



QUILPIE SHIRE COUNCIL

Minutes

Ordinary Meeting of Council

16 April 2013 commencing at 9:25am

Quilpie Shire Council

50 Brolga Street Quilpie

1 OPENING OF MEETING

The Mayor declared the meeting open at 9:25am

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 COLDOLENCES

Condolences have been sent to the families of the late Alf Johnson, Peter Whiteman, Madge Sommerfield and John Quintana.

5 RECEIVING AND CONFIRMATION OF MINUTES

5.1 (04/13) – Ordinary Meeting of QSC held Tuesday 12 March 2013 at 9:05am

Minutes of the Ordinary Meeting of Quilpie Shire Council held in the Quilpie State College Resource Centre, Chulungra Street Quilpie on Tuesday 12 March 2013.

Resolution No: (01-04-13)

Moved by: Cr Milosevic

Seconded by: Cr Hewson

That the minutes of the Ordinary Meeting of Quilpie Shire Council held on Tuesday 12 March 2013 are taken as read and confirmed as an accurate record of proceedings.

5/0

6 MAYORAL REPORT

The Mayor attended the Western River Advisory Panel meeting in Longreach last month and reported that the biggest issue raised and discussed was irrigation and mining. The panel has agreed that no more irrigation licences should be issued, and the current licences are under review.

Outback Queensland Tourism Association is working through a major marketing campaign that commences this year and flows into next year. All councils in the OQTA area have agreed to contribute towards this marketing campaign. It is hoped that these advertisements will lead to an increase in tourism numbers in the region as a whole.

The South West Regional Economic Development Committee has submitted three projects for funding approval, namely a freight study, remote conferencing capability and the preparation of a business plan to examine the proposal to expand the current SWRED region to include Maranoa and Balonne Shires. The State Government has not approved the third project and John Sommerfield is looking at a replacement project investigating improved mobile phone service in remote areas.

Health Services were brought to the table and identified the flow on effects to towns such as Cunnamulla and Charleville who have lost a number of health professionals. A large amount of families have moved from the area due to these cuts. It was reported that Quilpie has secured a Doctor for a six month contract and will be moving into the new Council house in Galah Street.

April 8-9 saw Cr Mackenzie and Cr Hewson attend the LGAQ Financial Summit held in Brisbane. Both Councillors acknowledged that this conference was interesting and well worthwhile. One area identified was the idea to benchmark human resource data between Councils with similar characteristics. Innovation was discussed as a requirement to look out of the square when performing certain tasks. This conference identified various training options available to Mayors and Councillors. One training option that Cr Mackenzie believes that would be worthwhile is an abbreviated Company Directors Course. This course focus is on what questions to ask senior staff to obtain thorough information to assist with decision making. All Councillors agreed that this course would be worthwhile and would be interested in undertaking it.

ATTENDANCE

Cr Hewson and Cr Milosevic left the meeting at 10:00am

ATTENDANCE

The Works Manager, Dennis Kerr entered the meeting at 10:03am

ATTENDANCE

Cr Hewson returned to the meeting at 10:04am

7 TENDERS & QUOTATIONS

7.1 Nil

8 ENGINEERING SERVICES

8.1 Nil

ATTENDANCE

Cr Milosevic returned to the meeting at 10:07am

General discussion:

- RMPC update - job costing update
- Contractor co-operation
- Shire roads update – road evaluation review
- Eromanga Park, Cemetery and Hall has received positive community feedback
- Maintenance budget update
- Flood Damage progress report
- Details of rock crusher

ATTENDANCE

The Works Manager, Dennis Kerr left the meeting at 10:50am

BREAK

The meeting broke for morning tea at 10:50am and resumed at 11:05am

ATTENDANCE

The Corporate Services Manager, Lisa Hamlyn entered the meeting at 11:05am

ATTENDANCE

The Community Services Manager, Monica James entered the meeting at 11:05am

9 COMMUNITY SERVICES

9.1 (04/13) – Radio Advertising Proposal

ATTENDANCE

Cr Milosevic entered the meeting at 11:09am

Council's current radio agreement with 4VL has expired and now the station has been taken over by Macquarie Regional Radio. Staff have received a booking proposal from the company to enable Council to continue bookings throughout the month rather than doing individual transactions.

