



CARPENTARIA SHIRE

Outback by the Sea

ORDINARY MEETING

MINUTES

07 DECEMBER, 2016

CONFIRMED MINUTES

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CONFIRMED MINUTES

1 OPENING OF MEETING

The Mayor welcomed members and declared the meeting open at 9.13am.

2 RECORD OF ATTENDANCE

Councillors

Mayor: Cr LV Bawden
Members: Cr AT Gallagher; Cr JD Beard; Cr BJ Hawkins; Cr AM Murphy;
Cr PF Wells; Cr JC Young.

Staff

Interim Chief Executive Officer Mr Bob Holmes
Director of Engineering Mr John Teague
Director Corporate Services Mr Oliver Pring
Executive Assistant Ms Angeline Pascoe.

3 CONDOLENCES

Nil.

4 CONFIRMATION OF MINUTES FROM PREVIOUS MEETINGS

Confirmation of Minutes from the Ordinary Council Meeting held 16 November 2016, as previously circulated to councillors.

COUNCIL RESOLUTION

Moved Cr Gallagher

Seconded Cr Murphy

That the Minutes of the Ordinary Council Meeting held 16 November 2016 be confirmed.

CARRIED

Resolution No. 1216/001

5 BUSINESS ARISING FROM PREVIOUS MEETINGS

Nil.

CONFIRMED MINUTES

6 DEPUTATIONS

Nil.

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CONFIRMED MINUTES

7 REPORTS FROM DIRECTOR OF ENGINEERING - ROADS & SERVICES

7.1 WORKS REPORT - DECEMBER 2016

Executive Summary:

The following report provides a summary of the works undertaken in the previous month, along with works in progress.

COUNCIL RESOLUTION

Moved Cr Beard

Seconded Cr Young

That Council accept the report as presented.

CARRIED

Resolution No. 1216/002

7.2 NDRRA REPORT - DECEMBER 2016

Executive Summary:

QRA 2014 restoration work is now complete and all close out reports submitted to QRA with a number of audits currently in progress.

QRA 2016 inspections and damage records have been complete for all Council and State Controlled Roads. Submission 1 (Principal Roads) and Submission 2 (associated access roads) have been approved with an overall program budget of approximately \$33million. Submission 3 (Southern Rural Roads) "in-field assessment" has been completed with the adjustments re-submitted and awaiting final approval. Submission 4 (Northern Roads) has been submitted with the infield assessment proposed early December.

Construction is now winding down for the wet season.

TMR 2016 damage submission has been submitted to TMR for final approval including improved gravel material however there has been no formal response at this stage.

CONFIRMED MINUTES

COUNCIL RESOLUTION

Moved Cr Beard

Seconded Cr Wells

That Council accept the report as presented.

CARRIED

Resolution No. 1216/003

MOTION

COUNCIL RESOLUTION

Moved Cr Bawden

Seconded Cr Beard

That Council adjourn the meeting to hold discussions with Robbie Katter MP Member for Mount Isa.

CARRIED

Resolution No. 1216/004

The meeting resumed at 11.20am.

7.3 DTMR WORKS - DECEMBER 2016

Executive Summary:

This report provides a brief update on Council's current Department of Transport and Main Roads (DTMR) contract works.

COUNCIL RESOLUTION

Moved Cr Murphy

Seconded Cr Hawkins

That Council accept the report as presented.

CARRIED

Resolution No. 1216/005

PERCEIVED CONFLICT OF INTEREST: **11:22am** Councillor Ashley Gallagher declared a perceived conflict of interest in the discussions regarding the Glenore Weir and left the meeting. Cr Gallagher's parents are landowners of the parcel of land to be fenced.

CONFIRMED MINUTES

7.4 GLENORE WEIR REPORT - DECEMBER 2016

Executive Summary:

This report provides an update on the progress of the construction contract for the Glenore Weir Upgrade project as prepared by the Superintendent Blake Haslam from PDR Engineers and a request for fencing the road frontage only for the land acquired on the eastern side of the Norman River.

