

**MINUTES OF THE GENERAL MEETING OF MARANOA REGIONAL COUNCIL HELD AT ROMA ADMINISTRATION CENTRE ON 23 SEPTEMBER 2015 COMMENCING AT 9.00AM**

**ATTENDANCE**

Mayor Cr. R S Loughnan chaired the meeting with, Deputy Mayor Cr W S Wason, Cr. J L Chambers, Cr. R J Denton, Cr P J Flynn, Cr. W M Newman, Cr. C J O'Neil, Cr. M L Price, Cr. D J Scheffe, Chief Executive Officer – Julie Reitano, Coordinator Corporate Communications – Jane Frith, and Kelly Rogers & Elizabeth Elmes Minutes Officer in attendance.

**AS REQUIRED**

Director Infrastructure Services – Cameron Castles, Director Development, Facilities & Environmental Services – Rob Hayward, Director Corporate, Community & Commercial Services – Sharon Frank, Manager Planning & Building Development – Danielle Pearn, Manager Airports (Roma, Injune, Surat, Mitchell) – Benjamin Jones, Manager Economic & Community Development – Edward Sims, Coordinator Grants, Local Development & Council Events – Susan Sands, Coordinator Operations (Water, Sewerage & Gas) – Mathew Liston, Coordinator Water, Sewerage & Gas Projects, Compliance & Laboratory – Benjamin Godford.

**GUESTS**

There were no guests in attendance at the meeting.

**WELCOME**

The Mayor welcomed all present and declared the meeting open at 9.17am.

**APOLOGIES**

**Resolution No. GM/09.2015/43**

**Moved Cr Price**

**Seconded Cr Chambers**

**That apologies be received and leave of absence granted for Cr. Flynn Cr. O'Neil and Cr. Wason for this meeting.**

**CARRIED**

**6/0**

**CONFIRMATION OF MINUTES**

**Resolution No. GM/09.2015/44**

**Moved Cr Chambers**

**Seconded Cr Denton**

**That the minutes of the General Meeting (11-12.08.15) held on 9 September 2015 be confirmed, including the following amendments:**

**Resolution No. GM/09.2015/27**

**The Resolution be amended to state:**

**That Council enter into a User Agreement with the applicant for the use of the Yuleba building known as the Rural Transaction Centre on the first Monday of every month to provide hair and beauty services, for a period of one (1) year and that:**

- **The hire fee be set at \$13.20 per hour or a daily hire rate of \$86.60 per day; and**
- **This item be included in the 2015/16 Fees & Charges schedule.**

**Resolution No. GM/09.2015/26**

The Resolution be amended to state:

That Council enter into a User Agreement with the applicant for the use of the Injune Memorial Hall for a period of three (3) years and that:

- The hire fees be set at \$13.20 per hour, ~~or a daily hire rate of \$86.60 per day~~, for the current financial year, as per the 2015/16 Fees & Charges Register; and
- This fee be reviewed annually as part of the Fees & Charges review.

CARRIED

6/0

**BUSINESS ARISING FROM MINUTES**

There was no business arising from the minutes.

**ON THE TABLE**

There were no items for discussion on the table.

**PRESENTATIONS/PETITIONS AND DEPUTATIONS**

There were no presentations/petitions or deputations at the meeting.

**CONSIDERATION OF NOTICES OF BUSINESS**

There were no notices of business for consideration.

**CONSIDERATION OF NOTICES OF MOTION**

There were no notices of motion for consideration.

**RECEPTION OF NOTICES OF MOTION FOR NEXT MEETING**

No notices of motion were received for the next meeting.

**BUSINESS**
**OFFICE OF THE CEO**

Item Number:

10.1

File Number: D15/71772

SUBJECT HEADING:

CAPITAL REQUEST - INJUNE FOOTPATH REQUEST

Author and Officer's Title:

Graham Sweetlove, Engineer - Asset &amp; Service Planning

**Executive Summary:**

Council received a request to construct a footpath on Second Avenue, Injune from Coronation Street to Hutton Street, incorporating pedestrian crossings at each intersection. It was also requested that the footpath in Third Avenue, from Hutton Street to Station Street North be replaced.

**Resolution No. GM/09.2015/45**

Moved Cr Schefe

Seconded Cr Price

That this request be included for consideration in future budget deliberations, secondary to Council's ten (10) year capital works plans.

CARRIED

6/0

Responsible Officer

Engineer - Asset &amp; Service Planning

**Item Number:** 10.2 **File Number:** D15/72574

**SUBJECT HEADING:** REQUEST FOR CAPITAL UPGRADE TO EXTEND ROAD LENGTH - MYALL LANE, WALLUMBILLA

**Author and Officer's Title:** Graham Sweetlove, Engineer - Asset & Service Planning

**Executive Summary:**

*Council received a request to extend the length of road for Myall Lane, Wallumbilla. An initial review indicated that Myall Lane was not on Council's Road Register.*

**Resolution No. GM/09.2015/46**

**Moved Cr Denton**

**Seconded Cr Price**

**That:**

1. Myall Lane be added to the Road Register with:
  - The classification of Rural Access – Secondary; and
  - Total length of 1.27 kilometres.
2. The applicant be advised that as access is available from Trafford Park Road, Myall Lane will not be extended to provide an alternative access to his property.

CARRIED

6/0

**Responsible Officer**

**Engineer - Asset & Service Planning**

**Item Number:** 10.3 **File Number:** D15/72831

**SUBJECT HEADING:** CAPITAL REQUEST TO EXTEND REGISTERED ROAD LENGTH - SWERDNA DOWNS ROAD, SURAT

**Author and Officer's Title:** Graham Sweetlove, Engineer - Asset & Service Planning

**Executive Summary:**

*Council received a request to extend Swerdna Downs Road, Surat by approximately 3.5 kms. The road is currently included in Council's Road Register and classified as 'Rural Access – Secondary.' The requested extension would provide the applicant an additional/alternate property access road from Swerdna Downs Road to their property.*

**Resolution No. GM/09.2015/47**

**Moved Cr Chambers**

**Seconded Cr Scheffe**

**That Council not add the extension of Swerdna Downs Road, Surat to the Road Register as it is considered to be a property access, and Council Policy "Construction of Roads for Access to Property" applies.**

CARRIED

6/0

**Responsible Officer**

**Engineer - Asset & Service Planning**

**Item Number:** 10.4 **File Number:** D15/73076

**SUBJECT HEADING:** REQUEST FOR CAPITAL UPGRADE - BITUMEN SEAL  
 REMAINDER RICHARDSONS LANE, ROMA

**Author and Officer's Title:** Graham Sweetlove, Engineer - Asset & Service Planning

**Executive Summary:**

*Council received a request for bitumen sealing the unsealed portion of Richardsons Lane, Roma. The road is currently classified as 'Rural Access – Primary A' under Council's Road Register. The requested extension would be an additional length of approximately 600 m of sealed road.*

**Resolution No. GM/09.2015/48**

**Moved Cr Price**

**Seconded Cr Denton**

**That:**

1. The request be included in future budget deliberations (quarterly reviews for 2015/16, and subsequent annual reviews), secondary to Council's 10 year capital works plan.
2. A further report be presented to Council for consideration following receipt of traffic count data.

CARRIED

6/0

**Responsible Officer**

**Engineer - Asset & Service Planning**

**Item Number:** 10.5 **File Number:** D15/77888

**SUBJECT HEADING:** REVIEW OF DRAFT LOCAL CONTENT RATING

**Author and Officer's Title:** Julie Reitano, Chief Executive Officer

**Executive Summary:**

*The report tabled a draft, new star rating system, which has been designed to recognise the contribution to the local economy that businesses and industry within the region make.*

**Discussion:**





Council acknowledged the support of local businesses, in particular the pilot group of businesses and the Department of State Development and Commerce Roma representatives, in providing feedback on the initiative, and the efforts of staff to deliver a rating system that recognises the contribution made by local businesses.


**Resolution No. GM/09.2015/49**

**Moved Cr Schefe**

**Seconded Cr Newman**

**That Council adopt for use the proposed rating system, as follows, noting that it can be fine-tuned over time if the need arises.**

Star Rating – Local Content	Criteria to be Met ( <u>All</u> in each category)	Public Benefit
 15 Points	<p>100% ownership (or Directors) live in the Maranoa region            100% employees residents of the Maranoa region            Head office is in the Maranoa region</p> <p><i>For maintenance and construction projects:            Commitment to greater than 75% of sub-contractors and procurement from within the region.</i></p> <p><i>For service based businesses, the equivalent would be greater than 75% of supplies sourced from within the region.</i></p> <p><i>Buy Local acquittal at end of project / contract - non-compliance will impact rating for subsequent tenders.</i></p>	<p>Individual company's profits and salaries/wages stay within the Maranoa region.            Strong investment in the Maranoa region.</p> <p>Demonstrated that benefit of tender is not about increasing the profit of an individual – benefit is spread within the community.</p> <p>Enables Council to report on tangible/actual public benefits.</p>
 12 Points	<p>&gt; 75% ownership (or Directors) live in the Maranoa region            &gt; 75% employees residents of the Maranoa region            Head office is in the Maranoa region</p> <p><i>For maintenance and construction projects:            Greater than 50% of sub-contractors and procurement from within the region.</i></p> <p><i>For service based businesses, the equivalent would be greater than 50% of supplies sourced from within the region.</i></p> <p><i>Buy Local acquittal at end of project / contract - non-compliance will impact rating for subsequent tenders.</i></p>	<p>Significant funds (profits and salaries/wages) stay within the Maranoa region.</p> <p>Strong investment in the Maranoa region.</p> <p>Majority of ratepayer funds reinvested in the local economy. Enables Council to report on tangible/actual public benefits.</p>
 9 Points	<p>&gt; 50% ownership (or Directors) live in the Maranoa region            &gt; 50% employees are residents of the Maranoa region            Office/Branch in the Maranoa region</p> <p><i>For maintenance and construction projects:            Greater than 50% of sub-contractors and procurement from within the region.</i></p> <p><i>For service based businesses, the equivalent would be greater than 50% of supplies sourced from within the region.</i></p> <p><i>Buy Local acquittal at end of project / contract - non-compliance will impact rating for subsequent tenders.</i></p>	<p>Majority of funds (profits and salaries/wages) stay within the Maranoa region.</p> <p>Investment in the Maranoa region.</p> <p>Majority of ratepayer funds reinvested in the local economy. Enables Council to report on tangible/actual public benefits.</p>
 6 Points	<p>1 or more owners / Directors live in the Maranoa region            Employs residents of the Maranoa region            Office in the Maranoa region</p> <p><i>For maintenance and construction projects:            Greater than 50% of sub-contractors and procurement from within the region.            For service based businesses, the equivalent would be greater than 50% of supplies sourced from within the region.</i></p> <p><i>Buy Local acquittal at end of project / contract - non-compliance will impact rating for subsequent tenders.</i></p>	<p>Majority of profits leave the Maranoa region, but the majority of salaries/wages stay within the Maranoa region, and creates local employment with investment in the Maranoa region.</p> <p>Majority of ratepayer funds reinvested in the local economy. Enables Council to report on tangible/actual public benefits.</p>

