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**MINUTES OF THE GENERAL MEETING OF MARANOA REGIONAL COUNCIL HELD AT ROMA ADMINISTRATION CENTRE ON 14 OCTOBER 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 Elizabeth Elmes Minutes Officer in attendance.

**AS REQUIRED**

Director Infrastructure Services – Cameron Castles, Director Development, Facilities & Environmental Services – Rob Hayward, Manager Strategic Human Resource Management – Donald Wells, Manager Enterprise Risk, Quality, Safety & Environment – Cameron Hoffmann, Manager Infrastructure Contracts – Dylan Hesselberg, Manager Planning & Building Development – Danielle Pearn, Manager Water, Sewerage & Gas – Troy Pettiford, Manager Administration & Information Services – Dale Waldron, Manager Strategic Project Planning & Asset Management – Kym Downey, Manager Facilities – Tanya Mansfield, Manager Economic & Community Development – Edward Sims, Manager Customer & Community Services – Julie Neil, Manager Environmental Health & Waste – Kay Crosby, Coordinator Corporate, Community & Commercial Services Support – Christina Tincknell, Coordinator Libraries, Arts & Culture - Michelle Blair, Coordinator Debtors – Debbie Gelhaar, Coordinator Rates – Dana Harrison, Engineer Infrastructure Contracts – Paul Cummins.

**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/10.2015/01**

**Moved Cr Denton**

**Seconded Cr Newman**

**That the minutes of the General Meeting held on 23 September 2015 (12-23.09.15) be confirmed.**

CARRIED

9/0

**Resolution No. GM/10.2015/02**

**Moved Cr Denton**

**Seconded Cr Newman**

**That the minutes of the Special Meeting held on 24 September 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

### OFFICE OF THE CEO

**Item Number:** 10.1 **File Number:** D15/74522

**SUBJECT HEADING:** REQUEST FOR CAPITAL UPGRADE - WYNDHAM STREET ROMA FOOTPATH (SOUTHERN BOUNDARY OF COUNCIL CARPARK TO ROMA POST OFFICE)

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

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

*Council received a request to upgrade the footpath along Wyndham Street, Roma from the southern boundary of Council's carpark to the Roma Post Office.*

|  |                           |
|--|---------------------------|
| <b>Resolution No. GM/10.2015/03</b>  |                           |
| <b>Moved Cr Wason</b>  | <b>Seconded Cr O'Neil</b> |
| <b>That this request be included for consideration in future budget deliberations, secondary to Council's ten (10) year capital works plans.</b> |                           |
| CARRIED  | 9/0                       |

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| <b>Responsible Officer</b> | <b>Engineer - Asset &amp; Service Planning</b> |
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**Item Number:** 10.2 **File Number:** D15/74612

**SUBJECT HEADING:** REQUEST FOR CAPITAL UPGRADE - PIGGERY ROAD, MITCHELL

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

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

*Council received two separate requests from residents for bitumen sealing of Piggery Road, Mitchell.*

**Resolution No. GM/10.2015/04**
**Moved Cr Price**
**Seconded Cr Schefe**

That this request, considering both options of sealed and unsealed upgrades, be included in future budget deliberations, secondary to Council's ten (10) year capital works plans. Further that maintenance works associated with side drains be completed as per Council's current maintenance schedule.

CARRIED

9/0

**Responsible Officer**
**Engineer - Asset & Service Planning**
**Item Number:**
**10.3**
**File Number: D15/81366**
**SUBJECT HEADING:**
**CHRISTMAS & NEW YEAR PERIOD 2015: CHRISTMAS CLOSURE AND ANNUAL CHRISTMAS SHUT DOWN**
**Author and Officer's Title:**
**Donald Wells, Manager - Strategic Human Resource Management**
***Executive Summary:***

*As a work-life balance initiative for the period between Christmas and New Year, Elected Members have previously resolved to close Maranoa Regional Council's Administration Offices, Customer Service Centres, Libraries, and other sections. The Christmas Closure excludes essential services such as Yuleba Service Centre (Postal Services), Waste Management Facilities, Community Safety and Land Management (Stock-routes) that remain operational.*

*Also as a work-life balance initiative, Elected Members have previously resolved to approve an Annual Christmas Shut Down for a period of three weeks for a large part of the Infrastructure Services directorate. Excluded are essential services such as the Roma Airport, Town & Surrounds and Skeleton Crews from Rural Roads Maintenance and Water, Sewerage & Gas.*

*The commencement timing for Christmas Closure and the Annual Christmas Shut Down is generally determined by the Christmas and New Year Public Holidays' days and dates.*

**Resolution No. GM/10.2015/05**
**Moved Cr O'Neil**
**Seconded Cr Price**
**That Council:**

- 1. Endorse the use of minimal staff from Monday 21 December 2015 to Wednesday 23 December 2015, with a closure of Customer Service Centres excluding the Roma Customer Service Centre and Yuleba Services Centre.**
- 2. Close administration offices, libraries and non-essential Community Services, from close of business Wednesday, 23 December 2015 to Friday, 1 January 2016 inclusive, with a resumption of normal Council functions on Monday, 4 January 2016.**
- 3. Endorse the Annual Christmas Shut Down of the Infrastructure Services directorate (excluding skeleton staff for call outs and Town and Surrounds) from Monday, 21 December 2015 to Friday, 8 January 2016 inclusive, with a resumption of normal Infrastructure Services functions on Monday, 11 January 2016.**
- 4. Authorise the Chief Executive Officer to communicate the Christmas Closure and Annual Christmas Shut Down to Council employees and ratepayers, customers, clients and the general public.**

