

**CARPENTARIA SHIRE**

*Outback by the Sea*

***ORDINARY MEETING***

***MINUTES***

***20 SEPTEMBER, 2023***

## **CONFIRMED MINUTES**

### **TABLE OF CONTENTS**

<b>ITEM</b>	<b>SUBJECT</b>	<b>PAGE NO</b>
<b>1</b>	<b>OPENING OF MEETING .....</b>	<b>6768</b>
<b>2</b>	<b>RECORD OF ATTENDANCE.....</b>	<b>6768</b>
<b>3</b>	<b>CONDOLENCES .....</b>	<b>6768</b>
<b>4</b>	<b>CONFIRMATION OF MINUTES FROM PREVIOUS MEETINGS .....</b>	<b>6769</b>
<b>5</b>	<b>BUSINESS ARISING FROM PREVIOUS MEETINGS.....</b>	<b>6769</b>
<b>6</b>	<b>RECEPTION OF PETITIONS &amp; DEPUTATIONS.....</b>	<b>6769</b>
<b>7</b>	<b>MAYORAL MINUTES.....</b>	<b>6770</b>
<b>8</b>	<b>CONFIDENTIAL BUSINESS – ADJOURNMENT INTO CLOSED SESSION ...</b>	<b>6771</b>
8.1	Concealed Water Leak Concession Request - 49 Riverview Drive Karumba .....	6771
8.1	Concealed Water Leak Concession Request - 49 Riverview Drive Karumba .....	6772
<b>9</b>	<b>REPORTS FROM THE CHIEF EXECUTIVE OFFICER.....</b>	<b>6773</b>
9.1	CEO Report .....	6773
9.2	Lease of Lot 2 on LS11 - Reserve for Recreation Purposes - Normanton Rodeo Association .....	6774
9.3	Adoption of Planning Scheme for Public Notification .....	6775
9.4	Human Resources Report.....	6776
9.5	Les Wilson Barramundi Discovery Centre, Karumba and Normanton Visitor Information Centres.....	6777
<b>10</b>	<b>REPORTS FROM DIRECTOR OF CORPORATE &amp; COMMUNITY SERVICES.....</b>	<b>6778</b>
10.1	DCS Report.....	6778
10.2	Monthly Financial Report - August 2023 .....	6778
10.3	2022/2023 Operational Plan 4th Quarter Review (June 2023) .....	6779
10.4	Reserves Transfer .....	6779
10.5	Normanton Childcare Centre Operations.....	6780
10.6	Community Donations and Support .....	6781
10.7	Plant Committee Terms of Reference - Advisory Committee .....	6781

## **CONFIRMED MINUTES**

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10.8	Late Request - Community Donation - Late Item.....	6782
<b>11</b>	<b>REPORTS FROM DIRECTOR OF ENGINEERING - ROADS &amp; SERVICES ....</b>	<b>6783</b>
11.1	DOE Report .....	6783
11.2	NDRRA/QDRF Report .....	6784
11.3	Water and Waste Monthly Report.....	6785
11.4	Asset Management Report .....	6786
11.5	Workshop Report .....	6787
11.6	Building and Planning Report .....	6788
11.7	Application No. I/2315 - Material Change of Use (Building on Industrial Lot) - 1 Beard Crescent, Normanton .....	6789
11.8	Application No.I/2308 - Material Change of Use (Multiple Dwellings) - 18 Philp Street, Normanton .....	6791
11.9	23-0013 ATSI TIDS Cabbage Tree and Plains Ck Causeway - Late Item .....	6793
<b>12</b>	<b>GENERAL BUSINESS .....</b>	<b>6794</b>
<b>13</b>	<b>CLOSURE OF MEETING .....</b>	<b>6796</b>

## **CONFIRMED MINUTES**

### **1 OPENING OF MEETING**

The Mayor welcomed members and declared the meeting open at **9:04am**.

### **2 RECORD OF ATTENDANCE**

#### **Councillors**

Cr LV Bawden	Mayor
Cr BJ Hawkins	Deputy Mayor
Cr AT Gallagher	
Cr AJ Scott	
Cr CJ Young	
Cr AM Murphy	

#### **Staff**

Mr Mark Crawley	Chief Executive Officer
Ms Angeline Pascoe	Executive Assistant
Ms Julianne Meier	Director Corporate Services
Ms Anne Andrews	Director Community, Tourism & Regional Prosperity
Mr Michael Wanrooy	Director of Engineering

*The following officers attended the meeting as indicated in the minutes*

Mrs Lisa Ruyg	Manager Human Resources
Ms Jade Nacario	Manager Finance and Administration
Ms Amanda O'Malley	Manager Les Wilson Barramundi Discovery Centre
Mrs Natasha Glaskin	Manager Water & Waste
Mr Tom Loadsman	Asset Manager
Mr John Martin	Consultant Engineer - ERSCON
Mr Nick Lennon	Consultant Engineer - ERSCON

#### **APOLOGY**

#### **COUNCIL RESOLUTION**

Moved Cr Murphy

Seconded Cr Scott

***That Council accept the apology from Cr Thomas and grant leave of absence.***

**CARRIED 6/0**

***Resolution No. 0923/001***

### **3 CONDOLENCES**

Nil.



## **CONFIRMED MINUTES**

The Mayor welcomed the new Director Community, Tourism and Regional Prosperity – Ms Anne Andrews.

