

# NOTICE OF MEETING & AGENDA

## Ordinary Meeting

**Wednesday 12 May 2021**

Roma Administration Centre

### NOTICE OF MEETING

Date: 4 May 2021

Mayor:

Councillor T D Golder

Deputy Mayor:  
Councillors:

Councillor G B McMullen  
Councillor J R P Birkett  
Councillor M C Edwards  
Councillor J L Guthrie  
Councillor J M Hancock  
Councillor W L Ladbrook  
Councillor C J O'Neil  
Councillor W M Taylor

Chief Executive Officer:

Ms Julie Reitano

Executive Management:

Mr Rob Hayward (Deputy Chief Executive Officer/Director  
Development, Facilities & Environmental Services)  
Ms Sharon Frank (Director Corporate & Community Services)

Attached is the agenda for the **Ordinary Meeting** to be held at the Roma Administration Centre on 12 May, 2021 at 9.00AM.

A handwritten signature in black ink, appearing to read 'Julie Reitano', is written over a horizontal line.

Julie Reitano  
**Chief Executive Officer**

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## **Next General Meeting**

- To be held at the Roma Administration Centre on 26 May 2021.

## **Confidential Items**

In accordance with the provisions of section 254J(3) of the *Local Government Regulation 2012*, a local government may resolve to close a meeting to the public to discuss confidential items that it's Councillors or members consider it necessary to close the meeting.

### **C Confidential Items**

- C.1 Tender Award - Asphalt Overlay of Queen Street, Roma (Stage 1)**  
**Classification:** Closed Access  
Local Government Regulation 2012 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.

## **Councillor Business**

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## **Closure**

**MINUTES OF THE ORDINARY MEETING OF MARANOA REGIONAL COUNCIL HELD AT ROMA ADMINISTRATION CENTRE ON 28 APRIL 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 Ladbroke, Cr. C J O'Neil, 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, Deputy Director / Strategic Road Management – Cameron Hoffmann, Manager Community Safety – Samantha Thrupp, Manager Water, Sewerage & Gas – Graham Sweetlove, Manager Facilities (Land, Buildings & Structures) – Tanya Mansfield, Manager Economic & Community Development – Ed Sims, Manager Planning & Building Development – Danielle Pearn, Associate to the Director / Directorate Budget & Emergency Management Coordination – Gemma Lines.

**WELCOME**

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

The meeting resumed at 9.32am.

**CONFIRMATION OF MINUTES**

**Resolution No. OM/04.2021/43**

**Moved Cr Edwards**

**Seconded Cr Taylor**

**That the minutes of the Ordinary Meeting held on 14 April 2021 be confirmed, inclusive of the following amendment (highlighted in red text):**

**Resolution No. OM/04.2021/34**

**That:**

- 1. Council grant the applicant a concession under section 120(1)(d) of the *Local Government Regulation 2012* for the amount of \$40,000.**
- 2. This concession will be applied to the 2020/21 assessment period for the period of the 12 months.**

**CARRIED**

**9/0**

**Responsible Officer**

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

**Resolution No. OM/04.2021/44**

**Moved Cr McMullen**

**Seconded Cr Guthrie**

**That the minutes of the Special Meeting held on 21 April 2021 be confirmed.**

**CARRIED**

**9/0**

**Responsible Officer**

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

## CONDOLENCES

Resolution No. OM/04.2021/45

Moved Cr O'Neil

Seconded Cr McMullen

That Council on behalf of the Maranoa community express our condolences of the passing of former Councillors John Dearden and Lex Mason, and that the thoughts of our community is with the Dearden and Mason families at this time.

CARRIED

9/0

Responsible Officer

Lead Officer – Elected Members & Community Engagement

## ON THE TABLE

### Declaration of Interest

Item	5.1
Description	Unaddressed Mail Policy
Declaring Councillor	Cr Johanne Hancock
Person with the interest	Myself and husband Graham Hancock
Relationship category	Surat Post & News Pty Ltd
Particulars of the interest	Surat Post & News Pty Ltd have a contract with Council for the supply of goods and services in relation to unaddressed mail delivery.
Type of conflict	Prescribed conflict of interest
Action Leave	Leave the room while the matter is discussed and voted on.

Cr Hancock left the meeting at 9.38am.

Item Number:

5.1

File Number: D21/30119

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/04.2021/46

Moved Cr O'Neil

Seconded Cr Ladbrook

That Council adopt the Unaddressed Mail Policy as presented.

CARRIED

8/0

Responsible Officer

Communications Officer - Infrastructure Services

At cessation of discussion and decision on the matter, Cr Hancock returned to the meeting at 9.39am.

**Section 150F A (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. Cameron O'Neil, Cr. Wendy Taylor.

**How each eligible councillor voted:**

Each councillor voted in favour of the motion.

The following Items had been laid on the table at a prior meeting:

- L.1 – Gas for Industrial/Commercial Development Policy
- LC.3 – Tender 21028 Mobile Camp – Hoganthulla Road Project

**CONSIDERATION OF NOTICES OF MOTION**

**Item Number:** 8.1 **File Number:** D21/30487

**SUBJECT HEADING:** ROMA NEIGHBOURHOOD CENTRE - MARANOA GAMING COMMUNITY INCORPORATED

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

**Original Resolution Meeting Date:** 25 November 2020

**Resolution Number:** OM/11.2020/80

**Resolution:**

**That Council:**

1. Conduct a structural and electrical safety inspection of the facility, noting the requested area.
2. Proceed with minor works able to be accommodated within the Facilities budget.
3. Provide the facility 'as is' subject to a satisfactory safety inspection report.
4. Following items 1, 2, and 3 authorise the Chief Executive Officer (CEO) to enter into a user agreement with Maranoa Gaming Community Incorporated for 12 months running a youth drop in facility for the Maranoa.

**Resolution No. OM/04.2021/47**

**Moved Cr Golder**

**Seconded Cr Guthrie**

**That Council Rescind Resolution Number OM/11.2020/80 stating:**

**That Council:**

1. Conduct a structural and electrical safety inspection of the facility, noting the requested area.
2. Proceed with minor works able to be accommodated within the Facilities budget.
3. Provide the facility 'as is' subject to a satisfactory safety inspection report.
4. Following items 1, 2, and 3 authorise the Chief Executive Officer (CEO) to enter into a user agreement with Maranoa Gaming Community Incorporated for 12 months running a youth drop in facility for the Maranoa.

**And replace with-**

**That Council:**

1. Conduct a structural and electrical safety inspection of the facility, noting the requested area.
2. Proceed with minor works able to be accommodated within the Facilities budget.
3. Provide the facility 'as is' subject to a satisfactory safety inspection report.
4. Following items 1, 2, and 3 authorise the Chief Executive Officer (CEO) to enter into a lease with Maranoa Gaming Community Incorporated for 12 months running a youth drop in facility for the Maranoa.

**CARRIED**

**9/0**

<b>Responsible Officer</b>	<b>Facility Lease Management &amp; Housing Officer / Team Coordinator</b>
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## **BUSINESS**

### **CORPORATE & COMMUNITY SERVICES**

**Item Number:** 11.1

**File Number:** D21/30425

**SUBJECT HEADING:**

**DISTRESSED ANIMALS AND WELFARE CONCERNS - BIOSECURITY QUEENSLAND RESPONSE**

**Officer's Title:**

**Manager - Community Safety**

#### ***Executive Summary:***

*This report detailed the response provided to Council from Biosecurity Queensland as a result of enquiries made with the Department on the feasibility of Council being able to log welfare concerns on behalf of residents. The response includes the official procedure for logging an animal welfare complaint in Queensland.*

**Resolution No. OM/04.2021/48**

**Moved Cr Golder**

**Seconded Cr McMullen**

**That Council:**

1. Note the response provided by Biosecurity Queensland and continue to work closely with the local Biosecurity Queensland to increase public awareness of how to report welfare concerns.
2. Investigate and implement if possible adding the RSPCA Queensland link on Council's website so people can report issues on the RSPCA page.

CARRIED

9/0

<b>Responsible Officer</b>	<b>Manager - Community Safety</b>
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**Item Number:**

**11.2**

**File Number: D21/29582**

**SUBJECT HEADING:**

**CONSIDERATION OF COUNCILLOR ATTENDANCE AT  
UPCOMING ASSEMBLY AND FORUM**

**Officer's Title:**

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

***Executive Summary:***

*The purpose of this report was to formalise elected member attendance at an upcoming assembly and forum as part of advocacy activities and/or enhancing strategy and policy development for the Maranoa Regional Council.*

**Resolution No. OM/04.2021/49**

**Moved Cr O'Neil**

**Seconded Cr Birkett**

**That Council:**

1. Endorse the attendance of Cr McMullen at the Western Queensland Alliance of Councils on 17 – 19 May 2021 in Richmond.
2. Endorse the attendance of Cr Guthrie at the LGAQ Natural Resource Management Forum on 25 May 2021 in Charleville.
3. Draw applicable registration, travel costs and accommodation costs from attending Councillors' conference budget allocation.

CARRIED

9/0

<b>Responsible Officer</b>	<b>Lead Officer - Elected Members &amp; Community Engagement</b>
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**Item Number:** 11.3 **File Number:** D21/30739

**SUBJECT HEADING:** MONTHLY FINANCIAL REPORT AS AT 31 MARCH 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 31 March 2021.*

**Resolution No. OM/04.2021/50**

**Moved Cr Hancock**

**Seconded Cr Taylor**

**That the Monthly Financial Report for the period ended 31 March 2021 be received and noted.**

**CARRIED**

**9/0**

**Responsible Officer**

**Program Funding & Budget Coordinator**

**INFRASTRUCTURE SERVICES**

Cr. Ladbroke left the meeting at 10.06am, and returned at 10.08am.

