

MINUTES OF THE GENERAL MEETING OF MARANOA REGIONAL COUNCIL HELD AT ROMA ADMINISTRATION CENTRE ON 27 MARCH 2019 COMMENCING AT 9.04AM

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. W M Newman, 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

Deputy Chief Executive Officer/Director Development, Facilities & Environmental Services – Rob Hayward, Director Corporate, Community & Commercial Services – Sharon Frank, Deputy Director Infrastructure Services/Strategic Road Management – Cameron Hoffmann, Manager Economic & Community Development – Ed Sims, Manager Planning & Building Development – Danielle Pearn, Regional Grants & Council Events Development Coordinator – Susan Sands, Regional Tourism Development Coordinator – Justine Miller, Project Officer Program & Contract Management – Luci Gunning.

WELCOME

The Mayor welcomed all present and declared the meeting open at 9.04am.

APOLOGIES

There were no apologies for the meeting.

CONFIRMATION OF MINUTES

Resolution No. GM/03.2019/54

Moved Cr Newman

Seconded Cr Stanford

That the minutes of the General Meeting held on 13 March 2019 be confirmed.

CARRIED

9/0

Resolution No. GM/03.2019/55

Moved Cr O'Neil

Seconded Cr Newman

That the minutes of the Budget Submissions & Financial Planning Standing Committee Meeting held on 20 March 2019 at 9.50am be confirmed.

CARRIED

9/0

Resolution No. GM/03.2019/56

Moved Cr O'Neil

Seconded Cr Stanford

That the minutes of the Budget Submissions & Financial Planning Standing Committee Meeting held on 20 March 2019 at 4.21pm be confirmed.

CARRIED

9/0

Resolution No. GM/03.2019/57**Moved Cr Stanford****Seconded Cr Chandler****That the minutes of the Special Meeting held on 20 March 2019 be confirmed.****CARRIED****9/0****DECLARATION OF CONFLICTS OF INTEREST**

Cr. Scheffe declared a 'Material Personal Interest' with the following item:

- C.5 – Agreement for Licence to Use Facilities Mitchell Workshop

due to him currently owning a house rented to the Department of Transport and Main Roads (TMR) through his superannuation fund (self-managed), for which he is also the Landlord through that same superannuation fund. The Department of Transport and Main Roads are the applicant under Council's consideration in this matter.

Cr. Scheffe foreshadowed that he would remove himself from discussions and decisions on this matter.

Cr. Flynn declared a 'Material Personal Interest' with the following item:

- C.1 – 2019/20 Airport Fees and Charges

due to him being the owner of a business that has a contract with a major air service provider at the Roma Airport.

Cr. Flynn declared a 'Conflict of Interest' with the following item:

- C.12 – Tabling Further Correspondence in Relation to Stage 1 – Roma Flood Mitigation

due to him owning a house in the area that the levee is bound by, and that voting on these matters may cause a perception that he may have directly benefited from the levee or various aspects of the levee.

Cr. Flynn foreshadowed that he would remove himself from discussions and decisions on both of the abovementioned items.

Cr. O'Neil declared a 'Conflict of Interest' with the following item:

- C.17 – Capital Upgrade Request – Footpath Construction – Hawthorne Street

due to one of the business owners, Plash Creative, being a tenant in Shop 1 of the property which was under Council's consideration in this matter. Plash Creative had in the past provided an 'In-kind' gift of graphic design services to Cr. O'Neil in 2012.

Cr. O'Neil indicated:

I have determined that this personal interest is not of sufficient significance that it will lead me to making a decision on the matter that is contrary to the public interest. I will best perform my responsibility of serving the overall public interest of the whole of the Council area by participating in the discussion and voting on this matter.

However, I acknowledge that the remaining Councillors must now determine, pursuant to section 175E(4) of the Local Government Act 2009:

- (a) Whether I have a real 'Conflict of Interest' in this matter or a perceived 'Conflict of Interest' in this matter; and*
- (b) If so, whether:*
 - I. I must leave the meeting while this matter is discussed or voted on; or*
 - II. I may participate in the meeting in relation to the matter, including by voting on the matter.*

Resolution No. GM/03.2019/58

Moved Cr Stanford

Seconded Cr Chandler

That Cr. O'Neil has a Conflict of Interest in the matter and notwithstanding the conflict, Cr. O'Neil may participate in the matter, discuss and vote upon it.

CARRIED

8/0

Cr. O'Neil did not vote on this motion as he was the declaring Councillor under consideration in this matter.

Mayor Golder declared a possible 'Conflict of Interest' in the following items:

- C.4 – Claim for damages – Incident McDowall Street, Roma – 6 February 2019
- C.6 – Claim for damages – Incident McDowall Street, Roma

due to his business being located in the vicinity of where the incident under Council's consideration in this matter occurred.

Mayor Golder foreshadowed that he would remove himself from discussions and decisions on this matter.

Mayor Golder declared a 'Material Personal Interest' with the following item:

- C.12 – Tabling Further Correspondence in Relation to Stage 1 – Roma Flood Mitigation

due to his mother being the applicant under Council's consideration of this matter, and Mrs Golder having a legal agreement with Maranoa Regional Council in relation to flood mitigation back in 2014, which has not been fully completed.

ON THE TABLE

Item Number:

5.1

File Number: D19/21765

SUBJECT HEADING:

**REVISED EXPENSES REIMBURSEMENT POLICY
(COUNCILLORS)**

Officer's Title:

**Lead Officer – Elected Members Support & Community
Engagement**

Executive Summary:

The report sought adoption of a revised Expenses Reimbursement Policy (Councillors), which has been updated to include Council's input from previous discussions.

This agenda item had been laid on the table at the General Meeting on 13 March 2019.

Resolution No. GM/03.2019/59

Moved Cr Golder

Seconded Cr McMullen

That the matter lay on the table for further consideration at the next General Meeting on 10 April 2019.

MOTION LOST

2/7

Resolution No. GM/03.2019/60

Moved Cr O'Neil

That the matter lay on the table for further consideration at a later point during the meeting.

CARRIED

8/1

Item Number:

5.2

File Number: D19/21767

SUBJECT HEADING:

BRING YOUR OWN DEVICE POLICY

Officer's Title:

Manager - ICT Solutions

Executive Summary:

The purpose of this report was to consider a draft new Bring Your Own (Mobile) Device Policy which would, if adopted, apply to Council employees, contractors and Councillors.

This matter had been laid on the table at the General Meeting on 13 March 2019.

Resolution No. GM/03.2019/61

Moved Cr O'Neil

Seconded Cr Chambers

That the item be withdrawn from the agenda as the policy in its current form is no longer required for Councillors, with elements incorporated into the draft revised Expenses Reimbursement Policy (Councillors), for Council's further consideration.

CARRIED

9/0

Responsible Officer

Manager - ICT Solutions

ON THE TABLE – CONFIDENTIAL ITEMS

The following confidential items had been laid on the table at a previous General Meeting:

- Item C.11 – Personal Injuries Claim
Laid on the table at the General Meeting held on 13 February 2019
- Item C.12 – Tabling of Further Correspondence in Relation to Stage 1 – Roma Flood Mitigation
Laid on the table at the General Meeting held on 13 March 2019

- Item LC.2 – Consideration of correspondence from Office of Independent Assessor and Correspondence from Councillor McMullen's Representative
Laid on the table at the General Meeting held on 13 March 2019

BUSINESS

CORPORATE, COMMUNITY & COMMERCIAL SERVICES

Item Number: 11.1 File Number: D19/20955

SUBJECT HEADING: MONTHLY FINANCIAL REPORTS FOR THE PERIOD
ENDING 28 FEBRUARY 2019.

Officer's Title: Contractor - Finance Systems Support

Executive Summary:

The purpose of this report was for the Chief Executive Officer to present a monthly financial report to Council in accordance with section 204 of the Local Government Regulation 2012 for the month of February 2019 and year to date.

Resolution No. GM/03.2019/62

Moved Cr Chambers

Seconded Cr Newman

That the financial reports for the period ending 28 February 2019 be received and noted.

CARRIED

9/0

Responsible Officer

**Contractor - Finance Systems Support
Chief Executive Officer**

Item Number: 11.2 File Number: D19/22301

SUBJECT HEADING: INVESTMENT REPORT AS AT FEBRUARY 2019

Officer's Title: Contractor - Finance Systems Support

Executive Summary:

At Council's meeting on 24 October 2018 Council authorised the Chief Executive Officer to enter into an agreement with Laminar Capital to rent its investment management platform known as "Treasury Direct".

*This platform enables Council to manage its investments more effectively and efficiently.
This program was implemented in December and went live on 1 January 2018.*

The purpose of this report was to present the Investment Report as at 28 February 2019, using the Treasury Direct platform.

Resolution No. GM/03.2019/63

Moved Cr Chambers

Seconded Cr Stanford

That the Investment report as at 28 February 2019 be received and noted.

CARRIED

8/1

Mayor Golder 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. Flynn	
Cr. McMullen	
Cr. Newman	
Cr. O'Neil	
Cr. Scheffe	
Cr. Stanford	

Responsible Officer	Contractor - Finance Systems Support
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INFRASTRUCTURE SERVICES

Item Number: 12.1 **File Number:** D19/21056

SUBJECT HEADING: AUSTRALIAN ASPHALT PAVEMENT ASSOCIATION (AAPA) - 2019 STATE INDUSTRY AWARDS NOMINATIONS

Officer's Title: Deputy Director Infrastructure Services/Strategic Road Management

Executive Summary:

Nominations are now open for the AAPA - 2019 State Industry Awards.

The recently completed Roma Airport Runway Upgrade Project has been identified as demonstrating the criteria for the Outstanding Project Award. Principal Contractor Fulton Hogan Industries Pty Ltd has provided their endorsement for a joint submission.

Resolution No. GM/03.2019/64

Moved Cr O'Neil

Seconded Cr Chambers

That Council endorse a joint submission with Fulton Hogan Industries Pty Ltd for the nomination of the Roma Airport Runway Upgrade Project for the AAPA – 2019 State Industry Awards – Outstanding Project Award.

CARRIED

9/0

Responsible Officer	Deputy Director Infrastructure Services/Strategic Road Management
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Item Number: 12.2

File Number: D19/21690

SUBJECT HEADING: **ASSET MANAGEMENT PLAN - WATER NETWORK,
REVISION 2 - MARCH 2019**

Officer's Title: **Manager - Water, Sewerage & Gas**

Executive Summary:

Council is responsible for the management of 264.762 kilometres of water main and associated infrastructure with a replacement value of \$76,774,265. The development of a 10 year asset management plan provides direction and aids in ensuring that services are provided in a financially sustainable manner.

This revision provided more accurate renewal data and updated the capital upgrades required. It also incorporated the Bore Replacement Strategy and Fire Capacity Shortfall exercise recently completed.

Resolution No. GM/03.2019/65

Moved Cr Scheffe

Seconded Cr Newman

That Council:

- 1. Receive the Water Network Asset Management Plan (AMP) Revision 2 as presented.**
- 2. Endorse the Water Network AMP for inclusion in the Local Government Infrastructure Planning documentation.**
- 3. Consider the Water Network AMP in parallel with budget preparation.**

CARRIED

7/2

Mayor Golder 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. Newman	
Cr. O'Neil	
Cr. Scheffe	
Cr. Stanford	

Responsible Officer

Manager - Water, Sewerage & Gas

Item Number: 12.3 **File Number:** D19/21903
SUBJECT HEADING: ROMA CEMETERY PERIMETER FENCE PROJECT UPDATE
Officer's Title: Deputy Director Infrastructure Services/Strategic Road Management

Executive Summary:

Council requested the project scope be presented at a future Council meeting prior to works commencing. This report presented Council with an update on recent project activities and proposed project scope.

Resolution No. GM/03.2019/66

Moved Cr McMullen

Seconded Cr Stanford

That Council:

1. Endorse the scope of Stage 2 & 3 of the Roma Cemetery Fencing Project to include the replacement of approximately 247m of the existing timber fence from the main brick entrance on Lewis St to the Newbon St intersection with the 1,000mm high PVC homestead picket fencing.
2. Carry forward the 2018/19 budget allocation of \$35,000 for Stage 2 to the 2019/20 financial year to enable Stage 2 & Stage 3 to be delivered concurrently as a single project.
3. Subject to the final approval of Works for Queensland (W4Q) funding for Stage 3, the works be programmed for Quarter 1 of the 2019/20 financial year.

CARRIED

9/0

Responsible Officer

**Deputy Director Infrastructure
Services/Strategic Road Management**

DEVELOPMENT, FACILITIES & ENVIRONMENTAL SERVICES

Item Number: 13.1 **File Number:** D19/15607
SUBJECT HEADING: ADOPTION OF THE YULEBA COBB & CO PARK MASTER PLAN
Officer's Title: Project Officer - Program & Contract Management

Executive Summary:

Council received the final draft of the Yuleba Cobb & Co Park Master Plan. This Plan has been through two rounds of community consultation, with a period of online feedback. Changes have been incorporated throughout the Plan that reflect the comments received from stakeholders, including community members and Council staff. The community response to this Master Plan has been largely positive. It was recommended that Council receive and adopt this Master Plan.

Moved Cr Chandler

Seconded (Not obtained)

That Council:

1. Receive and adopt the final draft of the Yuleba Cobb & Co Park Master Plan.
2. Include plans for the low cost work program for the Council owned land in Cobb & Co Park, commencing August 2019, as part of the 2019/20 budget deliberations.

NO VOTE TAKEN

No 'Seconded' for the draft motion was obtained, and therefore no vote was taken at that time, with Cr. Chambers putting forward a procedural motion for Council's consideration of this matter. The outcome was recorded as follows:

Resolution No. GM/03.2019/67

Moved Cr Chambers

That Standing Orders be suspended to allow for further discussion and staff input on the item.

CARRIED

9/0

Further discussion ensued, with the draft motion previously put forward by Cr. Chandler again being considered:

Moved Cr Chandler

Seconded Cr Flynn

That Council:

1. Receive and adopt the final draft of the Yuleba Cobb & Co Park Master Plan.
2. Include plans for the low cost work program for the Council owned land in Cobb & Co Park, commencing August 2019, as part of the 2019/20 budget deliberations.

NO VOTE TAKEN

Cr. McMullen then put forward an 'Amendment' to the draft motion, and Mayor Golder indicated he was happy to 'Second' the amendment, which was recorded as follows:

Moved Cr McMullen

Seconded Cr Golder

That Council:

1. Receive and adopt the final draft of the Yuleba Cobb & Co Park Master Plan.
2. Include the preparation of the Yuleba Fire Tower Feasibility Study as part of the 2019/20 budget deliberations.
3. In conjunction with Yuleba Development Group, undertake a feasibility study of the re-erection of the Yuleba Fire Tower and Interpretive Centre as part of the 2019/20 budget deliberations.

NO VOTE TAKEN

No vote was taken on the draft amendment, with a further procedural motion put forward by Cr. O'Neil for Council's consideration. The outcome was recorded as follows:

Resolution No. GM/03.2019/68

Moved Cr O'Neil

That the matter lay on the table for further consideration at a later point during the meeting.

CARRIED

9/0

Item Number:

13.2

File Number: D19/15604

SUBJECT HEADING:

ADOPTION OF THE WALLUMBILLA CALICO COTTAGE & HERITAGE PRECINCT MASTER PLAN

Officer's Title:

Project Officer - Program & Contract Management

Executive Summary:

Council received the final draft of the Wallumbilla Calico Cottage & Heritage Precinct Master Plan. This Plan has been through two rounds of community consultation, with a period of online feedback. The community responses to the Master Plan were overwhelmingly positive. It was recommended that Council receive and adopt this Master Plan.

Resolution No. GM/03.2019/69

Moved Cr Chandler

Seconded Cr McMullen

That Council:

- 1. Receive and adopt the final draft of the Wallumbilla Calico Cottage & Heritage Precinct Master Plan.**
- 2. Include low-cost improvements to the parklands node and bagged grain storage shed node as part of the 2019/20 budget deliberations.**

CARRIED

9/0

Responsible Officer

Project Officer - Program & Contract Management

Item Number:

13.3

File Number: D19/14196

SUBJECT HEADING:

ROMA AND DISTRICT CRICKET ASSOCIATION PROJECTS

Officer's Title:

Regional Sport & Recreation Development Coordinator

Executive Summary:

Roma and District Cricket Association Inc. has secured funding of \$34,650, with a successful application to the Gambling Community Benefit Fund (GCBF) for improvements to the Roma cricket facility.

Improvements include a new steel boundary fence around the cricket oval in the same configuration as the existing timber fence, and a new pitch, irrigation and turf on the most western oval, referred to as the "softball oval".

The club wished to advise Council of the project and proposed commencement date. This report also included notification of two old Bassett Park lights being redirected for use at Gallas Fox Oval to replace lights if their application under Council's Community Grants program is successful.

Resolution No. GM/03.2019/70

Moved Cr Flynn

Seconded Cr McMullen

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

CARRIED

9/0

Responsible Officer

**Regional Sport & Recreation Development
Coordinator**

Item Number:

13.4

File Number: D19/15029

SUBJECT HEADING:

WAVERTON HUB - THE HUB I BELONG!

