



CARPENTARIA SHIRE
Outback by the Sea

ORDINARY MEETING
MINUTES

26 FEBRUARY, 2020

CONFIRMED MINUTES

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CONFIRMED MINUTES

1 OPENING OF MEETING

The Mayor welcomed members and declared the meeting open at **9:08am**.

2 RECORD OF ATTENDANCE

Councillors

Cr LV Bawden	Mayor
Cr JC Young	Deputy Mayor
Cr AT Gallagher	
Cr JD Beard	
Cr BJ Hawkins	
Cr AM Murphy	
Cr PF Wells	

Staff

Mr Mark Crawley	Chief Executive Officer
Ms Angeline Pascoe	Executive Assistant
Mr Justin Hancock	Director Corporate Services
Mrs Jessica Hancock	Media, Grants and Communications Officer
Mr Michael Wanrooy	Director of Engineering
Ms Crystal Ploenges	Community Development Officer

The following officers attended the meeting as indicated in the minutes

Mrs Lisa Ruyg	Manager Human Resources
Ms Verena Olesch	General Manager - Tourism
Mr Ben Hill	Manager Water & Waste
Mrs Cherie Schafer	Manager Economic and Community Development

3 CONDOLENCES

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

- ❖ Miss Jane Wilson

Mrs Deanne Parry sat in the public gallery.

CONFIRMED MINUTES

4 CONFIRMATION OF MINUTES FROM PREVIOUS MEETINGS

Confirmation of Minutes from the Ordinary Council Meeting held 15 January 2020, as previously circulated to councillors.

COUNCIL RESOLUTION

Moved Cr Beard

Seconded Cr Murphy

That the Minutes of the Ordinary Council Meeting held 15 January 2020 be confirmed.

CARRIED 7/0

Resolution No. 0220/001

Confirmation of Minutes from the Special Council Meeting held 04 February 2020, as previously circulated to councillors.

COUNCIL RESOLUTION

Moved Cr Murphy

Seconded Cr Hawkins

That the Minutes of the Special Council Meeting held 04 February 2020 be confirmed.

CARRIED 7/0

Resolution No. 0220/002

5 BUSINESS ARISING FROM PREVIOUS MEETINGS

Craig Mostyn Sign

Cr Beard queried the progress on the Craig Mostyn sign.

A copy of the former sign to be sent through.

6 RECEPTION OF PETITIONS & DEPUTATIONS

10:15am Derek Lord from Normanton Refuellers will be attending the meeting to discuss a Proposal for Karumba Fuel supplies.

7 MAYORAL MINUTES

Nil.

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 Young

Seconded Cr Beard

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 Request for Administration Charges

This item is classified CONFIDENTIAL under the provisions of clause 275(1)(h) of the Local Government Regulation 2012, which permits the meeting to be closed to the public for business relating to business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage.

CARRIED 7/0

Resolution No. 0220/003

CLOSURE OF MEETING:

The meeting was closed to the public at 9:15am

COUNCIL RESOLUTION

Moved Cr Gallagher

Seconded Cr Young

That Council open the meeting to the public

CARRIED 7/0

Resolution No. 0220/004

REOPENING OF MEETING:

The meeting was reopened to the public at 9:18am.

CONFIRMED MINUTES

8.1 REQUEST FOR ADMINISTRATION CHARGES

Executive Summary:

A request has been received from Kukatj Aboriginal Corporation for consideration of Administration Fees on accounts from July 2019 to January 2020.

COUNCIL RESOLUTION

Moved Cr Wells

Seconded Cr Young

That Council advise that the payments for monitoring works during the period mentioned have been processed and paid in accordance with the Council Policy at the time of payment.

CARRIED 7/0

Resolution No. 0220/005

Action: Inform applicant that payments for monitoring works during period mentioned have been processed and paid in accordance with Council policy at time of payment.

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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 Gallagher

Seconded Cr Wells

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. 0220/006

9.2 SUBMISSION FOR STATE GOVERNMENT BUDGET

Executive Summary:

Sourcing funding for the development of a 5 Year Youth Strategy for the Carpentaria Shire and funding for the implementation of same from the State Government.