**Item Number:** 12.1 **File Number:** D20/37151

**SUBJECT HEADING:** WATER RESTRICTIONS REVIEW

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

***Executive Summary:***

*Council resolved at a previous meeting that a report reviewing water restriction levels for the entire region be presented. This report was in response to that resolution.*

**Resolution No. OM/04.2021/51**

**Moved Cr Hancock**

**That we lay this on the table for a future meeting.**

**CARRIED**

**9/0**

**Responsible Officer**

**Manager - Water, Sewerage & Gas**

**Item Number:** 12.2 **File Number:** D21/25482

**SUBJECT HEADING:** **ASSET MANAGEMENT PLAN SEWERAGE NETWORK, REVISION 2 - MARCH 2021**

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

**Executive Summary:**

*Council is responsible for the management of 132 kilometres of sewer network and associated infrastructure with a replacement value of \$72,134,681. 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 updates renewal data and the capital upgrades required.*

**Resolution No. OM/04.2021/52**

**Moved Cr Birkett**

**Seconded Cr Guthrie**

**That Council:**

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

CARRIED

9/0

**Responsible Officer**

**Manager - Water, Sewerage & Gas**

Cr. O'Neil left the meeting at 10.20am.

**Item Number:** 12.3 **File Number:** D21/25551

**SUBJECT HEADING:** **ASSET MANAGEMENT PLAN GAS NETWORK, REVISION 3 - MARCH 2021**

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

**Executive Summary:**

*Council is responsible for the management of 39 kilometres of gas main and associated infrastructure, with a replacement value of \$8,305,921. 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.*

**Resolution No. OM/04.2021/53**

**Moved Cr Birkett**

**Seconded Cr Ladbrook**

**That Council:**

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

**CARRIED**

**8/0**

**Responsible Officer**

**Manager - Water, Sewerage & Gas**

Cr O'Neil returned to the meeting at 10.24am.

**DEVELOPMENT, FACILITIES & ENVIRONMENTAL SERVICES**

**Item Number:**

**13.1**

**File Number: D21/23922**

**SUBJECT HEADING:**

**INJUNE DISASTER MANAGEMENT GENERATOR  
PLACEMENT & REQUEST FOR AMENDMENT TO 2020-  
2021 CAPITAL BUDGET**

**Officer's Title:**

**Associate to the Director / Directorate Budget &  
Emergency Management Coordination**

***Executive Summary:***

*This report sought Council's consideration on the placement of the Disaster Management Generator at the Injune Customer Service Office. Consideration was also sought for the amendment of the 2020-2021 Capital Works Budget WO22284 – Disaster Management Generators – Yuleba and Injune.*

**Resolution No. OM/04.2021/54**

**Moved Cr Golder**

**Seconded Cr Guthrie**

**That:**

1. Council give in principle approval for the placement of the Disaster Management Generator at the back of the Injune Customer Service Centre and consult with the affected community groups, businesses and staff on the final site of the generator.
2. Council investigate a generator with the capacity that can power all the Council buildings in the precinct including the future CHIPS Building.
3. The Capital Works Budget Work Order 22284 be entirely allocated to purchase, deliver and install the generator at the Injune Customer Service Centre.
4. A backup generator for the Yuleba Council Office and Service Centre, with costings be sought for budget deliberations.

*[Wording for this resolution was amended by Mayor Golder a number of times as a result of progressive discussions between Councillors and staff].*

**CARRIED**

**9/0**

**Responsible Officer**

**Associate to the Director / Directorate Budget  
& Emergency Management Coordination**

**COUNCIL ADJOURNED THE MEETING**  
 FOR A MORNING TEA AT 10.38am

**SUBJECT HEADING: RESUMPTION OF STANDING ORDERS**  
 COUNCIL RESUMED THE MEETING AT 11.19am

**Item Number:** 13.2 **File Number:** D21/30477

**SUBJECT HEADING:** YULEBA MEMORIAL HALL - KITCHEN UPGRADE

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

**Executive Summary:**

*The Yuleba Memorial Hall Committee has been successful in obtaining grant funding from the Gambling Community Benefit Fund to upgrade the kitchen in the Yuleba Memorial Hall.*

**Resolution No. OM/04.2021/55**

**Moved Cr McMullen**

**Seconded Cr Hancock**

**That Council grant permission to the Yuleba Memorial Hall Committee to undertake planned upgrades to the kitchen in the Yuleba Memorial Hall.**

**CARRIED**

**9/0**

**Responsible Officer**

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

**Item Number:** 13.3 **File Number:** D21/30480

**SUBJECT HEADING:** CLOSURE OF LIBRARY SERVICES FOR STAFF TO ATTEND TRAINING IN 2021

**Officer's Title:** Lead Librarian

**Executive Summary:**

*The report tabled a request for the closure of library services to conduct staff training workshops on Thursday, 18 June & Thursday, 2 December 2021.*

**Resolution No. OM/04.2021/56**

**Moved Cr Taylor**

**Seconded Cr O'Neil**

**That:**

- 1. Council endorse the closure of Council Library Services to allow all staff to attend staff training workshops on Thursday, 17 June and Thursday, 2 December 2021.**
- 2. A policy be developed.**

***[Wording amended by Cr Taylor to incorporate reference to developing a policy in this regard, following a suggestion from Cr O'Neil].***

**CARRIED**

**9/0**

**Responsible Officer**

**Lead Librarian / Manager – Economic & Community Development**

## DECLARATION OF INTEREST

<b>Item</b>	<b>13.4</b>
Description	Applications Through Regional Arts Development Fund (RADF) Program
Declaring Councillor	Cr Mark Edwards
Person with the interest	Wendy Henning
Relationship category	Related by marriage
Particulars of the interest	Wendy Henning is a member of Council's RADF Assessment Committee but did not participate in this particular grant assessment.
Type of conflict	Declarable conflict of interest (voluntary declaration)
Action	I wish to participate in discussion and decision making. Other councillors will vote on that and any conditions.

### Resolution No. OM/04.2021/57

Moved Cr Taylor

Seconded Cr Guthrie

That it is in the public interest that Cr Edwards participates and votes on agenda item 13.4 because a reasonable person would trust that the final decision is made in the public interest.

CARRIED

8/0

Responsible Officer	Lead Officer – Elected Members & Community Engagement
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Item Number:

13.4

File Number: D21/30116

SUBJECT HEADING:

APPLICATIONS THROUGH REGIONAL ARTS  
DEVELOPMENT FUND (RADF) PROGRAM

Officer's Title:

Specialist - Arts & Culture

### **Executive Summary:**

Council's Regional Arts Development Fund (RADF) Committee has reviewed three funding applications for arts and cultural projects, from Round 1, 2020/21, which closed on 1 March 2021.

### Resolution No. OM/04.2021/58

Moved Cr Hancock

Seconded Cr Taylor

That Council endorse the Regional Arts Development Fund (RADF) Committee's grant assessment recommendations for applications received under Round 1, 2020/21.

CARRIED

9/0

Responsible Officer	Specialist - Arts & Culture
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Item Number: 13.5 File Number: D21/30141

SUBJECT HEADING: REQUEST FOR SPONSORSHIP - ROMA AND DISTRICT EISTEDDFOD 2021

Officer's Title: Specialist - Arts & Culture

**Executive Summary:**

*The Roma and District Eisteddfod Committee has requested sponsorship from Council for their event to be held 13 – 15 October 2021. Council has supported this request in past years, and accordingly it is recommended that support be provided.*

**Resolution No. OM/04.2021/59**

Moved Cr Birkett

Seconded Cr Edwards

That:

1. Council provide in principle support for the request.
2. The amount of \$400 (Gold Sponsorship for the Roma & District Eisteddfod), be incorporated in an upcoming budget review for the current financial year.

*[Wording amended by Cr Birkett, following discussion with Councillors and suggestions from the Director and Chief Executive Officer].*

CARRIED

9/0

Responsible Officer

Specialist - Arts & Culture

Item Number: 13.6 File Number: D21/30380

SUBJECT HEADING: REQUEST FOR FINANCIAL SUPPORT - QUEENSLAND BALLET

Officer's Title: Specialist - Arts & Culture

**Executive Summary:**

*The Queensland Ballet is seeking a multi-year partnership with Maranoa Regional Council for an annual investment of \$1,500 per year over three years 2021-2023 to deliver workshops over two days each year.*

Moved Cr Golder

That Council:

1. Give financial assistance in this financial year (2020/21) to Queensland Ballet to deliver two full days workshops.
2. Allocate funds from the Arts & Culture Budget GL 2885.2001.2001 of up to \$1,500.
3. Write to Queensland Ballet and commit that Council will budget for the subsequent two (2) financial years the amount of \$1,500 for each budget year.
4. Authorise the Chief Executive Officer (CEO) to sign the agreement on behalf of Maranoa Regional Council.

NO VOTE TAKEN

**Resolution No. OM/04.2021/60**

**Moved Cr O'Neil**

**That we lay it on the table until later in today's meeting to circulate that information [letter of request from Queensland Ballet].**

**CARRIED**

**9/0**

**Responsible Officer**

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

## **LATE ITEMS**

Cr Taylor stated, in regard to the following item:

I would like to advise Council that I initially thought that I may have a conflict of interest in the following matter as a company that my spouse and I are Directors for (Nickbury Pty Ltd) own land at Raglan Street. However, upon further enquiry, clarification has been sought and provided that the policy is only focussing on land where the gas main hasn't yet been extended to. The property for which I have an interest already has the gas main passing it, therefore there will be no potential benefit or loss from Council's deliberations on this matter.

