



CARPENTARIA SHIRE

Outback by the Sea

ORDINARY MEETING

MINUTES

16 APRIL, 2025

UNCONFIRMED MINUTES

TABLE OF CONTENTS

ITEM	SUBJECT	PAGE NO
1	OPENING OF MEETING	4
2	RECORD OF ATTENDANCE.....	4
3	CONDOLENCES	4
4	DISCLOSURE OF INTERESTS	5
5	CONFIRMATION OF MINUTES FROM PREVIOUS MEETINGS	6
6	BUSINESS ARISING FROM PREVIOUS MEETINGS.....	6
7	RECEPTION OF PETITIONS & DEPUTATIONS.....	6
8	MAYORAL MINUTES.....	7
9	COUNCILLOR MONTHLY UPDATE.....	8
10	CONFIDENTIAL BUSINESS – ADJOURNMENT INTO CLOSED SESSION	8
10.1	Request to write off unpaid debt - Normanton Rodeo Association Incorporated	8
10.2	Offer on Deed of Grant Over Land Described as Lot 9 on SP329434 being part of reserve for township (extension) purposes	8
10.3	Rodeo Paddock lease (Lot 2 on Crown Plan LS11).....	8
10.4	Concealed Water Leak Concession Request - 14 Brown Street Normanton 4890	9
10.5	Works Coordinator Tender	9
10.6	Register of Pre-qualified Suppliers - Supply of Construction Materials.....	9
10.7	Register of Pre-qualified Suppliers - Quarry Operations	9
10.8	Register of Pre-Qualified Suppliers - Wet Hire Plant	9
10.1	Request to write off unpaid debt - Normanton Rodeo Association Incorporated	10
10.2	Offer on Deed of Grant Over Land Described as Lot 9 on SP329434 being part of reserve for township (extension) purposes	11
10.3	Rodeo Paddock lease (Lot 2 on Crown Plan LS11).....	11
10.4	Concealed Water Leak Concession Request - 14 Brown Street Normanton 4890	12
10.5	Works Coordinator Tender	12
10.6	Register of Pre-qualified Suppliers - Supply of Construction Materials.....	13

UNCONFIRMED MINUTES

10.7	Register of Pre-qualified Suppliers - Quarry Operations	13
10.8	Register of Pre-Qualified Suppliers - Wet Hire Plant	14
11	REPORTS FROM THE CHIEF EXECUTIVE OFFICER	15
11.1	CEO Matters of Interest Report.....	15
11.2	Changes to People Management Framework - Uniform Policy	15
11.3	Normanton Rodeo Association Inc. request to relocate loading ramp	16
11.4	Human Resources Report.....	16
11.5	Les Wilson Discovery Centre Barramundi Centre Monthly Report	17
11.6	Change to Show Public Holiday Date 2025 – Late Report	17
12	REPORTS FROM DIRECTOR OF CORPORATE SERVICES	18
12.1	Chief Operating Officer Report.....	18
12.2	Monthly Financial Report - March 2025	18
12.3	2024/2025 Operational Plan 3rd Quarter Review (March 2025).....	19
12.4	Budget 2025/2026.....	19
12.5	Fees and Charges - 2025/2026	20
12.6	Revenue Policy - 2025/2026	20
12.7	Corporate Credit Card Policy	21
13	REPORTS FROM DIRECTOR COMMUNITY DEVELOPMENT, TOURISM & REGIONAL	22
13.1	Community Development, Tourism & Regional Prosperity Matters of Interest Report	22
13.2	Community Donations and Support	22
14	REPORTS FROM DIRECTOR OF ENGINEERING - ROADS & SERVICES	23
14.1	DOE Report.....	23
14.2	NDRRA/QDRF Report	24
14.3	Water and Waste Monthly Report	25
14.4	Building and Planning Report.....	25
15	GENERAL BUSINESS	26
16	CLOSURE OF MEETING	28

UNCONFIRMED MINUTES

1 OPENING OF MEETING

The Mayor welcomed members and declared the meeting open at **9:15am**.

2 RECORD OF ATTENDANCE

Councillors

Cr LV Bawden	Mayor
Cr BJ Hawkins	Deputy Mayor
Cr AM Murphy	
Cr GW Smerdon	
Cr CP Schafer	
Cr JE O'Brien	

Staff

Ms Anne Andrews	Chief Executive Officer
Ms Angeline Pascoe	Executive Assistant
Mr Andrew Shaw	Chief Operating Officer
Ms Jade Nacario	Manager Finance and Administration
Ms Amanda Farraway	Executive Manager Community Development and Tourism
Mr Michael Wanrooy	Director of Engineering

The following officers attended the meeting as indicated in the minutes

Mr Peter Ryan	Manager Human Resources
Ms Kim Lawrence	Finance Officer
Mr Chris O'Keefe	Manager – Les Wilson Barramundi Discovery Centre
Mr Joe Beddows	Manager Water and Waste
Mr Kerrod Giles	Engineer
Mr John Martin	Consultant Engineer - ERSCON

APOLOGY

Moved Cr Hawkins

Seconded Cr Schafer

That Council accept the apology from Councillor Henry and leave of absence be granted.