Advertising is necessary to put community notices and Council event advertising out as well as notifying the community by radio as well as using the website, flyers, emails etc. This also includes road reports for locals but especially for traveller/tourists to ensure the correct information is being distributed.

Resolution No: (02-04-13)

Moved by: Cr Milosevic

Seconded by: Cr Sargent

That Council agrees to the Radio advertising proposal of \$1200 exc GST a month with Macquarie Regional Radio.

5/0

General discussions took place with the Community Services Manager regarding:

- Toompine Hall electricity – replace stoves with Gas stove
- Quilpie Cemetery Working Bee received positive feedback
- Quilpie Cemetery maintenance – possibility of obtaining water to this facility
- Adavale Town Tour Walk

Resolution No: (03-04-13)

Moved by: Cr Hewson

Seconded by: Cr Lilburne

That Council installs identification markers to assist with the Adavale Town Tour Walk project.

5/0

- Regional Queensland Regional Lifestyle Expo in Brisbane – invitation to hold stand
- Memorial Service for Albert Russell
- Playground damage – look into Surveillance cameras for the Park and to be presented to the next meeting
- OQTA funding - advertising Quilpie Street Party went out in last week's Toowoomba Chronicle and Courier Mail
- Identified a short supply of quality photographs of each shire events
- A bid was put together for the Melbourne Cup Tour
- Softball requirements for the dome for John Waugh Park
- RADF Annual bid for \$30 185 plus Council contribution of \$5 000, giving a total of \$35 185
- Quilpie Street Party meeting on Thursday 18th April – looking at new ideas
- ANZAC day is on track

ATTENDANCE

The Community Services Manager, Monica James, left the meeting at 11:57am

10 CORPORATE SERVICES

10.1 (04/13) – Rates Discount, Self Funded Retirees

The Rates Officer received an enquiry regarding a possible discount on Council's rates levy for self funded retirees. Eg. 10%

Currently, aged pensioners who meet the eligibility criteria of the Pensioner Rate Rebate & Concession Policy receive:

Council's remission of 50% on Council Rates and Charges (does not include State Fire Service Levy), and to a maximum rebate of \$450 and;

State subsidy of 20% of Rates and Charges (does not include State Fire Service Levy) to a maximum of \$180.

Noted

10.2 (04/13) – Councillor Uniforms

Whilst gathering corporate uniform quotations for staff, there were several options to purchase Councillor Corporate uniform shirts embroidered with Council's logo.

The Manager Corporate Services is to provide details and samples to the next Council meeting.

10.3 (04/13) – Payment for Auxiliary Fire Fighters

Roger Volz, Fire Captain – Quilpie Fire Services met with the Corporate Services Manager during the month to discuss issues regarding auxiliary fire fighters who are employed by Council and their pay arrangements relating to call outs in emergency situations. The auxiliary fire fighters must declare this community service as a second job, therefore being taxed in the highest tax bracket.

It has been requested that Council considers formalising this arrangement as there are concerns that members may be lost if they fear that their wage may be reduced due to their attendance to an emergency situation, hence they will not be able to meet financial obligations. Roger is also concerned that the issue of payment may reduce membership of the Quilpie auxiliary and place lives in danger.

Generally, auxiliary fire fighters will be called out to between 6-10 emergency situations per year. Call outs vary and depending on the situation may last for 2 hours or in a critical situation, in excess of 6-8 hours.

Resolution No: (04-04-13)

Moved by: Cr Milosevic

Seconded by: Cr Hewson

That Council agrees that a policy is established in relation to staff attending emergency call out situations as members of the Quilpie Auxiliary Fire Service and any other emergency services, formalising that the staff members' will not be disadvantaged in their wages by being a member of the relevant service.

5/0

10.4 (04/13) – Gunadorah Reserve

Application was received from WG & JJ Tully to lease the Gunadorah Reserve. This application was deferred at the March Council meeting to allow investigation into other possible options regarding this arrangement.

After holding further discussion with the Manager of Department of Natural Resources, his advice was if it was a long term arrangement he recommended that a Trustee Lease was submitted.

