



**MINUTES OF THE GENERAL MEETING
OF THE BOULIA SHIRE COUNCIL
HELD ON WEDNESDAY 18th DECEMBER 2019
COMMENCING AT 10 AM**

Attendance:

Councillors: Councillor Eric (Rick) Britton
Councillor Rebecka (Beck) Britton (via teleconference)
Councillor Sam Beauchamp
Councillor Brook McGlinchey
Councillor Jack Neilson

Officers: Ms Lynn Moore (Chief Executive Officer)
Mrs Nicole Tonkies (Executive Assistant)

Opening:

The Mayor opened the meeting at 10.35 am.

Mr Harin Karra and Mr Stuart Bourne entered the meeting at 10.35 am.

Acknowledgement of Traditional Owners

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.

2019/12.1 MINUTES OF THE NOVEMBER 2019 ORDINARY MEETING

<u>Moved:</u> Councillor McGlinchey	<u>Seconded:</u> Councillor Beauchamp
That the Minutes of the General Meeting held on 18 th November 2019 be accepted.	
<u>Carried</u>	

**2019/12.2 PROCESSING OF COUNCILLOR DECLARATION OF INTERESTS –
DECEMBER 2019 ORDINARY MEETING OF COUNCIL**

<u>Moved:</u> Councillor McGlinchey	<u>Seconded:</u> Councillor Neilson
Council acknowledged receipt of the following Councillor Declaration of Interests relevant to reports in the December 2019 Ordinary Meeting of Council and resolved to handle the declaration as follows:	

Councillor	Agenda Item Number	Type of Declaration	How the interest will be handled
Rick Britton	Item DWO5 - Supply and Delivery with or without Trade-in: One Motor Grader Tender No. T2019/20-9	Conflict of Interest	Councillor Rick Britton has a perceived conflict of interest in the matter and will be leaving the meeting while this matter is discussed and voted on.
Rick Britton	Item D - Rural Lands Protection Officer November 2019 Report	Material Personal Interest	Councillor Rick Britton has a real material personal interest in the matter and, accordingly, must leave the meeting room, including any place set aside for the public, and stay away while this matter is discussed and voted on.

Carried

2019/12.3 ENGINEERING SERVICES REPORT – NEWSBRIEF FOR NOVEMBER 2019

PURPOSE:

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

Moved: Councillor Rick Britton Seconded: Councillor Beauchamp

That the Engineering Services Report – News Brief for November 2019 be noted.

Carried

2019/12.4 GRANTS WORK STATUS SUMMARY

PURPOSE:

To advise Council of the progress of projects being completed with the assistance of either funding provided by Council, State or Federal Grants.

Moved: Councillor Neilson Seconded: Councillor McGlinchey

That the Grants Work Status Summary on the progress of the funded projects be received for information.

Carried

Mr Karra presented to Council the Boulia Works Program for information only.

2019/12.5 NDRRA FLOOD DAMAGE WORKS DEPARTMENT NOVEMBER 2019 REPORT

PURPOSE:

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

Moved: Councillor Beauchamp Seconded: Councillor Neilson

That the NDRRA Flood Damage Works Department November 2019 report be received for information.

Carried

2019/12.6 FOREMAN, ROAD MAINTENANCE AND UTILITY SERVICES NOVEMBER 2019 REPORT

PURPOSE:

To inform Council of the current utilisation and activities of the Town Department.

Moved: Councillor Neilson Seconded: Councillor Rick Britton

That Council receive the Foreman, Road Maintenance and Utility Services November 2019 report for information.

Carried

2019/12.7 FOREMAN ROADS MAINTENANCE AND CONSTRUCTION NOVEMBER 2019 REPORT

PURPOSE:

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

Moved: Councillor McGlinchey Seconded: Councillor Beauchamp

That Council receive the Foreman Roads Maintenance and Construction November 2019 Report for information.

Carried

Councillor Beck Britton left the meeting at 11.31 am.