**Item Number:**

**L.1**

**File Number: D21/26076**

**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/MJ 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 was submitted to Council for adoption.*

**Resolution No. OM/04.2021/61**

**Moved Cr Golder**

**Seconded Cr Birkett**

**That the draft Gas for Industrial/Commercial Development Policy be again presented at a future meeting, following consideration of the following intent for the area outside the defined gas network area (Section 4.4) -**

- **contract for gas connection is signed 12 months before supply is given.**

***[Wording amended by Mayor Golder following discussion with the Director and Chief Executive Officer to provide clarity on the intent of the proposed change to the policy].***

**CARRIED**

**9/0**

**Responsible Officer**

**Manager - Water, Sewerage & Gas**

**Item Number:** L.2 **File Number:** D21/32125  
**SUBJECT HEADING:** MATERIAL CHANGE OF USE - "DWELLING HOUSE"  
 (DOMESTIC OUTBUILDING) (REF: 2021/20283)  
**Location:** 383 Corfe Road, Roma QLD 4455 (Lot 264 on SP271326)  
**Applicant:** Suellen Kirkbride  
**Officer's Title:** Planning Officer

**Executive Summary:**

*Council received a development application for a Material change of use - "Dwelling House" (Domestic outbuilding) on land situated at 383 Corfe Road, Roma QLD 4455, properly described as Lot 276 SP271326.*

*The application proposed an extension to an existing outbuilding that will result in the gross floor area significantly exceeding the maximum floor area prescribed for a domestic outbuilding on land less than 10ha in area in the Rural zone.*

**Moved Cr Golder**

The application for a Material change of use - "Dwelling House" (Domestic outbuilding) on land situated at 383 Corfe Road, Roma QLD 4455, properly described as Lot 276 SP271326 be approved.

NO VOTE TAKEN

**Responsible Officer**

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

**Resolution No. OM/04.2021/62**

**Moved Cr O'Neil**

That this lay on the table until later in the meeting *[to include any development conditions in the instance that Council approve the application]*.

CARRIED

9/0

**Responsible Officer**

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

**Item Number:** L.3 **File Number:** D21/32676  
**SUBJECT HEADING:** NOMINATIONS FOR FOSSIL EMBLEM FOR QUEENSLAND  
**Councillor's Title:** Cr. Tyson Golder

**Executive Summary:**

*Council has been invited by the Premier of Queensland to nominate a local fossil for the official State fossil emblem and for the Mayor to be part of the Advisory Panel.*



**Resolution No. OM/04.2021/63**
**Moved Cr Golder**
**Seconded Cr Edwards**
**That Council:**

1. Nominate Mayor Golder to be a representative on the Advisory Panel.
2. Consider the Rhoetosaurus Brownei or Minmi [Paravertebra] Fossil (with final selection based the fossil being found in the Maranoa Region and other locations), as a nomination of a local fossil for the Fossil Emblem for Queensland.

**CARRIED**
**9/0**
**Responsible Officer**
**Lead Officer – Elected Members & Community Engagement**
**Declaration of Interest**

Item	C.2
Description	Application to Permanently Close a Section of Road Adjoining Lot 31 on SP178386
Declaring Councillor	Cr Tyson Golder
Person with the interest	Self
Relationship category	
Particulars of the interest	This road is near a rural property that I own and there will be no potential gain, profit or loss to me.
Type of conflict	Declarable conflict of interest
Action	I do not wish to take part in discussion or decision making and I will leave the room while the matter is discussed and voted on.

**Declaration of Interest**

Item	C.3
Description	Concession Application – Assessment 15011919
Declaring Councillor	Cr Julie Guthrie
Person with the interest	Nick Guthrie
Relationship category	Nick Guthrie is my son
Particulars of the interest	My son is a close family friend of the applicant
Type of conflict	Declarable conflict of interest
Action	I wish to participate in discussion and decision making. Other councillors will vote on that and any conditions.

**Resolution No. OM/04.2021/64**
**Moved Cr Taylor**
**Seconded Cr McMullen**
**That it is in the public interest that Cr Guthrie participates and votes on agenda item C.3 because a reasonable person would trust that the decision is made in the public interest.**
**CARRIED**
**8/0**
**Responsible Officer**
**Lead Officer – Elected Members & Community Engagement**

## Declaration of Interest

<b>Item</b>	<b>LC.2</b>
Description	Legal Proceedings (Ref: 2013/18600)
Declaring Councillor	Cr Mark Edwards
Person with the interest	Self
Relationship category	
Particulars of the interest	I was a submitter to the original application by the company – We Kando Pty Ltd (Provided a written submission – an objection to the original application).
Type of conflict	Declarable conflict of interest
Action	I will leave the room while the matter is discussed and voted on.

Cr. Ladbrook left the meeting at 12.27pm, and returned at 12.29pm.

## Declaration of Interest

<b>Item</b>	<b>LC.2</b>
Description	Legal Proceedings (Ref: 2013/18600)
Declaring Councillor	Cr Tyson Golder
Person with the interest	Self
Relationship category	
Particulars of the interest	I was an appellant in the original legal proceedings in relation to the decision on the company's (We Kando Pty Ltd) development application.
Type of conflict	Declarable conflict of interest
Action	I will leave the room while the matter is discussed and voted on.

## CONFIDENTIAL REPORTS

Resolution No. OM/04.2021/65

Moved Cr Hancock

Seconded Cr O'Neil

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 12.34pm] 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.1 - Application for Conversion of Tenure - Lot 12 on I71822</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 Department of Resources seeks Council's views on an application it has received for conversion of Term Lease (TL) 0/236657 over Lot 12 on I71822.
<b>C.2 - Application to Permanently Close a Section of Road adjoining Lot 31 on SP178386</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.	Council has received an application for the permanent closure of a section of road adjoining land described as Lot 31 on SP178386.
<b>C.3 - Concession Application - Assessment 15011919</b>	Section 254J(3)(d) rating concessions.	The applicants have requested that Council address the loss of rates capping due to their properties being amalgamated.
<b>C.4 - Claim for Vehicle Damage</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.	Council has received a claim for damages relating to an incident that occurred when a vehicle was travelling past the Injune Washdown facility.
<b>LC.1 - Proposed Conversion of Leases - Lot 112 on WV1190 and Lot 10 on I71821</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 Department of Resources seeks Council's views on proposed conversions of Term Lease (TL) 0/218008 over Lot 112 on WV1190 and Special Lease (SL) 36/52638 over Lot 10 on I71821.
<b>LC.2 - Legal Proceedings (Ref: 2013/18600)</b>	Section 254J(3)(e) 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.	This report provides an update on proceedings in the Planning and Environment Court.
<b>LC.3 - Tender 21028 Mobile Camp - Hoganthulla Road Project</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.	At the Council Meeting held on 14 April 2021, a report was considered by Council regarding Tender Number 21028: Mobile Camp – Hoganthulla Road Project.  It was resolved that the tender be dealt with at the next Ordinary

		<p>Meeting of Council [being 28 April 2021], with the provision of additional information to be provided for Council for consideration of the matter. The additional information was requested through the Resolution OM/04.2021/21 and OM/04.2021/22.</p> <p>This report retabulates the matter and provides the additional information as requested for Council's consideration.</p>
CARRIED		9/0

<b>Responsible Officer</b>	<b>Lead Officer – Elected Members &amp; Community Engagement</b>
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Mayor Golder, having previously declared a Declarable conflict of interest in Item C.2, left the meeting at 12.36pm, taking no part in discussions on the matter. The Deputy Mayor took the role of Acting Chair in the Mayor's absence.

Cr Edwards, having previously declared a Declarable conflict of interest in Item LC.2, left the meeting at 12.50pm. Mayor Golder remained out of the meeting for this item, having also declared a Declarable conflict of interest for LC.2.

Discussion ceased on Item LC.2 with Mayor Golder & Cr Edwards returning during recess for lunch.

**COUNCIL ADJOURNED THE MEETING**  
FOR LUNCH AT 1.02pm

**SUBJECT HEADING: RESUMPTION OF STANDING ORDERS**  
COUNCIL RESUMED THE MEETING IN CLOSED SESSION AT 2.09pm

Mayor Golder was not present at the resumption of Standing Orders and the Deputy Mayor continued in the role of Acting Chair.

Mayor Golder returned to the meeting at 2.13pm, assuming the Chair.

Mayor Golder left the meeting at 2.38pm, and returned at 2.39pm.

Cr Birkett left the meeting at 2.56pm.

<b>Resolution No. OM/04.2021/66</b>	
<b>Moved Cr O'Neil</b>	<b>Seconded Cr Edwards</b>
<b>That Council open the meeting to the public [at 2.57pm].</b>	
CARRIED	
8/0	

<b>Responsible Officer</b>	<b>Lead Officer – Elected Members &amp; Community Engagement</b>
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Cr Birkett returned to the meeting at 2.58pm.

**Item Number:** 13.6 **File Number:** D21/30380

**SUBJECT HEADING:** REQUEST FOR FINANCIAL SUPPORT - QUEENSLAND BALLET

**Officer's Title:**

**Specialist - Arts & Culture**

**Executive Summary:**

The Queensland Ballet are seeking a multi-year partnership with Maranoa Regional Council for an annual investment of \$1,500 per year over three years 2021-2023 to deliver workshops over two days each year.

This item had been laid on the table earlier during the meeting, pending Councillors being provided a copy of the letter of request. This now to hand, Council resumed its deliberations.

**Resolution No. OM/04.2021/67**

**Moved Cr Golder**

**Seconded Cr McMullen**

**That Council:**

1. Give financial assistance in this financial year (2020/21) to Queensland Ballet to deliver two full days workshops.
2. Allocate funds from the Arts & Culture Budget GL 2885.2001.2001 of up to \$1,500.
3. Write to Queensland Ballet and commit that Council will budget for the subsequent two (2) financial years the amount of \$1,500 for each budget year.
4. Authorise the Chief Executive Officer (CEO) to sign the agreement on behalf of Maranoa Regional Council.

