



SCENIC RIM REGIONAL COUNCIL

Ordinary Meeting of Council

Agenda

Meeting to be held in the Council Chambers

82 Brisbane Street

Beaudesert

Tuesday, 27 October 2015

Commencing at 10.30 am

All correspondence to
be addressed to the
Chief Executive Officer

Scenic Rim Regional Council
PO Box 25
BEAUDESERT QLD 4285
ABN: 45 596 234 931

Beaudesert Administration Centre P: 07 5540 5111 F: 07 5540 5103
Boonah Administration Centre P: 07 5463 3000 F: 07 5463 2650
mail@scenicrim.qld.gov.au
www.scenicrim.qld.gov.au

SCENIC RIM REGIONAL COUNCIL
ORDINARY MEETING
27 OCTOBER 2015
AGENDA CONTENTS

ITEM	SUBJECT	PAGE NO
	OPENING OF MEETING.....	1
	ATTENDANCE	1
	APOLOGIES.....	1
1.	PRAYERS.....	1
2.	DECLARATIONS OF INTEREST BY MEMBERS	1
3.	RECEPTION OF DEPUTATIONS BY APPOINTMENT	1
4.	CONFIRMATION OF MINUTES	1
5.	BUSINESS ARISING FROM PREVIOUS MINUTES.....	1
6.	RECEPTION AND CONSIDERATION OF COMMITTEE REPORTS.....	2
7.	CONSIDERATION OF BUSINESS OF MEETING	2
7.1	Closedown 2015/2016.....	2
7.2	Leave of Absence - Cr Duncan McInnes.....	5
7.3	Proposed Council Meeting Dates 01.01.2016 to 18.03.2016.....	7
7.4	Gondwana Rainforests of Australia World Heritage Area Community Advisory Committee.....	10
7.5	Transfer of Land to Department of Natural Resources and Mines.....	14
7.6	Culvert Replacement - Murray Grey Road [Closed s.275(1)(c)]	17
7.7	Provision of Hosted Server Infrastructure [Closed s.275(1)(e)]	18
8.	MISCELLANEOUS BUSINESS	19

ORDINARY MEETING OF COUNCIL

AGENDA

Please note: Agenda Items where Subject Headings are followed by [CLOSED] are to be discussed in closed session in accordance with Section 275(1) of the Local Government Regulation 2012.

Section 275(1) A local government or committee may resolve that a meeting be closed to the public if its councillors or members consider it necessary to close the meeting to discuss-

- (a) the appointment, dismissal or discipline of employees; or
 - (b) industrial matters, affecting employees; or
 - (c) the local government's budget; or
 - (d) rating concessions; or
 - (e) contracts proposed to be made by it; or
 - (f) starting or defending legal proceedings involving it; or
 - (g) any action to be taken by the local government under the Planning Act, including deciding applications made to it under that Act; or
 - (h) other business for which public discussion would be likely to prejudice the interests of local government or someone else, or enable a person to gain financial advantage.
-

**SCENIC RIM REGIONAL COUNCIL
ORDINARY MEETING
27 OCTOBER 2015
AGENDA**

OPENING OF MEETING

ATTENDANCE

APOLOGIES

1. PRAYERS

A representative from Beaudesert Baptist Church will offer prayers.

2. DECLARATIONS OF INTEREST BY MEMBERS

3. RECEPTION OF DEPUTATIONS BY APPOINTMENT

4. CONFIRMATION OF MINUTES

- Minutes of the Ordinary Meeting held on Tuesday, 22 September 2015

5. BUSINESS ARISING FROM PREVIOUS MINUTES

6. RECEPTION AND CONSIDERATION OF COMMITTEE REPORTS

- Finance Committee Meeting held on Tuesday, 13 October 2015

- Corporate & Community Services Committee Meeting held on Tuesday, 13 October 2015

- Planning & Development Committee Meeting held on Tuesday, 13 October 2015

7. CONSIDERATION OF BUSINESS OF MEETING**7.1 Closedown 2015/2016**

Executive Officer: Chief Executive Officer

Item Author: Manager Human Resources

File Reference: 02/11/001

Executive Summary

The purpose of this report is to seek Council's endorsement of proposed closure dates for Council offices from Friday, 25 December 2015 up to and including Friday, 1 January 2016, reopening on Monday, 4 January 2016 and the Cultural Centres and Mobile Library closing from Friday, 25 December 2015 up to and including Monday, 11 January 2016, reopening on Tuesday, 12 January 2016.

