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**MINUTES OF THE GENERAL MEETING OF MARANOA REGIONAL COUNCIL HELD AT ROMA ADMINISTRATION CENTRE ON 24 JANUARY 2018 COMMENCING AT 9.07AM**

**ATTENDANCE**

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

**AS REQUIRED**

Director Infrastructure Services – Cameron Castles, Director Development, Facilities & Environmental Services – Rob Hayward, Director Corporate, Community & Commercial Services – Sharon Frank, Manager Procurement & Commercial Services – Ryan Gittins, Manager Saleyards – Paul Klar, Manager Community Services – Samantha Thrupp, Manager Program & Contract Management – Cameron Hoffmann, Regional Grants & Council Events Development Coordinator – Sue Sands, Local Development Officer Surat – Joh Hancock, Manager Planning & Building Development – Danielle Pearn, Lead Town Planner – Christopher Tickner, Manager Organisational Development & Human Resources – Noela Ward, and Human Resources & Training Advisor – Ollie Dowd.

**WELCOME**

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

**APOLOGIES**

There were no apologies for the meeting.

**CONFIRMATION OF MINUTES**

**Resolution No. GM/01.2018/01**

**Moved Cr Chambers**

**Seconded Cr Newman**

**That the minutes of the General Meeting held on 13 December 2017 be confirmed.**

CARRIED

9/0

**Resolution No. GM/01.2018/02**

**Moved Cr McMullen**

**Seconded Cr Flynn**

**That the minutes of the Special Meeting held on 20 December 2017 be confirmed.**

CARRIED

9/0

**BUSINESS ARISING FROM MINUTES**

There was no business arising from the minutes.

**ON THE TABLE**

There were no items for discussion on the table.

**PRESENTATIONS/PETITIONS AND DEPUTATIONS**

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

## CONSIDERATION OF NOTICES OF BUSINESS

There were no notices of business for consideration.

## CONSIDERATION OF NOTICES OF MOTION

There were no notices of motion for consideration.

## RECEPTION OF NOTICES OF MOTION FOR NEXT MEETING

No notices of motion were received for the next meeting.

## BUSINESS

### CORPORATE, COMMUNITY & COMMERCIAL SERVICES

**Item Number:** 11.1 **File Number:** D18/3918

**SUBJECT HEADING:** MONTHLY FINANCIAL STATEMENTS DECEMBER 2017

**Officer's Title:** Contractor - Finance Systems Support

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

*The purpose of this report was for Council to receive a monthly financial report in accordance with section 204 of the Local Government Regulation 2012 for the month of December 2017.*

**Resolution No. GM/01.2018/03**

**Moved Cr Chambers**

**Seconded Cr Stanford**

**That the financial reports for 31 December 2017 be received and noted.**

CARRIED

9/0

**Responsible Officer**

**Contractor - Finance Systems Support**

**Item Number:** 11.2 **File Number:** D18/4709

**SUBJECT HEADING:** DELEGATION OF COUNCIL POWERS TO THE CHIEF EXECUTIVE OFFICER - PLANNING ACT 2016

**Officer's Title:** Governance Officer

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

*Council's delegations are reviewed and updated according to changes in state government legislation, as they occur throughout the year.*

*This report sought Council's approval for delegation of Council powers under the Planning Act 2016 to the position of Chief Executive Officer.*

**Resolution No. GM/01.2018/04**

**Moved Cr Flynn**

**Seconded Cr Newman**

**Under section 257 of the *Local Government Act 2009*, Council resolve to delegate the exercise of powers contained in Schedule 1 of the Instruments of Delegation included in the officer's report, to the Chief Executive Officer. These powers must be exercised subject to any limitations contained in Schedule 2 of the attached Instruments of Delegation for the *Planning Act 2016*.**

CARRIED

9/0

**Responsible Officer**

**Governance Officer**

**Item Number:**

**11.3**

**File Number: D18/4837**

**SUBJECT HEADING:**

**DELEGATION OF COUNCIL POWERS TO THE CHIEF EXECUTIVE OFFICER - WATER SUPPLY (SAFETY & RELIABILITY) ACT 2008**

**Officer's Title:**

**Governance Officer**

***Executive Summary:***

*Council's delegations are reviewed and updated according to changes in state government legislation, as they occur throughout the year.*

*This report sought Council's approval for delegation of Council powers under the Water Supply (Safety and Reliability) Act 2008 to the position of Chief Executive Officer.*

**Resolution No. GM/01.2018/05**

**Moved Cr Schefe**

**Seconded Cr Newman**

**Under section 257 of the *Local Government Act 2009*, Council resolve to delegate the exercise of powers contained in Schedule 1 of the Instruments of Delegation included in the officer's report, to the Chief Executive Officer. These powers must be exercised subject to any limitations contained in Schedule 2 of the attached Instruments of Delegation for the *Water Supply (Safety and Reliability) Act 2008*.**

CARRIED

9/0

**Responsible Officer**

**Governance Officer**

**INFRASTRUCTURE SERVICES**

**Item Number:**

**12.1**

**File Number: D18/3166**

**SUBJECT HEADING:**

**MEMORANDUM OF UNDERSTANDING WITH RED CROSS SOCIETY**

**Officer's Title:**

**Project Officer - Community Liaison & Emergency Management**

***Executive Summary:***

*Council, through consultation with the Local Disaster Management Group, has identified the opportunity to enter into a Memorandum of Understanding with Red Cross Society, an organisation that works in partnership with many Queensland local governments in the planning for, response to and recovery from disasters.*

*This service is based around the evacuation of and management of evacuation centres for the benefit of community members. The Red Cross Society is recognised as world leaders in these aspects of disaster management.*

*Council will be eligible to claim the financial costs of the Red Cross Society in the event of an activation through Natural Disaster Relief and Recovery Arrangements (NDRRA) funding for eligible events.*

**Resolution No. GM/01.2018/06**

**Moved Cr McMullen**

**Seconded Cr Chandler**

**That Council authorise the Chief Executive Officer (or delegate) to enter into a Memorandum of Understanding with Red Cross Society for the purpose of assisting Council with planning, response and recovery measures for disasters.**

CARRIED

9/0

**Responsible Officer**

**Project Officer - Community Liaison & Emergency Management**

**Item Number:**

**12.2**

**File Number: D18/4896**

**SUBJECT HEADING:**

**PLANTING OF A NEW TREE AT ROTARY PARK**

**Officer's Title:**

**Support Officer – Program & Contract Management / Maintenance & Construction**

***Executive Summary:***

*Council received a request from the President of Rotary Club to plant a new tree within the Rotary Park grounds, as part of a request from Rotary International President for 2017-2018, Ian Risely that all Clubs pledge to plant a tree on 25 February 2018 as part of his presidential year.*

**Resolution No. GM/01.2018/07**

**Moved Cr O'Neil**

**Seconded Cr Newman**

**That Council support the planting of a new tree at Rotary Park by Rotary Club subject to consultation with Council officers as to location and species.**

CARRIED

9/0

**Responsible Officer**

**Support Officer – Program & Contract Management / Maintenance & Construction**

**Item Number:**

**12.3**

**File Number: D18/4595**

**SUBJECT HEADING:**

**SURAT RIVER WATER ALLOCATION - RAW WATER ESSENTIAL CONSERVATION MEASURES**

**Officer's Title:**

**Team Coordinator - Projects & Compliance (Water, Sewerage & Gas)**

***Executive Summary:***

*Following an extended period of hot dry weather across the region, Surat's level of river extraction has started to move above the permitted allocation. Council is responsible for ensuring that the allocation is not exceeded in order to ensure sufficient allocation is available for the production of potable water for the remainder of the financial year. To stay within the licence limits the current raw water consumption must be reduced. This report set out an action plan to inform the community and implement measures to ensure that consumption can be managed appropriately.*

**Resolution No. GM/01.2018/08**

**Moved Cr Newman**

**Seconded Cr Scheffe**

**That Council:**

1. Distribute an updated issue of the Surat Stats 'water use' publication detailing conservation measures and other relevant usage and quality information.
2. Install automated valving to allow the alternating of the raw water supply between the east and west sides of town, and advise the community via a media release and residential letter drop.
3. Enact and advertise the restricted hours of operation for the raw water supply, as stated in the Surat summer water restrictions.
4. Receive a report monthly with the current level of water consumption.

