

## **MINUTES OF THE ORDINARY MEETING OF MARANOA REGIONAL COUNCIL HELD AT ROMA ADMINISTRATION CENTRE ON 24 MARCH 2021 SCHEDULED TO COMMENCE AT 9.00AM**

### **ATTENDANCE**

Mayor Cr. T D Golder chaired the meeting with Deputy Mayor Cr. G B McMullen, Cr. J R P Birkett, Cr. M C Edwards, Cr. J L Guthrie, Cr. J M Hancock, Cr. W L Ladbrook, Cr. C J O'Neil (in person from 9.00am – 11.45am and by telephone from 2.22pm to 6.37pm), Cr. W M Taylor, 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 Services – Sharon Frank, Manager Organisational Development & Human Resources – Noela Ward, Manager Facilities (Land, Buildings & Structures) – Tanya Mansfield, Manager Planning and Building Development – Danielle Pearn, Manager Economic & Community Development – Ed Sims, Manager Saleyards – Paul Klar, Environment, Health & Waste Officer – Bob Campbell.

### **WELCOME**

The Mayor welcomed all present and declared the meeting open at 9.14am.

### **CONFIRMATION OF MINUTES**

<b>Resolution No. OM/03.2021/47</b>	
<b>Moved Cr McMullen</b>	<b>Seconded Cr Birkett</b>
<b>That the minutes of the Ordinary Meeting held on 10 March 2021 and the Special Meeting held on 17 March 2021 be confirmed at a later point during the meeting.</b>	
<b>CARRIED</b>	<b>9/0</b>

<b>Responsible Officer</b>	<b>Lead Officer – Elected Members &amp; Community Engagement</b>
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Confirmation of the minutes took place later during the meeting at 7.31pm.

<b>Resolution No. OM/03.2021/48</b>	
<b>Moved Cr Edwards</b>	<b>Seconded Cr Taylor</b>
<b>That the minutes of the Ordinary Meeting held on 10 March 2021 be confirmed.</b>	
<b>CARRIED</b>	<b>8/0</b>

<b>Responsible Officer</b>	<b>Lead Officer – Elected Members &amp; Community Engagement</b>
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**Resolution No. OM/03.2021/49**

**Moved Cr McMullen**

**Seconded Cr Birkett**

**That the minutes of the Special Meeting held on 17 March 2021 be confirmed.**

**CARRIED**

**8/0**

**Responsible Officer**

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

## **CHANGE TO ORDER OF BUSINESS**

### **ITEM LC.5 - ADOPTION OF ORGANISATIONAL STRUCTURE**

The Mayor advised that the first item of business would be Item LC.5 – Adoption of Organisational Structure, as per the last Special Meeting, which was held on 17 March 2021 (Resolution Number SM/03.2021/38).

**Resolution No. OM/03.2021/50**

**Moved Cr Edwards**

**Seconded Cr McMullen**

**In accordance with the provisions of section 254J(3) of the *Local Government Regulation 2012*, that Council resolve to close the meeting [at 9.18am] to the public to discuss confidential items that its Councillors consider is necessary to close the meeting.**

**In accordance with Section 254J(5) of the *Local Government Regulation 2012*, the following table provides:**

- **The matters to be discussed;**
- **An overview of what is to be discussed while the meeting is closed.**

<b>Agenda Item</b>	<b>Matters to be discussed (Reasons to close the meeting under the <i>Local Government Regulation 2012</i>)</b>	<b>Overview</b>
<b>LC.5 – Adoption of Organisational Structure</b>	<b>Section 254J(3)(b) (i) industrial matters affecting employees; AND a matter the local government is required to keep confidential under a law of, or formal arrangement with, the Commonwealth or a State.</b>	<b>The report tables a proposed restructure in compliance with resolution OM/01.2021/72 for Council’s consideration, together with clarifying information about the proposal and potential refinement opportunities.</b>

**CARRIED**

**9/0**

**Responsible Officer**

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

Resolution No. OM/03.2021/51

Moved Cr McMullen

Seconded Cr Birkett

That Council open the meeting to the public [at 10.05am].

CARRIED

9/0

Responsible Officer

Lead Officer – Elected Members & Community Engagement

Item Number:

LC.5

File Number: D21/23627

SUBJECT HEADING:

ADOPTION OF ORGANISATIONAL STRUCTURE

Officer's Title:

Chief Executive Officer

**Executive Summary:**

A copy of the proposed structure in compliance with resolution OM/01.2021/72 was tabled for Council's consideration.

The report also tabled information that Council may wish to consider as part of the adoption decision:

- Clarifying information about the assumptions upon which the initial proposed structure was based;
- 3 opportunities for Council to refine the final structure.

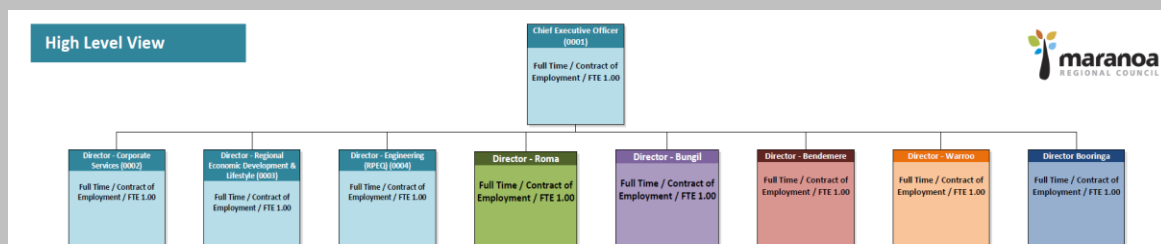
The recommendations aim to take into consideration some of the key pieces of feedback during the community and employee consultation processes.

Moved Cr Golder

Seconded Cr Edwards

That:

1. Council adopt the detailed organisational structure as presented by the Mayor and tabled at the meeting (24 March 2021) to commence full operation from 1 September 2021.



2. Council publish:

- The high level structure for inclusion on Council's website;
- A detailed structure with staff names and teams for internal use.

3. Employees be notified of Council's decision, with individual advice to employees and their representatives for the positions that are directly affected by the adopted changes.

**4. Authorise the Mayor to obtain direct legal advice about the extent to which council can be legally involved in this process with specific reference to the following:**

- a) Input into the formation of the five new Director position descriptions, including essential criteria to ensure that accountabilities and responsibilities reflect Council's strategic intent and that a key prerequisite to selection is that successful applicants must have previous experience at performing this new role or more senior roles to enact the executive decision making required of these new roles;
- b) Input and recommendation of contract term options and Employer of Choice options available to Council including final advertisement to secure the right candidates etc.;
- c) Request any other advice that may be relevant to the strategic intent of the council in relation to these roles, not outlined in above;
- d) Authorise the Mayor to brief and answer any questions and clarifications about the intent of these strategic inclusions and other relevant information as outlined above (requesting legal advice);
- e) Acknowledge that this legal advice will be sent directly to the Mayor and subsequently shared with Councillors and Chief Executive Officer;
- f) Accessing Local Buy Panel of Legal Services with legal fees charged to General Ledger 0250 62094;
- g) Commence the Customer Service transition to promote local Customer Service Centre phone numbers (as we have the existing employees and systems in place, but they will be broadly promoted);
- h) Commence preparation (officers) of a draft 2021/2022 Council budget by both function and local area for Council's consideration, with it being developed in consultation with regional and local employees;
- i) Hold a Special Meeting on 5 May 2021 at 10.00am for Council's review of the draft 2021/2022 budget by both whole of region and local area based on business as usual budget including minimum capital expenditure and rates & charges capped in line with a rates freeze for all categories 2021/2022 draft budget.

NO VOTE TAKEN

Cr Hancock proposed an amendment to the motion, which Mayor Golder indicated he would not accept.

**Moved Cr Hancock**

**Seconded Cr O'Neil**

**We include a budget figure in the resolution.**

MOTION LOST

3/6

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. Hancock	Cr. Birkett
Cr. O'Neil	Cr. Edwards
Cr. Taylor	Cr. Golder
	Cr. Guthrie
	Cr. Ladbrook
	Cr. McMullen

**COUNCIL ADJOURNED THE MEETING**  
 FOR MORNING TEA AT 10.23am

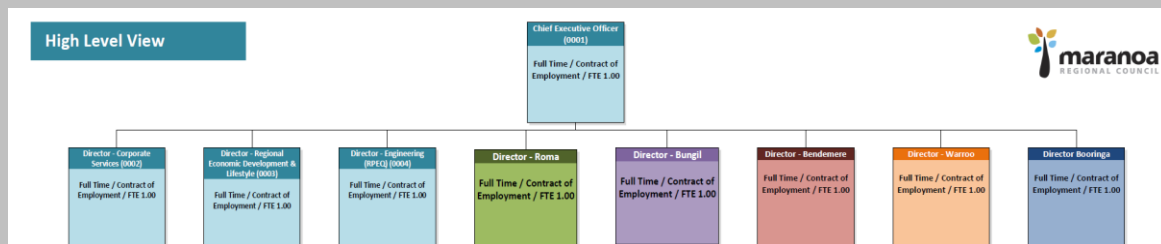
**SUBJECT HEADING: RESUMPTION OF STANDING ORDERS**  
 COUNCIL RESUMED THE MEETING AT 10.58am

Moved Cr Golder

Seconded Cr Edwards

That:

1. Council adopt the detailed organisational structure as presented by the Mayor and tabled at the meeting (24 March 2021) to commence full operation from 1 September 2021.



2. Council publish:

- The high level structure for inclusion on Council's website;
- A detailed structure with staff names and teams for internal use.

3. Employees be notified of Council's decision, with individual advice to employees and their representatives for the positions that are directly affected by the adopted changes.

4. Authorise the Mayor to obtain direct legal advice about the extent to which council can be legally involved in this process with specific reference to the following:

- a) Input into the formation of the five new Director position descriptions, including essential criteria to ensure that accountabilities and responsibilities reflect Council's strategic intent and that a key prerequisite to selection is that successful applicants must have previous experience at performing this new role or more senior roles to enact the executive decision making required of these new roles;
- b) Input and recommendation of contract term options and Employer of Choice options available to Council including final advertisement to secure the right candidates etc.;
- c) Request any other advice that may be relevant to the strategic intent of the council in relation to these roles, not outlined in above;

- d) Authorise the Mayor to brief and answer any questions and clarifications about the intent of these strategic inclusions and other relevant information as outlined above (requesting legal advice);
- e) Acknowledge that this legal advice will be sent directly to the Mayor and subsequently shared with Councillors and Chief Executive Officer;
- f) Accessing Local Buy Panel of Legal Services with legal fees charged to General Ledger 0250 62094;
- g) Commence the Customer Service transition to promote local Customer Service Centre phone numbers (as we have the existing employees and systems in place, but they will be broadly promoted);
- h) Commence preparation (officers) of a draft 2021/2022 Council budget by both function and local area for Council's consideration, with it being developed in consultation with regional and local employees;
- i) Hold a Special Meeting on 5 May 2021 at 10.00am to receive the draft budget based on business as usual budget including minimum capital expenditure and rates & charges capped in line with a rates freeze for all categories 2021/2022 draft budget.

NO VOTE TAKEN

No vote was taken on the motion with Cr Hancock proposing the following motion.

**Moved Cr Hancock**

**Seconded Cr Taylor**

**To include the officer's recommendation as presented in open [agenda] for open [openness] and transparency.**

MOTION LOST

3/6

Cr. Golder called for a division of the vote.

The outcomes were recorded as follows:

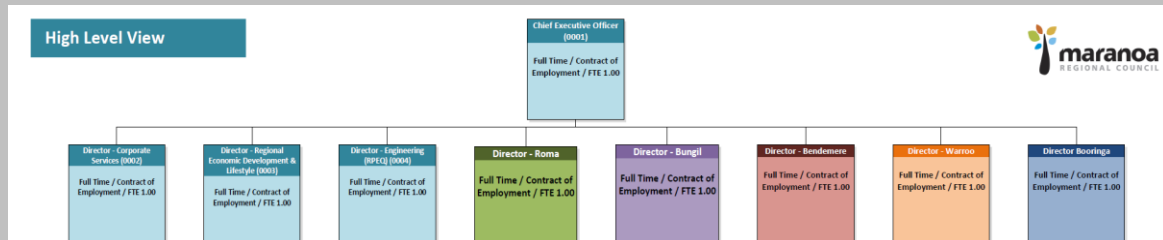
<b>Those in Favour of the Motion</b>	<b>Those Against the Motion</b>
Cr. Hancock	Cr. Birkett
Cr. O'Neil	Cr. Edwards
Cr. Taylor	Cr. Golder
	Cr. Guthrie
	Cr. Ladbrook
	Cr. McMullen

Moved Cr Golder

Seconded Cr Edwards

That:

1. Council adopt the detailed organisational structure as presented by the Mayor and tabled at the meeting (24 March 2021) to commence full operation from 1 September 2021.



2. Council publish:

- The high level structure for inclusion on Council's website;
- A detailed structure with staff names and teams for internal use.

3. Employees be notified of Council's decision, with individual advice to employees and their representatives for the positions that are directly affected by the adopted changes.

4. Authorise the Mayor to obtain direct legal advice about the extent to which council can be legally involved in this process with specific reference to the following:

- a) Input into the formation of the five new Director position descriptions, including essential criteria to ensure that accountabilities and responsibilities reflect Council's strategic intent and that a key prerequisite to selection is that successful applicants must have previous experience at performing this new role or more senior roles to enact the executive decision making required of these new roles;
- b) Input and recommendation of contract term options and Employer of Choice options available to Council including final advertisement to secure the right candidates etc.;
- c) Request any other advice that may be relevant to the strategic intent of the council in relation to these roles, not outlined in above;
- d) Authorise the Mayor to brief and answer any questions and clarifications about the intent of these strategic inclusions and other relevant information as outlined above (requesting legal advice);
- e) Acknowledge that this legal advice will be sent directly to the Mayor and subsequently shared with Councillors and Chief Executive Officer;
- f) Accessing Local Buy Panel of Legal Services with legal fees charged to General Ledger 0250 62094;
- g) Commence the Customer Service transition to promote the local Customer Service Centre phone numbers (as we have the existing employees and systems in place, but they will be broadly promoted).

- h) Commence preparation (officers) of a draft 2021/2022 Council budget by both function and local area for Council's consideration, with it being developed in consultation with regional and local employees.
- i) Hold a Special Meeting on 5 May 2021 at 10.00am to receive the draft budget based on business as usual budget including recommended 'must have' capital expenditure and rates & charges capped in line with a rates freeze for all categories 2021/2022 draft budget.

NO VOTE TAKEN

The Mayor (Mover) and Secunder accepted an amendment to the motion following a suggestion from the Chief Executive Officer.