CARRIED

9/0

**Responsible Officer**

**Specialist - Arts & Culture**

**Item Number:**

**L.2**

**File Number: D21/32125**

**SUBJECT HEADING:**

**MATERIAL CHANGE OF USE - "DWELLING HOUSE"  
(DOMESTIC OUTBUILDING) (REF: 2021/20283)**

**Location:**

383 Corfe Road, Roma QLD 4455 (Lot 264 on SP271326)

**Applicant:**

Suellen Kirkbride

**Officer's Title:**

**Planning Officer**

**Executive Summary:**

Council received a development application for a Material change of use - "Dwelling House" (Domestic outbuilding) on land situated at 383 Corfe Road, Roma QLD 4455, properly described as Lot 276 SP271326.

The application proposed an extension to an existing outbuilding that will result in the gross floor area significantly exceeding the maximum floor area prescribed for a domestic outbuilding on land less than 10ha in area in the Rural zone.

This matter had been laid on the table pending further information, this now to hand, Council resumed its deliberations.

**Resolution No. OM/04.2021/68**

**Moved Cr Golder**
**Seconded Cr McMullen**

[That] the application for a Material Change of Use - "Dwelling House" (Extension to Domestic outbuilding) on land situated at 383 Corfe Road, Roma QLD 4455, properly described as Lot 264 on SP271326, be approved subject to the listed relevant and reasonable Development conditions and General advice:

**Use**

1. The approved development is a Material Change of Use - "Dwelling house" (extension to Domestic outbuilding) as defined in the Planning Scheme and as shown on the approved plans. It does not authorise the use of the "Dwelling house" (Domestic outbuilding) for any other activity.
2. A development permit for building works must be obtained prior to commencing construction of the "Dwelling house" (extension to Domestic outbuilding).

**Compliance inspection**

3. 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.
4. Prior to the commencement of the use, the applicant shall contact Council to arrange a development compliance inspection.

**Approved plans and documents**

5. The approved development is to be carried out in accordance with the following approved plans/documents and subject to 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:
001	Site Plan	
002	Floor plan (Indicative only)	
003	Building Elevations (Indicative only)	

**Building height**

6. The approved development must not exceed 3.6 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 300mm 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**

7. The maximum floor area of the approved "Dwelling house" (extension to Domestic outbuilding) is restricted to 72m<sup>2</sup>.

**Building siting**

8. The location of the outbuilding is to be generally in accordance with approved Site Plan (Reference: 001), ensuring minimum building setbacks of 15 metres from the boundary fronting Corfe Road and 5 metres from all other boundaries are achieved.

### **Building materials**

9. Building materials and surface finishes must be predominantly within the colour range of the local landscape to blend with the surrounding environment.

**Note:** Suitable materials include Colorbond or similar.

10. The approved development shall be maintained in good repair and have no visual rust marks.

### **Landscaping**

11. Landscaping is to be established around the perimeter of the building elevation to form a dense buffer that will visually screen the outbuilding from the road frontage and adjoining properties. Landscaped areas may include garden beds/earth mounding if and where necessary to achieve suitable visual screening and integrate the building into the landscape.
12. Plant species must be suitable and planting densities sufficient to provide a dense visual screen. Plantings must include semi-mature stock sizes to enable landscaped areas to achieve coverage of the landscaped area and be well-established within 2 years of planting.
13. Site landscaping is to be irrigated during an establishment period of 2 years.
14. All landscaping works are to be completed prior to the use or occupation of the approved outbuilding.

### **Development works**

15. 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.
16. 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**

17. 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**

18. The landowner is responsible for the maintenance of vehicle crossovers from the road carriageway to the property boundary. Should any damage be caused to Corfe Road 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**

19. 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.
20. 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.
21. All lighting shall be directed or shielded so as to ensure that no glare directly affects nearby properties.
22. 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.
23. All mechanical equipment (including air conditioners and the like) and rainwater tanks are to be screened from the adjoining roadway and nearby properties.

#### **Stormwater and drainage**

24. 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.
25. 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.

#### **Erosion control**

26. 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.

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

27. 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.

#### **Latest versions**

28. 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

29. 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:

- a) Refer to <http://www.cmdg.com.au/> for the Capricorn Municipal Development Guidelines (CMDG).
- b) Refer to <http://www.maranoa.qld.gov.au/council-policies> for Council Policies.
- c) 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 this Planning Scheme.
- d) Under the Planning Scheme a "Dwelling house" means a residential use of premises involving –
  - (i) 1 dwelling for a single household and any domestic outbuildings associated with the dwelling; or
  - (ii) 1 dwelling for a single household, a secondary dwelling, and any domestic outbuildings associated with either dwelling.
- e) 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.
- f) 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.
- g) 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.
- h) 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 development.
- i) 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*.

- j) This development permit approves an extension to an existing Domestic outbuilding that is the subject of Development Permit No. 2019/19959, issued by Council on 4 October 2019. The landowner is responsible for ensuring that conditions of any development permit for the premises that is acted upon, are fulfilled. Under the *Planning Act 2016* (s. 164) it is an offence to contravene a development approval. Compliance action may be taken for any non-compliance.
- k) The development will not increase demand on any of Council's trunk infrastructure networks and therefore a nil infrastructure charge is payable.
- l) The land use rating category may change upon commencement of any new approved use on the site. 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).
- m) 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 to contact Council for advice in the event of any potential change in circumstances.
- n) An operational works application will be required to be submitted to and approved by Council for any cut and/or filling works that exceed 100m<sup>3</sup>.

CARRIED

9/0

**Statement of Reason** - Provided by Mayor Golder

I believe this will be in keeping with the area in the future, and any impacts of the development can be mitigated through conditions.

**Responsible Officer**

**Planning Officer**

**Item Number:**

**C.1**

**File Number: D21/23006**

**SUBJECT HEADING:**

**APPLICATION FOR CONVERSION OF TENURE - LOT 12 ON I71822**

**Officer's Title:**

**Administration Officer - Land Administration**

**Executive Summary:**

*The Department of Resources sought Council's views on an application it had received for conversion of Term Lease (TL) 0/236657 over Lot 12 on I71822.*

**Resolution No. OM/04.2021/69**

**Moved Cr Hancock**

**Seconded Cr Ladbrook**

**Council advise the Department of Resources that it offers no objection to the conversion over TL 0/236657 being Lot 12 on I71822 to freehold tenure.**

CARRIED

9/0

**Responsible Officer**

**Administration Officer - Land Administration**

Mayor Golder, having previously declared a Declarable conflict of interest for the following item, left the meeting at 3.09pm. The Deputy Mayor took the role of Acting Chair in the Mayor's absence.

**Item Number:**

**C.2**

**File Number: D21/23884**

**SUBJECT HEADING:**
**APPLICATION TO PERMANENTLY CLOSE A SECTION OF ROAD ADJOINING LOT 31 ON SP178386**
**Officer's Title:**
**Administration Officer - Land Administration**
**Executive Summary:**

*Council received an application for the permanent closure of a section of road adjoining land described as Lot 31 on SP178386.*

**Resolution No. OM/04.2021/70**
**Moved Cr McMullen**
**Seconded Cr Birkett**

**That Council object to the application for permanent road closure of the section of road adjoining Lot 31 on SP178386 as applied, but offers no objection to –**

- **the permanent closure of the road reserve dividing Lot 31 on SP178386 and described as running in north-south direction, as per the diagram supplied in Officer's Report; and**
- **the temporary closure of the road reserve dividing Lot 31 on SP178386 and described as running in east-west direction, as per the diagram supplied in the Officer's Report.**

**CARRIED**
**8/0**
**Responsible Officer**
**Administration Officer - Land Administration**

At cessation of discussion and decision on the abovementioned item, Mayor Golder returned to the meeting at 3.12pm, assuming the Chair.

**Section 150F A (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. 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.

**Item Number:**
**C.3**
**File Number: D21/28794**
**SUBJECT HEADING:**
**CONCESSION APPLICATION - ASSESSMENT 15011919**
**Officer's Title:**
**Rates & Utilities Billing Officer**
**Executive Summary:**

*The applicants have requested that Council address the loss of rates capping due to their properties being amalgamated.*

**Resolution No. OM/04.2021/71**
**Moved Cr O'Neil**
**Seconded Cr Taylor**
**That Council:**

1. Reimburse 50% of the increase in general rates due to the capping not being applicable in these particular circumstances for the 2020/21 financial year.
2. Review the rating methodology for the rating category Rural equal to or greater than 80ha as part of the 2021/22 budget deliberations.

CARRIED

8/0

Responsible Officer

Rates & Utilities Billing Officer

**Section 150F A (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. 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.

Item Number:

C.4

File Number: D21/29509

SUBJECT HEADING:

CLAIM FOR VEHICLE DAMAGE

Officer's Title:

Administration Officer - Land Administration

**Executive Summary:**

Council received a claim for damages relating to an incident that occurred when a vehicle was travelling past the Injune Washdown facility.

**Resolution No. OM/04.2021/72**

Moved Cr Birkett

Seconded Cr Ladbrook

That:

1. Council reimburse the claimant \$608.81 being the cost to remedy vehicle damage quoted by Springfield Lakes Panel and Paint.
2. The claimant agrees to accept the amount of \$608.81 from Council as a full and final settlement of all claims arising from the alleged incident in February 2021.

