



**CARPENTARIA SHIRE**

*Outback by the Sea*

***ORDINARY MEETING***

***MINUTES***

***15 JUNE, 2016***



**CONFIRMED MINUTES**

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## CONFIRMED MINUTES

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### 1 OPENING OF MEETING

The Mayor welcomed members and declared the meeting open at 9.00am.

### 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

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

### 3 CONFIRMATION OF MINUTES FROM PREVIOUS MEETINGS

Confirmation of Minutes from the Ordinary Council Meeting held 18 May 2016, as previously circulated to councillors.

#### COUNCIL RESOLUTION

Moved Cr Beard

Seconded Cr Murphy

***That the Minutes of the Ordinary Council Meeting held 18 May 2016 be confirmed as amended in Report 8.3 to note that the Shire Hall may be used subject to availability.***

**CARRIED**

***Resolution No. 0616/001***

### 4 BUSINESS ARISING FROM PREVIOUS MEETINGS

Nil.

**CONFIRMED MINUTES**

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<b>5 PUBLIC QUESTION TIME</b>
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**9.05am – 9.15am** Mr Mick Gallagher entered the meeting and addressed the meeting on the resumption of land into the Water Reserve at Glenore Weir.

**CONFLICT OF INTEREST: 9.10am** Councillor Ashley Gallagher declared a conflict of interest and left the meeting once he realised the subject matter of the presentation. Councillor Gallagher did not participate in the discussion. No vote was required.

Councillor Gallagher returned to the meeting once Mr Gallagher left.

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## CONFIRMED MINUTES

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### 6 REPORTS FROM DIRECTOR OF ENGINEERING - ROADS & SERVICES

#### 6.1 WORKS REPORT - JUNE 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 Hawkins

***That Council accept the report as presented.***

**CARRIED**

***Resolution No. 0616/002***

#### 6.2 NDRRA REPORT

##### Executive Summary:

QRA 2014 restoration work is now well advanced with only Shady Lagoon and Karumba Pipeline Road remaining. All work is expected to be completed prior to 30 June 2016. Close out investigations and adjustments are continuing including benchmarking, Council plant and day labour negotiations. QRA have confirmed a significant increase to gravel re-sheet and formation grade and have accepted arguments for Council plant to increase Council payments.

The Normanton Airport reconstruction is now complete with the rigorous compaction and grading requirements achieved. Cement stabilisation and 20mm aggregate have been added to the existing pavement material to achieve significant improvements to pavement strength.

QRA 2016 damage investigations have been completed for all Council roads plus State Controlled Roads. An "In-field assessment" (submission review) with QRA (Compliance Department, Value for Money Department and the RLO) was completed on 11 to 13 May 2016. The "In-field assessment" (submission review) for Submission 2 being the Southern Rural Roads has been set for 22 and 23 June 2016.

**CONFIRMED MINUTES**

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**COUNCIL RESOLUTION**

Moved Cr Young

Seconded Cr Wells

***That Council accepts the report as presented***

**CARRIED**

***Resolution No. 0616/003***

**6.3 DTMR WORKS - JUNE 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 Beard

Seconded Cr Murphy

***That Council accept this report as presented***

**CARRIED**

***Resolution No. 0616/004***

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## CONFIRMED MINUTES

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### 6.4 OLD CROYDON ROAD - SPEED LIMIT REVIEW

#### Executive Summary:

This report details the speed limit on the Old Croydon Road following a number of enquiries from residents and road users. The report looks at various sections of the road and recommends signing the road with appropriate speed signs in the urban, residential and rural sections.

#### COUNCIL RESOLUTION

Moved Cr Hawkins

Seconded Cr Wells

***That Council install additional speed limit signs in accordance with "Drawing No. 101-Old Croydon Road Speed Sign Location" to define variable speeds in the rural section on Old Croydon Road.***

**CARRIED**

***Resolution No. 0616/005***

### 6.5 GLENORE WEIR PROGRESS REPORT - JUNE 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.

#### COUNCIL RESOLUTION

Moved Cr Wells

Seconded Cr Young

***That Council accepts the report as presented.***

**CARRIED**

***Resolution No. 0616/006***

**CONFIRMED MINUTES**

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**6.6 BUILDING AND PLANNING REPORT**

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

**Planning Applications Received**

Nil.