Cr O'Neil then proposed an amendment to the motion.

**Moved Cr O'Neil**

**Seconded Cr Hancock**

That the recruitment of the Directors occur on a staged approach, and that the Regional Economic Development & Lifestyle Director and the Director for Roma positions be trialled as one (1) position.

MOTION LOST

3/6

Cr. Golder called for a division of the vote.

The outcomes were recorded as follows:

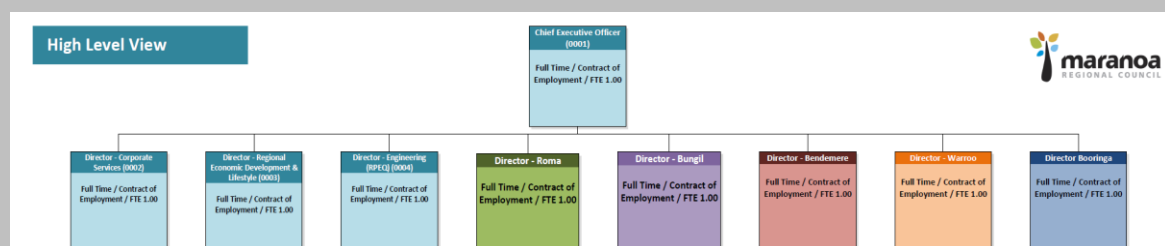
Those in Favour of the Motion	Those Against the Motion
Cr. Hancock	Cr. Birkett
Cr. O'Neil	Cr. Edwards
Cr. Taylor	Cr. Golder
	Cr. Guthrie
	Cr. Ladbrook
	Cr. McMullen

**Moved Cr Golder**

**Seconded Cr Edwards**

That:

1. Council adopt the detailed organisational structure as presented by the Mayor and tabled at the meeting (24 March 2021) to commence full operation from 1 September 2021.





**2. Council publish:**

- The high level structure for inclusion on Council's website;
- A detailed structure with staff names and teams for internal use.

**3. Employees be notified of Council's decision, with individual advice to employees and their representatives for the positions that are directly affected by the adopted changes.**

**4. Authorise the Mayor to obtain direct legal advice about the extent to which council can be legally involved in this process with specific reference to the following:**

- a) Input into the formation of the five new Director position descriptions, including essential criteria to ensure that accountabilities and responsibilities reflect Council's strategic intent and that a key prerequisite to selection is that successful applicants must have previous experience at performing this new role or more senior roles to enact the executive decision making required of these new roles;
- b) Input and recommendation of contract term options and Employer of Choice options available to Council including final advertisement to secure the right candidates etc.;
- c) Request any other advice that may be relevant to the strategic intent of the council in relation to these roles, not outlined in above;
- d) Authorise the Mayor to brief and answer any questions and clarifications about the intent of these strategic inclusions and other relevant information as outlined above (requesting legal advice);
- e) Acknowledge that this legal advice will be sent directly to the Mayor and subsequently shared with Councillors and Chief Executive Officer;
- f) Accessing Local Buy Panel of Legal Services with legal fees charged to General Ledger [02506.2094](#);

**5. Commence the Customer Service transition to promote the local Customer Service Centre phone numbers (as we have the existing employees and systems in place, but they will be broadly promoted).**

**6. Commence preparation (officers) of a draft 2021/2022 Council budget by both function and local area for Council's consideration, with it being developed in consultation with regional and local employees.**

**7. Hold a Special Meeting [no later than 19 May 2021 at 10.00am](#) to receive the draft budget based on a business as usual budget including recommended 'must have' capital expenditure and rates & charges [with the same minimums, same rate in the dollar, and capped at 0%](#) for all categories for the draft 2021/2022 budget.**

**[8. Approve a staged approach to recruitment having regard to re-deployment discussions with existing impacted staff.](#)**

NO VOTE TAKEN

The Mayor (Mover) and Secunder accepted amendments to the motion following further discussion with Councillors, the Chief Executive Officer and executive staff.

Cr O'Neil requested that debate on the abovementioned item be held after lunch (2.00pm), indicating he would again be available to participate in the meeting by telephone.

Cr O'Neil left the meeting at 11.45am.

<b>Resolution No. OM/03.2021/52</b>	
<b>Moved Cr Golder</b>	<b>Seconded Cr McMullen</b>
<b>That we adjourn this debate until 2.00pm for Item LC.5.</b>	
<b>CARRIED</b>	<b>8/0</b>

<b>Responsible Officer</b>	<b>Lead Officer – Elected Members &amp; Community Engagement</b>
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**CONSIDERATION OF NOTICES OF MOTION**

**Item Number:** 8.1 **File Number:** D21/21338

**SUBJECT HEADING:** RESERVE FOR LOCAL GOVERNMENT - LOT 334 ON SP282633

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

**Original Resolution Meeting Date:** 10 May 2017

**Resolution Number:** GM/05.2017/16

*Resolution:*

*That Council:*

1. Investigate development of Lot 338 on WV1628 (old Police Paddock) into smaller paddocks suitable for grazing horses with costings to be considered in 2017/18 budget deliberations.
2. Approve the request from the applicant to graze horses on Lot 334 on SP282633 until 30 July 2017, at which time continuation of grazing on the site will be reviewed.
3. Register easements over Lot 334 on SP282633 to preserve Council infrastructure on the land being the sewerage pump station and drain.
4. Advise the Department Natural Resources and Mines that Council intends to divide Lot 334 on SP282633 and retain the part of the lot adjoining Lot 220 on WV1692, with the balance of the reserve to be revoked and in turn be available for the Department to negotiate a Deed of Grant in Trust or other arrangement with the Mandandanji People.
5. Advise the Department of National Parks, Sport and Racing to make application to the Department Natural Resources and Mines to acquire part of Lot 334 on SP282633 to expand its operations depot.

<b>Resolution No. OM/03.2021/53</b>	
<b>Moved Cr McMullen</b>	<b>Seconded Cr Guthrie</b>
<b>That Council Rescind [Repeal] Resolution Number GM/05.2017/16 stating:</b>	
<b>That Council:</b>	
<ol style="list-style-type: none"> <li>1. Investigate development of Lot 338 on WV1628 (old Police Paddock) into smaller paddocks suitable for grazing horses with costings to be considered in 2017/18 budget deliberations.</li> </ol>	

2. Approve the request from the applicant to graze horses on Lot 334 on SP282633 until 30 July 2017, at which time continuation of grazing on the site will be reviewed.
3. Register easements over Lot 334 on SP282633 to preserve Council infrastructure on the land being the sewerage pump station and drain.
4. Advise the Department Natural Resources and Mines that Council intends to divide Lot 334 on SP282633 and retain the part of the lot adjoining Lot 220 on WV1692, with the balance of the reserve to be revoked and in turn be available for the Department to negotiate a Deed of Grant in Trust or other arrangement with the Mandandanji People.
5. Advise the Department of National Parks, Sport and Racing to make application to the Department Natural Resources and Mines to acquire part of Lot 334 on SP282633 to expand its operations depot.

And replace with:

That Council:

1. Investigate development of Lot 338 on WV1628 (old Police Paddock) into smaller paddocks suitable for grazing horses with costings to be considered in 2017/18 budget deliberations.
2. Approve the request from the applicant to graze horses on Lot 334 on SP282633 until 30 July 2017, at which time continuation of grazing on the site will be reviewed.
3. Register easements over the new lots that will be created as a result of dividing Lot 334 on SP282633, for the purpose of preserving Council infrastructure on the land being the drains.
4. Advise the Department Natural Resources and Mines that Council intends to divide Lot 334 on SP282633 and retain the part of the lot adjoining Lot 220 on WV1692, with the balance of the reserve to be revoked and in turn be available for the Department to negotiate a Deed of Grant in Trust or other arrangement with the Mandandanji People.
5. Advise the Department of National Parks, Sport and Racing to make application to the Department Natural Resources and Mines to acquire part of Lot 334 on SP282633 to expand its operations depot.
6. Authorise the Chief Executive Officer, or delegate, to execute the easement documentation and any other related documentation required to action this Council decision.

CARRIED

8/0

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

### CORPORATE & COMMUNITY SERVICES

Item Number: 11.1 File Number: D21/13169

SUBJECT HEADING: POLICY REVIEW - ADVERTISING SPENDING

Officer's Title: Communications Officer - Infrastructure Services

**Executive Summary:**

*It is a legislative requirement for Council to have a policy regarding advertising spending.*

*The Advertising Spending Policy has been reviewed and was tabled for Council consideration.*

**Resolution No. OM/03.2021/54**

**Moved Cr Taylor**

**Seconded Cr Ladbrook**

**That Council adopt the 'Advertising Spending Policy' as presented.**

CARRIED

8/0

**Responsible Officer**

**Communications Officer - Infrastructure Services / Governance Officer**

Item Number: 11.2

File Number: D21/19020

SUBJECT HEADING: REQUEST FOR USE - INJUNE RODEO AND CUTTING GROUNDS

Officer's Title: Regional Sport & Recreation Development Coordinator

**Executive Summary:**

*The Centenary of Injune will be in June 2022. The Cultural Heritage Injune Preservation Society (CHIPS) is requesting in-kind assistance for the use of the Injune Rodeo and Cutting grounds for the weekend of 18-19 June 2022 to conduct a cattle sale during Centenary celebrations.*

*There will be further requests for Council assistance for the Injune Centenary, however this request requires some urgency due to the project not being able to be commenced until a resolution can be provided to local stock agents to start the process to arrange the cattle sale.*

**Resolution No. OM/03.2021/55**

**Moved Cr Golder**

**Seconded Cr Edwards**

**That Council:**

1. Approve use on the condition that the Injune Rodeo and Cutting user groups have no objections for the Cultural Heritage Injune Preservation Society to conduct a cattle sale during Centenary celebrations on 18-19 June 2022.
2. Request Cultural Heritage Injune Preservation Society provide a copy of their Public Liability Insurance Certificate.
3. Be acknowledged (where possible) in all forms of advertising and media in relation to and during the event.

CARRIED

8/0

**Responsible Officer**

**Regional Sport & Recreation Development Coordinator**

## Declaration of Interest

<b>Item</b>	<b>11.3</b>
Description	Unaddressed Mail Policy
Declaring Councillor	Cr Johanne Hancock
Party with the interest	Myself and another party
Relationship category	Myself and my spouse own Surat Post & News Pty Ltd.
Particulars of the interest	Surat Post & News Pty Ltd. is a licensed post office and it could be seen that the entity and its owners could potentially gain a benefit or suffer a loss depending on the outcome of Council's decision.
Type of conflict	Prescribed conflict of interest (Pertains to the supply of goods and services to Council)
Action	Leave the room while the matter is discussed and voted on.

Cr Hancock left the meeting at 12.08pm.

Cr Ladbroke left the meeting at 12.16pm, and returned at 12.18pm.

**Item Number:** 11.3 **File Number:** D21/13745

**SUBJECT HEADING:** UNADDRESSED MAIL POLICY

**Officer's Title:** Communications Officer - Infrastructure Services

### **Executive Summary:**

*Council distributes several documents, including newsletters and brochures through Australia Post to deliver to the Maranoa community.*

*An unaddressed mail policy has been drafted for Council's review. The purpose of this policy is to establish clear guidelines for Council officers when organising bulk, unaddressed mail from Council to Maranoa householders.*

*Unaddressed mail is mail items that do not feature the householder's address.*

### **Resolution No. OM/03.2021/56**

**Moved Cr Golder**

**Seconded Cr McMullen**

**That the following amendments be incorporated into the draft policy and brought back to Council for adoption:**

- **Licensed Post Offices' (LPO's) always are used where possible;**
- **Item 4.2 that a decision on targeted small scale mail outs and hand delivered mail outs should be subject to judgement of the Director.**

CARRIED

7/0

**Responsible Officer**

**Communications Officer - Infrastructure Services**

### **Section 150FA (2)(e) of the Local Government Act 2009**

For a matter to which the prescribed conflict of interest or declarable conflict of interest relates – the name of each eligible councillor who voted on the matter, and how each eligible councillor voted.

#### **Name of each eligible councillor who voted on the matter:**

Cr. John Birkett, Cr. Mark Edwards, Cr. Tyson Golder, Cr. Julie Guthrie, Cr. Wayne (George) Ladbroke, Cr. Geoff McMullen, Cr. Wendy Taylor.

#### **How each eligible councillors voted:**

Each councillor voted in favour of the motion.

At cessation of discussion and decision on the abovementioned item, Cr. Hancock returned to the meeting at 12.23pm.

## INFRASTRUCTURE SERVICES

**Item Number:** 12.1 **File Number:** D21/20278

**SUBJECT HEADING:** CAPITAL PROJECT AMENDMENT - SURAT POTABLE WATER INTAKE PUMP AND SWITCHBOARD

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

### **Executive Summary:**

*The 2020/21 approved capital works program includes the replacement of two pumps for the potable water intake in Surat and introducing two variable speed drives. These drives cannot fit in the existing electrical switchboard and a new switchboard was recommended.*

### **Resolution No. OM/03.2021/57**

**Moved Cr Birkett**

**Seconded Cr Golder**

#### **The Council:**

1. Note the contents of this report.
2. Approve an additional \$90,000 for project Potable Surface Water Intake Pumps and VSD Surat (Work Order O2220) to include a new switchboard to be installed.
3. Transfer the additional funds from Water Reserves.
4. Investigate that the necessary requirements are met for flood proofing the switch board.

