
MINUTES OF THE GENERAL MEETING OF MARANOA REGIONAL COUNCIL HELD AT ROMA ADMINISTRATION CENTRE ON 24 APRIL 2018 COMMENCING AT 9.13 AM

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 (by teleconference), Cr. C J O'Neil, Cr. D J Scheffe, Cr. J M Stanford, Chief Executive Officer – Julie Reitano, and Minutes Officer – Kelly Rogers in attendance.

AS REQUIRED

Director Development, Facilities & Environmental Services – Rob Hayward, Director Corporate, Community & Commercial Services – Sharon Frank, Manager Airports (Roma, Injune, Surat, Mitchell) – Ben Stewart, Manager Planning & Building Development – Danielle Pearn, Manager Economic & Community Development – Ed Sims, Manager Customer & Community Services – Samantha Thrupp, Manager Procurement & Commercial Services – Ryan Gittins, Regional Grants & Council Events Development Coordinator – Susan Sands, Regional Tourism Development Coordinator – Justine Miller, Regional Libraries, Arts & Culture Development Coordinator – Michelle Blair, Project Officer – Community Liaison & Emergency Management – Darren Jennings, Rates and Utilities Billing Officer - Catherine Ballard.

WELCOME

The Mayor welcomed all present and declared the meeting open at 9.13am.

CONFIRMATION OF MINUTES

Resolution No. GM/04.2018/46	
Moved Cr Chambers	Seconded Cr McMullen
That the minutes of the General Meeting held on 11 April 2018 be confirmed.	
CARRIED	9/0

Resolution No. GM/04.2018/47	
Moved Cr Chambers	Seconded Cr Stanford
That the minutes of the Budget Submissions & Financial Planning Standing Committee Meeting held on 9 April 2018 be adopted.	
CARRIED	9/0

BUSINESS ARISING FROM MINUTES

There was no business arising from the minutes.

ON THE TABLE

C.17 – Roma and Injune Aerodrome Compliance Inspection Reports had been laid on the table at the General Meeting on 11 April 2018.

PRESENTATIONS/PETITIONS AND DEPUTATIONS

Council adjourned the meeting at 9.15am to receive a presentation from residents. Following the presentation the meeting resumed at 9.50am.

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:** D18/28571

SUBJECT HEADING: MONTHLY FINANCIAL REPORTS AT 31 MARCH 2018

Officer's Title: Contractor Finance Systems Support

Executive Summary:

The purpose of this report was to present a monthly financial report in accordance with section 204 of the Local Government Regulation 2012 for the month of March 2018.

Resolution No. GM/04.2018/48	
Moved Cr Chambers	Seconded Cr Stanford
That the financial reports for the month ending 31 March 2018 be received and noted.	
CARRIED	9/0

Responsible Officer	Contractor - Finance Systems Support
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INFRASTRUCTURE SERVICES

Item Number: 12.1 **File Number:** D18/27464

SUBJECT HEADING: NATURAL DISASTER RESILIENCE PROGRAM FUNDING APPLICATIONS

Officer's Title: Project Officer - Community Liaison & Emergency Management

Executive Summary:

Maranoa Regional Council has an opportunity to apply for Natural Disaster Resilience Program project funding.

Some projects were identified that would assist in providing an understanding of the key risks to critical infrastructure, the provision of disaster preparation, response and recovery information to households and businesses and the construction of two flood mitigation projects.

If successful these projects will increase the resilience of the Maranoa community for future disasters.

Resolution No. GM/04.2018/49

Moved Cr O'Neil

Seconded Cr McMullen

That Council:

- 1. Authorise the Chief Executive Officer or delegate to authorise applications for the Natural Disaster Resilience Program for the following projects in the following priority order.**

**Project 1 - Golf Links Remedial Works [Delivery/Construction Phase]
Investigation and construction of works to improve drainage in Golf Links Estate**

Project 2 - Risk Assessment of Maranoa Critical Infrastructure

To identify all critical infrastructure and natural hazards risk impacts for all agencies in the Maranoa Regional Council region.

Project 3 - Emergency Action Guide Production

To produce and distribute an Emergency Action Guide to all households and businesses in the Maranoa Regional Council region.

Project 4 - Miscamble Street Road and Culvert Upgrade

Install kerb and channel and pavement widening and improve the drainage structure to a similar height as the Carnarvon Highway on Miscamble Street between Carnarvon Highway and Wright Street, Roma.

- 2. Authorise the Chief Executive Officer to sign agreements if required for any successful project/s.**

CARRIED

5/4

Mayor. Golder called for a division of the vote.

The outcomes were recorded as follows:

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

Responsible Officer

Project Officer - Community Liaison & Emergency Management

Item Number: 12.2 **File Number:** D18/27495

SUBJECT HEADING: NATURAL DISASTER RESILIENCE PROGRAM
APPLICATION SUPPORT FOR VOLUNTEERING
QUEENSLAND

Officer's Title: Project Officer - Community Liaison & Emergency
Management

Executive Summary:

Maranoa Regional Council has an opportunity to support a Natural Disaster Resilience Program project application with Volunteering Queensland.

The project supports the vulnerable sectors of the community and businesses located in the Maranoa to improve disaster preparedness and resilience through collaborative efforts, training and information.

Resolution No. GM/04.2018/50	
Moved Cr Chambers	Seconded Cr Chandler
<p>That Council provide support to Volunteering Queensland for their application to the Natural Disaster Resilience Program by authorising the Chief Executive Officer or delegate to provide written support to Volunteering Queensland.</p>	
CARRIED	9/0

Responsible Officer	Project Officer - Community Liaison & Emergency Management
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Item Number: 12.3 **File Number:** D18/29077

SUBJECT HEADING: ROYAL FLYING DOCTOR SERVICE 90TH ANNIVERSARY
AIR PILGRIMAGE LANDING FEE WAIVER

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

Executive Summary:

A request has been received from the Royal Flying Doctor Service to waive the airport charges at Roma Airport for approximately 40 antique aircraft landing on 10 May 2018 and departing on 11 May 2018 for the air pilgrimage celebrating the 90th anniversary of the Royal Flying Doctor Service.

Resolution No. GM/04.2018/51	
Moved Cr O'Neil	Seconded Cr Chandler
<p>That Council:</p> <ol style="list-style-type: none"> 1. Approve the waiving of airport charges (normally payable to <i>Landing Fees Roma, GL – 01511.1032</i>) up to the value of \$1,000 ex. GST for the aircraft involved in the air pilgrimage. 2. Request that Maranoa Regional Council be recognised as a supporter of the air pilgrimage and the 90th anniversary celebrations of the Royal Flying Doctor Service. 	
CARRIED	9/0

Responsible Officer	Manager - Airports (Roma, Injune, Surat, Mitchell)
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DEVELOPMENT, FACILITIES & ENVIRONMENTAL SERVICES
Item Number: 13.1 **File Number:** D18/16606

SUBJECT HEADING: REPRESENTATIONS REGARDING CONDITIONS OF DEVELOPMENT PERMIT REF: 2016/19546 MATERIAL CHANGE OF USE - SERVICE STATION)

Location: 73-75 Chrystal Street, Roma QLD 4455 (Lot 29 on R8627)

Applicant: Liberty Oil (WA) Pty Ltd C/- Vision 2 Reality Pty Ltd

Author Title: Planning Officer

Executive Summary:

Liberty Oil (WA) C/- Vision 2 Reality Pty Ltd have made representations regarding several conditions of the development approval issued by Council on 20 December 2017 for a Material Change of Use ("Service Station") located at 73-75 Chrystal Street, Roma.

As the assessment manager, Council must consider and decide whether it agrees or disagrees with any of the representations.

Resolution No. GM/04.2018/52
Moved Cr Chambers
Seconded Cr Scheffe

That Council issue a negotiated decision notice to Liberty Oil (WA) Pty Ltd C/- Vision 2 Reality Pty Ltd for a Material Change of Use - "Service Station", located at 73-75 Chrystal Street, Roma, including the following amendments to the conditions of the original decision notice dated 20 December 2017:

The following advice be included in the Preamble to the development conditions:

A Trade Waste Permit is required to be obtained from Council in order to discharge any waste water from the development site to Council's reticulated sewerage network.

