



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 17th September 2020

Commencing at 9.00am

Table of Contents

ORDER OF PROCEEDINGS.....	2
MEETING BUSINESS BY CORPORATE FUNCTION	3
(OCEO) OFFICE OF THE CEO	3
(FCS) FINANCE AND CORPORATE SERVICES	62
(IFS) INFRASTRUCTURE SERVICES	200
(ERS) ENVIRONMENT & REGULATORY SERVICES	211
CONFIDENTIAL ITEMS.....	440
INFORMATION REPORTS.....	441
(IOCEO) OFFICE OF THE CEO	441
(IFCS) FINANCE AND CORPORATE SERVICES	473
(IIFS) INFRASTRUCTURE SERVICES	486
(IERS) ENVIRONMENT & REGULATORY SERVICES	502

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 20 August, 2020.**
6. **Declaration of Conflicts of Interest**
7. **Deputations**
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>AUSTRALIA DAY AWARDS 2021</u>	Australia Day Awards to be held in Dirranbandi in 2021	4
OCEO2	<u>DONATION REQUEST - DIRRANBANDI POLOCROSSE</u>	Dirranbandi Polocrosse have requested a financial donation for the 2020 Dirranbandi Polocrosse Horsemanship School.	7
OCEO3	<u>RADF APPLICATION FOR FUNNY MUMMIES COMEDY GALA.</u>	RADF Application for Funny Mummies Comedy Gala.	15
OCEO4	<u>TOURISM BRANDING STRATEGY</u>		28

OFFICER REPORT

TO: Council

SUBJECT: Australia Day Awards 2021

DATE: 04.09.20

AGENDA REF: OCE01

AUTHOR: Dani Kinnear - Community Development Officer

Sub-Heading

Australia Day Awards to be held in Dirranbandi in 2021

Executive Summary

Australia Day Awards are presented annually to citizens and groups who have made noteworthy contributions to their local community.

Background

Nomination for the 2021 Australia Day Awards are open as of Monday 14th September 2020 and close on Friday 27th November 2020. Letters to community organisations, Social media posts and an advert in the local paper will go out to call for Australia Day Award nominations. Council sponsors nine awards:

- Citizen of the Year Award (over 18 years)
- Young Citizen of the Year awards (under 18 years)
- Community Event Award
- Community Service Award
- Sports Achievement Medallion (over 18 years)
- Sports Achievement Medallion (under 18 years)
- Sports Achievement Medallion (Administrator, etc)
- Cultural Achievement Medallion (over 18 years)
- Cultural Achievement Medallion (under 18 years)

An independent panel consisting of community members from, Bollon, Hebel-Dirranbandi, Thallon-Mungindi, and St George assess and judge the nominations.

Some years ago, Council adopted a recommendation to rotate the official Australia Day Celebrations between the various towns throughout the Shire. Every second year the celebrations are held in St George with the alternative years' celebrations rotating between Bollon, Thallon and Dirranbandi (e.g. Bollon; St George; Thallon; St George; Dirranbandi; St George). 2021 awards are to be held in Dirranbandi.

When the celebrations are not held in St George, Council provide the hosting community group with financial assistance of \$2,000.00 to assist with the costs of the celebrations. Council also offers support of \$200.00 to each of the non-hosting towns if they choose to host a localised event.

Each year Council applies for an Australia Day Ambassador to attend the official celebrations. Council is yet to be advised of when to put our expression of interest in for the 2021 Ambassador for Balonne.

Link to Corporate Plan

Key Foundation Area	Key Program Area
<u>Community</u>	Healthy and active lifestyles

Consultation (internal/external)

Balonne Shire Communities Team

Legal Implications

Not Applicable

Risk Implications

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

Policy Implications

Not Applicable

Financial and Resource Implications

- \$2,000.00 to assist the hosting community group with celebration costs.
- \$200.00 each to the non-host towns (Thallon, St George & Bollon) to assist with smaller localised celebrations. Total \$600.00
- Australia Day Ambassador (as per the requirements of the Australia Day Ambassador Program)
 - Accommodation and meals for the ambassador and companion.
 - Gift
- Awards for the day including engraving and certificate writing
- Decorations for the day

Provisions for the Australia Day celebrations have been included in Council's Community Events Program.

Options or Alternatives

Not Applicable

Attachments

Nil

Recommendation/s

That:

1. Council notes officer's report
2. Council endorses the use of an independent panel consisting of members of the community from Bollon, Hebel-Dirranbandi, Thallon-Mungindi, and St George, for the assessment and judging of the Australia Day nominations.

3. Council approves the funding for the host town of \$2,000 and for the non-hosting towns of \$200 each with a total of \$2,600 from Council's Community Events Program.

Matthew Magin
Chief Executive Officer

OFFICER REPORT

TO: Council

SUBJECT: Donation Request - Dirranbandi Polocrosse

DATE: 04.09.20

AGENDA REF: OCE02

AUTHOR: Dani Kinnear - Community Development Officer

Sub-Heading

Dirranbandi Polocrosse have requested a financial donation for the 2020 Dirranbandi Polocrosse Horsemanship School.

Executive Summary

This month Council has received one (1) request from the Community Grants and Assistance Program. This being a donation request from Dirranbandi Polocrosse for the 2020 Dirranbandi Polocrosse Horsemanship Clinic.

Background

The Dirranbandi Polocrosse club is hosting a horsemanship clinic for their members on the 19th and 20th of September. With this COVID 19 pandemic this workshop will be the first time this year the club has gathered, as all polocrosse events were cancelled in 2020.

This clinic will help with the development and upskilling of the horses and riders for the 2021 season. In this current pandemic, it will also help with the rise in poor mental health from the lack of socialisation, gatherings, and physical activity restrictions. It will give members a chance to focus on something other than the pandemic and previous years of drought. It is anticipated that 20 Dirranbandi Polocrosse members will be attending the clinic.

The funds will be utilised to subsidise the cost of the horse trainer and food for the weekend, ensuring all members benefit from this event.

Members of Dirranbandi Polocrosse are covered by the QLD polocrosse Association for insurance. In the application form under the budget section, the \$960 in-kind support listed, is a financial contribution by the Dirranbandi Polocrosse Club and should have been noted under "other revenue".

Dirranbandi Polocrosse have requested a donation of \$3,000 towards the 2020 Dirranbandi polocrosse horsemanship Clinic.

Link to Corporate Plan

Key Foundation Area	Key Program Area
<u>Community</u>	Healthy and active lifestyles

Consultation (internal/external)

Joe Banks – Dirranbandi Polocrosse

Tom Perkins – Dirranbandi Polocrosse

Legal Implications

Not Applicable

Risk Implications

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

Policy Implications

Community Grants and Assistance Policy

Financial and Resource Implications

The Community Grants and Assistance program has an approved annual budget of \$60,000 for Community grants and assistance which includes traffic management sponsorship. To date Council has committed **\$1,370.60** from this budget for 2020/21 financial year.

Dirranbandi Polocrosse have requested \$3,000 as a donation towards their Annual 2020 Dirranbandi Polocrosse Horsemanship School.

Council has sufficient funds in the 2020/21 Community Grants and Assistance budget to donate to Dirranbandi Polocrosse, however it is recommended to donate \$2,000. Over recent years Council has sponsored community organisations for smaller events and workshops up to \$1,000, unless it is a larger or specialty event that would attract and support the wider community, where Council has then sponsored between \$2,000 and \$3,000. Due to the COVID 19 pandemic, not many events are running, which means less sponsorship requests. The importance for community to gather and the development of the players and allowing the polocrosse community to come together especially since there has been no competition, is the reason that an increased amount of \$2,000 is recommended for this smaller event.

Annual Budget – Community Grants and Assistance including Traffic Management Sponsorship		\$60,000
Less approved/allocated requests	\$1,370.60	
Less pending requests		
Dirranbandi Polocrosse	\$2,000	
Total remaining		\$56,629.40

Options or Alternatives

1. Council donates \$2,000 to Dirranbandi Polocrosse for the 2020 Dirranbandi Polocrosse Horsemanship School from the 2020/21 Community Grants and Assistance Budget.

2. Council donates \$3,000 to Dirranbandi Polocrosse for the 2020 Dirranbandi Polocrosse Horsemanship School from the 2020/21 Community Grants and Assistance Budget.

Attachments

1. Donation Request - Dirranbandi Polocrosse [↓](#)

Recommendation/s

That Council resolves to donate \$2,000 to Dirranbandi Polocrosse for the 2020 Dirranbandi Polocrosse Horsemanship School from the 2020/21 Community Grants and Assistance Budget.

Matthew Magin
Chief Executive Officer



Community Grants and Assistance Application Form

Section 2: Project/Event/Activity Details	
Event/Project Name:	Dirranbandi Polocrosse Horsemanship School
Event/Project Location:	Dirranbandi Showgrounds
Event/Project Date:	19/09/2020 to 20/09/2020
Assistance type:	<input type="checkbox"/> In Kind Support <input checked="" type="checkbox"/> Donations (up to \$3,000) <input type="checkbox"/> Sponsorships (up to \$3,000) <input type="checkbox"/> Fee waiver (over \$1,000) Note: Requests up to \$500 - CEO approval and over \$501 - Councillors Approval
Estimated Value Sought:	\$3,000 Note: please complete Section 4: Budget, if requesting over \$1000
Brief Description of Event/Project - including what the funds will be used for (Max 250 Words):	<p>The Dirranbandi Polocrosse Club is hosting a horsemanship school/clinic for our members on the 19th and 20th of September. Due to COVID-19 the club has not been able to compete at any Polocrosse events, with the season effectively being canceled. This school will be the first event that our club will be together for in 2020.</p> <p>This event is important because it will have a positive impact on the Dirranbandi community in a myriad of ways. Firstly, money spent in town over the weekend will bring vital revenue for local businesses. It will also provide our members with the opportunity to up skill and develop horses for the 2021 season. We believe that it's crucial in the current climate to be future focused and maintain strong membership. As it is expected that the incidence of poor mental health will rise in the wake of COVID-19 we would like to combat this with off-farm socialisation and physical activity.</p> <p>Furthermore, given the recent fall in commodity prices many of our members would appreciate assistance in order to attend as they are directly involved in agriculture. Funds would be utilised to subsidise the cost of horse trainer Ken Faulkner and food for the weekend, ensuring as many our members can benefit from the event as possible.</p> <p>Our members are covered by the Queensland Polocrosse Association for their insurance, which is why we haven't ticked 'Yes' to having Public Liability Insurance.</p>
Is this a New or Existing Event/Project:	<input type="checkbox"/> Existing <input checked="" type="checkbox"/> New
Is this a one-off or Annual Event/Project:	<input type="checkbox"/> One-Off <input checked="" type="checkbox"/> Annual
Have you applied for funding through the Community Assistance and Grants program in the last 12 months:	<input type="checkbox"/> Yes, Which event and amount: _____ <input checked="" type="checkbox"/> No



Community Grants and Assistance Application Form

Section 3: Budget - please complete if request is greater than \$1,000			
All amounts are to be shown in whole dollars and include GST. (Attach a separate budget if insufficient space below)			
Income (eg. Organisation's income, entry fees, in kind)		Expenditure (attach quotations) (eg. Venue Hire, Marketing, Contractors, Permits)	
Grant Funding Sources		Ken Faulkner Horsemanship Fee	\$6,160
The Anglican Church Grammar School	\$2,000	Food for 2 days	\$1,200
Grant Requested from Council	\$3,000		
Other Revenue Sources			
Attendee contributions and deposits for Ken Faulkner	\$1,400		
TOTAL INCOME:	\$6,400	TOTAL EXPENDITURE:	\$7,360
In Kind Support:	\$960		

Please ensure that budgets tally correctly and balance.



Community Grants and Assistance Application Form

Section 5: 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>Belinda Perkins</u>	Name: _____
Signature: <u>[Signature]</u>	Signature: _____
Position: <u>Secretary</u>	Position: _____
Date: <u>September 1-2020</u>	Date: _____

Checklist (Please Tick)

<input checked="" type="checkbox"/>	I have read and understood the Community Grants and Assistance Policy
<input checked="" type="checkbox"/>	All required sections of the application form completed and signed by 2 approved officers
<input checked="" type="checkbox"/>	Section 3 – Budget is completed (if request amount is over \$1,000)
<input type="checkbox"/>	Copy of Public Liability Certificate of Insurance attached
<input checked="" type="checkbox"/>	Copy of Certificate of Incorporation attached
<input checked="" type="checkbox"/>	Copy of required quotes, permits/approvals attached (if applicable)
<input type="checkbox"/>	Completed creditor information form (if applicable)

Office Use Only

Approval up to \$500
Approval is hereby provided for the purpose of the above mentioned in accordance with the Community Grants and Assistance Policy

Approval amount: _____

Chief Executive Officer or delegate

Date: _____



Community Grants and Assistance Application Form

Section 5: 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>TOM PERKINS</u>	Name: _____
Signature: <u>[Signature]</u>	Signature: _____
Position: <u>PRESIDENT</u>	Position: _____
Date: <u>31/8/2020</u>	Date: _____

Checklist (Please Tick)

- ☒ I have read and understood the Community Grants and Assistance Policy
- ☒ All required sections of the application form completed and signed by 2 approved officers
- ☒ Section 3 – Budget is completed (if request amount is over \$1,000)
- ☐ Copy of Public Liability Certificate of Insurance attached
- ☒ Copy of Certificate of Incorporation attached
- ☒ Copy of required quotes, permits/approvals attached (if applicable)
- ☐ Completed creditor information form (if applicable)

Office Use Only

Approval up to \$500
Approval is hereby provided for the purpose of the above mentioned in accordance with the Community Grants and Assistance Policy

Approval amount: _____

Chief Executive Officer or delegate

Date: _____

Address:
State Law Building
Cnr George and Ann Streets
Brisbane Q 4000
Postal:
GPO Box 3411
Brisbane Q 4001

CONSUMER AFFAIRS

CONSUMER AFFAIRS

Business Names
* Registrations: (07) 3246 1581
* Renewals: (07) 3246 1582
* Changes: (07) 3246 1583
* Cessations: (07) 3246 1584
Facsimile: (07) 3220 0076

ASSOCIATIONS
* General: (07) 3246 1551
Facsimile: (07) 3239 6894

Dirranbandi Polocrosse Association Inc
The Secretary/Rosemary Carson
South Muthong
Dirranbandi QLD 4486

QUEENSLAND
Associations Incorporation Act 1981

Form 19

Incorporation Number: IA7902

**Certified Copy of the Certificate of
Incorporation of an Association**

This is to certify that

DIRRANBANDI POLOCROSSE ASSOCIATION INC

was, on and from the eighteenth day of October 1990
incorporated under the Associations Incorporation Act 1981.

Dated this ninth day of January 1998



Delegate of Director-General



OFFICER REPORT

TO: Council

SUBJECT: RADF Application for Funny Mummies Comedy Gala.

DATE: 04.09.20

AGENDA REF: OCE03

AUTHOR: Mariella Perez - Acting Community Development Officer

Sub-Heading

RADF Application for Funny Mummies Comedy Gala.

Executive Summary

The Regional Arts Development Fund (RADF) is a state and local government partnership that supports local artist and arts and cultural activities in Queensland Communities. Arts Queensland requires that the assessment process for RADF investment involve a diversity of community members including a diversity of demographics.

The RADF Committee requests \$3,500 from the Regional Arts Development Fund for 'Funny Mummies Comedy Gala', it is a stand-up comedy showcase performed by mothers for mothers.

Background

The 2019-20 RADF Grant Program Round 2 is now closed for further applications, however, this is an 'Out of Round' application. Council has received an application from the RADF Committee for the stand-up comedy show "Funny Mummies Comedy Gala". Funny Mummies is a stand-up comedy showcase performed by mothers for mothers.

Three mama comedians present a mothering themed stand-up show, allowing and encouraging the audience to laugh at their own stories of the complicated parts of parenthood, tales of epic mothering fails and ever-relatable domestic dramas. As a stand-up comedy show, this is a production of technical simplicity, which promotes the coming together of a community of like-minded mothers to experience some much needed comic relief from the stress of day-to-day parenting.

The revenue of the cover charge for this event, will go directly towards catering, decorations and venue hire at The Farmhouse St George. This event is open for anyone in the Shire to attend over the age of 18, however, it will be restricted to only 50-60 people due to the capacity of the venue with a COVID-19 safe plan.

This show will provide an opportunity for members of the community to tackle the effects of the anxiety built during the time of isolation and social distancing restrictions due to COVID-19. All members of the community are welcome.

This project aligns with two of the four local RADF priorities:

	Priority	Objective
	Place	<ul style="list-style-type: none"> To create opportunities for the development of public expressions of community identity, heritage, local stories, or artistic expression
✓	Accessibility to quality touring productions and exhibitions.	<ul style="list-style-type: none"> To engage touring productions and/or exhibitions to the region
	Professional Development	<ul style="list-style-type: none"> To nurture the creative and talented individuals in the Balonne Shire and encourage growth in their practice
✓	Community Participation	<ul style="list-style-type: none"> To foster personal, social and economic wellbeing and community connection by facilitating participation in arts and culture by all members of the community Involve different, new or emerging art forms for the Balonne Shire. Target participants from demographics and segments of the community who have not historically participated in RADF funded programs or projects.

The total budget for the project is \$5,000 with the requested RADF investment of \$3,500.

The compliance assessment of the application has been completed by Mariella Perez - Community Development Officer. The application has been signed by appropriate parties and the applicant and venue have outlined how they will address any workplace health and safety issues, including a COVID-19 industry safe plan.

The application has been assessed by two (2) RADF Reference Panel members and the Reference Panel Chair in accordance with the Balonne Shire RADF program guidelines. The application has been determined to comply with the appropriate assessment criteria.

Link to Corporate Plan

Key Foundation Area	Key Program Area
<u>Community</u>	Vibrant creative arts, music, local history and culture

Consultation (internal/external)

Internal

- Community Development Officer – Mariella Perez
- Reference Panel Chair – Cr R. Fuhrmeister

External

- Two (2) RADF Reference Panel members.

Legal Implications

Not applicable.

Risk Implications

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

Policy Implications

Balonne Shire Arts and Cultural Policy 2015-2018

Financial and Resource Implications

Each year, Council participates in an Arts and Cultural Development program. The program is funded by Arts Queensland, through a program called Regional Arts Development Fund, along with Council's contribution, this program is able to support these projects for the community.

Community Grants Program Total	\$26,716
--------------------------------	----------

In previous years, through the RADF Community Grants Program, Council has approved over thirteen applications, with an approximate of over \$27,000 spent.

The RADF Committee requests \$3,500 from the Regional Arts Development Fund for 'Funny Mummies Comedy Gala'

There is sufficient Funding in the RADF 19-20 Surplus Fund for Council to approve the full amount requested, the remaining funds for the RADF Community Grants Program will be as follows:

Allocated budget-RADF Community Grants Program	\$26,716.00
Less requested funding	\$ 3,500.00
 RADF Community Grants Program remaining	 \$ 23,216.00

The remaining RADF funds will be rolled over into the 2020/21 RADF program.

Options or Alternatives

Not applicable.

Attachments

1. Funny Mummies Bios [↓](#)
2. RADF 19-20 application SIGNED [↓](#)

Recommendation/s

That Council resolves to approve the RADF Committee, Regional Arts Development Fund (RADF) application of \$3,500.00 for the 'Funny Mummies Comedy Gala' touring production, subject to current COVID-19 restrictions at the time of the event.

Matthew Magin
Chief Executive Officer

**Jenny Wynter**

Jenny Wynter is an award-winning comedian who has performed at festivals and venues all over the world. She got her start training in improvised comedy with some of the greatest teachers in the world including with Second City USA and Loose Moose Theatre in Canada. Her awards include Best Variety Show at United Solo Festival NYC, the Award for Excellence in Cabaret at Melbourne Fringe She won the ABC iView Pitch Perfect Award for her web series concept "Viking Mama!" (based on her live show of the same name), and is a Green Room Award nominee for Best Cabaret Writing. Jenny is a passionate mental health advocate and the founder of Funny Mummies.

Carolyn Mandersloot

Carolyn Mandersloot's comedy is like having a good biscuit and a cup of tea with your hilarious best friend. Only better. She weaves together a narrative exploring the grand complexities and challenges of the human experience- birth, life, death and parenting teenagers. Carolyn draws her experience of palliative care nursing to deftly hold a compassionate space in which audiences can laugh at the both the unthinkable and the undeniable. Carolyn gives us a whole hearted opportunity to swallow a heaping dose of laughter as the best medicine in the contemplation of our own mortality. Quite literally, you will laugh until a little bit of wee comes out and she is quite ok with that.

Jasmine Fairbairn

Jasmine Fairbairn is a Canadian-born, Brisbane based comedian, writer, producer and actor. Her first solo comedy show 'Swimming the Seas of Failure' played to sold out audiences in Brisbane and Canada and 'Swimming the Seas of Failure 2 – now more fail-ier' is opening at Metro Arts for Bris Funny Fest 2019. She has supported Fiona O'Loughlin, Danny Bhoy, and Mel Buttle all over QLD. Her first play 'Undertow' won 10 awards, including 'Best Unpublished Script' and 'Best Play' in 2018 and got 4 ½ stars (Adelaide Advertiser) at Holden Street Theatres for its 2019 Adelaide Fringe run. She received a 5-star review (Adelaide Show) for her portrayal of 'Sophie' in Greg Fleet's 'This is Not a Love Song' at the same festival. She produces the weekly comedy show 'Livewired Comedy' at Brisbane Powerhouse and co-produces 'Yarn Storytelling' at Metro Arts.





Regional Arts Development Fund 2019 - 2020 Application Form

The Balonne Shire Council's *RADF Program Guidelines* are available at www.balonne.qld.gov.au
Please read them before completing this application form.

For any queries please ask Council's Liaison Officer

RADF Liaison Officer: Mariella Perez

Phone 07 4620 8888

Email: Mariella.Perez@balonne.qld.gov.au

Please keep a copy of your application. If your application is successful, this will assist you to prepare the Outcome Report once your activity has finished. As part of the outcome report, you will also be required to report on outcomes from participant surveys, which will be provided with successful applicants' funding agreements.

Faxed applications will not be accepted

Return completed application and support material to Balonne Shire Council, PO BOX 201 St George QLD 4487 or council@balonne.qld.gov.au.

APPLICATION SUMMARY

1. APPLICANT DETAILS

Applicant name (name of individual, group or organisation)	RADF Committee
Contact person for application (where applicant is a group or organisation)	Mariella Perez
Phone number	07 4620 8846
Postal address	PO Box 201, St George, QLD 4487
Street address	112 Victoria Street, St George, QLD 4487
Email address	Mariella.Perez@Balonne.qld.gov.au

2. PROJECT DETAILS

Project name (10 words)	Funny Mummies Comedy Gala
Location of project	The Farmhouse St George
Start date (must commence after grant is approved)	20 September 2020
End date	20 September 2020
Total cost of project (from Section 6)	\$ 5000
RADF Grant requested (from Section 6)	\$ 3500
Outcome report due	26 November 2020

3. RADF FUNDING PRIORITIES - Which priorities does the project most align with (please tick, more than one priority can be selected)	
3.1 Balonne Shire Council RADF Priorities	<input checked="" type="checkbox"/>
Place <i>To create opportunities for the development of public expressions of community identity, heritage, local stories, or artistic expression</i>	<input type="checkbox"/>
Accessibility to quality touring productions and exhibitions <i>To engage touring productions and/or exhibitions to the region</i>	<input checked="" type="checkbox"/>
Professional Development <i>To nurture the creative and talented individuals in the Balonne Shire and encourage growth in their practice</i>	<input type="checkbox"/>
Community Participation <i>To foster personal, social and economic wellbeing and community connection by facilitating participation in arts and culture by all members of the community</i>	<input checked="" type="checkbox"/>
Involves different, new or emerging art forms for the Balonne Shire.	<input checked="" type="checkbox"/>
Targets participants from demographics or segments of the community who have not historically participated in RADF funded programs.	<input checked="" type="checkbox"/>
3.2 State RADF Priorities	<input checked="" type="checkbox"/>
Encouraging safe and inclusive communities	<input checked="" type="checkbox"/>
Building regions	<input type="checkbox"/>
Stimulating economic growth & innovation	<input checked="" type="checkbox"/>
Increasing workforce participation	<input type="checkbox"/>
Supporting disadvantaged Queenslanders	<input type="checkbox"/>
Conserving heritage	<input type="checkbox"/>

4. ABOUT THE PROJECT	
4.1 Which category for funding does the project best fit?	
Creative development of new work	<input type="checkbox"/>
Cultural tourism	<input type="checkbox"/>
Events/festival	<input checked="" type="checkbox"/>
Exhibitions/collection	<input type="checkbox"/>
Heritage protection/promotion	<input type="checkbox"/>
Performances	<input checked="" type="checkbox"/>
Workshop	<input type="checkbox"/>
4.2 Brief Project Description:	
Please use this section to describe the rationale and objectives of your project (maximum 200 words).	
Three mama comedians present a mothering themed stand-up show, allowing and encouraging the audience to laugh at their own stories of the complicated parts of parenthood, tales of epic mothering fails and ever-relatable domestic dramas.	
This show is more than just a good laugh, the objective is to allow mothers to improve their bond with each other through shared catharsis; in the hope that by sharing this experience together they'll be inspired and encouraged to share more with each other and remind each other how to turn their own moments of failure and exhaustion into laughter.	

4.3 How will this project benefit you, your community or artists/cultural workers?

Give a brief description about the results you expect from the project. Examples could be: skill development, community access, media coverage for your art form, professional development, innovation, new work, quality of life for the community.

As a stand-up comedy show, this is a production of technical simplicity, promotes the coming together of a community of like-minded mothers to experience some much needed comic relief from the stress of day-to-day parenting, and by sharing this experience they learn to turn their own moments of exhaustion into funny memories.

4.4 Please estimate the following

Total number of activities involved (e.g. performance workshop etc)	9
Total number of participants at event/activity	55

4.5 Please outline the steps you have taken to address the issues of workplace health and safety, public liability insurance, copyright and relevant licenses.

The venue hired for this event has in place all the relevant licenses and safety procedures, as well as an active and current COVID safe industry plan.

5. LIST THE ARTISTS AND ARTS WORKERS INVOLVED.

Please remember to attach the following four documents from each artist or arts worker receiving RADF funding:

- Resume or CV
- Eligibility Checklist for each Professional and Emerging Professional Artist
- Letter of confirmation and
- Schedule of fees

How many people in total will be employed (paid) through the project? 4

How many volunteers (unpaid workers) will be involved with the project? 3

Name	Role or position in project	Rate of pay (\$/hr, \$/day or \$/week)	Total fee whole \$	Amount to be funded by RADF
Funny Mummies	Comedy Production			3500
TOTAL (Transfer total salaries, fees and allowances to the expenditure column in the budget)			\$	
TOTAL (Transfer total RADF amount to the RADF expenditure column in the budget)				\$ 3500

6. PROJECT BUDGET

Please complete this budget template to account for all costs of your project. Round all amounts to whole dollars.

The amounts requested in the third column (RADF) show how much RADF funding you are seeking for each expenditure item.

Note: If you are GST registered Council will pay the grant plus GST. If you are registered for GST, your expenditure and income should be exclusive of GST. If you are not registered for GST, your expenditure should include the GST to be paid.

EXPENDITURE	TOTAL COST of each expenditure item.	RADF	INCOME Income includes in-kind contributions and the total RADF grant you are seeking	TOTAL COST of each income item
Salaries, Fees and Allowances	\$	\$	Earned Income	\$
Venue	200		Comedy gala	3500
CDO	250			
Catering	750			
Production/Program Costs ¹	\$	\$	Participant Contribution:	\$
Comedy Gala	3500	3500	Attendees (50)	750
Promotion, Documentation and Marketing	\$	\$	Contribution from Artists and Others (please note if this is in-kind)	\$
Marketing BSC	300		Venue (In-kind)	200
			Marketing BSC (In-kind)	300
			CDO (In-kind)	250
Administration ²	\$	\$	Other Cash Grants, Sponsorship, Fundraising & Donations	\$
		N/A		
		N/A	In-Kind	
		N/A		
RADF GRANT (total from column 3)		3500	RADF GRANT (total from column 3)	3500
TOTAL EXPENDITURE	5000	N/A	TOTAL INCOME	5000

Budget Notes

When you have completed your budget the Total Expenditure and Total Income must be equal. The RADF grant should be listed twice – once in the income column and once in the expenditure column.

7. DOES YOUR COMMUNITY GROUP IDENTIFY AS BELONGING TO ONE OR MORE OF THE BELOW TARGET GROUPS ?(please tick)	
Aboriginal & Torres Strait Islander people	<input checked="" type="checkbox"/>
Older people (over 55 years of age)	<input checked="" type="checkbox"/>
People with a disability	<input checked="" type="checkbox"/>
Children (0 -11 year of age)	<input type="checkbox"/>
Young people (12-25 years of age)	<input checked="" type="checkbox"/>
People from culturally and linguistically diverse backgrounds	<input checked="" type="checkbox"/>
Women	<input checked="" type="checkbox"/>
Men	<input type="checkbox"/>
People who experience disadvantage	<input checked="" type="checkbox"/>

8. WHICH COMMUNITY GROUPS WILL SPECIFICALLY BENEFIT FROM THE PROJECT (please tick)	
Aboriginal & Torres Strait Islander people	<input type="checkbox"/>
Older people (over 55 years of age)	<input type="checkbox"/>
People with a disability	<input type="checkbox"/>
Children (0 -11 year of age)	<input type="checkbox"/>
Young people (12-25 years of age)	<input type="checkbox"/>
People from culturally and linguistically diverse backgrounds	<input checked="" type="checkbox"/>
Women	<input checked="" type="checkbox"/>
Men	<input type="checkbox"/>
People who experience disadvantage	<input type="checkbox"/>

9. RADF GRANT HISTORY	
Have you or your group/organisation previously applied for a RADF grant?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
If you were successful has that grant been successfully acquitted?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

10. AUSTRALIAN BUSINESS NUMBER (ABN) Details	
Will you/your organisation be responsible for the financial management of the grant if this application is successful?	<input type="checkbox"/> Yes – Provide your ABN details below <input checked="" type="checkbox"/> No – An auspic body will be administering any grant that I receive on my/our organisation's behalf.
ABN:	49 655 876 831
In what name is the ABN registered?	
What is your trading name or professional name (if relevant)?	
Are you registered for GST?	<input type="checkbox"/> Yes <input type="checkbox"/> No

11. AUSPICED APPLICATION

Please note:

- Only complete this section if you are nominating an accountable organisation or individual to administer the grant on your behalf.

Who is your auspicing arrangement with?	<input checked="" type="checkbox"/> an incorporated organisation	<input type="checkbox"/> an individual with an ABN
Name of auspicing organisation or individual:	Balonne Shire Council	
Contact person for auspicing organisation:	Funny Mummies	
Position of contact person (if relevant):	Community Development Officer	
ABN of auspicing organization or	49 655 876 831	
Are you registered for GST?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Postal address of auspicing organisation or	PO Box 201, St George, QLD 4487	
Telephone:	Work: 07 4620 8846	Fax: ()
Mobile:		Email: mariella.perez@balonne.qld.gov.au

12. CERTIFICATION

I, the undersigned, certify that:

I have read and will abide by the Balonne Shire Council's *RADF Guidelines* (together with any published revisions which are available at www.balonne.qld.gov.au)

The statements in this application are true and correct to the best of my knowledge, information and belief, and the supporting material is my own work or the work of the artists named in this application. I have read and understood the Information Privacy and Right to Information Statement below and agree to the use and disclosure of information as outlined in the Statement.

Information Privacy and Right to Information

The information you provide in your grant application will be used by the Council to process and assess your application and, if successful, to process, pay and administer your grant. The Council may contact other funding agencies to verify grants requested from other funding agencies in support of your project.

If your application is successful, the Council may disclose the following Information to Arts Queensland:

- the information you provide in your grant application
- the amount of funding you receive
- the information you provide in your outcome report and
- text and images relating to your funded activity.

The Information may be used by the Council or Arts Queensland for reporting purposes, training, systems testing and process improvement. The information may be anonymised and used for statistical purposes.

The Information may be used by the Council or Arts Queensland for the promotion of RADF or the promotion of funding outcomes for arts and cultural development in Queensland. For this purpose, the Information and your contact details may be provided to Queensland Government Members of

Regional Arts Development Fund

2019 - 20 Application Form

updated March 2019

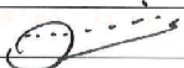
Page | 7

Parliament, the media and other agencies who may contact you directly. The Council and Arts Queensland may also publish the Information in their Annual Reports or on their websites.

The Council and Arts Queensland treat all personal information in accordance with the *Information Privacy Act 2009*.

The provisions of the *Right to Information Act 2009* apply to documents in the possession of the Council or Arts Queensland.

Signature: If you are under the age of 18 your legal guardian must also sign this application	Date: / /
Name in full:	
Position in group or organisation: (if applicable)	

Certification by Auspicing Organisation/Individual	
Please note: Both the applicant and the auspicing organisation/individual are considered responsible for ensuring the acquittal of grants and both could be deemed ineligible to place further applications to RADF until all grants have been satisfactorily acquitted. I/my organisation agree/s to administer the grant that may be offered to the applicant on their behalf and that the information stated in 2.4 of this application is true and correct.	
Signature:	 Date: 03/09/2020
Name of Auspice Body:	Balonne Shire Council
Contact person's name in full:	Matthew Magin
Position in group or organisation: (if applicable)	CEO

OFFICER REPORT

TO: Council

SUBJECT: Tourism Branding Strategy

DATE: 04.09.20

AGENDA REF: OCE04

AUTHOR: Kim Wildman - Tourism Manager

Tourism Branding Strategy

Executive Summary

This report tables the draft of the new Tourism Branding, presented by Krista Hauritz from Krista Hauritz Tourism & Events, for the Balonne Shire Council.

The purpose of this strategy is to identify and refine the Balonne Shire's tourism brand. From the Shire's brand promise to our brand experience, it needs to connect with our key target audience, inspire our community and tell our unique story, while simultaneously maintaining consistency and leveraging on Regional, State and National tourism brands.

Background

In mid-2019, Krista Hauritz from Krista Hauritz Tourism & Events was engaged to create and deliver a new Tourism and Events Strategy for the Balonne Shire. Krista is proven tourism and marketing strategist with more than 25 years' experience working with all levels of government and across all facets of the industry including tourism, hospitality, events and stakeholder engagement.

The purpose of the Tourism & Events Strategy is to collectively share the long-term vision and strategic direction for tourism and events in the Balonne Shire. Following months of research and development, the final strategy was presented and unanimously approved at the February 2020 Council meeting.

One of the key priorities identified by the Tourism & Events Strategy was the need for creation of a Destination Brand + Profile for the Shire (Priority 3). As a second stage of the overall Tourism & Events project, Krista Hauritz then began researching and developing a destination brand and profile for the Shire.

The main deliverables for the branding project include:

- Tourism branding name and positioning of the Shire within a Regional, State and National context.
- Identification of the Balonne Shire's tourism brand promise and key brand experiences.
- Creative concepts including fonts, colours, and logo and how this will be translated into the Shire's marketing – traveller's guide, ads, and Social Media etc – and merchandise sold at the Visitor Information Centre.

The development of the resulting brand and creative is based on customer insights gained from consultation undertaken for the Balonne Shire Tourism & Events Strategy 2025 and an on-line visitor branding survey of 347 respondents, predominately from Queensland, New South Wales and Victoria.

Once approved, this strategy will guide all marketing and promotions for the Shire, including the redesign of the current St George & Surrounds Travellers Guide due to be updated and released in early 2021.

Link to Corporate Plan

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

Consultation (internal/external)

Krista Hauritz, Krista Hauritz Tourism & Events
Monique Krause, Krista Hauritz Tourism & Events
Cr Samantha O'Toole, Mayor; Balonne Shire Council
Cr Richard Lomman, Deputy Mayor; Balonne Shire Council
Cr Rod Avery, Balonne Shire Council
Cr Robyn Fuhrmeister, Balonne Shire Council
Cr Scott Scriven, Balonne Shire Council
Cr Ian Todd Balonne Shire Council
Cr Bill Winks, Balonne Shire Council
Matthew Magin, CEO Balonne Shire Council
Kim Wildman, Manager Tourism, Balonne Shire Council
Sandra Lee, Senior Visitor Services Officer, St George Visitor Information Centre
Kyra Passman, Visitor Services Officer, St George Visitor Information Centre
St George & District Chamber of Commerce Members
Balonne Shire Council Tourism Consumer Market

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

Tourism Policy

Financial and Resource Implications

NA

Options or Alternatives

1. Adopt the recommendation; or
2. Make suggested changes or amendments to the Strategy prior to adoption.

Attachments

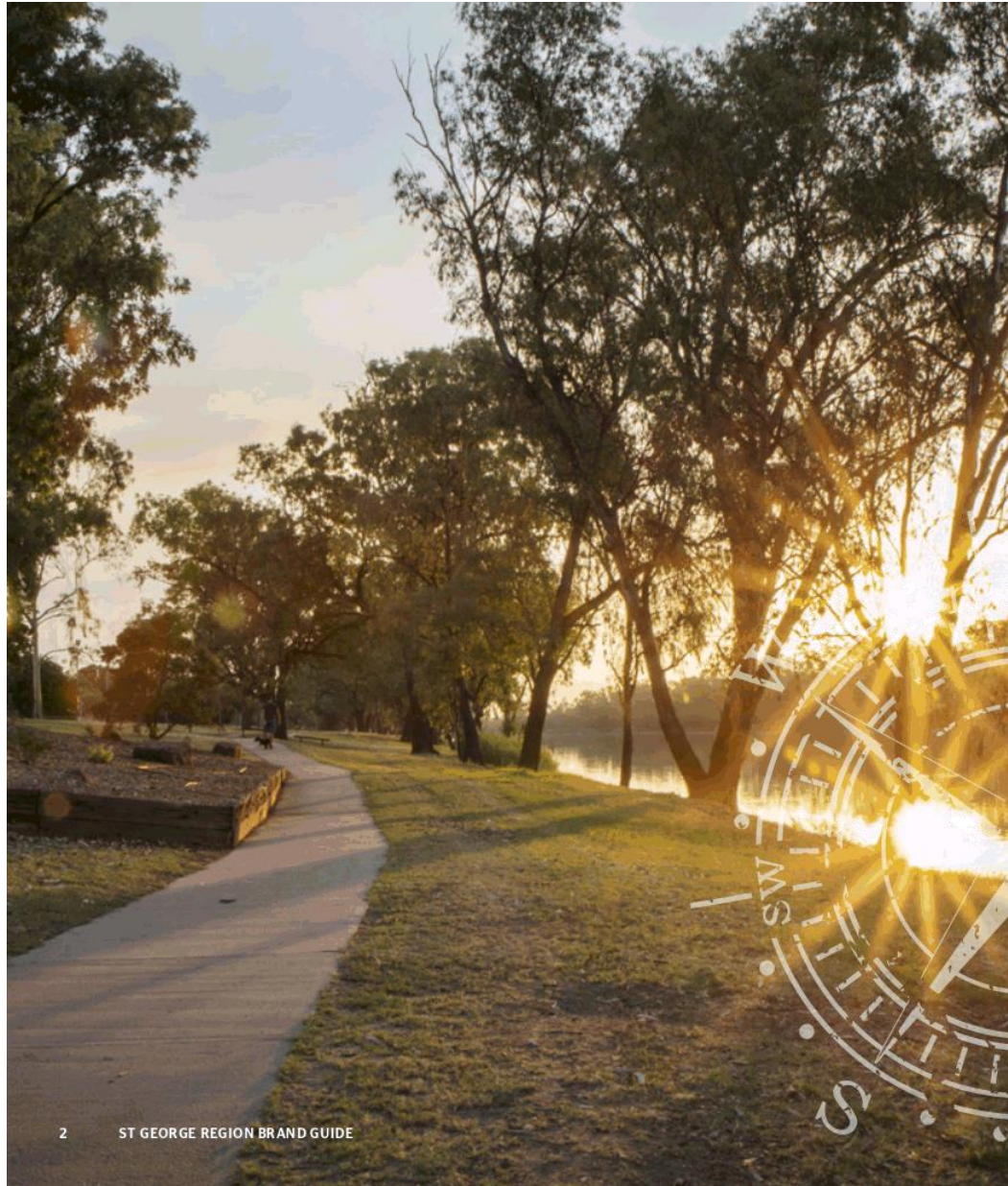
1. 03.09.2020-Draft St George Region Tourism Brand Strategy.pdf [↓](#)

Recommendation/s

That Council resolves to receive and adopt the Tourism Branding Strategy, as attached.

Matthew Magin
Chief Executive Officer





REALISING OUR VISION

Our 5 year tourism and event vision is for the region to be known as an essential overnight stay destination; an 'oasis' in Queensland's Southern Outback.

The St George Region brand has been developed to encourage visitors to explore the region to increase length-of-stay and generate greater overnight visitor expenditure.

Content creation and marketing of the region should include geographic locators on images, maps and use of creative elements such as the compass watermark.

We will capitalise our strategic location on major inland highway routes and firmly position ourselves as Queensland's Inland Fishing capital, building on our hero experiences and icons.

SEPTEMBER 2020

VISITOR-LED MARKETING

The development of the St George Region brand and creative is based on customer insights gained from consultation undertaken for the Balonne Shire Tourism & Events Strategy 2025 and an on-line visitor branding survey of 347 respondents, predominately from Queensland, New South Wales and Victoria.

Overwhelmingly, 89% of visitors surveyed indicated a desire to visit the region.

Of visitors who had not visited before, there was a lack of awareness of the region and why they should visit as the main deterrent cited for visiting.

Online visitor reviews on TripAdvisor and Facebook indicated many of the attractions and visitor services offered "friendly" locals where they felt welcomed.



WHY ST GEORGE REGION *and not Balonne Shire?*

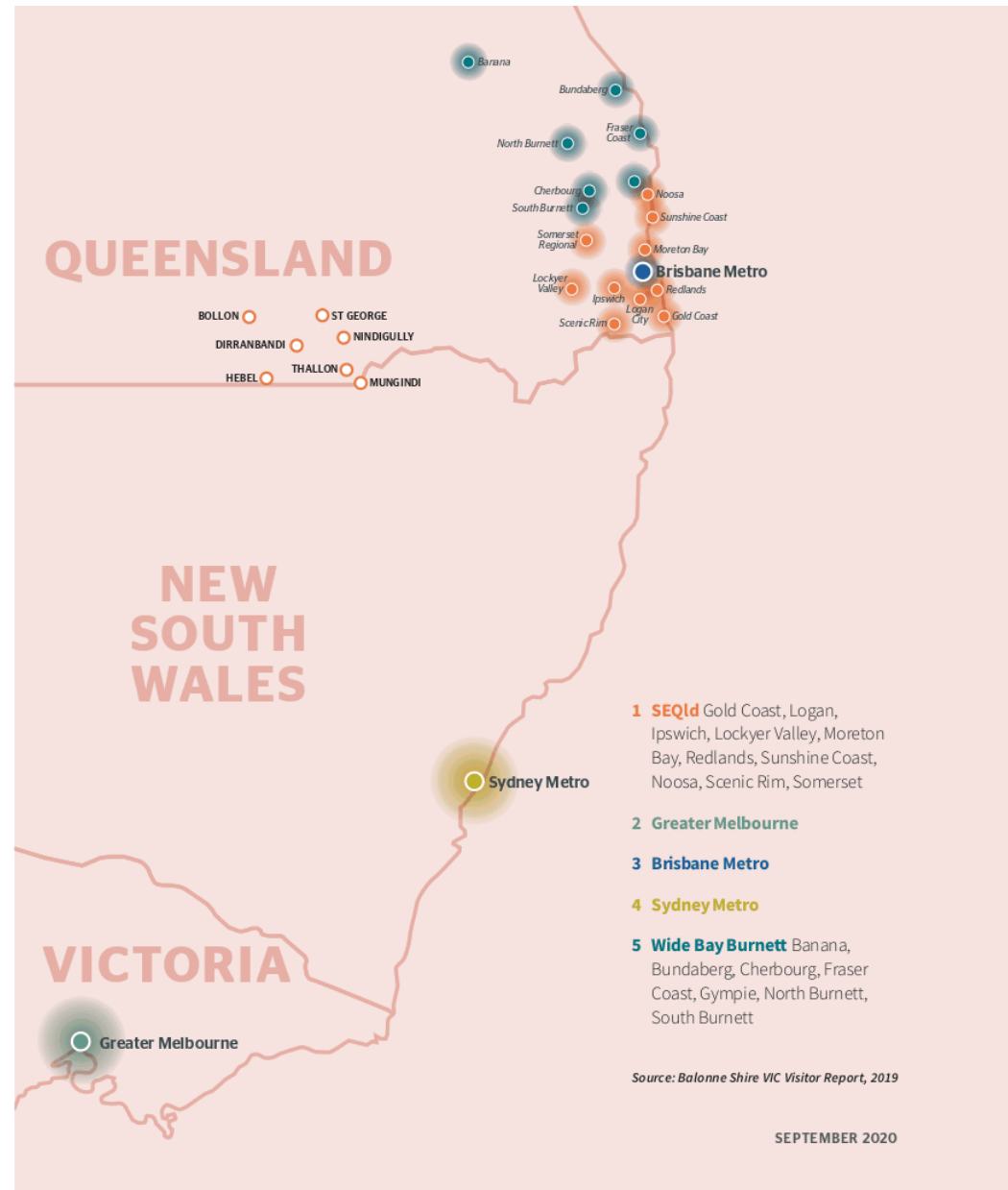
Consumer research identified most visitors to the shire did not recognise the shire's name, Balonne Shire. St George was the most recognisable town name in the shire with the highest search engine optimisation results (noting interstate visitors needed the state locator of Queensland as St George is a strong brand name in Australia for a Bank and a football team from New South Wales).

WHO ARE WE TALKING TO?

The geographic source markets (pre COVID-19) are Queensland, NSW and Victoria, with the top five geographic source markets depicted opposite.

With changing travel restrictions due to COVID-19, marketing tools (e.g. direct e-mail marketing and social media) to allow targeting to closer source markets and ability to quickly adapt to changing border closures and travel restrictions will be required.

Messaging and images to appeal to changing consumer trends, such as the urge to “break-free”, “fiercely local” and explore open and natural experiences is required.



EXPERIENCE PILLARS

The St George Region straddles the destinations of Outback Queensland and Southern Queensland Country, with many visitors identifying the region as Queensland's Southern Outback and South West Queensland.

The St George Region visitor experiences directly link to the experience pillars for Tourism and Events Queensland, Outback Queensland and Southern Queensland Country, specifically:



TOURISM & EVENTS QUEENSLAND	OUTBACK QUEENSLAND	SOUTHERN QUEENSLAND COUNTRY
Outback & Adventure	Heritage & Locals	History & Heritage
Natural Encounters	Outback Adventures	Authentic Country Life
Events	Timeless Landscape & Endless Sky	Natural Beauty
Queensland Lifestyle		

OUR HERO EXPERIENCES ARE:

COUNTRY PUBS

INLAND RIVERS AND WATERWAYS

FISHING

RURAL LIFESTYLE

INDIGENOUS CULTURE

AUSTRALIAN NATIVE WILDLIFE

HISTORY & HERITAGE



ICONIC ATTRACTIONS AND EXPERIENCES INCLUDE

(but are not limited to):

- Historic Nindigully and Hebel Pubs
- River walkways and cruises, water skiing and inland fishing
- Thallon Silo Art
- Queensland's most remote winery
- Cotton, farm, heritage and indigenous tours
- Night-time star gazing

OUR PARTNERS & CAMPAIGN LINKAGES

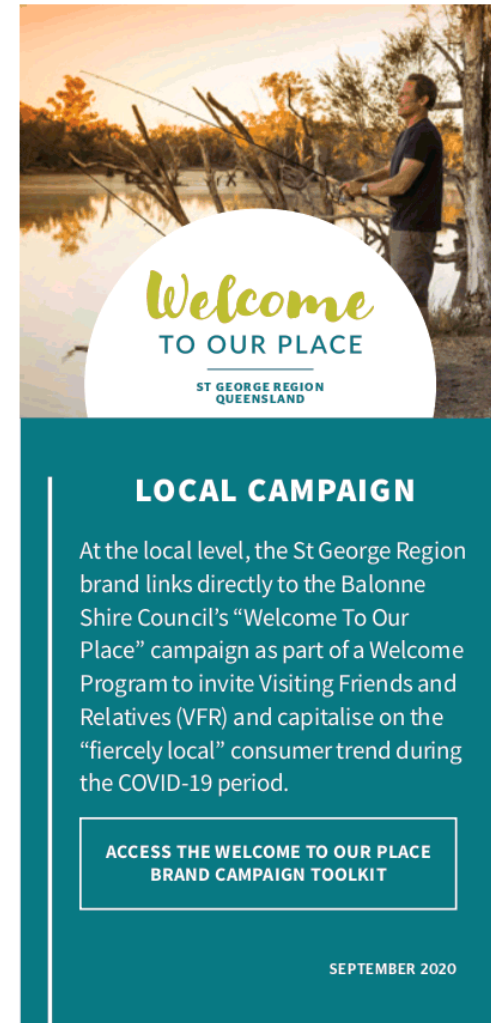


The St George Region brand links to the geographic positioning of Queensland's Southern Outback with The South West Regional Economic Development (SWRED) which comprises the six Local Government areas with Balonne Shire Council, Maranoa Regional Council, Murweh Shire Council, Paroo Shire Council, Quilpie Shire Council and Bulloo Shire Council.



At the regional tourism organisation level, we link to the Outback Queensland Tourism Association's branding "Live Australia's Story" with geographic bordering to Southern Queensland Country.

At a state-wide level and in partnership with our regional tourism organisations, we link with Tourism and Events Queensland, Queensland brand and "Good to Go" campaigns and the Tourism Australia brand, Experience Why There's Nothing like Australia and "Holiday Here This Year" campaigns.





BRAND STORY

At St George Region's core is the desire to welcome people to "our place". To share our relaxed, rural lifestyle, where country meets outback. We offer visitors a welcome reprieve, like a country oasis.

Our region is not one to observe, but one to immerse yourself in the local culture, taking your time to breathe in fresh country air and explore vast landscapes and the freedom of our wide-open spaces.

Experience famous historic Australian pubs, homesteads and painted silos. Meander along the inland rivers and waterways that supply our endless fields of produce. Explore our national parks with native Australian wildlife from prolific birdlife to mobs of emus and kangaroos. Hidden in our region are koala colonies and the endangered northern hairy-nosed wombat.

By night lie under the endless stars of the southern cross, it's a light show like you've never seen.

BRAND CREATIVE | WHOLE OF SHIRE

St George Region

BOLLON DIRRANBANDI HEBEL MUNGINDI NINDIGULLY THALLON
QUEENSLAND'S SOUTHERN OUTBACK

MONO

St George Region

BOLLON DIRRANBANDI HEBEL MUNGINDI NINDIGULLY THALLON
QUEENSLAND'S SOUTHERN OUTBACK

REVERSE

St George Region

BOLLON DIRRANBANDI HEBEL MUNGINDI NINDIGULLY THALLON
QUEENSLAND'S SOUTHERN OUTBACK

BRAND CREATIVE | EXPLORE WHOLE OF SHIRE APPLICATION



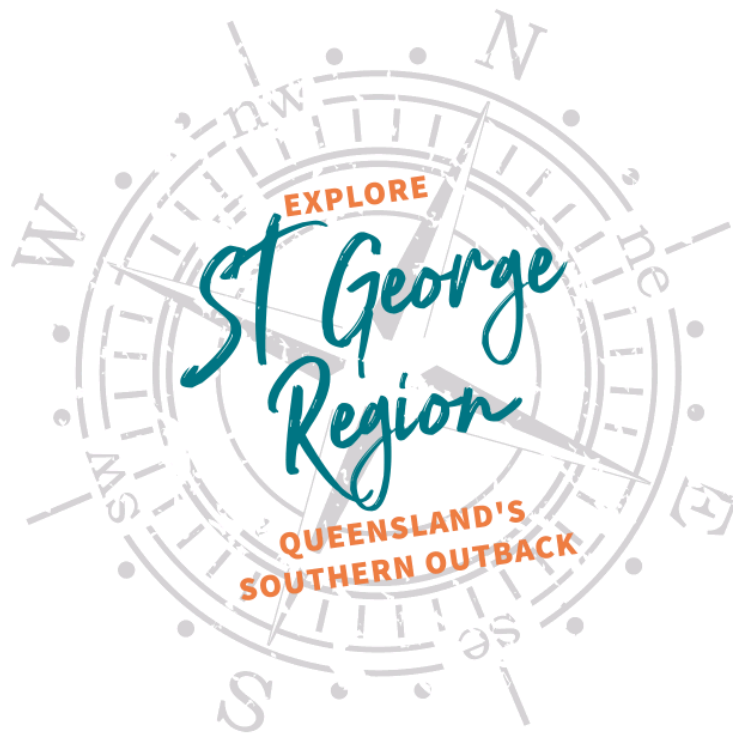
MONO



REVERSE



BRAND CREATIVE | EXPLORE LOGO



MONO



REVERSE



BRAND CREATIVE

EXPLORE LOCAL TOWN LOGOS

Recognising the St George Region is home to vibrant towns and villages, the St George Region Brand provides local applications



CREATIVE ELEMENTS

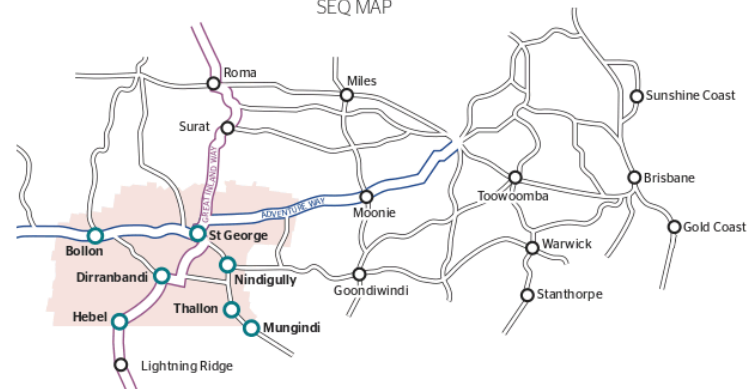
LOCATION MARKERS

To encourage visitors to explore and stay longer in the St George Region, it is encouraged to use the compass watermark and maps in promotional materials from digital and social media to printed materials. The inclusion of maps depicting where the region is from an Australian, Queensland and South East Queensland perspective is recommended to show the region as an "accessible" drive distance from major populations.

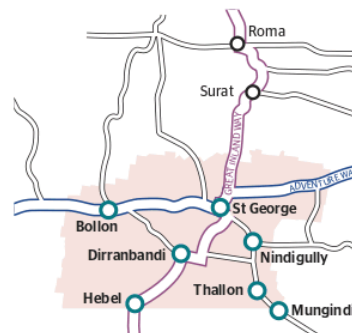
COMPASS



SEQ MAP



SHIRE MAP



AUSTRALIA LOCATION MAP



CREATIVE ELEMENTS | TYPEFACES

CORPORATE – LATO FAMILY

The main corporate typeface is the Lato family, available for free via Google Fonts. Copy should be set in Lato Light and headings in Lato Semi Bold, with italics and other weights used as required.

DOWNLOAD THE LATO FAMILY
ON GOOGLE FONTS HERE

HEADINGS = Lato Semi-bold

A B C D E F G H I J K L M N O P Q R S T U V W X Y Z 1 2 3 4 5 6 7 8 9

a b c d e f g h i j k l m n o p q r s t u v w x y z ! ? & % \$ # @

COPY = Lato

A B C D E F G H I J K L M N O P Q R S T U V W X Y Z 1 2 3 4 5 6 7 8 9

a b c d e f g h i j k l m n o p q r s t u v w x y z ! ? & % \$ # @








SCRIPT – NOCTURNAL

The supporting script typeface should be used sparingly, to provide emphasis and impact. Nocturnal can be purchased via Creative Market.

PURCHASE NOCTURNAL
VIA CREATIVE MARKET HERE

A B C D E F G H I J K L M N O P Q R S T U V W X Y Z 1 2 3 4 5 6 7 8 9
a b c d e f g h i j k l m n o p q r s t u v w x y z ! ? & % \$ # @

CREATIVE ELEMENTS | COLOUR PALETTE

						
AQUA	OCHRE	SAGE	RIVER	SAP	MIDNIGHT	SAND
PMS 7474	PMS 7577	PMS 556	PMS 7684	PMS 397	PMS 518	PMS 7415
C = 100 R = 0 M = 35 G = 118 Y = 45 B = 129 K = 10	C = 5 R = 233 M = 60 G = 129 Y = 80 B = 71 K = 0	C = 60 R = 112 M = 20 G = 166 Y = 50 B = 144 K = 0	C = 88 R = 52 M = 68 G = 94 Y = 10 B = 158 K = 0	C = 30 R = 190 M = 15 G = 190 Y = 100 B = 50 K = 0	C = 65 R = 76 M = 80 G = 47 Y = 45 B = 72 K = 40	C = 5 R = 233 M = 30 G = 183 Y = 30 B = 165 K = 1



17 ST GEORGE REGION BRAND GUIDE

SEPTEMBER 2020









Starry, starry night







CREATIVE APPLICATIONS | THALLON



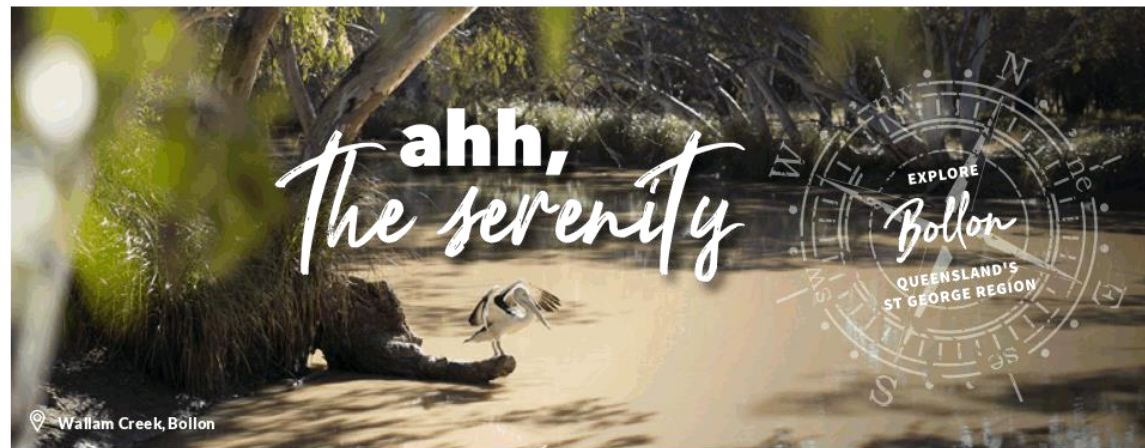
CREATIVE APPLICATIONS | HEBEL



CREATIVE APPLICATIONS | NINDIGULLY



CREATIVE APPLICATIONS | BOLLON



CREATIVE APPLICATIONS | DIRRANBANDI



CREATIVE APPLICATIONS | MUNGINDI



(FCS) FINANCE AND CORPORATE SERVICES

ITEM	TITLE	SUB HEADING	PAGE
FCS1	<u>PRE-QUALIFIED SUPPLIERS - TRADE SERVICES</u>	Pre-Qualified Suppliers – Trade Services.	63
FCS2	<u>QUARTERLY PERFORMANCE REPORT - QUARTER 4 - 2019/20</u>	Quarterly Performance Report – Quarter 4 – 2019/2020	65
FCS3	<u>QUEENSLAND RECONSTRUCTION AUTHORITY - BUDGET AMENDMENT AND REVENUE RECOGNITION - FEBRUARY FLOOD EVENT</u>	February Flood Event – Disaster Recovery Government Funding	147
FCS4	<u>ICT STANDING COMMITTEE MINUTES 3 SEPTEMBER 2020</u>	ICT Standing Committee 3 September 2020	152
FCS5	<u>AUDIT & RISK COMMITTEE MINUTES 3 SEPTEMBER 2020</u>	Audit & Risk Committee minutes 3 September 2020	186
FCS6	<u>LEGISLATIVE CHANGES - LOCAL GOVERNMENT ACT</u>	Legislative changes to the Local Government Act	194
FCS7	<u>AMENDMENT TO BUDGET - GET READY FUNDING</u>	Amendment to Budget – Get Ready Funding	198

OFFICER REPORT

TO: Council

SUBJECT: Pre-Qualified Suppliers - Trade Services

DATE: 07.09.20

AGENDA REF: FCS1

AUTHOR: Kelly Fontaine - Procurement Officer

Sub-Heading

Pre-Qualified Suppliers – Trade Services.

Executive Summary

The purpose of this report is to recommend that Queensland Murray Darling Catchment Limited (QMDC) be appointed to Council's preferred suppliers list for trade services for the provision of weed spraying.

Background

Balonne Shire undertook a tender process for trade services in November 2019 and a refresh tender in April 2020 as a result Council currently has a total of 41 active suppliers for trade services, at this stage Council currently has no suppliers for weed spraying however, has been utilising the services of QMDC Aboriginal rangers to undertake weed spraying in the shire on a regular basis. QMDC are a community based not for profit organisation that employs local aboriginal rangers and have a depot base locally here in St George.

Section 4.7 of the General conditions of contract for trade services states, *Council reserves the right to add new suppliers to its Register of Pre-Qualified Suppliers at any time during the Contract Term subject to those new suppliers being evaluated against the same criteria and weightings applied to the original tenderers.*

QMDC have completed the required tender documents and have been evaluated against the same criteria set out in the original tender request. The annual value of the works being undertaken is not of significance at this stage, it is however recommended that they are appointed to the panel to comply with Council's procurement processes in the future.

Link to Corporate Plan

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

Consultation (internal/external)

Chandel Sears – Financial Manager – QMDC Limited.

Legal Implications

Local Government Act and Regulations have been met and Vendor Panel utilised to ensure probity in the process. Adding of a supplier is in accordance with Section 4.7 of the General Conditions of Contract for Trade Services. *Council reserves the right to add new suppliers to its Register of Pre-Qualified Suppliers at any time during the Contract Term subject to those new suppliers being evaluated against the same criteria and weightings applied to the original tenderers.*

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 Procurement Policy has been complied with. Council's Purchasing Policy and associating guidelines require staff to still consider quotations within the thresholds set out in the policy. Local preference weighting still applies.

Financial and Resource Implications

Supplier will be available for council to consider for upcoming works/services.

Options or Alternatives

Not Applicable.

Attachments

Nil

Recommendation/s

That Council resolves to appoint Queensland Murray Darling Catchments to the Supplier List for trade services for the provision of weed spraying.

Michelle Clarke

Director Finance & Corporate Services

OFFICER REPORT

TO: Council

SUBJECT: Quarterly Performance Report - Quarter 4 - 2019/20

DATE: 08.09.20

AGENDA REF: FCS2

AUTHOR: Michelle Clarke - Director Finance & Corporate Services

Sub-Heading

Quarterly Performance Report – Quarter 4 – 2019/2020

Executive Summary

The Quarterly Performance Report for Quarter 4 – 2019/20 is presented to Council for adoption.

Background

The Chief Executive Officer must present a written assessment of the Local Governments progress towards implementing the annual operational plan of not more than three months.

The progress report for Quarter 4 (1 April 2020 to 30 June 2020) is attached.

Each section provides an overview of performance in a graphical layout. Traffic lights give an indication of the performance for Quarter 4.

- Green lights generally have no commentary as they are on track.
- Amber lights indicate that the action or KPI requires monitoring.
- Red traffic light indicates that the target has not been met, work has not commenced or the KPI has not been achieved

Link to Corporate Plan

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

Consultation (internal/external)

All directors have been given the opportunity to provide commentary on the progress the Milestones and Key Performance Indicators within the Operational Plan.

Legal Implications

The report complies with *Section 174(3) Local Government Regulation 2012*.

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

Not Applicable

Attachments

1. Quarter 4 19-20 Performance Report [↓](#)

Recommendation/s

That Council resolves to adopt the Quarterly Performance Report for Quarter 4 of 2019/20, as attached, in accordance with, *Section 174(3) of the Local Government Regulations 2012*.

Michelle Clarke

Director Finance & Corporate Services



Organisational Performance Report

Balonne Shire Council

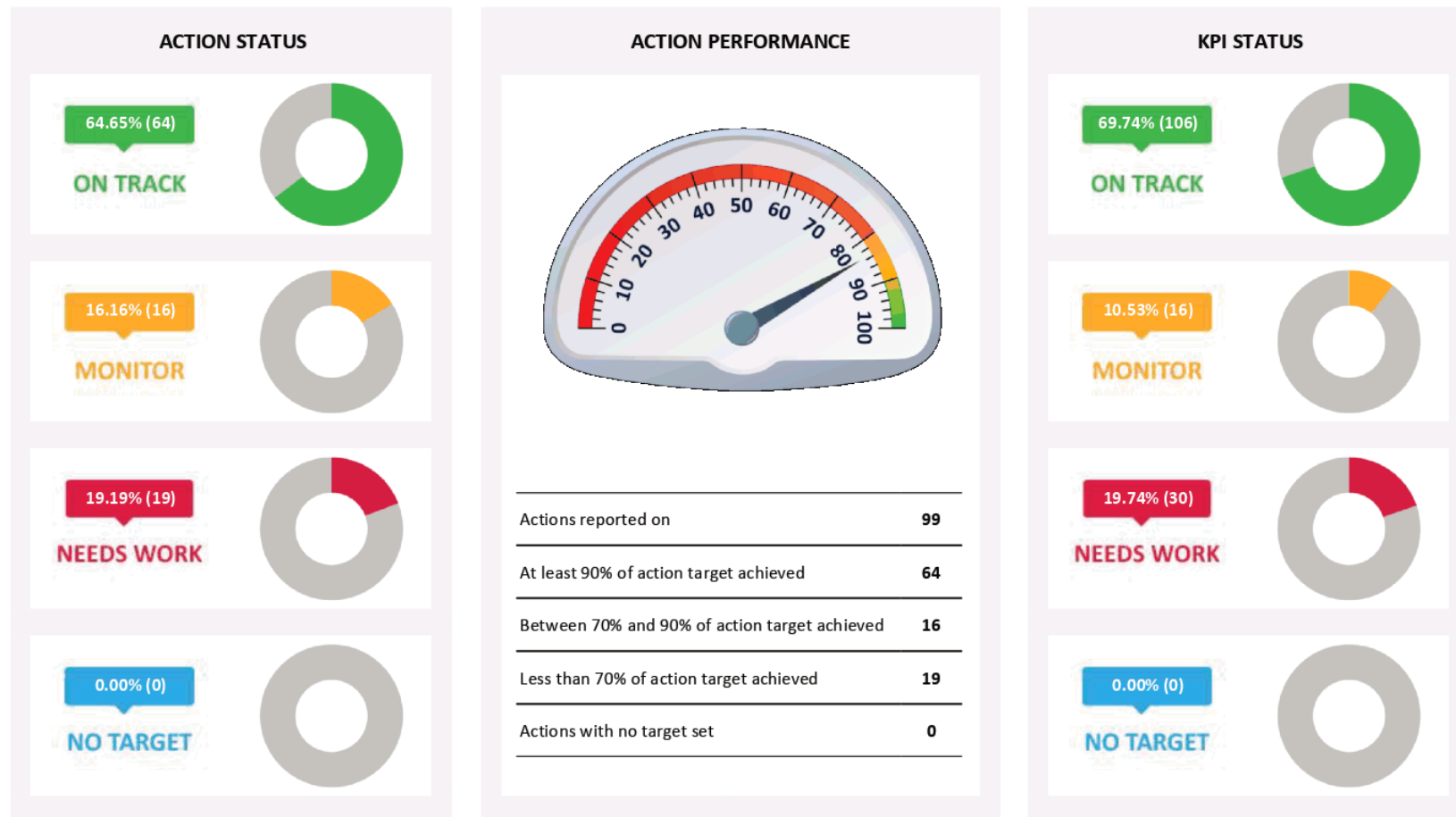
cammsstrategy

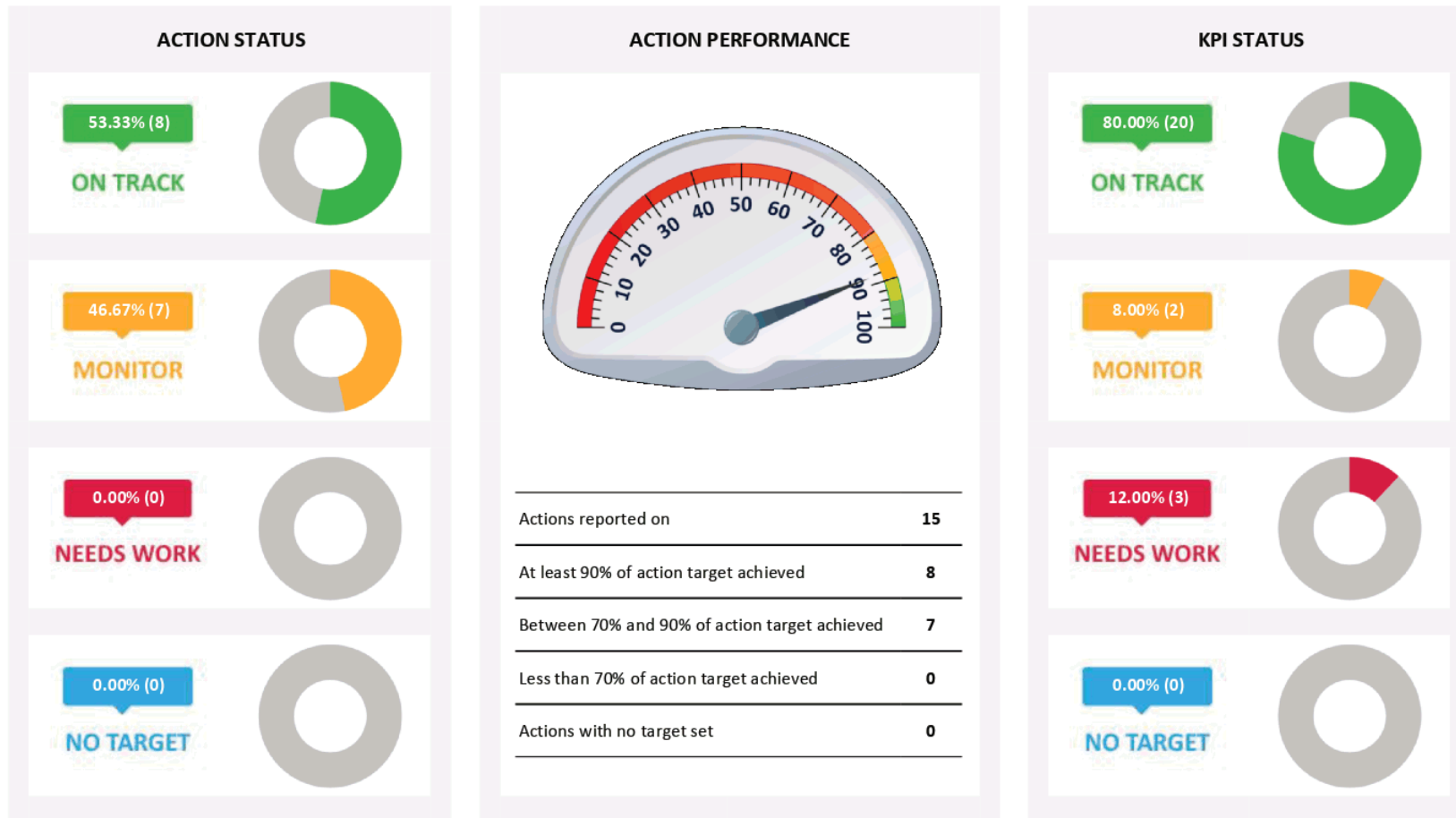
Print Date: 07-Sep-2020

Date Range: 01/04/2020 - 30/06/2020











cammsstrategy.com

OVERVIEW SUMMARY











GOAL: COMMUNITY


PERFORMANCE OVERVIEW


KEY FOUNDATION AREA		Actions Monitor		KPI	
1.1 Pursuit of active and healthy lifestyles where cultures, traditions and the arts are celebrated, including the provision of safe and welcoming spaces to connect, engage and learn.				-	
Program		Action Performance		KPI Performance	
1.1.1 Community spaces to connect, engage and learn			On Track		On Track
1.1.2 Healthy and active lifestyles			Monitor		On Track
1.1.3 Strong community organisations			-		On Track
1.1.4 Vibrant creative arts, music, local history and culture			Monitor		On Track
1.1.5 Community Well-being			Monitor		Monitor
1.1.6 Disaster management			On Track		On Track







ACTION AND KPI SUMMARY

Goal: Pursuit of active and healthy lifestyles where cultures, traditions and the arts are celebrated, including the provision of safe and welcoming spaces to connect, engage and learn.								
Program: Community spaces to connect, engage and learn								
Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
1.1.1.1 Continued council involvement in WORK program	Michelle Walters - Project Support Officer - Environmental Health and Planning	Program is continuing well, have new groups wishing to apply to be part of the program. Ongoing project, however with COVID-19 the camp is no longer visiting the shire.	In Progress	01/07/19	30/06/20	50.00	0.00	 ON TRACK
1.1.1.2 Engage with the community to contribute to Place-making and/or future community planning	Kathy Claxton - CEO Support Officer	Ongoing throughout the year. Currently assessing application from the Thallon Community for a place-making project - ongoing	In Progress	01/07/19	30/06/20	30.00	0.00	 ON TRACK

Performance Measures	Unit	Trend	Period Performance			YTD Performance		
			Target	Actual	Indicator	Target	Actual	Indicator
5% increase of youth participation in council initiated activities and initiatives per annum	%		1.25	1.25	 ON TRACK	5.00	6.75	 ON TRACK
Youth Car restoration project sponsored by Council								
Cultural activities/initiatives are implemented and/or supported	%		100.00	100.00	 ON TRACK	100.00	100.00	 ON TRACK
Developed initiative of Make our Place, Your Place Due to COVID restrictions activities were put on hold, however planning of activities for when restrictions are eased.								










Program: Healthy and active lifestyles								
Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
1.1.2.1 Actively seek opportunities to pursue Beardmore Dam Recreation Area	Matthew Magin - Chief Executive Officer	Community consultation completed in Q4	Completed	01/07/19	30/06/20	100.00	100.00	 ON TRACK


Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
1.1.2.2 Investigate options and initiate the leasing of the St George Swimming Pool	Peter Willey - Manager Water, Sewerage and Towns	Collating patronage information for pool and thermal spring.	In Progress	01/07/19	30/06/20	75.00	100.00	 MONITOR




Performance Measures	Unit	Trend	Period Performance			YTD Performance		
			Target	Actual	Indicator	Target	Actual	Indicator
90% capital projects completed within budget and on time A	%		90.00	92.00	 ON TRACK	90.00	92.00	 ON TRACK
92% of capital projects were completed on time and on budget this doesn't include multi year projects that span into 20/21 year								
90% of operational projects completed within budget and on time. A	%		90.00	81.00	 MONITOR	90.00	81.00	 MONITOR
This target was not met due to the Master Planning projects being delayed and having to be carried over due to COVID								

Program: Strong community organisations

No actions specified for this period

Performance Measures	Unit	Trend	Period Performance			YTD Performance		
			Target	Actual	Indicator	Target	Actual	Indicator
100% of all community groups and organisations are supported by the Balonne Shire Council	%		100.00	100.00	 ON TRACK	100.00	100.00	 ON TRACK
Restricted community activity and events and less face to face meetings due to COVID-19. Greater use of social media. Very high engagement with impacted businesses.								
Number of community meetings attended in each township per annum	#		0.43	1.75	 ON TRACK	1.75	21.75	 ON TRACK
Due to COVID no community meetings were able to take place. Progress Association, Community COVID Recovery and RADF Meetings did take place in June when restrictions were eased.								
Number of forward looking initiatives/programs instigated	#		2.00	2.00	 ON TRACK	2.00	2.00	 ON TRACK
Rocket Science, Meet the Councillor, TRAIC Mental Health Workshop. Christmas Lights								


Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
1.1.4.1 Develop Balonne Shire as a multicultural welcoming community	Dani Kinnear - Community Development/Multicultural Development Officer	<p>Quarter 1 -Multicultural interviews with residents from the Shire from different cultures, then shared on social media. Regional australia Institute (RAI) and Welcoming cities visit with key stakeholders including the Fijian Community in Thallon. As part of the RAI and Welcoming Citing visit BSC started developing a Multicultural, Migration and Settlement Strategy.</p> <p>Quarter 2 - Key stakeholder meetings to develop the Multicultural Strategy, engagement with Multicultural affairs. Development of the new resident handbook.</p> <p>Quarter 3 - New residents handbook completed. Welcoming party for new residents, which included service providers and councillors. Mungindi ran their own welcoming party for new residents which was a huge success. Updating our Welcoming Cities Standard accreditation. 1st of our Celebrating Cultures in the Balonne Shire Displays and events - Ireland just before COVID</p> <p>Quarter 4 - With Covid 19 all activities were put on hold, however we continued with planning and organising for activities such as celebrating cultures after the restrictions were done. Planning for the Multicultural, migration and settlement strategy workshops once covid 19 restrictions eased. I started to develop a new campaign "Make Our Place Your Place" to encourage people to make the Balonne Shire their home. Working with Welcoming cities on Upgrading our Welcoming Standards Accreditation. investigated Cultural inclusion and welcoming training options for businesses in the Shire.</p>	In Progress	01/07/19	30/06/20	75.00	100.00	 MONITOR

Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
1.1.4.2 Continuation of the Digital Literacy Program	Kathy Claxton - CEO Support Officer	Engaged a tutor commencing in October. Tech savvy senior program ran over 4 weeks. Sessions on basic digital literacy skills e.g. checking email, internet banking, messenger. Good attendance from community. Planning to hold follow-up workshop in Q3/4 Q4 Unable to hold follow-up workshop due to COVID-19	In Progress	01/07/19	01/06/20	75.00	100.00	 MONITOR
1.1.4.3 Continue to organise, host or assist in delivering the Annual Community Events Program	Kathy Claxton - CEO Support Officer	Q1 -Ongoing throughout the year. Q2 - Planning of Australia Day 2020 commenced Q3 - Australia Day 2020 held - approx. 150 attendees. Due to coronavirus some community events have been cancelled or postponed. New dates for postponed events have not yet been set. Community team working on potential events and resilient activities that can be held once the lockdowns have been lifted. Q4 Coronavirus having impacts on the number who can attend meetings. Meetings for smaller groups can go ahead , otherwise postponed until further notice	In Progress	01/07/19	30/06/20	75.00	100.00	 MONITOR
1.1.4.4 Planning and grant funding for the new library-hub	Kathy Claxton - CEO Support Officer	Q1 -Council approved to proceed with seeking funding to develop the library hub. Q2 -Funding application submitted Q3 - Funding \$5 million BBR approved Q4 - Planning of funding being allocated accordingly	Completed	01/07/19	30/06/20	100.00	100.00	 ON TRACK






Performance Measures	Unit	Trend	Period Performance			YTD Performance		
			Target	Actual	Indicator	Target	Actual	Indicator
100% of RADF monies distributed	%	↔	100.00	100.00	✓ ON TRACK	100.00	100.00	✓ ON TRACK
Dirranbandi Arts Council and Balonne Creative Arts Group								
5% increase in library loans	%	↔	5.00	5.00	✓ ON TRACK	5.00	5.00	✓ ON TRACK
Borrow Box								
5% increase in library users	%	↑	5.00	5.00	✓ ON TRACK	20.00	15.00	👁️ MONITOR
Yes								
Increase and diversify library function by 10%	%	↓	2.50	2.50	✓ ON TRACK	10.00	25.00	✓ ON TRACK
Due to COVID no library activity, however big increase in people joining Borrow Box								
Maintain local artist content in pop up gallery	%	↓	100.00	0.00	🔧 NEEDS WORK	100.00	0.00	🔧 NEEDS WORK
Due to COVID no pop up gallery due to library closure								
Number of initiatives that nurture cultural diversity and inclusion instigated	#	↑	0.50	0.00	🔧 NEEDS WORK	2.00	2.00	✓ ON TRACK
Make our Place - Your Place. Planning for strategies. No activities due to COVID.								

Program: Community Well-being

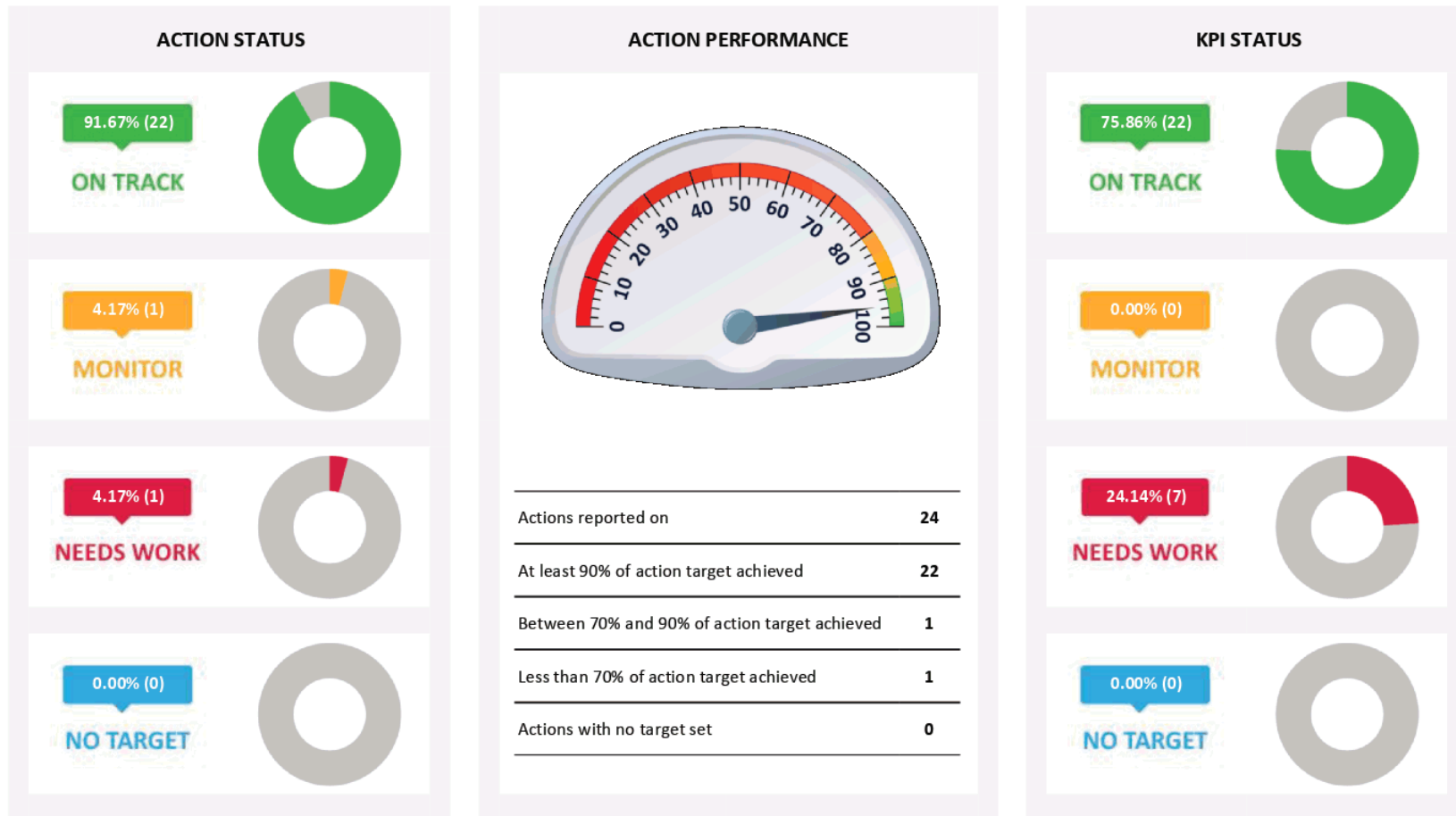
Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
1.1.5.1 Implement Phase 2 and 3 of Council's CCTV Strategy and continue to actively pursue grant funding	Peter Smith - Computer Services Officer	Bollon and Dirranbandi now on line. Further funding application in Round 5 of Safer Communities Fund has been applied for additional cameras in St George.	In Progress	01/07/19	30/06/20	80.00	100.00	👁️ MONITOR

Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
1.1.5.2 Coordinate and facilitate Balonne community collective and well-being project outcomes	Kathy Claxton - CEO Support Officer	<p>In progress throughout the year.</p> <p>Q2 - planning and liaising with stakeholders for "get ready 2020 day"; grant submitted for career expo; Youth engagement activities (cartoon workshop) held in Thallon, Dirranbandi and Bollon.</p> <p>Q3 - Get Ready day held 22/0/20. digital storytelling project held 17-21 Jan 2020. Ongoing planning for career expo however the event may need to be cancelled due to coronavirus. q2 progress report submitted to South West Hospital and Health Services</p> <p>Q4 No further planning due to Covid 19</p>	In Progress	01/07/19	30/06/20	75.00	100.00	 MONITOR
















Performance Measures	Unit	Trend	Period Performance			YTD Performance		
			Target	Actual	Indicator	Target	Actual	Indicator
100% compliance for all inspections for licensed of premises under the council's local laws or legislation	%	↔	100.00	100.00	ON TRACK	100.00	100.00	ON TRACK
Premises compliant. Significant additional service supporting businesses through COVID19 restrictions and lifting of restrictions								
100% mosquito baiting programs are completed	%	↑	100.00	100.00	ON TRACK	100.00	100.00	ON TRACK
mosquito program completed June 2020								
A minimum of 4 Balonne Community Collective meetings are held per annum	#	↑	1.00	1.00	ON TRACK	4.00	1.00	NEEDS WORK
Due to COVID restrictions one online meeting held								
A minimum of 4 Community Safety Group meetings are held per annum	#	↓	1.00	0.00	NEEDS WORK	4.00	2.00	NEEDS WORK
Due to COVID no Community Safety Meetings held								
Number of food premises that are non-compliant	#	↔	0.00	0.00	ON TRACK	0.00	0.00	ON TRACK
Compliant. Significant service guiding business through COVID19 restrictions and lifting of restrictions								
Number of non-compliance action plans commenced in respect of non-compliant licensed food premises	#	↔	0.00	0.00	ON TRACK	0.00	0.00	ON TRACK
Compliant. Guidance provided and online training provisions for COVID19								
Number of non-compliant water samples (E. Coli & Chem)	#	↔	0.00	0.00	ON TRACK	0.00	0.00	ON TRACK
All samples correct and information entered								
Number of non-compliant water samples for "Drinking Water Quality Management Plan" (Legionella, P.Fas, Naegleria)	#	↔	0.00	0.00	ON TRACK	0.00	0.00	ON TRACK
None.								
Proactive public health notifications (food notifications, water alerts, etc.)	#	↔	2.00	2.00	ON TRACK	2.00	2.00	ON TRACK
All food recalls actioned								

Program: Disaster management								
Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
1.1.6.1 Review and update Local Disaster Management Plan	Kathy Claxton - CEO Support Officer	Regional Resilience Officer has made progress on review and update of LDMP. Draft pandemic plan prepared..	In Progress	01/07/19	30/06/20	75.00	100.00	 MONITOR
1.1.6.2 Plan Local Disaster Management Group meetings and coordinate DM exercise	Kathy Claxton - CEO Support Officer	LDMG met as required for COVID-19.	Completed	01/07/19	30/06/20	100.00	100.00	 ON TRACK
1.1.6.3 Educate public on and promote community resilience	Kathy Claxton - CEO Support Officer	Daily notices and communications on flood event and Covid-19.	Not Started	01/07/19	30/06/20	100.00	100.00	 ON TRACK
1.1.6.4 All town Levees are maintained in accordance with operation and maintenance manuals and Geotechnical inspection completed at least annually	Brenton Judge - Manager of Transport and Drainage	Geotechnical Inspection completed by Core Consultants - Report Received. Implement maintenance as required in accordance with manuals.	Completed	01/07/19	30/06/20	100.00	100.00	 ON TRACK
1.1.6.5 Finalise the remaining St George Levee Bank Easement Agreements with landholders	Michelle Clarke - Director Finance & Corporate Services	1 earth levee matter remains outstanding at the end of the financial year pending bank consent. 1 block wall pending signature. The remaining 4 block wall levee are still outstanding.	In Progress	01/07/19	30/06/20	95.00	100.00	 ON TRACK

Performance Measures	Unit	Trend	Period Performance			YTD Performance		
			Target	Actual	Indicator	Target	Actual	Indicator
Local Disaster Management Group meets twice per annum	#	↑	2.00	10.00	✓ ON TRACK	2.00	10.00	✓ ON TRACK
LDMG met regularly in relation to COVID-19								
Number of Flood Alert Messages distributed to community	#	↑	0.00	0.00	✓ ON TRACK	0.00	0.00	✓ ON TRACK
Sixteen flood alert messages sent out to the Community via social media, notice boards, letter box droip								
Produce flood information publication	#	↑	0.25	0.25	✓ ON TRACK	1.00	0.75	✓ ON TRACK
Significant information forwarded to community during Flood Event. Publication put on hold due to COVID-19								

GOAL: ECONOMY


PERFORMANCE OVERVIEW

KEY FOUNDATION AREA					
2.1 Strong economic growth where SMEs (Small to Medium Enterprises) and agriculture-related businesses thrive, with a focus on improved connectivity, skilling, diversification and innovation.			Actions On Track	KPI -	
Program		Action Performance		KPI Performance	
2.1.1 Initiatives to build the Food and Fibre Leaders Profile			On Track		On Track
2.1.2 Investment attraction and partnership			On Track		On Track
2.1.3 Value-add and diversification strategies			On Track		On Track
2.1.4 Skilling, training and innovation			On Track		On Track
2.1.5 Business incubation and support			On Track		On Track
2.1.6 Tourism growth and development			Monitor		On Track
2.1.7 Cross-regional partnerships			On Track		On Track

ACTION AND KPI SUMMARY

Goal: Strong economic growth where SMEs (Small to Medium Enterprises) and agriculture-related businesses thrive, with a focus on improved connectivity, skilling, diversification and innovation.

Program: Initiatives to build the Food and Fibre Leaders Profile

Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
2.1.1.1 Promotion of the capability of the food and fibre businesses	Garnet Radford - Economic Development Officer	<p>Q4 was dominated by COVID-19 across all industry sectors. Events planned for the sector including local, regional, and national were cancelled. Some webinars were hosted to assist producers with regards to seasonal worker requirements. Working with producers with regards to branding of products (under the business mentoring program) as well as supply chain opportunities including export and inward investment opportunities with key stakeholders. Promoted product through channels including TSBE. Food and Fibre Conference was scheduled for July 2020 in St George but cancelled due to COVID-19.</p> <p>Business mentoring Round 1 finalising with 14 ag and hort businesses participating. identifying regional supply chain opportunities as well as procurement opportunities for food and fibre businesses. Fact sheets translated 8 languages distributed to key stakeholders including Trade and Investment Queensland.</p> <p>Working with local stakeholders on the profiling which includes the Business Mentoring program that involves agriculture and horticulture. There are 14 participants "mentees" with Round 1 having commenced in December. Mentors to be recruited in January/February. From mentee proposals,</p>	In Progress	01/07/19	30/06/20	91.00	100.00	 ON TRACK

		<p>will include marketing and promotion of capabilities. Regional supply chains and international marketing collateral completed (translated into 7 languages).</p> <p>Completion of industry investment and capability fact sheets - draft versions. Will then translate and distribute to various stakeholders including Austrade and Trade and Investment Queensland (Brisbane offices and outposts), professional service providers, commercial agents. Supply chain and "growing" opportunities. Assistance provided to the Food and Fibre Conference in St George - Council presentation and trade space.</p>						
2.1.1.2 Advocacy and support to businesses regarding key issues and opportunities	Garnet Radford - Economic Development Officer	<p>Q4 was dominated by COVID-19 across all industry sectors. Events planned for the sector including local, regional, and national were cancelled. Some webinars were hosted to assist producers with regards to seasonal worker requirements due to restrictions - essential workers. Health Plan requirements and support. Working with producers with regards to branding of products (under the business mentoring program) as well as supply chain opportunities including export and inward investment opportunities with key stakeholders. Promoted product through channels including TSBE. Food and Fibre Conference was scheduled for July 2020 in St George but cancelled due to COVID-19.</p> <p>Business mentoring support for 30 businesses (34 EOIs). COVID-19 created severe issues for local businesses. Needs for business sustainability, expansion and/or diversification. Assistance with business support and assistance re: government stimulus packages, employing locally through www.stgeorgeqld.com jobs board and further support programs.</p>	Completed	01/07/19	30/06/20	100.00	100.00	 ON TRACK


Feedback and review of opportunities and challenges from businesses and agribusinesses. Mentoring program will assist with some of these challenges. Some advocacy issues raised with November meetings in Canberra - ministerial visit and meetings with key organisations such as the National Farmers Federation. Launch of Buy Balonne Gift Card for the Shire to help stimulate local spending, channel drought assistance into the Shire (funds locked in for the communities from Not for Profits fund allocations) and assisting with online opportunities - training, marketing platforms, campaigns with the Chamber of Commerce.


Will continue to advocate and support the businesses of Balonne regarding issues and opportunities. Notably in the areas of online, local buy, procurement, business growth and training requirements and supply chain opportunities.



Performance Measures	Unit	Trend	Period Performance			YTD Performance		
			Target	Actual	Indicator	Target	Actual	Indicator
Attendance at meetings and networking events related to food and fibre	#	↑	1.00	7.00	✓ ON TRACK	4.00	21.00	✓ ON TRACK
In the quarter, there were 7 webinars attended with regards to supporting the food and fibre industries. Health Plans and seasonal workers, Inland Rail and carbon farming notably.								
Develop marketing collateral on behalf of the food and fibre businesses	#	↔	25.00	25.00	✓ ON TRACK	100.00	100.00	✓ ON TRACK
Marketing collateral completed - industry fact sheets on cattle and sheep, cotton and grain and horticulture.								
Procurement events and opportunities presented to the Food and fibre businesses	#	↑	1.25	3.00	✓ ON TRACK	5.00	10.00	✓ ON TRACK
Food Leaders Australia webinars, Growcom, TIQ and export related supply chain opportunities sessions.								
Strategic and cost-effective Council led annual memberships and advocacy for the food and fibre businesses	#	↔	1.00	1.00	✓ ON TRACK	1.00	1.00	✓ ON TRACK
TSBE/Food Leaders Australia. Reviewing memberships as COVID impacted value of these memberships (limiting networking opportunities)								

Program: Investment attraction and partnership

Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
--------	----------------	------------------	---------------	------------	----------	------------	--------	--------

2.1.2.1 Identify investment opportunities and facilitate development	Garnet Radford - Economic Development Officer	<p>In Q4, there were 3 new enquiries - solar, retail/wholesale expansion and a quarry with YTD being 28 enquiries. Assistance with planning requirements and additional requirements to assist with the projects. Projects emerging from investment in fencing. Impacted from COVID-19.</p> <p>Q3, 6 new business enquiries - Transport & Logistics (2), agriculture (1), energy (1), tourism (1) and retail (1). YTD 26 new business enquiries. There will be a noticeable impact of enquiries in Q4 as a result of corona virus. Further investment opportunities in agriculture (feedlots, pelletising, micro-abattoirs), horticulture and some manufacturing.</p> <p>In Q2, there were nine new enquiries in the period. With YTD being 20 business enquiries. EDO, with agency, has finalised the translated versions of the investment fact sheets for 3 of the pillar industries and distributing to key stakeholders and partners. Investment lead summary report has been produced with 61 active projects all at varying stages of development and across various sectors. The mentoring project and investment from exclusion fencing will contribute to some of these projects coming to fruition.</p> <p>Actively seeking new investment and expansion opportunities for the Shire. In Q1, eleven new enquiries of which nine are new and two are local expansions. Eight from external and three local. Of the new enquiries, four are within agriculture and three from the horticulture sector. New investment fact sheets will drive further enquiry. No investments announced in the quarter.</p>	In Progress	01/07/19	30/06/20	75.00	100.00	
--	---	---	-------------	----------	----------	-------	--------	---

Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
2.1.2.2 Proactively engage with industry stakeholders, key institutions, South West Regional Economic Development Group (SWRED) and Government	Garnet Radford - Economic Development Officer	<p>Continue to build on and develop relationships with key stakeholders with regards to investment promotion and attraction. Key partners include: State Development, SWRED and TIQ. Continued development of the ED and TIQ regional investment attraction program for SW Qld.</p> <p>Working groups such as State Development (COVID-19) support, EDO support, Exclusion Fencing, Business Mentoring and Space initiatives). AusIndustry - business support workshop, Growcom (support to producers), several workshops in March cancelled due to corona virus. Webinars held re: COVID-19.</p> <p>EDO working with key stakeholders. Provided input into the SWRED Strategic and Operational Plans and ideas for regional investment attraction programs. Regular engagement and follow up with TIQ, Austrade, State Development and professional service/investment enablers networks.</p> <p>Regular engagement with industry stakeholders, investment enablers and business support departments and groups (private and public sectors). Engagement noted in Economic Development Activity Report and commented in each monthly Council update.</p>	Completed	01/07/19	30/06/20	100.00	100.00	 <small>ON TRACK</small>

Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
2.1.2.3 Develop marketing collateral for inward investment purposes	Garnet Radford - Economic Development Officer	<p>Marketing materials under review from TIQ re: translations for the fact sheets. With the new communications officers to be in place, will be updating the 2020 economy id data (GRP and sectoral figures) and edits to content. Awaiting on regional investment prospectus from key partners - RDA DDSW, SWRED and TSBE. Information on the shire supplied to these partners.</p> <p>Update collateral for 2020 and peer review on translations - still awaiting confirmation on that. Will outsource to have the fact sheets updated. Work on tourism investment fact sheet for Q4 and 20/21 financial year with Tourism Manager.</p> <p>Investment fact sheets completed, translated and being distributed. Spanish, Korean, Simplified and Traditional Chinese, French, Arabic and Japanese. Date needs to be updated to 2020. Collateral (English) has been loaded onto Council's website. Looking to modify the website to include the translated fact sheets.</p> <p>Collateral (investment fact sheets) have been developed for three of the economic pillars. Awaiting tourism and the possibility of one for infrastructure and resources. Translating the three agriculture and horticulture fact sheets into seven languages in addition to English. Will have printed and digital versions.</p>	Completed	01/07/19	30/06/20	100.00	100.00	 ON TRACK
2.1.2.4 Promote Balonne shire for investment opportunities	Garnet Radford - Economic Development Officer	Continue to promote the shire through existing stakeholder network. COVID-19 had a dramatic impact in the quarter with regards to investor activity with a number of local projects considering expansion deferred. All sessions conducted via Zoom as	Completed	01/07/19	30/06/20	100.00	100.00	 ON TRACK


all in person business events and conferences/forums were cancelled. Building on opportunities with the Chinese community in Brisbane with regards to investment and export and "gaps to be filled". Progressing with opportunities arising from exclusion fencing and small livestock production for the region. Further development of feedlots, micro-abattoir and pelletising opportunities through the mentoring program. Pipeline of 68 business enquiries.

On-going promotion through stakeholder and investor networks - opportunities and projects requiring investment. EDO attended AgInvestment workshop in Goondiwindi and opportunities identified - Ag commercialisation (Farmers2Founders) and Cultivate Farms (getting young farmers on the land).

Investment collateral circulated (English and translated versions) to key stakeholders. Regular follow-up and engagement with stakeholders and investment enablers. providing market research and support to existing enquiries. Meeting programs with targeted and key groups that are aware of potential opportunities when the EDO is in South East Queensland.


Promoting of the Shire through various channels including: existing stakeholder networks (professional services, trade and investment organisations, relevant government departments and NGOs, international trade and chambers of commerce, site selectors, targeted industry associations and investment community). Newly created fact sheets will assist in promotion. Creation of the Darling Downs - South West Investment Attraction Group in the quarter to help drive inward investment


in the region. Horticulture fact sheet supplied to RDA Darling Downs South West for regional promotion. Trade space with SWRED at the AusIndustry Business Support Program trade event in Toowoomba.






Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
2.1.2.5 Work with local business to expand and prioritise existing investment attraction projects and enquiries	Garnet Radford - Economic Development Officer	<p>Investment enquiry summary updated and monitored. 68 active enquiries and includes anticipation timing (project announcement) - several deferred by COVID. Agriculture (14) and horticulture (9) comprise 33% of the inward investment and expansion enquiries in addition to the priority projects. Other notable sectors include tourism (9) and food and feed processing (6). Assistance with planning, site selection, key stakeholder introductions and mentoring assistance.</p> <p>Investment attraction summarised, prioritised and timing - 67 enquiries in addition to priority projects. Projects will be delayed due to corona virus. Mentoring Round 1 commencing - mentors and action plans to support expansion/diversification opportunities for 20 of the participating businesses.</p> <p>Business lead/enquiry summary has been completed to prioritise new and existing projects with the status and likelihood of project commencement noted for each project. Business mentoring program will also assist some of these projects to progress and eventuate.</p> <p>For the investment attraction priority project matrix, projects have been prioritised. The economic development activity report will require updating in Q2 prioritising all of the enquiries and ranking based on likelihood as well as timing. Working with various businesses on local expansion predominantly horticulture as well as agriculture - cattle and sheep feed-lots, expansion and diversification.</p>	Completed	01/07/19	30/06/20	100.00	100.00	 <small>ON TRACK</small>

Performance Measures	Unit	Trend	Period Performance			YTD Performance		
			Target	Actual	Indicator	Target	Actual	Indicator
Attendance at targeted events regionally and nationally	#	↔	1.50	1.50	✓ ON TRACK	6.00	6.00	✓ ON TRACK
All events up until mid June were via videoconferencing. No regional conferences or forums. Main events were regional EDO/State Development forums (4), DDSW Investment Attraction, Welcoming City (National) - 7 conferences attended via video conferencing								
Development of Inward investment collateral	#	↔	1.00	1.00	✓ ON TRACK	4.00	4.00	✓ ON TRACK
Collateral completed. translated versions awaiting peer review from Trade and Investment Queensland								
Establishments of an economic development committee	#	↔	1.00	0.00	✗ NEEDS WORK	1.00	0.00	✗ NEEDS WORK
Advisory committee deferred to new financial year. Terms of reference and discussed at second ED&P committee meeting.								
Facilitating in investor related events/activities	#	↑	1.00	9.00	✓ ON TRACK	4.00	29.00	✓ ON TRACK
Investment meetings and regional investment attraction webinars/meetings with regional stakeholders								
Meetings with prospective investors	#	↑	4.00	28.00	✓ ON TRACK	14.00	64.00	✓ ON TRACK
Follow up discussions with existing enquiries and three new enquiries in quarter. heavily impacted by COVID-19.								
Number of inward investment and local expansion project enquiries	#	↔	3.00	0.00	✗ NEEDS WORK	3.00	0.00	✗ NEEDS WORK
Enquiries received regarding meat works and a range of energy efficiency projects explored.								
Number of Inward investments and local expansion projects announced.	#	↑	1.00	2.00	✓ ON TRACK	4.00	4.00	✓ ON TRACK
Two projects announced in the quarter. Library Innovation Hub and Country University Centre. Other announcements deferred due to COVID-19.								
Presentation to prospective investors	#	↑	1.00	2.00	✓ ON TRACK	6.00	9.00	✓ ON TRACK
Two meetings involving presentations to prospective investors in the quarter								
Regional inward investment attraction projects	#	↔	1.00	3.00	✓ ON TRACK	2.00	6.00	✓ ON TRACK
SWRED, DDSW Investment Attraction and State Development Investment attraction projects and strategy								



Program: Value-add and diversification strategies

Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
2.1.3.1 Advocate and identify programs and initiatives to support value-add and diversification (including adjustment and transition of reduced water from MDBP).	Garnet Radford - Economic Development Officer	<p>Continue to work with businesses looking to diversify. COVID-19 forced many businesses in the shire to review their operations and "pivot" and diversify notably in the retail and tourism sectors. Others expanded notably into online sales. There are 8 mentees in the mentoring program looking at value-add and diversification on the farms. Monitoring the value-add to arise from exclusion fencing investments.</p> <p>Business mentoring Round 1 with a strong focus on value-add and diversification in the mentees action plans. Mentoring support to these businesses. Several SMEs looking to expand into online platforms and sales. Introductions to these mentors and groups offering such services.</p> <p>In Q2, there were 70 referrals for relevant government programs and contacts. The mentoring program will assist with further value-add/diversification occurring in the communities.</p> <p>Identifying supply chain, export development, online sales, investment introductions (capital requirements) and diversification for businesses across various sectors but notably agriculture and horticulture. A total of 76 referrals in the period.</p>	Completed	01/07/19	30/06/20	100.00	100.00	 <small>ON TRACK</small>

Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
2.1.3.2 Work with local businesses on value-add and diversification	Garnet Radford - Economic Development Officer	<p>In Q4, continue to work with local businesses looking to value-add and/or diversify their operations. There are 12 businesses in the mentoring program that is expanding/diversifying. Primarily diversification on the farms - micro abattoirs, pelletising and feedlot development. Monitoring these developments for further value-added opportunities.</p> <p>Sixteen businesses in the mentoring program looking to diversify or develop value-add opportunities to their businesses. Several of the participating businesses in the mentoring and businesses in the shire using this opportunity to develop strategies around diversification and additional revenue streams. Online training, up-skilling and diversifying operating models.</p> <p>In Q2, assisted 7 businesses looking to diversify their operations and encouraging them to apply for the Business Mentoring program. Businesses are from agriculture, horticulture, SME and tourism sectors.</p> <p>Working with agriculture and horticulture businesses (4) on value-add and diversification. This includes further opportunity in the supply chain - feed inputs, processing, referral of relevant government programs and investment. Assisted two wholesale/retail businesses with opportunities to build capability (new product lines) with the aim to distribute to their existing and potential customer base in the region. Looking at export opportunities for two businesses.</p>	Completed	01/07/19	30/06/20	100.00	100.00	 ON TRACK

Performance Measures	Unit	Trend	Period Performance			YTD Performance		
			Target	Actual	Indicator	Target	Actual	Indicator
Programs identified and referred on to local businesses and agribusiness	#		6.00	6.00	 ON TRACK	24.00	150.00	 ON TRACK
Referral of business support services and programs notably in regards to COVID but also agricultural related.								
Support to local businesses for value –add and diversification	#		4.50	14.00	 ON TRACK	18.00	52.00	 ON TRACK
Eleven producers and three retailers diversifying (business mentoring). Retail diversification into online sales.								

Program: Skilling, training and innovation

Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
2.1.4.1 Support the development of the Library innovation Project to incorporate a business and innovation hub	Garnet Radford - Economic Development Officer	<p>In Q4, funding for the Library Innovation Hub (LIH) was announced - (\$5 million). Includes the St George hub and services at the Dirranbandi RTC. Project Manager to be appointed and focus will be the various functions and services the centre will house. The Country University Centre (CUC) was also announced and the LIH will be the home for the CUC.</p> <p>Continue to support the Project Officer and key groups in identifying further opportunities including funding for the project. One emerging industry has been identified that could be included aligning with training and innovation but also tourism.</p> <p>Working closely with the Project Manager on opportunities for the Library innovation Hub as well as supporting other communities in the innovation hub and spoke model. Economic modelling for grant applications, potential partners, uses, funding and ad hoc requests. Utilisation of facility for business and agribusinesses when established.</p> <p>Ideas and opportunities presented to the project manager of the Library Innovation Project. Includes cultural as well as training, notably a potential partnership with a co-working space provider in Toowoomba. Also includes new ag related technologies to be considered for both augmented and virtual reality training.</p>	Completed	01/07/19	30/06/20	100.00	100.00	 ON TRACK
2.1.4.2 Support the Chamber of Commerce and Progress Associations to deliver business training programs and events	Garnet Radford - Economic Development Officer	In Q4, Council hosted a webinar for grant writing and the Queensland Government Adaptation Grant Program. provided further assistance to businesses with grants and online training available through both State and Federal Government departments.	Completed	01/07/19	30/06/20	100.00	100.00	 ON TRACK

Promoted an excel for graziers workshop. Updates to the Dirranbandi (MDAG projects and economic development) and Thallon (Inland Rail and economic development) Progress Associations. Business support services provided to businesses regarding COVID impacts through Bettering Balonne. Business mentoring training and webinars organised for July 2020. Quarterly report to Chamber of Commerce on Buy Balonne Gift Card program.

Training programs in quarter cancelled due to flooding and corona virus. Cross promotion of business events including Buy From the Bush Queensland. AgInvestment workshop in Goondiwindi promoted through Progress Associations. Support for the Rural Financial Counsellors workshops in Dirranbandi and St George.


Buy Balonne Gift Card - 95 businesses participating and all 7 communities in Balonne Shire live. Bollon LIVE in quarter. Financial analysis and reporting to Council - over \$30,000 in sales since the program launched in mid-November 2019. Uptake of the gift cards by not-for-profits. Chamber Business After Hours event in March at St George Medical Centre and EDO attended 3 Chamber meetings - away for March - EDO Forum in Chinchilla. COVID-19 related business information. Bettering Balonne approval of business support and business mental health assistance. New jobs board for the shire created through www.stgeorgeqld.com. Established COVID-19 business task force for the region.


Progress Associations business mentoring program and workshops, Buy Balonne Gift Card and promoting workshops in communities. Thallon - inland rail CLIP

proposals.

Business Mentoring to commence in early 2020 after Round 1 intake. Assistance with Buy Balonne Gift Card, recruitment and support for businesses to be activated. Training programs referred in the period to 9 businesses (Queensland Government and AusIndustry). Reviewing training requirements for business for 2020 program. Supported Thallon Progress Association re: Buy Balonne Gift Card and Inland Rail submissions.



Supporting the various groups with business training delivered via various government and private groups. ASBAS proposed training in e-commerce, ecoBiz program rolled out in August with 20 participating businesses from across the Shire including consultant "on-site walkabouts" and action plans for the participants. Follow up with Bettering Balonne for other potential business training.

Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
2.1.4.3 Support Bettering Balonne and other organisations providing business training to local businesses	Garnet Radford - Economic Development Officer	<p>Business support assistance through Bettering Balonne to 4 businesses. 4 more businesses in the quarter have enrolled in the mentoring program (COVID-19 round) with three others enquiring. Promotion of online training programs and webinars to businesses from various groups including Queensland Government. Adaptation grant writing. Further training programs for producers - excel and LoRoWan. Business mental health program deferred based on current uptake.</p> <p>Bettering Balonne funding for business advisory and business mental health as a result of corona virus. Majority of business training cancelled or deferred due to corona virus or flooding. Business mentoring Round 1 commenced in quarter - included 2 workshops (with past mentored business panels) and AgInvestment in Goondiwindi.</p> <p>Planning for a strategic planning session for 2020 and bettering Balonne. Digital workshop was planned for November but postponed due to timing. Embracing Digital technology for agriculture and horticulture delivered in November - 20 attendees. Intake of Round 1 mentoring participants - 34 approved for mentoring.</p> <p>No meeting with Bettering Balonne in the quarter but working with group on training program for the remainder of the year. Supporting various Commonwealth, State and private initiatives to deliver business training to the region. Digital and AgTech training opportunities being reviewed.</p>	Completed	01/07/19	30/06/20	100.00	100.00	 ON TRACK

Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
2.1.4.4 Identify and advocate for programs and services to provide opportunities in the community for upskilling, training and innovation	Garnet Radford - Economic Development Officer	<p>In Q4, continued to work with training providers and key stakeholders with regards to business and producer training needs. Computer training needs was identified by the Cotton Growers Association and EDO is following up. Online and e-commerce training for businesses looking to sell online. Further training to be required includes freight and export related. Tourism - online booking processes, platforms and social media to be delivered. Webinars in Ag, SME and Tourism to commence in August for the business mentoring program and open to all businesses in the shire.</p> <p>Q3 - working with training providers to provide education and training workshops. Two events were held including utilising digital technology were held. Six events were cancelled in the quarter either due to flooding or corona virus. Various online webinars promoted in the month of March.</p> <p>Business Mentoring program proceeding and training requirements from this program will be identified. Opportunities with migrants and indigenous groups to determine skill gaps and opportunities from current and proposed investments. Proposing a jobs vacancy site for the Shire. RDA DDSW was exploring one for the region but cost was a constraint. Training and skilling needs would be included with this site.</p> <p>Liaising with business on potential training requirements including certification and licensing. There will be up-skilling requirements for potential migrant workers and also investigating training and opportunities in indigenous groups notably in agriculture and horticulture.</p>	Completed	01/07/19	30/06/20	100.00	100.00	 ON TRACK

Performance Measures	Unit	Trend	Period Performance			YTD Performance		
			Target	Actual	Indicator	Target	Actual	Indicator
Development of the Business and Innovation Hub (Library)	%	↔	25.00	25.00	✓ ON TRACK	25.00	25.00	✓ ON TRACK
Library Innovation Hub fundng announced in quarter.								
Number of applications made to access workforce development program funding	#	↑	1.50	2.00	✓ ON TRACK	6.00	6.50	✓ ON TRACK
Council is aware of 2 applications made in the quarter with regards to workforce development training and fundng								
Number of businesses referred to workforce development and training programs	#	↑	6.00	9.00	✓ ON TRACK	24.00	33.00	✓ ON TRACK
Nine referrals to workforce development funding in the quarter.								
Number of training and skilling programs offered in the Balonne Shire	#	↔	2.00	2.00	✓ ON TRACK	2.00	2.00	✓ ON TRACK
Business mentoring, small business support, excel training offered in the quarter.								

Program: Business incubation and support

Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
2.1.5.1 Advocate for, and, support programs that provide business incubation (including mentoring and support)	Garnet Radford - Economic Development Officer	<p>Business support and innovation hubs with Toowoomba including AgTech and will be delivered through the Library Innovation Hub. Opportunity for hot desk opportunities in Toowoomba and Roma. Programs being identified for the Hub through stakeholders such as the Office of the Chief Entrepreneur and government and private business support and training providers.</p> <p>Library Hub and connectivity, co-working spaces regionally and regional nodes (Toowoomba and Goondiwindi). Commencement of mentoring program Round 1.</p> <p>Business mentoring launched for agribusiness, SME and tourism businesses. 34 businesses approved for the mentoring sessions to commence in early 2020. A series of workshops and one-on-one mentoring will occur. From the mentoring program, there could be some business incubation support opportunities arise.</p> <p>Working with Toowoomba based co-working and incubator program as a partner for Balonne Shire based businesses to access such services and also opportunities in the Library project. Liaising with relevant government departments on applicable support programs.</p>	Completed	01/07/19	30/06/20	100.00	100.00	 ON TRACK
2.1.5.2 Number of businesses supported – start-up and existing businesses	Garnet Radford - Economic Development Officer	In Q4, a significant amount of support was allocated to assist businesses with regards to COVID-19 as well as the business mentoring program. On-going assistance provided to the 30 business mentoring mentees as well as four mentees in the COVID-19 round of mentoring. Other COVID-19 assistance including business support and support to producers notably in establishing Health	Completed	01/07/19	30/06/20	100.00	100.00	 ON TRACK

Plans and directives from the Chief Medical Officer. All training was conducted via videoconferencing which included assistance with grant awareness and grant application writing. Support services to a total of 60 businesses and number of support services provided to each sector) included: Agriculture (31), Retail (31), Horticulture (26), Tourism (25), Professional Services (9), Not For Profit (6), Indigenous business (4), Health and Medical (3), Manufacturing and Construction (2) and Education and Training (2).

Q3 there were 50 businesses supported with introductions and referral service in the quarter. Breakdown of services to sectors included: agriculture (26), professional services (18), retail (10) and tourism (9)

Business support in Q2 was 70 referrals over 31 businesses. Agriculture (21), retail (15) and tourism (12) were the highest represented sectors of support. 34 business mentoring applicants. Support provided to the priority project list as well as a review and update to the existing business enquiries - active (61). Six new local projects of which 2 were new projects and 4 are proposed expansions.

Businesses supported in the quarter were 76 referrals over 24 businesses. Agriculture (16 referral services) and tourism (10) were the highest represented sectors. Support to eleven businesses (expansion and inward investment inquiry). ecoBiz program walkabouts across the Shire operated in August with 20 business participating. Included 2 hour free assessments and action plan to implement opportunities and cost saving measures.

Performance Measures	Unit	Trend	Period Performance			YTD Performance		
			Target	Actual	Indicator	Target	Actual	Indicator
Attendance at Chamber of Commerce meetings and related events	#	↔	2.00	2.00	✓ ON TRACK	2.00	2.00	✓ ON TRACK
2 Chamber of Commerce and 3 Progress Association meetings								
Number of business support events facilitated in the Shire with partners	#	↓	2.00	3.00	✓ ON TRACK	2.00	3.50	✓ ON TRACK
Grant writing webinar, business mentoring sessions, COVID-19 business support services.								
Support and liaise with the St George and District Chamber of Commerce, local Progress Associations	#	↔	12.00	12.00	✓ ON TRACK	48.00	48.00	✓ ON TRACK
Meetings, Updates, Project support (Buy Balonne Gift Card and analysis) and business support programs for area.								




Program: Tourism growth and development


Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
2.1.6.1 Facilitate and promote local tourism initiatives and opportunities via Social media and other means	Kim Wildman - Manager of Tourism	Promotion of a variety of local tourism initiatives and opportunities via social and print media have been achieved. Welcome Mate was launched and it was a huge success. However it was quickly put on hold due to COVID-19.	Completed	01/07/19	30/06/20	100.00	100.00	✓ ON TRACK
2.1.6.2 Facilitate and manage the creation of new Tourism & Events Strategy	Kim Wildman - Manager of Tourism	The new Tourism & Events Strategy 2025 was endorsed by Council at February Council meeting.	Completed	01/07/19	30/06/20	100.00	100.00	✓ ON TRACK
2.1.6.3 Create, develop & seek funding for a new Event Organisers workshop series	Kim Wildman - Manager of Tourism	Application for for second grant submitted. Due to COVID-19, all grants have been put on hold. All events have been cancelled indefinitely. Unlikely that this will be achieved as a result.	Deferred	01/07/19	30/06/20	35.00	100.00	⚠ NEEDS WORK
2.1.6.4 Create and deliver new tourism products for the Shire	Kim Wildman - Manager of Tourism	Work on new tourism products is continuing. New Self Drive Pub Tours are in progress, including a Pub Tour, of the Shire, and a new self guided Tree Walk for St George. Cubbie Station in Dirranbandi have begun. Informational signage for the Boomerangs at Nindigully has been completed.	In Progress	01/07/19	30/06/20	91.00	100.00	✓ ON TRACK







Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
2.1.6.5 Implement the Balonne Shire Tourism Marketing campaign	Kim Wildman - Manager of Tourism	New Tourism Marketing Campaign Welcome Mate launched early March and was a huge success. The program has now been put on hold due to COVID-19 with a plan for a relaunch when the time is right.	Completed	01/07/19	30/06/20	100.00	100.00	 ON TRACK

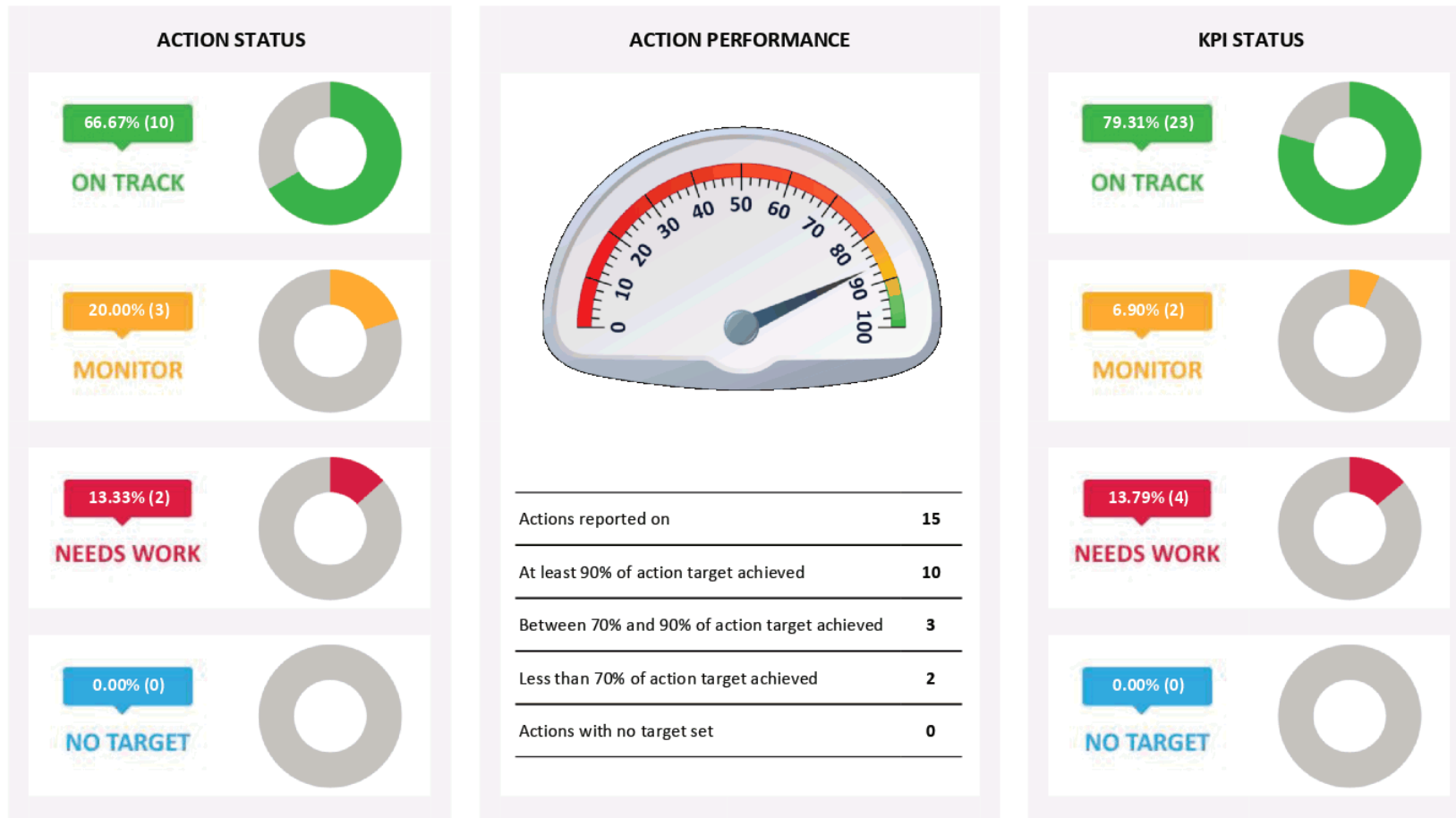
Performance Measures	Unit	Trend	Period Performance			YTD Performance		
			Target	Actual	Indicator	Target	Actual	Indicator
100 point/year increase in hits on the website as part of the Visit St George and Surrounds FB page (and website)	#		25.00	0.00	 NEEDS WORK	100.00	25.00	 NEEDS WORK
Unable to report on this at this time.								
5% increase in visitor numbers to the Visitor Information Centre	%		5.00	0.00	 NEEDS WORK	5.00	0.00	 NEEDS WORK
The Visitor Information Centre was closed from 25 March until 8 June. Unable to compare to 2019 statistics.								
5% increase in visitors participating in local tours (depending on seasonal requirements)	%		5.00	0.00	 MONITOR	20.00	93.00	 ON TRACK
The Visitor Information Centre was closed from 25 March until 8 June 2020. Tours only commenced 11 June so unable to compare to 2019 statistics.								
Establish Visit St George and Surrounds website	%		100.00	0.00	 NEEDS WORK	100.00	0.00	 NEEDS WORK
No funding was ever given for this. Branding strategy needs to be completed first before any decision on whether a separate tourism website should be established. Work on the new Branding Strategy has commenced.								
Volunteer participation at the VIC is maintained at 90 hours or more/quarter (depending on seasonal requirements)	#		270.00	0.00	 NEEDS WORK	270.00	0.00	 NEEDS WORK
The Visitor Information Centre was closed from 25 March until 8 June. No volunteers have been working at the Visitor Information Centre during this time.								

Program: Cross-regional partnerships















Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
2.1.7.1 Participate in regional groups including South West Local Government Association of Queensland, Border Regions of Council, South West Regional Economic Development, South West & Darling Downs Council of Mayors	Matthew Magin - Chief Executive Officer	Less regional meetings in Q4 due to COVID-19. SWRED meeting held in 28/05/2020, Civic Leaders forum held on line. Western Alliance of Councils meetings held on line with a view to developing a 10 point election plan.	Completed	01/07/19	30/06/20	100.00	100.00	 ON TRACK
2.1.7.2 Attend or send delegate to Regional Road Group meetings and advocate for funding infrastructure in the Shire	Andrew Boardman - Director Infrastructure Services	Attended all to-date or delegate sent on behalf	Completed	01/07/19	30/06/20	100.00	100.00	 ON TRACK
2.1.7.3 Represent the region and advocate on behalf of local business entities	Matthew Magin - Chief Executive Officer	Economic Development Officer continues to support local business with business mentoring and other initiatives.	Completed	01/07/19	30/06/20	100.00	100.00	 ON TRACK

Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
2.1.7.4 Work with food and fibre businesses on regional collaboration and opportunities	Garnet Radford - Economic Development Officer	<p>Continue to work with local fruit and vegetable and cattle producers and fibre groups with regards to supply chain opportunities. Building interest from groups in the shire looking at their own branding - would also include their own processing facilities. Cross regionally, Goondiwindi Council and TSBE/Food Leaders for regional support and assistance. Expansion at Wellcamp Airport for freight - new Singapore Airline freight service.</p> <p>Partnering with TSBE and Food Leaders Australia on further supply chain and export opportunities. Liaise with local groups Fruit and Vegetable Association and Cotton groups re: AgTech, seasonal workers and requirements.</p> <p>Continue to work with peak industry groups in Food and Fibre and regional groups regarding regional opportunities. Supply-chain, marketing. The EDO proposed new project opportunities with Goondiwindi Regional Council in early December around Food and Fibre.</p> <p>Working with various organisations in the food and fibre sector including peak organisational bodies St George Fruit and Vegetable and Border Rivers Food and Fibre on opportunities as well as advocacy. Liaising with Food Leaders Australia via TSBE on potential regional supply chain and export opportunities.</p>	Completed	01/07/19	30/06/20	100.00	100.00	 <small>ON TRACK</small>

Performance Measures	Unit	Trend	Period Performance			YTD Performance		
			Target	Actual	Indicator	Target	Actual	Indicator
Attendance at stakeholder meetings and events	#		1.50	21.00	 ON TRACK	6.00	38.00	 ON TRACK
Various stakeholder meetings and events during the quarter. No events with regards ot memberships but 17 events via webinar and 4 in person.								
Increase in number of cross-regional economic growth initiatives	%		1.00	0.00	 NEEDS WORK	1.00	0.00	 NEEDS WORK
Economic growth was positively impacted by the February Flood event and the replenishment of water in the dam and river system however the COVID-19 pandemic event has negatively impacted on economic growth. The WDEF project continues to assist future economic growth in the agricultural sector.								

GOAL: ENVIRONMENT


PERFORMANCE OVERVIEW













KEY FOUNDATION AREA 3.1 To enhance, protect and sustain the environment, ensuring a triple bottom line approach of balancing social and economic needs with environmental goals.		 Actions Monitor	KPI -
Program		Action Performance	KPI Performance
3.1.1 Best practice waste management and recycling		On Track	 On Track
3.1.2 Effective water planning		On Track	 On Track
3.1.3 Biosecurity, pest management and stock route planning		Monitor	 On Track
3.1.4 Investment and adoption of sustainable and renewable solutions	-	-	 Off Track
3.1.5 Strong partnerships with stakeholder groups and government	-	-	 On Track
3.1.6 Advocacy for a triple bottom line approach		On Track	-
3.1.7 Community education programs		On Track	 On Track
3.1.8 Wastewater and sewerage services that protect public health and the environment		Off Track	 On Track

ACTION AND KPI SUMMARY




Goal: To enhance, protect and sustain the environment, ensuring a triple bottom line approach of balancing social and economic needs with environmental goals.







Program: Best practice waste management and recycling

Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
3.1.1.1 Complete and implement Waste Recycling Plan as required by legislation	Dianne Francisco - Environmental Health Officer	Ongoing implementation.	Completed	01/07/19	30/06/20	100.00	0.00	 ON TRACK

Performance Measures	Unit	Trend	Period Performance			YTD Performance		
			Target	Actual	Indicator	Target	Actual	Indicator
1 annual shire clean-up is conducted per annum	#		1.00	1.00	 ON TRACK	1.00	1.00	 ON TRACK
Completed. Added Mungindi								
100% kerb side waste and recycling bins collected as scheduled	%		100.00	100.00	 ON TRACK	100.00	100.00	 ON TRACK
Operations conducted to contract schedule. All service requests completed and bins issued								
100% of non-conformance issues with licensing provisions for landfill are resolved within defined timeframes	%		100.00	100.00	 ON TRACK	100.00	100.00	 ON TRACK
Landfills audited by department. All matters of concern relating to new legislation complied with. Greenwaste stockpiled awaiting disposal solution. New transfer station Nindigully.								
5% improved options for Waste Reduction and Recycling techniques and services	%		1.25	1.25	 ON TRACK	5.00	3.75	 MONITOR
waste recovery improvements made to communities in Dirranbandi, Thallon and Bollon. New waste transfer station Nindigully. Promotion of Lions containers for change service.								







Program: Effective water planning

Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
3.1.2.1 Dirranbandi Water Treatment Plant completed in consultation with the Dirranbandi community	Andrew Boardman - Director Infrastructure Services	Works Completed	Completed	01/07/19	30/06/20	100.00	100.00	 ON TRACK
3.1.2.2 Consider water security for each township as part of Asset Management, Risk Management and Business Continuity Strategies	Peter Willey - Manager Water, Sewerage and Towns	Water security plan being considered	In Progress	01/07/19	30/06/20	75.00	100.00	 MONITOR
3.1.2.3 Advocate on behalf of the community in relation to Murray Darling Basin issues	Matthew Magin - Chief Executive Officer	No meetings held in Q4 due to COVID, meetings held with David Littleproud MP to maintain advocacy.	Completed	01/07/19	30/06/20	100.00	100.00	 ON TRACK

Performance Measures	Unit	Trend	Period Performance			YTD Performance		
			Target	Actual	Indicator	Target	Actual	Indicator
90% compliance with council customer service standards for urban water supplies	%		90.00	100.00	 ON TRACK	90.00	100.00	 ON TRACK
Water restrictions are initiated in accordance with Council policy	%		100.00	100.00	 ON TRACK	100.00	100.00	 ON TRACK
Restriction eased to Level 1 this quarter								

Program: Biosecurity, pest management and stock route planning

Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
3.1.3.1 Participate in Regional Pest Management Planning	Robyn Shapcott - Manager Rural Services & Compliance	Staff attended and engaged with two regional forums in NRM (Dalby) and the Land Restoration Fund (Roma). Two QFPI biosecurity grant applications made in partnership with MRC (Wild dog control) and GRC, WDRC, TRC (cactus control). Two Wild Dog Advisory Committee meetings held with regional and State participants. Hosted 1080 training in St George with State and neighbouring Shire staff.	Completed	01/07/19	30/06/20	100.00	100.00	 ON TRACK



Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
3.1.3.2 Successful implementation of Wild Dog Exclusion Fence funding agreements	James Gubby - Wild Dog Exclusion Fencing Co-Ordinator	All agreements signed for REDP (17), CCWI (10), SRS1 (23), MDEDP (40 properties). Funding approved for SRS2 (14+4 properties)	Completed	01/07/19	30/06/20	100.00	100.00	 ON TRACK
3.1.3.3 Effective management, implementation and construction of the Wild Dog Exclusion Fence Scheme	James Gubby - Wild Dog Exclusion Fencing Co-Ordinator	All agreements signed REDP, CCWI, SRS1, and MDEDP. REDP 70% complete with a variation for Homestead. CCWI 80% complete. SRS1 all materials on site and 5% complete. MDEDP 4% materials on site. MDEDP was behind schedule and all caught up by July.	Completed	01/07/19	30/06/20	100.00	100.00	 ON TRACK
3.1.3.4 Develop and implement a Wild Dog control policies and controls	Robyn Shapcott - Manager Rural Services & Compliance	Approved 2019-2024 Biosecurity Plan in October. Scalp policy and procedure approved and implemented. 5m vegetation clearance from boundaries submitted as motion to LGAQ. Queensland wild dog fence precepts submission information to LGAQ. 5m vegetation clearance from WDEF policy approved by Council. WDEF grant and special rate criteria included landholder submission of farm biosecurity plans.	Completed	01/07/19	30/06/20	100.00	100.00	 ON TRACK
3.1.3.5 Develop and Implement a 5 year Balonne Shire Stock Route Network Management Plan in conjunction with the Queensland Stock Route Management Strategy	Robyn Shapcott - Manager Rural Services & Compliance	Early draft of 5 Year Balonne Shire Stock Route Network Management Plan prepared in Qtr. 3 and shared with LGAQ (who note it is the first). Submitted input on State Stock Route Strategy to DNRME via LGAQ. Engaged with Stock Route forum and workshops with DNRME in Roma. Rescheduled to align with State Strategy Q1 and Q2 2020/21.	In Progress	01/07/19	30/06/20	70.00	100.00	 MONITOR
3.1.3.6 Implementation of the Feral Scan App for the compliance and monitoring of our Wild Dog Scalp Bounty and Retainer Policy	Robyn Shapcott - Manager Rural Services & Compliance	Requirement introduced with Scalp Policy. Discussed with Wild Dog Advisory Committee and those submitting scalps. Update in Beyond the Wire newsletter. Requires more education direct to Landholders and trappers to effectively use the app.	In Progress	01/07/19	30/06/20	50.00	100.00	 NEEDS WORK
3.1.3.7 Review and maintain the Balonne Shire Grid & Exclusion Fence Wing Policy	Andrew Boardman - Director Infrastructure Services	Run through design finalised, Policy documents reviewed schedule of Council workshop required	In Progress	01/07/19	30/06/20	80.00	100.00	 MONITOR

Performance Measures	Unit	Trend	Period Performance			YTD Performance		
			Target	Actual	Indicator	Target	Actual	Indicator
Number of Grazing/Agistment Permits Issued	#	↑	5.00	0.00	ON TRACK	5.00	0.00	ON TRACK
One drover only								
1 animal inspection program is conducted per annum	#	↔	0.00	0.00	ON TRACK	0.00	0.00	ON TRACK
Was conducted in November 2019								
25 % increase in WDEF fencing erected in the Shire	%	↑	25.00	46.00	ON TRACK	25.00	46.00	ON TRACK
46 percent of REDP (9/9 BSC), CCWI (10/10), SRS1 (23/23) and MDEDP (0/40) have commenced fencing. Approved funds for REDP, CCWI, SRS1, MDEDP and SRS2 amounts to 1,903km								
90% of all service requests relating to animal control are responded to within 10 business days	%	↔	90.00	100.00	ON TRACK	90.00	100.00	ON TRACK
Customers are contacted and updated throughout the investigation and findings.								
90% of Capital Projects completed within budget and on time	%	↔	90.00	100.00	ON TRACK	90.00	100.00	ON TRACK
Stock Route Capital Works for the year were completed on time and to budget								
90% of Operational Projects completed within budget and on time. D	%	↑	90.00	76.00	MONITOR	90.00	76.00	MONITOR
ERS 16 achieved and 5 part-achieved or budget not required								
95% of service requests relating to Wild Dog Exclusion Fence are responded to within 10 business days	%	↔	23.75	100.00	ON TRACK	23.75	100.00	ON TRACK
All achieved in 10 days								
Area of noxious weed spraying completed within budget constraints	Ha	↓	5,000.00	80.00	NEEDS WORK	20,000.00	2,580.00	NEEDS WORK
80 ha of Parthenium sprayed in Qtr. 4. The larger target area anticipated the CCWI grant aerial weed identification and control. This was delayed by grant variation as the drought had made weeds invisible from the air.								
Number of baiting program is delivered within budget	#	↔	1.00	1.00	ON TRACK	2.00	2.00	ON TRACK
Second baiting for year conducted May (first in October)								
Number of dangerous dogs declared	#	↔	0.00	0.00	ON TRACK	0.00	0.00	ON TRACK
None								

Performance Measures	Unit	Trend	Target	Actual	Indicator	Target	Actual	Indicator
Number of Drought Declaration Permits issued	#	↔	0.00	0.00	✓ ON TRACK	0.00	0.00	✓ ON TRACK
None								
Number of properties participating in strategic wild dog baiting or control programs	%	↑	50.00	50.00	✓ ON TRACK	50.00	40.00	✓ ON TRACK
Around 55 properties participated on October baiting. A further 22 in QFPI aerial baiting of difficult areas and 80 landholders participated in the May Campaign. A successful year with the baiting budget exceeded. 15% of properties so target needs modifying.								
Number of travelling stock permits issued	#	↑	5.00	1.00	⚠ NEEDS WORK	5.00	0.25	⚠ NEEDS WORK
1 drover in quarter. The high season is Q1 and Q2								
Number of wild dog scalps surrendered and compliant to Council	#	↑	125.00	98.00	✓ ON TRACK	500.00	264.00	⚠ NEEDS WORK
279 Scalps submitted for the year - about 56% of the target								
Number of Wing Exclusion Fence Applications received and implemented for the Wild Dog Exclusion Fence Scheme and Funding	#	↑	1.25	6.00	✓ ON TRACK	5.00	18.50	✓ ON TRACK
Wings approved in conjunction with WDEF fund agreements. Agreements completed for REDP, CCWI, SRS1, and MDEDP.								
Pest animal and weed monitoring compliance inspections undertaken within the Wild Dog Exclusion Fences	#	↑	1.25	37.00	✓ ON TRACK	5.00	43.25	✓ ON TRACK
All CCWI, SRS1, MDEDP funds required biosecurity plans and pest control information. All CWI, SRS1 and 10% of MDEDP have had initial inspections.								
Practical completion of fences within timeframes and budget	%	↑	23.75	36.00	✓ ON TRACK	95.00	112.00	✓ ON TRACK
30 June expectation that all CCWI and 50% of SRS1 would be complete. Actual 7/10 CCWI and 1/12 SRS1 completed. No council funds exceeded.								





Program: Investment and adoption of sustainable and renewable solutions

No actions specified for this period


Performance Measures	Unit	Trend	Period Performance			YTD Performance		
			Target	Actual	Indicator	Target	Actual	Indicator
Number of development applications for sustainable and renewable energy developments	#	↔	0.25	0.00	 NEEDS WORK	0.25	0.00	 NEEDS WORK
Assisted two separate enquiries for waste to energy plants. None submitted to date.								

Program: Strong partnerships with stakeholder groups and government


No actions specified for this period




Performance Measures	Unit	Trend	Period Performance			YTD Performance		
			Target	Actual	Indicator	Target	Actual	Indicator
Evidence of collaborative approaches including partnerships and engagement	#	↔	0.25	0.25	 ON TRACK	0.25	0.25	 ON TRACK
Continuing collaborative partnerships and have been successful in a range of grant programs such as Country University and Innovation Library Hub projects. Completed QFPI aerial baiting grant with MRC. Joint QFPI NRM grant applications with both GRC and MRC. Partnership developed with QMDC for Indigenous Ranger.								
Number of strategic communication responses (written and face-to-face) to advocate for balanced environmental management laws and reform	#	↓	1.25	1.25	 ON TRACK	1.25	1.25	 ON TRACK
Biosecurity Plan adopted by Council October 2019. Submissions via LGAQ on both 1080 and Stock Route Management Strategy. Submissions to LGAQ on QLD wild dog fence precepts and on 5m boundary fence vegetation clearing. Worked with DNRME and LGAQ on BSC 5m WDEF vegetation clearance policy.								

Program: Advocacy for a triple bottom line approach

Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
3.1.6.1 Maintain/collect information required to meet Council's obligations regarding Environmentally Relevant Activities and associated Annual Returns/Reporting.	Dianne Francisco - Environmental Health Officer	Ongoing. Landfills were audited by Department.	Completed	01/07/19	30/06/20	100.00	0.00	 ON TRACK







Program: Community education programs

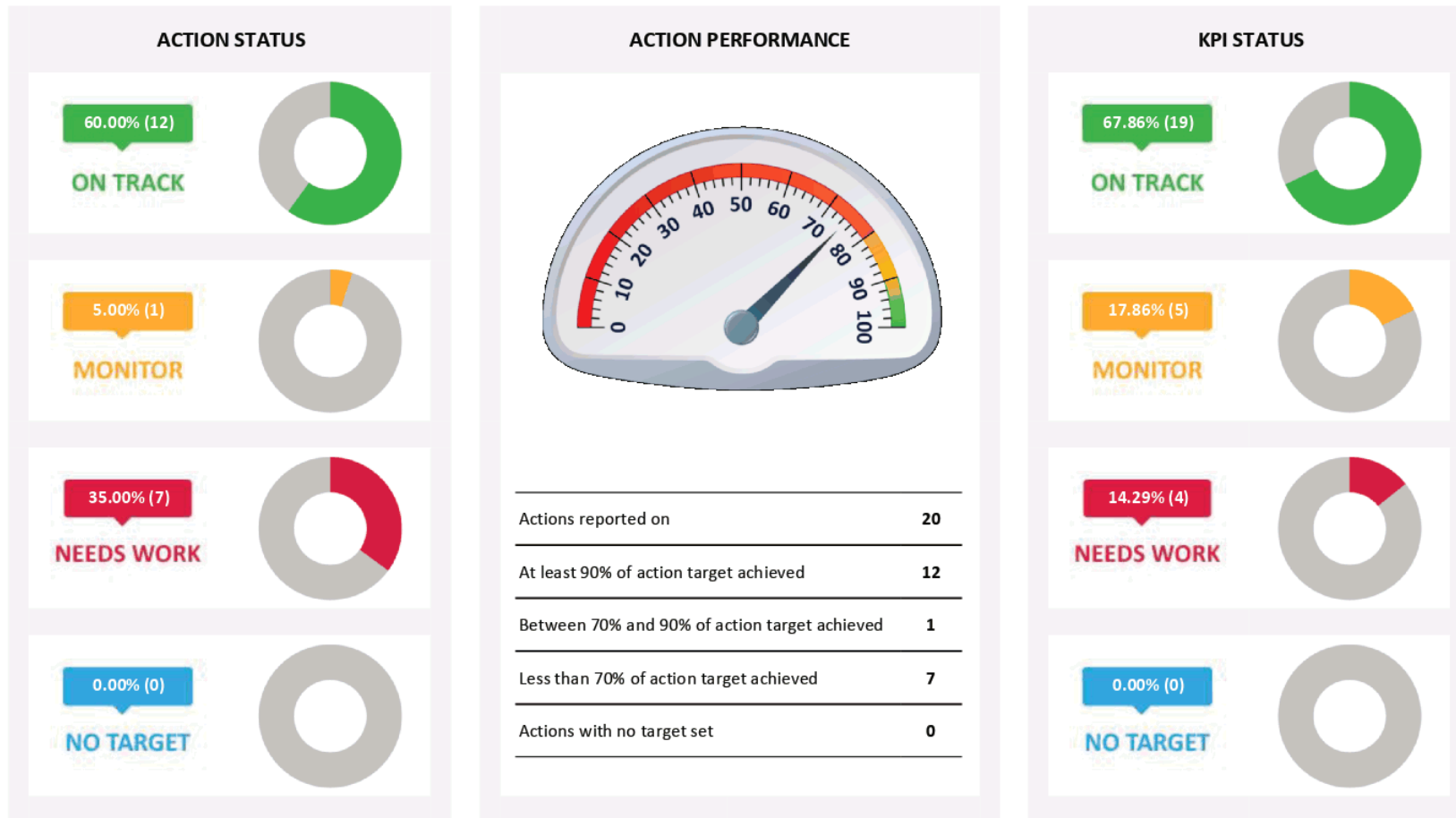
Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
3.1.7.1 Promote recycling through the contract refuse collection and initiate public education regarding the benefits	Dianne Francisco - Environmental Health Officer	Recycling bins provided to households/businesses in contract, and to selected events. Assisted promotion of containers for change (Lions recycling)	Completed	01/07/19	30/06/20	100.00	100.00	 ON TRACK

Performance Measures	Unit	Trend	Period Performance			YTD Performance		
			Target	Actual	Indicator	Target	Actual	Indicator
Forums, attendance at meetings and other community engagement programs	#		1.00	1.00	 ON TRACK	1.00	1.00	 ON TRACK
Regional Waste and environment Health attended via TEAMS - input provided								















Program: Wastewater and sewerage services that protect public health and the environment

Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
3.1.8.1 Service and repair St George Sewerage Treatment Plant primary sedimentation tank	Peter Willey - Manager Water, Sewerage and Towns	Deferred to 20/21 financial year	Deferred	01/07/19	30/06/20	20.00	100.00	 NEEDS WORK
3.1.8.2 Implement a water & sewerage replacement/maintenance program within budget constraints	Peter Willey - Manager Water, Sewerage and Towns	Asset Management Plan adopted	Completed	19/11/19	30/06/20	100.00	100.00	 ON TRACK







Performance Measures	Unit	Trend	Period Performance			YTD Performance		
			Target	Actual	Indicator	Target	Actual	Indicator
90% compliance with council customer service standards for urban water supplies	%		90.00	100.00	 ON TRACK	90.00	100.00	 ON TRACK
Number of sewer main fails	#		0.00	0.00	 ON TRACK	0.00	0.00	 ON TRACK
2 blockages								

GOAL: INFRASTRUCTURE & PLANNING

PERFORMANCE OVERVIEW

KEY FOUNDATION AREA 4.1 Effective town planning and infrastructure design to support the Shire's needs with a focus on visionary planning to suit changing needs into the future.		 Actions Monitor	 KPI On Track
Program		Action Performance	KPI Performance
4.1.1 Safe, efficient and connected transport networks		 Off Track	 On Track
4.1.2 Community infrastructure for existing and future needs		 Monitor	 On Track
4.1.3 Protection and enhancement of water supply		 On Track	 Monitor
4.1.4 Sustainable development and Planning		 On Track	 Off Track
4.1.5 Digital connectivity for business and industry growth and social connectedness		 Off Track	 On Track
4.1.6 Technology investment for data-led change (to achieve cost savings and efficiency)		 On Track	 Monitor


ACTION AND KPI SUMMARY










Goal: Effective town planning and infrastructure design to support the Shire's needs with a focus on visionary planning to suit changing needs into the future.								
Program: Safe, efficient and connected transport networks								
Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
4.1.1.1 Maintain St George, Dirranbandi and Bollon Aerodromes and implement the procedures as set out in the required Aerodrome Operating Procedures/Manual	Brenton Judge - Manager of Transport and Drainage	technical inspection completed. funding set aside to complete aerodrome maintenance activities in the 2020/21 financial year	Completed	01/07/19	30/06/20	100.00	100.00	 ON TRACK
4.1.1.2 Establish and maintain Department Transport & Main Roads accreditation.	Andrew Boardman - Director Infrastructure Services	Requested in budget and approved for 2020/21. Procurement documentation completed to commence process	In Progress	01/07/19	30/06/20	5.00	100.00	 NEEDS WORK
4.1.1.3 Implement a footpath replacement /maintenance program within budget constraints	Chris Dixon - Town Supervisor	Footpath maintenance ongoing as identified via hazard inspections	In Progress	01/07/19	30/06/20	40.00	100.00	 NEEDS WORK
4.1.1.4 Develop and implement an Annual Roadworks Program within budget constraints	Brenton Judge - Manager of Transport and Drainage	Draft annual road work program formalised. Implementation delayed, due to flood damage.	Completed	01/07/19	30/06/20	100.00	100.00	 ON TRACK
4.1.1.5 Completion of 2019-2020 road capital works projects funded by Roads to Recovery and TIDS, on time and on budget	Brenton Judge - Manager of Transport and Drainage	TIDS projects - Completed - Claims finalised. RTR - Completed	Completed	01/07/19	30/06/20	100.00	100.00	 ON TRACK
4.1.1.6 Implement Building our Regions Project – St George General Aviation Project	Michelle Clarke - Director Finance & Corporate Services	Variation approved to push out milestones. Consultants have completed survey and have commenced engineering design and planning.	In Progress	01/07/19	30/06/20	60.00	100.00	 NEEDS WORK

Performance Measures	Unit	Trend	Period Performance			YTD Performance		
			Target	Actual	Indicator	Target	Actual	Indicator
100% of all aerodrome inspections are completed	%	↔	100.00	100.00	✓ ON TRACK	100.00	100.00	✓ ON TRACK
100% of Aerodrome inspections completed in the Q4 quarter.								
100% of footpath inspections are completed per annum	%	↔	100.00	100.00	✓ ON TRACK	100.00	100.00	✓ ON TRACK
Footpath inspections completed in full for this quarter.								
100% of non-conformance arising from safety and technical inspections are completed within defined timeframes	%	↔	100.00	100.00	✓ ON TRACK	100.00	100.00	✓ ON TRACK
It is understood that these are all complete.								
100% TIDs, R2R, RMPC and QRA claims are completed within defined timeframes	%	↑	100.00	100.00	✓ ON TRACK	100.00	100.00	✓ ON TRACK
2 out of 3 RMPC claims submitted on time. Nil TIDs, R2R, or QRA claims were required during the quarter								
90% of Road user requests for action are completed in acceptable timeframes within budget constraints	%	↓	90.00	81.00	👁️ MONITOR	90.00	81.00	👁️ MONITOR
All complete however response time to be improved.								
Attend 4 Regional Road Group meetings per annum	%	↔	100.00	100.00	✓ ON TRACK	100.00	100.00	✓ ON TRACK
Attended or had representative to all								




Program: Community infrastructure for existing and future needs

Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
4.1.2.1 Finalise a Strategic Plan for Rowden Park	Andrew Boardman - Director Infrastructure Services	Consultation for master plan underway, plan delayed due to COVID (delayed consultation) carried over to 2020/21 budget	In Progress	01/07/19	30/06/20	50.00	100.00	🔑 NEEDS WORK
4.1.2.3 Develop Master Plans for Bollon and Dirranbandi Showgrounds	Andrew Boardman - Director Infrastructure Services	Manager Water, Sewerage and Town completed Power Master Plans last financial year	Completed	01/07/19	30/06/20	100.00	100.00	✓ ON TRACK

Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
4.1.2.4 Renewal of Dirranbandi Footpath – Kirby Street completed	Chris Dixon - Town Supervisor	Minor back filling works remaining. Scheduled for completion October 2019.	In Progress	01/07/19	30/06/20	90.00	100.00	 ON TRACK

Performance Measures	Unit	Trend	Period Performance			YTD Performance		
			Target	Actual	Indicator	Target	Actual	Indicator
90% capital projects completed within budget and on time A	%		90.00	92.00	 ON TRACK	90.00	92.00	 ON TRACK
92% of capital projects were completed on time and on budget this doesn't include multi year projects that span into 20/21 year								
90% of operational projects completed within budget and on time. A	%		90.00	81.00	 MONITOR	90.00	81.00	 MONITOR
This target was not met due to the Master Planning projects being delayed and having to be carried over due to COVID								
Park & Playground inspections are completed annually	%		100.00	100.00	 ON TRACK	62.50	62.50	 ON TRACK
Ongoing								











Program: Protection and enhancement of water supply

Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
4.1.3.1 Maintain a critical customer register and finalise procedures to notify when disruption to water supply	Peter Willey - Manager Water, Sewerage and Towns	Formalised procedures and list of customers.	Completed	01/07/19	30/06/20	100.00	0.00	 ON TRACK
4.1.3.2 Complete any new river water meter installations and monitor river water usage in St George	Peter Willey - Manager Water, Sewerage and Towns	All exiting river water services have meters installed. Monitoring of consumption ongoing	In Progress	01/06/19	30/06/20	95.00	100.00	 ON TRACK
4.1.3.3 Implement a sewerage replacement /maintenance program within budget constraints	Peter Willey - Manager Water, Sewerage and Towns	Fittings and mains replacement work on going. Asset management plan adopted .	Completed	01/07/19	30/06/20	100.00	100.00	 ON TRACK





Performance Measures	Unit	Trend	Period Performance			YTD Performance		
			Target	Actual	Indicator	Target	Actual	Indicator
100% compliance with Water Safety Act	%	↑	100.00	100.00	ON TRACK	100.00	100.00	ON TRACK
Late submission of annual DWQMP report								
100% of council facilities are maintained in accordance with asset management programs and budget constraints	%	↑	100.00	100.00	ON TRACK	100.00	100.00	ON TRACK
The current program is a reactive maintenance program								
100% of plant services performed on schedule	%	↓	100.00	80.00	MONITOR	100.00	80.00	MONITOR
4wd, utilities and truck servicing was completed on schedule. Heavy machinery (graders and rollers) was completed with some delays to scheduled servicing times due to machinery work/project commitments .								
90% compliance with council customer service standards for urban water supplies	%	↔	90.00	100.00	ON TRACK	90.00	100.00	ON TRACK
90% of capital projects completed within budget and on time	%	↑	90.00	92.00	ON TRACK	90.00	92.00	ON TRACK
90% of operational projects completed within budget and on time	%	↓	90.00	88.00	MONITOR	90.00	88.00	MONITOR
Number of pipe breaks	#	↔	0.00	5.00	NEEDS WORK	0.00	5.00	NEEDS WORK
5 pipe breaks								
Number of reportable water quality incidents	#	↔	0.00	0.00	ON TRACK	0.00	0.00	ON TRACK
No reportable water quality incidents this quarter.								

Program: Sustainable development and Planning

Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
4.1.4.1 Finalise and implement the new Planning Scheme for the Balonne Shire including community consultation and ministerial approval	Digby Whyte - Director Environment & Regulatory Services	Minister approved, Council adopted, live on 10 January 2020	Completed	01/07/19	30/06/20	100.00	100.00	ON TRACK


Performance Measures	Unit	Trend	Period Performance			YTD Performance		
			Target	Actual	Indicator	Target	Actual	Indicator
100% enforcement of swimming pool legislation	%	↔	100.00	100.00	 ON TRACK	100.00	100.00	 ON TRACK
All requests completed and certificate issued								
100% of all development applications are processed within statutory timeframes.	%	↔	100.00	100.00	 ON TRACK	100.00	100.00	 ON TRACK
All applications processed within statutory timeframes.								
Number of building applications received	#	↔	0.00	12.00	 NEEDS WORK	0.00	32.00	 NEEDS WORK
Number of development applications received	#	↔	0.00	3.00	 NEEDS WORK	0.00	9.00	 NEEDS WORK
In addition, preparation meetings for a dozen telco towers to be submitted in July-August 2020								
Value of building applications received	#	↔	0.00	1,922,232.00	 ON TRACK	0.00	2,331,232.00	 ON TRACK


Program: Digital connectivity for business and industry growth and social connectedness


Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
4.1.5.1 Development and roll out of Digital Connectivity across the Balonne Shire	Kerryn Suttor - Project Officer	<p>Stage 1, 3 and 4 of the Digital Connectivity Project (12 Points of Presence) is expected to be complete Dec 2020; with a contingency of 1 March 2021 due to Covid-19 impacts and delays with state agency referrals with SARA for many of the identified sites.</p> <p>Working with the Economic Development Officer to develop a strategic plan for Tier 2 (digital planning and audit by the business) and Tier 3 (workshops). The Mentoring Program is also progressing well with some businesses undertaken on-farm (and in-business) digital planning which is complementary to the Digital Connectivity Project.</p> <p>Research is currently underway for an Council IOT Gateway Project that would be an complimentary offering (with the opportunity to install the gateways on the towers) for both Council and industry use.</p>	In Progress	01/07/19	30/06/20	75.00	100.00	
4.1.5.2 Planning and co-investment of digital infrastructure implemented in projects	Kerryn Suttor - Project Officer	Both funding agreements with F.S.G have involved co-contribution of funds	In Progress	01/07/19	30/06/20	25.00	100.00	
4.1.5.3 Communication and engagement with Telcos and other providers	Kerryn Suttor - Project Officer	Primary engagement through E.O.I and Tender processes	In Progress	01/07/19	30/06/20	65.00	100.00	
4.1.5.4 Identification and adoption of digital connectivity related technologies for the agricultural sector	Kerryn Suttor - Project Officer	<p>This element of the Digital Connectivity Project (Stage 1 onwards) will commence post construction. Hence no progress is selected.</p> <p>(note: Progress has started within Garnet Radford's economic development portfolio for example on 6-7 Nov a Digital Workshop will be held in St George. More progress can be reported upon in due course).</p>	Not Started	01/07/19	30/06/20	0.00	100.00	







Performance Measures	Unit	Trend	Period Performance			YTD Performance		
			Target	Actual	Indicator	Target	Actual	Indicator
% of area improved digital connectivity	%	↔	12.50	12.50	✓ ON TRACK	50.00	50.00	✓ ON TRACK
Expansion and roll out of new towers and connectivity in the shire in the quarter								
Business surveys to gauge impact from digital connectivity – improvements and challenges	#	↑	0.50	0.50	✓ ON TRACK	2.00	1.50	⚠ MONITOR
No formal survey for connectivity alone. Will be included in survey for producers and small business surveys in new financial year.								
Businesses reporting increases in productivity and/or expanding due to digital connectivity	#	↑	2.50	7.00	✓ ON TRACK	10.00	17.00	✓ ON TRACK
Discussions with producers around improved connectivity. Seven of the mentees experiencing improved digital connectivity.								
Farmers expanding/diversifying due to digital connectivity	#	↑	5.00	11.00	✓ ON TRACK	20.00	33.00	✓ ON TRACK
Eleven of the fourteen producers in the mentoring program expanding and/or diversifying as a result of digital connectivity								

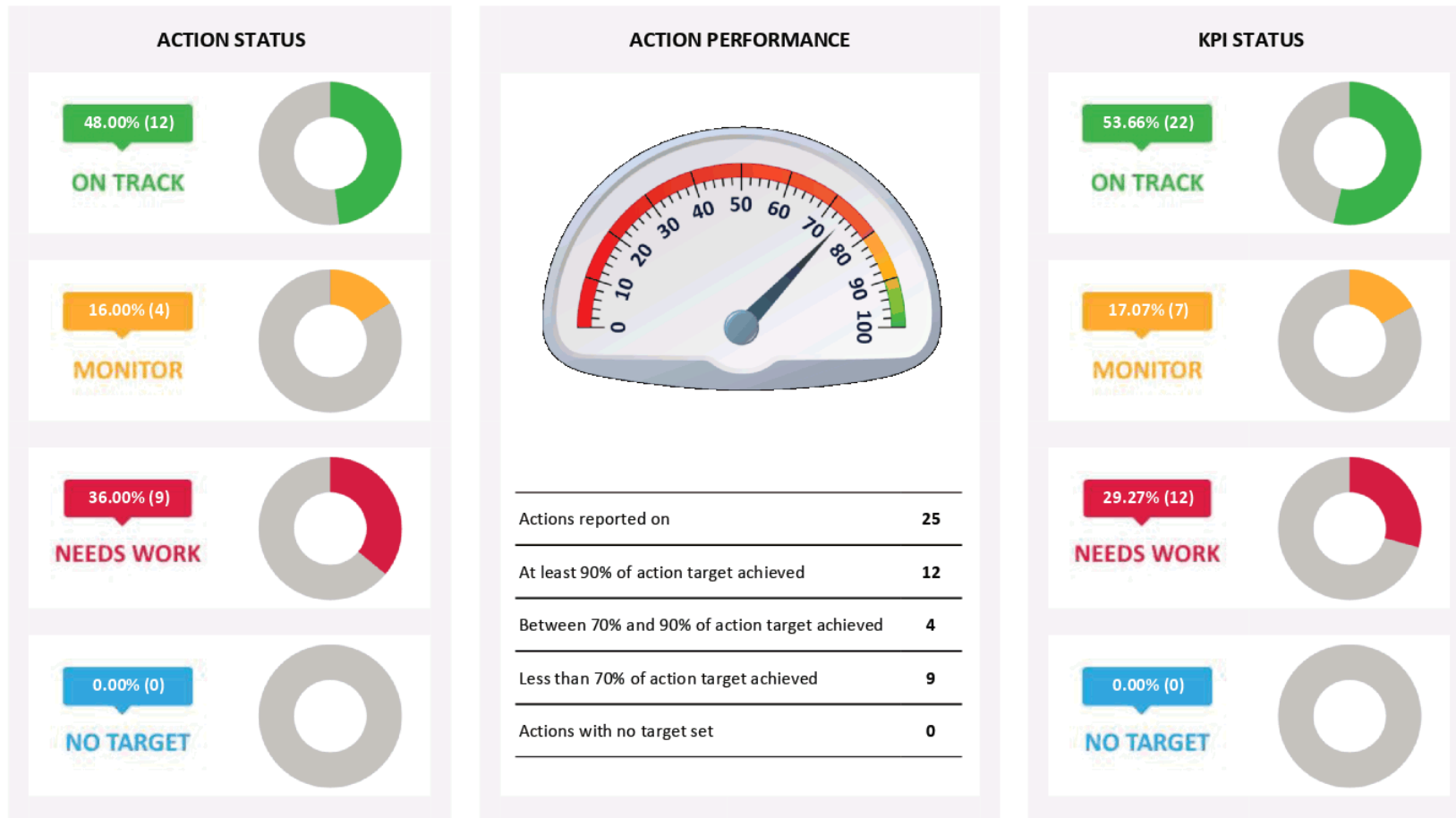
Program: Technology investment for data-led change (to achieve cost savings and efficiency)

Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
4.1.6.1 Advocating for new technologies and investment as a result of increased connectivity	Garnet Radford - Economic Development Officer	<p>Continue to work with regional partners and stakeholders into investment into new technologies for further expansion. At least 12 businesses in Round 1 business mentoring (all sectors) are investing in technologies to improve efficiencies and as per advice from mentors. Producers investing into agtech, sensors and LoRaWan as examples.</p> <p>Liaising with DAF and Qld AgTech month group re: AgTech innovation and regional examples - e.g. LoRaWan, telemetry, energy efficiency and online capability for some retail and tourism businesses. Mentoring program provides some funding to encourage adoption and implementation of technologies on farms and businesses. Applications envisioned in Q4 for this funding under the Mentoring - Murray Darling Basin EDP program.</p> <p>Involved in digital connectivity and related advocacy programs to improve connectivity enabling new technologies for the region. The business mentoring program will include digital technology and agri-technology opportunities for the mentees.</p> <p>Awaiting investment into digital connectivity before "launching" new technologies into the region. Liaising with various stakeholder son opportunities for new technologies subject to connectivity. But also exploring "low-tech" based options that will assist in improving efficiencies/productivity and creating further opportunities for investment and job creation.</p>	In Progress	01/07/19	30/06/20	91.00	100.00	 <small>ON TRACK</small>

















Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
4.1.6.2 Advocating for and leveraging regional co- investment (i.e. SWRED) with regards to digital connectivity	Garnet Radford - Economic Development Officer	<p>Further roll out of new towers and connectivity across the shire in Q4. Successful in the Library Innovation Hub and Country University Centre projects as catalysts for further investment in digital technology and connectivity. Applying for and accessing further State and Commonwealth funding for digital connectivity.</p> <p>Investigating further grant funding sources and applications for funding with the Project and Grants Officers. Liaising with TSBE to leverage ARIP assistance.</p> <p>Continue to work with regional partners such as SWRED and TSBE as well as the Queensland AgTech Month group to advocate for further funding regarding digital technology. Working with the Project Manager - Digital Connectivity on requirements and business cases. Looking at a community investment model where funding would be utilised for catalyst infrastructure with the potential to leverage further investment.</p> <p>Working with SWRED, SWADDLE Council of Mayors and other groups such as TSBE to leverage additional funding and co-investment into digital connectivity. Exploring funding models and opportunities including philanthropy with business leaders in Brisbane.</p>	Completed	01/07/19	30/06/20	100.00	100.00	 <small>ON TRACK</small>

Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
4.1.6.3 Application of Smart Regions principles in new builds and infrastructure planning decisions	Garnet Radford - Economic Development Officer	<p>Continue to work with businesses to incorporate new technologies in their expansions and builds. At least 5 of the 14 agricultural and horticultural mentees in Round 1 mentoring will be investing in new agtech and digital technologies. 3 retail businesses are expanding into online and at least 5 other businesses are investing in new technologies to improve efficiencies.</p> <p>Encouraging smart build principles in applications and new builds as well as incorporating these principles in the Dirranbandi Beautification scheme - facade and energy efficiency improvements. Encourage those farm businesses in the mentoring and exclusion fencing programs to consider these in development plans on site.</p> <p>Continue to support, investigate and propose as options new technologies into projects and proposed developments</p> <p>Encourage smart regions principles and incorporating new technologies into proposed developments and infrastructure</p>	Completed	19/09/19	30/06/20	100.00	100.00	 ON TRACK

Performance Measures	Unit	Trend	Period Performance			YTD Performance		
			Target	Actual	Indicator	Target	Actual	Indicator
Leads and business enquiries with regards to digital technology either inward investment or local business expansion	#		1.50	1.50	 ON TRACK	1.50	1.50	 ON TRACK
3 new investment enquiries have links to digital connectivity								
Leveraging additional investment from digital connectivity	\$		250,000.00	250,000.00	 ON TRACK	1,000,000.00	500,000.00	 NEEDS WORK
Further BROCC and MDEDP funding applied for and approved for digital connectivity								

GOAL: GOVERNANCE


PERFORMANCE OVERVIEW













KEY FOUNDATION AREA		Actions Monitor		KPI
5.1 To develop an effective governance framework that drives enhanced organisational performance through project management, financial sustainability, performance management and community engagement.				-
Program		Action Performance		KPI Performance
5.1.1 Active community and stakeholder engagement		 Monitor	 Off Track	
5.1.2 Effective strategic planning and partnerships		 Monitor	 On Track	
5.1.3 Excellence in service delivery and project management		 Off Track	 On Track	
5.1.4 High levels of accountability and compliance		 On Track	 Monitor	
5.1.5 Financial management for long-term sustainability		 Monitor	 On Track	
5.1.6 Safe and healthy workplace environment		 Off Track	 On Track	
5.1.7 Engaged employees in meaningful, productive work		 Off Track	 Off Track	
5.1.8 Effective investment programs and innovative finance approaches		 On Track	 On Track	

ACTION AND KPI SUMMARY




Goal: To develop an effective governance framework that drives enhanced organisational performance through project management, financial sustainability, performance management and community engagement.







Program: Active community and stakeholder engagement

Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
5.1.1.1 Engage with and inform the community on any major project and/or policy change in accordance with Council's adopted Community Engagement Framework	Kathy Claxton - CEO Support Officer	As new projects are started and throughout their progress information is supplied to the community via newsletters, social media and on our website.	In Progress	01/07/19	30/06/20	75.00	100.00	 MONITOR






Performance Measures	Unit	Trend	Period Performance			YTD Performance		
			Target	Actual	Indicator	Target	Actual	Indicator
100% of service requests acknowledged within 3 working days	%	↔	100.00	100.00	 ON TRACK	100.00	100.00	 ON TRACK
Acknowledgement email sent within three days of receiving request								
4 Community newsletters	%	↓	100.00	0.00	 NEEDS WORK	100.00	0.00	 NEEDS WORK
No newsletters completed in Q4 other than COVID-19 updates to the community								
5% increase in compliments	%	↓	5.00	0.00	 MONITOR	5.00	0.00	 MONITOR
No data showing for specified months								
5% increase in social media following	%	↔	1.25	1.25	 ON TRACK	5.00	11.05	 NEEDS WORK
4.300 Followers on Facebook Increase of approx. 50% followers on instagram								
5% increase in website hits	%	↑	1.25	1.25	 ON TRACK	5.00	4.76	 MONITOR
COVID -19 increased website hits for information								
85% of service requests completed within 10 working days	%	↑	90.00	77.00	 MONITOR	90.00	77.00	 MONITOR
The average completed on time rate is 74% for Q3								

Program: Effective strategic planning and partnerships

Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
5.1.2.1 Hand over secretarial support to the South West Local Government Association of Queensland	Kathy Claxton - CEO Support Officer	second meeting scheduled for 11 April 2019. Meeting attended in April 2019 Next meeting scheduled for November 2019 Q2 - Meeting held in St George on the 7 November 2019 - members resolved to postpone the handover of secretariat until after the Local Government election in March 2020. Next meeting will be July 2020 Q3 - no action taken due to pending local government elections Q4 - no action due to COVID-19	In Progress	01/07/19	30/06/20	50.00	100.00	 NEEDS WORK
5.1.2.2 Provide professional development opportunities to councillors within budget constraints	Matthew Magin - Chief Executive Officer	Councillor induction completed in Q4 and online training completed by individual councillors.	Completed	01/07/19	30/06/20	100.00	100.00	 ON TRACK
5.1.2.3 Seek support and advice from partnerships with Local Government Managers Australia, Local Government Association Queensland including State and Federal Governments	Matthew Magin - Chief Executive Officer	No meetings attended during Q4 due to COVID-19. Number of on line meetings with LGMA and LGAQ held. 1 on site visit from LGAQ in St George attended by Councillors and SLG.	Completed	01/06/19	30/06/20	100.00	100.00	 ON TRACK

Performance Measures	Unit	Trend	Period Performance			YTD Performance		
			Target	Actual	Indicator	Target	Actual	Indicator
100% of council minutes are published on council's website within 10 days	%		100.00	100.00	 ON TRACK	100.00	100.00	 ON TRACK
Minutes for January to March Q3 period all posted on website within timeframes								
100% of monthly service request reports are delivered to councillors	#		3.00	100.00	 ON TRACK	3.00	100.00	 ON TRACK
Data sent to SLG to communicate to Councillors								





Program: Excellence in service delivery and project management

Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
5.1.3.1 Develop and implement a condition assessment program for all council houses and facilities	Adam Cassel - Asset Management & GIS Co-ordinator		Not Started	01/07/19	30/06/20	0.00	100.00	 NEEDS WORK
5.1.3.2 Continue to develop Asset Management Plans	Andrew Boardman - Director Infrastructure Services	Roads, water and sewerage AMPs adopted. Housing Master Plan to be undertaken in 2020/21 financial year	Completed	01/07/19	30/06/20	100.00	100.00	 ON TRACK
5.1.3.3 Works for Queensland Projects completed within defined timeframes	Andrew Boardman - Director Infrastructure Services	All W4Q for 19/20 is complete as planned, however it is a multi year funded program and some items have had planning complete for finalisation in the 20/21 financial year	Completed	01/07/19	30/06/20	100.00	100.00	 ON TRACK
5.1.3.4 Complete desk top review of Information & Communications Technology (ICT) strategy	Cameron Kelly - Information Technology Officer	Evaluating suitable suppliers - quotes yet to be called in Q4.	In Progress	01/07/19	30/06/20	25.00	100.00	 NEEDS WORK
5.1.3.5 Implement new Enterprise Business Management system	Michelle Clarke - Director Finance & Corporate Services	Go Live successfully completed on 25 May for the financial and payroll modules. The rates and water billing modules at end of financial year were near completion. There are still a number of issues to be resolved by IT Vision and those have been logged and are in various stages of development/resolution. Training was completed for relevant staff with additional hours remaining to ensure all staff are up to date with the transition.	In Progress	01/07/19	30/06/20	90.00	100.00	 ON TRACK

Performance Measures	Unit	Trend	Period Performance			YTD Performance		
			Target	Actual	Indicator	Target	Actual	Indicator
100% of administrative action complaints are acknowledged within 3 working days	%	↔	100.00	100.00	✓ ON TRACK	100.00	100.00	✓ ON TRACK
2 complaints received in Q4								
90% of administrative action complaint investigations are completed within 30 business days	%	↑	90.00	50.00	✓ ON TRACK	90.00	50.00	✓ ON TRACK
1 complaint resolved within 30 business days. 1 complaint remains outstanding								
Number of internal requests for service – IT help desk	#	↔	0.00	0.00	✓ ON TRACK	0.00	0.00	✓ ON TRACK
On average there are five requests per day for IT assistance								
Number of outages in computer services	#	↔	0.00	0.00	✓ ON TRACK	0.00	0.00	✓ ON TRACK
One outage occurred due to power failure in Q2								



Program: High levels of accountability and compliance















Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
5.1.4.1 Annual review of CEO and Directorate Delegations are completed	Kimi Waterson - Administration Officer - Governance	Quarter 4 - CEO delegations reviewed as required by the Local Government Act 2009 Instrument of Appointments updated for Directors Financial delegation continually maintained New authorised officers issued their ID cards as they commence with Council	Completed	01/07/19	30/06/20	100.00	0.00	✓ ON TRACK
5.1.4.2 Finalise Implementation of Council's Enterprise Risk Management framework and introduce quarterly reporting to the Audit Committee	Michelle Clarke - Director Finance & Corporate Services	Director Finance & Corporate Services successfully completed Project on Risk for Post Graduate in Risk Management with Governance Institute of Australia. The project resulted in a number of recommendations for implementation. New council reviewed Operational risks were reviewed with a number of operational areas and are ready for input in CAMMs risk module ready for Q1 20/21 reporting period.	In Progress	01/07/19	30/06/20	70.00	0.00	✓ ON TRACK

Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
5.1.4.3 Finalise and implement a Business Continuity Plan for the Balonne Shire Council	Michelle Clarke - Director Finance & Corporate Services	BCP adopted and draft Pandemic Plan developed in response to COVID-19. Two draft management directives on COVID-19 related leave and travel guidelines were established.	Completed	01/07/19	30/06/20	100.00	0.00	 ON TRACK
5.1.4.4 Implement Local Government Reform recommendations, as required	Michelle Clarke - Director Finance & Corporate Services	Legislative changes commence 1 October 2020. Submissions were made on legislative changes. Local Government training completed by councillors and to be completed by all of SLG. Elected member training programmed for early in Q1 20/21.	In Progress	01/07/19	30/06/20	80.00	100.00	 MONITOR
5.1.4.5 Induction programs implemented for new Council following March 2020 elections	Michelle Clarke - Director Finance & Corporate Services	Action plan and councillor induction successfully completed.	Completed	01/07/19	30/06/20	100.00	100.00	 ON TRACK
5.1.4.6 Maintain a policy register and continue to ensure policies are reviewed	Kimi Waterson - Administration Officer - Governance	Quarter 4 - Policy register continually being updated as policies are adopted by SLG /Council. The policy register highlights policies due for review.	In Progress	01/07/19	30/06/20	60.00	100.00	 NEEDS WORK



Performance Measures	Unit	Trend	Period Performance			YTD Performance		
			Target	Actual	Indicator	Target	Actual	Indicator
100% compliance with statutory and corporate requirements	%	↔	100.00	100.00	 ON TRACK	100.00	100.00	 ON TRACK
All statutory compliance met								
100% of delegations register is maintained	%	↔	100.00	100.00	 ON TRACK	100.00	100.00	 ON TRACK
Delegations register has been maintained								
100% of Right to Information applications are completed within statutory timeframes	%	↔	100.00	100.00	 ON TRACK	100.00	100.00	 ON TRACK
Applications are completed within statutory timeframes								
Number of councillor complaints	#	↔	0.00	0.00	 ON TRACK	0.00	0.00	 ON TRACK
Nil								
Number of staff complaints	#	↔	0.00	1.00	 NEEDS WORK	0.00	2.00	 NEEDS WORK
1 matter reported to CCC and disciplinary action taken								


Program: Financial management for long-term sustainability




Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
5.1.5.1 Accounting manual is reviewed and up to date	Tracey Lee - Manager Financial Services	Procedures with new IT System documented with changes to internal controls, user permissions and training.	In Progress	01/06/19	30/06/20	60.00	100.00	 NEEDS WORK
5.1.5.2 Review single point of procurement to ensure appropriate service levels provided to all Directorates.	Michelle Clarke - Director Finance & Corporate Services	New Synergy Soft implementation completed and centralised procurement. Introduced electronic approval of purchase orders. Vendor Panel arrangements have been successfully utilised for major projects and preferred supplier arrangements revised and updated.	Completed	01/07/19	30/06/20	100.00	100.00	 ON TRACK

Performance Measures	Unit	Trend	Period Performance			YTD Performance		
			Target	Actual	Indicator	Target	Actual	Indicator
90% Capital Projects completed within budget and on time	%	↔	180.00	0.00	 MONITOR	90.00	0.00	 NEEDS WORK
100% of all capital projects for FCS were completed on time. The IT project expenditure was brought forward from 20/21 budget and the adjustment made on 25/06/2020								
90% of internal and external audit recommendations are completed within defined timeframes	%	↓	90.00	50.00	 NEEDS WORK	90.00	50.00	 NEEDS WORK
Internal audit recommendations for capital works and fleet management remain pending; grant management recommendations received in Q4 for implementation. Interim audit report received with 5 deficiencies around IT and 2 issues remaining outstanding from prior years (annual leave balances and assets)								
90% of Operational Projects completed within budget and on time	%	↑	90.00	100.00	 ON TRACK	90.00	100.00	 ON TRACK
All FCS Operational Projects were completed within time and budget.								
A minimum of four audit and risk committee meetings are held per annum	#	↔	1.00	1.00	 ON TRACK	1.00	1.00	 ON TRACK
4 Audit committee meetings were held in 2019/20								
Creditors paid within 30 days	%	↑	100.00	98.00	 MONITOR	100.00	98.00	 MONITOR
All statements are reconciled monthly and any outstanding invoices requested are processed promptly								
No more than 5% debtors in excess of 90 days	%	↓	5.00	1.00	 ON TRACK	5.00	1.00	 ON TRACK
We are still having issues with Debtors and reconciling. Will be talking to Peta from Synergy Soft with regards to a more efficient process								
No more than 5% in rate arrears outstanding at 30 June	%	↔	5.00	0.00	 ON TRACK	5.00	0.00	 ON TRACK

Program: Safe and healthy workplace environment



Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
5.1.6.1 Undertake a minimum of one audit on job sites per fortnight to ensure compliance with WHS requirements	Ben Gardiner - Safety Advisor - Acting SES Contoller	Site inspections have indicated that most safety requirements are being met.	In Progress	01/07/19	30/06/20	50.00	100.00	 NEEDS WORK
5.1.6.2 Update all emergency evacuation plans and mapping to reflect new office refurbishments across council's assets	Ben Gardiner - Safety Advisor - Acting SES Contoller	In the process of doing the drawings.	In Progress	01/07/19	30/06/20	40.00	100.00	 NEEDS WORK















Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
5.1.6.3 Ensure Hazard Inspections outstanding and Action Items are reported on a monthly basis to Senior Leadership Group	Ben Gardiner - Safety Advisor - Acting SES Contoller	Currently sitting at 76% completion across the network.	In Progress	01/07/19	30/06/20	76.00	100.00	 MONITOR

Performance Measures	Unit	Trend	Period Performance			YTD Performance		
			Target	Actual	Indicator	Target	Actual	Indicator
10% reduction in injuries from previous quarter	%	↑	10.00	0.00	 ON TRACK	10.00	0.00	 ON TRACK
We are reduced the number of injuries from the past quarter from 9 down to 2.								
100% completion of WHS annual plan	%	↑	100.00	52.96	 NEEDS WORK	100.00	40.74	 NEEDS WORK
Revision of WHS Annual Plan is needed to be married into our Operational Plan.								
100% of all hazard inspections completed within defined time frames	%	↔	100.00	76.00	 ON TRACK	100.00	76.00	 ON TRACK
Total of all Hazard inspections completed across the date is 76%.								
Achieve 70% compliance with LGW Auditing tool	%	↓	71.00	52.96	 NEEDS WORK	71.00	52.96	 NEEDS WORK
Audit results showing a score of 52.96%								
Tool box – Take5s are circulated weekly and monitored for completion	%	↔	100.00	82.20	 ON TRACK	100.00	82.20	 ON TRACK
Overall completion across all areas is 82.2%								



Program: Engaged employees in meaningful, productive work







Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
5.1.7.1 Publish four staff newsletters per annum	Kathy Claxton - CEO Support Officer	Staff breakfast deferred in February/March due to Covid-19. Covid-19 newsletters circulated to staff.	In Progress	01/07/19	30/06/20	75.00	100.00	 MONITOR

Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
5.1.7.2 All Human Resource policies and procedures are reviewed, updated and communicated with staff.	Debbie Green - Manager Corporate Services	A number of management directives have been drafted for SLG and are yet to be finalised. Human Rights policy was due on 1 January but remains outstanding. Will be completed in late Q2.	In Progress	01/07/19	30/06/20	25.00	100.00	 NEEDS WORK
5.1.7.3 Deliver at least 1 training session in council's CAMMs planning & performance management and risk management system	Kimi Waterson - Administration Officer - Governance	Quarter 4 - One on one training and assistance carried out as required. Investigations of training options through an online platform within CAMMS College continue.	In Progress	01/07/19	30/06/20	60.00	100.00	 NEEDS WORK

Performance Measures	Unit	Trend	Period Performance			YTD Performance		
			Target	Actual	Indicator	Target	Actual	Indicator
10% improvement in staff satisfaction	%	↔	2.50	0.00	 NEEDS WORK	2.50	0.00	 NEEDS WORK
No surveys conducted during this reporting period								
100% of all new starters receive a staff induction and meet the CEO	%	↔	100.00	100.00	 ON TRACK	100.00	100.00	 ON TRACK
5% decrease in council's overall leave liability	%	↓	5.00	(12.81)	 NEEDS WORK	5.00	(12.81)	 NEEDS WORK
12.81% increase for the period 01/04/2020-30/06/2020. Report based only on Annual and Long Service Leave								
5% decrease in staff turnover	%	↑	5.00	78.00	 ON TRACK	5.00	78.00	 ON TRACK
78% decrease in terminations compared to Q4 in 18/19								
80% Performance Appraisals completed on time	%	↓	80.00	0.00	 NEEDS WORK	80.00	0.00	 NEEDS WORK
no ERS appraisals were completed during the period								
Conduct fortnightly supervisor/co-ordinator and monthly team meetings - Finance and Corporate Services	#	↑	3.00	3.00	 ON TRACK	12.00	11.00	 MONITOR
Weekly project meetings were held for the IT project. Monthly team meetings were held - some via teams with those working from home								
Conduct fortnightly supervisor/co-ordinator and monthly team meetings - Infrastructure Services	#	↑	3.00	3.00	 ON TRACK	12.00	119.00	 NEEDS WORK
Met the target of IS and Supervisor meetings								
Conduct fortnightly supervisor/coordinator and monthly team meetings- Environment and Regulatory Services	#	↔	3.00	3.00	 ON TRACK	12.00	12.00	 ON TRACK
All full team meetings held via 'Teams' in Q4 due to COVID-9 Pandemic. Supervisor meetings held face to face monthly.								
Number of disciplinary matters substantiated	#	↔	0.00	1.00	 NEEDS WORK	0.00	9.00	 NEEDS WORK

Program: Effective investment programs and innovative finance approaches

Action	Responsibility	Progress Comment	Action Status	Start Date	End Date	% Complete	Target	Status
5.1.8.1 Implement and monitor the Wild Dog Exclusion Fencing Scheme	Digby Whyte - Director Environment & Regulatory Services	Q4 The multiple schemes are now up to date. REDP Clusters (17 properties) are about 90% complete for E. Thomby and commenced for Homestead following a variation. The CCWI (10 properties) is about 80% complete. Special Rate Scheme Round 1 (23 properties) now nearly all have materials and WHS inductions and one is complete. MDEDP (40 properties) have all signed up and 1 has materials. Special Rate Round 2 (14 + 4 subject to funding) have been approved and have info packs. Construction milestones are being checked. There are comprehensive spreadsheets with each property for each scheme. Reporting milestones to funders are being met.	Completed	01/07/19	30/06/20	100.00	100.00	 ON TRACK
5.1.8.2 Asset Register is monitored and reviewed annually to ensure appropriate depreciation is applied to Council's assets	Michelle Clarke - Director Finance & Corporate Services	Partners in Business continuing to assist with capitalisation of assets. Asset Accountant position advertised however no successful applicant to fill the full time role. Arrangements being made for consultant to assist in setting up appropriate linkages with Infrastructure Services, mapping and the new Synergy Soft asset module. SWRRTG project continuing. Asset position paper on indexation completed for audit purposes. Insurance asset listing completed to ensure adequate coverage.	In Progress	01/07/19	30/06/20	90.00	100.00	 ON TRACK

Performance Measures	Unit	Trend	Period Performance			YTD Performance		
			Target	Actual	Indicator	Target	Actual	Indicator
Credit cards reconciliations are completed by responsible officers within agreed timeframes	%	↑	100.00	98.00	 MONITOR	100.00	98.00	 MONITOR
All employees are making a great effort on returning their reconciliations and there are only 1 or 2 that need a reminder but act promptly								
Fuel Cards and Fuel Sheet reconciliations are completed by responsible officers within agreed timeframes	%	↑	100.00	95.00	 MONITOR	100.00	95.00	 MONITOR
We are continuing to have the odd one or two missing fuel sheets which are emailed to the depot for follow up. Sometimes the fuel sheets are not found and the costs are put to a job cost provided by the depot								
Number of successful grant applications achieved for council	#	↑	1.00	3.00	 ON TRACK	4.00	6.00	 ON TRACK
<ul style="list-style-type: none"> - Illegal Dumping Partnerships Program 'Compliance Field Officer' - Illegal Dumping Hot Spot Program 'Balonne Illegal Dumping Project' - Tackling Tough Times Together Program 'Bollon Park & Riverland Revitalisation' 								



The entire contents of this document are subject to copyright with all rights reserved. All copyrightable text and graphics, the selection, arrangement and presentation of all information and the overall design of the document are the sole and exclusive property of CAMMS. Copyright © 2017 CAMMS. All rights reserved

OFFICER REPORT

TO: Council

SUBJECT: Queensland Reconstruction Authority - Budget Amendment and Revenue Recognition - February Flood Event

DATE: 08.09.20

AGENDA REF: FCS3

AUTHOR: Michelle Clarke - Director Finance & Corporate Services

Sub-Heading

February Flood Event – Disaster Recovery Government Funding

Executive Summary

Council has sought approval from the Queensland Reconstruction Authority for a number of projects as a result of the February Flood Event .

The total of the funding project schedules provides for a total of \$21,138,317 and consists of a series of projects for the purpose of restoration works across the local road network in the Balonne Shire. The purpose of this report is to amend the 2020/21 budget and complete the revenue recognition checklist against the accounting standards.

Background

Council received a workshop on the QRA projects as follows:

Disaster Recovery Funding Arrangements _ South West Queensland Flooding 20 to 26 February 2020				
BalSC.0003.1920K.REC - Cubbie Road		R		\$ 1,612,517
BalSC.0005.1920K.REC - Whyenbah Road		R		\$ 4,889,306
BalSC.0006.1920K.REC - Chelmer Road		R		\$ 519,886
BalSC.0007.1920K.REC - Gunnindaddy Road		R		\$ 2,926,004
BalSC.0008.1920K.REC - Teelba Road		R		\$ 2,648,888
BalSC.0009.1920K.REC - Middle Road		R		\$ 1,978,230
BalSC.0010.1920K.REC - Thomby Road		R		\$ 3,118,433
BalSC.0011.1920K.REC - Cardiff and other Roads		R		\$ 1,306,647
BalSC.0012.1920K.REC - Rutherglen and other Roads		R		\$ 1,138,406
Total DRFA Funding February Flood Event				\$ 20,138,317

All projects must be completed by 30 June 2022 and the first milestone payments have already been received.

Link to Corporate Plan

Key Foundation Area	Key Program Area
<u>Infrastructure and Planning</u>	Community infrastructure for existing and future needs

Consultation (internal/external)

Queensland Reconstruction Authority
Infrastructure Services and Lonergan Project Services

Legal Implications

The Local Government Regulations 2012 S170(3) allows Council to amend its budget by resolution at any time during the financial year.

Risk Implications

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

Policy Implications

The Accounting Standard IFRS 15 establishes the principles that an entity applies when reporting information about the nature, amount, timing and uncertainty of revenue and cash flows from a contract with a customer. To recognise revenue under IFRS 15, an entity applies five steps as outlined in the attached checklist for the funding.

Financial and Resource Implications

The original adopted original budget had a deficit before capital revenue of (\$4,985,700) with an operating deficit after Capital of (\$146,400). The overall budget was Revenue of \$29,514,900 (excluding capital) and Expenditure of \$34,500,600. The Capital works program for 2020/21 was forecast at \$9,326,134.

Council amended its budget at the 20 August Council meeting increasing the Capital works budget to \$11,646,584 with Works for Queensland and Local Community Infrastructure funding. This is now increased to \$23,729,574 with the February Flood Event.

Revenue received from the Queensland Construction Authority upon signing the funding agreement is 30% and Council has now received a total of \$6,041,496. There are a number of milestone payments based on the progress of works across 2020/21 and 2021/22 of up to 60% and the final 10% including any outstanding amounts may be claimed up to 31 March 2023. The funding agreement ends on 30 June 2023.

Programmed works are to be completed by 30 June 2022, however with an anticipated further \$20m+ in funding Infrastructure Services advise that emphasis will be placed on achieving at least 60% completion of works in 2020/21.

Expenditure is estimated at \$12,082,990 within the 2020/21 financial year, \$5,718,992 in 2021/22 and \$2,013,832 in 2022/23. Revenue is estimated at 60% of the total funding at \$12,082,990 for the 2021/22 financial year (depending on works complete and claims made)

The amended Budget will result in an operating surplus after Capital of \$13,914,905.

Options or Alternatives

Council would be required to seek a variation of the grant deed to vary any projects that have been approved under this funding round.

Attachments

1. Amended Capital Works Budget 2020-21 [↓](#)
2. Revenue Recognition Checklist Capital Works - Flood Damage 2020-21 [↓](#)

Recommendation/s

That Council resolves to:

1. amend the capital works budget in accordance with S170(3) of the Local Government Regulations 2012 as attached.

And

2. Acknowledge that while the funding agreement is for capital works it is unlikely that it is specific enough to create a specific performance obligation.

Michelle Clarke

Director Finance & Corporate Services

AMENDED Capital Projects 2020/21

	GL/Work Order	Asset Type (New Upgrade Renewal)	YTD Actuals As At 03/03/2020	Total - Multi-Year Project Budget	2020/21 Budget				2021/22 Project Budget	2022/23 Project Budget	2023/24 Project Budget	PROJECT DETAILS			Comments
					Budget (total for 2021)	Funding from external source	2020/21 Council's Expenditure	Restricted Cash (from prior years)				% Complete	Date Commenced	Date Finished	
CARRY OVER FROM ORIGINAL BUDGET 2020-21				\$ 4,987,800	\$ 9,326,134	\$ 3,597,180	\$ 4,486,850	\$ 1,242,124	\$ 110,000						
Local Roads Community Infrastructure Fund															
LRCl-Thallon Tennis Courts		R			\$ 30,000	\$ 21,000									
LRCl-Bol on Skate Park		N			\$ 180,000	\$ 112,000									
LRCl-4 Dimanbandi Community Projects		N			\$ 100,000	\$ 70,000									
LRCl-Showgrounds		U			\$ 120,000	\$ 84,000									
LRCl-St George Swimming Pool Splash Park (Stage 2)		N			\$ 600,000	\$ 420,000									
LRCl-CCTV and Disaster Management Building Repairs		U			\$ 130,450	\$ 87,315									
Total Local Roads Community Infrastructure Fund					\$ 1,140,450	\$ 798,315							1/07/2020	31/12/2021	\$798,315 revenue expected 2020/21 and the remaining 30% in 2021/22 subject to progress
COVID-19 Works for Queensland															
BaISC-W4QC20-1 Regional Tourism Projects		N			\$368,000	\$368,000							1/07/2020	30/06/2020	
BaISC-W4QC20-2 Regional Community Projects		N			\$382,000	\$382,000							1/07/2020	30/06/2020	
BaISC-W4QC20-3 St George Swimming Pool Splash Park (Stage 1)		N			\$500,000	\$500,000							1/07/2020	30/06/2020	
Total COVID-19 Works for Queensland					\$ 1,800,000	\$ 1,800,000									
Disaster Recovery Funding Arrangements _ South West Queensland Flooding 20 to 26 February 2020															30% funding received for the following
BaISC 0003.1920K REC - Cullbie Road		R		\$ 1,612,517	\$ 967,510	\$ 967,510			\$ 161,252	\$ 161,252					\$ 483,755
BaISC 0005.1920K REC - Whytebah Road		R		\$ 4,886,306	\$ 2,933,584	\$ 2,933,584			\$ 1,466,762	\$ 488,931					\$ 1,466,762
BaISC 0008.1920K REC - Orlimer Road		R		\$ 519,886	\$ 311,932	\$ 311,932			\$ 155,966	\$ 51,969					\$ 155,966
BaISC 0007.1920K REC - Gunnedah Road		R		\$ 2,928,004	\$ 1,755,602	\$ 1,755,602			\$ 877,801	\$ 292,600					\$ 877,801
BaISC 0008.1920K REC - Teelba Road		R		\$ 2,648,888	\$ 1,589,333	\$ 1,589,333			\$ 794,666	\$ 264,889					\$ 794,666
BaISC 0009.1920K REC - Middle Road		R		\$ 1,978,230	\$ 1,186,938	\$ 1,186,938			\$ 593,469	\$ 197,823					\$ 1,870,521
BaISC 0010.1920K REC - Thornby Road		R		\$ 3,118,433	\$ 1,871,080	\$ 1,871,080			\$ 935,530	\$ 311,943					
BaISC 0011.1920K REC - Cardiff and other Roads		R		\$ 1,300,647	\$ 783,988	\$ 783,988	\$ 80,835		\$ 391,994	\$ 130,805					\$ 391,995
BaISC 0012.1920K REC - Rutherglen and other Roads		R		\$ 1,138,406	\$ 683,044	\$ 683,044			\$ 341,522	\$ 113,841					
Total DRFA Funding February Flood Event				\$ 20,138,317	\$ 12,082,990	\$ 12,082,990	\$ 80,835		\$ 5,718,992	\$ 2,013,832					\$ 6,043,496
TOTAL AMENDED BUDGET				\$ 25,125,817	\$ 23,729,574	\$17,658,465	\$ 4,567,685	\$ 1,242,124	\$ 6,708,992	\$ 2,013,832					



REVENUE RECOGNITION CHECKLIST

PROJECT:	DISASTER RECOVERY FUNDING ARRANGEMENTS
GRANT FUNDING:	Queensland Reconstruction Authority

Question	Answer
Q: Is there a contract with customer	Yes, the funding agreement forms the basis of a contract with QRA
Q: Are there identifiable performance obligations	Project Funding to Council in accordance with Project Funding Schedules. No, while the funding agreement is for capital works it is unlikely that this is specific enough to create a specific performance obligation
Q: Determine transaction price	\$20,138,317
Q: Allocate transaction price	Milestone payments are made up of 30% upon signing the agreement; 60% of project funding may be made via multiple payment claims, Final claim must be made by 31/03/2023
Q: Recognise revenue	Revenue will be recognised as council receives the funding. This project will have revenue and expenditure over multiple years as per the amended budget.

Disaster Recovery Funding Arrangements _ South West Queensland Flooding 20 to 26 February 2020

BaISC.0003.1920K.REC - Cubbie Road	R	\$	1,612,517
BaISC.0005.1920K.REC - Whyenbah Road	R	\$	4,889,306
BaISC.0006.1920K.REC - Chelmer Road	R	\$	519,886
BaISC.0007.1920K.REC - Gunnedaddy Road	R	\$	2,926,004
BaISC.0008.1920K.REC - Teelba Road	R	\$	2,648,888
BaISC.0009.1920K.REC - Middle Road	R	\$	1,978,230
BaISC.0010.1920K.REC - Thomby Road	R	\$	3,118,433
BaISC.0011.1920K.REC - Cardiff and other Roads	R	\$	1,306,647
BaISC.0012.1920K.REC - Rutherglen and other Roads	R	\$	1,138,406
Total DRFA Funding February Flood Event		\$	20,138,317

Reference Documentation:

DOC ID ## Document Name:

Completed by:

Director Finance & Corporate Services

Date: 07/09/2020

OFFICER REPORT

TO: Council

SUBJECT: ICT Standing Committee Minutes 3 September 2020

DATE: 07.09.20

AGENDA REF: FCS4

AUTHOR: Michelle Clarke - Director Finance & Corporate Services

Sub-Heading

ICT Standing Committee 3 September 2020

Executive Summary

The purpose of this report is to receive and note the minutes of the ICT Standing Committee and adopt the terms of reference for the committee and a new policy – Cyber-Incident Response.

Background

The Information Communication Technology Standing Committee met on 3 September 2020. A revised terms of reference is recommended for adoption based on the model terms of reference presented to Council as the new Standing Committees were established.

The report includes a revised CCTV Strategy – Phase 3 and a proposal for Council to consider laying conduit to improve connectivity in the CBD and key locations in St George when trenches are dug.

Link to Corporate Plan

Key Foundation Area	Key Program Area
<u>Governance</u>	Excellence in service delivery and project management

Consultation (internal/external)

ICT Standing Committee
Field Solutions Group
Fourier
Shire Networks

Legal Implications

The terms of reference for the Standing Committee are in accordance with S264 of the Local Government Regulations 2012.

Risk Implications

Information Technology - Disruption to services, inefficiencies or breaches of Council's obligations arising from system and infrastructure failures

Policy Implications

The minutes propose the adoption of a new policy for Cyber-Incident Response. A Cyber-Incident Response Plan will complement the policy and is still under development.

Financial and Resource Implications

Not applicable

Options or Alternatives

Adopt the recommendations or amend the policy and/or terms of reference.

Attachments

1. Minutes ICT Standing Committee [↓](#)
2. ICT Standing Committee Terms of Reference [↓](#)
3. Terms of Reference ICT Steering Committee [↓](#)
4. CCTV Phase 3 Strategy [↓](#)
5. Cyber Incident Response Policy [↓](#)

Recommendation/s

That Council resolves to:

1. Receive and note the minutes of the ICT Standing Committee of 3 September 2020;
2. Adopt the ICT Standing Committee Terms of Reference, as attached, in accordance with S264 of the Local Government Regulations 2012;
3. Rescind the former ICT Steering Committee Terms of Reference of 16 June 2016;
4. adopt the Revised CCTV Strategy for the long-term enhancement and expansion of Council's CCTV Network, as attached;
5. Pursue conduit with draw wire to be installed as part of trenching across CBD and strategic locations to improve fibre, power and connectivity options across the network;
6. Develop a new ICT and Digital Strategy for internal organisational requirements and external requirements for the community around liveability and economic development;
7. Adopt the Cyber-Incident Response Policy, as attached.
- 8.

Michelle Clarke

Director Finance & Corporate Services

UNCONFIRMED



MINUTES

of the

ICT Committee Meeting

held in the

Council Chambers, 118 Victoria Street, St George

on

Thursday 3rd September 2020

Commencing at 2.20pm

Table of Contents

ORDER OF PROCEEDINGS.....	2
(REP) REPORTS.....	2

UNCONFIRMED

ORDER OF PROCEEDINGS

ATT1 ATTENDANCE

Cr R Lomman (Chair), Mayor Cr S O'Toole and Cr I Todd

Mr Matthew Magin (Chief Executive Officer), Mrs Michelle Clarke (Director Financial & Corporate Services), Mrs Debbie Green (Manager Corporate Services) and Mr Cameron Kelly (IT Officer)

Mrs Kerry Suttor (Project Consultant), Mr Adam Cassells, GIS Officer, Infrastructure Services

LOA1 LEAVE OF ABSENCE

Nil

COM1 CONFIRMATION OF MINUTES

Cr Todd moved and Mrs Clarke seconded:

That the Minutes of the General Meeting held on 13 February, 2020 be confirmed.

CARRIED

BAM1 BUSINESS ARISING FROM MINUTES

Nil

(REP) REPORTS

REP1 ICT STANDING COMMITTEE TERMS OF REFERENCE

Information Communication & Technology [ICT] Standing Committee Terms of Reference

Cr Todd moved and Cr O'Toole seconded:

That Council resolve to adopt the attached ICT Standing Committee Terms of Reference and rescind the attached 16 June 2016 version.

CARRIED

REP2 BALONNE DIGITAL CONNECTIVITY PROJECT

September 2020 Update

Cr Todd moved and Mr Kelly seconded:

The ICT Standing Committee received and noted the Balonne Digital Connectivity Update Report.

CARRIED

REP3 CCTV NETWORK ACROSS THE SHIRE

CCTV Network Projects Across the Shire

Cr O'Toole moved and Cr Todd seconded:

That the Council resolve to:

1. adopt the Revised CCTV Strategy for the long-term enhancement and expansion of Council's CCTV Network.

UNCONFIRMED

2. pursue conduit with draw wire to be installed as part of trenching across CBD and strategic locations to improve fibre, power and connectivity options across the network.

CARRIED

REP4 **ICT GENERAL UPDATE**

ICT General Update

Cr O'Toole moved and Cr Todd seconded:

That Council:

1. receive and note the update of ICT Service provision;
2. develop a new ICT and Digital Strategy for internal organisational requirements and external requirements for the community around liveability and economic development.

CARRIED

REP5 **PHISHING INCIDENT REPORT AND CYBER INCIDENT RESPONSE POLICY**

Phishing Incident Report

Mr Kelly moved and Mr Magin seconded:

The ICT Standing Committee noted managements' response to the Phishing Email Incident and recommend that Council adopt the Cyber Incident Response Policy.

CARRIED

NEW ENTERPRISE RESOURCE PLANNING SYSTEM - SYNERGY SOFT PROJECT

Progress report on the new ERP – Synergy Soft and Altus Project

Cr Todd moved and Cr O'Toole seconded:

The ICT Standing Committee received and noted the progress on the new Enterprise Resource Planning System – IT Vision project.

CARRIED

REP6 **ICT STRATEGY PROGRESS REPORT**

ICT Strategy Progress Report September 2020

Mrs Green moved and Mr Kelly seconded:

The ICT Standing Committee received and noted the ICT Strategy Progress report dated 3 September 2020.

CARRIED

GENERAL BUSINESS

Nil

UNCONFIRMED

There being no further business, the Meeting closed, the time being 3.40pm.

Confirmed at a Meeting of the ICT Standing Committee held on .

.....
MAYOR

Terms of Reference

– Information Communications & Technology [ICT] Standing Committee

1. TERMS OF REFERENCE

This Terms of Reference is provided to outline the requirement for the Information Communications & Technology [ICT] Standing Committee and is to be read in conjunction with Council's Code of Meeting Practice. The ICT Standing Committee is established under Section 264 of the *Local Government Regulations 2012*.

2. PURPOSE

The purpose of the ICT Standing Committee is to formulate strategic direction for council and community to improve information and communication technology (including digital connectivity).

3. DEFINITIONS

The Committee – ICT Standing Committee

Standing Committee – Under S264 of the LG Regulations a Standing committee can have councillors as members only

4. TENURE

The ICT Standing Committee will remain operational for the current term of Council (ending in March 2024) and will be reviewed at the commencement of the next term of Council.

5. MEMBERSHIP

The individuals who make up the committee are nominated and approved by Council.

The core membership of the Committee will comprise of:

- 2 x Councillors one of which is the Chair
- The Mayor (ex officio member)

On 20 August 2020 Council appointed:

- Cr Richard Lomman (Chair)
- Cr Ian Todd

Officers that will attend include:

- Chief Executive Officer
- Director of Finance & Corporate Services
- Manager Corporate Services
- IT Officer

Officers that may attend depending on projects include:

- Project Officer (as required)
- Communications & Media Officers (as required)
- Director Infrastructure Services and Director Environment & Regulatory Services (and their staff, as required)

6. ADMINISTRATIVE SUPPORT

Terms of Reference

– Information Communications & Technology [ICT] Standing Committee

The Committee will be supported by the Finance & Corporate Services administration team.

7. MEETINGS

- a) The Committee shall meet at least twice per annum, however may meet more frequently depending on the projects underway.
- b) Meetings will be chaired by a Balonne Shire Councillor.
- c) The Committee will adopt a consensus decision-making style.
- d) Quorum will be defined as 50% plus one.
- e) Members will disclose any declarable or prescribed interests in accordance with the Local Government Act 2009 and Local Government Regulations 2012. Where appropriate the committee or staff member will remove themselves from the meeting. Conflicts of interest are to be recorded in the Committee meeting minutes.
- f) Minutes of the Committee's meeting will be taken, typed up and distributed to all members by the FCS administration team and be made available on Sharepoint for all Councillors. The record will then be included in the Information Papers of the next available Council meeting.
- g) If there are any recommendations for Council to consider for adoption a report will be prepared by the Director of Finance & Corporate Services for Council resolution.

