



**CARPENTARIA SHIRE**

*Outback by the Sea*

***ORDINARY MEETING***

***MINUTES***

***17 JULY, 2024***

## 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

Cr LV Bawden	Mayor
Cr BJ Hawkins	Deputy Mayor
Cr AM Murphy	
Cr GW Smerdon	
Cr CP Schafer	
Cr LJ Henry	
Cr JE O'Brien	

#### Staff

Ms Anne Andrews	Chief Executive Officer
Ms Angeline Pascoe	Executive Assistant
Ms Julianne Meier	Director Corporate Services
Mr Michael Wanrooy	Director of Engineering

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

Mr Peter Ryan	Manager Human Resources
Mr Chris O'Keefe	Manager – Les Wilson Barramundi Discovery Centre
Mr John Martin	Consultant Engineer - ERSCON

### 3 CONDOLENCES

Nil.

### 4 CONFIRMATION OF MINUTES FROM PREVIOUS MEETINGS

Confirmation of Minutes from the Ordinary Council Meeting held 19 June 2024, as previously circulated to councillors.

#### COUNCIL RESOLUTION

Moved Cr Smerdon

Seconded Cr Schafer

***That the Minutes of the Ordinary Council Meeting held 19 June 2024 be confirmed.***

**CARRIED 7/0**

***Resolution No. 0724/001***

## CONFIRMED MINUTES

Confirmation of Minutes from the Budget Meeting held 20 June 2024, as previously circulated to councillors.

### COUNCIL RESOLUTION

Moved Cr O'Brien

Seconded Cr Smerdon

*That the Minutes of the Budget Meeting held 20 June 2024 be confirmed.*

**CARRIED 7/0**

**Resolution No. 0724/002**

### 5 BUSINESS ARISING FROM PREVIOUS MEETINGS

Nil.

### 6 RECEPTION OF PETITIONS & DEPUTATIONS

Nil.

### 7 MAYORAL MINUTES

#### LGAQ ROC Assembly – Karumba (10<sup>th</sup> July – 12<sup>th</sup> July 2024)

Councillor Bawden informed of his and the former Chief Executive Officer's attendance at the LGAQ ROC Assembly held recently. Discussions were held on the following issues:

- Senator Anthony Chisolm's visit and ROSI funding.
- Introduced Senator to David Wren to discuss fishing industry.
- ROC Assembly. LGAQ meeting new Council.
- Bio-security funding through NWQROC.

#### ATTENDANCE:

The Director Corporate Services entered the meeting room at 9:10am.

### 8 COUNCILLOR MONTHLY UPDATE

**Cr O'Brien:** Buy Local Gift Card. Community consultation through the Economic Development Advisory Committee. Consideration to be given to the project being Gulf region or just Carpentaria.

**Cr O'Brien:** Attended informal meetings with Gulf Savannah Development. Discussed Gulf Water Plan and the complexities of a regional approach to a submission response.

**Cr Shafer:** Update on dialysis. Met with the Chief Executive Officer of NW Remote Health. Infrastructure funding has been applied for (room, accommodation for visiting staff, eater



## CONFIRMED MINUTES

treatment). Recurrent funding will be the ongoing issue. Health will be seeking a future letter of support.

### 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 Hawkins

Seconded Cr Murphy

***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 Contract for Astute Early Years Specialists**

***This item is classified CONFIDENTIAL under the provisions of clause 254J(3)(g) of the Local Government Regulation 2012, which permits the meeting to be closed to the public for business relating to negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government.***

**9.2 Licence Agreement - Gulf District Enterprises Pty Ltd - Office C in Normanton Airport Terminal**

***This item is classified CONFIDENTIAL under the provisions of clause 254J(3)(g) of the Local Government Regulation 2012, which permits the meeting to be closed to the public for business relating to negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government.***

**9.3 Licence Agreement - Regional Express Holdings Limited - Terminal Office Closest to the Runway**

***This item is classified CONFIDENTIAL under the provisions of clause 254J(3)(g) of the Local Government Regulation 2012, which permits the meeting to be closed to the public for business relating to negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government.***

**9.4 Cloncurry Mustering Pty Ltd - Lease L in Lot 48 on SP127905**

***This item is classified CONFIDENTIAL under the provisions of clause 254J(3)(g) of the Local Government Regulation 2012, which permits the meeting to be closed to the public for business relating to negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government.***

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- 9.5 Land Management Plan - Recreation Reserve (Lot 2 on Crown Plan LS11)  
*This item is classified CONFIDENTIAL under the provisions of clause 254J(3)(g) of the Local Government Regulation 2012, which permits the meeting to be closed to the public for business relating to negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government.*
- 9.6 Karumba Pensioner Housing  
*This item is classified CONFIDENTIAL under the provisions of clause 254J(3)(f) of the Local Government Regulation 2012, which permits the meeting to be closed to the public for business relating to matters that may directly affect the health and safety of an individual or a group of individuals.*
- 9.7 Rodeo Paddock - Recreation Reserve Lot 2 on Crown Plan LS11  
*This item is classified CONFIDENTIAL under the provisions of clause 254J(3)(g) of the Local Government Regulation 2012, which permits the meeting to be closed to the public for business relating to negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government.*
- 9.8 Overdue Rates and Charges - A949  
*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 7/0

Resolution No. 0724/003

### CLOSURE OF MEETING:

The meeting was closed to the public at 9:30am.

