



# UNCONFIRMED MINUTES

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GENERAL MEETING OF  
ETHERIDGE SHIRE COUNCIL  
HELD  
ST GEORGE STREET, GEORGETOWN  
ON FRIDAY 18 OCTOBER 2019,  
COMMENCING AT 8.00AM

**ETHERIDGE SHIRE COUNCIL**

**MINUTES OF THE GENERAL MEETING**

**HELD AT GEORGETOWN**

**ON FRIDAY 18 OCTOBER 2019**

**COMMENCING AT 8.00AM**

**ATTENDANCE**

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

**OFFICERS PRESENT**

Mr David Munro, Chief Executive Officer  
Mr. Ian Kuhn, Director Corporate and Community Services

**GALLERY**

Mr Graham Steele

The Mayor declared the meeting open at 8:05 am and welcomed all in attendance.

**ACKNOWLEDGEMENT 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 recognize 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**

Councillors discussed making declarations prior to each agenda item and agreed that this will be the best way forward.

**CONDOLENCES**

That Council passes on its deepest sympathy and condolences to the family and friends of the late Mr. Dudley Fitzsimmons.

That Council passes on its deepest sympathy and condolences to the family and friends of the late Mr. Bill McFarlane.

That Council passes on its deepest sympathy and condolences to the family and friends of the late Mr. William Harris.

**APOLOGIES**

**RESOLUTION:**

That Council:

*Resolve to grant and approve a leave of absence from the October 2019 Ordinary General Meeting for Cr Loudon.*

MOVED: Cr Gallagher

SECONDED: Cr Attwood

**CARRIED**  
**RESOLUTION NO.2019/GM2746**  
**4/0**

**CONSIDERATION OF MINUTES**

**General Meeting Minutes – Wednesday 19 June 2019**

**RESOLUTION:**

*That the Minutes of the General Council Meeting held at Georgetown on Wednesday 18 September, 2019 be confirmed.*

MOVED: Cr Attwood

SECONDED: Cr Bethel

**CARRIED**  
**RESOLUTION NO.2019/GM2747**  
**4/0**

**BUSINESS ARISING FROM GENERAL MEETING MINUTES**

Nil

**INFORMATION BULLETIN**

Discussions regarding reports from the Chief Executive Officer, Engineering Services, Childcare Centre, Gilbert River Project Officer and the Terrestrial Centre and the Action Taken List from previous General Meetings.

**Business arising from the Information Bulletin**

Nil

**CONSIDERATION OF OPEN REPORTS**

**GMCCS1.**

**Access Non Potable Water – Pipeline (Georgetown & Forsayth)**

**IDENTIFICATION OF POSSIBLE CONFLICTS OF INTEREST OR MATERIAL PERSONAL INTERESTS RELATED TO THIS ITEM:**

**Declarations:**

**CONFLICTS OF INTEREST**

Cr Bethel declared that he may have a conflict of interest (as defined the Local Government Act 2009, section 175D) in Item GMCC1 as he is related to the owner of the property and furthermore that the property described as Lot 53 on SP242966 adjoins with an additional family member. Cr Bethel determined that this personal interest is not of sufficient significance that it will lead him to making a decision on the matter that is contrary to the public interest and advised that he will best perform his responsibility of serving the overall public interest of the whole of the Council's area by participating in the discussion and voting on this matter. However, he acknowledged that the remaining councillors must now determine, pursuant to section 175E(4) of the Local Government Act 2009: -

- (a) Whether he has a real conflict of interest in this matter or a perceived conflict of interest in this matter; and
- (b) If so, whether: -
  - i. he must leave the meeting while this matter is discussed or voted on; or
  - ii. he may participate in the meeting in relation to the matter, including by voting on the matter:

**RESOLUTION**

**That Council:**

***Resolve pursuant to section 175E(4) of the Local Government Act 2009, that Cr Bethel has a perceived conflict of interest in Item GMCCS1 and furthermore that Cr Bethel may participate in the meeting in relation to the matter, including voting on the matter***

**MOVED: Cr Attwood**

**SECONDED: Cr Gallagher**

**CARRIED**  
**RESOLUTION NO.2019/GM2748**  
**3/0**

**EXECUTIVE SUMMARY**

***Council has received a request from two property owners seeking permission from Council to access water from the new pipeline that traverses from the Charleston Dam to Georgetown & Forsayth.***

