



CARPENTARIA SHIRE

Outback by the Sea

ORDINARY MEETING

MINUTES

17 AUGUST, 2023

CONFIRMED MINUTES

TABLE OF CONTENTS

| ITEM | SUBJECT | PAGE NO |
|------|---|---------|
| 1 | OPENING OF MEETING | 6738 |
| 2 | RECORD OF ATTENDANCE..... | 6738 |
| 3 | CONDOLENCES | 6738 |
| 4 | CONFIRMATION OF MINUTES FROM PREVIOUS MEETINGS..... | 6739 |
| 5 | BUSINESS ARISING FROM PREVIOUS MEETINGS..... | 6739 |
| 6 | RECEPTION OF PETITIONS & DEPUTATIONS..... | 6739 |
| 7 | MAYORAL MINUTES..... | 6740 |
| 8 | CONFIDENTIAL BUSINESS – ADJOURNMENT INTO CLOSED SESSION ... | 6742 |
| 8.1 | Update - Long Outstanding Rate Arrears..... | 6742 |
| 8.2 | Revise Resolution - Request to Pay Rates by Arrangement - Assessment A566 | 6742 |
| 8.3 | Concealed Water Leak Application - Assessment A172 - 32 Clarina Street Garbage Utility Charges - Assessment A72 - 63 Yappar Street. | 6742 |
| 8.1 | Update - Long Outstanding Rate Arrears..... | 6743 |
| 8.2 | Revise Resolution - Request to Pay Rates by Arrangement - Assessment A566 | 6744 |
| 8.3 | Concealed Water Leak Application - Assessment A172 - 32 Clarina Street: Garbage Utility Charges - Assessment A72 - 63 Yappar Street | 6745 |
| 9 | REPORTS FROM THE CHIEF EXECUTIVE OFFICER..... | 6746 |
| 9.1 | CEO Report | 6746 |
| 9.2 | Local Housing Action Plan Advisory Committee Meetings | 6746 |
| 9.3 | Adoption of Housing Strategy | 6747 |
| 9.4 | Engagement of Architects | 6747 |
| 9.5 | Lease of Lot 2 on LS11 - Reserve for Recreation Purposes - Normanton Rodeo Association | 6748 |
| 9.6 | Establishment of Company Limited by Guarantee..... | 6748 |
| 9.7 | Notice of intention to Repeal Resolution..... | 6749 |
| 9.8 | Regional Development Australia Boundary Review..... | 6750 |

CONFIRMED MINUTES

| | | |
|-----------|--|-------------|
| 9.9 | Adoption of Administrative Action Complaints Policy and Procedure ... | 6750 |
| 9.10 | Investigation Policy | 6751 |
| 9.11 | Community Grants, Donations and Support Policy..... | 6751 |
| 9.12 | Procurement of Rock Armour material for revetment wall - Karumba Point..... | 6752 |
| 9.13 | Human Resources Report..... | 6752 |
| 9.14 | Les Wilson Barramundi Discovery Centre, Karumba and Normanton Visitor Information Centres..... | 6753 |
| 10 | REPORTS FROM DIRECTOR OF CORPORATE & COMMUNITY SERVICES..... | 6754 |
| 10.1 | DCS Report..... | 6754 |
| 10.2 | Monthly Financial Report - July 2023..... | 6754 |
| 10.3 | Community Donations and Support | 6755 |
| 11 | REPORTS FROM DIRECTOR OF ENGINEERING - ROADS & SERVICES | 6757 |
| 11.1 | DOE Report | 6757 |
| 11.2 | NDRRA/QDRF Report | 6758 |
| 11.3 | Water and Waste Monthly Report..... | 6759 |
| 11.4 | Asset Management Report | 6759 |
| 11.5 | Workshop Report | 6760 |
| 11.6 | Building and Planning Report | 6760 |
| 11.7 | 23-0011 ROPS Crushing Hire Plant – Late Item..... | 6761 |
| 12 | GENERAL BUSINESS | 6762 |
| 13 | CLOSURE OF MEETING | 6764 |

CONFIRMED MINUTES

1 OPENING OF MEETING

The Mayor welcomed members and declared the meeting open at 9:00am.

2 RECORD OF ATTENDANCE

Councillors

| | |
|-----------------|--------------|
| Cr LV Bawden | Mayor |
| Cr BJ Hawkins | Deputy Mayor |
| Cr AT Gallagher | |
| Cr AJ Scott | |
| Cr CJ Young | |
| Cr AM Murphy | |
| Cr DB Thomas | |

Staff

| | |
|--------------------|-----------------------------|
| Mr Mark Crawley | Chief Executive Officer |
| Ms Angeline Pascoe | Executive Assistant |
| Ms Julianne Meier | Director Corporate Services |
| Mr Michael Wanrooy | Director of Engineering |

The following officers attended the meeting as indicated in the minutes

| | |
|---------------------|--|
| Mrs Lisa Ruyg | Manager Human Resources |
| Ms Amanda O'Malley | Manager – Les Wilson Barramundi Discovery Centre |
| Mrs Natasha Glaskin | Manager Water & Waste |
| Mt Tom Loadsman | Asset Manager |
| Mr John Martin | Consultant Engineer – ERSCON |
| Mr Nick Lennon | Consultant Engineer - ERSCON |

3 CONDOLENCES

A minute's silence was held for the passing of the following community members:

- ❖ Ms Vernessa Busch
- ❖ Mr William (Jack) O'Neill
- ❖ Mayor Jason Ned

Councillor Ned was the Mayor of Doomadgee Aboriginal Shire Council.

