
MINUTES OF THE GENERAL MEETING OF MARANOA REGIONAL COUNCIL HELD AT ROMA ADMINISTRATION CENTRE ON 22 JULY 2015 COMMENCING AT 9.00AM

ATTENDANCE

Mayor Cr. R S Loughnan chaired the meeting with, Deputy Mayor Cr W S Wason, Cr. J L Chambers, Cr. R J Denton, Cr P J Flynn, Cr. W M Newman, Cr. C J O'Neil, Cr. M L Price, Cr. D J Scheffe, Chief Executive Officer – Julie Reitano, Coordinator Corporate Communications – Jane Frith, and Kelly Rogers Minutes Officer in attendance.

AS REQUIRED

Director Infrastructure Services – Cameron Castles, Director Development, Facilities & Environmental Services – Rob Hayward, Manager Facilities (Land, Buildings & Structures) – Tanya Mansfield, Manager Planning & Building Development – Danielle Pearn, Manager Organisational Development – Noela Ward, Specialist Energy Sector Contracts – Peter Weallans, (Acting) Coordinator Environmental Health – Kent Morris.

GUESTS

There were no guests in attendance at the meeting.

WELCOME

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

APOLOGIES

There were no apologies for the meeting.

CONFIRMATION OF MINUTES

Resolution No. GM/07.2015/34

Moved Cr Chambers

Seconded Cr Newman

That the minutes of the General Meeting (9-8.07.15) held on 8 July 2015 be confirmed.

CARRIED

9/0

BUSINESS ARISING FROM MINUTES

There was no business arising from the minutes.

ON THE TABLE

There were no items for discussion on the table.

PRESENTATIONS/PETITIONS AND DEPUTATIONS

There were no presentations/petitions or deputations at the meeting.

CONSIDERATION OF NOTICES OF BUSINESS

There were no notices of business for consideration.

CONSIDERATION OF NOTICES OF MOTION

There were no notices of motion for consideration.

RECEPTION OF NOTICES OF MOTION FOR NEXT MEETING

No notices of motion were received for the next meeting.

BUSINESS

Item Number: 10.1 **File Number:** D15/57799

SUBJECT HEADING: REQUEST FOR NAME CHANGE FOR FOWLES LANE, ROMA

Author and Officer's Title: Graham Sweetlove, Engineer - Asset & Service Planning

Executive Summary:

Council received a request to change the name of Fowles Lane in Roma to Koy Street.

Resolution No. GM/07.2015/35	
Moved Cr Denton	Seconded Cr Wason
That the current road name of Fowles Lane remain as is.	
CARRIED	9/0

Responsible Officer	Engineer - Asset & Service Planning
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Item Number: 10.2 **File Number:** D15/58108

SUBJECT HEADING: ADDITION OF ACCESS ROADS TO COUNCIL'S ROAD REGISTER - MOUNT HOWE

Author and Officer's Title: Graham Sweetlove, Engineer - Asset & Service Planning

Executive Summary:

Council received a request to add two property access roads to the Council Road Register.

Resolution No. GM/07.2015/36	
Moved Cr Newman	Seconded Cr Price
That Council not add the access to:	
<ol style="list-style-type: none"> 1. Lot 7 on WAR4 from Westgrove Road to the Road Register, as it is considered to be a property access and Council's Policy "Property Accesses and Access Crossovers" applies. 2. Lot 8 on BDR48 from Mt Moffat Road to the Road Register, as the specified track is not within a road reserve or easement, and Council's Policy "Construction of Roads for Access to Property" applies. 	
CARRIED	9/0

Responsible Officer	Engineer - Asset & Service Planning
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Item Number: 10.3 **File Number:** D15/53194

SUBJECT HEADING: REQUEST FOR GRAVEL RESHEET ON NALPA DOWNS ROAD, MITCHELL

Author and Officer's Title: Graham Sweetlove, Engineer - Asset & Service Planning

Executive Summary:

Council received a request for a gravel re-sheet of Nalpa Downs Road, Mitchell.

Resolution No. GM/07.2015/37	
Moved Cr Chambers	Seconded Cr Price
That this request be included in future budget deliberations, secondary to Council's 10 year capital works plans.	
CARRIED	9/0

Responsible Officer	Engineer - Asset & Service Planning
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Item Number: 11.1 **File Number:** D15/45701

SUBJECT HEADING: REFINEMENT OF THE FEES AND CHARGES SCHEDULE TO EXEMPT NOT-FOR-PROFIT ORGANISATIONS FROM PAYING PLANNING AND BUILDING APPLICATION FEES

Author and Officer's Title: Christopher Tickner, Town Planner

Executive Summary:

A refinement of the Fees and Charges schedule was proposed in order to recognise the contribution that registered not-for-profit organisations make to the community, by developing and supporting various community initiatives and support groups.

Waiving the application charges for these groups would be appreciated by not-for-profit organisations when making applications to Council for development. Council's endorsement would formalise its position regarding planning and building application fees for eligible community organisations.

Resolution No. GM/07.2015/38	
Moved Cr Chambers	Seconded Cr Denton
That:	
<ol style="list-style-type: none"> 1. Council approve for registered non-profit and charitable organisations to be exempt from paying scheduled planning and building fees (subject to the exemption criteria outlined in the Non-Financial Community Assistance Policy) and amend the Fees and Charges Schedule accordingly. 2. A specific receipt code be established to record the number of fee exemptions, and the value of waived fees issued per annum. 3. Councillors receive notification by email each time a fee exemption is granted. 	
CARRIED	8/1

Responsible Officer	Town Planner
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Item Number: 11.2 **File Number:** D15/51222

SUBJECT HEADING: DELEGATION OF COUNCIL POWERS TO THE POSITION OF CHIEF EXECUTIVE OFFICER UNDER THE FIRE AND EMERGENCY SERVICES ACT 1990

Author and Officer's Title: Christina Tincknell, Coordinator – Corporate, Community & Commercial Services

Executive Summary:

The report sought Council's approval for delegation of powers under the Fire and Emergency Services Act 1990 to the Chief Executive Officer.

Resolution No. GM/07.2015/39

Moved Cr Price

Seconded Cr O'Neil

That Council, under section 257 of the Local Government Act 2009:

1. Delegate the exercise of powers contained in Schedule 1 of the Instrument of Delegation attached to the Officer's Report, to the Chief Executive Officer. These powers must be exercised subject to any limitations contained in Schedule 2 of the attached Instrument of Delegation.
2. Repeal all prior resolutions delegating these same powers.

CARRIED

9/0

Responsible Officer

Coordinator – Corporate, Community & Commercial Services

Item Number: 11.3 **File Number:** D15/55430

SUBJECT HEADING: COUNCIL INITIATED ADVISORY COMMITTEE MEETING MINUTES

Author and Officer's Title: Kelly Rogers, Coordinator - Elected Members & Community Engagement

Executive Summary:

As part of Council's Draft Community Engagement Strategy, Council has initiated a number of Advisory Committees to seek community and stakeholder input on key projects and businesses of Council. Feedback, or the outcomes of these forums, assists Council to identify priorities, inform decisions and develop future strategies and policies.

This report provides a copy of the confirmed meeting minutes of the advisory committees that held meetings during the months of April 2015 - June 2015.

Resolution No. GM/07.2015/40

Moved Cr O'Neil

Seconded Cr Wason

That Council receive and note the confirmed minutes of the following Advisory Committee meetings:

- Roma Saleyards Advisory Committee Meeting – 28/05/15
- Airport Advisory Committee Meeting – 03/06/15
- Wallumbilla Show Grounds Advisory Committee Meeting – 21/04/15

CARRIED

9/0

Responsible Officer

Coordinator - Elected Members & Community Engagement

Item Number: 11.4 **File Number:** D15/57508

SUBJECT HEADING: RESERVES ACCOUNTING

Author and Officer's Title: Deelea (Dee) Sullivan, Specialist - Accounting Services

Executive Summary:

Council has numerous general reserves (e.g. Future Capital Works, Constrained Operational Grants and Contributions) that have previously been reported in the Annual Financial Statements as a separate note; Note 25. While reserves were previously created under the Local Government (Finance, Plans and Reporting) Regulation 2010 for budgetary purposes, it did not impose specific requirements for reporting reserves in the financial statements.

