



# BOULIA SHIRE COUNCIL

## Minutes of the ORDINARY MEETING of the Boulia Shire Council held on Friday 28 June 2024 commencing at 7:30 am

### 1 Meeting Opening with the Acknowledgement of Traditional Owners

*Please note:*

*In some instances, due to unforeseen circumstances, the sequence of the Ordinary Meeting of Council on the meeting day may vary from the order of the agenda issued. The corresponding meeting minutes will follow the outline of the originally issued agenda, however the resolution numbers noted will be in accordance with the actual sequence of the meeting on the day.*

The Mayor opened the meeting at 8.44 am.

The Mayor acknowledged the traditional carers of the land on which Council meets, the 'Pitta Pitta' people, and paid Council's respects to the elders past and present.

The Mayor also acknowledged past and present service personnel.

It has been noted that the Mayor has reminded all Councillors in regards to registration of interests and declaration of contact with or engagement of lobbyists.

### 2 Present

Councillors: Councillor Eric (Rick) Britton  
Councillor Sam Beauchamp  
Councillor Jack Neilson  
Councillor Jan Norton  
Councillor Julie Woodhouse

Officers: Ms Lynn Moore (Chief Executive Officer)  
Mrs Kaylene Sloman (Director of Corporate & Financial Services)  
Mr Graeme Gillam (Finance Manager)  
Ms Lily Williams (Executive Assistant)  
Mrs Nicole Tonkies (CEO Assist)

### 3 Apologies / Leave of Absence

There were no apologies or leaves of absence for this meeting.

**Moved:** Cr Britton

**Seconded:** Cr Neilson

*That in accordance with the Local Government Regulation 2012, Council adopt the 2024-2025 Budget as presented at the 2024-2025 Budget Meeting of Council on 28th June 2024.*

**Resolution No.: 2024/06.1**

**Carried**

Mr Gillam left the meeting at 8.45 am.  
Meeting adjourned for tea break at 8.45 am.

Meeting resumed at 9 am.

## **4 Declaration of Interests**

*It is to be noted that Councillor Woodhouse used the LGAQ Conflict of Interest App to determine if she has a declaration of interest in regards to the report '11.1.7 Policy Review - Town Common Policy'. In accordance with results of this, there was no declaration required to be made.*

**Moved:** Cr Neilson

**Seconded:** Cr Norton

Councillor Britton declared a Declarable Conflict of Interest in the following report in accordance with the *Local Government Act 2009*.

- 11.1.7 Policy Review - Town Common Policy, as he owns land that boundaries the Boulia Town Common.

In accordance with the *Local Government Act 2009* it was resolved that Councillor Britton would be able to stay in the meeting while the matter was discussed and voted on.

**Resolution No.: 2024/06.2**

**Carried**

For this motion: Cr Beauchamp, Cr Neilson, Cr Norton and Cr Woodhouse  
Abstained from voting: Cr Britton

## **5 Mayoral Minutes**

There were no Mayoral Minutes to be noted at this meeting.

## **6 Notice of Motion**

There were no notices of motions to be noted at this meeting.

## 7 Request to Address Council in a Public Forum

There were no requests to address the Council.

## 8 Petitions

There were no petitions presented to Council.

## 9 Deputations

There were no deputations to Council.

## 10 Confirmation of Minutes from Previous Meetings

Moved: Cr Neilson

Seconded: Cr Norton

That the minutes of the Ordinary Meeting held on 31st May 2024 be accepted.

Resolution No.: 2024/06.3

Carried

## 11 Reports

### 11.1 Works and Operations

<b>TITLE:</b>	Director of Works and Operations May 2024 Report	<b>DOC REF:</b> 11.1.1
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#### **PURPOSE:**

To inform Council of the current utilisation and activities of the Works and Operations Department in line with all works and operations being undertaken for May 2024.

Moved: Cr Britton

Seconded: Cr Woodhouse

That Council receive the Director of Works and Operations May 2024 Report for information.

Resolution No.: 2024/06.4

Carried

<b>TITLE:</b>	Engineering Service Report May 2024	<b>DOC REF:</b> 11.1.2
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**PURPOSE:**

To inform Council on the progress of various items through an information update.

