



UNCONFIRMED MINUTES

GENERAL MEETING OF
ETHERIDGE SHIRE COUNCIL
HELD
ST GEORGE STREET, GEORGETOWN
ON WEDNESDAY 18 OCTOBER 2017,
COMMENCING AT 8.00AM

ETHERIDGE SHIRE COUNCIL

MINUTES OF THE GENERAL MEETING

HELD AT GEORGETOWN

ON WEDNESDAY 18 OCTOBER 2017

COMMENCING AT 8.00AM

ATTENDANCE

Crs W Devlin, W Attwood, T Barnes, W Bethel & T Gallagher

OFFICERS PRESENT

Mr Norm Garsden, Chief Executive Officer
Mr David Munro, Director of Corporate and Community Services
Mr Jeff Bunt, Director of Engineering Services
Ms Anna Christensen, Executive Assistant to the Chief Executive Officer
Mr Glen Hudson, Finance Administration Officer

GALLERY

Mr Ian Carroll

The Mayor declared the meeting open at 8.00am and welcomed all in attendance.

WELCOME TO COUNTRY

We respectfully acknowledge the Ewamian People - the traditional custodians of this land where we meet for the General Meeting. We pay our respects to the Ewamian People, especially the Elders, past and present and acknowledge their traditional customs and lores and recognise their continuing connection to this Country.

We look forward to a long and continuing relationship with the Ewamian People and value any opportunities in strengthening relationships and partnerships through collaboration by respecting their Country.

DECLARATIONS

There were no declarations made by Councillors.

APOLOGIES AND CONDOLENCES

That Council pass on their sincere condolences to the Gaynor family on the passing of Mr. Allan Gaynor.

That Council pass on their sincere condolences to David Munro on the passing of his father, Mr Peter Munro.

CONSIDERATION OF MINUTES

General Meeting – Wednesday 20 September 2017

RESOLUTION:

That the Minutes of the General Council Meeting held at Georgetown on Wednesday 20 September 2017 be confirmed.

MOVED: Cr Attwood

SECONDED: Cr Gallagher

CARRIED
RESOLUTION NO.2017/GM2154
5/0

Business arising from Minutes – Wednesday 20 September 2017

Mayor

- Landfill in Georgetown
- Discussed road funding including TIDS, flood damage and the Western road upgrade

Norm Garsden

- TIDS Funding – communications with TMR regarding the Gregory Development Road and alternative funding sources
- Gorge Creek crossing – access solutions and permissions, legal situation and cost recovery
- Discussed the local supplier situation

INFORMATION BULLETIN

Discussions regarding reports from Engineering Services, Childcare Centre and Terrestrial Centre.
Action Taken List from previous meetings.

Business arising from Information Bulletin

Mayor

- Request for further updates on flood damage and associated cash flow situation
- Forsyth Road – progress and budget
- Charleston Dam – progress and budget
- Work For Queensland progress
- New requirements for plastic container refunds and plastic bags

SUSPENSION OF STANDING ORDERS

MOTION:

That Council suspends standing orders at 8.50 am.

MOVED: Cr Attwood

SECONDED: Cr Barnes

CARRIED
RESOLUTION NO.2017/GM2155
5/0

ATTENDANCE

Anna Christensen left the Chambers at 8.52am and returned at 9.14am.

CLOSURE OF MEETING

MOTION:

That in accordance with Section 275(1) (e) and (h) of the Local Government Regulation 2012, the meeting be closed to the public to discuss the following matters;

- *Georgetown Landfill*
- *Supply and Delivery of Trucks.*
- *Charleston Dam – Project Development & Delivery*

MOVED: Cr Barnes

SECONDED: Cr Gallagher

CARRIED
RESOLUTION NO.2017GM2156
5/0

RESUMPTION OF STANDING ORDERS

MOTION:

That Council resumes standing orders at 9.22am.

MOVED: Cr Barnes

SECONDED: Cr Attwood

CARRIED
RESOLUTION NO.2017/GM2157
5/0

ATTENDANCE

Ian Carroll attended the Gallery 9.24am.

9. CONSIDERATION OF ENGINEERING SERVICES CLOSED REPORTS

GMES1

Georgetown Landfill

EXECUTIVE SUMMARY

Council at its September 2017 meeting requested a review of current practices at the Georgetown landfill, in particular the degree and regularity of cover material being applied to the refuse.

A review was undertaken of the applicable guidelines, licences and managements plans for operation of the refuse tip.

