



**MINUTES OF THE
GENERAL MEETING OF COUNCIL
21 NOVEMBER 2018**

ORDER OF BUSINESS:

1.	PRAYERS & CONDOLENCES	3
2.	ATTENDANCE	3
3.	APOLOGIES	3
4.	READING AND CONFIRMATION OF MINUTES	3
	4.1 General Council Meeting - 24 October 2018.....	3
	4.2 Special Council Meeting - 5 November 2018	3
	4.3 Special Council Meeting - 12 November 2018	4
5.	ACTIONS FROM COUNCIL MEETINGS	4
	5.1 Actions from Previous Council Meeting.....	4
6.	DECLARATIONS OF CONFLICTS OF INTEREST	4
7.	MAYORAL MINUTE	4
	7.1 Mayoral Minute – October 2018.....	4
8.	READING AND CONSIDERATION OF CORRESPONDENCE	5
	8.1 Correspondence	5
9.	RECEPTION AND READING OF PETITIONS AND JOINT LETTERS	5
	Nil	
10.	EXECUTIVE	5
	10.1 Finance Report as at 31 October 2018	5
	10.2 Calendar for Council Meetings 2019	5
	10.3 Asset Management Roadmap Update	5
11.	ENGINEERING SERVICES DEPARTMENT REPORTS	6
	11.1 Engineering Services Monthly Report.....	6
	11.2 Grants to Community Policy Review (PL-ES075)	6
	11.3 Youth Council Meeting Minutes	6
	11.4 Stanthorpe Fitness Centre - Amendment to Fees and Charges	7
12.	PLANNING, ENVIRONMENT & CORPORATE SERVICES DEPARTMENT REPORTS	7
	12.1 Libraries First 5 Forever Program	7
13.	REPORTS OF DEPUTATION OR CONFERENCE & REPORTS FROM DELEGATES APPOINTED BY COUNCIL TO OTHER BODIES	7
	13.1 Reports from Delegates – Cr McNally attendance at LGAQ Annual Conference	7

13.2	Reports from Delegates - Cr Meiklejohn attendance at BROCC Meeting	7
14.	NOTICES OF MOTION	7
	Nil	
15.	GENERAL BUSINESS	8
15.1	Portfolio Report - Cr Kelly	8
15.2	Report from Cr McNichol - Attendance at Transport and Public Works Inquiry into Transport Technology.....	8
Meeting In Camera		
Meeting Out Of Camera		
16.1	RFT 19_019 Bitumen Pre-Qualified Supplier Arrangement.....	10
16.3	RFT 19_022 Supply of One Multi Tyred Roller.....	10
16.5	RFT 19_024 Supply and Delivery of Two Backhoes	10
16.6	October 2018 Monthly Report from Warwick Indoor Recreation and Aquatic Centre from YMCA Brisbane.....	11
16.2	RFT 19_021 Supply of One Steel Drum Roller	11
16.4	RFT 19-023 Supply of One Excavator - Revised Evaluation	11

**MINUTES OF THE GENERAL COUNCIL MEETING OF
SOUTHERN DOWNS REGIONAL COUNCIL HELD ON 21 NOVEMBER 2018
IN THE COUNCIL CHAMBERS, SOUTHERN DOWNS REGIONAL COUNCIL,
61 MARSH STREET, STANTHORPE AT 9:00AM**

1. PRAYERS & CONDOLENCES

Rev Daniel Sitaram from Anglican Church offered a prayer for the meeting and acknowledged condolences

2. ATTENDANCE

Present: Crs Dobie (Chair), Gow, Kelly, McNally, McNichol, Meiklejohn, Pennisi, Stocks and Windle

Officers: David Keenan (Chief Executive Officer), Jane Stroud (Director Sustainable Development), Graham O'Byrne (Director Infrastructure Services), Marion Seymour (Minute Secretary)

3. APOLOGIES

Nil

4. READING AND CONFIRMATION OF MINUTES

4.1 General Council Meeting - 24 October 2018

Resolution

Moved Cr M McNichol

Seconded Cr R Kelly

THAT the minutes of the General Council Meeting held on Wednesday 24 October 2018 be adopted.