Star Rating – Local Content	Criteria to be Met (All in each category)	Public Benefit
 <b>3 Points</b>	<p>Principal place of business in South West Queensland (Toowoomba &amp; West of Toowoomba) AND Employs residents of the Maranoa region Office in the Maranoa region</p> <p><i>For maintenance and construction projects: Greater than 50% of sub-contractors and procurement from within the region. For service based businesses, the equivalent would be greater than 50% of supplies sourced from within the region.</i></p> <p><i>Buy Local acquittal at end of project / contract - non-compliance will impact rating for subsequent tenders.</i></p>	<p>Benefits broader regional economy.</p> <p>The Maranoa region has important and valued connections with Toowoomba being the closest, largest regional centre. We rely on it to supplement services where our local economy is not sufficiently large to sustain provision of those services.</p> <p>Council recognises the importance of a thriving and diverse range of services in driving distance to the Maranoa region. Council also recognises the opportunity for each of the local government areas further west of Toowoomba, including our immediate neighbours, to complement and access each other's available goods and services, thereby creating reciprocal benefits to our local economies.</p> <p>Majority of ratepayer funds reinvested in the local economy. Enables Council to report on tangible/actual public benefits.</p>
CARRIED		6/0

<b>Responsible Officer</b>	<b>Chief Executive Officer</b>
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**CORPORATE, COMMUNITY & COMMERCIAL SERVICES**

Item Number: 11.1 File Number: D15/69405

**SUBJECT HEADING: COUNCIL INITIATED ADVISORY COMMITTEE MEETING MINUTES**

**Author and Officer's Title: Kelly Rogers, Coordinator - Elected Members & Community Engagement**

***Executive Summary:***

*As part of Council's Draft Community Engagement Strategy, Council has initiated a number of Advisory Committees to seek community and stakeholder input on key projects and businesses of Council. Feedback, or the outcomes of these forums, assists Council to identify priorities, inform decisions and develop future strategies and policies.*

*This report provided a copy of the confirmed meeting minutes of the advisory committees that held meetings during the months of May 2015 - July 2015.*

<b>Resolution No. GM/09.2015/50</b>	
<b>Moved Cr Chambers</b>	<b>Seconded Cr Newman</b>
<b>That Council receive and note the confirmed minutes of the following Advisory Committee meetings:</b>	
<ul style="list-style-type: none"> <li>• <b>Wild Dog Advisory Committee Meeting – 21/05/15</b></li> <li>• <b>Roma Saleyards Advisory Committee Meeting – 25/06/15</b></li> <li>• <b>Roma Saleyards Advisory Committee Meeting – 30/07/15</b></li> <li>• <b>Airport Advisory Committee Meeting – 09/07/15</b></li> <li>• <b>Wallumbilla Show Grounds Advisory Committee Meeting – 18/06/15</b></li> </ul>	
CARRIED	6/0

<b>Responsible Officer</b>	<b>Coordinator - Elected Members &amp; Community Engagement</b>
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**Item Number:** 11.2 **File Number:** D15/77294

**SUBJECT HEADING:** MONTHLY FINANCIAL STATEMENTS JULY & AUGUST

**Author and Officer's Title:** Michael Chow, Specialist - Finance Systems Support

**Executive Summary:**

*The purpose of this report was for Council to receive a monthly financial report in accordance with section 204 of the Local Government Regulation 2012 for the months of July and August 2015.*

**Resolution No. GM/09.2015/51**

**Moved Cr Chambers**

**Seconded Cr Denton**

**That Council receive and note the financial reports to 31 July 2015 and 31 August 2015.**

CARRIED

6/0

**Responsible Officer**

**Specialist - Finance Systems Support**

**Item Number:** 11.3 **File Number:** D15/77362

**SUBJECT HEADING:** ANNUAL FINANCIAL STATEMENTS 2014/15

**Author and Officer's Title:** Deelea (Dee) Sullivan, Specialist - Accounting Services

**Executive Summary:**

*The Annual Financial Statements for the financial year ending 30 June 2015 are prepared in accordance with the Australian Accounting Standards, Local Government Act 2009, and Local Government Regulation 2012.*

*On 21 September 2015, the Maranoa Regional Council (MRC) Audit Committee considered the Annual Financial Statements for the year ended 30 June 2015 (which includes the general purpose financial statements and current year financial sustainability statement), and Council's Long Term Financial Sustainability Statement for 2014/15.*

**Discussion:**

The Chief Executive Officer acknowledged the efforts of staff in delivering a timely and comprehensive suite of financial statements.

**Resolution No. GM/09.2015/52**

**Moved Cr Denton**

**Seconded Cr Scheffe**

**That Council:**

1. **Approve in principle the Annual Financial Statements and associated tabled documents, including the:**
  - general purpose financial statements;
  - current year financial sustainability statement; and
  - Long Term Financial Sustainability Statement for the year ended 30 June, 2015.
2. **Through the Chief Executive Officer, endorse the Director Corporate, Community and Commercial Services to implement any changes to the annual Financial Statements that may be recommended by the Auditor-General's delegate. A summary of the changes will be presented at the next Audit Committee meeting (if applicable).**



3. Authorise the Mayor and Chief Executive Officer to sign the certificate certifying whether, in their opinion:

- in relation to the general purpose financial statements:
  - any requirements prescribed under the Act or another Act for establishing and keeping the local government's accounts have been complied with in all material respects; and
  - the statements present a true and fair view, in compliance with the prescribed accounting standards, of the local government's transactions for the financial year and financial position at the end of the year; and
- in relation to the current-year financial sustainability statement and the long-term financial sustainability statement, the statements have been accurately calculated.

CARRIED

6/0

<b>Responsible Officer</b>	<b>Specialist - Accounting Services</b>
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**Item Number:** 11.4 **File Number:** D15/77586

**SUBJECT HEADING:** CONSIDERATION OF ELECTED MEMBER ATTENDANCE AT CONFERENCES

**Author and Officer's Title:** Kelly Rogers, Coordinator - Elected Members & Community Engagement

***Executive Summary:***

*The report sought formalisation of Elected Member attendance at an upcoming conference as part of advocacy activities and/or enhancing strategy and policy development for Maranoa Regional Council.*

**Resolution No. GM/09.2015/53**

**Moved Cr Price**

**Seconded Cr Chambers**

**That Council endorse the attendance of:**

- Cr. Scott Wason at the National Export and Innovation Conference (AG in the Asian Century 2015) on 22 – 24 September 2015 in Toowoomba;
- Cr. Ree Price at the Australian Regional Tourism Convention (ARTN) on 19 – 22 October 2015 in Victor Harbour, South Australia; and
- Cr. Ree Price at the Outback Queensland Tourism Awards on 25 – 29 October 2015 in Barcaldine.

CARRIED

6/0

<b>Responsible Officer</b>	<b>Coordinator - Elected Members &amp; Community Engagement</b>
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**INFRASTRUCTURE SERVICES**
**Item Number:** 12.1 **File Number:** D15/77159

**SUBJECT HEADING:** PRESSURE SEWER POLICY

**Author and Officer's Title:** Benjamin (Ben) Godford, Coordinator - Water, Sewerage & Gas Projects, Compliance & Laboratory

**Executive Summary:**

Previously there was no Pressure Sewer Policy to outline requirements for new Pressure Sewer installations. To avoid having varying systems, this policy has been created to outline Council's requirements.

**Resolution No. GM/09.2015/54**
**Moved Cr Scheffe**
**Seconded Cr Denton**
**That Council endorse the Pressure Sewer Policy as follows:**
**1. Purpose**

This policy provides a framework to guide development affecting new and existing sewerage infrastructure in relation to pressure sewers across Maranoa Regional Council.

**2. Scope**

The scope of this policy is limited to:

- Sewer usage
- Sewer applications
- Sewer connections
- Sewer extensions
- Sewer disconnections
- Design of sewer systems
- Design approval process
- Construction of sewer systems
- Easements
- Maintenance
- Ownership

These aspects are in relation to pressure sewer systems.

**3. Definitions**

Boundary kit	Valve at the property boundary incorporating isolation valve, non return valve and inspection tee piece.
Collection tank	On-property storage tank for the collection and storage of flows from the customer sanitary drain(s).
Control panel	The box incorporating the electrical controls and alarm components for the pump.
Council	Maranoa Regional Council (MRC).

<b>Emergency storage</b>	That capacity in the storage vessel above the high level alarm point.
<b>On-property components</b>	Includes the boundary kit, collection tank, pump unit, property discharge line and control / alarm panel.
<b>Pump unit</b>	Comprises of grinder pump used to pump liquid and macerated solids.
<b>Standard connection</b>	A DN40 property connection (or property discharge line) suitable for a single dwelling equivalent to 1 ET.

## 4. Details

### 4.1 Sewer Usage

4.1.1 Gravity sewer is the mandatory collection system unless it can be proven otherwise. Council may permit the use of pressure sewer systems where they are fully justified. Circumstances where pressure sewer systems can be considered are detailed in the current Water Services Association of Australia (WSAA) Code 07. Pressure sewer systems will only be considered where it is:

- Being used to overcome specific site constraints.
- Traditional gravity sewer is not viable.
- In smaller catchments where a Council pump station could be avoided.
- For servicing properties that are otherwise unsewered and rely upon on site treatment and disposal on soils that are unsuitable for the proposed lot sizes.

Council shall place an additional sewer charge on these properties to cover maintenance of these systems.

4.1.2 Pressure sewers may be used for non-residential lots where effluent quality and quantity is equivalent to residential. For large industrial or commercial development, pressure sewers will only be considered once alternative configurations have been eliminated.

