proposed development will maintain connections to services including electricity, telecommunications supplies, Council's reticulated water and sewerage supply networks and stormwater infrastructure.

The proposed development also incorporates landscaping, internal pedestrian footpaths, persons with disabilities (PWD) access and screened refuse storage area.

Characteristics of the site:

The development site consists of two large irregular shaped land parcels and is zoned General Residential in the *Balonne Shire Planning Scheme 2019*. Lot 4 has site area of 1,615m² (99.5m² of which will be utilised for proposed access easement) and Lot 5 has a site area of 1,227m²

The subject site is a corner allotment located on the corner of Grey Street (state-controlled road) and Alfred Street and is located approximately 250 metres south-east of the central business district in the township of St George. Both parcels have existing vehicular access from Alfred Street.

The subject site adjoins residential land uses to the south and east (adjoining the rear of Lot 4) and a pathology service directly adjoins Lot 5 to the east (directly adjoining the rear of Lot 4 to the north). Across the road to the west is the St George State School and opposite Grey Street to the north is a mix commercial and residential uses.



Figure 2: Site Locality

Source: QLD Globe

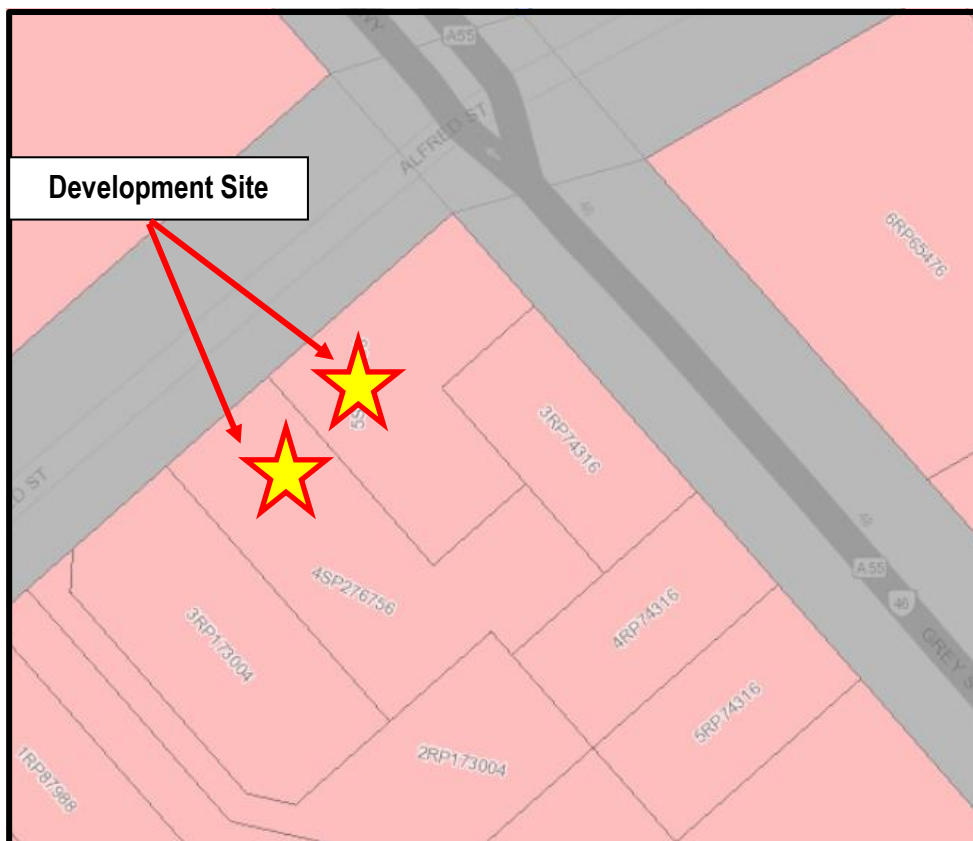


Figure 3: Zoning Map - General Residential Zone

Source: Balonne Shire Online Mapping

ASSESSMENT

The proposal constitutes a Material Change of Use (being the start of a new use of the premises) and Reconfiguring a Lot (creating an easement giving access to a lot from a constructed road) as defined in the *Planning Act 2016*.

The proposed uses are defined as “Health Care Services” and “Caretaker’s Accommodation” in the *Balonne Shire Planning Scheme 2019* (the Planning Scheme):

Health care services means:

Premises for medical, paramedical, alternative therapies and general health care and treatment of persons that involves no overnight accommodation.

Examples include: Dental clinics, medical centres, natural medicine practices, nursing services, physiotherapy clinic

Caretaker’s accommodation means:

A dwelling provided for a caretaker of a non-residential use on the same premises.

Reconfiguring a lot means:

(a) creating lots by subdividing another lot; or

(b) amalgamating 2 or more lots; or

(c) rearranging the boundaries of a lot by registering a plan of subdivision under the Land Act or Land Title Act; or

(d) dividing land into parts by agreement rendering different parts of a lot immediately available for separate disposition or separate occupation, other than by an agreement that is—

(i) a lease for a term, including renewal options, not exceeding 10 years; or

(ii) an agreement for the exclusive use of part of the common property for a community titles scheme under the Body Corporate and Community Management Act 1997; or

(e) creating an easement giving access to a lot from a constructed road.

Under 5.5.2 Table of Assessment General Residential Zone, Material Change of Use for “Caretaker’s Accommodation” and Table 5.6.1 a Reconfiguring a Lot is subject to code assessment. Under 5.5.2 Table of Assessment General Residential Zone, Material Change of Use for “Health Care Services” is subject to Impact Assessment.

Where multiple assessment levels apply to a development the highest level of assessment prevails. In this instance the whole development application is subject to Impact assessment.

The proposed use requires a development permit to be issued by Council prior to the commencement of use.

An Impact assessment is an assessment that must be carried out against the Assessment benchmarks prescribed by the *Planning Regulation 2017*, in this case being;

- the *Darling Downs Regional Plan*;
- the *State Planning Policy*; and
- the *Balonne Shire Planning Scheme*.

An Impact assessment must also have regard to any other relevant matter, other than a person’s personal circumstances, financial or otherwise, including any properly made submission about the application.

The Assessment Benchmarks applicable to the development assessment are:

- the Regional Plan (i.e. *Maranoa-Balonne Regional Plan* and *Darling Downs Regional Plan*);
- the *State Planning Policy*; and
- the *Balonne Shire Planning Scheme*.

After completing an assessment of the proposal against the Assessment Benchmarks, Council must make a decision about whether to approve or refuse this development application in accordance with Section 60 of the *Planning Act 2016*.

Assessment Benchmarks

Regional Plans

The *Maranoa Balonne Regional Plan 2009* is a statutory planning instrument intended to assist in managing change and shaping the prospects of rural communities in the Maranoa and Balonne regional council areas. The regional plan sets out desired regional outcomes, which identify aspirations for ecological sustainability for the region.

The *Darling Downs Regional Plan 2013* was adopted in October 2013, and covers the local government areas of Balonne, Goondiwindi, Maranoa, Southern Downs, Toowoomba and Western Downs.

The intent of the Darling Downs Regional Plan is to provide direction to resolve competing state interests relating to the agricultural and resources sectors, and to enable the growth potential of the region's towns. It seeks to maximise opportunities for co-existence of resources and agricultural land uses.

The *Balonne Shire Planning Scheme*, and specifically the strategic framework, appropriately advances the *Maranoa-Balonne Regional Plan 2009* and the *Darling Downs Regional Plan 2013* as they apply in the planning scheme area, and therefore an independent assessment of the proposal against these planning instruments is not required. Although this is the case, the regional planning outcomes sought to be achieved by these regional plans have been considered as part of the development assessment. The development proposal is consistent with both regional plans.

State Planning Policy

The development assessment must consider the State Planning Policies to the extent they have not been appropriately integrated within or are inconsistent with the Balonne Shire Planning Scheme. As the Balonne Shire Planning Scheme appropriately integrates all relevant aspects of the State Planning Policy a separate assessment of the application against this planning instrument is not required.

Balonne Shire Planning Scheme 2019

The relevant sections of the *Balonne Shire Planning Scheme 2019* are;

- Part 3 Strategic framework
- Part 4 Local government infrastructure plan
- Part 5 Tables of assessment
- Part 6 Zones
 - Part 6.2.2 General residential zone code

- Part 7 Development codes
 - Part 7.3.1 General development code
 - Part 7.4.2 Reconfiguring a lot code

Part 3 – Strategic framework

The Strategic framework sets the policy direction for the Planning Scheme and forms the basis for ensuring appropriate development occurs within the planning scheme area for the life of the planning scheme.

The Strategic framework is structured in the following way;

- (1) For the purpose of describing the policy direction for the planning scheme, the strategic framework is structured in the following way:
 - (a) the strategic intent – Encouraging Prosperity in the Shire
 - (b) the following themes that collectively represent the policy intent of the scheme:
 - (i) Encouraging economic growth
 - (ii) Supporting rural and small-town living
 - (iii) Avoiding impacts of natural and other hazards
 - (iv) Safeguarding our environment and heritage
 - (v) Providing appropriate infrastructure
 - (c) the strategic outcome(s) proposed for development in the planning scheme area for each theme
 - (d) the element(s) that refine and further describe the strategic outcome(s)
 - (e) the specific outcomes sought for each, or a number of elements
 - (f) the land-use strategies for achieving these outcomes.
- (2) Although each theme has its own section, the strategic framework in its entirety represents the policy intent for the planning scheme.

An assessment of the proposed development against the strategic themes of the Balonne Shire Planning Scheme is provided in the table below;

Theme	Response
Encouraging economic growth	<p>The proposed development is a continuance of an existing specialised use in the township of St George.</p> <p>The new facility will provide for improved modern medical service in close proximity to the CBD and will form part of small medical precinct in the immediate area.</p>
Supporting rural and small-town living	The proposed development will support rural and small-town living providing dental services to the St George community and the wider Balonne Shire Council region.
Avoiding impacts of natural and other hazards	The subject site is not located in a natural or other hazards area.

Safeguarding our environment and heritage	The proposed development will not have impact on the environment and will solely contained within the properties boundaries and therefore causing impacts to heritage places in the near vicinity.
Providing appropriate infrastructure	The proposed development will be connected to electricity supply, Council's reticulated water and sewerage supply's and stormwater infrastructure and has direct access to Alfred Street a sealed local road network.

Part 4 - Local Government Infrastructure Plan

The Balonne Shire Council does not have a Local Government Infrastructure Plan for infrastructure charging.

Part 5 - Tables of assessment

The Tables of Assessment identify the category of development, the category of assessment and the assessment benchmarks for assessable development in the planning scheme area.

Part 6 - Zones

Zones organise the planning scheme area in a way that facilitates the location of preferred or acceptable land uses. The subject site is located in the General Residential Zone.

Part 6.2.2 General Residential Zone Code

The purpose of this code is to:

Provide for the urban development for the towns of St George and Dirranbandi for a mix of uses which support the needs of the local rural community. The zone provisions aim to:

- (a) maintain the character and amenity of St George and Dirranbandi.*
- (b) provide for the continuation of existing infrastructure and community uses such as schools, halls and recreation facilities.*
- (c) allow for tourist uses where these can be successfully integrated into the character and fabric of the towns.*
- (d) ensure that development provides an appropriate level of infrastructure.*

The purpose of the code will be achieved through the following outcomes:

- (a) a range of uses including residential and small-scale commercial are supported in the zone where there will not impact on neighbouring uses.*
- (b) development is serviced with BSC infrastructure where BSC infrastructure exists.*
- (c) residential uses are protected from non-residential uses by buffering and design techniques that limit the impacts of the use.*
- (d) development is located in areas that are flood protected and where bushfire hazard risk is low.*
- (e) this zone supports predominantly dwelling houses on residential lots where lot size is consistent with the traditional character.*
- (f) residential dwelling choices are provided in the zone including dual occupancy, multiple dwelling, and retirement facilities. These are established in locations with appropriate access to infrastructure and facilities, where the design complements the existing urban character, and where the density of development is generally consistent with the density achieved through existing residential development in the zone.*

The code also seeks to ensure that development within the Limited Residential precinct:

- (a) where for an urban purpose, is limited to flood resilient dwelling houses (including associated outbuildings, and structures) and works associated with this use.*
- (b) where for non-urban purpose, is of a low intensity and scale and is reflective and responsive to the flooding constraints of the land.*
- (c) does not create any new lots and, amalgamations of existing lots is encouraged to facilitate non-urban use.*

The code also seeks to ensure that development within the Resilient Residential precinct:

- (a) maintains a focus on flood resilience notwithstanding the protective function of the St George levee by ensuring land use within the Precinct does not place additional vulnerable persons at risk and built form reflects the previous flood-prone nature of the land.*

The proposed development complies with the Purpose and Outcomes of the General Residential Zone Code because;

- The proposed development maintains the character and amenity of township of St George;
- The proposed development is a continuance of an existing specialised use/business in the township of St George and will provide for a more improved modern medical service in close proximity to the CBD and is consistent with surrounding uses in the area will form part of small medical precinct in the immediate area ensuring not impact on neighbouring uses;
- The proposed development will maintain connections to services including electricity, telecommunications supplies, Council's reticulated water and sewerage supply networks and stormwater infrastructure;
- The development site has direct access to Alfred Street a sealed local road network; and
- The development site is not located in flood or bushfire hazard areas.

The Code's relevant Performance Criteria are shown below, in order to more easily view structured and detailed consideration of relevant issues—

Performance outcomes	Response
For assessable development	
PO1 Development is consistent with the existing built form in terms of size, design, siting and physical characteristics. The appearance and siting of buildings, other structures, car parking areas or signage is compatible with the local streetscape character, the style and design of nearby buildings, and is respectful and sympathetic to any heritage place identified in the SPP mapping – Environment, Cultural heritage .	Complies The proposed development involves the conversion of existing dwelling into a dental clinic and caretaker's residence. As result of the development there will be no significant change to the existing external appearance or siting of building and no increase in building footprint. Although the development site is zoned General Residential the development site does not lend itself to residential purposes as Lot 4 is currently occupied by a medical centre and also adjoins a pathology service.

	<p>The proposed development is compatible with the local streetscape, character, style and design of nearby buildings and car parking areas as the proposed dental clinic will form part of small medical precinct in the immediate area.</p>
<p>PO2 Development with frontage to a highway must have safe access points that do not adversely impact on the safety and efficiency of the State-controlled road.</p>	<p>Complies</p> <p>The proposed development does not propose direct access to Grey Street (state-controlled road). Access to the development will be from Alfred Street via the proposed access easement located on Lot 4.</p>
<p>PO3 Development adjacent to the highway corridor is setback from the corridor to avoid adverse impacts to the operation of the State-controlled road corridor.</p>	<p>Complies</p> <p>The proposed development will be solely contained within the development site boundaries and does not propose any direct access to the Grey Street, therefore there will be no adverse impacts on the operation of the state-controlled road corridor.</p>
<p>PO4 All uses are located, designed, orientated and constructed to minimise the impacts from the noise, vibration and dust emissions from the State-controlled road.</p>	<p>Complies</p> <p>The proposed development has been located, designed, orientated and will be constructed in a way to minimise impacts from the noise, vibration and dust emissions from Grey Street.</p>
<p>PO5 Commercial uses that support and service the residential areas are centrally located where they can be conveniently and safely accessed without having an adverse impact on residential amenity including privacy, safety, noise, odour and fumes, lighting and traffic generation.</p>	<p>Complies</p> <p>The proposed development will provide for a new and improved modern facility that will support and service the residential population that will be in close proximity to the CBD. It will provide dental services to the residents of St George and the wider community.</p> <p>The proposed development is unlikely to cause a significant adverse impacts to the residential amenity as;</p> <ul style="list-style-type: none"> • The increase in traffic generation is likely to be inconsequential in context to the overall vicinity of the area being adjacent to a state-controlled, opposite a school and adjoining other medical services; • the proposed development will be located within a small medical precinct with other medical services; • The majority of the activities will be carried out indoors and operating during normal business hours;

	<ul style="list-style-type: none">• There is no significant change to the existing appearance of existing building which is proposed to be converted and therefore no effect of privacy; and• Unlikely to cause any significant excess noise, odour or fumes given the nature of the proposed development.
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For the Limited Resilient Precinct and the Resilient Residential Precinct Residential Development (Dwelling Houses and Dual Occupancy)	
Height	
PO6 Sensitive land uses are not established within or adjacent to industrial uses.	Not applicable. The development site is not located in the Limited Resilient Precinct or Resilient Residential Precinct.
Site Coverage and Setbacks	
PO7 (a) Residential building design and siting maintains the character of the locality in terms of building bulk. (b) Residential buildings are located to ensure the local amenity and streetscape are protected and enhanced.	Not applicable. The development site is not located in the Limited Resilient Precinct or Resilient Residential Precinct.
Residential Amenity for Dual Occupancies	
PO8 The location and design of dual occupancies provides for adequate privacy, sunlight, ventilation and open space.	Not applicable. The development site is not located in the Limited Resilient Precinct or Resilient Residential Precinct.
Landscaping for Dual Occupancies	
PO9 Landscaping on the site should be: (a) visually pleasing and create an attractive environment. (b) located to take account of the direction of the breezes and sun. (c) located to give privacy and buffering from any potential incompatible uses. (d) located to avoid interference with electricity lines and infrastructure. (e) constructed so as not to block visibility at intersections on the state-controlled road.	Not applicable. The development site is not located in the Limited Resilient Precinct or Resilient Residential Precinct.
For the Resilient Residential Precinct	
Community Infrastructure	
PO10 Development for new community infrastructure (including that defined as Sensitive Land Uses and Community Orientated Uses under this planning scheme) is not undertaken in the Precinct, and expansion of existing community infrastructure does not increase risk to life or property.	Not applicable. The development site is not located in the Resilient Residential Precinct.
For the Limited Resilient Precinct only	
Land Use	
PO11 Development for urban purposes (including increases in scale and intensity of existing urban	Not applicable. The development site is not located in the Limited Resilient Precinct.

uses) is avoided and non-urban development is compatible with the flood hazard.	
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Part 7.3.1 General development code

The purpose of the General development code is to ensure that development in the Shire is located, designed and managed in a safe and efficient manner.

The purpose of the code will be achieved through the following overall outcomes:

- (a) Development is located to protect and enhance matters of national, state and local environmental significance, landscape values and ecological connectivity.*
- (b) Development has a safe and efficient site layout.*
- (c) Development does not detract from the Shire's unique building design, is complementary to the scale of neighbouring uses, and contributes to the character of the street and the locality.*
- (d) Development on local heritage places:*
 - i. does not result in the demolition or removal of a local heritage place, unless there is no practical reason and feasible alternative.*
 - ii. conserves the physical features, fabric and contents that contribute to the cultural heritage significance of the local heritage place.*
 - iii. safeguards archaeology and archaeological potential, and ensures they are appropriately investigated and artefacts appropriately managed.*
- (e) An appropriate level of servicing and infrastructure is provided to new development and is connected to BSC's infrastructure where available.*
- (f) The site layout protects adjoining amenity, allows access around the building, allows sufficient areas for parking and manoeuvring on the site and safe and efficient access and egress.*
- (g) Assets of the BSC are protected.*
- (h) Any planned earthworks ensure that existing drainage regimes are maintained.*
- (i) Development does not conflict with the ongoing efficient and safe use of the stock route network by travelling stock.*
- (j) Development does not inhibit the safe and efficient operation of pipelines.*

The proposed development complies with the Purpose and Outcomes of the General Development Code because;

- The proposed development is located in an established urban area and will not impact on matters of national, state and local environmental significance, landscape values and ecological connectivity;
- The proposed development does not involve the demolition or removal of a local heritage place;
- The proposed development will not detract from the shire's unique building design and will be complementary to the scale of neighbouring uses and complement the existing character and streetscape of the immediate area;
- The proposed development will be connected to electricity supply and Council's infrastructure including reticulated water and sewerage and has direct access to the road network;

- The proposed development will provide sufficient car parking areas has been set out and designed in accordance with Australian design standards providing sufficient manoeuvring onsite to allow for safe and efficient access and egress;
- The development site does not adjoin a stock route network; and
- The development site is not located in close to proximity of any pipeline operations.

