



## MINUTES

### ENGAGING AND COMMUNICATING WITH OUR COMMUNITY

#### BYABARRA 11 February 2015

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#### **PRESENT:**

Mayor Peter Besseling  
Deputy Mayor Justin Levido  
Councillor Robert Turner  
Councillor Lisa Intemann  
Councillor Geoffrey Hawkins  
Councillor Sharon Griffiths

Craig Swift-McNair (General Manager)  
Rebecca Olsen (Director Corporate and Organisational Services)  
Jeffery Sharp (Director of Infrastructure and Asset Management)  
Tricia Bulic (Director of Community and Economic Growth)  
Matt Rogers (Director of Development and Environment Services)

14 community members

#### **APOLOGIES:**

Councillor Adam Roberts  
Councillor Trevor Sargeant  
Councillor Michael Cusato

The Mayor welcomed those in attendance and introduced the Councillors and Council staff members present.

The Mayor also provided the Acknowledgement of Country.

<b>Applicant</b>	Mr Brian Carpenter
<b>Question Submitted</b>	At the last Rural Consultation Forum at Byabarra barbeques and toilets were discussed. What is or has happened?
<b>Comment</b>	<p>If the land being referred to is between the Hall and the Tennis Club, then the land is owned and managed by the Crown. If the customer is referring to a different area, we will need clarification as we aren't aware of where else the customer may be referring to.</p> <p>As Council is not the Trustee of this Crown land, the Hall Committee needs to deal directly with Crown Lands.</p>
<b>Meeting Notes / Actions</b>	<p>There are no public toilets in the area around the hall. There is an outside toilet attached to the hall that the hall committee leave open for certain hours, however it costs them in water and power to keep this open for general use. The residents would like to see a solution to this issue.</p> <p>Grants have been applied for from the State but have not been successful to date. The hall committee is willing to work with Council on this issue, noting however, that this is Crown land that Council has no role in i.e. Council are not trustees of this land, which will mean the hall committee will need to deal directly with the Crown. Council can certainly be involved in making representations to the Crown on behalf of the hall committee.</p> <p>It was suggested that perhaps Council could look to work with the hall committee on sharing some costs of the operation of the existing outside toilet rather than all parties seek out permission and source the funds to build a new toilet structure.</p> <p><b>Action:</b>  <b>The Director Infrastructure &amp; Asset Management and the Director Community &amp; Economic Growth will work on how Council can assist the hall committee in line with the above issues.</b></p>

<b>Applicant</b>	Mr Brian Carpenter
<b>Question Submitted</b>	<p>Could we have an explanation of road maintenance - potholes, slashing, spraying - on the different types of surfaces?</p> <p>Do the different crews communicate?</p>
<b>Comment</b>	<p>Potholes - sealed roads: Council's jetpatcher is used to fill potholes on sealed roads. Jetpatching is required after a rain event with high traffic volume roads receiving the most attention.</p> <p>Potholes - unsealed roads: Potholes are filled in with a grader. Depending on the unsealed road, this will generally occur every 6 or 12 months dependent on weather and resources.</p> <p>Slashing - Generally used in the rural setting, consists of two types of crews. The outreach mower targets tree encroachment and the slasher is reserved for the grassed batters.</p> <p>Spraying - This refers to weed spraying, mostly focussed on the urban areas around traffic island and kerbs. Spraying will also occur on batters and drains that are too steep to slash.</p> <p>Council schedules work from a live list based on risk. The criteria for each work activity carries a different set of risks and therefore a different severity rating (high, medium, low). Each crew is setup to perform a specific work activity maximising their production and this also ensures Council meets it legal requirements. It is therefore unlikely that multiple activities will be located at the same place at the same time. The crews are coordinated from one focal point and communicate when required.</p>
<b>Meeting Notes / Actions</b>	The Director Infrastructure & Asset Management talked to the response above and gave further details on general road maintenance practices.