CARRIED

9/0

Responsible Officer

Administration Officer - Land Administration

## LATE CONFIDENTIAL ITEMS

**Item Number:** LC.1 **File Number:** D21/24705

**SUBJECT HEADING:** PROPOSED CONVERSION OF LEASES - LOT 112 ON WV1190 AND LOT 10 ON I71821

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

### **Executive Summary:**

*The Department of Resources sought Council's views on proposed conversions of Term Lease (TL) 0/218008 over Lot 112 on WV1190 and Special Lease (SL) 36/52638 over Lot 10 on I71821.*

**Resolution No. OM/04.2021/73**

**Moved Cr Golder**

**Seconded Cr Edwards**

**That Council advise the Department of Resources that it –**

- 1. Objects to the conversion over TL 0/218008 being Lot 112 on WV1190 as the lease land, or part of the lease land, may be needed for a public purpose.**
- 2. Offers no objection to the conversion over SL 36/52683 being Lot 10 on I71821 to freehold tenure.**

**CARRIED**

**9/0**

**Responsible Officer**

**Administration Officer - Land Administration**

Mayor Golder & Cr Edwards, having previously declared a Declarable conflict of interest for the following item, left the meeting at 3.18pm.

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

**Item Number:** LC.2 **File Number:** D21/30992

**SUBJECT HEADING:** LEGAL PROCEEDINGS (REF: 2013/18600)

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

### **Executive Summary:**

*This report provided an update on proceedings in the Planning and Environment Court.*

**Resolution No. OM/04.2021/74**

**Moved Cr Hancock**

**Seconded Cr Taylor**

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

**CARRIED**

**7/0**

**Responsible Officer**

**Manager - Planning & Building Development**

At cessation of discussion and decision on the abovementioned item, Mayor Golder & Cr Edwards returned to the meeting at 3.18pm.

**Section 150F A (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. 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.

**Item Number:**

**LC.3**

**File Number: D21/30886**

**SUBJECT HEADING:**

**TENDER 21028 MOBILE CAMP - HOGANTHULLA ROAD PROJECT**

**Officer's Title:**

**Deputy Director / Strategic Road Management**

**Executive Summary:**

*At the Council Meeting held on 14 April 2021, a report was considered by Council regarding Tender Number 21028: Mobile Camp – Hoganthulla Road Project.*

*It was resolved that the tender be dealt with at the next Ordinary Meeting of Council [being 28 April 2021], with the provision of additional information to be provided for Council for consideration of the matter. The additional information was requested through the Resolution OM/04.2021/21 and OM/04.2021/22.*

**Resolution No. OM/04.2021/75**

**Moved Cr McMullen**

**Seconded Cr Edwards**

**That Council:**

1. Approve Wild Desert Pty Ltd as the successful tenderer for tender 21028, noting the tendered value of \$169,660 inclusive of GST for a single site mobilisation over a 14 week hire duration.
2. Authorise the Chief Executive Officer (or delegate) to enter into a contract with Wild Desert Pty Ltd formalising the terms and conditions and form a contract by way of purchase order if the final terms are acceptable.
3. Assign expenditure to Work Orders 22134 and 22135.

CARRIED

9/0

**Statement of Reason – Provided by Mayor Golder - Develop competitive local business.**

**Responsible Officer**

**Deputy Director / Strategic Road Management**

**CLOSURE**

There being no further business, the Mayor thanked Council for their attendance and declared the meeting closed at 3.22pm.

**These Minutes are to be confirmed at the next Ordinary Meeting of Council to be held on 12 May 2021, at Roma Administration Centre.**

.....  
Mayor.

.....  
Date.

.....  
Deputy Mayor.

.....  
Date.

## **OFFICER REPORT**

**Meeting:** Ordinary 12 May 2021

**Date:** 28 April 2021

**Item Number:** 12.1

**File Number:** D21/33887

**SUBJECT HEADING:** Tender 21024 Rehabilitation of Wastewater  
Treatment Ponds Roma Qld 4455

**Classification:** Open Access

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

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### **Executive Summary:**

Maranoa Regional Council invited suitably qualified and experienced contractors to submit a lump sum tender, based on a schedule of rates pricing and supporting documentation for the rehabilitation of Council's Sewerage Treatment Plant Ponds at Roma.

The pond banks are eroding away and the access tracks in between the ponds are becoming narrower. The project will comprise of the rehabilitation of the northern train of three ponds followed by the southern treatment train of three ponds.

This project addresses the bank erosion issues by remediating the pond embankment walls and installing a 2mm thick HDPE liner on the sidewalls.

The Tender period opened on 2 March 2021 and closed on 29 March 2021. The responses received were reviewed by an evaluation panel and this report is submitted for Council's consideration.

### **Officer's Recommendation:**

That Council:

1. Select Australia Wide Lining Pty Ltd as the preferred tenderer for Tender 21024, noting the submitted price of \$569,627.03 exclusive of GST, including GST of \$56,962.70 for a total value of \$626,589.73 for the rehabilitation of Council's Sewerage Treatment Plant Ponds at the Roma Sewerage Treatment Plant.
  2. Authorise the Chief Executive Officer (or delegate) to enter into final negotiations with Australia Wide Linings Pty Ltd and form a contract to carry out the works, if final terms are acceptable.
- 

### **Individuals or Organisations to which the report applies:**

***Are there any individuals or organisations who stand to gain a benefit, or suffer a loss, (either directly or indirectly) depending on the outcome of consideration of this matter?***

(Note: This is to assist Councillors in identifying if they have a Material Personal Interest or Conflict of Interest in the agenda item - i.e. whether they should participate in the discussion and decision making).

The following five (5) tenders were received:

- Australia Wide Lining Pty Ltd
- LMI Group Investments Pty Ltd
- Offaly Civil Engineering Group Pty Ltd
- Roma Earthmoving Pty Ltd
- Suffcon Pty Ltd

**Acronyms:**

**Are there any industry abbreviations that will be used in the report?**

*Note: This is important as particular professions or industries often use shortened terminology where they refer to the matter on a regular basis. However, for individuals not within the profession or industry it can significantly impact the readability of the report if these aren't explained at the start of the report).*

Acronym	Description
MRC	Maranoa Regional Council
STP	Sewerage Treatment Plant

**Context:**

***Why is the matter coming before Council?***

The evaluation of Tender 21024 Rehabilitation of Wastewater Treatment Ponds Roma Qld 4455 is completed and valued at \$200,000 or more and requires Council approval to award tender.

**Background:**

***Has anything already happened in relation to this matter?***

*(Succinct overview of the relevant facts, without interpretation)*

Maranoa Regional Council (MRC) invited suitably qualified and experienced Contractors to submit a lump sum tender, schedule of rates pricing and supporting documentation for the rehabilitation of Council's Sewerage Treatment Plant (STP) Ponds at Roma QLD 4455.

The pond banks are eroding away and the access tracks in between the ponds are becoming narrower. The project will comprise of the rehabilitation of the northern train of three ponds followed by the southern treatment train of three ponds to address the following issues:

- a) Inadequate aeration affecting treated effluent quality; and
  - b) Wave damage and erosion of the embankments of the sewage treatment ponds.
- In order to address item (a), MRC have acquired and installed new aerators into two ponds. These aerators will need to be temporarily relocated and then reinstalled as part of the proposed works. This project addresses item (b) the bank erosion issues at Roma STP by remediating the pond embankment walls and installing a 2mm thick HDPE liner on the sidewalls.



Sixty-five (65) interested parties or individuals downloaded the tender documents, with Council receiving the following five (5) tenders:

- Australia Wide Lining Pty Ltd
- LMI Group Investments Pty Ltd
- Offaly Civil Engineering Group Pty Ltd
- Roma Earthmoving Pty Ltd
- Suffcon Pty Ltd

Responses were evaluated by an evaluation panel consisting of:

- Manager Water Sewerage & Gas
- Manager Procurement & Plant

**Pricing**

Price is calculated using the formula:

- (submission price /lowest submission price) x weighting
- Price formula results in proportional increases/decreases in the score, in accordance with changes in price.

The following table provides a breakdown of pricing provided by Tenderers

<b>Pricing Structure</b>	<b>Australia Wide Lining Pty Ltd</b>	<b>LMI Group Investments Pty Ltd</b>	<b>Offaly Civil Engineering Group Pty Ltd</b>	<b>Roma Earthmoving Pty Ltd</b>	<b>Suffcon Pty Ltd</b>
<b>Mobilisation /Demobilisation</b>	\$31,247.60	\$39,720.00	\$20,006.21	\$4,664.00	\$16,152.00
<b>Accommodation &amp; Meals</b>	\$53,458.20	\$0.00	\$51,665.41	\$0	\$26,637.00
<b>Removal &amp; Reinstallation of Aerators</b>	\$15,950.00	\$40,741.41	\$12,301.28	\$11,748.00	\$21,164.00
<b>Earthworks</b>	\$270,541.00	\$500,559.06	\$377,575.30	\$367,818.00	\$483,638.00
<b>Liner Supply &amp; Installation</b>	\$198,430.23	\$268,618.80	\$289,618.80	\$478,451.00	\$401,529.00
<b>Sub-Total</b>	\$569,627.70	\$849,639.27	\$750,767.83	\$862,681.00	\$949,912.00
<b>GST</b>	\$56,962.70	\$84,963.93	\$75,076.78	\$86,268.10	\$94,912.00
<b>Total</b>	\$626,589.73	\$934,603.20	\$825,844.61	\$948,949.10	\$1,044,032.00
<b>% Variance</b>	100%	149%	132%	151%	167%

## Overall Tender Scoring Table

Overall Scoring							
Score Priority	Tenderer	Tenderer's Business (15 points)	Personnel (10 points)	Methodology & Project Mgmt Plans (15 points)	Price (45 points)	Local Economy (15 points)	Total
1	Australia Wide Lining Pty Ltd	11	10	15	45	0	81
2	Roma Earthmoving Pty Ltd	9	7.2	15	29.7	15	76
3	LMI Group Investments Pty Ltd	15	8	15	30	0	68
4	Suffcon Pty Ltd	9	6	12	27	6	60
5	Offaly Civil Engineering Group Pty Ltd	9	6	10	34	0	59

### Legislation, Local Laws, State Policies & Other Regulatory Requirements:

**What does the legislation and other statutory instruments include about the matter under consideration?** (Include an extract of the relevant section's wording of the legislation – please do not just quote the section number as that is of no assistance to Councillors)

Under the *Local Government Regulation 2012*, Council is required to invite public tenders prior to forming a large-sized contract of \$200,000 or more excluding GST. The proposed contract conforms to the definition of a large-sized contract under the *Local Government Regulation 2012*.

