



**General Meeting of Council**

# **MINUTES**

**Meeting held in the Central Highlands Regional Council Chambers, Emerald Office**

**Tuesday 25 July 2017**

**Commenced at 2.30pm**

# CENTRAL HIGHLANDS REGIONAL COUNCIL

## GENERAL MEETING OF COUNCIL

TUESDAY 25 JULY 2017

### MINUTES CONTENTS

<b>PRESENT</b> .....	<b>3</b>
<b>APOLOGIES</b> .....	<b>3</b>
<b>LEAVE OF ABSENCE</b> .....	<b>3</b>
<b>CONFIRMATION OF MINUTES OF PREVIOUS MEETING</b> .....	<b>3</b>
General Council Meeting: 11 July 2017 .....	3
<b>MATERIAL PERSONAL INTEREST, CONFLICT OF INTEREST, PERSONAL GIFTS AND BENEFITS</b> ....	<b>3</b>
<b>PETITIONS (IF ANY)</b> .....	<b>3</b>
<b>COMMUNITIES</b> .....	<b>4</b>
Development Assessment Update - Development Applications and Decisions.....	4
<b>CORPORATE SERVICES</b> .....	<b>4</b>
Consultation - Annual Valuation effective 30 June 2018 .....	4
Appointment of Authorised Persons.....	5
Delegations Register - Council to Chief Executive Officer - July 2017 .....	5
Works 4 Queensland Project Nominations.....	6
Monthly Financial Report - June 2017 .....	7
Work Health and Safety Annual Report .....	8
<b>CENTRAL HIGHLANDS DEVELOPMENT CORPORATION</b> .....	<b>8</b>
Central Highlands Development Corporation - Service Level Agreement - July 2017 .....	8
<b>CHIEF EXECUTIVE OFFICER</b> .....	<b>8</b>
Logo and Corporate Brand Refresh .....	8
<b>CLOSED SESSION</b> .....	<b>9</b>
Rates Concession Request - Assessment No 1615.....	9
<b>GENERAL BUSINESS</b> .....	<b>10</b>
<b>CLOSURE OF MEETING</b> .....	<b>10</b>

**MINUTES – GENERAL MEETING**  
**HELD AT 2.30PM TUESDAY 25 JULY IN THE CENTRAL HIGHLANDS REGIONAL COUNCIL**  
**CHAMBERS, EMERALD OFFICE**

**PRESENT**

**Councillors**

Councillor (Crs) K. Hayes (Mayor), G. Godwin-Smith (Deputy Mayor)

Councillors (Crs) P. Bell AM, C. Brimblecombe, M. Daniels, D. Lacey, A. McIndoe, G. Nixon and C. Rolfe

**Officers**

Chief Executive Officer S. Mason, General Manager Communities D. Fletcher, General Manager Corporate Services J. Bradshaw, General Manager Infrastructure and Utilities G. Joubert, General Manager Commercial Services M. Webster, Minute Secretary M. Wills

**APOLOGIES**

Nil

**LEAVE OF ABSENCE**

Nil

**Attendance**

Cr Bell attended the meeting at 2.31pm

**CONFIRMATION OF MINUTES OF PREVIOUS MEETING**

**General Council Meeting: 11 July 2017**

**Resolution:**

Cr Nixon moved and seconded by Cr Rolfe “That the minutes of the previous General Council Meeting held on 11 July 2017 be confirmed.”

**2017 / 07 / 25 / 001**

Carried (9-0)

**Business Arising Out Of Minutes**

Nil

**Outstanding Meeting Actions**

Cr Nixon advised that Sojitz presented an update at the Springsure Community Reference Group. Concerns raised with regards to the ANZ Bank closure in Springsure.

**MATERIAL PERSONAL INTEREST, CONFLICT OF INTEREST, PERSONAL GIFTS AND BENEFITS**

Nil

**Attendance**

General Manager Commercial Services M Webster left the meeting at 2.36pm

**PETITIONS (IF ANY)**

Chief Executive Officer Mr Scott Mason tabled a petition from the Springsure community “Petition to keep Springsure ANZ Bank Operating and town alive”.

