

MINUTES OF THE GENERAL MEETING OF MARANOA REGIONAL COUNCIL HELD AT ROMA ADMINISTRATION CENTRE ON 22 MAY 2019 COMMENCING AT 9.07AM

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, Regional Grants & Council Events Development Coordinator – Susan Sands, Local Development Officer – Surat – Johanne Hancock.

WELCOME

The Mayor welcomed all present and declared the meeting open at 9.07am.

APOLOGIES

There were no apologies for the meeting.

CONFIRMATION OF MINUTES

Resolution No. GM/05.2019/29

Moved Cr Newman

Seconded Cr Stanford

That the minutes of the General Meeting held on 8 May 2019 be confirmed.

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

DECLARATION OF CONFLICTS OF INTEREST

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

- C.11 – Update of Flood Mitigation Landholder Matters – Assessment No. 14019178 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 the abovementioned item.

Cr. Chandler declared a 'Conflict of Interest' with the following two items:

- C.1 – Offer of Community Engagement Support – Empowering Communities
due to her holding the position of President for the Roma Show Society, an organisation that is a lead association for one of the events under Council's consideration in this matter.
- C.2 – Request for Assistance from Injune Race Club
due to her being a member of the Injune Race Club, the organisation under Council's consideration in this matter. Cr. Chandler also advised that she is the 'Secretary' for the Injune Community Development Association (ICDA), an association also mentioned in the officer's report.

Cr. Chandler foreshadowed that she would remove herself from discussions and decisions on these matters.

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

- C.8 – Delegate Authority to the Chief Executive Officer to sign the Transport Infrastructure Contract – Sole Invitee
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. Schefe foreshadowed that he would remove himself from discussions and decisions on this matter.

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

- C.1 – Offer of Community Engagement Support – Empowering Communities
due to her holding the position of Secretary for the Maranoa Diggers Race Club, an organisation that is a lead association for one of the events under Council's consideration in this matter.

Cr. Chambers foreshadowed that she would remove herself from discussions and decisions on these matters.

Mayor Golder declared a 'Conflict of Interest' with the following item:

- C.11 – Update of Flood Mitigation Landholder Matters – Assessment No. 14019178
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.

Mayor Golder foreshadowed that he would remove himself from discussions and decisions on the abovementioned item.

ON THE TABLE

There were no items for discussion on the table.

BUSINESS

OFFICE OF THE CEO

Item Number: 10.1 **File Number:** D19/38236

SUBJECT HEADING: COMPLAINT MANAGEMENT POLICY & PROCESS

Officer's Title: Chief Executive Officer

Executive Summary:

Included in Council's new Corporate Plan 2018 – 2023 was to review and implement Council's (new) Complaint Management Policy.

The policy and process has undergone a complete rewrite and aims to provide a 'one stop shop' for our customers to help ensure their complaints are lodged in the right place first time.

With the number of agencies overseeing Council activities, including assessing and investigating complaints, it is often difficult for customers to navigate the correct path.

The new policy will help our customers to know:

- *where to report their complaint;*
- *what to expect (i.e. the key steps involved in handling the complaint);*
- *how long it will take for the outcome of the complaint to be known;*
- *who to contact if they remain dissatisfied with the advised outcome.*

The policy aims to ensure compliance with Council's legislative obligations including but not limited to:

- *Local Government Act 2009*
- *Local Government Regulation 2012*
- *Crime and Corruption Act 2001*

Resolution No. GM/05.2019/30

Moved Cr Chambers

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

CARRIED

9/0

CORPORATE, COMMUNITY & COMMERCIAL SERVICES

Item Number: 11.1 File Number: D19/35961

SUBJECT HEADING: COUNCILLOR ATTENDANCE AT AUSTRALASIAN REPORTING AWARDS

Officer's Title: Director - Corporate, Community & Commercial Services

Executive Summary:

The report sought formalisation of Elected Member attendance at the 2019 Australasian Reporting Awards Ceremony.

Resolution No. GM/05.2019/31	
Moved Cr O'Neil	Seconded Cr Flynn
That Council endorse the attendance of Cr. Chambers and Cr. Newman at the Australasian Reporting Awards presentation on 19 June 2019 in Melbourne.	
CARRIED	9/0

Responsible Officer	Director - Corporate, Community & Commercial Services
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Item Number: 11.2 File Number: D19/37970

SUBJECT HEADING: ENDORSEMENT OF COUNCILLOR ATTENDANCE AT A LOCAL GOVERNMENT NSW (LGNSW) WATER MANAGEMENT CONFERENCE

Officer's Title: Lead Officer - Councillors' Support & Community Engagement

Executive Summary:

The report sought endorsement of a Councillor's attendance at the annual Local Government NSW (LGNSW) Water Management Conference on 2 – 4 September 2019, as part of enhancing strategy and policy development for Council.

Resolution No. GM/05.2019/32	
Moved Cr O'Neil	Seconded Cr Newman
That Council:	
<ol style="list-style-type: none"> 1. Give 'In Principle' support to the attendance of Cr. David Scheffe at the Local Government NSW (LGNSW) Water Management Conference to be held on 2 – 4 September 2019 in Albury, on behalf of Council. 2. Be provided estimates for attendance at an upcoming meeting in the interest of progressing this matter. 	
CARRIED	9/0

Responsible Officer	Lead Officer - Councillors' Support & Community Engagement
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Item Number: 11.3 **File Number:** D19/36230

SUBJECT HEADING: DELEGATION OF COUNCIL POWERS TO THE CHIEF EXECUTIVE OFFICER UNDER THE PLANNING ACT 2016

Officer's Title: Governance Officer

Executive Summary:

Council's delegations are reviewed and updated throughout the year according to changes in State Government legislation.

