

BUSINESS PAPER

General Meeting

Wednesday 10 April 2019

Roma Administration Centre

NOTICE OF MEETING

Date: 5 April 2019

Mayor:

Councillor T D Golder

Deputy Mayor:
Councillors:

Councillor J L Chambers
Councillor N H Chandler
Councillor P J Flynn
Councillor G B McMullen
Councillor W M Newman
Councillor C J O'Neil
Councillor D J Schefe
Councillor J M Stanford

Chief Executive Officer:

Ms Julie Reitano

Senior Management:

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

Please find attached agenda for the **General Meeting** to be held at the Roma Administration Centre on
April 10, 2019 at 9.00AM.



Julie Reitano
Chief Executive Officer

TABLE OF CONTENTS

Item No	Subject	
1	Welcome	
2	Attendances	
3	Confirmation of Minutes	
	General 27 March 2019	6
	Special 1 April 2019	75
	Budget Submissions & Financial Planning Standing Committee 1 April 2019	79
4	Declaration of Conflicts of Interest	
5	On the Table	
5.1	Adoption of the Yuleba Cobb & Co Park Master Plan	82
	Prepared by: Project Officer - Program & Contract Management	
	Attachment 1: Yuleba Cobb and Co Park Recreation Master Plan - FINAL Draft - MAK Planning and Design	92
	Attachment 2: Yuleba Cobb and Co Park Master Plan - Yuleba Community Consultation Session FINAL - Feedback - 4 March 2019 - No contact details	126
	Attachment 3: Yuleba Cobb & Co Park Master Plan - Summarised Online Feedback - No Names - March 2019	129
6	Presentations/Petitions and Deputations	
7	Consideration of notices of business	
8	Consideration of notices of motion	
9	Reception of notices of motion for next meeting	

Reports

10	Office of the CEO	
11	Corporate, Community & Commercial Services	
12	Infrastructure Services	
12.1	Injune State School Water Connections	130
	Prepared by: Manager - Water, Sewerage & Gas	
	Attachment : GM Portbury letter to Council - RE: Injune State School Water Service.....	134

13 Development, Facilities & Environmental Services

13.1	Change Application (St Johns School, Roma).....	135
	Prepared by: Lead Town Planner	
	Attachment : Assessment benchmarks	143
13.2	Maranoa Youth Award.....	145
	Prepared by: Local Development Officer - Injune	
	Attachment : Maranoa Youth Award - Michael Tucker - Award	
	Structure - 31.01.19	150

Status Reports

Next General Meeting

- To be held at the Roma Administration Centre on 24 April 2019.

Confidential Items

In accordance with the provisions of section 275 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 KD Bar Project Update**
Classification: Closed Access
Local Government Regulation 2012 Section 275(c) (h) the local government budget; AND other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage.
- C.2 Roma and Mitchell Aerodrome Compliance Inspection Reports**
Classification: Closed Access
Local Government Regulation 2012 Section 275(h) other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage.
- C.3 February 2019 - Monthly Business Unit Report - Airports**
Classification: Closed Access
Local Government Regulation 2012 Section 275(c) the local government budget.
- C.4 Applications through Regional Arts Development Fund (RADF) Program**
Classification: Closed Access
Local Government Regulation 2012 Section 275(h) other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage.

C.5 Request for Assistance from Roma Show

Classification: Closed Access

Local Government Regulation 2012 Section 275(h) other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage.

C.6 Small Business Grant Applications

Classification: Closed Access

Local Government Regulation 2012 Section 275(h) other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage.

C.7 Council Support for Outback Golf Masters

Classification: Closed Access

Local Government Regulation 2012 Section 275(h) other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage.

C.8 Bassett Park User Agreement - Race Horse Trainers

Classification: Closed Access

Local Government Regulation 2012 Section 275(h) other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage.

C.9 Roma Community Hub - Request to occupy Lockable Office

Classification: Closed Access

Local Government Regulation 2012 Section 275(h) other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage.

C.10 Outcome of Registration of Interest - Arthur Street Carpark

Classification: Closed Access

Local Government Regulation 2012 Section 275(h) other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage.

C.11 Renewal of Lease - Term Lease 0/214614 over Lot 11 on TM14

Classification: Closed Access

Local Government Regulation 2012 Section 275(h) other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage.

C.12 Roma Historical Precincts Inc. - Request for Advocacy Support

Classification: Closed Access

Local Government Regulation 2012 Section 275(h) other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage.

- C.13 Tender 19015 - Mobile Camp - Mt Moffatt Road Project**
Classification: Closed Access
Local Government Regulation 2012 Section 275(e) contracts proposed to be made by it.
- C.14 Variation to Bitumen Sealing Contracts - Cottage Creek and Wallumbilla North Roads**
Classification: Closed Access
Local Government Regulation 2012 Section 275(e) contracts proposed to be made by it.
- C.15 Tender 19018 - Sale of 70 Ann Street, Mitchell**
Classification: Closed Access
Local Government Regulation 2012 Section 275(e) contracts proposed to be made by it.
- C.16 Quotation Request - Bitumen Seal at Injune Taroom Road**
Classification: Closed Access
Local Government Regulation 2012 Section 275(e) contracts proposed to be made by it.
- C.17 Roma Salyards Fees and Charges 2019/20**
Classification: Closed Access
Local Government Regulation 2012 Section 275(c) the local government budget.
- C.18 Impact Crusher Refurbishment - Sole Supplier Engagement**
Classification: Closed Access
Local Government Regulation 2012 Section 275(e) contracts proposed to be made by it.
- C.19 Maranoa Place Based Suicide Prevention Project**
Classification: Closed Access
Local Government Regulation 2012 Section 275(h) other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage.
- C.20 Request for Financial Assistance to Repair Damaged Monuments at Roma Monumental Cemetery**
Classification: Closed Access
Local Government Regulation 2012 Section 275(h) other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage.
- C.21 Quarter 3 Report - Progress on Implementing the Corporate Plan and Operational Plan**
Classification: Closed Access
Local Government Regulation 2012 Section 275(c) (h) the local government budget; AND other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage.

C.22 Performance Review - Chief Executive Officer

Classification: Closed Access

Local Government Regulation 2012 Section 275(b) (h) industrial matters affecting employees; AND other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage.

Councillor Business

14 Councillor Business

- 14.1 Multipurpose Evacuation Facility - Injune 151**
Prepared by: Mayor
Attachment : Mt Moffatt advisory - 1 December 2018 152
- 14.2 Graveside repairs at Roma Cemetery 153**
Prepared by: Mayor

Closure

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

ATTENDANCE

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

AS REQUIRED

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

WELCOME

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

APOLOGIES

There were no apologies for the meeting.

CONFIRMATION OF MINUTES

Resolution No. GM/03.2019/54

Moved Cr Newman

Seconded Cr Stanford

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

CARRIED

9/0

Resolution No. GM/03.2019/55

Moved Cr O'Neil

Seconded Cr Newman

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

CARRIED

9/0

Resolution No. GM/03.2019/56

Moved Cr O'Neil

Seconded Cr Stanford

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

CARRIED

9/0

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Cr. O'Neil indicated:

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

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

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

Resolution No. GM/03.2019/58

Moved Cr Stanford

Seconded Cr Chandler

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

CARRIED

8/0

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

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

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

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

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

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

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

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

ON THE TABLE

Item Number:

5.1

File Number: D19/21765

SUBJECT HEADING:

**REVISED EXPENSES REIMBURSEMENT POLICY
(COUNCILLORS)**

Officer's Title:

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

Executive Summary:

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

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

Resolution No. GM/03.2019/59

Moved Cr Golder

Seconded Cr McMullen

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

MOTION LOST

2/7

Resolution No. GM/03.2019/60

Moved Cr O'Neil

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

CARRIED

8/1

Item Number:

5.2

File Number: D19/21767

SUBJECT HEADING:

BRING YOUR OWN DEVICE POLICY

Officer's Title:

Manager - ICT Solutions

Executive Summary:

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

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

Resolution No. GM/03.2019/61

Moved Cr O'Neil

Seconded Cr Chambers

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

CARRIED

9/0

Responsible Officer

Manager - ICT Solutions

ON THE TABLE – CONFIDENTIAL ITEMS

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

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

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

BUSINESS

CORPORATE, COMMUNITY & COMMERCIAL SERVICES

Item Number: 11.1 File Number: D19/20955

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

Officer's Title: Contractor - Finance Systems Support

Executive Summary:

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

Resolution No. GM/03.2019/62

Moved Cr Chambers

Seconded Cr Newman

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

CARRIED

9/0

Responsible Officer

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

Item Number: 11.2 File Number: D19/22301

SUBJECT HEADING: INVESTMENT REPORT AS AT FEBRUARY 2019

Officer's Title: Contractor - Finance Systems Support

Executive Summary:

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

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

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

Resolution No. GM/03.2019/63

Moved Cr Chambers

Seconded Cr Stanford

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

CARRIED

8/1

Mayor Golder called for a division of the vote.

The outcomes were recorded as follows:

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

Responsible Officer	Contractor - Finance Systems Support
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INFRASTRUCTURE SERVICES

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

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

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

Executive Summary:

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

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

Resolution No. GM/03.2019/64

Moved Cr O'Neil

Seconded Cr Chambers

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

CARRIED

9/0

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

File Number: D19/21690

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

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

Executive Summary:

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

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

Resolution No. GM/03.2019/65

Moved Cr Scheffe

Seconded Cr Newman

That Council:

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

CARRIED

7/2

Mayor Golder called for a division of the vote.

The outcomes were recorded as follows:

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

Responsible Officer

Manager - Water, Sewerage & Gas

Item Number: 12.3 **File Number:** D19/21903

SUBJECT HEADING: ROMA CEMETERY PERIMETER FENCE PROJECT UPDATE

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

Executive Summary:

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

Resolution No. GM/03.2019/66

Moved Cr McMullen

Seconded Cr Stanford

That Council:

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

CARRIED

9/0

Responsible Officer

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

DEVELOPMENT, FACILITIES & ENVIRONMENTAL SERVICES

Item Number: 13.1 **File Number:** D19/15607

SUBJECT HEADING: ADOPTION OF THE YULEBA COBB & CO PARK MASTER PLAN

Officer's Title: Project Officer - Program & Contract Management

Executive Summary:

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

Moved Cr Chandler

Seconded (Not obtained)

That Council:

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

NO VOTE TAKEN

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

Resolution No. GM/03.2019/67

Moved Cr Chambers

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

CARRIED

9/0

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

Moved Cr Chandler

Seconded Cr Flynn

That Council:

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

NO VOTE TAKEN

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

Moved Cr McMullen

Seconded Cr Golder

That Council:

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

NO VOTE TAKEN

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

Resolution No. GM/03.2019/68

Moved Cr O'Neil

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

CARRIED

9/0

Item Number:

13.2

File Number: D19/15604

SUBJECT HEADING:

ADOPTION OF THE WALLUMBILLA CALICO COTTAGE & HERITAGE PRECINCT MASTER PLAN

Officer's Title:

Project Officer - Program & Contract Management

Executive Summary:

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

Resolution No. GM/03.2019/70

Moved Cr Chandler

Seconded Cr McMullen

That Council:

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

CARRIED

9/0

Responsible Officer

Project Officer - Program & Contract Management

Item Number:

13.3

File Number: D19/14196

SUBJECT HEADING:

ROMA AND DISTRICT CRICKET ASSOCIATION PROJECTS

Officer's Title:

Regional Sport & Recreation Development Coordinator

Executive Summary:

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

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

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

Resolution No. GM/03.2019/71

Moved Cr Flynn

Seconded Cr McMullen

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

CARRIED

9/0

Responsible Officer

**Regional Sport & Recreation Development
Coordinator**

Item Number:

13.4

File Number: D19/15029

SUBJECT HEADING:

WAVERTON HUB - THE HUB I BELONG!

Officer's Title:

Manager - Economic & Community Development

Executive Summary:

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

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

Resolution No. GM/03.2019/72

Moved Cr Newman

Seconded Cr O'Neil

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

CARRIED

9/0

Responsible Officer

**Manager - Economic & Community
Development**

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

Executive Summary:

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

Resolution No. GM/03.2019/73

Moved Cr Newman

Seconded Cr O'Neil

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

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

CARRIED

9/0

Responsible Officer

Manager - Facilities (Land, Buildings & Structures)
Support Officer - Facilities

Item Number: 13.6 **File Number:** D19/19319
SUBJECT HEADING: REGIONAL POOL REPORT FEBRUARY 2019
Officer's Title: Administration Officer - Council Buildings & Structures

Executive Summary:

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

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

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

Resolution No. GM/03.2019/74

Moved Cr Flynn

Seconded Cr Newman

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

CARRIED

9/0

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

SUBJECT HEADING: CHANGE APPLICATION (PINAROO ROMA INC.)

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

Applicant: N.G. Sanders & Associates Pty Ltd

Officer's Title: Lead Town Planner

Executive Summary:

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

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

Resolution No. GM/03.2019/75

Moved Cr Newman

Seconded Cr Flynn

That Council:

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

Amend the title of the decision notice from:

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

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

Described as Lot: 6 SP: 222875

to:

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

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

Described as Lot: 6 SP: 222875

And:

Amend the approved plan table from:

7. Approved plans

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

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

To;

7. Approved plans

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

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

And:

Amend Condition 1 from:

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

To:

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

Amend Condition 2 from:

Approved Plans and Documents

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

Drawing No. 09062/DD 1.00/B

Site Plan – Overall Village

Prepared by N.G Sanders and Associates Pty. Ltd

dated 18/02/14

Drawing No. 09062/DD1.10/B

Site Plan

Prepared by N.G Sanders and Associates Pty. Ltd

dated 18/02/14

Drawing No. 09062/DD2.00/B

Lower Level- secure staff parking plan

Prepared by N.G Sanders and Associates Pty. Ltd

dated 18/02/14

Drawing No. 09062/DD 2.01/B

Construction- Stage 1 Lower Level,

Secure staff parking

Prepared by N.G Sanders and Associates Pty. Ltd

dated 18/02/14

Drawing No. 09062/DD2.10/B

Accommodation Plan

Prepared by N.G Sanders and Associates Pty. Ltd

dated 18/02/14

Drawing No. 09062/DD2.11/B

Construction Stage 1 Accommodation Plan

Prepared by N.G Sanders and Associates Pty. Ltd

dated 18/02/14

Drawing No. 09062/dd2.20/B

Roof Plan

Prepared by N.G Sanders and Associates Pty. Ltd

dated 18/02/14

Drawing No. 09062/DD3/B

Elevations/sections

Prepared by N.G Sanders and Associates Pty. Ltd

dated 18/02/14

Document D5

Capricorn Municipal Development Guidelines – Stormwater Drainage Design Guidelines

dated 03/2012

Document D7

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

dated 03/2012

Document D11

Capricorn Municipal Development Guidelines – Water Reticulation Design Guidelines

dated 10/2007

Document D12

Capricorn Municipal Development Guidelines – Sewerage Reticulation Design Guideline

dated 10/2007

To:

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

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

And:

Delete Condition 6 and 38.

CARRIED

9/0

Responsible Officer

Lead Town Planner

Cr. Stanford left the Chamber at 10.00am, and returned at 10.02am.

Item Number:

13.8

File Number: D19/21590

SUBJECT HEADING:

THE BIG RIG ACTION GROUP ADDITIONAL INVESTMENT CAMPAIGN

Officer's Title:

Regional Tourism Development Coordinator

Executive Summary:

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

Resolution No. GM/03.2019/76

Moved Cr Chandler

Seconded Cr O'Neil

That Council partner with The Big Rig Action Group to:

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

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

CARRIED

9/0

Responsible Officer

Regional Tourism Development Coordinator

Item Number: 13.9

File Number: D19/21894

SUBJECT HEADING:

MITCHELL VISITOR INFORMATION CENTRE
ACCREDITATION

Officer's Title:

Regional Tourism Development Coordinator

Executive Summary:

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

Resolution No. GM/03.2019/77

Moved Cr Chandler

Seconded Cr Golder

That Council:

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

CARRIED

9/0

Responsible Officer

Regional Tourism Development Coordinator

Item Number: 16.1

File Number: D19/21957

SUBJECT HEADING:

REVIEW OF COUNCIL ADVISORY COMMITTEES

Councillor's Title:

Cr. Jan Chambers

Executive Summary:

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

Resolution No. GM/03.2019/78

Moved Cr Chambers

Seconded Cr Newman

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

CARRIED

8/1

Mayor Golder called for a division of the vote.

The outcomes were recorded as follows:

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

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

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

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

SUBJECT HEADING: 2019/20 AIRPORT FEES AND CHARGES

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

Executive Summary:

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

Resolution No. GM/03.2019/79

Moved Cr O'Neil

Seconded Cr Schefe

That Council:

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

Schedule of Airport Fees & Charges 2019/20

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

Development, Facilities & Environmental Services

Airports (Roma, Injune, Surat, Mitchell)

Airport

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

Airport – Roma – Passenger Tax & Security Screening

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

Page 3 of 9

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

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

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

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

Airport – Roma – Commercial Annual Landing Charges

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

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

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

Airport – Roma – Parking Charges

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

continued on next page ...

Page 4 of 9

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

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

Airport – Roma – Ground Space Rental

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

continued on next page ...

Page 5 of 9

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

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

Airport – Roma – Miscellaneous

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

continued on next page ...