**Planning Applications Approved**

DA No.	Address	Application Type	Status
I/1608	14 Brown Street, Normanton	Material Change of Use, Extension to Normanton Tourist Park	Approved

**Building Applications Received**

DA No.	Address	Application Type	Value
I/1614	10 Noel Street West, Normanton	Dwelling	\$148,000
I/1615	14 Brown Street, Normanton	Camp Kitchen	\$22,000

**Building Permits Issued**

DA No.	Address	Application Type	Value
I/1614	10 Noel Street West, Normanton	Dwelling	\$148,000
I/1615	14 Brown Street, Normanton	Camp Kitchen	\$22,000

**CONFIRMED MINUTES**

**Applications pending waiting on further information (Applicants advised)**

DA No.	Address	Application Type	Date Received
I/0785	56 Karumba Developmental Road, Karumba	Portable Dwelling	04/03/2014 – No further progress

**COUNCIL RESOLUTION**

Moved Cr Gallagher

Seconded Cr Young

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

**CARRIED**

***Resolution No. 0616/007***

**6.7 WATER AND WASTEWATER REPORT - JUNE 2016**

**Executive Summary:**

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

**COUNCIL RESOLUTION**

Moved Cr Murphy

Seconded Cr Beard

***That Council accepts and notes the Water and Wastewater Status Report as presented for the period ending 31 May 2016.***

**CARRIED**

***Resolution No. 0616/008***

**ATTENDANCE:** The Director of Engineering left the meeting.

## CONFIRMED MINUTES

### 7 REPORTS FROM THE CHIEF EXECUTIVE OFFICER

#### 7.1 REGIONAL DEVELOPMENT AUSTRALIA T&NWQ - REGIONAL ROAD MAP

**Executive Summary:**

The Chief Executive Officer is a member of the Regional Development Australia Committee T&NWQ. A review of the Regional Roadmap 2015-2018 was recently undertaken at the meeting at Townsville. Copy of the Roadmap is provided to Councillors as it is a useful document when discussing regional priorities.

**COUNCIL RESOLUTION**

Moved Cr Gallagher

Seconded Cr Young

***That Council note the RDA T&NWQ Regional Roadmap 2015-2018.***

**CARRIED**

***Resolution No. 0616/009***

**RECESS: 10.45am - 11.15am** The Mayor called a recess for morning tea.

#### 7.2 Q COAST 2100

**Executive Summary:**

The Coastal Hazards Adaptation Program (QCoast 2100) is able to support Council to undertake adaptation planning for areas impacted by existing and future coastal hazards.

**COUNCIL RESOLUTION**

Moved Cr Young

Seconded Cr Murphy

***That Council develop an application for QCoast 2100 funding to investigate adaptation planning options for the foreshore at Karumba Point.***

**CARRIED**

***Resolution No. 0616/010***

## CONFIRMED MINUTES

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### 7.3 HUMAN RESOURCES REPORT

#### Executive Summary:

This report provides information on recent and upcoming activities within the Human Resources section of Council.

#### COUNCIL RESOLUTION

Moved Cr Young

Seconded Cr Wells

*That Council accepts the report as presented.*

**CARRIED**

**Resolution No. 0616/011**

### GENERAL BUSINESS – CHIEF EXECUTIVE OFFICER

Cr Beard

Queried the progress of Lilyvale.  
*The Chief Executive Officer advised that it was a matter for Council to include in the budget. The Director of Engineering will prepare a report.*

Cr Young

Problems with TV upgrade.

Tender process – Proposed Koolatah camping area.

