

MINUTES OF THE GENERAL MEETING OF MARANOA REGIONAL COUNCIL HELD AT ROMA ADMINISTRATION CENTRE ON 11 NOVEMBER 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. 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, Director Corporate, Community & Commercial Services – Sharon Frank, Manager Strategic Project Planning & Asset Management – Kym Downey, Manager Administration & Information Services – Dale Waldron, Manager Facilities (Land, Buildings & Structures) – Tanya Mansfield, Coordinator Grants, Local Development & Council Events – Susan Sands, Coordinator Rates – Dana Harrison, Specialist Finance Systems Support – Michael Chow, Local Development Officer Roma – Kate Papacek.

GUESTS

There were no guests in attendance at the meeting.

WELCOME

The Mayor welcomed all present and declared the meeting open at 9.09am.

APOLOGIES

Resolution No. GM/11.2015/01

Moved Cr O'Neil

Seconded Cr Newman

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

CARRIED

8/0

CONFIRMATION OF MINUTES

Resolution No. GM/11.2015/02

Moved Cr Scheffe

Seconded Cr Newman

That the minutes of the General Meeting (14-28.10.15) held on 28 October 2015 be confirmed.

CARRIED

8/0

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:** D15/73162

SUBJECT HEADING: PUBLIC STREET LIGHTING IMPROVEMENTS

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

Executive Summary:

An internal regional audit of Council's current street lighting layout identified several areas that would benefit from the installation of additional street lights. The towns identified for installation of additional lighting include Jackson, Roma, Surat, Wallumbilla and Yuleba.

Resolution No. GM/11.2015/03

Moved Cr Denton

Seconded Cr Wason

That Council:

1. Approve the installation of 31 additional street lights at the locations specified in the officer's report in the following towns:

Number of lights	Location/ Town	Capital Construction Costs \$	Annual Maintenance Renewal Costs \$
1	Jackson	800	270
22	Roma	15,800	5,720
6	Surat	800	1,320
1	Wallumbilla	800	200
1	Yuleba	800	220
31	TOTAL	19,000	7,730

2. Transfer a total of \$7,730 from the balance of the allocated capital budget to the appropriate operational budgets to cover the additional operational costs for 2015/16.

CARRIED

8/0

Responsible Officer

Engineer - Asset & Service Planning

Item Number: 10.2

File Number: D15/87574

SUBJECT HEADING: POLICY REVIEW - ROAD NAMING

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

Executive Summary:

The Road Naming Policy was adopted in September 2012. It is a requirement that approved policies be regularly reviewed.

Resolution No. GM/11.2015/04

Moved Cr Newman

Seconded Cr Chambers

That Council adopt the reviewed Road Naming Policy as follows:

1. POLICY PURPOSE

The purpose of this policy is to:

- Provide a procedure for the naming of all new roads and the renaming of existing roads within the Maranoa Regional Council;
- Ensure road names are appropriate, will stand the test of time and, where suitable, are preferably of local or historical significance;
- Provide consistent guidelines for developers, the community and Council when allocating new road names or changing the name of existing roads within the region;
- Adopt applicable Australian Standards.

2. POLICY SCOPE

This policy applies to all existing and proposed public roads in the Maranoa Regional Council area that are under the control of the Maranoa Regional Council.

3. DEFINITIONS

Developer	Means a person, persons or company that has submitted a development application to Council
Community	Means the residents of Maranoa Regional Council
Council	Refers to Maranoa Regional Council
Property Owner	The registered owner of the relevant parcel of land
Road	Means a local government controlled road incorporating the common meaning of "street" and other road name extensions listed in Appendix A. It does not include state controlled roads.

4. POLICY DETAILS

Council is committed to ensuring that a fair, consistent and equitable protocol is followed when naming roads. Council has the responsibility of providing road names that comply with the principles set out in this policy.

The following principles are to be considered when choosing names for roads:

- Renaming of existing roads will only occur in extraordinary cases;

- Road types will be selected in accordance with the Australian Standard AS 4819:2011;
- Street numbering and rural addressing will be assigned in accordance with the Australian standard AS 4819:2011;
- The time when a new name applies shall be the effective date stated as part of Council's resolution. If no date is stated in the resolution, the effective date will be the date of the Council's resolution.

Names should be unique and use the form and style of contemporary Australian English, and:

- Reflect the heritage of the locality; or
- Identify one of the landscape or physical characteristics of the locality; or
- Recognise pioneers of the area or persons who have had a long association with the locality; or
- Acknowledge names of persons who have given significant community service within the Maranoa Regional Council; or
- Follow a theme throughout an estate, e.g. famous people, colours, flora or fauna species.

Names should preferably:

- Be reasonably easy to read, spell and pronounce in order to assist emergency services, service providers and the travelling public;
- Avoid confusing one road name with another, e.g. through similar spelling or pronunciation;
- Not have been used anywhere else within the Council area;
- Avoid duplication of names in adjoining local government areas;
- Not suffix a compass point to the name of another road unless the two roads are adjoining and directly linked, such as either side of a major road;
- Retain a single and unique name where a road crosses Council boundaries;
- Avoid unduly long names and names composed of two or more words;
- Not contain abbreviations, hyphens, apostrophes, initials or use "The" as a prefix;
- Not be seen to be offensive, incongruous (out of place) or commercial in nature;
- Avoid dual destinations such as Mitchell-St George Rd;
- Avoid long names for short roads to prevent difficulties for map makers.

The naming process will be initiated if:

- A request is received from an affected land owner or their agent; or
- Council resolves a name change be investigated; or
- It is deemed by Council staff to be in the public interest; or
- New land development applications are received

5. SPECIAL PROVISIONS (E.G. PRIVACY PROVISIONS ETC)

Nil

6. RELATED POLICIES AND LEGISLATION

- AS 1742.5 Manual of Uniform Traffic Control Devices – Street name and community facility name signs

- AS/NZS 4819:2011 Rural and Urban Addressing

7. ASSOCIATED DOCUMENTS

Nil

APPENDIX A

Two lists are provided for Name extensions:

(a) Suffixes for Open Ended Roads

(b) Suffixes for Cul-de-sacs

(a) Suffixes for Open Ended Roads

<u>Suffix</u>	<u>Abbreviation</u>	<u>Comment</u>
Avenue	Av	A broad roadway, usually planted on each side with trees
Crescent	Cr	A crescent or half moon roadway
Drive	Dr	A wide thoroughfare allowing a steady flow of traffic without many cross streets
Parade	Pde	A public promenade or roadway which has good pedestrian facilities along the side
Road	Rd	A place where one may ride, an open way or public passage for vehicle, persons and animals - a roadway forming a means of connection between one place and another
Street	St	A public roadway in a town, city or urban area, especially a paved thoroughfare with footpaths and buildings along one or both sides
Terrace	Tce	A road way usually with houses on either side raised above road level
Way	Way	An access way between two streets
Access	Accs	A minor road built specifically to give access to a house, motorway etc
Alley	Ally	Usually a narrow roadway for people or vehicles in cities and towns. A minor roadway through the centre of city blocks or squares
Crest	Crst	A roadway running along the top or summit of a hill
Lane	Lane	A narrow way between walls, buildings, a narrow country or city roadway

(b) Suffixes for Cul-de-sacs

<u>Suffix</u>	<u>Abbreviation</u>	<u>Comment</u>
Close	Cl	A short enclosed roadway
Court	Ct	A short enclosed roadway
Cul-de-sac	Csac	A street or roadway with only one entrance and exit
Place	Pl	A short sometimes narrow enclosed roadway

CARRIED

8/0

Responsible Officer

Engineer - Asset & Service Planning

Item Number: 10.3 File Number: D15/87854

SUBJECT HEADING: POLICY REVIEW - PROPERTY ACCESSES & ACCESS CROSSOVERS - DESIGN, CONSTRUCTION & MAINTENANCE

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

Executive Summary:

The Property Accesses & Access Crossovers – Design, Construction & Maintenance Policy was adopted in December 2013. It is a requirement that approved policies be regularly reviewed.

Resolution No. GM/11.2015/05

Moved Cr O'Neil

Seconded Cr Flynn

That Council endorse the proposed changes as detailed and adopt the reviewed Property Accesses & Access Driveways – Design, Construction & Maintenance Policy as follows:

1. POLICY PURPOSE

Council receives requests for the construction of both urban and rural property accesses.

This policy sets out guidelines as to the location, size and standards for construction in relation to both urban and rural property accesses crossing road reserves such that a uniform standard is achieved and safe access to roads is maintained.

This policy details the responsibilities for the design, construction and maintenance of property accesses.

2. POLICY SCOPE

This policy applies to all residential, rural, commercial and industrial property accesses in the region.

It does not override development conditions imposed for a particular development.

3. DEFINITIONS

Access Crossing	An Access Crossing is that section of property access between the edge of the pavement on a dedicated public rural road, and the property boundary or between the kerb & channel or edge of pavement (where kerb & channel is absent) in urban areas
“Approved” Access Crossing	An Access Crossing either constructed by Council or constructed by the owner and/or their contractor to Council’s specifications and level if appropriate.
“Unauthorised” Access Crossing	An Access Crossing <ul style="list-style-type: none"> • constructed without prior permission and/or not in accordance with Council’s levels or specifications; or • that creates an obstruction to a public service, road users or stormwater drainage.

4. POLICY DETAILS

4.1 General

- 4.1.1** No alteration or improvements shall be constructed or obstructions placed on the road reserve, unless an approval under Local Laws No. 1 & 4 is obtained and the work is in accordance with Council's standards and conditions and is to the satisfaction of the Director – Infrastructure Services or their representative.
- 4.1.2** The obstruction of public services or drains or gutters with any objects used by the occupier to obtain access, and any structure of this nature is considered unauthorised.
- 4.1.3** The applicant is required to lodge an application fee for permission to construct in the road reserve. The fee payable on application will be as determined by Council as part of annual budget deliberations.

4.2 Existing Accesses

- 4.2.1** If an existing access is to be upgraded it shall be assessed, designed and constructed in accordance with this policy.
- 4.2.2** From time to time accesses in the region may be audited by Council. Council may request upgrading of “unauthorised” access crossings and/or maintenance of “approved” access crossings. If owners do not comply with remedial action requested by Council, within 60 days of the date of the letter, then Council may perform the works itself or through a third party and invoice the owner for all associated costs. This may include requesting drainage improvements wherever property accesses either potentially or actually scour and cause silt deposits on joining road reserves, where stormwater discharges on to a roadway or other improvements where the accesses are unsafe or detrimental.