CONFIRMED MINUTES

4 CONFIRMATION OF MINUTES FROM PREVIOUS MEETINGS

Confirmation of Minutes from the Ordinary Council Meeting held 19 July 2023, as previously circulated to Councillors.

COUNCIL RESOLUTION

Moved Cr Young

Seconded Cr Gallagher

That the Minutes of the Ordinary Council Meeting held 19 July 2023 be confirmed.

CARRIED 7/0

Resolution No. 0823/001

5 BUSINESS ARISING FROM PREVIOUS MEETINGS

Nil.

6 RECEPTION OF PETITIONS & DEPUTATIONS

ATTENDANCE:

Ellen Weber (Chair) and Zoe Williams (Chief Executive Officer) from Gulf Savannah NRM entered the meeting room at **9:15am**.

A copy of the 2023 – 2033 Natural Resource Management Plan for the Northern Gulf Region was provided to Councillors. Discussions were held on the following issues:

- Use of Unsustainable Development Goals across pressure points in the document.
- Federal Ministers – Environment and Agriculture
- Noted – impacts within Carpentaria Shire
 - Pest animals
 - Pest weeds
- Government grants up to \$500K are available and close in 25 working days.
 - Sawfish
 - Wading birds (Eastern Curlews)

ATTENDANCE:

Ms Weber and Ms Williams left the meeting room at **9:48am**.

The Executive Assistant left the meeting room at 9:48am.

The Executive Assistant re-entered the meeting room at 9:49am.

CONFIRMED MINUTES

7 MAYORAL MINUTES

Policy Executive Meeting – 16 August 2023 (Cloncurry)

Cr Bawden informed of his attendance at the Policy Executive meeting recently held at Cloncurry. Discussion were held on the following issues:

- Gill Net Fishing Bans – all agreed that it has a flow on effect for Regions.
- Quarries – still a contentious issue
 - Support from Department for increasing the width of the road reserves
 - 800m road reserves suggested. Supported by Department of Resources.
 - Department of Agriculture and Fisheries is the lead agency.

ATTENDANCE:

Councillor Scott left the meeting room at **9:53am**.

Councillor Scott re-entered the meeting room at **9:57am**.

Meeting with Peter & Jane Harris

Cr Bawden informed he met with Peter & Jane Harris with the Chief Executive Officer and Director of Engineering. Discussion were held on the following issues:

- Keen to pursue the road acquisition (Inkerman and Dinah Island)
- Need to do an assessment and costings and provide to Mr and Mrs Harris. The Director of Engineering to provide assessment and costings.

Transport and Main Roads – Subsidy for Freight

Cr Bawden informed of a subsidy for freight in the Southern Gulf and Peninsula - \$64 million.

- The big question is how does the consumer get the benefit? TMR are working on how to pass on benefits.

Regional Economic Futures Fund (REFF)

Cr Bawden informed that two (2) submissions were lodged from NWQROC for:

- Digital Connectivity
- Extend the powerlines from Century to Southern Gulf communities – undertake a feasibility study

CONFIRMED MINUTES

QPS Meeting

Cr Bawden informed of a meeting with the local Police Service.
Discussions were held on the following issues:

- Security cameras – pull down and remove. Council could remove old cameras if QPS acquire cameras to install on Council Buildings.
- Revolving door of police in Normanton. Recruitment of new officers
- Looking into PCYC – Normanton QPS to push for full time employee.

Projects

Cr Bawden queried receiving regular updates on projects that are currently in place.
The Director of Engineering provided Councillors with a list of projects currently awarded and under discussion in relation to roads.

Karumba Childrens Centre

Cr Bawden queried maintenance of the Karumba Childrens Centre.
The Director of Engineering to look into the issue with sinking footings at the Centre and report back.

ATTENDANCE:

The Executive Assistant left the meeting room at 10:12am.
The Executive Assistant re-entered the meeting room at 10:15am.

ADJOURNMENT:

The meeting adjourned for morning tea at 10:20am.
The meeting resumed at 10:49am.

CONFIRMED MINUTES

8 CONFIDENTIAL BUSINESS – ADJOURNMENT INTO CLOSED SESSION

In accordance with the *Local Government Act 2009*, and the *Local Government Regulation 2012*, in the opinion of the General manager, the following business is of a kind as referred to in clause 275(1) of the Regulation, and should be dealt with in a Confidential Session of the Council meeting closed to the press and public.

COUNCIL RESOLUTION

Moved Cr Scott

Seconded Cr Young

That Council adjourn into Closed Session and members of the press and public be excluded from the meeting of the Closed Session, and access to the correspondence and reports relating to the items considered during the course of the Closed Session be withheld unless declassified by separate resolution. This action is taken in accordance with clause 275(1) of the Local Government Regulation 2012 as the items listed come within the following provisions

8.1 Update - Long Outstanding Rate Arrears

This item is classified CONFIDENTIAL under the provisions of clause 254J(3)(d) of the Local Government Regulation 2012, which permits the meeting to be closed to the public for business relating to rating concessions.

