



CARPENTARIA SHIRE

Outback by the Sea

ORDINARY MEETING

MINUTES

11 OCTOBER, 2017

CONFIRMED MINUTES

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1 OPENING OF MEETING

The Mayor welcomed members and declared the meeting open at 9.01am.

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	

Staff

Mr Michael Hayward	Chief Executive Officer
Ms Angeline Pascoe	Executive Assistant
Mr Oliver Pring	Director Corporate Services
Mr John Martin	Director of Engineering

The following officers attended the meeting via teleconference as indicated in the minutes

Mr Travis Mitchell	Engineer Roads
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APOLOGY

COUNCIL RESOLUTION

Moved Cr Beard Seconded Cr Young

That the apology from Cr Wells be accepted and that leave of absence from the meeting be granted.

Resolution No. 1017/001

CARRIED 6/0

3 CONDOLENCES

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

- ❖ Mr Fred McGilvary
- ❖ Mr Fred Edwards
- ❖ Mrs Betty Harold

CONFIRMED MINUTES

4 CONFIRMATION OF MINUTES FROM PREVIOUS MEETINGS

Confirmation of Minutes from the Ordinary Council Meeting held 20 September 2017, as previously circulated to councillors.

COUNCIL RESOLUTION

Moved Cr Gallagher

Seconded Cr Hawkins

That the Minutes of the Ordinary Council Meeting held 20 September 2017 be confirmed.

Resolution No. 1017/002

CARRIED 6/0

5 BUSINESS ARISING FROM PREVIOUS MEETINGS

Nil.

6 RECEPTION OF PETITIONS & DEPUTATIONS

Topic:	Karumba Recreation Club
Discussion:	<p>09:19am – 09:30am Mrs Yvonne Tunney, Karumba Recreation Club addressed Council on the Club's activities and current financial position.</p> <p>Mrs Tunney advised that:</p> <ul style="list-style-type: none"> • The Club currently pays approximately \$13,500 per annum to Council in rates and charges; • The Club have reviewed their operations over the past 18 months and identified various savings to help keep the club financially viable; • A downturn in number of patrons due to closure of MMG has effected revenues. <p>Mrs Tunney requested on behalf of the Karumba Recreation Club that Council give consideration to some form or relief from rates to allow the club to remain viable.</p> <p>The Mayor advised that Council's "Rates Based Financial Assistance" Policy provides for financial assistance to not for profit recreation, sporting and community groups and encouraged the Karumba Recreation Club to make application for financial assistance under the policy.</p>

A1017-001: Forward copy of Rates Based Financial Assistance Policy to Karumba Recreation Club.

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7 MAYORAL MINUTES

The Mayor, Cr Bawden provided a update on activities and meetings attended since the last Council Meeting.

Topic:	Regional Development Australia Meeting - Boulia
Discussion:	Cr Bawden advised that he had attended the recent meeting of the Regional Development Australia and that the following matters were discussed: <ul style="list-style-type: none"> • Western Road Upgrade Funding; • Outback Highway funding; and • That federal funding contributions towards both projects has been paid to the State.

Topic:	Cloncurry Shire Pre Election Information
Discussion:	Cr Bawden advised that Cloncurry Shire Council have prepared an information pamphlet outlining that Council's priorities and they have distributed a copy of the pamphlet to all major political parties. Council agreed to prepare a similar document outlining Councils goals and priorities.

A1017-002: Prepare an information pamphlet outlining Carpentaria Shire Council goals and priorities.

Topic:	FNQROC
Discussion:	Cr Bawden advised that he had attended the recent FNQROC meeting and that the Privacy Commissioner, Mr Phil Green gave a presentation on emerging privacy concerns for Local Government. Particular concerns are around the use of body cameras.

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 Murphy

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 Sale of Land for Arrears of Rates

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

8.2 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.

8.3 Application for Concealed Water Leak Remission

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.

Resolution No. 1017/003

CARRIED 6/0

The meeting was closed to the public at 9.58am.

CONFIRMED MINUTES

COUNCIL RESOLUTION

Moved Cr Young

Seconded Cr Gallagher

That Council open the meeting to the public.

Resolution No. 1017/004

CARRIED 6/0

The meeting was reopened to the public at *10.38am*.

8.1 SALE OF LAND FOR ARREARS OF RATES

Executive Summary:

This report has been prepared to seek Council's approval to commence Sale of Land for arrears of rates and charges that have been overdue for a period of more than three years, in accordance with the *Local Government Regulation 2012*.

