



ORDINARY MEETING

MINUTES

27 SEPTEMBER 2016

The Council resolutions contained within these minutes were confirmed at the Council meeting on 10 October 2016.

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MINUTES OF THE ORDINARY MEETING HELD AT COUNCIL CHAMBERS, ANZAC PARADE, YEPPON ON TUESDAY, 27 SEPTEMBER 2016 COMMENCING AT 9.05AM

1 OPENING

2 PRESENT

Members Present:

Mayor, Councillor Bill Ludwig (Chairperson)
Deputy Mayor, Councillor Graham Scott
Councillor Adam Belot
Councillor Nigel Hutton
Councillor Jan Kelly
Councillor Glenda Mather
Councillor Tom Wyatt

In Attendance:

Mrs Chris Murdoch – Chief Executive Officer
Mr Ron Posselt – Director Corporate Services
Mr Dave Mazzaferri – Acting Director Community and Planning Services
Mr Dan Toon – Director Infrastructure Services
Ms Debra Howe – Director Strategic Growth and Development
Ms Katie Mitchell – Customer Service Officer
Ms Lucy Merry – Executive Support Officer

3 LEAVE OF ABSENCE / APOLOGIES

3.1 LEAVE OF ABSENCE FOR COUNCILLOR NIGEL HUTTON - 17 SEPTEMBER TO 25 SEPTEMBER 2016 INCLUSIVE

File No: GV13.4.1
Attachments: Nil
Responsible Officer: Chris Murdoch - Chief Executive Officer

SUMMARY

Councillor Hutton requested leave of absence from 17 to 25 September 2016 inclusive.

COUNCIL RESOLUTION

THAT leave of absence be granted to Councillor Hutton for the period 17 to 25 September 2016 inclusive.

Moved by: Mayor Ludwig
Seconded by: Councillor Mather

MOTION CARRIED

4 PUBLIC FORUMS/DEPUTATIONS

Nil

5 MAYORAL MINUTE

Nil

6 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

COUNCIL RESOLUTION

THAT the minutes of the Ordinary Meeting held on 13 September 2016 be taken as read and adopted as a correct record.

Moved by: Councillor Hutton

Seconded by: Councillor Kelly

MOTION CARRIED

COUNCIL RESOLUTION

THAT the minutes of the Special Meeting held on 20 September 2016 be taken as read and adopted as a correct record.

Moved by: Councillor Kelly

Seconded by: Councillor Wyatt

MOTION CARRIED

**7 DECLARATIONS OF INTEREST IN MATTERS ON THE
 AGENDA**

Nil

8 BUSINESS ARISING OR OUTSTANDING FROM PREVIOUS MEETINGS

8.1 BUSINESS OUTSTANDING TABLE FOR ORDINARY COUNCIL MEETING

File No: GV13.4.1
Attachments: 1. Business Outstanding Table
Responsible Officer: Chris Murdoch - Chief Executive Officer

SUMMARY

The Business Outstanding table is used as a tool to monitor outstanding items resolved at previous Council or Committee Meetings. The current Business Outstanding table for the Ordinary Council Meeting is presented for Councillors' information.

COUNCIL RESOLUTION

THAT the Business Outstanding table for the Ordinary Council Meeting be received.

Moved by: Councillor Kelly
Seconded by: Councillor Wyatt

MOTION CARRIED

9 PRESENTATION OF PETITIONS

Nil

10 BUSINESS IMPROVEMENT COMMITTEE REPORTS

Nil

11 COUNCILLOR/DELEGATE REPORTS

Nil

9.24am Deputy Mayor, Councillor Scott entered the meeting.

12 REPORTS

12.1 YEPPON SEWAGE TREATMENT PLANT - PROCUREMENT STRATEGY

File No:	17-025
Attachments:	1. Yeppoon Sewage Treatment Plant Upgrade - Preliminary Project Schedule
Responsible Officer:	Philip McKone - Manager Infrastructure Planning & Design Dan Toon - Director Infrastructure Services
Author:	Tony Lau - Technical Officer

SUMMARY

This report seeks Council direction for the procurement process to deliver the Yeppoon Sewage Treatment Plant Upgrade works, which are specialised works requiring specialist expertise for the design and construction phases of the project.

COUNCIL RESOLUTION

THAT Council resolve that it would be in the public interest to undertake a two (2) stage tendering process for the delivery of the Yeppoon Sewage Treatment Plant Upgrade works, consisting of:

1. Seeking expressions of Interest by public invitation then;
2. Issuing invitations to Tender to a selected shortlist of respondents

as the works are highly specialized and the two stage process will deliver the benefits of value for money and economy of effort.