CARRIED

9/0

**Responsible Officer**
**Manager - Strategic Human Resource Management**

**Item Number:** 10.4 **File Number:** D15/82067

**SUBJECT HEADING:** WITHDRAWAL OF QUAD AND OTHER SIT ASTRIDE MOTORBIKES FROM COUNCIL OPERATIONS

**Author and Officer's Title:** Cameron Hoffmann, Manager - Enterprise Risk/Quality/Safety/Environment

**Executive Summary:**

*Although adaptable, low cost and easy to operate, quad and other sit astride motorbikes can be difficult to administer and deadly when used incorrectly. As a person conducting a business or undertaking (PCBU), an assessment of the risks associated with quad and other sit astride motorbikes' use has been undertaken and recommendations made based on ensuring the health and safety of employees while at work.*

**Resolution No. GM/10.2015/06**

**Moved Cr Flynn**

**Seconded Cr Scheffe**

**That Council:**

1. Immediately withdraw from service, all quad bikes and other sit-astride motorbikes from Council operations - side-by-side All-Terrain Vehicles (ATV's) to be used as a "safer" alternative due to their enhanced stability and roll over protection.
2. Adopt the Minimum Statement of Requirements for side-by-side ATVs developed by the Queensland Government as part of Standing Order SO-Q-OM-3.49.
3. Use the Minimum Statement of Requirements for side-by-side ATVs for upgrading the current fleet and informing future procurement specifications for the purchase of side-by-side ATVs.
4. Receive a report back if any unexpected consequences are identified for Council contractors from the implementation of this new policy position.

CARRIED

7/2

**Responsible Officer**

**Manager - Enterprise Risk/Quality/Safety/Environment**

**CORPORATE, COMMUNITY & COMMERCIAL SERVICES**

**Item Number:** 11.1 **File Number:** D15/79187

**SUBJECT HEADING:** ROMA SALEYARDS TRUCKWASH FEES

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

**Executive Summary:**

*This report sought Council's consideration of fees in Council's 2015/16 Schedule of Fees and Charges relating to the new Truckwash Facility at the Roma Saleyards.*

**Discussion:**

Council determined that the matter should lay on the table pending receipt of additional information.

**Action:**

**That the matter lay on the table for further discussion at a later point during the meeting, following receipt of additional information on the matter.**

**INFRASTRUCTURE SERVICES**

**Item Number:** 12.1 **File Number:** D15/81650

**SUBJECT HEADING:** WATER RESTRICTIONS POLICY

**Author and Officer's Title:** Benjamin (Ben) Godford, Coordinator - Water, Sewerage & Gas Projects, Compliance & Laboratory

**Executive Summary:**

*This year Council trialled altering water restrictions over winter. As a result of this trial, it was proposed that this practice be formalised in a Council policy to set a framework for future years.*

**Discussion:**

That the matter lay on the table to allow further discussion at a future Councillor Workshop. This will also ensure that, prior to formal consideration of the draft policy, Councillors receive further details about the need for water restrictions, including further information about approved allocations and current usage.

Council identified the need for clarification of the term 'summer months' (Nov, Dec, Jan, Feb) and 'winter months' and the background to the watering times. Councillors also foreshadowed their intentions to debate the draft policy to ensure that it is in the best interests of the community.

**Action:**

**That the matter be deferred to enable a further briefing to a future Councillor Workshop. This will allow time for additional information to be provided to Councillors, further discussion, and better informed debate on the draft policy on behalf of residents.**

**DEVELOPMENT, FACILITIES & ENVIRONMENTAL SERVICES**

**Item Number:** 13.1 **File Number:** D15/82331

**SUBJECT HEADING:** MARANOA LIBRARIES STRATEGIC PLAN 2015 -2020

**Author and Officer's Title:** Michelle Blair, (Acting) Coordinator - Libraries, Arts & Culture

**Executive Summary:**

*The Maranoa Libraries Strategic Plan 2015 – 2020 sets the course for service at our branch libraries for the next five (5) years. The plan was developed with staff over a two day workshop in consultation with the State Library of Queensland.*

*Council's library mission is to provide relevant services and programs that develop and support individual and community lifelong learning, wellbeing and social inclusion.*

**Resolution No. GM/10.2015/07**

**Moved Cr Newman**

**Seconded Cr Denton**

**That Council:**

- 1. Adopt the Maranoa Libraries Strategic Plan 2015 – 2020.**
- 2. Authorise the Chief Executive Officer to sign the strategic plan on behalf of Council.**

CARRIED

9/0

**Responsible Officer**

**(Acting) Coordinator - Libraries, Arts & Culture**

**Item Number:** 13.2 **File Number:** D15/82391

**SUBJECT HEADING:** CLOSURE OF LIBRARY SERVICES ON THURSDAY 3 DECEMBER 2015 FOR ALL STAFF TO ATTEND LIBRARIES' TEAM WORKSHOP

**Author and Officer's Title:** Michelle Blair, (Acting) Coordinator - Libraries, Arts & Culture

**Executive Summary:**

*The report requested closure of four library services within the Maranoa on Thursday, 3 December 2015 for all staff to attend a service delivery development workshop.*