### **4 CONFIRMATION OF MINUTES FROM PREVIOUS MEETINGS**

Confirmation of Minutes from the Ordinary Council Meeting held 17 August 2023, as previously circulated to Councillors.

#### **COUNCIL RESOLUTION**

Moved Cr Young

Seconded Cr Hawkins

***That the Minutes of the Ordinary Council Meeting held 17 August 2023 be confirmed.***

**CARRIED 6/0**

***Resolution No. 0923/002***

### **5 BUSINESS ARISING FROM PREVIOUS MEETINGS**

**Page 11: Concealed Water Leak Application – Assessment A172 – 32 Clarina Street: Garbage Utility Charges – Assessment A72 – 63 Yappar Street**

The Director Corporate Services requested that Resolution No.0823/006 of the Confirmed Minutes of the Ordinary Meeting held on 17 August 2023 be amended.

Action: The amendments to the August 2023 Minutes have been made and reflects the change.

#### **COUNCIL RESOLUTION**

Moved Cr Scott

Seconded Cr Young

***That Council:***

- a. resolve to grant a concession for the Concealed Water Leak Application received by Council for 32 Clarina Street, Karumba (Assessment A172; Lot 16 on K36412) in accordance with Council's Concealed Water Leak Policy.***
- b. lay on the table.***

**CARRIED 6/0**

***Resolution No. 0923/003***

### **6 RECEPTION OF PETITIONS & DEPUTATIONS**

Nil.

## **CONFIRMED MINUTES**

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<b>7 MAYORAL MINUTES</b>
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<b>Gillnet Closures</b>
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Cr Bawden informed an extension of time has been granted following the request to the Minister from the Mayor.
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The Minister's office to contact fishermen regarding consultation.
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<b>NWQROC Meeting – Mount Isa (5 &amp; 6 September 2023)</b>
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Cr Bawden informed of his attendance at the NWQROC meeting recently held at Mount Isa. Discussion were held on the following issues:
--

- |  |
|--|
| <ul style="list-style-type: none"><li>• Geoff Penton has left Southern Gulf NRM. Geoff gave a presentation on Climate change. - Higher temperature were experienced in Winter.</li><li>• Quarries is still an ongoing issue.</li></ul> |
|--|

Cr Bawden also informed he has been re-elected as the Chair of NWQROC.
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## CONFIRMED MINUTES

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### 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 Gallagher

Seconded Cr Young

***That Council adjourn into Closed Session and members of the press and public be excluded from the meeting of the Closed Session, and access to the correspondence and reports relating to the items considered during the course of the Closed Session be withheld unless declassified by separate resolution. This action is taken in accordance with clause 275(1) of the Local Government Regulation 2012 as the items listed come within the following provisions***

- 8.1 Concealed Water Leak Concession Request - 49 Riverview Drive Karumba  
***This item is classified CONFIDENTIAL under the provisions of clause 254J(3)(d) of the Local Government Regulation 2012, which permits the meeting to be closed to the public for business relating to rating concessions.***

CARRIED 6/0

Resolution No. 0923/004

#### CLOSURE OF MEETING:

The meeting was closed to the public at 9:35am.

#### COUNCIL RESOLUTION

Moved Cr Scott

Seconded Cr Young

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

CARRIED 6/0

Resolution No. 0923/005

#### REOPENING OF MEETING:

The meeting was reopened to the public at 9:37am.

## CONFIRMED MINUTES

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<b>8.1 CONCEALED WATER LEAK CONCESSION REQUEST - 49 RIVERVIEW DRIVE KARUMBA</b>
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**Executive Summary:**

Assessment A122 being located 49 Riverview Drive, Karumba, recorded a high water consumption charge for the 1<sup>st</sup> Levy issued in August for the 2023/2024 year. The owner is requesting a concession under the "Concealed Leak Policy". The Policy, as written, allows Council to provide a concession to qualifying owners.

<b>COUNCIL RESOLUTION</b>
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Moved Cr Gallagher

Seconded Cr Young

***That Council provide a concession of \$321.15 in line with Council's Concealed Water Leak Policy for the 1<sup>st</sup> Levy 2023/2024 water consumption charges.***

**CARRIED 6/0**

***Resolution No. 0923/006***

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## CONFIRMED MINUTES

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<b>9</b>	<b>REPORTS FROM THE CHIEF EXECUTIVE OFFICER</b>
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<b>9.1</b>	<b>CEO REPORT</b>
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**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 Scott

Seconded Cr Young

***That Council:***

- 1. receive and note the Chief Executive Officer's report; and***
- 2. that those matters not covered by resolution be noted.***

**CARRIED 6/0**

***Resolution No. 0923/007***

**DECLARATION OF INTEREST:**

I, **Councillor Gallagher**, inform this meeting that, pursuant to section 150EQ(3)(b) of the Local Government Act 2009, I have a declarable conflict of interest in relation to Agenda Item 9.2 – Lease of Lot 2 on LS11 – Reserve for Recreation Purposes – Normanton Rodeo Association. The nature of my interest is as follows:

- I am a member of the Normanton Rodeo Committee Inc;
- My daughter Emmy is the Secretary

In accordance with section 150EM of the Local Government Act 2009 I wish to remain for the discussion and voting, therefore I wish to remain in the meeting while this matter is discussed and voted on.

**ATTENDANCE:**

Councillor Gallagher remained in the meeting room.