### COUNCIL RESOLUTION

Moved Cr O'Brien

Seconded Cr Hawkins

*That Council open the meeting to the public.*

CARRIED 7/0

Resolution No. 0724/004

### REOPENING OF MEETING:

The meeting was reopened to the public at 10:35am.



## CONFIRMED MINUTES

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### 9.1 CONTRACT FOR ASTUTE EARLY YEARS SPECIALISTS

#### Executive Summary:

In March 2023, Carpentaria Shire Council engaged Astute Early Years Specialist Pty Ltd ATF The Comerford Family Trust (Astute) to create a business plan for the Normanton Child Care Centre and in September 2023, resolved that pursuant to s235 (b) of the Local Government Regulation 2012, enter into an agreement with Astute to support Council with the implementation of the business plan over a period of five years to be reviewed annually. Astute and Council meets regularly to ensure the successful implementation of policies and procedures that elevate the service towards meeting national quality standards.

#### COUNCIL RESOLUTION

Moved Cr O'Brien

Seconded Cr Schafer

*That Council enters into a further agreement with Astute Early Years Specialists Pty Ltd for a period of six months from September 2024 to be renegotiated in February 2025 for a further six months if services are still required.*

CARRIED 7/0

*Resolution No. 0724/005*

### 9.2 LICENCE AGREEMENT - GULF DISTRICT ENTERPRISES PTY LTD - OFFICE C IN NORMANTON AIRPORT TERMINAL

#### Executive Summary:

The Licence Agreement for the operation of the Kiosk at the Normanton Airport by Gulf District Enterprises Pty Ltd has expired and a new agreement is required for the use to continue.

#### COUNCIL RESOLUTION

Moved Cr Schafer

Seconded Cr Smerdon

#### *That Council:*

- 1. notes this Report; and*
- 2. delegates authority to the Chief Executive Officer, pursuant to section 257(1)(b) of the Local Government Act 2009, to negotiate and finalise all matters with Gulf District Enterprises Pty Ltd relating to the operation of the Kiosk at the Normanton Airport Terminal.*

CARRIED 7/0

*Resolution No. 0724/006*

#### NOTATION:

Costs of licence and power to be investigated to determine true cost to Council of the lease and if costs need to be considered in leasing arrangements.



## CONFIRMED MINUTES

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### 9.3 LICENCE AGREEMENT - REGIONAL EXPRESS HOLDINGS LIMITED - TERMINAL OFFICE CLOSEST TO THE RUNWAY

#### Executive Summary:

The Licence Agreement for Regional Express Holdings Limited ("REX") use of the office space at the Normanton Airport Terminal has expired and a new agreement is required for REX to continue occupying the area.

#### COUNCIL RESOLUTION

Moved Cr O'Brien

Seconded Cr Henry

#### *That Council:*

- 1. notes this Report; and*
- 2. delegates authority to the Chief Executive Officer, pursuant to section 257(1)(b) of the Local Government Act 2009, to negotiate and finalise all matters with Regional Express Holdings Limited relating to the use of the office space at the Normanton Airport Terminal.*

CARRIED 7/0

Resolution No. 0724/007

#### NOTATION:

Costs of licence and power to be investigated to determine true cost to Council of the lease and if costs need to be considered in leasing arrangements.

### 9.4 CLONCURRY MUSTERING PTY LTD - LEASE L IN LOT 48 ON SP127905

#### Executive Summary:

Cloncurry Mustering Company Pty Ltd ("Cloncurry Mustering") holds two (2) separate leases at the Karumba Aerodrome, over Part 1 and Part 2 of Lease D on SP127905, located on Lot 48 on SP127905, for the operation of a commercial aviation business. Both Leases have now expired, and Council Officers are looking to negotiate a new Lease with Cloncurry Mustering at the Aerodrome.

#### COUNCIL RESOLUTION

Moved Cr Murphy

Seconded Cr Hawkins

#### *That Council:*

- 1. Notes this Report; and*
- 2. Pursuant to section 236(1)(c)(iii), resolves to apply the exception for disposal of a valuable non-current asset, other than by tender or auction, by renewing the lease of land, located on Lease L in Lot 48 on SP127905, to Cloncurry Mustering Company Pty Ltd, the existing tenant of the land; and*

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3. *Delegates authority to the Chief Executive Officer, pursuant to section 257(1)(b) of the Local Government Act 2009, to negotiate and finalise all matters with Cloncurry Mustering Company Pty Ltd relating to proposed renewal of the lease at the Karumba Aerodrome.*

CARRIED 7/0

Resolution No. 0724/008

### 9.5 LAND MANAGEMENT PLAN - RECREATION RESERVE (LOT 2 ON CROWN PLAN LS11)

#### Executive Summary:

Amendments to the *Land Act 1994* no longer require Council as Trustee of Trust Land to obtain Ministerial approval for a Land Management Plan where Council intends to take action for the maintenance and/or management of the Trust Land that is inconsistent with the purpose for which the land is dedicated, provided that certain requirements are met.