The Code's relevant Performance Criteria are shown below, in order to more easily view structured and detailed consideration of relevant issues—

Performance outcomes	Response
Site Layout	
PO1 The size and bulk of new buildings associated with development maintains and enhances the intended local character of the zone by avoiding over-development of the site, and allowing for development at a consistent scale, siting and intensity to nearby development.	Complies The combined site coverage of building comprising the development is 29% (site cover of Lot 5 only), which is considerably less than the maximum site cover of 85% which is permitted within the General Residential Zone.
PO2 Landscaping is provided to enhance the visual appeal of the development and soften the appearance of the built form. The majority of landscaping is to be undertaken on the principal street frontage of the development.	Complies The proposed development incorporates landscaping. If the application is to be approved by Council conditions of development approval will require a minimum of 10% of the total development area to be landscaping with a majority of the landscaping to be undertaken along Grey and Alfred Streets road frontages.
Building Design	
PO3 New development maintains the low-rise scale and character of the Shire.	Complies The proposed development will maintain existing building height of 4.7 metres.
PO4 New buildings or structures present a traditional façade to the street.	Complies The proposed development involves the conversion of an existing dwelling into a health care services for a dental clinic. The proposed development does not involve any significant change to the exterior appearance of façade of building.
PO5 Development is generally in accordance with existing setbacks within the locality.	Complies The proposed development involves converting the interior of the existing dwelling into a health care services for a dental clinic and will not alter the existing building setbacks of the existing building which is consistent with building setbacks in the surrounding area.
PO9 Other than where located in the Rural zone, buildings and structures for ancillary uses and	Not applicable. The proposed development does not involve any ancillary buildings or structures.

activities such as sheds are subordinate in use and size to the primary use of the premises.	
Ancillary Uses	
PO10 The proposed development accommodates sufficient car parking on site.	Complies The development includes designated onsite car parking areas providing five (5) spaces for vehicles, including one car parking space for persons with disabilities. Note: Consulting engineers on behalf of the applicant have confirm the car parking areas have been designed in accordance Australian Standard (AS) 2890.1, Parking Facilities.
PO11 The proposed driveway is clear of all impediments.	Complies The proposed development involves the creation of access easement over the front portion of the existing concrete driveway on Lot 4. The purpose of the access easement will provide access to proposed car parking area for the proposed dental clinic on Lot 5.
PO12 The location of driveways does not create a danger to the safety and efficiency of existing intersections.	Complies The development site is located a significant distance from nearby intersection which will not impact or create any danger to the safety and efficiency to the existing intersections. If the application is to be approved by Council, conditions of development approval will require the existing crossover on Lot 4 to be widen and designed to safely accommodate types of vehicles generated by the proposed use in accordance with BSC standards.
PO13 Access to, from and within the site: <ul style="list-style-type: none"> • is adequate for the type and volume of traffic generated by the use. • does not adversely impact on the traffic network external to the site. • caters for safe pedestrian access. • provides for disabled access. 	Complies If the application is to be approved by Council, conditions of development approval will require the existing crossover on Lot 4 to be widen and designed to adequately accommodate the types and volumes of traffic generated by the proposed use the site in accordance with BSC standards. With the addition of a widen crossover there is reasonable expectation that pedestrians will be made aware of the potential for entering and exiting traffic.
Infrastructure and Services	
PO14 The development is supplied with an appropriate level of infrastructure to support the intended use.	Complies The proposed development will be connected to telecommunications and electricity supplies.

<p>PO15</p> <p>All development has an adequate supply of potable water and can provide for appropriate treatment and disposal of effluent and other waste water.</p> <p>Note: If the development is not connected to a reticulated water supply network, there is no guarantee of reliability or availability of water from watercourses, overland flow or underground water for new non-stock and domestic development across the Balonne Shire. This is because access to water is subject to the limitations and appropriate authorisation under the <i>Water Act 2000</i>.</p>	<p>Complies</p> <p>The proposed development will be connected to Council's water and sewerage supply networks.</p>
<p>PO16</p> <p>Stormwater is collected and discharged to ensure no impacts on adjoining land owners, BSC or State infrastructure while also ensuring environmental values of waters in the Shire are maintained.</p>	<p>Complies</p> <p>There will be no change to the way stormwater is collected and discharged from the existing building.</p> <p>A conceptual stormwater management plan submitted with the application materials details stormwater runoff from sealed car parking area and sealed areas will be directed and discharged to Alfred Street via an field inlet pit.</p>
<p>PO17</p> <p>Wastewater discharge to a waterway is avoided or managed in a way that maintains ecological processes, riparian vegetation, waterway integrity, and downstream ecosystem health.</p>	<p>Complies</p> <p>Wastewater will be discharged to Council's sewerage supply network.</p>
BSC assets	
<p>PO18</p> <p>Structures and buildings do not adversely impact on BSC infrastructure.</p>	<p>Complies</p> <p>The proposed development involves converting the interior of the existing dwelling into a health care services for a dental clinic and will not alter the structure of the existing building therefore there will be no impact on the Council's infrastructure.</p>
Electricity infrastructure	
<p>PO29</p> <p>Development is separated from major electricity infrastructure or substations and incorporates buffers to maintain public health and safety, residential amenity and allow access to infrastructure for maintenance.</p>	<p>Complies</p> <p>The subject site is not located near major electricity infrastructure or substations.</p>
Local heritage places	
<p>PO30</p> <p>Development contributes to the retention of a local heritage place, facilitates their adaptive reuse, but does not result in a change that is incompatible with conserving the cultural heritage significance of the place.</p>	<p>Complies</p> <p>The subject site is not located near a local heritage place.</p>

Aviation facilities	
PO32 Development does not interfere with the function of air service facilities SPP mapping – Infrastructure – Strategic Airport and Aviation Facilities .	Complies The proposed development will not interfere with the function of the St George airport.

7.4.2 Reconfiguring a lot code

This code applies to assessing reconfiguring lot applications when identified in the tables of assessment.

The purpose of the reconfiguring a lot code is to:

- (a) *Facilitate the creation of lots to a size and dimension of that allows the zones to achieve the intended use.*
- (b) *Reconfiguring lots ensures that future lots are resilient from the impacts of flood and bushfire.*
- (c) *Reconfiguring lots does not adversely impact on the cultural heritage or biodiversity values (including MSES) of an area or water quality.*
- (d) *Reconfiguring lots does not adversely impact on the Shire's economy.*
- (e) *Ensure that the stock route network is maintained and protected from inappropriate development.*

The purpose of the code will be achieved through the following overall outcomes:

- (a) *Reconfiguration of lots creates safe, functional and suitable lots that are consistent with the existing zone intent.*
- (b) *Reconfiguration of lots ensures that development can provide adequate access and services for all new lots.*
- (c) *Reconfiguration of lots does not lead to a loss of biodiversity and ecological connectivity.*
- (d) *Reconfiguration of lots ensures the environmental values and quality of Queensland waters are protected and enhanced.*
- (e) *Development does not conflict with the ongoing efficient and safe use of the stock route network by travelling stock.*
- (f) *Development does not inhibit the safe and efficient operation of pipelines.*

The proposed development for a reconfiguring a lot involving the creation of easement providing access to a constructed road (Alfred Street) complies with the Purpose ((a) to (e)) and Outcomes ((a) to (f)) of the Reconfiguring a Lot Code.

The Code's relevant Performance Criteria are shown below, in order to more easily view structured and detailed consideration of relevant issues—

Performance outcomes	Response
PO1 The land is physically suitable for the anticipated future land use in terms flooding hazard, bushfire hazard and practical access.	Complies The proposed development involves the creation of an easement providing access to a local road network (Alfred Street). The development has flood and bushfire free access.

PO2 The proposed lots have a legal point of access from local or state controlled road networks.	Complies The proposed development involves the creation of an easement providing access to a local road network (Alfred Street).
PO3 The proposed lots are of a size and dimension to meet the outcomes for development in the zones in respect of: <ul style="list-style-type: none"> • preserving land for agriculture and animal production in the Rural zone. • achieving a safe and pleasant residential environment. • consistent with the nature and layout of existing subdivision patterns. • providing a variety of lot sizes for residential living, industry and commerce. 	Complies The proposed development for a reconfiguring Lot involves the creation of an easement providing to Lot 5 proposed car parking from the local road network (Alfred Street). There will be no change to existing lot parcels land areas.
Site Layout	
PO4 Stormwater is controlled to minimise the environmental impacts of runoff from the development on the water quality of surface and ground water.	Complies The proposed development will incorporate appropriately designed stormwater management system that will ensure no environmental impacts on the water quality of surface and ground water.
PO5 The impacts of development on matters of state environmental significance (identified in SPP mapping – Environment and Heritage – Biodiversity) are avoided or if avoidance is not possible, minimised.	Not applicable. The development site does not contain any matters of state environmental significance.
PO6 The proposed lots will not lead to diminished productivity of rural land.	Not applicable. The development site is not located in the rural zone.
PO7 A potable water supply and adequate sewerage services are available to each lot in a development that will be used for residential, commercial or industrial purposes.	Complies The premises is connected to the reticulated water supply and sewerage services.
Flood	
PO8 Development located within areas containing a flood hazard responds to flooding potential and maintains personal safety at all times with regards to siting and layout.	Not applicable. The development site is not located within a flood hazard area.
Bushfire	

<p>PO9.1</p> <p>Where reconfiguration is undertaken in an urban area or is for urban purposes or smaller scale purposes, a separation distance from hazardous vegetation is established provided to achieve a radiant heat flux level of 29kW/m² at the edge of the proposed lot(s).</p>	<p>Not applicable. The development site is not located within a bushfire prone area.</p>
<p>PO9.2</p> <p>Where reconfiguration is undertaken for other purposes, a building envelope of reasonable dimensions is provided on each lot which achieves radiant heat flux level of 29kW/m² at any point.</p>	
<p>PO10</p> <p>Where reconfiguration is undertaken in an urban area or is for urban purposes, a constructed perimeter road with reticulated water supply is established between the lots and the hazardous vegetation and is readily accessible at all times for urban fire fighting vehicles.</p> <p>The access is available for both firefighting and maintenance/defensive works.</p>	
<p>PO11</p> <p>The access is available for both firefighting and maintenance/hazard reduction works.</p>	
<p>PO12</p> <p>Where reconfiguration is undertaken for other purposes, a formed, all weather fire trail is provided between the hazardous vegetation and either the lot boundary or building envelope, and is readily accessible at all times for the type of fire fighting vehicles servicing the area.</p> <p>However, a fire trail will not be required where it would not serve a practical fire management purpose.</p>	
<p>PO13</p> <p>The development design responds to the potential threat of bushfire and establishes clear evacuation routes which demonstrate an acceptable or tolerable risk to people.</p>	
<p>PO14</p> <p>Critical infrastructure does not increase the potential bushfire hazard.</p>	
<p>Local heritage places</p>	

PO15 Development maintains an intact context and setting that is compatible with the cultural heritage significance of the place.	Complies The proposed development involving the creation of an access easement will maintain an intact context and setting that is compatible with the cultural heritage significance of the place.
Stock Route Network	
PO16 The stock route network identified in SPP mapping – Economic Growth – Agriculture – Stock Route is protected from encroachment by incompatible land uses and allows safe passage of stock traversing the stock route. Development does not adversely impact other stock route values including recreational, environmental and heritage.	Not applicable. The development site does not adjoin a stock route network.
Petroleum Pipelines	
PO17 The integrity of pipelines carrying petroleum is maintained.	Not applicable. The development site is not located in close proximity to a petroleum pipeline.

Referral Agencies

The application was referred to the Department of Transport and Main Roads as a Concurrency Agency (via the State Assessment and Referral Agency (SARA)), under Schedule 10, Part 9, Division 4, Subdivision 2, Table 3, and under Schedule 10, Part 9, Division 4, Subdivision 2, Table 4 of the *Planning Regulation 2017*.

SARA have issued a referral agency response with no conditions.

Public Notification and Submissions

Public notification about the application was carried out in accordance with Part 4 of the *Development Assessment Rules* and for a period of 15 business days between 11 June 2020 and 2 July 2020. There were no properly made submissions received during this period.

Link to Corporate Plan

Key Foundation Area	Key Program Area
Infrastructure and Planning	Sustainable planning and development

Consultation (internal/external)

External referrals

Department of Transport and Main Roads via the State Assessment & Referral Agency – Concurrence Agency

Internal referrals

Director Infrastructure Services - Andrew Boardman

Planning and Development Officer - Fiona Macleod

Legal Implications

The *Planning Act 2016* and Council's planning scheme apply.

Risk Implications

Community Service - Inability to achieve Council's vision and mission to deliver community services and meet current and future needs.

Policy Implications

Council's planning policies apply.

Financial and Resource Implications

Nil. Recommended conditions of approval must be completed at no cost to Council.

Options or Alternatives

"Click here and start typing"

Attachments

1. Attachment 1 - Proposal Plans.pdf [↓](#)
2. Attachment 2 - SARA Concurrence Response.PDF [↓](#)

Recommendation/s

That:

- a) Council receives this report.
- b) Council approves the development application for MCU177 - Development Application for Material Change of Use - "Health Care Services" (Dental Clinic), "Caretaker's Accommodation" and Reconfiguring a Lot (creating an easement giving access to a lot from constructed road) Located at 112 - 114 Alfred Street and 116 Alfred Street, St George QLD 4487 (described as Lot 4 on SP276756 and Lot 5 on SP276756), properly described as Lot 4 on SP276756 and Lot 5 on SP276756, subject to the permit conditions listed below.

Preamble

- i. The relevant planning scheme for this development is *Balonne Shire Planning Scheme 2019*. All references to the 'Planning Scheme' and 'Planning Scheme Schedules' within these conditions refer to the above Planning Scheme.
- ii. Under the *Balonne Shire Planning Scheme 2019*:

Health care services means:

Premises for medical, paramedical, alternative therapies and general health care and treatment of persons that involves no overnight accommodation.

Examples include: Dental clinics, medical centres, natural medicine practices, nursing services, physiotherapy clinic

Caretaker's accommodation means:

A dwelling provided for a caretaker of a non-residential use on the same premises.

- iii. The *Environmental Protection Act 1994* states that a person must not carry out any activity that causes, or is likely to cause, environmental harm unless the person takes all reasonable and practicable measures to prevent or minimise the harm. Environmental harm includes environmental nuisance. In this regard, persons and entities involved in the operation of the approved development are to adhere to their 'general environmental duty' to minimise the risk of causing environmental harm to adjoining premises.
- iv. All Aboriginal Cultural Heritage in Queensland is protected under the *Aboriginal Cultural Heritage Act 2003* and penalty provisions apply for any unauthorised harm. Under the legislation a person carrying out an activity must take all reasonable and practicable measures to ensure the activity does not harm Aboriginal Cultural Heritage. This applies whether or not such places are recorded in an official register and whether or not they are located in, on or under private land. The developer is responsible for implementing reasonable and practical measures to ensure the Cultural Heritage Duty of Care Guidelines are met and for obtaining any clearances required from the responsible entity.
- v. It is the responsibility of the developer to obtain all necessary permits and submit all necessary plans and policies to the relevant authorities for the approved use.
- vi. An Operational works application will be required to be submitted to and approved by Council for:
 - a) Operational works that is excavation and/or filling where there would be a change 1m or more in the level of any part of the land or where any drainage path is affected; or
 - b) Operational works for urban purposes that involve disturbing more than 2,500m² of land.
- i. This approval lapses if a plan for the reconfiguration is not given to the Council within four (4) years of the approval taking effect.

The plan for the reconfiguration must be duly signed by the registered proprietor of the land and the surveyor, and submitted to Council for approval in a form acceptable to Council within the relevant period.

Unless otherwise stated all conditions shall be completed prior to the Council endorsing the relevant plan of survey.

- vii. In completing an assessment of the proposed development, Council has relied on the information submitted in support of the development application as true and correct. Any change to the approved plans and documents may require a new or changed development approval. It is recommended to contact Council for advice in the event of any potential change in circumstances.

CONDITIONS APPLICABLE TO THE HEALTH CARE SERVICES (DENTAL CLINIC), CARETAKER'S ACCOMMODATION AND RECONFIGURING A LOT

Use

- 1. The approved development is a Material Change of Use - "Health Care Services" (Dental Clinic), "Caretaker's Accommodation" and Reconfiguring a Lot (creating an easement giving access to a lot from constructed road) as defined in the Planning Scheme, *Planning Act 2016* and as shown on the approved plans.

2. The approved development is to be carried out generally in accordance with the following approved plans/documents and subject to approval conditions. Where there is any conflict between the approval conditions and the details shown on the approved plans, the approval conditions prevail.

Plan/Document Number	Plan/Document Name	Date
SK01 Number 01 of 08 Issue P5	Locality Map	24/03/20
SK02 Number 02 of 08 Issue P5	Existing Site Plan	24/03/20
SK03 Number 03 of 08 Issue P6	Proposed Site Plan	26/05/20
SK04 Number 04 of 08 Issue P5	Existing and Proposed Lot Boundaries	24/03/20
SK05 Number 05 of 08 Issue P6	Concept SWMP and SWEPT Paths	26/05/20
SK06 Number 06 of 08 Issue P5	Existing Floor Plan	24/03/20
SK07 Number 07 of 08 Issue P5	Proposed Floor Plan	24/03/20
SK08 Number 08 of 08 Issue P5	Existing and Proposed Elevations	24/03/20
Job No. 202087 Issue A	Infrastructure Connection Report	24/03/2020

Stormwater Drainage

3. Stormwater drainage is to be provided in accordance with:
- Conceptual Stormwater Management Plan, Approved Plan SK05 Issue P6, dated 26/05/20, Prepared by Brandon and Associates
 - Queensland urban drainage manual, 3rd Edition, Queensland Department of Energy and Water Supply, 2013;
 - Pilgrim, DH, (ed)., Australian Rainfall & Runoff – A Guide to Flood Estimation, Institution of Engineers, Australia, Barton, ACT, 1987; and
 - Class 1 and Class 10 buildings – National Construction Code, Volume 2.

Earthworks and Construction

4. During construction, erosion controls and silt collection measures are to be put in place to protect environmental values and mitigate potential impacts to adjoining properties and roadway/s.

Applicable Standards

5. All works must comply with:
- the development approval conditions;
 - any relevant provisions in the Planning Scheme;
 - Balonne Shire Council Private Property Entrance Policy 2010;
 - any relevant Australian and Austroads Standards and the National Construction Code that applies to that type of work; and
 - any alternative specifications that Council has agreed to in writing and which the developer must ensure do not conflict with any requirements imposed by any applicable laws and standards.

Development works

6. During the course of constructing the works, the developer shall ensure that all works are carried out by appropriately qualified persons and the developer and the persons carrying out and supervising the work shall be responsible for all aspects of the works, including public and worker safety, and shall ensure adequate barricades, signage and other warning devices are in place at all times.
7. The developer is responsible for locating and protecting any Council and public utility services, infrastructure and assets that may be impacted on during construction of the development. Any damage to existing infrastructure (kerb, road pavement, existing underground assets, etc.) that is attributable to the progress of works on the site or vehicles associated with the development of the site shall be immediately rectified in accordance with the asset owners' requirements and specifications and to the satisfaction of the asset owners' representative(s).

Compliance inspection

8. All conditions relating to the establishment of the approved development must be fulfilled prior to the approved use commencing, unless otherwise noted in these conditions.
9. Prior to the commencement of the use, the applicant shall contact Council to arrange a development compliance inspection.

No Cost to Council

10. The developer is responsible for meeting all costs associated with the approved development unless there is specific agreement by other parties, including the Council, to meeting those costs. This includes the costs of any services and infrastructure required in connection with the establishment of the development.

Latest versions

11. Where another condition refers to a specific published standard, manual or guideline, including specifications, drawings, provisions and criteria within those documents, that condition shall be deemed as referring to the latest versions of those publications that are publicly available at the commencement of the development works, unless a regulation or law requires otherwise.

Application Documentation

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

CONDITIONS APPLICABLE TO THE HEALTH CARE SERVICES (DENTAL CLINIC), CARETAKER'S ACCOMMODATION

Waste Management

13. All waste generated from construction of the premises must be effectively controlled on-site before disposal. All waste must be disposed of in accordance with the *Environmental Protection (Waste Management) Regulation 2000*.
14. Adequate refuse storage areas and facilities must be provided on the site to service the approved development. Refuse storage facilities are to be screened from view at the street frontage and from adjoining properties.
15. All waste generated on-site must be managed in accordance with the waste management hierarchy as detailed in the *Waste Reduction & Recycling Act 2011*.

Avoiding Nuisance

16. No nuisance is to be caused to adjoining properties and occupiers by the way of noise smoke, dust, rubbish, contaminant, stormwater discharge or siltation at any time during or after the establishment of the approved development.
17. Dust emanating as result of activities carried out onsite must be continually monitored and suppressed in order to prevent any dust drifting onto road networks and nearby properties and sensitive land uses.
18. All lighting shall be directed or shielded so as to ensure that no glare directly affects nearby properties.
19. The area and its surrounds shall be kept in an orderly fashion, free of rubbish and clear of weeds and long grasses. The approved development and the premises are to be maintained in a clean and tidy condition and not to pose any health and safety risks to the community.
20. Unless otherwise approved in writing by the Council, approved hours of construction are restricted to Monday – Saturday 6.30am to 6.30pm – noise permitted. Work or business which causes audible noise must not be conducted from or on the subject land outside the above times or on Sundays or Public Holidays.
21. Noise emissions from the development shall not cause environmental harm of nuisance to adjoining properties or “Sensitive Land Uses” in accordance with the *Environmental Protection (Noise) Policy 2008*.
22. Air emissions from the development shall not cause environmental harm of nuisance to adjoining properties or “Sensitive Land Uses” in accordance with the *Environmental Protection (Air) Policy 2008*.