## CONFIRMED MINUTES

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<b>.2 LEASE OF LOT 2 ON LS11 - RESERVE FOR RECREATION PURPOSES - NORMANTON RODEO ASSOCIATION</b>
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**Executive Summary:**

The lease of the 51.7 square kilometre Reserve for Recreation Purposes located on the Burke Development Road and currently leased to the Normanton Rodeo Association is due to expire on 30 November 2023.

**COUNCIL RESOLUTION**

Moved Cr Young

Seconded Cr Hawkins

*That Council call expressions of interest from interested parties for the lease/agistment of Lot 2 on Crown Plan LS11 for a term of 2 years with an option to extend.*

FOR the motion: Cr Bawden, Cr Hawkins, Cr Murphy, Cr Scott and Cr Young

AGAINST the motion: Cr Gallagher

**CARRIED 5/1**

**Resolution No. 0923/008**

**ATTENDANCE:**

The Executive Assistant left the meeting room at 10:10am.

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## CONFIRMED MINUTES

### 9.3 ADOPTION OF PLANNING SCHEME FOR PUBLIC NOTIFICATION

#### Executive Summary:

Council resolved in February 2023 to submit the draft planning scheme to the Department of State Development Infrastructure Local Government and Planning (DSDILGP) for the formal state interest review check. Council's resolutions were to:

1. Adopt the draft planning scheme for the purposes of the formal state interest review required as step 3 of the process set out in the Chief Executive's notice under section 18 of the Planning Act
2. Provide the Chief Executive with the information set out in the requirements for step 3.

After preliminary comments from state agencies, Council further resolved in June 2023 to make changes the draft scheme Council's resolutions were to:

1. Endorse the changes proposed to the draft planning scheme and agree to resubmit the revised draft to DSDILGP to progress to step 6 of the agreed scheme preparation process under the chief executive's section 18 notice.
2. Endorse the revised Natural Hazard and Risk Assessment and Feasible Alternative Report and agrees to resubmit the revised draft to DSDILGP.

On 7 August 2023, DSDILGP advised that it is satisfied the proposed planning scheme appropriately integrates the relevant state interests and that Council may proceed to public notification of the draft scheme in accordance with the step 8 of the section 18 notice.

No further changes to the draft planning scheme or risk assessment report are required.

Public notification is a statutory requirement and must be undertaken for a period of at least 40 business days. During this period, the scheme must be made available for inspection and purchase, and submissions may be made to Council by any person.

The notification period is proposed to extend from 25 September to 4 November 2023 and will involve notices at each of council's offices, a newspaper notice, notice in Council's newsletter and two 'drop in' sessions with Council's consultant in October.

#### COUNCIL RESOLUTION

Moved Cr Murphy

Seconded Cr Hawkins

***That Council agrees to make the draft planning scheme available for public notification in accordance with the requirements of the Chief Executive's section 18 notice.***

**CARRIED 6/0**

***Resolution No. 0923/009***

#### ATTENDANCE:

The Chief Executive Officer left the meeting room at 10:16am.

The Chief Executive Officer left the meeting room at 10:17am.

The Executive Assistant re-entered the meeting room at 10:17am.

The Manager Human Resources entered the meeting room at 10:17am.

## CONFIRMED MINUTES

### 9.4 HUMAN RESOURCES REPORT

#### Executive Summary:

This report provides information on the progress of SAFEPLAN, Council's safety management system, and an update on general human resource matters.

#### COUNCIL RESOLUTION

Moved Cr Gallagher

Seconded Cr Murphy

#### *That Council:*

- 1. receive and accept the Human Resources Report;*
- 2. that those matters not covered by resolution be noted.*

CARRIED 6/0

*Resolution No. 0923/010*

#### ATTENDANCE:

The Manager Human Resources left the meeting room at 10:27am.

#### ADJOURNMENT:

The meeting was adjourned for morning tea at 10:28am.

The meeting resumed at 10:52am.

#### ATTENDANCE:

The Manager Les Wilson Barramundi Discovery Centre entered the meeting room at 10:52am.

Councillor Hawkins left the meeting room at 10:52am.

**The Executive Assistant left the meeting room at 10:52am.**

Councillor Hawkins re-entered the meeting room at 10:56am.

**The Executive Assistant re-entered the meeting room at 11:01am.**

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## CONFIRMED MINUTES

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<b>9.5 LES WILSON BARRAMUNDI DISCOVERY CENTRE, KARUMBA AND NORMANTON VISITOR INFORMATION CENTRES</b>
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**Executive Summary:**

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

<p><b>COUNCIL RESOLUTION</b></p> <p>Moved Cr Murphy <span style="float: right;">Seconded Cr Scott</span></p> <p><b><i>That Council:</i></b></p> <p><b>1. receive the Report and;</b></p> <p><b>2. that those matters not covered by resolution be noted.</b></p> <p><b>CARRIED 6/0 <span style="float: right;">Resolution No. 0923/011</span></b></p>
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**ATTENDANCE:**

The Manager Les Wilson Barramundi Discovery Centre left the meeting room at 11:18am.

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## CONFIRMED MINUTES

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

#### 10.1 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.

##### COUNCIL RESOLUTION

Moved Cr Scott

Seconded Cr Young

##### *That Council:*

- 1. receive and note the Director of Corporate Services Report; and*
- 2. provide a capital budget of \$23,000 for the replacement of 2 treadmills at Normanton and Karumba gymnasiums; and*
- 3. that those matters not covered by a resolution be noted.*

CARRIED 6/0

Resolution No. 0923/012

##### ATTENDANCE:

The Director Corporate Services left the meeting room at 11:47am.