8. SCOPE

Inclusions:

- The Committee will discuss, monitor, review and provide feedback at a strategic level with respect to information, communication or technology projects or proposals;
- The Committee may make recommendations to Council to approve or reject any budget or project proposals;
- The Committee may discuss any arising business, ideas, issues, or community feedback regarding digital connectivity, CCTV or telecommunications.

Exclusions:

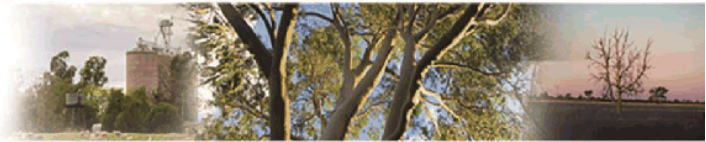
- The Committee will not deal with operational or administrative matters of Council.
- The Committee cannot direct Council staff regarding projects, all project requests need to go through Council.

9. REPORTING TO COUNCIL

The Committee shall report regularly on its activities, provide Council with guidance, and/or make recommendations to Council through the provision of the record of meeting.

10. DELEGATED AUTHORITY

The Committee has no delegated authority to make decisions on behalf of the Council. Decisions will be made by Council Resolution or as delegated to the Chief Executive Officer.



Terms of Reference

– Information Communications & Technology [ICT] Standing Committee

11. CONFIDENTIALITY

Almost all the information provided to Committee members will be of a sensitive nature, for Commercial, Intellectual Property or other reasons. Committee members are requested to treat the information in an appropriate manner.

Record of meetings will not be made public except as presented to Council and where appropriate recommendations will be considered by Council in closed session depending on the phase of the project.

Terms of Reference

Information and Communication Technology Advisory Committee

Established: 10th May 2012 (as the IT Advisory Committee)
21st November 2014 (as the ICT Advisory Committee)
16th June 2016 (Terms of Reference reviewed and amended)

Head of Power: *Local Government Regulation 2012*, section 264

Purpose: The Balonne Shire Council Information and Communication Technology Committee has been convened to advise Council on its ICT strategic direction and investment in information and communication technologies to support Council's operational and communication requirements.

Membership: Councillor Gaske
Councillor Todd (appointed 21st April 2016)
Councillor Scriven (appointed 21st April 2016)
Mayor (ex-officio Member)
Chief Executive Officer
Director of Corporate & Financial Services
Computer Services Officer
Communications Officer
Manager of Economic and Community Services
Representative from Infrastructure Services

Chair Cr Gaske is the appointed Committee Chair.

Frequency of Meetings
The Committee is empowered to determine its meeting frequency, time and venue of meetings.

Quorum The Committee Quorum shall be a simple majority of Members, provided that a Councillor must be present.

Adopted: 16 June 2016
Record No:



CCTV STRATEGY

PHASE 3

2020-2024

Original Date of Adoption: 26 October 2017
Revised Date: 24 August 2020
Document Controller: Michelle Clarke
Next Date of Review: September 2022

Contents

1. Introduction	3
2. Purpose	3
3. Background Information	4
4. Governance and Community Engagement	4
a. Community Safety	5
b. Legislative Compliance	5
c. Memorandum of Understanding	5
5. Situation Exploration	6
6. Identified CCTV Issues.....	6
7. Desired Future Situation.....	7
8. Specifications	8
9. Phase 2 Action Plan	9
1. Appendix 1	16
2. Appendix 2	17

1. Introduction

Council's vision is for *connected, innovative communities, where economies are strong, and opportunities are abundant*. Council's Community Safety Strategy and Closed-Circuit Television (CCTV) CCTV Strategy aims to achieve its Community goals and objectives of safe and welcoming spaces and community well-being together with small town sustainability.

The CCTV Strategy has been revised and developed since its adoption in 2017. The plan focuses on key elements vital to the successful implementation and ongoing operation of monitoring cameras (including CCTV). Phase 1 implemented the initial strategy to expand the CCTV network in St George and was completed with \$120,000 funding through Telstra's Innovation Grant and the Queensland State Government Works for Queensland 2017-19 fund. Phase 2 expanded on the initial purpose of CCTV for crime prevention, exploring community safety, tourism, and disaster resilience. A portion of Phase 2 was completed with Federal Community Safety funding to provide CCTV cameras in Bollon and Dirranbandi. The long-term goal of Phase 3 is to improve surveillance of Main Roads in consultation with the Department of Transport and Main Roads and enhance the connectivity and storage requirements to support an expanded network.

This document was revised in consultation with Queensland Police, the Local Disaster Management Group, Information Technology Communications Standing Committee, Field Solutions Group and community stakeholders.

2. Purpose

The purpose of Phase 3 is to enhance the connectivity and storage requirements to support an expanded network to meet the needs of the Balonne Shire, up to 2024 and beyond.

The purpose of the CCTV network and camera monitoring program is to:

- Provide real time information on road safety conditions eg. inundation/road closures and monitoring of traffic
- Increase public confidence regarding their safety;
- Act as a crime deterrent;
- Add an additional layer of security to Council assets;
- Provide a more efficient police response to incidents that occur within the 'footprint' of the CCTV network;
- Provide information and images that may be used as evidence of an offence;
- Improve connectivity and reliability of the expanded CCTV network;

The aim is to upgrade the existing CCTV solution with a contemporary digital CCTV solution that provides accurate high –definition, high quality CCTV imaging services that meet the identified and agreed outcomes for the town, its community, staff and Queensland Police. An increase in the footprint of the system is a focus in addition to technological improvements.

Council is aware that technological changes occur rapidly in this area and future advancement of technologies and software will be monitored to ensure the use of up to date systems and hardware.

The ongoing operation and support of the solution would be carried out through the adoption of 'best practice' Security and ICT Service Management processes.

3. Background Information

The Bureau of Meteorology in Queensland maintains an historical flood peak height database for each river station, often incorporating information from other water and local agencies. For many river height stations, the Bureau in Queensland also maintains details of the flood height at which a bridge or road crossing is affected and includes this information when providing latest river heights (for example, as depths above or below the bridge or road crossing). Many of the flood ways in the Balonne Shire are across minor tributaries of larger river systems, creeks and gullies where there are no monitoring stations. The solution of a camera monitoring specific locations will assist local emergency services, council, Department of Main Roads and Transport and the Local Disaster Management Group in assessing and responding to road conditions. Council's website will complement existing State Government flood and road condition website. It will provide real time advice to our local community and travelling. Similar systems have been used by other local governments. See Appendix 1 for example of two council websites on road conditions - Whitsunday Regional Council and Richmond Shire Council.

The CCTV Strategy adopted in April 2017 recognised the need for CCTV services in the smaller townships of Dirranbandi, Bollon, Thallon, Mungindi and Hebel. Consultation with local police suggest great benefit will come from CCTV covering licensed premises and other sections of individual town Main Streets to assist with crime prevention and general oversight. Council also has a number of assets across the Shire that will benefit from enhanced security and workplace health & safety in these remote locations.

4. Governance and Community Engagement

The use of CCTV by the Balonne Shire Council will be aligned with legislative requirements, guidelines and standards.

Management and storage of recordings will be managed in accordance with Council's Code of Practice for CCTV and arrangements with Police will be detailed in a Memorandum of Understanding (MOU) - refer to section 4c below.

Community consultation has taken place to determine the need for CCTV and flood monitoring within appropriate locations.

a. Community Safety

Council established a Community Safety Committee with key stakeholders to co-ordinate the strategic objectives of community safety. This Committee has now been re-named the Community Advisory Committee. Phase 1 addressed the use of CCTV for policing purposes in St George. Phase 2 allowed expansion to Bollon and Dirranbandi. Phase 3 proposes improved infrastructure to support the expanded network. It also proposes to better inform the Local Disaster Management Group with a focus on flood monitoring and road condition. It will also expand to other remote communities for policing and community safety purposes such as Mungindi, Thallon and Nindigully.

b. Legislative Compliance

A number of Acts, Standards and Guidelines exist that are relevant to the implementation and operation of CCTV Systems. These should be carefully considered, understood and complied with where and as required.

- Information Privacy Act 2009
- Privacy Act 1988
- Privacy Amendment Act 2000
- Privacy Amendment Act 2004
- Queensland Policing requirements for closed circuit Television guidelines
- Australian Standard AS4806.1: Closed circuit television (CCTV) Part 1: Management and Operation
- Australian Standard AS4806.2: Closed circuit television (CCTV) Part 2: Application Guidelines
- Australian Standard AS/NZS 3080: Telecommunication Installations-Integrated telecommunications cabling systems for commercial premise
- Listening Devices Act 1991
- Listening Devices Regulations 2004

c. Memorandum of Understanding

Phase 1 of the strategy refers to a Memorandum of Understanding with the St George Police. Council will work under simpler terms with other key stakeholders and local police stations as required. Work is continuing to develop a partnership with the Department of Transport & Main Roads with regards to road monitoring.

Council has also been successful in receiving Get Ready Funding to work with Guardian to create a Disaster Management dashboard that will link up with flood gauges and flood crossing cameras to inform the travelling public.

5. Situation Exploration

There is currently no CCTV in our smaller townships or in remote locations to monitor flood ways. There is CCTV in St George, Bollon and Dirranbandi. Road closure signage on State controlled roads has recently been digitised to allow OPEN and CLOSED signage to be updated remotely by DTMR. Council staff are still required to travel the road network and report closures and erect suitable signage during flood events. Council has identified flood crossings on both State controlled and local road networks that would benefit from remote monitoring. This will reduce the need for staff to travel the network back and forth on a daily basis to monitor the status. Response time will be improved and community notification will also improve with flood ways displayed on council's website to inform the travelling public and local community of the risks ahead.

Council has established relationships with key stakeholders and specialist providers that will work together to deliver the outcomes. Key stakeholders have been identified as Queensland Police, Ergon Energy, Telstra, Department of Transport and Main Roads, Balonne Shire Community Advisory Committee, Guardian, Local Disaster Management Group, Care Balonne and local Progress Associations in smaller townships.

All cameras will be fully out door rated. Footage will be recorded/displayed:

- by a central server located in Council's Victoria Street office; or
- at remote locations throughout the Shire (possibly local police stations); or
- live feed to council's website.

6. Identified CCTV Issues

Identified issues pertaining to the current situation are shown in the following table. These will be remedied as part of this Strategy through implementation of the new CCTV solution, appropriate decision framework and changes in current operating procedures.

Issue #	Issue Description
1	Quality of CCTV Cameras is not good enough for police prosecution or identification
2	Too many separate systems across council making it difficult for Council IT to manage
3	Lack of clearly articulated plan for maintenance and upgrade of system
4	Reliance on full Council or grant funding for all capital and maintenance costs
5	Portable camera functionality not utilised
6	Lack of measures to determine effectiveness of investment in CCTV technology

8	Limited use of cameras for the purpose of event and venue promotion
9	Use of cameras for emergency management real time situational awareness
10	Currently no monitoring of flood ways or remote townships
11	Increased storage requirements and issues with Wifi signal strength

7. Desired Future Situation

The desired future state will see an efficient and effective operating CCTV system that meets the needs of our communities and key stakeholders.

The clear objectives of Phase 3 are to:

- Increase the storage capacity and signal strength of the CCTV network
- Reduce crime and anti-social behaviour across the Shire through the installation of CCTV as a deterrent in our smaller townships;
- Improve road safety and traffic conditions;
- Achieve improved monitoring capability by the police to direct resources appropriate to the needs of our communities;
- Monitor flood inundation of flood ways and townships.

Phase 3 will focus on:

- Use of contemporary digital CCTV technology;
- Use of satellite and 3G network;
- Use of solar technology;
- Appropriate placement of CCTV camera and 3G or Satellite cameras;
- Timely and convenient access to video information for authorised persons;
- Timely and convenient access to road conditions on council's website for road authorities and the general public;
- Effective procedures for operations and maintenance of infrastructure;
- Adherence to relevant Legislation, Standards and Guideline covering CCTV Surveillance;
- A 'lifecycle' approach to infrastructure replacement;
- Integration of CCTV-based solutions with ICT systems and business processes where relevant and appropriate.
- Opportunity to value add by utilising private infrastructure through co-ordination or networking with local business

8. Specifications

New cameras on Main Roads must meet the Department of Transport and Main Roads will meet the following requirements:

- Code of Practice PT 404/10.14
- Specifications MRTS225 Imaging; and
- Australian Standard 4806.1 – Closed Circuit Television (CCTV).

CCTV systems must be operated in accordance with any applicable privacy provisions. In particular, the National Privacy Principles (the NPPs) provided for under the Privacy Act 1988 (Commonwealth) may apply to operators. The NPPs set out how private sector organisations should collect, use, keep secure and disclose personal information. Adequate signage should be visibly displayed along with a reminder to the public of their rights and responsibilities in public spaces.

Refer to Appendix 2 for an example of a supplier that can offer remote monitoring of flood ways.



9. Phase 2 Action Plan

The Action Plan is underpinned by key objectives of the Strategy and prioritised in accordance with key stakeholder requirements. The scope and specifications are subject to change and the prices are subject to quotation.

Priority	Road	Floodway Name	Local or State Road	Phone coverage	GPS location	Estimated Cost
1	Moone Hwy	Mt Driven Bridge	State	Explore satellite		\$25,000
2	Wanganui Lane	Warroo Bridge	Local	Yes		\$15,000
3	Camaron Hwy	Nindigully	State	Yes		\$15,000
4	Castlereagh Hwy	Policeman's Lagoon - Dirranbandi	State	Yes		\$20,000
5	Balonne Hwy	Wallum Creek - Bollon	State	Yes		\$20,000
Total Estimate (excl GST)						*\$95,000

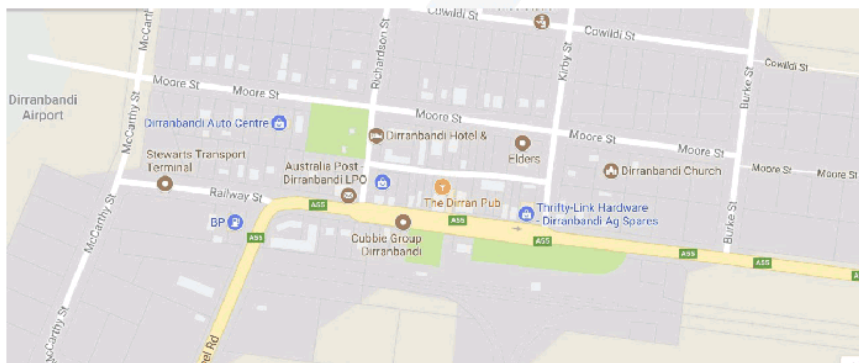
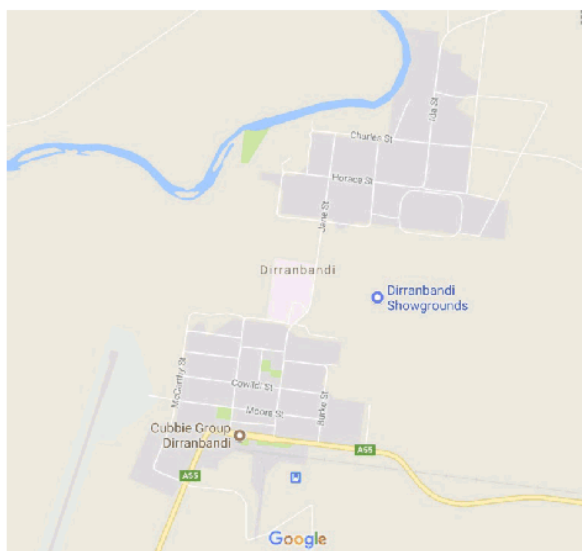
*Costs include remote monitoring cameras, solar power unit, secure dashboard, pole and footings, installation costs

Priority	Location/Action	Specifications/Requirements	Key Stakeholders	Estimated price
1	Council CCTV monitor and storage	Upgrade of cameras, storage and directional Wireless antenna from council administration office St George (to be fully itemised under separate cover)	St George QPS	\$100,000
2	Dirranbandi CBD (Rail and River Recreation area)	Installation of 2 additional CCTV bullet cameras on existing Poles/infrastructure at Rail and River recreation area. Enclosure, network switch and wireless equipment to Council works depot.	QPS Ergon Energy Department Transport & Main Roads (under Master Plan)	\$6,000
3	Bollon CBD	Installation of 1 additional CCTV bullet camera on Ergon Energy Pole and relocation of 1 CCTV camera as requested by QPS	QPS Ergon Energy Department Transport & Main Roads	\$6,000
3	Mungindi (QLD) (map 6)	Installation of 4 CCTV bullet cameras on the existing Ergon Pole. Enclosure, network switch and wireless equipment to QPS (who have existing monitors)	QPS Ergon Energy Department Transport & Main Roads	\$25,000
		Other Installation expenses		\$10,000
Total Project Cost		(Excl GST)		\$137,000

Other Projects (see appendix 1)

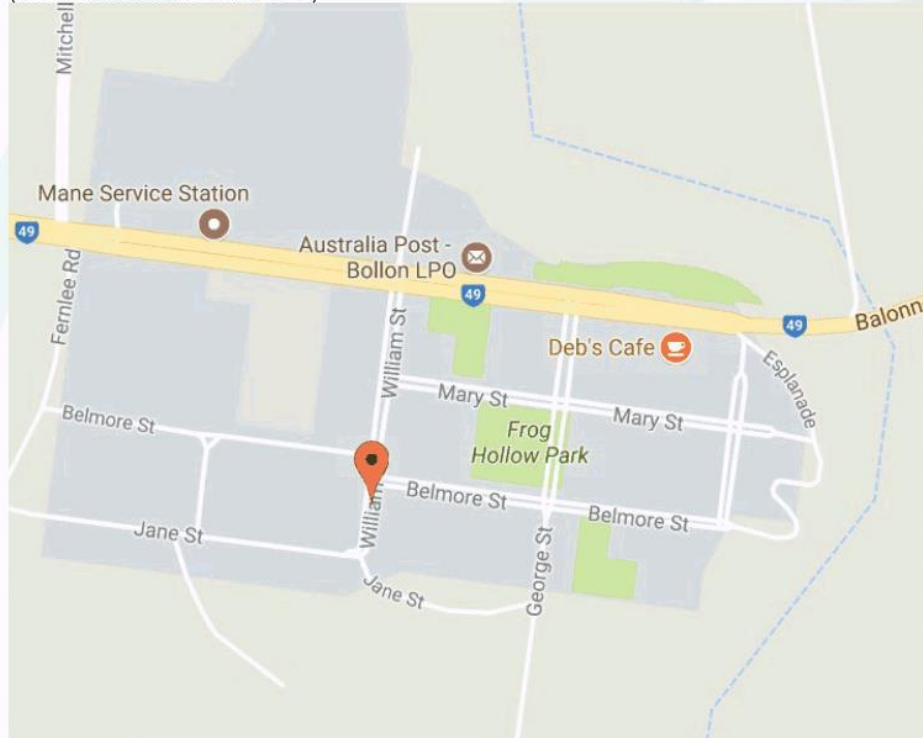
Guardian Disaster Dashboard project			\$10,660 (inclusive GST)		
1.00	Each	DASH03 - Disaster Dashboard - Level 3 Setup, configuration, testing and project management Public view of disaster management information on the Council website environment. - .Net Web Page - Links to Guardian data (bulletins, evac centres, Guardian Roads) - Displays Guardian Roads (Council managed roadworks/closures/events/flooding) and TMR 131940 Road information - Links to publicly available information and social media - Links to Council data - Map display and layer management (2 layers) - Map and Feed Configuration ## DIRECTOR APPROVED DISCOUNT ##	5,000.00	0.00	5,000.00
1.00	Year	DASH014 - Dashboard AWS Hosting Service - Level 3 - Dashboard hosting on a shared AWS M4 extra large instance or equivalent - Windows Server OS - autoscaling to 5 instances ## ANNUAL RECURRING FEE##	2,000.00	0.00	2,000.00

Map 1 and 2 – Dirranbandi
(Locations determined with QPS and community consultation)

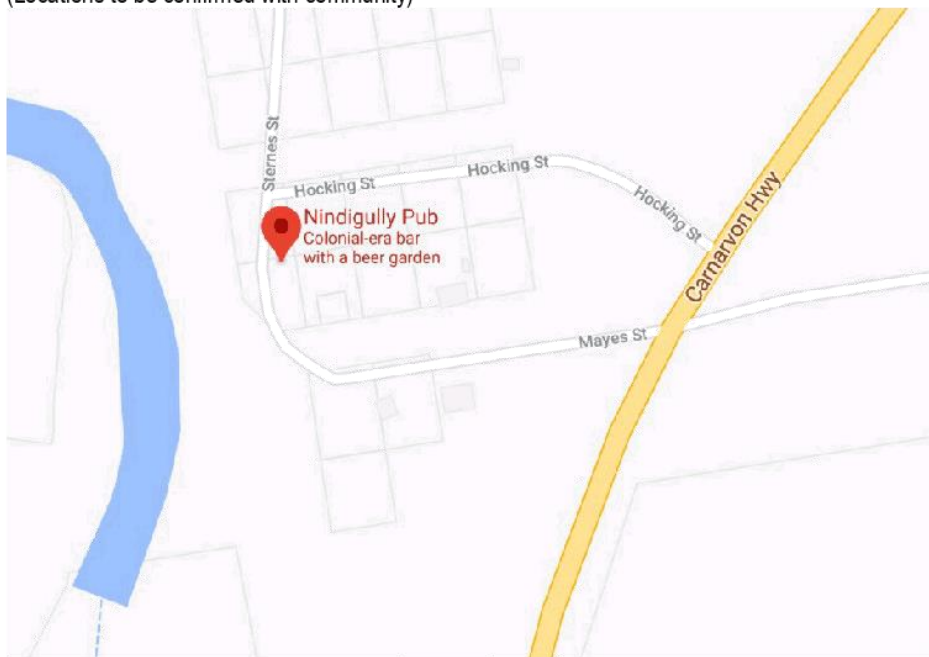




Map 3 - Bollon
(Locations determined with QPS)

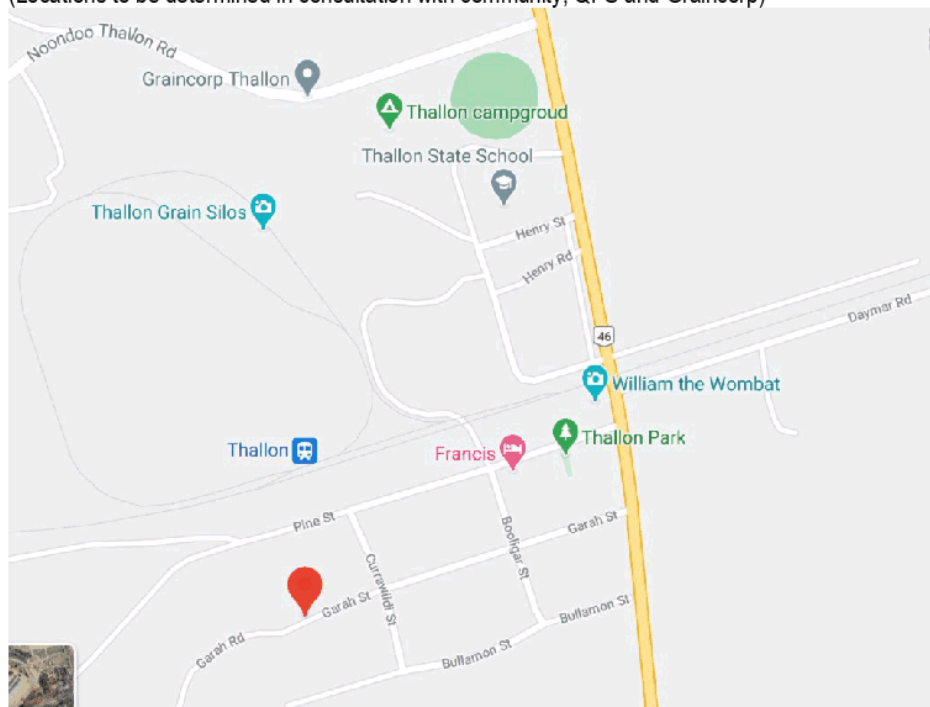


Map 4 – Nindigully
(Locations to be confirmed with community)

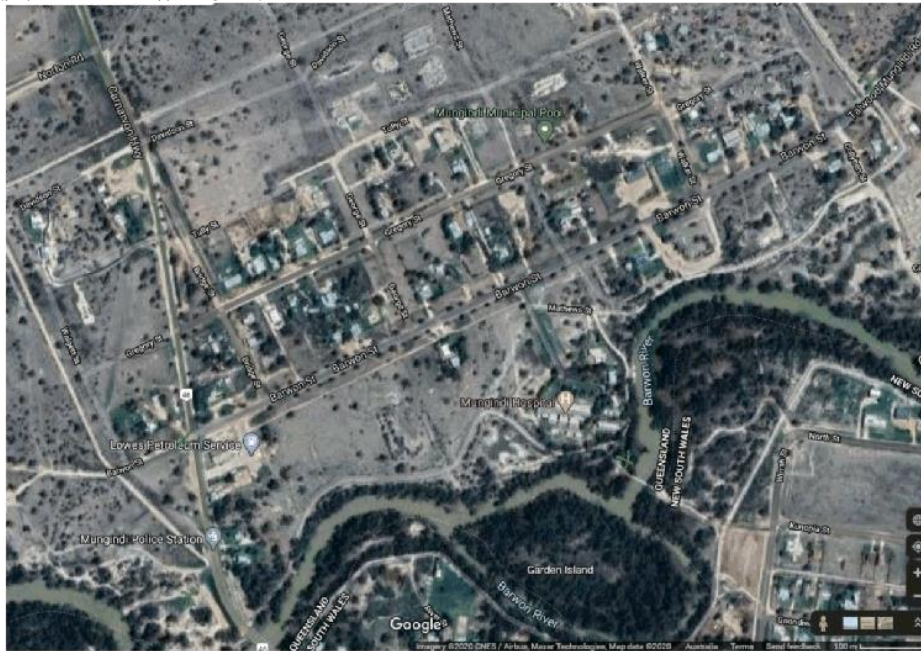


Map 5 – Thallon

(Locations to be determined in consultation with community, QPS and Graincorp)



Map 6 – Mungindi
(proposed locations supplied by QPS)



1. APPENDIX

Richmond Shire Council – road conditions website

Web Cameras

The council has several cameras located throughout the shire. Camera 1 is watching the Cambridge (or Stawell) river crossing on the Croydon Road approximately 42km from Richmond. Camera 2 is watching the Hulberts Bridge crossing on the Frontage Maxwellton Road crossing of the Finders River at Maxwellton 40km west of Richmond. Camera 3 is watching Ambush Gully which is 6km east on the Villadale Road. Camera 4 is watching Mountain Creek, which is 6 km north of Richmond on the Croydon Road.

Mountain Creek



Whitsunday Regional Council flood warnings website

- The date and time is displayed at the bottom of each image
- The images will be updated approximately every 15 minutes
- The general public are advised that night vision is not available - these cameras only operate during the day.

NORTH TO AIRLIE BEACH



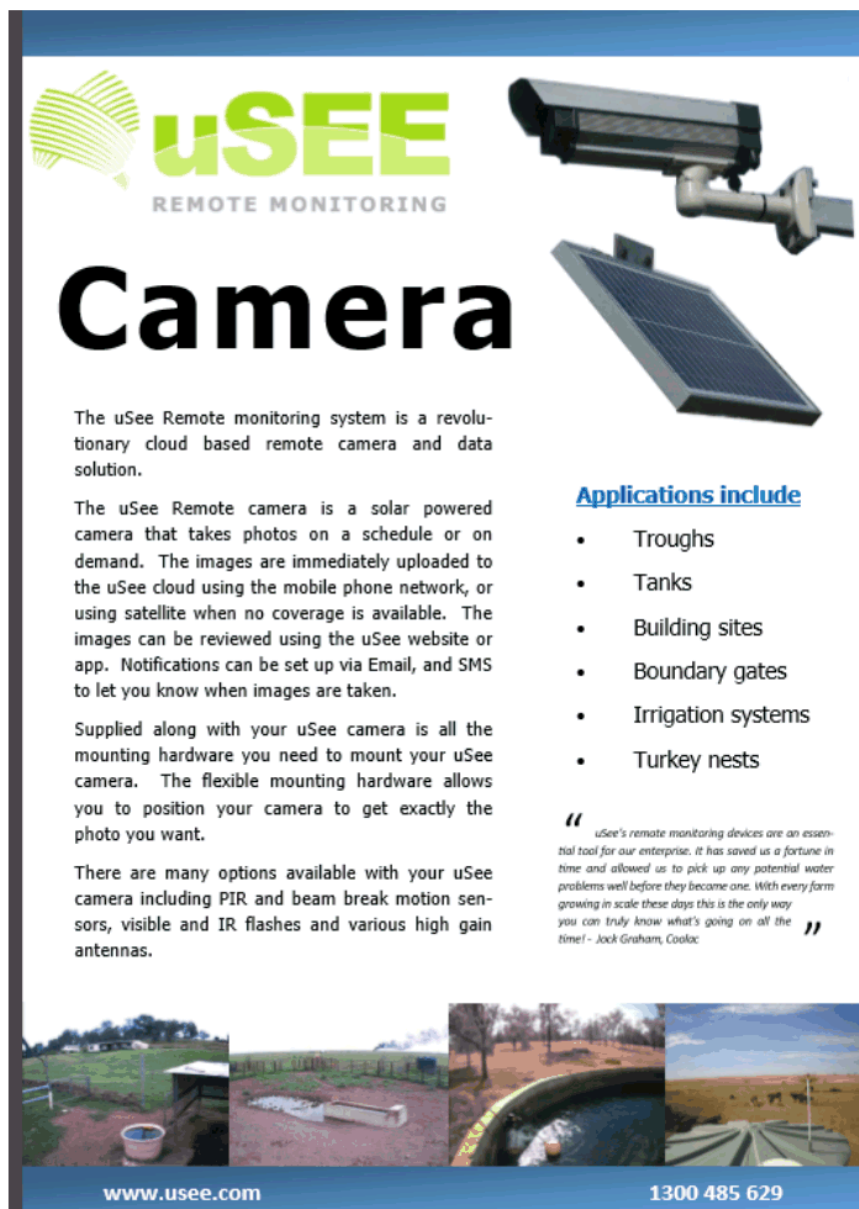
Refresh

SOUTH TO PROSERPINE



Refresh

2. Appendix



The advertisement for the uSEE Remote Monitoring Camera features the company logo in green and black, with the text 'REMOTE MONITORING' below it. A large, bold title 'Camera' is prominently displayed. To the right, a high-resolution image shows the camera unit and its solar panel. The text describes the system as a revolutionary cloud-based remote camera and data solution. It details how the solar-powered camera takes photos on a schedule or on demand, uploads them to the uSEE cloud, and allows for review via a website or app. Notifications are sent via email and SMS. A list of applications includes troughs, tanks, building sites, boundary gates, irrigation systems, and turkey nests. A quote from Jock Graham of Coolac praises the device as an essential tool for enterprises. At the bottom, four small images show the camera in various rural settings. The website 'www.usee.com' and the phone number '1300 485 629' are provided.

uSEE
REMOTE MONITORING

Camera

The uSee Remote monitoring system is a revolutionary cloud based remote camera and data solution.

The uSee Remote camera is a solar powered camera that takes photos on a schedule or on demand. The images are immediately uploaded to the uSee cloud using the mobile phone network, or using satellite when no coverage is available. The images can be reviewed using the uSee website or app. Notifications can be set up via Email, and SMS to let you know when images are taken.

Supplied along with your uSee camera is all the mounting hardware you need to mount your uSee camera. The flexible mounting hardware allows you to position your camera to get exactly the photo you want.

There are many options available with your uSee camera including PIR and beam break motion sensors, visible and IR flashes and various high gain antennas.

Applications include

- Troughs
- Tanks
- Building sites
- Boundary gates
- Irrigation systems
- Turkey nests

" uSee's remote monitoring devices are an essential tool for our enterprise. It has saved us a fortune in time and allowed us to pick up any potential water problems well before they become one. With every farm growing in scale these days this is the only way you can truly know what's going on all the time! - Jock Graham, Coolac "

www.usee.com 1300 485 629



uSEE Camera

REMOTE MONITORING

Specifications

	NextG camera	Satellite camera
Image Resolution	1280x1024 (1.3mp)	320x240, 640x480, 1280x1024, 1920x1080
Battery	6V 4.5Ah SLA	12V 12Ah SLA
Solar Panel	10w Monocrystalline	40w Monocrystalline
Standard Antenna	6dBi omnidirectional	
Warranty	One year return to base	One year return to base
Supplied mounting hardware	3 x 50mm (2") clamps 1 x mounting arm 1 x mounting plate 3 x mounting bolts	4 x 50mm (2") clamps
Standard configuration	1 x uSee Camera 1 x 6.5dBi Antenna 1 x Solar panel 1 x Battery	1 x Satellite Camera 1 x Solar panel 1 x Battery 1 x Satellite antenna

Available options

Rain Gauge
Tank Sensor
Wireless beam break motion sensor
Wireless PIR motion Sensor
Infra Red Flash
Visible flash

Contact information

Phone **1300 485 629**
Email info@usee.com.au
Postal Address 632 Olga Downs Road
Website www.usee.com



Specifications subject to change without notice
Copyright Harrington Systems Electronics 2015
All trademark's are copyright of their respective owners

www.usee.com

1300 485 629

18

For the People
Salonne
Shire Council

uSee Camera

The uSee Remote Monitoring Camera is a solar powered unit that takes time-lapse and on demand images of any site or location.

Using mobile or satellite networks (where no coverage is available), the images are uploaded simultaneously to your secure uSee dashboard which can be viewed through the website or mobile app.

3G

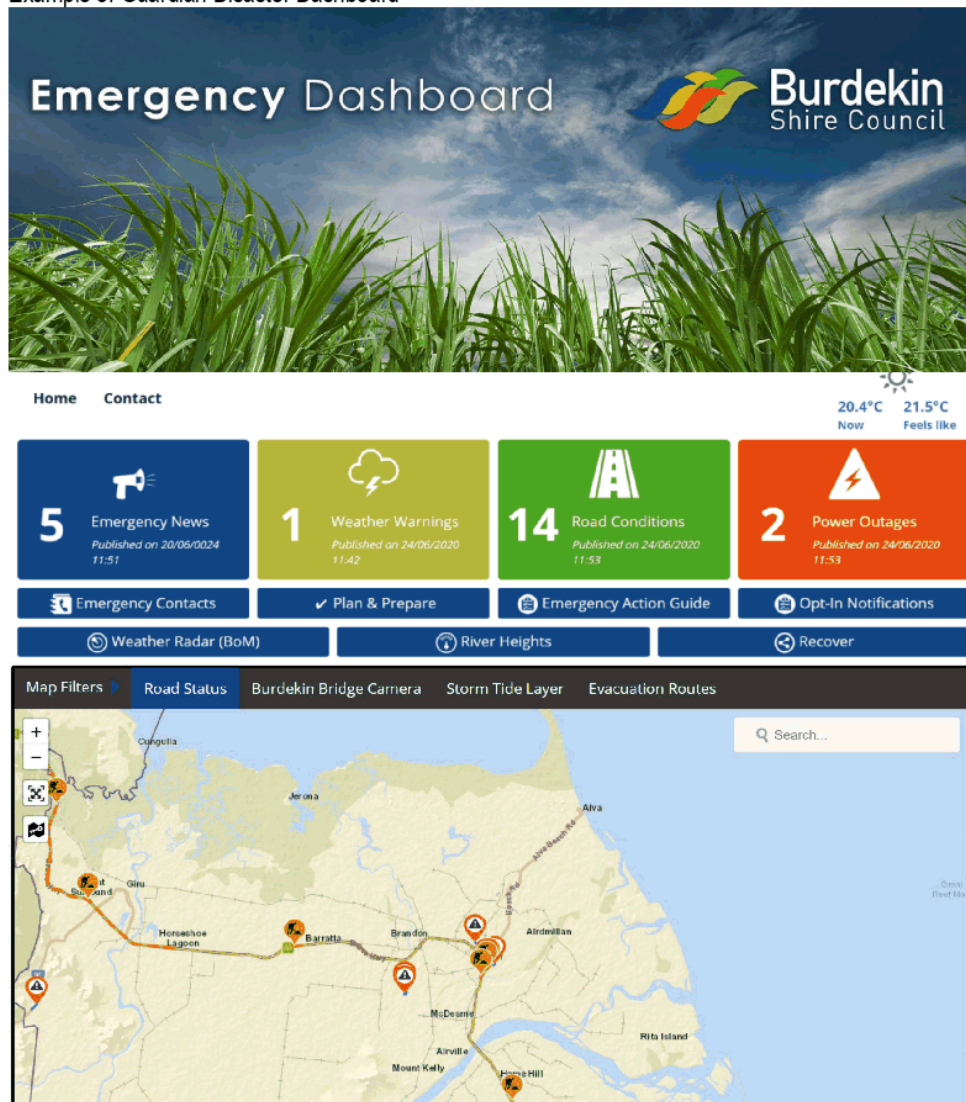
\$1,800 + \$275 per year

Satellite

\$4,500 + \$60 per month

BUY NOW

Example of Guardian Disaster Dashboard



Social Media - Council/LDMG

COUNCIL FACEBOOK
LDMG FACEBOOK
TWITTER

Burdekin Shire Council
Like Page 5K likes

Burdekin Shire Council
4 hours ago

Grace Grace MP
Politician · 14,055 likes · 4 hrs ·

Social Media Feeds

EMERGENCY SERVICES
ERGON ENERGY
SCHOOLS
TRANSPORT

Queensland Ambulance
@QldAmbulance
Replying to @QldAmbulance
#UpdateCorrection - one patient was transported to the Princess Alexandra Hospital in a stable condition with smoke inhalation after an earlier house fire in #Marsden.

Queensland Ambulance
@QldAmbulance
Replying to @QldAmbulance
#Update - One patient has been transported to Bundaberg Hospital in a stable condition with chest pain following the earlier vehicle and pedestrian incident at #GinGin.

It is vital that you tune into your local radio station in the event of an emergency

Local Radio Stations	
Triple M	92.3 FM
Hit FM	93.1 FM
Sweet FM	97.1 FM
ABC Radio Townsville	101.5 FM

Burdekin - Bruce Hwy & Burdekin Bridge (North)
Visit: QLD Traffic qld.gov.au

New Images are available approximately every 60 seconds.

Contact Us

PO Box 974
45 Young St Ayr Qld 4807
Phone: (07) 4783 9800

Contact Council
Councillors
Feedback
Social Media
Opt-in Management

ABN 66 393 843 289
Copyright © 2012-2018
Burdekin Shire Council
Disaster Dashboard Powered by QII +

qld.gov.au/getready

21

For the People
Salonne
Shire Council

FCS4 - ATTACHMENT 4

Page 182 of 507

17 September 2020



Cyber Incident Response Policy

1. POLICY STATEMENT

The Cyber Incident Response Policy aims to ensure that Council can respond quickly to a cyber security incident or data breach. By responding quickly, Council can substantially decrease the impact of a cyber incident or breach on affected individuals, reduce the costs associated with dealing with a breach, and reduce the potential reputational damage that can result.

2. PRINCIPLES

The threats of cyber-attack, data theft and information leakage with the associated reputation damage are ever present and Council will mitigate these threats and ensure adequate protection mechanisms are in place and supported by appropriate training and procedures.

The Policy:

- is based on the Information Privacy Act 2009 (Qld) and will ensure that Council takes reasonable steps to protect the personal information that it holds;
- refers to the Cyber-Incident Response Plan in the event of a cyber security or data breach;
- aims to regularly review and test council's information technology systems to ensure they are up to date and
- ensures that staff are aware of their roles and responsibilities.

The Policy aims at providing mitigation strategies to reduce the risk of:

- targeted cyber intrusions and other external adversaries who steal data
- ransomware denying access to data for monetary gain, and external adversaries who destroy data and prevent computers/networks from functioning
- malicious insiders who steal data such as customer details or intellectual property
- malicious insiders who destroy data and prevent computers/networks from functioning.

3. SCOPE

This policy applies to all Councillors, employees, volunteers, consultants and contractors including third party providers who specifically provide information technology services. [Stakeholders]

4. RESPONSIBILITY

The Director Finance & Corporate Services is responsible to ensure that this policy is known and adhered to across the organisation.

5. DEFINITIONS

#	Type / Description	Initial response to minimise potential harm
1	Ransomware; a tool used to encrypt or lock victims' data until a ransom is paid.	Immediately remove the infected device(s) from the network to limit the spread of ransomware. Capture all available logs relevant to the device. Isolate the devices while containment and eradication activities are determined.

Document No. >> (Insert Magiq Doc ID 530398) Version No.1
Authorised by >> Council

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



Cyber Incident Response Policy

2	Malware Infections; a virus, worm, Trojan horse, or other code-based malicious entity that successfully infects a host.	Immediately remove the infected device(s) from the network to limit the spread of malware. Capture all available logs relevant to the device. Isolate the devices while containment activities are confirmed and eradication efforts are determined.
3	Denial of Service (DoS) and Distributed Denial of Service (DDoS) attacks; overwhelming an ICT network with traffic that it cannot process, sometimes causing the network to fail.	Request gateway services provider to identify DOS/DDOS nature, attack vector and implement suitable solutions. Liaise with gateway services and network team to apply filters at network edge and / or increase capacity.
4	Phishing and Social Engineering; deceptive communications designed to elicit users' sensitive information (including network credentials).	Review logs of affected users (web and email logs) to determine whether malicious links/attachments were accessed. Consult users to confirm what actions they took, and whether any personal/sensitive information was provided in response to a phishing/social engineering attempt. Consider resetting user passwords and monitoring accounts for any unauthorised access.
5	Data breach; unauthorised access to sensitive or personally identifiable information.	Contain the data loss/spill as soon as possible. Alert privacy, legal and communications/media teams. Investigate the cause of the data loss/spill.

6. POLICY

- 6.1 Council stakeholders will respond to cyber security incidents in accordance with its Cyber-Incident Response Plan.
- 6.2 The approach taken by Council to respond to cyber security incidents will be based on the five functions identified in the International Standards for Cybersecurity:
 - identify
 - protect
 - detect
 - respond
 - recover
- 6.3 Council will undertake a risk assessment and regularly review cyber security measures, emerging technologies, and new information technology projects that represent additional challenges.
- 6.4 Council will ensure that it maintains its data backups, anti-virus and other anti-malware software, administrative credential protection, security patches and configuration consistency.
- 6.5 Council maintains appropriate insurance coverage to support its internal controls to protect against cyber threats through its insurer.
- 6.6 Council will provide all relevant stakeholders with induction and ongoing training and awareness in cyber security.
- 6.7 Cyber incidents or suspicious activities are to be reported in accordance with the Cyber-Incident Security Plan.
- 6.8 Alerts will be forwarded to all relevant stakeholders to ensure others are made aware of the incident and how to support Council in reducing the risk of a cyber security breach.
- 6.9 The Manager Corporate Services will alert Council's insurance company of any serious breach in accordance with council's insurance portfolio and utilise the available support services and analytics to assist in resolution of any breach.
- 6.10 Council's third-party providers will be notified as required to work with Council in response to any breach.



Cyber Incident Response Policy

7. LEGAL PARAMETERS

NIST Cybersecurity Frameworks
Essential Eight Maturity Model

8. ASSOCIATED DOCUMENTS

Information Privacy Policy
Employee Code of Conduct
Enterprise Risk Management Framework
Cyber-Incident Response Plan

Document No. >> (Insert Magiq Doc ID 530398) Version No.1
Authorised by >> Council

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

OFFICER REPORT

TO: Council

SUBJECT: Audit & Risk Committee Minutes 3 September 2020

DATE: 07.09.20

AGENDA REF: FCS5

AUTHOR: Michelle Clarke - Director Finance & Corporate Services

Sub-Heading

Audit & Risk Committee minutes 3 September 2020

Executive Summary

The Audit & Risk Committee met on 3 September 2020 and the purpose of this report is to receive and note the minutes.

Background

The Audit & Risk Committee met on 3 September 2020 and the meeting considered the following items:

- Interim Audit Report 2019/20
- QAO Briefing Paper for August 2020
- Internal Audit Progress Report
- External Audits Conducted 2020
- Risk Management Progress Report
- Risk Appetite Statement and Strategic Risks
- Phishing Incident and Cyber-Incident Response Policy
- Reportable Matter – Corrupt Conduct

The following report was circulated under separate cover.

- New Enterprise Resource Planning System – Synergy Soft Project Progress

The next milestone to be met is the draft financial statements to be presented to external audit by 9 September and the annual report to be finalised prior to 14 November 2020.

Link to Corporate Plan

Key Foundation Area	Key Program Area
<u>Governance</u>	High levels of accountability and compliance

Consultation (internal/external)

Arabon Audit & Assurance Services, Internal Auditors

Legal Implications

Section 105 of the Local Government Act 2009 requires Council to have an internal audit function. Council has established its Audit & Risk Committee in accordance with Section 211 of the Local Government Regulations 2012.

Risk Implications

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

Policy Implications

The new Cyber-Incident Response Policy is recommended for approval under the ICT Standing Committee report.

Financial and Resource Implications

Not applicable

Options or Alternatives

Not applicable

Attachments

1. Audit & Risk Committee 3 September 2020 [↓](#)
2. Revised Risk Appetite Statement [↓](#)

Recommendation/s

That Council resolves to:

1. receive and note the Audit & Risk Committee minutes of 3 September 2020;
2. adopt the risk appetite statement; and
3. hold a workshop with the Council to undertake a strategic risk assessment.

Michelle Clarke
Director Finance & Corporate Services

UNCONFIRMED



MINUTES

of the

Audit & Risk Committee Meeting

held in the

Council Chambers, 118 Victoria Street, St George

on

Thursday 3rd September 2020

Commencing at 10.15am

Table of Contents

ORDER OF PROCEEDINGS.....	2
(REP) REPORTS.....	2

UNCONFIRMED

ORDER OF PROCEEDINGS

ATT1 ATTENDANCE

Mr James Hetherington (Independent Chair), Mr Craig Dreher (Independent Member) Mayor Cr S O'Toole and Cr I Todd

Mr Matthew Magin (Chief Executive Officer), Mrs Michelle Clarke (Director Financial & Corporate Services), and Mrs Tracey Lee, Manager Finance Services

Teleconference: Mr Peter Vesely, Queensland Audit Officer, Mr Luke Malonne, Prosperity Advisors,(External Auditors) Mr Brendan McCrae, Arabon Audit & Assurance (Internal Auditor)

LOA1 LEAVE OF ABSENCE

Mr Andrew Boardman (Director Infrastructure Services)

COM1 CONFIRMATION OF MINUTES

Mayor O'Toole moved and Mr Dreher seconded:

That the Minutes of the General Meeting held on 28 April, 2020 be confirmed.

CARRIED

DECLARATIONS OF INTEREST

Nil

BAM1 BUSINESS ARISING FROM MINUTES

Nil

Digby Whyte, Director Environment & Regulatory Services entered the meeting at 10.23am

(REP) REPORTS

REP1 INTERIM AUDIT REPORT 2019/20

Interim Audit Report 2019/20

Cr Todd moved and Mayor O'Toole seconded:

That the Council receive and note the Interim Audit Report 2019/20.

CARRIED

REP2 QAO BRIEFING PAPER AUGUST 2020

Queensland Audit Office Briefing Paper August 2020

Mr Dreher moved and Mayor O'Toole seconded:

That the Council receive and note the Queensland Audit Briefing Paper August 2020, as attached.

CARRIED

REP3 AUDIT PROGRESS REPORT SEPTEMBER 2020

UNCONFIRMED

Audit Progress Report September 2020

Cr Todd moved and Mr Dreher seconded:

That the Council receive and note the Audit Progress report for September 2020.

CARRIED

Luke Malone, Prosperity Advisors, left the meeting at 10.57am.

REP4 **INTERNAL AUDIT REPORT**

Internal Audit reports 03/09/2020

Mayor O'Toole moved and Mr Dreher seconded:

That the Council receive and note the progress report from the Internal Auditor together with the progress report on management's implementation of recommendations related to the Plant Management, Capital Works and Grants Management internal audits.

CARRIED

REP5 **EXTERNAL AUDITS CONDUCTED 2020**

External Audits Conducted in 2020

Mayor O'Toole moved and Cr Todd seconded:

That the Council receive and note the External Audit requirements and management responses.

CARRIED

REP6 **RISK MANAGEMENT PROGRESS REPORT**

Progress Report on Risk Management February 2020 to September 2020

Cr Todd moved and Mr Dreher seconded:

That the Council receive and note the project executive summary and recommendations for risk management to implement the risk monitoring, reporting and review requirements.

CARRIED

Mr Peter Vesely, Queensland Audit Office, left the meeting at 11.45am and returned at 11.49am.

REP7 **RISK APPETITE STATEMENT AND STRATEGIC RISKS**

Risk Appetite Statement and Strategic Risks reviewed

Mayor O'Toole moved and Cr Todd seconded:

That the Council:

1. receive and note the revised strategic risks and risk appetite statement;
2. adopt the risk appetite statement; and
3. hold a workshop with the Council to undertake a strategic risk assessment.

UNCONFIRMED

CARRIED

NEW ENTERPRISE RESOURCE PLANNING SYSTEM - SYNERGY SOFT PROJECT

Progress report on the new ERP – Synergy Soft and Altus Project

This report was circulated to Committee members under separate cover for notation and not tabled at the meeting.

REP8

PHISHING INCIDENT REPORT AND CYBER INCIDENT RESPONSE POLICY

Phishing Incident Report

Mayor O'Toole moved and Cr Todd seconded:

That the Audit & Risk Committee note managements' response to the Phishing Email Incident and recommend that Council adopt the Cyber Incident Response Policy.

CARRIED

REP9

REPORTABLE MATTER CORRUPT CONDUCT

Reportable matter – Corrupt Conduct

Cr Todd moved and Mr Dreher seconded:

That the Audit & Risk Committee receive and note the action taken by the Chief Executive Officer.

CARRIED

GENERAL BUSINESS:

Manager Finance Services, Mrs Tracey Lee provided an update to the Audit & Risk Committee on the progress of the draft financial statements. Practical Computer Systems and Synergy Soft have been reconciled. Draft financial statements will go to LG Solutions to be formatted. The new Asset Accountant and Partners in Business have assisted in capitalisation of assets and the asset register has now been reconciled. Further work has now been completed on the revenue recognition for 2019/20 and management will consider a COVID-19 notation to add to the financial statements.

There being no further business, the Meeting closed, the time being 12.25pm.

Confirmed at a Meeting of the Audit and Risk Committee held on .

.....
MAYOR



RISK APPETITE STATEMENT

Risk appetite refers to the level of risk that the Councillors and Executive Management is prepared to accept to achieve the Balonne Shire Council's priorities of supporting connected, innovative communities, where economies are strong, and opportunities are abundant.

The Council focus is on:

Our Customers

Our customers are the centre of everything we do; we get things done with speed, conviction and agility.

Our People

We value teamwork and interdependence; we value each other and seek benefit from diverse people and perspectives.

Our Reputation

Our reputation is our most valuable asset; we act honestly and consistently in our behaviours, actions and decisions.

Council's lowest appetite is for risks associated with:

- a threat to wellbeing and safety of staff and the community
- poor standards of ethics, integrity and all aspects of security
- non-compliance with legislation and regulation.

Council has a low appetite for risks that may negatively impact the delivery of a reasonable level of service to the community and reduce public confidence in the Council and its services.

Council is willing to accept a higher level of risk where there is an opportunity to pursue innovative initiatives with benefits, such as innovative economic opportunities, outweighing the benefit of maintaining the status quo and that does not expose us to increased risks for which we have the lowest tolerance.

This means that as far as reasonably practicable, the Council is not willing to accept or be exposed to risk that compromises our ability to meet our obligations in the areas where we have the lowest risk appetite.

Adopted by Council 16/5/2019



Risk Tolerances for BSC

<p>High Appetite for:</p> <p>Pursuing initiatives that provide the benefits of greater impacts from our programs, systems and processes, such as:</p> <ul style="list-style-type: none"> - increased business and jobs growth opportunities - enhanced collaboration between government, industry and businesses - improved regional participation and engagement - increased partnerships with key stakeholders 	<p>Moderate Appetite for:</p> <ul style="list-style-type: none"> - developing new programs, systems and processes to increase growth and minimise cost - changes to operating models and methods to improve customer and stakeholder value where investments are likely to achieve positive outcomes - maximising productivity through intelligent failure and learning
<p>Low Appetite for:</p> <ul style="list-style-type: none"> - options that significantly diminish service performance - options that have a detrimental impact to our customers and stakeholders - poor investments or expenditure 	<p>No appetite for:</p> <ul style="list-style-type: none"> - work health and safety breaches - security breaches of confidential and personal information - fraud and corruption - failing to disclose conflicts of interest - legislative breaches



Seek to engage with risk and innovation in the pursuit of potential benefits, where risks are fully understood and accepted	Prepared to pursue innovative options in a measured and considered way, where risks are fully understood and accepted	Prefer safer options so as to limit the Council to adverse risk exposure	Seek to avoid and limit exposure to risks where they impact on the areas of lowest appetite
---	---	--	---

Adopted by Council 16/5/2019

OFFICER REPORT

TO: Council

SUBJECT: Legislative Changes - Local Government Act

DATE: 07.09.20

AGENDA REF: FCS6

AUTHOR: Michelle Clarke - Director Finance & Corporate Services

Sub-Heading

Legislative changes to the Local Government Act

Executive Summary

The purpose of this report is to provide an update to Council on proposed legislative changes that will take effect 12 October 2020.

Background

Preston Law provided an overview of the legislative changes that will take effect from 12 October 2020. This will amend the processes for local government meetings following the enactment of the Local Government Legislation (Integrity) Amendment Regulation 2020 ("Amendment Regulation"), which modifies the current Council meetings provisions in the Local Government Regulation 2012 ("LGR").

The Department of Local Government Racing and Multicultural Affairs advise that a new model Code of Meeting Practice will be released in the coming weeks.

The Amendments include changes to the councillor conflict of interest provisions and Councillors have completed training from the Local Government Association Queensland at an Elected Member Update and an informal training session with the DLGRMA on 27 August. Councillors are also required to complete mandatory training that will be available online via the DLGRMA soon.

What are the changes to meeting procedures?

Preston Law have highlighted some of the more significant changes below:

Public Notice

The Amendment Regulation introduces new requirements about public notice of ordinary meetings, how public notice must be given, and where notices need to be published.

The new provision requires Council to publish a notice of the days and times of ordinary meetings at least once a year on Council's website, and keep a notice displayed in a conspicuous place at its public office showing the days and times of meetings (including committee meetings).

Giving notice to councillors

The Amendment Regulation amends how and when notice of meetings and agendas must be given to councillors (and, where applicable, committee members). The timing provisions are unchanged from what the LGR currently prescribes – that is, notice must be given:

*at least 4 days before the day of the meeting, for an indigenous regional council;
at least 2 days before the day of the meeting, for all other local governments.*

However, the new provision makes an important clarifying amendment that puts it beyond doubt that whilst the timeframes do not apply if it is impracticable to give the notice before that time, the notice itself must still be given at some point.

Making agendas publicly available

A new provision prescribes when agendas must be made publicly available. This new provision requires Council to make agendas publicly available by 5pm on the next business day after notice of the meeting is given to councillors.

Council must also make any related reports publicly available at this time (if they have been made available to Councillors), or otherwise make related reports available as soon as practicable after they have been made available to councillors.

Minutes

The Amendment Regulation requires minutes of local government meetings to include relevant reports for the meeting (except to the extent the report contains confidential information, or if the report was made publicly available with the agenda).

Closed meetings

The Amendment Regulation changes the circumstances in which Council can close a meeting of the local government. The following reasons, currently set out in the LGR, are unchanged:

- *the appointment, discipline or dismissal of the Chief Executive Officer;*
- *industrial matters affecting employees;*
- *the local government's budget;*
- *rating concessions.*

However, the following reasons currently in the LGR will no longer be bases upon which a Council can resolve to close a local government meeting once the Amendment Regulation comes into effect:

- *contracts proposed to be made by it; or*
- *starting or defending legal proceedings involving the local government; or*
- *any action to be taken by the local government under the Planning Act 2016, including deciding applications made to it under that Act; or*
- *other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage.*

The following new reasons have been included in the Amendment Regulation as bases upon which a Council can resolve to close a local government meeting. There are broad similarities between some of these new reasons and some of the reasons that will be omitted from the Amendment Regulation, as well as a broadening of the reasons in some respects:

- legal advice obtained by the local government or legal proceedings involving the local government including, for example, legal proceedings that may be taken by or against the local government;
- matters that may directly affect the health and safety of an individual or a group of individuals;
- negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government;
- negotiations relating to the taking of land by the local government under the Acquisition of Land Act 1967;
- a matter the local government is required to keep confidential under a law of, or formal arrangement with, the Commonwealth or a State.

The notable omission from the LGR that has not received a corresponding replacement in the Amendment Regulation is the ability for a Council to resolve to close a local government meeting when discussing any action to be taken by the local government under the Planning Act 2016, including deciding applications made to it under that Act. In some circumstances the legal advice/ proceedings basis might apply, but not in all cases.

There is also a new requirement to disclose an overview of what is to be discussed in the closed session (rather than simply “stating the nature of the matters to be considered”, which is the wording currently used in the LGR).

The Amendment Regulation also introduces other changes that are responsive to provisions of the Electoral and Other Legislation (Accountability, Integrity and Other Matters) Amendment Act 2020, including about matters relating to councillor advisors. These changes are not considered applicable at the Balonne Shire Council as councillor advisors are not part of the organisation structure.

Link to Corporate Plan

Key Foundation Area	Key Program Area
<u>Governance</u>	High levels of accountability and compliance

Consultation (internal/external)

Department of Local Government Racing & Multi-Cultural Affairs
Preston Law

Legal Implications

The amendments come into effect on 12 October 2020.

Risk Implications

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

Policy Implications

There will be a change to the Code of Meeting Practice and Councillor Code of Conduct that will be provided by the DLGRMA and submitted to the next meeting of Council.

Financial and Resource Implications

There are resource implications for implementing the legislative changes.

Options or Alternatives

Not applicable

Attachments

Nil

Recommendation/s

That Council resolves to receive and note the enactment of the *Local Government Legislation (Integrity) Amendment Regulation 2020* (“*Amendment Regulation*”), which modifies the current Council meetings provisions in the *Local Government Regulation 2012* (“*LGR*”).

Michelle Clarke

Director Finance & Corporate Services

OFFICER REPORT

TO: Council

SUBJECT: Amendment to Budget - Get Ready Funding

DATE: 07.09.20

AGENDA REF: FCS7

AUTHOR: Michelle Clarke - Director Finance & Corporate Services

Sub-Heading

Amendment to Budget – Get Ready Funding

Executive Summary

The purpose of this report is to amend the Budget for 2020/21 to acknowledge Get Ready Funding received to develop a Guardian Disaster Management website.

Background

Council has been successful in achieving Get Ready Funding through the Queensland Reconstruction Authority for 2020/21 to develop a Guardian Disaster Management website.

Get Ready Funding has previously been used for a range of difference projects including flood gate community information days and Get Ready Disaster Management days. This year it is proposed that Council develop a Disaster Management website that will link all relevant information to one central location for our community to monitor during a natural disaster event.

There are a number of Councils who have utilised the Disaster Management website. The advantage is linking road conditions, power outages and weather warnings along with any Local Disaster Management Group [LDMG] alerts to the dashboard. The proposal is consistent with the CCTV Phase 3 Strategy and recommendations from the LDMG following the February Flood event.

Link to Corporate Plan

Key Foundation Area	Key Program Area
<u>Community</u>	Community well-being

Consultation (internal/external)

Guardian
Department of Fire & Emergency Services

Legal Implications

Disaster Management Act 2003

Risk Implications

Climate - Ineffective management of the economic and social impact of natural disasters.

Policy Implications

The project is consistent with the Local Disaster Management Plan for the Balonne Shire and its communications sub plan.

Financial and Resource Implications

The grant funding received is \$10,600 and will cover the cost of the Dashboard. An internal working group has commenced reviewing council's website and this project will be incorporated into that review. Revenue recognition assessment is not required as the amount is immaterial, and funding will be received and spent in the 2020/21 financial year.

The Operational Projects budget will increase to a total of \$10,351,168.

Options or Alternatives

Not applicable

Attachments

Nil

Recommendation/s

That Council resolves to amend the Operational Projects Budget in accordance with S170(3) of the Local Government Regulations 2012 as follows:

Operational Projects 2020/21

		Total - Multi- Year Project Budget	2020-21 Budget			
			Budget 20/21	Funding 20/21	2020-21 Council Expenditure	Restricted Cash (from prior years)
CARRY OVER ORIGINAL BUDGET 2020-21						
		\$11,305,260	\$10,340,508	\$3,245,265	\$ 1,824,147	\$5,271,096
DISASTER MANAGEMENT						
	BalSC 0004.2021AGRG - Guardian Website		\$ 10,660	\$ 10,660		
	Sub total Disaster Management		\$ 10,660	\$ 10,660		
TOTAL AMENDED OPERATIONAL PROJECTS BUDGET 2020/21			\$ 10,351,168	\$ 3,255,925	\$ 1,824,147	\$ 5,271,096

Michelle Clarke

Director Finance & Corporate Services

(IFS) INFRASTRUCTURE SERVICES

ITEM	TITLE	SUB HEADING	PAGE
IFS1	<u>DUNKERRY ROAD ETENSION REQUEST</u>	Dunkerry Road Extension	201
IFS2	<u>HOUSING MANAGEMENT FRAMEWORK</u>	Housing Management Framework	205
IFS3	<u>2020-21 ROADS TO RECOVERY PROGRAMME</u>	2020-21 Roads to Recovery Programme	207

OFFICER REPORT

TO: Council

SUBJECT: Dunkerry Road Extension Request

DATE: 07.09.20

AGENDA REF: IFS1

AUTHOR: Andrew Boardman - Director Infrastructure Services

Sub-Heading

Dunkerry Road Extension

Executive Summary

Council have received a request to extend Dunkerry Road south to Noondoo Thallon Road. The length of the extension is approximate 14.4km. The extension of this road is not included as part of Councils Asset Management Plan or any future planning. It is recommended that no further investigation be carried out and the request not be approved.

Background

Council has received a written request to extend Dunkerry Road south to join the Noondoo Thallon Road. The request cites benefits of alleviating heavy vehicle traffic from Ballangarry Road, ease machinery movements, allow revised postal serve routes, and create shorter travel to Thallon, assisting education to 3 families.

Figure 1 below shows the roads in the area surrounding the Dunkerry Road request.

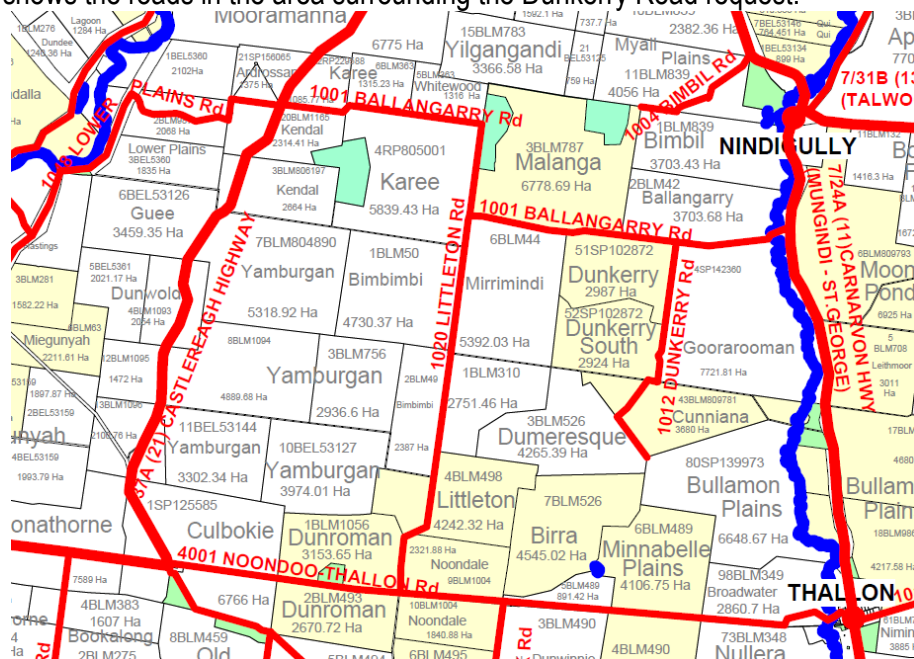


Figure 1 – Local Roads in the Area Surrounding Request

Figure 2 below shows the proposed route and length of the extension request.



Figure 2 - Proposed Route of Extension

Link to Corporate Plan

Key Foundation Area	Key Program Area
<u>Infrastructure and Planning</u>	Safe, efficient and connected transport networks

Consultation (internal/external)

Manager Transport & Drainage

Legal Implications

Land Acquisition
Planning

Risk Implications

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

Policy Implications

Asset Management
Planning Act 2016
Transport Operations (Road Use Management) Act 1995

Financial and Resource Implications

Council has current financial obligations to manage its current assets through the Asset Management Plan. This request has not been included in this planning or any other plans of Council. Extending this road will further

increase Council's capital, maintenance, and depreciation. Initial capital costs will include, planning, acquisitions, design, and road construction costs associated with a green field site.

Options or Alternatives

- 1) Not proceed
- 2) Further investigate extension as project and develop an options analysis and business case.

Attachments

1. Dunkerry Road Extension Request.pdf [↓](#)

Recommendation/s

That Council resolves to not further investigate and to not approve the extension of Dunkerry Road.

Andrew Boardman

Director Infrastructure Services

Dunkerry South Pty Ltd

ATF D H W HILL FAMILY TRUST
ABN: 61812443766

David & Liz Hill Malcolm & Jaye Hill
"Dunkerry South", 705 Dunkerry Road,
Thallon QLD 4497
M: 0428 259 299
E: dunkerrysouth@gmail.com www.stgeorgeqld.com

14/08/2020

Mayor Sam, Councillors and CEO
Balonne Shire Council
Victoria Street, StGeorge Q 4487

Dear Sam,

RE: Request for Extension of Dunkerry Road
Request to extend the Dunkerry Road (1012) through to the Noondoo-Thallon Road.

Overall length of the extension is 14.4km.

This is made up with:

3km along the western side of Lot 44 Bullamon

4.8km along the northern side of Lot 6 MinaBelle Plains

6.6km along eastern side of Lot 6 MinaBelle Plains

Already cleared of timber is 5.8km, with another 8.6km requiring minimal clearing.

Landholders 4 x Grids.

It is estimated, as many as 200 road train loads of grain will come out from the properties in this area. Currently these trucks travel out using Dunkerry Road to Thallon, via Ballangarry Road during the grain harvest on an average year.

This year, 2020 - is shaping up to be above average, as much as 25% more grain to be transported, amounting to 250 Road trains to go through to grain receival depots.

The extension route would enable regular machinery traffic to move between districts via Road, thereby removing heavy machinery off the Carnarvon Highway. It would also provide an important link through this area enabling the Postal Service to review their mail run and reduce back tracking. Also affording accessibility for households on three properties to access education via the Thallon School.

During times of Moonie river flood cutting access at Ballangarry Bridge, this extension would provide an alternate legal access route for the area.

I have spoken with landholders along the route, they are all in favour of the proposal.

Please attached map.

Kind Regards



David HW HILL

OFFICER REPORT

TO: Council

SUBJECT: Housing Management Framework

DATE: 09.09.20

AGENDA REF: IFS2

AUTHOR: Andrew Boardman - Director Infrastructure Services

Sub-Heading

Housing Management Framework

Executive Summary

Council officers have completed the Housing Management Framework and have been working with consultancy Peak Services to develop the housing asset management plans that is included. This Housing Management Framework inclusive of the Housing Asset Management plan is presented to Council for adoption.

Background

In February 2020 Council adopted the Transport and Water & Sewerage Asset Management plans. Council have been working with Peak Services to complete a housing asset management plan and have conducted asset conditions inspections and retain/replace strategies to finalise the plan. The Housing Asset Management Plan has been 'packaged' as part of a housing management framework that includes a housing strategy to guide Council in the management of the housing infrastructure.

It is critical Council adopt and implement asset management plans to guide its long-term financial position. It is also an area that Council has received a 'red traffic light' during its 2018/19 financial audit.

Link to Corporate Plan

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

Consultation (internal/external)

SLG
Peak Services

Legal Implications

Local Government Act 2009

Risk Implications

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

Policy Implications

Asset Management Policy
Purchasing Policy

Financial and Resource Implications

There is a financial impact from the housing asset management plan, this plan will be reviewed based on Council's direction with the framework and retain/replace strategy.

Options or Alternatives

No options/alternatives recommended.

Attachments

Nil

Recommendation/s

That Council resolves to adopt the tabled Housing Management Framework in its entirety inclusion of the Housing Management Strategy and Housing Asset Management Plan recognising the operational Housing Management Directive as determined by SLG to meet operational requirements.

Andrew Boardman

Director Infrastructure Services

OFFICER REPORT

TO: Council

SUBJECT: 2020-21 Roads to Recovery Programme

DATE: 09.09.20

AGENDA REF: IFS3

AUTHOR: Brenton Judge - Manager Transport and Drainage

Sub-Heading

2020-21 Roads to Recovery Programme

Executive Summary

Balonne Shire Council have evaluated councils road network and have proposed the 2020-21 Roads to Recovery Programme which consists predominantly of: Bitumen Reseals, Culvert Replacement / Instatements, Stormwater Drainage Rectification Works, Gravel Re-sheeting and two roads to be upgraded to incorporate a Bitumen Seal. The total allocation for the 20/21 is \$1,712,175, increased from \$1,141,450 by additional Drought Funding from the Federal Government.

Background

Balonne Shire Council Roads to Recovery Funding consists of \$1,712,175 comprised of \$1,141,450 Roads to Recovery Funding and \$570,725 of Drought Funding. Council utilise these funds to fund the renewals in Council's Road Network and to address any existing road conditions that have been identified as a safety risk to the road network.

Link to Corporate Plan

Key Foundation Area	Key Program Area
<u>Infrastructure and Planning</u>	Community infrastructure for existing and future needs

Consultation (internal/external)

Senior Supervisor – Roads
Director of Infrastructure Services
RMPC Supervisor

Legal Implications

Local Government Regulation 2012

Risk Implications

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

Policy Implications

Asset Management Policy
Procurement Policy

Financial and Resource Implications

The original adopted original budget had a deficit before capital revenue of (\$4,985,700) with an operating deficit after Capital of (\$146,400). The overall budget was Revenue of \$29,514,900 (excluding capital) and Expenditure of \$34,500,600. The Capital works program for 2020/21 was forecast at \$9,326,134.

This R2R project was originally budgeted for 913,160 however with additional drought allocation funding allocated for this financial year is \$1,712,175. Given this project is fully funded the revenue and expenditure both increase by \$799,015, resulting in no change to Council's operating position.

Options or Alternatives

No other options or alternatives suggested

Attachments

1. 2020-21 Road to Recovery Programme.pdf [↓](#)

Recommendation/s

That Council resolves to

1. amend the capital works budget in accordance with S170(3) of the Local Government Regulations 2012, by increasing budgeted revenue and expenditure for the Roads to Recovery by \$799,015 from \$913,160 to \$1,712,175.
2. request of the Department of Infrastructure, Transport, Cities and Regional Development that the following additional projects be added to the 2020/21 Roads to Recovery programme:

Road Name	Town Area	Proposed Works	Project Costs
Whytes Road	St George	Reseal	\$31,200.00
Albert Street	St George	Reseal	\$34,400.00
Wilson Avenue	St George	Reseal	\$8,960.00
Alfred Street	St George	Reseal	\$273,312.00
Barlee Street	St George	Reseal	\$107,172.00
Scott Street	St George	Reseal	\$115,752.00
Commissioners Point Road	St George	Culvert Replacement	\$15,640.00
Cashelvale Road	Bollon	Culvert Installation	\$14,760.00
Kenny Lane	St George	Stormwater Drainage Rectification	\$207,528.00
Arthur Street	St George	Reseal	\$27,200.00
Commissioners Point Road	St George	Reseal	\$84,600.00
Thungaby Road	St George	Reseal	\$351,900.00

Balangarry Road	St George	Bitumen Seal Upgrade	\$140,560.00
Wagoo Road	St George	Bitumen Seal Upgrade	\$111,719.00
Thuraggi Road	St George	Gravel Resheet – 100mm top-up	\$187,472.00
Total			\$1,712,175.00

Andrew Boardman
Director Infrastructure Services

Activity	Road Name	Town	Start Chainage (km)	End Chainage (km)	Width (m)	Condition Rating	Length (m)	Area (m^2)	Unit Rate (\$/m^2)	Internal / External Work	Project Nomination	Total Cost
Reseal	Whytes Road	St George	0.05	0.83	5	2	780	3900	\$ 8.00	Contractor	Operational Need	\$ 31,200.00
Reseal	Albert Street	St George	0	0.86	5	2	860	4300	\$ 8.00	Contractor	Operational Need	\$ 34,400.00
Reseal	Wilson Avenue	St George	0	0.14	8	2	140	1120	\$ 8.00	Contractor	Operational Need	\$ 8,960.00
			0.42	3.37	Varies	2	2950	35040	\$ 7.80	Contractor	Operational Need	\$ 273,312.00
			0.42	0.63	18	2	210	3780	\$ 7.80	Contractor		\$ 29,484.00
			0.63	1.24	20	2	610	12200	\$ 7.80	Contractor		\$ 95,160.00
			1.27	1.5	18	2	230	4140	\$ 7.80	Contractor		\$ 32,292.00
			1.5	1.96	12	2	460	5520	\$ 7.80	Contractor		\$ 43,056.00
			1.96	2.43	8	2	470	3760	\$ 7.80	Contractor		\$ 29,328.00
			2.43	3.37	6	2	940	5640	\$ 7.80	Contractor		\$ 43,992.00
			0.24	1.47	Varies	2	1230	13740	\$ 7.80	Contractor	Operational Need	\$ 107,172.00
			0.24	0.45	14	2	210	2940	\$ 7.80	Contractor		\$ 22,932.00
			0.47	1.07	14	2	600	8400	\$ 7.80	Contractor		\$ 65,520.00
			1.07	1.47	6	2	400	2400	\$ 7.80	Contractor		\$ 18,720.00
Reseal	Scott Street	St George	0	1.06	14	2	1060	14840	\$ 7.80	Contractor	Operational Need	\$ 115,752.00
Culvert Replacement	Commissioners Point Road	St George	3.8	3.9				N/A	N/A	Contractor Supply Precast Culvert Council to deliver Works	Operational Need	\$ 15,640.00
Culvert Installation	Cashelvale Road	Bollon	57	57				N/A	N/A	Contractor Supply Precast Culvert Council to deliver Works	Service Request / Operational Need	\$ 14,760.00
Stormwater Drainage Rectification	Kenny Lane	St George	0	0.62				N/A	N/A	Consultant to Design Fix to Klinge Lane Stormwater Drainage Council / Contractor to deliver Works	Service Request / Operational Need	\$ 207,528.00
Reseal	Arthur Street	St George	1.2	1.88	5	2	680	3400	\$ 8.00	Contractor		\$ 27,200.00
Reseal	Commissioners Point Road	St George	0	1.88	6	2	1880	11280	\$ 7.50	Contractor	Operational Need	\$ 84,600.00
Reseal	Thungaby Road	St George	0	7.82	6	2	7820	46920	\$ 7.50	Contractor	Operational Need	\$ 351,900.00
Bitumen Seal Upgrade	Balangarry Road	St George	38.82	39.22	6		400	2400		Consultant to perform Engineer Design Formation Grade - Council Contractor to perform seal	Council Request	\$ 140,560.00
Bitumen Seal Upgrade	Wagoo Road	St George	11.56	12.67	6	2	1110	6660	N/A	Consultant to perform Engineer Design Formation Grade - Council Contractor to perform seal	Council Request	\$ 111,719.00
Gravel Resheet -100mm topup	Thurraggi Road	St George	0.62	4.2	6		3580	21480	N/A	Contractor Supply Gravel Council to perform Resheet work	Operational Need	\$ 187,472.00
Total												\$ 1,712,175.00
Road To Recovery Annual Budget Allocation												\$ 1,141,450.00
Drought Funding Assistance												\$ 570,725
Total Funding												\$ 1,712,175.00

(ERS) ENVIRONMENT & REGULATORY SERVICES

ITEM	TITLE	SUB HEADING	PAGE
ERS1	<u>MCU 184 - DEVELOPMENT APPLICATION FOR MATERIAL CHANGE OF USE - "TELECOMMUNICATIONS FACILITY" LOCATED AT CASTLEREAGH HIGHWAY, DIRRANBANDI QLD 4486 (DESCRIBED AS LOT 11 ON BEL53144)</u>	MCU 184 Development Application for Material Change of Use telecommunications facility at Castlereagh Highway, Dirranbandi (Lot 11 on BEL53144) by Council's planner.	213
ERS2	<u>FEES AND CHARGES AMENDMENT - STOCK ROUTE MANAGEMENT REGULATIONS 2003 & SPRAY EQUIPMENT LOAN FEES</u>	Amended to Fees and Charges 2020/21.	244
ERS3	<u>REQUEST FOR SITING VARIATION 60 BARLEE STREET, ST GEORGE</u>	Request for siting variation at 60 Barlee Street, St George by Fiona Macleod, Planning and Development Officer	248
ERS4	<u>MCU183 - DEVELOPMENT APPLICATION FOR MATERIAL CHANGE OF USE - "TELECOMMUNICATIONS FACILITY" LOCATED AT 1880 CASTLEREAGH HIGHWAY (ST GEORGE DIRRANBANDI ROAD), ST GEORGE QLD 4487 (DESCRIBED AS LOT 14 ON SP132520)</u>	MCU 183 Development Application for Material Change of Use telecommunications facility at Castlereagh Highway (St George Dirranbandi Road), St George (Lot 14 on SP132520) by Council's planner.	254
ERS5	<u>MCU 179 - DEVELOPMENT APPLICATION FOR MATERIAL CHANGE OF USE - "TELECOMMUNICATIONS FACILITY" LOCATED AT 185 CHELMER ROAD, THALLON QLD 4497 (DESCRIBED AS LOT 3 ON BLM1206)</u>	MCU 179 Development Application for Material Change of Use telecommunications facility at 185 Chelmer Road, Thallon (Lot 3 on BLM1206) by Council's planner.	288
ERS6	<u>MCU 180 - DEVELOPMENT APPLICATION FOR MATERIAL CHANGE OF USE - "TELECOMMUNICATIONS FACILITY" LOCATED AT</u>	MCU 180 Development Application for Material Change of Use telecommunications facility at 29050 Moonie Highway, St George (Lot 23 on SP101401) by Council's planner.	326

**29050 MOONIE HIGHWAY,
ST GEORGE QLD 4487
(DESCRIBED AS LOT 23
ON SP101401)**

ERS7	<u>MCU 181 - DEVELOPMENT APPLICATION FOR MATERIAL CHANGE OF USE - "TELECOMMUNICATIONS FACILITY" LOCATED AT CASTLEREAGH HIGHWAY, HEBEL QLD 4486 (DESCRIBED AS LOT 19 ON BLM912)</u>	MCU 181 Development Application for Material Change of Use telecommunications facility at Castlereagh Highway, Hebel (Lot 19 on BLM912) by Council's planner.	361
ERS8	<u>MCU 182 - DEVELOPMENT APPLICATION FOR MATERIAL CHANGE OF USE - "TELECOMMUNICATIONS FACILITY" LOCATED AT DIRRANBANDI-HEBEL ROAD, DIRRANBANDI QLD 4486 (DESCRIBED AS LOT 5 ON SP294964)</u>	MCU 182 Development Application for Material Change of Use telecommunications facility at Dirranbandi-Hebel Road, Dirranbandi (Lot 5 on SP294964) by Council's planner.	398
ERS9	<u>PROPOSED SITE - TELECOMMUNICATIONS FACILITY - DIRRANBANDI</u>	Proposed Site – Telecommunications Facility – Dirranbandi, by the Director Environment and Regulatory Services.	436

OFFICER REPORT

TO: Council

SUBJECT: MCU 184 - Development Application for Material Change of Use -
"Telecommunications Facility" Located at Castlereagh Highway, Dirranbandi
Qld 4486 (described as Lot 11 on BEL53144)

DATE: 07.09.20

AGENDA REF: ERS1

AUTHOR: Fiona Macleod - Planning & Development Officer

Sub-Heading

MCU 184 Development Application for Material Change of Use telecommunications facility at Castlereagh Highway, Dirranbandi (Lot 11 on BEL53144) by Council's planner.

Overview

Council has received a properly made development application from Field Solutions Group C/- Out of Woods Planning (Wendy Wood) for a Material Change of Use – "Telecommunications Facility" to be located at Castlereagh Highway, Dirranbandi QLD 4486, properly described as Lot 11 on BEL53144.

The development application, for a telecommunications facility, is subject to Code 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:	Field Solutions Group C/- Out of the Woods Planning (Wendy Wood)
Owner of Land:	Rostron Perrottet Marion Juliet Perrottet
Land description:	Lot 11 on BEL53144
Lot area:	3302.336 hectares
Zone/Precinct:	Rural Zone
Overlay:	Flood Hazard Overlay
Proposal:	Material Change of Use – "Telecommunications Facility"
Proposal Assessment category:	Code Assessment

Referral/Concurrency Agencies:	Nil
Properly made date:	7 August 2020

PROPOSAL

The application seeks approval for a Material Change of Use – “Telecommunications Facility” located at Castlereagh Highway; Dirranbandi QLD 4486 described as Lot 11 on BEL53144.

The proposal involves the construction of a Telecommunication Facility which will form part of the Balonne Shire Council ‘Digital Connectivity’ project. Specifically, the intent of the project is to provide internet connectivity to remote areas within Balonne Shire Council area.

The result of the telecommunications facility will be to enable fixed wireless internet. Symmetrical bandwidth will be available with guaranteed speeds and unlimited usage for remote rural households in Balonne Shire.

The facility will comprise of the following:

- A 45m metal lattice tower;
- A combination of Dual Pole Parabolic (Dishes) and Sector antennas to be attached to the tower; and
- An enclosed control panel mounted at ground level.

The facility will have a footprint of approximately 25m x 25m with a formal agreement arranged with the landholder.

(Refer to Attachment 1: Development Application - Proposal Plans)

Access to the site will be gained via an existing 4-metre-wide rural gravel crossover off the Castlereagh Highway, an existing internal access track on the property will be continued to be utilised to access the proposed telecommunications facility site. The maximum vehicle size that will be accessing the development will be a medium rigid vehicle. The facility will require connection to existing electricity supply onsite.

It is anticipated the period of construction will be approximately one week. Once the facility is operational it will continuously operate unstaffed and generally only requires maintenance once a year over a period of one day.

Characteristics of the site:

The development site is located in the Rural Zone of the *Balonne Shire Planning Scheme 2019* and is approximately 18km north east of the township of Dirranbandi. Access to site is gained via an existing rural crossover from Castlereagh Highway.

The subject site is an irregular rural zone block comprising a total area of 3302.336 hectares. The lot is located on the eastern side of the Castlereagh Highway. The lots current land use is for agricultural purposes (grazing and cropping).

The proposed telecommunications facility will be located in the north western corner of the lot in close proximity to the Castlereagh Highway (**Refer to figure 1 – Site Plan**). The site is predominately undeveloped with scattered vegetation and fronts the Castlereagh Highway to the west.

Surrounding land uses are as follows;

- North: Unnamed Road (not formalised)
- South: Lot 1 SP101418 - Freehold Agricultural (Grazing/Cropping) use
- East: Lot 10 BEL53127 – Freehold Agricultural (Grazing/Cropping) use
- West: St Castlereagh Highway (Local Government Sealed Road), Lot 13 BLM1096 – Freehold Agricultural (Grazing/Cropping) use

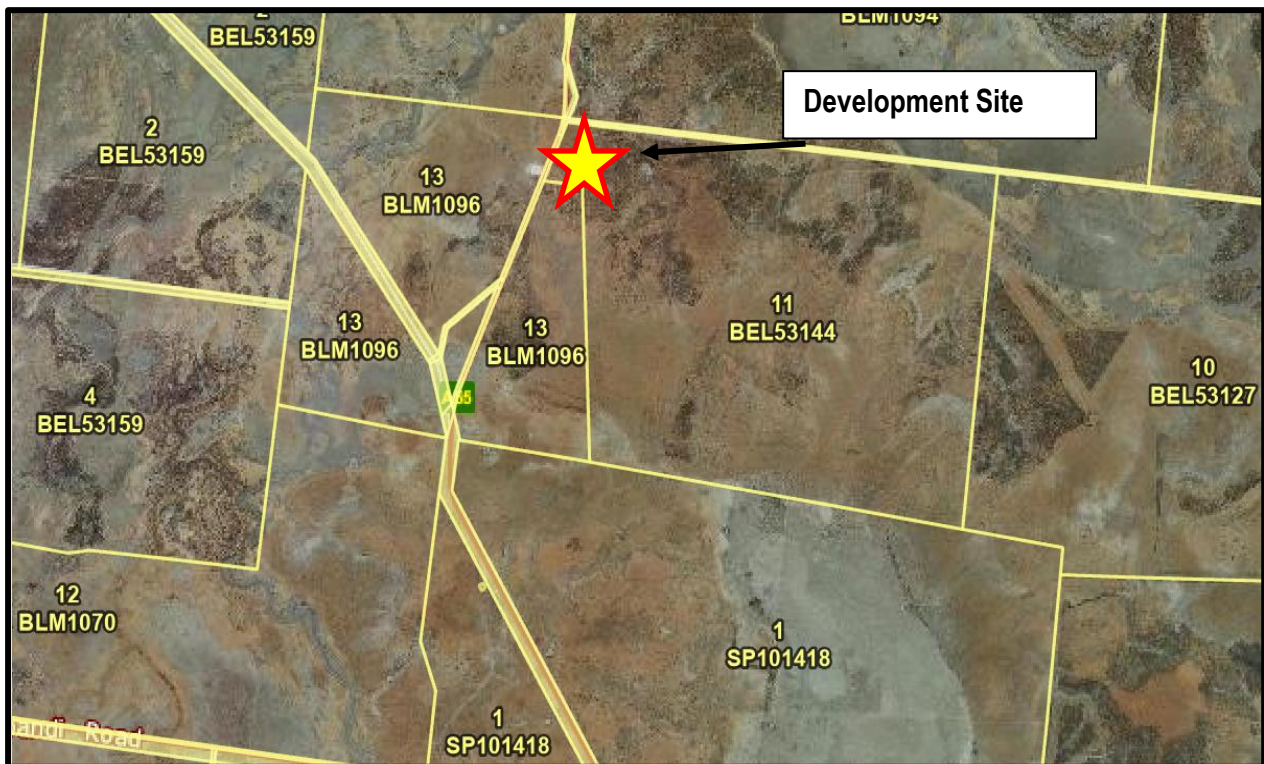


Figure 1: Site Locality

Source: QLD Globe



Figure 2: Zoning Map: Rural Zone

Source: Balonne Shire Online Mapping

Vegetation

The development site contains sparse areas of the following Matters of State Environmental Significance identified on the Queensland State Planning Policy (SPP) Interactive Mapping System.

- MSES - Regulated vegetation (category B)

The proposed development does not involve any clearing of any vegetation nor is the development site located within an area identified as MSES – Regulated vegetation (category B).

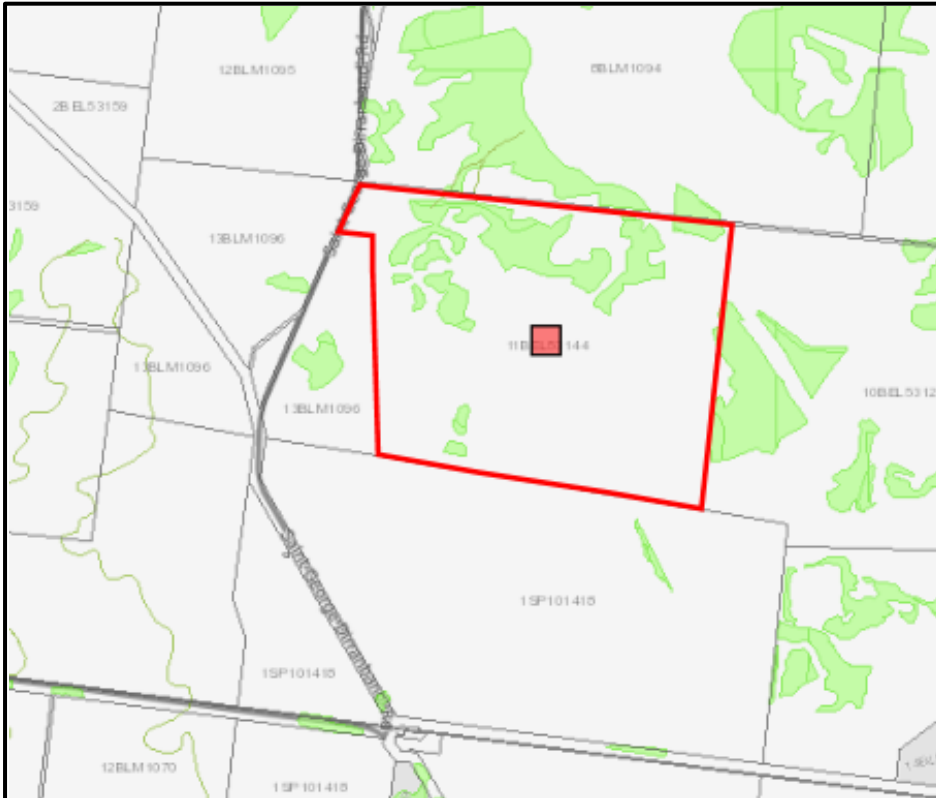


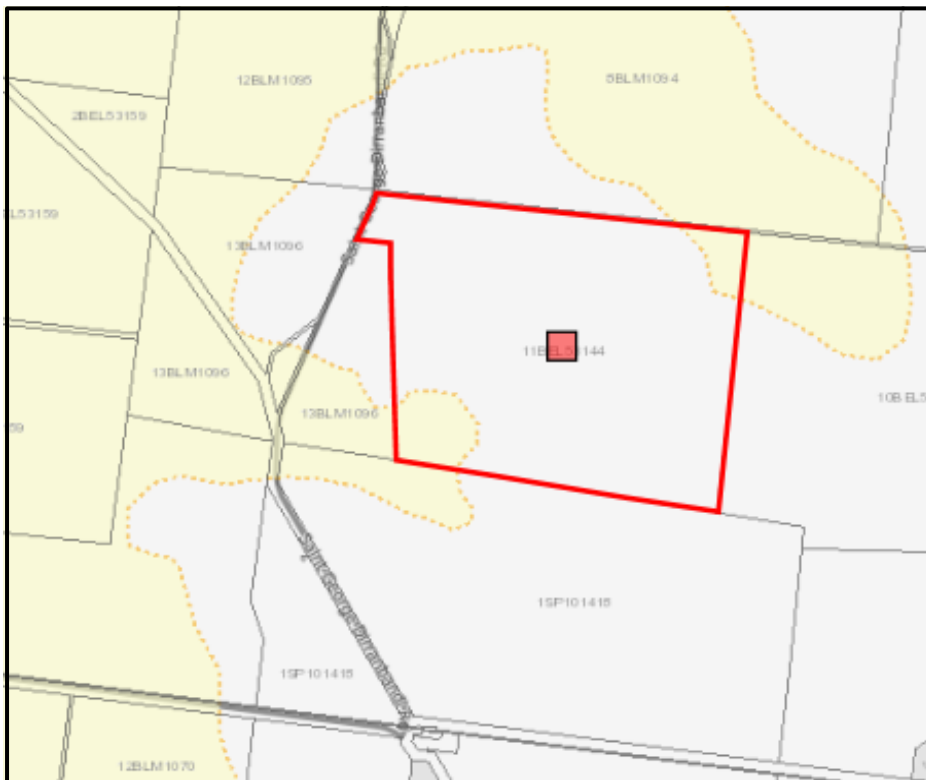
Figure 4: Environment and Heritage

Source: QLD SPP Interactive Mapping System

Natural Hazards

The development site is subject to areas of flooding identified on the Queensland State Planning Policy Interactive Mapping System (Flood hazard area - Level 1 - Queensland floodplain assessment overlay).

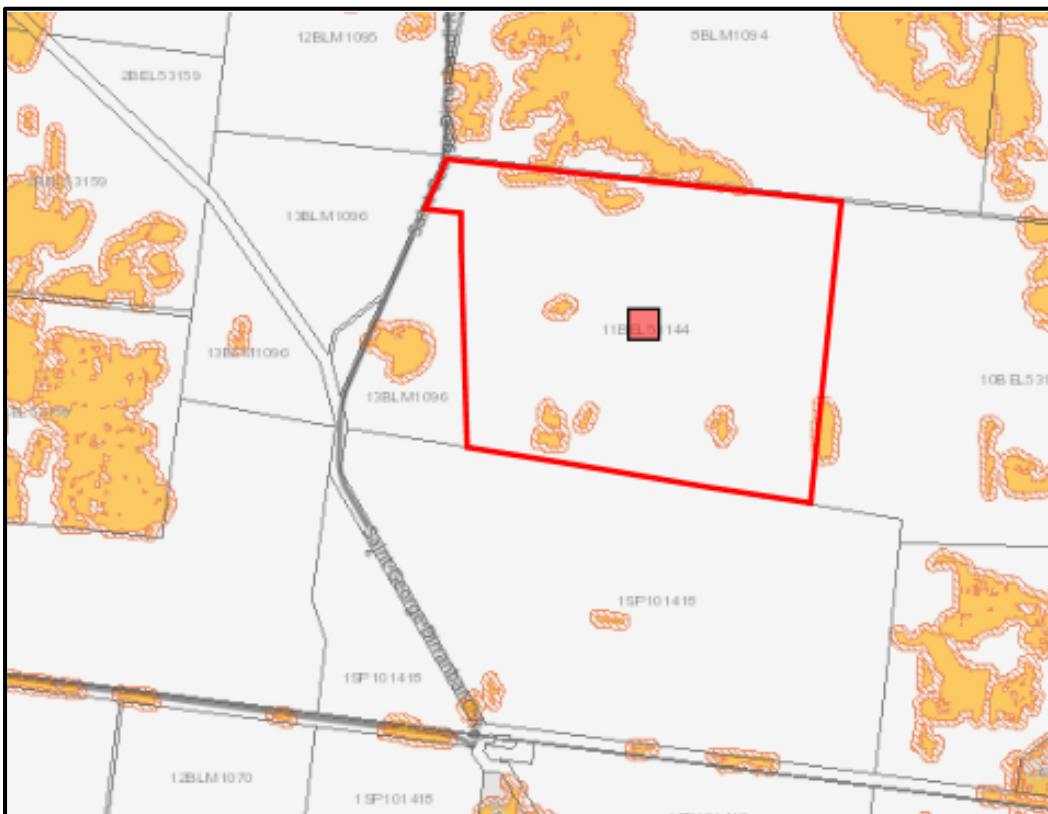
The siting of the proposed development within the lot is not subject to flood hazard and accordingly is not identified as at risk of inundation in a flood event.



Source: QLD SPP Interactive Mapping System

In addition to flood hazard areas the site is also contains areas of bushfire hazards areas identified on the Queensland State Planning Policy Interactive Mapping System.

The siting of the proposed development within the lot is not subject to bushfire hazard.



Source: QLD SPP Interactive Mapping System

ASSESSMENT

The proposal constitutes a *material change of use* as defined in the *Planning Act 2016* (being the start of a new use of the premises).

The proposed use is defined as “Telecommunications Facility” in the *Balonne Shire Planning Scheme 2019* (the Planning Scheme):

Telecommunications Facility means:

Premises used for systems that carry communications and signals by means of radio, including guided or unguided electromagnetic energy, whether such facility is manned or remotely controlled.

Examples include: Telecommunication tower, broadcasting station, television station

The use does not include the following examples: Aviation facility, ‘low impact telecommunications facility’ as defined under the *Telecommunications Act 1997*

Pursuant to Section 45 of the *Planning Act 2016*, a Code Assessable application is an assessment that must be carried out only -

- (a) against the assessment benchmarks in a categorising instrument for the development; and
- (b) having regard to any matters prescribed by regulation.

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 4 Local Government Infrastructure Plan
- Part 5 Tables of assessment
- Part 6 Zones
 - Part 6.2.5 Rural zone code
- Part 7 Development Codes
 - Part 7.3.1 General development code

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. The Tables of Assessment identify the level of assessment for the proposed land use in the proposed location as “Code Assessment.”

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 Rural Zone.

Part 6.2.5 - Rural Zone Code

The purpose of this code is to:

- (a) *Primarily accommodate grazing and value-adding rural uses (such a cropping) where they do not conflict with petroleum leases or facilities or stock routes.*
- (b) *Ensure the productive capacity of agricultural and associated rural industries that rely on Important Agricultural Areas (IAA) land and identified as IAA as shown on SPP mapping – Economic Growth,*

Agriculture is maximised and maintained while protecting biodiversity values including MSES and also allowing for farm diversification and value adding industries to occur in the rural area.

- (c) Maintain the character and amenity of the rural and natural environment.*
- (d) Encourage tourism development where it can value-add to the viability of rural enterprises, does not diminish biodiversity values including MSES and avoids impacts of flooding and bushfire.*
- (e) Ensure that the stock route network is maintained and protected from inappropriate or incompatible development.*
- (f) Ensure development protects extractive resources development from reverse amenity impacts resulting from existing and proposed rural uses and, also protects new rural uses from impacts of existing or future extractive industries by maintaining separation distances or buffers.*
- (g) Ensure development does not obstruct the safe and efficient operation of pipelines.*
- (h) Enables the development and supply of renewable energy such as solar farms, geothermal energy, bioenergy, hydropower and wind at the regional, local and individual scale in appropriate locations.*

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

- (a) The zone primarily accommodates grazing and value-adding rural uses where they do not conflict with petroleum leases or facilities or stock routes.*
- (b) New small-scale tourist developments are located where they:

 - i. Are associated with and do not threaten the viability of existing rural uses.*
 - ii. Assist with maintaining the viability of existing rural production enterprises.*
 - iii. Support and add to the quality of experiences on the Adventure Way and Great Inland Way.*
 - iv. Protect extractive resources of local and state significance and operating extractive industry from encroachment by incompatible land uses.**
- (c) New extractive industries are established only where they do not impact on the viability of existing agricultural, residential and tourist uses.*
- (d) Biodiversity values and ecological connectivity associated with MSES are protected and maintained.*
- (e) Development is serviced with infrastructure including formal road access and is appropriate for the level of risk associated with any flood and bushfire hazard.*

The proposed development complies with the Purpose and Outcomes of the Rural zone because:

- The telecommunications facility will allow the continuation of existing rural activities occurring on the property.
- The location has been sited on the lot to ensure that biodiversity values and ecological connectivity associated with MSES, will not be encroached on.
- No pipelines are located within the vicinity of the proposed development.
- The developments location on the property is in an area not subject to Flood and Bushfire hazard.
- Given the nature of the proposed use, being for telecommunications purposes, existing activities located within the Rural Zone will not be negatively impacted. It is considered that the use coexists with agricultural activities being that it has a small development footprint and once constructed only needs to be accessed once a year for maintenance purposes.

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	

<p>PO1 Proposed uses established in the Rural zone do not conflict with existing rural land uses or the biodiversity (including MSES), scenic and community values of the area.</p>	<p>✓</p> <p>The proposed 45 metre high telecommunications facility is considered to be able to coexist with existing agricultural operations occurring on the property given the small footprint of the development as well as being unmanned and only maintained once a year once constructed. Additionally, no reverse amenity impacts to the rural activities on the property and in the surrounding area will occur as a result of the development given that the use is not 'sensitive'.</p> <p>There is no recognised biodiversity (including MSES) identified within the proposed development footprint.</p> <p>While the tower will be visible from the Castlereagh Highway it is a use commonly found in the rural area and furthermore the width and construction materials of the tower will reduce visual bulk when seen from the road (i.e. not made of solid materials).</p> <p>The purpose of the facility, to allow internet connectivity to remote communities, can be recognised as an essential community service and therefore positively adds to the surrounding community.</p>
<p>PO2 Uses established in the Rural zone do not conflict with:</p> <ul style="list-style-type: none"> (a) Petroleum infrastructure that occurs on petroleum leases or under petroleum facility licences and pipeline licences. (b) The function of stock routes. (c) Mining leases and claims. 	<p>N/A – The proposed development is not located within the vicinity of a pipeline.</p> <p>N/A – The proposed development is not located on or adjacent to the stock route network and therefore will not impact the function of stock routes.</p> <p>N/A – The property is not identified as 'priority agricultural area'.</p>
<p>PO3 Tourist uses that support the primary rural uses on the site are limited in scale and do not threaten the viability of traditional rural uses.</p>	<p>N/A – The proposed development is not for a tourist use.</p>
<p>PO4 Extractive industry is adequately separated from sensitive land uses to minimise potential for nuisance or complaint.</p>	<p>N/A – The proposed development is not for an extractive industry use.</p>
<p>PO5 Development is connected to an appropriate level of infrastructure services.</p>	<p>✓</p> <p>The development is for a telecommunications facility and therefore infrastructure required for the operation of the tower is electricity. An existing electricity supply available to the property will be utilised for the facility.</p>

	Given the nature of the use no water or sewerage supply connections are required.
<p>PO6</p> <p>Development is located to protect sensitive land uses from the impacts of previous activities that may cause risk to people or property including land containing former mining activities and hazards e.g. disused underground mines, tunnels and shafts.</p> <p>Note: A geotechnical assessment report prepared by a suitably qualified and experienced person will assist in demonstrating the achievement of the performance outcome where a possible risk from former mining activities is identified through local knowledge, a pre-development ground inspection, Schedule 4 – Online Mapping Resources – Mines Online Maps, or other sources.</p>	N/A – the development is not for a sensitive land use nor is the subject site identified as being located on an area where previous mining activities and hazards have occurred.
<p>PO7</p> <p>Renewable energy facilities are located and designed to avoid adverse impacts on sensitive uses including impacts on privacy, safety, noise, odour and fumes by lighting and traffic generation.</p>	N/A – the development is not for a renewable energy facility.