8.2 Revise Resolution - Request to Pay Rates by Arrangement - Assessment A566

This item is classified CONFIDENTIAL under the provisions of clause 254J(3)(d) of the Local Government Regulation 2012, which permits the meeting to be closed to the public for business relating to rating concessions.

**8.3 Concealed Water Leak Application - Assessment A172 - 32 Clarina Street
Garbage Utility Charges - Assessment A72 - 63 Yappar Street**

This item is classified CONFIDENTIAL under the provisions of clause 254J(3)(d) of the Local Government Regulation 2012, which permits the meeting to be closed to the public for business relating to rating concessions.

CARRIED 7/0

Resolution No. 0823/002

CLOSURE OF MEETING:

The meeting was closed to the public at **10:49am**.

DECLARATION OF INTEREST:

I, **Councillor Murphy**, inform this meeting that I have a prescribed conflict of interest in relation to Agenda Item 8.3 – Concealed Water Leak Application – Assessment A172 – 32 Clarina Street: Garbage Utility Charges – Assessment A72 – 63 Yappar Street. The nature of my interest is as follows:

- (i) I looked for the concealed water leak at the property;

CONFIRMED MINUTES

In accordance with section 150EM of the Local Government Act 2009 I will now leave the meeting and stay away from the meeting while this matter is discussed and voted on.

ATTENDANCE:

Councillor Murphy left the meeting room at **11:11am**.

The Chief Executive Officer left the meeting room at 11:26am.

The Chief Executive Officer re-entered the meeting room at 11:27am.

Councillor Murphy re-entered the meeting room at **11:39am**.

COUNCIL RESOLUTION

Moved Cr Thomas

Seconded Cr Hawkins

That Council open the meeting to the public.

CARRIED 7/0

Resolution No. 0823/003

REOPENING OF MEETING:

The meeting was reopened to the public at **11:39am**.

ATTENDANCE:

Mrs Cherie Schafer sat in the public gallery.

8.1 UPDATE - LONG OUTSTANDING RATE ARREARS

Executive Summary:

This report is presented to Council to provide an update regarding the properties that were presented to Council in November 2022 as eligible for Sale of Land, and other properties with long outstanding rate arrears.

COUNCIL RESOLUTION

Moved Cr Hawkins

Seconded Cr Thomas

That Council note the progress of the long outstanding rate arrears.

CARRIED 7/0

Resolution No. 0823/004

CONFIRMED MINUTES

8.2 REVISE RESOLUTION - REQUEST TO PAY RATES BY ARRANGEMENT - ASSESSMENT A566

Executive Summary:

This report is presented to Council to amend Council Resolution Number 0523/016 made at its May 2023 Council meeting. The resolution agreed to offer to grant the ratepayer a concession in respect to the overdue rates or charges levied on 5-7 Manson Street, Normanton (Assessment: A566; Lot 101 and 102 on CP N1481).

Council is asked to make the below resolution to correct errors in the May resolution.

COUNCIL RESOLUTION

Moved Cr Young

Seconded Cr Gallagher

That Council resolves to amend resolution number 0523/016 dated 17 May, 2023 as follows:

That Council resolves to agree to grant a concession to the applicant under section 121(b) of the Local Government Regulation 2012 by way of an agreement to defer payment of rates and charges levied on A566 (Lot 101 and 102 on CPN1481) subject to the following conditions:

- (a) Payment of fortnightly instalments necessary to reduce the amount of the overdue rates or charges to \$Nil by 30 June 2024 with Council's Chief Executive Officer to provide the ratepayer with a repayment schedule required to be complied with.*
- (b) This concession concluding if:*
 - i. Fortnightly instalments are not paid by the due date set out in the repayment schedule; or*
 - ii. The amount of the overdue rates or charges is not reduced to \$Nil by 30 June 2024*

CARRIED 7/0

Resolution No. 0823/005

DECLARATION OF INTEREST:

I, **Councillor Murphy**, inform this meeting that I have a prescribed conflict of interest in relation to Agenda Item 8.3 – Concealed Water Leak Application – Assessment A172 – 32 Clarina Street: Garbage Utility Charges – Assessment A72 – 63 Yappar Street. The nature of my interest is as follows:

- (i) I looked for concealed water leak at the property;

In accordance with section 150EM of the Local Government Act 2009 I will now leave the meeting and stay away from the meeting while this matter is discussed and voted on.

CONFIRMED MINUTES

ATTENDANCE:

Councillor Murphy left the meeting room at 11:45am.

8.3 CONCEALED WATER LEAK APPLICATION - ASSESSMENT A172 - 32 CLARINA STREET: GARBAGE UTILITY CHARGES - ASSESSMENT A72 - 63 YAPPAR STREET

Executive Summary:

Council received a Concealed Water Leak Application dated 10 May, 2023 for the property located at a residence in Karumba (Assessment A172; Lot 16 on K36412) for excess water levied on the August, 2022 Rate Notice. This application was declined by Council and a letter issued to the ratepayer dated 22 June, 2023. An email was received from the ratepayer dated 29 June, 2023, advising that they were unhappy with the decision from Council.