CARRIED

8/0

**Responsible Officer**

**Manager - Water, Sewerage & Gas**

**Item Number:** 12.2 **File Number:** D21/18754

**SUBJECT HEADING:** COMMUNITY ROAD SAFETY GRANTS

**Officer's Title:** Deputy Director / Strategic Road Management Program Funding & Budget Coordinator

### **Executive Summary:**

*The Community Road Safety Grants provide an opportunity for community organisations to support road safety initiatives that drive a change in behaviours and attitudes to road safety in local Queensland communities.*

*The latest round of the Community Road Safety Grants Program is now open. This report provided Council with an overview of the program and a recommendation to provide a submission prior to the grant application close date on 9 April 2021.*

**Resolution No. OM/03.2021/58**

**Moved Cr Golder**

**Seconded Cr Ladbrook**

**That Council:**

1. **Submit an application for funding under the Community Road Safety Grants for the development of an awareness video regarding some unique risks associated with driving on roads in the Maranoa Region, and greater South Western Queensland, with a particular focus on run-off road type crashes.**
2. **Authorise the Chief Executive Officer, or delegate, to sign the funding application and supporting documentation as required.**
3. **Authorise the Chief Executive Officer, or delegate, to sign the funding agreement as required if the project is successful.**
4. **Advocate to the local Department of Transport & Main Roads branch to consider submitting a fatigue management signage project under the program.**

CARRIED

8/0

**Responsible Officer**

**Deputy Director / Strategic Road Management**

**Item Number:**

**12.3**

**File Number: D21/19835**

**SUBJECT HEADING:**

**ASSET MANAGEMENT PLAN - WATER NETWORK, REVISION 4 - MARCH 2021**

**Officer's Title:**

**Manager - Water, Sewerage & Gas**

***Executive Summary:***

*Council is responsible for the management of 275 kilometres of water main and associated infrastructure with a replacement value of \$82,421,884. 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 provides more accurate renewal data and updates the capital upgrades required. It also incorporates the Injune and Surat Water Strategies.*

**Resolution No. OM/03.2021/59**

**Moved Cr Golder**

**Seconded Cr Birkett**

**That Council:**

1. **Receive the Water Network Asset Management Plan (AMP) Revision 4 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.**
4. **Bring back [i.e. through officers], for consideration in the Water Network AMP, an additional bore for location to the east of Roma to ensure water security.**

CARRIED

8/0

**Responsible Officer**

**Manager - Water, Sewerage & Gas**

**Item Number:** 12.4 **File Number:** D21/21253

**SUBJECT HEADING:** REQUEST FOR PARTICIPATION - WORLD HAEMOPHILIA DAY 2021

**Officer's Title:** Deputy Director / Strategic Road Management  
Assets Officer - Transport Network

**Executive Summary:**

*Council received a request from the Haemophilia Foundation Queensland inviting Council to participate in raising awareness of World Haemophilia Day, on 17 April 2021. On this day, organisations are being asked to "Light It Up Red", to indicate support and raise community awareness.*

**Resolution No. OM/03.2021/60**

**Moved Cr Guthrie**

**Seconded Cr McMullen**

**That Council:**

1. Note the email from the Haemophilia Foundation Queensland requesting Council's support for World Haemophilia Day.
2. Support World Haemophilia Day by amending the variable street tree lighting in McDowall Street Roma to display red only on the 17 April 2021.
3. Distribute a media release to inform the community of the reason behind the red colour change in the tree lighting.

CARRIED

8/0

**Responsible Officer**

**Deputy Director / Strategic Road Management**

**Item Number:** 12.5 **File Number:** D21/21499

**SUBJECT HEADING:** REQUEST FOR FUNDING ACKNOWLEDGEMENT SIGNAGE - SANTOS GLNG

**Officer's Title:** Deputy Director / Strategic Road Management

**Executive Summary:**

*Council has received a request from Santos GLNG to install a number of funding acknowledgment signs along road upgrade projects that have been funded by Santos GLNG under the Road Infrastructure Agreement with Council.*

*This report provided Council with a summary of the request, details of where the signs are proposed and options for Council's consideration.*

**Resolution No. OM/03.2021/61**

**Moved Cr Hancock**

**Seconded Cr McMullen**

**That Council endorse the installation of the Santos GLNG funding acknowledgement signs on Emerys Road, Cottage Creek Road, Pickanjinie North Road, Warooby Lane and Mount Saltbush Road provided the costs of manufacture and installation are covered by Santos GLNG.**

CARRIED

8/0

**Responsible Officer**

**Deputy Director / Strategic Road Management**



## DEVELOPMENT, FACILITIES & ENVIRONMENTAL SERVICES

### Declaration of interest

<b>Item</b>	<b>13.1</b>
Description	Mitchell WORK Camp – Provision of Equipment
Declaring Councillor	Cr John Birkett
Person with the interest	Myself and another party
Relationship category	Myself and my parent
Particulars of the interest	My father Gary Birkett is a non-government member of the Mitchell WORK Camp Community Advisory Committee and is likely to have had input into the matter before Council in relation to an application for budget consideration. The Mitchell WORK Camp uses my property to access adjoining blocks to mow.
Type of conflict	Prescribed conflict of interest
Action	Leave the room while the matter is discussed and voted on.

Cr Birkett left the meeting at 12.58pm.

**Item Number:** 13.1 **File Number:** D21/21561

**SUBJECT HEADING:** MITCHELL WORK CAMP - PROVISION OF EQUIPMENT

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

#### **Executive Summary:**

*At the Mitchell WORK Camp Community Advisory Committee meeting held on 23 February 2021, feedback was provided on the provision of equipment by Council to the program. The report prepared by the Mitchell WORK Camp supervisor was attached.*

#### **Resolution No. OM/03.2021/62**

#### **Moved Cr Golder**

**That we lay this on the table until later in the meeting to find out if there is any budget to look at whipper snippers and/or mowers to see if there is anything we can do before waiting for the budget.**

CARRIED

7/0

<b>Responsible Officer</b>	<b>Lead Officer – Elected Members &amp; Community Engagement</b>
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#### **Section 150FA (2)(e) of the Local Government Act 2009**

For a matter to which the prescribed conflict of interest or declarable conflict of interest relates – the name of each eligible councillor who voted on the matter, and how each eligible councillor voted.

#### **Name of each eligible councillor who voted on the matter:**

Cr. Mark Edwards, Cr. Tyson Golder, Cr. Julie Guthrie, Cr. Johanne Hancock, Cr. Wayne (George) Ladbrook, Cr. Geoff McMullen, Cr. Wendy Taylor.

#### **How each eligible councillors voted:**

Each councillor voted in favour of the motion.

Cr. Birkett returned to the meeting at 12.57pm.

**Item Number:** 13.2 **File Number:** D21/18824

**SUBJECT HEADING:** QUEENSLAND FIRE AND EMERGENCY SERVICES (QFES) - REQUEST FOR APPROVAL TO UPGRADE COUNCIL BUILDING - ROMA

**Officer's Title:** Council Buildings & Structures Maintenance Officer / Team Coordination

**Executive Summary:**

*Queensland Fire and Emergency Services (QFES) sought Council endorsement to undertake some minor capital works at the Injune Fire and Rescue and SES Building.*

**Resolution No. OM/03.2021/63**

**Moved Cr McMullen**

**Seconded Cr Ladbrook**

**That Council provide approval to Queensland Fire and Emergency Services (QFES) to install non slip flooring and supply and construct a small breathing apparatus cleaning/storage area at the Injune facility, on the condition that all installations are made by licensed contractors and are compliant with any relevant building legislation.**

CARRIED

8/0

**Responsible Officer**

**Council Buildings & Structures Maintenance Officer / Team Coordination**

**LATE VERBAL ITEM**

**Resolution No. OM/03.2021/64**

**Moved Cr Golder**

**Seconded Cr Birkett**

**That Item L.15 - Approval for Mayor to incur Legal Expenses [*laid on the table at the Ordinary Meeting 24/02/21*]:**

- a) Be added to the agenda and dealt with after the Organisational Structure at 2.00pm;**
- b) Councillors be given a copy of the report that was laid on the table.**

CARRIED

8/0

**Responsible Officer**

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

**COUNCIL ADJOURNED THE MEETING  
FOR LUNCH AT 1.05pm**

**SUBJECT HEADING: RESUMPTION OF STANDING ORDERS  
COUNCIL RESUMED THE MEETING AT 2.03pm**

**Resolution No. OM/03.2021/65**

**Moved Cr Hancock**

**That we deal with Item LC.5 – [Adoption of Organisational Structure] and L.15 – [Approval for Mayor to incur Legal Expenses] [laid on the table at the Ordinary Meeting 24/02/21] until later in the meeting when Cr O’Neil is available.**

CARRIED

8/0

**Responsible Officer**

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

**Item Number:**

**13.3**

**File Number: D21/17816**

**SUBJECT HEADING:**

**DEVELOPMENT APPLICATION FOR MATERIAL CHANGE OF USE - "LOW IMPACT INDUSTRY" (REF: 2020/20190)**

**Location:**

90-92 Charles Street, Roma QLD 4455 (Lot 231 on R8613)

**Applicant:**

Crawfo's Pty Ltd Precinct Urban Planning

**Officer's Title:**

**Planning Officer**

***Executive Summary:***

*Crawfo's Pty Ltd C/- Precinct Urban Planning is seeking a development approval for a Material Change of Use - "Low Impact Industry" (expansion of existing use) on land situated at 90-92 Charles Street, Roma QLD, properly described as Lot 231 on R8613 (the subject premises).*

*The development application is subject to Impact assessment and must be assessed against the assessment benchmarks (to the extent relevant) provided by Section 45 of the Planning Act 2016 and any matters prescribed by regulation. The Development Assessment Rules set out the procedural requirements for the development assessment process.*

*Public notification about the application was carried out in accordance with Part 4 of the Development Assessment Rules and for a period of no less than 15 business days between 24 November 2020 and 15 December 2020. There were no submissions received during this period.*

*The procedural requirements set out by the Development Assessment Rules to enable Council to make a decision on this application have been fulfilled, including a response by the applicant to an Information request issued by the State Assessment and Referral Agency (SARA), public notification about the application and receipt of a referral agency response. The development application is generally consistent with the assessment benchmarks provided by the Planning Act 2016 and any perceived conflict with the assessment benchmarks can be addressed by way of conditions of development approval and having regard to the relevant matters.*

**Resolution No. OM/03.2021/66**

**Moved Cr McMullen**

**Seconded Cr Hancock**

**That the application for a Material Change of Use - "Low Impact Industry" (Extension to existing Low Impact Industry) on land situated at 90-92 Charles Street, Roma QLD 4455, properly described as Lot 231 on R8613, be approved subject to the listed Development conditions and General advice:**

### Development conditions

#### Use

1. The approved development is for a Material Change of Use - "Low Impact Industry" (Extension to existing Low Impact Industry) as defined in the Planning Scheme and as shown on the approved plans and documents.

#### Compliance inspection

2. All conditions relating to the establishment of the approved development must be fulfilled prior to the commencement of use of each approved stage (as applicable), unless noted in these conditions or otherwise permitted by Council.
3. Prior to the commencement of use of each approved development stage, the applicant shall contact Council to arrange a development compliance inspection.

#### Approved plans and documents

4. The approved development is to be carried out in accordance with the following approved plans/documents and subject to the approval conditions. Where there is any conflict between the approval conditions and the details shown on the approved plans, the approval conditions prevail.

Plan/Document Number	Plan/Document Name	Date
00028/20 Issue I	Cover Page	16/12/20
00028/20 Issue I Sheet 1 of 10	Existing Site Plan	16/12/20
00028/20 Issue I Sheet 2 of 10	Stage 1 Site Plan	16/12/20
00028/20 Issue I Sheet 3 of 10	Stage 2 Site Plan	16/12/20
00028/20 Issue I Sheet 4 of 10	Existing Floor Plan	16/12/20
00028/20 Issue I Sheet 5 of 10	Stage 1 Floor Plan	16/12/20
00028/20 Issue I Sheet 6 of 10	Stage 2 Floor Plan (Amended in Red)	16/12/20
00028/20 Issue I Sheet 7 of 10	Elevations (Amended in Red)	16/12/20
00028/20 Issue I Sheet 8 of 10	Indicative Signage Plan	16/12/20
00028/20 Issue I Sheet 9 of 10	Site Development Plan	16/12/20
00028/20 Issue I Sheet 10 of 10	Stormwater Plan Stage 1	16/12/20

#### Development works

5. During the course of constructing the works, the developer shall ensure that all works are carried out by appropriately qualified persons and the developer and the persons carrying out and supervising the work shall be responsible for all aspects of the works, including public and worker safety, and shall ensure adequate barricades, signage and other warning devices are in place at all times.
6. The developer is responsible for locating and protecting any Council and public utility services, infrastructure and assets that may be impacted on during construction of the development. Any damage to existing infrastructure (kerb, road pavement, existing underground assets, etc.) that is attributable to the progress of works on the site or vehicles associated with the development of the site shall be immediately rectified in accordance with the asset owners' requirements and specifications and to the satisfaction of the asset owners' representative(s).

#### Applicable standards

**7. All works must comply with:**

- a) the development approval conditions;
- b) any relevant provisions in the Planning Scheme and the Capricorn Municipal Development Guidelines;
- c) any relevant Australian Standard that applies to that type of work; and
- d) any alternative specifications that Council has agreed to in writing and which the developer must ensure do not conflict with any requirements imposed by any applicable laws and standards.

#### Works in road reserve

- 8. A Works in a Road Reserve Permit will be required from Council for any works associated with the development that are undertaken within the Council road reserve by private contractor/entity. Works include, but are not limited to, cutting work, kerb and channel and site access/crossovers. All works on or near roadways shall be adequately signed in accordance with the “Manual for Uniform Traffic Control Devices – Part 3, Works on Roads”.**

#### Maintain the premises

- 9. The area and its surrounds must be kept in an orderly fashion, free of rubbish and clear of weeds and long grasses. The approved development and the premises are to be maintained in a clean and tidy condition and not to pose any health and safety risks to the community.**

#### Refuse storage

- 10. At all times while the use continues, waste containers shall be provided on the site and maintained in a clean and tidy state and shall be emptied and the waste removed from the site on a regular basis. All waste containers are to be shielded from the view of travelling public and neighbours and accessible by the vehicles used by Council, its agents and/or others.**

#### Landscaping

- 11. The existing bottle trees located adjacent to the development site within the Bowen Street and Charles Street road reserve must be maintained.**
- 12. Landscaping areas proposed as part of Stage 2 of the development are to be provided generally in accordance with Approved plan 00028/20 Sheet 3 of 10 Issue 1 – ‘Stage 2 Site Plan’, dated 16/12/20.**

**Note: Refer to Planning Scheme Policy SC6.2 – Landscaping for Council’s preferred species list.**

- 13. All landscaping works are to be completed prior to the commencement of Stage 2.**
- 14. Site landscaping is to be irrigated during an establishment period of two years, and ground covers should fully cover vegetated areas within one year of planting.**
- 15. All site landscaping is to be maintained throughout the duration of the approved use. Any dead and/or unhealthy plants are to be promptly removed and replaced.**
- 16. Site landscaping must not interfere with electrical infrastructure nor restrict maintenance access to any onsite infrastructure, public utility or easement.**
- 17. Landscaping must not interfere with site lines at access driveways for vehicle traffic.**

#### Access

18. The landowner is responsible for the construction and maintenance of vehicle crossovers from the property boundary to the external road networks and access ways, and for obtaining any approvals that may be required and for complying with the applicable designs and standards.