The *Local Government Regulation 2012*, Part 12, Division 3 provides guidance where overdue rates and charges have remained unpaid for a period greater than three years and allows a local government to sell the land on which the rates were levied. The land is sold by way of public auction and for that purpose the Sale of Land process should be commenced three months after and within six months from Council issuing the Notice of Intention to Sell.

COUNCIL RESOLUTION

Moved Cr Beard

Seconded Cr Young

That Council:-

- a) receive and note the report titled "Sale of Land for Arrears of Rates";***
- b) Delegate the CEO and DCS authority to negotiate with those ratepayers who have arrears greater than 3 years to enter into binding written agreements to clear all outstanding rates and charges within a suitable timeframes, being a period no greater than three (3) years; and***
- c) that a report be presented to the November 2017 meeting detailing any arrangements entered into.***

Resolution No. 1017/005

CARRIED 6/0

A1017-003: Contact all ratepayers who are in arrears for 3 years or more and invite to enter into binding written agreement and prepare a report for November meeting.

CONFIRMED MINUTES

8.2 RATES BASED FINANCIAL ASSISTANCE

Executive Summary:

Council has recently received correspondence from Normanton Kindergarten Association, Karumba Children's Centre and Normanton Rodeo Association seeking financial assistance by way of remissions on the rates and charges levied on their respective organisations. This is submitted for the Council's consideration under its Rates Based Financial Assistance Policy.

COUNCIL RESOLUTION

Moved Cr Murphy

Seconded Cr Beard

That in accordance with the Rates Based Financial Assistance Policy, Council grant rates based financial assistance to:

<i>Organisation</i>	<i>Amount</i>
<i>Normanton Kindergarten Association</i>	<i>\$1,445.63</i>
<i>Karumba Children's Centre</i>	<i>\$1,730.14</i>
<i>Normanton Rodeo Association</i>	<i>\$831.04</i>

Resolution No. 1017/006

CARRIED 6/0

A1017-004: Adjust rate assessments and reissue rate notices

8.3 APPLICATION FOR CONCEALED WATER LEAK REMISSION

Executive Summary:

Carpentaria Shire Council provides assistance to qualifying residential and not-for-profit water customers who have larger than normal water accounts due to existence of a concealed leak. Provision of assistance is subject to conditions and the level of assistance is calculated using a defined methodology as contained in Council's Concealed Water Leak Policy.

COUNCIL RESOLUTION

Moved Cr Beard

Seconded Cr Young

That pursuant to Council Policy POL_E_CSF_016 (Concealed Water Leak Policy):

- Council accepts that the application of Mr. Anthony Bristow-Stagg of 12 Brodie Street, Normanton meets the criteria for a remission on excess water charges; and***
- That a rates remission in the amount of \$893.12 be granted in respect of excess water charges levied against assessment 00637-100000-000 for the period 1 July 2016 through till 30 June 2017.***

Resolution No. 1017/007

CARRIED 6/0

A1017-005: Adjust rate assessment and reissue rates notice

CONFIRMED MINUTES

ADJOURNMENT:

- The meeting adjourned for morning tea at **10.43am**.
- The meeting reconvened at **11:07am**.

The Director of Engineering attended the meeting at 11:07am

9 REPORTS FROM DIRECTOR OF ENGINEERING - ROADS & SERVICES

9.1 WORKS REPORT

Executive Summary:

Civil works within the Shire are progressing in accordance with program and budget including works completed by the Town Crew, RMPC, Capital Works, TIDS and R2R.

COUNCIL RESOLUTION

Moved Cr Gallagher

Seconded Cr Young

- 1. That Council accepts the report as presented; and**
- 2. That those matters not covered by resolution be noted.**

Resolution No. 1017/008

CARRIED 6/0

ADJOURNMENT:

- The meeting adjourned for lunch at **12.45pm**.
- The meeting reconvened at **2.00pm**.
- During the adjournment, Council inspected the Karumba Airport.

9.2 NDRRA REPORT

Executive Summary:

Construction recommenced on 16 May 2017 for the 2016 QRA works (\$75.6 million). Currently, eight crews are working on restoration of the road network across the shire. All Principal and Secondary Shire roads are programmed to be completed by the end of 2017 with some minor local accesses to be reconstructed early in 2018.

A cost variation to imported gravel rates on Dunbar-Kowanyama Road has submitted to QRA as the originally approved rates were inadequate. An additional variation to use imported material on Rutland Plains Access and Dunbar-Koolatah Road (south of the Mitchell River) has also been submitted to QRA as there is no suitable material available locally. QRA have advised "there should be no issues at acquittal provided Council follows their standard procurement process".