Officer's Title:

Manager - Economic & Community Development

Executive Summary:

The Waverton Hub is a community-based organisation operating in Sydney, which relies on the energies of its members to provide support to one another and other people wishing to age at home for as long as possible, in preference to reliance on aged care facilities. This award-winning organisation has received recognition and a grant from the Commonwealth to encourage them to spread their story widely in the hope that other communities will adopt the same model.

The president of the Waverton Hub approached Council by email, requesting Council's consideration of hosting a local forum where Waverton Hub leaders can tell their story and assist locals to adopt their model and achieve similar successes.

Resolution No. GM/03.2019/71

Moved Cr Newman

Seconded Cr O'Neil

That Council invite Waverton Hub to visit the region to hold a community forum, which Council will organise and promote in conjunction with the group. The date of the forum is to be mutually agreed.

CARRIED

9/0

Responsible Officer

**Manager - Economic & Community
Development**

Item Number: 13.5 **File Number:** D19/17807
SUBJECT HEADING: ARTHUR STREET AMENITIES - COMMUNITY CONCERN
Officer's Title: Support Officer - Facilities

Executive Summary:

At the General Meeting on 27 February 2019, Council requested a report be prepared on the Arthur Street toilet facilities.

Resolution No. GM/03.2019/72

Moved Cr Newman

Seconded Cr O'Neil

That Council undertake the recommended works on the Arthur Street Toilet amenities, specifically:

- Installation of whirly birds in the roof of the Arthur Street toilets to improve air flow and ventilation;
- Adjustment of the automatic timer on the urinal to flush after every use;
- An inspection to investigate the drainage and pipework associated with this facility.

CARRIED

9/0

Responsible Officer	Manager - Facilities (Land, Buildings & Structures) Support Officer - Facilities
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Item Number: 13.6 **File Number:** D19/19319
SUBJECT HEADING: REGIONAL POOL REPORT FEBRUARY 2019
Officer's Title: Administration Officer - Council Buildings & Structures

Executive Summary:

Across the region, Council maintains five swimming pool complexes and the Great Artesian Spa complex.

Contractors operate the pools under Management Agreements, and provide monthly reports to Council identifying attendance, pool temperatures, chemical levels, maintenance issues and consumables.

Reports presented for the month of February 2019 included Denise Spencer Pool Roma, Wallumbilla Pool, Surat Pool, Injune Pool, Mitchell Memorial Pool and the Great Artesian Spa. The January 2019 Injune Pool report was also included for Councillors.

Resolution No. GM/03.2019/73

Moved Cr Flynn

Seconded Cr Newman

That Council receive the Regional Swimming Pool reports for the Denise Spencer Pool Roma, Wallumbilla Pool, Surat Pool, Injune Pool, Mitchell Memorial Pool and the Great Artesian Spa for the month of February 2019 and the Injune Pool Report for the month of January 2019.

CARRIED

9/0

Item Number: 13.7 **File Number:** D19/20459

SUBJECT HEADING: CHANGE APPLICATION (PINAROO ROMA INC.)

Location: 50-56 Bowen Street, Roma (6SP222875)

Applicant: N.G. Sanders & Associates Pty Ltd

Officer's Title: Lead Town Planner

Executive Summary:

N.G. Sanders & Associates, on behalf of Pinaroo Roma Inc., submitted an application to change the development approval (as amended) issued for the expansion of the Pinaroo aged care facility located on Bowen Street, Roma (Lot 6 on SP 222675).

The development approval allows 20 additional accommodation units at the facility and the applicant was seeking to change this approval to provide one additional accommodation unit, as well as other minor alterations to the approved site layout.

Resolution No. GM/03.2019/74

Moved Cr Newman

Seconded Cr Flynn

That Council:

1. Give a decision notice to the applicant agreeing to the proposed changes to development approval 2014/18907 (as amended); and
2. Make the following changes to decision notice 2014/19807 (as amended):

Amend the title of the decision notice from:

Re: Development Application for Material Change of Use - "Accommodation Units" (Additional 20 Rooms)

On land situated at 50-66 Bowen Street ROMA, QLD, 4455

Described as Lot: 6 SP: 222875

to:

Re: Development Application for Material Change of Use - "Accommodation Units" (Additional 21 Rooms)

On land situated at 50-66 Bowen Street ROMA, QLD, 4455

Described as Lot: 6 SP: 222875

And:

Amend the approved plan table from:

7. Approved plans

The approved plans and/or documents for this development approval are listed in the following table:

Plan/Document number	Plan/Document name	Date
09062/DD 1.00/B	Site Plan-Overall Village	18/02/14
09062/DD1.10/B	Site Plan	18/02/14
09062/DD2.00/B	Lower Level-secure staff parking plan	18/02/14
09062/DD 2.01/B	Construction-Stage 1 Lowe Level, Secure Staff Parking	18/02/14
09062/DD2.10/B	Accommodation Plan	18/02/14
09062/DD2.11/B	Construction Stage 1 Accommodation Plan	18/02/14
09062/DD2.20/B	Roof Plan	18/02/14
09062/DD3/B	Elevations/sections	18/02/14

To;

7. Approved plans

The approved plans and/or documents for this development approval are listed in the following table:

Plan/Document number	Plan/Document name	Date
09062/DD 1.00/E	Site Plan-Overall Village "Stages 1 & 2" + SCU Courtyard	21/02/19
09062/DD2.00/F	Lower Level Plan 12 Suite Extension	21/02/19
09062/dd2.10/H	Upper Level Plan 12 Suite Extension	21/02/19
09062/DD2.20/B	Roof Plan	18/02/14
09062/DD3/B	Elevations/sections	18/02/14

And:

Amend Condition 1 from:

1. The approved development is a Material Change of Use to establish Accommodation Units (20 aged care facility rooms) as shown on the approved plans.

To:

1. The approved development is a Material Change of Use to establish Accommodation Units (21 aged care facility rooms) as shown on the approved plans.

Amend Condition 2 from:

Approved Plans and Documents

- 2. Maintain the approved development - Material Change of Use - Accommodation Units (20 units) generally in accordance with the following approved plans, subject to and modified by any conditions of this approval:**

Drawing No. 09062/DD 1.00/B

Site Plan – Overall Village

Prepared by N.G Sanders and Associates Pty. Ltd

dated 18/02/14

Drawing No. 09062/DD1.10/B

Site Plan

Prepared by N.G Sanders and Associates Pty. Ltd

dated 18/02/14

Drawing No. 09062/DD2.00/B

Lower Level- secure staff parking plan

Prepared by N.G Sanders and Associates Pty. Ltd

dated 18/02/14

Drawing No. 09062/DD 2.01/B

Construction- Stage 1 Lower Level,

Secure staff parking

Prepared by N.G Sanders and Associates Pty. Ltd

dated 18/02/14

Drawing No. 09062/DD2.10/B

Accommodation Plan

Prepared by N.G Sanders and Associates Pty. Ltd

dated 18/02/14

Drawing No. 09062/DD2.11/B

Construction Stage 1 Accommodation Plan

Prepared by N.G Sanders and Associates Pty. Ltd

dated 18/02/14

Drawing No. 09062/dd2.20/B

Roof Plan

Prepared by N.G Sanders and Associates Pty. Ltd

dated 18/02/14

Drawing No. 09062/DD3/B

Elevations/sections

Prepared by N.G Sanders and Associates Pty. Ltd

dated 18/02/14

Document D5

Capricorn Municipal Development Guidelines – Stormwater Drainage Design Guidelines

dated 03/2012

Document D7

Capricorn Municipal Development Guidelines – Erosion Control and Stormwater Management Design Guideline

dated 03/2012

Document D11

Capricorn Municipal Development Guidelines – Water Reticulation Design Guidelines

dated 10/2007

Document D12

Capricorn Municipal Development Guidelines – Sewerage Reticulation Design Guideline

dated 10/2007

To:

2. Maintain the approved development - Material Change of Use - Accommodation Units (21 units) generally in accordance with the following approved plans, subject to and modified by any conditions of this approval:

Plan/Document number	Plan/Document name	Date
09062/DD 1.00/E	Site Plan-Overall Village "Stages 1 & 2" + SCU Courtyard	21/02/19
09062/DD2.00/F	Lower Level Plan 12 Suite Extension	21/02/19
09062/dd2.10/H	Upper Level Plan 12 Suite Extension	21/02/19
09062/DD2.20/B	Roof Plan	18/02/14
09062/DD3/B	Elevations/sections	18/02/14

And:

Delete Condition 6 and 38.

CARRIED

9/0

Responsible Officer	Lead Town Planner
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Cr. Stanford left the Chamber at 10.00am, and returned at 10.02am.

Item Number: 13.8 **File Number:** D19/21590

SUBJECT HEADING: THE BIG RIG ACTION GROUP ADDITIONAL INVESTMENT CAMPAIGN

Officer's Title: Regional Tourism Development Coordinator

Executive Summary:

The Big Rig Action Group would like to partner with Maranoa Regional Council to develop a strategic collaborative investment approach to the Australian Oil and Gas Industry via Australian Petroleum Production and Exploration Association (APPEA). It was also considered timely to hold discussions with the Federal Government for additional investment in The Big Rig Master Plan. The goal is to upgrade The Big Rig to become the Australian Oil, Gas and Energy Centre.

Resolution No. GM/03.2019/75

Moved Cr Chandler

Seconded Cr O'Neil

That Council partner with The Big Rig Action Group to:

1. Write to, and meet with, Australian Petroleum Production and Exploration Association (APPEA), Queensland Resources Council (QRC), and other relevant national stakeholders, to gain assistance in developing a strategic and collaborative proposal aimed at enabling the Australian oil and gas industry to significantly invest in the upgrade of The Big Rig.

2. Write to, and meet with, State and Federal politicians to seek State and Federal investment in the upgrade of The Big Rig to the Australian Oil, Gas and Energy Centre.

CARRIED

9/0

Responsible Officer

Regional Tourism Development Coordinator

Item Number:

13.9

File Number: D19/21894

SUBJECT HEADING:

MITCHELL VISITOR INFORMATION CENTRE
ACCREDITATION

Officer's Title:

Regional Tourism Development Coordinator

Executive Summary:

Booringa Action Group (BAG), the lessee of the Mitchell Great Artesian Spa, is currently developing an application to have the Mitchell Visitor Information Centre accredited. They sought a letter of support from Council to assist their application, as the accreditation stipulates they must demonstrate a good relationship with their local council and relevant Regional Tourism Organisation (RTO).

Resolution No. GM/03.2019/76

Moved Cr Chandler

Seconded Cr Golder

That Council:

1. Provide a Letter of Support and appreciation to Booringa Action Group (BAG) for use in their application to become an Accredited Visitor Information Centre.
2. Continue working together with the Mitchell Visitor Information Centre staff and BAG with the submission of monthly tourism statistics and attendance at regional famils and tourism related training coordinated by Council to ensure a consistent tourism message is portrayed and delivered across the Maranoa region.

CARRIED

9/0

Responsible Officer

Regional Tourism Development Coordinator

Item Number:

16.1

File Number: D19/21957

SUBJECT HEADING:

REVIEW OF COUNCIL ADVISORY COMMITTEES

Councillor's Title:

Cr. Jan Chambers

Executive Summary:

The report tabled a proposal for Council to review current advisory committee arrangements.

Resolution No. GM/03.2019/77

Moved Cr Chambers

Seconded Cr Newman

That a report be prepared for an upcoming Policy Development Workshop.

CARRIED

8/1

Mayor Golder 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. Flynn	
Cr. McMullen	
Cr. Newman	
Cr. O'Neil	
Cr. Schefe	
Cr. Stanford	

Responsible Officer	Lead Officer - Elected Member Support & Community Engagement
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CONFIDENTIAL ITEMS

Cr. Flynn, having previously foreshadowed a 'Material Personal Interest' in the following item, for reasons stated under Section 'COUNCILLOR DECLARATIONS OF CONFLICTS OF INTEREST,' left the Chamber at 10.12am, taking no part in discussions and debate on the matter.

Item Number: C.1 **File Number:** D19/13689

SUBJECT HEADING: 2019/20 AIRPORT FEES AND CHARGES

Officer's Title: Manager - Airports (Roma, Injune, Surat, Mitchell)

Executive Summary:

This report presented the proposed fees and charges for Council's airports for the 2019/20 financial year for Council's consideration.

Resolution No. GM/03.2019/78

Moved Cr O'Neil

Seconded Cr Schefe

That Council:

- 1. Maintain the Fees and Charges from 2018/19 for Maranoa Regional Council's airports into 2019/20 (i.e. no increase in fees and charges).**
- 2. Approve changing the car parking fees at Roma Airport from the first hour free to the first two (2) hours free.**
- 3. Introduce a discounted option for extended periods of overflow car parking area use by rental car companies, under licence executed by the Chief Executive Officer, at a rate of \$45 per car per month and \$540 per year (ex. GST, not pro rata), payable in advance.**

Schedule of Airport Fees & Charges 2019/20

Name	Year 18/19 Last YR Fee (incl. GST)	Year 19/20 Fee (incl. GST)	Increase %	Unit	Legislation	Comment	GST	Fee Category	Fee Type
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Maranoa Regional Council

Development, Facilities & Environmental Services

Airports (Roma, Injune, Surat, Mitchell)

Airport

Airport – Landing Charges AVGAS & AVTUR Planes – Aircraft MTOW (kg) less than 1,500kg	\$6.60	\$6.60	0.00%	per tonne pro rata	Local Government Act 2009 S 262 (3)(c)	No change	Y	Airports	C
Airport – Landing Charges AVGAS & AVTUR Planes – Aircraft MTOW (kg) from 1,501kg to 5,700kg	\$11.00	\$11.00	0.00%	per tonne pro rata	Local Government Act 2009 S 262 (3)(c)	No change	Y	Airports	C
Airport – Landing Charges AVGAS & AVTUR Planes – Aircraft MTOW (kg) 5701 kg and over	\$17.40	\$17.40	0.00%	per tonne pro rata	Local Government Act 2009 S 262 (3)(c)	No change	Y	Airports	C
Airport – Roma – Aerodrome Fees & Charges – Security Callout	\$217.80	\$217.80	0.00%	per callout	Local Government Act 2009 S 262 (3)(c)	No Change	Y	Airports	C

Airport – Roma – Passenger Tax & Security Screening

Commuter / Charter – Arrival and Departure (Children)	\$21.95	\$21.95	0.00%	per child	Local Government Act 2009 S 262 (3)(c)	No Change	Y	Airports	C
Commuter / Charter – Arrival Departure (Adult)	\$43.90	\$43.90	0.00%	per adult	Local Government Act 2009 S 262 (3)(c)	No Change	Y	Airports	C
Commuter / Charter – Arrival Departure via Terminal Unscreened	\$16.50	\$16.50	0.00%	per person	Local Government Act 2009 S 262 (3)(c)	No Change	Y	Airports	C
Passenger Transport – Arrival and Departure (Adult)	\$43.90	\$43.90	0.00%	per adult	Local Government Act 2009 S 262 (3)(c)	No Change	Y	Airports	C
Passenger Transport – Arrival and Departure (Children)	\$21.95	\$21.95	0.00%	per child	Local Government Act 2009 S 262 (3)(c)	No Change	Y	Airports	C

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Name	Year 18/19 Last YR Fee (incl. GST)	Year 19/20 Fee (incl. GST)	Increase %	Unit	Legislation	Comment	GST	Fee Category	Fee Type
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Airport – Roma – Private Annual Landing Charges

Pro rata charges will be considered by Council upon written request.

Charges will not be applicable for Military Aircraft; Angel Flight; Aerial Ambulance; Care Flight and the Royal Flying Doctor Service.

AVGAS planes (based in the Maranoa Regional Council area) Single Engine (Refer Description)	\$420.70	\$420.70	0.00%	per aircraft per annum	Local Government Act 2009 S 262 (3)(c)	No Change	Y	Airports	C
AVGAS planes (based in the Maranoa Regional Council area) Twin Engine (Refer Description)	\$829.00	\$829.00	0.00%	per aircraft per annum	Local Government Act 2009 S 262 (3)(c)	No Change	Y	Airports	C
AVGAS planes (based in the Maranoa Regional Council area) Ultra Light (Refer Description)	\$108.90	\$108.90	0.00%	per aircraft per annum	Local Government Act 2009 S 262 (3)(c)	No Change	Y	Airports	C

Airport – Roma – Commercial Annual Landing Charges

Pro rata charges will be considered by Council upon written request.

Charges will not be applicable for Military Aircraft; Angel Flight; Aerial Ambulance; Care Flight and the Royal Flying Doctor Service.