The Director Corporate Services re-entered the meeting room at 11:48am.

The Manager Finance and Administration entered the meeting room at 11:48am.

#### 10.2 MONTHLY FINANCIAL REPORT - AUGUST 2023

##### Executive Summary:

Presentation of the financial report for 31 August 2023 as required under section 204 of the *Local Government Regulation 2012*. The report is presented for noting and indicates whether Council is progressing satisfactorily against its current budget.

##### COUNCIL RESOLUTION

Moved Cr Gallagher

Seconded Cr Scott

*That Council accepts the Monthly Financial Report, as required under section 204 of the Local Government Regulation 2012 for the period ended 31 August 2023.*

CARRIED 6/0

Resolution No. 0923/013

## CONFIRMED MINUTES

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### ATTENDANCE:

The Manager Finance and Administration left the meeting room at 12:09pm.

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### 10.3 2022/2023 OPERATIONAL PLAN 4TH QUARTER REVIEW (JUNE 2023)

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#### Executive Summary:

The *Local Government Regulation 2012* requires that a local government must for each financial year prepare and by resolution adopt an Annual Operational Plan. A report on the Operational Plan is to be prepared and presented to the Council on a regular basis outlining the progress towards implementing the key initiatives therein.

#### COUNCIL RESOLUTION

Moved Cr Hawkins

Seconded Cr Gallagher

***That Council notes the fourth quarter review of the 2022 – 2023 Operational Plan to the 30<sup>th</sup> June 2023.***

CARRIED 6/0

***Resolution No. 0923/014***

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### 10.4 RESERVES TRANSFER

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#### Executive Summary:

The Reserves Policy has been developed to establish guidelines for the management of existing cash reserves, and to ensure there are controls over the expenditure of internally restricted cash. Council is asked to approve transfers from Reserves as presented in this report, following the 2023/2024 Budget.

#### COUNCIL RESOLUTION

Moved Cr Murphy

Seconded Cr Scott

***That Council:***

- 1. approves transfers from reserves as per the 23/24 capital budget, in accordance with the Reserves Policy; and***
- 2. note the financial contribution towards Growing Regions Program for the Karumba Foreshore Revitalisation project to construct an artificial Headland at Karumba Point is \$556,972.***

CARRIED 6/0

***Resolution No. 0923/015***



## CONFIRMED MINUTES

### 10.5 NORMANTON CHILDCARE CENTRE OPERATIONS

#### Executive Summary:

In March 2023, the Carpentaria Shire Council engaged Astute Early Years Specialist Pty Ltd ATF The Comerford Family Trust to create a business plan for the Normanton Child Care Centre. This report asks that Council engage Astute to provide business plan support and implementation.

#### COUNCIL RESOLUTION

Moved Cr Hawkins

Seconded Cr Murphy

#### *That Council:*

- 1. pursuant to s235 (b) of the Local Government Regulation 2012, resolve to enter into an agreement with Astute Early Years Specialist Pty Ltd ATF The Comerford Family Trust to support Council with the implementation of the business plan over a period of five years, reviewed annually; and*
- 2. delegate to the Chief Executive Officer power to review the effectiveness of the arrangement after each period of twelve months; and*
- 3. provide an additional operational budget of \$31,500 for the 2023/2024 financial year.*
- 4. Delegate authority to the Mayor and Chief Executive Officer to make decisions on out of session matters raised by Astute.*

FOR the motion: Cr Bawden, Cr Hawkins, Cr Murphy, Cr Scott and Cr Young

AGAINST the motion: Cr Gallagher

CARRIED 5/1

*Resolution No. 0923/016*

#### ADJOURNMENT:

The meeting was adjourned for lunch at **12:39pm**.

The meeting resumed at **1:40pm**.

#### DECLARATION OF INTEREST:

I, **Councillor Gallagher**, inform this meeting that, pursuant to section 150EQ(3)(b) of the Local Government Act 2009, I have a declarable conflict of interest in relation to Agenda Item 10.6 – Community Donations. The nature of my interest is as follows:

- (i) My wife Shannon works for Bynoe CACS Ltd;

In accordance with section 150EM of the Local Government Act 2009 I will now leave the meeting and stay away from the meeting while this matter is discussed and voted on.



## CONFIRMED MINUTES

### ATTENDANCE:

Councillor Gallagher left the meeting room at 1:43pm.

### 10.6 COMMUNITY DONATIONS AND SUPPORT

#### Executive Summary:

Council receives numerous requests for donations throughout the year. The applications for donations and fee waivers listed in this report are presented for Council consideration, or advising those applications already approved by the Chief Executive Officer's delegation.

#### COUNCIL RESOLUTION

Moved Cr Hawkins

Seconded Cr Young

***That Council approves the following requests for Donations and waivers of fees and charges:***

1. ***Bynoe CACS would like to run some activities in the Normanton Sports Centre as part of a school holiday program from the 18<sup>th</sup> September through to 29<sup>th</sup> September.***

- ***Hire of the Normanton Sports Centre for ten days @ \$390 per day***

***TOTAL EST. IN KIND VALUE***

***\$3,900***

**CARRIED 5/0**

***Resolution No. 0923/017***

### ATTENDANCE:

Councillor Gallagher re-entered the meeting room at 1:57pm.