CARRIED

9/0

**Responsible Officer**

**Team Coordinator - Projects & Compliance  
Water, Sewerage & Gas**

**Item Number:**

**12.4**

**File Number: D17/101486**

**SUBJECT HEADING:**

**FIRE MAIN INSTALLATION - WYNDHAM STREET ROMA**

**Officer's Title:**

**Manager - Water, Sewerage & Gas**

***Executive Summary:***

*A request was received regarding the non-existence of a fire hydrant in the vicinity of a resident's property. The investigation identified that a new water main is required to be installed to meet the requirements of the Regulation code. These works are not included in the current approved capital works program, therefore this report sought approval to undertake the works and allocation of funding.*

**Resolution No. GM/01.2018/09**

**Moved Cr McMullen**

**Seconded Cr Scheffe**

**That Council:**

1. Approve the installation of a fire hydrant in Wyndham Street North, Roma to meet Regulation code requirements.
2. Transfer the estimated cost of \$30,000 from W18651 (Water Capital New Miscamble Street Roma Reservoir and Boost Pump).

CARRIED

9/0

**Responsible Officer**

**Manager - Water, Sewerage & Gas**

The Chief Executive Officer left the Chamber briefly at 9.17am.

**DEVELOPMENT, FACILITIES & ENVIRONMENTAL SERVICES**

<b>Item Number:</b>	<b>13.1</b>	<b>File Number: D17/96842</b>
<b>SUBJECT HEADING:</b>	<b>MATERIAL CHANGE OF USE - "HOTEL" (INCREASE IN INTENSITY 28 ADDITIONAL UNITS)</b>	
<b>Location:</b>	<b>30-32 May Street and 1 Hill Street, Wallumbilla (Lots 11, 12 &amp; 13 on W4097)</b>	
<b>Applicant:</b>	<b>Mark Swan and Sam Senescall C/- Murray and Associates (Qld) Pty Ltd</b>	
<b>Officer's Title:</b>	<b>Planning Officer</b>	

**Executive Summary:**

*The application was for a Development Permit for a Material Change of Use – "Hotel" (increase in intensity – additional 28 rooms) located at 30-32 May Street and 1 Hill Street, Wallumbilla QLD 4428 (properly described as Lots 11, 12 and 13 on W4097).*

*The application is subject to Impact Assessment against the relevant provisions of the Bendemere Shire Planning Scheme 2006. The Maranoa Planning Scheme is also relevant to the assessment of the application, having recently been adopted by Council post lodgement of the application.*

*Public Notification was carried out between 8 November 2017 and 29 November 2017. No properly made submissions were received during this period.*

*The proposed development is generally compliant with the provisions of the Bendemere Shire Planning Scheme 2006 including the Desired Environmental Outcomes and the Urban Area Code. The proposed development is also generally compliant with the applicable provisions of the Maranoa Planning Scheme 2017.*

**Resolution No. GM/01.2018/10**
**Moved Cr Newman**
**Seconded Cr Scheff**

**That the development application for a Material Change of Use – "Hotel" (increase in intensity – 28 additional rooms) located at 30-32 May Street and 1 Hill Street, Wallumbilla QLD 4428 (properly described as Lots 11, 12 and 13 on W4097), be approved subject to the following conditions:**

**Preamble**

- (i) Refer to <http://www.cmdg.com.au/> for the Capricorn Municipal Development Guidelines (CMDG).**
- (ii) The relevant planning scheme for this development is the Bendemere Shire Planning Scheme 2006. All references to the 'Planning Scheme' and 'Planning Scheme Schedules' within these conditions refer to this planning scheme.**
- (iii) The land use rating category may change upon commencement of any newly approved use on the site. Council's current Revenue Statement, which includes the minimum general rate levy for the approved use/s, can be viewed on the Council Website: [www.maranoa.qld.gov.au](http://www.maranoa.qld.gov.au).**
- (iv) All Aboriginal Cultural Heritage in Queensland is protected under the (*Aboriginal Cultural Heritage Act 2003*) and penalty provisions apply for any unauthorised harm. Under the legislation a person carrying out an activity must take all reasonable and practicable measures to ensure the activity does not harm Aboriginal Cultural Heritage. This applies whether or not such places are recorded in an official register and whether or not they are located in, on or under private land. The developer is responsible for implementing reasonable and practical measures to ensure the Cultural Heritage Duty of Care Guidelines are met and for obtaining any clearances required from the responsible entity.**

(v) The *Environmental Protection Act 1994* states that a person must not carry out any activity that causes, or is likely to cause, environmental harm unless the person takes all reasonable and practicable measures to prevent or minimise the harm. Environmental harm includes environmental nuisance. In this regard, persons and entities involved in the operation of the approved works are to adhere to their 'general environmental duty' to minimise the risk of causing environmental harm to adjoining premises.

(vi) The developer is to pay all infrastructure charges levied for the approved development – refer to Adopted Infrastructure Charges Notice.

**CONDITIONS OF APPROVAL APPLICABLE TO STAGE 1 AND STAGE 2**

**Use**

1. The approved development is a Material Change of Use – “Hotel” (Increase in Intensity – 28 Rooms) as shown on the approved plans.

2. The approved development is permitted to occur in the following two stages;

Stage 1: Consisting twelve (12) rooms shown on approved drawing 1 – “Site Plan” Prepared by e.designers Quality Building Designers, dated 15/09/2017.

Stage 2: Consisting of an additional sixteen (16) rooms shown on approved drawing 1 – “Site Plan” Prepared by e.designers Quality Building Designers, dated 15/09/2017.

Unless otherwise stated, the conditions of approval relate to all stages of the approved development.

**Approved Plans and Documents**

3. Maintain the approved development - Material Change of Use – “Hotel” (Increase in Intensity – 28 Rooms) generally in accordance with the following approved plans, subject to and modified by any conditions of this approval:

Plan/Document number	Plan/Document name	Date
1	Site Plan	15/09/2017
2	Site Elevations	15/09/2017
3	Cabin Floor Plan & Elevations	15/09/2017
4	PWD Cabin Floor Plan & Elevations	15/09/2017
18205603 Issue P1	Concept Stormwater Management Plan	23/10/2017
18205604 Issue P1	Concept Stormwater Sections	23/10/2017
182056 Issue A	Effluent Design Report Prepared by Brandon & Associates	20/10/2017
CMDG-R-042 Rev F	Commercial Driveway Slab Type A – Two Way Access	12/2016
<b>Capricorn Municipal Development Guidelines</b>		
D5	CMDG – Stormwater Drainage	01/17
D7	CMDG – Erosion Control and Stormwater Management	03/12
D11	CMDG – Water Reticulation	01/17
D5	CMDG – Stormwater Drainage	01/17

4. Any civil engineering and related work shall be designed and supervised by Registered Professional Engineers of Queensland (RPEQ) who are competent in the construction of the works.

5. All works must comply with:

- a) the development approval conditions;
- b) any relevant provisions in the Planning Scheme;
- c) Council’s standard designs for such work where such designs exist;

- d) the Capricorn Municipal Development Guidelines;
- e) any relevant Australian Standard that applies to that type of work; and
- f) any alternative specifications that Council has agreed to in writing and which the developer must ensure do not conflict with any requirements imposed by any applicable laws and standards.

