



**MINUTES OF THE Ordinary Council Meeting  
OF THE BOULIA SHIRE COUNCIL  
HELD ON Friday, 15<sup>th</sup> December 2023  
COMMENCING AT 09:00**

## **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 Deputy Mayor opened the meeting at 09:15.

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 (via MS TEAMS)  
Councillor Sam Beauchamp  
Councillor Jack Neilson  
Councillor Jan Norton

Officers: Ms Lynn Moore (Chief Executive Officer)  
Mrs Kaylene Sloman (Director of Corporate & Financial Services)  
Mr Trent Marshall (Director of Works and Operations)  
Ms Nessa Swann (Executive Assistant)

## **3 Apologies / Leave of Absence**

**Moved: Cr Beauchamp**

**Seconded: Cr Neilson**

That the apology from Councillor Tim Edgar be accepted and they be granted leave of absence from the Friday, 15 December 2023 Council meeting.

**Resolution No.: 2023/12.1**

**Carried**

#### **4 Declaration of Interests**

There were no declarations of interest relevant to reports at this meeting.

#### **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 Norton

**Seconded:** Cr Beauchamp

*That the minutes of the Ordinary Meeting held on Friday, 24th November 2023, be accepted.*

**Resolution No.:** 2023/12.5

**Carried**

## **11 Reports**

### **11.1 Works and Operations**

<b>TITLE:</b>	Director of Works and Operations November 2023 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 September 2023.

**Moved:** Cr Norton

**Seconded:** Cr Beauchamp

That Council receive the Director of Works and Operations November 2023 Report for information.

**Resolution No.:** 2023/12.6

**Carried**

<b>TITLE:</b>	Foreman Roads, Utilities and Services Report for November 2023	<b>DOC REF:</b> 11.1.2
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**PURPOSE:**

To inform Council of the current utilisation and activities of the Town Department during the month of November 2023.

**Moved:** Cr Neilson

**Seconded:** Cr Norton

That Council receive the Foreman Roads, Utilities and Services November 2023 Report for information.

**Resolution No.:** 2023/12.7

**Carried**

<b>TITLE:</b>	Foreman Road Maintenance and Construction Report November 2023	<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 November 2023.

**Moved:** Cr Neilson

**Seconded:** Cr Beauchamp

*That Council receive the Foreman Roads, Utilities and Services November 2023 Report for information.*

**Resolution No.: 2023/12.8**

**Carried**

<b>TITLE:</b>	Rural Lands Protection Officer November 2023 Report	<b>DOC REF:</b> 11.1.5
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**PURPOSE:**

To advise Council of current activities by Rural Lands Protection Officer (RLPO) relating to weed management, pest control, animal management and stock routes.

**Moved:** Cr Neilson

**Seconded:** Cr Beauchamp

*That the Rural Lands Protection Officer Report for November 2023 be received for information.*

**Resolution No.: 2023/12.9**

**Carried**

<b>TITLE:</b>	QRA Flood Damage Works Department November 2023	<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 November 2023.

**Moved:** Cr Beauchamp

**Seconded:** Cr Neilson

*That the QRA Flood Damage Works Department November 2023 Report be received for information.*

**Resolution No.: 2023/12.10**

**Carried**

<b>TITLE:</b>	Engineering Service Report – Newsbrief for September 2023	<b>DOC REF:</b> 11.1.7
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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 Norton

**Seconded:** Cr Beauchamp

*That the Engineering Services Report – Newsbrief for November 2023 be noted.*

**Resolution No.: 2023/12.11**

**Carried**

Mayor Britton joined the meeting at 10:35 via MS TEAMS.

## **11.2 Office of the Chief Executive**

<b>TITLE:</b>	Chief Executives Report November 2023	<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 Neilson

**Seconded:** Cr Britton

*That the CEO Report for November 2023 be received for information.*

**Resolution No.: 2023/12.12**

**Carried**

<b>TITLE:</b>	Action List Update November 2023	<b>DOC REF:</b> 11.2.2
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**PURPOSE:**

To present to Council an updated Action List.