### 10.7 PLANT COMMITTEE TERMS OF REFERENCE - ADVISORY COMMITTEE

#### Executive Summary:

At the August 2021 General Meeting the Council adopted a new Policy in relation to Advisory Committees and draft Terms of Reference for each of the committees in use by Council. The Terms of Reference for the Plant Advisory Committee are attached for adoption by Council.

#### COUNCIL RESOLUTION

Moved Cr Young

Seconded Cr Hawkins

***That Council adopt the Terms of Reference for the Plant Advisory Committee.***

**CARRIED 6/0**

***Resolution No. 0923/018***

## CONFIRMED MINUTES

### DECLARATION OF INTEREST:

I, **Councillor Gallagher**, inform this meeting that, pursuant to section 150EQ(3)(b) of the Local Government Act 2009, I have a declarable conflict of interest in relation to Agenda Item 10.8 – Community Donations. The nature of my interest is as follows:

- (i) My wife Shannon works for Bynoe CACS Ltd;

In accordance with section 150EM of the Local Government Act 2009 I will now leave the meeting and stay away from the meeting while this matter is discussed and voted on.

### ATTENDANCE:

Councillor Gallagher left the meeting room at **1:59pm**.

### 10.8 LATE REQUEST - COMMUNITY DONATION - LATE ITEM

#### **Executive Summary:**

Council acknowledges the important role that community groups/clubs, sporting clubs, committees and other community organisations play in the social fabric of the communities within the Shire and supports these activities by providing financial assistance as determined by the Community, Grants, Donations and Support Policy. This report relates to a request from Bynoe CACS Ltd received by Council on 17 September, 2023 for the waiver of the fee for Normanton Sport Centre for activities to be held in September, October and November.

#### **COUNCIL RESOLUTION**

Moved Cr Murphy

Seconded Cr Scott

- 1. That Council approves a fee waiver of \$7,800 to Bynoe CACS Ltd for the hire of the Normanton Sports Centre for delivery of the 20-day Deadly Choices program.**
- 2. That Council promotes the timeframes for applications to the community to ensure Council officers have the appropriate time to prepare reports to Council if required.**

**CARRIED 5/0**

**Resolution No. 0923/019**

### ATTENDANCE:

Councillor Gallagher re-entered the meeting room at **2:00pm**.

**The Chief Executive Officer left the meeting room at 2:06pm.**

**The Consultant Engineers entered the meeting room at 2:10pm.**

**The Manager Water and Waste entered the meeting room at 2:10pm.**

**The Asset Manager entered the meeting room at 2:10pm.**

**The Chief Executive Officer re- entered the meeting room at 2:11pm.**

## CONFIRMED MINUTES

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<b>11      REPORTS FROM DIRECTOR OF ENGINEERING - ROADS &amp; SERVICES</b>
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<b>11.1    DOE REPORT</b>
---------------------------

**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 Murphy

Seconded Cr Young

***That Council:***

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

**CARRIED 6/0**

***Resolution No. 0923/020***

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## CONFIRMED MINUTES

### 11.2 NDRRA/QDRF REPORT

#### Executive Summary:

**QRA20:** The QRA20 project is 100% complete. All submissions have been acquitted and Council have received the final payments.

**QRA21:** The QRA21 project is approximately 90.4% complete. Construction has now recommenced with the QRA21 scope being prioritised to ensure deadlines are met. The current construction program has been compiled to complete all submissions prior to the EOT deadline of 31 December 2023.

**QRA22:** The QRA22 project is approximately 66.1% complete. Roads with both QRA21 and QRA22 scope have been programmed together where possible to reduce camp and establishment costs. The QRA22 program of work has a deadline of 30 June 2024.

**QRA23:** Emergency Works will continue to restore access where required within the Shire. CDO acquittal documentation has been submitted to QRA. Damage pickup and assessments have been completed. Submission 1 (Iffley Road) has been lodged with further submissions currently being prepared. QRA21 and QRA22 scope that received significant additional damage will be submitted to be rolled over into the QRA23 submissions.

**RRUPP:** Two (2) Remote Roads Upgrade Pilot Program (RRUPP) projects have been approved for construction. The push-up of gravel material has commenced for Iffley Road with construction programmed to start at the end of September/early October in conjunction with QRA23 scope as per the funding agreement. Works on the Dixie Road will take place in the 2024 calendar year.

**OTHER:** The Mitchell River Bridge project is progressing with preliminary design and options analysis. Dunbar – Kowanyama (pavement stabilization and sealing) betterment project is expected to commence in the coming weeks and the Poingdestre Creek Causeway betterment project has commenced. Normanton Stormwater Upgrades betterment project acquittal documentation has been submitted.

#### COUNCIL RESOLUTION

Moved Cr Gallagher

Seconded Cr Hawkins

#### *That Council:*

- 1. accepts the NDRRA/QDRF Report as presented; and*
- 2. that those matters not covered by resolution be noted.*

**CARRIED 6/0**

**Resolution No. 0923/021**

#### ATTENDANCE:

The Consultant Engineers left the meeting room at 3:09pm.

The Executive Assistant left the meeting room at 3:19pm.

The Executive Assistant re-entered the meeting room at 3:21pm.



## CONFIRMED MINUTES

### 11.3 WATER AND WASTE MONTHLY REPORT

#### Executive Summary:

This report has been prepared to provide Council with an overview of actions completed and underway within the Water and Waste Department for the month of August 2023.

