



General Meeting of Council

MINUTES

Meeting held in the Central Highlands Regional Council Chambers, Springsure Office

Tuesday 22 November 2016

Commenced at 2.00pm

CENTRAL HIGHLANDS REGIONAL COUNCIL

GENERAL MEETING OF COUNCIL

TUESDAY 22 NOVEMBER 2016

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MINUTES – GENERAL MEETING

HELD AT 2.00PM TUESDAY 22 NOVEMBER IN THE CENTRAL HIGHLANDS REGIONAL COUNCIL CHAMBERS, SPRINGSURE OFFICE

PRESENT

Councillors

Councillor (Crs) K. Hayes (Mayor), G. Godwin-Smith (Deputy Mayor)
Councillors (Crs) P. Bell AM, C. Brimblecombe, A. McIndoe, G. Nixon and C. Rolfe

Officers

Chief Executive Officer S. Mason, General Manager Communities B. Duke, General Manager Corporate Services J. Bradshaw, General Manager Infrastructure and Utilities G. Joubert, Executive Manager Governance M. Uren, Coordinator Communications A. Ferris, Minute Secretary M. Wills

Springsure Our Lady of Sacred Heart – Ms Raina McKenna and Year 4 students observed today's Council meeting.

APOLOGIES

Councillors (Crs) M. Daniels, D. Lacey (previously granted)

Resolution:

Cr Nixon moved and seconded by Cr Brimblecombe "That the apologies from Councillors M. Daniels and D. Lacey for today's meeting be granted."

2016 / 11 / 22 / 001

Carried (7-0)

LEAVE OF ABSENCE

Nil

CONFIRMATION OF MINUTES OF PREVIOUS MEETING

General Council Meeting: 8 November 2016

Resolution:

Cr Bell moved and seconded by Cr Rolfe "That the minutes of the previous General Meeting held on 8 November 2016 be confirmed."

2016 / 11 / 22 / 002

Carried (7-0)

Opening Prayer

Bishop Alf Chipman (Retired) (Anglican Church) delivered the opening prayer.

Business Arising Out Of Minutes

Nil

Outstanding Meeting Actions

Cr Rolfe requested an update with regards to the Sunwater Water Pricing matter. CEO Scott Mason advised that a meeting has been scheduled for 15 and 16 December 2016 with Sunwater.

Cr Godwin-Smith – congratulated Mr Gerhard Joubert on the drone footage of the current excavations works on the Nogoia River and requested an update on the works. Mr Joubert advised that works are on track and should be finished before Christmas.

Cr McIndoe requested an update on the Waldby Court evacuation route. Mr Joubert advised that staff have spoken to the property owner and that discussions are continuing.

Conflict of Interest, Personal Gifts and Benefits

Cr Godwin-Smith declared that she was provided hospitality by McInnes Wilson Lawyers for the Roma Cup Races on 19 November 2016.

Petitions (if Any)

The Chief Executive Officers tabled a petition from the Springsure Stingers Amateur Swimming Club be tabled to today's meeting be received and that a full report be prepared for either a General Council Meeting or a Standing Committee Meeting.

COMMITTEE RECOMMENDATIONS / NOTES

Minutes of Meeting – New Blackwater Aquatic Centre Steering Committee Meeting: 4 November 2016

Resolution:

Cr Nixon moved and seconded by Cr Brimblecombe "That the minutes of the New Blackwater Aquatic Centre Steering Committee Meeting held on 4 November 2016 be endorsed."

2016 / 11 / 22 / 003

Carried (7-0)

Minutes of Meeting – Leadership and Governance Standing Committee Meeting: 9 November 2016

Resolution:

Cr Brimblecombe moved and seconded by Cr Rolfe "That the minutes of the Leadership and Governance Standing Committee Meeting held on 9 November 2016 be endorsed."

2016 / 11 / 22 / 004

Carried (7-0)

Attendance

Acting Manager Planning and Environment M. Lehman and Coordinator Principal Planner Strategic Land Use J. Webster attended the meeting at 2.21pm

COMMUNITIES' SECTION

Proposed Temporary Local Planning Instrument for Operational Works Assessable Against the Flood Hazard Overlay Code

Executive summary:

The Central Highlands Regional Council Planning Scheme currently contains provisions which allow filling and excavating up to 100 cubic metres to occur in a flood hazard area without Council assessment.

A temporary local planning instrument has been prepared in accordance with the Sustainable Planning Act 2009 to overwrite provisions currently in the Central Highlands Regional Council Planning Scheme and protect the planning scheme area from adverse impacts associated with excessive, unmanaged filling in the flood hazard area.

