

## **General Council Meeting**

Meeting of the Central Highlands Regional Council held  
in the **Council Chambers, 65 Egerton Street, Emerald**  
on

**Tuesday, 10 July 2018**  
**Commenced at 2.30pm**

**COUNCIL MINUTES**

# CENTRAL HIGHLANDS REGIONAL COUNCIL

## GENERAL MEETING OF COUNCIL

TUESDAY 10 JULY 2018

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**MINUTES – GENERAL COUNCIL MEETING**

**HELD AT 2.30PM TUESDAY 10 JULY 2018 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, A. McIndoe, G. Nixon, C. Rolfe and G. Sypher

**Officers**

Acting Chief Executive Officer and General Manager Customer and Commercial Services M. Webster, General Manager Communities D. Fletcher, General Manager Infrastructure and Utilities G. Joubert, General Manager Central Highlands Development Corporation S. Hobbs, Manager Asset Management M. Gatt, Acting Coordinator Communications J. Lorenzo, Minute Secretary M. Wills

**APOLOGIES**

Chief Executive Officer S. Mason and General Manger Corporate Services J. Bradshaw

**LEAVE OF ABSENCE**

Nil

**Opening Prayer**

Reverend Jim Pearson (Emerald Uniting Church) delivered the opening prayer.

**Attendance**

Cr Bell attended the meeting at 2.39pm

**CONFIRMATION OF MINUTES OF PREVIOUS MEETING**

**General Council Meeting: 26 June 2018**

**Resolution:**

Cr Brimblecombe moved and seconded by Cr Godwin-Smith “That the minutes of the previous General Council Meeting held on 26 June 2018 be confirmed.”

**2018 / 07 / 10 / 001**

**Carried (9-0)**

**Special Budget Meeting: 26 June 2018**

**Resolution:**

Cr Nixon moved and seconded by Cr Godwin-Smith “That the minutes of the Special Budget Meeting held on 26 June 2018 be confirmed.”

**2018 / 07 / 10 / 002**

**Carried (9-0)**

**Business Arising Out Of Minutes**

Nil

**Outstanding Meeting Actions**

Nil

**Review of Upcoming Agenda Items**

Nil

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

Nil

**PETITIONS (IF ANY)**

Nil

**COMMUNITIES**

**Capricorn Enterprise - Memorandum of Understanding 2018 - 2019**

**Executive summary:**

Capricorn Enterprise is the regional tourism organisation that provides tourism marketing on behalf of Central Highlands Regional Council. Each year, council provides funding to Capricorn Enterprise that is matched by Tourism and Events Queensland. A memorandum of understanding is entered into by both organisations that clearly articulates the intended outcomes of service delivery for the coming twelve months.

**Resolution:**

Cr Nixon moved and seconded by Cr Rolfe “That Central Highlands Regional Council defer its decision on endorsing the Memorandum of Understanding between Central Highlands Regional Council and Capricorn Enterprise until a further report is provided to Council.”

2018 / 07 / 10 / 003

Carried (9-0)

**Regional Signage Manual**

**Executive summary:**

The *Central Highlands Regional Signage Manual* provides a standardised design guideline for signage on council-owned land or council-owned assets within the Central Highlands’ region.

**Resolution:**

Cr Sypher moved and seconded by Cr Nixon “That Central Highlands Regional Council adopt the *Central Highlands Regional Signage Manual* in principle subject to the installation procedure, ordering procedure and technical specifications sections being completed.”

2018 / 07 / 10 / 004

Carried (9-0)

**Game Plan Advisory Committee Meeting Minutes - 3 April 2018, 2 May 2018 and 21 June 2018**

**Executive summary:**

The Game Plan Advisory Committee is an advisory committee of Council, with Councillors and community members appointed for the period of development and implementation of the Game Plan project. The committee met on 3 April, 2 May and 21 June 2018 for meetings 10 to 12.

**Resolution:**

Cr Brimblecombe moved and seconded by Cr Nixon “That Central Highlands Regional Council receive the minutes for the *Game Plan Advisory Committee* meetings held 3 April, 2 May (subject to minor amendment) and 21 June 2018 and adopt the following recommendations:

1. That the community engagement presentation be delivered at the next Strategic and Briefing Forum for all councillors to see and provide feedback on.”