A Land Management Plan has been prepared for Lot 2 on Crown Plan LS11 ("the LMP"), and Council is being asked to adopt the LMP and confirm whether, despite the changes to the *Land Act 1994*, it wants to proceed with obtaining Ministerial approval.

#### COUNCIL RESOLUTION

Moved Cr Hawkins

Seconded Cr Schafer

#### That Council:

1. *notes the amendments to the Land Act 1994 regarding the requirements for Land Management Plans as it relates to Council as a statutory body; and*
2. *resolves to adopt the Land Management Plan for Lot 2 on Crown Plan LS11 ("the Land") annexed as Attachment B, without requiring Ministerial Approval to be obtained, consistently with the amendments to the Land Act 1994.*

CARRIED 7/0

Resolution No. 0724/009

### 9.6 KARUMBA PENSIONER HOUSING

#### Executive Summary:

Council places a high priority on the health and well-being of the residents located in the communities that it serves and recognises the importance of providing public infrastructure and programs that meet the community's needs. Once such community program is the provision of pensioner housing, which has been operated by Council for several years.

Council advertised one one-bedroom pensioner house for a period of 6 weeks, the available unit is:

- Pensioner Unit 2, 24 Henry Street Karumba QLD 4891



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Council received three applications.

### COUNCIL RESOLUTION

Moved Cr Smerdon

Seconded Cr Henry

*That Council allocates Pensioner Unit 2, 24 Henry Street Karumba to applicant one who meets the criteria of the policy.*

CARRIED 7/0

*Resolution No. 0724/010*

### 9.7 RODEO Paddock - RECREATION RESERVE LOT 2 ON CROWN PLAN LS11 – LATE ITEM

#### Executive Summary:

A letter has been received from Talawanta Cattle Company Pty Ltd regarding the Rodeo Paddock – Talawanta boundary fence and vegetation control. This letter is presented to Council for consideration.

### COUNCIL RESOLUTION

Moved Cr O'Brien

Seconded Cr Schafer

*That Council replace 6km of fencing as requested and ensure when Council goes to tender to lease the paddock, that the lease documents contain conditions to maintain the boundary fence and implement a pest weed eradication program.*

*That the Director Corporate Services provide costings of machinery and grading for the project and provide a further report Council.*

CARRIED 7/0

*Resolution No. 0724/011*

### 9.8 OVERDUE RATES AND CHARGES - A949 – LATE ITEM

#### Executive Summary:

This report is presented to Council to consider whether to grant a concession to the ratepayers that have asked for a concession with respect to the overdue rates or charges levied on A949; Lot 1 on RP808170 ("the land").

The ratepayers have asked for a rebate of the interest component forming part of the total overdue rates or charges levied on the land.

If Council declines to grant the ratepayers a concession, Council may instead resolve to sell the land for overdue rates or charges.

Council is asked to consider this request and provide guidance to officers on how to proceed.

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**CONFIRMED MINUTES**

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**COUNCIL RESOLUTION**

Moved Cr Hawkins

Seconded Cr Murphy

***That Council resolves to decline to grant a concession to the applicants under sections 120(1)(c), 120(1)(e) and 121(a) of the Local Government Regulation 2012 in the form of a rebate of part of the overdue rates or charges levied on Lot 1 on RP808170.***

**CARRIED 7/0**

***Resolution No. 0724/012***

**ADJOURNMENT:**

The meeting adjourned for morning tea at **10:40am**.

The meeting resumed at **11:06am**.

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## CONFIRMED MINUTES

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### 10 REPORTS FROM THE CHIEF EXECUTIVE OFFICER

#### 10.1 CEO MATTERS OF INTEREST REPORT

**Executive Summary:**

This is the first report from Chief Executive Officer Anne Andrews and Council acknowledges and extends thanks to former Chief Executive Officer Mark Crawley for his leadership during the past five years. Mark has delivered a handover of the business to the new CEO who commenced on July 15, 2024. Some of the activities have been carried over and will continue to progress.

**COUNCIL RESOLUTION**

Moved Cr Murphy

Seconded Cr O'Brien

***That Council receive and note the Chief Executive Officers matter of interest only report.***

**CARRIED 7/0**

***Resolution No. 0724/013***

#### 10.2 DEPARTMENT OF RESOURCES CHANGE TO PLACE NAMES

**Executive Summary:**

On June 19, 2024, Council received notification from the Department of Resources that a state-wide audit of place names which may cause offence or harm had been undertaken. The Department developed a list of place names deemed to be derogatory, racist or sexist in terms of the audit and are seeking to have the removal of the names. The Department has identified Gin Creek and Gin Lagoon as being such place names in Carpentaria Shire.

**COUNCIL RESOLUTION**

Moved Cr Bawden

Seconded Cr Hawkins

***That Council;***

- 1. writes to the Department of Resources noting no objection to the removal of the names Gin Creek and Gin Lagoon; and***
- 2. the Department write to relevant landowners.***

**CARRIED 7/0**

***Resolution No. 0724/014***



## CONFIRMED MINUTES

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### 10.3 SIBANYE STILLWATER CENTURY EMPLOYMENT AND TRAINING COMMITTEE - CARPENTARIA SHIRE NOMINATION

#### Executive Summary:

Council has received correspondence from Sibanye Stillwater regarding Carpentaria Shire's representation on the Century Employment and Training Committee. They have noted in the correspondence that some years have passed since the establishment of the committee and have requested Carpentaria Shire consider if Council would like to nominate a new committee member.