To date, QRA has reimbursed all expenditure made (excluding Council contributions to day labour and trigger point reductions). The minor southern accesses (CSC.33.16) have recently reached the maximum payment amount (90% RV) and are currently undergoing their closeout process to receive the final 10% payment.

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All 2017 submissions have been reviewed by QRA during the in-field assessment with approximately \$14.1 million of restoration funding approved. All submissions have been updated and resubmitted to QRA in anticipation of final approval.

COUNCIL RESOLUTION

Moved Cr Bawden

Seconded Cr Murphy

- 1. That Council write to QRA advising of the outcomes from recent meeting held with the owners of Inkerman Station, at Vanrook Station, regarding NDRAA works to the Inkerman Road; and***
- 2. Council write to the owners of Inkerman Station requesting written confirmation of their intent in relation to the Inkerman Road; and***
- 3. That QRA be requested to give consideration to rolling over 2016 flood damage allocation for the Inkerman Road to allow for the works to be undertaken following resolution of the current road access issue.***

Resolution No. 1017/009

CARRIED 6/0

A1017-006: Letters to be sent to QRA and Inkerman Station

MOTION

Moved Cr Beard

Seconded Cr Young

- 1. That Council accepts the report as presented; and***
- 2. That those matters not covered by resolution be noted.***

Resolution No. 1017/010

CARRIED 6/0

9.3 GLENORE WEIR PROGRESS REPORT

Executive Summary:

Koppens have established on site and are undertaking a combination of permanent rectification and temporary fortification works to ensure water security at the Glenore Weir prior to the wet season.

COUNCIL RESOLUTION

Moved Cr Beard

Seconded Cr Young

That Council accepts the report summarizing the progress of the current works being undertaken on the Glenore Weir.

Resolution No. 1017/011

CARRIED 6/0

CONFIRMED MINUTES

9.4 BUILDING AND PLANNING REPORT

Executive Summary:

There have been no Building Applications received and one (1) Planning Application was received.

COUNCIL RESOLUTION

Moved Cr Gallagher

Seconded Cr Murphy

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

Resolution No. 1017/012

CARRIED 6/0

9.5 WATER AND WASTEWATER REPORT - SEPTEMBER 2017

Executive Summary:

Water demand is steady at 82.7 ML for the month of September with sewerage effluent entering the waste water treatment facilities represents approximately 21% of the total volume of water treated. The Normanton STP attachment will be provided at the meeting.

COUNCIL RESOLUTION

Moved Cr Beard

Seconded Cr Gallagher

That Council accepts and notes the Water and Wastewater Status Report as presented for the period ending 30 September 2017.

Resolution No. 1017/013

CARRIED 6/0

DECLARATION OF INTEREST:

Cr Hawkins declared a perceived conflict of interest in relation to item 9.6 as his company would potentially be providing transport services to the successful tender.

Cr Hawkins dealt with the perceived conflict of interest by leaving the meeting and taking no part in deliberation. Cr Hawkins left the meeting room at **3:15pm**.

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9.6 TENDER 17/0442 INSTALLATION OF SECURITY FENCE

Executive Summary:

Tenders have been received for the installation of security fencing at Normanton Aerodrome and Normanton Waste Facility.

The recommended Contractor is Capital Constructions for their GST inclusive price of \$522,151.30 which is well within budget.

COUNCIL RESOLUTION

Moved Cr Gallagher

Seconded Cr Beard

That Council award Tender 17/0442: Installation of Security Fence (at Normanton Aerodrome Fence and Normanton Waste Facility) to Capital Constructions Pty Ltd for the GST inclusive price of \$522,151.30.

Resolution No. 1017/014

CARRIED 6/0

A1017-007: Engage Capital Constructions Pty Ltd to install security fencing

Councillor Hawkins returned to the meeting room at 3.23pm.

9.7 DEVELOPMENT APPLICATION - MATERIAL CHANGE OF USE - APPLICATION FOR DINAH ISLAND FOR TOURISM - MINOR (MAXIMUM 16 GUESTS & 4 STAFF)

Executive Summary:

The Council is in receipt of an Application for Material Change of Use (MCU) for Tourism:- minor (maximum 16 guests and 4 staff) located on Dinah Island, described as Lot 49 N14839.

Dinah Island is owned by the State and Land Owners Consent has been provided by the State, by correspondence dated 19 July, 2017 to enable this Application to be 'properly made' and progress through the assessment process.

The Application is Code Assessable and did not require referral through the State Assessment Referral Agency (SARA).

The Application has been assessed against the relevant provisions of the Planning Act 2016 and the Carpentaria Shire Planning Scheme and is recommended for approval, subject to conditions.