CARRIED 6/0

Resolution No. 0425/001

3 CONDOLENCES

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

❖ Mrs Joyce Rice

UNCONFIRMED MINUTES

4 DISCLOSURE OF INTERESTS

I, **Councillor O'Brien** inform this meeting that, pursuant to section 150EQ(3)(b) and 150EQ(3)(c) of the Local Government Act 2009, I have a prescribed conflict of interest in relation to Agenda Item 10.1 – Request to Write Off Unpaid Debt - Normanton Rodeo Association Incorporated. The nature of my interest is as follows:

- (i) I am a member of the Normanton Rodeo Association.

In accordance with section 150EM of the Local Government Act 2009, Councillor O'Brien dealt with this prescribed conflict of interest by leaving the meeting when this matter was dealt with and did not participate in any debate or decision making relating to this matter.

I, **Councillor Hawkins** 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 10.6 – Register of Pre-Qualified Suppliers – Supply of Construction Materials. The nature of my interest is as follows:

- (i) I am the owner of Gulf Concrete.

In accordance with section 150EM of the Local Government Act 2009, Councillor Hawkins dealt with this declarable conflict of interest by leaving the meeting when this matter was dealt with and did not participate in any debate or decision making relating to this matter.

I, **Councillor O'Brien** inform this meeting that, pursuant to section 150EQ(3)(b) and 150EQ(3)(c) of the Local Government Act 2009, I have a prescribed conflict of interest in relation to Agenda Item 10.8 – Register of Pre-Qualified Suppliers - Wet Hire Plant. The nature of my interest is as follows:

- (i) Parents have businesses tendered on Register of Pre-Qualified Suppliers Wet Hire list.

In accordance with section 150EM of the Local Government Act 2009, Councillor O'Brien dealt with this prescribed conflict of interest by leaving the meeting when this matter was dealt with and did not participate in any debate or decision making relating to this matter.

I, **Councillor Hawkins** 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 10.8 – Register of Pre-Qualified Suppliers - Wet Hire Plant. The nature of my interest is as follows:

- (i) I am the owner of Hawkins Transport and Gulf Concrete.

In accordance with section 150EM of the Local Government Act 2009, Councillor Hawkins dealt with this declarable conflict of interest by leaving the meeting when this matter was dealt with and did not participate in any debate or decision making relating to this matter.

UNCONFIRMED MINUTES

I, **Councillor O'Brien** inform this meeting that, pursuant to section 150EQ(3)(b) and 150EQ(3)(c) of the Local Government Act 2009, I have a prescribed conflict of interest in relation to Agenda Item 11.3 – Normanton Rodeo Association Inc. Request to Relocate Loading Ramp. The nature of my interest is as follows:

- (i) I am a member of the Normanton Rodeo Association.

In accordance with section 150EM of the Local Government Act 2009, Councillor O'Brien dealt with this prescribed conflict of interest by leaving the meeting when this matter was dealt with and did not participate in any debate or decision making relating to this matter.

5 CONFIRMATION OF MINUTES FROM PREVIOUS MEETINGS

Confirmation of Minutes from the Ordinary Council Meeting held 19 March 2025, as previously circulated to Councillors.

COUNCIL RESOLUTION

Moved Cr Smerdon

Seconded Cr Hawkins

That the Minutes of the Ordinary Council Meeting held 19 March 2025 be confirmed.

CARRIED 6/0

Resolution No. 0425/002

6 BUSINESS ARISING FROM PREVIOUS MEETINGS

Page 25: Amendment to Resolution

Councillor O'Brien informed a correction is required to the resolution for Agenda Item 14.7.
Action: Make the amendment to the March 2025 Minutes to reflect the change.

MOTION

Moved Cr O'Brien

Seconded Cr Hawkins

That the Minutes be corrected to reflect that Barto's Construction was awarded for value of \$700,000 + GST not inclusive of a Council contribution of \$22,440.00

CARRIED 6/0

Resolution No. 0425/003

7 RECEPTION OF PETITIONS & DEPUTATIONS

Nil.

UNCONFIRMED MINUTES

8 MAYORAL MINUTES

NWQROC Meeting – Brisbane (2 & 3 April 2025)

The Mayor reported on his recent attendance at the NWQROC (North West Queensland Regional Organisation of Councils) Meeting, alongside the Deputy Mayor and the Chief Executive Officer, held at Parliament House in Brisbane.