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 area on the property that 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 is consistent with the existing character of the rural zone being that there are existing telecommunications facilities located in the rural area;
- The proposed development will be connected to electricity supply and has direct access to the road network;
- The proposed development will allow for adequate manoeuvring onsite to allow for safe and efficient access and egress from the site;
- The proposed development will not conflict with the ongoing efficient and safe use of the stock route network; and
- The development is appropriately separated from pipelines and will not impact on 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.	✓ The proposed development for telecommunications tower and associated infrastructure footprint on the agricultural land located in the rural zone will be minimal in area, being 25 x 25 metres. Accordingly, it is considered that the local character of the zone, for Rural purposes will be retained. While the facility will be visible from the Castlereagh Highway, given the construction materials and other telecommunications facilities located within the Rural zone, it is considered that the predominant agricultural uses intended for the rural zone and surrounding localities will continue to be the dominant landscape of the area and the telecommunications facility will not change the local character of the Rural 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.	N/A – Given the location and use of the proposed development within the Rural zone and nature of the facility being a 45 metre lattice metal tower, landscaping is not considered necessary.
Building Design	

<p>PO3 New development maintains the low-rise scale and character of the Shire.</p>	<p style="text-align: right;">✓</p> <p>While the proposed telecommunications facility will be 45 metres in height, it is not an uncommon feature within the Rural zone with other towers located in the Balonne Shire rural landscape. For the facility to provide appropriate internet services to the community it is required to be of substantial height. The construction materials of the tower allow some transparency therefore reducing the visual bulk and scale of the facility. It is considered that the development will not negatively impact on the character of the Rural zone.</p>
<p>PO4 New buildings or structures present a traditional façade to the street.</p>	<p>N/A – Given the nature and location of the proposed development, being for a telecommunications structure, the design is limited with respect to appearance. However, it is noted that the structures materials are consistent with other telecommunications facilities located within the rural zone being a partially transparent lattice tower.</p>
<p>PO5 Development is generally in accordance with existing setbacks within the locality.</p>	<p style="text-align: right;">✓</p> <p>Given the developments location within the Rural zone, there are no buildings or structures in proximity to use as a benchmark for setbacks. The proposed facility will be setback off the Castlereagh Highway.</p>
<p>PO9 Other than where located in the Rural zone, buildings and structures for ancillary uses and activities such as sheds are subordinate in use and size to the primary use of the premises.</p>	<p>N/A – The proposed development is located within the rural zone and does not propose any ancillary uses.</p>
<p>Ancillary Uses</p>	
<p>PO10 The proposed development accommodates sufficient car parking on site.</p>	<p style="text-align: right;">✓</p> <p>Under the current planning scheme there is no statutory requirement for car parking associated with a telecommunications facility use.</p> <p>It is not considered necessary that formal car parking is provided for the development given once construction has been completed the telecommunications facility will operate unmanned. Vehicles visiting the premises will be only annually for maintenance purposes. The open area surrounding the proposed telecommunications facility is therefore considered as sufficient parking for when the maintenance vehicle enters the premises annually.</p> <p>The proposed development layout allows adequate onsite manoeuvring areas and enables vehicles to leave the site in forward gear.</p>

<p>PO11</p> <p>The proposed driveway is clear of all impediments.</p>	<p style="text-align: center;">✓</p> <p>There is will be no change to the existing access driveway location off the Castlereagh Highway, which is clear of impediments. If the application is to be approved by Council conditions of development approval will require the access be maintained in accordance with Balonne Shire Council (BSC) standards.</p>
<p>PO12</p> <p>The location of driveways does not create a danger to the safety and efficiency of existing intersections.</p>	<p style="text-align: center;">✓</p> <p>The development site is located a significant distance from nearby intersections which will not impact or create any danger to the safety and efficiency to the existing intersections.</p> <p>If the application is to be approved by Council, a condition on the development approval will require the existing crossover access to the property have horizontal and vertical sight distance at access point to Castlereagh Highway to be not less than 110 metres.</p>
<p>PO13</p> <p>Access to, from and within the site:</p> <ol style="list-style-type: none"> 1. is adequate for the type and volume of traffic generated by the use. 2. does not adversely impact on the traffic network external to the site. 3. caters for safe pedestrian access. 4. provides for disabled access. 	<p style="text-align: center;">✓</p> <p>If the application is to be approved by Council, conditions of development approval will require the existing crossover to be maintained in accordance with BSC standards.</p> <p>It is considered that the existing access to the development site is suitable for the activity given that once constructed the telecommunications facility will be unmanned and only have vehicles to the site once a year.</p> <p>Given and nature and location of the development it is not considered necessary require pedestrian or disability access.</p>
<p>Infrastructure and Services</p>	
<p>PO14</p> <p>The development is supplied with an appropriate level of infrastructure to support the intended use.</p>	<p style="text-align: center;">✓</p> <p>The proposed development will be connected to an electricity supply.</p>
<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 wastewater.</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>N/A – given the proposed development, being for a telecommunications facility, the use does not require water or sewerage supply to operate. The facility will be unmanned.</p>
<p>PO16</p> <p>Stormwater is collected and discharged to ensure no impacts on adjoining landowners, BSC or State infrastructure while also ensuring</p>	<p style="text-align: center;">✓</p> <p>The proposed development incorporates minimal hard surface areas and therefore stormwater runoff will be</p>

environmental values of waters in the Shire are maintained.	negligible. The proposed development does not require an effluent disposal system.
PO17 Wastewater discharge to a waterway is avoided or managed in a way that maintains ecological processes, riparian vegetation, waterway integrity, and downstream ecosystem health.	N/A – the development will not result in any wastewater discharge given that it is an unmanned facility which transparent construction materials (lattice tower).
BSC assets	
PO18 Structures and buildings do not adversely impact on BSC infrastructure.	N/A – the development is not in proximity to any BSC infrastructure. With respect to the local government road reserve (Castlereagh Highway) the development will create no impact on this asset given the telecommunications facility will be unmanned.
Electricity infrastructure	
PO29 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.	✓ The subject site is not located near major electricity infrastructure or substations.
Local heritage places	
PO30 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.	✓ The subject site is not located near a local heritage place.
Aviation facilities	
PO32 Development does not interfere with the function of air service facilities SPP mapping – Infrastructure – Strategic Airport and Aviation Facilities .	✓ The proposed development will not interfere with the function of the St George airport.

Referral Agencies

Not applicable.

Public Notification and Submissions

Not applicable.

Link to Corporate Plan

Function	Key Program Area
Infrastructure and Planning	Sustainable planning and development

Consultation (internal/external)

Internal referrals

Director Infrastructure Services - Andrew Boardman

Legal Implications

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

Policy Implications

Council's planning policies apply.

Financial and Resource Implications

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

Attachments

1. Attachment 1: MCU 184 Proposal Plans.pdf [↓](#)

Recommendation

That:

1. Council approves the development application MCU 184 for Material Change of Use – “Telecommunications Facility” on land located at Castlereagh Highway, Dirranbandi, described as Lot 11 on BEL53144 subject to the permit conditions listed below.

DEVELOPMENT PERMIT CONDITIONS

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 a “**Telecommunications Facility**” means premises used for systems that carry communications and signals by means of radio, including guided or unguided electromagnetic energy, whether such facility is manned or remotely controlled.
- 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 any cut exceeds 100m³ and/or filling works that exceed 500m³.
- 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.

Use

2. The approved development is a Material Change of Use - "Telecommunications Facility" as defined in the Planning Scheme and as shown on the approved plans.
3. A development permit for building works must be obtained prior to commencing construction of the telecommunications facility.
4. 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
067-B003-3 Revision A	Site Plan	29/07/2020
RQ5341-1-2 Revision A	Sample Drawing 45m RT40 General Arrangement	16/05/2018

5. 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.

Compliance inspection

6. 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.
7. Prior to the commencement of the use, the applicant shall contact Council to arrange a development compliance inspection.

Applicable Standards

8. All works must comply with:
 - i. the development approval conditions;
 - ii. any relevant provisions in the Planning Scheme;
 - iii. any relevant Australian Standard that applies to that type of work; and
 - iv. 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

9. The developer shall ensure that all approved 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.
10. 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).

Safety

11. Any required obstacle lighting or marking is to be installed and maintained on the approved "Telecommunication Facility" in accordance with the Civil Aviation Safety Authority's (CASA) and *Manual of Standards Part 139 – Aerodromes*.

Waste Management

12. 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*.
13. All waste generated on-site must be managed in accordance with the waste management hierarchy as detailed in the *Waste Reduction & Recycling Act 2011*.

Stormwater Drainage

14. Stormwater drainage is to be provided in accordance with:
 - a. Queensland urban drainage manual, 3rd Edition, Queensland Department of Energy and Water Supply, 2013;
 - b. Pilgrim, DH, (ed)., Australian Rainfall & Runoff – A Guide to Flood Estimation, Institution of Engineers, Australia, Barton, ACT, 1987; and
 - c. Class 1 and Class 10 buildings – National Construction Code, Volume 2.

Earthworks and Construction

15. 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.

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. Lighting of the site, including any security lighting, shall be such that the lighting intensity does not exceed 8.0 lux at a distance of 1.5 metres from the site at any property boundary.
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.

Services

21. The proposed development must be connected to an electricity supply that is adequate for the use.

Access

22. The landowner shall be responsible for the maintenance of vehicle crossovers from the road carriageway to the property boundary. 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.
23. Vehicle access and manoeuvring shall be maintained 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.
24. Horizontal and Vertical Sight distances at the access point to Castlereagh Highway (St George – Dirranbandi Road) to be not less than 110 metres.
25. 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.

No Cost to Council

26. 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

27. 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

28. 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'.

Digby Whyte

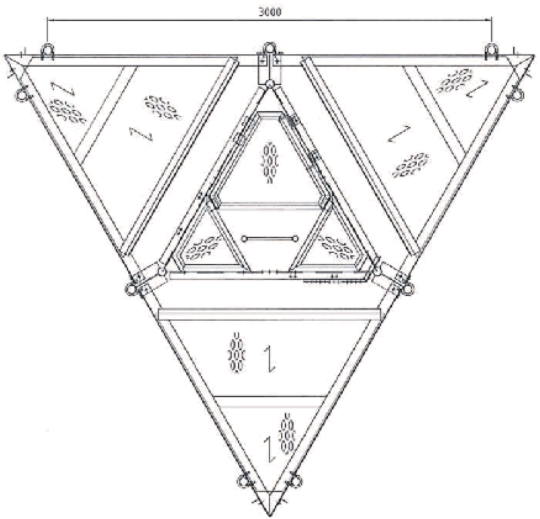
Director Environment & Regulatory Services



<p>Legend:</p> <ul style="list-style-type: none"> Proposed Infrastructure Location MSES Regulated Vegetation & Essential Habitat Access Pathway <p>Note: plan is not to scale</p>	<p>ABN 25 373 259 082 14 Cobbold Lane MAROOCHYDORE QLD 4558 0418 405 006</p> <p>OUTSOURCING PLANNING</p>	<p>SITE PLAN</p> <p>Yamburgan Telecommunications Facility Lot 11 on BEL53144 Castlereagh Highway, Dirranbandi</p> <p>Drawing No. 067-B003-3 Issue A</p> <p>Date 29/07/2020</p> <p>fieldsolutions TELECOMMUNICATIONS • LOTTERIES • COUNTRY</p>
--	---	--

REFERENCE DRAWINGS		REF	A		ISSUED FOR REVIEW		BY	DATE		ROAM PTY LTD 8 VICKERIE ST MARRARA VIC 3248 TEL: (08) 3248 4324 FAX: (08) 3248 4325 THIS DRAWING PREPARED BY ROAM IS NOT TO BE USED FOR ANY OTHER PROJECT WITHOUT THE WRITTEN CONSENT OF ROAM PTY LTD.	DESIGN	DATE	SAMPLE DRAWING		SCALE	DATE	VER.	REV.
							M.W.	16-5-18			CC		4.5m RT40		N.T.S	16-5-18	-	A
											APP'D	DATE	GENERAL ARRANGEMENT					

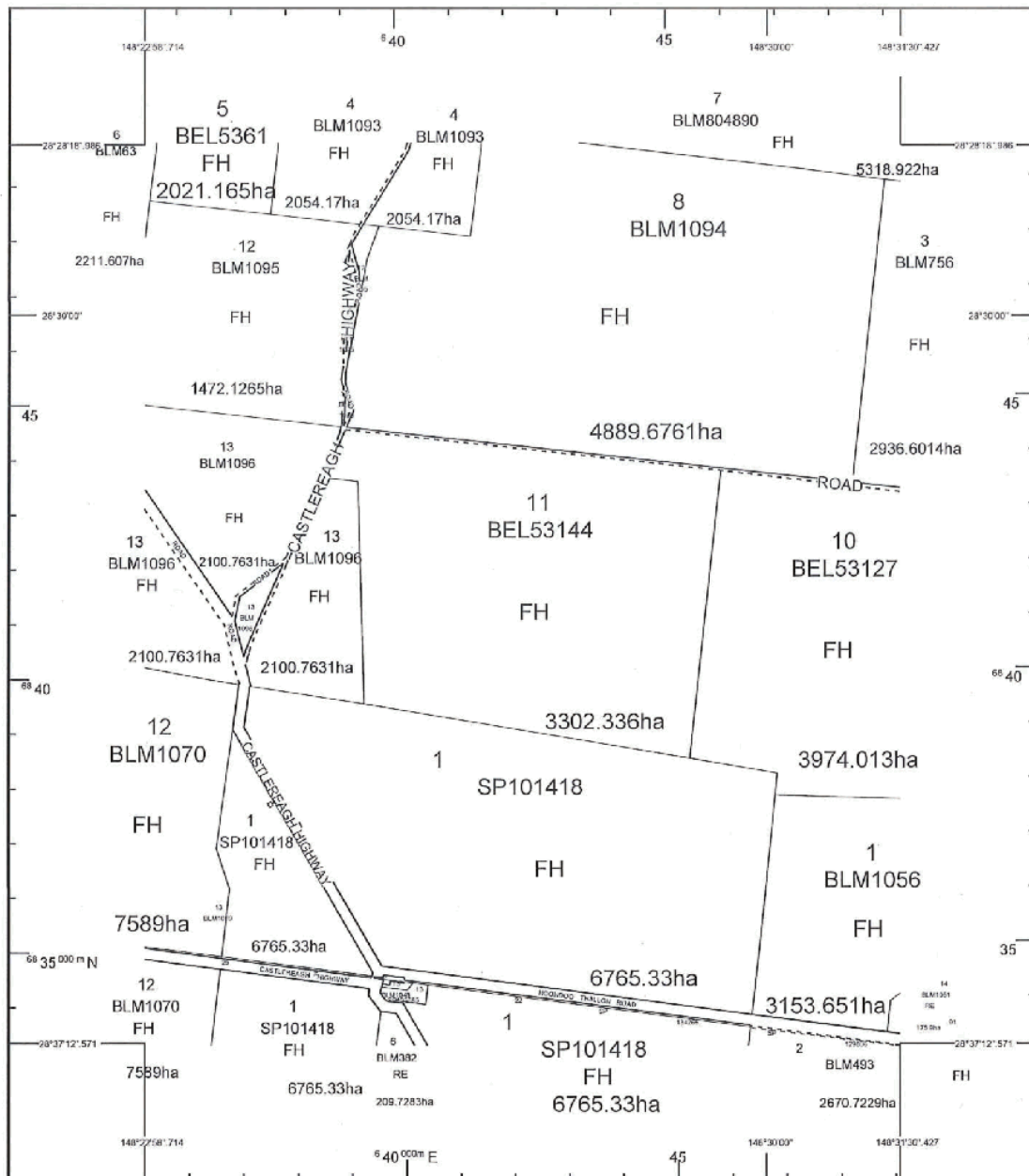
NOT FOR CONSTRUCTION



PLAN VIEW OF HEADFRAME



TOWER ELEVATION



STANDARD MAP NUMBER
8540-11131

MAP WINDOW POSITION &
NEAREST LOCATION

113 37'14" S
148 22'58" E
21 12'00" S



SUBJECT PARCEL DESCRIPTION

DCDB
Lot/Plan 1168H/53144
Area/Volume 3302.336ha
Tenure FREEHOLD
Local Government BALONNE SHIRE
Locality DIRRANBANDI
Segment/Parcel 474495

CLIENT SERVICE STANDARDS

PRINTED (d88m49999) 04/07/2020

DCDB 02/07/2020 (Lots with an area less than 4.000ha are not shown)

Users of the information recorded in this document (the Information) accept all responsibility and risk associated with the use of the Information and should seek independent professional advice in relation to dealings with property.

Despite Department of Natural Resources, Mines and Energy (DNRM/ME)'s best efforts, DNRM/ME makes no representations or warranties in relation to the Information, and, to the extent permitted by law, excludes or limits all warranties relating to correctness, accuracy, reliability, completeness or currency and all liability for any direct, indirect and consequential costs, losses, damages and expenses incurred in any way (including but not limited to that arising from negligence) in connection with any use of or reliance on the Information.

For further information on SmartMap products visit <https://www.rid.gov.au/hearing/buying-owning-home/property-land-valuation/smartmaps>.

SmartMap

An Internal Product of
SmartMap Information Services

Based upon an extraction from the
Digital Cadastral Data Base



Queensland
Government
(c) The State of Queensland,
(Department of
Natural Resources,
Mines and Energy) 2020.

ePMP™ 3000 Sector Antenna



Cambium Networks has deployed more than five million radios around the world achieving unparalleled degrees of scalability. Continuing the tradition of designing and manufacturing industry leading antenna solutions, the ePMP 3000 4X4 sector antenna encompasses all the key differentiations of the Cambium Antenna line and adds 4X4 Multi User MIMO Capability. Designed to work in 5 GHz spectrum and 90 degree coverage, the antenna is an integral part of the ePMP 3000 Access Point and allows for Multi User MIMO Operation.

KEY DEPLOYMENT ADVANTAGES

- **Frequency Re-use:** Designed for ABAB channel re-use (two channels covering four sectors), the sector antenna has a minimum 30 dB front to back ratio over a wide rear facing aperture.
- **Channel Flexibility:** Consistent gain from 4.9 to 6.0 GHz allows the operator to select a channel anywhere in the band and achieve the expected performance.
- **Consistent Coverage:** Excellent null fill capabilities of the antenna allow for broad geographical coverage within a sector even near the base of the tower and the edges of the sector.
- **Designed for the Installer:** Small, compact design, integrated ePMP radio mount and GPS antenna integration.
- **Predictable Performance:** The sector antenna is integrated into Cambium Networks LINKPlanner. The 3D model shows coverage at all elevations and across the azimuth.

KEY SPECIFICATIONS:

- 17 dBi gain
- 4.9 to 5.97 GHz spectrum
- 30 dBi front to back ratio
- IP 65 ruggedization

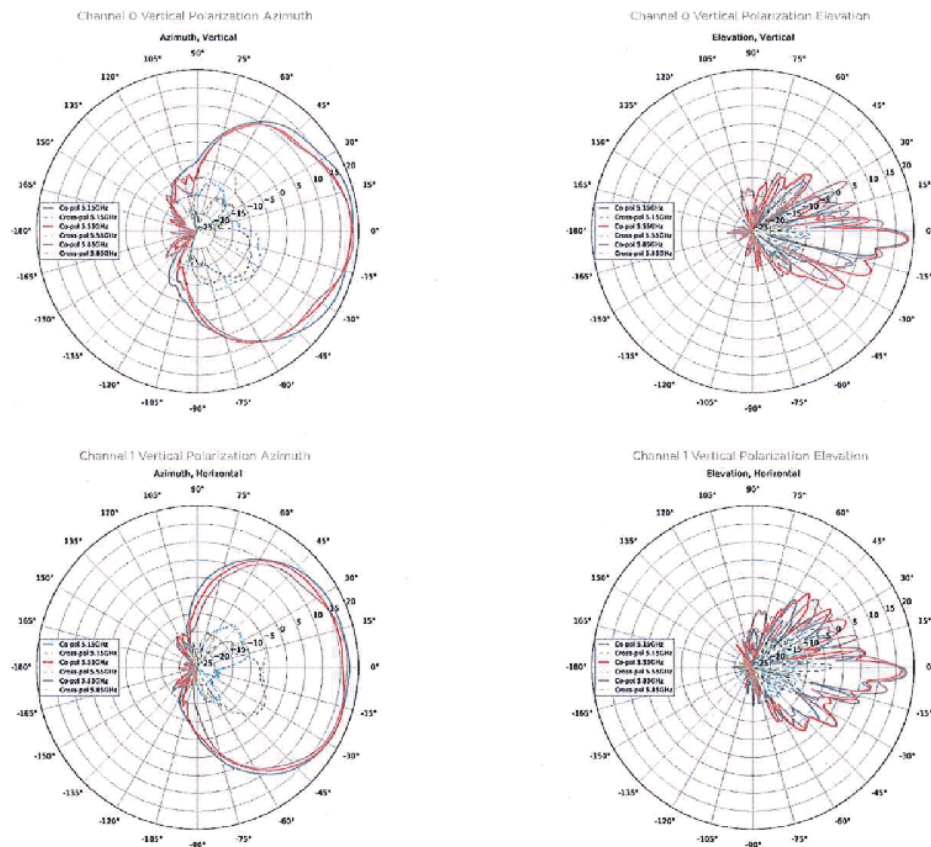
SPECIFICATIONS

ePMP 3000 SECTOR ANTENNA	
Model Number	C050910D301A
Frequency Range	4.9 GHz to 5.97 GHz
Gain	17 dBi
3 dB Beamwidth - Azimuth	70 degrees
3 dB Beamwidth - Elevation	6 degrees
Electrical Downtilt	-2 degrees
Polarization	2X Horizontal, 2X Vertical

SPECIFICATIONS

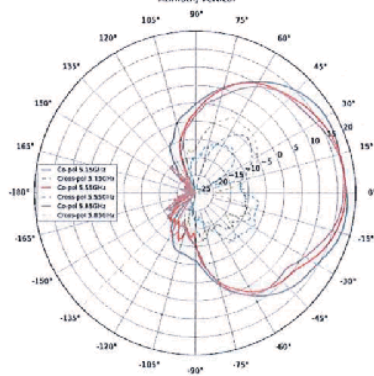
ePMP 3000 SECTOR ANTENNA	
Model Number	C0509100301A
Port-to-Port Isolation	> 20 dB
Front-to-Back Ratio	30 dB
Maximum Input Power	5 W
Input Impedance	50 ohms
Mounting Connectors	4 x RP SMA
Mounting Hardware	Included for mounting to mast diameters 2" to 4" (5 cm to 10 cm) -10 to +5 degree tilt Hardware included to connect ePMP access point to back of antenna body
Physical Dimensions	Antenna Body: 23.4" (H) x 9.6" (W) x 3.25" (D) (594 mm x 157 mm x 110 mm)
Weight	Antenna Body: 8.0 lbs, 3.7 kg w/ ePMP 3000 Access Point and Mounting Brackets: 13.8 lbs, 6.3 kg
Environmental	IP65
Radome Material	UV Protected ABS
Operating Temp	-40°C to 60°C (-40°F to 140°F)

ANTENNA PATTERNS

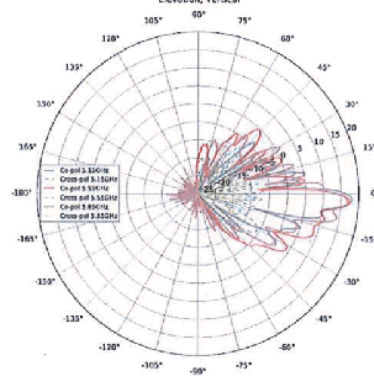


ANTENNA PATTERNS

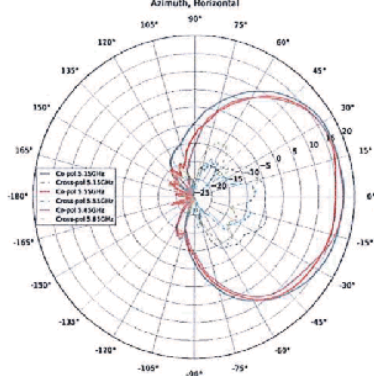
Channel 2 Vertical Polarization Azimuth



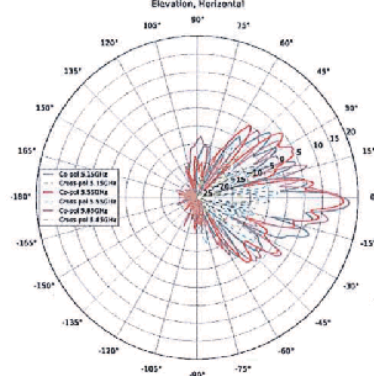
Channel 2 Vertical Polarization Elevation



Channel 3 Vertical Polarization Azimuth



Channel 3 Vertical Polarization Elevation



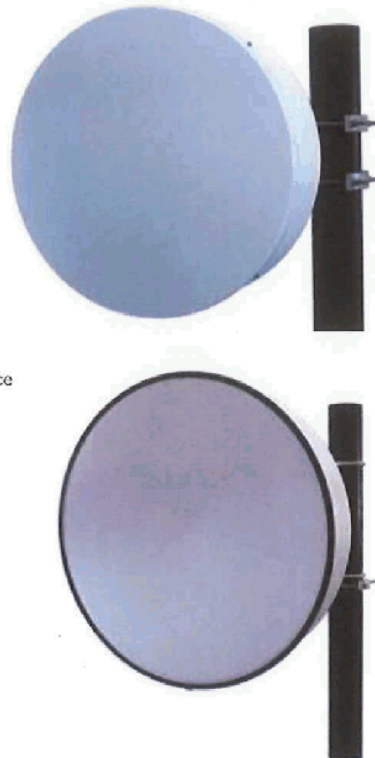
© 2018 Cambium Networks Ltd. All rights reserved.

55 ePMP™ 3000 Sector Antenna 10032019



5.25 - 5.85 GHz High Performance Dual Pole Parabolic Reflector Antenna

High Performance Dual Pole Parabolic Reflector Antennas from Cambium Networks are well-suited for deployment with any of the sub-6 GHz PTP products. They are engineered to provide ETSI class 2/3 radiation pattern performance as well as excellent gain. Field-proven preassembled antennas and robust pole mounts ensure "set and forget" installation with minimal post installation maintenance. The included radome ensures robust and reliable performance under the most challenging conditions.



FEATURES AND BENEFITS:

- High Performance ETSI Class 2/3* Parabolic Antennas – Excellent performance for a wide range of applications
- Fully Preassembled at the Factory – Simplifies installation on site and guarantees "factory tested" quality
- Industry leading 7year warranty
- Suitable for deployment with PTP 650, PTP 670, PTP 700 and PTP 450i connectorized radios.
- Fully supported in LINKPlanner™ providing accurate predictions of PTP link performance and availability. LINKPlanner™ is available at no charge from the support website at cambiumnetworks.com.

*ETSI Class depends on frequency band

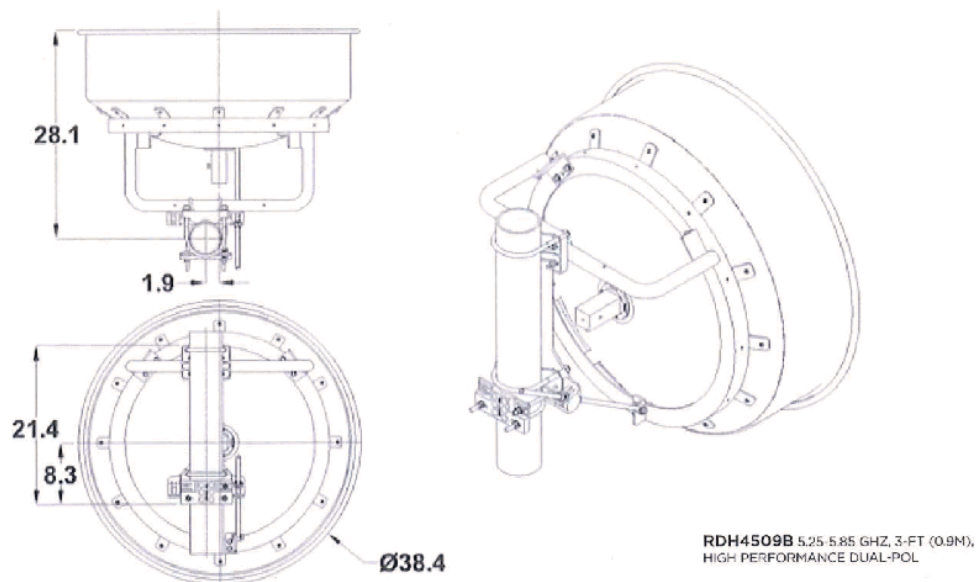
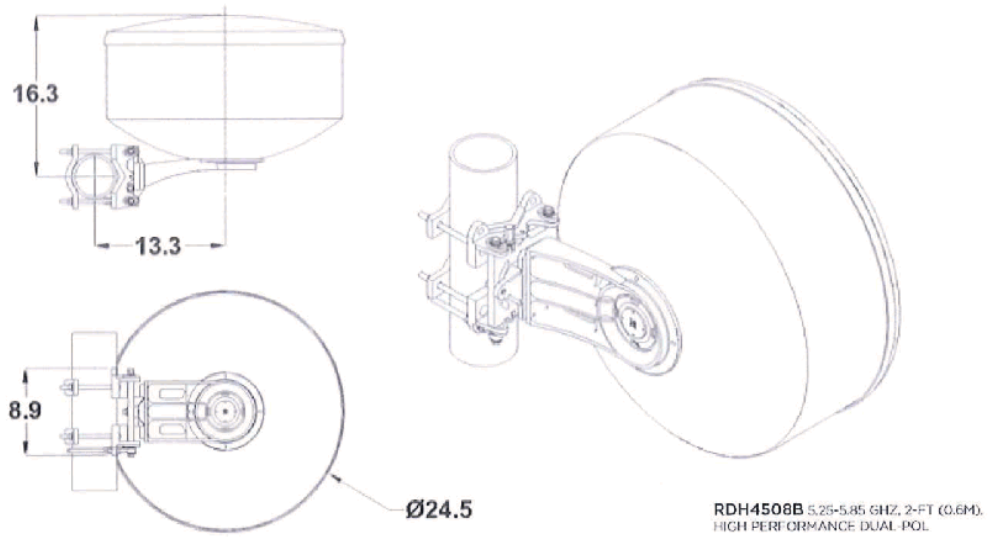
SPECIFICATIONS

GENERAL	
Antenna Type	High Performance Parabolic Reflector Antenna
Size, nominal	2 ft (0.6 m); 3 ft (0.9 m); 4 ft (1.2 m)
Polarization	Dual
Standard RF Connector Type	N-Female

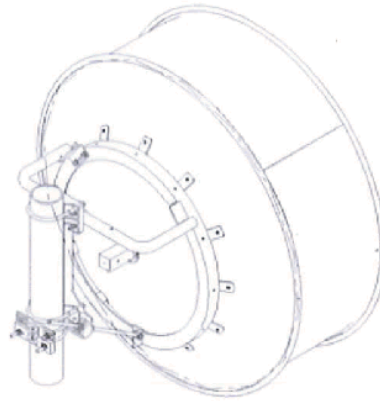
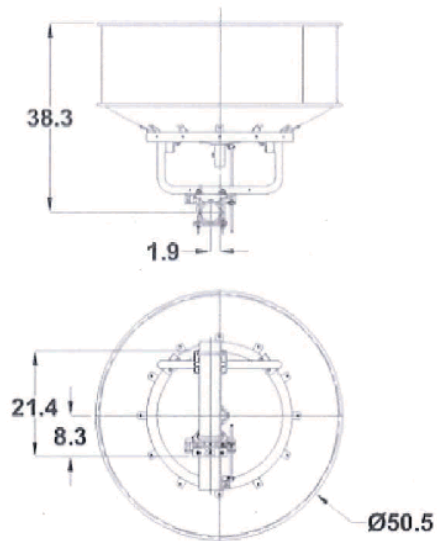
SPECIFICATIONS

ELECTRICAL	2 FT (0.6 M)	3 FT (0.9 M)	4 FT (1.2 M)
Model Number	RDH4508B	RDH4509B	RDH4510B
Description	5.25-5.85 GHz, 2-FT (0.6M), HIGH PERFORMANCE DUAL-POL	5.25-5.85 GHz, 3-FT (0.9M), HIGH PERFORMANCE DUAL-POL	5.25-5.85 GHz, 4-FT (1.2M), HIGH PERFORMANCE DUAL-POL
Operating Frequency Band	5.25 - 5.85 GHz	5.25 - 5.85 GHz	5.25 - 5.85 GHz
Half Power Beamwidth, Horizontal	6.1 degrees	4.2 degrees	3 degrees
Half Power Beamwidth, Vertical	6.1 degrees	4.2 degrees	3 degrees
Cross-Polarization Discrimination	28 dB	30 dB	30 dB
Front to Back Ratio (F/B)	44 dB	46 dB	49 dB
Gain, Low Frequency	28.3 dBi	31.8 dBi	34.2 dBi
Gain, Mid Frequency	28.8 dBi	32.3 dBi	34.7 dBi
Gain, High Frequency	29.3 dBi	32.8 dBi	34.7 dBi
VSWR	1.5:1	1.5:1	1.5:1
Return Loss	-14 dB	-14 dB	-14 dB
MECHANICAL	2 FT (0.6 M)	3 FT (0.9 M)	4 FT (1.2 M)
Model Number	RDH4508B	RDH4509B	RDH4510B
Description	5.25-5.85 GHz, 2-FT (0.6M), HIGH PERFORMANCE DUAL-POL	5.25-5.85 GHz, 3-FT (0.9M), HIGH PERFORMANCE DUAL-POL	5.25-5.85 GHz, 4-FT (1.2M), HIGH PERFORMANCE DUAL-POL
Fine Azimuth Adjustment	+/- 10 degrees	+/- 10 degrees	+/- 10 degrees
Fine Elevation Adjustment	+/- 30 degrees	+/- 25 degrees	+/- 25 degrees
Mounting Pipe Diameter, Min	2 inch 5.08 cm	4.5 inch 11.4 cm	4.5 inch 11.4 cm
Mounting Pipe Diameter, Max	4.5 inch 11.4 cm	4.5 inch 11.4 cm	4.5 inch 11.4 cm
Net Weight	27 lbs 12.3 kg	50 lbs 22.3 kg	85 lbs 38.3 kg
Wind Velocity Operational	90 mph 145 km/h	90 mph 145 km/h	90 mph 145 km/h
Wind Velocity Survival Rating	125 mph 201 km/h	125 mph 201 km/h	125 mph 201 km/h
Axial Force (FA)	202 lbs 899 N	403 lbs 1972 N	737 lbs 3278 N
Side Force (FS)	100 lbs 445 N	200 lbs 890 N	365 lbs 1623 N
Twisting Moment (MT)	194 ft-lbs 263 Nm	344 ft-lbs 466 Nm	784 ft-lbs 1063 Nm
Operating Temperature Range	-40 to +60 C	-40 to +60 C	-40 to +60 C
Max Pressure, PSIG, (if waveguide interface)	5	5	5
REGULATORY COMPLIANCE	2 FT (0.6 M)	3 FT (0.9 M)	4 FT (1.2 M)
RoHS-compliant	Yes	Yes	Yes
SHIPPING INFORMATION	2 FT (0.6 M)	3 FT (0.9 M)	4 FT (1.2 M)
Model Number	RDH4508B	RDH4509B	RDH4510B
Description	5.25-5.85 GHz, 2-FT (0.6M), HIGH PERFORMANCE DUAL-POL	5.25-5.85 GHz, 3-FT (0.9M), HIGH PERFORMANCE DUAL-POL	5.25-5.85 GHz, 4-FT (1.2M), HIGH PERFORMANCE DUAL-POL
Package Type	Cardboard	Wood Crate	Wood Crate
Gross Weight	48 lbs 28.7 kg	143 lbs 69.8 kg	196 lbs 88.9 kg
Dimensions, L x W x H	31 x 31 x 25in 79 x 79 x 64 cm	47 x 28 x 48in 119 x 71 x 122 cm	59 x 35 x 60in 180 x 89 x 152 cm
Shipping Volume	13.9 cu ft 0.39 cu m	36.56 cu ft 1.04 cu m	71.7 cu ft 2.03 cu m

TECHNICAL DRAWINGS



TECHNICAL DRAWINGS



RDH4510B 5.25-5.85 GHz, 4-FT (1.2M),
HIGH PERFORMANCE DUAL-POL

© 2017 Cambium Networks Ltd. All rights reserved.

5.25 - 5.85 GHz High Performance Dual Pole Parabolic Reflector Antenna 5

TECHNICAL SPECIFICATIONS

	PTP 820S	PTP 820C-MP	PTP 820S	PTP 820T	PTP 820S	PTP 820E
Device form factor	4-Bay	4-Bay	4-Bay	4-Bay	4-Bay	4-Bay
Key features	Compact design	Compact design	Compact design	Compact design	Compact design	Compact design
Power supply	Internal	Internal	Internal	Internal	Internal	Internal
Connectivity	4x SFP	4x SFP	4x SFP	4x SFP	4x SFP	4x SFP
Operating temperature	0°C to 40°C	0°C to 40°C	0°C to 40°C	0°C to 40°C	0°C to 40°C	0°C to 40°C
Humidity	5% to 95%	5% to 95%	5% to 95%	5% to 95%	5% to 95%	5% to 95%
Dimensions (mm)	170x170x44	170x170x44	170x170x44	170x170x44	170x170x44	170x170x44
Weight (kg)	0.8	0.8	0.8	0.8	0.8	0.8
Power consumption (W)	15	15	15	15	15	15
MTBF (hours)	100,000	100,000	100,000	100,000	100,000	100,000
Reliability	99.999%	99.999%	99.999%	99.999%	99.999%	99.999%
Security	IPsec	IPsec	IPsec	IPsec	IPsec	IPsec
Management	CLI	CLI	CLI	CLI	CLI	CLI
Warranty	3 years	3 years	3 years	3 years	3 years	3 years

Key Features

4x SFP ports
4x 10Gbps ports
4x 10Gbps ports

4x SFP ports
4x 10Gbps ports
4x 10Gbps ports

4x SFP ports
4x 10Gbps ports
4x 10Gbps ports

4x SFP ports
4x 10Gbps ports
4x 10Gbps ports

4x SFP ports
4x 10Gbps ports
4x 10Gbps ports

4x SFP ports
4x 10Gbps ports
4x 10Gbps ports

4x SFP ports
4x 10Gbps ports
4x 10Gbps ports

4x SFP ports
4x 10Gbps ports
4x 10Gbps ports

4x SFP ports
4x 10Gbps ports
4x 10Gbps ports

4x SFP ports
4x 10Gbps ports
4x 10Gbps ports

4x SFP ports
4x 10Gbps ports
4x 10Gbps ports

4x SFP ports
4x 10Gbps ports
4x 10Gbps ports

4x SFP ports
4x 10Gbps ports
4x 10Gbps ports

4x SFP ports
4x 10Gbps ports
4x 10Gbps ports

4x SFP ports
4x 10Gbps ports
4x 10Gbps ports

4x SFP ports
4x 10Gbps ports
4x 10Gbps ports

4x SFP ports
4x 10Gbps ports
4x 10Gbps ports

4x SFP ports
4x 10Gbps ports
4x 10Gbps ports

4x SFP ports
4x 10Gbps ports
4x 10Gbps ports

4x SFP ports
4x 10Gbps ports
4x 10Gbps ports

4x SFP ports
4x 10Gbps ports
4x 10Gbps ports

4x SFP ports
4x 10Gbps ports
4x 10Gbps ports

4x SFP ports
4x 10Gbps ports
4x 10Gbps ports

4x SFP ports
4x 10Gbps ports
4x 10Gbps ports

Key Features

4x SFP ports
4x 10Gbps ports
4x 10Gbps ports

4x SFP ports
4x 10Gbps ports
4x 10Gbps ports

4x SFP ports
4x 10Gbps ports
4x 10Gbps ports

4x SFP ports
4x 10Gbps ports
4x 10Gbps ports

4x SFP ports
4x 10Gbps ports
4x 10Gbps ports

4x SFP ports
4x 10Gbps ports
4x 10Gbps ports

4x SFP ports
4x 10Gbps ports
4x 10Gbps ports

4x SFP ports
4x 10Gbps ports
4x 10Gbps ports

4x SFP ports
4x 10Gbps ports
4x 10Gbps ports

4x SFP ports
4x 10Gbps ports
4x 10Gbps ports

4x SFP ports
4x 10Gbps ports
4x 10Gbps ports

4x SFP ports
4x 10Gbps ports
4x 10Gbps ports

4x SFP ports
4x 10Gbps ports
4x 10Gbps ports

4x SFP ports
4x 10Gbps ports
4x 10Gbps ports

4x SFP ports
4x 10Gbps ports
4x 10Gbps ports

4x SFP ports
4x 10Gbps ports
4x 10Gbps ports

4x SFP ports
4x 10Gbps ports
4x 10Gbps ports

4x SFP ports
4x 10Gbps ports
4x 10Gbps ports

4x SFP ports
4x 10Gbps ports
4x 10Gbps ports

4x SFP ports
4x 10Gbps ports
4x 10Gbps ports

4x SFP ports
4x 10Gbps ports
4x 10Gbps ports

4x SFP ports
4x 10Gbps ports
4x 10Gbps ports

4x SFP ports
4x 10Gbps ports
4x 10Gbps ports

4x SFP ports
4x 10Gbps ports
4x 10Gbps ports

PTP 820/850
LICENSED ETHERNET MICROWAVE FOR MULTI-SERVICE NETWORKS

A single platform serving all radio transport requirements

Combining technologies, equipment and services, PTP 920/850 enables network operators to meet accelerating demand for capacity cost-effectively, under rapidly evolving conditions.

- Licensed frequency bands 4-48 GHz
- Up to 100 Gbps with 135 dBm EIRP and over 400 Mbps Coding & Modulation (ACM) per GHz capability
- Up to 50 Gbps hardware supported
- Multi-tenant and capacity with high spectral efficiency
- TDM and packet scheduling for legacy services and evolution to a packet
- Integrated Ethernet Switch, IEEE Carrier Ethernet 2 compliant, 10/40/100 Gb
- Hot Standby duplicate for additional capacity boost
- Integral service centre management using GoS and advanced OAM capabilities
- Carrier grade service reliability (99.999 MTTR)
- Full IEEE Performance Management – IEEE 1588
- Integrated synchronization solution: Network Sync IEEE 1588/2
- Lowest power consumption with adaptive green mode
- Low latency with unique frame kill through for latency sensitive services
- Industry leading 5 year warranty

- Design a five miles reliable wireless link
- Plan and optimize a ring link or multiple links simultaneously
- Perform calculations for both licensed and unlicensed products
- Automatically load path profiles and environmental factors such as rain fade
- Display a comprehensive overview of your end-to-end point-to-point wireless network on Google Earth
- Generate reports that validate projected performance and service lifetime during deployment guidelines
- Create bill of materials for point-to-multipoint and point-to-point networks including economies

www.cambridgeinawork.com

OFFICER REPORT

TO: Council

SUBJECT: **Fees and Charges Amendment - Stock Route Management Regulations 2003 & Spray Equipment Loan Fees**

DATE: 07.09.20

AGENDA REF: ERS2

AUTHOR: Tayla Willis - Project Support Officer

Sub-Heading

Amended to Fees and Charges 2020/21.

Executive Summary

Amendment to the Fees and Charges for the financial year 2020/21 to include an equipment loan deposit.

Background

Council adopted the Fees and Charges Schedule on 25 June 2020 to be effective on 1 July 2020. Since the adoption there has been the following amendments relating to stock routes:

Description	Cost Recovery or Commercial Fee	Statutory Reference	2019/20	2020/21
Stock Route Travel Permit- Initial Application Fee	Commercial		\$150.00	\$150.00
Stock Route Travel Permit- Application Renewal or Change of Route	Commercial		\$75.00	\$75.00
Stock Route Travel Permit - Fee - Large Stock - per 20 head (or part of 20 head) per km	Commercial	Act, s 134(3))	\$0.02	\$0.02
Stock Route Travel Permit - Fee - Small Stock - per 100 head (or part of 100 head) per km	Commercial		\$0.02	\$0.02
Stock Route Grazing (Agistment) Permit - Initial Application Fee	Commercial		\$150.00	\$150.00
Stock Route Grazing (Agistment) Permit - Application Renewal or Change	Commercial		\$75.00	\$75.00
Stock Route Grazing (Agistment)- Large Stock- Minimum Fee per head per week	Commercial	Stock Route Management Regulations 2003 – Schedule 2 Fees (Section 17) & Act, s 116(5))	\$1.18	\$1.20
Stock Route Grazing (Agistment)- Large Stock- Maximum Fee per head per week	Commercial		\$2.85	\$2.90
Stock Route Grazing (Agistment)- Small Stock- Minimum Fee per head per week	Commercial		\$0.11	\$0.11

Stock Route Grazing (Agistment)- Small Stock- Maximum Fee per head per week	Commercial		\$0.45	\$0.46
Inspecting Register of Water Facility Agreements	Commercial	(Act, s164(3)(a))	\$16.45	\$16.75

The following addition to the fees and charges has been identified:

Description	Cost Recovery or Commercial Fee	Statutory Reference	2020/21
Equipment Loan Deposit – Refundable on return of Equipment in good working order (Rural Services Spray Equipment)	Cost Recovery		\$150.00

The spray units were purchased under the Communities Combating Pests and Weeds Grant to assist Landholders with pest weed control and to maximise control under Council's Biosecurity Plan.

Link to Corporate Plan

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

Consultation (internal/external)

Stock Route Management Regulations 2003

Ms Robyn Shapcott (Manager of Rural Services and Compliance)

Mr Digby Whyte (Director of Environment and Regulatory Services)

Legal Implications

The fees and charges for right to information and information privacy applications are set by the Right to Information Act 2009 and Information Privacy Act 2009.

Section 97 of the Local Government Act, 2009 allows council to fix Cost Recovery Fees by resolution. Council may also charge for a service or facility, other than a service or facility for which a cost recovery fee may be fixed under Section 262(3)(c) Local Government Act 2009.

Risk Implications

Nil.

Policy Implications

The recommendation will amend council's fees & charges schedule for 2020/21.

Financial and Resource Implications

There are minimal financial implications by adopting the recommendation, however it will ensure that Council may legally charge the fees associated with the service/items.

Options or Alternatives

Nil

Attachments

Nil

Recommendation/s

That Council resolve to amend the fees and charge schedule for 2020/21, in accordance with Section 262(3)(c) of the Local Government Act 2009 and Section 97 of the Local Government Regulations 2012, as follows:

1. That the fees and charges for Stock Routes be set at the maximum fee in accordance with the *Stock Route Management Regulations 2003*

Description	Cost Recovery or Commercial Fee	Statutory Reference	2020/21
Stock Route Travel Permit- Initial Application Fee	Commercial		\$150.00
Stock Route Travel Permit- Application Renewal or Change of Route	Commercial		\$75.00
Stock Route Travel Permit - Fee - Large Stock - per 20 head (or part of 20 head) per km	Commercial	Act, s 134(3))	\$0.02
Stock Route Travel Permit - Fee - Small Stock - per 100 head (or part of 100 head) per km	Commercial		\$0.02
Stock Route Grazing (Agistment) Permit - Initial Application Fee	Commercial		\$150.00
Stock Route Grazing (Agistment) Permit - Application Renewal or Change	Commercial		\$75.00
Stock Route Grazing (Agistment)- Large Stock- Minimum Fee per head per week	Commercial	Stock Route Management Regulations 2003 – Schedule 2 Fees (Section 17) & Act, s 116(5))	\$1.20
Stock Route Grazing (Agistment)- Large Stock- Maximum Fee per head per week	Commercial		\$2.90
Stock Route Grazing (Agistment)- Small Stock- Minimum Fee per head per week	Commercial		\$0.11
Stock Route Grazing (Agistment)- Small Stock- Maximum Fee per head per week	Commercial		\$0.46
Inspecting Register of Water Facility Agreements	Commercial	(Act, s164(3)(a))	\$16.75

2. That the new fee be added to loan spraying equipment to Landholders from the St George Council Depot for a refundable deposit in accordance with Section 97 of the *Local Government Act 2009*

Description	Cost Recovery or Commercial Fee	Statutory Reference	2020/21
-------------	---------------------------------	---------------------	---------

Equipment Loan Deposit – Refundable on return of Equipment in good working order (Rural Services Spray Equipment) Asset Name:	Cost Recovery		\$150.00
	Asset Image	Asset Number:	

Digby Whyte
Director Environment & Regulatory Services

OFFICER REPORT

TO: Council

SUBJECT: Request for Siting Variation 60 Barlee Street, St George

DATE: 07.09.20

AGENDA REF: ERS3

AUTHOR: Fiona Macleod - Planning & Development Officer

Sub-Heading

Request for siting variation at 60 Barlee Street, St George by Fiona Macleod, Planning and Development Officer

Executive Summary

For Council to consider a siting boundary clearance variation for a proposed garden shed to be located at 60 Barlee Street, St George, being Lot 33 on RP224596.

Background

On 31st August 2020, Council received a request from the landowner to consider a siting variation to relocate an existing garden shed on the property (see **Attachment 1**). Specifically, the relocation of the garden shed is to allow for a future residential outbuilding (Shed) to be constructed on the property, subject to obtaining Building Approval. A building application is currently in at Council for consideration of the proposed shed.

Under Council's current *Balonne Planning Scheme 2019*, the property is located within the General Residential Zone of St George. Total site area is approximately 1301 square metres, and the existing use of the property is for residential purposes with built form being a single residence and outbuilding (garden shed). The property is located on the corner of Barlee and Maree Street and therefore benefits from dual street frontage. Given the residence fronts Barlee Street however this is considered as the primary frontage for the property. (see **Figure 1 and Attachment 2**).

In lieu of including standards for allotment boundary clearances, the current *Balonne Planning Scheme 2019* references the Queensland Development Code (QDC) for those standards, specifically in this instance QDC Part MP1.2.

In the "Definitions" section of QDC Part MP1.2:

Side and rear boundary clearance means:

- (a) for a *building or structure* other than a swimming pool, the shortest distance measured horizontally from the *outermost projection* of the *building or structure* to the vertical projection of the boundary of the *lot*.

Performance Criterion P2 of QDC Part MP1.2 states:

P2

Buildings and structures –

- (a) provide adequate daylight and ventilation to *habitable* rooms; and

- (b) allow adequate light and ventilation to *habitable* rooms of *buildings* on adjoining *lots*.
- (c) do not adversely impact on the amenity and privacy of residents on adjoining *lots*.

Acceptable Solution A2 of QDC Part MP1.2 states the following as “deemed to comply” for P2:

A2

- (a) The **side and rear boundary clearance** for a part of the *building* or *structure* is –
 - (i) where the *height* of that part is 4.5m or less - 1.5m; and
 - (ii) where the *height* of that part is greater than 4.5m but not more than 7.5m - 2m; and
 - (iii) where the *height* is greater than 7.5m - 2m plus 0.5m for every 3m or part exceeding 7.5m.

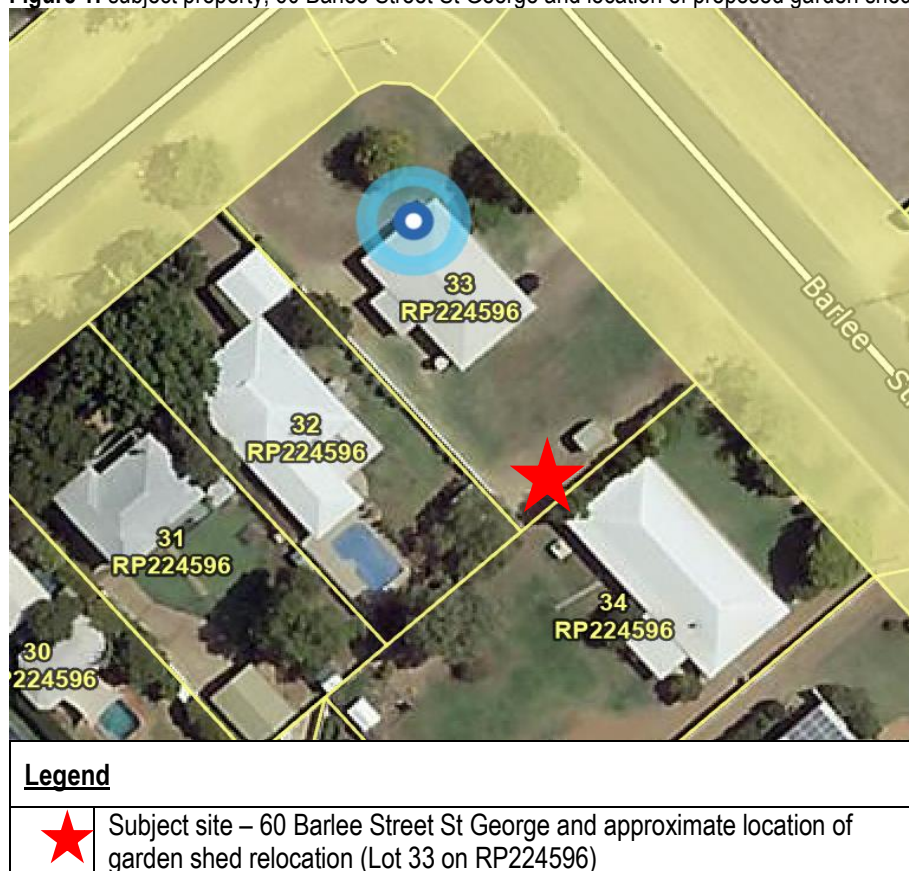
Accordingly, as per the above, the standard side setback boundary clearance for the garden shed is 1.5 metres. Given the proposed relocation of the garden shed is to be 500mm setback off the side boundary Acceptable Solution A2 of QDC Part MP1.2 is not met.

Where a setback does not comply with the Acceptable Solution, the Applicant is required to demonstrate that their proposal does in fact comply with the intent of the Performance Criterion. This is the subject matter of this report.

The siting variation request (see Attachment 1) seeks approval to locate the garden shed within the standard 1.5 metre side boundary clearance.

The Applicant’s site drawing (**see Attachment 2**) indicates a proposed setback of 500mm off the eastern boundary of the property. All other boundary clearances of the garden shed will comply with the Acceptable Solution.

Figure 1: subject property, 60 Barlee Street St George and location of proposed garden shed



Siting Assessment

The proposal has been assessed against Performance Criterion P2 of the QDC as follows:

Buildings and structures –

- (a) provide adequate daylight and ventilation to habitable rooms.*
- (b) allow adequate light and ventilation to habitable rooms of buildings on adjoining lots.*
- (c) do not adversely impact on the amenity and privacy of residents on adjoining lots.*

The proposed relocation of the garden shed will not impact on the daylight and ventilation to habitable rooms on the property nor the adjoining eastern property at 62 Barlee Street, St George. Importantly noted, the garden shed sits just under 2 metres in height and is setback considerable distance from the dwelling on the property therefore overshadowing to the house will not be beyond existing conditions as a result of the relocation of the garden shed. With respect to the adjoining property, being 62 Barlee street, while the shed is to be relocated closer to this boundary and where the variation is sought, no additional impacts regarding overshadowing will occur given the height of the shed is similar to the existing 1.8 metre solid Colourbond boundary fence separating the two properties. Given the height and use of the structure it is therefore considered that amenity and privacy of residents on adjoining lots will continue to be maintained.

On the basis of the above, the requested variation of the setback to the eastern side boundary will not create any additional unreasonable impacts to nor compromise the outcomes of residential amenity, streetscape, character of surrounding building siting or public safety.

The proposed relocation of the garden shed was referred to Council's Infrastructure Department for comment who sited no concerns or objection to the proposed location.

On the basis of the above it is considered that the proposed relocation of the garden shed to this location on the property will not create any unreasonable impacts to the site or surrounds and existing character of the area. It is therefore recommended that approval be granted to the requested siting variation.

Link to Corporate Plan

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

Consultation (internal/external)

Bryan Payne – Building Certifier

Peter Willey – Manager Water, Sewerage and Towns

Legal Implications

The *Planning Act 2016*

Council's Planning Scheme and the Queensland Development Codes (QDC) 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

Options or Alternatives

Require the standard 1.5 metre boundary clearance outlined in the Queensland Development Code (QDC)

Attachments

1. Attachment 1 - 60 Barlee Street Siting Variation Request Letter.pdf [↓](#)
2. Attachment 2 - 60 Barlee Street Siting Variation Plan.pdf [↓](#)

Recommendation/s

That Council resolves to:

1. Approve the garden shed outbuilding at 60 Barlee Street, St George to be located up to 500mm from the eastern boundary as a siting variation from the standard 1.5m criterion.

Digby Whyte

Director Environment & Regulatory Services

George Jones

60 Barlee Street • St George, Queensland 4487
0427996604 • E-Mail: g.jones96@gmail.com

28th August 2020

Dear Council

I would like to request a relaxation of the boundary on the South Eastern side of my property 60 Barlee Street. We currently have an application before council for the construction of a new shed, which would entail relocation of the current garden shed to within the council standard of 1.5m from the existing boundary fence. As a result of the construction of the shed, the garden shed will be 0.5m off the boundary fence. The external wall of the new shed will be 3.5m from the boundary. We hope for a favourable outcome in this matter.

Please see attached site plan of proposed relaxation and a current picture of where the garden shed is currently located.

Thanks for your consideration

George Jones

Property Owner

As above the new shed will be 3.5m off the side boundary fence. The back boundary will not be affected. The garden shed will be 0.5m off the side boundary fence.



proposed relocation of garden shed subject to siting variation request.

OFFICER REPORT

TO: Council

SUBJECT: MCU183 - Development Application for Material Change of Use -
"Telecommunications Facility" located at 1880 Castlereagh Highway (St George Dirranbandi Road), St George QLD 4487 (described as Lot 14 on SP132520)

DATE: 07.09.20

AGENDA REF: ERS4

AUTHOR: Fiona Macleod - Planning & Development Officer

Sub-Heading

MCU 183 Development Application for Material Change of Use telecommunications facility at Castlereagh Highway (St George Dirranbandi Road), St George (Lot 14 on SP132520) by Council's planner.

Overview

Council has received a properly made development application from Field Solutions Group C/- Out of the Woods Planning (Wendy Wood) for Material Change of Use MCU183 - Development Application for Material Change of Use - "Telecommunications Facility" located at 1880 Castlereagh Highway (St George Dirranbandi Road), St George QLD 4487 (described as Lot 14 on SP132520), properly described as Lot 14 on SP132520.

The development application is subject to Code 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.

Background

Applicant:	Field Solutions Group C/- Out of the Woods Planning (Wendy Wood)
Owner of Land:	Stower Holdings Pty Ltd (TTE) Murrumbidgee Cotton Pty Ltd (TTE)
Land description:	Lot 14 on SP132520
Lot area:	8,519.42ha
Zone/Precinct:	Rural Zone
Overlays/State Interests:	Flood Hazard Overlay
Proposal:	Material Change of Use – Telecommunications Facility
Proposal Assessment category:	Code Assessment

Referral/Concurrency Agencies:	Nil
Properly made date:	7 August 2020

PROPOSAL

The application seeks approval for a Material Change of Use – Material Change of Use MCU183 - Development Application for Material Change of Use - "Telecommunications Facility" located at 1880 Castlereagh Highway (St George Dirranbandi Road), St George QLD 4487 (described as Lot 14 on SP132520) properly described as Lot 14 on SP132520.

The proposal involves the construction of a Telecommunication Facility which will form part of the Balonne Shire Council 'Digital Connectivity' project. Specifically, the intent of the project is to provide internet connectivity to remote areas within Balonne Shire Council area.

The result of the telecommunications facility will be to enable fixed wireless internet. Symmetrical bandwidth will be available with guaranteed speeds and unlimited usage for remote rural households in Balonne Shire.

The facility will comprise of the following:

- A 45 metal tower;
- A combination of Dual Pole Parabolic (Dishes) and Sector antennas to be attached to tower; and
- An enclosed control panel mounted at ground level.

The facility will have a footprint of approximately 25m x 25m and a formal agreement will be arranged with the landholder to define the area and terms of access.

(Refer to Attachment 1: Development Application - Proposal Plans)

Characteristics of the site:

The development site is located in the Rural Zone of the *Balonne Shire Planning Scheme 2019*, approximately 27km south of the township of St George (by road). Access to site is gained via an existing access from St George Dirranbandi Road.

The subject site is a large irregular-shaped block that comprises a total area of 8,519.42hectares. The St George Dirranbandi Road intersects the lot (runs north-south).

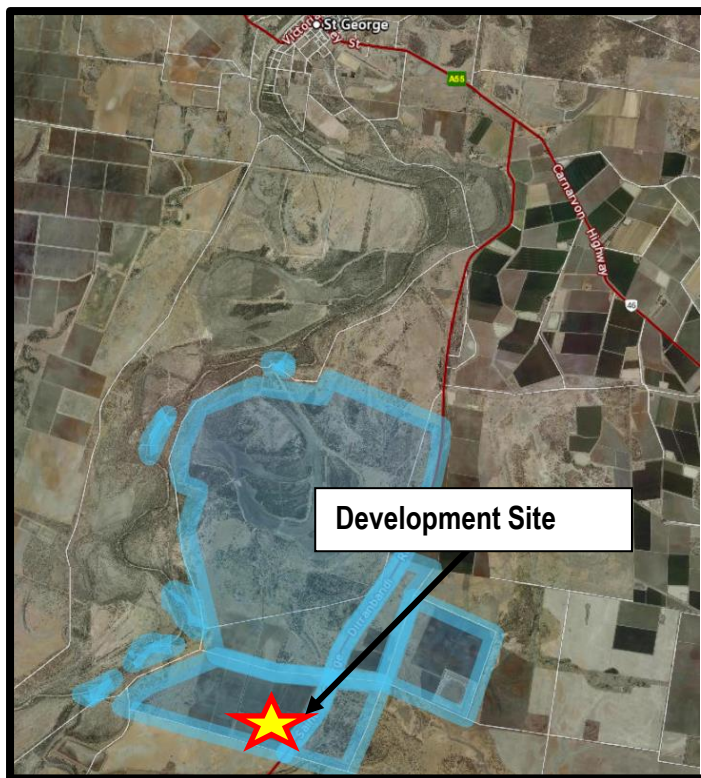


Figure 1: Development site

Source: QLD Globe

The site is predominately used for grazing and cropping land. The site is adjoined by other rural zone land used for similar agricultural activities.

The proposed telecommunications facility will be located on the southernmost boundary, west of the St George Dirranbandi Road. **(Refer to figure 3 – Site Plan).**

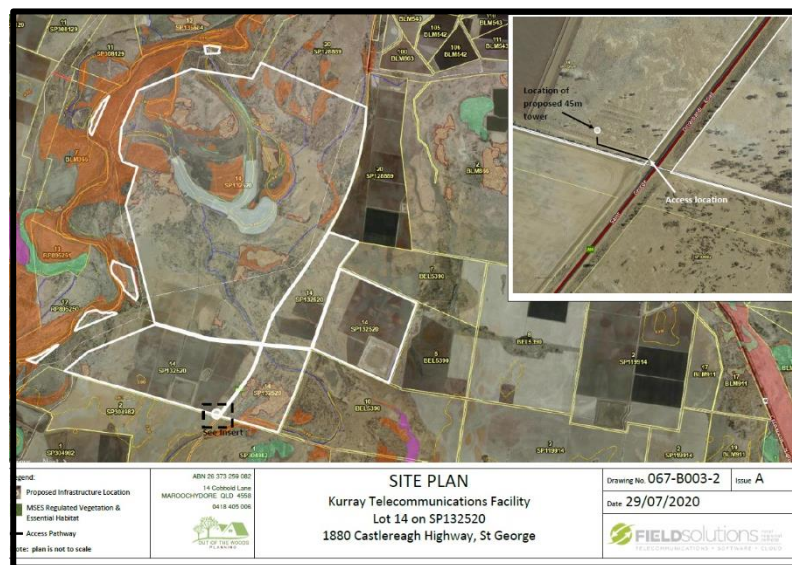


Figure 2: Site plan

Source: Application materials

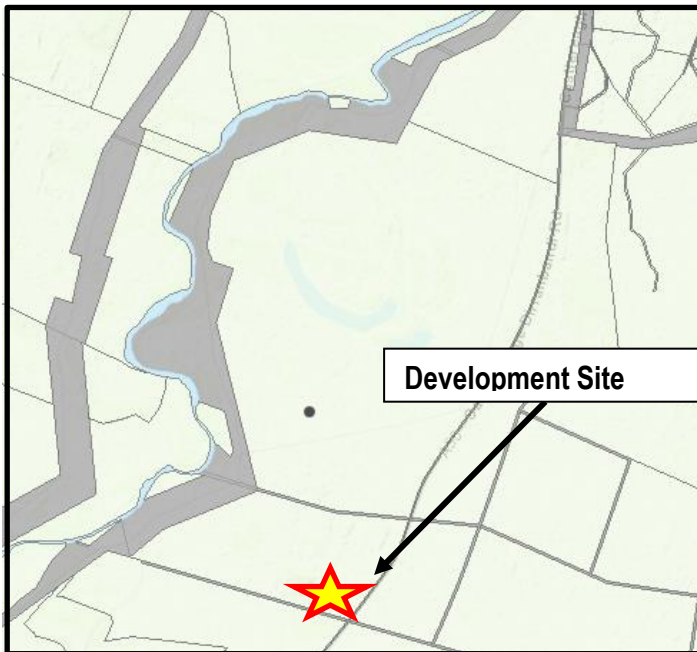


Figure 3: Zoning – Rural Zone

Source: Balonne Shire Online Mapping Tool

Vegetation

The development site contains sparse areas of the following Matters of State Environmental Significance (MSES) identified on the Queensland State Planning Policy (SPP) Interactive Mapping System.

- MSES - Regulated vegetation (category B)
- MSES - Regulated vegetation (category C)
- MSES - Regulated vegetation (wetland)
- MSES - Regulated vegetation (intersecting a watercourse)
- MSES - High ecological significance wetlands

The proposed telecommunications tower will be located outside of these areas of Matters of State Environmental Significance.

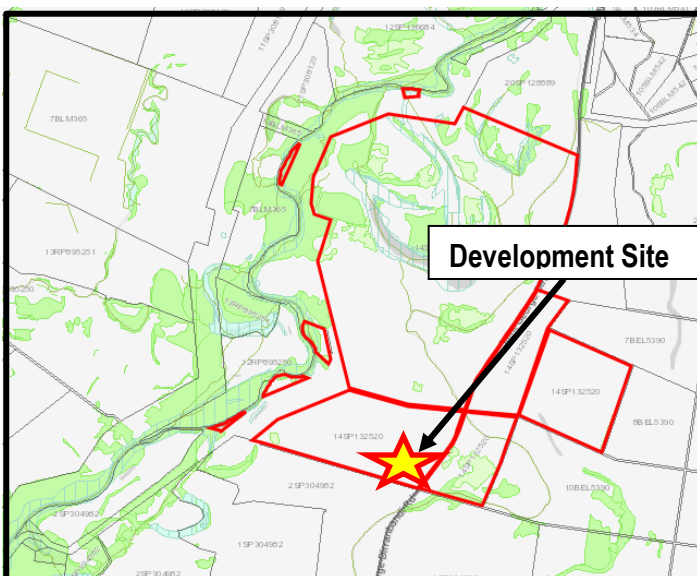
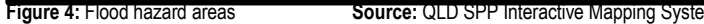


Figure 4: MSES

Source: QLD SPP Interactive Mapping System



The site also contains areas of bushfire hazards areas identified on the Queensland State Planning Policy Interactive Mapping System.

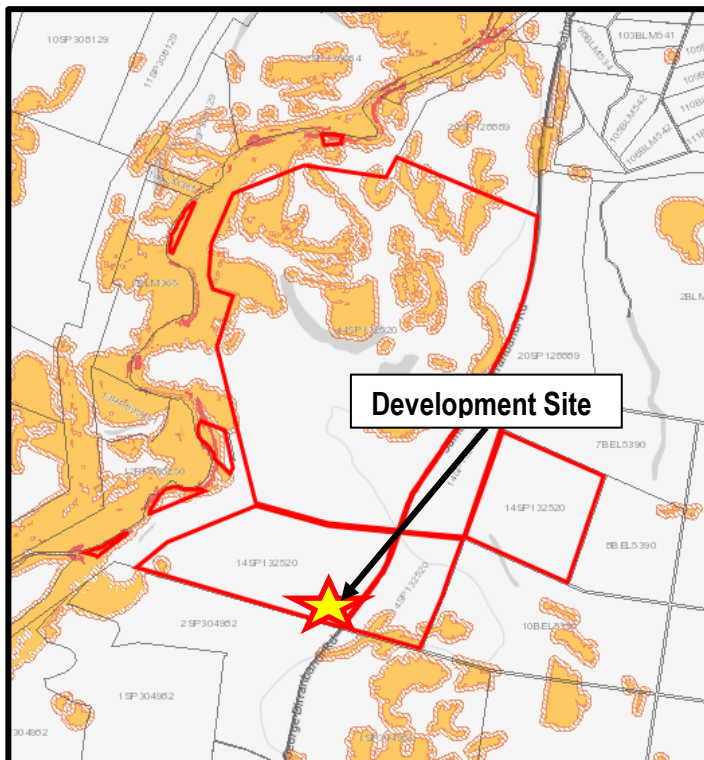


Figure 4: Bushfire hazard areas

Source: QLD SPP Interactive Mapping System

ASSESSMENT

The proposal constitutes a *material change of use* as defined in the *Planning Act 2016* (being *the start of a new use of the premises*).

The proposed use is defined as “Telecommunications facility” in the *Balonne Shire Planning Scheme 2019* (the Planning Scheme):

Telecommunications facility means:

Premises used for systems that carry communications and signals by means of radio, including guided or unguided electromagnetic energy, whether such facility is manned or remotely controlled.

Examples include: Telecommunication tower, broadcasting station, television station

Pursuant to Section 45 of the *Planning Act 2016*, a Code Assessable application is an assessment that must be carried out only -

- (a) *against the assessment benchmarks in a categorising instrument for the development; and*
- (b) *having regard to any matters prescribed by regulation.*

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 4 Local Government Infrastructure Plan
- Part 5 Tables of assessment
- Part 6 Zones
 - Part 6.2.5 Rural zone code
- Part 7 Development Codes
 - Part 7.3.1 General development code
 - Part 7.4.3 Flood hazard overlay code

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. The Tables of Assessment identify the level of assessment for the proposed land use in the proposed location as “Code Assessment.”

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 Rural Zone.

Part 6.2.5 Rural zone code

The purpose of the rural zone code is to:

- (a) primarily accommodate grazing and value-adding rural uses (such as cropping) where they do not conflict with petroleum leases or facilities or stock routes.
- (b) ensure the productive capacity of agricultural and associated rural industries that rely on Important Agricultural Areas (IAA) land and identified as IAA as shown on [SPP mapping – Economic Growth, Agriculture](#) is maximised and maintained while protecting biodiversity values including MSES and also allowing for farm diversification and value adding industries to occur in the rural area.
- (c) maintain the character and amenity of the rural and natural environment.
- (d) encourage tourism development where it can value-add to the viability of rural enterprises, does not diminish biodiversity values including MSES and avoids impacts of flooding and bushfire.
- (e) ensure that the stock route network is maintained and protected from inappropriate or incompatible development.
- (f) ensure development protects extractive resources development from reverse amenity impacts resulting from existing and proposed rural uses and, also protects new rural uses from impacts of existing or future extractive industries by maintaining separation distances or buffers.
- (g) ensure development does not obstruct the safe and efficient operation of pipelines.
- (h) enables the development and supply of renewable energy such as solar farms, geothermal energy, bioenergy, hydropower and wind at the regional, local and individual scale in appropriate locations.

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

- (a) the zone primarily accommodates grazing and value-adding rural uses where they do not conflict with petroleum leases or facilities or stock routes.
 - (b) new small-scale tourist developments are accommodated where they:
 - i are associated with and do not threaten the viability of existing rural uses.
 - ii assist with maintaining the viability of existing rural production enterprises.
 - iii support and add to the quality of experiences on the Adventure Way and Great Inland Way.
 - iv protect extractive resources of local and state significance and operating extractive industry from encroachment by incompatible uses.
 - (c) new extractive industries are established only where they do not impact on the viability of existing agricultural, residential and tourist uses.
 - (d) biodiversity values and ecological connectivity associated with MSES are protected and maintained.
- development is serviced with infrastructure including formal road access and is appropriate for the level of risk associated with any flood and bushfire hazard.

The proposed development complies with the Purpose and Outcomes of the Rural zone because:

- The telecommunications facility will allow the continuation of existing rural activities occurring on the property;
- The location has been sited on the lot to ensure that biodiversity values and ecological connectivity associated with MSES, will not be encroached on;
- No pipelines are located within the vicinity of the proposed development;
- Given the nature of the proposed use, being for telecommunications purposes, existing activities located within the Rural Zone will not be negatively impacted. It is considered that the use coexists with agricultural activities being that it has a small development footprint and once constructed only needs to be accessed once a year for maintenance purposes; and
- The telecommunication tower will be located outside of the designated bushfire areas.

Whilst the telecommunication tower will be located in a flood hazard area, it is unlikely to result in an unacceptable risk for persons or property or result in an undesirable impact of the extent and magnitude of flooding because;

- The facility once constructed is unmanned and is serviced intermittently through the year (twice a year, unless otherwise warranted);
- It will be designed so as to be resistant to flooding as far as practical and in accordance with the conditions of the development permit, the Building Code of Australia and the relevant Australian Standards; and
- It is prefabricated and all critical infrastructure will be raised above the flood level on steel piers (per the approved plans).

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 Proposed uses established in the Rural zone do not conflict with existing rural land uses or the biodiversity (including MSES), scenic and community values of the area.	<p style="text-align: center;">✓</p> <p>The proposed telecommunications facility is considered to be able to coexist with existing agricultural operations occurring on the property given the small footprint of the development as well as being unmanned and only maintained once a year once constructed. Additionally, no reverse amenity impacts to the rural activities on the property and in the surrounding area will occur as a result of the development given that the use is not 'sensitive'.</p> <p>It is proposed that the telecommunications tower will be located outside areas of identified biodiversity (including MSES) identified within the site.</p> <p>While the tower will be visible from the road it is a use commonly found in the rural area and furthermore the width and construction materials of the tower will</p>

	<p>reduce visual bulk when seen from the road (i.e. not made of solid materials).</p> <p>The purpose of the facility, to allow internet connectivity to remote communities, can be recognised as an essential community service and therefore positively adds to the surrounding community.</p> <p>It is recognised also that telecommunications facilities are not uncommon in rural areas around Balonne Shire.</p>
<p>PO2 Uses established in the Rural zone do not conflict with:</p> <ul style="list-style-type: none"> (a) petroleum infrastructure that occurs on petroleum leases or under petroleum facility licences and pipeline licences. (b) the function of stock routes. (c) mining leases and claims. 	<p>N/A – The proposed development is not located within the vicinity of a pipeline.</p> <p>The site adjoins a stock route directly west of the property boundary. However, the site access does not front this network therefore, there will be no conflict/impact are result of the proposed development.</p> <p>The property is identified as 'priority agricultural area'. As previously stated, the telecommunications facility will have a small footprint and therefore will not negatively impact on existing agricultural operations which will continue to be the predominant use of the lot consistent with the purpose of the rural zone.</p>
<p>PO3 Tourist uses that support the primary rural uses on the site are limited in scale and do not threaten the viability of traditional rural uses.</p>	<p>N/A - The proposed development is not for a tourist use.</p>
<p>PO4 Extractive industry is adequately separated from sensitive land uses to minimise potential for nuisance or complaint.</p>	<p>N/A - The proposed development is not for an extractive industry.</p>
<p>PO5 Development is connected to an appropriate level of infrastructure services.</p>	<p style="text-align: center;">✓</p> <p>The proposed telecommunications facility requires minimal infrastructure connections. Access to the development will gain access from an existing gravel access of St George Dirranbandi Road which is considered appropriate for the proposed. The proposed development doesn't not require water or sewerage supply connections.</p> <p>The proposed development will be connected to existing electricity supply power onsite.</p>

<p>PO6</p> <p>Development is located to protect sensitive land uses from the impacts of previous activities that may cause risk to people or property including land containing former mining activities and hazards e.g. disused underground mines, tunnels and shafts.</p> <p>Note: A geotechnical assessment report prepared by a suitably qualified and experienced person will assist in demonstrating the achievement of the performance outcome where a possible risk from former mining activities is identified through local knowledge, a pre-development ground inspection, Schedule 4 – Online Mapping Resources – Mines Online Maps, or other sources.</p>	<p>N/A – The proposed development is not for a sensitive land use nor is the subject site identified as being located on an area where previous mining activities and hazards have occurred.</p>
<p>PO7</p> <p>Renewable energy facilities are located and designed to avoid adverse impacts on sensitive uses including impacts on privacy, safety, noise, odour and fumes by lighting and traffic generation.</p>	<p>N/A - The proposed development is not for a renewable energy facility.</p>

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 area on the property that 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 is consistent with the existing character of the rural zone being that there are existing telecommunications facilities located in the rural area;
- The proposed development will be connected to electricity supply and has direct access to the road network;
- The proposed development will allow for adequate manoeuvring onsite to allow for safe and efficient access and egress from the site;
- The proposed development will not conflict with the ongoing efficient and safe use of the stock route network; and
- The development is appropriately separated from pipelines and will not impact on 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.	<div style="text-align: right;">✓</div> The proposed development for telecommunications tower and associated infrastructure footprint on the agricultural land located in the rural zone will be minimal in area, being 25 x 25 metres. Given the small footprint of the development as well as being unmanned and only maintained once a year once constructed it is considered that the predominant agricultural uses intended for the rural zone and surrounding localities will continue to be the dominant landscape of the area and the telecommunications facility will not change the local character of the rural 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.	N/A – Given the nature of the development being for a telecommunications tower, once constructed the facility being unmanned and being located in the rural zone landscaping is considered not necessary.
Building Design	

<p>PO3 New development maintains the low-rise scale and character of the Shire.</p>	<p style="text-align: center;">✓</p> <p>While the proposed telecommunications facility will be 45 metres in height, it is not an uncommon feature within the rural zone with other towers located in the Balonne Shire rural landscape. For the facility to provide appropriate internet services to the community it is required to be of substantial height. The construction materials of the tower allow some transparency therefore reducing the visual bulk and scale of the facility. It is considered that the development will not negatively impact on the character of the rural zone.</p>
<p>PO4 New buildings or structures present a traditional façade to the street.</p>	<p>N/A – The proposed development is for a telecommunications facility located in the rural zone.</p>
<p>PO5 Development is generally in accordance with existing setbacks within the locality.</p>	<p style="text-align: center;">✓</p> <p>Given the developments location within the Rural zone, there are no buildings or structures in proximity to use as a benchmark for setbacks. The proposed facility will be setback 100 metres from the Saint George Dirranbandi Road.</p>
<p>PO9 Other than where located in the Rural zone, buildings and structures for ancillary uses and activities such as sheds are subordinate in use and size to the primary use of the premises.</p>	<p>N/A – The proposed development is located within the rural zone and does not propose any ancillary uses.</p>
<p>Ancillary Uses</p>	
<p>PO10 The proposed development accommodates sufficient car parking on site.</p>	<p style="text-align: center;">✓</p> <p>Once the facility is operational it will continuously operate unmanned and generally only requires maintenance once a year over one day. As such there will be minimal traffic generation therefore an official car parking area is considered unnecessary.</p>
<p>PO11 The proposed driveway is clear of all impediments.</p>	<p style="text-align: center;">✓</p> <p>There is will be no change to the existing access driveway location off the St George Dirranbandi Road, which is clear of impediments. If the application is to be approved by Council conditions of development approval will require the access be maintained in accordance with Balonne Shire Council (BSC) standards.</p>
<p>PO12 The location of driveways does not create a danger to the safety and efficiency of existing intersections.</p>	<p style="text-align: center;">✓</p> <p>The development site is located a significant distance from nearby intersections which will not impact or create any danger to the safety and efficiency to the existing intersections.</p> <p>If the application is to be approved by Council, a condition on the development approval will require the existing crossover access to the property have horizontal and</p>

	vertical sight distance at access point to St George – Dirranbandi Road to be not less than 110 metres.
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. 	<p style="text-align: center;">✓</p> <p>If the application is to be approved by Council, conditions of development approval will require the existing crossover to be maintained in accordance with BSC standards.</p> <p>It is considered that the existing access to the development site is suitable for the activity given that once constructed the telecommunications facility will be unmanned and only have vehicles to the site once a year.</p> <p>Given and nature and location of the development it is not considered necessary require pedestrian or disability access.</p>
Infrastructure and Services	
PO14 The development is supplied with an appropriate level of infrastructure to support the intended use.	<p style="text-align: center;">✓</p> <p>The proposed development will be connected to an electricity supply.</p>
PO15 All development has an adequate supply of potable water and can provide for appropriate treatment and disposal of effluent and other wastewater. 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>N/A – The proposed development does not require connection water or sewerage supplies to operate.</p>
PO16 Stormwater is collected and discharged to ensure no impacts on adjoining landowners, BSC or State infrastructure while also ensuring environmental values of waters in the Shire are maintained.	<p style="text-align: center;">✓</p> <p>The proposed development incorporates minimal hard surface areas and therefore stormwater runoff will be negligible. The proposed development does not require an effluent disposal system.</p>
PO17 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>N/A – The development will not result in any wastewater discharge given that it is an unmanned facility which transparent construction materials (lattice tower).</p>
BSC assets	

PO18 Structures and buildings do not adversely impact on BSC infrastructure.	N/A – The development is not in proximity to any BSC infrastructure. With respect to the local government road reserve Castlereagh Highway (St George - Dirranbandi Road) the development will create no impact on this asset given the telecommunications facility will be unmanned and access to the site will be infrequently.
Electricity infrastructure	
PO29 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.	✓ The subject site is not located near major electricity infrastructure or substations.
Local heritage places	
PO30 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.	✓ The subject site is not located near a local heritage place.
Aviation facilities	
PO32 Development does not interfere with the function of air service facilities SPP mapping – Infrastructure – Strategic Airport and Aviation Facilities .	✓ The proposed development will not interfere with the function of the St George airport.

7.4.3 Flood Hazard Overlay code

The purpose of the Flood hazard overlay code is to:

- (a) *Provide for the assessment of the suitability of development in the Flood hazard overlay area to ensure that risk to life, property, community, economic activity and the environment during flood events is minimised.*
- (b) *Ensure that development does not increase the potential for flood damage on-site or to other property.*

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

- (a) *The development siting, layout, and access responds to the risk of the flood hazard and minimises risk to personal safety.*
- (b) *The development is resilient to flood events by ensuring siting and design accounts for the potential risks of flood hazards to property.*
- (c) *The development supports and does not unduly burden disaster management response or recovery capacity and capabilities.*
- (d) *The development directly, indirectly and cumulatively avoids an unacceptable increase in severity of the flood hazard and does not significantly increase the potential for damage on the site or to other properties.*
- (e) *The development avoids the release of hazardous materials as a result of a flood event.*
- (f) *Natural processes and the protective function of landforms and/or vegetation are maintained in natural hazard areas.*

Whilst the telecommunications tower will be located in a flood hazard area the proposed development complies with the Purpose and Outcomes of the Flood Hazard Overlay Code because;

- It will not result in an unacceptable risk for persons or property and will not unduly burden disaster management response or recovery capacity and capabilities as once constructed the facility will operate unmanned (serviced intermittently through the year twice a year, unless otherwise warranted);
- The development is relatively small in scale in the overall context of the premises and therefore will not result in an undesirable impact on the extent and magnitude of flooding or potential for flood damage on-site or to other property;
- It will be designed so as to be resistant to flooding as far as practical and in accordance with the conditions of the development permit, the Building Code of Australia and the relevant Australian Standards;
- The proposed development will not pose any risks of hazardous materials being released; and
- Landforms and vegetation will be maintained.

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
Built Form	
PO1 Development is resilient to flood events by ensuring design and built form to account for the potential risks of flooding.	✓ The proposed telecommunications facility is an unmanned facility once constructed. The structure will be designed to allow for flow of flood waters and will be resistant to flooding as far as practical and in accordance with the conditions of the development permit, the Building Code of Australia and the relevant Australian Standards.
Development siting and layout	
PO2 Development siting and layout, responds to flooding potential and maintains personal safety at all times.	N/A – The proposed development does not involve the creation of any new lots. Once the telecommunications facility is constructed the facility will be unmanned and will be serviced intermittently through the year (once a year, unless otherwise warranted) therefore signage indicating safe evacuation routes, hazard warning signage and depth indicators is considered unnecessary.
Effects on flood behaviour	
PO3 Development directly, indirectly and cumulatively avoids any increase in water flow velocity or flood level and does not increase the potential for flood damage either on site or on other properties ⁷ .	✓ The development is relatively small in scale in the overall context of the premises and design of the structure will unlikely increase in water flow velocity or flood level and will not increase the potential for flood damage on site or other properties. The proposed development will not involve any physical alteration to a watercourse or floodway including vegetation clearing.

Hazardous materials	
PO4 Development avoids the release of hazardous materials or contaminants into floodwaters.	N/A – The proposed development is for a telecommunications facility which is unlikely to release of hazardous materials or contaminants into floodwaters.
Disaster management responses	
PO5 The development supports, and does not unduly burden, disaster management response or recovery capacity and capabilities.	✓ Once constructed the proposed telecommunications facility will be unmanned. Therefore, will not result in an unacceptable risk for persons will not unduly burden disaster management response or recovery capacity and capabilities.
Community infrastructure	
PO6 Development involving community infrastructure (defined as Sensitive Land Uses and Community Oriented Uses under this planning scheme): (a) remains functional to serve community need during and immediately after a flood event. (b) is designed, sited and operated to avoid adverse impacts on the community or environment due to the impacts of flooding on infrastructure, facilities or access and egress routes. (c) retains essential site access during a flood event. (d) and is able to remain functional even when infrastructure or services may be compromised in a flood event.	N/A – The proposed development does not involve community infrastructure.

Referral Agencies

Not applicable.

Public Notification and Submissions

Not applicable.

Link to Corporate Plan

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

Consultation (internal/external)

Internal referrals

Director Infrastructure Services - Andrew Boardman

Planning Officer – Fiona Macleod

Legal Implications

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

Policy Implications

Council's planning policies apply.

Financial and Resource Implications

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

Attachments

1. Attachment 1: MCU 183 Proposal Plans.pdf [↓](#)

Recommendation/s

That:

1. Council approves the development application MCU183 for a Material Change of Use – “Telecommunications Facility” on land located at 1880 Castlereagh Highway (Saint George Dirranbandi Road), St George, described as Lot 14 on SP132520 subject to the permit conditions listed below.

DEVELOPMENT PERMIT CONDITIONS

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 a “**Telecommunications Facility**” means premises used for systems that carry communications and signals by means of radio, including guided or unguided electromagnetic energy, whether such facility is manned or remotely controlled.
- 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 any cut exceeds 100m³ and/or filling works that exceed 500m³.
- 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.

Use

- 1. The approved development is a Material Change of Use - "Telecommunications Facility" as defined in the Planning Scheme and as shown on the approved plans.
- 2. A development permit for building works must be obtained prior to commencing construction of the telecommunications facility.
- 3. 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
067-B003-2 Issue A	Site Plan	29/07/2020
RQ5341-1-2 Revision A	Sample Drawing 45m RT40 General Arrangement	16/05/2018

- 4. 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.

Compliance inspection

- 5. 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.
- 6. Prior to the commencement of the use, the applicant shall contact Council to arrange a development compliance inspection.

Applicable Standards

- 7. All works must comply with:
 - a) the development approval conditions;
 - b) any relevant provisions in the Planning Scheme
 - c) any relevant Australian Standard that applies to that type of work; and
 - d) 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

8. The developer shall ensure that all approved 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.
9. 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).

Safety

10. Any required obstacle lighting or marking is to be installed and maintained on the approved "Telecommunication Facility" in accordance with the Civil Aviation Safety Authority's (CASA) and *Manual of Standards Part 139 – Aerodromes*.

Waste Management

11. 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*.
12. All waste generated on-site must be managed in accordance with the waste management hierarchy as detailed in the *Waste Reduction & Recycling Act 2011*.

Stormwater Drainage

13. Stormwater drainage is to be provided in accordance with:
 - a) Queensland urban drainage manual, 3rd Edition, Queensland Department of Energy and Water Supply, 2013;
 - b) Pilgrim, DH, (ed)., *Australian Rainfall & Runoff – A Guide to Flood Estimation*, Institution of Engineers, Australia, Barton, ACT, 1987; and
 - c) Class 1 and Class 10 buildings – National Construction Code, Volume 2.

Earthworks and Construction

14. 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.

Avoiding Nuisance

15. 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.

16. Lighting of the site, including any security lighting, shall be such that the lighting intensity does not exceed 8.0 lux at a distance of 1.5 metres from the site at any property boundary.
17. All lighting shall be directed or shielded so as to ensure that no glare directly affects nearby properties.
18. 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.
19. 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.

Services

20. The proposed development must be connected to an electricity supply that is adequate for the use.

Access

21. The landowner shall be responsible for the maintenance of vehicle crossovers from the road carriageway to the property boundary. 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.
22. Vehicle access and manoeuvring shall be maintained generally in accordance with *Balonne Shire Council's Private property Entrance Policy* dated 15 January 2010 ensuring no damage to the roadway.
23. Horizontal and Vertical Sight distances at the access point to Castlereagh Highway (St George - Dirranbandi Road) to be no less than 110 metres.
24. 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.

No Cost to Council

25. 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

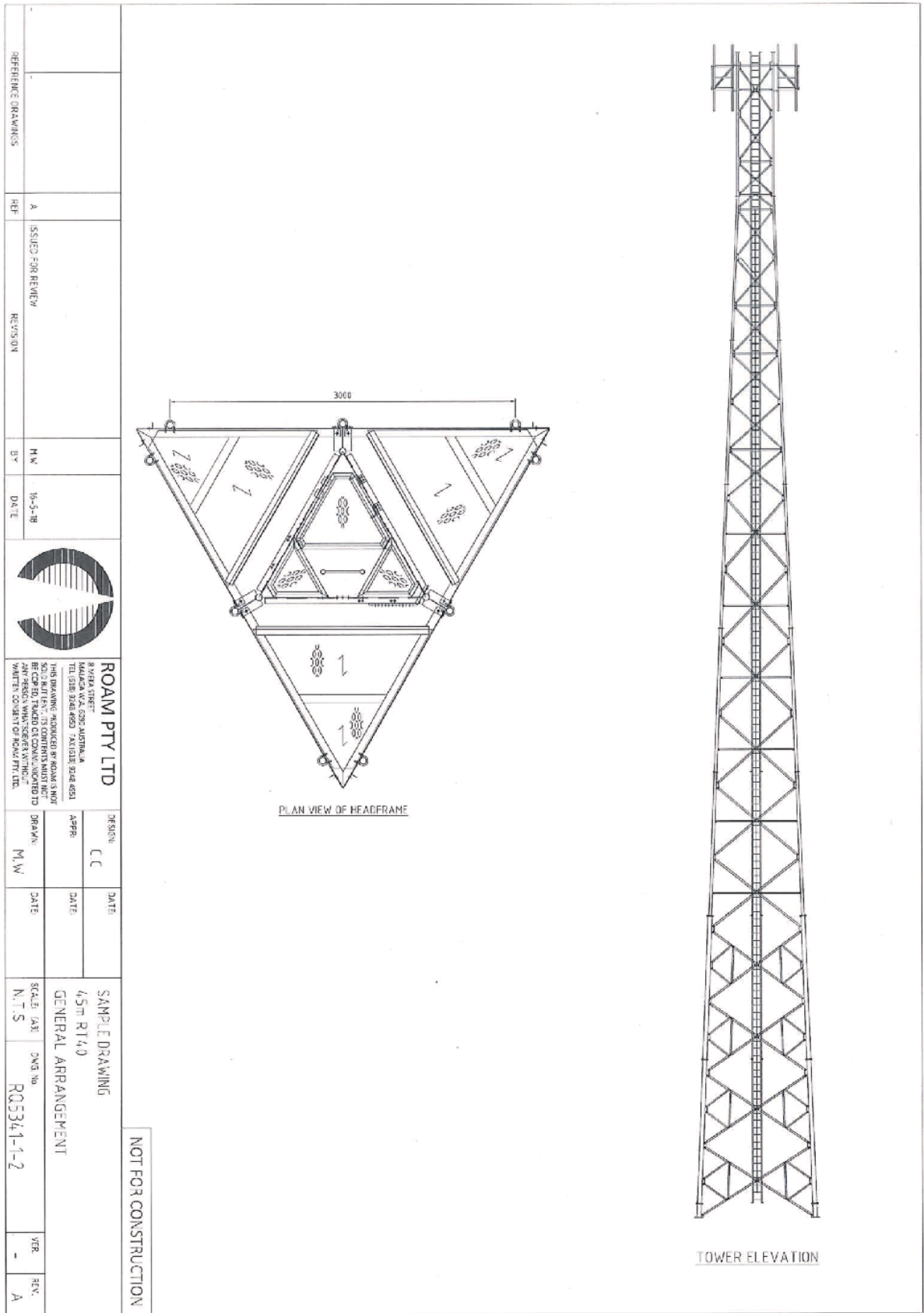
26. Where another condition refers to a specific published standard, manual or guideline, including specifications, drawings, provisions and criteria within those documents, that condition shall be deemed as referring to the latest versions of those publications that are publicly available at the commencement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

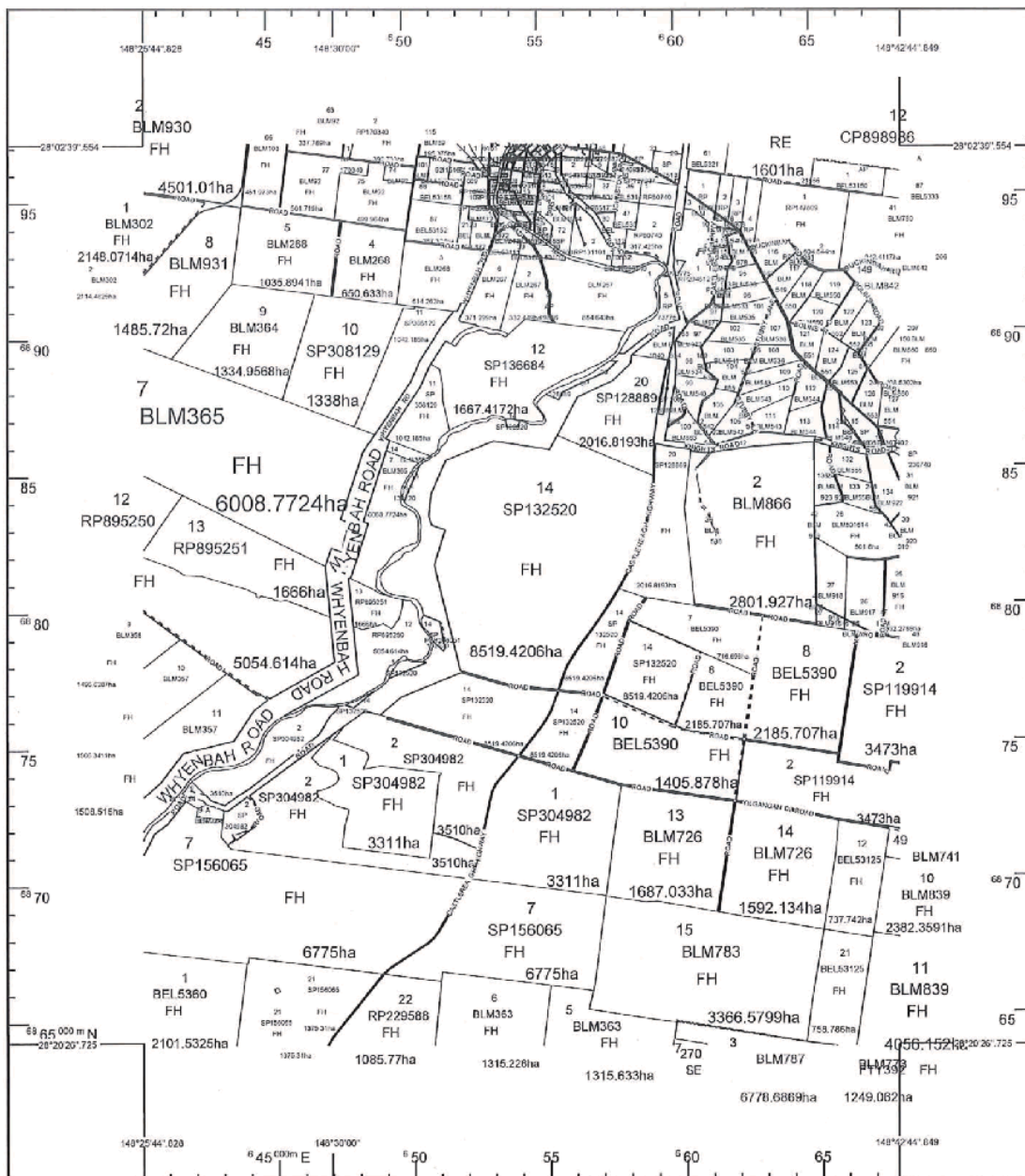
Application Documentation

27. 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'.

Digby Whyte

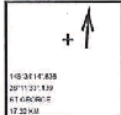
Director Environment & Regulatory Services





STANDARD MAP NUMBER
8641.43244

MAP WINDOW POSITION &
NEAREST LOCATION



SUBJECT PARCEL DESCRIPTION

DCDR	14/SP132520
Lot/Plan	8516.4206ha
Tenure	FREEHOLD
Local Government	BALONNE SHIRE
Locality	ST GEORGE
Segment/Parcel	47465407

CLIENT SERVICE STANDARDS

PRINTED (ddmm/yyyy) 04/07/2020

DCDR 02/07/2020 (Lots with an area less than 5,000ha are not shown)

Users of the information recorded in this document (the information) accept all responsibility and risk associated with the use of the information and should seek independent professional advice in relation to dealings with property.

Despite Department of Natural Resources, Mines and Energy (DNRM) best efforts, DNRM makes no representations or warranties in relation to the information, and, to the extent permitted by law, exclude or limit all warranties relating to correctness, accuracy, reliability, completeness or currency and all liability for any direct, indirect and consequential costs, losses, damages and expenses incurred in any way (including but not limited to that arising from negligence) in connection with any use of or reliance on the information.

For further information on SmartMap products visit
<https://www.qld.gov.au/housing/buying-owning-home/property-land-values/smartmaps>

SmartMap

An External Product of
SmartMap Information Services

Based upon an extraction from the
Digital Cadastral Data Base



Queensland
Government
(c) The State of Queensland,
(Department of
Natural Resources,
Mines and Energy) 2020.

ePMP™ 3000 Sector Antenna



Cambium Networks has deployed more than five million radios around the world achieving unparalleled degrees of scalability. Continuing the tradition of designing and manufacturing industry leading antenna solutions, the ePMP 3000 4X4 sector antenna encompasses all the key differentiations of the Cambium Antenna line and adds 4X4 Multi User MIMO Capability. Designed to work in 5 GHz spectrum and 90 degree coverage, the antenna is an integral part of the ePMP 3000 Access Point and allows for Multi User MIMO Operation.

KEY DEPLOYMENT ADVANTAGES

- **Frequency Re-use:** Designed for ABAB channel re-use (two channels covering four sectors), the sector antenna has a minimum 30 dB front to back ratio over a wide rear facing aperture.
- **Channel Flexibility:** Consistent gain from 4.9 to 6.0 GHz allows the operator to select a channel anywhere in the band and achieve the expected performance.
- **Consistent Coverage:** Excellent null fill capabilities of the antenna allow for broad geographical coverage within a sector even near the base of the tower and the edges of the sector.
- **Designed for the Installer:** Small, compact design, integrated ePMP radio mount and GPS antenna integration.
- **Predictable Performance:** The sector antenna is integrated into Cambium Networks LINKPlanner. The 3D model shows coverage at all elevations and across the azimuth.