### Council Policies or Asset Management Plans:

**Does Council have a policy, plan or approach ordinarily followed for this type of decision?**

**What are relevant sections of the policy or plan?**

(Quote/insert the relevant section's wording / description within the report)

This project is identified in the Sewerage Network Asset Management Plan.

### Input into the Report & Recommendation:

**Have others' views or input been sourced in developing the report and recommendation to Council? (i.e. other than the report author?) What did each say?** (Please include consultation with the funding body, any dates of critical importance or updates or approvals required)

No other views or inputs were sought.

### Funding Bodies:

**Is the project externally funded (or proposed to be)? If so, are there any implications in relation to the funding agreement or grant application.** (Please do not just include names)

N/A

### This Financial Year's Budget:

**Will the matter under consideration impact how much Council collects in income or how much it will spend? How much (\$)? Is this already included in the budget? (Include the account number and description).**

**If the matter under consideration has not been included in the budget, where can the funds be transferred from? (Include the account number and description) What will not be done as a result?**

This project is included in the 2020-2021 approved capital works budget – Repair to lagoon bunding Roma Sewerage Treatment Plant (Work Order 22200).

### Future Years' Budgets:

***Will there need to be a change in future years' budgets to cater for a change in income or increased expenditure as a result of Council's decision? How much (\$)?*** (e.g. estimate of additional maintenance or operating costs for a new or upgraded project)

This project is expected to carry over to 2021-22 year.

### Impact on Other Individuals or Interested Parties:

***Is there anyone who is likely to be particularly interested in or impacted by the decision, or affected by the recommendation if adopted? What would be their key interests or concerns?***

(Interested Parties Analysis - IS9001:2015)

N/A

### Risks:

***What could go wrong if Council makes a decision on this matter? (What is the likelihood of it happening and the consequence if it does)*** (List each identified risk in a table)

Risk	Description of likelihood & consequences
The works are not carried out	The banks will continue to deteriorate until there is a failure resulting in environmental harm

### Advice to Council:

***What do you think Council should do, based on your skills, qualifications and experience, your knowledge of this and related matters, and the facts contained in the report?***

(A summary of what the employee thinks Council needs to hear, not what they think individual Councillors want to hear – i.e. employees must provide sound and impartial advice – the employee's professional opinion)

Council is advised to enter into negotiations with Australia Wide Lining Pty Ltd for Tender 21024 - Rehabilitation of Wastewater Treatment Ponds Roma Qld 4455. This recommendation has been formed on the basis of Australia Wide Lining Pty Ltd:

- obtained the highest evaluation score (81);
- can perform the work to Council's requirements and timeframe;
- Experienced Geomembrane liner installer; and
- Previous projects are of the same nature as the Tender.

### Recommendation:

***What is the 'draft decision' based on the advice to Council?***

***Does the recommendation suggest a decision contrary to an existing Council policy? If so, for what reason?***

(Note: recommendations if adopted by Council become a legal decision of government and therefore must be clear and succinct about the action required by employees (unambiguous)).

***Does this recommendation suggest a decision contrary to an existing Council policy? If so, for what reason?***

That Council:

1. Select Australia Wide Lining Pty Ltd as the preferred tenderer for Tender 21024, noting the submitted price of \$569,627.03 exclusive of GST, including GST of \$56,962.70 for a total value of \$626,589.73 for

the rehabilitation of Council's Sewerage Treatment Plant Ponds at the Roma Sewerage Treatment Plant.

2. Authorise the Chief Executive Officer (or delegate) to enter into final negotiations with Australia Wide Linings Pty Ltd and form a contract to carry out the works, if final terms are acceptable.

**Link to Corporate Plan:**

Corporate Plan 2018-2023

Strategic Priority 1: Getting the basics right

1.2 Sewerage

**Supporting Documentation:**

Nil

**Report authorised by:**

Program Funding & Budget Coordinator

Deputy Chief Executive Officer/Acting Director Infrastructure Services

## **OFFICER REPORT**

**Meeting:** Ordinary 12 May 2021

**Date:** 16 April 2021

**Item Number:** 12.2

**File Number:** D21/30601

**SUBJECT HEADING:** Tender Award - Construction of Waste Transfer Building at Roma Waste Facility

**Classification:** Open Access

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

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### **Executive Summary:**

A report was tabled to Council in January 2021 regarding a potential tender award for the Construction of Waste Transfer Building at Roma Waste Facility. At the time, Council resolved not to award the tender, and for the tender to be re-advertised to the market – citing timeframe for delivery and budget considerations.

Council re-released a public tender via LG Tenderbox inviting suitable qualified and experienced contractors to submit a lump sum price and supporting documentation for the Construction of a Waste Transfer Building at Roma Waste Facility. The tender period opened on 5 March 2021, and closed on 9 April 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.

### **Officer's Recommendation:**

That Council:

1. select SM & KA Duff Builders Pty Ltd as the recommended tenderer for Tender 21026 – Construction of Waste Transfer Building at Roma Waste Facility; and
2. authorise the Chief Executive Officer (or delegate) to enter into final negotiations with SM & KA Duff Builders Pty Ltd, noting the tendered value of \$1,486,762 inclusive of GST and execute, by way of signing, the contract if the final terms are acceptable.

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### **Individuals or Organisations to which the report applies:**

***Are there any individuals or organisations who stand to gain a benefit, or suffer a loss, (either directly or indirectly) depending on the outcome of consideration of this matter?***

(Note: This is to assist Councillors in identifying if they have a Material Personal Interest or Conflict of Interest in the agenda item - i.e. whether they should participate in the discussion and decision making).

Businesses who have submitted a tender under this request:

- N F Corbett Pty Ltd
- J Hutchinson Pty Ltd

- SM & KA Duff Builders Pty Ltd

### Acronyms:

#### Are there any industry abbreviations that will be used in the report?

*Note: This is important as particular professions or industries often use shortened terminology where they refer to the matter on a regular basis. However, for individuals not within the profession or industry it can significantly impact the readability of the report if these aren't explained at the start of the report).*

Acronym	Description
RRIDP	Resource Recovery Industry Development Program
LRCIP	Local Roads and Community Infrastructure Program
DTMR	Department of Transport and Main Roads
Large-sized contractual arrangement	Defined under the <i>Local Government Act 2009</i> as - a contractual arrangement with a supplier that is expected to be worth, exclusive of GST, \$200,000 or more in a financial year, or over the proposed term of the contractual arrangement.

### Context:

#### Why is the matter coming before Council?

Maranoa Regional Council (Council) invited suitably qualified and experienced Contractors to submit pricing and supporting documentation for the construction of the Waste Transfer Building at the Roma Waste Facility.

This report seeks Council's approval to enter into a large contractual arrangement (i.e. form a contract) with the recommended Tenderer.

### Background:

#### Has anything already happened in relation to this matter?

(Succinct overview of the relevant facts, without interpretation)

A report was tabled to Council in January 2021 regarding a potential tender award for the Construction of Waste Transfer Building at Roma Waste Facility. At the time, Council resolved not to award the tender, and for the tender to be re-advertised to the market – citing timeframe for delivery and budget considerations.

Council re-released a public tender via LG Tenderbox inviting suitable qualified and experienced contractors to submit a lump sum price and supporting documentation for the Construction of a Waste Transfer Building at Roma Waste Facility. The tender period opened on 5 March 2021, and closed on 9 April 2021.

A summary of the evaluation process undertaken for Tender 21026 – Construction of Waste Transfer Building at Roma Waste Facility is as follows:

- The tender was available on LG Tender Box and advertised on Council's website, Facebook page and the Western Star online.
- The tender was downloaded by 41 entities including 5 locals as per the table below:

<b>Maranoa Regional Council</b> <b>Ordinary Meeting - 12 May 2021</b>
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Name / Business	Name / Business
Aaron Kerr	ICM Construction (QLD)
ACCESS ENVIRONMENTAL SERVICES	idec solutions
allbuild projects	McNab Constructions (Aust) Pty Ltd
Allwood Building Services Pty Ltd	Mick Sutton Concreting Pty Ltd
B & B Hire Services Pty Ltd	N F Corbett Pty Ltd
BAKER ROSSOW CONSULTING ENGINEERS	Newcastle Weighing Services Pty Ltd
Bauhinia Architects	NRG Electrical (QLD) Pty Ltd
BCI Australia	Proactive Quantity Surveying Pty Ltd
BRD Stainless (Aust) PTD LTD	R&F Steel Buildings Warwick PL
Clearspan Pty. Ltd.	Rent A Fence Pty Ltd
Clem Energy	Roma Home Improvement Centre
Cordell Business Information	SBP Australia
Diversified	Schefe Builders
Earthmover	Sensortronic Weighing & Inspection Australasia
Engeny Water Management	SM and KA Duff Builders Pty Ltd
FK Gardner (Civil) Pty Ltd	SMEC Australia Pty Ltd
Garland Trading Company Pty Ltd	Spantech Pty Ltd
Gilgandra Shire Council	SSBA
Gregory Commercial Furniture	Waste Initiatives
J Hutchinson Pty Ltd	XXL CONSTRUCTIONS PTY LTD
Hydro Innovations Pty Ltd	

- Three tenders were received as summarised in the table below:

No.	Tenderer Name	Tendered Price <i>Inclusive of GST</i>
1	N F Corbett Pty Ltd	\$1,738,759
2	J Hutchinson Pty Ltd	\$1,565,414
3	SM & KA Duff Builders Pty Ltd	\$1,486,762

- A summary of the detailed evaluation process is available in the table below.