Council officers received an email from the ratepayer regarding the Garbage Utility Charges at their business (Assessment A72; Lot 3 and 8 K36412) and the letter that was sent to Council dated 9 July, 2020, to which they had not received a response from Council. The ratepayer advised in the letter that they wanted to reduce the cost of Garbage utility charges on the Rate Notices.

COUNCIL RESOLUTION

Moved Cr Scott

Seconded Cr Young

That Council:

- a. *resolve to grant a concession for the Concealed Water Leak Application received by Council for 32 Clarina Street, Karumba (Assessment A172; Lot 16 on K36412) in accordance with Council's Concealed Water Leak Policy.*
- b. *lay on the table.*

CARRIED 6/0

Resolution No. 0823/006

ATTENDANCE:

Cr Murphy re-entered the meeting room at 11:47am.

CONFIRMED MINUTES

9 REPORTS FROM THE CHIEF EXECUTIVE OFFICER

9.1 CEO REPORT

Executive Summary:

This report provides information and updates to Council on various activities and programs that are facilitated within the Chief Executive Officer's portfolio.

COUNCIL RESOLUTION

Moved Cr Scott

Seconded Cr Gallagher

That Council:

- 1. receive and note the Chief Executive Officer's report; and***
- 2. that those matters not covered by resolution be noted.***

CARRIED 7/0

Resolution No. 0823/006

9.2 LOCAL HOUSING ACTION PLAN ADVISORY COMMITTEE MEETINGS

Executive Summary:

The Local Housing Action Plan (LHAP) Advisory Committee has now met on two separate occasions and the minutes from the meetings and the LHAP Implementation Tracker are attached for the information of Councillors

COUNCIL RESOLUTION

Moved Cr Thomas

Seconded Cr Scott

That Council:

- 1. note the contents of the minutes of the two committee meetings and the work progressed against the Response Opportunities contained in the LHAP; and***
- 2. appoint Derek Lord to the LHAP Advisory Committee.***

CARRIED 7/0

Resolution No. 0823/007

CONFIRMED MINUTES

9.3 ADOPTION OF HOUSING STRATEGY

Executive Summary:

One of the actions in the Response Opportunities contained in the Local Housing Action Plan was the adoption of a Shire Housing Strategy, the draft Strategy was presented for consideration and adoption.

COUNCIL RESOLUTION

Moved Cr Murphy

Seconded Cr Thomas

That Council adopt the Carpentaria Shire Housing Strategy as presented and release for public consultation.

CARRIED 7/0

Resolution No. 0823/009

9.4 ENGAGEMENT OF ARCHITECTS

Executive Summary:

Council released an Expression of Interest for the provision of architect services for the Gough Street Units via Vendorpanel to companies listed on LocalBuy in the Cairns Region, two expressions were received.

COUNCIL RESOLUTION

Moved Cr Hawkins

Seconded Cr Gallagher

That Council acknowledge the attached multi-party evaluation report and engage the services of Humac Design to provide the drawings for Council for the Unit Development proposed for Gough Street.

CARRIED 7/0

Resolution No. 0823/010

DECLARATION OF INTEREST:

I, **Councillor Gallagher**, inform this meeting that, pursuant to section 150EQ(3)(b) of the Local Government Act 2009, I have a declarable conflict of interest in relation to Agenda Item 9.5 – Lease of Lot 2 on LS11 – Reserve for Recreation Purposes – Normanton Rodeo Association. The nature of my interest is as follows:

- (i) I am on the committee;

In accordance with section 150EM of the Local Government Act 2009 I wish to remain for the discussion and voting, therefore I wish to remain in the meeting while this matter is discussed and voted on.

CONFIRMED MINUTES

ATTENDANCE:

Councillor Gallagher remained in the meeting room.

9.5 LEASE OF LOT 2 ON LS11 - RESERVE FOR RECREATION PURPOSES - NORMANTON RODEO ASSOCIATION

Executive Summary:

The lease of the 51.7 square kilometre Reserve for Recreation Purposes located on the Burke Development Road and currently leased to the Normanton Rodeo Association is due to expire on 30 November 2023.

COUNCIL RESOLUTION

Moved Cr Young

Seconded Cr Scott

This item to lay on the table.

CARRIED 7/0

Resolution No. 0823/011

NOTATION:

Research Council use of reserve for agistment.

9.6 ESTABLISHMENT OF COMPANY LIMITED BY GUARANTEE

Executive Summary:

Council has requested that the Chief Executive Officer prepare a report in relation to the establishment of a Company Limited by Guarantee to transfer the operations of the Normanton Child Care and the Les Wilson Barramundi Discovery Centre from Council to the new Company.

COUNCIL RESOLUTION

Moved Cr Bawden

Seconded Cr Murphy

That Council:

- 1. Authorise the Chief Executive Officer to continue the work to establish a Company Limited by Guarantee as an overarching Company for the Normanton Child Care and the Les Wilson Barramundi Discovery Centre; and*
- 2. Commence discussions with the Department in relation to the process for transferring assets from the Council into the Company for the two Centres; and*
- 3. In developing the Company Charter for the Company (Carpentaria Shire Council Owned Enterprises - CSCOE) the Board will initially be made up of the current Carpentaria Shire Councillors and the Director of Corporate Services as the Company Secretary; and*

CONFIRMED MINUTES

4. *Provide regular reports to Council on the progress of establishing the new Company Limited by Guarantee*

CARRIED 7/0

Resolution No. 0823/012

DECLARATION OF INTEREST:

I, **Councillor Murphy**, inform this meeting that, pursuant to section 150EQ(3)(b) and 150EQ(3)(c) of the Local Government Act 2009, I have a declarable conflict of interest in relation to Agenda Item 9.7 – Notice of Intention to Repeal Resolution. The nature of my interest is as follows:

- (i) I will be doing work on this building.