COUNCIL RESOLUTION

Moved Cr Beard

Seconded Cr Hawkins

That Council confirm and endorse the actions of the Chief Executive Officer in sourcing a consultant to assist with the compilation of a submission to the State Government for funding for the development of a 5 Year Youth Strategy and funds to ensure its successful implementation.

CARRIED 7/0

Resolution No. 0220/007

ATTENDANCE:

The Community Development Officer left the meeting room at 9:33am.
The Chief Executive Officer left the meeting room at 9:33am and returned at 9:35am.
The Manager Human Resources entered the meeting room at 9:35am.
The Community Development Officer re-entered the meeting room at 9:35am.

CONFIRMED MINUTES

9.3 HUMAN RESOURCES REPORT

Executive Summary:

This report provides information on the progress of SAFEPLAN, Council's safety management system, and an update on the progress of the Certified Agreement 2019.

COUNCIL RESOLUTION

Moved Cr Murphy

Seconded Cr Gallagher

That Council accepts the Human Resources Report for information.

CARRIED 7/0

Resolution No. 0220/008

ATTENDANCE:

The Manager Human Resources left the meeting room at 9:40am.

9.4 TOURISM REPORT - DECEMBER 2019

Executive Summary:

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

COUNCIL RESOLUTION

Moved Cr Young

Seconded Cr Beard

That Council:

- 1. receive the Tourism Report;*
- 2. that those matters not covered by resolution be noted; and*
- 3. approve the Virtual Reality concept and investment of \$6k.*

CARRIED 7/0

Resolution No. 0220/009

RECESS:

The meeting adjourned for morning tea at 9:55am.

The meeting resumed at 10:24am.

PRESENTATION:

Mr Derek Lord from Normanton Refuellers attended the meeting at 10:24am.

Mr Lord informed Council that the purpose of his attendance was to discuss the Proposal for Karumba Fuel supplies.

CONFIRMED MINUTES

Mr Lord left the meeting at **10:39am**.

10 REPORTS FROM DIRECTOR OF CORPORATE & COMMUNITY SERVICES

10.1 DCS REPORT - JANUARY 2020

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 Beard

Seconded Cr Young

That Council:

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

CARRIED 7/0

Resolution No. 0220/010

10.2 MONTHLY FINANCIAL REPORT - JANUARY 2020

Executive Summary:

The Monthly Financial Report has been prepared for the period ending 31 January 2020.

COUNCIL RESOLUTION

Moved Cr Murphy

Seconded Cr Hawkins

That Council:

- 1. accepts the Monthly Financial Report for the period ending 31 January 2020 as presented; and***
- 2. that those matters not covered by resolution be noted.***

CARRIED 7/0

Resolution No. 0220/011

ATTENDANCE:

The Media Communications and Grants Officer left the meeting room at 10.55am.
The Media Communications and Grants Officer re-entered the meeting room at 10.58am.

CONFIRMED MINUTES

10.3 BUDGET 2020 REVIEW

Executive Summary:

This report presents the review of the 2019/2020 Budget for the Carpentaria Shire Council as part of the 2019/2020 budget process and presents the estimated actual expenses as at 30 June 2020.

COUNCIL RESOLUTION

Moved Cr Hawkins

Seconded Cr Gallagher

That Council:

- 1. note the information provided in this report; and*
- 2. mandate all Project Managers to include a monthly progress report to Council on all Capital Expenditures and Major Operational Expenditure, as part of Council budget process.*

CARRIED 7/0

Resolution No. 0220/012

10.4 INTERNAL AUDIT REPORT - CUSTOMER REQUEST & COMPLAINTS HANDLING REVIEW

Executive Summary:

Council is committed to continuous improvement within its business operations and recognises the importance of Internal Audit as an integral component of Council's corporate governance framework.

Council's independent Internal Auditors, Pacifica Chartered Accountants, utilises a risk management approach in delivering on projects detailed in Council's adopted annual internal audit plan.

COUNCIL RESOLUTION

Moved Cr Gallagher

Seconded Cr Young

That Council note and accept the Customer Request Management & Complaints Handling Report.

CARRIED 7/0

Resolution No. 0220/013

CONFIRMED MINUTES

10.5 ABORIGINAL CULTURAL HERITAGE POLICY

Executive Summary:

The *Aboriginal Cultural Heritage Act 2003* commenced in April 2004 and this legislation acknowledges the right for Aboriginal people to be involved in the recognition, protection and conservation of their cultural heritage.

