



# UNCONFIRMED MINUTES

GENERAL MEETING OF  
ETHERIDGE SHIRE COUNCIL  
HELD AT COUNCIL CHAMBERS, GEORGETOWN  
ON WEDNESDAY, 20<sup>TH</sup> NOVEMBER 2024  
COMMENCING AT 9.00AM

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**ETHERIDGE SHIRE COUNCIL  
MINUTES OF THE GENERAL MEETING  
HELD AT COUNCIL CHAMBERS, GEORGETOWN  
ON WEDNESDAY, 20<sup>TH</sup> NOVEMBER 2024**

**ATTENDANCE**

Mayor Barry Hughes  
Cr. Ian Carroll  
Cr. Laurell Royes  
Cr. Seven Ryan  
Cr. Ian Tincknell

**OFFICERS PRESENT**

Mr. Mark Watt, Chief Executive Officer  
Mr. Raju Ranjit, Director of Engineering Services  
Mrs. Renee Bester, Director of Corporate Services  
Miss. Gemma Bethel, Executive Assistant

**OPEN GALLERY**

The Mayor declared the meeting open at 9:02am and welcomed all in attendance.

***ACKNOWLEDGEMENT TO COUNTRY***

“We would like to acknowledge the traditional owners of this land and pay our respects to the Elders past, present and future for they hold the history, cultural practice, and traditions, of their people.”

***PRAYER***

“We ask that today you give us wisdom to make good decisions to benefit our communities. Help us see what will benefit our shire and give us hearts to serve others. Amen”.

***DECLARATION OF CONFLICTS OF INTEREST***

**Cr Royes** declared a declarable conflict of interest in agenda item #14 – Gravel Crushing and Screening Options as she shares occupancy of Routh Station with Bolwarra Enterprises, a gravel provider to Council.

***APOLOGIES, CONDOLENCES AND CONGRATULATIONS***

**Condolences:**

Council wishes to extend their condolences to the family of Helen Pezzotti, Bryan Carroll, and Phil Thompson.

**Congratulations:**

Council wishes to congratulate Hayden Pedracini and Alex Turley on the birth of their son, Charlie.

**Apologies:**

Nil

***CONSIDERATION OF MINUTES***

**General Meeting Minutes – Wednesday 16<sup>th</sup> October 2024**

**RESOLUTION**

That the Minutes of the General Council Meeting held at Georgetown on Wednesday 16<sup>th</sup> October be confirmed.

**MOVED:** Cr. Royes

**SECONDED:** Cr. Hughes

CARRIED  
RESOLUTION #24.11.01  
5/0

## ***BUSINESS ARISING FROM GENERAL MINUTES***

### **Cr Royes -**

#24.10.14 – Update/s to the road register to include the continuation of Eighth Street, Forsayth.

#24.02.16 – Georgetown Student Hostel.

#23.11.25 – Perimeter fence at the Lynd Medical Centre.

### **ADJOURNMENT**

Council adjourned for morning tea at 9:54am

### **RESUMPTION**

Council resumed the meeting at 10:23am

## ***CONSIDERATION OF OPEN SESSION REPORTS***

### ***Director of Corporate Services***

#### ***1. Director of Corporate Services Briefing Report***

##### RESOLUTION

That Council acknowledges and receives the Director of Corporate Services' Briefing Report.

**MOVED:** Cr. Carroll

**SECONDED:** Cr. Tincknell

CARRIED  
RESOLUTION #24.11.02  
5/0

#### ***2. Financial Performance as at 31<sup>st</sup> October 2024***

##### EXECUTIVE SUMMARY

In accordance with section 204 of the Local Government Regulation 2012, a monthly finance report is required to be presented to Council stating the progress made in relation to the budget for the period of the financial year as near as practicable to the end of the month before the meeting held.

##### RESOLUTION

That Council receives the financial statements for the period ended 31<sup>st</sup> October 2024 pursuant, and in accordance with, the Local Government Regulation 2012 (s204).