Provision of Services

23. The development must be connected to Council’s reticulated water supply network in accordance with the applicable standards and policies.
24. The development must be connected to Council’s reticulated sewerage supply network the applicable standards and policies.
25. The development must be connected to an electricity reticulation service in accordance with the relevant service provider’s requirements and specifications along with relevant building standards, requirements and specifications (as relevant).

26. If the premises is connected to a telecommunications service, then such works shall be undertaken in accordance with the relevant service provider's requirements and specifications along with relevant building standards, requirements and specifications (as relevant).

Access, Car Parking and Manoeuvring

27. The developer shall be responsible for construction and maintenance of vehicle crossovers from the road carriageway to the property boundary and for obtaining any approvals that may be required, and for complying with the applicable designs and standards. Should any damage be caused at the approved access location, it is the landowner's responsibility to ensure this is reinstated. Any repair works are to be undertaken in consultation with Council and at the landowner's expense.
28. The existing vehicle access on Lot 4 from Alfred Street is to be upgraded to a minimum width of 5.8 metres as shown on approved plan SK03 Issue P6 – '*Proposed Site Plan*', dated 26/05/20. The crossover is to be designed generally in accordance with *Balonne Shire Council's Private property Entrance Policy* dated 15 January 2010 ensuring no damage to the kerb and channel and roadway.
29. The existing crossover located on Lot 4 from Alfred Street is to be replaced with Kerb and Channel. The Kerb and Channel must match the existing profile along Alfred Street.

Note: A Council Property and Infrastructure Application will be required for any works undertaken within Council's road reserve.

30. Vehicle crossovers must be located a minimum distance of one metre from any power poles, street signage, street lights, manholes, stormwater gully pits or other Council assets, unless otherwise specified in the applicable development standards and specifications.
31. A minimum of four (4) car parking spaces, including one (1) car parking space for persons with disabilities, are to be provided within the development site area for the exclusive use of the approved "Health Care Services" (Dental Clinic) generally in accordance with the approved development plans. Car parking areas must be clearly delineated and/or signposted.
32. A minimum of one (1) car parking space is to be provided within the development site area for the exclusive use of the resident caretaker. This car park must be clearly marked/signed to distinguish it from health care services parking.
33. Car parking areas are to be designed in accordance with:
- a) AS2890.1 – Parking Facilities
 - b) Austroads AP-34/95 - Design Vehicles and Turning Path Templates
 - c) The Access to Premises Standard' (Vol 1 of the National Construction Code).
 - d) Vehicle access, car parking and manoeuvring areas are to be sealed with impervious surface.
34. Vehicle movements within the site are to be clear of proposed parking areas, buildings. Vehicle access, parking and manoeuvring areas are to be clearly delineated from pedestrian access ways within the site through the use of linemarking, signage, bollards or similar.

35. Vehicles entering and exiting the development site must be able to enter and leave in forward direction. Reversing out of the development site is not permitted. Vehicle manoeuvres in this regard are to be totally contained within the development site boundaries.

Landscaping

36. A minimum of 10% of the development site shall be landscaped with a majority of the landscaping to be provided along the Alfred Street and Grey Street road frontages. Landscape plantings shall include a mix of trees, shrubs and ground covers to enhance the visual appeal of the development and soften the appearance of the built form.
37. Site landscaping is to be irrigated during an establishment period of two years.
38. All site landscaping is to be maintained throughout the duration of the approved use. Any dead and/or unhealthy plants are to be promptly removed and replaced.
39. Site landscaping must not interfere with electrical infrastructure nor restrict maintenance access to any onsite infrastructure, public utility or easement.
40. Landscaping must not interfere with site lines at access driveways for vehicle traffic.

CONDITIONS APPLICABLE TO THE CARETAKER'S ACCOMMODATION

Use

41. The "Caretaker's Accommodation" is for the exclusive use of persons having responsibility for the security, maintenance and/or management of the premises. It must not be occupied by any other member of the public, including any guest, contractor or associate of the occupant at any time.

Note: Immediate family members of the resident caretaker are permitted to reside at the "Caretaker's Accommodation".

CONDITIONS APPLICABLE TO RECONFIGURING OF A LOT (CREATING AN EASEMENT GIVING ACCESS TO A LOT FROM A CONSTRUCTED ROAD)

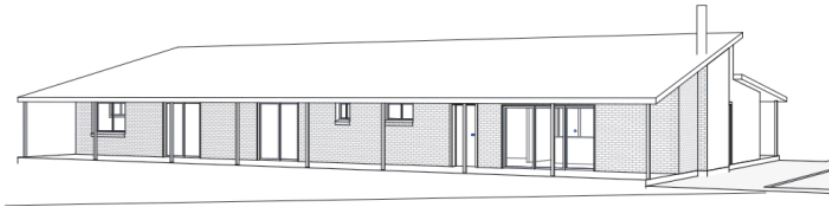
42. The approval holder is to provide documentation to Council showing that an access easement has been created burdening Lot 4 on SP27656, in favour of Lot 5 on SP276656, in location shown on approved plan SK04 Issue P5, dated 24/03/20, prepared by Brandon and Associates. The easement document must be registered simultaneously with the plan of survey.
43. The easement document and plan of survey must be registered prior to the commencement of use of the approved "Health Care Services" (Dental Clinic).

Digby Whyte

Director Environment & Regulatory Services

ROUGH FAMILY INVESTMENTS

ST GEORGE HEALTHCARE CENTRE - MCU APPLICATION
112-114 ALFRED STREET, ST GEORGE
LOT 5 ON SP276756



DRAWING INDEX		
DRAWING	NUMBER	SHEET NAME
202087	01	LOCALITY MAP
202087	02	EXISTING SITE PLAN
202087	03	PROPOSED SITE PLAN
202087	04	EXISTING AND PROPOSED LOT BOUNDARIES
202087	05	CONCEPT SWMP & SWEEP PATHS
202087	06	EXISTING FLOOR PLAN
202087	07	PROPOSED FLOOR PLAN
202087	08	EXISTING & PROPOSED ELEVATIONS



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ROMA 24 Quintin St (PO Box 543) Roma (07) 4622 37F1 (07) 4622 2IE1 roma@brandoneng.com
TOOWOOMBA Level 1, 218 Arzac Ave (PO Box 36, Drayton North) Toowoomba (07) 4636 4F00 (07) 4636 E300 toowoomba@brandoneng.com

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AS/NZS ISO 9001:2008
REGD. Number 503

Member of:





LEGEND




DENOTES SUBJECT SITE



LOTS 4 and 5 ON SP 276756
LOCALITY of ST GEORGE
PARISH of ST GEORGE
COUNTY of BELMORE
BALONNE SHIRE COUNCIL

LOCALITY MAP

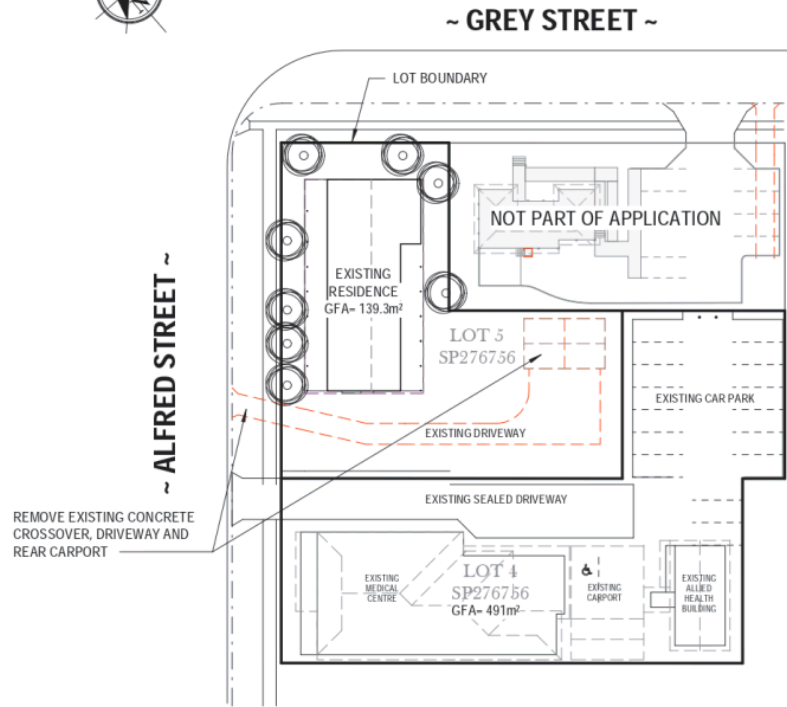
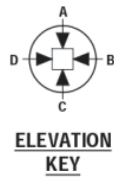
Issue Status/Amendment		Date	 brandon & ASSOCIATES ENGINEERING CONSULTANTS <i>personal professional practical</i>	CHICHELLA (HEAD OFFICE): 8 Colman Street, Chichester GL54 4A 13 Telephone: (07) 4665 9351 Fax: (07) 4665 9851 ROMA: 24 Duntun Street, Roma GL54 4455 Telephone: (07) 4652 3799 Fax: (07) 4652 2041 TIGONCOOMBA: 1218 Angus Avenue, Tacomoola QLA 4520 Telephone: (07) 4656 1100 Fax: (07) 4656 1100	ROUGH FAMILY INVESTMENTS ST GEORGE HEALTHCARE CENTRE - MCU APPLICATION 112-114 ALFRED STREET, ST GEORGE LOT 5 ON SP276756		Designed	Checked	LOCALITY MAP		
P5	SWEPT PATHS ADDED	24/03/20			Drawn	CDW	Checked				
P2	REVISED LOT 4	01/20			Approved	CDW					
P1	FOR REVIEW	01/20			REVIEW						
								Job Number	Drawing Number	Issue	
								202087	SK01	P5	
								Number 01 of 08 Drawings	Full Size A3		

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TOOWOOMBA:
11218 Anzac Avenue, Toowoomba Qld. 4300
Telephone: (07) 4558 4100
Fax: (07) 4558 4300

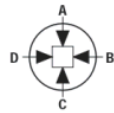
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LOTS 4 and 5 ON SP 276756
LOCALITY of ST GEORGE
PARISH of ST GEORGE
COUNTY of BELMORE
BALONNE SHIRE COUNCIL

EXISTING SITE PLAN

Issue Status/Amendment		Date	 <div>CHINCHILLA HEAD OFFICE: 8 Colborne Street, Chinchilla Qld. 4413 Telephone: (07) 4958 9351 Fax: (07) 4958 9851 ROMA: 24 Quirin Street, Roma Qld. 4455 Telephone: (07) 4522 3799 Fax: (07) 4522 2041 TOOWOOMBA: 1/218 Anzac Avenue, Toowoomba Qld. 4350 Telephone: (07) 4558 4100 Fax: (07) 4558 4300</div>	<div>Designed _____ Drawn _____ Approved _____</div>	Checked _____	EXISTING SITE PLAN			
					CDW _____	Job Number	Drawing Number	Issue	
P5	SWEPT PATHS ADDED	24/03/20	<div>ROUGH FAMILY INVESTMENTS ST GEORGE HEALTHCARE CENTRE - MCU APPLICATION 112-114 ALFRED STREET, ST GEORGE LOT 5 ON SP276756</div>		<div>REVIEW</div>	202087	SK02	P5	
P2	REVISED LOT 4	01/20				Number 02 of 08 Drawings	Full Size A3		
P1	FOR REVIEW	01/20							



**ELEVATION
KEY**



SETBACK
UNCHANGED

CARETAKER
GFA= 40.6m²

~ ALFRED
STREET ~

NEW 1200 PATH
WIDEN CROSSOVER
TO SUIT

NEW ON-SITE CAR PARKING. REFER
SK07 FOR DETAILED DIMENSIONS IN
ACCORDANCE WITH AS2890

NEW SITE ACCESS
FROM EXISTING LOT 4
DRIVEWAY

LOTS 4 and 5 ON SP 276756
LOCALITY of ST GEORGE
PARISH of ST GEORGE
COUNTY of BELMORE
BALONNE SHIRE COUNCIL

~ GREY STREET ~

SUGGESTED SCREENED
BIN STORE LOCATION

NOT PART OF APPLICATION

PROPOSED SITE PLAN

SUMMARY OF CAR PARKING

GFA OF ADJACENT PROPERTY (LOT 4) = 491m²
@ 1 CAR PARK PER 30m² OF GFA = 16.4 (17 CAR PARKS REQUIRED)

REQUIRED NEW CAR PARKING

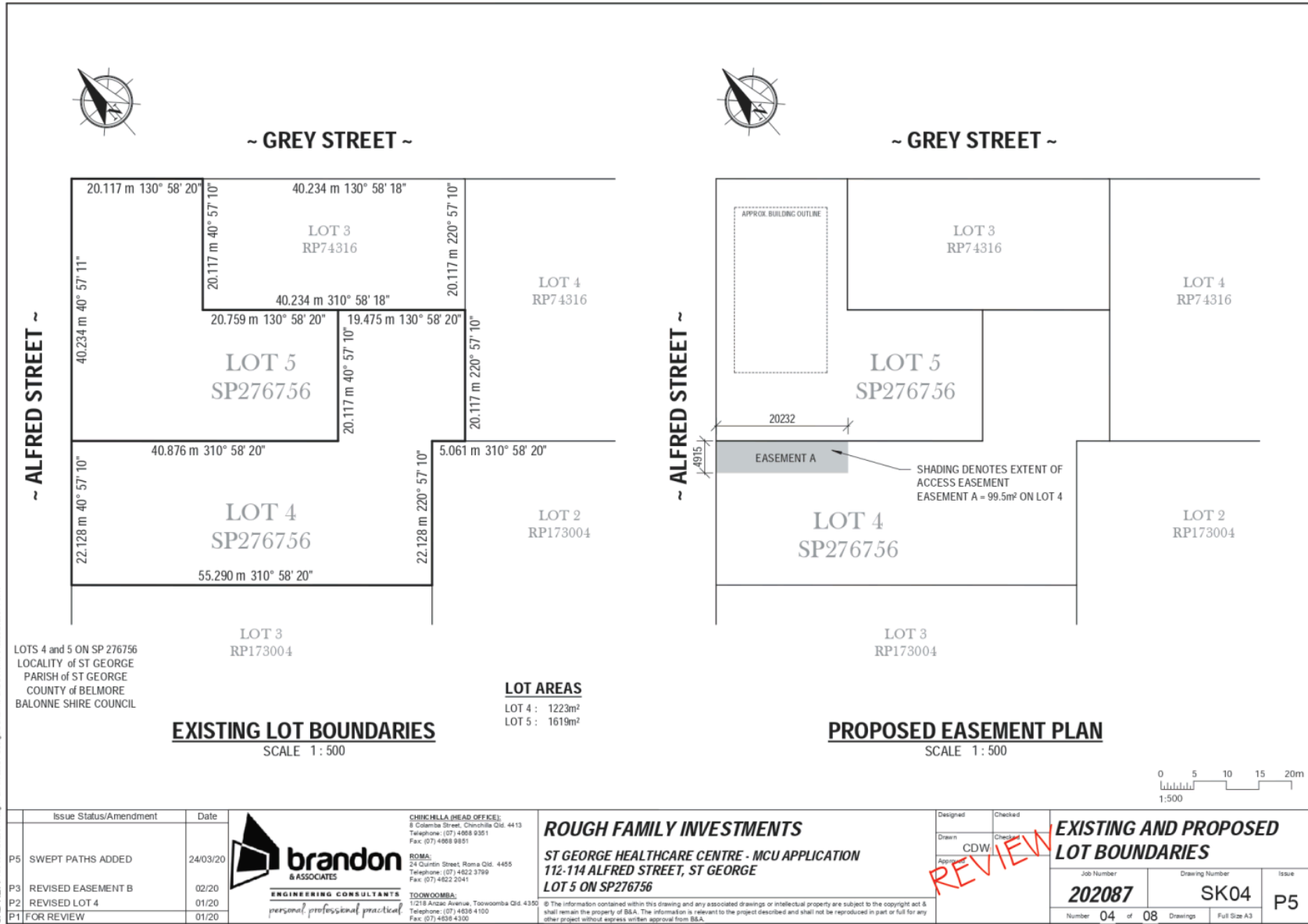
GFA OF HEALTH CARE PREMISES = 198.7m²
@ 1 CAR PARK PER 50m² OF GFA (COMMERCIAL USE) = 3.97 (4 CAR PARKS REQUIRED)
GFA OF CARETAKERS RESIDENCE IS 40.6m². = 1 REQUIRED
TOTAL NEW CAR PARKS REQUIRED = 5.

AREA CALCULATIONS

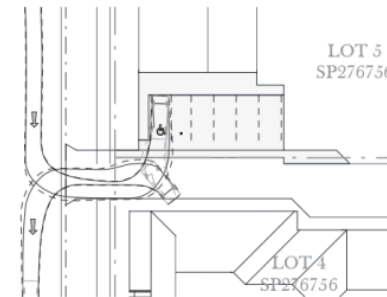
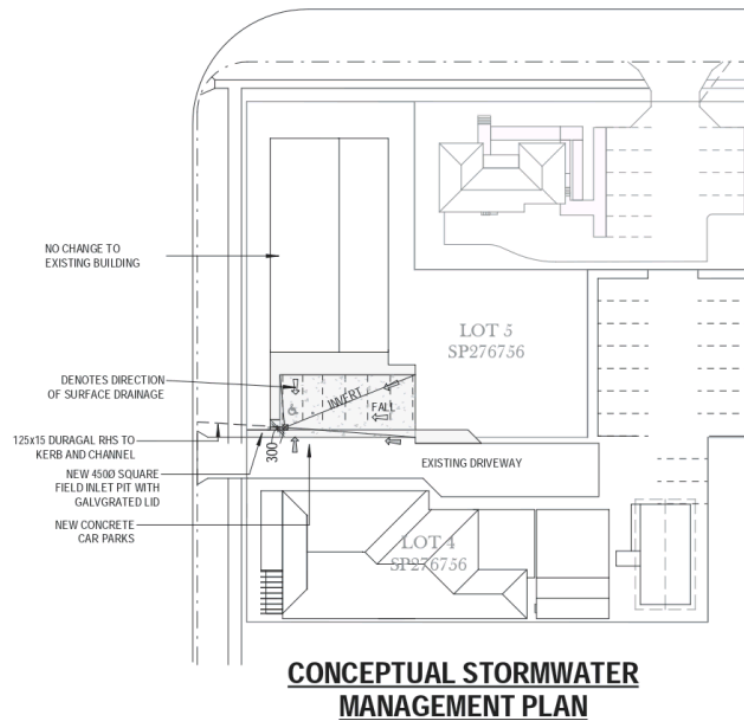
EXISTING SITE COVERAGE = 421.2m²
PROPOSED SITE COVERAGE = 363.6m² (57.6m² REDUCTION)
EXISTING IMPERVIOUS AREA = 213.5m²
PROPOSED IMPERVIOUS AREA = 177m² (36.5m² REDUCTION)
GREEN / LANDSCAPED SPACE = 691m²



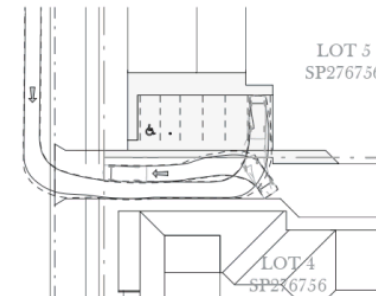
Issue Status/Amendment		Date	 brandon & ASSOCIATES ENGINEERING CONSULTANTS <i>personal professional practical</i>		ROUGH FAMILY INVESTMENTS ST GEORGE HEALTHCARE CENTRE - MCU APPLICATION 112-114 ALFRED STREET, ST GEORGE LOT 5 ON SP276756		PROPOSED SITE PLAN		Job Number 202087 Number 03 of 08 Drawings		Drawing Number SK03 Full Size A3		Issue P6	
P6	CROSSOVER AMENDED	26.05.20	<div>CHIRCHILLA HEAD OFFICE: 8 Coleridge Street, Chirchilla Qld. 4413 Telephone: (07) 4958 9351 Fax: (07) 4958 9851 ROMA: 24 Quentin Street, Roma Qld. 4455 Telephone: (07) 4922 3799 Fax: (07) 4922 2041 TOOWOOMBA: 11218 Arzac Avenue, Toowoomba Qld. 4300 Telephone: (07) 4958 4300 Fax: (07) 4958 4300</div>		© The information contained within this drawing and any associated drawings or intellectual property are subject to the copyright act & shall remain the property of BIA. The information is relevant to the project described and shall not be reproduced in part or full for any other project without express written approval from BIA.		<div>Designed Checked Drawn CDW Approved</div>							
P5	SWEPT PATHS ADDED	24/03/20												
P4	REVISED EASEMENT B	02/20												
P3	REVISED LOT 4	01/20												
P2	FOR REVIEW	01/20												
P1	CLIENT REVIEW	12/19												




CAD REF: P:\20 Jobs\202087 Rough Family Investments ST George HealthCare Centre.dwg(1:2 CADD)rev1(P6 Issue)202087 P6.dwg