Moved: Cr Britton

Seconded: Cr Beauchamp

That the Engineering Services Report – Newsbrief for May 2024 be noted.

Resolution No.: 2024/06.5

Carried

<b>TITLE:</b>	Foreman Road, Utilities and Service Report May 2024	<b>DOC REF:</b> 11.1.3
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**PURPOSE:**

To inform Council of the current utilisation and activities of the Town Department during the month of May 2024.

Moved: Cr Britton

Seconded: Cr Woodhouse

That Council receive the Foreman Roads, Utilities and Services May 2024 Report for information.

Resolution No.: 2024/06.6

Carried

<b>TITLE:</b>	Foreman Road Maintenance and Construction Report May 2024	<b>DOC REF:</b> 11.1.4
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**PURPOSE:**

To inform Council of the current utilisation and activities of the Works Department in line with the Council works program for May 2024.

Moved: Cr Neilson

Seconded: Cr Britton

That Council receive the Foreman Roads, Construction and Maintenance May 2024 Report for information.

Resolution No.: 2024/06.7

Carried

<b>TITLE:</b>	Rural Lands Protection Officer May 2024 Report	<b>DOC REF:</b> 11.1.5
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**PURPOSE:**

To advise Council of current activities relating to weed management, pest control, animal management and stock routes.

**Moved:** Cr Britton

**Seconded:** Cr Beauchamp

That the Rural Lands Protection Officer May 2024 Report be received for information.

**Resolution No.: 2024/06.8**

**Carried**

<b>TITLE:</b>	QRA Flood Damage Works Department May 2024	<b>DOC REF:</b> 11.1.6
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**PURPOSE:**

To inform Council of the current utilisation and activities of the Flood Damage Program for May 2024.

**Moved:** Cr Neilson

**Seconded:** Cr Woodhouse

That the QRA Flood Damage Works Department May 2024 Report be received for information.

**Resolution No.: 2024/06.9**

**Carried**

<b>TITLE:</b>	Policy Review - Town Common Policy	<b>DOC REF:</b> 11.1.7
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**PURPOSE:**

Regular review of Council policies ensures that Council maintains an up-to-date guide for staff to refer to in the day-to-day management of the Council. This report deals with the review of policy 124 – Town Common Policy.

*Councillor Britton has declared a conflict of interest in this report. The interest will be dealt with in accordance with Resolution No.: 2024/06.2.*

**Moved:** Cr Norton

**Seconded:** Cr Neilson

That subject to the amendment of all references of 'NILS' be changed to 'NLIS', policy 124 Town Common Policy as presented, be adopted.

**Resolution No.: 2024/06.10**

**Carried**

<b>TITLE:</b>	Non-potable water scheme - Urandangi	<b>DOC REF:</b> 11.1.8
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**PURPOSE:**

To provide a summary and a recommendation for making the Urandangi Drinking Water Scheme non-potable.

Moved: Cr Britton

Seconded: Cr Woodhouse

That the Urandangi Drinking Water Scheme be transitioned to a non-potable supply to commence Monday 2nd December 2024 and that the associated actions required are completed prior to this time.

Resolution No.: 2024/06.11

Carried

## 11.2 Office of the Chief Executive

<b>TITLE:</b>	Chief Executives Report May 2024	<b>DOC REF:</b> 11.2.1
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**PURPOSE:**

To advise Council of relevant activities undertaken through the office of the CEO.

Moved: Cr Norton

Seconded: Cr Woodhouse

That the CEO Report for May 2024 be received for information.

Resolution No.: 2024/06.12

Carried

<b>TITLE:</b>	Action List Update May 2024	<b>DOC REF:</b> 11.2.2
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**PURPOSE:**

To present to Council an updated Action List.

Moved: Cr Britton

Seconded: Cr Woodhouse

That Council receive the Action List update for May 2024 for information.

Resolution No.: 2024/06.13

Carried

<b>TITLE:</b>	Delegation to CEO and CEO to staff June 2024	<b>DOC REF:</b> 11.2.3
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**PURPOSE:**

Council as a Local Authority is required to undertake a wide range of powers and functions that are prescribed in legislation and necessary for the good governance of the Shire. Council is required to determine the functions of a Local Authority that are to be delegated to the CEO and to review those delegations on an annual basis or as needed.