In consultation with former Chief Executive Officer Mark Crawley, it is recommended Virginia Edwards, Council's Engineering Secretary and liaison on cultural heritage matters be nominated for the position.

#### COUNCIL RESOLUTION

Moved Cr Murphy

Seconded Cr Schafer

***That Council endorses Virginia Edwards to be the community representative for Normanton on the Century Employment and Training Committee.***

CARRIED 7/0

***Resolution No. 0724/015***

### 10.4 CHANGE OF MEETING DATES - AUGUST 2024

#### Executive Summary:

The August Ordinary General Meeting is scheduled for the third Wednesday (21) and Thursday (22) of August, and this will clash with the North West Queensland Regional Organisation of Councils meeting to be held in Brisbane. Council may amend its meeting date and it is suggested the meeting be held in the previous week.

#### COUNCIL RESOLUTION

Moved Cr Smerdon

Seconded Cr Schafer

***That Council:***

- 1. notes that the North West Queensland Regional Organisation of Councils meeting has been cancelled; and***
- 2. that no change be made to the August 2024 meeting.***

CARRIED 7/0

***Resolution No. 0724/016***

**CONFIRMED MINUTES**

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**10.5 DRAFT MINUTES OF THE ECONOMIC DEVELOPMENT ADVISORY COMMITTEE MEETING**

**Executive Summary:**

At the March 2023 meeting of Council, Council endorsed the merger of the Economic Development Advisory Committee and the Tourism Advisory Committee and on July 3, 2024, the first meeting of the committee was held at the Les Wilson Barramundi Discovery Centre.

**COUNCIL RESOLUTION**

Moved Cr O'Brien

Seconded Cr Schafer

***That the draft minutes of the Economic Development Advisory Committee be noted.***

**CARRIED 7/0**

***Resolution No. 0724/017***

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### 11 REPORTS FROM DIRECTOR OF CORPORATE 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.

**COUNCIL RESOLUTION**

Moved Cr O'Brien

Seconded Cr Smerdon

***That Council:***

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

**CARRIED 7/0**

***Resolution No. 0724/018***

**ATTENDANCE:**

Councillor Murphy left the meeting room at **12:05pm**.

Councillor Murphy re-entered the meeting room at **12:07pm**.

#### 11.2 MONTHLY FINANCIAL REPORT - JUNE 2024

**Executive Summary:**

Presentation of the financial report for 30 June 2024 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 Murphy

Seconded Cr Henry

***That Council accepts the Monthly Financial Report, as required under section 204 of the Local Government Regulation 2012 for the period ended 30 June 2024.***

**CARRIED 7/0**

***Resolution No. 0724/019***

## CONFIRMED MINUTES

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### 11.3 HUMAN RESOURCES REPORT

#### Executive Summary:

This report provides information on the general Human Resource matters and Work Health and Safety matters relevant to the team's daily business.

#### COUNCIL RESOLUTION

Moved Cr Hawkins

Seconded Cr Schafer

*That Council accepts the Human Resources Report for information.*

CARRIED 7/0

*Resolution No. 0724/020*

#### ADJOURNMENT:

The meeting adjourned for lunch at **12:10pm**.

The meeting resumed at **1:50pm**.

### 11.4 RESERVES TRANSFER

#### 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 a transfer to Reserves as presented in this report, following the release of an 85% early payment of the 2024/2025 financial assistance grant cash allocation.

#### COUNCIL RESOLUTION

Moved Cr Henry

Seconded Cr Hawkins

*That Council approves transfers to Reserves as per the allocation of cash for 24/25 Financial Assistance Grant, in accordance with the Reserves Policy.*

CARRIED 7/0

*Resolution No. 0724/021*



## CONFIRMED MINUTES

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### 11.5 STORES STOCKTAKE VARIANCE REPORT – LATE ITEM

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**Executive Summary:**

An annual Stores stocktake has been conducted and Council are asked to note the variance of \$4,799.12.

**COUNCIL RESOLUTION**

Moved Cr Smerdon

Seconded Cr Schafer

***That Council:***

- 1. note the variance of \$4,799.12 for non-fuel inventory items that have not been accounted for correctly; and***
- 2. note the variance of \$754.63 for fuel inventory items.***

**CARRIED 7/0**

***Resolution No. 0724/022***

**DECLARATION OF INTEREST:**

I, **Councillor Schafer**, inform this meeting that, pursuant to section 150EQ(3)(b) and 150EQ(3)(c) of the Local Government Act 2009, I have a declarable conflict of interest in relation to Agenda Item 12.1 – Community Development, Tourism and Regional Prosperity. The nature of my interest is as follows:

- (i) Schafer Security is owned by my husband.
- (ii) The report was for information only and not a report requiring a decision.

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.