4.1.3 Adoption of any pressure sewer system is required to demonstrate how it meets the requirements as set out in this policy.

### 4.2 Sewer Application

4.2.1 All applications are to be made in accordance with the Plumbing & Drainage Act 2002. Such an approval under this Act is deemed an approval under the Water Supply (Safety & Reliability) Act 2008.

4.2.2 All works involving building over or near Council infrastructure must comply with the Queensland Development Code Mandatory Policy 1.4 requirements and Council policies.

4.2.3 All work on existing infrastructure or live sewer works in relation to connections, relocation, renewal, maintenance and/or repair must be undertaken by Council or as approved by Council.

#### 4.3 Sewer Connections

4.3.1 For subdivisions, the full cost of constructing new sewers, connecting new sewerage infrastructure and providing property connections shall be at the developer's cost.

4.3.2 The full cost of providing property connections to existing infrastructure to service private property shall be at the expense of the property owner. All connections other than a standard connection will require a written quotation.

4.3.3 There shall be at least one system installed for each property. However, one system may be permitted to service more than one building.

4.3.4 All requests for a connection will be considered by Council upon written request. The applicant is responsible for all costs in accordance with Council's fees and charges.

4.3.5 The on-property components will be constructed upon appropriate application by the property owner. The design and construction for the on property components will not occur until the property owner's building application has been approved and construction has commenced.

4.3.6 The design and construction for the on property components will not occur until the property owner's building application has been approved and construction has commenced. The upgrade of any electrical systems to cater for the increased load shall be at the property owner's expense.

4.3.7 If on-property components are required to be relocated for building extension purposes or for any other reason, the full cost of such works shall be met by the property owner. Written application must be made to Council for approval and a written quotation.

#### 4.3.8 Strata / group titles

Existing lots will be provided one service (DN40) unless application is made to Council for a larger service and / or additional services.

#### **4.3.9 Amalgamated lots**

Old services to be disconnected. Only one service (DN40) to be connected unless application is made to Council for a larger service.

**4.3.10** The resident's plumber will be required to connect to the Council provided Connection Point. That connection is to be made as per conditions in the plumbing approval.

**4.3.11** If the on-property components are required to be larger than standard, the receiving system will be checked against design standards and upgraded appropriately at the cost of the property owner/developer.

#### **4.4 Sewer Extensions**

**4.4.1** For subdivisions, the full cost of sewer main extensions is the responsibility of the developer.

**4.4.2** The full cost of sewer main extensions to service private property shall be carried out at the expense of the property owner.

**4.4.3** All work associated with relocation or renewal of sewer infrastructure shall be carried out by Council prior to the commencement of any building works by the developer. Relocation of sewer infrastructure or renewal and protection of sewer infrastructure as a result of development or subdivision shall be at developer's or land owner's cost.

#### **4.5 Sewer Disconnections**

**4.5.1** Applications must comply with section 4.2.

**4.5.2** Sewer disconnections may be considered by Council upon written request. The applicant is responsible for all costs associated with the disconnection.

**4.5.3** Disconnection of sewer services to allotments with an existing structure will not be approved.

**4.5.4** Existing services may be disconnected upon application to Council by the owner and payment of the disconnection fee as per Council's fees and charges.

#### 4.6 Design of Sewer Networks

4.6.1 Design of pressure sewer systems shall be in accordance with this policy, the current Water Services Association of Australia (WSAA) Code 07 and Maranoa Regional Council Addendum for WSA 07.

4.6.2 Any pressure sewer system design needs to include a flushing program that sets out the frequency of any flushing and the flushing points to be used, particularly covering the early stages of development. Accordingly any new development submission must include the frequency of flushing based on the number of houses connected at any time within the area being served. A table will be required to provide a guide to maintenance activities. If the flushing requirements for the development are too onerous, Council may refuse handover until they become less onerous.

4.6.3 A Radio Survey report shall be provided at the application stage(s) by the developer that includes but is not limited to:

- Hub locations.
- Communication protocols.

#### 4.7 Design Approval Process

4.7.1 The Proponent / Developer (and their system Designer) of a pressure sewer system will need to go through the following two stage process to gain approval.

- Hold an initial meeting with Council to agree the key parameters for a study of the potential technologies that can be used to service the development.

The Developer and/or the developer's designer are required to bring the following to that initial meeting:

- A clear indication of the preferred type of pressure sewer technology for the particular application.
- A preliminary pressure sewer layout drawing.
- The Designer's preliminary notes, including preliminary estimates of actual pump heads likely to be incurred at the individual homes.
- A summary of capital and operational costs, clearly demonstrating that pressure sewer will be more cost effective than conventional gravity sewerage. All assumptions made in that process need to be identified.
- Details of the flows likely to be discharged into Council's sewerage system and these should also set out all of the stages of the particular development so that a discharge point can be determined.
- Details of the Designer's experience with pressure sewer systems, including examples of where they have designed these systems before.

- Adjoining land zonings.
- Topographic considerations, including catchment boundaries and contour information.
- Past and future development profiles, including land release projections, etc.
- Likely study area description.
- Any other information that may be pertinent to the proposed development and future surrounding developments.

Following the initial meeting, Council will indicate in writing if pressure sewer systems can be pursued in the Development Application.

- Second meeting with Council so that final approval to use pressure sewer technology in the Development Application will be given conditional upon:
  - The production of a final design that meets the design requirements, as set out in the design manual.
  - A hydraulic computer model of the pressure sewer system which identifies and confirms pipe sizes and details the anticipated pressures at the differing contour points for the development.
  - Proof that no odour will be generated in relation to sewage discharged from the pressure sewer system and further verification that the quality of effluent produced will not add difficulties to the treatment plant. This includes details of any in main treatment or odour suppression equipment.
  - Confirmation of the pumping units to be used in the development, and the number of spare units being provided. These units will need to meet the requirements spelt out in this policy.
  - Environmental impacts of the proposal.
  - How the remainder of the subdivision is to be serviced, if the application is only for part of the development.
  - Details of flushing points and the preparation of a flushing program during the growth of the development. The frequency of this flushing needs to be indicated in the form of a full flushing program.
  - Details of pipes, valves and fittings.

Final approval will be given by Council in writing.

#### **4.8 Construction of Sewer Networks**

4.8.1 Construction of pressure sewer systems shall be in accordance with this policy, the current Water Services Association of Australia (WSAA) Code 07 and Maranoa Regional Council Addendum for WSA 07.

4.8.2 The full cost of the pressure sewer system shall be met by the developer, including any changes required to the existing sewerage network. The developer will be required to contribute sufficient funds to Council for the construction of the unconstructed elements (the on-property components) based on a standard connection and the number of lots at development application stage.

4.8.3 The cost of upgrading the on-property components from that of a standard connection shall be met by the property owner e.g. to cater for swimming pools, spas or for any other reason.

4.8.4 Council will not accept handover of any unauthorised pressure technology.

4.8.5 The developer will be responsible for the construction and testing of hub locations and other requirements as stated in the Radio Survey. Demonstration that the system operates and communicates with Councils existing system is required at developers cost, including required upgrades.

4.8.6 On Maintenance Inspections and Maintenance Period.

Works approved for 'On Maintenance' will be placed 'On Maintenance' for a period of 12 months, or as otherwise advised by Council, from the date of formal notification by Council.

During this period, responsibility and liability for rectification of defects and for any damage that may occur, regardless of the cause, lies with the developer, not the Council. Steps must be taken by the developer to prevent damage occurring during the maintenance period including damage likely to be caused during on site construction.

Before reticulation pipelines can be accepted 'On Maintenance', testing certification for the following is required:

- Verification that the lines have been cleaned by the use of compressed air.
- Verification that the lines have been flushed clean (using water) and have been left full.
- Verification that the sealed pipes have been raised and pressure tested as laid out in WSA 07.

The developer will be responsible for the costs of the flushing program during the 'On Maintenance' period.



#### **4.8.7 Council Off Maintenance Inspection.**

The purpose of the 'Off Maintenance inspection' is to ensure that the constructed works have performed satisfactorily during the 'On Maintenance Period'. Any further defects identified during Off Maintenance Inspections are to be rectified at the developer's cost before works are certified as being Off Maintenance.

#### **4.8.8 Defects in Live Sewers.**

Any defects identified in live sewers during the Maintenance period are to be rectified by the Council at Developer's cost.

**4.8.9** Within each specific development, the designer must stipulate and clearly identify what type (brand) of pumping units the design has been based upon. Once approved, only that type of technology will be used for the remainder of that development, unless it can be clearly identified and agreed upon by both Council and the applicant that the design is not suitable. Specifications and Guidelines covering the type of technologies allowed by Council can be obtained by contacting Council.

### **4.9 Easements**

**4.9.1** The installation of pipelines for sewage, apart from the standard connection, is to have easements created where they traverse private property.

**4.9.2** The easement instrument must reserve the right for Council to enter the easement at any time without notice for the purpose of constructing, extending, maintaining, controlling, management of the work, inspecting or replacing.

**4.9.3** Easements are to remain clear with no buildings or other structures.

### **4.10 Maintenance**

**4.10.1** In the case of a house blockage, it is the responsibility of the property owner to establish whether the blockage is in the private house drain within the property, in the sewer extension, or in the main line.

**4.10.2** If the blockage is located within the property house drainage, the property owner must proceed at own cost. If the blockage is found to be in the standard connection or main line, rectification work will be carried out by Council.

**4.10.3** Council will not accept responsibility for any costs incurred by the owner in relation to locating the blockage where the blockage was found to be located in the house drainage.

4.10.4 Each property will be entitled to one complimentary call out per financial year. Any additional call outs will be paid for at cost by the property owner. If the call out is due to equipment failure which has been determined to not be caused by the user, no additional fee will be charged. Servicing will be carried out by Council on an as needs basis.

If it is found that the fault is caused by the property owner's activities, Council will determine the appropriate fee.

4.10.5 The number of pressure sewer technologies available in the market is increasing. It is impractical for Council to hold spares for all of these. Council will at any time only support a limited range of authorised technologies. Council should be contacted for authorised technologies.

#### 4.11 Ownership

4.11.1 Council will own the system including the on-property components and will carry out maintenance as required. The property owner is to provide electricity to the unit and pay power costs.

