

MINUTES OF THE GENERAL MEETING OF MARANOA REGIONAL COUNCIL HELD AT ROMA ADMINISTRATION CENTRE ON 27 APRIL 2016 COMMENCING AT 9.00AM

ATTENDANCE

Mayor Cr. T D Golder chaired the meeting with, Deputy Mayor Cr. J L Chambers, Cr. R Bryant, Cr. N H Chandler, Cr. P J Flynn, Cr. C J O'Neil, Cr. G B McMullen, Cr. D J Schefe, Cr. J M Stanford, (Acting) Chief Executive Officer – Robert Hayward, Coordinator Corporate Communications – Jane Frith, and Kelly Rogers Minutes Officer in attendance.

AS REQUIRED

Director Corporate, Community & Commercial Services – Sharon Frank, Manager Facilities (Land, Buildings & Structures) – Tanya Mansfield, Manager Customer & Community Services – Julie Neil, Manager Administration & Information Services – Dale Waldron, Manager Infrastructure Contracts – Dylan Hesselberg, Operations Manager (Maintenance Delivery & Works) - Stephen Scott
Coordinator Community Safety – Jason (Gavin) Scott, Coordinator Grants, Local Development & Council Events – Susan Sands, Coordinator Rates – Dana Harrison, Coordinator Debtors – Deborah Gehlaar, Senior Engineer Infrastructure Contracts – Graham Bebington, Senior Engineer (Roads, Drainage & Parks) John (Blue) Gwydir, Specialist Finance Systems Support – Michael Chow, Local Development Officer Mitchell – Jane Fenton.

GUESTS

There were no guests in attendance at the meeting.

WELCOME

The Mayor welcomed all present and declared the meeting open at 9.08am.

APOLOGIES

There were no apologies for the meeting.

CONFIRMATION OF MINUTES

Resolution No. GM/04.2016/30

Moved Cr Chambers

Seconded Cr O'Neil

That the minutes of the General Meeting (20-13.04.16) held on 13 April 2016 be confirmed.

CARRIED

9/0

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

CORPORATE, COMMUNITY & COMMERCIAL SERVICES

Item Number: 11.1 **File Number:** D16/13565

SUBJECT HEADING: REVENUE POLICY 2016/17

Officer's Title: Specialist - Strategic Finance

Executive Summary:

The purpose of this Revenue Policy is to set out the principles used by Council for:

- *Levying rates and charges;*
- *Granting concessions for rates and charges*
- *The recovery of unpaid rates and charges; and*
- *Cost recovery fees and methods.*

Resolution No. GM/04.2016/31

Moved Cr Flynn

Seconded Cr Scheffe

That Council, in accordance with Section 193 of Local Government Regulation 2012 adopt the 2016/17 Revenue Policy as follows:

Purpose

To comply with the requirements of Chapter 4, Part 1 and Part 2 of the *Local Government Act 2009* and Section 169 (2) (c) and Section 193 of the *Local Government Regulation 2012* by setting out:

- (a) the principles which Council will apply during the 2016/17 financial year for:
 - levying rates and charges;
 - granting concessions for rates and charges;
 - the recovery of unpaid rates and charges;
 - cost-recovery fees and methods;
- (b) the purpose of the concessions; and
- (c) the extent to which physical and social infrastructure costs for a new development are to be funded by charges for the development.

Scope

The Revenue Policy applies to revenue raised by rates, utility charges and fees and charges.

This policy applies to the making, levying, recovery and concessions for rates and utility charges and the setting of regulatory and commercial fees and charges for Council.

Definitions

Council	Maranoa Regional Council
Act	<i>Local Government Act 2009</i>
Pensioner	a person who is the holder of a pensioner concession card issued by the department of the Commonwealth responsible for administering the <i>Social Security Act 1991</i> (Cwlth) or the <i>Veterans' Entitlement Act 1986</i> (Cwlth).
Regulation	<i>Local Government Regulation 2012</i>

All other definitions are as per the Local Government Act 2009 and the Local Government Regulation 2012.

1. Details

1.1 Introduction

In accordance with the provisions of the *Local Government Act 2009* and *Local Government Regulation 2012*, Council is required to prepare and adopt by resolution a Revenue Policy.

Council's Revenue Policy is based on the following principles:

- (a) Fairness & Equity – by ensuring the consistent application of lawful rating and charging principles without bias;
- (b) Transparency - by communicating the Council's charging processes and each ratepayer's responsibility under the rating system;
- (c) Efficiency - by having a rating regime that is cost effective to administer;
- (d) Sustainability – to support the financial strategies for the delivery of infrastructure and services identified in Council's short, medium and long term planning.
- (e) Flexibility within agreed parameters - by providing payment arrangements to assist ratepayers in meeting their rate commitments

Council will apply these principles when:

- Making rates and charges;
- Levying rates and charges;
- Recovering rates and charges;
- Granting and administering rates and charges concessions;
- Charging for local government services and facilities;
- Charging for business activities (subject to the National Competition Policy);
- Funding Council infrastructure.

1.2 Making and Levying of Rates and Charges

Council's application of the above principles in making and levying of Rates and

Charges for the 2016/17 financial year are detailed as follows:

1.2.1 General Rates

General rates are set each year to assist Council in raising sufficient revenue to provide services to the community (exclusive of water, sewerage and cleansing/waste management utilities).

Council recognises that different categories of land use will generate different needs and requirements for Council services and facilities. Council also recognises that it will incur a different level of resources expenditure to provide the necessary services and facilities and therefore has opted for a system of differential General Rating to meet its needs.

1.2.1.1 Differential General Rates

Council considers that the use of differential general rates allows the following factors to be taken into account in determining how the general rate revenue is to be raised which would not be possible if only one general rate were adopted:

- (a) the relative effects of various land uses on the requirements for, level of, and the cost of providing Council facilities and services;
- (b) movements and variations in the Unimproved Capital Value (UCV) both within categories and between categories of land use which affect the level of rates and issues such as 'fairness' and 'equity';
- (c) location and access to services; and
- (d) amount of the Unimproved Capital Value (UCV) and the rate payable.

To ensure that owners of land across all differential categories contribute equitably to the cost of common services, Council will apply a minimum rate to each differential rating category.

1.2.2 Utility Charges – Water, Sewerage and Waste Management Services

In general, Council will be guided by the principle of user pays in the making of charges that relate to the provision of water, sewerage and waste management services.

Wherever possible, those receiving the benefits of a utility service will pay for the service received through the relevant utility charge. Council will annually review its utility charges and other fees for service to ensure that revenues are meeting intended program goals and are keeping pace with the cost of providing the service.

1.2.3 Special and Separate Rates and Charges

Council may consider levying special and separate rates and charges when appropriate, to recover the costs associated with a particular service, project or facility that provides direct or additional benefit to the ratepayers or class of ratepayer.

1.3 Granting of Rebates and Concessions

1.3.1 Guiding Principles

In accordance with Chapter 4 Part 10 of the *Local Government Regulation 2012* Council may grant a concession for rates and charges. In exercising these concession powers Council will be guided by the principles of equity and transparency by:

- Applying the same treatment to ratepayers with similar circumstances;
- Making clear the requirements necessary to receive concessions;

Consideration may be given by Council to granting a class concession in the event that all or part of the local government area is declared a natural disaster area by the State Government.

1.3.2 The Purpose of Concessions

In accordance with Section 120 (1) of the *Local Government Regulation 2012*, Council may grant a concession in 2016/17 for the owner categories, or in some circumstances occupier categories, and properties used for the listed purposes.

(a) Pensioner Concession

Eligible pensioners as defined in Schedule 8 of the *Local Government Regulation 2012* may be granted a concession on general rates.

(b) Non-Profit Community Organisation Concession

In accordance with Section 120 (1) (b) of the *Local Government Regulation 2012*, a concession may be granted if Council is satisfied that the land is used for community purposes and is operated on a not-for-profit basis.

The purpose of these concessions is to encourage and support not-for-profit and charitable organisations where the land use is considered to contribute to the health and well being of the community and the social enrichment of residents.

(c) Hardship Concession

Council may grant a concession where it can demonstrate that the payment of the rates or charges will cause extreme hardship to the land owner.

(d) Other Concessions

Council will receive and consider applications from ratepayers where Council is satisfied that the application meets the eligibility criteria as provided for in Section 120 (1) of the *Local Government Regulation 2012*. Applications for concessions under this section will be considered and determined by Council on a case by case basis.

