



# UNCONFIRMED MINUTES

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GENERAL MEETING OF

ETHERIDGE SHIRE COUNCIL

HELD

ST GEORGE STREET, GEORGETOWN

ON WEDNESDAY 19 DECEMBER 2018,

COMMENCING AT 8.00AM

**ETHERIDGE SHIRE COUNCIL**

**MINUTES OF THE GENERAL MEETING**

**HELD AT GEORGETOWN**

**ON WEDNESDAY 19 DECEMBER 2018**

**COMMENCING AT 8.00AM**

**ATTENDANCE**

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

**OFFICERS PRESENT**

Mr David Munro, Acting Chief Executive Officer  
Ms Anna Christensen, Executive Assistant to the Chief Executive Officer  
Ms Sydney Ryan, Administration Officer

**GALLERY**

Mr Daniel Bryan attended the gallery at 8:26 am.

The Mayor declared the meeting open at 8:00am 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 any declarations prior to each agenda item and agreed that this will be the best way forward.

**CONSIDERATION OF MINUTES**

**General Meeting Minutes and Special General Meeting Minutes – Wednesday 21 November, 2018 and Thursday 29 November, 2018**

**RESOLUTION:**

*That the Minutes of the General Council Meeting held at Georgetown on Wednesday 21 November, 2018 be confirmed and furthermore the minutes from the Special General Meeting held at Georgetown on Thursday 29 November, 2018 be confirmed.*

**MOVED: Cr Attwood**

**SECONDED: Cr Gallagher**

**CARRIED**  
**RESOLUTION NO.2018/GM2501**  
**5/0**

**INFORMATION BULLETIN**

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

**Business arising from the Information Bulletin**

**Cr Attwood**

- Discussed the letter received from the Department of Natural Resources, Mines & Energy regarding the conditions of approval for the Gorge Creek Weir and how the conditions would be monitored and adhered to.
- Queried whether plant had been returned and stored at the depot for Christmas break.

**RESOLUTION:**

***Council resolves to request the Acting Chief Executive Officer to provide a report on a cost effective method for raising the Gorge Creek Causeway.***

**MOVED: Cr Attwood**

**SECONDED: Cr Barnes**

**CARRIED**  
**RESOLUTION NO.2018/GM2502**  
**5/0**

**Cr Devlin**

- Discussed Council contractors concerns regarding distribution of work.

**Cr Gallagher**

- Queried the previous request for poisoning around guideposts and signage on Council roads.

**CONSIDERATION OF OPEN REPORTS**

**GMES1.**

**Cattle Grid – Gulf Development Road Mt Surprise**

**EXECUTIVE SUMMARY**

***Council requested an investigation be conducted into the cost of installing a grid on the western side of Mt Surprise to stop cattle from entering the town. Consultation occurred with TMR Corridor Management and consideration for approval will be given subject to the appropriate application being submitted and Council funding being sourced.***

**RECOMMENDATION**

**That Council resolve**

- Approve the construction of a TMR specified cattle grid at Mt Surprise subject to final approval from TMR Corridor Management.
- Make funds available for construction.

**MOVED: Cr**

**SECONDED: Cr**

**CARRIED**  
**RESOLUTION NO.2018/GM2503**

**5/0**

**REASONS FOR DECISION**

This matter has been deferred until Council has received further advice and correspondence from the Department of Transport & Main Roads regarding the installation of a Grid on the western entrance to Mt Surprise Township.

**ATTENDANCE**

Mr. Tony Potter, Strategic & Planning Engineer entered the meeting at 8:30am.

**GMES2.**

**2018/19 TIDS Project and Future LRRS Projects**

**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 GMES2 as he owns a station situated along the Strathmore Road. 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 Cr Bethel has a perceived conflict of interest in the matter and, notwithstanding the conflict; Cr Bethel may participate in the matter, discuss and vote upon it.***

**MOVED: Cr Attwood**

**SECONDED: Cr Barnes**

**CARRIED**  
**RESOLUTION NO.2018/GM2504**  
**4/0**

**EXECUTIVE SUMMARY**

***Council's current Local Road of Regional Significance (LRRS) Program is focussed on the Einasleigh-Forsyth Road with the highest priority at the eastern end in the approach to the current seal down the range section.***

- ***Council is also expecting the Regional Roads Board to include the Strathmore Road as a LRRS following a recommendation from the Far North Queensland Regional Technical Committee on 9 November 2018.***
- ***Attached report:***
  - ***reorganises the sections to reflect highest safety issues***
  - ***provides opportunity for Council to back to back high priority sections***
  - ***provides opportunity to redirect funds from 2020/21 FY to the Strathmore Road***

**RESOLUTION**

***That Council:***

***Notes and receives the officers report and furthermore that Council resolve to continue with the 2018/19 TIDS project on the Einasleigh-Forsyth Road and that council allocate the 2018/19 R2R funds to the Einasleigh-Forsyth Road and furthermore that future projects under TIDS funding will move to the Strathmore Road.***

**MOVED: Cr Gallagher**

**SECONDED: Cr Barnes**

**CARRIED**  
**RESOLUTION NO.2018/GM2505**  
**5/0**

**ATTENDANCE**

Mr. Tony Potter, Strategic & Planning Engineer left the meeting at 9:03 am.