#### COUNCIL RESOLUTION

Moved Cr Scott

Seconded Cr Young

#### *That Council:*

- 1. receive and note the Water and Waste Monthly Report for August 2023; and*
- 2. that those matters not covered by resolution be noted.*

CARRIED 6/0

Resolution No. 0923/022

#### ATTENDANCE:

**The Manager Water and Waste left the meeting room at 3:24pm.**

Councillor Gallagher left the meeting room at 3:24pm

Councillor Scott left the meeting room at 3:25pm.

Councillor Hawkins left the meeting room at 3:25pm.

Councillor Gallagher re-entered the meeting room at 3:26pm.

Councillor Scott re-entered the meeting room at 3:26pm.

Councillor Hawkins re-entered the meeting room at 3:27pm.

Councillor Gallagher left the meeting room at 3:34pm

Councillor Murphy left the meeting room at 3:34pm.

Councillor Gallagher re-entered the meeting room at 3:35pm

Councillor Murphy re-entered the meeting room at 3:35pm.

**The Consultant Engineer Nick Lennon re-entered the meeting room at 3:42pm.**

## CONFIRMED MINUTES

### 11.4 ASSET MANAGEMENT REPORT

#### Executive Summary:

This report provides information and updates to Council on various tasks that are facilitated within the Asset Managers team. Items of particular interest are discussed in further detail within the report:

#### COUNCIL RESOLUTION

Moved Cr Murphy

Seconded Cr Young

#### *That Council:*

- 1. receive the Asset Management Report as presented; and**
- 2. that those matters not covered by resolution be noted.**

**CARRIED 6/0**

**Resolution No. 0923/023**

#### DECLARATION OF INTEREST:

I, **Councillor Bawden**, inform this meeting that, pursuant to section 150EQ(3)(b) of the Local Government Act 2009, I have a declarable conflict of interest in relation to Agenda Item 11.5 – Workshop Report. The nature of my interest is as follows:

- (i) Machines that I maintain were listed in the Report;

In accordance with section 150EM of the Local Government Act 2009 I will now leave the meeting and stay away from the meeting while this matter is discussed and voted on.

#### ATTENDANCE:

Councillor Bawden left the meeting room at **3:45pm**.  
Councillor Hawkins assumed the role of Chair.

## CONFIRMED MINUTES

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### 11.5 WORKSHOP REPORT

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#### Executive Summary:

This report provides information and updates to Council on various maintenance and repairs that are facilitated within the Workshop.

#### COUNCIL RESOLUTION

Moved Cr Scott

Seconded Cr Gallagher

#### *That Council:*

- 1. receive the Workshop Report as presented; and*
- 2. that those matters not covered by resolution be noted.*

CARRIED 5/0

*Resolution No. 0923/024*

#### ATTENDANCE:

Councillor Bawden re-entered the meeting room at **3:47pm**.  
Councillor Bawden resumed the role of Chair.

#### ADJOURNMENT:

The meeting adjourned for afternoon tea at **3:47pm**.  
The meeting resumed at **4:04pm**.

#### DECLARATION OF INTEREST:

I, **Councillor Scott**, inform this meeting that, pursuant to section 150EQ(3)(b) of the Local Government Act 2009, I have a declarable conflict of interest in relation to the discussions on Inkerman Road. The nature of my interest is as follows:

- (i) I am a Contractor;

In accordance with section 150EM of the Local Government Act 2009 I will now leave the meeting and stay away from the meeting while this matter is discussed and voted on.

#### ATTENDANCE:

Councillor Scott left the meeting room at **4:04pm**.

The Consultant Engineer provided Council with a brief summary of the discussion with Peter and Jane Harris from Inkerman Station who requested the Inkerman Road be returned to the Asset Register.

## CONFIRMED MINUTES

### ATTENDANCE:

The Consultant Engineer left the meeting room at 4:19pm.

Councillor Scott re-entered the meeting room at 4:19pm.

### DECLARATION OF INTEREST:

I, **Councillor Murphy**, inform this meeting that, pursuant to section 150EQ(3)(b) of the Local Government Act 2009, I have a declarable conflict of interest in relation to Agenda Item 11.7 – Material Change of Use and Agenda Item 11.8 – MCU at 18 Philp Street. The nature of my interest is as follows:

- (i) It's my application for my property;
- (ii) I do the occasional work for Wren Construction and likely to work on this site.

In accordance with section 150EM of the Local Government Act 2009 I will now leave the meeting and stay away from the meeting while this matter is discussed and voted on.

### ATTENDANCE:

Councillor Murphy left the meeting room at 4:19pm.

## 11.6 BUILDING AND PLANNING REPORT

### **Executive Summary:**

The report is to advise Council of relevant planning and building activities within the Shire for the month of August 2023.

### **COUNCIL RESOLUTION**

Moved Cr Hawkins

Seconded Cr Gallagher

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

**CARRIED 5/0**

***Resolution No. 0923/025***



## CONFIRMED MINUTES

### 11.7 APPLICATION NO. I/2315 - MATERIAL CHANGE OF USE (BUILDING ON INDUSTRIAL LOT) - 1 BEARD CRESCENT, NORMANTON

#### Executive Summary:

Council is in receipt of an application for a development permit for a Material Change of Use for Industry, involving new sheds and access. The property is located at 1 Beard Crescent Normanton (on the corner of Wurrup Street) and accommodates Murph's Plumbing. It is more properly described as Lot 1 on RP902029.

The proposed development is Code Assessable and is recommended for approval.