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| <b>Resolution No. GM/10.2015/08</b>   |                           |
| <b>Moved Cr Flynn</b>   | <b>Seconded Cr O'Neil</b> |
| <b>That Council endorse the closure of the libraries in Roma, Injune, Mitchell and Surat for Thursday, 3 December 2015 to allow all staff to attend the staff workshop.</b> |                           |
| CARRIED   | 9/0                       |

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| <b>Responsible Officer</b> | <b>(Acting) Coordinator - Libraries, Arts &amp; Culture</b> |
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**COUNCILLOR BUSINESS**

**Item Number:** 22.1 **File Number:** D15/81191

**SUBJECT HEADING:** WILD DOG ADVISORY COMMITTEE RECOMMENDATIONS

**Author and Councillor's Title:** Cr. Jan Chambers

**Councillor's Recommendation:**

*That Council:*

1. *To meet budget allocations for the 2015/16 financial year for the coordinated baiting campaign, and in support of landholder contributions in the control of wild dogs:*
  - *Supply 20kg (rather than 40kg) of meat for the April 2016 baiting per registered rate payer;*
  - *Offer to pay landholders \$1.00 (GST Inc.) per kilogram to supply their own meat for the campaign;*
  - *Maintain distribution of the current amount of factory baits (48 baits per registered rate payer);*
  - *Require that the landholder confirm the amount of meat to be supplied through completion of the meat order form.*
  
2. *In the event that funds are made available for cluster fencing projects and/or research under the State Government Feral Animal Assistance Package – Phase 2, undertake cost benefit analysis studies in the Maranoa Region.*
  
3. *Include the following eligibility guidelines for the Golden Dogger Awards:*
  - *Nominees can only win one award class;*
  - *Nominees who do not have correct contact details on completed forms are not eligible under the program;*
  - *Winner/or representative must be present at a ceremony to receive the category award; and*
  - *The category award section for which the nominee is being put forward must be completed. Incomplete forms will be deemed ineligible.*

**Discussion:**

Councillors identified that there was an item in the confidential section of the agenda that may influence Council's consideration of one of the recommendations from the Advisory Committee.

**Action:**

**That the matter lay on the table for further discussion at a later point during the meeting, following consideration of the agenda report within the closed section of the meeting.**

**LATE ITEMS**

**Item Number:** L.1 **File Number:** D15/82237

**SUBJECT HEADING:** **REQUEST TO MINISTER FOR INFRASTRUCTURE, LOCAL GOVERNMENT AND PLANNING TO ALLOW PUBLIC NOTIFICATION OF THE DRAFT PLANNING SCHEME TO COMMENCE**

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

**Executive Summary:**

*A revision of the draft Maranoa Planning Scheme has been completed in consultation with Council and the responsible State department, the Department of Infrastructure, Local Government and Planning (DILGP).*

*The region currently regulates development through the implementation of five separate planning schemes. A single planning scheme will provide significant advantages for the administration of planning services for the region, offering increased consistency and clarity.*

*This report sought Council approval to refer the draft planning scheme to the Minister for Infrastructure, Local Government and Planning requesting a State interest review and the Minister's permission to proceed with public notification of the document.*

**Resolution No. GM/10.2015/09**

**Moved Cr Newman**

**Seconded Cr Chambers**

**That Council approve the submission of the draft Maranoa Planning Scheme and associated Communication Strategy to the Minister for Infrastructure, Local Government and Planning requesting a State interest review and approval to commence public notification of the planning scheme.**

CARRIED

9/0

**Responsible Officer**

**Manager - Planning & Building Development**

**Item Number:** L.2 **File Number:** D15/83250

**SUBJECT HEADING:** **REVIEW OF DECISION - BASSETT PARK AIR-CONDITIONING**

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

**Executive Summary:**

*The Roma Turf Club requested that Council reconsider the level of financial assistance offered towards the installation of evaporative air-conditioning in the Members' Bar at Bassett Park, Roma.*

*Council was asked to consider this request.*

**Resolution No. GM/10.2015/10**
**Moved Cr O'Neil**
**Seconded Cr Newman**
**That Council:**

1. **Contribute 50% of the cost of purchasing and installing evaporative air-conditioning to the upstairs bar at Bassett Park (to a maximum cost of \$15,000 including GST).**
2. **Transfer funds from WO 14099.2328.2001 being the Bassett Park Maintenance Budget.**
3. **Confirm its intent that this resolution supersede the fourth point in Resolution Number GM/09.2015/11 from Council's meeting of 23 September 2015.**

CARRIED

9/0

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

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:-

- (e) contracts proposed to be made by it;
- (c) the local government budget;
- (d) rating concessions;
- (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/10.2015/12**
**Moved Cr O'Neil**
**Seconded Cr Wason**
**That Council close the meeting to the public at 10.13am**

CARRIED

9/0

**SUBJECT HEADING: SUSPENSION OF STANDING ORDERS**  
 COUNCIL ADJOURNED THE MEETING FOR A BRIEF RECESS AT 10.13AM

**SUBJECT HEADING: RESUMPTION OF STANDING ORDERS**  
 COUNCIL RESUMED THE MEETING IN CLOSED ACCESS AT 10.17AM

Cr. O'Neil left the Chamber at 10.22am, and entered at 10.23am.

Cr. Wason declared a 'Conflict of Interest' in Item C.2 – Roma Quarry Monthly Financial Report, 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 10.23am, taking no further part in discussions on the matter.

At cessation of discussion on the abovementioned item, Cr. Wason entered the Chamber at 10.24am.