#### **Repair Damaged Infrastructure**

- 6. The developer is responsible for locating and protecting any Council and public utility services, infrastructure and assets.
- 7. Any damage to roads and infrastructure that is attributable to the progress of works on the site or vehicles associated with the development of the site, must be repaired in accordance with the asset owners' requirements and specifications and to the satisfaction of the asset owners' representative(s).

#### **Avoiding Nuisance**

- 8. No nuisance is to be caused to adjoining properties and occupiers by the way of smoke, dust, rubbish, contaminant, stormwater discharge or siltation at any time.
- 9. Unless otherwise approved in writing by the Council, approved hours of construction are restricted to Monday – Saturday 6.30am to 6.30pm – noise permitted. Work or business which causes audible noise must not be conducted from or on the subject land outside the above times or on Sundays or Public Holidays.
- 10. Any air conditioning, generator, refrigeration, pump, exhaust, fans, or other equipment must be acoustically screened to ensure noise levels do not exceed 5dB above the background noise level.
- 11. Lighting of the site, including any security lighting, shall be such that the lighting intensity does not exceed 8.0 lux at a distance of 1.5 metres from the site at any property boundary.
- 12. All lighting shall be directed or shielded so as to ensure that no glare directly affects nearby properties.
- 13. The area and its surrounds shall be kept in an orderly fashion, free of rubbish and clear of weeds and long grasses. The approved development and the premises are to be maintained in a clean and tidy condition and not to pose any health and safety risks to the community.

#### **Refuse storage**

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

#### **Erosion Control**

- 15. All construction works on site are to be undertaken in accordance with the Institute of Engineers (Australia) (IEAUST) Soil Erosion and Sediment Control Engineering Guidelines for Queensland Construction sites.
- 16. If there is a possibility of erosion or silt or other materials being washed off the property during the development process, the developer must document and implement a management plan that prevents this from occurring.



17. The developer shall immediately clean up and satisfactorily remove any deposited construction material or silt runoff from the development site.
18. Should it be necessary for the road and/or drainage system to be reinstated or cleaned up due to erosion and/or sedimentation from the site, then such works shall be at no cost to Council. Such works shall be undertaken immediately where there is a potential hazard to pedestrians and/or passing traffic.

#### Services

19. The development is to be provided with a water connection, up to and including a path cock, to Council's reticulated water supply system in accordance with the CMDG and specifically the Water Services Association of Australia (WSAA) publication WSA03-2002 Water Reticulation Code of Australia (version 2.3).
20. The development must be provided with an onsite effluent disposal system in accordance with approved document "Effluent Design Report" Prepared by Brandon and Associates, dated 20/10/2017 and AS/NZS 1547:2012.
21. A development permit for plumbing and drainage works must be obtained from Council for any onsite sewerage system provided onsite.
22. Disposal of effluent from the holding tank onsite is to be performed by a suitably licensed contractor.
23. A copy of the sewerage pump out records are to be kept on site and be made readily available for inspection at all times. Council or its representatives are entitled to inspect the sewerage pump out records at any time to ensure that the approved use is operating in accordance with the Effluent Design Report dated 20/10/2017 prepared by Brandon & Associates.
24. The development is to be connected to a reticulated electricity supply service in accordance with the relevant service provider's requirements and specifications along with relevant building standards, requirements and specifications (as relevant).
25. If the premises is connected to a telecommunications service, then such works shall be undertaken in accordance with the relevant service provider's requirements and specifications along with relevant building standards, requirements and specifications (as relevant).
26. All services installation, including sewer, water, electricity and telecommunications connections to the respective networks, must comply with (i) the development approval conditions, (ii) any relevant provisions in the planning scheme for the area, (iii) Council's standard designs for such work where such designs exist (iv) the Capricorn Municipal Development Guidelines (v) any relevant Australian Standard that applies to that type of work and (vi) any alternative specifications that Council has agreed to in writing and which the developer must ensure do not conflict with any requirements imposed by any applicable laws and standards.
27. Any conflicts associated with proposed and existing services shall be forwarded by the developer to the appropriate controlling authority for approval of any proposed changes.

#### Stormwater and Drainage

28. Stormwater must not be allowed to pond on the property being developed during the development process and after the development has been completed.
29. Post-development stormwater runoff flows from the development site are not to exceed the volume and velocity of pre-development stormwater runoff flows to adjoining properties or roads.

30. There must be no increases in any silt loads or contaminants in any overland flow from the property being developed during the development process and after the development has been completed.

31. The stormwater disposal system must be designed to include appropriate pollution control devices or methods to ensure no contamination or silting of creeks or other waterways.

#### **Access, Car Parking & Manoeuvring**

32. The developer shall be responsible for the construction and maintenance of vehicle crossovers from the site boundary to external roadways, and for obtaining any approvals that may be required and for complying with the applicable designs and standards.

33. Vehicle crossovers must be located a minimum distance of one metre from any power pole, street signage, street lights, manholes, stormwater gully pits or other Council assets, unless otherwise specified in the applicable development standards and specifications.

34. Vehicles entering and exiting the development site must be able to enter and leave in forward direction. Vehicle manoeuvres in this regard are to be totally contained within the development site boundaries.

35. All vehicle movements within the site are to be clear of proposed parking areas, buildings and landscape treatments. Vehicle parking bays must not encroach into swept paths for vehicle movement's onsite.

36. Vehicle access and manoeuvring areas are to comply with AS/NZS 2890.1:2004 Parking facilities Part 1: Off-street car parking.

37. Service vehicle access and manoeuvring is to be designed in accordance with AS/NZS 2890.2:2004 - Parking facilities Part 2: Off-street commercial vehicle facilities requirements.

38. Parking bay configurations (width and lengths) are to be in accordance with AS/NZS 2890.1:2004 Parking Facilities Part 1: Off-Street Car Parking.

39. Disabled car parking bays shall be designed in accordance with AS/NZS 2890.6:2009 Parking Facilities Part 1: Off-Street Car Parking.

40. All onsite access and manoeuvring areas are to be sealed with an approved impervious surface. Surfacing shall consist of reinforced concrete, concrete pavers, segmental clay pavers, asphaltic hotmix or two coat (primerseal/seal) bitumen seal.

41. Parking associated with the approved use must be contained within the development site area. No on-street parking is permitted at any time.

42. All parking spaces are to be clearly delineated with an appropriate line-marking paint that meets the applicable Australian Standard.

43. All vehicular access and related items must comply with (i) the development approval conditions, (ii) any relevant provisions in the planning scheme for the area including Schedule 2: "Standards for Roads, Car Parking, Access and Manoeuvring Areas", (iii) Council's standard designs for such work where such designs exist, (iv) any relevant Australian Standard that applies to that type of work and (vi) the Capricorn Municipal Development Guidelines (CMDG) and (vii) any alternative specifications that Council has agreed to in writing and which the developer must ensure do not conflict with any requirements imposed by any applicable laws and standards.

#### **Landscaping**

44. Landscaping is to be irrigated during an establishment period of two years, and ground covers should fully cover vegetated areas within one year of planting.
45. Site landscaping must not interfere with vehicle access ways, electrical infrastructure nor restrict maintenance access to any onsite infrastructure, public utility or easement.
46. Any dead or unhealthy plants must be promptly replaced throughout the life of the development.

#### **Advertising Signs**

47. Any proposed advertising signage in addition to that identified in the approved development plans, is subject to a further development approval unless compliant with the self-assessable development provisions of the planning scheme in force at the time.
48. Any free-standing advertising signage or structure to be constructed on site shall be designed by an RPEQ (Structural) Engineer and certification provided for both design and construction.