Gilbert Street Boat Ramp needs cleaning up  
*The Chief Executive Officer advised that the ramp is treated weekly. The slipperiness is more likely caused by the deposit of fine silt by incoming tides.*

Regular Passenger Transport services to Karumba.  
*The Chief Executive Officer advised that he had written to both John Moran and Colleen Jackson. A letter was being prepared for Robbie Katter MP.*

**CONFIRMED MINUTES**

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Cr Young	Complaint about charter boat operating business from caravan park. <i>The Chief Executive Officer advised that the operator has a permit to operate.</i>
Cr Bawden	QRA flood/rain gauge maps.
Chief Executive Officer	Date for LGIS workshop – 21 July

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## CONFIRMED MINUTES

### 8 REPORTS FROM DIRECTOR OF CORPORATE & COMMUNITY SERVICES

#### 8.1 MONTHLY FINANCIAL REPORT - MAY 2016

**Executive Summary:**

The Monthly Financial Report has been prepared for the period ending 31 May 2016.

The Background section provides a summary of major variances and points to note.

**COUNCIL RESOLUTION**

Moved Cr Gallagher

Seconded Cr Hawkins

***That Council accepts the following reports for the period ending 31 May 2016 as presented.***

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

**CARRIED**

***Resolution No. 0616/012***

#### 8.2 COMMUNITY DEVELOPMENT

**Executive Summary:**

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

**COUNCIL RESOLUTION**

Moved Cr Wells

Seconded Cr Gallagher

***That Council accepts the report as presented.***

**CARRIED**

***Resolution No. 0616/013***

## CONFIRMED MINUTES

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### 8.3 COMMUNITY DONATIONS AND SUPPORT

#### Executive Summary:

Council amended the process and procedures for allocating and approving community donations and support.

The application listed in the recommendation was received after the first annual application round.

#### COUNCIL RESOLUTION

Moved Cr Murphy

Seconded Cr Hawkins

*That Council accepts the report as presented and:*

- 1. approves the request from Karumba State School P&C for \$500 cash donation along with the fee waiver for the hire of 29 tables, 100 chairs and 8 bins (approximate cost to Council \$2,058.60) for the annual fete.**

**CARRIED**

**Resolution No. 0616/014**

**ADJOURNMENT: 12.25pm – 1.30pm** The Mayor adjourned the meeting for lunch. Upon resumption all members were present.

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## CONFIRMED MINUTES

### 9 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 Gallagher

***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***

- 9.1 **Concept Design Study for Geothermal Energy at Normanton and Karumba**  
***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.***
- 9.2 **Selection Process for Group Leader (Children's Services)**  
***This item is classified CONFIDENTIAL under the provisions of clause 275(1)(a) of the Local Government Regulation 2012, which permits the meeting to be closed to the public for business relating to the appointment, dismissal or discipline of employees.***
- 9.3 **PCYC Financial Contribution**  
***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.***
- 9.4 **Karumba Childrens Centre Financial Contribution**  
***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.***

**General business – Acquisition of land at Glenore Weir arising from Mr Gallagher's deputation.**

**CARRIED**

**Resolution No. 0616/015**

## CONFIRMED MINUTES

**CONFLICT OF INTEREST: 2.22pm** Councillor Ashley Gallagher declared a Conflict of Interest and left the meeting as the affected grazing lease is owned by his parents. Councillor Gallagher did not participate in the discussion and remained out of the meeting .

Council discussed the acquisition of land from the Sawtell grazing lease which was included in Council's Water Reserve. Council directed that no action was required as the land should remain as part of the Water Reserve.

### MOTION

#### COUNCIL RESOLUTION

Moved Cr Beard

Seconded Cr Young

***That Council open the meeting to the public.***

**CARRIED**

***Resolution No. 0616/016***

**ATTENDANCE 12.40pm** Councillor Gallagher returned to the meeting.

### 9.1 CONCEPT DESIGN STUDY FOR GEOTHERMAL ENERGY AT NORMANTON AND KARUMBA

#### Executive Summary

Council previously undertook a pre-feasibility study into the potential for geothermal power at both Normanton and Karumba. LGIS have now completed the Concept Design for Council's consideration (attached). The report is confidential as LGIS have declared the document as commercial-in-confidence.

#### COUNCIL RESOLUTION

Moved Cr Gallagher

Seconded Cr Beard

***That Council invite LGIS to address Council and provide a detailed presentation on the potential geothermal energy project.***

**CARRIED**

***Resolution No. 0616/017***

## CONFIRMED MINUTES

### 9.2 SELECTION PROCESS FOR GROUP LEADER (CHILDREN'S SERVICES)

#### Executive Summary:

This report outlines the preferred selection process for the position of Group Leader (Children's Services) at the Normanton Child Care Centre.