Attendance

General Manager Commercial Services M. Webster returned to the meeting at 2.38pm

Cr Rolfe spoke to Council with regards to the petition that was tabled.

Cr Nixon spoke to Council with regards to the petition that was tabled.

Cr Godwin-Smith spoke to Council with regards to the petition that was tabled.

Attendance

Manager Planning and Environment K. Byrne attended the meeting at 2.49pm

## **COMMUNITIES**

### **Development Assessment Update - Development Applications and Decisions**

**Executive summary:**

This report provides a monthly update on development activities currently before the Council for assessment and decision within the Development and Planning Team. This update will be presented at the second General Council Meeting of the month. This regular update provides an opportunity for the Councillors to ask any questions and seek further information on any development applications or decisions.

Considered by Council.

Attendance

Manager Planning and Environment K. Byrne left the meeting at 2.57pm

## **CORPORATE SERVICES**

### **Consultation - Annual Valuation effective 30 June 2018**

**Executive summary:**

The Department of Natural Resources and Mines maintains the property valuation database used by Council for rating purposes. From time to time the Department will undertake a process to revise these valuations to ensure they remain current, taking into account market movements. There is a requirement under the Land Valuation Act 2010 for the Department to consult Council in this process and to this end a formal request has been made for Council to provide its input into the decision making process.

A revaluation was completed last financial year with the last valuation having an effective date of 30 June 2017 for the purpose of calculating rates and charges.

This consideration is based on a number of factors, including the upturn of the cattle market, the current seasonal outlook and the positive movements in rural land valuations and sales. As a result, it is proposed that the year be seen as an opportunity for consolidation and that the revaluation be deferred until the 2019 year.

**Resolution:**

Cr Godwin-Smith moved and seconded by Cr Brimblecombe "That Central Highlands Regional Council advise the Valuer-General that it does not support the completion of a valuation of land in the Central Highlands Regional Council area with date of effect being 30 June 2018."

## **Appointment of Authorised Persons**

### **Executive summary:**

The recent introduction of the Development Assessment Rules and Planning Regulations 2017 and substantial changes to the Planning Act 2016 has necessitated the need to review existing delegations given by the Chief Executive Officer to Council Officers in order for them to legally undertake the various aspects of their roles and responsibilities.

Due to the significant volume of legislation in which Council has authority, King and Company Solicitors were engaged to review the Chief Executive Officer's delegations instrument. This review identified some inconsistencies with the some legislation in regards to the Chief Executive Officer's authority to delegate and in order to address this issue the following recommendation was provide by King and Company Solicitors for Council's consideration and adoption.

### **Resolution:**

Cr Brimblecombe moved and seconded by Cr Nixon "That pursuant to section 257 of the *Local Government Act 2009*, Central Highlands Regional Council delegates to the Chief Executive Officer of Council the power to:-

1. appoint authorised persons of Council to exercise 1 or more or all of the powers given to an authorised person pursuant to each of:
  - a. the *Public Health (Infection Control for Personal Appearance Services) Act 2003*; and
  - b. the *Waste Reduction and Recycling Act 2011*; and
  - c. the *Water Supply (Safety and Reliability) Act 2008*;
2. issue an identity card to each authorised person appointed under paragraph (a);
3. authorise employees and agents of Council to exercise the powers of a local government worker under the *Local Government Act 2009*, chapter 5, part 2, division 2;
4. give an identity card to each person authorised to exercise the powers of a local government worker under paragraph (c);
5. appoint inspectors of Council under section 107 of the *Plumbing and Drainage Act 2002* to exercise 1 or more or all of the powers given to an inspector pursuant to the *Plumbing and Drainage Act 2002*; and
6. issue an identity card to each inspector appointed under paragraph (e)."

2017 / 07 / 25 / 003

Carried (9-0)

## **Delegations Register - Council to Chief Executive Officer - July 2017**

### **Executive summary:**

Recent legislation changes and updates has necessitated a review of existing delegation of powers. The review has been undertaken following receipt of information received from the Local Government Association of Queensland (LGAQ) who provide a service in relation to delegations to Council. The recommendation relates to delegations from Council to the Chief Executive Officer under various legislation.