Carried

4.2 Special Council Meeting - 5 November 2018

Resolution

Moved Cr R Kelly

Seconded Cr N Meiklejohn

THAT the minutes of the Special Council Meeting held on Monday 5 November 2018 be adopted.

Carried

4.3 Special Council Meeting - 12 November 2018

Resolution

Moved Cr Y Stocks

Seconded Cr S Windle

THAT the minutes of the Special Council Meeting held on Monday 12 November 2018 be adopted.

Carried

5. ACTIONS FROM COUNCIL MEETINGS

5.1 Actions from Previous Council Meeting

Resolution

Moved Cr M McNichol

Seconded Cr N Meiklejohn

THAT Council receive the report and note the contents.

Carried

6. DECLARATIONS OF CONFLICTS OF INTEREST

Item No	Item Precis	Nature of Conflict
16.2	RFT 19_021 Supply of One Steel Drum Roller	Cr Windle declared a real conflict of interest in this matter (as defined in section 175 of the <i>Local Government Act 2009</i>) due to her son being employed by one of the tenderers and dealt with the real conflict of interest by leaving the meeting room, taking no part in the debate or decision on the matter.
16.4	RFT 19_023 Supply of One Excavator – Revised Evaluation	Cr Windle declared a real conflict of interest in this matter (as defined in section 175 of the <i>Local Government Act 2009</i>) due to her son being employed by one of the tenderers and dealt with the real conflict of interest by leaving the meeting room, taking no part in the debate or decision on the matter.

7. MAYORAL MINUTE

7.1 Mayoral Minute – October 2018

Resolution

Moved Cr V Pennisi

Seconded Cr Y Stocks

THAT Council receive the Mayoral Minute for October 2018.

Carried

8. READING AND CONSIDERATION OF CORRESPONDENCE

8.1 Correspondence

Resolution

Moved Cr R Kelly

Seconded Cr S Windle

THAT the report of the Chief Executive Officer in relation to Correspondence be received.

Carried

9. RECEPTION AND READING OF PETITIONS AND JOINT LETTERS

Nil

10. EXECUTIVE

10.1 Finance Report as at 31 October 2018

Resolution

Moved Cr R Kelly

Seconded Cr J McNally

THAT Council receive and note the Financial Report as at 31 October 2018.

Carried

10.2 Calendar for Council Meetings 2019

Resolution

Moved Cr N Meiklejohn

Seconded Cr S Windle

THAT Council adopt the recommended General Council Meeting and Briefing Session dates for 2019.

Carried

Attachments

1. Calendar for Council Meetings 2019 - **Attached to the Minutes Under Separate Cover**

10.3 Asset Management Roadmap Update

Resolution

Moved Cr J McNally

Seconded Cr R Kelly

THAT Council receive the Asset Management Roadmap Update report.

Carried

11. ENGINEERING SERVICES DEPARTMENT REPORTS

11.1 Engineering Services Monthly Report

Resolution

Moved Cr M McNichol

Seconded Cr S Windle

THAT Council receive the Engineering Services Department Monthly Report.

Carried

11.2 Grants to Community Policy Review (PL-ES075)

Resolution

Moved Cr S Windle

Seconded Cr J McNally

THAT Council :

1. Adopt the revised Grants to Community Policy PL-ES075; and
2. Nominate Cr Meiklejohn as the second Councillor to sit on the Assessment & Moderation Panel.