RESOLUTION

That Council:

- *Receive this report outlining the operational requirements of applicable license conditions and*
- *An amended management plan for the Georgetown refuse tip be prepared and submitted to the Department of Environment and Heritage.*

MOVED: Cr Bethel

SECONDED: Cr Gallagher

CARRIED
RESOLUTION NO.2017/GM2158
5/0

GMES2

Supply And Delivery Of Trucks

EXECUTIVE SUMMARY

The 2017/18 budget provides for the procurement of two job trucks. In accordance with relevant legislation and the Etheridge Shire Council Procurement Policy, Tenders for these items were invited in September and closed at 3pm on 9 October 2017.

The tender evaluation process has been completed and the details of each tender are provided in this report.

RESOLUTION

That Council resolves to accept the following Tenders, with the new trucks to include all added extras as requested in the Tender documentation.

Plant #	Item for Trade	Recommended Tender	Purchase Price	Trade Price	Net Changeover Price
2209	Mitsubishi Fuso Fighter FK600	RGM Maintenance – Mitsubishi Fuso Fighter 1024 Crew Cab	\$131,916.47		\$131,916.47
2209		Bastian Sales P/L		\$27,995.45	-\$27,995.45
2179	Mitsubishi Fuso Fighter FK600	RGM Maintenance – Mitsubishi Fuso Fighter 1024 Crew Cab	\$131,916.47		\$131,916.47
2179		Bastian Sales P/L		\$28,904.55	-\$28,904.55
Total Plant Replacement Cost					\$206,932.94

- Prices are GST exclusive.

MOVED: Cr Barnes

SECONDED: Cr Attwood

CARRIED
RESOLUTION NO.2017/GM2159
5/0

GMES3.

Charleston Dam – Project Development & Delivery

EXECUTIVE SUMMARY

Council is in the process of recruiting a Project Manager to oversee the construction of the Charleston Dam project. Once appointed, the Project Manager can assess / recommend other Project Team staff and resources required for delivery of the project.

The project has received DA approval so it is an opportune time to review the proposed development and delivery plan for the project.

This report provides a description of the major components of the project, the current status of these elements and potential construction strategies. This information, together with the potential delivery timelines and costs, is presented to the Council for its information, review and comment.

RESOLUTION

That Council:

Having considered the applications from a number of Project Managers and prior quotations for the design of Charleston Dam, engage Gary Fletcher as the Charleston Dam Project Officer under the terms of his offer.

MOVED: Cr Attwood

SECONDED: Cr Bethel

CARRIED
RESOLUTION NO.2017/GM2160
5/0

ADJOURNMENT

Council adjourn for morning tea at 9.31am.

RESUMPTION

Council resumed the meeting at 9.45am.

ATTENDANCE

Anna Christensen left the Chambers at 9.45am and returned at 9.56am.

10. CONSIDERATION OF CORPORATE & COMMUNITY SERVICES OPEN REPORTS

GMCCS1.

Financial Performance (Actual v Budget) for the period 1 July 2017 to 30 June 2018

EXECUTIVE SUMMARY

It is a statutory requirement under Section 204 of the Local Government Regulation 2012 that the Chief Executive Officer must present a Financial Report of its accounts to the Local Government at least monthly.

RESOLUTION

That Council:

Resolve to adopt the monthly Financial Report which incorporates the monthly statutory financial statements (Statement of Comprehensive Income, Statement of Financial Position & Statement of Cashflows) pursuant to and in accordance with Section 204 of the Local Government Regulation 2012 for the period ending 30 September 2017.

MOVED: Cr Attwood

SECONDED: Cr Gallagher

CARRIED
RESOLUTION NO.2017/GM2161
5/0

GMCCS2.

Adoption of Etheridge Shire Council's Annual Report for the year ending 30th June 2017 and the adoption of Etheridge Shire Council's Audited Financial Statements for the year ending 30th June 2017

EXECUTIVE SUMMARY

Each year, Etheridge Shire Council produces an annual report. This is a legal requirement, but we also appreciate the opportunity to provide a report to our community on our performance against our corporate and operational plans. It also gives us a chance to highlight our achievements and outline how we are addressing challenges in the Etheridge Shire.

The Annual Report is the major accountability tool in Council's corporate governance framework providing non-financial and financial information to assess the efficiency, effectiveness and economy of our operations

The information in this report demonstrates accountability to stakeholders, who include residents and ratepayers, staff, councillors, investors, community groups, government departments and other interested parties

This report incorporates audited financial statements for the period 1 July 2016, to 30 June 2017.