The following text be inserted on Approved Plan Ref 5661/TP01 Issue E "Existing & Proposed Site Plan" (marked in Red by Council):

"General alignment of new sewerage infrastructure as per condition 22. Final alignment to be determined during the detailed Operational Works phase"

Condition 4 be amended
From:

Maintain the approved development - Material Change of Use "Service Station" 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
5661/TP01 Issue E	Existing & Proposed Site Plan (marked in Red by Council)	21/05/17
5661/TP02 Issue C	Proposed Floor Plan and Elevations	10/07/17
PCA-RVI/2006/SHELL/SHO6-Evo-09-001	Shell – RM - Evo Assembly – 7 Metre Monolith	15/09/06
PCARVI/2006/SHELL/SHO6-Evo-09-002	Shell – RM - Evo Assembly Steel Structure – 7 Metre Monolith	15/09/06

PCARVI/2006/SHELL/ SHO6-Evo-09-04	Shell – RM - Evo Foundation – 7 Metre Monolith	27/06/06
	Shell Rebrand 7m Pylon Region A and B – TC: 3	01/12/07
	Shell Rebrand 7m Monolith ALT. Footings Region A and B TC:3	12/07
	Traffic Assessment Report Prepared by Harrison Infrastructure Group	05/17
	Stormwater Management Plan Prepared by Harrison Infrastructure Group	02/09/16
3721-3RI Revision 1	Noise Assessment Report Prepared by Noise Measurement Services Pty Ltd	31/08/16
3721-3-Air Revision 1	Air Quality Assessment Report Prepared by Noise Measurement Services Pty Ltd	31/08/16
Capricorn Municipal Development Guidelines		
D1	CMDG – Geometric Road Design	01/17
D5	CMDG – Stormwater Drainage	01/17
D7	CMDG – Erosion Control and Stormwater Management	03/12
D11	CMDG – Water Reticulation	01/17
D12	CMDG – Sewer Reticulation	07/2016

To:

Maintain the approved development - Material Change of Use “Service Station” 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
5661/TP01 Issue E	Existing & Proposed Site Plan (marked in Red by Council)	21/05/17
5661/TP02 Issue C	Proposed Floor Plan and Elevations	10/07/17
PO1 Issue P2	Vehicle Manoeuvring Layout	18/04/18
PCA-RVI/2006/SHELL/ SHO6-Evo-09-001	Shell – RM - Evo Assembly – 7 Metre Monolith	15/09/06
PCARVI/2006/SHELL/ SHO6-Evo-09-002	Shell – RM - Evo Assembly Steel Structure – 7 Metre Monolith	15/09/06
PCARVI/2006/SHELL/ SHO6-Evo-09-04	Shell – RM - Evo Foundation – 7 Metre Monolith	27/06/06
	Shell Rebrand 7m Pylon Region A and B – TC: 3	01/12/07
	Shell Rebrand 7m Monolith ALT. Footings Region A and B TC:3	12/07
	Traffic Assessment Report Prepared by Harrison Infrastructure Group	05/17
3721-3RI Revision 1	Noise Assessment Report Prepared by Noise Measurement Services Pty Ltd	31/08/16
3721-3-Air Revision 1	Air Quality Assessment Report Prepared by Noise Measurement Services Pty Ltd	31/08/16
Capricorn Municipal Development Guidelines		
D1	CMDG – Geometric Road Design	01/17
D5	CMDG – Stormwater Drainage	01/17
D7	CMDG – Erosion Control and Stormwater Management	03/12
D11	CMDG – Water Reticulation	01/17
D12	CMDG – Sewer Reticulation	07/2016

Condition 6 be amended

From:

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 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.

To:

All works must comply with:

- a) the development approval conditions;
- b) any relevant provisions in the Planning Scheme except where the approval conditions take precedence;
- 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 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.

Condition 22 be amended

From:

The existing sewer line traversing the property shall be replaced with a new 150mm diameter cement lined steel pipe. The new pipe shall extend from the eastern property boundary to the western property boundary following the general alignment of the existing sewer line. New sewer man holes shall be installed at each end of the new pipe as denoted on approved drawing 5661/TP01 Issue E – “Existing and Proposed Site Plans” Prepared by Stephen D’Andrea Pty Ltd, dated 21/05/17 marked in red by Council.

An Operational Works application containing details of the new sewer works shall be submitted to and approved by Council prior to any works taking place.

To:

The existing sewer line traversing the property shall be replaced with a new 150mm diameter pipe. The new pipe shall extend from the eastern property boundary to the western property boundary following the general alignment of the existing sewer line. New sewer man holes shall be installed at each end of the new pipe as denoted on approved drawing 5661/TP01 Issue E – “Existing and Proposed Site Plans” Prepared by Stephen D’Andrea Pty Ltd, dated 21/05/17 marked in red by Council.

An Operational Works application containing details of the new sewer works shall be submitted to and approved by Council prior to any works taking place.

Condition 28 be amended

From:

Stormwater captured within the concrete refuelling and unloading bunded areas is to be directed to an underground oil/water separation tank in accordance with approved document “Stormwater Management Plan” Prepared by Harrison Infrastructure Group, dated 09/09/2016, which forms part of the approved documents for the development.

To

Stormwater captured within the concrete refuelling and unloading bunded areas is to be directed to an underground oil/water separation tank. An Operational Works application containing details of the stormwater management system for the site shall be submitted to and approved by Council prior to any works taking place.

Condition 29 be amended

From:

Stormwater runoff from roofs and impervious surfaces outside the refuelling area, is to be collected internally and discharged in accordance with approved document “Stormwater Management Plan” Prepared by Harrison Infrastructure Group, dated 09/09/2016 and with CMDG Design Guidelines D-5 ‘Stormwater Drainage Design’.

To:

Stormwater runoff from roofs and impervious surfaces outside the refuelling area, is to be collected internally and discharged in accordance with CMDG Design Guidelines D-5 ‘Stormwater Drainage Design’.

A Stormwater Management Plan for the site shall be submitted to and approved by Council as part of a development application for Operational Works prior to any works taking place.

Condition 31 be amended

From:

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.

To:

Post-development stormwater peak flows from the development site are not to exceed the pre-development stormwater peak flows to adjoining properties or roads.

Condition 34 be amended

From:

Existing vehicle crossovers from Chrystal Street and Quintin Street are to be upgrade and located generally in accordance with approved drawing 5661/TP01 Issue E – “Existing and Proposed Site Plans” Prepared by Stephen D’Andrea Pty Ltd, dated 21/05/17 (amended by Council).

To:

Existing vehicle crossovers from Chrystal Street and Quintin Street are to be upgraded and located generally in accordance with approved drawing P01 Issue P2 “Vehicle Manoeuvring Layout” prepared by Kehoe Myers Consulting Engineers, dated 18/04/2018.

Condition 41 be amended

From:

Thirteen (13) car parking spaces, including one (1) car parking space for persons with disabilities, are to be provided within the development site area.

To:

Thirteen (13) car parking spaces, including one (1) car parking space for persons with disabilities, are to be provided within the development site area. This is to comprise five (5) segregated parking spaces and eight (8) short term parks at the fuel bowsers.

Condition 52 be amended

From:

The pavement of the Chrystal Street road shoulders is to match the existing adjacent through pavement. Pavement testing of the shoulders is to be carried out by a suitably qualified person and a test report submitted to Council. If determined that a pavement upgrade is required, the developer must submit an Operational Works application to Council for approval, and undertake the necessary works at no cost to Council. Pavement testing must be carried out on both sides of Chrystal Street from the intersection with Quintin Street, extending in an easterly direction to beyond the western property boundary for the length of the maximum vehicle size accessing the site.