In accordance with section 150EM of the Local Government Act 2009, I will now leave the meeting room while this matter is discussed.

ATTENDANCE:

Councillor Murphy left the meeting room at **12:19pm**.

9.7 NOTICE OF INTENTION TO REPEAL RESOLUTION

Executive Summary:

Council Officer became aware of potential issue with the Development Application presented to Council at the July Meeting, which has been presented early, and prior to all the development application requirement being met until 15 August 2023.

COUNCIL RESOLUTION

Moved Cr Gallagher

Seconded Cr Hawkins

That Council resolves to repeal Resolution No. 0723/028 made at its Ordinary Council Meeting on Wednesday, 19th July 2023

CARRIED 6/0

Resolution No. 0823/013

ATTENDANCE:

Councillor Murphy re-entered the meeting room at **12:21pm**.

CONFIRMED MINUTES

9.8 REGIONAL DEVELOPMENT AUSTRALIA BOUNDARY REVIEW

Executive Summary:

Correspondence received from the Chair of the Tropical North Regional Development Australia in relation to the Boundary Review that is currently underway for the Regional Development Australia boundaries.

COUNCIL RESOLUTION

Moved Cr Gallagher

Seconded Cr Hawkins

That Council advise the Tropical North Regional Development Australia that Carpentaria Shire wish to remain part of the Townsville and North West Regional Development Australia.

CARRIED 7/0

Resolution No. 0823/014

9.9 ADOPTION OF ADMINISTRATIVE ACTION COMPLAINTS POLICY AND PROCEDURE

Executive Summary:

The Administrative Action Complaints Policy and Procedure are due for a review, the proposed changes for the Policy and Procedure are highlighted with the track changes in the documents.

COUNCIL RESOLUTION

Moved Cr Thomas

Seconded Cr Scott

That Council adopt the Administrative Actions Complaint Policy and the Administrative Actions Complaints Procedure as presented in the Officer Report.

CARRIED 7/0

Resolution No. 0823/015

CONFIRMED MINUTES

9.10 INVESTIGATION POLICY

Executive Summary:

The current Investigation Policy is due for review and the attached policy with track changes is provided for review and formal adoption.

COUNCIL RESOLUTION

Moved Cr Young

Seconded Cr Thomas

That Council adopt the Investigations Policy – POL_E_EXGC_012 as presented.

CARRIED 7/0

Resolution No. 0823/016

9.11 COMMUNITY GRANTS, DONATIONS AND SUPPORT POLICY

Executive Summary:

The Community Grants, Donations and Support Policy is due for review and is presented to Councillors for consideration in marked up version to highlight the proposed changes.

COUNCIL RESOLUTION

Moved Cr Thomas

Seconded Cr Hawkins

That Council adopt the Community Grants, Donations and Support Policy as presented and requests that the Application for Community Donations and Support Form and the Community Donations and Support Guidelines be reviewed as a matter of urgency to align with the new Policy and a new Acquittal Form be developed and implemented.

FOR the motion: Cr Bawden, Cr Hawkins, Cr Murphy, Cr Thomas and Cr Young

AGAINST the motion: Cr Gallagher and Cr Scott

CARRIED 5/2

Resolution No. 0823/017

CONFIRMED MINUTES

9.12 PROCUREMENT OF ROCK ARMOUR MATERIAL FOR REVETMENT WALL - KARUMBA POINT

Executive Summary:

To progress the procurement of the rock armour for the Karumba Point Foreshore Protection works the supplier for the material has been identified and there is only one supplier reasonably available to Council.

COUNCIL RESOLUTION

Moved Cr Bawden

Seconded Cr Gallagher

That Council resolves that it is satisfied that the only supplier in the Region that is reasonably available to supply the rock armour required for the Karumba Point Foreshore Revetment is Jubilee Quarry for the core and underlayer material and Castlereagh Quarry for the suitable primary armour stone and that this engagement is provided under section 235 of the Local Government Regulation 2012.

CARRIED 7/0

Resolution No. 0823/018

ADJOURNMENT:

The meeting adjourned for lunch at 12:56pm.

The meeting resumed at 1:56pm.

Councillor Murphy was not in attendance for the remainder of the meeting.

ATTENDANCE:

The Manager Human Resources entered the meeting room at 1:56pm.

The Director Corporate Services re-entered the meeting room at 2:00pm

9.13 HUMAN RESOURCES REPORT

Executive Summary:

This report provides information on the progress of SAFEPLAN, Council's safety management system, and an update on general human resource matters.

COUNCIL RESOLUTION

Moved Cr Young

Seconded Cr Gallagher

That Council accepts the report for information.