#### COUNCIL RESOLUTION

Moved Cr Young

Seconded Cr Scott

#### *That Council resolve:*

*In accordance with the Planning Act 2016, that the applicant be notified that the application for a Development Permit for Material Change of Use for Industry (being the expansion of an existing operation through the establishment of new sheds and new access at 1 Beard Crescent, Normanton, formally described as Lot 1 on RP902029, is approved, subject to the conditions detailed below.*

#### Reasons for approval

*The proposed development complies or can be conditioned to comply with all applicable assessment benchmarks, including:*

- *Industry zone code*
- *General development code*
- *Advertising devices code*
- *Aerodrome and aviation facilities overlay.*

*It therefore must be approved in accordance with the Planning Act section 60 (2).*

*The proposed development is consistent with the intentions for the industry zone and does not create any significant new impacts.*

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

##### General

1. *The development shall be undertaken substantially in accordance with the proposal plans:*
  - (i) *A101 site plan dated August 23*
  - (ii) *A102 layout plan dated August 23*
  - (iii) *AWS1234002 – 3 Layout 28/06/23*
  - (iv) *AWS1234002 – 4 Specification Sheet 28/06/23*
  - (v) *AWS1234003 – 3 Layout 28/06/23*

## CONFIRMED MINUTES

(vi) AWS1234003 – 4 Specification Sheet 28/06/23

(vii) AWS1234004 – 3 Layout 28/06/23

(viii) AWS1234004 – 4 Specification Sheet 28/06/23

### *Access, car parking and vehicle movement areas*

2. *The new driveway access is to be constructed in accordance with FNQROC Standard Drawing S1015 for access crossover (for commercial and industrial crossing).*

### *Services*

3. *The development is to be connected to Council's reticulated water supply and sewerage system.*
4. *The proponent is to meet all costs of connections and any upgrades to urban services (water, sewer, electricity, telecommunications and drainage).*
5. *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 proponent.*

### *Lighting*

6. *The level of illumination at the boundary of the site from any lighting installed does not exceed 8 lux.*

### *Maintenance of the Site*

7. *The level of illumination at the boundary of the site from any lighting installed does not exceed 8 lux.*

### *Advisory Notes*

- a) *The proposed buildings will require building certification.*
- b) *Any signage proposed for the use may require an additional approval under the Shire of Carpentaria Planning Scheme and Council's local laws – refer to the Shire of Carpentaria Planning Scheme Table 4.17 Assessment Categories and Relevant Assessment Criteria for the Industry Zone – Other Development and Subordinate local law 1.14 Installation of Advertising devices.*
- c) *In accordance with section 85 of the Planning Act 2016, this approval will lapse six (6) years from the day the approval takes effect.*

CARRIED 5/0

Resolution No. 0923/026

## CONFIRMED MINUTES

### 11.8 APPLICATION NO.I/2308 - MATERIAL CHANGE OF USE (MULTIPLE DWELLINGS) - 18 PHILP STREET, NORMANTON

#### Executive Summary:

The application seeks a development approval for Material Change of Use for a multiple dwelling consisting of four (4) dwelling units on land at 18 Philp Street Normanton. The site is more properly described as Lot 5 on SP136532.

The proposed development is Impact Assessable and is recommended for approval with reasonable conditions.

#### COUNCIL RESOLUTION

Moved Cr Hawkins

Seconded Cr Scott

#### *That Council resolve:*

*In accordance with the Planning Act 2016, that the applicant be notified that the application for a Development Permit for material change of use for a multiple dwelling at 18 Philp Street, Normanton, formally described as Lot 5 on SP136532, is approved, subject to the conditions detailed below.*

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

##### General

1. *The development shall be undertaken substantially in accordance with the proposal plans nominated as Concept #2 12 07 23:*

- (i) A101 Site Plan
- (ii) A102 Site / Civil Plan
- (iii) A103 Layout Plan – Units 1 & 2
- (iv) A104 Layout Plan – Units 3 & 4
- (v) A105 Elevations – Units 1 & 2
- (vi) A106 Elevations – Units 3 & 4
- (vii) A107 Elevations – Units 3 & 4
- (viii) A107a Landscaping Plan
- (ix) A107b Area Plan

##### *Access, car parking and vehicle movement areas*

2. *Car parking and driveways are to be sealed with concrete meeting FNQROC Development Specification S7 Concrete Works or other standard approved by the Chief Executive Officer or delegate.*
3. *The new driveway access is to be constructed in accordance with FNQROC Standard Drawing S1015 for access crossovers from the site boundary to the edge of the carriageway pavement.*

##### Services

4. *The development is to be connected to Council's reticulated water supply and sewerage system.*



## CONFIRMED MINUTES

5. *The proponent is to meet all costs of connections and any upgrades to urban services (water, sewer, electricity, telecommunications and drainage).*
6. *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 proponent.*

### *Landscaping*

7. *Landscaping is to be provided and maintained in accordance with A107a Landscaping Plan.*
8. *Landscaping of garden areas depicted on A107a Landscaping Plan is to include planting of native tree and shrub species and mulching of garden beds. Other unsealed areas are to be grassed.*

### *Maintenance of the Site*

9. *The development site is to be maintained in a clean and tidy condition at all times.*

### *Advisory Notes*

10. *In accordance with Section 85 of the Planning Act 2016, this approval will lapse six (6) years from the day the approval takes effect.*

### *Background:*

#### *Reasons for approval*

*The proposed development is Impact Assessable and complies with all applicable assessment benchmarks, including:*

- *Residential zone code*
- *Accommodation buildings code*
- *General development code*
- *State Planning Policy assessment benchmark for natural hazards risk and resilience.*

*The proposed development is consistent with the intentions for the residential zone and sits comfortably within the Philp Street environment. It will add to the range of housing available to the community. It will add to the range of housing available to the community.*

*While located within an area that could be affected by flooding, the proposed development faces the same level of tolerable risk that applies to other properties in the street and will incorporate finished floor levels at or above probably flood heights (based on the 1974 levels). It does not otherwise worsen the hazard or impact on how the hazard may be managed.*

*The applicant has been advised of the potential flood exposure.*



## CONFIRMED MINUTES

CARRIED 5/0

Resolution No. 0923/027

### ATTENDANCE:

Councillor Murphy re-entered the meeting room at 4:25pm.