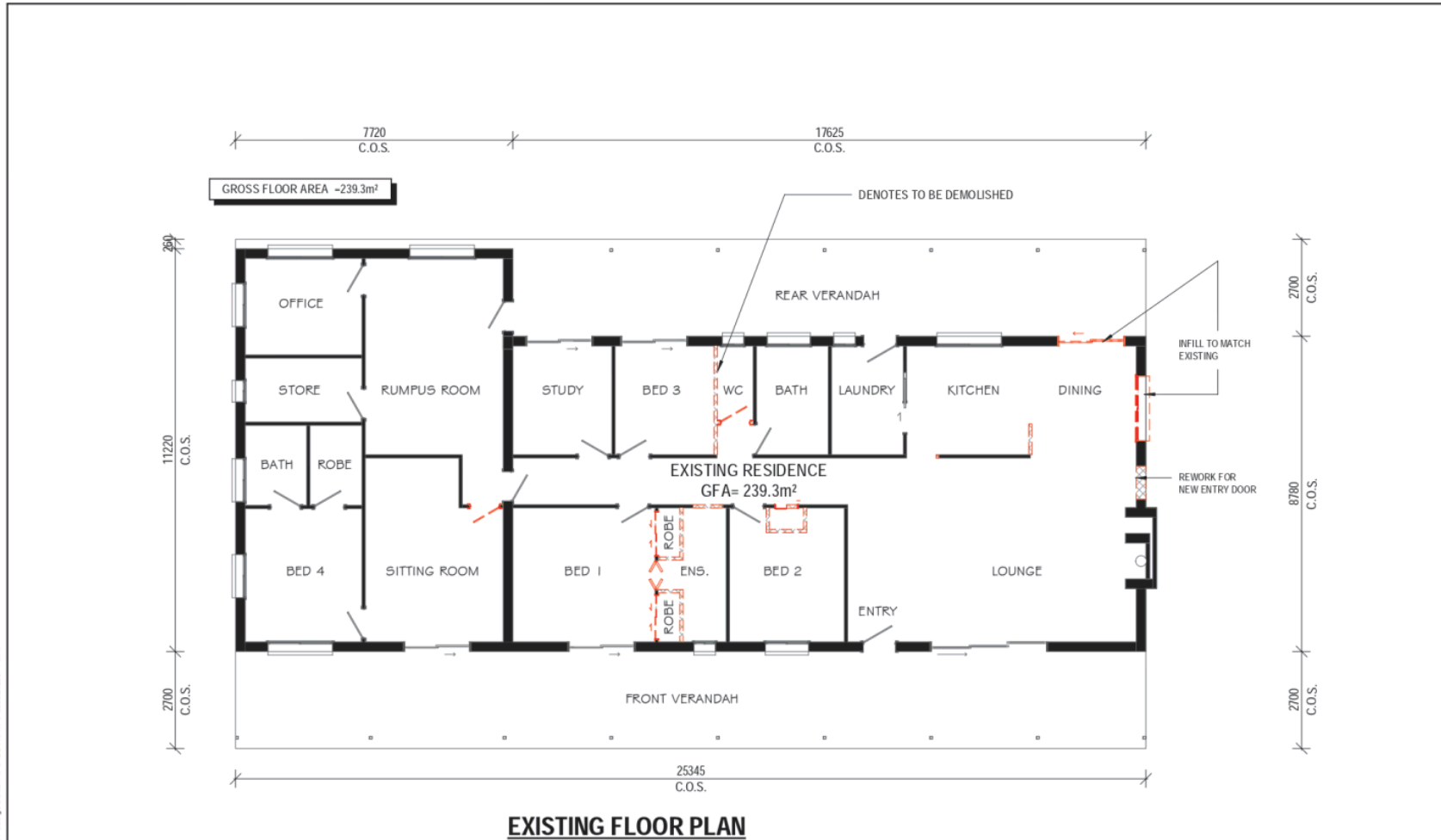


SWEPT PATHS A



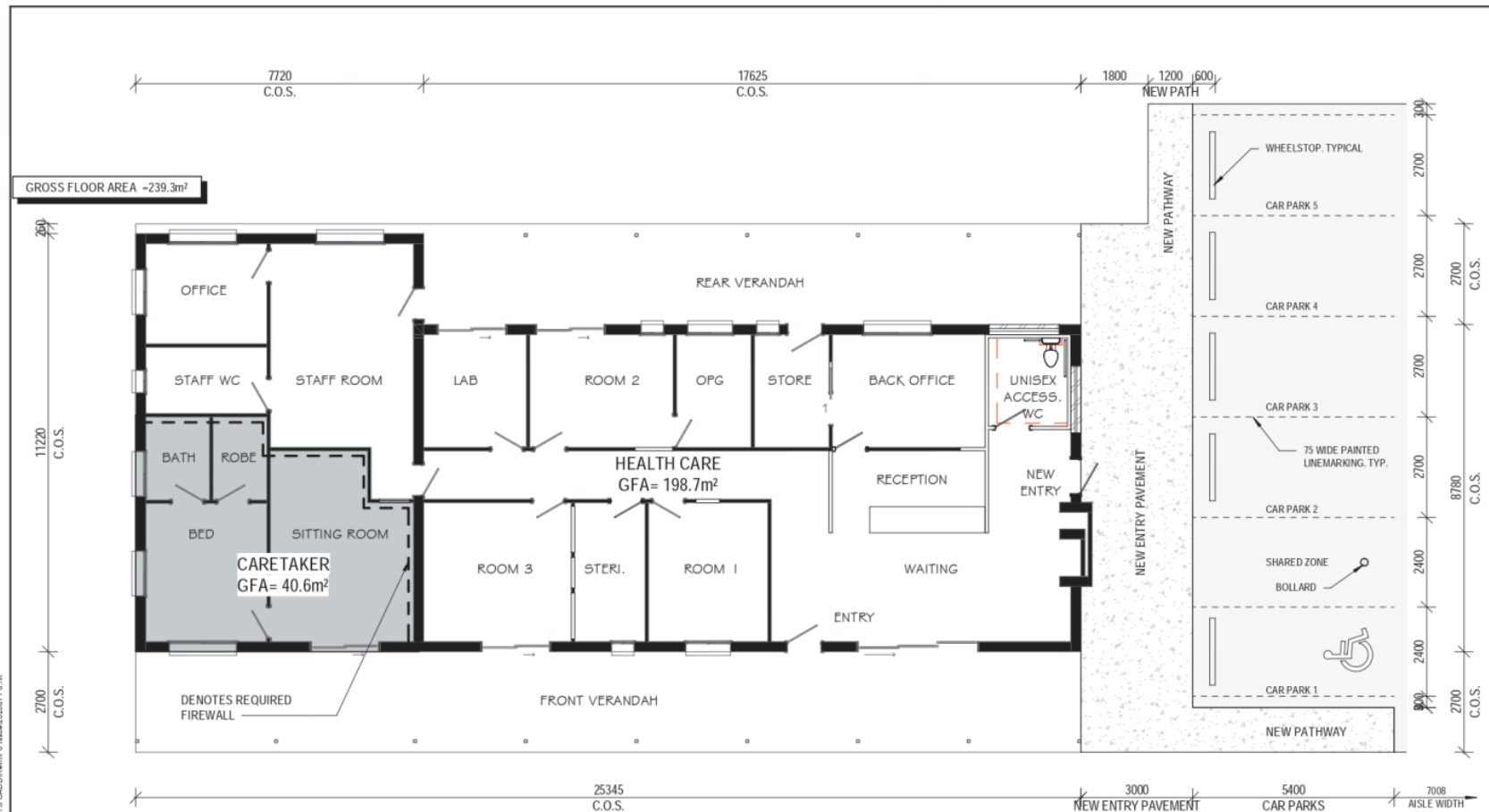
SWEPT PATHS B

Issue Status/Amendment		Date	 brandon & ASSOCIATES ENGINEERING CONSULTANTS <i>personal professional practical</i>	CHURCHILLA HEAD OFFICE: 8 Colman Street, Churchill Qld. 4413 Telephone: (07) 4958 9351 Fax: (07) 4958 9851 ROMA: 24 Quentin Street, Roma Qld. 4455 Telephone: (07) 4522 3799 Fax: (07) 4522 2041 TOOWOOMBA: 1/218 Arzac Avenue, Toowoomba Qld. 4350 Telephone: (07) 4558 4100 Fax: (07) 4558 4300		ROUGH FAMILY INVESTMENTS ST GEORGE HEALTHCARE CENTRE - MCU APPLICATION 112-114 ALFRED STREET, ST GEORGE LOT 5 ON SP276756		Designed Drawn Approved		Checked Checked CDW		CONCEPT SWMP & SWEPT PATHS		Job Number 202087		Drawing Number SK05		Issue P6			
P6	CROSSOVER AMENDED	26.05.20							REVIEW						05		08		Drawings		Full Size A3
P5	SWEPT PATHS ADDED	24/03/20																			
P2	REVISED LOT 4	01/20																			
P1	FOR REVIEW	01/20																			



EXISTING FLOOR PLAN

Issue Status/Amendment		Date	 <div>brandon & ASSOCIATES ENGINEERING CONSULTANTS <i>personal professional practical</i></div>	CHIRCHILLA (HEAD OFFICE): 8 Colborne Street, Chirchilla Qld. 4413 Telephone: (07) 4958 9351 Fax: (07) 4958 9851	ROUGH FAMILY INVESTMENTS ST GEORGE HEALTHCARE CENTRE - MCU APPLICATION 112-114 ALFRED STREET, ST GEORGE LOT 5 ON SP276756 © The information contained within this drawing and any associated drawings or intellectual property are subject to the copyright act & shall remain the property of BSA. The information is relevant to the project described and shall not be reproduced in part or for any other project without express written approval from BSA.	Designed	Checked	EXISTING FLOOR PLAN			
P5	SWEPT PATHS ADDED	24/03/20		Drawn		CDW					
P1	FOR REVIEW	01/20		Approved							
							Job Number	Drawing Number	Issue		
							202087	SK06	P5		
							Number 06 of 08 Drawings	Full Size A3			



PROPOSED FLOOR PLAN

CAD REF: P-00 Job: 202087 Rough Fam Invest ST George Details 1.0 CADD Rev: 1/18 Issue: 202087 P5.dwg

	Issue Status/Amendment	Date	<div><div>brandon & ASSOCIATES ENGINEERING CONSULTANTS <i>personal professional practical</i></div></div> <div><p>CHIRCHILLA (HEAD OFFICE): 8 Colborne Street, Chirchilla Qld. 4413 Telephone: (07) 4958 9351 Fax: (07) 4958 9851</p><p>ROMA: 24 Quentin Street, Roma Qld. 4455 Telephone: (07) 4522 3799 Fax: (07) 4522 2041</p><p>TOOWOOMBA: 1/218 Anzac Avenue, Toowoomba Qld. 4300 Telephone: (07) 4558 4100 Fax: (07) 4558 4300</p></div>	<div><h2>ROUGH FAMILY INVESTMENTS</h2><h3>ST GEORGE HEALTHCARE CENTRE - MCU APPLICATION</h3><h3>112-114 ALFRED STREET, ST GEORGE</h3><h3>LOT 5 ON SP276756</h3></div> <div><p>© The information contained within this drawing and any associated drawings or intellectual property are subject to the copyright act & shall remain the property of BSA. The information is relevant to the project described and shall not be reproduced in part or full for any other project without express written approval from BSA.</p></div>	<table><tr><td>Designed</td><td>Checked</td></tr><tr><td>Drawn</td><td>Checked</td></tr><tr><td>Approved</td><td>CDW</td></tr></table>	Designed	Checked	Drawn	Checked	Approved	CDW	<div><h2>PROPOSED FLOOR PLAN</h2><table><tr><td>Job Number</td><td>Drawing Number</td><td>Issue</td></tr><tr><td>202087</td><td>SK07</td><td>P5</td></tr><tr><td>Number 07 of 08 Drawings</td><td colspan="2">Full Size A3</td></tr></table></div>	Job Number	Drawing Number	Issue	202087	SK07	P5	Number 07 of 08 Drawings	Full Size A3	
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REVIEW

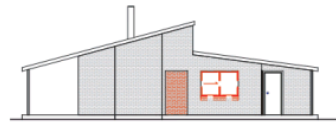
CAD REF: P-00 Job: 202087 Rough Fam Invest ST George Details 1.0 CADD Rev: 018 Issue: 202087 P5.dwg



EXISTING ELEVATION A
(GREY STREET FRONTAGE)



EXISTING ELEVATION B



EXISTING ELEVATION C



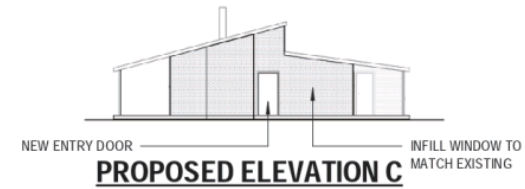
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(ALFRED STREET FRONTAGE)



PROPOSED ELEVATION A
(GREY STREET FRONTAGE)




PROPOSED ELEVATION B



PROPOSED ELEVATION C



PROPOSED ELEVATION D
(ALFRED STREET FRONTAGE)

Issue Status/Amendment		Date	 brandon & ASSOCIATES ENGINEERING CONSULTANTS <i>personal professional practical</i>		CHICKELLA (HEAD OFFICE): 8 Coleridge Street, Chickella Qld. 4413 Telephone: (07) 4958 9351 Fax: (07) 4958 9851 ROMA: 24 Quirin Street, Roma Qld. 4455 Telephone: (07) 4922 3799 Fax: (07) 4922 2041 TOOWOOMBA: 1/218 Anzac Avenue, Toowoomba Qld. 4350 Telephone: (07) 4958 4100 Fax: (07) 4958 4300		ROUGH FAMILY INVESTMENTS ST GEORGE HEALTHCARE CENTRE - MCU APPLICATION 112-114 ALFRED STREET, ST GEORGE LOT 5 ON SP276756 <small>© The information contained within this drawing and any associated drawings or intellectual property are subject to the copyright act & shall remain the property of BSA. The information is relevant to the project described and shall not be reproduced in part or full for any other project without express written approval from BSA.</small>		<table><tr><td>Designed</td><td>Checked</td></tr><tr><td>Drawn</td><td>Checked</td></tr><tr><td>Approved</td><td>CDW</td></tr></table> REVIEW		Designed	Checked	Drawn	Checked	Approved	CDW	EXISTING & PROPOSED ELEVATIONS		
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P5	SWEPT PATHS ADDED	24/03/20	Job Number	Drawing Number	Issue														
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P1	FOR REVIEW	01/20	Number 08 of 08 Drawings	Full Size A3															



brandon
& ASSOCIATES

ENGINEERING CONSULTANTS

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ST GEORGE DENTAL TOWN PLANNING APPLICATION

Infrastructure Connection Report

Job No. 202087

www.brandongen.com

CHINCHILLA 4668 9351 | ROMA 4622 3799 | TOOWOOMBA 4636 4100

CIVIL | STRUCTURAL | GEOTECHNICAL | PROJECT MANAGEMENT | BUILDING DESIGN | STORMWATER | LOCAL GOVERNMENT

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DOCUMENT ISSUE STATUS	
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ISSUE	ISSUE DATE	DETAILS	PREPARED BY	AUTHORISATION	
				NAME/POSITION	SIGNATURE
A	24/03/2020	FINAL	C. Lattimore	C.Lattimore / Engineer	 RPEQ 17113

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APPENDIX A – SERVICES SCHEMATIC DRAWING

1 Purpose of Report

Brandon and Associates had been engaged by Rough Family Investments to prepare an Infrastructure Connection Report in support of a development application for a material change of use and reconfiguring a lot to facilitate the establishment of a Dental Clinic and Caretaker's Residence at 112-114 Alfred Street, St George.

This report will address:

- Method of stormwater control and discharge
- Establish the method of water supply to the site
- Establish the method of sewer connection to the site
- Method of power supply to the site

2 Project Background

The development site consists of a land parcel at the corner of Alfred Street and Grey Street and is described as Lot 5 on SP276756. The proposal lot is 0.1223Ha (1,223m²) in size. The proposed development will make no changes to the existing building footprint, with minor changes to the internal building floor plan layout.

The proposed development will also include five (5) new parking bays, including one (1) disabled parking bay, at the south of the existing building. It is proposed that the parking bays will be accessed through an existing driveway located within the neighbouring medical centre on Lot 4 of SP276756 via the establishment of an access easement over Lot 4 of SP276756 in favour of Lot 5 SP276756.

3 Stormwater Methodology

Stormwater from the proposed development will be collected, conveyed and discharged as follows:

- Surface water over the proposed parking bays and landscape areas will be directed to the Alfred Street kerb and channel through a new RHS and inlet pit
- Roof water collection and discharge of the existing building will remain unchanged
- Surface water over landscaped areas around the proposed GLA Building will similarly discharge to the south to the balance of lot, whereby the water will continue by sheet flow to the oval as above.

As the changes to surface conditions are minimal, no allowance has been made for stormwater quality or quantity measures in the detail design of the stormwater methodology described above.

4 Water Supply Methodology

Water Demand - General

The existing domestic water meter connection will be sufficient to service the proposed dental clinic and caretaker's residence with no upgrades required. The proposed development will include the relocation of the toilet facilities from the centre of the existing building to the southern end and will have no increase to the existing water demand.

Fire Fighting Requirements

According to Part E1 the Building Code of Australia, as the existing building is below 500 m² in floor area, no fire hydrant nor fire hose reel is required.

5 Sewer Connection

The development site has a gravity sewer main along its southwest boundary. While the internal toilet facility is proposed to be relocated from the centre of the building to the southern end, no changes to the existing sewer main connection is required as sanitary drainage loads remain unchanged.

6 Power Connection

Power to the site is provided via an overhead connection from the transformer on the southern side of Alfred Street. The proposed development will involve no additional power demand, with no new power connection to the street required. Therefore, the existing overhead connection will remain unchanged.



Department of
**State Development,
Manufacturing,
Infrastructure and Planning**

SARA reference: 2004-16468 SRA
Council reference: MCU 177
Applicant reference: PATS002

7 May 2020

Chief Executive Officer
Balonne Shire Council
PO Box 201
ST GEORGE Qld 4487
council@balonne.qld.gov.au

Attention: Miss Jessica Reiser

Dear Jess

SARA response—112-114 and 116 Alfred Street, St George

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

The development application described below was confirmed as properly referred by the Department of State Development, Manufacturing, Infrastructure and Planning (the department) on 27 April 2020.

Response

Outcome:	Referral agency response - No requirements
	Under section 56(1)(a) of the <i>Planning Act 2016</i> , the department advises it has no requirements relating to the application.
Date of response:	7 May 2020
Advice:	Advice to the applicant is in Attachment 1 .
Reasons:	The reasons for the referral agency response are in Attachment 2 .

Development details

Description:	Development permit	Material change of use for - Conversion of an existing dwelling house into a dental clinic and attached caretaker's residence. Reconfiguring a lot for - Creation of an easement to provide vehicular access to a constructed road (over Lot 4 SP276756 in favour of Lot 5 SP276756).
SARA role:	Referral Agency.	
SARA trigger:	Schedule 10, Part 9, Division 4, Subdivision 2, Table 3 (Planning	

Regulation 2017)
Development application for reconfiguring a lot of premises adjacent to a state transport corridor.

Schedule 10, Part 9, Division 4, Subdivision 2, Table 4 (Planning Regulation 2017)
Development application for a material change of use of premises near a State transport corridor.

SARA reference: 2004-16468 SRA

Assessment Manager: Balonne Shire Council

Street address: 112-114 and 116 Alfred Street, St George

Real property description: Lots 4 and 5 on SP276756

Applicant name: Rough Family Investments
c/- Brandon & Associates Pty Ltd

Applicant contact details: 113 Ramsay Street
Centenary Heights QLD 4350
geoff_broadbent@hotmail.com

Representations

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

Copies of the relevant provisions are in **Attachment 3**.

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

For further information please contact Maria Johnson, Senior Planning Officer, on (07) 46167302 or via email ToowoombaSARA@dsdmip.qld.gov.au who will be pleased to assist.