**SUBJECT HEADING: SUSPENSION OF STANDING ORDERS**  
 COUNCIL ADJOURNED THE MEETING FOR MORNING TEA AT 10.28AM



**SUBJECT HEADING: RESUMPTION OF STANDING ORDERS**  
COUNCIL RESUMED THE MEETING IN CLOSED SESSION AT 10.59AM

Cr. Wason declared a perceived 'Conflict of Interest' in item C.6 – Request to Proceed with Legal Action, due to family connections with the applicant. Cr. Wason left the Chamber at 11.01am, taking no further part in discussion on the matter.

At cessation of discussion on the abovementioned item, Cr. Wason entered the Chamber at 11.05am.

The Mayor left the Chamber at 11.44am, and entered at 11.45am.

Councillors Wason & Price declared a potential perceived 'Conflict of Interest' in item LC.5 Water Access and Supply Agreement – Roma Hub 2, as the other party to the agreement under consideration is Santos GLNG. Both Councillors receive financial compensation from Santos GLNG activities carried out on parcels of land owned by each of them. Councillors Wason & Price left the Chambers at 11.43am taking no further part in discussions on the matter.

At cessation of discussion on the abovementioned item, Cr. Wason & Price entered the Chamber at 11.45am.

**Resolution No. GM/10.2015/13**

**Moved Cr O'Neil**

**Seconded Cr Wason**

**That Council open the meeting to the public at 12.04pm**

CARRIED

9/0

**SUBJECT HEADING: SUSPENSION OF STANDING ORDERS**  
COUNCIL ADJOURNED THE MEETING FOR A BRIEF RECESS AT 12.05PM

**SUBJECT HEADING: RESUMPTION OF STANDING ORDERS**  
COUNCIL RESUMED THE MEETING IN CLOSED SESSION AT 12.15PM

Cr. Denton left the Chamber at 12.08pm, and returned for the remainder of the meeting at 1.16pm

**SUBJECT HEADING: SUSPENSION OF STANDING ORDERS**  
COUNCIL ADJOURNED THE MEETING FOR LUNCH AT 12.29PM

**SUBJECT HEADING: RESUMPTION OF STANDING ORDERS**  
COUNCIL RESUMED THE MEETING IN OPEN SESSION AT 1.16PM

Cr. O'Neil left the Chamber at 1.45pm, and entered at 1.49pm.

**Item Number:**

**C.1**

**File Number: D15/76770**

**SUBJECT HEADING:**

**COMPENSATION AND ACQUISITION AGREEMENT -  
LAMBING FLAT ROAD INTERSECTION UPGRADE**

**Author and Officer's Title:**

**Paul Cummins, Engineer**

***Executive Summary:***

*The report sought Council authorisation for the Chief Executive Officer to enter into a Compensation and Acquisition Agreement with a property owner on Lambing Flat Road in order to upgrade the intersection of Lambing Flat Road and Gullagimbi Road.*

**Resolution No. GM/10.2015/14**
**Moved Cr Chambers**
**Seconded Cr Scheffe**

**That Council authorise the Chief Executive Officer to enter into a Compensation and Acquisition Agreement with the property owner of Lot 12 on BWR82 and:**

- **Pay the current unimproved value of the land in compensation (\$9.31) upon execution of the Compensation and Acquisition Agreement; and**
- **Cover the property owner's reasonable legal fees.**

CARRIED

8/0

**Responsible Officer**
**Engineer**

Cr. Wason declared a 'Conflict of Interest' in the following item, due to him owning a 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 12.17pm, taking no further part in discussion or debate on the matter.

**Item Number:**
**C.2**
**File Number: D15/77523**
**SUBJECT HEADING:**
**ROMA QUARRY MONTHLY FINANCIAL REPORT**
**Author and Officer's Title:**
**Michael Chow, Specialist - Finance Systems Support**
**Executive Summary:**

*Following recommendations from the Queensland Treasury Corporation's post advisory analysis, a new reporting format has been developed to provide a summary of the performance of Council's Quarry over the past month and year to date.*

**Resolution No. GM/10.2015/15**
**Moved Cr Flynn**
**Seconded Cr O'Neil**

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

CARRIED

8/0

**Responsible Officer**
**Specialist - Finance Systems Support**

At cession of discussion and debate on the abovementioned item, Cr. Wason entered the Chamber at 12.18pm.

**Item Number:**
**C.3**
**File Number: D15/78891**
**SUBJECT HEADING:**
**REQUEST FOR DISCOUNT AFTER LATE PAYMENT OF RATES – RATE ASSESSMENT NUMBERS 14014518 & 14032478**
**Author and Officer's Title:**
**Dana Harrison, Coordinator - Rates**
**Executive Summary:**

*The applicant requested that Council consider granting the discount after rates were paid following the close of the discount period.*

**Resolution No. GM/10.2015/16**
**Moved Cr O'Neil**
**Seconded Cr Chambers**

**That Council not grant the discount in this instance as the circumstances do not meet the criteria set out in Council's adopted Revenue Statement or the Local Government Regulation 2012 for granting discount.**

CARRIED

8/0

**Responsible Officer**
**Coordinator - Rates**

**Item Number:** C.4 **File Number:** D15/79319

**SUBJECT HEADING:** REQUEST FOR DISCOUNT AFTER LATE PAYMENT OF RATES – RATE ASSESSMENT NUMBERS 15003692 & 15003734

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

**Executive Summary:**

*The applicant requested that Council consider granting the discount after rates were paid following the close of discount period.*

**Resolution No. GM/10.2015/17**

**Moved Cr Price**

**Seconded Cr O'Neil**

That Council not grant the discount in this instance, giving consideration to the circumstances being in the ratepayer's control by requesting payment be processed prior to the due date. Further that the suggestion be made to the applicant that recovery of the lost discount amount be pursued with the financial institution that made the error.