A key feature of the legislation is the creation of a statutory duty of care which requires all reasonable and practical measures be taken to avoid damaging or destroying Aboriginal Cultural Heritage. The duty is placed on any person 'carrying out an activity' which includes local governments undertaking work on land or water.

This policy was established to provide procedures and protocols to ensure that Aboriginal Cultural Heritage is protected within Carpentaria Shire and to ensure Council discharges its duty of care under the legislation.

COUNCIL RESOLUTION

Moved Cr Gallagher

Seconded Cr Murphy

That Council adopt the Aboriginal Cultural Heritage Policy as presented.

CARRIED 7/0

Resolution No. 0220/014

Action: Update Policy Register – Aboriginal Cultural Heritage Policy.

10.6 ASSET DISPOSAL POLICY

Executive Summary:

Pursuant to the principles that underpin the Local Government Legislation, there are statutory requirements that Council is obliged to follow when disposing an asset that is no longer useful for Council operations or is surplus to requirements.

This policy has been developed in accordance with legislative requirements and provide Council staff with clear guidelines as to procedures to be followed through all stages of the asset disposal process.

COUNCIL RESOLUTION

Moved Cr Wells

Seconded Cr Young

That Council adopts the Asset Disposal Policy as presented.

CARRIED 7/0

Resolution No. 0220/015

Action: Update Policy Register – Asset Disposal Policy.

CONFIRMED MINUTES

10.7 CONFIDENTIAL INFORMATION POLICY

Executive Summary:

To maintain public confidence in Council, it is imperative that both Councillors and staff respect confidential information that may come to their attention whilst undertaking their normal duties. Although local governments will endeavour to inform the public of matters under consideration and reasons for Council determinations, there is legislative requirement that Councillors and staff are to prevent the unnecessary disclosure of confidential information.

Release of confidential information, which is not required under law, has the potential to harm, prejudice or compromise the interests of Council or an external party or enable an external party to gain a financial advantage.

The revised Confidential Information Policy has been developed to assist Councillors and staff to fully understand their obligations when dealing with confidential information.

COUNCIL RESOLUTION

Moved Cr Beard

Seconded Cr Young

That Council adopts the Confidential Information Policy.

CARRIED 7/0

Resolution No. 0220/016

Action: Update Policy Register – Confidential Information Policy.

10.8 FRAUD AND CORRUPTION PREVENTION POLICY

Executive Summary:

The Fraud and Corruption Prevention Policy and the Fraud and Corruption Control Plan provides the necessary tools and systems to prevent, detect, respond to and report fraud and corruption within the workplace.

COUNCIL RESOLUTION

Moved Cr Wells

Seconded Cr Hawkins

That Council adopts the Fraud and Corruption Prevention Policy and the Fraud and Corruption Control Plan as presented.

CARRIED 7/0

Resolution No. 0220/017

Action: Update Policy Register – Fraud and Corruption Prevention Policy and Fraud and Corruption Control Plan.

CONFIRMED MINUTES

10.9 INTERNAL AUDIT POLICY AND CHARTER

Executive Summary:

Section 105 of the *Local Government Act 2009* and Section 207 of the *Local Government Regulation 2012* details the responsibilities that each local government has to implement an efficient and effective internal audit function.

Internal Auditing is an independent and objective assurance and consulting function designed to assist Council in reviewing and optimising performance with regards to internal controls, processes and procedures utilised in Council operations. Ultimately this will lead to enhanced service delivery and timely achievement of Council's corporate goals and objectives.

COUNCIL RESOLUTION

Moved Cr Murphy

Seconded Cr Beard

That Council adopts the Internal Audit Policy and Internal Audit Charter as presented.

CARRIED 7/0

Resolution No. 0220/018

Action: Update Policy Register – Internal Audit Policy and Charter.

10.10 RISK MANAGEMENT POLICY AND GUIDELINES

Executive Summary:

Council recognises and acknowledges that as a public authority it is exposed to a wide variety of risks that, if not identified and appropriately managed, could adversely impact on the organisation achieving its strategic goals and objectives.