4.3 Maintenance of Property Accesses

- 4.3.1** The responsibility of maintaining property accesses after completion of construction will belong to the property owner. Landowners are responsible for providing for drainage of stormwater entering or exiting their property along the access.

- 4.3.2** The following exemptions apply:

- a. On Un-kerbed Roads**

- Council will maintain the first one (1) metre of the access, measured from the nearest edge of pavement, in recognition of continuing requirements for shoulder grading and maintaining of drainage paths.

- The maintaining of the road cross section including shoulder profile may mean that there is a slight dip in the access surface.

- b. Construction Work**

- Council will restore any “Approved Access Crossing” that is affected by construction or maintenance work undertaken by Council subsequent to the construction of the access.

4.4 Design and Construction of Accesses

4.4.1 Persons wishing to construct or upgrade an Access Crossing are required to make application in writing to Council. This application applies whether the construction is to be undertaken by Council, a private contractor, or the owner.

4.4.2 Following receipt of an application to construct an Access Crossing, the site may be inspected by Council to determine any conditions which will apply to the approval.

4.4.3 Where works are being constructed by other than Council a permit to perform works on the road shall be issued by Council subject to evidence of necessary insurance and other requirements deemed necessary. Reference is to be made to Council Policy “Works in Road Reserves”.

4.4.4 Private Contractors or property owners can construct the works only after an approval is issued for the construction of the access. The construction of the access is to be in accordance with Council approval and standards.

4.4.5 All works are to be inspected by a Council Officer.

- a. Formwork must be inspected before concrete is poured and excavation must be inspected before pipes are backfilled.
- b. Concrete must not be poured and pipes must not be laid until approved. 48 hours notice is required before concreting or pipe backfilling is to be carried out.
- c. Final inspection will be made following advice from the applicant that the construction is completed. The Access Crossing shall be inspected and approved by Council.

4.4.6 The minimum requirements for a proposed Access Crossing to be constructed are detailed in Section 4.5. The standard Crossover drawings are Capricorn Municipal Design Guideline (CMDG) drawings number CMDG-R-040, 041, 042 and 043 (latest revisions).

4.5 Required Standards

4.5.1 Proposed accesses must be located so as to ensure adequate safe sight distance and safe gap distance are maintained.

4.5.2 Urban Driveways where Kerb and Channel Exists

- a. All driveways leaving kerb and channel shall be constructed in accordance with Council’s Standard Drawing CMDG-R-041 (latest revision). Approval to vary the standard detail must be sought from the Director Infrastructure Services.
- b. Wherever practicable, the location of crossings in relation to neighbouring lots shall be such as to preserve the maximum amount of kerbside parking space.
- c. Where the site is a corner allotment, no crossing shall be situated closer than six (6) metres from the corner, or in the case of a channelised intersection, such greater distance as may be determined by the Director Infrastructure Services or his representative.

- d. No crossing shall be approved unless there is a clear space of not less than six (6) metres within the property boundary on which a vehicle may park.
- e. Unless otherwise approved under special circumstances, all crossings shall be set square to the kerb line, and directly opposite the point of entry at the property boundary.

4.5.3 Industrial and Commercial Accesses

- a. The crossing shall be constructed in accordance with CMDG-R-042 or CMDG-R-043 (latest revisions) unless approval of the Director Infrastructure Services has been received.

4.5.4 Property Accesses Outside of Urban Areas where there is No Kerb and Channel

- a. Accesses outside of urban areas shall be constructed in accordance with Council's Standard Drawing CMDG-R-040(latest revision).

4.6 Accesses and Driveways General

4.6.1 The costs of construction of any access crossing shall be borne by the property owner.

4.6.2 The cost of maintenance of any access crossing shall be borne by the property owner.

4.6.3 All water valves, hydrants, sewer manholes, telecommunications and power access points and the like are to be relocated clear of any proposed crossing at the expense of the property owner. The relevant authority in charge of any service is to be contacted, so that services can be relocated clear of the proposed crossing prior to construction.

4.6.4 The applicant is responsible obtaining all permissions and approvals required for removal of vegetation or anything of environmental significance which intrudes into the proposed Access Crossing. Any costs incurred in this regard will be the responsibility of the contractor, developer or applicant.

4.7 Other Considerations

The adoption of this policy does not limit in any way Council's right to impose differing conditions for proposals, nor limit the discretion of the Director of Infrastructure Services to vary as considered necessary, the engineering requirements in respect of a particular application or individual property having regard to good engineering practice.

4.8 Disclaimer

4.8.1 Council shall have no responsibility to the user or applicant or any other person or entity with respect to any liability, loss or damage caused or alleged to be caused, directly or indirectly, by the adoption and use of this Policy and Standard Drawings including, but not limited to, any interruption of service, loss of business or anticipatory profits, or consequential damages resulting from the use of these Policy and Standard Drawings as the equivalent of, or a substitute for, project-specific design and assessment by an appropriately qualified professional.

4.8.2 No liability or warranty is implied or expressed by any inspection or the absence of any inspection or by the Council decision regarding property access.

5. SPECIAL PROVISIONS (E.G. PRIVACY PROVISIONS ETC)

Nil

6. RELATED POLICIES AND LEGISLATION

- Council Policy – Works in Road Reserve
- Subordinate Local Law No 1.1 (Alteration or Improvement to Local Government Areas and Roads) 2011

7. ASSOCIATED DOCUMENTS

CMDG Drawings (latest revisions):

- | | | |
|----|------------|--|
| a) | CMDG-R-040 | Rural Roads Access and Property Access Over Table Drains |
| b) | CMDG-R-041 | Residential Driveway Slab and Tracks |
| c) | CMDG-R-042 | Commercial Driveway Slab, Type A - Two Way Access |
| d) | CMDG-R-043 | Commercial Driveway Slab, Type B - Two Lane Access |

CARRIED

8/0

Responsible Officer

Engineer - Asset & Service Planning

CORPORATE, COMMUNITY & COMMERCIAL SERVICES

Item Number:

11.1

File Number: D15/85713

SUBJECT HEADING:

FIRST QUARTER BUDGET REVIEW 2015/16

Author and Officer's Title:

Claire Alexander, Specialist - Strategic Finance

Executive Summary:

In accordance with S170 (3) of the Local Government Regulation 2012, the local government may, by resolution, amend the budget for a financial year at any time before the end of the financial year.

The Budget 2015/16 was adopted on 24 June 2015. This report is based on the First Quarter Budget Review recently conducted by managers and staff.

The result of the budget review shows an estimated surplus of \$789,600. It incorporates new items and changes not previously identified in the original budgeting process. This review also includes budget changes submitted to Council, which were subsequently approved for inclusion in this review.

Resolution No. GM/11.2015/06

Moved Cr Chambers

Seconded Cr Scheffe

That Council:

- 1. Adopt the First Quarter Budget Review 2015/16 as shown in the following Quarter 1 One Page Budget Summary:**

	Original Budget incl Carry Over (CO)	Q1 Budget Review	Increase/Decrease - Original incl CO vs Q1
Account Description	Total Council	Total Council	Total Council
Operating Revenue	(84,645,030)	(77,005,547)	7,639,483
Stores oncost recovery	(668,125)	(668,125)	-
Operating Expenditure	82,543,069	78,994,040	(3,549,029)
Plant hire recovery	(8,791,240)	(9,061,240)	(270,000)
Gravel pits/batching plant recovery	(581,668)	(451,668)	130,000
Corporate overhead recovery	(2,308,358)	(3,264,587)	(956,229)
Total Net Operating Result	(14,451,352)	\$ (11,457,127)	\$ 2,994,225
Transfers from reserves	(2,199,351)	(3,054,161)	(854,810)
Transfers to reserves	14,017,298	12,561,596	(1,455,702)
Transfers to future capital reserves	2,300,000	826,687	(1,473,313)
Total transfers to/(from) reserves operating	\$ 14,117,947	\$ 10,334,122	\$ (3,783,825)
Total Net Operating Result after Reserves Transfers	\$ (333,405)	\$ (1,123,005)	\$ (789,600)
Capital Revenue	(52,205,887)	(84,629,072)	(32,423,185)
Capital Expenditure	79,451,122	114,631,711	35,180,589
Transfer from reserves	(27,570,830)	(30,328,233)	(2,757,404)
New Loan	(2,500,000)	(2,500,000)	-
Proceeds from sale of assets	(3,359,000)	(3,359,000)	-
Principal loan repayment	3,658,999	3,658,999	-
Transfer to reserves	2,859,000	2,859,000	-
Total Capital Revenue & Expenditure & Reserves Transfers	333,405	\$ 333,405	\$ 0
TOTALS	\$ (0)	\$ (789,600)	\$ (789,600)
		Surplus	Surplus

2. Receive, note and approve the detailed amendments included in the budget for:
- Q1 Operational Budget Amendments (Attachment 2 of the officer's report)
 - Q1 Capital Budget Amendments (Attachment 3 of the officer's report)

CARRIED

8/0

Responsible Officer	Specialist - Strategic Finance
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Item Number: 11.2 **File Number:** D15/87757

SUBJECT HEADING: POLICY REVIEW - RATE RECOVERY

Author and Officer's Title: Dale Waldron, Manager - Administration & Information Services

Executive Summary:

The Rate Recovery Policy was adopted in November 2011. It is a requirement that approved policies be regularly reviewed.

Resolution No. GM/11.2015/07

Moved Cr Wason

Seconded Cr Newman

That Council adopt the reviewed Rate Recovery Policy as follows:

1. POLICY PURPOSE

To establish a policy for the timely recovery of rates and charges levied which seeks to achieve fair and consistent treatment of all ratepayers who have outstanding rates and charges.

2. POLICY SCOPE

This policy will apply to all ratepayers who have an overdue rate or charge levied by Council, unless otherwise specified.

3. DEFINITIONS

Rates or charges – as per the Local Government Regulation 2012

Overdue rates and charges – as per the Local Government Regulation 2012 (Chapter 4)

Terms:

Due Date: 30 days from issue date of rate notice (coincides with discount period ending)

Interest Date: 60 days from issue date of rate notice

Arrangement: A written undertaking from the property owner to pay the rates by instalments over a time period to the satisfaction of Council.