RESOLUTION

That Council:

Adopt the Annual Report for Etheridge Shire Council for the financial year ending 30 June 2017, pursuant to Section 182(2) of the Local Government Regulation 2012.

MOVED: Cr Barnes

SECONDED: Cr Bethel

CARRIED
RESOLUTION NO.2017/GM2162
5/0

GMCCS3.

2016/17 Audit of Council – Final Report

EXECUTIVE SUMMARY

The 2016/17 audit for Etheridge Shire Council has been completed for the financial year ending 30th June 2017.

The Audit involves a detailed assessment of the controls that are currently being utilised within the operation of Council not just the financial side of Council, the auditors look at Governance, IT, Stores, Policies, Minutes, Payroll, Rates, Human Resources, Procurement, Revenue & Expenditure, Grants & Subsidies, Internal Controls and Risk and identify any weaknesses which may pose a risk to Council or which may affect the financial statements.

Council's auditors have indicated that they are satisfied with Council's operations based on the sample audit conducted plus Council has received an "Unqualified Audit Opinion" for the 2016/17 financial year.

RESOLUTION

That Council:

Notes and receives the Officer's report and furthermore endorse the actions taken by Management to rectify the issues raised by the Auditor in their final audit report for the 2016/17 financial year and furthermore that Council express their sincere appreciation of the work of all staff involved in the 2016/17 audit.

MOVED: Cr Gallagher

SECONDED: Cr Barnes

CARRIED
RESOLUTION NO.2017/GM2163
5/0

GMCCS4.

Get Ready Queensland Grant

EXECUTIVE SUMMARY

Council has been successful in obtaining funding from the Department of Infrastructure, Local Government and Planning under the Get Ready Queensland grants program. This funding has to be expended before the end of the 2018 financial year. Direction is sought for use of the funds.

RESOLUTION

That Council propose an amendment to the Get Ready Grant application to include the development of a free App. that includes disaster information regarding access to medical services, food, fuel, radio coverage, bushfire, flooding, storms and road closures.

MOVED: Cr Barnes

SECONDED: Cr Gallagher

CARRIED
RESOLUTION NO.2017/GM2164
5/0

ATTENDANCE

Rebekah Haase entered the Chambers at 10.34am.

GMCCS5.

Television Tourism Campaign

EXECUTIVE SUMMARY

Five of the six 30 second advertisements promoting the Etheridge Region have been adapted as per Council feedback, and are ready to air on television. Revision of the advertisements, feedback and approval from Council are required prior to the project moving to the next milestone.

RESOLUTION

That Council:

Notes and receives the officer's report and furthermore approves the draft television commercials:

- TVC 1 – Approve draft clip for television advertising.*
- TVC 2 – Approve draft clip for television advertising.*
- TVC 3 – Approve draft clip for television advertising.*
- TVC 4 – Awaiting replacement clip with script.*
- TVC 5 – Approve draft clip for television advertising.*
- TVC 6 – Approve draft clip for television advertising.*

MOVED: Cr Barnes

SECONDED: Cr Attwood

CARRIED
RESOLUTION NO.2017/GM2165
5/0

ATTENDANCE

Rebekah Haase left the Chambers at 10.51am.

ATTENDANCE

Anna Christensen left the Chambers at 10.52am and returned at 10.56am.

11. CONSIDERATION OF CHIEF EXECUTIVE OFFICER OPEN REPORTS

GMCCS6.

Fodder Initiatives – Upper Gilbert River Catchment

EXECUTIVE SUMMARY

Fodder King develop and apply new technologies to growing, harvesting and processing lucerne, clover, cereal and other fodder crops, to produce consistently quality fodder under a wider range of weather conditions. Fodder King is based in NSW and has requested Council to support their application to the CRC to use the water impounded in the Copperfield Dam on the Einasleigh Town Common for crop development.

Whilst this represents a different approach to assisting the grazing industry and broadening the Shire's economy and doesn't appear to compete with the Gilbert River Irrigation Scheme, it will mean that a portion of the value created by the proposal will be captured by Fodder King.

RESOLUTION

That Council:

Notes and receives the officer's report and furthermore requests the Chief Executive Officer to write to Fodder King for further information.

MOVED: Cr Bethel

SECONDED: Cr Gallagher

CARRIED
RESOLUTION NO.2017/GM2166
5/0

ATTENDANCE

Anna Christensen left the Chambers at 11.03am and returned at 11.04am.