The Risk Management Policy and Risk Management Guidelines presented for adoption establishes the necessary framework for Council to implement sound and best practice risk management activities into Council's operations.

COUNCIL RESOLUTION

Moved Cr Young

Seconded Cr Bawden

That Council adopts the Risk Management Policy and Risk Management Guidelines as presented.

CARRIED 7/0

Resolution No. 0220/019

Action: Update Policy Register – Risk Management Policy and Risk Management Guidelines.

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10.11 APPROVAL TO KEEP ANIMAL - MORE THAN TWO DOGS - HOLLAND

Executive Summary:

The purpose of *Subordinate Local Law No. 2 (Animal Management) 2015* local law is to supplement Local Law No. 2 (Animal Management) 2015, which provides for regulation of the keeping and control of animals within the local government's area.

COUNCIL RESOLUTION

Moved Cr Young

Seconded Cr Wells

That Council accept and approve the application to keep more than two (2) dogs for the property located at 48A Green Street, Normanton (L102 N14851).

CARRIED 7/0

Resolution No. 0220/020

Action: Inform application that application is approved.

DECLARATION OF INTEREST:

Cr Bawden declared a material personal interest in relation to discussions on the Goods Issue Book review. (Item 10.12)

"I declare that I have a material personal interest in this matter (as defined by Local Government Act 2009, section 175D) as follows:-*

- a) *I stand to gain a benefit or suffer a loss depending on the outcome of Council's consideration of this matter.*
- b) *I stand to suffer a loss because I will need to outlay additional investment in my business as a result.*

I will be dealing with this material personal interest by leaving the meeting while this matter is discussed and voted on."

ATTENDANCE

Cr Bawden left the meeting room at 11:28am.

Cr Young assumed the role of Chair.

DECLARATION OF INTEREST:

Cr Wells declared a material personal interest in relation to discussions on the Goods Issue Book review. (Item 10.12)

"I declare that I have a material personal interest in this matter (as defined by Local Government Act 2009, section 175D) as follows:-*

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- a) *I stand to gain a benefit or suffer a loss depending on the outcome of Council's consideration of this matter.*
- b) *I stand to suffer a loss because I will need to outlay additional cost to my business as a result.*

I will be dealing with this material personal interest by leaving the meeting while this matter is discussed and voted on."

ATTENDANCE

Cr Wells left the meeting room at 11:28am.

DECLARATION OF INTEREST:

Cr Murphy declared a material personal interest in relation to discussions on the Goods Issue Book review. (Item 10.12)

"I declare that I have a material personal interest in this matter (as defined by Local Government Act 2009, section 175D) as follows:-*

- a) *I stand to gain a benefit or suffer a loss depending on the outcome of Council's consideration of this matter.*
- b) *I stand to suffer a loss because I will need to outlay additional costs to my business as a result.*

I will be dealing with this material personal interest by leaving the meeting while this matter is discussed and voted on."

ATTENDANCE:

Cr Murphy left the meeting room at 11:28am.

10.12 REPLACE GOODS ISSUE BOOKS & REVIEW COUNCIL'S CORPORATE CREDIT CARD POLICY
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Executive Summary:

Council wishes to explore options to replace the Goods Issue Book (GIB). In doing this, it was identified that Council's Corporate Credit Card Policy be reviewed as Council may need to increase its overall limit for Council's credit facility.

COUNCIL RESOLUTION

Moved Cr Gallagher

Seconded Cr Hawkins

<i>This item to lay on the table and be presented to Council following consultation with community business owners.</i>
--

CONFIRMED MINUTES

CARRIED 4/0

Resolution No. 0220/021

ATTENDANCE:

Cr Bawden, Cr Wells & Cr Murphy re-entered the meeting room at 11:41am.
Cr Bawden resumed the role of Chair.

10.13 PROCUREMENT POLICY

Executive Summary:

Council is committed to ensure all procurement activities undertaken by Council or on Council's behalf are completed with the highest levels of integrity, transparency and accountability.

Although there is a statutory obligation for Council to have a Procurement Policy, the community can have confidence that Council's procurement activities will be undertaken with equity and fairness based on the principles articulated within the policy.

Council's Procurement Policy is also strongly supported by its Local Preference Policy which was reviewed and adopted in November 2019.

