



BOULIA

SHIRE COUNCIL

**Minutes of the ORDINARY MEETING
of the Boulia Shire Council
held on Friday 31 May 2024
commencing at 9:00 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 9.08 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 (via TEAMS)
Councillor Jan Norton
Councillor Julie Woodhouse

Officers: Ms Lynn Moore (Chief Executive Officer)
Mrs Kaylene Sloman (Director of Corporate & Financial Services)
Mr Henry Mascarenhas (Director of Works and Operations)
Miss Pearl Pocock (Administration Officer)

3 Apologies / Leave of Absence

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

4 Declaration of Interests

Moved: Cr Norton

Seconded: Cr Woodhouse

Councillor Britton declared a Declarable Conflict of Interest in the following reports 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
- 11.2.9 Outdoor Billboard Gallery - proposal to sell artwork to Council, due to his wife being part of the Outback Billboard Gallery

In accordance with Part 3 of the *Local Government Act 2009*, it was decided that Councillor Britton is allowed to stay in the meeting while this matter is discussed and voted on.

Resolution No.: 2024/05.8

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

Western Queensland Primary Health Network (WQPHN) Chief Executive Officer, Sandy Gillies and Allan Groth, WQPHN Lead for Innovative Workforce Models, joined the Council meeting to give a briefing regarding the Healthy Outback Communities (HOC) program, its progress to date and how WQPHN and Council could work together to roll out the program in Boulia.

10 Confirmation of Minutes from Previous Meetings

Moved: Cr Norton

Seconded: Cr Beauchamp

That the minutes of the Ordinary Meeting held on 24th April 2024 be accepted.

Resolution No.: 2024/05.1

Carried

11 Reports

11.1 Works and Operations

TITLE:	Director of Works and Operations April 2024 Report	DOC REF: 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 April 2024.

Moved: Cr Neilson

Seconded: Cr Norton

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

Resolution No.: 2024/05.2

Carried

TITLE:	Engineering Service Report – News brief for April 2024	DOC REF: 11.1.2
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PURPOSE:

To inform Council on the progress of various projects by George Bourne & Associates on behalf of Council through an information update.

Moved: Cr Britton

Seconded: Cr Woodhouse

That the Engineering Services Report – News brief for April 2024 be noted.

Resolution No.: 2024/05.3

Carried

TITLE:	Foreman Road, Utilities and Service Report April 2024	DOC REF: 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 April 2024.

Moved: Cr Beauchamp

Seconded: Cr Britton

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

Resolution No.: 2024/05.4

Carried

TITLE:	Foreman Road Maintenance and Construction Report April 2024	DOC REF: 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 April 2024.

Moved: Cr Woodhouse

Seconded: Cr Britton

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

Resolution No.: 2024/05.5

Carried

TITLE:	QRA Flood Damage Works Department April 2024	DOC REF: 11.1.5
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PURPOSE:

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

Moved: Cr Beauchamp

Seconded: Cr Norton

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

Resolution No.: 2024/05.6

Carried

TITLE:	Rural Lands Protection Officer April 2024 Report	DOC REF: 11.1.6
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PURPOSE:

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

Moved: Cr Woodhouse

Seconded: Cr Britton

1. That the Rural Lands Protection Officer April 2024 Report be received for information.
2. That Council approve the quote from TCS for the purchase of one hundred (100) 1080 Warning Signs.

Resolution No.: 2024/05.7

Carried

TITLE:	Policy Review - Town Common Policy	DOC REF: 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.: 2024/05.8.

A resolution regarding policy 124 Town Common Policy, is to be deferred to the June 2024 Ordinary Meeting of Council, to enable amendments to the proposed policy version to be made.

Sandy Gillies and Allan Groth joined the meeting at 10.41 am to give their briefing regarding the Healthy Outback Communities (HOC) program, its progress to date and how WQPHN and Council could work together to roll out the program in Boulia.

It is to be noted that the Councillors agreed that the Boulia Primary Health Centre (PHC) needs to be addressed first.