That legislation was repealed and the current Local Government Regulation 2012 does not make reference to reserves. The report proposed an alternative treatment to ensure compliance with Australian Accounting Standards.

Resolution No. GM/07.2015/41

Moved Cr Chambers

Seconded Cr Scheffe

That Council account for reserves using an internal management account system, and these internal (cash) restrictions be included in Council's cash and cash equivalents note rather than reporting a comprehensive reserve note commencing from the 2014/15 financial year statements.

CARRIED

9/0

Responsible Officer

Specialist - Accounting Services

Item Number: 11.5 **File Number:** D15/59842

SUBJECT HEADING: ANNUAL VALUATION CONSULTATION FOR THE MARANOA REGION

Author and Officer's Title: Dana Harrison, Coordinator - Rates

Executive Summary:

Council received correspondence from the Department of Natural Resources and Mines seeking Council's opinion as to whether a valuation is required for the Maranoa Region to be effective from 30 June 2016.

Resolution No. GM/07.2015/42

Moved Cr Denton

Seconded Cr Flynn

That Council advise the Department of Natural Resources and Mines of its opinion that a valuation effective from 30 June 2016 does not need to be undertaken.

CARRIED

9/0

Responsible Officer

Coordinator - Rates

Item Number: 12.1 **File Number:** D15/51333

SUBJECT HEADING: QUOTATION FOR REALIGNMENT OF HANGAR DRIVE, ROMA AIRPORT

Author and Officer's Title: Ben Jones, Manager - Airports (Roma, Injune, Surat & Mitchell)

Executive Summary:

Currently the alignment of Hangar Drive, Roma Airport does not reflect the existing road reserve. An estimate to re-gazette Hangar Drive was obtained, at a total cost of \$15,950 (Inc. GST). The road off alignment does not cause any significant issues at the Roma Airport. It was recommended that the potential benefit does not reflect the cost to perform the work.

Resolution No. GM/07.2015/43	
Moved Cr Denton	Seconded Cr Wason
That Council consider the realignment of Hangar Drive at Roma Airport in future budget deliberations.	
CARRIED	9/0

Responsible Officer	Manager - Airports (Roma, Injune, Surat & Mitchell)
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Item Number: 13.1 **File Number:** D15/57277

SUBJECT HEADING: APPLICATION FOR CONVERSION OF TENURE- LOT 1 ON TM21

Author and Officer's Title: Shirley Horrobin, Administration Officer - Property & Legal

Executive Summary:

The Department of Natural Resources and Mines sought Council's views on an application it has received for conversion over Grazing Homestead Perpetual Lease (GHPL) 36/7336 being Lot 1 on TM21 to freehold tenure.

Resolution No. GM/07.2015/44	
Moved Cr Price	Seconded Cr Scheffe
That Council advise the Department of Natural Resources and Mines it has no objection to the conversion over GHPL 36/7336 being Lot 1 on TM21 to freehold tenure.	
CARRIED	9/0

Responsible Officer	Administration Officer - Property & Legal
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Item Number: 13.2 **File Number:** D15/57108

SUBJECT HEADING: APPLICATION FOR CONVERSION OF TENURE - LOT 9 ON EG207

Author and Officer's Title: Shirley Horrobin, Administration Officer - Property & Legal

Executive Summary:

The Department of Natural Resources and Mines sought Council's views on an application it has received for conversion over Grazing Homestead Perpetual Lease (GHPL) 36/7938 being Lot 9 on EG207 to freehold tenure.

Resolution No. GM/07.2015/45

Moved Cr O'Neil

Seconded Cr Newman

That Council advise the Department of Natural Resources and Mines it has no objection to the conversion over GHPL 36/7938 being Lot 9 on EG207 to freehold tenure on the condition that the property owner works with Council to rectify the road that is off alignment with the dedicated road reserve.

CARRIED

9/0

Responsible Officer

Administration Officer - Property & Legal

Item Number: 13.3 **File Number:** D15/57996

SUBJECT HEADING: APPLICATION FOR CONVERSION OF TENURE OVER GHPL 36/7984 BEING LOT 2 ON WAR16, LOT 5 ON WAR20 AND LOT 6 ON WAR24

Author and Officer's Title: Josephine Horsfall, Coordinator - Land Administration

Executive Summary:

The Department of Natural Resources and Mines sought Council's views on an application it has received for conversion over Grazing Homestead Perpetual Lease (GHPL) 36/7981 being Lot 2 on WAR16, Lot 5 on WAR20 and Lot 6 on WAR24 to freehold tenure.

Resolution No. GM/07.2015/46

Moved Cr Chambers

Seconded Cr Flynn

That Council advise the Department of Natural Resources and Mines it has no objection to the conversion over (GHPL) 36/7981 being Lot 2 on WAR16, Lot 5 on WAR20 and Lot 6 on WAR24 to freehold tenure.

CARRIED

9/0

Responsible Officer

Coordinator - Land Administration

Item Number: 13.4 **File Number:** D15/58514

SUBJECT HEADING: APPLICATION FOR CONVERSION OF TENURE OVER TL 210172 BEING LOT 9 ON WT196

Author and Officer's Title: Josephine Horsfall, Coordinator - Land Administration

Executive Summary:

The Department of Natural Resources and Mines sought Council's views on an application it has received for conversion over Term Lease (TL) 210172 being Lot 9 on WT196 to freehold tenure.

Resolution No. GM/07.2015/47

Moved Cr Denton

Seconded Cr Price

That Council advise the Department of Natural Resources and Mines it has no objection to the conversion of (TL) 210172 being Lot 9 on WT196 to freehold tenure.

CARRIED

9/0

Responsible Officer

Coordinator - Land Administration

Item Number: 13.5 **File Number:** D15/58565

SUBJECT HEADING: APPLICATION TO LEASE CAMPING & WATER RESERVE- LOT 11 ON WT196

Author and Officer's Title: Josephine Horsfall, Coordinator - Land Administration

Executive Summary:

The Department of Natural Resources and Mines sought Council's views on the Application to Lease over Reserve for Camping and Water (Reserve 10697), being Lot 11 on WT196 for which Council is Trustee. The land is part of a stock route.

Resolution No. GM/07.2015/48

Moved Cr Denton

Seconded Cr Flynn

That Council advise the Department of Natural Resources and Mines:

1. The land is still required for its gazetted purpose (Camping & Water Reserve 10697).
2. It objects to the application for a Term Lease over Lot 11 on WT196.
3. Council suggests a more appropriate tenure of Permit to Occupy over this parcel.

CARRIED

9/0

Responsible Officer

Coordinator - Land Administration

Item Number: 13.6 **File Number:** D15/59495

SUBJECT HEADING: APPLICATION FOR CONVERSION OF TENURE - LOT 11 ON WT15

Author and Officer's Title: Josephine Horsfall, Coordinator - Land Administration

Executive Summary:

The Department of Natural Resources and Mines sought Council's views on an application it has received for conversion over Grazing Homestead Perpetual Lease (GHPL) 36/7953 being Lot 11 on WT15 to freehold tenure.

Resolution No. GM/07.2015/49	
Moved Cr Wason	Seconded Cr Chambers
That Council advise the Department of Natural Resources and Mines it has no objection to the conversion over (GHPL) 36/7953 being Lot 11 on WT15 to freehold tenure.	
CARRIED	9/0

Responsible Officer	Coordinator - Land Administration
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Item Number: 13.7 **File Number:** D15/59593

SUBJECT HEADING: COUNCIL SWIMMING POOLS

Author and Officer's Title: Dee Schafer, Support Officer - Facilities

Executive Summary:

Across the region Council maintains five swimming pool complexes and The Great Artesian Spa Complex. The pools are operated by Contractors under management arrangements. Contractors provide monthly reports to Council identifying attendance, pool temperatures, chemical levels, maintenance issues and consumables. Reports for the month of June were presented for Council's information.