Resolution:

Cr Bell moved and seconded by Cr Brimblecombe “That Central Highlands Regional Council –

1. Resolve to make a temporary local planning instrument in accordance with section 105 of the *Sustainable Planning Act 2009* and step 1.1, section 4.2.1 of *Statutory Guideline 01/16 making and amending local planning instruments*.
2. Confirms that it is satisfied that the temporary local planning instrument advances the purpose of the *Sustainable Planning Act 2009* by protecting the planning scheme area from adverse impacts.
3. Authorise the Chief Executive Officer to do all the matters specified in *Statutory Guideline 01/16 making and amending local planning instruments* to complete step 1 of the process for making a temporary local planning instrument.
4. Write to the Deputy Premier, Minister for Infrastructure, Local Government and Planning requesting the Minister's consideration of the proposed temporary local planning instrument, as attached to this report, in accordance with step 3.1, section 4.2.1 of *Statutory Guideline 01/16 making and amending local planning instruments* and that Council authorise the Chief Executive Officer to do all the remaining matters specified in *Statutory Guideline 01/16 making and amending local planning instruments* to complete step 3.1.”

2016 / 11 / 22 / 005

Carried (7-0)

Attendance

Acting Manager Planning and Environment M. Lehman and Principal Planner Strategic Land Use J.

Webster left the meeting at 2.25pm

General Manager Communities B. Duke left the meeting at 2.25pm

CORPORATE SERVICES' SECTION

Monthly Financial Report - October 2016

Executive summary:

A Financial Report which summarises the financial performance and position of the Central Highlands Regional Council is presented each month to provide a snapshot on Council's financial performance. While this report complies with statutory obligations, it is also intended to provide additional information to keep Councillors informed in relation to relevant financial matters of Council.

Resolution:

Cr Godwin-Smith moved and seconded by Cr McIndoe “That Central Highlands Regional Council receive the Monthly Financial Report for the period ended 31 October 2016.”

2016 / 11 / 22 / 006

Carried (7-0)

Attendance

General Manager Communities B. Duke returned to the meeting at 2.35pm

GOVERNANCE

Annual Report 2015/2016

Executive summary:

The Annual Report is one of the principal publications of Council and is an opportunity to recognise the achievements that have been made each financial year in line with Council's adopted strategies in the annual operational plan. In order to comply with the Local Government Act 2009 and Local Government Regulation 2012, an annual report is to be prepared and adopted for each financial year. The 2015-16 Annual Report for the Central Highlands Regional Council is tabled for adoption in accordance with these requirements.

Resolution:

Cr Godwin-Smith moved and seconded by Cr Brimblecombe "That Central Highlands Regional Council in accordance with requirements of the Local Government Act 2009 adopt the 2015-16 Annual Report."

2016 / 11 / 22 / 007

Carried (7-0)

Attendance

Coordinator Governance L. Fry attended the meeting at 2.37pm

Our Lady of Sacred Heart Ms McKenna and Year 4 students thanked Council for inviting them to the council meeting and left the meeting at 2.49pm

Workplace Health and Safety

Executive summary:

Central Highlands Regional Council operates under a safety management system called Safeplan. It is a requirement under that system for data to be collected, analysed and reported to identify deficiencies and improvement opportunities. Data is collated from Council's internal system and also from Local Government Workcare and presented to Council, Overarching Health and Safety Meeting and to the Work Health and Safety Committee. The following report covers the quarter July to September for council's information.

Considered by Council

Operational Plan 2016-2017

Executive summary:

A comprehensive review of the 2016-2017 Operational Plan was requested by the Leadership and Governance Standing Committee at its meeting on 10 August 2016. The review was to evaluate the quantum of the activities within the 2016-2017 Operational Plan and to provide assurance that all activities were adequately resourced and achievable, or to provide recommendations for amendment to the plan to provide that assurance.

The committee reviewed and endorsed the majority of amendments to the 2016-2017 Operational Plan at its meeting on 9 November 2016. In endorsing the amendments, the committee requested further commentary on 6 specific performance measures by the activity owners. This would enable a discussion at the General Council meeting on 22 November 2016 prior to formal adoption of version 2 of the 2016-2017 Operational Plan.

Resolution:

Cr Rolfe moved and seconded by Cr Godwin-Smith “That Central Highlands Regional Council:

1. Accept the amendments to the 2016-2017 Operational Plan endorsed by the Leadership and Governance Standing Committee at its meeting on 9 November 2016;
2. Consider and endorse recommended amendments to the 6 specific performance measures referred by the Leadership and Governance Standing Committee (subject to further amendments); and
3. Adopt version 2 of the 2016-2017 Operational Plan (as attached).”