<b>Applicant</b>	Mr Brian Carpenter
<b>Question Submitted</b>	What is happening with the wooden bridges?
<b>Comment</b>	Both Hyndmans Bridge and Hartys Creek Bridge on Comboyne Road have been identified as high priorities in Council's Bridge Replacement Program. These bridges will be similar to those completed by Council Bridge Crews at Loggy Creek and Saltwater Creek over the past 2 years and will be concrete rather than timber. Repairs will be subject to final funding approvals.
<b>Meeting Notes / Actions</b>	<p>The Director Infrastructure &amp; Asset Management stated that the two bridges listed above are listed in the works program over 2015-2016 &amp; 2016-2017, subject to Council approving these works to be part of the both future operational plans / budgets.</p> <p>A question was asked about whether the road would be closed for the construction of the two above-mentioned bridges. The Director Infrastructure &amp; Asset Management stated that at this stage it was unknown as to how the bridges would be constructed, but it would be likely that the road would need to be closed for this work to be done as cost effectively and efficiently as possible.</p> <p>The issue of Bulli Bridge was raised in regard to when would it be repaired and that there are safety issues with it being a one lane bridge. The Director Infrastructure &amp; Asset Management stated that Bulli Bridge was structurally sound and was not included in the next few years bridge priority works. The safety aspect is another issue altogether. The safety issue arises from Bulli being a one land bridge and there is often confusion as to which side of traffic should be giving way to the other.</p> <p>The issue of overgrown vegetation in the area around Bulli Bridge was also raised i.e. trees and roadside vegetation.</p> <p><b>Action :</b>  <b>The Director Infrastructure &amp; Asset Management to investigate improved signage at Bulli Bridge, noting that Council's Road Safety Officer will inspect the site in the coming weeks.</b></p>

<b>Applicant</b>	Mr Brian Carpenter
<b>Question Submitted</b>	Does Council believe they are meeting the community's expectations and why?
<b>Comment</b>	<p>Council has a number of processes in place to understand community expectations and then assess performance against those expectations. The Integrated Planning and Reporting Framework guides these processes and includes an annual Operational Plan that sets out the projects and activities that Council will carry out in a year, including the budget required. This Operational Plan is drafted by March each year and placed on public exhibition for a period of around five weeks, giving the community an opportunity to lodge comments and submissions on what work has been proposed. The plan must then be adopted by the end of June ahead of the next financial year.</p> <p>Once adopted the Operational Plan is monitored throughout the year and a report is presented to Council each quarter which explains what has been delivered and what activities are on track or behind schedule. The report is publicly available through Council 's website and the Council meeting procedures.</p> <p>Community input into this planning and reporting process helps Council ensure we understand and meet expectations.</p> <p>In addition, Council conduct a Community Satisfaction Survey every two years to get data on community sentiment, what activities the community prioritise the most and which things they feel require more or less investment. This survey is conducted as a random telephone survey by an independent research organisation and guides long term planning.</p> <p>At a project level, Council conducts significant amounts of community engagement to allow the community to influence planning and decision making at all stages. This engagement is conducted as workshops, community meetings and online discussion forums. There are currently 2200 members of our community as members of PMHC Listening Council's online engagement portal.</p>
<b>Meeting Notes / Actions</b>	The Mayor addressed the issue of community expectations in line with the above information.

<b>Applicant</b>	Mr Brian Carpenter
<b>Question Submitted</b>	With regard to roadside slashing. How many implements/vehicle is Council using (private and Council)? Is this able to keep up with the roadside growth?
<b>Comment</b>	<p>Roadside slashing in a rural context will generally comprise of a slasher and a support vehicle. In higher traffic areas (ie urban), traffic control operations are engaged to assist in providing a safe work space for the crew. Slashing operations are considered on a reactive basis in line with Council risk assessment criteria.</p> <p>One crew operates for the slasher with a separate crew for the outreach mower.</p> <p>Whether we are able to keep up with roadside growth is dependent on multiple factors, specifically weather and resource availability.</p>
<b>Meeting Notes / Actions</b>	<p>The Director Infrastructure &amp; Asset Management addressed this issue and stated that funding constraints do not allow Council to increase the number of crews who do roadside slashing, on top of the two full time crews currently involved in this work. Slashing is done on a risk-based approach.</p> <p>The Director Infrastructure &amp; Asset Management explained the general process around slashing and grading i.e. first step is to spray, then to slash and then to grade. It was noted that this process will not always be followed due to a range of site specific &amp; operational issues, but this is generally the process that is followed.</p> <p>An issue was raised in regard to the grading of roads, noting it was acknowledged that our grading of roads is appreciated. When grading takes place, there are often piles of gravel left on the road verges, which prevents people slashing the verges in front of their own property.</p> <p><b>Action:</b>  <b>The Director Infrastructure &amp; Asset Management will address the grading issue with the relevant Group Manager and staff.</b></p>