CARRIED 6/0

Resolution No. 0823/019

CONFIRMED MINUTES

ATTENDANCE:

The Manager Human Resources left the meeting at 2:07pm.

The Manager Les Wilson Barramundi Discovery Centre entered the meeting room at 2:08pm.

The Chief Executive Officer left the meeting room at 2:14pm

The Chief Executive Officer re-entered the meeting room in 2:16pm

The Chief Executive Officer left the meeting room at 3:10pm

The Chief Executive Officer re-entered the meeting room in 3:12pm.

9.14 LES WILSON BARRAMUNDI DISCOVERY CENTRE, KARUMBA AND NORMANTON VISITOR INFORMATION CENTRES

Executive Summary:

This report provides a summary of the operational and promotional activities surrounding the Les Wilson Barramundi Discovery Centre, as well as activities in relation to the Visitor Information Centres.

COUNCIL RESOLUTION

Moved Cr Young

Seconded Cr Thomas

That Council:

- 1. receive the Report and;***
- 2. that those matters not covered by resolution be noted.***

CARRIED 6/0

Resolution No. 0823/020

NOTATION:

Invite Ports North to meeting.

ATTENDANCE:

The Chief Executive Officer left the meeting room at 3:20pm

The Chief Executive Officer re-entered the meeting room in 3:28pm.

The Manager Les Wilson Barramundi Discovery Centre left the meeting room at 3:29pm

Councillor Scott left the meeting room at 3:29pm.

Councillor Scott re-entered the meeting room at 3:31pm.

CONFIRMED MINUTES

10 REPORTS FROM DIRECTOR OF CORPORATE & COMMUNITY SERVICES

10.1 DCS REPORT

Executive Summary:

This report provides information and updates to Council on various activities and programs that are facilitated within the Director of Corporate Services portfolio.

COUNCIL RESOLUTION

Moved Cr Scott

Seconded Cr Young

That Council:

- 1. receive and note the Director of Corporate Services Report; and*
- 2. that those matters not covered by a resolution be noted.*

CARRIED 6/0

Resolution No. 0823/021

10.2 MONTHLY FINANCIAL REPORT - JULY 2023

Executive Summary:

Presentation of the financial report for 31 July 2023 as required under section 204 of the *Local Government Regulation 2012*. The report is presented for noting and indicates whether Council is progressing satisfactorily against its current budget.

COUNCIL RESOLUTION

Moved Cr Hawkins

Seconded Cr Thomas

That Council accepts the Monthly Financial Report, as required under section 204 of the Local Government Regulation 2012 for the period ended 31 July 2023.

CARRIED 6/0

Resolution No. 0823/022

DECLARATION OF INTEREST:

I, **Councillor Gallagher**, inform this meeting that, pursuant to section 150EQ(3)(b) and 150EQ(3)(c) of the Local Government Act 2009, I have a declarable conflict of interest in relation to Agenda Item 10.3 – Community Donations and Support. The nature of my interest is as follows:

- (i) My wife is employed by the applicant;

CONFIRMED MINUTES

In accordance with section 150EM of the Local Government Act 2009, I will now leave the meeting room while this matter is discussed.

ATTENDANCE:

Councillor Gallagher left the meeting room at 3:44pm.

10.3 COMMUNITY DONATIONS AND SUPPORT

Executive Summary:

Council receives numerous requests for donations throughout the year. The applications for donations and fee waivers listed in this report are presented for Council consideration, or advising those applications already approved by the Chief Executive Officer's delegation.

COUNCIL RESOLUTION

Moved Cr Thomas

Seconded Cr Hawkins

That Council approves the following requests for Donations and waivers of fees and charges:

1. *Normanton Rodeo Association request for In-Kind support at the event for the following:*

- | | | |
|--|--------------|---------------|
| • <i>Tables and Chairs – Community Trailer with fee waiver inc. additional tables and chairs</i> | <i>Value</i> | <i>\$970</i> |
| • <i>Facility Hire with fee waiver</i> | <i>Value</i> | <i>\$250</i> |
| • <i>plus camping fees estimated</i> | <i>Value</i> | <i>\$250</i> |
| • <i>Toilets and grounds to be cleaned</i> | <i>Value</i> | <i>\$1000</i> |
| • <i>Stage for fashions on the Field</i> | <i>Value</i> | <i>\$1000</i> |

TOTAL EST. IN KIND VALUE *\$3470*

2. *Heels and Reels request for In-Kind support at the event for the following:*

- | | | |
|--|------------------|--------------|
| • <i>Tables and Chairs – Community trailer</i> | <i>Value</i> | <i>\$580</i> |
| • <i>Camping area</i> | <i>Value est</i> | <i>\$500</i> |

TOTAL EST. IN KIND VALUE *\$1080*

3. *Karumba Seniors Christmas Function Coordinator requests a cash donation to the value of \$700*

4. *Bynoe CACS Ltd are seeking a fee waiver for the hire of the Normanton Sports Centre. The proposed dates are:*

- | | | |
|--|--------------|--------------|
| • <i>Week 2 – 15th & 17th August</i> | <i>Value</i> | <i>\$780</i> |
| • <i>Week 3 – 29th & 31st August</i> | <i>Value</i> | <i>\$780</i> |