KEY SPECIFICATIONS:

- 17 dBi gain
- 4.9 to 5.97 GHz spectrum
- 30 dBi front to back ratio
- IP 65 ruggedization

SPECIFICATIONS

ePMP 3000 SECTOR ANTENNA	
Model Number	C050910D301A
Frequency Range	4.9 GHz to 5.97 GHz
Gain	17 dBi
3 dB Beamwidth - Azimuth	70 degrees
3 dB Beamwidth - Elevation	6 degrees
Electrical Downtilt	-2 degrees
Polarization	2X Horizontal, 2X Vertical

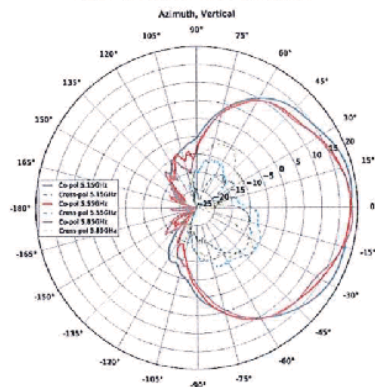
SPECIFICATIONS

ePMP 3000 SECTOR ANTENNA

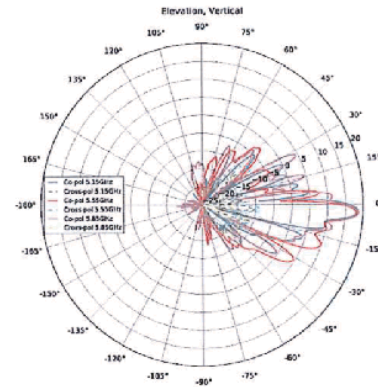
Model Number	C050910D301A
Port-to-Port Isolation	> 20 dB
Front-to-Back Ratio	30 dB
Maximum Input Power	5 W
Input Impedance	50 ohms
Mounting Connectors	4 x RP SMA
Mounting Hardware	Included for mounting to mast diameters 2" to 4" (5 cm to 10 cm) -10 to +5 degree tilt Hardware included to connect ePMP access point to back of antenna body
Physical Dimensions	Antenna Body: 23.4" (H) x 9.6" (W) x 3.25" (D) (594 mm x 157 mm x 110 mm)
Weight	Antenna Body: 8.0 lbs, 3.7 kg w/ ePMP 3000 Access Point and Mounting Brackets: 13.8 lbs, 6.3 kg
Environmental	IP65
Radome Material	UV Protected ABS
Operating Temp	-40°C to 60°C (-40°F to 140°F)

ANTENNA PATTERNS

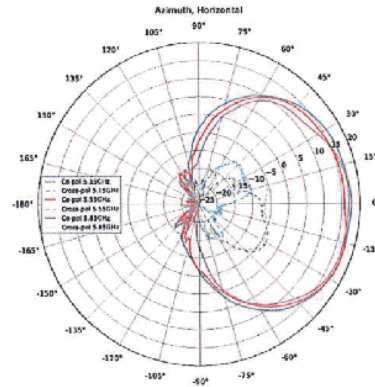
Channel 0 Vertical Polarization Azimuth



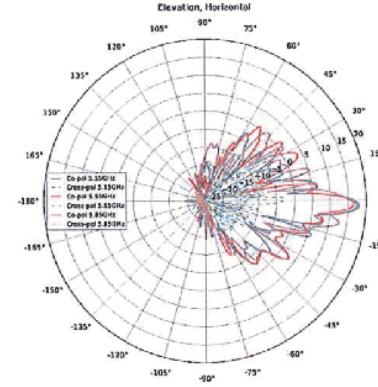
Channel 0 Vertical Polarization Elevation



Channel 1 Vertical Polarization Azimuth

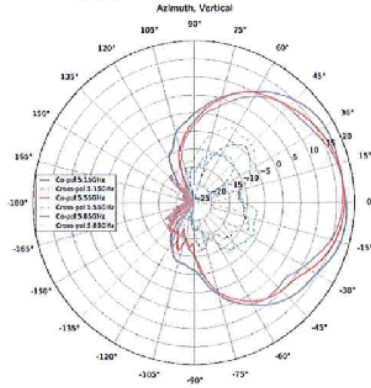


Channel 1 Vertical Polarization Elevation

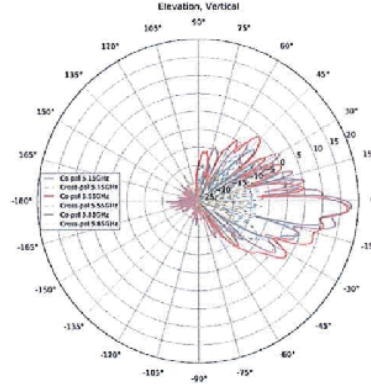


ANTENNA PATTERNS

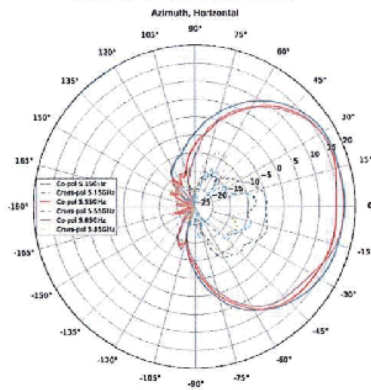
Channel 2 Vertical Polarization Azimuth



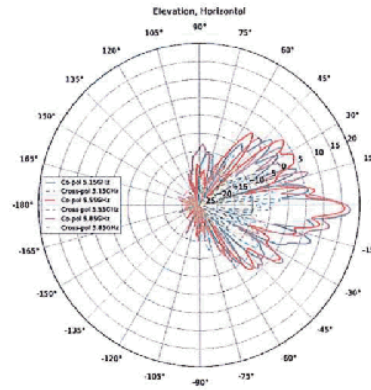
Channel 2 Vertical Polarization Elevation



Channel 3 Vertical Polarization Azimuth



Channel 3 Vertical Polarization Elevation



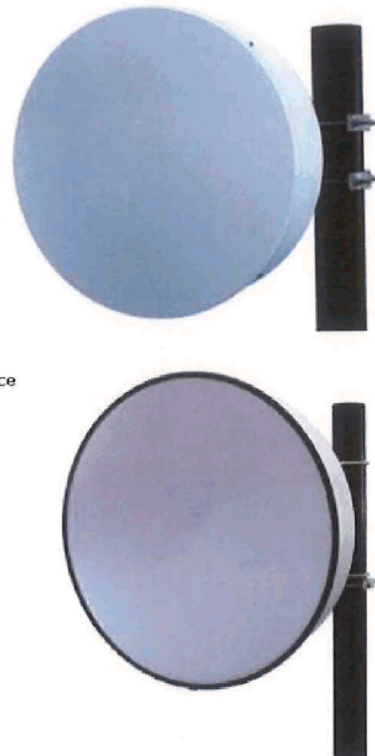
© 2018 Cambium Networks Ltd. All rights reserved.

SS-ePMP™ 3000 Sector Antenna 10012018



5.25 - 5.85 GHz High Performance Dual Pole Parabolic Reflector Antenna

High Performance Dual Pole Parabolic Reflector Antennas from Cambium Networks are well-suited for deployment with any of the sub-6 GHz PTP products. They are engineered to provide ETSI class 2/3 radiation pattern performance as well as excellent gain. Field-proven preassembled antennas and robust pole mounts ensure "set and forget" installation with minimal post installation maintenance. The included radome ensures robust and reliable performance under the most challenging conditions.



FEATURES AND BENEFITS:

- High Performance ETSI Class 2/3* Parabolic Antennas – Excellent performance for a wide range of applications
- Fully Preassembled at the Factory – Simplifies installation on site and guarantees "factory tested" quality
- Industry leading 7year warranty
- Suitable for deployment with PTP 650, PTP 670, PTP 700 and PTP 450i connectorized radios.
- Fully supported in LINKPlanner™ providing accurate predictions of PTP link performance and availability. LINKPlanner™ is available at no charge from the support website at cambiumnetworks.com.

*ETSI Class depends on frequency band

SPECIFICATIONS

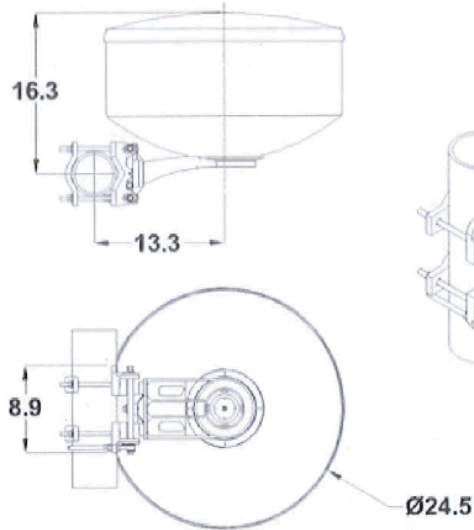
GENERAL

Antenna Type	High Performance Parabolic Reflector Antenna
Size, nominal	2 ft (0.6 m); 3 ft (0.9 m); 4 ft (1.2 m)
Polarization	Dual
Standard RF Connector Type	N-Female

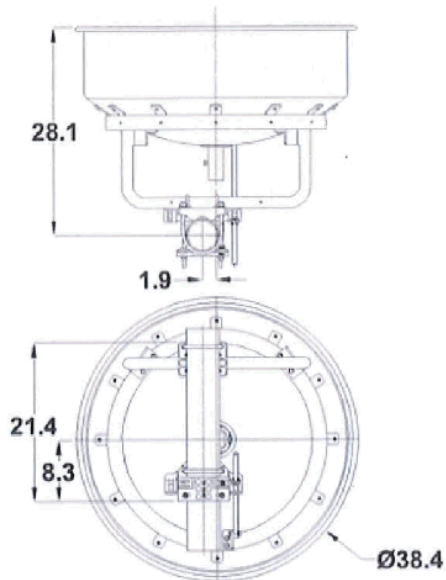
SPECIFICATIONS

ELECTRICAL	2 FT (0.6 M)	3 FT (0.9 M)	4 FT (1.2 M)
Model Number	RDH4508B	RDH4509B	RDH4510B
Description	5.25-5.85 GHz, 2-FT (0.6M), HIGH PERFORMANCE DUAL-POL	5.25-5.85 GHz, 3-FT (0.9M), HIGH PERFORMANCE DUAL-POL	5.25-5.85 GHz, 4-FT (1.2M), HIGH PERFORMANCE DUAL-POL
Operating Frequency Band	5.25 - 5.85 GHz	5.25 - 5.85 GHz	5.25 - 5.85 GHz
Half Power Beamwidth, Horizontal	6.1 degrees	4.2 degrees	3 degrees
Half Power Beamwidth, Vertical	6.1 degrees	4.2 degrees	3 degrees
Cross-Polarization Discrimination	28 dB	30 dB	30 dB
Front to Back Ratio (F/B)	44 dB	46 dB	49 dB
Gain, Low Frequency	28.3 dB	31.8 dB	34.2 dBi
Gain, Mid Frequency	28.8 dB	32.3 dBi	34.7 dBi
Gain, High Frequency	29.3 dB	32.8 dBi	34.7 dBi
VSWR	1.5:1	1.5:1	1.5:1
Return Loss	-14 dB	-14 dB	-14 dB
MECHANICAL	2 FT (0.6 M)	3 FT (0.9 M)	4 FT (1.2 M)
Model Number	RDH4508B	RDH4509B	RDH4510B
Description	5.25-5.85 GHz, 2-FT (0.6M), HIGH PERFORMANCE DUAL-POL	5.25-5.85 GHz, 3-FT (0.9M), HIGH PERFORMANCE DUAL-POL	5.25-5.85 GHz, 4-FT (1.2M), HIGH PERFORMANCE DUAL-POL
Fine Azimuth Adjustment	+/- 10 degrees	+/- 10 degrees	+/- 10 degrees
Fine Elevation Adjustment	+/- 30 degrees	+/- 25 degrees	+/- 25 degrees
Mounting Pipe Diameter, Min	2 inch 5.08 cm	4.5 inch 11.4 cm	4.5 inch 11.4 cm
Mounting Pipe Diameter, Max	4.5 inch 11.4 cm	4.5 inch 11.4 cm	4.5 inch 11.4 cm
Net Weight	27 lbs 12.3 kg	50 lbs 12.3 kg	85 lbs 38.3 kg
Wind Velocity Operational	90 mph 145 km/h	90 mph 145 km/h	90 mph 145 km/h
Wind Velocity Survival Rating	125 mph 201 km/h	125 mph 201 km/h	125 mph 201 km/h
Axial Force (FA)	202 lbs 899 N	403 lbs 1972 N	737 lbs 3278 N
Side Force (FS)	100 lbs 445 N	200 lbs 890 N	365 lbs 1623 N
Twisting Moment (MT)	194 ft-lbs 263 Nm	344 ft-lbs 466 Nm	784 ft-lbs 1063 Nm
Operating Temperature Range	-40 to +60 C	-40 to +60 C	-40 to +60 C
Max Pressure, PSIG, (if waveguide interface)	5	5	5
REGULATORY COMPLIANCE			
RoHS compliant	Yes	Yes	Yes
SHIPPING INFORMATION	2 FT (0.6 M)	3 FT (0.9 M)	4 FT (1.2 M)
Model Number	RDH4508B	RDH4509B	RDH4510B
Description	5.25-5.85 GHz, 2-FT (0.6M), HIGH PERFORMANCE DUAL-POL	5.25-5.85 GHz, 3-FT (0.9M), HIGH PERFORMANCE DUAL-POL	5.25-5.85 GHz, 4-FT (1.2M), HIGH PERFORMANCE DUAL-POL
Package Type	Cardboard	Wood Crate	Wood Crate
Gross Weight	48 lbs 28.7 kg	143 lbs 69.8 kg	196 lbs 88.9 kg
Dimensions, L x W x H	31 x 31 x 25in 79 x 79 x 64 cm	47 x 28 x 49in 119 x 71 x 122 cm	59 x 35 x 60in 180 x 89 x 152 cm
Shipping Volume	13.9 cu ft 0.39 cu m	36.56 cu ft 1.04 cu m	71.7 cu ft 2.03 cu m

TECHNICAL DRAWINGS

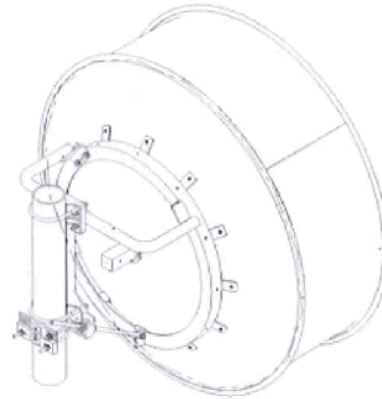
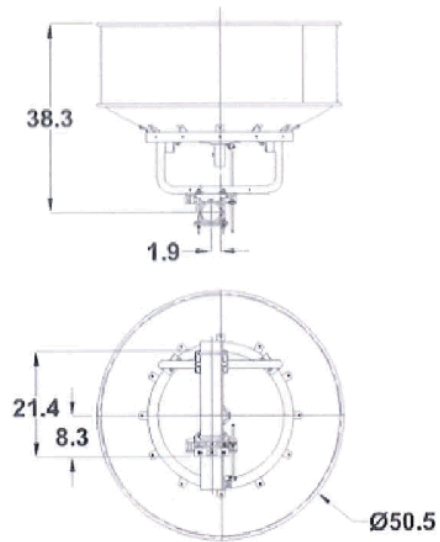


RDH4508B 5.25-5.85 GHz, 2-FT (0.6M),
HIGH PERFORMANCE DUAL-POL.



RDH4509B 5.25-5.85 GHz, 3-FT (0.9M),
HIGH PERFORMANCE DUAL-POL.

TECHNICAL DRAWINGS



RDH4510B 5.25-5.85 GHz, 4-FT (1.2M),
HIGH PERFORMANCE DUAL-POL

© 2017 Cambium Networks Ltd. All rights reserved.

5.25 - 5.85 GHz High Performance Dual Pole Parabolic Reflector Antenna (RDH4510B)

TECHNICAL SPECIFICATIONS

[illegible]

US Headquarters
 10000 Wilshire Blvd, Suite 200
 Los Angeles, CA 90024-3211
 Tel: 800 828-6882

San Jose office
3700 Faber Place, Suite 400
San Jose, CA 95128-1101

Thousand Oaks Office
2101 Corporate Canyonway
Northridge, CA 91321-1146

Info Office
 Children's Services Development Unit
 355 Essex Road, London, E6 6DA
 Tel: 020 8556 5000

151-204-7511/69

[illegible]

Copyright © 2007 John Wiley & Sons, Ltd.



Cambium
PTP 820/850

PTP 820A PTP 820C PTP 820B PTP 850B

PTP 820A 4000 Channel 4000 Channel
PTP 820C 4000 Channel 4000 Channel
PTP 820B 4000 Channel 4000 Channel
PTP 850B 4000 Channel 4000 Channel

A single platform serving all radio transport requirements.

PUBLIC SAFETY

ENTERPRISE

WIRELESS CARRIER

SMART CITIES/SMART GRID

PTP 820/850 is a point-to-point licensed microwave backhaul platform that integrates leading networking functionality with the industry's most advanced microwave technologies, creating a superior microwave transport solution.

Supporting licensed frequency bands ranging from 6 to 66 GHz, the PTP 820/850 series delivers a wide range of configurations to offer a tailored solution for any deployment scenario.

Composed of ruggedized omnidirectional nodes and integrated radio units, the PTP 820/850 series offers flexibility in mounting (indoor, split mount, and all outdoor configuration options). Employing unique line-of-sight (LOS) Multiple Input Multiple Output (MIMO) technology, modulation up to 64QAM and wider channel bandwidths ensures industry-leading throughput and spectral efficiency.

The PTP 820/850 series offers 100 Gbps radio throughput, up to 32 Gbps, thus eliminating the need for future fork/lift/upgrades, or major system overhauls by the network operator to deliver multi-gigabit uplink capacity.

PTP 820/850 also offers both Synchronous Ethernet (SyncE) and IEEE 1588 synchronization protocols required for large IP and MPLS networks.

Operations, Administration and Maintenance (OAM) tools coupled with a full suite of individual element management systems (EMS and EMS) simplify network provisioning and monitoring, reducing operators' total cost of ownership and enabling them to meet the most stringent service level agreements.

Cambium's ruggedized equipment and services. PTP 820/850 enables network operators to meet accelerating demand for capacity cost-effectively under rapidly changing conditions.

PTP 820/850 Product Series Highlights

- Licensed frequency bands 6-66 GHz
- Up to 4000 QAM with 12-step MIMO and omnidirectional Adaptive Coding & Modulation (ACM) for high reliability
- Up to 30 Gbps bandwidth is supported
- Multi-gigabit radio capacity with high spectral efficiency
- TDM and/or packet supporting legacy services and evolution to all-gigabit
- Integrated Ethernet Switch, MEF Class Ethernet 2.0 compliant, MPLS-TP ready
- Hardware duplication for additional capacity boost
- Intelligent service control management including QoS and advanced QAM capabilities
- Carrier-grade service latency (6-8000 RTT)
- ITU-T Y.1731 Performance Management - IEEE 1588
- Integrated synchronization solution (IEEE 1588/PTP 585b)
- Lowest power consumption with adaptive green mode
- Low latency with unique frame cut-through for latency-sensitive services
- Industry-leading system gain

LINKPlanner

LINKPlanner is a free, easy-to-use link design tool that allows network operators to easily and quickly design networks. Microsoft® Windows® and Intel® Mac OS® versions of LINKPlanner can be downloaded from Cambium Networks' support pages.

Key LINKPlanner features:

- Design a five miles reliable wireless link
- Plan and optimize using multiple simultaneous links
- Performance calculations for both licensed and unlicensed products
- Automatically take path terrain profiles and environmental factors such as rain fade
- Display a comprehensive overview of your entire point-to-point wireless network via Google Earth
- Generate reports that validate projected performance and serve as time-saving deployment guidelines
- Create bills of material for point-to-point and point-to-multipoint networks including accessories

About Cambium Networks

Cambium Networks is a leading global provider of wireless connectivity solutions that strengthen connections between people, places and things. Specializing in providing an end-to-end wireless fabric of reliable, scalable, secure, cloud-managed platforms that partner under demanding conditions, Cambium Networks empowers service providers and enterprise, industrial and government network operators to build intelligent edge connectivity. Cambium Networks' commitment to continuous innovation in wireless access is demonstrated in the form of radios deployed in thousands of networks that benefit communities around the world. Team members also contribute to social responsibility activities to serve the communities in which they live. Working tirelessly to drive change and drive R&D forward, in the U.S., U.K., and India, Cambium Networks calls through a range of trusted global distributors.

www.cambiumnetworks.com

ON-PREMISE NETWORK

MOBILE EDGE NETWORK

MAP OF THE SITES AND LINKS IN THE PROJECT

WDS is a registered trademark of WDS LLC.

OFFICER REPORT

TO: Council

SUBJECT: MCU 179 - Development Application for Material Change of Use -
"Telecommunications Facility" Located at 185 Chelmer Road, Thallon Qld 4497
(described as Lot 3 on BLM1206)

DATE: 07.09.20

AGENDA REF: ERS5

AUTHOR: Fiona Macleod - Planning & Development Officer

Sub-Heading

MCU 179 Development Application for Material Change of Use telecommunications facility at 185 Chelmer Road, Thallon (Lot 3 on BLM1206) by Council's planner.

Overview

Council has received a properly made development application from Field Solutions Group C/- Out of Woods Planning (Wendy Wood) for a Material Change of Use – "Telecommunications Facility" to be located at 185 Chelmer Road, Thallon QLD 4497, properly described as Lot 3 on BLM1206.

The development application, for a telecommunications facility, is subject to Code 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:	Field Solutions Group C/- Out of the Woods Planning (Wendy Wood)
Owner of Land:	Douglas Richard Hemming Jacqueline Julie Hemming
Land description:	Lot 3 on BLM1206
Lot area:	7705.445 hectares
Zone/Precinct:	Rural Zone
Overlay:	Flood Hazard Overlay
Proposal:	Material Change of Use – "Telecommunications Facility"

Proposal Assessment category:	Code Assessment
Referral/Concurrency Agencies:	Department of Transport & Main Roads via the State Assessment and Referral Agency (SARA) (Concurrency Agency Referral)
Properly made date:	7 August 2020

PROPOSAL

The application seeks approval for a Material Change of Use – “Telecommunications Facility” located at 185 Chelmer Road, Thallon QLD 4497, properly described as Lot 3 on BLM1206.

The proposal involves the construction of a Telecommunication Facility which will form part of the Balonne Shire Council ‘Digital Connectivity’ project. Specifically, the intent of the project is to provide internet connectivity to remote areas within Balonne Shire Council area.

The result of the telecommunications facility will be to enable fixed wireless internet. Symmetrical bandwidth will be available with guaranteed speeds and unlimited usage for remote rural households in Balonne Shire.

The facility will comprise of the following:

- A 45m metal lattice tower;
- Associated infrastructure including;
 - Dual Pole Parabolic Antennas (Dishes)
 - Sector Antennas
 - Enclosed Control Panel mounted at ground level

The facility will have a footprint of approximately 25m x 25m with a formal agreement arranged with the landholder.

(Refer to Attachment 1: Development Application - Proposal Plans)

Access to the site will be gained via an existing 4 metre wide rural gravel track off the Barwon Highway. The maximum vehicle size that will be accessing the development will be a medium rigid vehicle. The facility will require connection to existing electricity supply onsite.

It is anticipated the period of construction will be approximately one week. Once the facility is operational it will continuously operate unstaffed and generally only requires maintenance once a year over a period of one day.

Characteristics of the site:

The development site is located in the Rural Zone of the *Balonne Shire Planning Scheme 2019* and is approximately 1km east of Nindigully. Access to site is gained via an existing rural crossover from Barwon Highway.

The subject site is an irregular rural zone block comprising a total area of 7705.445 hectares. The lot is located on the northern side of the Barwon Highway. The lot's current land use is for agricultural purposes (grazing and cropping with residence and various outbuildings). A Development Permit MCU 148 was issued in 2016 for a Cattle Feedlot – 1,000 to 10,000 SCU. The proposed development is not in close proximity to this development on the lot nor will it be utilising the same access point and according it is not considered a conflict will arise between the two developments.

The proposed telecommunications facility will be located in the south western corner of the lot in close proximity to the Barwon Highway near the intersection with Chelmer Road (**Refer to figure 1 – Site Plan**). The site is predominately undeveloped with built form being that it is utilised for agricultural purposes is largely devoid of vegetation and fronts the Barwon Highway to the south and the Moonie River forms the border to the west. Chelmer Road transects through a portion of the property segregating the river area will the balance located on the eastern side of Chelmer Road.

Directly adjoining land uses are as follows:

- North: Unnamed Road Reserve (unformed)
- South: Barwon Highway (State Controlled Highway)
- East: Unnamed Road Reserve (unformed)
- West: Moonie River



Figure 1: Site Locality

Source: QLD Globe

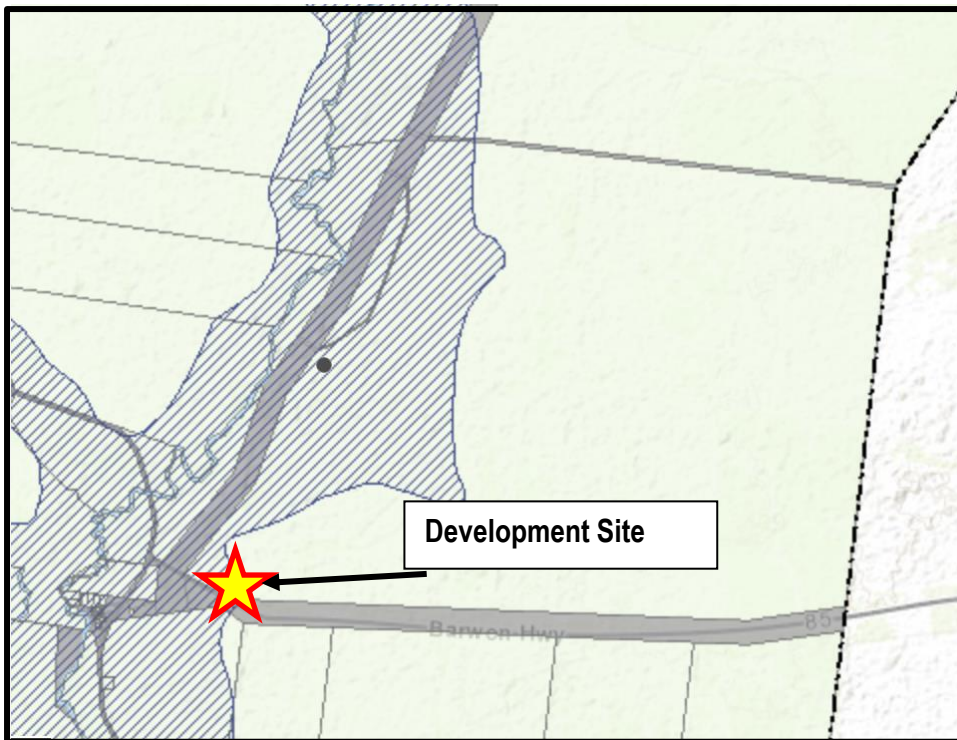


Figure 2: Zoning Map: Rural Zone

Source: Balonne Shire Online Mapping

Vegetation

The development site contains sparse areas of the following Matters of State Environmental Significance identified on the Queensland State Planning Policy (SPP) Interactive Mapping System.

- MSES - Regulated vegetation (category B)

The proposed development does not involve any clearing of any vegetation. Nor is it located over an area which contains MSES – Regulated vegetation (category B).

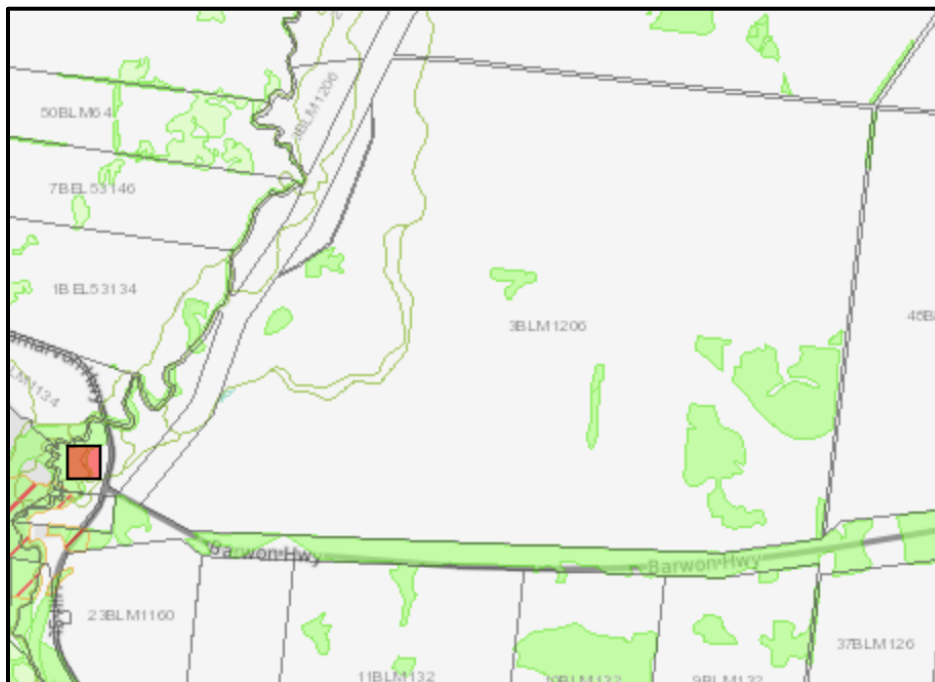


Figure 4: Environment and Heritage

Source: QLD SPP Interactive Mapping System

Natural Hazards

The development site is subject to areas of flooding identified on the Queensland State Planning Policy Interactive Mapping System (Flood hazard area - Level 1 - Queensland floodplain assessment overlay). The location of the proposed facility is within an identified area of flood inundation and therefore assessment against the Flood Hazard Overlay Code is provided below.

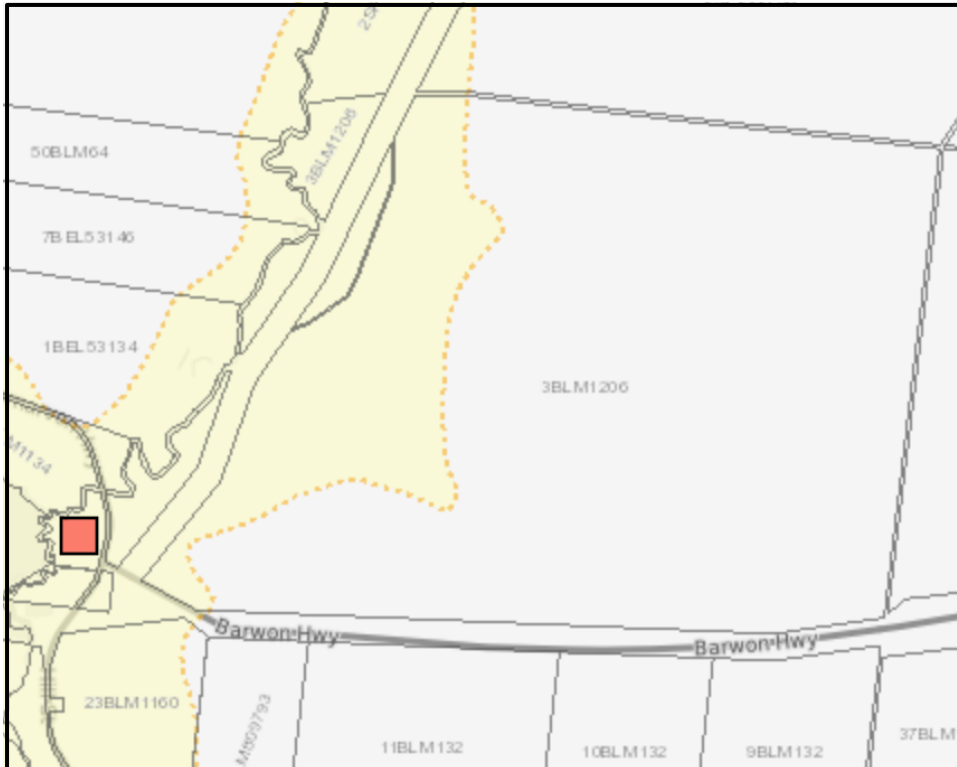


Figure 5: Flood hazard area

Source: QLD SPP Interactive Mapping System

In addition to flood hazard areas the site is also contains areas of bushfire hazards areas identified on the Queensland State Planning Policy Interactive Mapping System. The location of the proposed facility is not within an area affect by bushfire hazard.

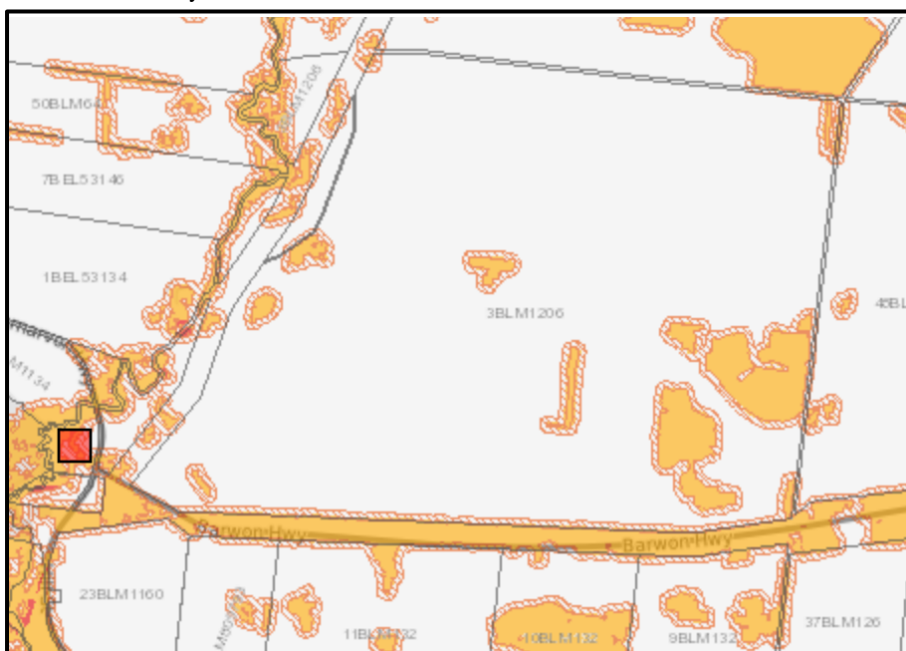


Figure 6: Bushfire fire hazard areas

Source: QLD SPP Interactive Mapping System

ASSESSMENT

The proposal constitutes a *material change of use* as defined in the *Planning Act 2016* (being the start of a new use of the premises).

The proposed use is defined as “Telecommunications Facility” in the *Balonne Shire Planning Scheme 2019* (the Planning Scheme):

Telecommunications Facility means:

Premises used for systems that carry communications and signals by means of radio, including guided or unguided electromagnetic energy, whether such facility is manned or remotely controlled.

Examples include: Telecommunication tower, broadcasting station, television station

The use does not include the following examples: Aviation facility, ‘low impact telecommunications facility’ as defined under the *Telecommunications Act 1997*

Pursuant to Section 45 of the *Planning Act 2016*, a Code Assessable application is an assessment that must be carried out only -

- (a) against the assessment benchmarks in a categorising instrument for the development; and
- (b) having regard to any matters prescribed by regulation.

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 4 Local Government Infrastructure Plan
- Part 5 Tables of assessment
- Part 6 Zones
 - Part 6.2.5 Rural zone code
- Part 7 Development Codes
 - Part 7.3.1 General development code
 - Part 7.4.3 Flood hazard overlay code

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. The Tables of Assessment identify the level of assessment for the proposed land use in the proposed location as “Code Assessment.”

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 Rural Zone.

Part 6.2.5 - Rural Zone Code

The purpose of this code is to:

- (a) Primarily accommodate grazing and value-adding rural uses (such a cropping) where they do not conflict with petroleum leases or facilities or stock routes.

- (b) *Ensure the productive capacity of agricultural and associated rural industries that rely on Important Agricultural Areas (IAA) land and identified as IAA as shown on SPP mapping – Economic Growth, Agriculture is maximised and maintained while protecting biodiversity values including MSES and also allowing for farm diversification and value adding industries to occur in the rural area.*
- (c) *Maintain the character and amenity of the rural and natural environment.*
- (d) *Encourage tourism development where it can value-add to the viability of rural enterprises, does not diminish biodiversity values including MSES and avoids impacts of flooding and bushfire.*
- (e) *Ensure that the stock route network is maintained and protected from inappropriate or incompatible development.*
- (f) *Ensure development protects extractive resources development from reverse amenity impacts resulting from existing and proposed rural uses and, also protects new rural uses from impacts of existing or future extractive industries by maintaining separation distances or buffers.*
- (g) *Ensure development does not obstruct the safe and efficient operation of pipelines.*
- (h) *Enables the development and supply of renewable energy such as solar farms, geothermal energy, bioenergy, hydropower and wind at the regional, local and individual scale in appropriate locations.*

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

- (a) *The zone primarily accommodates grazing and value-adding rural uses where they do not conflict with petroleum leases or facilities or stock routes.*
- (b) *New small-scale tourist developments are located where they:*
 - i. *Are associated with and do not threaten the viability of existing rural uses.*
 - ii. *Assist with maintaining the viability of existing rural production enterprises.*
 - iii. *Support and add to the quality of experiences on the Adventure Way and Great Inland Way.*
 - iv. *Protect extractive resources of local and state significance and operating extractive industry from encroachment by incompatible land uses.*
- (c) *New extractive industries are established only where they do not impact on the viability of existing agricultural, residential and tourist uses.*
- (d) *Biodiversity values and ecological connectivity associated with MSES are protected and maintained.*
- (e) *Development is serviced with infrastructure including formal road access and is appropriate for the level of risk associated with any flood and bushfire hazard.*

The proposed development complies with the Purpose and Outcomes of the Rural zone because:

- *The telecommunications facility will allow the continuation of existing rural activities occurring on the property.*
- *The location has been sited on the lot to ensure that biodiversity values and ecological connectivity associated with MSES, will not be encroached on.*
- *No pipelines are located within the vicinity of the proposed development.*
- *The developments location on the property is in an area not subject to Bushfire hazard.*
- *Given the nature of the proposed use, being for telecommunications purposes, existing activities located within the Rural Zone will not be negatively impacted. It is considered that the use coexists with agricultural activities being that it has a small development footprint and once constructed only needs to be accessed once a year for maintenance purposes.*

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	
<p>PO1 Proposed uses established in the Rural zone do not conflict with existing rural land uses or the biodiversity (including MSES), scenic and community values of the area.</p>	<p style="text-align: right;">✓</p> <p>The proposed 45-metre-high telecommunications facility is considered to be able to coexist with existing agricultural operations occurring on the property given the small footprint of the development as well as being unmanned and only maintained once a year once constructed. Additionally, no reverse amenity impacts to the rural activities on the property and in the surrounding area will occur as a result of the development given that the use is not 'sensitive'.</p> <p>There is no recognised biodiversity (including MSES) identified within the proposed development footprint.</p> <p>While the tower will be visible from the highway it is a use commonly found in the rural area and furthermore the width and construction materials of the tower will reduce visual bulk when seen from the road (i.e. not made of solid materials).</p> <p>The purpose of the facility, to allow internet connectivity to remote communities, can be recognised as an essential community service and therefore positively adds to the surrounding community.</p>
<p>PO2 Uses established in the Rural zone do not conflict with:</p> <ul style="list-style-type: none"> (a) Petroleum infrastructure that occurs on petroleum leases or under petroleum facility licences and pipeline licences. (b) The function of stock routes. (c) Mining leases and claims. 	<p>N/A – The proposed development is not located within the vicinity of a pipeline.</p> <p>N/A – While the proposed development is located adjacent to a stock route, given the nature of the use being unmanned and only visited annually it is considered that there will be no impact to the function of stock routes.</p> <p>N/A – The property is not identified as 'priority agricultural area'.</p>
<p>PO3 Tourist uses that support the primary rural uses on the site are limited in scale and do not threaten the viability of traditional rural uses.</p>	<p>N/A – The proposed development is not for a tourist use.</p>
<p>PO4 Extractive industry is adequately separated from sensitive land uses to minimise potential for nuisance or complaint.</p>	<p>N/A – The proposed development is not for an extractive industry use.</p>
<p>PO5 Development is connected to an appropriate level of infrastructure services.</p>	<p style="text-align: right;">✓</p> <p>The development is for a telecommunications facility and therefore infrastructure required for the operation</p>

	<p>of the tower is electricity. An existing electricity supply available to the property will be utilised for the facility.</p> <p>Given the nature of the use no water or sewerage supply connections are required.</p>
<p>P06</p> <p>Development is located to protect sensitive land uses from the impacts of previous activities that may cause risk to people or property including land containing former mining activities and hazards e.g. disused underground mines, tunnels and shafts.</p> <p>Note: A geotechnical assessment report prepared by a suitably qualified and experienced person will assist in demonstrating the achievement of the performance outcome where a possible risk from former mining activities is identified through local knowledge, a pre-development ground inspection, Schedule 4 – Online Mapping Resources – Mines Online Maps, or other sources.</p>	<p>N/A – the development is not for a sensitive land use nor is the subject site identified as being located on an area where previous mining activities and hazards have occurred.</p>
<p>P07</p> <p>Renewable energy facilities are located and designed to avoid adverse impacts on sensitive uses including impacts on privacy, safety, noise, odour and fumes by lighting and traffic generation.</p>	<p>N/A – the development is not for a renewable energy facility.</p>

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 area on the property that 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 is consistent with the existing character of the rural zone being that there are existing telecommunications facilities located in the rural area;
- The proposed development will be connected to electricity supply and has direct access to the road network;
- The proposed development will allow for adequate manoeuvring onsite to allow for safe and efficient access and egress from the site;
- The proposed development will not conflict with the ongoing efficient and safe use of the stock route network; and
- The development is appropriately separated from pipelines and will not impact on 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.	✓ The proposed development for telecommunications tower and associated infrastructure footprint on the agricultural land located in the rural zone will be minimal in area, being 25 x 25 metres. Accordingly, it is considered that the local character of the zone, for Rural purposes will be retained. While the facility will be visible from the Barwon Highway and Chelmer Road, given the construction materials and other telecommunications facilities located within the Rural zone, it is considered that the predominant agricultural uses intended for the rural zone and surrounding localities will continue to be the dominant landscape of the area and the telecommunications facility will not change the local character of the Rural zone.
PO2 Landscaping is provided to enhance the visual appeal of the development and soften the appearance of the built form. The majority of	N/A – Given the location and use of the proposed development within the Rural zone and nature of the facility being a 45 metre lattice metal tower, landscaping is not considered necessary.

landscaping is to be undertaken on the principal street frontage of the development.	
Building Design	
PO3 New development maintains the low-rise scale and character of the Shire.	✓ While the proposed telecommunications facility will be 45 metres in height, it is not an uncommon feature within the Rural zone with other towers located in the Balonne Shire rural landscape. For the facility to provide appropriate internet services to the community it is required to be of substantial height. The construction materials of the tower allow some transparency therefore reducing the visual bulk and scale of the facility. It is considered that the development will not negatively impact on the character of the Rural zone.
PO4 New buildings or structures present a traditional façade to the street.	N/A – Given the nature and location of the proposed development, being for a telecommunications structure, the design is limited with respect to appearance. However, it is noted that the structures materials are consistent with other telecommunications facilities located within the rural zone being a partially transparent lattice tower.
PO5 Development is generally in accordance with existing setbacks within the locality.	✓ Given the developments location within the Rural zone, there are no buildings or structures in proximity to use as a benchmark for setbacks. The proposed facility will be setback off the Barwon Highway.
PO9 Other than where located in the Rural zone, buildings and structures for ancillary uses and activities such as sheds are subordinate in use and size to the primary use of the premises.	N/A – The proposed development is located within the rural zone and does not propose any ancillary uses.
Ancillary Uses	
PO10 The proposed development accommodates sufficient car parking on site.	✓ Under the current planning scheme there is no statutory requirement for car parking associated with a telecommunications facility use. It is not considered necessary that formal car parking is provided for the development given once construction has been completed the telecommunications facility will operate unmanned. Vehicles visiting the premises will be only annually for maintenance purposes. The open area surrounding the proposed telecommunications facility is therefore considered as sufficient parking for when the maintenance vehicle enters the premises annually. The proposed development layout allows adequate onsite manoeuvring areas and enables vehicles to leave the site in forward gear.

<p>PO11</p> <p>The proposed driveway is clear of all impediments.</p>	<p style="text-align: center;">✓</p> <p>There is will be no change to the existing access driveway location off the Barwon Highway, which is clear of impediments. The application was required to be referred to DTMR as manager of the road corridor where the access is proposed who sited no concerns or conditions with respect to the proposed access for the facility.</p>
<p>PO12</p> <p>The location of driveways does not create a danger to the safety and efficiency of existing intersections.</p>	<p style="text-align: center;">✓</p> <p>The application was required to be referred to DTMR as manager of the road corridor where the access is proposed who sited no concerns or conditions with respect to the proposed access for the facility.</p>
<p>PO13</p> <p>Access to, from and within the site:</p> <ol style="list-style-type: none"> 1. is adequate for the type and volume of traffic generated by the use. 2. does not adversely impact on the traffic network external to the site. 3. caters for safe pedestrian access. 4. provides for disabled access. 	<p style="text-align: center;">✓</p> <p>The application was required to be referred to DTMR as manager of the road corridor where the access is proposed who sited no concerns or conditions with respect to the proposed access for the facility.</p>
<p>Infrastructure and Services</p>	
<p>PO14</p> <p>The development is supplied with an appropriate level of infrastructure to support the intended use.</p>	<p style="text-align: center;">✓</p> <p>The proposed development will be connected to an electricity supply.</p>
<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 wastewater.</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>N/A – given the proposed development, being for a telecommunications facility, the use does not require water or sewerage supply to operate. The facility will be unmanned.</p>
<p>PO16</p> <p>Stormwater is collected and discharged to ensure no impacts on adjoining landowners, BSC or State infrastructure while also ensuring environmental values of waters in the Shire are maintained.</p>	<p style="text-align: center;">✓</p> <p>The proposed development incorporates minimal hard surface areas and therefore stormwater runoff will be negligible. The proposed development does not require a stormwater disposal system.</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>N/A – the development will not result in any wastewater discharge given that it is an unmanned facility with transparent construction materials (lattice tower).</p>
<p>BSC assets</p>	
<p>PO18</p>	<p>N/A – the development is not in proximity to any BSC infrastructure.</p>

Structures and buildings do not adversely impact on BSC infrastructure.	
Electricity infrastructure	
PO29 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.	✓ The subject site is not located near major electricity infrastructure or substations.
Local heritage places	
PO30 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.	✓ The subject site is not located near a local heritage place.
Aviation facilities	
PO32 Development does not interfere with the function of air service facilities SPP mapping – Infrastructure – Strategic Airport and Aviation Facilities .	✓ The proposed development will not interfere with the function of the St George airport.

7.4.3 Flood Hazard Overlay code

The purpose of the Flood hazard overlay code is to:

- (a) *Provide for the assessment of the suitability of development in the Flood hazard overlay area to ensure that risk to life, property, community, economic activity and the environment during flood events is minimised.*
- (b) *Ensure that development does not increase the potential for flood damage on-site or to other property.*

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

- (a) *The development siting, layout, and access responds to the risk of the flood hazard and minimises risk to personal safety.*
- (b) *The development is resilient to flood events by ensuring siting and design accounts for the potential risks of flood hazards to property.*
- (c) *The development supports and does not unduly burden disaster management response or recovery capacity and capabilities.*
- (d) *The development directly, indirectly and cumulatively avoids an unacceptable increase in severity of the flood hazard and does not significantly increase the potential for damage on the site or to other properties.*
- (e) *The development avoids the release of hazardous materials as a result of a flood event.*
- (f) *Natural processes and the protective function of landforms and/or vegetation are maintained in natural hazard areas.*

Whilst the telecommunications tower will be located in a flood hazard area the proposed development complies with the Purpose and Outcomes of the Flood Hazard Overlay Code because:

- It will not result in an unacceptable risk for persons or property and will not unduly burden disaster management response or recovery capacity and capabilities as once constructed the facility will operate unmanned (serviced intermittently through the year once a year, unless otherwise warranted);
- The development is relatively small in scale in the overall context of the premises and therefore will not result in an undesirable impact on the extent and magnitude of flooding or potential for flood damage on-site or to other property;
- It will be designed so as to be resistant to flooding as far as practical and in accordance with the conditions of the development permit, the Building Code of Australia and the relevant Australian Standards;
- The proposed development will not pose any risks of hazardous materials being released; and
- Landforms and vegetation will be maintained.

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
Built Form	
PO1 Development is resilient to flood events by ensuring design and built form to account for the potential risks of flooding.	✓ The proposed telecommunications facility is an unmanned facility once constructed. The structure will be designed to allow for flow of flood waters and will be resistant to flooding as far as practical and in accordance with the conditions of the development permit, the Building Code of Australia and the relevant Australian Standards.
Development siting and layout	
PO2 Development siting and layout, responds to flooding potential and maintains personal safety at all times.	N/A – The proposed development does not involve the creation of any new lots. Once the telecommunications facility is constructed the facility will be unmanned and will be serviced intermittently through the year (once a year, unless otherwise warranted) therefore signage indicating safe evacuation routes, hazard warning signage and depth indicators is considered unnecessary.
Effects on flood behaviour	
PO3 Development directly, indirectly and cumulatively avoids any increase in water flow velocity or flood level and does not increase the potential for flood damage either on site or on other properties ⁷ .	✓ The development is relatively small in scale in the overall context of the premises and design of the structure will unlikely increase in water flow velocity or flood level and will not increase the potential for flood damage on site or other properties. The proposed development will not involve any physical alteration to a watercourse or floodway including vegetation clearing.

Hazardous materials	
PO4 Development avoids the release of hazardous materials or contaminants into floodwaters.	N/A – The proposed development is for a telecommunications facility which is unlikely to release of hazardous materials or contaminants into floodwaters.
Disaster management responses	
PO5 The development supports, and does not unduly burden, disaster management response or recovery capacity and capabilities.	✓ Once constructed the proposed telecommunications facility will be unmanned. Therefore, will not result in an unacceptable risk for persons will not unduly burden disaster management response or recovery capacity and capabilities.
Community infrastructure	
PO6 Development involving community infrastructure (defined as Sensitive Land Uses and Community Oriented Uses under this planning scheme): (a) remains functional to serve community need during and immediately after a flood event. (b) is designed, sited and operated to avoid adverse impacts on the community or environment due to the impacts of flooding on infrastructure, facilities or access and egress routes. (c) retains essential site access during a flood event. (d) and is able to remain functional even when infrastructure or services may be compromised in a flood event.	N/A – The proposed development does not involve community infrastructure.

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 4, Item 1 of the *Planning Regulation 2017*.

SARA have issued a referral agency response with no conditions (see attachment 2).

Public Notification and Submissions

Not applicable.

Link to Corporate Plan

Function	Key Program Area
<u>Infrastructure and Planning</u>	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

Legal Implications

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

Policy Implications

Council's planning policies apply.

Financial and Resource Implications

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

Attachments

1. Attachment 1: MCU 179 Proposal Plans.pdf [↓](#)
2. Attachment 2: MCU 179 SARA Concurrence Agency Response.pdf [↓](#)

Recommendation

That:

1. Council approves the development application MCU 179 for Material Change of Use – “Telecommunications Facility” on land located at 185 Chelmer Road, Thallon, described as Lot 3 on BLM1206 subject to the permit conditions listed below.

DEVELOPMENT PERMIT CONDITIONS

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 a “**Telecommunications Facility**” means premises used for systems that carry communications and signals by means of radio, including guided or unguided electromagnetic energy, whether such facility is manned or remotely controlled.
- 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 any cut exceeds 100m³ and/or filling works that exceed 500m³.
- 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.

Use

2. The approved development is a Material Change of Use - "Telecommunications Facility" as defined in the Planning Scheme and as shown on the approved plans.
3. A development permit for building works must be obtained prior to commencing construction of the telecommunications facility.
4. 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
067-B007 Revision C	Site Plan	15/07/2020
RQ5341-1-2 Revision A	Sample Drawing 45m RT40 General Arrangement	16/05/2018

5. 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.

Compliance inspection

6. 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.
7. Prior to the commencement of the use, the applicant shall contact Council to arrange a development compliance inspection.

Applicable Standards

8. All works must comply with:
 - a. the development approval conditions;
 - b. any relevant provisions in the Planning Scheme
 - c. any relevant Australian Standard that applies to that type of work; and
 - d. 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

9. The developer shall ensure that all approved 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.
10. 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).

Safety

11. Any required obstacle lighting or marking is to be installed and maintained on the approved "Telecommunication Facility" in accordance with the Civil Aviation Safety Authority's (CASA) and *Manual of Standards Part 139 – Aerodromes*.

Waste Management

12. 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*.
13. All waste generated on-site must be managed in accordance with the waste management hierarchy as detailed in the *Waste Reduction & Recycling Act 2011*.

Stormwater Drainage

14. Stormwater drainage is to be provided in accordance with:
 - a. Queensland urban drainage manual, 3rd Edition, Queensland Department of Energy and Water Supply, 2013;
 - b. Pilgrim, DH, (ed)., Australian Rainfall & Runoff – A Guide to Flood Estimation, Institution of Engineers, Australia, Barton, ACT, 1987; and
 - c. Class 1 and Class 10 buildings – National Construction Code, Volume 2.

Earthworks and Construction

15. 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.

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. Lighting of the site, including any security lighting, shall be such that the lighting intensity does not exceed 8.0 lux at a distance of 1.5 metres from the site at any property boundary.
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.

Services

21. The proposed development must be connected to an electricity supply that is adequate for the use.

No Cost to Council

22. 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

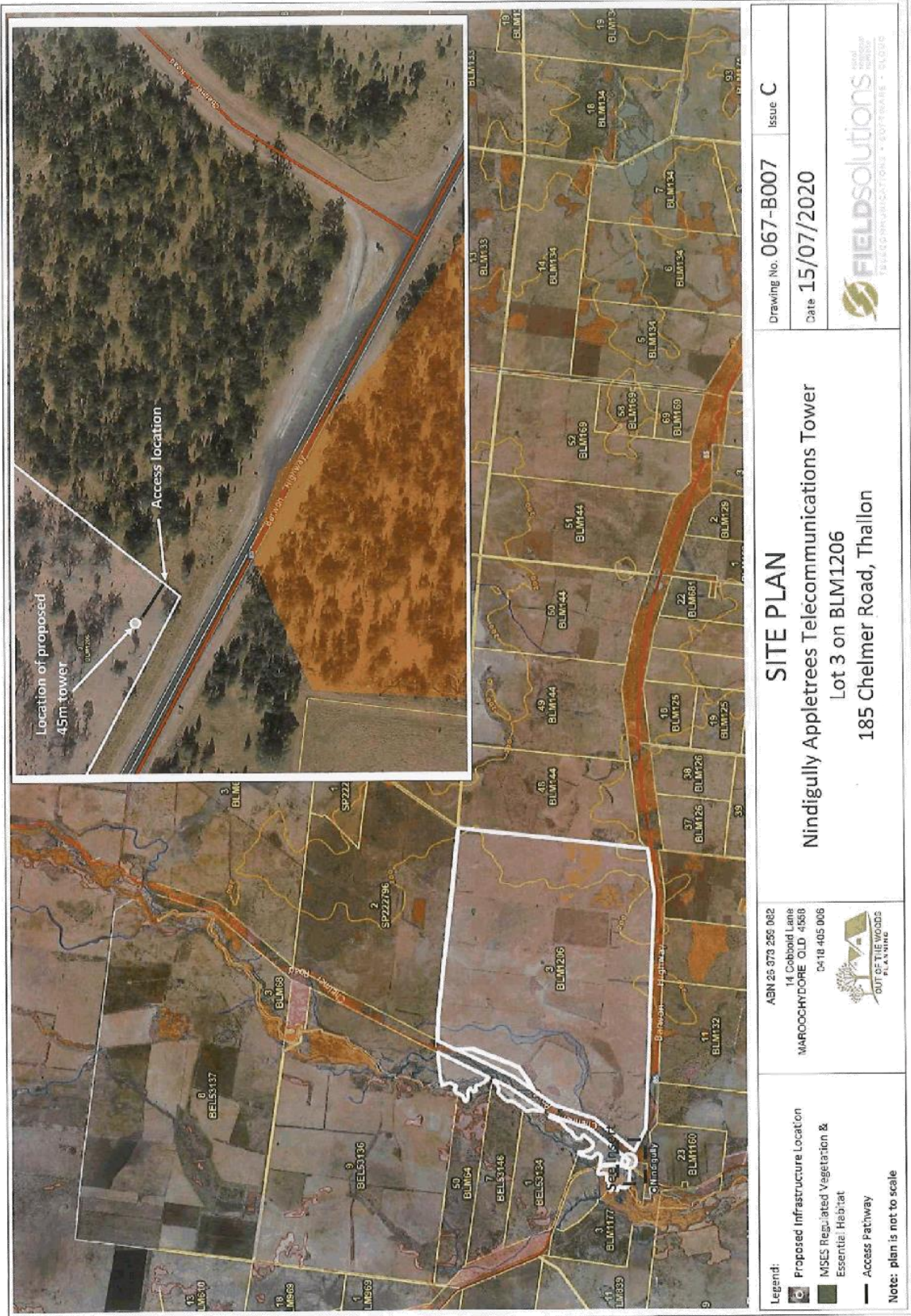
23. Where another condition refers to a specific published standard, manual or guideline, including specifications, drawings, provisions and criteria within those documents, that condition shall be deemed as referring to the latest versions of those publications that are publicly available at the commencement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

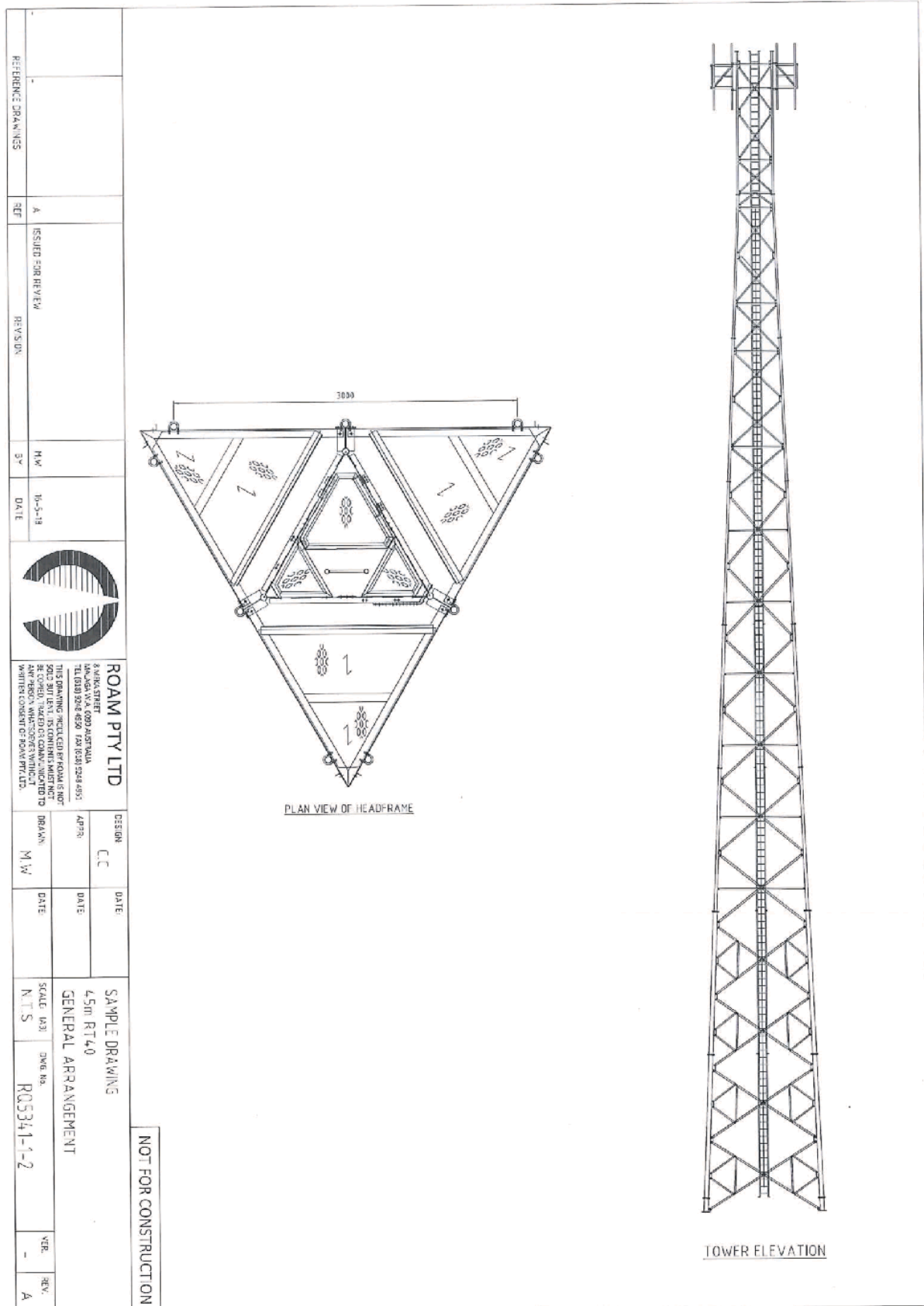
Application Documentation

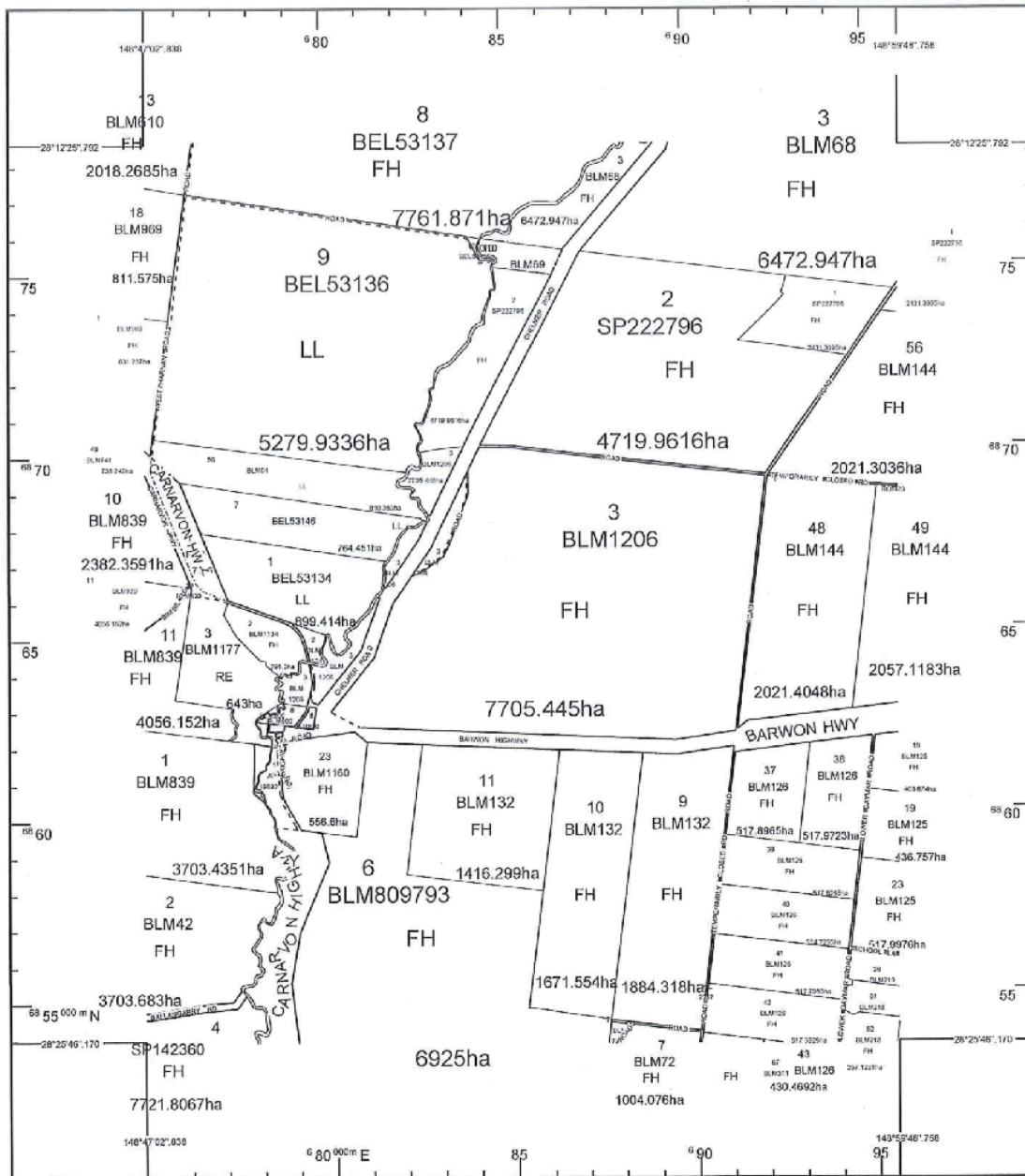
24. It is the developer's responsibility to ensure that all entities associated with this Development Approval have a legible copy of the Decision Notice, Approved Plans and Approved Documents bearing 'Council Approval'.

Digby Whyte

Director Environment & Regulatory Services







STANDARD MAP NUMBER
8641-21344

MAP WINDOW POSITION &
NEAREST LOCATION



SUBJECT PARCEL DESCRIPTION

DCDR	
Lot/Plan	3/BLM1206
Area/Volume	7705.445ha
Tenure	FREEDOLD
Local Government	BALONNE SHIRE
Locality	THALLON
Segment/Parcel	47458/50

CLIENT SERVICE STANDARDS

PRINTED (pdf/print) 04/07/2020

DCDR 02/07/2020 (Lots with an area less than 5 000ha are not shown)

Users of the information recorded in this document (the information) accept all responsibility and risk associated with the use of the information and should seek independent professional advice in relation to dealings with property.

Despite Department of Natural Resources, Mines and Energy (DNRM)'s best efforts, DNRM makes no representations or warranties in relation to the information, and, to the extent permitted by law, excludes or limits all warranties relating to correctness, accuracy, reliability, completeness or currency and all liability for any direct, indirect and consequential costs, losses, damages and expenses incurred in any way (including but not limited to that arising from negligence) in connection with any use of or reliance on the information.

For further information on SmartMap products visit
<https://www.qld.gov.au/housing/buying-owning-home/property-land-valuation/smartmap>

SmartMap

An External Product of
SmartMap Information Services
Based upon an extraction from the
Digital Cadastral Data Base



Queensland
Government
(c) The State of Queensland,
(Department of
Natural Resources,
Mines and Energy) 2020.

ePMP™ 3000 Sector Antenna



Cambium Networks has deployed more than five million radios around the world achieving unparalleled degrees of scalability. Continuing the tradition of designing and manufacturing industry leading antenna solutions, the ePMP 3000 4X4 sector antenna encompasses all the key differentiations of the Cambium Antenna line and adds 4X4 Multi User MIMO Capability. Designed to work in 5 GHz spectrum and 90 degree coverage, the antenna is an integral part of the ePMP 3000 Access Point and allows for Multi User MIMO Operation.

KEY DEPLOYMENT ADVANTAGES

- **Frequency Re-use:** Designed for ABAB channel re-use (two channels covering four sectors), the sector antenna has a minimum 30 dB front to back ratio over a wide rear facing aperture.
- **Channel Flexibility:** Consistent gain from 4.9 to 6.0 GHz allows the operator to select a channel anywhere in the band and achieve the expected performance.
- **Consistent Coverage:** Excellent null fill capabilities of the antenna allow for broad geographical coverage within a sector even near the base of the tower and the edges of the sector.
- **Designed for the Installer:** Small, compact design, integrated ePMP radio mount and GPS antenna integration.
- **Predictable Performance:** The sector antenna is integrated into Cambium Networks LINKPlanner. The 3D model shows coverage at all elevations and across the azimuth.

KEY SPECIFICATIONS:

- 17 dBi gain
- 4.9 to 5.97 GHz spectrum
- 30 dBi front to back ratio
- IP 65 ruggedization

SPECIFICATIONS

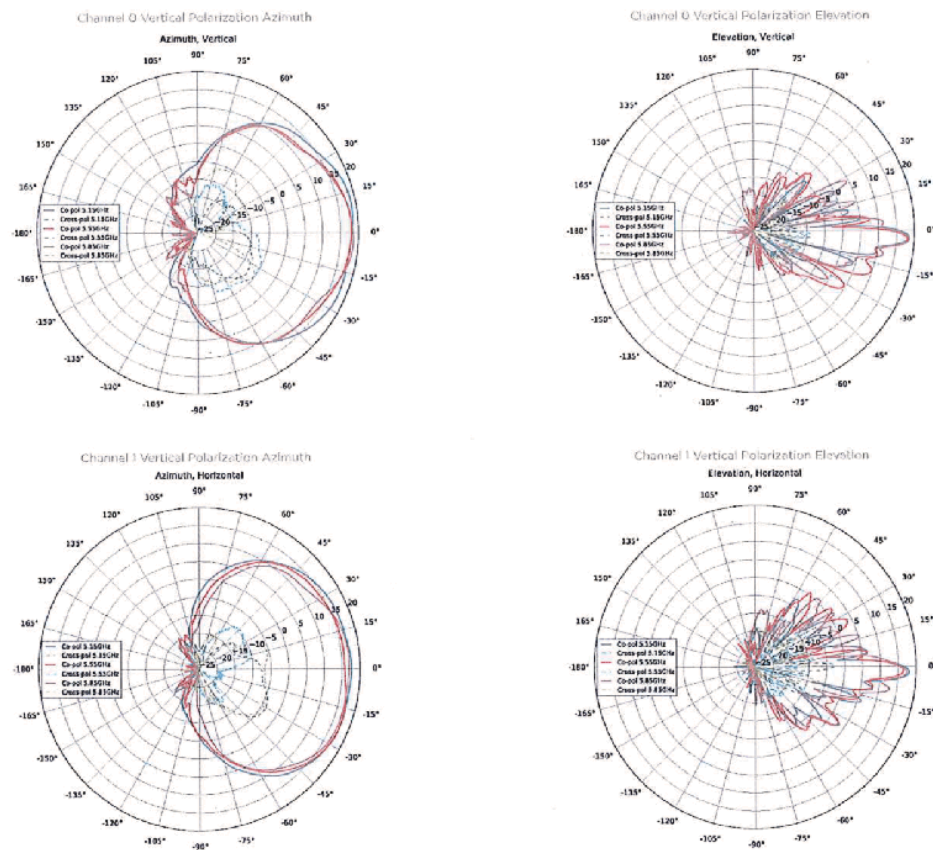
ePMP 3000 SECTOR ANTENNA

Model Number	C050910D301A
Frequency Range	4.9 GHz to 5.97 GHz
Gain	17 dBi
3 dB Beamwidth - Azimuth	70 degrees
3 dB Beamwidth - Elevation	6 degrees
Electrical DownTilt	-2 degrees
Polarization	2X Horizontal, 2X Vertical

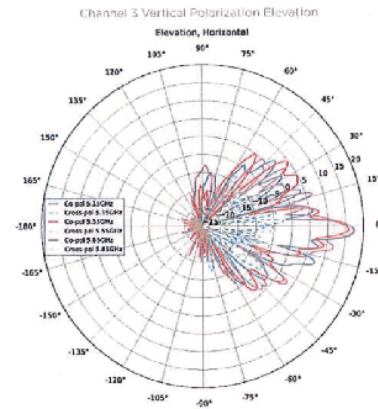
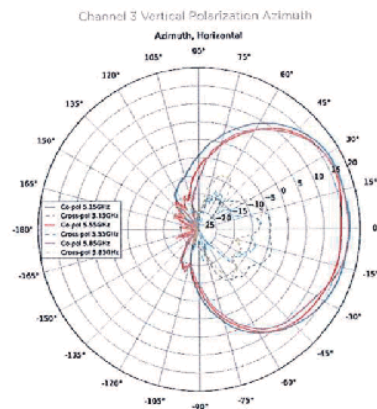
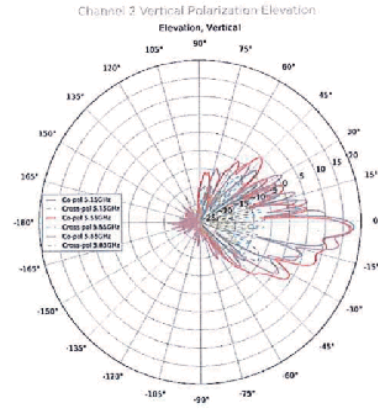
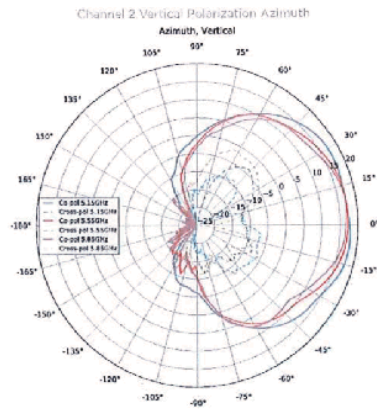
SPECIFICATIONS

ePMP 3000 SECTOR ANTENNA	
Model Number	C050910D301A
Port-to-Port Isolation	> 20 dB
Front-to-Back Ratio	30 dB
Maximum Input Power	5 W
Input Impedance	50 ohms
Mounting Connectors	4 x RP SMA
Mounting Hardware	Included for mounting to mast diameters 2" to 4" (5 cm to 10 cm) -10 to +5 degree tilt Hardware included to connect ePMP access point to back of antenna body
Physical Dimensions	Antenna Body: 23.4" (H) x 9.6" (W) x 3.25" (D) (594 mm x 157 mm x 110 mm)
Weight	Antenna Body: 8.0 lbs, 3.7 kg w/ ePMP 3000 Access Point and Mounting Brackets: 13.8 lbs, 6.3 kg
Environmental	IP65
Radome Material	UV Protected ABS
Operating Temp	-40°C to 60°C (-40°F to 140°F)

ANTENNA PATTERNS



ANTENNA PATTERNS



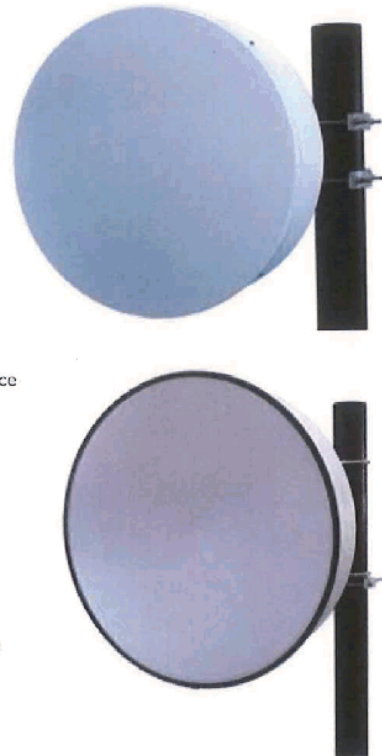
© 2018 Cambium Networks Ltd. All rights reserved.

55 ePMP™ 3000 Sector Antenna 10032018



5.25 - 5.85 GHz High Performance Dual Pole Parabolic Reflector Antenna

High Performance Dual Pole Parabolic Reflector Antennas from Cambium Networks are well-suited for deployment with any of the sub-6 GHz PTP products. They are engineered to provide ETSI class 2/3 radiation pattern performance as well as excellent gain. Field-proven preassembled antennas and robust pole mounts ensure "set and forget" installation with minimal post installation maintenance. The included radome ensures robust and reliable performance under the most challenging conditions.



FEATURES AND BENEFITS:

- High Performance ETSI Class 2/3* Parabolic Antennas – Excellent performance for a wide range of applications
- Fully Preassembled at the Factory – Simplifies installation on site and guarantees "factory tested" quality
- Industry leading 7year warranty
- Suitable for deployment with PTP 650, PTP 670, PTP 700 and PTP 450i connectorized radios.
- Fully supported in LINKPlanner™ providing accurate predictions of PTP link performance and availability. LINKPlanner™ is available at no charge from the support website at cambiumnetworks.com.

*ETSI Class depends on frequency band

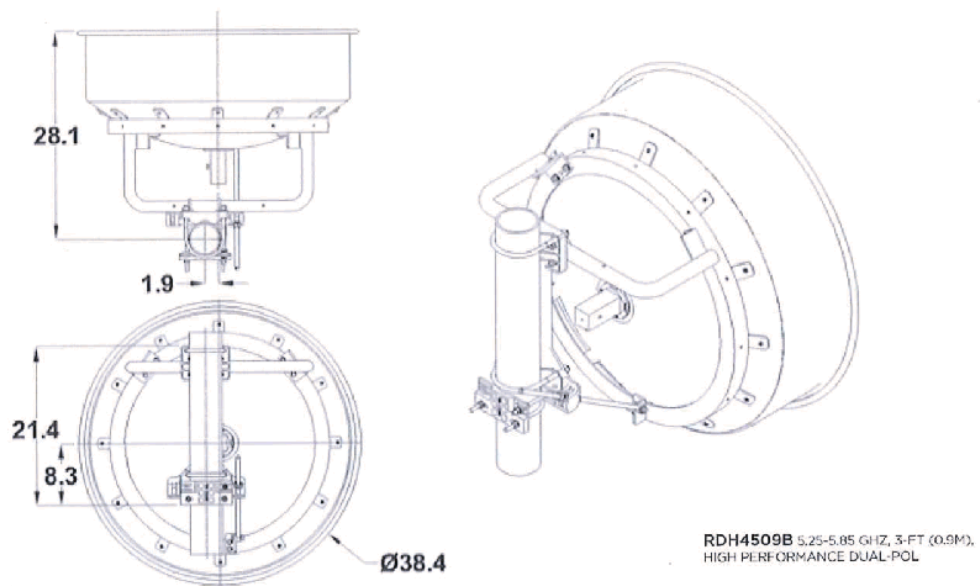
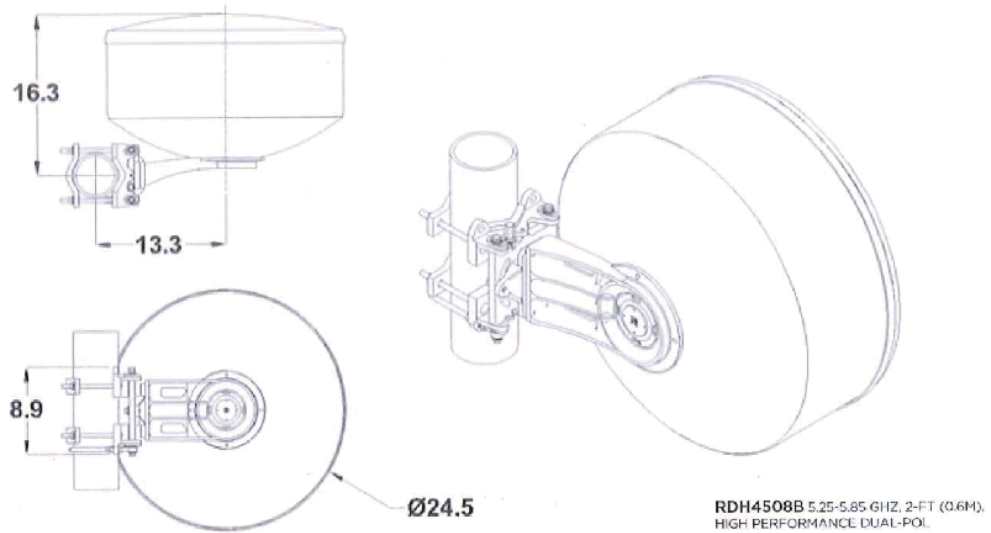
SPECIFICATIONS

GENERAL	
Antenna Type	High Performance Parabolic Reflector Antenna
Size, nominal	2 ft (0.6 m); 3 ft (0.9 m); 4 ft (1.2 m)
Polarization	Dual
Standard RF Connector Type	N-Female

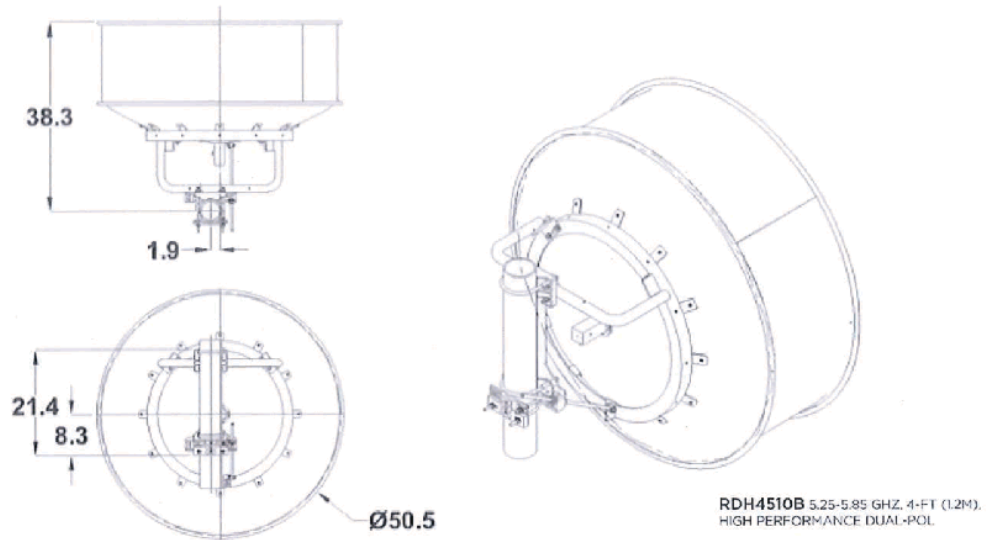
SPECIFICATIONS

ELECTRICAL	2 FT (0.6 M)	3 FT (0.9 M)	4 FT (1.2 M)
Model Number	RDH4508B	RDH4509B	RDH4510B
Description	5.25-5.85 GHz, 2-FT (0.6M), HIGH PERFORMANCE DUAL-POL	5.25-5.85 GHz, 3-FT (0.9M), HIGH PERFORMANCE DUAL-POL	5.25-5.85 GHz, 4-FT (1.2M), HIGH PERFORMANCE DUAL-POL
Operating Frequency Band	5.25 - 5.85 GHz	5.25 - 5.85 GHz	5.25 - 5.85 GHz
Half Power Beamwidth, Horizontal	6.1 degrees	4.2 degrees	3 degrees
Half Power Beamwidth, Vertical	6.1 degrees	4.2 degrees	3 degrees
Cross-Polarization Discrimination	28 dB	30 dB	30 dB
Front to Back Ratio (F/B)	44 dB	46 dB	49 dB
Gain, Low Frequency	28.3 dBi	31.8 dBi	34.2 dBi
Gain, Mid Frequency	28.8 dBi	32.3 dBi	34.7 dBi
Gain, High Frequency	29.3 dBi	32.8 dBi	34.7 dBi
VSWR	1.5:1	1.5:1	1.5:1
Return Loss	-14 dB	-14 dB	-14 dB
MECHANICAL	2 FT (0.6 M)	3 FT (0.9 M)	4 FT (1.2 M)
Model Number	RDH4508B	RDH4509B	RDH4510B
Description	5.25-5.85 GHz, 2-FT (0.6M), HIGH PERFORMANCE DUAL-POL	5.25-5.85 GHz, 3-FT (0.9M), HIGH PERFORMANCE DUAL-POL	5.25-5.85 GHz, 4-FT (1.2M), HIGH PERFORMANCE DUAL-POL
Fine Azimuth Adjustment	+/- 10 degrees	+/- 10 degrees	+/- 10 degrees
Fine Elevation Adjustment	+/- 30 degrees	+/- 25 degrees	+/- 25 degrees
Mounting Pipe Diameter, Min	2 inch 5.08 cm	4.5 inch 11.4 cm	4.5 inch 11.4 cm
Mounting Pipe Diameter, Max	4.5 inch 11.4 cm	4.5 inch 11.4 cm	4.5 inch 11.4 cm
Net Weight	27 lbs 12.3 kg	50 lbs 12.3 kg	85 lbs 38.3 kg
Wind Velocity Operational	90 mph 145 km/h	90 mph 145 km/h	90 mph 145 km/h
Wind Velocity Survival Rating	125 mph 201 km/h	125 mph 201 km/h	125 mph 201 km/h
Axial Force (FA)	202 lbs 899 N	403 lbs 1972 N	757 lbs 3278 N
Side Force (FS)	100 lbs 445 N	200 lbs 890 N	365 lbs 1623 N
Twisting Moment (MT)	194 ft-lbs 263 Nm	344 ft-lbs 466 Nm	784 ft-lbs 1063 Nm
Operating Temperature Range	-40 to +60 C	-40 to +60 C	-40 to +60 C
Max Pressure, PSIG, (if waveguide interface)	5	5	5
REGULATORY COMPLIANCE			
RoHS-compliant	Yes	Yes	Yes
SHIPPING INFORMATION	2 FT (0.6 M)	3 FT (0.9 M)	4 FT (1.2 M)
Model Number	RDH4508B	RDH4509B	RDH4510B
Description	5.25-5.85 GHz, 2-FT (0.6M), HIGH PERFORMANCE DUAL-POL	5.25-5.85 GHz, 3-FT (0.9M), HIGH PERFORMANCE DUAL-POL	5.25-5.85 GHz, 4-FT (1.2M), HIGH PERFORMANCE DUAL-POL
Package Type	Cardboard	Wood Crate	Wood Crate
Gross Weight	48 lbs 28.7 kg	143 lbs 69.8 kg	196 lbs 88.9 kg
Dimensions, L x W x H	31 x 31 x 25 in 79 x 79 x 64 cm	47 x 28 x 48 in 119 x 71 x 122 cm	59 x 35 x 60 in 100 x 89 x 152 cm
Shipping Volume	13.9 cu ft 0.39 cu m	36.56 cu ft 1.04 cu m	71.7 cu ft 2.03 cu m

TECHNICAL DRAWINGS



TECHNICAL DRAWINGS



© 2017 Cambium Networks Ltd. All rights reserved.

5.25 - 5.85 GHz High Performance Dual Pole Parabolic Reflector Antenna

[illegible]

Investment Oaks Office
2101 Corporate Center Drive
Nashville, TN 37203-1106

Info:
 315 22 Lehigh Business Center,
 Commonwealth Ave., Suite 400, Easton, PA 18045
 610 254 2500

Copyright © 2007 Pearson Education, Inc. All rights reserved.



Cambium PTP 820/850

A single platform serving all radio transport requirements.

PTP 820/850 is a point-to-point, licensed microwave backhaul platform that integrates leading networking functionality with the industry's most advanced microwave technologies, creating superior microwave transportation.

Supporting licensed frequency bands ranging from 6 to 60 GHz, the PTP 820/850 series delivers a wide range of configurations to offer a tailored solution for any deployment scenario.

Composed of high-density multi-technology nodes and integrated radio units, the PTP 820/850 series offers flexibility in choosing all-in-one, split, indoor, and all outdoor configurations. Exploiting unique Use of 5 GHz, COSE Multiple Input Multiple Output (MIMO) technology, modulation up to 4096-QAM and wider channel bandwidths ensures industry-leading throughput and spectral efficiency.

The PTP 820/850 operates in Licensed radio providing throughput up to 30 Gbps, this eliminates the need for future 40/60 Gbps upgrades or major system overhaul by the network operator to deliver multi Gbps throughput.

PTP 820/850 also offers both Synchronous Ethernet (SyncE) and IEEE 1588 synchronization protocols required for 4G/LTE and MPLS networks.

Operations, Admin, Network and Maintenance (OAM) tools coupled with a full suite of network and element management systems (NMS and EMS) simplify network provisioning and monitoring, reducing operator total cost of ownership and enabling them to meet the most stringent service level agreements.

Combining best-in-class equipment and services, PTP 820/850 enables network operators to meet accelerating demand for capacity cost-effectively under rapidly evolving conditions.

PTP 820/850 Product Series Highlights

- Licensed frequency bands 6-60 GHz
- Up to 4096 QAM with 128 subcarriers and extensive Adaptive Coding & Modulation (ACM) for high reliability
- Up to 20 Gbps bandwidth supported
- Multi-gigabit end-to-end with high spectral efficiency
- TDM and/or packet supporting legacy services and evolution to a packet
- Integrated Ethernet Switch, MDI-Cluster Ethernet 2.0 compliant, MDI-STD ready
- Horizontal duplication for additional capacity boost
- Intelligent service control management utilizing QoS and advanced QAM capabilities
- Carrier-grade service efficiency (6.6332 Mbps)
- Multi-UTM Performance Management - MEP 25
- Integrated synchronization solution: NTP/SyncE/IEEE 1588-2
- Lowest power consumption in adaptive green mode
- Low latency with unique frame out-of-order for latency sensitive services
- Industry-leading system gain

LINKPlanner

LINKPlanner is a free, easy-to-use link design tool that makes network operators easily and quickly design networks. Microsoft Windows and Intel® based Mac versions of LINKPlanner can be downloaded from Cambium Networks' support pages.

Key LINKPlanner Features:

- Design a functioning reliable wireless link
- Plan and optimize a single link or multiple links simultaneously
- Perform calculations for both licensed and unlicensed products
- Automated link plan (terrain profiles and environmental factors such as rain fade)
- Display a comprehensive overview of your entire point-to-point wireless network (using 3D Earth)
- Generate reports that calculate projected performance and determine timing deployment guidelines
- Generate bill of material for point-to-point and point-to-multipoint networks including accessories

About Cambium Networks

Cambium Networks is a leading global provider of wireless connectivity solutions that bring people, places and things together. Specializing in providing an end-to-end wireless fabric of reliable, scalable, secure, cloud-managed platforms that perform under demanding conditions, Cambium Networks empowers service providers and enterprise, industrial and government network operators to build intelligent edge connectivity. Cambium Networks' commitment to end-to-end innovation in wireless access is demonstrated in the millions of radios deployed in thousands of networks that connect communities around the world. Team members also contribute to social responsibility activities to serve the communities in which they live. Headquartered outside Chicago with R&D centers in the U.S., U.K. and India, Cambium Networks sells through a range of trusted global distributors.

www.cambiumnetworks.com

©2019 The copyright in this document is owned by Cambium Networks.



Queensland Treasury

SARA reference: 2008-18299 SRA
 Council reference: FM:MM Doc:526413
 Applicant reference: 067-B007

4 September 2020

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

Attention: Ms Fiona Macleod

Dear Ms Macleod

SARA response—185 Chelmer Road, Thallon

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

The development application described below was confirmed as properly referred by the State Assessment and Referral Agency (SARA) on 17 August 2020.

Response

Outcome:	Referral agency response - No requirements Under section 56(1)(a) of the <i>Planning Act 2016</i> , SARA advises it has no requirements relating to the application.
Date of response:	4 September 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 Telecommunications Facility
SARA role:	Referral Agency.	
SARA trigger:	Schedule 10, Part 9, Division 4, Subdivision 2, Table 4, Item 1 (10.9.4.2.4.1)—Material change of use of premises near a state transport corridor or that is a future state transport corridor (Planning Regulation 2017)	
SARA reference:	2008-18299 SRA	
Assessment Manager:	Balonne Shire Council	

Street address: 185 Chelmer Road, Thallon
Real property description: Lot 3 on BLM1206
Applicant name: Field Solutions Group
Applicant contact details: C/- Out of the Woods Planning
14 Cobbold Lane
Maroochydore QLD 4558
wendy@outofthewoodsplanning.com.au

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) 4616 7302 or via email ToowoombaSARA@dsdmip.qld.gov.au who will be pleased to assist.

Yours sincerely



Darren Cooper
Manager - DDSW (Planning)

cc Field Solutions Group, C/- Out of the Woods Planning, wendy@outofthewoodsplanning.com.au
enc Attachment 1 - Advice to the applicant
Attachment 2 - Reasons for referral agency response
Attachment 3 - Representations about a referral agency response

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) 2.6. 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 SARA's decision are:

The development complies with *State code 1: Development in a state-controlled road environment* of the SDAP. Specifically, the development:

- does not create a safety hazard for users of a state-controlled road
- does not result in a worsening of the physical condition or operating performance of state-controlled roads and the surrounding road network
- ensure the road works on, or associated with, the state-controlled road network are undertaken in accordance with applicable standards
- does not compromise the state's ability to maintain and operate state-controlled roads, or significantly increase the cost to maintain and operate state-controlled roads.

Material used in the assessment of the application:

- The development application material and submitted plans
- *Planning Act 2016*
- Planning Regulation 2017
- The SDAP (version 2.6)
- The Development Assessment Rules
- SARA DA Mapping system

Attachment 3—Representations about a referral agency response

(page left intentionally blank)

OFFICER REPORT

TO: Council

SUBJECT: **MCU 180 - Development Application for Material Change of Use - "Telecommunications Facility" Located at 29050 Moonie Highway, St George QLD 4487 (described as Lot 23 on SP101401)**

DATE: 07.09.20

AGENDA REF: ERS6

AUTHOR: Fiona Macleod - Planning & Development Officer

Sub-Heading

MCU 180 Development Application for Material Change of Use telecommunications facility at 29050 Moonie Highway, St George (Lot 23 on SP101401) by Council's planner.

Overview

Council has received a properly made development application from Field Solutions Group C/- Out of Woods Planning (Wendy Wood) for a Material Change of Use – "Telecommunications Facility" to be located at 29050 Moonie Highway, St George QLD 4487, properly described as Lot 23 on SP101401.

The development application, for a telecommunications facility, is subject to Code 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:	Field Solutions Group C/- Out of the Woods Planning (Wendy Wood)
Owner of Land:	Queensland Cotton Corporation Limited
Land description:	Lot 23 on SP101401
Lot area:	203.4 hectares
Zone/Precinct:	Rural Zone
Overlay:	Nil
Proposal:	Material Change of Use – "Telecommunications Facility"
Proposal Assessment category:	Code Assessment

Referral/Concurrency Agencies:	Department of Transport & Main Roads via the State Assessment and Referral Agency (SARA) (Concurrency Agency Referral)
Properly made date:	7 August 2020

PROPOSAL

The application seeks approval for a Material Change of Use – “Telecommunications Facility” located at 29050 Moonie Highway, St George QLD 4487, properly described as Lot 23 on SP101401.

The proposal involves the construction of a Telecommunication Facility which will form part of the Balonne Shire Council ‘Digital Connectivity’ project. Specifically, the intent of the project is to provide internet connectivity to remote areas within Balonne Shire Council area.

The result of the telecommunications facility will be to enable fixed wireless internet. Symmetrical bandwidth will be available with guaranteed speeds and unlimited usage for remote rural households in Balonne Shire.

The facility will comprise of the following:

- A 45m metal lattice tower;
- Associated infrastructure including;
 - Dual Pole Parabolic Antennas (Dishes)
 - Sector Antennas
 - Enclosed Control Panel mounted at ground level

The facility will have a footprint of approximately 25m x 25m with a formal agreement arranged with the landholder.

(Refer to Attachment 1: Development Application - Proposal Plans)

Access to the site will be gained via an existing crossover off Moonie Highway. The maximum vehicle size that will be accessing the development will be a medium rigid vehicle. The facility will require connection to existing electricity supply onsite.

It is anticipated the period of construction will be approximately one week. Once the facility is operational it will continuously operate unstaffed and generally only requires maintenance once a year over a period of one day.

Characteristics of the site:

The development site is located in the Rural Zone of the *Balonne Shire Planning Scheme 2019* and is approximately 6km east of St George. Access to the site is gained via an existing 10-metre-wide bitumen sealed commercial crossover from Moonie Highway.

The subject site is rectangular rural zone block comprising a total area of 203.4 hectares. The lot is located on the northern side of the Moonie Highway. The lots current land use is for rural industry (cotton gin) purposes.

The proposed telecommunications facility will be located in a central location of the lot in close proximity to the existing Cotton Gin infrastructure **(Refer to figure 1 – Site Plan)**. Given the permitted land use currently occurring on the property (Cotton Gin) there are numerous buildings. The buildings are sited centrally on the property with the surrounding area to the south east corner of the lot providing storage for cotton bales. The property is largely devoid of vegetation and fronts the Moonie Highway to the south with agricultural activities occurring on adjoining lots.

Directly adjoining land uses are as follows;

- North: Lot 24 on SP101401 Freehold Agricultural (grazing/cropping) land
- South: Moonie Highway (State Controlled Highway)
- East: Lot 24 on SP101401 Freehold Agricultural (grazing/cropping) land
- West: Lot 17 on BLM653 Freehold Agricultural (grazing) land and Telecommunications Facility and Lot 24 on SP101401 Freehold Agricultural (grazing/cropping) land

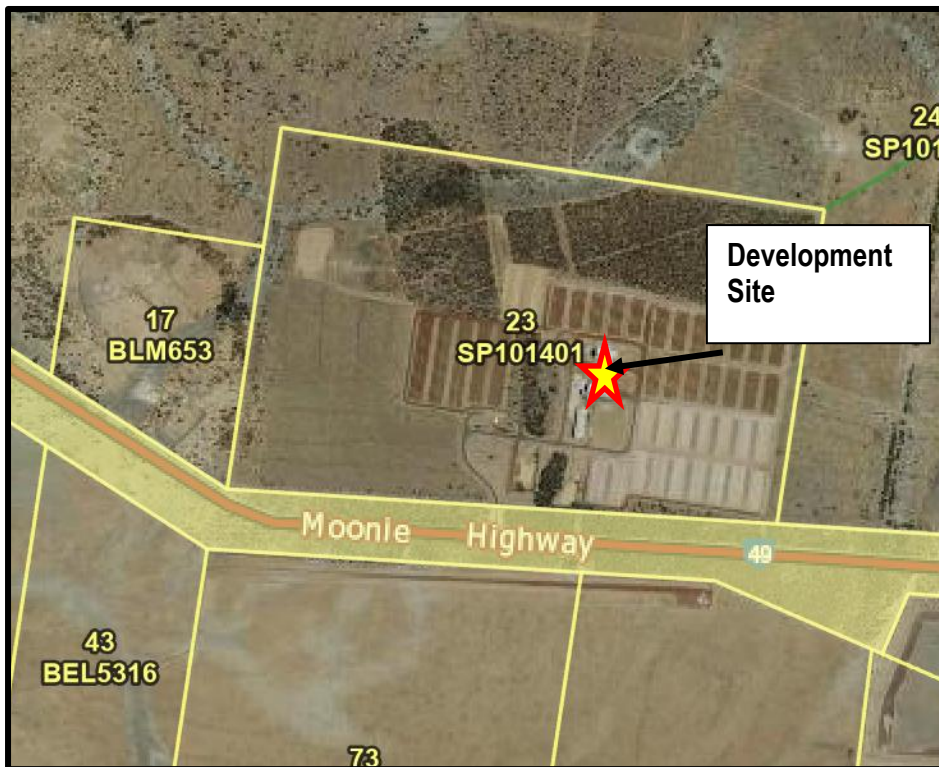


Figure 1: Site Locality

Source: QLD Globe



Figure 2: Zoning Map: Rural Zone

Source: Balonne Shire Online Mapping

Vegetation

The development site contains sparse areas of the following Matters of State Environmental Significance identified on the Queensland State Planning Policy (SPP) Interactive Mapping System.

- MSES - Regulated vegetation (category B and C)

The proposed development does not involve any clearing of any vegetation. Nor is it located over an area which contains MSES – Regulated vegetation (category B or C).



Figure 4: Environment and Heritage

Source: QLD SPP Interactive Mapping System

Natural Hazards

The development site is subject to areas of bushfire hazard identified on the Queensland State Planning

Policy Interactive Mapping System (Bushfire prone area). The location of the proposed facility is not within an area affected by bushfire hazard.

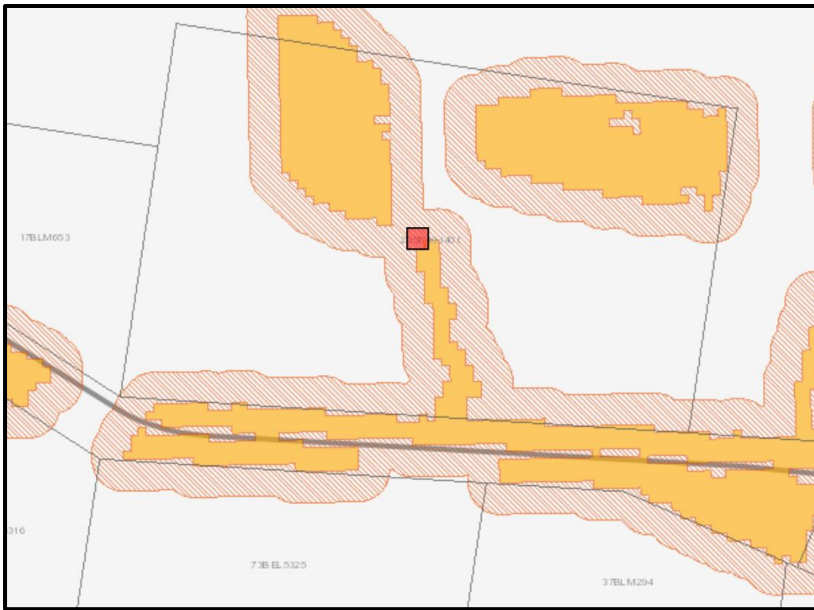


Figure 6: Bushfire fire hazard areas

Source: QLD SPP Interactive Mapping System

ASSESSMENT

The proposal constitutes a *material change of use* as defined in the *Planning Act 2016* (being *the start of a new use of the premises*).

The proposed use is defined as “Telecommunications Facility” in the *Balonne Shire Planning Scheme 2019* (the Planning Scheme):

Telecommunications Facility means:

Premises used for systems that carry communications and signals by means of radio, including guided or unguided electromagnetic energy, whether such facility is manned or remotely controlled.

Examples include: Telecommunication tower, broadcasting station, television station

The use does not include the following examples: Aviation facility, ‘low impact telecommunications facility’ as defined under the *Telecommunications Act 1997*

Pursuant to Section 45 of the *Planning Act 2016*, a Code Assessable application is an assessment that must be carried out only -

- (a) *against the assessment benchmarks in a categorising instrument for the development; and*
- (b) *having regard to any matters prescribed by regulation.*

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 4 Local Government Infrastructure Plan
- Part 5 Tables of assessment
- Part 6 Zones
 - Part 6.2.5 Rural zone code
- Part 7 Development Codes
 - Part 7.3.1 General development code

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. The Tables of Assessment identify the level of assessment for the proposed land use in the proposed location as “Code Assessment.”

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 Rural Zone.

Part 6.2.5 - Rural Zone Code

The purpose of this code is to:

- (a) Primarily accommodate grazing and value-adding rural uses (such a cropping) where they do not conflict with petroleum leases or facilities or stock routes.*
- (b) Ensure the productive capacity of agricultural and associated rural industries that rely on Important Agricultural Areas (IAA) land and identified as IAA as shown on SPP mapping – Economic Growth, Agriculture is maximised and maintained while protecting biodiversity values including MSES and also allowing for farm diversification and value adding industries to occur in the rural area.*
- (c) Maintain the character and amenity of the rural and natural environment.*
- (d) Encourage tourism development where it can value-add to the viability of rural enterprises, does not diminish biodiversity values including MSES and avoids impacts of flooding and bushfire.*
- (e) Ensure that the stock route network is maintained and protected from inappropriate or incompatible development.*
- (f) Ensure development protects extractive resources development from reverse amenity impacts resulting from existing and proposed rural uses and, also protects new rural uses from impacts of existing or future extractive industries by maintaining separation distances or buffers.*
- (g) Ensure development does not obstruct the safe and efficient operation of pipelines.*
- (h) Enables the development and supply of renewable energy such as solar farms, geothermal energy, bioenergy, hydropower and wind at the regional, local and individual scale in appropriate locations.*

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

- (a) The zone primarily accommodates grazing and value-adding rural uses where they do not conflict with petroleum leases or facilities or stock routes.*
- (b) New small-scale tourist developments are located where they:*
 - i. Are associated with and do not threaten the viability of existing rural uses.*
 - ii. Assist with maintaining the viability of existing rural production enterprises.*
 - iii. Support and add to the quality of experiences on the Adventure Way and Great Inland Way.*
 - iv. Protect extractive resources of local and state significance and operating extractive industry from encroachment by incompatible land uses.*
- (c) New extractive industries are established only where they do not impact on the viability of existing agricultural, residential and tourist uses.*
- (d) Biodiversity values and ecological connectivity associated with MSES are protected and maintained.*
- (e) Development is serviced with infrastructure including formal road access and is appropriate for the level of risk associated with any flood and bushfire hazard.*

The proposed development complies with the Purpose and Outcomes of the Rural zone because:

- The telecommunications facility will allow the continuation of existing rural industry (cotton gin) activities occurring on the property.
- The location has been sited on the lot to ensure that biodiversity values and ecological connectivity associated with MSES, will not be encroached on.
- No pipelines are located within the vicinity of the proposed development.
- The developments location on the property is in an area not subject to Bushfire hazard.
- Given the nature of the proposed use, being for telecommunications purposes, existing activities located within the Rural Zone will not be negatively impacted. It is considered that the use coexists with agricultural activities being that it has a small development footprint and once constructed only needs to be accessed once a year for maintenance purposes.