**SUSPENSION OF STANDING ORDERS**

**MOTION:**

*That Council suspends standing orders at 9:02am to deal with Item GMES3*

**MOVED:** Cr Gallagher

**SECONDED:** Cr Attwood

**CARRIED**  
**RESOLUTION NO.2018/GM2506**  
**5/0**

**GMES3.**

Road Access – Creek Street Georgetown to Lot 1654

**EXECUTIVE SUMMARY**

*A new approved commercial shed has been built on Lot 1654 on CP847011 which is located on Creek Street in Georgetown. The owner is commencing a Welding, Repair and Fabrication Business which is to be located in the shed. Access to this property is difficult as there is no formed road access.*

*The owner has written to Council requesting that Council consider forming a road to enable the owner access to his property and to support this new business.*

**RESOLUTION**

That Council resolves:

- *Approve the construction of a 4metre sealed road to Lot 1654 being Creek Street Georgetown within the 2018/19 financial year;*
- *And furthermore that Council amends the 2018/19 Budget to allocate sufficient funds to enable the construction of this town street.*

**MOVED:** Cr Gallagher

**SECONDED:** Cr Bethel

**CARRIED**  
**RESOLUTION NO.2018/GM2507**  
**5/0**

**ATTENDANCE**

Mr Daniel Bryan left the gallery at 9:06am

**RESUMPTION OF STANDING ORDERS**

**MOTION:**

*That Council resume standing orders at 9:05am.*

**MOVED:** Cr Attwood

**SECONDED:** Cr Gallagher

**CARRIED**  
**RESOLUTION NO.2018/GM2508**  
**5/0**

**GMCCS1.**

**Gilbert River Irrigation Project**

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

**Declarations:**

**CONFLICTS OF INTEREST**

*Cr Gallagher declared that he may have a conflict of interest (as defined the Local Government Act 2009, section 175D) in Item GMCCS1 as his family owns land situated on the Gilbert River. Cr Gallagher 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:*

**MATERIAL PERSONAL INTEREST**

*Cr Bethel declared that he has a material personal interest (as defined by Local Government Act 2009, section 175B) in Item GMCCS1 as he owns land situated on the Gilbert River, as he stands to gain a benefit or suffer a loss depending on the outcome of Council's consideration of this matter*

*He dealt with this declared material personal interest by leaving the meeting at 9:07am while this matter was discussed and voted on. Cr Bethel returned to the meeting after voting at 9:12am*

**RESOLUTION**

***That Cr Gallagher has a perceived conflict of interest in the matter and, notwithstanding the conflict; Cr Gallagher may participate in the matter, discuss and vote upon it.***

**MOVED: Cr Barnes**

**SECONDED: Cr Attwood**

**CARRIED**  
**RESOLUTION NO.2018/GM2509**  
**3/0**

**EXECUTIVE SUMMARY**

***The Project Management Plan has been approved by the MIPP2 office allowing Council to proceed and tender for a primary contractor to formulate the Detailed Business Case. A tender request for the engagement of a Primary Contractor to deliver the Detailed Business Case has been issued to the market and submissions are due on Monday, January 21, 2019. It further allows Council to proceed to commission a Digital Elevation Model (DEM) over the proposed area. Weather permitting; the LiDAR flights should occur late December, 2018, early January, 2019.***

**RESOLUTION**

**That Council:**

***Continue to support the development of a Detailed Business Case for the Gilbert River Irrigation Project.***

**MOVED: Cr Barnes**

**SECONDED: Cr Attwood**

**CARRIED**  
**RESOLUTION NO.2018/GM25010**  
**4/0**

**Cr Gallagher voted for GMCCS1**

**REASONS FOR DECISION**

A Detailed Business Case is now the number one priority for the establishment of irrigated agriculture on the Gilbert River.

**ATTENDANCE**

*Cr Bethel left the meeting at 9.07am*

**ATTENDANCE**

*Cr Bethel returned to the meeting at 9.12am*

**GMCCS2.**

**Financial Performance (Actual v Budget) for the period 1 July 2018 to 30 June 2019**

**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 November 2018.*

**MOVED: Cr Barnes**

**SECONDED: Cr Gallagher**

**CARRIED**  
**RESOLUTION NO.2018/GM25011**  
**5/0**

**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.

**ADJOURNMENT**

Council adjourn for morning tea at 9:30am.