**Moved: Cr Neilson**

**Seconded: Cr Britton**

1. That the delegation to the Foreman, Road Maintenance and Utility Services be revoked as at 28<sup>th</sup> June 2024.
2. That the delegation to the Foreman, Town Services and Utilities be effective 28<sup>th</sup> June 2024.
3. That the delegation to the Community Services Manager be revoked as at 13<sup>th</sup> June 2024.
4. That the delegation to the Economic and Community Development Manager (ECDM) effective 13<sup>th</sup> June 2024 be noted.
5. That the delegation to the Manager People and Culture (MPC) be effective 28<sup>th</sup> June 2024.
6. That the delegation to the Executive Assistant be reinstated effective 28<sup>th</sup> June 2024.
7. That the delegation to the Senior Administration Officer be revoked as at 28<sup>th</sup> June 2024.
8. That the delegation to the Supervisor Administration Services be effective as at 28<sup>th</sup> June 2024.
9. That Council note in the Register of Delegations current delegations from the CEO to other staff and contractors.
10. That all previous delegations be updated to reflect the changes, accepted by delegates and then published on the website.

**Resolution No.: 2024/06.14**

**Carried**

<b>TITLE:</b>	Request for permission to conduct environmental surveys on public land	<b>DOC REF:</b> 11.2.4
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**PURPOSE:**

To advise Council of a request for permission received from the Desert Channels Group regarding conducting environmental surveys on public land.

**Moved: Cr Britton**

**Seconded: Cr Beauchamp**

That Council grant for permission to the Desert Channels Group to conduct environmental surveys on public land within the Bouliia Shire.

**Resolution No.: 2024/06.15**

**Carried**

<b>TITLE:</b>	Development Application for a Material Change of Use for a Short-term Accommodation (DA2024-04)	<b>DOC REF:</b> 11.2.5
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**PURPOSE:**

To provide to Council a summary and recommendations regarding Development Application number DA2024-04 at 33 Pituri Street, Bouliia.

Moved: Cr Neilson

Seconded: Cr Britton

That Council adopt the recommendations as attached to the Development Application for a Material Change of Use for a Short-term Accommodation (DA2024-04) report for development application number DA2024-04 (33 Pituri Street, Boulia - Lot 407 B2671).

Resolution No.: 2024/06.16

Carried

Meeting adjourned for a tea break at 10.53 am.

Meeting resumed at 11.18 am.

Mr Paul Bawden, Council's Economic and Community Development Manager, joined the meeting at 11.21 am.

### 11.3 Corporate Services

<b>TITLE:</b>	Director of Corporate & Financial Services May 2024 Report	<b>DOC REF:</b> 11.3.1
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**PURPOSE:**

To advise Council of the activities of the Director of Corporate and Financial Services.

Moved: Cr Britton

Seconded: Cr Norton

That the Director of Corporate & Financial Services May 2024 report be received for information purposes.

Resolution No.: 2024/06.17

Carried

<b>TITLE:</b>	Comparison of Interest Rates	<b>DOC REF:</b> 11.3.2
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**PURPOSE:**

To advise Council on the current Interest Rates available.

Moved: Cr Woodhouse

Seconded: Cr Britton

That Council receive the comparison of interest rates report for information purposes only.

Resolution No.: 2024/06.18

Carried



<b>TITLE:</b>	Policy Review - 128 Public Interest Disclosure Policy and Procedure	<b>DOC REF:</b> 11.3.3
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**PURPOSE:**

To review and update Council's policies in accordance with the adopted procedure to ensure that policies made by Council are compliant with legislation and are reviewed in a timely manner.

*Moved: Cr Britton*

*Seconded: Cr Woodhouse*

That policy 128 Public Interest Disclosure Policy and Procedure be adopted as presented and that a copy of the updated policy be made available in the Councillor Information Hub.

*Resolution No.: 2024/06.19*

*Carried*

<b>TITLE:</b>	Policy Review - 146 Code of Conduct	<b>DOC REF:</b> 11.3.4
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**PURPOSE:**

To review and update Council's policies in accordance with the adopted procedure to ensure that policies made by Council are compliant with legislation and are reviewed in a timely manner.

