

**MINUTES OF THE GENERAL MEETING OF MARANOA REGIONAL COUNCIL HELD AT ROMA ADMINISTRATION CENTRE ON 27 JULY 2016 COMMENCING AT 9.28 AM**

**ATTENDANCE**

Mayor Cr. T D Golder chaired the meeting with Deputy Mayor Cr. J L Chambers, Cr. R Bryant, Cr. N H Chandler, Cr. C J O'Neil, Cr. G B McMullen, Cr. D J Schefe, Cr. J M Stanford, Chief Executive Officer – Julie Reitano, Coordinator Communications – Jane Frith and Minutes Officer – Lauren Owen in attendance.

**AS REQUIRED**

Director Infrastructure Services – Cameron Castles, Director Development, Facilities & Environmental Services – Rob Hayward, Director Corporate, Community & Commercial Services – Sharon Frank, Manager Strategic Asset Management & Planning – Kym Downey, Manager Economic & Community Development – Ed Sims, Manager Communication, Information & Administration Services – Dale Waldron, Manager Customer & Community Services – Julie Neil, Manager Facilities – Tanya Mansfield, Specialist Finance Systems Support – Michael Chow, Coordinator Libraries, Arts & Culture – Michelle Blair, Coordinator Rates – Dana Harrison and Coordinator Community Safety – Gavin (Jason) Scott.

**GUESTS**

There were no guests in attendance at the meeting.

**WELCOME**

The Mayor welcomed all present and declared the meeting open at 9.28am.

**APOLOGIES**

**Resolution No. GM/07.2016/41**

**Moved Cr Chambers**

**Seconded Cr O'Neil**

**That apologies be received and leave of absence granted for Cr. Flynn for this meeting due to him representing Council at the Australian Livestock Markets Association meeting and Saleyards conference.**

CARRIED

8/0

**CONFIRMATION OF MINUTES**

**Resolution No. GM/07.2016/42**

**Moved Cr Chandler**

**Seconded Cr McMullen**

**That the minutes of the General Meeting (26-13.07.16) held on 13 July 2016 be confirmed.**

CARRIED

8/0

**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:** D16/54719

**SUBJECT HEADING:** REQUEST FOR STREET LIGHT OUTSIDE THE WALLUMBILLA STATE SCHOOL LIBRARY

**Officer's Title:** Specialist - Strategic Planning

#### **Executive Summary:**

*Council received a request for the provision of additional street lighting in High Street, Wallumbilla, adjacent to the Wallumbilla State School's library.*

**Resolution No. GM/07.2016/43**

**Moved Cr McMullen**

**Seconded Cr O'Neil**

**That Council install an additional street light at a cost of \$3,661 including GST on an existing power pole in High Street, Wallumbilla, near the footpath entrance to the Wallumbilla State School Library.**

CARRIED

8/0

**Responsible Officer**

**Specialist - Strategic Project Planning**

### CORPORATE, COMMUNITY & COMMERCIAL SERVICES

**Item Number:** 11.1 **File Number:** D16/59811

**SUBJECT HEADING:** USE OF ROMA SALEYARDS FOR ARTN CONVENTION BREAKFAST

**Officer's Title:** Local Development Officer Roma

#### **Executive Summary:**

*Australian Regional Tourism Network (ARTN) requested use of Roma Saleyards for a breakfast as part of the ARTN Convention on Thursday, 27 October 2016. It was recommended that Council approve the request.*

**Resolution No. GM/07.2016/44**

**Moved Cr Chandler**

**Seconded Cr Bryant**

**That Council grant approval to Australian Regional Tourism Network (ARTN) to host a breakfast at the Roma Saleyards for ARTN Convention delegates on Thursday, 27 October 2016.**

CARRIED

8/0

**Responsible Officer**

**Local Development Officer Roma**

**Item Number:** 11.2 **File Number:** D16/60232

**SUBJECT HEADING:** MONTHLY FINANCIAL STATEMENTS JUNE 2016

**Officer's Title:** Coordinator - Accounting Services

**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 month of June 2016.*

<b>Resolution No. GM/07.2016/45</b>	
<b>Moved Cr Chambers</b>	<b>Seconded Cr Stanford</b>
<b>That the financial reports to 30 June 2016 be received and noted.</b>	
CARRIED	8/0

<b>Responsible Officer</b>	<b>Coordinator - Accounting Services</b>
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**Item Number:** 11.3 **File Number:** D16/60620

**SUBJECT HEADING:** SELECTIVE INSPECTION PROGRAM NO. 2 - 2016

**Officer's Title:** Manager Customer & Community Services

**Executive Summary:**

*A report was provided to Council with the results of the Selective Inspection Program, which commenced on 22 February 2016 and concluded 30 June 2016 - Council Resolution No. SM/01.2016/02. The report also requested that consideration be given to planning for the next Selective Inspection Program.*

**Discussion:**

Cr. Chandler spoke for the motion, expressing her support of Council's ongoing efforts in addressing excess dogs in the town of Roma and throughout the region.

The Mayor spoke against the motion, indicating that he would like to see a review of Council's policy in relation to excess and problem dogs in order to ensure that it meets the expectations of the public.

Cr. Bryant spoke in favour of the motion, commending Council's compliance team and highlighting the important, but often difficult, role they play in the community. Cr. Bryant also indicated that Council's continued support of the compliance team will greatly assist in continued improvements in this area.