COUNCIL RESOLUTION

Moved Cr Gallagher

Seconded Cr Hawkins

That Council resolves that in accordance with the Planning Act 2016, the applicant be notified that the application for a Development Permit for a Material Change of Use – Tourism:- minor (maximum 16 guests and 4 staff) located on Dinah Island, described as Lot 49 N14839, is approved subject to the conditions detailed below.

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A. ASSESSMENT MANAGER CONDITIONS (COUNCIL)

General

1. **The development shall be undertaken substantially in accordance with the submitted Plans lodged with the application:**
 - Dinah Island Station Plan, RPS Drawing No. 136708 – 7, dated 18/08/2017;**
 - Site Plan , RECS SK1, Rev A;**
 - Building 1- Station/Office/Accommodation, RECS, SK2, Rev B,**
 - Building 1 –Station/Office/Accommodation- Sections A-A, RECS, SK3, Rev A;**
 - Building 2- Station/Office/Accommodation, RECS SK4, Rev B;**
 - Building 3- Station/Office/Accommodation, RECS SK8, Rev B;**
 - Building 3 - Station/Office/Accommodation – Cyclone Design, RECS, SK5, Rev A;**
 - Building 3 - Station/Office/Accommodation – Elevations, RECS, SK6, Rev A;**
 - Building 4 – Communal Kitchen/Dining, RECS, SK9, Rev B;**
 - Building 4 – Communal Kitchen/Dining- Section A-A, RECS, SK10, Rev A;**
 - Building 5- Tourist Accommodation- Self Contained Cabin, RECS, SK11, Rev B;**
 - Buildings 6 & 7 – Tourist Accommodation – Self Contained Cabin, RECS, SK12, Rev B;**
 - Building 8 – Tourists Accommodation - 5 Single Bedrooms, RECS, SK13, Rev A;**
 - Building 9 - Tourist Accommodation- Self Contained Cabin, RECS, SK14, Rev A; and**
 - Building 12 – Ablution Block – RECS, SK15, Rev B;**

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.
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. **Any necessary licences and permits required to operate the tourism venture are to be in place, prior to commencement of the use, to the satisfaction of the Chief Executive Officer or delegate.**

In particular, the Tourism use cannot commence until:

 - Rolling Term Lease 206937 has been amended and finalized to include the additional purpose of Low Key Tourism and any subsequent approvals under the Land Act 1994 have been obtained, if required; and**
 - All conditions listed in the Decision Notice for Building Work, dated 7 July, 2019 have been actioned and a final completion certificate issued; and**

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- Any Change of Classification to buildings that are required to operate a commercial tourism venture have been issued, if required.

4. This approval, granted under the provisions of the Planning Act 2009, shall lapse six (6) years from the day the approval takes effect, in accordance with the provisions of Section 85 of the Planning Act 2016, if the development has not been commenced.

Maintenance of the Site

5. The applicant shall ensure the development 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.

Access and Operation

6. Access to the site by tourists, staff and their luggage and other equipment or goods required to operate the tourism venture is limited to arrival and departure by sea and air during the dry season only, unless legal/formal road access is provided to Dinah island at some time in the future, in which case, road access is permitted. The 2 existing boat ramps, airstrip and helipad are to be maintained in a serviceable and fully functioning condition at all times, to the satisfaction of the Chief Executive Officer or delegate.

7. The maximum number of guests is limited to 16 guests to be accommodated as follows:

- Buildings 5 - maximum 4 persons;
 Buildings 6 & 7- maximum 2 persons each;
 Building 8 – maximum 5 persons.
 Building 9 – maximum of 3 persons.

The maximum number of staff operating the tourism venture is limited to 4 staff to be accommodated in Buildings 1, 2 & 3.

8. A copy of the Natural Disaster/Flood Evacuation Plan prepared by RECS Pty Ltd and dated December 2016 is to be readily available on site and at least one complete (1) Emergency Flood Kit is to be kept within Building 3, the designated Place of Refuge, at all times to the satisfaction of the Chief Executive Officer or delegate.

B. Referral agency conditions

Concurrence Agency NIL

C. Submissions Nil

D. Further development permits THAT MAY BE required

- carrying out internal building works.

E. Applicable codes for self-assessable development

- Shire of Carpentaria Planning Scheme
 Standard Building Regulation 1993
 Building Act 1975
 Building Code of Australia

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Water and Sewerage Act 1949

F. *Right of appeal*

Appeal Rights from the Planning Act 2016.

