



MINUTES

of the

Ordinary Meeting of the Council

held in the

Council Chambers, 118 Victoria Street, St George

on

Thursday 27th May 2021

Commencing at 9:00am

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OPENING

The Mayor declared the Meeting open at 9:00am.

COUNCIL PRAYER

The Mayor led the Council in the Opening Prayer.

ATTENDANCE

Crs SC O'Toole, RD Avery, RG Fuhrmeister, RW Lomman, SS Scriven, ID Todd and WN Winks

Mr Matthew Magin (Chief Executive Officer), Mrs Michelle Clarke (Director Financial & Corporate Services), Mr Digby Whyte (Director Community and Environmental Services)

LEAVE OF ABSENCE

Nil

CONFIRMATION OF MINUTES

Cr Lomman moved and Cr Scriven seconded:

That the Minutes of the General Meeting held on 15 April, 2021 be confirmed.

Cr Fuhrmeister moved and Cr Todd seconded

That the Minutes of the Special Meeting held on 29 April, 2021 be confirmed.

Cr Avery moved and Cr Fuhrmeister seconded

That the Minutes of the Special Meeting held on 6 May, 2021 be confirmed.

CARRIED UNANIMOUSLY

BUSINESS ARISING FROM MINUTES

Nil

PUBLIC PARTICIPATION

Nil

DEPUTATIONS

Solid Waste Plan - Consultant Joel Harris

Iconic Tourism – Consultants - Andrew Sinclair and Mike Mahoney -Tourism Partners

MEETING BUSINESS BY CORPORATE FUNCTION

(OCEO) OFFICE OF THE CEO

OCEO1

BALONNE LOCAL DISASTER MANAGEMENT PLAN - VERSION 7

Cr Lomman moved and Cr Avery seconded:

That Council resolves to adopt Version 7.0 of the Balonne Local Disaster Management Plan as the Local Disaster Management Plan for the Balonne Region in accordance with the Disaster Management Act (Qld) 2003.

CARRIED UNANIMOUSLY

OCEO2

LDMG ENDORSEMENT OF DISASTER MANAGEMENT DOCUMENTS

Cr Winks moved and Cr Lomman seconded:

That Council notes this information report and the Balonne LDMG's endorsement of the following documents at its meeting on the 8th December 2020:

- Balonne Shire Pandemic Response Plan (version 4.0)
- Balonne Local Disaster Coordination Centre (LDCC) Standard Operating Procedures (SOP) (Version 3.0)

CARRIED UNANIMOUSLY

(FCS) FINANCE AND CORPORATE SERVICES

FCS1

AUDIT & RISK COMMITTEE MINUTES 27 APRIL 2021

Audit & Risk Committee Minutes 27 April 2021

Cr Winks moved and Cr Todd seconded:

That Council resolves to:

1. Receive and note the Audit & Risk Committee minutes of the 27 April 2021 including the:
 - a. QAO Briefing Paper March – April 2021
 - b. Draft Shell Financial Statements 2020/21
 - c. New Accounting Standards – Position Papers
 - d. Draft Position Paper – Interim Valuation Review
 - e. Draft Landfill Remediation Provision Position Paper
 - f. Internal Audit – Service Requests and Complaints Management, and
2. Adopt the revised Enterprise Risk Management Framework, rescinding all previous versions.

CARRIED UNANIMOUSLY

FEE WAIVER - ST GEORGE RUGBY LEAGUE CLUB

The St George Rugby League Club has requested a fee waiver on their annual season fees for 2020-21, due to their season being cancelled because of COVID-19.

Cr Fuhrmeister moved and Cr Todd seconded:

That Council resolves to:

1. refuse the waiver for the St George Rugby League Club for the annual Season Fee in the sum of \$670.00 for the year of 2020/21 on the basis that it is inconsistent with Council's Community Grants and Assistance Policy; and
2. refers the St George Rugby League Club to other grant options available that will assist the Club financially such as the Gambling Community Benefit Fund round 110.