ATTENDANCE

Ian Carroll left the Gallery at 11.32am and returned at 11.33am.

GMCCS7.

Proposed Corporate Plan Discussions

EXECUTIVE SUMMARY

Council's Meeting of 19 July endorsed the development of a Corporate Planning option to form the basis of consultation in the development of an updated Plan. Further discussion on the key 'high elements' of the plan are proposed.

RESOLUTION

That Council:

- *identify its 'Vision' as: Unearthing Etheridge's future, creating a future beyond Rates, Roads and Rubbish;*
- *identify its 'Mission' as: Developing the Shire to create a better lifestyle, economy and employment opportunities;*
- *identify its 'values or guiding principles' as:*
 - **Safe** - We have a safety focused workplace culture to ensure the wellbeing of our staff and the community –
 - **Teamwork** - We work together as one council towards shared goals and for the greater good of the community
 - **Respect** - We are inclusive, treat people with courtesy and fairness, and ensure each individual is valued and heard
 - **Integrity**- We will behave in a way that is honest, open, and transparent. We will take responsibility for our actions and strive for excellence
 - **Value** - We will deliver services efficiently, effectively and in an environmentally and financially sustainable manner.
 - **Engagement** - We engage with our staff and community to inform our decision making, and create awareness of our activities

MOVED: Cr Gallagher

SECONDED: Cr Bethel

CARRIED
RESOLUTION NO.2017/GM2167
5/0

GMCCS8.

Charleston Dam Project Officer

EXECUTIVE SUMMARY

Council recently advertised for a Project Manager to oversee the construction of the Charleston Dam (applications closed 22 September 2017). Two applications were received, but neither applicant had any experience in Dam construction and were considered unsuitable for appointment.

Council also approached the following candidates in relation to the Project Manager's role:

- *Gary Fletcher, who advised that he could not undertake the role as he had existing commitments,*
- *Jeff Benjamin, who advised that he did not have the level of experience for the Project Manager's role however he could fulfil the site supervisor's role during construction and also provide technical advice.*

Council has 3 viable options for appointment of a Project Manager, to re-advertise; approach an employment agency; or call tenders for a consultancy to undertake the tasks.

Recruitment of qualified and experienced staff (especially for temporary positions) continues to pose challenges to achieving Council's Goals.

Meanwhile, Council's staff continue to accept the added workload to ensure that the project does not stall.

RESOLUTION

That Council:

Note that this matter was discussed in conjunction with GMES3.

MOVED: Cr Bethel

SECONDED: Cr Barnes

CARRIED
RESOLUTION NO.2017/GM2168
5/0

ATTENDANCE

Anna Christensen left the Chambers at 11.56am and returned at 11.59am.

Rebekah Haase entered the Chambers at 11.59am.

12. CONSIDERATION OF CORPORATE & COMMUNITY SERVICES OPEN ADDENDUM REPORTS

GMCCS9.

Operational Plan Review for the Quarter ending September 2017

EXECUTIVE SUMMARY

In accordance with the Local Government Regulation 2012, the Chief Executive Officer is required to present a report on Council's progress towards implementing the annual "Operational Plan".

RESOLUTION

That Council:

Adopt the Operational Plan review for the September 2017/18 quarter in accordance with Section 174 (3) of the Local Government Regulation 2012.

MOVED: Cr Attwood

SECONDED: Cr Bethel

CARRIED
RESOLUTION NO.2017/GM2169
5/0

ADJOURNMENT

Council adjourned for lunch at 12.15pm.

RESUMPTION

Council resumed the meeting at 12.45pm.

GMCCS10.

Application to upgrade tenure of Occupational License to Term Lease – Lot 196 on OL149, OL 18/196

EXECUTIVE SUMMARY

The Department of Natural Resources & Mines has received an application to upgrade tenure of Occupational License to Term Lease described as Lot 196 on OL149, (OL 18/196). The proposed use of the land is for grazing.

Council has been requested to provide its views and requirements, including any local non-indigenous cultural heritage values that the Department should consider when assessing this application in terms of Section 159 (1) of the Land Act 1994. Particular attention in Council's reply should be given to the following:-

- Whether the public interest could be adversely affected by the issue of a lease.*
- The condition of the land*
- The extent to which the land suffers from, or is at risk of, land degradation*
- Whether part of the land has a more appropriate use from a land planning perspective*
- Whether part of the lease is needed for a public purpose.*

Objections to the application, and any views or requirements that may affect the future use of the land should be received by close of business on 20 November 2017.

