



Ordinary Meeting of Council

MINUTES

Friday 8 July 2016

Quilpie Shire Council Boardroom
50 Brolga Street, Quilpie Qld 4480





ORDINARY MEETING OF COUNCIL

Friday 8 July 2016

Quilpie Shire Council Boardroom

MINUTES

1 OPENING OF MEETING

The Mayor declared the meeting open at 9:53am.

2 PRESENT

Cr Stuart Mackenzie (Mayor)

Cr Jenny Hewson (Deputy Mayor)

Cr Bruce Paulsen

Cr Roger Volz

Dave Burges (Chief Executive Officer)

In attendance: Mrs Maree Radnedge (Minutes Secretary).

3 APOLOGIES

Cr Bob Hall

Resolution No: (01-07-16)

Moved by: Cr Jenny Hewson

Seconded by: Cr Bruce Paulsen

That apologies be received from Cr Bob Hall and he be granted leave from the meeting.

4/0

4 CONDOLENCES

Condolences have been sent to the families of Jane Tully and Beryl Brown.

5 RECEIVING AND CONFIRMATION OF MINUTES

5.1 (07/16) – Ordinary Meeting of QSC held Friday 10 June 2016 at 9:58am

Minutes of the Ordinary Meeting of Quilpie Shire Council held in the Council Boardroom, 50 Brolga Street Quilpie on Friday, 10 June 2016.

Resolution No: (02-07-16)

Moved by: Cr Bruce Paulsen

Seconded by: Cr Jenny Hewson

That the minutes of the Ordinary Meeting of Quilpie Shire Council held on Friday, 10 June 2016 are taken as read and confirmed as an accurate record of proceedings.

4/0

6 MAYORAL REPORT

Mayor Stuart Mackenzie provided a verbal report on activities undertaken since the last Ordinary Meeting of Council:

- Councillors Mackenzie, Hewson, Hall and Paulsen attended the Eromanga community Meeting on Tuesday 14 June 2016;
- All Councillors attended a budget workshop on 17 June 2016;
- Cr Mackenzie had planned to attend a board meeting of the Outback Queensland Tourism Authority (OQTA) in Longreach on the 20 and 21 June 2016 however due to rain and subsequent road conditions, Cr Mackenzie was required to join the meeting via teleconference;
- Cr Mackenzie attended a meeting of the Community Advisory Network (CAN) on 23 June 2016;
- All Councillors attended a breakfast with Senator Barry O'Sullivan, Liberal National Party candidate for the seat of Maranoa David Littleproud and Senator candidate Gerard Rennick on 24 June 2016;
- All Councillors attended a budget workshop on 24 June 2016;
- Councillors Mackenzie and Hewson attended a meeting of the South West Hospital and Health Service (SWHHS) meeting on 27 June 2016;
- Cr Mackenzie attended the Strategic Leadership Team meeting with Council's management team on 27 June 2016;
- Cr Mackenzie attended the Outback Fringe Festival on Saturday 2 July 2016;
- Cr Mackenzie attended the South West Natural Resource Management (SWNRM) 2016 Mulga Awards on 6 July 2016.

7 STATUS REPORTS

7.1 (07/16) – Engineering Services Status Report

Noted.

7.2 (07/16) – Corporate and Community Services Status Report

Noted.

7.3 (07/16) – Financial Services Status Report

Noted.

7.4 (07/16) – Governance Status Report

Noted.

8 ENGINEERING SERVICES

No reports tabled.

9 CORPORATE AND COMMUNITY SERVICES

9.1 (07/16) – Inflatable Amusement Equipment – Review of Hire Arrangements

ATTENDANCE

Council's Manager Corporate & Community Services, Mrs Lisa Hamlyn attended the meeting at 10:09am.

A report was submitted to the Council Meeting in March 2016 due to increasing publicity regarding the risks associated with inflatable land borne amusement equipment and concerns raised by staff who manage the equipment. Council instructed the Manager of Corporate and Community Services to advertise for Expressions of Interest for management rights to Council's Land –Borne Amusement Equipment. No Expressions of Interest were received.