AMENDMENT

Cr Winks moved and Cr Fuhrmeister seconded

That Council approve a Partial fee waiver for all sporting clubs for months effected by COVID from 1st July – 30th September.

Amendment on being put was lost 1:6

The original motion on being put was then carried unanimously.

CARRIED UNANIMOUSLY

QUARTERLY PERFORMANCE REPORT - QUARTER 3 - 2020/21

Quarter 3 Performance Report 2020/21

Cr Fuhrmeister moved and Cr Lomman seconded:

That Council resolves to adopt the Quarterly Performance Report for Quarter 3 of 2020/21, as attached, in accordance with, *Section 174(3) of the Local Government Regulations 2012*.

CARRIED UNANIMOUSLY

QUEENSLAND GREAT ARTESIAN BASIN ADVISORY COUNCIL

Membership of the Queensland Great Artesian Basin Advisory Council

Cr Fuhrmeister moved and Cr Scriven seconded:

That Council resolves to:

- 1) support the appointment of Cr Ian Todd on the Great Artesian Basin Advisory Council;
- 2) reimburse out of pocket expenses, to attend meetings, to Cr Ian Todd, in accordance with Council's Councillor Expenses Reimbursement Policy; and
- 3) seek 50% reimbursement of expenses from the Local Government Association of Queensland.

CARRIED UNANIMOUSLY

MONTHLY FINANCE REPORT - PERIOD ENDING - 30 APRIL 2021

Monthly Finance Report – Period Ending 30 April 2021

Cr Lomman moved and Cr Avery seconded:

That the monthly Financial Management Report for the period ending 30 April 2021, as tabled, be received and noted.

CARRIED UNANIMOUSLY

CHANGE ORDER OF BUSINESS

Cr Fuhrmeister moved and Cr Avery seconded:

That Council change the order of business to consider the agenda item (CES4), the time being 10:04am.

CARRIED UNANIMOUSLY

Fiona Macleod (Planning and Development Officer) entered the meeting, the time being 10:04am.

BUILDING WORKS ASSESSABLE AGAINST THE PLANNING SCHEME - 207 WHYTES ROAD, ST GEORGE BEING LOT 2 ON SP135039

The purpose of this report is for Council to consider a variation to the Minimum Habitable Finished Floor Level (MHFFL) requirement of Acceptable Outcome AO1.1 contained within the Flood Hazard Overlay Code of the *Balonne Shire Planning Scheme 2019* for a proposed rumpus room extension to the existing dwelling located at 207 Whytes Road, St George being Lot 2 on SP135039.

Cr Fuhrmeister moved and Cr Winks seconded:

That:

1. The application for Development Approval for Building Work Assessable Against the Planning Scheme to construct a Rumpus Room Extension to an Existing Dwelling in the Flood Hazard Overlay Area, on land described as Lot 2 on SP135039 and situated at 207 Whytes Road, St George be refused on the following grounds;
 - a) The extension does not demonstrate how it will be resilient to flood events in its design and built form and has not accounted for the potential risk of flooding.
 - b) While it is stated floodwaters did not enter the dwelling in the 2012 flood event the property in its entirety was subject to floodwater inundation.
 - c) No site-specific flood modelling has been conducted for the property which takes into account permanent flood mitigation constructed upstream i.e. St George Levee or other infrastructure built since the 2012 flood and this infrastructure has not yet been tested.
 - d) By allowing the dwelling extension to be constructed below Minimum Habitable Finished Floor Levels (MHFFLS) this will set precedent to future residential extensions (containing habitable rooms) within the Flood Hazard Area to not require to meet AO1.1 of the Flood Hazard Overlay Code.

CARRIED UNANIMOUSLY

Dianne Francisco (Environmental Health Officer), Spencer Hodge (Environmental Field Officer) entered the meeting, the time being 10:21am.

Fiona Macleod (Planning and Development Officer) left the meeting, the time being 10:29am.

Council adjourned for Morning Tea the time being 10:29am.

Meeting reconvened from Morning Tea the time being 10:35am.

