

**MINUTES OF THE GENERAL MEETING OF MARANOA REGIONAL COUNCIL HELD AT ROMA ADMINISTRATION CENTRE ON 12 OCTOBER 2016 COMMENCING AT 9.08AM**

**ATTENDANCE**

Mayor Cr. T D Golder chaired the meeting with Deputy Mayor Cr J L Chambers, Cr N H Chandler, Cr P J Flynn, Cr G B McMullen, Cr. C J O'Neil, Cr. D J Scheffe, Cr. J M Stanford, Chief Executive Officer – Julie Reitano, and Minutes Officer – Kelly Rogers in attendance.

**AS REQUIRED**

Director Development, Facilities & Environmental Services – Rob Hayward, Director Corporate, Community & Commercial Services – Sharon Frank, Manager Strategic Human Resource Management – Donald Wells, Manager Procurement & Commercial Services – Ryan Gittins, Manager Facilities (Land, Buildings & Structures) – Tanya Mansfield, Manager Strategic Asset Management & Planning – Kym Downey, Manager Economic & Community Development – Ed Sims, Manager Program Management & Infrastructure Contracts – Dylan Hesselberg, Acting Manager Saleyards – Paul Klar, Specialist Lease Management & User Facility Agreements – Madonna Mole, Coordinator Grants, Local Development & Council Events – Susan Sands, Superintendent's Representative (Structural Engineer) - Anil Perera, Project Officer Community Liaison – Cassandra Elder.

**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**

**Resolution No. GM/10.2016/01**

**Moved Cr Chambers**

**Seconded Cr O'Neil**

**That apologies be received and leave of absence granted for Cr. Bryant for this meeting.**

**CARRIED**

**8/0**

**CONFIRMATION OF MINUTES**

**Resolution No. GM/10.2016/02**

**Moved Cr Chambers**

**Seconded Cr Flynn**

**That the minutes of the General Meeting (31-28.09.16) held on 28 September 2016 be confirmed, including the following amendment:**

**Resolution Number GM/09.2016/55:**

**Include condition number 10 in the listing of those conditions endorsed by Council for deletion (This deletion was specified in the body of the officer's report, and accidentally omitted from the recommendation).**

**CARRIED**

**8/0**

**BUSINESS ARISING FROM MINUTES**

There was no business arising from the minutes.

**ON THE TABLE**

**Item Number:** 5.1 **File Number:** D16/87020

**SUBJECT HEADING:** COUNCIL INITIATED ADVISORY COMMITTEE MEETINGS

**Officer's Title:** Coordinator - Councillors & Community Engagement

**Executive Summary:**

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

*This report provided a copy of the confirmed and unconfirmed meeting minutes of the advisory committee meetings held during the months of June 2016 – September 2016.*

**Resolution No. GM/10.2016/03**
**Moved Cr O'Neil**
**Seconded Cr Flynn**

**That Council receive and note the confirmed and unconfirmed minutes of the following committees:**

- **Confirmed Minutes - Roma Saleyards Advisory Committee Meeting – 16/06/16;**
- **Confirmed Minutes – Roma Saleyards Advisory Committee Meeting – 07/07/16;**
- **Confirmed Minutes – Roma Saleyards Advisory Committee Meeting – 04/08/16**
- **Confirmed Minutes – Airport Advisory Committee Meeting – 06/07/16;**
- **Unconfirmed Minutes – Airport Advisory Committee Meeting – 07/09/16;**
- **Unconfirmed Minutes – Regional Roads Advisory Committee Meeting – 18/07/16;**
- **Unconfirmed Minutes – Bassett Park Advisory Committee Meeting – 05/07/16;**
- **Unconfirmed Minutes – Wallumbilla Show Grounds Advisory Committee – 07/07/16;**
- **Unconfirmed Minutes – Wild Dog Advisory Committee Meeting – 11/07/16**

**CARRIED**
**8/0**
**Responsible Officer**
**Coordinator - Councillors & Community Engagement**

**Item Number:** 5.2 **File Number:** D16/67917

**SUBJECT HEADING:** REQUEST FOR CAPITAL UPGRADE: SUNNYSIDE ROAD, WALLUMBILLA

**Officer's Title:** Manager - Strategic Asset Management & Planning

**Executive Summary:**

*Council received a request to provide gravel pavement to Sunnyside Road, Wallumbilla.*

*Works for the full length of Sunnyside Road (6.422 kilometres), are estimated at a capital cost of \$277,430, with an annual increase of \$13,914 in maintenance and renewal costs. To complete works for a section of the road to the property access only (1.2 kilometres), it is an estimated capital cost of \$51,840, with an annual increase of \$2,600 in maintenance and renewal costs.*

**Discussion:**

The Mayor invited the 'Mover' of the motion to speak. Cr. Stanford declined the invitation.

The Mayor spoke against the motion, indicating that he felt for residents who are unable to get into town by vehicle due to road conditions. He further stated that he realised the budget concerns and significant volume of roads maintained by Council, but said it was devastating news that Council cannot afford the pavement.

**Resolution No. GM/10.2016/04**

**Moved Cr Stanford**

**Seconded Cr Chambers**

**That the applicant be advised that:**

**1. 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:**

- a) Sunnyside Road is classified as a Rural Access – Secondary road, which is a lower order road within the road classification hierarchy, and**
- b) 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 in the short to medium term.**

**2. Section 4 of Council’s Policy “Construction of Roads for Access to Property” allows for applicants to fund upgrade works on roads listed in Council’s Road Register subject to negotiation with and approval from Council and compliance with conditions in this and other policies.**

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

7/1

<b>Responsible Officer</b>	<b>Manager - Strategic Asset Management &amp; Planning</b>
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**ON THE TABLE – LATE ITEMS**

Item L.1 – Representations against Development Approval Ref 2015/19400. This item had been left on the table at the General Meeting of Council on 14 September 2016.

**ON THE TABLE – CONFIDENTIAL ITEMS**

Item C.1 – Reimbursement for damages from the Confidential Agenda and Item LC.6 – Compost Trial from the Late Confidential Agenda. These items had been left on the table at the General Meeting of Council on 28 September.