**Moved:** Cr Neilson

**Seconded:** Cr Norton

That Council receive the Action List update for October 2023 for information.

**Resolution No.: 2023/12.13**

**Carried**

Council adjourned the meeting at 11:15

Council resumed the meeting at 11:34

<b>TITLE:</b>	Central West Regional Biosecurity Strategy 2024-2029	<b>DOC REF:</b> 11.2.3
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**PURPOSE:**

To present the Central West Regional Biosecurity Strategy (2024-2029) to Council.

**Moved:** Cr Beauchamp

**Seconded:** Cr Britton

1. That Council endorse the Central West Regional Biosecurity (CWRB) Strategy (2024-2029).
2. That a letter confirming Council's endorsement of the Central West Regional Biosecurity (CWRB) Strategy (2024-2029) be sent to David Arnold at RAPAD.

**Resolution No.: 2023/12.14**

**Carried**

<b>TITLE:</b>	WHS Report for November 2023	<b>DOC REF:</b> 11.2.4
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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 Neilson

**Seconded:** Cr Britton

*That Council receive the Workplace Health and Safety Report for November 2023 for information.*

**Resolution No.: 2023/12.15**

**Carried**

<b>TITLE:</b>	State Penalties Enforcement Register (SPER)	<b>DOC REF:</b> 11.2.5
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**PURPOSE:**

To provide a comprehensive overview of the strategic utilisation of the State Penalties Enforcement Registry (SPER) by the Council for the purpose of debt recovery.

**Moved:** Cr Neilson

**Seconded:** Cr Beauchamp

1. That Council endorse utilising the State Penalties Enforcement Registry for responsible and judicious debt recovery, aiming to benefit both the Shire and its residents.

**Resolution No.: 2023/12.16**

**Carried**

<b>TITLE:</b>	Review of MOU: North West Indigenous Catholic Social Services Ltd	<b>DOC REF:</b> 11.2.6
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**PURPOSE:**

To consider the request to extend the Memorandum of Understanding (MOU) for the North West Indigenous Catholic Social Services Limited (N.W.Q.I.C.S.S.) to continue the use of the Burke Street Hall Building.

**Moved:** Cr Neilson

**Seconded:** Cr Beauchamp

1. That Council endorse the Memorandum of Understanding between the North West Indigenous Catholic Social Services Limited and Boulia Shire Council for a term of 3 years and advise the North West Indigenous Catholic Social Services Limited Chief Executive Officer, Mr Faisal Khan.

**Resolution No.: 2023/12.17**

**Carried**

<b>TITLE:</b>	Local Disaster Management Plans - Review	<b>DOC REF:</b> 11.2.7
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**PURPOSE:**

To advise Council of the reviewed Local Disaster Management Plan 2024-2025, Natural Disaster Risk Management Strategy 2024-2025 and the Local Disaster Evacuation Sub-plan 2024-2025.

**Moved:** Cr Beauchamp

**Seconded:** Cr Britton

That the Council adopt the following, as presented:

- Local Disaster Management Plan 2024-2025
- Natural Disaster Risk Management Strategy 2024-2025
- Evacuation Sub-Plan 2024-2025

**Resolution No.:** 2023/12.18

**Carried**

<b>TITLE:</b>	Privacy Policy and Statement	<b>DOC REF:</b> 11.2.8
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**PURPOSE:**

To present to Council the proposed Privacy Policy and updated Privacy Statement for adoption.

**Moved:** Cr Neilson

**Seconded:** Cr Norton

That the Privacy Policy and Statement, as presented, be adopted.

**Resolution No.:** 2023/12.19

**Carried**

### **11.3 Corporate Services**

<b>TITLE:</b>	Director of Corporate & Financial Services November 2023 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 Norton

**Seconded:** Cr Neilson

That the Director of Corporate & Financial Services November 2023 report be received for information purposes.

**Resolution No.:** 2023/12.20

**Carried**

<b>CTITLE:</b>	Financial Report for November 2023	<b>DOC REF:</b> 11.3.2
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**PURPOSE:**

Financial Summary as at 30<sup>th</sup> November 2023

**Moved:** Cr Britton

**Seconded:** Cr Beauchamp

That the Finance Report for November 2023 be received for information.