Council as trustees of the reserve could also choose to enter into an Agistment arrangement, which is less formal.

Resolution No: (05-04-13)

Moved by: Cr Lilburne

Seconded by: Cr Hewson

That Council enters into an Agistment Agreement with WG & JJ Tully over the Gunadorah Reserve and survey the boundaries as required.

5/0

10.5 (04/13) – Adavale Land Tender

Council resolved at the March Meeting to undertake a bulk tender of land due to the constant enquiries regarding purchase of land in Adavale. Due to the limited number of lots available, it was requested that Council advises which lots they would like included in the tender document and also advise of any lots they wish to retain.

Resolution No: (06-04-13)

Moved by: Cr Hewson

Seconded by: Cr Lilburne

That Council write to the owners of the car bodies located on Lot 49, A2453 directing them to remove the car bodies as the land will be tendered as a vacant lot.

5/0

11 FINANCE REPORTS

11.1 (04/13) – Finance Report for Period Ending 31 March 2013

Cash Management Report

Financial Management Report

Statement of Comprehensive Income

Statement of Financial Position

Statement of Cash Flows

Outstanding Debtors

Cheque Register Summary

Capital Expenditure Report

Revenue and Expenditure Report

Resolution No: (07-04-13)

Moved by: Cr Sargent

Seconded by: Cr Lilburne

That Council receives the Finance Report for the period ending 31 March 2013.

5/0

General Discussion regarding:

- Finance Officer position

12 EXECUTIVE SERVICES

12.1 (04/13) – Acceptable Requests Guidelines

Section 170A of the *Local Government Act 2009* provides that Councillors may make requests for advice or information in accordance with the Council's Acceptable Requests Guidelines. These guidelines must be adopted by resolution of Council.

This change to the Act came into effect 14 December 2012 and differs from the previous requirement for the Chief Executive Officer to prepare similar guidelines.

LGAQ has prepared a template guideline and the attached draft document uses this template. Council should review the attached draft guideline, make any amendments that are determined suitable and adopt the guideline.

This item is to be further considered at the May Ordinary Meeting of Council

12.2 (04/13) – Delegations Register

The Local Government Act 2009 requires CEOs to establish a register of delegations which must record all delegations by the Council, Mayor or CEO.

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.

The appropriate use of the power of delegations can assist Quilpie Shire Council to deal with a wide range of matters more effectively and efficiently for the benefit of the community. Extensive use of delegations, with appropriate policy and accountability frameworks is good governance and is encouraged. An extract from the Act is provided below.

King & Co Solicitors, under the direction of the LGAQ, have prepared template delegation documents for all Acts and Regulations that impact on local government operations. These templates have recently been updated to reflect the legislative changes made to various Acts and Regulations by the state government.

New	Updated	Deleted
Body Corporate and Community Management (Accommodation Module) Regulation 2008 Council to CEO	Land Act 1994 Council to CEO	Local Government (Finance, Plans and Reporting) Regulation 2010 Council to CEO
Body Corporate and Community Management (Commercial Module) Regulation 2008 Council to CEO	Local Government Act 2009 Council to CEO	Local Government (Operations) Regulation 2010 Council to CEO
Fire and Rescue Service Act 1990 Council to CEO	Plumbing and Drainage Act 2002 Council to CEO	Water Regulation 2002 Council to CEO
Local Government Regulation 2012 - Council to CEO	Public Interest Disclosure Act 2010 Register Council to CEO	
Public Health (Infection Control for Personal Appearance Services) Act 2003 Council to CEO	Standard Plumbing and Drainage Regulation 2003 Council to CEO	
Tobacco and Other Smoking Products Act 1998 Council to CEO	Sustainable Planning Act 2009 Council to CEO	
Water Fluoridation Act 2008 Council to CEO	Sustainable Planning Regulation 2009 - Council to CEO	
	Waste Reduction and Recycling Act 2011 Council to CEO	
	Water Supply (Safety and Reliability) Act 2008 Council to CEO	
	Workers Compensation and Rehabilitation Act 2003 Council to CEO	

	Workers Compensation and Rehabilitation Regulation 2003 Council to CEO	
	Environmental Protection Act 1994 - Council to CEO	

Resolution No: (08-04-13)

Moved by: Cr Hewson

Seconded by: Cr Lilburne

That the Delegations Register be updated to reflect the following changes.