Previous Council Considerations / Resolutions

Ordinary Meeting held on 23 September 2014, Item 7.1 - Council resolved that the approved Christmas Closedown would be from:

- Thursday, 25 December 2014 up to and including Friday, 2 January 2015 for Council offices; and
 - Thursday, 25 December 2014 up to and including Monday, 12 January 2015 for the Cultural Centres.
-

REPORT

It is the intention that Council offices will be closed from Friday, 25 December 2015 up to and including Friday, 1 January 2016 reopening on Monday, 4 January 2016 and the Cultural Centres and Mobile Library closing from Friday, 25 December 2015 up to and including Monday, 11 January 2016, reopening on Tuesday, 12 January 2016. If endorsed, the information will be communicated via appropriate channels to both staff and the community.

Certain staff will be identified and rostered for emergency situations and call outs.

The statutory holidays are Friday, 25 and Monday, 28 December 2015, and Friday, 1 January 2016. For those days other than the statutory holidays that would have been normal working days, leave can be taken in any combination of annual leave, accrued flex time, RDO's, banked RDO's or leave without pay.

Strategic Implications*Community Plan*

Not Applicable.

Corporate Plan / Operational Plan

Not Applicable.

Budget Implications

Not Applicable.

Legal / Statutory Implications

Not Applicable.

*Risks***Strategic Risks**

The following Level 1 and Level 2 (strategic) risk is relevant to the matters considered in this report:

Risk CF9: Failure to maintain a sufficiently capable and motivated base of human resources.

Risk Assessment

Category	Consequence	Likelihood	Inherent Risk Rating	Treatment of risks	Residual Risk Rating
Staff Period between Christmas and New Year is very quiet and having the offices open would deprive some staff of an ideal opportunity to spend time with their families.	Insignificant	Unlikely	Low	Closing Council offices for the period between Christmas and New Year.	Low

Conclusion

It is the intention that Council offices will be closed from Friday, 25 December 2015 up to and including Friday, 1 January 2016 reopening on Monday, 4 January 2016 and the Cultural Centres and Mobile Library closing from Friday, 25 December 2015 up to and including Monday, 11 January 2016, reopening on Tuesday, 12 January 2016.

Consultation

Executive Team.

Chief Executive Officer's Recommendation

That Council endorse the closedown for 2015/16:

1. From Friday, 25 December 2015 up to and including Friday, 1 January 2016, reopening on Monday, 4 January 2016 for the Council offices; and
2. From Friday, 25 December 2015 up to and including Monday, 11 January 2016, reopening on Tuesday, 12 January 2016 for the Council offices

Attachments

Nil.

7.2 Leave of Absence - Cr Duncan McInnes**Executive Officer: Chief Executive Officer****Item Author: Councillor Support Officer****File Reference: 13/04/006**

Executive Summary

Cr McInnes has advised the Chief Executive Officer that he will be absent from Council from 16-18 November 2015.

Previous Council Considerations / Resolutions

Not applicable.

REPORT

By memorandum dated 13 October 2015, Cr McInnes advised the Chief Executive Officer of his intention to take leave from 16 November 2015 to 18 November 2015. Cr McInnes would therefore be absent from Council Committee Meetings to be held on 17 November 2015.

Strategic Implications

Community Plan

Not applicable.

Corporate Plan / Operational Plan

Not applicable.

Budget Implications

Not applicable.

Legal / Statutory Implications

Not applicable.