#### COUNCIL RESOLUTION

Moved Cr Young

Seconded Cr Beard

***That Council approve the appointment of Tracey Lord to the position of Group Leader (Children's Services) at the Normanton Child Care Centre.***

**CARRIED**

***Resolution No. 0616/018***

**ATTENDANCE:** 2.00pm The Manager Economic and Community Development, Ms Cherie Crossland, entered the meeting.

### 9.3 PCYC FINANCIAL CONTRIBUTION

#### Executive Summary:

A request has been received by the Normanton PCYC Community Centre for consideration of additional financial contributions by Council for the 2015/2016 financial year.

#### COUNCIL RESOLUTION

Moved Cr Young

Seconded Cr Beard

***That Council provide additional funding to the Normanton PCYC of up to \$32,000 for operational costs to 30 June 2016.***

**CARRIED**

***Resolution No. 0616/019***

## CONFIRMED MINUTES

### 9.4 KARUMBA CHILDRENS CENTRE FINANCIAL CONTRIBUTION

#### Executive Summary:

This report provides information for Council on the Memorandum of Understanding (MOU) between Council and Karumba Children's Centre which is due to expire.

#### COUNCIL RESOLUTION

Moved Cr Gallagher

Seconded Cr Wells

***That Council renew the Memorandum of Understanding with the Karumba Children's Centre and continues to fund the amount of \$30,000.00 per annum.***

**CARRIED**

***Resolution No. 0616/020***

**ATTENDANCE:** 2.20pm The Manager Economic and Community Development left the meeting.

### LATE REPORT – BARRAMUNDI DISCOVERY CENTRE

#### Executive Summary:

The Council is in receipt of an Application for a Development Permit for a Material Change of Use for Community Facilities: Barramundi Educational, Interpretive and Visitor Centre, located at 108 Yappar Street, Karumba described as Lot 77 NM88.

#### MOTION

#### COUNCIL RESOLUTION

Moved Cr Young

Seconded Cr Wells

***That Council resolves:***

***In accordance with the Sustainable Planning Act 2009 as amended, the applicant be notified that the application for a Development Permit for a Material Change of Use for Community Facilities: Barramundi Educational, Interpretive and Visitor Centre, located at 108 Yappar Street, Karumba described as Lot 77 NM88, is approved subject to the following conditions.***

**CONFIRMED MINUTES**

**A. ASSESSMENT MANAGER CONDITIONS (COUNCIL)**

**General**

1. ***The development shall be undertaken substantially in accordance with the Concept Plans submitted with the application and other documentation submitted in support of the Application, except as modified by this approval and to the satisfaction of the Chief Executive Officer or delegate.***

<b>DRAWING TYPE</b>	<b>DOCUMENT</b>	<b>DATE</b>
<b>Site Plan</b>	<b>Bud Brannigan Architects, Concept Planning for Tender</b>	<b>March 2015</b>
<b>Floor Plan</b>	<b>Bud Brannigan Architects, Concept Planning for Tender</b>	<b>March 2015</b>
<b>West and South Elevation Plan</b>	<b>Bud Brannigan Architects, Concept Planning for Tender</b>	<b>March 2015</b>
<b>East and North Elevation Plan</b>	<b>Bud Brannigan Architects, Concept Planning for Tender</b>	<b>March 2015</b>

2. ***Any future building work on-site shall be carried out generally in accordance with any relevant Council requirements and the Building Code of Australia and to the satisfaction of the Chief Executive Officer or delegate.***
3. ***All necessary licences and permits required to operate the facility are to be in place, prior to commencement of the use, to the satisfaction of the Chief Executive Officer or delegate.***
4. ***This approval, granted under the provisions of the Sustainable Planning Act 2009, shall lapse four (4) years from the day the approval takes effect in accordance with the provisions of Section 339 of the Sustainable Planning Act 2009, if the development has not been commenced.***

**Maintenance of the Site**

5. ***The applicant shall ensure the site is maintained, during and after development, in a clean and tidy condition at all times, to the satisfaction of the Chief Executive Officer or delegate.***