**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: D16/90894

**SUBJECT HEADING:** CHRISTMAS & NEW YEAR PERIOD 2016: CHRISTMAS CLOSURE AND ANNUAL CHRISTMAS SHUT DOWN

**Officer's Title:** Manager - Strategic Human Resource Management

#### **Executive Summary:**

*As a work-life balance initiative for the period between Christmas and New Year, Elected Members have previously resolved to close Maranoa Regional Council's Administration Offices, Customer Service Centres, Libraries, and other sections. Also as a work-life balance initiative, Elected Members have previously resolved to approve an Annual Christmas Shut Down for the Infrastructure Services directorate.*

*Excluded from the Christmas Closure and Annual Christmas Shut Down are essential services of Community Safety, Rural Land Management, Waste Management Facilities and the Roma Airport. Skeleton Crews from Roads, Drainage & Parks and Water, Sewerage & Gas operate to ensure essential services are maintained. Council's Quarries are not addressed in this report as the timing for any Christmas/New Year closure is dependent on Customer needs at the time.*

#### **Discussion:**

Cr. Flynn enquired in regard to arrangements for the Fairview Road works, and the Roma CBD project over the Christmas break, suggesting that while the CBD businesses were closed it would be an ideal opportunity to continue with works. To further clarify arrangements it was suggested that the matter should lay on the table to allow the reporting officer to make further enquiries. A 'Mover' and 'Seconder' for the motion was called for and recorded as stated below, however, no vote was taken on the motion at that time.

**Moved Cr O'Neil**

**Seconded Cr Chambers**

#### **That Council:**

1. **Endorse the use of minimal staff from Monday 19 December 2016 to Friday 23 December 2016.**
2. **Endorse a Christmas & New Year closure of Council's Customer Service Centres including Administration Offices, Libraries and non-essential Community Services, from close of business Friday 23 December 2016 to Monday 2 January 2017 inclusive, with a resumption of normal Council functions on Tuesday, 3 January 2017.**
3. **Endorse the use of the 3 staged approach for the Annual Christmas Shut Down of the Roads, Drainage & Parks department within the Infrastructure Services directorate.**
4. **Endorse the Annual Christmas Shut Down of the Infrastructure Services directorate from Monday, 19 December 2016 to Monday, 2 January 2017 inclusive, with a resumption of normal Infrastructure Services functions on Tuesday, 3 January 2017.**
5. **Authorise the Chief Executive Officer to communicate the Christmas Closure and Annual Christmas Shut Down to Council employees and ratepayers, customers, clients and the general public.**

NO VOTE TAKEN

**Discussion Continued:**

Cr. McMullen moved a procedural motion as recorded below:

<b>Resolution No. GM/10.2016/05</b>	
<b>Moved Cr McMullen</b>	
<b>Procedural Motion – That the matter lay on the table for further consideration at a later point during the meeting, following further investigation into project arrangements in the lead up to the recommended Christmas closures.</b>	
CARRIED	8/0

<b>Responsible Officer</b>	<b>Manager – Strategic Human Resource Management</b>
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**LATE ITEMS**

**Item Number:** 13.2 **File Number:** D16/79180

**SUBJECT HEADING:** REPRESENTATIONS AGAINST DEVELOPMENT APPROVAL REF 2015/19400

**Location:** 1115 Binya Lane, Mount Abundance QLD (Lot 17 on WV841)

**Applicant:** Northern Growers Pty Ltd C/- FSA Consulting

**Officer's Title:** Town Planner

***Executive Summary:***

*Representations have been made against condition 29 and condition 30 of Development Approval Ref 2015/19400, which was issued by Council on 24 February 2016 for a Material Change of Use "Intensive Animal Industry" (4,000 SCU).*

**Discussion:**

The Mayor called for a speaker in favour of the motion. The 'Mover' declined to speak.

The Mayor spoke against the motion, indicating that he would like to see Council being 'Pro-Development', further advising that it was difficult for developers faced with uncertainty around financials with no confirmation of development costs. He also advised that the Infrastructure agreement should be costed out over 1, 2, 3 and 5 year periods. In closing, the Mayor reiterated that to have an unknown cost is a complete worry with the amount of money proposed to be spent, and felt that Council should get behind people.

Cr. Chambers spoke in favour of the motion, indicating that the conditions needed to be included for a road infrastructure plan to be developed.

Cr. Stanford spoke in favour of the motion indicating that the applicable condition does not come into effect until Stage 2 of the proposed development. Further that discussions had been undertaken with the applicant about works being programmed in line with Council planned works, which could reduce the applicant's costs. With this in mind Cr. Stanford felt that it was relevant to have the conditions remain so there were no major impacts for all parties.

The Mayor asked the 'Mover' to sum up discussions. Cr. McMullen indicated he felt Council should proceed with the officer's recommendation in this matter.

**Resolution No. GM/10.2016/06**

**Moved Cr McMullen**

**Seconded Cr Stanford**

**That Condition 29 and Condition 30 of development approval Ref 2015/19400 remain.**

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

7/1

**Responsible Officer**

**Town Planner**

**Item Number:**

**13.2**

**File Number: D16/92577**

**SUBJECT HEADING:**

**ACCEPTABLE REQUEST GUIDELINES**

**Officer's Title:**

**Chief Executive Officer**

***Executive Summary:***

*The report updated the current Acceptable Request Guidelines to include:*

- *New Manager Procurement & Commercial Services;*
- *Project Officer Community Liaison (e.g. Flood mitigation, CBD redevelopment)*
- *Local Development Officers;*
- *New Associate to the Mayor and updated Coordinator Councillors & Community Engagement title;*
- *Minor changes to titles to reflect recent fine-tuning of the Organisational Structure.*

**Resolution No. GM/10.2016/07**

**Moved Cr Chambers**

**Seconded Cr O'Neil**

**That Council adopt the Acceptable Request Guidelines in accordance with Section 170A of the *Local Government Act 2009*.**

CARRIED

8/0

**Responsible Officer**

**Chief Executive Officer**

**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:-

- (a) the appointment, dismissal or discipline of employees;
- (c) the local government budget;
- (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;

**Resolution No. GM/10.2016/08**

**Moved Cr McMullen**

**Seconded Cr O'Neil**

**That Council close the meeting to the public at 9.18am.**

CARRIED

8/0

Cr. O'Neil left the Chamber at 9.41am, and entered at 9.45am.

