

General Council Meeting

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

Tuesday, 30 April 2019
Commenced at 2.30pm

COUNCIL MINUTES

CENTRAL HIGHLANDS REGIONAL COUNCIL

GENERAL MEETING OF COUNCIL

TUESDAY 30 APRIL 2019

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**MINUTES – GENERAL COUNCIL MEETING
HELD AT 2.30PM TUESDAY 30 APRIL 2019 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, C. Rolfe and G. Sypher

Officers

Chief Executive Officer S. Mason, General Manager Communities D. Fletcher, General Manager Customer and Commercial Services M. Webster, General Manager Infrastructure and Utilities G. Joubert, General Manager Central Highlands Development Corporation S. Hobbs, Minute Secretary M. Wills, Coordinator Corporate Communications A. Ferris

APOLOGIES

Councillor (Cr) G. Nixon

Resolution:

Cr McIndoe moved and seconded by Cr Rolfe “That an apology for Councillor Nixon for today’s meeting be recorded.”

2019 / 04 / 30 / 001

Carried (6-0)

LEAVE OF ABSENCE

Nil

ACKNOWLEDGEMENT OF COUNTRY

Mayor Hayes acknowledged the traditional custodians of the land on which we meet today and he paid our respects to the elders, past, present and emerging.

CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

General Council Meeting: 16 April 2019

Resolution:

Cr Sypher moved and seconded by Cr Brimblecombe “That the minutes of the previous General Council Meeting held on 16 April 2019 be confirmed.”

2019 / 04 / 30 / 002

Carried (6-0)

Finance and Infrastructure Standing Committee Meeting 16 April 2019, Communities Standing Committee Meeting: 16 April 2019 and Leadership and Governance Standing Committee Meeting: 16 April 2019

Resolution:

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

1. Finance and Infrastructure Standing Committee Meeting held on 16 April 2019;
2. Communities Standing Committee Meeting held on 16 April 2019; and
3. Leadership and Governance Standing Committee Meeting held on 16 April 2019

be confirmed.”

2019 / 04 / 30 / 003

Carried (6-0)

BUSINESS ARISING OUT OF MINUTES

Nil

OUTSTANDING MEETING ACTIONS

Cr Rolfe – Review of the Audit Committee Minutes 14 February 2019 – Requested a status update on inventory management practices including portable and attractive signs registers, the next Audit Committee Meeting is due to be held on 9 May 2019

Cr Sypher – Street numbering – requested an update on this item of business, even if it is a report of where the previous officer was up to on this project.

REVIEW OF UPCOMING AGENDA ITEMS

Cr Rolfe – requested a report on the Environmental Compliance Update – noted a number of times. *CEO Scott Mason advised that there is a meeting that has been scheduled with the Department of Environment and Compliance for 7 May 2019. A report will be provided after that meeting.*

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

Nil

PETITIONS (IF ANY)

Nil

Attendance

Executive Officer R. Ferguson attended the meeting at 2.40pm

DECISION ACTION REPORTS

Corporate Services

Vehicle Donation - Central Queensland Pet Rescue

Executive summary:

CQ Pet Rescue have made a formal request for Council to consider donating a vehicle, specifically, a utility to assist their Central Highlands operations in continuing to provide much-needed services to the community. With the retirement of the current vehicle they are in need of a replacement vehicle to continue with their valuable work.

Resolution:

Cr Daniels moved and seconded by Cr Brimblecombe “That Central Highlands Regional Council agree to approve the donation of Unit 1296 Mitsubishi Triton 4x2 Dual Cab with canopy to CQ Pet Rescue including Central Highlands Regional Council covering ancillary costs associated with preparation of a Certificate of Inspection (i.e. roadworthy) and transfer of registration.”

2019 / 04 / 30 / 004

Carried (6-0)

Vehicle Donation - Woorabinda Aboriginal Shire Council

Executive summary:

Council has a Memorandum of Understanding (MOU) with the Woorabinda Aboriginal Shire Council providing advisory services regards day to day operational matters around a variety of infrastructure assets. Staff of both Councils have recognised a benefit in the provision of a surplus Central Highlands Regional Council (CHRC) vehicle to the Woorabinda Aboriginal Shire Council that will greatly assist in provision of infrastructure maintenance services to that community.

Resolution:

Cr Rolfe moved and seconded by Cr Daniels “That Central Highlands Regional Council approve the donation of Unit 7104 Nissan UD PKC37A Tip Crane Truck Registration Number 985-MEI to Woorabinda Aboriginal Shire Council including Central Highlands Regional Council covering ancillary costs associated with preparation of a Certificate of Inspection (i.e. a roadworthy) and transfer of registration.”