Page 6 of 9

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

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

Fee Name	Parent	Page
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Index of all fees

A

Advertising – Billboard Mounted	[Airport – Roma – Miscellaneous]	6
Advertising – Fence Mounted	[Airport – Roma – Miscellaneous]	6
Advertising 4m x 2m	[Airport – Roma – Miscellaneous]	6
Advertising 6m x 4m	[Airport – Roma – Miscellaneous]	6
Airport – Landing Charges AVGAS & AVTUR Planes – Aircraft MTOW (kg) from 1,501kg to 5,700kg	[Airport]	3
Airport – Landing Charges AVGAS & AVTUR Planes – Aircraft MTOW (kg) 5701 kg and over	[Airport]	3
Airport – Landing Charges AVGAS & AVTUR Planes – Aircraft MTOW (kg) less than 1,500kg	[Airport]	3
Airport – Roma – Aerodrome Fees & Charges – Security Callout	[Airport]	3
AVGAS planes (based in the Maranoa Regional Council area) Single Engine (Refer Description)	[Airport – Roma – Private Annual Landing Charges]	4
AVGAS planes (based in the Maranoa Regional Council area) Single Engine (Refer Description)	[Airport – Roma – Commercial Annual Landing Charges]	4
AVGAS planes (based in the Maranoa Regional Council area) Twin Engine (Refer Description)	[Airport – Roma – Private Annual Landing Charges]	4
AVGAS planes (based in the Maranoa Regional Council area) Twin Engine (Refer Description)	[Airport – Roma – Commercial Annual Landing Charges]	4
AVGAS planes (based in the Maranoa Regional Council area) Ultra Light (Refer Description)	[Airport – Roma – Private Annual Landing Charges]	4
AVGAS planes (based in the Maranoa Regional Council area) Ultra Light (Refer Description)	[Airport – Roma – Commercial Annual Landing Charges]	4

C

Car Rental Kiosks	[Airport – Roma – Ground Space Rental]	6
Commercial – Annual Parking Charges (based in the Maranoa Regional Council area) Single & Twin Engine (Refer Description)	[Airport – Roma – Parking Charges]	5
Commercial – Annual Parking Charges (based in the Maranoa Regional Council area) Ultra Light (Refer Description)	[Airport – Roma – Parking Charges]	5
Commuter / Charter – Arrival and Departure (Children)	[Airport – Roma – Passenger Tax & Security Screening]	3
Commuter / Charter – Arrival Departure (Adult)	[Airport – Roma – Passenger Tax & Security Screening]	3
Commuter / Charter – Arrival Departure via Terminal Unscreened	[Airport – Roma – Passenger Tax & Security Screening]	3
Corporate Pass to Public Car Park	[Airport – Roma – Ground Space Rental]	5
Corporate Pass to Public Car Park – Administration Fee	[Airport – Roma – Ground Space Rental]	5

Fee Name	Parent	Page
I		
Issue of Aviation Security Identification Card (ASIC) on behalf of Aviation ID Australia (Private Agreement)	[Airport – Roma – Miscellaneous]	6
K		
Kiosk	[Airport – Roma – Ground Space Rental]	6
L		
Lost Corporate Pass Charge	[Airport – Roma – Ground Space Rental]	5
O		
Other aircraft – After one day (Refer Description)	[Airport – Roma – Parking Charges]	5
P		
Paid Parking Charges – Long Term Car Parking Space (Rental Car Companies only)	[Airport – Roma – Ground Space Rental]	6
Paid Parking Charges – Long Term Car Parking Space (Rental Car Companies only)	[Airport – Roma – Ground Space Rental]	6
Paid Parking Charges – Long Term Car Parking Space (Rental Car Companies only)	[Airport – Roma – Ground Space Rental]	6
Paid Parking Charges – Maximum Daily Fee	[Airport – Roma – Ground Space Rental]	5
Paid Parking Charges – Public Parking – Hourly	[Airport – Roma – Ground Space Rental]	5
Paid Parking Charges – Rental Cars	[Airport – Roma – Ground Space Rental]	6
Passenger Transport – Arrival and Departure (Adult)	[Airport – Roma – Passenger Tax & Security Screening]	3
Passenger Transport – Arrival and Departure (Children)	[Airport – Roma – Passenger Tax & Security Screening]	3
Private – Annual Parking Charges (based in the Maranoa Regional Council area) Single & Twin Engine (Refer Description)	[Airport – Roma – Parking Charges]	4
Private – Annual Parking Charges (based in the Maranoa Regional Council area) Ultra Light (Refer Description)	[Airport – Roma – Parking Charges]	5
S		
Soft Drink Vending Machine	[Airport – Roma – Miscellaneous]	6
T		
Terminal Floor Space	[Airport – Roma – Ground Space Rental]	6

Page 9 of 9

CARRIED

7/1

Mayor Golder called for a division of the vote.

The outcomes were recorded as follows:

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

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

 COUNCIL ADJOURNED THE MEETING
 FOR MORNING TEA AT 10.21AM

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

Item Number:

C.2

File Number: D19/19966

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

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

Resolution No. GM/03.2019/80
Moved Cr Chandler
Seconded Cr Chambers

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

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

continued on next page ...

Page 3 of 14

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

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

Excess Animal Application

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

Dog Registration

All dog registrations expire at 30 June each year

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

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Page 4 of 14

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

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

continued on next page ...

Page 5 of 14

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

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Page 6 of 14

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

Page 7 of 14

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

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Page 8 of 14

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

Page 9 of 14

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

Horse, Cattle, Camel, Sheep, Goat or Swine	Cost of repairs and / or damages to Council, Developer or Main Roads	Cost of repairs and / or damages to Council, Developer or Main Roads			Local Government Act 2009 S 262 (3)(c)		N	Animals	R
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Page 10 of 14

Fee Name

Parent

Index of all fees

A

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

B

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

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

D

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

E

continued on next page ...

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

continued on next page ...

Page 12 of 14

Fee Name	Parent
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N [continued]

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

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

R

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

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

Mayor Golder called for a division of the vote.

The outcomes were recorded as follows:

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

Responsible Officer	Manager - Community Services
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Item Number:

C.3

File Number: D19/19662

SUBJECT HEADING:

LEARN TO SWIM POOL - DENISE SPENCER MEMORIAL POOL ROMA

Officer's Title:

Administration Officer - Council Buildings & Structures

Executive Summary:

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

Resolution No. GM/03.2019/81

Moved Cr Chambers

Seconded Cr Newman

That Council:

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

CARRIED

8/1

Mayor Golder called for a division of the vote.

The outcomes were recorded as follows:

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

Responsible Officer

Administration Officer - Council Buildings & Structures

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

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

Item Number:

C.4

File Number: D19/19723

SUBJECT HEADING:

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

Officer's Title:

Administration Officer - Land Administration

Executive Summary:

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

Resolution No. GM/03.2019/82

Moved Cr Newman

Seconded Cr McMullen

That Council:

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

CARRIED

8/0

Responsible Officer

Deputy Director Infrastructure Services/Strategic Road Management

Administration Officer - Land Administration

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

Resolution No. GM/03.2019/83

Moved Cr O'Neil

Seconded Cr Newman

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

CARRIED

8/0

Item Number:

C.6

File Number: D19/20549

SUBJECT HEADING:

CLAIM FOR DAMAGES - INCIDENT MCDOWALL STREET, ROMA

Officer's Title:

Land Administration Officer

Executive Summary:

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

Resolution No. GM/03.2019/84

Moved Cr O'Neil

Seconded Cr McMullen

That Council:

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

CARRIED

8/0

Responsible Officer

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

Administration Officer - Land Administration

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

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

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

SUBJECT HEADING: AGREEMENT FOR LICENCE TO USE FACILITIES
MITCHELL WORKSHOP

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

Executive Summary:

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

Resolution No. GM/03.2019/85

Moved Cr O'Neil

Seconded Cr Stanford

That Council:

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

CARRIED

8/0

Responsible Officer

Operations Manager - Plant, Fleet & Workshops

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

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

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

Officer's Title: Manager - Saleyards

Executive Summary:

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

Resolution No. GM/03.2019/86

Moved Cr Flynn

Seconded Cr McMullen

That Council:

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

a) that for the selling fee for calves, the description of a calf has changed

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

Roma Saleyards Fees and Charges 2019/20

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

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

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

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

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

CARRIED

9/0

Responsible Officer

Manager - Saleyards

Item Number:

C.8

File Number: D19/20665

SUBJECT HEADING:

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

Officer's Title:

Manager - Saleyards

Executive Summary:

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

Resolution No. GM/03.2019/87

Moved Cr McMullen

Seconded Cr Flynn

That Council:

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

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

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

CARRIED

9/0

Responsible Officer

Manager – Saleyards

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

SUBJECT HEADING: REQUEST HARDSHIP APPLICATION - ASSESSMENT
11002300 & 11006616

Officer's Title: Rates and Utilities Billing Officer

Executive Summary:

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

Resolution No. GM/03.2019/88

Moved Cr Newman

Seconded Cr Chandler

That Council:

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

CARRIED

9/0

Responsible Officer

Rates and Utilities Billing Officer

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

SUBJECT HEADING: LEASE - MARANOA CRECHE AND KINDERGARTEN
ASSOCIATION

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

Executive Summary:

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

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

Council was asked to consider the matter.

Resolution No. GM/03.2019/89

Moved Cr Chambers

Seconded Cr Chandler

That Council:

1. Acknowledge that Maranoa Crèche and Kindergarten Association Limited is exercising the second option in their lease over Lot 13 on 8613 being C & K Maranoa Kindergarten.
2. Authorise the Chief Executive Officer sign the Form 13 Amendment.

CARRIED

9/0

Responsible Officer
**Facility Lease Management & Housing
Officer/Team Coordinator**
Item Number:
C.11
File Number: D19/20504
SUBJECT HEADING:
PERSONAL INJURIES CLAIM
Officer's Title:
Land Administration Officer
Executive Summary:

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

Moved Cr McMullen
Seconded (Not obtained)
That Council:

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

NO VOTE TAKEN

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

Resolution No. GM/03.2019/90
Moved Cr McMullen

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

CARRIED
8/1
Item Number:
C.12
File Number: D19/21769
SUBJECT HEADING:
**TABLING FURTHER CORRESPONDENCE IN RELATION
TO STAGE 1 - ROMA FLOOD MITIGATION**
Officer's Title:
Chief Executive Officer
Executive Summary:

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

Resolution No. GM/03.2019/91

Moved Cr Chambers

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

CARRIED

9/0

Item Number:

C.13

File Number: D19/21771

SUBJECT HEADING:

REQUEST FOR FINANCIAL ASSISTANCE FROM ROMA RSL

Officer's Title:

Regional Grants & Council Events Development Coordinator

Executive Summary:

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

Resolution No. GM/03.2019/92

Moved Cr Golder

Seconded Cr McMullen

That Council:

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

CARRIED

8/1

Mayor Golder called for a division of the vote.

The outcomes were recorded as follows:

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

Responsible Officer

Regional Grants & Council Events
Development Coordinator

Item Number: C.14 File Number: D19/20933

SUBJECT HEADING: DESTINATION BRAND AND TOURISM MARKETING STRATEGY

Officer's Title: Regional Tourism Development Coordinator

Executive Summary:

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

Resolution No. GM/03.2019/93

Moved Cr Chandler

Seconded Cr Scheffe

That Council:

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

CARRIED

9/0

Responsible Officer

Regional Tourism Development Coordinator

Item Number: C.15 File Number: D19/22138

SUBJECT HEADING: REQUEST TO STABLE HORSE - WARROO SPORTING COMPLEX

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

Executive Summary:

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

Resolution No. GM/03.2019/94

Moved Cr Chandler

Seconded Cr Scheffe

That Council:

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

CARRIED

8/1

Mayor Golder called for a division of the vote.

The outcomes were recorded as follows:

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

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

C.16

File Number: D19/22206

SUBJECT HEADING:

REQUEST FOR FEE WAIVER AT BASSETT PARK

Officer's Title:

Regional Grants & Council Events Development Coordinator

Executive Summary:

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

Resolution No. GM/03.2019/95

Moved Cr McMullen

Seconded Cr Stanford

That Council:

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

CARRIED

9/0

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

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

Officer's Title: Assets Officer - Transport Network

Executive Summary:

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

Resolution No. GM/03.2019/96

Moved Cr Scheffe

Seconded Cr Golder

That Council:

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

CARRIED

9/0

Responsible Officer

Assets Officer - Transport Network

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

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

Officer's Title: Manager - Procurement & Plant

Executive Summary:

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

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

Resolution No. GM/03.2019/97

Moved Cr Chandler

Seconded Cr Newman

That Council:

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

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

CARRIED

9/0

Responsible Officer

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

Item Number:

C.19

File Number: D19/22515

SUBJECT HEADING:

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

Officer's Title:

Manager - Procurement & Plant

Executive Summary:

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

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

Resolution No. GM/03.2019/98

Moved Cr Flynn

Seconded Cr Newman

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

CARRIED

7/2

Cr. Golder called for a division of the vote.

The outcomes were recorded as follows:

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

Responsible Officer

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

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

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

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

Executive Summary:

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

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

Resolution No. GM/03.2019/99

Moved Cr Flynn

Seconded Cr Newman

That:

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

CARRIED

9/0

Responsible Officer

**Procurement Officer – CMO / System Admin
(Contract Register)**

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

SUBJECT HEADING: PERSONAL INJURIES CLAIM

Officer's Title: Land Administration Officer

Executive Summary:

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

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

Resolution No. GM/03.2019/100

Moved Cr McMullen

Seconded Cr Stanford

That Council:

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

CARRIED

5/4

Mayor Golder called for a division of the vote.

The outcomes were recorded as follows:

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

Responsible Officer

Land Administration Officer

COUNCIL ADJOURNED THE MEETING
FOR A BRIEF RECESS AT 11.58AM

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

COUNCIL ADJOURNED THE MEETING
FOR LUNCH 12.28PM

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

LATE ITEMS

Item Number:

L.1

File Number: D19/23461

SUBJECT HEADING:

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

Officer's Title:

**Regional Grants & Council Events Development
Coordinator**

Executive Summary:

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

Resolution No. GM/03.2019/101

Moved Cr Chambers

Seconded Cr Newman

That Council:

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

CARRIED

9/0

Responsible Officer

**Regional Grants & Council Events
Development Coordinator**

Item Number:

L.2

File Number: D19/23612

SUBJECT HEADING:

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

Officer's Title:

**Regional Grants & Council Events Development
Coordinator**

Executive Summary:

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

Resolution No. GM/03.2019/102

Moved Cr O'Neil

Seconded Cr Newman

That Council:

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

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

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

CARRIED

9/0

Responsible Officer

**Regional Grants & Council Events
Development Coordinator**

CONFIDENTIAL ITEMS – (Discussed in Closed Session)

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

- (e) contracts proposed to be made by it;
- (h) other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage;

Resolution No. GM/03.2019/103

Moved Cr O'Neil

Seconded Cr Newman

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

CARRIED

9/0

DECLARATION OF CONFLICTS OF INTEREST – LATE ITEMS

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

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

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

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

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

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

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

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

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

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

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

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

Resolution No. GM/03.2019/104

Moved Cr O'Neil

Seconded Cr Chandler

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

CARRIED

7/0

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

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

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

Item Number:

C.12

File Number: D19/21769

SUBJECT HEADING:

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

Officer's Title:

Chief Executive Officer

Executive Summary:

Tabling correspondence from a landowner in relation to Stage 1.

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

Resolution No. GM/03.2019/105

Moved Cr Newman

Seconded Cr Schefe

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

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

CARRIED

7/0

Responsible Officer
Chief Executive Officer

Cr. Chambers, Chandler and Newman left the Chamber at 2.21pm.

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

Cr. Newman returned to the Chamber at 2.25pm.

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

Resolution No. GM/03.2019/106
Moved Cr Chambers

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

CARRIED

9/0

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

Item Number:

5.1

File Number: D19/21765

SUBJECT HEADING:

**REVISED EXPENSES REIMBURSEMENT POLICY
(COUNCILLORS)**

Officer's Title:

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

Executive Summary:

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

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

Moved Cr Chambers
Seconded Cr Newman

That Council adopt the revised Expenses Reimbursement Policy (Councillors)

NO VOTE TAKEN

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

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

The Chief Executive Officer left the Chamber at 3.23pm.

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

Cr. Schefe left the Chamber at 3.28pm.

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

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

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

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

Cr. Schefe returned to the Chamber at 3.40pm.

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

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

Executive Summary:

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

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

Resolution No. GM/03.2019/107

Moved Mayor Golder

Seconded Cr McMullen

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

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

That the policy be amended to incorporate the following change:

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

MOTION LOST

2/6

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

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

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

Resolution No. GM/03.2019/108

Moved Cr Chambers

Seconded Cr Newman

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

Purpose

The purpose of this policy is to:

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

2. Scope

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

3. Definitions

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

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

Professional Development

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

Mandatory Professional Development:

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

Discretionary Professional Development:

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

4. Details

4.1 KEY PRINCIPLES

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

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

4.2 EXPENSES

4.2.1 Payment of Expenses

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

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

4.2.2 Council Business & Other Events

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

- Council Business

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

4.2.3 Professional Development

Council will reimburse expenses incurred for:

- Mandatory Professional Development; and
- Discretionary Professional Development.

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

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

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

4.2.4 Travel Costs

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

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

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

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

4.2.5 Accommodation

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

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

Council will generally pay for the most economical deal available for bookings outside of

the region of a three or four star rating. For accommodation within the town of Roma, Council will make available two options:

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

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

4.2.6 Meals and Beverages

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

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

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

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

4.2.7 Councillor Community Engagement (Excluding Caretaker Period)

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

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

4.2.8 Additional Expenses for Mayor Hospitality

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

The maximum amount of hospitality expenses that may be reimbursed to the Mayor, or

paid for by Council, in this regard is \$4,000 per annum. Notwithstanding clause 4.2.6, Mayor Hospitality pursuant to this clause may include the purchase of alcoholic beverages.

4.3 FACILITIES

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

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

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

4.3.1 Office Space, Access to Meeting Rooms and Office Equipment

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

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

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

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

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

As soon as dates are known, the meeting, appointment or event will be recorded and

invitations sent via Microsoft Outlook to all Councillors including the Mayor, or just to the Mayor where only the Mayor is invited.

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

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

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

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

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

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

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

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

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

Option 2 – Response to Electronic Diary Invitations

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

- Accept
- Tentative
- Decline

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

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

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

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

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

4.3.3 Administrative Support to Elected Members and use of Letterhead

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

- Customer Requests
- Complaints
- Council Meeting Correspondence

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

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

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

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

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

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

4.3.4 Maintenance Costs of Council Equipment

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

4.3.5 Insurance Cover

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

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

4.3.6 Uniform

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

- Name Badge
- Corporate branded shirts
- Corporate branded jacket

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

4.4 VEHICLES

Summary (Extract from New Councillor Checklist Form)

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

4.4.1 Council Owned Vehicle – Option 1 or Option 2

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

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

Option 2 Purchase of Limited Private Use

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

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

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

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

Option 3

A Councillor may prefer to use their private vehicles.

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

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

Councillor Vehicle Fleet

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

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

4.5 Information and Communication Technology (ICT) EQUIPMENT

4.5.1 Mobile Devices (Calls and Data)

Summary (Extract from New Councillor Checklist Form)

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

4.5.2 Council E-mail Address

Summary

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

council@maranoa.qld.gov.au

customer.service@maranoa.qld.gov.au

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

mayor@maranoa.qld.gov.au

councillors@maranoa.qld.gov.au

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

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

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

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

5. Related Legislation and Policies

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

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

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

6. Associated Documents

Nil

CARRIED

8/1

Mayor Golder called for a division of the vote.