Moved by: Councillor Belot

Seconded by: Councillor Kelly

MOTION CARRIED

12.2 POLICY REVIEW - ROAD, STREET AND PUBLIC SPACES LIGHTING POLICY AND PROCEDURE**File No:** CM4.7.28**Attachments:**

1. Marked Up Amended Policy
2. Marked Up Amended Procedure

Responsible Officer: Dan Toon - Director Infrastructure Services**Author:** Carrie Burnett - Policy & Planning Officer

SUMMARY

This report seeks Councils adoption of version 2 of the Road, Street and Public Spaces Lighting Policy.

COUNCIL RESOLUTION

THAT Council:

1. Adopt the Road, Street and Public Spaces Lighting Policy (V2); and
2. Endorse the approval of the Road, Street and Public Spaces Lighting Procedure (V2) by the Director Infrastructure Services.

Moved by: Councillor Kelly**Seconded by:** Councillor Wyatt**MOTION CARRIED**

12.3 POLICY REVIEW - DRAFT POLICY AND PROCEDURE - MANAGEMENT OF LOCAL GOVERNMENT CEMETERIES AND UNDERTAKING REGULATED ACTIVITIES REGARDING HUMAN REMAINS

File No: CM4.7.21
Attachments: 1. Draft Policy
2. Draft Procedure
Responsible Officer: Dan Toon - Director Infrastructure Services
Author: Carrie Burnett - Policy & Planning Officer

SUMMARY

This report seeks Councils adoption of a new community policy titled Management of Local Government Cemeteries and Undertaking Regulated Activities Regarding Human Remains.

COUNCIL RESOLUTION

THAT Council:

1. Adopt the Management of Local Government Cemeteries and Undertaking Regulated Activities Regarding Human Remains Policy;
2. Endorse the approval of the Management of Local Government Cemeteries and Undertaking Regulated Activities Regarding Human Remains Procedure by the Director Infrastructure Services; and
3. Appoint the Manager of Construction and Maintenance as the Sexton to fulfil the obligations required under:
 - a. Subordinate Local Law No. 4 (Local Government Controlled Areas, Facilities and Roads) 2011;
 - b. Management of Local Government Cemeteries and Undertaking Regulated Activities Regarding Human Remains Policy; and
 - c. Management of Local Government Cemeteries and Undertaking Regulated Activities Regarding Human Remains Procedure.

Moved by: Councillor Wyatt
Seconded by: Councillor Hutton

MOTION CARRIED

12.4 POLICY REVIEW - METERING OF FIRE LINES POLICY

File No: CM4.7.32
Attachments: 1. Draft Policy
Responsible Officer: Dan Toon - Director Infrastructure Services
Author: Carrie Burnett - Policy & Planning Officer

SUMMARY

This report seeks Councils adoption of a new community policy titled Metering of Fire Lines.

COUNCIL RESOLUTION

THAT Council adopt the Metering of Fire Lines Policy.

Moved by: Councillor Belot
Seconded by: Deputy Mayor, Councillor Scott
MOTION CARRIED

Procedural Motion**COUNCIL RESOLUTION****9.30AM**

That pursuant to s34(1)(d) and s38 Council Meeting Procedures the meeting proceed to item 12.6 and 12.7 on the agenda pending further discussion of item 12.5 Bondoola Road – Road and Intersection Widening – Heavy Vehicle Safety and Productivity Program Round 5.

Moved by: Mayor Ludwig
Seconded by: Deputy Mayor, Councillor Scott
MOTION CARRIED

12.5 BONDOOLA ROAD - ROAD AND INTERSECTION WIDENING - HEAVY VEHICLE SAFETY AND PRODUCTIVITY PROGRAM ROUND 5 FUNDING

File No: GS15.2.3-2
Attachments: 1. Drawing No. 15-010-03
Responsible Officer: Dan Toon - Director Infrastructure Services
Author: Michael Prior - Manager Infrastructure Operations

SUMMARY

Council has recently been successful in applying for Federal Government funding to complete road and intersection widening on Bondoola Road to accommodate B-Doubles. In order to formally sign the funding arrangement, Council is required to provide evidence to confirm matching funding has been allocated in the annual budget or via a Council resolution. Stage One works are currently in the 16/17 budget, however Stage Two works are not. Therefore a Council resolution is required to confirm Stage Two works for the 17/18 budget. Stage Two works are estimated to cost \$600,000 of which Council will be required to contribute \$350,000.

COUNCIL RESOLUTION

THAT Council resolve to:

1. Include consideration for budget provision for Stage Two works of the Heavy Vehicle Safety and Productivity Programme in the 17/18 financial year and confirm the budgetary provisions for the works to complete the current offer of the Bondoola Road funding arrangements.
2. Approach the relevant Federal Minister and Department regarding the possibility of varying the funding agreement to the Bungundarra Road and Ingrey Road pineapple industry and heavy transport corridor to reflect the changing economic needs, noting if such variation is not approved that the Bondoola Road project would proceed as originally planned.