#### Parking and manoeuvring

19. Existing onsite parking areas must be maintained to cater for Stage 1 of the approved use. At the completion of Stage 2, a minimum of eight (8) car parking spaces are to be maintained on site at all times. PWD spaces are to be provided in accordance with the Building Code of Australia.
20. Car park design, including car parking spaces (widths and lengths), vehicle access lanes and manoeuvring areas are to comply with Australian Standard AS/NZS 2890.1:2004 Part 1: Off-street car parking.
21. Disabled car parking bays are to comply with Australian Standard AS/NZS 2890.6:2009 - Parking Facilities Part 6: Off-street parking for people with disabilities.
22. Onsite service vehicle access, parking and manoeuvring is to be designed in accordance with Australian Standard AS/NZS 2890.2:2004 - Parking facilities Part 2: Off-street commercial vehicle facilities requirements.
23. Vehicle movements within the site are to be clear of proposed parking areas, buildings, and landscape treatments.
24. Vehicle parking bays must not encroach into swept paths for vehicle movements.
25. Vehicles accessing the site and designated onsite parking areas must be able to enter and leave the site in forward direction. All vehicle manoeuvres to and from the onsite parking spaces must be totally contained within the development site boundaries and must not encroach onto the adjacent roadway.
26. All onsite access, parking and manoeuvring areas are to be sealed with an approved impervious surface. Surfacing shall consist of reinforced concrete, concrete pavers, segmental clay pavers, asphaltic hotmix or two coat (primerseal/seal) bitumen seal.

#### Bicycle parking

27. A dedicated area for bicycle parking with a minimum of four (4) spaces is to be provided internally within the development site area. Bicycle parking areas must be well-lit, sheltered and protected from other use areas and traffic.

#### Avoiding nuisance

28. No unreasonable and sustained nuisance is to be caused to adjoining properties and occupiers by the way of noise, smoke, dust, rubbish, contaminant, stormwater discharge or siltation at any time during or after the establishment of the approved development.

Note: Refer to the *Environmental Protection Regulation 2019* for acceptable emission levels.

29. Unless otherwise approved in writing by the Council, approved hours of construction are restricted to Monday – Saturday 6.30am to 6.30pm – noise permitted. Work or business which causes audible noise must not be conducted from or on the subject land outside the above times or on Sundays or Public Holidays.
30. Dust emanating as a result of operations carried out onsite must be continually monitored and suppressed in order to prevent any dust drifting onto road networks, nearby properties and sensitive land uses.

31. Lighting of the site, including any security lighting, shall be such that the lighting intensity does not exceed 8.0 lux at a distance of 1.5 metres from the site at any property boundary.

32. All lighting shall be directed or shielded so as to ensure that no glare directly affects nearby properties.

**Note:** The Queensland Government *Environmental Protection Act 1994* includes controls for light nuisances. Council is responsible for investigating light pollution complaints and enforcing the controls for light nuisances. When investigating a lighting complaint, Council will consider amongst other matters, the amount, duration, characteristics and qualities of the lighting, as well as the sensitivity of the receptor and the potential impact of lighting on adjacent properties.

#### Screening mechanical equipment

33. All mechanical equipment (including air conditioners and the like) and rainwater tanks are to be screened from the adjoining roadway and nearby properties.

#### Services

34. The development site is to be connected to Council's reticulated water supply network in accordance with the Water Services Association of Australia (WSAA) publication and the CMDG Design Guidelines – D11 'Water Reticulation', at no cost to Council.

35. The development site is to be connected to Council's reticulated sewerage disposal system in accordance with the Sewerage Code of Australia and the CMDG Design Guideline - D12 'Sewerage Reticulation', at no cost to Council.

**Note:** Any connection to or works associated with Council's sewerage infrastructure must be completed by a qualified plumber/drainlayer under Council supervision. No works are to be undertaken on Council's sewerage infrastructure without first obtaining the express permission of Council. Any damage caused to Council's sewer infrastructure due to the progression of works or as a result of the approved use must be rectified at the landowner's expense.

36. The development must be connected to an electricity reticulation service in accordance with the relevant service provider's requirements and specifications along with relevant building standards, requirements and specifications.

**Note:** Any renewable energy systems integrated into the development are to contribute to the supply and use of electricity to and from the grid.

37. All services installation, including sewer, water, electricity and telecommunications connections to the respective networks, must comply with (i) the development approval conditions, (ii) any relevant provisions in the planning scheme for the area, (iii) Council's standard designs for such work where such designs exist (iv) the Capricorn Municipal Development Guidelines (CMDG) where it applies (v) any relevant Australian Standard that applies to that type of work and (vi) any alternative specifications that Council has agreed to in writing and which the developer must ensure do not conflict with any requirements imposed by any applicable laws and standards.

38. Any conflicts associated with proposed and existing services shall be forwarded by the developer to the appropriate controlling authority for approval for any proposed changes.

#### **Stormwater and drainage**

39. Stormwater runoff from roofs and impervious surfaces is to be collected internally and piped to a lawful point generally in accordance with Approved plan 00028/20 Sheet 10 of 10 Issue I – ‘Stage 1 Stormwater Stage 1’, dated 16/12/20 and CMDG Design Guidelines D-5 ‘Stormwater Drainage Design’.
40. Stormwater must not be discharged to adjoining properties and must not pond on the property being developed, or adjoining properties during the development process or after the development has been completed.
41. There must be no increases in any silt loads or contaminants in any overland flow from the property being developed during the development process and after the development has been completed.
42. The stormwater disposal system must be designed to include appropriate pollution control devices or methods to ensure no contamination or silting of creeks or other waterways.

#### **Construction activities and erosion control**

43. During the course of any construction activities, soil erosion and sediment must be managed in accordance with the CMDG Design Guidelines D-7 ‘Erosion and Control and Stormwater Management’.
44. If there is a possibility of erosion or silt or other materials being washed off the property during the development process or after the development is completed, the developer must document and implement a management plan that prevents this from occurring.
45. The developer shall immediately clean up and satisfactorily remove any deposited construction material or silt runoff from the development site.
46. Stockpiles of topsoil, sand, aggregate, spoil or other material capable of being moved by the action of running water shall be stored clear of drainage paths and be prevented from entering the road and/or drainage system.
47. Should it be necessary for the road and/or drainage system to be reinstated or cleaned up due to erosion and/or sedimentation from the site, then such works shall be at no cost to Council. Such works shall be undertaken immediately where there is a potential hazard to pedestrians and/or passing traffic.

#### **Advertising signage**

48. Any proposed advertising signage in addition to that identified in the approved development plans, is subject to further development approval unless complaint with the requirements for “Accepted development” or “Accepted development subject to requirements” identified in the planning scheme in force at the time.
49. Any advertising signage associated with the approved use must be fully contained within the development site boundaries and must not encroach into adjoining properties or roads.

#### **No cost to Council**

50. The developer is responsible for meeting all costs associated with the approved development unless there is specific agreement by other parties, including the Council, to meeting those costs. This includes the costs of any services and infrastructure required in connection with the establishment of the development, survey, registration, document lodgment, easement documentation preparation and plan sealing.



#### Latest versions

51. Where another condition refers to a specific published standard, manual or guideline, including specifications, drawings, provisions and criteria within those documents, that condition shall be deemed as referring to the latest versions of those publications that are publicly available at the commencement of the development works, unless a regulation or law requires otherwise.

#### Application documentation

52. It is the developer's responsibility to ensure that all entities associated with this Development Approval have a legible copy of the Decision Notice, Approved Plans and Approved Documents bearing 'Council Approval'.

#### General advice

- (i) Refer to <http://www.cmdg.com.au/> for the Capricorn Municipal Development Guidelines (CMDG).
- (ii) Refer to <http://www.maranoa.qld.gov.au/council-policies> for Council Policies.
- (iii) The relevant planning scheme for this development is Maranoa Planning Scheme 2017. All references to the 'Planning Scheme' and 'Planning Scheme Schedules' within these conditions refer to the above Planning Scheme.
- (iv) Under the Planning Scheme a "Low Impact Industry" means the use of premises for –  
(a) that is the manufacturing, producing, processing, repairing, altering, recycling, storing, distributing, transferring or treating of products; and  
(b) that a local planning instrument applying to the premises states is low impact industry; and  
(c) that complies with any thresholds for the activity stated in a local planning instrument applying to the premises, including, for example, thresholds relating to the number of products manufactured or the level of emissions produced by the activity.
- (v) The *Environmental Protection Act 1994* states that a person must not carry out any activity that causes, or is likely to cause, environmental harm unless the person takes all reasonable and practicable measures to prevent or minimise the harm. Environmental harm includes environmental nuisance. In this regard, persons and entities involved in the operation of the approved development are to adhere to their 'general environmental duty' to minimise the risk of causing environmental harm to adjoining premises.
- (vi) All Aboriginal Cultural Heritage in Queensland is protected under the *Aboriginal Cultural Heritage Act 2003* and penalty provisions apply for any unauthorised harm. Under the legislation a person carrying out an activity must take all reasonable and practicable measures to ensure the activity does not harm Aboriginal Cultural Heritage. This applies whether or not such places are recorded in an official register and whether or not they are located in, on or under private land. The developer is responsible for implementing reasonable and practical measures to ensure the Cultural Heritage Duty of Care Guidelines are met and for obtaining any clearances required from the responsible entity.
- (vii) All persons involved in the development, operation or use of the site have an obligation to take all reasonable and practical measures to prevent or minimise any biosecurity risk under the *Biosecurity Act 2014*.
- (viii) The land use rating category may change upon commencement of any new use on the approved lot(s). Council's current Revenue Statement, which includes the minimum general rate levy for the approved use/s, can be viewed on the Council Website: [www.maranoa.qld.gov.au](http://www.maranoa.qld.gov.au).

<p>(ix) It is the responsibility of the developer to obtain all necessary permits and submit all necessary plans and policies to the relevant authorities for the approved use.</p> <p>(x) An operational works application will be required to be submitted to and approved by Council for any cut and/or filling works that exceed 50m<sup>3</sup>.</p> <p>(xi) Refer to Attachment 5 Adopted Infrastructure Charges Notice for any infrastructure charges applicable to the approved development.</p> <p>(xii) In completing an assessment of the proposed development, Council has relied on the information submitted in support of the development application as true and correct. Any change to the approved plans and documents may require a new or changed development approval. It is recommended that the applicant contact Council for advice in the event of any potential change in circumstances.</p> <p>(xiii) This development approval has been issued during the COVID-19 applicable event declared under 275F of the <i>Planning Act 2016</i>. The period for undertaking the approved development may be subject to an extension of time under section 275R of the <i>Planning Act 2016</i>.</p>	8/0
CARRIED	

Responsible Officer	Planning Officer
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**Item Number:** 13.4 **File Number:** D21/20466

**SUBJECT HEADING:** REQUEST FOR INFRASTRUCTURE CHARGES WAIVER (REF 2020/20038)

**Location:** 109 Raglan Street Roma

**Applicant:** Mistymine Pty Ltd

**Officer's Title:** Manager - Planning & Building Development

**Executive Summary:**

*Council received a request from Mistymine Pty Ltd to waive development infrastructure charges associated with a Material Change of Use for a new business premises catering for a "Low impact industry" at 109 Raglan Street Roma. The application does not meet all of the eligibility criteria of the Development Infrastructure Charges (COVID-19 Stimulus) Concession Policy and therefore the request was presented for Council's consideration.*

<b>Resolution No. OM/03.2021/67</b>	
<b>Moved Cr Golder</b>	<b>Seconded Cr Edwards</b>
<p>That Council approve the request to waive the development infrastructure charges payable for Development Permit 2020/20038 – Material Change of Use (Low impact industry) subject to the applicant meeting all of the applicable Eligibility Criteria in Section 4.0 of Development Infrastructure Charges (COVID-19 Stimulus) Concession Policy, with the exception of Criteria No. 2 and No. 6.</p>	
CARRIED	
8/0	

Responsible Officer	Manager - Planning & Building Development
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Cr O'Neil returned to the meeting by telephone at 2.22pm.

Item Number: 13.5 File Number: D21/16794

SUBJECT HEADING: REGISTER OF LOCALLY SIGNIFICANT FLORA AND FAUNA

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

**Executive Summary:**

*Council requested a report be presented in regard to the development of a register to record locally identified heritage flora and fauna on road sides, reserves, council spaces or special areas (OM/01.2021/36).*

**Resolution No. OM/03.2021/68**

Moved Cr Golder

Seconded Cr Edwards

That:

1. Council consider at a future Council Meeting adoption of a Register of Locally Significant Flora & Fauna Policy to be drafted based on the recommendations included in the body of the report\*.
2. Council invite community members to nominate significant flora and fauna for inclusion in the register.
3. The intent of the register is for items to be included without Council approval and conflict areas be brought to Council for decision.

CARRIED

9/0

**Statement of Reason – Provided by Mayor Golder:**

**I believe that allowing maximum information from the public and flexibility in formation of the policy will make a better outcome for the public and increased delivery measured by the community.**

*\* Note: The recommendations included in the body of the report were as follows:*

1. Council develop a register of locally significant flora on Council controlled lands ie. Parks, natural areas, cemeteries, urban precincts, road reserves and open spaces.
2. The register not apply to privately owned land or state or federal controlled roads including the Warrego Highway.
3. Community members be invited to nominate significant flora to be included on the register.
4. ~~All nominations be presented at Council meeting for decision on inclusion in the register.~~  
 Nominations to include:
  - a description of the flora being nominated;
  - photograph/s;
  - details of the location including GPS points;
  - short statement on the significance of the flora and why it should be preserved.
5. In deciding whether to include nominated flora on the register, Council must ensure that public safety is paramount. In considering a nomination, Council should take into account:
  - If the tree/flora has any historical or memorial significance eg. Ceremonial tree planted by government leaders, or high cultural value e.g. Linked to indigenous culture, current or earlier lifestyle.
  - Any effects on pedestrian or vehicular visibility, or ability to safely traverse a public area.
  - Vicinity to electricity, gas or water lines.
  - Health of the vegetation.
  - Whether the flora is classed as rare or endangered.
  - If the flora is a declared pest species, poisonous or presents conflict or potential conflict to public or privately owned infrastructure including footpaths and buildings.

- If the flora is negatively impacting any neighbouring properties ie. Leaves in gutters or swimming pools, acting as attractant for bats.
  - Australian standards for road construction and maintenance.
6. The register include no plants that are listed as a “Prohibited Species” or a “Restricted Species” under the Biosecurity Act 2014.
  7. For plants listed by the Department of Agriculture and Fisheries as an invasive plant, a risk assessment be undertaken prior to the inclusion of such plants onto the register.
  8. The entire register be reviewed a minimum of every 5 years.
  9. Details of the site be recorded as an overlay in Council’s mapping system.
  10. The register be managed and maintained regionally.
  11. It be a requirement that the local Directors and Overseers ie. Booringa, Bungil, Bendemere, Warroo and Roma Town have an excellent knowledge of the register for their community/area. If works are going to be managed and delivered locally, it is important that there is in-depth knowledge of the register at a local level.
  12. Inclusion on the register does not commit Council to preservation of the flora ie. Council is not responsible for caring for the flora, nor taking action if the flora becomes ill for example due to disease or drought.