**MOVED:** Cr. Royes

**SECONDED:** Cr. Carroll

CARRIED  
RESOLUTION #24.11.03  
5/0

#### ***3. First Quarter 2024-2025 Budget Review***

##### EXECUTIVE SUMMARY

Under s104 of the *Local Government Act 2009*, Council must have an annual budget as part of its suite of financial planning documents. Council's budget was adopted on 28th July 2024 and compiled with the requirements of s169 of the *Local Government Regulation 2012*.

A review of Council's budget has been completed. It is proposed that Council amend its budget to address issues that have emerged since its adoption. Section 170(3) of the *Local Government Regulation 2012* allows Council to amend its budget any time before the end of the financial year.

RESOLUTION

That Council, in accordance with s170(3) of the *Local Government Regulation 2012*, amend its 2024/2025 budget as per the report presented.

**MOVED:** Cr. Royes

**SECONDED:** Cr. Tincknell

**CARRIED**  
**RESOLUTION #24.11.04**  
**5/0**

**4. 2023/2024 Annual Report**

EXECUTIVE SUMMARY

Etheridge Shire Council must, pursuant to s182 of the *Local Government Regulation 2012*, prepare and adopt an Annual Report for each financial year. The draft 2023/2024 Annual Report is presented for Council's adoption.

RESOLUTION

That Council, in accordance with s182 of the *Local Government Regulation 2012*, adopt the 2023/2024 Annual Report as amended.

**MOVED:** Cr. Royes

**SECONDED:** Cr. Ryan

**CARRIED**  
**RESOLUTION #24.11.05**  
**5/0**

ATTENDANCE

Gemma Bethel left the meeting at 11:32am and returned at 11:36am.

**5. Final 2023-2024 General Purpose Financial Statements**

EXECUTIVE SUMMARY

Etheridge Shire Council prepares Annual General Purpose Financial Statements in accordance with applicable legislation and Australian Accounting Standards. The financial statements have been finalised, adopted by Councils Audit Committee and certified by QAO on 29th October 2024.

Where a Council has an audit committee, the draft General Purpose Financial Statements must be reviewed by the Audit Committee prior to certification.

RESOLUTION

That Council

- receive the 2023/2024 Financial Statements as presented, and;
- make publicly available through inclusion within the 2023/2024 Annual Report.

**MOVED:** Cr. Hughes

**SECONDED:** Cr. Tincknell

**CARRIED**  
**RESOLUTION #24.11.06**  
**5/0**

**6. Audit Committee Meeting Minutes – 28<sup>th</sup> October 2024**

EXECUTIVE SUMMARY

In accordance with section 211, Council's Audit Committee met on 28th October 2024 to receive the final 2023/2024 Financial Statements. A copy of the meeting minutes are provided as a written report about the matters reviewed at the meeting.

RESOLUTION

That Council receive the unconfirmed minutes of the Audit Committee Meeting held 28th October 2024, and note the business resolved therein.

**MOVED:** Cr. Carroll

**SECONDED:** Cr. Royes

CARRIED  
RESOLUTION #24.11.07  
5/0

## **7. Request to Waive Interest Grant Discount on Overdue Rates**

### EXECUTIVE SUMMARY

Council has received a request to waive interest and grant discount on assessments 00496-00000-000 & 00498- 50000-000 due to IT issues experienced in receiving their rates notice.

### RESOLUTION

That Council resolve to write off accrued interest and grant discount on:

- Assessment 00496-00000-000 to the value of \$1,936.40
- Assessment 00498-50000-000 to the value of \$1,413.06

**MOVED:** Cr. Hughes

**SECONDED:** Cr. Ryan

**LOST**  
1/4

### RESOLUTION

That Council resolve to:

1. Not grant discount on the below assessments
  - Assessment 00496-00000-000 to the value of \$1,936.40
  - Assessment 00498-50000-000 to the value of \$1,413.06
2. Write off accrued interest and furthermore, allow 30 days payment of outstanding amounts interest free.