Carried

Attachments

1. Grants to Community Policy - **Attached to the Minutes Under Separate Cover**

11.3 Youth Council Meeting Minutes

Resolution

Moved Cr R Kelly

Seconded Cr S Windle

THAT Council:

1. Note the minutes from the meeting of the Southern Downs Youth Council 2018 held on Thursday, 1 November 2018; and
2. Note and approve the recommendation made by the Youth Council:
 - a) With respect to Transportation for students to Warwick from surrounding communities on weekends:

THAT Southern Downs Youth Council proposes that Southern Downs Regional Council undertakes a feasibility study into providing a public transport service on a Saturday, with the option of a further 1 or 2 days per week, and for identified events e.g. Rodeo, Australia Day, from towns and villages across the Southern Downs region to come into Warwick; and that the feasibility study be completed within three months after the November 2018 General Meeting of Council; and

3. Allocate a budget for the feasibility study through the quarterly budget review.

Carried

11.4 Stanthorpe Fitness Centre - Amendment to Fees and Charges

Resolution

Moved Cr R Kelly

Seconded Cr S Windle

THAT Council amend its 2018/2019 Schedule of Fees and Charges for the Stanthorpe Fitness Centre to include fees to hire the former office room and gymnastics room as outlined in the attachment.

Carried

Attachments

1. Amended Schedule of Fees & Charges - **Attached to the Minutes Under Separate Cover**

12. PLANNING, ENVIRONMENT & CORPORATE SERVICES DEPARTMENT REPORTS

12.1 Libraries First 5 Forever Program

Resolution

Moved Cr S Windle

Seconded Cr C Gow

THAT Council receive and note the *First 5 Forever* update.

Carried

13. REPORTS OF DEPUTATION OR CONFERENCE & REPORTS FROM DELEGATES APPOINTED BY COUNCIL TO OTHER BODIES

13.1 Reports from Delegates – Cr McNally attendance at LGAQ Annual Conference

Resolution

Moved Cr S Windle

Seconded Cr M McNichol

THAT the verbal report from Cr McNally on the LGAQ Annual Conference held 29-31 October 2018 be received.

Carried

13.2 Reports from Delegates - Cr Meiklejohn attendance at BROCC Meeting

Resolution

Moved Cr J McNally

Seconded Cr Y Stocks

THAT the verbal report from Cr Meiklejohn on the recent BROCC Meeting held at Tenterfield be received.

Carried

14. NOTICES OF MOTION

Nil

15. GENERAL BUSINESS

15.1 Portfolio Report - Cr Kelly

Resolution

Moved Cr S Windle

Seconded Cr Y Stocks

THAT the verbal portfolio report from Cr Kelly on Economic Development, Regional Promotion and Tourism be received.

Carried

15.2 Report from Cr McNichol - Attendance at Transport and Public Works Inquiry into Transport Technology

Resolution

Moved Cr S Windle

Seconded Cr R Kelly

THAT the verbal report from Cr McNichol on her attendance at the Transport and Public Works Inquiry into Transport Technology be received.

Carried

10:40am Presentation of Casual for a Cause Donation to QCWA

The meeting adjourned for morning tea at 10:40am and reconvened at 10:58am at which time there were present Crs Dobie, McNally, Kelly, Stocks, Gow, Pennisi, Windle, McNichol and Meiklejohn

16. CONSIDERATION OF CONFIDENTIAL BUSINESS ITEMS

In accordance with the provisions of Section 275(1) of the *Local Government Regulation 2012*, a local government may resolve to close a meeting to the public and move 'into Committee' to discuss confidential items, such that its Councillors or members consider it necessary to close the meeting.

Recommendation

THAT the meeting be closed to the public and move into committee to discuss the following items, which are considered confidential in accordance with Section 275(1) of the *Local Government Regulation 2012*, which permits the meeting to be closed to the public for business relating to the following, as indicated:

16.1 RFT 19_019 Bitumen Pre-Qualified Supplier Arrangement

Reason for Confidentiality

This item is considered confidential in accordance with section 275(1)(e) of the *Local Government Regulation 2012*, as it contains information relating to contracts proposed to be made by Southern Downs Regional Council.

16.2 RFT 19_021 Supply of One Steel Drum Roller

Reason for Confidentiality

This item is considered confidential in accordance with section 275(1)(e) of the *Local Government Regulation 2012*, as it contains information relating to contracts proposed to be made by Southern Downs Regional Council.