**RESUMPTION**

Council resumed the meeting at 10:00 am.

**ATTENDANCE**

*Ms Sydney Ryan, Administration Officer and Ms Anna Christensen, Executive Assistant left the meeting at 9:30am and was not in attendance at the resumption of the meeting at 10.00am.*

**SUSPENSION OF STANDING ORDERS**

**MOTION:**

*That Council suspends standing orders at 10:00 am.*

**MOVED: Cr Attwood**

**SECONDED: Cr Barnes**

**CARRIED**  
**RESOLUTION NO.2018/GM2512**  
**5/0**

**CLOSURE OF MEETING**

**MOTION:**

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

- 2019 Australia Day Awards Nominations
- Tender ESC2018-006 – Design & Construction of Multi-Purpose Sports Complex
- Organisational Review.

**MOVED: Cr Attwood**

**SECONDED: Cr Gallagher**

**CARRIED**  
**RESOLUTION NO.2018/GM2513**  
**5/0**

**ATTENDANCE**

*Cr Attwood left the meeting at 10:15am while item GMCCS4 was being discussed in Closed Session.*

*Cr Attwood returned to the meeting at 11.00am*

*Mr David Munro, Acting Chief Executive Officer left the meeting at 11:00am and returned at 11:10am.*

**RESUMPTION OF MEETING**

**MOTION:**

*That Council re-open the meeting to the public at 11:17am.*

**MOVED: Cr Barnes**

**SECONDED: Cr Gallagher**

**CARRIED**  
**RESOLUTION NO.2018/GM2514**  
**4/0**



**CONSIDERATION OF CLOSED REPORTS**

**GMCCS2.**

2019 Australia Day Awards Nominations

**EXECUTIVE SUMMARY**

*Etheridge Shire Council has prepared nominations packs for the annual Australia Day Awards.*

*Council invited the community to be involved by nominating individuals and/or groups who have made a significant contribution to their community, and the Etheridge region, in 2018. Nominations closed as at Friday 7<sup>th</sup> December 2018.*

**RESOLUTION**

**That Council:**

**Resolve to award the 2019 Australia Day Awards to the following applicants:**

1. *Australia Day Citizen of the Year –*
2. *Australia Day Young Citizen of the Year –*
3. *Australia Day Organisation of the Year Award –*
4. *Australia Day Senior Sports Medallion –*
5. *Australia Day Junior Sports Medallion –*
6. *Mayoral Award –*

**MOVED: Cr Barnes**

**SECONDED: Cr Gallagher**

**CARRIED**  
**RESOLUTION NO.2018/GM2515**  
**5/0**

**GMCCS5.**

Tender ESC2018-006 – Design & Construction of Multi-Purpose Sports Complex

**EXECUTIVE SUMMARY**

*The Etheridge Shire Council issued a Request for Tender for the Design & Construct of the Multi-Purpose Sports Centre on the 13<sup>th</sup> October 2018 with the closing dated being Friday 16<sup>th</sup> November 2018.*

*Council is looking to provide an undercover area that can be flexible enough to provide a facility to be home to a range of sporting and recreational activities.*

*This project is aligned to the 2018/2019 Works for Queensland Funding program and has a deadline for completion by the 30<sup>th</sup> June 2019.*

**RESOLUTION**

**That Council:**

**Resolve to award Tender ESC2018-006 to Tenderer A (Richardson's Building Service) and furthermore that Council delegate authority to the Acting Chief Executive Officer to enter into a Building Contract with the Tenderer and furthermore that Council amend the 2018/19 Budget to provide the additional funds necessary to complete this project.**

**MOVED: Cr Attwood**

**SECONDED: Cr Barnes**

**CARRIED**  
**RESOLUTION NO.2018/GM2516**  
**5/0**

**REASONS FOR DECISION**

This project has been identified within the 2018-2023 Corporate Plan and furthermore Council had previously resolved to nominate this project for funding under the 2018-19 Works for Queensland Program. Tenderer A

meets the brief and specifications of Council and is priced within Councils acceptable budget parameters and provides good value for money proposition.