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 Proposed uses established in the Rural zone do not conflict with existing rural land uses or the biodiversity (including MSES), scenic and community values of the area.	<p style="text-align: center;">✓</p> <p>The proposed 45 metre high telecommunications facility is considered to be able to coexist with existing rural industry (cotton gin) operations occurring on the property given the small footprint of the development as well as being unmanned and only maintained once a year once constructed. Additionally, no reverse amenity impacts to the rural industry (cotton gin) on the property and in the surrounding area will occur as a result of the development given that the use is not 'sensitive'.</p> <p>There is no recognised biodiversity (including MSES) identified within the proposed development footprint.</p> <p>While the tower will be visible from the highway it is a use commonly found in the rural area and furthermore the width and construction materials of the tower will reduce visual bulk when seen from the road (i.e. not made of solid materials).</p> <p>The purpose of the facility, to allow internet connectivity to remote communities, can be recognised as an essential community service and therefore positively adds to the surrounding community.</p>
PO2 Uses established in the Rural zone do not conflict with: <p>(a) Petroleum infrastructure that occurs on petroleum leases or under petroleum facility licences and pipeline licences.</p>	<p>N/A – The proposed development is not located within the vicinity of a pipeline.</p> <p>N/A – While the proposed development is located adjacent to a stock route, given the nature of the use being unmanned and only visited annually it is</p>

<p>(b) The function of stock routes.</p> <p>(c) Mining leases and claims.</p>	<p>considered that there will be no impact to the existing interaction of the lot with the stock route.</p> <p style="text-align: center;">✓</p> <p>While the property is identified as 'priority agricultural area' it is considered that the development footprint will not restrict on future agricultural activities occurring on the site. Additionally, the siting of the development is next to the rural industry (cotton gin) infrastructure therefore continuing the built form clustering at the centre of the site.</p>
<p>PO3</p> <p>Tourist uses that support the primary rural uses on the site are limited in scale and do not threaten the viability of traditional rural uses.</p>	<p>N/A – The proposed development is not for a tourist use.</p>
<p>PO4</p> <p>Extractive industry is adequately separated from sensitive land uses to minimise potential for nuisance or complaint.</p>	<p>N/A – The proposed development is not for an extractive industry use.</p>
<p>PO5</p> <p>Development is connected to an appropriate level of infrastructure services.</p>	<p style="text-align: center;">✓</p> <p>The development is for a telecommunications facility and therefore infrastructure required for the operation of the tower is electricity. An existing electricity supply available to the property will be utilised for the facility.</p> <p>Given the nature of the use no water or sewerage supply connections are required.</p>
<p>PO6</p> <p>Development is located to protect sensitive land uses from the impacts of previous activities that may cause risk to people or property including land containing former mining activities and hazards e.g. disused underground mines, tunnels and shafts.</p> <p>Note: A geotechnical assessment report prepared by a suitably qualified and experienced person will assist in demonstrating the achievement of the performance outcome where a possible risk from former mining activities is identified through local knowledge, a pre-development ground inspection, Schedule 4 – Online Mapping Resources – Mines Online Maps, or other sources.</p>	<p>N/A – the development is not for a sensitive land use nor is the subject site identified as being located on an area where previous mining activities and hazards have occurred.</p>
<p>PO7</p> <p>Renewable energy facilities are located and designed to avoid adverse impacts on sensitive uses including impacts on privacy, safety, noise, odour and fumes by lighting and traffic generation.</p>	<p>N/A – the development is not for a renewable energy facility.</p>

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 area on the property that 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 is consistent with the existing character of the rural zone being that there are existing telecommunications facilities located in the rural area;
- The proposed development will be connected to electricity supply and has direct access to the road network;
- The proposed development will allow for adequate manoeuvring onsite to allow for safe and efficient access and egress from the site;
- The proposed development will not conflict with the ongoing efficient and safe use of the stock route network; and

- The development is appropriately separated from pipelines and will not impact on 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.	✓ The proposed development for telecommunications tower and associated infrastructure footprint on the agricultural land located in the rural zone will be minimal in area, being 25 x 25 metres. Accordingly, it is considered that the local character of the zone, for Rural purposes will be retained. While the facility will be visible from the Moonie Highway, given the construction materials and other telecommunications facilities located within the Rural zone, it is considered that the predominant agricultural uses intended for the rural zone and surrounding localities will continue to be the dominant landscape of the area and the telecommunications facility will not change the local character of the Rural 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.	N/A – Given the location and use of the proposed development within the Rural zone and nature of the facility being a 45 metre lattice metal tower, landscaping is not considered necessary.
Building Design	
PO3 New development maintains the low-rise scale and character of the Shire.	✓ While the proposed telecommunications facility will be 45 metres in height, it is not an uncommon feature within the Rural zone with other towers located in the Balonne Shire rural landscape. For the facility to provide appropriate internet services to the community it is required to be of substantial height. The construction materials of the tower allow some transparency therefore reducing the visual bulk and scale of the facility. It is considered that the development will not negatively impact on the character of the Rural zone.
PO4 New buildings or structures present a traditional façade to the street.	N/A – Given the nature and location of the proposed development, being for a telecommunications structure, the design is limited with respect to appearance. However, it is noted that the structures materials are consistent with other telecommunications facilities located within the rural zone being a partially transparent lattice tower.
PO5 Development is generally in accordance with existing setbacks within the locality.	✓ Given the developments location within the subject property, behind existing buildings which are setback considerable distance from the Moonie Highway, it is

	considered that the proposed facility will not impact on the existing setbacks within the locality.
PO9 Other than where located in the Rural zone, buildings and structures for ancillary uses and activities such as sheds are subordinate in use and size to the primary use of the premises.	N/A – The proposed development is located within the rural zone and does not propose any ancillary uses.
Ancillary Uses	
PO10 The proposed development accommodates sufficient car parking on site.	<p style="text-align: center;">✓</p> <p>Under the current planning scheme there is no statutory requirement for car parking associated with a telecommunications facility use.</p> <p>It is not considered necessary that formal car parking is provided for the development given once construction has been completed the telecommunications facility will operate unmanned. Vehicles visiting the premises will be only annually for maintenance purposes. The open area surrounding the proposed telecommunications facility is therefore considered as sufficient parking for when the maintenance vehicle enters the premises annually.</p> <p>The proposed development layout allows adequate onsite manoeuvring areas and enables vehicles to leave the site in forward gear.</p>
PO11 The proposed driveway is clear of all impediments.	<p style="text-align: center;">✓</p> <p>There is will be no change to the existing access driveway location off the Moonie Highway, which is clear of impediments. The application was required to be referred to DTMR as manager of the road corridor where the access is proposed who sited no concerns or conditions with respect to the proposed access for the facility.</p>
PO12 The location of driveways does not create a danger to the safety and efficiency of existing intersections.	<p style="text-align: center;">✓</p> <p>The application was required to be referred to DTMR as manager of the road corridor where the access is proposed who sited no concerns or conditions with respect to the proposed access for the facility.</p>
PO13 Access to, from and within the site: 1. is adequate for the type and volume of traffic generated by the use. 2. does not adversely impact on the traffic network external to the site. 3. caters for safe pedestrian access. 4. provides for disabled access.	<p style="text-align: center;">✓</p> <p>The application was required to be referred to DTMR as manager of the road corridor where the access is proposed who sited no concerns or conditions with respect to the proposed access for the facility.</p>
Infrastructure and Services	
PO14	<p style="text-align: center;">✓</p> <p>The proposed development will be connected to an electricity supply.</p>

The development is supplied with an appropriate level of infrastructure to support the intended use.	
PO15 All development has an adequate supply of potable water and can provide for appropriate treatment and disposal of effluent and other wastewater. 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> .	N/A – given the proposed development, being for a telecommunications facility, the use does not require water or sewerage supply to operate. The facility will be unmanned.
PO16 Stormwater is collected and discharged to ensure no impacts on adjoining landowners, BSC or State infrastructure while also ensuring environmental values of waters in the Shire are maintained.	✓ The proposed development incorporates minimal hard surface areas and therefore stormwater runoff will be negligible. The proposed development does not require a stormwater disposal system.
PO17 Wastewater discharge to a waterway is avoided or managed in a way that maintains ecological processes, riparian vegetation, waterway integrity, and downstream ecosystem health.	N/A – the development will not result in any wastewater discharge given that it is an unmanned facility with transparent construction materials (lattice tower).
BSC assets	
PO18 Structures and buildings do not adversely impact on BSC infrastructure.	N/A – the development is not in proximity to any BSC infrastructure.
Electricity infrastructure	
PO29 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.	✓ The subject site is not located near major electricity infrastructure or substations.
Local heritage places	
PO30 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.	✓ The subject site is not located near a local heritage place.
Aviation facilities	
PO32 Development does not interfere with the function of air service facilities SPP mapping – Infrastructure – Strategic Airport and Aviation Facilities .	✓ The proposed development will not interfere with the function of the St George airport.

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 4, Item 1 of the *Planning Regulation 2017*.

SARA have issued a referral agency response with no conditions (see attachment 2).

Public Notification and Submissions

Not applicable.

Link to Corporate Plan

Function	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

Legal Implications

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

Policy Implications

Council's planning policies apply.

Financial and Resource Implications

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

Attachments

1. Attachment 1: MCU 180 Proposal Plans.pdf [↓](#)
2. Attachment 2: MCU 180 SARA Concurrence Agency Response.pdf [↓](#)

Recommendation

That:

1. Council approves the development application MCU 180 for Material Change of Use – “Telecommunications Facility” on land located at 29050 Moonie Highway, St George, described as Lot 23 on SP101401 subject to the permit conditions listed below.

DEVELOPMENT PERMIT CONDITIONS

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 a “**Telecommunications Facility**” means premises used for systems that carry communications and signals by means of radio, including guided or unguided electromagnetic energy, whether such facility is manned or remotely controlled.
- 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 any cut exceeds 100m³ and/or filling works that exceed 500m³.
- 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.

Use

2. The approved development is a Material Change of Use - "Telecommunications Facility" as defined in the Planning Scheme and as shown on the approved plans.
3. A development permit for building works must be obtained prior to commencing construction of the telecommunications facility.
4. 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
067-B003-1 Revision A	Site Plan	17/07/2020
RQ5341-1-2 Revision A	Sample Drawing 45m RT40 General Arrangement	16/05/2018

5. 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.

Compliance inspection

6. 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.
7. Prior to the commencement of the use, the applicant shall contact Council to arrange a development compliance inspection.

Applicable Standards

8. All works must comply with:
 - a. the development approval conditions;
 - b. any relevant provisions in the Planning Scheme;
 - c. any relevant Australian Standard that applies to that type of work; and
 - d. 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

9. The developer shall ensure that all approved 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.
10. 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).

Safety

11. Any required obstacle lighting or marking is to be installed and maintained on the approved "Telecommunication Facility" in accordance with the Civil Aviation Safety Authority's (CASA) and *Manual of Standards Part 139 – Aerodromes*.

Waste Management

12. 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*.
13. All waste generated on-site must be managed in accordance with the waste management hierarchy as detailed in the *Waste Reduction & Recycling Act 2011*.

Stormwater Drainage

14. Stormwater drainage is to be provided in accordance with:
 - a. Queensland urban drainage manual, 3rd Edition, Queensland Department of Energy and Water Supply, 2013;
 - b. Pilgrim, DH, (ed)., Australian Rainfall & Runoff – A Guide to Flood Estimation, Institution of Engineers, Australia, Barton, ACT, 1987; and
 - c. Class 1 and Class 10 buildings – National Construction Code, Volume 2.

Earthworks and Construction

15. 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.

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. Lighting of the site, including any security lighting, shall be such that the lighting intensity does not exceed 8.0 lux at a distance of 1.5 metres from the site at any property boundary.
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.

Services

21. The proposed development must be connected to an electricity supply that is adequate for the use.

No Cost to Council

22. 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

23. 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.

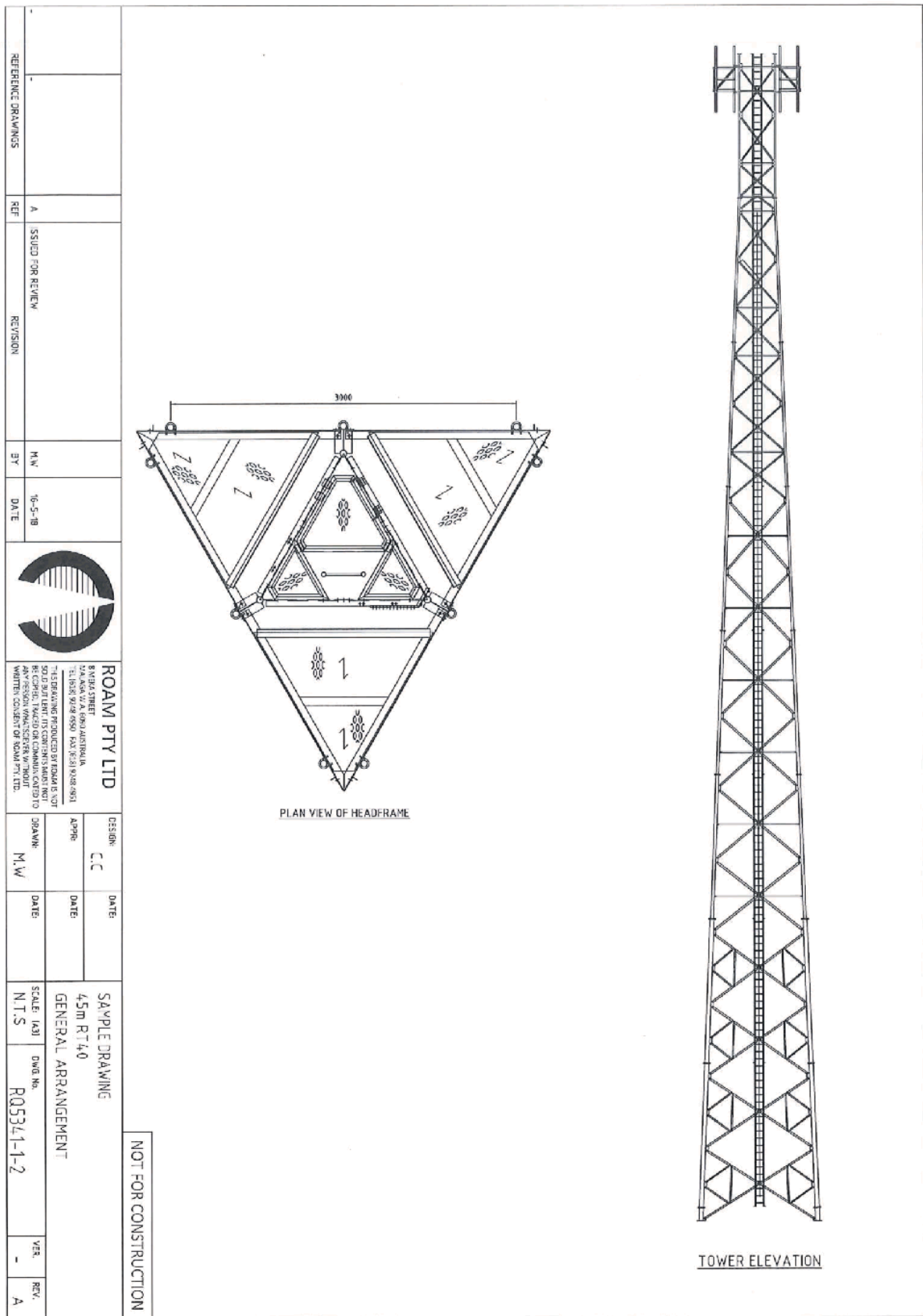
Application Documentation

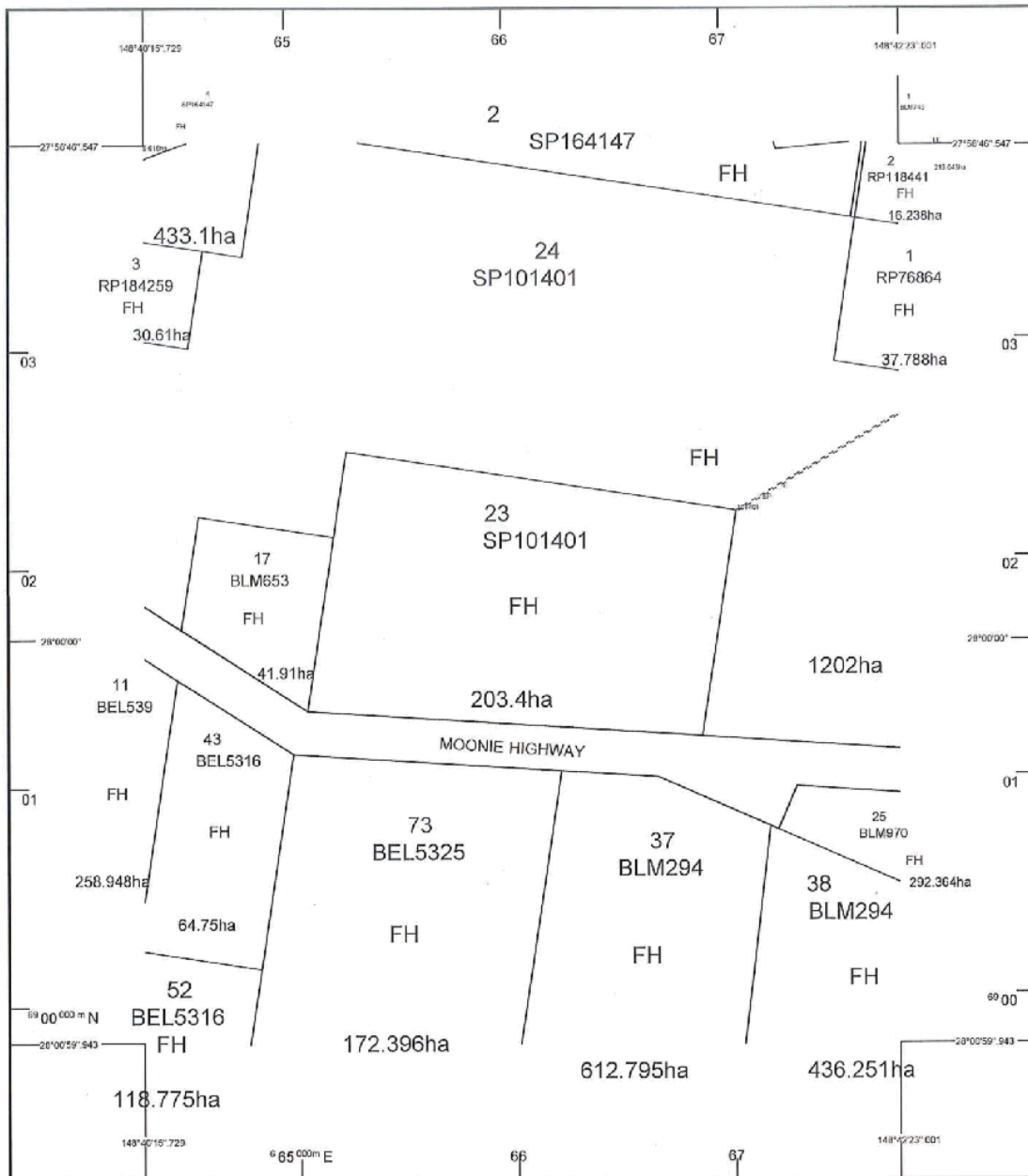
24. It is the developer's responsibility to ensure that all entities associated with this Development Approval have a legible copy of the Decision Notice, Approved Plans and Approved Documents bearing 'Council Approval'.

Digby Whyte

Director Environment & Regulatory Services







STANDARD MAP NUMBER
8642-32233

MAP WINDOW POSITION &
NEAREST LOCATION

148°40'15\"/>

+



SUBJECT PARCEL DESCRIPTION

DCDR
Lot/Plan
Area/Volume
Tenure
Local Government
Locality
Segment/Parcel

23/8P101401
203.4ha
FREEHOLD
BALONNE SHIRE
ST GEORGE
47353104

CLIENT SERVICE STANDARDS

PRINTED (ddmm/yyyy) 04/07/2020

DCDR 02/07/2020 (Lots with an area less than 3000m² are not shown)

Users of the information recorded in this document (the Information) accept all responsibility and risk associated with the use of the Information and should seek independent professional advice in relation to dealings with property.

Despite Department of Natural Resources, Mines and Energy (DNRM) best efforts, DNRM makes no representations or warranties in relation to the Information, and, to the extent permitted by law, excludes or limits all warranties relating to correctness, accuracy, reliability, completeness or currency and all liability for any direct, indirect and consequential costs, losses, damages and expenses incurred in any way (including but not limited to that arising from negligence) in connection with any use of or reliance on the Information.

For further information on SmartMap products visit
<https://www.dlr.qld.gov.au/housing/buying-owning-homes/property-land-valuations/smartmaps>

SmartMap

An External Product of
SmartMap Information Services
Based upon an extraction from the
Digital Cadastral Data Base



Queensland
Government
(c) The State of Queensland,
(Department of
Natural Resources,
Mines and Energy) 2020.

ePMP™ 3000 Sector Antenna



Cambium Networks has deployed more than five million radios around the world achieving unparalleled degrees of scalability. Continuing the tradition of designing and manufacturing industry leading antenna solutions, the ePMP 3000 4X4 sector antenna encompasses all the key differentiations of the Cambium Antenna line and adds 4X4 Multi User MIMO Capability. Designed to work in 5 GHz spectrum and 90 degree coverage, the antenna is an integral part of the ePMP 3000 Access Point and allows for Multi User MIMO Operation.

KEY DEPLOYMENT ADVANTAGES

- **Frequency Re-use:** Designed for ABAB channel re-use (two channels covering four sectors), the sector antenna has a minimum 30 dB front to back ratio over a wide rear facing aperture.
- **Channel Flexibility:** Consistent gain from 4.9 to 6.0 GHz allows the operator to select a channel anywhere in the band and achieve the expected performance.
- **Consistent Coverage:** Excellent null fill capabilities of the antenna allow for broad geographical coverage within a sector even near the base of the tower and the edges of the sector.
- **Designed for the Installer:** Small, compact design, integrated ePMP radio mount and GPS antenna integration.
- **Predictable Performance:** The sector antenna is integrated into Cambium Networks LINKPlanner. The 3D model shows coverage at all elevations and across the azimuth.

KEY SPECIFICATIONS:

- 17 dBi gain
- 4.9 to 5.97 GHz spectrum
- 30 dBi front to back ratio
- IP 65 ruggedization

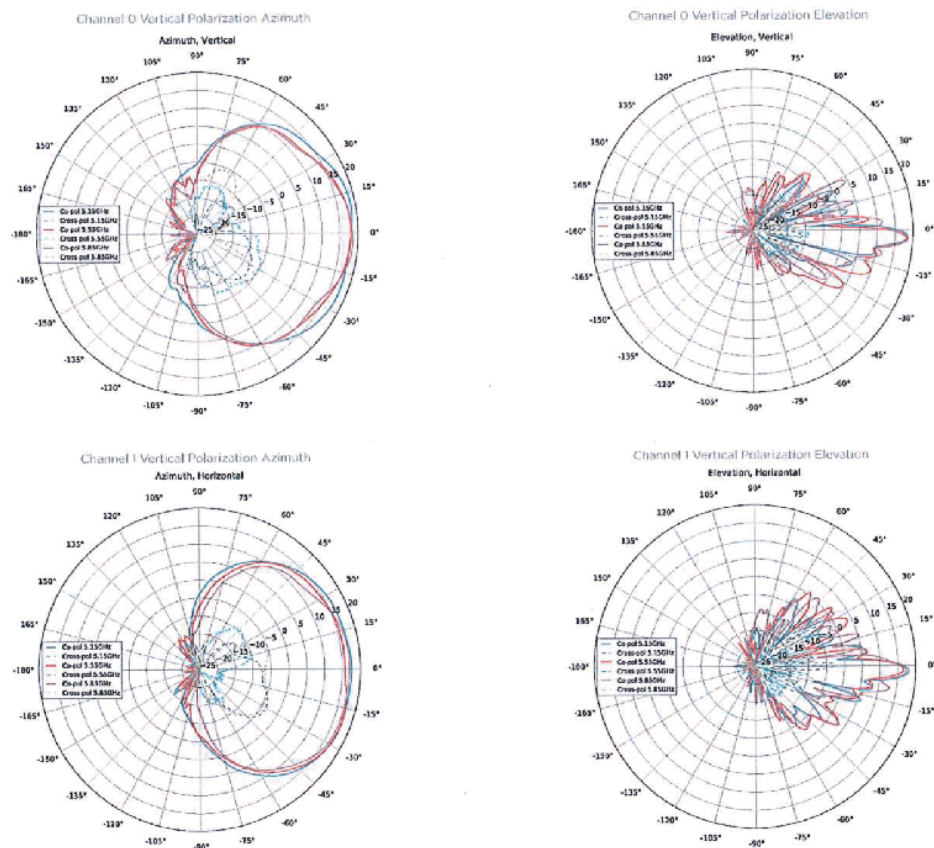
SPECIFICATIONS

ePMP 3000 SECTOR ANTENNA	
Model Number	C050910D301A
Frequency Range	4.9 GHz to 5.97 GHz
Gain	17 dBi
3 dB Beamwidth - Azimuth	70 degrees
3 dB Beamwidth - Elevation	6 degrees
Electrical Downtilt	-2 degrees
Polarization	2X Horizontal, 2X Vertical

SPECIFICATIONS

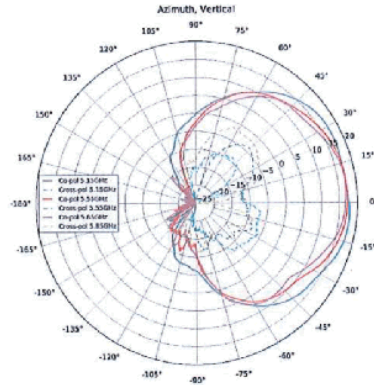
ePMP 3000 SECTOR ANTENNA	
Model Number	COS09100301A
Port-to-Port Isolation	> 20 dB
Front-to-Back Ratio	30 dB
Maximum Input Power	5 W
Input Impedance	50 ohms
Mounting Connectors	4 x RP SMA
Mounting Hardware	Included for mounting to mast diameters 2" to 4" (5 cm to 10 cm) -10 to +5 degree tilt Hardware included to connect ePMP access point to back of antenna body
Physical Dimensions	Antenna Body: 23.4" (H) x 9.6" (W) x 3.25" (D) (594 mm x 157 mm x 110 mm)
Weight	Antenna Body: 8.0 lbs, 3.7 kg w/ ePMP 3000 Access Point and Mounting Brackets: 13.8 lbs, 6.3 kg
Environmental	IP65
Radome Material	UV Protected ABS
Operating Temp	-40°C to 60°C (-40°F to 140°F)

ANTENNA PATTERNS

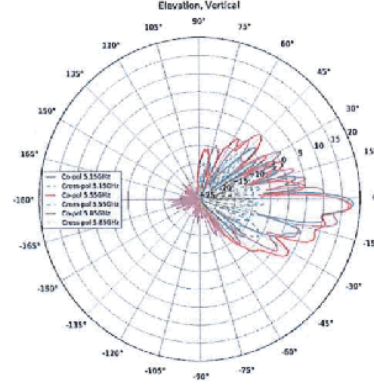


ANTENNA PATTERNS

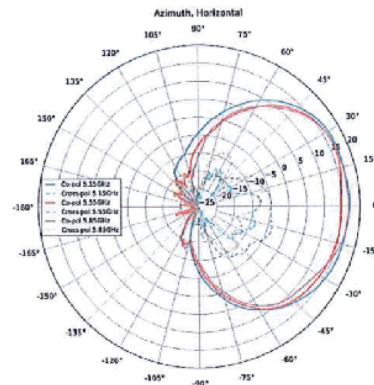
Channel 2 Vertical Polarization Azimuth



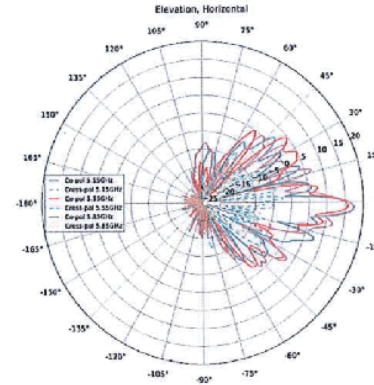
Channel 2 Vertical Polarization Elevation



Channel 3 Vertical Polarization Azimuth



Channel 3 Vertical Polarization Elevation



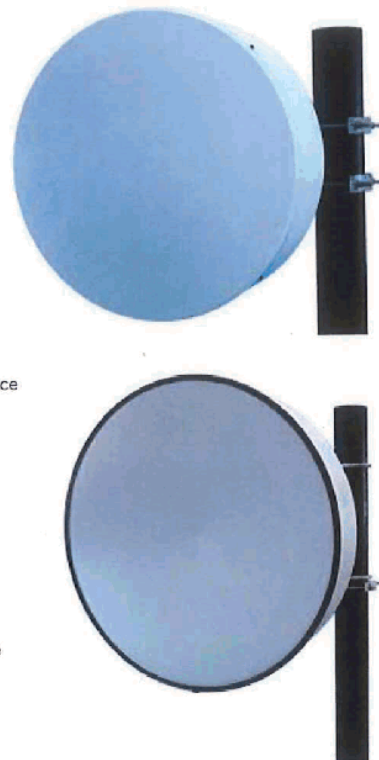
© 2018 Cambium Networks Ltd. All rights reserved.

SS ePMP™ 3000 Sector Antenna 10032018



5.25 - 5.85 GHz High Performance Dual Pole Parabolic Reflector Antenna

High Performance Dual Pole Parabolic Reflector Antennas from Cambium Networks are well-suited for deployment with any of the sub-6 GHz PTP products. They are engineered to provide ETSI class 2/3 radiation pattern performance as well as excellent gain. Field-proven preassembled antennas and robust pole mounts ensure "set and forget" installation with minimal post installation maintenance. The included radome ensures robust and reliable performance under the most challenging conditions.



FEATURES AND BENEFITS:

- High Performance ETSI Class 2/3* Parabolic Antennas - Excellent performance for a wide range of applications
- Fully Preassembled at the Factory - Simplifies installation on site and guarantees "factory tested" quality
- Industry leading 7year warranty
- Suitable for deployment with PTP 650, PTP 670, PTP 700 and PTP 450i connectorized radios.
- Fully supported in LINKPlanner™ providing accurate predictions of PTP link performance and availability. LINKPlanner™ is available at no charge from the support website at cambiumnetworks.com.

**ETSI Class depends on frequency band*

SPECIFICATIONS

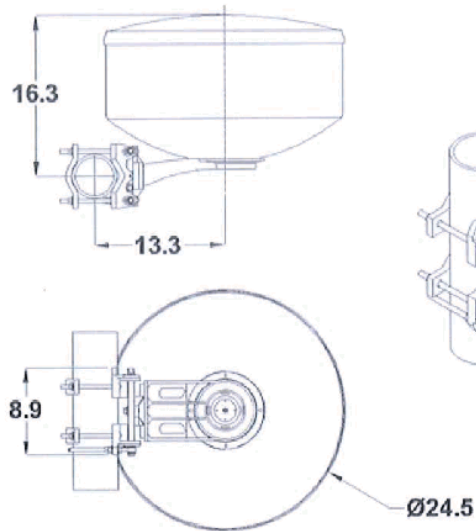
GENERAL

Antenna Type	High Performance Parabolic Reflector Antenna
Size, nominal	2 ft (0.6 m); 3 ft (0.9 m); 4 ft (1.2 m)
Polarization	Dual
Standard RF Connector Type	N-Female

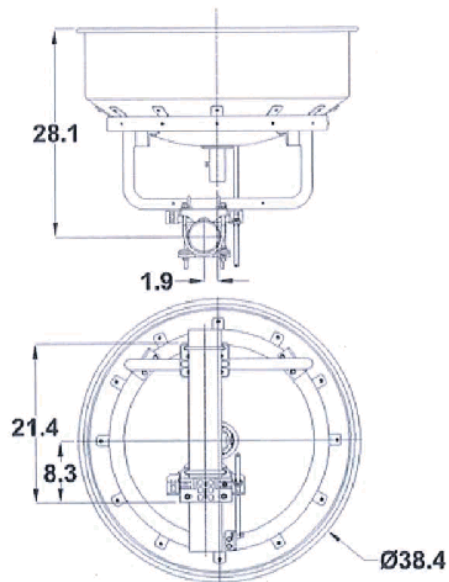
SPECIFICATIONS

ELECTRICAL	2 FT (0.6 M)	3 FT (0.9 M)	4 FT (1.2 M)
Model Number	RDH4508B	RDH4509B	RDH4510B
Description	5.25-5.85 GHz, 2-FT (0.6M), HIGH PERFORMANCE DUAL-POL	5.25-5.85 GHz, 3-FT (0.9M), HIGH PERFORMANCE DUAL-POL	5.25-5.85 GHz, 4-FT (1.2M), HIGH PERFORMANCE DUAL-POL
Operating Frequency Band	5.25 - 5.85 GHz	5.25 - 5.85 GHz	5.25 - 5.85 GHz
Half Power Beamwidth, Horizontal	6.1 degrees	4.2 degrees	3 degrees
Half Power Beamwidth, Vertical	6.1 degrees	4.2 degrees	3 degrees
Cross-Polarization Discrimination	28 dB	30 dB	30 dB
Front to Back Ratio (F/B)	44 dB	46 dB	49 dB
Gain, Low Frequency	28.3 dBi	31.8 dBi	34.2 dBi
Gain, Mid Frequency	28.8 dBi	32.3 dBi	34.7 dBi
Gain, High Frequency	29.3 dBi	32.8 dBi	34.7 dBi
VSWR	1.5:1	1.5:1	1.5:1
Return Loss	-14 dB	-14 dB	-14 dB
MECHANICAL	2 FT (0.6 M)	3 FT (0.9 M)	4 FT (1.2 M)
Model Number	RDH4508B	RDH4509B	RDH4510B
Description	5.25-5.85 GHz, 2-FT (0.6M), HIGH PERFORMANCE DUAL-POL	5.25-5.85 GHz, 3-FT (0.9M), HIGH PERFORMANCE DUAL-POL	5.25-5.85 GHz, 4-FT (1.2M), HIGH PERFORMANCE DUAL-POL
Fine Azimuth Adjustment	+/- 10 degrees	+/- 10 degrees	+/- 10 degrees
Fine Elevation Adjustment	+/- 30 degrees	+/- 25 degrees	+/- 25 degrees
Mounting Pipe Diameter, Min	2 inch 5.08 cm	4.5 inch 11.4 cm	4.5 inch 11.4 cm
Mounting Pipe Diameter, Max	4.5 inch 11.4 cm	4.5 inch 11.4 cm	4.5 inch 11.4 cm
Net Weight	27 lbs 12.3 kg	50 lbs 22.3 kg	85 lbs 38.3 kg
Wind Velocity Operational	90 mph 145 km/h	90 mph 145 km/h	90 mph 145 km/h
Wind Velocity Survival Rating	125 mph 201 km/h	125 mph 201 km/h	125 mph 201 km/h
Axial Force (FA)	202 lbs 899 N	403 lbs 1972 N	737 lbs 3278 N
Side Force (FS)	100 lbs 445 N	200 lbs 890 N	365 lbs 1623 N
Twisting Moment (MT)	194 ft-lbs 263 Nm	344 ft-lbs 466 Nm	784 ft-lbs 1063 Nm
Operating Temperature Range	-40 to +60 C	-40 to +60 C	-40 to +60 C
Max Pressure, PSIG, (if waveguide interface)	5	5	5
REGULATORY COMPLIANCE			
RoHS-compliant	Yes	Yes	Yes
SHIPPING INFORMATION	2 FT (0.6 M)	3 FT (0.9 M)	4 FT (1.2 M)
Model Number	RDH4508B	RDH4509B	RDH4510B
Description	5.25-5.85 GHz, 2-FT (0.6M), HIGH PERFORMANCE DUAL-POL	5.25-5.85 GHz, 3-FT (0.9M), HIGH PERFORMANCE DUAL-POL	5.25-5.85 GHz, 4-FT (1.2M), HIGH PERFORMANCE DUAL-POL
Package Type	Cardboard	Wood Crate	Wood Crate
Gross Weight	48 lbs 28.7 kg	143 lbs 69.8 kg	196 lbs 88.9 kg
Dimensions, L x W x H	31 x 31 x 25in 79 x 79 x 64 cm	47 x 28 x 48in 119 x 71 x 122 cm	59 x 35 x 60in 149 x 89 x 152 cm
Shipping Volume	13.9 cu ft 0.39 cu m	36.56 cu ft 1.04 cu m	71.7 cu ft 2.03 cu m

TECHNICAL DRAWINGS

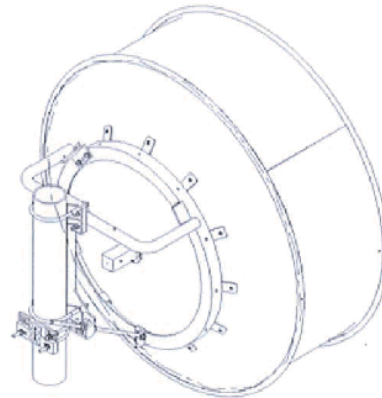
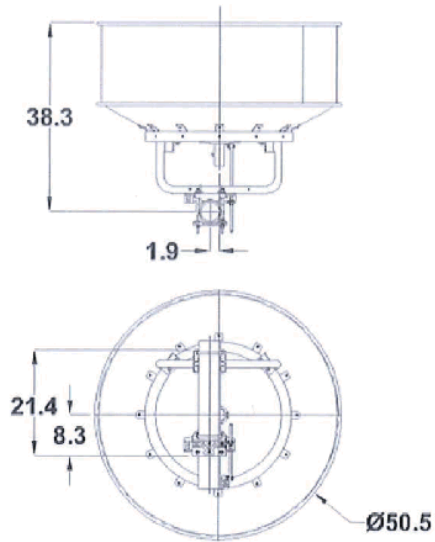


RDH4508B 5.25-5.85 GHz, 2-FT (0.6M),
HIGH PERFORMANCE DUAL-POL



RDH4509B 5.25-5.85 GHz, 3-FT (0.9M),
HIGH PERFORMANCE DUAL-POL

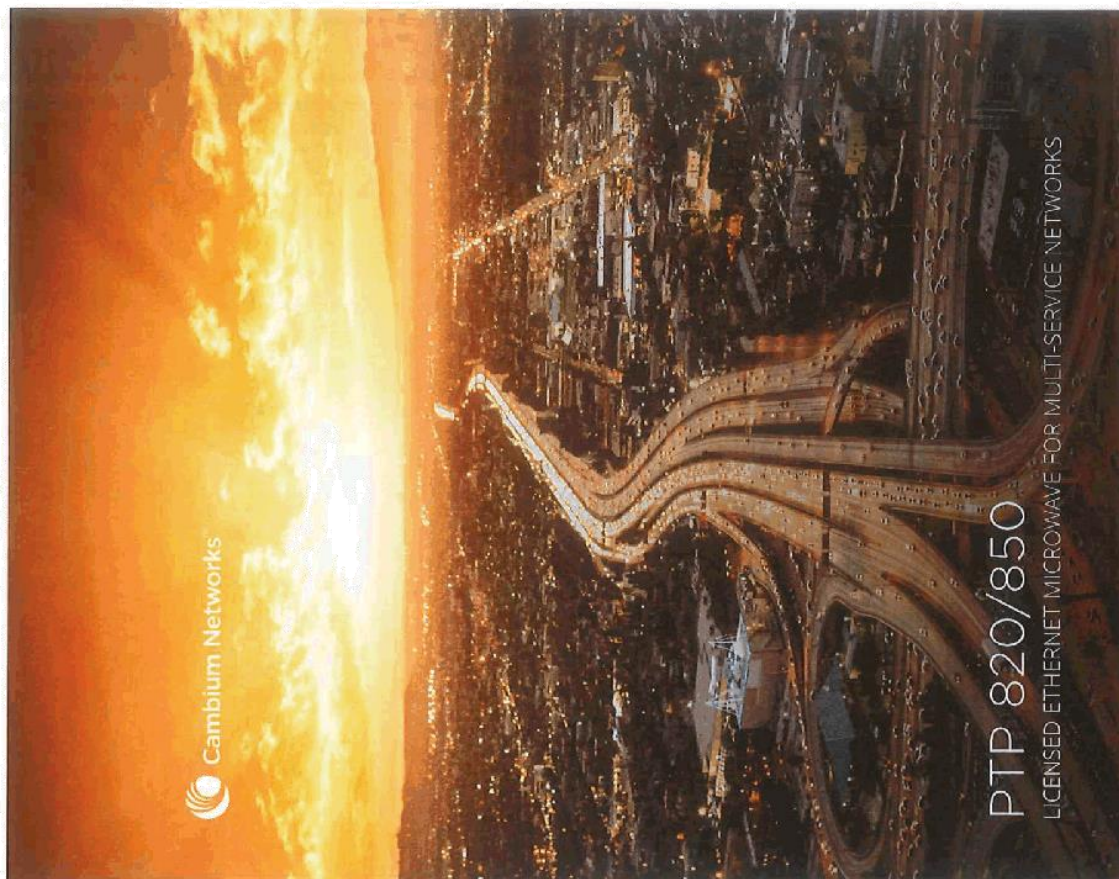
TECHNICAL DRAWINGS



RDH4510B 5.25-5.85 GHz, 4-FT (1.2M),
HIGH PERFORMANCE DUAL-POL

© 2017 Cambium Networks Ltd. All rights reserved.

5.25 - 5.85 GHz High Performance Dual Pole Parabolic Reflector Antenna v0



TECHNICAL SPECIFICATIONS

[illegible]

US Headquarters
3000 Gulf Road, Suite 252,
Balding Meadows, N. 50008 USA
T: 888 363 3720

San Jose Office
1010 N. First Street, Suite 400
San Jose, CA 95131

Thousand Oaks Office
1161 Corporate Center Dr # A
Newbury Park, CA 91320 USA

Radio Office

10th Floor, Quadrant 1, Umya Business Bay, Tower 2,
Jumeirah Road,
Dubai, United Arab Emirates
Tel: +971 4 360 7282
Fax: +971 4 360 7283
E-mail: info@umyabusinessbay.com

Office

Unit E2, Linkay Business Park,
Winter Road, Ayr, Ayr, United Kingdom, TQ13 7UP
+44 1354 555500

Copyright © 2000 Cambridge Publishers, Ltd.



Queensland Treasury

SARA reference: 2008-18304 SRA
 Council reference: FM:MM Doc:527732
 Applicant reference: 067-B003-1

4 September 2020

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

Attention: Ms Fiona Macleod

Dear Ms Macleod

SARA response—29050 Moonie Highway, 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 State Assessment and Referral Agency (SARA) on 17 August 2020.

Response

Outcome:	Referral agency response - No requirements
	Under section 56(1)(a) of the <i>Planning Act 2016</i> , SARA advises it has no requirements relating to the application.
Date of response:	4 September 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 Telecommunications facility
SARA role:	Referral Agency.	
SARA trigger:	Schedule 10, Part 9, Division 4, Subdivision 2, Table 4, Item 1 (10.9.4.2.4.1)—Material change of use of premises near a state transport corridor or that is a future state transport corridor (Planning Regulation 2017)	

SARA reference: 2008-18304 SRA
Assessment Manager: Balonne Shire Council
Street address: 29050 Moonie Highway, St George
Real property description: Lot 23 on SP101401
Applicant name: Field Solutions Group
c/- Out of the Woods Planning
Applicant contact details: 14 Cobbold Lane
Maroochydore QLD 4558
wendy@outofthewoodsplanning.com.au

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) 4616 7302 or via email ToowoombaSARA@dsdmip.qld.gov.au who will be pleased to assist.

Yours sincerely



Darren Cooper
Manager - DDSW (Planning)

cc Field Solutions Group c/- Out of the Woods Planning, wendy@outofthewoodsplanning.com.au

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

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) 2.6. 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 SARA's decision are:

The development complies with *State code 1: Development in a state-controlled road environment* of the SDAP. Specifically, the development:

- does not create a safety hazard for users of a state-controlled road
- does not result in a worsening of the physical condition or operating performance of state-controlled roads and the surrounding road network
- ensure the road works on, or associated with, the state-controlled road network are undertaken in accordance with applicable standards
- does not compromise the state's ability to maintain and operate state-controlled roads, or significantly increase the cost to maintain and operate state-controlled roads.

Material used in the assessment of the application:

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

Attachment 3—Representations about a referral agency response

(page left intentionally blank)

OFFICER REPORT

TO: Council

SUBJECT: **MCU 181 - Development Application for Material Change of Use - "Telecommunications Facility" Located at Castlereagh Highway, Hebel QLD 4486 (described as Lot 19 on BLM912)**

DATE: 07.09.20

AGENDA REF: ERS7

AUTHOR: Fiona Macleod - Planning & Development Officer

Sub-Heading

MCU 181 Development Application for Material Change of Use telecommunications facility at Castlereagh Highway, Hebel (Lot 19 on BLM912) by Council's planner.

Overview

Council has received a properly made development application from Field Solutions Group C/- Out of Woods Planning (Wendy Wood) for a Material Change of Use – "Telecommunications Facility" to be located at Castlereagh Highway, Hebel QLD 4486, properly described as Lot 19 on BLM912.

The development application, for a telecommunications facility, is subject to Code 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:	Field Solutions Group C/- Out of the Woods Planning (Wendy Wood)
Owner of Land:	Henry Merton Cross
Land description:	Lot 19 on BLM912
Lot area:	252.2 hectares
Zone/Precinct:	Rural Zone
Overlay:	Flood Hazard
Proposal:	Material Change of Use – "Telecommunications Facility"
Proposal Assessment category:	Code Assessment

Referral/Concurrency Agencies:	Department of Transport & Main Roads via the State Assessment and Referral Agency (SARA) (Concurrency Agency Referral)
Properly made date:	7 August 2020

PROPOSAL

The application seeks approval for a Material Change of Use – “Telecommunications Facility” located at Castlereagh Highway, Hebel QLD 4486, properly described as Lot 19 on BLM912.

The proposal involves the construction of a Telecommunication Facility which will form part of the Balonne Shire Council ‘Digital Connectivity’ project. Specifically, the intent of the project is to provide internet connectivity to remote areas within Balonne Shire Council area.

The result of the telecommunications facility will be to enable fixed wireless internet. Symmetrical bandwidth will be available with guaranteed speeds and unlimited usage for remote rural households in Balonne Shire.

The facility will comprise of the following:

- A 45m metal lattice tower;
- Associated infrastructure including;
 - Dual Pole Parabolic Antennas (Dishes)
 - Sector Antennas
 - Enclosed Control Panel mounted at ground level

The facility will have a footprint of approximately 25m x 25m with a formal agreement arranged with the landholder.

(Refer to Attachment 1: Development Application - Proposal Plans)

Access to the site will be gained via an existing rural crossover off Castlereagh Highway. The maximum vehicle size that will be accessing the development will be a medium rigid vehicle. The facility will require connection to existing electricity supply onsite.

It is anticipated the period of construction will be approximately one week. Once the facility is operational it will continuously operate unstaffed and generally only requires maintenance once a year over a period of one day.

Characteristics of the site:

The development site is located in the Rural Zone of the *Balonne Shire Planning Scheme 2019* and adjoins Hebel Township (to the west). Access to the site is gained via an existing 3-metre-wide rural gravel crossover from Castlereagh Highway.

The subject site is square rural zone block comprising a total area of 252.2 hectares. The lot is located on the southern side of the Castlereagh Highway. The lots current land use is vacant rural land.

The proposed telecommunications facility will be located in the north east corner of the lot (**Refer to figure 1 – Site Plan**). The current use of the land is vacant grazing rural land. The property is devoid of vegetation and fronts the Castlereagh Highway to the north with agricultural activities occurring on adjoining lots to the east and south and Hebel township to the west.

Directly adjoining land uses are as follows:

- North: Castlereagh Highway (State Controlled Road)
- South: Lot 23 SP260542 Reserve (State Land)
- East: Lot 5 on BLM223 Freehold Agricultural (grazing) land
- West: Hebel Township (Township Zoned land) and Castlereagh Highway (State Controlled Road)



Figure 1: Site Locality

Source: QLD Globe

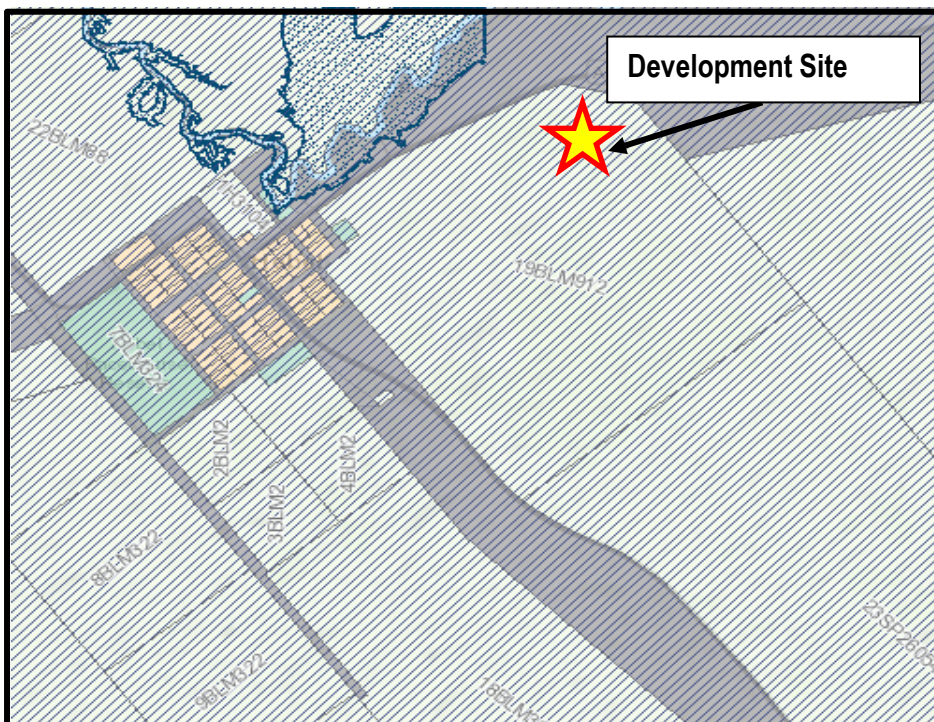


Figure 2: Zoning Map: Rural Zone

Source: Balonne Shire Online Mapping

Vegetation

The subject property does not contain any areas of protected vegetation.

Natural Hazards

The development site is subject to flooding identified on the Queensland State Planning Policy Interactive Mapping System (Flood hazard area - Level 1 - Queensland floodplain assessment overlay).

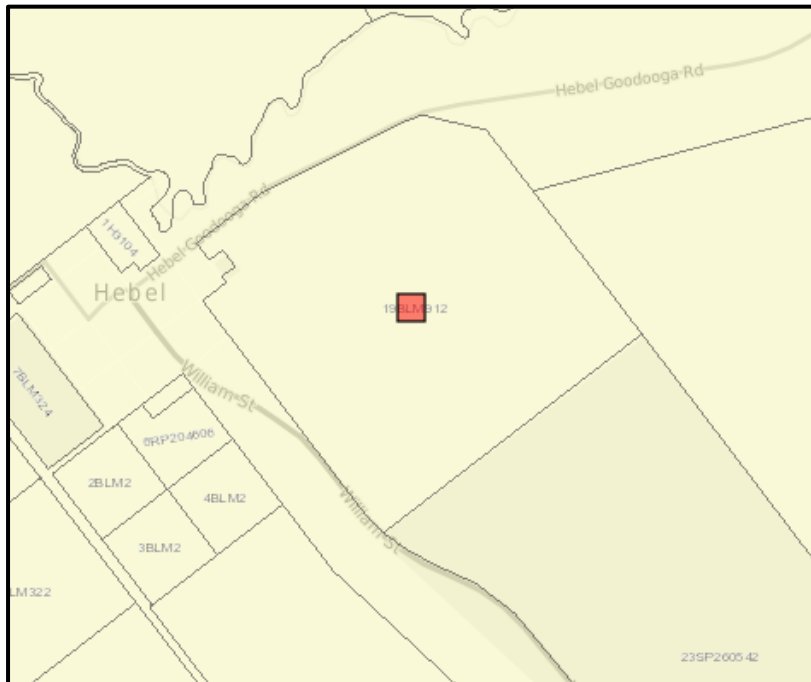


Figure 6: Flood hazard area **Source:** QLD SPP Interactive Mapping System

The development site is subject to areas of bushfire hazard identified on the Queensland State Planning Policy Interactive Mapping System (Bushfire prone area). The location of the proposed facility is not within an area affect by bushfire hazard.

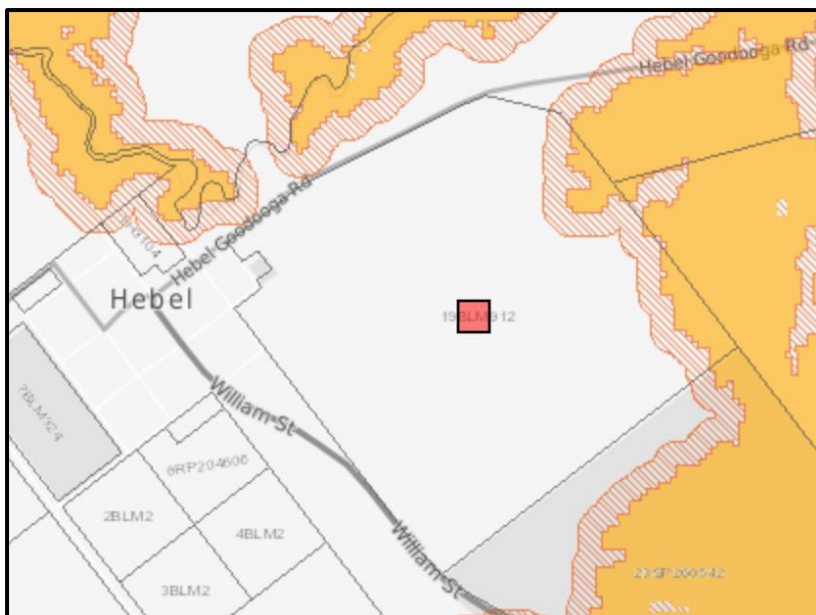


Figure 6: Bushfire fire hazard areas **Source:** QLD SPP Interactive Mapping System

ASSESSMENT

The proposal constitutes a *material change of use* as defined in the *Planning Act 2016* (being the start of a new use of the premises).

The proposed use is defined as “Telecommunications Facility” in the *Balonne Shire Planning Scheme 2019* (the Planning Scheme):

Telecommunications Facility means:

Premises used for systems that carry communications and signals by means of radio, including guided or unguided electromagnetic energy, whether such facility is manned or remotely controlled.

Examples include: Telecommunication tower, broadcasting station, television station

The use does not include the following examples: Aviation facility, ‘low impact telecommunications facility’ as defined under the *Telecommunications Act 1997*

Pursuant to Section 45 of the *Planning Act 2016*, a Code Assessable application is an assessment that must be carried out only -

- (a) against the assessment benchmarks in a categorising instrument for the development; and
- (b) having regard to any matters prescribed by regulation.

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 4 Local Government Infrastructure Plan
- Part 5 Tables of assessment
- Part 6 Zones
 - Part 6.2.5 Rural zone code
- Part 7 Development Codes
 - Part 7.3.1 General development code
 - Part 7.4.3 Flood hazard overlay code

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. The Tables of Assessment identify the level of assessment for the proposed land use in the proposed location as “Code Assessment.”

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 Rural Zone.

Part 6.2.5 - Rural Zone Code

The purpose of this code is to:

- (a) Primarily accommodate grazing and value-adding rural uses (such a cropping) where they do not conflict with petroleum leases or facilities or stock routes.

- (b) *Ensure the productive capacity of agricultural and associated rural industries that rely on Important Agricultural Areas (IAA) land and identified as IAA as shown on SPP mapping – Economic Growth, Agriculture is maximised and maintained while protecting biodiversity values including MSES and also allowing for farm diversification and value adding industries to occur in the rural area.*
- (c) *Maintain the character and amenity of the rural and natural environment.*
- (d) *Encourage tourism development where it can value-add to the viability of rural enterprises, does not diminish biodiversity values including MSES and avoids impacts of flooding and bushfire.*
- (e) *Ensure that the stock route network is maintained and protected from inappropriate or incompatible development.*
- (f) *Ensure development protects extractive resources development from reverse amenity impacts resulting from existing and proposed rural uses and, also protects new rural uses from impacts of existing or future extractive industries by maintaining separation distances or buffers.*
- (g) *Ensure development does not obstruct the safe and efficient operation of pipelines.*
- (h) *Enables the development and supply of renewable energy such as solar farms, geothermal energy, bioenergy, hydropower and wind at the regional, local and individual scale in appropriate locations.*

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

- (a) *The zone primarily accommodates grazing and value-adding rural uses where they do not conflict with petroleum leases or facilities or stock routes.*
- (b) *New small-scale tourist developments are located where they:*
 - i. *Are associated with and do not threaten the viability of existing rural uses.*
 - ii. *Assist with maintaining the viability of existing rural production enterprises.*
 - iii. *Support and add to the quality of experiences on the Adventure Way and Great Inland Way.*
 - iv. *Protect extractive resources of local and state significance and operating extractive industry from encroachment by incompatible land uses.*
- (c) *New extractive industries are established only where they do not impact on the viability of existing agricultural, residential and tourist uses.*
- (d) *Biodiversity values and ecological connectivity associated with MSES are protected and maintained.*
- (e) *Development is serviced with infrastructure including formal road access and is appropriate for the level of risk associated with any flood and bushfire hazard.*

The proposed development complies with the Purpose and Outcomes of the Rural zone because:

- The telecommunications facility will not deter future rural activities consistent with the zoning of the currently vacant land or surrounding area.
- The subject property does not have any identified MSES on it.
- No pipelines are located within the vicinity of the proposed development.
- The developments location on the property is in an area not subject to Bushfire hazard.
- Given the nature of the proposed use, being for telecommunications purposes, existing activities located within the Rural Zone will not be negatively impacted. It is considered that the use coexists with agricultural activities being that it has a small development footprint and once constructed only needs to be accessed once a year for maintenance purposes.

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	

<p>PO1 Proposed uses established in the Rural zone do not conflict with existing rural land uses or the biodiversity (including MSES), scenic and community values of the area.</p>	<p style="text-align: right;">✓</p> <p>The proposed 45 metre high telecommunications facility is considered to be able to coexist with and future agricultural activities proposed for the rural lot (which is currently vacant) given the small footprint of the development as well as being unmanned and only maintained once a year once constructed. Additionally, no reverse amenity impacts to the property and in the surrounding area will occur as a result of the development given that the use is not 'sensitive'.</p> <p>There is no recognised biodiversity (including MSES) identified on the subject property.</p> <p>While the tower will be visible from the highway it is a use commonly found in the rural area and furthermore the width and construction materials of the tower will reduce visual bulk when seen from the road (i.e. not made of solid materials).</p> <p>The purpose of the facility, to allow internet connectivity to remote communities, can be recognised as an essential community service and therefore positively adds to the surrounding community.</p>
<p>PO2 Uses established in the Rural zone do not conflict with:</p> <ul style="list-style-type: none"> (a) Petroleum infrastructure that occurs on petroleum leases or under petroleum facility licences and pipeline licences. (b) The function of stock routes. (c) Mining leases and claims. 	<p>N/A – The proposed development is not located within the vicinity of a pipeline.</p> <p>N/A – While the proposed development is located adjacent to a stock route, given the nature of the use being unmanned and only visited annually it is considered that there will be no impact to the existing interaction of the lot with the stock route.</p> <p>N/A – the property is not identified as 'priority agricultural area'.</p>
<p>PO3 Tourist uses that support the primary rural uses on the site are limited in scale and do not threaten the viability of traditional rural uses.</p>	<p>N/A – The proposed development is not for a tourist use.</p>
<p>PO4 Extractive industry is adequately separated from sensitive land uses to minimise potential for nuisance or complaint.</p>	<p>N/A – The proposed development is not for an extractive industry use.</p>
<p>PO5 Development is connected to an appropriate level of infrastructure services.</p>	<p style="text-align: right;">✓</p> <p>The development is for a telecommunications facility and therefore infrastructure required for the operation</p>

	<p>of the tower is electricity. An existing electricity supply available to the property will be utilised for the facility.</p> <p>Given the nature of the use no water or sewerage supply connections are required.</p>
<p>P06</p> <p>Development is located to protect sensitive land uses from the impacts of previous activities that may cause risk to people or property including land containing former mining activities and hazards e.g. disused underground mines, tunnels and shafts.</p> <p>Note: A geotechnical assessment report prepared by a suitably qualified and experienced person will assist in demonstrating the achievement of the performance outcome where a possible risk from former mining activities is identified through local knowledge, a pre-development ground inspection, Schedule 4 – Online Mapping Resources – Mines Online Maps, or other sources.</p>	<p>N/A – the development is not for a sensitive land use nor is the subject site identified as being located on an area where previous mining activities and hazards have occurred.</p>
<p>P07</p> <p>Renewable energy facilities are located and designed to avoid adverse impacts on sensitive uses including impacts on privacy, safety, noise, odour and fumes by lighting and traffic generation.</p>	<p>N/A – the development is not for a renewable energy facility.</p>

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 area on the property that 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 is consistent with the existing character of the rural zone being that there are existing telecommunications facilities located in the rural area;
- The proposed development will be connected to electricity supply and has direct access to the road network;
- The proposed development will allow for adequate manoeuvring onsite to allow for safe and efficient access and egress from the site;
- The proposed development will not conflict with the ongoing efficient and safe use of the stock route network; and
- The development is appropriately separated from pipelines and will not impact on 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.	✓ The proposed development for telecommunications tower and associated infrastructure footprint on the agricultural land located in the rural zone will be minimal in area, being 25 x 25 metres. Accordingly, it is considered that the local character of the zone, for Rural purposes will be retained. While the facility will be visible from the Castlereagh Highway, given the construction materials and other telecommunications facilities located within the Rural zone, it is considered that the predominant agricultural uses intended for the rural zone and surrounding localities will continue to be the dominant landscape of the area and the telecommunications facility will not change the local character of the Rural zone.
PO2 Landscaping is provided to enhance the visual appeal of the development and soften the appearance of the built form. The majority of	N/A – Given the location and use of the proposed development within the Rural zone and nature of the facility being a 45 metre lattice metal tower, landscaping is not considered necessary.

landscaping is to be undertaken on the principal street frontage of the development.	
Building Design	
PO3 New development maintains the low-rise scale and character of the Shire.	✓ While the proposed telecommunications facility will be 45 metres in height, it is not an uncommon feature within the Rural zone with other towers located in the Balonne Shire rural landscape. For the facility to provide appropriate internet services to the community it is required to be of substantial height. The construction materials of the tower allow some transparency therefore reducing the visual bulk and scale of the facility. It is considered that the development will not negatively impact on the character of the Rural zone.
PO4 New buildings or structures present a traditional façade to the street.	N/A – Given the nature and location of the proposed development, being for a telecommunications structure, the design is limited with respect to appearance. However, it is noted that the structures materials are consistent with other telecommunications facilities located within the rural zone being a partially transparent lattice tower.
PO5 Development is generally in accordance with existing setbacks within the locality.	✓ Given the developments location within the Rural zone, there are no buildings or structures in close proximity to use as a benchmark for setbacks. The proposed facility will be setback off the Castlereagh Highway.
PO9 Other than where located in the Rural zone, buildings and structures for ancillary uses and activities such as sheds are subordinate in use and size to the primary use of the premises.	N/A – The proposed development is located within the rural zone and does not propose any ancillary uses.
Ancillary Uses	
PO10 The proposed development accommodates sufficient car parking on site.	✓ Under the current planning scheme there is no statutory requirement for car parking associated with a telecommunications facility use. It is not considered necessary that formal car parking is provided for the development given once construction has been completed the telecommunications facility will operate unmanned. Vehicles visiting the premises will be only annually for maintenance purposes. The open area surrounding the proposed telecommunications facility is therefore considered as sufficient parking for when the maintenance vehicle enters the premises annually. The proposed development layout allows adequate onsite manoeuvring areas and enables vehicles to leave the site in forward gear.

<p>PO11</p> <p>The proposed driveway is clear of all impediments.</p>	<p style="text-align: center;">✓</p> <p>There is will be no change to the existing access driveway location off the Highway, which is clear of impediments. The application was required to be referred to DTMR as manager of the road corridor where the access is proposed who sited no concerns or conditions with respect to the proposed access for the facility.</p>
<p>PO12</p> <p>The location of driveways does not create a danger to the safety and efficiency of existing intersections.</p>	<p style="text-align: center;">✓</p> <p>The application was required to be referred to DTMR as manager of the road corridor where the access is proposed who sited no concerns or conditions with respect to the proposed access for the facility.</p>
<p>PO13</p> <p>Access to, from and within the site:</p> <ol style="list-style-type: none"> 1. is adequate for the type and volume of traffic generated by the use. 2. does not adversely impact on the traffic network external to the site. 3. caters for safe pedestrian access. 4. provides for disabled access. 	<p style="text-align: center;">✓</p> <p>The application was required to be referred to DTMR as manager of the road corridor where the access is proposed who sited no concerns or conditions with respect to the proposed access for the facility.</p>
<p>Infrastructure and Services</p>	
<p>PO14</p> <p>The development is supplied with an appropriate level of infrastructure to support the intended use.</p>	<p style="text-align: center;">✓</p> <p>The proposed development will be connected to an electricity supply.</p>
<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 wastewater.</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>N/A – given the proposed development, being for a telecommunications facility, the use does not require water or sewerage supply to operate. The facility will be unmanned.</p>
<p>PO16</p> <p>Stormwater is collected and discharged to ensure no impacts on adjoining landowners, BSC or State infrastructure while also ensuring environmental values of waters in the Shire are maintained.</p>	<p style="text-align: center;">✓</p> <p>The proposed development incorporates minimal hard surface areas and therefore stormwater runoff will be negligible. The proposed development does not require a stormwater disposal system.</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>N/A – the development will not result in any wastewater discharge given that it is an unmanned facility with transparent construction materials (lattice tower).</p>
<p>BSC assets</p>	
<p>PO18</p>	<p>N/A – the development is not in proximity to any BSC infrastructure.</p>

Structures and buildings do not adversely impact on BSC infrastructure.	
Electricity infrastructure	
PO29 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.	✓ The subject site is not located near major electricity infrastructure or substations.
Local heritage places	
PO30 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.	✓ The subject site is not located near a local heritage place.
Aviation facilities	
PO32 Development does not interfere with the function of air service facilities SPP mapping – Infrastructure – Strategic Airport and Aviation Facilities .	✓ The proposed development will not interfere with the function of the St George airport.

7.4.3 Flood Hazard Overlay code

The purpose of the Flood hazard overlay code is to:

- (a) *Provide for the assessment of the suitability of development in the Flood hazard overlay area to ensure that risk to life, property, community, economic activity and the environment during flood events is minimised.*
- (b) *Ensure that development does not increase the potential for flood damage on-site or to other property.*

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

- (a) *The development siting, layout, and access responds to the risk of the flood hazard and minimises risk to personal safety.*
- (b) *The development is resilient to flood events by ensuring siting and design accounts for the potential risks of flood hazards to property.*
- (c) *The development supports and does not unduly burden disaster management response or recovery capacity and capabilities.*
- (d) *The development directly, indirectly and cumulatively avoids an unacceptable increase in severity of the flood hazard and does not significantly increase the potential for damage on the site or to other properties.*
- (e) *The development avoids the release of hazardous materials as a result of a flood event.*
- (f) *Natural processes and the protective function of landforms and/or vegetation are maintained in natural hazard areas.*

Whilst the telecommunications tower will be located in a flood hazard area the proposed development complies with the Purpose and Outcomes of the Flood Hazard Overlay Code because:

- It will not result in an unacceptable risk for persons or property and will not unduly burden disaster management response or recovery capacity and capabilities as once constructed the facility will operate unmanned (serviced intermittently through the year once a year, unless otherwise warranted);
- The development is relatively small in scale in the overall context of the premises and therefore will not result in an undesirable impact on the extent and magnitude of flooding or potential for flood damage on-site or to other property;
- It will be designed so as to be resistant to flooding as far as practical and in accordance with the conditions of the development permit, the Building Code of Australia and the relevant Australian Standards;
- The proposed development will not pose any risks of hazardous materials being released; and
- Landforms and vegetation will be maintained.

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
Built Form	
PO1 Development is resilient to flood events by ensuring design and built form to account for the potential risks of flooding.	✓ The proposed telecommunications facility is an unmanned facility once constructed. The structure will be designed to allow for flow of flood waters and will be resistant to flooding as far as practical and in accordance with the conditions of the development permit, the Building Code of Australia and the relevant Australian Standards.
Development siting and layout	
PO2 Development siting and layout, responds to flooding potential and maintains personal safety at all times.	N/A – The proposed development does not involve the creation of any new lots. Once the telecommunications facility is constructed the facility will be unmanned and will be serviced intermittently through the year (once a year, unless otherwise warranted) therefore signage indicating safe evacuation routes, hazard warning signage and depth indicators is considered unnecessary.
Effects on flood behaviour	
PO3 Development directly, indirectly and cumulatively avoids any increase in water flow velocity or flood level and does not increase the potential for flood damage either on site or on other properties ⁷ .	✓ The development is relatively small in scale in the overall context of the premises and design of the structure will unlikely increase in water flow velocity or flood level and will not increase the potential for flood damage on site or other properties. The proposed development will not involve any physical alteration to a watercourse or floodway including vegetation clearing.
Hazardous materials	

PO4 Development avoids the release of hazardous materials or contaminants into floodwaters.	N/A – The proposed development is for a telecommunications facility which is unlikely to release of hazardous materials or contaminants into floodwaters.
Disaster management responses	
PO5 The development supports, and does not unduly burden, disaster management response or recovery capacity and capabilities.	✓ Once constructed the proposed telecommunications facility will be unmanned. Therefore, will not result in an unacceptable risk for persons will not unduly burden disaster management response or recovery capacity and capabilities.
Community infrastructure	
PO6 Development involving community infrastructure (defined as Sensitive Land Uses and Community Oriented Uses under this planning scheme): (a) remains functional to serve community need during and immediately after a flood event. (b) is designed, sited and operated to avoid adverse impacts on the community or environment due to the impacts of flooding on infrastructure, facilities or access and egress routes. (c) retains essential site access during a flood event. (d) and is able to remain functional even when infrastructure or services may be compromised in a flood event.	N/A – The proposed development does not involve community infrastructure.

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 4, Item 1 of the *Planning Regulation 2017*.

SARA have issued a referral agency response with no conditions (see attachment 2).

Public Notification and Submissions

Not applicable.

Link to Corporate Plan

Function	Key Program Area
<u>Infrastructure and Planning</u>	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

Legal Implications

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

Policy Implications

Council's planning policies apply.

Financial and Resource Implications

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

Attachments

1. Attachment 1: MCU 181 Proposal Plans.pdf [↓](#)
2. Attachment 2: MCU 181 SARA Concurrence Agency Response.pdf [↓](#)

Recommendation

That:

1. Council approves the development application MCU 181 for Material Change of Use – “Telecommunications Facility” on land located at Castlereagh Highway, Hebel, described as Lot 19 on BLM912 subject to the permit conditions listed below.

DEVELOPMENT PERMIT CONDITIONS

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 a “**Telecommunications Facility**” means premises used for systems that carry communications and signals by means of radio, including guided or unguided electromagnetic energy, whether such facility is manned or remotely controlled.
- 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 any cut exceeds 100m³ and/or filling works that exceed 500m³.
- 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.

Use

2. The approved development is a Material Change of Use - "Telecommunications Facility" as defined in the Planning Scheme and as shown on the approved plans.
3. A development permit for building works must be obtained prior to commencing construction of the telecommunications facility.
4. 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
067-B001 Revision B	Site Plan	24/07/2020
RQ5341-1-2 Revision A	Sample Drawing 45m RT40 General Arrangement	16/05/2018

5. 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.

Compliance inspection

6. 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.
7. Prior to the commencement of the use, the applicant shall contact Council to arrange a development compliance inspection.

Applicable Standards

8. All works must comply with:
 - a. the development approval conditions;
 - b. any relevant provisions in the Planning Scheme;
 - c. any relevant Australian Standard that applies to that type of work; and
 - d. 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

9. The developer shall ensure that all approved 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.
10. 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).

Safety

11. Any required obstacle lighting or marking is to be installed and maintained on the approved "Telecommunication Facility" in accordance with the Civil Aviation Safety Authority's (CASA) and *Manual of Standards Part 139 – Aerodromes*.

Waste Management

12. 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*.
13. All waste generated on-site must be managed in accordance with the waste management hierarchy as detailed in the *Waste Reduction & Recycling Act 2011*.

Stormwater Drainage

14. Stormwater drainage is to be provided in accordance with:
 - a. Queensland urban drainage manual, 3rd Edition, Queensland Department of Energy and Water Supply, 2013;
 - b. Pilgrim, DH, (ed)., Australian Rainfall & Runoff – A Guide to Flood Estimation, Institution of Engineers, Australia, Barton, ACT, 1987; and
 - c. Class 1 and Class 10 buildings – National Construction Code, Volume 2.

Earthworks and Construction

15. 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.

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. Lighting of the site, including any security lighting, shall be such that the lighting intensity does not exceed 8.0 lux at a distance of 1.5 metres from the site at any property boundary.
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.

Services

21. The proposed development must be connected to an electricity supply that is adequate for the use.

No Cost to Council

22. 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

23. 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.

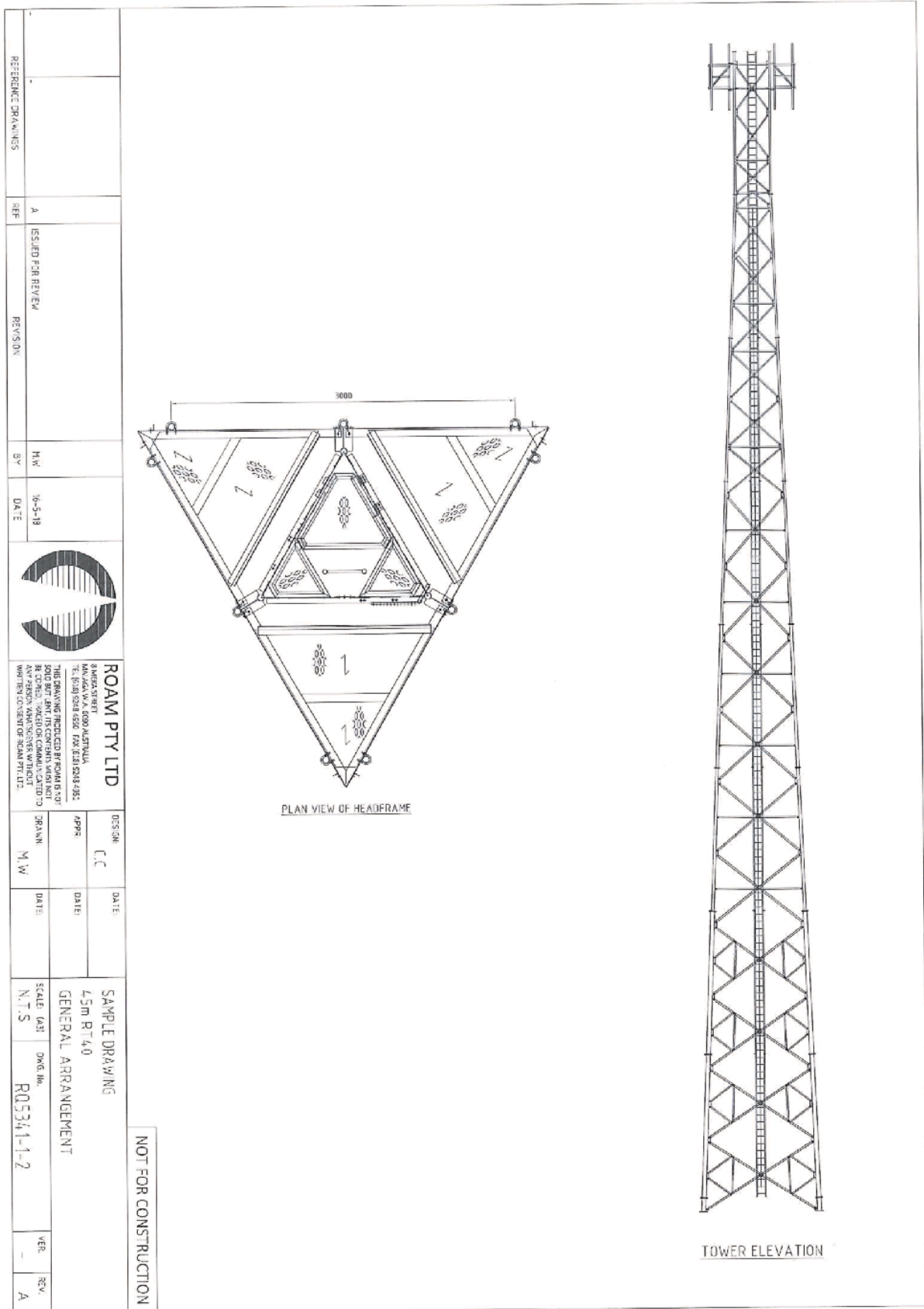
Application Documentation

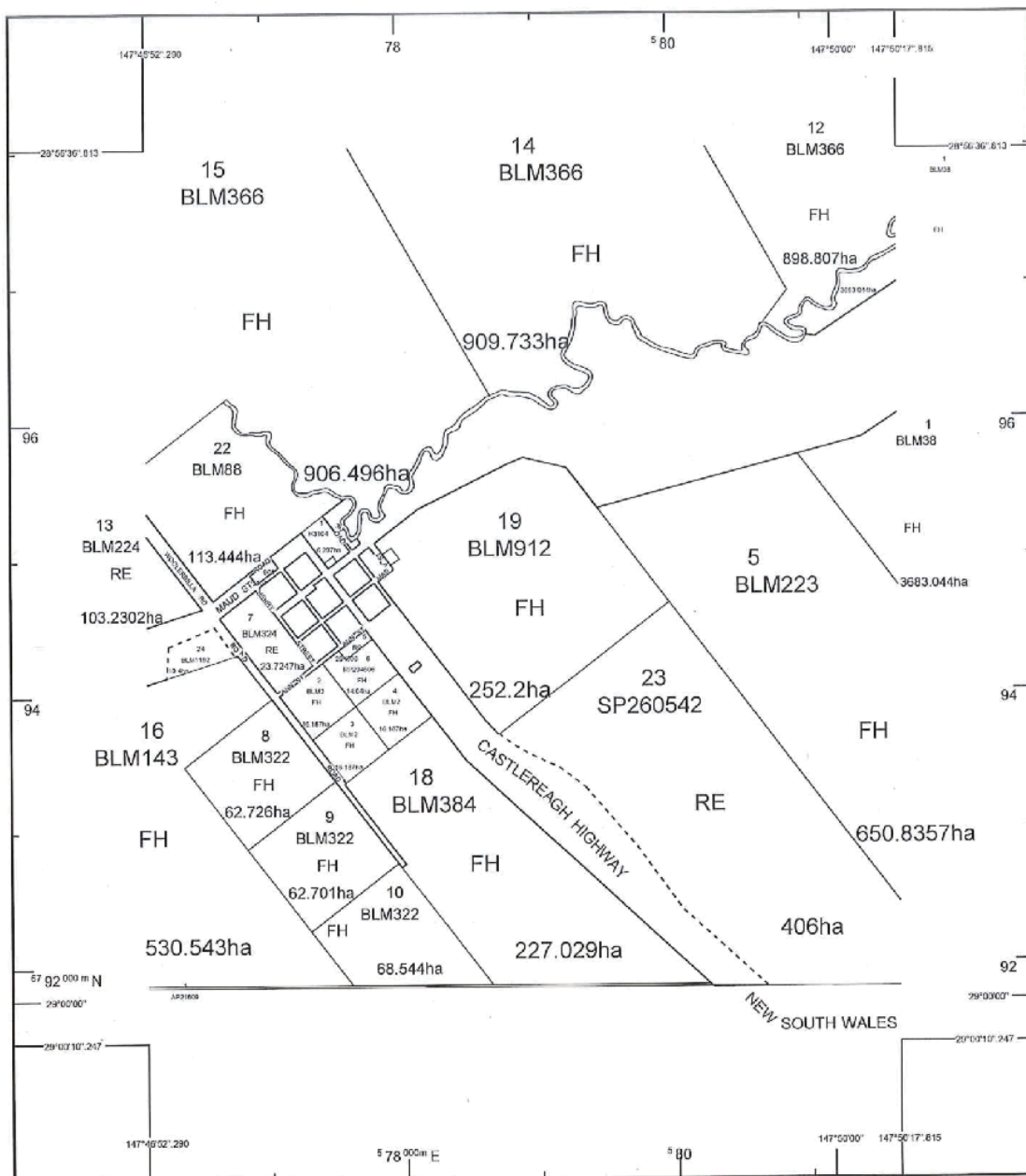
24. It is the developer's responsibility to ensure that all entities associated with this Development Approval have a legible copy of the Decision Notice, Approved Plans and Approved Documents bearing 'Council Approval'.

Digby Whyte

Director Environment & Regulatory Services

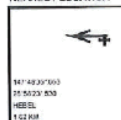






STANDARD MAP NUMBER
8440-23321

MAP WINDOW POSITION &
NEAREST LOCATION



SUBJECT PARCEL DESCRIPTION

DCDB
Lot/Plan 19/BLM912
Area/Volume 262.2ha
Tenure FREEHOLD
Local Government BALONNE SHIRE
Locality HEBEL
Beginn/Parcel 47388/7

CLIENT SERVICE STANDARDS

PRINTED (ddmmyyy) 04/07/2020

DCDB 02/07/2020 (Lots with an area less than 1.000ha are not shown)

Users of the information recorded in this document (the information) accept all responsibility and risk associated with the use of the information and should seek independent professional advice in relation to dealings with property.

Despite Department of Natural Resources, Mines and Energy (DNRM/DE)'s best efforts, DNRM/DE makes no representation or warranties in relation to the information, and, to the extent permitted by law, excludes or limits all warranties relating to correctness, accuracy, reliability, completeness or currency and all liability for any direct, indirect and consequential costs, losses, damages and expenses incurred in any way (including but not limited to lost sales from negligence) in connection with any use of or reliance on the information.

For further information on SmartMap products visit:
<https://www.qld.gov.au/business/property-owning/home/property-land-valuations/smartmaps>

SmartMap

An External Product of
SmartMap Information Services
Based upon an extraction from the
Digital Cadastral Data Base



Queensland
Government
(c) The State of Queensland,
(Department of
Natural Resources,
Mines and Energy) 2020.

ePMP™ 3000 Sector Antenna



Cambium Networks has deployed more than five million radios around the world achieving unparalleled degrees of scalability. Continuing the tradition of designing and manufacturing industry leading antenna solutions, the ePMP 3000 4X4 sector antenna encompasses all the key differentiations of the Cambium Antenna line and adds 4X4 Multi User MIMO Capability. Designed to work in 5 GHz spectrum and 90 degree coverage, the antenna is an integral part of the ePMP 3000 Access Point and allows for Multi User MIMO Operation.

KEY DEPLOYMENT ADVANTAGES

- **Frequency Re-use:** Designed for ABAB channel re-use (two channels covering four sectors), the sector antenna has a minimum 30 dB front to back ratio over a wide rear facing aperture.
- **Channel Flexibility:** Consistent gain from 4.9 to 6.0 GHz allows the operator to select a channel anywhere in the band and achieve the expected performance.
- **Consistent Coverage:** Excellent null fill capabilities of the antenna allow for broad geographical coverage within a sector even near the base of the tower and the edges of the sector.
- **Designed for the Installer:** Small, compact design, integrated ePMP radio mount and GPS antenna integration.
- **Predictable Performance:** The sector antenna is integrated into Cambium Networks LINKPlanner. The 3D model shows coverage at all elevations and across the azimuth.

KEY SPECIFICATIONS:

- 17 dBi gain
- 4.9 to 5.97 GHz spectrum
- 30 dBi front to back ratio
- IP 65 ruggedization

SPECIFICATIONS

ePMP 3000 SECTOR ANTENNA

Model Number	C050910D301A
Frequency Range	4.9 GHz to 5.97 GHz
Gain	17 dBi
3 dB Beamwidth - Azimuth	70 degrees
3 dB Beamwidth - Elevation	6 degrees
Electrical Downtilt	-2 degrees
Polarization	2X Horizontal, 2X Vertical

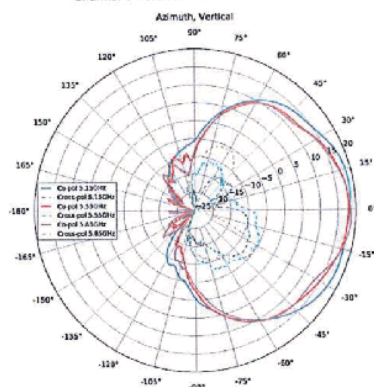
SPECIFICATIONS

ePMP 3000 SECTOR ANTENNA

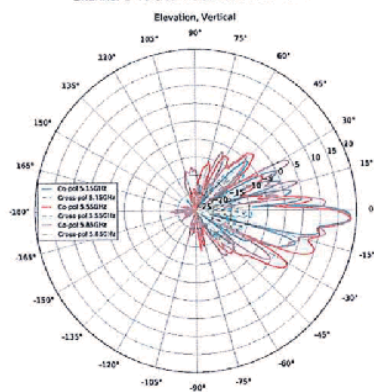
Model Number	C050910D301A
Port-to-Port Isolation	> 20 dB
Front-to-Back Ratio	30 dB
Maximum Input Power	5 W
Input Impedance	50 ohms
Mounting Connectors	4 x RP SMA
Mounting Hardware	Included for mounting to mast diameters 2" to 4" (5 cm to 10 cm) -10 to +5 degree tilt: Hardware included to connect ePMP access point to back of antenna body
Physical Dimensions	Antenna Body: 23.4" (H) x 9.6" (W) x 3.25" (D) (594 mm x 157 mm x 110 mm)
Weight	Antenna Body: 8.0 lbs, 3.7 kg w/ ePMP 3000 Access Point and Mounting Brackets: 13.8 lbs, 6.3 kg
Environmental	IP65
Radome Material	UV Protected ABS
Operating Temp	-40°C to 60°C (-40°F to 140°F)

ANTENNA PATTERNS

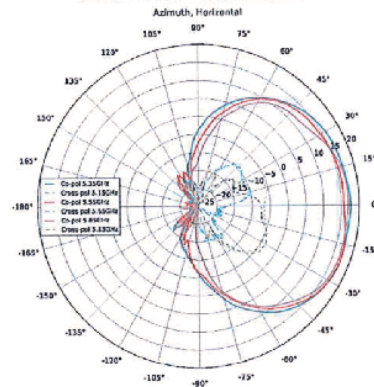
Channel 0 Vertical Polarization Azimuth



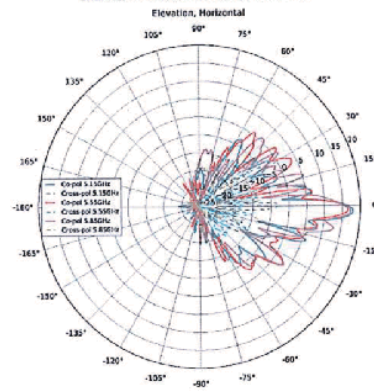
Channel 0 Vertical Polarization Elevation



Channel 1 Vertical Polarization Azimuth

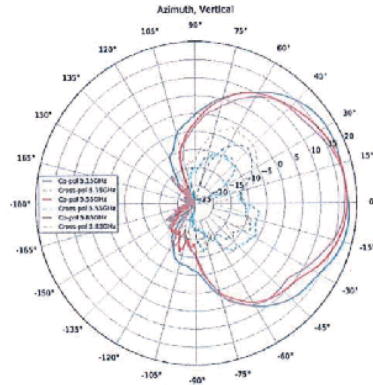


Channel 1 Vertical Polarization Elevation

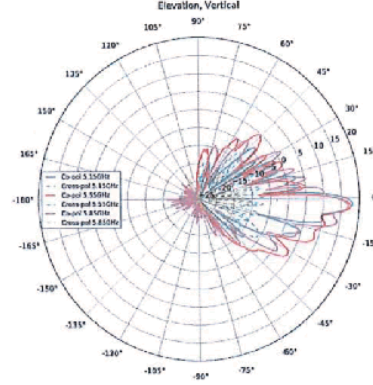


ANTENNA PATTERNS

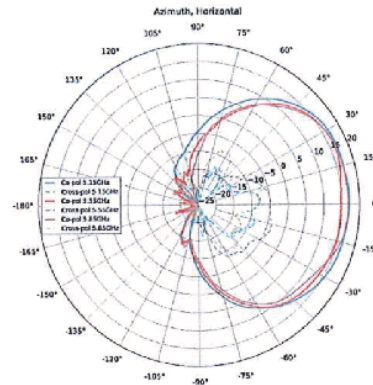
Channel 2 Vertical Polarization Azimuth



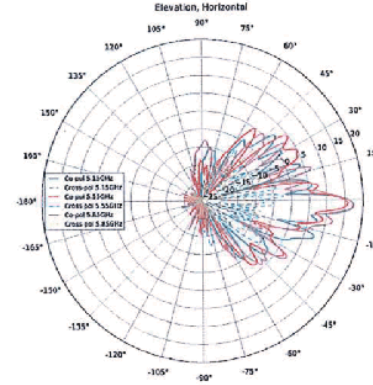
Channel 2 Vertical Polarization Elevation



Channel 3 Vertical Polarization Azimuth



Channel 3 Vertical Polarization Elevation



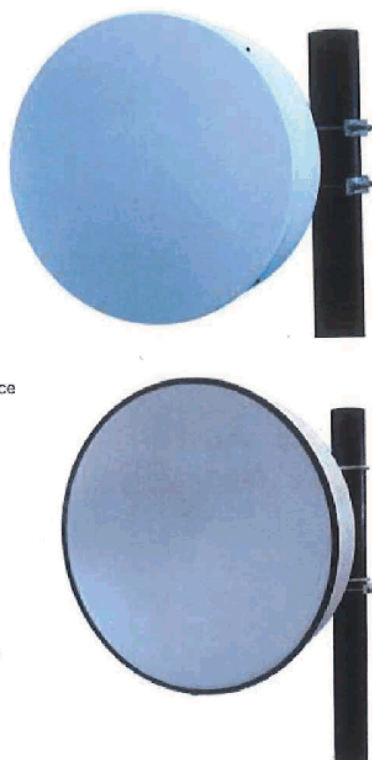
© 2018 Cambium Networks Ltd. All rights reserved.

55 ePMP™ 3000 Sector Antenna 10032018



5.25 - 5.85 GHz High Performance Dual Pole Parabolic Reflector Antenna

High Performance Dual Pole Parabolic Reflector Antennas from Cambium Networks are well-suited for deployment with any of the sub-6 GHz PTP products. They are engineered to provide ETSI class 2/3 radiation pattern performance as well as excellent gain. Field-proven preassembled antennas and robust pole mounts ensure "set and forget" installation with minimal post installation maintenance. The included radome ensures robust and reliable performance under the most challenging conditions.



FEATURES AND BENEFITS:

- High Performance ETSI Class 2/3* Parabolic Antennas – Excellent performance for a wide range of applications
- Fully Preassembled at the Factory – Simplifies installation on site and guarantees "factory tested" quality
- Industry leading 7year warranty
- Suitable for deployment with PTP 650, PTP 670, PTP 700 and PTP 450i connectorized radios.
- Fully supported in LINKPlanner™ providing accurate predictions of PTP link performance and availability. LINKPlanner™ is available at no charge from the support website at cambiumnetworks.com.

**ETSI Class depends on frequency band*

SPECIFICATIONS

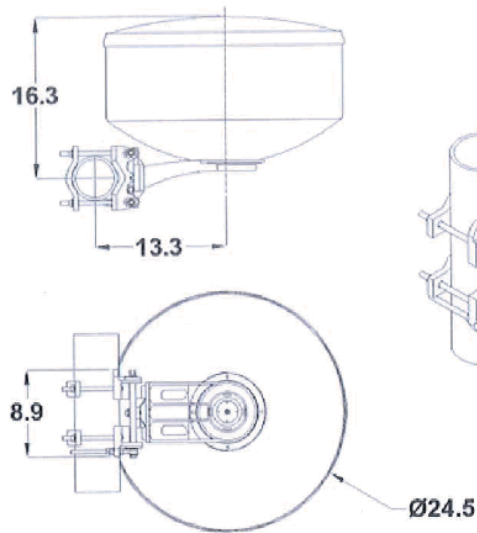
GENERAL

Antenna Type	High Performance Parabolic Reflector Antenna
Size, nominal	2 ft (0.6 m); 3 ft (0.9 m); 4 ft (1.2 m)
Polarization	Dual
Standard RF Connector Type	N-Female

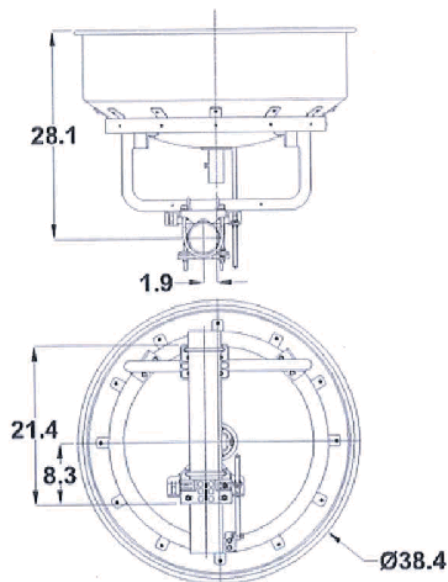
SPECIFICATIONS

ELECTRICAL	2 FT (0.6 M)	3 FT (0.9 M)	4 FT (1.2 M)
Model Number	RDH4508B	RDH4509B	RDH4510B
Description	5.25-5.85 GHz, 2-FT (0.6M), HIGH PERFORMANCE DUAL-POL	5.25-5.85 GHz, 3-FT (0.9M), HIGH PERFORMANCE DUAL-POL	5.25-5.85 GHz, 4-FT (1.2M), HIGH PERFORMANCE DUAL-POL
Operating Frequency Band	5.25 - 5.85 GHz	5.25 - 5.85 GHz	5.25 - 5.85 GHz
Half Power Beamwidth, Horizontal	6.1 degrees	4.2 degrees	3 degrees
Half Power Beamwidth, Vertical	6.1 degrees	4.2 degrees	3 degrees
Cross-Polarization Discrimination	28 dB	30 dB	30 dB
Front to Back Ratio (F/B)	44 dB	46 dB	49 dB
Gain, Low Frequency	28.3 dBi	31.8 dBi	34.2 dBi
Gain, Mid Frequency	28.8 dBi	32.3 dBi	34.7 dBi
Gain, High Frequency	29.3 dBi	32.8 dBi	34.7 dBi
VSWR	1.5:1	1.5:1	1.5:1
Return Loss	-14 dB	-14 dB	-14 dB
MECHANICAL	2 FT (0.6 M)	3 FT (0.9 M)	4 FT (1.2 M)
Model Number	RDH4508B	RDH4509B	RDH4510B
Description	5.25-5.85 GHz, 2-FT (0.6M), HIGH PERFORMANCE DUAL-POL	5.25-5.85 GHz, 3-FT (0.9M), HIGH PERFORMANCE DUAL-POL	5.25-5.85 GHz, 4-FT (1.2M), HIGH PERFORMANCE DUAL-POL
Fine Azimuth Adjustment	+/- 10 degrees	+/- 10 degrees	+/- 10 degrees
Fine Elevation Adjustment	+/- 30 degrees	+/- 25 degrees	+/- 25 degrees
Mounting Pipe Diameter, Min	2 inch 5.08 cm	4.5 inch 11.4 cm	4.5 inch 11.4 cm
Mounting Pipe Diameter, Max	4.5 inch 11.4 cm	4.5 inch 11.4 cm	4.5 inch 11.4 cm
Net Weight	27 lbs 12.3 kg	50 lbs 22.3 kg	85 lbs 38.3 kg
Wind Velocity Operational	90 mph 145 km/h	90 mph 145 km/h	90 mph 145 km/h
Wind Velocity Survival Rating	125 mph 201 km/h	125 mph 201 km/h	125 mph 201 km/h
Axial Force (FA)	202 lbs 899 N	403 lbs 1972 N	737 lbs 3278 N
Side Force (FS)	100 lbs 445 N	200 lbs 890 N	365 lbs 1623 N
Twisting Moment (MT)	194 ft-lbs 263 Nm	344 ft-lbs 466 Nm	784 ft-lbs 1063 Nm
Operating Temperature Range	-40 to +60 C	-40 to +60 C	-40 to +60 C
Max Pressure, PSIG, (if waveguide interface)	5	5	5
REGULATORY COMPLIANCE	2 FT (0.6 M)	3 FT (0.9 M)	4 FT (1.2 M)
RoHS-compliant	Yes	Yes	Yes
SHIPPING INFORMATION	2 FT (0.6 M)	3 FT (0.9 M)	4 FT (1.2 M)
Model Number	RDH4508B	RDH4509B	RDH4510B
Description	5.25-5.85 GHz, 2-FT (0.6M), HIGH PERFORMANCE DUAL-POL	5.25-5.85 GHz, 3-FT (0.9M), HIGH PERFORMANCE DUAL-POL	5.25-5.85 GHz, 4-FT (1.2M), HIGH PERFORMANCE DUAL-POL
Package Type	Cardboard	Wood Crate	Wood Crate
Gross Weight	48 lbs 21.7 kg	143 lbs 64.8 kg	196 lbs 88.9 kg
Dimensions, L x W x H	31 x 31 x 25in 79 x 79 x 64 cm	47 x 28 x 48in 119 x 71 x 122 cm	59 x 35 x 60in 149 x 89 x 152 cm
Shipping Volume	13.9 cu ft 0.39 cu m	36.56 cu ft 1.04 cu m	71.7 cu ft 2.03 cu m

TECHNICAL DRAWINGS

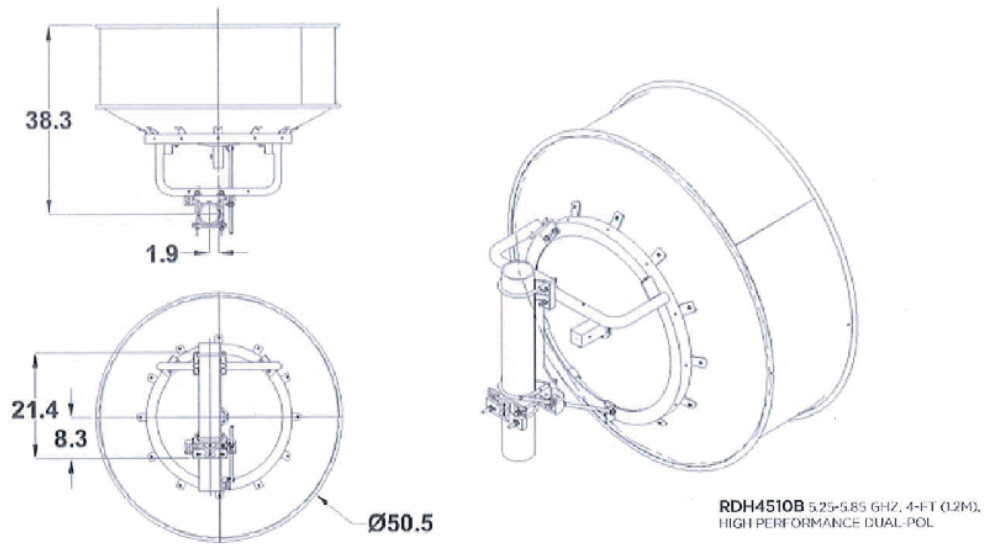


RDH4508B 5.25-5.85 GHZ, 2-FT (0.6M),
HIGH PERFORMANCE DUAL-POL.



RDH4509B 5.25-5.85 GHZ, 3-FT (0.9M),
HIGH PERFORMANCE DUAL-POL.

TECHNICAL DRAWINGS



© 2017 Cambium Networks Ltd. All rights reserved.

