



MINUTES

Ordinary Meeting of Council

12 May 2015 commencing at 10:20am

Quilpie Shire Council Boardroom

50 Brolga Street Quilpie

1 OPENING OF MEETING

The Mayor declared the meeting open at 10:20am

2 PRESENT

Cr Stuart Mackenzie

Cr Jenny Hewson

Cr Stewart Sargent

Cr Tony Lilburne

Cr Milan Milosevic

Dave Burges (Chief Executive Officer)

Jocelyn Hall (Executive Assistant)

3 APOLOGIES

4 CONDOLENCES

5 RECEIVING AND CONFIRMATION OF MINUTES

5.1 (05/15) – Ordinary Meeting of QSC held Friday, 17 April 2015 at 9:19am

Minutes of the Ordinary Meeting of Quilpie Shire Council held in the Council Boardroom, 50 Brolga Street Quilpie on Friday, 17 April 2015.

Resolution No: (01-05-15)

Moved by: Cr Milosevic

Seconded by: Cr Lilburne

That the minutes of the Ordinary Meeting of Quilpie Shire Council held on Friday, 17 April 2015 are taken as read and confirmed as an accurate record of proceedings.

5/0

6 MAYORAL REPORT

Cr Mackenzie provided a verbal report on meetings attended since the April Council meeting.

From 21 to 22 April, Cr Mackenzie attended the LGAQ Finance Summit in Brisbane together with Crs Hewson, Lilburne and Sargent. Due to the low interest rates, it was advised that this is the best time to obtain a loan. This conference also provided the opportunity for Cr Mackenzie to engage with Jackie Trad MP, Deputy Premier, Minister for Transport, Minister for Infrastructure, Local Government and Planning and Minister for Trade to outline the current rail situation and the effects from a local level.

Following on from this summit, Cr Mackenzie attended a Regional Development Australia meeting in Toowoomba on 23 April. The committee is looking into engaging Bob Neville to assist with community and economic development of small, medium and large towns and local government areas. It was noted that there are skilled individuals within our community that can make a difference with a little bit of support and encouragement.

Anzac Day was noted as great success and the new format was appreciated by the community. Council would like to pass on credit to all staff and community involved in the ANZAC Day program.

All Councillors attended the budget workshop held on 28 April where the proposed 2015/2016 budget was discussed. Following on from this meeting Cr Mackenzie attended an Outback Queensland Tourism Association meeting. OQTA continues to promote the Outback Mates Program which offers travellers discounts at participating businesses within the region. OQTA has been developing a new brand which is planned for release next month.

South West Regional Economic Development Board consultant Clare Mildren has been campaigning to maintain the rail livestock transport out of South West Queensland. The Department of Transport is currently reviewing its contract with rail operator Aurizon, which expires at the end of the year. Aurizon has recently conducted a trial for general freight on a once a week roster, however business and community have provided feedback on the importance of the twice weekly service. It was noted that the livestock cartage on the line is vital for outback businesses and communities.

A community meeting was held in Eromanga on 6 May with positive feedback on the now available mobile phone coverage. It was noted that Council committed to investigate options for the emptying of residents' septic tanks and in addressing the continuing power fluctuations.

Cr Mackenzie has been networking with neighbouring Shires in attempt to source additional funding to continue to offer the Health Promotional Officers Services through Primary Health (Federal Government)

ATTENDANCE

Engineering Services Manager, Sam Wooden entered the meeting at 10:31am

7 STATUS REPORTS

7.1 (05/15) –Engineering Services Status Reports

The following points were discussed with the Engineering Services Manager, Sam Wooden:

- Mark Judd, the new Workshop Supervisor, commences on 25 May.
- Cr Lilburne commented on the tidiness of the Council workshop and asked for the feedback to be passed onto Workshop staff.