Approved: Formal acceptance by the Council of the arrangement

4. POLICY DETAILS

Council is committed to the collection of overdue rates and charges in a fair, equitable and timely manner but with due concern for any financial hardship faced by ratepayers.

In order to ensure that all ratepayers meet their obligations to pay rates and charges levied, Maranoa Regional Council will apply the following procedures to recover any overdue rate or charge in a timely manner.

Small Debt Write-offs

If a ratepayer has short paid their rates by \$10.00 or less and as a consequence would have missed their discount, Council will allow the outstanding amount to be carried forward to the next rating period without penalty.

Payment Arrangements

Council may enter into an arrangement to pay rates and charges by way of payment schedule. Payment arrangements will include a premium equal to the amount of interest which would have been charged (11% - refer to section 3.4 of the Revenue Statement) if the arrangement had not been entered into.

Council may approve a waiver of the premium, provided that the specified conditions of the arrangement are met and all outstanding rates and charges are fully paid by the end of the current financial year. Requests for Payment Arrangements are by application if the rates and charges will be fully paid by the end of the current financial year. In circumstances where the request extends beyond the current financial year, this will be subject of a separate report to Council for consideration.

To request a payment plan, the ratepayer must contact Council before the due date shown on the rate notice. All payment plans and the applicable premium amount will be confirmed in writing. A premium (as referred to in Section 3.5 of the Revenue Statement) may be waived if the arrangement has been approved by Council within 60 days of the date of issue of the rates notice.

- Payments must be made on the specific days agreed upon;
- An arrangement must clear the debt prior to the next financial year;
- If Council does not receive the payment by the agreed specific day, a reminder letter will be sent advising the ratepayer, that unless payment of the outstanding amount is made within seven days their agreement will be cancelled and the matter will be referred to Council's debt collection agency;
- If payment is not received within the seven days allowed, a letter will be issued advising the ratepayer that their arrangement has been cancelled due to non-compliance and no further arrangements will be made;
- If there is a balance outstanding and the arrangement has expired, a letter will be sent advising the ratepayer that unless payment of the outstanding amount is made in full within seven days, the total outstanding amount will be referred to Council's debt collection agency.

Rate Recovery Process

Council requires payment of rates and charges within the specified period and has an obligation to diligently recover overdue rates and charges. When pursuing overdue rates and charges Council will have due concern for the financial hardship faced by some members of the community and as such may enter into a rate payment arrangements with ratepayers. Council will follow the below process to recover overdue rates and charges.

Where a rate becomes overdue, fourteen (14) days after the due date of the notice:

1. Council will issue a reminder notice, in respect of assessments that have an outstanding balance above the initial recovery action trigger, where a current approved payment plan is not in force. The reminder notice will give the ratepayer(s) twenty-eight (28) days from the date of the letter to satisfy the outstanding amount and will advise that if the debt remains unpaid after that period, further recovery action may be taken by a Debt Collection Agency.
2. Separate forms of Reminder Notices will be issued:
 - a) Requesting that approved payment plans be continued or the payment plan will be terminated.
 - b) Advising those in default that legal action may be taken should the default not be rectified in the twenty-eight (28) day period.

c) Any outstanding amounts after twenty-eight (28) days will be sent a 2nd Reminder Notice.

3. Should the ratepayer(s) fail to satisfy the outstanding balance as shown on the reminder notice, the account may be passed to Council's Debt Collection Agency for collection of amounts outstanding.

Debt Collection Agency

The following procedures will apply when the ratepayer list has been forwarded to the Debt Collection Agency;

1. Letter of demands, advising the subject Ratepayers that Council has instructed their Agency to collect the rates and charges arrears and if payment is not made within seven (7) days, legal action will continue. Council will not allow payment plans once the account has been forwarded to the Debt Collection Agency;
2. When the seven (7) days time period has expired, the Debt Collection Agency will follow up with a telephone call;
3. Minor Debt Claim prepared, filed and court fees paid and service of notice arranged;
4. Affidavit of service returned allowing twenty-eight (28) days from date of service;
5. Forward Affidavit of Service to Court with Judgement Documents to obtain Judgement;
6. Once Judgement is obtained, legal action will be discontinued until the property has reached the required dates to be classified as Intention to Sell Land for Arrears of Rates.

Intention to Sell

Under, Section 140 of Local Government Regulation 2012, Selling or acquiring land for overdue rates or charges, applies to overdue rates or charges on the land that has remained unpaid for the following:

- Generally – 3 years; or
- If the rates or charges were levied on vacant land or land used only for commercial purposes, and the local government has obtained judgement for the overdue rates or charges – 1 year; or
- If the rates or charges were levied on a mining claim, 3 months.

Under this Division, Council by resolution, may sell the land for which the rates and charges were levied and remain unpaid. However, Council may not sell the land if the liability to pay the overdue rates and charges is the subject of court proceedings.

A report on properties listed in the 'Intention to sell land for rate arrears' must be referred to a Council meeting for a decision. Once Council has resolved to sell land for arrears of rates and charges, Council must, as soon as practicable, give all interested parties a notice of intention to sell the land.

A 'notice of intention to sell' is a document, signed by the Chief Executive Officer stating:

- That the local government has, by resolution, decided under Section 140, to sell the land for overdue rates or charges; and
- The day on which the resolution was made; and
- The terms of the resolution; and
- A description of the location and size of the land, as shown in the local government's land record; and
- Details of the overdue rates or charges for the land, as at the date of notice, including details of the period for which the rates or charges have been unpaid; and
- Details of the interest that is owing on the overdue rates or charges, as at the date of the notice, including –
 - Details of the rate at which interest is payable on the rates or charges; and
 - A description of the way the interest is calculated; and
 - The total amount of overdue rates or charges and the interest, as at the date of the notice; and
 - A copy, or general outline of Section 133 of the Local Government) Regulation 2012.

The Council must start the procedure for selling the land within the required period after the notice of intention to sell, unless the amount of all overdue rates or charges on the land has been paid. If the overdue rates or charges have not been paid in full within:

- Generally – 3 months after the local government gives the notice of intention to sell the land; or
- If the rates or charges were levied on a mining claim – 1 month after the local government gives the notice of intention to sell the land.

The Council must start the procedures of Section 141 for selling the land within 6 months after the local government gives the notice of intention to sell the land. However, the Council must end the procedures if the Council is paid –

- The amount of rates or charges in full; and
- All expenses that the Council has incurred in attempting to sell the land.

Once the required period of three (3) months has expired, a further report is to go to Council for consent to the time and place of the proposed auction and a recommendation on who shall hold the auction and the reserve price/s.

The Council must prepare an auction notice, stating the time and place of the auction and a full description of the land.

At least 14 days, but not more than 35 days, before the day of the auction, the Council must –

- Give a copy of the auction notice to all interested parties who were given a notice of intention to sell the land; and
- Advertise the auction notice in a newspaper that is circulating generally in the local government area; and
- Display the auction notice in a conspicuous place in the local government's public office, until the day of the auction; and

- Display the auction notice in a conspicuous place on the land, unless it is not reasonably practicable to do so because the land is in a remote location or difficult to access.

Under Section 143 of the Local Government Regulation 2012, the local government must set a reserve price for the auction that is at least:

- The market value of the land; or
- The higher of either the amount of the overdue rates or charges on the land or the value of the land.

If the reserve price is not reached at auction, the local government may enter into negotiations with the highest bidder at the auction to sell the land by agreement. However, the price for the land under the agreement must be more than the highest bid for the, and at the, auction. If the highest bidder at the auction does not agree to buy the land, the land is taken to have been sold at the auction to the local government for the reserve price. This however, does not apply if the land is held on a tenure the local government is not competent to hold.

Under Section 146 of the Local Government Regulation 2012, the local government must use the proceeds of the sale in the following order:

- i. To pay any amount agreed for the release of a State encumbrance;
- ii. To pay the expenses of the sale;
- iii. To pay the overdue rates or charges for the land;
- iv. To pay any other amounts relating to the land that the owner of the land owed the local government immediately before the sale;
- v. To pay any rates or charges, other than overdue rates or charges, for the land;
- vi. To pay any registered encumbrances, other than State encumbrances, in order of their priority under the Land Title Act;
- vii. To pay the person who owned the land immediately before the sale.

If any of the proceeds of the sale remain unclaimed after 2 years, the local government must pay the proceeds to the public trustee as unclaimed money.

Once the property has been auctioned, Council will not release any remaining funds until evidence of identity from all owners is provided. Copies of identity documentation must be certified by a Justice of the Peace or a Commissioner of Declarations.

Any two (2) of the following documents will be accepted:

- Driver's Licence
- Passport
- Citizenship Certificate
- Credit Card
- Birth Certificate

5. SPECIAL PROVISIONS (E.G. PRIVACY PROVISIONS ETC)

Council respects and protects people's privacy and collects, stores, uses and discloses personal information responsibly and transparently in the delivery of Council services and business. Council will comply with all relevant legislative requirements relating to the collection, storage, use and disclosure of personal information acquired for the purposes of administering this policy.

6. RELATED POLICIES AND LEGISLATION

Local Government Regulation 2012
Local Government Act 2009
Revenue Policy

7. ASSOCIATED DOCUMENTS	
Revenue Statement	
CARRIED	8/0

Responsible Officer	Manager - Administration & Information Services
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Item Number: 11.3 **File Number:** D15/89028

SUBJECT HEADING: **ADOPTION OF MARANOA REGIONAL COUNCIL'S 2014/15 ANNUAL REPORT**

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

Executive Summary:

The report tables the draft 2014/15 Annual Report comprising of 4 parts;

1. *Introduction – Maranoa Region, the year in review, highlights, community financial report, Council and the organisation;*
2. *Performance Information - status update on the completion of the 2014/15 work program and progress of the Corporate Plan 2014-19;*
3. *Statutory Information - Annual Report Legislative Compliance; and*
4. *Financial Information - Audited Financial Statements for the year ended 30 June 2015.*

Discussion:

Council determined that the matter should lay on the table for further consideration at the next General Meeting to allow for additional information to be incorporated into the final draft prior to its adoption.