Resolution No: (03-07-16)

Moved by: Cr Bruce Paulsen

Seconded by: Cr Jenny Hewson

That Council offers the inflatable amusement equipment for sale by tender and that staff investigate alternative amusement equipment options for hire to community groups.

4/0

ATTENDANCE

Mrs Hamlyn left the meeting at 10:40am.

ADJOURNMENT

The meeting adjourned at 10:42am and resumed at 11:09am.

10 FINANCE

10.1 (07/16) – Finance Report Ending 30 June 2016

ATTENDANCE

Council's Manager Financial Services, Mr David Charlton, attended the meeting at 11:09am.

The Finance report was presented to Council for the period ending 30 June 2016.

Resolution No: (04-07-16)

Moved by: Cr Bruce Paulsen

Seconded by: Cr Roger Volz

That Council receives the Finance Report for the period ending 30 June 2016.

4/0

10.2 (07/16) – Annual Valuation Consultation

By letter of 20 June 2016, The Valuer General of the Department of Natural Resources and Mines (DNRM) is requesting Council's views on whether a valuation of rateable land within the shire should be undertaken to be effective 30 June 2017.

Resolution No: (05-07-16)

Moved by: Cr Jenny Hewson

Seconded by: Cr Bruce Paulsen

That Council advise that a valuation of Quilpie Shire rateable land to be effective 30 June 2017 should not be undertaken.

4/0

10.3 (07/16) – Audit Committee Meetings

In accordance with section 105 of the Local Government Act 2009, Council has established an audit committee which meets on a regular basis to consider various matters and make recommendations to Council for matters they consider require action or improvement.

The Quilpie Shire Council Audit Committee met on Monday 15 February. More recently, the Committee met on Friday 10 June 2016, with a subsequent meeting to consider the proposed 2016-17 budget held on Friday 24 June 2016.

Resolution No: (06-07-16)

Moved by: Cr Jenny Hewson

Seconded by: Cr Bruce Paulsen

That Council receive the minutes for the Audit Committee meetings held on Monday 15 February, Friday 10 June and Friday 24 June 2016, and adopt the recommendations contained therein.

4/0

10.4 (07/16) – Category Four (4) Outstanding Rates

A discussion took place regarding the procedure relating to the recovery of category four (4) outstanding rates.

Noted.

ATTENDANCE

Mr Charlton left the meeting at 11:42am.

11 GOVERNANCE

11.1 (07/16) – Delegations Register

Section 257 of the *Local Government Act 2009 (the Act)* provides for a local government to delegate a power under *the Act* or another Act to the Chief Executive Officer. *The Act* requires a Chief Executive Officer (CEO) to establish a register of delegations which must record all delegations by the Council, Mayor or CEO.

The purpose of the delegations register is 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.

Delegations must be reviewed annually.

Resolution No: (07-07-16)

Moved by: Cr Jenny Hewson

Seconded by: Cr Roger Volz

That the powers referred to in the document titled "Register of Delegations – Council to CEO" as presented to Council are hereby delegated by Council to the Chief Executive Officer of Council pursuant to section 257 of the Local Government Act 2009.

4/0

11.2 (07/16) – Adoption of Policies

All Council policies have been reviewed by staff and relevant policies reviewed by Council. The revised policies now need to be formally adopted by Council.

Resolution No: (08-07-16)

Moved by: Cr Jenny Hewson

Seconded by: Cr Bruce Paulsen

That Council adopt the following policies:

F.01 Audit Committee Policy

F.02 Internal Audit Policy

F.05 Procurement Policy

F.07 Fraud and Corruption Control Policy

F.08 Investment Policy

F.09 Private Works Policy

F.10 Recovery of Rates & Charges and General Debt Policy

F.11 Rates & Utility Charges - Pensioner Rebate & Concession Policy

G.17 Dealing With a Complaint Involving the Chief Executive Officer Policy

4/0

11.3 (07/16) – LGAQ Civic Leaders Summit

The Local Government Association of Queensland holds a Civic Leaders Summit annually. The Summit is open to Mayors, Deputy Mayors and CEOs. The 2016 Civic Leaders Summit is being held on 13 to 15 July.