2016 / 11 / 22 / 008

Carried (7-0)

Attendance

Coordinator Governance L. Fry left the meeting at 3.41pm

Live Stream of Council Meetings (Analysis of 3 Month Trial)

Executive summary:

This report is to provide council with an analysis of the three month trial of live streaming council meetings.

Considered by Council

Attendance

General Manager Central Highlands Development Corporation S. Hobbs attended the meeting at 3.51pm.
General Manager Communities B. Duke left the meeting at 3.59pm.

CENTRAL HIGHLANDS DEVELOPMENT CORPORATION

Central Highlands Development Corporation - Service Level Agreement Update November

Executive summary:

The report provides an update on the Central Highlands Development Corporations activity for the month of November as required through the Service Level Agreement (SLA) performance requirements for the delivery of new and approved projects in addition to management and administration of the organisation.

Central Highlands Development Corporation (CHDC) works in collaboration with CHRC, stakeholders, businesses, the community and government to activate and accelerate sustainable and cohesive responses through innovative and, entrepreneurial strategies that facilitate the opportunities to grow the regions potential and future sustainability.

Considered by Council.

Attendance

General Manager Central Highlands Development Corporation S. Hobbs left the meeting at 4.08pm.

CHIEF EXECUTIVE OFFICERS' REPORT

Change to Council Meetings Scheduling

Executive summary:

The purpose of this report is for the Council to consider new arrangements for, and the scheduling of, various 2017 meetings of Council, namely:

- General Council Meetings;
- Standing Committee Meetings;
- Strategic and Briefing Forums; and
- Community Consultations.

It is proposed that a block of time be allocated for Standing Committee Meetings, with the General Council Meeting and Strategic and Briefing Forums scheduled either side of those meetings. Similarly, it is proposed that Community Consultations now be undertaken in a block of three days, three times per year.

Resolution:

Cr Godwin-Smith moved and seconded by Cr Bell "That Central Highlands Regional Council:

1. Adopt a new monthly meeting schedule for 2017 in accordance with the following table:

Week of the Month	Day	Committee	Time
Week 2	Monday	Strategic and Briefing Forum	2.00pm – 5.00pm
	Tuesday	Finance and Infrastructure Standing Committee	8.30am – 10.00am
		Communities Standing Committee	10.15am – 11.45am
		Leadership and Governance Standing Committee Meeting	12.00pm – 1.30pm
		General Meeting	2.30pm – 5.00 pm
Week 4	Tuesday	Strategic and Briefing Forum	9.00am – 1.00pm
		General Meeting	2.30pm – 5.00pm

2. Adopt the Standing Committee and Council Meeting dates for 2017 as follows :

January	Tuesday 24 January 2017 (will incorporate all standing committee meetings)
February	Tuesday 14 February 2017 Tuesday 28 February 2017 (to be held in Capella)
March	Tuesday 14 March 2017 Tuesday 28 March 2017
April	Tuesday 11 April 2017 Wednesday 26 April 2017 (due to clash of Anzac Day public holiday)
May	Tuesday 9 May 2017 Tuesday 23 May 2017 (to be held in Blackwater)
June	Tuesday 13 June 2017 Tuesday 27 June 2017

July	Tuesday 11 July 2017 Tuesday 25 July 2017
August	Tuesday 8 August 2017 Tuesday 22 August 2017
September	Tuesday 12 September 2017 Tuesday 26 September 2017
October	Tuesday 10 October 2017 Tuesday 24 October 2017 (to be held in Springsure)
November	Tuesday 14 November 2017 Tuesday 28 November 2017
December	Tuesday 12 December 2017
January	Tuesday 23 January 2018

3. Conduct a community engagement event following Council Meetings held at regional offices throughout the year.

4. Adopt the Community Consultation dates for 2017 in accordance with the following:

15, 16 & 17 February 2017

10, 11 & 12 May 2017

13, 14 & 15 September 2017

2016 / 11 / 22 / 009

Carried (7-0)

Electoral Commission of Queensland Review of Postal Voting

Executive summary:

The Electoral Commission of Queensland has established a panel to review the conduct of the 2016 Quadrennial Local Government Elections and to make recommendations to ensure the problems with the conduct of the last election do not occur again. This also includes a review of the process on the future of postal voting in our local government area.

This report is seeking the views of Council and to provide feedback to the Electoral Commission of Queensland Panel Review to this regard.