This report sought Council's approval for delegation of Council powers under the Planning Act 2016 to the position of Chief Executive Officer.

Resolution No. GM/05.2019/33

Moved Cr Newman

Seconded Cr Chambers

That:

1. Council, under section 257 of the *Local Government Act 2009*, resolve to delegate the exercise of powers contained in Schedule 1 of the Instruments of Delegation included in the officer's report, to the Chief Executive Officer. These powers must be exercised subject to any limitations contained in Schedule 2 of the attached Instruments of Delegation for the *Planning Act 2016*.
2. All prior resolutions delegating the same powers to the Chief Executive Officer are repealed.

CARRIED

9/0

Responsible Officer

Governance Officer

Item Number: 11.4 **File Number:** D19/35160

SUBJECT HEADING: DELEGATION OF COUNCIL POWERS TO THE CHIEF EXECUTIVE OFFICER UNDER THE LOCAL GOVERNMENT ACT 2009

Officer's Title: Governance Officer

Executive Summary:

Council's delegations are reviewed and updated throughout the year according to changes in State Government legislation.

This report sought Council's approval for the delegation of Council powers under the Local Government Act 2009 to the position of Chief Executive Officer.

Resolution No. GM/05.2019/34

Moved Cr Chambers

Seconded Cr Chandler

That:

1. Council, under section 257 of the *Local Government Act 2009*, resolve to delegate the exercise of powers contained in Schedule 1 of the Instruments of Delegation included in the officer's report, to the Chief Executive Officer. These powers must be exercised subject to any limitations contained in Schedule 2 of the attached Instruments of Delegation for the *Local Government Act 2009*.

2. All prior resolutions delegating the same powers to the Chief Executive Officer are repealed.

CARRIED

9/0

Responsible Officer

Governance Officer

Item Number:

11.5

File Number: D19/36998

SUBJECT HEADING:

DELEGATION OF COUNCIL POWERS TO THE CHIEF EXECUTIVE OFFICER UNDER THE PLANNING REGULATION 2017

Officer's Title:

Governance Officer

Executive Summary:

Council's delegations are reviewed and updated throughout the year according to changes in State Government legislation.

This report sought Council's approval for the delegation of Council powers under the Planning Regulation 2017 to the position of Chief Executive Officer.

Resolution No. GM/05.2019/35

Moved Cr Flynn

Seconded Cr Scheffe

That:

1. Council, under section 257 of the *Local Government Act 2009*, resolve to delegate the exercise of powers contained in Schedule 1 of the Instruments of Delegation included in the officer's report, to the Chief Executive Officer. These powers must be exercised subject to any limitations contained in Schedule 2 of the attached Instruments of Delegation for the *Planning Regulation 2017*.
2. All prior resolutions delegating the same powers to the Chief Executive Officer are repealed.

CARRIED

9/0

Responsible Officer

Governance Officer

Item Number:

11.6

File Number: D19/37081

SUBJECT HEADING:

DELEGATION OF COUNCIL POWERS TO THE CHIEF EXECUTIVE OFFICER UNDER THE LOCAL GOVERNMENT REGULATION 2012

Officer's Title:

Governance Officer

Executive Summary:

Council's delegations are reviewed and updated throughout the year according to changes in State Government legislation.

This report sought Council's approval for delegation of Council powers under the Local Government Regulation 2012 to the position of Chief Executive Officer.

Resolution No. GM/05.2019/36

Moved Cr Newman

Seconded Cr Chambers

That:

1. Council, under section 257 of the *Local Government Act 2009*, resolve to delegate the exercise of powers contained in Schedule 1 of the Instruments of Delegation included in the officer's report, to the Chief Executive Officer. These powers must be exercised subject to any limitations contained in Schedule 2 of the attached Instruments of Delegation for the *Local Government Regulation 2012*.
2. All prior resolutions delegating the same powers to the Chief Executive Officer are repealed.

CARRIED

9/0

Responsible Officer

Governance Officer

DEVELOPMENT, FACILITIES & ENVIRONMENTAL SERVICES

Item Number:

13.1

File Number: D19/32332

SUBJECT HEADING:

PAINTING OF COBB & CO CHANGING STATION - SURAT

Officer's Title:

Administration Officer - Land Administration

Executive Summary:

The report tabled a proposal for Council to consider painting the exterior of the Cobb & Co Changing Station Building in Surat, which is in a worn condition and requires a signage update that better reflects the overall purpose of the building in the lead up to the tourism season. This matter was previously considered by Council at its meeting on 27 February 2019.

Resolution No. GM/05.2019/37

Moved Cr Chandler

Seconded Cr O'Neil

That Council:

1. Replace the existing 'Warroo Shire Library' signage painted on the Cobb & Co Changing Station building façade with the installation of new signage depicting the wording 'Surat Library & Visitor Information Centre'.
2. Include the painting of the exterior of the Surat Cobb & Co Changing Station Building in the 2019/20 budget deliberations.