Resolution No. GM/07.2015/50	
Moved Cr O'Neil	Seconded Cr Price
That Council receive and note the regional swimming pool reports for the month of June 2015.	
CARRIED	9/0

Responsible Officer	Support Officer - Facilities
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Item Number: 13.8 **File Number:** D15/60167

SUBJECT HEADING: REQUEST TO INSTALL SIGNAGE - ROMA ARTS CENTRE

Author and Officer's Title: Tanya Mansfield, Manager - Facilities (Land, Buildings & Structures)

Executive Summary:

Council was asked to consider a request received from Roma and District Community Arts Inc to install signage at the front of the Roma on Bungil Arts Complex.

Resolution No. GM/07.2015/51

Moved Cr Newman

Seconded Cr Flynn

That Council:

1. Approve the request from Roma and District Community Arts Inc. to install the proposed directional signage at the front of the Roma on Bungil Arts Complex.
2. Agreed for officers to oversee the installation of the sign and completion of all necessary pre-work investigations.

CARRIED

7/2

Responsible Officer	Manager - Facilities (Land, Buildings & Structures)
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Item Number: 13.9 **File Number:** D15/58610

SUBJECT HEADING: MATERIAL CHANGE OF USE - "HEALTH CARE PREMISES" (EXTENSION TO MEDICAL PRACTICE) (2015/19262)

Location: 27 Quintin Street and 2 Alfred Street, Roma QLD 4455 (Lot 1 on RP4418 and Lot 4 on RP87309)

Applicant: Craig and Rosie Nebe C/- Brandon and Associates Pty Ltd

Author and Officer's Title: Jessica Reiser, Planning Officer
Tammie Davidson, Support Officer - Planning & Building Development Support

Executive Summary:

The applicant sought approval for a Material Change of Use – "Health Care Premises" to facilitate the expansion of the existing medical practice on land at 27 Quintin Street and 2 Alfred Street, Roma (properly described as Lot 1 on RP4418 and Lot 4 on RP87309).

The application is subject to Impact Assessment against the relevant provisions of the Roma Town Planning Scheme 2006. No submissions were received during the public notification period (8 May 2015 and 1 June 2015).

The proposed development is generally consistent with the provisions of the Roma Town Planning Scheme 2006 including the Desired Environmental Outcomes and the Urban Area Code.

Resolution No. GM/07.2015/52

Moved Cr Chambers

Seconded Cr Price

That Council approve the application for a Material Change of Use for Health Care Premises (Extension to Medical Practice) at 27 Quintin Street and 2 Alfred Street, Roma QLD 4455, described as Lot 1 on RP4418 and Lot 4 on RP87309, subject to the following conditions:

Preamble

- i Refer to <http://www.cmdg.com.au/> for the Capricorn Municipal Development Guidelines (CMDG).
- ii The relevant planning scheme for this development is the Roma Town Council Planning Scheme 2006. All references to the 'Planning Scheme' and 'Planning Scheme Schedules' within these conditions refer to the above Planning Scheme.

Use

1. The approved development is a Material Change of Use – “Health Care Premises” (Extension to Medical Practice) as shown on the approved plans.
2. All conditions relating to the establishment of the approved development must be fulfilled prior to any approved use commencing, unless otherwise noted in these conditions.
3. Prior to the commencement of the use, the applicant shall contact Council to arrange a development compliance inspection.
4. Prior to the commencement of the use, lots shall be amalgamated.
5. All civil and related work shall be designed and supervised by a Registered Professional Engineer of Queensland (RPEQ) who is competent in the construction of the works.

Approved Plans and Documents

6. Complete and maintain the approved development - Material Change of Use “Health Care Premises” (Extension to Medical Practice) 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
Drawing No. SK01 Issue D3	Site Plan prepared by Brandon and Associates	14/07/15
Drawing No. SK02 Issue D1	Existing Floor Plan Prepared by Brandon and Associates	20/02/15
Drawing No. SK03 Issue D1	Proposed Floor Plan Prepared by Brandon and Associates	20/02/15
Drawing No. SK04 Issue D1	Elevations Prepared by Brandon and Associates	20/02/15
Drawing No. SK05 Issue D1	Turning Path For Ambulance – SRV (6.4m) Prepared by Brandon and Associates	20/02/15
Drawing No. SK06 Issue D1	Turning Paths for Public – B99 (5.2m) Prepared by Brandon and Associates	20/02/15
Drawing No. SK10 Issue D1	Landscaping Plan Prepared by Brandon and Associates	22/04/15
Drawing No. SK11 Issue D1	Stormwater Runoff Plan	22/04/15
Drawing No. 00220901 Revision A	Site Plan – Services Layout Prepared by Brandon and Associates	04/00
Drawing No. R-042 Revision	CMDG – Commercial Driveway Slab	09/14

D	Type A – Two Way Access	
Capricorn Municipal Development Guidelines		
D5	CMDG – Stormwater Drainage	02/15
D7	CMDG – Erosion Control and Stormwater Management	03/12
D11	CMDG – Water Reticulation	05/15
D12	CMDG – Sewerage Reticulation	05/15

Avoiding Nuisance

7. Any air conditioning, generator, refrigeration, pump, exhaust, fans, or other equipment must be acoustically screened to ensure noise levels do not exceed 5dB above the background noise level.
8. Lighting of the site, including any security lighting, shall be such that the lighting intensity does not exceed 8.0 lux at a distance of 1.5 metres from the site at any property boundary.
9. All lighting shall be directed or shielded so as to ensure that no glare directly affects nearby properties.
10. The area and its surrounds shall be kept in an orderly fashion, free of rubbish and clear of weeds and long grasses. The approved development and the premises are to be maintained in a clean and tidy condition and not to pose any health and safety risks to the community.
11. Any damage to roads and infrastructure that is attributable to the progress of works performed in order to establish the use onsite, or vehicles associated with the development of the site must be repaired to Council's satisfaction or the cost of repairs paid to Council.
12. No nuisance is to be caused to adjoining properties and occupiers by the way of noise, smoke, dust, odour, rubbish, contaminant, stormwater discharge or siltation at any time.
13. Unless otherwise approved in writing by the Council, approved hours of any construction works are restricted to Monday – Saturday 6:00 am to 6:00 pm – noise permitted. Works which cause audible noise must not be conducted from or on the subject land outside the above times or on Sundays or Public Holidays.

Refuse storage

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

Delivery of Goods

15. Loading and unloading of goods, including refuse collection, is restricted to the hours of 7:00am – 6:00pm Monday to Friday and 8:00am to 5:00pm on Saturdays.
16. No unloading or loading occurs on Sundays and Public Holidays.

Erosion Control

17. All construction works on site to be undertaken in accordance with the Institute of Engineers (Australia) (IEAUST) Soil Erosion and Sediment Control Engineering Guidelines for Queensland Construction sites.

18. If there is a possibility of erosion or silt or other materials being washed off the property being developed during the development process, the developer must document and implement a management plan that prevents this from occurring.
19. The developer shall immediately clean up and satisfactorily remove any deposited construction material or silt runoff from the development site.
20. Should it be necessary for the road and/or drainage system to be reinstated or cleaned up due to erosion and/or sedimentation from the site, then such works shall be undertaken at no cost to Council.

Provision of Services

21. The development is to be connected to Council's reticulated sewerage disposal system in accordance with:
 - a) the Water Services Association of Australia (WSAA) publication WSA 02 2002- Gravity Sewerage Code of Australia (Version 2.3); and
 - b) the CMDG D12 'Sewerage Reticulation'.
22. The development is to be connected to Council's reticulated water supply system in accordance with:
 - a) the Water Services Association of Australia (WSAA) publication WSA 03-2002 Water Reticulation Code of Australia (Version 2.3); and
 - b) the CMDG D11 'Water Reticulation'.
23. The development must be connected to an electricity reticulation service in accordance with the relevant service provider's requirements and specifications along with relevant building standards, requirements and specifications (as relevant).
24. If the development is connected to a telecommunications service, then such works shall be undertaken in accordance with the relevant service provider's requirements and specifications along with relevant building standards requirements and specifications (as relevant).
25. Any conflicts associated with proposed and existing services shall be forwarded by the developer to the appropriate controlling authority for approval for any proposed changes.