### 11.9 23-0013 ATSI TIDS CABBAGE TREE AND PLAINS CK CAUSEWAY - LATE ITEM

#### Executive Summary:

The tender assessment panel has reviewed the four (4) tender submissions received for the installation of the Cabbage Tree and Plain Creeks Culverts (CN: 23-0013). Two (2) tenders were received from local contractors and two (2) tenders were received from non-local contractors. The tenders have been assessed with a 70% price weighting, 20% non-price weighting and 10% development of local business weighting.

#### COUNCIL RESOLUTION

Moved Cr Young

Seconded Cr Gallagher

***That Council award the tender to Barto's Construction Pty Ltd for their tender of \$1,177,963.00 ex GST.***

CARRIED 6/0

Resolution No. 0923/028

## CONFIRMED MINUTES

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### 12 GENERAL BUSINESS

#### Karumba Foreshore Project

Councillor Murphy queried the progress of the Karumba Foreshore project. The Director of Engineering informed that the rock needs to be purchased and supplied to Karumba.

Action: The Director of Engineering to chase up the purchase order and arrange for the transportation of rock to site

#### Savannah Art Trail – Burns Philp Building

Councillor Gallagher asked if the Savannah Art sculpture outside the Burns Philp Building can be raised to 500mm for better photo opportunity.

Action: The Director of Engineering to review and ascertain the best approach to raise the sculpture

#### Lilyvale Subdivision

Councillor Gallagher queried the marketing and selling of lots at the Lilyvale Subdivision.

Action: The Chief Executive Officer to follow up with Collier's to ascertain marketing dates for the tender of lots

#### Wi-Fi Extenders

Councillor Gallagher requested Wi-Fi extenders connection for the Boardroom.

Action: The Director Corporate Services to ascertain best upgrade to the availability of Wi-Fi in the Council Chambers

#### Solar Light at the Rodeo Grounds Gate

Councillor Gallagher informed that the solar light may need a new battery.

Action: The Asset Manager to investigate and follow up.

#### All Women's Rodeo

Councillor Gallagher informed that the Women's Rodeo was a success and had national coverage but there was no promotion from Council.

Action: Council to provide promotion of community events as requests are received from not-for-profit and community organisations.

## **CONFIRMED MINUTES**

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### **Shade Sails**

Councillor Young raised a query in relation to the shade sails that have been removed from the Kath Alexander Park.

**Action: Asset Manager to have the necessary repairs undertaken and shade sails returned as soon as possible**

### **Scooters on Footpath**

Councillor Young informed he had a request from businesses in regards to scooters on the footpath.

**Action: The Director of Engineering to chase up the signage for installation on the footpath in the vicinity of the shops in Karumba**

### **Rubbish Bins at Airport**

Councillor Young requested the rubbish bins at the Karumba Airport be included in the collection route.

**Action: The Director of Engineering to chase up with Garbage Truck driver and supervisors**

### **Weed Spraying**

Councillor Young queried whether the Town crew could assist in the weed spraying.

**Action: The Director Corporate Services to discuss with DOE and Works Supervisor**

### **Median Strips**

Councillor Scott – median strips need mowing.

**Action: The Director of Engineering to follow up with Park and Gardens Supervisor**

### **ATTENDANCE:**

Councillor Scott left the meeting room at **4:57pm**.

### **Signage on Burketown Road**

Councillor Hawkins queried signage along the Burketown Road - call points at the Bynoe & Little Bynoe Rivers and Norman River at Glenore.

**Action: The Director of Engineering to chase up**

### **Lilyvale Marketing**

Councillor Hawkins queried the Lilyvale Marketing.

**Action: The Chief Executive Officer to follow up with Collier's**



## CONFIRMED MINUTES

### Flinders River Crossing

Cr Hawkins raised the marked areas in the vicinity of the Flinders River crossing on Burketown Road – is premix to be applied to the marked area.

Action: The Director of Engineering to arrange for the premix to be applied to the identified areas with Works Supervisor and maintenance Crew

### Kowanyama – Topsy Creek

Councillor Hawkins informed of the graders working on roads in the Topsy Creek area and a request for some maintenance similar to what we are doing.

Action: The Director of Engineering to follow up with Erscon Consulting Engineers and Works Supervisor

### K150 Budget

Councillor Bawden requested the K150 budget vs actuals


Action: The Director Corporate Services to provide copy of the K150 budget to Mayor and Councillors and the Advisory Committee.

## 13 CLOSURE OF MEETING

The Chair of the meeting, Cr Lyall Bawden, Mayor, declared the meeting closed at **5:04pm**.

## MINUTES CERTIFICATE

*These Minutes are Confirmed.*



Councillor LV Bawden  
Mayor

20, 09, 2023  
Date