Cr. Stanford declared a potential perceived 'Conflict of Interest' for Item C.7 – Request for Sponsorship Pinnacle Campdraft. Cr. Stanford is a member of the Bymount Community Recreation Association. The group is assisting with arrangements at the forum and will benefit from proceeds of goods sold at the event. Cr. Stanford left the Chamber at 9.49am, taking no further part in discussions on the matter.

At cessation of discussion on the abovementioned item, Cr. Stanford entered the Chamber at 9.53am.

Cr. Flynn declared a perceived Conflict of Interest in Item C10 – Roma Airport Terminal Redevelopment – Welcome Sign & Monthly Progress Report, due to his personal business operations out of the Roma Airport. Cr. Flynn left the Chamber at 10.11am, taking no further part in discussions on the matter.

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

**SUBJECT HEADING:           SUSPENSION OF STANDING ORDERS**  
COUNCIL ADJOURNED THE MEETING FOR MORNING TEA 10.32AM

**SUBJECT HEADING:           RESUMPTION OF STANDING ORDERS**  
COUNCIL RESUMED THE MEETING IN CLOSED SESSION AT 11.04AM.

Cr. Chandler left the Chamber at 11.05am, and entered at 11.06am.

Cr. Stanford left the Chamber at 11.57am, and did not return until Resumption of Standing Orders.

**SUBJECT HEADING:           SUSPENSION OF STANDING ORDERS**  
COUNCIL ADJOURNED THE MEETING FOR A BRIEF RECESS FOLLOWED BY LUNCH AT 12.03PM

**SUBJECT HEADING:           RESUMPTION OF STANDING ORDERS**  
COUNCIL RESUMED THE MEETING IN CLOSED SESSION AT PM 1.09PM.

The Mayor did not return at the resumption of Standing Orders, and Cr. Chambers took the role of Acting Chair in his absence.

Cr. Schefe declared a 'Material Personal Interest' in Item LC.5 - Roma CBD Upgrade – Schedule of Works, due to his sibling's financial interest in Coomber Bros. - one of the businesses subject to Council's consideration and located in the vicinity of works for the Roma CBD Upgrade. Cr. Schefe left the Chamber at 1.20pm, taking no further part in discussions on the matter.

The Mayor entered the Chamber at 1.22pm, and immediately left the Chamber as discussions had commenced in relation to Item LC.5 - Roma CBD Upgrade – Schedule of Works. The Mayor declared a 'Material Personal Interest' in the item due to his personal business 'Golders' being located in the vicinity of works for the Roma CBD Upgrade.

At cessation of discussions in relation to the abovementioned Item (LC.5), the Mayor and Cr. Schefe entered the Chamber at 1.38pm.

The Mayor left the Chamber at 2.02pm, and entered at 2.03pm.

**Resolution No. GM/10.2016/09**

**Moved Cr Chambers**

**Seconded Cr Schefe**

**That Council open the meeting at 2.18pm**

CARRIED

8/0

A further late item was requested for presentation to Council for consideration as part of the Late Confidential Agenda – Item LC.6 – Compost Trial.

Cr. O’Neil advised that based on preliminary enquiries in relation to LC.6 – Compost Trial, that he may have a potential ‘Conflict of Interest’ due to his personal association with another organisation. Pending further enquiries into the matter, Cr. O’Neil elected to leave the Chambers at 2.16pm, taking no further part in discussions on the matter.

<b>Resolution No. GM/10.2016/10</b>	
<b>Moved Cr Chambers</b>	<b>Seconded Cr Scheffe</b>
<b>Procedural Motion – That Item LC.6 be included as part of a confidential segment of the Agenda.</b>	
CARRIED	7/0

Cr. Flynn left the Chamber at 2.19pm.

<b>Resolution No. GM/10.2016/11</b>	
<b>Moved Cr Scheffe</b>	<b>Seconded Cr Chambers</b>
<b>That Council close the meeting to the public at 2.20pm.</b>	
CARRIED	6/0

Cr. O’Neil entered the Chamber at 2.36pm, following the conclusion of discussions in relation to Item LC.6 – Compost Trial, for which he had declared a potential ‘Conflict of Interest’.

<b>Resolution No. GM/10.2016/12</b>	
<b>Moved Cr O’Neil</b>	<b>Seconded Cr McMullen</b>
<b>That Council open the meeting to the public at 2.37pm.</b>	
CARRIED	7/0

**Item Number:** C.1 **File Number:** D16/84294

**SUBJECT HEADING:** REIMBURSEMENT FOR DAMAGES

**Officer’s Title:** Administration Officer - Land Administration

***Executive Summary:***

*Council received a tax invoice from a Contractor which includes charges for damages sustained to their truck and loss of time while conducting work for Council at the Roma Saleyards.*

<b>Resolution No. GM/10.2016/13</b>	
<b>Moved Cr Scheffe</b>	<b>Seconded Cr O’Neil</b>
<b>That Council decline the claim for damages by KGS &amp; KMS Pty Ltd.</b>	
CARRIED (The Mayor requested his vote against the motion)	6/1

<b>Responsible Officer</b>	<b>Administration Officer - Land Administration</b>
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Cr. O'Neil called for a 'Division of the Vote,' a vote was again taken, with the outcome recorded as follows:

<b>Resolution No. GM/10.2016/14</b>	
<b>Moved Cr Scheffe</b>	<b>Seconded Cr O'Neil</b>
<b>That Council decline the claim for damages by KGS &amp; KMS Pty Ltd.</b>	
Cr. O'Neil called for a division of the vote.	
The outcomes were recorded as follows:	
<b>Those in Favour of the Motion</b>	<b>Those Against the Motion</b>
Cr. Chambers	Cr. Golder
Cr. Chandler	
Cr. McMullen	
Cr. O'Neil	
Cr. Scheffe	
Cr. Stanford	
CARRIED	6/1

<b>Responsible Officer</b>	<b>Administration Officer - Land Administration</b>
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Cr. Flynn entered the Chamber at 2.38pm.