CARRIED

9/0

Responsible Officer

Administration Officer - Land Administration

Item Number: 13.2 **File Number:** D19/37039

SUBJECT HEADING: FIRST 5 FOREVER – SHOW TOUR

Officer's Title: (Acting) Regional Libraries, Arts & Culture Development Coordinator

Executive Summary:

The report advised that the Empire Theatre's Projects Company would like to present a First 5 Forever Show Tour to our Maranoa Libraries as part of the June/July school holiday program at a cost of \$3,500 (plus GST). If approved, this cost would be covered by First 5 Forever Funding received from State Library of Queensland.

Resolution No. GM/05.2019/38

Moved Cr Chandler

Seconded Cr McMullen

That Council:

1. **Agree to host the First 5 Forever Show Tour at Roma, Injune, Mitchell and Surat Libraries from 8 - 10 July 2019.**
2. **Authorise the Chief Executive Officer to sign the Memorandum of Understanding with Empire Theatre's Projects Company Pty Ltd.**
3. **Fund the cost of \$3,500 (plus GST), through First 5 Forever Funding received from State Library of Queensland - WO 16366.2542.2001**

CARRIED

9/0

Responsible Officer

(Acting) Regional Libraries, Arts & Culture Development Coordinator

Item Number: 13.3

File Number: D19/37868

SUBJECT HEADING: COBB & CO FESTIVAL 2019

Officer's Title: Local Development Officer - Surat

Executive Summary:

The Cobb & Co Festival committee requested the use of the Cobb & Co Coach that is located in the Surat Cobb & Co Changing Station Museum, for the Cobb & Co Festival being held from 23-25 August 2019.

Resolution No. GM/05.2019/39

Moved Cr Newman

Seconded Cr McMullen

That Council approve the Cobb & Co Festival committee's request to use Cobb & Co Coach at the Cobb & Co Festival from 23-25 August 2019.

CARRIED

9/0

Responsible Officer

Local Development Officer - Surat

Item Number: 13.4 **File Number:** D19/14051

SUBJECT HEADING: AUSTRALIA DAY 2019 POST EVENT REPORT

Officer's Title: Regional Grants & Council Events Development Coordinator

Executive Summary:

A post event report was tabled for the Australia Day Awards and Celebrations held on 26 January 2019.

Resolution No. GM/05.2019/40	
Moved Cr McMullen	Seconded Cr O'Neil
That Council receive and note the officer's report as presented.	
CARRIED	9/0

Responsible Officer	Regional Grants & Council Events Development Coordinator
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COUNCIL ADJOURNED THE MEETING AT 9.33AM

During this time Councillors attended the Rural Flying Doctor Service Local Hero Awards, followed by morning tea with guests attending from Toowoomba and Surat Basin Enterprise (TSBE) and Food Leaders Australia (FLA).

SUBJECT HEADING: RESUMPTION OF STANDING ORDERS

COUNCIL RESUMED THE MEETING AT 11.54AM

Item Number: 10.1 **File Number:** D19/38236

SUBJECT HEADING: COMPLAINT MANAGEMENT POLICY & PROCESS

Officer's Title: Chief Executive Officer

Executive Summary:

Included in Council's new Corporate Plan 2018 – 2023 was to review and implement Council's (new) Complaint Management Policy.

The policy and process has undergone a complete rewrite and aims to provide a 'one stop shop' for our customers to help ensure their complaints are lodged in the right place first time.

With the number of agencies overseeing Council activities, including assessing and investigating complaints, it is often difficult for customers to navigate the correct path.

The new policy will help our customers to know:

- *where to report their complaint;*
- *what to expect (i.e. the key steps involved in handling the complaint);*
- *how long it will take for the outcome of the complaint to be known;*
- *who to contact if they remain dissatisfied with the advised outcome.*

The policy aims to ensure compliance with Council's legislative obligations including but not limited to:

- Local Government Act 2009
- Local Government Regulation 2012
- Crime and Corruption Act 2001

ACTION:

This item was again introduced by the Chair for discussion, however it was identified that further advice was needed.

The Chief Executive Officer left the Chamber at 12.07pm, and the Deputy Chief Executive Officer took the role of 'Acting Chief Executive Officer'.

The matter continued to lay on the table.

CONFIDENTIAL ITEMS

Cr. Chambers, having previously foreshadowed a 'Conflict of Interest' in the following item, for reasons stated under Section 'COUNCILLOR DECLARATIONS OF CONFLICTS OF INTEREST,' left the Chamber at 12.09pm, taking no part in discussions and debate on the matter.

Cr. Chandler, having previously foreshadowed a 'Conflict of Interest' in the following two (2) items, for reasons stated under Section 'COUNCILLOR DECLARATIONS OF CONFLICTS OF INTEREST,' left the Chamber at 12.09pm, taking no part in discussions and debate on the matter.

Item Number: C.1 **File Number:** D19/36910

SUBJECT HEADING: OFFER OF COMMUNITY ENGAGEMENT SUPPORT - EMPOWERING OUR COMMUNITIES

Officer's Title: Regional Grants & Council Events Development Coordinator

Executive Summary:

Council received an offer of funding for community events under the Empowering our Communities schedule, through the Western Queensland Primary Health Network (WQPHN). The offer is for \$50,000 (ex GST) for each Council to encourage additional community activities/engagement to target improved mental health and resilience in drought affected areas.