Tenderer	About the tenderer Business (15 points)	Methodology, Innovation and Value Engineering (20 points)	Qualifications, Skills and Experience of Key Personnel (15 Points)	Price (35 Points)	Contribution to Local Economy (15 Points)	Declaration relating to Conflicts of Interest (Declaration only)	Total Points Scored
J Hutchinson Pty Ltd	14	18	12	33.24	0	Declared	77.24
N F Corbett Pty Ltd	13	12	12	29.93	0	Declared	66.93
SM & KA Duff Builders Pty Ltd	12	17	12	35.00	9	Declared	86.00

The full document ***Evaluation of Tender Responses*** is available to Councillors upon request.

### **Legislation, Local Laws, State Policies & Other Regulatory Requirements:**

***What does the legislation and other statutory instruments include about the matter under consideration?***

(Include an extract of the relevant section's wording of the legislation – please do not just quote the section number as that is of no assistance to Councillors)

Council is required to invite public tenders prior to forming a large-sized contract above \$200,000 exclusive of GST. The proposed contract conforms to the requirements of the Local Government Regulation 2012.

### **Council Policies or Asset Management Plans:**

***Does Council have a policy, plan or approach ordinarily followed for this type of decision?***

***What are relevant sections of the policy or plan?***

(Quote/insert the relevant section's wording / description within the report)

The tender process, including the evaluation of submissions, is consistent with the Maranoa Regional Council Procurement Policy.

### **Input into the Report & Recommendation:**

***Have others' views or input been sourced in developing the report and recommendation to Council? (i.e. other than the report author?) What did each say?***

(Please include consultation with the funding body, any dates of critical importance or updates or approvals required)

- Deputy Director – Strategic Road Management, Infrastructure Services
- Manager – Procurement & Plant
- Senior Engineer – Contract Management and Development
- Program Funding & Budget Coordinator
- Environment, Health & Waste Officer
- Manager - Environment, Health, Waste & Rural Land Services

- The Tender Evaluation Panel comprised the following Council staff members:



- Deputy Director – Strategic Road Management (Cameron Hoffmann)
- Manager – Procurement & Plant (Michael Worthington)
- Senior Engineer – Contract Management and Development (Deon Martin)

### Funding Bodies:

*Is the project externally funded (or proposed to be)? If so, are there any implications in relation to the funding agreement or grant application.* (Please do not just include names)

All amounts quoted excludes GST

- Queensland Government's Resource Recovery Grant Fund - **\$359,000** contribution to total cost. Funding agreement with milestones to be achieved for funds release and performance monitoring.
- Santos - **\$604,000** contribution to total cost. Unconditional contribution.
- Federal Government's Local Roads and Community Infrastructure (Phase 2) - **\$380,000** contribution.

Total external funding **\$1,343,000**

### This Financial Year's Budget:

*Will the matter under consideration impact how much Council collects in income or how much it will spend? How much (\$) ? Is this already included in the budget? (Include the account number and description).*

*If the matter under consideration has not been included in the budget, where can the funds be transferred from? (Include the account number and description) What will not be done as a result?*

In addition to the above, Council has also approved an allocation of **\$246,577** towards the project.

### Summary of Approved Budget Situation

Description	Amount (excl. of GST)
<b>Currently Available Funds</b>	<b>\$1,589,577</b>
<i>External</i>	<i>\$1,343,000</i>
<i>Internal</i>	<i>\$246,577</i>
Recommended Tender	\$1,351,602
Provision for Building Platform and Access Road	\$140,000
5% Project Contingency	\$67,580
Design costs and pre-construction expenses - for 20/21	\$21,811
<b>Total Funds Required</b>	<b>\$1,580,993</b>
<i>Surplus / (Shortfall)</i>	<i>\$8,584</i>

### Future Years' Budgets:

***Will there need to be a change in future years' budgets to cater for a change in income or increased expenditure as a result of Council's decision? How much (\$)?*** (e.g. estimate of additional maintenance or operating costs for a new or upgraded project)

The new facility will contribute to the efficiency of operation at the waste center, but is unlikely to materially change the income for the facility. Normal operational and maintenance costs will be applicable from future budgets.

**Impact on Other Individuals or Interested Parties:**

***Is there anyone who is likely to be particularly interested in or impacted by the decision, or affected by the recommendation if adopted? What would be their key interests or concerns?***  
(Interested Parties Analysis - IS9001:2015)

Tenderers – interested in understanding the outcome of the tender, including the successful tender and how their tender compared to the market.

User of Council's waste facility – more efficient and better facilities to dispose of waste delivered directly to the center.

**Risks:**

***What could go wrong if Council makes a decision on this matter? (What is the likelihood of it happening and the consequence if it does)*** (List each identified risk in a table)

Risk	Description of likelihood & consequences
Decide not to proceed with tender	<ul style="list-style-type: none"> <li>▪ Definite delays to the project, with a loss of efficiency of operation at the facility.</li> <li>▪ Definite delay to meeting milestones as set out in the RRIDP funding agreement, with a small risk of losing funding due to this.</li> </ul>

**Advice to Council:**

***What do you think Council should do, based on your skills, qualifications and experience, your knowledge of this and related matters, and the facts contained in the report?***

(A summary of what the employee thinks Council needs to hear, not what they think individual Councillors want to hear – i.e. employees must provide sound and impartial advice – the employee's professional opinion)

The Roma Waste Transfer Building has been a priority project for Council over a number of years. Council will need to consider the tenders received and progress with an award if they would like to see the works commence in earnest.

Council is not bound to select any of the tenderers and may wish to re-offer the works to tender. This said, it needs to be recognised that option to re-offer the works is likely to delay the commencement of the project.

The recommendation to Council is based on:

- SM & KA Duff has submitted the lowest tendered rate, fully conforming tender.
- SM & KA Duff has obtained the highest evaluation score of 86 points.

**Recommendation:**

***What is the 'draft decision' based on the advice to Council?***

***Does the recommendation suggest a decision contrary to an existing Council policy? If so, for what reason?***

(Note: recommendations if adopted by Council become a legal decision of government and therefore must be clear and succinct about the action required by employees (unambiguous)).

***Does this recommendation suggest a decision contrary to an existing Council policy?***

***If so, for what reason?***

That Council:

1. select SM & KA Duff Builders Pty Ltd as the recommended tenderer for Tender 21026 – Construction of Waste Transfer Building at Roma Waste Facility; and
2. authorise the Chief Executive Officer (or delegate) to enter into final negotiations with SM & KA Duff Builders Pty Ltd, noting the tendered value of \$1,486,762 inclusive of GST and execute, by way of signing, the contract if the final terms are acceptable.

**Link to Corporate Plan:**

Corporate Plan 2018-2023

Strategic Priority 1: Getting the basics right

1.5 Waste

**Supporting Documentation:**

Nil.

**Report authorised by:**

Manager - Procurement & Plant

Deputy Chief Executive Officer/Acting Director Infrastructure Services

## **OFFICER REPORT**

**Meeting:** Ordinary 12 May 2021

**Date:** 29 April 2021

**Item Number:** 13.1

**File Number:** D21/34381

**SUBJECT HEADING:** Bendemere Pony Club

**Classification:** Open Access

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

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### **Executive Summary:**

Correspondence has been received from the Bendemere Pony Club seeking Council's approval to start the process to get electricity connected to the Bendemere Pony Club grounds.

### **Officer's Recommendation:**

That Council as Trustee for the land described as Lot 47 on WV1371 grant approval for the Bendemere Pony Club to commence the process to connect electricity to the property in accordance with the terms of the Trustee Lease subject to –

- The Bendemere Pony Club obtaining written consent of the Minister of Department of Resources; and
- No cost/s to be incurred by Council.

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### **Individuals or Organisations to which the report applies:**

***Are there any individuals or organisations who stand to gain a benefit, or suffer a loss, (either directly or indirectly) depending on the outcome of consideration of this matter?***

(Note: This is to assist Councillors in identifying if they have a Material Personal Interest or Conflict of Interest in the agenda item - i.e. whether they should participate in the discussion and decision making).

Bendemere Pony Club

### **Acronyms:**

***Are there any industry abbreviations that will be used in the report?***

*Note: This is important as particular professions or industries often use shortened terminology where they refer to the matter on a regular basis. However, for individuals not within the profession or industry it can significantly impact the readability of the report if these aren't explained at the start of the report).*

Acronym	Description
DoR	Department of Resources

### **Context:**

***Why is the matter coming before Council?***

Correspondence has been received from the Bendemere Pony Club seeking Council's approval to start the process to get power connected at the Bendemere Pony Club grounds, which they lease from Council.

The Bendemere Pony Club advise –

They will fund the connection through grants and donations.

At present there is no power on the grounds, but they have been in contact with Ergon who have given them a quote.

Their club is expanding considerably and connecting power to the grounds will allow them to hold future events, clinics which will bring other towns to the community and allow members to gain valuable horsemanship skills.

Their members come from Jackson, Roma, Wallumbilla and Yuleba.

Council is asked to consider the matter.