**Item Number:** C.2 **File Number:** D16/90866

**SUBJECT HEADING:** REQUEST TO REDUCE TERM OF TENANCY - ROMA COMMUNITY HUB

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

***Executive Summary:***

*On the 22 June 2016, Council resolved to enter a three year agreement with St Vincent de Paul in regard to Offices 7 & 8 within the Roma Community Hub.*

*St Vincent de Paul has requested that Council reduce this agreed three year term to a one year term.*

<b>Resolution No. GM/10.2016/15</b>	
<b>Moved Cr O'Neil</b>	<b>Seconded Cr Chambers</b>
<b>That Council agree to the request from St Vincent de Paul to reduce the term of their Serviced Office Agreement for the use of Offices 7 and 8 within the Roma Community Hub from a period of three years, to one year.</b>	
CARRIED	8/0

<b>Responsible Officer</b>	<b>Specialist - Lease Management &amp; User Facility Agreements</b>
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**Item Number:** C.3 **File Number:** D16/90878

**SUBJECT HEADING:** THE BIG RIG - AMENDMENT TO MANAGEMENT AGREEMENT

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

**Executive Summary:**

*Council received a request from the Managers of The Big Rig Roma to change the operating hours of the Café, Gift Shop and Night Show.*

**Discussion:**

Cr. Chandler spoke in favour of the motion, indicating that the managers were running a very good business, confirming that she was supportive of their business decision requesting the change.

**Resolution No. GM/10.2016/16**

Moved Cr Chandler

Seconded Cr Stanford

**That Council:**

1. Agree to the request from the managers of the Big Rig to amend the operating hours of the facility.
2. Confirm the new operating hours for The Big Rig being:
  - Café - 8.30 am – 2.00 pm
  - Gift Shop - 8.30 am – 5.00pm
  - Night Show - 30 Minute Show commencing -
    - April – October at 7.00 pm
    - November – March at 7.30 pm (Tuesday/Thursday /Sunday)

Facility to be open seven (7) days per week excluding Christmas Day, Boxing Day and New Year's Day; Restricted trading on Anzac Day in accordance with stipulated Queensland non-trading hours.

3. Confirm that these changes come into effect as of 30 October 2016.

CARRIED

8/0

<b>Responsible Officer</b>	<b>Specialist - Lease Management &amp; User Facility Agreements</b>
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**Item Number:** C.4 **File Number:** D16/86127

**SUBJECT HEADING:** MUCKADILLA HONOUR MONUMENT

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

**Executive Summary:**

*The Muckadilla Community Association sought financial support from Council to create a 'Harry Murray Honour Wall' at Muckadilla honouring all known service men and women from the area.*

**Resolution No. GM/10.2016/17**

**Moved Cr Chambers**

**Seconded Cr Stanford**

**That Council:**

1. Decline the request from Muckadilla Community Association for financial support for the construction of a 'Harry Murray Honour Wall' at Muckadilla.
2. Support the group in seeking alternative avenues of funding including Council's Community Grants Program.

CARRIED

8/0

<b>Responsible Officer</b>	<b>Local Development Officer Roma</b>
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**Item Number:**

**C.5**

**File Number: D16/90762**

**SUBJECT HEADING:**

**REQUEST FOR SUPPORT FOR 'PIPELINE PROJECT'**

**Officer's Title:**

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

***Executive Summary:***

*Council received a request to provide financial support for the 'Pipeline Project' – a collaborative project to bring touring arts programs to five local government areas. As Council already has an officer to fill this role, it was recommended that the request be declined.*

**Resolution No. GM/10.2016/18**

**Moved Cr O'Neil**

**Seconded Cr Chandler**

**That Council decline the request for financial support for the 'Pipeline Project'.**

CARRIED

8/0

<b>Responsible Officer</b>	<b>Coordinator - Grants, Local Development &amp; Council Events</b>
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**Item Number:**

**C.6**

**File Number: D16/90863**

**SUBJECT HEADING:**

**REQUEST FOR SPONSORSHIP OF YOUNG BEEF PRODUCERS FORUM**

**Officer's Title:**

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

***Executive Summary:***

*Council received a request to renew their sponsorship of the Young Beef Producers' Forum to be held in Roma on 17-18 November, 2016. It was recommended that Council continue their support to promote the Roma Saleyards.*

**Resolution No. GM/10.2016/19**

**Moved Cr Flynn**

**Seconded Cr McMullen**

**That Council:**

- 1. Endorse the request to sponsor the BBQ Breakfast at the 2016 Young Beef Producers' Forum for the amount of \$1,100 (Inc. GST).**
- 2. Allocate funds from the Sponsorship budget GL 2887.2249.2001.**
- 3. Use the promotional opportunities included in the sponsorship package to promote the Roma Saleyards.**

CARRIED

8/0

**Responsible Officer**

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

Cr. Stanford declared a potential perceived 'Conflict of Interest' in the following item due to her being a member of the Bymount Community Recreation Centre. The group is assisting with arrangements at the forum and will benefit from proceeds of goods sold at the event. Cr. Stanford left the Chamber at 2.44pm, taking no further part in discussions or debate on the matter.

**Item Number:**

**C.7**

**File Number: D16/90885**

**SUBJECT HEADING:**

**REQUEST FOR SPONSORSHIP PINNACLE CAMPDRAFT**

**Officer's Title:**

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

***Executive Summary:***

*Council received a request for sponsorship from the newly reformed Pinnacle Campdraft Association, seeking financial support for their event which will be held 15-16 October, 2016.*

**Resolution No. GM/10.2016/20**

**Moved Cr Flynn**

**Seconded Cr Scheffe**

**That Council:**

- 1. Offer \$500 for the Pinnacle Campdraft Association for their event to be held on 15-16 October, 2016.**
- 2. Allocate funds from the Community Drought Funding WO 18052.2800.2001**

CARRIED

7/0

**Responsible Officer**

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

At cessation of discussion and debate on the abovementioned item, Cr. Stanford entered the Chamber at 2.45pm.

**Item Number:** C.8 **File Number:** D16/89090

**SUBJECT HEADING:** REQUEST FOR ASSISTANCE - INJUNE RETIREMENT VILLAGE

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

**Executive Summary:**

*Representatives from the Injune Retirement Village have approached Council to seek financial support to cover a portion of the facility's operational expenditure.*

**Discussion:**

The Mayor invited the 'Mover' to speak in favour of the motion, which was declined.

Cr. Chambers indicated that she was not in favour of the motion, however, did not wish to speak.