<b>Responsible Officer</b>	<b>Manager - Facilities (Land, Buildings &amp; Structures)</b>
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**Item Number:** LC.5 **File Number:** D21/23627

**SUBJECT HEADING:** ADOPTION OF ORGANISATIONAL STRUCTURE

**Officer’s Title:** Chief Executive Officer

**Executive Summary:**

A copy of the proposed structure in compliance with resolution OM/01.2021/72 is tabled for Council’s consideration.

The report also tabled information that Council may wish to consider as part of the adoption decision:

- Clarifying information about the assumptions upon which the initial proposed structure was based;
- 3 opportunities for Council to refine the final structure.

The recommendations aimed to take into consideration some of the key pieces of feedback during the community and employee consultation processes.

**Resolution No. OM/03.2021/69**

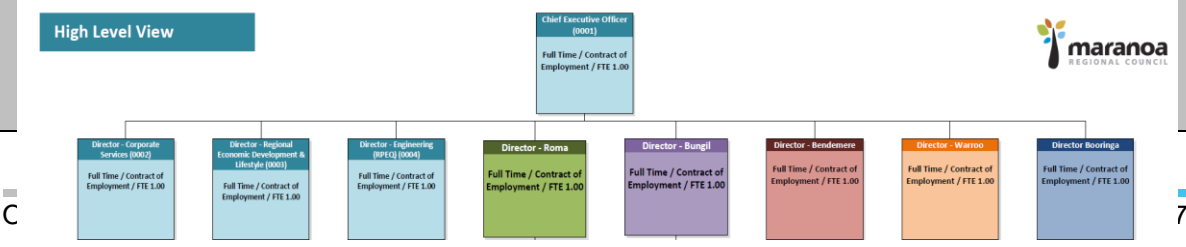
**Moved Cr Golder** **Seconded Cr Edwards**

**At its Special Meeting on 1 September 2021, commencing at 3.00pm, Council resolved:**

**That Council amend Resolution Number OM/03.2021/69 to read as follows (amendments highlighted in red and blue text):**

**That:**

1. Council adopt the detailed organisational structure as presented by the Mayor and tabled at the meeting (24 March 2021) to commence full operation from ~~1 September 2021~~ **5 October 2021**.



1. **Council publish:**
  - The high level structure for inclusion on Council's website;
  - A detailed structure with staff names and teams for internal use.
2. **Employees be notified of Council's decision, with individual advice to employees and their representatives for the positions that are directly affected by the adopted changes.**
3. **Authorise the Mayor to obtain direct legal advice about the extent to which council can be legally involved in this process with specific reference to the following:**
  - a) **Input into the formation of the five new Director position descriptions, including essential criteria to ensure that accountabilities and responsibilities reflect Council's strategic intent and that a key prerequisite to selection is that successful applicants must have previous experience at performing this new role or more senior roles to enact the executive decision making required of these new roles;**
  - b) **Input and recommendation of contract term options and Employer of Choice options available to Council including final advertisement to secure the right candidates etc.;**
  - c) **Request any other advice that may be relevant to the strategic intent of the council in relation to these roles, not outlined in above;**
  - d) **Authorise the Mayor to brief and answer any questions and clarifications about the intent of these strategic inclusions and other relevant information as outlined above (requesting legal advice);**
  - e) **Acknowledge that this legal advice will be sent directly to the Mayor and subsequently shared with Councillors and Chief Executive Officer;**
  - f) **Accessing Local Buy Panel of Legal Services with legal fees charged to General Ledger 02506.2094.**
4. **Commence the Customer Service transition to promote the local Customer Service Centre phone numbers (as we have the existing employees and systems in place, but they will be broadly promoted).**
5. **Commence preparation (officers) of a draft 2021/2022 Council budget by both function and local area for Council's consideration, with it being developed in consultation with regional and local employees.**
6. **Hold a Special Meeting no later than 19 May 2021 at 10.00am to receive the draft budget based on a business as usual budget including recommended 'must have' capital expenditure and rates & charges with the same minimums, same rate in the dollar, and capped at 0% for all categories for the draft 2021/2022 budget.**
7. **Approve a staged approach to recruitment having regard to re-deployment discussions with existing impacted staff.**

CARRIED 6/3

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. Birkett	Cr. Hancock
Cr. Edwards	Cr. O'Neil
Cr. Golder	Cr. Taylor
Cr. Guthrie	
Cr. Ladbrook	
Cr. McMullen	

**Responsible Officer**

**Chief Executive Officer**

**Item Number:**

**L.12**

**File Number: D21/15255**

**SUBJECT HEADING:**

**APPROVAL FOR MAYOR TO INCUR LEGAL EXPENSES**

**Councillor's Title:**

**Cr. Tyson Golder**

***Executive Summary:***

*Request for the Mayor to seek legal advice at the Mayor's discretion for the remainder of this Council term, by accessing the local buy panel of legal services with legal fees charged to General Ledger 02506.2094.*

**Resolution No. OM/03.2021/70**

**Moved Cr Golder**

**That the matter lay on the table until later in the meeting.**

CARRIED

9/0

**Responsible Officer**

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

**Item Number:**

**13.6**

**File Number: D21/19776**

**SUBJECT HEADING:**

**ROMA HISTORICAL RAILWAY CEMETERY**

**Officer's Title:**

**Manager - Facilities (Land, Buildings & Structures)**

***Executive Summary:***

*At the Ordinary Council meeting held on 27 January 2021, Council considered a report in relation to the preservation of the original Roma Town Cemetery. After further discussions with Queensland Rail, Council was asked to consider entering into a formal licence in respect to the land.*

**Resolution No. OM/03.2021/71**

**Moved Cr Edwards**

**Seconded Cr Ladbrook**

**That Council:**

- Acknowledge that the correct lot and plan description for the original Roma Town Cemetery is Lot 355 on Crown Plan WV1915.**

2. Enter into a licence agreement with Queensland Rail over Lot 355 on Crown Plan WV1915 being the site of the original Roma town cemetery.
3. Pursuant to Section 236 of the *Local Government Act 2009*, authorise the Chief Executive Officer, or delegate, to execute the Licence Agreement with Queensland Rail and any other associated documentation.
4. Undertake investigations in regard to practical access to the land and provide a report to a future Council meeting.

CARRIED

9/0

<b>Responsible Officer</b>	<b>Manager - Facilities (Land, Buildings &amp; Structures)</b>
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**COUNCIL ADJOURNED THE MEETING**  
 FOR A BRIEF RECESS AT 2.59pm

**SUBJECT HEADING: RESUMPTION OF STANDING ORDERS**  
 COUNCIL RESUMED THE MEETING AT 3.11pm

**Item Number: 13.7 File Number: D21/20117**

**SUBJECT HEADING: HIBERNIAN HALL - USER AGREEMENT RENEWAL**

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

***Executive Summary:***

*Council has been advised by the Director of WOTS on Gymnastic Fun & Fitness that she would like to renew the user agreement for the use of the Hibernian Hall.*

**Resolution No. OM/03.2021/72**

**Moved Cr Hancock**

**Seconded Cr Birkett**

**That Council:**

1. Enter into an agreement with WOTS on Gymnastic Fun & Fitness for the use of the Hibernian Hall Roma for a period of three (3) years.
2. Charge WOTS on Gymnastic Fun & Fitness a hire fee for a multiple user as per Council fees and charges for the use of the Hibernian Hall for the term of this agreement.
3. Authorise the Chief Executive Officer, or delegate, to execute the User Agreement with WOTS on Gymnastic Fun & Fitness and any other associated documentation.

CARRIED

9/0

<b>Responsible Officer</b>	<b>Facility Lease Management &amp; Housing Officer / Team Coordinator</b>
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**Item Number: 13.8 File Number: D21/20403**

**SUBJECT HEADING: THE GIFTING OF A NEW ROMA EXPRESS MINIATURE TRAIN**

**Officer's Title: Regional Tourism Development Coordinator**

**Executive Summary:**

Council received a letter from Roma Commerce and Tourism Inc (RCAT) with the offer of gifting Council a brand new, specifically manufactured, electric miniature train, valued at \$37,645, to replace Council's existing, aged, and irreparable, miniature train. The letter requested that Council supply electricity, and a light, to the existing train shed to enable the train to be charged at night.

**Resolution No. OM/03.2021/73**

**Moved Cr Hancock**

**Seconded Cr Golder**

**That Council:**

1. **Formally accept the gift of the new miniature train.**
2. **Supply power, and a light, to the existing train shed, using funds from Big Rig Maintenance budget.**
3. **Recognise the new miniature train in Council's asset register, and include it in Council's capital budget.**

CARRIED

9/0

**Responsible Officer**

**Operations Manager – Finance / Regional  
Tourism Development Coordinator**

**Item Number:**

**13.9**

**File Number: D21/21483**

**SUBJECT HEADING:**

**EXTENSION APPLICATION - MATERIAL CHANGE OF  
USE - "INTENSIVE ANIMAL INDUSTRY" (REF:  
2015/19299; C12.318)**

**Location:**

291 Donnybrook Road, Mt Bindango Qld 4455

**Applicant:**

Shaun & Amanda Nolan

**Officer's Title:**

**Manager - Planning & Building Development**

**Executive Summary:**

Council received an Extension Application relating to a Development Permit for a Material Change of Use – "Intensive Animal Industry" (Cattle Feedlot – 3000 Standard Cattle Units) located at 'Amaroo', 291 Donnybrook Road, Roma (properly described as Lot 2 on RP23179).

The development permit is scheduled to lapse on 29 April of this year. The application sought to extend the currency period by 12 months.

**Resolution No. OM/03.2021/74**

**Moved Cr McMullen**

**Seconded Cr Taylor**

**That Council approve a 24-month extension to the currency period for Development Permit 2015/19299; C12.318 for a Material Change of Use – "Intensive Animal Industry" (Cattle Feedlot – 3000 Standard Cattle Units) located at 'Amaroo', 291 Donnybrook Road, Roma (properly described as Lot 2 on RP23179).**

CARRIED

9/0

**Responsible Officer**

**Manager - Planning & Building Development**



## COUNCILLOR BUSINESS

Item Number: 16.1 File Number: D21/19250

SUBJECT HEADING: MICRO TOURISM INITIATIVE FOR THE MARANOA

Councillor's Title: Cr. Tyson Golder

**Executive Summary:**

*That Council put out expressions of interest for contractors to meet with Council and outline their vision on providing opportunities for experiences in the Maranoa promoted online.*

<b>Resolution No. OM/03.2021/75</b>	
<b>Moved Cr Golder</b>	<b>Seconded Cr Ladbrook</b>
<b>That a report be prepared for an upcoming Council meeting.</b>	
CARRIED	9/0

<b>Responsible Officer</b>	<b>Manager – Economic &amp; Community Development</b>
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Item Number: 16.2 File Number: D21/20215

SUBJECT HEADING: PARTNERS POLICY FOR THE MARANOA

Councillor's Title: Cr. Tyson Golder

**Executive Summary:**

*To develop a partners policy from partners in the community that have moved to the Maranoa and what is needed to enhance liveability and attractiveness of our communities.*

<b>Resolution No. OM/03.2021/76</b>	
<b>Moved Cr Golder</b>	<b>Seconded Cr Edwards</b>
<b>That a report be prepared for an upcoming Council meeting, with the direction that part of the report would be embedding this policy in everything Council does to inform the future.</b>	
CARRIED	6/3
Cr. Golder called for a division of the vote. The outcomes were recorded as follows:	
<b>Those in Favour of the Motion</b>	<b>Those Against the Motion</b>
Cr. Birkett	Cr. Hancock
Cr. Edwards	Cr. O'Neil
Cr. Golder	Cr. Taylor
Cr. Guthrie	
Cr. Ladbrook	
Cr. McMullen	

<b>Responsible Officer</b>	<b>Manager – Economic &amp; Community Development</b>
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Cr Birkett, having previously declared a Prescribed Conflict of Interest in the following item, left the meeting prior to discussion and decision on the matter at 3.40pm.

**Item Number:** 13.1 **File Number:** D21/21561

**SUBJECT HEADING:** MITCHELL WORK CAMP - PROVISION OF EQUIPMENT

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

**Executive Summary:**

*At the Mitchell WORK Camp Community Advisory Committee meeting held on 23 February 2021, feedback was provided on the provision of equipment by Council to the program. The report prepared by the Mitchell WORK Camp supervisor was attached.*

**Resolution No. OM/03.2021/77**

**Moved Cr Hancock**

**Seconded Cr Taylor**

**That Council:**

1. Note the report as presented.
2. Consider in 2021/22 budget considerations, allocating funds to replace lawn mowers and whipper snippers supplied for use by the Mitchell WORK Camp.
3. Provide the Mitchell WORK Camp Community Advisory Committee with the opportunity to give input on equipment purchases for use by the program to ensure the equipment meets the skill levels of operators.

CARRIED

8/0

**Responsible Officer**

**Manager - Facilities (Land, Buildings & Structures)**

**Section 150FA (2)(e) of the Local Government Act 2009**

For a matter to which the prescribed conflict of interest or declarable conflict of interest relates – the name of each eligible councillor who voted on the matter, and how each eligible councillor voted.

**Name of each eligible councillor who voted on the matter:**

Cr. Mark Edwards, Cr. Tyson Golder, Cr. Julie Guthrie, Cr Johanne Hancock, Cr. Wayne (George) Ladbrook, Cr. Geoff McMullen, Cr. Cameron O'Neil, Cr. Wendy Taylor.

**How each eligible councillors voted:**

Each councillor voted in favour of the motion.

At cessation of discussion and decision on the abovementioned item, Cr Birkett returned to the meeting at 3.47pm.

**Item Number:** L.12

**File Number:** D21/15255

(Formerly Item L.15 – Ordinary Meeting  
24/02/21)

**SUBJECT HEADING:** APPROVAL FOR MAYOR TO INCUR LEGAL EXPENSES

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

**Executive Summary:**

*Request for the Mayor to seek legal advice at the Mayor's discretion for the remainder of this Council term, by accessing the local buy panel of legal services with legal fees charged to General Ledger 02506.2094.*

Resolution No. OM/03.2021/78

Moved Cr Golder

Seconded Cr Edwards

That:

1. Council approve the Mayor to obtain written legal advice directly to seek advice on how to successfully amend the report (Item L.15 of Ordinary Meeting 24/02/21), for the Mayor to receive legal advice directly by accessing Local Buy Panel for legal services.
2. The legal advice response be shared with Councillors and the Chief Executive Officer.
3. Council assign expenditure to General Ledger 02506.2094.