CARRIED

8/0

**Responsible Officer**

**Coordinator - Rates**

**Item Number:** C.5 **File Number:** D15/79714

**SUBJECT HEADING:** TENDER 16003 - MANAGEMENT OF SURAT SWIMMING POOL

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

**Executive Summary:**

*Council publicly invited tenders to manage the Surat Swimming Pool. Tenders closed on 22 September 2015. Council was requested to consider the tenders received.*

**Resolution No. GM/10.2015/18**

**Moved Cr Chambers**

**Seconded Cr Wason**

That Council accept the tender submitted by Melissa Sutton to manage the Surat Swimming Pool on the following terms:

- Council pay Melissa Sutton the tendered amount of \$65,000 per annum (GST Inclusive) for a period of three (3) years with the option for Council and the contractor to mutually agree to extend the contract for a further three (3) years;
- the contractor retains the right to set and charge an entry fee to the Surat Swimming Pool; and
- the contractor ensures appropriate public liability insurance is in place before the commencement, and during, the new management term.

Further that the Chief Executive Officer be authorised to sign the management agreement on Council's behalf.

CARRIED

8/0

**Responsible Officer**

**Coordinator - Land Administration**

Cr. Wason declared a perceived 'Conflict of Interest' in the following item, due to family connections with the applicant. Cr. Wason left the Chamber at 12.20pm, taking no further part in discussion or debate on the matter.

**Item Number:** C.6 **File Number:** D15/80360

**SUBJECT HEADING:** **REQUEST TO PROCEED WITH LEGAL ACTION – DEBTOR NUMBER 1818**

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

**Executive Summary:**

*The report pertained to an outstanding account with Council. To date there has been no response from the debtor in relation to when Council can expect payment for the outstanding debt, despite being sent the standard debt recovery correspondence from Council and Commercial Credit Services (Council’s Debt Recovery Agent).*

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| <b>Resolution No. GM/10.2015/19</b>  |                           |
| <b>Moved Cr Chambers</b>   | <b>Seconded Cr Newman</b> |
| <b>That Council:</b>   |                           |
| <ol style="list-style-type: none"> <li>1. <b>Provide final notice, via the nominated contact (e-mail) address provided by the applicant, that legal action will proceed within seven (7) days if payment is not received in that time.</b></li> <li>2. <b>In the event of non-payment, approve commencement of legal proceedings to recover the outstanding amount.</b></li> </ol> |                           |
| CARRIED  | 8/0                       |

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| <b>Responsible Officer</b> | <b>Coordinator - Debtors</b> |
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At cession of discussion and debate on the abovementioned item, Cr. Wason entered the Chamber at 12.22pm.

**Item Number:** C.7 **File Number:** D15/81587

**SUBJECT HEADING:** **PROPOSED VARIATIONS TO THE INJUNE SEWERAGE TREATMENT PLANT UPGRADE PROJECT SCOPE**

**Author and Officer’s Title:** **Paraic Butler, Engineer**

**Executive Summary:**

*The Injune Sewerage Treatment Plant (STP) Upgrade project is valued at \$615,000 (GST excl.) and will remediate and upgrade the STP. The project is partially funded by the Royalties for the Regions State funding program.*

*During project design and delivery undertakings it has been identified that there are several project scope variations that are more beneficial than that of the existing project scope. These variations will reduce future required capital expenditure while also ensuring that greater cost benefits are achieved for capital expenditure. Council is required to resolve to adopt the variations to the scope prior to an application being submitted to the State Government for approval.*

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| <b>Resolution No. GM/10.2015/20</b>  |                          |
| <b>Moved Cr Scheffe</b>  | <b>Seconded Cr Flynn</b> |
| <b>That Council:</b>   |                          |
| <ol style="list-style-type: none"> <li>1. <b>Endorse the adjustment to the project scope of the Injune Sewerage Treatment Plant Upgrade to:</b> <ul style="list-style-type: none"> <li>• <b>include the components of boundary security fence installation and facultative lagoon de-silting; and</b></li> </ul> </li> </ol> |                          |

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| <ul style="list-style-type: none"> <li>• remove from scope the:           <ul style="list-style-type: none"> <li>- purchase of additional land to the east of the sewerage reserve and enlargement of the wetlands; and</li> <li>- installation of an effluent recycling system.</li> </ul> </li> </ul> <p>2. Authorise the Chief Executive Officer to sign the Royalties for the Regions funding variation for the project on Council's behalf.</p> |
| 8/0  |

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| <b>Responsible Officer</b> | <b>Engineer</b> |
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**Item Number:** C.8 **File Number:** D15/82137

**SUBJECT HEADING:** WILD DOG BAITING CAMPAIGN FUNDING

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

***Executive Summary:***

*At Council's meeting of 26 August 2015, Council resolved to cap the purchase of meat baits to a total of \$30,000 per coordinated baiting campaign (GM/08.2015/21). This figure would be exceeded if Council met all landholders' requests for meat during this first campaign.*