- It was noted that most Ministers were available and showed a strong focus on regional and country issues.
- The launch of the Jobs Network was led by the Deputy Premier, aiming to boost employment opportunities across North Queensland.
- The Copper String project was a central topic of discussion, with a considerable focus on its potential regional benefits.
- Concerns were raised about the impact of government agency purchases of residential properties on local housing markets.
- The Mayor was unable to secure a meeting with Minister Perret to discuss important issues concerning the fishing industry.
- Minister Leahy provided an update on Financial Assistance Grants (FAGs) and efforts to reduce bureaucratic red tape affecting local Councils.
- Minister Mulherin spoke on improvements to customer service and the advancement of open data initiatives within government.
- Robbie Katter and colleagues delivered an overview of regional air services, emphasizing the need for fit-for-purpose solutions for Gulf communities.
- Andrew Abbot from the Queensland Reconstruction Authority (QRA) provided a briefing, including a discussion on ongoing flooding issues in the Leichhardt region.
- Country Connect Road – Normanton to Burketown Road.
- Following the Mayor's recent advocacy at the NWQROC meeting in Brisbane, the National Heavy Vehicle Regulator (NHVR) has reaffirmed its commitment to transparent and efficient complaints handling.

UNCONFIRMED MINUTES

9 COUNCILLOR MONTHLY UPDATE

Councillor O'Brien:

- Attended the LGAQ Young Councillor meeting.
- Attended the BBQ at the Try for Five event recently held.
- Attended the Bynoe CACS Ltd graduation for Cert I in Construction
- Public stall at the markets here in Normanton with Councillor Schafer and Councillor Smerdon.

10 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 Murphy

Seconded Cr Smerdon

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

- 10.1 Request to write off unpaid debt - Normanton Rodeo Association Incorporated**
This item is classified CONFIDENTIAL under the provisions of clause 254J(3)(g) of the Local Government Regulation 2012, which permits the meeting to be closed to the public for business relating to negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government.
- 10.2 Offer on Deed of Grant Over Land Described as Lot 9 on SP329434 being part of reserve for township (extension) purposes**
This item is classified CONFIDENTIAL under the provisions of clause 254J(3)(g) of the Local Government Regulation 2012, which permits the meeting to be closed to the public for business relating to negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government.
- 10.3 Rodeo Paddock lease (Lot 2 on Crown Plan LS11)**
This item is classified CONFIDENTIAL under the provisions of clause 254J(3)(g) of the Local Government Regulation 2012, which permits the meeting to be closed to the public for business relating to negotiations relating to a commercial matter involving the local government for which a public

UNCONFIRMED MINUTES

discussion would be likely to prejudice the interests of the local government.

- 10.4 Concealed Water Leak Concession Request - 14 Brown Street Normanton 4890**
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.
- 10.5 Works Coordinator Tender**
This item is classified CONFIDENTIAL under the provisions of clause 254J(3)(g) of the Local Government Regulation 2012, which permits the meeting to be closed to the public for business relating to negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government.
- 10.6 Register of Pre-qualified Suppliers - Supply of Construction Materials**
This item is classified CONFIDENTIAL under the provisions of clause 254J(3)(g) of the Local Government Regulation 2012, which permits the meeting to be closed to the public for business relating to negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government.
- 10.7 Register of Pre-qualified Suppliers - Quarry Operations**
This item is classified CONFIDENTIAL under the provisions of clause 254J(3)(g) of the Local Government Regulation 2012, which permits the meeting to be closed to the public for business relating to negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government.
- 10.8 Register of Pre-qualified Suppliers - Wet Hire Plant**
This item is classified CONFIDENTIAL under the provisions of clause 254J(3)(g) of the Local Government Regulation 2012, which permits the meeting to be closed to the public for business relating to negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government.

CARRIED 6/0

Resolution No. 0425/004

CLOSURE OF MEETING:

The meeting was closed to the public at **9:47am**.

ATTENDANCE:

Councillor O'Brien left the meeting room at **9:47am**.

The Finance Officer left the meeting room at **9:47am**.

The Engineer left the meeting room at **9:47am**.

Councillor O'Brien re-entered the meeting room at **9:55am**.

The Manager Finance and Administration entered the meeting room at **10:06am**.

The Finance Officer re-entered the meeting room at **10:06am**.

Councillor Schafer left the meeting room at **10:12am**.

Councillor Schafer re-entered the meeting room at **10:14am**.

The Finance Officer left the meeting room at **10:18am**.

UNCONFIRMED MINUTES

The Manager Finance and Administration left the meeting room at **10:18am**.

Councillor Hawkins left the meeting room at **10:30am**.