Resolution No: (09-07-16)

Moved by: Cr Jenny Hewson

Seconded by: Cr Bruce Paulsen

That Council authorise the Mayor to attend the 2016 LGAQ Civic Leaders Summit.

4/0

11.4 (07/16) – Community Bus Expenses

Councillors and staff attended a community meeting in Eromanga on Tuesday 14 June 2016. One of the requests from the meeting was for Council to provide or assist with the provision of a community bus for Eromanga.

Council agreed that the CEO would further investigate this matter and information on operation and ownership costs were presented to Council for their consideration.

Resolution No: (10-07-16)

Moved by: Cr Bruce Paulsen

Seconded by: Cr Roger Volz

That Council investigate options for the replacement of the Toyota Commuter Bus (Unit 43).

4/0

11.5 (07/16) – RDA DDSW Economic Profiling Platform

By email of 22 June, the Executive Officer of Regional Development Australia Darling Downs South West (RDA DDSW) has requested advice as to whether Council is interested in participating in gaining access to an economic profile platform.

RDA DDSW has obtained a very competitive offer from .ID for each of the 10 individual councils in the region with RDA DDSW also having access to all 10 sites.

Resolution No: (11-07-16)

Moved by: Cr Jenny Hewson

Seconded by: Cr Bruce Paulsen

That Council accept the offer from Regional Development Australia Darling Downs South West to participate in accessing an economic profile platform from .ID to the value of \$3,000.

4/0

11.6 (07/16) – IQ-RAP Working Group Request for Funding Assistance

The Inland Queensland Road Action Plan evolved from an initial meeting in Longreach in 2014. A working group was formed to prepare a comprehensive plan for the upgrading of roads throughout Queensland. Thirty three Councils across Queensland participated in the initial project and provided \$5,000 per Council in funding.

By letter of 17 June 2016, the Chair of the IQ-RAP Working Group is requesting an additional \$5,000 funding from all participating Councils.

The funding would be used to continue advocating for this strategic plan to secure more consistent and long-term funding for the inland Queensland road network.

Noted. This item was deferred for consideration to the August Ordinary Meeting of Council.

11.7 (07/16) – Adoption of 2016/17 Operational Plan

In accordance with Section 174 (1) of the Local Government Regulation 2012, the Quilpie Shire Council Operational Plan for the year ending 30th June 2017 has been prepared and is presented for adoption.

Resolution No: (12-07-16)

Moved by: Cr Bruce Paulsen

Seconded by: Cr Jenny Hewson

That Council adopt the Operational Plan for 2016/17 as presented.

4/0

11.8 (07/16) – Murana Road Intersection

Council has discussed at various times the need to identify and promote land opportunities for a major development in the hospitality industry (motel / accommodation) and/or the service industry (roadhouse).

A preliminary concept plan has been undertaken to modify the Brolga Street / Murana Road intersection. This concept provides for greater highway frontage for a potential development site which in turn would make it a more attractive proposal for an investor. Access to the site would still be required from Murana Road.

Noted.

11.9 (07/16) – Local Heritage Register for the New Planning Scheme

Further to the report presented to the June 2016 Ordinary Meeting of Council a review of the draft Local Heritage Register compiled for inclusion in the new planning scheme needs to be finalised.

Resolution No: (13-07-16)

Moved by: Cr Bruce Paulsen

Seconded by: Cr Jenny Hewson

That Council adopts a Local Heritage Register for the draft planning scheme that is currently being prepared.

4/0

ADJOURNMENT

The meeting adjourned at 1:13pm and resumed at 1.55pm.