### Special Provisions

### Related Policies and Legislation

*Water Act 2000*

*Water Supply (Safety & Reliability) Act 2008*

*Plumbing & Drainage Act 2002*

*Local Government Act 2009*

### Associated Documents

*WSA Code 07 – 2007, Pressure Sewerage Code of Australia*

CARRIED

6/0

<b>Responsible Officer</b>	<b>Coordinator - Water, Sewerage &amp; Gas Projects, Compliance &amp; Laboratory</b>
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**Item Number:** 12.2 **File Number:** D15/77176

**SUBJECT HEADING:** REINSTATEMENT OF WATER RESTRICTIONS

**Author and Officer's Title:** (Ben) Godford, Coordinator - Water, Sewerage & Gas Projects, Compliance & Laboratory

#### ***Executive Summary:***

*Council allowed a relaxation to water restrictions during the winter months this year. In preparation for the increased demand brought by summer, it is now appropriate to return to regular summer water restrictions.*

**Resolution No. GM/09.2015/55**

**Moved Cr Newman**

**Seconded Cr Schefe**

**That Council:**

1. Cease the winter relaxations and return to regular summer water restrictions throughout the Maranoa (effective immediately upon this being formally communicated across the region) as follows:

All potable (drinking) water users in towns across the Maranoa (with the exception of Surat).

- Odd numbered properties may water on Tuesdays, Thursdays and Saturdays. *No watering between the hours of 9am to 4pm.*
- Even numbered properties may water on Wednesdays, Fridays and Sundays. *No watering between the hours of 9am to 4pm.*
- On Mondays, hand held hoses are permitted but no unattended hoses or sprinklers may be used by any domestic households or businesses unless prior written approval has been granted.

Surat's water restrictions differ slightly due to the raw water distribution system. Surat's watering schedule for both potable and raw water is:

- Monday, Wednesday, Friday & Sunday East may water. *No watering between the hours of 9am to 4pm.*
- Monday, Tuesday, Thursday & Saturday West may water. *No watering between the hours of 9am to 4pm.*

2. Be provided a draft policy which provides a framework for annual summer and winter water restrictions at the next General Meeting on 14 October 2015.

CARRIED

6/0

<b>Responsible Officer</b>	<b>Coordinator - Water, Sewerage &amp; Gas Projects, Compliance &amp; Laboratory</b>
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**Item Number:** 12.3 **File Number:** D15/77232

**SUBJECT HEADING:** AMBY MASTER DRAINAGE STUDY

**Author and Officer's Title:** Kym Downey, Manager - Strategic Project Planning & Asset Management

***Executive Summary:***

*Council received the Amby Master Drainage Study report from BMT WBM.*

**Resolution No. GM/09.2015/56**

**Moved Cr Chambers**

**Seconded Cr Price**

**That Council:**

1. Adopt the final report for the Amby Master Drainage Study as presented.
2. Make the study available for public access, and advise the Amby Progress Association of its completion.

CARRIED

6/0

**Responsible Officer**
**Manager - Strategic Project Planning & Asset Management**
**DEVELOPMENT, FACILITIES & ENVIRONMENTAL SERVICES**
**Item Number:**

13.1

**File Number: D15/74877**
**SUBJECT HEADING:**
**ROYAL HOTEL / ROMA CBD PROJECT INTEGRATION**
**Author and Officer's Title:**
**David Fermer, Coordinator - Planning**
**Executive Summary:**

The reconstruction of the Royal Hotel Roma is programmed during the 2015/16 financial year by the developer. The construction of the CBD redevelopment project by Council (Work Program task 2549/3083) is also programmed for this financial year, commencing with the Arthur/McDowall street intersection. Design works for this intersection have now commenced.

The report recommended that the Hawthorne/McDowall streets' intersection design also commence, given that the construction programs of each project will require coordination.

**Resolution No. GM/09.2015/57**
**Moved Cr Newman**
**Seconded Cr Price**
**That Council:**

1. Complete the design documentation for the Hawthorne/McDowall street intersection upgrade for the CBD redevelopment project, including an itemised estimation of Council's and the developer's components of the intersection works, with associated costings.
2. Confirm the selection of materials to be used in the CBD redevelopment will include 40mm Juparana stone pavers on concrete base.
3. Request further information from the developer indicating where the discharge point / points for the hotel stormwater are proposed to be located.
4. Confirm the construction program for Council's portion of the Hawthorne/McDowall Street intersection upgrade works following receipt of the design documentation.
5. Exchange construction programs with the developer to enable successful coordination of the works.

CARRIED

6/0

**Responsible Officer**
**Coordinator - Planning**

**Item Number:** 13.2 **File Number:** D15/76674

**SUBJECT HEADING:** PROPOSED MINISTERIAL DESIGNATION OF LAND FOR COMMUNITY INFRASTRUCTURE - ROMA FIRE AND RESCUE STATION

**Author and Officer's Title:** Tanya Mansfield, Manager - Facilities (Land, Buildings & Structures)

**Executive Summary:**

*The Public Safety Business Agency (PSBA) has identified the need to designate land located at 39 McDowall Street Roma, for community infrastructure.*

*Council was asked to consider the proposal and consider providing a written submission to the Queensland Government, Public Safety Business Agency. Council will have two opportunities to review the proposal and make a submission. Following consideration of any submissions received during this round of consultation, the proposed designation will be publicly advertised with submissions again invited from relevant stakeholder groups as well as the wider community.*

<b>Resolution No. GM/09.2015/58</b>	
<b>Moved Cr Price</b>	<b>Seconded Cr Newman</b>
That Council acknowledge the Public Safety Business Agency (PSBA)'s proposed designation under the Sustainable Planning Act 2009 (Chapter 5) of Lot 7 on SP277912 for community infrastructure.	
CARRIED	6/0

<b>Responsible Officer</b>	<b>Manager - Facilities (Land, Buildings &amp; Structures)</b>
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**Item Number:** 13.3 **File Number:** D15/76753

**SUBJECT HEADING:** ORANGE HILL RURAL FIRE SHED

**Author and Officer's Title:** Tanya Mansfield, Manager - Facilities (Land, Buildings & Structures)

**Executive Summary:**

*The Public Safety Business Agency is proposing to construct a new facility for the Orange Hill Rural Fire Brigade on reserve land located approximately 14.28 kilometres north of Roma.*

*Council was asked to consider the proposal.*

<b>Resolution No. GM/09.2015/59</b>	
<b>Moved Cr Denton</b>	<b>Seconded Cr Scheffe</b>
That Council advise that it has no objection to the Public Safety Business Agency's proposal to construct a new facility for the Orange Hill Rural Fire Brigade, on reserve land located approximately 14.28 kilometres north of Roma subject to the following conditions:	
<ul style="list-style-type: none"> <li>• All necessary planning and building approvals and permits are secured; and</li> <li>• The facility is fenced by the applicant to prevent access by stock travelling the stock route.</li> </ul>	
CARRIED	6/0

<b>Responsible Officer</b>	<b>Manager - Facilities (Land, Buildings &amp; Structures)</b>
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**Item Number:** 13.4 **File Number:** D15/76999

**SUBJECT HEADING:** SHED DEMOLITION - THE OLD BUTTER FACTORY

**Author and Officer's Title:** Dee Schafer, Support Officer - Facilities

**Executive Summary:**

*Council's consideration was sought to remove the old timber shed located at 18 – 20 Station Street, Roma, being the old Butter Factory site.*

*At its General Meeting held on 10 June 2015, Council resolved to offer for tender the lease or sale of Lot 1 on R8650 and Lot 2 on R8688, being the site known as the old butter factory.*

*Since the meeting, it has been identified that the old shed on the site is in a poor state of repair and unsafe.*

<b>Resolution No. GM/09.2015/60</b>	
<b>Moved Cr Denton</b>	<b>Seconded Cr Scheffe</b>
<b>That Council:</b>	
<ol style="list-style-type: none"> <li><b>Demolish the old timber shed located at the Old Butter Factory with the cost of works estimated at \$15,000 to be funded from WO14084.2330.2001.</b></li> <li><b>Notify all tenderers of this decision.</b></li> </ol>	
CARRIED	6/0

<b>Responsible Officer</b>	<b>Support Officer - Facilities</b>
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**Item Number:** 13.5 **File Number:** D15/77001

**SUBJECT HEADING:** AUGUST POOL REPORTS

**Author and Officer's Title:** Amanda Taylor, Coordinator - Buildings & Structures Maintenance

**Executive Summary:**

*Across the region Council maintains five swimming pool complexes and The Great Artesian Spa Complex. The pools are operated by Contractors under management arrangements. Contractors provide monthly reports to Council identifying attendance, pool temperatures, chemical levels, maintenance issues and consumables.*

*Reports for the month of August were presented for Council's information.*

<b>Resolution No. GM/09.2015/61</b>	
<b>Moved Cr Newman</b>	<b>Seconded Cr Chambers</b>
<b>That Council:</b>	
<ol style="list-style-type: none"> <li><b>Receive the regional swimming pool reports for the month of August 2015.</b></li> <li><b>Advise the Injune community of the closure of the Injune swimming pool to allow upgrade works to be completed, and further that the reason for the delay in works commencing be communicated to the Swimming Club.</b></li> </ol>	
CARRIED	6/0

<b>Responsible Officer</b>	<b>Coordinator - Buildings &amp; Structures Maintenance</b>
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**Item Number:** 13.6 **File Number:** D15/77089

**SUBJECT HEADING:** IN-KIND SUPPORT FOR ROMA CUP 2015

**Author and Officer's Title:** Ryan Gittins, Specialist - Business Development

**Executive Summary:**

*For several years Council has provided financial and in-kind support to the Roma Cup 2015 event, valued at \$1,500 and \$7,500 per annum, respectively.*

*Historically, the in-kind budget has been absorbed through the installation of traffic control measures on Northern Road. The Roma Turf Club has requested that Council redirect its in-kind support for the 2015 event, considering that limited traffic control measures are now required.*

**Discussion:**

Council determined that the matter be discussed as part of the Confidential segment of the agenda due to budgetary implications requiring further discussion.