COUNCIL RESOLUTION

Moved Cr Young

Seconded Cr Hawkins

That Council:

- 1. accept the report as presented, and*
- 2. not approve the request for only fencing of 326.3 metres along the Gulf Developmental Road being the frontage of Lot 5 on SP280675.*

CARRIED

Resolution No. 1216/006

ATTENDANCE 11:55am Councillor Ashley Gallagher returned to the meeting.
The Engineer – Roads, Mr Travis Mitchell entered the meeting.

PERCEIVED CONFLICT OF INTEREST: 11:58am Councillor Bradley Hawkins and Councillor Peter Wells declared a perceived conflict of interest in Agenda item 7.5 as they both are contractors who may be submitting a tender on this matter.

Councillor Hawkins did not participate in the discussions or vote and left the meeting.

Councillor Wells did not participate in the discussions or vote and left the meeting.

ADJOURNMENT: 12.30pm – 1. The Mayor adjourned the meeting for lunch.
Staff were invited to have lunch with Councillors. Upon resumption all members were present with the exception of Councillor Hawkins and Councillor Wells who remained outside of the meeting.

CONFIRMED MINUTES

7.5 2017 CONSTRUCTION SEASON HIRE OF PLANT AND EQUIPMENT TENDER (16/0445-16/0456)

Executive Summary:

The Tender Documents for the 2017 Construction Season Plant and Equipment Hire (Tenders 16/0445–16/0456) have been updated and submitted to Council for review.

COUNCIL RESOLUTION

Moved Cr Murphy

Seconded Cr Young

That Council:

- 1. adopt the Hire of Plant and Equipment (2017) tender; and*
- 2. adopt the updated Plant Hire Policy*

CARRIED

Resolution No. 1216/007

ATTENDANCE 2:20pm The Engineer - Roads left the meeting.
Councillor Bradley Hawkins and Councillor Peter Wells returned to the meeting.

7.6 BUILDING AND PLANNING REPORT DECEMBER 2016

The report is to advise Council of relevant planning and building activities within the Shire for the month of November 2016.

Background:

Planning Applications Received

Nil.

Planning Applications Approved

Nil.

CONFIRMED MINUTES

Building Applications Received

Nil.

Building Permits Issued

DA No.	Address	Application Type	Value
I/1632	Brown and Simpson Streets, Normanton	6 x Transportable Buildings	\$226,000
I/1633	35 Henry Street, Karumba	Skillion Carport	\$11,000

Applications pending waiting on further information (Applicants advised)

Nil.

COUNCIL RESOLUTION

Moved Cr Gallagher

Seconded Cr Beard

That Council note and accept the content of the report as presented.

CARRIED

Resolution No. 1216/008

7.7 WATER AND WASTEWATER REPORT - DECEMBER 2016

Executive Summary:

The purpose of this report is to provide Council with town water and wastewater supply, usage and quality information to assist in ensuring that the water and wastewater are appropriately managed.

CONFIRMED MINUTES

COUNCIL RESOLUTION

Moved Cr Gallagher

Seconded Cr Hawkins

That Council accepts and notes the water and wastewater status report as presented for the period ending 30 November 2016.

CARRIED

Resolution No. 1216/009

7.8 NORTH WEST QLD REGIONAL ROADS & TRANSPORT GROUP MEETING

Executive Summary:

A meeting of the North West Queensland Regional Roads and Transport Group was held in Hughenden 25 November 2016 and the draft minutes of that meeting and the 2017/18 to 2020/21 Works Program are now submitted for the Council's information.

COUNCIL RESOLUTION

Moved Cr Young

Seconded Cr Beard

That Council note the contents of the minutes of the North West Queensland Regional Roads & Transport Group meeting held 25 November 2016 and the NWQRRTG 2017/18 – 2020/21 Works Program.

CARRIED

Resolution No. 1216/010

CONFIRMED MINUTES

GENERAL BUSINESS – DIRECTOR OF ENGINEERING

- | | |
|-------------------|---|
| Councillor Murphy | Queried the potholes at the Normanton Boat Ramp
<i>The Director of Engineering informed that these were scheduled to be repaired.</i> |
| Councillor Beard | Queried the testing of the gravel at the Mitchell.
<i>The Director of Engineering informed that a desk top review had been undertaken and the next step was to undertake coring of applicable areas.</i> |
| Councillor Young | Queried the shade for the Karumba Pool.
<i>The Director of Engineering informed awaiting feedback on design of footings on shade for pool.</i> |

ATTENDANCE: 2.54pm The Director of Engineering left the meeting.