**RESOLUTION**

**That Council:**

***Resolve to approve two standard water connections for property described as Lot 53 on SP242966 and furthermore that Council resolve to approve one standard water connection for property described as Lot 6 on GB5 subject to both property owners entering into a Deed of Agreement which will outline the terms and conditions of supplying non-potable water and the associated consumption charges and furthermore as part of the conditions of the agreement that Council has a right to disconnect the water to deal with any emergent situation.***

**MOVED: Cr Attwood**

**SECONDED: Cr Gallagher**

**CARRIED**  
**RESOLUTION NO.2019/GM2749**  
**4/0**

**GMCCS2.**

**Savannah House Fencing**

**EXECUTIVE SUMMARY**

*Council has received correspondence from the current tenants of Savannah House (Northern Gulf Resource Management Group) seeking Councils assistance in installing a fence on the southern & western sides of the said property.*

*Northern Gulf are delivering a community gardens program in the grounds of Savannah House and require the property to be adequately fenced to keep out certain wildlife.*

**RESOLUTION**

**That Council:**

*Request the Chief Executive Officer to arrange a formal deputation with Northern Gulf Resource Management Group regarding the proposed fencing and community gardens for the November 2019 Ordinary General Meeting of Council and furthermore that Council resolve to enter into discussions regarding the renewal of the lease agreement for Savannah House with the current tenants.*

**MOVED: Cr Gallagher**

**SECONDED: Cr Bethel**

**CARRIED**  
**RESOLUTION NO.2019/GM2750**  
**4/0**

**GMCCS3.**

**Fitout Quotes and Options – Multi-Sports Centre Georgetown**

**EXECUTIVE SUMMARY**

*The 2019/20 Budget allows provisioned funds for the fit out for the Multi / Meeting Room and Kitchen in the newly constructed Multi-Sports Centre Complex in Georgetown. Various quotes and options have been sourced from a number of suppliers for the supply of a new board room table with executive and visitor chairs to cater for up to twenty-five people. It is envisaged that the new multi / meeting room will be utilised for a number of meetings and functions.*

*Provision in the budget also allows for the purchase of Gym and Fitness Equipment plus Sporting Equipment.*

*Attached to this report for Council's information and consideration are some options and quotations for the required furnishings and equipment for the multi / meeting room and Gymnasium.*

*Delivery options and costs may vary depending on the supplier of the goods and availability of furniture ordered.*

**RESOLUTION**

**That Council:**

*Resolve to note and receive the Officers report and furthermore that Council endorse and approve the following option:*

- 1. Purchase Gym Equipment as per quote received from Sportspower Atherton.*

**MOVED: Cr Bethel**

**SECONDED: Cr Gallagher**

**CARRIED**  
**RESOLUTION NO.2019/GM2751**  
**4/0**

**GMCCS4.**

**Managing the Sustainability of Local Government Services**

**EXECUTIVE SUMMARY**

*Local governments (councils) deliver services that affect our daily lives. Many Councils do so without an ability to improve their revenue from their rate payers. Local Governments are often a provider of last resort of services to regional communities and have legacy assets to maintain.*

*Councils do so with limited recurrent financial resources due to the dependency on government grants. This is particularly true for rural & remote and far western and Indigenous local governments.*

*The QAO report has highlighted the challenges for councils in their previous reports on financial sustainability. This report is the third report in their sustainability series, and focuses on managing the costs of services to support long-term sustainability.*

*QAO have audited five councils for this report on managing financially sustainable services and have made recommendations to those councils as well as to the whole sector.*

*There are opportunities for councils to work together and with the department to share ways to plan services, allocate costs, and measure performance.*

**RESOLUTION**

That Council:

*Resolve to note and receive the officer's report on "Managing the Sustainability of Local Government Services"*

MOVED: Cr Attwood

SECONDED: Cr Gallagher

**CARRIED**  
**RESOLUTION NO.2019/GM2752**  
**4/0**

**GMCCS5.**

**Request to Lease the Kidston Racecourse Reserve**

**EXECUTIVE SUMMARY**

*Council has received a request from a local resident of Kidston seeking Councils permission to lease the Kidston Racecourse Reserve from Council for a term of 5 years with an option to renew.*