#### **No Cost to Council**

49. Services and infrastructure required in connection with the establishment of the approved development must be provided at the developer's cost.
50. The developer is responsible for meeting all costs associated with the approved development unless there is specific agreement by other parties, including the Council, to meeting those costs.

#### **Latest versions**

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

#### **Application Documentation**

52. It is the developer's responsibility to ensure that all entities associated with this Development Approval have a legible copy of the Decision Notice and the Approved Plans and Approved Documents bearing 'Council Approval'.

### **CONDITIONS OF APPROVAL APPLICABLE TO STAGE 1**

#### **Use**

53. The lots subject to the approved development (Lots 11, 12 and 13 on W4097) shall be amalgamated to create a single lot within six months of this approval taking effect. A copy of the registered survey plan shall be submitted to Council once the new lot has been created.
54. Conditions relating to the development of Stage 1, including the requirement to obtain development approval for building works and plumbing and drainage works, must be fulfilled within 6 months from the date that this development approval takes effect.
55. Prior to the commencement of the use, the applicant shall contact Council to arrange a development compliance inspection.

#### **Access, Car Parking & Manoeuvring**

56. The existing vehicle crossovers from May Street is to be upgraded and located generally in accordance with approved drawing 1 – “Site Plan” Prepared by e.designers Quality Building Designers, dated 15/09/2017.
57. The vehicle crossover is to be constructed in accordance with CMDG Drawing-R-042 Rev F – Commercial Driveway Slab Type A – Two Way Access, dated 12/2016.
58. A minimum of twenty-one (21) car parking spaces, including one (1) car parking space for persons with disabilities, are to be provided within the development site area.

#### **Stormwater and Drainage**

59. Stormwater runoff from roofs and impervious surfaces is to be collected and discharged in accordance with the CMDG – D5 Design Guidelines ‘Stormwater Drainage Design’.

#### **Landscaping**

60. The existing landscaped areas adjacent to the Hill Street frontage of the site are to be retained and maintained with established trees, shrubs and ground covers for the life of the development.
61. Additional onsite landscaping is to be provided at the rear of Accommodation Units 1-8 to screen and provide separation from the area of the site reserved for effluent treatment (i.e. treatment beds). Vegetation should consist of species suitable to provide a visual and physical barrier.

### **CONDITIONS OF APPROVAL APPLICABLE TO STAGE 2**

#### **Use**

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

#### **Access, Car Parking & Manoeuvring**

63. The existing vehicle crossovers from Hill Street is to be upgraded and located generally in accordance with approved drawing 1 – “Site Plan” Prepared by e.designers Quality Building Designers, dated 15/09/2017.
64. The vehicle crossover is to be constructed in accordance with CMDG Drawing-R-042 Rev F – Commercial Driveway Slab Type A – Two Way Access, dated 12/2016.
65. A minimum of sixteen (16) car parking spaces, including two (2) car parking spaces for persons with disabilities, are to be provided within the development site area.

#### **Stormwater and Drainage**

66. Stormwater runoff from roofs and impervious surfaces is to be collected and discharged generally in accordance with approved drawing 18205603 – “Concept Stormwater Plan” Prepared by Brandon and Associates and in accordance with the CMDG – D5 Design Guidelines ‘Stormwater Drainage Design’.
67. Written confirmation from a suitably qualified professional (RPEQ) that the table drain on Hill Street can cater for the stormwater flows from Stage 2 of the approved the development shall be submitted to Council prior to the commencement of works for Stage 2.

**Note: Any modification to the Hill Street table drain to accommodate stormwater flows from the approved development will require an operational works approval prior to any works being undertaken.**

**Landscaping**

**68. Landscaping is to be established to the extent shown on approved drawing 1 – “Site Plan” Prepared by e.designers Quality Building Designers, dated 15/09/2017.**

CARRIED

9/0

<b>Responsible Officer</b>	<b>Planning Officer</b>
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**Item Number: 13.2 File Number: D17/100877**

**SUBJECT HEADING: REGIONAL POOL REPORT - OCTOBER 2017**

**Officer’s Title: Administration Officer - Council Buildings & Structures**

***Executive Summary:***

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

*The pools are operated by contractors under management agreements. Contractors provide monthly reports to Council identifying attendance, pool temperatures, chemical levels, maintenance issues and consumables.*

*Reports for the month of October for the Great Artesian Spa, Mitchell Memorial Swimming Pool, Injune Swimming Pool, Surat Swimming Pool and Denise Spencer Memorial Pool Roma were presented.*

**Resolution No. GM/01.2018/11**

**Moved Cr Schefe**

**Seconded Cr Chandler**

**That Council receive the regional swimming pool reports for the month of October 2017.**

CARRIED

9/0

<b>Responsible Officer</b>	<b>Administration Officer - Council Buildings &amp; Structures</b>
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**Item Number: 13.3 File Number: D17/101224**

**SUBJECT HEADING: REGIONAL POOL REPORT - NOVEMBER 2017**

**Officer’s Title: Administration Officer - Council Buildings & Structures**

***Executive Summary:***

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

*The pools are operated by contractors under management agreements. Contractors provide monthly reports to Council identifying attendance, pool temperatures, chemical levels, maintenance issues and consumables.*

*Reports for the month of November for the Great Artesian Spa, Mitchell Memorial Swimming Pool, Injune Swimming Pool, Roma Denise Spencer Pool and Surat Swimming Pool were presented.*

**Resolution No. GM/01.2018/12**
**Moved Cr Newman**
**Seconded Cr Stanford**
**That Council receive the regional swimming pool reports for the month of November 2017.**

CARRIED

9/0

**Responsible Officer**
**Administration Officer - Council Buildings & Structures**
**Item Number:**

13.4

**File Number:** D18/4599

**SUBJECT HEADING:**
**REQUEST FOR ANZAC DAY 2018 SERVICE AT GUNNEWIN**
**Officer's Title:**
**Associate to the Chief Executive Officer**
***Executive Summary:***
*Council received a request to hold a dawn service at Gunnewin on Anzac Day 2018.*
**Resolution No. GM/01.2018/13**
**Moved Cr Chandler**
**Seconded Cr Stanford**
**That Council provide its in principle support for a dawn service to be held at Gunnewin on Anzac Day 2018, pending:**

1. Further details of the costs (both in kind and financial) involved in holding the service at Gunnewin being provided to Council for approval at a future meeting.
2. Planning and scheduling being finalised for all Anzac Day 2018 services across the region.

CARRIED

9/0

**Responsible Officer**
**Associate to the Chief Executive Officer**
**Item Number:**

13.5

**File Number:** D18/4800

**SUBJECT HEADING:**
**PROJECT AMENDMENT - YULEBA RACECOURSE RESERVE WEED CONTROL**
**Officer's Title:**
**Rural Land Services & Funding Officer/Team Coordinator**
***Executive Summary:***
*Council officers have met with members of the Bendemere Pony Club in regard to Special Project Work Order 18865, to control Mimosa on the Racecourse reserve at Yuleba. As a result of this meeting, an amendment to the scope of works was proposed.*
**Resolution No. GM/01.2018/14**
**Moved Cr Newman**
**Seconded Cr Chandler**
**That Council approve the amended area as identified in the map attached to the officer's report of proposed works for the control of Mimosa at the Yuleba Racecourse reserve, noting that the revised scope will reduce the area of stick raking and blade ploughing from 50 hectares to approximately 3.4 hectares (either side of the road into the Pony Club grounds from the Warrego Highway – and adjacent to the loading ramp).**

CARRIED

9/0

**Responsible Officer**
**Rural Land Services & Funding Officer/Team Coordinator**

**Item Number:** 13.6 **File Number:** D18/5166  
**SUBJECT HEADING:** REQUEST FOR ASSISTANCE - ROMA BOTTLE TREES AND HEROES AVENUE  
**Applicant:** RSL Roma Sub Branch  
**Officer's Title:** Associate to the Chief Executive Officer

**Executive Summary:**

*Council received a request from the RSL Roma Sub Branch for assistance to provide and install two additional remembrance concrete blocks in front of the RSL Hall on Quintin Street, Roma.*

**Resolution No. GM/01.2018/15**

**Moved Cr O'Neil**

**Seconded Cr Scheffe**

**That:**

1. Council provide its in principle support for the request received from RSL Roma Sub Branch for assistance to provide and install two additional remembrance concrete blocks in Quintin Street, Roma.
2. The appropriate costings be provided to Council for consideration at the next General Meeting.