*Risks*Strategic Risks

The following Level 1 and Level 2 (strategic) risk is relevant to the matters considered in this report:

CF6 - Failure to comply with statutory obligations and responsibilities

Risk Assessment

Category	Consequence	Likelihood	Inherent Risk Rating	Treatment of risks	Residual Risk Rating
Legal Compliance and Liability Failure to notify Council of a leave of absence.	Minor	Possible	Medium	Councillor taking reasonable steps to advise Council of his leave of absence prior to Council meeting.	Low

Conclusion

It is therefore requested that Council give consideration to granting Cr McInnes leave of absence from Council Committee Meetings to be held on 17 November 2015.

Consultation

Not applicable.

Chief Executive Officer's Recommendation

That Council resolve to grant Cr McInnes leave of absence from Council Committee Meetings to be held on 17 November 2015.

Attachments

Nil.

7.3 Proposed Council Meeting Dates 01.01.2016 to 18.03.2016**Executive Officer:** Chief Executive Officer**Item Author:** Meetings Administrator**File Reference:** 02/11/002

Executive Summary

The purpose of this report is to provide Councillors with the proposed meeting dates for Council meetings to be held between 1 January 2016 and the Local Government Elections on 19 March 2016.

Previous Council Considerations / Resolutions

Not applicable.

REPORT

In accordance with s.277 of the Local Government Regulation 2012 ("the Regulations"):

- "(1) *A local government must, at least once in each year, publish a notice of the days and times when -*
- (a) its ordinary meetings will be held; and*
 - (b) the ordinary meetings of its standing committees will be held."*

In accordance with the Regulations and Council policy, Council's endorsement of the attached meeting calendar for 1 January 2016 to 18 March 2016 is requested to ensure effective corporate planning process.

Strategic Implications*Community Plan*

Theme: Open and Responsive Government
Outcome: Government is transparent, invites participation and encourages constructive debate
Priority: Building understanding and trust between community and government through information, honesty and transparency

Corporate Plan / Operational Plan

Corporate Sustainability - Encourage community participation, support open and accountable governance, and adopt a risk management approach to all Council operations and programs.

Budget Implications

Not applicable.

Legal / Statutory Implications

Under s.277 of the Regulations, Council must, at least once in each year, publish a notice of the days and times when its ordinary meetings will be held and the ordinary meetings of its standing committees will be held.

*Risks*Strategic Risks

The following Level 1 and Level 2 (strategic) risk is relevant to the matters considered in this report:

CF6 Failure to comply with statutory obligations and responsibilities

Risk Assessment

Category	Consequence	Likelihood	Inherent Risk Rating	Treatment of risks	Residual Risk Rating
Legal Compliance and Liability Non-compliance with statutory requirement for publication of Council meeting dates	Moderate	Unlikely	Medium	Adoption and publication of future meeting dates	Low

Conclusion

Due to the Local Government Elections scheduled to be held on 19 March 2016, Council meetings may only be set for the period 1 January 2016 to 18 March 2016. Council's endorsement of the attached draft 2016 Meeting Calendar is requested.

Consultation

Chief Executive Officer
Communications & Councillor Support Coordinator

Chief Executive Officer's Recommendation

That Council adopt the proposed 2016 Meeting Calendar, for meetings to be held between 1 January 2016 and 18 March 2016.

Attachments

1. Draft 2016 Meeting Calendar (attached separately).

**7.4 Gondwana Rainforests of Australia World Heritage Area
Community Advisory Committee****Executive Officer: Chief Executive Officer****Item Author: Executive Personal Assistant - Office of the Mayor & CEO****File Reference: 04/03/006**

Executive Summary

The Department of Environment and Heritage Protection has invited Council to nominate a suitable person to represent local government interests on the Gondwana Rainforests of Australia World Heritage Area Community Advisory Committee. Nominations close on 2 November 2015.

Previous Council Considerations / Resolutions

At the Ordinary Meeting of Council held on 27 November 2012, it was resolved to nominate Cr Nadia O'Carroll to represent local government interests on the Gondwana Rainforests of Australia World Heritage Area Advisory Committee for the period ending 30 April 2015.