### **Resolution:**

Cr Rolfe moved and seconded by Cr Bell "That in accordance with Section 257 of the *Local Government Act 2009*, Central Highlands Regional Council delegates to the Chief Executive Officer the exercise of its powers under the following legislation:

- a) New to Authorisations and Council Resolutions:

- i) Appointment of Authorised Persons
- b) New to Register:
  - i) Development Assessment Rules
  - ii) Planning Regulation 2017
- c) Amended Delegations:
  - i) Planning Act 2016

And further, that all other delegations relating to other legislation that currently are in place from Council to the Standing Committees remain unchanged.”

**2017 / 07 / 25 / 004**

Carried (9-0)

Attendance

Acting Manager Finance I. Stevenson attended the meeting at 3.10pm

**Works 4 Queensland Project Nominations**

**Executive summary:**

The 2017-19 Works for Queensland (W4Q) program is a \$200 million over two years Queensland government funding program to support local governments outside of South East Queensland to undertake job-creating maintenance and minor infrastructure works.

This initiative is delivered by the Department of Infrastructure, Local Government and Planning and funded under the State Infrastructure Fund. This program funding as announced and made available for Central Highlands Regional Council is \$2,550,000. Council is encouraged to submit one (1) list of projects which is due by 28 July 2017.

**Resolution:**

Cr Nixon moved and seconded by Cr Daniels “That Central Highlands Regional Council endorse the submission of the following projects for funding under the 2017-19 Works for Queensland Program:

Project No#	Project Title	W4Q Project Cost \$
1.	Community Oval Rolleston – Upgrade new canteen and kitchen	100,000
2.	Bauhinia Memorial Hall – Upgrade hall facility	150,000
3.	Blackwater Civic Centre – Upgrade lighting, sound equipment in the Auditorium, upgrade the cold-room, stove and dishwasher	55,000
4.	Emerald Town Hall – Repaint supper room and replace existing flooring	55,000
5.	Springsure Showgrounds – Dining hall access upgrade	20,000
6.	Rolleston Community Centre/Pool - Electrical upgrade	30,000
7.	Rolleston Transaction Centre – Upgrade irrigation and landscaping	15,000
8.	Duaringa McKenzie Park – Replacement of water feature, garden and new interpretive signage	120,000
9.	Emerald Botanical Gardens – Eastside pathway improvements	200,000
10.	Capella Bridgeman Park – Replacement of disability access to the main sports pavilion	40,000
11.	Sapphire Pool – Carpark area sealing	50,000

Project No#	Project Title	W4Q Project Cost \$
12.	Clermont Street and Borilla Street – Footpath rehabilitation Stage 2	250,000
13.	Emerald town entrance improvements (south and east)	500,000
14.	Springsure – Eclipse Street – Footpath rehabilitation	200,000
15.	Springsure Showgrounds - Carpark and bus bay seal/pavement works	30,000
16.	Rolleston School – Bus shelter	10,000
17.	Comet – Upgrade drainage Ballard Street	140,000
18.	Emerald – Concrete infill at Edmonston Street roundabout	60,000
19.	Central Highlands rural addressing signage installation	250,000
20.	Anakie – New bore emergency generator	25,000
21.	Emerald Saleyards – concrete extensions	100,000
22.	Emerald Airport – enhance entrance statement	50,000
23.	Town Entrance statements – Gindie/ Bauhinia / Tieri / Anakie	100,000
	<b>TOTAL PROJECTS COST</b>	<b>\$2,550,000</b>

2017 / 07 / 25 / 005

Carried (8-1)**Monthly Financial Report - June 2017****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 Nixon moved and seconded by Cr Godwin-Smith "That Central Highlands Regional Council moved a vote of thanks to the staff who were involved in formulating the budget and that all staff be thanked for assisting council to deliver its capital works program 2016 / 2017."