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| <b>Resolution No. GM/10.2015/22</b>  |                          |
| <b>Moved Cr Chambers</b>   | <b>Seconded Cr Wason</b> |
| <b>That Council:</b>   |                          |
| <ol style="list-style-type: none"> <li>1. Note the recommendations received from the Wild Dog Advisory Committee.</li> <li>2. Accept the quotation from Warroo Game Meats to supply meat in accordance with the volume of meat requested from landholders in this campaign, noting that this decision will lift the previous cap for the 2015/16 financial year's first campaign.</li> <li>3. Note that this allocation is still within Council's overall budget for the year of \$80,000.</li> <li>4. Review available funds prior to the April campaign, when there is a more accurate reflection of the quantity of baits required for the total year.</li> </ol> |                          |
| 8/0  |                          |

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| <b>Responsible Officer</b> | <b>(Acting) Coordinator - Environmental Health</b> |
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**Item Number:** C.9 **File Number:** D15/82324

**SUBJECT HEADING:** REQUEST FROM NOONGA COMMUNITY ASSOCIATION

**Author and Officer's Title:** Susan (Sue) Sands, Coordinator - Grants, Local Development & Council Events

***Executive Summary:***

*The Noonga Community Association is applying to the Department of National Parks, Sport & Racing under their 'Get Playing Places and Spaces' program to upgrade the tennis courts at Noonga. The Association has requested that Council provide assistance with supply, delivery and laying of road base for the courts.*

**Resolution No. GM/10.2015/23**

**Moved Cr Newman**

**Seconded Cr Chambers**

**That Council:**

- 1. Provide assistance to the Noonga Community Association with the supply, delivery and laying of approximately 260 cubic metres of road base to the Noonga tennis courts. This assistance is dependant on the success of the Association's funding application under the Department of National Parks, Sport & Racing 'Get Playing Places and Spaces' program.**
- 2. Allocate costs associated with this support to GL 2887.2248.2001 (Major In Kind Assistance).**

CARRIED

5/3

**Responsible Officer**

**Coordinator - Grants, Local Development & Council Events**

Cr. Wason & Price declared a potential perceived 'Conflict of Interest' in the following item C.10 – Queensland Police Paddock – Funding Agreement Variation, due to each of them receiving financial compensation from Santos GLNG activities carried out on parcels of land owned by each of them. Cr. Wason & Price left the Chamber at 12.28pm, taking no further part in discussion or debate on the matter.

**Item Number:**

**C.10**

**File Number: D15/82424**

**SUBJECT HEADING:**

**QUEENSLAND POLICE PADDOCK - FUNDING AGREEMENT VARIATION**

**Author and Officer's Title:**

**Edward Sims, Manager - Economic & Community Development**

***Executive Summary:***

*Council has a budget allocation of \$4M in grant funding from Santos GLNG which is allocated across two (2) funding agreements:*

- 1. Queensland Police Paddocks \$1.5M & Racecourse North Estate Injune \$1.5M*
- 2. Miscamble St Development \$1.0M*

*Santos has supplied an Agreement to Vary – Funding Agreement based on Council's request to vary the Queensland Police Paddocks section of the 'Queensland Police Paddocks \$1.5M & Racecourse North Estate Injune \$1.5M' agreement.*

**Resolution No. GM/10.2015/24**

**Moved Cr Chambers**

**Seconded Cr O'Neil**

**That Council authorise the Chief Executive Officer to sign the Agreement to Vary – Funding Agreement for Queensland Police Paddocks.**

CARRIED

8/0

**Responsible Officer**

**Manager - Economic & Community Development**

At session of discussion and debate on the abovementioned item, Crs Wason & Price entered the Chamber at 12.29pm.

**Item Number:** C.11 **File Number:** D15/82099

**SUBJECT HEADING:** SURAT ASTOR THEATRE

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

**Executive Summary:**

*Council received correspondence inviting Council to purchase the historic Surat Astor Theatre.*

*Council was asked to consider the proposal.*

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| <b>Resolution No. GM/10.2015/25</b>  |                          |
| <b>Moved Cr Wason</b>  | <b>Seconded Cr Flynn</b> |
| <b>That Council decline the offer to purchase the Surat Astor Theatre.</b> |                          |
| CARRIED  | 8/1                      |

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| <b>Responsible Officer</b> | <b>Support Officer - Facilities</b> |
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**Item Number:** C.12 **File Number:** D15/82504

**SUBJECT HEADING:** TENDER 16008 - SALE OR LEASE OF THE OLD BUTTER FACTORY, ROMA

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

**Executive Summary:**

*Tender 16008 – Lease or Sale of the Old Butter Factory being 18-20 Station Street Roma, closed on 6 October 2015. Council was asked to consider the tenders/offers received.*

|   |                           |
|---|---------------------------|
| <b>Resolution No. GM/10.2015/26</b>   |                           |
| <b>Moved Cr Price</b>   | <b>Seconded Cr Newman</b> |
| <b>That Council accept the tender from 'Team Fruit and Veg' to purchase the Old Butter Factory.</b> |                           |
| CARRIED   | 9/0                       |

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| <b>Responsible Officer</b> | <b>Coordinator - Land Administration</b> |
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**Item Number:** C.13 **File Number:** D15/80403

**SUBJECT HEADING:** FEE WAIVER - HIBERNIAN HALL

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

**Executive Summary:**

*Council received a request from a regular user of the Hibernian Hall seeking a waiver of fees.*

*Council was asked to consider the request.*

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|---|--------------------------|
| <b>Resolution No. GM/10.2015/27</b>                               |                          |
| <b>Moved Cr Newman</b>  | <b>Seconded Cr Wason</b> |
| <b>That Council decline the request for a fee waiver of \$88.</b> |                          |
| CARRIED   | 9/0                      |