**COUNCIL RESOLUTION**

Moved Cr O'Brien

Seconded Cr Henry

***That Councillor Schafer be permitted to remain in the meeting.***

**CARRIED 6/0**

***Resolution No. 0724/023***

**ATTENDANCE:**

The Manager – Les Wilson Barramundi Discovery Centre entered the meeting room at 2:05pm



## CONFIRMED MINUTES

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### 12 REPORTS FROM DIRECTOR COMMUNITY DEVELOPMENT, TOURISM & REGIONAL PROSPERITY

#### 12.1 COMMUNITY DEVELOPMENT, TOURISM AND REGIONAL PROSPERITY MONTHLY REPORT

##### Executive Summary:

This report updates Council on various activities and programs that are facilitated within the Community Development, Tourism and Regional Prosperity portfolio of Council.

##### COUNCIL RESOLUTION

Moved Cr O'Brien

Seconded Cr Henry

##### *That Council:*

- 1. receive and note the information provided in the Community Development, Tourism and Regional Prosperity Report; and*
- 2. that those matters not covered by resolution be noted.*

CARRIED 7/0

*Resolution No. 0724/024*

##### DECLARATION OF INTEREST:

I, **Councillor Smerdon** inform this meeting that, pursuant to section 150EQ(3)(b) and 150EQ(3)(c) of the Local Government Act 2009, I have a declarable conflict of interest in relation to Agenda Item 12.2 Community Donations and Support. The nature of my interest is as follows:

- (i) My sister in-law is an applicant.

In accordance with section 150EM of the Local Government Act 2009, I will now leave the meeting room while this matter is discussed.

##### ATTENDANCE:

Councillor Smerdon left the meeting room at **2:10pm**.

## CONFIRMED MINUTES

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### 12.2 COMMUNITY DONATIONS AND SUPPORT

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**Executive Summary:**

During the period since the June 2024 meeting of Council, the requests listed in this report have been received for consideration in the Carpentaria Shire Council Community Donations and Support program.

**COUNCIL RESOLUTION**

Moved Cr Schafer

Seconded Cr Murphy

***That Council:***

- 1. Considers the fee waivers presented for approval in this report.***
- 2. Notes the fee waivers approved under the delegation of the Chief Executive Officer since June 2024 meeting of Council.***
- 3. Approves the request to waive the fees for Aspire Cairns Community Limited for the Karumba festival of sports to be held 9<sup>th</sup> to 11<sup>th</sup> September 2024 for the amount of \$2,860.00.***

**CARRIED 6/0**

***Resolution No. 0724/025***

**ATTENDANCE:**

Councillor Smerdon re-entered the meeting room at **2:15pm**.

Councillor Schafer left the meeting room at **2:15pm**.

The Consultant Engineer entered the meeting room at **2:15pm**.

Councillor Schafer re-entered the meeting room at **2:17pm**.

### 12.3 NORMANTON CHILDCARE CENTRE – ASTUTE MONTHLY REPORT

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**Executive Summary:**

In March 2023, Carpentaria Shire Council engaged Astute Early Years Specialist Pty Ltd ATF The Comerford Family Trust (Astute) to create a business plan for the Normanton Child Care Centre and in September 2023, resolved that pursuant to s235 (b) of the Local Government Regulation 2012, enter into an agreement with Astute to support Council with the implementation of the business plan over a period of five years to be reviewed annually. Astute and Council meets weekly to ensure the successful transition of the centre.

**COUNCIL RESOLUTION**

Moved Cr Henry

Seconded Cr O'Brien

***That Council notes the attached information and report.***

**CARRIED 7/0**

***Resolution No. 0724/026***

## CONFIRMED MINUTES

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### 12.4 NORMANTON CHILDCARE OPPORTUNITY TO JOIN QLD KINDERGARTEN FUNDING SCHEME

#### Executive Summary:

Astute Early Learning Specialists has advised that Normanton Childcare Centre may have an opportunity to enrol in the Queensland Kindergarten Funding Scheme in 2025 following the appointment of an educator with Early Childhood Teacher (ECT) accreditation at the Centre earlier in 2024.

The Queensland Government provides this funding to improve the outcomes for kindy children prior to going to school. Funding is provided to eligible service providers to assist with the costs of delivering a kindergarten program through 1 or more subsidies. Normanton Child Care Centre does not currently provide kindergarten services.

From 2024, 75% of the funding needs to be spent on attracting and retaining early childhood teachers (over and above award conditions) plus reducing the out-of-pocket fees for families. 25% of the funding needs to be spent on resources.

#### COUNCIL RESOLUTION

Moved Cr Murphy

Seconded Cr Smerdon

***That Council not approve the enrolment of the Normanton Childcare Centre in the Queensland Kindergarten Funding Scheme.***

**CARRIED 7/0**

***Resolution No. 0724/027***

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## CONFIRMED MINUTES

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### 12.5 LES WILSON BARRAMUNDI DISCOVERY CENTRE MONTHLY REPORT

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#### Executive Summary:

The Les Wilson Barramundi Discovery Centre is Carpentaria Shire's primary tourism asset and is a business unit of Council. The LWBDC is a state-of-the-art Interpretive Centre that provides the history, stories, lifecycle and habits barramundi. The Centre includes interpretive displays, theatre, saltwater lagoon, café, art gallery and provides visitors with guided tours throughout the Centre and Hatchery. It is the only Hatchery in the world to breed the Southern Gulf strain of the barramundi. Diversity is the key to operations, managing multi-focal assets to satisfy demands of tourism/culture/retail/cafe, animal husbandry/ecology, legislative compliance, deliver community /events, meet the issues of seasonal demand and resultant employee management diversification/implications.