**Resolution No. GM/09.2015/62**

**Moved Cr Chambers**

**Seconded Cr Price**

**That the matter be discussed as part of the Confidential segment of the Agenda in accordance with Section 275 (c) of the Local Government Regulation 2012.**

CARRIED

6/0

**Responsible Officer**

**Item Number:** 13.7 **File Number:** D15/77280

**SUBJECT HEADING:** BROADBAND FOR SENIORS KIOSK FUNDING - LETTER OF OFFER

**Author and Officer's Title:** Michelle Blair, (Acting) Coordinator - Libraries, Arts & Culture

**Executive Summary:**

*The Roma, Injune and Mungallala Libraries currently operate five Broadband for Seniors kiosks that provide free internet access for seniors.*

*Council has received a Letter of Offer from Adult Learning Australia to access a \$360 per kiosk subsidy to contribute towards the cost of internet access for the Broadband for Seniors' kiosks. The total funding contribution would be \$1,800 receipted to, and administered within, the Information Technology Solutions budget.*

**Resolution No. GM/09.2015/63**

**Moved Cr Chambers**

**Seconded Cr Newman**

**That Council accept the offer of \$1,800 from Adult Learning Australia towards the cost of providing broadband access to Seniors' internet kiosks until 30 June 2016.**

CARRIED

6/0

**Responsible Officer**

**(Acting) Coordinator - Libraries, Arts & Culture**



Item Number: 13.8 File Number: D15/77455

**SUBJECT HEADING:** SPORT & RECREATION PROJECT TO BE SUBMITTED FOR FUNDING – TOILET BLOCK AT MITCHELL RSL SPORTING COMPLEX

**Author and Officer's Title:** Susan (Sue) Sands, Coordinator - Grants, Local Development & Council Events

**Executive Summary:**

*Council is eligible to submit projects for funding under the Queensland Government Get Playing Places and Spaces program.*

*Eligible organisations can apply for funding up to \$100,000. Applicants will need to contribute a minimum of 20% to the total eligible project costs.*

*Successful projects are announced in November 2015, and commence after 1 January 2016.*

*Funding is provided for new or upgraded sport and recreation facility projects.*

*The following project was put forward:  
 - Toilet block at Mitchell RSL Sporting Complex.*

**Resolution No. GM/09.2015/64**

**Moved Cr Price**

**Seconded Cr Denton**

**That Council:**

1. **Apply for funding for the toilet block for the Mitchell RSL Sporting Complex under the Get Playing Places and Spaces program (approximate cost of \$150,000).**
2. **Commit to providing the required co-contribution to allow delivery of the successful project within the designated time-frame.**
3. **Authorise the Chief Executive Officer to sign the appropriate sub-agreement with the Department of National Parks, Sport & Racing, if the application is successful, on behalf of Council.**

CARRIED

6/0

**Responsible Officer**

**Coordinator - Grants, Local Development & Council Events**

**COUNCILLOR BUSINESS**

Item Number: 22.1 File Number: D15/77738

**SUBJECT HEADING:** ROMA SALEYARDS ADVISORY COMMITTEE RECOMMENDATION – ADDITIONAL WATER YARDS

**Author and Councillor's Title:** Cr. Scott Wason

**Executive Summary:**

*Council was asked to consider a recommendation put forward by the Saleyards Advisory Committee at their meeting held on 25 June 2015. It was recommended that the current budget allocation for construction of additional holding/water pens be instead allocated for construction of flow through gates at the Roma Saleyards, due to a shortage of holding yards.*

**Resolution No. GM/09.2015/65**

**Moved Cr Denton**

**Seconded Cr Price**

**That Council:**

1. Not proceed with construction of flow through gates at the Roma Saleyards this financial year.
2. Reallocate funds of \$150,000 to the construction of additional water yards at the Roma Saleyards within the 2015/16 budget.
3. Further investigate the requirements and associated costs to construct additional water yards.
4. Be provided a report outlining the results of these investigations.

CARRIED

6/0

**Responsible Officer**

**Manager - Saleyards**

**LATE ITEMS**

**Item Number:**

L.1

**File Number: D15/77098**

**SUBJECT HEADING:**

**EXPRESSION OF INTEREST - SURPLUS DEMOUNTABLE AMENITY BLOCK, INJUNE**

**Author and Officer's Title:**

**Dee Schafer, Support Officer - Facilities**

***Executive Summary:***

*Council invited expressions of interest from not-for-profit community groups located in the Maranoa Region interested in acquiring the demountable amenity that is located at the Injune Rodeo Grounds with removal costs and reestablishment of the building at the new site to be borne by the successful applicant community group.*

*Council was asked to consider the expression of interest received.*

**Resolution No. GM/09.2015/66**

**Moved Cr Denton**

**Seconded Cr Schefe**

**That Council gift to the Injune Campdrafting Association Incorporated the demountable amenity block located at the Injune Rodeo Grounds subject to the following conditions:**

- The Injune Campdrafting Association Incorporated cover all relocation and re-establishment costs and comply with all Workplace Health and Safety requirements;
- The Injune Campdrafting Association Incorporated are required to acquire all necessary building approvals; and
- The demountable amenity block is to be removed within a timeframe negotiated with Council, with consideration given to the upcoming Injune Rodeo to be held on 14 November 2015.

CARRIED

6/0

**Responsible Officer**

**Support Officer - Facilities**

**Item Number:** L.2 **File Number:** D15/69673

**SUBJECT HEADING:** PROPOSED AMENDMENT - SUBORDINATE LOCAL LAW NO. 1.5 (KEEPING OF ANIMALS) 2011 - SUBORDINATE LOCAL LAW NO. 2 (ANIMAL MANAGEMENT) 2011

**Author and Officer's Title:** Julie Neil, Customer & Community Services

**Executive Summary:**

Council undertook a review of its Local Laws with regards to Animal Management Subordinate Local Law (No.1) and Keeping of Animals Subordinate Local Law (No.1). At the 12 August, 2015 meeting, Council proposed changes to these subordinate local laws and has undertaken community consultation seeking views on the drafted application criteria. It was recommended that Council propose to make a Local Law (Amendment) to each of these as outlined within the officer's report.

**Discussion:**

Council determined that the matter should lay on the table pending receipt of additional information.

**Action:**

That the matter lay on the table for further discussion at a later point during the meeting, following receipt of additional information on the matter.

**Item Number:** L.3 **File Number:** D15/77277

**SUBJECT HEADING:** MITCHELL MASTER DRAINAGE STUDY REPORT

**Author and Officer's Title:** Kym Downey, Manager - Strategic Project Planning & Asset Management

**Executive Summary:**

Council received the Mitchell Master Drainage Study report from BMT WBM.

**Resolution No. GM/09.2015/67**

**Moved Cr Chambers**

**Seconded Cr Newman**

**That:**

1. Council adopt the final report for the Mitchell Master Drainage Study as presented.
2. Council delegate authority to the Chief Executive Officer to sign the Project Completion Report on behalf of Council.
3. Estimates for the recommended upgrades be provided to Council for future budget deliberations.

CARRIED

6/0

**Responsible Officer**

**Manager - Strategic Project Planning & Asset Management**

**Item Number:** L.4 **File Number:** D15/77350

**SUBJECT HEADING:** WASTE MANAGEMENT STRATEGY

**Author and Officer's Title:** Margaret Milla, Coordinator - Waste

**Executive Summary:**

The Waste Management Strategy Report has now been completed following public consultation with the Maranoa community. This Strategy aims to provide a pathway for Council to adequately and effectively manage waste in the future across the Maranoa region. Some of the key recommendations of the Strategy include:

- Upgrades of regional landfills to transfer stations;
- Further public consultation on the future of the regional waste facilities prior to implementing the proposed changes;
- Regional Waste Collection tender with costing of second bin recyclables collection within Roma, and formal drop off facilities for recyclable materials' collection at regional waste facilities;
- Waste education to encourage waste reduction across the Maranoa Regional Council area;
- Landfill closure plans for regional landfills.

**Discussion:**

Council and the Chief Executive Officer thanked staff for their efforts in producing the final strategy.

**Resolution No. GM/09.2015/68**

**Moved Cr Chambers**

**Seconded Cr Newman**

**That Council adopt the Waste Management Strategy as presented.**

CARRIED

6/0

**Responsible Officer**

**Coordinator - Waste**

**Item Number:**

**L.5**

**File Number:** D15/78511

**SUBJECT HEADING:**

**2016 ANNUAL SHOW (PUBLIC) HOLIDAYS**

**Author and Officer's Title:**

**Donald Wells, Manager - Strategic Human Resource Management**

**Executive Summary:**

The Minister for Employment and Industrial Relations, Honourable Curtis Pitt MP, has written to Council requesting applications to appoint a day to be a special holiday for 2016 within a specified district as per section 4 (1) of the Act.

Holidays of this nature are usually appointed in respect of an annual agricultural, horticultural or industrial show and are deemed as a Public Holiday.

**Resolution No. GM/09.2015/69**

**Moved Cr Price**

**Seconded Cr Scheffe**

**That the Chief Executive Officer write to the Minister responsible for the administration of the Holidays Act 1983 on behalf of Council and:**

- Advise the Minister of the 'Surat and Surrounds' survey results showing the majority of respondents' preferred date being the Roma Annual Show Holiday;

- Apply to the Minister for Friday, 6 May 2016 as a Special Holiday for the Roma Annual Show Holiday; and
- Apply to the Minister for Tuesday, 10 May 2016 as a Special Holiday for the Mitchell Annual Show Holiday.

CARRIED

6/0

**Responsible Officer**

**Manager - Strategic Human Resource Management**

### **MAYORAL MINUTE**

The Mayor acknowledged an official presentation that took place on 22 September 2015, where Council received an award from the Heart Foundation Queensland. Council was presented the category award winner of Queensland Councils with populations between 5,000 and 25,000 residents.

This was awarded in recognition of Council's leading program 'Be Healthy Maranoa,' delivering initiatives in support of physical activity and healthy lifestyles whilst fostering a strong sense of community connection. The Mayor accepted a cheque for \$2,000 as category award winners on behalf of Council.

The Mayor thanked staff for their achievement and efforts in leading the way for a healthier community.

The Mayor left the Chamber at 10.17am, and entered at 10.18am.

**Resolution No. GM/09.2015/70**

**Moved Cr Chambers**

**Seconded Cr Denton**

**That Council close the meeting to the public at 10.12am.**

CARRIED

6/0

**SUBJECT HEADING: SUSPENSION OF STANDING ORDERS**  
 COUNCIL ADJOURNED THE MEETING FOR MORNING TEA AT 10.54AM

**SUBJECT HEADING: RESUMPTION OF STANDING ORDERS**  
 COUNCIL RESUMED THE MEETING IN CLOSED SESSION AT 11.40 AM

The Mayor left the Chamber at 11.45am. Council then voted to nominate the role of Acting Chair, in the absence of the Mayor.