Stormwater and Drainage

26. Stormwater run-off from roofs and impervious surface areas is to be collected internally and piped to the existing kerb in Quintin Street and Alfred Street, adjacent to the site from the lawful point of discharge, and generally in accordance with:
 - a) approved stormwater runoff plan SK11 Issue D1 dated 22/04/15; and
 - b) the Capricorn Municipal Development Guidelines
27. The stormwater disposal system must be designed to include appropriate pollution control devices or methods to ensure no contamination or silting of creeks or other waterways.
28. Stormwater must not be allowed to pond on the property being developed or upstream or downstream properties or roads either during the development process, or after the development has been established.

Access, Car parking and Manoeuvring

29. The landowner shall be responsible for construction and maintenance of vehicle crossovers from the road carriageway to the property boundary and for obtaining any approvals that may be required and for complying with the applicable designs and standards.
30. A 6 metre wide vehicle crossover from the development site to Alfred Street is to be constructed of concrete in accordance with CMDG Drawing-R-042 Rev D – Commercial Driveway Slab Type A – Two Way Access, dated 09/2014.
31. Vehicle crossovers must be located a minimum distance of one metre from any street signage, power poles, street lights, manholes, stormwater gully pits or other Council assets.
32. A minimum of fourteen (14) car parking spaces, including two (2) spaces for persons with disabilities, are to be provided onsite in accordance with the approved drawing No. SK01 Issue D3 Prepared by Brandon and Associates, dated 14/07/15.
33. Parking bay configurations (width and lengths) are to be in accordance with AS/NZS 2890.1:2004 Parking Facilities Part 1: Off-Street Car Parking.
34. Disabled car parking bays shall be designed in accordance with AS/NZS 2890.6:2009 Parking Facilities Part 1: Off-Street Car Parking.
35. Vehicle access and manoeuvring areas are to comply with AS/NZS 2890.1:2004 Parking facilities Part 1: Off-street car parking.
36. Service vehicle access and manoeuvring is to be designed in accordance with AS/NZS 2890.2:2004 - Parking facilities Part 2: Off-street commercial vehicle facilities requirements.
37. Vehicle manoeuvring areas are to be provided on site to ensure all vehicles enter and exit the site in a forward direction.
38. All vehicle movements within the site are to be clear of proposed parking areas, buildings and landscape treatments. Vehicle parking bays must not encroach into swept paths for vehicle movements onsite.
39. No on-street parking is permitted at the frontage of the development site at any time.
40. All access and manoeuvring areas used in the operation are to be sealed with an approved impervious surface. Surfacing shall consist of reinforced concrete, concrete pavers, segmental clay pavers, asphaltic hotmix or two coat (primerseal/seal) bitumen seal.
41. All vehicular access and related items must comply with (i) the development approval conditions, (ii) any relevant provisions in the planning scheme for the area including Schedule 2: “Standards for Roads, Car Parking, Access and Manoeuvring Areas”, (iii) Council’s standard designs for such work where such designs exist, (iv) any relevant Australian Standard that applies to that type of work and (v) the Capricorn Municipal Development Guidelines (CMDG) and (vii) any alternative specifications that Council has agreed to in writing and which the developer must ensure do not conflict with any requirements imposed by any applicable laws and standards.

Signage and Linemarking

42. Signage indicating all traffic is to be one way adjacent to the northern side of the building is to be established within the site and visible to patrons and staff.

43. The pedestrian aisle is to be clearly delineated by line-marking, surface differentiation or a suitable barrier in accordance with approved drawing No. SK01 Issue D3 Prepared by Brandon and Associates, dated 14/07/15.

44. Signage and line marking is to be in accordance with MUTCD requirements and AS/NZS 2890.1:1993 – Parking facilities Part 1: Off-street car parking.

45. Pavement line marking to be provided to delineate vehicle parking bays provided onsite.

Landscaping

46. Site landscaping is to be provided with a minimum width of two metres adjacent the property boundaries in accordance with the approved drawing No. SK10 Issue D1 prepared by Brandon and associates Pty Ltd dated 22/04/15.

47. Landscaping is to be irrigated during an establishment period of two years, and ground covers should fully cover vegetated areas within one year of planting.

48. Site landscaping must be planted prior to the commencement of use.

49. Site landscaping must not interfere with electrical infrastructure nor restrict maintenance access to any onsite infrastructure, public utility or easement.

Infrastructure Contributions

50. In accordance with Council’s Adopted Infrastructure Charges Resolutions (Roma) 2015, a \$4,170 Infrastructure Contribution is payable to the Council. (Refer attached Adopted Infrastructure Charges Notice).

Advertising Signs

51. Any proposed advertising signage is subject to a further development approval unless compliant with the self-assessable development provisions of the planning scheme.

52. Any free-standing advertising signage or structure to be constructed on site shall be designed by an RPEQ (Structural) Engineer and certification provided for both design and construction.

No Cost to Council

53. The developer is responsible for meeting all costs associated with the approved development unless there is specific agreement by other parties, including the Council, to meeting those costs.

54. All rates and charges of any description and all arrears of such rates and charges, together with interest outstanding thereon, on the land, due to Council, shall be paid to the Council prior to occupation of the units.

Latest Versions

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

CARRIED

9/0

Responsible Officer	Support Officer - Planning & Building Development Support
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Item Number: 13.10 **File Number:** D15/59308

SUBJECT HEADING: REPRESENTATIONS PER SECTION 361(1)(A) OF THE SUSTAINABLE PLANNING ACT 2009 REGARDING CONDITIONS OF DEVELOPMENT PERMIT 2014/18858.

Location: 90-92 Bowen Street Roma QLD 4455 (properly described as Lot 1 & 2 on RP:93927)

Applicant: Stephen Duff C/- Brandon & Associates Pty Ltd

Author and Officer's Title: Christopher Tickner, Town Planner

Executive Summary:

The applicant has made representations against several conditions of Development Permit 2014/188581, issued for a Material Change of Use – “Shops” and “Professional Offices” at 90-92 Bowen Street, Roma.

The representations have been made to extend the Relevant Period from two (2) years to four (4) years and to amend Conditions 6, 40 and 45.

It is the applicant's position that:

- The Relevant Period imposed on the Development Permit should be extended from 2 years to 4 years in accordance with Section 341 of the Sustainable Planning Act 2009.*
- Condition 6, which restricts operating hours to Monday to Saturday 7:00am to 8:00pm, be amended to allow the “Shops” and the “Professional Offices” to operate seven (7) days a week.*
- Condition 40, which requires upgrades to Jackson Street, be amended so that it is clear that the “upgrades” relate only to the eastern portion of Jackson Street fronting the proposed development site; and*
- Condition 45, which references “accommodation units”, be deleted because the proposed development does not include “accommodation units.”*

Resolution No. GM/07.2015/53

Moved Cr Newman

Seconded Cr Denton

That Council approve for;

- 1. The Relevant Period be extended from two (2) years to four (4) years.**
- 2. Condition 6 to be amended from:**
 - 6. Hours of operation are restricted to 7:00am to 8:00pm Monday to Saturday. The premises is not permitted to operate on Sundays or public holidays.**

To the following;

- 6. Hours of operation are restricted to 7:00am to 8:00pm Monday to Saturday for the “Professional Offices”. The Professional Offices are not permitted to operate on Sundays or public holidays.**

Hours of operation are restricted to 7:00am to 8:00pm Monday to Sunday for the “Shops”.

<p>3. Condition 40 to be amended from:</p> <p>40 Jackson Road is to be upgraded in accordance with Schedule 2: “Standards for Roads, Carparking, Access and Maneuvering Areas” and Capricorn Municipal Development Guidelines Section D1 Table D1.06.02 Access Place. These works will include but not limited to widening of pavement and seal and installation of kerb and channelling to full extent of Jackson Street frontage.</p> <p>To the following</p> <p>40. <u>The eastern portion of Jackson Street fronting the proposed development is to be upgraded in accordance with Schedule 2: “Standards for Roads, Carparking, Access and Maneuvering Areas” and Capricorn Municipal Development Guidelines Section D1 Table D1.06.02 Access Place. These works will include but are not limited to the widening of pavement and seal, and the installation of kerb and channelling to the full extent of the Jackson Street frontage.</u></p> <p>4. Condition 45 to be amended from:</p> <p>45. The developer is to notify Council upon completion of the conditions of approval and prior to occupation of the accommodation units.</p> <p>To the following</p> <p>45. <u>The developer is to notify Council upon completion of the conditions of approval and prior to the occupation of the premises.</u></p>	9/0
CARRIED	

Responsible Officer	Town Planner
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LATE ITEMS

Item Number: L.1 **File Number:** D15/60773

SUBJECT HEADING: REQUEST FOR REVIEW OF POOL ENTRY FEES - SURAT

Author and Officer’s Title: Kelly Rogers, Coordinator - Elected Members & Community Engagement

Executive Summary:

A letter was received requesting that Council give consideration to allowing free entry for patrons into the Surat Swimming Pool.