Councillor Rick Britton declared a Material Personal Interest in the Town Common – Stock Route Segregation section of Item D – Rural Lands Protection Officer November 2019 Report due to owning a property adjoining the Town Common boundary. In accordance with the resolution made under 2019/12.2, Councillor Rick Britton left the meeting room, including any place set aside for the public, while this matter was discussed and voted on.

Councillor Rick Britton left the meeting at 11.34 am.

2019/12.8 RURAL LANDS PROTECTION OFFICER NOVEMBER 2019 REPORT

PURPOSE:

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

Moved: Councillor Neilson Seconded: Councillor Beauchamp

1. That the Rural Lands Protection Officer November 2019 report be received for information.
2. That the Town Common Stock Route Fence/Stock Baulk be deferred for investigation on Town Common leasing to be obtained.

Carried

Councillor Rick Britton joined the meeting at 11.47 am

2019/12.9 BOULIA WORK CAMP NOVEMBER 2019 REPORT

PURPOSE:

To advise of the activities of the Boulia Work Camp from 4th to 12th November.

Councillor Rick Britton declared a Conflict of Interest in the report Item DWO5 Supply and Delivery with or without Trade-in: One Motor Grader Tender No. T2019/20-9 due to being related to a tender applicant. In accordance with the resolution made under 2019/12.2, Councillor Rick Britton left the meeting while this matter was discussed and voted on.

2019/12.14 SUPPLY AND DELIVERY WITH OR WITHOUT TRADE-IN: ONE MOTOR GRADER TENDER NO. T2019/20-9

PURPOSE:

This report seeks approval to supply and deliver with or without trade-in: one motor grader under Tender No T2019/20-9.

Moved: Councillor Beauchamp Seconded: Councillor McGlinchey

That Boulia Shire Council accept the tender price of \$502,700 (inclusive of Goods and Services Tax) for the Caterpillar 140M Motor Grader and Trade Unit #101 Caterpillar 160M Motor Grader for \$247,500 (inclusive of Goods and Services Tax) from Hastings Deering (Australia) as per Tender T2019/20-9.

Carried

2019/12.15 CENTRAL PETROLEUM LEASE FINALISATION

PURPOSE:

The surrender of Central Petroleum's lease holdings which have been in effect since 2014 to be effective from 22nd December 2019.

- a) Lease relating to Lot 55 on CP B2672;
- b) Lease relating to Lot 56 on CP B2672, and
- c) Lease relating to Lot 1 on SP 276179 and Lot 2 on SP 276180.

Moved: Councillor Neilson Seconded: Councillor McGlinchey

1. That Council confirm the payment to Central Petroleum for the purchase of the Warehouse.
2. That the CEO do all things necessary to finalise the leases including the removal of the leases on the title.

Carried

2019/12.16 DEVELOPMENT OF A REGIONAL COMMUNITY PRECINCT – DESIGN GRANT

PURPOSE:

To advise Council of the progress of an application for the design and construction of the Regional Community Precinct incorporating the Post Office, Library government service offices such as QGAP, cultural display area and registered offices for the Pitta Pitta. The building would include a multi purpose area to be used for Governmental agency meetings, digital training centre and Council meetings.

Moved: Councillor Rick Britton Seconded: Councillor Beauchamp

1. That the Council endorse the application for funding to design and construct the Boulia Regional Community Precinct and request support to fund 90% of the project through the Building Better Regions Fund Round 4.
2. That Council agree to contribute 10% of the estimated cost of the project and these funds be allocated from Councils reserves.

Carried

Councillor Beck Britton and Mr Karra left the meeting at 12.25 pm.

Meeting adjourned for lunch at 12.25 pm.

Meeting resumed at 1.20 pm.

Councillor Beck Britton joined the meeting at 1.20 pm.

Mrs Kaylene Sloman entered the meeting at 1.22 pm.

2019/12.17 CEO BRIEFING FOR NOVEMBER 2019

PURPOSE:

To summarise activities from the CEO office and progress future options for the shire.