Yours sincerely



Darren Cooper
A/Manager - SEQ North (Planning)

cc Rough Family Investments c/- Brandon & Associates Pty Ltd, geoff_broadbent@hotmail.com

enc Attachment 1 - Advice to the applicant
Attachment 2 - Reasons for referral agency response
Attachment 3 - Representations provisions

Attachment 1—Advice to the applicant

General advice

- | | |
|----|---|
| 1. | Terms and phrases used in this document are defined in the <i>Planning Act 2016</i> its regulation or the State Development Assessment Provisions (SDAP) v2.6. If a word remains undefined it has its ordinary meaning. |
|----|---|

Attachment 2—Reasons for referral agency response

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

The reasons for the department's decision are:

- the design and construction of the buildings and structures will not create a safety hazard to the state-controlled road
- filling and excavation and retaining structure do not interfere with, or result in damage to infrastructure or services in the state-controlled road
- the vehicular access to the state-controlled road from the development does not create a safety hazard for users
- there will be no stormwater impacts to the state-controlled road as a result of the development

Material used in the assessment of the application:

- The development application material and submitted plans
- *Planning Act 2016*
- Planning Regulation 2017
- The *State Development Assessment Provisions* (version 2.6), as published by the department
- The Development Assessment Rules
- SARA DA Mapping system

Attachment 3—Change representation provisions

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Development Assessment Rules—Representations about a referral agency response

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

Part 6: Changes to the application and referral agency responses

28 Concurrence agency changes its response or gives a late response

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

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

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

Part 7: Miscellaneous

30 Representations about a referral agency response

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

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

CONFIDENTIAL ITEMS

(CFCS) FINANCE AND CORPORATE SERVICES

ITEM	TITLE	SUB HEADING	PAGE
CCFS1	<u>COMMUNITY RATES</u> <u>SUPPORT PROGRAM</u> <u>2020/2021</u>	This item will be discussed in closed session in accordance with section 275 of the Local Government Regulation 2012.	

INFORMATION REPORTS

(IOCEO) OFFICE OF THE CEO

ITEM	TITLE	SUB HEADING	PAGE
IOCEO1	<u>TOURISM SERVICES</u> <u>MONTHLY REPORT</u>	Balonne Shire Tourism Report for June 2020 as supplied by the Manager Tourism.	92
IOCEO2	<u>ECONOMIC</u> <u>DEVELOPMENT UPDATE</u> <u>JUNE 2020</u>	Economic Development Update June 2020	100
IOCEO3	<u>MONTHLY REPORT</u> <u>COMMUNITY AND</u> <u>LIBRARY SERVICES</u>	Monthly Report for Communities and Libraries by Dani Kinnear, Community Development Officer	108

OFFICER REPORT

TO: Council

SUBJECT: Tourism Services Monthly Report

DATE: 06.07.20

AGENDA REF: IOCEO1

AUTHOR: Kim Wildman - Tourism Manager

Balonne Shire Tourism Report – June 2020

Balonne Shire Tourism Report for June 2020 as supplied by the Manager Tourism.

Tourism Projects & Activities

- The VIC reopened to the public on the 8 June. The required COVID-Safe Plan has been completed and all protocols have been implemented.
- VIC staff will finish the Environmental and Regulatory Services project work, that has been done on a part-time redeployment basis, on the 7 July.
- Work has continued on the development of a Balonne Shire Pub Trail and a Tree Trail.
- The Business Mentoring Project focusing on social media has continued with mentoring sessions held every fortnight.
- The Barwon River sign has now been installed at Mungindi.
- All local tours have commenced including Cotton Farm & Vineyard tour, St George Heritage tour and the Birdwatching tour.
- Annual VIC stocktake has been completed.
- While the new Shire Entry Signs were delivered to the Balonne Shire Council Depot in early February, due to unforeseen circumstances – rain, then a flood, then border closures – the installation of the signs was completed in June.
- The long-awaited sign for the Paperback Hero Boomerangs has been installed and a rock garden created around the base. Created as part of the film set of the Boomerang Café for the iconic Australian movie, Paperback Hero, which starred Hugh Jackman and Claudia Karvan, the sign was installed as part of the second stage of a revitalisation project funded by the Foundation for Rural and Regional Renewal Grant.



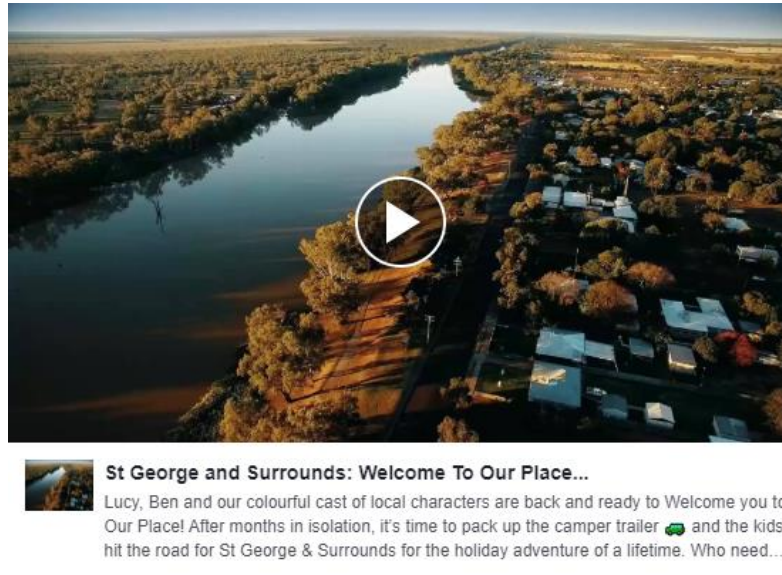
- The Shire's seven new Shire Entry Statement Signs have finally been installed after delays due to drought, flood and COVID-19. These are now in place at the main entry points to our Shire on the Moonie, Barwon, Carnarvon Highway (both northbound and southbound), Balonne (Bollon), Castlereagh (Hebel) and Mitchell-St George Highways.



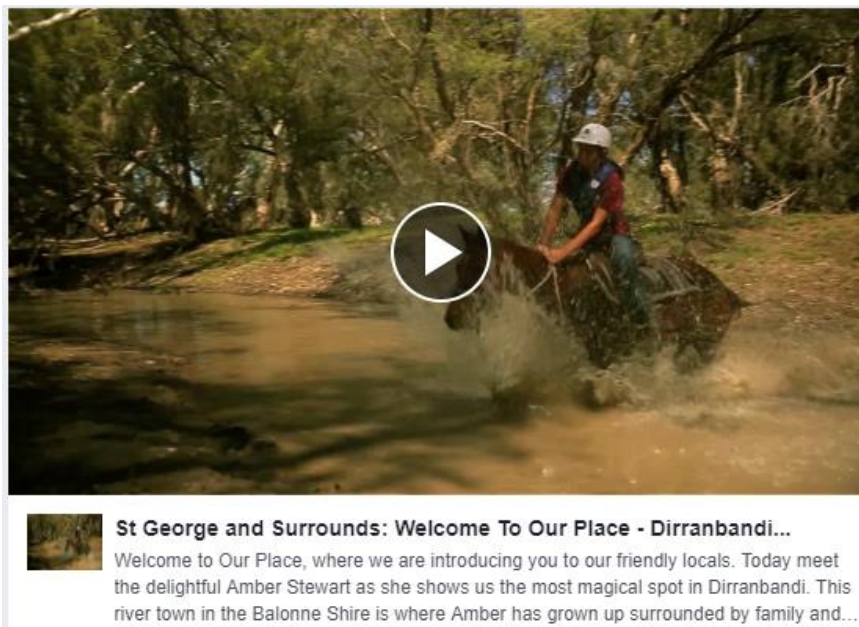
Marketing & Promotions

St George & Surrounds Facebook page

- Currently a total of 1889 followers (an increase of 285 followers) with 1658 likes (increase of 355 likes)
- Most popular posts for June -**
- Welcome To Our Place video with voice over by Josh Arnold encouraging locals to come and visit our region. 33.7k reach, 3.3k post clicks, 14k reactions.



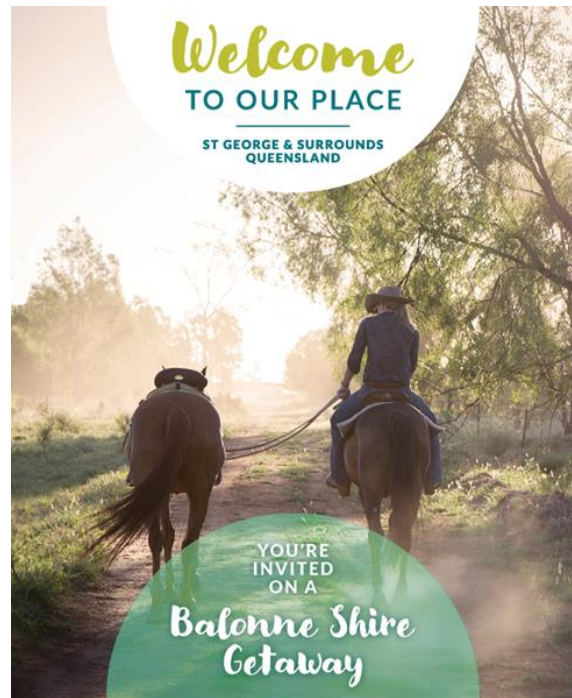
- Welcome To Our Place video showcasing Dirranbandi starring local Amber Stewart. 14k reach, 2.2k post clicks, 865 reactions.



Welcome Mate/Welcome To Our Place Campaign

The new Welcome To Our Place tourism campaign was officially launched. With the borders still closed, the campaign is aimed at encouraging locals to become 'Welcome Ambassadors' and invite friends and family from around Queensland to come and visit the Balonne Shire.

- **Toolkit:** A 'Welcome to Our Place' Toolkit of digital assets has been created which is available for businesses and residents to use and includes logos, email signature, and a website tile to create a destination identity for our river town region. It also includes a handy e-invitation which can be sent via social media along with a hard copy postcard invitation.
- **Welcome Tour Our Place Video Stories:** Seven locals of varying ages and backgrounds have been recruited to share their personal stories of place – their favourite memory of holidaying at home here in the Balonne. These have been created as short 2 minute videos to be shared via social media. Two have been released in June with both being very well received by community and travellers alike.



Press Coverage

- A four-page feature article on Lucy Seville ran as a follow-up to the St George Matesong in the Winter Edition of the *Highlife Darling Downs* magazine.



- A media release, *People Power to Push Balonne Tourist Trade*, went out on 9 June and was picked up by *The Northern Star*, *Balonne Beacon*, *Queensland Times*, *Travel Weekly*, *eGlobal Travel Media* and *Fraser Coast Chronicle*.



- Chinchilla News then ran a piece, Best bits of the west showcased by locals, featuring the Welcome To Our Place video story on Bill Speedy and Judith Russell on 19 June.



- Inspired by the Balonne Shire's Welcome To Our Place Campaign, the Goondiwindi Chamber of Commerce reached out to the Manager Tourism to notify Council that they were starting a similar

campaign, 'Come say hi!'. An article then ran in the Goondiwindi Argus, Goondiwindi region ready to welcome visitors, referencing the connection to the Balonne Shire's campaign, on 25 June.

Goondiwindi region ready to welcome visitors

Community

f t e s A A A



 Goondiwindi is ready to welcome tourists to help boost the local economy.

The Goondiwindi Chamber of Commerce is asking you to invite your friends and families to come and visit in an effort to get the local tourism and small business economy rolling.

Reviews

Google My Business

Good job, you got a new
5-star review

[Read review](#)



Peter Frederick



Very friendly and helpful staff. Great starting point for your visit to the St George area.

Tourism Organisation Representation

Southern Queensland Country Tourism (SQCT)

- The information and newsletters have been forwarded out to our Operators for their information.

Adventure Way Promotions Group

- Next teleconference meeting scheduled for 14 July 2020.

The Great Inland Way

- The latest meeting for The Great Inland Way was held on 20 May 2020.

Meetings & Training

- Monthly Tourism Catch-Up meeting was held on 3 June.
- Drive Inland teleconference was held on 18 June.
- The Balonne Shire Tourism Network meeting was held on the 9 June.

Volunteer Projects & Activities

- Due to the COVID-19 restrictions, no volunteers have worked during April.

Shire Tourism Statistics – February 2020

St George Visitor Information Centre

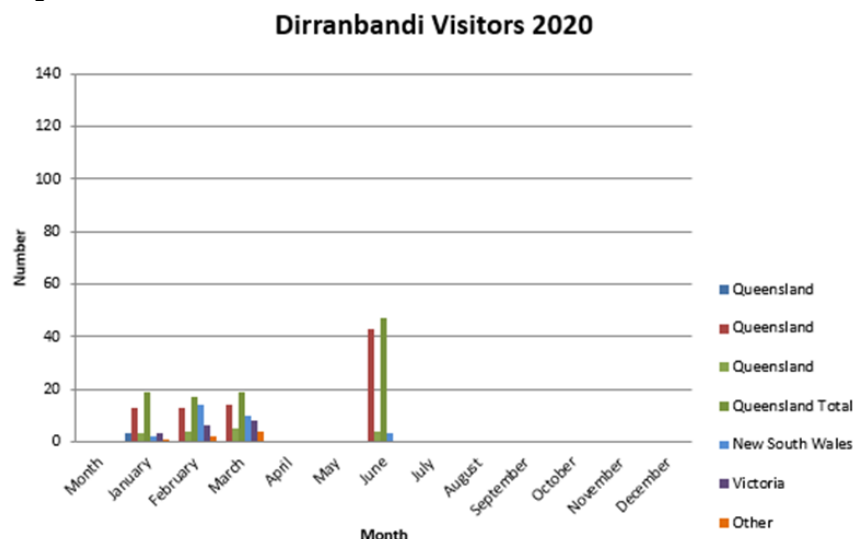
There were 500 visitors through centre in June. There were 1703 visitors through the centre in June 2019.

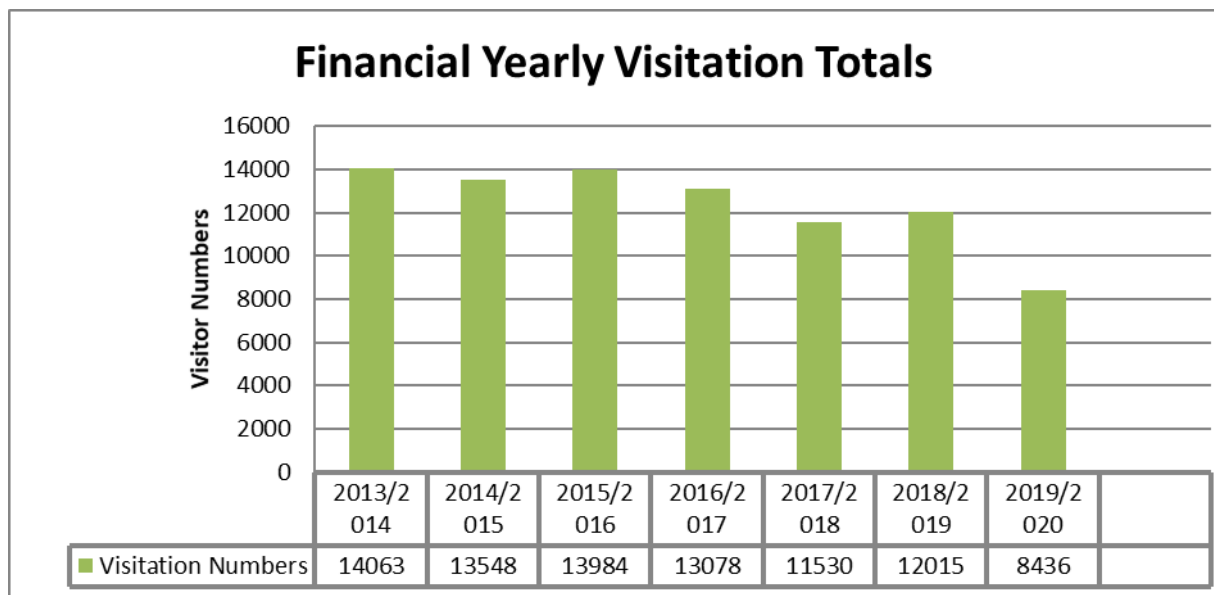
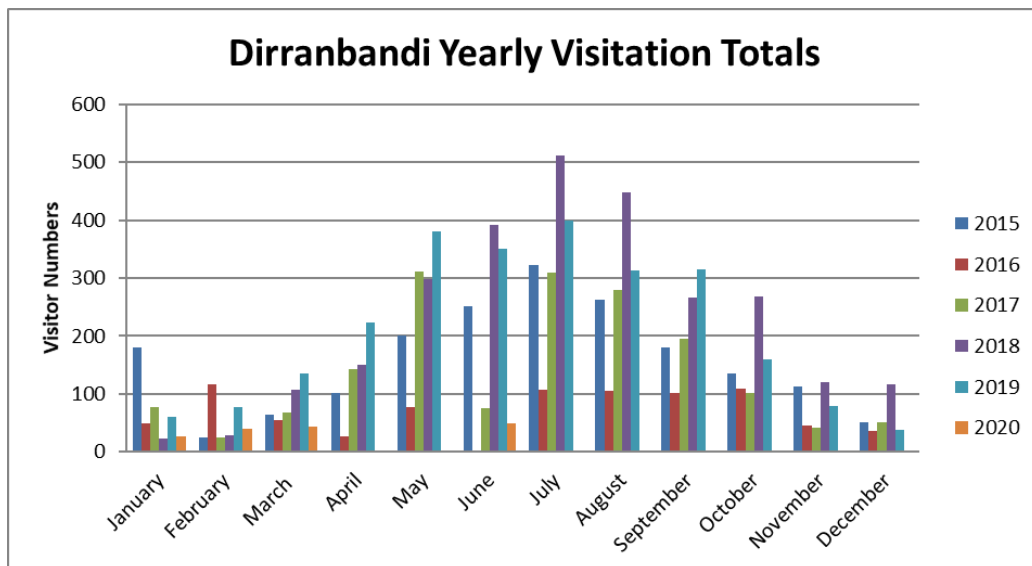
The VIC also received 61 tourism related phone enquiries, 6 Information Packs were sent out and 8 email/internet tourism related enquiries were made during June.

Visitor Numbers through Balonne Shire Visitor Information Centre

Dirranbandi RTC

There were 50 visitors recorded for June 2020 through the Dirranbandi Rural Transaction Centre (RTC). There were 351 visitors through the centre in June 2019.





Attachments

Nil

Digby Whyte
Director Environment & Regulatory Services

OFFICER REPORT

TO: Council

SUBJECT: Economic Development Update June 2020

DATE: 06.07.20

AGENDA REF: IOCEO2

AUTHOR: Garnet Radford - Economic Development Officer

Sub-Heading

Economic Development Update June 2020

Executive Summary

The purpose of the report is to update Council on Economic Development activity in the Balonne Shire during the month of June 2020. The main priorities for the month were the roll out and delivery of projects – Business Mentoring, Dirranbandi Thermal Springs, COVID-19 business support and assistance.

Projects/highlights of note include:

- Announcement of the Library Innovation Hub (St George)
- Country University Centre (St George and Dirranbandi)
- COVID-19 support to businesses, grant assistance and economic impact/recovery actions
- Announcement of the Dirranbandi Business Improvement Program funding
- Business mentoring program – Request for proposals from mentees for \$2000 funding
- Scope and submission pack for Dirranbandi Thermal Springs consultancy

1.0 Monthly work program – activity and highlights

1.1 Activity and Highlights

- Major Announcements
 - Library Innovation Hub funding (\$5 million)

- Country University Centre - St George and Dirranbandi, (\$700,000)
- Dirranbandi Business Improvement program recipients (\$420,000)
- COVID-19 Business Support and Recovery
 - Recovery committee – economic input
 - Economic impact and analysis (economy id report)
 - Business support packages information, grant funding, reminders – deadlines
 - Adaption Grant assistance webinar (14 guests and recorded) – hosted by Engage and Create Consulting. Grant to open 1 July
 - Assistance to three local businesses – suggested edits/improvements re: adaption grant applications
 - On-going support to local businesses
 - Three businesses approved and mentors appointed (COVID mentoring round)
 - QRA – economic recovery and projects input
- Business Mentoring Program
 - Call for submissions from mentees capital project funding \$2000 (closes 14 July)
 - Call for topics and submissions for workshops from mentors (closes mid-July)
 - Request for Proposals for Ag and Hort workshop series (closes 6 July)
 - Mentor appointed to Round 1 mentee
 - Steering Committee quarterly meeting and amendments proposed
 - SMEs to be eligible for Round 2 program (commence September)
 - COVID round mentees eligible for Round 2 (no impact on hours)
 - Feasibility study amendment
- Dirranbandi Thermal Springs
 - Project Management
 - Completion of scope and submission pack for consultancy – conceptual design
 - Request for quotes by consultants for conceptual design work (closed 24 June)
 - Panellist review of proposals (completed 30 June)
 - Liaising with planning re: proposed site
- BROC inland rail update
- Inland rail update to Thallon Progress Association
- Economic Development Update to Dirranbandi Progress Association
- Project update with Murray-Darling Advisory Group
- Progress with Saleyard project – investment group
- SWRED teleconference – carbon farming concerns in the region (regional project)
- Enquiries – solar and retail/wholesale expansion
- Proposing an “entrepreneurial spirit” campaign for Balonne Shire with media showcasing twelve businesses in the shire with legacy marketing collateral
- Services referred and direct assistance to 34 businesses during the month

1.2 Events & Strategic Meetings

- Thallon Progress Association
- DTSDI Meeting (space sector)
- MDB EDP Business Mentoring Committee Meeting
- Regional EDO COVID Recovery projects
- Balonne Shire COVID Recovery
- Dirranbandi Progress Association
- Welcoming City – EDO and CDO national webinar
- Carbon Farming – SWRED Teleconference
- MDAG Meeting – Project Updates
- Adaption Grant assistance webinar for Balonne Shire businesses

1.3 Business Activity and Lead Generation

- Enquiry – expansion of a retail/wholesale operation
- Follow up on investment lead pipeline and priority projects
- Projects emerging from Murray-Darling Basin Economic Development Program Business Mentoring and beautification scheme program. Mentoring projects being reviewed for capital expenditure and feasibility study allocations of the grant funding.