- Council is currently advertising for a full time Mechanic as the Contract Mechanic will finish at the end of May.
- Cr Mackenzie enquired about the new depot site. It was advised that everything is on track now and the pad is awaiting final approval.
- Various grids have been identified as a concern and Main Roads have been advised.
- Cr Sargent has advised that there are dongas currently being advertised on Gumtree that might be suitable for Council camps.
- Engineering Services Manager advised Council on the current work plan for each crew.
- Ben Hall Transport has offered to donate three triple road trains of material to be supplied for use at the Quilpie Cemetery due to the safety concern. Chief Executive Officer to follow up on this issue.

ATTENDANCE

Engineering Services Manager, Sam Wooden left the meeting at 11:09am

BREAK

The meeting broke for morning tea at 11:09am and resumed at 11:33am

7.2 (05/15) –Community Services Status Reports

Noted

7.3 (05/15) –Financial Services Status Reports

Noted

7.4 (05/15) –Corporate Services Status Reports

Noted

7.5 (05/15) –Governance Status Reports

Noted

8 ENGINEERING SERVICES

No Reports

9 COMMUNITY SERVICES

No Reports

10 CORPORATE SERVICES

10.1 (05/15) - Corporate Credit Cards

As part of the Business Improvement Program (Stores and Procurement), the group recommended that to improve Council's efficiencies in procurement of goods and services the scope of staff with credit cards be expanded. Due to the increase of on-line procurement eg. booking flights, accommodation, conference registration, spare parts, IT items etc., there are times when the Chief Executive Officer's credit card particularly reaches the credit limit in one or two transactions. There is currently no credit card facility at the Works Depot, therefore staff must come up to the Administration office and request use of an existing credit card. This is an inefficient use of staff time and Council's funds.

Resolution No: (02-05-15)

Moved by: Cr Sargent

Seconded by: Cr Hewson

That Council agrees to amend its current Procurement Policy to increase Council's Credit Card threshold to \$20,000 and the following cards and limits be applied to the Policy:

- Chief Executive Officer - \$8,000
- Mayor - \$3,000
- Manager Corporate and Community Services - \$3,000
- Manager Engineering Services - \$3,000
- Senior Stores Officer - \$3,000

5/0

11 FINANCE REPORTS

11.1 (05/15) – Finance Report for Period Ending 30 April 2015

The Finance report was presented to Council for the period ending 30 April 2015.

Resolution No: (03-05-15)

Moved by: Cr Lilburne

Seconded by: Cr Hewson

That Council receives the Finance Report for the period ending 30 April 2015.

5/0

12 GOVERNANCE

12.1 (05/15) – Financial Assistance Grants to Local Government

By letters dated 10 April 2015 and 21 April 2015, the Australian Local Government Association (ALGA) and the Local Government Association of Queensland (LGAQ) are jointly seeking the support of Council for advocacy to have the Federal Government reverse the decision to freeze the indexation of Federal Assistance Grants (FAGs).

Resolution No: (04-05-15)

Moved by: Cr Lilburne

Seconded by: Cr Hewson

That Council:

- *Supports the position of the Australian Local Government Association and the Local Government Association of Queensland in relation to Financial Assistance Grants;*
- *Writes to Hon Bruce Scott MP, drawing attention to the impact of the Financial Assistance Grants freeze on the electorate;*
- *Acknowledges the importance of federal funding through the Financial Assistance Grants program for the continued delivery of council services and infrastructure;*
- *Acknowledges that Quilpie Shire Council will receive \$4.7 million in 2014-15; and*
- *Will ensure that this federal funding, and other funding provided by the Federal Government under relevant grant programs, is appropriately identified as Commonwealth grant funding in council publications, including annual reports.*

5/0

12.2 (05/15) – Delegations Register Review

The Local Government Act 2009 requires Chief Executive Officers to establish a register of delegations which must record all delegations by the Council, Mayor or Chief Executive Officer.

The purpose of the delegation registers are to formalise the responsibilities for a wide range of powers to be delegated by Quilpie Shire Council and by the CEO respectively within prescribed conditions and limitations in order to achieve greater efficiencies and improved decision-making.