Moved: Councillor Neilson Seconded: Councillor Rick Britton

That the CEO Briefing for November 2019 is received for information.

Carried

2019/12.18 ACTION LIST

PURPOSE:

To inform Council on the actions taken on the Action List report.

Moved: Councillor Beauchamp Seconded: Councillor Rick Britton

That the updated Action List report be received for information.

Carried

2019/12.19 4TH QUARTER OPERATIONAL PLAN REPORT 2018-2019

PURPOSE:

To present the fourth quarter Operational Report for 2018-2019.

Moved: Councillor Rick Britton Seconded: Councillor McGlinchey

1. That Council receive the fourth quarter report on the 2018-2019 Operational Plan for information.
2. That the report be displayed on the Council website.

Carried

2019/12.20 RAINBOW GATEWAY HOST AGREEMENT

PURPOSE:

To advise Council of the offer of the continued Host Employer Agreement between Rainbow Gateway and Boulia Shire Council.

Moved: Councillor Neilson Seconded: Councillor Rick Britton

1. That Council endorse the signing of the MOU with Rainbow Gateway for a further period until 30th June 2020.
2. Continue with the program to provide work skills development under supervision by our staff for up to 8 participants.

Carried

2019/12.21 COUNCIL MEETING DATES FROM JANUARY TO DECEMBER 2020

PURPOSE:

In accordance with Section 277(1) of the Local Government Regulations 2012 notice is to be given when the Ordinary meetings of the Bouliia Shire Council will be held.

Moved: Councillor Rick Britton **Seconded:** Councillor Neilson

1. That the dates for the Council meetings from January 2020 until December 2020 be ratified and displayed on Council's website and all other approved distribution methods.

Monday 20 th January 2020	Airport terminal	10:00am
Monday 17 th February 2020	Airport terminal	10:00am
Monday 16 th March 2020	Airport terminal	10:00am
Monday 20 th April 2020	Airport terminal	10:00am
Monday 18 th May 2020	Airport terminal	10:00am
Monday 15 th June 2020	Airport terminal	10:00am
Tuesday 21 st July 2020	Airport terminal	10:00am
Monday 17 th August 2020	Airport terminal	10:00am
Monday 21 st September 2020	Airport terminal	10:00am
Monday 19 th October 2020	Airport terminal	10:00am
Monday 16 th November 2020	Airport terminal	10:00am
Monday 21 st December 2020	Airport terminal	10:00am

2. That the location be the Airport terminal meeting room with the commencement time 10-00am.

Carried

2019/12.22 MANAGER CORPORATE & FINANCIAL SERVICES NOVEMBER 2019 REPORT

PURPOSE:

Financial Summary as at 30th November 2019.

Moved: Councillor Rick Britton **Seconded:** Councillor Beauchamp

That the Manager of Corporate & Financial Services November 2019 Report be received for information.

Carried

2019/12.23 133 FRAUD AND CORRUPTION CONTROL POLICY AND FRAUD AND CORRUPTION CONTROL PLAN REVIEW

PURPOSE:

Regular review of Council policies and plans ensure that Council maintains an up to date guide for staff to refer to in the day to day management of Council. This report deals with minor changes to an existing policy and plan which does not have any material effect on the intent of the documents.

Moved: Councillor Rick Britton **Seconded:** Councillor McGlinchey

1. That the policy and plan as presented be adopted.

POLICY	NO.	OFFICER	TYPE
Fraud and Corruption Control Policy	133	Manager of Corporate & Financial Services	STAT

Changes to policy	Page No	Paragraph
List of related documents updated as necessary	1	n/a