5.25 - 5.85 GHz High Performance Dual Pole Parabolic Reflector Antenna v0

TECHNICAL SPECIFICATIONS

	PTP 820C *	PTP 820C HP	PTP 820G	PTP 820F	PTP 820E	PTP 850E
Supports PoE (W)	5-35W	5-35W	5-35W	5-35W	5-35W	5-35W
Form Factor	Compact	Compact	Compact	Compact	Compact	Compact
Port Configurations	1x RJ45, 1x SFP	1x RJ45, 1x SFP	1x RJ45, 1x SFP	1x RJ45, 1x SFP	1x RJ45, 1x SFP	1x RJ45, 1x SFP
Power Consumption	1.5W (typical)	1.5W (typical)	1.5W (typical)	1.5W (typical)	1.5W (typical)	1.5W (typical)
Dimensions	1.5" x 1.5" x 1.5"	1.5" x 1.5" x 1.5"	1.5" x 1.5" x 1.5"	1.5" x 1.5" x 1.5"	1.5" x 1.5" x 1.5"	1.5" x 1.5" x 1.5"
Weight	0.15 lbs	0.15 lbs	0.15 lbs	0.15 lbs	0.15 lbs	0.15 lbs
Operating Temperature	-40°C to +85°C	-40°C to +85°C	-40°C to +85°C	-40°C to +85°C	-40°C to +85°C	-40°C to +85°C
Storage Temperature	-40°C to +85°C	-40°C to +85°C	-40°C to +85°C	-40°C to +85°C	-40°C to +85°C	-40°C to +85°C
Humidity	5% to 95% (non-condensing)	5% to 95% (non-condensing)	5% to 95% (non-condensing)	5% to 95% (non-condensing)	5% to 95% (non-condensing)	5% to 95% (non-condensing)
MTBF	1,000,000 hours	1,000,000 hours	1,000,000 hours	1,000,000 hours	1,000,000 hours	1,000,000 hours
Warranty	3 years	3 years	3 years	3 years	3 years	3 years
Compliance	FCC Part 15, CE, RoHS, REACH, WEEE, UL, IEC, EN, etc.	FCC Part 15, CE, RoHS, REACH, WEEE, UL, IEC, EN, etc.	FCC Part 15, CE, RoHS, REACH, WEEE, UL, IEC, EN, etc.	FCC Part 15, CE, RoHS, REACH, WEEE, UL, IEC, EN, etc.	FCC Part 15, CE, RoHS, REACH, WEEE, UL, IEC, EN, etc.	FCC Part 15, CE, RoHS, REACH, WEEE, UL, IEC, EN, etc.
Accessories	Power supply, mounting bracket, screws, etc.	Power supply, mounting bracket, screws, etc.	Power supply, mounting bracket, screws, etc.	Power supply, mounting bracket, screws, etc.	Power supply, mounting bracket, screws, etc.	Power supply, mounting bracket, screws, etc.

US Headquarters

3500 Gull Point, Suite 300
Burlingame, CA 94010 USA
+1 858 843 3300

Sales Office

2010 N. 1st Street, Suite 400
San Jose, CA 95131 USA
+1 408 281 1100

Thailand Office

2101 Corporate Center Dr # A
Bangkok, Thailand 10110
+66 2 261 1100

Asia Office

Cambium Networks Corporation
2101 Corporate Center Dr # A
Bangkok, Thailand 10110
+66 2 261 1100


UK Office

Unit 10, Lifford Business Park,
Barnet Road, Barnet, London, UK
+44 1888 843 3300


Copyright © 2017 Cambium Networks, LLC




PTP 820/850
LICENSED ETHERNET MICROWAVE FOR MULTI-SERVICE NETWORKS




PTP 820S
Self-Powered All-In-One Public Carrier



PTP 820E
Self-Powered All-In-One Public Carrier



PTP 820C
Self-Powered All-In-One Public Carrier



PTP 820F
Self-Powered All-In-One Public Carrier

Cambium
PTP 820/850





A single platform serving all radio transport requirements.

WIRELESS CARRIER

WIRELESS INTERNET

ENTERPRISE

PUBLIC SAFETY



Queensland Treasury

SARA reference: 2008-18290 SRA
 Council reference: FM:MM
 Applicant reference: 067-B001

3 September 2020

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

Attention: Mrs Fiona Macleod

Dear Mrs Macleod

SARA response—Castlereagh Highway, Hebel

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

The development application described below was confirmed as properly referred by the State Assessment and Referral Agency (SARA) on 17 August 2020.

Response

Outcome:	Referral agency response - No requirements Under section 56(1)(a) of the <i>Planning Act 2016</i> , SARA advises it has no requirements relating to the application.
Date of response:	3 September 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 Telecommunications Facility
SARA role:	Referral Agency.	
SARA trigger:	Schedule 10, Part 9, Division 4, Subdivision 2, Table 4, Item 1 (10.9.4.2.4.1)—Material change of use of premises near a state transport corridor or that is a future state transport corridor (Planning Regulation 2017)	
SARA reference:	2008-18290 SRA	

Assessment Manager: Balonne Shire Council
Street address: Castlereagh Highway, Hebel
Real property description: Lot 19 on BLM912
Applicant name: Field Solutions Group

Applicant contact details: c/- Out of the Woods Planning
14 Cobbold Lane
Maroochydore QLD 4558
wendy@outofthewoodsplanning.com.au

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) 4616 7302 or via email ToowoombaSARA@dsdmip.qld.gov.au who will be pleased to assist.

Yours sincerely



Darren Cooper
Manager - DDSW (Planning)

cc Field Solutions Group c/- Out of the Woods Planning, wendy@outofthewoodsplanning.com.au

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

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) 2.6. 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 SARA's decision are:

The development complies with *State code 1: Development in a state-controlled road environment* of the SDAP. Specifically, the development:

- does not create a safety hazard for users of a state-controlled road
- does not result in a worsening of the physical condition or operating performance of state-controlled roads and the surrounding road network
- ensure the road works on, or associated with, the state-controlled road network are undertaken in accordance with applicable standards
- does not compromise the state's ability to maintain and operate state-controlled roads, or significantly increase the cost to maintain and operate state-controlled roads.

Material used in the assessment of the application:

- The development application material and submitted plans
- *Planning Act 2016*
- Planning Regulation 2017
- The SDAP (version 2.6)
- The Development Assessment Rules
- SARA DA Mapping system

Attachment 3— Representations about a referral agency response

(page left intentionally blank)

OFFICER REPORT

TO: Council

SUBJECT: MCU 182 - Development Application for Material Change of Use -
"Telecommunications Facility" Located at Dirranbandi-Hebel Road, Dirranbandi
QLD 4486 (described as Lot 5 on SP294964)

DATE: 07.09.20

AGENDA REF: ERS8

AUTHOR: Fiona Macleod - Planning & Development Officer

Sub-Heading

MCU 182 Development Application for Material Change of Use telecommunications facility at Dirranbandi-Hebel Road, Dirranbandi (Lot 5 on SP294964) by Council's planner.

Overview

Council has received a properly made development application from Field Solutions Group C/- Out of Woods Planning (Wendy Wood) for a Material Change of Use – "Telecommunications Facility" to be located at Dirranbandi-Hebel Road, Dirranbandi QLD 4486, properly described as Lot 5 on SP294964.

The development application, for a telecommunications facility, is subject to Code 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:	Field Solutions Group C/- Out of the Woods Planning (Wendy Wood)
Owner of Land:	H & M McIntyre (QLD) Pty Ltd
Land description:	Lot 5 on SP294964
Lot area:	957.0471 hectares
Zone/Precinct:	Rural Zone
Overlay:	Flood Hazard Overlay
Proposal:	Material Change of Use – "Telecommunications Facility"
Proposal Assessment category:	Code Assessment

Referral/Concurrency Agencies:	Department of Transport & Main Roads via the State Assessment and Referral Agency (SARA) (Concurrency Agency Referral)
Properly made date:	7 August 2020

PROPOSAL

The application seeks approval for a Material Change of Use – “Telecommunications Facility” located at Dirranbandi-Hebel Road, Dirranbandi QLD 4486, properly described as Lot 5 on SP294964.

The proposal involves the construction of a Telecommunication Facility which will form part of the Balonne Shire Council ‘Digital Connectivity’ project. Specifically, the intent of the project is to provide internet connectivity to remote areas within Balonne Shire Council area.

The result of the telecommunications facility will be to enable fixed wireless internet. Symmetrical bandwidth will be available with guaranteed speeds and unlimited usage for remote rural households in Balonne Shire.

The facility will comprise of the following:

- A 45m metal lattice tower;
- Associated infrastructure including;
 - Dual Pole Parabolic Antennas (Dishes)
 - Sector Antennas
 - Enclosed Control Panel mounted at ground level

The facility will have a footprint of approximately 25m x 25m with a formal agreement arranged with the landholder.

(Refer to Attachment 1: Development Application - Proposal Plans)

Access to the site will be gained via an existing 8-metre-wide rural gravel crossover off the Dirranbandi-Hebel Road (Castlereagh Highway). The maximum vehicle size that will be accessing the development will be a medium rigid vehicle. The facility will require connection to existing electricity supply onsite.

It is anticipated the period of construction will be approximately one week. Once the facility is operational it will continuously operate unstaffed and generally only requires maintenance once a year over a period of one day.

Characteristics of the site:

The development site is located in the Rural Zone of the *Balonne Shire Planning Scheme 2019* and is approximately 30km south west of Dirranbandi. Access to site is gained via an existing crossover from Dirranbandi-Hebel Road.

The subject site is an irregular rural zone block comprising a total area of 957.0471 hectares. The Dirranbandi-Hebel road cuts through the lot therefore the lot is located on either side of the road reserve. The northern side of the road is where the proposed facility is to be located. The lots current land use is for agricultural purposes (grazing and cropping).

The proposed telecommunications facility will be located in the northern corner of the lot in close proximity to the Dirranbandi-Hebel Road (**Refer to figure 1 – Site Plan**). The site is predominately undeveloped with built form being that it is utilised for agricultural purposes and is largely devoid of vegetation and has various frontages to the Dirranbandi-Hebel Road along with other adjoining rural land.

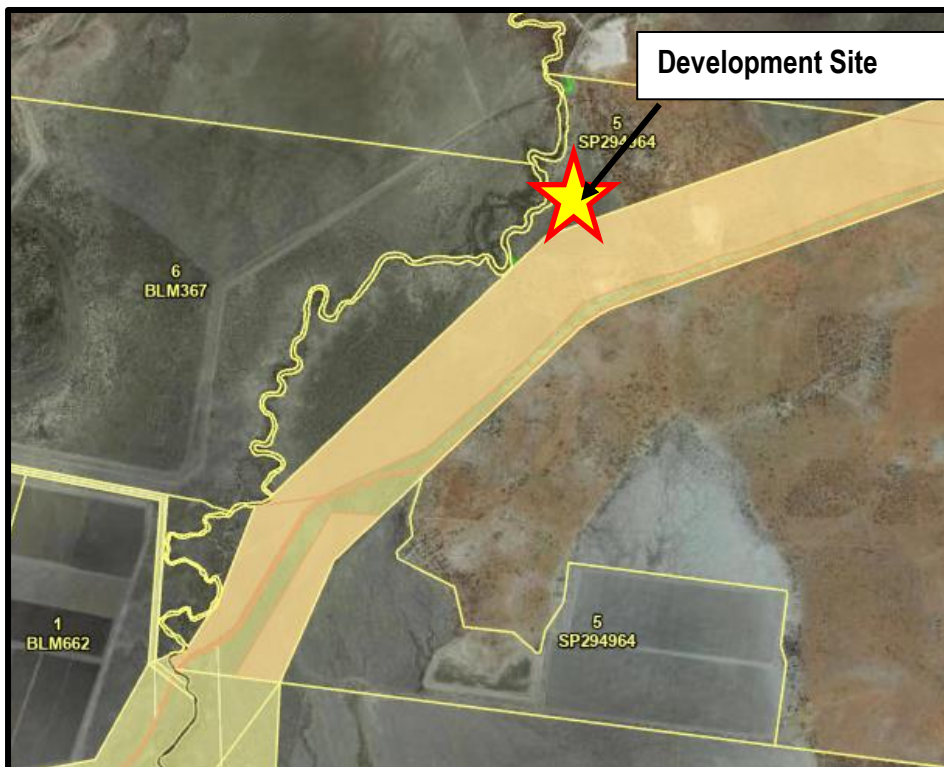


Figure 1: Site Locality

Source: QLD Globe

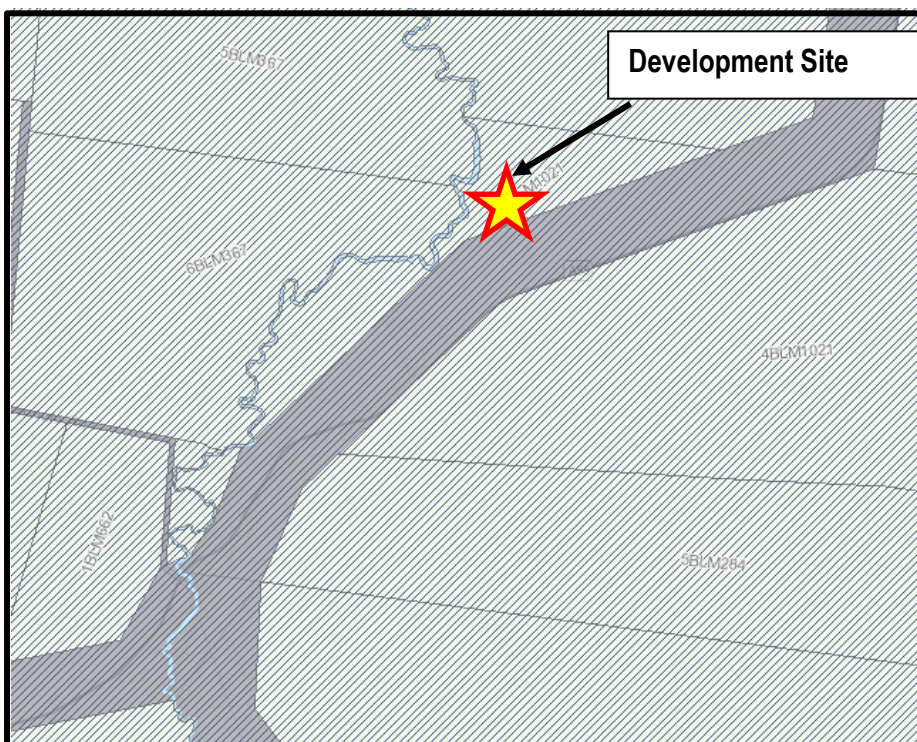


Figure 2: Zoning Map: Rural Zone

Source: Balonne Shire Online Mapping

Vegetation

The development site contains sparse areas of the following Matters of State Environmental Significance identified on the Queensland State Planning Policy (SPP) Interactive Mapping System.

- MSES - Regulated vegetation (category B)

The proposed development does not involve any clearing of any vegetation. Nor is it located over an area which contains MSES – Regulated vegetation (category B).

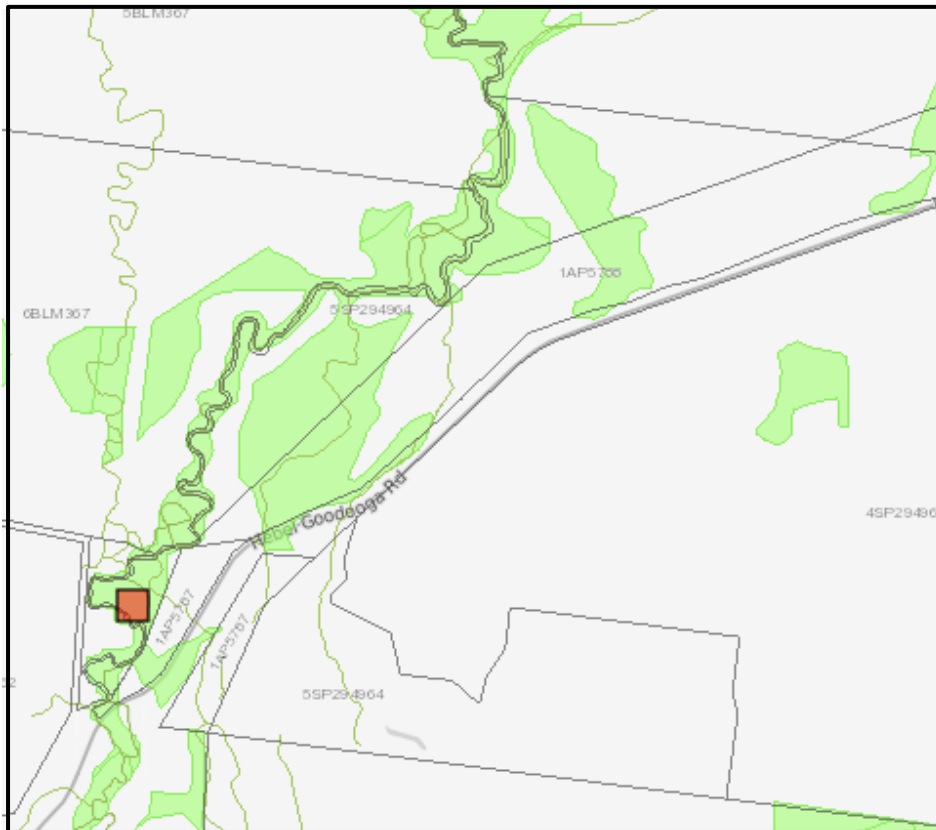


Figure 3: Environment and Heritage

Source: QLD SPP Interactive Mapping System

Natural Hazards

The development site is subject to flooding as identified on the Queensland State Planning Policy Interactive Mapping System (Flood hazard area - Level 1 - Queensland floodplain assessment overlay). The located of the proposed facility therefore requires assessment against the Flood Hazard Overlay Code which is provided below.

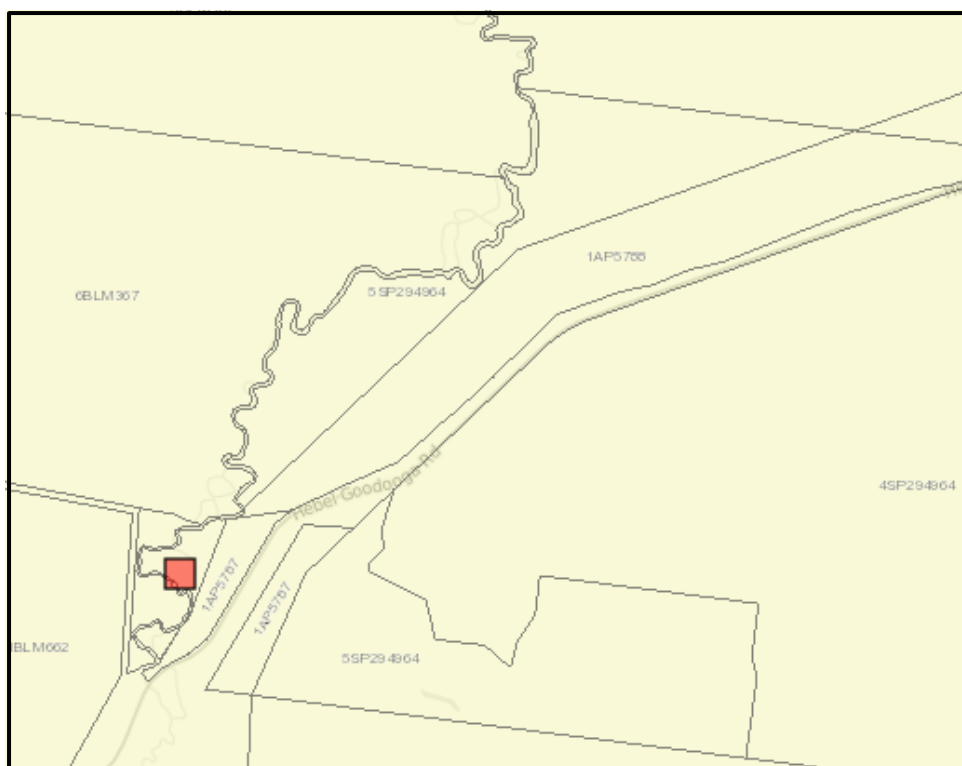


Figure 4: Flood hazard area

Source: QLD SPP Interactive Mapping System

In addition to flood hazard areas the site is also contains areas of bushfire hazards areas identified on the Queensland State Planning Policy Interactive Mapping System. The location of the proposed facility is not within an area affect by bushfire hazard.

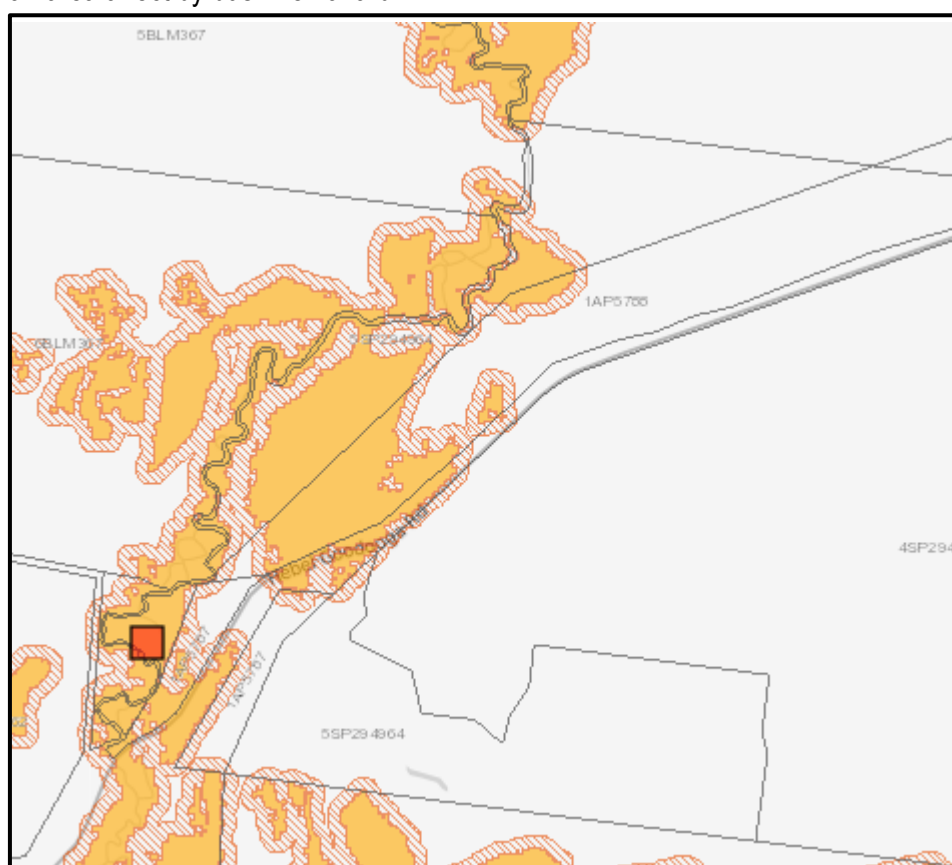


Figure 5: Bushfire fire hazard areas

Source: QLD SPP Interactive Mapping System

ASSESSMENT

The proposal constitutes a *material change of use* as defined in the *Planning Act 2016* (being the start of a new use of the premises).

The proposed use is defined as “Telecommunications Facility” in the *Balonne Shire Planning Scheme 2019* (the Planning Scheme):

Telecommunications Facility means:

Premises used for systems that carry communications and signals by means of radio, including guided or unguided electromagnetic energy, whether such facility is manned or remotely controlled.

Examples include: Telecommunication tower, broadcasting station, television station

The use does not include the following examples: Aviation facility, ‘low impact telecommunications facility’ as defined under the *Telecommunications Act 1997*

Pursuant to Section 45 of the *Planning Act 2016*, a Code Assessable application is an assessment that must be carried out only -

- (a) against the assessment benchmarks in a categorising instrument for the development; and
- (b) having regard to any matters prescribed by regulation.

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 4 Local Government Infrastructure Plan
- Part 5 Tables of assessment
- Part 6 Zones
 - Part 6.2.5 Rural zone code
- Part 7 Development Codes
 - Part 7.3.1 General development code
 - Part 7.4.3 Flood hazard overlay code

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. The Tables of Assessment identify the level of assessment for the proposed land use in the proposed location as “Code Assessment.”

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 Rural Zone.

Part 6.2.5 - Rural Zone Code

The purpose of this code is to:

- (a) Primarily accommodate grazing and value-adding rural uses (such a cropping) where they do not conflict with petroleum leases or facilities or stock routes.

- (b) *Ensure the productive capacity of agricultural and associated rural industries that rely on Important Agricultural Areas (IAA) land and identified as IAA as shown on SPP mapping – Economic Growth, Agriculture is maximised and maintained while protecting biodiversity values including MSES and also allowing for farm diversification and value adding industries to occur in the rural area.*
- (c) *Maintain the character and amenity of the rural and natural environment.*
- (d) *Encourage tourism development where it can value-add to the viability of rural enterprises, does not diminish biodiversity values including MSES and avoids impacts of flooding and bushfire.*
- (e) *Ensure that the stock route network is maintained and protected from inappropriate or incompatible development.*
- (f) *Ensure development protects extractive resources development from reverse amenity impacts resulting from existing and proposed rural uses and, also protects new rural uses from impacts of existing or future extractive industries by maintaining separation distances or buffers.*
- (g) *Ensure development does not obstruct the safe and efficient operation of pipelines.*
- (h) *Enables the development and supply of renewable energy such as solar farms, geothermal energy, bioenergy, hydropower and wind at the regional, local and individual scale in appropriate locations.*

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

- (a) *The zone primarily accommodates grazing and value-adding rural uses where they do not conflict with petroleum leases or facilities or stock routes.*
- (b) *New small-scale tourist developments are located where they:*
 - i. *Are associated with and do not threaten the viability of existing rural uses.*
 - ii. *Assist with maintaining the viability of existing rural production enterprises.*
 - iii. *Support and add to the quality of experiences on the Adventure Way and Great Inland Way.*
 - iv. *Protect extractive resources of local and state significance and operating extractive industry from encroachment by incompatible land uses.*
- (c) *New extractive industries are established only where they do not impact on the viability of existing agricultural, residential and tourist uses.*
- (d) *Biodiversity values and ecological connectivity associated with MSES are protected and maintained.*
- (e) *Development is serviced with infrastructure including formal road access and is appropriate for the level of risk associated with any flood and bushfire hazard.*

The proposed development complies with the Purpose and Outcomes of the Rural zone because:

- The telecommunications facility will allow the continuation of existing rural activities occurring on the property.
- The location has been sited on the lot to ensure that biodiversity values and ecological connectivity associated with MSES, will not be encroached on.
- No pipelines are located within the vicinity of the proposed development.
- The developments location on the property is in an area not subject to Bushfire hazard.
- Given the nature of the proposed use, being for telecommunications purposes, existing activities located within the Rural Zone will not be negatively impacted. It is considered that the use coexists with agricultural activities being that it has a small development footprint and once constructed only needs to be accessed once a year for maintenance purposes.

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	
<p>PO1 Proposed uses established in the Rural zone do not conflict with existing rural land uses or the biodiversity (including MSES), scenic and community values of the area.</p>	<p style="text-align: right;">✓</p> <p>The proposed 45-metre-high telecommunications facility is considered to be able to coexist with existing agricultural operations occurring on the property given the small footprint of the development as well as being unmanned and only maintained once a year once constructed. Additionally, no reverse amenity impacts to the rural activities on the property and in the surrounding area will occur as a result of the development given that the use is not 'sensitive'.</p> <p>There is no recognised biodiversity (including MSES) identified within the proposed development footprint.</p> <p>While the tower will be visible from the highway it is a use commonly found in the rural area and furthermore the width and construction materials of the tower will reduce visual bulk when seen from the road (i.e. not made of solid materials).</p> <p>The purpose of the facility, to allow internet connectivity to remote communities, can be recognised as an essential community service and therefore positively adds to the surrounding community.</p>
<p>PO2 Uses established in the Rural zone do not conflict with:</p> <ul style="list-style-type: none"> (a) Petroleum infrastructure that occurs on petroleum leases or under petroleum facility licences and pipeline licences. (b) The function of stock routes. (c) Mining leases and claims. 	<p>N/A – The proposed development is not located within the vicinity of a pipeline.</p> <p>N/A – While the proposed development is located adjacent to a stock route, given the nature of the use being unmanned and only visited annually it is considered that there will be no impact to the function of stock routes.</p> <p style="text-align: right;">✓</p> <p>While the property is identified as 'priority agricultural area' it is considered that the development footprint will not restrict on future agricultural activities occurring on the site.</p>
<p>PO3 Tourist uses that support the primary rural uses on the site are limited in scale and do not threaten the viability of traditional rural uses.</p>	<p>N/A – The proposed development is not for a tourist use.</p>
<p>PO4 Extractive industry is adequately separated from sensitive land uses to minimise potential for nuisance or complaint.</p>	<p>N/A – The proposed development is not for an extractive industry use.</p>
PO5	✓

Development is connected to an appropriate level of infrastructure services.	<p>The development is for a telecommunications facility and therefore infrastructure required for the operation of the tower is electricity. An existing electricity supply available to the property will be utilised for the facility.</p> <p>Given the nature of the use no water or sewerage supply connections are required.</p>
<p>PO6</p> <p>Development is located to protect sensitive land uses from the impacts of previous activities that may cause risk to people or property including land containing former mining activities and hazards e.g. disused underground mines, tunnels and shafts.</p> <p>Note: A geotechnical assessment report prepared by a suitably qualified and experienced person will assist in demonstrating the achievement of the performance outcome where a possible risk from former mining activities is identified through local knowledge, a pre-development ground inspection, Schedule 4 – Online Mapping Resources – Mines Online Maps, or other sources.</p>	N/A – the development is not for a sensitive land use nor is the subject site identified as being located on an area where previous mining activities and hazards have occurred.
<p>PO7</p> <p>Renewable energy facilities are located and designed to avoid adverse impacts on sensitive uses including impacts on privacy, safety, noise, odour and fumes by lighting and traffic generation.</p>	N/A – the development is not for a renewable energy facility.

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 area on the property that 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 is consistent with the existing character of the rural zone being that there are existing telecommunications facilities located in the rural area;
- The proposed development will be connected to electricity supply and has direct access to the road network;
- The proposed development will allow for adequate manoeuvring onsite to allow for safe and efficient access and egress from the site;
- The proposed development will not conflict with the ongoing efficient and safe use of the stock route network; and
- The development is appropriately separated from pipelines and will not impact on 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.	✓ The proposed development for telecommunications tower and associated infrastructure footprint on the agricultural land located in the rural zone will be minimal in area, being 25 x 25 metres. Accordingly, it is considered that the local character of the zone, for Rural purposes will be retained. While the facility will be visible from the Dirranbandi-Hebel Road, given the construction materials and other telecommunications facilities located within the Rural zone, it is considered that the predominant agricultural uses intended for the rural zone and surrounding localities will continue to be the dominant landscape of the area and the telecommunications facility will not change the local character of the Rural zone.
PO2	N/A – Given the location and use of the proposed development within the Rural zone and nature of the

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.	facility being a 45 metre lattice metal tower, landscaping is not considered necessary.
Building Design	
P03 New development maintains the low-rise scale and character of the Shire.	✓ While the proposed telecommunications facility will be 45 metres in height, it is not an uncommon feature within the Rural zone with other towers located in the Balonne Shire rural landscape. For the facility to provide appropriate internet services to the community it is required to be of substantial height. The construction materials of the tower allow some transparency therefore reducing the visual bulk and scale of the facility. It is considered that the development will not negatively impact on the character of the Rural zone.
P04 New buildings or structures present a traditional façade to the street.	N/A – Given the nature and location of the proposed development, being for a telecommunications structure, the design is limited with respect to appearance. However, it is noted that the structures materials are consistent with other telecommunications facilities located within the rural zone being a partially transparent lattice tower.
P05 Development is generally in accordance with existing setbacks within the locality.	✓ Given the developments location within the Rural zone, there are no buildings or structures in proximity to use as a benchmark for setbacks. The proposed facility will be setback off the Dirranbandi-Hebel Road.
P09 Other than where located in the Rural zone, buildings and structures for ancillary uses and activities such as sheds are subordinate in use and size to the primary use of the premises.	N/A – The proposed development is located within the rural zone and does not propose any ancillary uses.
Ancillary Uses	
P010 The proposed development accommodates sufficient car parking on site.	✓ Under the current planning scheme there is no statutory requirement for car parking associated with a telecommunications facility use. It is not considered necessary that formal car parking is provided for the development given once construction has been completed the telecommunications facility will operate unmanned. Vehicles visiting the premises will be only annually for maintenance purposes. The open area surrounding the proposed telecommunications facility is therefore considered as sufficient parking for when the maintenance vehicle enters the premises annually.

	The proposed development layout allows adequate onsite manoeuvring areas and enables vehicles to leave the site in forward gear.
PO11 The proposed driveway is clear of all impediments.	✓ There is will be no change to the existing access driveway location off the Dirranbandi-Hebel Road, which is clear of impediments. The application was required to be referred to DTMR as manager of the road corridor where the access is proposed who sited no concerns or conditions with respect to the proposed access for the facility.
PO12 The location of driveways does not create a danger to the safety and efficiency of existing intersections.	✓ The application was required to be referred to DTMR as manager of the road corridor where the access is proposed who sited no concerns or conditions with respect to the proposed access for the facility.
PO13 Access to, from and within the site: 1. is adequate for the type and volume of traffic generated by the use. 2. does not adversely impact on the traffic network external to the site. 3. caters for safe pedestrian access. 4. provides for disabled access.	✓ The application was required to be referred to DTMR as manager of the road corridor where the access is proposed who sited no concerns or conditions with respect to the proposed access for the facility.
Infrastructure and Services	
PO14 The development is supplied with an appropriate level of infrastructure to support the intended use.	✓ The proposed development will be connected to an electricity supply.
PO15 All development has an adequate supply of potable water and can provide for appropriate treatment and disposal of effluent and other wastewater. 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> .	N/A – given the proposed development, being for a telecommunications facility, the use does not require water or sewerage supply to operate. The facility will be unmanned.
PO16 Stormwater is collected and discharged to ensure no impacts on adjoining landowners, BSC or State infrastructure while also ensuring environmental values of waters in the Shire are maintained.	✓ The proposed development incorporates minimal hard surface areas and therefore stormwater runoff will be negligible. The proposed development does not require an stormwater disposal system.

PO17 Wastewater discharge to a waterway is avoided or managed in a way that maintains ecological processes, riparian vegetation, waterway integrity, and downstream ecosystem health.	N/A – the development will not result in any wastewater discharge given that it is an unmanned facility with transparent construction materials (lattice tower).
BSC assets	
PO18 Structures and buildings do not adversely impact on BSC infrastructure.	N/A – the development is not in proximity to any BSC infrastructure.
Electricity infrastructure	
PO29 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.	✓ The subject site is not located near major electricity infrastructure or substations.
Local heritage places	
PO30 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.	✓ The subject site is not located near a local heritage place.
Aviation facilities	
PO32 Development does not interfere with the function of air service facilities SPP mapping – Infrastructure – Strategic Airport and Aviation Facilities .	✓ The proposed development will not interfere with the function of the St George airport.

7.4.3 Flood Hazard Overlay code

The purpose of the Flood hazard overlay code is to:

- (a) *Provide for the assessment of the suitability of development in the Flood hazard overlay area to ensure that risk to life, property, community, economic activity and the environment during flood events is minimised.*
- (b) *Ensure that development does not increase the potential for flood damage on-site or to other property.*

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

- (a) *The development siting, layout, and access responds to the risk of the flood hazard and minimises risk to personal safety.*
- (b) *The development is resilient to flood events by ensuring siting and design accounts for the potential risks of flood hazards to property.*
- (c) *The development supports and does not unduly burden disaster management response or recovery capacity and capabilities.*
- (d) *The development directly, indirectly and cumulatively avoids an unacceptable increase in severity of the flood hazard and does not significantly increase the potential for damage on the site or to other properties.*
- (e) *The development avoids the release of hazardous materials as a result of a flood event.*

- (f) *Natural processes and the protective function of landforms and/or vegetation are maintained in natural hazard areas.*

Whilst the telecommunications tower will be located in a flood hazard area the proposed development complies with the Purpose and Outcomes of the Flood Hazard Overlay Code because;

- It will not result in an unacceptable risk for persons or property and will not unduly burden disaster management response or recovery capacity and capabilities as once constructed the facility will operate unmanned (served intermittently through the year once a year, unless otherwise warranted);
- The development is relatively small in scale in the overall context of the premises and therefore will not result in an undesirable impact on the extent and magnitude of flooding or potential for flood damage on-site or to other property;
- It will be designed so as to be resistant to flooding as far as practical and in accordance with the conditions of the development permit, the Building Code of Australia and the relevant Australian Standards;
- The proposed development will not pose any risks of hazardous materials being released; and
- Landforms and vegetation will be maintained.

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
Built Form	
PO1 Development is resilient to flood events by ensuring design and built form to account for the potential risks of flooding.	✓ The proposed telecommunications facility is an unmanned facility once constructed. The structure will be designed to allow for flow of flood waters and will be resistant to flooding as far as practical and in accordance with the conditions of the development permit, the Building Code of Australia and the relevant Australian Standards.
Development siting and layout	
PO2 Development siting and layout, responds to flooding potential and maintains personal safety at all times.	N/A – The proposed development does not involve the creation of any new lots. Once the telecommunications facility is constructed the facility will be unmanned and will be serviced intermittently through the year (once a year, unless otherwise warranted) therefore signage indicating safe evacuation routes, hazard warning signage and depth indicators is considered unnecessary.
Effects on flood behaviour	
PO3 Development directly, indirectly and cumulatively avoids any increase in water flow velocity or flood level and does not increase the potential for flood damage either on site or on other properties ⁷ .	✓ The development is relatively small in scale in the overall context of the premises and design of the structure will unlikely increase in water flow velocity or flood level and will not increase the potential for flood damage on site or other properties.

	The proposed development will not involve any physical alteration to a watercourse or floodway including vegetation clearing.
Hazardous materials	
PO4 Development avoids the release of hazardous materials or contaminants into floodwaters.	N/A – The proposed development is for a telecommunications facility which is unlikely to release of hazardous materials or contaminants into floodwaters.
Disaster management responses	
PO5 The development supports, and does not unduly burden, disaster management response or recovery capacity and capabilities.	✓ Once constructed the proposed telecommunications facility will be unmanned. Therefore, will not result in an unacceptable risk for persons will not unduly burden disaster management response or recovery capacity and capabilities.
Community infrastructure	
PO6 Development involving community infrastructure (defined as Sensitive Land Uses and Community Oriented Uses under this planning scheme): (a) remains functional to serve community need during and immediately after a flood event. (b) is designed, sited and operated to avoid adverse impacts on the community or environment due to the impacts of flooding on infrastructure, facilities or access and egress routes. (c) retains essential site access during a flood event. (d) and is able to remain functional even when infrastructure or services may be compromised in a flood event.	N/A – The proposed development does not involve community infrastructure.

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 4, Item 1 of the *Planning Regulation 2017*.

SARA have issued a referral agency response with no conditions (see attachment 2).

Public Notification and Submissions

Not applicable.

Link to Corporate Plan

Function	Key Program Area
<u>Infrastructure and Planning</u>	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

Legal Implications

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

Policy Implications

Council's planning policies apply.

Financial and Resource Implications

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

Attachments

1. Attachment 1: MCU 182 Proposal Plans.pdf [↓](#)
2. Attachment 2: MCU 182 SARA Concurrence Agency Response.pdf [↓](#)

Recommendation

That:

1. Council approves the development application MCU 182 for Material Change of Use – “Telecommunications Facility” on land located at Dirranbandi-Hebel Road, Dirranbandi, described as Lot 5 on SP294964 subject to the permit conditions listed below.

DEVELOPMENT PERMIT CONDITIONS

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 a “**Telecommunications Facility**” means premises used for systems that carry communications and signals by means of radio, including guided or unguided electromagnetic energy, whether such facility is manned or remotely controlled.
- 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 any cut exceeds 100m³ and/or filling works that exceed 500m³.
- 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.

Use

2. The approved development is a Material Change of Use - "Telecommunications Facility" as defined in the Planning Scheme and as shown on the approved plans.
3. A development permit for building works must be obtained prior to commencing construction of the telecommunications facility.
4. 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
067-B002 Revision B	Site Plan	28/07/2020
RQ5341-1-2 Revision A	Sample Drawing 45m RT40 General Arrangement	16/05/2018

5. 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.

Compliance inspection

6. 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.
7. Prior to the commencement of the use, the applicant shall contact Council to arrange a development compliance inspection.

Applicable Standards

8. All works must comply with:
 - a. the development approval conditions;
 - b. any relevant provisions in the Planning Scheme;
 - c. any relevant Australian Standard that applies to that type of work; and
 - d. 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

9. The developer shall ensure that all approved 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.
10. 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).

Safety

11. Any required obstacle lighting or marking is to be installed and maintained on the approved "Telecommunication Facility" in accordance with the Civil Aviation Safety Authority's (CASA) and *Manual of Standards Part 139 – Aerodromes*.

Waste Management

12. 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*.
13. All waste generated on-site must be managed in accordance with the waste management hierarchy as detailed in the *Waste Reduction & Recycling Act 2011*.

Stormwater Drainage

14. Stormwater drainage is to be provided in accordance with:
 - a. Queensland urban drainage manual, 3rd Edition, Queensland Department of Energy and Water Supply, 2013;
 - b. Pilgrim, DH, (ed)., Australian Rainfall & Runoff – A Guide to Flood Estimation, Institution of Engineers, Australia, Barton, ACT, 1987; and
 - c. Class 1 and Class 10 buildings – National Construction Code, Volume 2.

Earthworks and Construction

15. 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.

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. Lighting of the site, including any security lighting, shall be such that the lighting intensity does not exceed 8.0 lux at a distance of 1.5 metres from the site at any property boundary.
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.

Services

21. The proposed development must be connected to an electricity supply that is adequate for the use.

No Cost to Council

22. 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

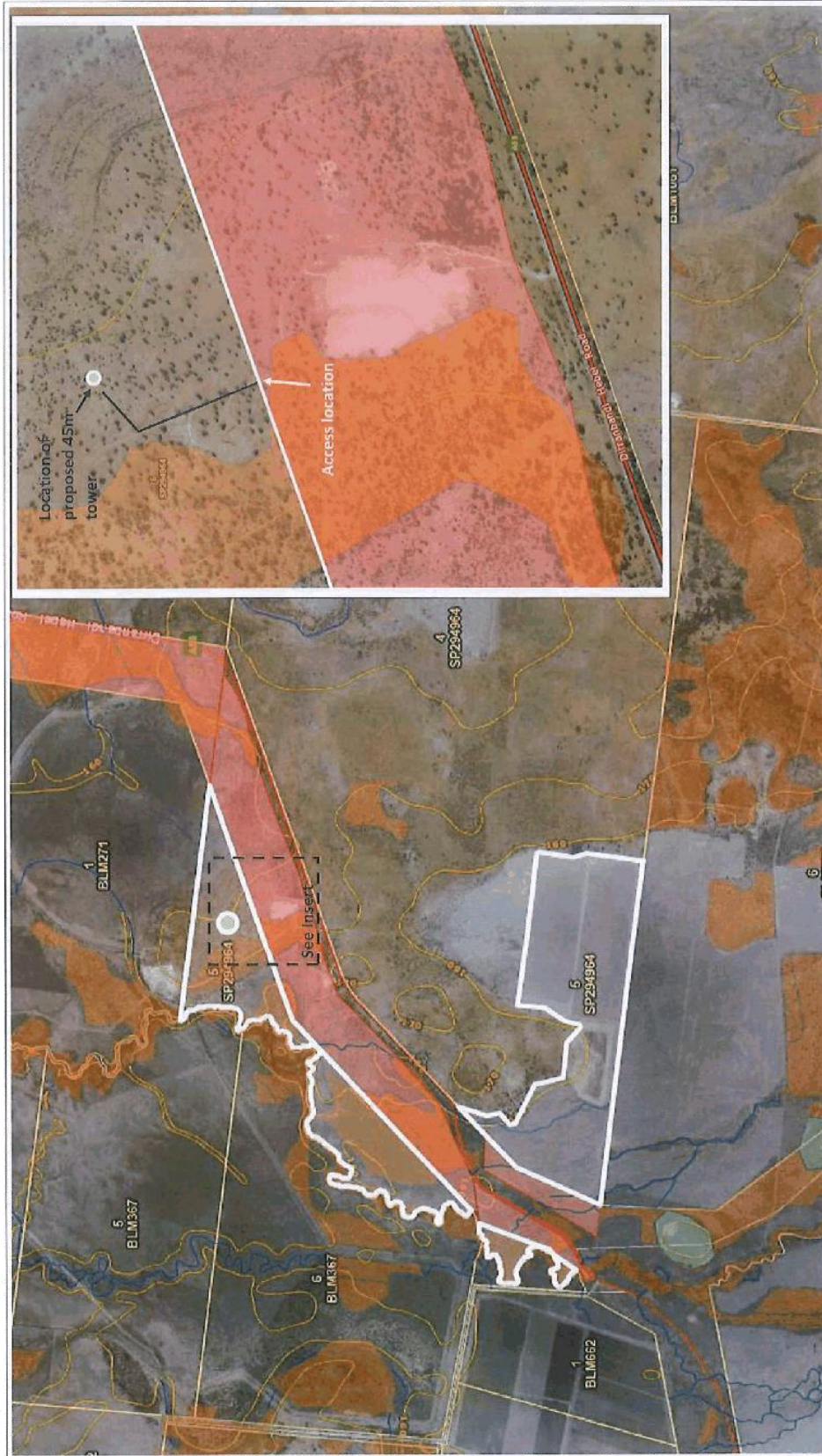
23. Where another condition refers to a specific published standard, manual or guideline, including specifications, drawings, provisions and criteria within those documents, that condition shall be deemed as referring to the latest versions of those publications that are publicly available at the commencement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

Application Documentation

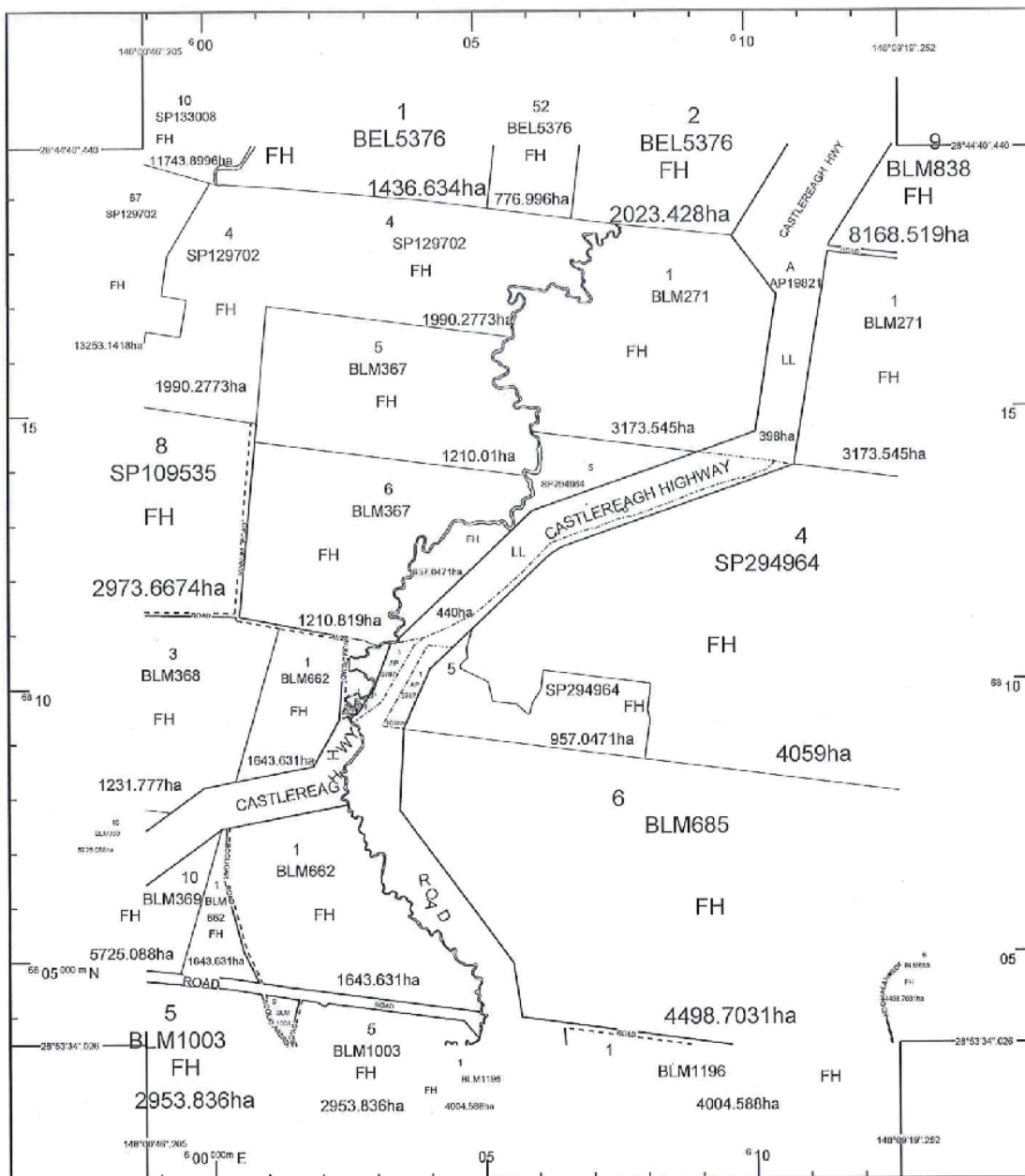
24. It is the developer's responsibility to ensure that all entities associated with this Development Approval have a legible copy of the Decision Notice, Approved Plans and Approved Documents bearing 'Council Approval'.

Digby Whyte

Director Environment & Regulatory Services



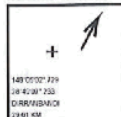
<p>Legend:</p> <ul style="list-style-type: none"> Proposed Infrastructure Location MSES Regulated Vegetation & Essential Habitat Access Pathway <p>Note: plan is not to scale</p>	<p>ABN 26 373 259 082 14 Cobbold Lane MAROOCHYDORE QLD 4558 0418 405 006</p> <p> OUT OF THE WOODS PLANNING</p>	<p>SITE PLAN</p> <p>Cavillon Telecommunications Tower Lot 5 on SP294964 Dirranbandi Hebel Road, Dirranbandi</p>	<p>Drawing No. 067-B002 Issue B</p> <p>Date 28/07/2020</p> <p> FIELD solutions TELECOMMUNICATIONS • SOFTWARE • CONSULTING</p>
---	--	--	--



STANDARD MAP NUMBER
8540-34241

HORIZONTAL DATUM: GDA95 ZONE: 55 SCALE 1: 100000

MAP WINDOW POSITION &
NEAREST LOCATION



SUBJECT PARCEL DESCRIPTION

DCDD
Lot/Plan
Area/Volume
Tenure
Local Government
Locality
Segment/Parcel

SP294964
957.0471ha
FREEHOLD
BALONNE SHIRE
DIRRANBANDI
4745063

CLIENT SERVICE STANDARDS

PRINTED (dd/mm/yyyy) 04/07/2020

DCDD 02/07/2020 (Lots with an area less than 4.000ha are not shown)

Users of the information recorded in this document (the Information) accept all responsibility and risk associated with the use of the information and should seek independent professional advice in relation to dealings with property.

Despite Department of Natural Resources, Mines and Energy (DNRM)'s best efforts, DNRM makes no representations or warranties in relation to the information, and, to the extent permitted by law, exclude or limit all warranties relating to correctness, accuracy, reliability, completeness or currency and all liability for any direct, indirect and consequential costs, losses, damages and expenses incurred in any way (including but not limited to that arising from negligence) in connection with any use of or reliance on the Information.

For further information on SmartMap products visit:
<https://www.qld.gov.au/finding/buying-owning/property-land-valuation/smartmaps>

SmartMap

An Extended Product of
SmartMap Information Services
Based upon an extraction from the
Digital Cadastral Data Base



Queensland
Government
(c) The State of Queensland,
(Department of
Natural Resources,
Mines and Energy) 2020.

ePMP™ 3000 Sector Antenna



Cambium Networks has deployed more than five million radios around the world achieving unparalleled degrees of scalability. Continuing the tradition of designing and manufacturing industry leading antenna solutions, the ePMP 3000 4X4 sector antenna encompasses all the key differentiations of the Cambium Antenna line and adds 4X4 Multi User MIMO Capability. Designed to work in 5 GHz spectrum and 90 degree coverage, the antenna is an integral part of the ePMP 3000 Access Point and allows for Multi User MIMO Operation.

KEY DEPLOYMENT ADVANTAGES

- **Frequency Re-use:** Designed for ABAB channel re-use (two channels covering four sectors), the sector antenna has a minimum 30 dB front to back ratio over a wide rear facing aperture.
- **Channel Flexibility:** Consistent gain from 4.9 to 6.0 GHz allows the operator to select a channel anywhere in the band and achieve the expected performance.
- **Consistent Coverage:** Excellent null fill capabilities of the antenna allow for broad geographical coverage within a sector even near the base of the tower and the edges of the sector.
- **Designed for the Installer:** Small, compact design, integrated ePMP radio mount and GPS antenna integration.
- **Predictable Performance:** The sector antenna is integrated into Cambium Networks LINKPlanner. The 3D model shows coverage at all elevations and across the azimuth.

KEY SPECIFICATIONS:

- 17 dBi gain
- 4.9 to 5.97 GHz spectrum
- 30 dBi front to back ratio
- IP 65 ruggedization

SPECIFICATIONS

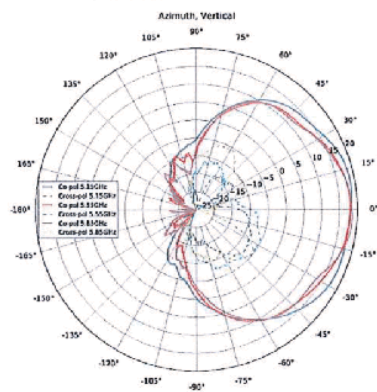
ePMP 3000 SECTOR ANTENNA	
Model Number	C050910D301A
Frequency Range	4.9 GHz to 5.97 GHz
Gain	17 dBi
3 dB Beamwidth - Azimuth	70 degrees
3 dB Beamwidth - Elevation	6 degrees
Electrical Downtilt	-2 degrees
Polarization	2X Horizontal, 2X Vertical

SPECIFICATIONS

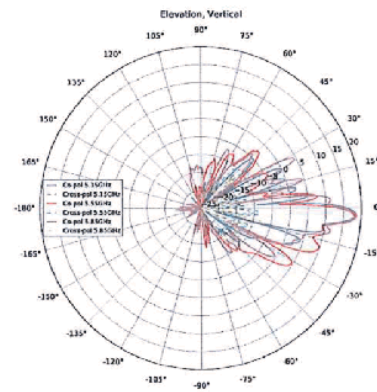
ePMP 3000 SECTOR ANTENNA	
Model Number	C0509100301A
Port-to-Port Isolation	> 20 dB
Front-to-Back Ratio	30 dB
Maximum Input Power	5 W
Input Impedance	50 ohms
Mounting Connectors	4 x RP SMA
Mounting Hardware	Included for mounting to mast diameters 2" to 4" (5 cm to 10 cm) -10 to +5 degree tilt Hardware included to connect ePMP access point to back of antenna body
Physical Dimensions	Antenna Body: 23.4" (H) x 9.6" (W) x 3.25" (D) (594 mm x 157 mm x 110 mm)
Weight	Antenna Body: 8.0 lbs, 3.7 kg w/ ePMP 3000 Access Point and Mounting Brackets: 13.8 lbs, 6.3 kg
Environmental	IP65
Radome Material	UV Protected ABS
Operating Temp	-40°C to 60°C (-40°F to 140°F)

ANTENNA PATTERNS

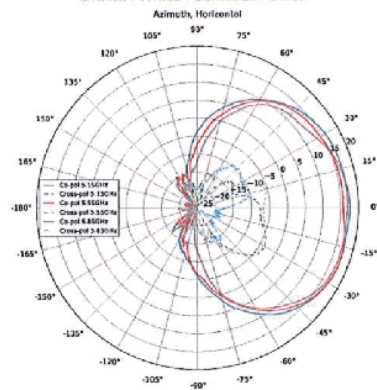
Channel 0 Vertical Polarization Azimuth



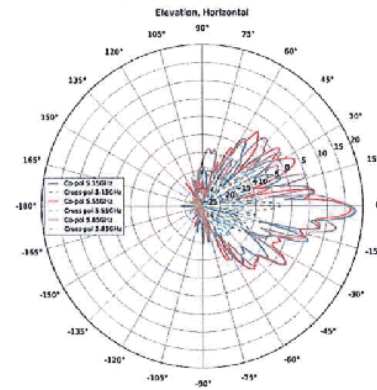
Channel 0 Vertical Polarization Elevation



Channel 1 Vertical Polarization Azimuth

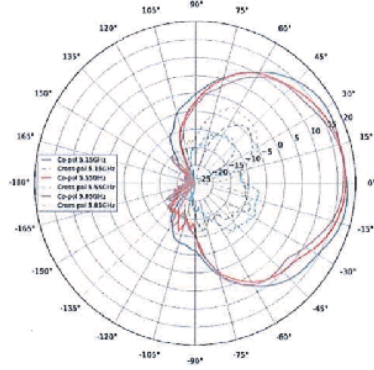


Channel 1 Vertical Polarization Elevation

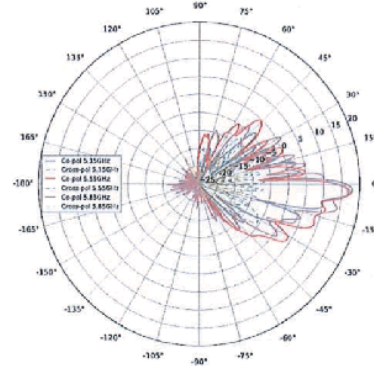


ANTENNA PATTERNS

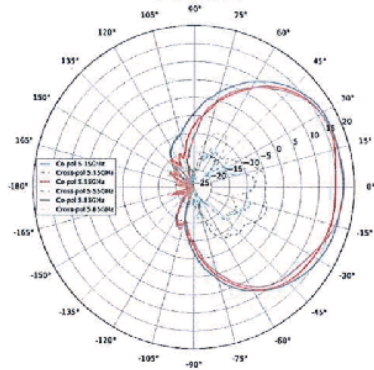
Channel 2 Vertical Polarization Azimuth



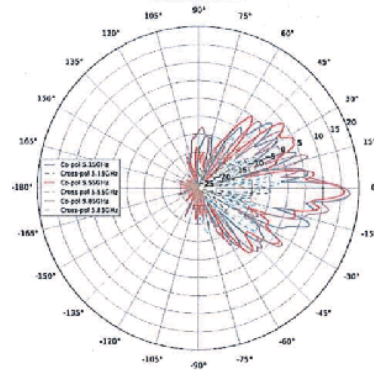
Channel 2 Vertical Polarization Elevation



Channel 3 Vertical Polarization Azimuth



Channel 3 Vertical Polarization Elevation



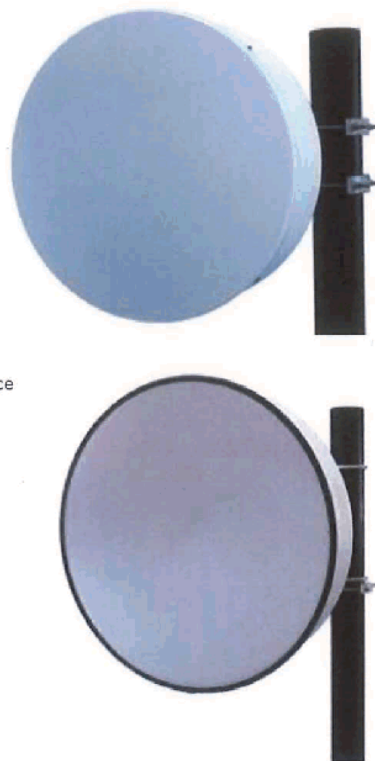
© 2018 Cambium Networks Ltd. All rights reserved.

SS ePMP™ 3000 Sector Antenna 10032018



5.25 - 5.85 GHz High Performance Dual Pole Parabolic Reflector Antenna

High Performance Dual Pole Parabolic Reflector Antennas from Cambium Networks are well-suited for deployment with any of the sub-6 GHz PTP products. They are engineered to provide ETSI class 2/3 radiation pattern performance as well as excellent gain. Field-proven preassembled antennas and robust pole mounts ensure "set and forget" installation with minimal post installation maintenance. The included radome ensures robust and reliable performance under the most challenging conditions.



FEATURES AND BENEFITS:

- High Performance ETSI Class 2/3* Parabolic Antennas – Excellent performance for a wide range of applications
- Fully Preassembled at the Factory – Simplifies installation on site and guarantees "factory tested" quality
- Industry leading 7year warranty
- Suitable for deployment with PTP 650, PTP 670, PTP 700 and PTP 450i connectorized radios.
- Fully supported in LINKPlanner™ providing accurate predictions of PTP link performance and availability. LINKPlanner™ is available at no charge from the support website at cambiumnetworks.com.

*ETSI Class depends on frequency band

SPECIFICATIONS

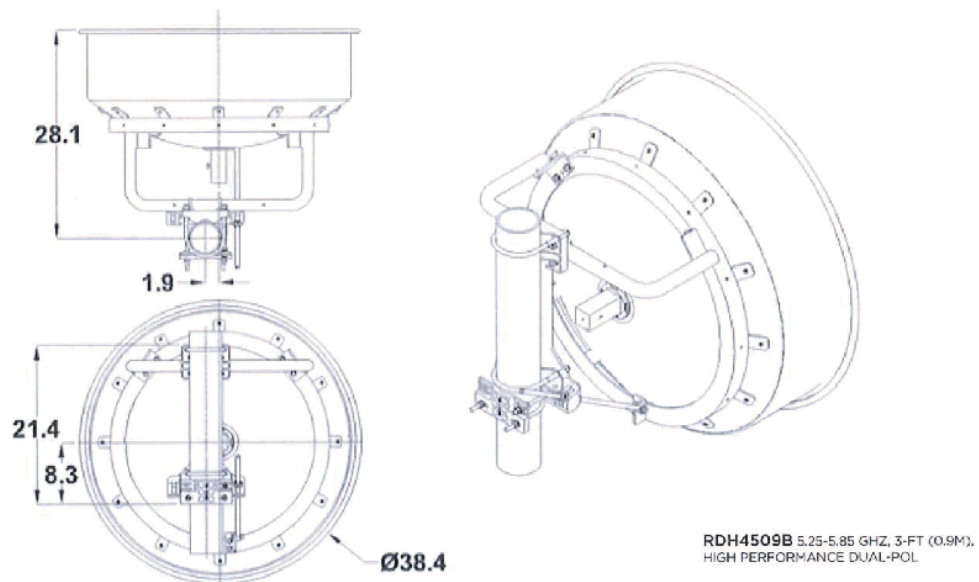
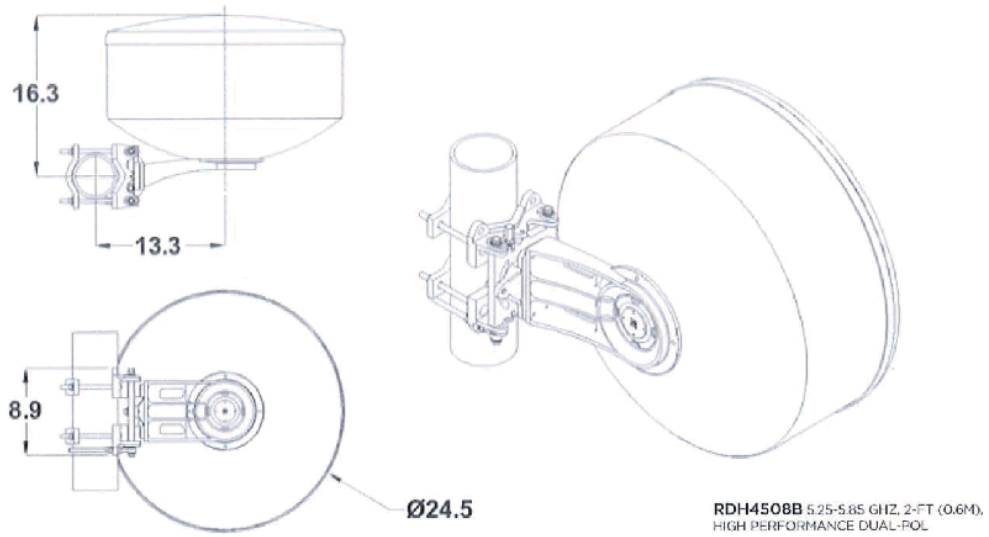
GENERAL

Antenna Type	High Performance Parabolic Reflector Antenna
Size, nominal	2 ft (0.6 m); 3 ft (0.9 m); 4 ft (1.2 m)
Polarization	Dual
Standard RF Connector Type	N-Female

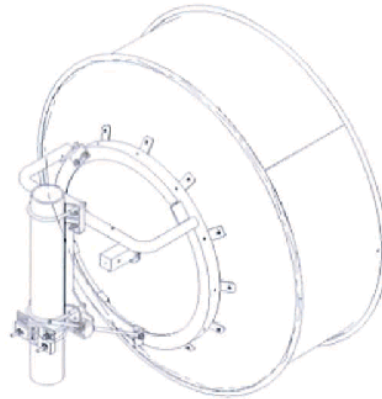
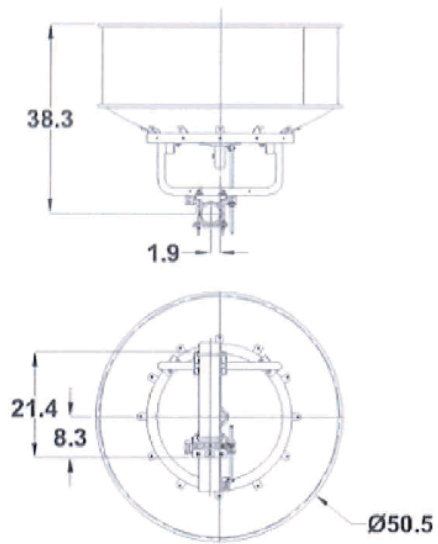
SPECIFICATIONS

ELECTRICAL	2 FT (0.6 M)	3 FT (0.9 M)	4 FT (1.2 M)
Model Number	RDH4508B	RDH4509B	RDH4510B
Description	5.25-5.85 GHz, 2-FT (0.6M), HIGH PERFORMANCE DUAL-POL	5.25-5.85 GHz, 3-FT (0.9M), HIGH PERFORMANCE DUAL-POL	5.25-5.85 GHz, 4-FT (1.2M), HIGH PERFORMANCE DUAL-POL
Operating Frequency Band	5.25 - 5.85 GHz	5.25 - 5.85 GHz	5.25 - 5.85 GHz
Half Power Beamwidth, Horizontal	6.1 degrees	4.2 degrees	3 degrees
Half Power Beamwidth, Vertical	6.1 degrees	4.2 degrees	3 degrees
Cross-Polarization Discrimination	28 dB	30 dB	30 dB
Front to Back Ratio (F/B)	44 dB	46 dB	49 dB
Gain, Low Frequency	28.3 dBi	31.8 dBi	34.2 dBi
Gain, Mid Frequency	28.8 dBi	32.3 dBi	34.7 dBi
Gain, High Frequency	29.3 dBi	32.8 dBi	34.7 dBi
VSWR	1.5:1	1.5:1	1.5:1
Return Loss	-14 dB	-14 dB	-14 dB
MECHANICAL	2 FT (0.6 M)	3 FT (0.9 M)	4 FT (1.2 M)
Model Number	RDH4508B	RDH4509B	RDH4510B
Description	5.25-5.85 GHz, 2-FT (0.6M), HIGH PERFORMANCE DUAL-POL	5.25-5.85 GHz, 3-FT (0.9M), HIGH PERFORMANCE DUAL-POL	5.25-5.85 GHz, 4-FT (1.2M), HIGH PERFORMANCE DUAL-POL
Fine Azimuth Adjustment	+/- 10 degrees	+/- 10 degrees	+/- 10 degrees
Fine Elevation Adjustment	+/- 30 degrees	+/- 25 degrees	+/- 25 degrees
Mounting Pipe Diameter, Min	2 inch 5.08 cm	4.5 inch 11.4 cm	4.5 inch 11.4 cm
Mounting Pipe Diameter, Max	4.5 inch 11.4 cm	4.5 inch 11.4 cm	4.5 inch 11.4 cm
Net Weight	27 lbs 12.3 kg	50 lbs 12.3 kg	85 lbs 38.3 kg
Wind Velocity Operational	90 mph 145 km/h	90 mph 145 km/h	90 mph 145 km/h
Wind Velocity Survival Rating	125 mph 201 km/h	125 mph 201 km/h	125 mph 201 km/h
Axial Force (FA)	202 lbs 899 N	403 lbs 1972 N	737 lbs 3278 N
Side Force (FS)	100 lbs 445 N	200 lbs 890 N	365 lbs 1623 N
Twisting Moment (MT)	194 ft-lbs 263 Nm	344 ft-lbs 466 Nm	784 ft-lbs 1063 Nm
Operating Temperature Range	-40 to +60 C	-40 to +60 C	-40 to +60 C
Max Pressure, PSIG, (if waveguide interface)	5	5	5
REGULATORY COMPLIANCE			
RoHS-compliant	Yes	Yes	Yes
SHIPPING INFORMATION	2 FT (0.6 M)	3 FT (0.9 M)	4 FT (1.2 M)
Model Number	RDH4508B	RDH4509B	RDH4510B
Description	5.25-5.85 GHz, 2-FT (0.6M), HIGH PERFORMANCE DUAL-POL	5.25-5.85 GHz, 3-FT (0.9M), HIGH PERFORMANCE DUAL-POL	5.25-5.85 GHz, 4-FT (1.2M), HIGH PERFORMANCE DUAL-POL
Package Type	Cardboard	Wood Crate	Wood Crate
Gross Weight	48 lbs 28.7 kg	143 lbs 69.8 kg	196 lbs 88.9 kg
Dimensions, L x W x H	31 x 31 x 25in 79 x 79 x 64 cm	47 x 28 x 48in 119 x 71 x 122 cm	59 x 35 x 60in 180 x 89 x 152 cm
Shipping Volume	13.9 cu ft 0.39 cu m	36.56 cu ft 1.04 cu m	71.7 cu ft 2.03 cu m

TECHNICAL DRAWINGS



TECHNICAL DRAWINGS



RDH4510B 5.25-5.85 GHz, 4-FT (1.2M),
HIGH PERFORMANCE DUAL-POL

© 2017 Cambium Networks Ltd. All rights reserved.

5.25 - 5.85 GHz High Performance Dual Pole Parabolic Reflector Antenna

[illegible]

Thousand Oaks, CA
2157 Corporate Center Dr # 4
Thousand Oaks, CA 91320-1584

Off office
On 22.08.2022/2022
E-mail: admission@maths.org.uk, 01753 601753
+44 1273 601753





Cambium
PTP 820/850

PTP 820S PTP 820C PTP 820F PTP 850C

PTP 820P PTP 820T

A single platform serving all radio transport requirements.



PUBLIC SAFETY ENTERPRISE WIRELESS CARRIER TO HELP IN REMOTE SERVICE RECOVERY

PTP 820/850 is a point-to-point, licensed microwave radio platform that integrates leading networking functionality with the industry's most advanced microwave technology, creating a highly efficient transport solution.

Supporting defined frequency bands ranging from 6 to 66 GHz, the PTP 820/850 series delivers a wide range of configurations to offer a tailored solution for any deployment scenario.

Composed of high-density, multi-technology nodes and integrated radio units, the PTP 820/850 series offers flexibility in choosing all-in-one, split-mount, and all-weather configurations. By using unique time-division multiplexing (TDM) and multiple-input multiple-output (MIMO) technology, modulation up to 4096 QAM and wide channel bandwidths ensure industry-leading throughput and spectral efficiency.

The PTP 820/850 series operates in E-band radio providing throughput up to 20 Gbps. This eliminates the need for future upgrades or major system overhauls by the network operator to deliver multi-gigabit capacity.

PTP 820/850 also offers both synchronous Ethernet (SyncE) and IEEE 1588 synchronization protocols required for 4G LTE and MPLS networks.

Operations, Administration and Maintenance (OAM) tools are available in a full suite of network and element management systems (NMS and EMS) simplify network provisioning and monitoring, reducing operator's total cost of ownership and enabling them to meet the most stringent service level agreements.

Combining technology, equipment and services, PTP 820/850 enables network operators to meet accelerating demand for capacity across all service under rapidly evolving conditions.

PTP 820/850 Product Series Highlights

- Licensed frequency bands 6-66 GHz
- Up to 4096 QAM with 10-step index and errorless Adaptive Coding & Modulation (ACM) for high reliability
- Up to 30 Gbps bandwidth supported
- Multi-gigabit radio capacity with high spectral efficiency
- TDM and/or packet, supporting legacy services and evolution to a packet
- Integrated Ethernet Switch, MPT Client Ethernet 2.0 compliant, MPLS TP ready
- Header duplication for additional capacity boost
- Intelligent service center management utilizing DCS and advanced QAM capabilities
- Carrier-grade serviceability (NMS, EMS)
- ITU-T Y.1731 performance Management - NET25
- Integrated synchronization solution (IEEE 1588/PTP 5800)
- Lowest power consumption with multiple green mode
- Low latency with unique frame cut-through for latency sensitive services
- Industry-leading system gain

LINKPlanner

LINKPlanner is a free, easy-to-use site design tool that allows network operators to easily and quickly design networks. Microsoft Windows and Linux-based Mac versions of LINKPlanner can be downloaded from Cambium Networks' support pages.

Key LINKPlanner Features:

- Design a five-miles visible wireless link
- Plan and optimize using link, multiple links simultaneously
- Perform calculations for both licensed and unlicensed products
- Automatically calculate terrain profiles and environmental factors such as rain fade
- Display a comprehensive overview of your entire point-to-point wireless network via Google Earth
- Generate reports that validate predicted performance and serve as a measuring deployment guidelines
- Create bill of material template to equipment and point-to-point networks, including accessories

About Cambium Networks

Cambium Networks is a leading global provider of wireless connectivity solutions that strengthen connections between people, places and things. Specializing in providing an end-to-end wireless fabric of reliable, scalable, secure, cloud-managed platforms that perform under demanding conditions, Cambium Networks empowers service providers and enterprises, and all third-party network operators to build new edge computing. Cambium Networks' commitment to continuous innovation in wireless access is demonstrated in the millions of radios deployed in thousands of networks that provide continuous coverage around the world. Team members also contribute to social responsibility by acting to serve the communities in which they live, headquartered outside Chicago and with R&D centers in the U.S., U.K. and India. Cambium Networks is now through a range of exciting collaboration.

www.cambiumnetworks.com



DIFFICULT WITH OBSTRUCTIONS GOOGLE EARTH NETWORK VIEW MAP OF THE SITES AND LINKS IN THE PROJECT

802.11n, 802.11ac, 802.11ad, 802.11ay, 802.11be, 802.11ax, 802.11ah, 802.11af, 802.11ai, 802.11aj, 802.11ak, 802.11al, 802.11am, 802.11an, 802.11ao, 802.11ap, 802.11aq, 802.11ar, 802.11as, 802.11at, 802.11au, 802.11av, 802.11aw, 802.11ax, 802.11ay, 802.11az, 802.11ba, 802.11bb, 802.11bc, 802.11bd, 802.11be, 802.11bf, 802.11bg, 802.11bh, 802.11bi, 802.11bj, 802.11bk, 802.11bl, 802.11bm, 802.11bn, 802.11bo, 802.11bp, 802.11bq, 802.11br, 802.11bs, 802.11bt, 802.11bu, 802.11bv, 802.11bw, 802.11bx, 802.11by, 802.11bz, 802.11ca, 802.11cb, 802.11cc, 802.11cd, 802.11ce, 802.11cf, 802.11cg, 802.11ch, 802.11ci, 802.11cj, 802.11ck, 802.11cl, 802.11cm, 802.11cn, 802.11co, 802.11cp, 802.11cq, 802.11cr, 802.11cs, 802.11ct, 802.11cu, 802.11cv, 802.11cw, 802.11cx, 802.11cy, 802.11cz, 802.11da, 802.11db, 802.11dc, 802.11dd, 802.11de, 802.11df, 802.11dg, 802.11dh, 802.11di, 802.11dj, 802.11dk, 802.11dl, 802.11dm, 802.11dn, 802.11do, 802.11dp, 802.11dq, 802.11dr, 802.11ds, 802.11dt, 802.11du, 802.11dv, 802.11dw, 802.11dx, 802.11dy, 802.11dz, 802.11ea, 802.11eb, 802.11ec, 802.11ed, 802.11ee, 802.11ef, 802.11eg, 802.11eh, 802.11ei, 802.11ej, 802.11ek, 802.11el, 802.11em, 802.11en, 802.11eo, 802.11ep, 802.11eq, 802.11er, 802.11es, 802.11et, 802.11eu, 802.11ev, 802.11ew, 802.11ex, 802.11ey, 802.11ez, 802.11fa, 802.11fb, 802.11fc, 802.11fd, 802.11fe, 802.11ff, 802.11fg, 802.11fh, 802.11fi, 802.11fj, 802.11fk, 802.11fl, 802.11fm, 802.11fn, 802.11fo, 802.11fp, 802.11fq, 802.11fr, 802.11fs, 802.11ft, 802.11fu, 802.11fv, 802.11fw, 802.11fx, 802.11fy, 802.11fz, 802.11ga, 802.11gb, 802.11gc, 802.11gd, 802.11ge, 802.11gf, 802.11gg, 802.11gh, 802.11gi, 802.11gj, 802.11gk, 802.11gl, 802.11gm, 802.11gn, 802.11go, 802.11gp, 802.11gq, 802.11gr, 802.11gs, 802.11gt, 802.11gu, 802.11gv, 802.11gw, 802.11gx, 802.11gy, 802.11gz, 802.11ha, 802.11hb, 802.11hc, 802.11hd, 802.11he, 802.11hf, 802.11hg, 802.11hh, 802.11hi, 802.11hj, 802.11hk, 802.11hl, 802.11hm, 802.11hn, 802.11ho, 802.11hp, 802.11hq, 802.11hr, 802.11hs, 802.11ht, 802.11hu, 802.11hv, 802.11hw, 802.11hx, 802.11hy, 802.11hz, 802.11ia, 802.11ib, 802.11ic, 802.11id, 802.11ie, 802.11if, 802.11ig, 802.11ih, 802.11ii, 802.11ij, 802.11ik, 802.11il, 802.11im, 802.11in, 802.11io, 802.11ip, 802.11iq, 802.11ir, 802.11is, 802.11it, 802.11iu, 802.11iv, 802.11iw, 802.11ix, 802.11iy, 802.11iz, 802.11ja, 802.11jb, 802.11jc, 802.11jd, 802.11je, 802.11jf, 802.11jg, 802.11jh, 802.11ji, 802.11jj, 802.11jk, 802.11jl, 802.11jm, 802.11jn, 802.11jo, 802.11jp, 802.11jq, 802.11jr, 802.11js, 802.11jt, 802.11ju, 802.11jv, 802.11jw, 802.11jx, 802.11jy, 802.11jz, 802.11ka, 802.11kb, 802.11kc, 802.11kd, 802.11ke, 802.11kf, 802.11kg, 802.11kh, 802.11ki, 802.11kj, 802.11kk, 802.11kl, 802.11km, 802.11kn, 802.11ko, 802.11kp, 802.11kq, 802.11kr, 802.11ks, 802.11kt, 802.11ku, 802.11kv, 802.11kw, 802.11kx, 802.11ky, 802.11kz, 802.11la, 802.11lb, 802.11lc, 802.11ld, 802.11le, 802.11lf, 802.11lg, 802.11lh, 802.11li, 802.11lj, 802.11lk, 802.11ll, 802.11lm, 802.11ln, 802.11lo, 802.11lp, 802.11lq, 802.11lr, 802.11ls, 802.11lt, 802.11lu, 802.11lv, 802.11lw, 802.11lx, 802.11ly, 802.11lz, 802.11ma, 802.11mb, 802.11mc, 802.11md, 802.11me, 802.11mf, 802.11mg, 802.11mh, 802.11mi, 802.11mj, 802.11mk, 802.11ml, 802.11mm, 802.11mn, 802.11mo, 802.11mp, 802.11mq, 802.11mr, 802.11ms, 802.11mt, 802.11mu, 802.11mv, 802.11mw, 802.11mx, 802.11my, 802.11mz, 802.11na, 802.11nb, 802.11nc, 802.11nd, 802.11ne, 802.11nf, 802.11ng, 802.11nh, 802.11ni, 802.11nj, 802.11nk, 802.11nl, 802.11nm, 802.11nn, 802.11no, 802.11np, 802.11nq, 802.11nr, 802.11ns, 802.11nt, 802.11nu, 802.11nv, 802.11nw, 802.11nx, 802.11ny, 802.11nz, 802.11oa, 802.11ob, 802.11oc, 802.11od, 802.11oe, 802.11of, 802.11og, 802.11oh, 802.11oi, 802.11oj, 802.11ok, 802.11ol, 802.11om, 802.11on, 802.11oo, 802.11op, 802.11oq, 802.11or, 802.11os, 802.11ot, 802.11ou, 802.11ov, 802.11ow, 802.11ox, 802.11oy, 802.11oz, 802.11pa, 802.11pb, 802.11pc, 802.11pd, 802.11pe, 802.11pf, 802.11pg, 802.11ph, 802.11pi, 802.11pj, 802.11pk, 802.11pl, 802.11pm, 802.11pn, 802.11po, 802.11pp, 802.11pq, 802.11pr, 802.11ps, 802.11pt, 802.11pu, 802.11pv, 802.11pw, 802.11px, 802.11py, 802.11pz, 802.11qa, 802.11qb, 802.11qc, 802.11qd, 802.11qe, 802.11qf, 802.11qg, 802.11qh, 802.11qi, 802.11qj, 802.11qk, 802.11ql, 802.11qm, 802.11qn, 802.11qo, 802.11qp, 802.11qq, 802.11qr, 802.11qs, 802.11qt, 802.11qu, 802.11qv, 802.11qw, 802.11qx, 802.11qy, 802.11qz, 802.11ra, 802.11rb, 802.11rc, 802.11rd, 802.11re, 802.11rf, 802.11rg, 802.11rh, 802.11ri, 802.11rj, 802.11rk, 802.11rl, 802.11rm, 802.11rn, 802.11ro, 802.11rp, 802.11rq, 802.11rr, 802.11rs, 802.11rt, 802.11ru, 802.11rv, 802.11rw, 802.11rx, 802.11ry, 802.11rz, 802.11sa, 802.11sb, 802.11sc, 802.11sd, 802.11se, 802.11sf, 802.11sg, 802.11sh, 802.11si, 802.11sj, 802.11sk, 802.11sl, 802.11sm, 802.11sn, 802.11so, 802.11sp, 802.11sq, 802.11sr, 802.11ss, 802.11st, 802.11su, 802.11sv, 802.11sw, 802.11sx, 802.11sy, 802.11sz, 802.11ta, 802.11tb, 802.11tc, 802.11td, 802.11te, 802.11tf, 802.11tg, 802.11th, 802.11ti, 802.11tj, 802.11tk, 802.11tl, 802.11tm, 802.11tn, 802.11to, 802.11tp, 802.11tq, 802.11tr, 802.11ts, 802.11tt, 802.11tu, 802.11tv, 802.11tw, 802.11tx, 802.11ty, 802.11tz, 802.11ua, 802.11ub, 802.11uc, 802.11ud, 802.11ue, 802.11uf, 802.11ug, 802.11uh, 802.11ui, 802.11uj, 802.11uk, 802.11ul, 802.11um, 802.11un, 802.11uo, 802.11up, 802.11uq, 802.11ur, 802.11us, 802.11ut, 802.11uu, 802.11uv, 802.11uw, 802.11ux, 802.11uy, 802.11uz, 802.11va, 802.11vb, 802.11vc, 802.11vd, 802.11ve, 802.11vf, 802.11vg, 802.11vh, 802.11vi, 802.11vj, 802.11vk, 802.11vl, 802.11vm, 802.11vn, 802.11vo, 802.11vp, 802.11vq, 802.11vr, 802.11vs, 802.11vt, 802.11vu, 802.11vv, 802.11vw, 802.11vx, 802.11vy, 802.11vz, 802.11wa, 802.11wb, 802.11wc, 802.11wd, 802.11we, 802.11wf, 802.11wg, 802.11wh, 802.11wi, 802.11wj, 802.11wk, 802.11wl, 802.11wm, 802.11wn, 802.11wo, 802.11wp, 802.11wq, 802.11wr, 802.11ws, 802.11wt, 802.11wu, 802.11wv, 802.11ww, 802.11wx, 802.11wy, 802.11wz, 802.11xa, 802.11xb, 802.11xc, 802.11xd, 802.11xe, 802.11xf, 802.11xg, 802.11xh, 802.11xi, 802.11xj, 802.11xk, 802.11xl, 802.11xm, 802.11xn, 802.11xo, 802.11xp, 802.11xq, 802.11xr, 802.11xs, 802.11xt, 802.11xu, 802.11xv, 802.11xw, 802.11xx, 802.11xy, 802.11xz, 802.11ya, 802.11yb, 802.11yc, 802.11yd, 802.11ye, 802.11yf, 802.11yg, 802.11yh, 802.11yi, 802.11yj, 802.11yk, 802.11yl, 802.11ym, 802.11yn, 802.11yo, 802.11yp, 802.11yq, 802.11yr, 802.11ys, 802.11yt, 802.11yu, 802.11yv, 802.11yw, 802.11yx, 802.11yy, 802.11yz, 802.11za, 802.11zb, 802.11zc, 802.11zd, 802.11ze, 802.11zf, 802.11zg, 802.11zh, 802.11zi, 802.11zj, 802.11zk, 802.11zl, 802.11zm, 802.11zn, 802.11zo, 802.11zp, 802.11zq, 802.11zr, 802.11zs, 802.11zt, 802.11zu, 802.11zv, 802.11zw, 802.11zx, 802.11zy, 802.11zz



Queensland Treasury

SARA reference: 2008-18293 SRA
 Council reference: FM:MM Doc: 527736
 Applicant reference: 067-B002

3 September 2020

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

Attention: Mrs Fiona Macleod

Dear Mrs Macleod

SARA response—Dirranbandi Hebel Road, Dirranbandi

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

The development application described below was confirmed as properly referred by the State Assessment and Referral Agency (SARA) on 17 August 2020.

Response

Outcome:	Referral agency response - No requirements Under section 56(1)(a) of the <i>Planning Act 2016</i> , SARA advises it has no requirements relating to the application.
Date of response:	3 September 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 Telecommunications Facility
SARA role:	Referral Agency.	
SARA trigger:	Schedule 10, Part 9, Division 4, Subdivision 2, Table 4, Item 1 (10.9.4.2.4.1)—Material change of use of premises near a state transport corridor or that is a future state transport corridor (Planning Regulation 2017)	
SARA reference:	2008-18293 SRA	
Assessment Manager:	Balonne Shire Council	

Street address: Dirranbandi Hebel Road, Dirranbandi
Real property description: Lot 5 on SP294964
Applicant name: Field Solutions Group
Applicant contact details: C/- Out of the Woods Planning
14 Cobbold Lane
Maroochydore QLD 4558
wendy@outofthewoodsplanning.com.au

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) 4616 7302 or via email ToowoombaSARA@dsdmip.qld.gov.au who will be pleased to assist.

Yours sincerely



Darren Cooper
Manager - DDSW (Planning)

cc Field Solutions Group, C/- Out of the Woods Planning, wendy@outofthewoodsplanning.com.au
enc Attachment 1 - Advice to the applicant
Attachment 2 - Reasons for referral agency response
Attachment 3 - Representations about a referral agency response

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 SARA's decision are:

The development complies with *State code 1: Development in a state-controlled road environment* of the SDAP. Specifically, the development:

- does not create a safety hazard for users of a state-controlled road
- does not result in a worsening of the physical condition or operating performance of state-controlled roads and the surrounding road network
- ensure the road works on, or associated with, the state-controlled road network are undertaken in accordance with applicable standards
- does not compromise the state's ability to maintain and operate state-controlled roads, or significantly increase the cost to maintain and operate state-controlled roads.

Material used in the assessment of the application:

- The development application material and submitted plans
- *Planning Act 2016*
- Planning Regulation 2017
- The SDAP (version 2.6)
- The Development Assessment Rules
- SARA DA Mapping system

Attachment 3—Representations about a referral agency response

(page left intentionally blank)

OFFICER REPORT

TO: Council

SUBJECT: Proposed Site - Telecommunications Facility - Dirranbandi

DATE: 07.09.20

AGENDA REF: ERS9

AUTHOR: Digby Whyte - Director Environment & Regulatory Services

Sub-Heading

Proposed Site – Telecommunications Facility – Dirranbandi, by the Director Environment and Regulatory Services.

Executive Summary

Council is considering a number of development applications for telecommunications tower facilities that will deliver high speed business grade internet connectivity to rural areas. The remaining area requiring a telecommunications tower site is Dirranbandi.

Suitable sites in Dirranbandi have been limited due to the need to avoid flooding, environmental protection, native title, and other aspects. A suitable site has been determined at the rear NE corner of the Dirranbandi Showgrounds.

This report seeks Council approval to further investigate the tower location at the Showgrounds and therefore apply to the Department of Natural Resources Mines and Energy [SLAM Roma] to have this site considered as a telecommunication facility site for the Balonne Digital Connectivity Project with Field Solutions Group.

Background

The backbone stages of the Balonne Shire Council's Balonne Digital Connectivity Project will deliver high-speed business grade internet connectivity to rural areas. The project involves the development of total of 12 points of presence including new towers and asset-re-use locations to create the digital network. The project is made possible with a total of \$2M of grant funding comprising of a \$1 million grant from the State Government Building our Regions Round 4 (BOR4) program, and, a \$1 million grant from the Commonwealth Government Murray Darling Basin Economic Development Program (MDBEDP).

Field Solutions Group is the project delivery partner. Field Solutions group have approached Council to assist with a suitable site at Dirranbandi to build a key network tower of 45m in height, as there are limited options available.

Dirranbandi has a population of less than 700 people and is located in a flood-prone agricultural area. Digital connectivity is also demand for agricultural primary production business operations and for water telemetry and

monitoring. High-speed fixed wireless is also required for one of Council's new projects, the Country Universities Centre (CUC) mini hub to be set up in the Dirranbandi Rural Transaction Centre in Semester 1 2021.

Dirranbandi Showgrounds is considered one of the few sites that meet the site requirements:

1. The site needs to be close to town to ensure the largest number of residents and businesses have access; and for optimum network design for the entire project, including connection to other towers in the network
2. The site needs to be inside the levy bank to protect from flooding.
3. The site needs to be outside of any regulated vegetation locations.
4. The site needs to have access to power
5. Given the timeline for achieving the project the site needs to minimise other aspects such as native title.
6. Note the costs to co-locate onto another telco's existing tower is more expensive.

Council initially researched the use of the Dirranbandi Landfill (issued as freehold by the State for which Council has Deed of Grant in Trust for 'Sanitary Use') this has now been ruled out due to the following reasons:

1. The Dirranbandi Landfill site was located on virgin land (as preferred rather than unsettled landfill site(s)) triggering additional approval from the State Assessment and Referral Agency (SARA).
2. The second location on non-virgin land is on landfill soil with possible asbestos in the sub-soil due to the historic nature of the site.
3. Native Title Claim is proposed, and this could rule out the site and will add up to a month to seek approval by claimants.

Council then researched the use of the Dirranbandi Showgrounds located on Lot 1 RP100720 – Dirranbandi Showgrounds, Jane Street Dirranbandi, Qld.

Council is the registered owner of the Land, in fee simple, pursuant to a deed of grant in trust from the State in 1963 with the purpose described as 'For racecourse, showground and sports ground purposes and for no other purposes whatsoever.' However, DNRME advise there are situations where the establishment and/or maintenance of telecommunications facilities on trust land is required to directly service or provide enhanced telecommunications coverage or local network capacity to the surrounding community. That is exceptions may be made where a direct public benefit to the surrounding community can be demonstrated. A telecommunication tower is for example, located in the Roma (Qld) Showgrounds.

Legal advice is that as the Land was granted in freehold in 1963, it is reasonable to presume that native title is likely to be extinguished. In relation to CASA and the nearby airfield, the telco tower is considered to be a Code Assessable planning matter.

Figure 1 Shows the proposed tower site at the NE corner of the Showgrounds.

1 x 45 m telecommunications tower

4 panels mounted at 43m and 2 parabolic reflectors at 40m

1 x equipment shelter up to (3m Length x 2.438m Width x 2.178m Height) on concrete piers

25m x 25m final fenced area (50m x 50m construction area)

Contained in a 2.4m high compound fence with security system.

An access drive is yet to be costed with 1-2 visits pa for maintenance anticipated.



Field Solutions are willing to work with Council to create an access at Jane St by upgrading it to an all-weather road (subject to final costs). The length of the access road is approximately 350m from Jane Street boundary fence [at -28o 34.868' S and 148o 14.000' E] to the proposed tower site at 28.580990°, 148.231974°

Link to Corporate Plan

Key Foundation Area	Key Program Area
<u>Infrastructure and Planning</u>	Digital connectivity for business and industry growth and social connectedness

Consultation (internal/external)

- 4.1. Frank Deshon, Dirranbandi Pastoral and Agricultural Association President (onsite).
- 4.2. Fiona MacLeod, BSC Planner
- 4.2. BSC Infrastructure Services,
- 4.3. CASA
- 4.4. Out of the Woods Planning (FSG)

Legal Implications

Legal advice received re any Native Title

Risk Implications

Nil.

Policy Implications

In line with Corporate Plan

Financial and Resource Implications

Planning approval and construction of the tower is funded through grant monies.

Options or Alternatives

The Dirranbandi landfill was initially considered but was problematic in terms of ecological overlays, purpose, Native Title and presence of asbestos.

Attachments

Nil

Recommendation/s

That Council resolves to further investigate the tower location at the Showgrounds to apply to the Department of Natural Resources Mines and Energy [SLAM Roma] for this site to be considered for a telecommunication facility for the Balonne Digital Connectivity Project with Field Solutions Group.

Digby Whyte

Director Environment & Regulatory Services

CONFIDENTIAL ITEMS

INFORMATION REPORTS

(IOCEO) OFFICE OF THE CEO

ITEM	TITLE	SUB HEADING	PAGE
IOCEO1	<u>MONTHLY REPORT COMMUNITY AND LIBRARY SERVICES</u>	August Monthly Report for Communities and Libraries	442
IOCEO2	<u>TOURISM SERVICES MONTHLY REPORT</u>	Balonne Shire Tourism Report for August 2020 as supplied by the Manager Tourism.	452
IOCEO3	<u>COMMUNICATIONS AND MEDIA MONTHLY REPORT</u>	Monthly report for Media and Communications – 08 August to 04 September 2020	462
IOCEO4	<u>ECONOMIC DEVELOPMENT REPORT - AUGUST 2020</u>	Economic Development Update August 2020	465

OFFICER REPORT

TO: Council

SUBJECT: Monthly Report Community and Library Services

DATE: 04.09.20

AGENDA REF: IOCEO1

AUTHOR: Dani Kinnear - Community Development Officer

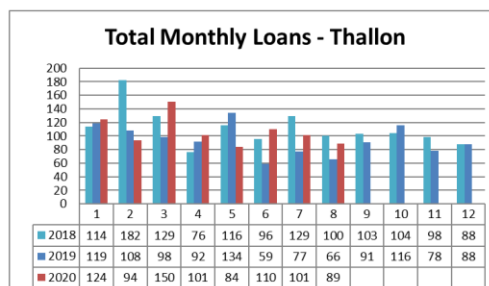
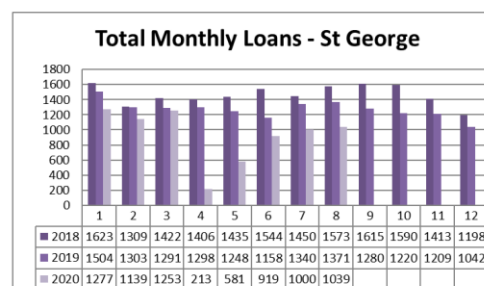
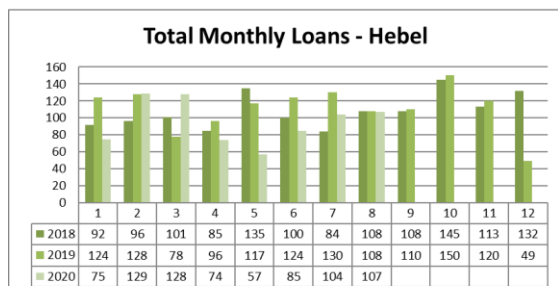
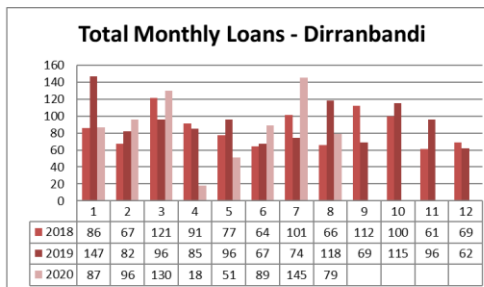
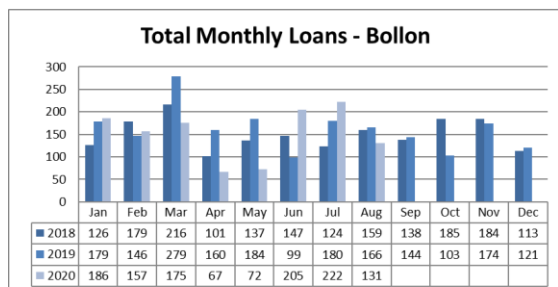
Sub-Heading

August Monthly Report for Communities and Libraries

Community and Libraries

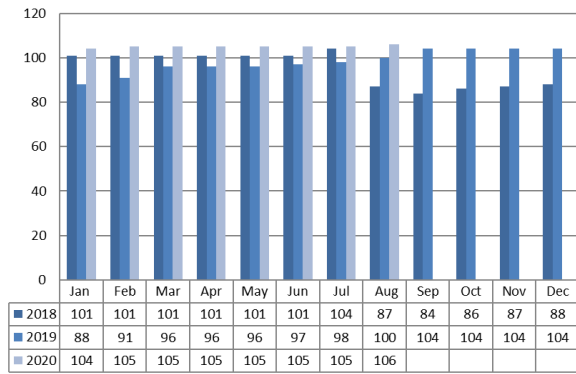
Library Services

Total Monthly loans

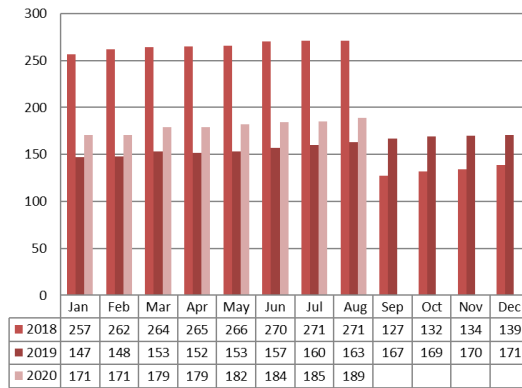


Total Monthly Membership

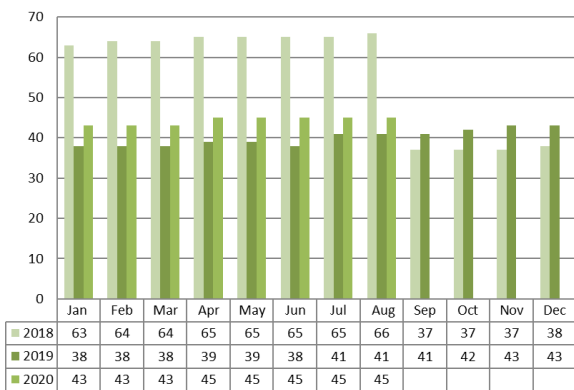
Bollon Library Member Numbers



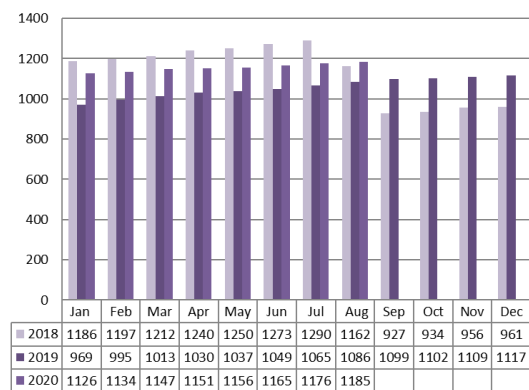
Dirranabandi Library Member Numbers



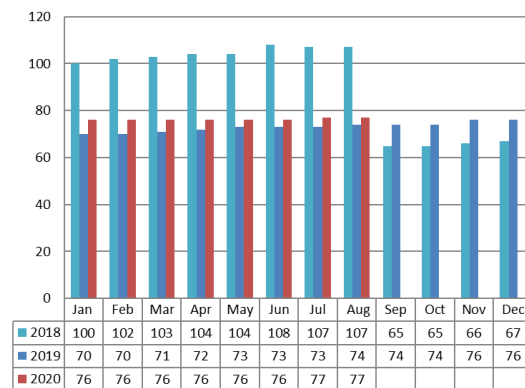
Hebel Library Member Numbers



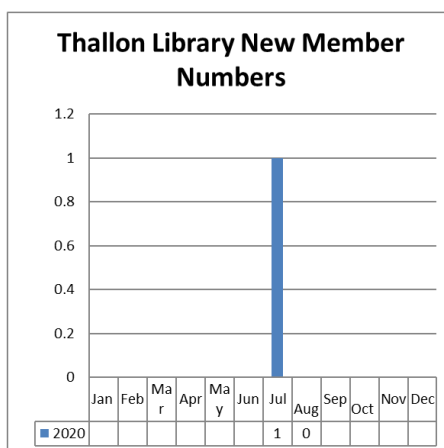
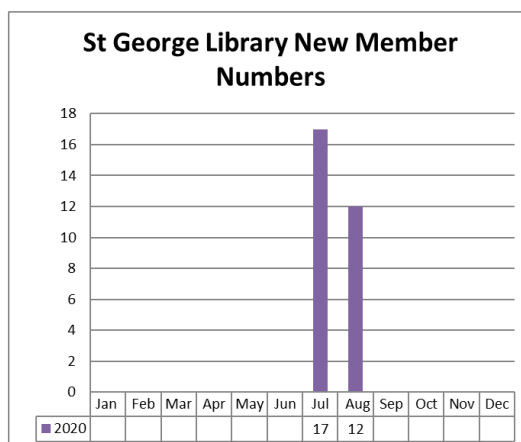
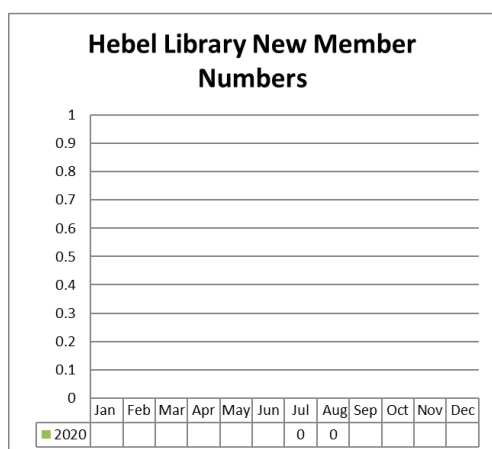
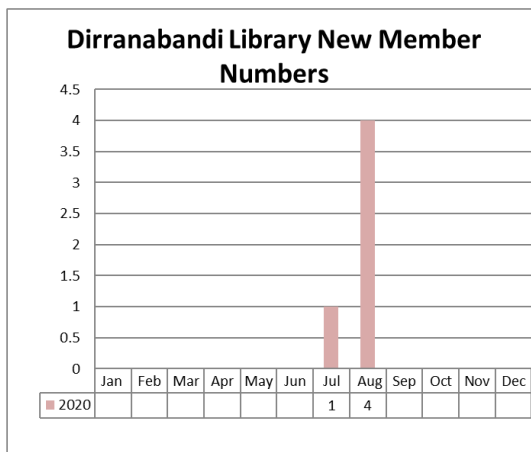
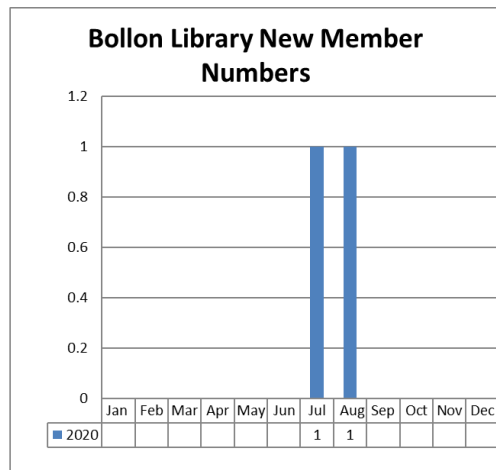
St George Library Member Numbers



Thallon Library Member Numbers



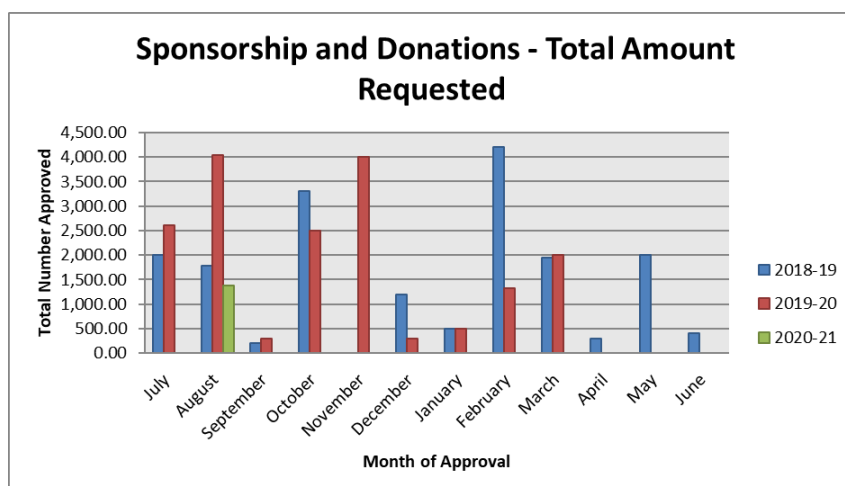
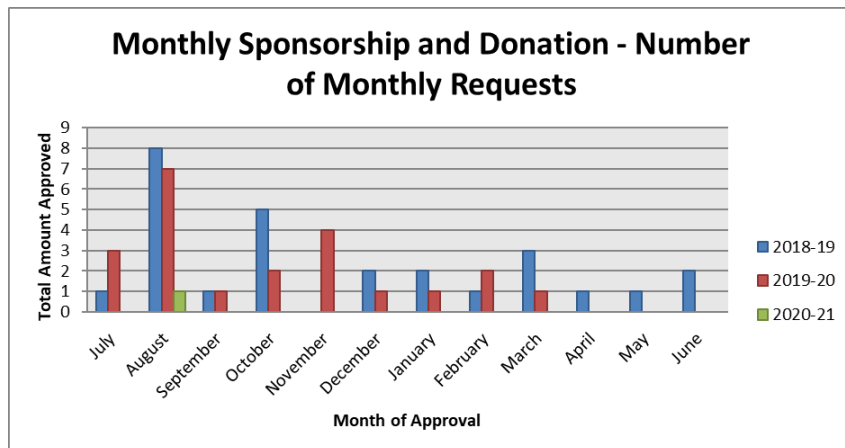
Monthly New Members



Community Grants and Assistance

Council had 1 traffic management sponsorship request from South West School Sport for the South West School Sport Triathlon trials to be held in St George totalling \$1,370.60

As of 31 August 2020, Council has approved 1 application for assistance through the 2020/21 Community Grants and Assistance program, totalling **\$1,370.60** for 2020/21. This compares with 10 applications with a total value of \$6,650 in 2019/20.