Resolution No: (05-05-15)

Moved by: Cr Sargent

Seconded by: Cr Milosevic

That Council adopts the following delegations:

- *Environmental Offsets Act 2014 – Council to CEO*
- *Environmental Offsets Regulation 2014 – Council to CEO*
- *Aboriginal Cultural Heritage Act 2003 – Council to CEO*

That Council updates the following delegations:

(amendments to legislation)

- *Waste Reduction and Recycling Act 2011 (to include DEHP Delegation No. 1/2015)*

5/0

12.3 (05/15) – Eromanga Natural History Museum Road

MATERIAL PERSONAL INTEREST DECLARED

Cr Mackenzie declared a Material Personal Interest in this matter (*as defined in section 172 of the Local Government Act 2009*), due to being the Chairman of the Outback Gondwana Foundation. Cr Mackenzie dealt with this Material Personal Interest by leaving the meeting room and taking no part in the debate or discussion on the matter

Cr Mackenzie left the meeting at 10:40am

Cr Hewson, Deputy Mayor took the Chairperson's position and continued the meeting.

ATTENDANCE

Cr Mackenzie returned to the meeting at 10:42am

The road into the Eromanga Natural History Museum is a Council owned and controlled road. Council is also the property owner with a lease agreement in place with the Outback Gondwana Foundation to operate the facility.

An issue that requires a decision is the installation of a grid near the Mt Margaret Road intersection. The surrounding area is town common and stock, as well as wildlife, are entering the property and dying from a lack of water. The installation of a grid would require some associated fencing works to install the grid a suitable distance off the new fence line. This would allow retention of the gate currently in place if the site needs to be secured when staff are absent.

Resolution No: (06-05-15)

Moved by: Cr Lilburne

Seconded by: Cr Milosevic

That Council install a grid and undertake associated fencing works on the Eromanga Natural History Museum access road.

4/0

12.4 (05/15) – Local Government Infrastructure Services (LGIS) Proposal

A report was provided to the February 2015 Ordinary Meeting of Council on a proposal from Local Government Infrastructure Services (LGIS) to undertake a pre-feasibility study for electrical power generation in Quilpie. The study would provide a high level indication as to the potential financial and technical viability of using a geothermal plant for cooling water and electrical power generation and whether proceeding with a business case for the geothermal plant would be justified. The scope of works would include providing an outline of the issues and/or opportunities, the outcomes sought by Council and the preparation of a preliminary cost benefit analysis (CBA) utilising LGIS' model.

This scope of work could be delivered by LGIS in as little as 5 weeks and would attract a fixed fee of \$9,990 (excl GST). Council declined this offer.

LGIS have now firmed up the project proposed in Winton and are actively working with a considerable number of Councils in the western region in progressing similar projects.

LGIS are now offering three funding mechanisms for projects that are viable.

Resolution No: (07-05-15)

Moved by: Cr Hewson

Seconded by: Cr Milosevic

That Council not proceed with a pre-feasibility study for electrical power generation in Quilpie by Local Government Infrastructure Services

3/2

Resolution No: (08-05-15)

Moved by: Cr Sargent

Seconded by: Cr Hewson

That Council investigate solar power options for Council owned infrastructure in Quilpie.

5/0

12.5 (05/15) – Request for Assistance – Replacement of Dividing Fence

A report was provided to the April 2015 Ordinary Meeting of Council in relation to a request to share the cost of a new dividing fence at 59 Jabiru Street with the adjoining property at 57 Jabiru Street being owned by Council.

Council resolved as follows:

Resolution No: (05-04-15)

Moved by: Cr Sargent

Seconded by: Cr Hewson

That Council does not agree to contribute to a new fence as there is an existing fence of adequate quality.

5/0

The owners of 59 Jabiru Street were advised of this decision and have submitted a request for Council to review their previous decision.

Resolution No: (09-05-15)

Moved by: Cr Milosevic

Seconded by: Cr Lilburne

That Council ratifies the previous decision as per resolution number (05-04-15) from the April Council meeting.