**RESOLUTION**

That Council

*Request the Chief Executive Officer to prepare draft tender specification documents for the Kidston Racecourse Reserve and provide a supplementary report for the November Ordinary General Meeting.*

MOVED: Cr Bethel

SECONDED: Cr Attwood

**CARRIED**  
**RESOLUTION NO.2019/GM2753**  
**4/0**

**GMCCS6.**

**Internal Audit – Procurement Process**

**EXECUTIVE SUMMARY**

*The Internal Audit function is an integral part of Council's assurance and governance framework. It is designed to provide stakeholders with assurance that business processes are operating appropriately and effectively in accordance with organisational and legislative requirements.*

*The purpose of Council's Internal Audit function is to objectively evaluate the organisation's business processes, work practices and systems of internal control that have been adopted to manage business risks, to report upon opportunities for improvement and to recommend enhancements to improve effectiveness.*

*The internal audit planning process considers the strategic risks to Council and identifies areas that require or would benefit from internal audit activity.*

*Internal Audit operates across all levels of Council and reports to the Chief Executive Officer. To ensure the internal audit activity is directed to areas of most benefit, a number of Council processes have been selected for review over the next 3 years, having regard to Council's business risks, and are incorporated into this internal audit plan.*

**RESOLUTION**

**That Council:**

***Resolve to note and receive the officer's report and furthermore that Council endorse the recommendations as outlined within the Internal Auditors report.***

**MOVED: Cr Attwood**

**SECONDED: Cr Bethel**

**CARRIED**  
**RESOLUTION NO.2019/GM2754**  
**4/0**

**REASONS FOR DECISION**

Governance is an important concept and impacts on council as a whole and on all sectors of the community. The practice of good governance is increasingly seen as critical for ensuring that:

- the organisation meets legal and ethical compliance
- decisions are made in the interests of stakeholders
- the organisation behaves as a good corporate citizen should.

Good governance encompasses authority, accountability, stewardship, leadership, direction and control. It allows our council to evaluate, direct and monitor its activities.

**GMCCS7.**

***Financial Performance (Actual v Budget) for the period 1 July 2019 to 30 June 2020***

**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 2019.***

MOVED: Cr Bethel

SECONDED: Cr Attwood

**CARRIED**  
**RESOLUTION NO.2019/GM2755**  
**4/0**

**REASONS FOR DECISION**

Section 204 of the Local Government Regulation 2012 states that the Chief Executive Officer must present a Financial Report of its accounts to the Local Government and furthermore that the financial statements must be presented if the local government holds its ordinary meetings monthly or less frequently to each meeting and the Financial Report presented to a meeting must be for the period of the financial year up to a day as near as practicable to the end of the previous month.

**GMCCS8.**

**Adoption of Etheridge Shire Council's Annual Report for the year ending 30<sup>th</sup> June 2019 and the adoption of Etheridge Shire Council's Audited Financial Statements for the year ending 30<sup>th</sup> June 2019**

**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 2018 to 30 June 2019.*

**RESOLUTION**

**That Council:**

***Adopt the Annual Report for Etheridge Shire Council for the financial year ending 30 June 2019, pursuant to Section 182(2) of the Local Government Regulation 2012.***

MOVED: Cr Devlin

SECONDED: Cr Bethel

**CARRIED**  
**RESOLUTION NO.2019/GM2756**  
**4/0**

**REASONS FOR DECISION**

It is a legislative requirement under S.182 of the Local Government Regulation 2012 that a local government must prepare an annual report for each financial year and in addition, must adopt its annual report within 1 month after the day the auditor general gives the auditors general audit report about the local governments financial statements for the financial year to the local government

**GENERAL BUSINESS**

**Cr Gallagher**

- Cr Gallagher sought confirmation regarding the IT equipment for the Multi-Purpose Room located at the new Multi-Purpose Sports Complex

**Mayor Devlin**

- Mayor Devlin gave a brief update on the construction of the Charleston Dam. Councils Project Manager will provide a written report regarding the progress and will circulate this to all Councillors

**Cr Bethel**

- Cr Bethel advised that he has sourced a grant to install communications system at the Gilbert River Community Building.

**CONCLUSION**

There being no further business the Mayor declared the Meeting closed 9.30am.

These minutes will be confirmed by Council at the General Meeting held on the Wednesday the 20<sup>th</sup> November 2019.

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MAYOR

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DATE