Resolution No. GM/11.2015/08	
Moved Cr Newman	Seconded Cr Chambers
That the matter lay on the table for further consideration at the next General Meeting on 25 November 2015.	
CARRIED	8/0

Responsible Officer	Coordinator – Corporate, Community & Commercial Services
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Item Number: 11.4 **File Number:** D15/89739

SUBJECT HEADING: **2016 COUNCIL MEETING SCHEDULE**

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

Executive Summary:

This report was prepared to provide Council an opportunity to review meeting rotation arrangements, and to set meeting dates for the 2016 year (period commencing January and ending March 2016), with the 2016 Quadrennial Local Government Elections to be held on Saturday 19 March 2016.

The remainder of the calendar year meeting rotations for 2016 will be reviewed and set by the incoming Council, following the election, at its statutory 'Post Election' Meeting.

Resolution No. GM/11.2015/09

Moved Cr O'Neil

Seconded Cr Flynn

That Council:

1. Continue to hold the General (Ordinary) Meetings on the second and fourth Wednesday of the month at Council's Roma Administration Centre, commencing at 9.00am, with the first meeting to be held on 20 January 2016. (As per the schedule attached to the officer's report).
2. Continue to hold Council Workshops on an 'as needs' basis and generally on:
 - Tuesday in the instance of a workshop being required on a week that coincides with the General Meeting schedule;
 - Wednesday in the instance of a workshop being required on a week that does not coincide with the General Meeting Schedule.
3. Authorise the Chief Executive Officer to advertise/circulate the agreed meeting schedule to the public, Councillors and staff.

CARRIED

8/0

Responsible Officer	Coordinator - Elected Members & Community Engagement
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INFRASTRUCTURE SERVICES

Item Number:

12.1

File Number: D15/40614

SUBJECT HEADING:

POLICY REVIEW - ROAD NETWORK MAINTENANCE STANDARDS

Author and Officer's Title:

Graham Sweetlove, Engineer - Asset & Service Planning

Executive Summary:

The Road Network Maintenance Standards Policy was adopted in December 2013. It is a requirement that approved policies be regularly reviewed.

Resolution No. GM/11.2015/10

Moved Cr Chambers

Seconded Cr Newman

That Council endorse the proposed changes as detailed, and adopt the reviewed Road Network Standards – Maintenance, Renewal and Upgrade Policy as follows:

1. POLICY PURPOSE

The purpose of this policy is to provide direction as to the frequency of maintenance, upgrade and renewal works on roads managed by Council.

2. POLICY SCOPE

This Policy applies to all roads in Council's adopted Road Register.

3. DEFINITIONS

The Local Government Act 2009 Section 59 defines:

- (2) A road is-
- a) an area of land that is dedicated to public use as a road; or
 - b) an area of land that-
 - i. is developed for, or has a 1 of its main uses, the driving or riding of motor vehicles; and
 - ii. is open to, or used by, the public; or
 - c) a footpath or bicycle path; or
 - d) a bridge, culvert, ferry, ford, punt, tunnel or viaduct.
- (3) However, a road does not include-
- a) a State-controlled road; or
 - b) a public thoroughfare easement.

Dedicated Road An area of land dedicated to public use as a road, but does not include a State-controlled road under the Transport Infrastructure Act 1994.

Urban Developed area which may comprise densely developed uses such as residential, commercial, industrial, education, recreation or a mix of these. In general, this is characterised by evenly spaced street lighting, kerbed streets, and frequent closely spaced driveways. This will also include land designated for future urban development.

Rural Sparsely developed area which may comprise rural development, rural residential lots greater than 1ha and isolated industrial sites. In general this is characterised by unkerbed streets, both sealed and unsealed roads, infrequent driveways and large tracts of undeveloped land.

Hierarchical Classification As defined in Council Policy: Road Register

4. POLICY DETAILS

4.1. General

Generally Council roads will be designed and maintained to comply with a geometric standard to satisfy a driving speed of at least 80 kilometres/hour. Geometric standards to cater for vertical and horizontal curves, sight and stopping distances will be applied.

In general, advisory or mandatory speed signs will be placed at locations where hazards exist. The principle that drivers should travel at speeds which suit the prevailing road conditions at all times must be recognised and observed by all road users.

Maintenance practices are intended to maintain driver/passenger comfort at design speeds however as a result of maintenance frequency this may not always be possible.

Regular scheduled maintenance will be prioritised according to the volume of traffic using the road and the function of the road within the established hierarchy.

4.2. Rural Roads

4.2.1 Scheduled Maintenance – Unsealed Pavement

Maintenance works will be carried out as resources and funding allows with priority given to those sites where it is considered that there is a high risk to the safety of users.

As a guide scheduled maintenance for paved or formed roads may be undertaken as per the schedule below.

Average Traffic Volume (vehicles per day)	Frequency (/ year)			
	Maintenance Grade			Drainage
	Light	Medium	Heavy	
00 - 9	1	0	0.1	0.25
10 - 39	1	0	0.2	0.25
40 - 99	1	0	0.2	0.25
100 - 149	0	0	1	0.25
150 – 249	0	1	1	0.33
250 - 999	0	1	1	0.33

Maintenance on roads deemed to be in the category of Minor Access will only be undertaken when external funds are available to fund the works. Roads in this category will not be renewed or upgraded at the cost of Council.

Definitions for the Grading types are as follows:

- Light Maintenance Grading includes a light grading to remove transverse scours and wheel ruts and the clearing of drains as required. Machinery – Grader;
- Medium Formation Grading includes degrassing, incorporation of water and compaction. Does not include scarifying or addition of material to build up existing materials. Machinery – Grader, Water Truck, Roller;
- Heavy Maintenance Grading includes ripping the existing pavement, mixing water, relaying and compacting with a roller. All diversion drains are to be reinstated. Machinery – Grader, Water Truck, Roller.

4.2.2 Scheduled Maintenance – Sealed Pavement

Maintenance works will be carried out as resources and funding allows with priority given to those sites where it is considered that there is a high risk to the safety of users.

As a guide scheduled maintenance for sealed roads may be undertaken as per the schedule below.

Average Traffic Volume (vehicles per day)	Frequency (/ year)					
	Drainage	Lines	Pavement Restoration	Potholes	Shoulder Grading	Slashing
< 10	0.25	0	1	0.33	0.33	4
10 – 39	0.25	0	1	0.5	0.33	4
40 -99	0.25	0	1	0.5	0.33	4
100 – 149	0.33	0.2	1	0.5	0.33	4
150 – 249	0.33	0.2	1	0.5	0.33	4
250 - 999	0.33	0.2	1	0.5	0.33	4

4.3. Urban Streets

4.3.1 Scheduled Maintenance

Consideration will be given to the function of the street and volume of traffic, both vehicular and pedestrian, impacted by the defect when prioritising the works.

Maintenance works will be carried out as resources and funding allows with priority given to those sites where it is considered that there is a high risk to the safety of users.

As a guide scheduled maintenance on urban streets may be undertaken as per the schedule below.

Classification	Frequency (/yr)							
	Heavy Grade	Shoulder Grading	Drainage	K&C	Pathway	Lines	Pavement Restoration	Potholes
Access Place	1	0.33	0.33	0.1	0.1	0.2	1	2
Access Street	1	0.33	0.33	0.1	0.1	0.2	1	2
Minor Urban	1	0.33	0.33	0.1	0.1	0.33	1	2
Major Urban	0	0.33	0.33	0.1	0.1	0.33	1	2
Commercial	1	0.33	0.33	0.1	0.1	0.33	1	2
Industrial Access	1	0.33	0.33	0.1	0.1	0.33	1	2
Industrial Collector	1	0.33	0.33	0.1	0.1	0.33	1	2

Maintenance on streets deemed to be in the category of Minor Access will only be undertaken when external funds are available to fund the works. Streets in this category will not be renewed or upgraded at the cost of Council.

4.4 Renewal of Roads

Renewal of Council's road network, specifically gravel resheeting and bitumen resealing, will be undertaken as funds and resources permit. Prioritisation of works will consider the overall condition of the component and any increase in maintenance costs that would result should the renewal work not be undertaken.

As with road network maintenance, the volume of traffic on the road and the function of the road will be considered prior to determining what renewal works can be funded and undertaken.

4.5 Upgrade of Roads

Wherever possible Maranoa Regional Council will actively pursue external sources of funding to upgrade rural roads and urban streets. External sources which may be considered include: Federal Government, Queensland Government and industry sources.

4.6. Priority of Works

Upgrade, renewal and maintenance works on Council roads will be scheduled as funds and resources allow. After consideration of works necessary to manage road sections which present a high risk to the safety of users, priority will be given to projects and works on those roads on which higher traffic volumes flow and those considered to have a higher function in the road hierarchy.

4.7. Review of Standards

Council will regularly review the volume of traffic using a public road as a means to determine the standard required for the road.

5. SPECIAL PROVISIONS (E.G. PRIVACY PROVISIONS ETC)

Nil

6. RELATED POLICIES AND LEGISLATION

- Council Policy: Road Register
- Local Government Act 2009

7. ASSOCIATED DOCUMENTS

Nil

CARRIED

8/0

Responsible Officer

Engineer - Asset & Service Planning

Item Number:

12.2

File Number: D15/89844

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 is now proposed that this be made official by way of Council policy.

Resolution No. GM/11.2015/11

Moved Cr Scheffe

Seconded Cr Wason

That Council adopt the Water Restrictions Policy as follows:

1. PURPOSE

The purpose of this policy is to provide a framework for water restrictions.

2. SCOPE

This policy applies to all potable (drinking) and raw water users in towns serviced by Maranoa Regional Council.

3. DEFINITIONS

Raw Water	Untreated water
Potable	Drinking water

4. DETAILS

(a) Summer Watering Times (1 September to 31 March)

The following water schedule applies to all potable (drinking) water users in towns across the Maranoa (with the exception of Surat) for summer months.

Odd numbered properties may water on Tuesdays, Thursdays and Saturdays. No watering between the hours of 9am to 4pm.

Even numbered properties may water on Wednesdays, Fridays and Sundays. No watering between the hours of 9am to 4pm.

On Mondays, hand held hoses are permitted but no unattended hoses or sprinklers may be used by any domestic households or businesses unless prior written approval has been granted.