Sandy Gillies and Allan Groth left the meeting at 12.14 pm.

The meeting was adjourned for lunch at 12.14 pm.
Meeting resumed at 12.45 pm.

11.2 Office of the Chief Executive

TITLE:	Chief Executives Report April 2024	DOC REF: 11.2.1
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PURPOSE:

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

Moved: Cr Neilson

Seconded: Cr Britton

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

Resolution No.: 2024/05.9

Carried

TITLE:	Action List Update April 2024	DOC REF: 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 April 2024 for information.

Resolution No.: 2024/05.10

Carried

TITLE:	Consideration for the 2025 land valuation program	DOC REF: 11.2.3
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PURPOSE:

In line with the requirements of the Act, the Valuer-General seeks Council's opinion on whether a valuation (to be completed by the Valuer-General) of our local government should be undertaken to be effective on 30 June 2025. A response must be provided by the 24th May 2024.

Moved: Cr Britton

Seconded: Cr Norton

That the letter of response attached to the 'Consideration for the 2025 land valuation program' report that was returned by email to the Valuer-General regarding valuation for the 2025 period be endorsed, and it be noted that the letter advised that the Council wishes for a valuation to be completed and that there should be no referencing to commodity pricing in the valuation.

Resolution No.: 2024/05.11

Carried

TITLE:	Country Universities Centre (CUC) RAPAD Proposal	DOC REF: 11.2.4
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PURPOSE:

The purpose of this document is to provide an update and briefing to the Council regarding the successful application for the establishment of **CUC RAPAD** as a Regional University Study Hub. It outlines the requirements for Councils to become members of **CUC RAPAD** and nominate a representative to act as a director. The document also emphasizes the need for Councils to provide their agreement or disagreement to become members of CUC RAPAD. Additionally, the document highlights key dates and milestones for the establishment of CUC RAPAD and addresses potential risks and budget implications.

Moved: Cr Beauchamp

Seconded: Cr Norton

1. That the Council agrees to become a member of the proposed CUC RAPAD.
2. That the Council nominates the Mayor to act as Director of the proposed CUC RAPAD in a similar capacity as the current Directorship of RAPAD.
3. That the Burke Street Hall be confirmed as the location for future training opportunities for the local community as an 'inkind' contribution to the project for community advancement.
4. That the CEO advise RAPAD of the outcome of this resolution.

Resolution No.: 2024/05.12

Carried

TITLE:	Proposed date change to August 2024 Ordinary Council Meeting	DOC REF: 11.2.5
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PURPOSE:

To propose to Council a change to the date of the August 2024 Ordinary Meeting of Council.

Moved: Cr Neilson

Seconded: Cr Norton

That the date of the Ordinary Meeting of the Boulia Shire Council for August 2024 be changed from 30th August 2024 to 23rd August 2024 and that the change in meeting date be advertised on Council's website and all other approved distribution methods.

Resolution No.: 2024/05.13

Carried

TITLE:	Inkind Support - Over CEO Delegation	DOC REF: 11.2.6
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PURPOSE:

This report is generated from a request by a Community Group for Inkind Support which is outside of the CEO delegated authority under Policy 103 - Community Grants Policy.

Moved: Cr Britton

Seconded: Cr Woodhouse

That Council ratify the inkind support request for Boulia Campdraft and Rodeo event held on 17th May to the value of \$41,244.00.

Resolution No.: 2024/05.14

Carried

TITLE:	3rd Quarter Operational Plan Report Dec to March 2023-2024	DOC REF: 11.2.7
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PURPOSE:

To present the third quarter Operational Report for Dec to March 2024.

Moved: Cr Beauchamp

Seconded: Cr Neilson

1. That Council receive for information the third quarter report from Dec to March 2024 in relation to the adopted Operational Plan 2023-2024.
2. That the report be displayed on the Council website.

Resolution No.: 2024/05.15

Carried

TITLE:	Policy Review - Equal Employment Opportunity Policy	DOC REF: 11.2.8
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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 149 – Equal Employment Opportunity Policy.