**GMCCS4.**

**Organisational Review**

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

**Declarations:**

**CONFLICTS OF INTEREST**

*Cr Barnes declared that he may have a conflict of interest (as defined the Local Government Act 2009, section 175D) in Item GMCCS4 as his wife is a casual employee of the Council. Cr Barnes 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:*

**MATERIAL PERSONAL INTEREST**

*Cr Attwood declared that he has a material personal interest (as defined by Local Government Act 2009, section 175B) in Item GMCCS4 as his wife is an employee directly affected by this agenda item as he stands to gain a benefit or suffer a loss depending on the outcome of Council's consideration of this matter*

*He dealt with this declared material personal interest by leaving the meeting at 10:15am while this matter was discussed in closed session. Cr Attwood returned to the meeting at 11.00am.*

**RESOLUTION**

***That Cr Barnes has a perceived conflict of interest in the matter and, notwithstanding the conflict; Cr Barnes may participate in the matter, discuss and vote upon it.***

**MOVED: Cr Bethel**

**SECONDED: Cr Gallagher**

**CARRIED**  
**RESOLUTION NO.2018/GM2517**  
**3/0**

**EXECUTIVE SUMMARY**

***Etheridge Shire Council has developed a Corporate Governance Framework to ensure compliance with legislation and best practice democratic local government. The Framework is a document which outlines council's governance policies and practices and it provides an overview of the governance program that has been put in place in order to assist elected members, management and employees in meeting their governance responsibilities. Council is committed to high standards of corporate governance and accountability and seeks continuous improvement in this regard. A part of this framework incorporates Council's Organisational Chart.***

***An "organisational structure" is simply a hierarchy by which the Council's workforce is divided into departments, work groups, etc. and by which there is a "chain of command" within each work area leading to a senior executive officer (Director), who reports directly to the Chief Executive Officer in relation to matters handled by that work area.***

***There is no clear direction on the necessary level of detail required for the organisational structure to satisfy the requirements of the Act; however, generally, the organisational structure includes the management levels and position designations at which substantive decision making power is exercised.***

*An organization can be structured in many different ways, depending on its objectives. (Common structures include: Bureaucratic; Functional; Divisional; and Matrix).*

**RESOLUTION**

**That Council:**

***Notes and receives the Officers report and furthermore that Council endorse the Organisational Structure as presented and delegate authority to the Acting Chief Executive Officer to implement the adopted structure.***

**MOVED: Cr Gallagher**

**SECONDED: Cr Bethel**

**CARRIED**  
**RESOLUTION NO.2018/GM2518**  
**4/0**

**Cr Attwood did not vote on this matter as Cr Attwood had declared a Material Personal Interest in Item GMCCS4**

**REASONS FOR DECISION**

Council's Organisational Structure is designed to support the achievement of the Council's vision and key plans. Reviews of the Organisational Structure ensure the optimal deployment of resources to deliver identified corporate priorities.

**GENERAL BUSINESS**

**Cr Barnes**

- Requested that Council obtain costs and a suitable location at the Gilbert River Bridge to install a camera which is owned and operated by Council for Disaster Management arrangements.

**Cr Bethel**

- Requested the installation of a kitchenette in Council boardroom.
- Discussed the completion of works in the Einasleigh Township to streets.

**RESOLUTION:**

***That Council resolve to delegate authority to the Acting Chief Executive Officer to make the necessary arrangements to alter the Council Boardroom to incorporate the following:***

- 1. Install a small kitchenette (to include a sink, servery area, cupboards and small fridge)***
- 2. To enclose the existing open servery window that links the kitchen to the boardroom.***

**MOVED: Cr Bethel**

**SECONDED: Cr Barnes**

**CARRIED**  
**RESOLUTION NO.2018/GM2519**  
**5/0**

**Cr Attwood**

- Discussed the request for maintenance issues which have been raised by the Einasleigh Nurse pertaining to the Clinic Building.  
Items raised:
  1. Maintenance to the ramp,
  2. Gardens surrounding the Clinic (need some attention)
  3. Pressure issues to water
- Requested that Council allow the travelling Qld Health Nurse that frequents the Lynd Junction area to utilise the Lynd Junction Community Building for visits to the area.
- Discussed the Gilbert River Telstra Tower signal coverage area.

**Cr Devlin**

- Informed Council of a letter that was received from the Hon Bob Katter (Member for Kennedy) requesting from Council its top five (5) priority projects for consideration in the Federal Budget. The Mayor provided a list for Council's consideration (in no particular order of priority):
  1. Gilbert River Irrigation Project;
  2. Hann Highway Project;
  3. Gulf Development Road Upgrade (including bridges)
  4. Upgrade of mobile communications within the Shire;
  5. Upgrade to key Tourism Infrastructure (roads, camping areas, rest areas, look outs etc...)
  
- The Mayor publicly acknowledged all of the hard work and support of the Councillors and Council staff over the past year and sincerely wishes all a very Merry Christmas and a safe and prosperous New Year.

**CONCLUSION**

There being no further business the Mayor declared the Meeting closed at 11:46 am.

These minutes will be confirmed by Council at the General Meeting held on the Wednesday 23rd January 2019.

.....  
MAYOR

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