**Resolution No. GM/09.2015/71**

**Moved Cr Denton**

**Seconded Cr Chambers**

**That Cr. Scheffe be nominated Acting Chair, during any absences of the Mayor for the remainder of the meeting.**

CARRIED

5/0

Cr. Price declared a perceived 'Conflict of Interest' in Item C.9 – Compensation and Acquisition Agreement – Fairview Road, due to her having personal business arrangements with one of the parties referred to in the report. Cr. Price left the Chamber at 11.50am, taking no further part in discussion on the matter.

At cessation of discussion on the abovementioned item, Cr. Price entered the Chamber at 11.54am.

The Mayor entered the Chamber at 11.54am, assuming the Chair.

Cr. Price declared a perceived 'Conflict of Interest' in Item C.14 – Land Swap – Currey Street and Roma Airport, due to her having personal business arrangements with the applicant. Cr. Price left the Chamber at 12.14pm, taking no further part in discussions on the matter.

At cessation of discussions on the abovementioned item, Cr. Price entered the Chamber at 12.16pm.

The Mayor left the Chamber at 12.25pm, and entered at 12.26pm.

Cr. Denton left the Chamber at 12.40pm, and entered at 12.41pm.

**SUBJECT HEADING: SUSPENSION OF STANDING ORDERS**  
 COUNCIL ADJOURNED THE MEETING FOR LUNCH AT 12.45PM

**SUBJECT HEADING: RESUMPTION OF STANDING ORDERS**  
 COUNCIL RESUMED THE MEETING IN CLOSED SESSION AT 1.41PM

The Mayor left the Chamber at 2.07pm, with Cr. Scheffe assuming the role of Acting Chair.

The Mayor entered the Chamber at 2.11pm, assuming the Chair.

**Resolution No. GM/09.2015/72**

**Moved Cr Price**

**Seconded Cr Newman**

**That Council open the meeting to the public at 2.35pm.**

**CARRIED**

**6/0**

**SUBJECT HEADING: SUSPENSION OF STANDING ORDERS**  
 COUNCIL ADJOURNED THE MEETING FOR BRIEF RECESS AT 2.36PM

**SUBJECT HEADING: RESUMPTION OF STANDING ORDERS**  
 COUNCIL RESUMED THE MEETING IN CLOSED SESSION AT 2.47PM

### **CONFIDENTIAL ITEMS**

In accordance with the provisions of section 275 of the Local Government Regulation 2012, Council resolved to close the meeting to discuss items it has deemed to be of a confidential nature and specifically pertaining to the following sections:

- (c) the local government budget;
- (d) rating concessions;
- (e) contracts proposed to be made by it;
- (f) starting or defending legal proceedings involving the local government;
- (h) 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;

**Item Number:** 13.6 **File Number:** D15/77089

**SUBJECT HEADING:** IN-KIND SUPPORT FOR ROMA CUP 2015

**Author and Officer's Title:** Ryan Gittins, Specialist - Business Development

**Executive Summary:**

*For several years Council has provided financial and in-kind support to the Roma Cup event, valued at \$1,500 and \$7,500 per annum, respectively.*

*Historically, the in-kind budget has been absorbed through the installation of traffic control measures on Northern Road. The Roma Turf Club has requested that Council redirect its in-kind support for the 2015 event, considering that limited traffic control measures are now required.*

*This item had been moved to the confidential segment of the Agenda earlier during the meeting.*

**Resolution No. GM/09.2015/73**

**Moved Cr Price**

**Seconded Cr Denton**

**That Council approve the following support package for the 2015 Roma Cup, valued at \$5,166 (GST Inc.), with expenditure assigned to WO 15421, and a new work order for the capital contribution:**

- Fee waiver for associated dump fees, up to the value of \$1,500;
- Fee waiver for supply of water, up to the value of \$396;
- Hire of two digital message boards for a four day period, valued at \$770; and
- Contribution of \$2,500 towards the purchase and installation costs to air condition the 'Members' Bar' at Bassett Park.

CARRIED

6/0

**Responsible Officer**

**Specialist - Business Development**

**Item Number:**

**C.1**

**File Number:** D15/73097

**SUBJECT HEADING:** PENSIONER UNITS - ANN ST MITCHELL

**Author and Officer's Title:** Patrick Kelly , Specialist - Minor Building Projects & Inspections

**Executive Summary:**

*At its General Meeting held on 24 June 2015, Council requested further investigation be completed in regard to possible future options for the three (3) pensioner cottages located in Ann Street, Mitchell.*

*Council was asked to consider the further information included in the officer's report.*

**Resolution No. GM/09.2015/74**

**Moved Cr Schefe**

**Seconded Cr Chambers**

**That Council:**

1. Leave the properties vacant at this time.
2. Re-call for quotations to demolish and remove the specified buildings.
3. Internally provide a quotation for the required works.



4. Be provided all received quotations for further consideration as part of the upcoming quarterly budget review.

CARRIED

6/0

Responsible Officer

Specialist - Minor Building Projects & Inspections

Item Number:

C.2

File Number: D15/73792

SUBJECT HEADING:

REQUEST FOR AMENDED PAYMENT ARRANGEMENT FOR NATURAL GAS ACCOUNTS (1000446,1000003)

Author and Officer's Title:

Linda Acutt, Finance Officer

**Executive Summary:**

*The applicant has made a request that Council consider reducing the customer's weekly payment instalments. Although this amount will start to reduce the account balance, the timeframe for completion of the payment arrangement for the applicant's accounts extends beyond the timeframe that is adopted in Council's Miscellaneous Debt Recovery Policy.*

Resolution No. GM/09.2015/75

Moved Cr Newman

Seconded Cr Scheffe

That Council:

1. Grant the requested weekly instalment payment of \$750 per week commencing upon formal notification, and effective until 31 December 2015.
2. Implement a revised weekly instalment payment plan of \$1,126 per week commencing 1 January 2016 to ensure all outstanding payments are cleared by 1 March 2017.
3. Issue correspondence making reference to prior payment history, and confirm assistance provided by Council to date.
4. Initiate appropriate actions in line with policy requirements should the payment plan not be adhered to.

CARRIED (the Mayor exercised his 'Casting Vote' in favour of the motion)

4/3

Responsible Officer

Finance Officer

Item Number:

C.3

File Number: D15/74711

SUBJECT HEADING:

NEW COUNCIL NEWS PUBLICATION

Author and Officer's Title:

Jane Frith, Coordinator - Corporate Communications

**Executive Summary:**

*Council shares news via a range of communication forums. With the expiration of two of these communication forum contracts on 30 September 2015 (Western Star's Council News advertisement and 4ZR's Councillor Chat radio segment), Council's views were sought on direction for future communications.*

**Resolution No. GM/09.2015/76**

**Moved Cr Chambers**

**Seconded Cr Denton**

**That Council:**

1. Produce a four (4) page Council News publication that is internally designed, professionally printed and distributed to each household in the Maranoa region for a nine (9) month period (commencing in October 2015 and ending 30 June 2016).
2. Extend the current contract with 4ZR (weekly radio segment with Councillors) until 31 December 2015.
3. Not renew the monthly Council News full page advertisement contract with Western Star.

CARRIED

6/0

**Responsible Officer**

**Coordinator - Corporate Communications**

**Item Number:**

**C.4**

**File Number: D15/74843**

**SUBJECT HEADING:**

**APPLICATIONS FOR RATE PAYMENT ARRANGEMENTS**

**Author and Officer's Title:**

**Dana Harrison, Coordinator - Rates**

***Executive Summary:***

*Proposed rates payment arrangement applications have been received from various ratepayers. The timeframe the applicants have proposed to have their rates paid in full extends beyond the current financial year timeframe that is adopted in Council's adopted Revenue Statement.*

**Resolution No. GM/09.2015/77**

**Moved Cr Denton**

**Seconded Cr Scheffe**

**That Council:**

1. Accept the applicants' payment plans set out in Table A of the officer's report, subject to all rates, charges and arrears accumulated paid in full by 30 June 2017.
2. Decline the applicants' payment plans set out in Table B of the officer's report, and propose to the applicants a new payment arrangement so that all rates, charges and arrears accumulated being paid in full by 30 June 2017.

CARRIED

6/0

**Responsible Officer**

**Coordinator - Rates**

**Item Number:**

**C.5**

**File Number: D15/75628**

**SUBJECT HEADING:**

**REQUEST FOR DISCOUNT TO BE GRANTED AFTER LATE PAYMENT OF RATES – ASSESSMENT NO. 14506885**

**Author and Officer's Title:**

**Dana Harrison, Coordinator - Rates**

***Executive Summary:***

*The applicant requested that Council consider granting the discount after rates were paid following the close of discount.*

**Resolution No. GM/09.2015/78**

**Moved Cr Chambers**

**Seconded Cr Newman**

**That Council not grant the discount in this instance, as the circumstances do not meet the criteria set out in Council's adopted Revenue Statement or the Local Government Regulation 2012 for granting discount.**

CARRIED

6/0

<b>Responsible Officer</b>	<b>Coordinator - Rates</b>
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**Item Number:** C.6 **File Number:** D15/76170

**SUBJECT HEADING:** MONTHLY BUSINESS UNIT REPORT - AIRPORT

**Author and Officer's Title:** Ben Jones, Manager - Airports (Roma, Injune, Surat & Mitchell)

**Month & Year of Report:** August 2015

**Name of Department:** Airports (Roma, Injune, Mitchell & Surat)

***Executive Summary:***

*The monthly report was presented to Council to provide a summary of the performance of Council's Airports (Roma, Injune, Surat & Mitchell) over the past month and year to date. The information in this report aims to review the month's activities, give an overview of financial performance and bring to Council's attention any emerging issues.*

**Resolution No. GM/09.2015/79**

**Moved Cr Denton**

**Seconded Cr Price**

**That Council receive and note the Officer's report as presented.**

CARRIED

6/0

<b>Responsible Officer</b>	<b>Manager - Airports (Roma, Injune, Surat &amp; Mitchell)</b>
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**Item Number:** C.7 **File Number:** D15/75938