<b>Resolution No. GM/07.2016/46</b>	
<b>Moved Cr Chandler</b>	<b>Seconded Cr Bryant</b>
<b>That Council:</b>	
<ol style="list-style-type: none"> <li><b>1. Approve and support the current Council procedures and processes for compliance with the <i>Animal Management (Cats and Dogs) Act 2008</i> regarding registration and regulated dog provisions.</b></li> <li><b>2. Commence planning for the next Selective Inspection Program to commence with a proposed timeframe of two months during September and October 2016.</b></li> </ol>	
CARRIED (The Mayor requested his vote against the motion be recorded)	7/1

<b>Responsible Officer</b>	<b>Manager Customer &amp; Community Services</b>
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**DEVELOPMENT, FACILITIES & ENVIRONMENTAL SERVICES**

**Item Number:** 13.1 **File Number:** D16/59921

**SUBJECT HEADING:** **BROADBAND FOR SENIORS KIOSK FUNDING - 2016/17 CONTRACTS**

**Officer's Title:** **Coordinator - Libraries, Arts & Culture**

**Executive Summary:**

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

*Maranoa Regional Council 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 with the total funding amount being \$1,080. The funds will be dispensed to Information and Communication Technology (ICT) Solutions.*

**Discussion:**

Cr. Chambers spoke for the motion, indicating that this initiative has operated since 2013 and it is great to see funding available to continue to assist Council in providing free internet access at its libraries.

<b>Resolution No. GM/07.2016/47</b>	
<b>Moved Cr Chambers</b>	<b>Seconded Cr Scheffe</b>
<b>That Council authorise the Chief Executive Officer to sign the three contracts from Adult Learning Australia to access \$1,080 to contribute toward the cost of internet provision for the Broadband for Seniors kiosks.</b>	
CARRIED	8/0

<b>Responsible Officer</b>	<b>Coordinator - Libraries, Arts &amp; Culture</b>
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**Item Number:** 13.2 **File Number:** D16/60364

**SUBJECT HEADING:** **MONTHLY 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.*

*The Roma and regional swimming pool reports for the month of June were presented for Council's information.*

<b>Resolution No. GM/07.2016/48</b>	
<b>Moved Cr O'Neil</b>	<b>Seconded Cr Scheffe</b>
<b>That Council receive the Regional Swimming Pool Reports for the month of June 2016.</b>	
CARRIED	8/0

<b>Responsible Officer</b>	<b>Coordinator - Buildings &amp; Structures Maintenance</b>
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**Item Number:** 13.3

**File Number:** D16/63079

**SUBJECT HEADING:** DRAFT ECONOMIC DEVELOPMENT FRAMEWORK

**Officer's Title:** Manager - Economic & Community Development

**Executive Summary:**

*The purpose of an economic development strategy for a local government is to provide a framework that the local government can use to ensure its decisions and its service delivery support economic development in its community.*

*For the local government economic development strategy to be effective and efficient, the strategy needs to take account of industry, state and federal government strategies and their investment decisions.*

*The economic development strategy recognises seven key roles that local governments undertake in economic development:*

- 1. Facilitating an economic development strategy for the Maranoa region*
- 2. Partnering with local and regional groups and industries to progress economic development*
- 3. Requiring a 'whole-of-Council' commitment to economic development*
- 4. Balancing Council's rates, fees and charges to support economic development*
- 5. Integrating the Maranoa Planning Scheme as a key component of the Maranoa Economic Development Strategy*
- 6. Strengthening the local community focus in the integration of economic development and community development across the region*
- 7. Using Council's website as the primary vehicle for Council's economic development service delivery*

*The proposed resolution set out the framework for the strategies, policies and actions the Council can pursue for the economic development of the Maranoa region.*

**Discussion:**

Cr. O'Neil spoke for the motion, indicating that he looks forward to engaging with the broader community in developing Council's economic development framework, which will be tailored for Roma as well as smaller towns throughout the Maranoa. Cr. O'Neil commended the work of staff and highlighted the importance of economic development for the future sustainability of the region.

**Resolution No. GM/07.2016/49**

**Moved Cr O'Neil**

**Seconded Cr Bryant**

**That:**

- 1. Council adopt the following 7 documents as a draft framework setting out how Council supports economic development in the Maranoa region:**
  - Document 1 - Council's Economic Development Strategy components**
  - Document 2 - Economic development strategy - 7 July 2016**
  - Document 3 - Council's role in economic development - 7 July 2016**
  - Document 4 - Whole of Council commitment - 7 July 2016**
  - Document 5 - Maranoa Strategic Plan - 7 July 2016**
  - Document 6 - Economic Development website contents - 7 July 2016**
  - Document 7 - Current economic environment assumptions - 7 July 2016**
- 2. Council officers, with the guidance of Councillors, develop a final version of these documents.**
- 3. The final versions of these documents then be used in a process to engage the public in sharing the vision, providing comment and developing implementation action plans.**

CARRIED	8/0
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<b>Responsible Officer</b>	<b>Manager - Economic &amp; Community Development</b>
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**Item Number:** 13.4 **File Number:** D16/63112

**SUBJECT HEADING:** REVIEW OF COMMUNITY GRANTS

**Officer's Title:** Grants Officer

***Executive Summary:***

*A review of the grant funding amounts through Council's Community Grant program will better align the available budget with expectations from the community, and allow more community groups to be supported across the region.*

**Discussion:**

Cr. Chandler spoke for the motion, indicating that this is a positive change to the way funds are allocated under Council's Community Grant program.