The Mayor invited the 'Mover' to close debate with Cr. Scheffe indicating that Council had supported the group in the previous financial years, confirming that he was in favour of supporting them again, however in a manner that assisted them in putting together a proper business plan for strengthening of the business.

<b>Resolution No. GM/10.2016/21</b>	
<b>Moved Cr Scheffe</b>	<b>Seconded Cr O'Neil</b>
<b>That:</b>	
<ol style="list-style-type: none"> <li>1. Council grant the Injune Retirement Village Inc. financial support in the form of a <u>one-off</u> payment of \$10,400 (GST free).</li> <li>2. This grant and any subsequent requests for financial assistance for the conduct of the retirement village be conditional on a business plan which demonstrates the financial viability of the village.</li> <li>3. The Business Plan be developed by the committee through an external agency, with initial contact facilitated by Council officers.</li> <li>4. Budget allocation be via a transfer from WO 2887.2248 (Major In-kind grants) to WO 2887.2249 (Sponsorship).</li> </ol>	
CARRIED	6/2

<b>Responsible Officer</b>	<b>Manager - Economic &amp; Community Development</b>
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**Item Number:** C.9 **File Number:** D16/88776

**SUBJECT HEADING:** ROMA FLOOD MITIGATION PROJECT STAGE 2: EASTERN DIVERSION CHANNEL - PROPOSED PERMANENT ROAD CLOSURES (GEORGE STREET AND SHORT STREET, ROMA)

**Officer's Title:** Manager – Program Management & Infrastructure Contracts

**Executive Summary:**

*The Eastern Diversion Channel, to be constructed as part of Stage 2 of the Roma Flood Mitigation Project, crosses Ashburn Road, George Street and Short Street.*

A causeway is planned for Ashburn Road, and Council previously resolved (GM/03.2016/43) to commence the process to effect permanent road closures of George and Short Street, at the locations where the Eastern Diversion Channel intersects with each of the roads.

The report addressed a number of additional considerations which had not previously been deliberated, in relation to the proposed permanent closure of sections of George Street and Short Street in Roma.

<b>Resolution No. GM/10.2016/22</b>	
<b>Moved Cr Chambers</b>	<b>Seconded Cr McMullen</b>
<b>That Council:</b>	
<ol style="list-style-type: none"> <li>1. Receive and note the contents of the report.</li> <li>2. Endorse the approach as documented in the officer's report.</li> <li>3. Incorporate the considerations within this report as part of the process to effect permanent closure of George Street and Short Street in Roma, at the locations where the alignment of the Eastern Diversion Channel intersects with each of the roads.</li> </ol>	
CARRIED	8/0

<b>Responsible Officer</b>	<b>Manager – Program Management &amp; Infrastructure Contracts</b>
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Cr. Flynn declared a perceived 'Conflict of Interest' in the following item, due to his personal business operations out of the Roma Airport. Cr. Flynn left the Chamber at 2.48pm, taking no further part in discussion or debate on the matter.

**Item Number:** C.10 **File Number:** D16/89362

**SUBJECT HEADING:** ROMA AIRPORT TERMINAL REDEVELOPMENT - WELCOME SIGN & MONTHLY PROGRESS REPORT

**Officer's Title:** Superintendent's Representative (Structural Engineer)

**Executive Summary:**

A proposal for a "Welcome to the Maranoa" sign at the Arrivals walkway was presented together with indicative costing for two size options. The progress report for September 2016 was also presented.

<b>Resolution No. GM/10.2016/23</b>	
<b>Moved Cr O'Neil</b>	<b>Seconded Cr Scheffe</b>
<b>That Council:</b>	
<ol style="list-style-type: none"> <li>1. Approve the supply and installation of a stand-alone, in-ground sign (1800mm x 1200mm), for installation on the western side of the arrival path.</li> <li>2. Fund the associated costs from within the Roma Airport Terminal Redevelopment budget – Work Order 17561.</li> <li>4. Receive and note the monthly progress report for September 2016.</li> </ol>	
CARRIED	7/0

<b>Responsible Officer</b>	<b>Superintendent's Representative (Structural Engineer)</b>
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At cessation of discussion and debate on the abovementioned item, Cr. Flynn entered the Chamber at 2.50pm.

**Item Number:** C.11 **File Number:** D16/74753

**SUBJECT HEADING:** UPDATE OF ORGANISATIONAL STRUCTURE

**Officer's Title:** Chief Executive Officer  
 Director - Development, Facilities & Environmental Services

**Executive Summary:**

*This report sought Council's endorsement of the updated organisational structure.*

<b>Resolution No. GM/10.2016/24</b>	
<b>Moved Cr Chambers</b>	<b>Seconded Cr Stanford</b>
<p><b>That Council receive and adopt the updated organisational structure, endorsing the changes through the Tightening the Belt initiative:</b></p> <ul style="list-style-type: none"> <li>• Position 0713 – Town Planner formally removed from the structure</li> <li>• Position 0660 – Grants Officer formally removed from the structure</li> <li>• Position 0503 – Support Officer – Strategic Human Resource Management formally removed from the structure</li> <li>• Position 0326 – Specialist Development Engineer – proposed redundancy</li> </ul>	
CARRIED	8/0

<b>Responsible Officer</b>	<b>Director - Development, Facilities &amp; Environmental Services</b>
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**LATE CONFIDENTIAL ITEMS**

**Item Number:** LC.1 **File Number:** D16/91651

**SUBJECT HEADING:** TENDER 17003 - ROAD & DRAINAGE RESTORATION WORKS 2016/17

**Officer's Title:** Manager - Procurement & Commercial Services

**Executive Summary:**

*Funding was received by Maranoa Regional Council from the Queensland Reconstruction Authority (QRA), to undertake Flood Restoration Works (Event 8). This tender invited suitably qualified and experienced contractors to submit a pricing schedule and supporting documentation for the completion of the works.*

*Responses were reviewed by an evaluation panel and the report submitted for Council's consideration.*

<b>Resolution No. GM/10.2016/25</b>	
<b>Moved Cr Schefe</b>	<b>Seconded Cr McMullen</b>
<p><b>That Council:</b></p> <ol style="list-style-type: none"> <li>1. Authorise the Chief Executive Officer (or delegate) to enter into final negotiations with two Tenderers that received the highest evaluation scores for Tender 17003 – Road and Drainage Restoration Works 2016/17.</li> </ol>	

2. Consider the outputs of the negotiation process at a future General Meeting, prior to engaging the successful Tenderer.