2017 / 07 / 25 / 006

Carried (9-0)**Resolution:**

Cr Nixon moved and seconded by Cr Lacey "That Central Highlands Regional Council receive the Monthly Financial Report for the period ended 30 June 2017."

2017 / 07 / 25 / 007

Carried (9-0)**Attendance**

Acting Manager Finance I. Stevenson left the meeting at 3.29pm  
Coordinator Safety S. Schofield attended the meeting at 3.29pm

## **Work Health and Safety Annual Report**

### **Executive summary:**

The work health and safety strategy for financial year 2017 was aimed at getting back to basics, discontinuing inefficient practices, removing bottlenecks and re-building the foundations of Council's Safety Management System. This report identifies key information and trends from the 2016/17 year.

Considered by Council.

### **Attendance**

Coordinator Safety S. Schofield left the meeting at 3.46pm

General Manager Central Highlands Development Corporation S Hobbs attended the meeting at 3.46pm

## **CENTRAL HIGHLANDS DEVELOPMENT CORPORATION**

### **Central Highlands Development Corporation - Service Level Agreement - July 2017**

#### **Executive summary:**

The report provides an update on the Central Highlands Development Corporations activity for July, 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 3.54pm

## **CHIEF EXECUTIVE OFFICER**

### **Logo and Corporate Brand Refresh**

#### **Executive summary:**

The Central Highlands Regional Council corporate brand is being reviewed as the branding is restrictive, outdated, open to interpretation and is inefficient in regard to resources needed in the preparation of 'new' design in regard to corporate collateral. A concept for a brand refresh is presented for consideration and features a contemporary simplified logo and brand design elements that complement the logo.

#### **Resolution:**

Cr Lacey moved and seconded by Cr Brimblecombe "That Central Highlands Regional Council approve the new corporate brand design concept and logo."



## **CLOSED SESSION**

### **Into Closed Session**

#### ***Resolution***

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

**2017 / 07 / 25 / 009**

**Carried (9-0)**

#### **Attendance**

General Manager Community Services D. Fletcher, General Manager Infrastructure and Utilities G. Joubert, General Manager Commercial Services M. Webster left the meeting at 3.56pm  
Acting Manager Finance I. Stevenson attended the meeting at 3.56pm

The meeting was closed at 3.56pm.

### **Out of Closed Session**

#### ***Resolution***

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

**2017 / 07 / 25 / 010**

**Carried (9-0)**

The meeting was opened at 4.13pm.

#### **Conflict of Interest**

Cr Bell AM declared a conflict of interest in this matter (as defined in section 173 of the Local Government Act 2009) due to his board membership of Bush Kids Australia (Emerald) Committee and dealt with the conflict of interest by staying in the meeting room and partaking in the debate and then left the room and did not partake in the decision on the matter. Cr Bell left the room at 4.14pm

### **Rates Concession Request - Assessment No 1615**

#### **Executive summary:**

Local Government Legislation and adopted policies, provide the ability for Council to offer rebates, remissions and concessions to certain groups of ratepayers, in limited circumstances, where broader community outcomes would be enhanced. Council has received a request from a not for profit organisation seeking a general rate remission of 100% to support them in the conduct of activities that are of benefit to the community.

#### ***Resolution:***

Cr Nixon moved and seconded by Cr Godwin-Smith “That Central Highland Regional Council, in accordance with section 122 of the Local Government Regulation 2012 and the Revenue Policy, approve a concession for Assessment No. 1615 for 100% of the General Rates applicable and that this concession remain in place for the duration of the property’s use in this community service capacity.”

**2017 / 07 / 25 / 011**

**Carried (7-1)**

Attendance

Cr Bell returned to the meeting at 4.15pm

Acting Manager Finance I. Stevenson left the meeting at 4.15pm

**GENERAL BUSINESS**

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

Cr Daniels

- Raised concerns with the Capricorn Highway intersection at the Gemfields and the safety of this intersection for the travelling public.

**CLOSURE OF MEETING**

There being no further business, the Mayor closed the meeting at 4.18pm

CONFIRMED

MAYOR

DATE