



MINUTES

Technical Services Standing Committee Meeting

4 July 2018

**MINUTES OF NORTH BURNETT REGIONAL COUNCIL
TECHNICAL SERVICES STANDING COMMITTEE MEETING
HELD AT THE MT PERRY BOARDROOM
ON WEDNESDAY, 4 JULY 2018 AT 9:30AM**

1 ATTENDEES

COUNCILLORS: Mayor Cr Rachel Chambers, Deputy Mayor Cr Faye Whelan, Cr John Zahl, Cr John Bowen, Cr Peter Webster, Cr Paul Lobegeier and Cr Robert Radel

OFFICERS: Brad Duke (Acting Chief Executive Officer), Trevor Harvey (General Manager of Strategy, Innovation and Assets), Michael Pickering (Acting General Manager Works), Lisa Benham (Corporate Services Manager), Justin Kronk (Asset Services Manager), Simon Johnson (Graduate Engineer) and Natalie Zillman (Information Coordinator).

2 WELCOME/HOUSEKEEPING

The Mayor declared the meeting open and welcomed all attendees.

3 APOLOGIES

APOLOGY

COMMITTEE RESOLUTION TS/2018/63

Moved: Cr John Zahl
Seconded: Cr Paul Lobegeier

That the apology received from the Interim Chief Executive Officer, Ray Burton PSM be accepted and leave of absence granted. **CARRIED**

4 DECLARATION OF INTEREST

Nil

5 INFRASTRUCTURE REPORTS

5.1 CONFIRMATION OF MINUTES 06 JUNE 2018

COMMITTEE RESOLUTION TS/2018/64

Moved: Cr John Zahl
Seconded: Cr John Bowen

That the Technical Services Standing Committee Minutes held in Eidsvold, 06 June 2018 be confirmed. **CARRIED**

5.2 APPLICATION FOR PERMANENT ROAD CLOSURE – UNFORMED ROAD, WETHERON

COMMITTEE RESOLUTION TS/2018/65

Moved: Cr John Zahl

Seconded: Cr Robert Radel

1. That the application for permanent road closure – unformed road, Wetheron be deferred for consideration until the August meeting of the Technical Services Standing Committee due to there being a lack of information in the report presented (including possible reasons for supporting / not supporting the permanent road closure application) and Council not having an understanding of the potential biosecurity implications used by applicants for permanent road closures both now and application to be received in the future; and
 2. It be referred to the Chief Executive Officer (General Manager Works and the Environmental Services Manager) to further investigate and report back to Committee on possible implications that need to be considered where applications of this nature cite 'biosecurity reason/s'.
- CARRIED**

5.3 APPLICATION FOR PERMANENT ROAD CLOSURE – UNFORMED ROAD, EIDSVOLD

COMMITTEE RESOLUTION TS/2018/66

Moved: Cr John Zahl

Seconded: Cr Robert Radel

That the application for permanent road closure – unformed road, Eidsvold be deferred for consideration until the August meeting of the Technical Services Standing Committee due to there being a lack of information in the report presented (including possible reasons for supporting / not supporting the permanent road closure application) and Council not having an understanding of the potential biosecurity implications used by applicants for permanent road closures both now and application to be received in the future.

CARRIED

5.4 TECHNICAL SERVICES REPORT – 20/05/2018 - 19/06/2018

COMMITTEE RESOLUTION TS/2018/67

Moved: Cr Paul Lobegeier

Seconded: Cr Faye Whelan

That the Technical Services report for the period 20 May 2018 to 19 June 2018 be 'received' and the contents noted.

CARRIED

At 9:50 am, Cr John Bowen left the meeting and he returned at 9:53am.

5.5 ASSET SERVICES REPORT

COMMITTEE RESOLUTION TS/2018/68

Moved: Cr Paul Lobegeier

Seconded: Cr Faye Whelan

That the Asset Services report for the period 20 May 2018 to 19 June 2018 be 'received' and the contents noted. **CARRIED**

5.6 APPLICATION FOR PERMANENT CLOSURE – PORTION OF ROAD RESERVE – OFF AUGUSTINES ROAD, RIVERLEIGH

COMMITTEE RESOLUTION TS/2018/69

Moved: Cr John Zahl

Seconded: Cr Robert Radel

That the application for permanent road closure – portion of road reserve – off Augustines Road, Riverleigh, be deferred for consideration until the August meeting of the Technical Services Standing Committee due to there being a lack of information in the report presented (including possible reasons for supporting / not supporting the permanent road closure application) and Council not having an understanding of the potential biosecurity implications used by applicants for permanent road closures both now and application to be received in the future. **CARRIED**

5.7 ASSET MANAGEMENT (MAIN) PLAN

COMMITTEE RESOLUTION TS/2018/70

Moved: Cr John Zahl

Seconded: Cr Faye Whelan

That the Asset Management (Main) Plan be 'received' and adopted by Council. **CARRIED**

6 ENGINEERING REPORTS

6.1 ROADSIDE SLASHING – OPERATIONAL PROCEDURES

COMMITTEE RESOLUTION TS/2018/71

Moved: Cr Robert Radel

Seconded: Cr John Bowen

That the Roadside Slashing – Operational Procedures report be 'received' for information.