CONFIRMED MINUTES

| | | |
|----------------------------------|-------|---------------|
| • Week 4 - 12th & 14th September | Value | \$780 |
| TOTAL EST IN KIND VALUE | | \$2340 |

AND

That Council note the Donations and waivers of fees approved under the delegation of the Chief Executive Officer and confirm and endorse the actions of the Chief Executive Officer in authorizing the Normanton State School application (6) which is above the delegation limit:

5. *Bynoe CACS Ltd are seeking a fee waiver for the hire of the Normanton Sports Centre. The proposed dates are:*

| | | |
|---|-------|-------|
| • Week 1 – 1 st and 3 rd August | Value | \$780 |
|---|-------|-------|

6. *Normanton State School – The school are holding the Gulf District Athletics at John Henry Oval over two days. The school has requested:*

| | | |
|--|-------|--------|
| • Use of the oval for 2 days | Value | \$300 |
| • Bins x 4 | Value | \$260 |
| • Toilets cleaned - \$150 per day | Value | \$300 |
| • Line marking of running track and field events | Value | \$1500 |

The mowing and watering occur in the normal course of Council operations.

| | |
|--------------------------------|---------------|
| TOTAL EST IN KIND VALUE | \$2360 |
|--------------------------------|---------------|

7. *Doomadgee State School – The school students are participating in the Gulf District Athletics held in Normanton. The school has requested the use of the Normanton Sports Centre for accommodation over two days:*

| | | |
|--|-------|-------|
| • Normanton Sports Centre \$390 for 2 days | Value | \$780 |
|--|-------|-------|

CARRIED 5/0

Resolution No. 0823/023

ATTENDANCE:

Councillor Gallagher re-entered the meeting room at 4:03pm.

The Consultant Engineers entered the meeting room at 4:07pm.

The Asset Manager entered the meeting room at 4:07pm.

The Manager Water and Waste entered the meeting room at 4:07pm.

CONFIRMED MINUTES

| |
|--|
| 11 REPORTS FROM DIRECTOR OF ENGINEERING - ROADS & SERVICES |
|--|

| |
|---------------------------|
| 11.1 DOE REPORT |
|---------------------------|

Executive Summary:

This report provides information and updates to Council on various activities and programs that are facilitated within the Director Engineering's portfolio.

COUNCIL RESOLUTION

Moved Cr Young

Seconded Cr Thomas

That Council:

- 1. receive and note the Director of Engineering Report as presented; and***
- 2. that those matters not covered by resolution be noted.***

CARRIED 6/0

Resolution No. 0823/024

ATTENDANCE:

Mrs Schafer left the public gallery at **4:53pm**.

This space left blank intentionally

CONFIRMED MINUTES

11.2 NDRRA/QDRF REPORT

Executive Summary:

QRA20: The QRA20 project is 100% complete. Two (2) submissions have been acquitted and Council have received the final payments. A final outcome report has been received for the remaining two (2) submissions and final payments to Council are expected shortly.

QRA21: The QRA21 project is approximately 82.9% complete. Construction has now recommenced with the QRA21 scope being prioritised to ensure deadlines are met. The current construction program has been compiled to complete all submissions prior to the EOT deadline of 31 December 2023.

QRA22: The QRA22 project is approximately 61.3% complete. Roads with both QRA21 and QRA22 scope have been programmed together where possible to reduce camp and establishment costs. The QRA22 program of work has a deadline of 30 June 2024.

QRA23 Carpentaria Shire Council has been activated for REPA, Emergency Works and CDO relief measures. Emergency Works will continue to restore access where required within the Shire. Damage pickup has been completed and submissions are currently being prepared in the QRA MARS system. QRA21 and QRA22 scope that received significant additional damage will be submitted to be rolled over into the QRA23 submissions.

RRUPP Two (2) Remote Roads Upgrade Pilot Program (RRUPP) projects have been approved for construction. Construction is anticipated to be completed in conjunction with QRA23 scope as per the funding agreement.

OTHER The Mitchell River Bridge project is progressing with preliminary design and options analysis.

COUNCIL RESOLUTION

Moved Cr Hawkins

Seconded Cr Gallagher

That Council:

- 1. accepts the NDRRA/QDRF Report as presented; and***
- 2. that those matters not covered by resolution be noted.***

CARRIED 6/0

Resolution No. 0823/025

ATTENDANCE:

The Consultant Engineers left the meeting room at 4:55pm.

CONFIRMED MINUTES

11.3 WATER AND WASTE MONTHLY REPORT

Executive Summary:

This report has been prepared to provide Council with an overview of actions completed and underway within the Water and Waste Department for the month of July 2023.

COUNCIL RESOLUTION

Moved Cr Gallagher

Seconded Cr Young

That Council:

- 1. receive and note the Water and Waste Report for the July 2023 period; and***
- 2. that those matters not covered by a resolution be noted.***

CARRIED 6/0

Resolution No. 0823/026

ATTENDANCE:

The Manager Water and Waste left the meeting room at 5:02pm.