The outcomes were recorded as follows:

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

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

Item Number:

LC.1

File Number: D19/21972

SUBJECT HEADING:

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

Officer's Title:

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

Executive Summary:

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

Resolution No. GM/03.2019/109

Moved Cr Chambers

Seconded Cr Newman

That Council:

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

Representation	Recommended Member
Historical Representative	Maree Worland, Roma And District Family History Society Incorporated (Roma History Lodge) with Jenny Hewitt nominated as proxy
Tourism Representative	Meryl Eddie, Visit Roma
Industry Representative (2)	Mr Scott Wason, former Councillor, Portfolio Chair and Saleyard Advisory Committee Chairman

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

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

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

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

Officer's Title: Chief Executive Officer

Executive Summary:

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

Resolution No. GM/03.2019/110	
Moved Cr Schefe	Seconded Cr Chandler
That Council not proceed with an investigation noting Cr McMullen's agreement to that approach.	
CARRIED	8/0

Responsible Officer	Chief Executive Officer
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Resolution No. GM/03.2019/111

Moved Cr Chambers

Seconded Cr O'Neil

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

CARRIED

8/0

Responsible Officer

Chief Executive Officer

Resolution No. GM/03.2019/112

Moved Cr Chambers

Seconded Cr O'Neil

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

COUNCILLOR COMPLAINTS ASSESSED UNDER THE PREVIOUS LEGISLATION

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

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

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

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

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

CARRIED

7/1

Mayor Golder called for a division of the vote.

The outcomes were recorded as follows:

Those in Favour of the Motion	Those Against the Motion
Cr. Chambers	Cr. Golder

Cr. Chandler	
Cr. Flynn	
Cr. Newman	
Cr. O'Neil	
Cr. Schefe	
Cr. Stanford	

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

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

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

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

Officer's Title: Chief Executive Officer

Executive Summary:

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

Resolution No. GM/03.2019/113

Moved Cr Schefe

Seconded Cr Chambers

That Council:

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

CARRIED

9/0

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

Executive Summary:

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

Resolution No. GM/03.2019/114

Moved Cr Chambers

Seconded Cr Newman

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

CARRIED

9/0

Responsible Officer

Chief Executive Officer

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

Executive Summary:

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

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

Resolution No. GM/03.2019/115

Moved Cr O'Neil

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

CARRIED

9/0

Responsible Officer

Project Officer - Program & Contract Management

CLOSURE

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

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

.....
Mayor.

.....
Date.

MINUTES OF THE SPECIAL MEETING OF MARANOA REGIONAL COUNCIL HELD AT ROMA ADMINISTRATION CENTRE ON 1 APRIL 2019 COMMENCING AT 6.15PM

ATTENDANCE

Mayor Cr. T D Golder chaired the meeting with Deputy Mayor J L Chambers, Cr. P J Flynn, Cr. G B McMullen, Cr. W M Newman, Cr. C J O'Neil, Cr D J Scheffe, Cr. J M Stanford, Chief Executive Officer – Julie Reitano in attendance.

AS REQUIRED

Director Corporate, Community & Commercial Services – Sharon Frank.

WELCOME

The Mayor welcomed all present and declared the meeting open at 6.15pm.

APOLOGIES

Resolution No. SM/04.2019/01

Moved Cr O'Neil

Seconded Cr McMullen

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

CARRIED

8/0

DECLARATION OF CONFLICTS OF INTEREST

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

- 3.1 (a) – Recommendation to Procure Plant

due to her son Matthew Chambers being an employee of Hastings Deering (Aust LTD), a company that had submitted a quotation for each of the items under Council's consideration. In the instance of Council accepting the quotation submitted by the said company, for either or both of these items of business, the company stands to benefit financially.

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

BUSINESS

Item Number:

3.1

File Number: D19/26395

SUBJECT HEADING:

SPECIAL MEETING FOR THREE (3) ITEMS

Officer's Title:

Chief Executive Officer

Executive Summary:

The meeting was held to consider three items:

- *Resolutions – Plant (Procurement)*
- *TSBE Event (Endorsement of Councillor Attendance at Toowoomba & Surat Basin (TSBE) Enterprise Event)*
- *Federal Member Request (Councillor Feedback on the Australian Government's Drought Programs)*

Each of the items for the Special Meeting were considered separately and accordingly were allocated a separate Item reference.

Cr. Chambers, having previously foreshadowed a 'Material Personal Interest' in the following item, for reasons stated under Section 'COUNCILLOR DECLARATIONS OF CONFLICTS OF INTEREST,' left the Chamber at 6.16pm, taking no part in discussions and debate on the matter.

Item Number: 3.1(a) **File Number:** N/a

SUBJECT HEADING: RESOLUTIONS – PLANT (PROCUREMENT)

Officer's Title: Chief Executive Officer

Executive Summary:

This item was initially discussed at the General Meeting on 13 March 2019.

Resolution No. SM/04.2019/02

Moved Cr Newman

Seconded Cr Stanford

That the minutes of the General Meeting on 13 March 2019 be annotated to reflect the full company names:

Resolution No. GM/03.2019/42

That Council:

1. ***Defer the purchase of the Incline Screen.***
2. ***Procure three (3) John Deere 670GP Maintenance Graders from Hitachi Construction Machinery (Australia) Pty Ltd for a total purchase price of \$1,431,154.63 including GST, plus statutory registration costs.***
3. ***Authorise the Chief Executive Officer (or delegate) to enter into final negotiations with Hitachi Construction Machinery (Australia) Pty Ltd and raise purchase orders if the final terms are acceptable; and***
4. ***Assign expenditure to General Ledger 6551.***

Resolution No. GM/03.2019/22

That Council:

1. ***Select Hastings Deering (Australia) Limited as the recommended supplier for VP125625 – Request for Quotations for the Supply and Delivery of One (1) 25-35t Refuse/Landfill Compactor.***
2. ***Authorise the Chief Executive Officer (or delegate) to enter into final negotiations with ~~Select~~ Hastings Deering (Australia) Limited, noting the value of \$699,600 inclusive of GST, and form a contract by way of purchase order if the final terms are acceptable.***
3. ***Assign the expenditure to General Ledger 6551.***

CARRIED

?

Responsible Officer

Director - Corporate, Community & Commercial Services

At cessation of discussion and debate on the abovementioned item, Cr. Chambers returned to the Chamber at 6.22pm.

Item Number: 3.1(b) **File Number:** N/a

SUBJECT HEADING: **ENDORSEMENT OF COUNCILLOR ATTENDANCE AT TOOWOOMBA & SURAT BASIN (TSBE) ENTERPRISE EVENT**

Officer's Title: Chief Executive Officer

Executive Summary:

The agenda item sought endorsement of Councillor attendance at a TSBE Enterprise Evening event on 4 April 2019 at Parliament House in Brisbane, as part of enhancing strategy development for Maranoa Regional Council through exploring networking with industry and government representatives at the forum.

Council is member organisation of TSBE, with Cr. O'Neil being Council's nominated representative on behalf of Council and as such is also attending this event.

Resolution No. SM/04.2019/03

Moved Cr O'Neil

Seconded Cr Chambers

That Council:

1. Endorse the additional attendance of Mayor Golder and Cr. Scheffe at the Toowoomba & Surat Basin Enterprise Evening on 4 April 2019 in Brisbane.
2. Draw associated travel costs from the relevant Councillor Budgets.

CARRIED

8/0

Responsible Officer

Lead Officer – Elected Members & Community Engagement

Item Number: 3.1(c) **File Number:** N/a

SUBJECT HEADING: **COUNCILLOR FEEDBACK ON THE AUSTRALIAN GOVERNMENTS' DROUGHT PROGRAMS**

Officer's Title: Chief Executive Officer

Executive Summary:

The Australian Government has committed almost \$7 billion in new assistance, additional funding and improvements to existing support available for those drought affected.

On 7 February 2019, The Hon David Littleproud MP, Federal Member for Maranoa and Minister for Agriculture and Water Resources, requested feedback from Council with regard to drought programs being rolled out and further sought suggestions about future programs.

Resolution No. SM/04.2019/04

Moved Cr Stanford

Seconded Cr O'Neil

That Council authorise the Chief Executive Officer to respond to the Minister for Agriculture and Water Resources on behalf of Council, on the basis of feedback provided by Councillors and Staff.

CARRIED

8/0

Responsible Officer

**Manager Economic & Community
Development/Chief Executive Officer**

CLOSURE

There being no further business, the Mayor thanked Council for their attendance and declared the meeting closed at 6.25pm.

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

.....
Mayor.

.....
Date.

MINUTES OF THE BUDGET SUBMISSIONS & FINANCIAL PLANNING STANDING COMMITTEE MEETING OF MARANOA REGIONAL COUNCIL HELD AT ROMA ADMINISTRATION CENTRE ON 1 APRIL 2019 COMMENCING AT 9.20AM

ATTENDANCE

Mayor Cr. T D Golder chaired the meeting with Deputy Mayor J L Chambers, Cr. N H Chandler (until 5.41pm), Cr. P J Flynn, Cr. G B McMullen, Cr. W M Newman, Cr. C J O'Neil, Cr D J Schefe, Cr. J M Stanford, Chief Executive Officer – Julie Reitano in attendance.

AS REQUIRED

Deputy Chief Executive Officer/Director Development, Facilities & Environmental Services – Rob Hayward, Director Corporate, Community & Commercial Services – Sharon Frank, Deputy Director Infrastructure Services/Strategic Road Management – Cameron Hoffmann, Lead Infrastructure Program Funding & Budget Coordination Officer – Cindy Irwin, Associate to the Director / Budget & Support Coordination / Emergency Management – Gemma Lines.

WELCOME

The Mayor welcomed all present and declared the meeting open at 9.20am.

APOLOGIES

There were no apologies for the meeting.

DECLARATION OF CONFLICTS OF INTEREST

There were no declarations of Conflicts of Interest for the meeting.

BUSINESS

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

- (c) the local government budget;

Resolution No. BUD/04.2019/05

Moved Cr Chambers

Seconded Cr

That Council close the meeting to the public at 9.21am.

CARRIED

9/0

Mayor Golder left the Chamber at 9.53am, with Deputy Mayor, Cr. Chambers, taking the role of Acting Chair in his absence.

COUNCIL ADJOURNED THE MEETING
FOR MORNING TEA AT 11.06AM

SUBJECT HEADING: RESUMPTION OF STANDING ORDERS
COUNCIL RESUMED THE MEETING IN CLOSED SESSION AT 11.24AM

COUNCIL ADJOURNED THE MEETING
FOR LUNCH AT 12.00PM

SUBJECT HEADING: RESUMPTION OF STANDING ORDERS
COUNCIL RESUMED THE MEETING IN CLOSED SESSION AT 1.40PM

Mayor Golder returned to the Chamber at the resumption of standing orders at 1.40pm.

Mayor Golder left the Chamber at 3.00pm, with Deputy Mayor, Cr. Chambers taking the role of Acting Chair in his absence.

Mayor Golder returned to the Chamber at 3.30pm, assuming the Chair.

Cr. Stanford left the Chamber at 4.37pm, and returned at 4.40pm.

Cr. Flynn left the Chamber at 4.36pm, and returned at 4.41pm.

Cr. Chandler left the meeting at 5.41pm, and did not return for the remainder of the meeting.

Resolution No. BUD/04.2019/06

Moved Cr Chambers

Seconded Cr Newman

That Council open the meeting to the public at 5.55pm.

CARRIED

8/0

Item Number:

C.1

File Number: D19/26955

SUBJECT HEADING:

DRAFT BUDGET DELIBERATIONS

Officer's Title:

Chief Executive Officer

Executive Summary:

The committee considered draft documents and information previously requested.

Resolution No. BUD/04.2019/07

Moved Cr O'Neil

Seconded Cr Newman

That a report be prepared for an upcoming meeting in regard to fees and charges associated with credit card charges.

CARRIED

8/0

Responsible Officer

**Director Corporate, Community &
Commercial Services**

Resolution No. BUD/04.2019/08

Moved Cr Chambers

Seconded Cr Newman

That Council note the list of capital projects/priorities identified during the meeting.

CARRIED

9/0

Responsible Officer

Chief Executive Officer

Resolution No. BUD/04.2019/09

Moved Cr Flynn

Seconded Cr Golder

That Council note the information prepared and discussed for non-urban industrial rates and the associated categories/groupings:

- refineries and transformers;
- all other categories.

CARRIED (The Mayor exercised his 'Casting Vote in favour of the motion)

5/4

Responsible Officer

Director Corporate, Community & Commercial Services

CLOSURE

There being no further business, the Mayor thanked Council for their attendance and declared the meeting closed at 6.01pm.

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

.....
 Mayor.

.....
 Date.

OFFICER REPORT**Meeting:** General 10 April 2019**Date:** 3 April 2019**Item Number:** 5.1**File Number:** D19/25994**SUBJECT HEADING:** Adoption of the Yuleba Cobb & Co Park Master Plan**Classification:** Open Access**Officer's Title:** Project Officer - Program & Contract Management

Executive Summary:

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

Officer's Recommendation:

That Council:

1. Receive and adopt the final draft of the Yuleba Cobb & Co Park Master Plan.
 2. Include the preparation of the Yuleba Fire Tower Feasibility Study as part of the 2019/20 budget deliberations with an estimated budget allocation of \$25,000.
 3. In conjunction with, and as per **Resolution GM/06.2017/49**, Council continue to work with the Yuleba Development Group to undertake the Yuleba Fire Tower Feasibility Study during the 2019-20 financial year.
-

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).

Not at this stage.

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
BCA	Building Code of Australia
MAK Planning	MAK Planning & Design, the company engaged to

	complete the Master Plan
TMR	Department of Transport & Main Roads
YDG	Yuleba Development Group

Context:

Why is the matter coming before Council?

Council have received the final draft of the Yuleba Cobb & Co Park Master Plan. This Master Plan has been developed based on two rounds of consultation with the Yuleba community, including representatives from the Yuleba Development Group, and incorporates internal Council feedback.

The Master Plan provides a long-term vision for the Cobb & Co Park, identifying what it should look like and how it will function into the future. The Master Plan is intended to provide Council and the Yuleba Community a conceptual design framework and consistent direction for the future enhancement of the Park. A Master Plan avoids ad hoc development that may result in a sub-optimal outcome.

The Master Plan describes a number of key elements which will be the focus of the Park, including the Yuleba Forestry Fire Tower & Interpretive Centre, Yuleba Water Tower, existing Cobb & Co Interpretive Wall, and two display sheds to house the restored Yuleba Bush Fire Truck and a Cobb & Co Stage Coach (original or replica). The Plan also allows for short stay camping, formal car parking, picnic shelters, and footpaths throughout the site. Power & water to camping sites, an amenities block and waste dump-point are included within the Plan; however, it is not necessary to immediately include these elements.

The Plan also allows for a number of displays, including local history stories of the Cobb & Co, pack horse runs, railway, agriculture and gas, and the Cyprus Pine sawmills. The Plan is non-specific in its description or locations of the various displays, which allows for community ideas about how each display will be presented to be developed over time and different experiences.

The Master Plan is located on four property lots, three of which are owned by Council. The fourth, and largest lot is owned and controlled by the State (Queensland Rail). It is noted within the Plan that it is not Council's intention to carry out any physical works without either the permission of Queensland Rail, or Council's purchase of the land.

The construction elements of the Master Plan have been costed by a quantity surveyor, to give Council confidence in the overall capital cost associated with the Park. The elements of the Master Plan can be implemented over time, as funds become available, either through Council budgets or grants. The management of the Park, including costs associated with operations and maintenance are outside the scope of the Master Plan.

There are a 5 recommendations within the Master Plan to continue the planning of the Park, including:

1. Present the master plan to Maranoa Regional Council¹ for endorsement of the master plan but subject to a feasibility study (Recommendation #2) that

- provides the detail and quantifies the financial commitment for Council over the next decade.
2. Undertake a feasibility study for the re-erection of the Yuleba Fire Tower and the Yuleba Fire Tower Interpretative Centre with a particular focus on:
 - a. management—the responsible entity and entity structure; insurances
 - b. financial—revenue and expense projections for ten years
 - c. operation—including crowd control, camper control, facility opening times etc
 - d. information technology—engage with specialists to design the information technology architecture for the
 - e. interpretative centre, its operation, cost and maintenance requirements
 - f. emergency—including responding to medical and other emergencies, particularly on the tower
 - g. maintenance—including roles and responsibilities between MRC and the Yuleba Development Group
 - h. personnel—including who will staff the facility, staff training, safety of staff, communication
 - i. marketing—promotion of the facility to potential visitors across all platforms
 - j. visitor experience—audio visual production, information displays, historical research
 - k. security—including staff security, handling and transport of cash and after-hours facility security.
 3. Obtain final engineering drawings and costings for the erection of the fire tower from the appointed contractor.
 4. Finalise the purchase of the required land from Queensland Railways and consider road closures if required.
 5. Subject to a successful feasibility study:
 - a. develop a facility management plan that includes an asset maintenance plan with a 10-year forward financial projection that can be used for budgeting purposes.
 - b. the Yuleba Development Group needs to develop a draft Cobb & Co Park management plan that considers
 - c. staffing and day-to-day operational issues for the fire tower and interpretative centre.
 - d. undertake the detailed design of elements (e.g. gardens, interpretative centre, display shed) before construction is commenced.
 - e. seek grant funds to construct various elements of the master plan.
 - f. reuse the original fire tower's timber legs in Cobb & Co Park. When milled, the timber might be suitable for
 - g. furniture, signage and decorative elements within the Yuleba Fire Tower Interpretative Centre.
 - h. engage a historian to research the topics for use in the Yuleba Fire Tower Interpretative Centre.

The Feasibility Study will provide Council with detailed information, costing, and answer the “unknowns” associated with the re-erection of the Fire Tower and Fire Tower Interpretative Centre. It should focus on management, operations, maintenance, information technology and visitor experience at a minimum. It is intended that the Feasibility Study will provide Council and the Yuleba Development Group with

confidence that this structure can be re-erected in a way that meets both Council and community expectations.