Resolution No. GM/05.2019/41		
Moved Cr O'Neil	Seconded Cr Newman	
That Council:		
1. Accept the offer of \$50,000 (ex GST) from Western Queensland Primary Health Network (WQPHN) for Empowering our Communities funding.		
2. Allocate the funding to local community events through relevant community groups as included in the table below.		
Events	Amount	
Regional		
Roma Show 2020	\$10,000	
Roma Zonta Edge of the Outback event for rural women, September 2019	\$500	

Christmas parties for 12 small communities - Muckadilla, Noonga, Eumamurrin, Bymount, Amby, Roughlie, Hodgson, Begonia, Teelba, Dunkeld, Mungallala, Jackson. 12 x \$500	\$6,000	
Festival of Small Halls	\$3,000	\$13,500
Mitchell		
Mitchell Races October	\$1,000	
Fire & Water Festival September 2019	\$5,000	
New Year's Rodeo	\$1,000	
2020 Show	\$2,000	
Campdraft September 2019	\$500	
Mitchell Fishing Club	\$500	\$10,000
Surat		
Surat Races	\$1,000	
Christmas party	\$1,000	
Golf club event	\$500	
Bowls club event	\$500	
Surat Fishing & Re-stocking Club	\$500	
Campdraft September 2019	\$500	\$4,000
Yuleba		
Yuleba Dance	\$500	
Christmas party	\$700	
Cuppa 4 Cancer and garden tour 2020	\$500	
Bowls club event opening	\$500	
Benderoo Bulls event	\$500	
Pony club event	\$500	\$3,200
Wallumbilla		
Wallumbilla Show 2020	\$4,800	
Christmas party	\$700	
Jimmy Possum opening September 2019	\$500	
Catering for windmill installation working bee	\$300	
Workshop for silo trail	\$1,000	\$7,300
Injune		
Races	\$1,000	
Swimming lessons	\$500	
Rodeo	\$1,000	
Tooloombilla Rodeo	\$1,000	
Golf club event	\$500	
Bowls club event August	\$500	
Parent café program	\$500	
Eumamurrin Campdraft September	\$1,000	\$6,000
	\$50,000	\$50,000

3. Authorise the Chief Executive Officer to sign the agreement.

4. Note that as per the terms of the funding agreement, organisers receiving funding for these events are required to publicly acknowledge the funding, and make drought support and mental health information available at the events.

CARRIED

7/0

Responsible Officer

**Regional Grants & Council Events
Development Coordinator**

At cessation of discussion and debate on the abovementioned item. Cr. Chambers returned to the Chamber at 12.12pm.

Cr. Chambers declared a 'Conflict of Interest' in the following item, due to her holding the position of 'Secretary' of the Maranoa Diggers Race Club, an association which has in the past received in-kind assistance from Council.

Cr. Chambers further 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.*

Moved Cr Flynn

Seconded Cr McMullen

That Cr. Chambers may remain for discussion and debate on the matter.

NO VOTE TAKEN

No vote was taken on the initial draft procedural motion, with Councillors discussing the need to record the draft motion in accordance with the requirements under the *Local Government Act 2009* Section 175E (6).

A replacement draft 'procedural motion' was put forward as follows:

Resolution No. GM/05.2019/42

Moved Cr O'Neil

Seconded Cr Newman

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

CARRIED

6/1

Cr. Chambers did not vote on this motion as she was the declaring Councillor under consideration in this matter.

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

Item Number:

C.2

File Number: D19/37768

SUBJECT HEADING:

REQUEST FOR ASSISTANCE FROM INJUNE RACE CLUB

Officer's Title:

**Regional Grants & Council Events Development
Coordinator**

Executive Summary:

Council received a request for In-kind assistance from the Injune Race Club, in preparation for their annual event on 8 June 2019.

Moved Cr Golder

Seconded Cr McMullen

That Council commit to in-kind assistance to the level which is asked for in their letter on the basis this is a once a year request, it does keep communities together and the majority of the request will be existing staff doing this and any funds can be allocated to the work order provided.

Further discussion ensued, with the Mayor agreeing to include a dollar value of what was proposed, however, he did not give a figure at that time. No vote was taken on the draft motion, with Council further questioning the Mayor on his draft motion, which was updated to:

That Council:

- 1. Approve the request for in-kind assistance from the Injune Race Club for their annual event on 8 June 2019.**
- 2. Allocate the funds from the Major In-kind Assistance Budget - GL 2887.2248.2001.**

NO VOTE TAKEN

Cr. Flynn put forward an amendment to the draft motion as follows:

Resolution No. GM/05.2019/43

Moved Cr Golder

Seconded Cr McMullen

(accepted amendment)

(accepted amendment)

That Council:

- 1. Approve the request for in-kind assistance from the Injune Race Club for their annual event on 8 June 2019, for the sum of \$2,650.**

2. Transfer the required funds from the Economic Development salaries budget to the in-kind assistance budget.

CARRIED (Cr. Chambers voted in favour of the motion)

8/0

Responsible Officer

**Regional Grants & Council Events
Development Coordinator**

At cessation of discussion and debate on the abovementioned item, Cr. Chandler returned to the Chamber at 12.24pm.

Item Number:

C.3

File Number: D19/37422

SUBJECT HEADING:

**REALLOCATION OF BUDGET BETWEEN COMMUNITY
SAFETY SPECIAL PROJECTS**

Officer's Title:

Manager - Community Services

Executive Summary:

The report tabled a proposal to reallocate unused funds from Community Safety one off projects to cover the costs associated with the construction of the Off Leash Dog Park and general operations of the pound for the 2018/19 financial year.