Subsequent to this, Cr O'Carroll's membership was extended to 31 December 2015, as confirmed by correspondence from the Minister for Environment and Heritage Protection dated 5 May 2015.

REPORT

The Gondwana Rainforests currently includes parts of 41 protected areas located largely on the Great Dividing Range and eastern escarpment, extending from Main Range national Park in south east Queensland to Barrington Tops National Park in north east New South Wales. The Gondwana Rainforests of Australia World Heritage Area encompasses parts of Divisions 2 and 3 of the Scenic Rim region.

The Community Advisory Committee, established in 2002, provides advice from the community's viewpoint to the managing agencies and the Australian and state governments' relevant Minister/s responsible for World Heritage, on matters relating to the identification, protection, conservation, presentation and transmission of World Heritage values. Its members - numbering up to 11 - are appointed by the state government's minister responsible for World Heritage.

Stakeholder representatives from the Queensland section are drawn from the conservation, indigenous, recreation, commercial tourism and local government sectors. The members are appointed for a three year period and are eligible for reappointment in another term.

Strategic Implications

Community Plan

Theme: Spectacular Scenery and Healthy Environment
 Outcome: Scenic view and vistas are protected; Natural assets are cared for and degraded areas restored
 Priority: Protecting, enhancing and managing natural areas and corridors

Corporate Plan / Operational Plan

Theme: Spectacular Scenery and Healthy Environment
 Strategy 3: Engage and partner with key stakeholders in all sectors to progress prosperity and sustainability through coordinated decision making and regional ecosystem investment that duly recognises the significance of our environment and ecosystem services

Budget Implications

Not applicable - Committee Members' expenses are reimbursed.

Legal / Statutory Implications

Not applicable.

Risks

Strategic Risks

The following Level 1 and Level 2 (strategic) risks are relevant to the matters considered in this report:

PO1 - Poor relationships with other Councils, State and/or Federal Governments, resulting in reduced efficiency in key areas, limitations in accessing funding opportunities or devolution of responsibilities.

Risk Assessment

Category	Consequence	Likelihood	Inherent Risk Rating	Treatment of risks	Residual Risk Rating
Political Opportunity for Council to engage at a Federal and State level	Moderate	Likely	High	Appropriate representation at regional forums; Cooperative relationships with State/Federal Members and government departments	Medium

Conclusion

It is considered appropriate that Cr O'Carroll be nominated for reappointment.

Consultation

Mayor John Brent
Cr Nadia O'Carroll, Division 2

Chief Executive Officer's Recommendation

That Council endorse the nomination of Cr Nadia O'Carroll to represent local government interests on the Gondwana Rainforests of Australia World Heritage Area Community Advisory Committee for the three-year period commencing 1 January 2016.

Attachments

1. Department of Environment and Heritage Protection letter.
2. Gondwana Rainforests of Australia World Heritage Area Community Advisory Committee Terms of Reference (attached separately).

Attachment 1 - Department of Environment and Heritage Protection letter



12 October 2015

Mayor John Brent
Scenic Rim Regional Council
PO Box 25
Boaudesert QLD 4285

Dear Mayor Brent

Re: Call for Expressions of Interest for Members and the Chair of the Gondwana Rainforests World Heritage Area Community Advisory Committee

The Department of Environment and Heritage Protection is seeking expressions of interest for members and the chair of the Gondwana Rainforests Community Advisory Committee.

The role of the Committee is to provide advice to the management agencies, and Federal and State Ministers responsible for World Heritage, on matters relating to the identification, protection, conservation, presentation and management of the Gondwana Rainforests from the viewpoint of the community.

Copies of the advertisement inviting Expressions of Interest from suitable persons are attached for your information and consideration. If you are interested in becoming a member or chair please visit our website www.ehp.qld.gov.au or if you have any queries please contact Joan Balson, Executive Officer, World Heritage Management on (07) 3330 5888 or email world.heritage@ehp.qld.gov.au.

I encourage you to forward this information to others who may also be interested.