CARRIED

9/0

**Responsible Officer**

**Associate to the Chief Executive Officer**

**SUBJECT HEADING: SUSPENSION OF STANDING ORDERS**  
 COUNCIL ADJOURNED THE MEETING FOR A BRIEF RECESS AT 9.29AM

**SUBJECT HEADING: RESUMPTION OF STANDING ORDERS**  
 COUNCIL RESUMED THE MEETING AT 10.09AM

## 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;
- (f) starting or defending legal proceedings involving the local government;
- (h) other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage;

**Resolution No. GM/01.2018/16**

**Moved Cr Flynn**

**Seconded Cr McMullen**

**That Council close the meeting to the public at 10.09am.**

CARRIED

9/0

Cr. Chambers declared a 'Conflict of Interest' in relation to item C.4 – Consent to Easement - Lot 13 SP260550, due to her position as Secretary of Maranoa Diggers Race Club. Cr. Chambers left the Chamber at 10.11am, taking no part in discussion on the matter.

At cessation of discussion on the abovementioned item, Cr. Chambers returned to the Chamber at 10.12am.

Cr. Stanford declared a 'Conflict of Interest' in relation to Item C.6 – 2018 Australia Day Nominees, due to her being an executive member of one of the group applications put forward for Council's consideration. Cr. Stanford left the Chamber at 10.21am, taking no part in discussion or debate on the matter.

At cessation of discussion on the abovementioned item, Cr. Stanford returned to the Chamber at 10.32am.

COUNCIL ADJOURNED THE MEETING FOR MORNING TEA AND A PRESENTATION AT 10.39AM.

COUNCIL RESUMED THE MEETING IN CLOSED SESSION AT 11.50AM.

The Mayor did not return to the Chamber when the meeting resumed. Deputy Mayor, Cr. Chambers, took the role of Acting Chair in his absence.

The Mayor returned to the Chamber at 12.12pm and resumed the role of Chair.

Cr. Flynn left the Chamber at 12.46pm, and returned again at 12.49pm.

The Mayor left the Chamber at 12.51pm and did not return prior to the meeting being adjourned.

COUNCIL ADJOURNED THE MEETING FOR LUNCH AT 12.57PM.

COUNCIL RESUMED THE MEETING IN CLOSED SESSION AT 1.39PM.

Deputy Mayor, Cr. Chambers, took the role of Acting Chair when the meeting resumed, in the Mayor's absence.

Cr. Flynn did not return to the Chamber prior to the meeting resuming.

The Mayor returned to the Chamber at 1.50pm and resumed the role of Chair.

Cr. O'Neil left the Chamber at 1.51pm, and returned again at 2.34pm.

Cr. Flynn returned to the Chamber at 2.00pm.

The Mayor left the Chamber 2.31pm, and returned again at 2.35pm.

**Resolution No. GM/01.2018/17**

**Moved Cr O'Neil**

**Seconded Cr McMullen**

**That Council open the meeting to the public at 3.00pm.**

CARRIED

9/0



Cr. Chandler left the Chamber at 3.00pm, and returned again at 3.03pm.

**Item Number:** C.1 **File Number:** D17/101996

**SUBJECT HEADING:** BIG RIG MONTHLY REPORT

**Officer's Title:** Administration Officer - Council Buildings & Structures

**Executive Summary:**

*The Big Rig reports for the months of October and November 2017 were presented for Council's information*

<b>Resolution No. GM/01.2018/18</b>	
<b>Moved Cr Chandler</b>	<b>Seconded Cr Stanford</b>
<b>That Council receive the Big Rig reports as presented.</b>	
CARRIED	9/0

<b>Responsible Officer</b>	<b>Administration Officer - Council Buildings &amp; Structures</b>
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**Item Number:** C.2 **File Number:** D17/102366

**SUBJECT HEADING:** APPLICATION FOR PERMIT TO OCCUPY - STOCK ROUTE ADJOINING LOT 10 ON KE64

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

**Executive Summary:**

*Council received an application for permission to occupy over stock route adjoining land described as Lot 10 on KE64 for the purpose of grazing and construction of an exclusion fence.*

<b>Resolution No. GM/01.2018/19</b>	
<b>Moved Cr Newman</b>	<b>Seconded Cr Flynn</b>
<b>That Council:</b>	
<ol style="list-style-type: none"> <li>1. Offer no objection to the application for a Permit to Occupy over stock route adjoining land described as Lot 10 on KE64 noting that the land is still required for its gazetted purpose.</li> <li>2. As Trustee of the Reserve, authorise that use of the land be dealt with under the <i>Land Act 1994</i> by the Department of Natural Resources, Mines and Energy.</li> </ol>	
CARRIED	9/0

<b>Responsible Officer</b>	<b>Administration Officer - Land Administration</b>
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**Item Number:** C.3 **File Number:** D18/2866

**SUBJECT HEADING:** APPLICATION FOR CONVERSION OF TENURE - LOTS 10 & 72 ON WV801, LOT 49 ON WV635 AND LOTS 170 & 171 ON WV636

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

**Executive Summary:**

The Department of Natural Resources, Mines and Energy sought Council's views on applications it has received for conversion of the following Grazing Homestead Perpetual Leases (GHPL) to freehold tenure.

**Resolution No. GM/01.2018/20**

Moved Cr Newman

Seconded Cr Stanford

That Council advise the Department of Natural Resources, Mines and Energy that it has no objection to the conversion of the following Grazing Homestead Perpetual Leases to freehold tenure:

- GHPL 36/7806 over Lots 10 and 72 on WV801
- GHPL 36/7834 over Lot 49 on WV635 and Lots 170 and 171 on WV636

CARRIED

9/0

**Responsible Officer**

**Administration Officer - Land Administration**

Cr. Chambers declared a 'Conflict of Interest' in relation to the following item, due to her position as Secretary of Maranoa Diggers Race Club. Cr. Chambers left the Chamber at 3.05pm, taking no part in discussion on the matter.

**Item Number:** C.4 **File Number:** D18/2499

**SUBJECT HEADING:** CONSENT TO EASEMENT - LOT 13 SP260550

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

**Executive Summary:**

Council received correspondence from Ergon Energy requesting consent for an easement through Lot 13 on SP260550, being Reserve for Camping and Water for which Council is trustee.

**Resolution No. GM/01.2018/21**

Moved Cr McMullen

Seconded Cr Chandler

That Council consent to the granting of an easement through Lot 13 on SP260550, being Reserve for Camping and Water, to Ergon Energy for the purpose of extending the powerline to service Lot 123 on DL188.

CARRIED

8/0

**Responsible Officer**

**Lead Land Administration Officer**

At cessation of discussion and debate on the abovementioned item, Cr. Chambers returned to the Chamber at 3.06pm.