CARRIED

6.2 GAYNDAH AERODROME – ANNUAL INSPECTION REPORT

COMMITTEE RESOLUTION TS/2018/72

Moved: Cr Faye Whelan

Seconded: Cr John Zahl

1. That Council 'receive' the report for information; and
2. The Chief Executive Officer (General Manager of Works) develop a works program to address the remedial action requirements and report the programme back to the August / September meeting of the Technical Services Standing Committee for approval; and
3. The Chief Executive Officer (General Manager of Works) develop a works program to assess the Airport Operational Services Pty. Ltd. (AOSPL) recommendations and report the programme back to the August / September meeting of the Technical Services Standing Committee for approval.

CARRIED

6.2.1 CONSULTATION WITH ROYAL FLYING DOCTOR SERVICE

COMMITTEE RESOLUTION TS/2018/73

Moved: Cr Peter Webster

Seconded: Cr Faye Whelan

That it be referred to the Chief Executive Officer (General Manager Corporate and Community) to consult with the Royal Flying Doctors Service with regards to preferred North Burnett airstrip landing conditions and any associated reasons for not landing at all with a health emergency has occurred.

CARRIED

6.3 NORTH BURNETT – AEROPLANE LANDING AREA (ALA) AIRPORTS – ANNUAL INSPECTION REPORT

COMMITTEE RESOLUTION TS/2018/74

Moved: Cr Peter Webster

Seconded: Cr John Zahl

1. That Council 'receive' the attached reports for information.
2. The Chief Executive Officer (General Manager of Works and Civil Works Manager) develop a works program to address the following issues:
 - (a) Obstruction Limitation Surfaces (OLS) Infringements be urgently addressed.
 - (i) Trees infringe at all Aeroplane Landing Area (ALA) Airports
 - (ii) The remaining OLS infringements be either moved or included in the Airport Information Sheet for the relevant ALA Airport.
 - (b) Updating the Airport Information Sheets be urgently addressed.
 - (i) Eidsvold, Monto and Mundubbera are recommended for updates
 - (ii) Biggenden and Mount Perry have OLS infringements which could trigger a need for an update depending on the actions of recommendation 1(b).
 - (c) Remove several trees on the Eidsvold runway strip to ensure an infringed 90m wide area.
 - (d) Mark the 45m wide graded runway strip at Eidsvold with white frangible cone/gable markers.
 - (e) Suggestions in Eidsvold, Monto and Mundubbera be considered to enhance safety and/or improve the facility and report back to Committee. **CARRIED**

6.4 SPEED MANAGEMENT COMMITTEE (SMC)

COMMITTEE RESOLUTION TS/2018/75

Moved: Cr Robert Radel

Seconded: Cr Paul Lobegeier

1. That Council proceed to initiate the formation of the Speed Management Committee (SMC).
 - (a) The SMC is to be set up in accordance in with Appendix H of the Manual of Uniform Traffic Control Devices (MUTCD) Part 4.
2. That the Chief Executive Officer (General Manager of Works) prepare a Terms of Reference (TOR) for the SMC.

The TOR shall include the consideration of the following matters:

- (a) The North Burnett Regional Council Operational Plan requirements
- (b) Outline of Purpose
- (c) Committee Membership
- (d) Roles and Responsibilities
- (e) Scope of Network
- (f) Reporting Arrangements and Decision Making
- (g) Agenda Template and Process
- (h) Minutes Template and Process

The TOR shall be presented to the August / September meeting of the Technical Services Standing Committee for consideration and approval.

3. The SMC shall report its deliberations to Council for information within one (1) month of the SMC meeting being held.
4. The Chief Executive Officer (General Manager of Works) take the necessary steps to recommission the Road Advisory Group (RAG). Further, this Group will act as Traffic Advisory Committee (TAC) in accordance with the purpose identified in the MUTCD Part 4.

CARRIED

At 10:30am, the meeting adjourned for morning tea and the meeting resumed at 11:02am.

6.5 CIVIL SECTION REPORT – JUNE 2018

COMMITTEE RESOLUTION TS/2018/76

Moved: Cr John Bowen

Seconded: Cr Paul Lobegeier

That the Civil Section Report – June 2018 report as presented be 'received' and the contents noted.

CARRIED

7 CONFIDENTIAL REPORTS

Nil.

7.1 MONTO COMMUNITY HALL PAINTING – COLOUR SCHEME

COMMITTEE RESOLUTION TS/2018/77

Moved: Cr Paul Lobegeier

Seconded: Cr Robert Radel

That Council accept the proposed colour scheme of the matched red, white for the trims and hogsbristle as the main colour for the painting of the Monto Community Hall. **CARRIED**

8 GENERAL BUSINESS

8.1 CLOSED SESSION

COMMITTEE RESOLUTION TS/2018/78

Moved: Cr John Bowen

Seconded: Cr John Zahl

That in accordance with Section 275(1)(h) of the *Local Government Regulation 2012*, the meeting will now move into closed session as discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with other 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. **CARRIED**

8.1.2 OPEN SESSION

COMMITTEE RESOLUTION TS/2018/79

Moved: Cr John Zahl

Seconded: Cr John Bowen

That the meeting move out of closed session and now be open to the public. **CARRIED**

8.2 PRESENTATION OF BOOK

The Acting General Manager Works presented Cr Bowen with a book entitled *Presentation of Military Briefs – Australian Leopard AS1 Family of Vehicles* for use by the local RSLs as well as it being available at Council Libraries.

9 CLOSURE OF MEETING

The Meeting closed at 11:17am.

The minutes of this meeting were confirmed at the Technical Services Standing Committee Meeting held on 1 August 2018.

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CHAIRPERSON