COUNCIL RESOLUTION

Moved Cr Young

Seconded Cr Murphy

That Council adopts the Procurement Policy as presented.

CARRIED 7/0

Resolution No. 0220/022

Action: Update Policy Register – Procurement Policy.

ATTENDANCE:

The Director Corporate Services left the meeting room at 11:45am.

The Chief Executive Officer left the meeting room at 11:46am.

The Director Corporate Services re-entered the meeting room at 11:47am.

The Community Development Officer left the meeting room at 11:47pm

The Manager Economic Community Development entered the meeting room at 11:47am.

The Chief Executive Officer re-entered the meeting room at 11:49am.

The Community Development Officer re-entered the meeting room at 11:50pm.

CONFIRMED MINUTES

10.14 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.

COUNCIL RESOLUTION

Moved Cr Wells

Seconded Cr Young

That Council:

1. *receive the Community Development Report;*
2. *that those matters not covered by resolution be noted;*
3. *that members who do not follow gym rules receive two written warnings about their offence and the third time their membership is cancelled without refund;*
4. *decline the use of the cooling system in the Normanton Swimming Pool;*
5. *approve RADF local priorities for funding application;*
6. *approve the Grants Officer to source and submit a funding application sponsoring the Ladies Fitness program;*
7. *approves Normanton Stingers to donate the grandstands to Council under the condition that the grandstands be used for other events within the Shire;*
8. *approve Council's Grants Officer to source and submit a funding application to replace the Karumba Heritage signs; and*
9. *approves the NQ Athletics Club's request to upgrade the current long jump and install two cement shot put/discus circles on the Athletics side of the John Henry Memorial Oval at their cost.*

CARRIED 7/0

Resolution No. 0220/023

Action: Inform applicants of Council's decision and inform Gym members of Rules and consequence for not following.

GENERAL BUSINESS

N150 Bricks

The Manager Economic Community Development informed that the N150 Bricks will soon be laid.

ANZAC DAY – Karumba

The Manager Economic Community Development asked Council to reconsider the venue for ANZAC Day in Karumba.

CONFIRMED MINUTES

Annual Ball

The Manager Economic Community Development informed the meeting that this year's theme for the Ball is 'A Night at the Logies'. Discussions were held in regards to the following:

- Minutes of the committee meeting to be distributed
- Security around use of glass at the event
- Glass bottles (wine) to be determined by Committee

Action: Council agreed that the decision to utilise wine bottles for the event be left with the Committee to determine

ATTENDANCE:

The Community Development Officer left the meeting room at 12:29pm.

The Community Development Officer re-entered the meeting room at 12:33pm.

10.15 COMMUNITY DONATIONS AND SUPPORT

Executive Summary:

Council receives numerous requests for donations throughout the year. The applications listed in the recommendation are applications that have been received outside of the grant funding round.

COUNCIL RESOLUTION

Moved Cr Beard

Seconded Cr Hawkins

That Council approves the following requests for donation and support:

- 1. Approve the request from the Normanton Social Fishing Club for \$500 cash, table and chair trailer, printing of 300 black and white copies of the booklets and cleaning of the boat ramp.***
- 2. Not approved the request for a cash contribution but approve the hire of the tables and chair trailer and additional tables, chairs and bins for the Karumba State School P&C fete.***
- 3. Gulf United Junior Rugby NRL coach training – requests use of the oval for three days, tables and chairs.***
- 4. Approve the request from Gulf United Junior Rugby NRL for the use of the oval for registration day.***
- 5. Approve the request from Gulf United Junior Rugby NRL for the use of the oval twice a week for training days and once a week for game days.***

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6. *Approve the request from the Normanton Stingers Rugby League for the use of the oval twice a week for training days during the season.*
7. *Approve the request from the Normanton Stingers Rugby League for the use of the oval for the ladies try out day.*

CARRIED 7/0

Resolution No. 0220/024

Action: Inform applicants of Council's decision.

10.16 COMMUNITY GRANTS, DONATIONS AND SUPPORT POLICY

COUNCIL RESOLUTION

Moved Cr Young

Seconded Cr Gallagher

That Council:

1. *Adopts the Community Grants, Donations and Support Policy; and*
2. *Repeals the Low Interest Loans to Sporting Clubs Policy; and*
3. *Repeals the Community Grants, Donations and Support Guidelines.*

CARRIED 7/0

Resolution No. 0220/025

Action: Update Policy Register – Community Grants, Donations and Support Policy.