**Item Number:** C.5 **File Number:** D18/4772

**SUBJECT HEADING:** 95TH ANNIVERSARY OF COBB AND CO.  
 COMMEMORATIVE TRAIL RIDE

**Officer's Title:** Local Development Officer - Surat

**Executive Summary:**

*Yuleba Development Group Inc., in partnership with Surat and District Development Association are planning the 95<sup>th</sup> anniversary of Cobb and Co.*

*The commemorative trail ride is held every five years with the next event planned for 23 – 25 August 2019. Event organisers are applying for a Destination Events grant and requested Council's in kind support of this event for the application.*

**Resolution No. GM/01.2018/22**

**Moved Cr Chandler**

**Seconded Cr Chambers**

**That Council:**

1. Recognise the 95<sup>th</sup> Anniversary of Cobb and Co. Commemorative Trail Ride as one of the Maranoa's major events for 2019.
2. Support the 95<sup>th</sup> Anniversary of Cobb and Co. Commemorative Trail Ride by way of providing in kind assistance up to the value of \$95,000 in future budget deliberations.
3. Write a letter of support for Yuleba Development Group Inc. and Surat and District Development Association for the grant application.

CARRIED

9/0

**Responsible Officer**

**Local Development Officer - Surat**

Cr. Stanford declared a 'Conflict of Interest' in relation to the following item, due to her being an executive member of one of the group applications put forward for Council's consideration. Cr. Stanford left the Chamber at 3.08pm, taking no part in discussion or debate on the matter.

**Item Number:** C.6 **File Number:** D18/5069

**SUBJECT HEADING:** 2018 AUSTRALIA DAY AWARD NOMINEES

**Officer's Title:** Councillors' Support & Community Engagement Officer

**Executive Summary:**

*An assessment panel has reviewed the nominations for the Maranoa 2018 Australia Day Awards.*

**Resolution No. GM/01.2018/23**

**Moved Cr O'Neil**

**Seconded Cr McMullen**

**That Council accept the recommendations from the Awards Assessment Panel for the 2018 Australia Day Award Recipients for the Maranoa region, and reflect the discussion during Council's meeting of 24 January 2018 by way of update.**

CARRIED

8/0

**Responsible Officer**

**Councillors' Support & Community  
 Engagement Officer**

At cessation of discussion and debate on the abovementioned item, Cr. Stanford returned to the Chamber at 3.09pm.

**Item Number:** C.7 **File Number:** D17/98593

**SUBJECT HEADING:** ROMA SALEYARDS - INNOVATIVE SELLING METHODS

**Officer's Title:** Manager - Saleyards

**Executive Summary:**

*One of the key actions In Council's Corporate Plan 2014-2019 for Roma Saleyards is to Identify and implement innovative selling methods, taking advantage of technological advances in online buying and selling at Roma Saleyards.*

*With the recent advances in online auction platforms, this report proposed that Council investigate these technologies and their current suitability to the Roma Saleyards operations.*

<b>Resolution No. GM/01.2018/24</b>	
<b>Moved Cr Flynn</b>	<b>Seconded Cr Newman</b>
<b>That Council:</b>	
<ol style="list-style-type: none"> <li>1. Meet with all Roma Livestock Agents Association members to discuss Council's intention to investigate options for online auction services at Roma Saleyards.</li> <li>2. Pursuant to section 228(5) of the <i>Local Government Regulation 2012</i>, invite expressions of interest for the purpose of shortlisting tenders for an online auction platform for Roma Saleyards.</li> </ol>	
CARRIED	9/0

<b>Responsible Officer</b>	<b>Manager - Saleyards</b>
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**Item Number:** C.8 **File Number:** D18/4307

**SUBJECT HEADING:** ROMA SALEYARDS - MONTHLY BUSINESS REPORT - DECEMBER 2017

**Officer's Title:** Manager - Saleyards

**Executive Summary:**

*This report was presented to Council to provide a summary of the performance of Council's Roma Saleyards for the month of December, and year to date. The information in this report aims to review the month's activities, give an overview of financial performance and bring to Council's attention any emerging issues.*

<b>Resolution No. GM/01.2018/25</b>	
<b>Moved Cr Flynn</b>	<b>Seconded Cr McMullen</b>
<b>That Council receive and note the officer's report as presented.</b>	
CARRIED	9/0

<b>Responsible Officer</b>	<b>Manager - Saleyards</b>
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**Item Number:** C.9 **File Number:** D18/1075

**SUBJECT HEADING:** REQUEST TO KEEP A SHEEP ON AN ALLOTMENT WITHIN THE DESIGNATED TOWN AREA

**Officer's Title:** Associate to the Director – Corporate, Community & Commercial Services

**Executive Summary:**

*Council received a request from a resident seeking approval to keep a sheep in the town designated area which is currently prohibited in certain circumstances under Local Law No. 2 (Animal Management) 2011 Section 5 and Subordinate Local Law (Animal Management) 2011 Schedule 1.*

**Resolution No. GM/01.2018/26**

**Moved Cr Stanford**

**Seconded Cr Newman**

**That Council:**

1. Provide a further extension of time to allow Council officers to work with the resident to look at alternate options for allotments that would meet the requirements under Local Law No. 2 (Animal Management) 2011 Section 5 and Subordinate Local Law No. 2 (Animal Management) 2011 Schedule 1, 5 (a) & (b).
2. In parallel with point 1, advise the customer of the need to continue looking at a solution for the rehoming of the animals in the event that a suitable alternate option that meets the local law cannot be found.

CARRIED

7/2

The Mayor called for a division of the vote.

The outcomes were recorded as follows:

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

**Responsible Officer**

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

**Item Number:** C.10 **File Number:** D18/3657

**SUBJECT HEADING:** APPLICATIONS FOR RATE PAYMENT ARRANGEMENTS - ASSESSMENT NUMBERS 14010227, 14025779, 14025852

**Officer's Title:** Rates Officer

**Executive Summary:**

*Applications for rates payment arrangements have been received from various ratepayers. The timeframes the applicants have proposed to have their rates paid in full extends beyond the current financial year timeframe that is adopted in Council's adopted Revenue Statement.*

**Resolution No. GM/01.2018/27**
**Moved Cr Newman**
**Seconded Cr O'Neil**

That Council approve the payment arrangements as set out in the table below subject to all rates, charges and arrears accumulated being paid in full by 30 June 2019:

Assessment No.	Payment Arrangement
14010227	\$220 / fortnight
14025779	\$132 / fortnight
14025852	\$250 / fortnight

CARRIED

9/0

**Responsible Officer**
**Rates Officer**
**Item Number:**
**C.11**
**File Number: D17/97540**
**SUBJECT HEADING:**
**TENDER 18025 - INJUNE ACCOMMODATION - INJUNE TAROOM AND BONNYDOON ROAD PROJECTS**
**Officer's Title:**
**Manager - Procurement & Commercial Services**
**Executive Summary:**

Council publicly invited suitable businesses to tender for the supply of accommodation and catering for the Injune Taroom and Bonnydoon Road Upgrade Project staff.

The tender period opened on 22 December 2017 and closed on 22 January 2018.

**Resolution No. GM/01.2018/28**
**Moved Cr Newman**

That the matter lay on the table for further consideration at the General Meeting on 14 February 2018.

CARRIED

8/1

Cr McMullen requested his vote against the motion be recorded.

**Responsible Officer**
**Manager - Procurement & Commercial Services**

Cr. Flynn declared a perceived 'Conflict of Interest' in the following item, due to his personal business operations at the Roma Airport. Cr. Flynn left the Chamber at 3.16pm, taking no part in discussion or debate on the matter.

**Item Number:**
**C.12**
**File Number: D18/4281**
**SUBJECT HEADING:**
**TENDER 18004 - LEASE OF ROMA AIRPORT KIOSKS AND CAR PARKS**
**Officer's Title:**
**Manager - Procurement & Commercial Services**
**Executive Summary:**

Council publicly advertised the tender, inviting interested parties to submit tenders for the lease of Roma Airport kiosks and car parks.

This report was tabled to advise Council about the results of the negotiation process.