It is recommended that Council receive and adopt the Yuleba Cobb & Co Park Master Plan, noting the preparation of a feasibility study for the re-erection of the Yuleba Fire Tower and the Yuleba Fire Tower Interpretative Centre should be undertaken next financial year.

As noted in the previous Officer's Report on the Yuleba Cobb & Co Park Master Plan, recommendations regarding future year budget inclusions will be presented to Council through the budget deliberation process by the Economic & Community Development department.

Background:

Has anything already happened in relation to this matter?

(Succinct overview of the relevant facts, without interpretation)

Yuleba Fire Tower & Partnership with the Yuleba Development Group

In June 2017, the Yuleba Development Group wrote to Council to seek partnership and support to retain the Yuleba Creek Forestry Fire Tower. Council considered this matter at the General Meeting, 14 June 2017.

Resolution No. GM/06.2017/49

That Council give its 'In-principle' support to partner with the Yuleba Development Group as proposed in the email received by Council on 13 June 2017, seeking to retain the fire tower located in the Yuleba State Forest for historical purposes in the town of Yuleba, however, no financial commitment is given at this point in time.

Yuleba Cobb & Co Park Master Plan

In June 2018, Council, through the Economic & Community Development Department, commissioned MAK Planning to undertake the Master Planning process for the Yuleba Cobb & Co Park.

Initial community consultations were held with stakeholders including internal Council staff, the Yuleba Development Group and Yuleba community in August 2018. Comments from these meetings were provided to Council at the General Meeting, 12 December 2018.

Resolution No. GM/12.2018/53

That Council:

- 1. Receive the first draft of the Yuleba Cobb & Co Park Master Plan.***
- 2. Seek quantity surveyor costings for the different elements of the design.***
- 3. Undertake community consultation to finalise the design, with the final plan to be brought back to Council for final approval.***

The updated Master Plan Report based on Councillor comments at the 12 December meeting were presented back to Council at the General Meeting, 27 February 2019. The updated Master Plan Report included the initial draft costings for the Park.

Resolution No. GM/02.2019/96

That Council:

- 1. Receive the first draft of the Wallumbilla Calico Cottage & Heritage Precinct Master Plan Report, including the second draft of the Wallumbilla Council facility architectural design.**
- 2. Receive the second draft of the Yuleba Cobb & Co Park Master Plan Report.**
- 3. Proceed with community consultation on 4 March 2019 to finalise each Master Plan, with the final plans to be brought back to Council for adoption.**

A final community consultation session was held with the Yuleba community, including representatives from the Yuleba Development Group on 4 March 2019.

Comments from the 4 March consultation session have been incorporated into the final Master Plan report, and are summarised below.

This matter was presented to Council at the General Meeting, 27 March 2019. The resolution was as follows:

Resolution No. GM/03.2019/68

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

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)

N/A at this stage.

Building code of Australia requirements will need to be adhered to throughout the detailed design of the Yuleba Forestry Fire Tower & Interpretive Centre.

It is likely that there will be other regulatory requirements which are identified in further planning stages of this project.

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)

N/A at this stage.

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)

Summary of comments: Yuleba Community Consultation Meeting 4 March:

- The 8 community members present at the meeting were happy with the direction of the Master Plan

- These community members requested that the camping be relocated off the highway frontage to reduce the noise for campers, and suggested noise treatment or planting along the highway
 - This suggestion has been incorporated.
- Advised there is no need for power to camp sites.
 - Power has been retained in the Master Plan, as it is an overall, future-proofed plan for the direction of the site. There is no requirement to implement the power to campsites during the Park's construction
- A community member asked whether it had been considered to move the fire tower to land on Garden Street, where there are currently two (vacant) Council houses. This would link the fire tower with the existing Garth Cox Park, War Memorial and Memorial Hall. This suggestion was not shared by the other community members present at the meeting.
- The issue of truck parking was also raised. Trucks currently use the site to park overnight & access community facilities, including the shop and hotel. This area is not a designated truck stop, and there are two designated truck stops along the Warrego Highway to the East & West of Yuleba township.
 - This issue has been noted within the Master Plan, but may need further investigation outside of the scope of the Master Plan.

These comments have also been summarised within the attached Master Plan Report & incorporated into the associated drawings.

Further feedback opportunities were available to the community via feedback forms located on the Council website, or through the Yuleba Services Centre. Regular Facebook and email reminders occurred during the two week period; seven responses were received, the majority of which were positive. The summary of responses has been attached to this Report.

It is expected that the Yuleba Development Group members will formally endorse the Yuleba Cobb & Co Park Master Plan at the YDG meeting on 9 April 2019.

A copy of the second draft of the Yuleba Master Plan was provided to TMR via email on 22 February 2019, with three follow up emails sent. To date, no response has been received.

Council Staff have been consulted including:

- Team Leader, Towns & Surrounds (Yuleba / Wallumbilla / Jackson)
- Team Coordinator, Roma Parks and Gardens
- Coordinator, Regional Grants & Council Events Development
- Coordinator, Regional Tourism Development
- Manager Economic & Community Development
- Manager Program & Contract Management
- Manager Maintenance Delivery & Works
- Manager Facilities

Their comments have been incorporated into the Master Plan.

Council recommendations as noted in GM/12.2018/53 and GM/02.2019/96 have been incorporated into the final draft of the Yuleba Cobb & Co Park Master Plan.

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)

It is anticipated that the re-construction of the Yuleba Forestry Fire Tower & other park elements including the Fire Tower interpretive centre will need to be externally funded. The recommendation from the Regional Grants & Council Events Development Coordinator is that the Cobb & Co Park, Fire Tower and other elements be given a clear priority by Council as to how they will rank when compared to the many other regional projects, which are all competing for budget allocation and funding submissions. It is also recommended that the feasibility study be undertaken to determine the viability of the Fire Tower, and whether it will generate jobs and income, both of which will be highly regarded in any funding applications.

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?

Costs for the Wallumbilla Heritage Precinct Master Plan and the Yuleba Cobb & Co Park Master Plan are included in the 2018/19 budget at a combined total of \$54,570 (W19629.2539.2001).

\$50,000 was also included within the 2018/19 budget for the "Cobb & Co Park Redevelopment Yuleba - Stage 2" project (WO 19811). In consultation with the Yuleba Development Group, the Project Team are currently completing scoping and pre-procurement activities for the project. This project will be complete by the Cobb & Co Festival in August 2019.

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 estimated total construction cost for the Cobb & Co Park in Yuleba is \$1,245,300. This cost is exclusive of the cost for re-erection of the Yuleba Forestry Fire Tower, and the fit-out of the Interpretive Centre.

Maranoa Regional Council
General Meeting - 10 April 2019

Table 1: Summary of cost report (parklands component only)

Project Element	Estimated Cost
Roads and footpaths	\$262,500
Buildings	\$371,400
Landscaping	\$102,200
Others	\$146,300
ESTIMATED TRADE COST SUBTOTAL (EXCL GST)	\$882,400
Preliminaries (8%)	\$70,600
Design Contingency (10%)	\$95,300
Construction Contingency (10%)	\$104,800
ESTIMATED CONSTRUCTION COST SUBTOTAL (EXCL GST)	\$1,153,100
Design & Project Management Fees (8%)	\$92,200
ESTIMATED DELIVERY COST TOTAL (EXCL GST)	\$1,245,300

The initial building estimate received by the Yuleba Development Group for the construction of a 30m fire tower to the Brandon & Associate's design is \$1,734,390.

This project will need to be delivered in stages, over a number of years. It is anticipated that Council will need to seek State or Federal Grants to contribute to the cost of the Park.

Recommendations within the Master Plan for future planning of the Park include: to undertake a feasibility study for the re-erection of the Yuleba Fire Tower & Yuleba Fire Tower Interpretive Centre, and finalise the purchase of the required land from Queensland Rail. These costs are not yet budgeted for. They are not included within the construction cost of the Park.

Recommendations regarding future year budget inclusions following completion of the Master Plan will be presented to Council through the budget deliberation process by the Economic & Community Development department.

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)

The views of the YDG & broader Yuleba community members have been sought through two rounds of community consultation, including an online survey. These views have been captured in the attached Report.

The views of TMR have also been sought. To date, no response has been received.

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
Community disagrees with Master Plan design	A risk exists that the community may disagree with the latest the Master Plan and its design direction. The involvement with Council and the Community (two rounds of consultation sessions and a two week feedback) have been aimed at mitigating and reducing

	<p>this risk.</p> <p>It is not the role of the Master Plan to describe specific design details for individual displays, which also provides the community an opportunity to create their own vision within the overall design of the space.</p>
Poor public perception	<p>A risk exists that the community may set unrealistic expectations of the timeframes associated with delivering the project, which may leave Council open to scrutiny or poor public perception.</p> <p>The involvement with the Community during the consultation sessions has provided Council an opportunity to set expectations around the timeframes and funding requirements of delivering this project.</p>

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 should adopt the Yuleba Cobb & Co Park Master Plan based on the community consultation and endorsement of the majority of Yuleba community members and Yuleba Development Group.

If Council chooses to adopt the Yuleba Cobb & Co Park Master Plan, it is recommended that Council proceed with the Feasibility Study for the Yuleba Forestry Fire Tower in the 2019/20 budget deliberations. The Feasibility Study will give Council and the community confidence that the Yuleba Fire Tower and Interpretive Centre can be re-erected in a way that meets the expectations of both groups.

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. Receive and adopt the final draft of the Yuleba Cobb & Co Park Master Plan.
2. Include the preparation of the Yuleba Fire Tower Feasibility Study as part of the 2019/20 budget deliberations.
3. In conjunction with, and as per **Resolution GM/06.2017/49**, Council continue their partnership with the Yuleba Development Group to undertake the Yuleba Fire Tower Feasibility Study.

Link to Corporate Plan:

Corporate Plan 2018-2023

Strategic Priority 4: Growing our region

4.11 Support development of our local communities through planning, programs and events

4.11.3 Deliver community based programs, planning, projects and initiatives in partnership with our local groups including town development, indigenous, tourism, arts, cultural and heritage, sporting and recreation.

Supporting Documentation:

- | | | | |
|---|--------------------------|--|-----------|
| 1 | <u>↓</u> | Yuleba Cobb and Co Park Recreation Master Plan - FINAL Draft - MAK Planning and Design | D19/21779 |
| 2 | <u>↓</u> | Yuleba Cobb and Co Park Master Plan - Yuleba Community Consultation Session FINAL - Feedback - 4 March 2019 - No contact details | D19/16455 |
| 3 | <u>↓</u> | Yuleba Cobb & Co Park Master Plan - Summarised Online Feedback - No Names - March 2019 | D19/21780 |

Report authorised by:

Manager - Economic & Community Development

Deputy Chief Executive Officer/Director - Development, Facilities & Environmental Services



Yuleba Cobb & Co Park

master plan

MARCH 2019





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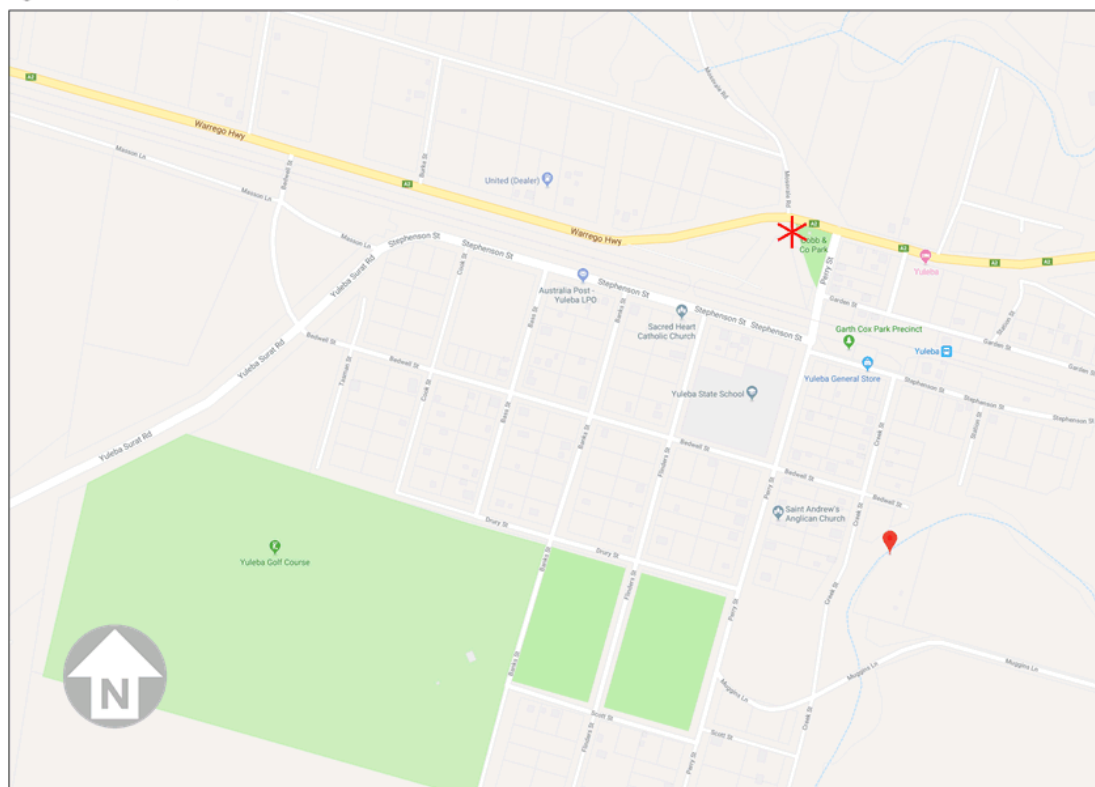
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Table of Contents

1 Purpose and Outcomes.....	1
Purpose of a Master Plan	1
Outcomes.....	3
Recommendations.....	3
2 Site Context.....	5
Location and Context	5
Site Details.....	5
Key Improvements.....	6
Site Features	6
Site Issues Analysis	7
Consultation.....	3
3 Background Information.....	9
Literature Review.....	9
Yuleba Fire Tower Reconstruction.....	10
4 Consultation	13
Yuleba Development Group	13
Community Consultation	14
5 Master Plan.....	15
Vision.....	15
Design Principles.....	15
Management.....	15
Master Plan	16
Key Elements.....	16
Project Costing	21
Appendix 1: Costing Report	23

Figure 1: Location of Cobb & Co Park in Yuleba





1. Purpose and Outcomes

Maranoa Regional Council (MRC) commissioned the Yuleba Cobb & Co Park Recreation Master Plan in response to requests from the Yuleba community (through the Yuleba Development Group) to prepare a master plan for the Yuleba Cobb & Co Park in advance of re-erecting the recently dismantled Yuleba Creek Forestry Tower in the park.

Cobb & Co Park in Yuleba is adjacent to the Warrego Highway and is highly visible to passing traffic. Perry Street borders the park on the eastern side and is the main street into the Yuleba CBD from the Warrego Highway.

The Yuleba Creek Forestry Tower was in use until recent years when remote technology made it redundant. The tower was demolished however, the top portion, the hut, was saved. It was sawn off and lowered to the ground and is now stored in Yuleba (see Figure 2).

It is the community's aspiration to have the tower erected once again, this time in Cobb & Co Park, to encourage visitors to stop in Yuleba and explore the town and district.

Purpose of a Master Plan

A master plan provides a long-term vision for a park or reserve, identifying what it should look like and how it should function into the future. It establishes a strong and consistent direction, providing a framework for ongoing improvement.

It considers the interrelationship between:

- the current character and functionality of the landscape
- public expectations, needs and aspirations
- emerging issues and trends
- the realities of the economic, social, environmental and legislative context of the time.

The result is a plan that balances needs across a range of often conflicting interests.

The Yuleba Cobb & Co Park Master Plan is intended to provide the Maranoa Regional Council and the Yuleba community with a conceptual design framework for the future enhancement of the park. The master plan is a high-level plan and must be used in conjunction with further site investigation and detailed design work to achieve the best outcomes.

The Yuleba Cobb & Co Park Master Plan:

- Provides a strategic framework for the future enhancement and/or development of the park that recognises the resources available to Maranoa Regional Council and the community.
- Identifies issues involved with the park and presents solutions to resolve or mitigate these issues.
- Introduces new activities and makes best use of the land available through maximising use of the park.
- Enhances the visitor/tourist or user experience.

A master plan does not provide a high level of detail. The details of any development are agreed in later stages of the design process. The design professionals will work with the client to agree the final designs and the detailed specifications.

Figure 2: Yuleba Creek Fire Tower before removal



Outcomes

This master plan report provides Maranoa Regional Council with a costed plan that can be implemented over time as funds become available.

It will avoid ad hoc development that may result in a sub-optimal outcome. It allows for staging and for significant community input.

Recommendations

1. Present the master plan to Maranoa Regional Council¹ for endorsement of the master plan but subject to a feasibility study (Recommendation #2) that provides the detail and quantifies the financial commitment for Council over the next decade.
2. Undertake a feasibility study for the re-erection of the Yuleba Fire Tower and the Yuleba Fire Tower Interpretative Centre with a particular focus on:
 - management—the responsible entity and entity structure; insurances
 - financial—revenue and expense projections for ten years
 - operation—including crowd control, camper control, facility opening times etc
 - information technology—engage with specialists to design the information technology architecture for the interpretative centre, its operation, cost and maintenance requirements
 - emergency—including responding to medical and other emergencies, particularly on the tower
 - maintenance—including roles and responsibilities between MRC and the Yuleba Development Group
 - personnel—including who will staff the facility, staff training, safety of staff, communication
 - marketing—promotion of the facility to potential visitors across all platforms
 - visitor experience—audio visual production, information displays, historical research
 - security—including staff security, handling and transport of cash and after-hours facility security.
3. Obtain final engineering drawings and costings for the erection of the fire tower from the appointed contractor.
4. Finalise the purchase of the required land from Queensland Railways and consider road closures if required.
5. Subject to a successful feasibility study:
 - develop a facility management plan that includes an asset maintenance plan with a 10-year forward financial projection that can be used for budgeting purposes.
 - the Yuleba Development Group needs to develop a draft Cobb & Co Park management plan that considers staffing and day-to-day operational issues for the fire tower and interpretative centre.
 - undertake the detailed design of elements (e.g. gardens, interpretative centre, display shed) before construction is commenced.
 - seek grant funds to construct various elements of the master plan.
 - reuse the original fire tower's timber legs in Cobb & Co Park. When milled, the timber might be suitable for furniture, signage and decorative elements within the Yuleba Fire Tower Interpretative Centre.
 - engage a historian to research the topics for use in the Yuleba Fire Tower Interpretative Centre.