Community Meetings

1. Dirranbandi and Hebel Showgrounds User Groups Meeting – August
2. Community Education Forum (CEF) Minutes - August 2020

Attachments

1. Dirranbandi and Hebel Showgrounds User Groups meeting - August 2020 [📄](#)
2. CEF Minutes - August 2020 [📄](#)

Matthew Magin
Chief Executive Officer



Dirranbandi and Hebel Showground Users

8.30AM, Tuesday 18th August 2020
Dirranbandi Showground Luncheon Pavilion

Attendees: Bill Winks (Chair), Ian Todd (BSC), Mathew Magin(BSC), Jorja McDonnell (BSC), Andrew Boardman(BSC), Jonathan Burrell, Douglas Crothers, Lorraine Crothers, Belinda Perkins, Paul Langley, Dani Kinnear(BSC)

Apologies: Tiffany Kajewski, Samantha O'Toole, Tom Perkins, and Pat Cross
Johnathan Burrell moved Ian Todd seconded

Meeting Opening: The meeting opened at 8.38am.

Minutes of Previous Meeting (11th December)

The minutes of the previous meeting were deemed to be true and correct.
Moved: Lorraine Crothers Seconded: Ian Todd

Business Arising from the Minutes

- Electricity Masterplan was completed in June and once reviewed by Andrew at BSC it will then be sent to the Dirranbandi Showgrounds User Group for feedback
- Works for Stage 1 of the watering system and irrigation masterplan has been complete. Andrew boardman will review and amend the masterplan to now include the works completed. Ian Todd apologized on behalf of BSC regarding the moving of the water tank without community consultation.
- The Electricity masterplan includes the new campdraft masterplan areas.
- Community development and grant program

Priority	Description	Comments/actions	Costings (excl GST)
1	Shed Extension	<ul style="list-style-type: none"> Once grant is signed off, Andrew boardman to engage with contractor. 	\$19,445.19
2	Horse Stalls	<ul style="list-style-type: none"> Dani to talk with work camp and advocate for specific workers e.g. carpenter and welder. Dani to engage with Workcamp to install the horse stalls. Tiffany Kajewski to ask for variance if work camp was unable to complete works due to being sent 	\$25,917.87

		back to Palen creek because of COVID <ul style="list-style-type: none"> Once grant is signed, Andrew Boardman to engage with Supplier Andrew Boardman to make sure flooring is added to quote 	
3	Mushrooms and Horse Stall Lighting	<ul style="list-style-type: none"> To be connected to Generator Once grant is signed, Andrew Boardman to engage with Contractor 	\$16,520
4	Light at the Front gate	<ul style="list-style-type: none"> Andrew Boardman to get quote If funding permits Andrew Boardman to engage with contractor 	

- Watering system upgrade**

- Due to budget the stage one was not fully complete.
- Andrew Boardman to send out revised stage 2 for the irrigation masterplan to Dirranbandi Showgrounds User group for feedback

Requests and prioritizations

- Hebel**

Budget Requests	Comments	Actions
Shed over Toilet block	Completed	
Canteen	<ul style="list-style-type: none"> Canteen is being eaten by white ants so is falling down and cannot be locked Community consultation as to design etc. 	<ul style="list-style-type: none"> Replace canteen with shed similar to Bollon – Andrew boardman to look at designs and costing from Bollon Paul Langley and Tiffany Kajewski to look for external grants
Yards to be complete	<ul style="list-style-type: none"> 12 gates and 30 panels are needed to complete the yards 	<ul style="list-style-type: none"> Paul Langley to send through details to BSC
Rainwater tank on the big Shed		<ul style="list-style-type: none"> Paul Langley to send through details to BSC
Shade Cover		

- Dirranbandi

Budget request	Comments	Actions
Campdraft viewing area at polocrosse shed	The Viewing area mound at the polocrosse shed has pushed the campdraft arena fence over	<ul style="list-style-type: none"> • Council and User groups to discuss plans for new area • Andrew Boardman to investigate issue and pricing to fix
Implement Stage 2 of Irrigation masterplan		<ul style="list-style-type: none"> • Andrew Boardman to send through revised Irrigation masterplan to user groups • Will be discussed at meeting in October
Additional Permanent seating around showgrounds		<ul style="list-style-type: none"> • Lorraine Crothers to submit a drawing to Council
Outside catering area		<ul style="list-style-type: none"> • Lorraine Crothers to submit a drawing to Council

General Business

- A draft term of reference is to be drawn up and distributed before the next meeting. This should include representatives from each community group. It should also include meeting dates to be set in October and March.
- All maintenance requests should be ongoing and registered through Council, rather than wait for User group meetings.
- Kitchen Upgrade is great, Thank you Council

Additional Actions	Due by
<ul style="list-style-type: none"> • Andrew Boardman to send through electricity and Irrigation masterplans to all user groups 	Friday
<ul style="list-style-type: none"> • Dani to Draw up and distribute Terms of reference 	Next meeting

Meeting Closure: The meeting closed at 9.56am
Next meeting October



St George Community Education Forum MINUTES



Date: 03 August 2020

Time: 3:30pm

Venue: St George State School

Welcome: Chair Ronnie Kostaschuk		Secretariat TBC for 2020
Attendees:		
St George SS: Ronnie Kostaschuk, Glenda Moloney, Anthony Hart, Luke Todd, Sam Carton, Alison Fisher, Madison Dohle, Tasman Timms, Emily Goody, Liz Sanford, Shirley Hiles,		
St George SHS: York McFadzean; Joy Weatherall,		
St Pats: Brendan Redinger; Nicole McCosker, Jen Street,		
Aboriginal Housing: Chris Lamb, Nerissa Webster, Chris (?) (youth justice coordinator)		
Goolburri: Cheryl Lang, Leah Lang,		
Lifeline: Jasmine Clevin, Shoney Waters (?)		
NCC: Chrissy Southward;		
Apologies:		
Care Balonne: Cait Fitzpatrick and Sarah Southern;		
St George SS: Laura Pittman; Ellen Iandolo; Jaimee Heiser; P&C President: Alex Benn;		
Minutes of previous meeting – Accepted: Seconded:		
Action Item		
	Agenda Items	
1.	Not a formal meeting – Launch of Community Education Forum in 2020 – after Covid BBQ supplied by St George SS – Anthony Hart to cook and serve.	
	General Business	
	Meet and Greet: Each agency introduced staff and spoke about their role in supporting families in St George	
2.	Chris Lamb reviewed NAIDOC week preparations that were discussed at the Murri Service Providers Meeting on 22 July. Schools topic – Wellbeing Framework. St Pats bought hard copies to share. St George SS and St George SHS to provide to agencies later in the week. Digital copies to be emailed with minutes.	



	<p>Principal email addressed: Use this address in future correspondence – will always get to the principal no matter the name or change of principal over time:</p> <p>St George SS – principal@stgeorgess.eq.edu.au</p> <p>St George SHS – principal@stgeorgeshs.eq.edu.au</p> <p>St Pats Catholic: stgeorge@twb.catholic.edu.au</p>
3.	<p>Next Meeting Date: 31/08/2020 – St Pat's Hosting in the main hall – start time 3:15pm</p> <p>Agenda:</p> <p>What schools topics would the agencies like to learn about so you can share with your families</p> <p>Suggestions could be:</p> <p>Wellbeing Framework – unpack and articulate impact for families</p> <p>Teaching and Learning – National Curriculum; Whole School Curriculum Plan</p> <p>Teaching and Learning – how do you teach...? (topic)</p> <p>Teaching and Learning – Learning Intentions and Success Criteria</p> <p>Attendance Policy</p> <p>Behaviour Management Policy</p> <p>Enrolment Policy</p> <p>Indigenous English as an Additional Language or Dialect</p> <p>Other???</p>

Meeting closed: 5:00pm

OFFICER REPORT

TO: Council

SUBJECT: Tourism Services Monthly Report

DATE: 04.09.20

AGENDA REF: IOCEO2

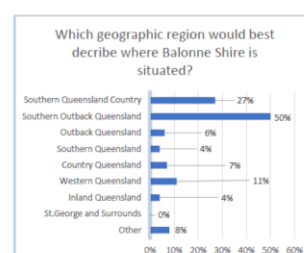
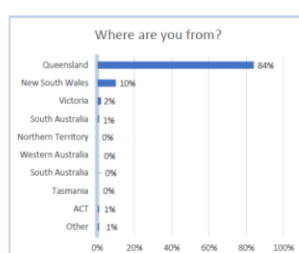
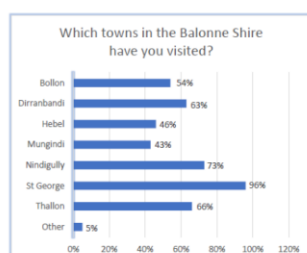
AUTHOR: Kim Wildman - Tourism Manager

Balonne Shire Tourism Report – August 2020

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

Tourism Projects & Activities

- Work has continued on the development of 2 new trails: The Balonne Shire Pub Trail and a St George Tree Trail.
- The Business Mentoring Project focusing on social media has continued with mentoring sessions held every fortnight. The focus now is having a new Instagram account for Tourism up and running by the end of September.
- The Cotton Farm/Vineyard Tour and Birdwatching tours having been operating this month. The demand for the Cotton Farm/Vineyard Tour has been so popular, up to 3 tours per week have been held. A total of 185 people attended the Cotton/Vineyard Tour this month.
- Consultant, Krista Hauritz, presented a workshop with Councillors on the new Branding Strategy for the Shire with results guided by feedback consumers provided through a Branding Survey conducted through Survey Monkey. The survey identified that visitors to the Shire did not recognise the Shire's name, Balonne Shire. St George was the most recognisable town name in the Shire. The overwhelming majority of consumers also placed the Balonne Shire in Southern Outback Queensland. The final Strategy will be presented at the September Council meeting.



- Information went out via a Press Release, Social Media and Radio encouraging local event organisers submit applications for the next round of the Tourism Events Grant. Funding is available across three categories – Regional Events (up to \$2000), Destination Events (up to \$3000) and Major Events (up to \$6000) – for pre-existing Shire events with an one-off funding of up to \$2000 for the development of new tourism events.



Marketing & Promotions

St George & Surrounds Facebook page

- Currently a total of 2651 followers (an increase of 99 followers) with 2436 likes (increase of 89 likes)
Most popular posts for August –
- Road trip around Thallon with Kylie Minogue and the Tourism Team saw 18.7k reach, 1.5k post clicks, 322 reactions/comments and shares



St George and Surrounds

Published by Kim Wildman [?] · August 24 · 🌐

...

We've had a busy day spinning around the Shire today with Kylie. Thallon's awe-inspiring silo art is a must see when travelling the Balonne Shire, and Kylie could not resist the opportunity to pose in front of the stunning mural, painted by artists Travis Vinson [known as Drapl] and Joel Fergie [The Zookeeper].

Our tourism team also introduced her to William the Wombat - Thallon's monument to the marvellous marsupials – and stopped in for a hearty meal at the Francis Hotel, a... [See More](#)



St George and Surrounds

Tourist Information Center

[Send Message](#)

- Sightseeing around Hebel with Kylie and Tourism Team saw 17.9k reach, 1.2k post clicks, 143 reactions/comments and shares.



St George and Surrounds

Published by Kim Wildman [?] · 5d ·

Oh Kylie, you really are "Stepping Back in Time" with your choice of road trip vehicle! We're not sure you will get too far from Hebel though 😊

The quirky Hebel Hotel is the heart of the Balonne Shire's second border town, which serves as a base for visitors headed to nearby Culgoa National Park.

There's plenty of space to park the caravan, which makes Hebel an ideal place to stop and stretch your legs while on the road.... [See More](#)



St George and Surrounds

Tourist Information Center

[Send Message](#)

Welcome To Our Place Campaign

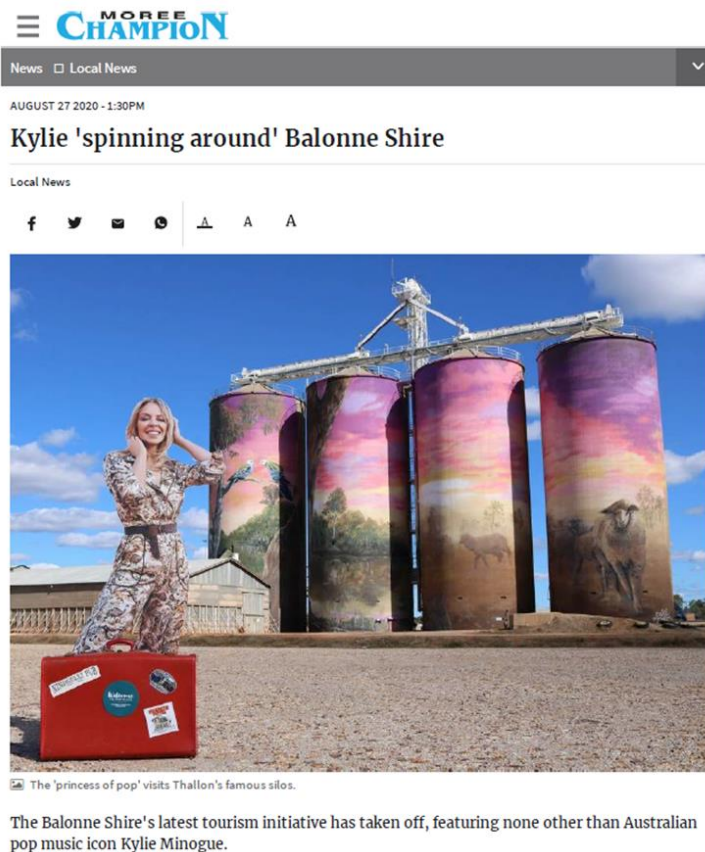
Along with the continuation of the "Welcome To Our Place" postcard invitation and coffee cup stickers which have been made available to businesses, our latest tourism initiative featured none other than Australian pop music icon Kylie Minogue. It follows on from the region's viral 'Matesong' earlier this year – a parody of Kylie's song promoting Australian tourism – which was a hit with the songstress; she tweeted her love for the video, and we even extended an invitation for her to visit the Balonne Shire. While COVID-19 has put restrictions on travel both interstate and internationally, our Tourism Team have taken Kylie on a virtual tour of the Balonne Shire, giving her (and other future visitors) a taste of what our region has to offer once she can finally accept our invitation.



Also in August the Welcome Mate Tourism Marketing program was up for an award at the recent LGMA Awards for Excellence. Sadly we didn't win, but it demonstrated what can be done when the community and Council work together collaboratively to promote our Shire. Certainly something all involved should be proud of.

Press Coverage

- A social media release went out regarding Kylie's "Spinning Around" the Balonne Shire road trip with a number of publications picking up the story including The Chronicle, Goondiwindi Argus and Moree Champion. The Manager Tourism also did a radio interview with David Iliffe on ABC Southern.



Reviews

Tripadvisor



GrandTour800553 wrote a review Aug. 2020

7 contributions



Cotton farm and vineyard tour

My husband and I were recommended the cotton farm and vineyard tour by the lovely lady at the information centre. It was fantastic, very informative and our tour guide and driver and cotton farmer Snow was just a wealth of knowledge with a great sense of humour. Onto the vineyard Riverside wine's for tasting, lovely lunch and a tour around the vineyard. So glad to get on this tour

[Read less](#) ▲

Date of experience: August 2020



Dianne C wrote a review Aug. 2020

4 contributions • 2 helpful votes



Fabulous Cotton Farm and Vineyard Tour

A must do when in St George. We were picked up from our motel by a wonderful character "Snow" (a local cotton grower) and taken on a really informative and interesting tour of his Cotton Farm. Then driven to Riversands Winery greeted by the owner David (another likeable character) who gave a very comprehensive commentary whilst we were driven around the vineyard. Lovely lunch and wine tasting included in the tour. Approx 4 hours. Thoroughly enjoyed our day. Really recommend this tour. 🍷🍷🍷

[Read less](#) ▲

Date of experience: August 2020



Angie J wrote a review Aug. 2020

2 contributions • 1 helpful vote



Wine & cotton

Great community! Did the winery and cotton growers tour. Very interesting and informative. Hats off to all for not only the hospitality but also the community spirit in promoting their great town.

[Read less](#) ▲

Date of experience: August 2020



SharonW_Travels wrote a review Aug. 2020
Warwick, Australia • 8 contributions



Lots of info and souvenirs available

Very friendly and informative ladies working the morning we dropped in to get some local info. Set up for COVID Safe practices.

[Read less](#) ▲

Date of experience: August 2020



Keith G wrote a review Aug. 2020
9 contributions • 1 helpful vote



An Excellent Experience

We visited the information centre on 3rd August and got some very helpful information from the lady attendant. On her advice, we booked the combined cotton farm and vineyard tour for the following day. At \$50.00 per person, this tour was a knockout. Conducted by volunteer cotton farmers, who use the proceeds to raise money for local charities.

The tour started at 10:00 and took us by mini bus to a local farm where the process of cotton growing and harvesting was explained with practical examples provided by working farm machinery. The system of irrigation is amazing as are the laser levelled paddocks.

Next we were taken to the Riversands Winery where the proprietor gave an excellent tour of his table and wine grape enterprise, followed by tasting in the garden and lunch.

We were collected from our motel and delivered back there.

In all, a tour of over 4 hours for \$50.00 is a real bargain and not to be missed.

[Read less](#) ▲

Date of experience: August 2020

Google My Business



Stephen Warner
★★★★★ 5 days ago

Friendly staff who happily arranged the booking for our Cotton and vineyard tour, and then provided further information for st George



Dave Williams
★★★★★ 3 weeks ago

Friendly people



Laurie Brooks
★★★★★ 3 weeks ago

Staff

Tourism Organisation Representation

Southern Queensland Country Tourism (SQCT)

- An official letter from the Mayor went to the CEO of SQCT, Mr Peter Homan, informing him of Council's intention to realign the region's tourism partnership with OQTA.
- The information and newsletters have been forwarded out to our Operators for their information.

Outback Queensland Tourism Association (OQTA)

- An official letter from the Mayor went to the CEO of OQTA, Ms Denise Brown, informing her of Council's intention to realign the region's tourism partnership with OQTA.
- Ms Brown tabled the letter at the Board Meeting in late August.

Adventure Way Promotions Group

- The Adventure Way meeting was held on 14 July. The next meeting is scheduled for 8 September 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 5 August
- Tourism Team Catch-Up meeting held on 25 August
- Drive Inland Promotions Association Working Group meeting held 27 August
- The next Balonne Shire Tourism Network meeting is scheduled for 16 September
- The next Balonne Shire Tourism Network meeting is scheduled for September 2020.

Volunteer Projects & Activities

- Not all Volunteers have returned to the VIC. Those that have totalled 48.5 hours worked for August.

Shire Tourism Statistics – May 2020

St George Visitor Information Centre

There were 1391 visitors recorded for August through the Visitor Information Centre (VIC) in St George. This is a decrease of 382 visitors compared to August 2019 where the total was 1773 visitors.

- | | |
|--------------------------------|-----|
| • Local Shire | 116 |
| • New South Wales | 276 |
| • Victoria | 54 |
| • Queensland | 898 |
| • South Australia | 32 |
| • Northern Territory | 0 |
| • Australian Capital Territory | 4 |
| • Western Australia | 4 |
| • Tasmania | 1 |
| • Overseas/International | 6 |

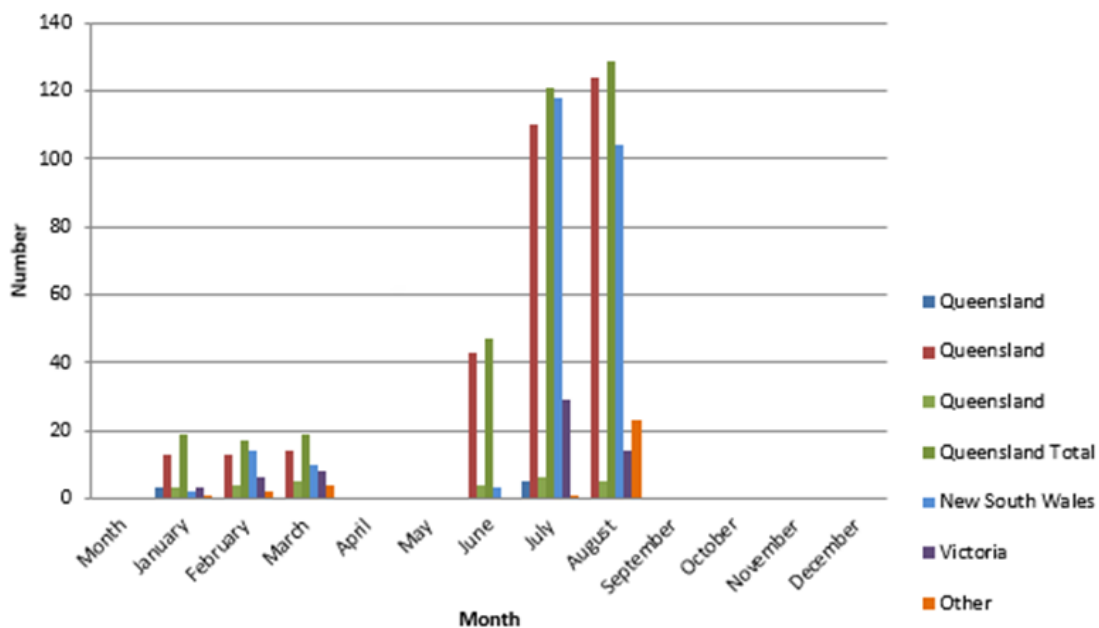
The VIC also received 86 tourism related phone enquiries, 4 Information Packs were sent out and 23 email/internet tourism related enquiries were made during August.

Visitor Numbers through Balonne Shire Visitor Information Centre

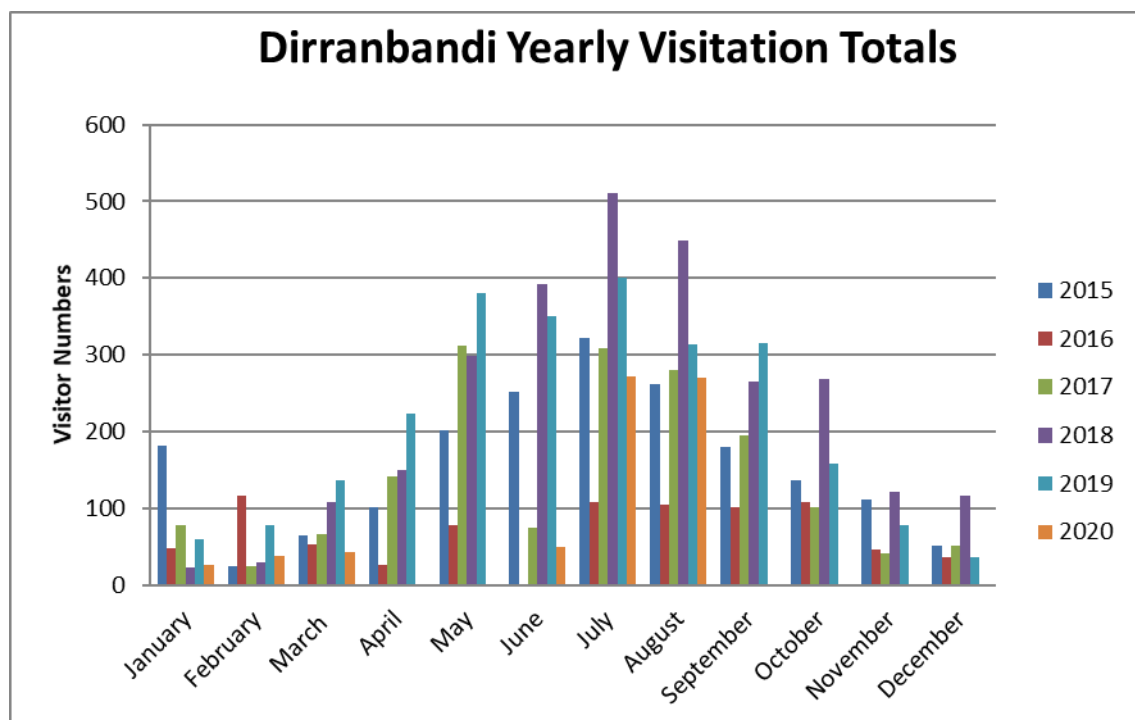
Dirranbandi RTC

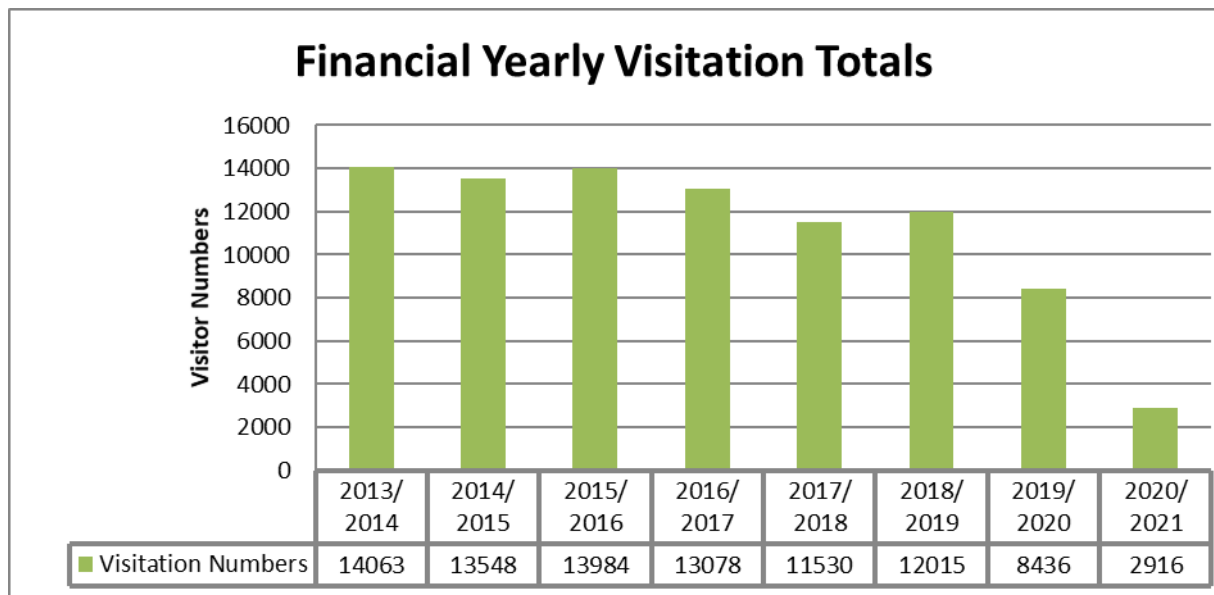
There were 270 visitors recorded for August 2020 through the Dirranbandi Rural Transaction Centre (RTC). This is a decrease of 43 visitors compared to August 2019.

Dirranbandi Visitors 2020



Dirranbandi Yearly Visitation Totals





Attachments

Nil

Matthew Magin
Chief Executive Officer

OFFICER REPORT

TO: Council

SUBJECT: **Communications and Media Monthly Report**

DATE: 04.09.20

AGENDA REF: IOCEO3

AUTHOR: Nigel Tapp - Corporate Communications Coordinator

Sub-Heading

Monthly report for Media and Communications – 08 August to 04 September 2020

Executive Summary

Communications Monthly Report for the period 08 August to 04 September 2020

Media Releases	<ul style="list-style-type: none"> - Tourism Events, 6 August - LDMG Border Control, 7 August - DrumMuster reaches 300,000th container in Balonne, 7 August - BSC Border Zone, 19 August - Council Update, 21 August - Balonne Shire Drives Internet connectivity in the bush, 21 August - Balonne secures federal grants worth more than \$1 million, 21 August - Local farmers encouraged to apply for Federal Government's smart farms grants, 25 August - Tourism campaign, 26 August - Council extends rate discount period, 28 August - Cultural burn workshop, 2 September - Border Zone change needed to support Mungindi, 3 September.
Media Monitoring	<p>During the reporting period Council had the following media stories published in newspapers/trade publications/special interest publication in online/print or both</p> <p>South West Newspaper: 6</p> <p>Mooree Champion: 1</p> <p>Queensland Country Life: 2 (inc. print and online)</p> <p>Goondiwindi Argus: 1</p> <p>Toowoomba Chronicle: 1</p> <p>ABC Radio: 1</p>
Web uploads	<p>Jorja McDonnell continues in website training, and has published news articles, homepage announcements, and carousel banners.</p> <p>Jorja has added new documents to <i>Policies, Plans and Strategies</i>, and <i>Coronavirus</i>.</p> <p>Jorja has added five new job listings to site.</p>

Social Media <ul style="list-style-type: none"> Facebook Twitter Instagram 	Figures from 08 August-04 September Likes: 4,321. Up 13 since last reporting period. Total reach: 37,335 people in this reporting period. Average daily reach: 1,439 people in this reporting period. Followers: 357. Up by 16 in the last 28 days. Tweet impressions: 9,318. Up 12.8% in 28 days. Profile visits: 37. Down 77.6% in 28 days. Looked into getting verification on Twitter, but the platform's verified accounts program is currently on hold. Followers: 708 Classification has been changed from 'Local Business' to 'Government Organization'. American spelling is used by Instagram. Looking to get Council verified on the platform but will require a copy of Balonne Shire's article of incorporation to make that happen.
Corporate publications	<ul style="list-style-type: none"> - Council Update - Proofed and arrange distribution of Beyond the Wire - Proofed Rates Flyer - Watercooler Chat, Monday 24th August, 31st August, started 7th September edition. - COVID-19 fact sheets for Residents, Business, and Agribusiness. - Tyre Recycling Scheme updated flyers. - Business webinars messaging for social media. - Clearing on Stock Routes and Road Reserves guide: in progress. - Additional COVID-19 messaging for social media: in progress. - Animal welfare handout for Local Laws team: in progress - Migration and Settlement Strategy messaging for social media: in progress
Government Liaison	<ul style="list-style-type: none"> - Liaised with Murray Darling Basin Authority re: media release relating to digital connectivity - Liaised with Qld Government re: media releases - Liaised with Queensland Fire and Emergency Service re: Media Release - Liaised with Queensland Murray Darling Catchments Aboriginal Rangers re: media release
Media Liaison	<ul style="list-style-type: none"> - Met with ABC to discuss Mayor being available for radio interviews - Liaised with 2WEB re sponsorship - Liaised with ABC to speak with Tourism Manager Kim Wildman live on air re: tourism social media initiative
Murray Darling Association Inc.	- Nil
Disaster Management Officer	Attended monthly LDMG gathering on 2 September
Advertising	<ul style="list-style-type: none"> - Placed job advertisement for South West Newspaper - Created on-air advertisements for 4SG

Attachments

Nil

Matthew Magin
Chief Executive Officer

OFFICER REPORT

TO: Council

SUBJECT: Economic Development Report - August 2020

DATE: 04.09.20

AGENDA REF: IOCEO4

AUTHOR: Garnet Radford - Economic Development Officer

Sub-Heading

Economic Development Update August 2020

Executive Summary

The purpose of the report is to update Council on Economic Development activity in the Balonne Shire during the month of August 2020. The main priorities for the month were the on-going delivery of major projects – Business Mentoring and Dirranbandi Thermal Springs, COVID-19 business support and assistance, reporting and business support and investment. Highlights in August include: the SWRED investment Attraction project was announced (\$300k) and steering committee, business mentoring project funding (19 successful - \$36,499) was awarded at the August steering committee meeting, Queensland Government adaption grants in Balonne Shire Round 1 and Round 2 awarded (15 successful - \$133,034), REDP Milestone 5 Phase 2 report submitted and approved (\$40,000) and three business mentoring webinars were facilitated.

Summary of activity during the month of August and Year to Date

Metric	Activity	Notes
New Business enquiries	1	Monthly business enquiries
YTD new business enquires	3	Year to date enquiries
Business engagement meetings	49	Meetings, calls in the month with key stakeholders and businesses
YTD Business meetings	112	Year to date client and stakeholder meetings
Follow up and value-add services (Referrals)	15	Introductions, referral of support services, key events & information to producers and businesses
YTD Referral services	46	Year to date referrals
Events and strategic meetings	22	Includes conference, chamber/progress associations, ED relevant events and strategic meetings/sessions
YTD Business events	35	
Investments – Pipeline	71	Pipeline of “Active Projects” (includes some Priority)

Investments announced	0	Investments in month (Library Hub and CUC)
Investments YTD	0	Year to date investments announced in FY
Value of investments	\$0m	\$ value of investments in month
Investments \$ YTD	\$0m	Total value of investments Year to date in FY
Jobs created	0	Jobs created (estimated) in period

1.0 Monthly work program – activity and highlights

- Business Mentoring
 - Mentoring Steering Committee
 - Approved 19 of 26 project funding applications for \$36,499
 - Approval to offer mentees to apply for up to 5 additional hours
 - Approved to open Round 2 of project funding (opened 29 August)
 - Three webinars hosted in August, recorded (40 attendees total in Live sessions)
 - Case Study Report to Department of Agriculture
- Dirranbandi Hot Baths
 - Community stakeholder Engagement
 - consultant/council officers and Councillors engagement
 - Site review, analysis, and follow-up
 - Case Study Report to Department of Agriculture
- Round 1 and Round 2 of Queensland Adaption Grants- 15 approved \$133,034
- REDP Milestone 5 Phase 2 Report submitted – approved \$40,000
- REDP Quarterly report (Q4 19-20) submitted
- SWRED Investment Attraction Initial Consultation Steering Committee (\$300,000 project)
- One new business enquiry
- Introduction of Chinese Buyer to 2 producers (cotton)
- Referral services in month - 15
- St George Task Force Group formed – Horticulture essential workers
- Updates to Thallon and Dirranbandi Progress Associations
- St George Chamber of Commerce Business After Hours and Year in Review

1.1 Project Summaries

- Business Mentoring Program
 - Steering Committee Meeting
 - Project funding awarded (19-\$36,499)
 - Webinars – Entrepreneurship, Take Control of You and Marketing (Recorded)
 - Round 2 – Project Funding opened
 - EOI for additional hours (up to 5 Hours) – 2 approvals
 - Follow up on status of mentors and mentees
- Dirranbandi Thermal Springs (Hot Baths)
 - Consultant – stakeholder engagement
 - Project Management
 - Site review and land tenure follow-up
- COVID-19 Business Support and Recovery
 - Border Zone inclusion for Balonne Shire

- St George Task Force Group – DAF, Growcom, Balonne Shire, stakeholders
- Recovery committee – economic input
- Lobbying – table grape producers – essential workers
- Adaption Grant assistance – R1 and R2 (15 approved - \$133,034)
- Monitoring of Queensland Government directives to local businesses and producers
- Exclusion Fencing
 - Roll out of fencing projects
 - Monitoring economic benefits
 - Target for recruiting for Round 2 Business Mentoring
- Inland Rail
 - Border Regions Organisation of Councils (BROC) inland rail workshops and input with EY and regional Councils – Gate 2
 - Progressing Goondiwindi Regional Council and Balonne Shire Council (EY) – Gate 2
 - Progressing Darling Downs and Southwest Queensland Council of Mayors (EY) – Gate 2
- Investment Attraction
 - One new enquiry
 - Follow up on existing enquiries and priority projects (including exclusion fencing)
 - Follow up TIQ – translation peer review on investment fact sheets
 - SWRED \$300k project – regional investment prospectus and marketing
- Other
 - Referrals and introductions of contacts and services – 15
 - Letter of Support (Food and Fibre Conference 2021)
 - Chamber Business After Hours and slides

1.2 Events & Strategic Meetings

- SWRED Investment Attraction Project Committee
- Council officers and Spa Guru – Dirranbandi Thermal Springs
- St George Chamber of Commerce – Business After Hours
- ED&P Portfolio
- Business Mentoring webinars - 3
- Business Mentoring Steering Committee
- St George Workforce Group
- FDI Investment Attraction Training
- EDO Regional Teams meeting – COVID-19 impacts
- RAPAD Regulatory Air Routes
- Progress Association Updates
- Chinese buyer
- Horticultural project proponent

1.3 Business Activity and Lead Generation

- One investment enquiry in August – Tourism
- Introduction – Chinese buyer re: cotton (2) and potentially lamb and mutton
- Follow up on investment lead pipeline and priority projects

- Projects emerging from Murray-Darling Basin Economic Development Program Business Mentoring and business improvement scheme program.

1.4 Reporting

- REDP Quarterly Report
- REDP Milestone 5 Phase 2 - \$40,000 confirmed
- Case Studies on Dirranbandi Hot Baths and Business Mentoring – Department of Agriculture
- Annual Report
- Progress Association Updates (2) – Thallon and Dirranbandi
- Weekly wrap updates (4)
- July 2020 Economic Development update
- Project Management – Business Mentoring and Dirranbandi Thermal Springs
- Economic Development Activity report; and
- Investment Summary Report

2.0 Investments/Projects

2.1 Existing Priority Projects Updates

Project	Status/Update
Thallon Grain Upgrade	All inland rail projects at Gate 2 – progressing to feasibility. Mentoring continuing with one of the proponents.
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 announcements at this stage
Mooramanna Feedlot	Exclusion Fencing roll out
Fucheng (Westmar)	Followed up with Goondiwindi and State Development but no further announcements from the proponents
Horticulture expansion	Lobbying essential worker assistance and support. Mentoring continuing with projects being identified. Developing value-add and diversification projects.
Truck Fuel Stop	No further activity on this project
Cluster Exclusion Fencing	Murray-Darling and Special Rate Schemes rolling out. Economic Monitoring required and recruiting of landholders for Round 2 of business mentoring
St George Aerodrome	No further update
St George Meat Processing	EDO and State Development following up on grant opportunities for the Staughton Group. Focus now on lamb and mutton.
Solar Farm St George	Infrastructure Services has gone out to a request for quotes on alternative energy including solar for the shire and the Council – pre-feasibility assessment. Interest from one group but pre-feasibility required

2.2 Investments Realised and Job Creation/Retention

Investments	YTD	Project Value \$	YTD	Jobs	YTD
0	0	\$0m	\$0m	0	0

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

Sector	Totals		Estimated timeframe*/stage	Totals
Agriculture	16		Late 2020	7
Aquaculture	3		Early 2021	20
Education/Training	3		Mid 2021	3
Energy	3		Feasibility	24
Food & Feed Processing	6		Concept	12
Health and Medical	1		Monitoring	5
Horticulture	9			
ICT	0			
Manufacturing	3			
Professional Services	2			
Property and Construction	2			
Retail/Wholesale	5			
Tourism	9			
Transport and Logistics	3			
Water	2			
Other	4			
Totals	71		Totals	71

3.0 Economic Development Activity

3.1 New Business Enquiries

In the month of August 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	1	3		Agriculture	0	2
Expansion	0	0		Education/Training	0	0
Total	1	3		Energy	0	0
External	0	1		Health and Medical	0	0
Local	1	2		Horticulture	0	0
Total	1	3		ICT	0	0
				Indigenous	0	0
				Infrastructure	0	0
				Manufacturing	0	0
				Property	0	0
				Retail	0	0
				Tourism	1	1
				Transport and Logistics	0	0
				Other	0	0
				Total	1	3

3.2 Client Meetings

During the month, there were 49 Economic Development (online, teleconference and since easing of COVID restrictions, some face to face) meetings of which 27 were external and 22 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 (11), Government (9), Agriculture (7), and Tourism (6) were the most represented sectors. St George (12) Roma (8), Dirranbandi (5), and Brisbane (5) were most represented.

Sector	Meetings	YTD		Location	Meetings	YTD
Agriculture	7	18		St George	12	19
Creative	0	0		Dirranbandi	5	17
Education/Training	0	1		Thallon	2	3
Energy	0	1		Mungindi	0	0
Government	9	19		Hebel	2	2
Health/Medical	2	3		Nindigully	0	0
Horticulture	5	10		Bollon	1	1
ICT	0	0		Brisbane	5	13
Indigenous	1	1		Gold Coast	1	2
Infrastructure	0	0		Goondiwindi	2	5
Manufact/Construct	1	2		Toowoomba	2	6
Not for Profit	5	6		Roma	8	17
Professional Services	11	33		Southern Downs	0	0
Retail	2	4		Western Downs	0	0
Tourism & Sport	6	13		Logan	1	4
Transport	0	1		Queensland Other	1	2
Other	0	0		Western Queensland	0	2
				Melbourne	0	1
				Sydney	0	2
				NSW Regional	4	9
				VIC Regional	2	5
				Canberra ACT	0	0
				South Australia	1	2
				Tasmania	0	0
				Western Australia	0	0
				International	0	0
Total	49	112		Total	49	112

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 15 business referrals and support services were recorded in the month of August. Business referrals and assistance included: mentoring, grants, introductions and agribusiness support.

Sector	August 2020	YTD	Notes
Agriculture	4	7	Mentoring, buyers, Letter Support, funding
Chamber & Progress Associations	0	2	
Education & Training	0	0	
Environmental	0	1	
Government	4	8	Planning and Adaption Grant info
Health & Medical	1	3	Funding and services

Horticulture	3	7	Mentoring, essential workers lobbying
Indigenous	0	0	
Industrial	0	0	
Manufacturing/construction	1	2	EOI mentoring
Not-For-Profit	0	4	
Retail	0	4	Adaption grant assistance
Professional Services	0	1	Mentoring
Tourism	2	4	EOI mentoring, Dirran baths info
Other	0	3	
Total	15	46	

4.0 Events and Strategic Meetings

4.1 Relevant events attended/presented

In August, 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
RTC Dirranbandi	4-Aug	Update to RTC and mentoring
Dirranbandi Council Catch Up	4-Aug	Community – projects
Steering Committee Business Mentoring	5-Aug	Quarterly meeting
RAPAD Regulatory Air discussion	5-Aug	Rex routes
FDI Training	5-Aug	Investment Attraction training LGAQ
St George Council Catch Up	6-Aug	Community - projects
State Development Catch Up	11-Aug	Mayor, CEO and EDO, State Development
Dirranbandi Progress Association	11-Aug	Update on MDB EDP projects
FDI Training	11-Aug	Investment Attraction training LGAQ
SG Chamber of Commerce meeting	12-Aug	Monthly meeting and BAH
ED&P Portfolio Meeting	14-Aug	Monthly portfolio meeting
Webinar #1 – Entrepreneurship	14-Aug	Business Mentoring Program
FDI Training	17-Aug	Investment Attraction training LGAQ
RDA DDSW Catch Up	18-Aug	Mayor, CEO and EDO with Director RDA
St George Workforce Group	18-Aug	Growcom and DAF led – grape producers
Dirranbandi Multicultural Workshop	18-Aug	Welcome City
Webinar #2 – Take Control of You	20-Aug	Business Mentoring program
St George Chamber of Commerce	20-Aug	Business After Hours – Year in review
Dirran Hot Baths Discussion	25-Aug	Consultant and Council officers
Webinar #3 – Marketing	27-Aug	Business Mentoring program
EDO Regional Catch-up	27-Aug	COVID impacts
SWRED Investment Attraction Committee	27-Aug	Initial discussion SWRED IA project

4.2 Upcoming and proposed events/meetings

Event	Date	Purpose and Location	Cost
OQCE visit	2-Sep	Office of the Chief Entrepreneur	\$100
SWRED Investment Attraction	3-Sep	Scope of Works for Investment Attraction Prospectus RAB funding	nil

Webinar #4	3-Sep	Take Control of Your Business	MDBEDP
BROC Inland Rail Workshop	3-Sep	Gate 2 Prefeasibility Strategic Options	
ICT Chief Entrepreneur	7-Sep	Digital Connectivity for the shire and opps	nil
Access Services	8-Sep	Migrant workers in Logan	nil
Chamber of Commerce	9-Sep	Chamber regular meeting	nil
Webinar #5	10-Sep	Websites and e-commerce	MDBEDP
Space Testing	14-16 Sep	Rocket program testing	nil
Cotton Info Teams	15-Sep	Waste to energy	nil
Webinar #6	17-Sep	Take Control of Your Finances	MDBEDP
USQ Engagement	21-Sep	Opportunities for Balonne with USQ	nil
Webinar #7	24-Sep	Finance and Cash Flow Management	MDBEDP
Webinar #8	TBC	Value-Add and Diversification	MDBEDP
Proposed Digital Connectivity Workshops	Oct	Update on digital connectivity – Agtech opportunities for producers	TBC
Queensland Export Month	Oct	TIQ	nil
Ag Advisory Breakfast	21-Oct	Proposed advisor ag services in shire	\$500
Queensland AgTech Month	Nov	Queensland AgTech group	nil

Attachments

Nil

Matthew Magin
Chief Executive Officer

(IFCS) FINANCE AND CORPORATE SERVICES

ITEM	TITLE	SUB HEADING	PAGE
ICFS1	<u>MONTHLY REPORT</u> <u>DIRECTOR FINANCE &</u> <u>CORPORATE SERVICES</u>	Monthly report for August - Finance and Corporate Services	474
ICFS2	<u>GRANTS MONTHLY</u> <u>REPORT</u>	Grants Monthly Information Report – August 2020	479

OFFICER REPORT

TO: Council

SUBJECT: Monthly Report Director Finance & Corporate Services

DATE: 04.09.20

AGENDA REF: ICFS1

AUTHOR: Michelle Clarke - Director Finance & Corporate Services

Sub-Heading

Monthly report for August - Finance and Corporate Services

Land matters

- 76 Main Road Bollon – paperwork completed
- Awaiting Grain Corp to forward paperwork for Thallon campgrounds and cattle yards following site inspection re: fence
- Discussions around Digital Connectivity project and location of Dirranbandi tower
- Review of lease for temporary library

IT Vision project

- Rates and water billing successfully went out
- Reporting module implementation scheduled for end of September
- PCS and Synergy Soft reconciled and balanced
- 78 out of 98 staff now completing online timesheets
- Rates receipting training held with customer service staff

Governance

- Workshop with Councillors held regarding new legislative provisions. New provisions come into effect 12 October around closed meetings and conflicts of interest. A model Code of Meeting Practice is due to be released by the Department in the coming weeks.
- Quarter 4 report was withdrawn from the August meeting due to technical issue with reporting not pulling Key Performance Indicators for 2019/20. CAMMs have been slow in responding and this matter has been escalating
- Providing advice and support for CUC Balonne Ltd project, Regional Connectivity project and Dirranbandi Beautification scheme together with the Library Hub funding agreement

Grants

- Grant financial reports for three programs underway – pending supply of information from relevant departments these will go to Arabon Auditors to complete independent audit of acquittals – this

applies to all Federal Government funding so there is a need to check funding agreements as they are signed

- Library hub funding agreement near completion for signing – still liaising with Federal government department on the final negotiation document (Peak Services assisting)
- Reports due for Local Government Grants & Subsidies programs (SWRRTG Asset project and Mungindi Reserve)
- Works for Queensland monthly update due
- Revenue Recognition reports completed for Queensland Reconstruction Authority flood damage monies, Mungindi Murray Darling Grant and Library Innovation Hub.

Complaints

- 1 administrative complaint investigation complete – response pending (gravel supply)
- 1 administrative complaint (special rate scheme 2 – stock route) underway
- 1 administrative complaint resolved (stock route)

Staffing

- 3 Casuals have been undergoing training and providing administrative customer service support
- Administration Officer to assist with minutes, agendas and governance related matters – will commence in approximately 5 weeks
- Several advertisements across the organisation will appear in local papers and website this weekend.
- Administration officer – accounts payable (including customer service) to be advertised

Finance

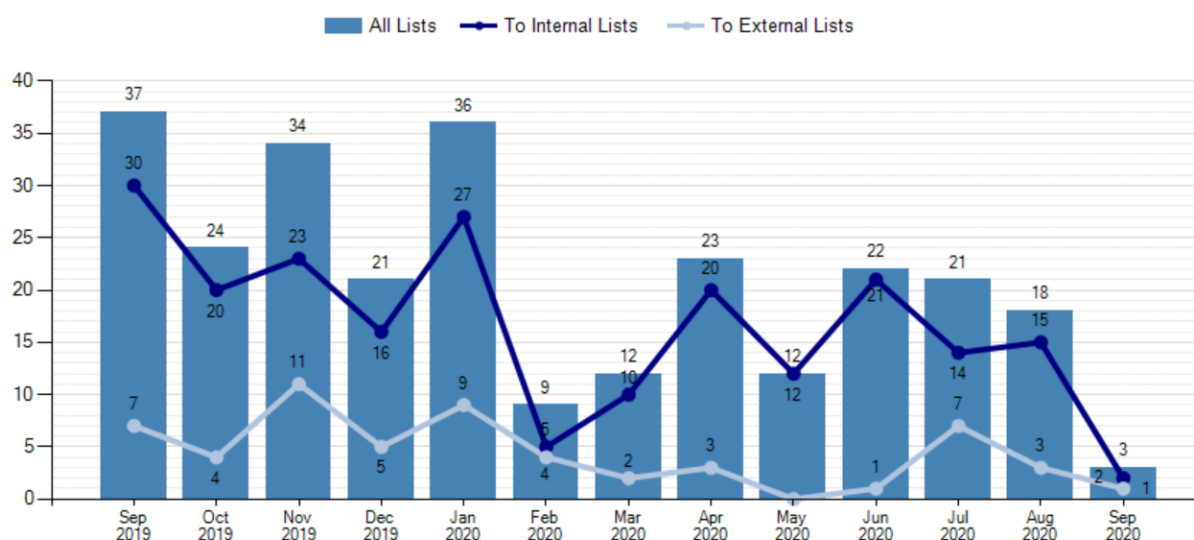
- Asset Accountant consultant, Stacey Lee, has reconciled asset register
- Audit & Risk Committee held 3 September – minutes under preparation
- Draft financial statements preparation in full swing with due date to auditors in draft form on 9 September
- Continuing to add budget into Synergy Soft and develop revenue/expenditure report for management
- 2nd meeting held with Queensland Treasury Corporation on a management dashboard with Synergy Soft and Excel Integration to improve financial reporting
- Long Term Financial Plan under in QTC model submitted to Department Local Government Racing Multicultural Affairs Monday 31/8

Procurement

- Dirranbandi Beautification scheme meeting with suppliers Monday 5pm 31/08 – 3 attendees – and quotations now out
- Consultancy services RFQ will be advertised this weekend
- Looking to schedule refresh of legal services, banking services and a range of other preferred supplier arrangements due for review
- Preparation of reports to Council MDB WDEF project suppliers
- Advice on insurance for MBD WDEF required for landholders/contractors
- Evaluation Panel meeting Library hub project manager providers with a view to making an appointment as soon as possible
- Crime & Corruption Commission audit continuing – due to be finalised 30 September

The following graph indicates a steady number of requests for quote in the month of August and still approximate average for the last three months being 20. (Graph as at 4/9/2020) There is likely to be an increase into Quarter 2 as the special rate scheme round 2 progresses.

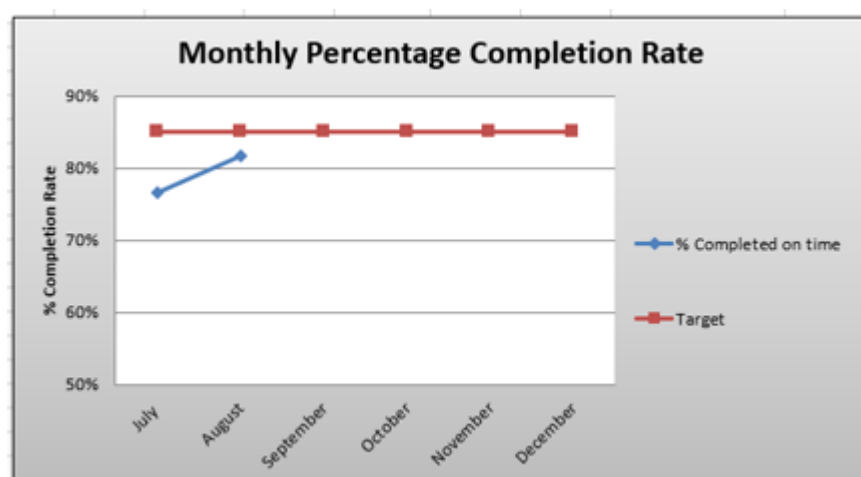
Requests by internal buyers per month (last 13 months)



Service requests

A total of 109 documents were created in Magiq for service requests for August with 88 completed on time giving a 82% average completion rate. This is an improvement from the previous month. A total of 4 compliments registered and 3 notified by councillor for August.

	July	August
Total Documents	154	109
Completed on Time	111	88
Completed Late	7	1
Pending & Overdue	36	20
% completed on time	72%	81%
% Completed overall	77%	82%
Target	85%	85%



Information Technology

Outages

We have experienced three Major incidents/outages since the last meeting

- 5 May 2020 affecting DHCP scopes and DNS services
 - Investigation completed; root cause was found to be a failed, unapproved change completed by Shire Networks without Balonne Shire knowledge.
- 11 June 2020 – 25 August 2020 Active directory and associated services
 - Ongoing issue which started after a Windows update was installed.
 - Recovery steps failed, numerous outages and disruptions to day to day operations, open support case with Microsoft and escalated through department contacts, no progress made after 8 weeks.
 - Fourier Technologies were contacted to complete a third-party review. Main issue was resolved in 2 weeks, number of issues remained with Windows Updates, Windows Security Services, DNS, Anti-Virus. Production Environment was stabilised with an ongoing review underway on further recommendation to be implemented.
- 17 July 2020 – 27 July 2020 FSG Voice Service hardware failure.
 - Investigation completed; root cause was found to be a failed hardware in FSG Core Network. Hardware replaced and redundancy system installed to avoid future outages.

Active Directory Investigation

Fourier Technologies are assisting with a third-party review. Main issue is resolved, an issue remains Windows Security Services failing at start-up, investigations are underway with a number of health checks being completed to ensure our environment is completely stable and healthy. Report pending.

Phones

Phase two to be completed with FSG which is pending councils WAN service. Weekly meetings underway with FSG and BSC keep projects on track and progressing.

WAN

Project has started with FSG building BSC WAN and Virtual Firewall service. Weekly meetings underway with FSG and BSC keep project on track and progressing. Further work on connecting outer depots and locations pending Digital Connectivity Project.

Microsoft 365 Service

Partially been rolled out across the organisation. The advantages have included team video meetings with success (similar to Zoom). Basic SharePoint and OneDrive has also been utilised by staff to improve efficiencies. There are additional advantages of Microsoft 365 yet to be utilised which will be explored as a part of our ICT Strategy review.

Other key projects/meetings

Disaster Management

- LDMG meetings attended (2)
- Revised Draft Pandemic Plan to be submitted to Council
- Travel risk assessments for all staff still required to be complete prior to leaving the shire for work related purposes to reduce risks of COVID-19

Risk module

Strategic risks and risk appetite statement amended as per councillor workshop

Strategic risk profile submitted to Audit & Risk Committee

Operational Plan – Implementing actions and KPIs into CAMMs in preparation for Q1 reporting after 30 September.

Attachments

Nil

Michelle Clarke

Director Finance & Corporate Services

OFFICER REPORT

TO: Council

SUBJECT: **Grants Monthly Report**

DATE: 09.09.20

AGENDA REF: ICFS2

AUTHOR: Tiffany Kajewski - Project Officer

Executive Summary

Grants Monthly Information Report – August 2020

Summary

• Full Business Case Applications Submitted	0
• Expressions of Interest Applications Submitted	0
• In-Progress Full Business Case Applications	0
• In-Progress EOI Applications	0
• Successful – Full Business Case Applications	3
• Successful – EOI Applications	0
• Un-Successful – Grant Applications	4

Successful Grants Register 2020/21 Summary

Successful Grants for 2020/21 FY to date

• COVID W4Q – Works for Queensland	3
• RADF - Regional Arts Development Fund	1
• MDB EDP – Murray Darling Basin Economic Development Program	2
• DESE – Regional University Centre Program	1
• DIRDCG – Community Development Grants Program	1
• QRA – Get Ready QLD 20-21	1

Un-Successful Grants Register 2020/21 Summary

Un-Successful Grants for 2020/21 FY to date

• FRRR – TTTT – Tackling Tough Times Together	1
• MDBEDP – Murray Darling Basin Economic Development Program	2

Attachments

1. 07 September 2020 - Grants Monthly Information Report.pdf [↓](#)

Michelle Clarke

Director Finance & Corporate Services

Grants Officer - Information Report

03 August 2020 – 7 September 2020

Submitted - Full Business Case Grant Applications

Program	Program Dept	Project	FBC Submitted Date	Amount Applied for \$	Council Funding \$	Other Funding \$	Total Project Cost \$
---------	--------------	---------	--------------------	-----------------------	--------------------	------------------	-----------------------

NIL

Submitted – Expression of Interest Grant Applications

Program	Program Dept	Project	EOI Submitted Date	Amount Applied for \$	Council Funding \$	Other Funding \$	Total Project Cost \$
---------	--------------	---------	--------------------	-----------------------	--------------------	------------------	-----------------------

NIL

In-Progress – Full Business Case Grant Applications

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

NIL

In-Progress – EOI Grant Applications

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

Nil

Grants Officer - Information Report

03 August 2020 – 7 September 2020

Successful - Full Business Case Grant Applications

Program	Program Dept	Project	Amount Applied for \$	Approved Funding \$	Council Funding \$	Other Funding \$	Total Project Cost \$
Department of Infrastructure, Transport, Regional Development and Communications	Community Development Grant	Dirranbandi Showgrounds Revitalisation Project	\$70,000.00	\$70,000.00	\$2,510.00	-	\$72,510.00
Murray Darling Basin Economic Development Program	MDB EDP	River Park Upgrade Stages 2 & 3	\$239,000.00	\$239,000.00	-	+ additionally approved \$460,000 from LGSP, BSC, CBCIF cross border funding	\$699,000.00
Murray Darling Basin Economic Development Program	MDB EDP	Sculpture River Walk	\$68,000.00	\$68,000.00	-		\$68,000.00

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
Tackling Tough Times Together	Foundation for Rural & Regional Renewal	Bollon Skate Park	\$150,000.00	\$0.00	\$0.00	\$150,000.00	Aug-20	yes	Feedback Requested 24/08/2020
Murray Darling Basin Economic Development Program (MDBEDP ROUND 2)	Department of Agriculture, Federal, Gov.	WDEF - Wild Dog Exclusion Fencing, Mungindi	\$522,000.00	\$60,000.00	\$400,000.00	\$922,000.00	Aug-20	yes	Feedback Requested 24/08/2020, provided on website
Murray Darling Basin Economic Development Program – Round 2	Department of Agriculture, Federal Gov	Mungindi Water Security Plan - Joint application with MPSC	\$156,000.00	\$40,000.00	0	\$196,000.00	Aug-20	Yes	Feedback Requested, was directed that feedback is supplied on the department's website.
Tackling Tough Times Together	Foundation for Rural & Regional Renewal	Bollon Skate Park	\$150,000.00	\$25,000.00	\$0.00	\$175,000.00	Aug-20	yes	Feedback Requested - August 24/08/2020

2

Grants Officer - Information Report

03 August 2020 – 7 September 2020

GRANTS SNAPSHOT – 2019/20 FINANCIAL YEAR

UNSUCCESSFUL GRANTS REGISTER 2020/21

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	Bollon Skate Park	\$150,000.00	\$0.00	\$0.00	\$150,000.00	Aug-20	yes	Feedback Requested 24/08/2020
Murray Darling Basin Economic Development Program (MDBEDP ROUND 2)	Department of Agriculture, Federal, Gov.	WDEF - Wild Dog Exclusion Fencing, Mungindi	\$522,000.00	\$60,000.00	\$400,000.00	\$922,000.00	Aug-20	yes	Feedback Requested 24/08/2020, provided on website
Murray Darling Basin Economic Development Program – Round 2	Department of Agriculture, Federal Gov	Mungindi Water Security Plan **Joint application with MPSC	\$156,000.00	\$40,000.00	\$0.00	\$196,000.00	Aug-20	yes	Feedback Requested, was directed that feedback is supplied on the departments website.

Grants Officer - Information Report

03 August 2020 – 7 September 2020

SUCCESSFUL GRANTS REGISTER - 2020/21 **all amounts are GST Excl. unless stated otherwise – List will be updated with												
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
COVID W4Q	DLGRMA	Regional Tourism Projects	\$398,000.00	7/9/2020	6/30/2021	\$398,000.00	\$0.00	\$0.00	\$398,000.00	1, 2, 4, 5	1, 2, 4, 5	CP, EDP, LTFP,
COVID W4Q	DLGRMA	Regional Community Projects	\$282,000.00	7/9/2020	6/30/2021	\$282,000.00	\$0.00	\$0.00	\$282,000.00	1, 2, 4, 5	1, 2, 4, 5	CP,EDP, LTFP
COVID W4Q	DLGRMA	St George Swimming Pool Splash Pad - Stage 1	\$500,000.00	7/9/2020	6/30/2021	\$500,000.00	\$0.00	\$0.00	\$500,000.00	1, 2, 4, 5	1, 2, 4, 5	CP, EDP, LTFP,
Regional Arts Development Fund (RADF)	RADF	TBC	\$20,000.00	TBC	TBC	\$20,000.00	\$0.00	\$0.00	\$20,000.00			
Murray Darling Basin Economic Development Program	MDB EDP	Sculpture River Walk	\$68,000.00	TBC	TBC	\$68,000.00	\$5,000.00	\$0.00	\$73,000.00	2, 4, 5	1, 2, 4, 5	EDP, CP, TP&S, TMS
Murray Darling Basin Economic Development Program	MDB EDP	River Park Upgrade Stages 2 & 3 (+ additionally approved \$460,000 from LGGSP, BSC, CBCIF cross border funding)	\$239,000.00	TBC	TBC	\$239,000.00	\$0.00	\$460,000.00	\$699,000.00	CP1, CP2, CP4, CP5	1, 2, 4, 5	EDP, CP, TP&S, TMS, AMP
Regional University Centre Program	DESE	Balonne Regional University Centre	\$737,082.00	TBC	TBC					1,2,3,4,5	1,2,3,4,5	CP,EDP, ICTSP, LSP,CBDMF
Community Development Grants Program	Department of Infrastructure, Regional Development & Cities, Au Government	Dirranbandi Showgrounds - Various as per showground users group	\$70,000.00	07/09/2020	31/01/2021	\$70,000.00	\$0.00	\$0.00	\$70,000.00			
Get Ready QLD 20-21	Queensland Reconstruction Authority, Qld Government	Guardian Website / Dashboard	\$10,660.00	TBC	30/06/2021	\$10,660.00	\$0.00	\$0.00	\$10,660.00			

4

(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 August 2020.	487
IIFS2	<u>MONTHLY REPORT</u>	Monthly information report.	497

OFFICER REPORT

TO: Council

SUBJECT: Department of Infrastructure Service's Monthly Report

DATE: 06.09.20

AGENDA REF: IIFS1

AUTHOR: Jenny Hatch - Casual Administration Officer

Executive Summary

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

0701-Main Roads Works

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

0702-Private Works

- Nil

0400-Council Roads / Streets / Bridge Work

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

0440-Aerodromes

- Routine maintenance and inspections are ongoing.

0450-Plant and Equipment

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

0510-Housing

- Routine maintenance is ongoing.

0520-Recreation and Sport

- Maintenance work is detailed in the attached Town Works Supervisor's report.
- Dirranbandi Multi Sports irrigation in progress.

0521-Swimming Pools

- Nil

0530-Parks and Gardens

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

0535-Halls/Civic/Cultural Centres

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

0555-Showgrounds

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

0615-Cemeteries

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

0620-Street Cleaning

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

625-Public Conveniences

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

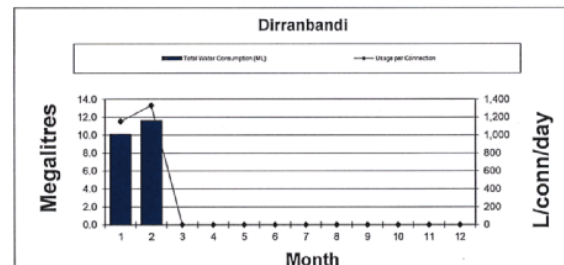
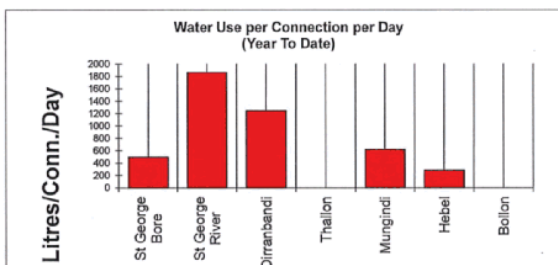
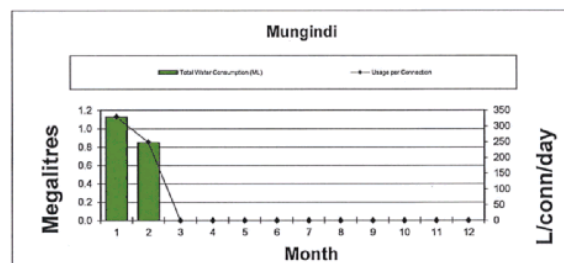
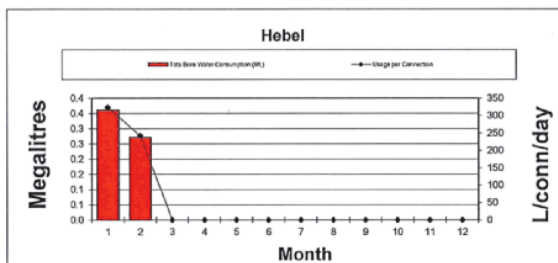
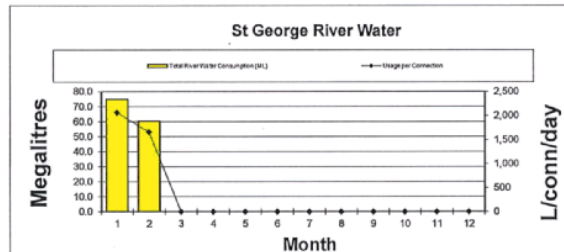
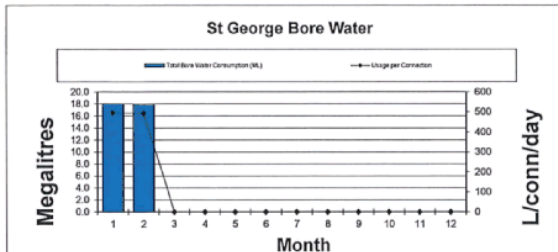
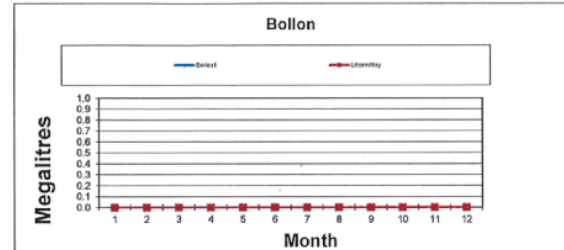
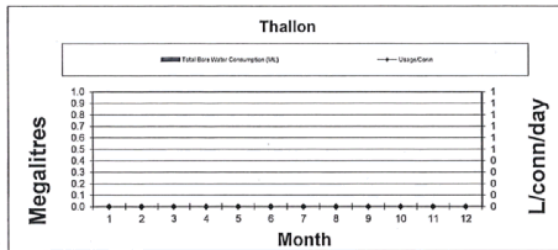
Attachments

1. Balonne Shire Council Water Usage 2020-2021 - Period Ending 31 August 2020.pdf [↓](#)
2. Plant Maintenance Report - Period Ending 31 August 2020.pdf [↓](#)
3. Road Construction Report - Period Ending 31 August 2020.pdf [↓](#)
4. Road Maintenance Report - Period Ending 31 August 2020.pdf [↓](#)
5. Town Maintenance Report - Period Ending 31 August 2020.pdf [↓](#)

Andrew Boardman

Director Infrastructure Services

BALONNE SHIRE WATER USAGE 2020/21



Report of Workshop Supervisor - P. Gluzde

Period Ending 31/08/2020

392 MISCELLANEOUS PLANT

Repairs to small equipment.

1507 Prado VX 793SOE DIS

Check over vehicle, clean and fill up with fuel.

1510 Toyota Rav 4 - 193YEL

30,121 Kms Carried out a 30,000 km service as per the coupon.

2509 Ford Ranger 4X2 361VKZ W&S

94,543 Kms Carried out a 90,000 km service as per the coupon.
Strip clean and adjusted the rear brakes.
Checked the wheel alignment.

3015 HILUX 4X4 577MXD JEFFREY TAYLOR

129,829 Kms Carried out a 130,000 km service as per the coupon.
Adjusted the rear brakes, replaced the clutch slave cylinder, bled system and repaired the brake pipe.

3022 Holden Single Cab 4X4 Ute 797WQX

60,162 Kms Carried out a 60,000 km service as per the coupon.
Strip clean and adjusted the rear brakes.
Carried out a diagnostic check for faults.

3514 Holden Colorado S/Cab 4X4 803SOE P Gluzd

136,325 Kms Replace the air compressor airline on the hose reel.
136,243 Kms Replace the battery and check the charge rate.

3518 Holden Colorado - Single Cab - 519VJB

119,290 Kms Replaced the front suspension and reset the wheel alignment.

4021 Toyota Hilux 4X4 D/Cab - Grader

Repaired wiring to the pod fuel pump.

5002 SCHWARZE 6500XL SWEEPER 204-KKO R BECKMANN

131,222 Kms Check over before the vehicle inspection.
Check and adjust the fan belt and repair the wiring loom.

5005 ISUZU FVZ1400 JETPATCHER 377MXU SHAYNE BUNYAN

263,421 Kms Carried out a 260,000 km service as per the coupon.
Clean out the radiators and top up the auto greaser.

5010 ISUZU FRR 5000 TRUCK 308-RZW S PEARS

89,649 Kms Carried out a 90,000 km service as per the coupon.
Checked the tappets adjustment, replaced the valve cap and adjusting screw, test run and checked for fault codes.

5012 Isuzu NQR450 Crewcab 184STR J Lindores

178,952 Kms Repair the wiring to the fuel pod and test under load.

5013 CEMENT SPREADER TRUCK - 648SVI

27,352 Kms Carried out a 6 monthly service on the truck.
Replaced the front wheel hub caps, tightened the fan belts and repaired the brake airline hose.

5014 ISUZU FVR1000 TRUCK - 590SVV

Refit 70mm tow ball.
81,782 Kms Carried out a 6 monthly service as per the coupon.
Wash and remove hoist lift ram for seal replacement in Toowoomba.

5015 ISUZU FXZ1500 WATER TRUCK - 317SYH

104,214 Kms Carried out a 100,000 km service as per the coupon.
Replaced the front hub seal caps, cleaned out the radiators and repaired the lights.

Report of Workshop Supervisor - P. Gluzde

Period Ending 31/08/2020

5016	Isuzu NPR 275 Truck 961 - TMT Dirranbandi	
	134,632 Kms	Carried out a 130,000 km service as per the coupon. Free up grease nipples, replace spotlight and carry out forced DPD burn. Carried out diagnostic check for faults and repair any faults found.
5018	ISUZU FTR900 DC 250WNY	
		Change over tow ball.
5509	CAT 12M GRADER 34863C STAINES	
	5,300.0 Hrs	Carried out a 250 hour service as per the manual. Analysis (SOS) the engine oil, clean the radiators, repair the grease lines and adjust the moldboard.
5510	CAT 12M GRADER 37658C	
	5,222.0 Hrs	Replaced the huey pump oil drain hose and o-ring.
	4,762.0 Hrs	Carried out a 250 hour service as per the manual. Analysis (SOS) the engine oil, clean the radiators and adjust the moldboard wear strips.
5600	CAT STABILISER 04764C J LINDORES	
	2,610.0 Hrs	Replace the water hoses to the drum spray jets.
6004	JD 6830 TRACTOR C94530 St George	
	3,414.0 Hrs	Replace battery, check the electrical connections and check the charge rate.
6500	CAT 910G Loader C272029 STG	
	3,546.0 Hrs	Repair the seat suspension.
7000	AMMANN AP240T3 ROLLER C83933	
	2,720.0 Hrs	Replaced broken exhaust bolts and studs. Tightened the gear box tail shaft yoke. Brought plant to town and repaired the turbo broken studs. Checked for engine vibration.
7002	AMMANN VIB ROLLER	
	623.0 Hrs	Replace drum scrapers on the roller.
7004	DYNAPAC CA5000D Vibrating Drum Roller 16	
	4,199.0 Hrs	Carried out a 4,000 hour service as per the manual. Analysis (SOS) differential oil to check for contamination of the hydraulic oil. Remove the hydraulic drive pump for testing.
7518	Razor Back Ride On Mower CMX227H	
		Checked for why the mower wouldn't start and repaired the mower. Replaced the air filters, fuel hose and ordered parts for servicing.
7520	Ferris Zero Turn Mower - IS2100Z	
	617.0 Hrs	
	617.0 Hrs	Replace deck idler pulley, belt and spindle assembly.
7521	Ferris 1S51002 Zero turn 72" Mower	
	367.0 Hrs	Repair and replace wheel studs on the drive wheels.
8006	Portable Traffic Lights C6464	
		Replace the fuse holder and repair the electrical connection at the control panel. Test the battery.
8007	Portable Traffic Lights CV6465	
		Replace batteries and test the solar charging. Test the lights.
8014	Crown CD305-3Forklift STG	
	5,338.0 Hrs	Annual service carried out by Crown Lift Trucks.

Report of Workshop Supervisor - P. Gluzde
Period Ending 31/08/2020

8015 CROWN CD305-3 FORKLIFT - Dirran

4,715.0 Hrs

Annual service carried out by Crown Lift Trucks.

Report of Shire Supervisors Road Construction for Period Ending 31/08/2020

0 PRIVATE WORKS

Removal of old shire entry signage completed.

11	24A - Carnarvon Highway (Mungindi-St George)	MRD Road
----	--	----------

Shoulder grading completed.
Jet Patcher covering completed on stabilised patches.
Further stabilising ongoing.
Guidepost installation.
Installation of 2 x new bin stands at the Two Mile Rest Area, Mungindi.

12	24B - Carnarvon Highway (St George - Surat)	MRD Road
----	---	----------

Rest Areas serviced.

13	31B - Barwon Highway (Talwood - Nindigully)	MRD Road
----	---	----------

Guidepost installation.

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

Rest Areas serviced.

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

Repaired signage.

21	CASTLEREAGH HWY (Dirranbandi-Hebel)	MRD Road
----	-------------------------------------	----------

Jet Patcher correction ongoing.
Slashing ongoing.
Shoulder grading completed.

Report of Shire Supervisors Road Maintenance for Period Ending 31/08/2020

0 PRIVATE WORKS

Warrie Pit - Removal of waste overburden completed.

1001 Ballangarry Maintenance grading ongoing.	Shire Road
1005 Bolin's Maintenance grading completed.	Shire Road
1013 Noondoo - Mungindi Maintenance grading completed.	Shire Road
1020 Littleton Maintenance grading ongoing.	Shire Road
1023 Munro Maintenance grading completed.	Shire Road
1026 Ramalis Maintenance grading completed.	Shire Road
1029 Springwell Maintenance grading completed.	Shire Road
1030 Knights Maintenance grading completed.	Shire Road
1046 Thuraggie Maintenance grading completed.	Shire Road
1050 Eumerella South Maintenance grading completed.	Shire Road
1052 Ian Paul Maintenance grading completed.	Shire Road
1058 West Haran Maintenance grading completed.	Shire Road
3007 Middle Road Repairs to Middle Road corner.	Shire Road
4003 Jakelwar - Goodooga Maintenance grading completed.	Shire Road

Report of Balonne Shire Town Works 31/08/2020

St George

Footpath	Maintenance and repairs were ongoing.
Town Streets	Street sweeping and rubbish removal was ongoing. Tree maintenance program is ongoing. Footpath repairs was ongoing.
Aerodrome	Inspections and maintenance were ongoing as required.
Rowden Park - St G	Cleaning of facilities, mowing and weedeating of grounds was ongoing as required.
Riverbank Park - St.	The rock wall below the Riverview on the River Foreshore is ongoing. Mowing and whipper snipping was ongoing.
Parks & Gardens	General maintenance of all parks was ongoing.
Showgrounds	Maintenance work was ongoing. New toilet block has arrived and will be installed after the campdraft.
Cemetery	Mowing and weedeating of grounds was ongoing.
Public Toilets	Cleaning and maintenance were ongoing.
Sewerage	Gravity and Pumping System operating OK. Routine maintenance and operations continuing. 1 X Blocked gravity sewer main - cleared by Bendy's Plumbing. Pulled out both sludge pumps at the Sewerage Treatment Plant - rags in the impeller. AgVac used to clean the toilet systems at Nindigully, Thallon and Mungindi.
River Water	Reticulation System operating OK. Routine maintenance and operations continuing. 1 X Service repair.
Bore Water	All portable water meter readings completed in St George, Bollon and Thallon. Reticulation System operating OK. Routine maintenance and operations continuing. 1 X Main repair - replaced valve on the corner of Arthur and Munro Street. Non-portable water meter reading ongoing. Beardmore Place - Bore and river water mains replacement is 90% complete. Margaret Street - Capital works water main replacement has been put out on vendor panel.
Other	Levee Banks: Maintenance was ongoing.

Thallon

Works Depot	All plant and equipment serviced and cleaned. Cleaning of the yard and depot shed.
Parks & Gardens	Mowing and whipper snipping completed. The wombat shade structure has been completed. Repairs made to pop-up sprinklers.
Rubbish Dump	Completed pushing up the green waste and scrap metal. Cleared the fire breaks around the rubbish dump.

Mungindi

Meter Reading - Mu	Completed reading meters in Moree Plains Shire.
--------------------	---

Dirranbandi

Footpath	Mowing and weedeating continues.
Town Streets	Sweeping of the main street and emptying of the bins completed. Picked up rubbish around the streets. Mowing and weedeating continues.
Works Depot	Mowed and weeded the council yard. Cleaned the toilets and showers. Council yard has been kept clean and tidy.
Aerodrome	Inspections and maintenance continued. Mowing and poisoning around the lights continues.
Parks & Gardens	Mowing and watering continued. Mowing and weedeating and trimming of the parks continue. Trees were planted in the Rural Transaction Centre Park for the River Rail Project. Waiting on more trees to finish of the planting. Work Camp have placed the signposts in the ground, ready for the metal art signage to be installed for the River Rail Project.
Showgrounds	Maintenance continues. Mowing and weedeating continues. Cleaned the polo shed and toilets ready for bookings. Cleaned all the facilities out ready for the camp draft booking.
Cemetery	Zieglers came from Toowoomba to level a grave site and place a headstone on the grave.
Public Toilets	Inspections and cleaning of the toilets.
Sewerage	Sewerage pump stations all working well.
Rubbish Dump	Pushed up the rubbish dump, green waste and scrap steel areas weekly. Picked up rubbish around the dump.

Report of Balonne Shire Town Works

31/08/2020

Treated Water	Daily maintenance and inspections continue. Mowing and poisoning continue. Arjan from Pacific Water Treatment Services serviced the analyser. The Turbidity Analyser arrived back and was fitted to the unit and is now working.
Other	Civic Centre: Mopped and cleaned the Civic Centre. Park toilets routine cleaned twice a week. Pool: Pool closed to public. Daily checking and testing. Analyser Chemical Machine serviced by Arjan from Pacific Water Treatment Services.
Hebel	
Town Streets	Travelled to Hebel to empty the rubbish bins weekly. Completed any jobs that needed to be done. Border closure still in place.
Parks & Gardens	Mowing and weed trimming continue.
Public Toilets	Travelled to Hebel to clean the toilets weekly.
Bollon	
Town Streets	Replaced seal on leaking fire hydrant on Mary Street. Repairs to leaking service line connections in Walter Austin Park and George Street to be addressed next week. Verge trees in the main street are to be pruned.
Aerodrome	New solar light and batteries have been received and need to be installed.
Showgrounds	Repairs to ablution block completed. Underground power has been installed for the new ablution block. Ground has been cleared for more parking area. New taps and pipeline have been installed and GPS completed.
Public Toilets	All public facilities have been cleaned daily due to the large number of travellers using them.
Other	Civic Centre: Repairs required to the Civic Centre garden bed as brick block work is cracking and falling apart. All public facilities have been cleaned daily due to the large number of travellers using them.

OFFICER REPORT

TO: Council

SUBJECT: **Monthly Report**

DATE: 06.09.20

AGENDA REF: IIFS2

AUTHOR: Ben Gardiner - Safety Advisor

Sub-Heading

Monthly information report.

Injury Summary

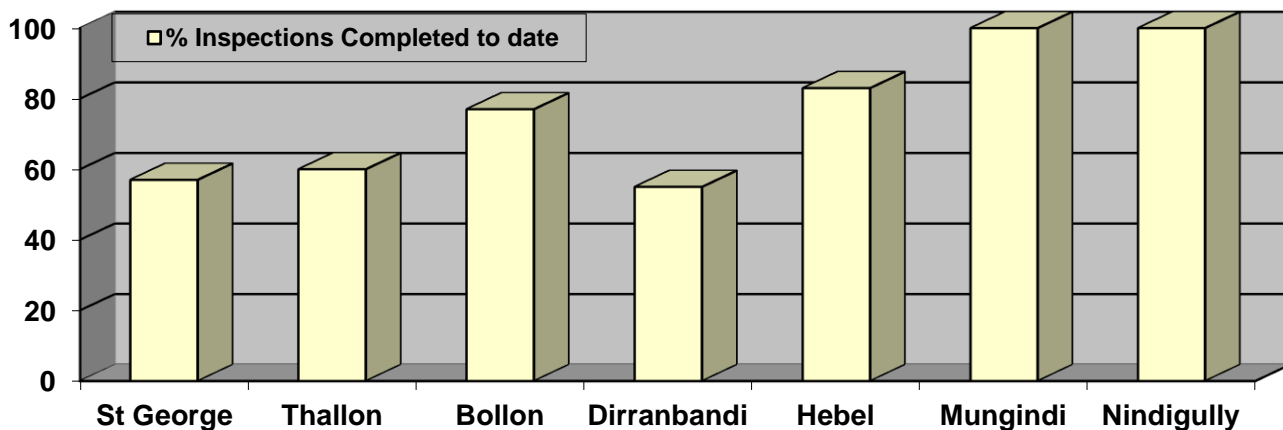
There were no work incidents reported for the month of August 2020. Information is represented in the graph below for all injuries reported for the last 6 financial years. We have had an increase in Strain / Sprain injuries, however this attributed to an increased reporting of injuries.

Injury	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20
Strain/sprain	7	1	3	2	7	13
Foreign body	0	0	6	0	2	1
Bruise	1	0	3	1	4	4
Cuts / Laceration	1	1	2	2	0	3
Burns/scalds	2	0	1	0	0	0
Skin irritation	0	0	1	0	0	0
Weld flash	0	1	0	0	0	0
Puncture	1	0	0	0	1	1
Poisoning	0	0	0	0	0	0
Fracture	0	0	0	0	0	0
TOTAL	12	3	16	5	14	22

Worksite Hazard Inspections

Hazard Inspections are into a new inspection period July - September 2020. No completed inspections were received in August. With the Inspection period finishing at the end of September majority are expected withing September.

The totals for the last inspection period are shown on the following graph per town.



Take 5 and Toolbox Talks

A spreadsheet has been sent out to Directors, Managers and Supervisors indicating which staff have completed their Take 5's and who needs to catch up. Supervisors & Managers have been working on these incomplete Take 5's.

COVID 19

SLG have reintroduced Travel Risk Assessments for all staff travelling outside the Shire for work related travel and would also recommend it be completed for personal travel to help mitigate the risk of COVID-19. We must remain vigilant with requirements and keep up to date with any restrictions and regulations that are put in implemented.

Safety Inductions, Training & Information Sessions

Plant training is continued to be rolled out to those staff that require new operators' competencies. Refresher training is also organised for seasoned operators. Traffic Management training is ongoing for relevant staff.

Calibrations, Inspections and Testing

First Aid kits have been organised to be inspected in September 2020. Fire Extinguishers and Height Safety Gear was inspected in the month of August. We are currently looking for quotes on Safety Representative Training with the hope of being able to do this via online delivery.

Safety Audit

Evidence is continually being gathered and will be forwarded to JLT for our re-evaluation score in October – November 2020.

Safety Committee Meeting

The last meeting will be held on Wednesday the 2nd September 2020. Minutes are attached.

Documents that have been reviewed

The following documents were sent out last month for review.

- Obligations & Responsibilities Procedure sent to SLG to filter through all staff as well as being reviewed by the Safety Committee.

- Emergency Procedures has been sent out to Director of I.S. and Fire Safety Advisors and were also reviewed by the Safety Committee
- I.S. Supervisors & Managers are to review the Verification of Competency Procedure. This was also reviewed by the SLG.

Attachments

1. Minutes - Sept 2020.pdf [↓](#)

Andrew Boardman
Director Infrastructure Services

BALONNE SHIRE COUNCIL
WORKPLACE HEALTH AND SAFETY COMMITTEE
MINUTES OF A MEETING HELD IN THE COUNCIL ADMIN BUILDING, VICTORIA STREET,
ST GEORGE on Wednesday the 2nd September 2020 at 1:00pm.

<u>ATTENDANCE</u>	Mr Matthew Magin (CEO / CHAIR) Mr Andrew Boardman (DIS), Mr Ben Gardiner (SA), Mrs Debbie Green (WHSR), Mr Malcolm Ross (WHSR), Mr Cormac Olsen (WHSR) & Mr James Scriven (WHSR), Mrs Michelle Clarke (DFCS) & Mr Digby Whyte (DERS)
<u>APOLOGIES</u>	Mr Chris Dixon (WHSR) & Mr Glenn Sheedy (WHSR).
<u>MEETING OPENING</u>	Meeting was opened at 1:04 pm.
<u>PREVIOUS MINUTES</u>	All attendees were given a copy of the previous meetings minutes. Mr Malcolm Ross moved that the minutes of the previous meeting (27 th May 2020) be confirmed as true and correct. This was seconded by Mr James Scriven. <u>CARRIED</u>
<u>BUSINESS ARISING</u>	Induction into Plant and Plant Risk Assessments - Workers will still need to complete Risk Assessment for each individual type of plant that they operate, Supervisors can get their work groups together to complete these.
<u>NOTICE OF ACCIDENTS OR INCIDENTS</u>	1 work injury was reported and documented for our records from the 27 th of May 2020 to 26 th August 2020
<u>REVIEW</u> Audit Report	Has been reviewed by SLG & Safety Advisor. Any changes that have been forwarded have been registered and the document has been updated to suit. Mr Ben Gardiner moved, and Mr Malcolm Ross seconded that this report be endorsed by the Safety Committee. <u>CARRIED</u>
<u>REVIEW</u> WH&S Obligations & Responsibilities	Has been reviewed by SLG, Managers, Supervisors & Safety Advisor. Any changes that have been forwarded have been registered and the document has been updated to suit. Mr Ben Gardiner moved, and Mrs Debbie Green seconded that this procedure be accepted by the Safety Committee. <u>CARRIED</u>
<u>REVIEW</u> Emergency Procedures	Has been reviewed by SLG & Fire Safety Advisors. Any changes that have been forwarded have been registered and the document has been updated to suit. Mr Ben Gardiner moved, and Mrs Debbie Green seconded that this procedure be accepted by the Safety Committee. <u>CARRIED</u>

<u>REPORT BY SAFETY REPRESENTATIVES</u>	<p>Mr James Scriven raised the point that cleaning the TMR Rest Areas has added risks of human waste all over the place. Council does supply all the PPE that is needed but it is not a nice job and such wanted to know if Council could raise this with TMR as a potential Safety Risk that could be eliminated by installing toilets.</p> <p>Mr Malcolm Ross asked that future meetings to start at 3pm so that there is less disruption to works groups. This was agreed on by all present.</p> <p>Mr Andrew Boardman mentioned that Supervisors need to have access to their staffs training qualifications on Magiq. Mrs Debbie Green said these could possibly be linked from personnel files and an upcoming Magiq update could also see things like driver's licence expiry dates being flagged with the supervisors.</p> <p>Mr Ben Gardiner reported that the SLG have agreed to raise the allocation for Safety Boots up to \$150</p>			
<u>GENERAL BUSINESS</u>	<p>Mrs Michelle Clarke advised that the SLG has nominated the following staff as an Emergency Planning Committee – Fire Safety Advisors, Fire Wardens, SLG members, Safety Advisor. Terms of reference to be developed (Michelle to assist) this committee will be structured as a sub-committee to this WHS Committee.</p> <p>SLG have also assigned the following members responsibility for Emergency Preparedness - Ben Gardiner, Adam Cassel, Kimi Waterson, Tiffany Kajewski, Tracey Lee, Andrew Boardman and Digby Whyte.</p> <p>Mr Andrew Boardman advised that there is a possibility of Council engaging a RTO to roll out Plant Inductions to Managers & Supervisors who would then in turn, deliver to their staff.</p>			
<u>Action List</u>	<u>Item</u>	<u>Description</u>	<u>Officer</u>	<u>Status</u>
	1.	Plant Induction & Risk Assessment forms to be sent out to all Managers & Supervisors so staff can be inducted onto all plant that they operate and that they can also complete their Risk Assessments.	All staff	Ongoing
	2.	Update the PPE policy to reflect the \$150 for Safety Boots	Ben Gardiner	Open
	3.	Mr Cameron Kelly be contacted to give training to Safety Reps on Email logon's & access and how to log on to a computer.	Ben Gardiner	Open
<u>MEETING CLOSURE</u>	Next Meeting at 3:00pm on 25 th of November 2020. Meeting closed at 1:50pm			
<u>Post Meeting</u>	<p>Mr Chris Dixon resigned as Safety Rep. Nominations will be called for Representation from Parkes & Gardens as well as new Representatives from Environment and Regulatory Services.</p>			

(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 August 2020 is presented for Council's information.	503

OFFICER REPORT

TO: Council

SUBJECT: Monthly Report Environment and Regulatory Services

DATE: 07.09.20

AGENDA REF: IERS1

AUTHOR: Michelle Walters - Administration Officer

Sub-Heading

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

PLANNING AND DEVELOPMENT APPROVALS

Value of Building Works

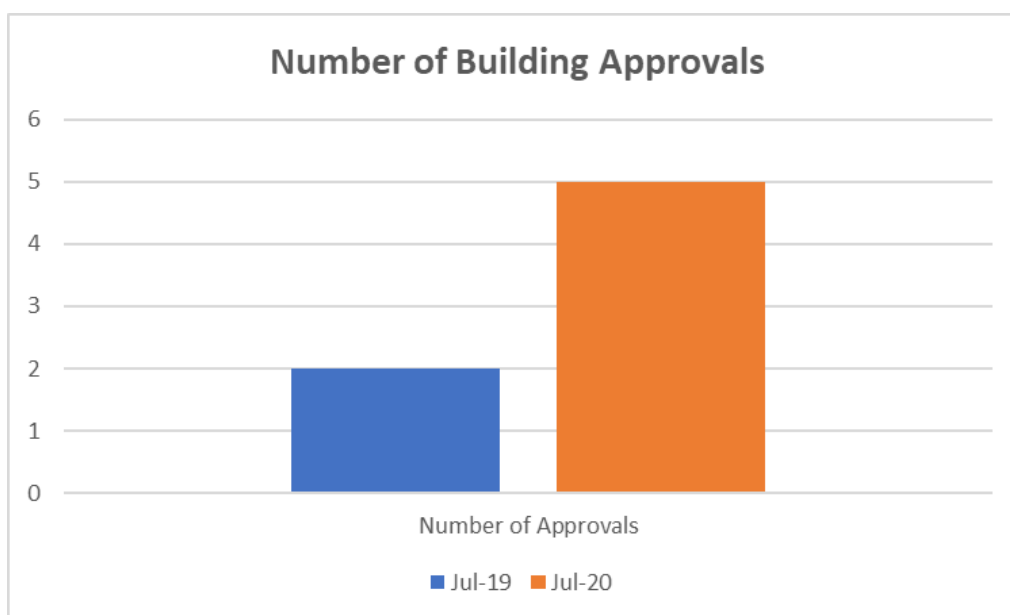
- Value of building applications approved by Council certification

\$582,249 Value of building applications approved by private certification

\$582,249 Total value of building certifications

There were no building applications for the month of the July for the Council's building certifier to approve.

BA No	Applicant	Owner	Address	Lot & Plan	Builder	Class	Description	Value of Works	Approval Date
5223	Private Cert - South West Building Certification	Rob Hemming	7785 Castlereagh Hwy, DIRRANBANDI	1RP98171	Kardinia Holdings Pty Ltd	10a	New Shed	\$ 214,600.00	28.04.2020
5224	Private Cert - South West Building Certification	Scott McKechnie	835 Littleton Rd, THALLON	6BLM44	Jack Jones	1a	New Dwelling	\$ 280,000.00	01.06.2020
5225	Private Cert - Fluid Building Approvals Cairns	Julie Cross	51-53 William St, HEBEL	210H3101	Johns Lyng Gold Coast	1a	Replacement Roof	\$ 67,649.00	15.06.2020
5226	Private Cert - Integrated Building	Ronald Hohn	12002 Carnarvon Hwy ST GEORGE	1RP118324	David Collins	1a	New Shed	\$ 20,000.00	16.06.2020



Development Applications

Number	Development	Address	Application Stage
MCU 176	"Caravan Park"	77 Whytes Rd, St George	On Hold
MCU 179	"Telecommunications facility"	185 Chelmer Rd, Thallon	Referral
MCU 180	"Telecommunications facility"	29050 Moonie Hwy, St George	Referral
MCU 181	"Telecommunications facility"	Castlereagh Hwy, Hebel	Referral
MCU 182	"Telecommunications facility"	Dirranbandi-Hebel Rd, Dirranbandi	Referral
MCU 183	"Telecommunications facility"	1880 Castlereagh Hwy, St George	Referral
MCU 184	"Telecommunications facility"	Castlereagh Hwy, Dirranbandi	Referral
RL 105	Boundary realignment (two lots into two lots)	Gunnindaddy Rd, Mungindi	Decision

- Economic Development and Planning Portfolio meetings held.

ENVIRONMENTAL SERVICES

Natural Environment:

- General health inspections were carried out.
- There were no notifiable diseases reported during August 2020
- There were four food recalls actioned in August 2020.

Local Laws:

- Signage has been installed for COVID-19 registration at all free camping grounds within the Shire

Public Health:

- Council has helped promote community awareness on safe practices during COVID-19 when running events, weddings, workshops and other community gatherings

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.
- Identified sites are being cleared of the illegally dumped tyres.
- Hotspots are currently being investigated.
- Illegal dumping warning letters have been issued.
- Council is currently working with local industry to manage their end of life tyres

St George landfill

- The landfill site is presently operating in a reasonable condition.
- The new carboard burning area is operating well
- TMR have advised that concrete from the Thallon bridge will be disposed at the St George landfill, Nindigully landfill and Thallon landfill in early October
- Construction work on a new drop-down area at the St George landfill has been advertised through Vendor Panel. The contract has been awarded and this work will be undertaken later in September.

Dirranbandi landfill

- The landfill site is presently operating in a reasonable condition.
- Bi-monthly maintenance has been carried out at the site.

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

- The new bin transfer station is working well with the community of Nindigully
- Some issues have been experienced with green waste being dropped off.
- Cameras have been installed to help monitor the site.

RURAL LANDS AND COMPLIANCE

Biosecurity and Environment

- 4 Tonne of meat bait has been delivered for Bi-annual Baiting Campaign from 29 September to 2 October 2020.
- 400 Fox- Off Baits “Malanga”.
- 80 kg Meat Baits “Anchorage”
- 20 kg Meat Baits “Eumerella”.
- 80 kg Meat Baits “Box Plains” “West Ginnibri”.
- 200 Fox – Off Baits “Yamburgan”.

Wild Dog Exclusion Fencing (WDEF)

Wild Dog Exclusion Fencing deliveries are ongoing when supplies are ready, and inspections are happening when required:

- 2 x Material Deliveries “Old Cashmere”.
- 2 x Material Deliveries “Strathbogie”.
- “Darran” “Brookdale” “Beardie” Sign Up.
- “Moorenbah” Sign Up and Initial Inspection.
- “Glen Douglas” Initial Inspection.
- “Beardie” Delivery.
- “Cavillon” Delivery.
- “Denholm” Delivery.
- “Rosehill” Wing Inspection.
- “Nulky” 25% Inspection.
- “Mooramanna” Initial Inspection.
- “Kooroon” Delivery of materials

Stock Routes

- Stock Route Patrols and Compliance.
- Property Inspection and Restoration works at “Gleneve” Thallon
- Stock Route Temporary Fence Inspections (Compliance)
- Cultural Burn on Stock Route at Thallon in conjunction with Victor Steffenson an indigenous filmmaker, Actor, Musician, and consultant who provides traditional knowledge values in a contemporary context through workshops and artistic projects.
- CCWI Moonie – Maranoa catchment grant works continuing including survey works.
- Noxious Weed Spraying on Wagoo Road for Mother of Millions, Tiger Pear, African Boxthorn.
- Water Facility Inspections are ongoing

Compliance/Local Laws

Local Laws Officer has undertaken the following for the month of August:

- 3 Cats impounded and 1 Cat rehomed
- 2 cats for rehoming
- 2 Puppies rehomed
- 11 dog permits approved
- 3 dogs and 1 puppy found wandering and reunited with owners
- Local Laws Officer and Compliance assistant shown around Goondiwindi Pound Facility
- Registration announcements on 4SG radio
- 426 dog registrations in the month of August
- Dog Park Survey forms placed at the VIC and Library
- 88 completed responses of the dog park survey

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