AVGAS planes (based in the Maranoa Regional Council area) Twin Engine (Refer Description)	\$1,217.60	\$1,217.60	0.00%	per aircraft per annum	Local Government Act 2009 S 262 (3)(c)	No Change	Y	Airports	C
AVGAS planes (based in the Maranoa Regional Council area) Ultra Light (Refer Description)	\$166.40	\$166.40	0.00%	per aircraft per annum	Local Government Act 2009 S 262 (3)(c)	No Change	Y	Airports	C
AVGAS planes (based in the Maranoa Regional Council area) Single Engine (Refer Description)	\$637.20	\$637.20	0.00%	per aircraft per annum	Local Government Act 2009 S 262 (3)(c)	No Change	Y	Airports	C

Airport – Roma – Parking Charges

Charges will not be applicable for Military Aircraft; Angel Flight; Aerial Ambulance; Care Flight and the Royal Flying Doctor Service.

continued on next page ...

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Name	Year 18/19 Last YR Fee (incl. GST)	Year 19/20 Fee (incl. GST)	Increase %	Unit	Legislation	Comment	GST	Fee Category	Fee Type
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Airport – Roma – Parking Charges [continued]

Private – Annual Parking Charges (based in the Maranoa Regional Council area) Ultra Light (Refer Description)	\$111.40	\$111.40	0.00%	per aircraft per annum	Local Government Act 2009 S 262 (3)(c)	No Change	Y	Airports	C
Commercial – Annual Parking Charges (based in the Maranoa Regional Council area) Single & Twin Engine (Refer Description)	\$839.00	\$839.00	0.00%	per aircraft per annum	Local Government Act 2009 S 262 (3)(c)	No Change	Y	Airports	C
Commercial – Annual Parking Charges (based in the Maranoa Regional Council area) Ultra Light (Refer Description)	\$170.80	\$170.80	0.00%	per aircraft per annum	Local Government Act 2009 S 262 (3)(c)	No Change	Y	Airports	C
Other aircraft – After one day (Refer Description)	\$8.80	\$8.80	0.00%	per aircraft per day	Local Government Act 2009 S 262 (3)(c)	No Change	Y	Airports	C

Airport – Roma – Ground Space Rental

Paid Parking Charges – Public Parking – Hourly	\$2.00	\$2.00	0.00%	first two hours is free than an hour fee (or part thereof) applies	Local Government Act 2009 S 262 (3)(c)	Change Fee Unit to: First two hours is free than an hour fee (or part thereof) applies	Y	Airports	C
Paid Parking Charges – Maximum Daily Fee	\$10.00	\$10.00	0.00%	per day	Local Government Act 2009 S 262 (3)(c)	No Change	Y	Airports	C
Note 1 - day is 24 hours after 24 hours, the hourly fee of \$2 is applicable to a maximum of \$10.00 for each day after the first day.									
Corporate Pass to Public Car Park	\$78.80	\$78.80	0.00%	per card (parking fees for public parking apply)	Local Government Act 2009 S 262 (3)(c)	No Change	Y	Airports	C
Parking fees for public parking apply									
Corporate Pass to Public Car Park – Administration Fee	\$5.70	\$5.70	0.00%	per card per month	Local Government Act 2009 S 262 (3)(c)	No Change	Y	Airports	C
Lost Corporate Pass Charge	\$45.00	\$45.00	0.00%	per lost card	Local Government Act 2009 S 262 (3)(c)	No Change	Y	Airports	C

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Name	Year 18/19 Last YR Fee (incl. GST)	Year 19/20 Fee (incl. GST)	Increase %	Unit	Legislation	Comment	GST	Fee Category	Fee Type
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Airport – Roma – Ground Space Rental [continued]

Paid Parking Charges – Long Term Car Parking Space (Rental Car Companies only)	\$3.30	\$3.30	0.00%	per vehicle per day	Local Government Act 2009 S 262 (3)(c)	No Change	Y	Airports	C
Paid Parking Charges – Long Term Car Parking Space (Rental Car Companies only)	\$0.00	\$45.00	∞	per car per month as per licence, not pro rata	Local Government Act 2009 S 262 (3)(c)	New fee	Y	Airports	C
Paid Parking Charges – Long Term Car Parking Space (Rental Car Companies only)	\$0.00	\$540.00	∞	per car per year as per licence, not pro rata	Local Government Act 2009 S 262 (3)(c)	New fee	Y	Airports	C
Car Rental Kiosks	as per licence agreement - POA			as per licence agreement – POA	Local Government Act 2009 S 262 (3)(c)	No Change GM/03.2018/57	Y	Airports	C
Paid Parking Charges – Rental Cars	as per lease agreement - POA - per space / per annum			as per lease agreement – POA – per space / per annum	Local Government Act 2009 S 262 (3)(c)	No Change GM/03.2018/57	Y	Airports	C
Terminal Floor Space	As per licence / lease agreement - POA			as per licence / lease agreement – POA	Local Government Act 2009 S 262 (3)(c)	No Change GM/03.2018/57	Y	Airports	C
Price on Application (POA)									
Kiosk	as per lease agreement - POA			as per lease agreement – POA	Local Government Act 2009 S 262 (3)(c)	No Change GM/03.2018/57	Y	Airports	C
Price on Application (POA)									

Airport – Roma – Miscellaneous

Advertising – Billboard Mounted	\$856.30	\$856.30	0.00%	per face per annum	Local Government Act 2009 S 262 (3)(c)	No Change	Y	Airports	C
Advertising – Fence Mounted	\$611.10	\$611.10	0.00%	per face per annum	Local Government Act 2009 S 262 (3)(c)	No Change	Y	Airports	C
Advertising 4m x 2m	\$1,223.80	\$1,223.80	0.00%	per face per annum	Local Government Act 2009 S 262 (3)(c)	No Change	Y	Airports	C

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Name	Year 18/19 Last YR Fee (incl. GST)	Year 19/20 Fee (incl. GST)	Increase %	Unit	Legislation	Comment	GST	Fee Category	Fee Type
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Airport – Roma – Miscellaneous [continued]

Advertising 6m x 4m	\$1,835.10	\$1,835.10	0.00%	per face per annum	Local Government Act 2009 S 262 (3)(c)	No Change	Y	Airports	C
Soft Drink Vending Machine	Based on actual electricity cost			based on actual electricity cost	Local Government Act 2009 S 262 (3)(2)	No Change GM/03.2018/57	Y	Airports	C
Issue of Aviation Security Identification Card (ASIC) on behalf of Aviation ID Australia (Private Agreement)	\$22.00	\$22.00	0.00%	per application	Aviation Transport Security Act and Regulations	No Change	Y	Airports	C
Fee to be charged to Aviation ID Australia when Maranoa Regional Council act as an agent to Issue ASIC under private agreement.									

Fee Name	Parent	Page
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Index of all fees

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AVGAS planes (based in the Maranoa Regional Council area) Twin Engine (Refer Description)	[Airport – Roma – Commercial Annual Landing Charges]	4
AVGAS planes (based in the Maranoa Regional Council area) Ultra Light (Refer Description)	[Airport – Roma – Private Annual Landing Charges]	4
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CARRIED
7/1

Mayor Golder 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. Newman	
Cr. O'Neil	
Cr. Schefe	
Cr. Stanford	

Responsible Officer	Manager - Airports (Roma, Injune, Surat, Mitchell)
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At cessation of discussion and debate on the abovementioned item, Cr. Flynn returned to the Chamber at 10.20am.

 COUNCIL ADJOURNED THE MEETING
 FOR MORNING TEA AT 10.21AM

SUBJECT HEADING: RESUMPTION OF STANDING ORDERS
 COUNCIL RESUMED THE MEETING AT 11.01AM

Item Number:
C.2
File Number: D19/19966

SUBJECT HEADING:
2019/20 COMMUNITY SAFETY FEES & CHARGES
Officer's Title:
Manager - Community Services
Executive Summary:

The purpose of this report was to present the Community Safety proposed fees and charges for the 2019/20 financial year for adoption.

Resolution No. GM/03.2019/79
Moved Cr Chandler
Seconded Cr Chambers

That Council adopt the fees and charges for Community Safety for the 2019/20 financial year as follows:

Name	Year 18/19 Last YR Fee (incl. GST)	Year 19/20 Fee (incl. GST)	Increase %	Unit	Legislation	Comment	GST	Fee Category	Fee Type
Maranoa Regional Council									
Corporate, Community & Commercial Services									
Community Services									
Community Safety									
Impound Release of Abandoned Vehicle	\$262.00	\$267.00	1.91%	per vehicle	Local Government Act 2009 S 97 (2) (d)		N	Local Laws & Subordinate Local Laws	R
Euthanising of Large Animals	Per animal at cost			per animal at cost	Local Government Act 2009 S 262 (3)(c)		Y	Animals	R
Euthanising of Small Animals Only	\$87.00	\$89.00	2.30%	per animal	Local Government Act 2009 S 262 (3)(c)		Y	Animals	R
Animal Carcass Disposal									
Disposal of Large Animals	\$173.00	\$176.00	1.73%	per animal	Local Government Act 2009 S 262 (3)(c)		Y	Animals	C
Disposal of large animals (horse, cattle, donkey and camel) does not include collection									
Disposal of Small Animals	\$46.00	\$47.00	2.17%	Per Animal	Local Government Act 2009 S 262 (3)(c)		Y	Animals	C
Disposal of small animal (dogs, cats, sheep, goats and swine) does not include collection									
Animal Control									
Adoption from Pound	\$260.00	\$260.00	0.00%	per animal	Local Government Act 2009 S 262 (3)(c)		N	Animals	R
Animal has not been claimed from pound within the five day period. To be registered, microchipped and desexed before release to person for rehoming									

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Name	Year 18/19 Last YR Fee (Incl. GST)	Year 19/20 Fee (Incl. GST)	Increase %	Unit	Legislation	Comment	GST	Fee Category	Fee Type
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Animal Control [continued]

Adoption From Pound To Animal Welfare Organisation	No Charge			per animal	Local Government Act 2009 S 262 (3)(c)		N	Animals	R
Adoption from pound to animal welfare organisation which is a registered charity not for profit organisation and their policy is to rehome desexed and microchipped dogs and cats									
Barking Dog Collar Hire (dependent on availability)	No Charge				-		N	Animals	
Cat / Dog Trap Hire (dependent on availability)	No Charge				-		N	Animals	
Dog DNA Testing	At Cost			per animal at cost	Local Government Act 2009 S 262 (3)(c)	At Cost	Y	Animals	C

Excess Animal Application

Application Fee – Keeping More Than Two Dogs On An Urban Allotment	\$273.00	\$150.00	-45.05%	per application lodgement	Local Government Act 2009 S 97 (2) (a)		N	Animals	R
Renewal – Keeping More Than Two Dogs On An Urban Allotment	\$0.00	\$50.00	∞	per annum	Local Government Act 2009 S 97 (2) (a)		N	Animals	R
Renewal Fee Charged Per Annum									

Dog Registration

All dog registrations expire at 30 June each year

Entire Dog (not desexed and is kept in the town designated area)	\$60.00	\$65.00	8.33%	per annum	Local Government Act 2009 S 97 (2) (a)		N	Animals	R
Desexed Dog (kept in the town designated area)	\$25.00	\$30.00	20.00%	per annum	Local Government Act 2009 S 97 (2) (a)		N	Animals	R
Non-Designated Town Area – Entire Dog (not desexed and is kept outside of the town designated area)	\$25.00	\$25.00	0.00%	per annum	Local Government Act 2009 S 97 (2) (a)		N	Animals	R
Non-Designated Town Area – Desexed Dog (kept outside of the town designated area)	\$20.00	\$20.00	0.00%	per annum	Local Government Act 2009 S 97 (2) (a)		N	Animals	R

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Name	Year 18/19 Last YR Fee (Incl. GST)	Year 19/20 Fee (Incl. GST)	Increase %	Unit	Legislation	Comment	GST	Fee Category	Fee Type
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Dog Registration [continued]

Working Dog – Special Conditions Apply	NIL Charge - Special Conditions Apply			per annum	Local Government Act 2009 S 97 (2) (a)		N	Animals	R
Please contact Council for details.									
Guide Dog and Assistance Dog	No registration fee applied to Guide Dogs			per annum	Local Government Act 2009 S 97 (2) (a)		N	Animals	R
No registration fee applied to Guide Dogs									
Pensioner – Entire Dog (not desexed and is kept in the town designated area)	\$37.50	\$42.50	13.33%	per annum	Local Government Act 2009 S 97 (2) (a)		N	Animals	R
Pensioner – Desexed Dog (kept in the town designated area)	\$12.00	\$17.00	41.67%	per annum	Local Government Act 2009 S 97 (2) (a)		N	Animals	R
Pensioner Non-Designated Town Area – Desexed Dog (kept outside of the town designated area)	\$6.00	\$6.00	0.00%	per annum	Local Government Act 2009 S 97 (2) (a)		N	Animals	R
Pensioner Non-Designated Town Area – Entire Dog (not desexed and kept outside of the town designated area)	\$16.00	\$16.00	0.00%	per annum	Local Government Act 2009 S 97 (2) (a)		N	Animals	R
Menacing Dog (Declared Regulated Dog per the Animal Management (Cats & Dogs) Act 2008)	\$222.00	\$222.00	0.00%	per annum	Local Government Act 2009 S 97 (2) (a)		N	Animals	R
Dangerous Dog (Declared Regulated Dog per the Animal Management (Cats & Dogs) Act 2008)	\$350.00	\$350.00	0.00%	per annum	Local Government Act 2009 S 97 (2) (a)		N	Animals	R
Compliant Menacing Dog Registration (No complaints, cautions, condition breaches or offence notices for previous two (2) years)	\$88.00	\$88.00	0.00%	per annum	Local Government Act 2009 S 97 (2) (a)		N	Animals	R
Compliant Dangerous Dog (No complaints, cautions, condition breaches or offence notices for previous two (2) years)	\$150.00	\$150.00	0.00%	per annum	Local Government Act 2009 S 97 (2) (a)		N	Animals	R
Registration for compliant dangerous dog (No complaints, cautions, condition breaches or offence notices for two years)									

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Name	Year 18/19 Last YR Fee (incl. GST)	Year 19/20 Fee (incl. GST)	Increase %	Unit	Legislation	Comment	GST	Fee Category	Fee Type
Dog Registration [continued]									
Replacement Tag	\$8.00	\$8.50	6.25%	per tag	Local Government Act 2009 S 262 (3)(c)	To cover replacement tag and processing cost	N	Animals	R
Cat Registration									
All cat registrations expire 30 June each year									
Entire Cat (non-desexed)	\$20.00	\$25.00	25.00%	per annum	Local Government Act 2009 S 97 (2) (a)		N	Animals	R
Desexed Cat	\$6.00	\$10.00	66.67%	per annum	Local Government Act 2009 S 97 (2) (a)		N	Animals	R
Pensioner Entire Cat (non desexed)	\$0.00	\$15.00	∞	per annum	Local Government Act 2009 S 97 (2) (a)		N	Animals	C
Pensioner Desexed Cat	\$0.00	\$5.00	∞	per annum	Local Government Act 2009 S 97 (2) (a)		N	Animals	C
Dangerous Dog									
Internal Review Declaration of a Regulated Dog (Dangerous, Menacing, Restricted)	\$396.00	\$396.00	0.00%	per application	Local Government Act 2009 S 262 (3)(c)		N	Animals	R
Regulated Dog Signage (Menacing & Dangerous Dogs)	\$20.00	\$25.00	25.00%	per sign	Local Government Act 2009 S 262 (3)(c)		Y	Animals	C
Dog and Cat Impounding Release Fee									
Unregistered Dog or Cat – 1st Offence (Plus Registration & Micro Chipping Fee)	\$160.00	\$160.00	0.00%		Local Government Act 2009 S 97 (2) (a)		N	Animals	R
Micro Chipping Fee (Dogs & Cats)	\$65.50	\$65.50	0.00%		Local Government Act 2009 S 262 (3)(c)		N	Animals	C

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Name	Year 18/19 Last YR Fee (incl. GST)	Year 19/20 Fee (incl. GST)	Increase %	Unit	Legislation	Comment	GST	Fee Category	Fee Type
Dog and Cat Impounding Release Fee [continued]									
Registered Dog or Cat – 1st Offence in Registration Period (micro chipped) – Released on 1st day of Impound	NIL Charge				Local Government Act 2009 S 97 (2) (a)		N	Animals	R
Registered Dog or Cat – 1st Offence in registration period (not micro chipped) – Released on 1st day of Impound	\$65.50	\$65.50	0.00%		Local Government Act 2009 S 97 (2) (a)		N	Animals	R
Registered Dog or Cat – 1st Offence in registration period (micro chipped) – Released after 1st day of Impound	\$46.00	\$50.00	8.70%		Local Government Act 2009 S 97 (2) (a)		N	Animals	R
(If collected on Day 1 of impoundment owner will not be charged. This fee will only apply if the dog or cat is required to stay overnight in the impound facility)									
Registered Dog or Cat – 1st Offence in registration period (not micro chipped) Released after 1 day of Impound	\$111.50	\$115.50	3.59%		Local Government Act 2009 S 97 (2) (a)		N	Animals	R
Registered Dog or Cat – 2nd Offence (within 12 months)	\$209.00	\$210.00	0.48%		Local Government Act 2009 S 97 (2) (a)		N	Animals	R
Registered Dog or Cat – 3rd Offence (within 12 months)	\$415.00	\$410.00	-1.20%		Local Government Act 2009 S 97 (2) (a)		N	Animals	R
Please Note: Should a dog or cat be caught more than three times within 12 months, Council does have the authority for the animal to be destroyed.									
Sustenance Rate (Dogs & Cats)	\$15.00	\$15.00	0.00%	per day	Local Government Act 2009 S 97 (2) (a)		N	Animals	R
Call Out Fee (For Call Out of Animal Control Officer After Hours) Monday to Friday	\$180.00	\$180.00	0.00%	per call out	Local Government Act 2009 S 262 (3)(c)		N	Animals	R
Call Out Fee (For Call Out of Animal Control Officer After Hours) Weekends & Public Holidays	\$250.00	\$250.00	0.00%	per call out	Local Government Act 2009 S 262 (3)(c)		N	Animals	R
Other Animals Impounding Release Fees									
Livestock (this will include impound fee, transport and feeding costs)	Charges - At cost			per head	Local Government Act 2009 S 97 (2) (d)		N	Animals	C
Fees charged to be At Cost (includes transport and sustenance charges)									