**Resolution No. GM/01.2018/29**

**Moved Cr Chambers**

**Seconded Cr Scheffe**

**That Council:**

1. **Select the below listed entities as the preferred tenderers for Tender 18004 – Lease of Roma Airport Kiosks and Car Parks (in alphabetical order), option two as referenced in the officer’s report:**
  - **Hertz Australia Pty Ltd**
  - **Jonday Holdings Pty Ltd T/A Thrifty Car Rentals**
  - **Stromben Pty Ltd T/A Avis Toowoomba**
2. **Authorise the Chief Executive Officer (or delegate) to enter into final negotiations with the preferred tenderers and accept the leases if the final terms are acceptable.**
3. **Assign income to GL01511.1040.1003 (Airport Operating Revenue – Kiosk Rental Fees – Commercial Fees & Charges)**

CARRIED

8/0

**Responsible Officer**

**Manager - Procurement & Commercial Services**

At cessation of discussion and debate on the abovementioned item, Cr. Flynn entered the Chamber at 3.17pm.

**Item Number:**

**C.13**

**File Number: D18/4284**

**SUBJECT HEADING:**

**ENGAGEMENT OF SOLE SUPPLIER - ROMA NETBALL COURT SURFACE**

**Officer’s Title:**

**Manager - Procurement & Commercial Services**

***Executive Summary:***

*This report was tabled to seek Council’s approval to engage a sole supplier for the supply of the specialised court surfacing system, as per the Netball Australia National Facilities Policy, for the new Roma Netball Court Project.*

**Resolution No. GM/01.2018/30**

**Moved Cr Scheffe**

**Seconded Cr Flynn**

**That:**

1. **Council resolve to engage California Sports Surfaces Pty Ltd to supply 5,838m<sup>2</sup> of Rebound Ace HSA Club surface for the Roma Netball Court Project.**
2. **The engagement be made in accordance with s 235(a) of the *Local Government Regulation 2012*, that: *the local government resolves it is satisfied that there is only 1 supplier who is reasonably available.***
3. **Council authorise the Chief Executive Officer (or delegate) to enter into final negotiations with California Sports Surfaces Pty Ltd and raise a purchase order if the final terms are acceptable.**
4. **Expenditure be assigned to W18351.2929.2001 2001 (Economic and Community Development Capital Works New Roma Sport and Recreation – Court Surfacing – Materials & Services)**

CARRIED

9/0

**Responsible Officer**

**Manager - Procurement & Commercial Services**

Item Number: C.14 File Number: D18/4630

**SUBJECT HEADING:** REQUEST FOR QUOTATION - TYPE 4 MATERIAL PRODUCTION AT GUNNEWIN EAST PIT

**Officer's Title:** Manager - Procurement & Commercial Services

**Executive Summary:**

*Pre-qualified suppliers of on-site crushing services were invited to provide quotes for the production of material for the Gunnewin West, Womblebank Gap, and Westgrove Road upgrade projects.*

*The quote was released on 10 January and closed on 16 January 2018.*

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

**Resolution No. GM/01.2018/31**

**Moved Cr McMullen**

**Seconded Cr Scheffe**

**That:**

1. Council select Goodland Gravel Pty Ltd as the preferred supplier for Quotation Request – Type 4 Material Production at Gunnewin East Pit.
2. Council authorise the Chief Executive Officer (or delegate) to enter into final negotiations with Goodland Gravel Pty Ltd, noting the quoted value of \$255,090 inclusive of GST, and raise a purchase order if the terms are acceptable.
3. Expenditure be assigned to W15764.2851 2851 (Gravel Pit Operations Injune Gunnewin East Gravel Pit – Winning crushing and stockpiling)
4. Council reserves the right to award to an alternative supplier in the event of a delay to the agreed starting date of 29 January 2018, should such a delay be greater than one or two days.

CARRIED

7/2

The Mayor called for a division of the vote.

The outcomes were recorded as follows:

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

<b>Responsible Officer</b>	<b>Manager - Procurement &amp; Commercial Services</b>
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**Item Number:** C.15 **File Number:** D18/4693

**SUBJECT HEADING:** **REQUEST FOR QUOTATION - TRAFFIC MANAGEMENT SERVICES AT INJUNE TAROOM ROAD & BONNYDOON ROAD**

**Officer's Title:** **Manager - Procurement & Commercial Services**

**Executive Summary:**

*Pre-qualified suppliers for traffic management services were invited to provide quotes for the provision of services at the Injune Taroom and Bonnydoon Road upgrade projects.*

*The Request for Quotation was released on 10 January and closed on 16 January 2018.*

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

**Resolution No. GM/01.2018/32**

**Moved Cr Chandler**

**Seconded Cr Scheffe**

**That:**

1. Council select Global Road Safety Pty Ltd T/A Global Traffic Management as the preferred supplier for Quotation Request – Traffic Management Services at Injune Taroom Road and Bonnydoon Road.
2. Council authorise the Chief Executive Officer (or delegate) to enter into final negotiations with Global Road Safety Pty Ltd T/A Global Traffic Management (including negotiation about the proposed project staff members), and raise a purchase order if the terms are acceptable, subject to the finalisation of an approved project budget.
3. Expenditure be assigned to W18026 (Rural Roads Capital Upgrade Injune-Taroom Road) and W18022 (Rural Roads Capital Upgrade Bonnydoon Road).
4. In the event of any critical non-compliance on site, Council issue a formal show cause notice to the supplier affording them the opportunity to rectify any issues prior to the termination of the contract.

CARRIED

9/0

<b>Responsible Officer</b>	<b>Manager - Procurement &amp; Commercial Services</b>
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**Item Number:** C.16 **File Number:** D18/4763

**SUBJECT HEADING:** **REQUEST FOR REDUCTION IN TRADING TERMS**

**Officer's Title:** **Manager - Procurement & Commercial Services**

**Executive Summary:**

*Council received correspondence from one supplier, requesting a reduction in trading terms from 28 days to 14 days. The request was tabled for Council's consideration.*

**Resolution No. GM/01.2018/33**

**Moved Cr Newman**

**Seconded Cr Schefe**

**That Council approve the requested reduction in trading terms from 28 days to 14 days for any invoiced works by the entity (Creditor Account 14630), as referenced in the officer's report.**

CARRIED

9/0

**Responsible Officer**

**Manager - Procurement & Commercial Services**

Cr. Flynn declared a perceived 'Conflict of Interest' in the following item, due to his personal business operations at the Roma Airport. Cr. Flynn left the Chamber at 3.25pm, taking no part in discussion or debate on the matter.

**Item Number: C.17**

**File Number: D18/2917**

**SUBJECT HEADING:**

**NOVEMBER 2017 - MONTHLY BUSINESS UNIT REPORT - AIRPORTS**

**Officer's Title:**

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

***Executive Summary:***

*This monthly report was presented to Council to provide a summary of the performance of Council's Airports (Roma, Injune, Surat & Mitchell) over the past month and year to date. The information in this report aims to review the month's activities, give an overview of financial performance and bring to Council's attention any emerging issues.*

**Resolution No. GM/01.2018/34**

**Moved Cr O'Neil**

**Seconded Cr Stanford**

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

CARRIED

8/0

**Responsible Officer**

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

At cessation of discussion and debate on the abovementioned item, Cr. Flynn entered the Chamber at 3.25pm.

**Item Number: C.18**

**File Number: D18/3442**

**SUBJECT HEADING:**

**ROMA QUARRY - FINALISATION OF RENT LEASE OF LAND**

**Officer's Title:**

**Director - Infrastructure Services**

***Executive Summary:***

*This report sought authority for the Chief Executive Officer or delegate to investigate issues raised by the landowner following a meeting with the Mayor and Deputy Mayor in November 2017, and as communicated in a letter dated 1 December 2017.*

**Resolution No. GM/01.2018/35**

**Moved Cr Chambers**

**Seconded Cr Schefe**

**That Council:**

- 1. Receive and note the contents of the letter received from the landowner.**

2. Authorise the Chief Executive Officer (or delegate) to investigate and follow up the concerns raised in the letter from the landowner and report back to Council once finalised.