<b>Resolution No. GM/07.2016/50</b>	
<b>Moved Cr Chandler</b>	<b>Seconded Cr Stanford</b>
<b>That Council:</b>	
<ol style="list-style-type: none"> <li>1. <b>Maintain the annual Community Grant budget of \$100,000 and change the funding streams to better suit the available budget:</b> <ul style="list-style-type: none"> <li>• <b><u>Community Grant</u> (\$500 - \$10,000) – 50% of the total project is funded by sources other than Council.</b></li> <li>• <b><u>Major Grant</u> (\$10,001-\$20,000) – 75% of the total project is funded by sources other than Council.</b></li> </ul> </li> <li>2. <b>Remove the Quick Grant category (\$100).</b></li> </ol>	
CARRIED	8/0

<b>Responsible Officer</b>	<b>Grants Officer</b>
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**LATE ITEMS**

**Item Number:** L .1 **File Number:** D16/47214

**SUBJECT HEADING:** REQUEST FOR IMPROVING ROMA BUS SHELTER

**Officer's Title:** Specialist - Strategic Planning

***Executive Summary:***

*Council received a request for improving the bus shelter in Arthur Street, Roma.*

<b>Resolution No. GM/07.2016/51</b>	
<b>Moved Cr McMullen</b>	<b>Seconded Cr Stanford</b>
<b>That Council consider the request as part of future budget deliberations, secondary to Council's 10 year capital works plan, subject to external funding being available</b>	
CARRIED	8/0

<b>Responsible Officer</b>	<b>Specialist - Strategic Planning</b>
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**Item Number:** L .2 **File Number:** D16/57896

**SUBJECT HEADING:** REQUEST FOR CAPITAL UPGRADE - GRAVEL PAVEMENT OF APPROXIMATELY 500M SECTION OF BORAH ACCESS ROAD

**Officer's Title:** Specialist - Strategic Planning

**Executive Summary:**

*Council received a request for gravel pavement of an approximately 500m section of Borah Access Road from the turn off of Maranoa Road.*

**Resolution No. GM/07.2016/52**

**Moved Cr Chambers**

**Seconded Cr Stanford**

That the applicant be advised that as Council has limited resources and funding, upgrade works on the road network are prioritised according to the designated classification of each road. Further as:

- Borah Access Road Lane is classified as a Rural Access – Secondary road, which is a lower order road within the road classification hierarchy, and;
- Construction of additional gravel pavement is above the adopted design standard for this classification of road;

Council is not in a position to provide gravel pavement as requested within the next 10 years unless the applicant is willing to contribute to the cost of the works.

CARRIED

8/0

**Responsible Officer**

**Specialist - Strategic Planning**

**Item Number:** L .3 **File Number:** D16/56293

**SUBJECT HEADING:** ADDITION TO ROAD REGISTER - ROAD RESERVE LOCATED OFF BLUE HILL ROAD, TINGUN

**Officer's Title:** Technical Officer - GIS/CAD

**Executive Summary:**

*Council received a request to add a portion of road reserve located between Blue Hills Road, Tingun and Lot 20 on WAL53703 to the Council Road Register.*

**Resolution No. GM/07.2016/53**

**Moved Cr Chambers**

**Seconded Cr Stanford**

That the applicants be advised that:

1. In accordance with Council's Road Register:
  - i. road extensions beyond the Council's mapped road register will not be maintained by Council; but
  - ii. Council may consider accepting sections of road onto its road register for ongoing control and maintenance subject to the conditions detailed in Council's *Construction of Roads for Access to Property Policy* being met by the applicants.



<p>2. Specifically, Section 4.3.1 b. of <i>Council's Construction of Roads for Access to Property Policy</i> requires that the road is constructed in accordance with standards set by Council. All costs for such works are required to be borne by the applicant.</p> <p>3. Section 4.3.2 of the policy allows for negotiations to be undertaken with Council as to the method of delivery of the works, by contract or Council, and required materials and pavement and construction specifications.</p>
<p>CARRIED <span style="float: right;">8/0</span></p>

<b>Responsible Officer</b>	<b>Technical Officer - GIS/CAD</b>
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**Item Number:** L .4 **File Number:** D16/48896

**SUBJECT HEADING:** ADDITION TO COUNCIL ROAD REGISTER - SILO LANE, HODGSON

**Officer's Title:** Technical Officer - GIS/CAD

***Executive Summary:***

*Council received a request to add 'Silo Road' to the Council Road Register.*

<p><b>Resolution No. GM/07.2016/54</b></p> <p><b>Moved Cr Stanford</b> <span style="float: right;"><b>Seconded Cr McMullen</b></span></p> <p>That the identified roadway be added to Council's Road Register as a Minor Access Road and furthermore be named Silo Lane.</p> <p>CARRIED <span style="float: right;">8/0</span></p>
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<b>Responsible Officer</b>	<b>Technical Officer - GIS/CAD</b>
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**Item Number:** L .5 **File Number:** D16/63298