To:

The Chrystal Street pavement shoulders are to be assessed by a suitably qualified person to determine if the pavement is adequate for its intended purposes and design life and the results of this assessment shall be provided to Council. If determined that a pavement upgrade is required, the developer must submit an Operational Works application to Council for approval, and undertake the necessary works at no cost to Council. Pavement testing must be carried out on both sides of Chrystal Street from the intersection with Quintin Street, extending in an easterly direction to beyond the western property boundary for the length of the maximum vehicle size accessing the site.

Conditions 32, 35, 36 and 37 remain unchanged; and

Conditions 61 and 62 be deleted.

CARRIED

9/0

Responsible Officer

Planning Officer

Item Number: 13.2 **File Number:** D18/26763

SUBJECT HEADING: DEVELOPMENT PERMIT FOR A MATERIAL CHANGE OF USE "FUNCTION FACILITY"

Location: "Mt Hope" 339 Mt Hope Road, Pickanjinie North QLD 4428, being Lots 37, 53 & 54 on WV421)

Officer's Title: Lead Town Planner

Executive Summary:

This application was for a Development Permit for a Material Change of Use – "Function facility" on land located at 339 Mt Hope Road, Pickanjinie North, being Lots 37, 53 & 54 on WV421.

The application is subject to Impact Assessment against the Maranoa Planning Scheme 2017.

Public notification of the application was carried out between 7 February 2018 and 28 February 2018. There were no properly made submissions about the application received during the public notification period.

The application is generally consistent with the relevant provisions of the Maranoa Planning Scheme 2017. Any perceived conflicts with the Planning Scheme can be appropriately addressed by way of conditions of development approval.

Resolution No. GM/04.2018/53

Moved Cr Flynn

Seconded Cr McMullen

That Council approve the application for a Development Permit for a Material Change of Use "Function facility" on land located at 339 Mt Hope Road, Pickanjinie North 4428 (properly described as Lots 37, 53 & 54 on WV421) subject to the following conditions:

Preamble

- a. **The Capricorn Municipal Development Guidelines apply to this development. Refer to <http://www.cmdg.com.au/> for the Capricorn Municipal Development Guidelines (CMDG).**
- b. **The relevant planning scheme for this development is the Maranoa Planning Scheme 2017. All references to the 'Planning Scheme' and 'Planning Scheme Schedules' within these conditions refer to the above Planning Scheme.**
- c. **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 development are to adhere to their 'general environmental duty' to minimise the risk of causing environmental harm to adjoining premises.**
- d. **The land use rating category for the site may change upon commencement of any approved use on the site. Council's current Revenue Statement, which includes the minimum general rate levy for the approved use/s is available on the Council website: www.maranoa.qld.gov.au.**
- e. **It is the responsibility of the developer to obtain all necessary permits and submit all necessary plans and policies to the relevant authorities for the approved use.**

- f. It is the responsibility of the operator to ensure that an adequate and constant supply of potable water is available for the approved use at all times. All licenses, permits and agreements required to access a sufficient supply of water must be in place at all times while the activity is carried out.
- g. Refer to Attachment 2 – Adopted Infrastructure Charges Notice for infrastructure charges levied for the approved development.

Use

- 1. The approved development is for a “Function facility” as defined in the Planning Scheme and as shown on the approved plans.

Note: This approval does not permit the use of relocatable homes and or any permanent or temporary accommodation structure(s) for the purpose of providing accommodation to guests associated with the approved “Function facility”

- 2. All development approval conditions relating to the establishment of the approved activity must be fulfilled prior to the approved use commencing, unless otherwise stated in the conditions of approval.
- 3. Prior to commencement the approved use, the applicant shall contact Council to arrange a development compliance inspection.
- 4. All works and operations are to be carried out generally in accordance with the approved plans and specifications listed in the following table. Where approved plans are in conflict with the Assessment Manager’s conditions, the Assessment Manager’s conditions shall take precedence.

Plan/Document number	Plan/Document name
RP1	Plan showing Access Road (marked in Red by Council)
RP2	Site Layout (marked in Red by Council)
RP3	East Elevation (marked in Red by Council)
RP4	South-east elevation (marked in Red by Council)
RP5	North-west elevation (marked in Red by Council)
RP6	Parking and Access Statement (marked in Red by Council)

- 5. During the course of constructing the works, the developer shall ensure that all works are carried out by appropriately qualified persons and the developer and the persons carrying out and supervising the work shall be responsible for all aspects of the works, including public and worker safety, and shall ensure adequate barricades, signage and other warning devices are in place at all times.
- 6. The developer is responsible for locating and protecting any Council and public utility services, infrastructure and assets that may be impacted on during construction of the development. Any damage to existing infrastructure that is attributable to the progress of works on the site or vehicles associated with the development of the site shall be immediately rectified in accordance with the asset owners’ requirements and specifications and to the satisfaction of the asset owners’ representative(s).

Applicable Standards

7. All works must comply with:

- a. this development approval;
- b. any relevant Acceptable Solutions of the applicable codes of the planning scheme for the area;
- c. Council's standard designs for such work where such designs exist;
- d. the Capricorn Municipal Development Guidelines; and
- e. any relevant Australian Standard that applies to that type of work.

Despite the requirements of paragraphs a-e above, Council may agree in writing to an alternative specification. This alternative specification prevails over those specified in paragraphs a-e in the event of any inconsistency.

The developer must also ensure that any works do not conflict with any requirements imposed by any concurrent lawful requirements outside those stated above.

Advertising Signage

- 8. Any proposed advertising signage is subject to a further development approval unless compliant with the self-assessable development provisions of the Planning Scheme, or other applicable planning instrument in force at the relevant time.
- 9. Any free standing advertising signage or structure to be constructed on the subject site shall be designed by an RPEQ (Structural) Engineer and certification provided for both design and construction.

Refuse Storage

- 10. Waste containers must be provided on site and maintained in a clean and tidy state at all times while the use continues, and shall be emptied and the waste removed from the site on a regular basis, and immediately after a function and/or event.

Lighting

- 11. Lighting of the "Function facility", 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 adjoining and nearby properties.

Avoiding Nuisance

- 13. During and after the establishment of the approved development, no nuisance is to be caused to adjoining properties and occupiers by way of smoke, dust, rubbish, contaminant, stormwater discharge or siltation at any time, including non-working hours.
- 14. There must not be unreasonable or sustained levels of noise or odour and no nuisance caused to adjoining properties during the course of any construction works and after the use commences.
- 15. The "Function facility" and its surrounds must 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 pose any health and safety risks to the community.

Earthworks

16. Any earthworks associated with the function facility are to be undertaken in accordance with CMDG Design Guidelines D6 – Site Regrading.

Note: Any cut or fill associated with the progression of works for the approved “Function facility” that exceeds 100m² will require a Development Permit for Operational works prior to any earthworks being undertaken.

17. If retaining walls are to be provided on site, they shall be designed by an RPEQ (Structural) Engineer and certification provided for both design and construction of the walls.

Erosion Control

18. 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.

Services

19. The “Function facility” is to be provided with an on-site water supply with sufficient capacity to meet all operational needs, including potable water sufficient to meet the needs of all visitors to the site and water required to mitigate dust nuisance generated by vehicles accessing the site.

20. The “Function facility” must be provided with access to a reliable water supply for firefighting purposes.

21. The site must be connected to an on-site sewerage treatment system that is adequate for the approved use. The removal and disposal of any effluent from the site must be performed by a suitably licensed contractor.

22. The number of people using the “Function facility” shall be limited to the maximum capacity of the onsite sewerage treatment system.

Note: The landowner/operator is responsible for obtaining any permits required to achieve compliance with environmental laws relevant to the provision of onsite sewerage treatment and/or disposal.

23. Sanitary facilities are to be provided on site generally in the location denoted on Approved Plan RP2 “Site Layout (marked in Red by Council)”. The provision of sanitary facilities must be adequate to meet the needs of all visitors to the site and accord with the minimum requirements of the National Construction Code that apply to the building classification of the approved premises.

Note: The landowner/operator is responsible for obtaining any development permits required in conjunction with the provision of amenities on the site, including permits for building works and plumbing and drainage works.