Resolution No. GM/07.2015/54	
Moved Cr Newman	Seconded Cr O’Neil
That Council:	
<ol style="list-style-type: none"> 1. Receive and note the letter of request as tabled. 2. Not amend the tender specifications for Management of the Surat Swimming Pool. 3. Maintain its position to charge an entry fee as part of the Surat Facility Management Agreement remuneration package. 	
CARRIED	
7/2	

Responsible Officer	Coordinator - Elected Members & Community Engagement
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Item Number: L.2 **File Number:** D15/59870

SUBJECT HEADING: MONTHLY FINANCIAL STATEMENTS

Author and Officer's Title: Deelea (Dee) Sullivan, Specialist - Accounting Services

Executive Summary:

This report was presented to Council to formally receive a Monthly Financial Report in accordance with section 204 of the Local Government Regulation 2012 for the month of June 2015.

Resolution No. GM/07.2015/55

Moved Cr Flynn

Seconded Cr Scheffe

That Council receive and note the Financial Report to 30 June 2015.

CARRIED

9/0

CONFIDENTIAL ITEMS

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:-

- (a) the appointment, dismissal or discipline of employees;
- (b) industrial matters affecting employees;
- (c) the local government budget;
- (e) contracts proposed to be made by it;
- (f) starting or defending legal proceedings involving the local government;
- (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/07.2015/56

Moved Cr O'Neil

Seconded Cr Wason

That Council close the meeting to the public at 9.37am.

CARRIED

9/0

Cr. Newman left the Chamber at 9.38am, and entered at 9.39am.

The Mayor left the Chamber at 9.39am and entered at 9.40am.

Cr. Flynn declared a 'Conflict of Interest' in Items pertaining to the Roma Airport due to his personal business operations out of the Roma Airport and took no further part in discussions on the matters, leaving the Chamber during discussions.

At cessation of discussions on the abovementioned item, Cr. Flynn entered the Chamber at 9.50am.

Cr. Flynn left the Chamber at 10.03am, and entered at 10.04am.

Cr. O'Neil left the Chamber at 10.20am, and entered at 10.22am.

Cr. Flynn left the Chamber at 10.23am, and entered at 10.24am.

SUBJECT HEADING: SUSPENSION OF STANDING ORDERS
COUNCIL ADJOURNED THE MEETING FOR MORNING TEA AT 10.24AM.

SUBJECT HEADING: RESUMPTION OF STANDING ORDERS
COUNCIL RESUMED THE MEETING AT 10.53AM.

Cr. Wason declared a 'Conflict of Interest' in Item LC.1 – Business Activity Report – Quarry, due to him owning the parcel of land on which Mt Saltbush Quarry is sited, the operation of which sees him entitled to payment of royalties (funds) for material extracted from the site. Cr. Wason left the Chamber at 11.25am, taking no further part in discussions on the matter.

At cessation of discussion on the abovementioned item, Cr. Wason entered the Chamber at 11.28am.

Cr. Flynn declared a 'Conflict of Interest' in Item LC.6 – Roma Airport – Full and Alternative Terminal Layouts and Estimates, due to his personal business operations out of the Roma Airport, and left the Chamber at 11.37am, taking no further part in discussions on the matter.

At cessation of discussion on the abovementioned item, Cr. Flynn entered the Chamber at 11.38am.

Councillors Wason & Price declared a perceived 'Conflict of Interest' in Item LC.9 – Santos GLNG Service Level Agreements SLA 1, 3 & 4, due to them receiving financial compensation from Santos GLNG activities carried out on parcels of land owned by each of them. Councillors Wason & Price left the Chamber at 11.48am, taking no further part in discussions on the matter.

At cessation of discussions on the abovementioned item, Councillors Wason & Price entered the Chamber at 11.52am.

Resolution No. GM/07.2015/57

Moved Cr O'Neil

Seconded Cr Newman

That Council open the meeting to the public at 11.53am.

CARRIED

9/0

SUBJECT HEADING: SUSPENSION OF STANDING ORDERS
COUNCIL ADJOURNED THE MEETING FOR A BRIEF RECESS AT 11.53AM.

SUBJECT HEADING: RESUMPTION OF STANDING ORDERS
COUNCIL RESUMED THE MEETING AT 12.05PM.

Item Number:

C.1

File Number: D15/57088

SUBJECT HEADING:

INTERNAL AUDIT SERVICES

Author and Officer's Title:

Christina Tincknell, Coordinator – Corporate, Community & Commercial Services

Executive Summary:

The report recommended that Council give consideration to extending the appointment of Condon Treasure Certified Practising Accountants, to provide specialist advisory services in a modified Internal Audit role until 31 December, 2015.

Under normal circumstances Council would be required to invite tenders from suitable and appropriately qualified suppliers. Section 235 (Other exceptions) of the Local Government Regulation 2012 allows a local government to enter into medium-sized or large sized contractual arrangements without first inviting written quotes or tenders if the local government resolves it is satisfied that there is only 1 supplier who is reasonably available.

Section 105 of the Local Government Act 2009 also requires that each local government must establish an efficient and effective internal audit function.

Resolution No. GM/07.2015/58	
Moved Cr O'Neil	Seconded Cr Scheffe
That Council:	
<ol style="list-style-type: none"> 1. In accordance with Section 235 of the Local Government Regulation 2012, is satisfied that there is only one supplier who is reasonably available with the requisite knowledge of Council's internal audit history to provide services during the transition period to Council's new processes. 2. Approve extending the appointment of Condon Treasure Certified Practising Accountants to provide specialist advisory services in a modified Internal Audit role for a further period until 31 December, 2015. 	
CARRIED	9/0

Responsible Officer	Coordinator – Corporate, Community & Commercial Services
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Item Number: C.2 **File Number:** D15/57476

SUBJECT HEADING: REQUEST FOR AMENDED PAYMENT ARRANGEMENT FOR NATURAL GAS ACCOUNTS

Author and Officer's Title: Debbie Gelhaar, Coordinator - Debtors

Executive Summary:

The applicant requested that Council consider reducing their weekly payment instalments from \$1,000 per week to \$500 per week. The timeframe the applicants proposed to have their Natural Gas paid extends beyond the timeframe that is adopted in Council's Miscellaneous Debt Recovery Policy.

Resolution No. GM/07.2015/59	
Moved Cr O'Neil	Seconded Cr Price
That Council not grant the reduction in weekly instalments, as the instalments will not reduce the balance due, giving consideration also to the current and estimated future Natural Gas usage at the business premises.	
CARRIED	9/0

Responsible Officer	Coordinator - Debtors
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Item Number: C.3 **File Number:** D15/58635

SUBJECT HEADING: REQUEST FOR WAIVER OF NATURAL GAS ACCOUNT

Author and Officer's Title: Debbie Gelhaar, Coordinator - Debtors

Executive Summary:

The applicant's power of attorney requested that Council waive the balance of the Natural Gas account due to the applicant's ill health and medical expenses.

Resolution No. GM/07.2015/60	
Moved Cr Price	Seconded Cr Scheffe
That Council not grant the waiver of fees, and encourage the applicant to apply for financial assistance with an external party.	
CARRIED	9/0

Responsible Officer	Coordinator - Debtors
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Cr. Flynn declared a 'Conflict of Interest' in Items pertaining to the Roma Airport due to his personal business operations out of the Roma Airport and took no further part in discussions on the matters, leaving the Chamber during discussions.