**2018 / 07 / 10 / 005**

Carried (9-0)

Attendance

Planning and Development Coordinator S. Mattner, Principal Planner Development Assessment S. Ronnfeldt and Senior Planner R. Tait attended the meeting at 3.15pm

**Development Application Update June 2018**

**Executive summary:**

This report provides a monthly update on development activities currently before the Council for assessment and decision within the Planning Team. This report is intended for Councillors to understand the decisions made and to review the current applications before Council. Should the need arise, time can be scheduled to discuss specifics of the application offline with the Assessment Manager from the Planning team.

**Resolution:**

Cr Godwin-Smith moved and seconded by Cr Brimblecombe “That Central Highlands Regional Council receive this report.”

**2018 / 07 / 10 / 006**

Carried (9-0)

Attendance

Planning and Development Coordinator S. Mattner, Principal Planner Development Assessment S. Ronnfeldt and Senior Planner R. Tait left the meeting at 3.19pm

## **CORPORATE SERVICES**

**Report of Audit Committee Meeting - 21 June 2018**

**Executive summary:**

The Audit Committee is established as required under s. 105 of the *Local Government Act 2009* and met as scheduled on Thursday 21 June 2018.

**Resolution:**

Cr Brimblecombe moved and seconded by Cr Rolfe “That Central Highlands Regional Council receive the minutes of the Audit Committee meeting held on 21 June 2018 and adopt the following recommendations:

1. The conclusions and recommendations from the Internal Audit report on Capital Works Program Development and Reporting be referred to management for implementation.
2. The conclusions and recommendations from the Internal Audit report on Water Management Practices be referred to management for implementation.
3. In accordance with s. 207 of the *Local Government Regulation 2012*, the Internal Audit Plan for 2018/19 be approved, noting that Project 2 (Inventory Management Practices) and Project 4 (Revenue Assurance) will be undertaken in the first part of the year, with Project 1 (Project Governance) and Project 3 (Maintenance Management Systems) to follow.
4. With respect to Audit Committee membership and succession planning:

- a. The remuneration for independent members of the Audit Committee (noting that councillors and staff are not remunerated) be reaffirmed, viz:
  - i. Chair - \$2,200 (incl. GST)/meeting (including preparation and travel time) + reasonable travel and accommodation expenses.
  - ii. Independent Member - \$1,650 (incl. GST)/meeting (including preparation and travel time) + reasonable travel and accommodation expenses.
- b. Council note the intention of the incumbent Audit Committee Chair, Hayden Wright to not seek extension to his appointment from December 2018.
- c. Accordingly, consistent with Clause 5.3 of the Audit Committee Charter (policy), officers be authorised to invite public applications for a replacement Audit Committee Chair with a view to the successful candidate attending a handover with the outgoing Chairman at the December 2018 meeting.
- d. The term of Independent Member Geoff King be extended for a third year in accord with the conditions of his original appointment.”

**2018 / 07 / 10 / 007**

Carried (9-0)

Attendance

Project Officer I. Stevenson attended the meeting at 3.23pm

**Consultation - Annual Valuation effective 30 June 2019**

**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 2018 for the purpose of calculating rates and charges.

**Resolution:**

Cr Nixon moved and seconded by Cr Godwin-Smith “That Central Highlands Regional Council advise the Valuer-General that it supports the completion of a valuation of land in the Central Highlands Regional Council area with date of effect being 30 June 2019.”

**2018 / 07 / 10 / 008**

Carried (9-0)

Attendance

Project Officer I. Stevenson left the meeting at 3.25pm

## **CUSTOMER AND COMMERCIAL SERVICES**

**Central Highlands (Qld) Housing Company Limited - Appointment of Director**

**Executive summary:**

Implementation and maintenance of good governance facilitates robust decision making and improves Strategy, Performance, Compliance and Accountability and is characterised by ongoing monitoring and evaluation. The board plays an important role in setting the vision, purpose and strategies for the Central Highlands (Qld) Housing Company Limited (Housing Company) while good governance also helps provide

a framework for establishing responsibility to the board, its clients and key stakeholders. With the resignation of Lisa Caffrey from the Housing Company a vacancy for an independent Director on the Board has been created. This report seeks Council's consideration to invite a new independent Director for the Housing Company.

***Resolution:***

Cr Sypher moved and seconded by Cr Bell "That Central Highlands Regional Council invite Emma McCullagh to be a director on the board of the Central Highlands (Qld) Housing Company Limited."

**2018 / 07 / 10 / 009**

Carried (9-0)

## **DEPARTMENTAL UPDATES**

### **Chief Executive Officer**

**Executive summary:**

The following report provides an update on key activities for the Office of the Chief Executive Officer.