¹ The Yuleba Development Group is also a key player in this master plan. It is assumed that the Yuleba Development Group will have signed off on this master plan before it is finalised.

Figure 3: Master plan site with property boundaries





2. Site Context

Location and Context

Yuleba Cobb & Co Park, the master plan site, is located in the town of Yuleba in the Maranoa Regional Council district. The town has a population of approximately 200 people as well as those living on farms in the catchment.

Located on the Warrego Highway it is situated approximately 61 kilometres east of Roma or 82 kilometres west of Miles.

The name "Yuleba" is reportedly the local indigenous name for "place of water lilies".

While the town has a hotel with accommodation and there is a store with food options in the main street, there are not many tourists staying in the town. A number of tourists camp at Judds Lagoon which is approximately four kilometres from the town centre.

The last Cobb & Co Coach service in Australia was run between Surat & Yuleba on 14 August 1924. The history of the Cobb & Co Coach story is a key feature of the Yuleba (and Surat) community's identity. In August 2019, the town will co-celebrate with Surat 95 years since the last service run.

Site Details

The property details for the subject site are:

- Property address: Corner of Perry Street and Warrego Highway, Yuleba
- Real Property: Lot 1, 2 and 3 on Y221227, which are owned by Maranoa Regional Council, and Lot 9 on SP119660.
- Area: 1.39 hectares plus road reserve
- Lot 9 on SP119660 is owned and controlled by the State (Queensland Rail). Maranoa Regional Council may seek to purchase the land to include in the park. This master plan is a collection of the community's aspirations for the vacant land close to the highway, and whilst the master plan incorporates improvements to Lot 9, it is not the intention of Council to carry out any physical works without either the permission of Queensland Rail, or Council's purchase of the land.

Garth Cox Memorial Park is located south of the railway line and to the east in Stephenson Street. The distance between the two parks is the width of the rail corridor. Garth Cox Memorial Park has had substantial improvements in recent years and at this point is Yuleba's main park. Within Garth Cox Memorial Park can be found:

- a public toilet (M/F/Ambulant/PWD)
- a playground
- barbecues and picnic shelters
- community garden
- war memorial

A skate park is opposite Garth Cox Memorial Park.

Key Improvements

The current improvements, outside of the water reservoir, are few—see Figure 4.

There is a tourist information sign that has information on the Maranoa District. There is a brick information wall that was constructed for the 1988 Bicentenary which has information on Cobb & Co. Otherwise the fencing, irrigation and furniture is old and in poor condition. Tree planting is sparse.

A Senegal Date Palm (*Phoenix reclinata*) has some historical significance to the site and is retained in the design. The

palm was thought to have been planted when the site was used for saw-milling many decades ago.

The town's water reservoir and associated assets are screened from public view by a colorbond fence, decorated with steel cut-outs of native flora and fauna, and items of significance to the Yuleba community.

Site Features

The site is relatively flat. It is bordered by Perry Street in the east, a railway line in the south, a drainage gully in the west and the Warrego Highway in the north.

Power lines run across the park in the south, parallel to the railway line.

Figure 4: Panoramic image of Cobb & Co Park



Site Issues Analysis

A site inspection was undertaken in late August 2018. The following are the key site issues that were noted:

- The site is bordered by the Warrego Highway so is highly visible to traffic. At this point, Yuleba has an 80km/hr speed limit. While the site is highly visible to passing vehicles, there is little warning that it is approaching and where to turn off or stop.
- The few improvements in the park are, as far as passing traffic is concerned, behind the water infrastructure fenced area and generally not visible in sufficient time to stop for travellers moving at 80 km/hr.
- Due to the often dry and hot conditions, Yuleba Cobb & Co Park regularly does not present well—it appears dry and brown with bare areas of earth within the space.
- There are no public toilets (though they are provided in the nearby Garth Cox Memorial Park) or the typical infrastructure to encourage travellers to stop.
- Vehicles are not controlled in the park. There is destruction of the vegetation and grass. There are random tracks throughout the space.
- There are very few mature trees in the park. None provide expansive shade.
- Electricity and water infrastructure is nearby and will need extending into the park.
- There are no formalised facilities for RV stays.
- The area is not connected to Garth Cox Memorial Park.

Historic palm planting

Garth Cox Memorial Park and Yuleba CBD—south of the railway corridor







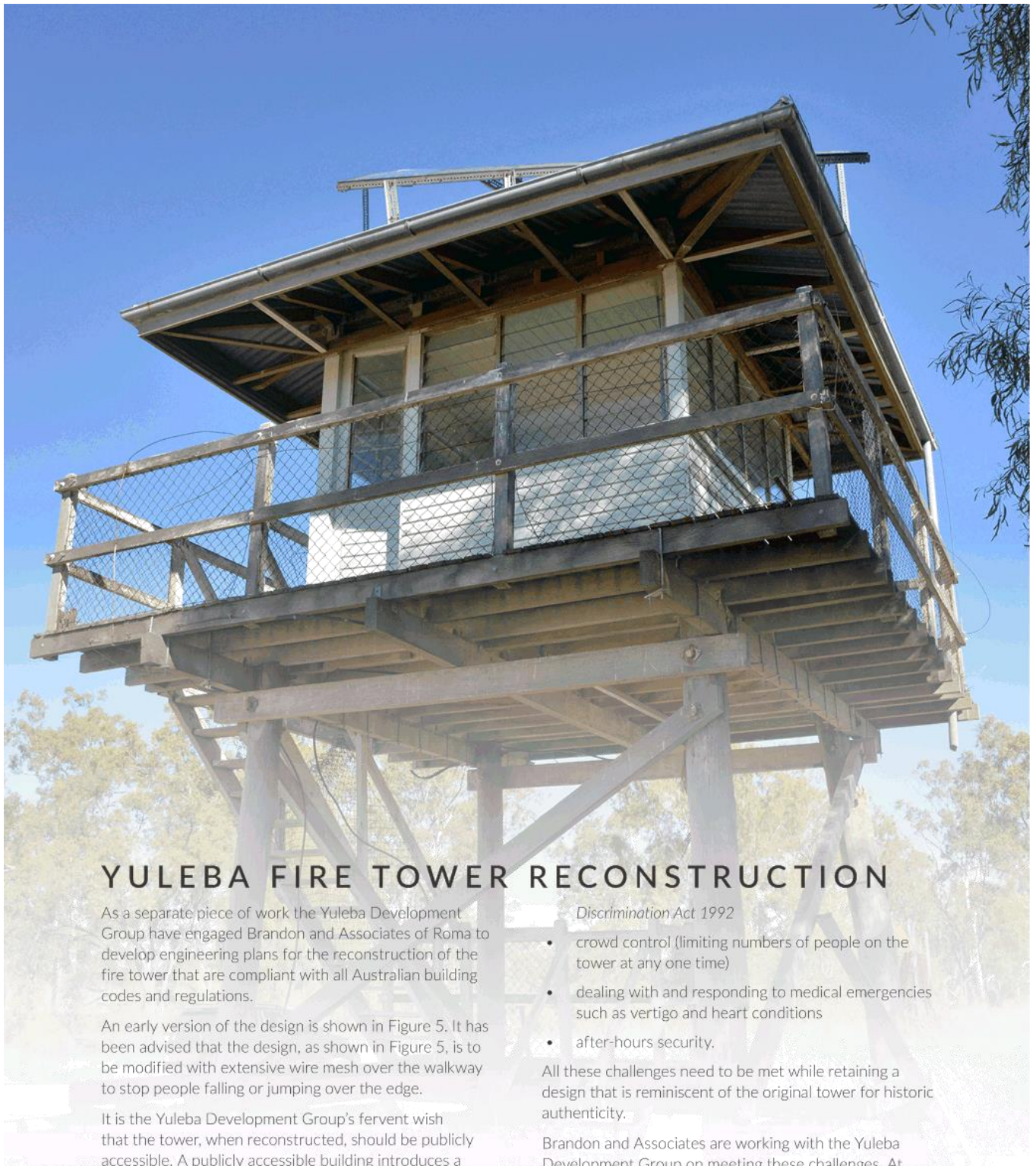
3. Background Information

Literature Review

Maranoa Placemaking Strategy—Yuleba October 2011

The Placemaking Strategy for Yuleba was developed in 2011 with input from the community. The recent development of the Garth Cox Memorial Park and the skate park have been driven by this document.

In terms of Cobb & Co Park, the Strategy recognised that the park is the gateway to Yuleba and that it should be beautified with planting around the fence at the base of the water tower. It also recognised the value of town name signage atop the water tower for visitors. These two actions, that have not yet been undertaken at this point, are carried forward into this master plan.



YULEBA FIRE TOWER RECONSTRUCTION

As a separate piece of work the Yuleba Development Group have engaged Brandon and Associates of Roma to develop engineering plans for the reconstruction of the fire tower that are compliant with all Australian building codes and regulations.

An early version of the design is shown in Figure 5. It has been advised that the design, as shown in Figure 5, is to be modified with extensive wire mesh over the walkway to stop people falling or jumping over the edge.

It is the Yuleba Development Group's fervent wish that the tower, when reconstructed, should be publicly accessible. A publicly accessible building introduces a number of design challenges. These challenges include:

- meeting current building codes and regulations in the reconstruction
- addressing fire regulations including the need for fire escapes and/or sprinklers
- meeting or gaining exemptions from the *Disability*

Discrimination Act 1992

- crowd control (limiting numbers of people on the tower at any one time)
- dealing with and responding to medical emergencies such as vertigo and heart conditions
- after-hours security.

All these challenges need to be met while retaining a design that is reminiscent of the original tower for historic authenticity.

Brandon and Associates are working with the Yuleba Development Group on meeting these challenges. At this time final concepts have not been provided so this park master plan has proceeded on the basis that the fire tower will be reconstructed though in what final form (height and design) is not known.

Figure 5: An early engineer's impression of the reconstructed Yuleba Fire Tower

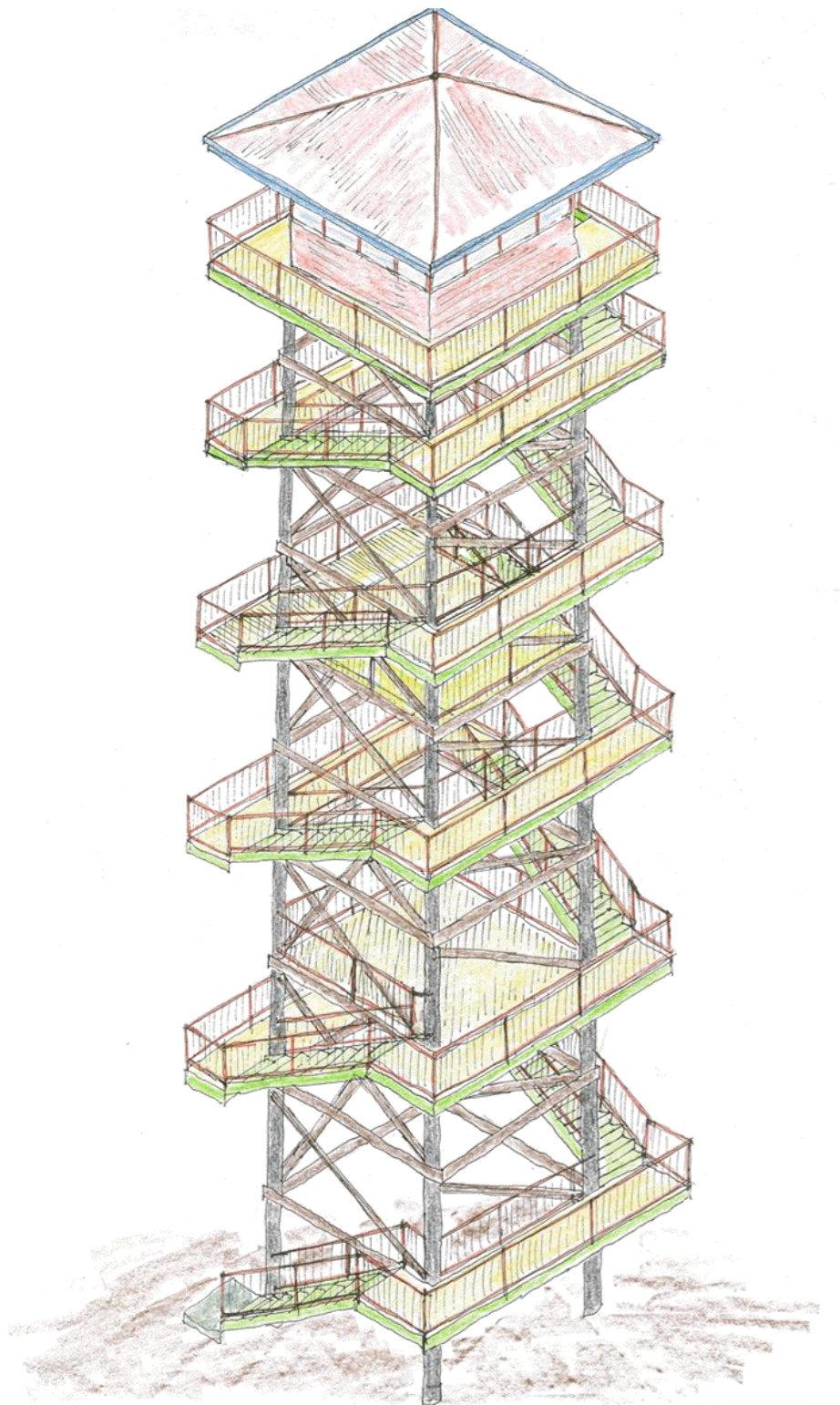


Figure 6: The unrestored Yuleba Bush Fire Brigade truck stored at Miles (now in storage in Yuleba)





4. Consultation

Consultation was undertaken with the Yuleba Development Group and the local community.

Yuleba Development Group

The Yuleba Development Group's top priority for the community is the further development and beautification of Cobb & Co Park, which will include the reconstruction of the recently saved historic Yuleba Creek Forestry Fire Tower.

In master planning Cobb & Co Park, the Group see the fire tower as the centrepiece for the community and a beacon that will attract and retain visitors in the community.

Within the redeveloped Cobb & Co Park the Group would like to see the following elements:

- the fire tower as the centrepiece of the park's redevelopment
- a 72-hour camping area and a dump point
- a redeveloped, decommissioned water tower with "YULEBA" displayed on the water tank¹
- an improved Cobb & Co information area that will include a historic vehicle with cover and a paved area in front of the existing wall
- the old Yuleba Bush Fire Brigade truck—restored and displayed under cover (see Figure 6)
- signs on the Warrego Highway eastern and western approaches to the park
- integrated acknowledgement of the traditional custodians of the park
- planting and walkways that feature flora and fauna native to Yuleba
- a water feature celebrating the town's name sake, the water lily, which may possibly be a water play area for children
- an oil/gas interpretive display highlighting local developments for all companies in the Maranoa and inviting travellers to visit the Big Rig in Roma
- a turning lane on the Warrego Highway for travellers from the east (there is a turning lane for western traffic).

The reconstructed fire tower will utilise the original lookout. Before it is hoisted atop of the new tower the building is to be refurbished.

At the base of the fire tower is to be a building, an interpretative centre, with a replica lookout inside. The replica lookout will reproduce vision from a 360°-camera mounted above the lookout tower. The vision will give people on the ground, that do not, or cannot climb the tower, a similar view to those that undertake the climb. The interpretative centre will also provide tourist information on the local district; however, the aim is not to compete with the visitor information facilities provided by the Calico Cottage in Wallumbilla, rather present tourists with enough information to make an informed decision about the next stop on their journey.

¹ The Yuleba Development Group have purchased the letters that spell "YULEBA" and await permission from Maranoa Regional Council to erect them. It should be noted that MRC have not yet made a decision on the future of the water tower. The letters are to promote the presence of Yuleba as travellers approach the town.

Community Consultation

A community meeting was held with approximately ten people in attendance. Many of the attendees were members of the Yuleba Development Group so the points made above were repeated. For brevity, only new thoughts are noted here. The unique comments and suggestions were:

- As well as a display space for the Yuleba Fire Truck the building should be capable of housing a replica (or an original if it can be sourced) Cobb & Co coach.
- Tell the local history stories, particularly:
 - The differences between USA stage coach operations and the Australian operations
 - The last Cobb & Co run that was made from Surat to Yuleba on August 14, 1924
 - The pack horse runs from Yuleba
 - The filling with water of steam trains at Yuleba
 - Agriculture and gas.
- Cyprus Pine sawmills operated from the "triangle" for many years and loaded directly onto the trains. The palm tree still in the triangle was there to provide shade for the staff
- Other stories that can be told in the master plan may include gas and agriculture
- For those travelling with children have a petting zoo and a playground

- Mention was made of the wire bullock sculptures at Gulargambone (see Figure 7) as an idea that may be extended to this park
- Cobb & Co Park should complement Garth Cox Memorial Park
- Irrigate the parklands to make them attractive and inviting.

As a group the attendees thought that it was important that people have the opportunity to climb the re-erected fire tower if they wish to.

The park is used for casual overnight truck parking.

The draft master plan was put on public display and was also presented to a community meeting. The community's key recommendation was moving the camping area to the south of the site which has been undertaken (it was previously on the northern side of the park closer to the highway). Additional bollarding of the park has also been undertaken to stop unauthorised vehicle access.

State Agencies

The draft master plan report was sent to the Department of Transport and Main Roads for comment. No response was received.

Figure 7: Bullock wagon art at Gulargambone





5 Master Plan

Vision

To create a parkland along the Warrego Highway that arrests travellers; making them stop in Yuleba and learn about its history and enjoy the local tourist attractions.

Design Principles

A number of design principles have influenced the development of the master plan:

Landscape

- Producing a strong and well-defined built and landscape framework to ensure that the site is integrated with its space.
- Creating a sense of place through a space with its own identity and dynamic social opportunities.
- Ensuring that users are secure and feel safe.

Facilities

- Whether the fire tower in the final design, is scalable or not, people are to enjoy a very similar experience in the Yuleba Fire Tower Interpretative Centre as those that venture to the top of the tower.
- Facilities will entice people to "stay awhile" and enjoy Yuleba and district; not rushing on to their next destination.
- Facilities for campers are only basic. Campers will need to rely on their own water and power.
- Recognising that maintenance is the biggest long-term cost so all new facilities are to use low maintenance materials to support many generations of use.
- The interpretative centre will provide only basic visitor information services so that tourists can make an informed decision about their next destination. The interpretative centre is not designed to replace or compete with the visitor information services provided by the Calico Cottage in Wallumbilla.