1.4 Recovery of Unpaid Amounts of Rates and Charges

Council will exercise its rates recovery powers pursuant to the provisions of Chapter 4 Part 12 of the *Local Government Regulation 2012* in order to reduce the overall rate burden on ratepayers, and will be guided by the principles of:

- Fairness & Equity - by treating all ratepayers in similar circumstances in the same manner; and by making every attempt to follow-up on outstanding rates and charges prior to taking legal action;
- Transparency – by making clear the obligations of ratepayers and the

processes used by Council in assisting them meet their obligations;

- Efficiency – by making the process used to recover outstanding rates and charges simple to administer and cost-effective.
- Flexibility – by providing ratepayers with a number of options to meet their rate obligations.

1.5. Charges for Local Government Services and Facilities

With the exception of fees and charges associated with Council's Business Activities, there are broadly two types of fees and charges:

1.5.1 Cost Recovery ('Regulatory') Fees and Charges (s97 of the Local Government Act 2009)

These are fees under a local law or a resolution, which involve:

- (a) an application for the issue or renewal of a licence, permit, registration or other approval under a Local Government Act (an application fee); or
- (b) recording a change of ownership of land; or
- (c) giving information kept under a Local Government Act;

A cost recovery fee must not be more than the cost to Council of taking the action for which the fee is charged.

Whilst Council notes that, pursuant to Section 97 of the Local Government Act 2009, it may introduce a tax component into a regulatory fee in order to achieve a social or other objective, it is not Council's intention to encompass a tax in any regulatory fee. Accordingly, Council will not recover more than the cost of administering the regulatory regime.

1.5.2 Other ('Commercial') Fees & Charges

Council will apply, as a minimum and as far as practicable, the principle of full cost recovery (including overheads) in setting charges for services and facilities, including community or non-profit organisations.

Council may give consideration to charging at less than the full cost of the service / facility when it considers it appropriate to do so in order to achieve social, economic or environmental goals.

When the service or facility supplied is of a commercial nature, then Council will give consideration to including a 'return on investment' element in the charge. Such consideration will be made on a case by case basis.

1.6 Fees & Charges for Business Activities (Subject to National Competition Policy)

In setting charges for a business under National Competition Policy reforms, Council's pricing strategy will apply full cost pricing principles whilst also meeting other economic, efficiency and social objectives. Full cost pricing means that on average, prices should fully recover all the relevant costs of supplying a product or service including:

- (a) direct costs;
- (b) indirect non-capital costs;

- (c) capital costs (includes return on capital, interest payments, debt guarantee fees and return of capital (depreciation));
- (d) tax equivalent adjustments; and
- (e) other competitive neutrality adjustments.

Council may decide to apply charges at less than full cost pricing in order to achieve social, economic, environmental or other objective. In making any such decision the reason for the decision will be clearly set out in the resolution together with the estimated amount of revenue to be foregone in the subject year.

When any such decision is applied to a Commercialised Business Unit, the direction to the Commercialised Business Unit will be recognised as a 'community service obligation' and a subsidy shall be paid to the Commercialised Business Unit and that subsidy shall be recognised in the accounts of the Commercialised Business Unit.

1.7 Funding of New Development

To minimise the impact of physical and social infrastructure charges on the efficiency of the local economy, Council will be guided by the principle of user pays in the making of physical and social infrastructure charges for new development, to the extent permissible by law. Council may depart from applying this principle if it is determined by Council that it is in the community interest to do so.

Special Provisions

N/A

Related Policies and Legislation

Local Government Act 2009
Local Government Regulation 2012

Associated Documents

Revenue Statement 2016/17
Fees and Charges Register 2016/17

CARRIED

9/0

Responsible Officer	Specialist - Strategic Finance
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DEVELOPMENT, FACILITIES & ENVIRONMENTAL SERVICES

Item Number: 13.1 **File Number:** D15/101126

SUBJECT HEADING: DISPOSAL - INGROUND POOL LOCATED LOT 5 ON RP172985, MCPHIE STREET ROMA

Officer's Title: Manager - Facilities (Land, Buildings & Structures)

Executive Summary:

Council acquired property in McPhie Street Roma being Lot 5 on RP172985 as part of its flood mitigation project. While the house on the site has been sold and removed by the purchaser, there is still an in ground fibreglass pool and associated pool plant located on the land.

Council was asked to consider disposing of the in ground pool via expression of interest published in

the local newspaper.

Resolution No. GM/04.2016/32	
Moved Cr O'Neil	Seconded Cr Bryant
That Council:	
<ol style="list-style-type: none"> 1. Invite expressions of interest in acquiring the fibreglass in ground pool and associated pool plant equipment located on Council property described as Lot 5 on RP172985 in McPhie Street Roma; 2. Requires that the successful applicant pay all removal costs, and be responsible for restoration of the site including filling of the cavity left after the pool shell is removed. 	
CARRIED	9/0

Responsible Officer	Manager - Facilities (Land, Buildings & Structures)
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Item Number: 13.2 **File Number:** D16/27329

SUBJECT HEADING: MARANOA REGIONAL COUNCIL POOL REPORTS

Officer's Title: 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 February were presented for Council's information.

Resolution No. GM/04.2016/33	
Moved Cr Flynn	Seconded Cr Stanford
That Council receive and note the Regional Swimming Pool reports for the month of February 2016.	
CARRIED	9/0

Responsible Officer	Coordinator - Buildings & Structures Maintenance
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Item Number: 13.3 **File Number:** D16/22872

SUBJECT HEADING: APPLICATION FOR PURCHASE OF UNALLOCATED STATE LAND - LOT 1 ON WV670

Officer's Title: Administration Officer - Property & Legal

Executive Summary:

The Department of Natural Resources and Mines sought Council's views on an application it has received for the purchase of unallocated State land (USL) being Lot 1 on WV670.

Resolution No. GM/04.2016/34

Moved Cr Bryant

Seconded Cr Stanford

That Council advise the Department of Natural Resources and Mines it has no objection to the application for purchase of unallocated State land being Lot 1 on WV670 subject to the following conditions:

1. The applicant works with Council to rectify the road that is off alignment with the dedicated road reserve.
2. The parcel of land is amalgamated with an adjacent rural land parcel to meet Council's Planning requirements.
3. The applicant must ensure there is a stock proof fence to retain all stock on the parcel of land to eliminate risk that may be exposed to travelling public.

CARRIED

9/0

Responsible Officer

Administration Officer - Property & Legal

Item Number:

13.4

File Number: D16/24673

SUBJECT HEADING:

ROMA TENNIS CLUB REQUEST FOR MAJOR IN KIND

Officer's Title:

Grants Officer

Executive Summary:

Maranoa Regional Council received a Major Non-Financial Assistance request from Roma Tennis Club to waive the dump fees for clearing of the Roma Tennis Club site in preparation for construction of six new courts and new fencing material.

Site clearing was undertaken on 1 – 2 April 2016.

This report sought Council's formal ratification of their confirmed support to waive the applicable fees as confirmed by email on 17 March 2016.

Resolution No. GM/04.2016/35

Moved Cr Flynn

Seconded Cr O'Neil

That Council:

1. Ratify the decision to provide Major Non-Financial Assistance to the Roma Tennis Club. This assistance will allow the Club to dump up to 60 tonnes of synthetic turf, calculated at the Construction & Demolition rate of \$50/tonne, as cleared on 1-2 April, 2016.
2. Allocate the associated costs to the Major In-kind Assistance budget GL 2887.2248.2001.

CARRIED

9/0

Responsible Officer

Grants Officer

Item Number: 13.5 **File Number:** D16/25418

SUBJECT HEADING: APPLICATION FOR CONVERSION OF TENURE - LOT 9 ON KE87

Officer's Title: Administration Officer - Property & Legal

Executive Summary:

The Department of Natural Resources and Mines sought Council's views on an application it has received for conversion over Grazing Homestead Perpetual Lease (GHPL) 36/7889 being Lot 9 on KE87 to freehold tenure.

Resolution No. GM/04.2016/36

Moved Cr Chambers

Seconded Cr Stanford

That Council advise the Department of Natural Resources and Mines it has no objection to the conversion over GHPL 36/7889 being Lot 9 on KE87 to freehold tenure.