ATTENDANCE:

The Manager Economic Community Development left the meeting room at 12:38pm.

RECESS

The meeting adjourned for lunch at 12:38pm.

The meeting resumed at 1:14pm.

ATTENDANCE:

The Manager Water and Waste entered the meeting room at 1:17pm.

The Media Grants Communications Officer entered the meeting room at 1:29pm.

The Consultant Engineer entered the meeting room at 1:33pm.

CONFIRMED MINUTES

10.17 COMMUNITY DEVELOPMENT - DISASTER RECOVERY REPORT

Executive Summary:

This report provides information and updates to Council on various activities and programs that are facilitated by the Community Disaster Recovery Officer.

COUNCIL RESOLUTION

Moved Cr Murphy

Seconded Cr Beard

That Council:

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

CARRIED 7/0

Resolution No. 0220/026

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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 Beard

Seconded Cr Gallagher

That Council:

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

CARRIED 7/0

Resolution No. 0220/027

GENERAL BUSINESS

Roadworks near Glenore

Cr Beard queried the progress of roadworks near Glenore.

The Director of Engineering informed that Transport and Main Roads were reviewing the cost breakdown for the project and will advise.

Depth Markers

Cr Beard informed that the depth markers at some floodways' are not accurate and will need to be re-levelled.

ATTENDANCE:

The Manager Water and Waste left the meeting room at 2:18pm.

The Director Corporate Services left the meeting room at 2:23pm.

Councillor Murphy left the meeting room at 2:27pm and re-entered at 2:28pm.

CONFIRMED MINUTES

11.2 NDRRA/QDRF REPORT

Executive Summary:

QRA17 REPA acquittal process (including audits and inspections) has been completed.

QRA18 REPA is currently 97% complete with only minor roads remaining to be constructed prior to the June 30, 2020 deadline.

QRA19 EW has been acquitted and \$4,291,987.61 reimbursed to Council.

QRA19 REPA submissions (1, 2 & 3 approved - 4 & 5 approval in principal) have a total estimated RV in excess of \$60million. Submission 6 (town streets, flood gauges and the Mitchell River Crossing) has been submitted to QRA and is awaiting feedback.

QRA20 has been activated for CDO, EW and REPA.

QRA have approved four (4) Betterment projects with a further nine (9) under consideration.

TMR19 EW (\$3.7million) has been approved in full and paid to Council.

TMR18 and TMR19 REPA works are expected to be constructed in 2020.

TMR19 Betterment contract for 89B (\$5.5million) has been awarded to Council for construction in 2020.

The 2020 Plant Hire Tender has been assessed and a request for information sent to tenderers who had a minor non-conformance.

COUNCIL RESOLUTION

Moved Cr Young

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 7/0

Resolution No. 0220/028

ATTENDANCE:

The Director Corporate Services entered the meeting room at 2:34pm.

CONFIRMED MINUTES

11.3 WATER AND WASTE REPORT – JANUARY 2020

Executive Summary:

The report is to advise Council on the operations of the Normanton Water Treatment Plant (WTP), Karumba Sewage Treatment Plant (STP) and Normanton STP for the month of January 2020.

COUNCIL RESOLUTION

Moved Cr Beard

Seconded Cr Hawkins

That Council:

- 1. accepts the Water and Wastewater Report as presented for the period ending 31st January 2020; and*
- 2. that those matters not covered by resolution be noted.*

CARRIED 7/0

Resolution No. 0220/029

ATTENDANCE:

The Manager Water and Waste left the meeting room at 2:38pm.
The Consultant Engineer left the meeting room at 2:38pm.

11.4 BUILDING AND PLANNING REPORT

Executive Summary:

The report is to advise Council of relevant Building and Planning activities within the Shire for the month of January 2020.