#### COUNCIL RESOLUTION

Moved Cr Murphy

Seconded Cr Smerdon

#### *That Council:*

- 1. accepts the Les Wilson Barramundi Discovery Centre Report; and*
- 2. that those matters not covered by resolution be noted.*

**CARRIED 7/0**

**Resolution No. 0724/028**

#### NOTATION:

Acquittal form to be placed online with Community Donation Consultation.

Ball tickets deadline to be extended until tickets sold.

#### ATTENDANCE:

**The Manager – Les Wilson Barramundi Discovery Centre entered the meeting room at 2:34pm.**

Councillor Murphy left the meeting room at **2:35pm.**

Councillor Murphy re-entered the meeting room at **2:37pm.**

Councillor Henry left the meeting room at **3:09pm.**

Councillor Henry re-entered the meeting room at **3:11pm.**

Councillor Schafer left the meeting room at **3:13pm.**

Councillor Schafer re-entered the meeting room at **3:15pm.**

## CONFIRMED MINUTES

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

#### 13.1 DOE REPORT

**Executive Summary:**

This report provides information and updates to Council on various activities and programs that are facilitated within the Director Engineering's portfolio.

#### COUNCIL RESOLUTION

Moved Cr O'Brien

Seconded Cr Henry

***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 7/0**

**Resolution No. 0724/029**

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## CONFIRMED MINUTES

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### 13.2 NDRRA/QDRF REPORT

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#### Executive Summary:

**QRA21** All QRA21 restoration acquittal documents have been submitted and all audit questions have been answered. Council is awaiting final payment of approximately \$1.5million.

**QRA22:** The QRA22 project deadline of June 2024 deadline has approximately 99.99% complete. Works associated with Submission 6 (Mitchell River Crossing) and part Submission 5 (Southern Roads) have been rolled over. All completed work will be lodged for acquittal prior to the deadline of 30/09/2024.

**QRA23:** All six (6) QRA23 REPA submissions have been approved with a total RV of approx. \$89.0million (construction budget of \$66.5million). Construction of the QRA23 scope has commenced with all six (6) camps established in early July. Given the increased scope from QRA22 (42%), the current program requires a 7<sup>th</sup> crew to complete the work by the 30 June 2025 deadline.

**QRA24:** Carpentaria Shire Council was activated for REPA, Emergency Works and CDO relief measures on 29 December 2023 in response to the Tropical Cyclone Jasper event. Damage pickup will be completed for the entire Shire by early July 2024. Submission 2 (Eastern Roads) has been lodged on QRA MARS system and will be subject to an infield assessment by QRA. Two (2) submissions are currently being prepared and will be lodged once all damage pickup and assessments have been completed.

Emergency Works have been completed south of Mitchell River. Emergency work north of Mitchell River commenced immediately following access across Hughs Crossing early July 2024

**RRUPP:** Two (2) projects have been approved for construction. Construction of the remaining Iffley Road works has commenced and Dixie Road widening will commence once access north of the Mitchell River is practicable.

**MITCHELL RIVER CROSSING:** There is significant damage to the southern approach, sand has deposited over most of the crossing and the road north to Koolatah has been washed away for approximately 1.5km. The cost to complete emergency work has been "guesstimated" at \$2million once access has been established appropriate survey and assessment will be completed.

**OTHER:** The EOT for Dunbar – Kowanyama (pavement and sealing) betterment project has been approved to 31 December 2024. Betterment funding of approximately \$8.6million has been approved for 12km of pavement and sealing work on Normanton to Burketown Road. Boredrain Creek causeway (RV Approx. 982k) has been approved under REPA funding.

#### COUNCIL RESOLUTION

Moved Cr Smerdon

Seconded Cr Hawkins

#### *That Council:*

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

## CONFIRMED MINUTES

CARRIED 7/0

*Resolution No. 0724/030*

### ATTENDANCE:

The Consultant Engineer left the meeting room at 3:30pm.

### ADJOURNMENT:

The meeting adjourned for afternoon tea at 3:30pm.

The meeting resumed at 3:51pm.

## 13.3 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 throughout the month of June 2024.

### **COUNCIL RESOLUTION**

Moved Cr O'Brien

Seconded Cr Schafer

#### ***That Council:***

- 1. receive and note the Water and Waste Monthly Report for June 2024; and***
- 2. that those matters not covered by resolution be noted.***

CARRIED 7/0

*Resolution No. 0724/031*

## 13.4 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 June 2024.

### **COUNCIL RESOLUTION**

Moved Cr Murphy

Seconded Cr Hawkins

#### ***That Council:***

- 1. note and accept the content of the Building and Planning Report as presented; and***
- 2. that those matters not covered by resolution be noted.***

CARRIED 7/0

*Resolution No. 0724/032*



## CONFIRMED MINUTES

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### 13.5 DEVELOPMENT APPLICATION - MATERIAL CHANGE OF USE FOR INDUSTRY - 23 MATILDA STREET, NORMANTON - I/2335

#### Executive Summary:

The application seeks a development permit for a material change of use for an industry, being metal fabrication. Located at 23 Matilda Street, Normanton (Lot 98 on N14812) within the residential zone.