24. The “Function facility” must be connected to an electricity reticulation service in accordance with the relevant service provider’s requirements and specifications along the relevant building standards, requirements and specifications.

25. If the “Function facility” is connected to a telecommunication 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.

26. Any conflicts associated with proposed and existing services shall be forwarded by the developer to the appropriate controlling authority for approval for any proposed changes.

Stormwater and Drainage

27. Stormwater is to be collected internally and discharged to ensure that no nuisance ponding is created within the vicinity of the approved “Function facility.”
28. Appropriate pollution control devices and/or methods shall be implemented to ensure that no contamination or silting of creeks or other waterways result from the stormwater generated from the approved “Function facility”.

Access, Car Parking & Manoeuvring

29. Access and egress for the “Function facility” shall be provided from Mt Hope Road in the location denoted as “Site Access” on approved Drawing Number RP1 (marked in **Red** by Council). Signage shall be erected at the “Site Access” clearly identifying it as the approved access to the “Function facility” prior to the use of the premises for any event. The signage must be maintained in place for the duration of all events.

30. The landowner shall be responsible for the maintenance of vehicle crossovers from the road carriageway to the property boundary. Should any damage be caused to Mt Hope Road at the approved access location, it is the landowner’s responsibility to ensure this is reinstated. Any repair works are to be undertaken in consultation with Council and at the landowner’s expense.

31. A 4.0 metre wide internal access road shall be maintained from the “Site Access” to the “Site” (Function facility) as denoted on Approved Drawing RP1 (marked in Red by Council). During events, signage and/or other markings must be provided along the internal access road to provide clear direction for motorists and ensure the safe movement for vehicles entering and exiting the “Function facility”.

Note: In the event that the internal access road becomes unpassable due to inclement weather, signage shall be erected at the “Site Access” and the “Site” (identified on Approved Drawing RP1 marked in **Red** by Council) discouraging vehicles from using the internal access road.

32. During events, the area denoted as “Area for parking layout” on Approved Drawing RP2 (marked in **Red** by Council) shall be made a dedicated visitor parking area. This area shall be clearly delineated from the main function area(s) via the use of signage and barricading (i.e. fenced/roped-off) so as to avoid any conflicts between pedestrians and vehicles.

33. Prior to any event at the approved “Function facility”, the “Area for parking layout” as shown on Approved Drawing RP2 (marked in **Red** by Council) shall be made trafficable (i.e. mowed, levelled etc.) and car parking rows, driveways and manoeuvring areas clearly delineated via the use of temporary line marking and/or other means. Car parking spaces are to accord with Australian Standards for four wheel drive vehicles.

34. In addition to the dedicated car parking area, there must be adequate provision for bus parking and manoeuvring on the site. Bus parking areas are to be distinguished from car parking and manoeuvring areas.

35. Adequate separation distances between vehicle parking areas and internal driveways/access in the “Area for parking” shall be provided to ensure the safe maneuverability of vehicles through the car parking area. Car parking attendants shall be available during large events to direct vehicles in and out of the car parking area safely.
36. The minimum number of car parks provided during events shall be equal to 1 space per 30m² of Gross Floor Area of the “Function facility.” Additional onsite parking is to be provided to the extent required to accommodate the anticipated number of visitors to the site during each event.
37. Designated PWD accessible parking space/s are to be provided in accordance with the National Construction Code.
38. The “Area for parking” as shown on Approved Drawing RP2 (marked in **Red** by Council) shall not be used in the event that the area becomes unsafe and/or inaccessible for vehicles due to inclement weather events. In the event that the “Area for parking” becomes inaccessible for vehicles to enter and exit safely, the function facility shall not be permitted to operate.

Bushfire Management Plan

39. A bushfire hazard management plan, having regard to the site characteristics and management procedures in the event of a bushfire, shall be prepared prior to the commencement of use. The owner and/or operator and staff shall be made aware of the bushfire hazard management plan, its content, and the procedures that need to be followed in the case of a bushfire event.

Note: A copy of the bushfire management plan must be made available during Council’s compliance inspection.

No Cost to Council

40. 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.
41. All civil and related work shall be designed and supervised by a Registered Professional Engineer of Queensland (RPEQ) who is competent in the construction of the works.
42. All rates and charges of any description and all arrears of such rates and charges, together with interest outstanding thereon, on the land, due to Council, shall be paid to the Council prior to the commencement of the use.

Latest Versions

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

Application Documentation

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

CARRIED

9/0

Responsible Officer

Lead Town Planner

Item Number:

13.3

File Number: D18/19545

SUBJECT HEADING:

OUTBACK QUEENSLAND TOURISM AWARDS

Officer's Title:

Regional Tourism Development Coordinator

Executive Summary:

Maranoa Regional Council received an invitation from Outback Queensland Tourism Association Chair Belinda Murphy, with an offer to be the Awards Host Town in 2018.

The Outback Queensland Tourism Association Symposium and Awards will occur on Thursday 1, Friday 2 and Saturday 3 November 2018 and aims to attract approximately 200 tourism delegates and special guests.

Resolution No. GM/04.2018/54

Moved Cr Chandler

Seconded Cr O'Neil

That Council:

1. Accept the offer to host the Outback Queensland Tourism Awards 2018 in the Maranoa.
2. Assign an expenditure budget allocation of \$10,000 in the 2018/19 Tourism Operations budget to facilitate the organisation, and allow Council sponsorship, of the Awards.
3. Assign a revenue budget allocation of \$7,000 in the 2018/19 Tourism Operation budget to reflect the income gained through conference registrations and sponsorship.
4. Provide in kind assistance for the 2018 Outback Queensland Tourism Association Conference up to the value of \$5,000.
5. Form an organising Committee, consisting of Councillors Chandler and O'Neil, relevant Council officers and local industry representatives.
6. Ask that the organising committee provide a recommendation to Council as to where the conference should be located in the Maranoa, taking into account stakeholders' advice and recommendations, including Outback Queensland Tourism Association.

CARRIED

9/0

Responsible Officer

Regional Tourism Development Coordinator

Item Number: 13.4 **File Number:** D18/28335

SUBJECT HEADING: THE BIG RIG ACTION GROUP UPDATE

Officer's Title: Regional Tourism Development Coordinator

Executive Summary:

The Big Rig Action Group (BRAG) was endorsed by Council in December 2017, and since then the Group has assisted in developing the scope of works for the new Night Show. Council's procurement department is in the final stages of determining the preferred supplier.

- The Group has identified the following as the top three priorities for the 2018/19 financial year:*
- *Create the Peter Keegan Oil and Gas Museum, potentially in the existing indoor theatre and NOGI Room;*
 - *Produce an updated Design/Concept Plan and develop a business plan and Quantity Surveyor costing into the complete re-development of The Big Rig site to complement the 2013 Big Rig Master Plan;*
 - *Enhance the night time access to the café and remove tin from the café fence and replace with fencing that enables café customers to see in to The Big Rig Oil Patch.*

This report sought a resolution from Council to commit to the work as recommended by BRAG.

Resolution No. GM/04.2018/55	
Moved Cr McMullen	
That the matter lay on the table for consideration through the Budget Submissions & Financial Planning Standing Committee meeting process.	
CARRIED	9/0

Responsible Officer	Regional Tourism Development Coordinator
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Item Number: 13.5 **File Number:** D18/27448

SUBJECT HEADING: MOONLIGHTING IN MOFFATT BANNERS DISPLAY IN ROMA AIRPORT

Officer's Title: Regional Libraries, Arts & Culture Development Coordinator

Executive Summary:

The 11 banners that have been donated by Karen Knight-Mudie depict the folklore of the infamous Kenniff Brothers and their exploits within our region. A request was received from Council to investigate displaying these works in the airport.

Resolution No. GM/04.2018/56	
Moved Cr O'Neil	Seconded Cr Flynn
That Council:	
<ol style="list-style-type: none"> 1. Proceed with Options 1 and 2 of the Officer's report, and as follows: <ul style="list-style-type: none"> <u>Option 1</u> Select 3 banners (2 landscape, 1 portrait) to be hung in the front entry of the airport. Given the high UV the banners will be exposed to, the banners be rotated so that no banner is on display for longer than 3 months, and an information panel installed near the images to explain the story of the Kenniff Brothers. 	