Surat's water restrictions differ slightly due to the raw water distribution system. Surat's watering schedule for both Potable and raw water is:

Monday, Wednesday, Friday and Sunday East may water. No watering between the hours of 9am to 4pm.

Monday, Tuesday, Thursday and Saturday West may water. No watering between the hours of 9am to 4pm.

(b) Winter Watering Times (1 April to 31 August)

From 1 April to 31 August, the watering schedule will be relaxed to allow for watering at any time of the day, on a premises allocated watering day.

Normal water restrictions will resume from 1 September to 31 March.

5. SPECIAL PROVISIONS

2 week exemptions will continue to be available on request for the establishment of new lawns.

6. RELATED POLICIES AND LEGISLATION

Water Supply Safety & Reliability Act 2008

7. ASSOCIATED DOCUMENTS

WaterQ: a 30-year strategy for Queensland's water sector

CARRIED

7/1

Responsible Officer	Coordinator - Water, Sewerage & Gas Projects, Compliance & Laboratory
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DEVELOPMENT, FACILITIES & ENVIRONMENTAL SERVICES

Item Number: 13.1 **File Number:** D15/89946

SUBJECT HEADING: **COMMUNITY DROUGHT SUPPORT PACKAGE 2015/16 - DEPARTMENT OF COMMUNITIES, CHILD SAFETY AND DISABILITY SERVICES**

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

Executive Summary:

The Department of Communities, Child Safety and Disability Services is providing another round of Community Drought Support Packages. Maranoa Regional Council has been offered the opportunity to apply for \$130,000 in funding for local community events and activities which contribute to connectedness and well-being.

Resolution No. GM/11.2015/12

Moved Cr Denton

Seconded Cr Newman

That Council:

1. **Apply to the Department of Communities, Child Safety and Disability Services for \$130,000 as a Community Drought Support Package for 2015/16.**
2. **Authorise the Chief Executive Officer to sign the application on behalf of Council.**
3. **Administer the funding through the Economic and Community Development team through GL 2880.2500 (Economic & Community Development Support – Special Projects)**

CARRIED

8/0

Responsible Officer

Coordinator - Grants, Local Development & Council Events

Item Number: 13.2 **File Number:** D15/90046

SUBJECT HEADING: **QUEENSLAND TOURISM INFRASTRUCTURE FUND - PROJECT FOR SUBMISSION**

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

Executive Summary:

Maranoa Regional Council is eligible to apply for the Queensland Tourism Infrastructure Fund (QTIF) which is administered by the Department of Tourism, Major Events, Small Business and the Commonwealth Games (DTESB). A number of projects have been considered, and it is recommended that an application for Drive Tourism Directional Signage be submitted.

Resolution No. GM/11.2015/13

Moved Cr Denton

Seconded Cr Wason

That Council:

1. **Submit an application for Drive Tourism Directional Signage through the Queensland Tourism Infrastructure Fund.**

2. Commit to providing matching funds for the project, and to be responsible for the ongoing operation and maintenance of project infrastructure.
3. Authorise the Chief Executive Officer to sign the sub-agreement on behalf of Council, if the project is successful.

CARRIED

9/0

Responsible Officer	Coordinator - Grants, Local Development & Council Events
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Item Number: 13.3 File Number: D15/81138

SUBJECT HEADING: 2015 MARANOA FOOD & FIRE FESTIVAL POST EVENT REPORT

Author and Officer's Title: Kate Papacek, Local Development Officer Roma

Executive Summary:

Council was presented a post event report on the Maranoa Food & Fire Festival that was held on Saturday, 12 September 2015 at Bassett Park, Roma.

Discussion:

Cr. Flynn congratulated staff for organisation of a very successful event.

Resolution No. GM/11.2015/14

Moved Cr Flynn

Seconded Cr O'Neil

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

CARRIED

8/0

Responsible Officer	Local Development Officer Roma
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Item Number: 13.4 File Number: D15/89311

SUBJECT HEADING: MY MARANOA PASSPORT 2016

Author and Officer's Title: Megan Swords, Coordinator - Tourism

Executive Summary:

The My Maranoa Passport 2016 is a campaign that will encourage visitors to stay longer, explore more of the region and spend more money locally. The campaign will run from 1 January 2016 until 1 December 2016, with Passports available from all Visitor Information Centres, accommodation houses, attractions and businesses, as appropriate.

Visitors will be encouraged to collect up to five stamps to be eligible to enter into a prize draw and will also have access to a variety of local 'value deals' via coupons located in the back of the Passport.

Resolution No. GM/11.2015/15

Moved Cr Schefe

Seconded Cr Denton

That Council:

1. Invite local businesses to contribute coupons for their business in the My Maranoa Passport 2016 at cost of \$75 per coupon presence in the Passport design (i.e. a business may purchase more than one coupon offering a range of benefits to passport holders).

2. Provide incentive for visitors to participate in the campaign by purchasing a Dashcam locally, valued at up to \$500 for use in the prize draw. Visitors must receive a minimum of five stamps to be eligible for the competition. The purchase is to be allocated to Council's Tourism budget with Work Order 17507.

CARRIED

7/1

Responsible Officer

Coordinator - Tourism

Item Number:

13.5

File Number: D15/87611

SUBJECT HEADING:

ROMA BIG RIG KID'S OIL PATCH CHALLENGE

Author and Officer's Title:

Megan Swords, Coordinator - Tourism

Executive Summary:

Roma Tourism Association has been working to enhance the experience of the Roma Big Rig Oil Patch by way of developing the 'Kid's Oil Patch Challenge'.

The Kid's Oil Patch Challenge includes six electronic units, plastic hard hats and electronic scanners, which encourage children to read information displays and answer a series of questions throughout the Roma Big Rig Oil Patch.

Roma Tourism Association would like to hand over the ownership of the equipment that is associated with the challenge, which is valued at up to \$30,000.

Should Council agree to taking over the ownership of the Challenge, current Managers of the Roma Big Rig have indicated that they would be most happy to administer, and will not charge the public an additional fee for its use.

Resolution No. GM/11.2015/16

Moved Cr Newman

Seconded Cr Scheffe

That Council:

1. Gratefully accept the Kid's Oil Patch Challenge, as donated by Roma Tourism Association.
2. Promote and market the Kid's Oil Patch Challenge through Council's channels, as appropriate. All associated marketing expenses are to be allocated to Council's Tourism Budget with Work Order 14481.
3. Include the equipment in Council's Asset and Ongoing Maintenance registers.
4. Promote the Kid's Oil Patch Challenge to a target audience of 12 -15 year-olds, with a view to adjusting the challenge to better suit a younger demographic in the 2015/16 financial year and upon completion of the extension to the exhibitions in the Oil Patch, with expenses allocated to Council's Tourism Budget, GL 2881.2001.2001 (Tourism – Materials & Services).

CARRIED

8/0

Responsible Officer

Coordinator - Tourism

Item Number: 13.6 **File Number:** D15/89959

SUBJECT HEADING: REQUEST FROM SURAT ON BALONNE GALLERY

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

Executive Summary:

The Surat on Balonne Gallery Committee requested approval from Council to be able to paint the Gallery. The Gallery Committee would like to arrange and pay for this work to be carried out.

Resolution No. GM/11.2015/17	
Moved Cr O'Neil	Seconded Cr Newman
That Council accept the Surat on Balonne Gallery Committee's proposal to paint the gallery, at the Committee's cost.	
CARRIED	8/0

Responsible Officer	(Acting) Coordinator - Libraries, Arts & Culture
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Item Number: 13.7 **File Number:** D15/90153

SUBJECT HEADING: MARANOA REGIONAL COUNCIL ECONOMIC DEVELOPMENT CONTRIBUTIONS FRAMEWORK

Author and Officer's Title: Warren Oxnam, Specialist - Compliance

Executive Summary:

A review has been undertaken of all Council functions that contribute to economic development. The functions have been grouped within a framework according to their general purpose and how they affect business and employment.

This framework will be used as a key component of increasing the "whole-of-Council" commitment to economic development. One use of the framework is for raising awareness with Council officers of how their work contributes to the local economy and how policy settings and operational improvements will increase the Council contribution's to economic development.

At its meeting on 9 September 2015, Council endorsed a review of the Maranoa Regional Economic Development Strategy that incorporated, among other elements, a "whole-of-Council" commitment to economic development (GM/09.2015/13).

Resolution No. GM/11.2015/18	
Moved Cr Flynn	Seconded Cr Chambers
That Council endorse:	
<ol style="list-style-type: none"> 1. The Maranoa Regional Council Economic Development Contributions Framework as a summary of the functions of Council that contribute to economic development, grouped according to how they affect business and employment. 2. The use of the framework as a key component of increasing the "whole-of- Council" commitment to economic development. 	

3. The use of the Maranoa Regional Council Economic Development Contributions Framework as a key component of raising public awareness of Council's contributions to local economic development.

Maranoa Regional Council Economic Development Contributions Framework

Planning, policy and strategic direction:

1. Data collection, GIS mapping and analyses
2. Corporate Plan
3. Corporate communications (including websites)
4. Regional engagement (regional and state strategies)
5. Community planning (including place-making plans and heritage)
6. Land use planning
7. Differential rating policies
8. Infrastructure charges policies
9. Council procurement policies

Council information services which support business activity:

10. Information for business
11. Business training support
12. Visitor and attraction information
13. Rates, property, building and planning searches
14. Community directories and services information support
15. Customer service facilitation

Council facilities, services and programs which support business activity:

16. Customer service and visitor information centres
17. Waste management
18. Pest control
19. Stock route and reserves management
20. Community facilities and leasing
21. Event coordination and support
22. Affordable land and housing
23. Be Healthy and Safe Maranoa
24. Sport and recreation support
25. Cultural activities support
26. Community grants
27. Council works program (water, sewerage, gas, roads, drainage, town beautification)
28. Council supply of water and gas
29. Council delivery of private works, including resource industry projects
30. Council delivery of state and federal works (including RMPC)
31. Council operated businesses (airports, quarries and cattle saleyards)
32. Disaster management services (flood mitigation)

Council regulatory services which affect business activity:

33. Development control and facilitation (planning, building, plumbing and drainage)
34. Building and pool certification
35. Plumbing and drainage certification
36. Community safety
37. Food service safety
38. Environmental management
39. Business migration certification (RSMS Visa)

Council rates, fees and charges which affect business activity:

- 40. Rates
- 41. Infrastructure charges
- 42. Fees and charges

Employment provided by Council:

- 43. Local employment for skilled and semi-skilled workers
- 44. Workforce training (across wide range of skills)
- 45. Council procurement
- 46. Housing support for workers

CARRIED

8/0

Responsible Officer
Specialist - Compliance
Item Number:

13.8

File Number: D15/85511
SUBJECT HEADING:
ROMA POOL - CLOSURE FOR SWIMMING CARNIVALS
Author and Officer's Title:
Dee Schafer, Support Officer - Facilities
Executive Summary:

Council has received correspondence from the Manager of the Roma Swimming Pool seeking permission to close the pool to the public to host three school swimming carnivals in early 2016.