**Background:**

***Has anything already happened in relation to this matter?***

(Succinct overview of the relevant facts, without interpretation)

Council is the Trustee of Reserve land described as Lot 47 on WV1371.

A Trustee Lease exists between Council and the Bendemere Pony Club over the whole of Lot 47 on WV1371.

Dealing Number	717948626
Title Reference	49006889
Trustee Lessee	Bendemere Pony Club Inc
Trust Land	Lot 47 on WV1371
Starting date	1 July 2016
Expiry date	30 June 2026
Use of Trust Land	Means the use of the Trust Land for the operation of a Pony Club only
Restoration date	30 March 2026

The Trustee Lease Schedule states –

*The Trustee Lessee must not make any improvements to the property without the prior written consent of the Minister in accordance with s59(2) of The Act.*

**Legislation, Local Laws, State Policies & Other Regulatory Requirements:**

***What does the legislation and other statutory instruments include about the matter under consideration?***

(Include an extract of the relevant section's wording of the legislation – please do not just quote the section number as that is of no assistance to Councillors)

***Land Act 1994***

**Chapter 3 Reserves, deeds of grant in trust and roads**

**s59 Basis of approval**

(2) Despite subsection (1), the Minister may approve a trustee lease or a sublease for a purpose inconsistent with the purpose for which the trust land was dedicated or granted only if—

(a) the lease or sublease would not diminish the purpose; and

(b) all further improvement built or placed by the lessee on the part of the trust land that is leased or subleased are first approved by the chief executive.

**Council Policies or Asset Management Plans:**

*Does Council have a policy, plan or approach ordinarily followed for this type of decision?*

*What are relevant sections of the policy or plan?*

(Quote/insert the relevant section's wording / description within the report)

Nil

**Input into the Report & Recommendation:**

*Have others' views or input been sourced in developing the report and recommendation to Council? (i.e. other than the report author?) What did each say?* (Please include consultation with the funding body, any dates of critical importance or updates or approvals required)

Maintenance Officer / Team Coordinator – Facilities (Land, Buildings & Structures)

**Funding Bodies:**

*Is the project externally funded (or proposed to be)? If so, are there any implications in relation to the funding agreement or grant application.* (Please do not just include names)

Nil

**This Financial Year's Budget:**

*Will the matter under consideration impact how much Council collects in income or how much it will spend? How much (\$)? Is this already included in the budget? (Include the account number and description).*

*If the matter under consideration has not been included in the budget, where can the funds be transferred from? (Include the account number and description) What will not be done as a result?*

Nil

**Future Years' Budgets:**

*Will there need to be a change in future years' budgets to cater for a change in income or increased expenditure as a result of Council's decision? How much (\$)?* (e.g. estimate of additional maintenance or operating costs for a new or upgraded project)

Nil

**Impact on Other Individuals or Interested Parties:**

*Is there anyone who is likely to be particularly interested in or impacted by the decision, or affected by the recommendation if adopted? What would be their key interests or concerns?*

(Interested Parties Analysis - IS9001:2015)

Bendemere Pony Club

**Risks:**

*What could go wrong if Council makes a decision on this matter? (What is the likelihood of it happening and the consequence if it does)* (List each identified risk in a table)

Risk	Description of likelihood & consequences
Not receiving Ministerial approval	As the land is Reserve land for the purpose of Recreation, not receiving prior written consent of the Minister in accordance with s59(2) of the Act.

**Advice to Council:**

*What do you think Council should do, based on your skills, qualifications and experience, your knowledge of this and related matters, and the facts contained in the report?*

(A summary of what the employee thinks Council needs to hear, not what they think individual Councillors want to hear – i.e. employees must provide sound and impartial advice – the employee's professional opinion)

That Council approve Bendemere Pony Club to commence the process to install power to the land subject to the Club first obtaining the written consent of the Minister and that no cost be incurred by Council.

**Recommendation:**

***What is the 'draft decision' based on the advice to Council?***

***Does the recommendation suggest a decision contrary to an existing Council policy? If so, for what reason?***

(Note: recommendations if adopted by Council become a legal decision of government and therefore must be clear and succinct about the action required by employees (unambiguous)).

***Does this recommendation suggest a decision contrary to an existing Council policy?***

***If so, for what reason?***

That Council as Trustee for the land described as Lot 47 on WV1371 grant approval for the Bendemere Pony Club to commence the process to connect electricity to the property in accordance with the terms of the Trustee Lease subject to –

- The Bendemere Pony Club obtaining written consent of the Minister of Department of Resources; and
- No cost/s to be incurred by Council.

**Link to Corporate Plan:**

Corporate Plan 2018-2023

Strategic Priority 4: Growing our region

4.10 Facilities

**Supporting Documentation:**

[1](#) Bendemere Pony Club - Letter of request

D21/34375

**Report authorised by:**

Manager - Facilities (Land, Buildings & Structures)

Deputy Chief Executive Officer/Acting Director Infrastructure Services

From: tammy Harland <tammyrowbotham@hotmail.com>

Sent: Wednesday, 28 April 2021 11:26 AM

To: Council <council@maranoa.qld.gov.au>

Subject: Bendemere Pony Club

To whom it may concern,

On behalf of the Bendemere Pony Club in Yuleba we wish to seek approval to start the process to get the power on at the grounds which we lease from the MRC.

We wish to fund the connection through grants and donations.

At present there is no power on the grounds but have been in contact with Ergon who have also given us a quote.

Our club is expanding considerably and connecting power to the grounds will allow us to hold future events, clinics which will bring other towns to the community and allow members to gain valuable horsemanship skills.

Our members come from Jackson, Roma, Wallumbilla and Yuleba.

We have been in contact with Fiona who is aware of our intentions.

Regards

Tammy Harland

Sent from my iPhone



**COUNCILLOR REQUEST FOR AN AGENDA REPORT**

**Meeting:** Ordinary 12 May 2021

**Date:** 19 April 2021

**Item Number:** 16.1

**File Number:** D21/30928

**SUBJECT HEADING:** Installation of Signage on Intersections of McDowall Street

**Classification:** Open Access

**Councillor's Title:** Cr Geoff McMullen

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**Executive Summary:**

Request for installation of signs on the intersections of McDowall Street with each of the following: Hawthorne Street, Arthur Street, Wyndham Street and Charles Street to prohibit all articulated heavy vehicles travelling through the CBD.

**Councillor's Recommendation:**

That a report be prepared for an upcoming Council meeting.

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**Details of Requested Agenda Report:**

When articulated vehicles are negotiating the above-mentioned intersections they have to cross to the wrong side of the road, this creates a severe safety issue. I believe all heavy vehicles should be prohibited from travelling along the section of McDowall Street from Quintin to Charles Street. The provided photos below are examples of signage.



**Supporting Documentation:**  
Nil

**Maranoa Regional Council**

**Ordinary Meeting - 12 May 2021**

**COUNCILLOR REQUEST FOR AN AGENDA REPORT**

**Meeting:** Ordinary 12 May 2021

**Date:** 22 April 2021

**Item Number:** 16.2

**File Number:** D21/32355

**SUBJECT HEADING:** Memorial Plaque Roma Saleyards - Vale John Dearden

**Classification:** Open Access

**Councillor's Title:** Cr Geoff McMullen

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**Executive Summary:**

Proposal for a plaque to be placed at the Roma Saleyards in memory of the late John Dearden.

**Councillor's Recommendation:**

That a memorial plaque be placed at the Roma Saleyards in memory of John Dearden and his contribution as a member on the former Roma Bungil Showgrounds & Saleyards Board.

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**Details of Requested Agenda Report:**

With the recent passing of John Dearden, I would like to propose that Council place a plaque in his memory at the Roma Saleyards. John was one of the first Councillors to be involved with the old Roma Bungil Showgrounds & Saleyards Board.

**Supporting Documentation:**

Nil

**COUNCILLOR REQUEST FOR AN AGENDA REPORT**

**Meeting:** Ordinary 12 May 2021

**Date:** 30 April 2021

**Item Number:** 16.3

**File Number:** D21/34507

**SUBJECT HEADING:** Request for Sponsorship - Roma Speedway

**Classification:** Open Access

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

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**Executive Summary:**

The Roma Speedway Club has emailed the Office of the Mayor requesting sponsorship for the graveling of the pit area (vehicle and camping area) at the Roma Speedway.

**Councillor's Recommendation:**

That a report be prepared for an upcoming Council meeting.

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**Details of Requested Agenda Report:**

I would like Council to review the sponsorship requested by the Roma Speedway Club with the graveling of the pit area through investigating the use of non-spec/scalps material from the Maranoa Regional Council's Quarry, using back loading on Council trucks.

The area of the pit is 230m long x 80m wide.

**Supporting Documentation:**

Nil

**COUNCILLOR REQUEST FOR AN AGENDA REPORT**

**Meeting:** Ordinary 12 May 2021

**Date:** 30 April 2021

**Item Number:** 16.4

**File Number:** D21/34593

**SUBJECT HEADING:** Safety concerns - Burrowes Street, Surat

**Classification:** Open Access

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

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**Executive Summary:**

Proposal to investigate safety improvements on Burrowes Street, Surat.

**Councillor's Recommendation:**

That a report be prepared for an upcoming Council meeting.

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**Details of Requested Agenda Report:**

I would like to propose that Council officers develop a design solution which incorporates safety bumps and mitigation options to improve safety for motorists negotiating the intersection of Cordelia and Burrowes Streets, and work with Transport and Main Roads as the authority of these roadways.

I would also like for Council officers to consult with the Surat and District Development Association to share information about past actions that have been undertaken to date about safety concerns in this vicinity, working in with TMR where possible.

**Supporting Documentation:**

Nil