5/0

12.6 (05/15) – Policy Review – Community Grants Policy

Council has discussed on several occasions the desire to review the Community Grants Policy. A draft revised policy was presented informally to Council in April 2015 and Council agreed in principal to the proposed changes.

Resolution No: (10-05-15)

Moved by: Cr Lilburne

Seconded by: Cr Sargent

That Council review and adopt the revised Community Grants Policy

5/0

13 CONFIDENTIAL

Resolution No: (11-05-15)

Moved by: Cr Milosevic

Seconded by: Cr Hewson

That Council enters into closed session under s275 of the Local Government Regulation 2012 at 12:54pm to discuss the following items:

- *Quilpie Centenary Events Coordinator*
- *Request to Erect Additional Hanger*
- *Manager Corporate & Community Services Appraisal*
- *Request for Pricing T22 Various Roads*
- *Request to Review Rates - Assessment 00858-00002-000*
- *Expression of Interest EOI 03 14-15 Project Management of New Depot Development*

5/0

ATTENDANCE

Executive Assistance, Jocelyn Hall left the meeting at 1:05pm and returned at 1:30pm

Resolution No: (12-05-15)

Moved by: Cr Hewson

Seconded by: Cr Milosevic

That Council moves out of Closed Session and resumed the Ordinary Meeting at 1:30pm

5/0

13.1 (05/15) – Quilpie Centenary Events Coordinator

At its Ordinary Meeting of Council held on Tuesday 10 March 2015, Council resolved to engage a Coordinator to oversee planning for the Quilpie Centenary Celebrations in 2017.

Outback Project Consulting (Ms Sophie Turner) has submitted an Expression of Interest for event management services.

Should Council accept the proposal from Outback Project Consulting, the next step will be to develop a framework under which preparations will be undertaken.

It will be important to devolve as much involvement and ownership to various clubs and / or individuals who are interested in being involved in hosting activities or events for the celebrations. As outlined in the report to Council in March 2015 (ref 73153) Council may wish to establish a Steering Committee comprised of representatives or interested clubs / organisations. It should be noted that there may be individuals not representing a particular organisation who may wish to be involved and this needs to be taken into consideration.

Resolution No: (13-05-15)

Moved by: Cr Milosevic

Seconded by: Cr Hewson

That Council accepts the Expression of Interest from Outback Project Consulting for the coordination of the Quilpie Centenary Events planning at an hourly rate of \$90.00 including GST.

That on acceptance of an offer, the Chief Executive Officer and the Manager Corporate and Community Services meet with Ms Sophie Turner of Outback Project Consulting to develop a broad overview and strategy for progressing the project, with a view to presenting the proposed strategy for consideration at the July 2015 Ordinary Meeting of Council.

5/0

13.2 (05/15) – Request to Erect Additional Hanger

By letter of 20 April 2015, Jack Tully is requesting approval to erect another hanger at the Quilpie airport. The hanger would be approximately eighteen metres in width and would allow Mr Tully to store and service helicopters.

This extension to an existing facility and use would have economic benefits to the region. It would be a relatively simple matter to extend the current arrangement to include an additional hanger.

Jack Tully currently has a "License to Occupy" over part of Lot 38 on NK69, being the Quilpie Airport.

Resolution No: (14-05-15)

Moved by: Cr Lilburne

Seconded by: Cr Hewson

That Council approve the request for an additional hanger at the Quilpie Airport and execute a revised "License to Occupy" if the project proceeds.

5/0

13.3 (05/15) – Manager Corporate & Community Services Appraisal

Manager of Corporate and Community Services, Lisa Hamlyn's contract of employment anniversary is 1 May 2015 and as such the annual performance review is due. This appraisal is being undertaken in two parts, firstly with the Chief Executive Officer and secondly with Council.

If any changes are required to be made to the contract, Council should make the relevant resolution.