1.4 Reporting

- Project Management – Business Mentoring and Dirranbandi Thermal Springs
- Economy id – Report to Councillors and SLG – shire JobKeeper figures and economic impacts
- QRA – Recovery Plans (Economic)
- Four (4) weekly wrap updates
- Progress Association Updates (2) – Thallon and Dirranbandi
- Project update to Murray-Darling Advisory Group
- May 2020 Economic Development update
- Economic Development Activity report; and
- Investment Summary Report

Summary of activity during the month of June and Year to Date:

Metric	Activity	Notes
New Business enquiries	1	Monthly business enquiries
YTD new business enquires	28	Year to date enquiries

Business engagement meetings	42	Meetings in the month with key stakeholders – service providers, businesses
YTD Business meetings	451	Year to date client and stakeholder meetings
Follow up and value-add services (Referrals)	34	Introductions, webinars, COVID-19 business support information and services, mentoring
YTD Referral services	394	Year to date referrals
Events and strategic meetings	9	Includes conference, chamber/progress associations, ED relevant events and strategic meetings/sessions
YTD Business events	97	
Investments – Pipeline*	69	Pipeline of “Active Projects” (includes some Priority)
Investments announced	2	Investments in month (Library Hub and CUC)
Investments YTD	4	Year to date investments announced in FY
Value of investments	\$5.7m	\$ value of investments in month
Investments \$ YTD	\$7.2m	Total value of investments Year to date in FY
Jobs created	5	Jobs created (estimated) in period

2.0 Investments/Projects

2.1 Existing Priority Projects Updates

Project	Status/Update
Thallon Grain Upgrade	Business cases for CLIP and PEP funding submitted for Stage 3 consideration – Inland Rail for Thallon Line. Mentoring
Thallon Freight Hub	Business cases for CLIP and PEP funding submitted for Stage 3 consideration – Inland Rail for Thallon Line. BROCC update received
Carrot Production	No further update
Mooramanna Feedlot	Exclusion Fencing roll out
Fucheng (Westmar)	No further announcements from the proponents or State Development
Horticulture expansion	Seasonal worker assistance. Mentoring in full swing with projects being identified. Develop value-add project.
Truck Fuel Stop	Nothing further to report
Cluster Exclusion Fencing	Roll out of fencing projects – Special rate scheme and Murray-Darling Funding. Project opportunities starting to emerge from fencing investments.
St George Aerodrome	No further update
St George Meat Processing	Strong interest in micro-abattoir development for the region
Solar Farm St George	Approached by a solar company – considering pre-feasibility

2.2 Investments Realised and Job Creation/Retention

For June, the Library Innovation Hub and Community University Centre projects were announced.

Investments	YTD	Project Value \$	YTD	Jobs	YTD
2	4	\$5.7m	\$7.2m	5	10

2.3 Project Pipeline Status – “Active” Projects (Includes Priority Projects)

Sector	Totals	Estimated timeframe*/stage	Totals
Agriculture	14	Current	5
Aquaculture	3	Mid 2020	3
Education/Training	3	Late 2020	11
Energy	3	Early 2021	8
Food & Feed Processing	6	Mid 2021	3
Health and Medical	1	Feasibility	24
Horticulture	9	Concept	10
ICT	0	Monitoring	5
Manufacturing	3		
Professional Services	2		
Property and Construction	2		
Retail/Wholesale	5		
Tourism	9		
Transport and Logistics	3		
Water	2		
Other	4		
Totals	69	Totals	69

3.0 Economic Development Activity

3.1 New Business Enquiries

In the month of June there was one new business enquiries. In addition to the priority projects, the EDO will continue to follow up and report on existing business enquiries.

Enquiries	Totals	YTD	Sector	Totals	YTD
New	0	19	Agriculture	0	9
Expansion	1	9	Education/Training	0	0
Total	1	28	Energy	0	1
External	0	12	Health and Medical	0	0
Local	1	16	Horticulture	0	4
Total	1	28	ICT	0	1
			Indigenous	0	0
			Infrastructure	0	0
			Manufacturing	0	2
			Property	0	1
			Retail	1	2
			Tourism	0	3
			Transport and Logistics	0	2
			Other	0	3
			Total	1	28

3.2 Client Meetings

During the month, there were 42 Economic Development (online, teleconference and since easing of COVID restrictions, some face to face) meetings of which 18 were external and 24 were local. The purpose of these meetings is to engage and meet with key stakeholders, business champions, investment enablers and investors and business owners directly to promote the shire and identify business opportunities. Professional Services (13), Tourism (6), Not-For-Profit (6) and Retail (5) were the most represented sectors. St George (16) and Dirranbandi (7) were most represented.

Sector	Meetings	YTD	Location	Meetings	YTD
Agriculture	5	81	St George	16	160
Creative	0	1	Dirranbandi	7	66
Education/Training	0	6	Thallon	1	17
Energy	1	1	Mungindi	0	7
10Government	2	46	Hebel	0	5
Health/Medical	0	16	Nindigully	0	3
Horticulture	1	32	Bollon	0	3
ICT	0	6	Brisbane	2	37
Indigenous	0	9	Gold Coast	2	24
Infrastructure	0	3	Goondiwindi	4	12
Manufact/Construct	0	8	Toowoomba	0	24
Not for Profit	6	41	Roma	1	23
Professional Services	13	71	Southern Downs	0	4
Retail	5	48	Western Downs	1	4
Tourism & Sport	6	61	Logan	2	10
Transport	0	6	Queensland Other	2	11
Other	3	15	Western Queensland	0	3
			Melbourne	1	5
			Sydney	1	5
			NSW Regional	1	8
			VIC Regional	0	0
			Canberra ACT	0	2
			South Australia	1	11
			Tasmania	0	0
			Western Australia	0	0
			International	0	7
Total	42	451	Total	42	451

3.3 Referrals

Referrals are regarding introductions to government programs, advisors, mentors and other persons or government programs to assist local business growth and expansion. A total of 34 business to business referrals and support services were recorded in the month of June. The majority of business support was focused on COVID-19 business and agribusiness support/grant funding, mentoring, training, and recovery.

Sector	June 2020	YTD	Notes
Agriculture	5	91	Mentoring and COVID-19 support programs and information (direct)
Chamber & Progress Associations	0	26	Thallon Progress Association
Education & Training	0	6	Training support COVID-19

Environmental	0	0	
Government	0	33	Referral of webinars and support packages
Health & Medical	0	10	Business support and mentoring, COVID-19 Aged care and medical
Horticulture	2	43	COVID-19 support mentoring
Indigenous	0	8	Indigenous programs COVID-19 support
Industrial	0	2	
Manufacturing/construction	0	11	
Not-For-Profit	5	14	Grants, Mentoring, Collateral (NCC), online training, grant application (adaption)
Retail	10	61	Mentoring and grant assistance, online training, grant application (adaption)
Professional Services	0	19	COVID-19 Business support packages and mentors
Tourism	12	57	Grant assistance – adaption and mentoring
Other	0	13	
Total	34	394	

4.0 Events and Strategic Meetings

4.1 Relevant events attended/presented

In June, nine business events were held via videoconference/teleconference and with easing of restrictions, some face to face. Three events focused on COVID-19 support and recovery and three were program updates to key stakeholders.

Event	Date	Purpose
Thallon Progress Association	2-June	ED and Inland Rail Update
DSTDI Meeting (Space)	2-June	Update on Space program State Government
MDEDP Business Mentoring Committee Meeting	10-June	Quarterly committee meeting
Regional EDO COVID	11-June	Regional EDO discussion (COVID recovery programs/projects)
Dirranbandi Progress Association	15-June	Project Updates
Balonne Shire Recovery	17-June	Economic Recovery COVID
Welcoming City Webinar	18-June	Welcoming City Program EDOs
Carbon Farming – SWRED Teleconference	23-June	Regional concerns - carbon farming
MDAG Update	23-June	Update of Murray-Darling projects
Adaption Grant Webinar	29-June	Assistance provided to assist businesses with adaption grant application

4.2 Upcoming and proposed events/meetings

Event	Date	Purpose and Location	Cost
EDO Covid-19 Meeting 2	2-July	Regional discussion ED and COVID-19	nil
Office of the Chief Entrepreneur visit	6-10 July TBC	Visit to St George – innovation and entrepreneurship	TBC
St George Chamber of Commerce	8-July	Chamber regular meeting	nil
ED&P Portfolio	10-July	Monthly ED&P meeting	nil
Space Testing	13-16 July	Rocket program testing	nil
AAM Visit	July TBC	AAM Investment meeting	nil
Mentoring Workshops	July TBC	Business Mentoring	TBC
Investment Attraction Training	22 -July	Attracting investment LGAQ workshops (EDO and Councillors ED&P)	nil

Attachments

Nil

Digby Whyte

Director Environment & Regulatory Services

OFFICER REPORT

TO: Council

SUBJECT: Monthly Report Community and Library Services

DATE: 09.07.20

AGENDA REF: IOCEO3

AUTHOR: Digby Whyte - Director Environment & Regulatory Services

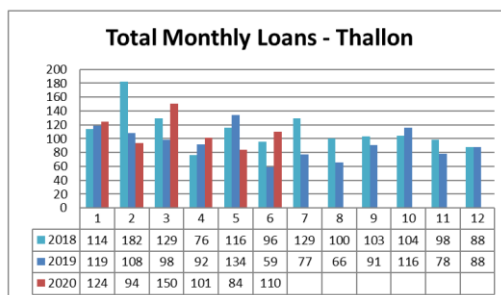
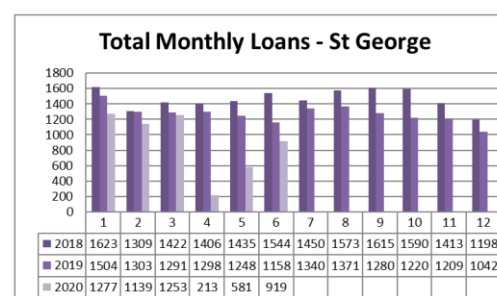
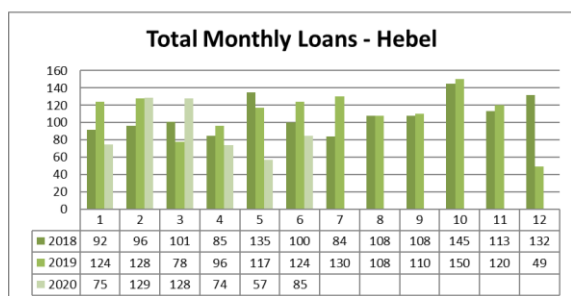
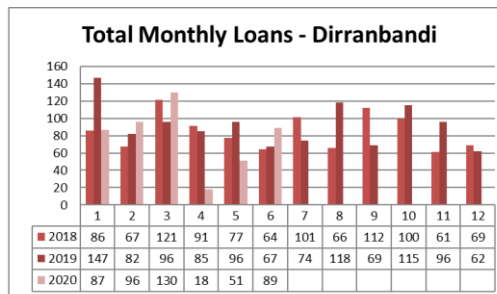
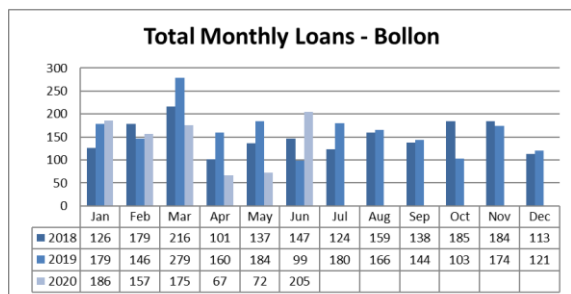
Sub-Heading

Monthly Report for Communities and Libraries by Dani Kinnear, Community Development Officer

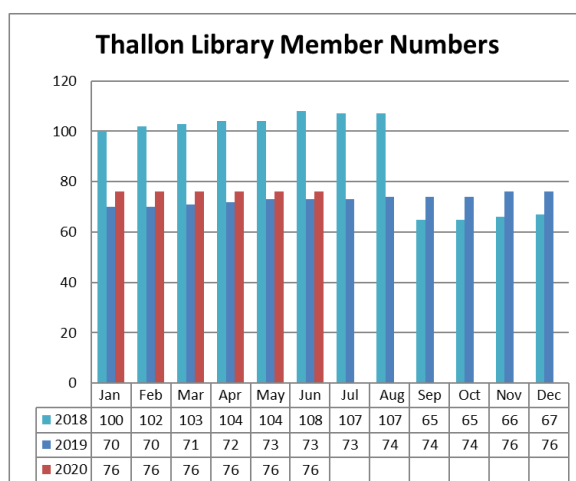
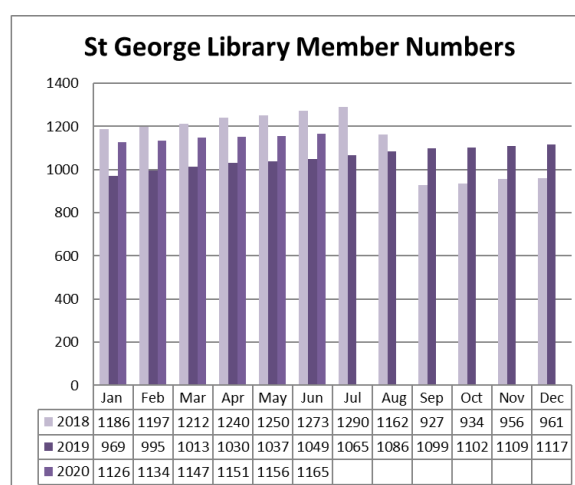
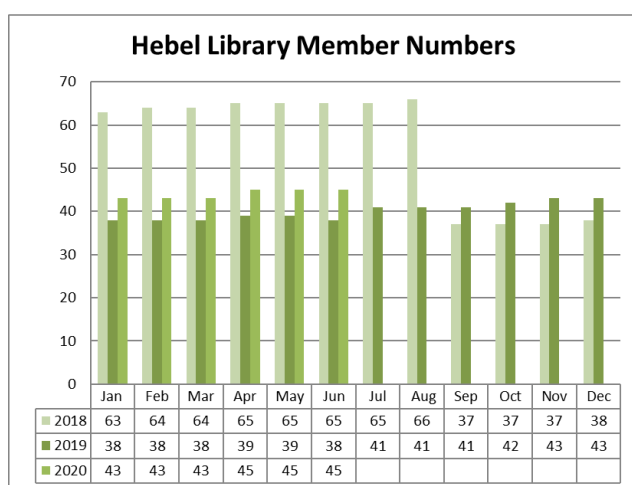
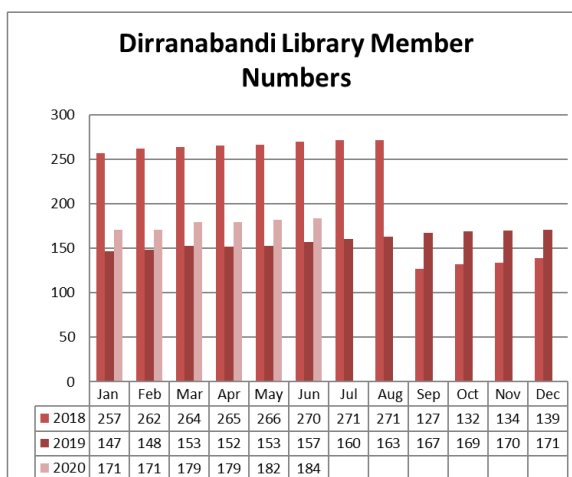
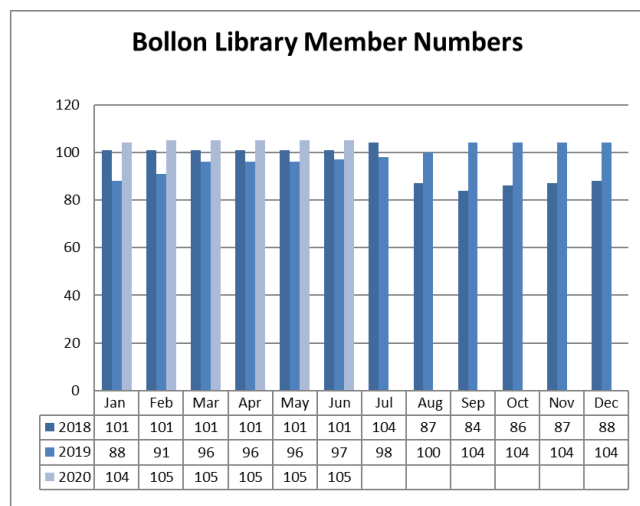
Community and Libraries

Library Services

Total Monthly loans



Total Monthly Membership



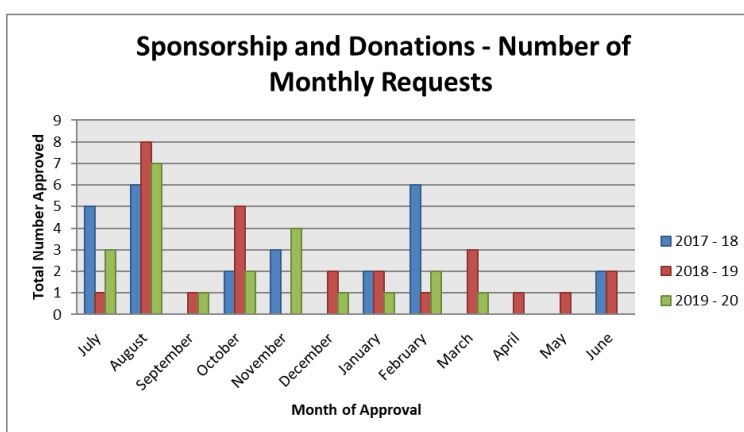
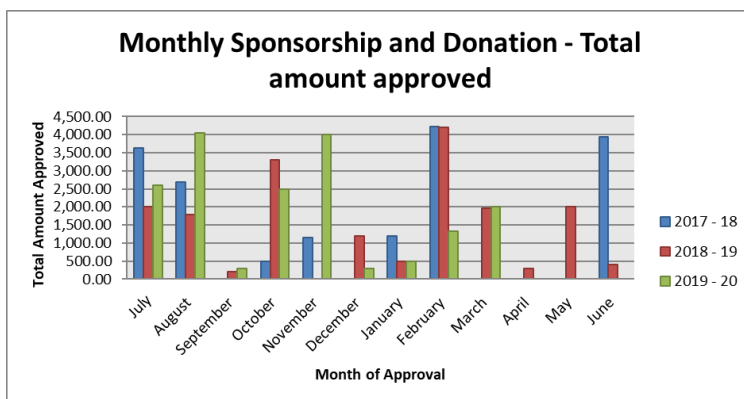
Community Grants and Assistance

Due to COVID-19 there were no community events running in June and Council received no community event sponsorship requests. As restrictions eased the communities' team assisted the local recovery group by supporting community groups and sporting clubs to recommence activity, including information about health directives, funding opportunities and work camp support.

Officers rescheduled and planned community for events such as It's Rocket Science, Legends of the Tour and Opera Eagles Nest, to be held later in the year. Once it was possible to move around the team have been organising "community catch ups" and "Meet the Councillor" sessions in each of the towns. Officers have also been supporting other areas such as media, project support with policy and strategy development, grant rollouts, and media advertising channels.

The Multicultural Development Officer continued with strategy development and planning community consultation. To support a welcoming shire and to encourage more people to move to the Balonne Shire officers are developing a campaign called "Make our place your place" alongside the Tourism initiative "Welcome to our place", along with creating the 2021 community calendar with selected images from the "Welcome to our place" photo competition.

As of 30 June 2020, Council had approved 22 applications for assistance through the Community Grants and Assistance program, totalling **\$17,580** for 2019/20. This compares with 27 applications with a total value of \$17,835 for 2018/19. Applications have on average sought a higher value of funds than the previous year and had the pandemic not occurred, applications may have exceeded the \$20,000 fund. Council also approved 4 requests to fund community traffic management plans totalling **\$5,659**. Council donated \$5,000 towards the youth car restoration project being run by St George Blue Light Association from the 2019/20 Youth Budget.