Council was asked to consider the request.

Resolution No. GM/11.2015/19
Moved Cr Denton
Seconded Cr Flynn
That Council:

1. Approve the request to close the Roma Swimming Pool to the General Public on the 28 January 2016 from 7.30 am to 3.30 pm, 29 January 2016 from 4 pm to 8 pm and 8 February 2016 from 7.30 am to 3.30 pm for the purpose of conducting school swimming carnivals.
2. Advise the community of the closure through a notice at the pool and a media release in January 2016.

CARRIED

8/0

Responsible Officer
Support Officer - Facilities
Item Number:

13.9

File Number: D15/88129
SUBJECT HEADING:
SUBSIDY MARANOA POLICE CITIZEN'S YOUTH CLUB (PCYC)
Author and Officer's Title:
Dee Schafer, Support Officer - Facilities
Executive Summary:

The Maranoa PCYC celebrated 3 years of operation in the Roma Recreation Centre in September 2015. Following on from Council's resolution in August 2012, the Maranoa PCYC was seeking consideration of a subsidy for 2015/16. Council's consideration and direction is sought.

Resolution No. GM/11.2015/20

Moved Cr Flynn

Seconded Cr Scheffe

That Council pay the Maranoa Police Citizen's Youth Club (PCYC) a subsidy payment of \$15,000 in recognition of the service the PCYC is delivering to the community, with funds drawn from the Facilities PCYC operations budget as allocated.

CARRIED

8/0

Responsible Officer

Support Officer - Facilities

Cr. Wason declared a perceived 'Conflict of Interest' in the following item due to him receiving financial compensation from Santos GLNG activities carried out on parcels of land owned by him. One of the applications under consideration was put forward by Santos CSG Pty Ltd.

Cr. Wason left the Chamber at 9.42am, taking no further part in discussion or debate on the matter.

Item Number:

13.10

File Number: D15/88038

SUBJECT HEADING:

CONVERSION OF LEASES TO FREEHOLD - LOT 4 ON I71811, LOT 113 ON WV1849 AND LOT 3 ON DUB5358

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 the conversion of Special Lease (SL) 36/48364 being Lot 4 on I71811, SL 36/48554 being Lot 113 on WV1849 and Term Lease (TL) 208191 being Lot 3 on DUB5358 to freehold tenure.

Resolution No. GM/11.2015/21

Moved Cr Chambers

Seconded Cr Denton

That Council advise the Department of Natural Resources and Mines that it has no objection to the conversion over SL 36/48364 being Lot 4 on I71811, SL 36/48554 being Lot 113 on WV1849 and TL 208191 being Lot 3 on DUB5358 to freehold tenure.

CARRIED

7/0

Responsible Officer

Administration Officer - Property & Legal

At cessation of discussion and debate on the abovementioned item, Cr. Wason entered the Chamber at 9.43am.

Item Number: 13.11 **File Number:** D15/89116

SUBJECT HEADING: RENEWAL OF LEASES - LOT 8 ON BDR77; LOT 3 ON WT325; LOT 60 ON WV1908; LOT 28 ON WT336; LOT 42 ON WV1529; LOT 20 ON AB55; LOT 8 ON EG175; LOT 9 ON EG175; LOT 13 ON EG134; LOT 5 ON TM16; LOT 6 ON TM17; LOT 179 & 283 ON DL446; LOT 180 ON DL378

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 the renewal of several Term Leases across the region being Lot 8 on BDR77; Lot 3 on WT325; Lot 60 on WV1908; Lot 28 on WT336; Lot 42 on WV1529; Lot 20 on AB55; Lot 8 on EG175; Lot 9 on EG175; Lot 13 on EG134; Lot 5 on TM16; Lot 6 on TM17; Lot 179 & 283 on DL446; Lot 180 on DL378.

Resolution No. GM/11.2015/22

Moved Cr O'Neil

Seconded Cr Chambers

That:

1. Council advise the Department of Natural Resources and Mines that the lands are still required for their gazetted purpose and Council has no objection to the renewal of Term Leases over:

- Lot 8 on BDR77, Lot 3 on WT325, Lot 60 on WV1908, Lot 28 on WT336, Lot 42 on WV1529, Lot 20 on AB55, Lot 8 on EG175, Lot 9 on EG175, Lot 13 on EG134, Lot 5 on TM16, Lot 6 on TM17, Lot 179 & 283 on DL446 and Lot 180 on DL378.

2. The following condition be included for Lot 13 on EG134:

'That the Applicant must make application to either the Department of Natural Resources and Mines and or Council for a water agreement over the land.'

CARRIED

8/0

Responsible Officer

Administration Officer - Property & Legal

Item Number: 13.12 **File Number:** D15/89921

SUBJECT HEADING: APPLICATION FOR PERMIT TO OCCUPY OVER PART OF CARNARVON HIGHWAY

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 for Permit to Occupy over part of Carnarvon Highway adjoining the western boundary of Lot 2 on WV1345 for grazing purposes.

Resolution No. GM/11.2015/23

Moved Cr Newman

Seconded Cr Flynn

That Council advise the Department of Natural Resources and Mines that it:

1. Has no objection to the proposed Permit to Occupy over part of Carnarvon Highway adjoining the western boundary of Lot 2 on Plan WV1345.
2. Is not aware of any local non-indigenous cultural values that the Department should consider when assessing this application.

CARRIED

8/0

Responsible Officer

Administration Officer - Property & Legal

Item Number:

13.13

File Number: D15/90031

SUBJECT HEADING:

WALLUMBILLA SHOWGROUNDS TENURE

Author and Officer's Title:

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

Executive Summary:

At the Wallumbilla Show Grounds Advisory Committee meeting on 18 June 2015, the committee requested that Council investigate merging the lots at the Wallumbilla Showgrounds into one lot for the purpose of a camping reserve.

Council requested that further investigation be completed into the proposal, with consideration to be given to any impacts to Council's Water, Sewerage and Gas operations.

Council was asked to consider the findings as outlined in the report.

Resolution No. GM/11.2015/24

Moved Cr Newman

Seconded Cr Scheffe

That Council apply to the Department of Natural Resources and Mines to add the reserve sub-purpose of 'Showgrounds' to the Reserve for 'Local Government' located in Wallumbilla being Lot 692 on WV1179.

CARRIED

8/0

Responsible Officer

Manager - Facilities (Land, Buildings & Structures)

COUNCILLOR BUSINESS

Item Number:

22.1

File Number: D15/86243

SUBJECT HEADING:

QUEENSLAND AUDIT OFFICE FINAL MANAGEMENT REPORT FOR 2014/15

Author and Councillor's Title:

Cr. Robert Loughnan

Executive Summary:

The 2014/15 financial audit was completed by the Queensland Audit Office (QAO) on 14 October 2015 with the certified Financial Statements presented to the Mayor. The draft Final Management Report was reviewed by the Audit Committee at its meeting on 26 October 2015 pursuant to section 211(1)(b)(iv) of the Local Government Regulation 2012. The Queensland Audit Office Final Management Report for 2014/15 was presented to Council by the Mayor.

Resolution No. GM/11.2015/25
Moved Cr Chambers
Seconded Cr Wason

That pursuant to section 213(3) of the Local Government Regulation 2012, Council receive and note the Queensland Audit Office Final Management Report for 2014/15 as presented by the Mayor.

CARRIED

8/0

Responsible Officer
Director – Corporate, Community & Commercial Services
LATE ITEMS
Item Number:

L.1

File Number: D15/89810
SUBJECT HEADING:
COMMUNITY HUB TENANCY REQUEST – STANDBY RESPONSE SERVICE
Author and Officer's Title:
Julie Neil, Customer & Community Services
Executive Summary:

Council received a request for Community Hub office space (general office area) for one person, short term (six weeks), 3 days per week, commencing 16 November 2015.

The National StandBy Response Service delivers a Suicide Postvention Program, aimed at people and communities affected by suicide.

Considering the short timeframe of the service delivery, organisers are requesting that Council waive the tenancy fee during this period, and allow access and use of the photocopier.

Resolution No. GM/11.2015/26
Moved Cr O'Neil
Seconded Cr Newman
That Council:

1. Approve the request for office space in the Roma Community Hub.
2. Waive the tenancy fee, and provide access to the photocopier, for the period requested (16 November – 18 December 2015).

CARRIED

8/0

Responsible Officer
Customer & Community Services

Item Number: L.2 File Number: D15/90758

SUBJECT HEADING: DEPARTMENT OF ENERGY AND WATER SUPPLY DEED OF CONFIDENTIALITY AND PRIVACY

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

Executive Summary:

The Chief Executive Officer is a member of the Department of Energy and Water Supply's Strategic Advisory Committee.

Committee members have been requested to sign a Deed of Confidentiality and Privacy to ensure that any information shared in the Committee meetings remains confidential.

As the Deed is between the Department and Council, this report sought Council's endorsement for the Chief Executive Officer to enter into the agreement on Council's behalf.

Resolution No. GM/11.2015/27	
Moved Cr Wason	Seconded Cr Scheffe
That Council delegate authority to the Chief Executive Officer to enter into the Deed of Confidentiality and Privacy with the Department of Energy and Water Supply on its behalf.	
CARRIED	8/0

Responsible Officer	Associate to the CEO & Mayor
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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;
- (c) the local government budget;
- (d) rating concessions;
- (e) contracts proposed to be made by it;
- (h) other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage;

Resolution No. GM/11.2015/28	
Moved Cr O'Neil	Seconded Cr Flynn
That Council close the meeting to the public at 9.52am.	
CARRIED	8/0

SUBJECT HEADING: SUSPENSION OF STANDING ORDERS
 COUNCIL ADJOURNED THE MEETING FOR A BRIEF RECESS AT 9.53AM

SUBJECT HEADING: RESUMPTION OF STANDING ORDERS
 COUNCIL RESUMED THE MEETING IN CLOSED SESSION AT 10.03AM

Cr. Denton left the Chamber at 10.12am, and entered at 10.13am.