Moved by: Mayor Ludwig
Seconded by: Councillor Kelly

MOTION CARRIED

12.6 RELATED PARTY DISCLOSURE POLICY

File No: CM4.7.13
Attachments: 1. Monthly Financial Report August 2016
Responsible Officer: Ron Posselt - Director Corporate Services
Author: Andrea Ellis - Chief Financial Officer

SUMMARY

From 1 July 2016 the Australian Accounting Standards Board (AASB), has determined that AASB124 'Related Party Disclosures' will apply to government entities, including local government. Council must therefore disclose information about related parties in the annual financial statements. This information includes related party relationships, transactions, outstanding balances and commitments.

This reports seeks Council's adoption of a new community policy, "Related Party Disclosure Policy".

COUNCIL RESOLUTION

THAT Council adopt the Related Party Disclosure Policy and flag the policy for review in August 2017.

Moved by: Councillor Hutton

Seconded by: Councillor Kelly

MOTION CARRIED

12.7 MONTHLY FINANCIAL REPORT FOR PERIOD ENDING 31 AUGUST 2016

File No: FM12.14.1
Attachments: 1. Monthly Financial Report for Period Ending 31 August 2016
Responsible Officer: Ron Posselt - Director Corporate Services
Author: Andrea Ellis - Chief Financial Officer

SUMMARY

Presentation of the Livingstone Shire Council Monthly Financial Report for the period ended 31 August 2016 by the Chief Financial Officer.

COUNCIL RESOLUTION

THAT the Livingstone Shire Council Monthly Financial Report for the Period Ended 31 August 2016 be 'received'.

Moved by: Councillor Hutton
Seconded by: Councillor Kelly

MOTION CARRIED

Mayor Ludwig sought leave of the meeting to suspend meeting procedures for morning tea and further discussion of item 12.5 Bondoola Road – Road and Intersection Widening – Heavy Vehicle Safety and Productivity Program Round 5 Funding.

Leave granted.

Meeting procedures were suspended at 9:44am.

Meeting Procedures resumed at 11.16am.

13 QUESTIONS/STATEMENT/MOTIONS ON NOTICE FROM COUNCILLORS

Nil

14 URGENT BUSINESS QUESTIONS**14.1 MOVING THE ORDINARY COUNCIL MEETING SCHEDULED FOR TUESDAY 11 OCTOBER 2016 TO MONDAY 10 OCTOBER 2016****File No:****Responsible Officer: Chris Murdoch - Chief Executive Officer**

SUMMARY

The Mayor and Deputy Mayor will be attending a meeting in Canberra on Tuesday, 11 October 2016 for the launch of Northern Australia Alliance.

COUNCIL RESOLUTION

THAT the date of the next ordinary Council meeting scheduled for 11 October 2016 be changed to 10 October 2016 to allow the Mayor and Deputy Mayor to attend a meeting in Canberra for the launch of the Northern Australia Alliance.

Moved by: Mayor Ludwig**Seconded by: Councillor Hutton****MOTION CARRIED UNANIMOUSLY**

**14.2 2016-17 STATE SUBSIDIES AND GRANTS PROJECTS - ADDITIONAL
EXPRESSION OF INTEREST - FIRE TRAILS****File No:****Responsible Officer: Chris Murdoch - Chief Executive Officer****Attachments: Attachment A Updated Schedule of EOIs and Project
Prioritisation**

SUMMARY

An additional project has been identified to be included as an expression of interest for the 2016-17 State Subsidies and Grants Programme relating to improvements and maintenance of fire access trails.

COUNCIL RESOLUTION

THAT Council resolves that:

1. The CEO is authorised to submit an expressions of interest as outlined in attachment A for Fire Access Trails Improvement and Maintenance (in the identified priority) to the Department of Infrastructure, Local Government and Planning for the 2016-17 Grants and Subsidies Program in a bid to secure funding.
2. It acknowledges that the submission of an expression of Interest does not guarantee funding approval for either all of part of the funding being sought and that Council will need to deliver the project within 12 months.
3. It consents to the Department providing the expression of interest and/or material from the expression of interest to other government agencies/bodies/organisations/individuals to assist in the assessment process and that if this occurs Council understands that all information will be treated as confidential.
4. It acknowledges should this expression of interest be successful, that the project will not commence until funding has been approved and funding arrangements have been entered into with the Department.

Moved by: Mayor Ludwig
Seconded by: Councillor Hutton
MOTION CARRIED UNANIMOUSLY

15 CLOSURE OF MEETING

There being no further business the meeting closed at 11.28 AM.

Bill Ludwig
CHAIRPERSON

DATE