Meeting adjourned for Deputation – Joel Harris – Solid Waste Plan- the time being 10:35am.

Kim Wildman (Manager Tourism) entered the meeting, the time being 10:56am.

Deputation ending the time being 11:05am.

Dianne Francisco (Environmental Health Officer), Spencer Hodge (Environmental Field Officer) left the meeting, the time being 11:09am.

Deputation with Andrew Sinclair and Mike Mahoney -Tourism Partners the time being 11:10am.
Deputation ending the time being 11:41am.

Andrew Boardman (Director Infrastructure Services) entered the meeting, the time being 11:46am.

Kim Wildman (Manager Tourism) left the meeting, the time being 11:55am.

The meeting reconvened, the time being 11:55am.

(IFS) INFRASTRUCTURE SERVICES

IFS1

PARKS AND GARDENS STANDING COMMITTEE MINUTES - 4 MAY 2021

Parks and Gardens Standing Committee Minutes - 4 May 2021

Cr Fuhrmeister moved and Cr Lomman seconded:

That Council resolves to receive the minutes and endorse the Parks and Gardens Standing Committee's recommendations as follows:

1. **PARKS AND GARDENS STANDING COMMITTEE TERMS OF REFERENCE**

The Parks and Gardens Standing Committee recommend to Council that:

- a) The previous Terms of Reference for the Parks and Gardens Steering Committee can be rescinded.
- b) The attached Parks and Gardens Standing Committee Terms of Reference be adopted.

2. **REPRESENTATION OF WOMEN IN QUEENSLAND'S MEMORIALS AND MONUMENTS**

- a) A commitment is made to ensure the representation of women in memorials and monuments across Balonne Shire Council.
- b) No formal action required however Council is to consider gender equality with all monument applications moving forward.

3. **SOLAR LIGHTING - ST GEORGE RIVER FORESHORE**

The Parks and Gardens Standing Committee recommend to Council that the project proposal for the establishment of Solar Lighting on the River Foreshore be accepted as a Council initiative under the Project Governance Framework and progress the proposal to

the 'select' phase (consultation, options analysis, business case, and concept) of the Framework.

4. ST GEORGE CEMETERY EXPANSION

The Parks and Gardens Standing Committee recommend to Council that the project proposal for the St George Cemetery expansion be accepted as a Council initiative under the Project Governance Framework and progress the proposal to the 'select' phase (consultation, options analysis, business case, and concept) of the Framework.

5. BOLLON SKATE PARK

The Parks and Gardens Standing Committee recommend to Council that the Bollon Skate Park, located at Walter Austin Park Bollon, proceeds with Option 1 – without relocating the levee wall.

6. TREE MANAGEMENT POLICY/PROCEDURE

The Parks and Gardens Standing Committee recommend to Council that:

- a) A Tree Management Policy/Procedure be drafted for Council's consideration.
- b) The draft Tree Management Policy/Procedure be developed in consultation with the Parks & Gardens Standing Committee.

CARRIED UNANIMOUSLY

IFS2

ASSETS STANDING COMMITTEE MEETING MINUTES - 20 APRIL 2021

Assets Standing Committee Meeting Minutes - 20 April 2021

Cr Avery moved and Cr Lomman seconded:

That Council resolves to receive the minutes and endorse the Assets Standing Committee's recommendations as follows:

1. ASSETS STANDING COMMITTEE TERMS OF REFERENCE

The Plant Standing Committee recommend to Council that:

- a) The previous Terms of Reference for the Assets Steering Committee be rescinded
- b) The attached Assets Standing Committee Terms of Reference be adopted.

2. SHADED CARPARK & SOLAR BUSINESS OPPORTUNITY

That Council resolves to accept the project proposal for the establishment of Shaded Parking & Solar' as a Council initiative under the Project Governance Framework and progress the proposal to the 'select' phase (consultation, options analysis, business case, concept) of the Framework.