CARRIED

9/0

Responsible Officer

Director - Infrastructure Services

Item Number:

C.19

File Number: D17/98817

SUBJECT HEADING:

PROPERTY ENTRANCE ON LOT PLAN 99WAL53373  
 WALLUMBILLA NORTH ROAD CHAINAGE 1920 RHS

Officer's Title:

Manager - Construction

**Executive Summary:**

Council's 2017/18 Capital Works Program includes the construction of the Wallumbilla North Road Rehabilitation Project, Work Order 18020. In order to meet current Engineering Standards, both horizontal and vertical realignments to the existing road were required. During construction it has become apparent that one of the vertical realignments has impacted on the safety and serviceability of an entrance to the property located at Lot Plan 99WAL53373.

Resolution No. GM/01.2018/36

Moved Cr McMullen

Seconded Cr Newman

That Council authorise:

1. The relocation of the entrance gate to the property located at Lot Plan 99WAL53373 Wallumbilla North Road to come off Jenkinson Road.
2. The costs, to the total of \$4,150, to be made available from W18020 (Wallumbilla North Road Rehabilitation).
3. The Chief Executive Officer (or delegate) to finalise negotiations with the land owner.

CARRIED

9/0

Responsible Officer

Manager - Construction

Item Number:

C.20

File Number: D18/4962

SUBJECT HEADING:

STAGE 2A ACCELERATED CONSTRUCTION PROGRAM

Officer's Title:

Manager - Construction

**Executive Summary:**

Subsequent to informal discussions with Councillors, this report sought approval to implement an accelerated works program for the construction of the Stage 2A Roma Flood Mitigation Project due to funding milestones.

Resolution No. GM/01.2018/37

Moved Cr Chambers

Seconded Cr Chandler

That Council:

1. Endorse the implementation of an accelerated works program for the construction of the Stage 2A Roma Flood Mitigation Project.

2. Note the risks associated with the implementation of the accelerated program.
3. Commence the works as soon as practical so that Council can demonstrate that it has used its best endeavours to complete the works pending the Federal Government's decision on the Extension of Time request.

CARRIED

9/0

<b>Responsible Officer</b>	<b>Manager - Construction</b>
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**Item Number:** C.21 **File Number:** D18/5163

**SUBJECT HEADING:** 2018 TRAINEESHIP PROGRAM

**Officer's Title:** **Manager - Organisational Development & Human Resources**

***Executive Summary:***

*In accordance with Council resolution GM/10.2017/37, the offer of funding from the Department of Education and Training for four traineeship positions was accepted and the Service Agreement approved and signed by the Chief Executive Officer following Council's resolution. Subsequently funding of \$50,000 has been received by Council.*

*The executive leadership team considered the most appropriate placement of approved trainees and sought Council's endorsement.*

**Resolution No. GM/01.2018/38**

**Moved Cr Schefe**

**Seconded Cr Chandler**

**That Council endorse the proposed amendment to the organisational structure as follows, endorsing trainee positions in the following areas:**

- **Trainee – Business Administration (Mitchell) reporting to the Manager – Facilities (Land, Buildings & Structures) (0110)**
- **Trainee – Parks & Gardens (Injune) reporting to the Team Leader – Town & Surrounds (Injune) (0429) (including Water Operations modules)**
- **Trainee – Parks & Gardens (Surat) reporting to the Team Leader – Town & Surrounds (Surat) (0432) (including Water Operations modules)**
- **Trainee Engineering Technical (Roma) reporting to the Specialist – Design Services (0310)**

CARRIED

9/0

<b>Responsible Officer</b>	<b>Manager - Organisational Development &amp; Human Resources</b>
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Item Number: C.22 File Number: D18/4785

SUBJECT HEADING: MINOR AMENDMENTS TO THE ORGANISATIONAL STRUCTURE

Officer's Title: Associate to the Chief Executive Officer

**Executive Summary:**

*The report sought Council approval for minor amendments to the organisational structure.*

**Resolution No. GM/01.2018/39**

**Moved Cr Chambers**

**Seconded Cr Flynn**

**That Council:**

1. Endorse the proposed amendment to the organisational structure as follows:
  - Retitle the position of Team Coordinator – Materials Production (Quarry & Quarry Pits) (0417) to Operations Manager – Materials Production (Quarry & Quarry Pits).
  - Re-include the position of Engineer (0335), renamed to Senior Engineer – Program & Contract Management.
  - Retitle the position of Project Manager – Saleyards Precinct Development (0345) to Senior Engineer – Program & Contract Management.
  - Remove the position of Contract Administrator (0864).
  - Remove the position of Administration Officer – Council Buildings & Structures (0514).
  - Remove the position of Procurement Officer – Facilities / Relief Facilities Officer (0959).
  - Remove the position of Manager Strategic Asset Management & Planning (0103).
2. In lieu of replacement of the Plumber employee functions in Injune, approve an approach to, and engagement of, the sole local Injune plumbing business for a trial period of six months, to assist in emergent plumbing trade works, subject to successful negotiation of services and pricing.

CARRIED

9/0

**Responsible Officer**

**Associate to the Chief Executive Officer**

**Item Number:** LC.1 **File Number:** D18/5579  
**SUBJECT HEADING:** BINYA LANE ROAD UPGRADES  
**Name of Applicant:** Northern Growers Pty Ltd - Ben & Nick Cameron  
**Location:** 1115 Binya Lane, Mount Abundance (Lot 17 on WV841 and Lot 19 on WV841)  
**Officer's Title:** Lead Town Planner

**Executive Summary:**

*The development approval issued in February 2016 for a 4,000 SCU feedlot at Mount Abundance (Ref 2015/19400) requires road upgrades to Binya Lane before Stage 2 of the approved development can commence. The cost of the required road upgrade is significant and Councillors and officers of Council have been in discussions with the applicant regarding ways of potentially reducing these costs, recognising that there could be potential benefits to both parties by coordinating the upgrade works with Council's planned maintenance program.*

**Resolution No. GM/01.2018/40**

**Moved Cr McMullen**

**Seconded Cr Scheffe**

**That Council write to the applicant offering the following option as referenced in the officer's report for road upgrades to Binya Lane which are required by conditions of development approval Ref 2015/19400:**

- **Option 3: Council complete as private works; applicant supplies material (gravel)**

MOTION LOST

3/6

**Resolution No. GM/01.2018/41**

**Moved Cr Flynn**

**Seconded Cr Chandler**

**That Council write to the applicant outlining the following four options (for the value circulated to Councillors) for road upgrades to Binya Lane which are required by conditions of development approval Ref 2015/19400:**

1. **Engage a private contractor to complete the works.**
2. **Engage Council to complete the works as per the quotation provided.**
3. **Engage Council to complete the works as per the quotation provided, less the cost of materials supplied by the applicant for the works.**
4. **Engage Council to complete the works as per the quotation provided, less the cost of materials supplied by the applicant for the works, and the cost for Council to undertake a heavy grade of Binya Lane simultaneously.**

CARRIED

6/3

**Responsible Officer**

**Lead Town Planner**

Cr Flynn requested that maintenance issues at Roma Airport be included in future Airports monthly reports presented to Council. The Director Infrastructure Services advised he would forward this request to the Manager - Airports (Roma, Injune, Surat, Mitchell).

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## CLOSURE

There being no further business, the Mayor thanked Council for their attendance and declared the meeting closed at 3.39pm.

**These Minutes are to be confirmed at the next General Meeting of Council to be held on 14 February 2018, at Roma Administration Centre.**

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Mayor

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Date