*Moved: Cr Beauchamp*

*Seconded: Cr Neilson*

That policy 146 Code of Conduct Policy be adopted as presented and that a copy of the updated policy be made available in the Councillor Information Hub.

*Resolution No.: 2024/06.20*

*Carried*

<b>TITLE:</b>	Financial Report for May 2024	<b>DOC REF:</b> 11.3.5
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**PURPOSE:**

Financial Summary as at 31 May 2024.

*Moved: Cr Britton*

*Seconded: Cr Norton*

That the Finance Report for May 2024 be received for information.

*Resolution No.: 2024/06.21*

*Carried*

## 11.4 Community Services

<b>TITLE:</b>	Community Services Report May 2024	<b>DOC REF:</b> 11.4.1
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**PURPOSE:**

To provide Council with an update of the activities associated with Councils' Economic and Community development activities.

**Moved:** Cr Norton

**Seconded:** Cr Beauchamp

That the Community Services Report for May 2024 be received for information.

**Resolution No.:** 2024/06.22

**Carried**

Mr Bawden left the meeting at 11.54 am.

<b>TITLE:</b>	Min Min Encounter & Boulia Heritage Centre Report – May 2024	<b>DOC REF:</b> 11.4.2
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**PURPOSE:**

To report on the day-to-day operations of the Min Min Encounter and Boulia Heritage Centre and to promote tourism in the Shire and surrounding region.

**Moved:** Cr Woodhouse

**Seconded:** Cr Britton

That the Min Min Encounter & Boulia Heritage Centre Report May 2024 be received for information.

**Resolution No.:** 2024/06.23

**Carried**

## 12 Late Reports

There were no late reports presented to Council.

## 13 Closed Session

CLOSED MEETING AT 12.01 PM

**Moved:** Cr Norton

**Seconded:** Cr Beauchamp

That Council move into Closed Session in accordance with the *Local Government Regulation 2012* section 254J (3) on the following provision:

- (g) 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;

**Resolution No.:** 2024/06.24

**Carried**

OUT OF CLOSED SESSION AT 12.07 PM

**Moved:** Cr Britton

**Seconded:** Cr Beauchamp

It was resolved that Council move out of the closed session.

**Resolution No.: 2024/06.25**

**Carried**

### **13.1 Corporate Services**

<b>TITLE:</b>	Write Off Outstanding Sundry Debts 2023/2024	<b>DOC REF:</b> 13.1.1
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**PURPOSE:**

To advise Council of outstanding debt owed for rental fees of unit and furniture from deceased tenant.

*Closed under Local Government Regulation 2012 (254J (3)) (g) 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;*

**Moved:** Cr Norton

**Seconded:** Cr Woodhouse

That Council agree to write off the outstanding amount on Debtor Account Number 30373 to the value of \$259.44 for outstanding rent.

**Resolution No.: 2024/06.26**

**Carried**

<b>TITLE:</b>	Write Off Outstanding Debts 2023/2024	<b>DOC REF:</b> 13.1.2
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**PURPOSE:**

To advise Council of long outstanding debt owed for rates and charges under mining leases.

*Closed under Local Government Regulation 2012 (254J (3)) (g) 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;*

**Moved:** Cr Britton

**Seconded:** Cr Woodhouse

That Council agree to write off the outstanding amounts on the three assessments known as A276 \$2,277.16, A349 \$2,277.16 and A353 \$2,277.16 which total \$6,831.48, all were mining leases that were cancelled in 2020.

**Resolution No.: 2024/06.27**

**Carried**

## 14 General Business

**Place name audit result** - CEO advised the Council that notification was received from the Department of Resources that a state-wide audit of place names which may cause offense or harm was completed in July 2023. As a result of the audit, 'Blackgin Creek (Watercourse)' was identified in the Boullia Shire. The Department have advised that at this stage it is proposed to only remove the names (not replace) and that correspondence has also been sent to all the known registered Native Title Bodies or Cultural bodies in each of the respective areas advising the same.

## 15 Meeting Closure

The Mayor closed the meeting at 12.33 pm.

## 16 Confirmed

Minutes confirmed 26<sup>th</sup> July 2024  
Resolution No.: 2024/07.2