12 CONFIDENTIAL

Resolution No: (14-07-16)

Moved by: Cr Roger Volz

Seconded by: Cr Jenny Hewson

That Council enters into closed session under s275 of the Local Government Regulation 2012 at 1:55pm to discuss the following items:

- Property rating matters;
- Application for Mining Claim;
- Project Management – 2016 Flood event; and
- Visitor Information Centre Proposal.

4/0

ATTENDANCE

Council's Rates/Housing Officer, Ms Alisha Moody attended the meeting at 2:07pm and left at 2:08pm.

Resolution No: (15-07-16)

Moved by: Cr Jenny Hewson

Seconded by: Cr Bruce Paulsen

That Council moves out of Closed Session and resumes the Ordinary Meeting at 3:03pm.

4/0

12.1 (07/16) – Request for Rates Assistance

A request for assistance with overdue rates has been received from an owner who has a number of properties in the shire.

Resolution No: (16-07-16)

Moved by: Cr Roger Volz

Seconded by: Cr Jenny Hewson

That Council will not grant a concession for rates overdue and again offer to enter into a payment plan on the following properties:

- *Rates assessment 00581-14000;*
- *Rates assessment 00649-15000;*
- *Rates assessment 00845-03500;*
- *Rates assessment 00312-00000; and*
- *Rates assessment 00176-00000*

4/0

12.2 (07/16) – Visitor Information Centre Proposal

Further to the report presented to the May 2016 Ordinary Meeting of Council, Council needs to consider the proposal received from B&W Solutions to manage the Quilpie Visitor Information Centre (VIC).

Resolution No: (17-07-16)

Moved by: Cr Jenny Hewson

Seconded by: Cr Bruce Paulsen

That Council declines the proposal from B & W Solutions.

That Council undertake an assessment of our tourism, marketing and business development with a view to developing a Strategic Plan for the Quilpie Shire.

4/0

12.3 (07/16) – Rates Discount Request

By correspondence received 20 June 2016, the owner of rates assessment 00337-20000-000 is requesting Council allow the 10% discount for prompt payment. Due to a good payment record and that the error in payment amount was a genuine oversight, the owner is requesting that Council allows the discount on this occasion.

Resolution No: (18-07-16)

Moved by: Cr Bruce Paulsen

Seconded by: Cr Jenny Hewson

That Council approves the request to award discount of 10% to rates assessment 00337-20000-000.

4/0

12.4 (07/16) – Application for Mining Claim No. 30006

By correspondence dated 17 June 2016, the Department of Natural Resources and Mines (DNRM) is requesting Council's views on a Mining Claim Application Certificate for Mining Claim No. 300060. Any objection is to be lodged with the Department on or before 22 July 2016.

Resolution No: (19-07-16)

Moved by: Cr Jenny Hewson

Seconded by: Cr Bruce Paulsen

That Council offers no objection to the Mining Claim Certificate for Mining Claim No.300060.

4/0

12.5 (07/16) – 2016 NDRRA Project Management

The Natural Disaster Relief and Recovery Arrangements (NDRRA) have been approved for the 2016 flooding event. The 2016 NDRRA program is quite modest and it is envisaged that the project management will consist of part-time and mainly off-site work by one project manager and on-site work by one supervisor for the duration of the outsourced works to local contractors.

Resolution No: (20-07-16)

Moved by: Cr Roger Volz

Seconded by: Cr Jenny Hewson

That Council appoint Proterra Group as project manager for the 2016 NDRRA works program.

4/0

13 LATE CONFIDENTIAL ITEMS

13.1 (07/16) – Rates Discount Request

By correspondence received on 30 June 2016, the owner of rates assessment 00227-00000-000 is requesting Council allow the 10% discount to this rates assessment. The owner advises he recently returned from an extended overseas trip to discover he had missed paying the rates, the first time in 8 years.