Resolution No. 1017/015

CARRIED 6/0

A1017-008: Issue Development Approval

9.8 DEVELOPMENT APPLICATION - MATERIAL CHANGE OF USE (COMMUNITY CENTRE AND CRISIS ACCOMODATION)

Executive Summary:

The Council is in receipt of an Application for Material Change of Use (MCU) for Community Centre and Crisis Accommodation located at 17 Landsborough Street, Normanton and described as Lot 49 N14839.

The Application is Impact Assessable, as the use is considered to be an undefined use under the Planning Scheme. No submissions were received during Public Notification of the proposed development.

The Application did not require referral through the State Assessment Referral Agency (SARA).

The Application has been assessed against the relevant provisions of the Carpentaria Shire Planning Scheme and is recommended for approval, subject to specific conditions, given the nature of the proposal.

The Application was lodged under the Sustainable Planning Act 2009 and so will be approved under that Act, not the new Planning Act 2016.

COUNCIL RESOLUTION

Moved Cr Murphy

Seconded Cr Hawkins

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 Centre and Crisis Accommodation located at 17 Landsborough Street, Normanton and described as Lot 49 N14839, is approved subject to the conditions detailed below:

1. ASSESSMENT MANAGER CONDITIONS (COUNCIL)

1.1. General

1.1.1. *The development shall be undertaken substantially in accordance with the Site Plan 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.*

1.1.2. *Any future building work on-site shall be carried out generally in accordance with any relevant Council requirements and the Building*

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Code of Australia and to the satisfaction of the Chief Executive Officer or delegate.

- 1.1.3. Any 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.**
- 1.1.4. 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.**
- 1.2. Maintenance of the Site**
 - 1.2.1. 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.**
- 1.3. Siting and Design**
 - 1.3.1. The development is required to be sited and designed in accordance with the amended Site Plan/Floor Plan- Drawn 21 June, 2017 – A Bristow-Stagg and to the satisfaction of the Chief Executive Officer or delegate.**
 - 1.3.2. The balance, perimeter of the development site is to be landscaped in accordance with an approved Landscape Plan that includes trees and shrubs native to the local area and which incorporates the existing landscape elements shown on the approved Site Plan, to the satisfaction of the Chief Executive Officer or delegate.**
 - 1.3.3. Vehicular access to the site is from Landsborough Street and vehicular exit from the site is to Sutherland Street, in a one way movement through the site with 5 designated car parking spaces provided on site.**
 - 1.3.4. The internal layout of the building/s will comprise a maximum of six (6) bedrooms, with bedroom 1 being occupied by the resident carer who is required to stay on the premises overnight at all times, to the satisfaction of the Chief Executive Officer or delegate.**
- 1.4. Security and Lighting**
 - 1.4.1. The existing perimeter fence and gates are required to be maintained on the premises with the gates closed at all times. Should the perimeter fence and gates not provide enough security for residents and prove no deterrent to intruders when the crisis accommodation is operational, the fence will be required to be increased in height to 1.8 metres within 1 month from the date of correspondence from Council being received, requiring the fence and gates to be replaced or modified, to the satisfaction of the Chief Executive Officer or delegate.**
 - 1.4.2. To further deter access to the premises by unwanted visitors, two yard dogs are required to be on the premises at all times and signage is required to be securely attached to each boundary of the perimeter fence and gates advising- "Beware- Guard Dogs on Premises" or similar, to the satisfaction of the Chief Executive Officer or delegate.**
 - 1.4.3. A four camera 24/7 surveillance system with an alarm mode and remote live access to real-time video images (accessible via any mobile device**

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including phones) with night vision capability and which records in high definition is required to be installed, prior to the commencement of the use, and must be kept in operational condition at all times, to the satisfaction of the Chief Executive Officer or delegate.

- 1.4.4. External, security sensor lighting is required to surround the buildings and must be kept in operational condition at all times and must ensure there is no light spillage onto adjoining properties or roads to the satisfaction of the Chief Executive Officer or delegate.**
- 1.5. Drainage**
- 1.5.1. The site is to drain to a lawful point of discharge, being Sutherland Street site frontage, to the satisfaction of the Chief Executive Officer or delegate.**
- 1.6. Urban Services**
- 1.6.1. The Community Centre and Crisis Accommodation 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.**
- 1.6.2. Any work associated with connecting to urban services shall be undertaken in accordance with an approved plan and shall be established and completed prior to the lawful commencement of the use and to the satisfaction of the Chief Executive Officer or delegate.**
- 1.6.3. 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.**
- 1.7. On-Street Works**
- 1.7.1. Two (2) residential crossovers to service the car parking areas located on site; being one (1) crossover to the Landsborough Street frontage and one (1) crossover to the Sutherland Street frontage, to the satisfaction of the Chief Executive Officer or delegate.**
- 1.8. Car Parking and Internal Driveway**
- 1.8.1. Car parking is to be provided on site in the location shown on the amended Site Plan for a total of 5 spaces. The car parking spaces and internal driveway with a minimum width of 3 metres are to be upgraded to a hard stand surface and the car parking spaces line-marked with coppers logs or similar to provide easy and safe circulation, to the satisfaction of the Chief Executive Officer or delegate.**
- 1.9. Operational Matters**
- 1.9.1. An Operational Management Plan is to be prepared and endorsed by Council prior to the commencement of the use. The Plan is required to outline emergency procedures that will be in place should security at the Crisis Centre be breached. The Plan should also outline the protocols for**