Item Number: C.4 **File Number:** D15/58625

SUBJECT HEADING: MONTHLY BUSINESS UNIT REPORT - AIRPORT - JUNE 2015

Executive Summary:

The report provided a summary of the performance of Council's Airports (Roma, Injune, Surat & Mitchell) over the past month and year to date. The information in this report reviews the month's activities, provides an overview of financial performance, and brings to Council's attention any emerging issues.

Resolution No. GM/07.2015/61	
Moved Cr Denton	Seconded Cr Wason
That Council receive and note the Officer's report as presented.	
CARRIED	9/0

Responsible Officer	Manager - Airports (Roma, Injune, Surat & Mitchell)
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Item Number: C.5 **File Number:** D15/59241

SUBJECT HEADING: TOLL REMOTE LOGISTICS ROMA AIRPORT SECURITY SCREENING CONTRACT

Author and Officer's Title: Ben Jones, Manager - Airports (Roma, Injune, Surat & Mitchell)

Executive Summary:

The current contract for the Roma Airport Security Screening services ends on 31 January 2016. As a condition of the contract Council is required to give the current provider, Toll Remote Logistics six months' notice of the option to extend the contract for a further 12 month period.

Resolution No. GM/07.2015/62	
Moved Cr O'Neil	Seconded Cr Scheffe
That Council seek tender submissions to conduct Aviation security screening at the Roma Airport.	
CARRIED	9/0

Responsible Officer	Manager - Airports (Roma, Injune, Surat & Mitchell)
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At cessation of discussion and debate on the Airport items, Cr. Flynn entered the Chamber.

Item Number: C.8 **File Number:** D15/59552

SUBJECT HEADING: USE OF COUNCIL LAND FOR GRAZING - YULEBA

Author and Officer's Title: Tanya Mansfield, Manager - Facilities (Land, Buildings & Structures)

Executive Summary:

At its General Meeting held on 27 May 2015, upon receipt of an Expression of Interest, Council resolved to advertise the opportunity to graze stock on Council owned land described as Lot 26, 27, 28 and 29 on Y22124 located in Yuleba.

No additional Expressions of Interest were received.

Resolution No. GM/07.2015/63	
Moved Cr Chambers	Seconded Cr Price
That Council accept the original Expression of Interest received from Samantha Sladden to graze one horse on land described as Lot 26, 27, 28 and 29 on Y22124 situated in Yuleba on the following conditions:	
<ol style="list-style-type: none"> 1. The grazing activity must not increase the risk of erosion or scouring of the land. 2. Stock proof boundary fencing must be installed and maintained for the term of the agreement. Fencing must be to the satisfaction of Council's Coordinator - Environmental Health. 3. The applicant must implement suitable control to manage and or eliminate pest plants. 4. The applicant must have a \$10 million Public Liability insurance cover, for the use of Council land indemnifying local government. 	

5. The successful applicant must provide a suitable supply of water including trough and all infrastructure and ensure adequate supplies of fresh water is available at all times.

CARRIED

9/0

Responsible Officer

Manager - Facilities (Land, Buildings & Structures)

Item Number:

C.9

File Number: D15/59974

SUBJECT HEADING:

GRAZING BASSETT LANE ROMA

Author and Officer's Title:

Tanya Mansfield, Manager - Facilities (Land, Buildings & Structures)

Executive Summary:

At its General Meeting held on 25 February 2015, Council agreed to enter a formal short-term agreement to graze horses on Council owned land being Lot 2 on SP212826, Bassett Lane, Roma, until 30 June 2015.

As this agreement has now expired, Expressions of Interest have been publicly advertised, and Council was asked to consider the received Expressions of Interest.

Resolution No. GM/07.2015/64

Moved Cr Wason

Seconded Cr O'Neil

That Council:

1. Decline all offers received to graze horses on Council owned land being Lot 2 on SP212826, Bassett Lane Roma.
2. Identify other Council land suitable for grazing horses within the Roma district and publicly invite Expressions of Interest from parties interested in entering a short term agreement to use the land.
3. Automatically include the current Expressions of Interest when identifying other Council land within the Roma district suitable for grazing horses.

CARRIED

9/0

Responsible Officer

Manager - Facilities (Land, Buildings & Structures)

Item Number:

C.10

File Number: D15/60012

SUBJECT HEADING:

REQUEST TO PURCHASE LAND FOR PARKLAND

Author and Officer's Title:

Tanya Mansfield, Manager - Facilities (Land, Buildings & Structures)

Executive Summary:

Council received correspondence from the Amby Progress Association seeking a partnership to purchase land in Amby to create additional community parkland.

Council was asked to consider the request.

Resolution No. GM/07.2015/65

Moved Cr Chambers

Seconded Cr Denton

That Council:

1. Advise the Amby Progress Association it is supportive in-principle of the proposal to purchase identified land in Amby to increase community outdoor space.
2. Further investigate the proposal and obtain a valuation for the parcel of land, with the outcome of these investigations to be again presented for Council's further consideration.

CARRIED

7/2

Responsible Officer	Manager - Facilities (Land, Buildings & Structures)
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Item Number:

C.11

File Number: D15/60209

SUBJECT HEADING:

TENDER NO. 15028 - MCPHIE STREET HOUSES & STRUCTURES

Author and Officer's Title:

Tanya Mansfield, Manager - Facilities (Land, Buildings & Structures)

Executive Summary:

Council invited tenders to purchase for removal the houses and on-site removable structures located at 7 and 8 McPhie Street Roma. Tenders closed on 7 July 2015. At the closing time for tenders, two (2) tenders were received for 8 McPhie Street, and one (1) tender for 7 McPhie Street. Council was asked to consider the tenders.

Resolution No. GM/07.2015/66

Moved Cr Flynn

Seconded Cr Wason

That Council accept the tender from Roger Arden and Heather McGrath to purchase the house located at 8 McPhie Street Roma for the tendered price of \$16,777 (Excluding GST).

CARRIED

9/0

Responsible Officer	Manager - Facilities (Land, Buildings & Structures)
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Resolution No. GM/07.2015/67

Moved Cr Flynn

Seconded Cr Wason

That Council decline the offer to purchase the house located at 7 McPhie Street Roma, and list the house for sale for removal with Council's Preferred Real Estate Agent for the listing price of \$10,000.

CARRIED

5/4

Responsible Officer	Manager - Facilities (Land, Buildings & Structures)
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Item Number: C.12 **File Number:** D15/59896
SUBJECT HEADING: USE OF COUNCIL OWNED LAND - MITCHELL
Author and Officer's Title: Tanya Mansfield, Manager - Facilities (Land, Buildings & Structures)

Executive Summary:

Council received correspondence from a party interested in securing a formal agreement with Council in regard to Lot 120 on DL412 to graze stock. This land is a reserve allocated for the purpose of sewerage treatment and farm.

Resolution No. GM/07.2015/68

Moved Cr O'Neil

Seconded Cr Scheffe

That Council accept the Expression of Interest received from Kieran Gorry to graze horses on land described as Lot 120 on DL412 situated in Mitchell subject to the following conditions:

1. The grazing activity must not increase the risk of erosion or scouring of the land.
2. Stock proof boundary fencing must be maintained for the term of the agreement. Fencing must be to the satisfaction of Council's Coordinator - Environmental Health.
3. The applicant must implement suitable control to manage and or eliminate pest plants.
4. The applicant must have a \$10 million Public Liability insurance cover, for the use of Council land indemnifying local government.
5. The successful applicant must provide a suitable supply of water including trough and all infrastructure and ensure adequate supplies of fresh water are available at all times.
6. The applicant pays Council agistment fees of \$3.75 per horse per week.

CARRIED

9/0

Responsible Officer	Manager - Facilities (Land, Buildings & Structures)
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Item Number: C.13 **File Number:** D15/59584
SUBJECT HEADING: FEE WAIVER - HIBERNIAN HALL
Author and Officer's Title: Madonna Mole, Specialist - Lease Management & User Facility Agreements

Executive Summary:

Council was asked to consider a request received from Wot's On Gymnastic Fun & Fitness, a regular user of the Hibernian Hall, seeking a waiver of part of their hire fee.

Resolution No. GM/07.2015/69

Moved Cr O'Neil

Seconded Cr Price

That Council:

1. Not agree to the request for a waiver of fees of \$160.

2. Advise the User to notify Council's Specialist – Lease Management, and User Facility Agreements if equipment is not being stored in the Council approved storage area.