**MOVED:** Cr. Ryan

**SECONDED:** Cr. Royes

**CARRIED**  
**RESOLUTION #24.11.08**  
5/0

### ATTENDANCE

Raju Ranjit entered the meeting at 12:17pm

### ADJOURNMENT

Council adjourned for lunch at 12:18pm

### RESUMPTION

Council resumed the meeting at 1:03pm

## **CONSIDERATION OF OPEN SESSION REPORTS**

### **Director of Engineering Services**

## **8. Director of Engineering Services Briefing Report**

### RESOLUTION

That Council acknowledges and receives the Director of Engineering Services' Briefing Report.

**MOVED:** Cr. Carroll

**SECONDED:** Cr. Hughes

**CARRIED**  
**RESOLUTION #24.11.09**  
5/0

## **9. Einasleigh and Mt Surprise Town Maintenance – Tender Document and Scope of Works**

### EXECUTIVE SUMMARY

This report relates to the tender documents and scope of works required to maintain the Einasleigh and Mount Surprise towns.

### RESOLUTION

That Council receives reports and accepts the tender documents and scope of works, as amended.

**MOVED:** Cr. Carroll

**SECONDED:** Cr. Royes

**CARRIED**  
**RESOLUTION #24.11.10**  
**5/0**

## **10. Project for TIDS Funding**

### EXECUTIVE SUMMARY

This report relates to the TIDS funding 2025/2026 Project.

### RESOLUTION

That Council receive and agree to apply for TIDS funding for Forsayth Road (state-controlled road) for \$1.5 million to reconstruct and seal the 1.84 km from Chainage 23.43 km to Chainage 25.27 km

**MOVED:** Cr. Hughes

**SECONDED:** Cr. Carroll

**CARRIED**  
**RESOLUTION #24.11.11**  
**5/0**

### ATTENDANCE

Renee Bester left the meeting at 2:07pm and returned at 2:09pm.

## **11. Budget for New Projects**

### EXECUTIVE SUMMARY

This report relates to the budget review for the two projects.

### RESOLUTION

That Council review and allocate of \$76,302.00 to construct a section of the Oak Park Road at Bagstowe and \$101,444.00 for Patricia Road reconstruction & sealing project in Georgetown.

**MOVED:** Cr. Ryan

**SECONDED:** Cr. Royes

**LOST**  
**0/5**

### RESOLUTION

That Council:

1. Receive the report presented to Council
2. Remove the listed projects from the LRC14 application and reallocate the funding to another project.

**MOVED:** Cr. Carroll

**SECONDED:** Cr. Ryan

**CARRIED**  
**RESOLUTION #24.11.12**  
**5/0**

### ATTENDANCE

Gemma Bethel left the meeting at 2:22pm and returned at 2:24pm.

**CONSIDERATION OF OPEN SESSION REPORTS**

**Chief Executive Officer**

**12. Chief Executive Officer Briefing Report**

RESOLUTION

That Council acknowledges and receives the Chief Executive Officer's Briefing Report.

**MOVED:** Cr. Hughes

**SECONDED:** Cr. Tincknell

**CARRIED**  
**RESOLUTION #24.11.13**  
**5/0**

**13. Policy Adoption & Fee Implementation – Commercial Use of Council Controlled Areas**

EXECUTIVE SUMMARY

The purpose of this report is for council to consider adopting a Commercial Use of Council Controlled Areas Policy to further inform decisions when applications are received.

Additionally, annual and renewal fees are required to be introduced in relation to applications that may be approved in alignment with the abovementioned policy.

The policy and associated fees have been drafted after consultation with all stakeholders to ensure that it meets Council's intent and strategic direction. The policy remains equitable for all businesses within the region and to control impacts on public spaces.