Attachments

Nil

Digby Whyte

Director Environment & Regulatory Services

(IFCS) FINANCE AND CORPORATE SERVICES

ITEM	TITLE	SUB HEADING	PAGE
ICFS1	<u>GRANTS MONTHLY INFORMATION REPORT</u>	Grants Monthly Information Report – 4 June 2020 – 2 July 2020	112
ICFS2	<u>MONTHLY REPORT DIRECTOR FINANCE & CORPORATE SERVICES</u>	Monthly report for June - Finance and Corporate Services	118

OFFICER REPORT

TO: Council

SUBJECT: **Grants Monthly Information Report**

DATE: 02.07.20

AGENDA REF: ICFS1

AUTHOR: Tiffany Kajewski - Project Officer

Executive Summary

Grants Monthly Information Report – 4 June 2020 – 2 July 2020

Summary

Full Business Case Grant Application Submitted	4
Expression of Interest Grant Application Submitted	2
In Progress Full Business Case Grant Application	0
In Progress Expression of Interest Grant Application	0
Successful Grant Application	0
Unsuccessful Grant Application	1

Attachments

1. 16 July 2020 - Grants Monthly Information Report.pdf [↓](#)

Andrew Boardman

Director Infrastructure Services

Grants Officer - Information Report

4 June 2020 – 2 July 2020

Submitted - Full Business Case Grant Applications

Program	Program Dept	Project	FBC Submitted Date	Amount Applied for \$	Council Funding \$	Other Funding \$	Total Project Cost \$
Get Ready QLD 20-21	Queensland Reconstruction Authority, Qld Government	Guardian Website / Dashboard	26/06/2020	\$10,660.00	\$0	\$0	\$10,660.00
COVID Works For Queensland (W4Q)	Works For Queensland	Regional Tourism Projects	14/06/2020	\$398,000.00	\$0	\$0	\$398,000.00
COVID Works For Queensland (W4Q)	Works For Queensland	Regional Community Projects	14/06/2020	\$282,000.00	\$0	\$0	\$282,000.00
COVID Works For Queensland (W4Q)	Works For Queensland	St George Swimming Pool Splash Park	14/06/2020	\$500,000.00	\$0	\$0	\$500,000.00

Submitted – Expression of Interest Grant Applications

Program	Program Dept	Project	EOI Submitted Date	Amount Applied for \$	Council Funding \$	Other Funding \$	Total Project Cost \$
Growing Tourism IS Fund (GTFI)	Old State Development, Tourism & Innovation	St George Pool Heating	24/06/2020	\$589,500.00	\$20,000.00	\$0	\$606,500.00
Growing Tourism IS Fund (GTFI)	Old State Development, Tourism & Innovation	Balonne River Walks (Bollon & St George)	24/06/2020	\$1,075,520.00	\$40,000.00	\$0	\$1,115,250.00

In-Progress – Full Business Case Grant Applications

Program	Program Dept	Project	FBC Due Date	Amount Applied for \$	Council Funding \$	Other Funding \$	Total Project Cost \$
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Nil

Grants Officer - Information Report

4 June 2020 – 2 July 2020

In-Progress – EOI Grant Applications

Program	Program Dept	Project	FBC Due Date	Amount Applied for \$	Council Funding \$	Other Funding \$	Total Project Cost \$
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Nil

Successful - Full Business Case Grant Applications

Program	Program Dept	Project	Amount Applied for \$	Approved Funding \$	Council Funding \$	Other Funding \$	Total Project Cost \$
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Nil

Successful – Expression of Interest Grant Applications

Nil

Un-Successful – Grant Applications

Program	Program Dept	Project	Amount Applied for \$	Council Funding \$	Other Funding \$	Total Project Cost \$	Date Outcome Received	Feedback Requested	Feedback Received and filed 'magiq number
Building Better Regions Round 4 - Infrastructure	Department of Infrastructure Transport, Regional Cities & Infrastructure, Federal Gov	Transport Corridor Upgrade Whyenbah Road - St George to Dirranbandi	\$6,567,000.00	\$0.00	\$0.00	\$6,567,000.00	Jun-20	YES	Feedback Received – MAGIQ #525316

Grants Officer - Information Report

4 June 2020 – 2 July 2020

GRANTS SNAPSHOT – 2019/20 FINANCIAL YEAR

UNSUCCESSFUL GRANTS REGISTER 2019/20

Program	Program Dept	Project	Amount Applied for \$	Council Funding \$	Other Funding \$	Total Project Cost \$	Date Outcome Received	Feedback Requested	Feedback Received and filed *magiq number
Tackling Tough Times Together	Foundation for Rural & Regional Renewal	Solar Lights - Thallon Campgrounds to Hotel	\$10,000.00	\$0.00	\$0.00	\$10,000.00	Oct-19	Yes	**FRRR called 03/03/2020 - nothing wrong with this particular application, however projects that are potentially more favourable include funding requests 1) by a community group 2) for a community owned asset 3) items utilised by community 4) specific community request. This is dependent on amount of applications received in that specific round. They suggested that it would be a good idea to consider asking community groups to apply if feasible. If not then to show evidence of the community use and support for project. If it is Council asset and Council land explain why Council cannot afford in own budget.
Community Swimming Grants Program	Australian Sports Commission - Federal Gov	Subsidised Swim Session / Lessons	\$10,000.00	\$0.00	\$0.00	\$10,000.00	Jan-20	Yes	**Magiq 137481** In regards to the Balonne Council specifically this application met eligibility requirements and addressed each of our criteria. However, due to the large number of competitive applications it did not proceed to the shortlist stage. Applications that progressed provided strong detail regarding how the activity increased physical activity levels, reduced barriers and addressed sustainability factors to ensure ongoing impact beyond the funded activity.
Rural Aid 10 Towns Makeover Initiative	Rural Aid Australia	Bollon Main Street Beautification Project	Minimum \$100,000 over 5 years	\$0.00	\$0.00	\$300,000.00	Oct-19	Yes	**Magiq 137482** Your application was strong and it is difficult to identify any particular reason/s why your town was not a finalist.
Year of the Outback Tourism Events Program	Department of Premier & Cabinet - QLD Gov	St George Showgrounds Access & Water Upgrades	\$82,500.00	\$7,500 (in-kind)	\$0.00	\$82,500.00	Feb-20	Yes	**Dept called 12/02/2020 stating that even though IS projects were eligible, event projects were assessed more favourably
Activate Infrastructure Initiative	Department of Housing & Public Works (DHPW), QLD Gov	St George Pool - Splash Pad / Pool Heating	\$850,000.00	\$0.00	\$0.00	\$850,000.00	Feb-20	Yes	**Teleconference booked for 3 March 2020
New South Wales Cross-Border IS Fund	Planning, Industry and Environment - NSW Gov	Hebel - Goodooga Road	\$667,460.00	\$0.00	\$0.00	\$667,460.00	Feb-20	Yes	**Magiq 137320** "The NSW government has already committed to funding the upgrade for the NSW section of the road, therefore further NSW government investment cannot be justified"
Thriving Cohesive Communities	Department of Communities, Disability Services & Seniors, QLD Gov	Youth Careers Expedition	\$29,200.00	\$1,000 (in-kind)	\$0.00	\$30,200.00	Mar-20	Yes	Called DSDSS for feedback 25 March 2020 - they will email response to me. Response was never emailed – phone call basically explained there was no apparent reason
SES Support Grant	QLD Fire & Emergency Services, QLD Gov	SES Shed - Safe and Swifter Access	\$51,758.64	\$0.00	\$0.00	\$0.00	Apr-20	Yes	**Magiq 140352 unsuccessful, as the State funding allocation was met with higher priority projects.

Grants Officer - Information Report

4 June 2020 – 2 July 2020

Building Better Regions Round 4 - Infrastructure	Department of Infrastructure Transport, Regional Cities & Infrastructure, Federal Gov	Transport Corridor Upgrade Whyenbah Road - St George to Dirranbandi	\$6,567,000.00	\$0.00	\$0.00	\$6,567,000.00	Jun-20	YES	Feedback Received – MAGIQ #525316
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Grants Officer - Information Report

4 June 2020 – 2 July 2020

SUCCESSFUL GRANTS REGISTER 2019/20 **all amounts are GST Excl. unless stated otherwise												
Program	Program Dept	Project	Amount Applied For \$	Project commence date as per agreement	Project completion date as per agreement	Approved Funding \$	Council Funding \$	Other Funding \$	Total Project Cost \$	BSC Corporate Plan - Community Priority - Please see Key	BSC Corporate Plan Foundation Area - Please see Key	BSC Plans and Strategy Alignment - Please see Key
Tackling Tough Times Together	Foundation for Rural & Regional Renewal	Restoration of Nindigully Boomerangs	\$20,000.00	16/07/2019	15/01/2021	\$19,900.00	\$0.00	\$0.00	\$19,900.00	CP2, CP4	1, 2	EDP, CP, TP&S, TMS
Celebrating Multicultural Queensland Program	Department of Local Government, Racing & Multicultural Affairs	Multicultural Development in the Balonne Shire (MDO Role and Projects)	\$300,000.00	25/10/2019	30/09/2022	\$300,000.00	\$0.00	\$0.00	\$300,000.00	CP1, CP4, CP5	1	EDP, CP, TP&S
Tackling Regional Adversity through Integrated Care (TRAIC)	Department of Health	Building Stronger Communities	\$60,000.00	16/10/2019	31/10/2020	\$60,000.00	\$0.00	\$0.00	\$0.00	CP1, CP2, CP3, CP4, CP5	1, 2, 5	EDP, CP
Advance QLD Engaging Science Grants	Department of Environment & Science (DES), QLD Gov	Balonne - Its Rocket Science	\$7,550.00	27/06/2020	12/07/2020	\$7,755.00	\$0.00	\$0.00	\$7,755.00	CP1, CP3	1, 5	CP
Drought Communities Program \$1m ext Dec 19	Department of Infrastructure Transport, Regional Cities & Infrastructure, Federal Gov	Balonne Community Infrastructure Projects	\$1,000,000.00	1/01/2020	31/12/2020	\$1,000,000.00	\$0.00	\$0.00	\$0.00	2, 4, 5	1, 2, 4, 5	EDP, CP, AMP
Local Government Illegal Dumping Partnerships Program	Department of Environment & Science, QLD Gov	Illegal Dumping Compliance Field Officer	\$154,379.44	9/03/2020	8/04/2021	\$129,460.00	\$0.00	\$0.00	\$129,460.00	CP2, CP4, CP5	1, 2, 3, 4, 5	CP, EDP, TP&S, LDMP, TMS, DWQMP, BP, SRMP, WRRP
Local Government Illegal Dumping Hotspots Grant Program	Department of Environment & Science, QLD Gov	Balonne Illegal Dumping Project	\$57,500.00	27/03/2020	30/09/2021	\$57,500.00	\$8,500 (in-kind)	\$0.00	\$66,000.00	CP2, CP4, CP5	1, 2, 3, 4, 5	CP, EDP, TP&S, LDMP, TMS, DWQMP, BP, SRMP, WRRP

OFFICER REPORT

TO: Council

SUBJECT: Monthly Report Director Finance & Corporate Services

DATE: 06.07.20

AGENDA REF: ICFS2

AUTHOR: Michelle Clarke - Director Finance & Corporate Services

Sub-Heading

Monthly report for June - Finance and Corporate Services

St George Levee

There is only 1 earth levee that remains outstanding and 1 block wall pending signature
4 block wall levees still require follow up

Land matters

Contact made with Grain Corp Thallon to arrange site inspection of fence

IT Vision project

Go Live week for rates, water billing and dog registrations near complete. Receipting of payments are being successfully implemented for these modules. Some outstanding issues still unresolved and escalated with IT Vision for payroll and finance module. End of year roll over completed along with stores implementation and stock take. Phase 2 of the project will be considered and planned once all remaining outstanding items have been resolved.

Governance

- Minutes special meeting 25 June prepared
- Agendas 16 July prepared
- 1 Insurance claim being reassessed as request of claimant
- Insurance asset listing and declarations completed and insurances in places

Grants

- Grants policy revised to include internal audit recommendations
- Internal audit report on grants received (including Council's community grant program)
- Chase up Community Development Grant – Dirran Showgrounds
- Training and relief arrangements while Grants officer on leave
- Final report x 2 submitted
 - NDRP Flood Warning Gauges
 - QDRF – Generators Submitted

- Meetings – Library hub negotiation template
- EOIs submitted for Tourism grants
- Refer to Monthly report on grants 16 July

Complaints

- 1 administrative complaint acknowledged and investigation pending additional information from complainant

Staffing

- Continuing to resolve issues with new payroll system however 3 payment runs all successfully completed with manual work arounds. End of year caused some minor set backs however IT Vision have escalated to resolve
- 1 appointment made in month of June with a number of appointments to commence in July
- SLG met with AWU following their site visit
- 1 disciplinary matter underway
- 1 disciplinary matter pending

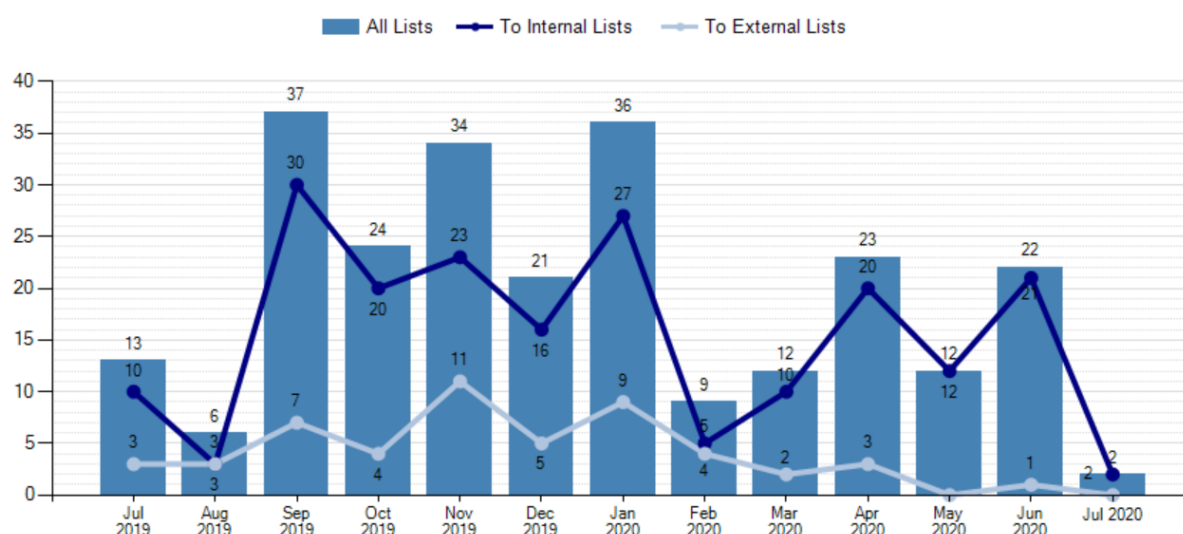
Finance

- Budget 2020/21 – adopted on 25 June and media releases issued, website updated
- End of year processes completed
- Preparing synergy soft with new capital and operational project budgets and work order numbers
- Working with Audit in preparation for their return visit and preparation of financial statements
- Implementing new process for revenue recognition of grant funding
- Rates and charges implemented in the new synergy soft system
- Letters of notification – rates – changes to assessment no. and Bpay as well as 7 year rural rating strategy still pending
- FBT return completed

Procurement

- Wild Dog cluster fence special rate scheme Round 2 approved by Council
- QTC Loan extension approved and complete for Round 2
- Continuing to provide support to ERS for Murray Darling Basin Grant program for procurement for WDEF
- Continuing to support procurement for the Dirranbandi Beautification scheme
- Completed stores/stock take for end of year and completed as many purchase orders for 19/20 and/or rolled over to synergy soft (new system)
- The following graph indicates an increase from the month of May consistent with the Dirranbandi Beautification Scheme and MDB WDEF projects. (Graph as at 6/7/2020)

Requests by internal buyers per month (last 13 months)



Service requests

A total of 209 documents were created in Magiq for service requests for June with 150 completed on time giving a 72% average completion rate. This is a decrease from previous results. 3 compliments were recorded for June.

	January	February	March	April	May	June
Total Documents	53	105	265	276	161	209
Completed on Time	41	71	208	245	114	150
Completed Late	10	6	15	11	10	19
Pending & Overdue	2	28	42	20	37	40
% completed on time	77%	68%	78%	89%	71%	72%
% Completed overall	96%	74%	84%	92%	77%	81%
Target	85%	85%	85%	85%	85%	85%



The new customer service charter is now been completed and implemented.

Other key projects/meetings

Disaster Management – Attended LDMG meetings as required and reviewing Disaster Management Plan, Business Continuity Plan and Pandemic Plan.

Risk module – Completed risk project for studies.

Operational Plan – Adopted at Budget meeting 25 June.

Quarter 4 Performance Report is now due and will be presented to the August council meeting.

Attachments

Nil

Michelle Clarke

Director Finance & Corporate Services

(IIFS) INFRASTRUCTURE SERVICES

ITEM	TITLE	SUB HEADING	PAGE
IIFS1	<u>DEPARTMENT OF INFRASTRUCTURE SERVICE'S MONTHLY REPORT</u>	From the Department of Infrastructure Services - reporting for the month of June 2020.	123

OFFICER REPORT

TO: Council

SUBJECT: Department of Infrastructure Service's Monthly Report

DATE: 07.07.20

AGENDA REF: IIFS1

AUTHOR: Billie Spackman - Administration Officer

Executive Summary

From the Department of Infrastructure Services - reporting for the month of June 2020.

0701-Main Roads Works

- Maintenance work carried out during the month on behalf of Transport and Main Roads (TMR) is detailed in the attached RMPC Supervisor's report.
- Design for the realignment of the Thallon Bridge commenced in November 2018. Work commenced early January 2020. Prime seal and 14/10 double seal were completed late June 2020. Rock protection is ongoing. Signage delineation, grass seeding and gypsum spreading due for completion by end of July 2020.

0702-Private Works

- Nil

0400-Council Roads / Streets / Bridge Work

- Maintenance work is detailed in the attached Works Supervisor's report.
- Local road maintenance is on hold until lodgement of flood damage works has occurred with the Queensland Reconstruction Authority.

0440-Aerodromes

- Nil

0450-Plant and Equipment

- Details are included in the attached Workshop Supervisor's report.

0510-Housing

- Nil

0520-Recreation and Sport

- Maintenance work is detailed in the attached Town Works Supervisor's report.
- Dirranbandi Multi Sports fencing was completed early June 2020 with irrigation, and artificial turf in progress

0521-Swimming Pools

- Nil

0530-Parks and Gardens

- Nil

0535-Halls/Civic/Cultural Centres

- Routine maintenance is ongoing.

0555-Showgrounds

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

0615-Cemeteries

- Maintenance work is detailed in the attached Town Works Supervisor's report.
- Routine maintenance and mowing are ongoing.

0620-Street Cleaning

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

625-Public Conveniences

- Maintenance work is detailed in the attached Town Works Supervisor report.

4000-Urban Wastewater

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

5000-Urban Water

- Maintenance work is detailed in the attached Town Works Supervisor's report.
- Monthly consumption figures are given in the attached reports.