The Engineer re-entered the meeting room at **10:30am**.

Councillor Hawkins re-entered the meeting room at **10:31am**.

Councillor Hawkins left the meeting room at **10:32am**.

Councillor O'Brien left the meeting room at **10:32am**.

Councillor Hawkins re-entered the meeting room at **10:43am**.

Councillor O'Brien re-entered the meeting room at **10:43am**.

COUNCIL RESOLUTION

Moved Cr Schafer

Seconded Cr O'Brien

That Council open the meeting to the public.

CARRIED 6/0

Resolution No. 0425/005

REOPENING OF MEETING:

The meeting was reopened to the public at **10:45am**.

ADJOURNMENT:

The meeting adjourned for morning tea at **10:46am**.

The meeting resumed at **11:08am**.

ATTENDANCE:

Councillor O'Brien left the meeting room at **11:09am**.

10.1 REQUEST TO WRITE OFF UNPAID DEBT - NORMANTON RODEO ASSOCIATION INCORPORATED

Executive Summary:

In 2015, Carpentaria Shire Council provided the Normanton Rodeo Association with a community loan of \$185,772.35. The final scheduled payment for this loan was due on 31 March 2025. There is an outstanding debt of \$53,134.91. The Association has requested that Council waive the remaining debt.

COUNCIL RESOLUTION

Moved Cr Smerdon

Seconded Cr Hawkins

That Council delegates the Chief Operations Officer to negotiate a new term of agreement for the repayment of the final amount owing.

CARRIED 5/0

Resolution No. 0425/006

UNCONFIRMED MINUTES

10.2 OFFER ON DEED OF GRANT OVER LAND DESCRIBED AS LOT 9 ON SP329434 BEING PART OF RESERVE FOR TOWNSHIP (EXTENSION) PURPOSES

Executive Summary:

In 2023, Council endorsed the Housing Strategy that included the opportunity to develop the Ellis Street site for housing as an opportunity to minimise the lack of residential blocks available for development. In December 2023, an application was lodged with the Department of Resources to purchase the land for future urban expansion. In October 2024, Council received advice that this could progress subject to the acceptance of offer and agreement of payment was endorsed by Council in December 2024. Following this, the Department recommended an amendment to the application regarding the development of road access – which could have changed the cost of purchase.

This meant the previous offer lapsed while this issue was investigated. The new offer, which remains the same, has now been received.

COUNCIL RESOLUTION

Moved Cr Murphy

Seconded Cr Smerdon

1. ***That Council approve the purchase of Lot 9 on SP329434 being part of Reserve for Township (Extension) Purposes.***
2. ***That Council delegate the CEO to accept the offer from the Department of Resources.***
3. ***That Council approve the payment of \$411,214.46 to be released from the QTC Future Capital Grants Fund.***

CARRIED 6/0

Resolution No. 0425/007

10.3 RODEO Paddock LEASE (LOT 2 ON CROWN PLAN LS11)

Executive Summary:

Council resolved at the July 2024 meeting of Council (Resolution No. 0724/11) to investigate the cost to replace approximately 6.3km of fencing (Council's half-share) to prepare the Rodeo Paddock site (Lot 2 on Crown Plan LS11) for a long-term agistment lease.

This paper provides an update as follows:

- An initial estimate of \$70,910.00 (excluding GST) has been received to replace the fencing and to grade the boundary.

COUNCIL RESOLUTION

Moved Cr Smerdon

Seconded Cr Murphy

That Council request three (3) quotes be obtained from qualified suppliers to complete the fencing and associated works.

CARRIED 6/0

Resolution No. 0425/008

UNCONFIRMED MINUTES

10.4 CONCEALED WATER LEAK CONCESSION REQUEST - 14 BROWN STREET NORMANTON 4890

Executive Summary:

Assessment A2138 being located at 14 Brown Street Normanton (Lot 1 SP116572 and Lot 806 - 807 N1481) recorded a high water consumption charge for the 2nd Levy issued on 18 February, 2025 for the 2024/25 year, The owner is requesting a concession under the "Concealed Water Leak Policy". The Policy, as written, allows Council to provide a concession to qualifying owners.

COUNCIL RESOLUTION

Moved Cr O'Brien

Seconded Cr Schafer

That Council:

- 1. Accept the "Concealed Water Leak Application" for Assessment A2138 being located at 14 Brown Street Normanton (Lot 1 SP116572 and Lot 806 - 807 N1481);***
- 2. Provide a concession for the amount of \$12,719.17 in line with Council's Concealed Water Leak Policy for the 2nd Levy 2024/25 water consumption charges.***

CARRIED 6/0

Resolution No. 0425/009

10.5 WORKS COORDINATOR TENDER

Executive Summary:

This report provides information for Council about the awarding of the tender for the Works Coordinator contract. The Expression of Interest (EOI) was issued on 30 January 2025 and closed on February 14, 2025. The position attracted several inquiries, however only two EOIs were received - one from Sceresini Developments and the other from Indiji Civil.