Resolution No: (21-07-16)

Moved by: Cr Roger Volz

Seconded by: Cr Bruce Paulsen

That Council approves the request to award discount of 10% to rates assessment 00227-00000-000.

4/0

13.2 (07/16) – Rates Interest Write Off Request

Council has received a request from the owner of rates assessment 00858-0000-000 to write off the interest amount of \$812.97 due to an error in the calculation of outstanding interest.

Resolution No: (22-07-16)

Moved by: Cr Bruce Paulsen

Seconded by: Cr Jenny Hewson

That Council approves the request to write off the interest amount of \$812.97 applied to Assessment No 00858-0000-000.

4/0

14 LATE ITEMS

14.1 (07/16) – Eromanga Community Development Funds – Request from OGF

MATERIAL PERSONAL INTEREST DECLARED

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

ATTENDANCE

Cr Mackenzie left the meeting at 3:13pm.

CHAIRING OF MEETING

Cr Hewson assumed the Chair at 3:13pm.

By correspondence received on 3 July 2016 the Outback Gondwana Foundation (OGF) have provided details of a proposed education program for 2017. They have requested Council assistance with the project to the value of \$52,750 utilising the Eromanga Community Development funds for 2016/17. These funds would be used to construct an extension to the existing facility.

Resolution No: (23-07-16)

Moved by: Cr Bruce Paulsen

Seconded by: Cr Roger Volz

That Council defer consideration of the request from the Eromanga Natural History Museum for the 2017 education program until other funding sources are confirmed and the accommodation units completed.

3/0

ATTENDANCE

Cr Mackenzie returned to the meeting at 3:25pm and resumed the position of Chair.

14.2 (07/16) – Bank Holiday 2017

By correspondence dated 5 July 2016 the Office of Industrial Relations has invited Council to nominate for a show or special holiday in 2017.

Resolution: (24-07-16)

Moved by: Cr Roger Volz

Seconded by: Cr Jenny Hewson

That Council nominate Friday 28 April as the 2017 bank holiday.

4/0

15 GENERAL BUSINESS

15.1 LGAQ NOMINATION FOR ELECTION OF PRESIDENT

It was noted that LGAQ are calling nominations for President.

15.2 RATES NOTICES

A discussion took place regarding rates notice distribution options. Council staff will bring a report to the August Ordinary Meeting of Council on alternative rates notice distribution options.

15.3 BUILDING APPLICATION FEES – ST FINBARR’S

It was noted that Councillors had responded in the positive to an emailed request to waive the building application fees for the shade structure at St Finbarr’s School.

15.4 QUEENSLAND DAY 2017

A discussion took place regarding Council’s involvement in Queensland Day in 2017.

15.5 GRID - KYABRA ROAD

Cr Mackenzie has been advised that the bolts holding the new grids together on Kyabra Road look loose.

15.6 GLENVALE ACCESS ROAD

Cr Mackenzie has received an enquiry from the property owner of Glenvale Station about who is responsible for the maintenance of a 1km section of access road which is on the Town Common Reserve. Council will review the Register of Roads Policy at the August Ordinary meeting of Council.

15.7 ELECTED MEMBER TRAINING

A discussion took place regarding future training options for elected members, particularly relating to financial management.

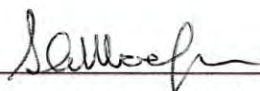
16 MEETING DATES

The next Ordinary meeting of Quilpie Shire Council will take place on Friday, 5 August 2016 in the Quilpie Shire Council Boardroom, commencing at 9.30am.

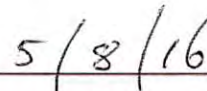
The Mayor declared the meeting closed at 4:33pm.

I hereby certify that the foregoing is a true record of the Minutes of the Proceedings of the Ordinary Meeting held on the Friday, 8 July 2016.

Submitted to the Ordinary Meeting of Council held on the Friday, 5 August 2016.



Cr Stuart Mackenzie



Date

Mayor of Quilpie Shire Council