<p>Option 2 A didactic representation of all the banners created and installed in the departure lounge of the Roma Airport.</p>	
<p>2. Funds be drawn from the Arts Budget GL – 02885.</p>	
<p>3. Seek estimates to reproduce the art work in their original panel sizes for Council’s further consideration.</p>	
CARRIED	7/2
<p>Mayor Golder called for a division of the vote.</p>	
<p>The outcomes were recorded as follows:</p>	
Those in Favour of the Motion	Those Against the Motion
Cr. Chambers	Cr. Golder
Cr. Chandler	Cr. Newman
Cr. Flynn	
Cr. McMullen	
Cr. O’Neil	
Cr. Scheffe	
Cr. Stanford	

Responsible Officer	Regional Libraries, Arts & Culture Development Coordinator
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Item Number: 13.6 **File Number:** D18/29423

SUBJECT HEADING: SMALL MUSEUMS CONFERENCE - SPONSORSHIP

Officer’s Title: Regional Libraries, Arts & Culture Development Coordinator

Executive Summary:
The Small Museums Conference will be held in Roma in October 2018. As the target audience for the conference will be volunteers, consideration will need to be given to the ticket price. By seeking sponsorship from key industry companies this will minimise the ticket price, and make it within reach of as many attendees as possible.

Resolution No. GM/04.2018/57	
Moved Cr Chandler	Seconded Cr Stanford
That Council proceed with seeking sponsorship for the Small Museums Conference.	
CARRIED	9/0

Responsible Officer	Regional Libraries, Arts & Culture Development Coordinator
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Item Number: 13.7 **File Number:** D18/22554

SUBJECT HEADING: FEE WAIVER REQUEST - ROMA STATE COLLEGE

Officer's Title: Manager - Facilities (Land, Buildings & Structures)

Executive Summary:

Council received correspondence requesting a waiver of hire fees for use of Bassett Park Oval, Ablutions and Grandstand for the purpose of having a movie night as a fundraiser for Roma State College Parents and Citizens (P&C) Committee.

Resolution No. GM/04.2018/58

Moved Cr McMullen

Seconded Cr Stanford

The Council:

1. **Waive the hire fees for the use of Bassett Park oval, ablutions and grandstand by Roma State College Parents and Citizens (P&C) Committee to hold Movie Night on Saturday 13 October 2018.**
2. **Transfer funds of \$266 from GL2887.2246.2001 – In Kind Assistance (Minor) to GL1281.1085 – Bassett Park Operating Revenue.**

CARRIED

9/0

Responsible Officer

Manager - Facilities (Land, Buildings & Structures)

Cr. Chandler declared a 'Conflict of Interest' in the following item, due to her being an executive member (President) of the Roma Show Society, the applicant under Council's consideration, and if approved the Society would financially benefit from receipt of Council's support. Cr. Chandler left the Chamber at 10.30am, taking no part in discussion or debate on the matter.

Cr. O'Neil declared a perceived 'Conflict of Interest in the following item, due to him being a paid member of the Roma Show Society. Cr. O'Neil elected to remain for discussion and debate on the matter on the basis that it would not affect his ability to consider the broader public interest in this matter.

Mayor Golder declared a possible 'Conflict of Interest in the following item, due to him being uncertain if he was a paid member of the Roma Show Society for the current financial year. Mayor Golder elected to remain for discussion and debate on the matter on the basis that it would not affect his ability to consider the broader public interest in this matter.

Item Number: 13.8 **File Number:** D18/29603

SUBJECT HEADING: ROMA SHOW SOCIETY - IN-KIND SPONSORSHIP REQUEST

Officer's Title: Administration Officer - Land Administration

Executive Summary:

Correspondence was received from the Roma Show Society seeking in-kind assistance for the 2018 Roma Show.

Resolution No. GM/04.2018/59

Moved Cr Stanford

That the matter lay on the table for further consideration at a later point during the meeting, pending the outcome of further investigations.

CARRIED (Mayor Golder and Cr. O'Neil voted in favour of the motion)

7/1

At cessation of discussion on the abovementioned item, Cr. Chandler entered the Chamber.

SUBJECT HEADING: SUSPENSION OF STANDING ORDERS
COUNCIL ADJOURNED THE MEETING FOR MORNING TEA AT 10.36AM

SUBJECT HEADING: RESUMPTION OF STANDING ORDERS
COUNCIL RESUMED THE MEETING AT 11.12AM

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/04.2018/60

Moved Cr McMullen

Seconded Cr O'Neil

That Council close the meeting to the public at 11.15am.

CARRIED

9/0

Cr. O'Neil declared a perceived 'Conflict of Interest' in relation to Item C.8 – Community Services Financial Year 2018/19 – Fees and Charges, with regard to the fees proposed for a Declared Regulated Dog, due to him owning a declared 'Menacing Dog'. Cr. O'Neil left the Chamber at 12.06pm, taking no part in discussion on this aspect of the fees and charges proposed.

At cessation of discussion on the abovementioned item, Cr. O'Neil returned to the Chamber at 12.15pm.

SUBJECT HEADING: SUSPENSION OF STANDING ORDERS
COUNCIL ADJOURNED THE MEETING FOR LUNCH AT 12.18PM

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

Cr. Newman returned to the meeting by Teleconference at 1.19pm.

Cr. Flynn declared a perceived 'Conflict of Interest' in relation to Item C.12 – Tender 18016 – Lease and Operation of the Roma Airport Café (Food and Beverage Service), due to his personal business operations at the Roma Airport. Cr. Flynn left the Chamber at 1.27pm taking no part in discussion on the item.

At cessation of discussion on the abovementioned item, Cr. Flynn returned to the Chamber at 1.28pm.

Cr. Chandler declared a 'Conflict of Interest' in relation to Item C.14 – Request for discount – Assessment 13012885, due to her being related to the applicant. Cr. Chandler left the Chamber at 1.35pm, taking no part in discussion on the matter.

At cessation of discussion on the abovementioned item, Cr. Chandler returned to the Chamber at 1.37pm.

Cr. Flynn declared a perceived 'Conflict of Interest' in relation to Item C.17 – Roma and Injune Aerodrome Compliance Inspection Report, due to his personal business operations at the Roma Airport. Cr. Flynn left the Chamber at 1.42pm, taking no part in discussion on the matter.

At cessation of discussion on the abovementioned item, Cr. Flynn returned to the Chamber at 1.45pm.

Resolution No. GM/04.2018/61

Moved Cr McMullen

Seconded Cr Flynn

That Council open the meeting to the public at 1.58pm.

CARRIED

9/0

Item Number:

C.1

File Number: D18/18033

SUBJECT HEADING:

COMPLAINT DUST AND NOISE - ROMA

Officer's Title:

Manager - Facilities (Land, Buildings & Structures)

Executive Summary:

A letter of complaint was received in relation to the Roma Mud Derby Grounds, Roma Touch Fields and Roma Little Athletics Fields.

Mayor Golder put forward the following draft motion, which was not voted on at the time, with Cr. Stanford putting forward a procedural motion for Council's consideration.

Moved Cr Golder

Seconded Cr McMullen

That Council:

- 1. Consider allocating funds in the 2018/19 budget to seal the Roma Touch Fields carpark.**
- 2. Undertake dust sealing to a value of \$15,000 within the section of roadway between the existing bitumen seal and chain fence alongside the Roma Touch Fields with funds to be allocated from work order 15225.**

3. Require the Roma Rednecks Mud Derby to monitor the noise outputs from vehicles participating in mud derby events and ensure excessive noise is not being created by modified or damaged exhaust systems.
4. Undertake further noise monitoring at a future Mud Derby event, with results to be reported to a General Council Meeting.
5. Proceed with calling for tenders to lease vacant Council land off Kimbler Road for grazing with the term of the lease to be two years, and that a 6 month termination clause be included in any lease.
6. Notify the complainant of Council's decision.