CARRIED

8/0

Responsible Officer

Manager - Procurement & Commercial Services

Item Number:

LC.2

File Number: D16/91652

SUBJECT HEADING:

TENDER 17004 - FAIRVIEW ROAD PROJECT - GRAVEL HAULAGE (ROAD TRAIN SIDE TIPPERS)

Officer's Title:

Manager - Procurement & Commercial Services

**Executive Summary:**

*In 2016/17, Council will upgrade Fairview Road to meet predicted traffic demands. Fairview Road is located approximately 30kms north of Injune, intersecting the Carnarvon Highway, with works occurring between chainages 2337m and 27769m*

*Tenders were invited for the provision of a maximum of six (6) road train side tippers (and prime movers) for gravel haulage at the Fairview Road project site.*

*Responses were reviewed by an evaluation panel comprising internal stakeholders (with an external review) and the summary report was submitted for Council's consideration.*

**Discussion:**

Cr. Scheffe spoke in favour of the motion, indicating that he felt it was good to award the contract to a local provider, with the recommended tenderer providing a good example of contractors working together on a larger project through subcontracting arrangements. He further advised that if approved, this would be a good outcome for the community, as without the collaboration of multiple local businesses there would not be local capacity to carry out a project of this size.

**Resolution No. GM/10.2016/26**

Moved Cr Scheffe

Seconded Cr Flynn

That Council:

1. Select SKS Contractors Pty Ltd as the preferred lead tenderer for Tender 17004 – Fairview Road Project – Gravel Haulage (Road Train Side Tippers).
2. Authorise the Chief Executive Officer (or delegate) to enter into final negotiations with SKS Contractors Pty Ltd and accept the contract if the final terms are acceptable.
3. Assign the expenditure to work order 15598.

CARRIED

8/0

Responsible Officer

Manager - Procurement & Commercial Services



**Item Number:** LC.3 **File Number:** D16/91653  
**SUBJECT HEADING:** ROMA SALEYARDS  
**Officer's Title:** Director - Corporate, Community & Commercial Services

**Executive Summary:**

*Council adopted its fees and charges for 2016/17 on 8 June 2016 which included the introduction of a new fee, on recommendation from the Saleyards Advisory Committee. Given the short timeframe between adopting the fee and commencement on 1 July, there has been a number of enquiries regarding the background to the fee, services, collection, notice and consultation. The report was presented to Council to give consideration to these queries and the future implementation of fees and charges at the Roma Saleyards.*

**Resolution No. GM/10.2016/27**

**Moved Cr Flynn**

**Seconded Cr Chambers**

**That Council:**

1. **Based on feedback from agents and buyers regarding invoicing, work with the Roma Livestock Agents Association Incorporated and individual Roma Agencies to implement processes to resolve the billing issues, including investigating the potential for centralised billing at the Roma Saleyards.**
2. **Undertake consultation with, and provide information to, buyers, vendors and agents on the future recovery of costs associated with the facility and services provided by Council, with the results to be considered at the General Meeting on 23 November 2016.**
3. **Work with developing a Memorandum of Understanding / Agreement with the Roma Selling Agents to supplement the approval process under *Subordinate Local Law No. 1.17 (Sale or Consignment of Stock at a Saleyard) 2011* and further that the roles and responsibilities detailed in the agreement form part of Council's Quality Manual for the operation of the Saleyards.**
4. **Await receipt of feedback from the Roma Livestock Agents Association Incorporated or individual agents on the approval conditions.**
5. **Confirm that two agents currently have permits in place to sell at the Roma Saleyards and note receipt of the insurance details from an additional five (5) selling agents as an interim step to seeking approval to sell cattle at the Roma Saleyards.**

CARRIED

8/0

<b>Responsible Officer</b>	<b>Director - Corporate, Community &amp; Commercial Services</b>
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**NOTE:** At a Special Meeting held on 11 November 2016, Council resolved to make amendments:

- In respect of the Special Budget Meeting Resolution – 27 July 2016;
- In respect of General Meeting 12 October 2016-
  - Resolution No. GM/10.2016/27
  - Resolution No. GM/10.2016/28
  - Resolution No. GM/10.2016/29
  - Resolution No. GM/10.2016/30
  - Resolution No. GM/10.2016/31

These amendments are provided below,

Resolution No. SM/11.2016/01

Moved Cr Chambers

Seconded Cr Bryant

That Council:

- Amend Special Budget Meeting Resolution – 27 July 2016

**That the Post Sale Handling and Transfer Fee (including NLIS) be removed from the 2016/17 Fees & Charges Schedule and refunds be provided to those who have paid.**

- Amend Council Meeting Resolutions – 12 October 2016

Resolution No. GM/10.2016/27

That Council:

~~1. Based on feedback from agents and buyers regarding invoicing, work with the Roma Livestock Agents Association Incorporated and individual Roma Agencies to implement processes to resolve the billing issues, including investigating the potential for centralised billing at the Roma Saleyards.~~

2. Undertake consultation with, and provide information to, buyers, vendors and agents on the future recovery of costs associated with the facility and services provided by Council, with the results to date to be considered at ~~the General Meeting on 23 November 2016~~ at a **Special Meeting on 11 November 2016** to provide earlier certainty for all Saleyards' users.

3. Work with developing an ~~Memorandum of Understanding~~ / Agreement with the Roma Selling Agents to supplement the approval process under Subordinate Local Law No. 1.17 (Sale or Consignment of Stock at a Saleyard) 2011 and further that the roles and responsibilities detailed in the agreement form part of Council's Quality Manual for the operation of the Saleyards.

~~4. Await receipt of feedback from the Roma Livestock Agents Association Incorporated or individual agents on the approval conditions.~~ Council consider the information received after the close of the 12 October 2016 Council Meeting from the Roma Livestock Agents Association about the approval conditions, and any other feedback from individual agents or agencies.

5. Confirm that two agents currently have permits in place to sell at the Roma Saleyards and note receipt of the insurance details from an additional five (5) selling agents as an interim step to seeking approval to sell cattle at the Roma Saleyards.