Noted

14 CONSIDERATION OF LATE CONFIDENTIAL ITEMS

14.1 (05/15) – Request for Pricing T22 Various Roads

A request for pricing (RFP) has been issued for flood damage restoration works on the following roads:

RFP Number	Road
T22L	Cannaway Downs Road
T22M	Old Thargomindah Road
T22N	Durham Downs Road
T22O	Pinkilla Road
T22P	Wallyah Road (to be delivered with Pinkilla)
T22Q	Regleigh Road
T22R	Mt Howitt Road (to be delivered with Durham Downs)
T22S	Kiandra Road (to be delivered with Old Thargomindah)

The RFP was issued under T22 13-14 being Council's panel of pre-qualified suppliers (contractors). The RFP was issued to four (4) local suppliers capable of undertaking the works, namely:

- Eromanga Contracting;
- Adavale Plant Hire;
- SC & KG Bowen; and
- APV Contracting.

Pricing closed on Thursday 7 May 2015. Submissions were received from four (4) contractors for various roads. A detailed analysis has been undertaken by Proterra Group.

Each road has been identified as a "separable portion" in the document. This means that Council can award separate roads to separate contractors however it does not diminish Council's responsibility to award works in accordance with the *Local Government Act 2009*, the *Local Government Regulation 2012* and Council's Procurement Policy.

Resolution No: (15-05-15)

Moved by: Cr Hewson

Seconded by: Cr Lilburne

That Council award the following NDRRA restoration works:

Project	Road	Contractor	Estimated Amount (excl GST)
T22M	Old Thargomindah Road	SC & KG Bowen	\$583,184.00
T22N	Durham Downs Road	APV Contracting	\$400,779.84
T22O	Pinkilla Road	Adavale Plant Hire	\$176,111.80
T22P	Wallyah Road	Adavale Plant Hire	\$113,608.00
T22Q	Regleigh Road	APV Contracting	\$79,091.50
T22R	Mt Howitt Road	APV Contracting	\$65,085.90
T22S	Kiandra Road	SC & KG Bowen	\$17,222.40

5/0

14.2 (05/15) – Request to Review Rates – Assessment 00858-00002-000

By letter of 8 May 2015, the owners are strongly objecting to the recent and proposed rate increases for assessment number 00858-00002-000 and are requesting Council review the rate structure and increases.

Noted

BREAK

The meeting broke for lunch at 1:58pm and resumed at 2:38pm

14.3 (05/15) – Expression of Interest EOI 03 14-15 Project Management of New Depot Development

Expressions of Interest (EOI-03 14-15) have been called for the project management of the construction and fit-out of the proposed new works depot. The scope of work outlined in the EOI document includes:

- The supervision and certification of all works associated with the main contract including structural elements, slabs and footings, plumbing and drainage, painting and outfitting, electrical and mechanical works and site electrical and plumbing works.
- The supervision and certification of all other works undertaken by Council and local contractors.
- Where necessary, working with Council to prepare specifications and quotation documents for works outside the main contract.
- Coordination of the fit-out and transfer of operations from the existing depot.

- Acting as the Principals Representative for all aspects of the project.

Resolution No: (16-05-15)

Moved by: Cr Milosevic

Seconded by: Cr Lilburne

That Council appoint Brandon & Associates as project managers for the construction of the new depot facility.

5/0

15 CONSIDERATION OF LATE ITEMS

15.1 (15/15) –Community Grant Out-of-Round Request – Nockatunga Toompine Polocrosse Club

The Nockatunga / Toompine Polocrosse Club has made a verbal request for Council to provide the following support for their upcoming event:

- Supply of approximately 450 metres of poly pipe including fittings for 8 or 10 watering points.
- Assistance with installation. The Club will excavate the trench however Council's plumber will be required to assist and install the pipe and fittings.

The verbal request was followed up by an email on Friday 8 May 2015 from Pierce Edwards on behalf of the Club.

The Club has also requested the use of the Council camp ablution block as the other facilities will be overloaded. Subject to them not being required for Council use in time there should not be a problem with this.