Yours sincerely,


Nick Weinert
A/Director, Strategic Environmental Programs
Department of Environment and Heritage Protection

7.5 Transfer of Land to Department of Natural Resources and Mines**Executive Officer: Director Regional Services****Item Author: Coordinator Governance and Corporate Policy****File Reference: 16/01/001**

Executive Summary

A Council resolution is required to give effect to the transfer of an access limitation strip to the Department of Natural Resources and Mines as part of a Development Approval.

Previous Council Considerations / Resolutions

Not applicable.

REPORT

On 14 November 2008, approval was granted for Development Permit Number 50000106. The approval cancels Lots 55 & 56 RP148177 situated at 22 Birnam Street, Beaudesert.

To give effect to this approval, Council must resolve to affect the transfer of Lot 56 RP148177 to the Department of Natural Resources and Mines to dedicate the lot as road reserve pursuant to section 54(1) of the *Land Title Act 1994*.

Lot 56 RP148177 is an access limitation strip abutting Lots 55 & 56 RP148177. This strip is no longer required to be held by Council to prevent access to the property.

Under section 236(b)(i) of the *Local Government Regulation 2012*, Council is able to dispose of the property without undertaking an auction or tender process as the property is being disposed of to the Department of Natural Resources and Mines.

Once this resolution has been made the transfer will progress.

Strategic Implications

Community Plan

Not Applicable.

Corporate Plan / Operational Plan

Not Applicable.

Budget Implications

Not Applicable.

Legal / Statutory Implications

Transfer to the Department of Natural Resources and Mines will remove Council's responsibility for the land in question.

*Risks*Strategic Risks

The following Level 1 and Level 2 (strategic) risks are relevant to the matters considered in this report:

CE2 - Failure to discharge statutory responsibilities under legislation or local law

Risk Assessment

Category	Consequence	Likelihood	Inherent Risk Rating	Treatment of risks	Residual Risk Rating
Legal Compliance and Liability A transfer is required to give effect to development approval (REF)	Minor	Possible	Low	Council resolves that the access limitation strip Lot 56 RP148177 be transferred to the Department of Natural Resources and Mines in accordance with the conditions of the approval.	Low
Reputation Perception that Council is not progressing the finalisation of the approval promptly.	Moderate	Possible	Medium	Council resolves to effect the transfer in accordance with the approval progressing the approval quickly and efficiently.	Low

Conclusion

A Council resolution is required under section 236(b)(i) to effect a transfer of Lot 56 RP148177 to the Department of Natural Resources and Mines in accordance with Development Permit Number 50000106.

Consultation

Internal consultation has occurred with the Manager of Planning, Coordinator Governance and Corporate Policy and Manager of Property and Operations. External consultation is not required to occur with the Department of Natural Resources and Mines to dedicate the relevant lot as road reserve and has therefore not been undertaken.

Director's Recommendation

That Council resolve to transfer the property known as Lot 56 RP148177 to the Department of Natural Resources and Mines in accordance with section 236(b)(i) of the *Local Government Regulation 2012* and section 54(1) of the *Land Title Act 1994*.

Attachments

Nil.

7.6 Culvert Replacement - Murray Grey Road [Closed s.275(1)(c)]**Executive Officer: Director Infrastructure Services****Item Author: Manager Works****File Reference: St Id 40096; 28/03/002**

Reason for Confidentiality

This report is **CONFIDENTIAL** in accordance with Section 275(1)(c) of the Local Government Regulation 2012, which permits the meeting to be closed to the public for business relating to the following: -

- (c) the local government's budget.

7.7 Provision of Hosted Server Infrastructure [Closed s.275(1)(e)]

Executive Officer: Chief Finance Officer

Item Author: Manager Information Services

File Reference: 12/18/010

Reason for Confidentiality

This report is **CONFIDENTIAL** in accordance with Section 275(1)(e) of the Local Government Regulation 2012, which permits the meeting to be closed to the public for business relating to the following: -

- (e) contracts proposed to be made by it.

8. MISCELLANEOUS BUSINESS