NO VOTE TAKEN

Responsible Officer	Manager - Facilities (Land, Buildings & Structures)
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Resolution No. GM/04.2018/62

Moved Cr Stanford

That the matter lay on the table to allow officers additional time to investigate potential budget implications should the draft motion proceed, and to investigate any legal implications for the proposed lease arrangements.

CARRIED

6/3

Mayor Golder called for a division of the vote.

The outcomes were recorded as follows:

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

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

C.2

File Number: D18/21408

SUBJECT HEADING:

ROMA POOL MANAGEMENT - OPTION TO RENEW

Officer's Title:

Facility Lease Management & Housing Officer/Team Coordinator

Executive Summary:

The Manager of the Denise Spencer Swimming Pool has advised they wish to exercise the Option to Renew clause within her contract. This would effectively extend the contract for a further three (3) years. The Manager has also requested that Council review the winter opening hours provided for in the contract due to low patronage during the cooler months.

Resolution No. GM/04.2018/63

Moved Cr Chambers

Seconded Cr O'Neil

That Council:

1. Approve the extension of the Denise Spencer Swimming Pool Management Agreement for a further three years until 31 August 2021.
2. Negotiate with the Roma Pool Contractor a reduction in the annual management fee reflective of the Roma Pool Contractor's request for reduced opening hours from 1 May to 31 August (excluding the month of July where the pool will close annually for maintenance) noting the proposed new winter opening hours as included below:

Day	Winter Opening Times
Monday	5.00 am – 7.30 am 3.00 pm – 6.30 pm
Tuesday	5.00 am – 7.30 am 12.30 pm – 6.30pm
Wednesday	5.00 am – 7.30 am 12.30 pm – 6.30 pm
Thursday	5.00 am – 7.30 am 12.30 pm – 5.30 pm
Friday	5.00 am – 7.30 am 12.30 pm – 6.30 pm
Saturday	10.00 am – 6.00 pm
Sunday	1.00 pm – 6.00 pm

CARRIED

6/3

Mayor Golder called for a division of the vote.

The outcomes were recorded as follows:

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

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

C.3

File Number: D18/25762

SUBJECT HEADING:

APPLICATION FOR CONVERSION OF TENURE - LOT 13 ON WT318

Officer's Title:

Administration Officer - Land Administration

Executive Summary:

The Department of Natural Resources, Mines and Energy sought Council's views on an application it has received for conversion of Grazing Homestead Perpetual Lease (GHPL) 39/7932 being Lot 13 on WT318 to freehold tenure.

Resolution No. GM/04.2018/64

Moved Cr Chandler

Seconded Cr McMullen

That Council advise the Department of Natural Resources, Mines and Energy it has no objection to the conversion of GHPL 39/7932 being Lot 13 on WT318 to freehold tenure, and should survey be required to establish boundaries of the land parcel then:

- Council to contribute to the costs associated with completing full survey of the land parcel;
- The contribution be limited to costs associated with establishing road reserves to encase roads within this parcel, if they are listed in Council's Road Register;
- Reimbursement be made following receipt of documents confirming the road reserves have been registered and all associated costs have been paid; and
- Authorise the Chief Executive Officer (or delegate) to negotiate arrangements with the landowner.

CARRIED

9/0

Responsible Officer

Administration Officer - Land Administration

Item Number:

C.4

File Number: D18/22887

SUBJECT HEADING:

APPLICATION FOR CONVERSION OF TENURE - LOT 1 ON WT235

Officer's Title:

Administration Officer - Land Administration

Executive Summary:

The Department of Natural Resources, Mines and Energy sought Council's views on an application it has received for conversion of Grazing Homestead Perpetual Lease (GHPL) 36/7864 being Lot 1 on WT235 to freehold tenure.

Resolution No. GM/04.2018/65

Moved Cr O'Neil

Seconded Cr Chandler

That Council advise the Department of Natural Resources, Mines and Energy that it offers no objection to the conversion of GHPL 36/7864 being Lot 1 on WT235 to freehold tenure.

CARRIED

9/0

Responsible Officer

Administration Officer - Land Administration

Item Number:

C.5

File Number: D18/29288

SUBJECT HEADING:

REQUEST FOR NON-FINANCIAL ASSISTANCE

Officer's Title:

Regional Grants & Council Events Development Coordinator

Executive Summary:

Council received a request for non-financial assistance. It was recommended that in this instance the request be accommodated.

Resolution No. GM/04.2018/66

Moved Cr McMullen

Seconded Cr Chandler

That Council:

1. Accommodate the request for non-financial assistance from the Injune Kindergarten and Children's Centre by:
 - a) Providing advice on sourcing local suppliers for sand and soft-fall material.
 - b) Transporting the material from Roma to Injune and assisting to spread material, on the proviso that labour and equipment are in the area, and is dependent on Council timeframes.
 - c) Allocating costs to the Major In-kind Assistance budget GL 2887.2248.2001.
2. Recommend to local groups seeking non-financial assistance that opportunities of supporting local business be investigated.

CARRIED

9/0

Responsible Officer	Regional Grants & Council Events Development Coordinator
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Item Number:

C.6

File Number: D18/28870

SUBJECT HEADING:

REQUEST TO AMEND COMMUNITY GRANT – MITCHELL GOLF CLUB

Officer's Title:

Regional Grants & Council Events Development Coordinator

Executive Summary:

The Mitchell Golf Club has requested an amendment to their Community Grant. It was recommended that this request be approved.

Resolution No. GM/04.2018/67

Moved Cr Chambers

Seconded Cr Scheffe

That Council approve the request from the Mitchell Golf Club for a variation to their 2016/17 Community Grant to allow the unspent funds to be used for the identified renovations, noting that the proposed works are still within the broad scope and benefits of the original project.

CARRIED

9/0

Responsible Officer	Regional Grants & Council Events Development Coordinator
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Item Number: C.7 File Number: D18/24831

SUBJECT HEADING: REQUEST FROM AUSTRALIAN CAMPDRAFT ASSOCIATION TO VARY COMMUNITY GRANT

Officer's Title: Regional Grants & Council Events Development Coordinator

Executive Summary:

The Australian Campdraft Association (ACA) has requested a variation to their community grant. Instead of the monetary amount, the Association has requested that an unused boardroom table be provided to the organisation.

Resolution No. GM/04.2018/68

Moved Cr O'Neil

Seconded Cr McMullen

That Council:

1. Provide the silky oak timber table, previously used by the Roma Town Council, as a loan to the Australian Campdraft Association for a period of five (5) years with an option to extend, in lieu of payment for their Community Grant.
2. Draft an appropriate loan agreement for both parties to sign in confirmation of arrangements.
3. Affix a plaque to the table on a location that is not on top of the table, with details of the provenance and loan timeframe.
4. Request the return of the Community Grant funds before the table is removed.

CARRIED

6/3

Mayor Golder called for a division of the vote.

The outcomes were recorded as follows:

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

Responsible Officer

**Regional Grants & Council Events
Development Coordinator**

Cr. O'Neil declared a perceived 'Conflict of Interest' in the first aspect of the following item due to him owning a 'Declared Regulated Dog', specifically a 'Menacing Dog'.

Cr O'Neil sought the Chair's and Council's permission to have the item considered in two parts so that he could remove himself from discussion and debate on the aspect for which he declared a perceived 'Conflict of Interest'.

All were in agreement with this approach as outlined below.

Item Number: C.8 **File Number:** D18/24789

SUBJECT HEADING: **COMMUNITY SERVICES FINANCIAL YEAR 2018/19 - FEES AND CHARGES ADOPTION**

Officer's Title: **Manager - Customer & Community Services**

Executive Summary:

Presentation of the proposed 2018/19 Community Services fees and charges for adoption.

Resolution No. GM/04.2018/69

Moved Cr Chandler

Seconded Cr Scheffe

That Council:

1. **Adopt the proposed fees and charges for Community Services for the 2018/19 financial year, with the exception of the category with a proposed increase greater than the Consumer Price Index (CPI).**
2. **Foreshadow that the remaining category (with a proposed increase greater than CPI) will be considered as a separate motion.**

CARRIED (Cr. O'Neil voted in favour of the motion)

7/2

Mayor Golder called for a division of the vote.