**SUBJECT HEADING:** REQUEST MITCHELL CAMPDRAFT - UPGRADE YARDS

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

***Executive Summary:***

*Council received correspondence from Mitchell Campdraft Association requesting Council's permission to replace the yards at the campdraft grounds at the Mitchell RSL & Combined Sports Complex.*

<p><b>Resolution No. GM/07.2016/55</b></p> <p><b>Moved Cr Bryant</b> <span style="float: right;"><b>Seconded Cr McMullen</b></span></p> <p>That Council approve in principle the request from Mitchell Campdraft Association to upgrade the yards at the campdraft grounds at the Mitchell RSL &amp; Combined Sports Complex on the following conditions:</p> <ul style="list-style-type: none"> <li>• The final design and specifications be submitted to Council for acceptance before construction commences;</li> <li>• Works be carried out or supervised by an appropriately qualified person;</li> <li>• All persons on the job site be inducted into Council's Workplace Health &amp; Safety (WH &amp; S) system and abide by Council's Personal Protective Equipment (PPE) requirements.</li> </ul> <p>CARRIED <span style="float: right;">8/0</span></p>
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<b>Responsible Officer</b>	<b>Manager - Facilities (Land, Buildings &amp; Structures)</b>
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**Item Number:** L .6 **File Number:** D16/63138

**SUBJECT HEADING:** REGIONAL PROFILE SERVICE

**Officer's Title:** Manager - Economic & Community Development

**Executive Summary:**

*Council has an opportunity to be involved in a bulk purchase of Regional Profiling software "Profile I.D." The 10 local governments that form the Darling Downs and South West Qld are participating with Regional Development Australia (RDA DD&SW) to aggregate buying power to secure the use of the service for a discounted price.*

*RDA DD&SW will be contributing nearly one third of the overall cost and the remainder on a pro-rata base per local government area and a proposed cost of \$5,000 for Maranoa Regional Council. The subscription provides the software service for a period of 18 months whereby the renewal will be renegotiated.*

*The software will be integrated with the mymaranoa.org.au website for corporate and public use, for those who require up to date statistical information to support funding applications and for research purposes.*

<b>Resolution No. GM/07.2016/56</b>	
<b>Moved Cr O'Neil</b>	<b>Seconded Cr McMullen</b>
<b>That Council accepts the offer of the "Profile I.D., service through RDA Darling Downs and South West at the discounted price of \$5,000 excluding GST.</b>	
CARRIED	8/0

<b>Responsible Officer</b>	<b>Manager - Economic &amp; Community Development</b>
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<b>Resolution No. GM/07.2016/57</b>	
<b>Moved Cr O'Neil</b>	
<b>That Council close the meeting to the public at 10.01am.</b>	
CARRIED	8/0

**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;
- (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;

Cr. O'Neil left the chambers at 10.02am and entered at 10.05am.

Cr. Chandler declared a 'Conflict of Interest' in relation to Item C.1 – Request to Waive Water Access Charge, due to her role as Secretary of the Injune Community Development Association, the applicant for the report under consideration. Cr. Chandler left the chambers at 10.04am taking no further part in discussion on the matter.

At cessation of discussion on the abovementioned item, Cr. Chandler entered the chambers at 10.06am.

Cr. Stanford left the chambers at 10.25am and entered at 10.30am.

Cr. McMullen declared a potential perceived 'Conflict of Interest' in relation to Item LC.1 – Request for Consideration of Infringement Notice, due to a family connection with the applicant for the report under consideration. Cr. McMullen left the chambers at 10.30am taking no further part in discussion on the matter.

Cr. McMullen entered during Suspension of Standing Orders for morning tea.

**SUBJECT HEADING: SUSPENSION OF STANDING ORDERS**  
COUNCIL ADJOURNED THE MEETING FOR A MORNING TEA AT 10.59AM

**SUBJECT HEADING: RESUMPTION OF STANDING ORDERS**  
COUNCIL RESUMED THE MEETING IN CLOSED SESSION AT 11.22AM

Cr. Chambers declared a 'Material Personal Interest' in relation to Item LC.5 – Purchase of Grader, due to a child being employed by one of the tenderers under consideration. Cr. Chambers left the chambers at 12.01pm taking no further part in discussion on the matter.

At cessation of discussion on the abovementioned item, Cr. Chambers entered the chambers at 12.03pm.

Cr. O'Neil left the chambers at 12.07pm and did not return to the meeting.

**Resolution No. GM/07.2016/58**

**Moved Cr Chambers**

**Seconded Cr Schefe**

**That Council open the meeting to the public at 12.12pm.**

CARRIED

7/0

**SUBJECT HEADING: SUSPENSION OF STANDING ORDERS**  
COUNCIL ADJOURNED THE MEETING FOR A BRIEF RECESS AT 12.12PM

**SUBJECT HEADING: RESUMPTION OF STANDING ORDERS**  
COUNCIL RESUMED THE MEETING AT 12.22PM

Cr. Chandler declared a 'Conflict of Interest' in relation to the following item, due to her role as Secretary of the Injune Community Development Association, the applicant for the report under consideration. Cr. Chandler left the chambers at 12.22pm taking no further part in discussion on the matter.