Resolution No: (17-05-15)

Moved by: Cr Lilburne

Seconded by: Cr Hewson

That Council ratify the approval of a community grant to the Nockatunga – Toompine Polocrosse Club for the supply of materials and in-kind support to the approximate value of \$2,000.

5/0

15.2 (15/15) – Request for Rubbish Removal

By letter received 7 May 2015, Sharon Roberts from Eromanga is requesting Council remove her rubbish, presumably on an on-going basis, due to her difficulty in standing for extended periods. This assistance was being provided unofficially for a period of time and staff on the ground in Eromanga advise it does not pose a problem.

Mrs Roberts also raises the issue of trees dying at the Eromanga Cemetery and in Borella Street and a previous letter to which Council had not responded. The matter has been addressed by staff with Council's plumber providing an additional connection to the holding tank used to water the town streets, thus ensuring a better supply.

Resolution No: (18-05-15)

Moved by: Cr Milosevic

Seconded by: Cr Hewson

That Council assist in arranging a volunteer to assist with the rubbish removal at 3 Deacon Street, Eromanga.

5/0

15.3 (05/15) – Development Application – Material Change of Use – Lot 58 on CP896608

A development application has been made by Eagle Gallery seeking a Development Permit for a Material Change of Use on land identified as Lot 58 on CP896608, Sommerfield Road, Quilpie, QLD, 4480.

Resolution No: (19-05-15)

Moved by: Cr Sargent

Seconded by: Cr Milosevic

That the Development Application for a Material Change of Use on land described as Lot 58 on CP896608 be approved subject to the following conditions:-

- 1. The development shall be generally in accordance with supporting information supplied by the applicant with the development application and in accordance with the following:*
 - The proposed use is for individuals or small groups; and*
 - The two bedrooms would not be let separately;*
- 2. All outstanding rates and charges shall be paid to Council prior to the commencement of the use.*
- 3. No further building works are approved apart from those works necessary to ensure building codes and regulations for the proposed use in the existing building are met.*
- 4. Appropriate approval is granted for building, plumbing and drainage works to the existing building.*
- 5. The amenity of the surrounding area is to be protected at all times.*
- 6. All change to the existing buildings and structures associated with the approved use are designed so that the amenity of the Industrial Zone is maintained.*
- 7. 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. All lighting shall be directed or shielded so as to ensure that no glare directly affects nearby properties or the operational safety of Sommerfield Road.*
- 8. Stormwater is to be collected and discharged in accordance with Schedule 1, Division 5: Standards for Stormwater Drainage, Section 5.1.*
- 9. All excavation or filling within 1.5m of any site boundary is battered or retained by a wall that does not exceed 1m in height.*
- 10. All excavation or filling is undertaken in accordance with Schedule 1, Division 1: Standards for Construction Activities, Section 1.1.*

11. During construction soil erosion and sediment is to be controlled in accordance with standards contained in Schedule 1, Division 1: Standards for Construction Activities, Section 1.1.

5/0

16 GENERAL BUSINESS

Rates and Charges Comparative Data Review

Mead Perry Group has compiled a Rates and Charges Comparative Data Review which was distributed to Councillors for information.

ANZAC Grants

Chief Executive Officer, Dave Burges advised that there are ANZAC Grants available and possible projects were discussed.

Pest Management Funding

Cr Mackenzie will advise when Pest Management Funding is available and will be emailed to fellow Councillors for feedback.

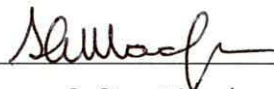
17 MEETING DATES

The next meeting of Quilpie Shire Council will take place on Tuesday, 16 June 2015 in the Quilpie Shire Council Boardroom, commencing at 9:30am.

The Mayor declared the meeting closed at 3:20pm

I hereby certify that the foregoing is a true record of the Minutes of the Proceedings of the Ordinary Meeting held on the Tuesday, 12 May 2015.

Submitted to the Ordinary Meeting of Council held on the Wednesday, 17 June 2015.



Cr Stuart Mackenzie

Mayor of Quilpie Shire Council

16/6/15

Date