New	Updated	Deleted
Body Corporate and Community Management (Accommodation Module) Regulation 2008 Council to CEO	Land Act 1994 Council to CEO	Local Government (Finance, Plans and Reporting) Regulation 2010 Council to CEO
Body Corporate and Community Management (Commercial Module) Regulation 2008 Council to CEO	Local Government Act 2009 Council to CEO	Local Government (Operations) Regulation 2010 Council to CEO
Fire and Rescue Service Act 1990 Council to CEO	Plumbing and Drainage Act 2002 Council to CEO	Water Regulation 2002 Council to CEO
Local Government Regulation 2012 - Council to CEO	Public Interest Disclosure Act 2010 Register Council to CEO	
Public Health (Infection Control for Personal Appearance Services) Act 2003 Council to CEO	Standard Plumbing and Drainage Regulation 2003 Council to CEO	
Tobacco and Other Smoking Products Act 1998 Council to CEO	Sustainable Planning Act 2009 Council to CEO	
Water Fluoridation Act 2008 Council to CEO	Sustainable Planning Regulation 2009 - Council to CEO	
	Waste Reduction and Recycling Act 2011 Council to CEO	
	Water Supply (Safety and Reliability) Act 2008 Council to CEO	
	Workers Compensation and Rehabilitation Act 2003 Council to CEO	
	Workers Compensation and Rehabilitation Regulation 2003 Council to CEO	
	Environmental Protection Act 1994 - Council to CEO	

5/0

12.3 (04/13) – Regional Tourism Organisation (RTO) Contestable Grant Scheme

The LNP Queensland State Government, as part of their commitment to Tourism has allocated \$3 million under a Contestable Grant Scheme. This commitment provides the opportunities for Regional Tourism Organisations (RTO's) such as the Outback Queensland Tourism Association to apply for additional funding for specific marketing and promotional campaigns.

Funds will be allocated on a contestable basis to support activity that aligns with the industry first approach, i.e. taking immediate steps to rejuvenate Queensland tourism focussing on, for example, cooperative marketing, product development, intelligence and trade events, as well as the Destination Tourism Strategy and *Destination Q* outcomes.

The Outback Queensland Tourism Association will be submitting a funding application to the RTO Contestable Grant Scheme based on the marketing and promotion of events throughout the Outback region. As part of our application, the OQTA has committed to contributing a minimum \$50,000 towards the ongoing and widely successful "Eventures" campaign; geared at promoting events in Outback Queensland to increase visitation and expenditure throughout the region.

Resolution No: (09-04-13)

Moved by: Cr Hewson

Seconded by: Cr Milosevic

That Council ratifies the actions of the Mayor and Acting Chief Executive Officer in submitting a letter committing a contribution of \$5,000.00 from Council to the Regional Tourism Organisation (RTO) Contestable Grant Scheme.

5/0

BREAK

The meeting broke for lunch at 1:40pm and resumed at 2:25pm

ATTENDANCE

Cr Mackenzie left the meeting at 1:40pm

Cr Hewson, Deputy Mayor took the chairpersons position and continued the Meeting.

12.4 (04/13) – Operational Plan Q3 review

Council adopts an Operational Plan each year prior to adopting the budget. The Operation Plan should be reviewed on a quarterly basis to monitor progress.

The 3rd review for the 2012/13 Operational Plan has been undertaken and is attached for Council's information and comment.

That the 2012-13 Operational Plan be reviewed for the third quarter and noted.

12.5 (04/13) – Outback Gondwana Foundation

The Outback Gondwana Foundation submitted an application to the Regional Development Australia Fund – Round 3. As per Council’s previous discussion, a letter of support was provided to accompany the application outlining Council’s support of the project.

\$150,000.00 has been budgeted towards the road access, a car park area and compaction of building slabs.

Resolution No: (10-04-13)

Moved by: Cr Milosevic

Seconded by: Cr Lilburne

That Council endorses the actions of the Acting Chief Executive Officer in forwarding a letter of support to the Outback Gondwana Foundation as part of their application to the Regional Development Australia Fund – Round 3, committing \$150,000.00 toward road access, a car park area and compaction of building slabs.