3. ROAD SEGMENTS RECORD - REVIEW & CONSOLIDATE EXISTING SEGMENTS

That Council:

- a) Conduct a desktop review of the Road Segments data and modify where appropriate.
- b) Implement a procedure to ensure that future road works are completed with the necessary information to ensure Road Segments table are modified a timely and accurate manner.

(NOTE: This may be addressed with the introduction of a new Asset Management system with workflow, tasking and field data capture capability)

4. STANDARDISE ROAD WIDTHS FOR BSC ROAD NETWORK

That Council Support:

- a) The Road Width Standardisation proposal for unsealed roads.
- b) Undertaking further analysis with the view to implement unsealed standardised road widths across the Balonne Shire Road Network.
5. 2021-22 ROADS TO RECOVERY AND TRANSPORT INFRASTRUCTURE DEVELOPMENT SCHEME
That the Transport Infrastructure Development Scheme Programme and Roads to Recover Programme for 2021/22 is included within Council's budget for delivery in the 2021/22 financial year
6. BALONNE SHIRE COUNCIL'S 10 YEAR ROAD RENEWAL PROGRAMME
That Council proceed with the attached programmes as an indicative forward list of works confined to Council's budgetary constraints.
(Note also included in recommendation: The committee undertakes further work with service levels and asset management planning for the transport infrastructure and further refine the Councils 10 year Road Renewal program.)
7. BALONNE SHIRE COUNCIL'S GRID POLICY
That Council investigate the options to strengthen enforcement of current private grid policy and standards to provide an alternative mechanism of Council ownership and maintenance of grids within its road corridor on a cost neutral basis to Council.
8. GOLF LINKS ROAD - DIRRANBANDI & RHEA ROAD - ST GEORGE
That Council remove both the Golf Links Road Dirranbandi and portion of Rhea Road St George out of its Corridor from the Road Register, ceasing maintenance and formalising handover of the road to the relevant property owner.
9. REQUEST FOR COUNCIL TO GRADE GREENS ROAD, ST GEORGE
 - a) The Committee Recommends that Council do not add 'Greens Road' to Council's Road Register and do not maintain as a Council Road
 - b) Council develop a rural roads access policy.
10. CORACK ROAD GATE APPLICATION
That Council investigate with the landholder the possibility of de-gazetting the portion of Corack Road past the Argyle boundary.
11. IDA STREET MAINTENANCE
No recommendation for Council.
12. DRFA 2020 - APRIL STATUS REPORT
No recommendation for Council.
13. HEBEL - GOODOOGA ROAD (MAUD STREET TO WOOLERBILLA ROAD)
That Council proceed to consult with the community with Options 1 - Maud Street (existing) and Options 3 – Bypass Maude Street and School (direct from Woolerbilla Intersection to William/Maud Street Intersection).
14. General Business Recommendation/s
That Council include in its 21/22 budget funds for design and upgrade the road of the St Georges Terrace.

AMENDMENT

Cr Avery moved and Cr Lomman seconded

That Council Resolve to:

1. Receive the minutes and endorse the Asset Standing Committee recommendations items - 1 – 7 and 10 – 14;
and
2. Defer Items 8 & 9 to the next Infrastructure Standing Committee meeting for further investigation.

The amendment on being put became the substantive motion and was carried unanimously.

CARRIED UNANIMOUSLY

IFS3

PLANT STANDING COMMITTEE MEETING MINUTES - 20 APRIL 2021

Plant Standing Committee Meeting Minutes - 20 April 2021

Cr Fuhrmeister moved and Cr Scriven seconded:

That Council resolves to receive the minutes and endorse the Plant Standing Committee's recommendations as follows:

1. **PLANT TERMS OF REFERENCE**
The Plant Standing Committee recommend to Council that:
 - a) The previous Terms of Reference for the Plant Steering Committee be rescinded
 - b) The attached Plant Standing Committee Terms of Reference be adopted.
2. **BALONNE SHIRE COUNCIL STREET SWEEPER REPLACEMENT**
 - a) That Council (in accordance with S170(3) of the Local Government Regulations 2012) amend Street Sweeper Budget to reflect a Purchase Price of \$352,932.49 (excl. GST) and \$15,000 (excl. GST) for the anticipated sale of the existing street sweeper
 - b) That Council award of Street Sweeper to Mike Trace Engineering for the Demo model inclusive of the SGESCO Safety Products, extended warranty and with Weed Spray Unit for \$352,932.49 (excl. GST)
3. **2020/21 - 10 YEAR PLANT AND FLEET ROLLING PROGRAMME** – Deferred
4. **2021-22 PLANT AND FLEET BUDGET REQUEST**
That Council support the attached Plant and Fleet Capital request for submission within its 2021/22 budget, noting that the purchase of a prime mover, water tanker and fuel management system is to be workshopped and agreed upon prior to decision.
5. **IN-VEHICLE MONITORING SYSTEM**
That:
 - a) Council proceed with the MTData In-Vehicle Monitoring System option and proceed to rollout to plant and fleet.
 - b) Include an operational project for the installation of the project In-Vehicle Monitoring System in the 2021/22 Budget
6. **WATER AND SEWERAGE TRUCK**
That Council (in accordance with S170(3) of the Local Government Regulations 2012) amend its budget for the Water and Sewerage Truck to \$160,000 and Supply and Delivery of an Isuzu FRR 110-240MWB Automatic be awarded to Black Trucks for \$158,499.00
7. **SALE OF THE AUSROAD JETPATCHER – 5005**
That Council undertakes an Expression of Interest for the considered disposal of the AusRoads Jetpatcher in accordance with section 228(3)(a) the Local Government Regulations 2012.
8. **General Business**
The Committee notes additional RMPC revenue for the 21/22 financial year. In recognition of this officers are to prepare proposal for next Plant Standing Committee for the inclusion of the additional plant in the 21/22 budget

CARRIED UNANIMOUSLY

Andrew Boardman (Director of Infrastructure Services) left the meeting, the time being 12:38pm.

(CES) COMMUNITY AND ENVIRONMENTAL SERVICES

CES1

TOWN COMMONS AGISTMENT POLICY

Town Commons Agistment Policy by Senior WDEF and Environment Officer and WDEF Project Support Officer.

Cr Fuhrmeister moved and Cr Winks seconded:

That Council resolves to:

1. Approve the Town Commons Agistment Policy
2. Approve the associated Town Common Agistment Application Form

AMENDMENT

Cr Fuhrmeister moved and Cr Winks seconded:

That Council hold over the Town Commons Agistment Policy and defer to a meeting with Mayor O'Toole, Cr Winks, Cr Scriven and Cr Avery for further consultation.

The amendment on being put became the substantive motion and was then carried.

CARRIED UNANIMOUSLY

Spencer Hodge (Environmental Field Officer entered the meeting, the time being 12:44pm.

Councillor Scriven left the meeting, the time being 12:52pm.

CES2

ADOPTION OF SOLID WASTE PLAN - 2021-2031 - RESOURCE INNOVATIONS - JOEL HARRIS

Council engaged Mr Joel Harris from Resource Innovations to undertake a solid waste plan which would look at the strategic framework for the management of waste across the Balonne Shire.

Cr Lomman moved and Cr Fuhrmeister seconded:

That Council resolves to adopt the Solid Waste Plan to guide decisions over the next 10 years. provided by Resource Innovations.

That Council resolves to form a Solid Waste Project Group including Mayor O'Toole, Cr Avery and Cr Scriven as members.

CARRIED UNANIMOUSLY

CES3

CONTINUATION OF COLLECTION AND BULK PROCESSING OF TYRES FOR COMMUNITY AND BUSINESSES

To continue to improve waste management (tyres) practices between industry, business and community this ensuring best waste management recycling practices continue with minimal cost to council and community.

Cr Lomman moved and Cr Winks seconded:

That Council resolves to approve this initiative and charge out at full cost recovery. The total cost will be scheduled at \$466.00 per tonne.

CARRIED UNANIMOUSLY

Spencer Hodge (Environmental Field Officer left the meeting, the time being 1:13pm.