Key Activities Summary:

1. Australia Local Government Association (ALGA) Regional Cooperation and Development Forum – 17 June 2018;
2. Australian Local Government Association (ALGA) National General Assembly (NGA) Local Government Association of Queensland (LGAQ) Briefing – 18 June 2018;
3. Australian Local Government Association (ALGA) National General Assembly (NGA) of Local Government held at Canberra from 17 – 20 June 2018;
4. Australian Rural Road Group Inc (ARRG) Annual General Meeting – 19 June 2018; and
5. Deputation with Deputy Prime Minister and Minister for Infrastructure and Transport Michael McCormack and Minister for Agriculture and Water Resources David Littleproud – 20 June 2018.

***Resolution:***

Cr Nixon moved and seconded by Cr Godwin-Smith "That Central Highlands Regional Council receive the Office of the Chief Executive Officer departmental update report, highlighting key activities for the month of June 2018."

**2018 / 07 / 10 / 010**

Carried (9-0)

**Attendance**

Principal Planner Development Assessment S. Ronnfeldt attended the meeting at 3.37pm

### **Communities**

**Executive summary:**

The following report provides an update on key activities for the Communities department.

Key Activities Summary:

1. Temporary Local Planning Instrument (TLPI) 01/2018
2. Business Compliance Audits
3. Innovation Fund

**Resolution:**

Cr Daniels moved and seconded by Cr Brimblecombe “That Central Highlands Regional Council receive the Communities departmental update report, highlighting key activities for the month of June.”

2018 / 07 / 10 / 011

Carried (9-0)

Attendance

Principal Planner Development Assessment S. Ronnfeldt left the meeting at 3.43pm

## **LATE AGENDA ITEMS**

### **Minutes of Meeting – Finance and Infrastructure Standing Committee Meeting 10 July 2018, Communities Standing Committee Meeting: 10 July 2018 and Leadership and Governance Standing Committee Meeting: 10 July 2018**

**Resolution:**

Cr Brimblecombe moved and seconded by Cr Sypher “That the minutes of the

1. Finance and Infrastructure Standing Committee Meeting held on 10 July 2018;
2. Communities Standing Committee Meeting held on 10 July 2018; and
3. Leadership and Governance Standing Committee Meeting held on 10 July 2018 (subject to a minor amendment)

be confirmed.”

2018 / 07 / 10 / 012

Carried (9-0)

## **GENERAL BUSINESS**

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

### **Mobile Blackspot Joint Partnership with Santos – Arcadia Valley**

**Resolution:**

Cr Godwin-Smith moved and seconded by Cr McIndoe “The Central Highlands Regional Council support:

1. A mobile communications provider complete an assessment of the viability of the Santos sites to be upgraded from 4G only sites to full base station coverage and, based on a favourable assessment against the eligibility criteria;
2. The inclusion of the proposed Santos telecommunications sites:

<u>Site</u>	<u>Latitude</u>	<u>Longitude</u>
Mt. Kingsley	25.29342	148.89499
Castle Hill	25.35367	148.88858

in Central Highlands Regional Council submission for the upcoming round 4 Mobile Blackspot funding.”

2018 / 07 / 10 / 013

Carried (9-0)



Cr Godwin-Smith

- Requested for a high level review to be undertaken on the water and sewerage infrastructure for the townships of Springsure, Rolleston, Comet, Capella, Bluff and Dingo with regards to the current capacity and what is the future capacity for the townships to grow in view of resources industry developments. *Manager Asset Management M. Gatt advised that officers are undertaking a project this financial year for detailed condition reports on this infrastructure.*

Mayor Cr Kerry Hayes

- Member for Flynn Mr Ken O'Dowd announced today Building Better Regions Funding from the federal government for the Emerald Airport in the amount of \$1,416,217.00 which represents a 50% contribution for works at the Emerald Airport general aviation upgrade projects.

Cr Bell

- Concerns raised regarding a facebook post on the ratepayers of the central highlands facebook page concerning recent repairs and refurbishment works in the executive office area and the concerns raised were in regard to the budget and the use of local contractors. Cr Bell requested for a report to be provided to Councillors with regards to the project budget costs and overruns and use of local contractors whether they were local or not so that Councillors have information to respond to concerns raised. *General Manager Communities advised that a report will be brought back to Council at the next meeting.*

## **CLOSURE OF MEETING**

There being no further business, the Mayor closed the meeting at 4.10pm.

CONFIRMED

MAYOR

DATE