#### COUNCIL RESOLUTION

Moved Cr Bawden

Seconded Cr Henry

*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 an industry (metal fabrication) at 23 Matilda Street, Normanton, formally described as Lot 98 on N14812, is approved subject to the following conditions. The currency period for the approval is to be set at three years after the date the approval takes effect.*

#### Conditions of Approval

1. (a) *The approved activities are to be consistent with those described in the applications material, including the responses to information request (dated 16 February 2024) and the response to the further advice notice dated (18 March 2024).*
  - (b) *The use is for metal fabrication, involving welding of aluminium, stainless and mild steels, sheet metal forming and pipe bending. Complementary activities such as brazing and soft soldering may also be undertaken. Equipment utilised includes welders (MIG, TIG and manual metal arc, referred to as 'stick'), high quality sheet metal cutter and pan break.*
  - (c) *It is not to involve any environmentally relevant activities or activities such as arc air gouging, heavy repairs, panel beating, spray painting, surface coating or mechanical repairs are not to be undertaken.*
2. *All activities are carried out indoors, within existing buildings on the site. No activities or storage of goods or equipment is to occur outdoors.*
3. *The use is carried out by a permanent resident of the dwelling house on the site and no staff employed beyond permanent resident of the dwelling.*
4. *Signage is to be limited to a single sign with a maximum face area of 0.5m<sup>2</sup> and no illumination.*
5. *The use is not to involve the use or parking of heavy vehicles on the site. For the purposes of this condition, a heavy vehicle is a vehicle with more than 4.5 tonnes GVM (gross vehicle mass), GCM (gross combination mass) or more than 2 tonnes ATM (aggregate trailer mass).*
6. *All products or items are to be picked up from and delivered to clients, so that*



## CONFIRMED MINUTES

*there is no visitation to the site by clients.*

- 7. No vehicles are to be parked on the site other than those owned by residents of the dwelling house.*
- 8. Screen fencing is provided along all side and rear boundaries, that is constructed of acoustic grade material with no gaps and built to a height of 1.8m.*
- 9. Hours of operation are limited to 8am to 5pm, with no work involving machinery or other generation of noise on weekends or public holidays.*
- 10. The use does not noticeably increase noise levels at the boundary of the site*
- 11. The development site is to be maintained in a clean and tidy condition at all times.*
- 12. The site is to remain connected to urban water supply, sewerage and electricity services, and the use is not to impose a load on infrastructure greater than that associated with the residential use of the dwelling.*
- 13. The use is not to involve release of any trade wastes or contaminants as defined by the Environmental Protection Act 1994. Any oil or other liquid waste is to be stored in sealed containers on site and lawfully disposed of off-site.*
- 14. Should any of the Council's assets be damaged, the cost of the reinstatement of all such assets shall be met by the proponent.*

*In accordance with section 85 of the Planning Act 2016, this approval will lapse three years from the day the approval takes effect.*

**CARRIED 7/0**

**Resolution No. 0724/033**

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## CONFIRMED MINUTES

**13.6 DEVELOPMENT APPLICATION - MINOR CHANGE TO A DEVELOPMENT PERMIT - MATERIAL CHANGE OF USE FOR INDUSTRIAL SHED - 132-138 YAPPAR STREET KARUMBA - I/2416**

**Executive Summary:**

The application seeks a minor change to a Development Permit (I/2017) for a Material Change of Use (industrial shed for boat building). Located at 132-138 Yappar Street, Karumba QLD 4891 (Lot 84 on SP323732).

**COUNCIL RESOLUTION**

Moved Cr Hawkins

Seconded Cr Smerdon

*That Council resolve in accordance with the Planning Act 2016, the applicant be notified that the application for a minor change to Development Permit I/2017 - Material Change of Use for industry, being a shed for boat building at 132-138 Yappar Street, Karumba (formally described as Lot 84 on SP 323732), be approved subject to the conditions set out below:*

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

- *Industry Zone Code*
- *General Development Code*
- *State Planning Policy assessment benchmark for natural hazards risk and resilience.*

*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. It faces the same level of tolerable risk that applies to the balance of the town and does not worsen the hazard or impact on how the hazard may be managed.*

**Conditions**

**General**

1. *The development is to be undertaken substantially in accordance with the following approved plans:*
  - (i) *Site Plan - drawing no. A101 A dated 17.06.24*
  - (ii) *Layout Plan - drawing no. A102 A dated 17.06.24*
  - (iii) *Elevations - drawing no. A103 A dated 17.06.24*
  - (iv) *3D View - drawing no. A106 dated September 2020*
2. *This approval shall lapse six years from the day the decision notice for the original approval (I/2017) was granted (being 15 December 2020).*
3. *The applicant is to ensure the site is maintained, during and after development, in a clean and tidy condition at all times, to the satisfaction of the Director of Engineering Services or delegate.*