CARRIED

9/0

Responsible Officer

Administration Officer - Property & Legal

Item Number: 13.6 **File Number:** D16/31379

SUBJECT HEADING: APPLICATION FOR PERMANENT ROAD CLOSURE - PART OF NUMBER THREE BORE ROAD

Officer's Title: Administration Officer - Property & Legal

Executive Summary:

The Department of Natural Resources and Mines sought Council's views on an application it has received for the proposed permanent road closure of an area of about 3790m² being part of Number Three Bore Road adjoining the northern boundary of Lot 121 on WT328.

Resolution No. GM/04.2016/37

Moved Cr O'Neil

Seconded Cr McMullen

That Council advise the Department of Natural Resources and Mines it has no objection to the proposed permanent road closure of part of Number Three Bore Road adjoining the northern boundary of Lot 121 on WT328 subject to the following amendments and conditions to the application:

1. The furthest northwest point of the proposed closure be amended to have a minimum of 12.5m perpendicular distance to the Number Three Bore Road centreline.
2. Appropriate access is left available for Council to access its bore.
3. The applicant fences off all their land.

CARRIED

9/0

Responsible Officer

Administration Officer - Property & Legal

Item Number: 13.7 **File Number:** D16/31505

SUBJECT HEADING: CAFE 54 LIQUOR LICENCE APPLICATION - REQUEST

FOR COUNCIL APPROVAL
Officer's Title: Environmental Health Officer

Executive Summary:

Café 54 wrote to Council seeking endorsement of a liquor licence application being made to the Office of Liquor and Gaming Regulation. The liquor licence would allow Café 54 to sell alcohol at 90 Raglan Street Roma, during normal operating hours in accompaniment to a sit down meal.

Discussion:

Cr Flynn requested a progress update for progress of the same applicant's requested liquor licence at the Roma Airport.

An update was in turn provided to all Councillors later during the meeting by the Acting Chief Executive Officer.

Resolution No. GM/04.2016/38
Moved Cr Bryant
Seconded Cr McMullen

That Council has no objection to the sale of liquor as an ancillary service associated with the operation of Café 54 at 90 Raglan Street Roma.

CARRIED

9/0

Responsible Officer	Environmental Health Officer
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Item Number:

13.8

File Number: D16/31621
SUBJECT HEADING:

NOMINATION OF ELECTED LOCAL GOVERNMENT POSITION ON SOUTH WEST NRM COLLABORATIVE AREA MANAGEMENT PHASE 2 PANEL

Location:

Charleville

Officer's Title:
Manager - Environmental Health and Waste

Executive Summary:

South West NRM based in Charleville are seeking to fill three panel positions from elected local government personnel, for the purpose of assessing proposed cluster fence applications in their Phase 2 Collaborative Area Management Program, on behalf of the Australian and Queensland Governments through the Queensland Feral Pest Initiative.

The assessment panel will meet in Charleville on Tuesday 31 May 2016.

Resolution No. GM/04.2016/39
Moved Cr O'Neil
Seconded Cr Bryant

That Council Cr. Jan Chambers be the nominated panel representative for Maranoa Regional Council on the South West NRM Collaborative Area Management Phase 2 Panel, for the assessment of received applications, in accordance with the project requirements.

CARRIED

9/0

Responsible Officer	Manager - Environmental Health and Waste
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Item Number: 13.9 **File Number:** D16/31818

SUBJECT HEADING: APPLICATION FOR PERMANENT ROAD CLOSURE - PART OF KOKODA ROAD

Officer's Title: Administration Officer - Property & Legal

Executive Summary:

The Department of Natural Resources and Mines sought Council's views on an application it received for the proposed permanent road closure of an area of about 10.44 hectares being part of Kokoda Road separating Lot 3 on TM40 from Lot 7 on SP273908.

Resolution No. GM/04.2016/40

Moved Cr Flynn

Seconded Cr O'Neil

That Council advise the Department of Natural Resources and Mines it has no objections to the proposed permanent road closure of an area of about 10.44 hectares being part of Kokoda Road separating Lot 3 on TM40 from Lot 7 on SP273908.

CARRIED

9/0

Responsible Officer

Administration Officer - Property & Legal

Cr. McMullen declared a 'Material Personal Interest' in the following item, due to the matter under consideration directly relating to his previously owned and operated business – G & J Tipper Hire.

Cr. McMullen left the Chamber at 9.32am, taking no further part in discussions or debate on the matter.

Item Number: 22.1 **File Number:** D16/31957

SUBJECT HEADING: G & J TIPPER HIRE - REMOVAL FROM COUNCIL'S REGISTER OF PRE-QUALIFIED SUPPLIERS

Author and Councillor's Title: Cr. Geoff McMullen

Executive Summary:

The report formally advised other elected members and the community of actions taken in relation to the author's previous business operations.

Resolution No. GM/04.2016/41

Moved Cr Chambers

Seconded Cr O'Neil

That Council:

1. **Note the closure of business G & J Tipper Hire, as advised to Council's Specialist – Business Development, and copy to the Chief Executive Officer at 3.50pm 30 March 2016, effective that same date.**
2. **Note removal of the business from Council's Register of Pre-Qualified Suppliers.**

CARRIED

8/0

Responsible Officer

Councillor

At cessation of discussion and debate on the abovementioned item, Cr. McMullen entered the Chamber at 9.33am.

Item Number: 22.2 **File Number:** D16/33217

SUBJECT HEADING: COUNCILLOR COMMUNITY ENGAGEMENT MATERIAL

Author and Councillor's Title: Cr. Cameron O'Neil

Executive Summary:

Council adopted its Expenses Reimbursement Policy at the General Meeting on 13 April 2016. This incorporated a section of the policy which supports individual Councillor Community Engagement. A budget allowance for each Councillor to autonomously progress community engagement activities relevant to individual portfolios or other business of Council was approved.

In support of this initiative it was proposed that all Councillors be provided an individual Councillor letter head template, to initiate Councillor business letters when conducting chosen community engagement activities.

It was also proposed that Council further investigate cost to design and supply magnetised signage for placement on vehicles when Councillors are conducting Council business.

Resolution No. GM/04.2016/42	
Moved Cr O'Neil	Seconded Cr Scheffe
That Council:	
<ol style="list-style-type: none"> 1. Approve the development of a letter head template for each Councillor to support individual community engagement activities. 2. Develop a formal administrative procedure to provide a framework in support of this initiative prior to its commencement. 3. Obtain quotes for the design and supply of magnetized signage for placement on vehicles when Councillors are conducting Council Business. 4. Once quotations are received, approve the selected design and guidelines for their use. 	
CARRIED	9/0

Responsible Officer	Coordinator Elected Members & Community Engagement
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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;

Resolution No. GM/04.2016/43

Moved Cr O'Neil

Seconded Cr McMullen

That Council close the meeting to the public at 9.35am.

CARRIED

9/0

Cr. O'Neil left the Chamber at 9.42am, and entered at 9.44am.

Cr. Stanford left the Chamber at 10.02am, and entered at 10.05am.

Cr. O'Neil declared a 'Conflict of Interest' in item C.6 – Request to Tenant – Roma Community Hub. Cr. O'Neil is a Director of training organisation Golden West, a company that could be perceived to be in direct competition with the applicant (Gateway Training).

Cr. O'Neil left the Chamber at 10.03am, taking no further part in discussions on the abovementioned item.

At cessation of discussions in relation to Item C.6 – Request to Tenant – Roma Community Hub, Cr. O'Neil entered the Chamber at 10.06am.

Cr. Stanford declared a potential perceived 'Conflict of interest' in relation to Item C.9 – User Agreement Renewal – Injune Visiting Professionals Room.

Cr. Stanford is joint owner of an investment property with the Owner/Manager of Vital Health, the applicant under consideration.

Cr. Stanford left the Chamber at 10.14am, taking no further part in discussions on the matter.

At cessation of discussions on the abovementioned item, Cr. Stanford entered the Chamber at 10.16am.

Cr. Chambers and Cr. Bryant declared a 'Material Personal Interest' in item C.11 – Community Grant Applications for Round Two.

- Cr. Chambers with respect to her submitting a quotation for the provision of earthworks for the project put forward by – Mungallala Rural Fire Brigade, and under Council's consideration. Cr. Chambers further declared that while she participated as a member on the assessment panel, she excluded herself from discussions pertaining to this submission.
- Cr. Bryant with respect to her provision of In-kind services for the project submitted by ICPA St George Branch, and under Council's consideration.