RESOLUTION

That Council:

1. Adopt the Commercial Use of Council Controlled Areas Policy
2. Amend the 2024-2025 Fees & Charges to include:
  - a. Include an annual fee and subsequent renewal fee of \$300 (Ex-Gst) for granted applications for Commercial Use of Council Controlled Areas - Low Impact and Activity. For consideration by Council.
  - b. Include an annual fee and subsequent renewal fee of \$600 (Ex-Gst) for granted applications for Commercial Use of Council Controlled Areas – High Impact and Activity. For consideration by Council.
  - c. Include an annual fee and subsequent renewal fee of \$150 (Ex-Gst) for granted applications for Commercial Use – Outdoor Dining
  - d. Include an annual fee and subsequent renewal fee of \$147 (Ex-Gst) for granted applications for Commercial Use – Mobile Vending

**MOVED:** Cr. Royes

**SECONDED:** Cr. Hughes

**CARRIED**  
**RESOLUTION #24.11.14**  
**4/1**

**ATTENDANCE**

Gemma Bethel left the meeting at 4:06pm and returned at 4:08pm.

## **CONSIDERATION OF CLOSED SESSION REPORTS**

### RESOLUTION

That Council go into closed session at 4:10pm, pursuant to section 254J (g), to discuss the following items:

1. 2024 External Audit Final Closing Report
2. Hostel Management Contract Renewal
3. Application for Commercial Use of Council Controlled Areas
4. Forsyth – Einasleigh Road Construction
5. Variation for ESC2024-017 Box Culvert Constructions Project, Queenslander Creek
6. Gravel Crushing and Screening

**MOVED:** Cr. Ryan

**SECONDED:** Cr. Carroll

**CARRIED**  
**RESOLUTION #24.11.15**  
**5/0**

### ATTENDANCE

Cr Royes left the meeting at 4:18pm and returned at 4:20pm  
Mark Watt left the meeting at 4:29pm and returned at 4:31pm  
Renee Bester left the meeting at 4:32pm and returned at 4:33pm

### CONFLICT OF INTEREST

Cr Royes has a declared conflict of interest in agenda item #14 and left the meeting at 5:01pm.

### RESOLUTION

Council resolves to come out of closed session at 5:25pm.

**MOVED:** Cr. Ryan

**SECONDED:** Cr. Tincknell

**CARRIED**  
**RESOLUTION #24.11.16**  
**4/0**

## **14. Gravel Crushing and Screening Options**

### EXECUTIVE SUMMARY

This report relates to the gravel crushing and screening options.

### RESOLUTION

That Council receives reports and resolves to establish Council's own crushing and screening plant system subject to an external business review and further budget consideration for the plant replacement fund.

**MOVED:** Cr. Ryan

**SECONDED:** Cr. Carroll

**CARRIED**  
**RESOLUTION #24.11.17**  
**3/1**

Cr Ryan requested that her vote be recorded against the above motion.

### ATTENDANCE

Cr Royes returned to the meeting at 5:29pm.

## **15. 2024 External Audit Final Closing Report**

### EXECUTIVE SUMMARY

Etheridge Shire Council's final closing report was prepared by BDO Partner, James Gaustad for work performed to 23rd October 2024. This included a site visit from 30th September to 4th October 2024. The final closing report includes the results of the 2023/2024 audit, the status of audit issues, identified audit misstatements, and other matters in accordance with the audit plan.



The presented 2024 Closing Report was received by the Audit Committee at its most recent meeting held 28<sup>th</sup> October 2024.

RESOLUTION

That Council resolve to receive the 2024 External Audit Final Closing Report and note the contents therein.

**MOVED:** Cr. Tincknell

**SECONDED:** Cr. Hughes

**CARRIED**  
**RESOLUTION #24.11.18**  
**5/0**

**16. *Hostel Management Contract Renewal***

EXECUTIVE SUMMARY

Council retained the current Hostel managers for the initial 9 months beginning in April 2023 and further renewed the 12-month contract through to December 2024. At the time of negotiating the original contract, it was intended that the contract would be renegotiated for a longer term, to allow stability for Council and the contractors.