SUBJECT HEADING: SUSPENSION OF STANDING ORDERS
 COUNCIL ADJOURNED THE MEETING TO ATTEND THE NATIONAL REMEMBRANCE DAY CEREMONY HELD IN ROMA, FOLLOWED BY MORNING TEA AT 10.39AM

SUBJECT HEADING: RESUMPTION OF STANDING ORDERS
 COUNCIL RESUMED THE MEETING IN CLOSED SESSION AT 11.42

The Mayor was not present at the resumption of standing orders, and the Deputy Mayor took the role of Acting Chair.

Cr. Wason declared a perceived 'Conflict of Interest' in the following items:

- LC.2 – Quarry Pricing
- LC.4 – Management Arrangements for Roma Quarry

This declaration was 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 11.56am, taking no further part in discussion on the abovementioned items.

In the absence of Cr. Wason, Cr. Scheffe was nominated as Acting Chair during this period.

At cessation of discussion on the abovementioned items, Cr. Wason entered the Chamber at 12.15pm.

Resolution No. GM/11.2015/29	
Moved Cr Flynn	Seconded Cr Scheffe
That Council open the meeting to the public at 12.34pm.	
CARRIED	7/0

Item Number: C.1 **File Number: D15/87968**

SUBJECT HEADING: ACQUISITION OF NATIVE TITLE RIGHTS AND INTERESTS AND RESOURCE INTERESTS - LOT 155 ON SP243786

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

Executive Summary:

Council has previously resolved to compulsorily acquire native title over part of Lot 155 on SP243786 on Unregistered Plan DD2015/011, County of Westgrove, Parish of Injune for sewerage purposes.

The purpose of this report was to seek Council's approval to make application to:

- (a) *compulsorily acquire native title rights and interests;*
- (b) *commence the resumption of registered resource interests, over land described as part of Lot 155 on SP243786 as shown on unregistered plan DD2015/011, County of Westgrove, Parish of Injune ("the Land").*

Resolution No. GM/11.2015/30

Moved Cr Chambers

Seconded Cr Denton

That Council:

1. Having served on the Registered Native Title Claimants for the Bidjara People native title claim QUD216/2008 and the Queensland South Native Title Services a Notice of Intention to Acquire Native Title Rights and Interests ("the Notice") and Background Information Statement with respect to the acquisition of native title rights and interests over land and waters described as Part of Lot 155 on SP243786, County of Westgrove, Parish of Injune (the "Land") as particularised in the Notice; and having not received any objection to the Notice/s:-
 - Authorise MacDonnells Law to make an application to the Minister administering the Acquisition of Land Act 1967 (Qld) that any native title rights and interests in and over the Land be acquired for sewerage purposes.

2. Having proposed to compulsorily acquire any and all native title rights and interests in the Land:-
 - Resume related non-native title rights and interests being Coal Exploration Permit (EPC1159) held by Metro Mining Limited and Petroleum and Gas Exploration Permit (ATP854) held by Eureka Petroleum Limited over the Land (the resource interests);
 - Serve a Notice of Intention to Resume and a Background Information Statement on Metro Mining Limited and Eureka Petroleum Limited (the resource interests holders) to commence the resumption process; and
 - Delegate to the Chief Executive Officer (or representative) the power to attend, on Council's behalf, any objection meeting to be held in relation to the proposed resumption of the resource interests over the Land.

CARRIED

7/0

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

C.2

File Number: D15/86990

SUBJECT HEADING:

REQUEST TO LEASE LAND FOR GRAZING IN WALLUMBILLA

Author and Officer's Title:

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

Executive Summary:

Council received a request to graze two parcels of land in Wallumbilla described as the eastern side of the football ground being part of Lot 4 on WV40923 and the south of and adjacent to Lots 3 and 4 on WV40911.

Council was asked to consider the request.

Resolution No. GM/11.2015/31

Moved Cr Newman

Seconded Cr Scheffe

That Council:

1. Decline the request to graze part of Lot 4 on WV40923 as the land is a recreation reserve and grazing is not an allowable use of this type of reserve.

2. Advise the applicant that Council cannot consider the application to graze land described as south of and adjacent to Lots 3 and 4 on WV40911, as the land is state land and furthermore recommend that the applicant make application to the Department of Natural Resources and Mines.

CARRIED

7/0

Responsible Officer

Manager - Facilities (Land, Buildings & Structures)

Item Number: C.3 File Number: D15/89205

SUBJECT HEADING: TENDER 15004 - SALE OF INDUSTRIAL LAND MITCHELL

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. Council was asked to consider the status of the sale and also further options for disposal.

Discussion:

Council determined that the matter should lay on the table for further consideration at a later point during the meeting.

Action:

Council determined that the matter should lay on the table for further consideration at a later point during the meeting pending the outcome of further legal advice on the matter.

Item Number: C.4 File Number: D15/89188

SUBJECT HEADING: WALLUMBILLA POOL LEASE AGREEMENT

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

Executive Summary:

The Wallumbilla Swimming Pool is owned by The State of Queensland (represented by the Department of Education and Training). Council has a current lease agreement with the State Government to operate the pool to allow the facility to be open to the general public.

Council was asked to nominate two representatives to the Wallumbilla Pool Committee, and consider payment of the annual sinking fund payment for the 2015/16 year.

Resolution No. GM/11.2015/32

Moved Cr Newman

Seconded Cr O'Neil

That:

1. Cr. Flynn and the Director of Development, Facilities & Environmental Services (or delegate), be nominated representatives on the Wallumbilla Pool Committee, in accordance with the Lease Agreement between Council and the State of Queensland (represented by the Department of Education and Training).

2. Council contribute \$18,000 towards the annual sinking fund payment, with funds to be paid from Wallumbilla Pool Operating Costs being WO42178.2327.2001.

CARRIED

7/0

Responsible Officer

Manager - Facilities (Land, Buildings & Structures)

SUBJECT HEADING: SUSPENSION OF STANDING ORDERS
 COUNCIL ADJOURNED THE MEETING FOR LUNCH AT 12.49PM

SUBJECT HEADING: RESUMPTION OF STANDING ORDERS
 COUNCIL RESUMED THE MEETING AT 1.16PM .

Item Number:

C.5

File Number: D15/89557

SUBJECT HEADING:

LEASE OF LAND FOR MEDIUM-SCALE SOLAR FARMS

Author and Officer's Title:

Shirley Horrobin, Administration Officer - Property & Legal

Executive Summary:

The applicant is in the process of investigating suitable land for the purposes of developing medium-scale solar farms and sought Council's interest in entering into a commercial lease arrangement over land described as Lot 338 on WV1628.

Resolution No. GM/11.2015/33

Moved Cr Denton

Seconded Cr O'Neil

That Council advise the applicant it has no plans to dispose of, or enter into a long-term lease arrangement, in respect to Lot 338 on WV1628.

CARRIED

7/0

Responsible Officer

Administration Officer - Property & Legal

Item Number:

C.6

File Number: D15/89569

SUBJECT HEADING:

CLAIM FOR ALLEGED DAMAGE TO VEHICLE

Author and Officer's Title:

Dee Schafer, Support Officer – Facilities

Executive Summary:

Council received a claim for damages allegedly caused to a vehicle as a result of a Council maintained road and causeway.

Council was asked to consider the request.

Resolution No. GM/11.2015/34

Moved Cr Flynn

Seconded Cr Chambers

That Council decline the request for payment of damages.

CARRIED

7/0

Responsible Officer

Support Officer – Facilities

Item Number: C.7 **File Number:** D15/87772

SUBJECT HEADING: INJUNE DISTRICT TOURISM ASSOCIATION REQUEST FOR SUPPORT

Author and Officer's Title: Megan Swords, Coordinator – Tourism

Executive Summary:

The Injune District Tourism Association (IDTA) has written to Council requesting assistance with the daily reconciling of EFTPOS sales through the gift shop of the Injune Visitor Information Centre.

If Council are agreeable, IDTA request that Council's Tourism Officer (Injune) complete the daily reconciliation of EFTPOS sales made through the Injune Visitor Information Centre Gift Shop.

Resolution No. GM/11.2015/35

Moved Cr Chambers

Seconded Cr Flynn

That Council:

1. Allow the Injune District Tourism Association to install an EFTPOS machine at the Injune Visitor Information Centre at their cost, building the reconciliation of sales into the daily work program of the Tourism Officer (Injune).
2. Request that the Injune District Tourism Association take all appropriate measures to ensure that staff and volunteers receive training to operate the facility with confidence, and have a step by step guide available for its use.

CARRIED

7/0

Responsible Officer

Coordinator - Tourism

Item Number: C.8 **File Number:** D15/89419

SUBJECT HEADING: WALL OF FAME INDUCTEE FOR CONSIDERATION

Author and Officer's Title: Fiona Vincent, Specialist - Sport and Recreation

Executive Summary:

Council authorisation was sought to include a potential inductee on the Wall of Fame at the Roma Bungil Recreation Centre.

Local sporting people who have represented Australia in their chosen sport are able to have their achievements, with an accompanying photograph, included on the Wall of Fame which is situated in the Maranoa Police Citizen's Youth Club. The nomination form for nominating candidates was approved by Council in 2009.

Nominations for the Wall of Fame are currently received and assessed by staff for Council's consideration of endorsement.

Resolution No. GM/11.2015/36

Moved Cr Flynn

Seconded Cr O'Neil

That Council include Madison Wilson on the Wall of Fame due to representing Australia under a recognised National Sporting Organisation, for swimming.

CARRIED

7/0

Responsible Officer

Specialist - Sport and Recreation

Item Number: C.9 **File Number:** D15/89360

SUBJECT HEADING: QUEENSLAND POLICE LEGACY CHILD SAFETY PROGRAM - SPONSORSHIP REQUEST

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

Executive Summary:

Queensland Police Legacy has approached Council to sponsor a Child Safety Handbook, which will be delivered across Queensland, including all public and private schools within the Maranoa.