Councillors Chambers and Bryant left the Chamber at 10.17am, taking no further part in discussions on the matter.

At cessation of discussions in relation to the abovementioned item, Councillors Chambers and Bryant entered the Chamber at 10.21am.

Cr. Scheffe declared a 'Material Personal Interest' in item C.15 – Ezyas Fitness – Request for venue hire financial support, due to the applicant under consideration being his wife.

Cr. Scheffe left the Chamber at 10.46am, taking no further part in discussions on the matter.

Discussion ceased on abovementioned item at the time of Council adjourning the meeting for Morning Tea. Cr. Scheffe did not return to the meeting until business resumed at 11.33am.

SUBJECT HEADING: SUSPENSION OF STANDING ORDERS
 COUNCIL ADJOURNED THE MEETING FOR A MORNING TEA AT 10.55AM

SUBJECT HEADING: RESUMPTION OF STANDING ORDERS
 COUNCIL RESUMED THE MEETING AT 11.33AM

Cr. Flynn left the Chambers at 12.16pm, and entered at 12.23pm.

Cr. Stanford left the Chambers at 12.44pm, and entered at 12.48pm.

SUBJECT HEADING: SUSPENSION OF STANDING ORDERS
 COUNCIL ADJOURNED THE MEETING FOR A LUNCH AT 12.50PM

SUBJECT HEADING: RESUMPTION OF STANDING ORDERS
 COUNCIL RESUMED THE MEETING AT 1.23PM

Resolution No. GM/04.2016/44	
Moved Cr O'Neil	Seconded Cr McMullen
That Council open the meeting to the public at 1.33pm.	
CARRIED	9/0

LATE ITEMS

Item Number: L.1 **File Number:** D16/29994

SUBJECT HEADING: MONTHLY FINANCIAL STATEMENTS MARCH 2016

Officer's Title: Specialist - Finance Systems Support

Executive Summary:

The purpose of this report is for Council to receive a monthly financial report in accordance with section 204 of the Local Government Regulation 2012 for the month of March 2016.

Resolution No. GM/04.2016/45	
Moved Cr Chambers	Seconded Cr Stanford
That the financial reports to 31 March 2016 be received and noted.	
CARRIED	9/0

Responsible Officer	Specialist - Finance Systems Support
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Cr. Bryant left the Chamber at 1.42pm.

Item Number: L.2 **File Number:** D16/33704

SUBJECT HEADING: COUNCILLOR PORTFOLIOS

Officer's Title: Chief Executive Officer

Executive Summary:

The report tabled updated documents for:

- Results of Discussion Paper – Councillor Portfolios
- Updated Draft Community Engagement Framework

Council was asked to consider arrangements.

Resolution No. GM/04.2016/46

Moved Cr O'Neil

Seconded Cr Scheffe

That Council:

1. **Adopt the following Portfolio Structure, including the recommended 'In-built Back up' arrangements if required (incorporating Cr Bryant as back up to the Economic Development Portfolio):**

Councillor	Portfolio
Mayor Tyson Golder	<ul style="list-style-type: none"> • Government Relations (Federal, State, Local) • Major Stakeholder Engagement (e.g. Industry, CSG) • Executive Management (in line with Council policies) • Disaster Management
Deputy Mayor Jan Chambers	<ul style="list-style-type: none"> • Finance • Elected Member Services • Community Engagement (Information, Consultation, Participation) • Major Projects (e.g. Flood Mitigation)
Cr Robyn Bryant	<ul style="list-style-type: none"> • Planning & Building • Rural Services (Stock Routes, Wild Dogs, Pest Management)
Cr Puddy Chandler	<ul style="list-style-type: none"> • Tourism & Arts • Community Safety
Cr Peter Flynn	<ul style="list-style-type: none"> • Saleyards • Youth, Recreation & Sport
Cr Geoff McMullen	<ul style="list-style-type: none"> • Towns & Surrounds (Town Streets, Beautification, Parks, Gardens, Cemeteries, Footpaths) • Environment & Waste
Cr Cameron O'Neil	<ul style="list-style-type: none"> • Facilities, Airports & Events • Economic Development & Advocacy
Cr David Scheffe	<ul style="list-style-type: none"> • Utilities (Water, Sewerage & Gas) • Geothermal Energy • Local Business
Cr Janelle Stanford	<ul style="list-style-type: none"> • Community & Social Services • Rural Roads & Grids

2. **Consider the Draft Community Engagement Strategy at an upcoming Councillor Workshop.**

CARRIED

8/0

Responsible Officer
**Chief Executive Officer/Coordinator Elected
Members & Community Engagement**
Item Number:
C.1
File Number: D16/28849
SUBJECT HEADING:
WALLUMBILLA SWIMMING POOL LEASE AGREEMENT
Officer's Title:
Manager - Facilities (Land, Buildings & Structures)
Executive Summary:

The Wallumbilla Swimming Pool is owned by The State of Queensland (represented by the Department of Education and Training). Council has a current lease agreement with The State of Queensland to operate the pool to allow the facility to be open to the general public. The term of the lease is for a five (5) year period, with the option to renew the lease for a further two (2) periods of five (5) years. The current lease expires 13 November 2016.

Resolution No. GM/04.2016/47
Moved Cr Schefe
Seconded Cr Stanford

That Council exercise the first option to renew the Wallumbilla Swimming Pool Lease Agreement with The State of Queensland (represented by the Department of Education and Training) for a period of five (5) years.

CARRIED

8/0

Responsible Officer
**Manager - Facilities (Land, Buildings &
Structures)**
Item Number:
C.2
File Number: D16/20469
SUBJECT HEADING:
**NATIVE TITLE - IMAN PEOPLE #2 NATIVE TITLE CLAIM
QUD6162/1998**
Officer's Title:
Manager - Facilities (Land, Buildings & Structures)
Executive Summary:

The purpose of this report was to seek Council's endorsement of the terms of draft consent determination orders recognising the Iman People as the holders of certain native title rights and interests. The determination orders have been negotiated between all parties to these court proceedings.

Resolution No. GM/04.2016/48
Moved Cr Chambers
Seconded Cr McMullen

That Council having considered the tabled draft s87 agreement and determination orders:

- 1. Approve, and is prepared to consent to the draft determination orders for QUD6162/1998 (Iman People #2).**
- 2. Authorise the Chief Executive Officer to endorse, on its behalf, any incidental changes made to the draft determination prior to execution.**
- 3. Authorise Gilkerson Legal to execute an agreement under section 87 of the Native Title Act 1993 confirming Council's consent to the draft determination orders.**

CARRIED

8/0

Responsible Officer
Manager - Facilities (Land, Buildings & Structures)
Item Number:

C.3

File Number: D16/25492

SUBJECT HEADING:
SALE OF SURPLUS BUILDING - CREEK STREET YULEBA
Officer's Title:
Manager - Facilities (Land, Buildings & Structures)
Executive Summary:

Council received interest in purchasing the Old Yuleba Library located at 7 Creek Street Yuleba.

Since the opening of the Yuleba Services Centre this building has been surplus to operational requirements, Council was asked to provide direction in regard to retention or disposal of this asset.

Resolution No. GM/04.2016/49
Moved Cr Flynn
Seconded Cr O'Neil

That Council offer for sale by tender Lot 207 on Y2211 (the old Yuleba Library) as the building is surplus to operational requirements.

CARRIED

7/1

Responsible Officer
Manager - Facilities (Land, Buildings & Structures)

Cr. Bryant entered the Chamber at 1.48pm.

Item Number:

C.4

File Number: D16/32067

SUBJECT HEADING:
FISHERMAN'S PARK AMENITIES - SURAT
Officer's Title:
Manager - Facilities (Land, Buildings & Structures)
Executive Summary:

Council allocated funds in the capital works budget 2015/16 to construct a new toilet block at Fisherman's Park in Surat. Specification documents have been prepared and quotations invited via Vendor Panel and LG Tenderbox.

A report on responses received was presented for Council's consideration, and direction sought on progressing this project.

Resolution No. GM/04.2016/50
Moved Cr Flynn
Seconded Cr McMullen
That Council:

1. Review arrangements for the provision of facilities located at Fisherman's Park in Surat.
2. Continue current leasing arrangements for the supply of public toilets during the intervening period.
3. Call quotations for the supply of demountable and custom built facilities for location

at the park.