2019 / 04 / 30 / 005

Carried (6-0)

Attendance

Cr Godwin-Smith attended the meeting at 2.53pm

Chief Executive Officer

2020 Quadrennial Local Government Elections - Type of Ballot

Executive summary:

Local Government Elections will be held across Queensland in March 2020. Elections are run via an Ordinary Ballot process (polling booths established for voting at centres across the local government area on the ‘election day’) unless Ministerial approval is given that they can be run as a Postal Ballot (all voting is done by issuing of ballot papers to all voters via Australia Post and those papers are returned to the Returning Officer for counting on the ‘election day’). Central Highlands Regional Council elections have been Postal Ballot in the past.

Resolution:

Cr Brimblecombe moved and seconded by Cr Rolfe “That Central Highlands Regional Council seek approval from the Minister for Local Government, Racing and Multicultural Affairs to allow, as per Section 45 of the Local Government Electoral Act 2011, for the Central Highlands Regional Council 2020 Local Government election to be conducted by Postal Ballot for the following reasons:

1. The Central Highlands Region covers approximately 60,000 square kilometres with significant rural and remote areas and the travel required by many residents in the smaller communities to reach a polling booth on polling day can be extremely difficult.
2. The Central Highlands Region accommodates a significant part of Queensland’s rich coal and resource sector which involves residents in shift work and the availability of postal voting for these people provides a greater opportunity for them to cast a vote.
3. The previous three (3) quadrennial local government elections have been via a full Postal Ballot and Council believes the option provides a more efficient and effective process as compared to that offered through an Ordinary Ballot process.”

2019 / 04 / 30 / 006

Carried (7-0)

Attendance

Executive Officer R. Ferguson left the meeting at 3.00pm

Cr Bell attended the meeting at 3.05pm

Attendance

Executive Assistant (Customer and Commercial Services) A. Carson attended the meeting at 3.08pm and left the meeting at 3.08pm

INFORMATION REPORTS

Communities

Corporate Communication Quarter 3 Report to Council

Executive summary:

This report is a summary of the activities of the corporate communications team for the third quarter of the 2018-19 financial year.

Resolution:

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

2019 / 04 / 30 / 007

Carried (8-0)

Attendance

Manager Planning and Environment K. Byrne attended the meeting at 3.14pm
General Manager Customer and Commercial Services M. Webster left the meeting at 3.39pm
General Manager Customer and Commercial Services M. Webster returned to the meeting at 3.41pm

Development Assessment Overview

Executive summary:

This report provides an overview presentation on the development assessment process for Queensland.

Resolution:

Cr Daniels moved and seconded by Cr Brimblecombe “That Central Highlands Regional Council receive the report.”

2019 / 04 / 30 / 008

Carried (8-0)

Attendance

Manager Planning and Environment K. Byrne left the meeting at 3.49pm
Manager Connected Communities S. Poulter and Community Development Officer – Digital Engagement I. Josey attended the meeting at 3.52pm

Capella Cats Closet Bakehouse Project

Executive summary:

Council officers have obtained external advice on the original design for the Capella Bakehouse Oven project to provide a cost-effective outcome in keeping with the Capella Community Reference Group’s (CRG) design intent. Additional internal funding sources have been identified to support the delivery of the project to ensure the requested build outcome is achieved.

Resolution:

Cr Daniels moved and seconded by Cr Sypher “That Central Highlands Regional Council:

1. Receive the report outlining the status of project investigations relating to the Capella Bakehouse Oven project;
2. Approve the transfer of available budget from existing projects within the Connected Communities program towards the project to provide the additional budget required at budget review 3.”

2019 / 04 / 30 / 009

Carried (8-0)

Attendance

Manager Connected Communities S. Poulter and Community Development Officer – Digital Engagement

I. Josey left the meeting at 4.08pm

Coordinator Asset Accounting A. Dias attended the meeting at 4.09pm

Minute Secretary M. Wills left the meeting at 4.10pm

Minute Secretary M. Wills returned to the meeting at 4.12pm

Coordinator Financial Accounting H. Kirby attended the meeting at 4.23pm

Corporate Communications Officer K. Paradies left the meeting at 4.26pm

Corporate Services

Monthly Financial Report - March 2019

Executive summary:

Operating activities are generally in accordance with forecasts, though there have been some delays in rural roads maintenance, recoverable works, and work on the Yamala Inland Port project, which is partially offset by some Roadworks Performance Contract (RPC) work undertaken for the Queensland Department of Transport and Main Roads.