Resolution No. GM/05.2019/44

Moved Cr Newman

Seconded Cr Stanford

That Council reallocate \$8,000 from WO18938 for Temporary Dog Holding Facilities to:

- **Off Leash Dog Park Project - \$5,000 (WO18942); and**
- **Animal Operations - \$3,000 (WO18242).**

CARRIED

9/0

Responsible Officer

Manager - Community Services

Item Number:

C.4

File Number: D19/26820

SUBJECT HEADING:

ADDITIONAL ANIMAL HOLDING FACILITY

Officer's Title:

Manager - Community Services

Executive Summary:

The initial scope and design of an additional animal holding facility to be used to house animals during emergency situations has now been completed. Based on the scoping and design, it is estimated that the project will cost more than the budget allocation provided.

The purpose of this report was to update Council on the project status and to ascertain if the required budget is available for the project to proceed.

Resolution No. GM/05.2019/45

Moved Cr Chandler

Seconded Cr Stanford

That Council suspend further work on this project, removing the item from this year's budget, with the intention of reviewing the proposed project in two years, should funds be available.

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.5 **File Number:** D19/36849

SUBJECT HEADING: TENDER 19020 - PURCHASE AND REMOVAL OF SCRAP METAL AND BATTERIES

Officer's Title: Manager - Procurement & Plant

Executive Summary:

Council publicly invited tenders for the purchase and removal of scrap metal and car batteries from regional waste management facilities.

The tender period opened on 5 April 2019 with a closing date of 29 April 2019.

The tender evaluation report was tabled for Council's consideration.

Resolution No. GM/05.2019/46

Moved Cr McMullen

Seconded Cr Chambers

That Council:

1. **Select Liberty Recycling Pty Ltd T/A Liberty Recycling as the recommended tenderer for Tender 19020 – Purchase and Removal of Scrap Metal and Batteries.**
2. **Invoice Liberty Recycling Pty Ltd T/A Liberty Recycling after the collection of the material, with the final invoice value being the product of the quantity of material removed from the sites (tonnes/kg) multiplied by the tendered unit rates.**
3. **Assign income to 2018/19 budget allocation for Waste Management Operations Revenue.**

CARRIED

9/0

Responsible Officer	Manager - Procurement & Plant
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Item Number: C.6 **File Number:** D19/36900

SUBJECT HEADING: TENDER 19016 - PURCHASE AND REMOVAL OF SCRAP POLY PIPE

Officer's Title: Manager - Procurement & Plant

Executive Summary:

Council invited interested parties to submit tenders for the purchase and removal of scrap poly pipe that is located at the Roma waste management facility.

The tender period opened on 15 February 2019 with a closing date of 11 March 2019.

The tender evaluation report was tabled for Council's consideration.

Resolution No. GM/05.2019/47	
Moved Cr Newman	Seconded Cr Scheffe
That:	
<ol style="list-style-type: none"> 1. Council select the Trustee for The S & G Trust T/A Rural Metal Traders as the recommended tenderer for Tender 19016 – Purchase and Removal of Scrap Poly Pipe. 2. Council invoice the Trustee for The S & G Trust T/A Rural Metal Traders after the collection of the material, with the final invoice value being the product of the quantity of material removed from the sites (tonnes/kg) multiplied by the tendered unit rates. 3. The arrangement remain current for a period of two years (expiring 31 May 2021). 4. Income be assigned to the budget allocation for Waste Management Operations Revenue. 	
CARRIED	9/0

Responsible Officer	Manager - Procurement & Plant
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Item Number: C.7 **File Number:** D19/36950

SUBJECT HEADING: ROAD SURFACING - DUKE STREET SOUTH PROJECT, ROMA

Officer's Title: Manager - Procurement & Plant

Executive Summary:

Council invited suitably qualified and experienced contractors to submit a schedule of prices and supporting documentation for the completion of bitumen sealing at Duke Street, Roma.

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

Resolution No. GM/05.2019/48

Moved Cr Flynn

Seconded Cr Schefe

That Council:

1. **Select Boral Resources (QLD) Pty Ltd T/A Boral Asphalt QLD as the recommended supplier for VP145722 – Road Surfacing – Duke Street South Project.**
2. **Authorise the Chief Executive Officer to enter into final negotiations with Boral Resources (QLD) Pty Ltd T/A Boral Asphalt QLD, noting the value of \$696,801.04 inclusive of GST for the entire scope of work including provisional items, and form a contract by way of purchase order if the final terms are acceptable.**
3. **Assign the expenditure to the 2018/19 budget allocation for the capital renewal of Duke Street South.**

CARRIED

9/0

Responsible Officer

Manager - Procurement & Plant

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 12.33pm, taking no part in discussions and debate on the matter.

Item Number:

C.8

File Number: D19/37485

SUBJECT HEADING:

DELEGATE AUTHORITY FOR THE CHIEF EXECUTIVE OFFICER TO SIGN THE TRANSPORT INFRASTRUCTURE CONTRACT - SOLE INVITEE

Officer's Title:

Manager - Construction

Executive Summary:

This report sought approval to delegate authority to the Chief Executive Officer to sign a Transport Infrastructure Contract - Sole Invitee with the Department of Transport and Main Roads on behalf of Council.