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| <b>Responsible Officer</b> | <b>Support Officer - Facilities</b> |
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**Item Number:** C.14 **File Number:** D15/78732

**SUBJECT HEADING:** REQUEST TO RECONSIDER DECISION - LAND FOR PARKLAND AT AMBY

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

**Executive Summary:**

*At its General Meeting on 21 August 2015, Council considered a request from the Amby Progress Association to purchase land in Amby to create additional community parkland. At that meeting Council resolved to decline the request and instead concentrate its resources on maintaining existing parkland across the region.*

*The Amby Progress Association requested that Council reconsider its decision.*

**Resolution No. GM/10.2015/28**

**Moved Cr Chambers**

**Seconded Cr O'Neil**

**That Council:**

1. Advise Amby Progress Association that it is supportive of the Association's endeavours to facilitate the beautification of the entrance to town and usability of the area for social and community events.
2. Given its original concerns about increased maintenance responsibilities, propose to purchase the land subject to a lease over the land by Amby Progress Association, with the Association undertaking the ongoing maintenance of the area.
3. If the Association is agreeable:
  - reflect the transactions in the current quarterly budget review from funding set aside for future capital works as follows:
    - purchase price of land \$18,480 (including GST);
    - contribution to Council of \$11,800 (including GST) from the Amby Progress Association; and
    - contribution by Council of \$6,680 (including GST) and conveyancing costs.
  - authorise the Chief Executive Officer (or delegate) to progress documentation.

CARRIED

9/0

**Responsible Officer**

**Support Officer - Facilities**

**Item Number:** C.15 **File Number:** D15/82745

**SUBJECT HEADING:** SAFETY AND LEADERSHIP PROGRAM

**Author and Officer's Title:** Cameron Hoffmann, Manager - Enterprise Risk/Quality/Safety/Environment

**Executive Summary:**

*A priority for Council in 2015/16 is to improve organisational performance through a reduction in the frequency and severity of incidents and injuries. The report outlined a number of strategies aimed at further embedding individuals' commitment to "safety of our staff and community" at a whole-of-organisational level.*



**Resolution No. GM/10.2015/29**
**Moved Cr Flynn**
**Seconded Cr Schefe**
**That Council:**

1. Approve commencement of the Maranoa Regional Council Safety and Leadership Program and delivery of the Phase 1 components of the proposal as presented.
2. Endorse the concept and delivery of a Serious About Safety Briefing, including the use of a key note speaker to present on the topic of the importance of safety in the workplace.
3. Allocate funds from reserves within the current 2015/16 quarterly budget review.

CARRIED

9/0

**Responsible Officer**
**Manager - Enterprise  
 Risk/Quality/Safety/Environment**
**Item Number:**

LC.1

**File Number: D15/73096**
**SUBJECT HEADING:**
**REQUEST FOR WAIVER OF FEES – ROYAL HOTEL SITE**
**Author and Officer's Title:**
**Debbie Gelhaar, Coordinator - Debtors**
***Executive Summary:***

*The applicant sought Council's consideration of waiving charges for the clean up costs in relation to the Royal Hotel fire in Roma.*

**Resolution No. GM/10.2015/30**
**Moved Cr Schefe**
**Seconded Cr Price**
**That Council decline the request to waive clean up costs associated with The Royal Hotel fire.**

CARRIED

7/2

**Responsible Officer**
**Coordinator – Debtors**
**Item Number:**

LC.2

**File Number: D15/73027**
**SUBJECT HEADING:**
**OUTSTANDING CLIENT CONTRIBUTIONS - AGED CARE SERVICES - REQUEST TO WRITE OFF**
**Author and Officer's Title:**
**Julie Neil, Customer & Community Services**
***Executive Summary:***

*The Community Care service ceased on 30 June 2015. An outstanding debt remains due to non payment of client contributions. It was requested that Council write off these outstanding amounts.*

**Resolution No. GM/10.2015/31**
**Moved Cr Chambers**
**Seconded Cr Denton**
**That Council approve the write-off of funds incurred from outstanding Community Care client contribution non payments of \$2,559.49.**

CARRIED

9/0

**Responsible Officer**
**Customer & Community Services**

**Item Number:** LC.3 **File Number:** D15/82773

**SUBJECT HEADING:** USER AGREEMENT – INJUNE CREEK GALLERY

**Author and Officer’s Title:** Madonna Mole, Specialist - Lease Management & User Facility Agreements

**Executive Summary:**

*Council was asked to consider entering into a formal user agreement with Injune Arts Inc. for the use of the Injune Creek Gallery.*

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|---|---------------------------|
| <b>Resolution No. GM/10.2015/32</b>   |                           |
| <b>Moved Cr Flynn</b>   | <b>Seconded Cr O’Neil</b> |
| <b>That Council:</b>  |                           |
| <ol style="list-style-type: none"> <li>1. Enter into a non-exclusive User Agreement with Injune Arts Inc. for the use of the Injune Creek Gallery for a period of 3 (three) years.</li> <li>2. Charge Injune Arts Inc. no hire fee for their use of the Injune Creek Gallery for the term of this agreement.</li> </ol> |                           |
| CARRIED   | 9/0                       |

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| <b>Responsible Officer</b> | <b>Specialist - Lease Management &amp; User Facility Agreements</b> |
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**Item Number:** LC.4 **File Number:** D15/83114