Management

There will be a need for permanent, daily management of the site, and much of this responsibility will fall to the Yuleba Development Group. At a minimum, the management will extend to the opening and operation of the Yuleba Fire Tower Interpretative Centre. The Yuleba Development Group will also be responsible for cleaning the Yuleba Fire Tower Interpretative Centre daily or as required. If the fire tower is accessible there will need to be on-site control during all opening hours to ensure that the number of people on the tower does not exceed the maximum allowed.

Maranoa Regional Council will undertake all park maintenance functions such as mowing, landscaping and rubbish removal.

Maranoa Regional Council tourism staff will need to assist the Yuleba Development Group with the development of interpretative materials for use in the AV systems located in the Interpretative Centre.

Master Plan

A master plan has been prepared for Cobb & Co Park and it can be found at Figure 8. Various perspectives, that show the master plan as it would look when developed, can be found at Figure 9 through to Figure 12. Note: All development has been contained within the property boundaries. The master plan's full development will be dependent upon Council securing ownership or control of Lot 9 from the Crown.

Key Elements

Fire Tower

The master plan's key focus is the reconstructed Yuleba Fire Tower. It will dominate the park as a very tall vertical element close to its centre. It will be a marker, visible for many kilometres along the Warrego Highway, approaching from the east or the west. It is an early warning to travellers that something interesting is ahead.

The fire tower is positioned to be directly in line with the highway from Roma so as people are travelling along it is directly in front of them with it growing bigger and bigger as they approach. It is also sufficiently south of the Highway that travellers can take in its enormity.

The Yuleba Fire Tower is to be re-erected as the centrepiece of the Cobb & Co Park. The existing lookout that is being held in storage will be refurbished before it is hoisted atop new timber legs, much like the original design.

The final design of this element of the park master plan is

being undertaken by others—see Figure 5 for more detail.

Interpretative Centre

The Yuleba Fire Tower is supported by the Yuleba Fire Tower Interpretative Centre. Within the square, accessible building, being the same shape as the "lookout", there will be a replica lookout. This replica lookout, when combined with direct vision from a 360°-camera mounted above the lookout tower, will give those visitors that cannot, or do not want to climb the fire tower, a similar visual experience.

Visitors will be able to see live feed direct from the camera. They may well be able to control it; changing the angle of view as desired.

The Yuleba Fire Tower Interpretative Centre will have significant AV capability. Over time it is expected that the visual material available for visitors will broaden to encompass not just forestry and its management but also other local industries (e.g. oil and gas; agriculture) and local and regional tourist attractions (e.g. Carnarvon Gorge). The AV system is to be flexible and cater to individuals and small groups as well as large groups such as school or tourist groups, that arrive by bus.

The interpretative centre will also provide tourist information on the local district.

Display Sheds

Within the park there will be two sheds that will house the restored Yuleba Bush Fire Truck (near the fire tower) and an original (or possibly a replica) Cobb & Co stage coach housed near the Cobb & Co Display Wall. The buildings have been designed with an additional capacity to provide storage. The buildings will have ventilated roller doors that will maintain visibility and airflow at all times. Being a roller door, it can easily be opened when the park is open (i.e. the interpretative centre and fire tower are open) if desired.

Figure 9: Cobb & Co Park perspective from south-east

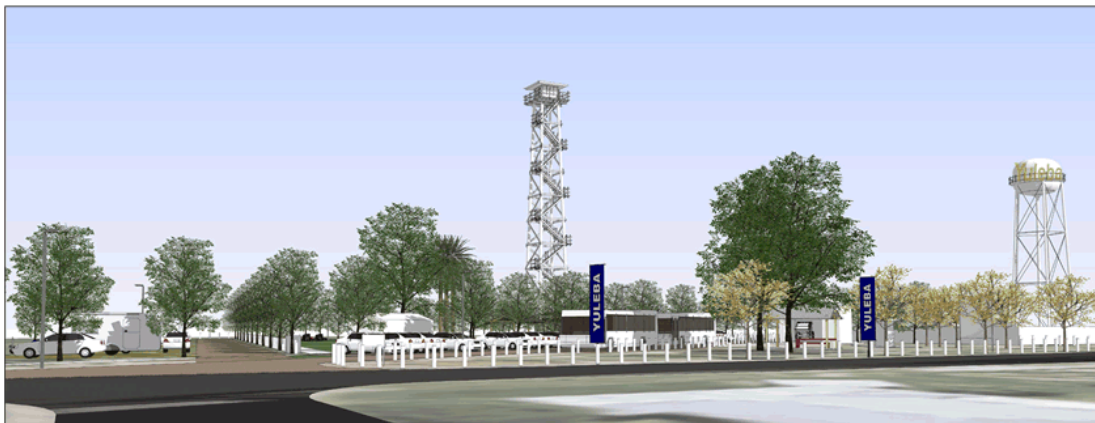


Figure 8: Cobb & Co Park Master Plan (Note the white lines are the property boundaries—for reference only)



Key

- | | |
|--|---|
| 1. New entrance road opposite Garden Street | illustration purposes) |
| 2. Formal car park | 9. Reconstructed fire tower and interpretative centre |
| 3. Parking area for buses and longer rigs | 10. Native gardens with "stories" of Yuleba lilies, native fauna and flora, first people throughout |
| 4. Shed for display of old machinery as well as a locked storage area. | 11. Connecting path to Garth Cox Memorial Park with public toilets and playground |
| 5. Updated display area. Paving under. New display on southern side (perhaps the gas industry) | 12. Fire ring and seating |
| 6. Potential amenities (long-term). Waste dump point. | 13. Picnic shelters and tables |
| 7. Screening to water infrastructure security fence | 14. Irrigated turf |
| 8. Short stay van parking (lines drawn are for | |

Figure 10: Cobb & Co Park perspective from the north



Figure 11: Cobb & Co Park aerial perspective from northeast



Short Term Camping

There will be 12 sites for short-term stays. Stays of up to 72 hours are suggested for site management. The sites are to be free. A dump point in the south of the park, near the public toilets, is planned. The campers have been kept to the side of the developments, as day-trippers will be the key user group.

Interpretative Wall

The existing Interpretative Wall that provides a history of Cobb & Co in the district is to be retained and enhanced.

Only one side of the wall is currently used. It is envisaged that the other wall, the southern wall, have relevant displays, perhaps focussing on the original indigenous inhabitants.

Paving will be placed around the base of the wall as it is currently bare earth. Vegetation does not grow under the overhead roof so paving out to the lawn will make the interface more attractive.

Water Tower

The water tower is to have the town's name—YULEBA—in large letters on the east and western sides of the reservoir. The letters have already been purchased by the Yuleba Development Group, so they only need erection.

The letters will be seen as travellers approach the town and with warning, travellers are more likely to stop. Yuleba has an 80km/hr speed limit, so travellers often do not realise that there is a town to the south of the Warrego Highway and south of the railway line. Signage that can make travellers aware of the town before they enter the 80km/hr zone may encourage greater visitation.

Parking

Parking for cars, buses and cars with vans is placed along the entrance road. A cul-de-sac allows longer vehicles to turn around.

No solution could be found on site for causal overnight truck parking. A solution will need to be found off-site.

Lighting

Minimal lighting, for safety only, is provided near the roads and car park.

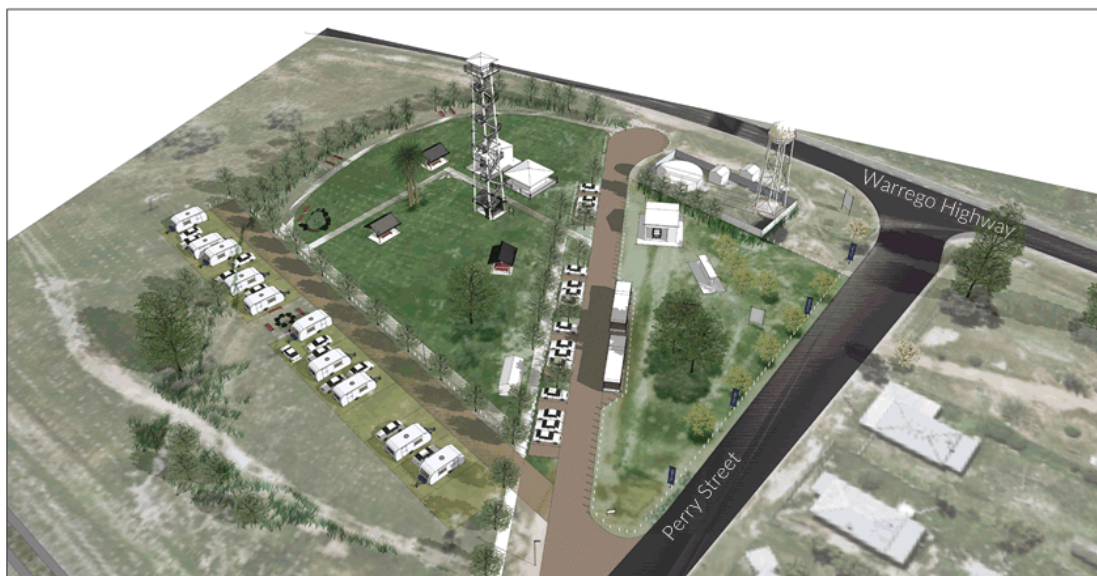
Garth Cox Memorial Park

The master plan for Cobb & Co Park has recognised Garth Cox Memorial Park in its design. The master plan for Cobb & Co Park does not replicate the playground and barbecues that are provided in Garth Cox Memorial Park.

A pedestrian pathway between the two parks encourages people to move between the two parks and the Yuleba CBD.

While an amenities block is shown in the master plan for Cobb & Co Park it is more of a "place-holder". In the short and medium term, it is not envisaged that it will be required, instead relying on the public toilet already provided in Garth Cox Memorial Park. Potentially the park, because of the fire tower, may attract intense levels of use which merit the provision of an amenities block closer to the attractions in Cobb & Co Park. Whether to provide an amenities block is a decision that can be made in the future.

Figure 12: Cobb & Co Park aerial perspective from southeast



Native Gardens

The gardens provide a backdrop to the park and enclose the space giving it edge definition.

The gardens themselves though, will be an attraction in their own right, showcasing local fauna and flora to tell local stories.

The Yuleba Lily is celebrated through an art installation. One or more lilies, fashioned from metal in a stylised depiction, are to be placed in a "rock lake". A path will follow the edge of the "lake" and interpretative material will inform visitors about the lily. The rock should be local types of rock and be interpreted through signage. The rocks should be of different colours so that it can be laid in alternating strips to create "waves" on the lake.

Trees will be dispersed among shrubs and grasses—each being native to the area and forming part of the experience.

Some plants may be "bush tucker" or were used by local indigenous people to make dilly bags or cooking equipment (as examples).

Fauna will be represented through steel cut-outs. Fences, where required to shield extraneous matters, can be laser-cut with local themes.

Paths will be deco and several benches, perhaps worked from the old timber supports for the Yuleba Fire Tower

that are now in storage, are to be placed along the path.

Some example images for the gardens can be found on this page.



Project Costing

Capital Cost¹

The master plan, along with detailed instructions was sent to quantity surveyors, Wilde and Woollard, for costing. The full report is attached at Appendix 1 with a summary produced here.

The Cost Plan includes trade costs, head contractor's preliminaries, design contingency, construction contingency and design & project management fees. Costs exclude GST.

The estimated total construction cost for the Cobb & Co Park in Yuleba is \$1,209,500 excluding GST as summarised in Table 1. Additionally, Brandon & Associates (Roma) have provided a "builder's quote" for the construction of a 30m fire tower to their design of \$1,734,390. It should be noted that the cost of the fit-out of the interpretative centre is not included in the costings.

The total cost, including that for the parklands and the fire tower is in the order of \$2,943,890.

Maintenance and Operation

The fire tower and Yuleba Fire Tower Interpretative Centre will have significant maintenance and operational requirements.

Prior to opening the fire tower structure, either for public access or not, a maintenance plan must be established along with a budget for its implementation. The fire tower will be a high-risk building: the consequences of a major structural fault are likely to be expensive and may be life-threatening. Maintenance and inspection are critical to its safe operation. Responsibility for ensuring that the maintenance plan is implemented as required will need to fall to the Maranoa Regional Council as the owner of the land. Acceptance of the responsibility for maintenance, as well as a funding source to finance the maintenance, needs to be established *before* the fire tower is re-erected.

The Yuleba Fire Tower Interpretative Centre is envisaged as having significant audio-visual capability that will include a 360°-camera atop the fire tower with live feeds to the interpretative centre as well as a number of rotating videos on the history of Yuleba and the site as well as local and regional tourist attractions and particular topics such as fire towers, Cobb & Co, early mail delivery, timber, the railway, pre-colonial settlement, postcolonial settlement, gas and agriculture.

There will be significant demands to ensure that the technology is reliable and/or can be fixed rapidly (and remotely where possible). Connection to the internet will be necessary. This master plan report is not in a position to advise on the technology of this operation; a specialist will need to be engaged at the detailed design stage for that purpose. What can be said though is that a satisfactory visitor experience will only be achieved in clean, modern and air-conditioned facilities where all aspects of the facility are operating as expected. This is doubly so where an entrance fee is charged.

Feasibility

It is important that the feasibility of the master plan is established given the expected operating costs, maintenance costs, risk management issues and the personnel requirements of the facility.

There is potential for a revenue stream from tower climbs and/or entrance to the Fire Tower Interpretative Centre.

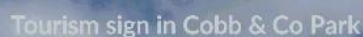
Collecting revenue will require personnel, most likely volunteers from the local community. It will require that the volunteers are reliable (to open and close the facility) and they will need to be trained. Revenue will need to be banked and accounted for.

These are not insurmountable matters: the Calico Cottage at Wallumbilla appears to be a good example of a similar operational structure, but it needs thought and planning.

¹ All prices quoted are ex-GST

Table 1: Summary of cost report (parklands component only)

Project Element	Estimated Cost
Roads and footpaths	\$243,300
Buildings	\$371,400
Landscaping	\$102,200
Others	\$140,100
ESTIMATED TRADE COST SUBTOTAL (EXCL GST)	\$857,000
Preliminaries (8%)	\$68,600
Design Contingency (10%)	\$92,500
Construction Contingency (10%)	\$101,800
ESTIMATED CONSTRUCTION COST SUBTOTAL (EXCL GST)	\$1,119,900
Design & Project Management Fees (8%)	\$89,600
ESTIMATED DELIVERY COST TOTAL (EXCL GST)	\$1,209,500





Appendix 1: Costing Report



YULEBA COBB AND CO PARK MASTER PLAN

Cost Plan Report

18 March 2019

Wilde and Woollard (Qld) Pty Ltd
Level 14, 241 Adelaide Street, Brisbane QLD 4000
T (07) 3368 3050 www.wildeandwoollard.com





Table of Contents

1.	COST SUMMARY	3
2.	BASIS OF THE ESTIMATE	4
3.	INCLUSIONS	4
4.	EXCLUSIONS	4
5.	KEY COST ASSUMPTIONS	4
	APPENDIX A: DETAILED COST PLAN	5

Revision Information			
Revision:	Date:	Document Description:	Approved for issue
1	28/02/2019	Budget Estimate	John Waterworth – Director
2	18/03/2019	Revised Budget Estimate	John Waterworth – Director



1. COST SUMMARY

The Cost Plan has been developed based on the Bill of Quantities provided by MAK Planning and Design.

The scope of works includes:

- Roadworks and Footpaths
- Buildings
- Landscaping
- Others

The Cost Plan includes trade costs, head contractor's preliminaries, design contingency, construction contingency and design & project management fees. Costs exclude GST.

The estimated total Construction Cost for the above-mentioned scope of works amounts to **\$1,209,500 excluding GST** as summarised below:

PROJECT ELEMENT	ESTIMATED COST \$
Roadworks and Footpaths	243,300
Buildings	371,400
Landscaping	102,200
Others	140,100
ESTIMATED TRADE COST SUBTOTAL (EXCL GST)	857,000
Preliminaries (8%)	68,600
Design Contingency (10%)	92,500
Construction Contingency (10%)	101,800
ESTIMATED CONSTRUCTION COST SUBTOTAL (EXCL GST)	1,119,900
Design & Project Management Fees (8%)	89,600
ESTIMATED DELIVERY COST TOTAL (EXCL GST)	1,209,500

Refer to the attached cost plan for further details of works included within the total estimated construction cost.



2. BASIS OF THE ESTIMATE

The basis of the cost plan is the documentation supplied and issued by the consultant team. We have reviewed the Bill of Quantities and included for all costs we consider appropriate.

Rates used in the Cost Plan are derived from recent similar projects.

3. INCLUSIONS

The Cost Plan includes for the following:

- Trade Works
- Head Contractor's Preliminaries (8%)
- Design Contingency (10%)
- Construction Contingency (10%)
- Design & Project Management Fees (8%)

4. EXCLUSIONS

The following are excluded from the Cost Plan:

- Fire Tower
- Escalation
- Latent conditions

5. KEY COST ASSUMPTIONS

The Cost Plan is based on the information on the Bill of Quantities. Where possible the cost plan includes for additional allowance to cover the scope of works, however without a design drawing these costs are preliminary only. The cost will be refined once design has been developed and provided to us.