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Name	Year 18/19 Last YR Fee (incl. GST)	Year 19/20 Fee (incl. GST)	Increase %	Unit	Legislation	Comment	GST	Fee Category	Fee Type
Pro Rata Dog Registration									
Not applicable to Declared Dogs (dangerous, menacing or restricted) or dogs that have been previously registered with Council.									
Entire Dog – (June)	\$24.00	\$26.00	8.33%	June	Local Government Act 2009 S 97 (2) (a)	40% of full fee	N	Animals	R
Entire Dog – (May)	\$24.00	\$26.00	8.33%	May	Local Government Act 2009 S 97 (2) (a)	40% of full fee	N	Animals	R
Entire Dog – (April)	\$30.00	\$32.50	8.33%	April	Local Government Act 2009 S 97 (2) (a)	50% of full fee	N	Animals	R
Entire Dog – (March)	\$36.00	\$39.00	8.33%	March	Local Government Act 2009 S 97 (2) (a)	60% of full fee	N	Animals	R
Entire Dog – (February)	\$42.00	\$45.50	8.33%	February	Local Government Act 2009 S 97 (2) (a)	70% of full fee	N	Animals	R
Entire Dog – (January)	\$48.00	\$52.00	8.33%	January	Local Government Act 2009 S 97 (2) (a)	80% of full fee	N	Animals	R
Desexed Dog (Vet Certificate required) – (June)	\$10.00	\$12.00	20.00%	June	Local Government Act 2009 S 97 (2) (a)	40% of Full Fee Desexed	N	Animals	R
Desexed Dog (Vet Certificate required) – (May)	\$10.00	\$12.00	20.00%	May	Local Government Act 2009 S 97 (2) (a)	40% Full Fee for Desexed	N	Animals	R
Desexed Dog (Vet Certificate required) – (April)	\$12.50	\$15.00	20.00%	April	Local Government Act 2009 S 97 (2) (a)	50% off full Fee	N	Animals	R
Desexed Dog (Vet Certificate required) – (March)	\$15.00	\$18.00	20.00%	March	Local Government Act 2009 S 97 (2) (a)	60% of full fee	N	Animals	R
Desexed Dog (Vet Certificate required) – (February)	\$17.50	\$21.00	20.00%	February	Local Government Act 2009 S 97 (2) (a)	70% of full fee	N	Animals	R
Desexed Dog (Vet Certificate required) – (January)	\$20.00	\$24.00	20.00%	January	Local Government Act 2009 S 97 (2) (a)	80% of full fee	N	Animals	R
Pensioner – Entire Dog – (June)	\$15.00	\$17.00	13.33%	June	Local Government Act 2009 S 97 (2) (a)	40% of full fee	N	Animals	R
Pensioner – Entire Dog – (May)	\$15.00	\$17.00	13.33%	May	Local Government Act 2009 S 97 (2) (a)	40% of full fee	N	Animals	R
Pensioner – Entire Dog – (April)	\$18.75	\$21.25	13.33%	April	Local Government Act 2009 S 97 (2) (a)	50% of full fee	N	Animals	R

continued on next page ...

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Name	Year 18/19 Last YR Fee (incl. GST)	Year 19/20 Fee (incl. GST)	Increase %	Unit	Legislation	Comment	GST	Fee Category	Fee Type
Pro Rata Dog Registration [continued]									
Pensioner – Entire Dog – (March)	\$22.50	\$25.50	13.33%	March	Local Government Act 2009 S 97 (2) (a)	60% of full fee	N	Animals	R
Pensioner – Entire Dog – (February)	\$26.25	\$29.75	13.33%	February	Local Government Act 2009 S 97 (2) (a)	70% of full fee	N	Animals	R
Pensioner – Entire Dog – (January)	\$30.00	\$34.00	13.33%	January	Local Government Act 2009 S 97 (2) (a)	80% of full fee	N	Animals	R
Pensioner – Desexed Dog (Vet Certificate required) – (June)	\$4.80	\$6.80	41.67%	June	Local Government Act 2009 S 97 (2) (a)	40% of full fee	N	Animals	R
Pensioner – Desexed Dog (Vet Certificate required) – (May)	\$4.80	\$6.80	41.67%	May	Local Government Act 2009 S 97 (2) (a)	40% of full fee	N	Animals	R
Pensioner – Desexed Dog (Vet Certificate required) – (April)	\$6.00	\$8.50	41.67%	April	Local Government Act 2009 S 97 (2) (a)	50% of full fee	N	Animals	R
Pensioner – Desexed Dog (Vet Certificate required) – (March)	\$7.20	\$10.20	41.67%	March	Local Government Act 2009 S 97 (2) (a)	60% of full fee	N	Animals	R
Pensioner – Desexed Dog (Vet Certificate required) – (February)	\$8.40	\$11.90	41.67%	February	Local Government Act 2009 S 97 (2) (a)	70% of full fee	N	Animals	R
Pensioner – Desexed Dog (Vet Certificate required) – (January)	\$9.60	\$13.60	41.67%	January	Local Government Act 2009 S 97 (2) (a)	80% of full fee	N	Animals	R
Trespass Charge (Ordinary)									
Each Horse, Cattle, Camel (plus damage at cost)	\$31.00	\$32.00	3.23%	per head	Local Government Act 2009 S 262 (3)(c)		N	Animals	R
Each Sheep, Goat or Swine (plus damage at cost)	\$31.00	\$32.00	3.23%	per head	Environmental Protection Act 1994 S 262 (3)(c)		N	Animals	R

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Name	Year 18/19 Last YR Fee (incl. GST)	Year 19/20 Fee (incl. GST)	Increase %	Unit	Legislation	Comment	GST	Fee Category	Fee Type
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Trespass on Roads (Damage)

Horse, Cattle, Camel, Sheep, Goat or Swine	Cost of repairs and / or damages to Council, Developer or Main Roads	Cost of repairs and / or damages to Council, Developer or Main Roads			Local Government Act 2009 S 262 (3)(c)		N	Animals	R
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Fee Name

Parent

Index of all fees

A

Adoption from Pound	[Animal Control]
Adoption From Pound To Animal Welfare Organisation	[Animal Control]
Application Fee – Keeping More Than Two Dogs On An Urban Allotment	[Excess Animal Application]

B

Barking Dog Collar Hire (dependent on availability)	[Animal Control]
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C

Call Out Fee (For Call Out of Animal Control Officer After Hours) Monday to Friday	[Dog and Cat Impounding Release Fee]
Call Out Fee (For Call Out of Animal Control Officer After Hours) Weekends & Public Holidays	[Dog and Cat Impounding Release Fee]
Cat / Dog Trap Hire (dependent on availability)	[Animal Control]
Compliant Dangerous Dog (No complaints, cautions, condition breaches or offence notices for previous two (2) years	[Dog Registration]
Compliant Menacing Dog Registration (No complaints, cautions, condition breaches or offence notices for previous two (2) years	[Dog Registration]

D

Dangerous Dog (Declared Regulated Dog per the Animal Management (Cats & Dogs) Act 2008)	[Dog Registration]
Desexed Cat	[Cat Registration]
Desexed Dog (kept in the town designated area)	[Dog Registration]
Desexed Dog (Vet Certificate required) – (April)	[Pro Rata Dog Registration]
Desexed Dog (Vet Certificate required) – (February)	[Pro Rata Dog Registration]
Desexed Dog (Vet Certificate required) – (January)	[Pro Rata Dog Registration]
Desexed Dog (Vet Certificate required) (June)	[Pro Rata Dog Registration]
Desexed Dog (Vet Certificate required) – (March)	[Pro Rata Dog Registration]
Desexed Dog (Vet Certificate required) – (May)	[Pro Rata Dog Registration]
Disposal of Large Animals	[Animal Carcass Disposal]
Disposal of Small Animals	[Animal Carcass Disposal]
Dog DNA Testing	[Animal Control]

E

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Fee Name	Parent	Page
E [continued]		
Each Horse, Cattle, Camel (plus damage at cost)	[Trespass Charge (Ordinary)]	9
Each Sheep, Goat or Swine (plus damage at cost)	[Trespass Charge (Ordinary)]	9
Entire Cat (non-desexed)	[Cat Registration]	6
Entire Dog – (April)	[Pro Rata Dog Registration]	8
Entire Dog – (February)	[Pro Rata Dog Registration]	8
Entire Dog – (January)	[Pro Rata Dog Registration]	8
Entire Dog – (June)	[Pro Rata Dog Registration]	8
Entire Dog – (March)	[Pro Rata Dog Registration]	8
Entire Dog – (May)	[Pro Rata Dog Registration]	8
Entire Dog (not desexed and is kept in the town designated area)	[Dog Registration]	4
Euthanising of Large Animals	[Community Safety]	3
Euthanising of Small Animals Only	[Community Safety]	3
G		
Guide Dog and Assistance Dog	[Dog Registration]	5
H		
Horse, Cattle, Camel, Sheep, Goat or Swine	[Trespass on Roads (Damage)]	9
I		
Impound Release of Abandoned Vehicle	[Community Safety]	3
Internal Review Declaration of a Regulated Dog (Dangerous, Menacing, Restricted)	[Dangerous Dog]	6
L		
Livestock (this will include impound fee, transport and feeding costs)	[Other Animals Impounding Release Fees]	7
M		
Menacing Dog (Declared Regulated Dog per the Animal Management (Cats & Dogs) Act 2008)	[Dog Registration]	5
Micro Chipping Fee (Dogs & Cats)	[Dog and Cat Impounding Release Fee]	6
N		
Non-Designated Town Area – Desexed Dog (kept outside of the town designated area)	[Dog Registration]	4

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Fee Name Parent

N [continued]

Non-Designated Town Area – Entire Dog (not desexed and is kept outside of the town designated area) [Dog Registration]

P

Pensioner – Desexed Dog (kept in the town designated area) [Dog Registration]
 Pensioner – Desexed Dog (Vet Certificate required) – (April) [Pro Rata Dog Registration]
 Pensioner – Desexed Dog (Vet Certificate required) – (February) [Pro Rata Dog Registration]
 Pensioner – Desexed Dog (Vet Certificate required) – (January) [Pro Rata Dog Registration]
 Pensioner – Desexed Dog (Vet Certificate required) – (June) [Pro Rata Dog Registration]
 Pensioner – Desexed Dog (Vet Certificate required) – (March) [Pro Rata Dog Registration]
 Pensioner – Desexed Dog (Vet Certificate required) – (May) [Pro Rata Dog Registration]
 Pensioner – Entire Dog – (April) [Pro Rata Dog Registration]
 Pensioner – Entire Dog – (February) [Pro Rata Dog Registration]
 Pensioner – Entire Dog – (January) [Pro Rata Dog Registration]
 Pensioner – Entire Dog – (June) [Pro Rata Dog Registration]
 Pensioner – Entire Dog – (March) [Pro Rata Dog Registration]
 Pensioner – Entire Dog – (May) [Pro Rata Dog Registration]
 Pensioner – Entire Dog (not desexed and is kept in the town designated area) [Dog Registration]
 Pensioner Desexed Cat [Cat Registration]
 Pensioner Entire Cat (non desexed) [Cat Registration]
 Pensioner Non-Designated Town Area – Desexed Dog (kept outside of the town designated area) [Dog Registration]
 Pensioner Non-Designated Town Area – Entire Dog (not desexed and kept outside of the town designated area) [Dog Registration]

R

Registered Dog or Cat – 1st Offence in registration period (micro chipped) – Released after 1st day of Impound [Dog and Cat Impounding Release Fee]
 Registered Dog or Cat – 1st Offence in Registration Period (micro chipped) – Released on 1st day of Impound [Dog and Cat Impounding Release Fee]
 Registered Dog or Cat – 1st Offence in registration period (not micro chipped) – Released on 1st day of Impound [Dog and Cat Impounding Release Fee]
 Registered Dog or Cat – 1st Offence in registration period (not micro chipped) Released after 1 day of Impound [Dog and Cat Impounding Release Fee]
 Registered Dog or Cat – 2nd Offence (within 12 months) [Dog and Cat Impounding Release Fee]
 Registered Dog or Cat – 3rd Offence (within 12 months) [Dog and Cat Impounding Release Fee]
 Regulated Dog Signage (Menancing & Dangerous Dogs) [Dangerous Dog]
 Renewal – Keeping More Than Two Dogs On An Urban Allotment [Excess Animal Application]
 Replacement Tag [Dog Registration]

Fee Name	Parent	Page
S		
Sustenance Rate (Dogs & Cats)	[Dog and Cat Impounding Release Fee]	7
U		
Unregistered Dog or Cat – 1st Offence (Plus Registration & Micro Chipping Fee)	[Dog and Cat Impounding Release Fee]	6
W		
Working Dog – Special Conditions Apply	[Dog Registration]	5
CARRIED		8/1

Mayor Golder 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. Flynn	
Cr. McMullen	
Cr. Newman	
Cr. O'Neil	
Cr. Scheffe	
Cr. Stanford	

Responsible Officer	Manager - Community Services
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Item Number: C.3 **File Number:** D19/19662

SUBJECT HEADING: LEARN TO SWIM POOL - DENISE SPENCER MEMORIAL POOL ROMA

Officer's Title: Administration Officer - Council Buildings & Structures

Executive Summary:

The heaters that warm the water in the above ground learn to swim pool at the Denise Spencer Memorial Pool in Roma require replacement and it is timely to review the asset.

Resolution No. GM/03.2019/80

Moved Cr Chambers

Seconded Cr Newman

That Council:

- Decommission and remove the existing above ground learn to swim pool at the Denise Spencer Memorial Pool in Roma.**
- Note that a review is currently underway in regard to the complete Denise Spenser Memorial Pool Facility in Roma.**

CARRIED

8/1

Mayor Golder 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. Flynn	
Cr. McMullen	
Cr. Newman	
Cr. O'Neil	
Cr. Scheffe	
Cr. Stanford	

Responsible Officer

Administration Officer - Council Buildings & Structures

Mayor Golder, having previously foreshadowed a possible 'Conflict of Interest' in the following item, for reasons stated under Section 'COUNCILLOR DECLARATIONS OF CONFLICTS OF INTEREST,' left the Chamber at 11.13am, taking no part in discussions and debate on the matter.

The Deputy Mayor took the role of 'Acting Chair' in the Mayor's absence.

Item Number:

C.4

File Number: D19/19723

SUBJECT HEADING:

CLAIM FOR DAMAGES - INCIDENT MCDOWALL STREET, ROMA - 6 FEBRUARY 2019

Officer's Title:

Administration Officer - Land Administration

Executive Summary:

Council received a claim for damages relating to an incident that occurred when a vehicle was travelling along McDowall Street, Roma on 6 February 2019.

Resolution No. GM/03.2019/81

Moved Cr Newman

Seconded Cr McMullen

That Council:

1. Reimburse the claimant \$509.34 being the cost to remedy the vehicle and tyre damage.
2. Investigate the cause, including maintenance and installation procedures of the traffic monitoring devices to minimise the risk of repeat incidents.

CARRIED

8/0

Responsible Officer

Deputy Director Infrastructure
 Services/Strategic Road Management
 Administration Officer - Land Administration

Due to the Mayor having previously foreshadowed a possible 'Conflict of Interest' in Item C.6 – Claim for Damages – Incident McDowall Street, Roma, Council sought to change the Order of Business to allow for Item C.6 to be considered immediately following Item C.4, while the Mayor was not present.

Resolution No. GM/03.2019/82

Moved Cr O'Neil

Seconded Cr Newman

That Council change the Order of Business to allow for Item C.6 to be the next item of business to be considered.

CARRIED

8/0

Item Number:

C.6

File Number: D19/20549

SUBJECT HEADING:

CLAIM FOR DAMAGES - INCIDENT MCDOWALL STREET, ROMA

Officer's Title:

Land Administration Officer

Executive Summary:

Council received a claim for damages relating to an incident that occurred when a vehicle was travelling on McDowall Street, Roma.