The call for Expressions of Interest and awarding of the contract also addresses issues raised in Council's internal and external audit reports.

COUNCIL RESOLUTION

Moved Cr Murphy

Seconded Cr Smerdon

That Council confirms the contract for Sceresini Developments for three years with an option to extend for two years.

CARRIED 6/0

Resolution No. 0425/010

ATTENDANCE:

Councillor Hawkins left the meeting room at **11:10am**.

UNCONFIRMED MINUTES

10.6 REGISTER OF PRE-QUALIFIED SUPPLIERS - SUPPLY OF CONSTRUCTION MATERIALS

Executive Summary:

A request for information of the non-conforming Barto's Construction Pty Ltd tender for the Register of Pre-Qualified Suppliers (ROPS) for the Supply of Construction Materials (Contract 25-0003) was undertaken following the March 2025 meeting of Council. Barto's Construction Pty Ltd has subsequently provided the requested mandatory information.

COUNCIL RESOLUTION

Moved Cr O'Brien

Seconded Cr Schafer

That Council approve Barto's Construction Pty Ltd on the Pre-Qualified Suppliers for the Supply of Construction Materials.

CARRIED 5/0

Resolution No. 0425/011

ATTENDANCE:

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

10.7 REGISTER OF PRE-QUALIFIED SUPPLIERS - QUARRY OPERATIONS

Executive Summary:

A request for information of the non-conforming Nordev tender for the Register of Prequalified Suppliers for Quarry Operations 25-0005 was undertaken following the March 2025 meeting of Council. Nordev has subsequently provided the requested mandatory information.

COUNCIL RESOLUTION

Moved Cr Hawkins

Seconded Cr Murphy

That Council approve Nordev on the Register of Prequalified Suppliers for Quarry Operations.

CARRIED 6/0

Resolution No. 0425/012

NOTATION:

Endorsed subject to negotiation of stand down rates.

ATTENDANCE:

Councillor Hawkins left the meeting room at **11:12am**.

Councillor O'Brien left the meeting room at **11:12am**.

UNCONFIRMED MINUTES

10.8 REGISTER OF PRE-QUALIFIED SUPPLIERS - WET HIRE PLANT

Executive Summary:

A request for information on the Clarification Required plant items for the Register of Pre-Qualified Suppliers (ROPS) Wet Hire of Plant 2025 (Contract No: 25-0001) was undertaken following the March 2025 meeting of Council. Information was requested from five (5) tenderers, four (4) tenderers have subsequently provided the requested mandatory information.

COUNCIL RESOLUTION

Moved Cr Bawden

Seconded Cr Murphy

That Council approve Dale and Millicent Miller, Humdinger Contracting, Makarios Earthmoving, Nordev Contractors Pty Ltd and Q&S Contracting Pty Ltd on the Pre-Qualified Suppliers Register for the Wet Hire of Plant 2025.

CARRIED 5/0

Resolution No. 0425/013

ATTENDANCE:

Councillor Hawkins re-entered the meeting room at **11:12am**.

Councillor O'Brien re-entered the meeting room at **11:12am**.

The Manager Finance and Administration re-entered the meeting room at **11:12am**.

The Finance Officer re-entered the meeting room at **11:12am**.

UNCONFIRMED MINUTES

11 REPORTS FROM THE CHIEF EXECUTIVE OFFICER

11.1 CEO MATTERS OF INTEREST REPORT

Executive Summary:

This report provides Councillors with an update of the business of the Department of the CEO for February/March 2025.

Recommendation:

For noting only.

11.2 CHANGES TO PEOPLE MANAGEMENT FRAMEWORK - UNIFORM POLICY

Executive Summary:

In 2022, Council introduced a new uniform across the organisation for outdoor and indoor employees, basing its corporate messaging on mental health and wellbeing, and endorsing a national company as the uniform supplier. This policy sits in the People Management Framework. Since July 2024, the Executive Leadership Team, Senior Leadership Team and Council staff have been engaged in a discussion about uniform reform and have recommended a change to the current uniform.

COUNCIL RESOLUTION

Moved Cr Schafer

Seconded Cr Smerdon

- 1. That Council endorses changes to the uniform policy contained in the People Management Framework and;***
- 2. That a full review of the People Management Framework is undertaken to ensure that it remains current.***

CARRIED 6/0

Resolution No. 0425/014

ATTENDANCE:

Councillor O'Brien left the meeting room at **11:29am**.