The Contract pertains to an Invitation of Offer presented to Council to complete a section of the Carnarvon Highway Upgrade Program, located 58 kilometres north of Injune.

Resolution No. GM/05.2019/49

Moved Cr Newman

Seconded Cr Chandler

That Council authorise the Chief Executive Officer to sign the Sole Invitee Contract between the Department of Transport & Main Roads and Maranoa Regional Council, for Council to undertake the Carnarvon Highway Upgrade Project between Injune and Rolleston.

CARRIED

8/0

Responsible Officer

Manager - Construction

At cessation of discussion and debate on the abovementioned item, Cr. Schefe returned to the Chamber at 12.34pm.

Item Number: C.10 **File Number:** D19/38129

SUBJECT HEADING: **MARANOA REGIONAL COUNCIL'S WATER AND SEWERAGE INFRASTRUCTURE NEEDS**

Councillor's Title: Cr. David Scheffe

Executive Summary:

The letter is in response to a meeting Cr. Scheffe had with the Minister for Local Government, Minister for Racing and Minister for Multicultural Affairs, Hon Stirling Hinchliffe MP on 21 February 2019, to discuss funding opportunities and highlight Maranoa Regional Council's water and sewerage infrastructure needs on behalf of Council.

This report provided, for Council's information, the Minister's letter of response as a result of that meeting.

Moved Cr Scheffe	Seconded Cr Chambers
That:	
<ol style="list-style-type: none"> 1. Council receive and note the correspondence from the Minister for Local Government, Racing and Multicultural Affairs dated 2 May 2019. 2. A report be prepared in relation to potential funding of the projects through cash reserves. 	
NO VOTE TAKEN	

No vote was taken on the draft motion, with Cr. O'Neil requesting that each point of the draft motion be voted on separately. The Chair confirmed he was happy with this approach.

Resolution No. GM/05.2019/50	
Moved Cr Scheffe	Seconded Cr Chambers
That Council receive and note the correspondence from the Minister for Local Government, Racing and Multicultural Affairs dated 2 May 2019.	
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. O'Neil
Cr. Chandler	
Cr. Flynn	
Cr. Golder	
Cr. McMullen	
Cr. Newman	
Cr. Scheffe	
Cr. Stanford	

Responsible Officer	Chief Executive Officer
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Resolution No. GM/05.2019/51
Moved Cr Scheffe
Seconded Cr Chambers

That a report be prepared in relation to potential funding of the projects through cash reserves.

CARRIED

9/0

Responsible Officer
Director Corporate, Community & Commercial Services
CONFIDENTIAL ITEM (Discussed in closed session)

Mayor Golder and Cr. Flynn, having previously foreshadowed a 'Conflict of Interest' in the following item, for reasons stated under Section 'COUNCILLOR DECLARATIONS OF CONFLICTS OF INTEREST,' left the Chamber at 12.42pm, taking no part in discussions and debate on the matter.

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

In accordance with the provisions of section 275 of the *Local Government Regulation 2012*, Council resolved to close the meeting to discuss item C.11, which it has deemed to be of a confidential nature and specifically pertaining to the following section:

- (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/05.2019/52
Moved Cr McMullen
Seconded Cr Newman

That Council close the meeting to the public at 12.44pm.

CARRIED

7/0

The Chief Executive Officer returned to the Chamber at 12.45pm.

Resolution No. GM/05.2019/53
Moved Cr O'Neil
Seconded Cr Newman

That Council open the meeting to the public at 12.52pm.

CARRIED

7/0

Item Number: C.11 File Number: D19/38439

SUBJECT HEADING: UPDATE OF FLOOD MITIGATION LANDHOLDER MATTERS - ASSESSMENT NO. 14019178

Officer's Title: Chief Executive Officer

Executive Summary:

The report tabled a draft Deed for Council's formal consideration.

Moved Cr Chandler	Seconded Cr Stanford
That:	
<ol style="list-style-type: none"> 1. The updated Deed of Settlement be provided to the property owner. 2. Council authorise the Chief Executive Officer to sign the Deed of Settlement in the event it is acceptable to the landowner. 	
NO VOTE TAKEN	

Responsible Officer	Chief Executive Officer
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Resolution No. GM/05.2019/54	
Moved Cr Stanford	Seconded Cr McMullen
That Council close the meeting to the public at 12.56pm.	
CARRIED	7/0

Resolution No. GM/05.2019/55	
Moved Cr McMullen	Seconded Cr Newman
That Council open the meeting to the public at 1.07pm.	
CARRIED	7/0

Resolution No. GM/05.2019/56	
Moved Cr Chandler	Seconded Cr Stanford
That:	
<ol style="list-style-type: none"> 1. The updated Deed of Settlement be provided to the property owner. 2. In the event that the landowner signs the Deed of Settlement, authorise the Chief Executive Officer to sign it on behalf of Council under delegated authority. 	
CARRIED	7/0

Responsible Officer	Chief Executive Officer
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Mayor Golder and Cr. Flynn did not return to the meeting following discussion and debate on the abovementioned item, with Council adjourning the meeting for lunch, during which they returned.

COUNCIL ADJOURNED THE MEETING
FOR LUNCH AT 1.08PM

SUBJECT HEADING: RESUMPTION OF STANDING ORDERS
COUNCIL RESUMED THE MEETING AT 2.12PM

The Chief Executive Officer did not return to the Chamber at the resumption of Standing Orders. The Deputy Chief Executive Officer took the role of 'Acting Chief Executive Officer' during her absence.