Resolution No. GM/03.2019/83

Moved Cr O'Neil

Seconded Cr McMullen

That Council:

- **Reimburse the claimant \$202;**
- **Investigate the cause, including maintenance and installation procedures of the traffic monitoring devices to minimise the risk of repeat incidents.**

CARRIED

8/0

Responsible Officer

**Deputy Director Infrastructure
Services/Strategic Road Management**

Administration Officer - Land Administration

At cessation of discussion and debate in relation to Items C.4 and C.6, Mayor Golder entered the Chamber at 11.17am and assumed the Chair.

Cr. Schefe, having previously foreshadowed a 'Material Personal Interest' in the following item, for reasons stated under Section 'COUNCILLOR DECLARATIONS OF CONFLICTS OF INTEREST,' left the Chamber at 11.17am, taking no part in discussions and debate on the matter.

Item Number: C.5 File Number: D19/19874

SUBJECT HEADING: AGREEMENT FOR LICENCE TO USE FACILITIES
MITCHELL WORKSHOP

Officer's Title: Operations Manager - Plant, Fleet & Workshops

Executive Summary:

The purpose of this report was to renew a long standing Agreement for Licence to use Facilities between Council and the Department of Transport and Main Roads for the use of Council's Mitchell workshop facility for the period 1 April 2019 to 31 March 2020.

Resolution No. GM/03.2019/84

Moved Cr O'Neil

Seconded Cr Stanford

That Council:

1. Authorise the Chief Executive Officer to sign the Agreement for Licence to use Facilities between Department of Transport and Main Roads (TMR) and Maranoa Regional Council for the use of the Mitchell workshop facilities from 1 April 2019 to 31 March 2020.
2. Set the fee at \$124.85 (including GST) per day.
3. Note that revenue generated from this agreement will be assigned to GL1551.1135.1015.

CARRIED

8/0

Responsible Officer

Operations Manager - Plant, Fleet & Workshops

At cessation of discussion and debate on the abovementioned item, Cr. Scheffe returned to the Chamber at 11.18am.

Item Number: C.7 File Number: D19/20648

SUBJECT HEADING: ROMA SALEYARDS FEES AND CHARGES - 2019/20

Officer's Title: Manager - Saleyards

Executive Summary:

This report was presented to Council to consider the proposed fees and charges for the Roma Saleyards for the 2019/20 financial year.

Resolution No. GM/03.2019/85

Moved Cr Flynn

Seconded Cr McMullen

That Council:

1. Approve the 2019/20 Roma Saleyards Fees and Charges outlined in the report, noting:

- a) that for the selling fee for calves, the description of a calf has changed from if sold for less than \$100.00 to if sold for less than \$150.00;
- b) the introduction of a separate passed in fee for calves;
- c) the fees for the replacement of non-read devices will be reviewed and set at a later date; and
- d) all other Roma Saleyards fees and charges for 2019/20 will remain unchanged from the adopted 2018/19 schedule.

Roma Saleyards Fees and Charges 2019/20

	2018/19 Excluding GST	2018/19 Including GST	2019/20 Excluding GST	2019/20 Including GST	
Yard dues and service charges					
Liveweight Store, Fat and EU Sales - Cattle (including calves)	\$ 10.55	\$ 11.60	\$ 10.55	\$ 11.60	per head
Open Auction Store, Fat and EU Sales - Cattle (including calves)	\$ 10.55	\$ 11.60	\$ 10.55	\$ 11.60	per head
Open Auction Store, Fat and EU Sales - Cow and Calves sold as a unit	\$ 9.45	\$ 10.40	\$ 9.45	\$ 10.40	per head
Open Auction Store, Fat and EU Sales - Calves (sold for \$150 or less)	\$ 1.15	\$ 1.27	\$ 1.15	\$ 1.27	per head
Open Auction Store, Fat and EU Sales - Calves - Passed In Fee	\$ -	\$ -	\$ 1.15	\$ 1.27	per head
Open Auction Store, Fat and EU Sales - Passed in levy	\$ 10.55	\$ 11.60	\$ 10.55	\$ 11.60	per head
Bull / Special Stud / Dispersal Sales - Cattle	\$ 5.91	\$ 6.50	\$ 5.91	\$ 6.50	per head plus 1% of gross sales
Bull / Special Stud / Dispersal Sales - Cows and Calves Sold as a Unit	\$ 5.91	\$ 6.50	\$ 5.91	\$ 6.50	per head plus 1% of gross sales
Bull / Special Stud / Dispersal Sales - Passed In Fee	\$ 17.45	\$ 19.20	\$ 17.45	\$ 19.20	per head
Private weighing - Cattle (during operating hours 6am till 2pm)	\$ 2.91	\$ 3.20	\$ 2.91	\$ 3.20	per head
Private weighing and scanning - Cattle (during operating hours 6am till 2pm Monday - Friday)	\$ 3.35	\$ 3.69	\$ 3.35	\$ 3.69	per head

	2018/19 Excluding GST	2018/19 Including GST	2019/20 Excluding GST	2019/20 Including GST	
Minimum Charge for After Hours Weighing (outside operating hours i.e. after 2pm Monday – Friday, or weekends and public holidays)	\$ 112.00	\$ 123.20	\$ 112.00	\$ 123.20	minimum
Private weighing - Cattle (outside operating hours i.e. after 2pm Monday – Fridays, or weekends and public holidays)	\$ 4.73	\$ 5.20	\$ 4.73	\$ 5.20	per head
Private weighing and scanning - Cattle (outside operating hours i.e. after 2pm Monday to Friday, or weekends and public holidays)	\$ 5.18	\$ 5.70	\$ 5.18	\$ 5.70	per head
Spelling - Minimum Charge	\$ 19.91	\$ 21.90	\$ 19.91	\$ 21.90	per day
Spelling - Cattle (applicable to all users)	\$ 3.00	\$ 3.30	\$ 3.00	\$ 3.30	per head per day or part thereof.
Spelling - Calves	\$ 0.55	\$ 0.60	\$ 0.55	\$ 0.60	per head per day or part thereof.
Spelling - Horses	\$ 3.00	\$ 3.30	\$ 3.00	\$ 3.30	per head per day or part thereof.

	2018/19 Excluding GST	2018/19 Including GST	2019/20 Excluding GST	2019/20 Including GST	
Service charges					
NLIS Retagging Fee - Bulls	\$ 66.14	\$ 72.75	\$ 66.14	\$ 72.75	per head
NLIS Retagging Fee - Cattle	\$ 34.68	\$ 38.15	-	\$ 38.15	per head
NLIS Device Replacement Fee (Non- Reader)	\$ 4.09	\$ 4.50	To be Reviewed at a Later Date	To be Reviewed at a Later Date	per head
Lost Lifetime Traceability Beast Identification	\$ 1.82	\$ 2.00	\$ 1.82	\$ 2.00	per head

	2018/19 Excluding GST	2018/19 Including GST	2019/20 Excluding GST	2019/20 Including GST	
Transfer of NLIS Devices on Database - Bull / Special Stud / Dispersal Sales	\$ 0.55	\$ 0.60	\$ 0.55	\$ 0.60	per head
Spelling - Unloading Fee	\$ 12.73	\$ 14.00	\$ 12.73	\$ 14.00	per deck
Spelling - Loading Fee	\$ 12.73	\$ 14.00	\$ 12.73	\$ 14.00	per deck
Private Weighing - Staff Labour (if no representative to handle and move cattle) after 2pm and Monday to Friday, or weekends and public holidays – Minimum 3 hours	\$ 136.36	\$ 150.00	\$ 136.36	\$ 150.00	per hour
Private Weighing - Staff Labour (if no representative to handle and move cattle) during operating hours 6am till 2pm weekdays	\$ 90.91	\$ 100.00	\$ 90.91	\$ 100.00	per hour
Private Weighing and/or Scanning - Unloading Fee	\$ 12.73	\$ 14.00	\$ 12.73	\$ 14.00	per deck
Private Weighing and/or Scanning - Loading Fee	\$ 12.73	\$ 14.00	\$ 12.73	\$ 14.00	per deck
Dead Beast Disposal	\$ 90.00	\$ 99.00	\$ 90.00	\$ 99.00	per head
Provision of Check Off Staff (Council employees) - Bull / Special Stud / Dispersal Sales	\$ 66.18	\$ 72.80	\$ 66.18	\$ 72.80	per hour
Provision of Check Off Staff weekends (Council employees) - Bull / Special Stud / Dispersal Sales - Minimum of three hours	\$ 140.91	\$ 155.00	\$ 140.91	\$ 155.00	per hour
NLIS Rescanning Fee (for redrafted cattle after being scanned)	\$ 2.04	\$ 2.24	\$ 2.04	\$ 2.24	per head
Bull / Special Stud / Dispersal Sales - Booking fee (includes hire of PA System) (Agent/s conducting sale)	\$ 213.64	\$ 235.00	\$ 213.64	\$ 235.00	per sale
Load In/Out Check Counts (video replay)	\$ 45.45	\$ 50.00	\$ 45.45	\$ 50.00	per replay
Portable Scanner Hire Fee	\$ 127.27	\$ 140.00	\$ 127.27	\$ 140.00	per day
Auctioneer / Agents' Annual Use Fee (permit holder)	\$ 4,077.27	\$ 4,485.00	\$ 4,077.27	\$ 4,485.00	per annum
Auctioneer / Agents Operating Fee (permit holder)	\$ 1.53	\$ 1.68	\$ 1.53	\$ 1.68	per head
Office Rent	\$ 66.55	\$ 73.20	\$ 66.55	\$ 73.20	Per week
Rent for Demountable Building (Contractors)	\$ 136.36	\$ 150.00	\$ 136.36	\$ 150.00	Per week

	2018/19 Excluding GST	2018/19 Including GST	2019/20 Excluding GST	2019/20 Including GST	
Roma Saleyards - Advertising Space					
Advertising Space - 600 High x 600 Wide	\$ 545.45	\$ 600.00	\$ 545.45	\$ 600.00	Per annum
Advertising Space - 900 High x 1200 Wide	\$ 1,090.91	\$ 1,200.00	\$ 1,090.91	\$ 1,200.00	Per annum
Advertising Space - 900 High x 2400 Wide	\$ 1,090.91	\$ 1,200.00	\$ 1,090.91	\$ 1,200.00	Per annum
Advertising Space - 3000 High x 6000 Wide (One Space - Community Organisation Only)	\$ 1,000.00	\$ 1,100.00	\$ 1,000.00	\$ 1,100.00	Per annum
Advertising Space - 900 High x 2400 Wide - 4 Roma Selling Agents Per Sign	No Charge	No Charge	No Charge	No Charge	Per annum

CARRIED

9/0

Responsible Officer

Manager - Saleyards

Item Number:

C.8

File Number: D19/20665

SUBJECT HEADING:

**ROMA SALEYARDS TRUCKWASH AND SEEDWASH
FACILITY FEES & CHARGES - 2019/20**

Officer's Title:

Manager - Saleyards

Executive Summary:

This report was presented to Council to consider the proposed fees and charges for Roma Saleyards Truckwash and Seedwash Facility for the 2019/20 financial year.

Resolution No. GM/03.2019/86

Moved Cr McMullen

Seconded Cr Flynn

That Council:

1. Approve the Avdata Access Key charge at \$50.30 (GST not applicable).
2. Approve the Truckwash usage charge at \$1.09 excluding GST per minute.
3. Approve the Seedwash usage charge at 95 cents excluding GST per minute.

Roma Saleyards Truckwash and Seedwash Facility Fees & Charges 2019/20

	2018/19 Excluding GST	2018/19 Including GST	2019/20 Excluding GST	2019/20 Including GST	
Truckwash Facility - Roma Saleyards - (Ratepayers and Other Users)	\$ 1.05	\$ 1.15	\$ 1.09	\$ 1.20	Per minute
Weed and Seed Washdown Facility - Roma Saleyards - (Ratepayers and Other Users)	\$ 0.91	\$ 1.00	\$ 0.95	\$ 1.05	Per minute
Washdown Facility - Roma Saleyards - Avdata Access Key	\$ 44.82	\$ 49.30	\$ 45.73	\$ 50.30	Per key

CARRIED

9/0

Responsible Officer

Manager - Saleyards

Item Number: C.9 **File Number:** D19/20780

SUBJECT HEADING: REQUEST HARDSHIP APPLICATION - ASSESSMENT
11002300 & 11006616

Officer's Title: Rates and Utilities Billing Officer

Executive Summary:

Correspondence was received from the ratepayer's authorised person requesting an extension of time for payment of rates and a waiver of the debt recovery legal costs.

Resolution No. GM/03.2019/87

Moved Cr Newman

Seconded Cr Chandler

That Council:

1. Grant the extension of time for 6 months to allow time for the properties to sell.
2. At the completion of the 6 month period, review the applicant's request.
3. Advise the applicant to keep in contact with Council on a regular basis regarding the sale progress of the properties.
4. Not waive the debt recovery legal costs.

CARRIED

9/0

Responsible Officer

Rates and Utilities Billing Officer

Item Number: C.10 **File Number:** D19/21095

SUBJECT HEADING: LEASE - MARANOA CRECHE AND KINDERGARTEN
ASSOCIATION

Officer's Title: Facility Lease Management & Housing Officer/Team
Coordinator

Executive Summary:

Council has a current lease with the Crèche and Kindergarten Association Limited in respect to Lot 13 on 8613 being the C & K Maranoa Kindergarten.

The Crèche and Kindergarten Association Limited has advised Council that they intend to exercise their second option to renew under the Lease.

Council was asked to consider the matter.

Resolution No. GM/03.2019/88

Moved Cr Chambers

Seconded Cr Chandler

That Council:

1. Acknowledge that Maranoa Crèche and Kindergarten Association Limited is exercising the second option in their lease over Lot 13 on 8613 being C & K Maranoa Kindergarten.

2. Authorise the Chief Executive Officer sign the Form 13 Amendment.

CARRIED

9/0

Responsible Officer

**Facility Lease Management & Housing
Officer/Team Coordinator**

Item Number:

C.11

File Number: D19/20504

SUBJECT HEADING:

PERSONAL INJURIES CLAIM

Officer's Title:

Land Administration Officer

Executive Summary:

A personal injuries claim has been received in relation to alleged injuries sustained in McDowall Street Roma. This claim was previously considered by Council at its 13 February 2019 meeting, at which time Councillors requested further supporting information from the claimant.

Moved Cr McMullen

Seconded (Not obtained)

That Council:

- 1. Compensate the personal injuries claim to value of \$5,000 made on behalf of the claimant by Hede Byrne & Hall Lawyers.**
- 2. That funds be drawn from (to be confirmed).**

NO VOTE TAKEN

A 'Seconder' for the draft motion was not obtained at that time, and therefore no vote was taken on the draft motion. Cr. McMullen subsequently put forward a procedural motion as recorded below:

Resolution No. GM/03.2019/89

Moved Cr McMullen

That the matter lay on the table for further consideration at a later point during the meeting to allow further investigation of potential funding arrangements, in the event that the draft motion is approved by Council.

CARRIED

8/1

Item Number:

C.12

File Number: D19/21769

SUBJECT HEADING:

**TABLING FURTHER CORRESPONDENCE IN RELATION
TO STAGE 1 - ROMA FLOOD MITIGATION**

Officer's Title:

Chief Executive Officer

Executive Summary:

The report tabled correspondence from a landowner in relation to Stage 1.

Resolution No. GM/03.2019/90
Moved Cr Chambers

That the matter lay on the table for further consideration as part of the 'Confidential Items – (Discussed in closed session)' segment of the agenda.

CARRIED

9/0

Item Number:
C.13
File Number: D19/21771
SUBJECT HEADING:
REQUEST FOR FINANCIAL ASSISTANCE FROM ROMA RSL
Officer's Title:
Regional Grants & Council Events Development Coordinator
Executive Summary:

Council received a request from the Roma RSL Sub-branch for financial assistance for the 2019 Anzac Day service.

Resolution No. GM/03.2019/91
Moved Cr Golder
Seconded Cr McMullen
That Council:

1. Accept the quotation for hire and set up of a sound system through local professional group The Shot Foxes at a cost of \$880 (Inc. GST), for Anzac Day 2019 in Roma.
2. Provide \$500 towards the cost of the lunch as in previous years, with the requirement that Council's contribution is acknowledged.
3. Draw the required funds from GL 2888.2252.2001 (Anzac Day Budget).

CARRIED

8/1

Mayor Golder 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. Newman
Cr. Chandler	
Cr. Flynn	
Cr. Golder	
Cr. McMullen	
Cr. O'Neil	
Cr. Schefe	
Cr. Stanford	

Responsible Officer
Regional Grants & Council Events Development Coordinator

Item Number: C.14

File Number: D19/20933

SUBJECT HEADING: DESTINATION BRAND AND TOURISM MARKETING STRATEGY

Officer's Title: Regional Tourism Development Coordinator

Executive Summary:

Council has a budget allocation in the 2018/19 financial year for the Destination Brand and Tourism Marketing Strategy and Tourism Brochure. Three quotes have been received to undertake the project. Only one supplier proposes to meet all the deliverables within budget and has extensive tourism, marketing and destination brand experience.