Capital works delivery continues to show variances against the original forecast cashflows, though Managers have expressed confidence that the works will be substantially completed within the budget year.

Resolution:

Cr Rolfe moved and seconded by Cr Brimblecombe “That Central Highlands Regional Council receive the Monthly Financial Report for the period ended 31 March 2019.”

2019 / 04 / 30 / 010

Carried (8-0)

It was noted that the following projects under the 2017-2019 Works for Queensland Program were of concern and reiterated that completion is expected by 30 June 2019:

1. *Community Oval Rolleston Upgrade new canteen and kitchen*
2. *Rolleston Bus Shelter – no shelter installed.*
3. *Town Entrance Statements*
4. *Springsure showgrounds carpark and bus bay seal / pavement works – works completed however further works required for sealing from the carpark to the main buildings.*

Attendance

Coordinator Asset Accounting A. Dias and Coordinator Financial Accounting H. Kirby left the meeting at 4.30pm

Manager Project Development and Contract Delivery K. Downey attended the meeting at 4.30pm

Cr M. Daniels left the meeting at 4.31pm

Cr M. Daniels returned to the meeting at 4.33pm

Administration Officer C. Pretorius attended the meeting at 4.37pm and left at 4.38pm

Infrastructure and Utilities

NDRRA Monthly Update

Executive summary:

This report provides Central Highlands Regional Council with an update on the National Disaster Relief and Recovery Arrangements approved works for the month of March 2019.

Resolution:

Cr Rolfe moved and seconded by Cr Brimblecombe “That Central Highlands Regional Council receive the report.”

2019 / 04 / 30 / 011

Carried (8-0)

Attendance

Manager Project Development and Contract Delivery K Downey left the meeting at 4.53pm

Central Highlands Development Corporation

Central Highlands Development Corporation - Service Level Agreement Update - Q3 - April 2019

Executive summary:

The following report provides an update on key activities for the Central Highlands Development Corporation.

Central Highlands Development Corporation (CHDC) works in collaboration with Central Highlands Regional Council (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 region’s economic potential and future sustainability. Central Highlands Regional Council provides financial contribution to CHDC for the delivery of services corresponding to Key Priority 3 of the CHRC 2018/19 Operational Plan through the implementation of the CHDC Operational Plan.

Resolution:

Cr Godwin-Smith moved and seconded by Cr Brimblecombe “That Central Highlands Regional Council receive the Central Highlands Development Corporation Q3 departmental update report, profiling the status of key activities to March 2019.”

2019 / 04 / 30 / 012

Carried (8-0)

GENERAL BUSINESS

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

Local Government Managers Association (LGMA) Awards for Excellence

Resolution:

Cr Godwin-Smith moved and seconded by Cr Brimblecombe “That Central Highlands Regional Council endorse Councillor McIndoe to attend the Local Government Managers Association Awards for Excellence 2019 Gala Dinner in Brisbane on 14 May 2019.”

2019 / 04 / 30 / 013

Carried (8-0)

LATE AGENDA ITEMS

Nil

DECISION ACTION – CLOSED SESSION

Into Closed Session

Resolution:

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

2019 / 04 / 30 / 014

Carried (8-0)

The meeting was closed at 5.03pm

Attendance

General Manager Central Highlands Development Corporation S. Hobbs and Coordinator Corporate Communications A. Ferris left the meeting at 5.03pm

Shepton Quarry Expression of Interest

Turn on Technology One (TOTO) - Update

Out of Closed Session

Resolution:

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

2019 / 04 / 30 / 015

Carried (8-0)

The meeting was opened at 5.52pm

Shepton Quarry Expression of Interest

Executive summary:

Council at its meeting held on 28 January 2018 resolved to invite Expressions of Interest under Section 228 of the Local Government Act 2009 for the disposal of its Shepton Quarry business. Expressions of Interest process has now been undertaken which closed on 18 April 2019. This report provides information for Council on the expressions of interest received.

Resolution:

Cr Rolfe moved and seconded by Cr Godwin-Smith “That Central Highlands Regional Council continue with the Expression of Interest process and seek offers from the respective proponents.”

2019 / 04 / 30 / 016

Carried (8-0)

Turn on Technology One (TOTO) – Update

Executive summary:

This report provides an update for Council on the progress of the Turn On Technology One project to achieve the 1 July go-live date and contract variation received from Technology One.

Resolution:

Cr Sypher moved and seconded by Cr Rolfe “That Central Highlands Regional Council receive the report.”

2019 / 04 / 30 / 017

Carried (8-0)

CLOSURE OF MEETING

There being no further business, the Mayor closed the meeting at 5.54pm

CONFIRMED

MAYOR

DATE