16.3 RFT 19_022 Supply of One Multi Tyred Roller

Reason for Confidentiality

This item is considered confidential in accordance with section 275(1)(e) of the *Local Government Regulation 2012*, as it contains information relating to contracts proposed to be made by Southern Downs Regional Council.

16.4 RFT 19-023 Supply of One Excavator - Revised Evaluation

Reason for Confidentiality

This item is considered confidential in accordance with section 275(1)(e) of the *Local Government Regulation 2012*, as it contains information relating to contracts proposed to be made by Southern Downs Regional Council.

16.5 RFT 19_024 Supply and Delivery of Two Backhoes

Reason for Confidentiality

This item is considered confidential in accordance with section 275(1)(e) of the *Local Government Regulation 2012*, as it contains information relating to contracts proposed to be made by Southern Downs Regional Council.

16.6 October 2018 Monthly Report from Warwick Indoor Recreation and Aquatic Centre from YMCA Brisbane

Reason for Confidentiality

This item is considered confidential in accordance with section 275(1)(h) of the *Local Government Regulation 2012*, as it contains information relating to business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage.

Meeting In Camera

Resolution

Moved Cr V Pennisi

Seconded Cr C Gow

THAT the meeting move into closed session.

Carried

The Meeting moved into closed session at 11:00am.

11:02 AM Cr Windle left the meeting during discussion on Agenda Items 16.2 and 16.4

11:03 AM Cr Windle rejoined the meeting

Meeting Out Of Camera

Resolved

THAT the meeting resume in open session at 11:04am.

Carried

16.1 RFT 19_019 Bitumen Pre-Qualified Supplier Arrangement

Resolution

Moved Cr V Pennisi

Seconded Cr C Gow

THAT Council enter into a Pre-qualified Supplier Arrangement for bitumen sealing and resealing services with the following contractors:

- Austek Asphalt Services
- Boral Resources
- Colas Queensland Pty Ltd
- Fulton Hogan Industries Pty Ltd
- Roads R Us Pty Ltd
- RPQ Spray Seal Pty Ltd

Carried

16.3 RFT 19_022 Supply of One Multi Tyred Roller

Resolution

Moved Cr M McNichol

Seconded Cr Y Stocks

THAT Council enter into a contract with Conplant (Australia) to Supply and Deliver One Ammann AP240T3 Multi Tyred Roller.

Carried

16.5 RFT 19_024 Supply and Delivery of Two Backhoes

Resolution

Moved Cr J McNally

Seconded Cr N Meiklejohn

THAT Council enter into a contract with Construction Equipment (Australia) to Supply and Deliver Two Backhoes.

Carried

16.6 October 2018 Monthly Report from Warwick Indoor Recreation and Aquatic Centre from YMCA Brisbane

Resolution

Moved Cr V Pennisi

Seconded Cr S Windle

THAT Council receive the October 2018 monthly report from Brisbane YMCA in relation to the operation of the Warwick Indoor Recreation and Aquatic Centre.

Carried

Cr Windle declared a real conflict of interest in Agenda Items 16.2 and 16.4 (as defined in section 175 of the Local Government Act 2009) due to her son being employed by one of the tenderers and dealt with the real conflict of interest by leaving the meeting room, taking no part in the debate or decision on the matter. Cr Windle left the meeting at 11:05AM.

16.2 RFT 19_021 Supply of One Steel Drum Roller

Resolution

Moved Cr M McNichol

Seconded Cr N Meiklejohn

THAT Council enter into a contract with Hastings Deering (Australia) to Supply and Deliver One Caterpillar CS68B Steel Drum Roller.

Carried

16.4 RFT 19-023 Supply of One Excavator - Revised Evaluation

Resolution

Moved Cr M McNichol

Seconded Cr V Pennisi

THAT Council enter into a contract with Hastings Deering (Australia) to Supply and Deliver One Hydraulic Excavator.

Carried

11:06 AM Cr S Windle rejoined the meeting.

MEETING CLOSURE

There being no further business, the meeting closed at 11:06am.