The current Contractors have submitted their fee and term proposal during the negotiation phase which include a CPI increase and extended contract term.

RESOLUTION

That Council accept the contract proposal for the Contract Management of the Georgetown Student Hostel to include:

1. A CPI increase annually during the contract term
2. A 36-month term, with the option to extend for an additional 12 months upon the completion of the term.

**MOVED:** Cr. Carroll

**SECONDED:** Cr. Royes

**CARRIED**  
**RESOLUTION #24.11.19**  
**5/0**

**17. *Application for Commercial Use of Council Controlled Areas***

EXECUTIVE SUMMARY

Council has received an application for Commercial Use of Council Controlled Areas for a proposal of cruises on Charleston Dam. Council has investigated this option and implemented appropriate measures (policy, licences, applications and fees) to accommodate such a proposal.

RESOLUTION

That Council resolve to:

1. Consider the application for “Charleston Cruises” against Council’s Commercial Use of Council Controlled Policy as “High Use / High Impact’ activity based on the guiding principle.
2. Approve the application for Commercial Use of Council Controlled Areas submitted for the proposal of “Charleston Cruises” subject to:
  - a. The execution of a licence agreement.
  - b. The payment of the applicable Licence Fees.

**MOVED:** Cr. Royes

**SECONDED:** Cr. Hughes

**LOST**  
**2/3**

Cr Ryan requested that her vote be recorded against the above motion.

**18. *Forsyth – Einasleigh Road Construction***

EXECUTIVE SUMMARY

This report relates to the Forsyth Einasleigh Road Project status report and its associated construction cost.

**RESOLUTION**

That Council receive and note the project status report as presented and refer the shortfall amount of \$1,461,268 to the half yearly budget review for the period ending 31 December 2024.

**MOVED:** Cr. Tincknell

**SECONDED:** Cr. Carroll

**CARRIED**  
**RESOLUTION #24.11.20**  
**5/0**

**19. Variation for ESC2024-017 – Box Culvert Construction Project in Queenslander Creek**

**EXECUTIVE SUMMARY**

This report relates to the variation required to complete the construction of box culvert project in Cobbold Gorge Road across the Queenslander Creek, Forsayth.

**RESOLUTION**

That Council

1. Receives reports and accept the variation of \$237,369.00 (Ex-Gst)
2. Approves the surplus funds arising from completed LRCIP4 projects and reallocating the \$237,369.00 to complete the construction of the Box culvert in Cobbold Gorge Road – Queenslander Creek.

**MOVED:** Cr. Hughes

**SECONDED:** Cr. Royes

**CARRIED**  
**RESOLUTION #24.11.21**  
**5/0**

**GENERAL BUSINESS**

Cr Tincknell	Lease of old Mt Surprise Dump
Cr Ryan	Butcher Paddock Lease – to be followed up
Cr Ryan	After School Care Services – Georgetown
Cr Ryan	Water Allocation for Einasleigh
Cr Ryan	Einasleigh Community Telstra service tower and apparent removal
Cr Ryan	Gilbert River - Telstra tower and lack of reasonable communications access - request for increased service access
Cr Royes	Agate Creek Road Issue
Cr Royes	Councils' Road Closure Policy
Cr Royes	Potential QRA Pickup 2025 -seek alternative tenders for the pickup/management of future claims. (Increased Council Control of Flood Damage Projects)

**CONCLUSION**

There being no further business the Mayor declared the meeting closed at 7:10pm. These minutes will be confirmed by Council at the General Meeting held on Wednesday 18<sup>th</sup> December 2024.

Cr. Barry Hughes  
 MAYOR

**UNCONFIRMED MINUTES – GENERAL MEETING 20<sup>TH</sup> NOVEMBER 2024**