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CONFIRMED MINUTES

8 REPORTS FROM THE CHIEF EXECUTIVE OFFICER

8.1 PROCUREMENT POLICY

Executive Summary:

In recent discussions with the Mayor and Councillors, it was identified that the Council's Procurement Policy and associated policies be reviewed. Attached to this report are copies of the following:

- a) Draft Procurement Policy;
- b) Draft Local Preference Policy; and
- c) Draft Assets Disposal Policy.

COUNCIL RESOLUTION

Moved Cr Beard

Seconded Cr Young

That Council the following policies be adopted as presented and/or amended at this meeting:

- a) ***Draft Procurement Policy;***
- b) ***Draft Local Preference Policy; and***
- c) ***Draft Asset Disposal Policy.***

CARRIED

Resolution No. 1216/011

CONFIRMED MINUTES

8.2 NORMANTON BURKETOWN ROAD (SAVANNAH WAY AND HIGHWAY 1)

Executive Summary:

At the Regional Roads Group meeting held in Hughenden 25 November 2016, the matter of the status and classification of the Normanton Burketown Road was raised with a view to maximizing federal Government commitment to upgrading the link. It was suggested at the RRG that Both Carpentaria and Burke Shire Councils needed to establish a position on this matter following consideration of any benefits, etc. The matter is now listed for consideration.

COUNCIL RESOLUTION

Moved Cr Young

Seconded Cr Wells

- 1. That Council advise that having regard for all associated factors, it is of the opinion that it should maintain control of the relevant sections of the Normanton Burketown Road.***
- 2. That Council advise Burke Shire Council of its position on this matter.***

CARRIED

Resolution No. 1216/012

8.3 COUNCILLOR REMUNERATION

Executive Summary:

At the Council meeting held 20 January 2016, the Council resolved to accept the Local Government Remuneration and Discipline Tribunal's determination with effect from 1 July 2016 and it was also noted that from 1 July 2016 the payment arrangements would be a two-thirds – one third split. The payment arrangement has not been reflected in the Councillor Remuneration Policy and it is now submitted for the Council's adoption.

COUNCIL RESOLUTION

Moved Cr Gallagher

Seconded Cr Hawkins

That Council adopt the revised Councillor Remuneration Policy as presented.

CARRIED

Resolution No. 1216/013

CONFIRMED MINUTES

8.4 DELEGATIONS TO THE CHIEF EXECUTIVE OFFICER

Executive Summary:

A partial review of the delegations has been undertaken with a view of ensuring that Council has in place appropriate delegations which reflect Council's operations. Delegations provide efficiency in day to day decision making for operational matters. Any decision which requires Council to decide a matter by resolution (and is not delegable) is expressly excluded from delegable powers.

Under s257 of the *Local Government Act 2009* delegations to the Chief Executive Officer must be reviewed annually. This process has commenced and a section of the delegations was presented for Council's consideration.

COUNCIL RESOLUTION

Moved Cr Murphy

Seconded Cr Hawkins

That Council in accordance with s257 of the Local Government Act and Limitations as per clause 13 of the report presented endorse the delegations as presented and/or amended at this meeting for the following legislation:

- ***Disaster Management Act 2003***
- ***Disaster Management Regulation 2014***
- ***Local Government Act 2009***
- ***Local Government Regulation 2012***

CARRIED

Resolution No. 1216/014

RECESS: 4.00pm – 4.11pm The Mayor called a recess for afternoon tea.

CONFIRMED MINUTES

8.5 COUNCIL COMMITTEE MEMBERSHIP

Executive Summary:

Cr Murphy has indicated a desire to be involved in a number of Council Committees and the Council's endorsement of his membership is sought.