**SUBJECT HEADING:** REQUEST FOR USER AGREEMENT - MITCHELL OFFICE MEETING ROOM

**Author and Officer's Title:** Dee Schafer, Support Officer - Facilities

***Executive Summary:***

*Max Employment has requested to hire the Mitchell Administration Office Meeting Room every Wednesday for the purpose of delivering employment support services to the community. Council was asked to consider the request.*

**Resolution No. GM/09.2015/80**

**Moved Cr Price**

**Seconded Cr Denton**

**That Council decline the request from Max Employment to hire the Mitchell Administration Centre meeting room for the purpose of conducting regular meetings with clients, noting that a suggested alternative venue has been put forward to Max Employment for consideration.**

CARRIED

6/0

<b>Responsible Officer</b>	<b>Support Officer - Facilities</b>
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**Item Number:** C.8 **File Number:** D15/76732

**SUBJECT HEADING:** **REQUEST FOR RATES CONCESSION – ASSESSMENT NO. 12008967**

**Author and Officer’s Title:** **Dana Harrison, Coordinator - Rates**

**Executive Summary:**

*The applicant requested Council grant them rates relief for the outstanding rates.*

<b>Resolution No. GM/09.2015/81</b>	
<b>Moved Cr Newman</b>	<b>Seconded Cr Price</b>
<b>That Council:</b>	
<ol style="list-style-type: none"> <li>1. <b>Not grant a concession in this instance as concessions are not available on service charges.</b></li> <li>2. <b>Suggest the applicant investigate/liaise with Council’s Water, Sewerage and Gas Department on the suitability of a smaller water meter.</b></li> </ol>	
CARRIED	6/0

<b>Responsible Officer</b>	<b>Coordinator - Rates</b>
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Cr. Price declared a potential perceived ‘Conflict of Interest’ in the following item, due her having personal business arrangements with one of the parties mentioned in the report. Cr. Price left the Chamber at 2.56pm, taking no further part in discussion or debate on the matter.

**Item Number:** C.9 **File Number:** D15/76896

**SUBJECT HEADING:** **COMPENSATION AND ACQUISITION AGREEMENT - FAIRVIEW ROAD**

**Author and Officer’s Title:** **Paul Cummins, Engineer**

**Executive Summary:**

*On the 8 July 2015 a report was tabled with Council to authorise the Chief Executive Officer to enter into a Land Access Licence with a number of landowners on Fairview Road. The matter is re-tabled as minor changes have been made to the document (agreement rather than licence). All other details including the amount of compensation outlined in the officer’s report on 8 July 2015 remain the same.*

<b>Resolution No. GM/09.2015/82</b>	
<b>Moved Cr Denton</b>	<b>Seconded Cr Newman</b>
<b>That Council authorise the Chief Executive Officer to sign the updated Compensation and Acquisition Agreement document, with the parties and for the amounts outlined in Council resolution No. GM/07.2015/15.</b>	
CARRIED	5/0

<b>Responsible Officer</b>	<b>Engineer</b>
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At cessation of discussion and debate on the abovementioned item, Cr. Price entered the Chamber at 2.58pm.

**Item Number:** C.10 **File Number:** D15/77063

**SUBJECT HEADING:** CLAIM FOR DAMAGES – BROKEN WINDSCREEN

**Author and Officer's Title:** Josephine Horsfall, Coordinator - Land Administration

**Executive Summary:**

*The windscreen of the applicant's car was damaged during Council's routine mowing of a grassed footpath in Mitchell.*

**Resolution No. GM/09.2015/83**

**Moved Cr Chambers**

**Seconded Cr Newman**

**That Council replace the damaged windscreen with work to be completed internally by a Senior Fitter at the Mitchell Workshop.**

CARRIED

6/0

**Responsible Officer**

**Coordinator - Land Administration**

**Item Number:** C.11

**File Number:** D15/77112

**SUBJECT HEADING:** REQUEST FOR ASSISTANCE FROM ROMA & DISTRICT EISTEDDFOD

**Author and Officer's Title:** Susan (Sue) Sands, Coordinator - Grants, Local Development & Council Events

**Executive Summary:**

*The Roma Eisteddfod Committee has approached Council requesting support for the 2015 Eisteddfod, which will be held in Roma on 21-23 October. It was recommended that support be provided.*

**Resolution No. GM/09.2015/84**

**Moved Cr Newman**

**Seconded Cr Denton**

**That Council:**

1. Re-allocate \$5,000 from Maranoa's Got Talent (G/L 2888.2259.2001) to the Roma & District Eisteddfod, to be held on 21-23 October 2015.
2. Advise that it welcomes the offer to re-name the event 'Maranoa District Eisteddfod' in recognition of all schools within the region being invited to participate in the event.

CARRIED

6/0

**Responsible Officer**

**Coordinator - Grants, Local Development & Council Events**

**Item Number:** C.12 **File Number:** D15/77189

**SUBJECT HEADING:** DEPARTMENT OF NATURAL RESOURCES AND MINES  
BORE MONITORING AGREEMENT - WALLUMBILLA  
BORE 2

**Author and Officer's Title:** Benjamin (Ben) Godford, Coordinator - Water, Sewerage & Gas Projects, Compliance & Laboratory

**Executive Summary:**

The Department of Natural Resources and Mines are increasing the number of wells it monitors to provide information to the community and track any impacts caused by the Coal Seam Gas (CSG) industry in the region. This information is then made available to the community to inform all interested stakeholders of any impacts of the CSG industry. They have requested permission to be able to install monitoring equipment on Bore 2 in Wallumbilla.

**Resolution No. GM/09.2015/85**

**Moved Cr Schefe**

**Seconded Cr Denton**

That Council approve the Agreement with the Department of Natural Resources and Mines, allowing for the installation of monitoring equipment at Bore 2 in Wallumbilla and authorise the Chief Executive Officer to sign the agreement on Council's behalf.

CARRIED

6/0

**Responsible Officer**

**Coordinator - Water, Sewerage & Gas  
Projects, Compliance & Laboratory**

**Item Number:** C.13 **File Number:** D15/77207

**SUBJECT HEADING:** REQUEST FOR PAYMENT ARRANGEMENT WITH  
COUNCIL – DEBTOR ACCOUNT 74358 (INVOICES –  
28309, 28197, 28017, 27896, 27786, 26221)

**Author and Officer's Title:** Debbie Gelhaar, Coordinator - Debtors

**Executive Summary:**

The applicant has requested that Council consider a proposed payment arrangement to pay off their outstanding debt. The proposed timeframe for completion of the payment arrangement extends beyond the period that is adopted in Council's Miscellaneous Debt Recovery Policy.

**Resolution No. GM/09.2015/86**

**Moved Cr Chambers**

**Seconded Cr Price**

**That:**

1. Council accept the payment arrangement as proposed by the applicant for the amount of \$5,000 (initial payment) and \$7,000 (subsequent monthly payments) until paid in full.
2. The applicant be advised that failure to meet the payment arrangement will result in recommencement of legal proceedings as per section 5.1 (d) Miscellaneous Debt Recovery Policy.
3. Whilst this account is on payment arrangement, the account will remain on 'stop credit' due to the amount outstanding.

CARRIED

6/0

**Responsible Officer**

**Coordinator - Debtors**

Cr. Price declared a potential perceived 'Conflict of Interest' in the following item, due her having personal business arrangements with the applicant. Cr. Price left the Chamber at 3.02pm, taking no further part in discussion or debate on the matter.

**Item Number:** C.14 **File Number:** D15/77434

**SUBJECT HEADING:** LAND SWAP – CURREY STREET AND ROMA AIRPORT

**Author and Officer's Title:** Tanya Mansfield, Manager - Facilities (Land, Buildings & Structures)

**Executive Summary:**

*Council was asked to consider exchanging an industrial site in Roma for vacant, undeveloped land at the Roma Airport. Council was asked to consider the proposal.*

**Resolution No. GM/09.2015/87**

**Moved Cr Newman**

**Seconded Cr Chambers**

**That Council decline the request to exchange an industrial site in Roma for vacant land at the Roma Airport.**

CARRIED

5/0

**Responsible Officer**

**Manager - Facilities (Land, Buildings & Structures)**

At cessation of discussion and debate on the abovementioned matter, Cr. Price entered the Chamber at 3.04pm.

**Item Number:** C.15 **File Number:** D15/77560

**SUBJECT HEADING:** SALE OF LOT 1 ON RP5703 - GEORGE STREET, WALLUMBILLA

**Author and Officer's Title:** Tanya Mansfield, Manager - Facilities (Land, Buildings & Structures)

**Executive Summary:**

*At its General Meeting held on 8 July 2015, Council agreed to sell Lot 1 on RP 5703 to Graham Beissel. The purchaser has advised Council that the actual purchaser will be Walchip Pty Limited CAN 010 315 214 as trustee for The Beissel Superannuation Fund. All other terms and conditions of sale will remain the same.*

**Resolution No. GM/09.2015/88**

**Moved Cr Chambers**

**Seconded Cr Price**

**That Council amend Resolution No. GM/07.2015/24 to reflect the purchaser of Lot 1 on RP5703 as Walchip Pty Limited CAN 010 315 214 as trustee for The Beissel Superannuation Fund.**

CARRIED

6/0

**Responsible Officer**

**Manager - Facilities (Land, Buildings & Structures)**



**Item Number:** C.16 **File Number:** D15/77599

**SUBJECT HEADING:** NEIGHBOURHOOD CENTRE DEMOUNTABLE RELOCATION

**Author and Officer's Title:** Michael Kelly, Manager - Resource Coordination (Plant, Workshop, Depots & Materials)

**Executive Summary:**

*Council's Cartwright Street depot and offices have reached seating capacity in terms of office space, i.e. there is not sufficient available seating to allow for any 'hot seat offices' for internal staff, nor is there any available seating for contractors or consultants.*

*Relocating the freestanding demountable building at the back of Neighbourhood Centre to Cartwright St would immediately open up a further seven offices which would effectively resolve the current seating issues for the short to medium term.*

<b>Resolution No. GM/09.2015/89</b>	
<b>Moved Cr Schefe</b>	<b>Seconded Cr Denton</b>
<p><b>That Council move the eight room/office demountable building currently located at the back of the Roma Neighborhood Centre to Cartwright Street, for a cost of \$44,000 (GST Inc.) with funds allocated under WO Number: 16049 - GL6572 Depot Capital works.</b></p>	
CARRIED	6/0