**Item Number:** C.1 **File Number:** D16/52829

**SUBJECT HEADING:** REQUEST TO WAIVE WATER ACCESS CHARGE – POSSUM PARK

**Officer's Title:** Manager - Communication, Information & Administration Services

**Executive Summary:**

*The applicant wrote to Council requesting the water access charge for the 50mm connection be waived.*

<b>Resolution No. GM/07.2016/59</b>	
<b>Moved Cr Schefe</b>	<b>Seconded Cr Stanford</b>
<p>That Council pursuant to section 120(1)(b)(i) of the <i>Local Government Regulation 2012</i>, grant a concession to the Injune Community Development Association for water access infrastructure charges to the value of the difference between a 50mm meter connection and a 25mm water connection for the 2016/17 financial year, with Council paying the difference as a community service obligation.</p>	
CARRIED	6/0

<b>Responsible Officer</b>	<b>Manager – Communication, Information &amp; Administration Services</b>
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At cessation of discussion on the abovementioned item, Cr. Chandler entered the chambers at 12.23pm.

**Item Number:** C.2 **File Number:** D16/52826

**SUBJECT HEADING:** REQUEST TO WAIVE WATER ACCESS CHARGE – CITIES RUGBY LEAGUE FOOTBALL CLUB

**Officer's Title:** Manager - Communication, Information & Administration Services

**Executive Summary:**

*The applicant wrote to Council requesting the water access charge for the 100mm connection be waived.*

<b>Resolution No. GM/07.2016/60</b>	
<b>Moved Cr McMullen</b>	<b>Seconded Cr Schefe</b>
<p>That Council pursuant to section 120(1)(b)(i) of the <i>Local Government Regulation 2012</i>, grant a concession to Cities Rugby League Football Club for water access infrastructure charges to the value of the difference between a 100mm meter connection and a 25mm water connection for the 2016/17 financial year, with Council paying the difference as a community service obligation.</p>	
CARRIED	7/0

<b>Responsible Officer</b>	<b>Manager - Communication, Information &amp; Administration Services</b>
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**Item Number:** C.3 **File Number:** D16/61012

**SUBJECT HEADING:** REQUEST FOR RATES CONCESSION – ASSESSMENT NUMBER 13002852 (INJUNE PONY CLUB)

**Officer's Title:** Coordinator - Rates

**Executive Summary:**

*The applicant requested that Council consider granting a rates concession.*

**Resolution No. GM/07.2016/61**

Moved Cr Stanford

Seconded Cr Chandler

That Council grant the applicant a concession effective from 1 July 2016 and equal to 100% of the general rates as they meet the criteria set out in section 8.3 of Council's adopted Revenue Statement.

CARRIED

7/0

**Responsible Officer**

**Coordinator - Rates**

**Item Number:** C.4 **File Number:** D16/61547

**SUBJECT HEADING:** REQUEST FOR INTEREST TO BE WAIVED – ASSESSMENT NUMBER 15013840

**Officer's Title:** Coordinator - Rates

**Executive Summary:**

*The applicant requested that interest be waived on rates arrears.*

**Resolution No. GM/07.2016/62**

Moved Cr Chambers

Seconded Cr McMullen

That Council not waive the interest in this instance as the request doesn't fall within the requirements of Council's Revenue Statement.

CARRIED

7/0

**Responsible Officer**

**Coordinator - Rates**

**Item Number:** C.5 **File Number:** D16/47687

**SUBJECT HEADING:** PERMIT TO OCCUPY - LOT 11 ON SP222889

**Officer's Title:** Administration Officer – Council Buildings and Structures

**Executive Summary:**

*Council received an application for a permit to occupy over an area of road adjoining Lot 11 on SP222889 for the purpose of grazing.*

**Resolution No. GM/07.2016/63**

**Moved Cr Chambers**

**Seconded Cr Bryant**

**That Council:**

1. Offer no objection to the application for the Permit to Occupy over an area of road adjoining Lot 11 on SP222889.
2. Approve that authorisation of the use of the land be dealt with under the *Land Act 1994* by the Department of Natural Resources and Mines.
3. Advise that there is no known local non-indigenous cultural heritage values related to the land.

CARRIED

7/0

**Responsible Officer**

**Administration Officer – Council Buildings and Structures**

**Item Number:**

**C.6**

**File Number: D16/59942**

**SUBJECT HEADING:**

**JUNE 2016 - MONTHLY BUSINESS UNIT REPORT - AIRPORTS**

**Officer's Title:**

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

***Executive Summary:***

*This 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 the report aimed to review the month's activities, give an overview of financial performance and bring to Council's attention any emerging issues.*

**Discussion:**

Cr. Scheffe noted that the confirmed passenger numbers are above Council's budgeted figure. Cr. Scheffe further noted that passenger numbers have remained higher at Roma Airport than figures for the previous terminal, justifying the current Roma Airport Terminal works.