COUNCIL RESOLUTION

Moved Cr Beard

Seconded Cr Gallagher

That Council endorse Cr Andrew Murphy as a member of the following Committees:

- ***Local Health Committee;***
- ***Normanton Heritage Precinct Steering Committee; and***
- ***Regional Arts Development Fund (RADF).***

CARRIED

Resolution No. 1216/015

ATTENDANCE: 4.15pm The Manager Human Resources, Mrs Lisa Ruyg entered the meeting.

8.6 EXPIRATION OF ADMINISTRATIVE AGREEMENT

Executive Summary:

This report requests Council to consider a proposal for an interim staff pay increase and the continuation of the current Administrative Agreement for a period of 12 months.

COUNCIL RESOLUTION

Moved Cr Wells

Seconded Cr Beard

That Council resolve to grant staff a general pay increase of 2%, to be absorbed into any future wage increases, and to continue the current Administrative Agreement for a period of 12 months.

CARRIED

Resolution No. 1216/016

ATTENDANCE: 4.32pm The Manager Human Resources left the meeting.

CONFIRMED MINUTES

8.7 GULF CHRONICLE UPDATE

Executive Summary:

This report is to inform Council on the current investigations with regard to the Gulf Chronicle. Council has been trying to facilitate discussions with a view to encouraging another person or group to take on the production of the Gulf Chronicle newspaper for our communities.

COUNCIL RESOLUTION

Moved Cr Beard

Seconded Cr Young

That Council develop and distribute a Council newsletter with a view to keeping the community informed of Council activities.

CARRIED

Resolution No. 1216/017

8.8 NORTH WEST QUEENSLAND REGIONAL ORGANISATION OF COUNCILS

Executive Summary:

A meeting of the North West Queensland Regional Organisation of Councils was held in Hughenden 24 November 2016 and the draft minutes of that meeting are now submitted for the Council's information.

COUNCIL RESOLUTION

Moved Cr Gallagher

Seconded Cr Murphy

That Council note the contents of the minutes of the North West Queensland Regional Organisation of Councils meeting held 24 November 2016.

CARRIED

Resolution No. 1216/018

CONFIRMED MINUTES

9 REPORTS FROM DIRECTOR OF CORPORATE & COMMUNITY SERVICES

9.1 MONTHLY FINANCIAL REPORT - NOVEMBER 2016

Executive Summary:

The Monthly Financial Report has been prepared for the period ending 30 November 2016. The Background section provides a summary of major variances and points to note.

COUNCIL RESOLUTION

Moved Cr Beard

Seconded Cr Wells

That Council accepts the following reports for the period ending 30 November 2016 as presented:

- ***Income Statement***
- ***Statement of Financial Position***
- ***Statement of Cash Flow***
- ***30 Day Cash Flow Estimate***
- ***Accounts Summary***
- ***Consolidated Performance Report***

CARRIED

Resolution No. 1216/019

9.2 COMMUNITY DEVELOPMENT

Executive Summary:

This report provides information and updates to Council on various activities and programs that are facilitated within the Community, Cultural Services and Economic Development portfolio of Council.

CONFIRMED MINUTES

COUNCIL RESOLUTION

Moved Cr Murphy

Seconded Cr Gallagher

That Council:

1. ***accepts the report as presented.***
2. ***that Council advise PCYC that their hours of pool operations over the Christmas/New Year period be the same as the Karumba pool.***
3. ***That Council approves the request for the usage of the Karumba Sport Centre for the Vacation Care program for the current school vacation period.***
4. ***That Council approves the naming of the Normanton Gym 'Mintarbullu Gym.'***

CARRIED

Resolution No. 1216/020

GENERAL BUSINESS – CORPORATE SERVICES

Director Corporate Services

Christmas lights competition

Councillor Gallagher

Informed of the following raised at the Interagency meeting:

- North West Remote Health medical records requires authorisation from clients to retain.
- RFDS services
- Disability Services
- Probation and Parole services only here on court week.

Council to contact Bob Katter.

MICRA placing university students in Normanton for 18-20 weeks.

Request for sponsorship for high school rodeo being held on 17 December 2016.