Resolution No. GM/03.2019/92

Moved Cr Chandler

Seconded Cr Scheffe

That Council:

1. Proceed with the Destination Brand and Tourism Marketing Strategy and authorise the Chief Executive Officer to enter into a formal agreement, once satisfied with the terms of the final proposal, with Outback Queensland (OQ) Assist, a wholly owned subsidiary of Outback Queensland Tourism Association, to deliver the project.
2. Fund the associated costs through a transfer of funds to a combined Work Order drawn from:
 - WO 19821 Destination Brand and Tourism Marketing Strategy
 - \$20,000 and WO 19818 Tourism Brochure \$30,000.

CARRIED

9/0

Responsible Officer

Regional Tourism Development Coordinator

Item Number: C.15

File Number: D19/22138

SUBJECT HEADING: REQUEST TO STABLE HORSE - WARROO SPORTING COMPLEX

Officer's Title: Facility Lease Management & Housing Officer/Team Coordinator

Executive Summary:

Council received a request to stable a stallion at the Warroo Sporting Complex until a suitable area can be found around Surat.

Resolution No. GM/03.2019/93

Moved Cr Chandler

Seconded Cr Scheffe

That Council:

1. Decline the request to use the Warroo Sporting Complex described as Lot 85 on EG141 to house a stallion, as the request is outside the reserve's and facility's intended purpose.
2. Develop a policy relating to the stabling of livestock at Council managed facilities e.g. showgrounds, racecourses, rodeo and campdraft facilities by individuals outside of events.

CARRIED

8/1

Mayor Golder 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. Flynn	
Cr. McMullen	
Cr. Newman	
Cr. O'Neil	
Cr. Schefe	
Cr. Stanford	

Responsible Officer	Facility Lease Management & Housing Officer/Team Coordinator
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Item Number:

C.16

File Number: D19/22206

SUBJECT HEADING:

REQUEST FOR FEE WAIVER AT BASSETT PARK

Officer's Title:

Regional Grants & Council Events Development Coordinator

Executive Summary:

Council received a request from a community member who is organising a fund-raiser for the families affected by flooding in North West Queensland. The event is to be held at Bassett Park (in the carpark area) and it was requested that the fees be waived.

Resolution No. GM/03.2019/94

Moved Cr McMullen

Seconded Cr Stanford

That Council:

1. Waive the fees associated with the hire of Bassett Park carpark (\$136) and associated electricity costs for the fund-raising event to be held on 25 May 2019 to raise money for families affected by flooding in North West Queensland.
2. Allocate the costs associated with the hire of Bassett Park and electricity to the Inkind Assistance (Minor) budget GL 2887.2248.2001.
3. Acknowledge the request for the parent van, animal accommodation for petting zoo (2-3 bays in stables), use of bins, tables and chairs and the stage to be provided without cost.
4. Be actively acknowledged as a sponsor of the event.
5. Request a post event report confirming the amount of money raised for the cause.

CARRIED

9/0

Responsible Officer	Regional Grants & Council Events Development Coordinator
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Item Number: C.17 File Number: D19/21829

SUBJECT HEADING: CAPITAL UPGRADE REQUEST – FOOTPATH
CONSTRUCTION – HAWTHORNE STREET

Officer's Title: Assets Officer - Transport Network

Executive Summary:

Council received a request from the owner of Lot 2 on RP3123 to upgrade a section of paved footpath in Hawthorne Street, Roma to full width. The owner has indicated a willingness to enter into a cost sharing arrangement with Council to have the works completed.

Resolution No. GM/03.2019/95

Moved Cr Schefe

Seconded Cr Golder

That Council:

1. Note the request received and agree to enter into a 50% co-contribution footpath arrangement with the owner of Lot 2 on RP3123.
2. Authorise the Chief Executive Officer to sign the required documentation to enter into such agreement with the owner of Lot 2 on RP3123.
3. Upon execution of the co-contribution footpath arrangement include the project onto Council's Capital Works Program for management and delivery by Council.
4. Fund the 50% Council's contribution from Council's Upgrade of Footpaths: 50% Contribution Initiative.

CARRIED

9/0

Responsible Officer

Assets Officer - Transport Network

Item Number: C.18 File Number: D19/22322

SUBJECT HEADING: TENDER 19017 - BITUMEN RESEAL PROGRAM 2018/19

Officer's Title: Manager - Procurement & Plant

Executive Summary:

Council invited suitably qualified and experienced contractors to submit a schedule of rates pricing and supporting documentation for the delivery of Council's annual bitumen resealing program. The tender period opened on 20 February 2019 with a closing date of 15 March 2019.

Responses were evaluated by a panel and the report was submitted for Council's consideration.

Resolution No. GM/03.2019/96

Moved Cr Chandler

Seconded Cr Newman

That Council:

1. Select RPQ Spray Seal Pty Ltd as the recommended tenderer for Tender 19017 – Bitumen Reseal Program 2018/19.
2. Authorise the Chief Executive Officer (or delegate) to enter into final negotiations with RPQ Spray Seal Pty Ltd, noting the tendered value of \$1,853,542.57 inclusive of GST and execute the contract if the final terms are acceptable.

3. Assign the expenditure to the 2018/19 budget allocation for the Rural Road and Urban Street Annual Bitumen Reseal Program.

CARRIED

9/0

Responsible Officer

**Manager - Procurement & Plant
Deputy Director Infrastructure
Services/Strategic Road Management**

Item Number:

C.19

File Number: D19/22515

SUBJECT HEADING:

**TENDER 19010 - DESIGN & CONSTRUCTION OF
INTERPRETIVE CENTRE AT ROMA SALEYARDS**

Officer's Title:

Manager - Procurement & Plant

Executive Summary:

At Council's meeting on 13 February 2019, Arterial Design Pty Ltd was selected as the preferred tenderer for Tender 19010 – Design & Construction of Interpretive Centre at Roma Saleyards.

Council subsequently entered into final negotiations with the preferred tenderer. The revised contract value was tabled for Council's consideration.

Resolution No. GM/03.2019/97

Moved Cr Flynn

Seconded Cr Newman

That Council note the revised contract value for Tender 19010 – Design & Construction of Interpretive Centre at Roma Saleyards as \$840,000 inclusive of GST.

CARRIED

7/2

Cr. Golder 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. Newman	
Cr. O'Neil	
Cr. Scheffe	
Cr. Stanford	

Responsible Officer

**Manager - Procurement & Plant
Deputy Director Infrastructure
Services/Strategic Road Management**

Item Number: C.20 File Number: D19/22399

SUBJECT HEADING: TENDER 19014 - NATIONAL LIVESTOCK IDENTIFICATION SYSTEM (NLIS) COMPLIANCE SCANNING AND DATA COLLECTION

Officer's Title: Procurement Officer – CMO / System Admin (Contract Register)

Executive Summary:

Council invited suitably qualified and experienced businesses to submit tenders for the provision of National Livestock Identification System (NLIS) Compliance Scanning and Data Collection services at the Roma Saleyards. The Tender opened on 1 February 2019 with a closing date of 25 February 2019.

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

Resolution No. GM/03.2019/98

Moved Cr Flynn

Seconded Cr Newman

That:

1. Council select AAM Operations Pty Ltd as the preferred tenderer for Tender 19014 – NLIS Compliance Scanning and Data Collection.
2. Council authorise the Chief Executive Officer (or delegate) to enter into final negotiations with AAM Operations Pty Ltd, and execute the service agreement if the final terms are acceptable.
3. The arrangement remain current until the end of March 2021, with the option to extend for an additional two year term with the written consent of both parties.

CARRIED

9/0

Responsible Officer

Procurement Officer – CMO / System Admin (Contract Register)

Item Number: C.11 File Number: D19/20504

SUBJECT HEADING: PERSONAL INJURIES CLAIM

Officer's Title: Land Administration Officer

Executive Summary:

A personal injuries claim had been received in relation to alleged injuries sustained in McDowall Street Roma. This claim was previously considered by Council at its 13 February 2019 meeting, at which time Councillors requested further supporting information from the claimant.

This matter had been laid on the table earlier during the meeting. Council resumed its deliberations.

Resolution No. GM/03.2019/99

Moved Cr McMullen

Seconded Cr Stanford

That Council:

1. **Compensate the personal injuries claim to value of \$5,000 made on behalf of the claimant by Hede Byrne & Hall Lawyers.**
2. **Draw the funds from a newly created General Ledger within the Facilities budget (to accurately reflect claims for compensation), with funds of \$5,000 transferred from GL 2334.2002 – Footpaths – Maintenance O & M Roma to the new General Ledger.**

CARRIED

5/4

Mayor Golder called for a division of the vote.

The outcomes were recorded as follows:

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

Responsible Officer

Land Administration Officer

COUNCIL ADJOURNED THE MEETING
FOR A BRIEF RECESS AT 11.58AM

SUBJECT HEADING: RESUMPTION OF STANDING ORDERS
COUNCIL RESUMED THE MEETING AT 12.25PM

COUNCIL ADJOURNED THE MEETING
FOR LUNCH 12.28PM

SUBJECT HEADING: RESUMPTION OF STANDING ORDERS
COUNCIL RESUMED THE MEETING AT 1.07PM

LATE ITEMS

Item Number:

L.1

File Number: D19/23461

SUBJECT HEADING:

**MASTERPLAN FOR MITCHELL PARK AND EXTENSION
OF TIME FOR RESPONSE TO QUEENSLAND PIONEER
STEAM RAILWAY**

Officer's Title:

**Regional Grants & Council Events Development
Coordinator**

Executive Summary:

At its meeting on 27 February 2019, Council passed a resolution regarding timeframes and actions around the removal of the train from the Mitchell Park. This report provided a further update to aspects of that resolution – the development of a masterplan, and an extension of time for response to Queensland Pioneer Steam Railway.

Resolution No. GM/03.2019/100

Moved Cr Chambers

Seconded Cr Newman

That Council:

1. Extend the timeframe to provide a response to the Queensland Pioneer Steam Railway (QPSR) regarding replacement options for the Mitchell locomotive from 30 April until after the Council meeting on 8 May 2019.
2. Allocate \$5,000 (comprised of \$2,500 from the Mitchell General Operations and Roma General Operations budgets respectively – Work Orders 14827 and 14825) towards the development of a masterplan for the Mitchell Memorial Park.

CARRIED

9/0

Responsible Officer

**Regional Grants & Council Events
Development Coordinator**

Item Number:

L.2

File Number: D19/23612

SUBJECT HEADING:

**SUBMISSIONS TO QUEENSLAND RESOURCE
COUNCIL'S MAROON FUND**

Officer's Title:

**Regional Grants & Council Events Development
Coordinator**

Executive Summary:

Queensland Resource Council is urging community groups and local councils to submit projects or programs which could be funded under a proposed Maroon Fund. It was recommended that Council submit a list of priority projects, including critical infrastructure (water and sewerage).

Resolution No. GM/03.2019/101

Moved Cr O'Neil

Seconded Cr Newman

That Council:

1. Submit a list of priority projects, including critical infrastructure (water and sewerage), for consideration under the Queensland Resource Council's proposed Maroon Fund, as follows:

Priority	Project Title	Estimated Project Cost \$
1	Sewer relining in Injune, Surat and Roma	1,000,000
2	Delivery main Bore 19 to Miscamble Street Reservoir	300,000
3	Firefighting capacity upgrades	675,000
4	Bore at Surat	1,200,000
5	Cobb & Co Park in Yuleba, including installation of fire tower	2,980,000
6	Calico Cottage Precinct in Wallumbilla	2,900,000
7	Further stages at The Big Rig	To be confirmed

2. Note that this submission is similar to an Expression of Interest, and that there are no financial contributions required at this stage.
3. Authorise the Chief Executive Officer to approve the project summaries, which are then submitted online via the Regional Grants Coordinator.

CARRIED

9/0

Responsible Officer

**Regional Grants & Council Events
Development Coordinator**

CONFIDENTIAL ITEMS – (Discussed in Closed Session)

In accordance with the provisions of section 275 of the *Local Government Regulation 2012*, Council resolved to close the meeting to discuss items C.12 and LC.1 – LC.4, which it has deemed to be of a confidential nature and specifically pertaining to the following sections:

- (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/03.2019/102

Moved Cr O'Neil

Seconded Cr Newman

That Council close the meeting to the public at 1.05pm.

CARRIED

9/0

DECLARATION OF CONFLICTS OF INTEREST – LATE ITEMS

Cr. McMullen declared a 'Conflict of Interest' for the following Item:

- LC.2 – Consideration of Correspondence from Office of Independent Assessor and Correspondence from Councillor McMullen's Representative

due to the item relating to him personally, and for which he therefore had a Conflict of Interest.

Cr. McMullen left the Chamber at 1.08pm, taking no part in discussion on the matter.

At cessation of discussion in relation to the abovementioned item, Cr. McMullen returned to the Chamber at 1.36pm.

Cr. Stanford left the Chamber at 1.48pm, and returned at 1.57pm.

Cr. O'Neil left the Chamber at 1.50pm, and returned at 1.52pm.

Cr. Flynn left the Chamber at 1.59pm, and returned at 2.02pm.

Cr. Flynn, having previously foreshadowed a 'Conflict of Interest' in Item C.12 – Tabling of Further Correspondence in Relation to Stage 1 – Roma Flood Mitigation, for reasons stated under Section 'COUNCILLOR DECLARATIONS OF CONFLICTS OF INTEREST,' left the Chamber at 2.03pm, taking no part in discussions on the matter.

Mayor Golder, having previously foreshadowed a 'Material Personal Interest' in Item C.12 – Tabling of Further Correspondence in Relation to Stage 1 – Roma Flood Mitigation, for reasons stated under Section 'COUNCILLOR DECLARATIONS OF CONFLICTS OF INTEREST,' left the Chamber at 2.03pm, taking no part in discussions on the matter.

The Deputy Mayor took the role of 'Acting Chair' during the Mayor's absence.

Cr. O'Neil left the Chamber at 2.14pm, and returned at 2.18pm.

Resolution No. GM/03.2019/103

Moved Cr O'Neil

Seconded Cr Chandler

That Council open the meeting to the public at 2.18pm.

CARRIED

7/0

Mayor Golder and Cr. Flynn did not return to the Chamber at that time due to:

Cr. Flynn, having previously foreshadowed a 'Conflict of Interest' in Item C.12 – Tabling of Further Correspondence in Relation to Stage 1 – Roma Flood Mitigation, for reasons stated under Section 'COUNCILLOR DECLARATIONS OF CONFLICTS OF INTEREST,'

Mayor Golder, having previously foreshadowed a 'Material Personal Interest' in Item C.12 – Tabling of Further Correspondence in Relation to Stage 1 – Roma Flood Mitigation, for reasons stated under Section 'COUNCILLOR DECLARATIONS OF CONFLICTS OF INTEREST'

Item Number:

C.12

File Number: D19/21769

SUBJECT HEADING:

TABLING FURTHER CORRESPONDENCE IN RELATION TO STAGE 1 - ROMA FLOOD MITIGATION

Officer's Title:

Chief Executive Officer

Executive Summary:

Tabling correspondence from a landowner in relation to Stage 1.

This item had been referred to the 'Confidential Items (Discussed in closed session)' segment of the agenda earlier during the meeting.

Resolution No. GM/03.2019/104

Moved Cr Newman

Seconded Cr Schefe

That Council authorise the Chief Executive Officer to liaise with its legal representative to finalise the deed ensuring that it reflects Council's intent, which is broadly as follows:

- **Council is not engaging the builder or having any contractual obligation with the builder;**
- **the parties agree that the invoice paid to the landowner's builder is as compensation only and Council is not responsible or liable for any loss or damage suffered by the landowner as a result of the building works.**

CARRIED

7/0

Responsible Officer	Chief Executive Officer
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Cr. Chambers, Chandler and Newman left the Chamber at 2.21pm.

Cr. Chambers and Chandler returned to the Chamber at 2.24pm.

Cr. Newman returned to the Chamber at 2.25pm.

Mayor Golder and Cr. Flynn returned to the Chamber at 2.26pm, following discussion and debate on the abovementioned item.

Resolution No. GM/03.2019/105

Moved Cr Chambers

That Council suspend 'Standing Orders' in order for the Chief Executive Officer to provide further information on the refinements proposed for Item 5.1 – Revised Expenses Reimbursement Policy (Councillors).

CARRIED

9/0

Cr. Stanford left the Chamber at 3.04pm, and returned at 3.06pm.

Item Number:

5.1

File Number: D19/21765

SUBJECT HEADING:

**REVISED EXPENSES REIMBURSEMENT POLICY
(COUNCILLORS)**

Officer's Title:

**Lead Officer – Elected Members Support & Community
Engagement**

Executive Summary:

The report sought adoption of a revised Expenses Reimbursement Policy (Councillors), which has been updated to include Councillors' input from previous discussions.

This item had been laid on the table earlier during the meeting.