CARRIED

9/0

Responsible Officer

Chief Executive Officer

### CONFIDENTIAL ITEMS

Resolution No. OM/03.2021/79

Moved Cr McMullen

Seconded Cr Edwards

In accordance with the provisions of section 254J(3) of the *Local Government Regulation 2012*, that Council resolve to close the meeting [at 4.13pm] to the public to discuss confidential items that its Councillors consider is necessary to close the meeting.

In accordance with Section 254J(5) of the *Local Government Regulation 2012*, the following table provides:

- The matters to be discussed;
- An overview of what is to be discussed while the meeting is closed.

Agenda Item	Matters to be discussed (Reasons to close the meeting under the <i>Local Government Regulation 2012</i> )	Overview
C.1 - Environmental Monitoring Proposal	Section 254J(3)(f) matters that may directly affect the health and safety of an individual or a group of individuals.	Council is presented with an environmental monitoring proposal in relation to complaints regarding noise nuisance from industrial businesses.
C.3 - Tabling Emailed Correspondence Wild Desert – Rates Issue		Item Withdrawn
C.4 - Tabling Emailed Correspondence - Blue Lagoon Road, Injune Upgrade	Section 254J(3)(f) matters that may directly affect the health and safety of an individual or a group of individuals.	Council has received correspondence requesting that part of Blue Lagoon Road, Injune be upgraded with a cost sharing arrangement.

<b>C.5 - Tabling Emailed Correspondence - Department of Regional Development, Manufacturing and Water</b>	Section 254J(3)(c) the local government's budget.	The Minister for Regional Development, Manufacturing and Water has invited Council to jointly develop an Urban Water Security Assessment (UWSA) for Roma that will assess the capability of Roma's water supply system to support the community's current and future water demands including the timing and magnitude of potential supply shortfalls.  The UWSA will provide the government with an overview of the long-term water supply situation in Queensland's significant regional communities.
<b>C.6 – Tabling email correspondence – Redford Road Mungallala</b>	Section 254J(3)(f) matters that may directly affect the health and safety of an individual or a group of individuals.	Council has received correspondence in relation to the poor condition of Redford Road, Mungallala – requesting for road maintenance to be done.
<b>C.7 – Roma Saleyards Multi-purpose facility – structural defects</b>	Section 254J(3)(e) (i) legal advice obtained by the local government or legal proceedings involving the local government including, for example, legal proceedings that may be taken by or against the local government; AND a matter the local government is required to keep confidential under a law of, or formal arrangement with, the Commonwealth or a State.	The report provides Council with a summary of the findings and advice received to date and seeks consideration on the next steps in relation to the management of the facility.
<b>C.8 COVID-19 Leased Cafes, Caravan Parks, Car Hire Companies and Hibernian Hall Users</b>	Section 254J(3)(g) negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government.	This report tables further information provided by some tenants in regard to the degree of financial hardship still being suffered due to COVID-19 restrictions.
<b>CARRIED</b>		9/0

<b>Responsible Officer</b>	<b>Lead Officer – Elected Members &amp; Community Engagement</b>
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Cr Birkett left the meeting at 4.45pm, and returned at 4.48pm.

<b>Resolution No. OM/03.2021/80</b>	
<b>Moved Cr Hancock</b>	<b>Seconded Cr Birkett</b>
<b>That Council open the meeting to the public [at 5.17pm].</b>	
<b>CARRIED</b> <span style="float: right;">9/0</span>	

<b>Responsible Officer</b>	<b>Lead Officer – Elected Members &amp; Community Engagement</b>
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<b>Resolution No. OM/03.2021/81</b>	
<b>Moved Cr Hancock</b>	<b>Seconded Cr Birkett</b>
<b>That Council next consider the following items in the order as listed:</b>	
<ul style="list-style-type: none"> <li>• L.5, L.9, L.10, L.4, L.11 and then the remaining items from C.1 onwards.</li> </ul>	
<b>CARRIED</b> <span style="float: right;">9/0</span>	

<b>Responsible Officer</b>	<b>Lead Officer – Elected Members &amp; Community Engagement</b>
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The Chief Executive Officer left the meeting at 5.23pm, with the Deputy Chief Executive Officer taking her place.

Cr Edwards left the meeting at 5.26pm, and returned at 5.30pm.

**Item Number:** L.5 **File Number:** D21/21892

**SUBJECT HEADING:** NEIGHBOURHOOD CENTRE - MARANOA GAMING COMMUNITY INC AGREEMENT

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

**Executive Summary:**

*Council has resolved to enter into an arrangement with the Maranoa Gaming Community Group in relation to the former Roma Neighbourhood Centre. This report provided Council with an update on discussions with the group.*

**Resolution No. OM/03.2021/82**

**Moved Cr Golder**

**Seconded Cr Guthrie**

**That Council receive and note the Officer's report as presented and give feedback to the officers in line with Council's expectation:**

- **User agreement is for the newer section of the building and the spare block once construction equipment is moved off the site.**

CARRIED

9/0

**Responsible Officer**

**Manager - Facilities (Land, Buildings & Structures)**

Cr Birkett left the meeting at 5.32pm, and returned at 5.34pm.

**Item Number:** L.9 **File Number:** D21/23932

**SUBJECT HEADING:** GRANT OPPORTUNITY - QUEENSLAND GOVERNMENT MENTAL HEALTH AND WELLBEING PACKAGE – LOCALISED MENTAL HEALTH INITIATIVES

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

**Executive Summary:**

*Council has been invited to apply for a grant under the Queensland Government Mental Health and Wellbeing Package – Localised Mental Health Initiatives.*

*If successful Council will be required to provide evidence that the funds have been used to “employ an economic development officer” to manage a project which will assist the community to overcome the effects of prolonged drought, and or the ongoing effects of COVID-19.*

*Council was advised of this grant at short notice and because of this Council was offered an extension to submit an application not later than 26 March 2021.*

*The project that the author recommends is the “Maranoa Innovation Network” and if successful we could receive up to \$75,000 with no co-contribution necessary from Council. The funds would continue to sustain the employment of the project manager for the next 2 financial years.*

*This report sought the resolution of Council to submit an application for \$75,000 for the Maranoa Innovation Network.*

**Resolution No. OM/03.2021/83**

**Moved Cr Taylor**

**Seconded Cr Hancock**

**That Council:**

1. **Applies to the Queensland Government Mental Health and Wellbeing Package – Localised Mental Health Initiatives, for a grant of \$75,000 in support of its Maranoa Innovation Network Project.**
2. **Authorise the Chief Executive Officer to submit the application and sign the deed of agreement, if successful.**

CARRIED

9/0

<b>Responsible Officer</b>	<b>Manager - Economic &amp; Community Development</b>
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Cr. Ladbrook left the meeting at 5.35pm.

**Item Number:**

**L.10**

**File Number: D21/21185**

**SUBJECT HEADING:**

**REQUEST FOR FEE WAIVER - DEPARTMENT OF STATE DEVELOPMENT**

**Officer's Title:**

**Support Officer - Economic & Community Development**

***Executive Summary:***

*Council received correspondence from the Department of State Development, Infrastructure, Local Government and Planning requesting a fee waiver for hire and equipment fees, in relation to the use of the Ernest Brock Room, for an industry briefing event which will be held on 27<sup>th</sup> April 2021 starting at 1pm.*

*The event will include the Department's Top Ten Tips for Tendering and an update from QBuild on their forward works schedule. An overview of upcoming projects, upcoming works, requirements for businesses to be considered for the tendering process and a procurement pathway for each respective project will also be discussed. The event will be free for participants to attend.*

**Resolution No. OM/03.2021/84**

**Moved Cr Golder**

**Seconded Cr McMullen**

**That:**

1. **Council waive the hire fee \$360.50 (Inc. GST), with a transfer of funds from the Manager's Materials & Services Budget to the In-kind Minor Budget General Ledger 2887.2246.2001.**
2. **No bond is required.**

CARRIED

8/0

<b>Responsible Officer</b>	<b>Support Officer - Economic &amp; Community Development / Manager - Economic &amp; Community Development</b>
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Cr Ladbrook returned to the meeting at 5.43pm.

<b>Item Number:</b>	<b>L.4</b>	<b>File Number: D21/21583</b>
<b>SUBJECT HEADING:</b>	<b>MATERIAL CHANGE OF USE - " DWELLING HOUSE" (DOMESTIC OUTBUILDING) (REF: 2020/20211)</b>	
<b>Location:</b>	22-24 Arthur Street, Roma Qld 4455 (Lot 11 RP 217132)	
<b>Applicant:</b>	Paul and Vanessa Lavelle	
<b>Officer's Title:</b>	<b>Planning Officer</b>	

**Executive Summary:**

*Paul and Vanessa Lavelle are seeking a development approval for a Material Change of Use - "Dwelling House" (Domestic outbuilding - carport) on land situated at 22-24 Arthur Street, Roma QLD 4455, properly described as Lot 11 on RP217132 (the subject premises).*

*The development involves the construction of an open carport proposed to be located in front of an existing enclosed outbuilding (shed).*

*The development is proposed on land that is partly subject to low flood hazard and therefore requires a development application to be submitted to and approved by Council before any works commence. The development will also result in the total combined floor area of the outbuilding (existing & proposed) exceeding the prescribed maximum floor area for the General Residential Zone. The new component (carport) will also encroach the minimum side boundary setbacks prescribed by the Queensland Development Code. These matters will be considered concurrently with the assessment required as a result of the development being located in a flood hazard area.*

*The development application is subject to Impact assessment and must be assessed against the assessment benchmarks (to the extent relevant) provided by Section 45 of the Planning Act 2016 and any matters prescribed by regulation.*

*Public notification about the application was carried out in accordance with Part 4 of the Development Assessment Rules and for a period of no less than 15 business days between 25 January 2021 and 12 February 2021. There were no submissions received during this period.*

*The procedural requirements set out by the Development Assessment Rules to enable Council to make a decision on this application have been fulfilled, including public notification about the application.*

**Resolution No. OM/03.2021/85**

**Moved Cr Taylor**

**Seconded Cr McMullen**

**The application for a Material Change of Use - "Dwelling House" (Domestic outbuilding - carport) on land situated at 22-24 Arthur Street, Roma QLD 4455, properly described as Lot 11 on RP217132, be approved subject to the listed relevant and reasonable Development conditions and General advice:**

**Development conditions**

**Use**

- 1. The approved development is for a Material Change of Use – "Dwelling House" (Domestic outbuilding – carport) as defined in the Planning Scheme and as shown on the approved plans and documents. It does not authorise any other activity on the premises or the use of the approved building for any other purpose.**

### Compliance inspection

2. All conditions relating to the establishment of the approved development must be fulfilled prior to the approved use commencing, unless otherwise noted in these conditions.
3. Prior to the commencement of the use, the applicant shall contact Council to arrange a development compliance inspection.

### Approved plans and documents

4. The approved development is to be carried out in accordance with the following approved plans/documents and subject to the approval conditions. Where there is any conflict between the approval conditions and the details shown on the approved plans, the approval conditions prevail.

Plan Number:	Plan/Document Name:	Date:
001	Site Plan	23/11/2020
002	Front and Back Elevation	31/10/2020
003	Left and Right Elevation	31/10/2020
004	Floor Plan	31/10/2020

### Building height

5. The approved development must not exceed 4.04 metres in height (measured to the highest point, i.e. roof pitch) above the building pad. The height of the building pad shall be no more than what is reasonably required to prevent stormwater from ponding and must not exceed 150mm above existing ground level.

**Note:** The existing ground level is taken to be the level of the ground prior to the progression of any works on the premises.

### Building size

6. The maximum floor area of the approved “Dwelling house” (Domestic outbuilding - carport) is restricted to 88.74m<sup>2</sup>.

### Building design and materials

7. Building materials and surface finishes must be predominantly within the colour range of the existing “Dwelling house” and local landscape to blend with the surrounding environment.
8. The approved development shall be maintained in good repair and have no visual rust marks.
9. The approved development for a domestic outbuilding (carport) must remain as an open sided structure.

### Building siting

10. The “Dwelling house” (Domestic outbuilding - carport) is to be located generally in accordance with the approved Site Plan (Reference No. 001), ensuring a minimum building setback of 500mm from the eastern side boundary is achieved.



#### **Development works**

11. During the course of constructing the works, the developer shall ensure that all works are carried out by appropriately qualified persons and the developer and the persons carrying out and supervising the work shall be responsible for all aspects of the works, including public and worker safety, and shall ensure adequate barricades, signage and other warning devices are in place at all times.
12. The developer is responsible for locating and protecting any Council and public utility services, infrastructure and assets that may be impacted on during construction of the development. Any damage to existing infrastructure (kerb, road pavement, existing underground assets, etc.) that is attributable to the progress of works on the site or vehicles associated with the development of the site shall be immediately rectified in accordance with the asset owners' requirements and specifications and to the satisfaction of the asset owners' representative(s).

#### **Applicable standards**

13. All works must comply with:
  - a) the development approval conditions;
  - b) any relevant provisions in the Planning Scheme and the Capricorn Municipal Development Guidelines;
  - c) any relevant Australian Standard that applies to that type of work; and
  - d) any alternative specifications that Council has agreed to in writing and which the developer must ensure do not conflict with any requirements imposed by any applicable laws and standards.

#### **Access, parking and manoeuvring**

14. The landowner is responsible for the maintenance of vehicle crossovers from the road carriageway to the property boundary. Should any damage be caused to Lovell Street at the existing access location, it is the landowner's responsibility to ensure this is reinstated. Any repair works are to be undertaken in consultation with Council and at the landowner's expense.

#### **Avoiding nuisance**

15. No nuisance is to be caused to adjoining properties and occupiers by the way of noise smoke, dust, rubbish, contaminant, stormwater discharge or siltation at any time during or after the establishment of the approved development.
16. Lighting of the site, including any security lighting, shall be such that the lighting intensity does not exceed 8.0 lux at a distance of 1.5 metres from the site at any property boundary.
17. All lighting shall be directed or shielded so as to ensure that no glare directly affects nearby properties.
18. The area and its surrounds shall be kept in an orderly fashion, free of rubbish and clear of weeds and long grasses. The approved development and the premises are to be maintained in a clean and tidy condition and not to pose any health and safety risks to the community.

#### **Stormwater and drainage**

19. Stormwater is to be collected and discharged so as to:
  - a) protect the stability of buildings and the use of adjacent land;
  - b) prevent water-logging of nearby land;
  - c) protect and maintain environmental values; and
  - d) maintain access to reticulated infrastructure for maintenance and replacement purposes.

20. Stormwater must not be discharged to adjoining properties and must not pond on the property being developed, or adjoining properties, during the development process or after the development has been completed.
21. Stormwater from the roof and impervious surfaces is to be collected internally and piped to the roadway as the lawful point of discharge for the site. (Refer to Capricorn Municipal Development Guidelines – Stormwater Drainage Design D5).