**Resolution No. GM/07.2016/64**

**Moved Cr Scheffe**

**Seconded Cr Chandler**

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

CARRIED

7/0

**Item Number:**

**C.7**

**File Number: D16/60374**

**SUBJECT HEADING:**

**BIG RIG MONTHLY REPORT**

**Officer's Title:**

**Coordinator - Buildings & Structures Maintenance**

***Executive Summary:***

*The Big Rig report for the month of June 2016 was presented for Council's information.*

**Resolution No. GM/07.2016/65**

**Moved Cr Chandler**

**Seconded Cr Stanford**

**That Council receive the Big Rig monthly report as presented.**

CARRIED

7/0

**Responsible Officer**
**Coordinator - Buildings & Structures  
Maintenance**
**Item Number:**

C.8

**File Number: D16/62731**
**SUBJECT HEADING:**
**WATER ACCESS AND SUPPLY AGREEMENT - FAIRVIEW  
AWAF 2**
**Officer's Title:**
**Senior Engineer Infrastructure Contracts**
***Executive Summary:***

*Santos GLNG has multiple water supply points throughout the region and has offered to allow Council access to this water for construction and maintenance on Santos GLNG affected roads. To access the water Council must enter into a Water Access and Supply Agreement with Santos GLNG for each location.*

**Resolution No. GM/07.2016/66**
**Moved Cr Bryant**
**Seconded Cr Scheffe**
**That Council:**

1. Authorise the Chief Executive Officer to enter into a Water Access and Supply Agreement with Santos GLNG for access to water at the Santos GLNG Fairview AWAF 2 plant.
2. Authorise the Chief Executive Officer to pay Santos GLNG \$1 if requested, in exchange for the rights under the Water Access and Supply Agreement.

CARRIED

7/0

**Responsible Officer**
**Senior Engineer Infrastructure Contracts**
**Item Number:**

C.9

**File Number: D16/62637**
**SUBJECT HEADING:**
**GAS RECONNECTION FEE**
**Officer's Title:**
**Coordinator - Water, Sewerage & Gas Projects,  
Compliance & Laboratory**
***Executive Summary:***

*In August 2015 the gas disconnection fee was removed and merged into the gas reconnection fee. This was a part of a wider change to the holding of gas security deposits and the implementation of new gas customer contracts.*

**Resolution No. GM/07.2016/67**
**Moved Cr Chandler**
**Seconded Cr McMullen**
**That Council:**

1. Approve the amendments to the Gas Reconnection Fee to \$151.95 including GST.
2. Endorse the re-connection fee back dated to 1 July 2016.
3. Approve the reimbursement of customers who have paid the \$216.40 including GST fee at the start of the 2016/17 financial year with \$64.45 including GST.

CARRIED	7/0
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<b>Responsible Officer</b>	<b>Coordinator - Water, Sewerage &amp; Gas Projects, Compliance &amp; Laboratory</b>
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**Item Number:** C.10 **File Number:** D16/62647

**SUBJECT HEADING:** PERMIT TO OCCUPY APPLICATION – PART OF STOCK ROUTE ID U530

**Officer's Title:** Administration Officer – Land Administration

***Executive Summary:***

*Council received a request for permission to occupy over land dividing Lot 2 on TM41 and Lot 7 on SP273908 described as part of Stock Route ID U530; for the purpose of grazing and management of the area.*

<b>Resolution No. GM/07.2016/68</b>	
<b>Moved Cr Bryant</b>	<b>Seconded Cr Stanford</b>
<b>That Council:</b>	
<ol style="list-style-type: none"> <li>1. Offer no objection to the application for a Permit to Occupy over land dividing Lot 2 on TM41 and Lot 7 on SP273908 being land described as part of Stock Route ID U530.</li> <li>2. As Trustee of the Reserve, authorise that use of the land be dealt with under the <i>Land Act 1994</i> by the Department of Natural Resources and Mines.</li> </ol>	
CARRIED	7/0

<b>Responsible Officer</b>	<b>Administration Officer – Land Administration</b>
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**Item Number:** C.11 **File Number:** D16/64004

**SUBJECT HEADING:** EXCESS ANIMAL APPLICATION 2016/35 - EXCESS DOG

**Officer's Title:** Community Safety Administration Officer

***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 reviewed 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*

<b>Resolution No. GM/07.2016/69</b>	
<b>Moved Cr Bryant</b>	<b>Seconded Cr Chandler</b>
<p><b>That, in accordance with the provisions of <i>Local Law No 1 (Administration) 2011</i> and <i>Local Law No 2 (Animal Management) 2011</i>, Council grant an excess dogs approval for the keeping of the three (3) dogs identified in Excess Animal Application Number 2016-35 (each an "identified dog") microchip numbers 956 000 001 945 848, 956 000 008 307 689, 985 141 000 754 112 on the premises, 1 Lovell Street, Roma identified in Excess Animal Application Number 2016-35 (the "premises") for a term of 1 year subject to the following conditions:</b></p>	



- 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
- if any identified dog dies or is relocated to other premises or is kept by another owner or keeper at other premises, the dog must not be replaced by another dog unless the keeping of the dogs on the premises is approved under another excess dogs approval; and
- 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
- 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
- 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
- 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
- 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
- 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
- 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

7/0

<b>Responsible Officer</b>	<b>Community Safety Administration Officer</b>
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Cr. McMullen declared a potential perceived 'Conflict of Interest' in relation to the following item, due to a family connection to the applicant for the report under consideration. Cr. McMullen left the chambers at 12.33pm taking no further part in discussion on the matter.

**Item Number:** LC.1 **File Number:** D16/62612

**SUBJECT HEADING:** REQUEST FOR CONSIDERATION OF INFRINGEMENT NOTICE

**Author and Councillor's Title:** Cr. Tyson Golder

**Executive Summary:**

*The applicant requested that Council give consideration to an infringement notice received for failure to register a dog within 14 days of starting to keep a dog in a local government area.*

**Discussion:**

Cr. Chandler spoke for the motion, indicating that Council has allocated substantial resources to the Community Safety team to deal with dogs, based on feedback from the community. Cr. Chandler further indicated that she believes we should be listening to the majority of the community who are in support of Council's approach, rather than a minority who are not acting as responsible pet owners.