Resolution No. GM/11.2015/37

Moved Cr Denton

Seconded Cr Newman

That Council:

1. Provide sponsorship of \$1,298 (inc GST) to Queensland Police Legacy for the delivery of the Child Safety Handbook to schools within the Maranoa.
2. Transfer \$260 from five Local Development General Operations budgets (WO14825.2539.2001, WO14826.2539.2001, WO14827.2539.2001, WO14828.2539.2001, WO 14829.2539.2001) to Sponsorship budget GL 2887.2249.2001 to cover the costs.

MOTION LOST

3/4

Responsible Officer	Coordinator - Grants, Local Development & Council Events
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Item Number: C.10 **File Number:** D15/90025

SUBJECT HEADING: ADDITION OF MEMORIAL AWARD TO REGIONAL AUSTRALIA DAY AWARDS

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

Executive Summary:

Mr David Murray has approached Council to seek inclusion of a memorial award for his wife Andrea in the regional Australia Day awards. It was proposed the award be named the Andrea Murray Memorial Award, for presentation to one regional recipient in recognition of their volunteer efforts in the disability sector. Mr Murray has advised he will provide a perpetual trophy, and gift vouchers for the recipient.

Resolution No. GM/11.2015/38

Moved Cr Flynn

Seconded Cr Newman

That Council:

1. Include the Andrea Murray Memorial Award, in recognition of volunteers in the disability sector, as a regional perpetual award in the annual Australia Day ceremonies, commencing in 2016.
2. Display the Andrea Murray Memorial Award perpetual trophy, as supplied by Mr David Murray, at a Council facility throughout the year.
3. Be responsible for the annual updating of the perpetual trophy.

4. Acknowledge that Mr Murray will be providing the recipient with a gift for the 2016 award recipient.

CARRIED

7/0

Responsible Officer

Coordinator - Grants, Local Development & Council Events

Cr. O'Neil left the Chamber at 1.26pm, and entered at 1.27pm.

The Mayor entered the Chamber and assumed the Chair at 1.28pm.

Item Number:

C.11

File Number: D15/86878

SUBJECT HEADING:

REQUEST FOR DISCOUNT ASSESSMENT NO. 12012811

Author and Officer's Title:

Dana Harrison, Coordinator – Rates

Executive Summary:

Correspondence has been received from the applicant requesting discount be granted although payment was received by post after the close of discount.

Resolution No. GM/11.2015/39

Moved Cr Chambers

Seconded Cr Scheffe

That Council:

1. Not grant the discount on this occasion as the circumstances do not meet the criteria in Council's adopted Revenue Statement or the Local Government Regulation 2012 for granting discount.
2. Advise the applicant that Council provides a number of payment methods including payment at any Post Office or by phone, which eliminate the risk of any postal delays.

CARRIED

7/1

Responsible Officer

Coordinator - Rates

Item Number:

C.12

File Number: D15/86333

SUBJECT HEADING:

OBJECTION TO RATES CATEGORISATION – WORK CAMP

Author and Officer's Title:

Dana Harrison, Coordinator - Rates

Executive Summary:

Council has previously received a Notice of Objection from the applicant to the Differential Rating Categorisation of Accommodation Work Camp F for Lot 9 WT 21, Duck Creek Road, Pony Hills, Assessment No 13013388. An inspection was carried out by a Categorisation Officer on 15 October 2015, with the following outcomes:

- The camp was not operating.
- The camp buildings are still in situ.
- The number of accommodation buildings in situ has not changed from the last inspection.

Council's Revenue Statement states the following:-

An Accommodation Work Camp will be considered to be not operational when all infrastructure (buildings, water and sewerage lines etc.) are removed from the site.

Resolution No. GM/11.2015/40	
Moved Cr Flynn	Seconded Cr Scheffe
<p>That Council endorse the Chief Executive Officer's decision that the land was and is appropriately categorised for the notice issued for 1 July 2015 to 31 December 2015 taking into consideration that the buildings have not been removed from the site.</p>	
CARRIED	8/0

Responsible Officer	Coordinator - Rates
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Item Number: C.13 **File Number:** D15/89966

SUBJECT HEADING: ORIGIN APLNG SERVICE LEVEL AGREEMENT (SLA) 1 VARIATION 1

Author and Officer's Title: Paul Cummins, Engineer

Executive Summary:

This report sought Council's approval for a budgetary amendment to Origin APLNG – SLA 1.

Resolution No. GM/11.2015/41	
Moved Cr Denton	Seconded Cr Chambers
<p>That Council authorise the Chief Executive Officer (CEO) to sign, on behalf of Council, the Origin APLNG Service Level Agreement 1 Variation 1, for the upgrade and maintenance of Council's Origin APLNG impacted roads, conditional on the variation being to the CEO's satisfaction.</p>	
CARRIED	8/0

Responsible Officer	Engineer
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LATE CONFIDENTIAL ITEMS

Item Number: LC.1 **File Number:** D15/91296

SUBJECT HEADING: EXPRESSION OF INTEREST FOR RECYCLING COLLECTION SERVICES

Author and Officer's Title: Margaret Milla, Coordinator - Waste

Executive Summary:

The Waste Management Strategy recommends that Council implements kerbside recycling collection services in Roma town.

An Expression of Interest will assist Council to consider its options prior to progressing to a tender. This includes testing the interest of providers in supplying the service and determining new ways of meeting the requirements that Council may not be aware of.

Resolution No. GM/11.2015/42

Moved Cr Chambers

Seconded Cr O'Neil

That Council call for Expressions of Interest for the purposes of shortlisting from interested parties to undertake the collection and processing of co-mingled kerbside recycling collection services in:

- a) **Defined Waste Collection Area for Roma; or**
- b) **All Defined Waste Collection Areas in the Maranoa.**

CARRIED

8/0

Responsible Officer

Coordinator - Waste

Cr. Wason declared a perceived 'Conflict of Interest' in the following two (2) items 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 1.33pm, taking no further part in discussion or debate on the items.

Item Number:

LC.2

File Number: D15/78051

SUBJECT HEADING:

QUARRY PRICING

Author and Officer's Title:

Michael Chow, Specialist - Finance Systems Support

Executive Summary:

Based on recent product costing information and current product stock levels, a recommendation is being made for new quarry prices across all products.

Resolution No. GM/11.2015/43

Moved Cr Flynn

Seconded Cr Denton

That Council authorise the Chief Executive Officer to implement the quarry pricing framework as discussed with Council.

CARRIED

7/0

Responsible Officer

Specialist - Finance Systems Support

Item Number:

LC.4

File Number: D15/91444

SUBJECT HEADING:

MANAGEMENT ARRANGEMENTS FOR ROMA QUARRY

Author and Officer's Title:

Julie Reitano, Chief Executive Officer

Executive Summary:

Given changes at the management level for the Roma Quarry, a proposal was tabled for Council's consideration.

Resolution No. GM/11.2015/44

Moved Cr Schefe

Seconded Cr Flynn

That Council endorse:

1. **In principle, the proposed organisational restructure for Resource Coordination as outlined in this report.**

2. Proceeding to a two week consultation period, with the results to be tabled at an upcoming Council meeting.

CARRIED

7/0

Responsible Officer

Chief Executive Officer

At cessation of discussion and debate on the abovementioned two (2) items, Cr. Wason entered the Chamber at 1.37pm.

Item Number:

LC.5

File Number: D15/90378

SUBJECT HEADING:

MINOR AMENDMENT 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.

Resolution No. GM/11.2015/45

Moved Cr Wason

Seconded Cr Chambers

That Council endorse the proposed amendment to the organisational structure as follows:

- **Retitle the position Engineer Infrastructure Contracts to Senior Engineer Infrastructure Contracts (noting no change to remuneration and contract conditions).**

CARRIED

8/0

Responsible Officer

Associate to the CEO & Mayor

Item Number:

C.3

File Number: D15/89205

SUBJECT HEADING:

TENDER 15004 - SALE OF INDUSTRIAL LAND MITCHELL

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. Council was asked to consider the status of the sale and also further options for disposal.

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

Resolution No. GM/11.2015/46

Moved Cr Chambers

Seconded Cr Wason

That, subject to receipt of written correspondence from the previous tenderer (or solicitor acting on their behalf) advising that they no longer wish to purchase land described as Lots 43 – 53 on M15119, Council accept the offer to purchase the aforementioned land received from Vicki Jones trading as Artesian Poly Products for \$55,055 plus GST.

This acceptance is in accordance Section 236 of the Local Government Regulation 2012, which states:

(1) Subject to subsections (2) and (3), a local government may dispose of a valuable non-current asset other than by tender or auction if:

(a) the valuable non-current asset:

(i) was previously offered for sale by tender or auction but was not sold; and

(ii) is sold for more than the highest tender or auction bid that was received;

...

The previous tender received from Mark Justin and Sheridan Michelle Steinhort, which was accepted by Council (GM/12.2014/45), to purchase lots 43 – 53 on M15119 for the tendered price of \$55,000 (plus GST). This sale however did not proceed, and represents a lower sale price than that currently offered of \$55,055(plus GST). The current offer represents the now current market value of the land, including any improvements, as indicated by Council's valuer in this regard.

CARRIED

8/0

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

LC.3

File Number: D15/91290

SUBJECT HEADING:

SAFETY LEADERSHIP PROGRAM BUDGET & ASSOCIATED INITIATIVES 2015/16

Author and Officer's Title:

Claire Alexander, Specialist - Strategic Finance

Executive Summary:

At the Council meeting on 14 October 2015, Council approved (under Resolution No. GM/10.2015/29), 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.*

Resolution No. GM/11.2015/47

Moved Cr Chambers

Seconded Cr Denton

That Council:

1. **Include the Safety Program (GL 2165.2163) in the Q1 Budget Review for 2015/16 with a funding allocation of \$170,000 funded from the budget surplus.**
2. **Authorise the Chief Executive Officer to discuss the initiatives with relevant parties.**

CARRIED

8/0

Responsible Officer	Specialist - Strategic Finance
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CLOSURE

There being no further business, the Mayor thanked Council for their attendance and declared the meeting closed at 1.42pm.

These Minutes are to be confirmed at the next General Meeting of Council to be held on 25 November 2015, at Roma Administration Centre.

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Mayor.

.....
Date.