UNCONFIRMED MINUTES

11.3 NORMANTON RODEO ASSOCIATION INC. REQUEST TO RELOCATE LOADING RAMP

Executive Summary:

Council has received a formal request from the Normanton Rodeo Association Inc. regarding the potential relocation of the dirt loading ramp at the racecourse stables to the truck pad area outside the grounds.

COUNCIL RESOLUTION

Moved Cr Hawkins

Seconded Cr Murphy

That Council investigate the logistics and costs associated with moving the ramp and present a further report to Council on design and costings.

CARRIED 5/0

Resolution No. 0425/015

ATTENDANCE:

Councillor O'Brien re-entered the meeting room at **11:31am.**

The Manager Les Wilson Barramundi Discovery Centre entered the meeting room at **11:37am.**

11.4 HUMAN RESOURCES REPORT

Executive Summary:

This report provides information on the general Human Resource and Work Health and Safety matters relevant to the team's daily business.

Recommendation:

For information only.

UNCONFIRMED MINUTES

11.5 LES WILSON DISCOVERY CENTRE BARRAMUNDI CENTRE MONTHLY REPORT

Executive Summary:

The Les Wilson Barramundi Discovery Centre is Carpentaria Shire's primary tourism asset and is a business unit of Council. The LWBDC is a state-of-the-art Interpretive Centre that provides the history, stories, lifecycle and habits barramundi. The Centre includes interpretive displays, theatre, saltwater lagoon, café, art gallery and provides visitors with guided tours throughout the Centre and Hatchery. It is the only hatchery in the world to breed the Southern Gulf strain of the barramundi. Diversity is the key to operations, managing multi-focal assets to satisfy demands of tourism/culture/retail/café, animal husbandry/ecology, legislative compliance, deliver community /events, meet the issues of seasonal demand and resultant employee management diversification/implication.

Recommendation:

That Council notes the Les Wilson Barramundi Discovery Centre Monthly Report for information only.

ATTENDANCE:

Councillor Murphy left the meeting room at **11:51am**.

The Manager Les Wilson Barramundi Discovery Centre left the meeting room at **11:51am**.

Councillor Murphy re-entered the meeting room at **11:53am**.

11.6 CHANGE TO SHOW PUBLIC HOLIDAY DATE 2025 – LATE REPORT

Executive Summary:

In June 2024, Council resolved to advise the Office of Industrial Relations in relation to the special holiday for the Normanton Show for the whole of the Carpentaria Shire Council area to be held on the second Friday of June 2025. This date does not align with this year's event which is being held on the weekend prior to the gazetted holiday.

COUNCIL RESOLUTION

Moved Cr O'Brien

Seconded Cr Schafer

- ***That Council amend the Normanton Show Holiday date from June 13, 2025 to June 6, 2025.***
- ***That the Chief Executive Officer sends correspondence to Deputy Premier, Minister for State Development, Infrastructure and Planning, and Minister for Industrial Relations notifying the Minister of the amended dates and requesting approval to change the date.***

CARRIED 6/0

Resolution No. 425/016

UNCONFIRMED MINUTES

12 REPORTS FROM DIRECTOR OF CORPORATE SERVICES

12.1 CHIEF OPERATING OFFICER REPORT

Executive Summary:

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

Recommendation:

For information only.

ATTENDANCE:

The Engineer left the meeting room at **12:10pm**.

12.2 MONTHLY FINANCIAL REPORT - MARCH 2025

Executive Summary:

Presentation of the financial report for 31 March 2025 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. The contents of the report include:

1. Key Highlights
2. Operating Result
3. Cash Position
4. Trade and Receivables
5. Investments
6. QTC Loans
7. Sales, contracts and recoverable works

COUNCIL RESOLUTION

Moved Cr Smerdon

Seconded Cr Murphy

That Council accepts the Monthly Financial Report, as required under section 204 of the Local Government Regulation 2012 for the period ended 31 March 2025.

CARRIED 6/0

Resolution No. 0425/017

ATTENDANCE:

The Engineer re-entered the meeting room at **12:13pm**.

The Engineer left the meeting room at **12:20pm**.

The Engineer re-entered the meeting room at **12:21pm**.

UNCONFIRMED MINUTES

12.3 2024/2025 OPERATIONAL PLAN 3RD QUARTER REVIEW (MARCH 2025)

Executive Summary:

The *Local Government Regulation 2012* requires that a local government must for each financial year prepare and by resolution adopt an Annual Operational Plan. A report on Council's progress towards implementing the Operational Plan must be presented to the Council meeting at regular intervals of not more than three months.

Recommendation:

For information only.

ATTENDANCE:

Councillor Schafer left the meeting room at **12:24pm**.

Councillor Schafer re-entered the meeting room at **12:26pm**.