Moved Cr Chambers

Seconded Cr Newman

That Council adopt the revised Expenses Reimbursement Policy (Councillors)

NO VOTE TAKEN

No vote was taken on the draft motion, with Mayor Golder introducing discussion in regard to the potential arrangements for booking of flights for Councillors when undertaking their approved duties.

At this point, Cr. Flynn declared a 'Material Personal Interest' in the matter under discussion, due to him being the owner of a business that has a contract with a major air service provider at the Roma Airport. Cr. Flynn left the Chamber at 3.23pm, taking no part in discussion with regard to this element of discussions in this matter.

The Chief Executive Officer left the Chamber at 3.23pm.

Cr. McMullen left the Chamber at 3.25pm, and returned at 3.28pm.

Cr. Schefe left the Chamber at 3.28pm.

Cr. Stanford left the Chamber at 3.29pm, and returned at 3.33pm.

Cr. O'Neil left the Chamber at 3.32pm, and returned at 3.34pm.

Cr. Chambers left the Chamber at 3.35pm, and returned at 3.39pm.

The Chief Executive Officer returned to the Chamber at 3.39pm.

Cr. Schefe returned to the Chamber at 3.40pm.

Cr. Flynn did not return to the Chamber at this time, having recorded a 'Material Personal Interest' in the following item, due to discussion pertaining to flight bookings for Councillors when undertaking their approved duties.

Item Number:	5.1	File Number: D19/21765
SUBJECT HEADING:	REVISED EXPENSES REIMBURSEMENT POLICY (COUNCILLORS)	
Officer's Title:	Lead Officer – Elected Members Support & Community Engagement	

Executive Summary:

The report sought adoption of a revised Expenses Reimbursement Policy (Councillors), which had been updated to include Councillors' input from previous discussions.

No vote was taken on the initial draft motion put forward previously in regard to this matter. Mayor Golder put forward the following new draft motion for Council's consideration.

Resolution No. GM/03.2019/106

Moved Mayor Golder

Seconded Cr McMullen

That Council only use medium level residents' fares as the standard fare, not go to the expensive fare of full economy and not use the lowest level of residents' fares.

In order to second this motion Cr. McMullen requested that the Mayor use words to the effect of explore resident fares first, which the Mayor was happy to do.

That the policy be amended to incorporate the following change:

That Council in the first instance explore the availability of booking as a preference medium priced 'Resident Fares', and where possible avoid booking the lowest priced 'Resident Fares' or 'Full Economy' Fares for booking of flights for Councillors travelling for approved business of Council.

MOTION LOST

2/6

Responsible Officer	Lead Officer – Elected Members Support & Community Engagement
	Chief Executive Officer

At cessation of discussion and debate on the abovementioned motion that was lost, Cr. Flynn returned to the Chamber at 3.56pm.

Council again considered the original draft motion put forward, with the outcome recorded as follows:

Resolution No. GM/03.2019/107

Moved Cr Chambers

Seconded Cr Newman

That Council adopt the revised Expenses Reimbursement Policy (Councillors) as follows:

Purpose

The purpose of this policy is to:

- Provide authorisation for the payment of reasonable expenses incurred, or to be incurred, by Councillors, while carrying out their duties and responsibilities under the *Local Government Act 2009*.
- Ensure that Councillors are provided with the necessary facilities to carry out their Councillor duties.
- Provide accountability and transparency in the expenditure of public funds.

2. Scope

This policy applies to all Councillors of Maranoa Regional Council, and is made pursuant to Sections 249, 250 and 251 of the *Local Government Regulation 2012*.

3. Definitions

Councillors	Mayor, Deputy Mayor and all persons elected as a Councillor for the current term of Council (2016-2020).
Council Business	<p>Activities conducted on behalf of Council where a Councillor is required to undertake certain tasks to satisfy legislative requirements, participate in Council events, or achieve business objectives of the Council which will result in a benefit being achieved for the local government and the community. This includes:</p> <ul style="list-style-type: none"> • Attending or preparing for General or Special Meetings or Advisory Committees, workshops, deputations and inspections; • Advocacy to other tiers of government; • Council community engagement activities including advisory committees and town meetings; • Council civic and ceremonial events; • Professional development; • Meetings with a resident of the local government area about matters within the jurisdiction of local government; • Council initiated festivals; • Councillor Portfolio activities; • Council sponsored events as Council's representative/s; • Matters otherwise resolved by Council.

Council Civic and Ceremonial Events	<p>Events primarily for the residents of the region (where organised by Council), including:</p> <ul style="list-style-type: none"> • Anzac Day Ceremonies • Australia Day Ceremonies and/or Celebrations • Remembrance Day Ceremonies • Official Openings of Council Projects • Citizenship Ceremonies <p>The format of the event's proceedings may:</p> <ul style="list-style-type: none"> • Include dignitaries and other invited guests, including representatives of the Federal and State Government; • In whole or part be governed by the Federal or State Government.
Industry Events	<p>Events normally arranged by other entities, including conferences, seminars and forums, where attendance is for the benefit of attendees inside and outside the region and where individual Councillors are invited as Councillors.</p>
Community Initiated and Arranged Events	<p>Social events and community initiated activities where individual Councillors are invited as Councillors including but not limited to: school awards nights, dinners, sporting and recreational events, celebrations, fetes, shows and annual general meetings.</p>
Community Engagement	<p>A planned process of communication, participation and relationship building by encouraging the community, business, State and Federal Government, and other key stakeholders to provide input into Council's determination of priorities, decisions or policies or to advocate on issues of importance to Council. This includes participating in:</p> <ul style="list-style-type: none"> • Advisory Committees; • Councillor Out & About programs; • Town Meetings; • Representation on community committees as a Council representative; • Project specific engagement activities. <p>Refer also Council's Community Engagement Framework.</p>
Expenses	<p>Payments made by Council for Councillors' reasonable expenses incurred or to be incurred when discharging their duties as Councillors. These expenses may be either reimbursed or paid directly by Council.</p> <p>Expenses are not included in remuneration.</p>
Facilities (including Equipment & Support)	<p>Equipment, resources and administrative support that facilitate the performance of Councillor duties.</p>

Professional Development

All types of facilitated learning opportunities, both mandatory and discretionary.

Mandatory Professional Development:

Where Council resolves that all Councillors are to attend a specific course, conference, workshop or external meeting for skills development related to a Councillor's role. E.g. Councillor Induction, Legislative obligations, Code of Conduct and meeting procedures.

Discretionary Professional Development:

Discretionary Professional Development is considered to be Council approved training where Councillors choose to attend, and is identified as relevant to their role as a Councillor (other than mandatory training as outlined above).

4. Details

4.1 KEY PRINCIPLES

This policy has been written to reflect the following key principles outlined in the *Local Government Act 2009*:

- Transparent and effective processes, and decision-making in the public interest;
- Sustainable development and management of assets and infrastructure, and delivery of effective services;
- Democratic representation, social inclusion and meaningful community engagement;
- Good governance of, and by, local government;
- Ethical and legal behaviour of Councillors and local government employees.

4.2 EXPENSES

4.2.1 Payment of Expenses

Expenses will be paid to a Councillor through administrative processes approved by the Chief Executive Officer (CEO), and authorised by the CEO or delegate, subject to the limits outlined in this policy.

Payment of other expenses will either be arranged through the nominated officers, or where more convenient, made directly by Councillors using a Council issued credit card.

4.2.2 Council Business & Other Events

Where Councillors are attending to Council Business or other events defined in this policy, Council will pay for relevant expenses associated with that activity:

- Council Business
- Council Civic and Ceremonial Events
- Industry Events
- Community Initiated and Arranged Events

4.2.3 Professional Development

Council will reimburse expenses incurred for:

- Mandatory Professional Development; and
- Discretionary Professional Development.

Council will reimburse, or Council will pay for all, reasonable course, travel, accommodation and meals for attendance.

Councillors are encouraged to submit their registrations in sufficient time to take advantage of any 'early bird' discounts.

Councillors will provide a report on the outcomes of any professional development or conference attendance at a Council meeting.

4.2.4 Travel Costs

Councillors are entitled to be reimbursed, or Council will pay for all, reasonable travel costs when on Council Business.

In general, the most cost effective and most direct form of travel must be used. Economy class is to be used where possible, although Council may approve business class in certain circumstances. Airline tickets are not transferable and can only be procured for the Councillor's travel on Council business.

All fines incurred while travelling in either Council or privately owned vehicles when attending to Council Business, will be the responsibility of the Councillor incurring the fine. Toll fees will be reimbursed or paid for by Council.

Any transfer expenses associated with Councillors travelling for Council Business will be reimbursed or paid for by Council (e.g. trains, taxis, buses and ferry fares).

4.2.5 Accommodation

All Councillor accommodation for Council Business will generally be booked and paid for by Council through the normal administrative processes approved by the CEO.

Alternatively, a Councillor may use a Council issued credit card subject to limits or be reimbursed upon production of receipts – e.g. in instances where a credit card is required upon registration and the Councillor doesn't have a Council card with sufficient limit.

Council will generally pay for the most economical deal available for bookings outside of the region of a three or four star rating. For accommodation within the town of Roma, Council will make available two options:

- Shared unit facility; or
- Local accommodation service provider.

Where particular accommodation is recommended by conference organisers, Council will take advantage of the package deal that is the most economical and convenient to the event.

4.2.6 Meals and Beverages

Councillors are entitled to be provided with a meal including non-alcoholic beverages, or reimbursed for the cost of a meal and non-alcoholic beverages, when travelling or attending to Council Business upon presentation of an official tax invoice, provided:

- The Councillor incurs the cost personally;
- The meal was not provided as part of registration costs of an activity, or during a funded flight;

Expenses associated with alcohol or confectionary, including minibar, will be funded by the individual Councillor either through direct payment or reimbursement to Council.

Notwithstanding this clause, in instances where an elected member is hosting a dignitary/dignitaries at the invitation of Council, hospitality may include the purchase of alcoholic beverages by either direct payment by Council or reimbursement to the Councillor.

4.2.7 Councillor Community Engagement (Excluding Caretaker Period)

Councillors may incur expenses for the purpose of conducting community engagement activities relevant to their portfolio or other business of Council (e.g. signs, non-election related-flyers, Council annual reports and other Council published information broadly available for the community).

Each Councillor has an allocation for conducting community engagement activities of \$3,000 per annum (any unspent funds cannot be carried forward to the subsequent financial year).

4.2.8 Additional Expenses for Mayor Hospitality

The Mayor may have occasion to incur hospitality expenses to entertain dignitaries while conducting Council Business.

The maximum amount of hospitality expenses that may be reimbursed to the Mayor, or paid for by Council, in this regard is \$4,000 per annum. Notwithstanding clause 4.2.6, Mayor Hospitality pursuant to this clause may include the purchase of alcoholic beverages.

4.3 FACILITIES

Facilities provided for Councillors must be deemed necessary and required to assist Councillors in their official capacity. In accordance with legislative provisions, Council may only provide Councillors with the facilities listed below.

All facilities (equipment, resources, administrative support) provided to Councillors at all times must be used for Council Business in line with this policy.

In the case of equipment, it must be returned to Council when the Councillor's term expires, unless the Councillor wishes to purchase the low value item at the market value as advised by the relevant officer through the Chief Executive Officer.

4.3.1 Office Space, Access to Meeting Rooms and Office Equipment

Council provides an individual office for the Mayor, and access to meeting rooms for Councillors. In general, rooms provided for Councillor use will be located at Council owned or controlled premises such as regional offices, community centres or libraries.

While conducting Council business from a Council owned or controlled premises, Councillors will be provided access to or use of:

- Teleconferencing or video conference facilities (when physically available, and booked through the Elected Members Support & Community Engagement Officers);
- Photocopier/scanner, and paper shredding arranged through the Elected Members Support & Community Engagement Officers;
- Stationery, including letterhead and business cards arranged through the Elected Members Support & Community Engagement Officers;
- Council publications where available.

4.3.2 Diaries & Administrative Support for Diary Management - Appointments, Deputations, Meetings, Functions, Events

Scheduling of appointments, meetings and invitations will be coordinated through the Elected Members' Support and Community Engagement Officers. All invitations / requests, however received, will be recorded and managed via Microsoft Outlook, with invitation Subject Headings clearly identifying the RSVP due dates.

As soon as dates are known, the meeting, appointment or event will be recorded and invitations sent via Microsoft Outlook to all Councillors including the Mayor, or just to the Mayor where only the Mayor is invited.

To facilitate the scheduling of the diaries of all nine Councillors (including the Mayor's diary), Councillors including the Mayor are encouraged to blank out any specific times in their diaries where they are temporarily unavailable for Council business appointments to assist with the planning process.

Scheduling of appointments, meetings and functions/events will occur through 2 options.

Option 1 – Participation in Elected Member Diary Meetings – generally 9.00am - 9.45am on Workshop day preceding the Council meeting (i.e. once a fortnight)

On a Council workshop day, the Elected Members Support Officer will meet collectively with all Councillors including the Mayor to seek to obtain:

- Guidance about preferred dates for official openings and collective community engagement initiatives;
- Advice on attendees for the various appointments, meetings and other functions/events where Council representation has been requested, RSVP's are required or other guests/visitors' (e.g. Ministers or other government representatives') attendance needs to be coordinated.

The joint scheduling and central coordination of all nine electronic diaries helps to:

- Provide quick and easy visibility to identify dates and Councillors' (including the Mayor's) availability for planning purposes;
- Maximise Councillor attendance at Council initiated events;
- Maximise Councillors' attendance where possible where Council is invited to provide representation within or outside the region;
- Enable RSVP's to be efficiently responded to on behalf of Council (attendees/apologies);
- Identify early where speech notes need to be researched for the attending Councillor/Mayor;
- Ensure sufficient time is available to prepare for events including invitations / guests, ordering of plaques, catering and advertising for community participation;
- Provide a safety net (cross check) so that all nine Councillors are aware of upcoming events and have the opportunity to participate where practical and invited to do so;

- Identify instances where the Mayor is unable to attend and to facilitate the delegation of the responsibility to represent Council to another Councillor or Councillors.

An example of this is for Anzac Day ceremonies where there are multiple ceremonies across the region within a short period of time and given the distance involved it is not possible for one person to be at multiple places at the same time.

Option 2 – Response to Electronic Diary Invitations

In instances where a Councillor including the Mayor is unable or unwilling to attend the joint scheduling meeting (Option 1), then invitations to meetings, appointments or events will be electronically forwarded through Microsoft Outlook to ensure that Councillors including the Mayor are made aware of the dates and have the opportunity to participate. Councillors including the Mayor who haven't participated in the joint scheduling meeting are to respond by clicking on:

- Accept
- Tentative
- Decline

In instances where the Mayor is unable to attend a ceremonial or civic function, the reply is to confirm the delegation of the responsibility to represent Council to another Councillor. The Mayor is encouraged to delegate the responsibility to the relevant Portfolio Chair or Deputy Mayor in these circumstances where practical. Nothing in this policy is intended to preclude Portfolio Chairs or Deputy Mayor from having a role, secondary to the Mayor's representative responsibility, as discussed through the joint scheduling referred to in Option 1. Supplementary arrangements associated with the transport of dignitaries to and from events will pass to the Deputy Mayor or Portfolio Chair in instances where the Mayor has not confirmed attendance at least 48 hours before the scheduled event to ensure that vehicles are cleaned and the drivers' arranged.

It is the expectation that, given the Mayor's role in representing Council at civic or ceremonial events, a minimum of a 30 minutes to 45 minutes a fortnight will be spent in the Council's office at Roma at an agreed time and day (non-Council meeting day), to assist with advice and arrangements for upcoming events where Mayoral input is needed to progress arrangements.

To facilitate timely coordination of government, other invitees and event management tasks, it is the expectation that invitations will be responded to as early as possible, but no later than fortnightly.

To assist the Mayor in keeping track of appointments, the following week's calendar will be e-mailed to him, and printed for inclusion in the appointment tray for ease of reference at the end of each week.

A reminder will be set up in the calendar at the agreed interval for Mayor's appointments.

4.3.3 Administrative Support to Elected Members and use of Letterhead

Correspondence pertaining to a Council decision, policy or service is to be prepared and distributed solely by the relevant officer/s in accordance with the adopted Organisational Structure – this includes but is not limited to:

- Customer Requests
- Complaints
- Council Meeting Correspondence

All Customer Requests and/or Complaints are to be administered in accordance with the adopted policies and Quick Guides pertaining to Customer Requests and Complaints.

Administrative support and letterhead is for Council Business and is not for the purpose of communicating personal opinions, progressing personal interests or individual priorities or seeking to damage the reputation of Council, other Councillors or Council employees.