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4. *The site is required to drain to a lawful point of discharge to the satisfaction of the Director of Engineering Services or delegate.*
5. *The approved development is to be provided with water supply and sewerage constructed to standards stated in Schedule 1, Part 3 of the Carpentaria Shire Planning Scheme. The cost of connection to all services is to be met by the applicant/proponent.*
6. *Any work associated with connecting to urban services shall be undertaken in accordance with the approved plans and shall be established and completed prior to the lawful commencement of the use and to the satisfaction of the Director of Engineering Services or delegate.*
7. *Should any of the Council's assets be damaged during construction, the cost of the reinstatement of all such assets shall be met by the applicant/proponent and to the satisfaction of the Director of Engineering Services or delegate.*
8. *One (1) industrial crossover and apron, built in accordance with the FNQROC Development Manual Standard Drawing S1015 for commercial and industrial crossings, is to be constructed at the location of the proposed shed, and is to extend to the bitumen in Yappar Street, to the satisfaction of the Director of Engineering Services or delegate.*
9. *Five (5) car parking spaces are to be provided on site and setback back a minimum of 6 metres from the site frontage and all other site boundaries. The car parks are to be line marked or delineated by coppers logs, or similar, to the satisfaction of the Director of Engineering Services or delegate.*
10. *Any lighting proposed in association with the development must ensure there is no light spillage onto adjoining properties.*
11. *Any advertising signage associated with the development is required to comply with the Advertising Devices Code in the Carpentaria Shire Planning Scheme.*
12. *Trees native to the local area are to be planted at one (1) metres intervals, for a distance of 16 metres and maintained along the frontage of the site, between the site frontage and the new shed, so as to screen the shed from the road, to the satisfaction of the Director of Engineering Services or delegate.*
13. *Erosion and sediment control measures consistent with FNQROC Development Manual standards or equivalent are established during construction, and by:*
  - (i) *keeping ground disturbing activities to a minimum;*
  - (ii) *filling and compacting any trenches immediately after services have been laid;*
  - (iii) *checking of erosion and sediment controls regularly and immediately prior to and after any rain event; and*
  - (iv) *not undertaking works during rainfall.*
14. *Dust Suppression through ground wetting is to be undertaken during*



**CONFIRMED MINUTES**

***construction.***

**Advisory Notes**

- 1. The applicant is advised that the site is potentially subject to flood and storm tide. Council recommends that the facility is designed to maximise the resilience to such events.***

**CARRIED 7/0**

***Resolution No. 0724/034***

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## CONFIRMED MINUTES

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### 14 GENERAL BUSINESS

#### Normanton Sports Oval

Councillor Smerdon informed that the condition of the Sports Oval is poor and asked if the watering systems could be checked. He also asked if Council could investigate grant opportunities for shade structures.

The Director of Engineering to obtain quotes for automated watering systems and the draft masterplan be revisited to develop a strategy for development for the next 10 years through stakeholders consultation.

#### Pump Track

Councillor Schafer asked if an official opening be conducted for the Pump Track.

The Director of Engineering noted this can be organised.

#### Complaint

Councillor Schafer informed of a complaint received in regard to hire vehicles used for the LGAQ ROC Assembly held previously in Karumba.

The Chief Executive Officer to contact complainant to discuss concerns regarding decision to hire buses from out of town.

#### Normanton Bowls Club

Councillor O'Brien informed that bins are not being picked up at the Bowls Club and also asked if gravel can be placed on the driveway.

The Director of Engineering responded gravel can be organised as it is Council-owned land.

#### Sprinklers on Median Strips

Councillor O'Brien informed that sprinklers on the median strips are not working.

The Director Engineering to investigate the watering systems.

#### Live Stream Cameras

Councillor O'Brien requested live stream cameras at the Karumba Point boat ramp.

The Director of Engineering to investigate the costs of installation.

## CONFIRMED MINUTES

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### Stop Signs at Karumba Point

Councillor O'Brien queried the Stop signs at the intersection of Ward and Palmer Streets at Karumba Point and asked if Give Way signs be installed.

*The Director of Engineering to investigate options to install give way signs and to conduct community consultation.*

### Footpath – Col Kitchen Drive, Karumba Point

Councillor O'Brien asked Council to consider future planning for a footpath from the caravan park along Col Kitching Drive at Karumba Point.

*The Director of Engineering informed this will be considered in future planning.*

### Drainage behind Gulf Country Caravan Park

Councillor O'Brien informed there are concerns with the drainage at the Gulf Country Caravan Park as it is eroding the boundary.

*The Director of Engineering to discuss with owners.*

### Lawn Cemetery - Normanton

Councillor Murphy informed the Lawn Cemetery needs to be tidied up.

*Council to investigate an education campaign.*

### Light Industrial Area

Councillor Murphy queried development of the light industrial area near the Airport.

*The Director of Engineering to have plans drawn up for the development of airport industrial sites.*

### Lilyvale Subdivision

Discussion was held on the land use of the Lilyvale Subdivision.

*The Chief Executive Officer to forward advice of potential to change land use at the Lilyvale Subdivision.*



**CONFIRMED MINUTES**

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**15 CLOSURE OF MEETING**

*The Chair of the meeting, Cr Lyall Bawden, Mayor, declared the meeting closed at 4:45pm.*

**MINUTES CERTIFICATE**

*These Minutes are Confirmed.*



Councillor LV Bawden  
Mayor

*17.07.2024*

Date