APPENDIX A: DETAILED COST PLAN

ELEMENTAL DETAIL



Project: Yuleba Cobb and Co Park		Details: Yuleba Cobb & Co Park Master Plan			
Building: Yuleba Cobb & Co Park Master Plan					
Autoco de	Trade Description	Quantity	Unit	Rate	Total
	YULEBA COBB & CO PARK MASTER PLAN				
	<u>Roadworks and Footpaths</u>				
1	Unsealed gravel pavement to Driveway from Perry St including excavation, proof roll and trimming, base course and wearing course	1,376	m2	75.00	103,200
2	Unsealed gravel pavement to Bus Parking including excavation, proof roll and trimming, base course and wearing course	112	m2	75.00	8,400
3	Unsealed gravel pavement to Carpark including excavation, proof roll and trimming, base course and wearing course	263	m2	75.00	19,688
4	Campsite including site prep, proof roll, minor trimming and compaction	1,180	m2	30.00	35,400
5	2000 wide concrete footpath including N25 concrete, thickening at edge, fabric reinforcement, joints, broom finish etc	766	m2	100.00	76,600
					243,288
	<u>Buildings</u>				
6	Fire Tower	1	item		EXCL
7	Yuleba Fire Tower Interpretative Centre including building structure and services (exclude fit out)	81	m2	1,500.00	121,500
8	Fire Truck Shed including concrete slab, steel framing with metal roof and metal clad walls, 2 windows and perforated roller door	88	m2	525.00	46,200
9	Coach Shed including concrete slab, steel framing with metal roof and metal clad walls, 2 windows and perforated roller door	88	m2	525.00	46,200
10	Picnic shed including roof, column and concrete slab (4.0m x 6.0m)	4	item	12,500.00	50,000
11	Dump Point comprising septic system	1	item	42,500.00	42,500
12	DDA compliant toilet block comprising 2 toilets (1 PWD, 1 Ambulant) - connect to Dump Point septic system	1	item	60,000.00	60,000
13	Make good existing Cobb and Co Display Wall including new brick paving	20	m2	250.00	5,000
					371,400
	<u>Landscaping</u>				
14	Shrubs to water infrastructure security fence	92	m2	45.00	4,140
15	New trees to camp site	10	no	200.00	2,000
16	New trees to footpaths	41	no	200.00	8,200
17	New trees elsewhere	21	no	200.00	4,200
18	Dry pond including depression filled with rocks and boulders and artwork of lily	20	m2	400.00	8,000

ELEMENTAL DETAIL



Project: Yuleba Cobb and Co Park		Details: Yuleba Cobb & Co Park Master Plan			
Building: Yuleba Cobb & Co Park Master Plan					
Aut oco de	Trade Description	Quantity	Unit	Rate	Total
19	Allow for artworks in landscaping (animal silhouettes)	1	item	6,000.00	6,000
20	Allow for make good to disturbed turf area	7,735	m2	5.00	38,675
21	Irrigation to turf area	7,735	m2	4.00	30,940
					102,155
	<u>Others</u>				
22	Electricity and water connection sitewide - allow for 150m long	1	item	46,000.00	46,000
23	Lamp posts including column, luminaires, accesories and cabling	6	no	3,500.00	21,000
24	Fire pit	1	no	4,000.00	4,000
25	Picnic tables and seats	4	item	3,500.00	14,000
26	Benches including to fire pit area	6	no	1,000.00	6,000
27	Interpretative Signage	6	no	1,000.00	6,000
28	Banner poles	4	no	250.00	1,000
29	Brolga bollards - supply and install	216	no	115.00	24,841
30	Mass concrete bollard footing including detailed excavation, concrete supply and place	216	no	80.00	17,280
					140,121
	TRADE WORKS SUBTOTAL				856,963
31	Preliminaries (8%)				68,557
32	Design Contingency (10%)				92,552
33	Construction Contingency (10%)				101,807
34	Escalation				EXCL
	TOTAL CONSTRUCTION COST (EXCL GST)				1,119,880
	<u>NON-CONTRACT COSTS</u>				
35	Design & Project Management Fees (8%)				89,590
	TOTAL CONSTRUCTION COST (EXCL GST)				1,209,470



Feedback Form
Maranoa Regional Council
Yuleba Community Consultation – Cobb & Co Park

Date:	4 March 2019
Name (Optional):	
Contact Details (Optional):	
Town of Residence:	Yuleba

Maranoa Regional Council is seeking your input on the draft Yuleba Cobb & Co Park Master Plan:

Comments:

- *should the campers be closer to the town
- *camping close to the highway will be very noisy
- *lighting - particularly if campers will be walking to the park
- *no bollards don't the road edge - the road will be delineated
- add some bollards on Northern internal roads
- hardwood logs lying down
- *include QR historical area
- *are there any treatments we could do along the highway to reduce noise



Feedback Form
Maranoa Regional Council
Yuleba Community Consultation – Cobb & Co Park

Date:	4 March 2019
Name (Optional):	
Contact Details (Optional):	
Town of Residence:	Yuleba

Maranoa Regional Council is seeking your input on the draft Yuleba Cobb & Co Park Master Plan:

Comments:

* where do the trucks that stay in town park?

* trees that the fire tower overlooks planted around - historical

* move the caravanners to behind the trees, or where the carparking currently is.

* frame the park from the hwy side

* unserviced camping - area of open ground

* no need for power to campsites

* if you have a fire pit you don't need a bbq



Feedback Form
Maranoa Regional Council
Yuleba Community Consultation – Cobb & Co Park

Date:	4 March 2019
Name (Optional):	
Contact Details (Optional):	
Town of Residence:	Yuleba

Maranoa Regional Council is seeking your input on the draft Yuleba Cobb & Co Park Master Plan:

Comments:

* has it been considered to move the fire tower to the two Council houses - keep it all together with the park + the hall *

* space on the other side of the park for truckies?

* road along the reserve - has been permanently closed *

* alternative parking for trucks in Stephenson St?

* truck route through Yuleba?

Yuleba Cobb & Co Park – Online Feedback

Date Received:	Feedback:
16 March 2019	Total waste of dollars
18 March 2019	To whom it may concern. I believe for the site to be very successful and be a major draw card for the tow, the cobb & co site needs a cafe/coffee shop on site. It needs to sell local souvenirs, knickknacks, tea coffee and cakes etc. This will also create some more employment for the local area. The outlet could be leased out on a 2x2 or 3x3 year agreement.
18 March 2019	Yuleba Cobb Co Park. Brief Comments. Cost is ridiculous .Can,t justify spending Millions Dollars on this Park. Where most locals would not benefit from project. JUDDS LAGOON is where resources should be spent. Judds is well known Recreation Camping Fishing Reserve through out Australia .Area around both fishing holes need mowing ,to give campers more area to camp. Judds Lagoon is a fishing and camping reserve. Often frequented by our aboriginal family and extended family. Note I visualise that the area at Judds could be cleaned and beautified like Bungi Creek area in Roma .Here,s hoping common sense prevails .
18 March 2019	I would like to endorse the Yuleba Cobb & Co Master Plan. I particularly like the provision of the caravan short stay parking. This will be a boost to the economic stability of the town at the hotel, general store and service station. The Fire Tower is a must to get people off the highway and to stop in Yuleba. Two other people to day have said that the interpretive centre is a fantastic idea for people who are unable or unwilling to climb the tower. We need to keep the water tower to give a sense of scale and it is an icon for the town standing for 50 years+ on the highway. the Yuleba letters will be fantastic on the tank.
18 March 2019	I am extremely pleased with with the whole concept of the Cobb and Co park. I believe that the development of this facility on the highway will be a great asset to the Yuleba community and the passing public and visitors.It will be a green oasis for people to break their journey as well as a way of recognising our unique history with the Forestry - Fire Tower and Cobb & Co and the Railway.I am certainly looking forward to the picnic shelters and the irrigated turf and the native gardens
18 March 2019	I think the plan looks amazing and it will bring alot of interest and revenue into the town. It will also be a talking point with tourists with being able to see the fire tower in its original condition and also the old fire truck. When tourists know that it is a great place to stop, they will spread the word and it will be great for a small town like Yuleba
18 March 2019	I really like the plan, it has a open and flowing look to it. I would suggest but can happen further in the future a communal camp kitchen for the campers or even day trippers/locals. I also think the access and parking areas be bitumen sealed.

OFFICER REPORT

Meeting: General 10 April 2019

Date: 2 April 2019

Item Number: 12.1

File Number: D19/25373

SUBJECT HEADING: Injune State School Water Connections

Classification: Open Access

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

Executive Summary:

The Injune State School have 3 water connections, a 100mm, 50mm and 40mm connection. The 100mm connection was intended to be a fire flow connection, therefore should not have been charged an access fee. However there were connections off this main, within the school and they were charged a fee at the 100mm access rate.

The school have removed all connections off this 100mm main and will therefore not be charged an access fee moving forward. They have also requested that Council consider providing a refund on past payments as well.

Officer's Recommendation:

That Council approve a refund of \$2,899.45 (being 50%) for the 100mm water connection access charge for the period 01/07/2018 to 31/12/2018

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 Injune State School is requesting a refund for a water connection access charge.

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
<Insert Acronym>	<Provide details>

Context:

Why is the matter coming before Council?

The Injune State School have 3 water connections, a 100mm, 50mm and 40mm connection. They have been paying an access charge on each of these connections.

The 100mm connection was intended to be a fire flow connection and should therefore not have been charged an access fee. However there were connections off this main, within the school and they were making use of this connection and they were charged a fee at the 100mm access rate..

The school have removed all connections off this 100mm main and will therefore not be charged an access fee moving forward. They have also requested that Council consider providing a refund on past payments as well.

Background:

Has anything already happened in relation to this matter?

(Succinct overview of the relevant facts, without interpretation)

The issue of the high access charge was raised by the school. For the 3 connections they pay \$8,176.44 per 6 month period, with \$5,798.90 being for the 100mm connection. They are struggling to afford these costs.

A meeting was held on site with their plumber to review the situation and it was agreed that all connections were to be removed from the fire flow connection. Once this was confirmed Council would not charge an access fee on this connection.

The plumber has written to Council confirming that all excess connections have been removed from the 100mm fire connection.

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)

N/A

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)

No

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

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)

No

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?*

The amount of refund allowed by Council will be taken from the revenue for Injune water supply.

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)*

No

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)*

No

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
Cost exceed revenue for the year	As the revenue is not per town the impact of this decision will not fall on Injune water supply and so this is very unlikely to occur.

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)

Due to the significant impact on the revenue it is recommended that a refund of 50% be considered being \$2,899.45.

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 approve a refund of \$2,899.45 (being 50%) for the 100mm water connection access charge for the period 01/07/2018 to 31/12/2018

Link to Corporate Plan:

Corporate Plan 2018-2023

Strategic Priority 1: Getting the basics right

1.1 Supply water to our towns

1.1.1 Deliver water to the right standard for the health of our communities, ensuring compliance with the State Government's Water Supply (Safety and Reliability) Act 2008 and Regulation 2011, and Public Health Act 2005 and Regulation 2005.

Supporting Documentation:

1 [↓](#) GM Portbury letter to Council - RE: Injune State School Water Service. D19/26055

Report authorised by:

Deputy Chief Executive Officer/Director - Development, Facilities & Environmental Services

Portbury's Plumbing Service Pty Ltd

QBCC Licence no: 1302231 ACN: 164 765 673 ABN: 57 379 627 490

PO BOX 107
INJUNE Q 4454
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Fx: 07 46261710
Email: portbury@ppsi.com.au

Graham Sweetlove
Manager
Water, Sewage and Gas
Maranoa Regional Council

02/04/2019

RE: Injune P-10 State School Meters

Dear Graham

Work has been completed at Injune P-10 State School to remove the existing 100mm line from the school making it now a dedicated fire line only. This line now only runs to a fire hydrant.

The school now runs from the 40mm line at the front of the school off fourth Avenue. The other metered service is a 50mm off Hutton Street (Carnarvon Hwy) which runs the oval and irrigation.

Regards



Gary Portbury
Director/Owner
Portbury's Plumbing Service Pty Ltd

PLANNING & BUILDING DEVELOPMENT REPORT

Meeting: General 10 April 2019

Date: 28 February 2019

Item Number: 13.1

File Number: D19/15427

SUBJECT HEADING: Change Application (St Johns School, Roma)

Classification: Open Access

Officer's Title: Lead Town Planner

Executive Summary: Precinct Urban Planning on behalf of the Diocese of Toowoomba Catholic Schools Office is seeking a minor change to the development approval that was issued by Council for a kindergarten and a before/after school care facility at the St Johns School in Roma.

A condition of the development approval requires 10 carparks to be located at an informal drop-off area located along the school's Bowen Street frontage. The additional carparks were intended to offset 7 existing car parking spaces that were re-allocated for the exclusive use of the approved kindergarten and after/before school care facility.

During detailed design it was determined that the informal drop-off area along Bowen Street would not be able to accommodate additional car parking due to depth restrictions around underground services. As such, the applicant is seeking to change the approval and relocate (and reduce by 3) the required car parking spaces to the main internal carpark of the school.

Officer's Recommendation:

That Council;

- 1) give a decision notice to the applicant agreeing to the proposed changes to development approval 2017/19696 (as amended);

And:

- 2) make the following changes to Decision notice 2017/19696 (as amended):

Amend the Approved plans and specifications from;

Plan/Document number	Plan/Document name	Date
A.000	Master Site Plan	11/10/17
A.001	Enlarged Site Plan	11/10/17
A.100	Proposed Floor Plan	22/09/17
A.200	Proposed Elevations	22/09/17

Maranoa Regional Council

General Meeting - 10 April 2019

14806-DA01 Amend 2	Stormwater Management Plan	24/01/18
Project no: 13123	Traffic Impact Assessment, St John's Catholic School, Roma	18/10/17

To:

Plan/Document number	Plan/Document name	Date
A.000	Master Site Plan	23/10/18
A.001	Enlarged Site Plan	23/10/18
A.100	Proposed Floor Plan	22/09/17
A.200	Proposed Elevations	22/09/17
14806-DA01 Amend 2	Stormwater Management Plan	24/01/18
Project no: 13123	Traffic Impact Assessment, St John's Catholic School, Roma	18/10/17
Project no: 13490	St John's Catholic School – Kindergarten Roma	13/12/18

And:

Condition 2 be amended from:

2. All works and operations are to be carried out generally in accordance with the approved plans and specifications listed in the following table. Where approved plans are in conflict with the Assessment Manager's conditions, the Assessment Manager's conditions shall take precedence.

Plan/Document number	Plan/Document name	Date
A.000	Master Site Plan	11/10/17
A.001	Enlarged Site Plan	11/10/17
A.100	Proposed Floor Plan	22/09/17
A.200	Proposed Elevations	22/09/17
14806-DA01 Amend 2	Stormwater Management Plan	24/01/18
Project no: 13123	Traffic Impact Assessment, St John's Catholic School, Roma	18/10/17

To:

2. All works and operations are to be carried out generally in accordance with the approved plans and specifications listed in the following table. Where approved plans are in conflict with the Assessment Manager's conditions, the Assessment Manager's conditions shall take precedence.

Plan/Document number	Plan/Document name	Date
A.000	Master Site Plan	23/10/18
A.001	Enlarged Site Plan	23/10/18
A.100	Proposed Floor Plan	22/09/17
A.200	Proposed Elevations	22/09/17
14806-DA01 Amend 2	Stormwater Management Plan	24/01/18
Project no: 13123	Traffic Impact Assessment, St John's Catholic School, Roma	18/10/17
Project no: 13490	St John's Catholic School – Kindergarten Roma	13/12/18

Condition 12 be amended from:

A total of 10 parking bays at a 90 degree angle shall be provided adjacent to the existing school drop off/pick up area on Bowen Street as shown on approved drawing “Master Site Plan” prepared by Aspect and dated 22/09/17 and in accordance with the approved Traffic Impact Assessment prepared by RMA Engineers and dated 18/10/17.

To:

A total of 7 parking bays shall be provided within the main internal car park off Bowen Street as shown on approved “Master Site Plan” prepared by Aspect and dated 23/01/18 and in accordance with the approved Traffic Advice prepared by RMA Engineers dated 13/12/18.

Condition 13 be amended from:

An operational works application containing details of the signage required as part of Condition 11 and the parking bays required as part of Condition 12 shall be submitted to and approved by Council prior to the commencement of works.

The required operational works application shall clearly show the location of the signage as well as any proposed line markings to delineate the “Child care parking” area on Duke Street, and shall include dimensions and vehicle maneuverability details for the proposed car parking spaces along Bowen Street.

To:

An operational works application containing details of the signage required as part of Condition 11 shall be submitted to and approved by Council prior to the commencement of works.

The required operational works application shall clearly show the location of the signage as well as any proposed line markings to delineate the “Child care parking” area on Duke Street.

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).

Council's decision regarding this matter is likely to affect agents of the Diocese of Toowoomba Catholic Schools Office and the St Johns School Roma.

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
MCU	Material Change of Use
MRC	Maranoa Regional Council

Context:

Why is the matter coming before Council?

The original development application was decided by Council at a General Meeting. A determination to change the approval is therefore required to be made by Council resolution.

Background:

Has anything already happened in relation to this matter?

(Succinct overview of the relevant facts, without interpretation)

Development Approval 2017/19696 was issued by Council in December 2017 permitting the addition of a kindergarten and a before/after school care facility at the St Johns School in Roma.

A condition of the development approval required 10 car parking spaces to be provided in the informal drop-off area located along the school's Bowen Street frontage. The additional parking on Bowen Street was to offset existing parking areas that were re-allocated for the exclusive use of the kindergarten and the before/after school facility.

Through the detailed design phase of the project it was determined that the Bowen Street drop off area would not be able to accommodate the additional car parking due to depth restrictions around existing underground services in that location.

As such, the applicant is seeking to change the approval and provide 7 additional car parking spaces in the school's main internal carpark. Whilst there is a reduction of 3

carparks from what was originally conditioned, there is no net loss of parking at the facility. The reason that 10 car parks were originally conditioned instead of 7 (which is the number being displaced) was because the Bowen Street drop-off area was large enough to accommodate 10 additional spaces.

The proposed new parking arrangement is shown in the diagram below.