4/0

12.6 (04/13) – Outdoor Recreation Club

At the March Meeting, Council considered advice from the Department of Natural Resources and Mines regarding its’ options relating to native title which is applicable to the land proposed to be excised from the common for the purpose of a Sporting and Recreation Reserve (approximately 235ha). Advice also indicated that the cost for this exercise could be between \$6,500 and \$10,000.

Council chose to defer this matter until further information was sought regarding the size of the land required. An extension was granted to Council by the Department of Natural Resources and Mines until 15 May 2013 to respond to correspondence regarding the application for a proposed sport and recreation reserve on part of Lot 71 on SP234981.

The large parcel of land is required due to various types of firearms and activities proposed to be held on the land which also involves legal shooting distances. Other activities / clubs that will utilise the proposed facility include: shooters club, car club and archery. The Sporting Shooters Australia Quilpie Branch is established with a current membership of 12 that meet once per month.

The Manager Corporate Services to write a letter to the Outdoor Recreation Club committee outlining positive and negative points of view and request a formal letter outlining their current and future plans for the site / club and if they wish to proceed with the new reserve.

12.7 (04/13) – Wongkumara ILUA

Resolution No: (11-04-13)

Moved by: Cr Milosevic

Seconded by: Cr Sargent

That Council enters into closed session under s275 of the Local Government Regulation 2012 at 2:12pm to discuss the proposed Wongkumara ILUA.

4/0

ATTENDANCE

The Corporate Services Manager, Lisa Hamlyn, left the meeting at 3:22pm

Resolution No: (12-04-13)

Moved by: Cr Sargent

Seconded by: Cr Milosevic

That Council moves out of Closed Session and resumes the Ordinary Meeting

4/0

The CEO is to obtain further information and clarification on this item for the next Ordinary Meeting.

12.8 (04/13) – Late Item - Approval MCU Application – Quilpie Shire Council

Campbell Higginson Town Planners have provided a Town Planning Assessment Report and Draft Decision Notice Package for the Development Permit for Material Change of Use for “Residential Activity” – “Multiple Dwelling” (Two Detached Dwelling Units).

Resolution No: (13-04-13)

Moved by: Cr Sargent

Seconded by: Cr Milosevic

That Council approve the Material Change of Use application submitted by Quilpie Shire Council for a 'Residential Activity' – "Multiple Dwellings" on Lot 28 SP234965 subject to the following conditions:

- 1. Approval is granted for the purpose of Material Change of Use for "Residential Activity" – "Multiple Dwelling" {Two Detached Dwelling Units}.*
- 2. The development shall be generally in accordance with supporting information supplied by the applicant with the development application including the plans listed in Item 10 (above) of this Decision Notice.*
- 3. Two (2) sealed or concrete vehicle crossovers shall be provided, one (1) from Boobook Place and one (1) from Chipu Street, generally as shown on "Site Plan", Drawing No. 13215401, prepared by Brandon & Associates, dated 01/2013, amended in red on 08-04-13. The vehicle crossover shall be designed and constructed in accordance with Schedule 1, Division 2: Standards for Roads, Carparking, Manoeuvring Areas and Access, Section 2.3(1) of the Quilpie Shire Planning Scheme or to other accepted and endorsed engineering standards.*
- 4. A minimum of four (4) car parking spaces shall be provided on-site, generally as shown on "Site Plan", Drawing No. 13215401, prepared by Brandon & Associates, dated 01/2013, amended in red on 08-04-13 and in accordance with Schedule 1, Division 2: Standards for Roads, Carparking, Manoeuvring Areas and Access, Section 2.2(1)(a) of the Quilpie Shire Planning Scheme.*
- 5. All internal driveways and areas where vehicles regularly manoeuvre and park shall be sealed or constructed of suitable alternative material to facilitate all weather operation, and designed and constructed in accordance with Schedule 1, Division 2: Standards for Roads, Carparking, Manoeuvring Areas and Access, Section 2.2(1)(b) of the Quilpie Shire Planning Scheme or to other accepted and endorsed engineering standards.*
- 6. The site shall be connected to Council's reticulated water supply system in accordance with Schedule 1, Division 3: Standards for Water Supply or to other accepted and endorsed engineering standards.*
- 7. "Dwelling Unit 1" and "Dwelling Unit 2" shall be connected to the water supply system in accordance with Schedule 1, Division 3: Standards for Water Supply, Section 3.1 of the Quilpie Shire Planning Scheme or in accordance with other accepted and endorsed engineering standards.*
- 8. The site shall be connected to Council's reticulated sewerage system in accordance with Schedule 1, Division 4: Standards for Sewerage, Section 4.1 of the Quilpie Shire Planning Scheme or to other accepted and endorsed engineering standards.*
- 9. "Dwelling Unit 1" and "Dwelling Unit 2" shall be connected to the sewerage system in accordance with Schedule 1, Division 4: Standards for Sewerage, Section 4.1 of the Quilpie Shire Planning Scheme or in accordance with other accepted and endorsed engineering standards.*
- 10. The subject site shall be connected to the electricity supply system and "Dwelling Unit 1" and "Dwelling Unit 2" shall be connected to that supply system in accordance with the relevant standards required by the service provider.*
- 11. Provision shall be made for the on-site collection of general refuse in covered waste containers with a capacity sufficient for the use. At all times while the use continues, waste containers shall be maintained in a clean and tidy state and shall be emptied and the waste removed from the site on a regular basis.*
- 12. 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.*
- 13. The site shall be adequately drained and all stormwater shall be disposed of in accordance with Schedule 1, Division 5: Standards for Stormwater Drainage, Section 5.1 or to other accepted and endorsed engineering standards.*
- 14. Any filling or excavation necessitated to meet the conditions of this approval shall be undertaken in accordance with Schedule 1, Division 1: Standards for Construction Activities, Section 1.1 or to other accepted and endorsed engineering standards.*

15. All works required by the conditions of approval for vehicle crossovers, water supply connections, sewerage connections, stormwater drainage, earthworks and reticulation of electricity shall be completed prior to the commencement of the use.
16. Best practice soil erosion control techniques shall be used at the location of all works to be completed on the subject site in accordance with Schedule 1, Division 1: Standards for Construction Activities, Section 1.1 or to other accepted and endorsed engineering standards, and shall remain in place for the duration of construction.
17. No construction shall take place until the appropriate erosion control and silt collection measures are in place as required by Condition 19 (above). Such erosion control and silt collection measures shall remain on-site throughout the construction period.
18. No construction shall take place until detailed design plans of works required by the conditions of approval have been submitted to and endorsed by Council.
19. The cost of carrying out works and providing services to the site, as required by conditions of approval, shall be at the expense of the applicant.
20. All outstanding rates and charges shall be paid to Council prior to the commencement of the use.

Note: Aboriginal Cultural Heritage

This approval in no way removes the duty of care responsibility of the applicant under the Aboriginal Cultural Heritage Act 2003. Pursuant to Section 23(1) of the Aboriginal Cultural Heritage Act 2003, a person who carries out an activity must take all reasonable and practicable measures to ensure the activity does not harm Aboriginal cultural heritage (the "cultural heritage duty of care").

4/0

ATTENDANCE

The Corporate Services Manager, Lisa Hamlyn, entered the meeting at 3:54pm

13 CONSIDERATION OF LATE ITEMS

14 GENERAL BUSINESS

- Eromanga Housing / Community Housing
- N-Com digital TV upgrade update
- The next Wild Dog Committee Meeting – 17 May at 11:00am
- Rock crusher review
- Staffing discussion

15 MEETING DATES

The next meeting of Quilpie Shire Council will take place on Wednesday 15 May, 2013 in the Quilpie Shire Council Boardroom, commencing at 9:30am.

The Deputy Mayor declared the meeting closed at 4:45pm.

I hereby certify that the foregoing is a true record of the Minutes of the Proceedings of the Ordinary Meeting held on the 16 April 2013.

Submitted to the Ordinary Meeting of Council held on the 8 May 2013.

Cr Stuart Mackenzie
Mayor of Quilpie Shire Council

Date

Cr Jenny Hewson
Deputy Mayor of Quilpie Shire Council

Date