Resolution No. GM/10.2016/28

That Council note that the fees applicable for the vendors and buyers combined are below the projected cost to Council in providing the facility and services ~~and therefore it is a financial imperative that the pricing structure, as adopted, remain in place during the consultation and information sharing process.~~

Resolution No. GM/10.2016/29

That Council note that the fees applicable for the vendors and buyers combined are below the projected cost to Council in providing the facility and services ~~and therefore it is a financial imperative that the pricing structure, as adopted, remain in place during the consultation and information sharing process.~~

Resolution No. GM/10.2016/30

~~That Council resolve to have a moratorium on debt recovery processes in relation to the new fee, until the consultation process has been completed and Council has considered the results of the consultation on 23 November 2016. These debts will still be due and payable upon completion of the consultation period. Further, t~~ That debt recovery continue for any other saleyard fees and charges outstanding in accordance with Council's debt recovery process.

**Resolution No. GM/10.2016/31**

That Council proceed with ~~the proposed~~ revised signage as a matter of priority, with the final wording circulated to Councillors for approval, prior to it being erected.

- Decide

That Council implement a multi-step process to address current concerns in relation to the Roma Saleyards and Council's consultation processes by way of the following steps:

Step 1 – Expand the draft prospectus/booklet on the Saleyards to include the additional information that Saleyards' users are seeking.

Step 2 – Separately consider Council's position on the new Multipurpose Facility.

Step 3 – Undertake a review of how costs at the Roma Saleyards could be cut further, but without compromising the progress being made in maintenance of the yards.

Step 4 – Undertake a full review of the fees and charges for the Roma Saleyards.

Step 5 – Formalise the work done to date into a detailed Business Plan for the Roma Saleyards

Step 6 – Council review our consultation framework; how we consult and inform about major issues.

Note: It is not the intention that the steps be undertaken in sequence. In some cases, work can be done in parallel, but there needs to be separate outcomes for each step.

Further that the resultant Saleyards' budget shortfall for the current financial year be funded by an internal loan from the reserve set aside for Gravel Pits, repaid in future years, and that the Borrowing Policy for 2016/17 be updated accordingly.

CARRIED 9/0

**Resolution No. GM/10.2016/28**

Moved Cr Flynn

Seconded Cr Chambers

That Council note that the fees applicable for the vendors and buyers combined are below the projected cost to Council in providing the facility and services, and therefore it is a financial imperative that the pricing structure, as adopted, remain in place during the consultation and information sharing process.

CARRIED

5/3

Responsible Officer

Director – Corporate, Community & Commercial Services

**Discussion:**

Cr. McMullen called for a 'Division of the Vote.' Council again undertook the vote with the outcome recorded as follows:

**Resolution No. GM/10.2016/29**
**Moved Cr Flynn**
**Seconded Cr Chambers**

That Council note that the fees applicable for the vendors and buyers combined are below the projected cost to Council in providing the facility and services, and therefore it is a financial imperative that the pricing structure, as adopted, remain in place during the consultation and information sharing process.

Cr. McMullen called for a division of the vote.

The outcomes were recorded as follows:

Those in Favour of the Motion	Those Against the Motion
Cr. Chambers	Cr. Golder
Cr. Chandler	Cr. McMullen
Cr. Flynn	Cr. O'Neil
Cr. Schefe	
Cr. Stanford	

**CARRIED**
**5/3**
**Responsible Officer**
**Director – Corporate, Community & Commercial Services**
**Discussion:**

Cr. Flynn spoke in favour of the motion, indicating that he felt it was important for Council to give a moratorium with respect to debt recovery arrangements given that the matter is of a sensitive nature for a number saleyard users.

**Resolution No. GM/10.2016/30**
**Moved Cr Flynn**
**Seconded Cr Schefe**

That Council resolve to have a moratorium on debt recovery processes in relation to the new fee, until the consultation process has been completed and Council has considered the results of the consultation on 23 November 2016. These debts will still be due and payable upon completion of the consultation period. Further, that debt recovery continue for any other saleyard fees and charges outstanding in accordance with Council's debt recovery process.

**CARRIED**
**8/0**
**Responsible Officer**
**Director – Corporate, Community & Commercial Services**
**Resolution No. GM/10.2016/31**
**Moved Cr Flynn**
**Seconded Cr Chambers**

That Council proceed with the proposed revised signage as a matter of priority, with the final wording circulated to Councillors for approval, prior to it being erected.

**CARRIED**
**8/0**
**Responsible Officer**
**Director – Corporate, Community & Commercial Services**
**Item Number:**
**LC.4**
**File Number: D16/92061**
**SUBJECT HEADING:**
**MARANOA REGION'S POOLS - POOL MANAGEMENT INFORMATION**

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

**Executive Summary:**

*Across the region Council maintains five swimming pool complexes and the Mitchell Great Artesian Spa.*

*The pools are operated by contractors under management arrangements.*

**Resolution No. GM/10.2016/32**

**Moved Cr Flynn**

**Seconded Cr Scheffe**

**That Council receive and note the report as presented.**

CARRIED

8/0

**Responsible Officer**

**Specialist - Lease Management & User Facility Agreements**

The Mayor declared a 'Material Personal Interest' in the following item due to his personal business 'Golders' being located in the vicinity of works for the Roma CBD Upgrade. The Mayor left the Chamber at 3.16pm, taking no further part in discussion or debate on the matter. Cr. Chambers took the role of Acting Chair during his absence.

Cr. Scheffe declared a 'Material Personal Interest' in Item LC.5 - Roma CBD Upgrade – Schedule of Works, due to his sibling's financial interest in Coomber Bros. - one of the businesses subject to Council's consideration and located in the vicinity of works for the Roma CBD Upgrade. Cr. Scheffe left the Chamber at 3.16pm, taking no further part in discussions on the matter.