Moved: Cr Norton

Seconded: Cr Britton

1. That the title of policy 149 be updated to ‘Respect in the Workplace Policy (Bullying and Harassment)’ and a copy of the policy (as presented in the ‘Policy Review - Equal Employment Opportunity Policy’ report) be adopted.
2. That the Equal Employment Opportunity Statement (as presented in the ‘Policy Review - Equal Employment Opportunity Policy’ report) be adopted.

Resolution No.: 2024/05.16

Carried

TITLE:	Outdoor Billboard Gallery - proposal to sell artwork to Council	DOC REF: 11.2.9
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PURPOSE:

To present to Council a proposal from the Outdoor Billboard Gallery to purchase three artworks.

Councillor Britton has declared a conflict of interest in this report. The interest will be dealt with in accordance with Resolution No.: 2024/05.8.

Moved: Cr Norton

Seconded: Cr Neilson

That Council proceed with the proposal to purchase the artwork from the Outdoor Billboard Gallery and authorise the Chief Executive Officer to carry out the purchase.

Resolution No.: 2024/05.17

Carried

TITLE:	2025 Shitbox Rally - Request for Council Support	DOC REF: 11.2.10
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PURPOSE:

To advise Council of a request for support for the 2025 Shitbox Rally.

Moved: Cr Britton

Seconded: Cr Norton

That Council confirm support of the May 2025 Shitbox Rally stay in Boulia by providing full use of the Boulia Racecourse Reserve with all fees associated with the hire of the venue being waived.

Resolution No.: 2024/05.18

Carried

TITLE:	WHS Report for April 2024	DOC REF: 11.2.11
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PURPOSE:

To inform Council of progressions and or issues of concerning regarding WH&S. Ongoing monitoring with projects to ensure correct and completed WHS paperwork is submitted and identify potential hazards and any documentation requirement shortfalls with evidentiary documents held in Magiq and Pulse. Adopt various alerts/updates into regular toolbox talks and training.

Moved: Cr Beauchamp

Seconded: Cr Britton

That the Workplace Health and Safety Report for April 2024 be received for information.

Resolution No.: 2024/05.19

Carried

11.3 Corporate Services

TITLE:	Director of Corporate & Financial Services April 2024 Report	DOC REF: 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 Beauchamp

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

Resolution No.: 2024/05.20

Carried

TITLE:	Audit & Risk Management Committee Update May 2024 Report	DOC REF: 11.3.2
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PURPOSE:

To present Council with the Audit and Risk Management Meeting Minutes held on 10th May 2024.

Moved: Cr Beauchamp

Seconded: Cr Britton

That the Director of Corporate & Financial Services Audit and Risk Management Report for May 2024 be received for information.

Resolution No.: 2024/05.21

Carried

TITLE:	Financial Report for April 2024	DOC REF: 11.3.3
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PURPOSE:

Financial Summary as at 30 April 2024.

Moved: Cr Britton

Seconded: Cr Beauchamp

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

Resolution No.: 2024/05.22

Carried

11.4 Community Services

TITLE:	Community Services Report April 2024	DOC REF: 11.4.1
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PURPOSE:

To provide Council with an update of the activities associated with Councils' community development activities.

Moved: Cr Britton

Seconded: Cr Norton

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

Resolution No.: 2024/05.23

Carried

TITLE:	Min Min Encounter & Boulia Heritage Centre Report – April 2024	DOC REF: 11.4.2
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PURPOSE:

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

Moved: Cr Britton

Seconded: Cr Woodhouse

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

Resolution No.: 2024/05.24

Carried

12 Late Reports

There were no late reports presented to Council.

13 Closed Session

There were no closed session reports presented to Council.

14 General Business

Increased Social Housing - Councillor Woodhouse raised the need for having short term emergency housing available in Boulia. Item to be added to the Action List for further progressing.

15 Meeting Closure

The Mayor closed the meeting at 3.34 pm.

16 Confirmed

Minutes confirmed 28th June 2024
Resolution No.: 2024/06.3