COUNCIL RESOLUTION

Moved Cr Bawden

Seconded Cr Wells

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

CARRIED 7/0

Resolution No. 0220/030

CONFIRMED MINUTES

11.5 MATERIAL CHANGE OF USE – EXTRACTIVE INDUSTRY 5

Executive Summary:

The Council is in receipt of an Application for Material Change of Use (MCU) for Extractive Industry, four (4) gravel pits, on three (3) sites:

- Cow Creek Pit – Lot 3 SP181805;
- Goat Creek Pit – Lot 3 SP284255
- Range Creek Pit – Lot 2 WON4; and
- Stapleton Tank Pit – Lot 2 WON4.

The Extractive Industries will operate under an Environmental Authority issued separately by the

- Environmentally Relevant Activities (ERA's):
 - 16 2(a) Extracting rock or other material: 5,000 – 100,000 t/yr; and
 - 16 3(a) Screening rock or other material: 5,000 – 100,000 t/yr.

The MCU Application is generally in accordance with the Carpentaria Shire Planning Scheme and is recommended for approval, subject to conditions.

COUNCIL RESOLUTION

Moved Cr Hawkins

Seconded Cr Beard

That Council resolve:

In accordance with the Planning Act 2016, the applicant be notified that the Application for a Development Permit for a Material Change of Use for Extractive Industry at:

- Cow Creek Pit – Lot 3 SP181805;***
- Goat Creek Pit – Lot 3 SP284255***
- Range Creek Pit – Lot 2 WON4; and***
- Stapleton Tank Pit – Lot 2 WON4.***

CO-ORDINATES:

LONGITUDE(S)	LATITUDE(S)	DATUM

CONFIRMED MINUTES

140.5525910	-18.0285155	WGS84
140.0981353	-18.1522294	GDA94
140.5724561	-18.5724449	GDA94
140.5621720	18.5275690	GDA94
		GDA94

is approved subject to the conditions detailed below.

2019.ASSESSMENT MANAGER CONDITIONS (COUNCIL)

General

2019. The development shall be undertaken substantially in accordance with the approved Plans, the supporting documentation submitted with the application and the approved GPS Coordinates, except as modified by this approval:

PLAN NAME	DRAWING NUMBER	DATE	PREPARED BY
Site Layout Plan: Cow Creek Pit	C013	11/10/2019	Hughes Consulting
Site Layout Plan: Goat Creek Pit	C014	11/10//2019	Hughes Consulting
Site Layout Plan: Range Creek Pit	C015	11/10/ /2019	Hughes Consulting
Site Layout Plan: Stapleton Tank Pit	C016	11/10//2019	Hughes Consulting

2. This approval, granted under the provisions of the Planning Act 2016, shall lapse six (6) years from the day the approval takes effect in accordance with the provisions of Section 85(1) of the Planning Act 2016, if the development has not been commenced.

Permits and Fees

3. The quarry operator is required to apply for an Extractive Industry Permit/Licence and pay all relevant Council fees required to operate an Extractive Industry in the Shire.
4. The quarries are required to operate in compliance with the conditions of the

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Environmental Authorities issued by the State of Queensland.

5. *The applicant shall ensure the quarry sites and the immediate surrounds are maintained, during and after operations commence, in a clean and tidy condition at all times, to the satisfaction of the Chief Executive Officer or delegate.*
6. *Upon cessation of quarry activities rehabilitation is to be completed in accordance with an approved Rehabilitation Plan, within a one (1) year period from the date of cessation, or other timeframe specified in the Rehabilitation Plan, whichever is the lesser, to the satisfaction of the Chief Executive Officer or delegate.*

Vehicle Access

7. *Haul routes and on-site access roads/tracks to quarry sites are to be maintained at all times by the proponent in a serviceable and trafficable condition and to an acceptable standard:*
 - be regularly graded and maintained by the quarry operator;*
 - any damage to the road/s caused by heavy machinery is to be repaired and made good on a regular, 2 monthly bases; and*
 - upon cessation of the quarry use on the site the road/s used to access the quarry are/is to be graded and left in an acceptable and trafficable condition suitable for rural purposes;*

to the satisfaction of the Chief Executive Officer or delegate.

Storage of Fuel

8. *A maximum of 10,000 litres of diesel can be brought to a quarry site for the operation of plant and equipment. Fuel must be stored in a self-bunded containment system and handled in accordance with Australian Standard AS 1940 – 2004. The fuel tank and any refuelling must be located at least 100 metres away from any drainage line, to the satisfaction of the Chief Executive Officer or delegate.*

Hours of Operation

2019. Quarry operations are carried out between 6am and 6pm seven (7) days per week, unless an emergency necessitates out of hours operations, to be authorised by the Chief Executive Officer or delegate.