Administrative support and letterhead for elected members is provided solely for the purpose of:

- letters of support for a community groups' funding applications that increase the liveability of the region (e.g. may be signed by the Mayor or a relevant Councillor) provided that:
 - the content is consistent with the role of a Councillor;
 - an individual Councillor is not speaking for or on behalf of Council;
 - the letter does not indicate or provide Council in-kind or financial support;
 - the signatory would not ordinarily have a conflict of interest in the matter (material personal interest or otherwise) if the matter came before Council.
- invitations to individual community engagement initiatives;
- congratulatory or thank-you messages;

- advocacy to other tiers of government for Council Business reflecting Council's position on matters;
- facilitating the reimbursement of expenses and other arrangements under this policy;
- preparation of speech notes where the request is received from the Councillor in sufficient time to enable information to be collated having regard to the following guide:
 - dot points (3) clear business days of the event;
 - 5 clear business days (full speech);
- acknowledgement letters/e-mails for correspondence to the Elected Members' Office.

To remove any doubt, at no time is an individual's letterhead or individual e-mail addresses to be used to speak on behalf of Council or to commit Council (or imply Council's commitment to) potential / future decisions about Council expenditure or Council policy.

4.3.4 Maintenance Costs of Council Equipment

Council will cover all ongoing maintenance costs associated with Council owned equipment to ensure it is operating for optimal professional use.

4.3.5 Insurance Cover

In accordance with Section 107 of the *Local Government Act 2009*, Council will take out professional indemnity and Workers Compensation Insurance cover for Councillors while carrying out their legislative responsibilities.

Council will pay the applicable excess (to the relevant insurer), in relation to claims made (against Council and/or a Councillor) relating to the conduct of a Councillor, who was performing their role as a Councillor (i.e. conducting official Council business).

4.3.6 Uniform

On an 'as needed' basis Council will provide Councillors with the following corporate uniform as supplied by Council's preferred supplier arrangement:

- Name Badge
- Corporate branded shirts
- Corporate branded jacket

- Personal Protective Equipment (PPE) as required in the discharge of official duties

4.4 VEHICLES

Summary (Extract from New Councillor Checklist Form)

Expenses or Facilities incurred or used by Councillors	New Councillor Checklist (Please tick to select preferred option)			
	Option 1	Option 2	Option 3	Option 4
Vehicle for Councillor's Use	Council Vehicle for Council Business Use <u>Only</u> <u>No</u> Private Use <div style="border: 1px solid black; width: 50px; height: 20px; margin: 10px auto;"></div>	Council Vehicle – Council Business Use Purchase of <u>Limited</u> Private Use by Councillor <div style="border: 1px solid black; width: 50px; height: 20px; margin: 10px auto;"></div> Payment by <u>Councillor to Council</u> of \$3,500 per annum indexed by CPI (June 2018). Council will periodically review usage to confirm reasonableness of usage to individual Councillor payments pursuant to this option. Excessive usage may, subject to a Council resolution, result in an additional Councillor payment being required.	Use of Private Vehicle Allowance based on kms of Council Business Use <div style="border: 1px solid black; width: 50px; height: 20px; margin: 10px auto;"></div> 88c per km of Council business use (log book maintained and copies provided as part of the payment request) paid to the Councillor.	Use of Private Vehicle Council Business Use <div style="border: 1px solid black; width: 50px; height: 20px; margin: 10px auto;"></div> In the absence of a Log Book, the Councillor acknowledges that no claim for reimbursement can be made to Council for a contribution or reimbursement of expenses associated with use of a Private Vehicle for Council Business Use.

4.4.1 Council Owned Vehicle – Option 1 or Option 2

Due to the size of the Maranoa Regional Council area (58,834.5km²), and to ensure Councillors participate in Council and community events across the region, a fully serviced, Council owned vehicle will be made available to Councillors who would like to access these options. This will include the provision of a break down service and fuel card for Council Business use.

Use of the vehicle is for Council Business and associated events only and is subject to compliance with any applicable motor vehicle policy adopted by Council from time to time.

Option 2 Purchase of Limited Private Use

Councillors may enter into a private use agreement of the Council issued vehicle. The cost is determined by estimating a fair value for private use, based on the variable costs in operating a vehicle (Fuel, general and routine maintenance and tyres).

The cost of limited private use at the commencement of this option was \$3,500 per annum (indexed annually by CPI 30 June).

Fuel purchased outside the Maranoa Regional Council area is to be covered by the Councillor if the vehicle is being used for private use.

The set private use agreement fee will be deducted automatically from the fortnightly Councillor remuneration payments.

Option 3

A Councillor may prefer to use their private vehicles.

For the purpose of this policy, Council has determined that the allowance for use of a motor vehicle will be 88c/km (subject to annual review). Any claim is to be based on log book details to substantiate the relevance of the travel for Council business.

Details of the private use is to be recorded on a Councillor Expense Claim Form.

Councillor Vehicle Fleet

The type of vehicles made available to Councillors considers the large area and distances covered within the Council area, and the fact that rural roads are predominantly gravel. Night travel is also necessary for Councillors in attending to Council Business.

Councillors will be provided with a 'fit for purpose' 4WD vehicle or similar vehicles considering individual location, value for money and the context of the abovementioned considerations.

4.5 Information and Communication Technology (ICT) EQUIPMENT

4.5.1 Mobile Devices (Calls and Data)

Summary (Extract from New Councillor Checklist Form)

Expenses or Facilities incurred or used by Councillors	New Councillor Checklist (Please tick to select preferred option)			
	Option 1	Option 2	Option 3	Option 4
Mobile Devices for Councillor's Use	Council Mobile (Smart) Phone	Council Mobile (Smart) Phone + Call redirection to personal phone number	Personal Mobile Phone	Personal Mobile Phone
	Council iPad (choice of 9.7 inch or 12.9 inch)	Council iPad (choice of 9.7 inch or 12.9 inch)	Council iPad (choice of 9.7 inch or 12.9 inch)	Personal iPad
	Calls (includes Council secured fixed cost monthly plan for calls and data within Australia).	Calls (includes Council secured fixed cost monthly plan for calls and data within Australia) for Council phone.	Reimbursement of Mobile Plan including Data to the equivalent of what Council is currently paying for a Council device.	Reimbursement of Mobile Plan including Data to the equivalent of what Council is currently paying for a Council device.
	Microsoft Outlook (E-mail and Calendar), Voicemail and SMS self-managed by Councillor.			
	Council will only pay for the purchase and arrange installation and support of Software Applications or 'Apps', or individually priced services that are required to conduct official Councillor business, specifically: Microsoft Outlook (E-mail and Calendar) and Microsoft Office Suite.	Council will only pay for the purchase and arrange installation and support of Software Applications or 'Apps', or individually priced services that are required to conduct official Councillor business, specifically: Microsoft Outlook (E-mail and Calendar) and Microsoft Office Suite.	Council will only pay for the purchase and arrange installation and support of Software Applications or 'Apps', or individually priced services that are required to conduct official Councillor business, specifically: Microsoft Outlook (E-mail and Calendar) with corporate management of the Council Outlook app. and pin security, managed through Council's mobile application management platform. + Microsoft Office Suite on iPad	Council will only pay for the purchase and arrange installation and support of Software Applications or 'Apps', or individually priced services that are required to conduct official Councillor business, specifically: Microsoft Outlook (E-mail and Calendar) with corporate management of the Council Outlook app. and pin security, managed through Council's mobile application management platform.
	SMS (Text Messages) about Council Business are not to be sent from personal mobile phones to ensure compliance with the <i>Public Records Act 2002</i> . Any receipt of SMS are to be copied and included in Council's system.			
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

4.5.2 Council E-mail Address

Summary

A number of e-mail address contacts for contacting Council to request a service or action are available on the Council website:

council@maranoa.qld.gov.au

customer.service@maranoa.qld.gov.au

As some government correspondence (e.g. from Ministers) is addressed to Council through the mayor or addressed to all Councillors, the following addresses are established and administrative support provided to assist in the management of the correspondence:

mayor@maranoa.qld.gov.au

councillors@maranoa.qld.gov.au

A copy of correspondence from customers received through the above e-mail addresses will be automatically forwarded to the Customer Request e-mail address for acknowledgement and to commence attention by the relevant department or departments.

A copy of correspondence from government or other agencies will be printed and placed in the Mayor's tray for review when he is next in the office (marked as Urgent / Non-Urgent) and forwarded to the relevant department or Councillors in the interim.

If a Councillor including the Mayor wants to be able to be individually contactable in their role as Councillor, an e-mail address incorporating the individual's name will be set up for the Councillor's use. However, it is not the intention of this policy for administrative support to be provided to an individual's e-mail address.

In the case of the Mayor, if their preference is not to monitor the individual e-mail address, then the individual address will be converted to internal use only for calendar appointments and internal communication, and the local government communication addressed to mayor@maranoa.qld.gov.au.

5. Related Legislation and Policies

- *Local Government Act 2009*
- *Local Government Regulation 2012*

Council Policies developed and reviewed from time to time in relation to:

- *Credit Cards*
- *Councillors' Motor Vehicles*
- *Customer Service*
- *Complaints Management*
- *Mandatory Councillors' Code of Conduct (State Government)*

6. Associated Documents

Nil

CARRIED

8/1

Mayor Golder 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. Flynn	
Cr. McMullen	
Cr. Newman	
Cr. O'Neil	
Cr. Schefe	
Cr. Stanford	

Responsible Officer	Lead Officer - Elected Members & Community Engagement
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LATE CONFIDENTIAL ITEMS

Item Number:

LC.1

File Number: D19/21972

SUBJECT HEADING:

**ROMA SALEYARDS INTERPRETATIVE CENTRE,
CONCEPT AND DESIGN TEMPORARY ADVISORY
COMMITTEE**

Officer's Title:

**Associate to the Director – Corporate, Community &
Commercial Services**

Executive Summary:

The purpose of this report was to endorse the Terms of Reference, Chairperson and membership of the Roma Saleyards Interpretative Centre, Concept & Design – Temporary Advisory Committee.

Resolution No. GM/03.2019/108

Moved Cr Chambers

Seconded Cr Newman

That Council:

1. Endorse the Roma Saleyards Interpretive Centre, Content and Design Temporary Advisory Committee Terms of Reference.
2. Confirm the membership of the temporary advisory committee as follows:

Representation	Recommended Member
Historical Representative	Maree Worland, Roma And District Family History Society Incorporated (Roma History Lodge) with Jenny Hewitt nominated as proxy
Tourism Representative	Meryl Eddie, Visit Roma

Industry Representative (2)	Mr Scott Wason, former Councillor, Portfolio Chair and Saleyard Advisory Committee Chairman
	Mr Terry Hyland, former Manager Saleyards and Livestock Agent
Tour Leader Representative	Geoff Thompson, Roma Saleyards Tour Leaders
Industry Representative	Rod Turner, Roma Saleyards Advisory Committee
Councillor/Portfolio Chair	Cr Peter Flynn Cr Puddy Chandler Cr Cameron O'Neil
Council Representative	Director Corporate, Community & Commercial Services
Council Representative	Regional Tourism Development Coordinator.
Council Representative (Attendee only)	Project Superintendent (Senior Engineer - Contract Management & Development
c) Appoint Councillor and Portfolio Chair Cr. Flynn as Chairperson of the committee.	
CARRIED	
9/0	

Responsible Officer	Associate to the Director – Corporate, Community & Commercial Services
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Cr. McMullen, having previously foreshadowed a 'Conflict of Interest' in the following item, for reasons stated under Section 'DECLARATION OF CONFLICTS OF INTEREST – LATE ITEMS', left the Chamber at 4.05pm, taking no part in discussions and debate on the matter

Item Number: LC.2 File Number: D19/21770

SUBJECT HEADING: CONSIDERATION OF CORRESPONDENCE FROM OFFICE OF INDEPENDENT ASSESSOR AND CORRESPONDENCE FROM COUNCILLOR MCMULLEN'S REPRESENTATIVE

Officer's Title: Chief Executive Officer

Executive Summary:

The report tabled correspondence from the Office of Independent Assessor, and correspondence pertaining to Councillor McMullen.

Resolution No. GM/03.2019/109	
Moved Cr Schefe	Seconded Cr Chandler
That Council not proceed with an investigation noting Cr McMullen's agreement to that approach.	
CARRIED	
8/0	

Responsible Officer	Chief Executive Officer
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Resolution No. GM/03.2019/110
Moved Cr Chambers
Seconded Cr O'Neil

That Council accept the Office of Independent Assessor's Assessment that the conduct was inappropriate conduct.

CARRIED
8/0
Responsible Officer
Chief Executive Officer
Resolution No. GM/03.2019/111
Moved Cr Chambers
Seconded Cr O'Neil

That Cr McMullen be reprimanded and that relevant information about this matter be included on Council's website, as required by the *Local Government Act 2009* as follows:

COUNCILLOR COMPLAINTS ASSESSED UNDER THE PREVIOUS LEGISLATION

Reference number	Date complaint received	Details of complaint	Summary of allegation	Reason for Decision	Outcome
C18 00181	Received by Office of Independent Assessor on 3 December 2018*	Inappropriate conduct by Cr Geoff McMullen	It was alleged that on 23 September 2018 Councillor McMullen shared a post on Facebook titled "meanwhileat council today", the contents of which could reflect negatively on the reputation of the Council and demonstrate a lack of respect for fellow councillors and members of staff – specifically Council staff.	That on 23 September 2018 Councillor McMullen shared a post on Facebook titled 'Meanwhile...at the Council today', the contents of which could reflect negatively on the reputation of the Council and demonstrate a lack of respect for members of staff.	Reprimand Details to be provided on Council's website as required by Section 181A and Council's internal website for the information of employees.

* The following clarification has been provided by the Office of the Independent Assessor

Section 317 of the Act states that if immediately before the commencement, an existing complaint has not been assessed, the complaint must be dealt with by the Assessor under Chapter 5A, as if the existing complaint was made or referred to the Assessor under Chapter 5A.

This section is subject to section 322 of the Act which states, that in deciding how to deal with conduct engaged in by a councillor before the commencement of the new provisions, the Assessor must apply the former conduct definitions to the conduct and if the conduct is referred to the local government, only make an order that is substantially the same as an order that could have been made under the former section 181.

The conduct of the councillor, was assessed pursuant to section 176(4)(a) of the Act, which was the relevant provision at the time of the alleged inappropriate conduct. Following the assessment, the Assessor reasonably suspects that the conduct subject of the complaint is, if proved, inappropriate conduct.

CARRIED
7/1

Mayor Golder 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. Flynn	
Cr. Newman	
Cr. O'Neil	
Cr. Scheffe	
Cr. Stanford	

Responsible Officer	Chief Executive Officer
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At cessation of discussion and debate on the abovementioned item, Cr. McMullen returned to the Chamber at 4.15pm.

Cr. Stanford left the Chamber at 4.15pm, and returned at 4.16pm.

Item Number: LC.3 **File Number:** D19/23615

SUBJECT HEADING: **TABLING CORRESPONDENCE FROM ORIGIN / AUSTRALIA PACIFIC LNG (APLNG) PROJECT**

Officer's Title: **Chief Executive Officer**

Executive Summary:

The report tabled correspondence from Origin on behalf of the APLNG Project.

Resolution No. GM/03.2019/112

Moved Cr Scheffe

Seconded Cr Chambers

That Council:

- 1. Approve a further 1 month extension (until 30 April 2019), of the Australia Pacific LNG Temporary Workers' Accommodation Facilities to allow Council time to receive a reply from the Coordinator General.**
- 2. Respectfully request a formal reply from the Coordinator General in response to Council's submission.**
- 3. Advocate on behalf of the community to seek a written response, by way of update, from the Coordinator General to public submissions.**

CARRIED

9/0

Responsible Officer	Chief Executive Officer
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Item Number: LC.4 File Number: D19/23703
 SUBJECT HEADING: BOTTLE TREE COURT SUBDIVISION
 Officer's Title: Chief Executive Officer

Executive Summary:

The report tabled for discussion and review updated draft correspondence regarding Bottle Tree Court.

Resolution No. GM/03.2019/113

Moved Cr Chambers

Seconded Cr Newman

That Council endorse the 'Summary of Council's position' as circulated to all Councillors during the meeting and authorise the Chief Executive Officer to update the letter accordingly.

CARRIED

9/0

Responsible Officer

Chief Executive Officer

Item Number: 13.1 File Number: D19/15607
 SUBJECT HEADING: ADOPTION OF THE YULEBA COBB & CO PARK MASTER PLAN
 Officer's Title: Project Officer - Program & Contract Management

Executive Summary:

Council received the final draft of the Yuleba Cobb & Co Park Master Plan. This Plan has been through two rounds of community consultation, with a period of online feedback. Changes have been incorporated throughout the Plan that reflect the comments received from stakeholders, including community members and Council staff. The community response to this Master Plan has been largely positive. It was recommended that Council receive and adopt this Master Plan.

This matter had been laid on the table earlier during the meeting.

Resolution No. GM/03.2019/114

Moved Cr O'Neil

That the matter lay on the table for further consideration at the next General Meeting on 10 April 2019.

CARRIED

9/0

Responsible Officer

Project Officer - Program & Contract Management

CLOSURE

There being no further business, the Mayor thanked Council for their attendance and declared the meeting closed at 4.18pm.

These Minutes are to be confirmed at the next General Meeting of Council to be held on 10 April 2019, at Roma Administration Centre.

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Mayor.

.....
Date.