<b>Responsible Officer</b>	<b>Manager - Resource Coordination (Plant, Workshop, Depots &amp; Materials)</b>
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**Item Number:** C.17 **File Number:** D15/77819

**SUBJECT HEADING:** RESTORATION PROVISIONS - QUARRY

**Author and Officer's Title:** David Grace, Manager - Quarry Operations

**Executive Summary:**

*Council is required to consider annually if restoration provisions are required in its annual financial statements; for certain Council properties. For the 2014/15 financial year, a Quarry Rehabilitation Plan was prepared to plan for future decommissioning of the site which determined that a restoration provision is required for the Roma Quarry site.*

<b>Resolution No. GM/09.2015/90</b>	
<b>Moved Cr Price</b>	<b>Seconded Cr Schefe</b>
<p><b>That Council:</b></p> <ol style="list-style-type: none"> <li><b>1. Adopt the Roma Quarry Rehabilitation Plan.</b></li> <li><b>2. Establish a provision for future restoration in the 2014/15 Financial Statements of \$624,000; being the present value of the estimated cost of restoring the quarry site to a useable state at the end of its useful life.</b></li> <li><b>3. Review the estimated useful life and restoration provision annually when preparing the financial statements in accordance with AASB137 Provisions, Contingent Liabilities and Contingent Assets.</b></li> </ol>	
CARRIED	6/0

<b>Responsible Officer</b>	<b>Manager - Quarry Operations</b>
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**Item Number:** C.18 **File Number:** D15/77720

**SUBJECT HEADING:** **MINOR AMENDMENTS TO CAPITAL WORKS PROGRAM (IVAN STREET, SURAT AND EAST STREET, WALLUMBILLA)**

**Author and Officer's Title:** **John (Blue) Gwydir, Manager - Roads & Drainage (SW) and Plant & Workshops**

**Executive Summary:**

*During construction of the nominated projects, it has been identified that project scope changes are possible to maximize the value of available funding. A number of recommendations were put forward for Council's consideration:*

1. *Ivan Street, Surat – In the original scope, sealing of the pavement area was identified as future works. Due to savings achieved during construction, approval was sought to deliver these works as part of the current project.*
2. *East Street, Wallumbilla – The previous scope of works provided for sealing of the East Street intersections, but not the connecting road. Verbal requests have been received to seal the area between the 2 new seal areas.*

**Resolution No. GM/09.2015/91**

**Moved Cr Newman**

**Seconded Cr Chambers**

**That Council approve minor scope variations to the following projects in the 2015/16 Capital Works Program as shown below:**

**Ivan Street, Surat**

- **Expand scope of project to include approximately 1,500 square metres of new bitumen seal;**

**East Street, Wallumbilla**

- **Include an additional 1,920 square metres of bitumen seal to achieve sealing of the full length of East Street between May Street & Houston Road.**

CARRIED

6/0

**Responsible Officer**

**Manager - Roads & Drainage (SW) and Plant & Workshops**

**Item Number:** C.19 **File Number:** D15/77881

**SUBJECT HEADING:** **ANALYSIS OF 2014/15 EXPENDITURE TO ASSESS POTENTIAL PANELS & AGREEMENTS**

**Author and Officer's Title:** **Julie Reitano, Chief Executive Officer**

**Executive Summary:**

*The report provided an analysis of the amounts spent with individual suppliers for the purpose of identifying where efforts should be directed in setting up the new panels, and associated agreements/contracts.*

**Resolution No. GM/09.2015/92**

**Moved Cr Schefe**

**Seconded Cr Denton**

**That Council provide in principle support to working on the establishment of panels as proposed by the Chief Executive Officer.**

CARRIED

6/0

**Responsible Officer**

**Chief Executive Officer**

**Item Number:**

**C.20**

**File Number: D15/77558**

**SUBJECT HEADING:**

**COMMUNITY HOUSING - EXTENSION OF MANAGEMENT AGREEMENT**

**Author and Officer's Title:**

**Sharon Frank, Director - Corporate, Community & Commercial Services**

***Executive Summary:***

*Maranoa Regional Council's Community Housing service was due to transition by 30 June 2015. The Department of Housing and Public Works proposed a later date of 30 September 2015 and Council then entered into a short-term management agreement with St Vincent de Paul until this date.*

*While the planning for transition has progressed (valuations completed by the department), they have proposed a new date for the transition being 31 January, 2016.*

**Resolution No. GM/09.2015/93**

**Moved Cr Price**

**Seconded Cr Denton**

**That Council:**

- 1. Extend the Management Agreement between Council and St Vincent de Paul to 31 January, 2016.**
- 2. Authorise the Chief Executive Officer to sign the extension to the Management Agreement on behalf of Council.**

CARRIED

6/0

**Responsible Officer**

**Director - Corporate, Community & Commercial Services**

**LATE CONFIDENTIAL ITEMS**

**Item Number:**

**LC.1**

**File Number: D15/77646**

**SUBJECT HEADING:**

**ROMA AIRPORT CAFE PROPOSED LEASE ALTERATION**

**Author and Officer's Title:**

**Ben Jones, Manager - Airports (Roma, Injune, Surat & Mitchell)**

***Executive Summary:***

*Due to the downturn in passengers through the Roma Airport, the current lessee proposed an alteration to their existing lease fees.*

**Resolution No. GM/09.2015/94**

**Moved Cr Denton**

**Seconded Cr Schefe**

**That Council:**

1. Decline the proposed alteration to the existing lease agreement.
2. Seek tender submissions for the operation of the Roma Airport Café.
3. Workshop tender specifications incorporating flexibility in the duration of lease arrangements.

CARRIED

6/0

<b>Responsible Officer</b>	<b>Manager - Airports (Roma, Injune, Surat &amp; Mitchell)</b>
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**Item Number:**

**LC.2**

**File Number: D15/78866**

**SUBJECT HEADING:**

**PROPOSED TENDER AND CONTRACT WITH  
DEPARTMENT OF TRANSPORT AND MAIN ROADS –  
RESEAL PREPARATION WORKS**

**Author & Officer's Title:**

**Gabrielle Franklin, Support Officer – Roads, Drainage & Parks**

***Executive Summary:***

*This report sought approval for Council to delegate authority to the Chief Executive Officer to sign the tender and resulting contract with the Department of Transport and Main Roads on behalf of Council. The tender and resulting contract is for the delivery of Reseal Preparation Works on the Carnarvon Highway, Wallumbilla South Road and Mitchell-Forestvale Road. The project will build the capabilities and capacity of the roadworks team without requiring additional or external resourcing.*

**Resolution No. GM/09.2015/95**

**Moved Cr Price**

**Seconded Cr Newman**

**That Council authorise the Chief Executive Officer to sign the tender submission and resulting contract, to undertake Reseal Preparation Works on the Carnarvon Highway, Wallumbilla South Road and Mitchell-Forestvale Road, on behalf of Council.**

CARRIED

6/0

<b>Responsible Officer</b>	<b>Support Officer – Roads, Drainage &amp; Parks</b>
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**LATE ITEMS CONTINUED**

**Item Number:** L.2 **File Number:** D15/69673

**SUBJECT HEADING:** **PROPOSED AMENDMENT - SUBORDINATE LOCAL LAW NO. 1.5 (KEEPING OF ANIMALS) 2011 - SUBORDINATE LOCAL LAW NO. 2 (ANIMAL MANAGEMENT) 2011**

**Author and Officer's Title:** **Julie Neil, Customer & Community Services**

**Executive Summary:**

*Council undertook a review of its Local Laws with regards to Animal Management Subordinate Local Law (No.1) and Keeping of Animals Subordinate Local Law (No.1). At the 12 August, 2015 meeting, Council proposed changes to these subordinate local laws and has undertaken community consultation seeking views on the drafted application criteria. It was recommended that Council propose to make a Local Law (Amendment) for each of these as outlined within the Officer's report.*

*The matter had been laid on the table earlier during the meeting, pending additional information.*

**Resolution No. GM/09.2015/96**

**Moved Cr Price**

**Seconded Cr Scheffe**

**That Council:**

1. **Propose to make each of:**
  - **Animal Management (Amendment) Subordinate Local Law (No. 1) 2015; and**
  - **Keeping of Animals (Amendment) Subordinate Local Law (No. 1) 2015.**
2. **Proceed with the making of these Subordinate Local Laws in accordance with the process in section 29(1) of the Local Government Act 2009 which was previously adopted by Council Resolution No. GM/09.2014/47.**
3. **Implement a transition process to allow owners to achieve compliance with the new Local Laws within 6 months of being adopted by Council.**
4. **Proceed with community consultation as part of the local law making process for the proposed amendments to the Animal Management (Amendment) Subordinate Local Law (No. 1) 2015 and Keeping of Animals (Amendment) Subordinate Local Law (No. 1) 2015 for a twenty-one (21) day period, commencing Friday 25 September 2015 and ending close of business 16 October 2015.**

CARRIED

4/2

**Responsible Officer**

**Customer & Community Services**

**Item Number:** L.6 **File Number:** D15/75260

**SUBJECT HEADING:** **REQUEST FOR SUPPORT – ROMA PONY CLUB INC.**

**Author & Officer's Title:** **Susan Sands, Coordinator – Grants, Local Development & Council Events**

**Executive Summary:**

*Council was asked to support Roma Pony Club Inc. who are hosting the 2015 State Campdraft, Formal Gymkhana, Sporting and Mounted Games Championships at Bassett Park on 1 – 4 October, 2015.*

**Resolution No. GM/09.2015/97**

**Moved Cr Denton**

**Seconded Cr Schefe**

**That Council support Roma Pony Club Inc. by way of sponsoring the event on 1 – 4 October, to the value of \$2,500, subject to the following conditions:**

- **The applicant is responsible for payment of the Bassett Park hire fee (with the use of the camping grounds approved for the duration of the event at no additional charge); and**
- **The applicant is responsible for clean up of the facility after the event.**

CARRIED

4/2

<b>Responsible Officer</b>	<b>Coordinator – Grants, Local Development &amp; Council Events</b>
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## **CLOSURE**

There being no further business, the Mayor thanked Council for their attendance and declared the meeting closed at 3.56pm

**These Minutes are to be confirmed at the next General Meeting of Council to be held on 14 October 2015, at Roma Administration Centre.**

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 Mayor.

.....  
 Date.