RESOLUTION

That Council:

- Offer no objection to the conversion of the Occupational Lease to a Grazing Lease;*
- Object to the conversion of the Town Reserve to a Grazing Lease as it would create a precedent and constrain Council's future use of the land; and*
- Enter into negotiations regarding the leasing options.*

MOVED: Cr Attwood

SECONDED: Cr Barnes

CARRIED
RESOLUTION NO.2017/GM2170
4/1

GMCCS11.

Etheridge Shire Council – Audit & Risk Management Committee

EXECUTIVE SUMMARY

UNCONFIRMED MINUTES – GENERAL MEETING, 18 OCTOBER 2017

Section 211(C) of the Local Government Regulation 2012, requires that as soon as practicable after a meeting of the Audit Committee, the Chief Executive Officer give the local government a written report about the matters reviewed at the meeting and the committee's recommendations about the matters.

Etheridge Shire Council's Audit & Risk Management Committee conducted a meeting at the Council Chambers on Monday 16th October 2017.

RESOLUTION

That Council:

Resolve to note and receive the officer's report and furthermore that Council resolve to accept the recommendations made by the Audit and Risk Management Committee:

- 1. Endorses the Annual Report for Etheridge Shire Council for the financial year ending 30 June 2017, (incorporating the audited financial statements) pursuant to Section 182(2) of the Local Government Regulation 2012.*
- 2. Notes and receives the Officer's report and furthermore endorse the actions taken by Management to rectify the issues raised by the Auditor in their final audit report for the 2016/17 financial year and furthermore that the Audit & Risk Management Committee express their sincere appreciation of the work of all staff involved in the 2016/17 audit.*
- 3. Endorse the calling for the tender / quotes for the Provision of an Internal Audit Service under a Schedule of Rates Contract for a period of three (3) years.*

MOVED: Cr Barnes

SECONDED: Cr Attwood

CARRIED
RESOLUTION NO.2017/GM2171
5/0

ATTENDANCE

Ian Carroll left the Gallery at 12.54pm.

GMCCS12.

ETAG Regional Advertising Funding Request

EXECUTIVE SUMMARY

The Etheridge Tourism Action Group (ETAG) has requested funding for the continuation of current regional marketing campaigns into 2018, these being the "Unearth Etheridge" campaign and a reprint of the "Lava Tubes, Gems and Gorges Trail" tear off maps.

RESOLUTION

That Council resolves to:

Note and receive the officer's report and furthermore approve the funding request to the amount of \$10,000.00 to be allocated to the 2018 Unearth Etheridge Regional Advertising Campaign and for the Lava Tubes, Gems and Gorges Trail tear off maps currently stored at the TerrEstrial Visitor Information Centre to be distributed to Tourism Operators within Etheridge Shire.

MOVED: Cr Barnes

SECONDED: Cr Bethel

CARRIED
RESOLUTION NO.2017/GM2172
5/0

ATTENDANCE

Rebekah Haase left the Chambers at 1.58pm.

GENERAL BUSINESS

Cr Barnes

- Request for Council to approach the Georgetown Turf Club Committee to assist with improvements at the Georgetown Racecourse

RESOLUTION:

That Council investigate the development of a tourism App. in conjunction with the Get Ready Queensland Disaster Management App., to support and encourage tourism within the Shire.

MOVED: Cr Barnes

SECONDED: Cr Attwood

CARRIED
RESOLUTION NO.2017/GM2173
5/0

Cr Attwood

- Provision of Aged Care in Etheridge Shire

Cr Devlin

- Request the CEO to write to Bolwarra regarding accessing sand
- Expression of interest - group doing trials with algae on the Gilbert River
- Invitation for Council to attend Agricultural Expo with a booth in China 24th to 27th.
- Invitation to attend meeting with Minister in Brisbane on 10th Nov
- Submission for funding by DAF – research station on the Gilbert River
- Northern Australian Investment Forum in Cairns to showcase investment opportunities

RESOLUTION:

Request the Chief Executive Officer to investigate land reserves in the Gilbert River Irrigation Area to support the development of a Research Station and crop trialing, and furthermore support DAF in an application to CRC for funding.

MOVED: Cr Devlin

SECONDED: Cr Gallagher

CARRIED
RESOLUTION NO.2017/GM2174
5/0

CONCLUSION

There being no further business the Mayor declared the Meeting closed at 2.00pm.

These minutes will be confirmed by Council at the General Meeting held on the Wednesday 15th November 2017.

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MAYOR

...../...../.....
DATE