CARRIED 9/0

Responsible Officer	Manager - Facilities (Land, Buildings & Structures)
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Item Number: C.5 **File Number:** D16/32068

SUBJECT HEADING: MITCHELL RSL AND COMBINED SPORTS COMPLEX AMENITIES

Officer's Title: Manager - Facilities (Land, Buildings & Structures)

Executive Summary:

Council obtained funding of \$78,787 under the Get Playing Places and Spaces Program, to construct a new shower block at the Mitchell RSL and Combined Sports Complex and connect the shower block and existing toilet block to the town sewer system. Specification documents have been prepared and tenders invited via LG Tenderbox.

A report on responses received was presented for Council's consideration.

Resolution No. GM/04.2016/51	
Moved Cr Flynn	Seconded Cr O'Neil
That Council:	
<ol style="list-style-type: none"> 1. Select Ausco Modular Pty Ltd as the preferred tenderer for construction of a new shower block at the Mitchell RSL and Combined Sports Complex. 2. Note the tendered price of \$57,774.50 (Inc. GST) to supply the specified modular shower facility, noting that additional costs will be incurred for sewer line design, and all service connection requirements. 	
CARRIED	9/0

Responsible Officer	Manager - Facilities (Land, Buildings & Structures)
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Cr. O'Neil declared a 'Conflict of Interest' the following item due to him being a Director of training organisation Golden West, a company that could be perceived to be in direct competition with the applicant (Gateway Training).

Cr. O'Neil left the Chamber at 1.50pm, taking no further part in discussions or debate on the matter.

Item Number: C.6 **File Number:** D16/26072

SUBJECT HEADING: REQUEST TO TENANT - ROMA COMMUNITY HUB

Officer's Title: Specialist - Lease Management & User Facility Agreements

Executive Summary:

An Expression of Interest has been received from Gateway to Training to tenant an area within the open plan area of the Roma Community Hub.

Council was asked to consider this request.

Resolution No. GM/04.2016/52	
Moved Cr Stanford	Seconded Cr Chandler
That Council:	
<ol style="list-style-type: none"> 1. Enter into a tenancy arrangement with Gateway to Training Network for an area within the open plan section of the Roma Community Hub for a period of one (1) year. 2. Offer Gateway to Training the opportunity to enter into this arrangement at the agreed rental amount of \$522.78 per month (Inc. GST). 	
CARRIED	8/0

Responsible Officer	Specialist - Lease Management & User Facility Agreements
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At cessation of discussion and debate on the abovementioned item, C. O'Neil entered the Chamber at 1.52pm.

Item Number: C.7 **File Number:** D16/32080

SUBJECT HEADING: REQUEST TO TENANT - ROMA COMMUNITY HUB

Officer's Title: Specialist - Lease Management & User Facility Agreements

Executive Summary:

Council has received an Expression of Interest from the Australian Taxation Office requesting to tenant office space within the open plan area at the Roma Community Hub on a short term basis.

Council is asked to consider the request.

Resolution No. GM/04.2016/53	
Moved Cr Schefe	Seconded Cr Stanford
That Council enter into a short term tenancy arrangement from 1 July 2016 to 31 October 2016 with the Australian Taxation Office to tenant a space within the open plan office at the Roma Community Hub, at the applicable rate charged for use of the facility.	
CARRIED	8/1

Responsible Officer	Specialist - Lease Management & User Facility Agreements
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Item Number: C.8 **File Number:** D16/32134

SUBJECT HEADING: USER AGREEMENT RENEWAL - HIBERNIAN HALL

Officer's Title: Specialist - Lease Management & User Facility Agreements

Executive Summary:

Dance wEST03 has advised Council that it is interested in renewing the user agreement for use of the Hibernian Hall in Roma for Dance Classes.

Council is asked to consider the request.

Resolution No. GM/04.2016/54	
Moved Cr Chambers	Seconded Cr Bryant
That Council:	
<ol style="list-style-type: none"> 1. Enter into a non- exclusive User Agreement with Dance wEST03 for the use of the Hibernian Hall Roma for a period of two years. 2. Charge Dance wEST03 a hire fee as per Council fees and charges for the use of the Hibernian Hall for the term of this agreement. 3. Requires that all applicable fees and charges outstanding be paid prior to acceptance of the renewed agreement. 	
CARRIED	9/0

Responsible Officer	Specialist - Lease Management & User Facility Agreements
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Cr. Stanford declared a potential perceived 'Conflict of interest' in the following item, due to her being a joint owner of an investment property with the Owner/Manager of Vital Health, the applicant under consideration.

Cr. Stanford left the Chamber at 1.57pm, taking no further part in discussions or debate on the matter.

Item Number:	C.9	File Number: D16/24590
SUBJECT HEADING:	USER AGREEMENT RENEWAL - INJUNE VISITING PROFESSIONALS ROOM	
Officer's Title:	Specialist - Lease Management & User Facility Agreements	

Executive Summary:

Vital Health Roma has formally advised Council of their interest to renew their user agreement for use of the Visiting Professionals Room at the Injune Administration Centre.

Council was asked to consider the request and enter into a formal agreement with the applicant.

Resolution No. GM/04.2016/55	
Moved Cr O'Neil	Seconded Cr Scheffe
That Council:	
<ol style="list-style-type: none"> 1. Enter into a non- exclusive User Agreement with Vital Health for the use of the Visiting Professionals Room at the Injune Office for a period of 1 (one) year. 2. Charge Vital Health a hire fee as per Council fees and charges for the use of the Visiting Professionals room for the term of this agreement. 	

CARRIED

8/0

Responsible Officer
Specialist - Lease Management & User Facility Agreements

At cessation of discussion and debate on the abovementioned item, Cr. Stanford entered the Chamber at 1.59pm.

Item Number:
C.10
File Number: D16/31038
SUBJECT HEADING:
REQUEST FOR NON FINANCIAL ASSISTANCE – ROMA CLAY TARGET CLUB INC.
Officer's Title:
Grants Officer
Executive Summary:

Maranoa Regional Council has received a request for Non-Financial Assistance from the Roma Clay Target Club Inc. to line mark their recently re-sealed carpark.

Resolution No. GM/04.2016/56
Moved Cr Flynn
Seconded Cr Scheffe
That Council:

1. **Provide Major Non-Financial Assistance for the Roma Clay Target Club Inc. which will allow the line marking work to complete their carpark.**
2. **Allocate the value of the assistance, estimated at \$6,856, to the Major In-Kind budget GL 2887.2248.2001**

CARRIED

5/4

Responsible Officer
Grants Officer

Councillors Chambers & Bryant declared a 'Material Personal Interest' in the following item due to:

- Cr. Chambers put forward her declaration in relation to her provision of a quotation to provide earthwork service for the project put forward by – Mungallala Rural Fire Brigade, under Council's consideration. Cr. Chambers further declared that while she participated as a member on the assessment panel, she excluded herself from discussions pertaining to this submission.
- Cr. Bryant put forward a quotation in the provision of In-kind services for the project submitted by ICPA St George Branch, under Council's consideration.

Councillors Chambers and Bryant left the Chamber taking no further part in discussions or debate on the matter at 2.05pm.

Item Number:
C.11
File Number: D16/31605
SUBJECT HEADING:
COMMUNITY GRANT APPLICATIONS FOR ROUND TWO
Officer's Title:
Grants Officer
Executive Summary:

The Maranoa Regional Council's second round of Community Grant applications for the 2015-16 financial year have been received and assessed.

Eight Community Grants have been recommended by the panel for endorsement by Council. One Major Grant application was received, and was also recommended for funding.

Resolution No. GM/04.2016/57

Moved Cr McMullen

Seconded Cr O'Neil

That Council:

- 1. Endorse the recommendations of the assessment panel and approve the Community Grant applications submitted as follows:**

Organisation	Project Description	Funding Approved	Total Project Cost
ICPA St George Branch	Training for isolated children in water safety	\$1,440	\$19,486
Amby Progress Association	Construction of a covered picnic area in local park	\$11,241	\$23,282
Maranoa Wildlife Caring & Education Centre Pty Ltd	Provision of accredited wildlife caring training	\$4,250	\$8,700
Roma Contract Bridge Club	Engaging a tutor for a 3 day workshop	\$1,735	\$3,470
Surat Hospital Auxiliary	Purchase of a speech magnifier to assist the senior and visually impaired members to read	\$3,983	\$7,965
Surat & District Development Association Inc. (SDDA)	Construction of a second toilet for the Hub at Surat	\$4,918	\$9,836
Teelba Gun Club Inc.	Purchase of a purpose built removable cold-room with trailer	\$6,998	\$13,995
Tooloombilla Rodeo & Campdraft Association	Purchase of PA sound system	\$500	\$3,823

- 2. Approve the Major Grant Application submitted by Mungallala Rural Fire Brigade for construction of a new fire shed in Mungallala to house the new fire truck.
Funding approved: \$18,482 (excluding funding of the acknowledgement plaque).
Total Project Cost: \$78,952.**

CARRIED

7/0

Responsible Officer	Grants Officer
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At cessation of discussion and debate on the abovementioned item, Councillors Chambers & Bryant entered the Chamber at 2.06pm.