The outcomes were recorded as follows:

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

Responsible Officer

Manager - Customer & Community Services

Cr. O'Neil declared a perceived 'Conflict of Interest' in the following item due to him owning a 'Declared Regulated Dog', specifically a 'Menacing Dog'. Cr. O'Neil left the Chamber at 2.23pm, taking no part in discussion or debate on the second aspect of the report.

Resolution No. GM/04.2018/70
Moved Cr Chandler
Seconded Cr Scheffe

That Council adopt the proposed fees and charges for Community Services for the 2018/19 financial year with the category including a proposed increase greater than the Consumer Price Index (CPI) as presented.

CARRIED

6/2

Mayor Golder called for a division of the vote.

The outcomes were recorded as follows:

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

Responsible Officer
Manager - Customer & Community Services

At cessation of discussion and debate on the abovementioned motion, Cr. O'Neil returned to the Chamber at 2.26pm.

Item Number:
C.9
File Number: D18/27487
SUBJECT HEADING:
**RATES HARDSHIP APPLICATION - ASSESSMENTS
14003057 & 14020630**
Officer's Title:
Rates and Utilities Billing Officer
Executive Summary:

Correspondence was received from a ratepayer requesting an extension of time for payment of rates.

Resolution No. GM/04.2018/71
Moved Cr McMullen
Seconded Cr Scheffe
That Council:

1. Grant an extension of time for 6 months to allow time for a property to sell.
2. At the completion of the 6 month period review the applicant's request.
3. Advise the applicant to keep in contact with Council on a regular basis regarding the sale progress of the properties.

CARRIED

9/0

Responsible Officer
Rates and Utilities Billing Officer

Item Number: C.10 **File Number:** D18/28426

SUBJECT HEADING: TENDER CONSIDERATION PLAN - BIG RIG SHOW

Officer's Title: Manager - Procurement & Commercial Services

Executive Summary:

Council publicly advertised Tender 18036 (Design & Construct – Big Rig Night Show Upgrade), inviting suitably qualified and experienced Contractors to submit a schedule of rates pricing, and supporting documentation for the design & construction of the new Big Rig Show. However, Council did not receive any responses to Tender 18036.

The Tender Consideration Plan was tabled to outline a procurement process for the facilitation of the project.

Resolution No. GM/04.2018/72

Moved Cr Chandler

Seconded Cr O'Neil

That Council:

- 1. Prepare a tender consideration plan for the Big Rig Show project, pursuant to Section 230 of the *Local Government Regulation 2012*.**
- 2. Adopt the Tender Consideration Plan attached to the Officer's Report.**
- 3. Award the contract at a future General Meeting.**

CARRIED

8/1

Mayor Golder called for a division of the vote.

The outcomes were recorded as follows:

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

Responsible Officer

Manager - Procurement & Commercial Services

Item Number: C.11 **File Number:** D18/28574

SUBJECT HEADING: REQUEST FOR QUOTATION - BITUMEN SURFACING WOMBLEBANK GAP & INJUNE TAROOM ROAD

Officer's Title: Manager - Procurement & Commercial Services

Executive Summary:

Maranoa Regional Council invited suitably qualified and experienced Contractors to submit a schedule of pricing and supporting documentation for the delivery of bitumen sealing at Injune Taroom and Womblebank Gap Roads.

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

Resolution No. GM/04.2018/73	
Moved Cr McMullen	Seconded Cr Chambers
That Council:	
<ol style="list-style-type: none"> 1. Select RPQ Spray Seal Pty Ltd as the recommended supplier for VP101359 – Bitumen Surfacing Womblebank Gap & Injune Taroom Road. 2. Authorise the Chief Executive Officer (or delegate) to enter into final negotiations with RPQ Spray Seal Pty Ltd, noting the value of \$624,118.57 inclusive of GST, and form a contract by way of purchase order if the final terms are acceptable. 3. Assign the expenditure to Work Orders 18879 (Womblebank Gap Road) and 18026 (Injune Taroom 3A). 	
CARRIED	9/0

Responsible Officer	Manager - Procurement & Commercial Services
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Cr. Flynn declared a perceived 'Conflict of Interest' in relation to the following item, due to his personal business operations at the Roma Airport. Cr. Flynn left the Chamber at 2.31pm taking no part in discussion or debate on the matter.

Item Number: C.12 **File Number:** D18/29649

SUBJECT HEADING: TENDER 18016 - LEASE AND OPERATION OF THE ROMA AIRPORT CAFE (FOOD AND BEVERAGE SERVICE)

Officer's Title: Manager - Procurement & Commercial Services

Executive Summary:

After the release and subsequent evaluation of Tender 18016, Council resolved to accept a tender submission and award a contract for the lease and operation of the Roma Airport Café. The tender was awarded at the General Meeting held on 13 December 2017.

One amendment was tabled within this report, for Council's consideration.

Resolution No. GM/04.2018/74	
Moved Cr O'Neil	Seconded Cr McMullen
That the lease term be two years, with the option to extend for an additional two year term.	
CARRIED	8/0

Responsible Officer	Manager - Procurement & Commercial Services
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At cessation of discussion and debate on the abovementioned item, Cr. Flynn returned to the Chamber at 2.32pm.

Item Number: C.13 **File Number:** D18/29009

SUBJECT HEADING: ROMA QUARRY BUSINESS UNIT REPORT
- MARCH 2018

Officer's Title: Administration Officer - Materials Production (Quarry & Quarry Pits) / Costing Officer - Quarry

Executive Summary:

This Report was presented to Council to provide a summary of the performance of the Council's Quarry for March 2018 and the financial year to date. The information in the 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/04.2018/75	
Moved Cr Chambers	Seconded Cr Scheffe
That Council receive and note the Officer's report as presented.	
CARRIED	9/0

Responsible Officer	Administration Officer - Materials Production (Quarry & Quarry Pits) / Costing Officer - Quarry
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Cr. Chandler declared a 'Conflict of Interest' in the following item, due to her being related to the applicant under Council's consideration. Cr. Chandler left the Chamber at 2.33pm, taking no part in discussion or debate on the matter.

Item Number: C.14 **File Number:** D18/28732

SUBJECT HEADING: REQUEST FOR DISCOUNT - ASSESSMENT 13012885

Officer's Title: Lead Rates and Utilities Billing Officer/Systems Administrator

Executive Summary:

Correspondence was received from the applicant requesting discount be granted after payment was received following the close of discount.

Resolution No. GM/04.2018/76	
Moved Cr Chambers	Seconded Cr Scheffe
That Council not grant the discount on this occasion as the circumstances do not meet the criteria in Council's adopted Revenue Statement for granting discount.	
CARRIED	7/1
Mayor Golder called for a division of the vote.	
The outcomes were recorded as follows:	
Those in Favour of the Motion	Those Against the Motion
Cr. Chambers	Cr. Golder
Cr. Chandler	
Cr. Flynn	

Cr. McMullen	
Cr. Newman	
Cr. O'Neil	
Cr. Scheffe	
Cr. Stanford	

Responsible Officer	Lead Rates and Utilities Billing Officer/Systems Administrator
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At cessation of discussion and debate on abovementioned item, Cr. Chandler returned to the Chamber at 2.34pm.

Item Number: C.15 **File Number:** D18/29064

SUBJECT HEADING: AMENDMENT TO COUNCIL'S FEES AND CHARGES SCHEDULE - RIGHT TO INFORMATION (RTI) APPLICATION

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

Executive Summary:

Council's Fees and Charges Schedule includes fees associated with Right to Information (RTI) Applications. These fees are administered by the Right to Information Regulation 2012. An amendment to the regulation requires Council to update the relevant fees to reflect the legislative change.