#### **Flooding**

##### **Safe storage of equipment and materials**

22. All stored goods with the potential to cause harm by way of floating debris or potential contamination of waterways during a flood event must be stored in flood proof containers, adequately secured or located safely above the defined flood event (DFE) level. Any goods, materials or machinery with the potential to cause harm or contamination that is not located above the DFE or in flood proofed containers shall be stored in such a manner to be easily accessed and relocated off-site ahead of a minor or major flood event.

##### **Building design**

23. The building must be designed, constructed, connected and anchored so that, in the event of a flood up to the DFE (as a minimum) it:
  - a) resists flotation, collapse or significant permanent movements, resulting from:
    - i) hydrostatic action;
    - ii) hydrodynamic action;
    - iii) erosion and scouring;
    - iv) wind; and
    - v) any other action; and
  - b) safeguards occupants and other people against illness and injury caused by flood water affecting the building.
24. Building materials and surface treatments used under the DFE level must be resistant to water damage and must not include cavities that would collect water and sediment during a flood event.

#### **Erosion control**

25. Erosion control and silt collection measures must be undertaken as necessary during construction to maintain the quality of stormwater runoff from the development site and prevent any environmental harm.

#### **Latest versions**

26. Where another condition refers to a specific published standard, manual or guideline, including specifications, drawings, provisions and criteria within those documents, that condition shall be deemed as referring to the latest versions of those publications that are publicly available at the time the first operational works or compliance approval is lodged with the assessment manager or approval agency for those types of works to be performed or approved, unless a regulation or law requires otherwise.

#### **Application documentation**

27. It is the developer's responsibility to ensure that all entities associated with the Development Approval have a legible copy of the Decision Notice and the Approved Plans and the Approved Documents bearing 'Council Approval'.

### General advice

- i. The Capricorn Municipal Development Guidelines apply to this development. Refer to <http://www.cmdg.com.au/> for the Capricorn Municipal Development Guidelines (CMDG).
- ii. The relevant planning scheme for this development is the *Maranoa Planning Scheme 2017*. All references to the 'Planning Scheme' and 'Planning Scheme Schedules' within these conditions refer to the above Planning Scheme.
- iii. Under the Planning Scheme a "Dwelling house" means a residential use of premises involving:
  - a) *1 dwelling for a single household and any domestic outbuildings associated with the dwelling; or*
  - b) *1 dwelling for a single household, a secondary dwelling, and any domestic outbuildings associated with either dwelling.*
- iv. The lot comprising the development site (Lot 11 on RP217132) and the adjoining (Lot 12 on RP217132) comprising of the associated dwelling house should be amalgamated prior to the commencement of the use.
- v. All Aboriginal Cultural Heritage in Queensland is protected under the *Aboriginal Cultural Heritage Act 2003* and penalty provisions apply for any unauthorised harm. Under the legislation a person carrying out an activity must take all reasonable and practicable measures to ensure the activity does not harm Aboriginal Cultural Heritage. This applies whether or not such places are recorded in an official register and whether or not they are located in, on or under private land. The developer is responsible for implementing reasonable and practical measures to ensure the Cultural Heritage Duty of Care Guidelines are met and for obtaining any clearances required from the responsible entity.
- vi. The *Environmental Protection Act 1994* states that a person must not carry out any activity that causes, or is likely to cause, environmental harm unless the person takes all reasonable and practicable measures to prevent or minimise the harm. Environmental harm includes environmental nuisance. In this regard, persons and entities involved in the operation of the approved development are to adhere to their 'general environmental duty' to minimise the risk of causing environmental harm to adjoining premises.
- vii. The land use rating category for the site may change upon commencement of any approved use on the site. Council's current Revenue Statement, which includes the minimum general rate levy for the approved use/s is available on the Council website: [www.maranoa.qld.gov.au](http://www.maranoa.qld.gov.au).
- viii. It is the responsibility of the developer to obtain all necessary permits and approvals associated with the development of the site and submit all necessary plans and policies to the relevant authorities for the approved use.
- ix. Any civil engineering and related work shall be designed and supervised by Registered Professional Engineers of Queensland (RPEQ) who are competent in the construction of the works.
- x. An operational works application will be required to be submitted to and approved by Council for any cut and/or filling works that exceed 50m<sup>3</sup>.
- xi. In completing an assessment of the proposed development, Council has relied on the information submitted in support of the development application as true and correct. Any change to the approved operations on the site may require a new or changed development approval. It is recommended to contact Council for advice in the event of any potential change in circumstances.

- xii. This development approval has been issued during the COVID-19 applicable event declared under 275F of the *Planning Act 2016*. The period for undertaking the approved development may be subject to an extension of time under section 275R of the *Planning Act 2016*.

CARRIED

9/0

<b>Responsible Officer</b>	<b>Planning Officer</b>
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Cr Taylor and Hancock left the meeting at 5.50pm, and returned at 5.53pm.

**Item Number:** L.11 **File Number:** D21/21620

**SUBJECT HEADING:** HIRE OF ROMA SALEYARDS POLICY

**Officer's Title:** Manager – Saleyards

***Executive Summary:***

*The purpose of this new policy is to provide relevant information to hirers on what areas of the Roma Saleyards can be hired and what use is permitted e.g. meetings, events, festivals, and industry related forums.*

**Resolution No. OM/03.2021/86**

**Moved Cr Guthrie**

**Seconded Cr Birkett**

**That Council adopt the Hire of Roma Saleyards Policy as presented.**

CARRIED

9/0

<b>Responsible Officer</b>	<b>Manager – Saleyards / Governance Officer</b>
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**Declaration of interest**

<b>Item</b>	<b>L.1</b>
Description	Mt Owen Culvert Replacement (Simpson's Crossing) – Tender Award
Declaring Councillor	Cr Geoff McMullen
Person with the interest	Myself
Relationship category	
Particulars of the interest	Cr McMullen accesses the applicant's paddock as a grazing arrangement for cattle.
Type of conflict	Declarable conflict of interest
Action	Leave the room while the matter is discussed and voted on.

Cr McMullen left the meeting at 5.57pm.

**Item Number:** L.1 **File Number:** D21/21181

**SUBJECT HEADING:** MT OWEN CULVERT REPLACEMENT (SIMPSON'S CROSSING) - TENDER AWARD

**Officer's Title:** Deputy Director / Strategic Road Management  
Senior Engineer

**Executive Summary:**

*Council released a public tender inviting suitable qualified and experienced contractors to submit a lump sum price and supporting documentation for the construction of a reinforced concrete box culvert at Simpson's Crossing on Mt Owen Road. The tender period opened on 15 February 2021, with a closing date 12 March 2021.*

*Responses were evaluated by the Tender Evaluation Panel, which has been summarised in this Officer's Report in the form of a recommendation to appoint a contractor to undertake the works.*

*The project is funded from Queensland Reconstruction Authority and will be reimbursed on a market value of costs basis. The initial cost estimate submitted to the Queensland Reconstruction Authority is sufficient to cover the costs of the project.*

**Resolution No. OM/03.2021/87**

**Moved Cr Birkett**

**Seconded Cr Edwards**

**That Council:**

1. **Select Roma Earthmoving Pty Ltd T/A DMAC Roma as the successful tenderer for Tender 21027– Mt Owen Culvert Upgrade Project.**
2. **Authorise the Chief Executive Officer (or delegate) to enter into final negotiations with Roma Earthmoving Pty Ltd, noting the tendered value of \$428,547.40 inclusive of GST and execute, by way of signing, the construction contract if the final terms are acceptable.**

CARRIED

8/0

**Responsible Officer**

**Deputy Director / Strategic Road Management**

**Section 150FA (2)(e) of the Local Government Act 2009**

For a matter to which the prescribed conflict of interest or declarable conflict of interest relates – the name of each eligible councillor who voted on the matter, and how each eligible councillor voted.

**Name of each eligible councillor who voted on the matter:**

Cr. John Birkett, Cr. Mark Edwards, Cr. Tyson Golder, Cr. Julie Guthrie, Cr. Johanne Hancock, Cr. Wayne (George) Ladbrook, Cr Cameron O'Neil, Cr. Wendy Taylor.

**How each eligible councillors voted:**

Each councillor voted in favour of the motion.

At cessation of discussion and decision on the abovementioned item, Cr McMullen returned to the meeting at 6.00pm.

**Item Number:** L.2 **File Number:** D21/11127

**SUBJECT HEADING:** ROMA YOUTH PRECINCT AND BICENTENNIAL PARK  
 DRAFT MASTER PLAN – ADOPTION FOR COMMUNITY  
 CONSULTATION

**Officer's Title:** Deputy Director / Strategic Road Management  
 Project Officer - Program & Contract Management

**Executive Summary:**

*The Final Draft Roma Youth Precinct Master Plan has been received by Council. The next stage in its development is to seek feedback from the community. It was therefore presented to Council for approval for public release.*

<b>Resolution No. OM/03.2021/88</b>	
<b>Moved Cr Taylor</b>	<b>Seconded Cr Hancock</b>
<b>That Council:</b>	
<ol style="list-style-type: none"> <li>1. Endorse the Draft Roma Youth Precinct Master Plan, and approve the plan for release as part of the next stage of community consultation for the project.</li> <li>2. Be presented with a subsequent report outlining the feedback from the community received as part of this next stage of consultation.</li> </ol>	
CARRIED	9/0

<b>Responsible Officer</b>	<b>Deputy Director / Strategic Road Management</b>
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**Item Number:** L.3 **File Number:** D21/20775

**SUBJECT HEADING:** QUEENSLAND RESILIENCE AND RISK REDUCTION  
 FUND 2020-21 - NOMINATION OF PROJECTS

**Officer's Title:** Deputy Director / Strategic Road Management

**Executive Summary:**

*Council is eligible to submit an expression of interest for funding under the Queensland Resilience and Risk Reduction Fund 2020-21.*

*This report provided an overview of the program and recommended projects to be submitted under the program.*

<b>Resolution No. OM/03.2021/89</b>	
<b>Moved Cr McMullen</b>	<b>Seconded Cr Guthrie</b>
<b>That Council:</b>	
<ol style="list-style-type: none"> <li>1. Submit an expression of interest for the following projects under the Queensland Resilience and Risk Reduction Fund 2020-21:             <ol style="list-style-type: none"> <li>a) Miscamble Street Widening and Drainage Upgrade</li> <li>b) Online Awareness Video: Roma Flood Mitigation Infrastructure</li> </ol> </li> </ol>	

2. Authorise the Chief Executive Officer to sign the submission forms, and any further expression of interest agreements as required.

CARRIED

9/0

Responsible Officer

Deputy Director / Strategic Road Management

Item Number:

L.6

File Number: D21/23361

SUBJECT HEADING:

2021 ORDINARY COUNCIL MEETING SCHEDULE

Officer's Title:

Lead Officer - Elected Members & Community Engagement

**Executive Summary:**

The purpose of this report was to:

1. Provide a review following the conclusion of trial meeting rotations in the towns of Mitchell, Surat, Yuleba and Injune; and
2. Set Council's ordinary meeting schedule for the remainder of 2021.

**Resolution No. OM/03.2021/90**

Moved Cr Golder

Seconded Cr Edwards

That Council:

1. Hold the April meetings on the 2nd and 4th Wednesday of the month in the Council Chambers (Ernest Brock Room if applicable), commencing at 9.00am.
2. Consider the future of the remaining meetings at the next Ordinary meeting.

CARRIED

6/3

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. Birkett	Cr. Hancock
Cr. Edwards	Cr. O'Neil
Cr. Golder	Cr. Taylor
Cr. Guthrie	
Cr. Ladbrook	
Cr. McMullen	

Responsible Officer

Lead Officer - Elected Members & Community Engagement

**Item Number:** L.7 **File Number:** D21/23908

**SUBJECT HEADING:** GAS FOR INDUSTRIAL/COMMERCIAL DEVELOPMENT POLICY

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

**Executive Summary:**

*During the budget deliberations there was a lot of discussion around promoting the use of gas and increasing usage. To this end the tariff for industrial and commercial usage for the top tier was reduced from \$0.035 to \$0.015/MJ.*

*A policy was also developed to further encourage connection to the network but was never formally adopted. This policy has been reviewed and submitted to Council for adoption.*

**Resolution No. OM/03.2021/91**

**Moved Cr Golder**

**That the matter lay on the table for a future briefing or meeting.**

CARRIED

9/0

**Responsible Officer**

**Manager - Water, Sewerage & Gas**

**Item Number:** L.8 **File Number:** D21/23914

**SUBJECT HEADING:** MONTHLY FINANCIAL REPORT AS AT 28 FEBRUARY 2021

**Officer's Title:** Program Funding & Budget Coordinator

**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 period ended 28 February 2021.*

**Resolution No. OM/03.2021/92**

**Moved Cr Hancock**

**Seconded Cr Taylor**

**That the monthly financial report for the period ended 28 February 2021 be received and noted.**

CARRIED

9/0

**Responsible Officer**

**Program Funding & Budget Coordinator**

**COUNCIL ADJOURNED THE MEETING**  
 FOR A BRIEF RECESS AT 6.18pm

**SUBJECT HEADING: RESUMPTION OF STANDING ORDERS**  
 COUNCIL RESUMED THE MEETING AT 2.26pm



## Declarations of interest

<b>Item</b>	<b>C.2</b>
Description	Hibernian Hall – User Agreement Renewal
Declaring Councillor	Cr Wendy Taylor
Person with the interest	Jodie Noon
Relationship category	[Close personal relationship]
Particulars of the interest	Jodie Noon is a family friend of mine and is named in the report.
Type of conflict	Declarable conflict of interest
Action	Leave the room while the matter is discussed and voted on.

<b>Item</b>	<b>LC.1</b>
Description	Internal Review – Assessments 13001193 and 14005151
Declaring Councillor	Cr Johanne Hancock
Person with the interest	Myself and my husband
Relationship category	Surat Post & News Pty Ltd.
Particulars of the interest	It is mentioned in the report about delivery of the assessment notice.
Type of conflict	Declarable conflict of interest
Action	Leave the room while the matter is discussed and voted on.

The Chief Executive Officer returned to the meeting at 6.29pm.

### Resolution No. OM/03.2021/93

Moved Cr McMullen

Seconded Cr Guthrie

In accordance with the provisions of section 254J(3) of the *Local Government Regulation 2012*, that Council resolve to close the meeting to the public [at 6.31pm] to discuss confidential items that its Councillors consider is necessary to close the meeting.

In accordance with Section 254J(5) of the *Local Government Regulation 2012*, the following table provides:

- The matters to be discussed;
- An overview of what is to be discussed while the meeting is closed.