**SUBJECT HEADING:** ROMA COMMUNITY HUB TENANCY APPLICATION

**Author and Officer’s Title:** Madonna Mole, Specialist - Lease Management & User Facility Agreements

**Executive Summary:**

*Council received an Expression of Interest from The Advocacy and Support Centre (TASC) requesting to tenant an office at the Roma Community Hub on a short term basis.*

*Council was asked to consider the request.*

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|--|---------------------------|
| <b>Resolution No. GM/10.2015/33</b>  |                           |
| <b>Moved Cr Chambers</b>   | <b>Seconded Cr Newman</b> |
| <b>That Council:</b>   |                           |
| <ol style="list-style-type: none"> <li>1. Enter into a short term tenancy arrangement until 31 December 2015 with The Advocacy and Support Centre for a single office at the Roma Community Hub.</li> <li>2. Offer The Advocacy and Support Centre the opportunity to enter into this arrangement at the agreed rental amount of \$550 per month GST inclusive.</li> </ol> |                           |
| CARRIED  | 9/0                       |

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| <b>Responsible Officer</b> | <b>Specialist - Lease Management &amp; User Facility Agreements</b> |
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Councillors Wason & Price declared a potential perceived ‘Conflict of Interest’ in item LC.5 Water Access and Supply Agreement – Roma Hub 2, as the other party to the agreement is Santos GLNG. Both Councillors receive financial compensation from Santos GLNG activities carried out on parcels of land owned by each of them. Councillors Wason & Price left the Chamber at 1.35pm taking no further part in discussions on the matter.

**Item Number:** LC.5 **File Number:** D15/83507

**SUBJECT HEADING:** WATER ACCESS AND SUPPLY AGREEMENT - ROMA HUB 2

**Author and Officer's Title:** Paul Cummins, Engineer

**Executive Summary:**

*Santos GLNG has multiple water supply points throughout the region and has offered to allow Council access to this water for construction and maintenance on Santos GLNG affected roads. To access the water Council must enter into a Water Access and Supply Agreement with Santos GLNG for each location.*

**Resolution No. GM/10.2015/34**

**Moved Cr O'Neil**

**Seconded Cr Scheffe**

**That Council:**

1. Authorise the Chief Executive Officer to enter into a Water Access and Supply Agreement with Santos GLNG for access to water at the Santos GLNG Roma Hub 2 plant.
2. Authorise the Chief Executive Officer to pay the nominal fee of \$1, if required, in exchange for the rights under the Water Access and Supply Agreement.

CARRIED

7/0

**Responsible Officer**

**Engineer**

At cession of discussion and debate on the abovementioned item, Crs Wason & Price entered the Chamber at 1.36pm.

**Item Number:** 11.1 **File Number:** D15/79187

**SUBJECT HEADING:** ROMA SALEYARDS TRUCKWASH FEES

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

**Executive Summary:**

*The report sought Council's consideration of fees in Council's 2015/16 Schedule of Fees and Charges relating to the new Truckwash Facility at the Roma Saleyards.*

**Resolution No. GM/10.2015/35**

**Moved Cr Wason**

**Seconded Cr O'Neil**

**That Council:**

1. Include in the 2015/16 Schedule of Fees and Charges relating to the Truckwash Facility at the Roma Saleyards:
  - Avdata High Pressure water outlet (Ratepayers and other users) at a rate of \$1.00 per minute and an Avdata Access Key charge of \$49.60 per key for the new truck wash facility; and
  - Avdata High Pressure water outlet (Ratepayers and other users) at a rate of \$0.80 per minute and an Avdata Access Key charge of \$49.60 per key for the upgraded existing facility.
2. Create new work order numbers to identify the operational and facility maintenance costs of the new Truckwash Facility.

3. Complete an analysis of the implemented fees and operational costs at the second quarter budget review.
4. Arrange an escorted site inspection of the new truckwash facility to familiarise Councillors with its technical operations and features before the 2015/16 second quarterly budget review.

CARRIED

9/0

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| Responsible Officer | Coordinator – Corporate, Community & Commercial Services |
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## COUNCILLOR BUSINESS

Item Number: 22.1 File Number: D15/81191

**SUBJECT HEADING: WILD DOG ADVISORY COMMITTEE RECOMMENDATIONS**

**Author and Councillor's Title: Cr. Jan Chambers**

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

*Council resolved earlier in the meeting to lift the cap on Council's contribution to the first coordinated baiting campaign for 2015/16. It was recommended that Council implement the other recommendations from the Wild Dog Advisory Committee.*

**Resolution No. GM/10.2015/36**

**Moved Cr Chambers**

**Seconded Cr Denton**

**That Council:**

1. In the event that funds are made available for cluster fencing projects and/or research under the State government Feral Animal Assistance Package – Phase 2, undertake cost benefit analysis studies in the Maranoa Region.
2. Include the following eligibility guidelines for the Golden Dogger Awards:
  - Nominees can only win one award class.
  - Nominees who do not have correct contact details on completed forms are not eligible under the program.
  - Winner/or representative must be present at a ceremony to receive the category award.
  - The category award section for which the nominee is being put forward must be completed. Incomplete forms will be deemed ineligible.

CARRIED

9/0

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| Responsible Officer | Manager – Environmental Health |
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## **CLOSURE**

There being no further business, the Mayor thanked Council for their attendance and declared the meeting closed at 1.53pm.

**These Minutes are to be confirmed at the next General Meeting of Council to be held on 28 October 2015, at Roma Administration Centre.**

.....  
Mayor.

.....  
Date.