Item Number: C.12 **File Number:** D16/30415

SUBJECT HEADING: REVIEW OF BUDGETARY ALLOCATIONS

Officer's Title: Local Development Officer Mitchell

Executive Summary:

The opportunity has arisen to deliver some small local projects in Mitchell and Amby, which will improve amenities for locals and visitors. It was recommended that these projects be delivered as the winter tourism season commences to enhance the visitor experience.

Resolution No. GM/04.2016/58

Moved Cr O'Neil

Seconded Cr Bryant

That Council:

1. Allocate \$1,000 from work order 14827.2539.2001 (Local Development Mitchell General Operations) for installation of WiFi at the Great Artesian Spa Tourism Facility in Mitchell.
2. Allocate \$2,500 from work order 14827.2539.2001 (Local Development Mitchell General Operations) for design and installation of interpretive signage in Amby.

CARRIED

9/0

Responsible Officer	Local Development Officer Mitchell
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Item Number:

C.13

File Number: D16/31753

SUBJECT HEADING:

WALLUMBILLA SES SHED

Officer's Title:

Coordinator - Grants, Local Development & Council Events

Executive Summary:

The Wallumbilla State Emergency Service Unit (SES) and the Rural Fire Brigade have identified the need for a Combined Services Centre to safely house emergency vehicles, trailers and equipment, and serve as an effective operations centre.

The group is now in the process of seeking funding to build the centre, and it was recommended that Council consider financial and project management assistance as part of the 2016/17 budget deliberations.

Resolution No. GM/04.2016/59

Moved Cr Chambers

Seconded Cr Stanford

That Council:

1. Allocate the surplus \$25,000 from the 2015/16 SES recurrent funding towards the Wallumbilla Combined Services Centre project, and that this amount be rolled over into subsequent budgets.
2. Consider allocating further funds and a project timeframe in the 2016/17 budget to deliver the Wallumbilla Combined Services Centre project.
3. Apply for funding for the project in the next round of Local Government Grants & Subsidies and Community Resilience funding. Funding applications are to be dependent on the project meeting the criteria, including budget requirements.
4. If funding becomes available, request the Wallumbilla SES Unit delegate a full project management role to Council to deliver the project.

CARRIED

8/1

Responsible Officer	Coordinator - Grants, Local Development & Council Events
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Item Number:

C.14

File Number: D16/12539

SUBJECT HEADING:

EXCESS ANIMAL APPLICATION - 2016-12

Officer's Title:

Manager Customer & Community Services

Executive Summary:

An excess animal application for an additional dog has been lodged for Council's consideration.

Assessments have been made of the application, mandatory documents provided, site inspection results and the background checks performed of the dog owner and nominated dog(s). The assessments were made in accordance with the criteria specified in Local Law No 1 (Administration) 2011. Based on these assessments, officers recommended that the application be approved.

Resolution No. GM/04.2016/60

Moved Cr O'Neil

Seconded Cr McMullen

That, in accordance with the provisions of Local Law No 1 (Administration) 2011 and Local Law No 2 (Animal Management) 2011, Council grants an excess dogs approval for the keeping of the three (3) dogs identified in Excess Animal Application Number 2016-12, (each an "identified dog") microchip numbers; Dog One male Border Collie 6 years old, Dog Two male Border Collie 10 months old and Excess Dog One 956 000 004 888 716, on the premises, 52 Russell Street Wallumbilla, identified in Excess Animal Application Number 2016-12 (the "premises") for a term of 1 year subject to the following conditions:

- (a) this approval allows for a total of three (3) dogs to be kept on the premises and is limited to the three (3) identified dogs; and
- (b) if any identified dog dies or is relocated to other premises or is kept by another owner or keeper at other premises, the dog may not be replaced by another dog unless the keeping of the dogs on the premises is approved under another excess dogs approval; and
- (c) the approval holder must ensure each and every identified dog is:
 - (i) registered with Council; and
 - (ii) implanted with a prescribed permanent identification device in accordance with section 14 of the Animal Management (Cats and Dogs) Act 2008; and
 - (iii) Dog One and Dog Two are microchipped within 14 days of resolution notification; and
- (d) the approval holder must take all reasonable steps to prevent each and every identified dog kept on the premises from making a noise or disturbance that causes a nuisance or disturbance to the occupiers of other premises; and
- (e) the approval holder must ensure that any enclosure in which any identified dog is kept on the premises is properly drained and that run-off is kept off adjoining premises; and
- (f) the approval holder must ensure that excreta, food scraps and other material that is, or is likely to become, offensive is collected daily and, if not immediately disposed of, is kept in a waste container of a kind approved by an authorised person; and
- (g) the approval holder must ensure that any enclosure in which any identified dog is kept on the premises is maintained in:
 - (i) a clean and sanitary condition and disinfected regularly; and
 - (ii) an aesthetically acceptable condition; and

- (h) the approval holder must ensure a proper enclosure is maintained on the premises in accordance with the requirements of Local Law No. 2 (Animal Management) 2011; and
- (i) the approval holder must notify Council in writing in the event of the suspension or cancellation of a relevant approval for the keeping of any identified dog on the premises within 3 days of the suspension or cancellation of the relevant approval. For example, if the approval holder is the occupier of the premises and the owner of the premises suspends or cancels the approval holder's right to keep any identified dog at the premises, the approval holder must notify Council in writing of the suspension or cancellation of the approval within 3 days of the suspension or cancellation.

CARRIED

9/0

Responsible Officer	Manager Customer & Community Services
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Cr. Schefe declared a 'Material Personal Interest' in the following item, due to the applicant under consideration being Cr. Schefe's wife. Cr. Schefe left the Chamber at 2.12pm, taking no further part in discussions or debate on the matter.

Item Number: C.15 **File Number:** D16/23264

SUBJECT HEADING: EZYAS FITNESS - REQUEST FOR VENUE HIRE
FINANCIAL SUPPORT

Officer's Title: Manager Customer & Community Services

Executive Summary:

Ezyas Fitness owner is seeking financial assistance from Council to support venue hire for the Heartstarters program within the 2016/2017 budget.

Resolution No. GM/04.2016/61

Moved Cr Bryant

Seconded Cr McMullen

That Council:

1. Not approve the use of council Funds (\$600 per annum / \$50 per month) to pay for hire of the Senior Citizens Hall in Roma, in support of the seniors' exercise class (Heart Starters), effective 1 July 2016.
2. Send appropriate correspondence the applicant & Senior Citizens Group notifying them of Council's decision.

CARRIED

7/1

Responsible Officer	Manager Customer & Community Services
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At cessation of discussion and debate on the abovementioned item, Cr. Schefe entered the Chamber at 2.17pm.

Item Number: C.16 **File Number:** D16/31841

SUBJECT HEADING: EXCESS ANIMAL APPLICATION 2016-19

Officer's Title: Community Safety Administration Officer

Executive Summary:

An excess animal application for additional dogs has been lodged for Council's consideration.

Assessments have been made of the application, mandatory documents provided, site inspection undertaken and background checks performed on the dog owner and nominated dog(s). The assessments were made in accordance with the criteria specified in Local Law No 1 (Administration) 2011. Based on these assessments, officers recommended that the application be approved.