Agenda Item	Matters to be discussed (Reasons to close the meeting under the <i>Local Government Regulation 2012</i> )	Overview
<b>C.2 - Hibernian Hall - User Agreement Renewal</b>	Section 254J(3)(i) a matter the local government is required to keep confidential under a law of, or formal arrangement with, the Commonwealth or a State.	The applicant has applied to renew their user agreement for the Hibernian Hall.
<b>LC.1 - Internal Review - Assessments 13001193 and 14005151</b>	Section 254J(3)(d) rating concessions.	A request for a review of Council decision ( <b>GM/11.2019/88</b> ) for the waiver of debt recovery legal fees is tabled for consideration by the new term of Council.

<b>LC.2- 2021-24 Works for Queensland Project Funding Nominations</b>	Section 254J(3)(i) a matter the local government is required to keep confidential under a law of, or formal arrangement with, the Commonwealth or a State.	This report provides Council with an overview of the program and provides a list of recommended projects for submission prior to the grant funding close date on 9 April 2021.
<b>LC.3 - Application for a Concession - Assessment 14005839</b>	Section 254J(3)(d) rating concessions.	An application for a rating concession has been received for assessment 14005839.
<b>LC.4 – Replacement of Weigh Bridge at Roma Waste Facility</b>	Section 254J(3)(c) (e) the local government's budget; AND legal advice obtained by the local government or legal proceedings involving the local government including, for example, legal proceedings that may be taken by or against the local government.	The deck of the weighbridge at the Roma waste facility has failed and is to be replaced to enable use in accordance with legislation and Council procedures.
<b>CARRIED</b>		<b>9/0</b>

<b>Responsible Officer</b>	<b>Lead Officer – Elected Members &amp; Community Engagement</b>
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Cr Taylor left the meeting at 6.31pm, prior to discussion on Item C.1, and returned to the meeting at 6.33pm, after conclusion of discussions on the matter.

Cr Hancock left the meeting at 6.33pm, prior to discussion on Item LC.1, and returned to the meeting at 6.40pm, after the conclusion of discussions.

Cr O'Neil left the meeting at 6.37pm, and did not return for the remainder of the meeting.

<b>Resolution No. OM/03.2021/94</b>	
<b>Moved Cr Birkett</b>	<b>Seconded Cr Hancock</b>
<b>That Council open the meeting to the public [at 7.13pm].</b>	
<b>CARRIED</b>	<b>8/0</b>

<b>Responsible Officer</b>	<b>Lead Officer – Elected Members &amp; Community Engagement</b>
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**Item Number:** C.1 **File Number:** D21/18254

**SUBJECT HEADING:** ENVIRONMENTAL MONITORING PROPOSAL – ROMA

**Officer's Title:** Manager - Planning & Building Development

***Executive Summary:***

*Council was presented with an environmental monitoring proposal in relation to complaints regarding noise nuisance from industrial businesses.*

<b>Resolution No. OM/03.2021/95</b>	
<b>Moved Cr McMullen</b>	<b>Seconded Cr Guthrie</b>
<b>That:</b>	
<ol style="list-style-type: none"> <li><b>Council engage Rodney Stevens Acoustics to undertake noise monitoring.</b></li> </ol>	

2. Council draw the associated costs from GL- 2061.2001.2001.
3. A report be brought back to Council on the results.

CARRIED

8/0

**Responsible Officer**

**Manager - Planning & Building Development**

Cr Taylor, having previously declared a Declarable conflict of interest in the following item, left the meeting at 7.18pm prior to discussion and decision on the matter.

**Item Number:**

**C.2**

**File Number: D21/20105**

**SUBJECT HEADING:**

**HIBERNIAN HALL - USER AGREEMENT RENEWAL**

**Officer's Title:**

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

***Executive Summary:***

*The applicant has applied to renew their user agreement for the Hibernian Hall.*

**Resolution No. OM/03.2021/96**

**Moved Cr Birkett**

**Seconded Cr Edwards**

**That:**

1. Council enter into a non-exclusive User Agreement with Dance wEST03 for the use of the Hibernian Hall Roma for a period of (3) three years.
2. As a regular, long term hirer of the Hibernian Hall facility charge Dance wEST03 the reduced hourly hire fee of \$14.35 rate frequent users for the term of this agreement.
3. Council require all applicable fees and charges outstanding to be paid prior to acceptance of the renewed agreement.
4. Council authorise the Chief Executive Officer, or delegate, to execute the User Agreement with Dance wEST03 and any other associated documentation.

CARRIED

7/0

**Responsible Officer**

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

**Section 150FA (2)(e) of the Local Government Act 2009**

For a matter to which the prescribed conflict of interest or declarable conflict of interest relates – the name of each eligible councillor who voted on the matter, and how each eligible councillor voted.

**Name of each eligible councillor who voted on the matter:**

Cr. John Birkett, Cr. Mark Edwards, Cr. Tyson Golder, Cr. Julie Guthrie, Cr. Johanne Hancock, Cr. Wayne (George) Ladbrook, Cr. Geoff McMullen.

**How each eligible councillors voted:**

Each councillor voted in favour of the motion.

At cessation of discussion and decision on the abovementioned matter, Cr Taylor returned to the meeting at 7.20pm.

**Item Number:** C.3 **File Number:** D21/21407

**SUBJECT HEADING:** **TABLING EMAILED CORRESPONDENCE - WILD DESERT- RATES ISSUE**

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

**Executive Summary:**  
*Item withdrawn from the Agenda.*

<b>Resolution No. OM/03.2021/97</b>	
<b>Moved Cr Golder</b>	<b>Seconded Cr McMullen</b>
<b>I'd like to withdraw this report.</b>	
<b>CARRIED</b>	<b>8/0</b>

<b>Responsible Officer</b>	<b>Lead Officer – Elected Members &amp; Community Engagement</b>
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**Item Number:** C.4 **File Number:** D21/21405

**SUBJECT HEADING:** **TABLING EMAILED CORRESPONDENCE - BLUE LAGOON ROAD, INJUNE UPGRADE**

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

**Executive Summary:**  
*Council received correspondence requesting that part of Blue Lagoon Road, Injune be upgraded with a cost sharing arrangement.*

<b>Resolution No. OM/03.2021/98</b>	
<b>Moved Cr Golder</b>	<b>Seconded Cr Guthrie</b>
<b>That a report be prepared for an upcoming meeting.</b>	
<b>CARRIED</b>	<b>8/0</b>

<b>Responsible Officer</b>	<b>Deputy Director / Strategic Road Management</b>
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**Item Number:** C.5 **File Number:** D21/21386

**SUBJECT HEADING:** **TABLING EMAILED CORRESPONDENCE - DEPARTMENT OF REGIONAL DEVELOPMENT, MANUFACTURING AND WATER**

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

**Executive Summary:**  
*The Minister for Regional Development, Manufacturing and Water has invited Council to jointly develop an Urban Water Security Assessment (UWSA) for Roma that will assess the capability of Roma's water supply system to support the community's current and future water demands including the timing and magnitude of potential supply shortfalls.*

The UWSA will provide the government with an overview of the long-term water supply situation in Queensland's significant regional communities.

<b>Resolution No. OM/03.2021/99</b>	
<b>Moved Cr Golder</b>	<b>Seconded Cr Birkett</b>
<b>That Council receive and note the letter.</b>	
CARRIED	8/0

<b>Responsible Officer</b>	<b>Lead Officer – Elected Members &amp; Community Engagement</b>
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**Item Number:** C.6 **File Number:** D21/21412

**SUBJECT HEADING:** **TABLING EMAILED CORRESPONDENCE - REDFORD ROAD, MUNGALLALA**

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

***Executive Summary:***

*Council received correspondence in relation to the poor condition of Redford Road, Mungallala – requesting for road maintenance to be done.*

<b>Resolution No. OM/03.2021/100</b>	
<b>Moved Cr Golder</b>	<b>Seconded Cr McMullen</b>
<b>That:</b>	
<ol style="list-style-type: none"> <li><b>1. This correspondence be received and noted and passed on through the customer service system.</b></li> <li><b>2. Write to the author and thank them for their correspondence, noting that it was tabled at a Council meeting.</b></li> </ol>	
CARRIED	8/0

<b>Responsible Officer</b>	<b>Lead Officer – Elected Members &amp; Community Engagement</b>
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**Item Number:** C.7 **File Number:** D20/101887

**SUBJECT HEADING:** **ROMA SALEYARDS MULTI-PURPOSE FACILITY - STRUCTURAL DEFECTS**

**Officer's Title:** **Deputy Director / Strategic Road Management Senior Engineer**

***Executive Summary:***

*The report provided Council with a summary of the findings and advice received to date and sought consideration on the next steps in relation to the management of the facility.*

Resolution No. OM/03.2021/101

Moved Cr Birkett

Seconded Cr Edwards

That:

1. Council engage ~~McCullough Robertson Lawyers~~ **a supplier from the Local Buy Legal Services panel** to further investigate the defects at the Roma Saleyards Multi-Purpose Facility and potential causes of action arising from the defects.
2. The engagement be made in accordance with s 232 of the *Local Government Regulation 2012* that: Council is not required to invite written quotes from multiple entities if the contract is entered into with a supplier from a register of pre-qualified suppliers.
3. Council authorise the Chief Executive Officer (or delegate) to enter into final negotiations with McCullough Robertson Lawyers and raise a purchase order if the final terms are acceptable.

CARRIED

8/0

Responsible Officer

Deputy Director / Strategic Road Management

Point 1 of the abovementioned resolution was amended by Council at its Ordinary Meeting on 23 June 2021 (Refer Resolution Number: OM/0602021/89). The changes are highlighted in red text.

Item Number:

C.8

File Number: D21/16660

SUBJECT HEADING:

COVID-19 LEASED CAFES, CARAVAN PARKS, CAR HIRE COMPANIES AND HIBERNIAN HALL USERS

Officer's Title:

Administration Officer - Land Administration

**Executive Summary:**

*This report tabled further information provided by some tenants in regard to the degree of financial hardship still being suffered due to COVID-19 restrictions. Council had previously resolved to review the fee waivers again in four (4) months' time.*

Resolution No. OM/03.2021/102

Moved Cr Hancock

Seconded Cr Ladbrook

That Council, in reference to the National Cabinet Mandatory Code of Conduct for the SME Commercial Leasing Principles during COVID-19:

1. Provide Jonday Holdings Pty Ltd trading as Thrifty Car Rentals a 30% waiver of lease payments payable under their agreement for car park licence at the Roma Airport backdated to 22 February 2021 and continuing up to and including 30 June 2021.
2. Note that no further COVID-19 lease reprieve is being granted to lessees of other Council facilities.

CARRIED

8/0

Responsible Officer

Administration Officer - Land Administration

**LATE CONFIDENTIAL ITEMS**

Cr. Hancock having previously declared a Prescribed Conflict of Interest in the following matter, left the meeting at 7.27pm, taking no part in discussion or decision on the following item.

**Item Number:** LC.1 **File Number:** D21/21251

**SUBJECT HEADING:** INTERNAL REVIEW - ASSESSMENTS 13001193 AND 14005151

**Officer's Title:** Governance Officer

**Executive Summary:**

*A request for a review of Council decision (GM/11.2019/88) for the waiver of debt recovery legal fees was tabled for consideration by the new term of Council.*

**Resolution No. OM/03.2021/103**

**Moved Cr McMullen**

**That the matter lay on the table until the next meeting.**

CARRIED

7/0

**Responsible Officer**

**Governance Officer / Lead Officer – Elected Members & Community Engagement**

**Section 150FA (2)(e) of the Local Government Act 2009**

For a matter to which the prescribed conflict of interest or declarable conflict of interest relates – the name of each eligible councillor who voted on the matter, and how each eligible councillor voted.

**Name of each eligible councillor who voted on the matter:**

Cr. John Birkett, Cr. Mark Edwards, Cr. Tyson Golder, Cr. Julie Guthrie, Cr. Wayne (George) Ladbrook, Cr. Geoff McMullen, Cr Wendy Taylor.

**How each eligible councillors voted:**

Each councillor voted in favour of the motion.

At cessation of discussion and decision on the abovementioned item, Cr. Hancock returned to the meeting at 7.28pm.

**Item Number:** LC.2 **File Number:** D21/21504

**SUBJECT HEADING:** 2021-24 WORKS FOR QUEENSLAND PROJECT FUNDING NOMINATIONS

**Officer's Title:** Deputy Director / Strategic Road Management Program Funding & Budget Coordinator

**Executive Summary:**

*This report provided Council with an overview of the program and provides a list of recommended projects for submission prior to the grant funding close date on 9 April 2021.*

<b>Resolution No. OM/03.2021/104</b> <b>Moved Cr Golder</b>  <b>We lay this on the table until a future meeting.</b>  CARRIED <span style="float: right;">8/0</span>
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<b>Responsible Officer</b>	<b>Deputy Director / Strategic Road Management / Lead Officer – Elected Members &amp; Community Engagement</b>
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**Item Number:** LC.3 **File Number:** D21/21651

**SUBJECT HEADING:** APPLICATION FOR A CONCESSION - ASSESSMENT 14005839

**Officer's Title:** Rates & Utilities Billing Officer

***Executive Summary:***

*An application for a rating concession has been received for assessment 14005839.*

<b>Resolution No. OM/03.2021/105</b> <b>Moved Cr Golder</b>  <b>We lay this on the table until the next meeting.</b>  CARRIED <span style="float: right;">8/0</span>
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<b>Responsible Officer</b>	<b>Rates &amp; Utilities Billing Officer / Lead Officer – Elected Members &amp; Community Engagement</b>
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**Item Number:** LC.4 **File Number:** D21/22396

**SUBJECT HEADING:** REPLACEMENT OF WEIGHBRIDGE AT ROMA WASTE FACILITY

**Officer's Title:** Environment, Health & Waste Officer

***Executive Summary:***

*The deck of the weighbridge at the Roma waste facility has failed and is to be replaced to enable use in accordance with legislation and Council procedures.*



**Resolution No. OM/03.2021/106**

**Moved Cr McMullen**

**Seconded Cr Edwards**

**That:**

- 1. Council allocate \$72,500 from Work Order 1472.2154.2001 to undertake necessary repairs to the Roma Waste Facility weighbridge.**
- 2. A report be prepared for an upcoming meeting on cost recovery options considering the age of the weighbridge.**

CARRIED

8/0

<b>Responsible Officer</b>	<b>Environment, Health &amp; Waste Officer</b>
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## **CLOSURE**

There being no further business, the Mayor thanked Council for their attendance and declared the meeting closed at 7.32pm.

**These Minutes are to be confirmed at the next Ordinary Meeting of Council to be held on 14 April 2021, at Roma Administration Centre.**

.....  
Mayor.

.....  
Date.