12.4 BUDGET 2025/2026

Executive Summary:

Council is currently in the early stages of the 2025–2026 Budget development process. This report provides an update on progress to date and seeks Council's input regarding the direction of general rates and utility charges for the upcoming financial year. A draft Revenue Statement will be provided on the day of the Council meeting to facilitate this discussion, along with a comparative analysis of rating revenue since 2019/2020 to date and preliminary modelling scenarios. This workshop provides an opportunity for Council to consider long-term financial sustainability, service delivery needs, and community affordability as part of its strategic financial planning.

COUNCIL RESOLUTION

Moved Cr Bawden

Seconded Cr O'Brien

That Council defer this Agenda Item until Council has had the opportunity to assess the information and attend a workshop.

CARRIED 6/0

Resolution No. 0425/018

UNCONFIRMED MINUTES

12.5 FEES AND CHARGES - 2025/2026

Executive Summary:

As part of Council's annual budget setting process, the fees and charges for the next financial year need to be developed and set by Council. This report recommends that Council set the fees and charges effective from the next financial year (from 1 July 2025) in accordance with the attached fees and charges schedule.

COUNCIL RESOLUTION

Moved Cr Murphy

Seconded Cr Smerdon

That Council defer this Agenda Item until Council has had the opportunity to assess the information and attend a workshop.

CARRIED 6/0

Resolution No. 0425/019

12.6 REVENUE POLICY - 2025/2026

Executive Summary:

Council is required to review its Revenue Policy on an annual basis and this review is to be completed in sufficient time to inform the budget for the forthcoming year. This review has now been completed and the revised policy is attached and presented to Council for adoption.

COUNCIL RESOLUTION

Moved Cr Hawkins

Seconded Cr Schafer

That Council defer this Agenda Item until Council has had the opportunity to assess the information and attend a workshop.

CARRIED 6/0

Resolution No. 0425/020

ADJOURNMENT:

The meeting adjourned for lunch at **12:30pm.**

The meeting resumed at **2:00pm.**

ATTENDANCE:

The Manager Water and Waste was present upon resumption of the meeting.

UNCONFIRMED MINUTES

12.7 CORPORATE CREDIT CARD POLICY

Executive Summary:

Council is required to review its Corporate Credit Card Policy on an annual basis.

COUNCIL RESOLUTION

Moved Cr Bawden

Seconded Cr Hawkins

That Council defer the Corporate Credit Card Policy to the Executive Leadership Team to be returned to the Ordinary Meeting of Council in May 2025.

CARRIED 6/0

Resolution No. 0425/021

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UNCONFIRMED MINUTES

13 REPORTS FROM DIRECTOR COMMUNITY DEVELOPMENT, TOURISM & REGIONAL

13.1 COMMUNITY DEVELOPMENT, TOURISM & REGIONAL PROSPERITY MATTERS OF INTEREST REPORT

Executive Summary:

This report provided information only updates to Council on various activities and programs that are facilitated within the Community Development, Tourism and Regional Prosperity portfolio of Council.

Recommendation:

For Information only.

NOTATION:

The Childcare statistics were not available at the time of reporting.

13.2 COMMUNITY DONATIONS AND SUPPORT

Executive Summary:

During the period since the March 2025 meeting of Council, the requests listed in this report have been received for consideration in the Carpentaria Shire Council Community Donations and Support Program.

Recommendation:

That Council notes the fee waivers under the delegation of the Chief Executive Officer since the March 2024 meeting of Council.

ATTENDANCE:

The Manager Human Resources left the meeting room at **2:26pm**.

The Consultant Engineer entered the meeting room at **2:30pm**.

The Manager Human Resources re-entered the meeting room at **2:34pm**.

UNCONFIRMED MINUTES

14 REPORTS FROM DIRECTOR OF ENGINEERING - ROADS & SERVICES

14.1 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.

Recommendation:

Report for information only.

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UNCONFIRMED MINUTES

14.2 NDRRA/QDRF REPORT

Executive Summary:

QRA22: Acquittal documentation for the final three (3) submissions has been lodged and payment of the final 10% is expected shortly. Submission 6 (Dunbar – Kowanyama Road REPA and Betterment) EOT has been approved by QRA until 30 June 2025.

QRA23: A total RV of approx. \$89.0million (construction budget of \$66.5million) has been approved with completion deadlines ranging from 30 June to 30 September 2025. With the anticipated rollovers of three (3) roads into the 2025 event, the remaining construction value is approximately \$14.4million with approximately 73% complete. Work commenced early to take advantage of the extended dry weather however significant wet weather has re-established and work is now on hold. Crews will remobilize as areas become accessible and sufficiently dry. The current QRA Cash Flow for road restoration/betterment is approximately \$15.3million in advance. The total QRA (including Mitchell River Bridge) cash flow is approximately \$33.7million in advance.