CES5 **COMMUNITY GRANTS AND ASSISTANCE APPLICATION - THALLON STATE SCHOOL P&C - GO TO CIRCUS SCHOOL**

The Thallon State School P&C has requested financial sponsorship from the Community Grants and Assistance program.

Cr Fuhrmeister moved and Cr Todd seconded:

That Council resolves to approve the full amount requested by the Thallon State School P&C of \$1,408.00 towards the "Small Schools – Go To Circus School" from the 2020/21 Community Grants and Assistance Budget, subject to COVID-19 restrictions at the time of the event.

CARRIED UNANIMOUSLY

CES6 **COMMUNITY GRANTS AND ASSISTANCE APPLICATION - BOLLON POLOCROSSE ASSOCIATION - POLOCROSSE CARNIVAL 2021**

The Bollon Polocrosse Association has requested financial sponsorship from the Community Grants and Assistance program.

Cr Lomman moved and Cr Fuhrmeister seconded:

That Council resolves to approve the full amount requested by the Bollon Polocrosse Association of \$3,000.00 towards the Bollon Polocrosse Carnival 2021 from the 2020/21 Community Grants and Assistance Budget, subject to COVID-19 restrictions at the time of the event.

CARRIED UNANIMOUSLY

Jane Cornish (Community and Multicultural Development Officer) entered the meeting, the time being 1:19pm.

CES7 **TACKLING REGIONAL ADVERSITY THROUGH INTEGRATED CARE (TRAIC) FUNDING PROJECT PLAN**

Balonne Shire Council was awarded \$60 000 in Tackling Regional Adversity through Integrated Care (TRAIC) funding by the Queensland Government (via Queensland Health). In 2019, a round of community consultation was held to develop a project plan, which was submitted to and approved by Queensland Health. Due to COVID-19, TRAIC was suspended by Queensland health, then re-started and extended for projects running until October 31, 2021.

Cr Avery moved and Cr Fuhrmeister seconded:

That Council resolves to support the attached the Tackling Regional Adversity through Integrated Care (TRAIC) Project Plan for 2021, and the events and workshops outlined within it.

CARRIED UNANIMOUSLY

JANE CORNISH (COMMUNITY AND MULTICULTURAL DEVELOPMENT OFFICER) LEFT THE MEETING, THE TIME BEING 1:24PM.

THE MEETING ADJOURNED AT 1:35PM FOR LUNCH.

THE MEETING RECONVENED AT 2:05PM.

CONFIDENTIAL ITEMS

THERE WERE NO CONFIDENTIAL ITEMS ON THE AGENDA FOR THIS MEETING.

COUNCILLOR REPORTS

That Council receive and note the Councillor reports on their activities during the preceding month.

INFORMATION REPORTS

(IOCEO) OFFICE OF THE CEO

IOCEO1 TOURISM SERVICES MONTHLY REPORT

Balonne Shire Tourism Report for April 2021 as supplied by the Manager Tourism.

IOCEO2 APRIL 2021 ECONOMIC DEVELOPMENT MONTHLY REPORT

Executive Summary

(IFCS) FINANCE AND CORPORATE SERVICES

ICFS1 MONTHLY REPORT

1 April – 16 May 2021

(IIFS) INFRASTRUCTURE SERVICES

IIFS1 DEPARTMENT OF INFRASTRUCTURE SERVICE'S MONTHLY REPORT

From the Department of Infrastructure Services, reporting for the month of April 2021.

(ICES) COMMUNITY AND ENVIRONMENTAL SERVICES

ICES1 MONTHLY REPORT ENVIRONMENT AND REGULATORY SERVICES

The Environment and Regulatory Services Report for the month of April 2021 is presented for Council's information.

ICES2

MONTHLY REPORT - COMMUNITY AND LIBRARY SERVICES

April Monthly Managers Report for Community and Libraries

There being no further business, the Meeting closed, the time being 3:12pm.

Confirmed at a Ordinary Meeting of the Council held on 17 June 2021.

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MAYOR