Resolution No. GM/04.2018/77	
Moved Cr Chambers	Seconded Cr Stanford
That Council amend the Fees and Charges Schedule as follow in line with the <i>Right to Information Regulation 2012</i>:	
<ol style="list-style-type: none"> 1. Increase the Right to Information (RTI) Application Fee to \$48; and 2. Increase Right to Information (RTI) Processing Charges to \$7.45, noting the condition that this fee is nil, if the agency spends no more than 5 hours processing the application; or \$7.45 per 15 minutes or part of 15 minutes, if the agency spends more than 5 hours processing the application. 	
CARRIED	9/0

Responsible Officer	Associate to the Director – Corporate, Community & Commercial Services
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Item Number: C.16 **File Number:** D18/29121

SUBJECT HEADING: REQUEST FOR INTERNAL REVIEW - PERONNE ROAD, GUNNEWIN

Officer's Title: Associate to the Chief Executive Officer

Executive Summary:

A review of this matter was requested given a recent decision by Council.

Resolution No. GM/04.2018/78

Moved Cr Stanford

Seconded Cr O'Neil

That:

1. Council undertake maintenance works on Peronne Road, Gunnewin (332b), not exceeding \$3,600.
2. The balance of the resolution remain in place and be considered as part of Council's policy review.
3. Expenditure be accommodated through savings of other programmed works.

CARRIED

9/0

Responsible Officer

Associate to the Chief Executive Officer

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 2.38pm, taking no part in discussion or debate on the matter.

Item Number:

C.17

File Number: D18/29406

SUBJECT HEADING:

**ROMA AND INJUNE AERODROME COMPLIANCE
INSPECTION REPORTS**

Officer's Title:

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

Executive Summary:

The Roma Airport is required by the Civil Aviation Safety Regulations to conduct an Aerodrome Technical Inspection (ATI) and an Electrical Technical Inspection (ETI) annually and develop a corrective action plan related to the findings.

Maranoa Regional Council's Aeroplane Landing Areas (ALAs) Injune, Surat and Mitchell are also subject to a voluntary Compliance Inspection every three years to monitor the performance and condition of the ALAs, and provide recommendations to maintain safety standards.

This report advised Council of these reports and the proposed corrective action plan to address the findings of these inspections.

Resolution No. GM/04.2018/79

Moved Cr O'Neil

Seconded Cr McMullen

That Council:

1. Receive and note the Officer's report as presented.
2. Consider the items requiring budget consideration at an upcoming Budget Submissions & Financial Planning Standing Committee.

CARRIED

8/0

Responsible Officer

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

At cessation of discussion and debate of the abovementioned item, Cr. Flynn returned to the Chamber at 2.40pm.

Item Number: C.18 **File Number:** D18/29433

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/04.2018/80

Moved Cr Chambers

Seconded Cr Scheffe

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

- **Remove the following vacant positions from the organisational structure:**
 - **Team Leader Surat (0411)**
 - **Apprentice Diesel Mechanic (0735)**
- **Retitle the position of Plant Operator / Labourer (0771) to Water / Sewerage Treatment Plant Operator and reclassify the position to a Level 8 (Field Employees Certified Agreement).**
- **Retitle the position of Apprentice Plumber (0780) to Plant Operator / Labourer and reclassify the position to a Level 4 (Field Employees Certified Agreement).**

CARRIED

9/0

Responsible Officer

Associate to the Chief Executive Officer

LATE CONFIDENTIAL ITEM

Item Number: LC.1 **File Number:** D18/29211

SUBJECT HEADING: PROPOSAL FOR LONG TERM FINANCIAL PLANNING AND REVENUE MODELLING TOOL (INCLUDING RATES)

Officer's Title: Director - Corporate, Community & Commercial Services

Executive Summary:

This report was to propose the implementation of a Long Term Financial Planning and Revenue Modelling software (including rates) to complement Council's existing enterprise business system.

Resolution No. GM/04.2018/81

Moved Cr Chandler

Seconded Cr Chambers

That:

1. **Council engage Ibis Information Systems NZ Pty Ltd to provide its Integrated Financial Management (IFM) Strategic Planning & Reporting System (incorporating rates modelling).**
2. **The engagement be made in accordance with s 235(b) of the *Local Government Regulation 2012*, that: the local government resolves that, because of the specialised or confidential nature of the services that are sought, it would be impractical or disadvantageous for the local government to invite quotes.**
3. **Council authorise the Chief Executive Officer (or delegate) to enter into final negotiations with Ibis Information Systems NZ Pty Ltd, and raise a purchase order if the final terms are acceptable.**

4. Funds be transferred from the following General Ledgers to a new Work Order:

GL 2106.2080.2001 - \$5,000 Office Stationary & Supplies
 GL 2704.2024.2001 - \$20,000 Internal Audit - Materials & Services
 GL 2021.2051.2001 - \$1,500 Election Expenses – Materials & Services
 GL 2043.2500.2800 - \$18,500 Community Safety Special Projects

CARRIED

9/0

Responsible Officer	Director - Corporate, Community & Commercial Services
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Cr. Chandler declared a 'Conflict of Interest' in the following item, due to her being an executive member (President) of the Roma Show Society, the applicant under Council's consideration, and if approved the Society would financially benefit from receipt of Council's support. Cr. Chandler left the Chamber at 2.44pm, taking no part in discussion or debate on the matter.

Cr. O'Neil declared a perceived 'Conflict of Interest' in the following item, due to him being a paid member of the Roma Show Society. Cr. O'Neil elected to remain for discussion and debate on the matter on the basis that it would not affect his ability to consider the broader public interest in this matter.

Mayor Golder declared a possible 'Conflict of Interest' in the following item, due to him being uncertain if he was a paid member of the Roma Show Society for the current financial year. Mayor Golder elected to remain for discussion and debate on the matter on the basis that it would not affect his ability to consider the broader public interest in this matter.

Item Number: 13.8 **File Number:** D18/29603

SUBJECT HEADING: ROMA SHOW SOCIETY - IN-KIND SPONSORSHIP REQUEST

Officer's Title: Administration Officer - Land Administration

Executive Summary:

Correspondence was received from the Roma Show Society seeking in-kind assistance for the 2018 Roma Show.

Resolution No. GM/04.2018/82

Moved Cr Chambers

Seconded Cr Stanford

That Council support the Roma Show Society's 2018 Roma Show by approving:

1. Fee waiver on the disposal of show rubbish at the Maranoa Regional Council dump providing Council is notified by 2 May 2018 of the date that the waste contractor will be disposing of waste matter.
2. Assistance with any emergency repairs required on Council infrastructure that may arise during the Roma Show, e.g. repairs to burst water pipes.
3. Provision of a not-for-profit organisation fee waiver on hire of Maranoa Regional Council's chairs and tables for the Roma Show – 24 x tables, 396 x chairs, 15 x long tables.
4. The use of two portable PA systems belonging to Maranoa Regional Council.
5. Permission for the WORC crew to assemble art panels in the Wool Court and erect

temporary stables at Bassett Park on 2 May 2018 and waive all hire fees associated with use of the Wool Court from 2 May until 14 May 2018.

6. Provision of two (2) master keys for Bassett Park for the duration of the show.
7. The temporary suspension of racehorse training on the track at Bassett Park in the week prior to the Roma Show.
8. The temporary closure of the netball courts at Bassett Park during the show being 11, 12, 13 May, 2018.
9. Items 1 – 6 of the approval be incorporated into the User Agreement between Council and the Roma Show Society.

That Council advise the Roma Show Society that it cannot assist with the request for unloading, reloading and moving into position of skip bins due to Council not having the required machinery at Bassett Park.

CARRIED (Mayor Golder and Cr. O'Neil voted in favour of the motion) 8/0

Responsible Officer	Administration Officer - Land Administration
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At cessation of discussion and debate on the abovementioned item, Cr. Chandler returned to the Chamber at 2.47pm.

CLOSURE

There being no further business, the Mayor thanked Council for their attendance and declared the meeting closed at 2.50pm.

These Minutes are to be confirmed at the next General Meeting of Council to be held on 9 May 2018, at Roma Administration Centre.

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 Mayor

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 Date