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late night entry to the facility by women at risk and provide contact details, in particular a mobile phone number, for a contact person in authority at the Centre and provide details of staff numbers to service the Centre, both during the day and overnight, to the satisfaction of the Chief Executive Officer or delegate.

- 1.9.2.** *There must be at least one staff member on the premises at all times, including overnight.*
- 1.9.3.** *Women at risk (and their children) are only permitted to stay on the premises for a maximum of 72 hours/3 days.*
- 1.9.4.** *Prior to commencement of the use, Council is to be provided with written confirmation that the Church has partnered with a dedicated domestic violence service provider, who will take on the long-term, day to day running and management of the Centre.*
- 1.10. Signage**
- 1.10.1.** *The signage shown on the photograph lodged with the application is approved in compliance with the Advertising Devices Code in the Carpentaria Shire Planning Scheme, to the satisfaction of the Chief Executive Officer or delegate.*

- 2. Referral agency conditions** *Nil*
- 2.1. Concurrence Agency** *Nil*
- 3. Submissions** *Nil*
- 4. Further development permits THAT MAY BE required**
- carrying out internal building works;*
 - carrying out drainage works; and*
 - carrying out plumbing works.*
- 5. 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*
- 6. Right of appeal**
- Appeal Rights from the Sustainable Planning Act 2009.*

Resolution No. 1017/016

CARRIED 6/0

A1017-009: Issue Development Approval

CONFIRMED MINUTES

GENERAL BUSINESS - ENGINEERING

Topic:	GPS Signs
Discussion:	Cr Young enquired about the GPS signs at the boat ramps and asked when they would be replaced. The Director of Engineering advised that the signs had been ordered and would be installed upon delivery.

Topic:	Commercial Fishermen Signs
Discussion:	Cr Bawden advised that commercial fishermen representatives had expressed concerns about the wording on the "Commercial Fishermen" signs that have been erected at the Karumba and Normanton public boat ramps. Council considered the wording and agreed to reword the signs and to recognise the commercial fishermen's acknowledgment of the need to manage fishing stocks within the Norman River.

A1017-010: Reword signage and provide a copy of proposed signage to Commercial Fishermen Associations for feedback prior to printing signs.

Topic:	Water Meter Reading
Discussion:	Cr Gallagher advised that Council had previously read water meters twice a year and enquired if water meters could again be read bi-annually to allow ratepayers to better monitor their water usage. Council agreed to recommence 6 monthly water meter readings.

A1017-011: Recommence 6 monthly water meter readings.

Topic:	Mutton Hole Station Access Road culvert
Discussion:	Cr Murphy advised that the culvert on the Mutton Hole Station access road had been removed prior to the last wet season and expressed concerns regarding potential scouring and damage to the road if the culvert is not replaced. The Director of Engineering advised that an investigation of the site would be undertaken and any necessary works would be undertaken to prevent scouring.

A1017-012: Investigate and undertake necessary works to prevent scouring to Mutton Hole Station access road.

CONFIRMED MINUTES

Topic:	Shady Lagoon
Discussion:	Cr Bawden enquired when Shady Lagoons creek crossing works were to be done. The Director of Engineering advised that works to be done prior to the Christmas close down.

A1017-013: Undertake remedial works to improve Shady Lagoon creek crossing.

ADJOURNMENT:

- The meeting adjourned for afternoon tea at **3.54pm**.
- The meeting resumed at **4:55pm**.
- During the adjournment, Council inspected the Les Wilson Barramundi Discovery Centre.

ADJOURNMENT FOR NEXT DAY

COUNCIL RESOLUTION

Moved Cr Gallagher

Seconded Cr Bawden

That Council adjourn the meeting at 5.00pm to resume on Thursday 12 October 2017 at 8.00am.

Resolution No. 1017/017

CARRIED 6/0

CONFIRMED MINUTES

Thursday 12 October 2017

1 OPENING OF MEETING

The Mayor welcomed members and declared the meeting open at **8.15am**.