Resolution No. GM/04.2016/62

Moved Cr Stanford

Seconded Cr Chandler

That, in accordance with the provisions of Local Law No 1 (Administration) 2011 and Local Law No 2 (Animal Management) 2011, Council grants an excess dogs approval for the keeping of the four (4) dogs identified in Excess Animal Application Number 2016-19 (each an "identified dog") microchip numbers: 956 000 008 381 650, 956 000 008 668 429, 943 094 330 263 705 and 982 009 102 523 885, on the premises, 21 Redford Street Mungallala identified in Excess Animal Application Number 2016-19 (the "premises") for a term of 1 year subject to the following conditions:

- (a) this approval allows for a total of four (4) dogs to be kept on the premises and is limited to the four (4) identified dogs; and**
- (b) if any identified dog dies or is relocated to other premises or is kept by another owner or keeper at other premises, the dog may not be replaced by another dog unless the keeping of the dogs on the premises is approved under another excess dogs approval; and**
- (c) the approval holder must ensure each and every identified dog is:
 - (i) implanted with a prescribed permanent identification device in accordance with section 14 of the Animal Management (Cats and Dogs) Act 2008; and**
 - (ii) registered with Council; and****
- (d) the approval holder must take all reasonable steps to prevent each and every identified dog kept on the premises from making a noise or disturbance that causes a nuisance or disturbance to the occupiers of other premises; and**
- (e) the approval holder must ensure that any enclosure in which any identified dog is kept on the premises is properly drained and that run-off is kept off adjoining premises; and**
- (f) the approval holder must ensure that excreta, food scraps and other material that is, or is likely to become, offensive is collected daily and, if not immediately disposed of, is kept in a waste container of a kind approved by an authorised person; and**
- (g) the approval holder must ensure that any enclosure in which any identified dog is kept on the premises is maintained in:
 - (i) a clean and sanitary condition and disinfected regularly; and**
 - (ii) an aesthetically acceptable condition; and****
- (h) the approval holder must ensure a proper enclosure is maintained on the premises in accordance with the requirements of Local Law No. 2 (Animal Management) 2011; and**
- (i) the approval holder must notify Council in writing in the event of the suspension or cancellation of a relevant approval for the keeping of any identified dog on the premises within 3 days of the suspension or cancellation of the relevant approval. For example, if the approval holder is the occupier of the premises and the owner of**

the premises suspends or cancels the approval holder's right to keep any identified dog at the premises, the approval holder must notify Council in writing of the suspension or cancellation of the approval within 3 days of the suspension or cancellation.

CARRIED

9/0

Responsible Officer

Community Safety Administration Officer

Item Number:

C.17

File Number: D16/32070

SUBJECT HEADING:

EXCESS DOG APPLICATION 2016-20

Officer's Title:

Community Safety Administration Officer

Executive Summary:

An excess animal application for additional dogs has been lodged for Council's consideration.

Assessments have been made of the application, mandatory documents provided, site inspection undertaken and the background checks performed on the dog owner and nominated dog(s). The assessments were made in accordance with the criteria specified in Local Law No 1 (Administration) 2011. Based on these assessments, officers recommended that the application be approved.

Resolution No. GM/04.2016/63

Moved Cr Bryant

Seconded Cr Stanford

That, in accordance with the provisions of Local Law No 1 (Administration) 2011 and Local Law No 2 (Animal Management) 2011, Council grants an excess dogs approval for the keeping of the four (4) dogs identified in Excess Animal Application number 2016-20 (each an "identified dog") microchip numbers: 970 631 871 116 988, 956 000 004 053 965, 943 094 320 411 536 and 982 000 364 608 190, on the premises, 16 Hoffman Street Roma identified in Excess Animal Application number 2016-20 (the "premises") for a term of 1 year subject to the following conditions:

- (a) this approval allows for a total of four (4) dogs to be kept on the premises and is limited to the four (4) identified dogs; and
- (b) if any identified dog dies or is relocated to other premises or is kept by another owner or keeper at other premises, the dog may not be replaced by another dog unless the keeping of the dogs on the premises is approved under another excess dogs approval; and
- (c) the approval holder must ensure each and every identified dog is:
 - (i) implanted with a prescribed permanent identification device in accordance with section 14 of the Animal Management (Cats and Dogs) Act 2008; and
 - (ii) registered with Council; and
- (d) the approval holder must take all reasonable steps to prevent each and every identified dog kept on the premises from making a noise or disturbance that causes a nuisance or disturbance to the occupiers of other premises; and
- (e) the approval holder must ensure that any enclosure in which any identified dog is kept on the premises is properly drained and that run-off is kept off adjoining premises; and
- (f) the approval holder must ensure that excreta, food scraps and other material that is, or is likely to become, offensive is collected daily and, if not immediately disposed of,

<p>is kept in a waste container of a kind approved by an authorised person; and</p> <p>(g) the approval holder must ensure that any enclosure in which any identified dog is kept on the premises is maintained in:</p> <p style="padding-left: 40px;">(i) a clean and sanitary condition and disinfected regularly; and</p> <p style="padding-left: 40px;">(ii) an aesthetically acceptable condition; and</p> <p>(h) the approval holder must ensure a proper enclosure is maintained on the premises in accordance with the requirements of Local Law No. 2 (Animal Management) 2011; and</p> <p>(i) the approval holder must notify Council in writing in the event of the suspension or cancellation of a relevant approval for the keeping of any identified dog on the premises within 3 days of the suspension or cancellation of the relevant approval. For example, if the approval holder is the occupier of the premises and the owner of the premises suspends or cancels the approval holder's right to keep any identified dog at the premises, the approval holder must notify Council in writing of the suspension or cancellation of the approval within 3 days of the suspension or cancellation.</p>	9/0
CARRIED	

Responsible Officer	Community Safety Administration Officer
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Item Number: C.18 **File Number:** D16/20037

SUBJECT HEADING: BUSINESS ACTIVITY REPORT - SALEYARDS

Officer's Title: Support Officer - Corporate & Commercial Services

Executive Summary:

This Monthly Report was presented to Council to provide a summary of the performance of Council's Saleyards 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/04.2016/64	
Moved Cr Flynn	Seconded Cr McMullen
That Council receive and note the Officer's report as presented for the period January to March 2016.	
CARRIED	
9/0	

Responsible Officer	Support Officer - Corporate & Commercial Services
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Item Number: C.19 **File Number:** D16/31427

SUBJECT HEADING: BUSINESS ACTIVITY REPORT - QUARRY

Officer's Title: Support Officer - Corporate & Commercial Services

Executive Summary:

This Monthly Report was presented to Council to provide a summary of the performance of Council's Quarry 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/04.2016/65	
Moved Cr O'Neil	Seconded Cr McMullen
That Council receive and note the Officer's report as presented or the period December 2015 – February 2016.	
CARRIED	9/0

Responsible Officer	Support Officer - Corporate & Commercial Services
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Item Number: C.20 **File Number:** D16/28257

SUBJECT HEADING: REQUEST FOR GRANTING OF RATES DISCOUNT – ASSESSMENT NO. 15003163 & 1500405

Officer's Title: Coordinator - Rates

Executive Summary:

Correspondence was received from the applicant requesting the discount be granted although payment was received by post after the close of discount.

Resolution No. GM/04.2016/66	
Moved Cr Stanford	Seconded Cr Scheffe
That Council grant the discount of \$368.24 for Assessment No. 15003163 & \$264.46 for Assessment No. 15004005, as the circumstances meet the criteria set out in Council's adopted Revenue Statement for granting rates discount.	
CARRIED	9/0

Responsible Officer	Coordinator - Rates
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Item Number: C.21 **File Number:** D16/20172

SUBJECT HEADING: APPLICATIONS FOR RATE PAYMENT ARRANGEMENT – VARIOUS APPLICANTIONS

Officer's Title: Coordinator - Rates

Executive Summary:

Applications for rates payment arrangements 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/04.2016/67	
Moved Cr Chambers	Seconded Cr Scheffe
That Council:	
Accept the applicant's payment plans set out in the table as follows, and subject to all rates, charges and arrears accumulated paid in full by 30 June 2017.	

Assessment No.	Outstanding Balance	Payment Proposal
15007032	\$1872.44	\$250/month

Decline the applicants' payment plans set out in the table as follows, 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.

Assessment No.	Outstanding Balance	Payment Proposal
12014007	\$1,303.61	\$140/month
15002595	\$10,324.93	\$150/fortnight
14001887	\$1,214.93	\$100/fortnight
14002315	\$3,516.20	\$260/month
15013667	\$1,213.89	\$202.32/month
14001515	\$1,284.21	\$184/month
14008643	\$1,624.34	\$70/fortnight
14017263	\$1,341.67	\$150/month
14013148	\$5,770.82	\$20/fortnight

CARRIED 9/0

Responsible Officer	Coordinator - Rates
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Item Number: C.22 File Number: D16/31977

SUBJECT HEADING: REQUEST FOR DISCOUNT – ASSESSMENT NO. 13010988

Officer's Title: Coordinator - Rates

Executive Summary:

Correspondence was received from the applicant requesting discount be granted although payment was received by post after the close of discount.