## CONFIRMED MINUTES

### ***Staging of the Development***

6. ***The proposed development is permitted to be staged in accordance with a Staging Plan submitted to and approved by the Chief Executive Officer or delegate.***

### ***Siting and Design***

7. ***The Barramundi Educational, Interpretive and Visitor Centre is required to be sited and designed in accordance with:***
- ***Site Plan, dated March 2015, Prepared by Bud Brannigan Architects;***
  - ***Floor Plan, dated March 2015, Prepared by Bud Brannigan Architects;***
  - ***West & South Elevation Plan, dated March 2015, Prepared by Bud Brannigan Architects;***
  - ***East & North Elevation Plan, dated March 2015, Prepared by Bud Brannigan Architects;***

***and to the satisfaction of the Chief Executive Officer or delegate.***

8. ***The balance of the development site is to be landscaped in accordance with an approved Landscape Plan and in line with the landscape elements shown on the approved Site Plan, to the satisfaction of the Chief Executive Officer or delegate.***
9. ***No buildings or structures are permitted to be erected within the Easement located along the rear boundary of the site, to the satisfaction of the Chief Executive Officer or delegate.***

### ***Drainage***

10. ***The site is to drain to a lawful point of discharge to the satisfaction of the Chief Executive Officer or delegate.***

### ***Urban Services***

11. ***The Barramundi Educational, Interpretive and Visitor Centre is required to be connected to all urban services. The applicant/proponent is to meet the cost of any connections or upgrades required to any urban services for the approved development and water supply and sewerage are to be constructed to relevant standards stated in Schedule 1, Part 3 of the Planning Scheme and to the satisfaction of the Chief Executive Officer or delegate.***
12. ***Any work associated with connecting to urban services shall be undertaken in accordance with an approved plan and shall be established and completed***

## CONFIRMED MINUTES

*prior to the lawful commencement of the use and to the satisfaction of the Chief Executive Officer or delegate.*

13. *Should any of the Council's assets be damaged during the construction of any associated works, the cost of the reinstatement of all such assets shall be met by the applicant/proponent and to the satisfaction of the Chief Executive Officer or delegate.*

### **On-Street Works**

14. *The following on-street works are required:*

- an industrial crossover to service the car parking/bus parking area located on site;*
- any road shoulder widening required to provide safe entry and exit to the proposed car/bus parking area on site;*

*all to the satisfaction of the Chief Executive Officer or delegate.*

### **Car Parking**

*Car parking and bus parking is to be provided on site in the location shown on the approved Site Plan. The car/bus parking area is to be hard stand and is to be landscaped and line-marked to provide easy and safe circulation. Any pedestrian pathways providing access from the parking area to the Centre are to be designed so that pedestrians and vehicles are separated. This may require the redesign of the vehicular entry to the parking area and the pedestrian pathway providing access from the parking area to the entrance of the Centre, to the satisfaction of the Chief Executive Officer or delegate.*

### **Lighting**

15. *Any lighting proposed in association with the development must ensure there is no light spillage onto adjoining properties or roads to the satisfaction of the Chief Executive Officer or delegate.*

### **Signage**

16. *Any signage is required to comply with the Advertising Devices Code in the Carpentaria Shire Planning Scheme and must not contain any product advertising, to the satisfaction of the Chief Executive Officer or delegate.*

### **B. REFERRAL AGENCY CONDITIONS**

**CONCURRENCE AGENCY Nil**

## CONFIRMED MINUTES

**C. SUBMISSIONS**

*Nil*

**D. 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**

**E. RIGHT OF APPEAL**

**Appeal Rights from the Sustainable Planning Act 2009.**

**CARRIED**

**Resolution No. 0616/021**

**ATTENDANCE:** The Director of Engineering entered the meeting.

**10 GENERAL BUSINESS**

Nil.



**CONFIRMED MINUTES**

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**11 CLOSURE OF MEETING**

*The Chair of the meeting, Cr Lyall Bawden, Mayor, declared the meeting closed at 2.50pm.*

**MINUTES CERTIFICATE**

*These Minutes are Confirmed*



Councillor LV Bawden  
Mayor

*15.06.2016*

Date