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	

Staff

Mr Michael Hayward	Chief Executive Officer
Ms Angeline Pascoe	Executive Assistant
Mr Oliver Pring	Director Corporate Services

The following officers attended the meeting as indicated in the minutes

Mrs Cherie Schafer	Manager Economic & Community Development
Mrs Lisa Ruyg	Manager Human Resources
Mr Justin Hancock	Manager Finance & Administration

APOLOGY

COUNCIL RESOLUTION

Moved Cr Beard Seconded Cr Gallagher

That the apology from Cr Wells be accepted and that leave of absence from the meeting be granted.

Resolution No. 1017/018

CARRIED 6/0

CONFIRMED MINUTES

10 REPORTS FROM THE CHIEF EXECUTIVE OFFICER

10.1 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.

Topic:	Karumba Recreation Club
Discussion:	<p>Cr Beard made enquiries in relation to the water allocation for the Karumba Recreation Club and the annual usage.</p> <p>The Chief Executive Officer advised that the golf course is irrigated with treated water from the Karumba STP and that the club has an allocation of 4,000kl per annum and that the Club's annual usage has been well below the allocation in recent years.</p> <p>Council directed that a review be undertaken of the water allocation on all non-profit and sport and recreation organisations that are levied a water charge.</p>

A1017-014: Review the water allocation on all non-profit and sport and recreation users.

COUNCIL RESOLUTION

Moved Cr Murphy

Seconded Cr Hawkins

1. *That Council receive the Chief Executive Officer's Report; and*
2. *That those matters not covered by resolution be noted.*

Resolution No. 1017/019

CARRIED 6/0

The Manager Human Resources entered the meeting at 8.48am.

10.2 HUMAN RESOURCES REPORT

Executive Summary:

This report provides information on activities occurring within the Human Resources Section of Council.

COUNCIL RESOLUTION

Moved Cr Young

Seconded Cr Gallagher

That Council accepts the report for information.

Resolution No. 1017/020

CARRIED 6/0

The Manager Human Resources left the meeting at 8.59am.

CONFIRMED MINUTES

GENERAL BUSINESS – CHIEF EXECUTIVE OFFICER

Topic:	Mutton Hole Wetlands Sign
Discussion:	Cr Murphy advised that the Mutton Hole Wetlands signs appear to be on the wrong side.

A1017-015: Investigate and amend Mutton Hole Wetlands directional signage as necessary.

Topic:	Use of Land under Trustee of Council
Discussion:	Cr Beard enquired if an application had been made for use of land in Yappar Street, Karumba which is held under the Trusteeship of Council. The Chief Executive Officer advised that discussions have been held with Mr David Wren who is interested in leasing part of the drainage reserve behind Gulf Concrete in Yappar Street. The Chief Executive Officer further advised that it was expected that an application to lease part of the land would be considered at the November 2017 ordinary meeting of Council.

A1017-016: Follow up with Mr David Wren to see if still interested in leasing land

Topic:	Lease of Talawanta Paddock – Normanton Rodeo Association
Discussion:	Cr Beard enquired if the lease of Talawanta Paddock to the Normanton Rodeo Association allowed for the paddock to be sub-leased.

A1017-017: Investigate terms of Talawanta Paddock lease and prepare a report to the November 2017 meeting.

Topic:	Operation of Les Wilson Barramundi Discovery Centre
Discussion:	Council enquired how the Les Wilson Barramundi Discovery Centre is proposed to be operated with particular reference to the operation of the Kitchen, Conference facility and tourist information area.

A1017-018: Prepare a business plan for the operation of the Les Wilson Barramundi Discovery Centre, including kitchen, conference and tourist information centre.

Topic:	Marsupial Fencing Kath Alexander Park
Discussion:	Cr Young advised that kangaroos and wallabies are destroying the grass at Kath Alexander Park and raised concerns for public health resulting from animal waste left by the kangaroos and wallabies. Council gave consideration to the matter and agreed that the best solution would be to fence off the park area to restrict access by wildlife and other animals.

CONFIRMED MINUTES

A1017-019: Prepare draft specifications and estimates for fencing of the Kath Alexander Park.

The Director of Engineering entered the meeting room at 9:32am.

Topic:	Les Wilson Barramundi Discovery Centre Carpark
Discussion:	Cr Bawden advised that following the inspection of the carpark there were concerns that the access to the rear of properties in Riverview Drive was not wide enough. Council discussed the carpark design and access to the rear of properties in Riverview Drive and agreed that a minimum access of 20 metres was required between the carpark and the properties.