CARRIED

9/0

Responsible Officer

Specialist - Lease Management & User Facility Agreements

Item Number:

C.14

File Number: D15/59690

SUBJECT HEADING:

REQUEST FOR REGIONAL DOMESTIC WATER SERVICE

Author and Officer's Title:

Benjamin (Ben) Godford, Coordinator - Water, Sewerage & Gas Projects, Compliance & Laboratory

Executive Summary:

The applicant has requested a Regional Domestic Water Service to their property. The property is adjacent to an existing main, but is not within the Regional Domestic Water Service Area.

At the General Meeting on 13 May 2015 (Resolution GM/05.2015.45) Council allowed a connection to be undertaken, given the proximity of an existing rural water main.

Resolution No. GM/07.2015/70

Moved Cr Wason

Seconded Cr Denton

That Council approve for a domestic water service to be connected to the identified property, with the full connection and water meter installation costs to be undertaken at no cost to Council.

CARRIED

8/1

Responsible Officer

Coordinator - Water, Sewerage & Gas Projects, Compliance & Laboratory

Item Number:

C.15

File Number: D15/59830

SUBJECT HEADING:

ORGANISATIONAL STRUCTURE – ROADS, DRAINAGE & PARKS DEPARTMENT

Author and Officer's Title:

Evan Woods, Manager - Roads, Drainage & Parks

Executive Summary:

The report presented the updated Organisational Structure for the Roads, Drainage & Parks department, as a follow up to the initial structure presented to Council at its General Meeting on 22 June 2015.

Resolution No. GM/07.2015/71

Moved Cr Chambers

Seconded Cr Price

That Council:

1. Approve the updated Organisational Structure for the Roads, Drainage & Parks department with the following amendments:

- **As requested by Council previously, consistently list all applicable town names in the 'Town & Surrounds' Team Leader & Team titles**

<ul style="list-style-type: none"> ▪ Town & Surrounds (Roma/Muckadilla) ▪ Town & Surrounds (Mitchell/Amby/Mungallala) ▪ Town & Surrounds (Injune) ▪ Town & Surrounds (Surat) ▪ Town & Surrounds (Yuleba/Wallumbilla/Jackson) <ul style="list-style-type: none"> - Consistent use of the title 'Team Leader' rather than 'Supervisor' to better reflect the requirements of the positions. - Consistent use of the term 'Team' rather than 'Crew' in support of fostering a team based culture. <p>2. Authorise the Chief Executive Officer, in consultation with the Director Infrastructure Services, to approve operational adjustments during the implementation phase, with the final recommendations to be brought back to Council for formal resolution.</p>	9/0
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Responsible Officer	Manager - Roads, Drainage & Parks
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Item Number: C.16 **File Number:** D15/59518

SUBJECT HEADING: MINOR AMENDMENTS TO ORGANISATIONAL STRUCTURE

Author and Officer's Title: Erin Tompkins, Associate to the CEO & Mayor

Executive Summary:

The report sought Council's approval for minor changes to the organisational structure in the area of Community Safety.

Resolution No. GM/07.2015/72	
Moved Cr Price	Seconded Cr Flynn
That Council approve the following amendments to the organisational structure:	
<ol style="list-style-type: none"> 1. Retitle the position of Senior Community Safety to Community Safety/Case Officer to better reflect the requirements of the position. 2. Change the reporting line of the other Community Safety Officers (5 positions) from reporting to the Senior Community Safety Officer (Community Safety / Case Officer) to the Coordinator – Community Safety, to streamline the structure and management of the team. 	
CARRIED	9/0

Responsible Officer	Associate to the CEO & Mayor
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LATE CONFIDENTIAL ITEMS

Cr. Wason declared a 'Conflict of Interest' in the following item, due to him owning the parcel of land on which Mt Saltbush Quarry is sited, the operation of which sees him entitled to payment of royalties (funds) for material extracted from the site. Cr. Wason left the Chamber at 12.24pm, taking no further part in discussion or debate on the matter.

Item Number: LC.1 **File Number:** D15/60267
SUBJECT HEADING: BUSINESS ACTIVITY REPORT - QUARRY

Executive Summary:

This Monthly Report is presented to Council to provide a summary of the performance of Council's Quarry over the past month and year to date. The information in this report aims to review the month's activities, give an overview of financial performance and bring to Council's attention any emerging issues.

Resolution No. GM/07.2015/73
Moved Cr Flynn
Seconded Cr Scheffe
That Council receive and note the Officer's report for the month of June 2015 as presented.

CARRIED

8/0

Responsible Officer
Support Officer - Corporate & Commercial Services

At cessation of discussion and debate on the abovementioned item, Cr. Wason entered the Chamber at 12.25pm.

Item Number: LC.2 **File Number:** D15/60181

SUBJECT HEADING: QR CODE – JOINT PROMOTIONAL CAMPAIGN

Author and Officer's Title: Jane Frith, Coordinator - Corporate Communications

Executive Summary:

Maranoa Regional Council has been approached by Commerce Roma to be involved in a joint-campaign to promote their 'Shop Local, Invest Local' initiative, the Maranoa Food & Fire Festival, and the My Maranoa App.

Resolution No. GM/07.2015/74
Moved Cr Price
Seconded Cr O'Neil
That Council:

1. Fund development of QR Codes for the campaign, tile on the My Maranoa App and design of promotional material included in the app developer's design package (if required), estimated at \$900.
2. Provide in-kind assistance to promote the campaign using Council's current communication methods.

CARRIED

9/0

Responsible Officer
Coordinator - Corporate Communications

Item Number: LC.3 **File Number:** D15/59002

SUBJECT HEADING: REQUEST FOR REMISSION OF CHARGES - STRAYING STOCK (WALLUMBILLA NORTH ROAD)

Author and Officer's Title: Kent Morris, (Acting) Coordinator - Environmental Health

Executive Summary:

Council received a request from a landholder in the Wallumbilla area, for remission of charges that recover callout costs associated with straying stock on the Wallumbilla North Road.

Resolution No. GM/07.2015/75	
Moved Cr Chambers	Seconded Cr Scheffe
That Council decline the request for the remission of charges for the general callout fee.	
CARRIED	9/0

Responsible Officer	(Acting) Coordinator - Environmental Health
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Item Number: LC.4 **File Number:** D15/60360

SUBJECT HEADING: REQUEST FOR REMISSION OF CHARGES - STRAYING STOCK (PICKANJINNIE ROAD)

Author and Officer's Title: Kent Morris, (Acting) Coordinator - Environmental Health

Executive Summary:

Council has received a request from a landholder in the Wallumbilla area, for remission of charges that recover callout costs associated with straying stock on Pickanjinie Road.

Resolution No. GM/07.2015/76	
Moved Cr Newman	Seconded Cr Chambers
That Council:	
<ol style="list-style-type: none"> 1. Credit the individual incorrectly invoiced for the charges associated with a general call out. 2. Decline the request received from the applicant for remission of charges, and in confirmation invoice the stock owner for all associated call out charges. 	
CARRIED	9/0

Responsible Officer	(Acting) Coordinator - Environmental Health
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Item Number: LC.5 **File Number:** D15/60254

SUBJECT HEADING: DARLING DOWNS & SOUTH WEST PLANNERS FORUM

Author and Officer's Title: Danielle Pearn, Manager - Planning & Building Development

Executive Summary:

The 8th Darling Downs South West (DDSW) Planners Forum is to be held in Mitchell on 4 – 5 August 2015. As host of the event it has been requested by the Department of Infrastructure, Local Government and Planning (DILGP) that Council contribute to the forum by arranging and funding the evening social function.

Resolution No. GM/07.2015/77

Moved Cr Newman

Seconded Cr Denton

That Council approve the transfer of \$3,450 from Planning and Development GL Account 2011.2094.2001, to fund the hosting of the 8th Darling Downs and South West Planners Forum to be held at the Mitchell Bowls Club on 4 August 2015.

CARRIED

9/0

Responsible Officer

Manager - Planning & Building Development

Cr. Flynn declared a 'Conflict of Interest' in the following item, due to his personal business operations out of the Roma Airport, and left the Chamber at 12.29pm, taking no further part in discussion or debate on the matter.