<b>Applicant</b>	Mr Brian Carpenter
<b>Question Submitted</b>	When Council vehicles drive the roads, do they have a way of doing maintenance on the way to a job or notifying of things that they notice?
<b>Comment</b>	<p>Staff use the same reporting mechanisms available to the public. They can phone in issues which are then registered in our Customer Request Management system and allocated to the correct Council section for prioritisation according to Council's risk matrix. The phone number for reporting issues is 6581 8111 to leave a message or press 1 to be put through to the after hours number. Alternatively, the after hours number can be called direct to 6583 2225.</p> <p>Also, community and staff alike have the opportunity to use the 'Snap, Send &amp; Solve' App on their phones which will be captured in our Customer Request Management system and allocated to the correct Council section for prioritisation according to Council's risk matrix.</p>
<b>Meeting Notes / Actions</b>	There was general discussion around this issue, with an emphasis placed on the fact there are two numbers people can call if they have an issue, as well as the free app as listed above titled 'Snap Send Solve', which can be used to send images of issues to Council.

<b>Applicant</b>	Mr Eric Cork, President, Byabarra Tennis Club
<b>Question Submitted</b>	<p>The picnic tables and BBQs that are situated between the Byabarra Hall and the Byabarra Tennis Courts need upgrading. The BBQs are wood fired and have deteriorated to a condition where they are virtually unable to be used. Being wood fired, they are unable to be legally used in times of high fire danger and total fire bans. These BBQs are used by the community and visitors to the area.</p> <p>Will Council take responsibility for upgrading these BBQs to safe stainless steel BBQs, gas powered, similar to those provided by Council in parks and recreational areas throughout the Council's local government area?</p> <p>Volunteer labour from the Byabarra Community can be organized to demolish the existing brick BBQ structures and the chimney if necessary, to help save on the cost to council.</p>
<b>Comment</b>	<p>This land is not Council owned or managed. The land is Crown owned and managed and the tennis club have a direct lease with the Crown. This question needs to be directed to Crown Lands as advised previously to Mr Cork.</p> <p>As Council is not the Trustee of this Crown land, the Club needs to deal directly with Crown Lands.</p>
<b>Meeting Notes / Actions</b>	<p>General discussion around this issue and the fact that Council are not the trustees of this land, therefore have no formal control over the site, which limits Council's ability to do anything with this site.</p> <p><b>Action:</b>  <b>The Director Community &amp; Economic Growth to contact Brian Carpenter with regard to Council grant opportunities, with a view to understanding if there are any grants that the hall committee / tennis club can apply for in relation to this area. It should be noted that Council grants are generally not available for works on land that are not in the control or ownership of Council.</b></p> <p><b>Action:</b>  <b>The Director Community &amp; Economic Growth to contact the Crown in relation to the above-mentioned site to understand their approach to this site and any available funding opportunities that the hall committee / tennis club can apply for.</b></p>

<b>Question Raised from the Floor</b>  1.	There is a landslide on Comboyne Road towards the top of the mountain that has been there for some time.
<b>Meeting Notes / Action</b>	<b>Action:</b> <b>The Director Infrastructure &amp; Asset Management to investigate this issue.</b>

<b>Question Raised from the Floor</b>  2.	When will repairs be done to Comboyne Road?
<b>Meeting Notes / Action</b>	The Director Infrastructure & Asset Management responded stating that Comboyne Road was number 68 in the roads hierarchy and that it was not on the program this year for any upgrades

<b>Question Raised from the Floor</b>  3.	Can Council look into the signage for the T intersection at the Oxley Highway and Comboyne Road coming from Comboyne Road. Currently the sign that there is a T intersection coming is too close to the intersection and is an accident risk.
<b>Meeting Notes / Action</b>	<b>Action:</b> <b>The Director Infrastructure &amp; Asset Management will have this issue investigated.</b>

<b>Question Raised from the Floor</b>  4.	There is a large overgrown tree branch on the eastern side of Comboyne Road as you head north towards Green Wattle Creek, which causes sightline issues along the road as you approached this section.
<b>Meeting Notes / Action</b>	<b>Action:</b> <b>The Director Infrastructure &amp; Asset Management will have this issue investigated.</b>