Resolution No. GM/04.2016/68	
Moved Cr Bryant	Seconded Cr Chandler
That Council:	
<ol style="list-style-type: none"> Not grant the discount on this occasion as the circumstances do not meet the criteria in Council's adopted Revenue Statement or the Local Government Regulation 2012 for granting discount. Further, notify the ratepayer that Council provides a number of payment methods including payment at any Post Office or by phone, which eliminate the risk of any postal delays. 	
CARRIED	8/1

Responsible Officer	Coordinator - Rates
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Item Number: C.23 File Number: D16/31928

SUBJECT HEADING: REQUEST FOR GRANTING OF RATES DISCOUNT – ASSESSMENT NO. 14018097

Officer's Title: Coordinator - Rates

Executive Summary:

Correspondence was received from the applicant requesting discount be granted although payment was received by post after the close of discount.

Resolution No. GM/04.2016/69	
Moved Cr O'Neil	Seconded Cr Bryant
That Council:	
<ol style="list-style-type: none"> 1. Not grant the discount on this occasion as the circumstances do not meet the criteria in Council's adopted Revenue Statement or the Local Government Regulation 2012 for granting discount. 2. Further, advise the ratepayer that Council provides a number of payment methods including payment at any Post Office or by phone, which eliminate the risk of any postal delays. 	
CARRIED	8/1

Responsible Officer	Coordinator - Rates
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Item Number: C.24 **File Number:** D16/32062

SUBJECT HEADING: REQUEST FURTHER LEGAL PROCEEDINGS BE COMMENCED

Officer's Title: Coordinator - Debtors

Executive Summary:

The Customer has defaulted on payment plan and outstanding debt remains owing to Council.

Resolution No. GM/04.2016/70	
Moved Cr Chambers	Seconded Cr O'Neil
That Council pursue further legal action against the customer.	
CARRIED	8/1

Responsible Officer	Coordinator - Debtors
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LATE CONFIDENTIAL ITEMS

Item Number: LC.1 **File Number:** D16/10099

SUBJECT HEADING: ROMA FLOOD MITIGATION PROJECT - BUILDING OUR REGIONS (BOR) DETAILED DESIGN AND DOCUMENTATION

Officer's Title: Manager – Infrastructure Contracts

Executive Summary:

Council invited GHD Pty Ltd (GHD) to submit a fee proposal for Building Our Regions (BOR) design and documentation consultancy. The fee proposal provides for Pre-Construction Modelling; Assistance in producing Community Consultation materials; Design and Documentation;

Environmental; Technical Advice (if required by Council); and Planning Submission (if required by Council).

The GHD proposal is competitively priced.

Council's approval for engagement of GHD to undertake design and documentation for BOR works was recommended in accordance with Section 235 (b) of the Local Government Regulation 2012.

Resolution No. GM/04.2016/71

Moved Cr Schefe

Seconded Cr O'Neil

That in accordance with Section 235 (b) of the Local Government Regulation 2012, which states:

A local government may enter into a medium-sized contractual arrangement or large-sized contractual arrangement without first inviting written quotes or tenders if:

The local government resolves that, because of the specialised or confidential nature of the services that are sought, it would be impractical or disadvantageous for the local government to invite quotes or tenders.

Council:

- 1. Approve the engagement of GHD to provide consultancy services for the BOR works as outlined in their fee proposal for the scope items of \$421,444 (Exc. GST), of 21 April 2016, namely: Pre-Construction Modelling; Assistance in producing Community Consultation materials; Design and Documentation; Environmental; and Technical Advice (if required by Council); and Planning Submission (if required by Council) and**
- 2. Council approve the inclusion of survey on the list of consultancy services which GHD will provide for the BOR works.**

CARRIED

9/0

Responsible Officer

Manager – Infrastructure Contracts

Item Number:

C.25

File Number: D16/32564

SUBJECT HEADING:

CONDUCT AND COMPENSATION AGREEMENT AGR-002789 ROAD RESERVE ATP 1187 SEISMIC (SANTOS GLNG)

Officer's Title:

Senior Engineer - Infrastructure Contracts

Executive Summary:

Santos GLNG, as compensation for carrying out seismic investigations within Council's road reserve, will compensate Council \$2,446.35, comprising of a seismic line once off payment of \$1,500.00, and \$946.35 of seismic line i.e. \$150.00 per km of seismic line for 6.309 km.

A Conduct and Compensation Agreement setting out this provision and other detail to sufficiently protect Council against consequential loss has been prepared by Santos in conjunction with Council officers and McCullough Robertson.

It is anticipated that the investigation will occur late in 2016 and take no longer than a few weeks.

Resolution No. GM/04.2016/72

Moved Cr Stanford

Seconded Cr Bryant

That Council authorise the Chief Executive Officer (CEO) to sign on Council's behalf, Conduct and Compensation Agreement AGR-002789 Road Reserve ATP 1187 Seismic, conditional on the agreement being to the CEO's satisfaction.

CARRIED

9/0

Responsible Officer

Senior Engineer - Infrastructure Contracts

Item Number:

LC.2

File Number: D16/9995

SUBJECT HEADING:

EXEMPTION REQUEST - EXCESS ANIMAL

Officer's Title:

Manager Customer & Community Services

Executive Summary:

Previous kennel permit holder (pre amalgamation) is requesting an exemption from the excess animal process and associated registration costs.

Resolution No. GM/04.2016/73

Moved Cr O'Neil

Seconded Cr McMullen

That Council:

1. Acknowledge receipt of a letter from the applicant dated 3 February 2016 seeking an exemption from the obligation, under Local Law No. 2 (Animal Management) 2011 and Subordinate Local Law No. 2 (Animal Management) 2011, to apply for, and obtain, an excess dogs approval and respond declining the request and requiring compliance with each applicable requirement of the local law; and
2. Invite the applicant to apply for an excess dogs approval.

CARRIED

9/0

Responsible Officer

Manager Customer & Community Services

Item Number:

LC.3

File Number: D16/33468

SUBJECT HEADING:

REQUEST FOR REIMBURSEMENT - WORKS ON LOOP ROAD, BOLLON

Officer's Title:

Senior Engineer (Roads, Drainage & Parks)
 Support Officer - Roads, Drainage & Parks

Executive Summary:

Robert Moore of "Grassmere" has requested that Council provides reimbursement to the value of \$ 2 329 (GST inclusive), as set out in the body of this report, for costs associated with unapproved roadworks undertaken on the Loop Road, Mitchell.

Resolution No. GM/04.2016/74

Moved Cr Stanford

Seconded Cr Bryant

That subject to specific legal advice, that Council, through the Chief Executive Officer write to Mr Moore to advise that Council:

1. Will not pay his invoice for \$ 2,329 due to the works being unapproved and not to the required standards.

2. Advises that he has wilfully damaged Council's asset and has committed an offence under s75 of the Local Government Act.
3. Accepts no responsibility or liability for the works carried out on the Loop Road through Grassmere.
4. Is seeking that this damage be rectified at no cost to public funds.
5. Requests that Mr Moore voluntarily make application to Council to reinstate the road to an appropriate standard at no cost to Council.
6. Include in the correspondence a summary of works undertaken on the Loop Road since July 2012.
7. Has taken steps to temporarily close the impacted section (chainage 19.4 – 22.98) of the Loop Road due to safety concerns.

CARRIED

9/0

Responsible Officer	Support Officer - Roads, Drainage & Parks
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MAYORAL MINUTE

The Mayor acknowledged local long term resident in Roma, Ann Gibbes, and her contributions to the community both as a former Councillor of Roma Town Council, as well as her many contributions as a volunteer and executive member on a number of community committees in Roma over the last 20 years. Sadly Ann has recently received some sad news regarding her health.

The Mayor, on behalf of Council, advised that Council's thoughts were with Ann and her family during this difficult time.

CLOSURE

There being no further business, the Mayor thanked Council for their attendance and declared the meeting closed at 2.35pm.

These Minutes are to be confirmed at the next General Meeting of Council to be held on 11 May 2016, at Roma Administration Centre.

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 Mayor.

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 Date.