B. Referral agency conditions – NIL

Concurrence Agency- NIL

CONFIRMED MINUTES

C. Submissions

None properly made, one (1) not properly made, addressed below.

D. Further development permits required

Environmental Authority for:

- *Environmentally Relevant Activities (ERA's):*
- *16 2(a) Extracting rock or other material: 5,000 – 100,000 t/yr; and*
- *16 3(a) Screening rock or other material: 5,000 – 100,000 t/yr.*

E. Applicable codes for self-assessable development

- *Shire of Carpentaria Planning Scheme*
- *Standard Building Regulation 1993*
- *Building Act 1975*
- *Building Code of Australia*
- *Water and Sewerage Act 1949*

F. Right of appeal

Appeal Rights from the Planning Act 2016.

CARRIED 7/0

Resolution No. 0220/031

Action: Applicant be notified that the Application for a Development Permit for a Material Change of Use for Extractive Industry for sites listed is approved subject to the conditions as detailed in report.

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CONFIRMED MINUTES

12 GENERAL BUSINESS

2019 Christmas Lights Competition
--

Cr Wells queried the issue of certificate for winner of Christmas Lights for Mr. Neville Elms Certificate will be sent out.

Administrative Agreement

The Director Corporate Services informed Council of the progress of the Enterprise Bargaining Agreement negotiations with Council, Union Officials and Union Delegates.

It would appear that the negotiations have stalled and staff are no closer to a wage increase.
--

MOTION

COUNCIL RESOLUTION

Moved Cr Bawden

Seconded Cr Hawkins

<i>That Council authorise an administrative arrangement of a 2% wage increase for all employees covered under the Certified Agreement backdated to the first full pay periods after 1 April 2019, pending advice.</i>
--

CARRIED 7/0

Resolution No. 0220/032

ATTENDANCE:

The Media Grants Communications Officer left the meeting room at 3:00pm.

Sign at Glenore Weir

Cr Gallagher requested that the Glenore Weir sign be located to point at the Weir.
--

Road Closure Procedures - Signage
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Cr Gallagher enquired in relation to the procedures and signage requirements for road closures.

ATTENDANCE:

Cr Bawden left the meeting room at 3:08pm.

Cr Young assumed the role of Chair.

CONFIRMED MINUTES

Cr Bawden re-entered the meeting room at 3:09pm and resumed the role of Chair.

Rates Notices

Cr Gallagher queried why the Rates Notices are not printed locally. The Director Corporate Services advised of printing costs.

Vacancies in Positions

Cr Gallagher requested that vacancies not be filled in the interim.

Sale of Land

Cr Gallagher queried Council's position in the Sale of Land for unpaid Rates. When does mortgagee appear in the listing, do outstanding rates get cleared prior to mortgage payments.

Staff Introductions

Cr Gallagher queried if staff introductions could be held with Councillors for new staff.

Grader

Cr Young queried the grader that was bogged on leaving town. Do we hold off sending plant out until roads are checked for wet conditions.

Salto Locks

Cr. Young mentioned issue with some problems with access to Salto Lock system for users.

Action: Kylie (Karumba) and Andrew (Normanton) should be able to assist with problem solving

Training for Security

Cr. Young queried the availability of training courses for staff and members of the public.

Micro Chip for Dogs

Cr. Young queried the process for microchipping dogs. This is undertaken by the travelling vets to the Region.

CONFIRMED MINUTES

Disaster Dashboard

Cr. Young queried the Disaster Dashboard and its availability. Is it available on the Website. The Chief Executive Officer advised that the upgraded website will have the dashboard access on the front screen for ease of access by members of the public.

Council Hub

The Council Hub needs looking at as Councillors are not receiving information be sent. The Executive Assistant to follow up with IT.

13 CLOSURE OF MEETING

The Chair of the meeting, Cr Lyall Bawden, Mayor, declared the meeting closed at 3:37pm.

MINUTES CERTIFICATE

These Minutes are Confirmed.



Councillor LV Bawden
Mayor



Date