The Mayor spoke against the motion, indicating that he supports the actions of Council's Community Safety team, however he believes Council's policy in relation to dogs needs to be addressed to ensure it is in line with the community's wishes. The Mayor indicated that infringement notices place financial burden on residents who receive multiple fines.

Cr. Stanford spoke in favour of the motion, indicating that in this particular instance there have been several opportunities for the situation to be remedied by the pet owner over a number of months prior to the infringement notice being issued.

Cr. Chandler spoke for the motion, indicating that she wholeheartedly supports the work of the Community Safety team and Council's policy, which was developed in line with feedback from the majority of the community who want Council to address concerns with dogs throughout the region.

**Resolution No. GM/07.2016/70**

**Moved Cr Chandler**

**Seconded Cr Stanford**

**That Council not withdraw the infringement notice.**

CARRIED

5/1

(The Mayor requested his vote against the motion be recorded)

<b>Responsible Officer</b>	<b>Mayor</b>
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At cessation of discussion on the abovementioned item, Cr. McMullen entered the chambers at 12.39pm.

**Item Number:** LC.2 **File Number:** D16/60935

**SUBJECT HEADING:** DELEGATED AUTHORITY FOR THE CHIEF EXECUTIVE OFFICER TO SIGN AGREEMENT FOR THE FAIRVIEW ROAD UPGRADE PROJECT

**Officer's Title:** Engineer - Infrastructure Contracts  
Support Officer - Roads, Drainage & Parks

**Executive Summary:**

*The upcoming Fairview Road Upgrade Project requires a supply of local gravel and water, and therefore several supply sources were evaluated by Council Officers to determine the most appropriate option. This report sought approval from Council to authorise the Chief Executive Officer to enter into an agreement for gravel and water to be accessed from one (1) local property.*

**Resolution No. GM/07.2016/71**
**Moved Cr Bryant**
**Seconded Cr Stanford**
**That Council:**

1. Delegate authority to the Chief Executive Officer to enter into an agreement of \$166,000 excluding GST for the disturbance of freehold land on the Campo Santo property for the supply of gravel and water.
2. Pursuant to section 257 of the *Local Government Act 2009*, resolve to delegate to the Chief Executive Officer the power to give effect to any administrative arrangements required for the purpose of this resolution.

CARRIED

7/0

<b>Responsible Officer</b>	<b>Support Officer - Roads, Drainage &amp; Parks</b>
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**Item Number:**

LC.3

**File Number: D16/58907**
**SUBJECT HEADING:**
**PROVISION OF SERVICES FOR FAIRVIEW ROAD  
UPGRADE**
**Officer's Title:**
**Engineer - Infrastructure Contracts  
Support Officer - Roads, Drainage & Parks**
***Executive Summary:***

*Engagement of traffic management and bitumen sealing services are required for the delivery of the Fairview Road Upgrade Project. This report sought approval from Council to authorise the Chief Executive Officer to enter into a contract with Altus Traffic for the supply of traffic management, and with RPQ for the supply of bitumen sealing services.*

**Resolution No. GM/07.2016/72**
**Moved Cr Chandler**
**Seconded Cr Stanford**
**That Council:**

1. Pursuant to section 257 of the *Local Government Act 2009*, resolve to delegate to the Chief Executive Officer the power to approve variations within the approved budget for the supply of traffic management and bitumen surfacing on the Fairview Road Upgrade Project.
2. Delegate authority to the Chief Executive Officer to enter into an agreement with Altus Traffic for the supply of traffic management valued at \$541,687.17 including GST.
3. Delegate authority to the Chief Executive Officer to enter into an agreement with RPQ for the supply of bitumen sealing services valued at \$1,307,794.40 including GST.

CARRIED

7/0

<b>Responsible Officer</b>	<b>Support Officer - Roads, Drainage &amp; Parks</b>
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**Item Number:** LC.4 **File Number:** D16/63011

**SUBJECT HEADING:** GAS PENSIONER REBATE

**Officer's Title:** Coordinator - Water, Sewerage & Gas Projects,  
Compliance & Laboratory

**Executive Summary:**

*Currently eligible pensioners are able to apply for a Reticulated Natural Gas Rebate. Council applies this rebate to their bills and is reimbursed by the Department of Communities, Child Safety and Disability Services. A request was for Council to consider applying their own internal rebate for pensioners.*

This item was withdrawn from the agenda as it had been considered as part of the earlier Special Budget Meeting.

Cr. Chambers declared a 'Material Personal Interest' in relation to the following item, due to a child being employed by one of the tenderers under consideration. Cr. Chambers left the chambers at 12.43pm taking no further part in discussion on the matter.