**Resolution No.:** 2023/12.21

**Carried**

<b>TITLE:</b>	Policy Reviews 155 Giving of Gifts and Awards, 156 Information Technology (IT)	<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 Beauchamp**

**Seconded: Cr Norton**

1. That Policies 155 Giving of Gifts and Awards Policy and Policy 156 Information Technology (IT) Policy be endorsed as presented
2. That the Policies 155 Giving of Gifts and Awards Policy and Policy 156 Information Technology (IT) Policy be updated on the Councillor Hub

**Resolution No.: 2023/12.22**

**Carried**

## **11.4 Community Services**

<b>TITLE:</b>	Community Services November Report	<b>DOC REF:</b> 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 Neilson**

**Seconded: Cr Norton**

That the Community Services Report for November 2023 be received for information.

**Resolution No.: 2023/12.23**

**Carried**

<b>TITLE:</b>	Min Min Encounter & Boulia Heritage Centre Report – November 2023	<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 to promote tourism in the Shire and surrounding region.

**Moved: Cr Britton**

**Seconded: Cr Norton**

That the Min Min Encounter & Boulia Heritage Centre Report November 2023 be received for information.

**Resolution No.: 2023/12.24**

**Carried**



<b>TITLE:</b>	LGMS Summary regarding Proposed Sculptures	<b>DOC REF:</b> 11.4.3
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**PURPOSE:**

The Council's concerns about potential climbing-related risks associated with the public art installation have been addressed by evaluating liability coverage, legal principles, and risk management strategies. This report recommends a comprehensive risk assessment based on contemporary risk management principles to determine and implement suitable risk treatments.

**Moved: Cr Beauchamp**

**Seconded: Cr Neilson**

That the LGMS Summary regarding the proposed sculptures be noted.

**Resolution No.: 2023/12.25**

**Carried**

## **12 Late Reports**

There were no late reports presented to Council.

## **13 Closed Session**

### **13.0 Move into Closed Session**

#### **13.0.1 Move into Closed Session**

**CLOSED MEETING AT 12:23**

**Moved: Cr Britton**

**Seconded: Cr Neilson**

*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.: 2023/12.26**

**Carried**

### **13.1 Office of the Chief Executive**

<b>TITLE:</b>	Tender: T2023-24.5 Sale of lots L404/B2671 and L405/B2671 Mulligan Street, Boulia	<b>DOC REF:</b> 13.1.1
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**CLOSED SESSION REFERENCE:**

**In accordance with the *Local Government Regulation 2012 (254J (3))*, Closed Sessions of Council are not open to the public and may be closed for the following reasons:**

**(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;**

**PURPOSE:**

To provide Council with information regarding submissions received under tender T2023-24.5 Sale of lots L404/B2671 and L405/B2671 Mulligan Street, Boulia.

<b>TITLE:</b>	BSC Ambassador & Australia Day Nominations
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K.N. declined invitation for the role of BSC Ambassador 2024.  
Council discussed possible nominations for Spirit of Boulia and Australia Day Awards.

## **13.8 Move out of Closed Session**

**OUT OF CLOSED SESSION AT 13:15**

**Moved: Cr Neilson**

**Seconded: Cr Britton**

*It was resolved Council move out of the closed meeting, and adopt the recommendations discussed in closed committee.*

**Resolution No.: 2023/12.27**

**Carried**

The following recommendations were resolved from the closed session:  
*Council requested further information; therefore, decision-making is deferred to Ordinary Council Meeting, Friday, 19 January 2024.*

## **14 General Business**

Council broke for lunch at 13:20

Meeting resumed at 13:48

### **Future Interests & Appropriate Use & Tenure of Land in the Boulia Shire Council area - Potential Native Title Land Dealing**

Council discussed lots identified by the Department of Resources.

## **15 Meeting Closure**

The Mayor closed the meeting at 14:50.

## **16 Confirmed**

Minutes confirmed 19<sup>th</sup> January 2024.  
Resolution No.: 2024/01.2