Resolution:

Cr Godwin-Smith moved and seconded by Cr Brimblecombe "That Central Highlands Regional Council provide the following feedback to the Electoral Commission of Queensland Review Panel in relation to postal voting issues in the 2016 Quadrennial Local Government Elections:

1. Electors names dropping off the electoral roll;
2. Electors not receiving ballot papers to vote;
3. Lack of advertising in the local newspapers advising voters of the voting details (ie, full postal vote);
4. Time taken for vote counting and for the poll being declared;
5. Low rate of return of votes being received (67%);
6. Complicated stationery; and
7. Consideration for the introduction of an electronic voting system.

Further, that Council advises its preference is for the continuance of a full postal ballot provided that the above concerns are rectified.”

2016 / 11 / 22 / 010

Carried (7-0)

GENERAL BUSINESS

(Verbal matters raised by Councillors either as a question, acknowledgement and or additional follow-up by officers)

Cr Bell

- Redistribution on the state electoral boundaries review – Council should consider lodging a submission – that it Council’s preference that the boundaries remain in one electorate.

State Electoral Boundary Review

Resolution:

Cr Bell moved and seconded by Cr Rolfe “That Central Highlands Regional Council advise the Electoral Commission of Queensland that any State Government proposal for redistribution of the state electoral boundaries, that the Central Highlands Regional Council would seek to remain in one state electorate area.”

2016 / 11 / 22 / 011

Carried (7-0)

Cr McIndoe

Update requested on the status of letters that have been sent out to a number of residents in Blackwater from Curragh Mine and the Department of Natural Resources.

CLOSED SESSION

Into Closed Session

Resolution:

Cr Nixon moved and seconded by Cr Brimblecombe “That Council close its meeting to the public in accordance with Section 275 (1) (e) of the Local Government Regulation 2012 and that Council staff involved in the closed discussions remain in the room.”

2016 / 11 / 22 / 012

Carried (7-0)

The meeting was closed at 4.30pm

Attendance

Coordinator Communications A. Ferris left the meeting at 4.30pm

Coordinator Governance L. Fry and Project Officer M. Parker attended the meeting at 4.30pm

Cr Nixon left the meeting at 4.35pm

Coordinator Governance L. Fry left the meeting at 4.36pm

Cr Nixon returned to the meeting at 4.37pm

Out of Closed Session

Resolution:

Cr McIndoe moved and seconded by Cr Brimblecombe “That the meeting now be re-opened to the public.”

2016 / 11 / 22 / 013

Carried (7-0)

The meeting was opened at 4.45pm

Report to Council Independent Internal Audit Committee Member

Executive summary:

The *Local Government Act 2009* requires Central Highlands Regional Council to have and maintain an Audit Committee and the adopted charter defines the responsibilities of the Committee and explains the role of the Committee within Council.

With the recent resignation of Mr Geoff Hirst, expressions of interest were called from suitably qualified candidates. All respondents were assessed by an evaluation panel and a recommendation presented to the Audit Committee at its meeting on 21 November 2016 for endorsement. This report is seeking the appointment of Mr Geoff King to the position of Independent Internal Audit Committee Member commencing on 19 December 2016.

Resolution:

Cr Rolfe moved and seconded by Cr Brimblecombe “That Central Highlands Regional Council appoint Mr Geoff King to the vacant position of Internal Audit Committee Independent Member commencing on 19 December 2016, for a term of two (2) years with a possibility of a one (1) year extension.”

2016 / 11 / 22 / 014

Carried (7-0)

Santos Road Infrastructure Agreement

Executive summary:

Staff of the Central Highlands Regional Council have negotiated an Infrastructure Agreement with Santos/Gladstone Liquefied Natural Gas (GLNG) representatives, that will cater for the impacts upon Council infrastructure caused by the development and operation of coal seam gas facilities within the CHRC area, generally in the southern portion of the council area, initially in the Arcadia Valley, and over time in the Rolleston area.

Resolution:

Cr McIndoe moved and seconded by Cr Nixon “That the Central Highlands Regional Council enter into an Infrastructure Agreement with Santos/GLNG to cater for the impacts on council road infrastructure caused by the development and operation of coal seam gas facilities, and authorise the Chief Executive Officer to sign the Infrastructure Agreement.”

2016 / 11 / 22 / 015

Carried (7-0)

GENERAL BUSINESS

GP Super Clinic

Resolution:

Cr Rolfe moved and seconded by Cr Brimblecombe “That Central Highlands Regional Council endorse the nomination of Cr Godwin-Smith to the Central Highlands Health Care Board.”

2016 / 11 / 22 / 016

Carried (7-0)

CLOSURE OF MEETING

There being no further business, the Mayor closed the meeting at 4.47pm

CONFIRMED

MAYOR

DATE