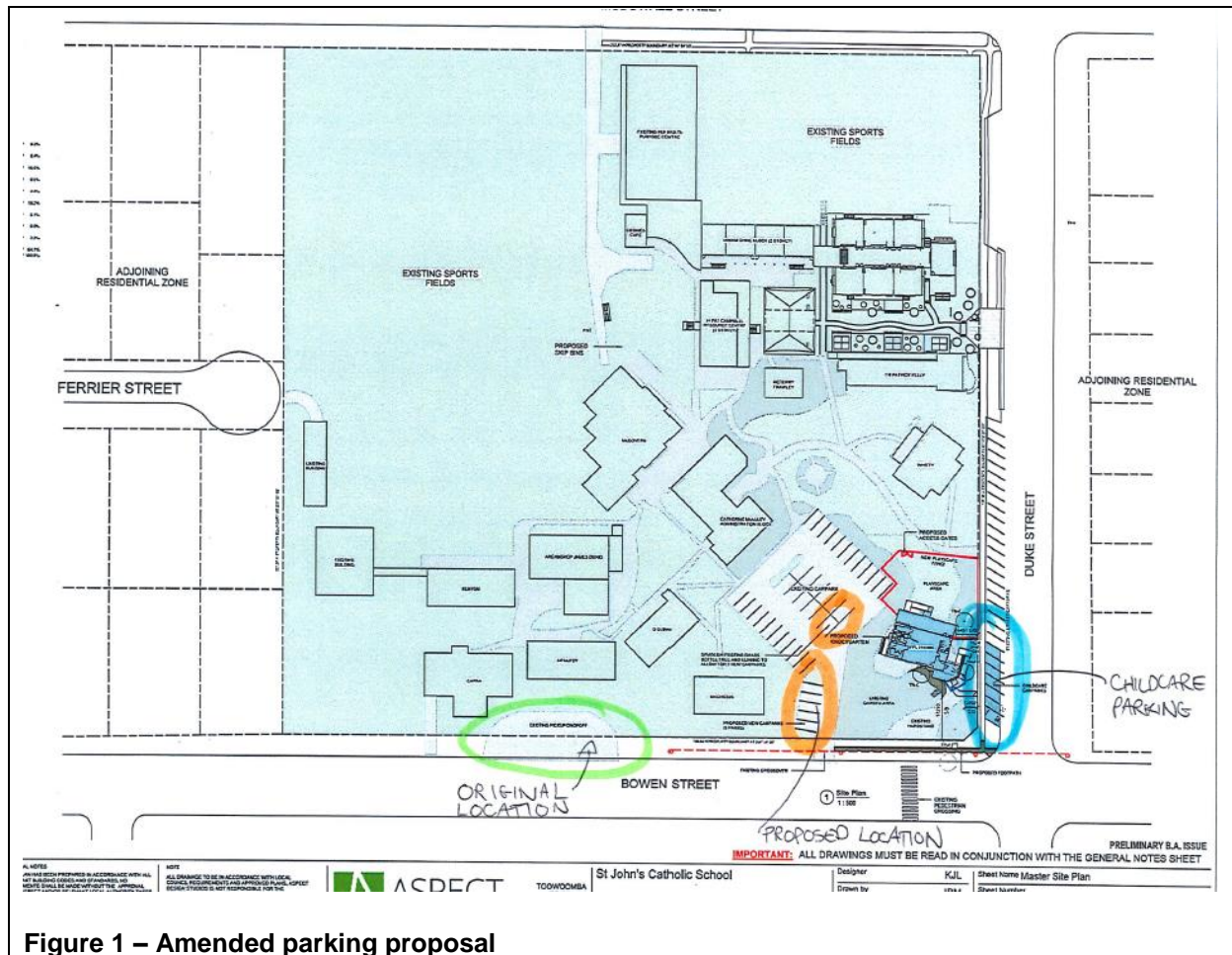


Figure 1 – Amended parking proposal

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)

In determining whether or not a proposed change to a development approval constitutes a “minor change”, Council must have regard to the definition of a *minor change* as provided in Schedule 2 of the *Planning Act 2016*, being the changes:

- a. *would not result in substantially different development; and*
- b. *if a development application for the development, including the change, were made when the change application is made would not cause –*
 - *the inclusion of prohibited development in the application; or*

- *referral to a referral agency, other than to the chief executive (SARA), if there were no referral agencies for the development application;*
- *involve a referral agency, other than the chief executive (SARA), if there were no referral agencies for the development application; or*
- *involve extra referral agencies, other than to the chief executive (SARA); or*
- *a referral agency to assess the application against, or have regard to, matters prescribed by regulation under section 55(2), other than matters the referral agency must have assessed the application against, or have had regard to, when the application was made; or*
- *public notification if public notification was not required for the development application*

In determining if a proposed change would result in a “substantially different development”, regard must be given to Schedule 1 of the Development Assessment Rules, which state;

“A change may be considered to result in a substantially different development if the proposed change;

- a) Involves a new use; or*
- b) Results in the application applying to a new parcel of land; or*
- c) Dramatically changes the built form in terms of scale, bulk or appearance; or*
- d) Changes the ability of the proposed development to operate as intended; or*
- e) Removes a component that is integral to the operation of the development; or*
- f) Significantly impacts on traffic flow and the transport network, such as increasing traffic to the site; or*
- g) Introduces new impacts or increases the severity of known impacts; or*
- h) Removes an incentive or offset component that would have balanced a negative impact of the development; or*
- i) Impacts on infrastructure provision.”*

In accordance the *Planning Act 2016* Council must also consider *all matters that Council would or may assess against or have regard to, if the change application were a development application.*

An assessment of the proposed change application for a minor change against the statutory framework is attached in the Supporting Documents.

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)

Council does not have a policy, plan or approach ordinarily followed for this type of decision. The *Planning Act 2016* and the Development Assessment Rules provide the framework for assessing and deciding change applications for a minor change.

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)

- Manager Planning & Building Development (internal)

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)

No, the project is not reliant on a funding agreement or grant application.

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?

Council's decision on this matter will not have any financial implications for Council. The costs of fulfilling any and all of the development approval obligations, financial or otherwise, remains the sole responsibility of the operators.

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 outcome of Council's decision on this matter will not have any implications to future year budgets. There are no budgetary obligations for Council relating to this development.

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)

The original development application was subject to public notification. During this period, there were no properly made submissions received. Given there is no net loss of parking from the school as a result of the proposal, it is unlikely that there would be anyone who would be particularly interested in, or impacted by the decision.

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
See below	

There is a risk of the applicant appealing any aspect of Council's decision about this matter to the Planning and Environment Court, however the level of risk should not inform Council's decision regarding this request.

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)

Having considered the change application in the context of the applicable assessment benchmarks it is recommended that Council endorse the officer recommendation and agree to the proposed changes to development approval 2014/18907.

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 endorse the Officer recommendation and agree to the changes to development approval 2014/18907.

Link to Corporate Plan:

Corporate Plan 2018-2023

Strategic Priority 4: Growing our region

4.2 Encourage additional investment in the Maranoa, developing our local economy and increasing our region's population

4.2.3 Create an environment that is conducive to growth through progressive integration of Council's Planning Scheme, Economic & Community Development Plan and Business & Industry Strategy.

Supporting Documentation:

[1](#) Assessment benchmarks

D19/26228

Report authorised by:

Manager - Planning & Building Development
Chief Executive Officer

Attachment 1 – Assessment against the Statutory Framework

In assessing the proposed changes and in determining whether or not the proposed changes constitute a “minor change”, Council must have regard to the definition of a *minor change* as provided in Schedule 2 of the *Planning Act 2016*, being essentially that the changes would not result in substantially different development.

In determining if the proposed change would result in a “substantially different development”, regard must be given to Schedule 1 of the Development Assessment Rules.

Having reviewed the application materials in the context of both the *Planning Act 2016* and the Development Assessment Rules, the proposed changes are considered not to be “substantially different development” as defined, for the following reasons;

- a) The changes do not involve a new use.
- b) The changes do not apply to a new parcel of land.
- c) The existing built form in terms of scale, bulk or appearance will not change dramatically, with no increase in GFA or changes to any of the approved buildings.
- d) The changes will not affect the ability of the proposed development to operate as intended. The site will continue to be used as an educational establishment.
- e) All components integral to the operation of the activity will be maintained, with, amenities, access-ways, fencing and landscaping still being provided and no net loss in parking spaces.
- f) The changes will not increase traffic flow or impact on the transport network significantly because there will be no resultant increase in staff or student numbers. No new accesses or internal access routes are proposed.
- g) There will be no new impacts or increase in the severity of known impacts. The important planning elements have been incorporated into the original development approval by way of development conditions. The development conditions apply to the whole of the approved activity and will continue to apply whilst the activity continues, subject to minor changes around the number and location of parking spaces.
- h) The changes will not result in the removal of any incentive/s or offset/s component. There will be no new impacts on infrastructure provisions as a result of the changes to the approved activity.

In determining that the proposed change would not result in a “substantially different development”, regard has also be given to the following;

- The information the applicant included with the application;
- That there was no objections to the original development application; and
- All assessment benchmarks in the event the application was a new development application.

Having considered the information the applicant included with the application and all other matters prescribed by the *Planning Act 2016*, the proposed changes to development approval 2018/19547 are considered a “minor change” as defined in Schedule 2 the *Planning Act 2016* and Schedule 1 of the Development Assessment Rules.

OFFICER REPORT

Meeting: General 10 April 2019

Date: 10 March 2019

Item Number: 13.2

File Number: D19/18360

SUBJECT HEADING: Maranoa Youth Award

Classification: Open Access

Officer's Title: Local Development Officer - Injune

Executive Summary:

Council has received a proposal from the Injune State School to support a region-wide 'Maranoa Youth Award', aimed at encouraging self-learning and community service. The award would be administered by the local schools, and Council is asked to support the concept.

Officer's Recommendation:

That Council:

1. Provide "in principle" support to the concept of a 'Maranoa Youth Award', to be administered through local high schools, by providing the following:
 - Printing of Certificate for award recipients
 - Morning/Afternoon tea at the awards presentation
 - Council representative to present awards
 - Support through existing networks and programs.
 2. The support will be subject to endorsement of the program by Education Queensland (Maranoa Region).
-

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).

Michael Tucker – HPE Teacher, Sports Coordinator
Injune P-10 State School.

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
P-10	Prep to Year 10 Schools
HPE	Health & Physical Education

Context:

Why is the matter coming before Council?

Council has received a proposal from the HPE Teacher at Injune State School asking for support for a regional program – ‘Maranoa Youth Award’.

Background:

Has anything already happened in relation to this matter?

(Succinct overview of the relevant facts, without interpretation)

Mr Tucker (HPE teacher and Sport Coordinator at Injune State School) has submitted a proposal to Council, asking for support for a regional program – ‘Maranoa Youth Award’.

Injune, and other regional schools, has a subject called Outdoor Education, which is aimed at engaging and retaining students who might otherwise leave school and/or the district. There is flexibility around the delivery of this subject, and Mr Tucker has identified a need for self-learning and active engagement.

Mr Tucker had planned on running the internationally recognised Duke of Edinburgh award as part of the subject, but found the cost excessive.

Instead, Mr Tucker has modelled a similar award called “Maranoa Youth Award”. This is a chance for secondary students to take on an extended project to demonstrate skills and dedication similar to the Duke of Edinburgh. It is planned that the award would then be shared with all local secondary schools in the Maranoa who deliver the Outdoor Education subject, and interest has already been received from Wallumbilla and Injune. Mr Tucker is in the process of discussing the idea with Surat and the two high schools in Roma.

The Award would be totally operated and supervised by each school, and there is no financial or in-kind support requested, apart from the following suggestions:

- Printing of certificates
- Morning tea at presentations
- Councillor presence to make awards
- Support through existing networks or programs eg promotion through networks by staff and Councillors, inclusion where appropriate in school holiday programs.

It is felt that having Council’s backing in this way would provide additional importance and gravitas to the Awards, and assist with recognition for future employers, both within and outside the region.

In the proposed model, there are five key components that each student must complete:

1. **Community** – 3 months of 1 hour a week Community/Volunteer Service
2. **Self-Improvement** – 3 months of 1 hour a week learning a skill
3. **Health** – 3 months of 140mins a week moderate physical activity
4. **Journey** – Camping Skills, journey – 2 day, 1 night organized with supervisor
5. **Primary Production** – Produce, market, sale or exhibit an item of primary produce

Maranoa Youth Awards will be trialed for one year. If a positive response is received, the award will continue on throughout the regional secondary schools. This initiative is not compulsory, it is entirely up to the students regarding their participation. The Awards can also be delivered by all/some/one local school. It is envisaged that Mr Tucker will develop the program, which can then be delivered by other successive teachers in Injune, or by other teachers across the region.

Once each component has been completed by participating students, a small awards presentation will be organised to reward each participant on their efforts.

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)

N/a

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)

N/a

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)

In consultation with Susan Sands, Regional Grants & Councils Events Development Coordination and Fiona Vincent, Regional Sport & Recreation Development Coordinator, both endorsed this approach to assist with printing and catering for the awards presentation.

Michael Tucker has applauded the initial interest from Council in support of this initiative.

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?

Request funds from GL 2888.2266.2001 Youth Week Budget:

- Printing of Certificates – Councils Fees & Charges - \$1.40 per A4 Color Sheet (Certificate) for approx. 10 students per school = \$14
- Provide Morning Tea/Afternoon Tea as per Quote (Café on Second) - \$5.50 per person for approx. 30 people = \$ 165

- Council representative to present awards.

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)

Will be dependent on the trial of the awards. If successful, future year's budgets could require funds as per the above example. Estimated \$200 per school for 6 regional schools = \$1,200.

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)

Community families and members of the Injune and Surrounding District will have an interest and participation in this project. It is hoped this will extend to other districts as well.

Local employers.

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)

Community perception could be negative if support is not given to local schools in the Maranoa.

Risk	Description of likelihood & consequences
Lack of participation	Council's support for this project may provide extra impetus for other schools and students to become involved.
Commitment of Council to resource program	There is a risk that if Council commits to this program it is the only regional entity to do so, and for which the program has not the support of Education Queensland at this time.

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)

This support will allow Mr Tucker the opportunity to advance his initiative of offering the Maranoa Youth Awards to the youth of the Maranoa. This will create a partnership with Council and local educators.

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. Provide active support to the concept of a 'Maranoa Youth Award', to be administered through local high schools, by providing the following:
 - Printing of Certificate for award recipients
 - Morning/Afternoon tea at the awards presentation
 - Council representative to present awards

Support through existing networks and programs.

Link to Corporate Plan:

Corporate Plan 2018-2023

Community Services - Business Unit Strategy

Youth

8.4.6(a) To work collaboratively with the community and partners to develop and enhance the wellbeing, lifestyle and opportunities for young people.

Supporting Documentation:

[1](#) Maranoa Youth Award - Michael Tucker - Award D19/18362
Structure - 31.01.19

Report authorised by:

Regional Grants & Council Events Development Coordinator

Manager - Economic & Community Development

Deputy Chief Executive Officer/Director - Development, Facilities & Environmental Services

Maranoa Youth Award

Aim:

Provide a recognised economical award for rural students to achieve.

Overview:

Students to complete a range of tasks that require dedication and hard work to achieve. Tasks promote self-learning, community service, health and primary production. The award is a chance for students to demonstrate their ability to complete extended tasks, something they can advertise to future employers.

Structure

Community

3 months of 1 hour a week Community/Volunteer Service – Organised with supervisor and signed off by community organisation

Self-Improvement

3 months of 1 hour a week learning a skill – Decided with supervisor and signed off by family member or organisation

Health

3 months of either 20mins a day or 140mins a week moderate Physical Activity – Decided with supervisor and signed off by family member or sports organisation

Journey

Camping skills assessment – Supervisor to assess student's safety and camping skills

Journey – 2 day, 1 night journey – Organised and planned with supervisor, conducted with supervisor in area but not leading journey.

Primary Production Task

Students to produce, market and sell an item of primary produce – Produce decided with supervisor, diary of production kept by student, evidence of marketing and sale shown to supervisor.

COUNCILLOR REQUEST FOR AN AGENDA REPORT

Meeting: General 10 April 2019

Date: 12 December 2018

Item Number: 16.1

File Number: D18/98894

SUBJECT HEADING: Multipurpose Evacuation Facility - Injune

Classification: Open Access

Councillor's Title: Cr Tyson Golder

Executive Summary:

As head of the Local Government with responsibility including Disaster Management strategic view, the Mayor would like to explore the need for a Multipurpose Emergency/Evacuation Facility in Injune to service the town and surrounding districts.

Councillor's Recommendation:

That a report be prepared for an upcoming Council meeting.

Details of Requested Agenda Report:

Council should investigate and apply for funding through Disaster Management Grant funding opportunities to design and install a multipurpose evacuation facility to deal with major bushfire risks and isolation caused by flooding.

Supporting Documentation:

[1](#) Mt Moffatt advisory - 1 December 2018

D19/25141

prity i-Services x Fire Alert Updates: Warnings fire: x +

/news/new-fire-bans-evacuations-and-arrests/3590881/

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and Cemetery Road, Howard.

- **NORTH STRADBROKE ISLAND:** There is a bushfire on North Stradbroke Island. You need to keep up to date and decide what actions you will take if the situation changes. Currently as at 2.50pm Saturday 1 December, there is a bushfire burning in the vicinity of Sibelco Sand Mine near Main Beach Conservation Park and Naree Budjong Djara National Park.
- **WIEAMBILLA:** You need to keep up to date and decide what actions you will take if the situation changes. As at 2.40pm Saturday 1 December, a bushfire is burning near Robbos Road, Mary Road, Wains Road and Chinchilla Tara Road in a northerly direction towards Wieambilla Road and Robbos Road.
- **CARNARVON:** Queensland Fire and Emergency Services (QFES) crews are on scene at a bushfire burning in the Carnarvon National Park and Boxvale State Forest. This fire is posing no threat to property at this time. QFES crews are working with landowners to construct fire breaks. Firefighters will continue to work to contain the fire with help from aerial support. Due to firefighting operations, the Carnarvon Road into the Carnarvon Gorge Visitor Area remains closed to the public. The Mount Moffatt Section is also temporarily closed. Smoke may affect surrounding areas and residents should close windows and doors and keep respiratory medications close by.
- **GLASTONBURY:** You need to keep up to date and decide what actions you will take if the situation changes. As at 1.20pm Saturday 1 December, a bushfire is travelling from Wyuna Drive in a southeasterly direction towards Wyuna Drive, Conway Court and Glastonbury Road.
- **CAPTAIN CREEK:** You need to be ready to follow your bushfire survival plan. If you do not have a plan, or intend to leave you

COUNCILLOR REQUEST FOR AN AGENDA REPORT

Meeting: General 10 April 2019

Date: 2 April 2019

Item Number: 16.2

File Number: D19/25570

SUBJECT HEADING: Graveside repairs at Roma Cemetery

Classification: Open Access

Councillor's Title: Cr Tyson Golder

Executive Summary:

Following the recent damage caused by the car incident at the Roma Cemetery, Council should finance any related repairs if the families are not in a financial position to do so.

Councillor's Recommendation:

Following the reckless driving incident on Friday 29 March, that caused significant damage to up to 20 graves at the Roma Cemetery, Mayor Golder recommends that Council support any families that are not in a position to afford repairs to the graves of their loved ones by providing for the cost of repair to the graves.

Details of Requested Agenda Report:

Supporting Documentation:

Nil