Item Number: LC.6 **File Number:** D15/59924

SUBJECT HEADING: ROMA AIRPORT - FULL AND ALTERNATIVE TERMINAL LAYOUTS AND ESTIMATES

Author and Officer's Title: Ben Jones, Manager - Airports (Roma, Injune, Surat & Mitchell)

Executive Summary:

The original airport expansion was designed prior to the unprecedented growth in passenger numbers (which in recent history exceeded 300,000 in a year). The challenge has been reviewing the subsequent expansion scope in line with the airport master plan which is linked to passenger forecasts.

Alternative terminal expansion designs have been investigated and an estimate sought for Council's further consideration of design selection.

Resolution No. GM/07.2015/78

Moved Cr O'Neil

Seconded Cr Denton

That the matter lay on the table for further consideration at the next General Meeting on 12 August 2015.

CARRIED

8/0

Responsible Officer

Manager - Airports (Roma, Injune, Surat & Mitchell)

At cessation of discussion and debate on the abovementioned item, Cr. Flynn entered the Chamber at 12.30pm.

Item Number: L.7 **File Number:** D15/60808

SUBJECT HEADING: MY MARANOA FOCUS GROUP

Author and Officer's Title: Noela Ward, Manager - Organisational Development

Executive Summary:

My Maranoa website is being developed as a comprehensive source of information and online services for the Maranoa region's businesses, residents and visitors.

To ensure consistency of information and minimise duplication of data entry and maintenance, My Maranoa website will integrate with Council's My Maranoa App and Council's intranet. It was proposed that a Focus Group be formed to provide community input into the development and direction of the My Maranoa website and app.

Resolution No. GM/07.2015/79

Moved Cr Flynn

Seconded Cr O'Neil

That Council:

1. Approve the formation of the My Maranoa Focus Group.
2. Approve the Terms of Reference for the My Maranoa Focus Group, incorporating the additional groups raised under point 3 as member representative/stakeholder groups.
3. Invite representation from the following groups, in addition to those recommended in the officer's report:
 - Amby Progress Association
 - Muckadilla Progress Association
 - Mungallala Progress Association
4. Approve the draft letter of invitation.
5. Nominate Cr. Price (committee chair), Cr. Newman and Cr. Chambers as elected member representatives on the focus group.

CARRIED

9/0

Responsible Officer

Manager - Organisational Development

Item Number: LC.8 **File Number:** D15/61283

SUBJECT HEADING: MINOR AMENDMENTS TO 2015/16 ROADS, DRAINAGE & PARKS CAPITAL WORKS PROGRAM

Author and Officer's Title: Evan Woods, Manager - Roads, Drainage & Parks

Executive Summary:

Through detailed design and planning for a number of capital works projects approved for Surat, it has been identified that project scope changes were required to meet the approved budget allocations and residents' wishes. The following recommendations were proposed for Council's consideration:

- Alice Street – Original scope cannot be achieved within available budget due to service location challenges (defer project and re-allocate funds)

- *William Street* – Residents have requested that kerb and channel not be installed, as the residents maintain the footpath and road verge to a high standard. (defer project and re-allocate funds)

Resolution No. GM/07.2015/80			
Moved Cr Price		Seconded Cr Newman	
That Council resolve to reallocate funds within the 2015/16 Capital Works Program as shown below:			
Project	Works Order	Budget	Proposed Revised Budget
Alice Street, Surat	15082	\$ 35,000	Reallocated
William Street, Surat	15080	\$ 39,000	Reallocated
Ivan Street, Surat	15079	\$ 62,000	\$ 62,000
Robert Street, Surat	15081	\$ 40,000	\$ 114,000
Sub Total		\$ 176,000	\$ 176,000
CARRIED			9/0

Responsible Officer	Manager - Roads, Drainage & Parks
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Councillors Wason and Price declared a perceived 'Conflict of Interest' in the following item, due to them receiving financial compensation from Santos GLNG activities carried out on parcels of land owned by each of them. Councillors Wason & Price left the Chamber at 12.34pm, taking no further part in discussions or debate on the matter.

Item Number: LC.9 **File Number:** D15/61163

SUBJECT HEADING: SANTOS GLNG SERVICE LEVEL AGREEMENTS (SLA) - SLA 1, 3 & 4

Author and Officer's Title: Peter Weallans, Specialist - Energy Sector Contracts

Executive Summary:

The report sought to obtain:

- *Formal authorisation from Council for the Mayor and CEO to sign, on behalf of Council, the Santos GLNG Service Level Agreements SLA 3 and SLA 4 for the upgrade and maintenance of Council's Santos GLNG impacted roads.*
- *Council approval for a variation to SLA 1 to allow those funds to be incorporated in SLA 3.*

Resolution No. GM/07.2015/81	
Moved Cr O'Neil	Seconded Cr Schefe
That Council:	
<ol style="list-style-type: none"> 1. Authorise the Mayor and Chief Executive Officer to sign on Council's behalf the GLNG Service Level Agreement 3 & 4 conditional on the final amendments being satisfactory to the Mayor and Chief Executive Officer. 	

2. Approve the Variation to Service Level Agreement 1 (To allow transfer of the funds to Service Level Agreement 3) as shown in the table below:

Road Name	Original SLA 1 Funding Package	Amended SLA 1 Funding Package	Reason for the Amendment
Fairview Road ch. 5.1km – 30.5km	\$34,716,150	\$27,906,737	To partially fund in SLA 3 the upgrade of Injune Taroom Road ch. 23.46km – 37.5km
Arcadia Valley Road	\$3,216,457	\$1,806,567	To partially fund in SLA 3 the rehabilitation of Beverley Road, Emerys Road and Mt. Hope Road

CARRIED

7/0

Responsible Officer	Specialist - Energy Sector Contracts
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At cessation of discussion and debate on the abovementioned item, Councillors Wason and Price entered the Chamber at 12.35pm.

Item Number: C.6 **File Number:** D15/54087

SUBJECT HEADING: TENDER 15023 - DENISE SPENCER SWIMMING POOL ROMA MANAGEMENT AGREEMENT

Author and Officer's Title: Tanya Mansfield, Manager - Facilities (Land, Buildings & Structures)

Executive Summary:

Council invited tenders to manage the Denise Spencer Swimming Pool. Tenders closed on 16 June 2015, and Council was asked to consider the tenders received.

Resolution No. GM/07.2015/82

Moved Cr Flynn

Seconded Cr Newman

That Council:

1. Accept the tender received from Stacey Ann Robertson for management of the Denise Spencer Pool Roma for the sum of \$108,496 (GST inclusive) per annum, commencing 1 September 2015 for a period of three years, with the option for Council and the contractor to mutually agree to extend the contract for a further three years.
2. Monitor the operations and maintenance budget of the Roma Swimming Pool during the first quarter and table any proposed amendments for consideration at a Quarterly Review if required.

CARRIED

9/0

Responsible Officer	Manager - Facilities (Land, Buildings & Structures)
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Item Number: C.7 **File Number:** D15/59339
SUBJECT HEADING: SALE OF INDUSTRIAL LAND – MITCHELL - LOTS 43 - 53 ON M15119
Author and Officer's Title: Tanya Mansfield, Manager - Facilities (Land, Buildings & Structures)

Executive Summary:

At its General Meeting held on 10 December 2014, Council resolved to sell industrial land in Mitchell. The successful tenderer has requested an extension of settlement terms. Council is asked to consider the request.

Resolution No. GM/07.2015/83	
Moved Cr Chambers	Seconded Cr Price
That:	
<ol style="list-style-type: none"> 1. Council approve in-principle the extension of the settlement date on the sale of Lots 43 – 53 on M15119 being industrial land located in Mitchell until 30 September 2015, subject to item 2 occurring. 2. The Chief Executive Officer investigate whether a contract clause can be included to provide a prerequisite to the extension, and include Council's requested clause if in line with the advice received. 	
CARRIED	9/0

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

There being no further business, the Mayor thanked Council for their attendance and declared the meeting closed at 12.41pm.

These Minutes are to be confirmed at the next General Meeting of Council to be held on 12 August 2015, at Roma Administration Centre.

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 Mayor.

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 Date.