CONFIRMED MINUTES

MOTION

COUNCIL RESOLUTION

Moved Cr Beard

Seconded Cr Young

That Council puts forward bronze sponsorship of \$250 towards the high school rodeo being held on 17 December 2016.

CARRIED

Resolution No. 1216/021

ATTENDANCE 6:00pm Councillor Andrew Murphy excused himself and left the meeting.

Councillor Gallagher

Queried the accreditation for the pool.
The Director Corporate Services to follow up.

Contracts on the website and the need to report those contracts in excess of \$200,000.

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CONFIRMED MINUTES

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 Beard

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

10.1 Les Wilson Barramundi Discovery Centre

This item is classified CONFIDENTIAL under the provisions of clause 275(1)(e) of the Local Government Regulation 2012, which permits the meeting to be closed to the public for business relating to contracts proposed to be made by it.

10.2 Rates Based Financial Assistance

This item is classified CONFIDENTIAL under the provisions of clause 275(1)(d) of the Local Government Regulation 2012, which permits the meeting to be closed to the public for business relating to rating concessions.

10.3 PCYC Funding

This item is classified CONFIDENTIAL under the provisions of clause 275(1)(e) of the Local Government Regulation 2012, which permits the meeting to be closed to the public for business relating to contracts proposed to be made by it.:

CARRIED

Resolution No. 1216/022

CONFIRMED MINUTES

MOTION

COUNCIL RESOLUTION

Moved Cr Beard

Seconded Cr Young

That Council open the meeting to the public.

CARRIED

Resolution No. 1216/023

10.1 LES WILSON BARRAMUNDI DISCOVERY CENTRE

Executive Summary:

At its meeting held 12 October 2016, the Council considered a report on the tenders received for the Les Wilson Barramundi Discovery Centre; however, as it was awaiting further information in relation to funding, it resolved to hold over further consideration of this matter to this meeting. The report on tenders received is submitted for consideration of awarding the construction contract.

COUNCIL RESOLUTION

Moved Cr Young

Seconded Cr Beard

- 1. That Council approve the tender received for the construction of the Les Wilson Barramundi Development Building submitted by Wren Constructions Pty Ltd of Yappar Street, Karumba for the amount of \$ 4,620,00.00) (Four million six hundred and twenty thousand dollars). including GST.***
- 2. That Council note the information respect of the successful funding application under the Local Government Grants and Subsidies Program.***
- 3. That Council endorse the funding application submitted under the Tourism Demand Driver Infrastructure Fund as outlined in this report.***

CARRIED

Resolution No. 1216/024

Councillor Ashley Gallagher declared a conflict of interest in the following item as he is a committee member of the Normanton Rodeo Association. Cr Gallagher stated that he was able to discuss the issue and vote in the public interest.

Cr Gallagher voted in favour of the recommendation.

CONFIRMED MINUTES

10.2 RATES BASED FINANCIAL ASSISTANCE

Executive Summary:

Council has received two applications for the provision of rates based financial assistance to not for profit recreation, sporting and community groups.

COUNCIL RESOLUTION

Moved Cr Beard

Seconded Cr Wells

Council approves the provision of rates based financial assistance to the;

- 1. Karumba Children's Centre for \$1,563.87, and;***
- 2. Normanton Rodeo Association for \$671.06***

CARRIED

Resolution No. 1216/025

10.3 PCYC FUNDING

Executive Summary:

This report seeks Council's support for the continued arrangement between Council and Police and Citizens Youth Club (PCYC) in PCYC continuing to manage the Normanton Sports Centre Facility and seek to maximise the utilisation of the centre and associated facilities.

COUNCIL RESOLUTION

Moved Cr Gallagher

Seconded Cr Hawkins

That Council approves a further extension of three (3) years with the maximum reimbursable contact amount set at \$280,000 per annum. With any variations to be provided to Council for consideration.

CARRIED

Resolution No. 1216/026

CONFIRMED MINUTES

11 GENERAL BUSINESS

Nil.

12 CLOSURE OF MEETING

The Chair of the meeting, Cr Lyall Bawden, Mayor, declared the meeting closed at 6.30pm.

MINUTES CERTIFICATE

These Minutes are Confirmed

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