CONFIDENTIAL ITEMS CONTINUED (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 LC.1, LC.2 and C.9, which it has deemed to be of a confidential nature and specifically pertaining to the following sections:

- (c) the local government budget;
- (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/05.2019/57

Moved Cr McMullen

Seconded Cr O'Neil

That Council close the meeting to the public at 2.12pm.

CARRIED

9/0

The Chief Executive Officer left the Chamber at 2.12pm, with the Deputy Chief Executive Officer assisting in her absence.

The Chief Executive Officer returned to the Chamber at 2.26pm.

Resolution No. GM/05.2019/58

Moved Cr O'Neil

Seconded Cr McMullen

That Council open the meeting to the public at 2.41pm.

CARRIED

9/0

Resolution No. GM/05.2019/59

Moved Cr O'Neil

Seconded Cr McMullen

That Council close the meeting to the public at 2.42pm to further discuss item C.12 in accordance with Section 275 (d) of the *Local Government Regulation 2012*.

CARRIED

9/0

Cr. Chandler identified that she needed to declare a 'Conflict of Interest' in Item C.12. Council opened the meeting to enable that Conflict to be declared.

Resolution No. GM/05.2019/60**Moved Cr O'Neil****Seconded Cr Newman****That Council open the meeting to the public at 2.44pm.**

CARRIED

9/0

Cr. Chandler declared a 'Conflict of Interest' in the following item, due to her having previously declared a 'Material Personal Interest' in matters pertaining to land sale for arrears of rates following the auction having been conducted, and since concluded. This matter was declared for consistency and Cr. Chandler elected to remove herself from the Chambers.

Cr. Chandler left the Chamber at 2.44pm.

Cr. Chambers left the Chamber at 2.46pm.

Resolution No. GM/05.2019/61**Moved Cr O'Neil****Seconded Cr Newman****That Council close the meeting to the public at 2.47pm.**

CARRIED

7/0

Cr. Chambers returned to the Chamber at 2.50pm.

Resolution No. GM/05.2019/62**Moved Cr McMullen****Seconded Cr Flynn****That Council open the meeting to the public at 2.51pm.**

CARRIED

8/0

The Mayor left the Chamber at 3.02pm, and returned at 3.04pm.

Item Number:**C.12****File Number: D19/38445****SUBJECT HEADING:****LETTER IN RELATION TO LAND SALE FOR ARREARS OF RATES****Officer's Title:****Chief Executive Officer*****Executive Summary:****The report tabled a letter for Council's consideration.***Resolution No. GM/05.2019/63****Moved Cr McMullen****Seconded Cr Golder****That Council:**

- 1. Approve the request, with funds drawn from the surplus available from the Quarter 3 budget review.**

2. Authorise the Chief Executive Officer to communicate with the landowner/ representative about Council's decision.

CARRIED

8/0

Responsible Officer

Chief Executive Officer

At cessation of discussion and debate on the abovementioned item, Cr. Chandler returned to the Chamber at 3.40pm.

Item Number: C.9 **File Number:** D19/38435

SUBJECT HEADING: UPDATE ON THE DRAFT NEW CERTIFIED AGREEMENT

Officer's Title: Chief Executive Officer

Executive Summary:

The report tabled the current draft of the new certified agreement for Council's formal consideration and feedback for the next meeting of the negotiating committee.

The report also provided a further copy of the overview document (Quick Guide) which highlights the key changes between the previous and proposed new agreement/s.

Resolution No. GM/05.2019/64

Moved Cr Chambers

Seconded Cr O'Neil

That Council receive the update.

CARRIED

9/0

Responsible Officer

Chief Executive Officer

Item Number: 10.1 **File Number:** D19/38236

SUBJECT HEADING: COMPLAINT MANAGEMENT POLICY & PROCESS

Officer's Title: Chief Executive Officer

Executive Summary:

Included in Council's new Corporate Plan 2018 – 2023 was to review and implement Council's (new) Complaint Management Policy.

The policy and process has undergone a complete rewrite and aims to provide a 'one stop shop' for our customers to help ensure their complaints are lodged in the right place first time.

With the number of agencies overseeing Council activities, including assessing and investigating complaints, it is often difficult for customers to navigate the correct path.

The new policy will help our customers to know:

- *where to report their complaint;*
- *what to expect (i.e. the key steps involved in handling the complaint);*
- *how long it will take for the outcome of the complaint to be known;*
- *who to contact if they remain dissatisfied with the advised outcome.*

The policy aims to ensure compliance with Council's legislative obligations including but not limited to:

- Local Government Act 2009
- Local Government Regulation 2012
- Crime and Corruption Act 2001

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

Resolution No. GM/05.2019/65	
Moved Cr Chambers	Seconded Cr Newman
That Council adopt the updated Complaint Management Policy and Process as discussed, and place a copy on Council's website for public access.	
CARRIED	9/0

Responsible Officer	Chief Executive Officer
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LATE ITEM

Item Number: L.1 **File Number:** D19/37838

SUBJECT HEADING: APPLICATION FOR FUNDING UNDER COMMUNITY ROAD SAFETY SCHEME

Officer's Title: Regional Grants & Council Events Development Coordinator

Executive Summary:

Council is eligible to apply for funding (up to \$20,000) under the Queensland Government's Community Road Safety Grants (CRSG) Scheme.