PLAN
Fraud and Corruption Control Plan

Changes to plan	Section	Paragraph
Plan year version updated to 2019-2020	Cover Page	n/a
Under Related policies and guidelines – <i>Employee Code of Conduct</i> changed to <i>Code of Conduct</i> <i>Internal Audit Policy</i> changed to <i>Internal Audit & Risk Management Policy</i> <i>Risk Management Policy</i> removed	1.2	
<i>Internal Audit Committee</i> is changed to <i>Internal Audit & Risk Management Committee</i>	4.21	Bullet point one
The word <i>unit</i> is changed to <i>team</i>	5.8	2
The number of Fraud Control Officers is updated to four	5.10	1
<i>Deputy Chief Executive Officer</i> is removed and <i>Director of Works and Operations</i> and <i>Manager Corporate & Financial Services</i> is added	5.10	2
<i>Deputy Chief Executive Officer</i> is removed and <i>Director of Works and Operations</i> and <i>Manager Corporate & Financial Services</i> is added	5.10	Bullet point one
<i>Deputy Chief Executive Officer</i> is removed and <i>Manager Corporate & Financial Services</i> is added	5.10	Bullet point three
<i>Deputy Chief Executive Officer</i> is removed <i>Director of Works and Operations</i> is added <i>Manager Corporate Services</i> is updated to <i>Manager Corporate & Financial Services</i> <i>Senior Administration Officer</i> is removed	6.7	Table

2. That a copy of the changes to the policy and plan be forwarded to the Councillors electronically via email and the Councillor Hub.

Carried

2019/12.24 MANAGER CORPORATE & FINANCIAL SERVICES - AUDIT & RISK MANAGEMENT REPORT

PURPOSE:

To present the Minutes of the Audit & Risk Management Committee Meeting held on the 13th December 2019.

Moved: Councillor Neilson Seconded: Councillor Rick Britton

That the Manager of Corporate & Financial Services – Audit & Risk Management Report be received for information.

Carried

Mrs Sloman left the meeting at 2.11 pm.

2019/12.25 COMMUNITY SERVICES NOVEMBER 2019 REPORT

PURPOSE:

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

Moved: Councillor Beauchamp Seconded: Councillor McGlinchey

That the Community Services November 2019 Report is received for information.

Carried

2019/12.26 COMMUNITY GRANTS POLICY UPDATE REVIEW

PURPOSE:

Regular review of Council policies ensure that Council maintains an up to date guide for staff to refer to in the day to day management of Council. This report deals with changes to an existing policy.

Moved: Councillor Rick Britton Seconded: Councillor Beauchamp

1. That Policy 103 - Community Grants Policy as presented be adopted.
2. That a copy of the policy be forwarded to the Councillors electronically via email and the Councillor Hub.

Carried

2019/12.27 MIN MIN ENCOUNTER NOVEMBER 2019 REPORT

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: Councillor Rick Britton Seconded: Councillor McGlinchey

That the Min Min Encounter November 2019 Report be received for information.

Carried

2019/12.28 BOULIA HERITAGE COMPLEX NOVEMBER 2019 REPORT

PURPOSE:

To update Council on the visitations and activities at the Boulia Heritage Complex.

Moved: Councillor Neilson Seconded: Councillor McGlinchey

That the Boulia Heritage Complex November 2019 Report is received for information.

Carried

2019/12.29 BOULIA SPORTS AND AQUATIC CENTRE NOVEMBER 2019 REPORT

PURPOSE:

To inform Council of the current utilisation and activities of the centre.

Moved: Councillor Neilson Seconded: Councillor Rick Britton

That Council receive the Boulia Sports and Aquatic Centre November 2019 Report for information.

Carried

General Business

Australia Day Awards – Councillors discussed nominations received for the 2020 Australia Day Awards. Councillor Neilson left the meeting during all the discussions of the nominations.

Councillor Beck Britton left the meeting at 2.53 pm.

Independent Living Meeting – Councillor Beauchamp briefed the Council on the Independent Living Meeting he attended in Longreach.

Meeting Closure

The Mayor closed the meeting at 3.08 pm.

Confirmed:

Minutes confirmed 20th January 2020
Resolution No. 2020/1.1

The full agenda with all reports can be found on the Boulia Shire Council's website under the heading 'Council' with a dropdown box selection of 'Council Meetings'.