QRA24: Carpentaria Shire Council was activated for REPA, Emergency Works and CDO relief measures on 29 December 2023 in response to the Tropical Cyclone Jasper event. All five (5) QRA24 REPA submissions have been approved and the pre-payments (totaling approx. \$15.6million) have been received by Council. Betterment Submissions have been lodged on QRA MARS system which include realignment, sealing and floodway upgrades on Normanton – Burketown Road and Dunbar – Koolatah Road. The estimated RV for all QRA24 REPA and Betterment submissions will be approx. \$68.2million (construction budget of \$50.7million). Construction of QRA24 scope will commence shortly with QRA23 scope being prioritised to ensure deadlines are met. All approved QRA24 submissions have a completion deadline of 30 June 2026.

QRA25: Carpentaria Shire Council was activated for REPA, Emergency Works and CDO relief measures on 10 February 2025 in response to the North and Far North Tropical Low flooding. Damage pickup and Emergency Works have commenced on roads that are accessible and will continue in the upcoming months as areas of the Shire become accessible.

RRUPP: Construction of the two (2) approved projects have been completed and have been lodged for acquittal.

OTHER: Normanton to Burketown Road Betterment Project (RV Approx. 8.6million) has been completed and acquittal documentation is currently being prepared. Mitchell River Crossing Investigation project has been fully acquitted, and Council has received the final payment.

Recommendation:

For Information Only.

ATTENDANCE:

The Consultant Engineer left the meeting room at **3:00pm**.

UNCONFIRMED MINUTES

14.3 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 throughout March 2024.

The following items of interest are presented in further detail within the report:

- Total treated water consumption (Normanton and Karumba) was 63.8ML for the month of March.
- Nine (9) eOne pump replacements occurred for the month of March.
- Two burst water mains in Karumba repaired
- New flow meter installed at Karumba water reservoir

Recommendation:

That Council receive and note for information the Water and Waste Monthly Report for March 2025.

ATTENDANCE:

The Manager Water and Waste left the meeting room at **3:15pm**.

14.4 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 March 2025.

Recommendation:

For Information Only.

ADJOURNMENT:

The meeting adjourned for afternoon tea at **3:18pm**

The meeting resumed at **3:35pm**.

UNCONFIRMED MINUTES

15 GENERAL BUSINESS

Slashing on Old Croydon Road

Councillor Schafer raised a query regarding the slashing and maintenance of Old Croydon Road. The Director of Engineering to investigation and follow-up.

Management Plans

Councillor Schafer requested that a six-monthly progress report on Master Plans be provided. This item is to be included in the upcoming Operational Plan Workshop agenda.

Rodeo Banner

Councillor Schafer asked if the rodeo banner can be displayed on the verandah of the Council office.

Trucks at Truck Stop

Councillor Schafer queried the progress of removal of trucks
The Chief Operating Officer to investigate.

Bins at Critters Camp

Councillor Schafer queried the bins at Critters Camp.
The Director of Engineering informed that bins have been delivered.

Register of Preferred Suppliers – Dry Hire

Councillor Schafer asked if the dry hire arrangement for two years will be re-tendered.

Normanton Childcare

Councillor Schafer asked whether it was possible for Astute to send staff to assist when there is a staff shortage at the Normanton Childcare.

Median Strips

Councillor O'Brien asked whether the median strips could be watered.
The Director of Engineering will monitor the situation.

UNCONFIRMED MINUTES

Carpark at QCWA Park

Councillor O'Brien informed the meeting that the QCWA carpark requires grading. The Director of Engineering will investigate the matter.

Plans for the Seawall

Councillor O'Brien asked if the Seawall Plans could be uploaded to Council's social media channels.

CCTV – Pensioner Units

Councillor O'Brien asked whether Council would consider installing CCTV at the Pensioner Units.
The Mayor suggested the installation of CrimSafe units as an alternative or additional safety measure.

Flood Levels for Town Plan

Councillor Murphy requested information regarding flood levels for the Town Plan. The Director of Engineering to follow up.

Biosecurity Officer Advocacy

Councillor Murphy raised the need for advocacy regarding the appointment or support of a Biosecurity Officer.

Bollards under Shade Structure

Councillor Bawden advised that a request has been received for bollards to be installed under the shade structure on Landsborough Street.
The Director of Engineering to investigate.

UNCONFIRMED MINUTES

16 CLOSURE OF MEETING

*The Chair of the meeting, Cr Lyall Bawden, Mayor, declared the meeting closed at **3:50pm**.*

MINUTES CERTIFICATE

These Minutes are Unconfirmed.

...../...../.....
Councillor LV Bawden	Date
Mayor	