Resolution No. GM/05.2019/66	
Moved Cr O'Neil	Seconded Cr McMullen
That Council:	
<ol style="list-style-type: none"> 1. Apply for funding for a road safety initiative aimed at learner drivers under the Queensland Government's Community Road Safety Grants Scheme. 2. Support Visit Roma in an application for a road safety initiative aimed at caravanners/visitors. 3. Authorise the Chief Executive Officer or delegate to sign any applicable agreements if the application is successful. 	
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	Regional Grants & Council Events Development Coordinator
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Cr. Chandler left the Chamber at 3.48pm, and returned at 3.51pm.

LATE CONFIDENTIAL ITEM

Item Number: LC.1 **File Number:** D19/38701

SUBJECT HEADING: BOTTLETREE COURT SUBDIVISION, ROMA

Officer's Title: Lead Town Planner

Executive Summary:

Correspondence was received from the development proponent requiring Council's consideration and response.

Resolution No. GM/05.2019/67

Moved Cr McMullen

Seconded Cr Scheffe

That Council:

1. Give written notice to the correspondent of the email received 10 April 2019 and their nominated representative that Council will:
 - a. Complete the construction of the uncompleted gas works at the cost of \$13,664 plus GST and once the works are completed, Council will give notice to Westpac calling upon Westpac to pay to it the sum of \$13,664 plus GST (or the maximum permitted, namely \$13,920) to cover the costs incurred by the Council.
 - b. Once the uncompleted gas works have been completed by Council and Westpac has paid to Council the sum of \$13,664 plus GST (or the maximum permitted), Council will return to Westpac, Bank Guarantee No.1 for \$44,088 and advise Westpac that Bank Guarantee No.1 is no longer required. As previously advised in our correspondence of 28 March 2019, the uncompleted works bond held for the sewer in the sum of \$30,168 is no longer required.
 - c. Complete the rectification of the roadworks at a cost of \$25,366 plus GST and once the works are completed, Council will give notice to Westpac calling upon Westpac to pay to it the sum of \$25,366 plus GST to cover the costs incurred by the Council.
 - d. Once the uncompleted roads and drainage rectification works have been completed and Westpac has paid to Council the sum of \$25,366 plus GST, Council will return to Westpac, Bank Guarantee No.2 in the sum of \$57,580.63 and advise Westpac that Bank Guarantee No.2 is no longer required. As previously advised in our correspondence of 28 March 2019, the maintenance bonds for water, sewer and stormwater totaling \$20,116 are no longer required.

And:

2. Proceed after seven (7) clear days, to carry out the above infrastructure works and once the works are completed, give notice to Westpac calling up the uncompleted works bond and maintenance bond to cover the costs incurred by Council.

CARRIED

9/0

Responsible Officer

Lead Town Planner

Item Number:

LC.2

File Number: D19/39742

SUBJECT HEADING:

**ROMA & DISTRICT FAMILY HISTORY SOCIETY
 INCORPORATED - REQUEST LETTER OF SUPPORT FOR
 FUNDING APPLICATION AND COUNCIL ASSISTANCE TO
 INSTALL DISABILITY RAMP AT ROMA HISTORY LODGE**

Officer's Title:

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

Executive Summary:

Council received a request from the Roma & District Family History Society Incorporated asking for a letter of support to include in a funding application they are completing for an extension to be added to the History Lodge in McDowall Street Roma. Roma & District Family History Society Incorporated also asked for Council assistance for a disability ramp to be installed along with the extension to make access for its members and the general public easier.

Resolution No. GM/05.2019/68

Moved Cr Chambers

Seconded Cr Newman

That Council:

1. Grant permission for the extension to the Roma Family History Lodge should the Roma & District Family History Society Incorporated be successful in gaining funding and subject to Council building approval.
2. Provide a letter of support and approval for Roma & District Family History Society Incorporated to be included with their funding application.

CARRIED

9/0

Responsible Officer

Facility Lease Management & Housing
 Officer/Team Coordinator

Resolution No. GM/05.2019/69

Moved Cr Chambers

Seconded Cr Newman

That Council:

1. Contribute \$10,000 towards the cost of the ramp, with funds drawn from the Quarter 3 budget surplus.
2. Recommend that the grant application incorporate all elements of the project into one (1) project when seeking funding.

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

Responsible Officer	Facility Lease Management & Housing Officer/Team Coordinator
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LATE VERBAL CONFIDENTIAL ITEM

Item Number: LC.3 **File Number:** N/A

SUBJECT HEADING: MINOR AMENDMENT TO ORGANISATIONAL STRUCTURE

Officer's Title: Chief Executive Officer

Executive Summary:

Approval was requested to amend the organisational structure to incorporate a position previously approved by Council - Resolution Number GM/04.2019/33. The position will report to the Regional Sport & Recreation Development Coordinator.

Resolution No. GM/05.2019/70	
Moved Cr O'Neil	Seconded Cr Chandler
That the position titled: Project Coordinator – Community Based Suicide Prevention be incorporated in the organisational structure.	
CARRIED	9/0

Responsible Officer	Manager - Organisational Development & Human Resources
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CLOSURE

There being no further business, the Mayor thanked Council for their attendance and declared the meeting closed at 3.57pm.

These Minutes are to be confirmed at the next General Meeting of Council to be held on 12 June 2019, at Roma Administration Centre.

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 Mayor.

.....
 Date.