11.4 ASSET MANAGEMENT REPORT

Executive Summary:

This report provides information and updates to Council on various tasks that are facilitated within the Asset Managers team. The following items of interest are discussed in further detail within the report:

COUNCIL RESOLUTION

Moved Cr Scott

Seconded Cr Hawkins

That Council:

- 1. receive the Asset Management Report as presented; and***
- 2. that those matters not covered by resolution be noted.***

CARRIED 6/0

Resolution No. 0823/027

CONFIRMED MINUTES

11.5 WORKSHOP REPORT

Executive Summary:

This report provides information and updates to Council on various maintenance and repairs that are facilitated within the Workshop.

COUNCIL RESOLUTION

Moved Cr Gallagher

Seconded Cr Young

That Council:

- 1. receive the Workshop Report as presented; and***
- 2. that those matters not covered by resolution be noted.***

CARRIED 6/0

Resolution No. 0823/028

11.6 BUILDING AND PLANNING REPORT

Executive Summary:

The report is to advise Council of relevant planning and building activities within the Shire for the month of July 2023.

COUNCIL RESOLUTION

Moved Cr Scott

Seconded Cr Young

That Council note and accept the content of the Building and Planning Report as presented.

CARRIED 6/0

Resolution No. 0823/029

ATTENDANCE:

Councillor Bawden left the meeting room at **5:30pm**.

Councillor Scott left the meeting room at **5:31pm**.

Councillor Bawden re-entered the meeting room at **5:32pm**.

Councillor Scott re-entered the meeting room at **5:33pm**.

CONFIRMED MINUTES

11.1 23-0011 ROPS CRUSHING HIRE PLANT – LATE ITEM

Executive Summary:

23-0011 Register of Prequalified Suppliers – Quarry Operations. A request for tenders for the Quarry Operations within Council owned gravel pits within Carpentaria Shire (Contract 23-0011) closed on 2 August 2023 with four (4) tenders received. The tenders have been assessed with a 60% price weighting and 40% non-price weighting.

COUNCIL RESOLUTION

Moved Cr Gallagher

Seconded Cr Thomas

That Council approve the list of the three conforming quarry operators presented. That Council also approve the non-conforming quarry operator contingent on receipt of missing documentation.

CARRIED 6/0

Resolution No. 0823/030

This space left blank intentionally

CONFIRMED MINUTES

12 GENERAL BUSINESS

Lilyvale Estate

Councillor Hawkins queried the progress on the marketing of the Lilyvale Estate. The Chief Executive Officer advised that the marketing material was to be provided to Council this week.

Action: The Chief Executive Officer to distribute marketing material to Councillors when received

Funding for works on 89B – Burke Developmental Road

Councillor Hawkins noted the additional funding for work on 89B as presented in the update from the Director of Engineering.

Action: The Director of Engineering to keep Councillors informed of progress of discussions with Transport & Main Roads regarding additional funding

No Standing Sign

Councillor Scott informed that new signs are required as the old ones are faded and requested that they be replaced.

Action: The Director of Engineering to arrange for replacement signs as requested

Calatropes in compound at the Transfer Station

Councillor Young informed that a calatropes plant was growing inside the compound at the Transfer Station.

Action: The Rural Lands Officer to spray the Calatropes plants in the vicinity of the Transfer Station in Karumba

Karumba Childrens Centre

Councillor Young advised he had received a query in relation to the water charges at the Childrens Centre in Karumba

Action: The Director Corporate Services to review the water charges to ensure they are charged in accordance with Revenue Statement

Toilet at Truck Stop

Councillor Gallagher informed that the shower and toilet at the rest area at the Showgrounds are very clean and well presented. Good job to the cleaning crew.

Action: The Director of Engineering to pass on the compliments to the cleaning crew

CONFIRMED MINUTES

Les Wilson Barramundi Discovery Centre Facebook Page

Councillor Thomas informed that photos on the Les Wilson Barramundi Discovery Centre Facebook page are not of the local area.

The Chief Executive Officer advised that Officers were currently working on a set of guidelines and policies for the social media content across all the social media platforms in use by Council.

Action: The Chief Executive Officer to continue to develop the policy and guidelines and distribute to staff.

Cemetery Issues

Councillor Thomas requested that Council investigate for a larger columbarium to take all ashes for interment.

Action: The Director of Engineering to investigate the procurement of a larger columbarium to facilitate the interment of ashes as the current columbarium is too small.

Ground Penetrating Radar

Councillor Thomas suggested that the use of the Ground Penetrating Radar may be useful in assessing the area for the approaches for the Mitchell River Bridge

Action: The Director of Engineering to approach the company and ascertain the use of the radar at the Mitchell River Site

ATTENDANCE:

Councillor Scott left the meeting room at 5:53pm.

K150 Budget and Final Costing

Councillor Bawden requested that a report of the final costings against budget be provided to the K150 Committee

Action: The Director Corporate Services to prepare a report and provide to the committee members

Rate Reduction

Councillor Bawden enquired into the request from a ratepayer into a review of their rates following changes to the use of the land.

The Chief Executive Officer advised that a response had been provided to the ratepayer in relation to the review

Action: The Chief Executive Officer to follow up directly with the Ratepayer

CONFIRMED MINUTES

13 CLOSURE OF MEETING

The Chair of the meeting, Cr Lyall Bawden, Mayor, declared the meeting closed at 6:14pm.

MINUTES CERTIFICATE

These Minutes are Confirmed.



Councillor LV Bawden
Mayor

21, 09, 2023

Date