Capital/Special Maintenance Works Progress

- Nil

Meetings / Training

- Weekly IS Meetings

Current Tenders

- Nil

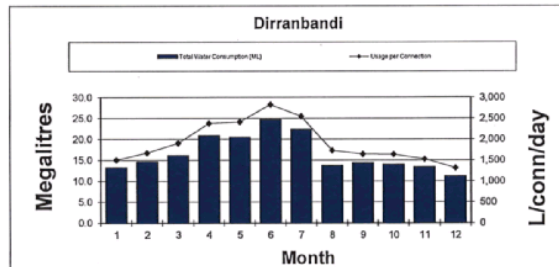
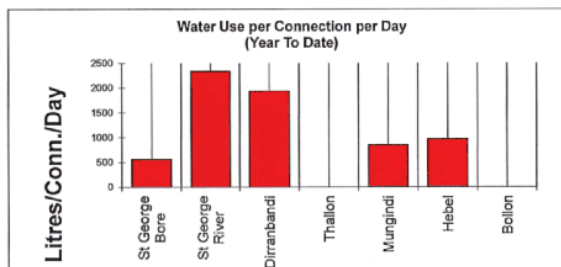
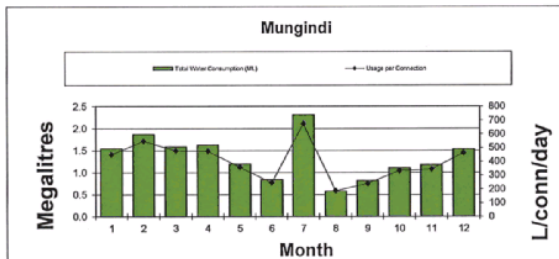
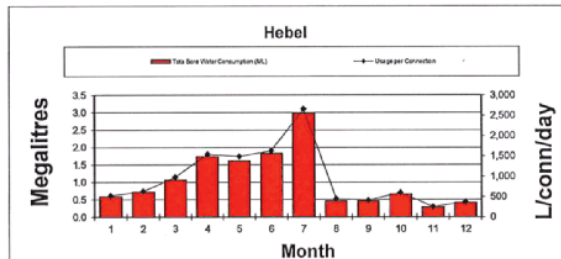
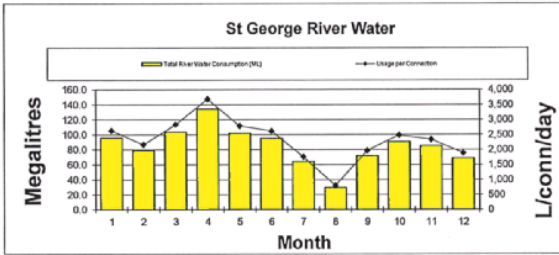
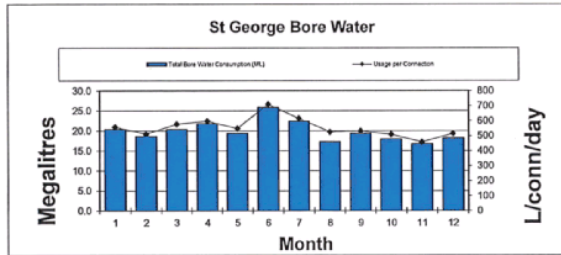
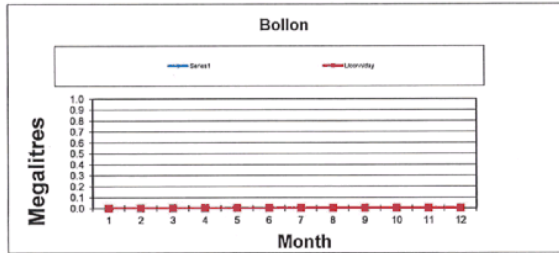
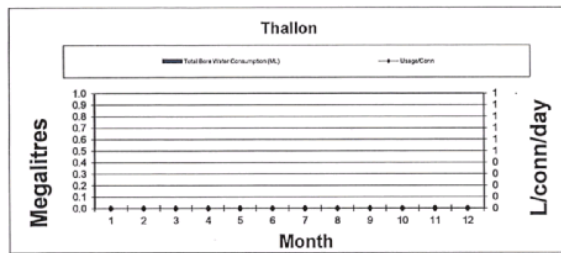
Attachments

1. Balonne Shire Council Water Usage 2019-2020 - Period Ending 30 June 2020.pdf [↓](#)
2. Plant Maintenance Report - Period Ending 30 June 2020.pdf [↓](#)
3. Road Construction Report - Period Ending 30 June 2020.pdf [↓](#)
4. Town Maintenance Report - Period Ending 30 June 2020.pdf [↓](#)

Andrew Boardman

Director Infrastructure Services

BALONNE SHIRE WATER USAGE 2019/20



Report of Workshop Supervisor - P. Gluzde

Period Ending 30/06/2020

392 MISCELLANEOUS PLANT		Carry out repairs to small equipment.
394 SLASHERS (TRACTOR DRAWN)		Carry out repairs to slasher.
1508 Toyota Prado GXL GXL 522-VXV Overseer	181,825 Kms	Carried out 180,000km service as per coupon.
2509 Ford Ranger 4X2 361VKZ W&S	100,721 Kms	Carried out 100,000km service as per coupon, strip, clean and adjust rear brakes, carry out diagnostic checks and repair and clear faults.
2510 Toyota Hilux 4x2 XTRA - 984WSF - D Dwyer.	79,697 Kms	Carried out 80,000km service as per coupon and repair lights.
2513 Holden Colorado LS 4x2 786WQX	140,990 Kms	Carried out 140,000km service as per coupon, strip, clean and adjust rear brakes, repair wiring for spotlights.
3021 COLORADO 4X4 UTILITY 252SWR	189,021 Kms	Carried out 190,000km service as per coupon, strip, clean and adjust rear brakes and repair wiring for spotlights.
3515 Toyota Hilux XCab 4X4 141TZJ Hempstead	139,556 Kms	Carried out 140,000km service as per coupon, replace front and rear suspension and have performed a wheel alignment reset.
3518 Holden Colorado - Single Cab - 519VJB	119,939 Kms	Carried out 120,000km service as per coupon, strip, clean and adjust rear brakes and carry out repairs to the bull bar.
4013 Toyota Hilux 4x4 D/Cab SES STG QGG-Y25		Replace spotlights with LED lights.
4017 Hilux 4x4 D/Cab 927TCU - Ben Gardiner	151,006 Kms	Carried out 150,000km service as per coupon and replaced wheel studs and nuts.
4018 Toyota Hilux 4x4 Dual Cab		Checked rear suspension, replace front and rear suspension and have performed a wheel alignment reset.
4019 Toyota Hilux Dual Cab 4x4 - R Steadman	167,222 Kms	Check reason for the horn not working and replace the clock spring in the steering column.
4020 Toyota Hilux 4X4 D/Cab - Grader	150,742 Kms	Carried out 150,000 km service as per coupon, strip, clean and adjust rear brakes, replace left hand tie rod end and adjust front wheel tow-in.
5004 ISUZU FRR TRUCK 697-MRY RMPC	201,321 Kms	Repair rear mud guards. Carried out 200,000km service as per coupon, repair hydraulic leak and top up auto greaser.
5008 ISUZU FRR600 CREW 108RRN	159,279 Kms	Replace tail light fuse and test system.
5009 ISUZU FRR600 TRUCK 840-MEM MTCE		Test drive truck and test the clutch and gear box. Gear box changing and jumping out of the gear.
5018 ISUZU FTR900 DC 250WNY		Check tail lights, replace fuse and re-tested.

Report of Workshop Supervisor - P. Gluzde

Period Ending 30/06/2020

5507	JD 670G Grader 26707C	
7,520.0 Hrs	Repaired hydraulic leak at the hose end.	
5508	Cat 12M Grader 34862C Kingston	
5,834.0 Hrs	Replace air intake heater relay and test and repair damaged grease lines.	
5,757.0 Hrs	Carried out 250hr service as per manual, SOS engine oil, adjust moldboard, clean radiators and check fault code.	
5510	CAT 12M GRADER 37658C	
4,554.0 Hrs	Carried out 50 hour service as per the manual, SOS all oils, adjust moldboard and clean radiators.	
6005	Case Maxfarm 60 Tractor 08275C	
	Grease tractor lube points and performed general check over.	
6006	JD5085M Tractor 20898C	
2,281.0 Hrs	Replace battery and check charge rate, repair beacon light and top up transmission oil	
6501	VOLVO BL71 BACKHOE C94648 STG	
4,872.0 Hrs	Replace leaking hydraulic hose in joy stick controls and top up oil level.	
6502	TEREX TRACKLOADER - SKID STEER	
3,249.0 Hrs	Carried out 250hr service as per manual, replace tracks and damaged bottom rollers and replace the drive rollers.	
7001	AMMANN AP240T3 ROLLER GEORGE KEMP	
6,728.0 Hrs	Replace battery and check charge rate.	
6,748.0 Hrs	Check oil leak at the diff, top up oil level for transportation to the workshop.	
7511	FERRIS IS5100Z MOWER - DIRRANBANDI	
1,021.0 Hrs	Repair fault with the hydrostatic drive, adjust lever controls, repair hand brake and rotate drive tyres.	
7520	Ferris Zero Turn Mower - IS2100Z	
	Replace cutting blades and check deck engagement clutch.	
7521	Ferris 1S51002 Zero turn 72" Mower	
296.0 Hrs	Re-fit deck drive belt.	
8007	Portable Traffic Lights CV6465	
	Replaced batteries.	
8012	PORTABLE TRAFFIC LIGHT DF7294	
	Check batteries and light function.	
8013	PORTABLE TRAFFIC LIGHT DF7295	
	Check batteries and light function.	
8016	AUSTECH PUMP TRAILER 246QSU	
	Carry out repairs to the jockey wheel and trailer plug.	
8021	SKID STEER TRAILER	
	Prepare trailer for machinery inspection, repair lights, checked wheel bearings and replaced tyres.	
8504	Howard EHD21052 201M Slasher	
	Replace bolts in blade cutter bar.	
	Change cutting blades on the slasher at Hebel.	

Report of Shire Supervisors Road Construction for Period Ending 30/06/2020

0 PRIVATE WORKS

Installation of entry signs on every main road boundary.

14 35A - Moonie Highway (Dalby to St George)

MRD Road

Shoulder grading for RMPC completed.

Slashing on the Moonie Highway.

15 36A - Balonne Highway (St George - Bollon)

MRD Road

Replacing guideposts on the Balonne Highway.

Jetpatcher surface correction of edges on the Balonne Highway in various locations.

16 36B - Balonne Highway (Bollon - Cunnamulla)

MRD Road

Shoulder grading for RMPC completed.

Tree clearing completed.

19 355 - Mitchell - St George

MRD Road

Stabilisation of the Mitchell Road.

22 Thallon-Noondoo

MRD Road

Tree clearing completed.

Stabilisation of the Thallon-Noondoo Road.

Report of Balonne Shire Town Works

30/06/2020

St George

Footpath	Cleaning and maintenance was ongoing.
Town Streets	Street sweeping and rubbish removal was ongoing. Tree maintenance program is on going. Footpath repairs on going.
Aerodrome	Inspections and maintenance were ongoing as required.
Rowden Park - St G	Cleaning of facilities, mowing and weed eating of grounds was on going as required.
Riverbank Park - St.	The Rock Wall below the Riverview on the River Foreshore is ongoing. Mowing and whipper snipping was ongoing. Rotary Park playground synthetic grass is to be installed early July 2020.
Parks & Gardens	General maintenance of all parks was ongoing. Mungindi shade structure was completed.
Showgrounds	Maintenance work was on going.
Cemetery	Mowing and weed eating of grounds was on going.
Public Toilets	Cleaning and maintenance was ongoing.
River Water	The reticulation system is operating ok. Routine maintenance and operations continuing. No services were needed to be repaired.
Bore Water	The reticulation system is operating ok. Routine maintenance and operations continuing. Three services were repaired and replaced/repaired two asbestos/cast iron mains. Capital works water main job on the Terrace completed. patching has been completed. Completed tee valves on the Victoria Street main.
Other	Levee Banks maintenance ongoing.

Thallon

Town Streets	Mowing and whipper snipping at Thallon and Nindigully. Completed slashing fire breaks around Thallon. Completed slashing Daymar-Thallon Road. Removed a dead dangerous tree from Nindigully.
Works Depot	All plant and equipment was serviced and cleaned. Completed cleaning the depot yard and shed.
Parks & Gardens	Completed mowing and whipper snipping of parks in Thallon and Mungindi. Tree trimming at Thallon park completed. Removed the old noticeboard from the park and relocated it to the sportsground. Installation of a new fence in Thallon park is still in progress.
Cemetery	Mowing and whipper snipping completed. Rip up road on the Graincorp land and complete a new road into the cemetery on council's land.
Public Toilets	Cleaning of all toilets in Thallon and Mungindi. Toilets at Nindigully were cleaned by a contractor.
Rubbish Dump	Completed pushing up the green waste and scrap metal. Completion of removing the green waste and compaction of green waste. Slashing of the road to the rubbish dump.
Bore Water	Meter reading from Moree Plains Shire was completed.
Thallon Sports Grou	Mowing and whipper snipping completed. Installation of noticeboard at campground in progress. Installation of new pipes in the campground completed.

Dirranbandi

Footpath	Mowing and weed trimming continuing.
Town Streets	Sweeping of main street and emptying of bins completed. Mowing around the streets and weed trimming.
Works Depot	Mowing and weeding of the council yard completed. Cleaning of toilets and showers completed. Council yard maintained. Tag and testing completed.
Aerodrome	Aerodrome inspections and maintenance continuing. Mowing and poisoning around lights.
Parks & Gardens	Mowing and watering continued. Weed trimming and mowing of parks.
Showgrounds	Maintenance, mowing and weed trimming continuing. Irrigation system trenching has been started and the pump has been hooked up to the pipe work. Power has been connected to the pump and is waiting for a test run.
Cemetery	Slashing and mowing continued. Dug a grave, backfilled grave and setup for a funeral.
Public Toilets	Inspection and cleaning continued.
Sewerage	Sewerage pump stations all working well. Inspections and cleaning of wet wells continued. Mowing and poisoning of pump sewerage station yards.
Rubbish Dump	Weekly pushing up of the rubbish dump, green waste and scrap steel areas. Picked up rubbish around the dump. Landfill clean up for the new tower work has been completed and the old litter fence has been pulled down and reassembled again in the new area. Gravel has been laid around the dump area for the turning point.
Treated Water	Daily maintenance and inspections continued. Mowing of water pump station. Water testing continued. Poisoning around fences and ponds. New cooling plant for bore work has commenced. Cement pad and piping has arrived, just waiting for the building to arrive. Tag and testing completed.
Other	The Civic Centre has been mopped and cleaned. Work is continuing on the outside toilet at the Civic Centre and is nearly completed. Tag and testing at the Civic Centre. Pool has re-opened after COVID 19 closure and working well. Water testing of the pool has been completed daily. Tag and testing at the pool has been completed. Tag and testing completed at the Sports Centre and Tennis Club.

Hebel

Town Streets	Travelled to Hebel to empty rubbish bins weekly and complete any jobs that needed to be done. Cut and remove dead trees and stumps and backfill holes.
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Report of Balonne Shire Town Works

30/06/2020

Parks & Gardens	Mowing and weed trimming continuing. Removed old broken bollards.
Showgrounds	Nil
Cemetery	Cleaned up fallen branches and debris around the yard and remove tree stumps.
Public Toilets	Travel to Hebel to clean toilets weekly and empty bins.
Other	Weekly cleaning of the toilets and shower block at the Civic Hall. Replaced the hot water system valve at the Civic Hall. Library roller door replaced. Extended drainage system off the library roof. Backfill the sink hole around the sewerage tank with sand at the library.
Bollon	
Town Streets	The sweeper has swept the gutters. Repaired patching in Wallam Street, Mary Street and William Street. Sweeper swept gutters. Repair patching in Wallam Street, Mary Street and William Street. There are leaks in the service line on Main Street from the main feed leaks in Mary/Wallam Street valve needing to be repaired.
Aerodrome	Fencing completed around the airstrip.
Parks & Gardens	Walter Austin Park project has been completed. Washing down of the Wallam Creek pathway is continuing.
Showgrounds	Repairs to the old ablution block has been completed. The area for the new toilet/shower has been decided. Land cleared to allow for more parking. Leaking mains to be repaired.
Other	The Civic Centre 65KVA Generator has been installed and completed.

(IERS) ENVIRONMENT & REGULATORY SERVICES

ITEM	TITLE	SUB HEADING	PAGE
IERS1	<u>MONTHLY REPORT</u> <u>ENVIRONMENT AND</u> <u>REGULATORY SERVICES</u>	The Environment and Regulatory Services Report for the month of June 2020 is presented for Council's information by Council's planner.	132

OFFICER REPORT

TO: Council

SUBJECT: Monthly Report Environment and Regulatory Services

DATE: 05.07.20

AGENDA REF: IERS1

AUTHOR: Michelle Walters - Administration Officer

Sub-Heading

The Environment and Regulatory Services Report for the month of June 2020 is presented for Council's information by Council's planner.

PLANNING AND DEVELOPMENT APPROVALS

Value of Building Works

\$2,329,013 Value of building applications approved by Council certification this financial year

\$537,154 Value of building applications approved by private certification this financial year

\$2,866,137 Total value of building certifications approved this financial year

Council's building certifier approved building applications to the value of \$1,133,433 for June 2020:

BA No	Applicant	Owner	Address	Lot & Plan	Builder	Class	Description	Value of Works	Approval Date
5206	Josh Vickers	Paul Arnall	12733 Carnarvon Hwy ST GEORGE	24RP90511 9	Josh Vickers	8	Micro Abattoir	\$47,741	29.06.20
5208	Gillebri Cotton	Gillebri Cotton	530 Bundoran Rd, ST GEORGE	157RP8408 38		8	New Packing Shed	\$1,006,800	29.06.20
5220	Josh Vickers	Maranoa Mechanics	10 Beardmore Place, ST GEORGE	7rp211972	Josh Vickers	8	New Shed	\$63,892	29.06.20
5221	Thallon Progress Association	Balonne Shire Council	Pine St, THALLON	90BLM764	Advanced Shade Systems Pty Ltd	9b	Shade Structure	\$15,000	29.06.20

Development Applications

Council's planner Fiona Macleod recommenced part time following maternity leave. Maranoa Regional Council planners remain engaged to service additional workload. Development applications ready for Council decision are reported separately.

- A development application for material change of use (MCU) 176 was received from the owners for “caravan park” at 77 Whytes Road, St George. The application is on hold.
- A development application for material change of use (MCU) 177 was received from the owners for “health care services (dental clinic) at 112-116 Alfred St, St George. The application is at the decision stage.
- Discussions have been held with FSG and their consulting planner re application for multiple telco towers associated with the Shire digital connectivity program.

ENVIRONMENTAL SERVICES

Natural Environment:

- General health inspections were carried out.
- There were no notifiable diseases reported during June 2020.
- There was one food recall actioned in June 2020.

Local Laws:

- Local Law signage ordered for Council vehicles with key messages eg payment for permits and licences.

Public Health:

- Council’s business taskforce team has been working with businesses in relation to COVID 19 Pandemic plans and expectations.
- The Queensland Road Map Stage 3 relaxing of restrictions will begin on 3 July 2020.
- Council has helped promote community awareness by undertaking media clips on safe practices during COVID-19.

Wastewater Services:

- Wastewater analysis continues each month.

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:

- All waste practices continue at a high standard at the St George Landfill.
- The illegal dumping of tyres project funded by the Department of Environment is currently underway.
- Mr Spencer Hodge has been appointed as Council’s Environmental Field Officer.
- Cameras and signage have been installed at known hotspots.
- A contractor has been appointed to collect all the illegally dumped tyres located on road reserves, public land, and gravel pits. This is to be undertaken in July/August 2020.

St George landfill

- The landfill site is presently operating in a reasonable condition.
- A new gravel area has been finalised in the greenwaste area.
- A new carboard burning area has been constructed to ensure better WPH&S practices.

Dirranbandi landfill

- The landfill site is presently operating in a reasonable condition.
- Bi-monthly maintenance has been carried out at the site.
- The new FSG telco tower site has been cleared.
- The litter fence and has been moved and cleared around the trench.

Thallon landfill

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

Bollon landfill

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

Hebel landfill

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

Nindigully landfill

- New signage has been received and will be erected in early July 2020
- The new bin transfer station is working well with the community of Nindigully

RURAL LANDS AND COMPLIANCE

Biosecurity and Environment

- QMDC rangers sprayed parthenium on Stock Routes in various locations (picture near Balonne River. Purple area sprayed).
- Field visit to Moombah inspecting Harrisia Cactus.
- Communities Combating Pests and Weed Impacts During Drought (CCWI) weeds grant.
 - Officers have nearly completed landholder phone survey results.
 - All spray units have been purchased and have been delivered to the Depot.



Wild Dog Exclusion Fencing (WDEF)

- Special Rate Scheme Round One: All landholders had their Work Health and Safety sign off's through April and May. Most landholders have now received all their materials and are commencing construction.
- Special Rate Scheme Round Two: Mapping, rates assessments and title searches are being worked through to commence the initial meetings in July.
- Communities Combating Pests and Weed Impacts During Drought (CCWI) WDEF grant: Most landholders are well advanced in construction. Officers have inspected all landholders still in the construction phase and issued those who have completed their practical completion letters.
- Murray Darling Basin Economic Development Program WDEF grant: 16 of the 31 landholders are now signed up with 6 more scheduled for the beginning of July.
- Regional Economic Diversification Program WDEF grant. Clusters are progressing with all now above 50% completed. Some resolution required for fencing unformed roads.

Stock Routes

- All stock route capital program completed (picture of trough at Burgorah water facility)
- Rolling inspections of stock route facilities.
- The drover is now off the network.
- Water facility inspections and repairs are ongoing.
- Town commons and stock routes were graded for fire risk management.
- 64 Wild Dog Scalp destroyed for the month.
- 1080 training conducted for the Rural Services Officers from Balonne Shire and adjoining Shires (pic).
- Compliance issue with the Mungindi Town Common being utilised without permissions.
- Wild Dog baiting: Officers have distributed 380kg of wild dog meat bait to landholders.
- Stray beast removed from stock route network.
- New signage installed at night yards.
- Input to LGAQ re stock route policy



Compliance/Local Laws

- 9 Dogs Surrendered
- 4 dogs found wandering & reunited with owner/s, 1 in Dirranbandi
- 1 dog private seizure and owner unknown
- 9 dogs rehomed via rescue service (picture)
- 2 dogs impounded and 1 dog under observation.
- 3 Kittens surrendered to Council and rehomed through RSPCA
- 1 welfare case with officers liaising with DAF
- 2 cases of undertaking prescribed activity without approval being investigated
- Keeping condition checks in line with Local Law Minimum Standards
- Pressure pump and holding tank installed at pound
- Dog registration commences 1 July with A5 registration flyer generated and vehicle signs ordered



Financial and Resource Implications

Capital construction on stock routes (funded by DNRME) complete, with operations progressing within approved budgets.

Attachments

Nil

Digby Whyte

Director Environment & Regulatory Services