**Item Number:** LC.5 **File Number:** D16/61044

**SUBJECT HEADING:** PURCHASE OF GRADER

**Officer's Title:** Coordinator – Plant Management  
Support Officer - Resource Coordination

**Executive Summary:**

*This report sought Council approval to procure one new grader and trade one used grader.*

**Resolution No. GM/07.2016/73**

**Moved Cr Chandler**

**Seconded Cr McMullen**

**That Council authorise the Chief Executive Officer to purchase one (1) Caterpillar 140M Grader for the changeover sum of \$363,220 including GST (after trade of Plant number 106 – 2005 Caterpillar Grader 12H) from Hastings Deering Pty Ltd.**

CARRIED

6/0

**Responsible Officer**

**Support Officer - Resource Coordination**

At cessation of discussion on the abovementioned item, Cr. Chambers entered the chambers at 12.44pm.

**Item Number:** LC.6 **File Number:** D16/64375

**SUBJECT HEADING:** MINOR AMENDMENTS TO THE ORGANISATIONAL CHART

**Officer's Title:** Manager - Roads, Drainage & Parks  
Support Officer - Roads, Drainage & Parks

**Executive Summary:**

*This report sought approval from Council to make minor amendments to the organisational chart for the purposes of completing the Fairview Road Upgrade Project.*

*The Chief Executive Officer clarified two position titles:*

- *Manager Infrastructure Contracts now Manager Program Management & Infrastructure*

Contracts

- *Project Control Officer now Project Costing Officer*

<b>Resolution No. GM/07.2016/74</b>	
<b>Moved Cr Bryant</b>	<b>Seconded Cr Chandler</b>
<b>That Council authorise the Chief Executive Officer to implement a temporary resource plan to deliver the Fairview Road Upgrade Project, which will be dissolved at the completion of the project.</b>	
CARRIED	7/0

<b>Responsible Officer</b>	<b>Support Officer - Roads, Drainage &amp; Parks</b>
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**Item Number:** LC.7 **File Number:** D16/64966

**SUBJECT HEADING:** REVIEW OF DECISION: FEE WAIVER - WALLUMBILLA MEMORIAL HALL

**Officer's Title:** Associate to the Chief Executive Officer

***Executive Summary:***

*At the meeting on 22 June 2016, Council considered a request for the waiver of hire fees for the Wallumbilla Memorial Hall for a funeral wake that was held on 20 June 2016.*

*The matter was tabled for Council's reconsideration.*

**Discussion:**

Cr. Chandler spoke against the motion, indicating that her original vote on the matter was in favour of fee waivers for not for profit organisations, not individuals.

Cr. Stanford spoke for the motion, indicating that the Wallumbilla Hall was previously run by a local committee which probably would have waived the fee.

Cr. Schefe spoke against the motion, indicating that he is voting for consistency noting that approving this fee waiver would not result in all community members being treated on an equal basis.

The Mayor spoke for the motion, indicating that approving a fee waiver is a mark of respect during a very sad time. The Mayor indicated that he would like to see Council's policy regarding fee waivers be addressed in the future.

<b>Resolution No. GM/07.2016/75</b>	
<b>Moved Cr Stanford</b>	<b>Seconded Cr McMullen</b>
<b>That Council:</b>	
<ol style="list-style-type: none"> <li><b>1. Approve the waiver of hire fees for Wallumbilla Memorial Hall in this instance.</b></li> <li><b>2. Review its position on fee waivers for individuals as part of future fees and charges deliberations.</b></li> </ol>	
CARRIED	4/3

<b>Responsible Officer</b>	<b>Associate to the Chief Executive Officer</b>
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**Item Number:** C.12 **File Number:** D16/63010

**SUBJECT HEADING:** REQUEST TO REDUCE EXCESS DOG REGISTRATION

## FEES

**Officer's Title:** Coordinator - Community Safety

**Executive Summary:**

The applicant wrote to Council asking that consideration be given to reducing the amount of registration fees payable for the 2016/17 financial year by transferring a pro rata amount (9 months).

**Resolution No. GM/07.2016/76**

**Moved Cr Bryant**

**Seconded Cr Chandler**

**That Council continue the current practice of not offering pro rata registration fees for excess dogs.**

CARRIED

6/1

(The Mayor requested his vote against the motion be recorded)

**Responsible Officer**

**Coordinator - Community Safety**

**Item Number:**

**C.13**

**File Number: D16/62631**

**SUBJECT HEADING:**

**REQUEST - INJUNE LETTABLE SPACE**

**Officer's Title:**

**Coordinator - Land Administration**

**Executive Summary:**

Council received correspondence from the lessees of Café on Second requesting that Council install a grease trap to service the Café they operate out of a Council owned building in Injune. Council was asked to consider the request.

**Resolution No. GM/07.2016/77**

**Moved Cr Chambers**

**Seconded Cr Stanford**

**That Council:**

1. **Fund 50 percent of the cost of purchase and installation of a grease trap to service the Injune Multi-purpose Centre.**
2. **Advise the lessee of the commercial lettable space (Cafe on Second) that this support is conditional on the lessee funding the balance of the works.**
3. **Confirm that the Lessee is responsible for organising and funding regular cleaning of the grease trap.**
4. **Fund works up to \$10,000 with the funds transferred from WO 14095.2332.2001 (Injune Administration Maintenance).**

CARRIED

7/0

**Responsible Officer**

**Coordinator - Land Administration**

## CLOSURE

There being no further business, the Mayor thanked Council for their attendance and declared the meeting closed at 12.52pm.

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**These Minutes are to be confirmed at the next General Meeting of Council to be held on 10 August 2016, at Roma Administration Centre.**

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Mayor

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Date