COUNCIL RESOLUTION

Moved Cr Bawden

Seconded Cr Gallagher

That Council authorise the Director of Engineering to:

- 1. amend the design of the Les Wilson Barramundi Discovery Centre carpark to ensure a 20 metre access to properties on Riverview Drive (western side) of the carpark;***
- 2. reduce the volume of imported fill;***
- 3. direct stormwater to the rear of carpark; and***
- 4. That Council delegate the Mayor and Chief Executive Officer authority to approve the amended carpark design.***

Resolution No. 1017/021

CARRIED 6/0

A1017-020: Amend the Les Wilson Barramundi Discovery Centre Carpark design and submit copy to Mayor and Chief Executive Officer for approval.

The Director of Engineering left the meeting room at 10:06am.

Topic:	Outback Tourism Queensland Awards - Cloncurry
Discussion:	Cr Bawden advised that the Outback Queensland Tourism award were being held in Cloncurry from 2nd to 4th November 2017. Council agreed to send representatives to the award on 3rd November 2017 to identify opportunities to promote the shires attractions and tourism ventures.

A1017-021: Arrange for Council representatives to attend Outback Qld Tourism Award in Cloncurry on 3 November 2017.

CONFIRMED MINUTES

ADJOURNMENT:

- The meeting adjourned for morning tea at **10:11am**.
- The meeting reconvened at **10:25am**

11 REPORTS FROM DIRECTOR OF CORPORATE & COMMUNITY SERVICES

11.1 DCS REPORT

Executive Summary:

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

MOTION

Moved Cr Murphy

Seconded Cr Beard

That Council accept the quotation of Outsource Management Pty Ltd in the amount of \$24,000 (excluding GST.) to develop a Strategic Business Plan for the Mutton Hole Conservation Park.

Resolution No. 1017/022

CARRIED 6/0

A1017-022: Engage Outsource Management Pty Ltd to develop Business Plan for Mutton Hole Conservation Park.

COUNCIL RESOLUTION

Moved Cr Gallagher

Seconded Cr Young

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

Resolution No. 1017/023

CARRIED 6/0

The Manager Finance & Administration and the Manager Economic & Community Development entered the meeting at 11:05am

CONFIRMED MINUTES

11.2 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.

COUNCIL RESOLUTION

Moved Cr Hawkins

Seconded Cr Young

That Council

- 1. Receive the Community Development report; and***
- 2. That those matters not covered by resolution be noted.***

Resolution No. 1017/024

CARRIED 6/0

The Manager Economic & Community Development left the meeting at 11:25am.

11.3 MONTHLY FINANCIAL REPORT - SEPTEMBER 2017 – LATE ITEM

Executive Summary:

The Monthly Financial Report has been prepared for the period ending 30 September 2017.

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

COUNCIL RESOLUTION

Moved Cr Beard

Seconded Cr Gallagher

That Council accepts the Monthly Financial reports for the period ending 30 September 2017 as presented.

Resolution No. 1017/025

CARRIED 6/0

The Manager Finance & Administration left the meeting room at 11:58am.

CONFIRMED MINUTES

11.4 ACQUISITION OF STATE LAND FOR TOWN EXPANSION PURPOSES – LATE ITEM

Executive Summary:

Council made an application to the Department of Natural Resources and Mines (DNRM) to acquire land known as Lot 102 on SP195710 (behind the existing Ergon Depot in Normanton) for the purpose of town expansion.

COUNCIL RESOLUTION

Moved Cr Bawden

Seconded Cr Murphy

1. ***That Council resolved not to proceed to purchase part of the Normanton Township reserve (being part of Lot 102 on SP195710) at this point in time; and***
2. ***The Department of Natural Resources and Mines be advised that Council wishes to further investigate the need for further residential land as a result of recent movements in population and employment opportunities.***

Resolution No. 1017/026

CARRIED 6/0

A1017-023: Advise DNR that Council will not be proceeding with purchase of part of the Normanton Township Reserve at this point in time.

GENERAL BUSINESS – CORPORATE & COMMUNITY SERVICES

Topic:	4KZ Radio Tower
Discussion:	Cr Bawden enquired when the 4KZ Radio Tower was going to be erected. The Director Corporate Services advised that Council is waiting on advice from 4KZ regarding size of tower and specifications.

A1017-024: Follow up with 4KZ and request information

CONFIRMED MINUTES

12 GENERAL BUSINESS

Nil

13 CLOSURE OF MEETING

The Chair of the meeting, Cr Lyall Bawden, Mayor, declared the meeting closed at 12:45pm.

MINUTES CERTIFICATE

These Minutes are Confirmed.



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**Councillor LV Bawden
Mayor**

11 / 10 / 2017

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Date