**Item Number:**

**LC.5**

**File Number: D16/92632**

**SUBJECT HEADING:**

**ROMA CBD UPGRADE - SCHEDULE OF WORKS**

**Officer's Title:**

**Project Officer - Community Liaison**

**Executive Summary:**

*The purpose of this report is to update Council on feedback received from local business owners in the Roma CBD, requesting works on the south side of the Arthur and McDowall Street intersection be postponed until after Christmas.*

**Resolution No. GM/10.2016/33**

**Moved Cr O'Neil**

**Seconded Cr Stanford**

**That Council:**

- 1. Receive and note the feedback received from local business owners regarding the Roma CBD upgrade requesting works on the south side of the Arthur and McDowall Street intersection be postponed until January 2017.**
  
- 2. Authorise the Roma CBD Upgrade project to continue with the current construction schedule for works commencing on the south side of the Arthur and McDowall Street intersection on Monday 17 October 2016, with the team using its best endeavours to have the Chemist corner open on 5 December 2016, such that the footpath is accessible to pedestrian traffic (subject to weather conditions).**

3. Approve continuation of works with a view to helping ensure project costs remain on budget, and that the project is completed prior to the height of the wet season and Easter 2017.
4. The additional costs of \$15,256 (due to schedule adjustments), be funded via a transfer of funds from Reserves – Energy Sector – 1A to the Roma CBD Project Budget (Work Order 17664). (This point was added upon confirmation of minutes at the General Meeting on 25 October 2016 to clarify budget arrangements)

CARRIED

5/1

<b>Responsible Officer</b>	<b>Project Officer - Community Liaison</b>
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At cessation of discussion and debate on the abovementioned item, the Mayor and Cr. Schefe entered the Chamber at 3.19pm.

Cr. O'Neil advised that based on preliminary enquiries in relation to the following item, that he may have a potential 'Conflict of Interest' due to his personal association with another organisation. Pending further enquiries into the matter, Cr. O'Neil elected to leave the Chambers at 3.20pm, taking no further part in discussions on the matter.

**Item Number:** LC.6 **File Number:** D16/87021

**SUBJECT HEADING:** COMPOST TRIAL

**Officer's Title:** Manager – Environmental Health, Waste & Rural Land Services

***Executive Summary:***

*In 2013 Council called for 'Expressions of Interest' to conduct a trial compost operation whereby Nugrow was the successful applicant. The initial trial period was extended until Council had called and evaluated tenders and made a selection.*

*Correspondence has been received in relation to the current composting operation.*

**Resolution No. GM/10.2016/34**

**Moved Cr McMullen**

**Seconded Cr Chambers**

**That Council accept each recommendation in the officer's report and:**

1. Issue an amended letter (as circulated to Councillors at the meeting):
  - a. including the alterations considered at the Council meeting on 12 October 2016; and
  - b. provided the contractor has been advised, or will be advised before the letter is sent, that Council retains ownership of all composted (including processed) material at the Roma Refuse Tip.
2. Issue the contractor with a letter advising the contractor that Council must give prior written approval for any statements made about its activities on Council land, including on the contractor's website, and requiring the contractor to obtain Council approval of any existing statements, which may or may not require amendment at Council's discretion.
3. Not commence the formal tender process for at least 14 days to provide an opportunity for industry feedback.

4. **Initiate testing of composted material stored at the Roma Refuse Tip to identify compliance with relevant Australian Standards for compost.**
5. **Authorise the Chief Executive to make minor amendments to the draft letter and circulate to Councillors for final approval, prior to it being issued.**

CARRIED

7/0

<b>Responsible Officer</b>	<b>Manager – Environmental Health, Waste &amp; Rural Land Services</b>
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At cessation of discussion and debate on the abovementioned item, Cr. O'Neil entered the Chamber at 3.25pm.

**Item Number:** 10.1 **File Number:** D16/90894

**SUBJECT HEADING:** CHRISTMAS & NEW YEAR PERIOD 2016: CHRISTMAS CLOSURE AND ANNUAL CHRISTMAS SHUT DOWN

**Officer's Title:** Manager - Strategic Human Resource Management

***Executive Summary:***

*As a work-life balance initiative for the period between Christmas and New Year, Elected Members have previously resolved to close Maranoa Regional Council's Administration Offices, Customer Service Centres, Libraries, and other sections. Also as a work-life balance initiative, Elected Members have previously resolved to approve an Annual Christmas Shut Down for the Infrastructure Services directorate.*

*Excluded from the Christmas Closure and Annual Christmas Shut Down are essential services of Community Safety, Rural Land Management, Waste Management Facilities and the Roma Airport. Skeleton Crews from Roads, Drainage & Parks and Water, Sewerage & Gas operate to ensure essential services are maintained. Council's Quarries are not addressed in this report as the timing for any Christmas/New Year closure is dependent on Customer needs at the time.*

**Discussion:**

The matter had been laid on the table earlier during the meeting pending the outcome of further enquiries by the reporting officer with respect to arrangements for two (2) key projects over the Christmas period. This information now to hand, Council re-commenced discussions on the matter.

A 'Mover' and 'Seconder' were recorded earlier during the meeting, as recorded below, however, no vote was taken on the draft motion at that time.

**Resolution No. GM/10.2016/35**

**Moved Cr O'Neil**

**Seconded Cr Chambers**

**That Council:**

1. **Endorse the use of minimal staff from Monday 19 December 2016 to Friday 23 December 2016.**
2. **Endorse a Christmas & New Year closure of Council's Customer Service Centres including Administration Offices, Libraries and non-essential Community Services, from close of business Friday, 23 December 2016 to Monday, 2 January 2017 inclusive, with a resumption of normal Council functions on Tuesday, 3 January 2017.**
3. **Endorse the use of the 3 staged approach for the Annual Christmas Shut Down of the Roads, Drainage & Parks department within the Infrastructure Services directorate.**

4. **Endorse the Annual Christmas Shut Down of the Infrastructure Services directorate from Monday 19 December 2016 to Monday 2 January 2017 inclusive, with a resumption of normal Infrastructure Services functions on Tuesday, 3 January 2017.**
  5. **Authorise the Chief Executive Officer to communicate the Christmas Closure and Annual Christmas Shut Down to Council employees and ratepayers, customers, clients and the general public.**
- CARRIED 7/1

<b>Responsible Officer</b>	<b>Manager - Strategic Human Resource Management</b>
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Cr. Chandler left the Chamber at 3.30pm, and re-entered at 3.33pm.

**CLOSURE**

There being no further business, the Mayor thanked Council for their attendance and declared the meeting closed at 3.37pm.

**These Minutes are to be confirmed at the next General Meeting of Council to be held on 25 October 2016, at Roma Administration Centre.**

.....  
Mayor.

Date. ....